



CITY OF DEWITT

DEWITT CITY HALL · 414 EAST MAIN STREET · DEWITT, MICHIGAN 48820

City Council Meeting
414 East Main Street DeWitt MI
Meeting Agenda
Monday, September 11, 2023
7:00 P.M.

Call to Order City Council Meeting

Pledge of Allegiance

Approval of Agenda

Approval of Minutes August 28, 2023 City Council Minutes

Public Comments The public is encouraged to address the City Council at this time. Generally, citizens are not recognized to speak at any other time during the meeting. Unless granted additional time by the Mayor, each member of the public is limited to three (3) minutes.

Special Presentation - Tim Fair, President – Clinton County Catalyst (C3) –
Tim was recently appointed President of C3, formerly Clinton County Economic Alliance, and would like to discuss the city becoming a member again.

City Administrators Report

Old Business None

New Business

1. East Madison Street Storm Sewer Repair

RECOMMENDED ACTION: Authorize Verlinde Excavating and Trucking, in the not-to-exceed amount, of \$12,055.00 to complete the Storm Sewer Repair and Replacement work at 207 East Madison Street.

2. MML Delegate Appointment

RECOMMENDED ACTION: To appoint Mayor Leeming as the Voting Delegate and Mayor Pro-Tem Hunsaker as the Alternate Voting Delegate for the Michigan Municipal League Annual Meeting held October 18-20, 2023.

Council/Staff Reports

Adjournment

Official minutes of the Council Meetings are available for public inspection at the Clerk's Office, 414 East Main Street, DeWitt, Michigan 48820. The City of DeWitt will provide to individuals with disabilities, reasonable auxiliary aids and services which are needed to fully participate in any meeting provided a 72-hour notice is received by phone or in writing. Contact the City Clerk at 414 East Main Street, DeWitt, Michigan 48820, or by calling (517) 669-2441. POSTED: September 7, 2023.

CALL TO ORDER CITY COUNCIL:

The Regular City Council Meeting was called to order at 7:00 p.m. Mayor Leeming led the pledge of allegiance.

ROLL CALL:

Members Present: Councilmembers: Donohue, Kellogg, Ostrander, VanDyke, and Whitman, Mayor Pro-Tem Hunsaker, Mayor Leeming

Excused: None

STAFF:

Daniel Coss, City Administrator; Sarah Stoltzfus, Interim Clerk/Treasurer; Bruce Ferguson, Chief of Police, and Brian Goodenough, City Attorney, Sergeant Stoltzfus

AUDIENCE:

Stella Gallagher, 110 N Logan St, DeWitt, MI 48820
Anna Shafer, 402 W. Main St., DeWitt, MI 48820
Teresa McClean, 1005 W. Geneva Dr., DeWitt, MI 48820
Josh Sanchez, WLNS News 6

AGENDA:

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

APPROVAL OF MINUTES:

Motion by VanDyke, seconded by Kellogg, carried by unanimous vote of the Council **to approve the minutes from the August 14, 2023, Regular City Council Meeting.**

Motion by Ostrander, seconded by VanDyke, carried by unanimous vote of the Council **to approve the minutes from the August 14, 2023, Closed Session City Council Meeting.**

PUBLIC COMMENT:

Stella reported on the Ox Roast and that she and her grandchildren had a lot of fun.

CITY ADMINISTRATORS REPORT:

Administrator Coss went over the City Administrator's report that was provided to the council in the agenda packet.

OLD BUSINESS:

None

NEW BUSINESS:

1. **Certificate of Proclamation – Constitution Week Staff Report**

Motion by Donohue, seconded by VanDyke, carried by unanimous vote of the Council to **proclaim September 17th through September 23rd as Constitution Week in the City of DeWitt.**

2. Mayor Leeming's Recommendation to Terminate Administrative Officer

Mayor Pro-Tem Hunsaker reviewed the documentation and conferred with Mayor Leeming on the decision to terminate Lisa Grysen. Councilmember VanDyke was verbal with his support toward the decision, and all the councilmembers were in full support of the decision as well.

Motion by Hunsaker, seconded by VanDyke, carried by unanimous vote of the Council to **approve Mayor Leeming's recommendation to terminate Lisa Grysen, City Clerk-Treasurer effective August 18, 2023.**

3. Confirm Mayor Leeming's Appointment of Sarah Stoltzfus as Interim City Clerk-Treasurer

Motion by Whitman, seconded by Donohue and carried by unanimous vote of the Council to **confirm Mayor Leeming's appointment of Sarah Stoltzfus as Clerk-Treasurer and set compensation annually at \$75,780.00.**

COUNCIL STAFF REPORTS:

City Attorney:

Nothing much to report, code enforcement violations are getting resolved

City Clerk-Treasurer:

Grateful for the opportunity and excited to serve the City of DeWitt in this new capacity.

DARA:

Next Tuesday

DDA:

Next Meeting is Tuesday, September 12th

DAESA:

The Fire Authority is meeting in partnering townships for the monthly board meetings. Olive Township will host the August meeting and Riley Township will host the September meeting.

Planning:

The Planning Commission approved the Master Plan at the August meeting. The next meeting is Thursday, September 28th.

