

Karen Sikkenga  
*Supervisor*  
Michelle Stamboulellis  
*Clerk*  
Maris Metz  
*Treasurer,*  
Karen Nolte,  
Laura Sanders,  
Lonnie Scott  
*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 JUNE 20, 2023 6:00PM**

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

**CALL to ORDER:** Supervisor Sikkenga called the meeting to order at 6:02 PM.

**ROLL CALL:** Present – Supervisor Sikkenga, Clerk Stamboulellis, Treasurer Metz, Trustee’s: Sanders and Nolte. Absent – Trustee Scott. Also present: Attorneys Alexandra Dieck and Sinead Redmond; and Janis Miller, Recording Secretary.

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

**CALL for PUBLIC COMMENTS on AGENDA ITEMS:** Opened 6:05 PM. No public comment.

## **CONSENT CALENDAR:**

- a) Approval of Agenda
- b) Approval of two Fireworks Permits: North Lake and Portage Lake
- c) Approval of Committee Appointments through October 31, 2024 (end of Trustee term of office)
  - i) Karen Sikkenga to the Dexter Area Fire Board
  - ii) Karen Sikkenga to the Washtenaw Area Transit Study (WATS)
  - iii) Lonnie Scott to the SE Michigan Council of Government
  - iv) Michelle Stamboulellis to Western Washtenaw Recycling Authority
- d) Approval of transactions; acknowledgement of Receipt of General Ledger Reports

Motion by Treasurer Metz to approve the Consent Calendar as presented. Motion seconded by Trustee Sanders. All ayes. Motion approved.

## **ACTION ITEMS:**

a) Approval of Minutes: May 16, 2023 and May 24, 2023. Motion by Treasurer Metz to approve the minutes of May 16, 2023 as presented. Motion seconded by Trustee Nolte. All ayes. Motion approved. Motion by Treasurer Metz to approve the minutes of May 24, 2023 as presented. Motion seconded by Trustee Sanders. All ayes. Motion approved.

b) Farmland and Open Space Committee Board  
[moved down agenda awaiting FOSP Board Consultant Lonik to arrive]

c) Appointment of Trustee (Resolution #670) Discussion of criteria for evaluating candidates. Motion by Trustee Sanders to appoint Gretchen Driskell as our Trustee [to fill the vacancy on the Board]. Motion seconded by Treasurer Metz.

Roll Call Vote: Yea – Clerk Stamboulellis, Trustee Nolte, Treasurer Metz, Trustee Sanders, and Supervisor Sikkenga; Nays – None; Absent – Trustee Scott. Motion carried 5-0.

b) Farmland and Open Space ~~Committee~~ Board [Consultant Lonik arrived at 6:19 pm] Motion to approve the bylaws of the Farmland and Open Space Board. Motion by Treasurer Metz to approve the Bylaws [for the Farmland and Opens Space Preservation Board] as presented. Motion seconded by Trustee Sanders. Discussion regarding attendance and missing meetings. Amended motion: To approve the Bylaws [ for the Farmland and Open Space Preservation Board [ with an edit [to Section III Membership: 3. Attendance] – striking the statement “without informing the Chair in advance of the meeting”.

Roll Call Vote: Yea – Clerk Stamboulellis, Trustee Nolte, Treasurer Metz, Trustee Sanders and Supervisor Sikkenga; Nays – None; Absent – Trustee Scott. Motion carried 5-0.

c) Motion to approve property appraisal Discussion of specific property scoring and land features. Motion by Trustee Sanders to allocate funds for the appraisal as recommended by the Land Preservation Board. Motion seconded by Clerk Stamboulellis. All ayes. Motion approved.

d) Community Engagement Motion to approve Community Engagement calendar for June 2023 to November 2024 Supervisor Sikkenga asks for a motion to approve the Community Engagement calendar. Trustee Nolte so moves. Motion second by Treasurer Metz. Discussion of adding Dexter Daze to the 2024 calendar. Consideration of participation in the 2024 Dexter Bicentennial. Trustee Scott will research the 2024 Dexter events and report to the Board. Anyone adding to the calendar must take charge and organize for that event. Amended motion: To approve the 2023 calendar and tentatively approve the 2024 calendar with the commitment to revisit it at the January 2024 Board meeting. All ayes. Motion approved.

e) Motion to approve healthcare insurance subsidies for two newly hired positions. The Dexter Township Compensation Ordinance is silent on benefits. The benefits offered are reasonable, based on research, and Supervisor Sikkenga would like to present a Benefits Policy to the Board in August. Treasurer Metz recused herself from the vote as her brother is the recipient of the benefits. Motion by Trustee Sanders to approve the health and retirement benefits for the two new hires. Motion seconded by Trustee Nolte. Attorney Dieck addendum, and authorizing the Supervisor to execute the offers. All ayes. Motion approved.

