



WEBSTER TOWNSHIP

Webster Township Board Meeting January 18, 2022 at 7:00 P.M.

The Webster Township Board Meeting was called to order at 7:00 p.m. by Supervisor John Kingsley on January 18, 2022 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; Assessor Bill Sinkule; Zoning Administrator Zach Micheles and 9 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 December 21, 2021 as amended.
All ayes and motion carried.

Supervisor Remarks

Approve Agenda

Motion Scharf second Harms to approve the agenda as amended adding New Business item L, Fire Hall Punch List.
All ayes and motion carried.

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 February 15, 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 – Report Received
5. PDR Committee – Report Received
6. Fire Department - Report Received
7. WAVE – No report Received
8. Assessor – No report Received



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Motion Scharf second Calleja to approve the Consent Agenda reports as presented.
All ayes and motion carried.

Old Business

- A. Update on Zoning Administrator RFP
Discussion

- B. Discussion on Insurance for Board Officers
Motion Kingsley second Westman to adopt Resolution No. 01-22.
Roll Call Vote, Vrsek nay, Westman nay, Scharf nay, Kingsley aye, Calleja nay, Harms nay, Munzel nay, motion failed.
Discussion to continue at February 15, 2022 Board Meeting.

- C. Discussion on Employee MERS plans
Action item for the February 15, 2022 Board Meeting.

- D. Amend number for Mute Swan Resolution
Motion Vrsek second Harms to amend the December 21, 2021 Mute Swan Resolution to be renumbered to No. 19-21.
All ayes and motion carried.

- E. Independent Contractor Agreement
Motion Kingsley second Harms to approve the Independent Contractor Agreement with Treemore Ecology and Land Services, Inc. retroactive to January 1, 2022.

Motion Scharf second Calleja to amend the motion to enter into the Independent Contractor Agreement with Treemore Ecology and Land Services without a rate increase.

Roll Call Vote, Munzel nay, Harms aye, Calleja aye, Kingsley aye, Scharf aye, Westman nay, Vrsek aye and motion carried.

Motion Kingsley second Harms to approve the Independent Contractor Agreement with Treemore Ecology and Land Services as amended.

Scharf aye, Westman aye, Vrsek aye, Kingsley aye, Calleja aye, Harms aye, Munzel aye.

New Business

- A. Zoning Ordinance Amendments
Motion Westman second Harms to approve Resolution No. 02-22 to adopt amendments to Ordinance No. 08-11, to amend the requirements for Special Event Permits and Special Events, Section 12.30, and to add a definition for "Special Events", Section 2.10.
All ayes and motion carried.



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B. Festival Permit Application

Motion Munzel second Vrsek to adopt the Special Event Permit Application, version dated January 2022, as presented.

All ayes and carried.

C. Escrow Return

Motion Scharf second Calleja to return the Christopher Loper escrow in the amount of \$5000.00.

Roll Call Vote, all ayes and carried.

D. Poverty Exemption

Motion Scharf second Westman to adopt the 2022 Poverty Exemption Guidelines, adjusting the Webster Township income guidelines to be \$26,000.00 for a single person and increasing the amount of each additional person by \$5000.00 and making the asset guideline to be \$40,000.00.

Roll Call Vote, all ayes and carried.

E. Burnell Waiver of Fee

Motion Scharf second Calleja to waive the \$815.00 fee for the Burnell second ZBA hearing.

Roll Call Vote, all ayes and carried.

F. Road Millage

Discussion.

G. Parks & Rec Committee Formation

Motion Westman second Scharf to approve Resolution No. 03-22, as amended, to rescind any prior resolutions or motions and dissolve any prior Parks and Recreation Committee, and to create a new Parks and Recreation Committee.

All ayes and carried.

H. Parking Lot

Discussion.

I. Appointments

Kingsley appoints Richard Kleinschmidt as Deputy Supervisor.

Motion Kingsley second Scharf to appoint Julie Nixon to the Planning Commission for a term to end 12/2023.

All ayes and carried.



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Motion Kingsley second Scharf to appoint Jeff Harms to the ZBA for a term to end 12/2024.

All ayes and carried.

Motion Kingsley second Munzel to appoint to the Parks and Recreation Committee Jeff Plakke for a term to end 12/2025, Joanne Westman for a term to end 12/2024, Lisa Soranno for a term to end 12/2023, Geoffrey Gaither for a term to end 12/2025, and Brian Barrick for a term to end 12/2024.

All ayes and carried.

J. Covid Protocol Update

Motion Vrsek second Harms to accept the 01/18/2022 Webster Township updated Covid-19 Response Plan.

All ayes and carried.

K. Zoning Administrator Offer Letter

Motion Kingsley second Westman to offer up an employment offer letter to Zach Micheles, to make him a township employee.

Roll Call Vote, all ayes and carried

L. Fire Hall Punch List

Follow up with Chief Smith.

Correspondence

Call to Public

Concerns of the Board Members

Adjourn

Motion Westman second Vrsek to adjourn the meeting at 9:36 p.m.

All ayes and motion carried.

Respectfully submitted,

Barbara Calleja, Clerk



WEBSTER TOWNSHIP

Webster Township Board Meeting February 15, 2022 at 7:00 P.M.

The Webster Township Board Meeting was called to order at 7:00 p.m. by Clerk Barbara Calleja on February 15, 2022 at the Webster Township Hall, 5665 Webster Church Road, Dexter, MI 48130. Members present: Deputy Supervisor Rick Kleinschmidt; Clerk Barbara Calleja; Treasurer John Scharf; Trustees Dan Munzel, Jeff Harms, Shelly Vrsek; Deputy Clerk Donna Whitney; Assessor Bill Sinkule; and 12 citizens.

Absent: Supervisor John Kingsley, Trustee John Westman

Motion Calleja second Harms to elect John Scharf to moderate the meeting.

All ayes and motion carried.

Absent: Kingsley, Westman

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 January 18, 2022 as presented.

All ayes and motion carried.

Absent: Kingsley, Westman

Remarks

Approve Agenda

Motion Munzel second Harms to approve the agenda as amended breaking out the ZBA and Assessor reports for a verbal report.

All ayes and motion carried.

Absent: Kingsley, Westman

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 March 15, 2022.

Roll call vote, all ayes and motion carried.

Absent: Kingsley, Westman



Consent Agenda Reports

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

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

All ayes and motion carried.

Absent: Kingsley, Westman

Old Business

- A. Insurance for Board Officers

Motion Vrsek, there was no second to offer up Resolution 04-22.

No action taken.