Parks:

Councilmember Donohue reported "You've seen our handiwork" and shared that the community is loving the new playground equipment.

Mayor Leeming:

Mayor Leeming read into the record a press release dated August 28, 2023.

Police Chief:

Chief Ferguson reported that the Ox Roast went well and the Car Show was well attended. He also reported on the sirens inadvertently going off and they are looking into ways to update the residents of warnings and important updates via mobile devices.

ADJOURNMENT:

Motion by VanDyke, seconded by Whitman and carried by unanimous vote of the Council that **the meeting is adjourned at 7:25 p.m.**

Respectfully submitted,

Sarah Stoltzfus
Interim Clerk-Treasurer

Sue Leeming
Mayor

DDA Farmers Market – October Fall Fest

The DDA is planning the October 10 Fall Fest at the Farmers Market. This is the last market of the season and will include trick-or-treating at the market and with participating local businesses. There are additional street closures and the area will allow for consumption of alcohol with the event.

MML Fall Conference

The deadline is fast approaching for the fall conference in Traverse City. If anyone is interested, please let me know and we will get you registered.

Fall Leaf Season Preparation

The DPW is preparing for the fall leaf season. All of the equipment is being serviced and routine maintenance is performed. The DPW is in need of a couple of seasonal employees and has posted the opening on our website and Facebook page.

General Information Packet

- General Ledger Report 8-25 to 9-07
- InvoiceCloud Report
- Planning Commission Minutes – 08/24/2023
- Clinton County Free For Fall Flyer
- August Assessor Summary

September	
Tuesdays	Downtown DeWitt Farmers Market
12 – Tuesday	Downtown Development Authority Meeting
18th to 22nd	Fall Brush Pickup
25 – Monday	City Council Meeting
28 – Thursday	Planning Commission Meeting

REPORT TO THE CITY ADMINISTRATOR

September 6, 2023

SUBJECT: 2023 Storm Drain Repair

SCOPE:

Excavate and replace 140' of damaged 10" storm sewer along the 200 block of East Madison Street with 140' of new 12" storm sewer and reconnect 207 East Madison's storm sewer lead.

BACKGROUND:

On 8-15-2023, due to heavy rains in the early morning, the DPS responded to 207 E Madison because a catch basin (#118) on the East side of the property was overflowing and causing flooding of the street and property at 207 East Madison. After working with SCCMUA to clear the blockage the storm sewer functioned normally, and the water drained.

On 8-16-23, the 10" storm sewer was camera inspected and it was discovered that the pipe has a restriction from a previous repair, we believe, due to the installation of a Frontier utility pole many years earlier. In addition, the homeowner's storm sewer lead was broken at the city storm sewer main and was contributing to the blockage.

Three excavating companies, Cook Brothers, Youngstrom and Verlinde, were contacted multiple times to give the city a quote for the urgent stormwater sewer repair. Due to the limited availability of contractors only one (1) proposal was received. The proposal from Verlinde Excavating and Trucking quoted the 140' replacement of the 10" storm sewer with 12" storm sewer from CB 118 to CB 117, repairing/hooks up the storm sewer lead at 207 East Madison, temporary gravel for the driveway at 207 East Madison, and two (2) catch basin taps in the amount of \$12,055.00.

Verlinde Excavating is scheduled to be in the city completing storm sewer work for the Lofts Project downtown and was willing to work the city project in to their schedule.

