

# DEXTER TOWNSHIP

6880 DEXTER-PINCKNEY ROAD  
DEXTER, MI 48130

TELEPHONE: 734-426-3767

FAX: 734-426-3833

WWW.DEXTERTOWNSHIP.ORG

KAREN SIKKENG  
**SUPERVISOR**

MICHELLE  
STAMBOULELLIS  
**CLERK**

MARIS METZ  
**TREASURER**

LONNIE SCOTT  
GRETCHEN DRISKELL  
LAURA SANDERS  
KAREN NOLTE  
**TRUSTEES**

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## **Board of Trustees – Meeting Agenda Budget Public Hearing and Regular Meeting of the Board of Trustees February 20, 2024 6:00 p.m.**

- 1) Call to Order
- 2) Roll Call/Conflict of Interest Check
- 3) Approval of Agenda
- 4) Public Hearing on Capital and Operating Budget, all funds (General, Fire Services, Police Services, Farmland & Open Space, Capital)
- 5) Call for Public Comment on Agenda Items  
*Please state your name and address*  
*Limit comments to 3 minutes*  
*Note that the public comment period is not a question-and-answer period; any questions from the public will be answered at a later date. If you would like a response, please include your contact information on the sign-in sheet.*
- 6) Consent Agenda (“Motion to approve consent agenda”)
  - a) Approval of Minutes: Board of Trustees; January 8, 2024 (Special Meeting; Budget Workshop) and January 16 Budget Public Hearing and Regular Meeting
  - b) Approval of committee appointments
  - c) Authorize Supervisor to sign purchase agreement with DTE for street light at Dexter-Pinckney Rd. and Fleming Rd.
- 7) Action Items
  - a) Approval of changes to the Zoning Ordinance
  - b) FY25 General Appropriations Act – Supervisor Sikkenga
  - c) Approval of contract with AmeriScan
- 8) Discussion items
  - a) Financial Status and Transactions – Supervisor Sikkenga
  - b) Waterways Committee – Trustee Nolte
  - c) Pledge of Allegiance – Trustee Driskell
  - d) Dexter Bicentennial – Supervisor Sikkenga
  - e) Solar Legislation – Trustee Driskell

9) Q&A: Staff Reports

- a) Township Report – Sam Edwards- Administrative Manager
- b) Planning Commission – Megan Masson-Minock, Planning Consultant

10) Board & Committee Reports

- a) Huron River Watershed Council – Sue Bade, Dexter Township Representative
- b) FOSP Board – Trustee Sanders

11) Data & Performance Metrics

- a) Sheriff's Department activities
- b) Dexter Area Fire Department calls for service

12) Call for Public Comment on Non-Agenda Items

13) Other Issues, Comments and Concerns of Board Members & Staff

14) Adjournment

*The Dexter Township Board will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities at the meeting upon seven days' notice to the Board of Trustees (info@dextertownship.org).*

*Individuals with disabilities requiring auxiliary aids or services should contact the Dexter Township Board by writing or calling the Office Manager at [officemanager@dextertownship.org](mailto:officemanager@dextertownship.org); phone number 734-426-3767.*



**DEXTER TOWNSHIP  
AGENDA ITEM REQUEST**

MEETING OF Township Board of Trustees February 20, 2024

**Title:** Consent Agenda

*Reminder: any member of the Board of Trustees may request that items be moved from the consent agenda if a discussion is desired.*

**Consent Calendar Item Overview:**

5a: **Approval of minutes:** January 8 Special Meeting (Budget Workshop) of the Board of Trustees and January 16 (Budget Public Hearing and Regular Meeting).

5b: **Approval of Committee Appointments:**

Joining a local government board or committee provides Dexter Township residents the capability to explore new opportunities and contribute to their community. We appreciate those who volunteer their time and expertise to positively impact our community. For the last few months, we have been working to recruit new members for openings on various Dexter Township boards, committees, and commissions. Currently, there are two open Dexter Township representative position on the Multi-Lake Sewer Authority Board as an alternate member and full member. We are pleased to report that we have found new members for the Board of Review, Local Roads Committee, Farmland and Open Space Preservation Board (FOSP), and the Zoning Board of Appeals.

We have received one applicant for the Farmland and Open Space Preservation Board (FOSP). We are proposing applicant Deb Mielke to serve on the Farmland and Open Space Preservation Board for a 2-year term. We also received one applicant for the Zoning Board of Appeals. We are proposing applicant Aaron Worsham to serve on the Zoning Board of Appeals as an alternate member for a 3-year term.

We are still actively recruiting for the remaining open positions available via the Dexter Township website, Facebook page, the Sun Times, and word-of-mouth.

The revised committee appointment list is attached.

5c: **Authorize Supervisor to sign purchase agreement with DTE for a street light at Dexter-Pinckney Rd. and Fleming Rd.:**

*State statute requires board approval before supervisor signs this document.* Dexter Township has connected with the DTE Community Lighting department in regard to installing a street light at Dexter-Pinckney Rd. and Fleming Rd. Residents have voiced concern about how seeing the turn from Dexter-Pickney Rd. onto Fleming Rd. is challenging at night. This street light will greatly improve visibility for residents.

*Note: acknowledgement of receipt of transactions has been moved from the Consent Calendar to a separate discussion item.*

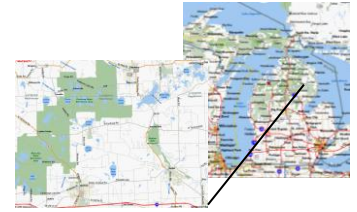
**Submitted by:** Karen Sikkenga

Suggested language: Motion to approve the consent agenda for February 20, 2024.

Karen Sikkenga  
*Supervisor*  
Michelle Stamboulellis  
*Clerk*  
Maris Metz  
*Treasurer,*  
Gretchen Driskell  
Lonnie Scott  
Karen Nolte,  
Laura Sanders,  
*Trustees*

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**SPECIAL MEETING OF THE DEXTER TOWNSHIP BOARD**  
**TUESDAY JANUARY 8, 2024 6:00PM**

**Location: Dexter Township Hall, 6880 Dexter-Pinckney Rd., Dexter, MI**

**CALL to ORDER:** Supervisor Sikkenga called the meeting to order at 6:01 PM.

**PLEDGE of ALLEGIANCE:** Recited by all.

**ROLL CALL:** Present – Sikkenga, Metz, Stamboulellis, Driskell, Sanders, Nolte, and Scott.  
Absent – None. Also present: Janis Miller, Recording Secretary. No conflicts of interest.

**APPROVAL of the AGENDA:**

Motion by Trustee Driskell to approve the agenda as presented. Motion seconded by Treasurer Metz. All ayes. Motion carried.

**CALL for PUBLIC COMMENT ON AGENDA ITEMS:**

Opened 6:03 PM. No public comments.

**BUDGET DISCUSSION:**

- a) Operating Budget Requests  
Discussion: Trustee Nolte would like to see a waterways committee launched next month. Benefits Policy. Deputy Supervisor – not statutory; support/supplement the Supervisor; someone to step in when the Supervisor is not available; assisting with project management. Operating Budget to be approved at the January Board of Trustees meeting.
- b) Capital Budget Requests  
Discussion: Capital Reserve Study; Police Fund balance; installing a fire hydrant at Fire Station #2; place holder for cell tower(s); repurposing the existing burglar alarm system into a fire alarm; need for documents to be on the website; a balance sheet written in laymen's terms so residents know where their tax dollars go. Capital Budget to be approved at the March Board of Trustees meeting.
- c) Capital Reserve Policy  
No changes to Police or Fire Fund Policies. Will ask for a change in the Reserve Policy.
- d) Compensation Ranges  
Used data from the Bureau of Labor Statistics looking at positions that are comparable. The Board needs to review job descriptions for all staff, looking at individual qualifications for placement. Changed job title of Office Manager to Administrative Manager. One pay range for all Deputies.



**CALL for PUBLIC COMMENT ON NON-AGENDA ITEMS:**

Opened 7:02 PM. No public comments.

**OTHER ISSUES, COMMENTS and CONCERNS of BOARD MEMBERS & STAFF:**

Supervisor Sikkenga thanked Administrative Assistant Sam Edwards and Recording Secretary Janis Miller for their assistance.

**ADJOURNMENT:**

With the agenda completed and no other pending business, Supervisor Sikkenga called for adjournment at 7:05 PM.

Respectfully Submitted,

Michelle Stamboulellis, Clerk

Dexter Township

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I, THE UNDERSIGNED, MICHELLE STAMBOULELLIS, THE DULY QUALIFIED CLERK FOR THE TOWNSHIP OF DEXTER, WASHTENAW COUNTY, MICHIGAN, DO HEREBY CERTIFY THAT THE FORGOING IS A TRUE AND COMPLETE COPY OF CERTAIN PROCEEDINGS TAKEN BY THE DEXTER TOWNSHIP BOARD OF TRUSTEES AT A SPECIAL MEETING HELD ON THE 8<sup>TH</sup> DAY OF JANUARY AND THAT THE FORGOING MINUTES ARE THE DRAFT MINUTES FOR THE SPECIAL MEETING HELD ON THE 8<sup>TH</sup>, DAY OF JANUARY 2024.

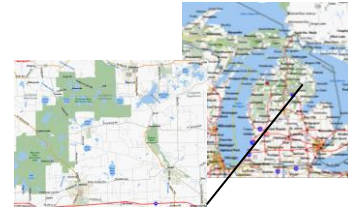
MICHELLE STAMBOULELLIS, CLERK, DEXTER TOWNSHIP

Karen Sikkenga  
*Supervisor*  
Michelle Stamboulellis  
*Clerk*  
Maris Metz  
*Treasurer,*  
Gretchen Driskell  
Karen Nolte,  
Laura Sanders,  
Lonnie Scott  
*Trustees*

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## DEXTER TOWNSHIP BOARD OF TRUSTEES BUDGET HEARING TUESDAY JANUARY 16, 2024 6:00PM

**Location: Dexter Township Hall, 6880 Dexter-Pinckney Rd., Dexter, MI**

**CALL to ORDER:** Supervisor Sikkenga called the public hearing to order at 6:00 PM.  
Motion by Treasurer Metz to amend the agenda, adding the Roll Call after the Call to Order.  
Motion seconded by Trustee Scott. All ayes. Motion carried.

**ROLL CALL:** Present – Stamboulellis, Metz, Sanders, Nolte, Driskell, Scott, and Sikkenga.  
Absent – None. Also present: Janis Miller, Recording Secretary.

**CALL for PUBLIC COMMENT on AGENDA ITEMS:** Opened 6:02 PM

- A. General Fund
- B. Fire Services Fund
- C. Police Services Fund
- D. Farmland and Open Space Fund
- E. Capital Fund

No Public Comments.

**ADJOURNMENT of PUBLIC HEARING:** Closed 6:03 PM

Respectfully Submitted,

Michelle Stamboulellis, Clerk  
Dexter Township

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I, THE UNDERSIGNED, MICHELLE STAMBOULELLIS, THE DULY QUALIFIED CLERK FOR THE TOWNSHIP OF DEXTER, WASHTENAW COUNTY, MICHIGAN, DO HEREBY CERTIFY THAT THE FORGOING IS A TRUE AND COMPLETE COPY OF CERTAIN PROCEEDINGS TAKEN BY THE DEXTER TOWNSHIP BOARD OF TRUSTEES AT THE TRUSTEES BUDGET PUBLIC HEARING HELD ON THE 16<sup>TH</sup> DAY OF JANUARY AND THAT THE FORGOING MINUTES ARE THE DRAFT MINUTES FOR THE MEETING HELD ON THE 16<sup>TH</sup>, DAY OF JANUARY 2024.

MICHELLE STAMBOULELLIS, CLERK, DEXTER TOWNSHIP

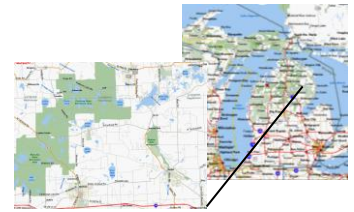
Karen Sikkenga  
*Supervisor*  
Michelle Stamboulellis  
*Clerk*  
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Karen Nolte,  
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**REGULAR MEETING OF THE DEXTER TOWNSHIP BOARD**  
**TUESDAY JANUARY 16, 2024 6:00PM**



**Location: Dexter Township Hall, 6880 Dexter-Pinckney Rd., Dexter, MI**

**CALL to ORDER:** Supervisor Sikkenga called the meeting to order at 6:03 PM.

**ROLL CALL:** Taken at Public Budget Hearing. No conflicts of interest.

**CALL for PUBLIC:** None.

## **APPROVAL OF AGENDA:**

Motion by Treasurer Metz to approve the agenda as presented. Motion seconded by Trustee Driskell. All ayes. Motion carried

## **CALL for PUBLIC COMMENT on AGENDA ITEMS:**

Opened 6:03 PM. No public comments.

## **CONSENT AGENDA:**

a) Approval of Minutes: Board of Trustees; December 19, 2023 [Regular Meeting] and January 8

2024 Budget Workshop

Note: January Budget Workshop minutes not completed/available for approval.

b) Approval of committee appointments

c) Approval of 2024 Community Calendar

Motion by Trustee Scott to approve the consent agenda as presented. Motion seconded by Treasurer Metz. All ayes. Motion carried.

## **ACTION ITEMS:**

a) Approval of the Master Plan – Rowan Brady, Beckett & Raeder

Consultant Rowan Brady summarized the Planning Commission recommended changes to the Master Plan. He highlighted the key goals of the Master Plan (pg. 57) and discussed each Cornerstone (pg. 60). The Zoning Plan (pg.69) are the key elements for the Planning Commission to address as they are working, over the next five years until the Master Plan is revisited, to achieve the goals of the Master Plan. Rowan answered questions from the Board.

Motion by Treasurer Metz, seconded by Clerk Stamboulellis, to approve the Master Plan.

Roll Call Vote: Yea – Trustee Driskell, Trustee Sanders, Trustee Scott, Trustee Nolte,

Treasurer

Metz, Clerk Stamboulellis and Supervisor Sikkenga; Nays – None; Absent – None.

Motion carried 7-0.

## b) FY25 General Appropriations Act

Discussion: Budget Workshop a few weeks ago. Review of Capital numbers. Capital Reserve is at \$232,00.00. Pie chart included in Board packets for further explanation. Monies for Farmland and Open Space dedicated to Natural Resources and Recreation component of the Master Plan and because the millage favors farmland. Dedicating monies limits flexibility of the FOSP Board as there are County monies (grants) for natural areas. Farmland needs to be preserved as it is less likely that natural areas would be developed. Cell tower line item. Line item for Election Revenue. Allocation of \$38,400.00 for Deputy. Job descriptions of staff for better understanding of what employees are doing. Proposed budget posted on website and posted at the Township Hall on January 10, 2024. Clerk Stamboulellis stated, Notice to Clerk of this special meeting not received in timely manner so it was not published in print in Sun Time News. Legal requirements for publishing special meetings. Maybe a policy should be developed on meeting notifications. Supervisor defers action to the February Board meeting.

## c) Compensation Resolution – Supervisor Sikkenga

Only change from the Budget Workshop is the Supervisor consolidated the Deputies into a single position with a single salary range. Accountant Kim Hains can start loading BS&A for posting in February after Budget the is approved.

Motion by Trustee Driskell to move the resolution as written. Motion seconded by Trustee Nolte.

Roll Call Vote: Yea – Trustee Scott, Trustee Driskell, Trustee Sanders, Trustee Nolte, Clerk Stamboulellis, Treasurer Metz, and Supervisor Sikkenga; Nays – None; Absent – None.

Motion carried 7-0.

**DISCUSSION ITEMS:**

## a) Financial Status and Transactions – Supervisor Sikkenga; Clerk Stamboulellis

Financial Reports pulled together into a single package that forecasts year end and pull-out largest transactions for comments.

## b) Solar legislation – Trustee Driskell

Trustee Driskell attended a webinar with the following summary: a) Act 233 signed into law November 2023, to take effect November 2024, b) applies to wind project capacity of 100 megawatts or larger, and solar project capacity of 50 megawatts, with battery storage included in the legislation, c) if the community is not working with the applicant, the Public Service Commission will oversee the actual siting of the project, d) communities need to develop a workable ordinance or a CREO (Compatible Renewal Energy Ordinance) that is compatible with the state legislation e) County and Townships need to work together. There needs to be a community education forum on solar as there is a lot of misinformation and fear.

## c) Planning and Zoning updates – Supervisor Sikkenga

Planning Director Megan Masson-Minock will be working with the Planning Commission in 2024 to recommend Zoning Ordinance changes to the Board of Trustees.

**Q & A STAFF REPORTS:**

- a) Supervisor Report – Supervisor Sikkenga
- b) Clerk Report – Clerk Stamboulellis
- c) Treasurer Report – Treasurer Metz
- d) Planning Commission – Megan Masson-Minock, Planning Director

**BOARD and COMMITTEE REPORTS:**

- a) Huron River Watershed Council – Sue Bade, Dexter Township Representative
- b) Broadband, ~~Multi~~akes Multi Lake, Single Hauler – Trustee Nolte

**DATA & PERFORMANCE METRICS:**

- a) Sheriff's Department activities
- b) Dexter Area Fire Department calls for service

**CALL FOR PUBLIC COMMENT ON NON-AGENDA ITEMS:**

Opened 7:40 PM. No public comments.

**OTHER ISSUES, COMMENTS and CONCERNS of BOARD MEMBERS & STAFF:**

**Supervisor Sikkenga** suggested reworking the staff reports into a “Township Report” with a list of topics instead of individual department reports.

**Clerk Stamboulellis** reported that the 2024 Presidential Primary ballots would be mailed out January 18<sup>th</sup> and the public accuracy testing of the election equipment would be February 12<sup>th</sup>.

**ADJOURNMENT:** With the agenda completed and no other business pending, Supervisor Sikkenga adjourned at 7:35 PM.

Respectfully Submitted,

Michelle Stamboulellis, Clerk  
Dexter Township

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I, THE UNDERSIGNED, MICHELLE STAMBOULELLIS, THE DULY QUALIFIED CLERK FOR THE TOWNSHIP OF DEXTER, WASHTENAW COUNTY, MICHIGAN, DO HEREBY CERTIFY THAT THE FORGOING IS A TRUE AND COMPLETE COPY OF CERTAIN PROCEEDINGS TAKEN BY THE DEXTER TOWNSHIP BOARD OF TRUSTEES AT A REGULAR SCHEDULED MEETING HELD ON THE 21<sup>ST</sup> DAY OF NOVEMBER AND THAT THE FORGOING MINUTES ARE THE DRAFT MINUTES FOR THE MEETING HELD ON THE 21<sup>ST</sup>, DAY OF NOVEMBER 2023.

MICHELLE STAMBOULELLIS, CLERK, DEXTER TOWNSHIP



**TOWNSHIP OF DEXTER  
BOARDS, COMMISSIONS & COMMITTEES**

***Proposed February 20, 2024***

*Note 1: positions that are held by local officials are shown in gray.*

*Note 2: proposed new term appointments are shown in a green color.*

*Note 3: Vacant positions are yellow.*

**BOARD OF TRUSTEES – 4 YEAR TERMS**

<b>Name</b>	<b>Year of Appointment</b>	<b>Most Recent Appointment</b>	<b>Term Expires</b>
Karen Sikkenga, Supervisor	2023	2023	11/20/2024
Michelle Stamboulellis, Clerk	2020	2020	11/20/2024
Maris Metz, Treasurer	2020	2020	11/20/2024
Lonnie Scott, Trustee	2022	2022	11/20/2024
Karen Nolte, Trustee	2020	2020	11/20/2024
Laura Sanders, Trustee	2020	2020	11/20/2024
Gretchen Driskell, Trustee	2023	2023	11/20/2024

**BOARD OF REVIEW – 2 YEAR TERM**

<b>Name</b>	<b>Year of Appointment</b>	<b>Most Recent Appointment</b>	<b>Term Expires</b>
David Diesing	2021	2022	12/31/2024
Ryan Doletzky	2021	2022	12/31/2024
Lois Beerbaum	2022	2022	12/31/2024
John Lasecki (alternate)	2024	2026	12/31/2026

**COMPENSATION COMMISSION – 5 YEAR (STAGGERED TERMS)**

<b>Name</b>	<b>Year of Appointment</b>	<b>Most Recent Appointment</b>	<b>Term Expires</b>
Pat Cassidy	2023	2023	12/31/2024
Peter Maier, Secretary	2023	2020	12/31/2025
Jim Michaud	2023	2023	12/31/2026
Alissa Reyers, Chair	2023	2023	12/31/2027
Regina Hamlett	2023	2023	12/31/2028

### **FARMLAND AND OPEN SPACE PRESERVATION BOARD (FOSP) – 2 YEAR TERM**

<b>Name</b>	<b>Year of Appointment</b>	<b>Most Recent Appointment</b>	<b>Term Expires</b>
Mark Teicher - Chair	2021	2023	12/31/2024
Scott Joling – Vice Chair	2023	2023	12/31/2024
Kathy Bradbury	2023	2023	12/31/2025
Guerin Wilkinson	2023	2023	12/31/2024
Marty Ruhlig	2023	2023	12/31/2024
Laura Sanders – BOT Rep.	2021	2023	12/31/2024
Deb Mielke	2024	2024	12/31/2026

### **LOCAL ROADS COMMITTEE – OPEN ENDED TERM**

<b>Name</b>	<b>Year of Appointment</b>	<b>Most Recent Appointment</b>	<b>Term Expires</b>
Karen Sikkenga – BOT Rep.	2022	2022	Open Ended
Lois Beerbaum, Co-Chair	2022	2022	Open Ended
Tom Zatkovich	2022	2022	Open Ended
Christy Maier – Chair	2022	2022	Open Ended
Adam Lape	2022	2022	Open Ended
Patrick Casady	2022	2022	Open Ended
Alicia Abbot	2024	2024	Open Ended

### **PLANNING COMMISSION – 3 YEAR TERMS**

<b>Name</b>	<b>Year of Appointment</b>	<b>Most Recent Appointment</b>	<b>Term Expires</b>
Marty Staub, Chair	2019	2019	12/31/2024
Robert Nester, Vice Chair	2018	2018	12/31/2024
Tom Lewis, Secretary	2019	2022	12/31/2025
Chandra Hurd	2019	2022	12/31/2025
Christina Maier	2023	2023	12/31/2026
Alicia Abbott	2022	2022	12/31/2025
Gretchen Driskell- BOT Rep.	2023	2023	12/30/2026

### **ZONING BOARD OF APPEALS – 3 YEAR TERM**

<b>Name</b>	<b>Year of Appointment</b>	<b>Most Recent Appointment</b>	<b>Term Expires</b>
Brook Smith	2021	2023	12/31/2026
Beth Filip, Vice Chair	2019	2022	12/31/2025
Peter Maier	2021	2023	12/31/2026
Marty Straub	2019	2019	12/31/2024
Kathryn Bradbury	2022	2022	12/31/2026

\\svr2k16\Documents\Boards and Committees\Board of Trustees\Board Packets\2024 Board Packets\2024-2-20\6b Proposed Term Directory for 2.20.24 BOT Meeting.docx

Aaron Worsham (alternate)	2024	2024	12/31/2026
Donald Darnell (alternate)	2019	2022	12/31/2025

### **DEXTER AREA FIRE BOARD – 6 YEAR TERM**

<b>Name</b>	<b>Year of Appointment</b>	<b>Most Recent Appointment</b>	<b>Term Expires</b>
Karen Sikkenga – BOT Rep.	2023	2023	12/31/2029
Lonnie Scott – Dexter Twp.	2023	2023	12/31/2030
John Westman – Webster Twp.			
Shawn Keough- City of Dexter			
Dan Munzel – Webster Twp.			
Zach Michels – City of Dexter			
Mark Ford – Dexter Twp. (alternate)	2021	2023	12/31/2027

### **DEXTER LIBRARY BOARD – 4 YEAR TERM**

<b>Name</b>	<b>Year of Appointment</b>	<b>Most Recent Appointment</b>	<b>Term Expires</b>
Jim LaVoie	2018	2022	09/30/2026
James Estill	2022	2022	09/30/2026

### **CHELSEA AREA CONSTRUCTION AGENCY (CACA) – OPEN ENDED TERM**

<b>Name</b>	<b>Year of Appointment</b>	<b>Most Recent Appointment</b>	<b>Term Expires</b>
Maris Metz – BOT Rep.	2023	2023	Open Ended

### **CHELSEA LIBRARY BOARD – 4 YEAR TERM**

<b>Name</b>	<b>Year of Appointment</b>	<b>Most Recent Appointment</b>	<b>Term Expires</b>
Bob Swistock	2022	2022	12/31/2025

### **HURON RIVER WATERSHED COUNCIL – 3 YEAR TERM**

<b>Name</b>	<b>Year of Appointment</b>	<b>Most Recent Appointment</b>	<b>Term Expires</b>
Suzanne Bade	2023	2023	12/31/2026
Mark Teicher (alternate)	2023	2023	12/31/2026

### **MULTI-LAKE SEWER AUTHORITY – 4 YEAR STAGGERD TEMRS**

<b>Name</b>	<b>Year of Appointment</b>	<b>Most Recent Appointment</b>	<b>Term Expires</b>
Karen Nolte – BOT Rep.	2023	2023	12/31/2025
Andy Reiser	2023	2023	12/31/2026



Tom Lewis	2023	2023	12/31/2027
Linda Singer (alternate)	2023	2023	12/31/2027
Vacant			
Vacant (alternate)			

**PORTAGE-BASE LAKES SEWER BOARD – 4 YEAR TERM**

Name	Year of Appointment	Most Recent Appointment	Term Expires
Thomas Ehman	2017	2017	12/31/2025
David Moody	2017	2017	12/31/2025
Vacant			
Vacant			

**SOUTHEAST MICHIGAN COUNCIL OF GOVERNMENTS – (SEMCOG) – OPEN ENDED TERM**

Name	Year of Appointment	Most Recent Appointment	Term Expires
Lonnie Scott – BOT Rep.	2023	2023	Open Ended

**WASHTENAW AREA TRANSPORTATION STUDY (WATS)**

Name	Year of Appointment	Most Recent Appointment	Term Expires
Gretchen Driskell – BOT Rep.	2023	2023	12/31/2024

**WESTERN WASHTENAW REGIONAL ADVISORY GROUP – OPEN ENDED TERM**

Name	Year of Appointment	Most Recent Appointment	Term Expires
Rotating Trustees	2024	2024	Open Ended

**WESTERN WASHTENAW RECYCLE AUTHORITY – 2 YEAR TERM**

Name	Year of Appointment	Most Recent Appointment	Term Expires
Michelle Stamboulellis – BOT Rep.	2023	2023	6/20/2025
Vacant (alternate)			

# Aaron Worsham

## SVP of Engineering

Dentsu / Merkle / Helloworld

[REDACTED]

[REDACTED]

[REDACTED]

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## Summary

Aaron currently leads a team of 220 engineers building specialized loyalty, promotion, and messaging software solutions for the largest brands in the world. If you have ever driven a Toyota or Ford to an airport, shopped at the duty free for L'Oreal, Eddie Baur, Uggs, or Abercrombie & Fitch before boarding an American Airlines flight and sat down in your seat to enjoy a Coke or a Starbucks, you have interacted with 10 of our 2000 international clients. Our team launches 1200+ web and mobile apps each year for our clients. Our Loyalty programs have millions of active users. The teams I manage are international, building solutions in APAC, China, EU, and North America.

Before this, Aaron led a team of developers to build two mobile app ecosystems for applications in the Connected Car division of General Motors, one in Javascript and one in Android. In short, he helped make your car your new favorite mobile device. He was delighted by the opportunity to bring mobile technologies like Android, Angular.js, React.js, & Vew.js to the automotive world. It was an honor to have 16 million drivers using his products every day including Amazon Alexa and Spotify. Before GM, Aaron was the CTO and second technical hire for Sharespost, a Private Equity Stock Trading startup that ultimately exited its 3rd VC round with a sale to NASDAQ.

## History

After working for AT&T and Bank One, ACN, and BNP Media in lead advanced technical roles, in 2009,

Aaron embraced the challenge of founding Sazboom. Sazboom distinguishes itself as an Online Business Strategy and Marketing consulting service as well as Agile Software Development shop experienced with

enterprise level Ruby on Rails. It is aimed at small, mid-sized companies and web startups with highly professional technical assistance with their brand and products on the web.

Sazboom is an Agile Development shop with large Ruby on Rails website experience as well as Mobile engineering in Native IOS and cross-platform WebView using PhoneGap. One of our largest customers, SharesPost.com, supports and assists users managing **over 4 Billion in assets** in their Private Equity trading transactions. Aaron was contracted as the **Chief Engineer** at SharesPost from its earliest days through the Private Equity boom of Facebook and Twitter pre-IPO. Sazboom helped ESpark, another large customer, design a digital curriculum for students using iPads. This Native IOS application has been deployed to hundreds of school systems and is being used by over **270,000 students daily**.

