

# DEXTER TOWNSHIP

6880 DEXTER-PINCKNEY ROAD  
DEXTER, MI 48130

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

DIANE RATKOVICH  
**SUPERVISOR**

MICHELLE  
STAMBOULELLIS  
**CLERK**

MARIS METZ  
**TREASURER**

JAMES DROLETT  
LAURA SANDERS  
KAREN SIKKENG  
KAREN NOLTE  
**TRUSTEES**

## Board of Trustees – Meeting Agenda 20 April 2021 - 7:00 PM

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Roll Call/Supervisor's Remarks / Conflict of Interest Check**
4. **1<sup>st</sup> 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 – April 15, 2021 Special meeting (To Be Distributed)**
7. **Consent Agenda – None**
8. **Reports (Oral presentation) - None**
9. **Unfinished business - None**
10. **New Business**
  - A. **Appointments (Page 1)**
    - i. *Dexter Area Fire Department Administrative Board (DAFD – 1 appointment)*
  - B. **WWRA Operating fees for new dwelling units (Page 7)**
  - C. **2021 Fee Schedule (Page 11)**
  - D. **Permit for Fireworks Display (Page 19)**
  - E. **Discussion - Multi Lakes Water & Sewer Authority (Page 27)**
11. **Authorization of Payments / Transfer of Funds**
  - A. **General, Fire, Police, Fire Sub-Station, Multi-Lakes Enterprise & Agency Fund Payments**  
– Clerk Michelle Stamboulellis *(Page 31) Second run to be distributed at Board meeting.*
  - B. **Transfer of Funds**
12. **2<sup>nd</sup> Call for Public Comment**
13. **Other Issues, Comments and Concerns of Board Members & Staff**
14. **Future Agenda Items**
  - A. *Single Hauler Trash Ordinance*
15. **Adjournment**

The next regularly scheduled monthly meeting of the Dexter Township Board is  
**Tuesday, May 18, 2021 at 7:00 PM**

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*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.*

- 1) Supervisor's Report (No report)
- 2) **Clerk's Report** (Page 33)
- 3) Treasurer's Report (To Be Distributed)
- 4) Trustees' Report (No report)
- 5) Assessor's Report (No report)
- 6) **Director of Planning & Zoning Report / Zoning Board of Appeals Report** (Page 35)
- 7) **Planning Commission Report** (Page 39)
- 8) Personnel Policy Committee Report (No report)

**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 (Draft Minutes) (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 (Agenda & Minutes)** (Page 41)
- 5) **Dexter Area Fire Department (Agenda & Draft Minutes)** (Page 47)
- 6) **Dexter District Library (Minutes)** (Page 53)
- 7) **Huron River Watershed Council (Report)** (Page 59)
- 8) Multi-Lakes Sewer Authority Report (No report)
- 9) Portage-Base Sewer Authority (Agenda) (No report)
- 10) Washtenaw Area Transportation Study (WATS) Report (No report)
- 11) Washtenaw Area Value Express (WAVE) Report (No report)
- 12) Washtenaw Broadband Initiative (Agenda) (No report)
- 13) **Washtenaw County Road Commission (Agenda & Report)** (Page 61)
- 14) Washtenaw County Sheriff Traffic Counts (No report)
- 15) **Western Washtenaw Recycling Authority (Minutes)** (Page 69)

*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.*



# DEXTER TOWNSHIP

## AGENDA ITEM SUMMARY

### MEETING OF: Dexter Township Board of Trustees 20 April 2021

**Agenda Item Title:**

Board Appointment

**Submitted by:**

Diane Ratkovich, Supervisor

**Explanation of Agenda Item:**

Correction to a previous appointment:

One appointment to the Dexter Area Fire Board. Effective April 20, 2021 through April 15, 2023.

**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:**

- Appointment list

**Staff Comments:**

Mark Ford was appointed to the Dexter Area Fire Board on January 19, 2021 for a term to expire on December 31, 2026. The appointment should have been made for Mr. Ford to serve out the remainder of the term that was previously held by a Trustee.

According to the DAFD Interlocal Agreement Article III (3) Membership, Meetings, Voting Compensation, By-laws "The governing body of each Public Agency shall appoint two (2) members to the Board for terms of six (6) years, except the first member appointed shall be appointed for four (4) year term." This correction will fix the error so that there is the correct number of years between the two (2) Dexter Township representatives.

**Motion/Action/Recommendation:**

**Motion to** appoint Mark Ford as a representative of Dexter Township on the DAFD Board to serve the remainder of the term that expires on April 15, 2023.

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# Dexter Township Appointments

**NOTE 1: Appointed positions that will be expiring are shown in yellow highlight.**

**NOTE 2: Positions that are held by elected officials are shown in red bold font.**

**NOTE 3: Positions that are currently vacant are shown in green highlight.**

First Name	Last Name	Date Appointed	Date Expiration	Comments	Notes
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## Planning Commission - Three-Year Terms *(Supervisor appointment, Twp Board confirmation)*

<b>Karen</b>	<b>Sikkenga</b>	<b>12/15/2020</b>	<b>12/31/2023</b>	<b>TB Rep-1</b>	
Christina	Maier	1/19/2021	12/31/2023	regular-2	
Kimberly	Marinelli	1/19/2021	12/31/2023	regular-3	
Bob	Nester	12/18/2018	12/31/2021	regular-4	
Martin	Straub	2/19/2019	12/31/2021	regular-5	
Tom	Lewis	11/19/2019	12/31/2022	regular-6	
Chandra	Hurd	11/19/2019	12/31/2022	regular-7	

## Zoning Board of Appeals - Three Year Terms *(Twp Board appointment)*

Martin	Straub	3/27/2019	12/31/2021	PC Rep -1	
Peter	Maier	1/19/2021	12/31/2023	regular - 2	
Brook	Smith	1/19/2021	12/31/2023	regular - 3	
Jay	Holland	12/18/2018	12/31/2021	regular - 4	
Beth	Filip	11/19/2019	12/31/2022	regular - 5	
Darnell	Don	11/19/2019	12/31/2022	alternate - 1	
Vacant			12/31/2022	alternate - 2	

## Board of Review - Two-Year Terms *(Twp Board appointment)*

Ryan	Doletzky	1/19/2021	12/31/2022	regular - 1	
Dave	Diesing	1/19/2021	12/31/2022	regular - 2	
Paul	LaRoe	1/19/2021	12/31/2022	regular - 3	
Vacant		1/19/2021	12/31/2022	Alternate	

## Multi-Lake Sewer Authority - Four-Year Terms *(Twp Board appointment)*

<b>Karen</b>	<b>Nolte</b>	<b>12/15/2020</b>	<b>12/31/2023</b>	<b>1</b>	
Andy	Reiser	9/17/2019	12/31/2023	2	
Tom	Lewis	9/17/2019	12/31/2023	3	
Jack	West	9/17/2019	12/31/2023	4	
Linda	Singer	9/17/2019	12/31/2023	alternate	
Deb	Ceo	9/17/2019	12/31/2023	alternate	
Vacant			12/31/2023	alternate	
Vacant			12/31/2023	alternate	

## Portage-Base Lakes Sewer Board - Four-Year Terms *(Twp Board appointment)*

Thomas	Ehman	12/19/2017	12/31/2021	1	
David	Moody	12/19/2017	12/31/2021	2	
<b>Vacant</b>			<b>12/31/2021</b>	<b>alternate</b>	
<b>Vacant</b>			<b>12/31/2021</b>	<b>alternate</b>	

## Dexter Township Appointments

First Name	Last Name	Date Appointed	Date Expiration	Comments	Notes
<b>Western Washtenaw Recycle Authority - Two-Year Term (Twp Board Appointment)</b>					
Michelle	Stamboulellis	12/15/2020	12/31/2022	1	
Vacant				alternate	

### **Dexter Area Fire Board - Six-Year Terms (Twp Board Appointment)**

Diane	Ratkovich	3/16/2021	3/16/2027	1	
Mark	Ford	4/20/2021	4/15/2023	2	

### **Chelsea Library Board - Four-Year Term (Twp Board Appointment)**

Charlie	Taylor	12/18/2018	12/31/2022	1	
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### **Dexter Library Board - Four-Year Term (Twp Board Appointment)**

Jim	LaVoie	9/18/2018	9/30/2022	1	
Rosemary	Quigley	9/18/2018	9/30/2022	2	

### **Soil Erosion and Sedimentation Infraction/Citation Agent (by Twp Board resolution)**

Bruce	Connell	11/19/2019	open ended		
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### **Chelsea Area Construction Agency - "At pleasure of municipality" (Twp Brd Appointment)**

Jim	Drolet	12/17/2013	open ended	regular	
Vacant			11/20/2024	alternate	

### **Washtenaw Area Transportation Study Policy Committee - No specific term (Twp Board Appointment)**

Twp Board Rep			open ended	regular	
Twp Board Rep			open ended	alternate	

### **Huron River Watershed Council - Three-Year Term (Twp Board Appointment)**

Bade	Suzanne	1/19/2021	12/31/2023	1	
Mark	Teicher	1/19/2021	12/31/2023	alternate	

### **Southeast Michigan Council of Governments - No specific term (Twp Board Appointment)**

Twp Board Rep			open ended	regular	
Vacant				alternate	

### **Washtenaw Urban County - Three-year term (Supervisor & Supervisor's Designee)**

Twp Supervisor			11/20/2024	Twp Supervisor	Term of Elected Office.
Vacant			11/20/2024	designee	

### **Personnel Policy Committee - No specific term (Twp Board Appointment)**

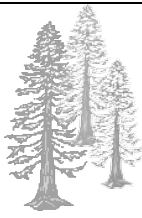
Diane	Ratkovich	12/15/2020	11/20/2024	TB rep	
Michelle	Stamboulellis	12/15/2020	11/20/2024	TB rep	
Maris	Metz	12/15/2020	11/20/2024	TB rep	

## Dexter Township Appointments

First Name	Last Name	Date Appointed	Date Expiration	Comments	Notes
<b>Capital Improvement Plan Committee - No specific term</b>					
<b>Twp Board Rep</b>			<b>11/20/2024</b>	<b>TB rep</b>	
Tom	Lewis		open ended	PC Member	
<b>Regional Fire Committee - No specific term</b>					
<b>Supervisor</b>					<b>Not Active</b>
<b>Western Washtenaw Area Value Express - No specific term</b>					
<b>Maris Metz</b>			<b>open ended</b>	<b>regular</b>	
<b>Broadband Research Committee</b>					
<b>Nolte</b>	<b>Karen</b>	<b>12/15/2020</b>	<b>open ended</b>		
Tracey	Zaleski	1/19/2021	open ended		
Jim	Michaud	1/19/2021	open ended		
Justin	Heinze	1/19/2021	open ended		
<b>Fence Viewer</b>					
<b>Jim</b>	<b>Drolett</b>	<b>12/19/2017</b>	<b>11/20/2020</b>	<b>regular</b>	
<b>Washtenaw County Broadband Taskforce - No specific term</b>					
<b>Nolte</b>	<b>Karen</b>	<b>12/15/2020</b>	<b>open ended</b>		
<b>Chelsea Area Planning Team / Dexter Area Regional Team - No specific term</b>					
<b>Vacant</b>			<b>open ended</b>	<b>regular</b>	

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# DEXTER TOWNSHIP

## AGENDA ITEM SUMMARY

### MEETING OF: Township Board of Trustees 20 April 2021

**Agenda Item Title:**

WWRA Operating Fees for New Dwelling Units

**Submitted by:**

Michelle Stamboulellis, Clerk

**Explanation of Agenda Item:**

A resolution to set the Western Washtenaw Recycling Authority Operating recycling fees for new dwelling units for August 1, 2021 through July 31, 2026.

**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:**

- Resolution 21-xxx

**Staff Comments:**

Washtenaw County re-asses the WWRA Operating recycling fees every five (5) years. The fee will increase from the current \$26.00 per year to \$31.00 per year for August 1, 2021 through July 31, 2026.

**Motion/Action/Recommendation:**

**Motion to** approve Resolution 21-xxx a resolution to set the Western Washtenaw Recycling Authority Operating fees for new dwelling units.

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## **Dexter Township Resolution # 21-xxx**

### **A resolution to approve Western Washtenaw Recycling Authority Operating Recycling Fees for New Dwelling Units**

**WHEREAS**, the Township of Dexter is an investing municipality of the “Western Washtenaw Recycling Authority”; and,

**WHEREAS**, all residential dwelling units in the Township of Dexter are specially assessed at the rate of \$31.00 per year for recycling operating for August 1, 2021 through July 31, 2026,

**NOW, THEREFORE, BE IT RESOLVED** that all new dwelling units in the Township of Dexter, at the time zoning permit fees are collected, shall be charged for recycling operating costs per the following schedule at the rate of \$31.00 per year per dwelling unit:

<u>Beginning</u>	<u>Operating Fee</u>
August 1, 2021	\$ 155.00
January 1, 2022	\$124.00
January 1, 2023	\$93.00
January 1, 2024	\$62.00
January 1, 2025 Thru July 31, 2026	\$31.00

**BE IT FURTHER RESOLVED** that the recycling operating fees so collected shall be forwarded to the “Western Washtenaw Recycling Authority” with documentation of the Parcel Identification number(s) for which the fee was collected.

