



## **Webster Township Regular Board Meeting January 21, 2020 7:00 P.M.**

The Webster Township Board Meeting was called to order at 7:00 p.m. by Supervisor John Kingsley on January 21, 2020 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, Brant Savander, Richard Kleinschmidt, Dan Munzel; Zoning Administrator Randy Raiford; Assessor Bill Sinkule; Deputy Clerk Donna Whitney; and 8 citizens.

### **Meeting opened with the Pledge of Allegiance to the flag**

Motion Kleinschmidt second Munzel to approve the minutes as presented of the Webster Township Board of Trustees Regular Meeting held on December 17, 2019.  
All ayes and carried.

### **Supervisor Remarks**

#### **Agenda**

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

### **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 before the February 18, 2020 meeting.  
Roll call vote, all ayes and carried.

#### **B. Planning Commission**

Report received.

#### **C. Parks & Recreation Committee**

No report received.

#### **D. Zoning Inspectors Report**

Verbal report received.

#### **E. Sheriff's Report**

Report received.

#### **F. Zoning Board of Appeals**

Report received.

#### **G. PDR Committee**

Report received.

#### **H. Fire Department**

Report received.



**I. WAVE**

No Report received.

**Old Business**

**New Business**

**A. Millage Wording**

Motion Kingsley second Westman to send the county “Option C” as millage ballot language, with a correction on number accuracy, and in addition, inform our tax payers of where any additional funds beyond the base funding would be used.

Roll call vote, Calleja aye, Munzel aye, Kleinschmidt aye, Savander aye, Westman aye, Scharf no, Kingsley aye, carried.

**B. 2019 Master Plan Survey Results**

Clerk received a copy.

**C. Poverty Exemption Guidelines**

Motion Scharf second Savander to adopt the Poverty Exemption Guidelines for 2020 amending the single family guideline to be an even \$25,000.00 and amending the additional person increment to be an even \$5000.00.

Roll call vote, all ayes and carried.

**D. Architect Agreement**

No action needed at this time.

**E. Roads Discussion**

Motion Savander second Westman to send the memo dated January 12, 2020 from Brant Savander, Webster Township Board of Trustees, to the Washtenaw County Road Commission. All ayes and carried.

**F. Appointments**

Motion Kingsley second Savander to approve the following appointments:

Ernest Becker and Rick Kleinschmidt to ZBA for a 3-year term.

John Westman and Paul Zalucha to Planning Commission for a 3-year term.

John Westman, Jerry Nordblom and Julie Frost to PDR for a 2-year term.

All ayes and carried.

**G. Employee Manual**

Supervisor Kingsley will work on a Performance Review Template for 4 employees to review at the February 18, 2020 board meeting.



## WEBSTER TOWNSHIP

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### **Correspondence**

### **Call to the Public**

### **Concerns of the Board Members**

### **Adjourn**

Motion Scharf second Kleinschmidt to adjourn the meeting at 8:59 p.m.

All ayes and carried.

Respectfully submitted, Barbara Calleja, Clerk



**SPECIAL MEETING OF THE  
WEBSTER TOWNSHIP BOARD OF TRUSTEES  
February 10, 2020**

The Webster Township Special Board Meeting was called to order at 6:05 pm, by Supervisor John Kingsley on February 10, 2020 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 absent, Richard Kleinschmidt, Dan Munzel absent, Brant Savander; Deputy Clerk Donna Whitney; and 1 citizen.

**Approve Agenda**

Motion Scharf second Savander to approve the agenda as amended, adding Public Comments before New Business.

All ayes and carried.

**Public Comments**

**New Business**

**A. Ballot Language**

Motion Savander second Kleinschmidt to rescind Resolution 01-20 adopted at the January 21, 2020 Board of Trustees meeting and clarify the situation with our county counsel concerning our allocated .7559 millage, and potentially recommend a .404 mil road millage to be placed on the August 4, 2020 State Primary Election.

Roll call vote, Kingsley aye, Scharf aye, Calleja aye, Kleinschmidt aye, Savander aye, Westman absent, Munzel absent, carried.

