

DEXTER TOWNSHIP

6880 DEXTER-PINCKNEY ROAD
DEXTER, MI 48130

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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 16 March 2021 - 7:00 PM

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Roll Call/Supervisor's Remarks / Conflict of Interest Check**
4. **1st Call for Public Comment** *(Comment on items that are not on the agenda. The Board will entertain public comments on agenda items as they come up for discussion.)*
5. **Approval of the Agenda**
6. **Approval of the Minutes** - February 16, 2021 Regular meeting **(Page 1)**
7. **Consent Agenda** – None
8. **Reports (Oral presentation)** - None
9. **Unfinished business** - None
10. **New Business**
 - A. **Appointments** **(Page 5)**
 - i. *Dexter Area Fire Department Administrative Board (DAFD – 1 appointment)*
 - ii. *Western Washtenaw Area Value Express (WAVE – 1 appointment)*
 - B. **FY 2021/2022 Meeting Schedule** **(Page 11)**
 - C. **Close office on Fridays to the public** **(Page 17)**
 - D. **Create A Land Preservation Committee** **(Page 19)**
 - E. **Set the FY 2021/2022 Budget Public Hearing** **(Page 27)**
 - F. **Set a Special Board Meeting** **(Page 29)**
 - G. **2020/2021 Multi-Lakes Enterprise Fund Budget Amendment** **(Page 31)**
 - H. **Proposal to appoint a Deputy Supervisor** **(Page 37)**
 - I. **Approval of the website bid** **(Page 41)**
 - J. **Washtenaw County Road Commission** **(Page 43)**
 - K. **Open Meetings Act** **(Page 47)**
 - L. **Portage-Base Lakes tap request** **(Page 55)**
 - M. **FY 2021/2022 Wages and Salaries** **(Page 59)**

11. Authorization of Payments / Transfer of Funds

- A.** General, Fire, Police, Fire Sub-Station, Multi-Lakes Enterprise & Agency Fund Payments
– Clerk Michelle Stamboulellis (*Page 61*) *Second run to be distributed at Board meeting.*
- B.** Transfer of Funds

12. 2nd 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, April 20, 2021 at 7:00 PM

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

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

- 1) **Supervisor's Report** (*Page 63*)
- 2) **Clerk's Report** (*Page 65*)
- 3) **Treasurer's Report** (*Page 67*)
- 4) Trustees' Report (No report)
- 5) Assessor's Report (No report)
- 6) **Director of Planning & Zoning Report / Zoning Board of Appeals Report** (*Page 69*)
- 7) **Planning Commission Report** (*Page 73*)
- 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)** (*Page 75*)
- 2) Chelsea Area Fire Authority Report (No report)
- 3) Chelsea Area Planning/Dexter Area Regional Team Report (No report)
- 4) **Chelsea District Library (Minutes)** (*Page 77*)
- 5) **Dexter Area Fire Department (Agenda & Draft Minutes)** (*Page 81*)
- 6) **Dexter District Library (Minutes)** (*Page 87*)
- 7) Huron River Watershed Council Report (Separate document)

- 8) Multi-Lakes Sewer Authority Report (No report)
- 9) **Portage-Base Sewer Authority (Agenda)** (Page 91)
- 10) Washtenaw Area Transportation Study (WATS) Report (No meeting, no report)
- 11) Washtenaw Area Value Express (WAVE) Report (No report)
- 12) **Washtenaw Broadband Initiative (Agenda)** (Page 93)
- 13) **Washtenaw County Road Commission (Agenda & Report)** (Page 95)
- 14) Washtenaw County Sheriff Traffic Counts (No report)
- 15) Western Washtenaw Recycling Authority Report (No report)

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.

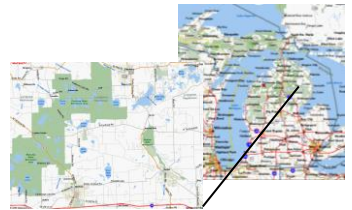
Individuals with disabilities requiring auxiliary aids or services should contact the Dexter Township Board by writing or calling the Office Manager at the address and phone number printed at the top of this agenda.

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Diane Ratkovich
Supervisor
Michelle Stamboulellis
Clerk
Maris Metz
Treasurer
James Drolett,
Karen Nolte,
Laura Sanders,
Karen Sikkenga,
Trustees

DEXTER TOWNSHIP

6880 DEXTER-PINCKNEY RD.
DEXTER, MI 48130
(734) 426-3767



www.dextertownship.org

REGULAR MEETING OF THE DEXTER TOWNSHIP BOARD TUESDAY, FEBRUARY 16, 2021 7:00 PM

Location: In accordance with the provision of the amended Open Meetings Act, the meeting was a "virtual" meeting held over Zoom videoconferencing and was properly noticed and open to the public via computer or phone.

SUPERVISOR'S REMARK/CONFLICT OF INTEREST: No conflicts of interest.

1st CALL TO THE PUBLIC:

Harley Rider

He thanked the Board for addressing the web site upgrade and asked if he could comment on item 10. G, the pilot project to purchase property development rights. He also noted there could be a conflict of interest when there is a recommendation to hire Barry Lonick, who supported the election of one of the Board members and through political action supported the election of three of the Trustees.

APPROVAL of the AGENDA:

Motion by Sanders to approve the agenda. Motion second by Nolte. Minutes deemed approved by Supervisor Ratkovich.

APPROVAL of the MINUTES:

Motion by Metz to approve the minutes of January 16, 2021 Regular Meeting as presented.

Motion second by Sanders.

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

CONSENT AGENDA: None.

REPORTS (oral presentations):

- A. Chief Smith from Dexter Area Fire Board: Introduced himself and gave brief synopsis of DAFD Operations and the Dexter Area Fire Board.
- B. Broadband Research Committee – Trustee Nolte: Currently in the process of pinpointing all the non-broadband homes into a map, and overlaying Charter's cabling system. Noted that Comcast is allowed to do some cabling in the Township. Waiting for February report on future grants.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

- A. New Web Site contract: Supervisor Ratkovich stated there were three proposals received. Representatives: Dilan Johnson from Revive, and Andrew Middleton & Kyle Shoemaker from Shoemaker Website Consultants answered Board questions. Both companies will work on and submit proposals.

Draft Minutes of the Dexter Township Board

February 16, 2021

B. 2020/2021 Fire Fund Budget Amendment Resolution:

Motion by Drolett to approve Resolution 21-589, a resolution to amend the Fire Fund Budget line item 206.000.818.001 from \$834,567 to \$839,067. Motion second by Metz.

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

C. 2020/2021 Road Commission Budget Amendment Resolution:

Motion by Sikkenga to approve Resolution 21-590, a resolution to amend the Road Commission Budget line item 701.446.801.002 from \$37,840 to \$59,569.95. Motion second by Metz.

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

D. Poverty Exemption Income Guidelines and Asset Test Resolution:

Motion by Drolett to approve Resolution 21-591, a resolution to adopt poverty exemption income guidelines and asset test for the year 2021 tax year. Motion second by Metz.

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

E. Board of Review Protest by Mail Resolution:

Motion by Drolett to approve Resolution 21-592, a resolution to allow taxpayers to protest tax assessments by mail. Motion second by Metz.

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

F. Initiate an Open Space and Farmland Preservation [should be Committee] ~~Board~~:

Discussion to initiate an Open Space and Farm Land Preservation Committee. A working group, without decision-making capabilities, with a focus on Property Development Rights.

Exploratory Committee will be Laura Sanders, Michelle Stamboulellis, and Maris Metz.

G. Pilot Project to Purchase Property Development Rights:

Sikkenga presentation on land preservation and grants available for funding purchase development rights. Discussion by the Township Board on direction they would like to proceed.

Motion by Sanders to hire a grant writer to submit a grant to allow the Township to preserve land that is contiguous to a natural area [West Lake Preserve on Island Lake Road]. No second to motion.

Motion by Nolte to approve spending \$1,200, to write a federal grant, to explore the option of obtaining funding for the possibility [of purchasing 13511 Island Lake Road]. Discussion with Barry Lonik. No second to motion.

Draft Minutes of the Dexter Township Board

February 16, 2021

Motion by Sanders to approve \$1,200, to hire Barry Lonik, to follow through on an application for Federal funds for this particular project, as the first step in order to not miss the [03/12/2021] deadline. Motion second by Stamboulellis.

Roll Call Vote: Yea – Stamboulellis, Sanders, Nolte, Sikkenga, Metz, Ratkovich;
Nays – Drolett; Absent – none. Motion carried 6-0.

Drolett noted he wanted the minutes to reflect that the Board voted on a project that they don't know what to call.

H. 2021/2022 Budget Professional Master Planner:

Discussion to approve an amount not to exceed \$75,000 in FY 2021/2022 Budget to fund the hiring of a Professional Master Planner.

DPZ Rohr noted that Master Plans come in all shapes and sizes with Strategic planning synonymous with Master Plan as they are the same thing.

I. Board of Trustee work meetings:

Proposed work sessions every other Monday, 6:00 – 7:30 pm for a limited amount of time.

Discussion of what to address in these Monday meetings.

Motion by Sikkenga to hold a Budget Work Session on Wednesday, March 3rd, at 6pm.
Motion second by Nolte.

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

AUTHORIZATION of PAYMENTS/TRANSFER of FUNDS – Clerk Stamboulellis

Motion by Metz to authorize January payments of \$54,443.40 General Fund, which includes Gross Payroll of \$27,785.65; Fire Fund \$74,022.43; Police Fund \$43,384.83; and Agency Fund \$3,006.75. Motion second by Stamboulellis. Motion carried 7-0.

2nd CALL TO THE PUBLIC:

Harley Rider

Noted that tonight was the second time he, as a citizen, was rudely interrupted when he had permission to speak.

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

No comments.

FUTURE AGENDA ITEMS

- A. Closing Township Office [to the public] on Friday's
- B. FY 2021/2011 Budgets
- C. FY 2021/2022 Meeting Dates
- D. Single Hauler Trash Ordinance

Motion by Drolett to adjourn the meeting. Motion second by Metz. Motion carried 7-0.

The meeting was **adjourned** at 9:43 PM.

Draft Minutes of the Dexter Township Board
February 16, 2021

Respectfully Submitted,

Michelle Stamboulellis, Clerk
Dexter Township

I, THE UNDERSIGNED, MICHELLE STAMBOULELLIS, THE DULY QUALIFIED CLERK FOR THE TOWNSHIP OF DEXTER, WASHTENAW COUNTY, MICHIGAN, DO HEREBY CERTIFY THAT THE FORGOING IS A TRUE AND COMPLETE COPY OF CERTAIN PROCEEDINGS TAKEN BY THE DEXTER TOWNSHIP BOARD OF TRUSTEES AT A REGULAR BOARD MEETING HELD ON THE 17TH DAY OF DECEMBER 19, 2021 AND THAT THE FORGOING MINUTES ARE THE DRAFT MINUTES FOR THE MEETING HELD ON THE 15TH DAY OF FEBRUARY 16, 2021.

MICHELLE STAMBOULELLIS, CLERK, DEXTER TOWNSHIP



DEXTER TOWNSHIP

AGENDA ITEM SUMMARY

MEETING OF: Dexter Township Board of Trustees 16 March 2021

Agenda Item Title:

Board Nominations and Appointments

Submitted by:

Diane Ratkovich, Supervisor

Explanation of Agenda Item:

New nominees for Open Positions on:

One appointment to the Dexter Area Fire Board. Effective March 16, 2021 through March 16, 2027.

One appointment to Western Washtenaw Area Value Express. Effective March 16, 2021, open ended.

Fiscal or Resource Considerations: YES ☒ NO ☐

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

If YES, are funds budgeted? YES ☒ NO ☐

Are staff or other resources required? YES ☒ NO ☐

Is a budget amendment required? YES ☐ NO ☒

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

Motion to reappoint Diane Ratkovich to the Dexter Area Fire Board for a six-year term expiring March 16, 2027.

Motion to appoint Maris Metz to the Western Washtenaw Area Value Express for an open-ended term.

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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)*

Karen	Sikkenga	12/15/2020	12/31/2023	TB Rep-1	
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)*

Karen	Nolte	12/15/2020	12/31/2023	1	
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	
Vacant			12/31/2021	alternate	
Vacant			12/31/2021	alternate	

Dexter Township Appointments

First Name	Last Name	Date Appointed	Date Expiration	Comments	Notes
Western Washtenaw Recycle Authority - Two-Year Term (Twp Board Appointment)					
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	1/19/2021	12/31/2026	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	Drolett	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	

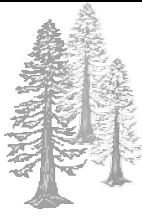
Personnel Policy Committee - No specific term (Twp Board Appointment)

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

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DEXTER TOWNSHIP

AGENDA ITEM SUMMARY

MEETING OF: Township Board of Trustees 16 March 2021

Agenda Item Title:

FY 2021/2022 Meeting Schedule

Submitted by:

Diane Ratkovich

Explanation of Agenda Item:

Adopt the proposed FY 2021/2022 Meeting Schedule.