Resolution offered by Board Member ?

Resolution supported by Board member ?

Roll call vote:

Yeas: ?

Nays: ?

Abstain: ?

Absent: ?

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

The Supervisor declared the resolution adopted.

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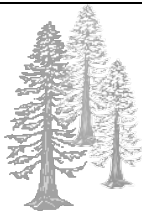
### **CERTIFICATE**

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 20<sup>th</sup> day of April, 2021, and that the members voted thereon as hereinbefore set forth.

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Michelle Stamboulellis, Clerk

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# DEXTER TOWNSHIP

## AGENDA ITEM SUMMARY

**MEETING OF:** Township Board of Trustees 20 April 2021

**Agenda Item Title:**

2021 Dexter Township Fee Schedule

**Submitted by:**

Diane Ratkovich, Supervisor

**Explanation of Agenda Item:**

Due to the change in the WWRA Operating fee for new dwelling units the 2021 Fee Schedule must be amended.

**Fiscal or Resource Considerations:** YES \_\_\_\_ NO \_\_x\_\_

**Does this agenda item require the expenditure of funds?** YES \_\_\_\_ NO \_\_x\_\_

**If YES, are funds budgeted?** YES \_\_\_\_ NO \_\_\_\_

**Are staff or other resources required?** YES \_\_\_\_ NO \_\_x\_\_

**Is a budget amendment required?** YES \_\_\_\_ NO \_\_x\_\_

**Attachments:**

- Fee Schedule

**Staff Comments:**

None

**Motion/Action/Recommendation:**

**Motion to** approve the amended 2021 Dexter Township Fee Schedule as presented.

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## DEXTER TOWNSHIP FEE SCHEDULE – EFFECTIVE AUGUST 1, 2021

### A) Copies

1) Black and White (standard size sheets)	\$0.25 per page	For copies not related to a Freedom of Information Act Request
2) Black and White (large format)	\$5.00 per page	
3) Color (standard size sheets)	\$0.50 per page	For copies not related to a Freedom of Information Act Request
4) Color (large format)	\$8.00 per page	
5) Zoning Map (11"x17")	\$5.00	
6) Zoning Map (35"x42")	\$10.00	
7) Zoning Text	\$15.00	
8) Master Plan	\$15.00	
9) Video of Meeting	\$10.00	

### B) Divisions/Boundary Line Adjustments/Combinations

1) Land Division	\$450.00- first split +	\$30.00- each additional split	Fee includes Engineering Review. Additional Legal Review Fees may be necessary. (\$P2)
2) Resubmittal	\$150.00 +		Fee includes Engineering Review. Additional Legal Review Fees may be necessary. (\$P2)
3) Additional Revisions	\$50.00 +	Deposit	Additional Engineering and Legal Review Fees may be necessary. (\$P2, \$P3) A deposit may be required, as determined by the Director of Planning and Zoning, to cover anticipated costs.
4) Boundary Line Adjustment	\$250.00 +		Fee includes Engineering Review. Additional Legal Review Fees may be necessary. (\$P2)
5) Resubmittal	\$150.00 +		Fee includes Engineering Review. Additional Legal Review Fees may be necessary. (\$P2)
6) Additional Revisions	\$75.00 +	Deposit	Additional Engineering and Legal Review Fees may be necessary. (\$P2, \$P3) A deposit may be required, as determined by the Director of Planning and Zoning, to cover anticipated costs.
7) Combinations	\$0.00		There is no charge for a combination.

### C) Open Space Community (OSC) or Open Space Preservation (OSP)

1) Open Space Community	\$400.00 +	Additional site plan review fee required. (\$L)
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## DEXTER TOWNSHIP FEE SCHEDULE – EFFECTIVE AUGUST 1, 2021

### D) Permits

1) Zoning Permit- Major	\$80.00 +		Major zoning permit includes two zoning inspections. Additional stormwater management fees may be required. (\$M) Additional WWRA fee required for construction of new residences or businesses on vacant properties. (\$H)
2) Zoning Permit- Minor	\$35.00		Minor zoning permit includes one zoning inspection.
3) Fence	\$50.00		Permit includes two zoning inspections.
4) Sign Permit- Freestanding	\$60.00		Permit includes two zoning inspections.
5) Sign Permit- Wall-mounted	\$35.00		Permit includes one zoning inspection.
6) Home Occupation	\$35.00		Permit includes one zoning inspection.
7) Liquid Propane Tank	\$35.00		Permit includes one zoning inspection.
8) Temporary Dwelling Permit	\$500.00	\$1,000 deposit	Fee is for every six months or portion thereof. Deposit is refunded once the temporary dwelling is removed and the site is restored.
9) Temporary Zoning Permit	\$80.00	Deposit	A deposit may be required, as determined by the Director of Planning and Zoning, to cover anticipated costs.
10) Amended Permit	\$35.00		
11) Additional Inspections	\$35.00		For additional zoning inspections beyond those included in the permit fee.
12) Post-construction Permits	Double the cost of the original permit		

### E) Planned Unit Development (PUD)

1) Planned Unit Development	\$500 +		Additional site plan or land division review fee required. (\$L)
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### F) Pre-application Conference

1) Pre-application Conference	Planning/Engineering/ Legal Review (\$P)	\$800 deposit	Review fees are taken from the deposit. The balance of the deposit is returned.
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### G) Private Roads

1) Each Road	\$750.00 +	Deposit	Additional Legal/Engineer/Planning review fees required. (\$P) A deposit may be required by the Director of Planning and Zoning to cover anticipated costs.
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## DEXTER TOWNSHIP FEE SCHEDULE – EFFECTIVE AUGUST 1, 2021

### H) Recycle Fee

1) WWRA Recycle Fee	\$299.00		<i>Fee is for calendar year 2021, and includes operating fee through July 31, 2026 (\$155) and debt fee through calendar year 2026 (\$144).</i>
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### I) Shared Driveways

1) Driveway Serving Two Lots	\$500.00 +		<i>Fee includes Engineering Review. Additional Legal Review Fees may be necessary. (\$P2)</i>
2) Driveway Serving Three of Four Lots	\$800.00 +		<i>Fee includes Engineering Review. Additional Legal Review Fees may be necessary. (\$P2)</i>
3) Resubmittal	\$250.00 +		<i>Fee includes Engineering Review. Additional Legal Review Fees may be necessary. (\$P2)</i>
4) Additional Submittals	Engineering/Legal Review (\$P)	Deposit	<i>For shared driveways that have been resubmitted more than two times. A deposit may be required, as determined by the Director of Planning and Zoning, to cover anticipated costs.</i>

### J) Special Land Use

1) New or Amended Special Land Use	\$300.00 +		<i>Additional site plan review fee required. (\$L)</i>
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### K) Special Meetings

1) Planning Commission	\$800.00 +		<i>Additional fees required for application being considered by the Planning Commission.</i>
2) Zoning Board of Appeals	\$600.00 +		<i>Additional fees required for application being considered by the Zoning Board of Appeals.</i>

### L) Site Plans

1) Preliminary, Final, or Amended	\$525.00 per meeting + Planning/ Legal/ Engineer Review Fees,	Initial deposit of at least \$2,000. Work stops when balance is \$500 or less.	<i>Cost varies based on the number of meetings necessary for review and hours necessary for Planning, Legal, and Engineering reviews. (\$P) Balance of deposit is returned when all work is completed.</i>
2) Wireless Communication Facility- Preliminary, final, or amended	\$525 per meeting + Planning/Legal/ Engineer Review, with a maximum fee of \$1,000	\$2,000 deposit	<i>Cost varies based on the number of meetings necessary for review and hours necessary for Planning, Legal, and Engineering reviews. (\$P) Balance of deposit is returned after all review fees are paid in full.</i>

**Site Plan fees continue →**

## DEXTER TOWNSHIP FEE SCHEDULE – EFFECTIVE AUGUST 1, 2021

3) Extension of an Approved Site Plan	\$525.00 per meeting + Planning/ Legal/ Engineer Review Fees	Initial deposit of at least \$2,000. Work stops when balance is \$500 or less.	Cost varies based on the number of meetings necessary for review and hours necessary for Planning, Legal, and Engineering reviews. (\$P) Balance of deposit is returned when all work is completed.
4) Reinstatement of a Previously-Approved Site Plan That Has Expired	\$525.00 per meeting + Planning/ Legal/ Engineer Review Fees	Initial deposit of at least \$2,000. Work stops when balance is \$500 or less.	Cost varies based on the number of meetings necessary for review and hours necessary for Planning, Legal, and Engineering Reviews. (\$P) Balance of deposit is returned when all work is completed.

### m) Storm Water Management (when a site plan review is not required)

1) Storm Water Management Plan	\$350.00		Fee includes Engineering Review and initial site visit.
2) Resubmittal	\$175.00		Fee includes Engineering Review.
3) Construction Inspection	\$250.00		
4) Additional Inspections	\$125.00		Fee is for additional inspections beyond those included with other fees.
5) Additional Review or Inspections	Engineering Review Fees	Deposit	This applies to storm water management plans that have been resubmitted more than two times. A deposit may be required, as determined by the Director of Planning and Zoning, to cover anticipated costs.

### n) Zoning Board of Appeals

1) Variance	\$450.00		Fee is for the first developmental standard from which a variance is being requested.
2) Each Additional Variance	\$50.00 per variance		Fee is for each additional standard from which a variance is being requested as part of the same petition.
3) Revised Variance	\$300.00		Fee is for review of a variance that has not received approval or denial or an amendment of conditions of an approved variance.
4) Appeal of Decision	\$450.00		Fee is for the first decision being appealed. If all of the decisions being appealed are fully reversed, the fees are refunded.
5) Each Additional Appeal of Decision	\$50.00 per decision		Fee is for each additional decision being appealed as part of the same petition.
6) Interpretation	\$450.00		Fee is for the first interpretation being requested. If all of the interpretations are completely reversed, the fees are refunded.
<b>Zoning Board of Appeals fees continue →</b>			

**DEXTER TOWNSHIP FEE SCHEDULE – EFFECTIVE AUGUST 1, 2021**

7) Each Additional Interpretation	\$50.00 per interpretation	<i>Fee is for each additional interpretation being requested as part of the same petition.</i>
8) Other Petitions	\$450.00	

**o) Zoning Ordinance Amendment**

1) Text or Map Amendment	\$1,000.00	
2) Alleged Error Review	\$500.00	<i>Fee is returned if the error is validated.</i>

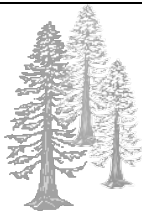
**p) Other**

1) Bounced Check	All charges incurred + collection + legal
2) Legal Review	\$265.00 per hour
3) Engineer Review	\$100.00 - \$175.00 per hour \$300.00 pre-application conference
4) Mailing	Postage
5) Planning Review	\$62.50 per hour
6) Township as Applicant	No fee is charged when Dexter Township is the Applicant.

**Unless otherwise noted, application fees are nonrefundable.**

**Dexter Township does not accept credit or debit cards at this time.**

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# DEXTER TOWNSHIP

## AGENDA ITEM SUMMARY

**MEETING OF:** Township Board of Trustees 20 April 2021

**Agenda Item Title:**

Fireworks Display Permit Application: 10485 Mountain View Drive

**Submitted by:**

Diane Ratkovich, Supervisor

**Explanation of Agenda Item:**

Fireworks public display application for 10485 Mountain View Drive, Dexter, for June 19, 2021 at approximately 10:00pm.

**Fiscal or Resource Considerations:** YES \_\_\_\_ NO \_\_x\_\_

**Does this agenda item require the expenditure of funds?** YES \_\_\_\_ NO \_\_x\_\_

**If YES, are funds budgeted?** YES \_\_\_\_ NO \_\_\_\_

**Are staff or other resources required?** YES \_\_\_\_ NO \_\_x\_\_

**Is a budget amendment required?** YES \_\_\_\_ NO \_\_x\_\_

**Attachments:**

Application packet for Jason Salisbury which includes the following:

- Application
- Insurance Certificate

**Staff Comments:**

None

**Motion/Action/Recommendation:**

**Motion to** approve the Fireworks Display Permit for 10485 Mountain View Drive, and to authorize the Township Supervisor to sign the permit application on behalf of Dexter Township.

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## 2021 Permit for Fireworks Other Than Consumer or Low Impact

Authority: 2011 PA 256	The LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD will not discriminate against any individual or group because of race, sex, religion, age, national origin, 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 Legislative Body of City, Village or Township Board.
------------------------	---

This permit is not transferable. Possession of this permit authorizes the herein named person to possess, transport and display fireworks in the amounts, for the purpose of an at the place listed below only through permit expiration date.

