

Diane Ratkovich
Supervisor
Michelle Stamboullis
Clerk
Maris Metz
Treasurer,
Jeffrey McDole
Karen Nolte,
Laura Sanders,
Karen Sikkenga,
Trustees

DEXTER TOWNSHIP

6880 DEXTER-PINCKNEY RD.
DEXTER, MI 48130
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www.dextertownship.org



**Regular Meeting of the Dexter Township Board
Tuesday, October 18, 2022 6:00 PM**

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

CALL to ORDER: Supervisor Ratkovich called the meeting to order at 6:00 PM.

PLEDGE of ALLEGIANCE: Recited by all.

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

Absent – McDole arrives at 6:09 pm.

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

SUPERVISOR'S REMARK/CONFLICT OF INTEREST:

Supervisor Ratkovich noted: a) Michigan 100 is honoring Dexter Area Fire Department Lt. Lee Root; b) the Dexter Senior Center is looking for a new facility and looking to form their own authority so they can apply for their own funding individually; c) ~~this will be Trustee Jeff McDole's last Board meeting;~~ d) the Dexter Township long-term budgeting process will start soon; e) Treasurer Metz read a response to posts in the local paper, under letter to the editor, regarding the financial and General Ledger issues the township is currently addressing. No Board conflicts of interest.

1st CALL TO THE PUBLIC:

Opened 6:10 PM

Bruce Hamilton, 11163 Patina Drive, Dexter

His questions were how much money the Open Space Committee has spent (Facebook reports hundreds of thousands), how much of the money was tax dollars and how much was donations [grants].

Supervisor Ratkovich said this was not the time to answer questions but if he left his email with David the answers and information would be emailed to him.

Closed 6:12 PM

APPROVAL of the AGENDA:

Motion by Metz to approve the agenda [as presented]. Motion second by Sikkenga. All ayes.
Motion carried.

APPROVAL of the MINUTES: September 20, 2022

Motion by Sikkenga to approve the minutes as presented. Motion second by Metz.

Discussion: Several Board meetings minutes currently on the Township website are not amended (some are drafts and not marked as such) and some minutes are not signed by the Clerk.

Vote: All ayes. Motion carried.

BOARD APPOINTMENTS:

- A. Accept Kimberly Marinelli resignation from the Planning Commission.
Motion by Nolte: so moved to accept her resignation effective immediately. Motion second by Metz. All ayes. Motion carried.
- C. Introduce and appoint Alicia Abbott to the Planning Commission for the term December 31, 2022 to December 31, 2025.
Alicia introduced herself as a resident of the township who move here in 2022. She thanked the Board for the opportunity to serve the community.
Supervisor Ratkovich states the motion: to appoint Alicia Abbot to the Planning Commission for the term December 31, 2022 to December 31, 2025. Nolte: so moved. Motion second by Metz. All ayes. Motion carried.
- B. Introduce and re-appoint Jim Lavoie from October 18, 2022 to September 30, 2026 [to the Dexter Library Board], and [introduce] and appoint James Estill from November 9, 2022 to September 30, 2026 [to the Dexter Library Board].

Jim Lavoie introduced himself and stated he was a 44-year resident and had served on the Dexter Library Board for 28 years and would enjoy reappointment to serving on the board.

Motion by Sanders to reappoint Jim Lavoie to the Dexter Library Board [for the term October 18, 2022 to September 30, 2026]. Motion second by Stamboulellis. All ayes. Motion carried.

James Estill introduced himself as a 10-year resident of Dexter Township.
Supervisor Ratkovich states the motion: to appoint Jamie Estill to the Dexter Library board [for the term October 18, 2022 to September 30, 2026]. Sikkenga: so moved. Motion second by Metz. All ayes. Motion carried.

ORAL REPORTS:

- A. Rana Emmons/2022 Audit Report
Rana Emmons was not present at the meeting, no audit report discussion.
- B. Planning Department Update/Director of Planning and Zoning – David Rohr
DPZ Rohr reported: a) The Steering Committee met in September, b) there were 457 respondents to the township survey, c) a draft of the Master Plan should be available the first of the year, d) digitalization of property files are almost completed, and e) Hillside Acres (Doletzky) will break ground this spring.
- C. Update on WWRA Board – Supervisor Diane Ratkovich

Supervisor Ratkovich thanked Facility Manager Marc Williams for all the work he has done. She stated that the film collection has been coordinated with Chelsea High School students as they are in a competition. A second orange film collection bin should be coming soon. She publicly asked people to stop leaving Styrofoam in the township parking lot as it is no longer collected and to bring their Styrofoam to the October 29th Clean Up Day at the township. She thanked everyone in the township for their responsible recycling in the green bins.

