



Webster Township Virtual Board Meeting January 19, 2021 7:00 P.M.

The Webster Township Virtual Board Meeting was called to order on the GoTo Meeting platform at 7:00 p.m. by Supervisor John Kingsley on January 19, 2021 at the Webster Township Hall, 5665 Webster Church Road, Dexter, MI 48130. Members present: Supervisor John Kingsley (Webster Township Hall); Clerk Barbara Calleja (Webster Township home); Treasurer John Scharf (Webster Township home); Trustees John Westman (Florida home), Dan Munzel (Webster Township home), Shelly Vrsek (Webster Township home); Jeff Harms (Webster Township home); Zoning Administrator Randy Raiford; Assessor Bill Sinkule; Deputy Clerk Donna Whitney and 11 citizens.

Motion Munzel second Westman to approve the minutes as presented of the Webster Township Board of Trustees Regular Meeting held on December 15, 2020 as presented. All ayes, motion carried.

Supervisor Remarks

Agenda

Motion Munzel second Vrsek to amend the agenda adding Old Business item C, Nixon litigation.

All ayes, motion carried.

Motion Westman second Munzel to amend the agenda adding New Business item B1, Huron River Watershed Management Plan update.

All ayes, motion carried.

Firehall Update

Motion Scharf second Harms to pay Phoenix Contractors Inc. application #3611-08 in the amount of \$248,697.90 for the invoice dated 12/31/2020.

Roll call vote, all ayes, motion carried.

Website Update

Call to public



Reports

A. Treasurer's Report

Motion Calleja second Harms to accept the Treasurer's report and pay bills as presented, as well as those anticipated bills received until our next meeting scheduled for February 16, 2021.

Roll call vote, all ayes, motion carried.

B. Consent Agenda - Reports

1. Planning Commission-Report Received
2. Zoning Inspectors-No Report Received
3. Sheriff's Report-Report Received
4. Zoning Board of Appeals- No Report Received
5. PDR Committee-Report Received
6. Fire Department-Report Received
7. WAVE-No Report Received

Consent Agenda accepted

Old Business

A. Festival Permit Application

Discussion. Draft will be presented at the February meeting.

B. Review Zoning Compliance Fees

Discussion. No action.

C. Nixon litigation

Motion Scharf second Westman to go into closed session at 7:46 p.m. per the Open Meetings Act, (MCL 15.268(e)) to consult with the attorneys for the Township in Nixon v Webster Township, case number 2017-84-CZ, regarding trial or settlement strategy because an open meeting would have a detrimental effect on the litigation or settlement position of the Township.

Roll call vote, all ayes, motion carried.

Motion Scharf second Munzel to go back into open session at 8:29 PM.

Roll call vote, all ayes, motion carried.

Motion Scharf second Westman to advise our attorneys to proceed with the defense to defend the township in the Nixon litigation.

Roll call vote, all ayes, carried.



New Business

A. Washtenaw County Road Commission 2021

Discussion.

B. Zoning Ordinance Amendments

Motion Westman second Harms to postpone the discussion on Zoning Ordinance amendments on small and large solar installations and the definition of motels, until the February Board Meeting

All ayes and carried.

B1. Middle Huron Watershed Management Plan update

Motion Westman second Munzel to accept as presented the Middle Huron Watershed Plan updates and forward it to the Huron River Watershed Council.

All ayes and carried.

C. Fire Station Lease Agreement

Discussion.

D. Michigan Township online training

Discussion.

E. Zoning Administrator position

Discussion.

F. Accident Fund invoice

Discussion.

G. Fire Hall Sign

Discussion.

H. Return Escrow

Motion Calleja second Harms to return the Jeremy Stewart's performance guarantee in the amount of \$5000.00.

Roll call vote, all ayes, carried.

I. Poverty Exemption

Motion Westman second Calleja to adopt Resolution #01-2021, Poverty Exemption and Asset Test.

Roll call vote, all ayes, carried.

Correspondence

Call to Public

Concerns of the Board Members



WEBSTER TOWNSHIP

Adjourn

Motion Westman second Vrsek to adjourn the meeting at 9: 53 p.m.

All ayes and motion carried.

Respectfully submitted,
Barbara Calleja, Clerk



Webster Township Virtual Board Meeting February 16, 2021 7:00 P.M.

The Webster Township Virtual Board Meeting was called to order on the GoTo Meeting platform at 7:00 p.m. by Supervisor John Kingsley on February 16, 2021 at the Webster Township Hall, 5665 Webster Church Road, Dexter, MI 48130. Members present: Supervisor John Kingsley (Webster Township Hall); Clerk Barbara Calleja (Webster Township home); Treasurer John Scharf (Webster Township home); Trustees John Westman (Webster Township home), Dan Munzel (Webster Township home), Shelly Vrsek (Webster Township home); Jeff Harms (Webster Township home); Zoning Administrator Randy Raiford; Assessor Bill Sinkule; Deputy Clerk Donna Whitney and 7 citizens.

Motion Calleja second Munzel to approve the minutes as amended of the Webster Township Board of Trustees Regular Meeting and Closed Session, held on January 19, 2021, correcting the minutes date of the Closed Session from January 20 to January 19. All ayes, motion carried.

Supervisor Remarks

Agenda

Motion Munzel second Calleja to approve the agenda as modified adding New Business item D, Appointment of Deputy Supervisor, and item E, Review of Carlisle Wortman concept plan.

All ayes, motion carried.

Firehall Update

Motion Scharf second Munzel to pay Phoenix Contractors Inc. application #3611-09 in the amount of \$126,076.57 for the invoice dated 1/31/2021.

Roll call vote, all ayes, motion carried.

Website Update

Call to public



Reports

A. Treasurer's Report

Motion Calleja second Westman to accept the Treasurer's report and pay bills as presented, as well as those anticipated bills received until our next meeting scheduled for March 16, 2021, and in addition we will report back information about the PDR invoice of \$2750.00.

Roll call vote, all ayes, motion carried.

B. Consent Agenda - Reports

1. Planning Commission - Report Received
2. Zoning Inspectors - Report Received
3. Sheriff's Report - Report Received
4. Zoning Board of Appeals - No Report Received
5. PDR Committee - No Report Received
6. Fire Department - Report Received
7. WAVE - Report Received

Motion Harms second Westman to accept the Consent Agenda reports as presented.

All ayes, motion carried.

Old Business

A. Festival Permit Application

Recommendation to have the Planning Commission review the Zoning Ordinance to align it with the application.

B. Zoning Ordinance Amendments

1. Motion Westman second Harms to recommend the Board adopt the amendments of Zoning Ordinance Sections 2.10, 9.10.C.(xxix), 9.35.B.(xvii), 9.37.B.ix., 9.40.B.(xvii), 9.50.C., 9.55(H)(6) and 12.85(D)(8), and the addition of the new Zoning Ordinance Sections 12.110 and 12.115, set forth on Exhibit A.
Roll call vote, all ayes, motion carried.
2. Motion Scharf second Calleja to recommend the Board adopt the amendment of Zoning Ordinance Section 2.10 set forth on Exhibit B.
Roll call vote, all ayes, motion carried.

C. Fire Station Lease Agreement

Send to DAHD and legal counsel for review.



WEBSTER TOWNSHIP

New Business

A. Budget FY 2022

Public Hearing to be held at the March 16, 2021 Board Meeting for final adoption.

B. FOIA Request Form for Tax Records

Motion Scharf second Harms to approve the modified Record Request Form to include both tax and assessing records.

Roll call vote, all ayes, motion carried.

