

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

# DEXTER TOWNSHIP

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

[www.dextertownship.org](http://www.dextertownship.org)



**Regular Meeting of the Dexter Township Board**  
**Tuesday, November 15, 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 6:02 PM.

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

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

Absent – None.

Also present: Alexandra Dieck, Attorney; Rana Emmons, Auditor; and Janis Miller, Recording Secretary.

**SUPERVISOR'S REMARK/CONFLICT OF INTEREST:**

Supervisor Ratkovich noted: **a)** a heartfelt thanks to all the election workers who committed their time to the election process and being a part of democracy in action. We had an excellent election; **b)** Election Challenger Susan Cooley called the township to say her experience at our township for the day was one of the best; the election was run very smoothly, she complemented the election workers on their knowledge and friendliness toward residents and she also complemented the residents on their happy demeanors of coming through the polls; **c)** newly elected Dexter Township Trustee Lonnie Scott will take his seat at the December Board meeting; **d)** Supervisor Ratkovich, on behalf of the Board, thanked departing Trustee Jeff McDole for his service on the Dexter Township Board; **e)** Supervisor Ratkovich apologized to the Precinct 2 Fire Station election workers and voters for the MLSW undisclosed construction happening at the Multi-Lakes office which limited parking; **f)** the Dexter Area Fire Board is considering purchasing an ambulance to better serve our community; **g)** Supervisor Ratkovich wished everyone a Happy Thanksgiving, noting the office will be closed Thursday November 24<sup>th</sup> and Friday November 25<sup>th</sup>; **h)** Office Manager Kim Jordan will retire on December 7<sup>th</sup>, a retirement party, everyone is invited, is scheduled on Friday, December 2<sup>nd</sup>, 4–7 pm; **i)** she asked the Trustees to start thinking about the next Budget cycle; **j)** Becky Beach, who has relatives buried at Four-Mile Cemetery wrote a letter thanking the township for the upkeep and restoring an original headstone. She also sent a \$500 check to offset the cost of the cemetery upkeep. **k)** the Annual Report for the Huron Waterloo Pathways Initiative is available; **l)** Mark Teicher, township resident and member of the Local Roads Committee, attended an EGLE Conference on Sustainability and brought back some free items that are on the back table. He will be writing a chapter on sustainability for the Master Plan; and **m)** Director of Planning and Zoning David Rohr is ill and not at the meeting tonight. No Board conflicts of interest.

**1<sup>st</sup> CALL TO THE PUBLIC:** No public comments.

**APPROVAL of the AGENDA:**

Clerk Stamboulellis requested the addition of an update on the Deputy Clerk position (added to New Business).

Motion by Nolte to approve the agenda as amended. Motion second by Metz. All ayes. Motion carried.

**APPROVAL of the MINUTES: October 18, 2022**

Motion by Sikkenga to approve the regular meeting minutes as amended. Motion second by Sanders. All ayes. Motion carried.

Motion by Nolte to approve the Closed Session minutes as presented. Motion second by Metz. All ayes. Motion carried.

**ORAL REPORTS:**

- a. Rana Emmons / 2022 Auditor Report  
Audit ends Fiscal Year March 31, 2022. The Township received an unmodified opinion which is a high level of opinion without disclaimers or affections, a clean audit. Dexter Township's basic financial statements comprise three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. Rana summarized findings in all three components and the answered questions from the Board members.
- b. New Legal Counsel – Alexandra Dieck  
Supervisor Ratkovich introduced Alexandra Dieck, of Bodman PLC, as the new Dexter Township Attorney. Alex then summarized some of her experience as an attorney for several townships and that she looked forward to working with Dexter Township. Supervisor Ratkovich suggested Attorney Alex Dieck help develop a social media Policy for Dexter Township.
- c. Election Update – Clerk Michelle Stamboulellis  
Clerk Stamboulellis handed out a timeline of the duties her office performed in preparation for the November 8<sup>th</sup> election. She voiced a quick caption of Election Day highlights and noted that the Dexter Township November 8, 2022 General Election was successful and certified by the Washtenaw County Board of Canvassers on November 14, 2022. Clerk Stamboulellis then shared concerns that need to be addressed before the 2024 election.
- d. Planning Department Update / Director of Planning and Zoning – David Rohr  
DPZ Rohr is not present tonight. The [Master Plan] Committee is working on what the chapters will look like before publishing, and then a public hearing will be scheduled. The [Master Plan] Steering Committee met yesterday and discussed Beckett and Raeder going into the local schools to talk about Dexter township.
- e. Single Hauler Next Steps – Trustee Karen Sikkenga  
Trustee Sikkenga started with an updated regarding the Roads Committee as it ties in with the single hauler proposal. The Committee has done pre-explorations and

