

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

DEXTER TOWNSHIP

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www.dextertownship.org

REGULAR MEETING OF THE DEXTER TOWNSHIP BOARD
TUESDAY APRIL 18, 2023 6:00PM

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, Stamboulellis, 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.

SUPERVISOR'S REMARK/CONFLICT OF INTEREST:

Supervisors Comments: 1) Thanked everybody who was here from the community tonight, 2) Two weeks ago the Dexter Area Fire Department had a Strategic Planning Meeting led by Lonnie Scott, 3) We will be joining with Webster Township to improve the culvert on Huron River Drive and N. Territorial, near Bullion Sales, we've applied for a grant to cover some of the cost, 4) Kudos to Marc Williams, Facility Manager at WWRA, for the Sun Times News article, 5) As this is her last meeting as Supervisor, Diane thanked the community members, board members, and staff for supporting her.
No Board members had a conflict of interest.

1st CALL TO THE PUBLIC: Opened 6:03. No public comments.

APPROVAL of the AGENDA:

Discussion: Change #7. B to Chelsea Senior Center, and add #10. D Budget amendment for MERS.

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

APPROVAL of the MINUTES:

Motion by Metz to approve the Board of Trustees Budget Workshop Meeting minutes of March 14th, as presented. Motion second by Scott. All ayes. Motion carried.

Motion by Sikkenga to approve the Board of Trustees Public Hearing on the Budget and the Regular Board of Trustees Meeting minutes of March 21st, as amended. Motion second by Metz.
Discussion: Page 6, item G. Staff Salaries and Hourly Wages; Comment about *Trustee Sikkenga proposed a monthly salary for the Deputy Clerk* and then *Trustee Scott proposed a middle of the road approach with a suggestion of \$15.00 an hour*; striking the middle of the road approach and leave it at suggested \$15.00 an hour. Page 7 change Felicia Abbots comment about \$15.00 a month to \$15.00 an hour. All ayes. Motion carried.

Motion by Nolte to approve the Board of Trustees Special Meeting minutes of January 31st, as presented. Motion second by Metz. All ayes. Motion carried.

COMMUNITY COLLABORATION:

A. DTE Representative – Molly Lumpert-Coy, Regional Manager

Molly introduced her Associate Regional Manager Jamal Robertson. She then explained the DTE response to the recent ice storm (with over 10,000 downed lines) and discussed the changing weather patterns affecting power outages. Molly also stated that DTE was investing 17.5 million dollars in Dexter Township. She said they were instituting a shorter cycle of tree trimming from 10 years to 5 years and updating with new software in the automated customer support system.

Q & A from the Board:

Trustee Sikkenga asked about the Public Service Commissions role.

Trustee Scott said the PSC responded today and gave him a [complaint] case number, of which he will pursue.

Trustee Nolte inquired about the media reports of DTE cuts in personnel and the inability of residents to get an accurate report of when the power was scheduled to come back on.

Molly Lumpert-Coy responded that DTE has a new outage map (which they are still working out the bugs) and a more strategic map.

Trustee Sanders asked about prioritizing vulnerable citizens who are without power.

Molly Lumpert-Coy responded that she works with Emergency Management in the counties.

Molly Lumpert-Coy said she had sent an email to the Supervisor.

Trustee Scott asked how the \$35 credit was determined as his family had lost hundreds of dollars in refrigerated foods.

Molly Lumpert-Coy stated the \$35 credit was for electricity only, they do not reimburse for food loss.

B. ~~Chelsea Library~~ Senior Center– Bill O'Reilly

Jerry Wilczynski, Chelsea Senior Center Board Chair thanked Dexter Township for their ongoing contribution to the Chelsea Senior Center. (Jerry was a Trustee on the Chelsea District Library Board and since the CDL Mobil van's purpose is to also reach rural senior citizens). He said that they were reaching out to the community with the new CDL Mobile van, creating memory care and respite opportunities.

Bill O'Reilly, Director of the Chelsea Center said that 10% of their membership was from Dexter Township. Meals on Wheels in Dexter Township is administered by the Dexter Senior Center. Although they focus of seniors, there is no age limit to join Chelsea Senior Center, and they offer approximately 250 different activities each month. Bill was asking the Dexter Township Board if they would consider increasing their contribution from \$3,000 to \$4,000, which was already in the FY 2023/2024 Budget.

C. ~~Dexter Senior Authority~~ Center – Gordon Smith

Executive Director Gordon Smith said he has been with the organization for 105 days and is eager to engage the community and local business/community leaders. The Dexter Senior Center is looking for a new space as their lease is expiring in 2024. The Dexter Senior Center is for local seniors and Gordon is looking to grow, provide more services, and partner with local businesses for the benefit of those seniors. The Dexter Senior

Center is not supported by a millage so he is looking to the Dexter Township Board to increase their contribution to \$9,000.