- B. Employee MERS

Motion Munzel second Harms to adopt and execute the MERS Defined Contribution Plan Resolution, effective April 2022.

Roll Call Vote, all ayes and carried.

Absent: Kingsley, Westman

Motion Munzel second Vrsek to adopt and execute the MERS Uniform 457 Supplemental Retirement Program Resolution, effective April 2022.

Roll Call Vote, all ayes and carried.

Absent: Kingsley, Westman

Motion Calleja second Harms to adopt and execute the resolution establishing Authorized Signatories for MERS Contracts and MERS Service Credit Purchase Approvals, effective April 2022.

Roll Call Vote, all ayes and carried.

Absent: Kingsley, Westman

- C. Independent Contractor Agreement

Motion Munzel second Vrsek to approve the Independent Contractor Agreement with Treemore Ecology and Land Services, Inc., as presented on February 15, 2022, retroactive to 1/1/2022 and superseding all other contracts.

Roll Call Vote, all ayes and carried.

Absent: Kingsley, Westman



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D. Fire Hall Punch List

Discussion on still unfinished work on the punch list. Doors have gaps and are not sealing properly. Barb will reach out to Mark Hiser.

New Business

A. Master Plan

Motion Calleja second Harms to authorize the distribution and review of the Draft Master Plan to neighboring governmental entities and public utilities per the procedures of the Michigan Planning Enabling Act.

Roll Call Vote, all ayes and carried.

Absent: Kingsley, Westman

B. Planning RFP

Motion Harms second Scharf to authorize the Supervisor and/or Deputy Supervisor to pursue the signing of a contract with one of the top two recommended planning & zoning firms, Rowe or Giffels Webster.

Roll Call Vote, all ayes and carried.

Absent: Kingsley, Westman

C. Draft Budget Discussion

A Budget Public Hearing will take place at the March 15, 2022 Board Meeting.

Correspondence

Call to Public

Concerns of the Board Members

Adjourn

Motion Harms second Vrsek to adjourn the meeting at 9:15 p.m.

All ayes and motion carried.

Absent: Kingsley, Westman

Respectfully submitted,

Barbara Calleja, Clerk



WEBSTER TOWNSHIP

Webster Township Board Meeting March 15, 2022 at 7:00 P.M.

The Webster Township Board Meeting was called to order at 7:00 p.m. by Supervisor John Kingsley on March 15, 2022 at the Webster Township Hall, 5665 Webster Church Road, Dexter, MI 48130. Members present: Supervisor John Kingsley; Clerk Barbara Calleja; Treasurer John Scharf; Trustees Dan Munzel, Jeff Harms, John Westman; Deputy Supervisor Rick Kleinschmidt; Deputy Clerk Donna Whitney; Assessor Bill Sinkule; Zoning Administrators Sri Komaragiri, Stephanie Osborn; and 16 citizens.

Absent: Shelly Vrsek

Meeting opened with the Pledge of Allegiance to the flag

Approval of Minutes

Motion Scharf second Munzel to approve the minutes of the Webster Township Board of Trustees Regular Meeting held on February 15, 2022 as presented.

All ayes and motion carried. Absent: Vrsek

Supervisor Remarks

Approve Agenda

Motion Scharf second Harms to approve the agenda as presented.

All ayes and motion carried. Absent: Vrsek

Call to public

Budget Public Hearing

Minutes of the Budget 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 April 19, 2022.

Roll call vote, all ayes and motion carried. Absent: Vrsek

Consent Agenda Reports

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



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Motion Scharf second Harms to accept the Consent Agenda reports as amended breaking out Zoning Report as a verbal report.

All ayes and motion carried. Absent: Vrsek

New Business

A. Adopt Budget FY2023

Motion Westman second Munzel to adopt the FY 2023 Budget as amended, supported by .7442 mills for General Fund; 2.6 mills for Public Safety Fund and .4775 mills for PDR Fund.

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

B. Huron Chain of Lakes Resolution

Motion Westman second Calleja to approve Resolution 10-22, Lower Huron River Chain of Lakes Improvement Project.

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

C. Whitney Farm Maple Syrup Breakfast Permit

Motion Munzel second Harms to approve a Special Event Permit Application for the Whitney Farmstead Maple Syrup Open House to take place on March 19, 2022 from 10am-6pm.

Roll call vote, all ayes and motion carried. Absent: Vrsek

D. Washtenaw County Road Commission (WCRC) 2022 Local Road Agreement

Motion Scharf second Westman to approve 2 portions of the 2022 Webster Township Agreement with the WCRC: Dust Control for an estimated cost of \$49,933.08 and the Huron River Drive project for an estimated cost of \$189,500.00, less the WCRC 2022 Local Matching Funds.

Roll call vote, all ayes and motion carried. Absent: Vrsek

E. Annual Policy

Motion Calleja second Harm to adopt the 2022-2023 Annual Policy for Township Operations No. 01-22, as amended.

All ayes and motion carried. Absent: Vrsek

F. Meeting Dates-BOT/PC/PDR

Motion Westman second Scharf to accept the Open Space Preservation Board (PDR) meeting schedule as presented.

All ayes and motion carried. Absent: Vrsek



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Motion Munzel second Harms to accept the Board of Trustees meeting schedule as presented.

All ayes and motion carried. Absent: Vrsek

Motion Calleja second Harms to accept the Planning Commission meeting schedule as amended.

All ayes and motion carried. Absent: Vrsek

G. Wage Policies

Motion Scharf second Harms to adopt Policy No. 02-22 Wage Policies: Appointed Boards FY 2023.

Roll call vote, all ayes and motion carried. Absent: Vrsek

H. Budget Policies

Motion Calleja second Munzel to adopt Policy No. 03-22, Budget Policies: FY 2023 as amended to correct the policy number.

Roll call vote, all ayes and motion carried. Absent: Vrsek

I. Wage Resolutions

Motion Harms second Calleja to adopt Resolution 04-22, as amended, to pay the in house Assessor with Level III credentials a rate of \$84,029.94 plus 8% retirement as outlined in the newly adopted MERS plan and fringes as outlined in the Employee Handbook.

Roll call vote, all ayes and motion carried. Absent: Vrsek

Motion Munzel second Harms to adopt Resolution 05-22, as amended, to pay the Office Manager at the rate of \$43,850.00 plus 7.5% retirement as outlined in the newly adopted MERS plan and fringes as outlined in the Employee Handbook.

Roll call vote, all ayes and motion carried. Absent: Vrsek

Motion Calleja second Westman to adopt Resolution 06-22, as amended, to pay the Deputy Clerk at the rate of \$29.00 per hour.