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:

Resolution 21-XXX

FY 2021/2022 Meeting Schedule

Staff Comments:

None

Motion/Action/Recommendation:

Motion to approve Resolution 21-XXX, a resolution to set the meeting dates for the Dexter Township Board, the Dexter Township Planning Commission, the Dexter Township Zoning Board of Appeals and the Dexter Township Board of Review for FY 2021/2022.

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Dexter Township Resolution # 21-xxx

A resolution to set the meeting dates for the Dexter Township Board, the Dexter Township Planning Commission and the Dexter Township Zoning Board of Appeals for FY 2021/2022:

Be it resolved, the Dexter Township Board, by a vote of the majority at a regularly scheduled and duly noticed meeting held this 16th day of March 2021, establishes meeting dates for the Dexter Township Board of Trustees, Dexter Township Planning Commission, Dexter Township Zoning Board of Appeals, Dexter Township Planning Commission Work Sessions, and Dexter Township Board of Review for FY 2021/2022 as follows:

Regular monthly meetings of the Zoning Board of Appeals will be held on the first Tuesday of each month at 6:00 PM, except August and November, when the meetings will be held on the first Thursday to accommodate elections,

Regular monthly work-session meetings of the Planning Commission will be held on the second Tuesday of each month at 7:00 PM,

Regular monthly meetings of the Planning Commission will be held on the fourth Tuesday of each month at 7:00 PM.

Regular monthly meetings of the Township Board of Trustees will be held on the third Tuesday of each month at 7:00 PM.

The Township Board of Trustees will hold a public hearing on the proposed 2022/2023 fiscal year budget on Tuesday, March 15, 2022 at 7:00 PM.

Meetings of the Board of Review will be held as provided for by statute.

Be it further resolved that individual Township meeting dates for the Dexter Township Board of Trustees, Dexter Township Planning Commission, Dexter Township Zoning Board of Appeals and Dexter Township Board of Review, as summarized on the attached “2021-2022 Dexter Township Meeting Schedule” shall be posted at the Township hall and on the Township website.

Be it further resolved that all above described meetings shall be conducted under the provisions of the Michigan Open Meetings Act (OMA) and as such are all open to the public.

Resolution offered by Board Member ?

Resolution seconded by Board Member ?

Roll call vote:

Yeas: ?

Nays: ?

Abstain: None

Absent: ?

Tally Y = ?; N = ?; Abstain = 0; Absent = ?

The Supervisor declared the resolution adopted

CERTIFICATE

The undersigned, being the duly elected and acting Clerk of the Township of Dexter hereby certifies that the foregoing resolution was duly adopted at a regular meeting of the Dexter Township Board at which a quorum was present on the 16th day of March, 2021, and that the members voted thereon as hereinbefore set forth.

Michelle Stamboulellis, Clerk

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2021-2022 Dexter Township Meeting Schedule

All Meetings Held
at the
Dexter Township Hall
6880 Dexter-Pinckney Rd
Dexter, MI

**Zoning Board of
Appeals (ZBA)
Regular Meetings**
(Except July and November)

1st Tuesday
6:00 P.M.

**Planning
Commission (PC)
Work Session**
2nd Tuesdays
(Possibly Except August)

Regular Meetings
4th Tuesdays
7:00 P.M.

**Township
Board of Trustees
Regular Meetings**

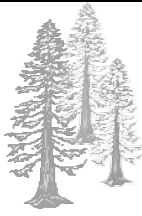
3rd Tuesday
7:00 P.M.

ZBA and PC
Meeting Agendas
Published in the
Sun Times
News

BOT Agendas &
Board Packets
Posted on the
Township Website

Tuesday	April 6, 2021	6:00 P.M.	Zoning Board of Appeals (ZBA)
Tuesday	April 13, 2021	7:00 P.M.	Planning Commission (PC) Work Session
Tuesday	April 20, 2021	7:00 P.M.	Board of Trustees (BOT)
Tuesday	April 27, 2021	7:00 P.M.	Planning Commission (PC)
Tuesday	May 4, 2021	6:00 P.M.	Zoning Board of Appeals (ZBA)
Tuesday	May 11, 2021	7:00 P.M.	Planning Commission (PC) Work Session
Tuesday	May 18, 2021	7:00 P.M.	Board of Trustees (BOT)
Tuesday	May 25, 2021	7:00 P.M.	Planning Commission (PC)
Tuesday	June 1, 2021	6:00 P.M.	Zoning Board of Appeals (ZBA)
Tuesday	June 8, 2021	7:00 P.M.	Planning Commission (PC) Work Session
Tuesday	June 15, 2021	7:00 P.M.	Board of Trustees (BOT)
Tuesday	June 22, 2021	7:00 P.M.	Planning Commission (PC)
Tuesday	July 6, 2021	6:00 P.M.	Zoning Board of Appeals (ZBA)
Tuesday	July 13, 2021	7:00 P.M.	Planning Commission (PC) Work Session
Tuesday	July 20, 2021	7:00 P.M.	Board of Trustees (BOT)
Wednesday	July 21, 2021	9:30 A.M.	Board of Review
Tuesday	July 27, 2021	7:00 P.M.	Planning Commission (PC)
Tuesday	August 3, 2021	7AM to 8PM	Special Election
Thursday	August 5, 2021	6:00 P.M.	Zoning Board of Appeals (ZBA)
Tuesday	August 10, 2021	7:00 P.M.	Planning Commission (PC) Work Session
Tuesday	August 17, 2021	7:00 P.M.	Board of Trustees (BOT)
Tuesday	August 24, 2021	7:00 P.M.	Planning Commission (PC)
Tuesday	September 7, 2021	6:00 P.M.	Zoning Board of Appeals (ZBA)
Tuesday	September 14, 2021	7:00 P.M.	Planning Commission (PC) Work Session
Tuesday	September 21, 2021	7:00 P.M.	Board of Trustees (BOT)
Tuesday	September 28, 2021	7:00 P.M.	Planning Commission (PC)
Tuesday	October 5, 2021	6:00 P.M.	Zoning Board of Appeals (ZBA)
Tuesday	October 12, 2021	7:00 P.M.	Planning Commission (PC) Work Session
Tuesday	October 19, 2021	7:00 P.M.	Board of Trustees (BOT)
Tuesday	October 26, 2021	7:00 P.M.	Planning Commission (PC)
Tuesday	November 2, 2021	7AM to 8PM	Special Election
Thursday	November 4, 2021	6:00 P.M.	Zoning Board of Appeals (ZBA)
Tuesday	November 9, 2021	7:00 P.M.	Planning Commission (PC) Work Session
Tuesday	November 16, 2021	7:00 P.M.	Board of Trustees (BOT)
Tuesday	November 23, 2021	7:00 P.M.	Planning Commission (PC)
Tuesday	December 7, 2021	6:00 P.M.	Zoning Board of Appeals (ZBA)
Tuesday	December 14, 2021	7:00 P.M.	Planning Commission (PC) Work Session
Wednesday	December 15, 2021	9:30 A.M.	December Board of Review
Tuesday	December 21, 2021	7:00 P.M.	Board of Trustees (BOT)
Tuesday	December 28, 2021	7:00 P.M.	Planning Commission (PC)
Tuesday	January 4, 2022	6:00 P.M.	Zoning Board of Appeals (ZBA)
Tuesday	January 11, 2022	7:00 P.M.	Planning Commission (PC) Work Session
Tuesday	January 18, 2022	7:00 P.M.	Board of Trustees (BOT)
Tuesday	January 25, 2022	7:00 P.M.	Planning Commission (PC)
Tuesday	February 1, 2022	6:00 P.M.	Zoning Board of Appeals (ZBA)
Tuesday	February 8, 2022	7:00 P.M.	Planning Commission (PC) Work Session
Tuesday	February 15, 2022	7:00 P.M.	Board of Trustees (BOT)
Tuesday	February 22, 2022	7:00 P.M.	Planning Commission (PC)
Tuesday	March 1, 2022	6:00 P.M.	Zoning Board of Appeals (ZBA)
Tuesday	March 8, 2022	TBD	Board of Review (Organization Mtg)
Tuesday	March 8, 2022	7:00 P.M.	Planning Commission (PC) Work Session
Various	March 14-16	Various	Board of Review Appeal Hearings
Tuesday	March 15, 2022	7:00 P.M.	Board of Trustees Budget Hearing
Tuesday	March 22, 2022	7:00 P.M.	Planning Commission (PC)
Adopted:			

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DEXTER TOWNSHIP

AGENDA ITEM SUMMARY

MEETING OF: Township Board of Trustees 16 March 2021

Agenda Item Title:

New Dexter Township Public Office Hours Monday through Thursday 8:30am to 4:30pm

Submitted by:

Executive Committee

Explanation of Agenda Item:

Beginning April 1, 2021, the Dexter Township office will not be open to the public on Fridays in order to allow the staff to concentrate on projects that need undivided attention resulting in more efficient use of work time with less errors.

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:

None

Staff Comments:

None

Motion/Action/Recommendation:

Motion to approve Dexter Township public office hours as Monday through Thursday, 8:30am to 4:30pm, effective April 1, 2021.

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DEXTER TOWNSHIP

AGENDA ITEM SUMMARY

MEETING OF: Township Board of Trustees 16 March 2021

Agenda Item Title:

Dexter Township Land Preservation and Open Space Committee

Submitted by:

Laura Sanders

Explanation of Agenda Item:

Members of the Dexter Township Board of Trustees, initiated by Laura Sanders and Michelle Stamboulellis, propose to form a DT committee towards Land Preservation in our Township. Exploring national, statewide, county, non- traditional and statewide funding to aid Dexter Township in maintaining its rural character and preserving the natural elements are a priority as well as identifying possible land and providing an educational platform for the community.

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:

Proposal

Staff Comments:

This committee will require funding in the FY 2021/2022.

Suggested budget:

Chair \$100.00 x 12 = \$1,200.00 annual

Members \$75.00 x 6 x 12 = \$5,400.00 annual

Supplies \$200.00

Postage \$1,000.00

Printing \$1,000.00

Applications Education \$3,000.00

Total \$11,800.00

Motion/Action/Recommendation:

Motion to approve Dexter Township to create an Open Space and Land Preservation Committee with funding in the 2021/2022 budget.

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Dexter Township Open Space and Land Preservation Committee Committee Charter

Section I General

1.1 Committee Name

Open Space and Land Preservation Committee

1.2 Authorization

Dexter Township Board of Trustees

1.3 Background

Dexter Township is committed to sustainable growth, striking a balance between welcoming new residents while preserving open space and farmland. The Dexter Township Master Plan from 2011 recognizes that “Rural Character is the perception of limited urban development and the existence of expansive open spaces, of farmland and/or natural landscapes including the woodlands, wetlands, and fields.” Dexter Township is committed to protecting its ecological systems which are a web of natural features and resources and is committed to keeping its services including roads, infrastructure, school accessibility and public safety commensurate to the population.

Also, as stated in the Master Plan, “Dexter Township has, historically, been a strong farming community. Today, considerable acreage in the central portions of the Township continues to be under agricultural use, relatively free from the intrusion of non-agricultural uses. There exists a demonstrated and increasingly critical need in Dexter Township, Washtenaw County, and the state for land devoted to agricultural use. Farm operations produce the food and fiber that our local communities and society rely on as well as the societies of other countries. Furthermore, local farming preserves the heritage of Dexter Township and contributes to the desired community character and quality of life.”

Further in the plan: “Dexter Township’s agricultural resources contribute to the critical mass necessary in the county to sustain the economic viability of farming in the county. Still, agricultural resources are being consumed at an alarming rate by residential development. Between 1990 and 2000, Washtenaw County alone lost 30,126 acres – about 13.6% - farmland. During that same time, Dexter Township lost 915 acres – about 14.0%. In addition, competing land uses, particularly residential uses, are escalating land prices beyond the range of economic viability for farming.”

Updating the Master Plan for the township is on the table for the year 2021 and beyond, and new surveying of residents will reveal the preferred direction of township development. However, in the Dexter Township Community Survey related to the current Master Plan, 56.8% of respondents rated “Preservation of agricultural land” as a High Priority, 86.1% either Strongly Agreed or Agreed that Dexter Township should “protect agricultural activities.”