In 2012 Aaron accepted a leadership role in a newly created project team within General Motors. He was challenged with building from scratch the General Motors Connected Car ecosystem for current and future models. Since joining General Motors, Aaron has built and led three teams within the Connected Car division of General Motors and has created over 30 applications used in vehicles today on **16 million vehicles**. He has also been the driving force behind Agile in General Motors and was recently awarded for the 20 apps in 20 days program and his contribution in the Voice Assist initiative at General Motors.

Aaron's last mission at General Motors was to reimagine **Voice Assistance** in the vehicle using **Alexa, Cortana and Google Assist**.

In 2018 Aaron was offered and accepted a Senior Directors position at Merkle / Helloworld to rebuild their Loyalty SAAS software platform used in the market by large name brands. From this successful project, he was quickly promoted to the position of VP of Engineering to oversee all of Merkle's Loyalty and Promotions engineering and software development work, including over 30 micro services and 5 client facing platforms with collectively **hundreds of millions** of registered users.

When Merkle acquired three new companies in 2022, Aaron was asked to oversee all technical leadership, vision, and growth direction for the newly combined PLM vertical, which expands his responsibilities to now include enterprise class Digital Messaging using Salesforce for clients like GAP and Shiseido with a combined revenue of 35MM annually. **Aaron has also spearheaded the growth of our serviceline with our offshore acquisitions to create a Center of Excellence pairing our onshore talent with our offshore team members as a force multiplier for our success.** At present, nearly 40% of Aaron's team is offshore. Aaron has also, during his tenure as SVP of Engineering, **migrated all of the on-prem technology for the promotions and loyalty services, microservices, and system into an AWS cloud deployment.**

## Experience

### **SVP of Engineering**

Dentsu / Merkle / Helloworld

Jan 2019 - Present

As SVP of Engineering, reporting to the Global COO, I have been empowered to oversee all global engineering operations for all software and data within the Promotions, Loyalty, and Digital Messaging service line of Dentsu Merkle. These responsibilities included the management and deployment of our 79MM revenue promotions department launching 1200+ unique web applications and engagement hubs a year as well as the growing Global Loyalty department with large engaged clients and solutions throughout US, EMEA, and APAC including China. Further, I have since added to my responsibility the Data Engineering teams engaged with Insights and Analytics, responsible for Data Warehousing, modeling, and transport. Lastly I have expanded my engagement with Merkle with their custom Persona Identity product allowing for the vast amount of domestic data available to be tied back to actual individuals within the US for targeted marketing purposes.

An example of one of the many programs my team has created is the award winning loyalty program for **Starbucks** called [Odyssey](#) built from a custom Node.js stack, cloud technology, and partnership with NFT vendors.

### **VP of Engineering**

Dentsu / Merkle / Helloworld

Jan 2018 - Jan 2019

As VP of Engineering, I was challenged with rebuilding the Ruby on Rails SAAS Loyalty platform in preparation of our newest and largest client, Sony. Sony was going to be sending us loyalty data for all 50 million active members in their program and we needed to scale accordingly. With the success of this launch, I was offered the exciting opportunity to lead all of Merkle Promotions and Loyalty as VP of Engineering.

### **Application Development Manager (EGM) - Connected Car / Voice Assist**

#### **Android / Javascript Technical Lead**

General Motors

July 2016 - Dec 2017

As Development Manager and Development Team Lead for Catalog apps for General Motors, I am responsible for delivering many of the In-vehicle application experiences our customers enjoy in their cars

every time they drive. My team has developed over 30 applications for General Motors and 3<sup>rd</sup> parties of General Motors to download Over the Air and experience in their vehicle, including the Weather Channel, Glympse, Audiobooks.com, Marketplace, MyBrand. The apps that we make in the Catalog Apps team at General Motors are **redefining what people expect in their driving experience**. And we are just getting started.

In 2017 I was challenged with redefining Voice Assistance in the vehicle. My team's Proof of Concept Voice Assistant was presented and **selected by the CEO Mary Barra** for General Motors future go-to-market plan for Voice in Vehicle. My responsibilities grew to include Voice Assist in our team portfolio.

I am not just the App Development People Leader, I am also the **Technical Lead** on all projects under my leadership, in both the **Android** and **Modern JavaScript** frameworks. Here are just some of the apps that I have brought to market of over **16 Million drivers**.

**Spotify [Android M]** was a large partnership initiative in the GM **Android** Infotainment platform, Info3. My team developed the Spotify application for our vehicles. To quote the Spotify team '*Aaron has the best application development team of any OEM in the auto industry in the US, and we've worked with them all*'. I am very proud of the Android app I helped build for Spotify.

**Messages [Android M]** was GM's embedded SMS handling application for in-vehicle communication through texts. The system was considered a Core application after development for all vehicles out of GM starting Model Year 2018.

**GM Marketplace [Angular/Node]** is an Auto-Industry first. The In-Vehicle application is designed to allow busy drivers options for purchasing fuel, food, and coffee while on the road without reaching for their phone. This app was recently written about in **Techcrunch**  
(<https://techcrunch.com/2017/12/05/gm-launches-marketplace-for-in-car-shopping-and-reservations/>)

**GM Dev Client [Vew.js/Node]** A development tool that brought your testable code into running production `partnership with my team. This was also written up in **Techcrunch**  
(<https://techcrunch.com/2017/07/21/gm-now-lets-developers-test-their-in-car-apps-running-in-actual-cars/>)

**GM MyBrand [Vew.js]** is a comprehensive in-vehicle app that connects you with your car. It gives the owner more information about the car's status and allow them to schedule maintenance with their dealer from

the center console. It also will include digital Owners Manuals deep linked so that you can quickly look up a feature of your vehicle.

**GM Notifications [Angular]** is a flexible platform that enables information to be sent to the driver to alert them of important events. These alerts can span a wide range of categories which connect the user to the vehicle and the services available. **Angular 4, Node.js**

**3<sup>rd</sup> Party Apps:** General Motors is in partnerships with dozens of 3<sup>rd</sup> party content providers for whom my team created applications. The Weather Channel, Glympse, Audiobooks.com, Dash Radio, New York Times, Wall Street Journal, NPR, Fox Sports, many more.

### **Application Development Manager (EGM) - Info3 GCCX - Connected Car Android Technical Lead**

General Motors

October 2014 - July 2016 (1 year 10 months)

As the Development Manager for apps within the Infotainment 3.0 **Android** platform, it was my honor to help deliver the industry's first large scale automotive **Android** infotainment initiative.

**Core Apps:** My team developed many of the **Android** applications that users use today within their Info3 vehicle. We created the General Motors AppShop, Cadillac Collections app and all the underlying service APKs that make for a fully featured app marketplace function in the vehicle.

**General Motors Bridge:** My team invented a custom bridging technology for legacy applications from older Javascript based Infotainment platforms to allow those applications to function on Android. We extended the **Apache Cordova** platform to allow our apps an extended lease on life.

The Info3 release was a milestone for General Motors and we were proud to be an important team in that project.

### **Application Development Manager (EGM) - NGI GCCX - Connected Car**

General Motors

October 2013 - September 2014 (1 year)

Our team has been charged with building an App Development ecosystem to be run on the world's greatest mobile device - your car.

As Development Manager for the Catalog Apps team, I was empowered to invent an entirely new mobile platform for in vehicle applications within the head unit. Our team designed, developed and deployed a

custom browser based web application environment that allowed for modern web technology to run in the head unit as fully immersive single page ajax based web applications.

The technology we chose to use in vehicle was a combination of Google Chrome as a platform and Angular.js javascript. The results can be seen in cars on the road today as every vehicle created by General Motors now has the NGI iApp platform within its IHU. Customers the world over are using apps in the car in a whole new way in part due to this team

### **HTML5 Mobile Apps Team Architect**

General Motors

April 2012 - October 2013 (1 year 7 months)

As Lead architect for the General Motors OnStar RemoteLink application on the Blackberry and Windows phone platforms, it was my pleasure to be the first team to launch the 1.9 platform to market for RemoteLink, months before IOS or Android.

Our development team used a hybrid web applications approach that leveraged a combination of HTML 5 with Javascript to create a mobile web app that was browser compatible with both platforms, limiting our code exposure and maximizing our time to market.

### **Lead Architect - Barcelona Project - ADC**

General Motors

January 2012 - May 2012 (5 months)

The Barcelona Project was an Advanced Development Concept team that was attempting to reimagine the future of the vehicle in 2011. Its goal was to imbed dozens of small cameras into hot points around the frame of a car, in this case a 2011 Corvette. Those cameras were wired to a matrix point and relayed through special components and into a custom Integrated Head Unit in the center console. This console would then be connected wirelessly to devices inside and outside the car. The goal was to bring a full 360 interactive experience to the driver, passenger, and bystanders to see what a truly Connected Car might be.

This project was so successful at General Motors that the car toured the US and Europe non-stop for 3 years after we completed our work. It was featured at dozens of auto shows throughout the world and is in the General Motors Heritage museum today.

### **Rails + IOS Mobile Developer at eSpark Learning**

August 2011 - December 2011 (5 months)

I consulted for eSpark Learning as a Rails Backend and IOS Mobile developer. We are working to make education easier for elementary kids - So that is Awesome!

**CEO at Sazboom**

June 2006 - December 2011 (5 years 7 months)

Sazboom Software was an Agile Ruby on Rails Software Development consultancy focused on financial web applications. Our largest client was Sharespost.com, a private equity stock trading firm early in the market of pre-ipo asset exchanges. Our firm was the first engineering team on Sharespost and we are proud to have been a part of their very early, accelerated success posting over a Billion in transactions in the first three years.

Sazboom Software helped over 25 different startups build their dreams online with web applications that reached their core audience online.

**Senior / Lead Ruby Programmer at SharesPost**

January 2009 - August 2011 (2 years 8 months)

Consulted for SharesPost as Senior and Lead Ruby and Ruby on Rails programmer responsible for all systems deployed for this our Private Equity Trading site.

**Software Development Manager / Agile Ruby Developer at BNP Media**

March 2007 - January 2009 (1 year 11 months)

Software architect for BNP media charged with integrating applications for our internal Lines of Business as well as our online readership and advertisers, specializing in Agile Software Development practices using Ruby and Ruby on Rails as our programming language for all enterprise level application that interfaced with the web

**IS Manager at BNP Media**

March 2006 - March 2007 (1 year X1 month)

In this role, I managed all aspects of the company's IT force. Application development, infrastructure, communications, and data storage and retrieval departments all reported to me. I held this position of one year until I was offered a newly created team in the company focused on building out our online offerings. I currently work in this high-profile position at the company as Software Development Manager.

**Network Engineer at ACN**

March 1999 - May 2004 (5 years 3 months)

I was the network architect for much of the growth of ACN in its young history. Every aspect of the company's network infrastructure was under my responsibility during my tenure there.

**Network Engineer at Bank One**

January 1998 - 2001 (4 years)

Teir 4 network engineer for the National Bank of Detroit network, acquired by Bank One in 2000.



## Education

### **University of Michigan**

BS, Biology, Pre-Med, 1992 - 1996

### **Detroit Country Day School**

1986 - 1992

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Warm greetings to the members of the Multi Lake Water and Sewer Board as well as the Zoning Board of Appeals. My name is Aaron Worsham. I am a proud resident of Dexter Township having moved to this community in 2019. I would like to humbly request consideration for addition to either board for membership. Please accept the following as my reasonings and qualifications for this request.

In moving to Dexter Township just before the covid era, my family and I made a transformative change in our lives. We bought our final Forever Home here, and in doing so, were excited to set down roots, connect with the wonderful community, and give back in volunteerism.

While Covid delayed those plans a bit, as it did for so many other, we feel this is finally the year to take them up again. I can say that I am pleased to now be a part of the volunteering core of Dexter Historical Society (Caryl Burke can vouch) and Chelsea Historical Society (Janet Ogle-Mater can confirm). I would like to also donate time to our community governance by sitting on a board at Dexter Township.

I can also provide evidence that I have sat on boards before and am a current board member of my family's foundation Worsham Family Foundation, which donates money to local SE michigan charities.

Lastly, I have an interest in either board, zoning or water and sewer, and a personal fascination in land use, improvement, and resource management. I do not have professional experience in either area, but I can provide evidence in my willingness to take up the task to learn by way of my current executive leadership position at an international publicly traded company.

I hope this letter of consideration finds you well and thank you for your time

-Aaron Worsham

**DEBRA MIELKE**

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

## **SUMMARY**

Executive experience in product management, project management, marketing, professional services, competitive research, software selection, software implementation, customer support, analyst relations, vendor management and vendor selection. Creation, growth and management of teams and programs servicing companies and sales channels including: Microsoft, Mitel, NetSuite, Oracle, RSM, Salesforce, SAP, ServiceNow, HP and AT&T. Maintains executive relationships with Gartner.

## **VICE PRESIDENT IMPLEMENTATION AND PROFESSIONAL SERVICES, VIQ SOLUTIONS, PHOENIX, AZ :: 12/22 – 2/23**

Managed team that was responsible for implementing VIQ software and transcription solutions valued at more than \$40m in the U.S., U.K. and Australia (courts, law enforcement organizations). Streamlined and enhanced implementation processes and procedures that resulted in 20 per cent improvement in efficiency. Replaced existing project management software with new solution that saved 70 per cent in license fees while expanding integration with existing Salesforce CRM platform. Software also provided greater process visibility to sales, marketing, finance and support organizations as well as executive management.

## **MANAGING DIRECTOR, TREILLAGE NETWORK STRATEGIES, MCKINNEY, TX :: 10/1998 – PRESENT**

Created BRD, RFP, TCO and SoW documents for international telecommunications and data services, field service management software/mobile apps, BI and analytics software, marketing automation software, VoIP technologies, and ERP/CRM systems, scoring results for both cloud and on-prem. Managed total solution selection process including RFP response scoring criteria. Performed data migration and normalization for new field service customers, then documented these processes for use by delivery team. Developed product/service “go to market” strategies for global telecom vendors including Alcatel-Lucent, British Telecom, Cisco, Mitel and Qwest. Developed exit strategies for start-ups in SaaS/Cloud/Mobile. Researched and authored technical/market studies and competitive analysis on various topics including ERP/CRM, field service management, 100G routers, optical switches and metro ethernet. Published author in trade journals including: *Network World*, *Telecommunications Magazine*, *Field Technologies Online*, *Business Communications Review*, *Network Magazine*, *Cisco’s Packet Magazine*, *X-Change Magazine*. Authored technical papers and marketware for the healthcare industry, focusing on information security, privacy and regulatory compliance. Developed and authored marketware including white papers, data sheets and web content for dozens of companies worldwide. Developed and delivered sales and technical training for a variety of clients, products and services. Participated in board level meetings for growing 811 software company, competitive research in area of quantum computing, marketing of EDI-based NetSuite SuiteApp.

**DIRECTOR MARKETING & PROFESSIONAL SERVICES, NEXT TECHNIK, MELBOURNE, AU :: 5/2018 – 3/2019**

Responsible for creation and management of corporate teams including solutioning, pre-sales, implementation and support, for initial entry into North American market. Created new implementation and support processes for NetSuite-based field service application. Managed relationships/implementations with customers and the NetSuite/partner ecosystem. Managed the Built for NetSuite SuiteApp certification and testing process. Developed all written content for new web site. Delivered, implemented and supported customers from solutioning to go-live resulting in a 4x-increase in annual recurring revenue.

**VP MARKETING, SENTRIEN, FAIRFAX, VA :: 8/2017 – 4/2018**

Developed all written content for new web site. Researched and documented customer and contact lists for several thousand companies ranging in size from \$5M to \$500M in vertical industries including food services, manufacturing and testing and certification. Managed Sentrien's SuiteApp.com instance.

**VP MARKETING, SERVICES & PRODUCT MANAGEMENT, FIELDWARE, PLANO, TX :: 4/2012 – 7/2017**

Initiated, guided and maintained FieldAware's analyst strategy resulting in Gartner Magic Quadrant status in two years. Created customer support survey process to measure customer satisfaction, user experience and centralize product feature/function requests. Created product description document/process. Created product plan and product release processes. Created partner relationships and built product specifications for "smart scheduling", forms, and 20+ updates to existing features and functions. Vetted integration partners and authored specifications for integration/co-delivery with Jitterbit, Mitel, QuickBooks Online, ProntoForms, Qlik and Tableau. Authored marketing plans with messaging, strategic and tactical goals, event planning, email and content marketing/campaigns. Created all content for new web site enabling transition from SMB to mid-market/ enterprise focus. Authored 14 white papers and a Buyer's Guide that remains FieldAware's number one download 5 years later. Created scripts, content and guidance for their use by business development teams. Created new data sheets for numerous feature/function categories. Created new company overview and other corporate/investor literature. Authored and managed on-site customer case studies with video and photography. Performed competitive research and created SWAT documents for FieldAware and FieldAware's key competitors, in 3 different versions (one each internal, sales and external). Coordinated and managed FieldAware sponsorship and events at NetSuite SuiteWorld conferences. Authored press releases. Managed FieldAware's SuiteApp.com instance. Created new delivery processes. Created and authored new BRD and SoW processes including SoW template. Initiated and created project tracking and reporting using NetSuite Project. Established professional standards for hiring. Reviewed and right-sized 3rd-party relationships saving \$2M.

**DIRECTOR MARKETING, TELECHOICE, TULSA, OK :: 1/1996 – 12/1998**

Developed product/service go-to-market strategies for dozens of customers/ecosystems Ascend, Compaq, GTE and T-Mobile. Contract product management for HD TV technology provider. Developed and authored marketing collateral including white papers, brochures and web content. Performed primary research and authored market and competitive analyses for a variety of products and services.

**DIRECTOR CONSULTING, MCI WORLDCOM, WASHINGTON, DC :: 2/1994 – 12/1996**

Founding member of the Internet MCI development team. Responsible for product concepts and network design of MCI's initial Internet offerings. Developed consulting practices and strategies for MCI's Managed Services offering. Built consulting revenues from zero to more than \$90K per month in three months. Created customer SoWs and owned customer satisfaction during delivery against SoW criteria. Analyzed, checked and submitted billing information to corporate systems.

**DIRECTOR FRAME RELAY PRODUCT MANAGEMENT AND MARKETING, BRITISH TEECOM, LONDON, UK :: 12/1989 – 1/1994**

Developed new pricing model for Frame Relay service. Developed and authored product plans as well as marketing collateral and marketing plans. Presented to customers in 23 countries. Product spokesperson with press and industry analysts. Technical trainer for X.25 and Frame Relay.

**SYSTEM ENGINEERING MANAGER, SYSTEMS SUPPORT ENGINEER, MCDONNELL DOUGLAS TYMNET, CUPERTINO, CA :: 8/1985 – 11/1989**

Responsible for all proposals generated 20-state US Western Region. Managed 5 sales engineers and 2 proposal writers. Team managed network design, sales and services totaling more than \$250M. Responsible for design and implementation of public and private networks, including dealer/supplier networks at Ford and Chrysler. Designed networks for TRW, WestLaw, LEXUS/NEXUS, others. Managed team of Systems Engineers and Proposal Writers.

**MARKETING ANALYST, ADP AUTONET, ANN ARBOR, MI :: 9/1984 – 8/1985**

Provided marketing support for ADP Networking division. Developed new reports and reporting system to automate understanding of current customer base.



January 17, 2024

Dexter Township  
6880 Dexter-Pinckney RD  
Dexter, MI 48130

Re: Dexter Township- Dexter-Pinckney Rd at Fleming Rd

Attached is the agreement for the work to be at the intersection of Dexter-Pinckney Rd at Fleming Rd. A detailed description of the project is outlined in the agreement. Please print **TWO** copies. Please sign **BOTH** copies in the designated areas. Please return **BOTH** signed agreements and check (made payable to DTE Energy) in the amount of **\$1,454.17** to the following address:

DTE Energy  
8001 Haggerty Rd.  
Belleville, MI 48111  
140 WWSC-Brandon Faron

Please call if you have questions, 734-397-4017.

Sincerely,

*Brandon R. Faron*

Brandon R. Faron  
Account Manager  
Community Lighting

## Exhibit A to Master Agreement


### Purchase Agreement

This Purchase Agreement (this "Agreement") is dated as of January 17, 2024 between DTE Electric Company ("Company") and Dexter Township ("Customer").

This Agreement is a "Purchase Agreement" as referenced in the Master Agreement for Municipal Street Lighting dated June 2, 2023 (the "Master Agreement") between Company and Customer. All of the terms of the Master Agreement are incorporated herein by reference. In the event of an inconsistency between this Agreement and the Master Agreement, the terms of this Agreement shall control.

Customer requests Company to furnish, install, operate and maintain street lighting equipment as set forth below:

1. DTE Work Order Number:	70700336 If this is a conversion or replacement, indicate the Work Order Number for current installed equipment: N/A	
2. Location where Equipment will be installed:	[Dexter-Pinckney at Fleming], as more fully described on the map attached hereto as <u>Attachment 1</u> .	
3. Total number of lights to be installed:	1	
4. Description of Equipment to be installed (the " <u>Equipment</u> "):	Install one (1) wood pole, one (1) 6' support arm, and one (1) 136w LED.	
5. Estimated Total Annual Lamp Charges	\$354.09	
6. Estimated Total Annual Post Charges if selected	\$0.00	
7. Annual Finance Charge if selected	See paragraph 14 below	\$ 0.00
8. Computation of Contribution in aid of Construction (" <u>CIAC Amount</u> ")	Total estimated construction cost, including labor, materials, and overhead:	\$2,516.44
	Revenue credit:	\$1,062.27
	<b>CIAC Amount (cost minus revenue)</b>	<b>\$1,454.17</b>
	Credit for Post Charge, if selected	\$0.00
9. Payment of CIAC Amount:	Due promptly upon execution of this Agreement <b>\$1,454.17</b>	
10. Term of Agreement  <b>Special Financing Options are available – Please read stipulations within agreement and if desired check the appropriate box below:</b>  Post Charge Option <input type="checkbox"/>	<p>5 years. Upon expiration of the initial term, this Agreement shall continue on a month-to-month basis until terminated by mutual written consent of the parties or by either party with thirty (30) days prior written notice to the other party.</p> <p>If Post Charge "box" is checked the Customer agrees to following term:</p> <p>10 years. Upon expiration of the initial term, this Agreement shall continue on a month-to-month basis until terminated by mutual</p>	

Finance Option <input type="checkbox"/>	written consent of the parties or by either party with thirty (30) days prior written notice to the other party.
11. Does the requested Customer lighting design meet IESNA recommended practices?	(Check One) <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If "No", Customer must sign below and acknowledge that the lighting design does not meet IESNA recommended practices _____ 
12. Customer Address for Notices:	Dexter Township 6880 Dexter-Pinckney Rd Dexter, MI 48130



13. Special Order Material Terms:

All or a portion of the Equipment consists of special order material: (check one) ☐ YES ☒ NO

If "Yes" is checked, Customer and Company agree to the following additional terms.

A. Customer acknowledges that all or a portion of the Equipment is special order materials ("SOM") and not Company's standard stock. Customer will purchase and stock replacement SOM and spare parts as provided in Section B below. When replacement equipment or spare parts are installed from Customer's inventory, Company will credit Customer in the amount of the then-current material cost of Company standard street lighting equipment in lieu of which the SOM is being used.

B. Customer will maintain an inventory of at least 0 posts and 0 luminaires and any other materials agreed to by Company and Customer, and will replenish the stock by ordering materials no later than thirty (30) calendar days after the materials are drawn from inventory. Costs of initial inventory are included in this Agreement. If Customer fails to maintain the required inventory, Company, after 30 days' notice to Customer, may (but is not required to) order replacement SOM and Customer will reimburse Company for its costs (including the labor costs associated with Company's management of the supply chain for the SOM) no later than thirty (30) calendar days after receipt of Company's invoice for such costs. Customer's acknowledges that failure to maintain required inventory could result in extended outages due to SOM lead times.

C. The inventory will be stored at \_\_\_\_\_. Access to Customer's inventory site must be provided between the hours of 9:00 am to 4:00 pm, Monday through Friday with the exceptions of federal Holidays. If Company is unable to access the site during such hours for any reason, Company (i) shall be relieved from any obligation or commitment to complete the work as scheduled, and (ii) may, at its option, procure the inventory itself and have Customer to reimburse Company's costs for doing so. Customer shall name an authorized representative to contact regarding inventory: levels, access, usage, transactions, and provide the following contact information to Company:

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Customer will immediately notify Company of any changes in the Authorized Customer Representative. Customer must comply with SOM manufacturer's recommended inventory storage guidelines and practices. Damaged SOM will not be installed by Company.

D. In the event that SOM is damaged by a third party, Company may (but is not required to) pursue a damage claim against such third party for all of Company's costs incurred because of the claim, including all labor and replacement materials. Company will notify Customer as to whether Company will pursue such claim within a reasonable time of the SOM being damaged.

E. In the event that SOM becomes obsolete, discontinued, or incompatible with Company's infrastructure, Customer shall select new alternate SOM that is compatible with Company's then-existing infrastructure. If Customer does not select compatible alternate SOM, Company reserves the right to select compatible SOM that is, in its reasonable judgment, substantially similar, or replace the SOM with standard materials, in either case being entitled to reimbursement from Customer for Company's costs in providing such transition of supply (including internal overhead and labor costs).

F. Should Customer experience, in Company's reasonable judgment, excessive LED equipment failures that are not supported by LED manufacturer warranties, Company will replace the LED equipment with other Company supported Solid State or High Intensity Discharge luminaires at Company's discretion. The full cost to complete these replacements to standard street lighting equipment will be the responsibility of Customer.

14. Special Financing Options

A. Post Charge Option:

For new underground-fed installations of 5 lights or more after May 1, 2019, which require investment in excess of three times the annual revenue at the prevailing rate at the time of installation, the customer may elect to pay a post charge for each increment of \$1,000 investment required above three times the annual revenue.

**Effective November 25, 2022** - For each increment of \$1,000 of investment which exceeds three times the annual revenue at the prevailing rate at the time of installation, add to rate per year an additional **\$79.44**.

B. Finance Charge Option:

As an alternative, where the required contribution exceeds \$10,000, upon agreement of the customer and the Company, the customer will pay an additional annual charge of the Company's weighted average cost of capital (6.79%) times the contribution amount in lieu of the cash contribution.

\*\*\*\*\*

Company and Customer have executed this Purchase Agreement as of the date first written above.