Roll call vote, all ayes and motion carried. Absent: Vrsek

Motion Munzel second Calleja to adopt Resolution 07-22, as amended, to pay the Deputy Treasurer at the rate of \$29.00 per hour.

Roll call vote, all ayes and motion carried. Absent: Vrsek

Motion Calleja second Harms to adopt Resolution 08-22, as amended, to pay the Deputy Supervisor at the rate of \$29.00 per hour.

Roll call vote, all ayes and motion carried. Absent: Vrsek



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Motion Munzel second Scharf to adopt Resolution 09-22, as amended, to pay the Property Inspector at the rate of \$20.00 per hour.

Roll call vote, all ayes and motion carried. Absent: Vrsek

J. SLFRF Recipient Designation

Motion Westman second Harms to assign John Scharf as the Account Administrator, the Point of Contact for Reporting, and the Authorized Representative for Reporting for Federal Government ARPA funds.

All ayes and motion carried. Absent: Vrsek

K. Decker Invoice

Motion Harms second Westman to pay the Decker Agency annual Insurance Policy, Invoice No. 4095, in the amount of \$14,281.00, effective 04-02-2022.

Roll call vote, all ayes and motion carried. Absent: Vrsek

L. ZBA Training

Motion Kingsley second Scharf to have the Fahey Schultz Burzych Rhodes law firm hold an in-person ZBA workshop at a date to be determined, for the amount of \$2,500.

Roll call vote, all ayes and motion carried. Absent: Vrsek

M. Spring Clean Up Date

Motion Kingsley second Westman to hold the 2022 Webster Township Spring Clean Day on April 23, 2022.

All ayes and motion carried. Absent: Vrsek

Correspondence

Call to Public

Concerns of the Board Members

Adjourn

Motion Westman second Harms to adjourn the meeting at 9:29 p.m.

All ayes and motion carried.

Respectfully submitted,
Barbara Calleja, Clerk



WEBSTER TOWNSHIP

Webster Township Board Meeting April 19, 2022 at 7:00 P.M.

The Webster Township Board Meeting was called to order at 7:00 p.m. by Supervisor John Kingsley on April 19, 2022 at the Webster Township Hall, 5665 Webster Church Road, Dexter, MI 48130. Members present: Supervisor John Kingsley; Clerk Barbara Calleja; Treasurer John Scharf; Trustees Dan Munzel, Jeff Harms, John Westman, Shelly Vrsek; Deputy Supervisor Rick Kleinschmidt; Deputy Clerk Donna Whitney; Zoning Administrators Sri Komaragiri, Stephanie Osborn; and 18 citizens.

Meeting opened with the Pledge of Allegiance to the flag

Approval of Minutes

Motion Scharf second Munzel to approve the minutes of the Webster Township Board of Trustees Regular Meeting held on March 15, 2022, as presented.
All ayes and motion carried.

Motion Calleja second Munzel to approve the minutes of the Webster Township Budget Public Hearing FY 2023 held on March 15, 2022, as amended.
All ayes and motion carried.

Supervisor Remarks

Approve Agenda

Motion Munzel second Harms to approve the agenda as amended, adding item M, Leasing of property behind new Fire Station, and item N, MTA Premium Pass.
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 May 17, 2022.
Roll call vote, all ayes and motion carried.

Consent Agenda Reports

1. Planning Commission - Report Received
2. Zoning Report - Report Received
3. Sheriff's Report – Report Received
4. Zoning Board of Appeals – Report Received
5. PDR Committee – Report Received, Estimate Received, Verbal Report



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6. Fire Department - Report Received

7. WAVE – Report Received

8. Assessor – Report Received

Motion Scharf second Harms to accept the Consent Agenda reports as amended, breaking out the PDR report as a verbal report.

All ayes and motion carried.

Old Business

A. Fire Hall punch list

Building should be completed in the next couple weeks. Doors should be completed by the May Board meeting. Sidewalk and tree repair/replacement will happen later in the spring.

B. Washtenaw County Road Commission (WCRC) 2022 Local Road Agreement

Motion Munzel second Westman to postpone the 2022 Webster Township Agreement with the WCRC to request a cost estimate as well as data analysis from the WCRC for the portion of Walsh Rd. between Huron River Drive and Mast Rd.

All ayes and motion carried.

New Business

A. Special Land Use Permit, LaFontaine

Motion Calleja second Harms to adopt Resolution No. 12-22, Special Use Permit from LAG Development LCC, adding additional site plan conditions:

1. The applicant shall investigate additional opportunities to exceed the minimum requirement for stormwater management detention proposed on site. Proposed alternative shall be presented at time of Preliminary Site Plan consideration and shall be included in the final site plan submittal.
2. The applicant shall submit the letter of request for extension of the ZBA Variance within a month before it expires.

Roll call vote, all ayes and motion carried.

B. St. Joseph Event Permit

Motion Scharf second Westman to approve the Special Event Permit for the St. Joseph Parish Summer Festival, scheduled for July 22, 23 and 24, 2022 with no rain date.

Roll call vote, all ayes, motion carried.

C. Public Safety Millage Ballot Language

Motion Scharf second Harms to approve Resolution No. 11-22 as amended to have Webster Township renew and levy 3.2780 mills (\$3.2780 per \$1000 of taxable value) for the purpose of providing police and fire protection within Webster Township through 2031 and to instruct the clerk to have the ballot language placed on the August 2, 2022 ballot.

Roll call vote, all ayes, motion carried.



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D. CIP Transfer

Motion Kingsley second Scharf to authorize the treasurer to transfer \$525,000 from the General Fund to the CIP fund as outlined in the FY2023 budget.

Roll call vote, all ayes, motion carried.

E. Election Laptops Purchase Approval

Motion Vrsek second Calleja to approve the expenditure of \$3,635.40 for the purchase of 4 Election Laptops plus flash drives and carrying cases.

Roll call vote, all ayes, motion carried.

F. RFP Fire Station

Motion Scharf second Harms to accept a landscape proposal contract from Tom Heller of \$300 for weekly mowing and landscaping at the Webster Fire Station plus an additional cost for yearly mulching for a cost up to \$2000.

Roll call vote, all ayes, motion carried.

G. Zoning Administrator Memorandum – Temporary Housing

No action taken.

H. Moratorium on Enforcement RE: Temporary housing of refugees in single family home

No action taken. To be placed on the May 17, 2022 BOT agenda.

I. PDR expenditure

Motion Westman second Munzel to approve the expenditure of PDR funds, not to exceed \$5,000 for a survey and \$2,500 for an environmental site assessment on property described in application 2019-1.