C. PDR Consultant Fee

Motion Westman second Scharf to increase the pay of our PDR consultant fee from \$90 to \$95 per hour for tier 3 project related work.

Roll call vote, all ayes, motion carried.

D. Appointment of Deputy Supervisor

Motion Kingsley second Westman to appoint Rick Kleinschmidt as Deputy Supervisor.

All ayes, motion carried.

E. Review of Carlisle Wortman Concept Plan

Discussion to gather more bids and discuss at the Special Meeting set for February 23, 2021 after the Scully Road Public Hearing at 7:00 p.m.

Correspondence

Call to Public

Concerns of the Board Members

Adjourn

Motion Westman second Harms to adjourn the meeting at 9:57 p.m.

All ayes and motion carried.

Respectfully submitted,
Barbara Calleja, Clerk



WEBSTER TOWNSHIP

Webster Township Virtual Board Meeting March 16, 2021 7:00 P.M.

The Webster Township Board Meeting was called to order on the GoToMeeting platform at 7:00 pm by Supervisor John Kingsley on March 16, 2021 at the Webster Township Hall, 5665 Webster Church Road, Dexter, MI 48130. Members Present - Supervisor John Kingsley (Webster Township office); Clerk Barbara Calleja (Webster Township home); Treasurer John Scharf (Webster Township home); Trustees John Westman (Webster Township home), Dan Munzel (Webster Township home), Jeff Harms (Webster Township home); Shelly Vrsek (Webster Township home), Zoning Administrator Randy Raiford; Assessor Bill Sinkule; Deputy Clerk Donna Whitney, Deputy Supervisor Rick Kleinschmidt, Deputy Treasurer Michelle Delancey, Administrative Assistant Lynda Savitski, and 11 citizens.

Call to Order

Approval of Minutes

Motion Calleja second Westman to approve the minutes as presented of the Webster Township Board of Trustees Regular Meeting held on February 16, 2021 and the Scully Road Public Hearing and Board of Trustees Special Meeting held on February 23, 2021.

All ayes, motion carried.

Supervisor Remarks

Approve Agenda

Motion Harms second Munzel to approve the agenda as amended to move Item I. Adopt Budget FY2022 to be New Business Item E.

All ayes, motion carried.

Firehall Update/Phoenix Invoice

Motion Scharf second Vrsek to pay Phoenix Contractors Inc. application #3611-10 in the amount of \$247,145.53 for the period ending 02/28/2021.

Roll call vote, all ayes, motion carried.

Julia Roberts WAVE Executive Director Introduction

Website Update

Call to public

Budget Public Hearing

Minutes to the Budget Public Hearing can be viewed on www.webster.twp.webster.mi.us



WEBSTER TOWNSHIP

Reports

Treasurer's Report

Motion Calleja second Harms to accept the Treasurer's report and pay bills as presented, as well as those anticipated bills received until our next meeting scheduled for April 20, 2021.

Roll call vote, all ayes, motion carried.

Consent Agenda Reports

1. Planning Commission-No Report Received
2. Zoning Inspectors-No Report Received
3. Sheriff's Report-Report Received
4. Zoning Board of Appeals- No Report Received
5. PDR Committee-Report Received
6. Fire Department-Report Received
7. WAVE- Report Received

Motion Scharf second Munzel to accept the Consent Agenda reports as presented.

All ayes, motion carried.

Old Business

A. Zoning Administrator Concept Plan Update

No start dates to report at this time.

B. Fire Hall Lease Agreement

Agreement will be sent to our legal counsel for review.

C. PDR Expenditure Adjustment

Motion Kingsley second Vrsek to approve the amendment of the PDR expenditure from Value Midwest from \$2500.00, as approved at the November 17, 2020 Board of Trustees meeting to the amount of \$2750.00.

Roll call vote, all ayes, motion carried.

New Business

A. Don Zeeb Memorial

Motion Westman second Harms to postpone this discussion until the April 20, 2021 meeting.

All ayes, motion carried.

B. Budget Amendments FY2021

Motion Scharf second Calleja to adopt Resolution #03-21 to amend the FY2021 Budget line #101-171-703.000 Deputy Supervisor; #205-336-803.001 DAFD; #101-253-901.000



WEBSTER TOWNSHIP

Treasurer Printing; and 101-215-703.000 Deputy Clerk.

Roll call vote, all ayes, motion carried.

C. Annual Policy

Motion Westman second Vrsek to adopt the Annual Policy FY 2021-2022 correcting the MLK date.

All ayes, motion carried.

Motion Scharf second Vrsek to amend the Webster Township Annual Policy No. 02-2021 for Township Operations Fiscal Year 2021-2022 scheduling all Planning Commission meetings to take place on the day after the Board of Trustees meetings.

All ayes, motion carried.

D. Meeting Dates for Board of Trustees, Planning Commission and PDR Board

Motion Harms second Munzel to accept the Meeting Schedule 2021-2022 for the Board of Trustees, Planning Commission, and PDR Board as amended changing the September and December Planning Commission dates to 9/22/21 and 12/22/21 so they come after the Board of Trustees meeting.

All ayes, motion carried.

E. Adopt Budget FY2022

Motion Scharf second Westman to adopt the FY 2022 Budget as supported by .7512 mills for General Fund; 3.3359 mills for Public Safety Fund and .4820 mills for PDR Fund.

Roll call vote, all ayes, motion carried.

F. Compensation Commission Report

Motion Westman second Harms to accept the Compensation Commission Report as presented and to thank the commission for their service.

All ayes, motion carried.

G. Budget Policies

Motion Munzel second Harms to adopt Policy No. 04-21, Budget Policies: FY 2022.

All ayes, motion carried.

H. Wage Policies

Motion Harms second Munzel to adopt Policy No. 03-21 Wage Policies: Appointed Boards FY 2022.

All ayes, motion carried.



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Motion Calleja second Munzel to adopt Resolution 04-21 to pay the in-house Assessor with Level III credentials a rate of \$73,395.00 plus 7% retirement and fringes as outlined in the Employee Handbook.

Roll call vote, all ayes, motion carried.

Motion Scharf second Vrsek to adopt Resolution 05-21 to pay the Deputy Treasurer, amended to increase the rate from \$22.00 to \$29.00 per hour.

Roll call vote, Kingsley nay, Calleja aye, Scharf aye, Vrsek aye, Munzel nay, Westman nay, Harms nay, motion failed.

Motion Kingsley second Munzel to adopt Resolution 15-21 to pay the Deputy Treasurer, amended to increase the rate from \$22.00 to \$25.00 per hour.

Roll call vote, all ayes, motion carried.

Motion Calleja second Munzel to adopt Resolution 06-21 to pay the Deputy Clerk, amended to increase the rate from \$22.00 to \$25.00 per hour.

Roll call vote, all ayes, motion carried.

Motion Kingsley second Harms to adopt Resolution 07-21 to pay the Deputy Supervisor, amended to increase the rate from \$22.00 to \$25.00 per hour.

Roll call vote, all ayes, motion carried.

Motion Munzel second Calleja to adopt Resolution 08-21 to pay the Supervisor at the rate of \$43,612.00 per year as recommended by the Compensation Commission.

Roll call vote, all ayes, Kingsley abstained, motion carried.

Motion Calleja second Harms to adopt Resolution 09-21 to pay the Treasurer at the rate of \$43,612.00 per year as recommended by the Compensation Commission.

Roll call vote, all ayes, Scharf abstained, motion carried.

