

DEXTER TOWNSHIP

6880 DEXTER-PINCKNEY ROAD
DEXTER, MI 48130

TELEPHONE: 734-426-3767

FAX: 734-426-3833

WWW.DEXTERTOWNSHIP.ORG

DIANE RATKOVICH
SUPERVISOR

MICHELLE
STAMBOULELLIS
CLERK

MARIS METZ
TREASURER

JAMES DROLETT
LAURA SANDERS
KAREN SIKKENG
KAREN NOLTE
TRUSTEES

Draft Agenda for 18 May 2021 - 7:00 PM

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Roll Call/Supervisor's Remarks / Conflict of Interest Check**
4. **1st Call for Public Comment** *(Comment on items that are not on the agenda. The Board will entertain public comments on agenda items as they come up for discussion.)*
5. **Approval of the Agenda**
6. **Approval of the Minutes**
 - A. April 20, 2021 Regular Meeting **(Page 1-4)**
7. **Consent Agenda – None**
8. **Reports (Commission Introductions)**
 - A. Evan Pratt, Water Resource Commissioner, Drain Commission
9. **New Business**
 - A. Resolution to remove current Law Firm, Keusch, Flintoff & Fink, PLLC from service to Dexter Township as of May 31st, 2021.
 - B. Introduction to Secrest Wardle
 - C. Resolution to engage Secrest Wardle Legal Counsel with Mark Roberts as our primary contact. **(Pages 9-10)**
 - D. Approval of North Lake Fireworks Display. **(Pages 14-28)**
 - E. Approval of Dexter Township Development Agreement with LAG Development (La Fontaine) **(Separate attachment)**
 - F. **Funding Support Requests**
 1. Chelsea Senior Center **(Pages 31-33)**
 2. Dexter Senior Center **(Pages 36-40)**
 3. Western Washtenaw Area Value Express (WAVE) **(Page 44-46)**
 - G. **Consultants**
 1. Resolution to engage Woodhill Consulting Group **(Pages 50-56)**
 2. Resolution to engage ASE (American Society of Employment) **(Pages 59-75)**

- H. Discussion on Vacant Position.
- I. Discussion on renewal of lease for 6900 Dexter -Pinckney
- 10. **Authorization of Payments / Transfer of Funds**
 - A. General, Fire, Police, Fire Sub-Station, Multi-Lakes Enterprise & Agency Fund Payments
– Clerk Michelle Stamboulellis (*To be distributed via email. Second run to be distributed at Board meeting.*)
 - B. *Transfer of Funds*
- 11. **2nd Call for Public Comment**
- 12. **Other Issues, Comments and Concerns of Board Members & Staff**
- 13. **Future Agenda Items**
 - A. *Meeting with Chief Smith /DAFD/ International Fire Code*
 - B. *Cyber Security*
- 14. **Adjournment**

The next regularly scheduled monthly meeting of the Dexter Township Board is
Tuesday, June 15, 2021 at 7:00 PM

Items in Bold are attached. Items not in bold were not received in time to be included in the packet.

Attachments – Township: *NOTE: Listed items are attached to the packets for Board members, and posted on the Township website. Others can obtain copies of the reports by making a request to Township staff.*

- A. Supervisor's Report (none)
- B. Clerk's Report (To Be Distributed)
- C. Treasurer's Report (To Be Distributed)
- D. Trustees' Report (No report)
- E. Assessor's Report (No report)
- F. Director of Planning & Zoning Report / Zoning Board of Appeals Report (79-88)
- G. Planning Commission Report (none)
- H. **Personnel Policy Committee Report (none)**

Attachments – Other: *NOTE: Listed items are attached to the packets for Board members, and posted on the Township website. Others can obtain copies of the reports by making a request to Township staff, or to originating entity.*

- 1) Chelsea Area Construction Agency Report (No report)
- 2) Chelsea Area Fire Authority Report (No report)
- 3) Chelsea Area Planning/Dexter Area Regional Team Report (No report)
- 4) Chelsea District Library Report (No report)

- 5) Dexter Area Fire Department Report (Draft Minutes) ()
- 6) Dexter District Library Report ()
- 7) Huron River Watershed Council Report (No report)
- 8) Multi-Lakes Sewer Authority Report ()
- 9) Portage-Base Sewer Authority Report (No report)
- 10) Washtenaw Area Transportation Study (WATS) Report (No meeting, no report)
- 11) Washtenaw Area Value Express (WAVE) Report (97-100)
- 12) *Washtenaw Broadband Initiative Report (101-103)*
- 13) *Washtenaw County Road Commission Report (No report)*
- 14) Washtenaw County Sheriff Report ()
- 15) Western Washtenaw Recycling Authority Report (104-106)

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 Dexter Township Board.

Individuals with disabilities requiring auxiliary aids or services should contact the Dexter Township Board by writing or calling the Office Manager at the address and phone number printed at the top of this agenda.

Regular Meeting of the Dexter Township Board
Tuesday, April 20, 2021 7:00 PM

Location: *The meeting was a "virtual" meeting held over the Zoom platform, properly noticed as such and available for public participation.*

CALL to ORDER: Supervisor Ratkovich called the meeting to order at 7:07 PM.

PLEDGE of ALLEGIANCE: Omitted due to teleconferencing.

ROLL CALL: Present – Metz, Sanders, Sikkenga, Stamboulellis, Nolte, Drolett, and Ratkovich.

Absent – None.

Also present: David Rohr, Director of Zoning and Planning, and Janis Miller,
Recording Secretary.

SUPERVISOR'S REMARK/CONFLICT OF INTEREST: None.

1st CALL TO THE PUBLIC:

Opened public comment 7:09 PM

Jason Maciejewski, 8983 Starfield Ct. – District 1 County Commissioner

He updated the Board on the Broadband Task Force and the Rural Development Fund awarded by the FCC for Broadband in Washtenaw County. He also updated the Board on the ARP Funds from the Federal Government.

Kim Marinelli, 5775 Libby Ct.

She stated the Hartman Farms Homeowners Association is not operatable and wanted to know who could address the water/arsenic issues in the sub-division.

Kari Stroschein, 6922 Dexter Townhall Road

She wanted to know how to access the township website from her phone as she was unable to open the board page & packet that was posted for tonight's meeting. Asked if website provider could make it more friendly.

Chris Ockerman, 3142 Wylie Road

Lives on Wylie south of Island Lake and would love to support any board action that would go to improve that section of Wylie.

Close public comment 7:18 PM

APPROVAL of the AGENDA:

Motion by Drolett to approve the agenda as amended. Motion second by Sanders.

Motion carried.

APPROVAL of the MINUTES:

Motion by Sikkenga to approve the Special Meeting minutes of March 30, 2021. Motion second by Metz. **Motion carried.**

Motion by Sikkenga to approve the minutes of April 15, 2021. Motion second by Metz.
Motion carried.

CONSENT AGENDA: None.

REPORTS (oral presentations): None.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

A. Appointments

Correction to appointment of Mark Ford serving on the Dexter Area Fire Authority Board.

Motion by Metz to appoint Mark Ford, as representative to the Dexter Area Fire Board, to serve the remainder of a term that expires April 15, 2023. Motion second by Sanders.

Amendment by Drolett to retract the current appointment of Mark Ford to a term ending in 2026. Sikkenga seconds the amendment to the motion.

Roll Call Vote: Yea – Drolett, Sanders, Nolte, Sikkenga, Stamboulellis, Metz, Ratkovich;
Nays – None; Absent – None. **Motion carried 7-0.**

B. WWRA Operating fees for new dwellings

Discussion: The resolution heading stated "Recycling Fees for New Dwelling Units" and the text addressing all dwelling units. The WWRA fee of \$31.00 has not been approved by the Board of Public Works or the Board of Commissioners. Amending of Resolution #21-607 to state "reassessing the fee to not exceed \$31.00 for August 1, 2021 through July 31, 2026, for new and existing dwellings".

Motion by Drolett to approve Resolution #21- 607, with the changes that were recommended to the resolution. Motion second by Stamboulellis.

Roll Call Vote: Yea – Metz, Stamboulellis, Sikkenga, Nolte, Drolett, Ratkovich, Sanders;
Nays – None; Absent – None. **Motion carried 7-0.**

C. 2021 Fee Schedule amendment for WWRA Operating Fee for new dwellings

Motion by Sikkenga to table the 2021 Fee Schedule amendment until WWRA sets the new

Special Assessment fee. Motion second by Nolte.

Discussion: Harley Rider explained that the motion is only for new construction as new homes built during the active period [5 years] of a special assessment cannot be added to the assessment roll and would pay the fee set at time of the permit to build for the entire term of the assessment.

Roll Call Vote: Yea – Drolett, Sanders, Nolte, Sikkenga, Stamboulellis, Metz, Ratkovich;
Nays – None; Absent – None. Motion carried 7-0.

D. Permit for Fireworks

The applicant did not complete the application so this will be addressed on the May agenda.

E. Discussion – Multi Lakes Water and Sewer Authority

Overpayment on Bond 1 is \$538,142.00, for which MLWSA is asking a refund. As Dexter Township is the guarantor on the third bond, if MLWSA defaults on the bond, then Dexter Township would be liable for about 1 million dollars. There is no clear legal opinion from the township's attorney on the issue. Given the past errors of the Board some oversight is needed until MLWSA is stable and in good financial standing. Possibly making payments to MLWSA using performance clauses, and paid out over a 5-year period, which protects Dexter Township residents.

F. Washtenaw County Road Commission agreement with Dexter Township

Discussion: Consideration of two proposals, one \$72,214.66 and one \$104,814.66. Extending work on Wylie Road south of Island Lake. There are almost 40 miles of local roads, about 26 miles unpaved and about 13 miles paved. Local road repair and maintenance is generally funded by local townships general fund, special assessment districts or millage. There is a \$32,500.00 match from the Road Commission. Deferred maintenance on Dexter Township roads is approaching 4.3 million dollars. The Road Commission says there is no cost savings to doing Wylie Road south of Island Lake when doing Wylie Road north of Island Lake. Need for a long range plan for Dexter Township roads.

Public Comments Opened 8:18 PM

Jason Maciejewski, 8983 Starfield Ct. – District 1 County Commissioner

He thanked the board for considering more comprehensive solutions as well as a longer-range plan for the township. He stated he would be happy to work with township officials in advocating the Road Commission to be part of a long-range plan.

Chris Ockerman, 3142 Wylie Road

He wanted to know why the north part of Wylie Road was a priority and not the south part of Wylie Road.

Sikkenga responded that there wasn't transparency from the Road Commission as to how roads are classified but apparently not based on use.

Motion by Nolte to approve the WCRC AGREEMENT, Resolution #21-608, as presented by WCRC, in the amount of \$72,214.66, and to authorize the Supervisor to sign the contract. Motion second by Metz.

Roll Call Vote: Yea – Sanders, Nolte, Sikkenga, Metz;

Nays – Drolett, Stamboulellis, Ratkovich; Absent – None. Motion carried 4-3.

Drolett explained his no vote: Nothing has been done to that south of Island Lake stretch of Wylie Road in 15 years and the residents want resolution.

Stamboulellis explains her no vote: I believe the other 1/3 should be taken care of and I'm an advocate for the new drivers.

Ratkovich would like to get the whole thing done.

AUTHORIZATION of PAYMENTS/TRANSFER of FUNDS – Treasurer Metz

Motion by Metz to authorize payment in the amounts of: \$60,445.99 for General Fund, \$74,022.43 for Fire Fund, \$41,904.99 for Police Fund, \$3,160.50 for Agency fund, and \$32,247.92 April gross payroll. Grand total including payroll is \$179,533.91. Motion second by Stamboulellis.

Roll Call Vote: Yea – Metz, Sikkenga, Nolte, Sanders, Drolett, Stamboulellis, Ratkovich;

Nays – None; Absent – None. Motion carried 5-2.

2nd CALL TO THE PUBLIC:

Jason Maciejewski, 8983 Starfield Ct. – District 1 County Commissioner

He thanked the Board for considering the project south of Island Lake Road and he reiterated he would work to advocate to The County Road Commission for our roads.

OTHER ISSUES, COMMENTS and CONCERNS of BOARD MEMBERS & STAFF: None.

FUTURE AGENDA ITEMS:

Single Hauler Trash Ordinance

ADJOURNMENT

Motion by Drolett to adjourn the meeting. Motion second by Sikkenga.

The meeting was adjourned at 8:34 PM.



DEXTER TOWNSHIP

AGENDA ITEM SUMMARY

MEETING OF: Township Board of Trustees 18 May 2021

Agenda Item Title: Remove Law Firm Keusch, Flintoff and Fink PLLC from service to Dexter Township

Submitted by:
Executive Committee

Explanation of Agenda Item: Dexter Township is seeking more responsive and diverse legal counsel with a lower monetary expense to the township.

Fiscal or Resource Considerations: YES _____ NO ☒ _____
Does this agenda item require the expenditure of funds? YES _____ NO ☒ _____
If YES, are funds budgeted? YES _____ NO _____
Are staff or other resources required? YES _____ NO ☒ _____
Is a budget amendment required? YES _____ NO ☒ _____

Attachments:

Letter of Engagement

Staff Comments:

Current cost is \$500.00 monthly stipend.
Additional \$315.00 an hour (Flintoff)
Additional \$265.00 an hour (Fink)

Motion/Action/Recommendation:

Motion to Approve Removing Keusch, Flintoff and Fink PLLC

Dexter Township Resolution # 21-XXX

A resolution to Remove Lawn Firm Keusch, Flintoft and Fink P.L.L.C. from service as the legal counsel for Dexter Township.

WHEREAS, Dexter Township is seeking new legal representatives to represent and protect the health, safety and welfare of citizens in Dexter Township; and

WHEREAS, Dexter Township is seeking more responsive and diverse legal counsel with a lower monetary expense to the township; and

WHEREAS, Dexter Township will remove Keusch, Flintoft and Fink P.L.L.C from representing Dexter Township as our primary lawyer and also requesting all of Dexter Township Files – pertaining to the Township of Dexter – be forwarded over to us; and

NOW, THEREFORE, BE IT RESOLVED THAT the Dexter Township Board, by a vote of the majority at a regularly scheduled and duly noticed meeting held this 20th day of May, 2021, gives authorization to Supervisor Ratkovich to sign letter of dismissal of legal services of Keusch, Flintoft and Fink P.L.L.D., for Dexter Township, to end legal representation to Dexter Township on the 31st day of May, 2021.

Resolution offered by

Resolution seconded by

Roll call vote:

Yeas:

Nays:

Abstain:

Absent: None

Tally Y = ; N = ; Abstain = ; Absent =

The Supervisor declared the resolution adopted.

CERTIFICATE

The undersigned, being the duly elected and acting Clerk of the Township of Dexter hereby certifies that the foregoing resolution was duly adopted at a regular meeting of the Dexter Township Board at which a quorum was present on the 20th day of May, 2020, and that the members voted thereon as hereinbefore set forth.

Michelle Stamboulellis, Clerk



DEXTER TOWNSHIP

AGENDA ITEM SUMMARY

MEETING OF: Township Board of Trustees 18 May 2021

Agenda Item Title: Engage Secrest Wardle as legal Representatives of Dexter Township.

Submitted by:

Executive Committee

Explanation of Agenda Item: Dexter Township is seeking more responsive and diverse legal counsel with a lower monetary expense to the township.

Fiscal or Resource Considerations: YES ☒ NO ☐

Does this agenda item require the expenditure of funds? YES ☒ NO ☐

If YES, are funds budgeted? YES ☒ NO ☐

Are staff or other resources required? YES ☐ NO ☒

Is a budget amendment required? YES ☐ NO ☒

Attachments:

Letter of Engagement

Staff Comments:

Fees: No monthly stipend. \$165.00 an hour.

We will have Mark Roberts as our primary lawyer. Mark has a diverse background in Municipal work and has a firm of 70 lawyers with backgrounds in water and sewer, land division, land preservation, growth and development and more representing Dexter Township.

Web site : www.secrestwardle.com

Motion/Action/Recommendation:

Motion to Approve allow Supervisor to Sign Letter of Engagement and Approve Secrest Wardle as Legal Representatives for Dexter Township.

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May 11, 2021

30903 Northwestern Highway
P.O. Box 3040
Farmington Hills, MI 48333-3040
Tel: 248-851-9500
Fax: 248-851-2158
www.secretwardle.com

Derk W. Beckerleg
Direct: 248-539-2808
dbeckerleg@secretwardle.com

Dexter Township
Attention: Supervisor Diane Ratkovich
6880 Dexter-Pinckney Road
Dexter, MI 48130

RE: Legal Services for Dexter Township

Dear Supervisor Ratkovich:

It is my pleasure to forward this retainer letter to you confirming the Township Board's selection of Secret Wardle to provide General Counsel legal services to the Township of Dexter. Specifically, commencing on the date that both Secret Wardle and the Township of Dexter sign this retainer letter, Secret Wardle will provide General Counsel legal services to Dexter Township and all the services and tasks incidental thereto. Dexter Township will pay to Secret Wardle an hourly rate of \$160.00 per hour for legal services provided by attorneys and \$95.00 per hour for services provided by a paralegal, plus costs, which amounts will be payable to Secret Wardle by Dexter Township monthly. The minimum charge for all services, including telephone calls, shall be one-tenth (.1) of an hour. Costs will include, but not be limited to:

1. Mileage at current IRS rate;
2. Overnight mail services and postage charges (actual costs);
3. Advanced costs such as long distance telephone charges, copy charges (\$.20 per page/\$1.00 per page for color copies or actual costs if using a copy service), facsimile charges of \$1.50 per page and filing fees.

Costs will be billed at the actual cost without an add-on multiplier or administrative fee. Detailed monthly billing statements will be provided by Secret Wardle to Dexter Township, specifically listing the attorney and/or paralegal performing the legal services, the date performed, description and time expended for each service.

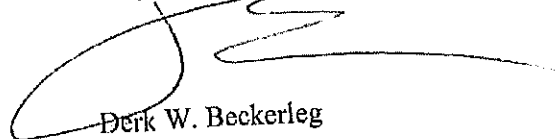
Mark Roberts will be the initial contact person and will be the principal attorney providing General Counsel legal services to Dexter Township, however, on occasion other Secret Wardle attorneys may provide legal services in the event that Mr. Roberts is unavailable.

Dexter Township or Secret Wardle can terminate this Agreement with thirty (30) days written notice to the other party, with Secret Wardle to be paid by Dexter Township for services rendered through the termination date.

It has been a pleasure working with you and the Township Board to effectuate Secret Wardle becoming the General Counsel for Dexter Township and Secret Wardle looks forward to a long and successful relationship with Dexter Township in that regard. If you find this agreement satisfactory, it would be greatly appreciated if you could sign the letter below and return the same to my office.

Thank you very much for your cooperation and courtesy. Should you have any questions and/or need any additional clarification with respect to anything contained herein, please do not hesitate to contact me.

Very truly yours,



Derk W. Beckerleg

DWB:jew

DEXTER TOWNSHIP HEREBY AGREES TO THE TERMS AND CONDITIONS CONTAINED IN THIS LETTER REGARDING SECRET WARDLE'S PROVIDING GENERAL COUNSEL LEGAL SERVICES TO DEXTER TOWNSHIP.

TOWNSHIP OF DEXTER

Date : _____, 2021

By : _____
Diane Ratkovich

Its : Supervisor

Dexter Township Resolution # 21-XXX

A resolution to Engage Seacrest Wardle as the legal counsel for Dexter Township.

WHEREAS, Dexter Township is seeking new legal representatives to represent and protect the health, safety and welfare of citizens in Dexter Township; and

WHEREAS, Dexter Township is seeking more responsive and diverse legal counsel with a lower monetary expense to the township; and

WHEREAS, Dexter Township will have Mark Roberts as our primary lawyer who has a diverse background in Municipal work and has a firm of 70 lawyers with backgrounds in water and sewer, land division, land preservation, growth and development and more to represent Dexter Township; and

NOW, THEREFORE, BE IT RESOLVED THAT the Dexter Township Board, by a vote of the majority at a regularly scheduled and duly noticed meeting held this 20th day of May, 2021, gives authorization to Supervisor Ratkovich to sign letter of engagement with Seacrest Wardle, for Dexter Township, to begin representing Dexter Township on the 18th day of May, 2021.

Resolution offered by

Resolution seconded by

Roll call vote:

Yeas:

Nays:

Abstain:

Absent: None

Tally Y = ; N = ; Abstain = ; Absent =

The Supervisor declared the resolution adopted.

CERTIFICATE

The undersigned, being the duly elected and acting Clerk of the Township of Dexter hereby certifies that the foregoing resolution was duly adopted at a regular meeting of the Dexter Township Board at which a quorum was present on the 20th day of May, 2020, and that the members voted thereon as hereinbefore set forth.

Debra A. Ceo, Clerk



DEXTER TOWNSHIP

AGENDA ITEM SUMMARY

MEETING OF: Township Board of Trustees 18 May 2021

Agenda Item Title: North Lakes Fireworks Display

Submitted by:

Executive Committee

Explanation of Agenda Item: David B. Steinbach has submitted a completed approval package to be approved by the Dexter Township Board

Fiscal or Resource Considerations: YES ☐ NO ☒

Does this agenda item require the expenditure of funds? YES ☐ NO ☒

If YES, are funds budgeted? YES ☐ NO ☐

Are staff or other resources required? YES ☐ NO ☒

Is a budget amendment required? YES ☐ NO ☒

Attachments:

Completed package (15 pages)

Staff Comments:

Motion/Action/Recommendation:

Motion to Approve North Lake Fireworks Presentation on July 3, 2021 (rain date July Forth)

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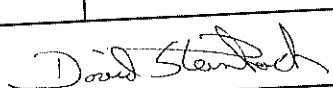
NORTH LAKE
emailed 4/20

Dexter Township Fireworks Display Application Check List

- ☒ Completed and Signed Fireworks Display Application
(Note: Per ATF regulations, only applications supplied by the township will be accepted.)
 - ☒ Number and types of fireworks proposed to be displayed (if not listed on application.)
 - ☒ Detailed map indicating the exact location of the proposed display.
 - ☒ Manner and place of storage prior to display – if storage is not proposed, indicate when and how the proposed fireworks will arrive at the display site.
 - ☒ Proof of training and qualifications (competency and proper federal Bureau of Alcohol, Tobacco, Firearms and Explosives (ATF) licenses or permits) for pyrotechnic operators and assistants.
 - ☒ Permit or license from the ATF that allows for the purchase, transfer, transportation and receipt of the proposed explosives.
 - ☒ Copy of bond or certificate of insurance naming Dexter Township as additionally insured in an amount not less than \$1,000,000.
- ☒ A general plan outlining how the display will be conducted including descriptions of specific measures that will be employed to ensure the safety of operators and spectators as well as for the management of vehicular and/or boat traffic before, during and after the display.
- ☒ For displays that will occur over a water body, an approved Michigan Department of Natural Resources, Law Enforcement Division "Marine Special Event Application and Permit" authorizing the proposed display. (Include both pages of the permit.)
- ☒ Letter of acknowledgement and approval for the display from the responding Fire Department (Dexter Area Fire Department)
- ☒ Letter of acknowledgement and approval for the display from the Washtenaw County Sheriff Department. This letter should include an acknowledgement of the date and rain date as well as statements indicating, if applicable, that the Marine Safety Division and Road Patrol officers will be able to provide adequate safety measures on the water and on the roads.