**B. Distribution of Draft Budget**

Motion Kleinschmidt second Savander to adjourn the meeting at 7:00 p.m.

Respectfully Submitted,  
Barbara Calleja, Webster Township Clerk



**SPECIAL MEETING OF THE  
WEBSTER TOWNSHIP BOARD OF TRUSTEES  
February 18, 2020**

The Webster Township Special Board Meeting was called to order at 6:30 pm, by Supervisor John Kingsley on February 18, 2020 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, Richard Kleinschmidt, Dan Munzel, Brant Savander; Assessor Bill Sinkule; Deputy Clerk Donna Whitney; Mark Hiser, Phoenix Contractors, Inc. and 8 citizens.

**Public Comments**

**New Business**

**A. Fire Hall Update**

Mark Hiser distributed binder with Change Order, Bids and Contract to be signed.

Motion Kleinschmidt second Savander to adjourn the meeting at 6:57p.m.

Respectfully Submitted,  
Barbara Calleja, Webster Township Clerk



## WEBSTER TOWNSHIP

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### **Webster Township Regular Board Meeting February 18, 2020 7:00 P.M.**

The Webster Township Board Meeting was called to order at 7:00 p.m. by Supervisor John Kingsley on February 18, 2020 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, Brant Savander, Richard Kleinschmidt, Dan Munzel; Zoning Administrator Randy Raiford; Assessor Bill Sinkule; Deputy Clerk Donna Whitney; Deputy Treasurer Lynda Savitski; and 11 citizens.

#### **Meeting opened with the Pledge of Allegiance to the flag**

Motion Scharf second Westman to approve the minutes as presented of the Webster Township Board of Trustees Special Meeting and Regular Meeting held on January 21, 2020 in addition to the Special Meeting held on February 10, 2020.

All ayes and carried.

#### **Supervisor Remarks**

#### **Agenda**

Motion Kleinschmidt second Scharf to approve the agenda as amended adding New Business item G, Washtenaw County Road Commission Meeting Update.

All ayes and carried.

#### **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 before the March 17, 2020 meeting.

Roll call vote, all ayes and carried.

##### **B. Planning Commission**

Verbal update.

##### **C. Parks & Recreation Committee**

No report received.

##### **D. Zoning Inspectors Report**

Report received.

##### **E. Sheriff's Report**

Report received.

##### **F. Zoning Board of Appeals**

No Report received.

##### **G. PDR Committee**



Verbal report.

**H. Fire Department**

Report received.

**I. WAVE**

Report received.

**Old Business**

**New Business**

**A. Norfolk Performance Guarantee**

Motion Westman second Kleinschmidt to reduce Norfolk Construction Performance Guarantee and refund the escrow in the amount of \$37,862.10 for roads and grading. The amount of 15,580.50 will be retained for landscaping.

Roll call vote, all ayes and carried.

**B. St. Joseph Parish Summer Festival**

Motion Kleinschmidt second Westman to approve the St. Joseph Parish Summer Festival for the dates July 17, 18 & 19, 2020 to be held at 6850 Mast Road, Dexter with no rain date.

All ayes and carried.

**C. Scully Road Property-Extending Private Road Designation**

Motion Savander second Munzel to table discussion until some further information can be collected.

All ayes and carried.

**D. Budget 2021**

Discussion

**E. Employee Review Documents**

Discussion

**F. Millage Discussion**

**G. Washtenaw County Road Commission Meeting Update**

**Correspondence**

**Call to the Public**

**Concerns of the Board Members**

**Adjourn**

Motion Kleinschmidt second Scharf to adjourn the meeting at 9:30 p.m.

All ayes and carried.

Respectfully submitted, Barbara Calleja, Clerk



**Webster Township Regular Board Meeting  
March 17, 2020 7:00 P.M.**

The Webster Township Board Meeting was called to order at 7:00 p.m. by Supervisor John Kingsley on March 17, 2020 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, Brant Savander, Richard Kleinschmidt, Dan Munzel; Zoning Administrator Randy Raiford; Assessor Bill Sinkule; Deputy Clerk Donna Whitney; and 1 citizen.