Motion Scharf second Munzel to adopt Resolution 10-21 to pay the Clerk at the rate of \$46,000.00 per year as recommended by the Compensation Commission.

Roll call vote, all ayes, Calleja abstained, motion carried.

Motion Kingsley second Calleja to adopt Resolution 11-21 to pay each Trustee at the rate of \$5,330.00 per year.

Roll call vote, all ayes, motion carried.

Motion Munzel second Kingsley to adopt Resolution 12-21 to pay the Property Inspector at the rate of \$18.00 per hour. with a maximum of \$15,000.

Roll call vote, all ayes, motion carried.



WEBSTER TOWNSHIP

I. Office Manager Job Description

Motion Harms second Scharf to adopt Resolution 13-21 as amended to create the position of Office Manager and remove the position of Administrative Assistant.

Roll call vote, Scharf aye, Calleja aye, Kingsley aye, Westman nay, Munzel aye, Harms aye, Vrsek absent, motion carried.

Motion Scharf second Westman to adopt Resolution 14-21 as amended, to correct the date, to establish the pay rate for the Office Manager position at \$38,300.

Roll call vote, all ayes, motion carried.

J. Spring Roadside Clean Up Day

Motion Kingsley second Westman to establish April 17, 2021 for the Spring Township Roadside Cleanup day.

All ayes, motion carried.

K. PDR Expenditure

Motion Westman second Munzel to approve the expenditure of PDR funds, not to exceed \$3,600 for a survey and \$2,200 for an environmental site assessment, on property described in application 2017-4.

Roll call vote, all ayes, motion carried.

Motion Westman second Harms to approve the expenditure of PDR funds, not to exceed \$77,000, for the purchase of a conservation easement on property described in application 2017-4.

Roll call vote, all ayes, motion carried.

L. Fire Board At Large Member discussion

Supervisor Kingsley will write a letter recommending John Scharf as the member at large.

M. Bob Mast Resolution

In celebration of Robert Mast's 100th birthday, the Webster Township Board of Trustees extends their gratitude to Robert Mast for being an integral part of the Webster Township Community.

N. Webster Township Historical Society Invoice

Motion Scharf second Munzel to pay Webster Township Historical Society \$350.00 for the safekeeping of Webster Township Records.

Roll call vote, all ayes, motion carried.



WEBSTER TOWNSHIP

Correspondence

Call to Public

Concerns of the Board Members

Adjourn

Motion Westman second Harms to adjourn the meeting at 10:21 p.m.

All ayes, motion carried.

Respectfully submitted,
Barbara Calleja, Clerk



WEBSTER TOWNSHIP

Webster Township Virtual Board Meeting April 20, 2021 7:00 P.M.

The Webster Township Board Meeting was called to order on the GoToMeeting platform at 7:00 pm by Supervisor John Kingsley on April 20, 2021 at the Webster Township Hall, 5665 Webster Church Road, Dexter, MI 48130. Members Present - Supervisor John Kingsley (Webster Township office); Clerk Barbara Calleja (Webster Township home); Treasurer John Scharf (Webster Township home); Trustees John Westman (Webster Township home), Dan Munzel (Webster Township home), Jeff Harms (Webster Township home); Shelly Vrsek (Webster Township home), Assessor Bill Sinkule; Deputy Clerk Donna Whitney, Deputy Supervisor Rick Kleinschmidt, Office Manager Lynda Savitski, and 18 citizens.

Call to Order

Approval of Minutes

Motion Westman second Vrsek to approve the minutes as presented of the Webster Township Board of Trustees Regular Meeting and Budget Public Hearing held on March 16, 2021.
All ayes, motion carried.

Supervisor Remarks

Approve Agenda

Motion Munzel second Calleja to approve the agenda as presented.
All ayes, motion carried.

Firehall Update/Phoenix Invoice

Motion Scharf second Harms to pay Phoenix Contractors Inc. application #3611-11 in the amount of \$286,113.53 for work completed for the period ending 03/31/2021.
Roll call vote, all ayes, motion carried.

Call to public

Reports

Treasurer's Report

Motion Calleja second Harms to accept the Treasurer's report and pay bills as presented, as well as those anticipated bills received before our next meeting scheduled for May 18, 2021.
Roll call vote, all ayes, motion carried.



Consent Agenda Reports

1. Planning Commission-Report Received
2. Zoning Inspectors-No Report Received
3. Sheriff's Report-Report Received
4. Zoning Board of Appeals- Report Received
5. PDR Committee-Report Received
6. Fire Department-Report Received
7. WAVE- Report Received
8. Assessing Report/IT Services

Motion Scharf second Vrsek to accept the Consent Agenda reports as presented.

Roll call vote, all ayes, motion carried.

Old Business

A. Fire Hall Lease Agreement

Kingsley and Scharf will be part of a sub-committee to review the final agreement.

B. Don Zeeb Memorial Fund

Motion Westman second Calleja to spend \$1936.43 to have Stadium Trophy Inc. provide a Bronze Plaque, to be placed in the new Webster Fire Station, commemorating the service which Don Zeeb provided to Webster Township and to the Dexter Area Fire Department.

Roll call vote, all ayes, motion carried.

New Business

A. Washtenaw County Road Commission (WCRC) 2021 Local Road Agreement

Motion Kingsley second Westman to approve the signing of the 2021 Agreement with the WCRC for Dust Control and local road work for the estimated amount to be paid by Webster township of \$598,198.21.

Roll call vote, all ayes, motion carried.

B. St. Joseph Festival Permit

Motion Munzel second Westman to approve a permit for the St. Joseph Parish Festival, scheduled for August 27, 28 and 29, 2021, provided they follow the Covid protocol they have provided us with, and that they also provide the township evidence that they have contacted the Washtenaw County Sheriff and Dexter Area Fire Department, and certificate of insurance listing Webster Township as the named insured, and that they follow State and County Covid requirements.

Roll call vote, all ayes, motion carried.



WEBSTER TOWNSHIP

C. Sam Schwarck Motorcycle Trials

Motion Westman second Calleja to approve a permit for the Sam Schwarck Motorcycle Trials to be held on May 2, 2021 and October 13, 2021 with the stipulation that no complaints were received on the previous event, and also that they provide the township evidence that they have contacted the Washtenaw County Sheriff and Dexter Area Fire Department, and that they follow State and County Covid requirements.

Roll call vote, all ayes, motion carried.

D. Decker Invoice

Motion Scharf second Harms to pay Decker Invoice #3564, dated 03/12/2021, in the amount of \$15,216.00.

Roll call vote, all ayes, motion carried.

E. WAVE Invoice

Motion Calleja second Kingsley to approve paying the WAVE Transportation Invoice, dated March 9, 2021, in the amount of \$4798.50 for transportation services provided to the residents of Webster Township.

Roll call vote, all ayes, motion carried.

F. Amend Resolution #12-21

Motion Calleja second Scharf to amend Resolution #12-21 to reflect the pay to be \$19.00 per hour.

Roll call vote, all ayes, motion carried.

G. IT Right Support Contract

Motion Kingsley second Westman to approve the IT Right Annual Service Contract Bundle in the amount of \$5,040.00 for both remote support, off-site backup and unlimited on-site support.

Roll call vote, Kingsley aye, Scharf aye, Calleja aye, Harms aye, Vrsek aye, Westman aye, Munzel absent, motion carried.

H. Request for Planning Commission to review Article 16 for Clarity

Motion Kingsley second Westman to ask the Planning Commission to review Article 16 of the Webster Township Zoning Ordinance for clarity, with consultation from Carlisle Wortman as needed.

Roll call vote, all ayes, motion carried.

