

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

DEXTER TOWNSHIP

6880 DEXTER-PINCKNEY RD.
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REGULAR MEETING OF THE DEXTER TOWNSHIP BOARD
TUESDAY NOVEMBER 21, 2023 6:00PM

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

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

ROLL CALL & CONFLICT of INTEREST:

Present – Trustee Driskell, Trustee Sanders, Clerk Stambouellis, Trustee Scott, Trustee Nolte, and Supervisor Sikkenga. Absent – With notice, Treasurer Metz. Also present: Sarah Gabis, Attorney and; and Janis Miller, Recording Secretary. No conflicts of interest.

APPROVAL of AGENDA:

Motion by Trustee Nolte to approve the Agenda as presented. Motion seconded by Trustee Sanders. All ayes. Motion carried.

CALL for PUBLIC COMMENT: Opened 6:02 PM. No public comments.

CONSENT AGENDA:

- a) Approval of Minutes: Board of Trustee Meeting October 17, 2023
- b) Authorize Supervisor to sign insurance application and declarations
- c) Authorize Supervisor to sign agreement with Inverness Inn for facilities rental
- d) Authorize Supervisor to sign application to MetroAct Permit for broadband licenses
- e) Authorize the Supervisor to sign an engagement agreement for Capital Reserve Study, at a cost of \$3,200.

f) Approval of transactions; acknowledge of Receipt of General Ledger
Motion by Trustee Driskell to approve the Consent Agenda as presented. Motion seconded by Trustee Scott. All ayes. Motion carried.

DISCUSSION:

Discussion item followed by closed session: Farmland & Open Space Orientation, followed by brief closed session for Board of Trustees – Mark Teicher, FOSPB Chair (Trustee Laura Sanders & Trustee Gretchen Driskell, FOSP Board representatives)

6:02 PM Temporarily skipped as they Board was waiting for Consultant Barry Lonik to arrive.

6:23 PM Return to discussion. Presentation by Trustees Sanders and Driskell with support by Consultant Lonik.

Power point presentation covering a) History of land preservation in Dexter Township, b) Master Plan and Strategic Plan Values, c) budget and funding sources outside the township, d) current parcels under consideration, and e) next steps for the Farm Land and Open Space Preservation Board. Questions from Board members were answered.

Motion by Trustee Sanders to adjourn to Closed Session on behalf of the Farm Land and Open Space Preservation Board discussion. Seconded by Trustee Nolte.

Motion restated by Attorney Gabis: To go into Closed Session pursuant to Section 8 (1) (D) of the Open Meetings Act, to discuss the purchase of property. Accepted by Trustee Driskell and Trustee Nolte.

Roll Call Vote: Yea – Trustee Driskell, Trustee Sanders, Clerk Stamboulellis, Trustee Nolte, Trustee Scott, and Supervisor Sikkenga; Nays – None; Absent – Treasurer Metz. Motion carried 6-0.

The Board of Trustees entered Closed Session at 6:47 PM.

Motion by Trustee Nolte to return to Open Meeting and close the Closed Session Meeting.

Motion second by Trustee Scott. All Ayes.

The Board of Trustees returned to Open meeting at 7:18 PM.

DISCUSSION ITEMS:

- a) Dexter Township FY25 Budget discussion – Karen Sikkenga
An early draft is presented as a simplified budget with approval at the department/activity level and oversight at the line-item level. A work chart was requested to support personnel changes. A job description for the Deputy Supervisor was requested. Police and Fire should be separate budget. Acquiring land for a cell tower to cover the “desert” areas in the township.
- i) Farmland and Open Space Document
Discussion in previous agenda item.
- j) Single Hauler project status and ordinance – Karen Nolte
Possibly combining Dexter Township and Lyndon Township, more homes, for bidding process with haulers. Need an Ordinance on the books to approach the single hauler issue. Trustee Nolte has sent a draft Ordinance to the Attorney for review. Intent is for the contractor to bill the residents individually. Goals: less road traffic on the township roads, lower cost to residents (residents opt in at price level that suits their needs), and there will be more accountability in service. Single hauler is trash and possibly curbside recycling, not yard waste.

ACTION ITEMS:

- a) Public Safety Funding approach
Discussion: The Trustees would like a spokesperson from the Fire Board, and the Sheriff’s Department, to come and explain their budgets/millage. Interlocal Agreement and fire cost sharing between Webster Township, Dexter City, and Dexter Township. Disproportionate number of fire runs for medical calls. Special Assessment versus millage. Decision to place renewal proposal, of fire millage and police millage, on the February Presential Primary Ballot.

Special Meeting scheduled for Tuesday, November 28th, 5:30 PM, preceding the Planning Commission meeting, to discuss ballot language for the fire millage and police millage.

Motion by Trustee Driskell that we put on the ballot our fire and police millages, for the February ballot. Motion seconded by Clerk Stambouellis.

Discussion: The millages are separate, one for fire and one for police.

Amended motion by Trustee Driskell: In light of the fact that our police millage and our fire millage expire the end of this year, December 2023, I move that we put on the ballot, February 27th, a renewal of the police millage and a renewal of the fire millage, for a five-year term. Amendment seconded by Clerk Stambouellis.