1.4 Purpose:

With our competing needs to welcome and manage residential growth and development while at the same-time preserving open-spaces, farmland, and agricultural activities, it is critical that we as a township learn about and explore various avenues for preserving open land and natural spaces, including options for farmers in conservation, use and sale of their land beyond residential development. This is the aim of the Open Space and Land Preservation Committee – to explore available resources, strategies, and initiatives available to the township to preserve

farmland and open space, to engage and educate the community through the process of this exploration, and to reach out to farmers to provide information and options for land use and sale including purchase of development rights opportunities in accordance with the priorities set forth in Township Ordinance No. 37: Purchase of Development Rights (Ordinance 37). This is a temporary, exploratory committee that after a term of one year, will give-way to the creation of an Open Space and Land Preservation Board as defined by Ordinance no. 37.

1.5 Objectives

- Act as a conduit between Dexter Township residents, experts on land conservation, and the Township Board by soliciting and conveying information regarding community needs and expectations, long range visions and goals, and specific projects related to land preservation.
- Be an active participant in the continuous process of advising the Township Board regarding the design and implementation of plans, policy and programs regarding land preservation and conservation of natural resources.
- Engage the community in exploration and education of available land preservation options, alternatives, and resources, including utilization of national, state, county, township, and private funding for purchasing development rights.
- Focus outreach to long-standing farm families in the township to engage their participation with the committee, solicit their interests in preserving farmland, and convey information of their options and alternatives regarding use and sale of large swaths of farmland.
- Support special projects and collaborations between landowners, available preservation programs, and the Township Board in accordance with the priorities outlined in Ordinance 37.
- Make periodic presentations to the Township Board which will include but may not be limited to descriptions of community needs and expectations around land preservation, activities of the committee to engage the public in this conversation, information on land preservation opportunities and projects, and make recommendations for further progress.

1.6 Amendment of Committee Charter

This charter may be amended, added to, or repealed by the affirmative vote of a majority of the members of the Committee at any regular or special meeting, provided written notice of the amendment is given and subject to the approval of the Dexter Township Board of Trustees and conformance to such guidelines and policies as may be from time to time established by said Board of Trustees.

Section II Membership

2.1 Membership

The Committee shall be comprised of seven members of the public including at least one member of the Dexter Township Board. All members will be township residents with special outreach to farmland owners. In addition, it is preferable that at least one public member have expertise in land conservation and preservation initiatives. Members will be appointed by the Township Board.

2.2 Oath of Office

Members of the Committee will take an oath of office to be administered by the Township Clerk or qualified representative of the Township Clerk.

2.3 Term of Members:

Members of this committee will serve a term of one year with the intention of the committee giving way to the creation of a more official Open Space and Land Preservation Board that will adhere to the duties and procedures of Ordinance no. 37 and/or recommend changes to that specific ordinance.

Vacancies: When a vacancy occurs on this committee the vacancy shall be filled by the Dexter Township Board of Trustees.

2.4 Compensation

Members of the committee shall be eligible for per diem compensation including a \$100 per meeting for the Chair of the committee, and \$75 per meeting for all other members.

2.5 Communication Responsibilities

Members of the Committee may also be members of other organizations and groups. As such there may be opportunities to share the work of the committee with others. This is conducted in an informal way and is not a formal expectation of the committee members. Any communication that is expected to go out to a broader audience will be written and approved by the committee and sent from the Township Board on behalf of the committee to the intended audience.

Section III Meetings

3.1 Regular Meeting Date/Time/Location

Business meetings of the Open Space and Land Preservation Committee shall be held once per month on a day and time mutually agreeable to all members at the Dexter Township Hall, 6880 Dexter-Pinckney Road, Dexter, MI 48130, or virtually if permitted by amendments to the Michigan Open Meetings Act. The Committee shall inform the Township Clerk of their meeting schedule and the Clerk shall be responsible for posting notice of the meetings. The Open Space and Land Preservation Committee shall comply with the Michigan Open Meetings Act (MCLA 267 of 1976).

3.2 Special Meetings

Special meetings of the Committee may be called by the Chairperson with three (3) days notice by telephone or mail. Email may be used for notice provided that confirmation of

members' receipt of the email is required. The business transacted at a Special Meeting shall be limited to the items announced in the notice. The Chairperson shall inform the Township Clerk or designated staff of a special meeting and the Clerk shall be responsible for posting notice of the meeting.

3.3 Quorum

A majority of the appointed regular members (seven) shall constitute a quorum for the transaction of the business of the Committee. If a quorum is not present at a meeting, the Committee may hear reports and exchange information but shall not take action on behalf of the Committee.

3.4 Voting

Since this is not a decision-making body, there is no need for an official voting procedure currently.

3.5 Attendance

Members shall attend regular business meetings. If circumstances require a member to miss a meeting, he or she shall notify the Chairperson or township staff of a planned absence prior to the meeting. An excused absence shall be granted by the Chairperson upon such notification. Unexcused absences shall be recorded by the Chairperson and reported to the township board for any member that has two consecutive unexcused absences.

3.6 Officers

There are currently no officers for this committee. The Township Board will name a Committee Chairperson who will act as the communication contact for the committee and be responsible for facilitating the meetings and reporting to the Township Board. A Recording Secretary will be selected by the Committee from among Committee members. The Recording Secretary will record the proceedings of meetings in conformance with Section 3.7. Township staff will be available to assist the Chairperson and Recording Secretary in the performance of their duties.

3.7 Record of Meetings

Minutes of meetings will be taken at each meeting and draft minutes will be made available to committee members and the Township Clerk within 8 days of the meeting date. Approved minutes shall be forwarded to the Township Clerk within one week of the approval date.

3.8 Agendas

The order of business on the agenda for regular business meetings shall be as follows:

- A. Call to order and roll call
- B. Approval of the minutes of the previous meeting
- C. Approval of the Agenda
- D. Public Comment
- E. Report of the Chair
- F. Report of the Township Board representative(s)
- G. Old Business

- H. New Business (including Public Comment on specific agenda items as appropriate)
- I. Committee Reports
- J. Future Agenda Items
- K. Adjourn

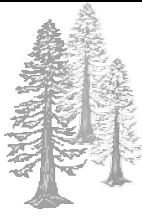
3.9 Norms for Operating

- Attend all meetings and be on time
- Keep the discussion focused
- Members are expected to participate, within and outside of meetings
- Opinions of all members should be expressed openly
- Share all relevant information

3.10 Citizen Participation

Any citizen may comment upon Agenda items prior to the taking of a vote thereon. Citizens, after being recognized, shall identify themselves by name and address and shall limit their presentation to 3 minutes, unless time is extended by the Chairperson or by a vote of the Committee.

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DEXTER TOWNSHIP

AGENDA ITEM SUMMARY

MEETING OF: Township Board of Trustees 16 March 2021

Agenda Item Title:

FY 2021/2022 Budget Public Hearing

Submitted by:

Diane Ratkovich

Explanation of Agenda Item:

Set the FY 2021/2022 Budget Public Hearing

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:

None

Staff Comments:

A new date needs to be set for the FY 2021/2022 Budget Public Hearing that was originally scheduled for Tuesday, March 16th at 7:00pm which has since been cancelled.

Motion/Action/Recommendation:

Motion to set the FY 2021/2022 Budget Public Hearing for Tuesday, March 30th at 7:00pm

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DEXTER TOWNSHIP

AGENDA ITEM SUMMARY

MEETING OF: Township Board of Trustees 16 March 2021

Agenda Item Title:

Special Board Meeting

Submitted by:

Diane Ratkovich

Explanation of Agenda Item:

Set a Special Board Meeting time

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:

None

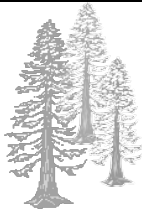
Staff Comments:

Set a Special Board Meeting for Tuesday, March 30th at 7:00pm to adopt the FY 2021/2022 Budget.

Motion/Action/Recommendation:

Motion to set a Special Board Meeting for Tuesday, March 30th at 7:00pm

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DEXTER TOWNSHIP

AGENDA ITEM SUMMARY

MEETING OF: Township Board of Trustees 16 March 2021

Agenda Item Title:

FY 2020/2021 Multi-Lakes Fund Budget Amendment

Submitted by:

Diane Ratkovich

Explanation of Agenda Item:

There were unanticipated audit and administrative fees from Washtenaw County for the Multi Lakes Enterprise Fund causing line item 569.000.999.999 to go over budget by \$915.00.

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

Multi Lakes budget

Staff Comments:

None

Motion/Action/Recommendation:

Motion to approve resolution 21-XXX, a resolution to amend the fiscal year 2020/2021 Multi Lakes Enterprise Fund budget.

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Dexter Township Resolution # 21-xxx

A resolution to amend the Dexter Township Fiscal Year 2020/2021 Multi Lakes Budget

Be it resolved, the Dexter Township Board, by a vote of the majority at a regular meeting held this 16th day of March 2021, amends the Fiscal Year 2020/2021 Dexter Township Multi Lakes Enterprise Fund Budget with expenditures of \$915.00 per the attached budget document.

Resolution offered by Board Member

Resolution seconded by Board Member

Roll call vote:

Yeas –

Nays –

Abstain –

Absent –

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

The Supervisor declared the resolution adopted

CERTIFICATE

The undersigned, being the duly elected and acting Clerk of the Township of Dexter hereby certifies that the foregoing resolution was duly adopted at a duly noticed special meeting of the Dexter Township Board at which a quorum was present on the 16th day of March 2021, and that the members voted thereon as hereinbefore set forth.

Michelle Stamboulellis, Clerk

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03/09/2021 REVENUE AND EXPENDITURE REPORT FOR DEXTER TOWNSHIP
PERIOD ENDING 03/31/2021

GL NUMBER	DESCRIPTION	2020-21		YTD BALANCE		ACTIVITY FOR MONTH 03/31/2021 INCREASE (DECREASE)	AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	03/31/2021 NORMAL (ABNORMAL)	03/31/2021 INCREASE (DECREASE)		NORMAL (ABNORMAL)	BALANCE	
Fund 569 - MULTI-LAKE ENTERPRISE FUND									
Expenditures									
Function: Unclassified									
Dept 000									
569-000-999.999	TRANSFER OUT	0.00		915.00	0.00		(915.00)	100.00	
Total Dept 000		0.00		915.00	0.00		(915.00)	100.00	
Total - Function Unclassified									
		0.00		915.00	0.00		(915.00)	100.00	
TOTAL EXPENDITURES									
		0.00		915.00	0.00		(915.00)	100.00	

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DEXTER TOWNSHIP

AGENDA ITEM SUMMARY

MEETING OF: Township Board of Trustees 16 March 2021

Agenda Item Title:

Proposal to appoint a Deputy Supervisor

Submitted by:

Diane Ratkovich

Explanation of Agenda Item:

The Dexter Township Board is committed to increased transparency and increasing outreach to the community. Maintaining the statutory duties and developing new programs, starting with a new website, it is critical that we have adequate staff. Appointing a Deputy Supervisor also provides security to the function of the office in the event that the current Supervisor is not able to perform their duties. Deputy Supervisor funds will be recommended with the 2021/2022 budget request.

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:

Deputy Supervisor Job Description

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

Motion to appoint Michelle DeLancey as Deputy Supervisor.

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DEPUTY SUPERVISOR

JOB DESCRIPTION

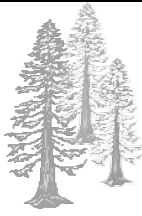
March 9, 2021

Description of The Deputy Supervisor position paraphrased from Michigan Township Association: is an appointed official. The Deputy Supervisor's number one authority is to serve as a substitute for the Supervisor. The Deputy automatically has the authority to perform the statutory duty of the office, without further authorization, when the Supervisor is absent, sick, disabled, died or recalled. When the Supervisor leaves office the deputy's authority also ends. A Deputy Supervisor serves "at the pleasure of the official".

The duties for Deputy Supervisor currently are listed below, but not limited to:

1. Developing and maintaining the Website in coordination with the Supervisor and Web Master. Objectives:
 - a. Coordinating office and public information, to keep constituents better informed.
 - b. Coordinating public contact and user friendliness.
 - c. Helping to define use and administration by Dexter Township Departments.
 - d. All other necessary functions to develop the website to the highest degree of function.
2. Create the Board Packets in conjunction with the Supervisor
 - a. Our goal is to have the packets posted on the Dexter Township website the Wednesday before all meetings.
 - b. Print (when necessary) and email to distribute to Board.
 - c. Maintain catalog of Board Agenda and Documents in Supervisor Folder.
3. Continue to serve as the Board of Review Recording Secretary
 - a. Coordinate and schedule appeal hearings.
 - b. Work with the Assessor to prepare the necessary documentation.
 - c. Record minutes for the March, July and December meetings.
4. Other duties as assigned

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DEXTER TOWNSHIP

AGENDA ITEM SUMMARY

MEETING OF: Township Board of Trustees 16 March 2021

Agenda Item Title:

Web site bid and contract

Submitted by:

Diane Ratkovich

Explanation of Agenda Item:

After careful consideration and discussion with the board and community members I am recommending that we sign a contract for \$7,230 with Schumaker Technology Group as our Website Master. Revive and Shumaker both provided excellent proposals. Schumaker was \$1,200 less for a similar product.