g) Motion to approve budget amendment for Master Plan services, correcting a budget error The Master Planning contract was approved a few years ago, with half of the contract executed in prior fiscal years. This budget line item was not moved forward to the current fiscal year. Motion stated by Supervisor Sikkenga: To approve a budget amendment of \$30,000.00 under Lega & Professional Services to support the previously approved cost of the Master Plan consultant. Trustee Nolte so moved. Motion seconded by Treasurer Metz. All ayes. Motion approved. All ayes. Motion approved.

f) Motion to approve RFP for planning services – [replaced with RFQ for planning services] Discussion of pros and cons of hiring a planning service versus hiring an individual who could give more personal service in filling out forms. Motion stated by Supervisor Sikkenga: To

approve the issuance of a Request for Qualifications (RFQ) for planning services. Treasurer Metz so moved. Motion seconded by Trustee Nolte. Roll Call Vote: Yea – Trustee Sanders, Treasurer Metz, Clerk Stamboullis, Trustee Nolte, and Supervisor Sikkenga; Nays – None; Absent – Trustee Scott. Motion carried 5-0.

Further discussions: A) Review of the Strategic Plan July 11<sup>th</sup> will improve budget planning; B) One action item for the July meeting – approval to release the Master Plan for public review; C) Everyone on the Board is encouraged to enroll in the Citizen Planner course; D) A Budget Calendar will be proposed in August; E) Proposed Board of Trustee Bylaws may be presented in September; F) Treasurer Metz will have a cash flow analysis to gauge the Board on planning long term investments; G) Clerk Stamboullis monitoring Pro 2 and reported on 2024 Election: a) Presidential primary in February, b) the return absent voter return envelope postage will be paid by the State of Michigan, c) early nine day voting will begin Saturday and run through the following Sunday, with nine full eight hour days before the election, and d) with the implementation of Proposal 2 there are significant changes will be made to elections requiring extensive training for Clerks and those working elections e) Clerk plans to continue monthly education to the BOT and community.

**Q & A REPORTS:** [Refer to the Board packet for these reports]

- a) Supervisor Report – Supervisor Sikkenga
- b) Clerk Report – Clerk Stamboullis
- c) Treasurer Report – Treasurer Metz
- d) Dexter Township Board and Committee Reports
  - i) Planning Commission – Treasurer Metz; report submitted by DPZ David Rohr
  - ii) Zoning Board of Approval Appeals – No report this month
  - iii) Land Preservation Board – Trustee Sanders; no report this month
  - iv) Local Roads Committee – Supervisor Sikkenga
- e) Committee Reports with Dexter Township Membership
  - i) Dexter Area Fire Department Board – Mark Ford, community representative
  - ii) ~~Multi~~akes Multi Lake Water and Sewer Authority – Trustee Nolte

**CALL FOR PUBLIC COMMENT ON NON-AGENDA ITEMS:**      Opened 7:36 PM

Lois Beerbaum, 9897 Flemming Road

She liked the layout of the agenda, with the items to support the agenda. She gave a contact name for planning Dexter Daze.

Regina Hemlett, 10722 Stinchfield Woods

Arriving late she asked who received the appointment for Trustee.

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

**Supervisor Sikkenga** – she noted that the Special Meeting for the Strategic Plan on July 11<sup>th</sup> would be the last Special Meeting for a long time.

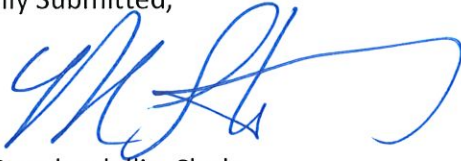
**Trustee Nolte** – she audited the Strategic Plan and reviewed the old minutes to pick up old [unaddressed] items.

**ADJOURNMENT:**

Motion by Trustee Nolte to adjourn. Motion seconded by Treasurer Metz. All ayes.

The meeting was **adjourned** at 7:44 PM.

Respectfully Submitted,



Michelle Stambouellis, 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 SCHEDULED MEETING HELD ON THE 20<sup>TH</sup> DAY OF JUNE AND THAT THE FORGOING MINUTES ARE THE APPROVED MINUTES FOR THE MEETING HELD ON THE 20<sup>TH</sup>, DAY OF JUNE 2023.

MICHELLE STAMBOULELLIS, CLERK, DEXTER TOWNSHIP