preparation for setting priorities for the next year. Of most interest based on conversations are: 1) Communication and public education, 2) single-hauler, and 3) analysis of what the funding sources should be. The County Department of Public Works has received a grant to hire a consultant, to explore single-hauler and produce a package (including RFP's and ordinances) that townships can use if they are interested in single-hauler trash removal. Attorney Alex Dieck is familiar with the single-hauler issues and stated there are two State laws governing single-hauler waste management or solid waste management. She is willing to work with the committee and look over what the consultant produces. Regarding updating the quality of township roads: about \$800,00.00 was spent to address the tow five roads; there are 10 or 12 more roads that we have estimates on fixing in the future (at about 2 million dollars) and bringing all the roads up to good condition.

f. Summary of Clean-Up Day

Dexter Township Clean-Up Day was a success. Fourteen Hundred dollars (\$1,400) in donations, to cover costs, was collected from those using the service.

**BOARD APPOINTMENTS:**

a. Planning Commission Re-Appointments

i. Tom Lewis – December 31, 2022 – December 31, 2025

Motion by Metz to reappoint Tom Lewis to the Planning Commission for the term December 31, 2022 ending December 31, 2025. Motion second by Sikkenga. All ayes. Motion carried.

ii. Chandra Hurd – December 31, 2022 – December 31, 2025

Motion by Metz to reappoint Chandra Hurd to the Planning Commission for the term December 31, 2022 ending December 31, 2025. Motion second by Sikkenga. All ayes. Motion carried.

b. ZBA Re-Appointments

i. Beth Filip – December 31, 2022 – December 31, 2025

Motion by Stamboulellis to reappoint Beth Filip to the ZBA for the term December 31, 2022 ending December 31, 2025. Motion second by McDole. All ayes. Motion passed.

ii. Don Darnell, ZBA Alternate – December 31, 2022 – December 31, 2025

Motion by Metz to reappoint Don Darnell as alternate to the ZBA for the term December 31, 2022 ending December 31, 2025. Motion second by McDole. All ayes Motion carried.

**ONGOING BUSINESS:**

a. Update on Account/General Ledger – Supervisor Diane Ratkovich

Met today with the new accountants from Maner. They have a good idea of what is needed and have identified three things: 1) Entry from auditors need to be identified and entered into BS&A, 2) Cash disbursements and bank reconciliations need to be reviewed before they come back, and 3) Paychex needs to be updated within BS&A. Everything needs to be linked together. An accountant should check quarterly to make sure all is done correctly.