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:

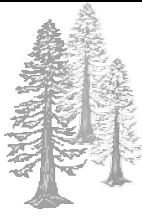
Shumaker Technology Group Contract

Shumaker Technology Group Appendix

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

Motion to approve the bid as presented by Shumaker Technology Group and to authorize the Supervisor to sign the contract.

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DEXTER TOWNSHIP

AGENDA ITEM SUMMARY

MEETING OF: Township Board of Trustees 16 March 2021

Agenda Item Title:

Washtenaw County Road Commission

Submitted by:

Diane Ratkovich

Explanation of Agenda Item:

Every year the Washtenaw County Road Commission sends an estimate for Road Improvements that they see as a priority. This is a discussion item on this proposal. The Township has always done the dust control, item #1.

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:

Road Commission Proposal

Staff Comments:

None

Motion/Action/Recommend

Discussion item only.

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2021 DEXTER TOWNSHIP AGREEMENT

THIS AGREEMENT, made and entered into this ____ day of _____, 2021, by and between the Township Board of Dexter Township, Washtenaw County, parties of the first part and the Board of Washtenaw County Road Commissioners, parties of the second part.

WHEREAS, the parties of the first part desire that certain improvements be made upon the local roads in the Township of Dexter, and

WHEREAS, proper authority is provided to the parties of the agreement under the provisions in Act 51 of Public Acts of 1951 as amended,

IT IS NOW THEREFORE AGREED, the parties of the second part will accomplish the improvements as specified herein, all in accordance with the standards of the parties of the second part.

1. **Dust Control (497-04-108):**

Work to include placement of three (3) solid applications of Kaiser Well brine on all certified local gravel/limestone roads within the township. Estimated 155,940 gallons @ \$0.189 per gallon.

Estimated cost of Kaiser Well brine: \$ 29,472.66

2. **McKinley Road, Fen Ridge Drive to Cooper Ridge Drive:**

Work to include tree cutting, ditching, shaping the existing surface, the application of 6" (C.I.P.) of 23a limestone (approximately 5,300 tons) with associated dust control and project restoration. This is a proposed township share project with Lima Township.

Estimated total project cost: \$ 125,900.00

Estimated project cost to Dexter Township: \$ 62,950.00

3. **McKinley Road, Fen Ridge Drive to Waterloo Road:**

Work to include tree cutting, shaping the existing surface, the application of 6" (C.I.P.) of 23a limestone (approximately 3,200 tons) with associated dust control and project restoration.

Estimated project cost: \$ 70,900.00

4. **Wylie Road, Island Lake Road to Dexter-Pinkney Road:**

Work to include shaping the existing surface, the application of 6" (C.I.P.) of 23a limestone (approximately 3,400 tons) with associated dust control and project restoration.

Estimated project cost: \$ 71,500.00

5. **Drainage Improvements:**

Work to include ditching and roadside berm removal along various roads, locations as determined by mutual agreement between the District Foreman and Township Supervisor.

Estimated project cost: \$ 13,500.00

6. **Forest Court, Stofer Road to end of road:**

Work to include HMA base crushing, shaping and compacting, culvert replacement, the placement of 3.5" HMA resurfacing, aggregate shoulders, and associated project restoration.

Estimated project cost: \$ 84,100.00

AGREEMENT SUMMARY

2021 LOCAL ROAD PROGRAM

Dust Control	\$ 29,472.66
McKinley Road, Fen Ridge Drive to Cooper Ridge Drive	\$ 62,950.00
McKinley Road, Fen Ridge Drive to Waterloo Road	\$ 70,900.00
Wylie Road, Island Lake Road to Dexter-Pinkney Road	\$ 71,500.00
Drainage Improvements	\$ 13,500.00
Forest Court	<u>\$ 84,100.00</u>
Subtotal	\$ 332,422.66
Less WCRC 2021 Conventional Matching Funds	\$ 35,250.00
Less WCRC 2021 Drainage Matching Funds	\$ 7,008.00

ESTIMATED AMOUNT TO BE PAID BY DEXTER TOWNSHIP
UNDER THIS AGREEMENT DURING 2021:

\$ 290,164.66

FOR DEXTER TOWNSHIP:

Diane Ratkovich, Supervisor

Witness

Michelle Stamboulellis, Clerk

Witness

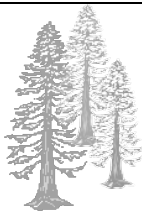
FOR WASHTENAW COUNTY ROAD COMMISSION:

Barbara Ryan Fuller, Chair

Witness

Sheryl Soderholm Siddall, Managing Director

Witness



DEXTER TOWNSHIP

AGENDA ITEM SUMMARY

MEETING OF: Township Board of Trustees 16 March 2021

Agenda Item Title:

Open Meetings Act

Submitted by:

Diane Ratkovich

Explanation of Agenda Item:

Discussion on the Open Meetings Act and how the Township Board would like to proceed with meetings after March 31, 2021.

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:

MTA Open Meetings Act and MDHHS Emergency Order March 5, 2021

Staff Comments:

"MTA Note: Under the OMA, a person cannot be refused entry to a meeting of a public body, so if more than 25 persons show up at an in-person meeting of a public body, the meeting must be ended. Because that is not a desirable outcome, boards should still consider using the electronic meeting options available through Dec. 31, 2021" MTA publication pg. 4

Staff accounted for social distancing in our meeting room and we can accommodate for 13 persons; 7 board members, 1 recording secretary and 5 other/public bodies.

Recommendations from the Township Attorney will be distributed at a later date, but prior to the March 16, 2021 Board meeting.

Motion/Action/Recommendation:

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Township Meetings and Facilities Under the Open Meetings Act and MDHHS Emergency Order March 5, 2021-- “Gatherings and Face Mask Order”

If holding meetings were not already complicated over the last year, they are now even more so, because there are different timelines in both the MDHHS Order and the Open Meetings Act for whether or how electronic meetings or in-person meeting may be held. This fact sheet is not intended as specific legal guidance and is provided to assist township boards in understanding what the Open Meetings Act and the MDHHS Order say at this time. Because those timelines are not coordinated, and could still change, it is important to understand that some questions of what can be done may be open to different legal interpretation. A township board should work with its attorney to determine the answers and recommendations for your specific questions.

Under the current [MDHHS Order](#) beginning March 5, and expiring April 19, 2021, some meetings may be held in-person if no more than 25 persons are present and the township can still meet the spacing/distancing requirements. ***Note you cannot turn a person away from open meeting of public body per OMA, so if more than 25 persons attend, the meeting must be ended.***

MDHHS Order	March 5 to April 19: No more than 25 persons at indoor meeting <i>(Assuming you can meet indoor spacing/distancing requirements in Order. Mask-wearing is required by all members of the public body, and those attending the meeting. Note you cannot turn a person away from open meeting of public body per OMA, so if more than 25 persons attend, meeting must be ended.)</i>		April 20 ... UNKNOWN
OMA MCL 15.263a	March 18, 2020, through March 30, 2021: Allows electronic meetings for any reason (public body and public)	March 31, 2021, through Dec. 31, 2021: Individual members of public body may participate electronically in an in-person meeting if they are absent due to: <ul style="list-style-type: none"> • Military duty • Medical condition • Declaration of state or local state of emergency <ul style="list-style-type: none"> ◦ A declaration of state of emergency could allow all persons, including public to participate electronically. 	Beginning Jan. 1, 2022, the ONLY option for a member to participate electronically in a meeting of a public body is a member of the public body absent due to military duty.
OMA MCL 15.263	Before April 1, 2021, in-person meetings must comply with Covid safeguards stated in OMA. <i>(MDHHS safeguards still apply during and after OMA provision expires.)</i>	After April 1, 2021, in-person meetings must comply with MDHHS Order(s). No specific end date, subject to Covid 19 pandemic emergency.	

Conducting electronic meetings (and meetings with members participating electronically):

- **Note on declaring a “local state of emergency”:** *MTA Legal Counsel do believe this could be done by a township board, however the township should talk to its own attorney for specific legal advice on this issue*
- An electronic meeting must be conducted in a manner that permits two-way communication between members and participants (*at a minimum—everyone can hear everyone else*).
- Technology may be used to facilitate typed public comments during the meeting submitted by members of the public participating in the meeting that may be read to or shared with members of the public body and other participants to satisfy the requirement that members of the public be permitted to address the electronic meeting (*public comment period and public hearings*) and be heard by others during the electronic meeting.
- Members of a public body and the public participating electronically in a meeting are considered present and in attendance at the meeting for all purposes. (*Including voting for members of the public body participating electronically*)
- Each member of the public body attending a meeting remotely must announce at beginning of meeting they are participating remotely and, except for military absence, must identify the county, city, township, or village and state from which they are attending remotely.
- If a public body directly or indirectly maintains an official internet presence that includes monthly or more frequent updates of public meeting agendas or minutes, the public body must, in addition to other notices that may be required under the OMA, post advance notice of a meeting held electronically on a portion of the website that is fully accessible to the public—on either the homepage or a separate webpage dedicated to public notices for special meetings or electronic public meetings with a “prominent and conspicuous” link on the website’s homepage that clearly describes its purpose for public notification of special meetings or electronic public meetings.
 - Any scheduled meeting of a public body to be held as an electronic meeting must have notice posted at least 18 hours before the meeting begins.
 - Notice must clearly explain all of the following:
 - Why the public body is meeting electronically
 - How members of the public may participate in the meeting electronically. If a telephone number, internet address, or both are needed to participate, that information must be provided specifically
 - How members of the public may contact members of the public body to provide input or ask questions on any business that will come before the public body at a meeting
 - How persons with disabilities may participate in the meeting
- If an agenda exists for an electronic meeting and the public body directly or indirectly maintains an official internet presence that includes monthly or more frequent updates of public meeting agendas or minutes, the public body must make the agenda available at least two hours before the electronic meeting begins on a portion of the website that is fully accessible to the public. This “publication” of the agenda does not prohibit subsequent amendment of the agenda at the meeting.
- A public body cannot require a person to register or provide his or her name or other information, or require a person to otherwise fulfill a “condition precedent” as a condition of participating in an electronic meeting, other than mechanisms established and required by the public body necessary to permit the person to participate in a public comment period of the meeting. (*Log-in information may be required by the virtual meeting platform/software/service.*)
- Members of the public are excluded from participating in a closed session of a public body held electronically if that closed session complies with the act.

Michigan Department of Health and Human Services Order Requirements for Gatherings, including Meetings

[MDHHS emergency order face mask and gathering limits](#)

Under [MCL 333.2253](#), if the MDHHS director determines that control of an epidemic is necessary to protect the public health, the director by emergency order may prohibit the gathering of people for any purpose and may establish procedures to be followed during the epidemic to insure continuation of essential public health services and enforcement of health laws.

Under the MDHHS order, and consistent with [MCL 333.2261](#), violations are punishable by a misdemeanor punishable by imprisonment for not more than six months or a fine of not more than \$200, or both, and under [MCL 333.2262](#), violations of the order are also punishable by a civil fine of up to \$1,000. The order can be enforced by state and/or local law enforcement. **(Note that the Michigan State Police and MIOSHA do enforce these orders.)**

On March 2, 2021, the **Michigan Department of Health and Human Services** (MDHHS) issued MDHHS Emergency Order, "[March 5 - Gatherings and Face Mask Order](#)," effective at 12:01 a.m. on **March 5, 2021**, in effect through **April 19, 2021**, at 11:59 p.m.

- [Capacity Limits Fact Sheet](#)
- [Social Gathering Guidance](#)
- [Outdoor Seating Enclosures](#)
- [Epidemic Order FAQs](#)

Because the order and the additional resources cover not only the specific mandates of the order, but also answer many common questions, this Fact Sheet is not including the extensive excerpts that it has previously.

But the following FAQs from the Epidemic Order FAQs link above may be helpful:

Q: What does "indoors" mean for the purposes of this Order?

A: "Indoors" means a location that is fully or partially enclosed on the top and:

- fully or partially enclosed on two or more contiguous sides; or
- if fully or partially enclosed on two non-contiguous sides, any part of that space that is more than 8 feet from an open side is indoors.

Indoor spaces, therefore, include most buildings (such as barns and garages), vehicles (such as buses and trains), and temporary structures (including tents or canopies with side walls or coverings).

Tents with one side are not indoors. Tents with two opposite sides are indoors, except for the spaces within them that are within 8 feet of an open side. Tents with two adjacent sides, three sides, or four sides, are all indoors. The placement of a tent next to a wall, building, or other structure is equivalent to a side. Opening a doorway in the middle of a side does not make that side open. For more information about indoor spaces that are permitted for dining, see [Outdoor Seating Enclosures](#) guidance.