Application for Fireworks Other Than Consumer or Low Impact
Michigan Department of Licensing and Regulatory Affairs
Bureau of Fire Services
P.O. Box 30700
Lansing, MI 48909
(517) 241-8847

*Blank applications for
displays in Dexter
Township must be
obtained at the Township
Offices*

Authority: 2011 PA 256 Compliance: Voluntary Penalty: Permit will not be issued.		The Department of Labor and Economic Growth will not discriminate against any individual or group because of race, sex, national origin, color, marital status, disability, or political beliefs. If you need assistance with reading, writing, hearing, etc. under the Americans with Disabilities Act, you may make your needs known to this agency.	
<input type="checkbox"/> Agricultural or wildlife fireworks <input type="checkbox"/> Special effects manufactured for outdoor pest control or agricultural purposes		<input type="checkbox"/> Articles Pyrotechnic <input checked="" type="checkbox"/> Public Display <input type="checkbox"/> Display Fireworks <input type="checkbox"/> Private Display	
NAME OF APPLICANT David B. Steinbach		ADDRESS 13851 Sauer Dr., Gregory, MI 48137	
IF A CORPORATION, NAME OF PRESIDENT North Lake Area Community Service Organization		ADDRESS 13851 Sauer Dr., Gregory, MI 48137	
IF A NON-RESIDENT APPLICANT, NAME OF MICHIGAN ATTORNEY OR RESIDENT AGENT		TELEPHONE NUMBER	
NAME OF PYROTECHNIC OPERATOR David B. Steinbach		ADDRESS 13851 Sauer Dr., Gregory, MI 48137	
NO. YEARS EXPERIENCE 20 NO. DISPLAYS 20		WHERE North Lake, Dexter Township, MI	
NAME OF ASSISTANT		ADDRESS	
NAME OF OTHER ASSISTANT		ADDRESS	
EXACT LOCATION OF PROPOSED DISPLAY North Lake, Dexter Township, Washtenaw County (See attached map)			
DATE OF PROPOSED DISPLAY July 3, 2021 (Rain Date: 7/4/21)		TIME OF PROPOSED DISPLAY Dusk (approximately 10:00 p.m.)	
MANNER AND PLACE OF STORAGE, SUBJECT TO APPROVAL OF LOCAL FIRE AUTHORITIES, IN ACCORDANCE WITH NFPA 1123, 1124 & 1126 AND OTHER STATE OR FEDERAL REGULATIONS PROVIDE PROOF OF PROPER LICENSING OR PERMITTING BY STATE OR FEDERAL GOVERNMENT			
Product delivered within 24 hours of display. No storage required.			
AMOUNT OF BOND OR INSURANCE (To be set by local government) \$1,000,000		NAME OF BONDING CORPORATION OR INSURANCE COMPANY Company	
ADDRESS OF BONDING CORPORATION OR INSURANCE COMPANY 2 Address			
NUMBER OF FIREWORKS		KINDS OF FIREWORKS TO BE DISPLAYED (See Attached List)	
SIGNATURE OF APPLICANT 			



Michigan Department of Natural Resources - Law Enforcement Division

MARINE SPECIAL EVENT APPLICATION AND PERMIT

Issued under authority of Part 801, Marine, Part 811 ORV and Part 821 Snowmobile, of the Natural Resource and Environmental Protection Act, Act 451, P. A. of 1994, as amended. Failure to comply with the provisions of this Act is a misdemeanor and may result in fines and/or imprisonment.

DNR USE ONLY
Permit Number
M-21-11

APPLICANT: This completed and signed application must be received by the appropriate DNR office at least 30 days prior to the event, or the permit may not be authorized. Locations and addresses on next page.

Name of Applicant David Steinbach		Sponsoring Organization/Individual/Group North Lake Community Service Org.		Name of Person in Charge of Event David Steinbach	
Street Address 13851 Sauer Dr.		Street Address 13851 Sauer Dr.		Street Address 13851 Sauer Dr.	
City, State, ZIP Gregory, MI, 48137		City, State, ZIP Gregory, MI, 48137		City, State, ZIP GREGORY, MI, 48137	
Email Address steinbac@umich.edu		Email Address steinbac@umich.edu		Email Address steinbac@umich.edu	
Business Telephone (734)475-0119		Business Telephone (734)475-0119		Business Telephone (734)475-0119	
Event Date(s) (mm/dd/yyyy) If seasonal, attach proposed schedule 7/3/2021 (Backup date in the case of rain on the 4th: 7/4/2021)		Where will "Person in Charge" be during the event? On the Control Boat		How can "Person in Charge" be contacted during the event? Cell phone: (734)474-3241	
Event Starting and Finishing Times Start: 9:00 PM Finish: 11:00 PM					
Type of Event (Check appropriate boxes) <input checked="" type="checkbox"/> Marine - Pursuant to Section 80164 of Act 451, P.A. of 1994, as amended. <input type="checkbox"/> Canoe Race <input type="checkbox"/> Parade <input type="checkbox"/> Hydroplane Race <input type="checkbox"/> Offshore Race <input type="checkbox"/> Sailboat Race <input type="checkbox"/> Motorboat Race <input type="checkbox"/> Water Skiing <input checked="" type="checkbox"/> Fireworks* <input type="checkbox"/> Swimming <input type="checkbox"/> Raft Race <input type="checkbox"/> Sailboard <input type="checkbox"/> Other (Specify) _____ *Applicant must include copy of Fireworks Display Permit issued by local unit of government. <input type="checkbox"/> Off-Road Vehicle (ORV) - Pursuant to Section 81122 of Act 451, P.A. of 1994, as amended. <input type="checkbox"/> Bike <input type="checkbox"/> ORV <input type="checkbox"/> Other (specify) _____ <input type="checkbox"/> Snowmobile - Pursuant to Section 82119 of Act 451, P.A. of 1994, as amended.					
Location of Event - Body of Water (A map or diagram must be submitted with your application) North Lake <input checked="" type="checkbox"/> Inland Water <input type="checkbox"/> Great Lakes/Navigable Waters				Township Dexter	
County Washtenaw				Section(s) 	
Estimated Number of Vehicles 		Number of spectators (if applicable) 		Number of Event Participants 	
Do conditions require special law enforcement patrols? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Types of Medical Support Units (if any) 		Number of Medical Support Units 	

APPLICANT: Read all pages and attachments before certification and signature.

CERTIFICATION

I hereby certify that I have read, understand, and agree to abide by the conditions contained on page 2, governing this permit in the conduct of the operations under this permit, and that the information provided is true and accurate to the best of my knowledge.

March 15, 2021

Applicant Signature

Date

APPLICANT: Submit completed application along with a map or diagram of the location of the event to the appropriate District office at least 30 days prior to the event or permit may not be authorized. District office locations on next page.

FOR DNR USE ONLY

Investigation Findings & Recommendations

State any problems this event may cause, special equipment the event may require, special enforcement effort that may be required, special use permits, and where they may be obtained.

Annual event, no issues. Please see attached documentation provided by applicant.
Recommend Approval. Any DHHS orders on gatherings COVID 19 mandates must be followed.

CO Mike Drexler

60

CO Mike Drexler

04/06/2021

Investigating Officer (please print)

Badge Number

Signature

Date of Investigation (mm/dd/yyyy)

AUTHORIZATION

☒ **EVENT IS AUTHORIZED** for the date(s) and time(s) specified as long as conditions are complied with prior to and/or during stated event(s). Failure to meet all specified conditions automatically invalidates this permit and may subject permittee to prosecution.

Number of Law Enforcement Patrol Vehicles Authorized

Type

Special Conditions - See Page 2: 1 ☐ 2 ☐ 3 ☐ 4 ☒ 5 ☒ 6 ☒ 7 ☐ 8 ☒ 9 ☒ 10 ☐ 11 ☐ 12 ☒ 13 ☐

14 ☒ 15 ☒ 16 ☒ Other: **P/Lt. Todd Szyska**

☐ **EVENT IS NOT AUTHORIZED**

District Law/Permit Supervisor (Please print)

Signature

Date

4-12-21

ADDITIONAL CONDITIONS AND REQUIREMENTS

This permit is subject to the following conditions and requirements as indicated by the numbers checked in the "authorization" section.

1. Post a bond of sufficient amount to cover anticipated clean-up costs, in addition to other such penalties as may be stipulated by Part 89, Littering, of Act 451, P. A. 1994, as amended
2. Permittee must have proof of current American Power Boat Association membership in possession when testing watercraft
3. All participants must have American Power Boat Association approved personal flotation device or Coast Guard approved personal flotation device
4. Markers (buoys, trail markers, etc.) for intended event(s) must be placed on the day of event(s) and removed as soon after the completion of the scheduled event(s) as is practicable, except in cases where the State or Coast Guard buoy permit has been issued authorizing permanent establishments of buoys.
5. Any litter resulting from this event shall be cleaned up immediately after the event by the Permittee.
6. All craft participating in the event must have identification attached and the sponsor shall be responsible to have all craft removed from the area after the event
7. All fishing laws, rules and Director's Orders of the Michigan Department of Natural Resources, when applicable with this sanction, must be complied with
8. Sponsor of the event(s) shall publish in the local paper a Notice To Boaters that a hazardous condition will exist in the area during the fireworks display or other authorized event.
9. If another organization requests the use of these waters on one or more of the sanctioned dates, this authorization will be subject to review and possible cancellation for that date or dates.
10. No registration or license is required for ORVs and snowmobiles participating in a special event under authority of this permit
11. This event and vessels participating in this event SHALL NOT impede commercial shipping and must yield the right-of-way to any commercial ship
12. This permit does not authorize any special privileges regarding use of state-owned public access sites. Special Use Permits for public access sites must be obtained from the Michigan DNR, Parks and Recreation Division at 517-373-9900. Hours of operation and site rules will not be altered
13. This sanction is valid only if a resolution is obtained to waive the Special Watercraft ordinance on said body of water, and resolution must accompany this permit at time of application.
14. **LIABILITY** - Grantee hereby releases, waives, discharges and covenants not to sue the State of Michigan, its departments, officers, employees and agents, from any and all liability to Grantee, its officers, employees and agents, for all losses, injury, death or damage, and any claims or demands thereon, on account of injury to person or property, or resulting in death of Grantee, its officers, employees or agents, in reference to the activities authorized by this permit.
15. **INDEMNIFICATION** - Grantee hereby covenants and agrees to indemnify and save harmless, the State of Michigan, its departments, officers, employees and agents, from any and all claims and demands, for all loss, injury, death or damage, that any person or entity may have or make, in any manner, arising out of any occurrence related to (1) issuance of this permit, (2) the activities authorized by this permit, and (3) the use or occupancy of the premises which are the subject of this permit by the Grantee, its employees, contractors, or its authorized representatives.
16. **PENALTY** - The Michigan Department of Natural Resources reserves the right to cancel this permit at any time if conditions and requirements are not adhered to

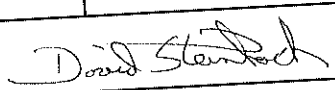
Michigan Department of Natural Resources Law Enforcement Division District Offices, and the Counties under District Jurisdiction

COUNTIES		DISTRICTS	COUNTIES		DISTRICTS
Baraga Dickinson Gogebic Houghton Iron	Keweenaw Marquette Menominee Ontonagon	DISTRICT 1 LAW ENFORCEMENT MARQUETTE CUSTOMER SERVICE CENTER MICHIGAN DEPARTMENT OF NATURAL RESOURCES 1090 US-41 SOUTH MARQUETTE MI 49855 TELEPHONE (900) 228-6561	Bay Gallot Huron Isabella Midland	Montcalm Saginaw Sanilac Tuscola	DISTRICT 6 LAW ENFORCEMENT BAY CITY CUSTOMER SERVICE CENTER MICHIGAN DEPARTMENT OF NATURAL RESOURCES 3500 STATE PARK DRIVE BAY CITY MI 48706 TELEPHONE (989) 684-9141
Alcona Chippewa Delta	Lucas Mackinac Schoolcraft	DISTRICT 2 LAW ENFORCEMENT NEWBERRY CUSTOMER SERVICE CENTER MICHIGAN DEPARTMENT OF NATURAL RESOURCES 5100 STATE HWY M-123 NEWBERRY MI 49868 TELEPHONE (800) 293-6131	Allegan Barry Berrien Cass Ionia Kalamazoo	Kent Muskegon Ottawa St. Joseph Van Buren	DISTRICT 7 LAW ENFORCEMENT PLAINWELL CUSTOMER SERVICE CENTER MICHIGAN DEPARTMENT OF NATURAL RESOURCES 021 NORTH 10th STREET PLAINWELL MI 49080 TELEPHONE (269) 885-8851
Alcona Antrim Charlevoix Cheboygan	Emmet Montmorency Ontonagon Presque Isle	DISTRICT 3 LAW ENFORCEMENT GAYLORD CUSTOMER SERVICE CENTER MICHIGAN DEPARTMENT OF NATURAL RESOURCES 1732 WEST M-32 GAYLORD MI 49735 TELEPHONE (989) 732-3541	Branch Calhoun Clinton Eaton Hillsdale Ingham	Lenawee Livingston Jackson Shiawassee Washtenaw	DISTRICT 8 LAW ENFORCEMENT LANSING CUSTOMER SERVICE CENTER MICHIGAN DEPARTMENT OF NATURAL RESOURCES 4166 LEGACY PARKWAY LANSING MI 48911 TELEPHONE (517) 284-4720
Benzie Grand Traverse Lake Leelanau Manistee	Mason Mecosta Nowaygo Oscoda Oscoda Wexford	DISTRICT 4 LAW ENFORCEMENT CADILLAC CUSTOMER SERVICE CENTER MICHIGAN DEPARTMENT OF NATURAL RESOURCES 8015 MACKINAW TRAIL CADILLAC MI 49601 TELEPHONE (231) 775-9727	Genesee Lapeer Macomb Monroe	Oakland St. Clair Wayne	DISTRICT 9 LAW ENFORCEMENT METRO DETROIT CUSTOMER SERVICE CENTER MICHIGAN DEPARTMENT OF NATURAL RESOURCES 1801 ATWATER DETROIT MI 48207 TELEPHONE (313) 396-6890
Alcona Arenac Clare Crawford Gladwin Iosco	Kalamazoo Missaukee Ogemaw Oscoda Roscommon	DISTRICT 5 LAW ENFORCEMENT ROSCOMMON CUSTOMER SERVICE CENTER MICHIGAN DEPARTMENT OF NATURAL RESOURCES 8717 NORTH ROSCOMMON ROAD ROSCOMMON MI 48853 TELEPHONE (989) 275-5151	MICHIGAN DNR WEBSITE: www.michigan.gov/dnr		

2021

Application for Fireworks Other Than Consumer or Low Impact
Michigan Department of Licensing and Regulatory Affairs
Bureau of Fire Services
P.O. Box 30700
Lansing, MI 48909
(517) 241-8847

*Blank applications for
displays in Dexter
Township must be
obtained at the Township
Offices*

Authority: Compliance: Penalty:	2011 PA 256 Voluntary Permit will not be issued.	The Department of Labor and Economic Growth will not discriminate against any individual or group because of race, sex, national origin, color, marital status, disability, or political beliefs. If you need assistance with reading, writing, hearing, etc. under the Americans with Disabilities Act, you may make your needs known to this agency.	
<input type="checkbox"/> Agricultural or wildlife fireworks <input type="checkbox"/> Special effects manufactured for outdoor pest control or agricultural purposes		<input type="checkbox"/> Articles Pyrotechnic <input checked="" type="checkbox"/> Public Display	<input type="checkbox"/> Display Fireworks <input type="checkbox"/> Private Display
NAME OF APPLICANT David B. Steinbach		ADDRESS 13851 Sauer Dr., Gregory, MI 48137	AGE (18 or Over) 61
IF A CORPORATION, NAME OF PRESIDENT North Lake Area Community Service Organization		ADDRESS 13851 Sauer Dr., Gregory, MI 48137	
IF A NON-RESIDENT APPLICANT, NAME OF MICHIGAN ATTORNEY OR RESIDENT AGENT		ADDRESS	TELEPHONE NUMBER
NAME OF PYROTECHNIC OPERATOR David B. Steinbach		ADDRESS 13851 Sauer Dr., Gregory, MI 48137	AGE (18 or Over) 61
NO. YEARS EXPERIENCE 20	NO. DISPLAYS 20	WHERE North Lake, Dexter Township, MI	
NAME OF ASSISTANT		ADDRESS	AGE
NAME OF OTHER ASSISTANT		ADDRESS	AGE
EXACT LOCATION OF PROPOSED DISPLAY North Lake, Dexter Township, Washtenaw County (See attached map)			
DATE OF PROPOSED DISPLAY July 3, 2021 (Rain Date: 7/4/21)		TIME OF PROPOSED DISPLAY Dusk (approximately 10:00 p.m.)	
MANNER AND PLACE OF STORAGE, SUBJECT TO APPROVAL OF LOCAL FIRE AUTHORITIES, IN ACCORDANCE WITH NFPA 1123, 1124 & 1126 AND OTHER STATE OR FEDERAL REGULATIONS PROVIDE PROOF OF PROPER LICENSING OR PERMITTING BY STATE OR FEDERAL GOVERNMENT			
Product delivered within 24 hours of display. No storage required.			
AMOUNT OF BOND OR INSURANCE (To be set by local government) \$1,000,000		NAME OF BONDING CORPORATION OR INSURANCE COMPANY Compamy	
ADDRESS OF BONDING CORPORATION OR INSURANCE COMPANY		2 Address	
NUMBER OF FIREWORKS	KINDS OF FIREWORKS TO BE DISPLAYED		
	(See Attached List)		
SIGNATURE OF APPLICANT 			

Dexter Township - 2013



Order #051838

Page 1 of 2

Email Invoice: As Submitted

Remit Payments To:

ACE Pyro
P.O. Box 2
Manchester, MI 48158

4-MI-161-20-7D-12625

Bill To:

David Blake Steinbach
13851 Sauer Dr.
Gregory, MI 38137

4-MI-093-54-2F-00741

Pick up at ACE Pyro:

David Blake Steinbach

Qty	Part Number	Manufacturer	Description	Pkg	List Price	Your Price	Line Total
Professional Fireworks							
1	LDC181-100	Lidu	100's Blue Scenery (30 sec.)	4/1	\$169.47	\$127.10	\$127.10 T
1	LDC146-100	Lidu	100'S Crackling W/Coconut Tree Pistil	1/1	\$110.86	\$83.14	\$83.14 T
1	LDC180-100	Lidu	100's Green Scenery (30 sec.)	4/1	\$169.47	\$127.10	\$127.10 T
1	LDC872-100	Lidu	100'S Red Scenery/100'S White Scenery/100'S Blue Scenery/100'S Salute w/Tail (30 Sec each)	4/1	\$154.88	\$116.16	\$116.16 T
1	LDC240-100B	Lidu	100'S Titanium Salute	1/1	\$152.67	\$114.50	\$114.50 T
1	LDC214-150	Lidu	150's Golden Fish w/Blue Bouquet	1/1	\$200.63	\$150.47	\$150.47 T
1	CP001-19	Crown Pyro	19 Shots Green Blink w/Wave Palm Pistil (30 Sec.)	6/1	\$107.79	\$80.84	\$80.84 T
1	LDD128	Lidu	2" 50's Peanut Gold Willow (25 sec.)	1/1	\$178.56	\$133.92	\$133.92 T
1	CP149-25	Crown Pyro	25 Shots Red, White & Blue Comet to Report (6 Sec.)	12/1	\$136.55	\$102.41	\$102.41 T
1	LDC655	Lidu	280's Vertical Three Pace Whistle & Golden Crackle Chrys	1/1	\$167.69	\$125.77	\$125.77 T
1	LDA560	Lidu	600's "R" Brocade Crown Tail	1/1	\$145.47	\$109.10	\$109.10 T
1	CP028-81	Crown Pyro	81 Shots Colorful Flying Stars (28 Sec.)	1/1	\$100.42	\$75.32	\$75.32 T
1	LDD110	Lidu	2" 50's Multi-Color Peony Finale w/Silver Tail	1/1	\$113.17	\$84.88	\$84.88 T
1	LDD117	Lidu	2" 50'S Peanut Multi Color Peony Finale	1/1	\$197.74	\$148.30	\$148.30 T
1	LDC245-52	Lidu	52's Poison Spider	1/1	\$219.11	\$164.33	\$164.33 T
1	LDD223	Lidu	2.5" 36's Green Peony w/Red Bees Mines (30 sec.)	1/1	\$171.39	\$128.54	\$128.54 T
1	LDD324	Lidu	2.5" 36's Peanut Red/Salute, White/Salute, Blue/Salute	1/1	\$209.98	\$157.48	\$157.48 T
1	3CP100A-A	Crown Pyro	3" Assorted Shells-A w/Tail (36 Effects)	72/1	\$306.16	\$229.62	\$229.62 T
1	3CP101	Crown Pyro	3" Strobe & Crown Assortment	72/1	\$355.22	\$266.42	\$266.42 T
1	SLD9051B-A	Lidu	5" Assorted Shells-A w/Rising Flowers Tail	18/1	\$309.90	\$232.42	\$232.42 T
1	SLD9052-W	Lidu	5" Big Willow Assortment (3 Effects)	18/1	\$288.56	\$216.42	\$216.42 T
3	5YF1151100-p	Yung Feng	5" Flying Dragon (Single Item)	1/1	\$38.77	\$29.08	\$87.23 T
5	5YF1151504-p	Yung Feng	5" Green Jellyfish (Single Item)	1/1	\$39.72	\$29.79	\$148.95 T
5	5YF551200-p	Yung Feng	5" Revolving Dragons (Single Item)	1/1	\$38.78	\$29.08	\$145.42 T
3	5VSS128-p	Vulcan	5" Ruby Red to Brocade (Single Item)	1	\$24.73	\$18.55	\$55.64 T
1	SLD6000	Lidu	5" Spider Assortment (3 Effects)	18/1	\$297.06	\$222.80	\$222.80 T
1	5YF8380-B	Yung Feng	5" Yung Feng Assortment B (Value Assortment)	24/1	\$762.80	\$572.10	\$572.10 T
1	6YF714445	Yung Feng	6" 1/4 Magenta, Lemon, Aqua, Orange Peony w/Crossing Nishiki Kamuro Circles	9/1	\$487.71	\$365.78	\$365.78 T
1	6CP100A-C	Crown Pyro	6" Assorted Shells-C w/Tail (Willow)	9/1	\$205.38	\$154.04	\$154.04 T
1	6LD9061B-D	Lidu	6" Assorted Shells-D w/Rising Flowers Tail	9/1	\$264.22	\$198.16	\$198.16 T
1	6VSS199B	Vulcan	6" Blue, White, Red, Salute, Loud Salute (Timed)	9/1	\$322.88	\$242.16	\$242.16 T
1	6YF1151100	Yung Feng	6" Flying Dragon	9/1	\$569.94	\$427.46	\$427.46 T
1	6YF562361	Yung Feng	6" Golden Coconut to Magenta Crown Flowers	9/1	\$472.31	\$354.23	\$354.23 T
1	6VSS125A	Vulcan	6" Green to Brocade	9/1	\$346.25	\$259.69	\$259.69 T
1	6CP178	Crown Pyro	6" Red & Blue Dahlia w/White Glitter Pistil	9/1	\$190.52	\$142.89	\$142.89 T
1	6LD3033	Lidu	6" Red Bees w/Tail	9/1	\$189.00	\$141.75	\$141.75 T
1	6YF8442-A	Yung Feng	6" Yung Feng Premium Assortment A (9 Effects)	9/1	\$541.25	\$405.94	\$405.94 T
1	3CPDC228	Crown Pyro	3" Chained Assorted Red, White, Blue (2 sec. delay chains)	6/12	\$320.36	\$240.27	\$240.27 T
1	3CPC210	Crown Pyro	3" Chained Brocade Crown	6/12	\$363.27	\$272.45	\$272.45 T
1	3VSC5100E	Vulcan	3" Chained Pixie Dust Willow	6/12	\$559.51	\$419.63	\$419.63 T
1	3CPDC213	Crown Pyro	3" Chained Time Rain Willow (2 sec. delay chains)	6/12	\$320.36	\$240.27	\$240.27 T
1	5VSY201A	Vulcan	5" Tourbillion to Blue Bombard & Red Stars (Cylinder)	9/1	\$366.15	\$274.61	\$274.61 T
Equipment & Supplies							
25	3gun		3" Fiberglass Tube (Length: 450mm, Color: Orange)	1/1	\$4.99	\$4.99	\$124.75 T
36	5gun		5" Fiberglass Tube (Length: 800mm, Color: Green)	1/1	\$13.45	\$13.45	\$484.20 T

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Order #051838

Page 2 of 2

Email Invoice: As Submitted

Qty	Part Number	Manufacturer	Description	Pkg	List Price	Your Price	Line Total
15	6gun		6" Fiberglass Tube (Length: 900mm, Color: Blue)	1/1	\$17.76	\$17.76	\$266.40 T

	Professional Fireworks	Consumer Fireworks	Articles Pyrotechnic	Total Savings
	25% (\$2781.92)	10%	25%	\$2781.92

List Price Subtotal	12003.01
Volume Discount Savings	-\$2781.92
Subtotal	\$9221.09
Applicable Sales Tax	\$553.26

Total	\$9774.35
Adjustments	\$0.00
Less Payments Received	-\$0.00

Balance Due \$9774.35

Our 3% cash discount will be removed for Credit or PayPal payments. **Balance Due \$10076.65**

Customer Notes

Order Notes

WARNINGS

1. As provided in Title XI of the Organized Crime Control Act of 1970 (18 U.S.C. § 842), it is unlawful for any person who (1) is under indictment for, or has been convicted in any court of, a crime punishable by imprisonment for a term exceeding 1 year; (2) is a fugitive from justice; (3) is an unlawful user of, or addicted to, any controlled substance (as defined in section 102 of the Controlled Substances Act (21 U.S.C. 802)); (4) has been adjudicated as a mental defective or has been committed to a mental institution; to ship, transport, or receive any explosive material in interstate or foreign commerce; (5) is an alien other than an alien who is lawfully admitted for permanent residence (as that term is defined in section 101(a)(20) of the Immigration and Naturalization Act); or meets any other exception under section 842(i)(5); (6) has been discharged from the armed forces under dishonorable conditions; or (7) having been a citizen of the United States, has renounced the citizenship of that person.
2. Federal Regulation 27 CFR 555.53 - Licensees and permits issued under this part are not transferable to another person. In the event of the lease, sale, or other transfer of the business or operations covered by the license or permit, the successor must obtain the license or permit required by this part before commencing business or operations.
3. Alteration or Changes to the License or Permit. Alterations or changes in the original license or permit or in duplications thereof violates 18 U.S.C. 1001, an offense punishable by imprisonment for not more than 5 years and/or a fine of not more than \$250,000.

