

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, Dave Hunsaker, Trevor VanDyke, and Jennifer Whitman

Excused: Denise Donohue and Frank Waters

STAFF:

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

AUDIENCE:

Stella Gallaher, Fire Chief Joe Spagnuolo and Sarah Stoltzfus

AGENDA:

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

APPROVAL OF MINUTES:

Motion by Whitman, seconded by VanDyke and carried by unanimous vote of the Council to **approve the minutes from the February 28, 2022 Regular City Council Meeting as presented.**

PUBLIC HEARING:

Mayor Leeming opened the Public Hearing to receive comments for the City of DeWitt MNRTF Grant Application for McGuire Park Improvements at 7:02 pm

Dan Coss, City Administrator, gave a brief overview of the projects included in this grant.

Hearing no comment, either written or verbal, Mayor Leeming closed the public hearing at 7:12 pm.

PUBLIC COMMENT:

Stella Gallaher, 110 N. Logan Street, mentioned the March is reading month.

SPECIAL PRESENTATION:

Sarah Stoltzfus gave a brief overview of Invoice Cloud, an online payments system, that we are looking to implement on our new website.

CITY ADMINISTRATORS REPORT:

MARCHING BAND STATE CHAMPS SIGNS INSTALLED

The signs acknowledging the 2021-2022 State Championship for the Marching Band have been installed at the entrances to the City.

SPRING BRUSH PICK UP

The DPS spring brush collection has been set for the week of April 25.

DDA CABIN FEVER RELIEVER

The link for the volunteer opportunities has been posted and emailed out to several groups. Anyone that is interested in volunteering can check out the sign-up genius link that was emailed to see what is available. The DDA is still looking for a few more!

FIVE-YEAR BUDGET MEETING

Just a reminder that the Finance Committee meeting is March 21, 2022 @ 6 PM to go over the Five-Year Budget. Food will be served.

GENERAL INFORMATION PACKET

The additional communications included in the General Information Packet are:

- General Ledger Report February 25 – March 10
- Planning Commission Minutes from February 24, 2022
- DAESA 2021 Annual Report

OLD BUSINESS:

None

NEW BUSINESS:

1. Resolution of Support for MNRTF Grant Application – McGuire Park Improvements:
City Council was provided with a prepared resolution outlining the City Council’s support for a Michigan Natural Resources Trust Fund (MNRTF) grant application to be submitted to the Michigan Department of Natural Resources (DNR) for park improvements to McGuire Park.

The McGuire Park improvements will consist of: four (4) pickleball courts, outdoor fitness area with poured-in-place safety surface and a universally accessible pedestrian access path to the Looking Glass River from the existing non-motorized path.

Motion by Whitman, seconded by Hunsaker and carried by unanimous vote of the Council **to approval of Resolution #2022-07 a Resolution of Support for a City of DeWitt MNRTF Grant Application for park improvements to McGuire Park based on a City of DeWitt 33.4-percent match or approximately \$90,232.00.**

2. FY2022-2023 DAESA Budget Overview:
City Council was provided with a copy of the proposed Fiscal Year 2022-2023 DeWitt Area Emergency Services Authority Budget, memo from Chair Landgraf and funding formula calculations.

The Fire Authority Agreement states “the proposed budget shall be submitted to the City and Townships for review prior to March 1st of each year. The City and Townships may recommend adjustments to their own designated Board representatives, but shall not amend, reject or approve the submitted budget. Such recommendations shall be made by April 15th”.

The funding formula is based on data from the following: 2020 Census Bureau for population and households, Clinton County Equalization for State Equalized Values (SEV), and the Fire Authority for three-year average run numbers for all member municipalities. The City Treasurer, Lisa Grysen, has reviewed the funding formula calculations for accuracy.

Chief Spagnuolo was in attendance to go over the budget with City Council and answer any questions that may arise.

Mayor Leeming asked if the number of missed runs and response times could be included in future reports.

Motion by Hunsaker, seconded by VanDyke and carried by unanimous vote of the Council **to receive and place on file the proposed budget dated February 28, 2022 for DAESA Fiscal Year 2022-2023.**

3. Award of the 2022 Local Street Resurfacing Project:

The 2022 Local Street Resurfacing bids were received on March 8, 2022. The City of DeWitt received four (4) qualifying bids from contractors.

City Council was provided with the bid tabulation sheet and bid recommendation from our city engineer, Adam Falkowski.