- D. Planning, Zoning & Single Hauler Update – Director of Planning and Zoning David Rohr
The draft of the Master Plan was sent to the Planning Commission for review. At their meeting next week, they will establish work sessions for the review. Theo Eggermont, Washtenaw County Director of Public Works, is hiring a consultant to draft a model program to move away from subscription hauling services.

BUDGET CONSIDERATIONS:

- A. Dexter Senior Authority Center

Supervisor Ratkovich wanted to hear from Chief Armstrong first so the Dexter Senior Center is addressed after “B”.

- B. Dexter Area Fire Department – ARPA Distribution

Chief Doug Armstrong shared details of the aging firetrucks, lack of a second firefighter at Station 2, the increase in calls, and the need to improve the health of firefighters through detoxification. Chief Armstrong invited Northfield Township to bring, display, and answer questions regarding the UTV used by firefighters. Chief Armstrong also presented evidence that a sauna to detoxify firefighters after returning from a fire would improve their health.

Motion by Scott to approve the allocation of \$60,903.00 from ARPA funds, to the Dexter Area Fire Department, for purchase of a UTV, Trailer, and Detoxifying Sauna at Station 2. Motion seconded by Stamboulellis.

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

- A. Dexter Senior Authority Center

Motion by Sikkenga to approve an additional \$5,000 contribution to Dexter Senior Authority [Center], and amend the FY 2023/2024 Budget accordingly. Motion seconded by Sanders.

Discussion: The conversation today was more thorough, more thought out, and with better numbers than the previous discussion. Dexter Township makes up about 15% of membership of the Dexter Senior Center, and as such 15% of the Centers Budget would be a \$30,000 contribution. Webster Township is in discussion of contributing a one-time amount of about \$82,000 instead of approving the Recreation Authority. Other municipalities are discussing one-time large contributions.

Sikkenga amends motion to specify that the source of funds, for the \$5,000 appropriation, will be from ARPA Funds. Sanders seconds amendment.

Discussion: The ARPA budget amendment will reflect the \$5,000 contribution, and the General Fund will remain untouched at the annual \$4,000 contribution, for a total contribution this year of \$9,000.

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

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

C. Approval of WCRC (Washtenaw County Road Commission) Contract

Supervisor Ratkovich states the motion: To approve Washtenaw County Road Commission agreement for \$643,688.00 to repair & improve roads, and to approve Supervisor Ratkovich to sign 2023 Dexter Township agreement. So moved by Metz. Seconded by Scott.

Discussion: Trustee Sikkenga, member of the Roads Committee, shared detail of the forestry funds as “not to exceed” amount.

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

D. Update Cash Flow Analysis & Investment Plan – Treasurer Maris Metz

Treasurer Metz said last year she did a cash flow analysis with Matt Horning, a contractor with the Woodhill Group. He is fast, efficient, with 30 years’ experience in municipal government investments. She is looking for longer term investments with Multibank, who did a presentation to the Board last year. Treasurer Metz is looking for Matt’s assistance in reevaluating funds again, looking at the budget with regards to where we are going and where we can invest for longer term.

Supervisor Ratkovich states the motion: To approve the hiring of Matt Horning with The Woodhill Group for cash flow analysis for FY 2022/2023 and investment plan for FY 2023/2024, with a cost of no more than \$5,000.00. Nolte so moved. Seconded by Sanders.

Discussion: This analysis will be done at a flat rate of \$5,000. The investment policy allows for investments approved by the Executive Team without returning to the Board for approval.

Supervisor Ratkovich said to add to the motion; to allow the Supervisor to sign the contract. Attorney Dieck suggested adding subject to attorney review approval.

Motion restated with amendment by Supervisor Ratkovich: To approve hiring of Matt Horning with The Woodhill Group for cash flow analysis for FY 2022/2023 and investment plan for FY 2023/2024, with a cost of no more than \$5,000.00, having Attorney approval of contract before allowing Supervisor to sign the contract.

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

OLD BUSINESS:

A. Discussion to rescind & set new policy for BOT vacancy – Clerk Michelle Stamboulellis
Motion by Metz to rescind the last policy that we created, according how we proceed with vacancies in Dexter Township. Motion seconded by Stamboulellis.

Discussion: Lack of clarity in previous policy motion. Transparency by opening the position to all Dexter Township residents. Time for the current Supervisor to train next Supervisor. Schedule to place notice in paper and conduct interviews. Continuity of appointing a Board member. Michigan Law governs resignations and appointments. It is

a fair process as ultimately the Board of Trustees vote on a candidate. Future agenda to write, and approve, a policy to fill Board vacancies. The need to call a Special Meeting to conduct interviews.

Roll Call Vote: Yea – Stamboulellis, Metz, Scott, Sikkenga, and Ratkovich; Nays – Nolte and Sanders; Absent – None. Motion carried 5-2.