NOTICES

1. Any change in trade name or control of this business or operations MUST be reported within 30 days of the change to the Chief, Federal Explosives Licensing Center (FELC), 244 Needy Road, Martinsburg, WV 25405-0431. (27 CFR 555.56-555.57). A licensee or permittee who reports a Change of Control must, upon expiration of the license or permit, file an ATF Form 5400.13 5400.16.
2. Under § 555.46, Renewal of License/Permit, if a licensee or permittee intends to continue the business or operations described on a license or permit issued under this part during any portion of the ensuing year, the licensee or permittee shall, unless otherwise notified in writing by the Chief, FELC, execute and file with ATF prior to the expiration of the license or permit an application for a license or permit renewal, ATF Form 5400.14 5400.15 Part III, in accordance with the instructions on the form, and the required fee. In the event the licensee or permittee does not timely file an ATF Form 5400.14 5400.15 Part III, the licensee or permittee must file an ATF Form 5400.13 5400.16 as required by § 555.45, and obtain the required license or permit before continuing business or operations. A renewal application will automatically be mailed by ATF to the "mailing address" on the license or permit approximately 60 days prior to the expiration date of the license or permit. If the application is not received 30 days prior to the expiration date, the licensee or permittee should contact the FELC.
Note: The user-limited permits are not renewable.

3. This license or permit is conditional upon compliance by you with the Clean Water Act (33 U.S.C. § 1341(a)).
4. THIS LICENSE OR PERMIT MUST BE POSTED AND KEPT AVAILABLE FOR INSPECTION (27 CFR 555.101).

ATF Form 5400.12-5400.15 (Rev. 10/2011)
Revised October 2011

Federal Explosives License (FEL) Customer Service Information

(continued from front)

Discontinuance of Business. (27 CFR 555.61(a); 27 CFR 555.128). Where an explosives materials business or operations is succeeded by a new licensee or permittee, the records prescribed in this subpart shall appropriately reflect such facts and shall be delivered to the successor, or may be, within 30 days following business discontinuance, delivered to the ATF Out-of-Business Records Center, 244 Needy Road, Martinsburg, WV 25405, or to any ATF office in the division in which the business was located. Where discontinuance of the business is absolute, the records shall be delivered within 30 days following the business discontinuance to the ATF Out-of-Business Records Center, 244 Needy Road, Martinsburg, WV 25405, or to any ATF office in the division in which the business was located.

Explosive materials must be stored in conformance with requirements set forth in 27 CFR Part 55. It is unlawful for any person to store any explosive materials in a manner not in conformity with these regulations.

**TO REPORT LOST OR STOLEN EXPLOSIVES, YOU MUST IMMEDIATELY NOTIFY ATF:
CALL TOLL FREE - (888) ATF-BOMB**

Federal Explosives Licensing Center (FELC) - Toll-free number: (877) 283-3332	
244 Needy Road	
Martinsburg, WV 25405-0431	
Fax number: (941) 616-4491	
E-mail: FELC@atf.gov	
ATF Hotline Numbers:	
Arson Hotline: 1-888-ATF-FIRE (1-888-283-3473)	
Bomb Hotline: 1-888-ATF-BOMB (1-888-283-2662)	
Report Illegal Firearms Activity: 1-800-531-4333 or (1-800-253-4333)	
Firearm Theft Hotline: 1-888-610-9275	
Report Broken, Holed or Seized Licenses: 1-800-639-6247	
Other Criminal Activity: 1-888-ATF-TIPS (1-888-283-8477)	



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

4/14/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER The Partners Group Ltd 11225 SE 6th St., Suite 110 Bellevue WA 98004	CONTACT NAME: Janet Nau	
	PHONE (A/C, No, Ext): 425-455-5640	FAX (A/C, No): 425-455-6727
	E-MAIL ADDRESS: jnau@tpgrp.com	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A : T.H.E. Insurance Company	12866
INSURED Ace Pyro, LLC 13001 E. Austin Rd Manchester MI 48158	14372	
	INSURER B :	
	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES

CERTIFICATE NUMBER: 1915621613

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	Y	CPP010442906	11/1/2020	11/1/2021	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ Excluded PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 10,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$		ELP001174706	11/1/2020	11/1/2021	EACH OCCURRENCE \$ 9,000,000 AGGREGATE \$ 9,000,000 \$ GL ONLY
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) if yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/> N/A				WC STATUTORY LIMITS <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

The following are included as Additional Insured on General Liability as their interest may appear as respects operations performed by or on behalf of the Named Insured, as required by written contract:

Additional Insured: North Lake Community Service Org and Dexter Township
Location: North Lake, Dexter Township, Washtenaw Co
Display Date: 07/03/2021 / Rain Date: 07/04/2021

CERTIFICATE HOLDER**CANCELLATION**

North Lake Community Service Org
Attn: David Steinbach
13851 Sauer Dr.
Gregory, MI 48137

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

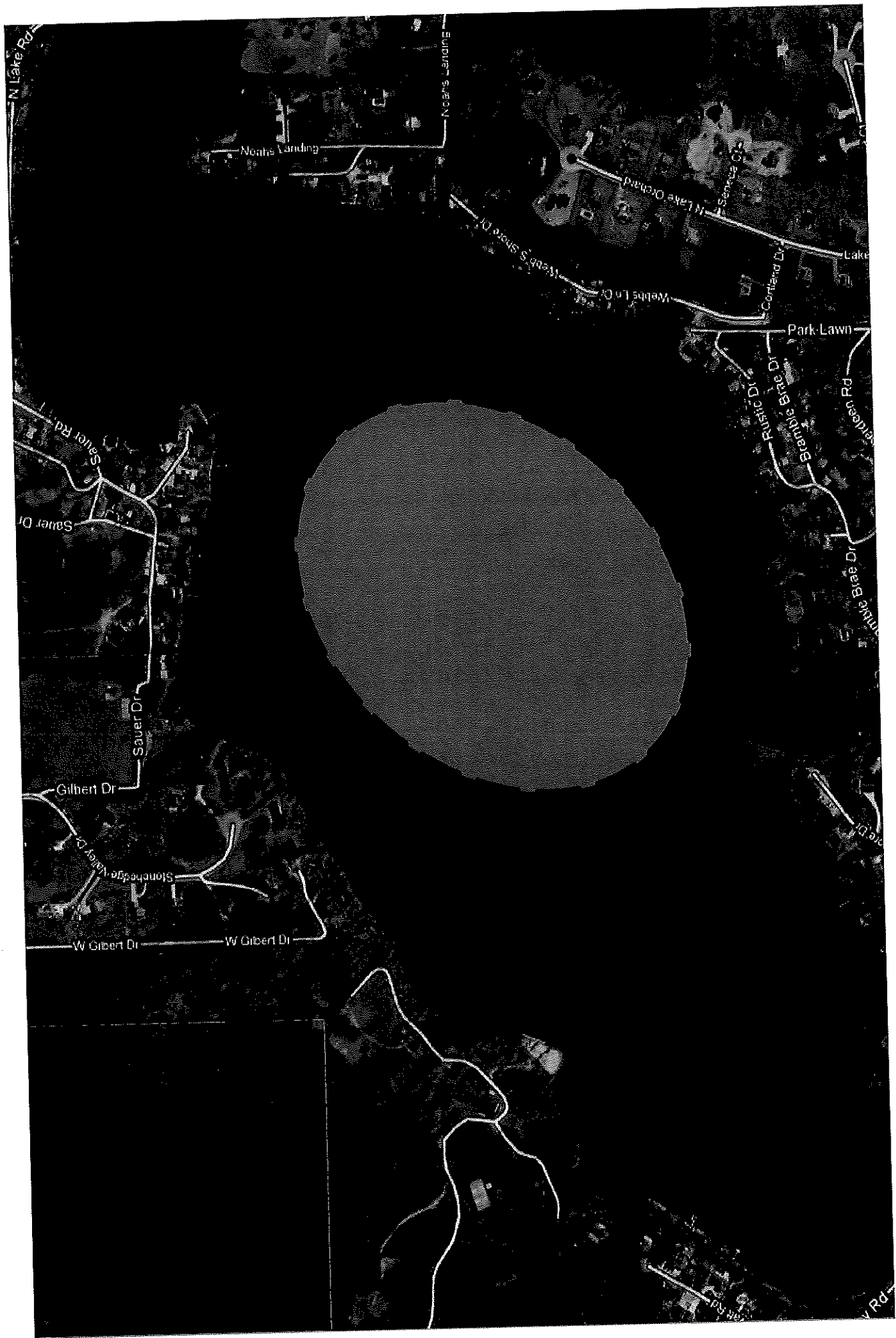
AUTHORIZED REPRESENTATIVE

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ACORD 25 (2010/05)

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North Lake Fireworks - Area of firing
Actual locations within the area depends on wind speed and direction.



U.S. Department of Justice
Bureau of Alcohol, Tobacco, Firearms and Explosives
Federal Explosives Licensing Center (FELC)
www.atf.gov

Federal Explosives Licensing Center
244 Needy Road
Martinsburg, West Virginia 25405
telephone: (877)283-3352 fax: (304)616-4401

NOTICE OF CLEARANCE

for individuals transporting, shipping, receiving, or possessing explosive materials.

ISSUED TO: STEINBACH DAVID B

NOTICE DATE: 08/26/2019

Federal Explosives License/Permit No.: 4-MI-161-54-2P-00741

Expiration Date: June 1, 2022

Explosives License/Permit Type: 34-USER OF EXPLOSIVES

EXPIRATION DATE: This Notice expires when superseded by a newer Notice which will list all current responsible persons and employee possessors, or when the license or permit expires - whichever comes first.

- WARNING.** Only those individuals listed below as RESPONSIBLE PERSONS and EMPLOYEE POSSESSORS with a background clearance status of "CLEARED" or "PENDING" are authorized to transport, ship, receive, or possess explosive materials in the course of employment with you.
- "DENIED" STATUS.** If an employee possessor has a background clearance status of "DENIED", you MUST take immediate steps to remove the employee from a position requiring the transporting, shipping, receiving, or possessing of explosive materials. Also, if the employee has been listed as a person authorized to accept delivery of explosive materials, you MUST remove the employee from such list and immediately, and in no event later than the second business day after such change, notify distributors of such change, as stated in 27 CFR 555.33(a).
- CHANGE IN RESPONSIBLE PERSONS.** You MUST report any change in responsible persons to the Chief, Federal Explosives Licensing Center, within 30 days of the change and new responsible persons MUST include "appropriate identifying information" as defined in 27 CFR 555.11. Fingerprints and photos are NOT required, however they will be required upon renewal of the license or permit.
- CHANGE OF EMPLOYEES.** You MUST report any change of employee/possessors to the Chief, FELC, within 30 days. Reports relating to newly hired employees must be submitted on ATF Form 5400.28 for EACH employee.

Premises Address:

13851 SAUER DR
GREGORY, MI 48137-9082

Mailing Address:

STEINBACH, DAVID B
NORTH LAKE AREA COMMUNITY SERVICE ORG
13851 SAUER DR
GREGORY, MI 48137

This 'Notice of Clearance' is provided to you as required by 18 U.S.C. 843(h) and MUST be retained as part of your permanent records and be made available for examination or inspection by ATF officers as required by 27 CFR 555.121. If you receive a Notice subsequent to this Notice, this Notice will no longer be valid.

In accordance with 27 CFR 555.33, Background Checks and Clearances, and 27 CFR 555.57, Change of Control, Change in Responsible Persons, and Change of Employees, ATF's Federal Explosives Licensing Center (FELC) has conducted background checks on the individual(s) you identified as a responsible person(s) and an employee/possessor(s) on your application, or reported after the issuance of your license/permit.

The following is a SUMMARY of the results of the background checks conducted on the individuals you reported as responsible persons and employee/possessors. ATF will be notifying ALL individuals listed on this document of their respective status by separate letter mailed to their residence address.

PLEASE BE ADVISED THAT IT IS UNLAWFUL FOR ANY PERSON REFLECTING A STATUS OF "DENIED" TO TRANSPORT, SHIP, RECEIVE, OR POSSESS EXPLOSIVE MATERIALS.

Please carefully review this Notice to ensure that all the information is accurate. If this Notice is incorrect, please return the Notice to the Chief, FELC, with a statement showing the nature of the error(s). The Chief, FELC, shall correct the error, and return a corrected Notice.

Number of RESPONSIBLE PERSON(S) : 1

Number of EMPLOYEE POSSESSOR(S): 0

LAST NAME, First Name, Middle Name Clearance Status

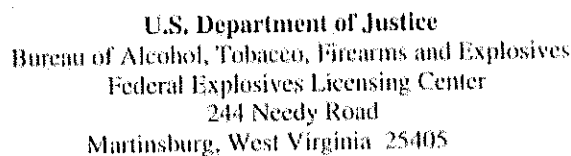
RESPONSIBLE PERSONS:

0001 STEINBACH DAVID BLAKE

EMPLOYEE POSSESSORS:

continued

LAST NAME, First Name, Middle Name Clearance Status



901090: CRR/FLS
5400
File Number: 4M100741

08/26/2019

SUBJECT: RESPONSIBLE PERSON LETTER OF CLEARANCE for:

DAVID BLAKE STEINBACH

OWNER/ OPERATOR
(734)475-0119

13861 SAUER DR,
GREGORY, MI 48137

and is ONLY valid under the following Federal explosives license/permit:

4-MI-161-54-2F-00741

STEINBACH, DAVID B
NORTH LAKE AREA COMMUNITY SERVICE ORG
13851 SAUER DR
GREGORY, MI 48137-9682

Dear DAVID STEINBACH:

You have been approved as a responsible person under the above-listed Federal explosive license or permit. You may lawfully direct the management or policies of the business or operations as they pertain to explosives. You may also lawfully transport, ship, receive or possess explosive materials incident to your duties as a responsible person. **This clearance is only valid under the license or permit referenced above.**

Sincerely,

Christopher R. Reeves
Chief, Federal Explosives Licensing Center (FELC)

FELC Customer Service. If you believe that information on your "Letter of Clearance" is incorrect, please return a COPY of the letter to the Chief, Federal Explosives Licensing Center (FELC), with a statement showing the nature of the error. The Chief, FELC, shall correct the error, and return an amended letter to you.

Mail: ATF
Chief, FELC
Attn.: LOC Correction
244 Needy Road
Martinsburg, West Virginia 25405

Fax: 1-304-616-4401
Chief, FELC
Attn.: LOC Correction

Call toll-free: 1-877-283-3352

WWW.ATF.GOV

[illegible]

26



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

MARK A. PTASZEK
UNDERSHERIFF

To: David Steinbach
From: Sgt. H. Eugene Rush
RE: North Lake Fireworks Display
Date: April 16, 2021

The Washtenaw County Sheriff's Office acknowledges that David Steinbach intends to hold a Fireworks Display at North Lake in Dexter Township on Saturday evening July 3rd, 2021 [10:00pm – 10:45pm], with a rain date of Sunday July 4th, 2021. The Sheriff's Office Marine Safety Division intends to actively patrol the waterways in and around the Dexter Collaboration during this event and the Road Patrol Division intends to actively patrol the roadways in and around Dexter Township including the North Lake Location. It is not anticipated that there will be any problems. However, I am confident that we will be able to address any concerns should they arise with the increased staffing levels that will be provided on this date.

If you should need anything prior to the event, please feel free to contact me.

Respectfully,

Sergeant H. Eugene Rush
Washtenaw County Sheriff's Office
rushe@washtenaw.org
(734) 277-9105 Cell
(734) 994-2911 Metro Dispatch

Cc: Diane Ratkovich, Dexter Township Supervisor

*Public Safety – Quality Service – Strong Communities
Serving Washtenaw County since 1823*



Dexter Area Fire Department

8140 MAIN STREET • DEXTER, MICHIGAN • 48130-1044
TELEPHONE: (734) 426-4500

FIRE CHIEF
ROBERT L. SMITH

March 18, 2021

Diane Ratkovich
Supervisor
Dexter Township
6880 Dexter Pinckney Rd.
Dexter, MI 48130

Subject: North Lake Fireworks

Ms. Ratkovich:

Dexter Area Fire Department (DAFD) is aware of the fireworks displays July 3rd (rain date July 4th).

Like other fireworks displays within Dexter Township and in our protecting area and having no Fire Protection Ordinance for your Township. The role of DAFD is supportive in nature unless there is an actual event.

DAFD can assure you and the Board we will work with the providers of these fireworks display to ensure they provide safe operations not only for the workers but the public at large. DAFD will increase staffing for these events within our response area as well as we have requested Huron Valley Ambulance to provide an additional ambulance for the affected area.

DAFD supports approval of this firework display.

Kind Regards:

Donald Dettling
Captain/Fire Inspector
Cc/

Robert Smith Fire Chief
David Steinbach North Lake Fireworks

SMOKE DETECTORS SAVE LIVES

Dexter Township Resolution # 21-XXX

A resolution to approve DEXTER TOWNSHIP DEVELOPMENT AGREEMENT LAG Development (LAFONTAINE)

THIS DEVELOPMENT AGREEMENT ("*Agreement*") is entered into as of the 18th day of May, 2021 by and between LAG Development (LaFontaine) ("*Owners/Developer*"), a Michigan limited liability corporation, whose address is 4000 W. Highland Rd, Highland, Michigan 48357 and the Township of Dexter, a Michigan general law township, whose address is 6880 Dexter-Pinckney Road, Dexter, MI 48130 ("*Township*").

WHEREAS, the Developer desires to develop LAG Development on Tax Parcel No. D-04-15-300-001 located in the Township consisting of approximately 5 acres with access over public roads from North Territorial Rd. and Dexter Townhall Rd. The Property is being developed as a commercial vehicle sales facility. The Development is comprised of one (1) commercial building.

WHEREAS, the Developer desires to develop the Development pursuant to the applicable Dexter Township Zoning Ordinance ("*Zoning Ordinance*") related to special land uses and commercial zoning district(s).

WHEREAS, the Developer desires to build all necessary on-site infrastructure for the Development, including, but not limited to, private wells, sanitary sewer system, storm sewers, drainage facilities, and electrical and telecommunication utilities, as shown in the approved Final Site Plan for the Development ("*Final Site Plan*"), without the necessity of special assessments by the Township; and

WHEREAS, the Developer desires to install the unit grading and soil erosion and sedimentation control improvements shown in the approved Final Site Plan in order to facilitate the drainage of storm water from and within the Development in such a manner as is not expected to result in damage to any adjacent property outside of the Development; and

WHEREAS, agreements, approvals, and conditions agreed to by the Developer and Dexter Township remain in effect, including, but not limited to, conditions and safeguards of all approvals by Dexter Township regarding zoning, special land use, and site plan approvals for the Development and permits that may have been issued by appropriate governmental review agencies for the Development for Dexter Township;

WHEREAS, Dexter Township's Planning Commission ("*Planning Commission*") and Dexter Township Board of Trustees ("*Board*") have taken the following actions approving the Development, with conditions and safeguards, as outlined in the adopted resolutions for Dexter Township:

Preliminary Site Plan Approval: Resolution 20-PC-203 (8/25/2020)
Open Space Community Approval: Resolution 20-PC-203 (8/25/2020)
Final Site Plan Approval: Resolution 20-PC-203 (3/23/2021)
(Attachment D)

WHEREAS, having determined that all of the conditions of Final Site Plan approval for the Development had been satisfied, as determined by Dexter Township Director of Planning and Zoning ("*Director of Planning and Zoning*"), as referenced in the Planning Commission resolution described above, and the parties having therefore determined that the date of March 23, 2021, shall constitute the date of Final Site Plan approval for all purposes, including, without limitation, the date upon which the necessity for an extension of the Township's approval under the Zoning Ordinance would be calculated;

WHEREAS, the Zoning Ordinance requires execution of a Development Agreement such as this Agreement for the Development;

WHEREAS, the execution of this Agreement in connection with the Final Site Plan approval for the Development shall be binding upon the Township, Developer, and the owner(s) of the Property, their successors-in-interest and assigns, and the owners of units within the Development; and

NOW, THEREFORE, in consideration of the premises and the mutual covenants of the parties described in this Agreement and with the express understanding that this Agreement contains important and essential terms as part of the approvals of the Developer's Final Site Plan for the Development.

Resolution offered by

Resolution seconded by

Roll call vote:

Yeas:

Nays:

Abstain:

Absent: None

Tally Y = ; N = ; Abstain = ; Absent =

The Supervisor declared the resolution adopted.

CERTIFICATE

The undersigned, being the duly elected and acting Clerk of the Township of Dexter hereby certifies that the foregoing resolution was duly adopted at a regular meeting of the Dexter Township Board at which a quorum was present on the 20th day of May, 2020, and that the members voted thereon as hereinbefore set forth.

Michelle Stamboullis, Clerk



DEXTER TOWNSHIP

AGENDA ITEM SUMMARY

MEETING OF: Township Board of Trustees 18 May 2021

Agenda Item Title : Funding Request for Chelsea Senior Center

Submitted by:

Executive Committee

Explanation of Agenda Item: Funding to Support Chelsea Senior Center

Fiscal or Resource Considerations: YES ☒ NO ☐

Does this agenda item require the expenditure of funds? YES ☐ NO ☒

If YES, are funds budgeted? YES ☐ NO ☐

Are staff or other resources required? YES ☐ NO ☒

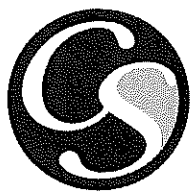
Is a budget amendment required? YES ☐ NO ☒

Attachments: Chelsea Senior Center Request letter and Budget

Staff Comments:

Motion to Approve : Motion to Approve Funding of \$3,000 to Chelsea Senior Center for Fiscal Year April 1, 2021 to March 31, 2022

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Chelsea Senior Center

512 Washington St.
Chelsea, MI 48118
(734) 475-9242
www.chelseaseniors.org

Board of Directors

Gary Munce
President

Charlotte Wyche
Vice President

Annette Bragalone
Secretary

Ken Gietzen
Treasurer

Charlotte Bentley
Phil Boham
John Daniels
Nancy Graebner
Diane Kieliszewski
Gary Maynard
Mary Tomac
Jerry Wilczynski
Dana Durst,
School Board Liaison

Staff

Bill O'Reilly
Executive Director

Jennifer Smith
Assistant Director

Mackenzie Pfeiffer
Senior Services Coordinator

Marylee Fuchs
Bookkeeper

Emily Kennedy
Senior Services Coordinator

Meredith Nelson
Member & Donor Services

Mary Erskine
Senior Nutrition Program

Diane Ratkovich
Dexter Township Supervisor
6880 Dexter-Pinckney Rd
Dexter, MI 48130

Dear Ms. Ratkovich,

Our on-going thanks to the people of Dexter Township for your continued support as we provide for over 1,000 area seniors. These are trying times but together we will pull through this! The on-going support of the people and administration of Dexter Township shows the true character of our many CSC friends and allows us to fulfill our mission of making a difference in the lives of area seniors and their families – especially in Dexter Township.