Q: What workers are still allowed or required to work in person?

A: Work should be completed remotely unless it is strictly necessary for an employee to be in person to complete their job duties. See [MDHHS's Guidance for Employers \(Nov. 6, 2020\)](#) and [MIOSHA's Emergency Rules \(Oct. 14, 2020\)](#).

MTA Note: *See the following on employee safety:*

The MDHHS issued its guidance for employers in [Keeping a Safe Workplace](#) on Nov. 6, 2020.

The Michigan Occupational Safety and Health Administration (MIOSHA) and the Workers' Disability Compensation Agency, both within the Michigan Department of Labor and Economic Opportunity have also promulgated emergency rules to clarify the safety requirements employers—including townships—must follow to protect their employees from COVID-19. Again, these are similar requirements to those previously required in EOs. Under the [MIOSHA rules](#), employers that resume in-person work must, among other things, have a written COVID-19 preparedness and response plan and provide thorough training to employees that covers, at a minimum, workplace infection-control practices, proper use of personal protection equipment, steps workers must take to notify the township of any COVID-19 symptoms or a suspected or confirmed diagnosis of COVID-19, and how to report unsafe working conditions. **A MIOSHA infographic (sign/brief fact sheet) on the rules is available [here](#).**

Under the [workers' compensation rules](#), first responders—including emergency medical services workers, law enforcement and fire safety personnel, among others—are presumed eligible for compensable personal injuries under the Workers' Disability Compensation Act if they are diagnosed with COVID-19, by a physician or a presumed positive test result. The rules are in effect for six months **[March 20, 2021]**.

Q: Are local government offices still permitted to be open to the public?

A: Yes. **(MTA Note: The township board must have adopted a Covid 19 Preparedness Plan to open township facilities.)**

Q: Are public meetings or board meetings permitted under this Order?

A: Yes, up to 25 board members may gather for a meeting. Under [Public Act 254 of 2020](#), public meetings may be conducted virtually for any reason through March 31, 2021.

The public may also attend the meeting in person subject to all applicable masking and distancing requirements. For public attendance to be permitted beyond 25 persons, the event must be designed to ensure that every person can avoid mingling or engaging in physical contact with persons from outside their household. For example, a reception larger than 25 persons would not be permitted indoors. All meetings covered by the Open Meetings Act – whether conducted virtually or in person – must also comply with [Public Act 254 of 2020](#).

(MTA Note: Under the OMA, a person cannot be refused entry to a meeting of a public body, so if more than 25 persons show up at an in-person meeting of a public body, the meeting must be ended. Because that is not a desirable outcome, boards should still consider using the electronic meeting options available through Dec. 31, 2021—see Chart on Page 1)

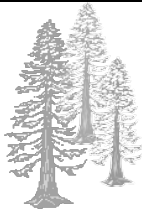
Q: May religious venues host other gatherings such as a bake sale, craft fair, public lecture, or youth group?

(MTA Note: Even though this question refers to “religious venues,” we understand this to be asking whether a church may also allow other types of gatherings (not religious observances, which are allowed) to occur that are very similar to the types of activities that many townships allow to be scheduled by the public at a township hall or other facility. So, we understand this to be the answer to the question of whether a township can allow “hall rentals” under the current order.)

A: Yes. However, all activities – other than religious services – conducted in a place of worship are subject to this Order's mask requirements, gathering requirements, and capacity limits.

Indoor gatherings are permitted where no more than a total of 25 people are gathered. Outdoor gatherings are permitted where no more than 300 persons are gathered.

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DEXTER TOWNSHIP

AGENDA ITEM SUMMARY

MEETING OF: Township Board of Trustees 16 March 2021

Agenda Item Title:

Portage sewer tap transfer request

Submitted by:

Diane Ratkovich

Explanation of Agenda Item:

Request to transfer a Dexter Township tap to Putnam 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:

Portage-Base Lakes Area Water & Sewer Authority request letter

Staff Comments:

None

Motion/Action/Recommendation:

Option 1: Motion to deny the transfer of a Dexter Township tap to preserve for future growth in Dexter Township.

Option 2: Motion to grant the transfer of the Dexter Township sewer tap from D-04-01-107-013 to 4714-36-401-064 in Putnam.

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**Portage-Base Lakes Area
Water & Sewer Authority**

At: Hamburg Township Hall Offices
10405 Merrill Road P.O. Box 726
Hamburg, MI 48139
810-231-5600

03/04/21

Dexter Township Board of Trustees
6880 Dexter Pinckney Road
Dexter MI 48130

Dear Dexter Township Board of Trustees,

I am requesting approval to transfer an unused sewer tap from former Parcel ID # D-04-01-107-013 to Parcel ID # 4714-36-401-064 in Putnam Township. The adjacent property owners, Aaron & Sandra Vermeulen & Stephen & Mary Lou Rudner, purchased 9699 Portage Lake Ave. and demolished the home in 2010 (formerly D-04-01-107-013).

This REU is part of the original allocation that was awarded Dexter Township at the inception of this Authority. If there is concern over the allocation, Putnam Township could be required to allow one of their inventory REU's be transferred to Dexter Township.

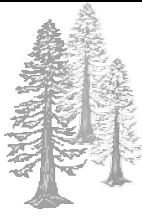
Partners	Ownership	Connected	Vacant	Future	Total	Threshold
Dexter	32.47%	380	24	146	550	
Hamburg	35.30%	481	28	89	598	
Putnam	24.19%	299	10	101	410	
Webster	8.04%	99		37	136	
		1259	62	373	1694	

Sincerely,

Tony Randazzo

Tony Randazzo
Superintendent

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DEXTER TOWNSHIP

AGENDA ITEM SUMMARY

MEETING OF: Township Board of Trustees 16 March 2021

Agenda Item Title:

FY 2021/2022 Wages and Salaries

Submitted by:

Diane Ratkovich

Explanation of Agenda Item:

Proposal and discussion on the wages and salaries for the FY 2021/2022.

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:

Recommendations – distributed at a later date, but prior to the March 16th Board meeting

Staff Comments:

None

Motion/Action/Recommendation:

Discussion only

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Authorization of Payments

First Distribution – March 9, 2021

Clerk's Office

Michelle Stamboulellis, Clerk

Authorization of Payments

March 9, 2021

First Distribution

Attachment(s):

1. March 2021 Payroll
2. General Fund Disbursements – (2/17/2021 thru 3/9/2021) and (3/10/2021 thru 3/16/2021)
3. Fire Fund Disbursements – (2/17/2021 thru 3/9/2021)
4. Police Fund Disbursements – (2/17/2021 thru 2/9/2021) and (3/10/2021 thru 3/16/2021)
5. General Agency Fund Disbursements – (2/10/2021 thru 3/9/2021) and (3/10/2021 thru 3/16/2021)

March Gross Payroll	\$30,449.38		
Disbursements	(2/17/2021 thru 3/9/2021)	(3/10/2021 thru 3/16/2021)	Grand Total
General Fund	\$146,966.83	\$	\$
Fire Fund	\$74,022.43	\$	\$
Police Fund	\$41,820.99	\$	\$
Agency Fund	\$11,232.99	\$	\$
MLWSA Debt	\$0.00	\$	\$
Total	\$274,043.24	\$	\$

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Dexter Township Board

Supervisor's Report

March 16, 2021

BUDGET PROPOSAL

I have spent the last month working on the Budget Proposal for Dexter Township. I want to thank Harley Rider for volunteering his time to help me learn about the budget process at Dexter Township. I am anticipating to have the final proposal complete for public view the week of March 22nd. Creating a budget for the 2021/2022 Fiscal Year (April 1 to March 31) is a fabulous opportunity to deepen my knowledge on how the many departments and government entities work together.

I am looking forward to developing our new website and using it as a tool to communicate with our community. To develop this resource most efficiently and to protect the Township, should I be unable to fulfill my duties, I am also presenting a proposal to hire a Deputy Supervisor and appointing Michelle Delancey to fulfil this role.

BOARD OF REVIEW

There were 35 petitions for the March Board of Review

- 16 Veteran's exemptions (15 granted and 1 denied)

- 1 Hardship exemption (denied)

- 1 Personal Property Tax exemption (late filing - granted)

- 3 Personal Property Statement's (late filings - all accepted)

- 14 appeals of assessed and/or tentative taxable value (pending)

MEETINGS ATTENDED

Feb. 18 Dexter Area Fire Board (Zoom)

March 4 Silver Lake Homeowner's Association (Zoom)

Respectfully submitted,
Diane Ratkovich, Supervisor

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Dexter Township

MICHELLE STAMBOULELLIS, CLERK

REPORT FOR THE MONTH OF MARCH 2021

BUDGET:

- Target: **98%**
- General Fund to date Revenue **84.26%** Expenditures: **67.62%**
- Fire Fund to date Revenue: **103.37%** Expenditures: **91.64%**
- Police Fund to date Revenue: **103.94%** Expenditures: **84.05%**

Budget printout available on request.

QUALIFIED VOTER FILE:

The Clerk's office processed 28 voter registration during December 2020; 22 new applications and 8 cancellations.

MEETINGS AND TRAINING ATTENDED/TO BE ATTENDED:

2/23/2021: Meeting with Executive Team

2/24/2021: WWRA Meeting

3/01/2021: Submitted the Clerk's Budget to the Supervisor

3/9/2021 Submitted the NOTICE OF PUBLIC HEARING – Budget – to the Sun Times

3/9/2021 Submitted the NOTICE OF SPECIAL HEARING – Budget – to the Sun Times

3/10/2021: FOIA – Global Zoning LLC

Respectfully Submitted,

Michelle Stamboulellis, Clerk

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Dexter Township Board

Treasurer's Report

As of March 1, 2021

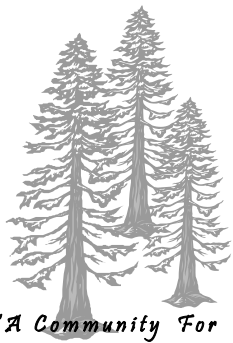
Fund Report Summary

		Received	Outstanding	% of
<u>Tax Bills</u>	<u>Sent Out</u>	<u>Back</u>	<u>As of 3/1/21</u>	<u>Bills Paid</u>
Summer	3750	3666	84	97.8%
Winter	3750	3594	156	95.8%
<u>Total Dollars</u>				
Summer	\$4,497,680.48	\$4,430,646.64	\$67,033.84	
Winter	\$13,582,512.54	\$12,700,259.66	\$882,252.88	

Respectfully Submitted,

Maris Metz
Treasurer

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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

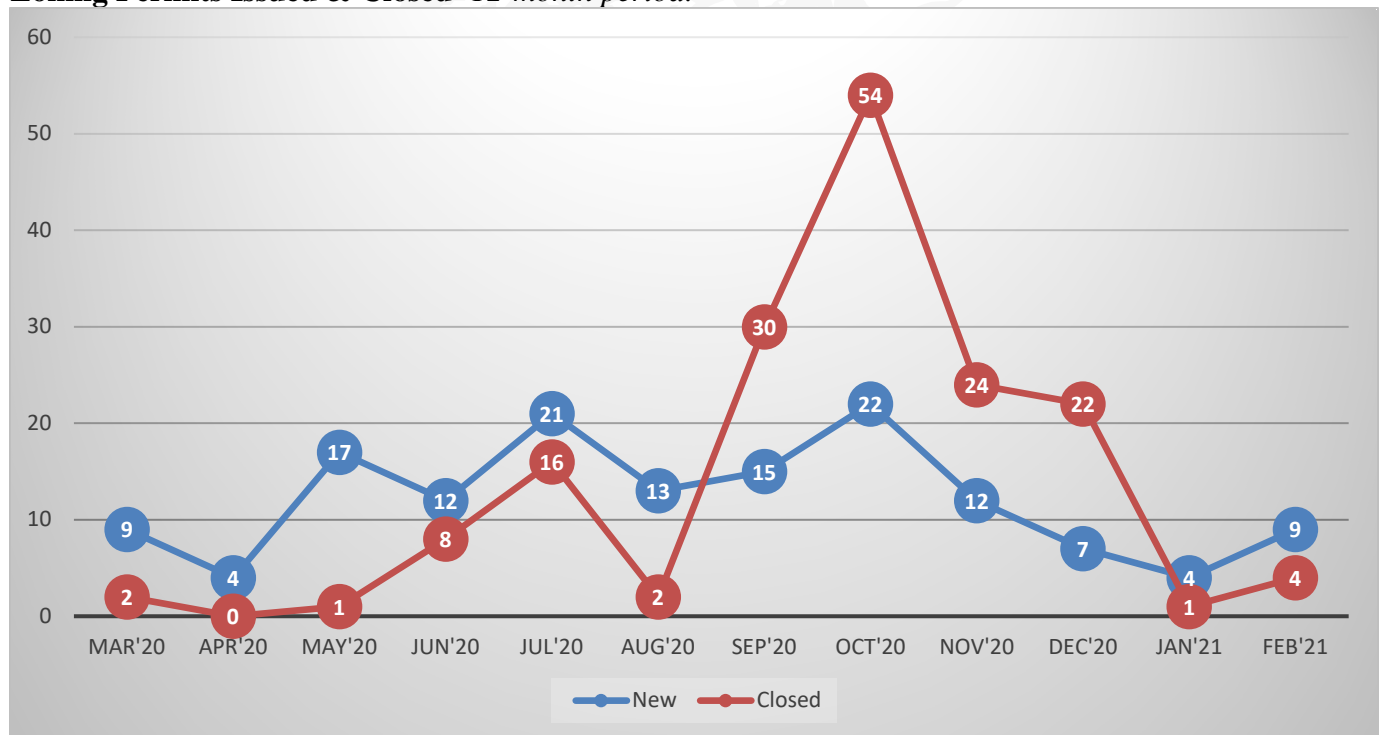
Planning & Zoning Report for February Activities - 2021