Roll call vote, all ayes, motion carried.

Motion Westman second Scharf to approve the expenditure of PDR funds, not to exceed \$3,000 for an appraisal, \$5,000 for a survey and \$2,500 for an environmental site assessment on property described in application 2021-1.

Roll call vote, all ayes, motion carried.

Motion Westman second Vrsek to approve the expenditure of PDR funds, not to exceed \$3,000 for an appraisal, \$5,000 for a survey and \$2,500 for an environmental site assessment on property described in application 2021-2.

Roll call vote, all ayes, motion carried.

J. Zoning Ordinance Audit - Giffels Webster

No action taken. The board has requested to see some sample health audits that have been performed by Giffels Webster and the item will be placed on the May 17, 2022 BOT agenda for further discussion.



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K. MiFarmLink Project

Motion Kingsley second Vrsek to authorize supervisor Kingsley to draft and send a letter in support of the MiFarmLink Collaborative Project.
All ayes and motion carried.

L. Parks and Recreation Committee - next move

Supervisor Kingsley will contact appointed members to pick a kick off meeting date for the committee to start work drafting bi-laws. Meeting to hopefully happen by June 2022.

M. Leasing of land behind Fire Station

Motion Kingsley second Westman to approve leasing the land behind the new Webster Fire Station, which is less than 5 acres, to a Webster resident, with the stipulation that it be used for producing and harvesting hay, and no other crop, for the cost of \$180 a year for 5 years.
Roll call vote, all ayes, motion carried.

N. MTA Premium Pass

Motion Harms second Scharf to renew the MTA Premium Pass to be used for training purposes for all Webster Township boards, Commissions and office staff.
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 10:26 p.m.
All ayes and motion carried.

Respectfully submitted,
Barbara Calleja, Clerk



WEBSTER TOWNSHIP

Webster Township Board Meeting May 17, 2022 at 7:00 P.M.

The Webster Township Board Meeting was called to order at 7:25 p.m. by Supervisor John Kingsley on May 17, 2022 at the Webster Township Hall, 5665 Webster Church Road, Dexter, MI 48130. Members present: Supervisor John Kingsley; Clerk Barbara Calleja; Treasurer John Scharf; Trustees Dan Munzel, Jeff Harms, John Westman; Zoning Administrator Sri Komaragiri; Assessor Bill Sinkule; Deputy Supervisor Rick Kleinschmidt; Deputy Clerk Donna Whitney; and 11 citizens.
Absent: Trustee Shelly Vrsek

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 April 19, 2022, as presented.
All ayes and motion carried. Absent: Vrsek

Supervisor Remarks

Approve Agenda

Motion Harms second Munzel to approve the agenda as amended, adding Fire Hall Update as Old Business item D, and Webster Township Historical Society as New Business item G.
All ayes and motion carried. Absent: Vrsek

Call to public

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 before our next meeting scheduled for June 21, 2022.
Roll call vote, all ayes and motion carried. Absent: Vrsek

Consent Agenda Reports

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



WEBSTER TOWNSHIP

Motion Scharf second Calleja to accept the Consent Agenda reports as amended, breaking out the PDR report and the Assessor report as verbal reports.

All ayes and motion carried. Absent: Vrsek

Old Business

A. Road Projects

Motion Kingsley second Westman to increase the budget Road Maintenance and Repair line item 101-449-813.000 from \$430,000 to \$530,000.

Roll call vote, all ayes and motion carried. Absent: Vrsek

Motion Kingsley second Westman to approve an agreement between the Washtenaw County Road Commission and Webster Township to do improvements on Walsh Road, from Mast to Huron River Drive, work to include tree cutting, roadside berm removal, ditching, culvert replacements, mailbox relocations, shaping the existing surface, the application of 8" (C.I.P) of 23a limestone (approximately 8,700 tons) with associated dust control and project renovation, for an estimated project cost of \$338,600.

Roll call vote, all ayes and motion carried. Absent: Vrsek

B. Moratorium on Enforcement RE: Temporary housing of refugees in single family home

No action taken.

C. Zoning Ordinance Audit

Motion Westman second Scharf to approve Giffels Webster to perform a Zoning Ordinance Audit for a cost not to exceed \$6,900 and a Road and Land Division Ordinance Audit for a cost not to exceed \$2,300, for a total of both audits not to exceed \$9,200.

Roll call vote, all ayes and motion carried. Absent: Vrsek

D. Fire Hall Update

Many items remain undone in the building and on the grounds.

New Business

A. Schwarck Motorcycle Trials

Motion Westman second Harms to approve a permit for the Sam Schwarck Motorcycle Trials to be held on June 26, 2022 and October 9, 2022 from 10am-6pm with the stipulation that no complaints were received on the previous event.

Roll call vote, all ayes and motion carried. Absent: Vrsek

B. Emergency Sirens-ARPA Funds

No action taken. To be placed on the June 21, 2022 BOT agenda.



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C. Zoning Ordinance Amendment, Resolution No. 13-22

Motion Westman second Harms to adopt Resolution No. 13-22, amending Zoning Ordinance Article 9, SECTION 9.22. D. ix.

Roll call vote, all ayes and motion carried. Absent: Vrsek

D. Zoning Ordinance Amendment, Resolution No. 14-22

Motion Calleja second Westman to adopt Resolution No. 14-22, amending Zoning Ordinance Article 6, SECTION 6.10. B. (3). (b). iv.

Roll call vote, all ayes and motion carried. Absent: Vrsek

E. Flyer Summer Taxes

Motion Kingsley second Scharf to include the modified August 2, 2022 Public Safety Millage Renewal flyer to be included in the summer 2022 tax mailing.

All ayes and motion carried. Absent: Vrsek

F. PDR Expenditure

Motion Westman second Kingsley to approve the expenditure of PDR funds, not to exceed \$2500.00, for an environmental site assessment on property described in application 2022-1 contingent upon the execution of a conservation easement donation to Webster Township.

Roll call vote, all ayes and motion carried. Absent: Vrsek

G. Webster Township Historical Society

Motion Westman second Calleja to pay the Webster Township Historical Society invoice in the amount of \$350 for the safekeeping of township records.

Roll call vote, all ayes and motion carried. Absent: Vrsek

Correspondence

Call to Public

Concerns of the Board Members

Adjourn

Motion Westman second Harms to adjourn the meeting at 9:16 p.m.

All ayes and motion carried. Absent: Vrsek

Respectfully submitted,
Barbara Calleja, Clerk



WEBSTER TOWNSHIP

Webster Township Board Meeting June 21, 2022 at 7:00 P.M.