While we did have to scale back activities for safety reasons, we have remained open throughout and will continue to reintroduce on-site programs in the safest possible way. We've introduced remote programs so most all can join in, for we know that sustaining mental health is as important as physical health. Also, we've never ceased our vital Meals on Wheels program as we continue to deliver over 500 meals per week.

We are very pleased to announce that we are planning to reopen our doors again starting April 19th for 8 different types of programs initially and then gradually bring in more so that by June we hope to be back to over 250 monthly activities. We'll of course continue safely proposals to ensure all are safe!

Dexter Township funding is critical to our being able to provide our programs and services. We would great appreciate Dexter Township's being able to continue its funding level of \$3,000. We welcome and questions you may have.

With very sincere appreciation,

Bill O'Reilly
Executive Director

Charlotte Wyche
Board President

Our mission is to enhance the quality of life and well-being for area seniors and their families.

The Chelsea Senior Center is a 501c3.

Chelsea Senior Center Budget Worksheet	2021
Account	Approved Budget
C2S2 Grant	49,750.00
C2S2 Revenues	2,500.00
City of Chelsea	30,000.00
Contributions Received	25,000.00
Corporate Sponsorship	20,000.00
Endowment Revenue	6,500.00
Fund Raisers Revenue	60,000.00
Grass Lake Senior Center	0.00
Interest Income - CSB	175.00
Interest Income - EJ	4,000.00
Meals Program Revenues	70,000.00
Membership Dues/Fees	20,000.00
Program Revenues	11,000.00
Program Revenues - Grants	25,000.00
Reimbursements & Rebates - SOP	0.00
Townships	7,500.00
Travel Contribution	0.00
United Way	0.00
Additional Funds & Grants	36,000.00
Retained Earnings	0.00
<i>Other categories no longer in '20</i>	0.00
Unrealized Gain/Loss	0.00
Revenue Total	367,425.00
Admin & Gen Acct & Audit Fees	5,600.00
Admin & Gen Bd Mtgs Meals & Exp	500.00
Admin & Gen Dues	150.00
Admin & Gen Insurance	4,356.00
Admin & Gen Internet Service	2,500.00
Admin & Gen Licenses, fees, oth	20.00
Admin & Gen Mktg & Advtsg	750.00
Admin & Gen Office Supplies	2,500.00
Admin & Gen Other	250.00
Admin & Gen Postage	600.00
Admin & Gen Prof Services/Conul	650.00
Admin & Gen Technology	2,500.00
Donor Cultivation	500.00
Employees Training & Conference	0.00
Employees Travel/Mileage	50.00
Equipment Purchases	750.00
Fund Raising Other Expense	5,000.00
Newsletter Expense	2,500.00
Occupancy Rent	24,838.50
PayPal Fees	350.00
Payroll Expenses	250,000.00
Program Exp Related to Grants	5,000.00
Program Expense Entertainment	300.00
Program Expenses	8,000.00
Program Services C2S2	250.00
Program Services - Meals	9,000.00
Program Services - Transpt. (ROAM)	40,000.00
Time Share Expenses	n/a
Uncategorized Expenses	
<i>Other categories no longer listed in '20</i>	
Expense Total	366,914.50
Surplus (Use of Reserves)	510.50

Dexter Township Resolution # 20-570

A resolution to set terms for distribution, establish reporting requirements, and appropriate funds to the Chelsea Senior Center.

Whereas, the general purpose of the Chelsea Senior Center, located at 512 Washington Street, Chelsea, MI 48118, is to plan, coordinate, evaluate and provide services for the senior population in Chelsea and the surrounding townships, and;

Whereas, Public Act 39 of 1976 authorizes monetary contributions from local units of government for such purposes, and;

Whereas, the Chelsea Senior Center agrees to provide resources and services to Dexter Township seniors, aged 60 and older, including but not limited to exercise and enrichment classes, blood pressure screening, hearing aid checks, Medicaid/Medicare assistance, foot care and a food pantry for low income seniors, and;

Whereas, the Chelsea Senior Center provided the same aforementioned resources and services to Dexter Township seniors during the 2021/2022 fiscal year, and;

Whereas, the Dexter Township 2021/2022 fiscal year budget has a recommended appropriation for the Chelsea Senior Center in the amount of \$3,000.00.

Now therefore be it resolved that the Dexter Township Board approves a grant from the Dexter Township General Fund to the Chelsea Senior Center of the lesser of \$3,000.00 or the result of the following equation which shall be calculated using actual data from the period of January 1, 2021 through December 31, 2021:

$$\frac{\text{Total CSC operating budget} \\ (\$366,914)}{\text{Total CSC members over 60} \\ \text{yrs (337)}} \times \frac{\text{CSC members over 60} \\ \text{yrs from Dexter} \\ \text{Township (69)}}{1} = \$23,253$$

Be it further resolved that the effective date of the total grant is April 1, 2021 through March 31, 2022.

Be it further resolved that the Dexter Township Clerk shall, within 10 days of approval of this resolution cause to be published in the newspaper of general circulation notice of the appropriation and terms of the appropriation. This requirement shall be deemed fulfilled with the normally published summary of the May 20, 2021 Township Board meeting.

Resolution offered by

Resolution seconded by

Roll call vote:

Yeas:

Nays:

Abstain:

Absent:

Tally Y = ; N = ; Abstain = ; Absent =

The Supervisor declared the resolution adopted.

CERTIFICATE

The undersigned, being the duly elected and acting Clerk of the Township of Dexter hereby certifies that the foregoing resolution was duly adopted at a special meeting of the Dexter Township Board at which a quorum was present on the 20th day of May, 2021, and that the members voted thereon as hereinbefore set forth.

Michelle Stamboulellis, Clerk



DEXTER TOWNSHIP

AGENDA ITEM SUMMARY

MEETING OF: Township Board of Trustees 18 May 2021

Agenda Item Title : Funding Request for the Dexter Senior Center

Submitted by:

Executive Committee

Explanation of Agenda Item: Annual funding request by Dexter Senior Center

Fiscal or Resource Considerations: YES ☒ NO ☐

Does this agenda item require the expenditure of funds? YES ☒ NO ☐

If YES, are funds budgeted? YES ☐ NO ☐

Are staff or other resources required? YES ☐ NO ☒

Is a budget amendment required? YES ☐ NO ☒

Attachments:

Dexter Senior Center Request and Budget

Staff Comments:

Motion/Action/Recommendation:

Motion to Approve Funding in the amount of \$3000.00 for Dexter Senior Center

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Dexter Township, Washtenaw County

IMPACT OF SENIOR POPULATION GROWTH



Dexter Township's 60+ population grew 21% from 1,187 in 2010 to 1,436 in 2015¹

- Dexter Township's 60+ population is increasing by an average of 50 additional seniors each year, which is nearly 1 additional older adult each week.¹
- 42% (931) of Dexter Township households have one or more 60+ resident—4% (50) of these households are seniors living alone.²

Dexter Township's 60+ Population Projection ²						
2010	2015	2020	2025	2030	2035	2040
1,187	1,436	1,727	1,895	2,106	2,072	2,022

2010 Senior Population by Age Bracket ¹									
Geographic Area	60-64 years	65-69 years	70-74 years	75-79 years	80-84 years	85+ years	Total 60+	Total Area Population	% 60+
Dexter Township	458	293	172	129	84	51	1,187	6,042	20%
Washtenaw County	17,707	11,796	7,641	5,902	4,904	4,708	52,658	344,791	15%

In 2015, Dexter Township had approximately 227 more 60+ adults than school age children. By 2025 there will be twice as many older adults than school age children.³ Yet, Dexter has only one senior center, compared with six schools serving the region.



VS



Race/Ethnicity of Dexter Township's 60+ Population¹

	2000	2010	% Change
Total 60+ Population	618	1,187	92%
White	609	1,168	92%
Black or African American	3	4	33%
American Indian/Alaskan Native	0	1	-
Asian, Hawaiian, or Pacific Islander	2	10	400%
Some Other Race	0	1	-
Two or More Races	4	3	-25%
Total 60+ Minority Population	9	19	111%
60+ Minority Population as % of Total 60+ Population	1%	2%	10%
Hispanic or Latino (Census classifies as an ethnicity)	2	10	400%

Dexter Township's minority population increased 111% from 2000 to 2010.¹

ECONOMIC IMPACT OF SENIOR POPULATION

Dexter Township's older adults spend approximately **\$71 MILLION** annually.¹



Dexter Township's older adults earn more than \$80 million annually:²

Pensions
Social Security Income
Earnings on Investments

\$67,614 is the median income of 65+ households in Dexter Township, with Washtenaw County's at \$49,793.² Seniors spend approximately 88% of their after-tax income, most of it within the local economy.⁴

11% of Baby Boomers intend to start a business following retirement.⁵ In Dexter Township, this equals the potential for 190 new businesses by 2020.

1% of Dexter Township's 60+ population live below the poverty line. Nearly 6% of Washtenaw County's 60+ population live below the poverty line.²

Adding 100 older adults in the community provides countless benefits, including:

- \$4 million of new local spending⁴
- \$1.4 million spent on healthcare, bolstering local employment⁶
- 82 homes purchased & occupied¹
- \$4 in revenue for every \$3 in government spending⁷
- Personal income influx equal to the creation of 134 new UAW jobs²

Challenges & Opportunities Presented by a Growing Senior Population

Challenge	Opportunity
80% of adults 65+ have at least one chronic health condition—50% have at least two chronic health conditions. Additionally, 20% of older adults suffer from depression, and more than 31% do not participate in leisure time physical activities. ⁸	Support active lifestyles among older adults by providing engaging health information, virtual wellness centers, age-appropriate fitness environments, and socialization destinations of choice.
Adults live an average of seven to ten years beyond their ability to drive. ⁹	Develop viable options of transportation which are reliable, easy to access, easy to use, and appealing to older adults and their families.
Approximately 70% of seniors live the remainder of their lives in the place where they celebrated their 65th birthday. ¹⁰	Develop programs supporting affordable home modifications.

¹ U.S. Census, 2000, 2010.

² American Community Survey, 2010-2014.

³ SEMCOG, 2010.

⁴ The Urban Institute, 2005.

⁵ Merrill Lynch, 2005.

⁶ AARP, 2012.

⁷ David Denslow, 2007.

⁸ Centers for Disease Control, 2009.

⁹ National Highway Traffic Safety Administration, 2002.

¹⁰ Seniorresource.com, 2014.

DEXTER SENIOR CITIZEN'S INC.
Operating Budget
Fiscal Year 2021

REVENUE

	\$1,200.00
4010 Rentals	\$6,000.00
4020 Fundraisers/Benefits	\$350.00
4030 Class Fees	\$4,500.00
4040 Membership Dues	\$10,000.00
4050 Grants-Operating	\$10,000.00
4060 Donations-General	\$10,000.00
4070 Donations-MOW	\$8,000.00
4080 Scio Townst Support	\$6,500.00
4100 Dexter Township Support	\$8,100.00
4110 Webster Township Support	\$2,070.00
4120 Lima Township Support	\$16,500.00
4130 City of Dexter Support	\$5,000.00
4140 Grants-Restricted	\$500.00
4150 Busch's Scrip	\$100.00
4160 Interest Income	\$14,000.00
4170 OCED Compensation (Nutrition)	\$500.00
4180 OCED Supply Reimbursement (Nutrition)	

TOTAL REVENUE

\$103,320.00

EXPENDITURES

6010 Volunteer Recognition	\$900.00
6020 Bank Fees	\$100.00
6030 Advertising	\$0.00
6040 Cleaning Services	\$1,000.00
6050 Contributions	\$0.00
6060 Copier Lease	\$1,550.00
6070 Per Copy Charge/Maintenance	\$500.00
6080 Depreciation	\$600.00
6100 Dues & Subscriptions	\$0.00
6110 Gifts	\$0.00
6120 Insurance	\$3,120.00
6130 Telephone/Internet	\$1,680.00
6140 Supplies-Office	\$950.00
6150 Supplies-Medical	\$75.00
6160 Supplies-Food	\$200.00
6170 Supplies-Building	\$250.00
6180 Supplies-Kitchen	\$100.00
6200 Congregate Lunch	\$150.00
6210 Professional Training	\$200.00
6220 Professional Services	\$5,170.00
6230 Postage & Freight	\$900.00
6240 Repairs & Maintenance	\$250.00
6250 Instructor F Fees/Casual Labor	\$500.00
6260 Wages-Employees	\$62,600.00
6270 Taxes-Payroll	\$5,500.00
6280 Taxes-Other	\$200.00
6300 Rent	\$8,600.00

TOTAL EXPENDITURES

\$95,095.00

**Dexter Senior Center
Dexter Township members**

1	Brooks	Dorothy	9405 Huron River Dr.	Dexter	MI	48130
1	Burzan	Carrie	10530 North Territorial Rd.	Dexter	MI	48130
1	Castagnacci	Vincent	8101 Toma Rd.	Pinckney	MI	48169
2	Casto/Simon	Richard & Phyllis	8487 Thurston Rd.	Pinckney	MI	48169
1	Certain	Karen	8571 Orchard	Pinckney	MI	48169
2	Clark	Ron & Betty	9249 McGregor	Pinckney	MI	48169
12	Dempsey	Jane + JAMES	11717 Island Lake Rd	Dexter	MI	48130
2	Denoyer	Rita & Ray	9734 N. Territorial Rd.	Dexter	MI	48130
1	Dentler	Norma	9727 Portage Lk. Ave	Pinckney	MI	48169
1	Dolecki-Lane	Jo	9556 Horseshoe Bend	Dexter	MI	48130
1	Eaton	Patricia	12020 Island Lake Rd.	Dexter	MI	48130
1	Edwards	Barbara	9395 Hidden Lake Cir	Dexter	MI	48130
1	Etzal	Joyce E.	9370 Fleming Road	Dexter	MI	48130
1	Farnham	Ande	6147 Sterling Trail	Dexter	MI	48130
1	Herderich	Richard	12170 Quigley Rd.	Dexter	MI	48130
1	Hintzen	Margaret	14326 Edgewater Dr.	Gregory	MI	48137
1	Jones	Laura	8530 Orchard	Dexter	MI	48130
1	Jones	Phyllis	3004 Fieldstone Dr.	Dexter	MI	48130
1	Krempel	Patricia	9145 Russell	Pinckney	MI	48169
1	LaVoie	James	9460 Horseshoe Bend	Dexter	MI	48130
1	LaVoie	Rosemary	9460 Horseshoe Bend	Dexter	MI	48130
1	Lemons	Rosemary	13383 Riker Rd.	Chelsea	MI	48118
1	Logan	David	13848 Bramble Brae Dr.	Gregory	MI	48137
1	Markovs	Mara	9600 Daisy Lane	Dexter	MI	48130
2	McGraw	Bob & Mary	9735 Island Lake Rd.	Dexter	MI	48130
1	Quigley	Rosemary	12170 Quigley Rd.	Dexter	MI	48130
1	Rebbeck	Carol	9192 Horseshoe Bend	Dexter	MI	48130
1	Reisinger	Jim	4825 Dexter Pinckney	Dexter	MI	48130
1	Rudner	Mary Lou	9707 Portage Lk. Ave	Pinckney	MI	48169
1	Sansone	Tony	10377 N. Territorial Rd.	Dexter	MI	48130
2	Stephen	Bea & Bill	9077 Stoneyfield Ct.	Dexter	MI	48130
1	Stevenson	Kathleen	9365 Hidden Lake Circle	Dexter	MI	48130
1	Towianski	Patty	4692 Dexter-Pinckney Rd	Dexter	MI	48130
1	Westhoff	Mary	5707 Hartman Ct	Dexter	MI	48130
1	Young	Anne	10023 Huron River Drive	Dexter	MI	48130

39, 40

AS OF 3/4/21

Dexter Township Resolution # 21-XXX

A resolution to set terms for distribution, establish reporting requirements, and appropriate funds to the Dexter Senior Center.

Whereas, the general purpose of the Dexter Senior Center, located at 7720 Ann Arbor Street, Dexter, MI 48130, is to plan, coordinate, evaluate and provide services for the senior population in Dexter and the surrounding townships, and;

Whereas, Public Act 39 of 1976 authorizes monetary contributions from local units of government for such purposes, and;

Whereas, the Dexter Senior Center agrees to provide resources and services to Dexter Township seniors, aged 65 and older, including but not limited to, exercise and enrichment classes, blood pressure screening, hearing aid checks, Medicaid/Medicare assistance, foot care and a food pantry for low income seniors, and;

Whereas, the Dexter Senior Center provided the same aforementioned resources and services to Dexter Township seniors during the 2021/2022 fiscal year, and;

Whereas, the Dexter Township 2021/2022 fiscal year budget has a recommended appropriation for the Dexter Senior Center in the amount of \$3,000;

Now therefore be it resolved that the Dexter Township Board approves a grant from the Dexter Township General Fund to the Dexter Senior Center (DSC) of the lesser of \$3,000 or the result of the following equation which shall be calculated using actual data from the period of January 1, 2021 through December 31, 2021:

$$\frac{\text{Total DSC operating budget} \\ (\$95,000)}{\text{Total DSC members over} \\ 65 \text{ yrs (324)}} \times \frac{\text{DSC members over} \\ 65 \text{ yrs from Dexter} \\ \text{Township (39)}}{1} = \$12,636$$

Be it further resolved that the effective date of the total grant is April 1, 2020 through March 31, 2021 noting that the reporting requirements, which include 2019 Dexter Senior Center financial data and list of Dexter Township residents who are members of the Dexter Seniors, have already been received;

Be it further resolved that the Dexter Township Clerk shall, within 10 days of approval of this resolution cause to be published in the newspaper of general circulation notice of the appropriation and terms of the appropriation. This requirement shall be deemed fulfilled with the normally published summary of the May 20, 2021 Township Board meeting.

Resolution offered by

Resolution seconded by

Roll call vote:

Yeas –

Nays –

Abstain –

Absent –

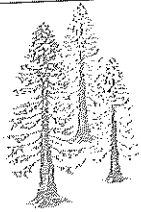
Tally Y = ; N = Abstain = ; Absent =

The Supervisor declared the resolution adopted

CERTIFICATE

The undersigned, being the duly elected and acting Clerk of the Township of Dexter hereby certifies that the foregoing resolution was duly adopted at a regular meeting of the Dexter Township Board at which a quorum was present on the 20th day of May, 2021, and that the members voted thereon as hereinbefore set forth.

Michelle Stamboulellis. Clerk



DEXTER TOWNSHIP

AGENDA ITEM SUMMARY

MEETING OF: Township Board of Trustees 18 May 2021

Agenda Item Title : Funding Request for Western Washtenaw Area Value

Submitted by:

Executive Committee

Explanation of Agenda Item: Annual funding request by WAVE

Fiscal or Resource Considerations: YES ☒ NO ☐

Does this agenda item require the expenditure of funds? YES ☒ NO ☐

If YES, are funds budgeted? YES ☐ NO ☐

Are staff or other resources required? YES ☐ NO ☒

Is a budget amendment required? YES ☐ NO ☒

Attachments:

Annual Budget and Request for Funding

Staff Comments:

Support to WAVE as they provide transportation to Dexter Township Residents
Request \$ 11,8000 of approx. \$1,400,000 budget.

Motion/Action/Recommendation

Motion to Approve Funding in the amount of \$11,800 for Washtenaw Area Value Transportation
(WAVE)

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Supervisor

From: Julia Roberts <jroberts.wave@gmail.com>
Sent: Tuesday, March 16, 2021 4:04 PM
To: Supervisor
Subject: Fwd: WAVE Board prospective candidates
Attachments: WAVE FY 2021 Budget - 09-24-2020.pdf

----- Forwarded message -----

From: Julia Roberts <jroberts.wave@gmail.com>
Date: Fri, Mar 5, 2021 at 3:34 PM
Subject: Re: WAVE Board prospective candidates
To: Supervisor <supervisor@dextertownship.org>

Good afternoon, Diane,

As requested, attached is a copy of WAVE's FY 2021 budget (Oct 2020 - Sept 2021) approved by our Board of Directors.

For your consideration with Dexter Townships budget, we are requesting the same annual amount of \$11,800 for WAVE public transit services.

Please let me know if you would like me to attend for an introduction to your Board and/or briefly present an update either this month or another.

Webster Township also meets at the same time with review of their budget on the agenda as well, and has asked me to be introduced in the beginning around 7pm, if hosted via Zoom.

I would be happy to switch over to your meeting virtually a little later in the evening to be available for any questions from Dexter Township, in case it is helpful and/or desirable for you and your Board.

Any other information that would be useful to have on hand, just say the word.

We enjoy working with Dexter Township, and look forward to welcoming Maris Metz to WAVE's Board starting this March.

Warm regards,
Julia

On Tue, Mar 2, 2021 at 3:01 PM Julia Roberts <jroberts.wave@gmail.com> wrote:
Hi Diane,

Great speaking with you earlier today, and glad we connected over the phone too.
Thank you for officially ushering in Maris Metz as Dexter Township's appointment for the WAVE Board of Directors in a couple of weeks.

Budget Account Number	Discussion Account Name	FY 2020	Proposed FY 2021 (Cont'd)	Proposed FY 2021 (Non-Cont'd)
4110	Fares - Chelsea	17,000.00	8,500.00	15,000.00
4120	Fares - Community Enrichment	6,000.00	3,000.00	6,000.00
4130	Fares - CC West	10,000.00	5,000.00	9,000.00
4131	Fares - CC East	3,500.00	1,750.00	3,000.00
4135	Fares - JARC Weekends - West	2,500.00	1,250.00	2,400.00
4136	Fares - JARC Weekends - East	850.00	250.00	600.00
4140	Fares - Dexter	13,000.00	6,500.00	12,000.00
4150	Fares - LifeLine	11,000.00	5,500.00	11,000.00
4170	Contracts CRC	96,041.00	85,400.00	82,000.00
4180	Contracts Sr Ctr	33,000.00	33,000.00	33,000.00
4190	Contracts SMH	98,000.00	98,000.00	98,000.00
4200	Municipal Support	171,100.00	150,000.00	170,000.00
4210	Pass Through	25,000.00	20,000.00	25,000.00
4201.1	Pass Through - Millage Support	558,000.00	953,494.23	636,772.18
4202.2	Specialized Services	96,000.00	68,861.33	80,000.00
4230	Mobility Management Income	13,357.00	13,352.00	13,352.00
4240	JARC Operating Assistance I	81,500.00	81,566.07	70,000.00
4245	Donation Envelopes	1,000.00	750.00	1,000.00
4300	Grants & Foundations (NON-MDOT)	5,000.00		5,000.00
4320	RTAP (Education)	4,000.00	4,000.00	4,000.00
4400	Miscellaneous Income	5,000.00		
4410	Interest	140.00	150.00	150.00
4420	Total Income:	1,154,783.00	1,539,923.64	1,277,274.18

Expense:	567,000.00	\$209,558.12	774,658.12	517,741.84
Wages		109,613.72		
Covid Wage Premium		2,000.00		
Post Employment Contract		16,000.00		
Retirement	36,874.00	73,043.25	62,096.35	
Payroll Taxes	33,185.50	25,000.00	23,800.00	
Workers' Comp Insurance	22,500.00	15,000.00	14,500.00	
Employee Benefits	7,500.00	85,000.00	85,000.00	
Gas & Oil	73,000.00	125,000.00	135,000.00	
Maintenance	105,000.00	18,000.00	13,000.00	
Bus Maintenance - Tires	16,000.00	3,500.00	3,000.00	
Bus Maintenance	3,000.00	150.00	150.00	
Bus Supplies	150.00	11,000.00	11,000.00	
Bus Washing	9,500.00	1,900.00	1,900.00	
Telephone	1,800.00	9,000.00	9,000.00	
Utilities	1,800.00	3,500.00	3,500.00	
Office Supplies, Maintenance, Misc.	3,500.00	3,000.00	3,000.00	
PC Trans Software Maintenance	3,000.00	28,071.83	28,071.83	
Miscellaneous Expense	27,521.40	43,000.00	43,000.00	
Rent	41,000.00	1,900.00	1,900.00	
Bus Insurance Policies	1,825.00	7,800.00	7,800.00	
Office Insurance Policies	7,800.00	12,500.00	12,500.00	
Audit	11,000.00	150.00	150.00	
Fees, Subscriptions & Licenses	150.00	300.00	300.00	
Travel	300.00	4,000.00	4,000.00	
Mileage	4,000.00	2,000.00	3,500.00	
RTAP Eligible and/or non-eligible Education	3,000.00	5,000.00	5,000.00	
Staff Recognition	7,000.00	500.00	500.00	
Promotion - Agency	3,000.00	2,000.00	1,800.00	
Recruitment - Staff	1,800.00	0.00	0.00	
Drug Testing	0.00			
Interest Expense				
Total Expense:	1,120,205.90	1,416,051.92	1,258,126.30	
Net Surplus		123,867.72	18,147.89	

Dexter Township Resolution # 20-571

A resolution to provide financial support to the Western Washtenaw Area Value Express (WAVE) to help pay for the transportation provided to residents of Dexter Township by WAVE.