**Meeting opened with the Pledge of Allegiance to the flag**

Motion Munzel second Kleinschmidt to approve the minutes as presented of the Webster Township Board of Trustees Special Meeting and Regular Meeting held on February 18, 2020.

All ayes and carried.

**Supervisor Remarks**

**Agenda**

Motion Scharf second Calleja to approve the agenda as amended adding Dexter Senior Center as New Business item F and moving Transfer to CIP, Auditor Contract, and Authorization to Sign Phoenix Construction Contract from Consent Agenda to New Business item G,H and I.

All ayes and carried.

**Call to public**

**Budget Public Hearing 2021**

View online at [www.twp.webster.mi.us](http://www.twp.webster.mi.us)

**Reports**

**A. Treasurer's Report**

Motion Calleja second Kleinschmidt to accept the Treasurer's report and pay bills as presented, as well as those anticipated bills received until our next meeting.

Roll call vote, all ayes and carried.





**Consent Agenda - Reports**

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

Approval of Consent Agenda as presented. All ayes and carried.

**Old Business**

**New Business**

**A. Adopt Budget 2021**

Motion Scharf second Munzel to adopt the FY 2021 Budget as supported by .7559 mills for General Fund; 3.3564 mills for Public Safety Fund and .4850 mills for PDR Fund.

Roll call vote, all ayes and carried.

**B. Annual Policy**

Motion Scharf second Kleinschmidt to accept Annual Policy No. 03-20 FY 2020-2021 as amended.

Roll call vote, all ayes and carried.

**C. Budget Policy**

Motion Calleja second Westman to accept Budget Policy No. 04-20 FY 2021.

Roll call vote, all ayes and carried

**D. Wage Policy**

Motion Scharf second Calleja to accept Wage Policy No. 05-20 FY 2021 for Appointed Boards.

Roll call vote, all ayes and carried.

Motion Calleja second Scharf to adopt Resolution No. 06-20 raising the Deputy Clerk hourly rate to \$22.00 per hour.

Roll call vote, all ayes and carried.



Motion Kingsley second Scharf to adopt Resolution No. 07-20 as amended raising the Property Inspector hourly rate to \$19.00 per hour.

Roll call vote, all ayes and carried.

Motion Calleja second Kleinschmidt to adopt Resolution No. 08-20 raising the Assessor salary to \$69,900.00 plus 7% retirement and fringes as outlined in the Employee Handbook.

Roll call vote, all ayes and carried.

Motion Scharf second Savander to adopt Resolution No. 09-20 raising the Zoning Administrator/Property Inspector salary to \$57,823.00 plus 7% retirement and fringes as outlined in the Employee Handbook.

Roll call vote, all ayes and carried.

Motion Kleinschmidt second Scharf to adopt Resolution No. 10-20 raising the Administrative Assistant salary to \$17,408.00 plus 7% retirement and fringes as outlined in the Employee Handbook.

Roll call vote, all ayes and carried.

Motion Calleja second Savander to adopt Resolution No. 11-20 raising the Deputy Treasurer hourly rate to \$22.00 per hour.

Roll call vote, all ayes and carried.

**E. Covid-19 Discussion**

Motion Kingsley second Scharf to close the township hall, effective immediately, until Monday, April 6, 2020 to reevaluate the situation at that time.

All ayes and carried.

Motion Scharf second Savander to continue paying staff.

Roll call vote, all ayes and carried.

**F. Dexter Senior Center**

Motion Scharf second Calleja to approve the expenditure of \$8122.10 for the services provided to support our Webster Township seniors.

Roll call vote, all ayes and carried.



**G. Transfer to CIP**

Motion Westman second Scharf to approve Resolution No. 03-20 to authorize the treasurer to transfer \$200,000.00 from the General Fund to the Capital Improvement Fund in March of 2020 and to transfer \$525,000.00 from the General Fund to the Capital Improvement Fund in April of 2020.