I. Discussion on in In-Person Meetings

Meeting location will be determined prior to each meeting based on State and County requirements and health risks.



WEBSTER TOWNSHIP

J. Carlisle Wortman

Motion Kingsley second Westman to name Carlisle Wortman as our Zoning Administrator until August 31, 2021.

Roll call vote, all ayes, motion carried.

K. Planning Commission

Motion Vrsek second Harms to adopt resolution #16-21 as amended to have attorney/counsel attend all ZBA meetings; have attorney/counsel attend Planning Commission meetings, if requested, for site plan reviews; and have township officials, including ZBA, Planning Commission and Board Members, go through MTA or other appropriate training, to be paid for by the township.

Roll call vote, Calleja nay, Vrsek aye, Scharf aye, Kingsley nay, Westman aye, Harms aye, Munzel aye, motion carried.

L. PDR Expenditure

Motion Westman second Munzel to approve the expenditure of PDR funds, not to exceed \$4,000 for a survey and \$2,500 for an environmental site assessment, on property described in application 2014-1.

Roll call vote, all ayes, motion carried.

Motion Westman second Munzel to approve the expenditure of PDR funds, not to exceed \$50,000, for the purchase of a conservation easement on property described in application 2014-1.

Roll call vote, all ayes, motion carried.

Correspondence

Call to Public

Concerns of the Board Members

Adjourn

Motion Westman second Vrsek to adjourn the meeting at 10:40 p.m.

All ayes, motion carried.

Respectfully submitted,
Barbara Calleja, Clerk



WEBSTER TOWNSHIP

Webster Township Board Meeting May 18, 2021 7:00 P.M.

The Webster Township Board Meeting was called to order at 7:00 p.m. by Supervisor John Kingsley on May 18, 2021 at the Webster Township Hall, 5665 Webster Church Road, Dexter, MI 48130. Members present: Supervisor John Kingsley; Clerk Barbara Calleja; Treasurer John Scharf; Trustees John Westman, Dan Munzel, Jeff Harms, Shelly Vrsek; Deputy Clerk Donna Whitney, Deputy Supervisor Rick Kleinschmidt, and 10 citizens.

Call to Order

Approval of Minutes

Motion Munzel second Harms to approve the minutes as presented of the Webster Township Board of Trustees Regular Meeting held on April 20, 2021.

All ayes, motion carried.

Supervisor Remarks

Approve Agenda

Motion Munzel second Harms to approve the agenda as presented.

All ayes, motion carried.

Firehall Update/Phoenix Invoice

Motion Scharf second Calleja to pay Phoenix Contractors Inc. application #3611-12 in the amount of \$364,846.69 for work completed for the period ending 04/30/2021.

Roll call vote, all ayes, motion carried.

Call to public

Reports

Treasurer's Report

Motion Calleja second Vrsek to accept the Treasurer's report and pay bills as presented, as well as those anticipated bills received before our next meeting scheduled for June 15, 2021.

Roll call vote, all ayes, motion carried.



Consent Agenda Reports

1. Planning Commission - Report Received
2. Zoning Inspectors - No Report Received
3. Sheriff's Report - Report Received
4. Zoning Board of Appeals - No Report Received
5. PDR Committee - Report Received
6. Fire Department - Report Received
7. WAVE - Report Received
8. Assessing Report/IT Services - Report Received

Motion Munzel second Calleja to accept the Consent Agenda reports as presented.

Roll call vote, all ayes, motion carried.

Old Business

A. Zoning Administrator Job Posting discussion

Supervisor Kingsley will reach out to Carlisle/Wortman to discuss extending our Zoning Administrator end date to be December 31, 2021 and to discuss increasing his hours, AND TO REQUEST A DEFINED CONTRACT. An ad hoc Zoning Administrator committee will be formed and meet prior to the June 15, 2021 Board Meeting to look at the townships needs from the Zoning Administrator position. This committee will consist of past and present Planning Commission chairs, a township resident, 2 township Board members and a ZBA member.

B. Fire Hall Lease Agreement

Motion Munzel second Scharf to approve the Building and Property Lease Agreement between Webster Township and The Dexter Area Fire Department, as presented, and authorize the Webster Township Clerk and Supervisor to sign it.

Roll call vote, all ayes, motion carried.

New Business

A. Dexter Area Historical Society/Festival Permit

Motion Calleja second Scharf to approve a permit for The Dexter Area Historical Society Gordon Hall Days events at Gordon Hall scheduled for September 10, 2021 from 7 p.m. – 10 p.m. and September 11-12, 2021 from 10 a.m. – 4 p.m., provided they follow the Covid protocol following State and County Covid requirements. The committee has provided the township evidence that they have contacted the Washtenaw County Sheriff and Dexter Area Fire Department.

All ayes, motion carried.

B. Scully Road Discussion

The Township Board will be voting on a resolution at the June 15, 2021 Township Board Meeting and scheduling the second Scully Road Public Hearing.



WEBSTER TOWNSHIP

- C. Fire Hall Lettering discussion
Supervisor Kingsley will discuss with Phoenix Contractors, Inc. the need to change the fire hall lettering to a font and size more visible from the road.
- D. ARP Allocation Discussion
Discussion on the American Rescue Plan guidelines for municipalities.
- E. Training Expenditure
Motion Scharf second Vrsek to purchase a Michigan Townships Association (MTA) Online Learning Subscription for a full year township-wide Premium Membership at an amount not to exceed \$1900.00.
Roll call vote, all ayes, motion carried.
- F. Conservation Easement Purchase Agreement Amendment
Motion Westman second Calleja to authorize supervisor Kingsley to sign the First Amendment to the Conservation Easement Purchase Agreement on property described on application 2015-2.
Roll call vote, all ayes, motion carried.

Motion Westman second Harms to authorize the expenditure of PDR funds, not to exceed \$12,000, to support the First Amendment to the Conservation Easement Purchase Agreement on property described on application 2015-2.
Roll call vote, all ayes, motion carried.

Correspondence

Call to Public

Concerns of the Board Members

Adjourn

Motion Westman second Vrsek to adjourn the meeting at 8:45 p.m.
All ayes, motion carried.

Respectfully submitted,
Barbara Calleja, Clerk



WEBSTER TOWNSHIP

Webster Township Board Meeting

June 15, 2021 - 7:00 P.M.

The Webster Township Board Meeting was called to order at 7:00 p.m. by Supervisor John Kingsley on June 15, 2021 at the Webster Township Hall, 5665 Webster Church Road, Dexter, MI 48130. Members present: Supervisor John Kingsley; Clerk Barbara Calleja; Treasurer John Scharf; Trustees John Westman, Dan Munzel, Jeff Harms, Shelly Vrsek; Deputy Clerk Donna Whitney; Deputy Supervisor Rick Kleinschmidt; Zoning Administrator Zach Michels; Assessor Bill Sinkule and 9 citizens.

Call to Order

Approval of Minutes

Motion Munzel second Harms to approve the amended minutes of the Webster Township Board of Trustees Regular Meeting held on May 18, 2021, adding a request for a defined contract to the Zoning Administrator Job Posting discussion, old business item A.
All ayes, motion carried.

Supervisor Remarks

Approve Agenda

Motion Scharf second Harms to approve the agenda as presented.
All ayes, motion carried.

Firehall Update/Phoenix Invoice

Motion Scharf second Munzel to pay Phoenix Contractors Inc. application #3611-13 in the amount of \$21,900.90 for work completed for the period ending 05/31/2021.
Roll call vote, all ayes, motion carried.