WHEREAS, the Western Washtenaw Area Value Express, also known as WAVE, is a not-for-profit entity chartered to provide transportation to the participating municipalities and entities in Western Washtenaw County, and;

WHEREAS, Dexter Township is a participating municipality in WAVE and a member of the Dexter Township Board is a voting member of the WAVE Board of Directors, and;

WHEREAS, WAVE provides door-to-door and Lifeline transportation services to residents of Dexter Township, and;

WHEREAS, Dexter Township has historically provided financial support to WAVE to help subsidize transportation to Township residents;

NOW, THEREFORE, BE IT RESOLVED THAT the Dexter Township Board, by a vote of the majority at a regularly scheduled and duly noticed meeting held this 20th day of May, 2021, approves a grant from the Dexter Township General Fund to WAVE in the amount of \$11,800 for the purpose of helping to subsidize the transportation services provided to Dexter Township residents, and;

Be it further resolved that the effective time period of the total grant is April 1, 2021 through March 31, 2022.

Resolution offered by

Resolution seconded by

Roll call vote:

Yeas –

Nays –

Abstain –

Absent –

Tally Y = ; N = ; Abstain = ; Absent =

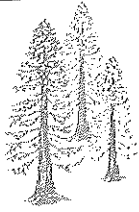
The Supervisor declared the resolution adopted

CERTIFICATE

The undersigned, being the duly elected and acting Clerk of the Township of Dexter hereby certifies that the foregoing resolution was duly adopted at a regular meeting of the Dexter Township Board at which a quorum was present on the 20th day of May, 2021, and that the members voted thereon as hereinbefore set forth.

Michelle Stamboulellis, Clerk

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DEXTER TOWNSHIP

AGENDA ITEM SUMMARY

MEETING OF: Township Board of Trustees 18 May 2021

Agenda Item Title : Woodhill Group

Submitted by:
Executive Committee

Explanation of Agenda Item: Engage Woodhill Group's Consulting Service with the goal of streamlining the efficiency and establishing goals for of budgeting, investing and other financial functions of the township.

Fiscal or Resource Considerations: YES ☒ NO ☐
Does this agenda item require the expenditure of funds? YES ☒ NO ☐
If YES, are funds budgeted? YES ☒ NO ☐
Are staff or other resources required? YES ☐ NO ☒
Is a budget amendment required? YES ☐ NO ☒

Attachments: Scope of Services

Staff Comments:

Motion to Approve : Motion to engage Woodhill Group Consulting Services starting May 18,2021 not to exceed \$7,000.00 and authorize Supervisor to sign contracts up to that value.

Exhibit A

The WoodHill Group proposes to address the following items for Dexter Township:

1. Prepare an investment strategy with the Treasurer including a cash flow analysis, streamlining of investment options, template for state required investment report to board, review of investment policy
2. Preparation of federal and state compliance reporting deadlines for existing activities
3. Provide a gap analysis of existing financial policies
4. Review the budget process and document for best practices
5. Review BS&A financial program set up, data entry practices and financial reporting and make recommendations to improve effectiveness and efficiency where needed
6. Review Treasurer tax collection and disbursement process including interface with the general ledger and make recommendations to improve effectiveness and efficiency where needed
7. Provide other resources and support as requested

SERVICE AGREEMENT

This Agreement (the "Agreement") for services is effective as of this day May 12, 2021 by and between Dexter Township, Michigan (the "Township") and The WoodHill Group (the "Company" or "WHG").

RECITALS

The Township desires to retain WHG for the purposes of providing the services described herein to the Township, and the Company desires to be retained by the Township in such capacity, on the terms and conditions set forth herein.

NOW, THEREFORE, in consideration of the premises and of the mutual covenants, agreements and understandings contained herein, the parties hereto agree as follows:

1. Engagement of Company. The Township hereby retains the Company to perform the duties and services described in the Agreement upon the terms and conditions set forth herein and the Company hereby accepts such engagement.
2. Duties; Services. The Company agrees to provide assistance to the Township associated with Treasury and Accounting and Financial support. See Exhibit A for priority items identified by the Township. The Company shall devote such business time, attention and skill as shall be necessary to perform duties, services and responsibilities under this Agreement in such capacity as is mutually agreed upon by WHG and the Township. The Company will provide a Health check report on progress of services at 60 or 90 days whichever is mutually agreed upon by WHG and the Township.
3. Term. This agreement will expire upon completion of the stated objectives or upon notice of termination by either party.
 - (a) Compensation. WHG shall be paid by the Township for services provided under this Agreement in the amount of one hundred and fifty (\$150.00) dollars per hour for principal review and oversight, one hundred and twenty-five (\$125.00) dollars per hour for program managers, and one hundred (\$100.00) dollars per hour for other staff assignments. In addition, the Township shall reimburse WHG for any reasonable time costs incurred for travel, which will be itemized and passed through to the Township at half-time. WHG may consider future rate increases under the Agreement and will provide the Township with a 60-day notice in that event.

- (b) WHG will supply vehicles, insurance, business machines, Internet access, telephones and other necessary equipment and supplies while not at Township offices.
 - (c) WHG shall submit an itemized invoice via email or via regular mail to 6880 Dexter-Pinckney Road, Dexter, MI 48130. Said itemized invoice shall include: (i) dates worked, (ii) hours worked (iii) nature of work and (iv) staff dedicated to the work. The Township agrees to pay for items on the itemized invoice due upon receipt of invoice.
4. Independent Status. WHG agrees to timely report, pay and discharge, at WHG sole expense, all tax or other liability relating to compensation paid to WHG for services rendered by WHG staff pursuant to the Agreement and otherwise comply with all applicable federal, state, and local laws relating to the performance of obligations hereunder. WHG and its staff shall have no implied or actual authority to legally bind the Township or to make any representation or warranty on behalf of the Township.
5. Confidential and Proprietary Information.
- (a) WHG agrees and understands that given the relationship with the Township, WHG staff may have access to and may receive information or materials that are considered confidential and/or proprietary by the Township ("Confidential Information"). Confidential Information includes, but is not limited to, procedures and processes, documentation, personnel and human resources information, strategic plans, financial information, and proposed agreements but shall not include public records subject to disclosure under the Freedom of Information Act, 1976 P.A. 442, MCL 15.231 to 15.246, as amended ("Act"). The Township shall, at its own cost and expense, advise WHG as to whether any information, documentation or record in the possession, custody or control of WHG is subject to disclosure under the Act and shall defend, indemnify and hold harmless WHG for any claims, damages or costs arising out of any claim or proceeding seeking remedies or disclosure under the Act. Confidential Information may be communicated in writing, orally, electronically, or by other means, and may or may not be identified in writing as "Confidential" or "Proprietary."
 - (b) WHG agrees that, during the term of this Agreement and thereafter, WHG staff will keep all Confidential Information strictly confidential and not use (except on behalf of the Township) or disclose any such Confidential Information, either directly or indirectly, to any person or entity without the prior written consent of the Township provided Township consent shall not be required to disclose any information, documentation or Confidential Information in response to a court subpoena or order or while under oath in any judicial or quasi-judicial proceeding. This confidentiality covenant has no temporal,

geographical or territorial restriction. Upon termination of the Agreement or at any time upon the Township's request, WHG will promptly deliver to the Township all property either tangible or electronic which has been produced by, received by or otherwise submitted to WHG during or prior to the Term pertaining to WHG's work for the Township, including, but not limited to, information which constitutes or embodies Confidential Information which is in the possession of WHG or under WHG control.

6. Standards. WHG will act in good faith and in a professional, timely manner to complete all assignments.
7. Binding Effect; Assignment. This Agreement shall be binding upon and shall inure to the benefit of the Township and its successors and assigns. This Agreement shall be binding upon and shall inure to the benefit of WHG. Neither this Agreement nor any right, interest or duty hereunder shall be assignable or transferable or delegated by WHG.
8. Miscellaneous. No provision of the Agreement may be modified, waived or discharged unless such modification, waiver or discharge is agreed to in writing and signed by the WHG and the Township. No waiver by either party hereto at any time of any breach by the other party hereto of, or compliance with, any condition or provision of this Agreement to be performed by such other party shall be deemed a waiver of similar or dissimilar provisions or conditions at the same or at any subsequent time. The Agreement sets forth the entire understanding of the parties hereto with respect to the subject matter hereof and supersedes all prior and contemporaneous agreements, written or oral, between them as to such subject matter.
9. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Michigan without reference to the conflict of laws principles thereof.
10. No Promise, Representation or Guarantee of Outcome or Estimates.
 - (a) WHG makes no promise, representation or guarantee regarding the outcome, future financial condition of the Township or of any other matter with respect to the subject matter of this engagement, and the Township agrees to pay our fees and other charges regardless of any outcome unless we have a specific written agreement with the Township to the contrary.
 - (b) While WHG cannot promise or guarantee any particular outcome or future financial condition of the Township, the members of WHG will use their best efforts on the Township's behalf to achieve the goals and objectives of this engagement. It is understood that WHG will not settle or compromise any matter without consent of the Township. The Township and WHG understand, acknowledge and agree that WHG has no final decision-making authority and the Township may or may not approve, accept or reject any recommendation,

information or other work product prepared or offered by WHG. All recommendations, information or other work product prepared or offered by WHG shall be subject to review and approval by the Township. The parties mutually understand and agree that the Township reserves exclusive authority and discretion to implement, adopt, accept, reject, or modify any work, service or recommendation performed or offered by WHG and the Township assumes full responsibility and any resulting liability, loss, financial condition, costs, or damages, if any, arising out of the Township's exercise of this authority and discretion.

11. Indemnification.

- (a) The WHG agrees to indemnify the Township and its officers, council, contractors, agents and representatives from and against any and all losses, damages, liabilities, claims, costs and expenses including reasonable attorneys' fees resulting from (a) any breach by the WHG of any of the provisions of the Agreement, (b) any negligent or willful acts or omissions of the WHG, and (c) any violation by the WHG of applicable federal, state, local laws, including the failure to withhold or pay taxes or other withholdings on the payment of compensation under Section 4 above.
- (b) The County, at all relevant times and under all circumstances, shall be solely and exclusively responsible for the proper maintenance, repair, operation, security and integrity of any and all County information and data systems, technology and equipment.
- (c) The WHG shall have no duty or obligation to defend, indemnify or hold the Township harmless for any claims, costs, losses or damages caused by any act or omission by the Township, including without limitation, the Township's breach of any duty, promise or obligation arising under this Agreement.
- (d) The Township agrees to hold harmless and indemnify WHG and its officers, staff and representatives from and against any and all losses, damages, liabilities, claims, costs and expenses including reasonable attorneys' fees resulting from (a) any breach by the Township of any duty, promise or obligation arising under this Agreement, or (b) any claims, damage or loss resulting from any act or omission by the Township or any of its employees, officials or agents, or (c) liability arising out of the Township's failure to follow directions or recommendations of WHG, its staff or representatives.

IN WITNESS WHEREOF, the parties have caused this Agreement to be duly executed as of the date first written above.

Authorization & Approval

On behalf of:	Dexter Township
Name:	Diane Ratkovich
Signature:	
Designation:	Supervisor, Dexter Township
Date:	/ /
On behalf of:	The WoodHill Group LLC.
Name:	Karen L. Coogan
Signature:	
Designation:	COO, The WoodHill Group LLC
Date:	/ /

Supervisor

From: Colleen Coogan <colleen.coogan@woodhillgrp.com>
Sent: Tuesday, May 11, 2021 7:19 AM
To: Supervisor
Cc: Karen Coogan
Subject: WoodHill Proposal
Attachments: Exhibit A Dexter Township.docx

Hi Diane,

Attached is the Exhibit A of our service agreement that lists the scope of work. Would you review and make changes as needed? I am copying Karen Coogan, our COO who will get you the service agreement once the scope of services is OK. Below are our current rates. Matt Horning, who has been working with Maris, is a program manager and currently bills at \$125 per hour.

Employee	Rater Per Hour
Principals and Directors	\$150
Program Managers	\$125
Accountants	\$100

Also - Matt is able to get moving now for you but the rest of our calendars don't open up until late June. I would make time to get in there before the next tax season begins to review the tax to general ledger program interface as that accounting set up is usually too complicated and can be streamlined significantly.

Thanks for waiting until my vacation was over!

Regards, Colleen

From: Supervisor <supervisor@dextertownship.org>
Sent: Monday, May 3, 2021 3:21 PM
To: Colleen Coogan <colleen.coogan@woodhillgrp.com>
Subject: RE: proposal

That works for me... Have a great Vacation... Diane

Diane Ratkovich
Supervisor, Dexter Township
6880 Dexter Pinckney Road
Dexter MI 48130
734-426-3767
supervisor@dextertownship.org

From: Colleen Coogan <colleen.coogan@woodhillgrp.com>
Sent: Monday, May 03, 2021 1:45 PM

Dexter Township Resolution # 21-XXX

A resolution to Engage Woodhill Group – Consulting Services - for Dexter Township.

WHEREAS, Dexter Township is seeking consulting services through Woodhill Group for Dexter Township; and

WHEREAS, Dexter Township is seeking an investment strategy with the Treasurer including a cash flow analysis streamlining of investment options, template for state required investment report to board, review of investment policy; and

WHEREAS, Dexter Township is seeking preparation of federal and state compliance reporting deadlines for existing activities, provide a gap analysis of existing financial policies and review the budget process document for best practices, review B&A financial program set up and make recommendations, revised tax collection and disbursement process to improve effectiveness and efficiency where needed and provide other resources with support where need for the staff of Dexter Township; and

NOW, THEREFORE, BE IT RESOLVED THAT the Dexter Township Board, by a vote of the majority at a regularly scheduled and duly noticed meeting held this 20th day of May, 2021, gives authorization to Supervisor Ratkovich to sign letter of engagement with Woodhill Group, for Dexter Township, to begin representing Dexter Township with consulting services, not to exceed \$7,000.00, beginning on the 20th day of May, 2021.

Resolution offered by

Resolution seconded by

Roll call vote:

Yeas:

Nays:

Abstain:

Absent: None

Tally Y = ; N = ; Abstain = ; Absent =

The Supervisor declared the resolution adopted.

CERTIFICATE

The undersigned, being the duly elected and acting Clerk of the Township of Dexter hereby certifies that the foregoing resolution was duly adopted at a regular meeting of the Dexter Township Board at which a quorum was present on the 20th day of May, 2020, and that the members voted thereon as hereinbefore set forth.

Michelle Stamboulellis, Clerk



DEXTER TOWNSHIP

AGENDA ITEM SUMMARY

MEETING OF: Township Board of Trustees 18 May 2021

Agenda Item Title : ASE PROPOSAL

Submitted by:

Executive Committee

Explanation of Agenda Item: Join the American Society for Employees and Engage Consulting towards upgrading personnel policy and completing compensation study.

Fiscal or Resource Considerations: YES ☒ NO ☐

Does this agenda item require the expenditure of funds? YES ☒ NO ☐

If YES, are funds budgeted? YES ☒ NO ☐

Are staff or other resources required? YES ☒ NO ☐

Is a budget amendment required? YES ☐ NO ☒

Attachments: Scope of Services

Staff Comments:

Motion to Approve : Motion to join the American Society for Employees and engage their consulting services starting May 18,2021 not to exceed \$3,000.00 for membership (\$976.25) and consulting and authorize Supervisor to sign contracts up to that value.

THRIVE.

People Powered by ASE.

THE POWER BEHIND YOUR ASE MEMBERSHIP.



ASE Proposal

May 11, 2021



Prepared by:

George Brown
Senior Vice President
P: 248.223.8019
E: GBrown@aseonline.org

Prepared for:

Diane Ratkovich
Supervisor, Dexter Township
Dexter Township
ASE Membership

ASE

5505 Corporate Drive
Suite 200
Troy, MI 48098
www.aseonline.org

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Member Services and Benefits	6
Member Discounted Services	8
Pricing and Terms	10



5/11/21

Diane Ratkovich
Supervisor, Dexter Township
Dexter Township
6880 Dexter-Pinkney Road
Dexter, MI 48130

Dear Diane:

Thank you for your interest in ASE. Membership with ASE gives your organization everything it needs to attract, recruit, retain, and **THRIVE**. Your leadership team will have access to our full spectrum of services with exclusive members-only benefits and discounts.

ASE members find our exclusive benefits give them organizational impact as it relates to:

Benchmark Survey Data

Compensation and Benefits Data

HR Strategy

Culture

Compliance

Talent Management

Talent Development

Talent Acquisition

Total Rewards

HR Infrastructure

ASE members become part of an exclusive HR community where they can access valuable resources and network and learn from their peers. In addition, members can showcase their services to our 750 members by attending members-only roundtables, forums, webinars, and more.

I would welcome the chance to show your team all the tools and staff resources membership can put at your disposal. If you have any questions after reviewing this proposal, please email or call me at the contact information below.

Sincerely,

A handwritten signature in black ink, appearing to read "George E. Brown", written in a cursive style.

George Brown
Senior Vice President
gbrown@aseonline.org
248-223-8019

ASE Overview

ASE is a not-for-profit employer association serving Michigan's business community. Member organizations rely on ASE to be their trusted source for information and support on all matters affecting the employment relationship.

ASE is focused on the critical and ever-changing workforce environment so that member organizations can cost-effectively get the relevant information, programs, and counsel they need to be employers of choice and help meet their business objectives.

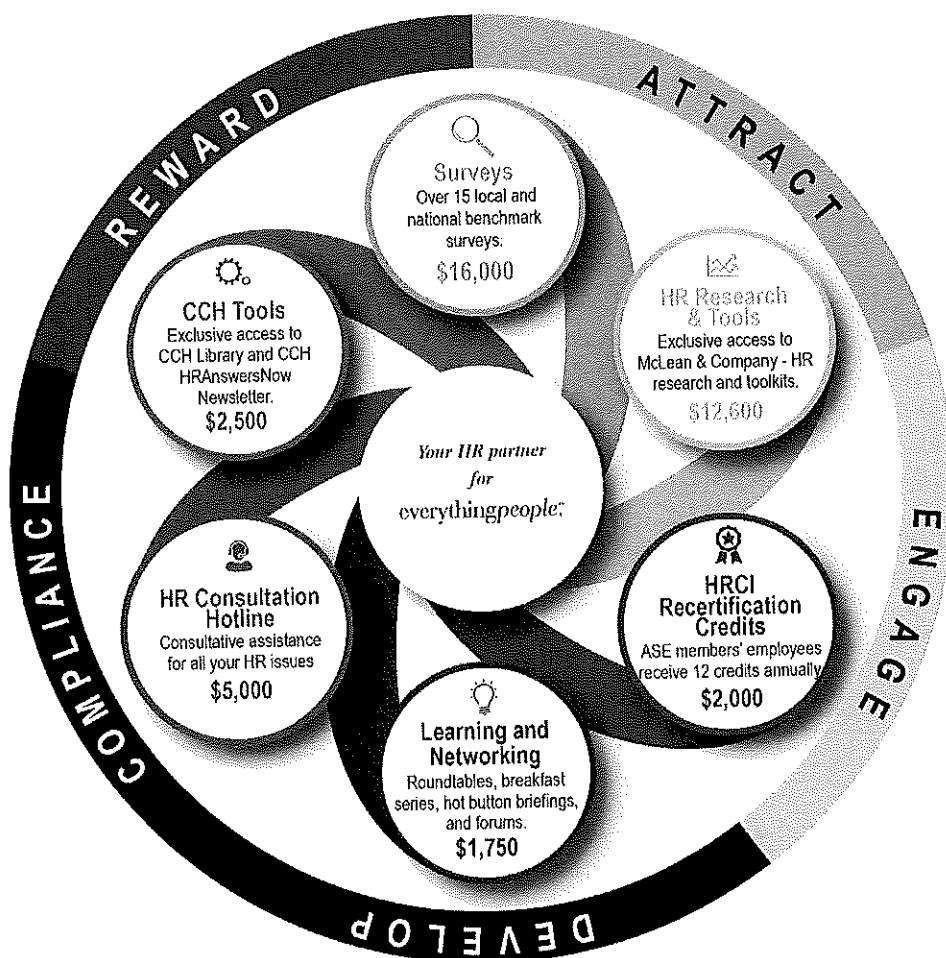
Michigan organizations rely on ASE to be their trusted HR partner. We help businesses **THRIVE** by providing them HR tools and resources to help recruit, retain, and develop talent while remaining compliant.

Services available include:

- Staffing
- Training & Development
- Pre-Employment
- Employee Engagement Programs
- Conferences and Events
- Affirmative Action
- Compensation Consulting
- Performance Management
- Handbook Development
- Workplace Investigations

Membership Value

An ASE membership pays for itself immediately. Upon joining, members receive immediate access to local survey data, valuable research databases, the HR Hotline, and more. We not only provide you the resources necessary to stay compliant with today's laws and regulations, but also to attract, engage, develop, and reward your employees.



TOTAL VALUE OF OVER
\$39,850

Member Services and Benefits

Benchmark Surveys

Immediately upon joining, members get access to \$16,000 in Michigan and national survey data. This includes our:

- Survey on Diversity, Equity, and Inclusion Practices
- Supervisory, Managerial and Professional Compensation Survey
- Office, Clerical and Technical Compensation Survey
- Production and Maintenance Compensation Survey
- Salary Budget Survey
- National Executive Compensation Survey
- Salaries for Co-op Students & Recent College Graduates Survey
- Healthcare Insurance Benefits Survey
- Policies and Benefits Survey
- ... and many more.

HR Consultation Hotline

ASE members receive unlimited access to our HR Hotline team of subject-matter experts, Monday through Friday, 8:00 a.m. to 5:00 p.m. for any HR-related question or need. This is a valuable resource for answering the complex HR questions that arise on any given day.

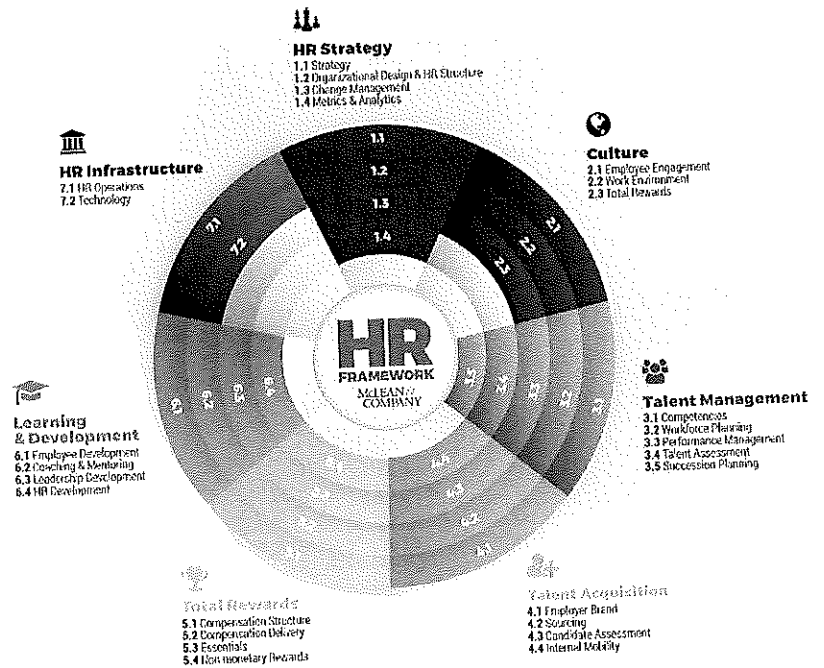
HRCI Recertification Credits

All employees at ASE-member organizations who have an HRCI certification, can earn up to 12 credits annually just for being employed at an ASE-member organization.

HR Research and Tools

ASE has formed strategic partnerships with national providers, all leaders in their industries, to bring ASE members the skills and information they need to drive performance and meet their business objectives. You can access ASE member dashboard resources 24 hours a day, 365 days a year. You'll find answers, solutions, and tools designed to improve and streamline your HR strategy, policies, and practices with our **McLean & Company** and **CCH HRAnswersNow** resources.