TYPE OF PERMIT(S) (Select all applicable boxes) <input type="checkbox"/> Agricultural or Wildlife Fireworks <input type="checkbox"/> Articles Pyrotechnic <input checked="" type="checkbox"/> Display Fireworks <input checked="" type="checkbox"/> Public Display <input type="checkbox"/> Private Display <input type="checkbox"/> Special Effects Manufactured for Outdoor Pest Control or Agricultural Purposes		FOR USE BY LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD ONLY.  PERMIT(S) EXPIRATION DATE (ENTER DATE OF EXPIRATION) <b>6-19-2021</b>
NAME OF PERSON PERMIT ISSUED TO <b>Jason Salisbury</b>		AGE (18 YEARS OR OLDER) <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
ADDRESS OF PERSON PERMIT ISSUED TO <b>10485 Mountainview Drive, Dexter MI 48130</b>		
NAME OF ORGANIZATION, GROUP, FIRM OR CORPORATION <b>Jason Salisbury</b>		
ADDRESS <b>Jason Salisbury</b>		
NUMBER AND TYPES OF FIREWORKS (Please attach additional pages if necessary) <b>See Attached</b>		
EXACT LOCATION OF DISPLAY OR USE <b>10485 Mountainview Drive, Dexter MI 48130</b>		
CITY, VILLAGE, TOWNSHIP <b>Dexter Township</b>	DATE <b>6-19-2021</b>	TIME <b>Approx. 10:00 pm</b>
BOND OR INSURANCE FILED <b>Yes</b>		AMOUNT <b>\$5,000,000</b>

Issued by action of the Legislative Body of a

☐ City    ☐ Village    ☐ Township of \_\_\_\_\_ on the \_\_\_\_\_ day of \_\_\_\_\_ 2020.

(Signature and Title of Legislative Body Representative)

\*THIS FORM IS VALID UNTIL THE DATE OF EXPIRATION OF PERMIT\*

## 2021 Application for Fireworks Other Than Consumer or Low Impact

FOR USE BY LEGISLATIVE BODY  
OF CITY, VILLAGE OR TOWNSHIP  
BOARD ONLY

DATE PERMIT(S) EXPIRE:

Authority: 2011 PA 256

The LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD will not discriminate against any individual or group because of race, sex, religion, age, national origin, 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 Legislative Body of City, Village or Township Board.

TYPE OF PERMIT(S) (Select all applicable boxes)

- ☐ Agricultural or Wildlife Fireworks ☐ Aerial Pyrotechnic ☒ Display Fireworks
- ☒ Public Display ☐ Private Display
- ☐ Special Effects Manufactured for Outdoor Pest Control or Agricultural Purposes

NAME OF APPLICANT <b>Jason Salisbury</b>		ADDRESS OF APPLICANT <b>10485 Mountainview Drive Dexter</b>	AGE OF APPLICANT 18 YEARS OR OLDER <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
NAME OF PERSON OR RESIDENT AGENT REPRESENTING CORPORATION, LLC, DBA OR OTHER		ADDRESS OF PERSON OR RESIDENT AGENT REPRESENTING CORPORATION, LLC, DBA OR OTHER	
IF A NON-RESIDENT APPLICANT (LIST NAME OF MICHIGAN ATTORNEY OR MICHIGAN RESIDENT AGENT)		ADDRESS (MICHIGAN ATTORNEY OR MICHIGAN RESIDENT AGENT)	TELEPHONE NUMBER
NAME OF PYROTECHNIC OPERATOR <b>Great Lakes Fireworks, LLC</b>		ADDRESS OF PYROTECHNIC OPERATOR <b>3275 W. M-76, PO Box 276 West Branch, MI 48661</b>	AGE OF PYROTECHNIC OPERATOR 18 YEARS OR OLDER <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
NO. YEARS EXPERIENCE <b>20+</b>	NO. DISPLAYS <b>200+</b>	WHERE <b>Throughout Michigan</b>	
NAME OF ASSISTANT <b>TBD</b>		ADDRESS OF ASSISTANT <b>24805 Marine Ave. Eastpointe, MI 48021</b>	AGE OF ASSISTANT 18 YEARS OR OLDER <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
NAME OF OTHER ASSISTANT <b>TBD</b>		ADDRESS OF OTHER ASSISTANT	AGE OF OTHER ASSISTANT 18 YEARS OR OLDER <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO

EXACT LOCATION OF PROPOSED DISPLAY

DATE OF PROPOSED DISPLAY

TIME OF PROPOSED DISPLAY

Approx. 10:00 pm

MANNER AND PLACE OF STORAGE, SUBJECT TO APPROVAL OF LOCAL FIRE AUTHORITIES, IN ACCORDANCE WITH NFPA 1123, 1124 &amp; 1126 AND OTHER STATE OR FEDERAL REGULATIONS. PROVIDE PROOF OF PROPER LICENSING OR PERMITTING BY STATE OR FEDERAL GOVERNMENT.

Stored at federally licensed facility until date of display.

AMOUNT OF BOND OR INSURANCE (TO BE SET BY LOCAL GOVERNMENT)

\$5,000,000


NAME OF BONDING CORPORATION OR INSURANCE COMPANY

McGowan Allied Specialty

ADDRESS OF BONDING CORPORATION OR INSURANCE COMPANY

140 Fountain Parkway, North Suite 570, St. Petersburg FL 33176

NUMBER OF FIREWORKS	KIND OF FIREWORKS TO BE DISPLAYED (Please, provide additional pages as needed)
Approx 600	3" shells
Approx 400	4" shells
Approx 70	5" shells
Approx 100	Various Barrage Cakes 3" and smaller

SIGNATURE OF APPLICANT 	DATE <b>4-12-2021</b>
---	--------------------------





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

4/10/2021

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 have ADDITIONAL INSURED provisions or 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**  
McGowan Allied Specialty  
140 Fountain Parkway, North  
Suite 570  
St Petersburg FL 33176

**CONTACT**  
NAME: Brenda Thomas  
PHONE (A/C, No., Ext.): 727-547-3034 FAX (A/C, No.): 727-367-2918  
E-MAIL ADDRESS: bthomas@mcgowanallied.com

**INSURED**  
Great Lakes Fireworks, LLC  
24805 Marine  
Eastpointe MI 48021

License#: 973  
GREALAK-13

**INSURER(S) AFFORDING COVERAGE**

INSURER A: T.H.E. Insurance Company	NAIC # 12866
INSURER B: Accident Fund Insurance Company of America	10166
INSURER C:	
INSURER D:	
INSURER E:	
INSURER F:	

## COVERAGES

CERTIFICATE NUMBER: 763554767

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	ADD'L SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	X COMMERCIAL GENERAL LIABILITY	Y	CPP0100711-11	1/15/2021	1/15/2022	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 0 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 10,000,000 PRODUCTS - COMPIOP AGG \$ 2,000,000 \$
	CLAIMS-MADE X OCCUR					
	GEN'L AGGREGATE LIMIT APPLIES PER:					
	X POLICY PRO-JECT LOC					
	OTHER:					
A	AUTOMOBILE LIABILITY		CPP0100711-11	1/15/2021	1/15/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	ANY AUTO OWNED AUTOS ONLY X SCHEDULED AUTOS X NON-OWNED AUTOS ONLY X					
A	UMBRELLA LIAB X OCCUR		ELP0010168-11 VL	1/15/2021	1/15/2022	EACH OCCURRENCE \$ 4,000,000 AGGREGATE \$ 4,000,000 \$
	X EXCESS LIAB CLAIMS-MADE					
	DED RETENTION S					
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY		ARP1200148040-02 MI	1/15/2021	1/15/2022	X PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N/A				
A	Excess Liability GL		ELP0011852-06 GL	1/15/2021	1/15/2022	Ea Occur/Agg Limit 4,000,000
A	Inland Marine / Hull		CPP0100711-11 CPP010071111	1/15/2021 1/15/2021	1/15/2022 1/15/2022	Hull Limit/Show Limit 250,000/500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
Display Date: 6/19/21 Rain Date: Location: 10485 Mountainview Drive, Dexter, MI 48130

RE: General Liability, the following are named as additional insured in respects to the negligence of the named insured: City of Dexter including all its elected and appointed officials, members, boards, employees, volunteers, commissions, and/or other authorities.

## CERTIFICATE HOLDER

## CANCELLATION

Jason Salisbury  
10485 Mountainview Drive  
Dexter MI 48130

CERT # 21030

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

U.S. Department of Justice  
Bureau of Alcohol, Tobacco, Firearms and Explosives

# Federal Explosives License/Permit (18 U.S.C. Chapter 40)

FORM 5400-14-5 (Rev. 15-2011)

In accordance with the provisions of Title XI, Organized Crime Control Act of 1970, and the regulations issued thereunder (27 CFR Part 555), you may engage in the activity specified in this license or permit within the limitations of Chapter 40, Title 18, United States Code and the regulations issued thereunder, until the expiration date shown. **THIS LICENSE IS NOT TRANSFERABLE UNDER 27 CFR 555.43. See "WARNINGS" and "NOTICES" on reverse.**

Direct ATF  
Correspondence To  
ATF - Chief, FELC  
244 Needy Road  
Martinsburg, WV 25405-9431

License Permit  
Number

**4-MI-129-27-3L-01174**

Chief, Federal Explosives Licensing Center (FELC)

Expiration  
Date

**November 1, 2023**

Name

GREAT LAKES FIREWORKS LLC

Premises Address (Changes? Notify the FELC at least 10 days before the move.)

**3275 W M-76  
WEST BRANCH, MI 48661-**

Type of License or Permit

**27-DEALER OF EXPLOSIVES**

## Purchasing Certification Statement

The licensee or permittee named above shall use a copy of this license or permit to assist a transferor of explosives to verify the identity and the licensed status of the licensee or permittee as provided by 27 CFR Part 555. The signature on each copy must be an original signature. A faxed, scanned or e-mailed copy of the license or permit with a signature intended to be an original signature is acceptable. The signature must be that of the Federal Explosives Licensee (FEL) or a responsible person of the FEL. I certify that this is a true copy of a license or permit issued to the licensee or permittee named above to engage in the business or operations specified above under "Type of License or Permit."

Mailing Address (Changes? Notify the FELC of any changes.)

GREAT LAKES FIREWORKS LLC  
3275 W M-76  
WEST BRANCH, MI 48661-

Licensee/Permittee Responsible Person Signature

**OWNER**

Position Title

**BARRY J. BELTZ**

Printed Name

**4/11/21**

Date

Previous Edition is Obsolete

GREAT LAKES FIREWORKS LLC 3275 W M-76 WEST BRANCH, MI 48661- (Rev. 15-2011)

ATF Form 5400-14-5 (Rev. 15-2011)  
Revised September 2011

U.S. Department of Justice  
Bureau of Alcohol, Tobacco, Firearms and Explosives

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WEST BRANCH, MI 48661-**

Type of License or Permit

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Mailing Address (Changes? Notify the FELC of any changes.)

GREAT LAKES FIREWORKS LLC  
3275 W M-76  
WEST BRANCH, MI 48661-

Licensee/Permittee Responsible Person Signature

**OWNER**

Position Title

**BARRY J. BELTZ**

Printed Name

**4/11/21**

Date

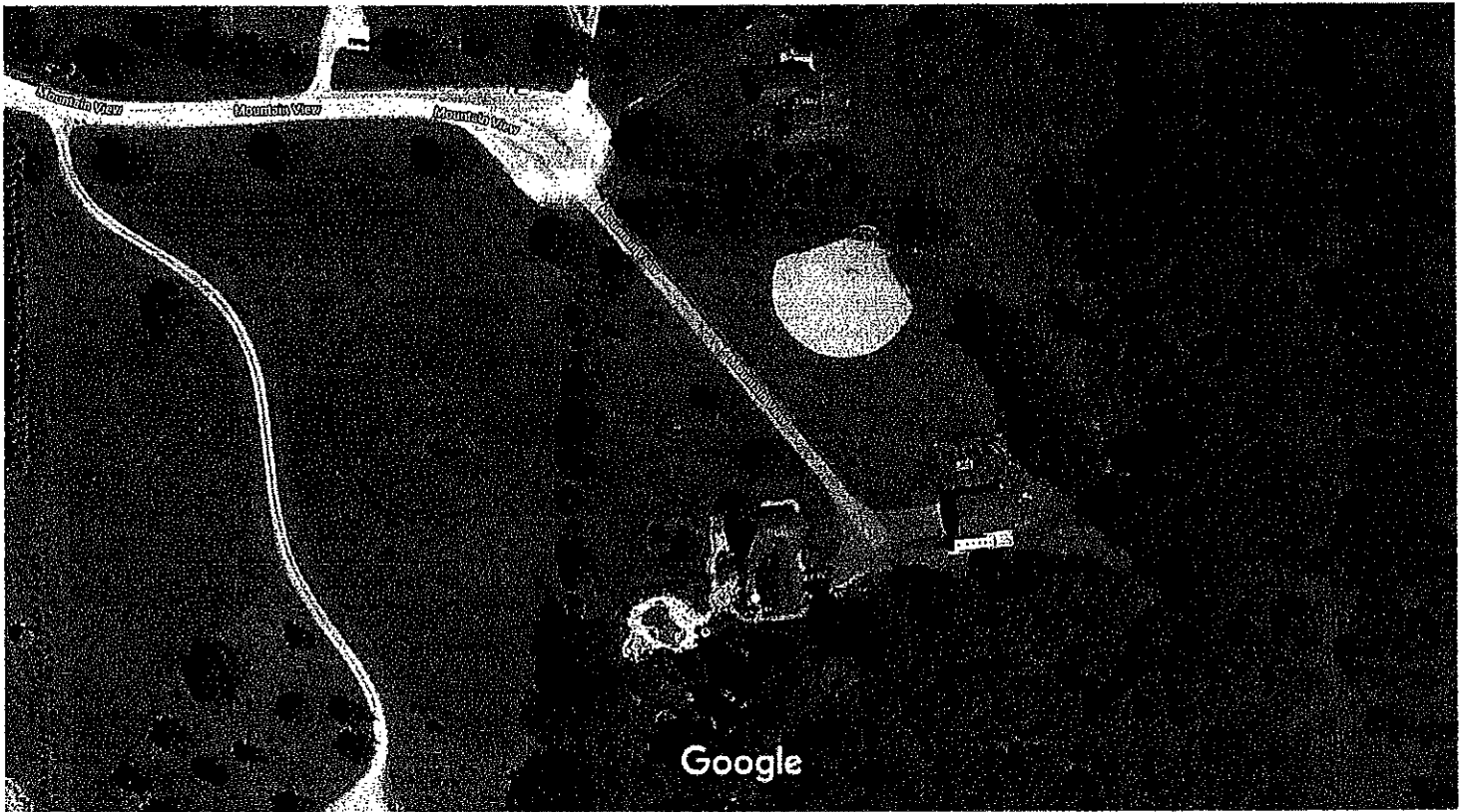
24 of 72

Previous Edition is Obsolete

GREAT LAKES FIREWORKS LLC 3275 W M-76 WEST BRANCH, MI 48661- (Rev. 15-2011)