Call to public

Reports

Treasurer's Report

Motion Calleja second Munzel to accept the Treasurer's report and pay bills as presented, as well as those anticipated bills received before our next meeting scheduled for July 20, 2021.
Roll call vote, all ayes, motion carried.

Consent Agenda Reports

1. Planning Commission - Report Received
2. Zoning Inspectors – Verbal Report Received
3. Sheriff's Report – No Report Received



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4. Zoning Board of Appeals - No Report Received
5. PDR Committee - Report Received
6. Fire Department - Report Received
7. WAVE - Report Received
8. Assessing Report/IT Services – No Report Received

Motion Scharf second Vrsek to accept the Consent Agenda reports as presented.

Roll call vote, all ayes, motion carried.

Old Business

A. Zoning Administrator Sub Committee Update

The committee is looking at Zoning Administrator models from other townships and will do interviews to gain more insight.

New Business

A. Scully Road Set Public Hearing Date

Motion Scharf second Vrsek to adopt Resolution 02-21 as amended, replacing Special Meeting with Regular Meeting, to set the Scully Road Public Hearing for July 20, 2021 at 7:00 p.m. to set the Scully Road SAD.

Roll call vote, all ayes, motion carried.

B. Webster Fall Festival

Motion Westman second Vrsek to approve the Webster Fall Festival scheduled for Saturday, September 25, 2021, from 9:30 a.m. to 6:00 p.m., with a friendly amendment allowing dogs on township property during these hours for demonstration purposes only.

Roll call vote, all ayes, motion carried.

C. Webster Historical Society Summer Tax Insert

Motion Kingsley second Westman to approve the summer tax insert for the Webster Historical Society at a cost of approximately \$752.40, contingent on confirmation from the Historical Society.

Roll call vote, all ayes, motion carried.

D. MTA Dues

Motion Scharf second Harms to approve paying the MTA Dues Invoice in the amount of \$6,048.20 plus Legal Defense Fund at \$181.45 for a total of \$6229.65 for the time period of July 1, 2021 to June 30, 2022.

Roll call vote, all ayes, motion carried.

E. Update Covid Protocol

Motion Harms second Scharf to accept the Township of Webster Covid-19 Response Plan as amended.

All ayes, motion carried.



WEBSTER TOWNSHIP

F. Escrow Returns

Motion Scharf second Kingsley to approve the return of remaining escrow balances in the amount of \$133.50 to Arlington Woods; \$246.50 to D.U.M.C.; \$1,035.99 to U.M.R.C.; and \$486.80 to Tele-Site Inc.

Roll call vote, all ayes, motion carried.

G. CIP Transfer

Motion Kingsley second Westman to approve the transfer of \$200,000.00 to the CIP Fund.

Roll call vote, all ayes, motion carried.

H. LASA-TDML Settlement Agreement

Motion Munzel second Harms to authorize Dave Navarre, Chair of the LASA Board of Directors, to sign the LASA-TDML Settle Agreement.

Roll call vote, all ayes, motion carried.

I. Dexter Historical Society

Motion Scharf second Vrsek to approve the payment to the Dexter Area Historical Society in the amount of \$250 for the display and storage of Webster Township historical artifacts.

Roll call vote, all ayes, motion carried.

J. Voting Equipment Long Term Maintenance Agreement

Motion Calleja second Harms to approve the payment of the Hart Voting Equipment Maintenance Agreement in the amount of \$12,991.80 for years 2022-2026.

Roll call vote, all ayes, motion carried.

K. PDR Amendment

Motion Westman second Kingsley to allocate additional PDR funds needed to purchase property described as 2015-2 in the amount of up to \$2000.00.

Roll call vote, all ayes, motion carried.

Correspondence

Call to Public

Concerns of the Board Members

Adjourn

Motion Westman second Harms to adjourn the meeting at 9:13 p.m.

All ayes, motion carried.

Respectfully submitted,

Barbara Calleja, Clerk



WEBSTER TOWNSHIP

Webster Township Board Meeting

July 20, 2021 - 7:00 P.M.

The Webster Township Board Meeting was called to order at 7:00 p.m. by Supervisor John Kingsley on July 20, 2021 at the Webster Township Hall, 5665 Webster Church Road, Dexter, MI 48130. Members present: Supervisor John Kingsley; Clerk Barbara Calleja; Treasurer John Scharf; Trustees John Westman, Dan Munzel, Jeff Harms, Shelly Vrsek; Deputy Clerk Donna Whitney; Deputy Supervisor Rick Kleinschmidt; Assessor Bill Sinkule, Township Attorney Kyle O'Meara, and 26 citizens.

Meeting opened with the Pledge of Allegiance to the flag

Approval of Minutes

Motion Munzel second Harms to approve the minutes of the Webster Township Board of Trustees Regular Meeting held on June 15, 2021.

All ayes, motion carried.

Supervisor Remarks

Approve Agenda

Motion Scharf second Vrsek to approve the agenda as amended, correcting New Business item B to read Set Millage Levy Rates.

All ayes, motion carried.

Firehall Update

Call to public

Scully Road SAD Public Hearing

Public Hearing opened at 7:12 p.m.

Public Hearing closed at 8:05 p.m.

Minutes of the Scully Road SAD Public Hearing can be viewed on www.webstermi.us

Treasurer's Report

Motion Calleja second Munzel to accept the Treasurer's report and pay bills as presented, as well as those anticipated bills received before our next meeting scheduled for August 17, 2021.

Roll call vote, all ayes, motion carried.



Consent Agenda Reports

1. Planning Commission - Report Received
2. Zoning Inspectors – Report Received
3. Sheriff's Report – Report Received
4. Zoning Board of Appeals - Report Received
5. PDR Committee – Verbal Report Received
6. Fire Department - Report Received
7. WAVE - Report Received

Motion Calleja second Harms to accept the Consent Agenda reports as presented.

All ayes, motion carried.

Old Business

A. Zoning Administrator Sub Committee Update

The committee will draft an RFP for zoning enforcement/zoning administration/planning.

The Township Board will consider the draft RFP, pending legal review.

New Business

A. Scully Road SAD

Motion Scharf second Calleja to postpone action on the Scully Road SAD until the regular Township Board meeting, August 17, 2021.

All ayes, motion carried.

B. Set Millage Levy Rates

Motion Scharf second Harms to approve setting the tax levy rates at:

Operating Millage at 0.7373; Public Safety Millage at 2.6000; PDR Millage at .4731.

Roll call vote, all ayes, motion carried.

C. America Rescue Plan (ARP)

Motion Munzel second Westman to approve Supervisor Kingsley to sign the Coronavirus Local Fiscal Recovery Fund (CLFRF) and choose Option One to accept the CLFRF funding.

All ayes, motion carried.

D. Broadband Resolution

Motion Kingsley second Westman to adopt Resolution 17-21 to encourage the Washtenaw County Board of Commissioners to allocate ARP stimulus funding to a high-speed broadband public/private partnership to connect every home and business in Washtenaw County.

Roll call vote, all ayes and carried.



WEBSTER TOWNSHIP

- E. New retirement plan for township employees
Favorable response to Supervisor Kingsley to collect data on new retirement option for employees.
- F. Fire Station Lettering
No action taken.
- G. Nixon Fireworks Permit
Motion Scharf second Vrsek to approve the fireworks display to be held at 8787 Black Pine Dr., Whitmore Lake, on September 11, 2021 from approximately 9:00 - 9:15 p.m., with no rain date.
Roll call vote, all ayes and carried.

