

**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: Matt Cooper, Denise Donohue, Dave Hunsaker, Trevor VanDyke Jennifer Whitman and Frank Waters (arrived at 7:03 pm)

Excused: None

**STAFF:**

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

**AUDIENCE:**

Aaron Stevens, Maner Costerisan

**AGENDA:**

Motion by VanDyke, seconded by Whitman and carried by unanimous vote of the Council that **the agenda be approved as presented.**

**APPROVAL OF MINUTES:**

Motion by Whitman, seconded by Hunsaker and carried by unanimous vote of the Council **to approve the minutes from the September 27, 2021 Regular City Council Meeting as presented.**

**PUBLIC COMMENT:**

None

**CITY ADMINISTRATORS REPORT:**

**PAVEMENT MARKING COST HISTORY**

The City paid .046 per foot in 2018, .045 per foot in 2019, did not do any in 2020 and paid .10 and .14 per foot in 2021 for pavement markings. This represents over a 200% increase in prices.

**MDOT CATEGORY B GRANT**

The City was notified recently that our application has not been approved for the 2022 Category B grant. Plans for a slightly smaller local road resurfacing will move forward for next construction season.

**2023-2026 TRANSPORTATION IMPROVEMENT PLAN – CITY PROJECTS**

The Tri-County CARTS committee is in the process of putting together the 2023-2026 TIP. The TIP will be all the Federal Aid Eligible road projects that will receive funding, which is typically and 80-20 split. The City of DeWitt submitted applications for Turner Street, Herbison to Dill, in 2023 and East Main Street, Market Street to the east City limits in 2026. The CARTS committee will meet in November or December for project selection for the TIP. I will update Mayor and Council once the 2023-2026 TIP is finalized.

**GENERAL INFORMATION PACKET**

The additional communications included in the General Information Packet are:

- [General Ledger Distribution Report 9/24 - 10/07](#)
- [DAESA Minutes from September 16, 2021](#)
- [Assessor Monthly Report – September 2021](#)
- [DPS Monthly Report – September 2021](#)
- [Parks, Rec Meeting Minutes – September 22, 2021 and October 6, 2021 \(draft minutes\)](#)
- [Planning Commission Minutes – September 23, 2021](#)

**OLD BUSINESS:**

None

**NEW BUSINESS:**

1. Annual Audit Presentation for Fiscal Year 2020-2021 ending June 30, 2021, by Maner Costerisan:

Presented for City Council's review is the Fiscal Year 2020-21 Annual Audit (all City funds) completed by Maner Costerisan.

Aaron Stevens, Maner Costerisan, was in attendance to go over the audit and answer any questions City Council may have.

Maner Costerisan has performed the audit in accordance with auditing standards to obtain reasonable assurance about whether the City financial statements are free of material misstatement. A copy of the audit is attached for your review.

The City's Fund Balance (reserves) in the General Fund as of June 30, 2021 increased by approximately \$139,675 over the end of the previous year. The Unassigned Fund Balance is \$1,815,676. The Bridge Repair Fund has a total Committed Fund Balance of \$414,000.00 and the Park Improvement Reserve Fund has a Committed Fund Balance of \$250,000.00.

The reserve for the New City Hall of \$550,000 has been transferred into the Construction Fund Account for construction activities associated with the new building.

The City per capita debt as of June 30, 2021 is \$474.86 compared to \$762.88 for the last audited period. Please keep in mind that the Wilson Street Bond was added to the long-term debt in the amount of \$330,000 in 2014 and the bond proceeds for the New City Hall, \$2,270,000 were added on March 27, 2019. An additional principal payment (\$40,000) and interest payment (\$975) for the Wilson Street Bond was made on October 1, 2021, with the outstanding balance of \$45,337. The Wilson Street Bond will be paid off October 1, 2022.

Motion by Waters, seconded by VanDyke and carried by unanimous vote of the Council **to receive and place on file the City of DeWitt Audit for Fiscal Year 2020-2021 by Maner Costerisan.**

2. Appointment of Mike Lee to the Planning Commission:

The following citizen, Mike Lee, is being appointed to fulfill a vacancy on the Planning Commission for the specified term:

**Planning Commission**

Mike Lee

117 Rivergate Lane

1/15/2023

Motion by Hunsaker, seconded by Donohue and carried by unanimous vote of the Council **to confirm Mayor Leeming's appointment of Mike Lee to the Planning Commission for the specified term.**

3. Prescription Drug Box Resolution:

CVS Pharmacy offers a grant program that will provide a medication disposal unit to the local law enforcement agency. Chief Ferguson is requesting a resolution of support as a required part of the grant application.

The disposal unit would be housed in the foyer area of City Hall. The collected medication would be kept secured in the police department and transported to Grand Rapids on a regular basis for incineration.

The Clinton County Sheriff Department makes regular trips to the incineration location in Grand Rapids and has agreed to transport medication collected at the DeWitt Police Department.

Motion by Whitman, seconded by VanDyke carried by unanimous vote of the Council **to approve Resolution 2021-07 a Resolution of Support for the CVS Pharmacy Medication Disposal Unit grant application.**

**COUNCIL STAFF REPORTS:**

City Attorney:

- Looking into a signage issue

City Clerk-Treasurer:

- Ballots are coming in slowly
- Participated in the National Night Out Event at DeWitt Charter Township

DARA:

- No Quorum

DAESA:

- Meeting is 10/21

DDA:

- Meeting tomorrow morning
- DDA Coordinator, Andrea Schowengerdt has resigned.

Planning:

- No Meeting

Parks:

- Met at McGuire Park

Police Chief:

- Last home game is Friday
- Installing a phone in the lobby that will call Central Dispatch

Mayor Leeming and Mayor Pro-Tem Hunsaker:

- Attended annual Michigan Municipal League Conference

**ADJOURNMENT:**

Motion by VanDyke, seconded by Whitman and carried by unanimous vote of the Council that **the meeting be adjourned at 7:50 p.m.**

Respectfully submitted,

Lisa M. Grysen  
City Clerk-Treasurer

Susan J. Leeming  
Mayor