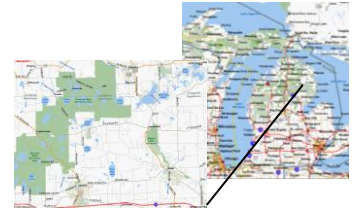


Diane Ratkovich
Supervisor
Michelle Stambouellis
Clerk
Maris Metz
Treasurer,
Lonnie Scott
Karen Nolte,
Laura Sanders,
Karen Sikkenga,
Trustees

DEXTER TOWNSHIP

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

**PUBLIC MEETING ON PROPOSED BUDGET FY 2023/2024
AND REGULAR MEETING OF THE DEXTER TOWNSHIP BOARD
TUESDAY MARCH 21, 2023 6:00PM**

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

CALL to ORDER: Supervisor Ratkovich called the Budget Public Hearing to order at 6:02 PM.

PLEDGE of ALLEGIANCE: Recited by all.

ROLL CALL: Present – Ratkovich, Stambouellis, Metz, Sanders, Nolte, Scott, and Sikkenga. Absent – None. Also present: Alexandra Dieck, Attorney; David Rohr, Director of Planning and Zoning, and Janis Miller, Recording Secretary.

FISCAL YEAR 2023/2024 OPERATING AND CAPITAL BUDGET PUBLIC HEARING

1st CALL FOR PUBLIC COMMENT:

Opened 6:03 PM

Lois Beerbaum, 9897 Fleming Rd.

She said she had attended the township coffee hour on Sunday, meeting both Trustee Nolte and Trustee Scott. Her concern was the new election process and the need to put more money in the budget to cover the changes.

Closed 6:04 PM

APPROVAL of the PUBLIC HEARING AGENDA:

Motion by Metz to approve the agenda as presented. Motion second by Sanders. All ayes. Motion carried.

PUBLIC HEARING FOR PROPOSED 2023/2024 BUDGET:

Motion by Sikkenga to approve the 2023/2024 Budget. Motion seconded by Metz.

Board discussion and comments:

Review of the budget corrections made at the March 14 Budget Workshop. Discussion of Property Tax Admin fee. Discussion of MI Class interest revenue for the Fire Fund, Police Fund, and General Fund. Discussion of amount in the Road Fund. Discussion of Planning and Zoning budget items specifically the Zoning Administrator's milage or car credit. Discussion of ARPA (American Rescue Plan Act) Fund regarding the Sewer Fund and Broadband infrastructure monies.

Trustee Nolte summarized the budget amendments:

- 1) Under the General fund, reduced the MI Class income to \$33,000.00 and then add \$15,000.00 to both Police and Fire MI Class revenues.
- 2) Reduced under Dept 400, Planning and Zoning, the 400-955-001 to \$2,000.00 away from the \$4,800.00.
- 3) Under the ARPA Funds, moved \$17,000.00 into the Sewer Fund to give a total balance of \$117,000.00. and
- 4) Increased the postage for the elections category by \$500.00

Motion by Sikkenga to amend the previous motion by amending the budget as summarized by Trustee Nolte. Amendments seconded by Metz.

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

2ND CALL FOR PUBLIC COMMENT: None.

OTHER ISSUES, COMMENTS AND CONCERNS OF BOARD MEMBERS & STAFF: None.

ADJOURNMENT:

Chairperson Ratkovich stated the motion to adjourn the Public Hearing.
Trustee Scott so moved. Motion seconded by Metz. All ayes. Motion carried.
FY 2023/2024 Budget Hearing closed at 6:37 PM.

**As there were two separate agendas presented tonight (Budget Public Hearing & Regular Meeting), the minutes will reflect a continuation from the Public Hearing to the Regular Board of Trustee Meeting in one document.

BOARD OF TRUSTEES REGULAR MEETING

CALL TO ORDER: Supervisor Ratkovich called the Regular Board Meeting to order at 6:37 PM.

