

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

DEXTER TOWNSHIP
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**REGULAR MEETING OF THE DEXTER TOWNSHIP BOARD
TUESDAY OCTOBER 15, 2024 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 CHECK:

Present – Stamboulellis, Metz, Sanders, Nolte, Driskell, Scott, and Sikkenga.

Absent – None.

Also present: Sarah Gabis, Attorney; Rana Emmons, Auditor; and Janis Miller, Recording Secretary.

No Board member had a conflict of interest.

APPROVAL OF AGENDA:

Motion by Treasurer Metz, supported by Trustee Sanders, to approve the agenda as presented.
All ayes. Motion carried.

CALL for PUBLIC COMMENT on AGENDA ITEMS: Opened 6:03 PM.

Brad Metz, 9800 Toma Road

He reminded everyone that the Township taxes support Hudson Mills Park and the Park Passes are additional monies spent by the Township. He also stated that issuance of the passes is not equitable as everyone pays taxes but not everyone wants a park pass.

Martin Ruhlig, 11546 Island Lake Road

He said that not everyone wants a taxpayer paid park pass and suggested the Board use that money differently.

Alicia Abbott, 10837 N. Territorial

She made the distinction of people paying property taxes isn't the same as the park passes [from the Community Enrichment line item] investing in the residents of the township.

CONSENT AGENDA:

a) Approval of Minutes: Regular Meeting of the Board of Trustees September 17, 2024 and Special

Meeting of the Board of Trustees September 3, 2024.

b) Approval of Snow Removal Contract

c) DNR Dry Hydrant Agreement

mcc

Motion by Trustee Scott, supported by Trustee Driskell, to approve the consent agenda as presented. All ayes. Motion carried.

DISCUSSION ITEMS:

a) FY 2024 Annual Audit – Rana Emmons

Rana stated the audit went seamlessly and received an unmodified opinion. She touched on the inflation rate, expense comparison to last year, Treasurer Mets investments, General Capital Fund balance, AARP Fund expenditures, and the Pension Plan Fund balance.

b) FY2026 Budget Planning – Karen Sikkenga

The draft budget presented tonight will be addressed by the next Board of Trustees. She summarized future actions to be taken will be the Director of Planning and Zoning schedule, pay ranges of staff, capital costs (excluding road repairs), a hardware inventory and schedule for hardware replacement (with the possibility of moving the server to the cloud), moving the township email from .org to .gov, and a Tech Policy.

ACTION ITEMS:

a) Approval to Expend up to \$75K on the Metro Parks Pass program

This program was part of the Strategic Plan, two public hearings, and multiple workshops. The Board of Trustees thereby created a Community Enrichment budget item. Assessor Chris Renius cautioned that sending park passes to each property and each property owner could be problematic due to some properties being fiduciary entities. Renters need to ask the homeowner for a park pass. As this is a controversial, confusing, and misunderstood issue, the township will send clarification post cards to the township residents. Park passes will be issued via application, one pass per home or one pass per homestead, which will verify property ownership in the township.

Motion by Trustee Driskell, supported by Trustee Nolte, to do the same program we did last year, which was the one pass per home, at a cost of \$79,157.00.

Discussion and a friendly amendment: Amendment by Trustee Driskell, supported by Trustee Nolte, to approve the [homeowner] purchase of one pass per home, up to 2968 homes, at a cost up to \$79,157.00, with additional notice going in the tax bills explaining the process.

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

Motion carried 6-1.

b) Board of Trustees By-Laws Civic Preparedness – Michelle Stamboulellis

Clerk Stamboulellis is asking the Board to add a Civic Preparedness requirement to the Board Rules established on October 17, 2023. This would require every Executive and Trustee to take a basic training course. Executive team members [Supervisor, Treasurer, Clerk] would be required to take at least two additional relevant trainings. The township attorney suggested adding “or similar organization” after Michigan Township Association on the third line, to offer more flexibility. The purpose of this requirement is to support the elected officials in their unique rolls so everyone feels confident and competent to perform their jobs for the township.