ZONING PERMITS

There were 9 new zoning permits issued this month (*February*)

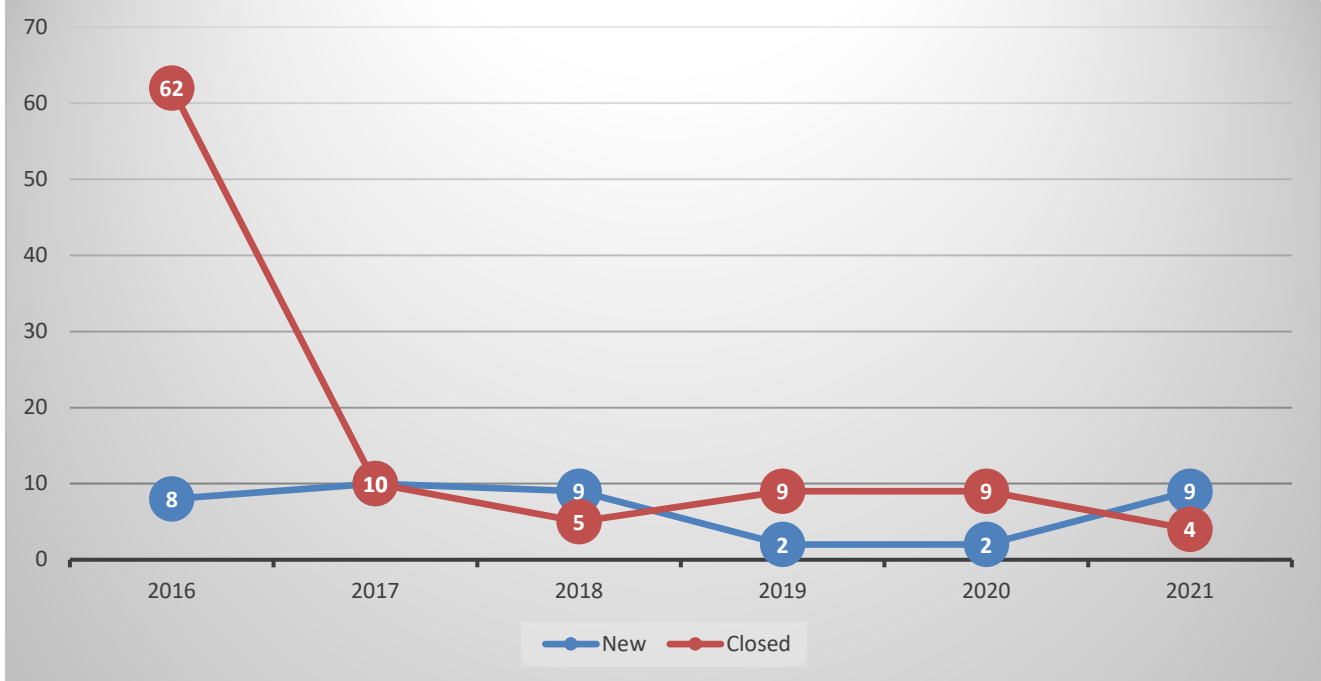
There were 4 zoning permits closed this month (*February*)

Zoning Permits Issued & Closed- 12-month period.

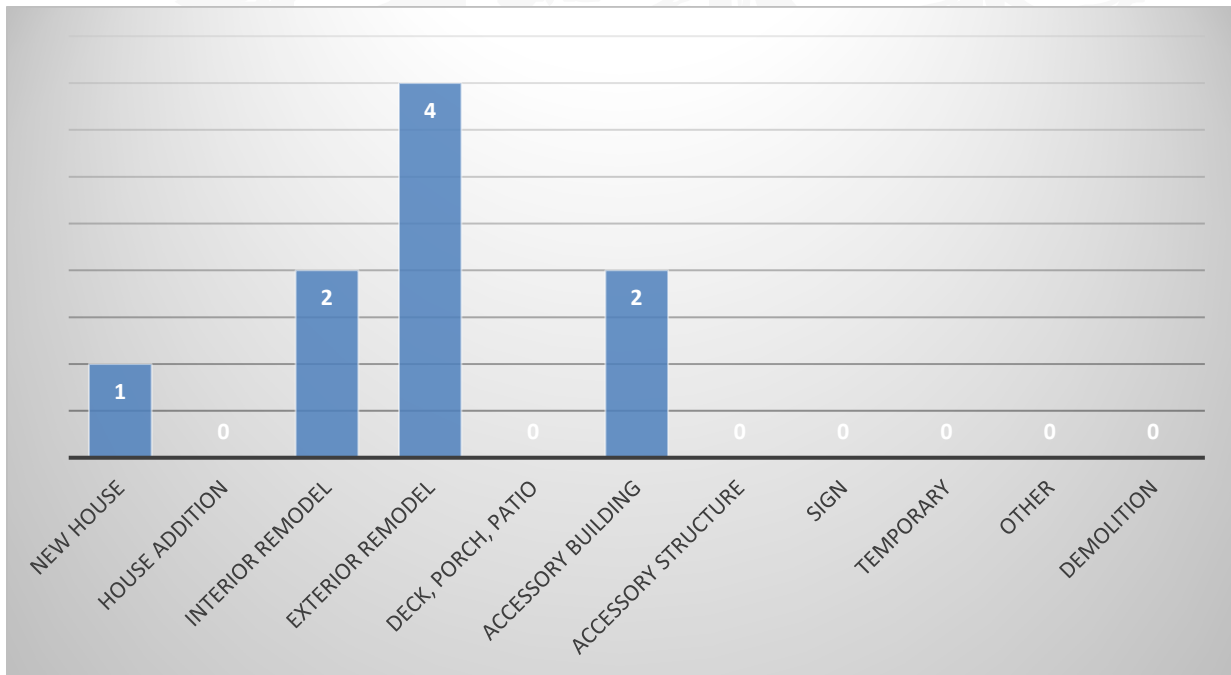


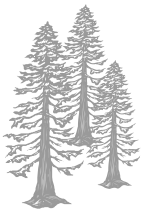


Zoning Permits Issued & Closed- Year-to-Year by Month. *(All numbers are for February.)*



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





CODE ENFORCEMENT

There was 1 new complaint/violation this month (February)

There were 1 complaint/violation closed this month (February)

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

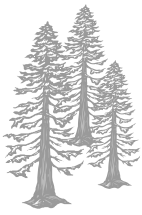


There was 1 Blight Violations actively being rectified by violators. (February)

There were 0 municipal civil infractions issued and 0 court appearances (February).

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

Violation Number	Address	Parcel #	Description	Status
Zoning Violations				
21-ZV-428	9735 Dexter Pinckney Rd.	04-0-400-040	Sign complaint	Closed



PLANNING COMMISSION

February Meeting:

The Planning Commission held no meetings in February.

February 12, Work Session – No Meeting

Petition	Project	Request/Description	Result

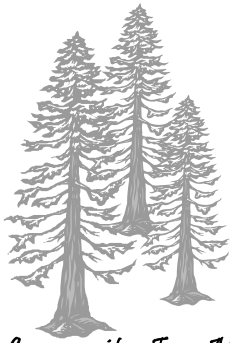
February 23, Regular Meeting

Petition	Project	Request/Description	Result
20-PC-200	Doletzky Prop.	OSC/Prelim. Site Plan	Approved with conditions

ZONING BOARD OF APPEALS

February 5th ZBA Meeting:

Petition	Project	Request/Description	Result
21-ZBA-884	13893 N. Territorial Rd.	Pole barn for golf carts	Denied



"A Community For All Seasons"

DEXTER TOWNSHIP

PLANNING COMMISSION

6880 DEXTER-PINCKNEY ROAD

DEXTER, MI 48130

TELEPHONE: 734-426-3767

FAX: 734-426-3833

WWW.DEXTERTOWNSHIP.ORG

MARTY STRAUB
CHAIR & ZBA REP.
VACANT
VICE CHAIR
TOM LEWIS
SECRETARY
KAREN SIKKENG
EX-OFFICIO TWP. BRD.

CHANDRA HURD
CHRISTINA MAIER
KIMBERLY MARINELLI
BOB NESTER
COMMISSIONERS

JANIS MILLER
RECORDING SECRETARY

At our February 23, 2021 meeting, the Planning Commission granted preliminary site plan approval to the Doletzky Open Space Community (application 20-PC-200) with several additional conditions that will limit the number of building sites to 44, as opposed to the 51 requested.

Here's some additional background that may be of interest:

In September 2020 the Planning Commission had approved the applicant's preliminary site plan that showed 44 building sites. The applicant's new (February 2021) site plan showed 51 building sites on smaller lots with reduced side yard setbacks that the applicant stated were made possible by the Township Board's approval to connect to the Multi Lakes Sewer Authority system.

During the Planning Commission meeting, concern was expressed by some commissioners that the increased density of the revised site plan conflicted with the Township's Master Plan that states in part on Page 83:

"Strategies

1.1 Allow non-lakes residential areas to connect to sanitary sewer only if all four (4) of the following criteria are fulfilled:

1. Any and all costs associated with extending and connecting the sewer line are paid by the developer; and
2. Access to sanitary sewer does not result in unplanned growth or higher residential densities than would have otherwise been achieved by the Zoning Ordinance, with individual septic systems or a cluster drain field; and
3. Better groundwater quality and more environmentally friendly site design is promoted; and
4. The sewer system has residential equivalency unit (REU) capacity that does not lower or jeopardize other connection opportunities in the lake areas or create the need for additional capacity at the current sewer plant."

In addition, there was no stated intention by the Township Board to increase density, but rather to ensure better water quality for the surrounding area and to make use of underutilized sewer system capacity.

I hope this is helpful. If you have any questions, please let me know.

Thanks,
Marty

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SPECIAL MEETING OF THE CHELSEA AREA CONSTRUCTION AGENCY BOARD
THURSDAY, FEBRUARY 18TH , 2021, 3:00 P.M.
LOCATION: MEETING HELD VIA ZOOM DUE TO COVID-19

BOARD MEMBERS PRESENT: Chair James Drolett (Dexter Township), Julia Upfal (City of Chelsea), Greg McKenzie (Lima Township), Pam Byrnes (Lyndon Township), Kathy Kennedy (Sylvan Township)

BOARD MEMBERS ABSENT: None

STAFF PRESENT: Devin Morgan

OTHERS PRESENT: David Brooks

CALL TO ORDER: Chair Drolett called the meeting to order at 3:03 p.m.

CALL TO THE PUBLIC: None.

APPROVAL OF February 18TH, 2021 MEETING AGENDA: Motion by Byrnes, seconded by McKenzie, to approve amended February 18th, 2021 agenda by adding Other Business: Part Time Employee. All Ayes. Motion carried unanimously.

APPROVAL OF JANUARY 14th, 2021 MEETING MINUTES: Motion by Byrnes, seconded by McKenzie, to approve January 14th, 2021 minutes. All Ayes. Motion carried unanimously.

APPROVAL OF BILLS: Motion by Byrnes, seconded by Kennedy, to approve the General Checking Account bills in amount of \$39,682.85 and the Soil Erosion Control Checking Account bills in amount of \$2,925.00 from 1/15/2021 through 2/18/2021 as presented on 2/18/2021 summaries from MSK and Associates. All Ayes. Motion carried unanimously.

REPORT OF THE CHAIR: None

REPORT OF THE TREASURER: Approximately \$40,000 of SESC Bond money will be moved from SESC checking account into Bond checking account. McKenzie will work with Devin & Howard to determine exact amount that is going to be transferred.