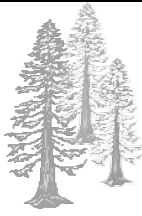
ATF Form 5400-14-5 (Rev. 15-2011)  
Revised September 2011

Google Maps



Imagery ©2021 Maxar Technologies, Map data ©2021 50 ft

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# DEXTER TOWNSHIP

## AGENDA ITEM SUMMARY

**MEETING OF:** Township Board of Trustees 20 April 2021

**Agenda Item Title:**

Multi Lakes Water & Sewer Authority

**Submitted by:**

Karen Nolte

**Explanation of Agenda Item:**

Discussion in regards to the Multi Lakes Water & Sewer Authority funds currently held by Dexter Township.

**Fiscal or Resource Considerations:** YES \_\_\_\_\_ NO   x  

**Does this agenda item require the expenditure of funds?** YES \_\_\_\_\_ NO   x  

**If YES, are funds budgeted?** YES \_\_\_\_\_ NO \_\_\_\_\_

**Are staff or other resources required?** YES \_\_\_\_\_ NO   x  

**Is a budget amendment required?** YES \_\_\_\_\_ NO   x  

**Attachments:**

**Staff Comments:**

As of February 28, 2021 \$538,142.05 is held between all 569 accounts.

**Motion/Action/Recommendation:**

Discussion

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Stipulations:

- have a 10 year Capital Replacement Budget and Plan established (prior to payout of first \$100K - this would help kick start the payout date schedule)
- have a 10 year projected budget in place (prior to payout of first \$100K)
- complete a rate study (most likely sometime in 2022)
- produce a balanced yearly budget each year
- clause that states - any of these monies are only to be placed in the Capital Replacement fund
- return \$100K per year over 5 year period ( balanced returned in the 5th year )
- if something "catastrophic" occurs within MLWSA system - monies would be made available to MLWSA (with whose approval - DT and MLWSA Boards?)
- any defaults, money not paid to MLWSA or if MLWSA has any loan defaults during this time, money is returned to Dexter Twp.

Additional question: does DT want to hold 57% of one years bond payment - approximately \$120K out of the \$500K until Debt 3 is paid off (2028)? Maybe a good negotiation point.

Additionally, I was running this concept by Karen S and she suggested we may want to establish a trust to place the money in to depoliticize the issue. Then if all conditions are met, the trust pays out the money.

I believe that sums up the concept - this will be a hard sell to the MLWSA Board - since the majority believe the money should be returned in full without any conditions. However, given the past errors of the Board I do believe some oversight is needed until MLWSA is stable and in good financial standing and that these monies should only be utilized for the Capital Replacement Fund.

If I forgot anything - please advise.

Talk later

Karen Nolte  
Dexter Township Trustee

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## Authorization of Payments

First Distribution – April 13, 2021

# Clerk's Office

Michelle Stamboulellis, Clerk

Authorization of Payments

April 13, 2021

First Distribution

### Attachment(s):

1. March 2021 Payroll
2. General Fund Disbursements – (3/17/2021 thru 4/13/2021) and 4/14/2021 thru 4/20/2021)
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 – (3/17/2021 thru 4/13/2021) and (4/14/2021 thru 4/20/2021)

<b>April Gross Payroll</b>	<b>\$32,247.92</b>		
<b>Disbursements</b>	<b>(3/17/2021 thru 4/13/2021)</b>	<b>(4/14/2021 thru 4/20/2021)</b>	<b>Grand Total</b>
General Fund	\$7,488.92	\$	\$
Fire Fund	\$74,022.43	\$	\$
Police Fund	\$0.00	\$	\$
Agency Fund	\$2,348.00	\$	\$
MLWSA Debt	\$0.00	\$	\$
<b>Total</b>	<b>\$83,859.35</b>	<b>\$</b>	<b>\$</b>

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# Dexter Township

*MICHELLE STAMBOULELLIS, CLERK*

## REPORT FOR THE MONTH OF APRIL 2021

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### BUDGET:

- Target: **6.34%**
- General Fund to date      Revenue **100.62%**      Expenditures: **67.61%**
- Fire Fund to date      Revenue: **103.38%**      Expenditures: **91.64%**
- Police Fund to date      Revenue: **103.95%**      Expenditures: **84.05%**

Budget printout available on request.

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### QUALIFIED VOTER FILE:

The Clerk's office processed 28 new applications and cancelled 17 voter registrations during March 2021.

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### MEETINGS AND TRAINING ATTENDED/TO BE ATTENDED:

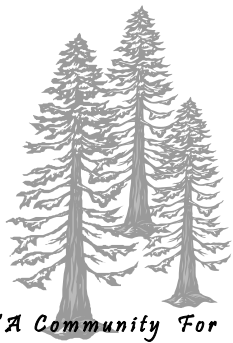
- 3/23/2021: Completed Proposed 2021-2022 Budget In the Clerk's Office
- 3/24/2021: Posted Notices Website/Townhall Sun Times News for 21/22 Budget Meeting
- 3/24/2021: WWRA Meeting
- 3/30/31: Dexter Township Budget Meeting
- 3/31/2021: Amended the Dexter Township 2021/2022 Budget in the Clerks Office
- 4/9/2021: QVF Training

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**Respectfully Submitted,**

**Michelle Stamboulellis, Clerk**

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# DEXTER TOWNSHIP

## PLANNING & ZONING

6880 DEXTER-PINCKNEY ROAD  
DEXTER, MI 48130

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

*"A Community For All Seasons"*

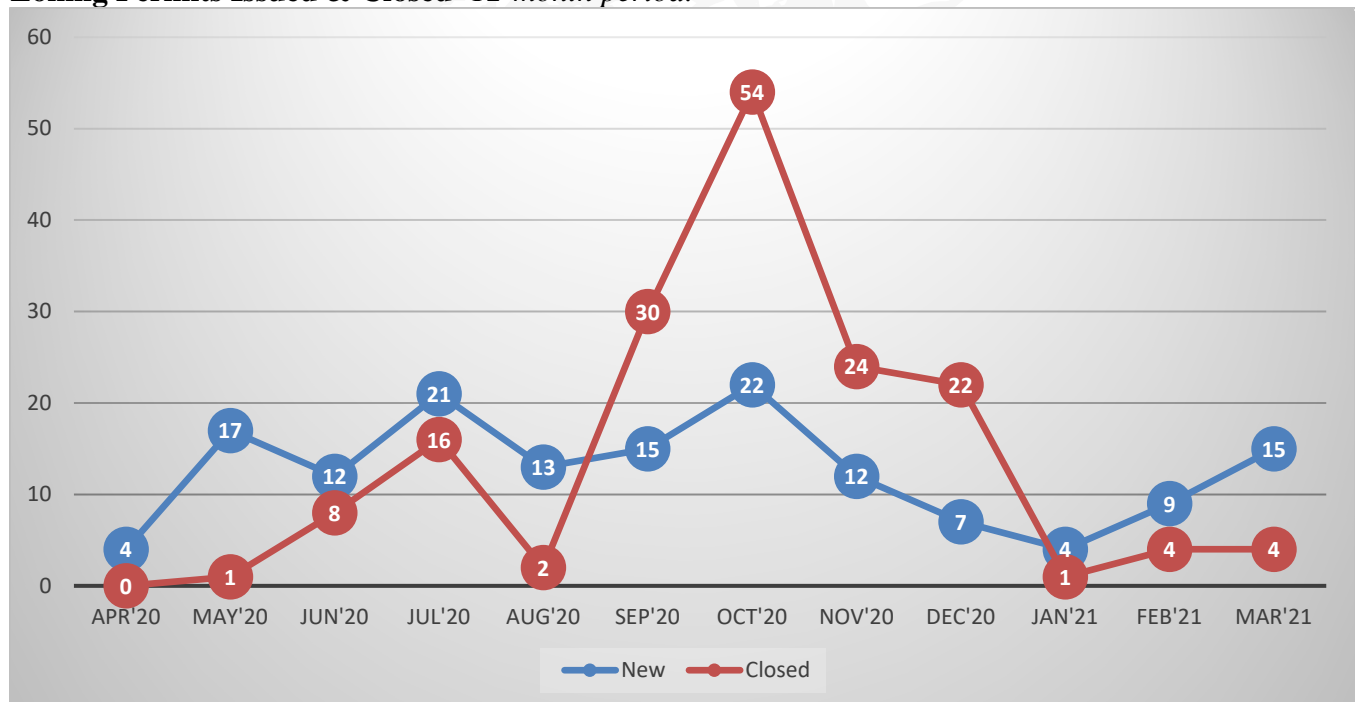
### Planning & Zoning Report for March Activities - 2021

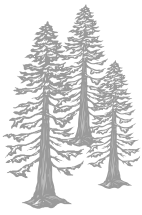
#### ZONING PERMITS

There were 15 new zoning permits issued this month (*March*)

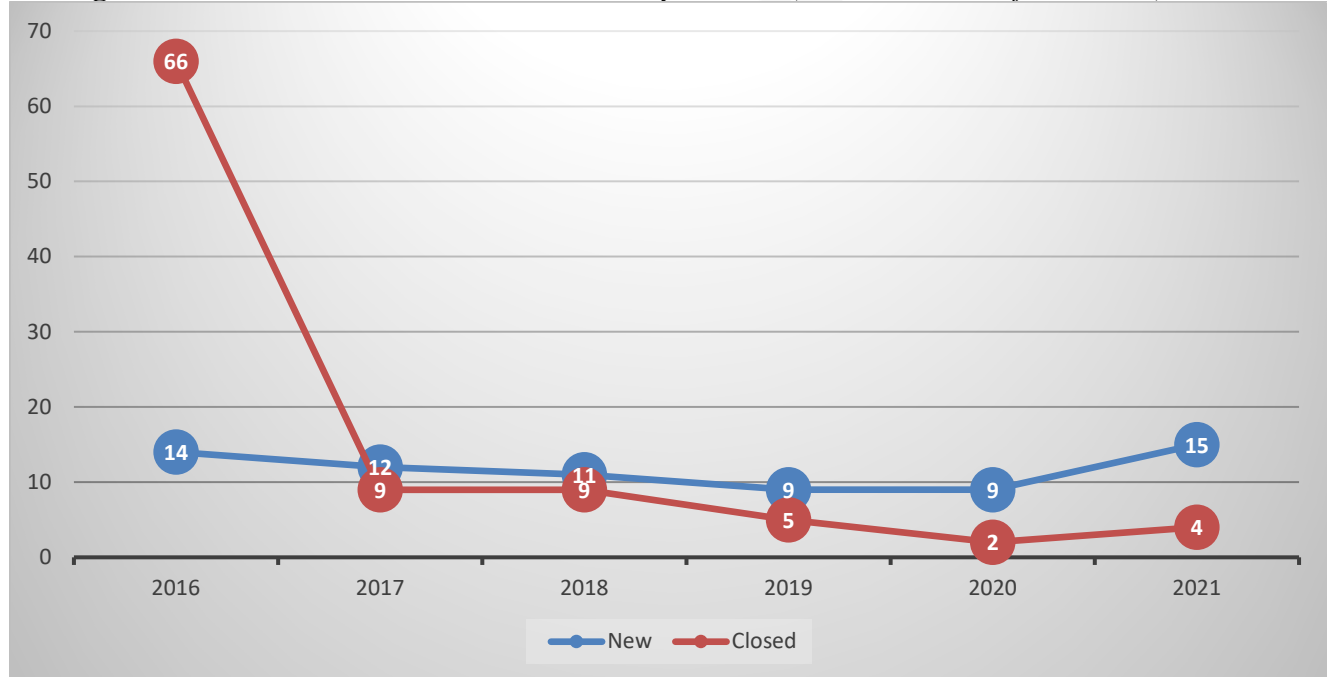
There were 4 zoning permits closed this month (*March*)

Zoning Permits Issued & Closed- 12-month period.