- **McLean & Company** is a leading HR research and advisory firm providing best practice research & tools designed to drive business performance through practical solutions. Research areas include HR Strategy, Culture, Talent Management, Talent Acquisition, Total Rewards, Learning & Development and HR Infrastructure.

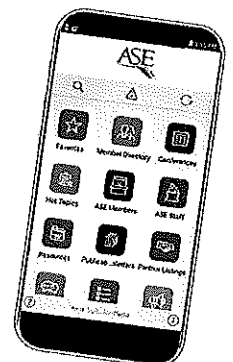


- **CCH HRAnswersNow** focuses on the topics and tools most relevant to you and your business, providing straightforward answers as well as links to relevant laws and regulations. CCH HRAnswersNow covers the compliance issues that matter most to you: employee information and records, staffing, compensation and benefits, employee development, employee relations, discrimination, workplace safety, and HR strategy. Within this robust resource you will find the outstanding State Employment Laws database, a customizable Job Description tool and a Performance Appraisal module. This resource is an invaluable one for making informed HR decisions.

ASE 365 App

ASE's app has gone 365! Instead of just an event app, the ASE app is now available 365 days a year to ASE members. Features include:

- Hot Topics
- ASE Staff
- Member Directory
- ASE Partner Listings



Learning and Networking

- **Member Roundtables** - Peer networking is a valuable source of learning. ASE facilitates monthly, complimentary member-only roundtable discussions on topics of current interest to the HR and general business practitioner. All sessions are designed for experienced professionals to come together, share best practices, and learn from each other.
- **Member Forums** - ASE member forums meet four times per year and provide an informal setting for sharing ideas, best practices, and trends with other professionals. They are a great opportunity to network with other ASE members and discuss opportunities and challenges employers face in the areas of General HR, Labor Relations, Total Rewards, Recruitment, and Training & Development.
- **Hot Button Briefings** - ASE is dedicated to educating its members about HR-related legislative and regulatory updates. Hot Button Briefings, usually regarding developments that are particularly urgent, will provide you with an overview of proposed laws or regulatory changes and give you the opportunity to quiz our experts and get the most up-to-date information.

Member Discounted Services

Staffing Services

In today's competitive hiring climate, having a partner who can deliver the right talent, on-time, and with exceptional service is priceless. ASE continually sources new talent and can help with Direct Hire, Temp-to-Hire and Temporary Staffing. We provide highly skilled professionals across the enterprise, including Human Resources, Finance/Accounting, Supply Chains, Sales, Marketing, and Administrative Support. ASE members pay only a 10% direct-hire placement fee.

Pre-Employment Services

ASE can protect your organization from the cost of bad hiring decisions with our complete background and drug screening services.

Training & Development Services

ASE instructors conduct courses in areas that are critical to improve capabilities and culture. Members save on average, \$50 per person per class, in open enrollment sessions. Custom programs are available at your location, at an average savings for members of \$600 per day.

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Handbook Development

ASE can assist you by reviewing and updating your current handbook or developing a new one. This service includes:

- Auditing your organization's handbook policies
- Ensuring the handbook contains all necessary and updated legal notices and disclaimers
- Avoiding conflicting policy statements that cause confusion and may lead to legal challenges
- Recommending a complete set of policy statements that positively presents your organization to its employees
- Developing reader-friendly language to explain your policies and procedures
- Designing a straightforward layout that facilitates reader-friendliness and ease of future editing

Additional member discounted services include:

- Affirmative Action/EEO Services
- Coaching
- Compensation Consulting
- HR Diagnostics
- HR Assessment
- Employee Engagement
- Outplacement Solutions
- Talent Consulting/OD

Conferences & Events

As part of our commitment to provide ASE members with the very best, we pride ourselves on providing abundant opportunities for peer networking, educational updates, and up-to-date presentations on need-to-know topics. We host a number of conferences annually, including our annual HR Conference, the Compensation and Benefits Conference, Future of Work, HR Comply, and our Annual Summit and HR Executive of the Year Celebration. In addition to the timely and actionable information presented, these conferences are great opportunities to network with HR and business executives from around the state.

Pricing and Terms ²⁵⁰

There is a one-time entrance fee of ~~\$300~~, and the annual dues for a company with 50 or fewer FTE's would be \$995. With the 25% municipality discount, your membership dues would be **\$746.25**. Your membership would cover a 12-month period. The company joins; there are no other membership fees for any company employee.

As a condition of membership with ASE, members agree that they will not disclose, copy, loan, share, use, or provide ASE or its affiliate companies, data, surveys, tools, templates, services, and information to any outside organization.

This pricing is valid for 45 days from the date of this proposal.

Appendices

Please see the following appendices as attachments:

- ASE Membership and Services Overview
- ASE Member Roster
- ASE Survey Calendar
- ASE Guest CCH User Information



MEMBERSHIP APPLICATION

COMPANY INFORMATION:

Organization Name: Dexter Township
Street Address: 6880 Dexter Pinckney Road
Mailing Address: _____
City: Dexter State: MI Zip: 48130 + _____
County: Washtenaw Main Phone: 734 426 3767 Fax: _____
Website: www.dextertownship.org

PRIMARY CONTACT INFORMATION:

In whose name (primary contact) should our official communications and billings be sent?

Name: Diane Ratkovich
Job Title: Supervisor
Direct Phone: 734 426 3767 Cell: _____
Email: supervisor@dextertownship.org

COMPANY DEMOGRAPHICS:

Principal business activity: What does your company produce or sell?

Provide your Standard Industrial Classification code (SIC)? (if known) _____

DUES CALCULATION:

To determine your annual dues, provide your FTE employee count for all companies by Michigan County:

County: Washtenaw FTE Employee Count: 12 (976.25)
County: _____ FTE Employee Count: _____

I understand that membership is on an annual basis and is renewed automatically on January 1st of each year (except for the second year, which is pro-rated from the anniversary of joining ASE for the remainder of any months up to December 31). I also understand and agree that if at the end of any annual membership period the decision is made to discontinue membership in ASE, this resignation must be conveyed to ASE in writing.

Signature

Title

Date

19575 Victor Parkway, Suite 100 • Livonia, MI 48152 • Phone: 248.353.4500 • Fax: 248.353.1224 • Website: www.aseonline.org

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Benefits Included in Your ASE Membership

ASE MEMBERSHIP

Contact George Brown to learn more about the value of an ASE Membership.

George Brown
Senior Vice President
gbrown@aseonline.org
248.223.8019



5505 Corporate Drive
Suite 200
Troy, MI 48098
www.aseonline.org

An ASE membership pays for itself immediately. From surveys to research libraries to exclusive networking opportunities, you have access to a vast array of services and resources included as part of membership.

WHAT'S INCLUDED

■ Survey Services

Upon joining, members get immediate access to over 15 different compensation and benefits benchmarking surveys. The total value of these surveys is over \$11,000. We also offer members the ability to analyze the data by geographic area, company size, industry type and revenue for quick comparisons.

■ HR Hotline

ASE's knowledgeable experts are always just a phone call or email away. No matter the question, we want you to call us first! We're here to provide guidance whenever your HR department needs it.

■ HR Research Libraries

As an ASE member you'll receive access to McLean and Company and CCH research libraries. This feature alone is valued at over \$20,000.

- McLean & Company offers HR best practices, research on trending issues, and templates for quick and easy implementation of those best practices.
- CCH is a research library for up to date compliance and policy issues.

■ Member Roundtables

ASE members are invited to network and participate in complimentary, monthly roundtable discussions focused around timely HR issues.

Member Services to Meet All Your HR Needs

ASE offers an array of HR-related services at discounted rates for its members.

Talent Acquisition – ASE's talent acquisition team is continually sourcing new talent and has a talent pool that is available and ready to work when you need them.

WE OFFER:

- Temporary Staffing
- Temp-to-Hire
- Direct Hire

Talent Development – ASE offers a wide variety of educational programs and services to address virtually any employee development need your organization has.

WE OFFER:

- Open-Enrollment Courses
- Custom Programs
- Online Learning
- Coaching
- Talent Consulting

Pre-Employment – We offer tools and services for pre-employment assessment as well as background checking services and drug testing.

Employee Engagement Programs – We take a multi-leveled approach to tackle engagement from surveying, to reporting, to actual implementation support and assistance.

Conferences and Events – Throughout the year ASE offers educational conferences to keep you up to date on the latest policies and trends in HR. We also offer networking mixers, legislative briefings, specialized forums, and more.

Affirmative Action – ASE's Affirmative Action services can keep your organization compliant and mitigate risk. We can review, develop, or update Affirmative Action plans for federal contractors or sub-contractors.

Compensation Consulting – ASE can assess and analyze your current compensation program and make recommendations for improvements in order to attract and retain the best talent.

Performance Management – ASE offers performance management software to assist our members with their performance management process making their performance appraisals and merit planning quick and easy.

Handbook Development – ASE can review your current handbook or develop a new one. We'll ensure your policies are up to date and legally enforceable.



5505 Corporate Drive • Suite 200
Troy, MI 48098

www.aseonline.org

ASE CCH HRAnswersNow! (Members Only Portal)

Try it today!

We're betting that you'll be using this tool as much as we have...

To view and test drive ASE's "Members Only" CCH HRAnswersNow! portal you must first login as a guest user:

- Go to our web site – www.aseonline.org
- Click "Login" in the top right corner of the home page.
- Enter the following guest Username and Password:

Guest Username: vl@aseonline.org
Guest Password: Flowers2021 (expires 5/31/2021)
 (Note: Both are case sensitive.)

- Click "Login"
- You will be taken to the Guest Dashboard page.
- On the left side directory under MY RESOURCES click "CCH HRAnswersNow!".

You will be immediately be taken to the CCH HRAnswersNow! portal, where you will have full, complimentary access to this exceptional resource. Enjoy your complimentary access!

ASE AMERICAN SOCIETY OF EMPLOYERS everythingpeople.

Home Saved Searches Favorites Notes My Libraries

Search Options ☒ Include synonyms

My Libraries Search only in My Libraries For more options see search help

Browse Content

- Employee Benefits
- Human Resources
- Payroll
- State Employment Law
- Smart Charts & Tools

Tools

- Online Business Forms Library
- Overview of Federal Health Care Reform
- Per Diem Rates - GSA
- Sample Documents
- Sample Employee Handbook
- FMLA - ADA Leave Advisor
- HR Training Tools in PowerPoint
- JobDescriptions.com
- PerformanceReview.com
- State and Federal Employment Law Compare
- White-Collar Exemption Advisor

What's New

- Retirees of automotive manufacturer established entitlement to lifetime health benefits — FEDERAL NEWS, (Apr. 26, 2017)
- Withholding and Reporting -- Here is some advice on how to handle uniform costs, (Apr. 26, 2017)
- IRS Issuances -- IRS issues reminder on tips and service charges, (Apr. 26, 2017)
- Nearly a third of employees report decreased productivity due to political conversations at work — SURVEY RESULTS, (Apr. 26, 2017)
- Report shows almost four times more budget is spent on property related risks vs. cyber risk — SURVEY RESULTS, (Apr. 26, 2017)
- \$100K settles agency's first challenge to an employer wellness program — FEDERAL NEWS, (Apr. 25, 2017)
- Lawmakers reiterate requirements that would make EB-5 visa program viable — PENDING LEGISLATION, (Apr. 25, 2017)
- Unprecedented volatility adds new urgency and complexity to old risks, Aon reports — SURVEY RESULTS, (Apr. 25, 2017)
- DOL gets another extension in defense of overtime rule — FEDERAL NEWS, (Apr. 25, 2017)
- Annual SHRM survey reveals job satisfaction remains high — SURVEY RESULTS, (Apr. 25, 2017)

Wolters Kluwer

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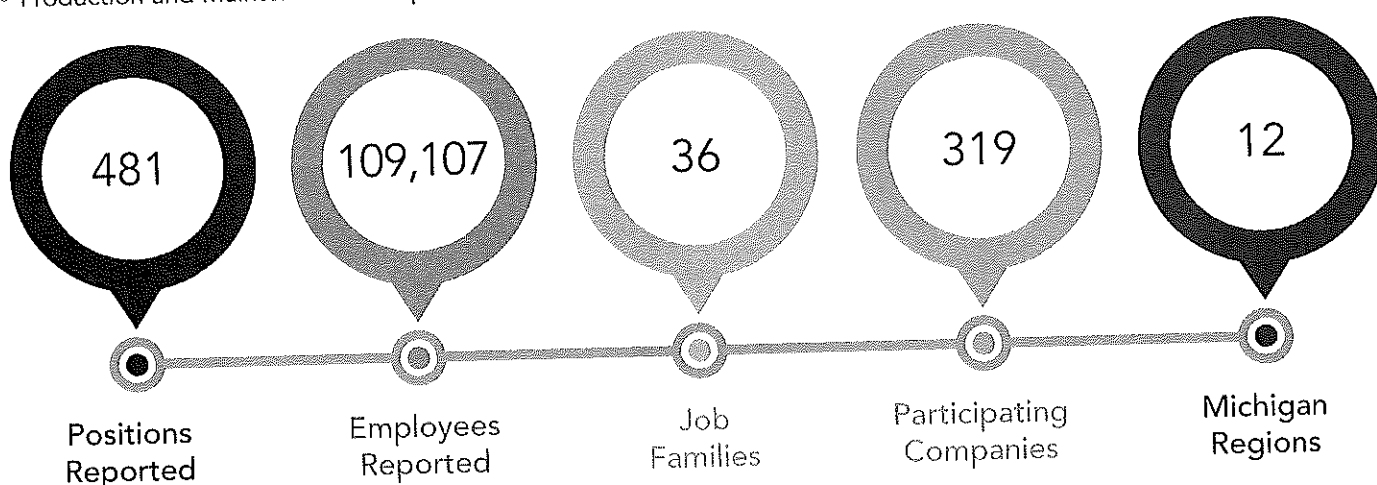
For more information on how to become a member, call the Membership Development Department at 248-223-8019

ASE is Michigan's Premier Source of Employer-Reported Data

2021 Local Compensation Surveys

- Supervisory, Managerial and Professional Compensation Survey
- Office, Clerical and Technical Compensation Survey
- Production and Maintenance Compensation Survey

Participation Window: Jan. 26 - Feb. 26, 2021
Participant Purchase Price: ASE member - Free, Non-ASE member - \$725



2020 Survey Data

2021 National Executive Compensation Survey

Participation Window: Jan. 5 - Feb. 19, 2021
Participant Purchase Price: ASE member - Free, Non-ASE member - \$725

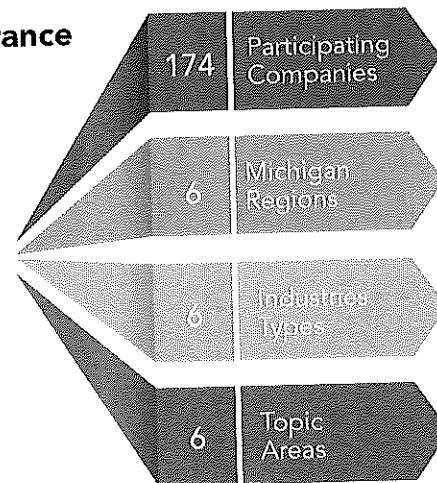
16	Co-Sponsoring Employer Associations
48	Executives & Senior Management Jobs
1,671	Participating Companies
19	Geographic Areas
10,059	Employees

2020 Survey Data

2021 Health Care Insurance Benefits Survey

Participation Window: Apr. 13 - Apr. 30, 2021
Participant Purchase Price: ASE member - Free, Non-ASE member - \$725

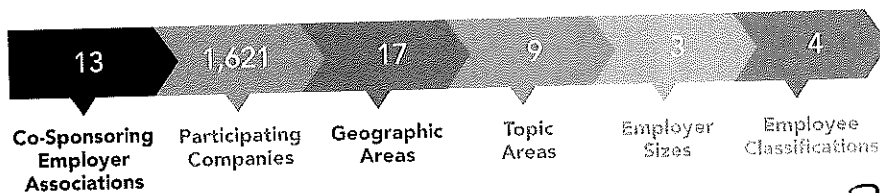
Includes Supplier and Unionization Data Breakouts



2020 Survey Data

2021/2022 National Policies & Practices Survey

Participation Window: Sep. 21 - Oct. 29, 2021
Participant Purchase Price: ASE member - Free, Non-ASE member - \$725



2020 Survey Data

More Information? Visit: www.aseonline.org

ASE 2021 Survey Calendar



ASE MEMBERS ASE NON-MEMBERS

COMPENSATION SURVEYS	OPEN	DEADLINE	Final Report	Participant	Non-Participant	Participant	Non-Participant	Report Format
Production and Maintenance Compensation Survey	Jan 26, 2021	Feb. 26, 2021	June	Free	PDF & CODA* \$450	\$725	\$1,450	CODA PDF
Office, Clerical and Technical Compensation Survey	Jan 26, 2021	Feb. 26, 2021	June	Free	*Sold as a bundle only	\$725	\$1,450	CODA PDF
Supervisory, Managerial and Professional Compensation Survey	Jan 26, 2021	Feb. 26, 2021	June	Free		\$725	\$1,450	CODA PDF
Nonprofit Compensation Survey	Sep. 21, 2021	Oct. 15, 2021	February	Free	\$225	Free	\$1,450	PDF
SALARY PLANNING SURVEYS								
Salary Budget Survey	June 1, 2021	Jun. 18, 2021	September	Free	Free	\$300	\$625	PDF
Salaries for Co-op Students & Recent College Graduates Survey	Nov. 9, 2021	Dec. 3, 2021	February	Free	Free	\$300	\$625	PDF
BENEFIT SURVEYS								
Health Care Insurance Benefits Survey	Apr. 13, 2021	Apr. 30, 2021	August	Free	\$225	\$725	\$1,450	PDF
Michigan Policies & Practices Survey	Sep. 21, 2021	Oct. 29, 2021	February	Free	\$225	\$725	\$1,450	PDF
NATIONAL SURVEYS								
National Business Trends Survey	Sep. 14, 2021	Oct. 15, 2021	November	Free	Free	-	\$625	PDF
National Executive Compensation Survey	Jan. 5, 2021	Feb. 19, 2021	May	Free	\$225	\$725	\$1,450	PDF
National Policies & Practices Survey	Jan. 5, 2021	Oct. 29, 2021	February	Free	\$225	\$725	\$1,450	PDF
National Sales Compensation & Practices Survey	Compiled Survey	N/A	November	Free	\$225	\$725	\$1,450	PDF
National Wage & Salary Survey	Compiled Survey	N/A	December	Free	Free	-	\$1,450	PDF
AD HOC POLICY & PRACTICES SURVEYS								
Holiday Schedule & Practices Survey	Aug. 31, 2021	Sep. 10, 2021	October	Free	Free	-	\$625	PDF
Pay Administration Survey	Jul. 20, 2021	Aug. 6, 2021	September	Free	Free	-	\$625	PDF
Workplace Flexibility Survey	Jul. 20, 2021	Aug. 6, 2021	September	Free	Free	-	\$625	PDF

ASE 2021 Survey FAQ's



free reports !
for member
participants

questions ?
Contact us:
surveys@aseonline.org
248.223.8053

How are survey invitations sent?

By email to the designated "Primary Contact and Survey Contact" within your organization.

As a member, do I have to participate to get free data?

Yes. However, you'll still be able to buy the reports using your member discount.

How do I participate online?

Click on the custom link provided in our email invitations or contact us at surveys@aseonline.org.

Do I have to participate online?

Online participation is encouraged. However, for additional options contact us at surveys@aseonline.org for more information.

Can I earn HRCI credit for participation?

Yes. You can earn one leadership credit per year. Qualifying surveys will be highlighted in our invitation emails. Directions for claiming your credit will be provided in the confirmation email.

Dexter Township Resolution # 21-XXX

A resolution to Engage ASE (American Society of Employees) for HR Services for Dexter Township.

WHEREAS, Dexter Township is seeking services through ASE for HR Services to create and craft Policy for Dexter Township; and

WHEREAS, Dexter Township is seeking an HR services that officers organization needed to attract, recruit, retain and Thrive, we will have access to a full spectrum of services as it relates to Benchmark Survey Data, Compensation and Benefits Data, HR Strategy, Culture, Compliance, Talent Management, Talent Development, Talent Acquisition, and HR Infrastructure for Dexter Township; and

WHEREAS, Dexter Township is seeking an HR service that also offers services that include Staffing, Training and Development, Pre-Employment, Employee Engagement Programs, Conferences and Events, Compensation Consulting, Performance management, and Handbook Development; and

NOW, THEREFORE, BE IT RESOLVED THAT the Dexter Township Board, by a vote of the majority at a regularly scheduled and duly noticed meeting held this 20th day of May, 2021, gives authorization to Supervisor Ratkovich to sign letter of engagement with ASE (American Society of Employment), for Dexter Township, to begin representing Dexter Township with HR and Policy services, not to exceed \$3,000.00, beginning on the 20th day of May, 2021.

Resolution offered by

Resolution seconded by

Roll call vote:

Yeas:

Nays:

Abstain:

Absent: None

Tally Y = ; N = ; Abstain = ; Absent =

The Supervisor declared the resolution adopted.

CERTIFICATE

The undersigned, being the duly elected and acting Clerk of the Township of Dexter hereby certifies that the foregoing resolution was duly adopted at a regular meeting of the Dexter Township Board at which a quorum was present on the 20th day of May, 2020, and that the members voted thereon as hereinbefore set forth.

Michelle Stamboulellis, Clerk



DEXTER TOWNSHIP

AGENDA ITEM SUMMARY

MEETING OF: Township Board of Trustees 18 May 2021

Agenda Item Title : Discussion on 6900 Dexter Pinckney Road

Submitted by:
Executive Committee

Explanation of Agenda Item: The current lease ends June 30, 2021

Fiscal or Resource Considerations: YES ☒ NO ☐

Does this agenda item require the expenditure of funds? YES ☐ NO ☒

If YES, are funds budgeted? YES ☐ NO ☐

Are staff or other resources required? YES ☐ NO ☒

Is a budget amendment required? YES ☐ NO ☒

Attachments:

Staff Comments:

The current lease is at \$1500. monthly 18,000 annual

Expenses are :	150.00 management fee	1,800
	Insurance	350
	Taxes	5,500
	Maintenance	2,500

\$7850. Annual Profit (not considering any major repairs or vacancy)



DEXTER TOWNSHIP

AGENDA ITEM SUMMARY

MEETING OF: Township Board of Trustees 18 May 2021

Agenda Item Title : Discussion of Vacant Position

Submitted by:

Executive Committee

Explanation of Agenda Item: Replacing Michelle Delancey

Fiscal or Resource Considerations: YES ☒ NO ☐

Does this agenda item require the expenditure of funds? YES ☒ NO ☐

If YES, are funds budgeted? YES ☒ NO ☐

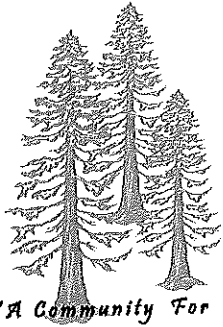
Are staff or other resources required? YES ☒ NO ☐

Is a budget amendment required? YES ☐ NO ☒

Attachments:

Staff Comments: The office needs to be staffed as quickly as possible. A suggestion is to hire an Administrative Assistant who can work 30 plus hours a week, overlap with Kim Jordan for training, keep the Township open Thursday and Friday with a plan on other responsibilities and who will train in those events (Payroll/Board Package/Assessor Assistant etc) As this person learns their job we can offer the succession to part time Office Manager and or have time to explore the desired structure of the front office.

