

**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, Whitman, Mayor Pro-Tem Hunsaker, and Mayor Leeming

Excused: None

**STAFF:**

Daniel Coss, City Administrator; Sarah Stoltzfus, Clerk-Treasurer; Bruce Ferguson, Chief of Police; Mark Koerner, Foster Swift.

**AUDIENCE:**

Don Lowell (DeWitt Christian Church), 2931 W. Herbison Rd., DeWitt 48820  
Stella Gallagher, 110 N. Logan St. DeWitt 48820  
Maddie Stoltzfus, 1221 Redpole Dr., DeWitt, MI 48820  
David Stoltzfus, 1221 Redpole Dr., DeWitt, MI 48820  
Sheryl Landgraf

**AGENDA:**

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

**APPROVAL OF MINUTES:**

Motion by Whitman, seconded by Ostrander and carried by unanimous vote of the Council to **approve the minutes from the January 8, 2024, Regular City Council Meeting as presented.**

**PUBLIC COMMENT:**

None

**OLD BUSINESS:**

None

**CITY ADMINISTRATOR'S REPORT:**

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

**NEW BUSINESS:**

**1. Michigan Charitable Gaming License Resolution**

The City of DeWitt is recognizing DeWitt Lacrosse Club as a non-profit organization.

Motion by Whitman, seconded by VanDyke and carried by unanimous vote of the Council **to approve the Resolution for the DeWitt Lacrosse Club to recognize them as a non-profit organization operating in DeWitt, Michigan, and forward a copy of the resolution to the Michigan Gaming Commission.**

**2. 2024 Building Permit Fee Update**

The base permit fee for trade permits will be increasing from \$65 to \$100 and will include one inspection. Higher rates for inspections are a result of the new trade inspectors requiring higher fees.

Motion by VanDyke, seconded by Ostrander and carried by unanimous vote of the Council **to approve the Building Permit Fees for the City of DeWitt effective, January 23, 2024.**

**3. Appointment of Sarah Stoltzfus as City Clerk-Treasurer**

Ms. Stoltzfus was appointed Interim City Clerk-Treasurer on August 28, 2023, and Mayor Leeming is recommending that this appointment of City Clerk-Treasurer be made permanent.

Motion by Donohue, seconded by Kellogg and carried by unanimous vote of the Council **to confirm the appointment of Sarah Stoltzfus as City Clerk-Treasurer and set compensation at \$78,400.00 annually.**

**COUNCIL STAFF REPORTS:**

**City Attorney:** Nothing to report

**City Clerk-Treasurer:** Ms. Stoltzfus has begun issuing ballots. We will be doing a mass mailing after the preliminary testing of the ballots has been done.

**DARA:** They have been working on employee policies and discussions about staffing levels.

**Mayor Leeming /DDA:** Ox Roast planning is moving along and members are working on finding someone with a 501c3.

**DAESA:** Mayor Pro-Tem Hunsaker shared discussion on the vision of DAESA.

**Planning:** Meeting on January 25<sup>th</sup> at 7 pm. Mayor Leeming shared that there is a vacancy on the Planning Commission.

**Parks:** The next meeting is in February.

**Police Chief:** Chief Ferguson gave updates on the vehicles and equipment. They are also in the process of updating the Chamber contact information for the police department.

**ADJOURNMENT:**

Motion by VanDyke, seconded by Ostrander and carried by unanimous vote of the Council that **the meeting is adjourned at 7:44 p.m.**

Respectfully submitted,

Sarah Stoltzfus  
City Clerk-Treasurer

Sue Leeming  
Mayor