Roll call vote, all ayes and carried.

**H. Auditor Contract**

Motion Scharf second Calleja to approve the Auditor Contract as presented in the amount of \$9,800 each for FY 2020-2021, FY 2021-2022 and FY 2022-2023.

Roll call vote, all ayes and carried.

**I. Authorization to sign Phoenix Construction Contract**

Motion Savander second Westman to authorize Supervisor Kingsley to sign a contract with Phoenix Construction for building of the Webster Township Fire Hall.

Roll call vote, all ayes and carried.

**Consent Agenda - New Business**

1. Spring Clean Up Date, April 18, 2020  
Township Spring Clean Up is tentatively set for Saturday, April 18, 2020.
2. Webster Township Historical Society  
Approval for expenditure of \$350 to the Webster Township Historical Society for the keeping of historical records for the township.

Approval of Consent Agenda as presented. Carried.

**Correspondence**

**Call to the Public**

**Concerns of the Board Members**

**Adjourn**

Motion Kleinschmidt second Westman to adjourn the meeting at 8:27 p.m.

All ayes and carried.

Respectfully submitted, Barbara Calleja, Clerk



## WEBSTER TOWNSHIP

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**Webster Township  
Public Hearing Fiscal Year 2021 Budget  
March 17, 2020, 7:00 P.M.**

Members present: Supervisor John Kingsley; Clerk Barbara Calleja; Treasurer John Scharf; Trustees Dan Munzel, John Westman, Richard Kleinschmidt, Brant Savander; Zoning Administrator Randy Raiford; Assessor Bill Sinkule; Deputy Clerk Donna Whitney; and 1 citizen.

**Public Hearing FY 2021 Budget**

Kingsley opens Public Hearing at 7:10 p.m.

Budget is supported by millage:

- General fund .7559 mills
- Public Safety 3.3564
- PDR .4850 mills

Motion Scharf second Savander to approve the budget as presented with the following amendments:  
Amend line 211-294-899.000 to \$550.00, 101-449-803.000 to \$330,000.00, 101-412-803.000 to \$26,000.00 and 101-412-803.003 to \$10,000.00

Roll call vote, all ayes and carried.

**Board member comments on budget**

**Public Comments:**

Closed public comments at 7:26 p.m. for fiscal year 2021 budget

Respectfully submitted,  
Barbara Calleja, Clerk



**Webster Township Regular Board Meeting  
April 21, 2020 7:00 P.M.**

The Webster Township Board Meeting was called to order at 7:00 p.m. by Supervisor John Kingsley on April 21, 2020 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, Richard Kleinschmidt with Dan Munzel and Brant Savander joining by phone and 3 citizens.

**Meeting opened with the Pledge of Allegiance to the flag**

Motion Scharf second Kleinschmidt to approve the minutes as presented of the Webster Township Board of Trustees Budget Public Hearing and Regular Meeting minutes held on March 17, 2020.

All ayes and carried.

**Supervisor Remarks**

**Agenda**

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

**Call to public**

**Reports**

**A. Treasurer's Report**

Motion Calleja second Scharf to accept the Treasurer's report and pay bills as presented, as well as those anticipated bills received until our next meeting.  
Roll call vote, all ayes and carried.

**Consent Agenda - Reports**

1. Planning Commission-No Report
2. Zoning Inspectors Report-No Report
3. Sheriff's Report
4. Zoning Board of Appeals-No Report
5. PDR Committee



6. Fire Department

7. WAVE

Approval of Consent Agenda as presented.

All ayes and carried.

### **Old Business**

### **New Business**

#### **A. Washtenaw County Road Commission Projects/Contracts 2021**

Motion Munzel second Westman to approve the signing of the 2020 Agreement with the WCRC for Dust Control in the amount of \$23, 139.33. Work to Include: placement of three (3) solid applications of contract brine to all certified local gravel/limestone roads within the township. Estimated 258,540 gallons of contract brine @ 0.1790 per gallon.