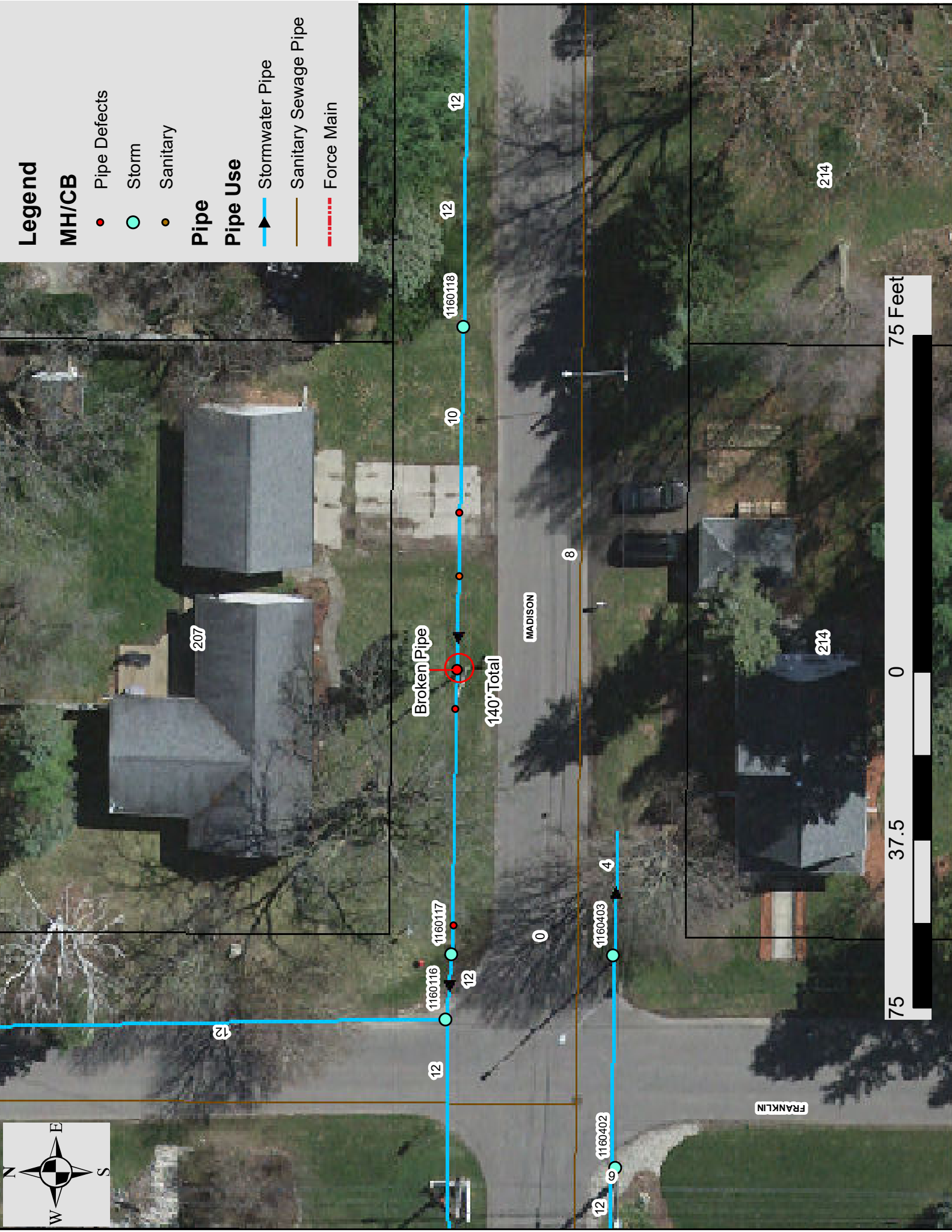
Given the urgency of the repair, and when compared to the storm sewer work unit pricing from the 2023 Turner Street Resurfacing project, along with past storm sewer replacement work on E Madison (2015), the quote from Verlinde is competitive.

The repair work if approved would be scheduled to be completed within two (2) weeks. Verlinde has done work in the city a number of times, including the all of the excavation and underground work for the old pharmacy site.

RECOMMENDATION:

To recommend Verlinde Excavating and Trucking for the not-to-exceed amount of \$12,055.00 for the Storm Sewer Repair and Replacement work in the 200 block of East Madison Street.

Rich Miller, Supervisor
Public Service Department



Legend

MH/CB

- Pipe Defects
- Storm
- Sanitary

Pipe

Pipe Use

- Stormwater Pipe
- Sanitary Sewage Pipe
- Force Main

Broken Pipe

140" Total

MADISON

FRANKLIN

207

214

214

12

12

12

10

8

0

4

12

12

12

12

1160116

1160117

1160118

1160403

1160402

75 Feet

0

37.5

75



-3.1%

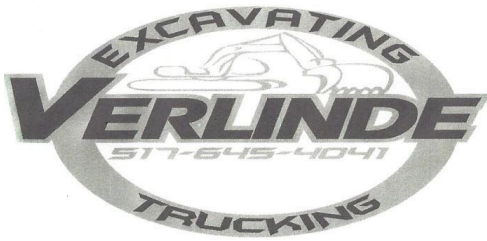
13:12:49 16-AUG-2023

72.25'



ASUS





Proposal / Quote

To: City of Dewitt
414 East Main Street
Dewitt, MI 48820
rmiller@dewittmi.gov

DATE: August 29, 2023
SALESMAN: John Verlinde (517-202-4167)
verlindeexcavating@gmail.com
TERMS: Net 30

207 MADISON STORM SEWER REPAIR DEWITT, MICHIGAN

Replace pipe from Catch Basin 1160117 to edge of driveway and hook
back up to existing storm lead – Backfill and Rough Grade.....\$ 7,550.00

Replace pipe from Catch Basin 1160117 to Catch Basin 1160118 and hook
back up to existing storm lead – Saw cut and remove concrete driveway -
Install temporary gravel in driveway – Backfill and Rough Grade \$ 12,055.00

JOB EXCLUDES: Concrete replacement – Topsoil and Seeding – Responsibility for damages to
unmarked private underground utilities

We propose hereby to furnish all labor and materials complete in accordance with the above specifications for the sum of: \$

All material is guaranteed to be as specified. All work to be completed in a safe, workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by workman's compensation insurance.

Note. This proposal may be withdrawn by us if not accepted within 30 days

Authorized Signature 

Acceptance of proposal — The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

DATE OF ACCEPTANCE _____

SIGNATURE _____

Staff Report for Council Agenda Item

Agenda Item: NB #2
Meeting Date: September 11, 2023

TO: Mayor Leeming and Council Members
FROM: Dan Coss, City Administrator
DATE: September 7, 2023
RE: MML Delegate Appointment

FACTS: The MML Fall Convention Annual Meeting requires the city to designate a voting delegate on behalf of the City of DeWitt with authorization to vote on the Core Legislative Principles document and any other business that may be brought forward at the annual meeting.