Company:

DTE Electric Company

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Customer:

Dexter Township

By: \_\_\_\_\_

Name: \_\_\_\_\_

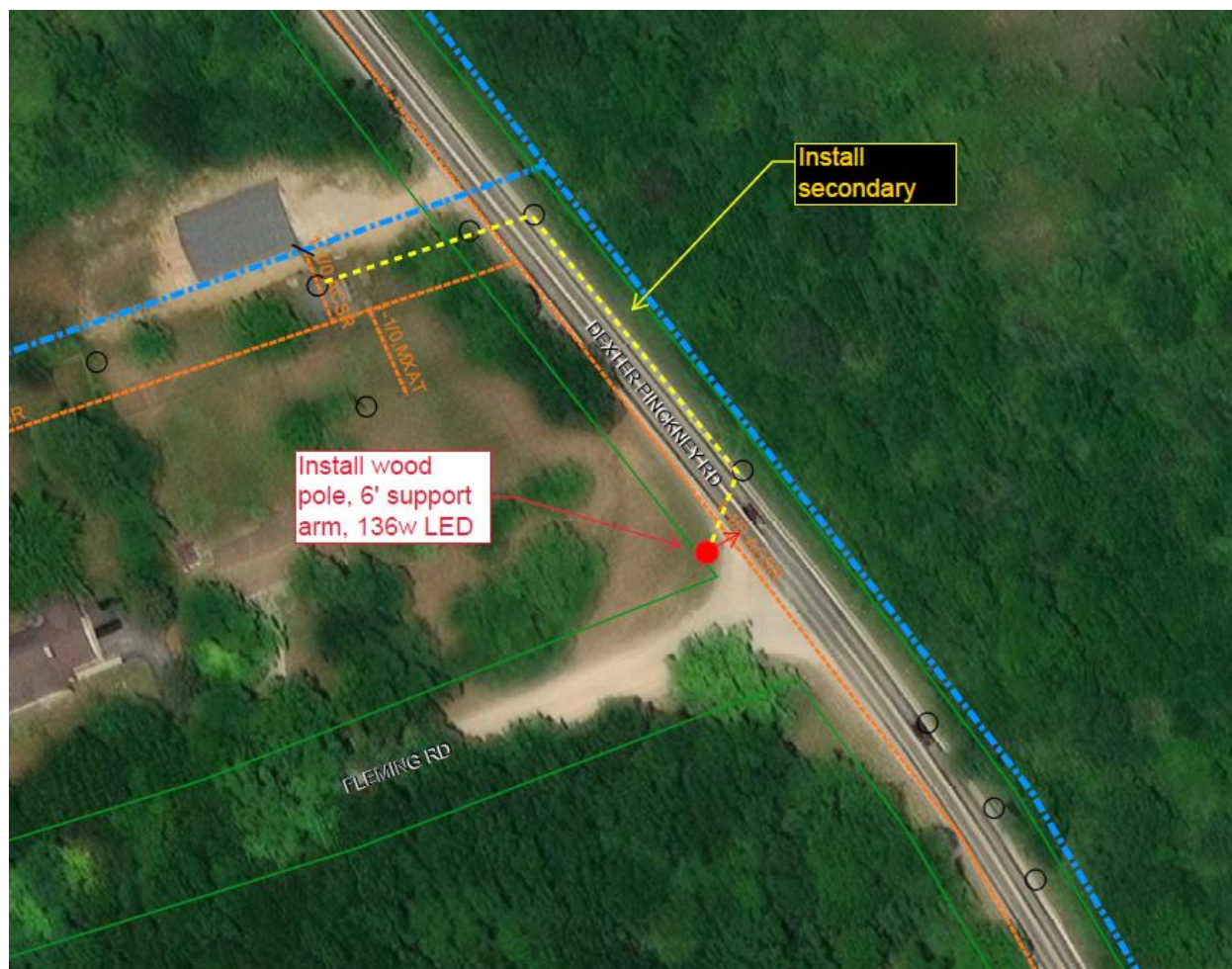
Title: \_\_\_\_\_

Date: \_\_\_\_\_

 SIGN HERE

## Attachment 1 to Purchase Agreement

### Map of Location





# DEXTER TOWNSHIP

## AGENDA ITEM REQUEST

**MEETING OF: Township Board of Trustees February 20, 2024**

**Title:** Zoning Ordinance Amendments to Table 16.3 for building coverage regulations

**Date (please submit agenda item requests 14 days prior to meeting date):**

**Purpose (Choose ONE):**

- 1) This is a discussion item requiring no action by the board: \_\_\_\_
- 2) This is an action item requiring a:  
Resolution \_\_\_\_;  
Motion \_\_\_\_;  
Ordinance X\_\_

**Narrative (to be completed by requestor):**

Overview See attached

**Does this item have fiscal impact?**

**Yes** \_\_

**No** X

**If yes, what is the net cost?**

**Is the item included in the Township's approved annual budget?**

**Yes** \_\_

**No** \_\_

**Staff/Supervisor Comments**

See attached

**Submitted by:**

Megan Masson-Minock

**Suggested Action:**

See attached



# DEXTER TOWNSHIP

6880 DEXTER-PINCKNEY ROAD  
DEXTER, MI 48130

TELEPHONE: 734-426-3767  
FAX: 734-426-3833

WWW.DEXTERTOWNSHIP.ORG

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## MEMORANDUM

**To:** Dexter Township Board

**From:** Megan Masson-Minock, Township Planning Consultant

**Subject:** Proposed Amendment to Table 16.3 of Section 16.12 of the Zoning Ordinance

**Date:** February 7, 2024

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The proposed zoning text amendment attached is to amend Table 16.3 in Section 16.12 of the Zoning Ordinance to replace building coverage regulations by size of lot in the Resource Conservation (RC), Rural Residential (RR) and residential uses in the Agricultural (AG) Zoning Districts with a percentage that applies to lots of all sizes.

The text amendment was initiated by the Township Supervisor and Township Planning Commission Chair after the building coverage variance for the Cornman Farms final site (FSP24-PC-001) was postponed by the Zoning Board of Appeals (ZBA) at their December 2, 2023 meeting.

The Supervisor and Planning Commission Chair, after consultation with staff, felt Table 16.2 treats larger parcels inadequately and unfairly, as shown by the limitation on the Cornman Farms site plan which had been approved in 2013 when the maximum lot coverage was 10% for that parcel. Staff drafted an amendment to limit building coverage on parcels greater than 5 acres, zoned Rural Residential or Recreation Conservation or residential uses in the Agricultural Zoning District to two percent (2%) rather than the current limit of 11,543 square feet and to delete the footnote for Table 16.2 which allows the Planning Commission to let an indoor riding arena on a lot five (5) acres or greater have a lot coverage of 20,000 square feet total lot coverage with a full site plan. Staff chose two percent (2%) as it was the smallest percentage that would allow the Cornman Farms final site plan to legally proceed. Staff, per the direction of the Supervisor and Planning Commission Chair, published a public hearing notice for the zoning text amendment for the Planning Commission's meeting on January 23, 2024.

The previous Zoning Ordinance, specifically Ordinance No. 34 amended effective November 8, 2018, had a maximum lot coverage (equivalent of building coverage) of ten percent (10%) in the Rural Residential and Agricultural Zoning Districts and five percent (5%) in the Resource Conservation District.

At their meeting on January 9, 2024, the ZBA denied the variance for Cornman Farms as the application did not meet the standards for granting a variance. However, the ZBA did express support for amending the Zoning Ordinance to expand building lot coverage for parcels greater than 5 acres, zoned Rural Residential or Recreation Conservation or residential uses in the Agricultural Zoning District.

The Planning Commission held a public hearing on January 23, 2024. The architect representing Cornman Farms spoke during the public hearing in favor of increasing the building coverage for parcels over five acres to at least two percent. At that meeting, the Planning Commission recommended that the building coverage regulations as a simple percentage of the parcel by zoning district to be reinstated by the following motion, which passed unanimously:

*Recommendation to Township Board on proposed Zoning Ordinance amendment to amend Table 16.3 in Article 16. Motion by Maier, Support by Hurd:*

*Based on the information provided by staff and during the public hearing held on January 23, 2024, the Planning Commission makes a favorable recommendation of the proposed text amendment for Article 16, Table 16.3 in Section 16.12 of the Zoning Ordinance, specifically deleting Table 16.3 and replacing it with a maximum building coverage of ten percent (10%) in the Rural Residential Zoning District and for residential uses in Agricultural Zoning District and five percent (5%) in the Resource Conservation Zoning District, to the Township Board for the following reasons:*

- 1. The zoning text amendment is compatible with the goals and policies of the Master Plan.*
- 2. The zoning text amendment is consistent with state and federal law.*

The decision criteria for a zoning text amendment, per Section 30.05(B) are:

- **Master Plan:** The zoning text amendment shall be compatible with the goals, policies, and future land use map of the Master Plan.
- **State and Federal Law:** The zoning text amendment shall be consistent with state and federal law.

Per Section 30.05(D) of the Township Zoning Ordinance, the Township Board may adopt, not adopt, or return a zoning text amendment to the Planning Commission. The Board may make minor grammatical changes that do not change the meaning of the zoning text amendment without returning it to the Planning Commission. At least four (4) members of the Township Board must vote in the affirmative for a zoning ordinance text amendment to be approved.

Based on the above standards and allowed actions, staff have prepared the following motions, found on the next page, for the Board of Trustees.

**Motion #1**

Based on the information provided by staff, the input at the public hearing held on January 23, 2024, and the favorable recommendation of the Planning Commission on January 23, 2024, the Township Board adopts the proposed text amendment for Article 16, Table 16.3 in Section 16.12 of the Zoning Ordinance for the following reasons (select all that apply):

1. The zoning text amendment is compatible with the goals and policies of the Master Plan.
2. The zoning text amendment is consistent with state and federal law.

**Motion #2**

Based on the information provided by staff, the input at the public hearing held on January 23, 2024, and the favorable recommendation of the Planning Commission on January 23, 2024, the Township Board adopts the proposed text amendment for Article 16, Table 16.3 in Section 16.12 of the Zoning Ordinance, with the following minor grammatical corrections (INSERT) for the following reasons (select all that apply):

1. The zoning text amendment is compatible with the goals and policies of the Master Plan.
2. The zoning text amendment is consistent with state and federal law.

**Motion #3**

Based on the information provided by staff, the input at the public hearing held on January 23, 2024, the Township Board does not adopt the proposed text amendment for Article 16, Table 16.3 in Section 16.12 of the Zoning Ordinance for the following reason:

1. The zoning text amendment is not compatible with the goals and policies of the Master Plan.

**Motion #4**

Based on the information provided by staff, the input the public hearing held on January 23, 2024, and the recommendation of the Planning Commission on January 23, 2024, the Township Board returns the proposed text amendment for Article 16, Table 16.3 in Section 16.12 of the Zoning Ordinance to the Planning Commission with the following objections: (INSERT LIST).

DRAFT: February 7, 2024

Recommended to the Township Board by the Planning Commission on January 23, 2024

ORDINANCE NO. \_\_\_\_\_

An ordinance to amend relevant portion of Article 16 to increase the building coverage on parcels greater than 5 acres, zoned Recreation Conservation to 5% and Rural Residential or residential uses in the Agricultural Zoning District to 10%.

IT IS HEREBY ORDAINED BY THE PEOPLE OF THE TOWNSHIP OF DEXTER:

**SECTION 1. REPLACE TABLE 16.3 IN SECTION 16.12 - BUILDING COVERAGE IN RR AND RC DISTRICTS AND FOR RESIDENTIAL USES IN THE AG DISTRICT, AS FOLLOWS:**

*Table 16.3: Building Size*

TOTAL LOT AREA		MAX LOT COVERAGE FOR BUILDINGS	
ACREAGE	SQ. FT.	%	SQ. FT.
Less than 0.3 acres		–	1,300
0.3	13,068	10.0%	1,307
0.4	17,424	9.0%	1,725
0.5	21,780	9.8%	2,134
0.6	26,136	9.7%	2,535
0.7	30,492	9.6%	2,927
0.8	34,848	9.5%	3,311
0.9	39,204	9.4%	3,685
1.0	43,560	9.3%	4,051
1.1	47,916	9.2%	4,408
1.2	52,272	9.1%	4,757
1.3	56,628	9.0%	5,097
1.4	60,984	8.9%	5,428
1.5	65,340	8.8%	5,750
1.6	69,696	8.7%	6,064
1.7	74,052	8.6%	6,368
1.8	78,408	8.5%	6,665
1.9	82,764	8.4%	6,952
2.0	87,120	8.3%	7,231
2.1	91,476	8.2%	7,501
2.2	95,832	8.1%	7,762
2.3	100,188	8.0%	8,015
2.4	104,544	7.9%	8,259
2.5	108,900	7.8%	8,494
2.6	113,256	7.7%	8,721

TOTAL LOT AREA		MAX LOT COVERAGE FOR BUILDINGS	
ACREAGE	SQ. FT.	%	SQ. FT.
2.7	117,612	7.6%	8,939
2.8	121,968	7.5%	9,148
2.9	126,324	7.4%	9,348
3.0	130,680	7.3%	9,540
3.1	135,036	7.2%	9,723
3.2	139,392	7.1%	9,897
3.3	143,748	7.0%	10,062
3.4	148,104	6.9%	10,219
3.5	152,460	6.8%	10,367
3.6	156,816	6.7%	10,507
3.7	161,172	6.6%	10,637
3.8	165,528	6.5%	10,759
3.9	169,884	6.4%	10,873
4.0	174,240	6.3%	10,977
4.1	178,596	6.2%	11,073
4.2	182,952	6.1%	11,160
4.3	187,308	6.0%	11,238
4.4	191,664	5.9%	11,308
4.5	196,020	5.8%	11,369
4.6	200,376	5.7%	11,421
4.7	204,732	5.6%	11,465
4.8	209,088	5.5%	11,500
4.9	213,444	5.4%	11,526
5.0	217,800	5.3%	11,543
Greater than five (5) acres		–	11,543*

\* Planning Commission may permit up to 20,000 square feet total lot coverage on lots greater than five (5) acres for an indoor riding arena with full site plan.

Proposed Text in red font: **example**

Text proposed for deletion in strikethrough text: ~~example~~



Dexter Township Proposed Zoning Ordinance Amendments for Building Coverage

DRAFT: February 7, 2024

Recommended to the Township Board by the Planning Commission on January 23, 2024

ZONING DISTRICT	MAX LOT COVERAGE FOR BUILDINGS
RC District	5.0%
RR District	10.0%
AG District (residential uses)	10.0%

**SECTION 2. SEVERABILITY:** The provisions of this Ordinance are hereby declared to be severable and if any provision, section or part of this Ordinance is declared invalid or unconstitutional by a court of competent jurisdiction, such decision shall only affect the particular provisions, section or part involved in such decision and shall not affect or invalidate the remainder of such Ordinance, which shall continue in full force and effect.

**SECTION 3. PUBLICATION:** This ordinance shall be published in a newspaper of general circulation as required by law.

**SECTION 4. EFFECTIVE DATE:** This Ordinance shall become effective seven (7) days after its publication following final adoption or as required by law.

**SECTION 5. REPEAL:** All Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

I, <insert>, Clerk of the Dexter Township, County of Washtenaw, State of Michigan hereby certify adoption of Ordinance No. 2024-\_\_\_\_ by the Dexter Township Board of Trustees assembled at a Regular Meeting held on \_\_\_\_\_.

The motion to approve was made by member \_\_\_\_\_ and seconded by \_\_\_\_\_

YES: \_\_\_\_\_

ABSENT: \_\_\_\_\_

NO: None. \_\_\_\_\_

ABSTAIN: \_\_\_\_\_

\_\_\_\_\_  
Clerk Dexter Township

Published: \_\_\_\_\_



# DEXTER TOWNSHIP

## AGENDA ITEM REQUEST

**MEETING OF: Township Board of Trustees February 20, 2024**

**Title:** Zoning Ordinance Amendments to Section 29.06(C)(4) to update variance review standard.

**Date (please submit agenda item requests 14 days prior to meeting date):**

**Purpose (Choose ONE):**

- 1) This is a discussion item requiring no action by the board: \_\_\_\_
- 2) This is an action item requiring a:  
Resolution \_\_\_\_;  
Motion \_\_\_\_;  
Ordinance X\_\_

**Narrative (to be completed by requestor):**

Overview See attached

**Does this item have fiscal impact?**

**Yes** \_\_

**No** X

**If yes, what is the net cost?**

**Is the item included in the Township's approved annual budget?**

**Yes** \_\_

**No** \_\_

**Staff/Supervisor Comments**

See attached

**Submitted by:**

Megan Masson-Minock

**Suggested Action:**

See attached



# DEXTER TOWNSHIP

6880 DEXTER-PINCKNEY ROAD  
DEXTER, MI 48130

TELEPHONE: 734-426-3767

FAX: 734-426-3833

WWW.DEXTERTOWNSHIP.ORG

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## MEMORANDUM

**To:** Dexter Township Board

**From:** Megan Masson-Minock, Township Planning Consultant

**Subject:** Proposed Amendment to the decision criteria for variances in Article 29, Section 29.06(C) of the Zoning Ordinance

**Date:** February 7, 2024

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The proposed zoning text amendment to amend the decision criteria for variances in Article 29, Section 29.06(C)(4) of the Zoning Ordinance is attached. The Zoning Board of Appeals (ZBA) asked the Planning Commission to revise this language. The Planning Commission examined language at its November 28, 2023 meeting, asked for changes, and directed staff to call a public hearing for the amendment for its January 23, 2024 meeting.

The ZBA discussed the proposed amendment at their January 9, 2024 meeting. They proposed an alternative zoning ordinance text amendment, so that Section 29.06(C)(4) would read as shown below. Strikeout text is language proposed to be deleted (~~example~~) and proposed text is in red and bold font (**example**).

4. Reasonable Amount: The variance is the ~~minimum~~ **reasonable** amount necessary to mitigate the practical difficulty.

The Planning Commission held a public hearing on January 23, 2024. The ZBA Chair, Mr. Brook Smith, spoke during the public hearing in support of changing the standard to "reasonable." The Planning Commission Chair Marty Straub suggested that the original text from the previous Zoning Ordinance, specifically Ordinance No. 34 amended effective November 8, 2018, be used, "Reasonable Amount: The variance is a reasonable amount necessary to mitigate the practical difficulty." At that meeting, the Planning Commission recommended the zoning ordinance text amendment as proposed by the ZBA, which passed unanimously:

*Recommendation to Township Board on proposed Zoning Ordinance amendment to Article 29, Section 29.06(C) to amend decision criteria for variances.  
Motion by Driskell, Support by Maier:*

*Based on the information provided by staff and during the public hearing held on January 23, 2024, the Planning Commission makes a favorable recommendation of the proposed text amendment for Article 29, Section 29.06(C) of the Zoning Ordinance, specifically the text amendment proposed by the Zoning Board of Appeals which reads "4. Reasonable Amount: The variance is the minimum reasonable amount necessary to mitigate the practical difficulty.", to the Township Board for the following reasons:*

- 1. The zoning text amendment is compatible with the goals and policies of the Master Plan.*
- 2. The zoning text amendment is consistent with state and federal law.*

ZBA Chair Smith has asked that the Township Board consider a minor grammatical change as follows:

4. Reasonable Amount: The variance is ~~the minimum~~ **a reasonable** amount necessary to mitigate the practical difficulty.

The decision criteria for a zoning text amendment, per Section 30.05(B) are:

- **Master Plan:** The zoning text amendment shall be compatible with the goals, policies, and future land use map of the Master Plan.
- **State and Federal Law:** The zoning text amendment shall be consistent with state and federal law.

Per Section 30.05(D) of the Township Zoning Ordinance, the Township Board may adopt, not adopt, or return a zoning text amendment to the Planning Commission. The Board may make minor grammatical changes that do not change the meaning of the zoning text amendment without returning it to the Planning Commission. At least four (4) members of the Township Board must vote in the affirmative for a zoning ordinance text amendment to be approved.

Based on the above standards and allowed actions, staff have prepared the following motions, found on the next page, for the Board of Trustees.

**Motion #1**

Based on the information provided by staff, the input at the public hearing held on January 23, 2024, and the favorable recommendation of the Planning Commission on January 23, 2024, the Township Board adopts the proposed text amendment for Article 29, Section 29.06(C) of the Zoning Ordinance for the following reasons (select all that apply):

1. The zoning text amendment is compatible with the goals and policies of the Master Plan.
2. The zoning text amendment is consistent with state and federal law.

**Motion #2**

Based on the information provided by staff, the input at the public hearing held on January 23, 2024, and the favorable recommendation of the Planning Commission on January 23, 2024, the Township Board adopts the proposed text amendment for Article 29, Section 29.06(C) of the Zoning Ordinance, with the following minor grammatical correction, so item 4 reads as follows:

Reasonable Amount: The variance is ~~the minimum~~ **a reasonable** amount necessary to mitigate the practical difficulty.

for the following reasons (select all that apply):

1. The zoning text amendment is compatible with the goals and policies of the Master Plan.
2. The zoning text amendment is consistent with state and federal law.

**Motion #3**

Based on the information provided by staff, the input at the public hearing held on January 23, 2024, the Township Board does not adopt the proposed text amendment for Article 29, Section 29.06(C) of the Zoning Ordinance for the following reason:

1. The zoning text amendment is not compatible with the goals and policies of the Master Plan.

**Motion #4**

Based on the information provided by staff, the input the public hearing held on January 23, 2024, and the recommendation of the Planning Commission on January 23, 2024, the Township Board returns the proposed text amendment for Article 29, Section 29.06(C) of the Zoning Ordinance to the Planning Commission with the following objections: (INSERT LIST).

ORDINANCE NO. \_\_\_\_\_

An ordinance to amend relevant portion of Article 29 to clarify standards for Zoning Board of Appeals variance decisions.

IT IS HEREBY ORDAINED BY THE PEOPLE OF THE TOWNSHIP OF DEXTER:

**SECTION 1. AMEND SECTION 29.06(C)(4) TO READ AS FOLLOWS:**

- 4) *Reasonable Amount:* The variance is the ~~minimum~~ **reasonable** amount necessary to mitigate the practical difficulty.

**SECTION 2. SEVERABILITY:** The provisions of this Ordinance are hereby declared to be severable and if any provision, section or part of this Ordinance is declared invalid or unconstitutional by a court of competent jurisdiction, such decision shall only affect the particular provisions, section or part involved in such decision and shall not affect or invalidate the remainder of such Ordinance, which shall continue in full force and effect.

**SECTION 3. PUBLICATION:** This ordinance shall be published in a newspaper of general circulation as required by law.

**SECTION 4. EFFECTIVE DATE:** This Ordinance shall become effective seven (7) days after its publication following final adoption or as required by law.

**SECTION 5. REPEAL:** All Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

I, <insert>, Clerk of the Dexter Township, County of Washtenaw, State of Michigan hereby certify adoption of Ordinance No. 2024-\_\_\_\_ by the Dexter Township Board of Trustees assembled at a Regular Meeting held on \_\_\_\_\_.

The motion to approve was made by member \_\_\_\_\_ and seconded by \_\_\_\_\_

YES: \_\_\_\_\_

ABSENT: \_\_\_\_\_

NO: None. \_\_\_\_\_

ABSTAIN: \_\_\_\_\_

\_\_\_\_\_  
Clerk Dexter Township

Published: \_\_\_\_\_



# DEXTER TOWNSHIP

## AGENDA ITEM REQUEST

MEETING OF: Township Board of Trustees February 20, 2024

**Title:** Approval of the FY25 Operating and Capital Budget.

**Purpose (Choose ONE):**

- 1) This is a discussion item requiring no action by the board: \_\_\_\_
- 2) This is an action item requiring a:  
Resolution   X   ;  
Motion \_\_\_\_;  
Ordinance \_\_\_\_\_

**Narrative (to be completed by requestor):**

**Note:** *Members of the Board of Trustees are encouraged to bring their FY25 Budget Books to the Township to ensure that all components are the final version.*

**Overview**

The Board of Trustees held a special meeting/budget workshop on January 8, 2024 to go through the proposed FY25 capital and operating budget in detail, and on January 16, 2024 held both a public hearing and discussion. Earlier drafts of the budget were provided at the November and December meetings, with in-depth discussions in December and January. The BOT decided to hold an additional public hearing in February prior to approving the budget. That public hearing will take place at the start of today's meeting. The public hearing was advertised in the printed *Sun Times* as well as on our web site.

The FY25 Capital and Operations budgets are discussed in detail in the budget narrative contained in the FY25 Budget Book, which is available for public review on our website and at the Township. The Budget Book has been available for public review at the Township since January 2, 2024, and early drafts were available on our web site beginning in November.

At the December and January meetings, members of the Board of Trustees asked questions and made requests, mostly with respect to new items proposed in the budget. Most of the new items are capital and/or one-time operating requests. Most of the new requests are one-time (including capital and one-time operating expenses), or minimal increases based on inflation or historical actuals.

Trustee Sanders, our Farmland and Open Space liaison, will be discussing the \$293K one-time Open Space appropriation request at the meeting.

The two significant perpetual/ongoing operational increases requested in the proposed budget included the MetroParks pass program, which was piloted this year with excellent results, and a request for a Deputy Supervisor, a new position created to provide capacity to undertake the Board of Trustees' many new strategic initiatives.

The Board suggested that the Deputy Supervisor position be retitled "Project Coordinator." This change makes sense: many of the new initiatives typically are not necessarily specific to the Supervisor function. I have updated the budget narrative and proposed budget to reflect this change.

Operational increases rightly tend to be scrutinized more closely because they obligated the entity on an ongoing basis, with new positions receiving the highest level of scrutiny. The Board therefore asked for additional justification for the new position, especially in light of the fact that the Board approved a 24-hour per week office assistant for FY24. Job descriptions for the Township's Administrative Manager and Office Assistant are attached, as requested.

The Board also requested that the Administrative Manager (previously known as the Office Manager) and Office Assistant perform a time study to clarify their work and ensure that these positions are not performing the new strategic tasks outlined for the proposed new Deputy Supervisor. A time study is a day-to-day tracking of activities, which is analyzed and correlated to a job description to validate the job description. The time study began February 8 and the timesheets will be distributed at the BOT meeting, although the analytics will not be available until March.

I continue to believe that more staff resources are required to facilitate the BOT's many strategic initiatives, and that the existing administrative staff are not sufficient to fulfill this role. The following paragraphs attempt to address the questions posed by the BOT:

***Didn't we add enough new administrative staff to cover this function?***

We currently have 56 hours per week of administrative staff time, compared with 40-48 hours previously. The additional 8-16 per hours per week covers the following:

- Proactive administrative management that was previously not being performed, including:
  - Managing our information technology, including livestream and our basic IT systems. The fact that no one has historically managed this work is the reason we've had so many breakdowns in livestreaming and IT infrastructure – we are righting this ship but IT management is an ongoing function
  - Managing our archives, including digitization and organizing our filing systems – maintaining organized records for posterity is a core function of a township, yet the Township has several filing systems organized in a fragmented way by individuals over time. No one has historically managed the historical records as a whole. Again, our Administrative Manager is righting this ship but file manage is an ongoing function
  - Managing our facilities, including the town hall and the fire stations – this has historically been performed on a crisis basis, our administrative manager is developing and implementing a proactive approach to facilities management which we believe will reduce our facilities management costs over time, another ongoing function



- Managing and organizing office inventory. Efficiently managing our office inventories is crucial for smooth operations and requires ongoing maintenance. Not only are we working on an in-office inventory, but also items that can be removed from the office to reduce clutter and items that are no longer serving their purpose.
- PTO coverage – previously there was no administrative coverage for planned and unplanned absences, such that the clerk, the treasurer, the supervisor, deputies, and the planner would cover reception during absences
- New duties resulting from priorities of the Board, primarily performed by the Administrative Manager, including maintaining our social media, and providing administrative support for community events, postcard and newsletter mailings, and a growing volunteer corps
- Reduction in other staff positions (Deputy Treasurer reduced from 24 hours a week to 4-8 hours a week, Planning & Zoning Department reduced from 1.6 FTEs to 1 FTE) means that the Admin Team is performing more customer service, ie, answering basic questions about zoning permits and tax payments

***Why can't we use volunteers to do this new work?***

Volunteers are a wonderful asset. The Township is very grateful to our growing volunteer corps. Volunteers typically perform work under the direction of a staff supervisor, and there are constraints against empowering volunteers to initiate and manage major initiatives. Even if some of our initiatives could be delegated to volunteers, such volunteers would need to be recruited and managed, adding to staff workload.

***Shouldn't we slow down our pace?***

First, even with the addition of this new position, we will still have a base operating surplus of \$250K per year. This indicates that we have the resources to move forward with our strategic initiatives, but we must redeploy the resources from cash to staff. Retaining the resources in a cash position is not an appropriate use of tax dollars.

Second, even if we slow down the pace of future initiatives, we have already added enough additional work to occupy a project coordinator.

***Logistical questions:***

***What if the person doesn't have enough to do?***

***Is it allowable for an elected official to serve this function?***

***Shouldn't we perform a competitive search, consistent with our stated policy?***

***Now that we've redefined the position, don't we need to decide on compensation?***

Approval of the requested position would not be executed until April 1, so logistical questions can be discussed and decided before moving forward. The BOT has a history of approving positions (the Office Assistant) in the budget, and making logistical decisions once the position is approved. If the BOT approves the position, I will research these logistical questions and propose a configuration that addresses Board concerns.

**Staff/Supervisor Comments** Thank you to the Board of Trustees for clearly articulating our strategic priorities, and for their careful review of the budget book and thoughtful consideration of the FY25 capital and operating requests. Thanks also to the many staff members and consultants who provided cost justifications to support each request.

**Submitted by:** Karen Sikkenga

**Suggested Action:** Approve the proposed resolution.

# DEXTER TOWNSHIP



## Project Coordinator Job Description

### Overview

The key areas of responsibility for the proposed new Project Coordinator position will be:

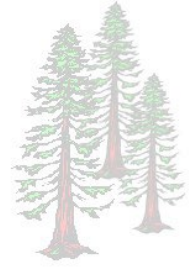
- (1) To execute new projects and programs initiated by the Board of Trustees, including volunteer recruitment and management
- (2) To support the Supervisor in preparing for and following up on Board of Trustee meetings
- (3) To support the Supervisor in budget activities, including preparing the annual budget book; planning for the annual budget hearing; monitoring budget to actuals; and proposing budget amendments

Activities performed by the new position will include project management (including executing any task associated with the KARs) and communications. This will be an as-needed position not to exceed 24 hours per week, similar to the Deputy Clerk and Deputy Treasurer.

