

CALL TO ORDER:

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

ROLL CALL:

Members Present: Denise Donohue, Dave Hunsaker, Mark Kellogg, Trevor VanDyke, Jennifer Whitman, and Mayor Leeming

Excused: Matt Cooper

STAFF:

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

AUDIENCE:

Jeremy Blatt, Deputy Field Representative for Allissa Slotkin

AGENDA:

Motion by VanDyke, seconded by Hunsaker 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 January 9, 2023, Regular City Council Meeting as presented.**

PUBLIC COMMENT:

Jeremy Blatt, Deputy Field Representative for Allissa Slotkin introduced himself and gave the City Clerk contact information for himself and Chan Wakefield, Field Representative for Clinton, and Shiawassee Counties.

CITY ADMINISTRATORS REPORT:

UTILITY BILLING SOFTWARE UPGRADE

The BS&A Utility Billing software that the city has been using for many years has taken up all the available memory in our software server. The server will need to be upgraded to handle the additional memory requirements. BS&A has quoted us a price of \$3,500 for the server upgrades. The order has been placed and should be completed before the next billing on April 1.

WEST MAIN STREET TEMPORARY PAVEMENT MARKING MODIFICATIONS

City Council was provided with an aerial highlight of proposed changes to the pavement marking on West Main Street on the south side only. Due to the construction of the Lofts @ 110, the sidewalk will be blocked from the intersection of Bridge and Main to the west by approximately 60 feet. The construction fencing is installed right at the back of the curb making it very difficult to utilize those parking spaces for passenger-side exiting. The proposal would eliminate the bike lane, shift the parking spaces to the north approximately 5 feet and barricade a temporary walkway next to the curb. The walkway would be in the street and separated from the parking spaces by safety cones.

Discussion only and administration will keep an eye on and re-evaluate as necessary.

WILSON-DARTMOUTH CROSSWALK UPGRADES

Due to some safety concerns with the crosswalk on the south side of Wilson Street at Dartmouth, we are making a couple of modifications. The on-street parking lane has been blocked for about 50 feet south of the intersection to prevent cars from staging in this area during drop-off and pick-up at Scott School. When cars stage there, they become a vision obstruction for pedestrians. In addition, a solar-operated crosswalk controller has been ordered and will be installed to signalize the intersection for pedestrians. Once the controller is installed the on-street parking lane barricades will be removed and cross-hatch pavement markings will be installed to indicate staging is not permitted. These modifications should greatly improve the visibility of pedestrians while in the crosswalk.

General Information Packet

- West Main Street Arial Temporary Markings
- Huntington Report
- General Ledger Report
- Chamber of Commerce Materials
- InvoiceCloud Report

GOAL SETTING SESSION:

Motion by Hunsaker, seconded by Donohue and carried by unanimous vote of the Council to change the date of the goal setting session from January 30th to February 13, 2023, at 5:30 pm

OLD BUSINESS:

None

NEW BUSINESS:

1. 2023 Poverty Exemption Resolution 2023-02

The guidelines for the Board of Review (BOR) approving a poverty exemption will remain unchanged. The prepared resolution only updates the Federal Income levels the BOR shall use when determining whether to grant a poverty exemption.

Motion by VanDyke, seconded by Whitman and carried by unanimous vote of the Council **to approve the prepared Resolution Number 2023-03, amending the City's Policy and Guidelines for Poverty Exemptions to include the federal poverty guidelines as established for 2023 and rescinds any prior City Guidelines for Poverty Exemptions.**

2. Resolution Number 2023-01 – Fence Ordinance Amendment:

City Council was provided with Exhibit A and a prepared resolution to adopt Ordinance 2023-01 amending Chapter 78 of the Code of Ordinances regulating Fences within the City of DeWitt.

City Council adopted a resolution introducing the ordinance at their regular meeting on January 9, 2023.

Motion by Hunsaker, seconded by Kellogg and carried by unanimous vote of the Council to **approve the prepared Resolution to adopt Ordinance 2023-01 to regulate Fences, Chapter 78 in the City of DeWitt and authorize the publication of the ordinance with an effective date seven (7) days after publication.**

3. Digital Board Books:

City Council was provided with a breakdown, prepared by Paul Nadrowski, of the costs and options for switching City Council packets to digital packets.

Paul Nadrowski and Sarah Stoltzfus met with both vendors and had an opportunity to trail each of the products.

The Boardable package will do everything the city needs and the cost is based on the number of users.

After discussion, it was the consensus of City Council to not change to paperless/digital City Council packets at this time.

4. City Hall Dedication Plaque:

City Council was provided with two (2) different renderings of the plaque commemorating the opening of City Hall.

The plaque will be made from stainless steel and installed just to the left (east) of the doors entering City Hall from the parking lot.

The plaque cost is approximately \$4,200.00.

City Council chose option a for dedicating the new City Hall and Community Room.

COUNCIL STAFF REPORTS:

City Attorney:

- Petitioning the Court for a hearing date regarding 122 E. Main

City Clerk-Treasurer:

- Property Taxes are due on February 14th
- Utility Bills are due on January 25

DARA:

- No Meeting

DAESA:

- Working on the 2023-2024 Budget which may include a full-time employee for day-coverage

DDA:

- No Meeting
- Special Meeting scheduled for February 10 at 11:30 am regarding the liquor license for the Cabin Fever Reliever

Planning:

- Meeting Cancelled

Parks:

- No Meeting

Police Chief:

- New full-time officer, Wayne Umholtz, started on 1/23/2023
- LEIN audit is complete
- Riverside Park bathrooms were vandalized

ADJOURNMENT:

Motion by VanDyke, seconded by Whitman and carried by unanimous vote of the Council that **the meeting is adjourned at 8:19 p.m.**

Respectfully submitted,

Lisa M. Grysen
City Clerk-Treasurer

Susan J. Leeming
Mayor