

CALL TO ORDER:

Mayor Leeming, (virtually in Hamlin Township, Mason County, Michigan), 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, (virtually in the City of DeWitt, Clinton County, Michigan) Denise Donohue, (virtually in the City of DeWitt, Clinton County, Michigan) Dave Hunsaker, (virtually in the City of DeWitt, Clinton County, Michigan) Trevor VanDyke, (virtually in the Lee County, Florida) and Jennifer Whitman (virtually in the City of DeWitt, Clinton County, Michigan)

Excused: Frank Waters

STAFF:

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

AUDIENCE:

Joseph Spagnuolo, Rodney Palmer, Mercy Ambulance

AGENDA:

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

APPROVAL OF MINUTES:

Motion by Donohue, seconded by Whitman, and carried by unanimous vote of the Council **to approve the minutes from the November 23, 2020 Regular City Council Meeting as amended.**

PUBLIC COMMENT:

None

SPECIAL PRESENTATION:

Rodney Palmer was present virtually to discuss the differences in the run classifications (priority 1-4) and the possibility of DeWitt Area Emergency Services Authority (DAESA) not responding to priority three and four runs within the City limits. DAESA currently does not respond to priority three and four runs in Riley or Olive Township.

CITY ADMINISTRATORS REPORT:

DECEMBER 28 CITY COUNCIL MEETING

There is a regular City Council meeting scheduled for December 28. With the holiday season, City Council may wish to cancel this meeting.

JANUARY 19 GOAL SETTING SESSION

The Goal Setting Session topics City Council may want to consider discussing: Sanitary Sewer extension for East Dill Road and Use Policy for the Community Room.

2020 ROAD CONSTRUCTION UPDATE

In your General Information packet Clinton County Road Commission provided an update of the 2020 road construction progress. As we get closer to resuming construction in the spring, notices will be provided to the community and downtown businesses.

2021 DDA EVENT SCHEDULE

With the uncertainty around what regulations may be in place for the first half of 2021, the DDA is still working on the 2021 event schedule. As the regulations become clearer for 2021 the event schedule will be put together and released.

OLD BUSINESS:

None

NEW BUSINESS:

1. Certificate of Public Recognition – Lt. Joseph Spagnuolo:
 Lt. Spagnuolo has been a valued member of the City of DeWitt Police Department since 2009. L-T, as everyone calls him around the office, always has a smile on his face and is **always** willing to drop whatever he is working on to help others in the office and the community.

Joe will be missed, not only for his tireless work ethic, but also for his pleasant demeanor and good conversation.

The staff wishes Joe all the best in his future endeavors.

Mayor Leeming read the Certificate of Appreciate signed by the Mayor and City Clerk that was presented to Lt. Joseph Spagnuolo.

2. Appointments – Committee Assignments:
 The following citizens are being appointed/re-appointed to the respective committee or commission assignment for the specified term:

<u>Board of Review (4-Year Term)</u>		<u>Term Expires</u>
Judy Korte	215 E. Main Street	1/15/2025

<u>Planning Commission (3-Year Term)</u>		
Trevor Van Dyke	408 Windyrush Lane	1/18/2024
Teresa Patterson	303 W. Geneva Drive	1/18/2024
Ginny Haas	1009 W. Geneva Drive	1/18/2024

<u>DeWitt District Library Board (4-Year Term)</u>		
Bill Fullmer	1605 Jeannine Layne	12/31/2025

<u>Parks Recreation Cemetery & Tree Commission (3-Year Term)</u>		
Dave Hunsaker	713 Larchmont	1/15/2024
Denise Donohue	416 W. Dill Drive	1/15/2024

Downtown Development Authority (4-Year Term)

Andy Joslyn	505 West Main Street	1/15/2025
Sheryl Landgraf	110 N. Market Street	1/15/2025

Local Officers Compensation Commission (5-Year Term)

Teresa Patterson	303 W. Geneva Drive	1/15/2026
Bonnie Ward	203 N. Scott Street	1/15/2026

Construction Board of Appeals (5-Year Term)

Dave Hunsaker	713 Larchmont	1/15/2026
Dave Swanson	608 W. Geneva Drive	1/15/2026

DeWitt Area Recreation Authority (3-Year Terms)

Samantha Stevens	503 Shoreline Drive	12/31/2024
Dave Hunsaker	713 Larchmont	12/31/2024

Cable Communications Commission (3-Year Term)

Madeline Trimby	123 Windyrush Lane	1/15/2024
Paul Potts	1000 E. Geneva Drive	1/15/2024
Bonnie Ward	203 N. Scott Street	1/15/2024

Motion by VanDyke, seconded by Cooper, and carried by unanimous vote of the Council **to confirm Mayor Leeming’s appointments to the committee/commission assignments for the specified terms.**

3. Intergovernmental Agreement for Assessing with Grand Ledge:

The City of DeWitt has contracted with the City of Grand Ledge since September 1, 2018 for professional assessing services. The current contract expires on August 30, 2021 with an annual cost of \$35,000.00.