New projects and programs are the primary driver for adding this position. This activist Board of Trustees has initiated several new projects and programs each year, without adding staff to coordinate. These include:

- Broadband and cellular service expansion
- Cemetery clean-up and maintenance (includes volunteer management)
- Community engagement activities: community clean-up days; community movie night; coffee chats; annual volunteer appreciation (includes volunteer management)
- Farmland and Open Space program
- Local Road Committee and local roads community email
- Master planning and zoning audit
- MetroPark pass program for Dexter Township residents
- Northwest Passage trail planning
- Plastic film recycling (includes volunteer management)
- Print newsletter and social media
- Town Hall renovation

Under the current activist board, additional future initiatives are under consideration. These include single hauler trash collection, sewer expansion, and a new waterways committee.



## **Dexter Township Office Assistant**

**Position Title:** Office Assistant

**Position Objective:** Utilize administrative skills in a collaborative environment, contributing to the efficiency and smooth functioning of daily operations at Dexter Township hall, utilize clerical skills to assist administrative manager, as well as elected officials, board members, and committee members, and ensure clear and direct support and communication with Dexter Township residents to guarantee excellent customer service and relationship building.

### **Position Responsibilities:**

Reception support including answering inquiries from residents, communicating clearly with Dexter Township residents, staff, elected officials, and contractors, and providing excellent customer service.

Process transactions including tax payments, permits, and voter registration.

Monitor Dexter Township hall office supplies and order when necessary.

Provide clerical support by creating board packages and assisting staff, elected officials, and contractors.

### **Goals and Objectives:**

#### **ELEMENT #1: Customer Service (60%)**

**Goal:** Enhance customer service for Dexter Township residents.

**Objective:** Understand and utilize staff training and implement customer service best practices to support the Dexter Township strategic plan of community enrichment.

#### **ELEMENT #2: Task Management (30%)**

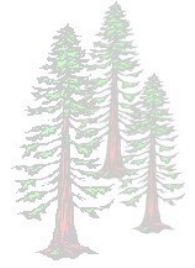
**Goal:** Provide outstanding assistance to administrative manager and other Dexter Township staff, elected officials, and contractors by implementing time management skills to master tasks and meet needs.

**Objective:** Demonstrate a proactive approach by anticipating needs and addressing them promptly.

#### **ELEMENT #3: Communication (10%)**

**Goal:** Utilize strong communication skills, both written and orally, to facilitate effective communication with staff, elected officials, contractors, and residents.

**Objective:** Contribute to enhancing information sharing among staff, elected officials, and residents by implementing training, as well as best practices.



## **Dexter Township Administrative Manager**

**Position Title:** Administrative Manager

**Position Objective:** Oversee, facilitate, and maintain the effective functioning of administrative procedures, ensuring the Dexter Township office runs smoothly, assist elected officials and Dexter Township staff, as well as committee members and board members with support, projects, and coordination of events, and facilitate clear communication both internally and externally.

### **Position Responsibilities:**

Maintain effective administrative procedures and oversee day-to-day operations at Dexter Township hall.

Supervising responsibilities for Dexter Township staff, contractors, custodians, handymen, IT, and the Sheriff's department for the Dexter Township warning sirens.

Human resource responsibilities including recruiting, hiring, and interviewing staff, volunteers, committee members, and board members.

Manage Dexter Township communications through Facebook, Dexter Township website, and newspapers.

Provide support for Dexter Township volunteers and staff, as well as Dexter Township boards and committees.

### **Goals and Objectives:**

#### **ELEMENT #1: Administrative Efficiency (50%)**

**Goal:** Streamline office processes for increased efficiency through policies, operations, and training.

**Objective:** Implement time-saving procedures and evaluate and optimize workflow.

#### **ELEMENT #2: Communication Management (30%)**

**Goal:** Support the Dexter Township strategic plan of communication by improving external and internal communication processes within the Township organization and with residents.

**Objective:** Enhance information sharing among staff, elected officials, and residents.

#### **ELEMENT #3: Customer Service (20%)**

**Goal:** Enhance customer service for Dexter Township residents.

**Objective:** Provide staff training on customer service best practices and implement ways to support the Dexter Township strategic plan of community enrichment.



# DEXTER TOWNSHIP

## AGENDA ITEM SUMMARY

### MEETING OF: Township Board of Trustees– February 20<sup>th</sup> 2024

**Agenda Item Title:**

Approval of AmeriScan Proposal.

**Recommended by:**

Karen Sikkenga

**Explanation of Agenda Item:**

We received a proposal from AmeriScan Imaging Services for file digitization in mid-January. Streaming our filing systems and moving all the Dexter Township documents from physical to digital will reduce response times, staff effort, and will improve accuracy for permits and FOIA requests. This file digitization will also create more room in the basement for our future community space. Finally, the approval of this proposal ties into our good government strategic plan goal.

AmeriScan will take the physical files from the filing cabinets located in the basement and upper levels, boxes of paperwork, and miscellaneous binders and will digitize the documents. According to the Michigan Township Association, as long as we have a true pdf of our documents we can dispose of the physical copies and remain in compliance. Our new Planning and Zoning intern will work towards digitally filing these documents in our records once we receive the material back from AmeriScan.

We did not obtain competing bids because of AmeriScan's unique focus on local government. Staff also contacted several other municipalities and AmeriScan was consistently recommended. Approval of this proposal would leave 775k for strategic capital initiatives (not including fund balance policy reserves).

**Fiscal or Resource Considerations:**

Yes	<u>X</u>	No	<u>      </u>
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Does this agenda item require the expenditure of funds?

Yes	<u>X</u>	No	<u>      </u>
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If yes, are funds budgeted?

Yes	<u>X</u>	No	<u>      </u>
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Is a budget amendment required?

Yes	<u>      </u>	No	<u>X</u>
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**Attachments:**

AmeriScan proposal

**Staff Comments:**

**Motion/Action/Recommendation:**



February 13, 2024

Samantha Edwards  
**Dexter Township**  
6880 Dexter-Pinckney Road  
Dexter, MI 48130

Dear Samantha,

AmeriScan Imaging Services, Inc. (AmeriScan) is pleased to submit a proposal for your document scanning needs. This document outlines the scanning requirements and clearly demonstrates that AmeriScan's team has the necessary experience and the business know-how to undertake such a project.

AmeriScan Imaging Services uses industry-leading document imaging technologies to provide superior scanning services to our clients. By combining the latest technologies with years of experience in the document imaging market, we provide our clients with accurate, high-quality digital files while maintaining the highest level of customer support in the industry.

In order to service our clients effectively, we have invested in the latest high-speed document scanning equipment and software. In addition, we have developed processes and procedures that maximize the efficiency with which assignments are completed. Further, AmeriScan prides itself on being flexible, delivering images and index data in formats that fit your needs.

Again, we thank you for the opportunity to submit a proposal and we look forward to developing a strong partnership and a mutually rewarding business relationship for the years to come.

Sincerely,

*Robert A. Covault*

Robert A. Covault  
*Director of New Business*  
**AmeriScan Imaging Services**

50690 Rizzo Drive  
Shelby Township, MI 48315

P: 586.532.0022  
F: 586.532.9995  
Toll Free: 877.727.0022





## Service Specification

### PROJECT INTRODUCTION (STATEMENT OF WORK)

Dexter Township has a variety of document types they need scanned and indexed. The file types include but aren't limited to planning & zoning files and plans, permits, board packets, assessor files, and meeting minutes. The hard copies are located at 6880 Dexter-Pinckney Road, in Dexter Michigan. All files will be scanned as a multi-page pdf file and indexed by the property address and the parcel ID number, meeting type/date, or another index value. All scanning will be done at 300dpi in color detection. The paper is considered to be in average condition, contained average staples and other binding, and is a mix of 8.5" X 11" and oversized drawings. The purpose of this project is to free up space and allow easy access to the files by having them digital and accessible by importing the data into BS&A and/or another software. All services will take place at AmeriScan Imaging Services located at 50690 Rizzo Drive, Shelby Township, MI 48315.

### ESTIMATED QUANTITIES

#### Original Files:

There are an estimated 1,200 inches of paper. 1,200 inches of paper is equivalent to 80, 15-inch boxes (1,200/80). A typical 15-inch box will contain 1,300 small pages, and 100 drawings. Total estimated page count is:

Small Paper:  $1,300 \times 80 = 104,000$

Drawings:  $100 \times 80 = 8,000$

#### Additional Files:

28 filing cabinet drawers that average 20" of paper each for a total of 560 inches.

22, 15-inch boxes, for a total of 330 inches.

26 binders for a total of 40 inches.

Total of 930 inches ( $560 + 330 + 40$ ) or 62 15-inch boxes ( $930/15$ ). The additional files contain all small pages (No drawings). A typical box with all small pages contains 2,700 pages. Total additional page count is estimated at 167,400 ( $62 \times 2,700$ ).

#### Estimated Project Totals:

Small paper: 271,400

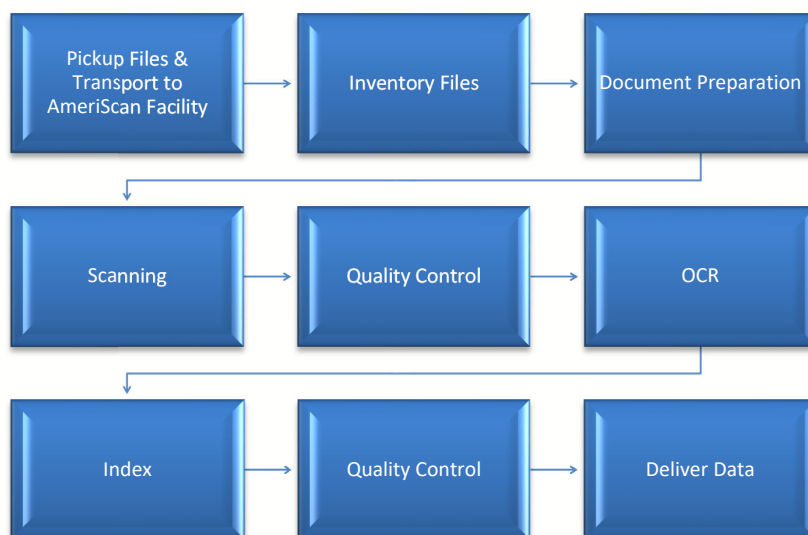
Drawings: 8,000

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## DESCRIPTION OF DELIVERABLES

### Project Workflow



### Project Setup

The first step for any project is to configure the correct project workflow and then assemble the best team possible to meet all deliverables. Project Setup shall include the following:

- Discovery meeting (AmeriScan & Dexter Township).
- Determine project schedule and expectations.
- File request portal training and documentation.
- Assemble the best team possible.

### Document Preparation

Pre-Scanning preparation shall include the following:

- Remove the pages from each file folder/binder.
- Remove staples, paper clips, and any other binding.
- Tape torn or tattered documents to allow proper scanning.
- Insertion of bar-coded sheets for document breaks and/or reading of barcodes.
- Sticky notes will need to be removed and applied to open areas.
- Count the number of files per box.



### **Scanning**

AmeriScan shall use the following processes to ensure the highest quality image results from the scanning of each document:

- Scan each file into a multi-Page PDF file at 300 dpi.
- Documents containing color elements will be scanned in color (color detection technology).
- Ensure pages are correctly orientated.
- Remove blank pages from the PDF.
- File folders do **NOT** need to be scanned.
- Verify the number of files per box.

### **Indexing/OCR (Optical character recognition)**

AmeriScan shall use the following processes to ensure the highest data-entry accuracy:

- Index each file by the property address and parcel ID number, or another index value.
- Use Match and merge technology from spreadsheet provided by Dexter Township where applicable.
- Perform OCR (Optical character recognition) on the resulting PDF. OCR is a technology that recognizes text within a digital image and allows the end user to search for “key word(s)” within a file.

### **Quality Assurance Review**

Document scanning and indexing shall be carefully monitored and evaluated to ensure the highest quality output. The following quality control items shall be monitored by AmeriScan on each scanned document:

- Reviewing the scanned image for proper orientation.
- Legibility of text, proper document type, correct number of documents, correct page Sequence.
- Re-scanning corrected documents.
- Input data corrections.
- Certify accuracy and completeness.
- Tracking, prepping, scanning, and indexing errors.
- Ensure processes are followed/provide reporting.

### **Storage & Document Destruction (Optional)**

No charge for storage during the scanning process. AmeriScan Imaging Services will hold onto all hard copies for 3 months after delivering the electronic data. After the 3 months have expired the files will go for secure destruction, or the files can be returned back to the Township. All destruction is done on-site at AmeriScan Imaging Services.



### Uploading/ Data Transfer

Once the converted files have successfully passed all quality control reviews, we will transfer the images and index data onto a portable drive and deliver it back to Dexter Township. AmeriScan Imaging Services will retain all electronic data for 12 months after delivery.

### Project Timeline – Township Files

Once the project is kicked off, we are estimating the project to take about 3-4 months to complete.

## FILE REQUEST PORTAL

### File Requests – Customer Web Portal

Once the files are in our possession that doesn't mean you can't access them. AmeriScan will provide file requests to you and your staff at no additional charge. Just let us know what you need, and we will upload the requests to a secure web portal. If you need the actual hard copy file and/or box(s) we can deliver/ship them as needed. Our hours of operation are 8:00 am – 5:00 pm EST, Monday through Friday. If you have a file request, you can email us at [filerequest@ameriscanimaging.com](mailto:filerequest@ameriscanimaging.com) or call us at (877) 727-0022. You will need to provide your name, company name, customer account number, contact number, email address, and the file(s), document(s), and/or box(s) you're requesting. All file requests will be processed within 24 hours. Emergency/Urgent requests will be processed immediately. Upon signing a service agreement, an additional phone number will be provided for after-hours requests. Individuals requesting files need to be on the authorization form.



50690 Rizzo Drive  
Shelby Township, MI 48315

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## WHO WE ARE

### Company Vision

Our vision is to grow successful, long-term client relationships through our commitment to professional service and complete customer satisfaction. Our vision is to become the market leader in Document Management solutions through affordable, reliable, and secure document imaging solutions.

### Corporate Profile

Founded in 2006, AmeriScan has evolved into one of Michigan's top document conversion companies. We provide industry-leading document imaging technologies to our clients. In order to service our clients effectively, we have invested in the latest high-speed document scanning equipment and software. In addition, we have developed processes and procedures that maximize the efficiency with which assignments are completed. Further, AmeriScan prides itself on being flexible, delivering images and index data in formats that fit your needs.

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PROJECT INVESTMENT		
Company: Dexter Township		
Job Description: Scanning Services		
ESTIMATED QUANTITY SUMMARY		
Total Pages to Scan		271,400
Total Blueprints to Scan		8,000
Indexes		10,000
Provide Boxes & Pack Files		120
AMERISCAN UNIT INVESTMENT		
Pick Up Files		\$700.00
Provide Boxes & Pack Files		\$5.00/Box
Inventory Files		INCLUDED
Document Preparation & Scanning with Color Detection		\$0.06/Image
Blueprint Scanning		\$1.10/Image
Document Preparation (Special Handling)		\$21.50/Hour
Indexing Files		\$0.12/Each
OCR (Optical Character Recognition)		INCLUDED
Media (USB)		INCLUDED
File Requests		INCLUDED
Document Destruction		\$5.00/Box
DEXTER TOWNSHIP PROJECT INVESTMENT (BUILDING DEPARTMENT)		
Service	Quantity	Cost
Pick Up Files	1	\$ 700.00
Provide Boxes & Pack Files	120	\$ 600.00
Document Preparation & Scanning with Color Detection	271,400	\$ 16,284.00
Blueprint Scanning	8,000	\$ 8,800.00
Indexing Files	10,000	\$ 1,200.00
Document Destruction	120	\$ 600.00
<b>ESTIMATED TOTAL PROJECT INVESTMENT</b>		<b>\$ 28,184.00</b>

**NOTE:** The Project Investment represents a good faith estimate of the costs for the Works. The actual cost may vary and will depend on the actual number of images created & files indexed.

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**DEXTER TOWNSHIP  
AGENDA ITEM REQUEST**

**MEETING Of Township Board of Trustees Feb. 20, 2024**

**Title:** Budget & Finance Status Report

**Overview**

Overall, we are on track in all funds. I am forecasting that our General Fund and Fire Fund revenues and expenses will be in balance. In the General Fund revenues and expenses will be in balance with about \$404K going to capital expenses and \$1.28M to operating expenses (the MetroPark Pass Program is an operating expense). The \$1.28M is an increase over prior month's reporting due to Elections budget increases, approved by the BOT, for the addition of the February primary.

As of the end of December, our General Fund operating expenses burn rate is low (\$845K of \$1.28M, or 66%, with 88% of the year elapsed). Election expenses will show in the February and March reports. Also, some expenses are anticipated to come in below budget. Capital expenses are almost fully expensed, with most of the building redesign complete and the local road repair cost paid. Our revenue collection rate is also low (55%) because property taxes are mostly collected in January with the revenues showing up beginning in February.

**Transactions**

Larger transactions this month include:

- Property Tax revenues are beginning to come in; most property tax revenues will accrue this month (January) and will show in the February transactions; also included in the transaction report this month is the check disbursement to the various entities from the Tax Collection fund
- The building remodel is substantially complete, with furniture delivery expected in early March. The BOT will receive a complete reckoning of this project at the March meeting;
- The recurring annual Chelsea Landfill cost of \$2K hit in January;
- Residents continue to request MetroPark passes, which resulted in postage and other costs under Community Engagement;
- Shumaker Technology Group cost of \$1.7K supported the annual cost of our web site and domain name, which also includes security features, a 24/7 support package and monthly ADA compliance scanning;
- Several transactions are associated with the improvements to the technology underlying our livestreaming, including Midwest Visual Works (\$3.5K)

**Submitted by:** Karen Sikkenga

02/12/2024 03:15 PM  
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CHECK DISBURSEMENT REPORT FOR DEXTER TOWNSHIP  
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Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND								
01/02/2024	PMTS	25930	2023-12-31 REIM	ASHLEY CEPEDA	TRAVEL & TRANSPORTATION	860.000	400	20.63
01/02/2024	PMTS	25931	734426383312-12	AT&T	PHONE PLANS/SERV.	728.000	294	323.46
01/02/2024	PMTS	25932	21230	CITY OF CHELSEA	CHEL LANDFILL CONT	806.003	526	2,003.30
01/02/2024	PMTS	25933	2744	HAINES ACCOUNTING	CONTRACTED SERVICES	801.002	267	2,100.00
01/02/2024	PMTS	25934	33121	MEN ON THE MOVE	MAINTENANCE	956.000	265	1,540.00
01/02/2024	PMTS	25935*#	70433	ORCHARD, HILTZ & MCLIMENT, I	PLANNING CONSULTANT	801.005	400	650.00
			70434		PLANNING CONSULTANT	801.005	400	1,300.00
			CHECK PMTS 25935 TOTAL FOR F					1,950.00
01/02/2024	PMTS	25936	2502-M	THE SUN TIMES MEDIA GROUP LL	PRINTING/PUBLISHING	900.000	294	100.00
			2500-M		PRINTING/PUBLISHING	900.000	294	242.50
			CHECK PMTS 25936 TOTAL FOR F					342.50
01/02/2024	PMTS	25937	93372-1389-7	WASTE MANAGEMENT	UTILITIES	920.000	265	142.76
01/02/2024	PMTS	25938	2024-01-02 REIMBUR	KAREN NOLTE	COMMUNITY ENGAGEMENT	956.010	774	13,550.00
			2024-01-02 REIMBUR		COMMUNITY ENGAGEMENT	956.010	774	189.78
			CHECK PMTS 25938 TOTAL FOR F					13,739.78
01/08/2024	PMTS	133(E)	204389925612	CONSUMERS ENERGY	11/15/2023 - 12/13/2023 UTILITIES	920.000	265	226.22
01/12/2024	PMTS	151(E)*#	2024-01-12 PR	PAYCHEX PAYROL	MERS PAYABLE (ENTER AS NEGATIVE)	228.003	000	(120.34)
			2024-01-12 PR		TRUSTEE SALARY	706.001	101	2,138.08
			2024-01-12 PR		SUPERVISOR SALARY	706.001	171	3,379.09
			2024-01-12 PR		SALARY & WAGES - SAMATHA EDWARDS	706.001	172	2,632.92
			2024-01-12 PR		CLERK SALARY	706.001	215	3,379.09
			2024-01-12 PR		CLERK DEPUTY WAGES	706.002	215	1,530.00
			2024-01-12 PR		SUPERVISOR/CLERK - REC SECRETARY M	706.005	215	245.13
			2024-01-12 PR		ELECTION MANAGEMENT	706.004	216	21.00
			2024-01-12 PR		TREASURER SALARY	706.001	253	3,379.09
			2024-01-12 PR		OFFICE ASSISTANT	706.011	294	762.50
			2024-01-12 PR		PER DIEM - WWRA / LOCAL ROADS	707.000	294	75.00
			2024-01-12 PR		FICA/MED MATCH - TOTAL ER TAXES	725.000	294	1,548.80
			2024-01-12 PR		PC - REC SECRETARY MILLER	706.005	400	245.13
			2024-01-12 PR		ZBA - REC SECRETARY MILLER	706.005	400	311.38
			2024-01-12 PR		ORDINANCE OFFICER	706.008	400	1,418.42



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Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND								
CHECK PMTS 151(E) TOTAL FOR								20,945.29
01/16/2024	PMTS	135(E)	005434301010124	CHARTER COMMUNICATIONS	TELEPHONE	728.000	294	149.98
01/16/2024	PMTS	136(E)	200294714478	DTE ENERGY	ELECTRIC SERVICES (XXXXXXX)-(XXXXX			** VOIDED **
			2023-12-28 DTE		ELECTRIC SERVICES (XXXXXXX)-(XXXXX			** VOIDED **
01/16/2024	PMTS	137(E)*#	12-15-2023	PAYCHEX PAYROL	MERS PAYABLE (ENTER AS NEGATIVE)	228.003	000	(127.26)
			12-15-2023		TRUSTEE SALARY	706.001	101	2,138.08
			12-15-2023		SUPERVISOR SALARY	706.001	171	3,379.09
			12-15-2023		SALARY & WAGES - SAMATHA EDWARDS	706.001	172	2,059.00
			12-15-2023		SALARY & WAGES - HEALTH REIMBURSEM	706.001	172	573.92
			12-15-2023		CLERK SALARY	706.001	215	3,379.09
			12-15-2023		CLERK DEPUTY WAGES	706.002	215	1,080.00
			12-15-2023		SUPERVISOR/CLERK - REC SECRETARY M	706.005	215	894.38
			12-15-2023		ELECTION MANAGEMENT	706.004	216	84.00
			12-15-2023		PER DIEM - BOR	707.000	247	150.00
			12-15-2023		TREASURER SALARY	706.001	253	3,379.09
			12-15-2023		OFFICE ASSISTANT	706.011	294	942.50
			12-15-2023		PER DIEM - WWRA / LOCAL ROADS	707.000	294	300.00
			12-15-2023		FICA/MED MATCH - TOTAL ER TAXES	725.000	294	1,574.51
			12-15-2023		PC - REC SECRETARY MILLER	706.005	400	212.00
			12-15-2023		ZBA - REC SECRETARY MILLER	706.005	400	119.25
			12-15-2023		ORDINANCE OFFICER	706.008	400	1,514.88
			12-15-2023		PER DIEM - PLANNING COMMISSION	707.000	400	475.00
			12-15-2023		PER DIEM - ZBA	707.000	412	400.00
CHECK PMTS 137(E) TOTAL FOR								22,527.53
01/16/2024	PMTS	138(E)	2023-12-1 PAYCHEX	PAYCHEX, INC.	CONTRACTED SERV./ PROCESSING	801.002	294	266.59
01/16/2024	PMTS	139(E)	2023-12-18 PAYCHEX	PAYCHEX, INC.	CONTRACTED SERV./ PROCESSING	801.002	294	443.29
01/16/2024	PMTS	140(E)	2023-12-29 PAYCHEX	PAYCHEX, INC.	CONTRACTED SERV./ PROCESSING	801.002	294	271.66
01/16/2024	PMTS	149(E)	2024-01-16 PAYCHEX	PAYCHEX, INC.	CONTRACTED SERV./ PROCESSING	801.002	294	815.69
01/16/2024	PMTS	25939	134224	A VC3 COMPANY	CONTRACTED SERVICES	801.002	228	48.00
01/16/2024	PMTS	25940	829391	BODMAN ATTORNEY & COUNSELORS	ATTORNEY	800.000	267	336.00
			829398		ATTORNEY	800.000	267	504.00
			829389		ATTORNEY	800.000	267	2,553.60

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Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND								
				CHECK PMTS 25940 TOTAL FOR F				3,393.60
01/16/2024	PMTS	25941	151131	BS&A SOFTWARE	PROF DEVELOPMENT	861.000	400	500.00
01/16/2024	PMTS	25942*#	2172121	CARLISLE WORTMAN	PLANNING CONSULTANT	801.005	400	3,050.00
01/16/2024	PMTS	25944#	2023-12 FLAGSTAR	FLAGSTAR BANK	INFO SYST SFTWR	981.002	228	76.29
			2023-12 FLAGSTAR		PROF DEVELOPMENT	861.000	247	100.00
			2023-12 FLAGSTAR		SUPPLIES	727.001	294	72.61
			2023-12 FLAGSTAR		SUPPLIES	727.001	294	21.21
			2023-12 FLAGSTAR		PROF DEVELOPMENT	861.000	400	134.50
			2023-12 FLAGSTAR		COMMUNITY ENGAGEMENT	956.010	774	951.53
			2023-12 FLAGSTAR		COMMUNITY ENGAGEMENT	956.010	774	70.00
			2023-12 FLAGSTAR		COMMUNITY ENGAGEMENT	956.010	774	10.78
			2023-12 FLAGSTAR		COMMUNITY ENGAGEMENT	956.010	774	11.10
			2023-12 FLAGSTAR		COMMUNITY ENGAGEMENT	956.010	774	1,500.00
				CHECK PMTS 25944 TOTAL FOR F				2,948.02
01/16/2024	PMTS	25945	31611	FULTANK LLC	JANITORIAL	956.002	265	625.00
01/16/2024	PMTS	25946	806808	JP COOKE CO	SUPPLIES			** VOIDED **
01/16/2024	PMTS	25947	2024-01 ASSESSOR	KCI	SUPPLIES	727.001	209	584.52
			2024-01 ASSESSOR		POSTAGE	727.002	209	958.08
			2024-01 ASSESSOR		PRINTING/PUBLISHING	900.000	209	300.00
				CHECK PMTS 25947 TOTAL FOR F				1,842.60
01/16/2024	PMTS	25948	33141	MEN ON THE MOVE	MISC	955.001	265	540.00
01/16/2024	PMTS	25949	IN-US1211716	NETFORTIS	TELEPHONE	728.000	294	568.25
01/16/2024	PMTS	25950	1024545938	PITNEY BOW	SUPPLIES	727.001	294	22.40
01/16/2024	PMTS	25951	2024-01 PB	PITNEY BOW	COMMUNITY ENGAGEMENT	956.010	774	4,546.86
01/16/2024	PMTS	25952	0007	PROVEN	WINDOW FRAME, REMOVE GLASS, DRYWAL	971.000	901	3,333.75
			0007		MATERIAL FOR WOOD BASE BOARDS AND	971.000	901	4,500.00
				CHECK PMTS 25952 TOTAL FOR F				7,833.75
01/16/2024	PMTS	25953	5068728856	RICOH	PRINTING/PUBLISHING	900.000	294	1,568.82
			5068672851		PRINTING/PUBLISHING	900.000	294	72.80