The Webster Township Board Meeting was called to order at 7:00 p.m. by Supervisor John Kingsley on June 21, 2022 at the Webster Township Hall, 5665 Webster Church Road, Dexter, MI 48130. Members present: Supervisor John Kingsley; Clerk Barbara Calleja; Treasurer John Scharf; Trustees Dan Munzel, Jeff Harms, John Westman, Shelly Vrsek; Zoning Administrator Sri Komaragiri; Deputy Supervisor Rick Kleinschmidt; Deputy Clerk Donna Whitney; and 8 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 Webster Township Special Meeting between the Township Board and the Washtenaw County Road Commission, held on May 17, 2022, as presented. All ayes and motion carried.

Supervisor Remarks

Approve Agenda

Motion Scharf second Vrsek to approve the agenda, amending item E adding to Budget Amendments, Trust and Agency Fund, and adding New Business item H, Huron River Watershed Council Membership Dues, and New Business item I, Webster Fall Festival Event Permit Application. All ayes and motion carried.

Call to public

Webster Historical Society Presentation

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 19, 2022. Roll call vote, all ayes and motion carried.

Consent Agenda Reports

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



WEBSTER TOWNSHIP

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

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

All ayes and motion carried.

Old Business

A. Update on Fire Hall Punch List

Discussion on 1 year warranty date and scheduling a walk through to look at remaining items: signage inside building, tree replacement, sidewalk repairs, interior door lock pad, decon door exterior accessibility, floor repair between residential area and bays.

B. Emergency Sirens

No action taken.

New Business

A. Dexter Historical Society

Motion Westman second Vrsek to approve the payment to the Dexter Area Historical Society in the amount of \$250 for service provided to Webster Township.

Roll call vote, all ayes, motion carried.

B. Zoning Ordinance Amendment Resolution #15-22

Motion Westman second Scharf to adopt Resolution No. 15-22 to amend Webster Zoning Ordinance No. 08-11, Article 1, Section 2.10 and Article 3, Section 3.30, separating the performance duties of the Zoning Administrator and Zoning Enforcement Officer.

Roll call vote, all ayes, motion carried.

C. Road Millage Discussion

Motion Westman second Calleja to postpone discussing a road millage until the August 16, 2022 Board Meeting, after the results of the Public Safety Millage.

All ayes and motion carried.

D. Election Worker Wages

Motion Westman second Scharf to increase the wages of Webster Township Election Inspectors by 25% as follows: Election Inspector from \$12 to \$15/hour; Co-Chair from \$14 to \$17.50/hour; Chairperson from \$15 to \$18.75/hour

Roll call vote, all ayes, motion carried.



E. Budget Amendment ZBA Professional Development and Trust & Agency Fund

Motion Scharf second Harms to approve budget amendments as follows: Increase ZBA Professional Development line item #101-412-711.003 from \$1000 to \$3500; decrease Trust and Agency Fund revenue line item #701-265-932.300 from \$3600 to \$0.00; decrease Trust and Agency Fund expenditure line item #701-000-721.000 from \$80,000 to \$0.00.

Roll call vote, all ayes and motion carried.

F. Investment Policy

No action taken. To be placed on the July 19, 2022 Board Meeting agenda.

G. MTA Annual Dues

Motion Westman second Scharf to approve paying the MTA Dues invoice in the amount of \$6653.02 plus the Legal Defense Fund contribution of \$199.59 for a total of \$6852.61 for the time period of July 1, 2022 to June 30, 2023.

Roll call vote, all ayes, motion carried.

H. Huron River Watershed Membership Dues

Motion Munzel second Vrsek to pay the invoice for the Huron River Watershed Council 2022 Membership Dues, in the amount of \$657.50.

Roll call vote, all ayes, motion carried.

I. Webster Fall Festival Permit Application

Motion Vrsek second Westman to approve the Permit Application for the 2022 Webster Fall Festival, scheduled for Saturday, September 24, 2022, from 9:30 a.m. to 6:00 p.m.

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 8:21 p.m.

All ayes and motion carried.

Respectfully submitted,
Barbara Calleja, Clerk



WEBSTER TOWNSHIP

Webster Township Board Meeting July 19, 2022 at 7:00 P.M.

The Webster Township Board Meeting was called to order at 7:00 p.m. by Supervisor John Kingsley on July 19, 2022 at the Webster Township Hall, 5665 Webster Church Road, Dexter, MI 48130. Members present: Supervisor John Kingsley; Clerk Barbara Calleja; Treasurer John Scharf; Trustees Dan Munzel, Jeff Harms, John Westman, Shelly Vrsek; Assessor Bill Sinkule; Zoning Administrator Sri Komaragiri; Deputy Supervisor Rick Kleinschmidt; Deputy Clerk Donna Whitney; and 2 citizens.

Meeting opened with the Pledge of Allegiance to the flag

Approval of Minutes

Motion Scharf second Munzel to approve the minutes of the Webster Township Board of Trustees Regular Meeting held on June 21, 2022, as amended.
All ayes and motion carried.

Supervisor Remarks

Firehall update: Cement repair has been done; trees will be replaced in the fall; missing sign in the building will be available in August/September.

Approve Agenda

Motion Harms second Vrsek to approve the agenda as amended adding New Business item G, Park and Recreation Committee appointment; item H, Code Enforcement Officer; and item I, Addendum to the Fall Festival Special Event Permit Application.
All ayes and motion carried.

Call to public

Audit Presentation FY 2021 – Pfeffer, Hanniford & Palka

Motion Munzel second Westman to receive the FY 2021 Audit Report as amended and to authorize sending it to the state.
Roll call vote, all ayes and motion carried.

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 August 16, 2022.
Roll call vote, all ayes and motion carried.



Consent Agenda Reports

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

Motion Westman second Munzel to accept the Consent Agenda reports as amended pulling out the Assessor and Fire Department reports as verbal reports.
All ayes and motion carried.

Old Business

A. Investment Policy

Motion Scharf second Vrsek to approve Resolution 20-22 to adopt Investment Policy 05-22.
Roll call vote, all ayes and motion carried.

New Business

A. Dexter Historical Society

Motion Calleja second Harms to approve the Special Event Permit Application for the Dexter Area Historical Society's Gordon Hall Days to be held at Gordon Hall, September 9-11, 2022, with no rain date.
Roll call vote, all ayes and motion carried.

B. Webster Master Plan

Motion Scharf second Westman to approve Resolution 17-22 as amended to adopt the newly drafted Master Plan.
Roll call vote, all ayes and motion carried.