D. Clean Up Day at Dexter Township [October 29th 9AM – 12PM] – Trustee Karen Nolte Clean Up day will consist of collecting tires, electronics, scrap metal, Styrofoam, and document shredding. Currently there are 21 volunteers to assist. Most of the green recycle bins will be relocated to the LaFontaine lot, corner of N. Territorial and Dexter Townhall Road, for the day.

E. Election Update – Clerk Michelle Stamboulellis
Clerk Stamboulellis summarized: a) absent voter ballots were mailed September 29th, b) many people are coming in to spoil their ballots, c) the Election Commission (Supervisor, Treasurer, and Clerk) has met to approve election workers, d) all Election Notices have been published including the one announcing date and time for the Public Accuracy Test, e) new election equipment will be arriving before October 29th and will be configured by ITright, f) samples of the ballots are on the bulletin board in the township lobby as well as on the outdoor informational bulletin board.

ONGOING BUSINESS:

A. Snow Removal Bids & Contractor Questionnaire Answers – Supervisor Diane Ratkovich
Discussion: AK Lawncare was unaware they were to shovel around the recycle bins so they sent in a new quote. All quotes are close in amounts. Salisbury lives close to the fire station and will make that a priority.

Motion by Nolte to hire Salisbury Landscaping for the winter season of 2022 – 2023, to have a bid of totaling \$430 per push [with ice control]; \$135 for the fire station and \$255 for the township hall, salt extra. Motion second by Stamboulellis.

Roll Call Vote: Yea – Stamboulellis, Metz, Sikkenga, Sanders, McDole, Nolte and

Ratkovich;

Nays – None; Absent – None. Motion carried 7-0.

B. Update on Accountant/General Ledger – Supervisor Diane Ratkovich
Discussion: The Executive Committee met with a representative of Maner Costerisan and they submitted a proposal to a) review Dexter Township 2022/2023 budget in BS&A for compliance, b) review payroll disbursements April 1, 2022 – September 30, 2022 and recommend year-to-date correction with payroll service provider, c) review all accounts payable from April 1, 2022 – September 30, 2022, and d) review Dexter Township BS&A conversion documents and implement conversion to the new uniform chart of accounts. Due to cost the Committee reached out to an accountant ~~Clerk~~ from another township, who is familiar with BS&A and General Ledger, and she will be coming in for an interview. General Ledger needs to be mapped to the Budget.

Motion by Sikkenga to accept the Maner Costerisan proposal for Level 1 services, excluding point “B”, but including A, C, and D, for an amount not to exceed \$16,000.

Motion second by Sanders. Amendment: and authorize the Supervisor to sign the contract. Sanders seconded.

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

Nays – None; Absent – None. Motion carried 7-0.

Motion by Nolte to follow-through, and meet with Kim Haines and look at her as a potential, once this is corrected, that she can be a trainer and a maintainer, a bookkeeper. Motion second by Sikkenga.

Discussion: Kim can take us through the next six months, contracting with her on a weekly service or a monthly service. She can help maintain our General Ledger after it is cleaned up.

Motion withdrawn after further discussion. Sikkenga withdraws second to motion.

NEW BUSINESS:

- A. Decker Insurance Renewal/Adding Cyber Security Liability Insurance – Supervisor Diane Ratkovich

Motion by Sikkenga to approve our insurance renewal [with the Decker Agency] and add the Cyber Liability [to the contract]. Motion second by Stamboulellis.

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

Nays – None; Absent – McDole. Motion carried 6-0.

- B. 2023 Holiday Schedule – Supervisor Diane Ratkovich

Motion by Metz to approve the 2023 Holiday Schedule as presented. Motion second by Sikkenga. All ayes. Motion carried.

- C. Consideration of additional legal representation – Supervisor Diane Ratkovich

Motion by Nolte to move into Closed Session to discuss legal representation. Motion second by Sikkenga.

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

Nays – None; Absent – None. Motion carried 7-0.

Board entered Closed Session at 7:36 PM

Motion by Nolte to return to an Open Public Meeting. Motion second by Sikkenga.

All ayes. Motion carried.

The Board entered into Open Public Meeting at 7:56 PM.

Motion by Nolte to secure a new attorney, Bodman, thereby releasing Secret Wardle effective

immediately, and request Secret Wardle to release all township files over to Bodman, and to

authorize the Supervisor to sign a new agreement with Bodman as our new legal representation. Motion seconded by Sikkenga.

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

Nays – None; Absent – None. Motion carried 7-0.

D. Approval of funds to mail out midterm newsletter – Trustee Karen Nolte

Discussion: Cost for printing, folding and mailing is \$1,962.44. Choice of four-color or black and white. Trustees decided to newsletter needed to be in color. Frequency of newsletter.

Motion by Nolte to fund the newsletter in the amount of \$1,308. To color print and mail services for the first Township newsletter. Motion second by Metz.

Roll Call Vote: Yea – Stamboulellis, Sanders, Sikkenga, Nolte, McDole, Metz, and

Ratkovich;

Nays – None; Absent – None. Motion carried 7-0.