Roll call vote, all ayes and carried.

Webster Township Road Projects will be decided at next month's meeting after determining Washtenaw County Road Commissions financial status and timing left for projects due to Covid-19.

#### **B. Decker Insurance Invoice**

Motion Scharf second Savander to approve the payment to Decker for property and liability insurance in the amount of \$12,311.00.

Roll call vote, all ayes and carried.

#### **C. Draft Resolution**

Motion Savander second Scharf to adopt Resolution No. 12-20 giving direction for temporary emergency measures.

Roll call vote, all ayes and carried.

#### **D. Schwarck Motorcycle Trials**

Motion Kingsley second Kleinschmidt to approve the Schwarck Motorcycle Trials to be held on the Schwarck Farm on June 7, 2020 and October 4, 2020 contingent that there were no complaints from the previous event and the event is held in full compliance with the State of Michigan and Washtenaw County guidelines in relation to Covid-19.

Roll call vote, all ayes and carried.



## WEBSTER TOWNSHIP

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### **E. Road Millage Discussion**

Discussion on potential future road millage.

### **F. Covid-19 Re-Open of Office Discussion**

The township office will follow Washtenaw County and State of Michigan guidelines in regards to re-opening the township offices. Phone messages and emails are being monitored.

Motion Scharf second Savander to adopt Resolution No. 13-20 to direct Bill Sinkule to acquire remote access to the work computers for those that work on the BS&A system.

Roll call vote, all ayes and carried.

### **G. Moving Forward on Website.**

Supervisor Kingsley will work with Bill Sinkule and Donna Whitney to develop a plan to move forward on developing a new website that will better serve the township in communicating with the residents of Webster Township and will report back at next month's meeting.

### **Correspondence**

### **Call to the Public**

### **Concerns of the Board Members**

### **Adjourn**

Motion Kleinschmidt second Scharf to adjourn the meeting at 8:39 p.m.

All ayes and carried.

Respectfully submitted,

Barbara Calleja, Clerk



**Webster Township Regular Board Meeting  
June 16, 2020 7:00 P.M.**

The Webster Township Board Meeting was called to order at 7:00 p.m. by Supervisor John Kingsley on June 16, 2020 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, Richard Kleinschmidt, Dan Munzel, Brant Savander, Zoning Administrator Randy Raiford, Bill Sinkule Assessor and 8 citizens.

**Meeting opened with the Pledge of Allegiance to the flag**

Motion Scharf second Westman to approve the minutes as presented of the Webster Township Board of Trustees Regular Meeting minutes held on April 21, 2020.  
All ayes and carried.

**Supervisor Remarks**

**Agenda**

Motion Munzel second Kleinschmidt to approve the agenda as amended adding H. WCRC Road Agreement and I. PDR Expenditure.  
All ayes and carried.

**Call to public**

**Reports**

**A. Treasurer's Report**

Motion Calleja second Savander to accept the Treasurer's report and pay bills as presented, as well as those anticipated bills received until our next meeting scheduled for July 21, 2020.  
Roll call vote, all ayes and carried.

**Consent Agenda - Reports**

1. Planning Commission-No Report
2. Zoning Inspectors Report-Report Received
3. Sheriff's Report-Report Received
4. Zoning Board of Appeals-No Report





## WEBSTER TOWNSHIP

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5. PDR Committee
6. Fire Department-Report Received
7. WAVE-Report Received

Motion Scharf second Munzel to approve the consent agenda.  
All ayes and carried.

### **Old Business**

#### **New Business**

##### **A. Firehall Update**

Randy Raiford provided update. All permits have been obtained.  
A tree grant has been applied for to replace tree's that had to be taken down.

##### **B. Dexter Area Historical Society**

Motion Calleja second Munzel to approve \$250 to Dexter Area Historical Society for keeping of historical records for Webster Township.  
Roll call vote, all ayes and carried.

##### **C. MTA Dues**

Motion Scharf second Westman to approve paying the MTA Dues and legal defense fund in the amount of \$5990.05.  
Roll call vote, all ayes and carried.