The Mayor and Mayor Pro-Tem will be attending the convention in October. The MML by-laws allow municipalities to designate a voting delegate and an alternative voting delegate.

Attached is a communication from MML outlining the process.

RECOMMENDED ACTION: To appoint Mayor Leeming as the Voting Delegate and Mayor Pro-Tem Hunsaker as the Alternate Voting Delegate for the Michigan Municipal League Annual Meeting held October 18-20, 2023.

MOTION BY: _____ SECONDED BY: _____

ROLL CALL VOTE: Ostrander _____ VanDyke _____
Donohue _____ Kellogg _____
Hunsaker _____ Whitman _____

July 10, 2023

Michigan Municipal League Annual Meeting Notice

(Please present at the next Council, Commission or Board Meeting)

Dear Official:

The Michigan Municipal League Annual Convention will be held in Traverse City, October 18-20, 2023. The League's "**Annual Meeting**" is scheduled for 4:30 pm on Wednesday, October 18 in Governors' Hall A at the Grand Traverse Resort & Spa. The meeting will be held for the following purposes:

1. **Election of Trustees**. To elect five members of the Board of Trustees for terms of four years each (see #1 on page 2).
2. **Policy**. A) **To vote on the Core Legislative Principles document.**

In regard to the proposed League Core Legislative Principles, the document is available on the League website at <https://mml.org/resources-research/delegate/>. If you would like to receive a copy of the proposed principles by fax, please call Monica Drukis at the League at 800-653-2483.

B) If the League Board of Trustees has presented any resolutions to the membership, they also will be voted on. (See #2 on page 2.)

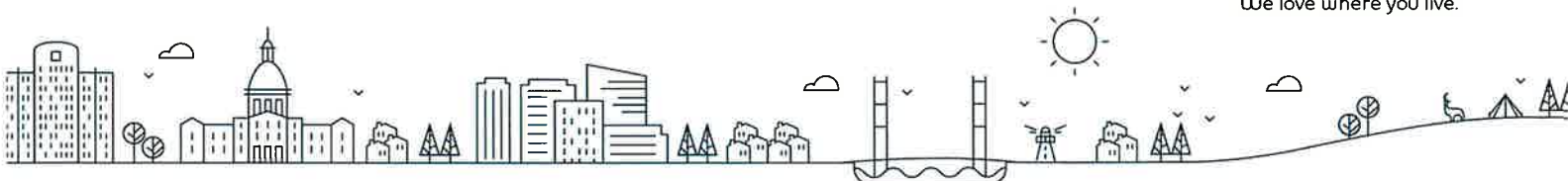
In regard to resolutions, member municipalities planning on submitting resolutions for consideration by the League Trustees are reminded that under the Bylaws, they must be submitted to the Trustees for their review by **September 18, 2023**.

3. **Other Business**. To transact such other business as may properly come before the meeting.

Designation of Voting Delegates

Pursuant to the provisions of the League Bylaws, **you are requested to designate by action of your governing body one of your officials who will be in attendance at the Convention as your official representative to cast the vote of the municipality at the Annual Meeting, and, if possible, to designate one other official to serve as alternate.** Please submit this information through the League website by visiting <https://mml.org/resources-research/delegate/> **no later than September 18, 2023.**

We love where you live.



Regarding the designation of an official representative of the member to the annual meeting, please note the following section of the League Bylaws:

“Section 4.4 - Votes of Members. Each member shall be equally privileged with all other members in its voice and vote in the election of officers and upon any proposition presented for discussion or decision at any meeting of the members. Honorary Members shall be entitled to participate in the discussion of any question, but such members shall not be entitled to vote. The vote of each member shall be cast by its official representative attending the meeting at which an election of officers or a decision on any proposition shall take place. Each member shall, by action of its governing body prior to the annual meeting or any special meeting, appoint one official of such member as its principal official representative to cast the vote of the member at such meeting, and may appoint one official as its alternate official representative to serve in the absence or inability to act of the principal representative.”

1. Election of Trustees

Regarding election of Trustees, under Section 5.3 of the League Bylaws, five members of the Board of Trustees will be elected at the annual meeting for a term of four years. The regulations of the Board of Trustees require the Nominations Committee to complete its recommendations and post the names of the nominees for the Board of Trustees on a board at the registration desk at least four hours before the hour of the business meeting.

2. Statements of Policy and Resolutions

Regarding consideration of resolutions and statements of policy, under Section 4.5 of the League Bylaws, the Board of Trustees acts as the Resolutions Committee, and “no resolution or motion, except procedural and incidental matters having to do with business properly before the annual meeting or pertaining to the conduct of the meeting, shall be considered at the annual meeting unless it is either (1) submitted to the meeting by the Board of Trustees, or (2) submitted in writing to the Board of Trustees by resolution of the governing body of a member at least thirty (30) days preceding the date of the annual meeting.” Thus, the deadline this year for the League to receive resolutions is **September 18, 2023**. Please submit resolutions to the attention of Daniel P. Gilmartin, Executive Director/CEO at 1675 Green Rd., Ann Arbor, MI 48105. **Any resolution submitted by a member municipality will go to the League Board of Trustees, serving as the resolutions committee under the Bylaws, which may present it to the membership at the Annual Meeting or refer it to the appropriate policy committee for additional action.**

Further, “Every proposed resolution submitted to the Board of Trustees by a member shall be stated in clear and concise language and shall be accompanied by a statement setting forth the reasons for recommending the proposed resolution. The Board shall consider the proposal at a Board meeting prior to the next annual meeting and, after consideration, shall make a recommendation as to the advisability of adopting each such resolution or a modification thereof.