CONFLICT OF INTEREST:

Treasure Metz stated that since her brother was her deputy, she would recuse herself from the board table for the discussion and vote on the Deputy Treasurer salary.
Clerk Stamboulellis also recused herself from the board table when the discussion and vote was for the Deputy Clerk salary as her deputy is her husband.

1st CALL FOR PUBLIC COMMENT:

Opened 6:39 PM
No public comments.
Closed 6:39 PM

APPROVAL of the REGULAR MEETING AGENDA:

Changes to the agenda presented for the regular meeting: add New Business D. Dexter Senior Center discussion.

Motion by Metz to approve the agenda [Regular Meeting] as amended. Motion seconded by Sanders. All ayes. Motion carried.

APPROVAL OF MINUTES: February 21, 2023

Discussion: Trustee Nolte questions the page 4 notation, within C. Update on Deputy Clerk, that stated the Deputy Clerk discussion would be added to New Business next month, which was not on tonight's agenda. Supervisor Ratkovich said it was part of the Resolution for Salaries and Wages. Trustee Sikkenga was concerned about the spread of misinformation regarding Terri Kleinschmidt's public comments to which Attorney Dieck suggested not deleting the comments but adding a clarification [which was done].

Motion by Sikkenga to approve the minutes as amended. Motion seconded by Sanders. All ayes. Motion carried.

ORAL REPORTS:

Planning and Zoning Updates – Director of Planning and Zoning David Rohr

The Master Plan Steering committee is having a final meeting next Monday. A draft will be distributed to the Planning Commission around April 10th. The Planning Commission will be meeting in April, May, and June to review the Master Plan and then they will send their recommendations to the Township Board for the statutory review period. The ZBA met last month and will be meeting again in two weeks. The Chelsea Area Construction Agency met, they are doing well with over 2,200 permits in 2022, and they are working on internal budgeting and personnel policies. Treasurer Metz inquired about community outreach regarding the Master Plan and how to organize. DPZ Rohr stated that during the statutory review period there would be several public engagement opportunities.

NEW BUSINESS:

A. Nature's Preserve Development & Private Road Maint. Agreement – Supervisor Ratkovich

DPZ Rohr summarized the Open Space Community development on approximately 40 acres, with 20 acres of open space. The development was approved by the Planning Commission in January of 2020 and the developer plans to expedite the three proposed phases. It is a final approved site plan with all the homes tapping into Multi-Lakes Sewer and Water. As this development is next to the MLSWA property, Trustee Nolte was concerned about the odor and resident complaints to the township. She asked if the decision could be tabled until language was added to the Development Agreement holding the Township and MLSWA not liable for odor mitigation. Attorney Dieck said it was a reasonable request and general release language is appropriate for this Development Agreement with a suggestion that the developer add it to the Master Deed. If after review the developer does not agree with the language, it can be brought back to the Township Board next month. Trustee Sikkenga's concern was that prospective buyers were aware that it is a private road and not eligible for public funding for repair or maintenance. Attorney Dieck said it was part of the private road maintenance agreement before the Board tonight as well as being stated in their Master deed.

Motion stated by Supervisor Ratkovich to approve the Dexter Township Development Agreement with Nature's Preserve subject to the agreement to hold harmless, and release Dexter Township and Multi-Lakes per our township attorney's document. Scott so moved. Motion seconded by Metz.

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

Motion stated by Supervisor Ratkovich to approve the Private Roadway Easement, Maintenance and Improvement Agreement. Metz so moved. Motion seconded by Scott.

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

- B. Update on Fee Schedule – Director of Planning & Zoning David Rohr
DPZ Rohr stated there were two changes to the Fee Schedule; a Major Zoning Permit went from \$80 to \$85 and a Minor Zoning Permit went from \$35 to \$40. The WWRA Debt fee was also updated. Discussion on whether the township fees covered costs. Fees will be updated on March 31st.

Motion by Nolte to approve the new fee schedule as presented. Motion seconded by Metz.