##### **D. PDR Flyer**

Motion Westman second Calleja to approve the insert of a PDR Flyer in the summer tax bills in the amount of \$754.71.  
Roll call vote, all ayes and carried.

##### **E. AT&T Franchise Agreement**

Motion Scharf second Westman to authorize Supervisor Kingsley to sign the AT&T Franchise Agreement dated May 26, 2020.  
Roll call vote, all ayes and carried.

##### **F. Opening Plan/Drop Box Upgrade**

The Township offices plan to re-open on June 29, 2020. Service will be provided from the lobby through the glass window. Masks are required in the building. If one on one service is needed with staff an appointment should be made. Recommended Covid-19 sanitation guidelines are being followed.



Motion Savander second Calleja to purchase an updated drop box that is drive up accessible not to exceed \$1500.00 with a camera for security.  
Roll call vote, all ayes and carried.

**G. Website Update**

Bill Sinkule proved a list of potential vendors.

**H. WCRC Road Agreement**

Motion Scharf second Calleja to approve the WCRC Road Agreement with Dexter Township for the project on Huron River Dr. in the amount of \$13,250.00.  
Roll call vote, all ayes and carried.

**I. PDR Expenditure**

Motion Westman second Munzel to approve the expenditure of PDR funds not to exceed \$2,300.00 for an environmental site assessment on property identified in application number 2015-2.  
Roll call vote, all ayes and carried.

**Correspondence**

**Call to the Public**

**Concerns of the Board Members**

**Adjourn**

Motion Kleinschmidt second Westman to adjourn the meeting at 8:31p.m.  
All ayes and carried.  
Respectfully submitted,

Barbara Calleja, Clerk



## WEBSTER TOWNSHIP

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### **SPECIAL MEETING OF THE WEBSTER TOWNSHIP BOARD OF TRUSTEES**

**June 23, 2020 at 6:30 PM**

The Webster Township Special Board Meeting was called to order at 6:30 pm, by Supervisor John Kingsley on June 23, 2020 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, Richard Kleinschmidt, Brant Savander; Randy Raiford Zoning Administrator; Deputy Clerk Donna Whitney, 3 citizens and Dan Munzel joining via phone.

**Meeting opened with the Pledge of Allegiance to the flag.**

#### **Agenda**

Motion Savander second Kleinschmidt to approve the agenda as presented.

All ayes and carried.

#### **Public Comments**

#### **New Business**

##### **A. Consideration of a request of Cobblestone Farms for two festival permits.**

Motion Scharf second Savander to permit two events at Cobblestone Farms for USEA/USEF Competitions to be held on June 27-28, 2020 and July 31-August 2, 2020, with no alternate dates.

- i. The applicant and staff are required to ensure compliance with all State and County regulations, laws and Executive Orders
- ii. The applicant is required to notify the Washtenaw County Sheriff of these events and address any of their concerns. The Township is to receive acknowledgement that any concerns of the Sheriff are addressed to their satisfaction
- iii. The applicant is required to notify the Dexter Area Fire Department of these events and address any of their concerns. The Township is to receive acknowledgement that any concerns of the DAFD are addressed to their satisfaction
- iv. The applicant is to add Webster Township as a named insured on event insurance policies
- v. The applicant is to provide the Township with a copy of the event training plan to be used by staff
- vi. The applicant and staff are responsible to ensure that all involved are being courteous and considerate of neighbors

Roll call vote, all ayes and motion carried.

##### **B. Consideration of a request of Cobblestone Farms to waive the fee for the special meeting.**

Motion Scharf second Savander to deny waiving the fee of \$450.00 for calling a Special Meeting of the Webster Board of Trustees.

Roll call vote, all ayes and carried.

#### **Call to the public**

Motion Kleinschmidt second Scharf to adjourn the meeting at 7:52 p.m.