C. Dexter District Library Appointments

Motion Kingsley second Westman to appoint Sherry Simpson and Shelly Vrsek to the Dexter District Library Board for a term of four (4) years.
All ayes and carried.

D. Board of Review, 1-2 Years

Motion Kingsley second Westman to approve Resolution 19-22 as amended to allow approved Poverty Exemption petitioners to receive an extended exemption for a total of two (2) years.
Roll call vote, all ayes and motion carried.



WEBSTER TOWNSHIP

E. Election Worker Food Budget

Motion Westman second Vrsek to approve the expenditure not to exceed \$600 to provide food for election workers for the August 2, 2022 election.

Roll call vote, all ayes and motion carried.

F. Auditor Contract

Motion Scharf second Munzel to extend the auditor contract for Pfeffer, Hanniford & Palka for the fiscal years of 2024, 2025 and 2026 for the cost of \$9,800.

Roll call vote, all ayes and motion carried.

G. Parks and Recreation Committee Appointment

Motion Kingsley second Westman to appoint Patrisha Machemer to the Parks and Recreation Committee for a term ending 12/2023.

All ayes and motion carried.

H. Code Enforcement Officer

Motion Kingsley second Westman to hire Gary Lask as the Webster Code Enforcement Officer.

All ayes and motion carried.

I. Addendum to the Fall Festival Special Event Permit Application

Motion Kingsley second Westman to add an addendum to the Fall Festival Special Event Permit Application to include the allowance of dogs on township property for demonstration purposes only.

All ayes and motion carried.

Correspondence

Call to Public

Concerns of the Board Members

Adjourn

Motion Westman second Harms to adjourn the meeting at 8:40 p.m.

All ayes and motion carried.

Respectfully submitted,
Barbara Calleja, Clerk



WEBSTER TOWNSHIP

Webster Township Board Meeting August 16, 2022 at 7:00 P.M.

The Webster Township Board Meeting was called to order at 7:00 p.m. by Supervisor John Kingsley on August 16, 2022 at the Webster Township Hall, 5665 Webster Church Road, Dexter, MI 48130. Members present: Supervisor John Kingsley; Clerk Barbara Calleja; Treasurer John Scharf; Trustees Dan Munzel, Jeff Harms, John Westman, Shelly Vrsek; Deputy Supervisor Rick Kleinschmidt; Deputy Clerk Donna Whitney; and 6 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 July 19, 2022, as presented.
All ayes and motion carried.

Supervisor Remarks

Approve Agenda

Motion Vrsek second Harms to approve the agenda as presented.
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 September 20, 2022.
Roll call vote, all ayes and motion carried.

Consent Agenda Reports

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

Motion Munzel second Harms to accept the Consent Agenda reports as presented.
All ayes and motion carried.



Old Business

A. Road Millage Discussion

Supervisor Kingsley has requested from the Washtenaw County Road Commission a 10-year road work and cost analysis plan for the 41 miles of local gravel roads in Webster Township.

New Business

A. Dexter Winter Farmers Market Event Permit

Motion Scharf second Harms to approve the Special Event Permit Application for the Dexter Winter Farmers Market to take place at the Dexter United Methodist Church November – April, on the 1st and 3rd Saturdays, from 9 AM – 1 PM.
Roll call vote, all ayes and motion carried.

B. WAVE Invoice

Motion Calleja second Westman to pay the WAVE invoice of \$18,300 for WAVE bus service for 2022-2023.
Roll call vote, all ayes and motion carried.

C. Dexter Senior Center

Motion Scharf second Munzel to pay the Dexter Senior Center invoice of \$10,000 for services provided to Webster Township senior residents.
Roll call vote, all ayes and motion carried.

D. Huron Valley Electric Proposal

Motion Kingsley second Munzel to accept Huron Valley Electric proposal in the amount of \$4375 to replace the damaged light pole and install the existing light fixture behind the township.
Roll call vote, Vrsek nay, Munzel aye, Calleja nay, Kingsley aye, Scharf nay, Westman nay, Harms aye, motion failed.

E. PDR Expenditure

Motion Westman second Vrsek to approve the expenditure of PDR funds, not to exceed \$2,900 for a survey and \$2,400 for an environmental site assessment (ESA), on property described on application 2019-1.
Roll call vote, all ayes and motion carried.

Motion Munzel second Harms to approve the expenditure of PDR funds, not to exceed \$80,000, for the purchase of a conservation easement on property described on application 2019-1.
Roll call vote, all ayes and motion carried.



Correspondence

Call to Public

Concerns of the Board Members

Scharf said an ARPA fund discussion is needed. Calleja suggested putting it on the September 20, 2022 Board Meeting. Munzel asked for parking lot work status.

Adjourn

Motion Westman second Harms to adjourn the meeting at 8:06p.m.
All ayes and motion carried.

Respectfully submitted,
Barbara Calleja, Clerk



WEBSTER TOWNSHIP

Webster Township Board Meeting September 20, 2022 at 7:00 P.M.

The Webster Township Board Meeting was called to order at 7:00 p.m. by Supervisor John Kingsley on September 20, 2022 at the Webster Township Hall, 5665 Webster Church Road, Dexter, MI 48130. Members present: Supervisor John Kingsley; Clerk Barbara Calleja; Treasurer John Scharf; Trustees Dan Munzel, Jeff Harms, John Westman, Shelly Vrsek; Deputy Supervisor Rick Kleinschmidt; Deputy Clerk Donna Whitney; and 2 citizens.

Meeting opened with the Pledge of Allegiance to the flag

Approval of Minutes

Motion Scharf second Westman to approve the minutes of the Webster Township Board of Trustees Regular Meeting held on August 16, 2022, 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 October 18, 2022.
Roll call vote, all ayes and motion carried.

Consent Agenda Reports

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

Motion Vrsek second Munzel to accept the Consent Agenda reports as presented.
All ayes and motion carried.



WEBSTER TOWNSHIP

Old Business

1. ARPA Funds Discussion

New Business

1. 6959 Walsh Rd Concept Plan

Motion Vrsek second Harms to accept a concept plan submittal to the Township Board for initial review of a variance request for 6959 Walsh Road, as noted in the memorandum, in lieu of a complete set of engineering drawings, with the ability for the board to ask for detailed plans if needed.

Roll call vote, all ayes and motion carried.

2. Approve Millage Rates

Motion Scharf second Westman to approve the L-4029 Tax Rate Request for 2022 as presented, setting the tax rates at: Operating Millage at 0.7380; Public Safety Millage at 2.6000; PDR Millage at 0.4735.