**NEW BUSINESS:**

- a. Approval of Washtenaw County Police Service Contract Expiring 12/31/2022 – Supervisor Diane Ratkovich  
Discussion: Three Deputies are contracted annually by Dexter Township for 24-hour coverage at a cost of \$624,660.00. The Police contract is a 5-year millage. A question as to what value are the residents getting for the money spent (what services received per activity in township). Washtenaw County Emergency Dispatch should be invited to come explain the services to the Dexter Township Board. When to ask the voters to renew the Police millage – possibly with the election in 2024.
- b. Update on WWRA – Supervisor Diane Ratkovich  
Discussion: Need to eliminate recyclers leaving Styrofoam in parking lot. Supervisor Ratkovich will make a sandwich board, and locate it next to the film collection, notifying people there is no Styrofoam collection. The Stamboulellis family would like to continue Styrofoam collections on Sundays but the Board agreed this is not a township function and disallowed it. The DART Styrofoam truck may return to the Chelsea location in March or April 2023. Trustee McDole said we need to steer people to a better solution rather than they leave the Styrofoam [when no one is there to physically handle the Styrofoam].
- c. What to do with proceeds for 6900 house – Supervisor Diane Ratkovich  
Discussion: Deferred until the Budget discussions as this money is in the Township General Fund and is not a revenue stream.
- d. Consideration of Adoption of Dexter Seniors Recreational Authority – Supervisor Diane Ratkovich  
Discussion: The Dexter Seniors Center will lose its home on December 31, 2023 as the space at the Encore Theatre will no longer be available. The Dexter Seniors have proposed developing an authority so they can raise funds on their own. Question of putting a millage on the ballot when only about 35 people in the township actually use the Dexter Senior Center. Suggested that Jim Carson [Interim Operations Manager] come and do a presentation on the Dexter Senior Center.
- e. Update on Deputy Clerk Position – Clerk Michelle Stamboulellis  
Clerk Stamboulellis asked the Board to reinstate the Deputy Clerk wages, through 2023, to restore credibility in the township. Discussion of cost for an accountant, with experience, versus a Deputy Clerk without experience. In regards to the Deputy Clerk's role and hours it was noted the Deputy Clerk does filing, two bill runs a month, and assigns general ledger numbers for about 10 hours a week. [The Deputy Clerk was also instrumental in getting the Absent Voter Ballots processed and in the mail and assisting the Clerk in running the General Election.] The consensus from the board was that if the Deputy Clerk's wages were zeroed out that person would leave and a new more capable person fill the position. By statute the Township Clerk must have a Deputy Clerk.

**AUTHORIZATION of PAYMENTS** – Treasurer Metz

Motion by Metz to approve payments for: General Fund \$33,725.68, Fire Fund \$89,652.91, Police Fund \$41,383.95, Open Space and Land Preservation \$3,335.00, Multi Lakes Enterprise



\$5,342.00, General Agency \$4,443.75 and Payroll \$40,982.41; for a grand total, including gross payroll, of \$218,865.70. Motion second by Nolte.

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

Treasurers report attached to the Board Packet.

Anticipated invoices received before the next meeting attached to the Board Packet.

**2nd CALL TO THE PUBLIC:** No public comments.

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

**Sanders** – The Open Space and Land Preservation Committee will give way to a Board in January or February. They are looking for residents to apply for positions on the new Board. The closing on the Monier property will be brought to the Township Board soon.

**McDole** – He thanked the board and said he has a better respect for township governance. He has pride in the Dexter Township Board and encourages all residents to participate. Jeff ended by wishing the Township Board well as they tackled the challenges in the coming year.

**FUTURE AGENDA ITEMS:**

- A. Report from Maner Costerisan on Accounting & General Ledger clean-up.
- B. Jeff McDole will look at the Sheriff's contract and report back to the Board in December.
- C. What to do with proceeds for 6900 house.
- D. Santec report [Multi Lakes].

**ADJOURNMENT:**

Motion by Nolte to adjourn the meeting. Motion second by Metz. All ayes. Motion carried. The meeting was **adjourned** at 9:09 PM.

Respectfully Submitted,



Michelle Stamboulellis, Clerk

Dexter Township

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I, THE UNDERSIGNED, MICHELLE STAMBOULELLIS, THE DULY QUALIFIED CLERK FOR THE TOWNSHIP OF DEXTER, WASHTENAW COUNTY, MICHIGAN, DO HEREBY CERTIFY THAT THE FORGOING IS A TRUE AND COMPLETE COPY OF CERTAIN PROCEEDINGS TAKEN BY THE DEXTER TOWNSHIP BOARD OF TRUSTEES AT A REGULAR BOARD MEETING HELD ON THE 15<sup>TH</sup> DAY OF NOVEMBER 2022 AND THAT THE FORGOING MINUTES ARE THE APPROVED MINUTES FOR THE MEETING HELD ON THE 15, DAY OF NOVEMBER 2022.

MICHELLE STAMBOULELLIS, CLERK, DEXTER TOWNSHIP