Respectfully Submitted,

Barbara Calleja, Webster Township Clerk



## WEBSTER TOWNSHIP

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### **Webster Township Regular Board Meeting July 21, 2020 7:00 P.M.**

The Webster Township Board Meeting was called to order at 7:00 p.m. by Supervisor John Kingsley on July 21, 2020 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, Richard Kleinschmidt, Dan Munzel, absent-Brant Savander; Zoning Administrator Randy Raiford; Donna Whitney Deputy Clerk; and 7 citizens.

#### **Meeting opened with the Pledge of Allegiance to the flag**

Motion Kleinschmidt second Scharf to approve the minutes as presented of the Webster Township Board of Trustees Regular Meeting minutes held on June 16, 2020 and Special Meeting held on June 23, 2020.

All ayes and carried, Savander absent.

#### **Supervisor Remarks**

##### **Agenda**

Motion Westman second Calleja to approve the agenda as amended moving New Business item E, Webster Township Historical Society, to be item A, and moving item A, Wave Invoice, to be item E.

All ayes and carried, Savander absent.

##### **Pfeffer Hanniford Palka-Audit 2019**

Motion Munzel second Scharf to accept the 2019 Audit and ask our auditors to forward the audit to the State of Michigan.

Roll call vote, all ayes and carried. Savander absent

#### **Call to public**

##### **Reports**

###### **A. 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 until our next meeting scheduled for August 18, 2020.

Roll call vote, all ayes and carried, Savander absent.



**Consent Agenda - Reports**

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

Motion Scharf second Kleinschmidt to approve the consent agenda.

All ayes and carried, Savander absent.

**Old Business**

**New Business**

**A. Webster Township Historical Society**

Motion Calleja second Kleinschmidt to approve aiding in the repair cost to the Old Town Hall that houses irreplaceable historical memorabilia for the Township, in the amount of \$4,341.25 and in addition \$100.00 to increase the Township's annual support for protecting and maintaining the historical records.

Roll call vote, all ayes and carried, Savander absent and Westman recused himself.

**B. Publications**

Discussion on where to publish Public Notices now that the Sun Times newspaper is no longer available. The Clerk will report back at the August board meeting with options and costs.

**C. Election Inspector Pay**

Motion Calleja second Westman to raise the election inspector hourly pay \$1.00 across the board for the August 4, 2020 and November 3, 2020 elections for their service in this time of Covid-19.

Roll call vote, all ayes and carried. Savander absent.

**D. Election Inspector Food Budget**

Motion Calleja second Munzel to approve providing a meal on election day for the inspectors to average about \$15.00 per person.

Roll call vote, all ayes and carried, Savander absent.



**E. WAVE Invoice**

Motion Scharf second Calleja to approve paying the WAVE Invoice in the amount of \$15,900.00 for transportation services provided to our citizens of Webster Township.

Roll call vote, all ayes and carried, Savander absent.

**F. Oberheide Escrow Return**

Motion Scharf second Kleinschmidt to approve the return of the Oberheide performance guarantee in the amount of \$10,000.00.

Roll call vote, all ayes and carried, Savander absent.

**G. Cyber Insurance**

Motion Kingsley second Westman to approve paying \$631.00 to U.S. Specialty Insurance through Decker to provide us with Cyber Insurance from July 2020 to March 2021.

Roll call vote, Westman aye, Scharf nay, Calleja aye, Kingsley aye, Kleinschmidt aye, Munzel aye, and carried, Savander absent.

**H. Opening Plan**

Motion Munzel second Scharf to approve the Covid-19 Re-opening Plan for June 29, 2020 for Webster Township.

All ayes and carried, Savander absent.

**Correspondence**

**Call to the Public**

**Concerns of the Board Members**

**Adjourn**

Motion Kleinschmidt second Westman to adjourn the meeting at 8:22 p.m.

All ayes and carried.

Respectfully submitted,

Barbara Calleja, Clerk



**Webster Township Regular Board Meeting  
August 18, 2020 7:00 P.M.**

The Webster Township Board Meeting was called to order at 7:00 p.m. by Supervisor John Kingsley on August 18, 2020 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, Richard Kleinschmidt, Dan Munzel, Brant Savander; Zoning Administrator Randy Raiford; Deputy Clerk Donna Whitney; and 13 citizens.