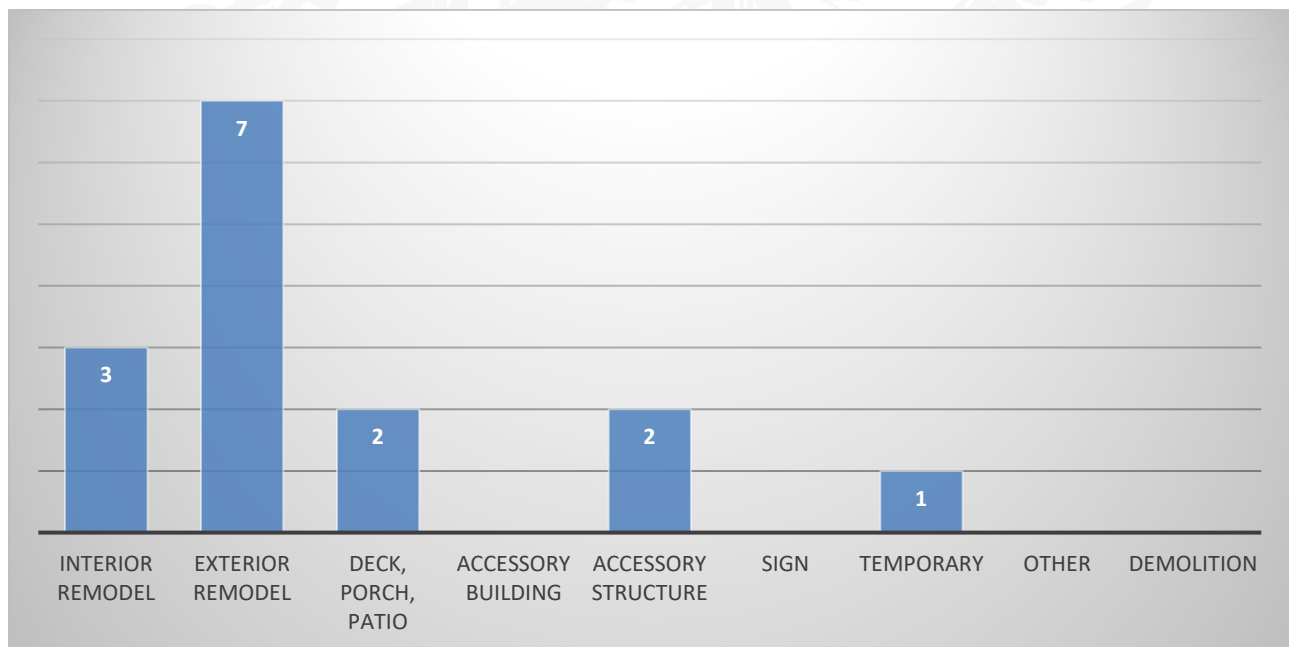


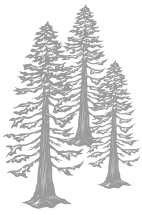


**Zoning Permits Issued & Closed- Year-to-Year by Month.** *(All numbers are for March.)*



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





## CODE ENFORCEMENT

**There were 4 new complaint/violations this month (March)**

**There were 3 complaint/violation closed this month (March)**

*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, March.)*

Violation Number	Address	Parcel #	Description	Status
<b>Zoning Violations</b>				
21-ZV-429	8565 Portage Lake Blvd.	04-01-180-005	Parked trailers/Temp Bldg.	Open
21-ZV-430	8750 Parkview	04-06-362-006	Fence	Open
<b>Blight Violations</b>				
21-BV-213	9734 Portage Lake Ave	04-01-108-037	Garbage	Open
21-BV-214	14180 N. Territorial	04-18-340-014	Sofa in front yard	Open

## PLANNING COMMISSION

### March Meeting:

The Planning Commission held one meeting in March.

### March 9, Work Session – No Meeting

Petition	Project	Request/Description	Result

### March 23, Regular Meeting

Petition	Project	Request/Description	Result
20-PC-203	Lafontaine Prop.	Final Site Plan	Approved with conditions



## ZONING BOARD OF APPEALS

**No March ZBA Meeting:**

Petition	Project	Request/Description	Result



In March the Planning Commission approved the final site plan for the LaFontaine commercial truck sales facility on the southeast corner of N. Territorial and Dexter Townhall roads.

In addition to the plan presented by the applicant, the Planning Commission set the following conditions:

1. All exterior pole mounted and vehicle lighting will be turned off after business hours.
2. All exterior building lighting will be reduced after business hours.
3. A landscape maintenance plan will be incorporated.
4. Applicant will provide building elevation information.
5. Vehicle test drive road usage will be restricted to primary paved roads.
6. Hours of operation will be Monday & Thursday 9 AM to 9 PM; Tuesday, Wednesday, Friday 9 AM to 6 PM; Saturday 10 AM to 2 PM; closed Sunday.

Thanks,  
Marty

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**CHELSEA DISTRICT LIBRARY BOARD OF TRUSTEES**

**Tuesday, March 16, 2021—11:00 a.m.**

**Remotely via Zoom**

**AGENDA**

- 11:00 Board Meeting**  
Welcome and Call to Order  
Agenda Review, Additions, and Approval
- 11:05 Presentation: Classification & Compensation Study**  
Prepared for Chelsea District Library by Michigan Municipal League  
Mandy Reed, Manager, Human Resources
- 11:25 Compulsory Segments**  
Board Meeting Minutes Approval – February 16, 2021  
Approval of the February Operational Checks  
Approval of February Financial Reports  
Director's Report & Friends Report
- 11:50 Public Comment**
- 11:55 Discussion Items**  
1. MML Classification & Compensation Study Recommendations  
2. Budget Development Calendar
- 12:05 Reports**  
Policy Committee  
Finance Committee  
Personnel Committee  
Nominating Committee  
Community Outreach Committee
- 12:10 Public Comment**
- 12:15 Other Items**
- 12:20 Adjournment**

## **Public Participation**

Meetings held by the Chelsea District Library are for the purpose of conducting library business. A Chelsea District Library meeting is not a “public meeting.” It is a “meeting held in public.” The difference between these two types of meetings is that a public meeting is usually designed for the free flow of information among all in attendance, whereas a meeting held in public is for observation and “Public Input” at specific times on the agenda.

## **Public Participation at Open Meetings**

Meetings held by the Chelsea District Library are for the purpose of conducting library business. Public input is allowed during set times of these meetings and for specific amounts of time.

There are two ways to participate in a Board meeting:

- You may call the Board President or Library Director at least five days in advance of the Board meeting and ask to be placed on the agenda. The Board President or the Library Director shall use their discretion in accepting these requests. The Board decides what agenda items are to be discussed when they formally adopt the agenda at the start of their meeting. Once approved, you will be allowed to make your presentation to the Board.
- You may address the Board during agenda items listed as “Comments from the Public.”

Individuals who are addressing the Board at a Board Meeting must state their name and the name of the organization or group they are representing, if that is the case.

Board members may question speakers, but the Board will not enter into debate or conversation during this portion of the meeting. In general, issues are referred to the Director for investigation, study and recommendation, designation as a future agenda item, or answered through written communication.

**Chelsea District Library Board of Trustees  
Minutes of Regular Meeting**

**Tuesday, February 16, 2021 6:45 pm  
Meeting Location: Remote, Using Zoom**

**Trustees in Attendance:** TJ Helfferich (Zooming from the City of Chelsea), G. Munce (Lyndon Township), S. Lackey (Sylvan Township), J. Carr (Sylvan Township), A. Merkel (City of Chelsea), E. Sensoli (Lima Township), & C. Taylor (from Florida, representing Dexter Township).

**Staff:** Director L. Coryell, Assistant Director L. Ballard, & C. Berggren.

**Guests:** None

**Welcome and Call to Order**

TJ Helfferich called the meeting to order at 6:45 p.m.

Chris administered the Oath of Office to S. Lackey, who was absent in January, when the other trustees were sworn in.

**Agenda Review, Additions, and Approval**

MOTION made by A. Merkel, SECONDED by C. Taylor to approve the agenda, as amended. Discussion: Jan asked that the policy to be discussed, be moved directly to Action, as it needs immediate attention.

All Ayes: 7-0

**Compulsory Segments:**

**Minutes and Approval of Checks**

MOTION made by J. Carr, SECONDED by E. Sensoli to approve the minutes of the January 19, 2021 Board Meeting. Discussion: None

All Ayes: 7-0

MOTION made by S. Lackey, SECONDED by A. Merkel to accept the General Fund Operational checks for January, 2021. Discussion: None

All Ayes 7-0

MOTION made by S. Lackey, SECONDED by G. Munce to accept Financial Reports for January, 2021. Discussion: None

All Ayes: 7-0

**Director's Report Update:****L. Coryell update:**

- Lori shared that Mandy Reed from the Michigan Municipal League will present the classification and compensation study next month.
- Scott is 99.9% finished with server update.
- Chris and Kerry have been working with the auditor to complete the library's 2020 audit.
- Financial Committee will need to do an RFP for a new auditing firm this summer.

**Friends Report:**

- Officers were chosen for the 2021 calendar year. Gary Zenz has agreed to stay on as president, unless someone else steps up, but no one has done so, yet.
- Jan shared that Serendipity Books now has the Friends' higher end book sales up on two internet sales platforms, so they are getting twice the exposure.

Other Reports Notes: None

**Presentation: Broadband and Rural Washtenaw County by Gary Munce**

Gary shared a slideshow that showed how rural areas are being left behind when it comes to internet access. There were many figures that proved the point.

- Rural Digital Opportunity Fund (RDOF) offers grant money to help deal with this issue and a collective provider, Midwest Energy and Communications, has been selected to spread broadband into rural communities in Washtenaw County. However, it's a slow process (1-5 years), and only 6,000 of the estimated 8,000 households are slated to receive broadband.
- Gary is still hoping that this "fix" can be expanded to include all the households that don't currently have access.
- The library needs to be aware of this effort and that people will need help setting up and using this new technology they will be receiving.
- For more information, Gary directed trustees and the library to check in with the Washtenaw County Area Broadband Task Force.

**Public Comment:** None**Action Item #1: Donations**

MOTION made by J. Carr, SECONDED by S. Lackey to accept the library's January donations of \$4,600. Discussion: None

Jan, roll-call vote: Charlie – Aye, Susan – Aye, Anne – Aye, TJ – Aye, Elizabeth – Aye, Gary – Aye, and Jan – Aye.

All Ayes 7-0

**Action Item #2: DDA/TIFA**

MOTION made by S. Lackey, SECONDED by G. Munce to approve the library's agreed upon one-time TIFA donation to the DDA. Discussion: None

Jan, roll-call vote: Gary – Aye, Elizabeth – Aye, TJ – Aye, Anne – Aye, Susan – Aye, Charlie – Aye, and Jan – Aye.

All Ayes 7-0

**Action Item #3: Policy 230: Confidentiality Policy**

MOTION made by C. Taylor, SECONDED by G. Munce to approve the updates to Policy 230: Confidentiality Policy, as mandated by an amendment to the Michigan Library Privacy Act. Discussion: None

Jan, roll-call vote: Susan – Aye, Charlie – Aye, Elizabeth – Aye, TJ – Aye, Anne – Aye, Gary – Aye, and Jan – Aye.

All Ayes 7-0

**Committee Reports**

**Policy Committee –**

**Finance Committee –**

**Personnel Committee –**

**Nominating Committee –**

**Community Outreach Committee –**

**Public and Board Comment:**

**Other Items:**

**Adjourn:**

MOTION made by S. Lackey, SECONDED by C. Taylor to adjourn the meeting at 7:58 p.m.

All Ayes, 7-0

\_\_\_\_\_  
Janice L. Carr, Board Secretary

\_\_\_\_\_  
Date

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**Dexter Area Fire Department  
Fire Administration Board  
Regular Meeting Agenda  
April 15, 2021 – 6:00 p.m.**

CITY OF DEXTER  
DEXTER TOWNSHIP  
WEBSTER TOWNSHIP

**A. Call to Order:**

**B. Roll Call:**

**C. Chairperson:** Jim Seta (Member-At-Large)

**D. Board Members:** John Westman, Vice-Chair (Webster Twp); Shawn Keough, Treasurer (City of Dexter); Dan Munzel, Secretary (Webster Twp); Zach Michels (City of Dexter); Diane Ratkovich (Dexter Township) Mark Ford (Dexter Township).