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CHECK DISBURSEMENT REPORT FOR DEXTER TOWNSHIP  
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Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND								
				CHECK PMTS 25953 TOTAL FOR F				1,641.62
01/16/2024	PMTS	25954	2661	SHUMAKER TECHNOLOGY GROUP	PRINTING/PUBLISHING	900.000	294	1,735.00
01/16/2024	PMTS	25955	77515	SPECTRUM PRINTERS INC	SUPPLIES	727.001	215	617.50
01/16/2024	PMTS	25956	1653046709	STAPLES BUSINESS ADVANTAGE	PRINTING/PUBLISHING	900.000	294	117.12
01/16/2024	PMTS	25957#	2510-M	THE SUN TIMES MEDIA GROUP LL	PRINTING/PUBLISHING	900.000	216	160.00
			2505-M		PRINTING/PUBLISHING	900.000	400	145.00
				CHECK PMTS 25957 TOTAL FOR F				305.00
01/16/2024	PMTS	25959*	12-19-23 WCRC	WASHTENAW COUNTY ROAD COMMIS	ROAD IMPROVEMENTS	975.000	901	145,115.00
01/22/2024	PMTS	134(E)	12-28-23 DTE	DTE ENERGY	ELECTRIC SERVICES (11/30)-(12/28)	920.000	265	572.49
01/24/2024	PMTS	141(E)	12-31-2023 PIT	PITNEY BOWES CREDIT CORPORAT	POSTAGE	727.002	216	3,000.00
01/24/2024	PMTS	25961	7344263833-01	AT&T	PHONE PLANS/SERV.	728.000	294	323.46
01/24/2024	PMTS	25962	20231206	BECKETT & RAEDER	CONTRACTED SERVICES	801.002	267	1,302.63
01/24/2024	PMTS	25963	2024-1-17 CR	CHRIS RENIUS	POSTAGE	727.002	209	50.70
01/24/2024	PMTS	25964	2024-01-17 CR ASSE	CHRIS RENIUS	CONTRACTED SERVICE WAGES	801.001	209	5,614.99
01/24/2024	PMTS	25966	806808	JP COOKE CO	SUPPLIES			** VOIDED **
01/24/2024	PMTS	25967	202400057	MESSENGER PRINTING SERVICES	POSTAGE	727.002	294	1,381.73
01/24/2024	PMTS	25968	69583	MIDWEST VISUAL WORKS	CONTRACTED SERVICES	801.002	228	3,514.00
01/24/2024	PMTS	25970	IN-US1213374	NETFORTIS	TELEPHONE	728.000	294	596.86
01/24/2024	PMTS	25971	1024669248	PITNEY BOW	SUPPLIES	727.001	294	273.87
			1024659041		SUPPLIES	727.001	294	210.57
				CHECK PMTS 25971 TOTAL FOR F				484.44
01/24/2024	PMTS	25972#	12-31-23 PIT 2	PITNEY BOWES CREDIT CORPORAT	POSTAGE	727.002	216	654.00
			12-31-23 PIT 2		COMMUNITY ENGAGEMENT	956.010	774	892.86
				CHECK PMTS 25972 TOTAL FOR F				1,546.86
01/24/2024	PMTS	25973#	2410	SALISBURY LAND SERVICE LLC	MAINTENANCE	956.000	265	2,530.00

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Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND								
			2410		MISC	955.001	270	1,305.00
				CHECK PMTS 25973 TOTAL FOR F				3,835.00
01/24/2024	PMTS	25974	I11740	STEELE HEATING & COOLING INC	MAINTENANCE	956.000	265	454.70
01/24/2024	PMTS	25975	INV2130VC3	VC3 INC	INFO SYSTEM HDW	981.001	228	37.36
			INV1780VC3		INFO SYSTEM HDW	981.001	228	155.00
				CHECK PMTS 25975 TOTAL FOR F				192.36
01/25/2024	PMTS	147(E)	12-2023 STREETLIGH	DTE ENERGY	ELECTRIC SERVICES (XXXXXXX)-(XXXXX	920.000	265	32.44
01/31/2024	PMTS	148(E)#	FEB 1, 2024	PAYCHEX PAYROL	MERS PAYABLE (ENTER AS NEGATIVE)	228.003	000	(162.70)
			FEB 1, 2024		OFFICE MANAGER - SAM	706.001	172	2,726.00
			FEB 1, 2024		DEPUTY TREASURER WAGES	706.002	253	1,552.37
			FEB 1, 2024		OFFICE ASSISTANT - MICHELLE F	706.011	294	1,612.50
			FEB 1, 2024		FICA/MED MATCH - TOTAL ER TAXES	725.000	294	616.64
			FEB 1, 2024		OFFICER WAGES - ASHLEY C	706.008	400	2,169.69
				CHECK PMTS 148(E) TOTAL FOR				8,514.50
				Total for fund 101 GENERAL FUND				274,675.56

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Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 206 FIRE FUND								
01/12/2024	PMTS	151(E)*#	2024-01-12 PR	PAYCHEX PAYROL	PER DIEM- DAFD	707.000	206	75.00
01/16/2024	PMTS	137(E)*#	12-15-2023	PAYCHEX PAYROL	PER DIEM- DAFD	707.000	206	75.00
01/24/2024	PMTS	25965	2024-01	DEXTER AREA FIRE DEPARTMENT	CONTRACTED SERVICES	801.002	206	97,114.91
Total for fund 206 FIRE FUND								97,264.91

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Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 207 POLICE FUND								
01/16/2024	PMTS	25960	2023-12 POLICE	WASHTENAW COUNTY TREASURER	CONTRACTED SERVICES	801.002	301	44,322.51
Total for fund 207 POLICE FUND								44,322.51

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Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 245 OPEN SPACE LAND INITIATIVE								
01/12/2024	PMTS	151(E)*#	2024-01-12 PR	PAYCHEX PAYROL	RECORDING SECRETARY	706.005	294	178.88
			2024-01-12 PR		PER DIEM	707.000	294	475.00
				CHECK PMTS 151(E) TOTAL FOR				653.88
01/16/2024	PMTS	25958	12-31-2023 TREEMOR	TREEMORE ECOLOGY AND LAND SE	CONTRACTED SERVICES	801.002	294	766.49
01/24/2024	PMTS	25969	1634993	MILLER CANFIELD PADDOCK STON	CONTRACTED SERVICES	801.002	294	280.00
				Total for fund 245 OPEN SPACE LAND INITIATIVE				1,700.37

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Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 285 GRANT - AMERICAN RESCUE PLAN ACT								
01/16/2024	PMTS	25943	2023-12-14 FIRE	DEXTER AREA FIRE DEPARTMENT	EQUIPMENT	986.000	901	61,685.31
01/16/2024	PMTS	25959*	12-19-23 WCRC	WASHTENAW COUNTY ROAD COMMIS	ROAD IMPROVEMENTS	975.000	901	256,966.76
Total for fund 285 GRANT - AMERICAN RESCUE PLA								318,652.07



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Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 701 GENERAL AGENCY FUND								
01/02/2024	PMTS	25935*#	70435	ORCHARD, HILTZ & MCLIMENT, I	DEPOSITS REFUNDABLE - PLANNING	251.004	000	1,420.50
			70432		DEPOSITS REFUNDABLE - PLANNING	251.004	000	19,311.00
				CHECK PMTS 25935 TOTAL FOR F				20,731.50
01/16/2024	PMTS	25942*#	2172120	CARLISLE WORTMAN	DEPOSITS REFUNDABLE - PLANNING	251.004	000	140.00
				Total for fund 701 GENERAL AGENCY FUND				20,871.50

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Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 703 TAX COLLECTION FUND								
01/06/2024	TAX	6362	01/06/2024	HANEY CHONG CHUK	UNDISTRIBUTED TAX COLLECTIONS	274.000	000	1,706.34
01/06/2024	TAX	6363	DIST 10 - 2023	CHELSEA DISTRICT LIBRARY	UNDISTRIBUTED TAX COLLECTIONS	274.000	000	48,776.63
01/06/2024	TAX	6364	DIST 10 - 2023	CHELSEA PUBLIC SCHOOLS	UNDISTRIBUTED TAX COLLECTIONS	274.000	000	162,922.44
01/06/2024	TAX	6365	DIST 10 - 2023	DEXTER COMMUNITY SCHOOLS	UNDISTRIBUTED TAX COLLECTIONS	274.000	000	341,498.87
01/06/2024	TAX	6366	DIST 10 - 2023	DEXTER DISTRICT LIBRARY	UNDISTRIBUTED TAX COLLECTIONS	274.000	000	9,306.46
01/06/2024	TAX	6367	DIST 10 - 2023	DEXTER LIBRARY	UNDISTRIBUTED TAX COLLECTIONS	274.000	000	29,531.15
01/06/2024	TAX	6368	DIST 10 - 2023	DEXTER TOWNSHIP FIRE FUND	UNDISTRIBUTED TAX COLLECTIONS	274.000	000	112,725.14
01/06/2024	TAX	6369	DIST 10 - 2023 LAN	DEXTER TOWNSHIP GENERAL FUND	UNDISTRIBUTED TAX COLLECTIONS	274.000	000	23,938.99
01/06/2024	TAX	6370	DIST 10 - 2023	DEXTER TOWNSHIP GENERAL FUND	UNDISTRIBUTED TAX COLLECTIONS	274.000	000	51,429.45
01/06/2024	TAX	6371	DIST 10 - 2023	DEXTER TOWNSHIP POLICE FUND	UNDISTRIBUTED TAX COLLECTIONS	274.000	000	66,567.51
01/06/2024	TAX	6372	DIST 10 - 2023	LIVINGSTON EDUC SERVICE AGEN	UNDISTRIBUTED TAX COLLECTIONS	274.000	000	10,766.11
01/06/2024	TAX	6373	DIST 10 - 2023	MULTI-LAKE SEWER AUTHORITY	UNDISTRIBUTED TAX COLLECTIONS	274.000	000	349.76
01/06/2024	TAX	6374	DIST 10 - 2023	PINCKNEY COMMUNITY SCHOOLS	UNDISTRIBUTED TAX COLLECTIONS	274.000	000	43,645.06
01/06/2024	TAX	6375	DIST 10 - 2023	PORTAGE-BASE SEWER AUTHORITY	UNDISTRIBUTED TAX COLLECTIONS	274.000	000	990.00
01/06/2024	TAX	6376	DIST 10 - 2023	WASHTENAW COMMUNITY COLLEGE	UNDISTRIBUTED TAX COLLECTIONS	274.000	000	160,630.39
01/06/2024	TAX	6377	DIST 10 - 2023	WASHTENAW COUNTY ROAD COMMIS	UNDISTRIBUTED TAX COLLECTIONS	274.000	000	2,686.50
01/06/2024	TAX	6378	DIST 10 - 2023	WASHTENAW COUNTY TREASURER	UNDISTRIBUTED TAX COLLECTIONS	274.000	000	193,865.59
01/06/2024	TAX	6379	DIST 10 - 2023	WASHTENAW INTER SCHOOL DISTR	UNDISTRIBUTED TAX COLLECTIONS	274.000	000	246,585.55
01/20/2024	TAX	6380	DIST 11 - REF	CORELOGIC	UNDISTRIBUTED TAX COLLECTIONS	274.000	000	4,419.87
01/20/2024	TAX	6381	01/20/2024	CORELOGIC CENTRALIZED REFUND	UNDISTRIBUTED TAX COLLECTIONS	274.000	000	294.13
			01/20/2024		UNDISTRIBUTED TAX COLLECTIONS	274.000	000	2,673.12
			01/20/2024		UNDISTRIBUTED TAX COLLECTIONS	274.000	000	4,643.83
			01/20/2024		UNDISTRIBUTED TAX COLLECTIONS	274.000	000	55.00
				CHECK TAX 6381 TOTAL FOR FUN				7,666.08
01/20/2024	TAX	6382	01/20/2024	CORELOGIC CENTRALIZED REFUND	UNDISTRIBUTED TAX COLLECTIONS	274.000	000	4,081.73
01/20/2024	TAX	6383	01/20/2024	CORELOGIC CENTRALIZED REFUND	UNDISTRIBUTED TAX COLLECTIONS	274.000	000	1,916.59
01/20/2024	TAX	6384	01/20/2024	LERETA, LLC	UNDISTRIBUTED TAX COLLECTIONS	274.000	000	2,454.42
01/20/2024	TAX	6385	01/20/2024	TAYLOR GORDON L	UNDISTRIBUTED TAX COLLECTIONS	274.000	000	2,360.91

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Fund: 703 TAX COLLECTION FUND								
01/20/2024	TAX	6386	DIST 11 - 2024	CHELSEA DISTRICT LIBRARY	UNDISTRIBUTED TAX COLLECTIONS	274.000	000	170,067.27
01/20/2024	TAX	6387	DIST 11 - 2024	CHELSEA PUBLIC SCHOOLS	UNDISTRIBUTED TAX COLLECTIONS	274.000	000	551,279.71
01/20/2024	TAX	6388	DIST 11 - 2024	DEXTER COMMUNITY SCHOOLS	UNDISTRIBUTED TAX COLLECTIONS	274.000	000	1,343,487.88
01/20/2024	TAX	6389	DIST 11 - 2024	DEXTER DISTRICT LIBRARY	UNDISTRIBUTED TAX COLLECTIONS	274.000	000	42,911.84
01/20/2024	TAX	6390	DIST 11 - 2024	DEXTER LIBRARY	UNDISTRIBUTED TAX COLLECTIONS	274.000	000	136,164.20
01/20/2024	TAX	6391	DIST 11 - 2024	DEXTER TOWNSHIP FIRE FUND	UNDISTRIBUTED TAX COLLECTIONS	274.000	000	465,485.10
01/20/2024	TAX	6392	DIST 11 - 2024 LAN	DEXTER TOWNSHIP GENERAL FUND	UNDISTRIBUTED TAX COLLECTIONS	274.000	000	98,854.85
01/20/2024	TAX	6393	DIST 11 - 2024	DEXTER TOWNSHIP GENERAL FUND	UNDISTRIBUTED TAX COLLECTIONS	274.000	000	208,302.32
01/20/2024	TAX	6394	DIST 11 - 2024	DEXTER TOWNSHIP POLICE FUND	UNDISTRIBUTED TAX COLLECTIONS	274.000	000	274,883.48
01/20/2024	TAX	6395	DIST 11 - 2024	LIVINGSTON EDUC SERVICE AGEN	UNDISTRIBUTED TAX COLLECTIONS	274.000	000	23,926.19
01/20/2024	TAX	6396	DIST 11 - 2024	MULTI-LAKE SEWER AUTHORITY	UNDISTRIBUTED TAX COLLECTIONS	274.000	000	19,913.43
01/20/2024	TAX	6397	DIST 11 - 2024	PINCKNEY COMMUNITY SCHOOLS	UNDISTRIBUTED TAX COLLECTIONS	274.000	000	75,225.95
01/20/2024	TAX	6398	DIST 11 - 2024	PORTAGE-BASE SEWER AUTHORITY	UNDISTRIBUTED TAX COLLECTIONS	274.000	000	10,907.02
01/20/2024	TAX	6399	DIST 11 - 2024	WASHTENAW COMMUNITY COLLEGE	UNDISTRIBUTED TAX COLLECTIONS	274.000	000	663,303.63
01/20/2024	TAX	6400	DIST 11 - 2024	WASHTENAW COUNTY ROAD COMMIS	UNDISTRIBUTED TAX COLLECTIONS	274.000	000	16,656.30
01/20/2024	TAX	6401	DIST 11 - 2024	WASHTENAW COUNTY TREASURER	UNDISTRIBUTED TAX COLLECTIONS	274.000	000	643,532.84
01/20/2024	TAX	6402	DIST 11 - 2024	WASHTENAW INTER SCHOOL DISTR	UNDISTRIBUTED TAX COLLECTIONS	274.000	000	1,053,757.23
TOTAL - ALL FUNDS					Total for fund 703 TAX COLLECTION FUND			7,329,500.78 8,086,987.70

'\*'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE FUND  
'#'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT

# Dexter Township Budget vs. Actual Revenues and Expenditures

PERIOD ENDING 1/31/2024; run date February 7 2023

		2023-24									
		AMENDED		ACTIVITY	AVAILABLE	% BDGT	YEAR END				
		BUDGET	YTD BALANCE	1/31/2024	BALANCE	USED	FORECAST	Notes			
GL NUMBER	DESCRIPTION	NORMAL (ABNORMAL)			NORMAL (ABNORMAL)	EXPECTED: 83%					
GENERAL FUND (Fund 101)											
Revenues											
Dept 000											
101-000-401.001	CURRENT PROPERTY TAXES	\$ 380,050	\$ 448	\$ -	379,602	0%	\$ 380,050	To be rec'd Q4			
101-000-402.001	PRIOR YR PROPERTY TAX ADJ/COLLEC	-	5,033	4,094	(5,033)	100%	5,033				
101-000-407.003	STATE OF MICHIGAN PILT	110,000	0	0	110,000	0%	-				
101-000-447.001	PROPERTY TAX ADMIN FEE	200,000	49,388	0	150,612	25%	200,000	To be rec'd Q4			
101-000-451.000	LICENSES & PERMITS	10,000	11,315	895	-1,315	113%	13,578				
101-000-451.001	PLANNING REVENUES	3,000	6,547	2,000	-3,547	218%	7,856				
101-000-451.002	ZBA REVENUES	3,000	1,850	0	1,150	62%	2,220				
101-000-451.003	LAND DIVISION REVENUES	2,500	1,330	0	1,170	53%	1,596				
101-000-539.000	STATE SHARED REVENUE	731,000	603,857	0	127,143	83%	731,000				
101-000-601.000	CHARGES FOR SERVICES	0	8,883	0	-8,883	100%	8,883				
101-000-655.000	FINES AND FORFEITS	5,000	2,736	73	2,264	55%	3,283				
101-000-665.000	INTEREST INCOME	0	413	37	-413	100%	496				
101-000-665.001	MICLASS INTEREST REVENUE	15,000	47,337	5,030	-32,337	316%	56,804	Good job, Maris			
101-000-667.002	FIRE SUB STATION	4,000	3,862	773	138	97%	4,634				
101-000-672.000	REFUNDS & REIMBURSE	1,800	34,694	0	-32,894	1927%	34,694	Insurance reimb lawsuits			
101-000-673.000	MISC	0	571	0	-571	100%	685				
101-000-674.000	CABLE TV FRANCHISE	56,000	40,328	64	15,672	72%	48,394				
101-000-675.000	RECYCLE/CLEANUP DAY REVENUE	1,000	3,957	2,715	-2,957	396%	1,242				
101-000-675.002	DONATION FROM PRIVATE PARTY	0	500	0	-500	100%	500				
101-000-676.000	TELECOM ACT	10,000	14,535	0	-4,535	145%	14,535				
TOTAL REVENUES		\$ 1,532,350	\$ 837,584	\$ 15,681	\$ 694,767	55%	1,515,484				

		2023-24 AMENDED BUDGET	YTD BALANCE	ACTIVITY 1/31/2024	AVAILABLE BALANCE	% BDGT USED	YEAR END FORECAST	Notes
<i>Expenditures</i>								
Dept 101 - TRUSTEE								
101-101-706.001	SALARY & WAGES	\$ 25,657	\$ 19,777	\$ 2,138	\$ 5,880	77%	23,732	Trustee absence
101-101-860.000	TRAVEL & TRANSPORTATION	3,000	0	0	3,000	0%	1,400	\$350 per vehicle travel to TC MTA April 23-24 2024; \$400 reg; lodging per diem \$125; food per diem \$59; 2 nights 3 days: \$850 per person
101-101-861.000	PROF DEVELOPMENT	4,000	0	0	4,000		3,400	
101-101-955.001	MISC	<u>100</u>	<u>0</u>	<u>0</u>	<u>100</u>	<u>0%</u>	-	
Total Dept 101 - TRUSTEE		\$ 32,757	\$ 19,777	\$ 2,138	\$ 12,980	60%	28,532	
Dept 171 - SUPERVISOR								
101-171-706.001	SALARY & WAGES	\$ 41,000	\$ 34,636	\$ 3,379	\$ 6,364	84%	41,000	
101-171-727.001	SUPPLIES	500	128	0	372	0%	154	
101-171-860.000	TRAVEL & TRANSPORTATION	500	29	0	471	0%	500	
101-171-861.000	PROF DEVELOPMENT	1,000	150	0	850	15%	1,000	
101-171-955.001	MISC	<u>500</u>	<u>64</u>	<u>0</u>	<u>436</u>	<u>13%</u>	<u>100</u>	
Total Dept 171 - SUPERVISOR		\$ 43,500	\$ 35,007	\$ 3,379	\$ 8,493	80%	42,754	
Dept 172 - TOWNSHIP OFFICE MANAGER								
101-172-706.001	SALARY & WAGES	\$ 62,000	\$ 49,517	\$ 2,633	\$ 12,483	80%	59,420	
101-172-715.000	HEALTH INSURANCE	2,400	2,974	574	(574)	124%	4,324	Approved by BOT
101-172-725.002	RETIREMENT PLAN	5,000	1,487	0	3,513	30%	1,784	
101-172-727.001	SUPPLIES	1,000	827	827	173	83%	992	
101-172-860.000	TRAVEL & TRANSPORTATION	750	2	2	748	0%	750	
101-172-861.000	PROF DEVELOPMENT	<u>1,000</u>	<u>201</u>	<u>0</u>	<u>799</u>	<u>20%</u>	<u>1,000</u>	
Total Dept 172 - TOWNSHIP SUPERINTENDENT/MANAGER		\$ 72,150	\$ 55,008	\$ 4,036	\$ 17,142	76%	68,271	
Dept 209 - ASSESSOR								
101-209-727.001	SUPPLIES	\$ 1,000	\$ 1,000	\$ 585	\$ -	100%	1,000	
101-209-727.002	POSTAGE	3,000	1,009	1,009	1,991	34%	3,000	
101-209-801.001	CONTRACTED SERVICE WAGES	68,000	61,618	5,615	6,382	91%	68,000	
101-209-900.000	PRINTING/PUBLISHING	<u>300</u>	<u>300</u>	<u>300</u>	<u>0</u>	<u>100%</u>	<u>300</u>	
Total Dept 209 - ASSESSOR		\$ 72,300	\$ 63,927	\$ 7,509	\$ 8,373	88%	72,300	

		2023-24 AMENDED BUDGET	YTD BALANCE	ACTIVITY 1/31/2024	AVAILABLE BALANCE	% BDGT USED	YEAR END FORECAST	Notes
<b>Dept 215 - CLERK</b>								
101-215-706.001	SALARY & WAGES	\$ 40,000	\$ 33,791	\$ 3,379	\$ 6,209	84%	40,000	
101-215-706.002	DEPUTY WAGES	31,200	17,477	1,530	13,723	56%	31,200	
101-215-706.005	RECORDING SECRETARY	12,000	5,744	245	6,256	48%	6,893	
101-215-727.001	SUPPLIES	500	974	0	-474	195%	1,169	
101-215-727.002	POSTAGE	500	0	0	500	0%	-	
101-215-860.000	TRAVEL & TRANSPORTATION	2,250	0	0	2,250	0%	750	
101-215-861.000	PROF DEVELOPMENT	3,000	25	0	2,975	1%	3,000	
101-215-900.000	PRINTING/PUBLISHING	500	0	0	500	0%	-	
101-215-955.001	MISC	<u>500</u>	<u>0</u>	<u>0</u>	<u>500</u>	<u>0%</u>	<u>-</u>	
Total Dept 215 - CLERK		\$ 90,450	\$ 58,011	\$ 5,154	\$ 32,439	64%	83,012	
<b>Dept 216 - ELECTION</b>								
101-216-706.002	ELECTION WORKER WAGES	7,000	\$ -	\$ -			7,000	
101-216-706.004	ELECTION MANAGEMENT	5,000	105	21	851		5,000	
101-216-727.001	SUPPLIES	\$ 3,445	214	-	3,231	6%	3,445	
101-216-727.002	POSTAGE	4,000	3,654	0	500	91%	4,000	December budget amendment
101-216-860.000	TRAVEL & TRANSPORTATION	500	0	0	1,000	0%	1,500	to support March primary
101-216-861.000	PROF DEVELOPMENT	500	25	0	2,000	5%	1,500	Line item budget TBD
101-216-865.000	9 DAY EARLY VOTING	5,000	0	0		0%		
101-216-900.000	PRINTING/PUBLISHING	<u>1,000</u>	<u>260</u>	<u>260</u>	<u>2,000</u>	26%	3,000	
Total Dept 216 - ELECTION		\$ 26,445	\$ 4,258	\$ 281	\$ 9,582	16%	25,445	
<b>Dept 228 - INFORMATION TECHNOLOGY</b>								
101-228-801.002	CONTRACTED SERVICES	\$ 14,000	\$ 13,495	\$ 1,440	\$ 505	96%	16,194	
101-228-981.001	INFO SYSTEM HDW	1,500	1,336	37	164	89%	1,603	
101-228-981.002	INFO SYST SFTWR	<u>2,000</u>	<u>1,992</u>	<u>76</u>	<u>76</u>	<u>100%</u>	<u>2,390</u>	
Total Dept 228 - INFORMATION TECHNOLOGY		\$ 17,500	\$ 16,823	\$ 1,553	\$ 745	96%	20,188	
<b>Dept 247 - BOARD OF REVIEW</b>								
101-247-707.000	PER DIEM	\$ 1,800	\$ 300	\$ -	\$ 1,500	17%	360	
101-247-727.001	SUPPLIES	200	80	0	120	40%	97	
101-247-861.000	PROF DEVELOPMENT	1,000	100	100	900	10%	120	
101-247-900.000	PRINTING/PUBLISHING	<u>500</u>	<u>0</u>	<u>0</u>	<u>500</u>	<u>0%</u>	<u>-</u>	
Total Dept 247 - BOARD OF REVIEW		\$ 3,500	\$ 480	\$ 100	\$ 3,020	14%	577	

		2023-24 AMENDED BUDGET	YTD BALANCE	ACTIVITY 1/31/2024	AVAILABLE BALANCE	% BDGT USED	YEAR END FORECAST	Notes
Dept 253 - TREASURER								
101-253-706.001	SALARY & WAGES	\$ 40,000	\$ 33,791	\$ 3,379	\$ 6,209	84%	45,055	
101-253-706.002	DEPUTY WAGES	38,400	13,607	0	24,793	35%	16,328	Dept Treasurer reduced hrs
101-253-727.001	SUPPLIES	2,500	551	0	1,949	22%	661	
101-253-727.002	POSTAGE	4,300	3,880	0	420	90%	4,656	Postage incurred 2x/year
101-253-801.002	CONTRACTED SERVICES	3,000	821	0	2,179	27%	985	
101-253-860.000	TRAVEL & TRANSPORTATION	1,500	0	0	1,500	0%	-	
101-253-861.000	PROF DEVELOPMENT	2,000	0	0	2,000	0%	-	
101-253-863.000	DUES	200	0	0	200	0%	-	
101-253-955.003	BANK CHARGE-FOR TAXES	3,000	2,851	234	149	95%	3,421	
101-253-981.002	INFO SYST SFTWR	<u>1,200</u>	<u>0</u>	<u>0</u>	<u>1,200</u>	<u>0%</u>	<u>-</u>	
Total Dept 253 - TREASURER		\$ 96,100	\$ 55,501	\$ 3,613	\$ 40,599	58%	71,107	
Dept 265 - BUILDING & GROUNDS								
101-265-727.001	SUPPLIES	\$ 800	\$ 120	\$ -	\$ 680	15%	144	
101-265-805.000	INSURANCE-TWP HALL	2,500	2,500	0	0	100%	3,000	
101-265-920.000	UTILITIES	9,000	6,863	569	2,137	76%	8,236	Generator service
101-265-955.001	MISC	2,000	979	540	1,021	49%	1,175	
101-265-956.000	MAINTENANCE	40,000	17,478	3,237	22,522	44%	35,000	
101-265-956.002	JANITORIAL	<u>9,000</u>	<u>6,425</u>	<u>1,425</u>	<u>2,575</u>	<u>71%</u>	<u>7,710</u>	
Total Dept 265 - BUILDING & GROUNDS		\$ 63,300	\$ 34,365	\$ 5,771	\$ 28,935	54%	55,264	
Dept 267 - LEGAL AND PROFESSIONAL								
101-267-800.000	ATTORNEY	\$ 60,000	\$ 52,397	\$ 1,966	\$ 7,603	87%	60,000	
101-267-800.001	AUDITOR	16,000	12,800	12,800	3,200	80%	15,360	
101-267-801.002	CONTRACTED SERVICES	<u>60,000</u>	<u>45,745</u>	<u>0</u>	<u>14,255</u>	76%	<u>60,000</u>	B&R MP
Total Dept 267 - LEGAL AND PROFESSIONAL		\$ 136,000	\$ 110,942	\$ 14,766	\$ 25,058	82%	135,360	
Dept 270 - FIRE SUB-STATION PROPERTY								
101-270-805.000	INSURANCE	\$ 4,000	\$ 4,000	\$ -	\$ -	100%	4,000	
101-270-955.001	MISC	<u>27,000</u>	<u>3,216</u>	<u>1,305</u>	<u>23,784</u>	12%	<u>3,859</u>	Future sign expense
Total Dept 270 - FIRE SUB-STATION PROPERTY		\$ 31,000	\$ 7,216	\$ 1,305	\$ 23,784	23%	7,859	