Motion by Trustee Sanders, supported by Treasurer Metz, to pass this Civic Preparedness training be a part of our By-Laws. All ayes. Motion carried.

c) Approve Annual Liability and Workers Compensation Insurance Plan, Authorize Payment, and

authorize Supervisor to Sign Application – Karen Sikkenga

Decker Agency has been covering Dexter Township for liability and workers compensation insurance for 24 years. A proposed 12% liability insurance increase is included in the 2026 Budget.

Motion by Treasurer Metz, supported by Trustee Driskell, to approve General Liability and Workers Compensation Insurance through the Decker Agency, authorize the Supervisor to sign

related application forms, and authorize payment pf \$26,767 to the Decker Agency.

Roll Call Vote: Yea – Trustee Scott, Treasurer Metz, Trustee Driskell, Clerk Stambouellis, Trustee

Sanders, Trustee Nolte, Supervisor Sikkenga; Nays – None; Absent – None. Motion carried 7-0.

d) Approve expense of \$11,900 for Voting Booths and increase Elections Budget by \$13K – Clerk

Stambouellis

Clerk Stambouellis would like to replace flimsy metal voting booths with modernized voting booths that provide more privacy, a better flow of people through the space, adjustable heights, and easy setup/take down.

Motion suggested by Clerk Stambouellis: Motion to amend the FY25 General Fund Budget to increase Department 262 Elections from \$47,000 to \$60,000. Approve a one-time expense of up

to \$11,900 for voting booths. And execute the transaction. So moved by Trustee Scott, supported by Trustee Nolte.

Roll Call Vote: Yea – Clerk Stambouellis, Treasurer Metz, Trustee Driskell, Trustee Scott, Trustee

Sanders, Trustee Nolte, Supervisor Sikkenga; Nays – None; Absent – None. Motion carried 7-0.

e) Acceptance of Financial Transactions – Karen Sikkenga

Motion by Trustee Driskell, supported by Treasurer Metz, to approve the check disbursal and payroll expenses for the month of August 2024. All ayes. Motion carried.

Q & A REPORTS:

a) Supervisor Report – Supervisor Sikkenga

Trustee Scott received an email from Verizon they are looking into options to co-locating. The Fire Chief has been asked to provide his daily reports, especially regarding the two DAFD personnel sent to assist with Hurricane Helene cleanup.

b) Treasurer Report – Treasurer Metz

c) Check Disbursement Report – Clerk Stambouellis

d) Planning Commission and Zoning Board of Appeals – Megan Masson-Minock, Planning Consultant

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e) Open Space Committee – Mark Teicher – *no report this month*

BOARD & COMMITTEE REPORTS:

a) Huron River Watershed Council – Sue Bade, Dexter Township Representative

DATA & PERFORMANCE METRICS:

- a) Fire Department Activities – *no report this month*
- b) Sheriff’s Department Activities – *no report this month*

CALL FOR PUBLIC COMMENT ON NON-AGENDA ITEMS: Opened 7:09 PM
Brad Metz requested everyone wish Maris Metz a Happy Birthday as her special day is in two days.

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

Trustee Nolte – Dexter Township Clean-up Day is Saturday, October 26. She has 22 volunteers for the event. Everybody working show up by 8:30 AM.

Supervisor Sikkenga – This Board has scheduled on the calendar a Community/Volunteer Appreciation event in December. This Board will change so planning needs to be done now, with this board, if the event is to happen. Board consensus is to go forward planning the event. The Supervisor is setting up for the next board by leaving a to-do list of things that were started but no finished. She is also leaving a status report of the budget regarding the Strategic Plan and associated expenses.

Trustee Driskell – Noted that volunteers make a community strong and they should be recognized.

ADJOURNMENT:

With business completed, Supervisor Sikkenga adjourned the meeting at 7:14 PM.

Respectfully Submitted,



Michelle Stambouellis, 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 15TH DAY OF OCTOBER AND THAT THE FORGOING MINUTES ARE THE APPROVED MINUTES FOR THE MEETING HELD ON THE 15TH, DAY OF OCTOBER 2024.

MICHELLE STAMBOULELLIS, CLERK, DEXTER TOWNSHIP