We love where you live.



3. Posting of Proposed Resolutions and Core Legislative Principles

The proposed Michigan Municipal League Core Legislative Principles and any new proposed Resolutions recommended by the Board of Trustees for adoption by the membership will be available on the League website, or at the League registration desk to permit governing bodies of member communities to have an opportunity to review such proposals and delegate to their voting representative the responsibility for expressing the official point of view of the member at the Annual Meeting.

The Board of Trustees will meet on Tuesday, October 17, 2023 at the Grand Traverse Resort & Spa for the purpose of considering such other matters as may be requested by the membership, in addition to other agenda items.

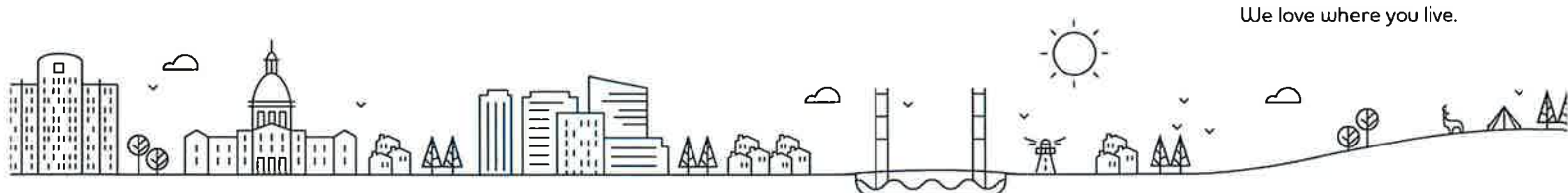
Sincerely,



Barbara Ziarko
President
Councilmember, City of Sterling Heights



Daniel P. Gilmartin
Executive Director & CEO



INFORMATIONAL

INVOICE GL DISTRIBUTION REPORT FOR CITY OF DEWITT
 EXP CHECK RUN DATES 08/25/2023 - 09/07/2023
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
 BANK CODE: 01

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 101 GENERAL FUND					
Dept 000					
101-000-070.000	DUE FROM FIRE AUTHORITY	VC3 INC.	08/25/23	121358	24.00
101-000-084.002	DUE FROM DDA	CONSUMERS ENERGY	08/25/23	STATEMENT	150.38
101-000-084.002	DUE FROM DDA	VC3 INC.	08/25/23	121358	6.00
101-000-084.002	DUE FROM DDA	METROPOLITAN LIFE INS. COM	08/25/23	STATEMENT	140.40
101-000-084.002	DUE FROM DDA	PHYSICIANS HEALTH PLAN-LAN	08/25/23	232270001	1,306.46
101-000-231.002	UNION DUES	MICHIGAN AFSCME COUNCIL 25	08/25/23	STATEMENT	152.96
101-000-231.002	UNION DUES	CAPITOL CITY LABOR PROGRAM	08/25/23	STATEMENT	197.44
101-000-231.010	MERS HCSP	MERS HCSP	09/06/23	STATEMENT	1,245.98
101-000-256.000	COMMUNITY ROOM REFUNDABLE DEPOSI	VERONICA MARTINEZ	08/25/23	CHECK REQUEST	150.00
101-000-256.000	COMMUNITY ROOM REFUNDABLE DEPOSI	STATE OF MICHIGAN	08/25/23	CHECK REQUEST	150.00
101-000-256.000	COMMUNITY ROOM REFUNDABLE DEPOSI	AMY SMITH	08/25/23	CHECK REQUEST	150.00
101-000-631.000	PARK USE FEES	AMY SMITH	08/25/23	CHECK REQUEST	110.00
Total For Dept 000					3,783.62
Dept 101 COUNCIL					
101-101-961.000	MISCELLANEOUS	BLT'S WEARABLE ART	08/25/23	54460	111.40
Total For Dept 101 COUNCIL					111.40
Dept 172 ADMINISTRATOR					
101-172-716.000	HEALTH/DENTAL	METROPOLITAN LIFE INS. COM	08/25/23	STATEMENT	178.75
101-172-716.000	HEALTH/DENTAL	PHYSICIANS HEALTH PLAN-LAN	08/25/23	232270001	2,003.83
101-172-958.000	MEMBERSHIP	BASIC INSURANCE	08/25/23	IN2827028	8.76
Total For Dept 172 ADMINISTRATOR					2,191.34
Dept 238 RETIREE BENEFITS					
101-238-716.000	HEALTH/DENTAL	METROPOLITAN LIFE INS. COM	08/25/23	STATEMENT	38.35
101-238-716.000	HEALTH/DENTAL	PHP MEDICARE	08/25/23	STATEMENT	88.00
101-238-716.000	HEALTH/DENTAL	ROBERT WATSON	08/25/23	STATEMENT	222.37
Total For Dept 238 RETIREE BENEFITS					348.72
Dept 250 CLERK-TREASURER					
101-250-716.000	HEALTH/DENTAL	METROPOLITAN LIFE INS. COM	08/25/23	STATEMENT	178.75
101-250-716.000	HEALTH/DENTAL	PHYSICIANS HEALTH PLAN-LAN	08/25/23	232270001	713.03
101-250-958.000	MEMBERSHIP	BASIC INSURANCE	08/25/23	IN2827028	8.76
Total For Dept 250 CLERK-TREASURER					900.54
Dept 265 CITY HALL/GROUNDS					
101-265-740.000	OPERATING SUPPLIES	VC3 INC.	08/25/23	121358	18.00
101-265-806.000	AUDIT SERVICE	WATKINS ROSS	08/25/23	51285-CRV24	4,000.00
101-265-850.000	TELEPHONE	COMCAST	08/25/23	180355362	557.30
101-265-850.000	TELEPHONE	COMCAST	08/25/23	179447708	471.94
101-265-900.000	PRINTING/PUBLISHING	USA TODAY NETWORK	08/25/23	0005788333	154.60
101-265-926.000	STREET LIGHTS	CONSUMERS ENERGY	08/25/23	STATEMENT	116.08
101-265-927.000	UTILITIES	CONSUMERS ENERGY	08/25/23	STATEMENT	2,946.32
101-265-927.000	UTILITIES	CONSUMERS ENERGY	08/25/23	STATEMENT	37.43
101-265-930.000	REPAIR/MAINTENANCE	DAZZLE CLEANING SERVICE	08/25/23	5213	95.40
101-265-930.000	REPAIR/MAINTENANCE	DAZZLE CLEANING SERVICE	08/25/23	5282	95.40
101-265-930.000	REPAIR/MAINTENANCE	DAZZLE CLEANING SERVICE	08/25/23	5364	95.40
101-265-930.000	REPAIR/MAINTENANCE	M P C CASHWAY LUMBER CO,	108/25/23	119080	19.80
101-265-932.000	COMPUTER MAINTENANCE	B S & A SOFTWARE	08/25/23	STATEMENT	500.00
101-265-932.000	COMPUTER MAINTENANCE	VC3 INC.	08/25/23	120928	300.00
Total For Dept 265 CITY HALL/GROUNDS					9,407.67