		2023-24 AMENDED BUDGET	YTD BALANCE	ACTIVITY 1/31/2024	AVAILABLE BALANCE	% BDGT USED	YEAR END FORECAST	Notes
<b>Dept 276 - CEMETERY</b>								
101-276-955.001	MISC	\$ 500	\$ -	\$ -	\$ 500	0%	500	
101-276-956.000	MAINTENANCE	<u>11,000</u>	<u>8,114</u>	<u>0</u>	<u>2,886</u>	<u>74%</u>	<u>8,114</u>	Tree work major storm
<b>Total Dept 276 - CEMETERY</b>		<b>\$ 11,500</b>	<b>\$ 8,114</b>	<b>\$ -</b>	<b>\$ 3,386</b>	<b>71%</b>	<b>8,614</b>	
<b>Dept 294 - GENERAL GOVERNMENT</b>								
101-294-703.003	INTERN SALARY	8,000	0	0	\$ 8,000	0%	4,000	
101-294-706.011	ASSISTANT WAGES	20,000	6,102	763	13,898	0	7,628	
101-294-707.000	PER DIEM	4,000	2,650	75	1,350	66%	3,180	Mtg attendance for trustees
101-294-725.000	FICA/MED MATCH	34,582	21,479	1,549	13,103	62%	25,775	
101-294-725.002	RETIREMENT PLAN	24,000	11,965	0	12,035	50%	14,358	
101-294-727.001	SUPPLIES	8,000	6,266	821	1,734	78%	7,519	
101-294-727.002	POSTAGE	3,000	2,996	1,592	4	100%	3,595	
101-294-728.000	TELEPHONE	12,000	9,780	1,070	2,220	82%	11,736	
101-294-801.002	CONTRACTED SERVICES	20,000	19,159	2,916	841	96%	22,991	IT services being billed here
101-294-805.000	INSURANCE	18,000	17,383	-617	617	97%	20,860	
101-294-863.000	DUES	11,000	10,077	0	923	92%	12,092	MTA dues pd in June
101-294-900.000	PRINTING/PUBLISHING	15,000	9,820	268	5,180	65%	11,784	
101-294-955.001	MISC	5,000	1,988	-1,796	3,012	40%	2,386	Agency Fund clean-up
101-294-955.003	BANK CHARGE	<u>0</u>	<u>4</u>	<u>0</u>	<u>-4</u>	<u>100%</u>	<u>4</u>	
<b>Total Dept 294 - GENERAL GOVERNMENT</b>		<b>\$ 182,582</b>	<b>\$ 119,669</b>	<b>\$ 6,641</b>	<b>\$ 54,913</b>	<b>66%</b>	<b>147,907</b>	
<b>Dept 400 - PLANNING &amp; ZONING ADMINISTRATION</b>								
101-400-706.003	SALARY & WAGES - FT	\$ 12,815	\$ 27,335	\$ -	\$ (14,520)	213%	27,335	
101-400-706.005	RECORDING SECRETARY	3,000	3,472	557	-472	116%	4,166	
101-400-706.008	OFFICER WAGES	34,000	23,137	1,418	10,863	68%	27,764	
101-400-707.000	PER DIEM	10,000	2,925	0	7,075	29%	3,510	
101-400-715.000	HEALTH INSURANCE	2,067	2,326	0	-259	113%	2,791	
101-400-725.002	RETIREMENT PLAN	996	1,785	0	-789	179%	2,142	
101-400-727.001	SUPPLIES	500	135	0	365	27%	162	
101-400-727.002	POSTAGE	300	0	0	300	0%	-	
101-400-800.000	ATTORNEY	20,000	15,901	224	4,099	80%	19,081	
101-400-801.005	PLANNING CONSULTANT	115,142	55,431	0	59,711	48%	66,517	
101-400-860.000	TRAVEL & TRANSPORTATION	1,500	526	0	974	35%	631	
101-400-861.000	PROF DEVELOPMENT	2,000	1,134	634	866	57%	1,361	
101-400-900.000	PRINTING/PUBLISHING	3,750	1,780	145	1,970	47%	2,136	
101-400-955.001	MISC	2,000	575	0	1,425	29%	690	
101-400-981.002	INFO SYST SFTWR	<u>1,500</u>	<u>1,130</u>	<u>0</u>	<u>370</u>	<u>75%</u>	<u>1,356</u>	
<b>Total Dept 400 - PLANNING &amp; ZONING ADMINISTRATION</b>		<b>\$ 209,570</b>	<b>\$ 137,592</b>	<b>\$ 2,978</b>	<b>\$ 71,978</b>	<b>66%</b>	<b>159,643</b>	



		2023-24 AMENDED BUDGET	YTD BALANCE	ACTIVITY 1/31/2024	AVAILABLE BALANCE	% BDGT USED	YEAR END FORECAST	Notes
Dept 412 - ZONING BOARD OF APPEALS								
101-412-707.000	PER DIEM	\$ 3,000	\$ 2,250	\$ -	\$ 750	75%	3,000	
101-412-727.001	SUPPLIES	500	0	0	500	0%	-	
101-412-727.002	POSTAGE	200	-	-	200	0%	-	
Total Dept 412 - ZONING BOARD OF APPEALS		\$ 3,700	\$ 2,250	\$ -	\$ 1,450	61%	3,000	
Dept 426 - EMERGENCY PREPAREDNESS								
101-426-727.003	EQUIP MAINT CONTR	\$ 25,000	\$ 23,200	\$ -	\$ 1,800	93%	25,000	1x pmt early in the year
101-426-805.000	INSURANCE	1,600	1,600	0	-36	100%	1,600	
101-426-955.001	MISC	200	0	-	200	0%	-	
Total Dept 426 - EMERGENCY PREPAREDNESS		\$ 26,800	\$ 24,800	\$ -	\$ 1,964	93%	26,600	
Dept 445 - DRAINS - PUBLIC BENEFIT								
101-445-955.005	AT LARGE DRAINS	\$ 8,000	\$ 4,523	\$ -	\$ 3,477	57%	8,000	
Total Dept 445 - DRAINS - PUBLIC BENEFIT		\$ 8,000	\$ 4,523	\$ -	\$ 8,000	57%	8,000	
Dept 526 - LANDFILL								
101-526-806.003	CHEL LANDFILL CONT	\$ 13,000	\$ 4,068	\$ -	\$ 8,932	31%	13,000	
Total Dept 526 - LANDFILL		\$ 13,000	\$ 4,068	\$ -	\$ 8,932	31%	13,000	
Dept 774 - COMMUNITY SERVICE SUPPORT								
101-774-801.006	DEXTER SENIOR CITIZENS, INC	\$ 4,000	\$ 4,000	\$ -	\$ -	100%	4,000	
101-774-801.007	CHELSEA SENIOR CITIZENS	4,000	4,000	0	0	100%	4,000	
101-774-801.010	CS DEXTER HISTORICAL	500	500	0	0	100%	500	
101-774-801.011	WASHTENAW AREA VALUE TRANSIT	14,800	14,750	0	50	100%	14,750	
101-774-956.010	COMMUNITY ENGAGEMENT	120,000	59,753	20,830	60,247	50%	74,753	Assumes 1,200 park passes
Total Dept 774 - COMMUNITY SERVICE SUPPORT		\$ 143,300	\$ 83,003	\$ 20,830	\$ 60,297	58%	98,003	
Dept 901 - CAPITAL IMPROVEMENTS/INFRASTRUCTURE								
101-901-971.000	BUILDING IMPROVEMENTS	\$ 155,500	\$ 133,533	\$ 7,834	\$ 21,967	86%	155,500	In process
101-901-973.000	SEWER EXPENSES	\$ 127,000	\$ 103,190	-	23,810	81%	103,190	
101-901-975.000	ROAD IMPROVEMENTS	145,115	145,115	0	145,115	100%	145,115	WCRC future billing
Total Dept 901 - CAPITAL IMPROVEMENTS/INFRASTRUCTURE		\$ 427,615	\$ 381,838	\$ 7,834	\$ 190,892	89%	403,805	
TOTAL GENERAL FUND EXPENDITURES		\$ 1,711,069	\$ 1,227,172	\$ 87,888	\$ 612,962	72%	\$ 1,479,241	
GENERAL FUND (Fund 101) GRAND TOTALS								
TOTAL REVENUES		\$ 1,532,350	\$ 837,584	\$ 15,681	\$ 694,767	55%	\$ 1,515,484	
TOTAL EXPENDITURES		1,711,069	1,227,172	87,888	483,897	72%	1,479,241	
NET OF REVENUES & EXPENDITURES		\$ (178,719)	\$ (389,589)	\$ (72,207)	\$ 210,870		\$ 36,243	
BEG. FUND BALANCE		\$ 4,290,024	\$ 4,290,024				\$ 4,290,024	
BASE OPERATING COSTS		\$ 1,283,454	\$ 845,334			66%	\$ 3,886,219	
FY24 CAPITAL EXPENSES		\$ 427,615					\$ 403,805	
END FUND BALANCE		\$ 4,111,305	\$ 3,900,429				\$ 4,326,267	

		2023-24 AMENDED BUDGET	YTD BALANCE	ACTIVITY 1/31/2024	AVAILABLE BALANCE	% BDGT USED	YEAR END FORECAST	Notes
<b>FIRE FUND (Fund 206)</b>								
Revenues								
Dept 000								
206-000-401.001	CURRENT PROPERTY TAXES	\$ 1,160,895	\$ -	\$ -	\$ 1,160,895	0%		
206-000-665.001	MICLASS INTEREST REVENUE	15,000	23,457	2,493	-8,457	156%		
206-000-699.000	TRANSFER IN	<u>191,935</u>	<u>0</u>	<u>0</u>	<u>191,935</u>	0%		
TOTAL REVENUES		\$ 1,367,830	\$ 23,457	\$ 2,493	\$ 1,344,373			
Expenditures								
Dept 206 - FIRE								
206-206-707.000	PER DIEM	\$ 1,800	\$ 600	\$ 75	\$ 1,200	33%		
206-206-801.002	CONTRACTED SERVICES	1,365,380	1,069,265	195,231	296,115	78%		
206-206-955.001	MISC	<u>500</u>	<u>403</u>	<u>0</u>	<u>97</u>	81%		
TOTAL EXPENDITURES		\$ 1,367,680	\$ 1,070,268	\$ 195,306	\$ 297,412	78%		
FIRE FUND (Fund 206) GRAND TOTALS:								
TOTAL REVENUES		1,367,830	23,457	2,493	\$ 1,344,373	2%		
TOTAL EXPENDITURES		<u>1,367,680</u>	<u>1,070,268</u>	<u>195,306</u>	<u>297,412</u>	78%		
NET OF REVENUES & EXPENDITURES		150	-1,046,811	-192,813	1,046,961			
BEG. FUND BALANCE		\$ 1,527,268	\$ 1,527,268				\$ 1,527,268	
END FUND BALANCE		\$ 1,527,418	\$ 480,456				\$ -	
<b>POLICE FUND (Fund 207)</b>								
Revenues								
Dept 000								
207-000-401.001	CURRENT PROPERTY TAXES	\$ 685,552	\$ -	\$ -	\$ 685,552	0%		
207-000-665.001	MICLASS INTEREST REVENUE	\$ -	\$ 23,457	\$ 2,493	\$ (23,457)	100%		
TOTAL REVENUES		\$ 685,552	\$ 23,457	\$ 2,493	\$ 685,552			
Expenditures								
Dept 301 - POLICE								
207-301-801.002	CONTRACTED SERVICES	\$ 685,000	\$ 444,027	\$ 641	\$ 240,973	65%		
207-301-955.001	MISC	\$ -	\$ 4		\$ (4)	100%		
TOTAL EXPENDITURES		\$ 685,000	\$ 444,031	\$ 641	\$ 240,969	65%		
POLICE FUND (Fund 207) GRAND TOTALS:								
TOTAL REVENUES		685,552	23,457	0	\$ 662,095	3%		
TOTAL EXPENDITURES		<u>685,000</u>	<u>444,031</u>	<u>42,618</u>	<u>240,969</u>	65%		
NET OF REVENUES & EXPENDITURES		\$ 552	\$ (420,574)	\$ (42,618)	\$ 421,126			
BEG. FUND BALANCE		\$ 1,398,162	\$ 1,398,162					
END FUND BALANCE		\$ 1,398,715	\$ 977,589					

		2023-24 AMENDED BUDGET	YTD BALANCE	ACTIVITY 1/31/2024	AVAILABLE BALANCE	% BDGT USED	YEAR END FORECAST	Notes
<b>OPEN SPACE LAND INITIATIVE (Fund 245)</b>								
<u>Revenues</u>								
245-000-401.001	PY PROPERTY TAX ADJ/COLLECTIONS	\$ 224,922	\$ 141,510	\$ 122,794	\$ 83,412	63%	224,922	
245-000-540.000	STATE GRANTS	-	245,000	-	(245,000)		245,000	
245-000-665.001	MICLASS INTEREST REVENUE	-	6,278	667	(2,376)	100%	8,371	
245-000-699.101	TRANSFER IN	283,232	-		283,232	0%		No corresponding GF line
<b>TOTAL REVENUES</b>		<b>\$ 508,154</b>	<b>\$ 392,788</b>	<b>\$ 123,461</b>	<b>\$ 119,268</b>	<b>77%</b>	<b>478,293</b>	
<u>Expenditures</u>								
<u>Dept 294 - GENERAL GOVERNMENT</u>								
245-294-706.005	RECORDING SECRETARY	\$ 1,400	\$ 1,670	\$ 179	\$ (270)	119%	2,227	
245-294-707.000	PER DIEM	6,600	2,975	475	3,625	45%	3,967	
245-294-727.002	POSTAGE	2,000	0	0	2,000	0%	-	
245-294-801.002	CONTRACTED SERVICES	61,500	21,975	0	39,525	36%	29,300	
245-294-955.001	MISC	0	1	0	-1	100%	1	
Total Dept 294 - GENERAL GOVERNMENT		71,500	26,621	654	44,879	37%	35,495	
<u>Dept 201 - CAPITAL IMPROVEMENTS/INFRASTRUCTURE</u>								
245-201-976.000	OPEN SPACE PURCHASES	\$ 300,000	\$ 278,594	0	21,406	93%	300,000	
Total Dept 901 - CAPITAL IMPROVEMENTS/INFRASTRUCTURE		\$ 300,000	\$ 278,594	\$ -	\$ 21,406	93%	335,495	
<b>OPEN SPACE LAND INITIATIVE (Fund 245) GRAND TOTALS:</b>								
<b>TOTAL REVENUES</b>		<b>\$ 508,154</b>	<b>\$ 392,788</b>	<b>\$ 123,461</b>	<b>\$ 239,495</b>	<b>77%</b>	<b>478,293</b>	
<b>TOTAL EXPENDITURES</b>		<b>371,500</b>	<b>305,215</b>	<b>654</b>	<b>66,285</b>	<b>82%</b>	<b>335,495</b>	
<b>NET OF REVENUES &amp; EXPENDITURES</b>		<b>\$ 136,654</b>	<b>\$ 87,573</b>	<b>\$ 17,161</b>	<b>\$ 171,509</b>	<b>64%</b>		
<b>BEG. FUND BALANCE</b>		<b>\$ 243,136</b>	<b>\$ 243,136</b>					
<b>END FUND BALANCE</b>		<b>\$ 379,790</b>	<b>\$ 208,281</b>					
<b>GRANT - AMERICAN RESCUE PLAN ACT (Fund 285)</b>								
<u>Revenues</u>								
285-000-528.000	OTHER FEDERAL GRANTS	0	326,844	0	-326,844	100%	326,844	
<u>Dept 901 Capital Improvements/Infrastructure</u>								
285-901-975.000	DEXTER SENIOR CITIZENS, INC	5,000	5,000	0	0	100%		
285-901-801.006	ROAD IMPROVEMENTS	579,885	578,811	0	1,074	100%		
285-901-986.000	EQUIPMENT	60,903	61,685	0	-782	101%		
<b>TOTAL EXPENDITURES</b>		<b>\$ 645,788</b>	<b>\$ 645,496</b>	<b>\$ -</b>	<b>\$ 292</b>	<b>100%</b>		
Fund 285 - GRANT - AMERICAN RESCUE PLAN ACT:								
<b>TOTAL REVENUES</b>		<b>\$ -</b>	<b>\$ 326,844</b>	<b>\$ -</b>	<b>\$ (326,844)</b>	<b>100%</b>		
<b>TOTAL EXPENDITURES</b>		<b>645,788</b>	<b>645,496</b>	<b>0</b>	<b>292</b>	<b>100%</b>		
<b>NET OF REVENUES &amp; EXPENDITURES</b>		<b>\$ (645,788)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (326,552)</b>	<b>0%</b>		
<b>BEG. FUND BALANCE</b>		<b>\$ -</b>	<b>\$ -</b>					
<b>END FUND BALANCE</b>		<b>\$ -</b>	<b>\$ -</b>					
<b>ALL FUNDS SUMMARY</b>								

	2023-24						
	AMENDED		ACTIVITY	AVAILABLE	% BDGT	YEAR END	
	BUDGET	YTD BALANCE	1/31/2024	BALANCE	USED	FORECAST	Notes
TOTAL REVENUES - ALL FUNDS	\$ 4,093,886	\$ 1,604,128	\$ 151,434	\$ 2,489,758	39%		
TOTAL EXPENDITURES - ALL FUNDS	<u>4,781,037</u>	<u>3,692,188</u>	<u>333,454</u>	<u>1,088,849</u>	77%		
NET OF REVENUES & EXPENDITURES	\$ (687,151)	\$ (2,088,060)	\$ (182,020)	\$ 1,400,909	304%		

# DEXTER TOWNSHIP REVENUE, EXPENSES & FUND BALANCES FY18-FY22

	2018	2019	2020	2021	2022	2023
Beginning Balance	\$ 3,113,539	\$ 3,284,187	\$ 3,190,576	\$ 3,441,766	\$ 3,861,328	\$ 4,188,067
<b>Revenues</b>						
General Property Taxes	287,757	307,151	324,724	336,719	348,321	-
Property Tax Admin Fee	143,579	155,576	166,791	175,511	179,150	-
Intergov'tal - State	509,522	522,852	544,090	545,787	633,979	224,013
Licenses & Permits	26,208	30,970	18,525	17,148	14,423	3,860
Charges for Services	11,480	28,185	29,203	28,398	22,734	1,159
Fines & Forfeitures	9,742	16,012	6,346	3,477	5,117	1,056
Franchise Fees					54,115	211,548
Interest	7,763	35,375	47,138	15,740	1,471	140
Misc.	92,655	187,756	92,484	83,767	5,200	17,735
<i>Total Revenues</i>	<i>\$ 1,088,706</i>	<i>\$ 1,283,877</i>	<i>\$ 1,229,301</i>	<i>\$ 1,206,547</i>	<i>\$ 1,264,510</i>	<i>\$ 459,511</i>
<b>Expenditures</b>						
General Government:						
Township Board	20,395	24,775	24,641	25,501	24,394	5,880
Supervisor	32,145	36,121	36,433	37,346	37,699	11,780
Clerk	56,709	63,728	65,485	62,385	73,282	21,124
Elections	19,895	20,397	24,524	38,794	14,628	-
Treasurer	52,853	68,513	68,795	76,098	74,244	20,512
Assessing	65,368	65,076	66,707	71,173	63,359	17,114
Board of Review	2,271	2,775	2,971	3,473	739	
Cemetery	3,450	1,800	1,873	1,182	1,900	-
Building & Grounds	36,250	33,018	98,026	48,608	50,072	3,015
Information Technology	19,755	20,082	14,776	18,169	25,535	500
Other	182,850	240,285	364,074	189,495	265,268	75,776
Total General Gov't	\$ 491,941	\$ 576,570	\$ 768,305	\$ 572,224	\$ 631,120	\$ 155,701
Public Works:						
Road Improvements	22,346	326,573	29,343	59,570	66,246	-
Drains-at-Large	2,233	2,851	2,997	2,159	4,722	-
Landfill	6,062	2,997	3,969	5,703	12,604	-
Total Public Works	\$ 30,641	\$ 332,421	\$ 36,309	\$ 67,432	\$ 83,572	\$ -
Planning and Zoning:						
Planning Commission	50,069	37,081	56,332	39,055	57,663	35,369
Zoning Board of Appeals	28,360	52,304	19,199	20,683	11,441	725
Ordinance Administration	70,018	65,697	79,916	68,541	98,289	80
Total Planning & Zoning	\$ 148,447	\$ 155,082	\$ 155,447	\$ 128,279	\$ 167,393	\$ 36,174
Community Service Support	\$ 10,500	\$ 14,550	\$ 18,050	\$ 18,050	\$ 25,686	8,500
Subtotal Operating Expenses	\$ 681,529	\$ 1,078,623	\$ 978,111	\$ 785,985	\$ 907,771	\$ 200,375
Capital Outlay	236,530	298,865			-	
<i>Total Expenditures</i>	<i>\$ 918,059</i>	<i>\$ 1,377,488</i>	<i>\$ 978,111</i>	<i>\$ 785,985</i>	<i>\$ 907,771</i>	<i>\$ 200,375</i>
Transfers Out					(30,000)	
<b>Change in Fund Balance</b>						
Change in Fund Balance	\$ 170,647	\$ (93,611)	\$ 251,190	\$ 420,562	\$ 326,739	
Ending Balance	\$ 3,284,186	\$ 3,190,576	\$ 3,441,766	\$ 3,861,628	\$ 4,188,067	

Note 1: FY19 capital expense: house purchase (tentative)



# DEXTER TOWNSHIP

## AGENDA ITEM REQUEST

### MEETING OF: **Township Board of Trustees**

**Title:** **Creation of Waterways Committee**

**Date**    **February 20, 2024**

**Purpose (Choose ONE):**

This is an action item requiring a: Motion

Resolution \_\_\_\_\_;

Motion ☒ \_\_\_\_\_;

Ordinance \_\_\_\_\_

**Narrative (to be completed by requestor):**

In our Strategic vision one of our four pillars was environmental stewardship. The waterways in our community play an important role with many residents living on our rivers, wetlands and lakes. Addressing the safety and preservation of our groundwater sources, protecting the economics of tourism, educating residents and protecting the environmental concerns surrounding our waterways to sustain longevity and healthy waterways for our community serves to address one aspect of our environmental stewardship.

I am proposing the creation of a Waterways Committee, that would report to the Board of Trustees. The overall purpose would be to create a central focus on our township water issues and bring community members together to address the challenges and concerns. Currently, we have multiple groups working separately to address many issues including water pollution, water quality testing, shoreline protection, invasive species, education, and ordinance creation. This committee would bring these individual groups together to share ideas, share workloads, build educational programs, research future funding to address and protect our waterways. Listening, learning and education would most certainly be the first year's focus.

We would seek members from residents living on our rivers, lakes, and wetlands to participate. Lakes to include: North Lake, Portage/Little Portage, Silver Lake, Halfmoon Lake, Huron River and Huron River Water Shed Group and an elected Trustee, totaling 7 members. I suggest starting the focus in our township with a long-range goal to build an interlocal committee, since water flows across our borders, delivering issues upon us and us upon others. Unified and working together can ultimately help all.

Again, this committee would not have any final decision-making abilities and would report to the Dexter Township Board of Trustees. Budget dollars would be needed for compensation of committee members and allow some money to be put into education in the first year. I would suspect identifying larger projects and addressing grant/donation funding would be gathered during this first year of establishment. While much of the communication and education efforts can be funneled through the Township newsletter, FB and ITL – individual printing and postage costs may be incurred.

<b>Does this item have fiscal impact?</b>	<b>Yes</b> ____	<b>No</b> ____
	<b>\$15,000</b>	
	<b>Yes</b> ____	<b>No</b> ____

**Staff/Supervisor Comments**

**Submitted by:**

**To Be Completed by Clerk's Office:**

For action items, suggested language for board motion (applicable):

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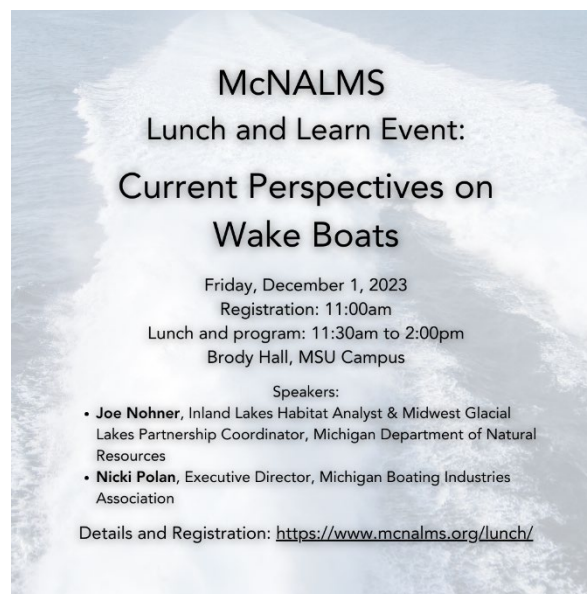


# November 2023 Newsletter

The latest  
news,  
resources,  
and events  
for riparians  
and  
associations.



# Wake boats: news from Wisconsin and an upcoming event



## Video about wake boats

This video was recently released by a new Wisconsin organization called the [Last Wilderness Alliance](#). The video is available on YouTube and is only about six and a half minutes long.

[Wake Surfing - A Threat to Our Lakes](#)

## New wake bill proposed in Wisconsin

A bill has been proposed in Wisconsin to regulate wake surfing and wake boarding but it fails to provide any meaningful protection against the activities' impacts. According to Wisconsin Lakes, who wrote this message, they are pleased to see this issue being addressed but the bill falls far short of what is needed and even makes things worse by undercutting local efforts to manage impacts to lakes and streams. Rather than setting minimum levels or protection for Wisconsin, the bill as written would actually limit the regulation of wake sports.

According to the organization, Wisconsin Lakes, the bill as currently written fails on several grounds:

- Despite setting standards, the bill fails to protect private property, public safety and enjoyment, and aquatic environments by allowing local governments to set their own weaker standards. Rather than set minimum standards for protection the bill sets maximum standards allowed to regulate wake sports. Wisconsin's local governments deserve local control to set their own standards for protection beyond state minimums.
- The bill prohibits wake surfing and wakeboarding within 200 feet of the shore or structures like piers and swim rafts. The overwhelming majority of studies say that at least 500 feet is required for these "enhanced wakes" to lose their size and power. The minimum standard for Wisconsin should prohibit enhanced wake creation within 500 feet of the shore.
- Current studies are showing that impacts from the creation of enhanced wakes are seen to lakebeds to depths of at least 20 feet. Lakes across Wisconsin are seeing pollutants in the lakebed kicked up into the water column and aquatic vegetation being scoured. The bill fails to include a standard related to depth. The minimum standard for Wisconsin should prohibit enhanced wake creation in waters shallower than at least 30 feet.

- The bill simply repeats standards already in place in other statutes. For instance, it prohibits wake sports on lakes of 50 acres or less, but all boats are prohibited from creating wakes on most lakes that are of that size in Wisconsin already.

[Read Wisconsin Lakes' policy recommendations regarding enhanced wakes](#)

## Want to learn more about wake boats?

The [Michigan Chapter, North American Lake Management Society](#) is holding its next in-person Lunch and Learn event on Friday, December 1, 2023 at Brody Hall on MSU's campus. The topic will be on wake boats, with guest speakers, Joe Nohner, Inland Lakes Habitat Analyst & Midwest Glacial Lakes Partnership Coordinator, Michigan Department of Natural Resources, Nicki Polan, Executive Director, Michigan Boating Industries Association; Ethan Hellier, Midwest Government Affairs Manager, Water Sports Industry Association and Jesse McArdell, Policy and Engagement Manager, National Marine Manufacturers Association to talk about their perspectives on wake boats on inland lakes.

[Register here](#) for this in-person event on Friday, December 1, 2023 from 11AM to 2PM EST.

Cost to attend which includes lunch is \$30. Seating capacity is limited to 80.

Registration deadline is Monday, November 20, 2023.

For more information, contact: [Lois Wolfson](#).

## MLSA Board Around the State



The board of MLSA has been very busy lately. Here are some highlights of the work they are doing to bring important issues to the forefront in Michigan.

- **Paul Sniadecki**, MLSA Director, was interviewed on Michigan Public Radio's Stateside about lake levels. You can listen to that [interview here](#). Stay tuned after Paul's segment to hear about MLSA member organization, Torch Lake Protection Alliance's work as well.
  - Paul was also asked to speak at a professional development course called Michigan Water Rights and Regulations. He spoke about permits, zoning, and planning for lakes among other topics.

Pictured above: MLSA President, **David Maturen**, attended the Michigan Environmental Council's Annual Award Ceremony in Detroit. Dave will also attend the MEC Annual Meeting later this week.

- **Lon Nordeen**, MLSA Secretary, has been busy with many local projects and was interviewed about one. You can read the article about [bringing broadband to local communities here](#).
- **Mark Teicher**, MLSA Vice President, and his wife were interviewed by a Michigan news source about the Line 5 Pipeline in a very extensive report. You can watch that [report here](#).

**Thank you to all our Board Directors for dedicating their time and expertise to the mission of the Michigan Lakes and Streams Association. Our members and all the inland waters of Michigan benefit from your invaluable service and experience.**

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## Giving this season? Consider MLSA!