Mike and Sons Asphalt, Inc. was the lowest qualified bid for the project at \$181,958.95. The other bids received are as follows:

Rieth-Riley Const.	\$201,000.15
C&D Hughes	\$209,973.45
Youngstrom Contracting	\$217,171.00

Motion by Whitman, seconded by Hunsaker and carried by unanimous vote of the Council **to award the 2022 Local Streets Resurfacing contract to Mike & Sons Asphalt, Inc in an amount not-to-exceed \$181,958.95 and authorize the Mayor and City Clerk to sign the contracts on behalf of the City of DeWitt after review and approval of the City Attorney, Brian Goodenough.**

4. Ayla Drive ROW and Street Acceptance Extension:

City Council was provided with the prepared resolution for the acceptance of the Ayla Drive right-of-way and street extension. The developer has completed all the requirements for the street to be accepted into the City of DeWitt Local Street system.

Our engineers, C2AE, were on-site during the construction for observation and the Drain Commissioners Office has completed inspection of the storm sewer system.

The prepared resolution is required by the Michigan Department of Transportation (MDOT) and will be submitted to MDOT for Ayla Drive to be accepted and added to the City's Act 51 local street system.

Motion by Hunsaker, seconded by Cooper and carried by unanimous vote of the Council **to approval of Resolution #2022-04 approving the acceptance of Ayla Drive right-of-way and street extension to the City's local street system.**

5. Noleigh Lane ROW and Street Extension Acceptance:

City Council was provided with the prepared resolution for the acceptance of the Noleigh Lane right-of-way and street extension. The developer has completed all the requirements for the street to be accepted into the City of DeWitt Local Street system.

Our engineers, C2AE, were on-site during the construction for observation and the Drain Commissioners Office has completed inspection of the storm sewer system.

The prepared resolution is required by the Michigan Department of Transportation (MDOT) and will be submitted to MDOT for Noleigh Lane to be accepted and added to the City's Act 51 local street system.

Motion by Hunsaker, seconded by Whitman and carried by unanimous vote of the Council **to approval of Resolution #2022-05 approving the acceptance of Noleigh Lane right-of-way and street extension to the City's local street system.**

6. River Oaks Drive ROW and Street Extension Acceptance:

City Council was provided with the prepared resolution for the acceptance of the River Oaks Drive right-of-way and street extension. The developer has completed all the requirements for the street to be accepted into the City of DeWitt Local Street system.

Our engineers, C2AE, were on-site during the construction for observation and the Drain Commissioners Office has completed inspection of the storm sewer system.

The prepared resolution is required by the Michigan Department of Transportation (MDOT) and will be submitted to MDOT for River Oaks Drive to be accepted and added to the City's Act 51 local street system.

Motion by Hunsaker, seconded by VanDyke and carried by unanimous vote of the Council **to approval of Resolution #2022-06 approving the acceptance of River Oaks Drive right-of-way and street extension to the City's local street system.**

7. 2021 Planning Commission Annual Report – Council Rep VanDyke:

Council member VanDyke was present to highlight the activities listed in the 2021 Planning Commission Annual Report and answer any questions.

Section 2-122 of the City Code requires the Planning Commission to file an annual report of the activities with the City Council outlining projects, proposals, and requests that the Planning Commission considered throughout the calendar year.

Motion by Hunsaker, seconded by Cooper and carried by unanimous vote of the Council **to receive and place on file the 2021 Planning Commission Annual Report.**

8. Cancellation of the March 28, 2022 Regular City Council Meeting:

Motion by Whitman, seconded by Hunsaker and carried by unanimous vote of the Council **to cancel the March 28, 2022 Regular City Council Meeting.**

COUNCIL STAFF REPORTS:

City Attorney:

- April 4, 2022 at 3 pm is the Court hearing for 122 E. Main Street

City Clerk-Treasurer:

- First interviews for the administrative assistant position will be Tuesday and Wednesday

DARA:

- Looking for two interns for the summer
- Summer Camp numbers are increasing
- Looking at before school program

DAESA:

- Meeting is March 17th

DDA:

- Cabin Fever Reliever is March 19th

Planning:

- No Meeting

Parks:

- Special meeting on March 23 to look at playground equipment

Police Chief:

- Handheld radios are live, in car radios in a few more months
- DPS radios are still being worked on

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