8:37 PM Recess

8:43 PM Back on Record

B. Supervisor resignation

Motion by Sikkenga to accept the Supervisor's resignation, effective as of ~~April 2023~~ **May 12, 2023**. Motion seconded by Metz. All ayes. Motion carried.

Discussion: Timeline for applications, interviews, and decision by the Board of Trustees. The Board has 45 days from the effective date of resignation, May 12th, to appoint a new Supervisor. Hold a Special Meeting to interview candidates. Timeline for accepting applications.

Motion by Nolte to open this up to the public, to advertise for a Supervisor position, and we will hold interviews on May 16th at the Board of Trustees' meeting, 6 o'clock.

Motion seconded by Stamboulellis.

Discussion: Not comfortable with timeline. Gap in time without Supervisor. Scheduling interviews earlier. Nolte rescinds her motion. Board is ready to get back to the township business. Need for a policy that has longevity, not policy made on the fly. Supervisor Ratkovich has agreed to train the next Supervisor, even after she has left the position.

RESOLUTIONS:

Restated motions, from March BOT meeting, that did not contain approval of resolutions.

A. WWRA Debt Fee – Resolution #23-661

Supervisor Ratkovich states the motion: To accept Resolution #23-661, for the WWRA Debt Fee retroactive to March 21st. So moved by Scott. Seconded by Sikkenga. All ayes. Motion carried.

B. General Appropriations Act – Resolution #23-662

Supervisor Ratkovich states the motion: To accept Resolution #23-662, for the General Appropriations Act retroactive to March 21, 2023. So moved by Metz. Seconded by Scott. All ayes. Motion carried.

C. Clerks Salary – Resolution #23-664

Supervisor Ratkovich states the motion: To accept Resolution #23-664, for the Clerk's salary retroactive to March 21, 2023. So moved by Metz. Seconded by Sanders. All ayes. Motion carried.

D. MERS Budget Amendment

Supervisor Ratkovich states the motion: To amend budget line 101294725002, the retirement plan from zero to \$24,000 for the year. So moved by Metz. Seconded by Sikkenga.

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

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

AUTHORIZATION of PAYMENTS – Treasurer Metz

Motion by Metz for the authorization of payments in the amounts of: General Fund \$27,669.50, Police Fund \$44,344.43, Fire Fund \$8,059.91, Open Space and Land Initiative Fund \$2,440.48, Payroll \$40,375.31, and General Agency \$100.00; for a grand total of \$212,989.63 that includes gross payroll. Motion second by Nolte.

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

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

2nd CALL TO THE PUBLIC:

Opened 9:20

Marty Straub, 13131 Island Lake Road

He thanked Diane Ratkovich for serving as Supervisor and noted he appreciated her leadership and efforts she's put in, really enjoyed working with her and wishing her the best.

OLD BUSINESS: continuation

Discussion: Must resolve and plan for replacing the Supervisor. Putting notice in paper and give it at least a week.

Motion by Sanders to put a notice in the paper immediately, get it advertised, post it on our website; we call a Special Meeting ~~either the evening of May 6th or May 7th~~, the evening of May 7th at 6pm,

Restated motion by Sanders: Motion to put a notice in the paper advertising the position of Supervisor, as soon as possible; and those applicants, should anyone apply, we'll have a Special Meeting on the evening of May 7th, at 6 o'clock, to interview applicants.

Discussion: What's the deadline for the applications? Add the checking of references. Also interview any applicants from the Board on that day. Not happy with writing a motion as we go. Developing a process as the motion is being written. Sanders rescinds her motion.

Motion by Sanders to post the Supervisor position on our website and in the press immediately; cutoff date for applications will be May 3rd; we will hold a Special Meeting on May 7th at 6 o'clock to interview all applicants; we will check references of the priority candidates; at our May 16th BOT meeting we will vote on a new Supervisor. Motion seconded by Stamboulellis.

Discussion: Board of Trustees receiving applications prior to the May 7th interviews. Weeding out candidates prior to interview by checking references.

Amendment to motion by Sanders: take out the statement "check references of priority candidates". Stamboulellis accepts the amendment. All ayes. Motion carried.

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

None.

FUTURE AGENDA ITEMS:

- I) Millage renewal for Police and Fire

ADJOURNMENT:

Motion by Nolte to adjourn the meeting. Motion seconded by Metz. All ayes. Motion carried. The meeting was **adjourned** at 9:33 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 SCHEDULED MEETING HELD ON THE 18TH DAY OF APRIL AND THAT THE FORGOING MINUTES ARE THE APPROVED MINUTES FOR THE MEETING HELD ON THE 18TH, DAY OF APRIL 2023.

MICHELLE STAMBOULELLIS, CLERK, DEXTER TOWNSHIP