Motion to Approve :none



DEXTER TOWNSHIP

PLANNING & ZONING

6880 DEXTER-PINCKNEY ROAD
DEXTER, MI 48130

TELEPHONE: 734-426-3767
DPZ@DEXTERTOWNSHIP.ORG
WWW.DEXTERTOWNSHIP.ORG

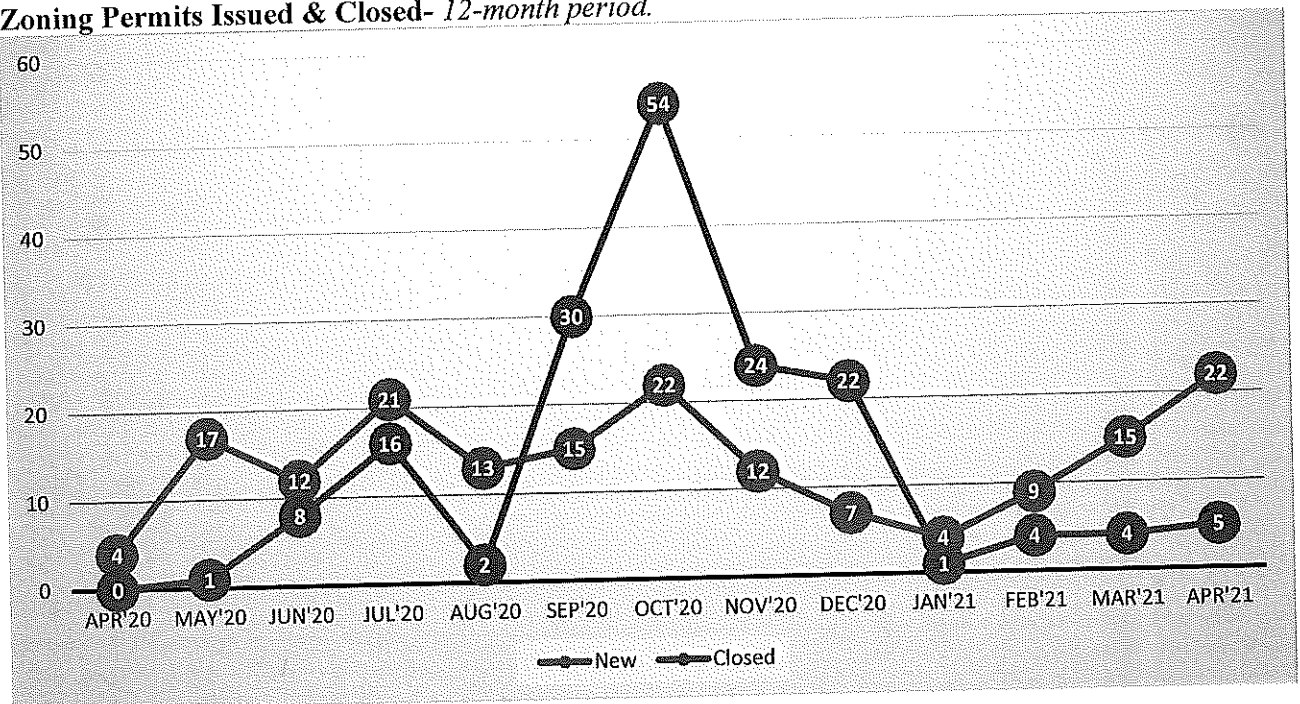
Planning & Zoning Report for April Activities - 2021

ZONING PERMITS

There were 22 new zoning permits issued this month (*April*)

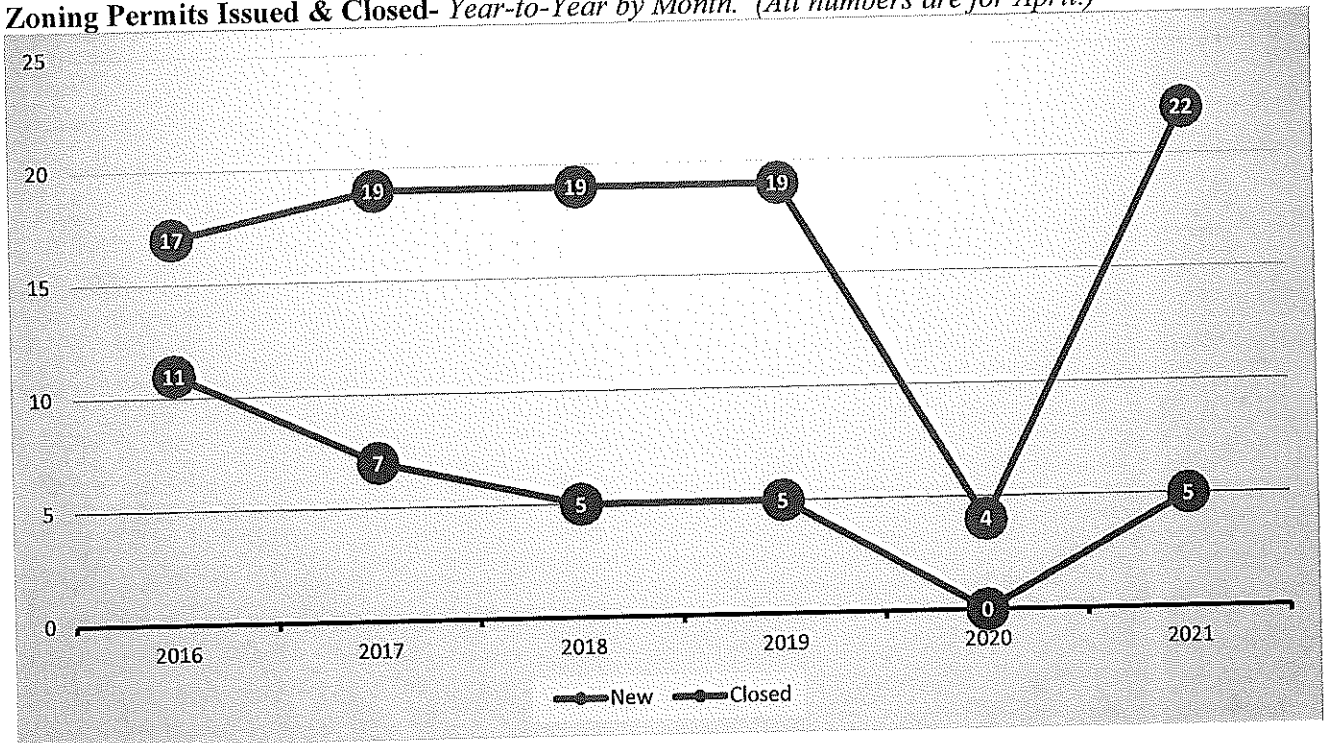
There were 5 zoning permits closed this month (*April*)

Zoning Permits Issued & Closed- 12-month period.

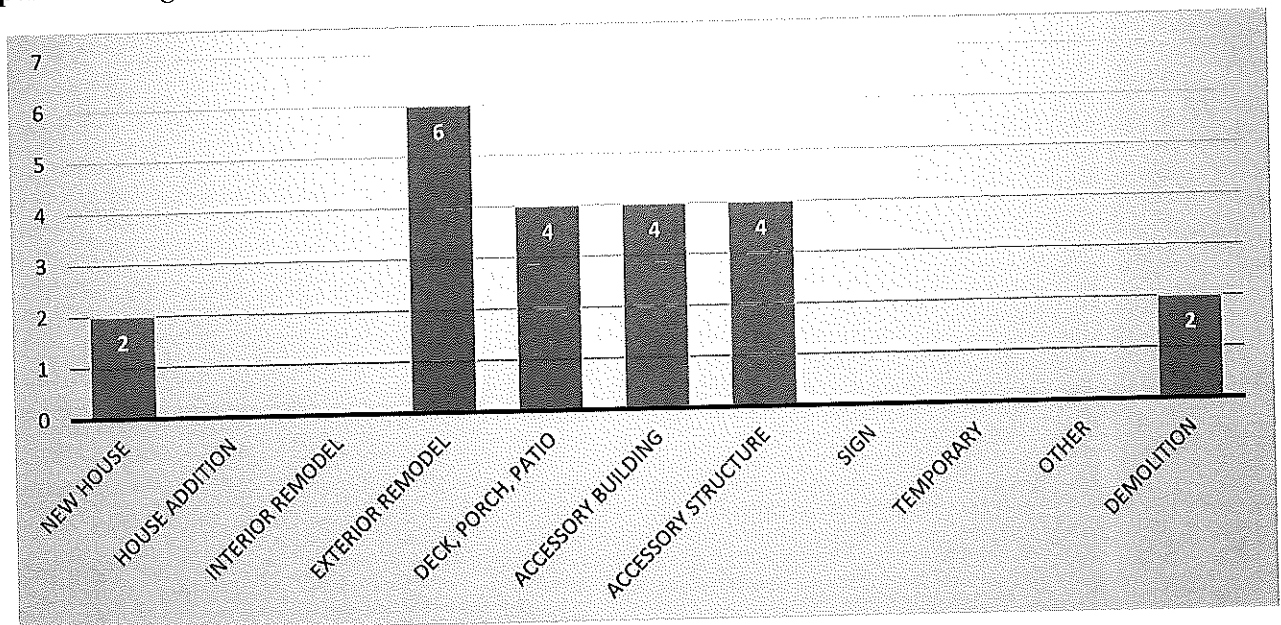




Zoning Permits Issued & Closed- Year-to-Year by Month. (All numbers are for April.)



Types of Zoning Permits Issued- (All zoning permits are for April.)





CODE ENFORCEMENT

There were 0 new complaint/violations this month (April)

There were 2 complaint/violation closed this month (April)

The number of new ordinance complaints/violations does not include the number of courtesy letters or letters of inquiry sent by the Ordinance Officer.

List of new Complaints/Violations- (All new complaints/violations, April.)

Violation Number	Address	Parcel #	Description	Status
Zoning Violations				
Blight Violations				

PLANNING COMMISSION

April Meeting:

The Planning Commission held one meeting in April.

April 9, Special Meeting

Petition	Project	Request/Description	Result
(20-PC-200.1)	Doletzkey Project	OSC/Preliminary site plan	Approved with conditions

April 23, Regular Meeting – No meeting

Petition	Project	Request/Description	Result

ZONING BOARD OF APPEALS

April ZBA Meeting:

Petition	Project	Request/Description	Result
(21-ZBA-890)	9930 Stinchfield Woods Rd.	Second story addition	Approved



Planning & Zoning Report
April 2021 Activities
Page 4 of 4

Western-Washtenaw Area Value Express (WAVE)

Board of Directors Meeting (Virtual)

8:00 a.m. Tuesday, March 23, 2021

Minutes

Present: President/Member at Large Jim Carson, Member at Large Bill Holmberg, Executive Director Julia Roberts, Chelsea Representative Peter Feeney, City of Dexter Representative Paul Cousins, Dexter Township Representative Maris Metz, Webster Township Representative Barbara Calleja, St. Joseph Mercy Chelsea Hospital Representative Reiley Curran

Absent: None

President Carson called the meeting to order at 8:06 am. Also acknowledged Arlene Bareis' tenure on WAVE Board and recent Lima Township resignation.

- I. Approval of the agenda
Motion by Holmberg, second by Cousins to approve this month's meeting agenda. All Ayes. Motion carried.
- II. Approval of the February 2021 Minutes
Motion by Cousins, second by Feeney to approve the minutes of the February 2021 meeting. All Ayes. Motion carried.
- III. Treasurer's Financial Reports- Roberts
 - a. February 2021 financial reports reviewed and discussed.
Motion by Holmberg, second by Feeney to accept the February 2021 financial reports, as presented. All Ayes. Motion carried
- IV. Executive Director's Report- Roberts
 - a. Reviewed and discussed Items distributed to Board members

V. Presidents Report- None

VI. Old Business-
Discussion and Consideration

a. AAATA ParaTransit RFP

Motion by Holmberg, second by Cousins to grant Executive Director to continue to work on the bid for the procurement of paratransit operations utilizing AAATA owned vehicles. All Ayes. Motion carried

b. Contract approval limits

Motion by Cousins, second by Feeney to allow Executive Director to sign contracts up to \$50,000 that are included in the WAVE Board approved annual budget. All Ayes. Motion carried.

VIII. New Business-

Discussion and Consideration:

a. Board Members

Motion by Carson, second by Holmberg to approve Maris Metz as the Dexter Township representative to WAVE Board. All Ayes. Motion carried.

i. Thanked the years of service Arlene Bareis, Lima Township Supervisor, has contributed to WAVE Board as she has decided to retire from the board. There are other candidates that could serve as potential replacements for Lima Township.

b. FY 2021 Local Municipal Contracts Allocation due to COVID 19

Motion by Cousins, second by Holmberg to delay the decision of deducting the difference from local municipality requests for reimbursement of budget contracts due to the effects of COVID 19. All Ayes. Motion carried.

c. Cares Act free rides to vaccinations in Chelsea

Motion by Curran, second by Calleja to provide free fares on WAVE rides to the Pierce Lake Elementary School vaccination site using CARES Act funding. All Ayes. Motion carried.

d. Easter Sunday Holiday

No Motion. Delayed until next Board meeting

President Carson adjourned meeting at 9:28 a.m.

Respectively Submitted,

Bill Holmberg, Secretary



WESTERN WASHTENAW RECYCLING AUTHORITY
WWRA FACILITY
8025 WERKNER ROAD, CHELSEA, MI 48118
WEBSITE: WWRARECYCLES.ORG

Board of Trustees Meeting
ZOOM
April 28, 2021

The meeting was a "virtual" meeting held over the Zoom platform, properly noticed as such and available for public participation.

1. Call to Order – Chairperson Iannelli

The meeting was called to order at 7:00 pm.

2. Roll Call

City of Chelsea	Tony Iannelli – Present
Dexter Township	Michelle Stamboulellis – Present
Lima Township	Nanette Havens – Absent
Lyndon Township	Bob Mester – Absent
Lyndon Alternate	Kristina Martin – Present
Manchester Township	Krista Jarvis – Absent
Bridgewater Township	Vacant
Facility Manager	Marc Williams – Present
Recording Secretary	Janis Miller – Present

3. Approval of the Agenda

Motion by Martin, supported by Stamboulellis, to approve the agenda as presented.
Motion carried 3-0.

4. Approval of Minutes – Bob Mester, Secretary

Motion by Martin, supported by Stamboulellis, to approve the March 24, 2021 minutes as amended.
Motion carried 3-0.

5. Public Comment – None.

6. Treasurer's Report – Nanette Havens, Treasurer

a. Bond	Interest \$3.36	Balance \$595,771.61
b. Operating	Interest \$111.05	Balance \$375,665.11
c. General		Balance \$278,013.17

Motion by Iannelli, supported by Martin, to authorize payment of bills. Motion carried 3-0.

7. Facility Manager's Report for the month of March – Marc Williams

A. Volume and Revenue Report

- March processed 514.75 Tons, down 200 Tons from 2020.
- Revenue is \$81,505.48. Revenue to date is up \$104,529.54 from 2020.

- iii. Bills are up \$67,072.42, which includes first grant payment, from 2020.
- iv. Newspaper up \$5 ton
- v. OCC (cardboard) up \$10 ton
- vi. Natural Plastic up \$60 ton – biggest demand right now is for plastic
- vii. Aluminum down \$80 ton
- viii. Tin up \$10 ton

B. Operating Status of Facility and Single Stream System

- i. Replaced conveyor belt on C-11 line used to sort plastic. Completed April 14th.
- ii. Electrical conduit completed April 14th. Once revised install specs received will run electrical wire.
- iii. Baler repairs scheduled for August 17 – 20, 2021. Cost of repair parts is \$343,117.60 with 50% down (\$17,058.80) to lock in the price quote. The remaining 50% will be paid after the repairs are completed. WWRA will rent the equipment (1 month) to remove baler components and parts installation at a cost less than what Speed Tech quoted. Parts will take 7 -9 weeks to arrive after ordered.

Motion by Martin, supported by Iannelli, to approve the 50% down payment in the amount of \$17,058.80, for baler parts needed August 17th, with the remaining \$17,058.80 due after the completion of the repairs. Motion carried 3-0.

C. Equipment Update

- i. 2019 Mack - changed trans fluid
- ii. 2003 Trash truck - replaced two break chambers
- iii. 2011 International - replaced main hydraulic line along with fixing wiring issues with taillights
- iv. 2007 Sterling – replaced two broken rear shocks along with replacement of old, leaking coolant filter.

D. Staff and Labor Update

- i. Ricky Boyer resigned March 30, 2021, family issues and not physically able to work right now.
- ii. Nick Burga hired April 19th as a fulltime employee, after his 480 hours with FastTemps.
- iii. Performance reviews continuing. Total of staff raises in 2021 will be \$12,740.00.

E. Contracted Recycling Collectors Update

- i. Facility Manager Marc Williams has been attending member municipalities board meetings to discuss increasing the tax assessment for inflation.
- ii. There is a possibility of ninety (90) new homes in Chelsea.
- iii. Commercial rate increases – will increase revenue by 20%.
- iv. During the down time (baler repairs/robot installation) Marc will be working with the outside haulers on developing a schedule when they can deliver materials to WWRA. There will be no change to WWRA services with bin contents stored inside the facility, until the facility is up and running.

F. Grant Update

- i. MachineX has revamped their system, improving it, therefore the final layout proposal will not be available until May 7, 2021.
- ii. AI Robot scheduled to be installed August 19 – 24, 2021.
- iii. Will need approval at the June Board meeting for the next payment to MachineX, in the amount of \$218,991.50, as the payment is due July 7, 2021.
- iv. April 19, 2021 finalized reimbursement request to EGLE in the amount of \$40,808.22.

8. New Business

- A. Staff Report
Staff performance reviews continuing.
- B. Timeline for repairs
Baler repairs August 17 – 20, 2021. While shut down will do miscellaneous repairs around the shop as well as standard equipment cleaning/repairs.
- C. AI Robot installation milestones & target dates
AI Robot scheduled to be installed August 19 – 24, 2021. With MachineX build experience, the machine will be smaller than previous models, and they will be adding to the catwalk up top, allowing for more space. Reference power point Marc emailed to the Board, page 9 Schedule. Marc would like to schedule an open house after installation to showcase the AI Robot.

9. Public Comment – None.

10. Future Agenda Items

- A. May Board meeting approve staff performance reviews and staff raises.
- B. June Board meeting will need approval of payment due on July 7, 2021, to MachineX, in the amount of \$218,991.50.

11. Adjournment

Motion by Martin, supported by Stamboulellis, to adjourn. Motion carried 3-0.
Adjournment at 7:35 pm

*Next regularly scheduled meeting of the WWRA Board of Trustees will be
Wednesday, May 26, 2021 at 7:00 P.M. via Zoom.*

Absent
WWRA Secretary

Janis Miller
Recording Secretary

Dexter Township

MICHELLE STAMBOULELLIS, CLERK

REPORT FOR THE MONTH OF MAY 2021

BUDGET:

- Target: **6.34%**
- General Fund to date Revenue **100.09%** Expenditures: **100%**
- Fire Fund to date Revenue: **101.1%** Expenditures: **98.28%**
- Police Fund to date Revenue: **101.1%** Expenditures: **98.97%**

Budget printout available on request.

QUALIFIED VOTER FILE:

The Clerk's office processed 36 new applications and cancelled 18 voter registrations during April 2021.

MEETINGS AND TRAINING ATTENDED/TO BE ATTENDED:

4/21/2021: Election "Verify Count" Zoom Webinar Class

4/28/2021: WWRA Meeting

5/4/202: Executive Committee Meeting

5/11/2021: ASE (American Society of Employees) Zoom – Transparent Compensation

Respectfully Submitted,



Michelle Stamboulellis, Clerk

Authorization of Payments

First Distribution – May 11, 2021

Clerk's Office

Michelle Stamboulellis, Clerk
Authorization of Payments
May 11, 2021
First Distribution

Attachment(s):

1. May 2021 Payroll
2. General Fund Disbursements – (4/21/2021 thru 5/11/2021) and 5/12/2021 thru 5/18/2021)
3. Fire Fund Disbursements – (3/17/2021 thru 4/13/2021)
4. Police Fund Disbursements – (3/17/2021 thru 4/13/2021) and (4/14/2021 thru 4/20/2021)
5. General Agency Fund Disbursements – (4/21/2021 thru 5/11/2021) and 5/12/2021 thru 5/18/2021)

May Gross Payroll	\$29,560.60		
Disbursements	(4/21/2021 thru 5/11/2021)	(5/12/2021 thru 5/18/2021)	Grand Total
General Fund	\$47,447.88	\$	\$
Fire Fund	\$74,022.43	\$	\$
Police Fund	\$0.00	\$	\$
Agency Fund	\$523,647.97	\$	\$
MLWSA Debt	\$0.00	\$	\$
Total	\$645,118.28	\$	\$

GENERAL FUND 101

FIRE FUND 206
T & A FUND 701

April 21, 2021 thru May 11, 2021
Month of May
First Run

Check Date Bank Check # Payee Description Account Dept Amount

FUND: 101 GENERAL FUND

04/22/2021	GEN	694(E)	PAYCHEX, INC.				
			CONTRACTED SERV./ PROCESSING	801.002	294	456.20	
			CONTRACTED SERV./ DELIVERY-COURIER	801.002	294	11.50	
			CONTRACTED SERV./ QUARTER END COURIER	801.002	294	16.00	
			PRODUCT DISCOUNT	801.002	294	(114.05)	
			CHECK GEN 694(E) TOTAL FOR FUND 101:			369.65	

Check Date Bank Check # Payee

Description

Account Dept

Amount

04/22/2021	GEN	695(E)#	PAYCHEX PAYROL	TRUSTEE SALARY	706.001	101	2,060.00
				SUPERVISOR SALARY	706.001	171	3,095.17
				ASSESSOR ASSISTANT WAGES	706.011	209	46.06
				CLERK SALARY	706.001	215	3,095.17
				CLERK DEPUTY WAGES	706.002	215	2,666.86
				DEPUTY WAGES JANET 457	706.002	215	(400.00)
				CLERK CLERICAL WAGES	706.005	215	361.26
				BOR CLERICAL WAGES	706.005	247	460.60
				TREASURER SALARY	706.001	253	3,095.17
				DEPUTY TREASURER WAGES	706.002	253	1,547.81
				OFFICE MANAGER WAGES	706.010	294	5,291.14
				OFFICE MANAGER WAGES KIM 457	706.010	294	(600.00)
				MISC PER DIEM	707.000	294	500.00
				FICA/MED MATCH	725.000	294	1,941.14
				MERS	725.002	294	(840.55)
				PC CLERICAL WAGES	706.005	400	187.16
				PC PER DIEM	707.000	400	550.00
				PLANNER (PC)	801.003	400	1,595.00
				ZBA CLERICAL WAGES	706.005	412	204.57
				ZBA PER DIEM	707.000	412	400.00
				PLANNING CONSULTANT ZBA	801.005	412	957.00
				DIRECTOR OF PLANNING & ZONING	706.003	413	3,828.00
				OFFICER WAGES	706.008	413	2,281.97
				OFFICER WAGES 457	706.008	413	(273.84)
				CHECK GEN 695(E) TOTAL FOR FUND 101:			32,049.69

04/26/2021	GEN	24390	CONSUMERS ENERGY	3/18/2021 - 4/14/2021 TWP HALL	920.000	265	80.22
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04/26/2021	GEN	24391	VOXOX	TELE/SIPTRUCK 5@9.99	728.000	294	49.95
				TELE/DID NUMBER 29 @ \$.50	728.000	294	14.50
				TELE/CALL CHARGES 3/20/2021 - 4/19/2021	728.000	294	11.50
				TELE/UNIVERSAL SERVICE FUND	728.000	294	2.49
				TELE/STATE 911 FEE 5 @ \$.19	728.000	294	0.95
				TELE/WASH CO 911 FEE 5 @ \$.69	728.000	294	3.45
				TELE/E911 SERVICE CHARGE	728.000	294	2.49
				CHECK GEN 24391 TOTAL FOR FUND 101:			85.33

Check Date Bank Check # Payee

Description

Account Dept

Amount

05/11/2021	GEN	24392	ARBOR SPRINGS WATER CO., INC.	SUPPLIES/ 5 (5) GALLONS WATER @ \$6.50	727.001	265	32.50
				SERVICE CHARGE	727.001	265	6.00
				CHECK GEN 24392 TOTAL FOR FUND 101:			38.50

05/11/2021	GEN	24393	BOLLINGER SANITATION & EXCAVATING	CLEAN SEPTIC TANKS/FILTER	956.000	265	455.00
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05/11/2021	GEN	24394	CEI MICHIGAN, LLC	ROOF REPAIR FIRE SS	955.001	270	4,500.00
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05/11/2021	GEN	24395	CHARTER COMMUNICATIONS	SPECTRUM ENTERPRISE TV	801.002	228	66.95
				SPECTRUM ENTERPRISE INTERNET	801.002	228	105.00
				FEES & CHARGES	801.002	228	2.18
				CHECK GEN 24395 TOTAL FOR FUND 101:			174.13