E. OSLP Environmental Assessment Monier & Hire Attorney Joseph Fazio – Trustee Laura Sanders

OSLP Consultant Barry Lonik presentation: State and Federal Grants are available for the Monier property; Due diligence, an appraisal was conducted, the survey was obtained by the landowners; and the next step is to get a Phase 1 Environmental Site Assessment. Barry has worked with ASTI Environmental previously and recommended the Board contract with them to do the assessment. Barry also stated the OSLP Committee needed legal representation and recommended an attorney he had worked with on land preservation, Joseph Fazio of Miller, Canfield, Paddock, and Stone Law in Ann Arbor. The timeline of PDR is about 3 – 4 months as funding partners have to be finalized, a purchase agreement drawn up, and a clean title on the property obtained.

Board Discussion: What is purchased? Answer: A conservation easement, not the physical property as the Monier's will continue to own the property and pay property taxes. If the property is sold what happens to the PDR? Answer: The conservation easement (PDR) goes with the property and will be honored by the new owners. Is this a farm? Answer: The acreage being set in a PDR is partially farmed, but doesn't have to be, with about 20 acres of woods. Is it required to preserve the woods and not cut the trees? Answer: Yes. In the easement the owners must have a forest management plan, from a registered forester, on file with the Township (grantee). How was the Monier property selected? Answer: Yes. This is Dexter Township's pilot conservation project. The Monier's had applied to the county program, directed to the natural areas committee for review/approval. Consultant Lonik was aware of this request and suggested the project to the OSLP Committee.

Motion by Stamboulellis to retain Attorney Joseph Fazio, a specialist in land preservation, to provide legal services to the OSLP Committee program. Motion second by McDole.

Roll Call Vote: Yea – McDole, Nolte, Metz, Stamboulellis, Sanders, Sikkenga, and

Ratkovich;

Nays – None; Absent – None. Motion carried 7-0.

Stamboulellis amendment to previous motion: to authorize Supervisor Ratkovich to sign the retainer of the attorney. Amendment second by McDole. All ayes. Motion carried.

Motion by Sikkenga to approve the OSLP Environmental Assessment [by ASTI Environmental] of the Monier property in the amount of \$2,400. Motion second by

McDole. Sikkenga amendment: and the Supervisor's authority to sign. Amendment second by McDole.

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

Nays – None; Absent – None. Motion carried 7-0.

On the record: When Barry Lonik was hired, Sikkenga tried to find competing professional service organizations that provided the same services and was told by the Legacy Land Conservancy, Botanical Garden and the city [Ann Arbor's natural areas manager] that there was no other firm providing that service in the area. Although there was not a competitive bid, there was due diligence validation by seeking information to justify hiring a single source contractor as there is no one else providing this service in Washtenaw County.

AUTHORIZATION of PAYMENTS – Treasurer Metz

Motion by Metz to approve payments for: General Fund \$355,108.06, Fire Fund \$89,877.61, Police Fund \$43,590.34, Open Space and Land Preservation \$2,298.86, Multi Lakes Enterprise \$5,241.25, Payroll \$33,068.35; for a grand total, including gross payroll, of \$529,184.47.

Motion second by Sanders.

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

Nays – None; Absent – None. Motion carried 7-0.

2nd CALL TO THE PUBLIC:

Opened 8:30 PM

Bruce Hamilton, 11163 Patina Drive, Dexter

He had been on Facebook reading comments regarding the chaos of the Board of Trustee Meetings. He had also reviewed previous board meetings on Livestream and noted that tonight the Board seemed more coalesced. He mentioned that there was a lack of information from the Board and the Land Preservation didn't make any sense.

Lois Beerbaum, 9897 Fleming Rd.

She commented that she was glad to see the community communication through a newsletter, she is happy to be an Election Inspector for the township, she looks forward to serving on the Township Board of Review, and that farmers pay too high of taxes.

Close 8:36 PM

OTHER ISSUES, COMMENTS and CONCERNS of BOARD MEMBERS & STAFF: No issues or comments.

FUTURE AGENDA ITEMS:

- i) Washtenaw County Police Service Contract expires 12/31/2022
 - ii) Millage renewal for police
 - iii) Millage renewal for fire
 - iv) What to do with the proceeds from the sale of the 6900 house
- added:
- v) Discuss creating a policy for threshold expenditures
 - vi) Discuss creating a policy for competitive bids

ADJOURNMENT:

Motion by McDole to adjourn the meeting. Motion second by Metz. All ayes. Motion carried. The meeting was **adjourned** at 8:38 PM.

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 18TH DAY OF OCTOBER 2022 AND THAT THE FORGOING MINUTES ARE THE APPROVED MINUTES FOR THE MEETING HELD ON THE 18, DAY OF OCTOBER 2022.

MICHELLE STAMBOULELLIS, CLERK, DEXTER TOWNSHIP