**Together we can preserve the inland waters of Michigan for future generations.**

Whether you wish to support a specific program, are looking to make a donation in the honor of a friend or loved one, or want to leave a legacy for yourself; MLSA is the place for you. Since 1961 we have been working to preserve and protect the waters of Michigan and we couldn't do it without our members and support from charitable donations like the ones people make at this time of year.

Your one time or reoccurring annual donation will make a difference in the educational resources and support we are able to provide to lake and stream associations, individuals, and partners who share our mission.

By making Michigan Lakes and Streams Association a beneficiary in your will or estate plans, you can also leave a lasting impact on the sustainability of our collective works.

Funds may be used to:

- support lake and stream related research;

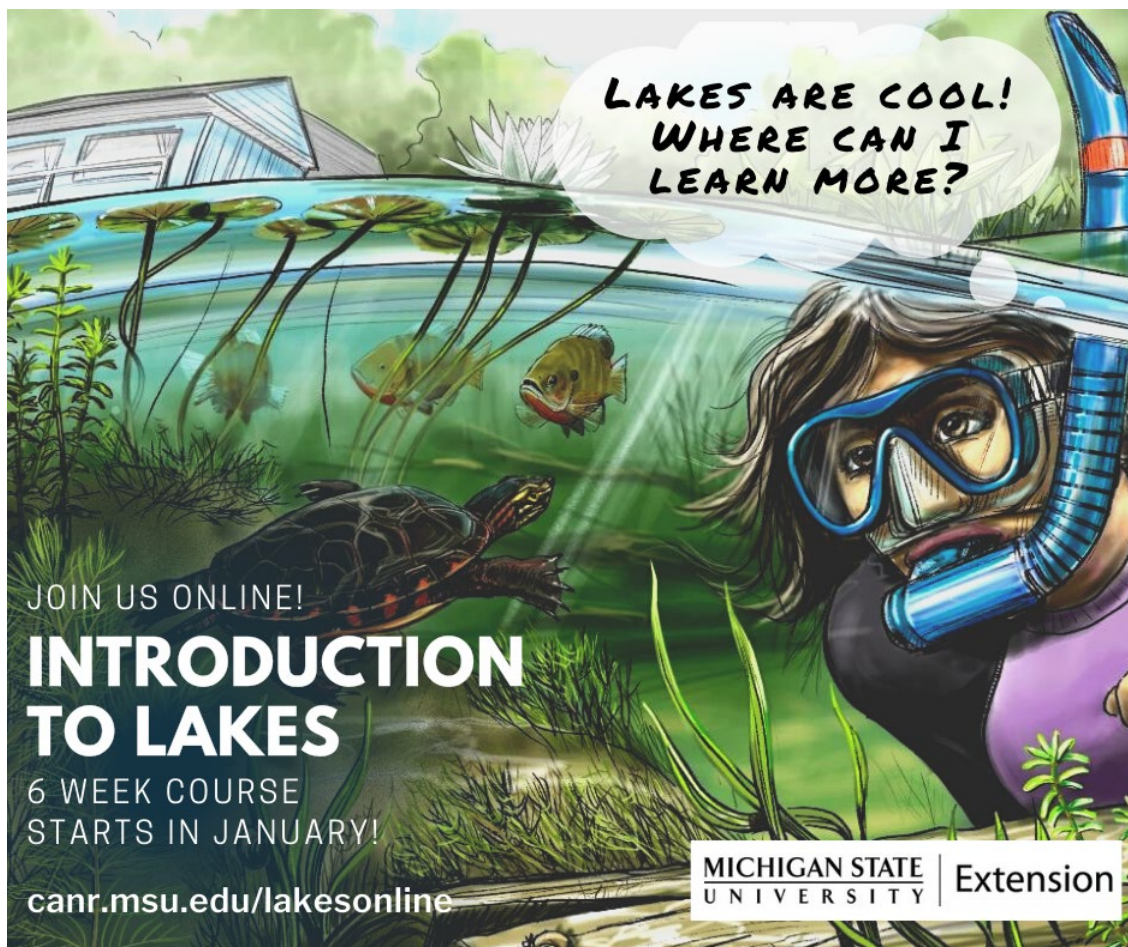
- provide student scholarships and grants;
- create and distribute educational materials;
- provide educational programs for riparians;
- provide support for associations; and
- support programming that directly improves the quality and protection of our waterways.

## What can you do?

1. Visit our [donation page](#) to make a one time or reoccurring contribution today.
2. [Make a donation](#) in honor of a loved one as a gift or memorial.
3. Talk with your financial advisor or attorney about adding MLSA as a beneficiary to your estate.
4. Satisfy your IRA RMD through a non-taxable qualified charitable distribution (QCD) to MLSA.
5. Find more ideas in [this article by Schwab Charitable](#).

**MLSA is a Section 501(c) (3) charitable organization, EIN 38-6159369.** All donations are deemed tax-deductible absent any limitations on deductibility applicable to a particular taxpayer.

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## Learn about Michigan's inland lakes online from MSU Extension

Registration for the award-winning Michigan State University Extension [Introduction to Lakes Online](#) course is now open! This introductory six-week online course kicks off January 30th and is designed for anyone interested in inland lakes including concerned residents, decision makers, local leaders, and lakefront property owners. Course instructors include faculty from MSU Extension and state agency personnel.

Course topics include lake ecology, watershed management, shoreline protection, aquatic plants, Michigan water law, and community engagement. These six topics are explored online through video lectures, interactive activities, and discussion forums. Additional resources are also provided for those looking to dive deeper into a topic. Participants communicate with each other and instructors through lively discussion forums and biweekly Ask-an-Expert webinars which include guests from organizations such as the Michigan Department of Natural Resources and the Michigan Department of Environment, Great Lakes, and Energy.



Registration is open now through January 28, 2024. The cost of the course is \$115 per person. Register by January 12, 2024, for an early bird price of \$95 per person. A limited number of scholarships are available.

**Current individual members of the Michigan Lakes and Streams Association are eligible to receive a \$95 reimbursement upon the *first* successful completion of the course.**

A certificate of completion is awarded to those who complete the course. Participants can also receive educational hours for the MSU Extension Master Gardener, Master Citizen Planner, and Master Naturalist programs.

Learn more and register at [www.canr.msu.edu/lakesonline](http://www.canr.msu.edu/lakesonline).

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## Member Spotlight:

### Two Rivers Coalition Annual Meeting

Date: Wednesday, Nov 8th, 2023

Time: 7-9 PM EST

Location: Van Buren Conference Center- [490 South Paw Paw St Lawrence MI, 49064](#)

Ecologist Aaron Kortenhoven from the Michigan Natural Features Inventory will present on the importance and unique biodiversity of flood plain forests in Southwest Michigan.

There will also be updates to our Prothonotary Warbler Partnership and our ongoing E. coli testing in the Black River and Paw Paw River.

Find out more about the [Two Rivers Coalition here](#).

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## ICYMI – Hydrilla detected in Michigan, MiCorps Program Enrollment

by Jo Latimore, MiCorps Program Director

You may have seen the news that [hydrilla](#), a highly aggressive invasive aquatic plant, was [discovered in Michigan](#). This is the first time hydrilla has been found in our state.

Hydrilla is a tough plant that is tolerant of a wide range of environmental conditions and can spread by fragments, seeds, underground tubers, and overwintering parts called turions. It also has been documented growing at rates up to one inch per day, forming dense beds and thick mats in both lakes and streams. As such, hydrilla has the potential to be even worse than Eurasian watermilfoil.

At this time, the hydrilla invasion appears to be confined to a pair of private residential ponds in southwest Michigan. However, surveys are continuing to determine the full extent of its spread. The State has also begun treatment of the invasion.

This discovery should remind us all of the importance of being mindful not to inadvertently spread invasive species from one water body to another in the course of our monitoring activities. This means being sure to thoroughly clean our gear before moving from one water body to the next. We should take the same care when engaging in water-based recreational activities like boating, fishing, swimming, and waterfowl hunting, and if we engage in hobbies like water gardening or aquarium keeping. MSU Extension has highlighted [recommendations for preventing the introduction and spread of invasive species like hydrilla](#).

MiCorps has been training volunteers to identify and monitor lakes for hydrilla for nearly 20 years through the Cooperative Lakes Monitoring Program's (CLMP) Exotic Aquatic Plant Watch. Those [training materials](#) are available on our website. In particular, we have a [video about the Exotic Aquatic Plant Watch that illustrates how to identify hydrilla](#). If you wish to monitor your lake for hydrilla, we will be opening up CLMP enrollment for the 2024 season very soon. Check the [MiCorps Website](#) for updates on enrollment for the next monitoring season.

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## **Aquatic invasive species prevention: Getting the best bang for the buck!**

Thursday, November 2, 1:00 p.m. CST

About this webinar: Ever wonder how effective watercraft inspectors are at finding and removing AIS from boats? Or how good boaters are at checking over their own boats? Join to learn more about the effectiveness of these AIS preventions, as well as the costs and how these data are being incorporated into an online decision support tool to help managers get the best bang for their buck!

About the speaker: Nichole recently joined the Great Lakes Commission as an AIS program specialist after obtaining her master's degree from the University of Minnesota's Water Resources Science program this past summer. She also has a bachelor's in aquatic and fisheries science from the State University of New York College of Environmental Science and Forestry in upstate N.Y. When Nichole isn't working on aquatic invasive issues, she's usually fishing on the river, but also enjoys foraging and painting.

## **Webinar brought to you by: AIS Detectors of the University of Minnesota**

Learn more about the [AIS Detectors here](#).

[Register Here](#)



Tuesday, November 7, 9:00 a.m. to 10:00 a.m.

### [Must You Find Another Shrubbery? Understanding the Impacts of Invasive Box Tree Moth in Michigan](#)

Box tree moth (*Cydalima perspectalis*) was first detected in Michigan in fall 2022. This invasive pest, native to East Asia, poses a major threat to the boxwood plant, an ornamental shrub that is a valuable part of the U.S. (and Michigan) nursery and horticultural industry. Join Susie Iott, MDARD invasive species program specialist, to learn more about identification, impacts and the state's response to limit the spread of this invasive pest.

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# Invasive Species Funding Available!

Groups like lake associations, watershed groups, and non-profits can request up to \$3,000. Grant projects should be focused on aquatic invasive species outreach and education.



micbcw.org



@michigan\_cbcw



@michigancbcw

## Apply for a Clean Boats, Clean Waters Mini Grant

Calling all lake associations, watershed groups, local or tribal units of government, and non-profits – organizations dedicated to the protection of our waterways can now apply for the [2024 Michigan Clean Boats, Clean Waters grant program](#)! This program is focused on protecting Michigan's waters from aquatic invasive species and conducting outreach and education to boaters. This year, up to \$35,000 is available to engage the Michigan boating community in invasive species prevention actions.

Grants can be used for a variety of activities including signage, invasive species removal supplies such as plant removal tools, sponges and towels, and running educational booths and presentations with handouts and brochures. Funding requests can range up to \$3,000 and do not require local match or cost sharing. This is a competitive funding opportunity and complete applications will be ranked based on group eligibility, project significance, anticipated outcomes, and target audiences. Cooperative Invasive Species Management Areas (CISMAs) and organizations with a statewide impact are highly encouraged to support local groups or pursue Michigan Invasive Species Grant Program funds to perform boater outreach activities. Applications are due January 19th, 2024.

Further information can be found on the [CBCW Grant webpage](#).

Questions about the Clean Boats, Clean Waters program can be directed to [Kelsey Bockelman](#).

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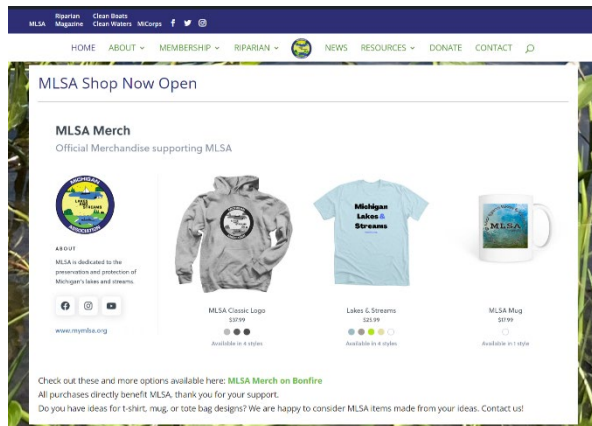
## 63rd Annual Conference Theme: Restoration is Possible

Learn more about the conference plans as they are decided at the webpage:  
<https://mymlsa.org/mlsa-events/annual-conference-2024/>

Check out [this issue](#) of [The Michigan Riparian magazine](#) for information about the [Annis Water Resources Institute](#) in Muskegon where we will be meeting in April 2024. Can't wait to see you there!

If you are a business or nonprofit please reach out to us about sponsorship and exhibitor opportunities. It's never too early to start promoting YOU as one of our conference sponsors.

If you are interested in giving a talk during our conference we would love to hear about it. Send your ideas to [info@mymlsa.org](mailto:info@mymlsa.org).



## MLSA merch store open for business

If you are a frequent visitor to [mymlsa.org](http://mymlsa.org) you may have noticed that we upgraded our MLSA branded gear. We are very excited to be using a new platform with new products and designs. The best part is that MLSA benefits from each of your purchases!

Have a fun design idea? Send it over. We would love to feature member products in our merch store.

It's never too early to think about holiday gifts for your association board or that favorite riparian in your life. Check out our new Bonfire store today!

[MLSA Merch Store](http://mymlsa.org)

## Ready to help us protect Michigan's waterways?

Michigan Lakes and Streams Association, Inc. is a 501(c)3 nonprofit, statewide organization dedicated to the preservation, protection, and wise management of Michigan's vast treasure of inland lakes and streams.

[Join MLSA Today!](http://mymlsa.org)





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**DEXTER TOWNSHIP  
AGENDA ITEM REQUEST**

**MEETING OF Township Board of Trustees February 20, 2024**

**Title:** Pledge of Allegiance

**Overview**

I would like to discuss starting our Board of Trustee meeting and all township committee meetings with the Pledge of Allegiance. I understand that this may be a controversial issue. I have friends that do not recite it at their meetings, however it is on their agenda and therefore there is the opportunity for those who wish to recite it to do so. Because it is not on our agenda we have no opportunity to do so.

Thank you for your consideration.

**Financial Impact**

There is no financial impact.

**Submitted by: Gretchen Driskell**



# DEXTER TOWNSHIP

## AGENDA ITEM SUMMARY

### MEETING OF: Township Board of Trustees– February 20, 2024

**Agenda Item Title:**

Dexter Township Bicentennial Parade

**Recommended by:**

Supervisor, Karen Sikkenga

**Explanation of Agenda Item:**

At a prior BOT meeting, a member of the public suggested that we consider adding an event in connection with the Dexter bicentennial. Sam Edwards has reached out to one of the coordinators of the bicentennial event and has confirmed the date of the Bicentennial Parade is Saturday, June 22, 2024 from 8:30am-11:30am and the theme is “A March Through Time”. Sam is working with the coordinator of the event and is awaiting updates on the registration process. The City of Dexter is still working on completing the setup for the registration page and should have it up by the end of February. Additional information about this event will be available at the March Board of Trustees meeting.

Board members and community members who have additional suggestions are invited to submit them to Sam Edwards, Township Administrative Manager ([officemanager@dextertownship.org](mailto:officemanager@dextertownship.org)), for approval at future meetings.

**Fiscal or Resource Considerations:**

Yes \_\_\_\_\_ No   X  

Does this agenda item require the expenditure of funds?

Yes \_\_\_\_\_ No   X  

If yes, are funds budgeted?

Yes \_\_\_\_\_ No \_\_\_\_\_

Is a budget amendment required?

Yes \_\_\_\_\_ No   X  

**Attachments:** None

**Staff Comments:****Motion/Action/Recommendation:**



# DEXTER TOWNSHIP

6880 DEXTER-PINCKNEY ROAD  
DEXTER, MI 48130

TELEPHONE: 734-426-3767  
FAX: 734-426-3833

WWW.DEXTERTOWNSHIP.ORG

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**SUPERVISOR**

MICHELLE  
STAMBOULELLIS  
**CLERK**

MARIS METZ  
**TREASURER**

GRETCHEN DRISKELL  
LAURA SANDERS  
LONNIE SCOTT  
KAREN NOLTE  
**TRUSTEES**

## Discussion Item 8e

### Renewable Energy and State Siting Legislation Update

February 12, 2024

I have attended 3 educational sessions on the state siting legislation. One was held by the Michigan Association of Planners, and 2 were held by the Michigan Township Association (MTA). The MTA sessions were basically the same, same attorneys and powerpoint. One MTA presentation was in person at the legislative conference on January 23 and the other, a webinar (I forwarded to the Board) on January 17.

State siting legislation will take effect end of November 2024. Summary impact is if local communities do not have ordinances in place for 50MW projects the state can approve the project. This would require at least 500 acres of farmland per project, potentially impacting our preservation program. There are many more details that are being worked through.

Additionally, a ballot proposal has been introduced and is out in the public to get signatures to repeal the state siting legislation. The deadline for submission with sufficient signatures is the end of May. If there are enough signatures the vote to repeal the state siting legislation would occur this November 2024.

I recommend that we appoint a subcommittee apprised of the planning commission chair, the farmland and open space commission chair and the two board liaisons to those organizations (Gretchen and Laura). We will work on developing a plan to address the issues that impact our township and come back with recommendations in April.

Respectfully submitted

Gretchen Driskell





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2-02-2024 12:03pm

# Dexter's Bicentennial Bash Seeks Sesquicentennial Celebrants for Epic Parade



[Doug Marrin](#) [Editor](#) ✓





Dexter knows how to host a great parade as reflected in the large turnout for its annual Memorial Day Parade. Photo: Dexter Memorial Day Facebook Page

In 1974, Dexter buzzed with the excitement of its 150th anniversary, an event that painted the streets with the vibrant colors of history. Carry that community spirit to 2024, and Dexter is on the cusp of yet another monumental milestone—its 200th birthday.

Dexter is throwing a grand Bicentennial celebration this June, and it's shaping up to be an event for the ages. Dexter is turning the big 2-0-0, and this is a birthday bash you won't want to miss. There will be music, delicious food and drink, games, booths, a dazzling carnival, and a parade through the heart of Dexter.

About that parade: Steve Feinman, the maestro behind the parade, is on a mission to bridge generations and celebrate those who have been Dexter's backbone for the past 50 years. If you were part of the spirited

crowd that celebrated Dexter's sesquicentennial in 1974, your presence is requested once more. Steve envisions a gathering of our town fathers and mothers who reveled in the sesquicentennial to ride in the Bicentennial parade, symbolizing the continuity and enduring spirit of Dexter.

Dexter's Bicentennial Celebration is June 20-23, 2024.

If you're a Dexter Sesquicentennialian, contact Steve Feinman at [sfeinman@mindspring.com](mailto:sfeinman@mindspring.com).

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# DEXTER TOWNSHIP



## Dexter Township Report

February 20, 2024

### Office Remodel

The office remodel is nearing completion. All of the larger projects have been completed including installing carpet in the board room, new flooring in the main office area, new paint in the board room, lobby, and main office area, new countertops at the front counter, as well as in the bathrooms, breakroom, and coffee bar. There are other small tasks that need to be completed and Proven has a punch-list of odds and ends that need tending to. Other items we are awaiting quotes for include a rug with the Dexter Township logo, as well as a mural of the Dexter Township logo in the main office area on the green accent wall.

We are happy to report the delivery and installation date of the new furniture is scheduled for Friday, March 8<sup>th</sup>. We decided to schedule the delivery and installation for that date because our IT company can help us get our tech set back up and organized, and we are closed to the public on Fridays. We are all very excited that a delivery and installation date has been confirmed.

### Elections

We began sending Absentee Voter Applications December 29, 2023 and Absentee Voter Ballots out January 18, 2024. As soon as we receive the AV Applications to the Clerk's office, from our residents, we initiate a ballot that is then mailed out that day. As of today, we have sent out:

1. 3,223 Absentee Voter Applications, those apps are sent to all Dexter Township registered voters who have chosen to be on the Permanent AV (absentee voter) List.
2. 1,477 Absentee Voter Applications have been mailed back to the Clerk's office for processing.
3. 1,477 Ballots have been initiated and mailed to Dexter Township Residents.
4. 761 Total Ballots have been returned as of February 12, 2024

We had our first Election Commission Committee Meetings which included Supervisor Sikkenga, Treasurer Mets and myself Clerk Stamboulellis this past **January 12, 2023** where we made motions to:

1. Approve the Ballot Style, Ballot Format and Ballot Language.
2. Approval of the location of Precinct #1, Precinct #2, and Precinct #3.
3. Set date for Preliminary Logic and Accuracy Testing of Tabulators.
4. Certification of Election Workers for the Presidential Primary Election.

Important discussion items we discussed were:

1. The Clerks office sent out a total of 2,919 Absentee Voter Applications
2. Return Absentee Voter envelopes are pre-paid by the State of Michigan (purple envelopes)
3. The flat election day ballots and folded Absentee Voter Ballots were delivered January 10, 2023.
4. We Picked up our Blue Keys and V-Drives from the County
5. Ballots will be mailed out January 18, 2024

The next Election Commission Committee meeting date will be **February 19, 2024**.

Friday **February 9, 2024** the Clerk, Deputy Clerk, and Election Staff Lois Beerbaum performed the initial testing on the voting tabulators – set the date and time and downloaded all of the ballot styles and precincts for the February 27, 2024 Presidential Primary Election.

Monday **February 12, 2024**, we performed the Public Accuracy Testing, which included the Election Commission Committee, to give the community the opportunity to see the machines we use throughout election day. During this event we run test ballots through the machine with most of them having issues such as voters who overvote, voters that may attempt to cast a ballot out of our district, don't fill in the bubble completely, use the incorrect writing utensil... for example if you attempt to vote for more than one candidate the tabulator will not accept it and will prompt a reason why on the machine. This test is to show the precision and accuracy of the tabulation machines that we use throughout our Election Process.

The Presidential Primary Election is right around the corner, February 27, 2024, we are hard at work sending ballots, processing ballots, scheduling election worker training and preparing for the early 9-day voting – located in Sylvan Township – and election day at the Township. If you have any questions or concerns, please see my Clerk and Elections page on the Township Website [dextertownship.org](http://dextertownship.org) or please call the Clerk's office at 734.426.3767 ex110.

## **Taxes**

Winter tax bills were sent out the first week of December. If you have not received your tax bill, or it has been misplaced, please reach out to the treasurer's office for information. Summer and winter 2023 taxes are due February 14<sup>th</sup>; however, Dexter Township will collect tax payments until 5:30 p.m. February 29<sup>th</sup> without winter tax interest. Please note that past due summer taxes accrue 1% interest at the beginning of each month until they are fully collected. After February 29<sup>th</sup> at 5:30 p.m., all unpaid taxes are turned over to Washtenaw County for collection. Please ensure enough time to make your tax payment by the due date. As of January 30, 2024, \$4,942,303.47 of taxes remain delinquent. Dexter Township is 72.9% collected for the 2023 tax cycle.

## **Public Safety**

The fire and police millage renewals will be on the February 27 election ballot. The township mailed a postcard out to all households in the township informing residents about these renewal requests. Trustee Scott also hosted a coffee hour about the topic at the Township Hall on January 29, Treasurer Metz and Clerk Stambouellis also attended the coffee hour.

## **Single Hauler**

We have created a survey to collect information from our residents regarding their curbside trash/recycling collection. The survey was launched towards the end of January and already has 149 responses. The link to complete this survey is available on the homepage of the Dexter Township website and on our Facebook page. The survey is collecting answers to questions regarding what type of services residents currently have, what type of services they would like, and how much residents would be willing to pay for bulk curbside pickup per quarter. We are continuing to seek a provider through an RFP and collecting details. More information will be available for residents on March 6, 2024 at 6:30pm during our Trustee Coffee Chat event. The event will take place at 6880 Dexter-Pinckney Rd. Dexter, MI 48130. Please feel free to stop by and ask questions.



## Fire Negotiations

The board sub-committee working on the collective bargaining agreement continues to negotiate with the Local Firefighters Union. As noted in previous updates, we believe this will continue to represent a significant change in the contract and the main reason it has taken such a long time coming to conclusion. We do believe we are close to reaching a final agreement.

The Sun Times recently published an interview with Chief Armstrong, where he summarizes several key initiatives and investments made by DAFD that are having positive impact on the Department and the community.

## IT Support

An RFP is being created to seek out a new IT company. The qualities that we are looking for in a company include onsite support staff availability, increased user-end satisfaction, remote IT services, reduced problem resolution time for onsite and remote hardware/software issues, device monitoring, network management, and security monitoring.

## WWRA Township Recycling

We are pleased to report that WWRA staff have cleaned the recycling debris that was located in the Dexter Township parking lot, as well as in the woods behind the parking lot. Dexter Township staff and residents noticed this debris and WWRA was contacted and asked to begin the cleanup process. WWRA manager, Marc Williams, reported that his crew will make it a priority to cleanup the recycling debris more regularly.

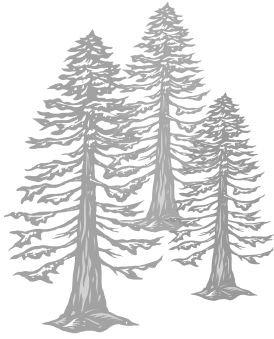
## Planning and Zoning

The Planning Commission gave a final site plan approval for additional buildings to replace the tent at Cornman Farms at their January meeting, as well as a favorable recommendation for two Zoning Ordinance amendments. Staff reports, recommended language and draft ordinances are attached. Please contact our Township Planning Consultant, Megan Masson-Minock, at [dpz@dextertownship.org](mailto:dpz@dextertownship.org) with any questions. The proposed amendment for Table 16.3 corrects a burdensome situation for large lots and is needed for the Cornman Farms proposal to proceed. The Zoning Board of Appeals has requested the amendment to Section 29.06(C)(4), which they have found difficult. The Planning Commission is continuing to work on Zoning Ordinance amendments, which will come to the Board for approval.

Grayson Moore of Carlisle Wortman Associates has joined the DPZ team. He will be in Township Hall on Thursday afternoons, assisting with zoning permits and code enforcement."

## State Legislative Updates

Washtenaw County is doing best practices and there are currently no immediate impacts on our township. The state of Michigan is also putting together an effort to improve recycling statewide. More information and updates to come at a later date



# DEXTER TOWNSHIP

6880 DEXTER-PINCKNEY ROAD

DEXTER, MI 48130

TELEPHONE: 734-426-3767

FAX: 734-426-3833

WWW.DEXTERTOWNSHIP.ORG

*"A Community For All Seasons"*

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## MEMORANDUM

**To:** Dexter Township Board

**From:** Megan Masson-Minock, Township Planning Consultant  
Ashley Cepeda, Township Zoning Administrator

**Subject:** Planning and Zoning Department Report (January 2024)

**Date:** February 7, 2024

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The following Planning and Zoning Department report has been provided to the Dexter Township Board to provide an update on ongoing planning and zoning cases, ordinance amendments, and department activities. The staff is excited to report on the progress of existing development projects that have been reviewed by the PC, cases reviewed by the ZBA, and other duties, such as, zoning administration, ordinance review and future amendments, zoning permits, etc.

The following report will cover activities that have occurred **January 2024**, as well as an update on past projects:

- Planning Activities, including a summary of applications with the Planning Commission, Zoning Board of Appeals and/or Township Board.
- Zoning Administration, including zoning permits and projects that do not require Planning Commission review and approval.
- Zoning Ordinance, including summary and status of ordinance amendments.
- Planning and Zoning Department, including permits issued.
- Code Enforcement.
- Other Community Development Projects

The Planning Commission has established an Ordinance Review Committee to assist with ongoing zoning ordinance amendments. Participation from members of the Board of Trustees would be welcome.

Please let us know how this report can be improved. The Planning and Zoning Department will share an updated report with the Township Board on a monthly basis.