**E. Approval of Meeting Minutes:** April 15, 2021 (Page 1)

**F. Audience Participation:**

**G. Approval of the Agenda:**

**H. Approval of the Bills and Payroll:**

Bills and Payroll from March 11, 2021 through April 6, 2021 \$162,608.96 (Page 4)

**I. Reports**

1. Fire Chief Report (Page 9)
2. Financial Report (Page 39)

**J. Unfinished Business**

1. Discussion of Webster Township Lease Agreement (D.Munzel) (Page 57)
2. Discussion/Consideration of DAFD By-Laws (Page 58)
3. Discussion/Consideration of DAFD Board At-Large Position (Page 59)

**K. New Business**

**L. Dexter Fire Fighters' Association Report**

**M. Non-Arranged Audience Participation**

**N. Future Agenda Items**

1. Fire Code August 2021

**O. Concerns of Fire Board Members**

**P. Adjournment**

*The next regular meeting of the Dexter Area Fire Department Administrative Board will be on Thursday, Thursday May 20, 2021 at 6:00 PM at the Dexter Township Hall. Special meetings may be called as necessary in accordance with the Michigan Open Meetings Act. Notices of special meetings will be posted at Dexter Area Fire Department Stations, Dexter City Office, Dexter Township Office, and Webster Township Office.*

**Activity Reports:**

Summary – (Page 32)

Summary Year-To-Date (Page 34)

**City of Dexter** (Page 19)

**Dexter Township** (Page 21)

**Webster Township** (Page 27)

**Mutual Aid/Shared Runs** (Page 24)



**Dexter Area Fire Department  
Fire Administration Board  
Board Meeting Minutes  
March 18, 2021 – 6:00 p.m.  
Virtual Meeting**

CITY OF DEXTER  
DEXTER TOWNSHIP  
WEBSTER TOWNSHIP

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

**A. Call to Order:** Chair Seta called the meeting to order at 6:00P.M.

**B. Roll Call:** Chair Seta declared a quorum was present.

**Members Present:** Chair Jim Seta (Member At Large); Vice-Chair John Westman (Webster Township); Treasurer Shawn Keough (City of Dexter); Diane Ratkovich (Dexter Township); Secretary Dan Munzel (Webster Township); Zack Michels (City of Dexter); Mark Ford (Dexter Township)

**Members Absent:** Diane Ratkovich (Joined at 6:10pm). Zack Michels, (Joined at 7:02pm).

**Also Present:** Chief Robert Smith; Kimberly Valentine, Recording Secretary; 7 Firefighters; 7 Citizens.

**C. Approval of February 18, 2021 Meeting Minutes:**

**Motion by Keough** to approve the regular meeting minutes of February 18, 2021 as presented. Motion second by Ford.

**Roll Call Vote: 5 Ayes; 2 absent. Motion carried.**

**D. Audience Participation:**

**John Kingsley-** We would like for you to consider John Scharf to be appointed as the At-Large Member

**John Scharf-** By-Laws are silent when it comes to the At-Large position. Believes he has the skills for this position.

**E. Approval of the Agenda:**

**Motion by Munzel** to approve the agenda as presented. Motion second by Westman.

**Roll Call Vote: 6 Ayes; 1 absent. Motion carried.**

**F. Approval of the Bills and Payroll:**

**Motion by Keough** to approve bills and payroll totaling \$123,805.94. Motion second by Ford.

**Roll Call Vote: Ayes- Westman, Munzel, Seta, Keough, Ratkovich, Ford; Nays – None; Absent – Michels. Motion carried 6-0.**

**G. Reports:**

**1. Chief's Report:**

**Motion by Ratkovich** to receive and file the Chief's report. Motion second by Munzel.

**Roll Call Vote: 6 Ayes; 1 absent. Motion carried.**

**2. Financial Report:**

**Motion by Keough** to receive and file the financial report. Motion second by Ratkovich.

**Roll Call Vote: 6 Ayes; 1 absent. Motion carried.**

**H. Unfinished Business:**

1. Discussion of Webster Township Lease Agreement

**Motion by Keough** to have the lease agreement from Webster Township be reviewed by legal counsel. Motion Second by Ratkovich.

**Roll Call Vote: 6 Ayes; 1 absent. Motion carried.**

2. Discussion of DAFD By-Laws

**Michels** Joined during this discussion.

3. Discussion of At Large DAFD Fire Board Position

**Motion by Keough** in anticipation of filling the at large position, we create a process that allows each municipality to bring up to 1 nomination for the April 2021 meeting for consideration.

Motion second by Ford

**Roll Call Vote: 6 Ayes; 1 No. Motion carried.**

**I. New Business:**

1. Consideration of Full Time Hire

**Motion by Michels** to approve the full time hire of Luke Engstrom, beginning April 4. Second by Munzel

**Roll Call Vote: 7 Ayes. Motion carried.**

2. Consideration of Paid on Call Pay Increase

**Motion by Keough** to approve the paid-on call increase. Second by Ratkovich

**Roll Call Vote: 7 Ayes. Motion carried.**

**J. Dexter Fire Fighters' Association Report:** None

**K. Non-Arranged Audience Participation:**

John Scharf commented on the At-large Board position.

John Kingsley commented on the At-large Board position.

Steve Gaggi and Chief Smith commented on the website photo.

**L. Future Agenda Items – April 15, 2021**

1. Review of By Laws
2. Webster Township Lease Agreement
3. At-Large Member
4. Fire Code (August 2021)

**M. Concerns of Fire Board Members:**

Westman- Commented at the At-large Position

Michels- Wanted more comprehensive solution to the At-large position

Keough- Commented on at At-large position

Chief- Virtual meetings may continue

**N. Adjournment:** Chair Seta declared the meeting adjourned at 8:10P.M.

Respectfully submitted,

Dan Munzel, DAFD Secretary

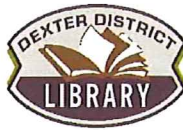
Kimberly Valentine, Recording Secretary

I, the undersigned, Dan Munzel, the duly elected Secretary of the Dexter Area Fire Department Board, DO HEREBY CERTIFY that the forgoing is a true and complete copy of certain proceedings taken by the Dexter Area Fire Department Board at a regular meeting held on the 18th day of March 2021, and that the forgoing minutes have been approved by a majority vote of the Board at a scheduled meeting held on the 15th day of April 2021.

\_\_\_\_\_  
Dan Munzel, Secretary, Dexter Area Fire Department Board

draft 3 18 2021

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## **Dexter District Library Board of Trustees**

### **Meeting Minutes**

March 1, 2021

7:00 p.m.

Due to continuing COVID-19 restrictions, this meeting was conducted through online video conferencing via Zoom. Meeting details and instructions for joining the meeting were publicized on the Library's website, as was the meeting agenda and Board packet.

President Vrsek called the meeting to order at 7:02 p.m.

McCann explained he received attorney advice for a change in the way attendance is taken, which should include the physical location of the members of the public body.

#### **Members present:**

- Barbara Davenport, remote from Scio Twp, MI
- Cassy Korinek, remote from the City of Dexter, MI (joined the meeting at 7:08 p.m.)
- Jim LaVoie, remote from Dexter Twp, MI
- Donna Palmer, remote from Scio Twp, MI
- Rosemary Quigley, remote from Dexter Twp, MI
- Sherry Simpson, remote from Webster Twp, MI
- Shelly Vrsek, remote from Webster Twp, MI

#### **Members absent:**

- Patricia Cousins

#### **Others present:**

- Paul McCann, Library Director, attending from the Dexter District Library
- Kim Swoverland, Recording Secretary, attending from the Dexter District Library

President Vrsek called for additions/changes to the presented agenda. LaVoie moved to approve the agenda as presented. Second by Palmer. A voice vote was taken. Aye=all, nay=none, absent=2. Motion carried.

Vrsek called for corrections to the minutes of the February 1, 2021 regular Board Meeting. No corrections were requested. Quigley moved to approve the minutes from the February 1, 2021 regular Board Meeting as presented. Second by LaVoie. A voice vote was taken. Aye=all, nay=none, abstain=1, absent=2. Motion carried.

Korinek entered the meeting at 7:08, and stated her remote location as the City of Dexter, MI.

**Public Comment:** None.

**Friends of the Library Report:** McCann reported the Friends hosted a recent meeting via Zoom on the evening of February 23, 2021 at which there was continued discussion of the timing of resuming book donations, scheduling volunteer book sorters, and hosting used book sales. The Friends recently reimbursed the Library for the purchase of plexiglass safety shields for the staff. McCann intends to request funds for the Summer Reading Program at the next Friends meeting.

**Treasurer's Report:** McCann presented the Treasurer's report for February 2021. Balance Sheets and Statements of Operation were provided for the months of January and February 2021 for both 101 General Operations and 301 Debt Service. The paid bills for February 2021 were reviewed. Palmer moved to approve the bills paid during the month of February 2021. Second by Quigley. A roll call vote was taken. Davenport=aye, Korinek=aye, LaVoie=aye, Palmer=aye, Quigley=aye, Simpson=aye, Vrsek=aye, absent= 1. Motion carried.

McCann updated the Board on the recent health emergency of Treasurer Pat Cousins. LaVoie retains signatory authority from his time as President of the Board and was willing to serve as the alternate check-signer for the week of February 26, 2021. Moving forward, the Board will need to name an Interim Treasurer until such time as Cousins can hopefully return to her duties. LaVoie stated he was willing to serve as Interim Treasurer. Davenport expressed the Board's appreciation for LaVoie's many prior years of experience as Treasurer, and moved to appoint LaVoie to the role of Interim Treasurer in Cousins' absence. Second by Simpson. A roll call vote was taken. Davenport=aye, Korinek=aye, LaVoie=aye, Palmer=aye, Quigley=aye, Simpson=aye, Vrsek=aye, absent=1. Motion carried.

Additionally, it was noted that Vrsek, as the current President, should be added as a signatory. Simpson moved to approve adding President Vrsek for signatory duties. Second by LaVoie. A roll call vote was taken. Davenport=aye, Korinek=aye, LaVoie=aye, Palmer=aye, Quigley=aye, Simpson=aye, Vrsek=aye, absent=1. Motion carried.

McCann noted he received a notification of new incoming transfer fees from Chelsea State Bank. The Library would be charged \$10 each time an entity transferred funds into our ACH receivables account. As a non-profit unit of government, McCann has requested a waiver of this fee, but has not yet received a response.

**Michigan CLASS:** End of the month statements for February 2021 were not available in the Board Packet due to the timing of the month end. McCann noted the interest rates continue to be extremely low.

**Budget Changes:** McCann explained the HVAC outside air flow meter was not working properly. Attempts to clean and repair it were made but were unsuccessful, and it needed to be replaced at a cost of \$4,200.00. Davenport moved to increase the budgeted balance of line 101-901-972 Capital Replacement by \$4200.00, changing that line's budgeted balance from \$104,133.00 to \$108,333.00, utilizing funds from existing fund balance, and creating an intentional unbalanced budget. Second by Simpson. A roll call vote was taken. Davenport=aye, Korinek=aye, LaVoie=aye, Palmer=aye, Quigley=aye, Simpson=aye, Vrsek=aye, absent=1. Motion carried.



**Budget Changes continued:** Regarding the State Aid account line, the Finance Committee was not able to meet in the month of February to make a recommendation to the Board. McCann requested Board input as to increasing the State Aid account line to reflect the expected full funding amount. Quigley moved to increase the budgeted amount of income line 101-000-575 State Aid by an additional \$8000.00, changing that line's budgeted balance from \$7000.00 to \$15,000.00. Second by LaVoie. A roll call vote was taken. Davenport=aye, Korinek=aye, LaVoie=aye, Palmer=aye, Quigley=aye, Simpson=aye, Vrsek=aye, absent=1. Motion carried.

**Reimbursements:** None.

**Circulation Statistics:** Statistics for February 2021 include:

<b>February 2021</b>	
Circulation Statistics	February
Adult Books	3318
Young Adult Books	506
Children's Books	5184
Magazines	119
DVD	1204
Books on CD	243
Music CD	260
Realia/Objects/Equip	49
Overdrive	3116
hoopla	1954
RBDigital mag/audio	432
Kanopy	680
Renewals via web	812
Auto-renewals	3516
In-House	3475
<b>Total</b>	<b>24868</b>
Library visits	3310
Reference questions	736
Items withdrawn	743
New items added	844
Total holdings	110905
New cards issued	35
Total card holders	11299
Internet usage	158
Museum/Park Pass	0
Web site visits	10674
Program attendance	730
Fax	15
ILL lent out	3322
ILL borrowed	3925
In-house renewals	184

**Director's Report:** The written director's report for February 2021 was reviewed. McCann noted the Library re-opened to the public on Monday, February 15. Tuesday, February 16 was a heavy snowfall day, but the Library was able to open in the afternoon for a half day of serving the public. While the public can now enter the building to browse the collections and check-out, curbside services are still offered for anyone who chooses, or is not able to come inside.