05/11/2021	GEN	24396	CMR MECHANICAL	TRIP FEE	955.001	270	40.00
				LABOR	955.001	270	110.00
				MARATHON 1/4 HP 115V 1725 RPM MOTOR	955.001	270	567.35
				OEM SHAFT BEARING 2 @ \$77.85	955.001	270	155.70
				V-BELT, A-34 V-BELT	955.001	270	16.05
				SHIPPING	955.001	270	30.00
				LABOR 4-13-21 ES 2.75 @ \$110.00	955.001	270	302.50
				LABOR 4-13-21 DR 2.75 @ \$110.00	955.001	270	302.50
				CHECK GEN 24396 TOTAL FOR FUND 101:			1,524.10

05/11/2021	GEN	24397	DTE ENERGY	ELECTRIC SERVICES 3/27/2021 - 4/27/2021	920.000	265	392.07
				HEATING / COOLING 3/27/2021 - 4/27/2021	920.000	265	34.62
				CHECK GEN 24397 TOTAL FOR FUND 101:			426.69

05/11/2021	GEN	24398	FONALITY	FONALITY SOFTWARE & SUPPORT 4/21 - 4/22	801.002	294	960.00
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05/11/2021	GEN	24399	FULTANK LLC	JANITORIAL SERVICE MAY 2021 (5 WEEKS)	956.002	265	625.00
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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
05/11/2021	GEN	24400	MASTERCRAFT PLUMBING INC.	INSTALL 2 IN TRUCK FILL LINE	955.001	270	3,515.00
				ADD 1/2 INSULATION TO LINE 2	955.001	270	1,495.00
				SERVICE CALL	955.001	270	69.00
				CHECK GEN 24400 TOTAL FOR FUND 101:			5,079.00

05/11/2021	GEN	24401	MICHAEL ZSENYUK	4/13/21 6 ZON INSP 40 @ \$.575	860.000	413	23.00
				4/14/21 2 COMP REV 12 @ \$.575	860.000	413	6.90
				4/20/21 1 REV COMP 6 @ \$.575	860.000	413	3.45
				4/22/21 1 REV COMP/1 PRELIM 10 @ \$.575	860.000	413	5.75
				5/4/21 1 REV COMP/1 FINAL ZON 10 @ \$.575	860.000	413	5.75
				5/6/21 1 COMP REV/1 PRELIM 18 @ \$.575	860.000	413	10.35
				CHECK GEN 24401 TOTAL FOR FUND 101:			55.20

05/11/2021	GEN	24402#	PURCHASE POWER	POSTAGE ASSESSOR / 25 PIECES	727.002	209	12.13
				POSTAGE CLERK / 128 PIECES	727.002	215	44.98
				POSTAGE TREASURER / 35 PIECES	727.002	253	16.65
				POSTAGE GENERAL / 36 PIECES	727.002	294	14.51
				POSTAGE PLANNING COMMISSION / 51 PIECES	727.002	400	23.99
				POSTAGE ZBA / 47 PIECES	727.002	412	22.11
				POSTAGE ORDINANCE ADMIN. / 5 PIECES	727.002	413	15.63
				CHECK GEN 24402 TOTAL FOR FUND 101:			150.00

05/11/2021	GEN	24403	STAPLES BUSINESS ADVANTAGE	MULTIPURPOSE PAPER 11 X 17	727.001	294	16.89
				CLOROX DISINFECTING WIPES 2 @ \$5.49	727.001	294	10.98
				CLEAR BINDER POCKETS 5 @ \$4.09	727.001	294	20.45
				WIREBOUND NOTEBOOKS 2 @ \$9.65	727.001	294	19.30
				KLEENEX COTTONELLE TOLIET PAPER	727.001	294	28.89
				MULTIFOLD PAPER TOWELS	727.001	294	31.79
				STAPLES COPY PAPER	727.001	294	63.99
				STAPLES	727.001	294	3.08
				CHECK GEN 24403 TOTAL FOR FUND 101:			195.37

Check Date Bank Check # Payee

Description

Account Dept

Amount

05/11/2021	GEN	24404	THE SUN TIMES NEWS	SYNOPSIS OF ACTION	900.000	294	100.00
				AFFIDAVIT	900.000	294	25.00
				BOARD OF TRUSTEES SPECIAL MEETING	900.000	294	120.00
				AFFIDAVIT	900.000	294	25.00
				SPECIAL BOARD MEETING 4-15-21	900.000	294	180.00
				AFFIDAVIT	900.000	294	25.00
				LAND PRESERVATION COMMITTEE	900.000	294	180.00
				AFFIDAVIT	900.000	294	25.00
				CHECK GEN 24404 TOTAL FOR FUND 101:			680.00
				Total for fund 101 GENERAL FUND			47,447.88

FUND: 206 FIRE FUND

05/11/2021	206FC	2448	DEXTER AREA FIRE DEPARTMENT	DEXTER FIRE SERVICES FOR MAY 2021	818.001	206	74,022.43
				Total for fund 206 FIRE FUND			74,022.43

FUND: 701 T & A FUND

05/11/2021	T & A	2193	DEXTER DISTRICT LIBRARY	DUE TO DEX LIB DEBT DEL PP TAX	223.201	000	4,798.48
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05/11/2021	T & A	2194	DEXTER LIBRARY	DUE TO DEX LIB OPR/DEL PP TAXES	223.202	000	12,828.34
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05/11/2021	T & A	2195	DEXTER COMMUNITY SCHOOLS	DUE TO DEX SCH DEBT DEL PP TAX	225.301	000	99,480.82
05/11/2021	T & A	2195	DEXTER COMMUNITY SCHOOLS	DUE TO DEXTER COMM SCHOOLS - NON PRE	225.302	000	210,665.26
				CHECK T & A 2195 TOTAL FOR FUND 701:			310,146.08

05/11/2021	T & A	2196	DEXTER TOWNSHIP FIRE FUND	DUE TO FIRE FUND DEL PP TAXES	214.206	000	27,832.39
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05/11/2021	T & A	2197	DEXTER TOWNSHIP GENERAL FUND	DUE TO GEN FUND DEL PP TAX	214.101	000	14,295.39
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05/11/2021	T & A	2198	DEXTER TOWNSHIP POLICE FUND	DUE TO POLICE FUND DEL PP TAX	214.207	000	16,436.57
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05/11/2021	T & A	2199	WASHTENAW COMMUNITY COLLEGE	DUE TO WASH COMM COLL DEL PP TAXES	235.000	000	39,251.62
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96

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
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05/11/2021	T & A	2200	WASHTENAW COUNTY TREASURER OFFICE	DUE TO WASH CO DEL PERS PP TAX	222.000	000	31,617.32
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05/11/2021	T & A	2201	WASHTENAW INTER SCHOOL DISTRICT	DUE TO WISD DEL PP TAXES	234.000	000	66,271.78
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Total for fund 701 GENERAL AGENCY FUND 523,647.97

05/11/2021	T & A	2202	WESTERN WASHTENAW RECYCLE AUTHORITY	DUE TO WWRA D-04-33-300-031	230.301	000	170.00
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Total for fund 101 GENERAL FUND 47,447.88

Total for fund 206 FIRE FUND 74,022.43

Total for fund 701 GENERAL AGENCY FUND 523,647.97

TOTAL - ALL FUNDS 645,118.28

VIII. New Business – Summary of Items

To: WAVE Board of Directors
From: Julia Roberts
Subject: New Business – Summary of Items
Date: April 27, 2021

Discuss and Consider

a) *Board Member(s)*

Rod Branham is a recently re-elected Treasurer for Sylvan Township representing as a primary appointee for WAVE Board of Directors. Rod also operates ReRun Records. In lieu of a resume, here is an article about Rod's local business pride and joy for reference:

<https://patch.com/michigan/chelsea/vinyl-junkie-chelsea-s-rod-branham-transforms-record-a5038dd5de>.

Greg McKenzie is a recently re-elected trustee for Lima Township representing as the former alternate, now primary appointee to WAVE Board of Directors. An active retiree, Greg served with the Township for sixteen years, now returning after a four-year hiatus to do public service again, now with us too.

Please join in welcoming aboard Rod Branham and Greg McKenzie.

b) *Board Meeting Schedule*

Based on Board member monthly availability, 9:30 a.m. to 11:00 a.m. on the fourth Thursdays through October work best for us collectively. As an alternate date around the holidays like Thanksgiving, the fourth Tuesday from 9:30 a.m. to 11:00 a.m. is recommended. Most Board meetings are scheduled for about an hour with the final half hour as a contingency in case additional agenda items require more discussion from time to time.

c) *Staff Development Proposal*

In coordination with the Board leadership on developing strategies for policy decision-making focusing on diversity, equity, and inclusion throughout the organization, WAVE staff are in need of related professional training support also. With the reduction of a dispatch member of our core team during COVID-19, we have interim budget from wages and fringes that can be applied toward consultation from Thrive and Shine for \$3,500 over 3 months with the option to extend further as needed. Attached is the proposal under review to begin May through the end of July.

WAVE Consulting Proposal

Submitted April 14th, 2021

Scope of Services

Thrive and Shine, LLC is pleased to submit this proposal for organizational consulting for the Western-Washtenaw Area Value Express (WAVE). This proposal outlines a three-month process to support the following goals outlined by WAVE:

- 1. Employee assessment and development plan**
- 2. Organizational assessment and recommendations**
- 3. Change management support and implementation.**

Thrive and Shine, LLC will work collaboratively with WAVE leadership, staff, and key stakeholders to provide an organizational development assessment. Thrive and Shine will provide recommendations and documentation that will continue to ensure the success of Western-Washtenaw Area Value Express as a thriving organization.

Sharonda Simmons of Thrive and Shine will serve as the principal consultant and project manager for the duration of the proposed contract timeline. As opportunities arise Sharonda will work with WAVE staff, contractors, board, and other key stakeholders to serve as support regarding WAVE historical knowledge and content expertise.

Contract Timeline: May 1st- August 1st 2020¹

Anticipated Deliverables

- 1. Employee assessment and development plan:**
 - 1A. Conduct assessment of current staffing roles and responsibilities**
 - 1 B.** Provide employee documentation support such as:
PIP, Work Plan, and Supervision Templates
 - 1C.** Provide Recommendations for internal and external professional development needs and resources.
- 2. Organizational assessment:**
 - 2A.** Evaluation of current agency structure and Organizational chart recommendation
 - 2B.** Provide recommendations for inclusion of Diversity, Equity, and Inclusion framework into agency policies and procedures.
 - 2C.** 6-12month agency recommendation document

3. Change management support and implementation:

- 3A. Conduct regular meetings and one-on-one coaching with Executive Director and/or WAVE leadership team.
- 3B. Provide facilitation support and resources for staff and stakeholder training.
- 3C. Work with WAVE leadership team to develop agency culture statement for future onboarding and professional development.

*Upon formal contract agreement Thrive and Shine, LLC will provide a comprehensive support plan and anticipated timeline.

Key Personnel

Sharonda Simmons

Sharonda Simmons has over a decade of executive leadership roles in the nonprofit sector. She has a passion for building high performing teams and sustainable agency infrastructure. She has been an integral partner with board members to ensure the mission and vision of the agency are met. Her work in the community both professionally and personally have allowed her to create curriculum and strategic initiatives focused on increasing inclusion and equity within agencies and community spaces.



Sharonda has served as an advocate for marginalized communities, especially youth and families experiencing trauma. Sharonda has worked with hundreds of clients through workshop facilitation and dozens of nonprofits and schools k-12 schools. She has done programming for the United Way of Washtenaw County's Champion for Change program, the University of Michigan, and Michigan State University to many others. Sharonda spent several years as the Program Director at the Neutral Zone, a national recognized non-profit known for its positive youth development training. Sharonda is one of the founding creators of *Youth Driven Spaces*, the coaching and consulting entity at the Neutral Zone. In 2016 Sharonda became the founding Executive Director of Arrowwood Hills Community Center serving over 400 families and low-income housing residents. Currently, Sharonda holds the role of Director of Education on Outreach at Ozone House Youth and Family Services where she is a member of the Executive Team and oversees the agency's community outreach and education initiatives.

Sharonda has served as the Community Relations chair on the Board Member of Young Nonprofit Professional Network, a national non-profit and the Women's Center of Southeast Michigan.

In 2020 Sharonda created *Thrive and Shine LLC* an organization dedicated to coaching and consulting for leaders and non-profit agencies in need of best-practice and organizational change support. Sharonda's commitment through coaching and Thrive and Shine is to

create space and support for agencies and individuals to flourish under any set of circumstances.

Awards and Honors:

In 2019 Sharonda was selected to be one of 18 non-profit leaders of color in the state of Michigan to participate in the NEW Center's Champion for Change Fellowship program.

Project Budget

This project is estimated at 35 hours of work (total over 12-week span) totaling \$3,500. Thrive and Shine, LLC will invoice the Western-Washtenaw Area Value Express over the next 3 months of engagement. If more hours are required to complete the above project this will be done at a rate of \$175 per hour.

Cost includes:

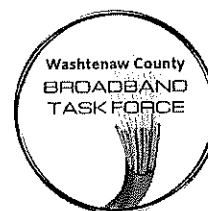
- Documentation and creation of key deliverables
- Content expertise
- Project management and workgroup facilitation

A contractor agreement will be sent to the Western-Washtenaw Area Value Express once the proposal is approved by WAVE leadership.

Thank you so much for the opportunity to submit this proposal! Please contact Sharonda Simmons at 734-353-1364 and/or at sharonda@thrivenshinenow.com to discuss questions, comments, revisions, etc. Thrive and Shine, LLC is excited about this opportunity and is committed to partnering with the WAVE to revise this proposal as needed.



Washtenaw County Broadband Task Force
Established by the Washtenaw County Board of Commissioners
Working to Achieve Countywide Broadband Equity by 2022



BBTF UPDATE

FROM: Barb Fuller, Chair Washtenaw County Broadband Task Force
DATE: April 15, 2021 (submitted 04-10-21)

TAKE ACTION:

MEC (aka Midwest Energy & Communications) has been awarded an RDOF (Rural Digital Opportunity Fund) grant to build fiber internet in rural Washtenaw County. Show your interest by signing up for service, when it becomes available <https://www.teammidwest.com/internet/sign-up-internet/>

Mercury Wireless has been awarded an RDOF (Rural Digital Opportunity Fund) grant to build fiber internet in various Washtenaw County locations. Show your interest by signing up for service, when it becomes available. <https://mercurybroadband.com/check-for-service/>

INFORMATIONAL:

- **4-14-21 Small Town & Rural Development Conference/Rural Partners of Mich**
Presenters: Ben Fineman and Barb Fuller
- **4-22-21 Working Session - Washtenaw Board of County Commissioners (BOC)**
Presenters: Barb Fuller and Ben Fineman
Zoom link: <https://washtenaw.me/BOCZoom>, passcode: 576150
Telephone: dial 1 (312) 626-6799, webinar ID: 924 4462 0326
- **5-21-21 Michigan Townships Association Annual Conference**
Presenters: Ben Fineman and Gary Munce
- **MAY Community Observer** –will feature an article on Washtenaw County broadband access

AMERICAN RESCUE PLAN (ARP) ACT of 2021

Broadband expansion is one of the approved uses for these funds. Townships are encouraged to set aside funds to fill in the gaps that will not be covered by the RDOF awards.

To find the allocation amount for your township, as well as a narrative about the ARP
<https://www.semcog.org/blog/what-the-american-rescue-plan-act-means-for-local-governments>

- scroll down to Non-entitlement Communities
- within that section scroll to the 3rd paragraph and click on the ***This spreadsheet*** link
- scroll down to find your Township's line (the governmental units are listed alphabetically)

The Michigan Townships Association is likely another helpful resource
<https://www.michigantownships.org/>

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April 2021

Broadband Update:

Washtenaw County Broadband Task Force – (BBTF)

- In 2019 – 9,225 with no service
- 1,207 – # of households removed from list since Lyndon Twp built out their township
- 8,479 – household left unserved in county
- 291 – households within Dexter Township – many in south west corner of township

Rural Digital Opportunity Fund – RDOF federal grant has been issued – monies will be awarded to Mercury Wireless and Midwest Energy & Communications – RDOF grants are for operating funds – companies awarded have agreed to complete the build outs in order to gain access to RDOF funds. These build outs will be some wireless and majority fiber optic cables. With these grants the companies have approximately 6 years to complete the build out/levels each year to earn grant dollars. ETA's have not been issued for townships.

- 6,691 - households to be served in Washtenaw County
- 218 – approximately pinpointed within Dexter Township

**** we need to encourage DT residents to express their desire to sign up for broadband when it becomes available – there is a one-page sheet containing links for residents to log onto – see attached – needs to be posted on our website and how do we make resident aware – DT Residents FB page?**

Following the RDOF awards:

- 3,768 – households that will be left unserved in the county –
approximate costs to complete after RDOF \$10.5M
- 73 – approximate number of Dexter Twp households left unserved –
approx. \$1.5M to complete (very rough estimates)

Additional Notes:

With the American Rescue Plan (ARP) – Washtenaw County will be reviewing reserving monies to put forward to help service the unserved households in the county

BBTF – is highly encouraging townships to reserve a good portion of their ARP funds to help accomplish the goal of completing the build out of the unserved households

Future issues will include

- When/where the build out occurs (BBTF working on keeping Washtenaw County in the fore front
- Once connected – education, equipment, affordability, economic – how do we ensure township students are equipped with proper tools

Please share thought/questions/recommendations - thank you



Washtenaw County Broadband Task Force

Working to Achieve Countywide Broadband Equity by 2022

www.washtenaw.org/broadband



RDOF Awards for Broadband Expansion What does it mean for Washtenaw County?

What is RDOF?

RDOF (Rural Digital Opportunity Fund) is a federal grant program to expand rural broadband networks by providing operational funding (not construction) over a 10-year period.

How can I find out if my address is part of the RDOF award?

<https://www.fcc.gov/reports-research/maps/rdof-phase-i-dec-2020/>

Click on this link.

Enter your address in the search bar in the upper right hand corner of the screen.

Note the color identified in the Map Legend. It indicates the type of internet service planned for you.

How long before my township has broadband access? The two companies selected for the grant will have up to 6 years to complete their build outs. It may be 2026-2027 before the work in Washtenaw County is finished. An estimated timeline will become available later this summer (2021).

How do I express my desire to sign up for broadband when it becomes available?

- For **MEC** areas (Midwest Energy & Communications)
<https://www.teammidwest.com/internet/sign-up-internet/>
- For **Mercury Wireless** area :
[Check For Service - Mercury Broadband](#)

Where can I sign up to receive Broadband Task Force meeting notices and updates?

<https://www.washtenaw.org/2867/Broadband-Task-Force>

Click on the blue "Sign-Up for Notifications" button to the right of the page.

Is there an FAQ (Frequently Asked Questions) about broadband in Washtenaw County?

<https://www.washtenaw.org/2867/Broadband-Task-Force>

Click on the blue "FAQ's" button on the right hand side of the page.

Questions: barb@provide.net

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WESTERN WASHTENAW RECYCLING AUTHORITY
WWRA FACILITY
8025 WERKNER ROAD, CHELSEA, MI 48118
WEBSITE: WWRARECYCLES.ORG

Board of Trustees Meeting
ZOOM
April 28, 2021

The meeting was a "virtual" meeting held over the Zoom platform, properly noticed as such and available for public participation.

1. Call to Order – Chairperson Iannelli

The meeting was called to order at 7:00 pm.

2. Roll Call

City of Chelsea	Tony Iannelli – Present
Dexter Township	Michelle Stamboulellis – Present
Lima Township	Nanette Havens – Absent
Lyndon Township	Bob Mester – Absent
Lyndon Alternate	Kristina Martin – Present
Manchester Township	Krista Jarvis – Absent
Bridgewater Township	Vacant
Facility Manager	Marc Williams – Present
Recording Secretary	Janis Miller – Present

3. Approval of the Agenda

Motion by Martin, supported by Stamboulellis, to approve the agenda as presented.
Motion carried 3-0.

4. Approval of Minutes – Bob Mester, Secretary

Motion by Martin, supported by Stamboulellis, to approve the March 24, 2021 minutes as amended.
Motion carried 3-0.

5. Public Comment – None.

6. Treasurer's Report – Nanette Havens, Treasurer

a. Bond	Interest \$3.36	Balance \$595,771.61
b. Operating	Interest \$111.05	Balance \$375,665.11
c. General		Balance \$278,013.17

Motion by Iannelli, supported by Martin, to authorize payment of bills. Motion carried 3-0.

7. Facility Manager's Report for the month of March – Marc Williams

A. Volume and Revenue Report

- March processed 514.75 Tons, down 200 Tons from 2020.
- Revenue is \$81,505.48. Revenue to date is up \$104,529.54 from 2020.

- iii. Bills are up \$67,072.42, which includes first grant payment, from 2020.
- iv. Newspaper up \$5 ton
- v. OCC (cardboard) up \$10 ton
- vi. Natural Plastic up \$60 ton – biggest demand right now is for plastic
- vii. Aluminum down \$80 ton
- viii. Tin up \$10 ton

B. Operating Status of Facility and Single Stream System

- i. Replaced conveyor belt on C-11 line used to sort plastic. Completed April 14th.
- ii. Electrical conduit completed April 14th. Once revised install specs received will run electrical wire.
- iii. Baler repairs scheduled for August 17 – 20, 2021. Cost of repair parts is \$343,117.60 with 50% down (\$17,058.80) to lock in the price quote. The remaining 50% will be paid after the repairs are completed. WWRA will rent the equipment (1 month) to remove baler components and parts installation at a cost less than what Speed Tech quoted. Parts will take 7 -9 weeks to arrive after ordered.
Motion by Martin, supported by Iannelli, to approve the 50% down payment in the amount of \$17,058.80, for baler parts needed August 17th, with the remaining \$17,058.80 due after the completion of the repairs. Motion carried 3-0.

C. Equipment Update

- i. 2019 Mack - changed trans fluid
- ii. 2003 Trash truck - replaced two break chambers
- iii. 2011 International - replaced main hydraulic line along with fixing wiring issues with taillights
- iv. 2007 Sterling – replaced two broken rear shocks along with replacement of old, leaking coolant filter.

D. Staff and Labor Update

- i. Ricky Boyer resigned March 30, 2021, family issues and not physically able to work right now.
- ii. Nick Burga hired April 19th as a fulltime employee, after his 480 hours with FastTemps.
- iii. Performance reviews continuing. Total of staff raises in 2021 will be \$12,740.00.

E. Contracted Recycling Collectors Update

- i. Facility Manager Marc Williams has been attending member municipalities board meetings to discuss increasing the tax assessment for inflation.
- ii. There is a possibility of ninety (90) new homes in Chelsea.
- iii. Commercial rate increases – will increase revenue by 20%.
- iv. During the down time (baler repairs/robot installation) Marc will be working with the outside haulers on developing a schedule when they can deliver materials to WWRA. There will be no change to WWRA services with bin contents stored inside the facility, until the facility is up and running.

F. Grant Update

- i. MachineX has revamped their system, improving it, therefore the final layout proposal will not be available until May 7, 2021.
- ii. AI Robot scheduled to be installed August 19 – 24, 2021.
- iii. Will need approval at the June Board meeting for the next payment to MachineX, in the amount of \$218,991.50, as the payment is due July 7, 2021.
- iv. April 19, 2021 finalized reimbursement request to EGLE in the amount of \$40,808.22.

8. New Business

- A. Staff Report
Staff performance reviews continuing.
- B. Timeline for repairs
Baler repairs August 17 – 20, 2021. While shut down will do miscellaneous repairs around the shop as well as standard equipment cleaning/repairs.
- C. AI Robot installation milestones & target dates
AI Robot scheduled to be installed August 19 – 24, 2021. With MachineX build experience, the machine will be smaller than previous models, and they will be adding to the catwalk up top, allowing for more space. Reference power point Marc emailed to the Board, page 9 Schedule. Marc would like to schedule an open house after installation to showcase the AI Robot.

9. Public Comment – None.

10. Future Agenda Items

- A. May Board meeting approve staff performance reviews and staff raises.
- B. June Board meeting will need approval of payment due on July 7, 2021, to MachineX, in the amount of \$218,991.50.

11. Adjournment

Motion by Martin, supported by Stamboulellis, to adjourn. Motion carried 3-0.
Adjournment at 7:35 pm

*Next regularly scheduled meeting of the WWRA Board of Trustees will be
Wednesday, May 26, 2021 at 7:00 P.M. via Zoom.*

Absent
WWRA Secretary

Janis Miller
Recording Secretary

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