

CALL TO ORDER:

Mayor Leeming called the Regular City Council Meeting to order at 7:00pm. She led the pledge of allegiance.

ROLL CALL:

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

Excused: None

STAFF:

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

AUDIENCE:

MSU Journalism Student

AGENDA:

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

APPROVAL OF MINUTES:

Motion by Donohue, seconded by VanDyke and carried by unanimous vote of the Council **to approve the minutes from the January 24 as presented.**

PUBLIC COMMENT:

None

CITY ADMINISTRATORS REPORT:

SALT CONSUMPTION FOR ALL CITY STREETS

The DPS will use approximately 10-11 tons of salt to make one pass through the city on every street. The City has approximately 50 lane miles of streets that make up “one pass” of every street in the city.

ELECTRICAL PERMIT FOR SIGNS

At the January 24 Council meeting a question was asked about the “Per Letter” category on the Electrical Permit for signs. A sign would be charged a “per letter” fee for Neon signs only, which are very rare today with the advent of LED lighting.

DDA COORDINATOR POSITION

The DDA Board of Directors will be considering the appointment of a new DDA Coordinator at their February 14 meeting. The DDA received nine (9) applications and interviewed three (3) candidates for the position. Jennifer Roberts was the unanimous decision by the interview committee for appointment to the position.

TERESA MCCLEAN RETIREMENT

Teresa McClean has announced her retirement from the City of DeWitt. Teresa's first day with the City of DeWitt was July 11, 1996 and has been an extremely valuable employee of the City. Teresa's last day will be April 28, 2022.

GENERAL INFORMATION PACKET

The additional communications included in the General Information Packet are:

- [DAESA Minutes – January 20, 2022](#)
- [Accounts Payable Report – January 21, 2022 – February 10, 2022](#)
- [Assessor Monthly Report – January 2022](#)
- [Clinton County Communication – 2022 Special Environmental Programs](#)
- [Planning Commission Minutes – January 27, 2022](#)

OLD BUSINESS:

None

NEW BUSINESS:

1. DDA and Lions Club of DeWitt March 19, 2022, Cabin Fever Reliever Road Closures

The DDA and Lions Club of DeWitt are proposing to hold the 2nd Annual Cabin Fever Reliever on March 19, 2022. The festival will be held from 4-8 pm and include street closures. Attached is a proposed map of the layout of the festival area.

The DDA is requesting temporary street closures for the following streets:

- South Bridge Street – from Washington Street to Main Street from 11 am -10 pm
- West Main Street – from Bridge Street to Scott Street from 11 am -10 pm.

Motion by Hunsaker, seconded by VanDyke and carried by unanimous vote of the Council to approve the request of the DeWitt Downtown Development Authority and the DeWitt Lions Club to close the 100 Blocks of South Bridge Street and West Main Street from 11 am to 10 pm, March 19, 2022 for the Cabin Fever Reliever.

2. Review Request for Consumption of Alcohol in City Right-of-Way:

City Ordinance Chapter 58, Article I, Section 58-1 Consumption of alcoholic liquor in public areas states: "The city may permit the consumption of beer, wine and alcoholic liquor in its designated municipally owned or controlled areas, other than public parks, for a limited time, by the issuance of a written license by the State of Michigan filed with the city clerk, upon written application to the city and approval by the city council and the chief of police or the designee of either of them."

The Downtown Development Authority (DDA) is requesting approval to allow for the consumption of alcohol in accordance with the City ordinance for the Cabin Fever Reliever on March 19, 2022. Each of the licensed establishments in the downtown district would be responsible for complying with the provisions of their license to determine if carry-out, off-premise consumption is permitted.

The limits of the consumption in the downtown would be the 100 Block of South Bridge Street from Washington to Main Street, and the 100 Block of West Main Street from Scott Street to the east right-of-way line of Bridge Street (refer to map in NB#1) from 3:30-8:30 pm. Signage will be in place delineating the areas where consumption of alcohol is permitted.