**Personnel / Anniversaries:** Regarding anniversary dates of hire, McCann informed the Board Diane Alson, Teen and Tween Librarian, and Josh Burns, Library Page, will both be reaching their anniversary dates of hire in the month of March. No board action was necessary due to the Jan 2021 wage rate adjustment schedule.

**Personnel / Vacancies:** The interview process has begun for securing additional staff for the vacancies in the youth department.

**Items from Legislature and Local Municipalities:** McCann provided the language from HB 4286 which is currently in committee at the State Legislature, and would allow for continuation of remote meetings.

**Committee Reports:** There were no committee meetings in the month of February 2021.

#### **Old Business:**

Regarding the HVAC software controls project, work has essentially been completed and is at the punch-list wrap-up phase.

Regarding installation of UV lights for the purpose of improving indoor air quality, the work has been completed and the system is fully functional.

Regarding discussion of services, McCann would like to have a few more weeks of statistical analysis of patron usage to assist him in making recommendations for expanding services and or service hours. The hope is that COVID rates will remain low, vaccination rates will increase, and the Library can not only remain open the public, but also safely add the services most needed by our patrons. The Board will discuss further at the next Board Meeting.

**New Business:** Regarding the date for the April Library Board Meeting, McCann noted the current rule allowing remote meetings will expire on March 31, 2021. With the next regularly scheduled Board Meeting being on April 5, 2021, if there are no extensions or no newly passed legislation, the Library Board would not be able to comply with an open-to-the-public meeting. Options presented were: 1) move the April Library Board Meeting to Monday, March 29, 2021. 2) cancel the April Library Board Meeting 3) take a wait & see approach to watch if an extension is granted, or if HB 4286 sees any action. The Board was in agreement to move the April meeting to March 29, 2021. It was noted this will fall during Dexter Schools' spring break, but with remote attendance possible, Board Members or members of the public could attend from any location. LaVoie moved to approve changing the date of the April Library Board Meeting to Monday, March 29, 2021 at the usual start time of 7:00 p.m. Second by Korinek. A roll call vote was taken. Davenport=aye, Korinek=aye, LaVoie=aye, Palmer=aye, Quigley=aye, Simpson=aye, Vrsek=aye, absent=1. Motion carried. McCann will ensure the meeting date change is posted in the appropriate places.

**Public Comment:** None.

**Board Member Comments:** None.

**Adjournment:** Having completed all items on the agenda, the meeting was deemed adjourned by consensus at 8:32 p.m.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Barbara Davenport".

Barbara Davenport,  
Secretary

A handwritten signature in blue ink, appearing to read "K. Swoverland".

Kimberly Swoverland,  
Recording Secretary

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## Huron River Watershed Council (HRWC)

### April 2021 Report to Dexter Township

To the Dexter Township Board of Trustees:

I hope that you were able to participate in the HRWC ChangeMakers Training for newly elected government officials. If not, please see this website for related information on how to make policies to protect drinking water and preserve natural areas [www.hrwc.org/changemakers](http://www.hrwc.org/changemakers).

In addition, the HRWC has developed online brief presentations to explain what we can do to protect the Huron River Watershed in our local community. See this link for recorded presentations, including information specific to Dexter Township <https://tinyurl.com/45ed92a2>. The link has four brief presentations (via YouTube) that explain the important work of HRWC and how the Township can collaborate to enhance the health of our environment and our residents.

For more information, please contact

**Rebecca Esselman** | *Executive Director*

[Huron River Watershed Council](#) | 1100 N. Main Street, Ann Arbor, MI 48014  
ph (734) 769-5123 x 611

Respectfully submitted, Suzanne Bade

Dexter Township Representative to HRWC

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**Washtenaw County Road Commission**  
**Bi-Monthly Meeting of the Board of County Road Commissioners**  
**April 6, 2021 – 1 p.m.**

In an effort to practice social distancing and in accordance with current State and local public health orders, the Washtenaw County Board of County Road Commissioners will hold a virtual Board Meeting on Tuesday, April 6, 2021 at 1 p.m.

Join the virtual board meeting by visiting [bit.ly/WCRCVirtualMeeting](https://bit.ly/WCRCVirtualMeeting) or dialing (312) 626-6799, meeting ID: 184 341 317. Public participants will be able to address the board virtually during the public comment period on the agenda.

Visit [wcroads.org/joining-a-virtual-board-meeting/](https://wcroads.org/joining-a-virtual-board-meeting/) for more information.

**AGENDA**

**I. CALL TO ORDER & MOMENT OF SILENCE**

**II. APPROVAL OF AGENDA ..... Page 1-2**

**III. ACCEPTANCE OF MINUTES (Action) ..... Page 3-12**

- A. Board Meeting Minutes of March 16, 2021
- B. Working Session Minutes of March 16, 2021

**IV. PUBLIC COMMENT**

This is the time set aside on the agenda to receive comments from the public. This is not intended to be a period for dialogue. Each person will be allotted (3) minutes to address the Board.

- A. Public Comment
- B. Written Communication ..... **Page 13-14**

**V. COMMISSIONER AND STAFF FOLLOW-UP TO PUBLIC COMMENT**

**VI. NEW BUSINESS**

**A. Consent Agenda Cover ..... Page 15-25**

- 1. 2021 Ann Arbor Township First Agreement ..... **Page 26**
- 2. 2021 Annual Supply of Sign Materials – Contract Renewal Option
- 3. 2021 Annual Supply of Vertical Strips – Contract Renewal Option
- 4. 2021 Capital Equipment Purchase Authorization – 1-Ton Truck Chassis
- 5. 2021 Capital Equipment Purchase Authorization – GMC 2500HD Duramax Diesel Pickup Truck
- 6. 2021 Capital Equipment Purchase Authorization – GMC 2500HD Pickup Trucks
- 7. 2021 Countywide Guardrail– Construction Contract
- 8. 2021 Longline Paving Markings – Contract Award
- 9. 2021 Preventative Maintenance (Jackson Road, Packard Road, Plymouth Road, Whittaker Road) – MDOT Contract No. 20-5585

10. 2021 Special Pavement Markings – Contract Award
11. 2021-2023 Countywide Roadside Mowing – Bid ..... **Page 27**
12. FY2024 Local Bridge Program Funding Applications ..... **Page 28-29**
13. Prospect Pathway – Agency Resolution
14. Payroll & Bills for March 17, 2021 ..... **Page 30-34**
15. Payroll & Bills for March 31, 2021 ..... **Page 35-39**

**B. Action Item**

1. Liberty Road at Zeeb Road, Parcel 1, Scio Township – Right of Way Acquisition
2. Signal Technician Position – Additional Full-Time Equivalent (FTE)

**VII. REPORTS**

- A. County Commissioners Reports
- B. Road Commissioners Reports
- C. Managing Director Report
- D. Directors Reports

**WCRC UPDATE REPORTS**

1. Staff Report (March 8 – March 28)..... **Page 40-48**
2. Michigan Transportation Fund Receipts ..... **Page 49**

**VIII. CLOSED SESSION**

1. Collective Bargaining Agreement Negotiation Strategy

**IX. ADJOURNMENT**

**NEXT VIRTUAL BOARD MEETING: April 20, 2021 @ 1:00 P.M.**  
**NEXT VIRTUAL WORKING SESSION: April 20, 2021 @ 9:00 A.M.**

**NEXT VIRTUAL CHAT WITH THE ROAD COMMISSION:**  
**12:00 to 1:00 p.m.**  
**April 7 – Commissioner Gloria Llamas**  
**April 14 – Commissioner Commission Jo Ann McCollum**



**Washtenaw County Road Commission**  
**TOWNSHIP/STAFF REPORT**  
**For the period of March 8 thru March 28, 2021**  
**Board Meeting Date: April 6, 2021**

**TOWNSHIP REPORT**

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**MAINTENANCE**

Scraping of gravel roads and patching of paved roads were performed throughout the county. In addition, the following maintenance activities were performed in individual townships:

**ANN ARBOR TOWNSHIP**

- Cut Trees – Maple Road
- Fallen Trees – Earhart Road
- Limestone Patch – Country Club Road, Earhart Road, Maple Road: 103 tons

**AUGUSTA TOWNSHIP**

- Limestone Patch – Arkona Road, Bunton Road, Fuller Road, Gooding Road, Hitchingham Road, Judd Road, Torrey Road, Tuttle Hill Road: 88 tons

**BRIDGEWATER TOWNSHIP**

- Cut Trees – Kies Road
- Fallen Tree – Lima Center Road
- Limestone Patch – Burmeister Road, Hack Road, McCollum Road, Wallace Road: 20 tons
- Roadside Debris – Lima Center Road, Willow Road
- Street Sweeping – Austin Road, Clinton Road, Lima Center Road, McCollum Road, US-12, Willow Road

**DEXTER TOWNSHIP**

- Brush Removal – North Territorial Road
- Gravel Patch – McGuinness Road: 7 tons
- Limestone Patch – Brand Road, Madden Road, McGuinness Road, Winston Road: 70 tons

## FREEDOM TOWNSHIP

- Boom Mow – Pleasant Lake Road
- Cut Trees – Bemis Road
- Drainage and Backslopes – Hieber Road
- Fallen Trees – Eisman Road
- Limestone Patch – Bemis Road, Bethel Church Road, Eisman Road, Esch Road, Hieber Road, Koebbe Road, Kothe Road, Loeffler Road, Steinbach Road: 96 tons
- Street Sweeping – Bethel Church Road, Ellsworth Road, Esch Road, Lima Center Road, Lindemann Road, Pleasant Lake Road, Reno Road, Schneider Road, Steinbach Road, Textile Road, Waters Road

## LIMA TOWNSHIP

- Fallen Trees – Jackson Road, Jerusalem Road
- Gravel Patch – Lima Center Road: 15 tons
- Grind Stumps – Steinbach Road
- Limestone Patch – Dancer Road, Freer Road, Gross Road, Jerusalem Road, Lima Center Road, Steinbach Road, Trinkle Road, Waltrous Road: 115 tons

## LODI TOWNSHIP

- Culvert Replacement – Parker Road
- Drainage and Backslopes – Parker Road
- Limestone Patch – Zeeb Road: 27 tons
- Swept Approaches – Ann Arbor-Saline Road, Ellsworth Road, Gensley Road, Lodi Lane, Noble Road, Pleasant Lake Road, Parker Road, Scio Church Road, Strieter Road, Tessmer Road, Waters Road, Weber Road, Zeeb Road

## LYNDON TOWNSHIP

- Fallen Trees – Farnsworth Road
- Limestone Patch – Goodband Road, Mester Road: 21 tons

## MANCHESTER TOWNSHIP

- Boom Mow – Austin Road
- Cut Trees – Buss Road, Mahrle Road
- Fallen Trees – Mahrle Road
- Limestone Patch – Ayres Highway, Boetger Road, Burtless Road, Herman Road, Kirk Road, Lemm Road, Mulvaney Road, Noggles Road, Schleweis Road, Scully Road, Sharon Hollow Road, Tracey Road, Wolff Road: 20 tons
- Street Sweeping – Austin Road, Buss Road, Ely Road, Grossman Road, Herman Road, Kuhl Road, Lamb Road, Noggles Road, Sharon Hollow Road, Watkins Road

## NORTHFIELD TOWNSHIP

- Boom Mow – Five Mile Road, Nollar Road, Six Mile Road, Spencer Road
- Fallen Trees – Hellner Road
- Limestone Patch – Brookside Drive, Earhart Road, Five Mile Road, Forest Drive, Grove Drive, Hellner Road, Jennings Road, Joy Road, Lakeview Drive, Leland Drive, Lincoln Drive, Northfield Church Road, Ridge Drive, Seven Mile Road, Six Mile Road, Spencer Road, Trudy Lane, Walnut Drive: 328 tons
- Limestone Patch Shoulder – E Shore Drive: 1 ton

## PITTSFIELD TOWNSHIP

- Boom Mow – Carlton Street, Crystal Drive, Merritt Road, Moon Road, Oakdale Drive, Seminole Street, State Road, Textile Road
- Cut Bleeders – Bemis Road, Crane Road, Merritt Road
- Cut Limbs – E Silo Ridge Drive
- Cut Trees – Campbell Road, Marton Road, Payeur Road, Sauk Trail, Thomas Road, Warner Road
- Drainage and Backslopes – Bicentennial Parkway
- Fallen Trees – Crane Road
- Grind Stumps – Bemis Road, Ellsworth Road
- Limestone Patch – Marton Road, Morgan Road, Stone School Road: 68 tons
- Limestone Patch Shoulders – Bemis Road, Carpenter Road, Crane Road, Ellsworth Road, Lohr Circle, Lohr Road, Maple Road, Moon Road, Platt Road, State Road, Textile Road: 136 tons
- Roadside Debris – Morgan Road
- Stump Removal – Campbell Road, Marton Road

## SALEM TOWNSHIP

- Fallen Trees – Seven Mile Road
- Limestone Patch – Brookville Road, Chubb Road, Dixboro Road, Five Mile Road, Frederick Street, Joy Road, Salem Road, Seven Mile Road, Tower Road, Weed Road: 225 tons
- Limestone Patch Shoulders – Pontiac Trail, Seven Mile Road, Six Mile Road, Tower Road: 6 tons