Correspondence

Call to Public

Concerns of the Board Members

Adjourn

Motion Westman second Harms to adjourn the meeting at 9:50 p.m.
All ayes, motion carried.

Respectfully submitted,
Barbara Calleja, Clerk



WEBSTER TOWNSHIP

Webster Township Board Meeting August 17, 2021 - 7:00 P.M.

The Webster Township Board Meeting was called to order at 7:00 p.m. by Supervisor John Kingsley on August 17, 2021 at the Webster Township Hall, 5665 Webster Church Road, Dexter, MI 48130. Members present: Supervisor John Kingsley; Clerk Barbara Calleja; Treasurer John Scharf; Trustees John Westman, Dan Munzel, Jeff Harms, Shelly Vrsek; Deputy Clerk Donna Whitney; Deputy Supervisor Rick Kleinschmidt; Assessor Bill Sinkule, and 16 citizens.

Meeting opened with the Pledge of Allegiance to the flag

Approval of Minutes

Motion Munzel second Harms to approve the minutes of the Webster Township Board of Trustees Regular Meeting and the Scully Road SAD Public Hearing held on July 20, 2021.
All ayes, motion carried.

Motion Munzel second Calleja to approve the minutes of the Webster Township Board of Trustees Special Meeting held on July 28, 2021.
All ayes, motion carried.

Supervisor Remarks

Approve Agenda

Motion Scharf second Munzel to approve the agenda as amended adding New Business item H, PDR Expenditure, and New Business item I, Fire Hall Dedication.
All ayes, motion carried.

Firehall Update

Certificate of Occupancy was presented.

Audit Presentation 2021-Pfeffer, Hanniford & Palka, P.C.

Motion Scharf second Westman to approve the March 31, 2021 Audit Report as presented.
Roll call vote, all ayes, motion carried.

Call to public

Treasurer's Report

Motion Calleja second Harms to accept the Treasurer's report and pay bills as presented, as well as those anticipated bills received before our next meeting scheduled for September 21, 2021.
Roll call vote, all ayes, motion carried.



Consent Agenda Reports

1. Planning Commission - Report Received
2. Zoning Inspectors – Report Received
3. Sheriff's Report – Report Received
4. Zoning Board of Appeals – No Report Received
5. PDR Committee – Report Received
6. Fire Department - Report Received
7. WAVE - Report Received
8. Assessor – Report Received

Motion Munzel second Vrsek to accept the Consent Agenda reports as presented.

All ayes, motion carried.

Old Business

A. Scully Road SAD

Motion Munzel second Harms to have the property owners on Scully Road and Gleason Road pay a full share of the SAD and adjacent Timber Lane property owners pay a quarter share of the SAD, with rates based on 65% flat rate and 35% SEV, and with non-adjacent Timber Lane property owners not to be included in the SAD, and to adopt the resolution formally known as Resolution 18-21.

Roll call vote, Westman no, Vrsek aye, Scharf aye, Kingsley aye, Calleja aye, Harms aye, Munzel aye, motion carried.

B. Zoning Administrator RFP discussion

Discussion on the final draft of the Zoning Administrator RFP.

C. Fire Hall Lettering discussion

No action taken.

New Business

A. Winter Market Festival Permit

Motion Westman second Harms to approve a Festival Permit for the Dexter Winter Marketplace to take place at the Dexter United Methodist Church from 9am-1pm, bi-monthly from November 2021-April 2022, following proper Covid protocol.

Roll call vote, all ayes, motion carried.

B. Federal Procurement Conflict of Interest Policy

Motion Vrsek second Scharf to approve adopting the Federal Procurement Conflict of Interest Policy #03-21 regarding the receiving of goods and services related to the ARPA funds.

Roll call vote, all ayes, motion carried.



WEBSTER TOWNSHIP

C. L-4029 Amendment

Motion Kingsley second Scharf to rescind the previous L-4029 and approve the new L-4029 setting the tax rates at:

Operating Millage at 0.7442; Public Safety Millage at 2.6000; PDR Millage at 0.4775.

Roll call vote, all ayes and carried.

D. Trash Collection discussion

No action taken.

E. Township Hall Maintenance discussion

Will get quotes for exterior trim painting of the township hall.

F. Covid Protocol discussion

No action taken.

G. Escrow Return Tanner

Motion Calleja second Vrsek to return the escrow deposit in the amount of \$5,000.00.

Roll call vote, all ayes and carried.

H. PDR expenditure

Motion Westman second Munzel to approve the expenditure of PDR funds, not to exceed \$3000.00, for an appraisal on property described in application 2019-1.

Roll call vote, all ayes and carried.

I. Fire Hall dedication discussion

The date of September 25, 2021 was chosen for the dedication of the new Webster Township Fire Hall.

Correspondence

Call to Public

Concerns of the Board Members

Adjourn

Motion Westman second Harms to adjourn the meeting at 9:57p.m.

All ayes, motion carried.

Respectfully submitted,
Barbara Calleja, Clerk



WEBSTER TOWNSHIP

Webster Township Board Meeting September 21, 2021 - 7:00 P.M.

The Webster Township Board Meeting was called to order at 7:00 p.m. by Supervisor John Kingsley on September 21, 2021 at the Webster Township Hall, 5665 Webster Church Road, Dexter, MI 48130. Members present: Supervisor John Kingsley; Clerk Barbara Calleja; Treasurer John Scharf absent; Trustees John Westman, Dan Munzel, Jeff Harms, Shelly Vrsek; Deputy Clerk Donna Whitney; Deputy Supervisor Rick Kleinschmidt; Assessor Bill Sinkule, Zoning Administrator Zach Michels, and 11 citizens.

Meeting opened with the Pledge of Allegiance to the flag

Approval of Minutes

Motion Munzel second Westman to approve the minutes of the Webster Township Board of Trustees Regular Meeting on August 17, 2021.
All ayes, motion carried.

Supervisor Remarks

Approve Agenda

Motion Munzel second Harms to approve the agenda as amended adding Old Business Item B, Report on Zoning Administrator RFP.
All ayes, motion carried.

Fire Hall Update on Punch List

Mark Hiser gave update on the punch list, which should be wrapped up next week. Cracked concrete and trees covered by warranty will be watched through the winter. Issue with doors and ships ladder were discussed. Ships ladder will be credited and the DAFD will cover the balance. Trustee Munzel suggested we hold contingency money over the winter.

Call to public

Treasurer's Report

Motion Calleja second Munzel to accept the Treasurer's report and pay bills as presented, as well as those anticipated bills received before our next meeting scheduled for October 19, 2021.
Roll call vote, all ayes, Scharf absent, motion carried.

Consent Agenda Reports

1. Planning Commission - Report Received
2. Zoning Inspectors – Report Received
3. Sheriff's Report – Report Received
4. Zoning Board of Appeals – Report Received



WEBSTER TOWNSHIP

5. PDR Committee – No Report Received
6. Fire Department - Report Received
7. WAVE - Report Received
8. Assessor – Report Received

Motion Harms second Vrsek to approve the Consent Agenda reports as presented.
All ayes, motion carried.

Old Business

A. Employee Retirement

MERS (Municipal Employees' Retirement System) presentation will take place at the October 19, 2021 Board Meeting.

B. Report on Zoning Administrator RFP

Some correspondence but no responses yet. Deadline is *September 30, 2021.

***It was later noted that the correct deadline for the RFP is October 6, 2021.**

New Business

A. Dexter Senior Center

Motion Vrsek second Calleja to pay Dexter Senior Center invoice #21311081 in the amount of \$8100.00 for services rendered by The Dexter Senior Center to Webster Township senior residents for programs and services.