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

- C. Letter to DTE – Trustee Lonnie Scott
Trustee Scott wrote the letter that is in the Board packet. He read the letter. Discussion included statements that DTE answers to their shareholders and provide shareholders profits instead of providing their customers with power. Also discussed was the lack of investment in the grid over at least three decades. Trustee Sikkenga requested the letter also be sent to the MPSC (Michigan Public Service Commission) and other local officials to encourage them to write a similar letter to DTE.

Motion by Sikkenga to approve the letter for distribution to DTE, the MPSC, and any other local jurisdictions we want to share it with. Motion seconded by Sanders. All eyes. Motion carried.

- D. Dexter Senior Center discussion
Supervisor Ratkovich received a letter from Dexter Senior Center's Jim Carson. Congresswoman Debbie Dingle had contacted him regarding a 9-million-dollar Federal Grant. He was looking for a letter of support from the Dexter Township Board to include in their application package. They are looking for the school district to purchase the Dexter Wellness Center and turn it into a multigenerational facility which would also house the senior center. They are also looking to apply for a 7-million-dollar State Grant. Trustee Sikkenga, on behalf of the Board and Road Committee, submitted an application for the Grant, without Board approval, due to the application's deadline being Monday, March 20th. Her application was for funding to pave Wylie and Huron River Drive, two roads with more than five hundred daily users. If they come back saying it's an eligible project, then the trustees will go through a formal approval process. This is a yearly community funding project.

Motion by Sanders to sign the letter of support for the Senior Center Grant. Motion seconded by Stamboulellis. All ayes. Motion carried.

RESOLUTION DISCUSSION:

A) WWRA Debt Fees for New Dwellings - Resolution #23-661

Discussion: WWRA has two fees; one is a Debt Service Fee and the other is an Operation Fee. This resolution is for a one-time fee of \$96 for single unit residential construction. The Debt Fee changes every year whereas the Operating Fee stays the same.

Motion by Sikkenga to approve the WWRA Debt Fees for New Dwellings. Motion seconded by Metz. All ayes. Motion carried.

B) 2024 General Appropriations Act - Resolution #23-662

Discussion: This [supports] the Budget that was approved earlier. Under Estimated Revenue add a line for Open Space (voter approved millage). Under Estimated Operating Expenditures add a line for ARPA, reduce the General Fund, adjust the Fire Fund, and adjust the Open Space Land Initiative Fund. Under Estimated Transfers change the Fund Balance from #245 to #101, change the name to General Fund Balance and make the transfer a negative amount for both the General Fund and the Fire Fund. Under the Estimated Capital Expenditures change the Opens Space Land Initiative Fund dollar amount and add #285 for ARPA Expenditures.

Motion by Sikkenga to approve the General Appropriations Act as amended. Motion second by Metz.

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

C) Treasurer Salary – Resolution #23-663

Discussion: Trustee Sikkenga asked for a benchmark study of executive Salaries, and suggested 6% across the board raises (matches CPI) with an adjustment to market value later. Trustee Scott said he would like to see supporting documents for raises and agreed with an adjustment later.

Motion by Nolte to approve Resolution #23-663, to increase the Township Treasurer's salary to \$40,549.00. Motion second by Sanders.

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

D) Clerk Salary – Resolution #23-664

Motion by Sikkenga to adjust the salary to \$40,549.00. Motion second by Sanders.

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

E) Supervisor Salary – Resolution #23-665

Motion by Scott, move Dexter Township Resolution #23-665 to establish the salary for the Township Supervisor at \$40,549.00. Motion second by Metz.

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

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

F) Trustee Salary - Resolution #23-666

Discussion: Adjustment to Resolution language that the total budgeted for Trustee's salary is \$25,657.00 with each Trustee's yearly salary of \$6,414.25.

Motion stated by Supervisor Ratkovich to approve Dexter Township Resolution #23-666, increasing the Trustee's salary to \$6,414.25 annually. Metz so moved. Motion second by Sikkenga.

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

G) Staff Salaries & Hourly Wages – Resolution #23-667

Both Clerk Stamboulellis and Treasurer Metz were absent from the Board table for the discussion and voting.