Roll call vote, all ayes and carried.

3. Harper Electric Quote

Motion Vrsek second Munzel to accept the Harper Electric bid of \$9,500, as presented, to retrofit township light fixtures and replace with LED bulbs.

Roll call vote, all ayes and carried.

4. DeLancey SAD

Motion Kingsley second Vrsek to not pursue the DeLancey SAD issue any further and to refund the money already paid.

Roll call vote, all ayes and carried.

Correspondence

Call to Public

Concerns of the Board Members

Adjourn

Motion Harms second Vrsek to adjourn the meeting at 8:56 p.m.

All ayes and motion carried.

Respectfully submitted,
Barbara Calleja, Clerk



WEBSTER TOWNSHIP

Webster Township Board Meeting October 18, 2022, 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 18, 2022, at the Webster Township Hall, 5665 Webster Church Road, Dexter, MI 48130. Members present: Supervisor John Kingsley; Clerk Barbara Calleja; Treasurer John Scharf; Trustees Dan Munzel, Jeff Harms, John Westman, Shelly Vrsek; Deputy Supervisor Rick Kleinschmidt; and 7 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 20, 2022, as presented.
All ayes and motion carried.

Broadband Build Out Presentation

Presentation of the Washtenaw County Broadband Build Out presented by Chris Scharrer. Information on the Washtenaw Broadband Build Out will be on the township website www.webstermi.us under the Community page.

Supervisor Remarks

Approve Agenda

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

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 15, 2022.
Roll call vote, all ayes and motion carried.

Consent Agenda Reports

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



7. WAVE – No Report Received

8. Assessor – Report Received

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

All ayes and motion carried.

Old Business

A. ARPA Funds Discussion

Discussion

B. Requests for Proposals

1. Parking Lot - a request was made ~~for~~ TO FIND an engineer to prepare the RFP.
2. Roof - Rick Kleinschmidt will get up on the roof to give an opinion. A quote for metal roof was requested. The cupola will be an issue to be considered.
3. Architect Building Renovations - a recommendation was made that we use the term "Functional and Space Program DESIGN" OR "FUNCTIONAL SPACE PROGRAMMING" when speaking with architects.

New Business

A. Winter Tax Bill Inserts

1. Historical Society

Motion Kingsley second Westman to approve the presented insert by the Webster Township Historical Society to be included in the winter tax bill and paid for by the Historical Society.

Roll call vote, all ayes and carried.

2. Parks & Rec Committee

Motion Kingsley second Westman to include a two-page double sided survey with the winter tax bills to be paid for out of the Parks & Rec budget.

Roll call vote, all ayes and carried.

B. PDR Appointment

Motion Kingsley second Westman to appoint William Kirst to the PDR Board for a term that expires on 12/23.

Motion postponed.

Motion Westman second Calleja to postpone the PDR appointment until the Board of Trustee's, November 15, 2022, meeting.

Roll call vote, all ayes and carried.



WEBSTER TOWNSHIP

C. Election Worker Food Budget

Motion Calleja second Westman to authorize a \$600.00 budget to provide food for the people working the November 8, 2022, General Election.

Roll call vote, all ayes and carried.

D. Maintaining Court Services in Chelsea

Motion Kingsley second Westman to support the presented letter to maintain court services in Chelsea for the convenience to the western part of Washtenaw County.

Roll call vote, Calleja nay, Munzel nay, Vrsek nay, Kingsley nay, Westman yes, Harms nay, Scharf nay. Motion fails.

Motion Munzel second Harms for the township to draft their own letter in support of maintaining Court services in Chelsea for the convenience to the western part of Washtenaw County.

Vrsek aye, Munzel aye, Calleja, aye, Kingsley aye, Scharf aye, Westman nay, Harms aye. Motion passes.

Correspondence

Call to Public

Concerns of the Board Members

Adjourn

Motion Westman second Vrsek to adjourn the meeting at 9:09 p.m.

All ayes and motion carried.

Respectfully submitted,
Barbara Calleja, Clerk



WEBSTER TOWNSHIP

Webster Township Board Meeting November 15, 2022, 7:00 P.M.

The Webster Township Board Meeting was called to order at 7:00 p.m. by Supervisor John Kingsley on November 15, 2022, at the Webster Township Hall, 5665 Webster Church Road, Dexter, MI 48130. Members present: Supervisor John Kingsley; Clerk Barbara Calleja; Treasurer John Scharf; Trustees Dan Munzel, Jeff Harms, John Westman, Shelly Vrsek; Deputy Clerk Donna Whitney; Deputy Supervisor Rick Kleinschmidt; and 8 citizens.

Meeting opened with the Pledge of Allegiance to the flag

Approval of Minutes

Motion Scharf second Harms to approve the minutes of the Webster Township Board of Trustees Regular Meeting held on October 18, 2022, as amended.
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 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 December 20, 2022.

Roll call vote, all ayes and motion carried.

Consent Agenda Reports

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

Motion Westman second Scharf to accept the Consent Agenda reports as presented.
All ayes and motion carried.



WEBSTER TOWNSHIP

Old Business

A. ARPA Funds Discussion

Discussion will continue at the December 20, 2022 Board Meeting.

B. Roof Update

After full inspection of the roof, R. Kleinschmidt believes the roof should last 5-10 more years. Kleinschmidt will make a priority list of needed repairs including gutters, valley, caulking and shutters for the December 20, 2022 Board Meeting, so an RFP can be written. Additional roof estimates have not yet been received.

C. Parking Lot, next steps

Kingsley will continue contacting companies for quotes.

D. Architect, next steps

Kingsley will continue contacting companies to look at the building and prepare project specs.

E. PDR Appointment

Motion Westman second Kingsley to appoint William Kirst to fill out the PDR committee term that expires 12/2023.

All ayes and motion carried.

New Business

A. Hackbarth Fireworks Permit

Motion Calleja second Harms to approve the Hackbarth fireworks to be held on December 18, 2022 between 7:00 – 7:30 p.m. for a 10-minute show, in the 4700 block of Gregory Rd. The sheriff and fire departments have been notified. Close neighbors and the public will be notified via social media and letters.

Roll call vote, all ayes and motion carried.

B. MorningStar Venture, LLC Discussion

Motion Vrsek second Harms to move forward with the next step of issuing a citation.

Roll call vote, all ayes and motion carried.

C. Code Enforcement Officer Pay

Motion Scharf second Westman to increase the pay of our code enforcement officer from \$20 to \$27 per hour.

Roll call vote, all ayes and motion carried.