Roll call vote, all ayes, Scharf absent, Westman recused himself, motion carried

B. Meeting Minutes

Discussion on standardizing the procedure for the recording, correcting, and posting of minutes in Webster Township. Trustee Vrsek will work on a policy to be presented at the October 19, 2021 Board Meeting.

C. Fire Station Dedication/Open House

An Open House for the new Webster Township Fire Station will take place on Saturday, September 25, 2021 from 10 AM – 2 PM, with the Donald Zeeb dedication taking place at 10:30 AM.

Correspondence

Call to Public

Concerns of the Board Members

Adjourn

Motion Westman second Harms to adjourn the meeting at 8:19 p.m.

All ayes, motion carried.

Respectfully submitted, Barbara Calleja, Clerk



WEBSTER TOWNSHIP

Webster Township Board Meeting October 19, 2021 at 7:00 P.M.

The Webster Township Board Meeting was called to order at 7:00 p.m. by Supervisor John Kingsley on October 19, 2021 at the Webster Township Hall, 5665 Webster Church Road, Dexter, MI 48130. Members present: Supervisor John Kingsley; Clerk Barbara Calleja; Treasurer John Scharf; Trustees John Westman, Dan Munzel, Jeff Harms, Shelly Vrsek; Deputy Supervisor Rick Kleinschmidt; Assessor Bill Sinkule, Zoning Administrator Zach Michels, and 18 citizens.

Meeting opened with the Pledge of Allegiance to the flag

Approval of Minutes

Motion Munzel second Westman to approve the minutes of the Webster Township Board of Trustees Regular Meeting held on September 21, 2021 as presented.
All ayes, motion carried.

Supervisor Remarks

Approve Agenda

Motion Munzel second Harms to approve the agenda as amended, deleting Item #4, due to incorrect numbering and pulling out the Zoning Administrator and Assessor Reports to be given verbally.
All ayes and motion carried.

Mers Presentation

Presentation given by John Waugh for MERS.

Call to public

Treasurer's Report

Motion Calleja second Munzel to accept the Treasurer's report and pay bills as presented, as well as those anticipated bills received before our next meeting scheduled for November 16, 2021.

Roll call vote, all ayes and motion carried.

Consent Agenda Reports

1. Planning Commission - Report Received
2. Zoning Inspectors – Verbal Report Received
3. Sheriff's Report – Report Received
4. Zoning Board of Appeals – Report Received
5. PDR Committee – Report Received
6. Fire Department - Report Received



WEBSTER TOWNSHIP

7. WAVE - Report Received

8. Assessor – Report Received

Motion Calleja second Vrsek to approve the Consent Agenda reports.

All ayes and motion carried.

Old Business

A. Employee Retirement/Employee Longevity Compensation

Scharf will put together a concept plan that is a mix of retirement and longevity compensation to help encourage employee retention for the November 16, 2021 meeting.

B. Report on Zoning Administrator RFP

Discussion took place. Ad Hoc committee will reconvene.

C. Minutes Policy 04-21

Updated draft will be presented at the November 16, 2021 meeting.

New Business

A. Huron River Watershed Invoice

Motion Munzel second Scharf to pay the 2021 Huron River Watershed Invoice in the amount of \$636.10.

Roll call vote, all ayes and carried.

B. Historical Society Event Discussion

Discussion took place. Historical Society presented an updated rental agreement.

C. Solicit Potential Candidates to Serve on Boards and Commissions

Use website, newspaper and email blast to solicit letters of interest from potential candidates that would be interested in serving on boards and commissions to fill vacancies.

D. Eligibility for Health Insurance for Board Officers

Scharf presented two ideas that he would like board members to think about and give feed back at the November 16, 2021 board meeting.

E. Delegation of Authority (Spending of Taxpayer Dollars)

Discussion of paying consultant invoices.

F. Fire Station (Punch List and Outlook, Training on Building Systems (Scope and Timing)

Discussion took place.

G. Fire Hall Grounds Maintenance

An RFP will be drafted for lawn mowing and gardening needs at the new Fire Station for the November 16, 2021 meeting.



WEBSTER TOWNSHIP

Call to Public

Concerns of the Board Members

Adjourn

Motion Westman second Harms to adjourn the meeting at 9:52 p.m.
All ayes, motion carried.

Respectfully submitted,

Barbara Calleja, Clerk



WEBSTER TOWNSHIP

Webster Township Board Meeting November 16, 2021 at 7:00 P.M.

The Webster Township Board Meeting was called to order at 7:00 p.m. by Supervisor John Kingsley on November 16, 2021 at the Webster Township Hall, 5665 Webster Church Road, Dexter, MI 48130. Members present: Supervisor John Kingsley; Clerk Barbara Calleja; Treasurer John Scharf; Trustees John Westman, Dan Munzel, Jeff Harms-absent, Shelly Vrsek; Deputy Supervisor Rick Kleinschmidt; Assessor Bill Sinkule, Zoning Administrator Zach Michels, and 17 citizens.

Meeting opened with the Pledge of Allegiance to the flag

Approval of Minutes

Motion Westman second Scharf to approve the minutes of the Webster Township Board of Trustees Regular Meeting held on October 19, 2021 as presented.
All ayes, motion carried.

Supervisor Remarks

Approve Agenda

Motion Scharf second Munzel to approve the agenda as amended postponing Old Business Items D, F and New Business E.
All ayes and motion carried.

Call to public

Treasurer's Report

Motion Calleja second Vrsek to accept the Treasurer's report and pay bills as presented, as well as those anticipated bills received before our next meeting scheduled for December 21, 2021.
Roll call vote, all ayes and motion carried.

Consent Agenda Reports

1. Planning Commission - Report Received
2. Zoning Inspectors –Report Received + Verbal
3. Sheriff's Report – Report Received
4. Zoning Board of Appeals – No Report Received
5. PDR Committee – Report Received
6. Fire Department - Report Received
7. WAVE - Report Received
8. Assessor – No Report Received

Motion Munzel second Scharf to approve the Consent Agenda reports.
All ayes and motion carried.



WEBSTER TOWNSHIP

Old Business

A. Historical Society

The Webster Historical Society presented an updated rental agreement stating that all Webster Township Zoning Ordinances need to be abided by including the Nuisance and Noise Ordinance and the agreement states that a fine can be issued for non compliance.

B. Report on Zoning Asministrator RFP

The Ad Hoc committee will modify the existing RFP, send out by end of day, November 24, 2021, with a request to respond by December 31, 2021. The Township Board will hold a special meeting to review the modified job description, tentatively scheduled for November 30, 2021. Time to be determined.

C. Minutes Policy 04-21

Updated draft of the policy will be presented at the tentatively scheduled November 30, 2021 special board meeting.

D. Fire Hall Grounds Maintenance RFP

Supervisor Kingsley will update the RFP with recommended modifications, post on website and get sent out to contractors.

New Business

A. Mute Swan Management and Control

The board directs Supervisor Kingsley to revise the presented sample resolution for consideration at the December 21, 2021 Board of Trustee's meeting.

B. Hackbarth Fireworks Permit

Motion Munzel second Scharf to approve the Hackbarth Fireworks Permit scheduled for December 19, 2021, located at 4785 Gregory Rd, Dexter, scheduled for approximately 7:30 pm for a duration of 10 minutes. Notification must be given to the Dexter Area Fire Department, Washtenaw County Sheriff and the surrounding neighbors. No rain date scheduled.