ADOPTION OF 2021-2022 BUDGET: Motion by McKenzie, seconded by Kennedy, to approve adoption of 2021-2022 budget for the General Checking Fund in the amount of \$585,519.00 in income and \$578,324.00 in expenses and SESC \$60,100.00 in income and \$61,000.00 in expenses as presented on 2/17/2021 summaries from MSK and Associates.

APPROVAL OF BURNS LAWN CARE & LANDSCAPING MAINTENANCE CONTRACT: Discussion followed. Motion by McKenzie, seconded by Byrnes, to approve Burns Lawn Care & Landscaping Contract Proposal for 2021 lawn services not to exceed \$8000.00 and authorize Building Official to sign contract. All Ayes. Motion carried unanimously.

DISCUSSION OF HSA: Discussion followed. Motion by Byrnes, seconded by Kennedy, to increase CACA HSA annual contribution from \$6,000.00 to \$7,200.00 for Office Manager. All Ayes. Motion carried unanimously.

OTHER BUSINESS- PART TIME OFFICE HELP:

Discussion followed. Office Manager will create job description for part time/on call office help to be reviewed by Building Official (Bruce Connell) and Chair (Drolett) and publish in Chelsea Update and/or other local job posting locations.

CALL TO THE PUBLIC: David Brooks.

ADJOURNMENT: Motion by Byrnes, seconded by Kennedy, to adjourn the meeting at 4:01 p.m. All Ayes. Motion carried unanimously.

Respectfully Submitted,

Devin Morgan
Recording Secretary

Kathleen Kennedy
CACA Board Secretary

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

Tuesday, January 19, 2021 6:45 pm
Meeting Location: Remote, Using Zoom

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

Absent: S. Lackey

Staff: Director L. Coryell & C. Berggren.

Guests: None

Welcome and Call to Order

TJ Helfferich called the meeting to order at 6:49 p.m.

Chris administers the Oath of Office to the 2021 trustees.

Agenda Review, Additions, and Approval

MOTION made by E. Sensoli, SECONDED by C. Taylor to approve the agenda, as presented. Discussion: None

All Ayes: 6-0

Compulsory Segments:

Minutes and Approval of Checks

MOTION made by J. Carr, SECONDED by G. Munce to approve the minutes of the December 15, 2020 Board Meeting. Discussion: None

All Ayes: 6-0

MOTION made by G. Munce, SECONDED by A. Merkel to approve the Closed Session minutes of the December 15, 2020 Board Meeting. Discussion: None

All Ayes: 6-0

MOTION made by J. Carr, SECONDED by G. Munce to accept the General Fund Operational checks for December, 2020. Discussion: None

All Ayes 6-0

MOTION made by C. Taylor, SECONDED by E. Sensoli to accept Financial Reports for December, 2020. Discussion: None

All Ayes: 6-0

Director's Report Update:

L. Coryell update:

- Lori directed the board to her report in the packet, before proceeding to screen-share a Google presentation on how the library has handled the COVID-19 pandemic. The presentation time-lined the library's reactions to executive orders and health experts and shared how the library continued to serve the community, shifting to digital programming and curbside pickup.

Friends Report:

- The Annual Meeting will be held virtually on Saturday, January 23 at 10 a.m.
- Jan shared that officers will be elected and that the Friends are hoping to add new members and urged the board to spread the word and encourage potential members to turn out.

Other Reports Notes: None

Public Comment: None

Action Item #1: Donations

MOTION made by A. Merkel, SECONDED by J. Carr to accept the library's December donations of \$1,500. Discussion: None

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

All Ayes 6-0

Action Item #2: Budget Carryovers 2020 to 2021

MOTION made by J. Carr, SECONDED by E. Sensoli to approve the library's proposed carryovers from the 2020 budget to the 2021 budget. Discussion: None

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

All Ayes 6-0

Action Item #3: Budget Adjustment

MOTION made by E. Sensoli, SECONDED by C. Taylor to approve the 2020 budget adjustment to fix the calculation error to the Cap. Reserve Fund. Discussion: None

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

All Ayes 6-0

Discussion Item #1: DDA/TIFA

The board looked over the letter of agreement that the City/DDA drafted for the one-year transfer of a portion of the previously captured TIFA funds. Lori shared that the library attorney examined the document and added one line for clarification. This item will go to Action next month.

Committee Reports

Policy Committee – Lori alerted Jan that a new Confidentiality Policy will soon be sent to committee.

Finance Committee –

Personnel Committee –

Nominating Committee –

Community Outreach Committee –

Public and Board Comment: Gary announced that he'd like to give an overview presentation in February on broadband in Wahtenaw County. It will be added to February's agenda.

Other Items: Jan shared that she had picked up a "Fix Picks" bag of books chosen by librarians to fit her interests and that it was spot on. She also thanked Lori and the library staff for staying one step ahead of the pandemic and remaining open in some capacity for the community.

Adjourn:

MOTION made by J. Carr, SECONDED by G. Munce to adjourn the meeting at 7:50 p.m.

All Ayes, 6-0

Janice L. Carr, Board Secretary

Date

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**Dexter Area Fire Department
Fire Administration Board
Regular Meeting Agenda
February 18, 2021 – 6:00 p.m.**

CITY OF DEXTER
DEXTER TOWNSHIP
WEBSTER TOWNSHIP

A. Call to Order:

B. Roll Call:

C. Approval of Meeting Minutes: January 21, 2021 (Page 1)

D. Audience Participation:

E. Approval of the Agenda:

F. Approval of the Bills and Payroll:

Bills and Payroll from January 15, 2021 through February 9, 2021 \$108,942.53 (Page 4)

G. Reports

1. Fire Chief Report (Page 8)
2. Financial Report (Page 38)

H. Unfinished Business

1. Consideration of MERS Defined Contribution Addendum (S. Keough) (Page 54)
2. Discussion of Webster Township Lease Agreement (D.Munzel) (Page 69)

I. New Business

1. Discussion of DAFD Board ByLaws (Page 78)

J. Dexter Fire Fighters' Association Report

K. Non-Arranged Audience Participation

L. Future Agenda Items

1. Fire Code August 2021

M. Concerns of Fire Board Members

N. Adjournment

The next regular meeting of the Dexter Area Fire Department Administrative Board will be on Thursday, March 18, 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 19)

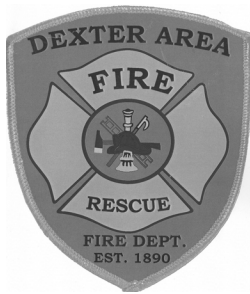
Summary Year-To-Date (Page 20)

City of Dexter (Page 21)

Dexter Township (Page 23)

Webster Township (Page 28)

Mutual Aid/Shared Runs (Page 25)



**Dexter Area Fire Department
Fire Administration Board
Board Meeting Minutes
January 21, 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 6:02P.M.

B. Roll Call:

C. Chair Seta declared a quorum was present.

D. 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: None.

Also Present: Chief Robert Smith; Kimberly Valentine, Recording Secretary; Numerous Firefighters and a few citizens

E. Approval of December 17, 2020 Meeting Minutes:

Motion by Ratkovich to approve the regular meeting minutes of December 17, 2020 as presented. Motion second by Keough.

Roll Call Vote: All Ayes. Motion carried.

F. Audience Participation:

John Scharf- Welcome to Mark Ford. Offered willingness to serve as the at-large representative.

G. Approval of the Agenda:

Motion by Munzel to approve the agenda as amended adding Webster Township DAFD Lease Agreement. Motion second by Ratkovich.

Roll Call Vote: All Ayes. Motion carried.

H. Approval of the Bills and Payroll:

Motion by Keough to approve bills and payroll totaling \$568,708.57. Motion second by Munzel.

Roll Call Vote: All Ayes. Motion carried.

I. Reports:

1. Chief's Report:

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

Roll Call Vote: 6 Ayes 1 Abstain. Motion Carried.

2. Financial Report:

Motion by Micheles to receive and file the preliminary yearend financial report. Motion second by Keough.

Roll Call Vote: 6 Ayes 1 Abstain. Motion Carried.

3. Communication- Dexter City Fire Recommendation

Keough- Take the time to review the City Station Proposal packet, it's worthwhile to have the Board Member's opinion on it.

J. Unfinished Business:

1. Consideration of Local 4090 November 1, 2020 - October 31, 2023 Collective Bargaining Agreement

Motion by Keough to approve the Collective Bargaining Agreement. Motion second by Munzel. **Roll Call Vote: All Ayes. Motion carried.**

2. Consideration of MERS Defined Contribution Addendum

Motion by Keough to move forward with the MERS Defined Contribution Addendum. Second by Ratkovich. **Roll Call Vote: 6 Ayes 1 Abstain. Motion Carried.**

3. Discussion of Fire Code

Motion by Keough to postpone this item to the August 2021 Board Meeting. Motion second by Westman.

Roll Call Vote: All Ayes. Motion carried.

K. New Business:

1. Consideration of Final Budget Allocation Amounts

Motion by Michels to approve the Allocation Amounts. Second by Ratkovich.

Roll Call Vote: 6 Ayes 1 Abstain. Motion carried.

2. Consideration of Approval to Apply for AFG Grants

Motion by Keough to authorize the Chief to move forward with the grants on behalf of the Board. Second by Ratkovich.

Roll Call Vote: All Ayes. Motion carried.

3. Discussion of Webster Township Draft Lease Agreement

Munzel- Presented the draft lease agreement.

Chief- Expressed a few concerns; public use and elections, and wants to coordinate on HVA.

L. Dexter Fire Fighters' Association Report:

Andrews- We had annual elections. Andrews is still president; Boyce is Treasurer and Vice President is Jake Cassidy.

M. Non-Arranged Audience Participation:

None

N. Future Agenda Items – February 18, 2021

1. Review of By Laws
2. Webster Township Lease

3. Fire Code (August 2021)
4. Review of Fire Chief Smith's Policies (6)

O. Concerns of Fire Board Members:

Munzel- Thanked Jim for his leadership moving the contract negotiations and to Shawn for his support and work. Shout out to the union team.

Michels- Good job on everyone who worked on the contract. Also, has a good understanding of why certain apparatuses are placed where.

Ford- Fantastic to be a part of this board. Excited to get to know everyone.

Ratkovich- Thank Mark Ford for putting in his application. Thank everyone on their hard work. Looking forward to getting up to speed.

Westman- Nothing at this time

Keough- Welcome to Mr. Ford. Thank the chief for his role in the CBA process.

Seta- No additional concerns

Chief- If you have anything for the next meeting please get it to us as quick as possible. Thank you Mark for coming on board. Thank you to the board for allowing me to apply for the grants.

Adjournment: Chair Seta declared the meeting adjourned at 7:37P.M.

Respectfully submitted,

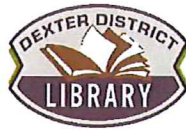
Dan Munzel, DAFD Secretary

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 21st day of January 2021, and that the forgoing minutes have been approved by a majority vote of the Board at a scheduled meeting held on the 18th day of February 2021.

Dan Munzel, Secretary, Dexter Area Fire Department Board

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Dexter District Library Board of Trustees

Meeting Minutes

January 4, 2021

7:00 p.m.

Members Present: Pat Cousins, Barbara Davenport, Jim LaVoie (arrived at 7:58 p.m.)
Rosemary Quigley, Sherry Simpson, Shelly Vrsek

Members Absent: Cassy Korinek, Donna Palmer

Others Present: Paul McCann, Library Director
Kim Swoverland, Recording Secretary

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 for additions/changes to the presented agenda. Cousins moved to approve the agenda as presented. Second by Quigley. A voice vote was taken. Aye=all, nay=none, absent=3. Motion carried.

Vrsek called for corrections to the minutes of the December 7, 2020 regular Board Meeting. No corrections were requested. A question was asked about how to identify unknown listeners for the Zoom meetings. McCann replied that members of the virtual audience only need to be noted if they participate in some way, such as asking a question or making a comment. There was an unidentified listener/observer in the virtual audience at the December 7, 2020 meeting, but because they did not participate, they do not need to be noted in the minutes. Simpson moved to approve the minutes from the December 7, 2020 regular Board Meeting as presented. Second by Cousins. A roll call vote was taken. Cousins=aye, Davenport=aye, Quigley=aye, Simpson=aye, Vrsek=aye, absent=3. Motion carried.

Public Comment: None.

Friends of the Library Report: McCann reported the Friends hosted their annual meeting via Zoom on the evening of Tuesday, December 8, 2020, at which they named their Volunteer of the Year Award to outgoing Membership Coordinator, Joelle Moroz. Amy Jerome will temporarily serve as both Membership Coordinator and Recording Secretary until a new Membership Coordinator is selected.

Treasurer's Report: McCann presented the Treasurer's report for December 2020. Balance Sheets and Statements of Operation were provided for the months of November and December 2020 for both 101 General Operations and 301 Debt Service. The paid bills for December 2020 were reviewed. Quigley moved to approve the bills paid during the month of December 2020.