Recruitment for Assessor’s has been challenging for municipalities over the last several years. The City of Grand Ledge has a MMAO Certified Assessor, Mr. Chris Coucke, which is two levels higher than required to handle the City of DeWitt Tax Roll. By partnering with the City of Grand Ledge this allows both DeWitt and Grand Ledge to leverage our communities to create a position that is sustainable with highly talented staff.

Due to a retirement on April 1, 2021 at DeWitt Charter Township, the township approached the City of Grand Ledge and the City of DeWitt about partnering for assessing services. This partnering would be similar to the Building Inspection Services that is now in place.

If approved this contract would replace the existing contract on April 1, 2021. The proposed contract is identical in every way to our existing contract with the City of Grand Ledge with the exception of adding DeWitt Township to the agreement and utilizing the 21% of payroll costs.

All of the functions of the assessor will remain in place, office hours will remain unchanged and Chris will remain the assessor for the City. The City is currently paying \$35,000 per year for assessing services.

The costs associated with the agreement are based on the assessed value and parcel numbers in each community. The following is a breakdown:

City of Grand Ledge: 2,573 parcels, 269,702,750 assessed value. 26% of parcels; 25% of AV.....**33% of agreement**

City of Dewitt: 1,787 parcels, 206,513,400 assessed value. 18% of parcels; 19% of AV.....**21% of agreement**

Dewitt Township: 5,605 parcels, 625,058,700 assessed value. 56% of parcels; 57% of AV.....**46% of agreement**

The City of DeWitt will be responsible for 21% of the payroll costs associated with the Assessor, not-to-exceed \$35,000 for the life of the four (4) year contract. The first year of the contract will be \$32,500 for a savings of \$2,500 or 7-percent.

The City Attorney, Brian Goodenough, has reviewed and made the necessary changes in the Interlocal Agreement.

Motion by Donohue, seconded by VanDyke, and carried by unanimous vote of the Council to approve the Interlocal Agreement with the City of Grand Ledge and DeWitt Charter Township for Assessing Services for a term of April 1, 2021 through March 31, 2025 in an amount not-to-exceed \$35,000 per year and authorize the Mayor and City Clerk to sign the Interlocal Agreement on behalf of the City of DeWitt.

4. Purchase of Police Department and Public Works Radios from Clinton County:

With the passage of the county-wide 9-1-1 millage in March 2020, Clinton County has received pricing for the replacement of radio equipment for all the jurisdictions.

The City of DeWitt will be receiving 25 total radios, 18 portable (handheld) and 7 mobile (6 in-car, DPW/PD, 1 base radio in PD) and three (3) charging banks. The total cost for the radios and chargers is \$98,817.00.

Clinton County is covering 90-percent of the costs utilizing the bond funds and millage revenue. The City will be required to cover the other 10-percent or \$9,882.00. Attached is a breakdown of the costs for the Police Department and Public Works radios.

The total costs for equipment replacement county-wide is approximately \$2 million.

City Council was provided with a memo from Chief Ferguson with more information on the details of the radio replacements.

Motion by Donohue, seconded by Whitman, and carried by unanimous vote of the Council **to approve the 10-percent local match with Clinton County for equipment costs associated with the radio communication upgrades for the Police Department and Public Works Department.**

5. Pay Estimate #17 - Community Room/City Hall Change Order #5

Pay Estimate #17 covers payment for the following items:

- Framing Costs for the Community Room
- Change Order #5

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 \$2,717,657.60, which includes Change Order's 1-5.

Total cost of the project, including furniture and fixtures, IT and demo is \$2,850,105.00. The City has a total budget of \$2,900,000.00.

Motion by Cooper, seconded by Whitman, and carried by unanimous vote of the Council **to approve Pay Estimate #17 in the amount of \$89,147.90 and authorize payment to Parish Corporation**

COUNCIL STAFF REPORTS:

City Attorney:

- Nothing of significance to report

City Clerk-Treasurer:

- Drive thru Santa is ready to go

DARA:

- Reducing the staff until the Stay-at-Home Orders have been lifted

DAESA:

- Meeting December 17

DDA:

- Board Vacancy
- School will be giving out gift cards to the staff for downtown businesses

Planning:

- Meeting December 17th
- Councilmember VanDyke is humbled by his re-appointment

Parks:

- We have received 478 responses on the survey

Police Chief:

- Three new part-time officers will be starting soon
- Use of Force Police is being updated
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ADJOURNMENT:

Motion by VanDyke, seconded by Whitman and carried by unanimous vote of the Council that **the meeting be adjourned at 8:38 p.m.**

Respectfully submitted,

Lisa M. Gysen
City Clerk-Treasurer

Susan J. Leeming
Mayor