C. Morningstar Ventures, LLC Letter of Violation Response

Zoning Administrator advised the board of the current standing of violations. Discussion of an outside planner providing the ZBA a report on their upcoming hearings.

D. Waiving of ZBA Fee Request/Hiller

Motion Calleja second Westman to deny the request of the waiving of ZBA fee in the amount of \$815 for hearing to be held on December 7, 2021. Roll call vote, all ayes and carried.



WEBSTER TOWNSHIP

E. Treemore Ecology and Land Services, Inc. October Invoice

Motion Kingsley second Scharf to pay the presented Treemore Invoice minus the five hours and sixteen miles, in charges related to an event.

Motion was withdrawn after discussion.

F. Recruitment for Commissions/Boards

Requests for letters of interest from residents interested in serving on a board or committee have been sent out on an email blast, placed on the website and a Help Wanted paragraph will be printed on the upcoming December tax bills.

Call to Public

Concerns of the Board Members

Adjourn

Motion Westman second Vrsek to adjourn the meeting at 9:39 p.m.

All ayes, motion carried.

Respectfully submitted,

Barbara Calleja, Clerk



WEBSTER TOWNSHIP

Webster Township Board Meeting December 21, 2021 at 7:00 P.M.

The Webster Township Board Meeting was called to order at 7:00 p.m. by Supervisor John Kingsley on December 21, 2021 at the Webster Township Hall, 5665 Webster Church Road, Dexter, MI 48130. Members present: Supervisor John Kingsley; Clerk Barbara Calleja; Treasurer John Scharf; Trustees John Westman, Dan Munzel, Jeff Harms, Shelly Vrsek; Deputy Supervisor Rick Kleinschmidt; Deputy Clerk Donna Whitney; Assessor Bill Sinkule; and 16 citizens.

Meeting opened with the Pledge of Allegiance to the flag

Approval of Minutes

Motion Westman second Vrsek to approve the minutes of the Webster Township Board of Trustees Regular Meeting held on November 16, 2021 and the Webster Township Board of Trustees Special Meeting held on November 30, 2021, as presented.
All ayes and motion carried.

Supervisor Remarks

Approve Agenda

Motion Munzel second Harms to approve the agenda as presented.
All ayes and motion carried.

Call to public

Treasurer's Report

Motion Calleja second Harms to accept the Treasurer's report and pay bills as presented, as well as those anticipated bills received before our next meeting scheduled for January 18, 2022.
Roll call vote, all ayes and motion carried.

Consent Agenda Reports

1. Planning Commission - Report Received
2. Zoning Inspectors –Report Received
3. Sheriff's Report – Report Received
4. Zoning Board of Appeals – No Report Received
5. PDR Committee – Report Received
6. Fire Department - Report Received
7. WAVE - Report Received
8. Assessor – Report Received

Motion Munzel second Scharf to approve the Consent Agenda reports as amended pulling out the Assessor Report.
All ayes and motion carried.



WEBSTER TOWNSHIP

Old Business

A. Update on Zoning Administrator RFP

Motion Vrsek second Harms to accept the Zoning Administrator job posting as amended and post the position publicly.

All ayes and motion carried.

Motion Scharf second Calleja to allow the sub committee to conduct the initial interviews for the Zoning Administrator position.

All ayes and motion carried.

B. Discussion on Insurance for Board Officers

Discussion took place and will be on the January 18, 2022 agenda.

C. Discussion on Employee MERS plans

Discussion took place and will be on the January 18, 2022 agenda.

D. Resolution 06-21

Motion Vrsek second Westman to approve Resolution 06-21 as amended, for the 5 year period of 2022-2026.

Roll call vote, Kingsley aye, Calleja aye, Harms nay, Munzel aye, Vrsek aye, Westman aye, Scharf nay, and motion carried.

New Business

A. Treemore Contract

Motion Westman second Scharf to present an updated contract at the January 18, 2022 meeting.

All ayes and motion carried.

B. Discussion on Fire Department Cost Recovery

No action taken.

C. Appointments

Planning Commission:

Tom Neil for a term ending 12-2024

Rick Kleinschmidt for a term ending 12-2022

Kay Stremmer reappointed for a term ending 12-2024

Motion Kingsley second Westman.

Roll call vote, all ayes and motion carried.

ZBA: 1 position - 3 year term

No appointment made at this time.



WEBSTER TOWNSHIP

Farmland and Open Space Committee: 3 positions - 2 year terms

Julie Frost reappointed for a term ending 12-2023

Jerry Nordblom reappointed for a term ending 12-2023

John Westman reappointed for a term ending 12-2023

Motion Calleja second Scharf.

Roll call vote, all ayes and motion carried.

Compensation Commission:

No appointments at this time.

Dexter Area Fire Department Board: 6 year term

Dan Munzel reappointed for a term ending 12-2027

Motion Kingsley second Calleja.

Roll call vote, all ayes and motion carried.

Watershed Council:

Kay Stremmer appointed to fill out the term ending 10-2022

Motion Kingsley second Westman.

Roll call vote, all ayes and motion carried.

Parks & Recreation Committee:

A resolution to re-establish the Parks and Recreation committee needs to be approved before filling appointments.

D. Morningstar Ventures LLC, ZBA Fee Waiver

No action taken

E. PDR Expenditures

MOTION WESTMAN SECOND SCHARF TO APPROVE THE EXPENDITURE OF PDR FUNDS, NOT TO EXCEED \$53,000.00 FOR THE PURCHASE OF A CONSERVATION EASEMENT AND TO ASK THE SUPERVISOR TO SIGN THE PURCHASE AGREEMENT AND ANY SUPPORTING DOCUMENTS FOR PROPERTY DESCRIBED IN APPLICATION 2014-1.

MOTION WESTMAN SECOND SCHARF TO RESCIND THE MOTION TO APPROVE THE EXPENDITURE OF PDR FUNDS, NOT TO EXCEED \$53,000.00 FOR THE PURCHASE OF A CONSERVATION EASEMENT AND TO ASK THE SUPERVISOR TO SIGN THE PURCHASE AGREEMENT AND ANY SUPPORTING DOCUMENTS FOR PROPERTY DESCRIBED IN APPLICATION 2014-1.

~~Motion Westman second Scharf rescind the April 20, 2021 motion for the expenditure of PDR funds, not to exceed \$50,000.00 for the purchase of a conservation easement on property described in application 2014-1.~~

~~Roll call vote, all ayes and motion carried.~~



WEBSTER TOWNSHIP

Motion Westman second Munzel to approve an expenditure of PDR funds, not to exceed an additional \$3500.00 beyond the original amount of \$50,000.00 for a conservation easement, and to ask the supervisor to sign the Purchase Agreement and any supporting documents for property described in application 2014-1.
Roll call vote, all ayes and motion carried.

Motion Westman second Munzel to approve the expenditure of PDR funds, not to exceed \$2500.00, for an Environmental Site Assessment (ESA); to approve the expenditure of PDR funds, not to exceed \$80,000.00, for the purchase of a conservation easement and to ask the supervisor to sign the Purchase Agreement and any supporting documents for property described in application 2017-4.
Roll call vote, all ayes and motion carried.

Motion Westman second Harms to ask the supervisor to sign documents associated with an application to the State of Michigan Agricultural Preservation Fund for property described in application 2019-1.
Roll call vote, all ayes and motion carried.

Correspondence

Call to Public

Concerns of the Board Members

Adjourn

Motion Westman second Harms to adjourn the meeting at 9:26 p.m.
All ayes and motion carried.

Respectfully submitted,

Barbara Calleja, Clerk