Discussion: Minimum wage is \$10.10 an hour. Trustee Sikkenga proposed a monthly salary for the Deputy Clerk, instead of an hourly wage, and recommend it be retroactive to August [2022], with a lump sum payment of \$9,100.00 (\$1,300.00 per month for seven months). Trustee Scott proposed a middle of the road approach with a suggestion of \$15.00 an hour (to preserve dignity) for 20 hours week, and doing the back pay at minimum wage as that is where the issues were. New suggestion of back pay at \$10.10 an hour, for a total of \$6,220.00, and going forward \$15.00 and hour for a maximum of 20 hours a week.

Motion by Sikkenga to approve Dexter Township Resolution #23-667, for merit increases to set salaries, hourly wages, milage reimbursement and other compensation for Township employees as amended: to reduce the Office Manager's contribution toward MERS from 6% to 4%, and to add the Deputy Clerk's retroactive payment of \$6,222.00 [Nolte interjected keeping it at \$15.00 referring to the Deputy Clerk's hourly wage]. Motion seconded by Sanders.

Roll Call Vote: Yea – Sanders, Sikkenga, Scott, and Ratkovich;

Nays – Nolte; Absent – None. Motion carried 6-1.

AUTHORIZATION of PAYMENTS – Treasurer Metz

Motion by Metz for the authorization of payments in the amounts of: General Fund \$26,108.44, Police Fund \$45,121.43, Fire Fund \$97,654.91, Open Space and Land Initiative Fund \$1,317.74, Payroll \$33,368.63, ARPA \$37,500.00, and General Agency \$990.00; for a grand total of \$242,061.15 that includes gross payroll. Motion second by Scott.

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

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

2nd CALL TO THE PUBLIC:

Opened 8:31 PM

Lois Beerbaum, 9897 Fleming Road

She commented, regarding the Senior Center, that what she heard at the Dexter forum last Saturday was her impression was that they were looking at the Wellness Center [which is for sale] and if the grant didn't come through, they would be in trouble. She also had a question about the Deputy Clerk and asked for clarification on the \$30,000.00 a year for a bookkeeper, and asked if it was the same person who is going to be Deputy Clerk? Trustee Nolte responded that it was contracted services. Then she wanted to know if the Deputy Clerk takes care of the elections only? No answer as this is not a time for Board members to respond in public comment.

Felicia Abbott, 10833 N. Territorial

She appreciated the Board taking care of the Deputy Clerk situation. As a taxpayer it bothered her that it came up every month. Fifteen dollars a month is not a lot of money, she believes everyone has value, and one area where mistakes are made cancels out everything that a person does within their job. She suggested revisiting that pay structure.

Closed 8:34 PM

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

Sanders: She had received an email regarding Monarch Butterfly Preservation and thought the township should pursue it, commit to it. Trustee Sikkenga suggested this should be addressed by the Land Preservation Board as it is a commitment to preserving open space.

Sikkenga: She asked Supervisor Ratkovich to read the letter she had sent to the Trustee's, as it was knowledge that should be shared with the public.

Supervisor Ratkovich: She read her letter of resignation effective May 12th. She said she was not prepared to read the letter tonight as she wanted the Board to discuss transition and the best way to make it happen.

Nolte: She said the decision needed to be made public and thanked Diane for the transition time.

Treasurer Metz: She said she supports and respects Diane's decision, as it is a hard job and sometimes not what you expect.

Scott: He thanked Diane and noted the Board has done a lot of great things.

FUTURE AGENDA ITEM: Social Media Policy

ADJOURNMENT:

Motion by Nolte to adjourn the meeting. Motion second by Metz. All ayes. Motion carried. The meeting was **adjourned** at 8:48 PM.

Respectfully Submitted,

Michelle Stamboullis, 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 SPECIAL BUDGET WORKSHOP BOARD MEETING HELD ON THE 21ST DAY OF MARCH AND THAT THE FORGOING MINUTES ARE THE DRAFT MINUTES FOR THE MEETING HELD ON THE 21ST, DAY OF MARCH 2023.

MICHELLE STAMBOULELLIS, CLERK, DEXTER TOWNSHIP