

CALL TO ORDER:

Mayor Leeming called the Regular City Council Meeting to order at 7:00 p.m. She led the Pledge of Allegiance.

ROLL CALL:

Council Members Present: Matthew Cooper, Dave Hunsaker, Trevor VanDyke, Frank Waters and Jennifer Whitman

Excused: Denise Donohue

STAFF:

Daniel Coss, Lisa Grysen, Brian Goodenough, City Attorney and Police Chief Bruce Ferguson

AUDIENCE:

Sheryl Landgraf

AGENDA:

Motion by VanDyke, seconded by Whitman and carried by unanimous vote of the Council that **the agenda be approved with the addition of NB #4 (Sick leave) as amended.**

APPROVAL OF MINUTES:

Motion by Whitman, seconded by Cooper, and carried by unanimous vote of the Council **to approve the minutes from the February 24, 2020 Regular City Council Meeting as presented.**

PUBLIC COMMENT:

Sheryl Landgraf, DAESA Chairperson, handed out graphs representing last ten years of funding formulas for each of the contributing municipalities.

CITY ADMINISTRATORS REPORT:

CABIN FEVER RELIEVER

I will give an update on the DDA event that was held on Saturday, March 7. As of Friday, March 6 there were 200 online tickets sold.

FIRE AUTHORITY RESOLUTION

A copy of the cover letter and certified resolution are in your General Information Packet.

PRIMARY ELECTION

The election will be held on Tuesday, March 10. Polls open at 7 am. As of March 6, the Clerk has issued approximately 420 absentee ballots.

JOINT MEETING

The joint meeting to go over the Future Land Use Master Plan will be held on Tuesday, March 24 at 6 pm. Food will be served. The main focus will be the Downtown Planning Area.

2020 LOCAL STREET BID

The bids for the local street project is out and being advertised. The streets that are out for bid are; East Geneva, Mora Circle and Montreux Drive.

FEDERAL FUNDING NON-MOTORIZED BIKE PATH

The City and DeWitt Charter Township have access to some regional funding that would allow a 10-foot non-motorized path to be built from DeWitt Road, just south of the Library property, through school property and tie in to the sidewalks near the tennis courts inside the school. The Federal Funding is \$80,000 and a local match of \$20,000, would be required. Approximately 30% of the path would be in the City limits, which would set our match at \$6,000.00

OLD BUSINESS:

None

NEW BUSINESS:

1. **Special Event and Road Closure Request – DeWitt Duathlon:**

The DeWitt Area Running Club is proposing to host the 1st Annual DeWitt Duathlon. The event is being organized by David Soltow and will take place in the downtown. Attached is an application for Special Events and supporting documentation. The application has been reviewed by city staff and determined to be complete.

The event will be held May 2, 2020 with the start/finish line at the intersection of Bridge and Main Street. The first event will start at 7:45 am with all of the events completed by noon.

The applicant, Dave Soltow, has obtained right-of-way permits from the Clinton County Road Commission and has the proper insurance, with the City of DeWitt listed as an additional insured.

The event does include a street closure application. The requested closure will be on Bridge Street from Washington to Main Street from 4 am to 12 pm, May 2, 2020.

Motion by Hunsaker, seconded by Cooper, and carried by unanimous vote of the Council to approve the Special Events application and Temporary Road Closure request dated March 4, 2020 for the DeWitt Area Running Club for May 2, 2020 to host the DeWitt Duathlon.

2. **Final Plat Approval Phase 3 Wildflower Meadows Subdivision:**

City Council was provided with the plans for the Final Plat for Phase 3 of the Wildflower Meadows Subdivision. The final plat infrastructure was finished in the late-winter of 2019 and is ready for construction of homes on the vacant lots.

The final plat has been reviewed and approved by all the agencies; DeWitt Planning Commission, SCCMUA, Clinton County Drain Commissioner, DeWitt City Engineer and City staff.

The Planning Commission approved the original preliminary plat for the Wildflower Meadows Subdivision in 2005.

City Council approved several extensions of the preliminary plat, with the most recent extension approval in 2018. The developer did not make any modifications to the final plat.

Motion by VanDyke, seconded by Whitman, and carried by unanimous vote of the Council **to approve the Final Plat for Wildflower Meadows Subdivision Phase 3 as recommended by the DeWitt Planning Commission and authorize the City Clerk to sign the plat documents on behalf of the City.**

3. Pay Estimate #11 – City Hall Construction:

Pay Estimate #11 covers payment for the following items

- Excavation/Utilities
- Trim and Wood Doors
- Millwork (trim around windows, window sills, doors, etc...)
- Flooring
- Fire Suppression

Each of the pay estimates will withhold ten-percent (10%) as a retainer for the work completed.

The total contract with Parish Construction remains unchanged at \$2,118,505.70, which includes Change Order's 1-4.

The City has signed additional contracts with PM Environmental for demolition oversight, \$13,500, IT Right for TV Monitors, \$7,170.93, and Town and Country Technologies for security cameras and category 6 cable, \$54,895.00 and Kentwood Office Furniture, \$65,892.44. The additional contracts total \$141,458.37. The bids for demolition have been received by the general contractor, Parish Corporation, with the low bid coming in at \$37,400.00.

There are still some additional items that pricing is being worked on; Community Room Construction costs and copy machines. Those costs are estimated at approximately \$510,000.00, which would bring total costs to \$2,807,362.00. The City has a total budget of \$2,900,000.00.

Motion by Hunsaker, seconded by VanDyke, and carried by unanimous vote of the Council **to approve Pay Estimate #11 in the amount of \$117,158.00 and authorize payment to Parish Corporation.**

4. Temporary Suspension of Sick-time Usage:

Motion by Hunsaker, seconded by VanDyke, and carried by unanimous vote of the Council **to exempt the need for a doctor's excuse and to temporarily suspend the use of accrued sick time as defined in the personnel policy (sec. 7, item e) and collective bargaining agreements (DPS-Article 15, section 5 and Police-Article 9 section 11.1) limited to the coronavirus.**

COUNCIL STAFF REPORTS:

City Attorney:

- Still trying to contact the mortgage company in regards to the property that recently burned located at 1009 E. Webb Drive to make arrangements for clean up and/or demolition

City Clerk-Treasurer:

- Presidential Primary Election is over and nominating petitions are available

DARA:

- Completed the annual evaluation of the Executive Director and approved a new salary of 60k per year

DAESA:

- Meeting on March 19

DDA

- Results on Cabin Fever Reliever are positive
- Budget Committee has been appointed

Police Chief:

- Coronavirus is cancelling school
- New procedures in place for the officers at beginning and end of shift

Parks:

- No Meeting

Planning:

- Continued to review the Master Plan and Wild Flower Meadows

ADJOURNMENT:

Motion by VanDyke, seconded by Whitman and carried by unanimous vote of the Council that **the meeting be adjourned at 8:25 p.m.**

Respectfully submitted,

Lisa M. Grysen
City Clerk-Treasurer

Susan J. Leeming
Mayor