

**CALL TO ORDER:**

Mayor Leeming called the Regular City Council Meeting to order at 7:17 p.m.

**ROLL CALL:**

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

Excused: None

**STAFF:**

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

**AUDIENCE:**

None

**AGENDA:**

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

**APPROVAL OF MINUTES:**

Motion by Donohue, seconded by Cooper, and carried by unanimous vote of the Council to **approve the minutes from the September 28, 2020 Regular City Council Meeting as amended.**

**PUBLIC COMMENT:**

None

**CITY ADMINISTRATORS REPORT:**

**MDOT CATEGORY B GRANT**

The City received notification on October 7 that the funding for our Category B Grant in the amount of \$166,500 has been appropriated in the budget. MDOT has informed us that we can move ahead with the engineering design. Once complete, we will need to schedule “a notice to proceed” meeting with MDOT prior to awarding the contract.

**COMMUNITY ROOM PROGRESS**

The footings and foundation for the community room have been completed. The plumber and electricians arrived on-site Tuesday, October 6 to start all of the underground work prior to the framing contractor’s work. The schedule is to have the Community Room completed by the first quarter of 2021.

**ROAD CONSTRUCTION UPDATE**

The work on Herbison Road is making good progress. The contractor has poured some of the concrete sidewalks and curbing the week of October 5 and continues to make good progress. Herbison Road from Schavey to Airport and the Airport Road Bridge are anticipated to open in the next 4 weeks. The contractor has started some of the rip-rap work at Schavey Road Bridge and the downtown Bridge. The contractor does anticipate being able to complete the Schavey

Road bridge work this Fall. The anticipated closure for Schavey Road Bridge is the week of October 26.

**OLD BUSINESS:**

None

**NEW BUSINESS:**

1. **IT Infrastructure Proposal for Community Room:**

Town and Country was the vendor for the installation of the IT infrastructure for City Hall. The IT work was bid out in October 2019 with the City receiving two (2) bids; Town & Country Technologies (\$51,765) and Challenger Technologies, LLC (\$55,186).

Town & Country has extended their pricing from the City Hall contract for the Community Room. The proposal from Town & Country is attached for your review.

The following is proposed to be installed in the Community Room:

- Installation of 5 security cameras (2 outdoor, 3 indoor)
- Camera set up and training
- 19 Category 6 connections (cameras, computers, phones, etc...)
- 2 co-ax connections

Town & Country does provide a two-year material and labor warranty for cameras. The Community Room will be equipped with three floor boxes that contain electrical and data connections to facilitate holding future elections in the Community Room.

**Motion by Whitman, seconded by VanDyke, and carried by unanimous vote of the Council to award installation of the Security Camera System and Category 6 Cabling for the Community Room to Town and Country Technologies in an amount not-to-exceed \$11,661.00 and authorize the Mayor and City Clerk to sign on behalf of the City of DeWitt.**

2. **City Administrator Employment Contract Amendment:**

Presented for City Council's consideration was an amendment to the City Administrator's employment agreement. The amendment, if approved, would adjust the car allowance from \$300 to \$400 per month.

The First Amendment of the Employment Agreement was in February of 2014 and increased the Cell Phone Reimbursement from \$35/month to \$60/month, implemented a Car Allowance of \$300/month and added two (2) additional days of vacation time from 15 to 17 per year.

The Second Amendment of the Employment Agreement was in June of 2018 and established that the City Administrator would receive the same COLA salary adjustment as the other administrative staff each July 1 or could mutually agree to modify the COLA.

The \$400 per month car allowance is a competitive amount when compared to other municipalities in the area and of similar size: DeWitt Township \$400, Grand Ledge \$600, Rockford \$600, Lowell \$475 and St. Johns \$400.

Motion by Donohue, seconded by Cooper, and carried by unanimous vote of the **Council to amend the car allowance from \$400 per month to \$500 per month**

Motion by Cooper, seconded by Donohue, and carried by unanimous vote of the Council **to approve the third amendment to the City Administrator's Employment Agreement as amended.**

**COUNCIL STAFF REPORTS:**

City Attorney:

- The Supreme Court has overturned the executive orders issued by Governor Whitmer

City Clerk-Treasurer:

- 1804 ballots have been issued as of October 12
- 40.3 % of the ballots issued have already been returned

DARA:

- The internet upgrade now has the bandwidth to handle the learning pods

DAESA:

- Meeting this Thursday
- Discussion on possibly not having DAESA respond for propriety 3 and 4 runs in the City of DeWitt
- President of Mercy Ambulance will be attending a meeting in October or November

DDA:

- Meeting is tomorrow
- Ongoing Christmas Market discussions

Parks:

- Meeting is being rescheduled

Planning:

- Meeting on October 22<sup>nd</sup>

Police Chief:

- Vandalism at the Parks Memorial Building and bus at Fuerstenau, DPW worker assaulted with walnuts.
- Met with the new Herbison Woods Principal
- Traffic is an issue at Schavey Road Elementary
- Hiring three new part-time officers

**ADJOURNMENT:**

Motion by Whitman, seconded by Donohue and carried by unanimous vote of the Council that  
**the meeting be adjourned at 8:14 p.m.**

Respectfully submitted,

Lisa M. Grysen  
City Clerk-Treasurer

Susan J. Leeming  
Mayor