INVOICE GL DISTRIBUTION REPORT FOR CITY OF DEWITT
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GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 101 GENERAL FUND					
Dept 301 POLICE					
101-301-716.000	HEALTH/DENTAL	METROPOLITAN LIFE INS. COM	08/25/23	STATEMENT	511.70
101-301-716.000	HEALTH/DENTAL	PHYSICIANS HEALTH PLAN-LAN	08/25/23	232270001	4,287.74
101-301-740.000	OPERATING SUPPLIES	VC3 INC.	08/25/23	121358	30.00
101-301-740.000	OPERATING SUPPLIES	PNC BANK	09/01/23	STATEMENT	60.52
101-301-850.000	TELEPHONE	COMCAST	08/25/23	180355362	278.65
101-301-850.000	TELEPHONE	COMCAST	08/25/23	179447708	235.97
101-301-850.000	TELEPHONE	WBI, INC.	08/25/23	STATEMENT	28.62
101-301-864.000	CONFERENCE/TRAVEL	PNC BANK	09/01/23	STATEMENT	147.12
101-301-958.000	MEMBERSHIP	BASIC INSURANCE	08/25/23	IN2827028	35.04
101-301-980.000	CAPITAL OUTLAY/MISCELLANEOUS	PRO COMM INC.	08/25/23	46288	13,062.25
Total For Dept 301 POLICE					18,677.61
Dept 441 PUBLIC SERVICES					
101-441-716.000	HEALTH/DENTAL	METROPOLITAN LIFE INS. COM	08/25/23	STATEMENT	497.90
101-441-716.000	HEALTH/DENTAL	PHYSICIANS HEALTH PLAN-LAN	08/25/23	232270001	3,970.24
101-441-740.000	OPERATING SUPPLIES	DORNBOS SIGN & SAFETY INC	08/25/23	INV71228	195.00
101-441-740.000	OPERATING SUPPLIES	VC3 INC.	08/25/23	121358	3.00
101-441-740.000	OPERATING SUPPLIES	PRICE RIGHT	08/25/23	55043617	16.88
101-441-740.000	OPERATING SUPPLIES	PRICE RIGHT	08/25/23	55043660	88.50
101-441-740.000	OPERATING SUPPLIES	PRICE RIGHT	08/25/23	55043611	31.07
101-441-740.000	OPERATING SUPPLIES	ZEP MANUFACTURING COMPANY	08/25/23	9008828658	461.95
101-441-850.000	TELEPHONE	COMCAST	08/25/23	180355362	92.89
101-441-850.000	TELEPHONE	COMCAST	08/25/23	179447708	78.65
101-441-927.000	UTILITIES	CONSUMERS ENERGY	08/25/23	STATEMENT	26.18
101-441-927.000	UTILITIES	CONSUMERS ENERGY	08/25/23	STATEMENT	46.05
101-441-927.000	UTILITIES	CONSUMERS ENERGY	08/25/23	STATEMENT	65.96
101-441-930.000	REPAIR/MAINTENANCE	BOYNTON FIRE SAFETY SERVICE	08/25/23	72123-755	575.00
101-441-958.000	MEMBERSHIP	BASIC INSURANCE	08/25/23	IN2827028	21.90
Total For Dept 441 PUBLIC SERVICES					6,171.17
Dept 751 PARKS FACILITIES					
101-751-927.000	UTILITIES	CONSUMERS ENERGY	08/25/23	STATEMENT	35.27
101-751-927.000	UTILITIES	CONSUMERS ENERGY	08/25/23	STATEMENT	28.81
101-751-927.000	UTILITIES	CONSUMERS ENERGY	08/25/23	STATEMENT	72.99
101-751-927.000	UTILITIES	CONSUMERS ENERGY	08/25/23	STATEMENT	91.59
101-751-927.000	UTILITIES	LANSING BD OF WATER & LIGHT	08/25/23	STATEMENT	197.80
101-751-930.000	REPAIR/MAINTENANCE	M P C CASHWAY LUMBER CO, I	08/25/23	119751	28.24
101-751-980.000	CAPITAL OUTLAY/MISCELLANEOUS	PENCHURA, LLC.	08/25/23	23-629-1	15,045.00
101-751-980.000	CAPITAL OUTLAY/MISCELLANEOUS	PENCHURA, LLC.	08/25/23	23-595-2	22,570.00
101-751-980.000	CAPITAL OUTLAY/MISCELLANEOUS	PENCHURA, LLC.	08/25/23	23-595-3	2,500.00
Total For Dept 751 PARKS FACILITIES					40,569.70
Total For Fund 101 GENERAL FUND					82,161.77