Motion Scharf second Westman to amend line item 101-702-710-000 for the Zoning Enforcement Officer to be \$5,000 for this fiscal year.

Roll call vote, all ayes and motion carried.



WEBSTER TOWNSHIP

D. Articles of Incorporation

Motion Kingsley second Vrsek for Webster Township to accept the Articles of Incorporation for the Dexter Seniors Recreational Authority presented to us.

Motion Westman second Scharf to postpone discussion on Articles of Incorporation.
All ayes and motion carried.

E. End of Retainer Giffels Webster Contract

Motion Munzel second Westman to allow the retainer agreement with Giffels Webster to end on November 18, 2022 and to allow contracting them on an hourly basis, as needed, for zoning support.
Roll call vote, all ayes and motion carried.

F. Hiring of Zoning & Planning Consultant

Motion Kingsley second Munzel for Webster Township to approve the agreement with Sri Planning LLC or Sri as a principal in a LLC for Planning and Zoning Administration services, beginning November 21, 2022, prorated from Nov 21 – Dec 21, 2022.
Roll call vote, all ayes and motion carried.

G. Zoning Ordinance Health Check-Up

Sri discussed 3 items of high priority and suggests using sub-committees of the Township Board to look into these items.

Correspondence

Call to Public

Concerns of the Board Members

Trustee Harms would like to see open seats on boards and committees listed on site and on the township website to bring in more applicants and to allow for more transparency.

Adjourn

Motion Westman second Harms to adjourn the meeting at 9:11 p.m.
All ayes and motion carried.

Respectfully submitted,
Barbara Calleja, Clerk



WEBSTER TOWNSHIP

Webster Township Board Meeting December 20, 2022, 7:00 P.M.

The Webster Township Board Meeting was called to order at 7:00 p.m. by Supervisor John Kingsley on December 20, 2022, at the Webster Township Hall, 5665 Webster Church Road, Dexter, MI 48130. Members present: Supervisor John Kingsley; Clerk Barbara Calleja; Treasurer John Scharf; Zoning Administrator Sri Komaragiri; Trustees Dan Munzel, Jeff Harms, John Westman, Shelly Vrsek; Deputy Supervisor Rick Kleinschmidt; Deputy Clerk Donna Whitney; and 9 citizens.

Meeting opened with the Pledge of Allegiance to the flag

Approval of Minutes

Motion Munzel second Vrsek to approve the minutes of the Webster Township Board of Trustees Regular Meeting held on November 15, 2022, as presented.
All ayes and motion carried.

Supervisor Remarks

Approve Agenda

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

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 January 17, 2023.
Roll call vote, all ayes and motion carried.

Consent Agenda Reports

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

Motion Harms second Westman to accept the Consent Agenda reports as presented pulling out the Fire Department report and the Zoning report as verbal reports.
All ayes and motion carried.



WEBSTER TOWNSHIP

Old Business

A. ARPA Funds Ongoing Discussion

1. Parking Lot

One quote has been received. Will contact Washtenaw Engineering.

2. Architect

There have been no proposals received.

B. Senior Center Update

The township has voiced their concerns to Dexter City regarding this topic.

New Business

A. Webster Township Historical Society Invoice

No action taken

B. Appointments

Planning Commission re-appointments (3-year term)

- Paul Zalucha, for term ending 12/25
- John Westman, for term ending 12/24
- Richard Kleinschmidt, for term ending 12/24

Motion Westman second Scharf to confirm the three Planning Commission appointments.

All ayes and motion carried.

ZBA re-appointments (3-year term)

- Ernest Becker, for term ending 12/25
- Constance Savander (alternate), for term ending 12/25

Motion Scharf second Harms to confirm the two ZBA appointments.

All ayes and motion carried.

Farmland and Open Space re-appointments (2-year term)

- Tom Bloomer, for term ending 12/24
- Linda Hosford, for term ending 12/24

Motion Westman second Vrsek to confirm the two Farmland and Open Space appointments.

All ayes and motion carried.

Board of Review re-appointments (2-year term)

- Dita Albert, for term ending 12/24
- Tracy Rose, for term ending 12/24
- One open position still needs to be filled

Motion Kingsley second Munzel to confirm the two Board of Review appointments.

All ayes and motion carried.



WEBSTER TOWNSHIP

Compensation Commission appointment and re-appointment (5-year term)

- Sheila Hoeft, for term ending 12/27
- Nicole Rouech, for term ending 12/26

Motion Scharf second Harms to confirm the two Compensation Commission appointments.
All ayes and motion carried.

Huron Watershed Council re-appointment (3-year term)

- Kay Stremmler, for term ending 10/23

Motion Munzel second Vrsek to confirm the Huron Watershed Council appointment.
All ayes and motion carried.

C. Sheriff Contract

Motion Vrsek second Munzel to approve a contract between Webster Township and the Washtenaw County Sheriff's Office for police services with 2 deputies for 2023-2026 in the amount of \$170,417 for 2023; \$177,290 for 2024; \$184,825 for 2025; and \$192,680 for 2026 for each deputy.

Roll call vote, all ayes and motion carried.

D. PDR Expenditure

Motion Westman second Munzel to approve the expenditure of PDR funds, not to exceed \$60,000, for the purchase of a conservation easement on property described in application 2021-1 and to authorize the supervisor to execute all associated documents.

Roll call vote, all ayes and motion carried.

Motion Westman second Scharf to approve the expenditure of PDR funds, not to exceed \$20,000, for the purchase of a conservation easement on property described in application 2021-2 and to authorize the supervisor to execute all associated documents.

Roll call vote, all ayes and motion carried.

E. PDR Consultant Pay Increases

Motion Scharf second Munzel to approve an adjustment to the PDR consultant's contract to include a consulting fee increase to \$105/hr. for the calendar year 2023 and \$110/hr. for 2024 while maintaining the current level of \$60/hr. for baseline documentation and easement monitoring.

Roll call vote, all ayes and motion carried.

F. Nuisance Ordinance Amendment

Motion Vrsek second Kingsley to accept Nuisance Ordinance Resolution 22:22 as amended.

Roll call vote, Harms no, Westman no, Scharf no, Kingsley yes, Calleja no, Munzel no, Vrsek yes and motion failed.

Correspondence



Call to Public

Concerns of the Board Members

Westman feels that a meeting with the Road Commission in early 2023 would help with our FY 2024 budget. Westman and Harms discussed the need for more enforcement of blight in the township.

Adjourn

Motion Westman second Calleja to adjourn the meeting at 9:07 p.m.
All ayes and motion carried.

Respectfully submitted,
Barbara Calleja, Clerk