Second by Davenport. A roll call vote was taken. Cousins=aye, Davenport=aye, Quigley=aye, Simpson=aye, Vrsek=aye, absent=3. Motion carried.

Michigan CLASS: End of the month statements for December 2020 were not available in the Board Packet due to the New Year's Holiday, but McCann noted the interest rates are very low.

Budget Changes: None.

Reimbursements: None.

Director's Report: The written director's report for December 2020 was reviewed.

Circulation Statistics: Statistics for December 2020 include:

December 2020	
Circulation Statistics	December
Adult Books	3162
Young Adult Books	392
Children's Books	3767
Magazines	30
DVD	1266
Books on CD	106
Music CD	311
Realia/Objects/Equip	36
Overdrive	3268
hoopla	1770
RBDigital mag/audio	359
Kanopy	894
Renewals via web	983
Auto-renewals	5650
In-House	4032
Total	26026
Library visits	2880
Reference questions	828
Items withdrawn	727
New items added	686
Total holdings	111007
New cards issued	36
Total card holders	11236
Internet usage	479
Museum/Park Pass	0
Web site visits	9228
Program attendance	479
Fax	17
ILL lent out	4059
ILL borrowed	4620
In-house renewals	144

LaVoie joined the meeting at 7:58 p.m.

Personnel / Anniversaries: Regarding anniversary dates of hire, McCann informed the Board the following staff members will be reaching their anniversary in the month of January 2021: Lisa Ryan, Head of Adult Services (11 years) and Mollie Hall, Youth Reference Librarian (4 years). No board action was necessary due to the Jan 2021 wage rate adjustment schedule presented later in the meeting. McCann asked for input as to this year's Director Evaluation process. Typically, the Director spends a great deal of time writing out the work that has been done, and future goals to accomplish, for the Board to review and evaluate. With the pandemic ongoing, the Board was in support of foregoing the usual evaluation process at this time. It was suggested the evaluation process could possibly occur later in the year, especially if the pandemic situation stabilizes.

2021 Wage Rate Adjustments: At the direction of the auditors, McCann presented the staff wage rate adjustments to be effective with the January 29, 2021 payroll. These adjustments were included within the budgeting process for the 2020-2021 fiscal year. It was noted that newly hired employees would see their wage rate increase take effect after they reach 1 year of employment. Simpson moved to accept the January 2021 Wage Rate Adjustments as presented. Second by Cousins. A roll call vote was taken. Cousins=aye, Davenport=aye, LaVoie=aye, Quigley=aye, Simpson=aye, Vrsek=aye, absent=2. Motion carried.

Items from Legislature and Local Municipalities: McCann reviewed recent updates to SB1108 which deals with the Open Meetings Act, allowing public bodies to continue to hold virtual meeting through March 2021. The Dexter Township Board of Review Change Summary was provided for the Board's information.

Committee Reports: There were no committee meetings since the Dec 2020 Board Meeting.

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, McCann provided a price quote for the project from Altech. McCann noted not only will the UV lights help to sanitize the air from viruses such as COVID-19, but it will also reduce bacteria and mold. The Board was in favor of pursuing the project. LaVoie moved to authorize McCann to enter into contract with Altech Mechanical for the installation of 4 UV lights into the HVAC air handling system, at a cost not to exceed \$12,500. Second by Quigley. A roll call vote was taken. Cousins=aye, Davenport=aye, LaVoie=aye, Quigley=aye, Simpson=aye, Vrsek=aye, absent=2. Motion carried.

The updated Holiday Pay Policy, last revised in 2007, was presented by the Policy Committee for its 2nd reading and possible approval. The policy eliminates the Sunday before Labor Day as a paid holiday, and introduces a new floating holiday. Questions were answered to the Board's satisfaction. Simpson moved to approve the Holiday Pay Policy as presented. Second by Cousins. A roll call vote was taken. Cousins=aye, Davenport=aye, LaVoie=aye, Quigley=aye, Simpson=aye, Vrsek=aye, absent=2. Motion carried.

Regarding Library services during the pandemic, McCann requested Board discussion and input as to making decisions for re-opening the Library for public access. It was noted Dexter Schools are planning to resume in-person learning during the month of January and that perhaps the Library should take a watchful stance to see how that goes. Board members expressed concern with not knowing the full impacts of virus spread from the Christmas and New Year's holidays and leaned toward a cautious approach. If conditions improve greatly in the coming weeks, the Board would be in favor of scheduling a special meeting toward the end of January for making re-opening decisions, otherwise Board consensus was to wait until the next regularly scheduled Board Meeting on February 1, 2021 before making any changes in Library services.

LaVoie exited the meeting at 8:41 p.m.

New Business: None.

Public Comment: None.

Board Member Comments: Appreciation and gratitude was expressed for the hard work the Library Director and all the staff are doing during these unusual circumstances.

Adjournment: Having completed all items on the agenda, the meeting was deemed adjourned by Board consensus at 8:43 p.m.

Respectfully submitted,



Barbara Davenport,
Secretary

Kimberly Swoverland,
Recording Secretary



**Portage-Base Lakes Area
Water & Sewer Authority**

At: Hamburg Township Hall Offices
10405 Merrill Road P.O. Box 726
Hamburg, MI 48139
810-231-5600

**AGENDA
Authority Board Annual Meeting
January 11th, 2021
8:00 PM
Electronic Meeting**

Please join the meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/673205301>

You can also dial in using your phone.

United States: [+1 \(408\) 650-3123](tel:+14086503123)

Access Code: 673-205-301

1. Call to Order
2. Adoption of Agenda
3. Call to the Public
4. New Business
 - A. Approve 2021-2022 Budget
 - B. Approve 2021-2022 Sewer Rate
 - C. Election of Officers 2021-2022
5. Call to the Public
6. Adjournment



**Portage-Base Lakes Area
Water & Sewer Authority**

At: Hamburg Township Hall Offices
10405 Merrill Road P.O. Box 726
Hamburg, MI 48139
810-231-5600

**AGENDA
Authority Board Regular Meeting
January 11th, 2021
7:00 PM
Electronic Meeting**

Please join the meeting from your computer, tablet or smartphone.
<https://global.gotomeeting.com/join/673205301>

You can also dial in using your phone.
United States: [+1 \(408\) 650-3123](tel:+14086503123)

Access Code: 673-205-301

1. Call to Order
2. Adoption of Agenda
3. Call to the Public
4. Correspondence
5. New Business
 - A. Variance for Sewer Tap – 4714-36-401-064 (Algonquin Dr)
6. Old Business
 - A. 11594 Algonquin – Water Meter
7. Reports
 - A. Operator's Report
 - B. Treasurer's Report
 - C. Superintendent's Report
 - D. Approval of the November and December Bills
8. Closed Session
 - A. Pump Station #21 Litigation
9. Approval of the November 16th, 2020 Regular Meeting Minutes
10. Next Meeting Date: Monday, March 15th, 2021
11. Adjournment



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



VIRTUAL Meeting Agenda

Thursday, February 18, 2021

8:00 – 9:00 A.M.

Please click the link below to join the webinar:

<https://washtenawcounty.zoom.us/j/97409720767?pwd=YmMvR3l0RmVxb3g5MlJ3YTdKTHhvQT09>

Passcode: 171087

Or Dial

US: +1 312 626 6799 Webinar ID: 978 3639 0467

Passcode: 171087

NOTICE: This meeting may be recorded.

I.	Call to Order Introductions / Roll Call	Lisa	8:00
II.	Approval of the Agenda	Barb	8:03
III.	Approval of December 17, 2020 Meeting Minutes Note: January 2021 meeting was cancelled	Barb	8:07
IV.	Welcome and Review Level setting for our new and returning BBTF members	Mel & Gary	8:10
V.	Updates		
	A. RDOF Award (Rural Digital Opportunity Fund)	Ben	8:15
	B. Back to School Hotspots	Gary	8:45
VI.	Action Items		
VII.	New Business		
VIII.	Old Business		
IX.	Township Updates		
X.	Public Comment		
XI.	Announcements		
XII.	Adjournment		9:00

NEXT MEETING: March 18, 2021 @ 8:00-9:00AM – Zoom format

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Washtenaw County Road Commission
Bi-Monthly Meeting of the Board of County Road Commissioners
March 2, 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, March 2, 2021, at 1 p.m.

Join the virtual board meeting by visiting 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/ for more information.

AGENDA

I. CALL TO ORDER & MOMENT OF SILENCE

II. APPROVAL OF AGENDA Page 1-2

III. ACCEPTANCE OF MINUTES (Action) Page 3-15

- A. Board Meeting Minutes of February 16, 2021
- B. Working Session Minutes of February 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 16-17**

V. COMMISSIONER AND STAFF FOLLOW-UP TO PUBLIC COMMENT

VI. NEW BUSINESS

- A. Consent Agenda Cover Page 18-21**
 - 1. 2020 Road Mileage Certification **Page 22-24**
 - 2. Dixboro Road Shared Use Trail, Phase 2 and Dixboro Road/Plymouth Road Right Turn Lane Projects – Construction Engineering **No backup**
 - 3. Managed Services Provider (MSP) – NetSmart Plus **Page 25-42**
 - 4. MDOT Signal Maintenance Cost Agreements..... **No backup**
 - 5. Payroll & Bills for February 17, 2021 **Page 43-48**
 - 6. US-12 & M-17 Improvements – KITS Center-to-Center Emergency Vehicle Preemption..... **No backup**

B. ACTION ITEM

- 1. Public Hearing Date for Changes to Permit Procedures and Regulations

VII. REPORTS

- A. County Commissioners Reports
- B. Road Commissioners Reports
- C. Managing Director Report
 - 1. Staff Report (February 8 - 21)..... **Page 49-55**

VIII. ADJOURNMENT

NEXT VIRTUAL BOARD MEETING: March 16, 2021 @ 1:00 P.M.
NEXT VIRTUAL WORKING SESSION: March 16, 2021 @ 9:00 A.M.

NEXT VIRTUAL CHAT WITH THE ROAD COMMISSION:
12:00 to 1:00 p.m.
March 3 – Commissioner Gloria Llamas
March 10 – Commissioner Jo Ann McCollum

Washtenaw County Road Commission
TOWNSHIP/STAFF REPORT
For the period of February 8 thru February 21, 2021
Board Meeting Date: March 2, 2021

TOWNSHIP REPORT

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

- Boom Mow – Huron River Drive

DEXTER TOWNSHIP

- Grind Stumps – Madden Road

LODI TOWNSHIP

- Boom Mow – Noble Road

NORTHFIELD TOWNSHIP

- Boom Mow – Earhart Road, Nollar Road, Northfield Church Road
- Grind Stumps – Barker Road

PITTSFIELD TOWNSHIP

- Roadside Debris – Platt Road

SALEM TOWNSHIP

- Roadside Debris – Dixboro Road

SALINE TOWNSHIP

- Cut Trees – Mohart Road

SCIO TOWNSHIP

- Boom Mow – Liberty Road

SUPERIOR TOWNSHIP

- Cut Trees – Barrington Drive, Dawn Street, Savannah Lane

WEBSTER TOWNSHIP

- Cut Trees – North Territorial Road

YORK TOWNSHIP

- Cut Trees – Bishop Road, York Terrace

YPSILANTI TOWNSHIP

- Roadside Debris – Huron Road

STATE TRUNKLINE REPORT

- Surface Maintenance – US-23

AFTER HOURS CALL-INS

- Debris in Roadway – 18
- Icy Roads – 5
- Pothole – 34

WINTER MAINTENANCE

- Crews Responded – 12 times
- Total Salt Used – 4,078 tons
- Total Abrasives Used – 718 tons
- Total Brine Used – 15,189 gallons

SHOP REPORT

Shop Repairs

- Work Orders Completed – 73
- New Tire Installation – 7 tires
- Tires Repaired – 13 tires
- Vehicles Serviced – 8

Equipment Repair

- RDS Body 708 – Replaced damaged section of flight chain
- RDS Body 780 and 790 – Replaced flight chains
- Scraper 530 – Replaced both lift cylinders
- Truck 393 – Replaced broken steer axle springs
- Truck 333 – Replaced the turbo speed sensor
- Plow 644 – Replaced the electrical pigtail
- Scraper 536 – Adjusted the scraper swing pressure
- Grader 464 – Welded the moldboard
- Truck 139 – Replaced the front brakes
- Truck 217 – Replaced the batteries

BUILDING & GROUNDS REPORT

Yard One

- Assisted in cleaning trench drains
- Garage maintenance
- Snow removal

Yard Two

- Installed safety shower in parking garage
- Continued with ceiling tile project
- Assisted in cleaning trench drains
- Rework electrical on south gate
- Installed paper towel holder

Yard Four

- Repaired fuel island cover
- Wrapped hot water pipes with insulation

Yard Six

- Repaired broken water pipe

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