INVOICE GL DISTRIBUTION REPORT FOR CITY OF DEWITT
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GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 202 MAJOR STREET Dept 000 202-000-808.000	CONSTRUCTION	MICHIGAN DEPT OF TRANSPORT	08/25/23	STATEMENT	58,488.26
			Total For Dept 000		58,488.26
			Total For Fund 202 MAJOR STREET		58,488.26

INVOICE GL DISTRIBUTION REPORT FOR CITY OF DEWITT
EXP CHECK RUN DATES 08/25/2023 - 09/07/2023
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
BANK CODE: 01

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 203 LOCAL STREET Dept 000 203-000-740.001	OPERATING SUPPLIES/ROUTINE	MIKE MOLLITOR DESIGNS	08/25/23	4364	280.00
			Total For Dept 000		280.00
			Total For Fund 203 LOCAL STREET		280.00

INVOICE GL DISTRIBUTION REPORT FOR CITY OF DEWITT
EXP CHECK RUN DATES 08/25/2023 - 09/07/2023
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
BANK CODE: 01

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 592 WATER/SEWER					
Dept 000					
592-000-804.000	SCCMUA/SEWER	S. C. C. M. U. A.	08/25/23	STATEMENT	37,849.58
592-000-932.000	COMPUTER MAINTENANCE	B S & A SOFTWARE	08/25/23	STATEMENT	500.00
			Total For Dept 000		38,349.58
			Total For Fund 592 WATER/SEWER		38,349.58

INVOICE GL DISTRIBUTION REPORT FOR CITY OF DEWITT
 EXP CHECK RUN DATES 08/25/2023 - 09/07/2023
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
 BANK CODE: 01

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 661 MOTOR POOL					
Dept 000					
661-000-751.001	GAS/OIL POLICE	EISELER OIL COMPANY	08/25/23	261383	499.42
661-000-751.003	GAS/OIL DPW	EISELER OIL COMPANY	08/25/23	261383	499.42
661-000-930.003	REPAIR/MAINTENANCE/DPW	FAMILY FARM AND HOME	08/25/23	005839/V	159.99
661-000-961.000	MISCELLANEOUS	CARWASH EXPRESS INC.	08/25/23	10023	52.50
661-000-961.001	MISCELLANEOUS/POLICE	NORTHSIDE TOWING OF SAINT	08/25/23	0344	80.00
661-000-961.001	MISCELLANEOUS/POLICE	QUALITY TIRE, INC.	08/25/23	1-113874	22.00
Total For Dept 000					1,313.33
Total For Fund 661 MOTOR POOL					1,313.33

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
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Fund Totals:

Fund 101 GENERAL FUND	82,161.77
Fund 202 MAJOR STREET	58,488.26
Fund 203 LOCAL STREET	280.00
Fund 592 WATER/SEWER	38,349.58
Fund 661 MOTOR POOL	1,313.33

Total For All Funds:	<u>180,592.94</u>
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Paul Nadrowski

From: no-reply=invoicecloud.com@mg.invoicecloud.com on behalf of InvoiceCloud <no-reply@invoicecloud.com>
Sent: Wednesday, September 6, 2023 10:12 AM
To: Paul Nadrowski
Subject: InvoiceCloud Daily Management Report



City of Dewitt:

Daily Management Report for 9/6/2023:

Invoice Type	YTD #	YTD \$	MTD #	MTD \$	Day #	Day \$	Paperless #	AutoPay #
Summer Tax	53	\$196,478.31	5	\$19,660.64	2	\$9,256.20	0	52
Winter Tax	130	\$141,488.27	0	\$0.00	0	\$0.00	0	51
Utility	2,739	\$386,978.94	3	\$850.87	0	\$0.00	937	535
Misc./General Receipts	242	\$35,294.42	5	\$30.00	4	\$40.00	0	0
Building Permits	160	\$58,581.00	2	\$282.00	2	\$282.00	0	0



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City of DeWitt Assessor's Office

Monthly Summary of Activities for the Assessing Department
August, 2023

GENERAL:

PROPERTY TRANSFERS AND DEEDS:

- 11 Deeds Processed
 - 9 Warranty Deeds
 - 3 Quit Claim Deed
- 1 New PRE's Granted

Assessing is working in the 2024 database.