Roll Call Vote: Yea – Trustee Nolte, Trustee Sanders, Trustee Scott, Clerk Stambouellis,

Trustee

Driskell, and Supervisor Sikkenga; Nays – None; Absent – Treasurer Metz.

Motion carried 6-0.

b) Budget amendments:

- i) Dexter Township renovations, up to \$107K, for comprehensive main floor office renovations and up to \$48.5K for furniture.

Discussion: New countertops and paint for the upstairs bathrooms. Added a small kitchenette in the new conference room. Remodel of the front counter. Acoustic panels and soundproofing in the large meeting room. Bids for new furniture were higher than expected. The renovation also provides a secure room for the Clerk to store election materials.

Motion stated by Supervisor Sikkenga: To approve up to \$107K for comprehensive main floor office renovations and up to \$48.5K for office furnishings.

Trustee so moved. Motion seconded by Trustee Sanders.

Roll Call Vote: Yea – Clerk Stambouellis, Trustee Nolte, Trustee Sanders, Trustee Driskell, Trustee Scott and Supervisor Sikkenga; Nays – None; Absent – Treasurer Metz.

Motion carried 6-0.

- ii) Authorize a new line item for interns at \$8K, and setting intern compensation at \$15 - \$20 per hour.

Discussion: Through the renovation move it was evident the township files are not organized. There is a need for assistance with records management. The Planning and Zoning Department would like an intern to assist with planning; a planning internship would be a great professional development experience for a planning student.

Motion by Trustee Driskell to authorize an intern to assist with record management and a budget of \$4K. Lack of second, motion dies. Trustee Driskell withdraws motion.

Motion stated by Supervisor Sikkenga: To authorize a new line item for interns at \$8K a year and to set intern compensation at a range of \$15 to \$20 per hour.

Trustee Driskell so moved. Motion seconded by Trustee Nolte.

Roll Call Vote: Yea – Trustee Scott, Trustee Nolte, Trustee Driskell, Trustee Sanders, and Supervisor Sikkenga; Nays – None; Abstain – Clerk Stambouellis; Absent – Treasurer

Metz.

Motion carried 5-0.

- iii) Offer Metro Parks passed to Dexter Township property owners, from \$0 to not to exceed \$100K.

Discussion: Using a budget surplus to put something back into the community. No Parks Department in the Township [government]. Part of Strategic Plan was to get residents into the local park and show how we feel about our environment. The Metroparks do not accept a voucher so the township would buy passes and distribute them after verification of age and residency. Community enrichment was one of our Strategic Plan goals: to provide amenities and programs to increase quality of life for our residents. Developed in August, our guiding principles: prioritize items but provide direct benefits to the largest number of residents. Implementation will be through emails, to avoid traffic through the township hall. Timing on applying for park passes.

Motion by Trustee Nolte, seconded by Trustee Driskell, to open the opportunity for every home, in Dexter Township, to qualify for one free annual pass to Hudson Mills Metropark, until the end of March 2024. Motion seconded by Trustee Driskell.

Roll Call Vote: Yea – Clerk Stamboullis, Trustee Sanders, Trustee Nolte, Trustee

Scott,

Trustee Driskell, and Supervisor Sikkenga; Nays – None; Absent – Treasurer Metz.

Motion carried 6-0.

- c) Amend the Washtenaw County Road Commission FY24 contract to fully deploy FY24 road repair appropriation.

Discussion: The funds are needed to do tree work/maintenance now instead of in the spring.

Motion by Trustee Nolte, seconded by Clerk Stamboullis, to fully deploy the WCRC FY24 road repair appropriation. All ayes. Motion carried.

Q & A REPORTS:

- a) Supervisor Report – Supervisor Sikkenga
- b) Clerk Report – Clerk Stamboullis
- c) Treasurer Report – Treasurer Metz
- d) Planning Commission – Megan Masson-Minock, Planning Director

BOARD & COMMITTEE REPORTS:

- a) Huron River Watershed Council – Sue Bader, Dexter Township Representative
- b) Broadband and MLWSA – Trustee Nolte
- c) SEMCOG – Trustee Scott
- d) Local Roads Committee – Christy Maier, Chair

DATA & PERFORMANCE METRICS:

- a) Fire Department activities
- b) Sheriff's Department activities
- c) Check Run – Clerk Stamboullis
- d) Revenue/Expense Report – Supervisor Sikkenga

CALL FOR PUBLIC COMMENT ON NON-AGENDA ITEMS: Opened 8:36 PM. No public comments.

ADJOURNMENT:

Motion by Trustee Nolte, seconded by Trustee Scott, to adjourn the meeting at 8:45 PM. All ayes, Motion carried.

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 21ST DAY OF NOVEMBER AND THAT THE FORGOING MINUTES ARE THE APPROVED MINUTES FOR THE MEETING HELD ON THE 21ST, DAY OF NOVEMBER 2023.

MICHELLE STAMBOULELLIS, CLERK, DEXTER TOWNSHIP