Motion by Donohue, seconded by VanDyke and carried by unanimous vote of the Council to **approve the request of the DDA and DeWitt Lions Club allowing the consumption of alcohol in the 100 block of South Bridge Street and West Main Street right-of-way on March 19, 2022 from 3:30-8:30 pm in accordance with City Ordinance, Chapter 58, Article I, Section 58-1 and contingent upon the issuance of a special event Liquor License from the Michigan Liquor Control Commission and proof of insurance coverage adding the City of DeWitt as an additional insured.**

3. Spicer Group Proposal – Playground Equipment Replacement

City Council was provided with a copy of the proposal from Spicer Group to complete plans, specifications and bidding documents for playground equipment at Riverside Park and the Sports Park. The proposal includes survey work to determine the best location for an ADA Accessible path to the playground structure and soccer fields.

Spicer Group completed the Inventory and Assessment of the all the playgrounds in the City of DeWitt and the Master Plan for Riverside and Memorial Park and will be able to utilize much of that information in developing plans for these parks.

Spicer Group's proposal is for an amount not-to-exceed \$15,240.00 with a preliminary schedule to have the bidding documents completed by April 1.

The Parks, Recreation Commission held a kick-off meeting with Spicer Group at their regular meeting on February 9 to give some basic direction on the type of playground equipment for both parks.

Motion by Donohue, seconded by Waters and carried by unanimous vote of the Council to **approve the Spicer Group Proposal for Riverside Park and Sports Park in an amount not-to-exceed \$15,240.00 and authorize the Mayor and City Clerk to sign on behalf of the City of DeWitt.**

4. Poverty Exemption Update:

Assessor Christopher Coucke recently attended a couple of State of Michigan audits of other jurisdictions' assessing departments, to help their departments gain compliance with current laws and regulations. As part of attending these meetings, it was determined that our current poverty exemption resolutions and guidelines are inadequate and should be updated. The accompanying resolution has now been updated, to ensure full compliance with the 2020 and 2021 updates to MCL.211.7u (e) of the Michigan Compiled Laws, which deals with the creation and implementation of poverty exemptions. The assessing department strongly recommends these updates to the policies be adopted as soon as possible. The majority of the City's poverty guidelines will remain the same, however, there is one large exception. Previously, the Board of Review had the discretion to grant poverty exemptions for those applicants who did not meet the

current income guidelines or asset tests, but were facing extraordinary circumstances. The language in MCL.211.7u that allowed for this was removed with the update for 2021, so we have removed this language from our guidelines. When determining whether to grant a poverty exemption, the Board of Review must adhere to the income and asset test limits.

Motion by VanDyke, seconded by Cooper and carried by unanimous vote of the Council to approve prepared Resolution 2022-03, amending the City's Policy and Guidelines for Poverty Exemptions to include the federal poverty guidelines as established for 2022 and rescinds any prior City Guidelines for Poverty Exemptions, and contains updated language.

COUNCIL STAFF REPORTS:

City Attorney:

- Issuing another notice of violation for 122 E. Main Street
- Lawsuit with Clinton County Cares Coalition is ongoing. The City of Mason lost their lawsuit; however, they are appealing.

City Clerk-Treasurer:

- Nominating Petitions are available. They are due by April 19th at 4 pm

DARA:

- Chad Stevens is working on participation review
- Requesting early April contribution from City and DeWitt Township

DAESA:

- Meeting on the 17th

DDA:

- Jennifer Roberts is the new DDA Coordinator. Her first day is 2/22/22

Planning:

- Annual Meeting Schedule was approved
- Reviewed the transportation section
- One vacancy
- Appointed Commissioner Ware as Chair, Commissioner Cook as Vice Chair, and Commissioner Haas as Secretary/Treasurer for 2022

Parks:

- Inflation is affecting the cost of playground equipment
- Looking at grants to help offset increased costs in playground equipment
- Special meeting on March 16

Police Chief:

- Loretta Spinrad will be hosting coffee club at the Memorial Building on the 3rd Tuesday of each month
- Sgt Stoltzfus will attend taser training in Toledo

Council:

- We have a vacancy for Parks Commission and Library Board

ADJOURNMENT:

Motion by VanDyke, seconded by Whitman and carried by unanimous vote of the Council that **the meeting be adjourned at 8:11 p.m.**

Respectfully submitted,

Lisa M. Gysen
City Clerk-Treasurer

Susan J. Leeming
Mayor