PERSONAL PROPERTY:

Assessing office is now looking for new accounts, and processing any amended petitions.

FIELD INSPECTIONS:

Assessing has resumed regular field work.

PENDING ISSUES FOR CITY COUNCIL TO BE AWARE OF:

No 2023 appeals filed so far. Commercial and Industrial deadline has passed, and it does not look like the City of DeWitt will have any appeals from those classes of property.

NEXT BOARD OF REVIEW MEETING:

December Board of Review, December 12th.

ASSESSOR ANNOUNCEMENTS:

The City of DeWitt, and all of Clinton County, is currently going through the revised Assessing Office Audit by the State of Michigan. The assessor's office will provide updates as they become available.

The assessor's office attended their Assessing Audit review. We are waiting for our results, but do not know a time frame for receiving the results.

CALL TO ORDER:

Chairman Ware called the meeting to order at 7:00p.m. and Commissioner Lee led the pledge of allegiance.

ROLL CALL

Members Present: Ware, Haas, Patterson, Clement, Lee

Members Excused: Cook, VanDyke

STAFF:

City Administrator Daniel Coss, Administrative Specialist Sarah Stoltzfus and Planner Liz Gunden of Beckett & Raeder.

AUDIENCE:

APPROVE AGENDA:

Motion by Commissioner Patterson, seconded by Commissioner Haas and carried by unanimous vote of the Planning Commission that **the Planning Commission's agenda for August 24, 2023, be approved as presented. MOTION CARRIED.**

APPROVAL OF MINUTES:

Motion by Commissioner Patterson, seconded by Commissioner Lee and carried by unanimous vote of the Planning Commission that **the minutes of the June 22, 2023, Regular Planning Commission Meeting be approved as presented. MOTION CARRIED.**

PUBLIC HEARING: Master Plan Presentation

Open: 7:01pm

Close: 7:19pm

PUBLIC COMMENTS:

None

NEW BUSINESS:

1. Approval of the 2023 City of DeWitt Master Plan

Planning Commission has final approval of the City of DeWitt Master Plan.

Motion by Commissioner Patterson, seconded by Commissioner Lee and carried by unanimous vote of the Planning Commission **to approve the City of DeWitt 2023 Master Plan as presented on August 24, 2023.**

PLANNING COMMISSION MEMBER COMMENTS:

Administrator Coss reported on downtown updates. The Ox Roast had a great turnout. Construction is moving right along with the Lofts at 110 S. Bridge.

ADJOURNMENT:

Motion by Commissioner Lee, seconded by Commissioner Haas and carried by unanimous vote of the Planning Commission that **this meeting be adjourned at 7:28 pm.**

Respectfully submitted,

Sarah Stoltzfus,
Recording Secretary



2023 CLINTON COUNTY FREE FOR FALL COLLECTION EVENT

Clinton County Residents Only

ABOUT: The Free for Fall Collection event is being offered as a service to residents of Clinton County to assist in the safe disposal of household hazardous waste and to encourage the proper recycling of electronics. Minimal fees apply - see back side of this flier.

**October 7th –
Lansing (DeWitt Twp)
9:00am to 1:00pm**

MATERIALS ACCEPTED:

- Hazardous Waste - including unwanted medications
- Farm & Landscaping Chemicals
- Motor Oil & Anti-freeze
- Electronic Waste

TO PARTICIPATE: Contact the Department of Waste Management to make an appointment no later than Friday, September 29th. Residents must schedule an appointment to participate. Please create an account and register online here:

www.clinton-county.org/314/Current-Events

FOR MORE INFORMATION & TO MAKE AN APPOINTMENT:

Clinton County residents can create an account and register online at www.clinton-county.org (search for the Department of Waste Management's Current Events webpage), send questions through email recycle@clinton-county.org, or call (989) 224-5186.



Clinton County Department of Waste Management 2023 Free for Fall Collection Event

**Registration will begin August 1st.
Residents must schedule an appointment to participate.
Participants must remain in their vehicles at all times.**

FEE SCHEDULE

**Electronics: \$10.00 per Television and Computer Monitor;
cash or check only accepted on the day of the event.**

All Other Items FREE of Charge:

- Most Computer Equipment
- CD players, VCRs, Telephones,
- Cell phones, Other Household Electronics
- Household Hazardous Wastes
 - Pesticides, Herbicides
- Cleaners, Adhesives, Oil Based Paint
- Unwanted & Expired Medications
 - Motor oil & Antifreeze