## SALINE TOWNSHIP

- Berming – Macon Road
- Cut Trees – Mooreville Road
- Culvert Replacement – Parker Road, Willow Road
- Drainage and Backslopes – Arkona Road, Hack Road, Parker Road
- Grind Stumps – Mohart Road
- Limestone Patch – Arkona Road, Braun Road, Feldkamp Road, Johnson Road, Maple Road, Mohart Road, Mooreville Road, Roehm Road, Willow Road: 186 tons
- Swept Aprons – Case Road, Dell Road, Feldkamp Road, Goodrich Road, Grass Road, Jordan Road, Macon Road, Marion Road, Oak Park Drive, Roehm Road, Schill Road

## SCIO TOWNSHIP

- Boom Mow – Bandera Drive, Dexter-Ann Arbor Road, Eagle Avenue, Gallery Lane, Huron River Drive, Liberty Road, Strieter Road, Zeeb Road
- Cut Trees – Miller Road
- Limestone Patch – Burton Road, Cottontail Lane, Craig Road, Deerfield Place, W Delhi Road, Elizabeth Road, Hickory Road, Knight Road, Lamplighter Drive, Laurel Hill Road, Laurentide Drive, Liberty Road, Luella Street, Myrtle Avenue, Park Road, Parkridge Drive, Pheasant Drive, Pratt Road, Robinwood Drive, Roseland Drive, Staebler Road, Woodlea Drive: 90 tons

- Road Closure – Liberty Road
- Swept Approaches – Baker Road, Dexter-Ann Arbor Road, E Delhi Road, Huron River Drive, Knight Road, Liberty Road, Marshall Road, Miller Road, N Delhi Road, Park Road, Parker Road, Peters Road, Pratt Road, Scio Road, Shield Road, Strieter Road, Wagner Road, W Delhi Road, Zeeb Road

#### SHARON TOWNSHIP

- Gravel Patch – Parr Road: 7 tons
- Limestone Patch – Peckins Road, Sharon Hollow Road, Sharon Valley Road, Washburne Road: 64 tons
- Roadside Debris – Peckins Road
- Street Sweeping – Bethel Church Road, Grass Lake Road, Meyers Road, Pleasant Lake Road, Sharon Hollow Road, Sharon Valley Road, Smythe Road

#### SUPERIOR TOWNSHIP

- Cut Trees – Cherry Hill Road
- Grind Stumps – Barrington Drive, Dawn Street
- Limestone Patch – Berry Road, Cherry Hill Road, First Road, Gale Road, Gotfredson Road, Hickman Road, Summit Street, Vorhies Road, Warren Road: 288 tons

#### SYLVAN TOWNSHIP

- Fallen Trees – Conway Road, Glazier Road, Hoppe Road, Sager Road
- Gravel Patch – Highland Drive, Spring Lake Drive: 18 tons
- Limestone Patch – Conway Road, Highland Drive, Liebeck Road, Sibley Road, Spring Lake Drive: 22 tons
- Roadside Debris – Old US-12

#### WEBSTER TOWNSHIP

- Limestone Patch – Chamberlin Road, Farrell Road, Hamburg Road, Jennings Road, McClatchey Road, Merkel Road, Northfield Church Road, Pellet Drive, Scully Road, Walsh Road, Zeeb Road: 67 tons
- Limestone Patch Shoulders – Gregory Road: 5 tons
- Repair Washout – Walsh Road
- Swept Approaches – Chamberlin Road, Farrell Road, Gregory Road, Huron River Drive, Mast Road, North Territorial Road, Walsh Road, Webster Church Road, Zeeb Road

#### YORK TOWNSHIP

- Berming – Mooreville Road
- Culvert Replacement – Mooreville Road
- Drainage and Backslopes – Crane Road, Maple Road, Saline Milan Road, Stony Creek Road, Willis Road
- Limestone Patch – Day Road, Judd Road, Warner Road: 55 tons
- Swept Aprons – Carpenter Road, Platt Road

## **YPSILANTI TOWNSHIP**

- Boom Mow – Beverly Street, Cadillac Street, Coolidge Road, Ecorse Service Drive, Firwood Street, Hazel Court, Highland court, McGregor Road, Service Drive, State Road, Watson Street, Wiard Road, William Avenue
- Cut Bleeders – Bemis Road, Merritt Road
- Cut Trees – Bemis Road, Endicott Lane, Falmouth Drive, Greenfield Street, Landsdowne Lane, Mapelawn Drive, Martell Drive, Rawsonville Road, Tremont Boulevard, Wellington Court, Wellington Lane
- Fallen Trees – Bemis Road, Merritt Road, Munger Road, Stony Creek Road
- Limestone Patch – Bemis Road, Ellis Road, Morgan Road, Tuttle Hill Road: 108 tons
- Limestone Patch Shoulders – Airport Drive, Bunton Road, Clark Road, Ford Boulevard, Greenside Street, Hillcrest Boulevard, Martz Road, McGregor Road, McKean Road, Merritt Road, Northlawn Street, Prospect Street, Rawsonville Road, Ridge Road, Stony Creek Road, Tuttle Hill Road, Tyler Road, Verna Street, Wiard Road, Wooddale Avenue: 118 tons
- Roadside Debris – Ford Boulevard, Grove Road
- Removed Stumps – Coleman Street, Faircrest Drive, Greenfield Street, Lakecrest Drive, Lester Avenue, Rosewood Avenue, Shawn Drive, Sunset Trail, Wellington Lane
- Saw Cut Drains – Baytree Drive, Bermuda Dunes Drive, Myrtlewood Drive

## **STATE TRUNKLINE REPORT**

- Catch Basin Repair – M-17
- Guardrail Repair – I-94, US-23
- Roadside Debris – Various routes
- Surface Maintenance – I-94, M-17, US-12

## **AFTER HOURS CALL-INS**

- Debris in Roadway – 22
- Fallen Trees – 10
- Road Closure/Barricades and Arrow Boards – 4

## **SHOP REPORT**

### **Shop Repairs**

- Work Orders Completed – 43
- New Tire Installation – 13 tires
- Tires Repaired – 1 tire
- Vehicles Serviced – 14

### Equipment Repair

- Grader 452 – Removed the front plow hitch and painted in anticipation of installing on new grader
- Salter 789 – Recalibrated spreader
- Truck 103 – Replaced the battery
- Truck 304 – Replaced a section of flight chain
- Truck 386 – Replaced the fuel tank straps
- Truck 387 – Replaced a scraper lift cylinder
- Truck 388 – Replaced the power steering pump
- Truck 390 – Replaced the steering u-joints

## **BUILDING & GROUNDS REPORT**

### Yard One

- Adjusted administration office clocks
- Patched potholes in parking lot
- Disposed of old metal cabinet
- Replaced garage air regulator
- Poured water down all drains
- Spring cleanup and yard repair
- Repaired parking lot lighting
- Repaired bathroom spigot
- Monthly building checks
- Garage maintenance
- Repaired floor urinal
- Snow removal

### Yard Two

- Assisted in installing breakroom furniture
- Repaired hose reels in wash bay
- Painted fuel island and bollards
- Spring cleanup and yard repair
- Repaired garage bay doors
- Painted brine system

### Yard Three

- Installed vac fill in pole barn

### Yard Four

- Ground down grates and drain rails
- Painted fill bar and brine system
- Cleaned out floor drains

### Yard Six

- Removed salter out of 1-Ton from winter maintenance
- Painted brine system

### Kaiser Well

- Painted brine system



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

**Board of Trustees Meeting**  
**ZOOM**

**February 24, 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**

Chair Iannelli called the meeting to order at 7:00 pm.

**2. Roll Call and Introductions**

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

Also Present: Kristina Martin, Lyndon Township Alternate

**3. Approval of the Agenda**

Motion by Mester, supported by Havens, to approve the agenda as presented.  
Motion carried 5-0.

**4. Public Comment – None.**

**5. Approval of Minutes**

Minutes were not distributed prior to meeting. They will be on the agenda for the March meeting.

**6. Treasurer's Report – Nanette Havens, Treasurer**

a. Bond	Interest \$2.99	Balance \$463,085.23
b. Operating	Interest \$100.63	Balance \$234,165.32
c. General		Balance \$362,737.97

Discussion:

Motion by Mester to authorize payment of bills for December 10, 2020 to January 14, 2021 in the amount of \$19,029.39 and January 14, 2021 to February 24, 2021 in the amount of \$38,361.61. Motion second by Havens. Motion carried 5-0.

**7. Facility Manager's Report – Marc Williams**

**A. Volume and Revenue Report**

- i. December 202 volume 550 tons, down 600 tons from 2019 due to eight less staff, with revenue \$67,004.45.
- ii. 2020 summary: revenue up \$72,491.29 from 2019, bills down \$87,172.98 from 2019.
- iii. January 2021 volume 479,50 Tons with revenue \$76,321.60 (cardboard up \$10 ton, HDPE NAT up \$30-ton, colored plastic up \$60-ton, PET down \$20-ton, aluminum up \$110 tone, tin up \$80-ton).
- iv. YTD revenue up \$47,063.42 from 2020, bills down \$10,249.49 from 2020.
- v. Webster Township is a commercial account and I will be raising their fees.
- vi. Tip fees will increase 3-5 percent yearly starting January 2022.
- vii. Materials contamination is a concern and if an audit needs to be done, the vendor will pay the employee wages for the audit.

**B. Operating Status of Facility and Single Stream System**

- i. Replaced 65 disks in news screen, rebuilt three of the steel shafts that spin the disks, replaced hardware components on each end of sub shaft. Seven of the twenty-four shafts were completely redone or replaced.
- ii. Drained oil burner and installed drain system and rebuilt plumbing and chimney.
- iii. Replaced cylinder in new compactor. Replaced cylinder in old compactor.
- iv. Replaced bottom track of wire tie system.
- iv. 2011 International PTO – ran new wires and hooked the PTO to a switch instead of breaking apart the main wire harness.
- v. Bobcat bucket – replaced hard hydraulic lines.
- vi. Replaced spine on C-14 glass line, our widest and heaviest conveyor.
- vii. 2007 Semi door replaced due to accident – cost \$1,536.99.

**C. Staff and Labor Update**

- i. Six temps have come and gone since the last Board meeting.
- ii. Drew Buckland has shown initiative in learning the baler sorting system along with running the MRF floor. Will give a promotion and raise at his yearly performance review.
- iii. Yearly performance reviews will be completed in May for the staff.

**8. Old Business****A. Evaluation of Facility Manager Marc Williams – Tony Iannelli**

Marc received high marks on his evaluation with increased workplace efficiencies and solving new challenges.

Motion by Iannelli to increase the Facility Managers pay to \$32.00 per hour, effective with the next pay period. Motion second by Mester. Motion carried 5-0.

**B. Election of Officers**

Motion by Iannelli to nominate Iannelli as Chair, Stamboulellis as Vice-Chair, Mester as Secretary and Havens as Treasurer. Motion second by Haven. Motion carried 5-0.

Chairperson Tony Iannelli will co-sign checks with Treasurer Nanette Havens.



**C. 2021 Budget – Marc Williams**

Budget presented/discussed previously and final version emailed to the Board.

Motion by Jarvis to approve the budget as presented. Motion second by Stamboulellis. Motion carried 5-0.

**9. New Business****A. Payments to Machine X**

Marc Williams confirmed payment with account Audrey. She said the invoices were labeled incorrectly and needed to be resubmitted. Marc made one payment, adjusted the payment timeline, and checked with EGLE on the reimbursement process.

**B. Bin site pickups – Marc Williams**

Marc has been tracking recycling percentage of increase/decrease per site as well as hours required to service each bin, and trucking cost per hour. Tax assessments for the 5 municipalities are adjusted every five years with the current millage of \$26.00 per household.

**C. Sylvan Township – Marc Williams**

Sylvan Township was one of the original founding members of the WWRA, but with the bond issue for single stream, given Sylvan Township's financial difficulties, it dropped out of the WWRA. In 2012 Sylvan discontinued their trial recycling program. In 2017 Marc and Jason Maciejewski gave a recycling presentation to the Sylvan Township Board. Sylvan recently contacted Marc to discuss rates without commitment to using WWRA. Bridgewater Township also did not buy into the single stream bond issue but remains an Associate Member.

**D. Contracted Recyclers – Marc Williams**

The City of Dexter inquired about processing the city's recyclables. River Ridge Condominium's (60 units) in Manchester inquired about curb-side recycling pickup. Iannelli suggested Marc contact Washtenaw County regarding contracts. Marc noted that with the new collection truck, the City of Chelsea curb-side pickup could be handled in one day.

**10. Public Comment – None.****11. Future Agenda Items – None****12. Adjournment**

Motion by Jarvis, supported by Mester, to adjourn. Motion carried 5-0.

Adjournment at 8:00 pm

*Next regularly scheduled meeting of the WWRA Board of Trustees will be Wednesday, March 24, 2021 at 7:00 P.M. via Zoom.*

Bob Mester  
WWRA Secretary

Janis Miller  
Recording Secretary

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