Planning Activities – PC, ZBA, Approved Projects		
Planning Commission – Site Plan, Special Land Use, Rezoning		
Name of Project	Location	Current Status and Progress
Cornman Farms Site Plan & Special Land use	8540 Island Lake Road	<p>The applicant submitted a special land, preliminary site plan, and variance request for the replacement of the tent at this special event facility with a building addition of a pavilion, the enclosure of a walkway, interior remodels of buildings on-site and the addition of an amphitheater. The additional buildings necessitate an amendment to the existing site and plan and special land use.</p> <p>A Planning Commission public hearing for special land use amendment and preliminary site plan was held on November 28, 2023. The Planning Commission approved both applications with conditions.</p> <p>The Planning Commission approved the final site plan with conditions on January 23, 2024.</p>

Zoning Board of Appeals – Variance (PBA), Interpretation, Appeal of Admin Decision		
Type of Request	Location	Current Status and Progress
Variance from building coverage	8540 Island Lake Road	<p>The proposed amendment to the special event venue's site plan and special land use, described above, exceeds the maximum building coverage. The case was heard at the December 5, 2023 Zoning Board of Appeals meeting and postponed until the ZBA January 2024 meeting, when the ZBA denied the variance. The Board felt that a zoning ordinance change was the more appropriate route since other larger properties in the Township had the same constraints due to the building coverage restrictions.</p>



Approved Projects		
Name of Project	Location	Current Status and Progress
Hillside Acres	Southwest corner of N. Territorial Rd. and Dexter Townhall Rd.	A pre-construction meeting with OHM, the Township, and Multi Lakes Water and Sewer Authority occurred in fall 2022. The mass grading and storm sewer installation is complete. Sanitary sewer installation is expected to be completed by mid to end of November. Contractor has indicated they plan to pave the asphalt road(s) before the cold weather hits (asphalt construction is weather-dependent). Home construction is expected to begin shortly after asphalt pavement is constructed. OHM estimates home construction will begin in early 2024. Per the applicant, the Washtenaw County Road Commission is extending their permit.
Nature's Preserve	11966 N. Territorial Rd.	The Natures Preserve open space community site condominiums went before the Township Planning Commission in April 2016. The final site plan for 20 homes was approved by OHM in October 2020. The applicant has yet to submit construction escrow, as well as provide the insurance and bonds that are required to schedule a pre-construction meeting. Planning & Zoning staff is researching the site plan status.

Zoning Ordinance (Adopted and Proposed)	
Adopted Amendment	Summary
	None
Proposed Amendment	Current Status and Progress
Section 29.06(C)(4) "Reasonable" versus "Minimum"	<p>The ZBA has requested the change from "minimum" to "reasonable" in this standard for a variance review to be reviewed. They would like direction/guidance on how to implement that language.</p> <p>At their November 28, 2023 meeting, the Planning Commission reviewed draft language. The Planning Commission held a public hearing and recommended zoning ordinance amendment language to the Township Board on January 23, 2024.</p>

Zoning Ordinance (Adopted and Proposed - continued)	
Proposed Amendment	Current Status and Progress
Table 16.3 in Article 16 Increase building coverage for parcels greater than 5 acres, zoned RR or RC or for residential uses in AG	<p>The Cornman Farms application brought up the inconsistency in the Zoning Ordinance that building coverage for parcels greater than 5 acres, zoned Rural Residential or Recreation Conservation or residential uses in the Agricultural Zoning District is capped at 11,543 square feet, while smaller parcels building coverage is a percentage (up to 5.3% for lots between 4.9 and 5 acres).</p> <p>The Planning Commission held a public hearing on January 23, 2024 meeting and recommended revised language as a zoning ordinance text amendment.</p>
Table 25.1 in Section 25.03 Amend what requires a zoning permit.	<p>On January 23, 2024, the Planning Commission reviewed recommendation by staff and the consultant to decrease the number of zoning permits required for the following reasons: the zoning permit is not required elsewhere in the Zoning Ordinance, the Chelsea Area Construction Agency has advised the Township that a zoning permit is not necessary, staff has found the permit requirement to be overly burdensome, or there is no corresponding regulation in the Zoning Ordinance to support the requirement.</p> <p>A public hearing will be held at the February 28, 2024 Planning Commission meeting.</p>
Article 4 Change title from "Table of Regulations" to "Table of Uses."	<p>On January 23, 2024, the Planning Commission reviewed recommendation by staff and the consultant to change the title of Article 4 from "Table of Regulations" to "Table of Uses" to reflect the nature of the regulations more accurately in that Article.</p> <p>A public hearing will be held at the February 28, 2024 Planning Commission meeting.</p>

Zoning Permits			
Permits Issued	January	YTD	2023
Zoning Minor	16	16	134
Zoning Major	3	3	79
Sign	0	0	1
Temporary	1	1	2
<b>TOTAL</b>	<b>20</b>	<b>20</b>	<b>216</b>

Code Enforcement			
Violation #	Address	Description	Status
E23-CE-0019	9122 McGregor Rd	Storage of Watercraft and Trailer	Ongoing
E23-CE-0016	8095 Stonehedge	Fences	Resolution Pending
E24-CE-0002	8051 Stonehedge	Storage of Watercraft and Trailer	Ongoing
E-23-0017	5721 Dexter Pinckney Rd	Storage of Junk	Resolution Pending

Other Planning and Zoning Projects	
	NONE

Thank you!

# Huron River Watershed Council (HRWC) Update

## February 2024 Report to Dexter Township Board of Trustees

News and Events <https://www.hrwc.org/calendar/>

### 1. Open House and Gathering at HRWC



Please join us for our annual River Givers Community Open House and Gathering! This event is free, and no RSVP required.

Meet HRWC staff and other river enthusiasts, tour our Huron River headquarters, celebrate our stewardship awardees, and learn more about our work and the watershed.

#### Event Details:

The event will be Wednesday March 6th from 4:00pm - 7:00pm at the HRWC Offices.

Remarks and awards presentation at 5:30pm.

Light refreshments provided. Onsite and nearby parking available.

#### Program highlights include:

- Our top policy priorities in Michigan
- Catching stormwater runoff with rain gardens
- River recreation on the Huron River Water Trail
- Natural areas preservation work
- Hands-on demo of our water quality lab

#### Stewardship Awardees:

This year's stewardship awards recognize extraordinary people and a high-impact program.

#### DATE

March 06, 2024

#### TIME

4:00pm - 7:00pm (EST)

#### LOCATION

[HRWC Offices](#)

117 North 1st Street Suite 100  
Ann Arbor, Michigan United States

[Get Directions](#)

#### ORGANIZER

[Allie Schneider](#)  
[aschneider@hrwc.org](mailto:aschneider@hrwc.org)  
(734) 519-0331

### 2. Spring Riparian Tree Sale with 25% discount: <https://store.washtenawcd.org/collections/2024-riparian-species-hrwc>

#### 2024 RIPARIAN SPECIES - HURON RIVER WATERSHED COUNCIL

This *Riparian Collection* is comprised of native species well-suited to growing along the edges of waterbodies. Your discount is financially supported by Huron River Watershed Council's participation in [DNR's Forest to MI Faucet \(F2MF\)](#), which aims to highlight the relationship between forests and clean water. To benefit water quality and reduced runoff, please plant your trees near a waterbody to help reach our shared goal of planting 60,000 trees in riparian zones!

**Congratulations! Get 25% off on these products with code: [HRWC2024](#)**

*Click the link to apply the code now. Code might need to be re-applied at checkout.*

**The 25% off discount applies all of the species listed on this page.**

**UPDATE: discount now includes any of these bundles, AND these single seedlings or transplants too!**

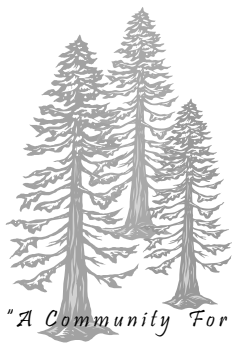
Discount codes can not be used in combination with other discounts. *(Offer valid while supplies last.)*

Please let me know if you would like more information.

Respectfully submitted,

Suzanne Bade

Dexter Township Representative to HRWC



# DEXTER TOWNSHIP

6880 DEXTER-PINCKNEY ROAD  
DEXTER, MI 48130

TELEPHONE: 734-426-3767

FAX: 734-426-3833

WWW.DEXTERTOWNSHIP.ORG

TO: Dexter Township Board of Trustees

FROM: Farmland and Open Space Preservation Board (FOSPB)

RE: Project Update

DATE: 1 February 2024

At the February 1 meeting of the FOSPB, it was noted that of the seven current applications being considered, three were scored on the open space land rubric, while two of the other four have notable areas of woods. A second mailing to owners of sizeable parcels will be done in the coming months; in the database there are 34 with primarily farmland but 47 with primarily or exclusively open space. The FOSPB can only review applications submitted; it is hoped that more open space landowners will apply with this next contact.

Other matters for public session:

- Updated tables: summary for Dexter Township and all conserved lands (attached)
- State grant program: January 9 deadline, six properties submitted
- Township sign design/proposal: will ask the provider for a small change
- Mailing/landowner outreach: shooting for later this month
- Budget: has been submitted to the BOT

A. Public projects

1. None

B. Confidential projects

1. 2023-2, first. Farm fields with a stream. Waiting on ACEP and the State.
2. 2023-5, second. Active fields, woods, wetlands and streams. Waiting on ACEP and the State.
3. 2022-2, tied third. Farm fields, wetlands and mature woods. ACEP \$477,050 (29% of estimated value of \$1,645,000). Waiting on the State.
4. 2023-4, tied third. Farm fields with farmstead. Waiting on ACEP and the State.
5. 2022-3, fifth. Farm fields, scrub woods and wetlands. Waiting on ACEP and the State.
6. 2023-3, sixth. Woods, active and idle farm fields. Waiting on ACEP and the State.
7. 2023-1, sixth. Mature woods, old field and wetlands. Appraised value \$31,000 (\$775/acre). NATAC recommended the 50% request. I sent drafts of the PSA and CE to the sellers in mid-December but had not heard from them so I called a couple

weeks ago. After reviewing those and the title commitment—which identified several matters needing their attention—they have decided to withdraw from further consideration.

#### Glossary of acronyms:

PSA—purchase and sale agreement (with the property owners/sellers)

PA—participation agreement (with local funding partners)

BOT—board of trustees

CE—conservation easement

ACEP—Agricultural Conservation Easement Program (federal)

ESA—environmental site assessment (aka Phase I)

NATAC—Natural Area Technical Advisory Committee of Washtenaw County Parks

QCD—quit claim deed

NAPP—Natural Area Preservation Program of Washtenaw County Parks

DR—development rights

BOC—Washtenaw County Board of Commissioners

ALPAC—Agricultural Land Preservation Advisory Committee of Washtenaw County Parks



# WASHTENAW COUNTY OFFICE OF THE SHERIFF



**JERRY L. CLAYTON**  
SHERIFF

2201 Hogback Road ♦ Ann Arbor, Michigan 48105-9732 ♦ **OFFICE** (734) 971-8400 ♦ **FAX** (734) 973-4624 ♦ **EMAIL** [sheriffinfo@ewashtenaw.org](mailto:sheriffinfo@ewashtenaw.org)

**MARK A. PTASZEK**  
UNDERSHERIFF

January 16, 2024

To: Karen Sikkenga, Dexter Township Supervisor  
From: Nick Krings, Sergeant  
Through: Alan Hunt, Lieutenant  
Cc: Keith Flores, Police Services Commander / Nancy Hansen, Captain  
Re: December 1<sup>st</sup> – December 31<sup>st</sup>, 2023, Police Services Monthly Report

During the month of December 2023 there were 138 calls for service (including traffic stops). Deputies conducted 96 traffic stops during this time with 4 citations issued.

Noteworthy events in Dexter Township during last month include:

On December 3<sup>rd</sup> Deputies investigated a Breaking & Entering in the 5300 block of Carriage Lane. The victims stated that they were selling a vehicle which was parked in their driveway. Three men arrived in a pickup truck and inquired about the vehicle for sale. The victim took one of the males on a test drive while the other two remained at the home with the victim's spouse. While speaking with one of the males in the driveway, the victim's spouse lost track of the third subject. After returning from the test drive, all three males left and indicated they would return to purchase the vehicle. The victims then noticed that several jewelry boxes had been rustled through and several items were missing. The victims did not have any contact information for the subjects and no suspects have been identified.

Banked Hours Update:

The collaboration accumulated 368 banked hours during the month of December. The banked hours were generated due to vacant shifts. The collaboration utilized 471 banked hours to fill vacant shifts and for special events. As of the end of December, the collaboration has a yearly banked hours balance of -1 hours.

Dexter Collaboration Into/Out of Area Time:

- Into DWD Area Time – 345 mins (Year to Date – 8,685 mins)
- Out of DWD Area – 825 mins (Year to Date – 13,854 mins)

Dexter City Into Area Time - 85 mins (Year to date – 3,840 mins)  
Dexter Twp. Into Area Time - 170 mins (Year to date – 2,894 mins)  
Webster Twp. Into Area Time - 90 mins (Year to date – 1,951 mins)

*Co Creating Community Wellness and Safety – Providing Exemplary Service  
Building Strong and Sustainable Communities  
Serving Washtenaw County since 1823*



**JERRY L. CLAYTON**  
SHERIFF

# WASHTENAW COUNTY OFFICE OF THE SHERIFF

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**MARK A. PTASZEK**  
UNDERSHERIFF

The Sheriff's Office has implemented an, on-line, police reporting portal. Citizens can now file certain types of police reports on-line without needing contact with a Deputy or coming to a station. The following types of incidents December be filed on-line:

- Harassing phone calls/ No Known Suspects
- Identity Theft/ No Known Suspects
- Lost property
- Larceny/Theft/ No Known Suspects
- Damaged Property/Vandalism
- Accidental/Non-Intentional Property Damage

Any and all incidents can still be reported by calling 911, Washtenaw Metro Dispatches non-emergency dispatch number (734) 994-2911 or in person at any of our Community Police Stations.

The on-line reporting portal can be accessed through the Washtenaw County Sheriff's Office website.

<https://www.washtenaw.org/3439/File-a-Police-Report>

The Sheriff's Office has gone live with a crime data dashboard on our website.

The dashboard is interactive and pulls data by zip codes. The data is updated regularly.

There are various pages that can be viewed: Overall Crime Data, Victim Demographics, Arrest Demographics, Traffic Overview and Subject Control (Use of Force Incidents).

[Sheriff Data & Information Dashboard | Washtenaw County, MI](#)

This is an excellent resource for those interested in taking a deeper dive into Sheriff's Office operations and who we have contact with.

*Co Creating Community Wellness – Providing Exemplary Service  
Building Strong and Sustainable Communities  
Serving Washtenaw County since 1823*



### Dexter Area Fire Run Data by Zone

	2022												Total
	January	February	March	April	May	June	July	August	September	October	November	December	
Dexter City	19	25	16	19	28	41	41	46	30	37	38	44	384
Dexter Twp	29	41	38	44	50	35	38	44	43	30	52	35	479
Webster Twp	25	24	30	38	40	30	30	27	32	28	29	33	366
Share	38	22	18	25	26	31	20	51	36	35	28	29	359
	111	112	102	126	144	137	129	168	141	130	147	141	1588

	2023												Total
	January	February	March	April	May	June	July	August	September	October	November	December	
Dexter City	40	47	32	30	41	33	34	35	27	36	40	34	429
Dexter Twp	27	59	45	25	42	39	45	58	34	29	38	34	475
Webster Twp	23	36	46	31	28	30	36	31	27	33	33	34	388
Share	27	29	28	24	42	35	37	37	41	44	25	28	397
	117	171	151	110	153	137	152	161	129	142	136	130	1689

	2024												Total
	January	February	March	April	May	June	July	August	September	October	November	December	
Dexter City	20												20
Dexter Twp	41												41
Webster Twp	45												45
Share	30												30
	136	0	0	0	0	0	0	0	0	0	0	0	136

2/3/2024 10:29

2400012	01/04/24	Dexter Ann Arbor / Ryan	City of Dexter	City of Dexter			MVA
2400022	01/07/24	234 Katherine Way	City of Dexter	City of Dexter			Medical
2400026	01/08/24	7200 Dan Hoey	City of Dexter	City of Dexter			Medical
2400037	01/11/24	2260 Melbourne Ave 1302	City of Dexter	City of Dexter			Medical
2400053	01/12/24	6927 Wellington Dr	City of Dexter	City of Dexter			Medical
2400069	01/15/24	316 McCormick Pl	City of Dexter	City of Dexter			Fire Alarm
2400070	01/15/24	7626 Forest St	City of Dexter	City of Dexter			Medical
2400072	01/15/24	2500 Bishop Cir	City of Dexter	City of Dexter			Medical
2400077	01/17/24	3457 Huron View Ct	City of Dexter	City of Dexter			Medical
2400080	01/17/24	7610 3rd St	City of Dexter	City of Dexter			Medical
2400085	01/18/24	3242 Alpine St	City of Dexter	City of Dexter			Medical
2400091	01/20/24	411 Cedars Ln	City of Dexter	City of Dexter			Medical
2400098	01/21/24	2260 Melbourne Ave 1302	City of Dexter	City of Dexter			Public Service
2400118	01/26/24	2260 Melbourne Ave 1302	City of Dexter	City of Dexter			Public Service
2400120	01/27/24	608 Boardwalk Ln	City of Dexter	City of Dexter			Pub Ed
2400121	01/28/24	7635 3rd Street	City of Dexter	City of Dexter			Medical
2400131	01/30/24	7222 W Huron River Dr	City of Dexter	City of Dexter			Fire Alarm
2400132	01/30/24	2500 Bishop Cir	City of Dexter	City of Dexter			Medical
2400135	01/31/24	7960 Grand St	City of Dexter	City of Dexter			Public Service
2400136	01/31/24	7960 Grand st	City of Dexter	City of Dexter			Public Service
2400002	01/01/24	10040 Stinchfield Woods Rd	Dexter TWP	Dexter Twp			Medical
2400003	01/02/24	7415 Dexter Pinckney Rd	Dexter TWP	Dexter Twp			Medical
2400014	01/04/24	7415 Dexter Pinckney Rd	Dexter TWP	Dexter Twp			Medical
2400015	01/05/24	13414 Oakridge Ln	Dexter TWP	Dexter Twp	Received	Chelsea	Medical
2400020	01/07/24	10865 N Territorial Rd	Dexter TWP	Dexter Twp			Fire Alarm
2400023	01/07/24	4335 Dexter Pinckney	Dexter TWP	Dexter Twp			Burn Complaint
2400030	01/09/24	10865 N Territorial Rd	Dexter TWP	Dexter Twp			Medical
2400031	01/09/24	7227 Mountain Ridge Rd	Dexter TWP	Dexter Twp	Received	Scio	Structure Fire
2400032	01/10/24	10865 N Territorial Rd	Dexter TWP	Dexter Twp			Medical
2400033	01/10/24	13953 Gilbert Dr	Dexter TWP	Dexter Twp	Received	Chelsea	Fire Alarm
2400034	01/10/24	8801 N Territorial Rd	Dexter TWP	Dexter Twp			Medical
2400040	01/12/24	11654 Island Lake Rd	Dexter TWP	Dexter Twp			Fire Alarm
2400044	01/12/24	Wylie & Island Lake Rd	Dexter TWP	Dexter Twp			MVA
2400045	01/12/24	North Territorial Rd / Dexter Townhall Rd	Dexter TWP	Dexter Twp			Public Service

2400048	01/12/24	7887 Sauer	Dexter TWP	Dexter Twp	Received	Chelsea	Wires
2400054	01/13/23	9465 Hidden Lake Cir	Dexter TWP	Dexter Twp			CO
2400055	01/13/24	9800 Toma Rd	Dexter TWP	Dexter Twp			Wires
2400059	01/13/24	13414 Oakridge Ln	Dexter TWP	Dexter Twp			Medical
2400061	01/13/24	10404 Island Lake Rd	Dexter TWP	Dexter Twp			Medical
2400064	01/14/24	8750 Glenbrook Rd	Dexter TWP	Dexter Twp	Received	Chelsea	Medical
2400071	01/15/24	9986 Winston Dr	Dexter TWP	Dexter Twp			Medical
2400075	01/16/24	N Lake Rd / Sauer Dr	Dexter TWP	Dexter Twp			MVA
2400081	01/17/24	13606 Orchard Cr	Dexter TWP	Dexter Twp	Received	Chelsea	Medical
2400082	01/18/24	5894 Dexter Pinckney Rd	Dexter TWP	Dexter Twp			Medical
2400083	01/18/24	13414 Oak Ridge Ln	Dexter TWP	Dexter Twp	Received	Chelsea	Medical
2400084	01/18/24	4648 Dexter Pinckney Rd	Dexter TWP	Dexter Twp			Medical
2400092	01/21/24	10404 Island Lake Rd	Dexter TWP	Dexter Twp			Medical
2400095	01/21/24	8521 2nd St	Dexter TWP	Dexter Twp			Medical
2400096	01/21/24	Dexter Pinckney Rd / Bell Rd	Dexter TWP	Dexter Twp			Public Service
2400100	01/22/24	10404 Island Lake Rd	Dexter TWP	Dexter Twp			Public Service
2400102	01/23/24	9672 Daisy Ln	Dexter TWP	Dexter Twp			Medical
2400104	01/23/24	E Stoney Field Dr / Wylie Rd	Dexter TWP	Dexter Twp			MVA
2400106	01/23/24	North Territorial Rd / Dexter Townhall Rd	Dexter TWP	Dexter Twp			MVA
2400108	01/24/24	14290 Mckinley Rd	Dexter TWP	Dexter Twp	Received	Chelsea	Medical
2400110	01/24/24	8441 Thurston Rd	Dexter TWP	Dexter Twp			Medical
2400115	01/26/24	848 Sarah Dr	Dexter TWP	Dexter Twp			Medical
2400123	01/28/24	13358 Rainbow drive	Dexter TWP	Dexter Twp			Oder Investigation
2400124	01/28/24	9629 Portage Lake Ave	Dexter TWP	Dexter Twp			Medical
2400127	01/29/24	13042 Bolen Ct	Dexter TWP	Dexter Twp	Received	Chelsea	Medical
2400133	01/30/24	3074 Sandhill Dr	Dexter TWP	Dexter Twp			CO
2400134	01/30/24	3074 Sandhill Dr	Dexter TWP	Dexter Twp			Public Service
2400001	01/01/24	8104 Gingko Way	Lima TWP	Shared	Given	Chelsea	Medical
2400005	01/03/24	2580 Craig Rd	Scio TWP	Shared	Given	Scio	Medical
2400006	01/03/24	3941 Prospect Court	Scio TWP	Shared	Given	Scio	Structure Fire
2400007	01/03/24	8140 Main St (Fire Station)	City of Dexter	Shared			Medical
2400016	01/05/24	3430 E Pineview RD	Scio TWP	Shared	Given	Scio	Medical
2400018	01/06/24	195 Baker Rd	Scio TWP	Shared	Glven	Scio	Structure Fire
2400019	01/06/24	3430 E Pineview RD	Scio TWP	Shared	Given	Scio	Medical

2400021	01/07/24	7833 Baker Rd	Scio TWP	Shared	Given	Scio	CO
2400024	01/08/24	111 N 5th St	Ann Arbor City	Shared	Given	Ann Arbor City	Station Coverage
2400027	01/08/24	3430 Pineview Dr	Scio TWP	Shared	Given	Scio	Medical
2400028	01/08/24	20941 N Territorial Rd	Lyndon TWP	Shared	Given	Chelsea	Medical
2400029	01/08/24	3855 E Pineview Rd	Scio TWP	Shared	Given	Scio	Medical
2400035	01/10/24	9076 Willow Way	Lima TWP	Shared	Given	Chelsea	Medical
2400036	01/10/24	US-23 N MM39	Ann Arbor TWP	Shared	Given	Haz-Mat Team	Special Team Activation
2400043	01/12/24	Scio Church / Parker	Lima TWP	Shared	Given	Scio	MVA
2400046	01/12/24	3430 Pineview Rd	Scio TWP	Shared	Given	Scio	Medical
2400049	01/12/24	Hadley Rd / Bartell Rd	Dexter TWP	Shared	Given	Chelsea	MVA
2400068	01/14/24	3430 E Pineview RD	Scio TWP	Shared	Given	Scio	Medical
2400076	01/16/24	8346 Crab Apple Trl	Lima TWP	Shared	Given	Chelsea	Medical
2400087	01/19/24	8068 Beechwood Blvd	Lima TWP	Shared	Given	Chelsea	Structure Fire
2400089	01/20/24	11077 Darwood RD	Putnam TWP	Shared	Given	Putnam	Structure Fire
2400094	01/21/24	2380 Carpenter Rd	Pittsfield TWP	Shared	Given	Haz-Mat Team	Search for Missing Person
2400099	01/22/24	Island Lake / Dexter Chelsea Rd	Scio TWP	Shared	Given	Scio	MVA
2400107	01/24/24	555 1st Street	Lyndon TWP	Shared	Given	Chelsea	Fire Alarm
2400109	01/24/24	8005 Kurtland Ct	Scio TWP	Shared	Given	Scio	Gas Leak
2400112	01/25/24	555 1st Street	Lyndon TWP	Shared	Given	Chelsea	CO
2400113	01/25/24	700 S Parker	Scio TWP	Shared	Given	Scio	MVA
2400114	01/25/24	3250 W Michigan 36	Putnam TWP	Shared	Given	Putnam	Station Coverage
2400116	01/26/24	Baker Rd / Shield Rd	Scio TWP	Shared	Given	Scio	MVA
2400129	01/30/24	3319 The Glade St	Scio TWP	Shared	Given	Scio	Gas Leak
2400004	01/03/24	N Territorial Rd / Mast Rd	Webster TWP	Webster			MVA
2400008	01/04/24	4445 Walsh Rd	Webster TWP	Webster			Medical
2400009	01/04/24	3518 Barker Rd	Webster TWP	Webster			Wires
2400010	01/04/24	4357 Lori Lynn Ln	Webster TWP	Webster			Medical
2400011	01/04/24	5155 Jennings Rd	Webster TWP	Webster			Medical
2400013	01/04/24	8303 Chamberlin Rd	Webster TWP	Webster			Medical
2400017	01/06/24	2741 N Territorial	Webster TWP	Webster			Medical Alarm
2400025	01/08/24	8400 Cedar Hills Dr	Webster TWP	Webster			Fire Alarm
2400038	01/11/24	6192 Webster Church Rd	Webster TWP	Webster			Medical
2400039	01/12/24	9669 Hemitage Way Rd	Webster TWP	Webster			CO
2400041	01/12/24	7636 Scully RD	Webster TWP	Webster			Public Service



2400042	01/12/24	Mast / Gregory	Webster TWP	Webster			MVA
2400047	01/12/24	4302 Dinser Ln	Webster TWP	Webster			Wires
2400050	01/12/24	7482 Chamberline Rd	Webster TWP	Webster			Outside Fire
2400051	01/12/24	4245 Hawthorn Pl	Webster TWP	Webster			Medical
2400052	01/12/24	Mast Rd / Gregory	Webster TWP	Webster			MVA
2400056	01/13/24	8580 Merrill Rd	Webster TWP	Webster			CO
2400057	01/13/23	4952 Valentine Rd	Webster TWP	Webster			Wires
2400058	01/13/23	6192 Webster Church Rd	Webster TWP	Webster			medical
2400060	01/13/24	8580 Merrill Rd	Webster TWP	Webster			Public Service
2400062	01/13/24	Chamberlin Rd / N Territorial	Webster TWP	Webster			Wires
2400063	01/14/24	6715 N Maple	Webster TWP	Webster			CO
2400065	01/14/24	6715 N Maple	Webster TWP	Webster			CO
2400066	01/14/24	5775 Webster Church Rd	Webster TWP	Webster			Pub Ed
2400067	01/14/24	8351 Huron River Dr	Webster TWP	Webster			Medical
2400073	01/16/24	7171 Chamberlin Rd	Webster TWP	Webster			Public Service
2400074	01/16/24	8250 Gregory Rd	Webster TWP	Webster			Medical
2400078	01/17/24	8853 Hidden Woods Dr	Webster TWP	Webster			Medical
2400079	01/17/24	7136 Hickory Creek Dr	Webster TWP	Webster			Medical
2400086	01/18/24	4511 Pintail Ct	Webster TWP	Webster			Medical
2400088	01/19/24	4740 Joy Rd	Webster TWP	Webster			Medical
2400090	01/20/24	7940 North Territorial	Webster TWP	Webster			Medical
2400093	01/21/24	9064 Huron River Dr	Webster TWP	Webster			Medical
2400097	01/21/24	2741 N Territorial Rd	Webster TWP	Webster			Medical
2400101	01/23/24	4610 N Territorial Rd	Webster TWP	Webster			MVA
2400103	01/23/24	5551 N Territorial Rd	Webster TWP	Webster			Public Service
2400105	01/23/24	6778 Strawberry Lk	Webster TWP	Webster			Fire Alarm
2400111	01/24/24	5253 Mast Rd	Webster TWP	Webster			Medical
2400117	01/26/24	8309 North Territorial	Webster TWP	Webster			Medical
2400119	01/27/24	5711 Gregory Rd	Webster TWP	Webster			Fire Alarm
2400122	01/28/24	5520 N Territorial Rd	Webster TWP	Webster			Medical
2400125	01/29/24	7401 Wheeler Rd	Webster TWP	Webster			Medical
2400126	01/29/24	4848 Valentine Rd	Webster TWP	Webster			Medical
2400128	01/29/24	2741 N Territorial Rd W	Webster TWP	Webster			Public Service
2400130	01/30/24	2741 N. Territorial Rd	Webster TWP	Webster			Medical