**Meeting opened with the Pledge of Allegiance to the flag**

Motion Scharf second Munzel to approve the minutes as presented of the Webster Township Board of Trustees Regular Meeting held on July 21, 2020 and the Special Meeting held on July 21, 2020.  
All ayes and carried.

**Supervisor Remarks**

**Agenda**

Motion Calleja second Savander to approve the agenda as amended adding item H, PDR Resolution.  
All ayes and carried.

**Firehall Update**

**PDR Presentation – Barry Lonik**

**Call to public**

**Reports**

**A. Treasurer's Report**

Motion Calleja second Savander to accept the Treasurer's report and pay bills as presented, as well as those anticipated bills received until our next meeting scheduled for September 15, 2020.  
Roll call vote, all ayes and carried.



**Consent Agenda - Reports**

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

Motion Munzel second Kleinschmidt to approve the consent agenda.  
All ayes and carried.

**Old Business**

**New Business**

**A. Whitney PA-116**

Motion Calleja second Savander to adopt Resolution #16-20.  
Roll call vote, all ayes and carried.

**B. Martin-Scully Rd.**

Motion Savander second Scharf to go into closed session at 8:09 p.m. to discuss attorney opinion letter on Martin Scully Rd.  
All ayes and carried.

Motion Savander second Scharf to go back into open session at 8:15 p.m.  
All ayes and carried.

No action taken.

**C. Millage Rates**

Discussion on millage rates. To be decided at the September 15, 2020 meeting.

**D. Discussion on Publications**

Motion Calleja second Munzel to approve MLive.com and The Ann Arbor News as our primary source of notifications and legal notices.  
All ayes and carried.





**E. Discussion on Employee Leave Time Hours During Covid-19**

**F. Don Zeeb Memorial Fund**

Motion Kingsley second Kleinschmidt to table the decision on the expenditure of the Don Zeeb Memorial Fund until the completion or near completion of the new Fire Hall.

All ayes and carried.

**G. Township Hall HVAC Replacement**

Motion Kingsley second Westman to increase the building maintenance repair budget line item #101-265-930.000 from \$6000.00 to \$46,000.00 to replace 4 furnaces and 4 air conditioners.

Roll call vote, all ayes and carried.

**H. PDR Resolution**

Motion Westman second Munzel to adopt Resolution #15-20 to authorize supervisor Kingsley to sign commitment documents and closing documents in regards to Baseline Farm conservation easement.

Roll call vote, all ayes and carried.

**Correspondence**

**Call to the Public**

**Concerns of the Board Members**

**Adjourn**

Motion Kleinschmidt second Westman to adjourn the meeting at 9:18 p.m.

All ayes and carried.

Respectfully submitted,

Barbara Calleja, Clerk



**Webster Township Regular Board Meeting  
September 15, 2020 7:00 P.M.**

The Webster Township Board Meeting was called to order at 7:00 p.m. by Supervisor John Kingsley on September 15, 2020 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, Richard Kleinschmidt, Dan Munzel, Brant Savander; Zoning Administrator Randy Raiford; Assessor Bill Sinkule; Deputy Clerk Donna Whitney; and 6 citizens.

**Meeting opened with the Pledge of Allegiance to the flag**

Motion Scharf second Munzel to approve the minutes as presented of the Webster Township Board of Trustees Regular Meeting held on August 18, 2020.  
All ayes and carried.

**Supervisor Remarks**

**Agenda**

Motion Scharf second Savander to approve the agenda as presented moving item E to item A, and item A to item E, and adding Cobblestone Event Derby as item F, and adding Election Update as item G.  
All ayes and carried.

**Firehall 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 October 20, 2020.

Roll call vote, all ayes and carried.



**Consent Agenda - Reports**

1. Planning Commission-No 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

Motion Munzel second Savander to approve the consent agenda.

All ayes and carried.

**Old Business**

**New Business**

**A. PDR Letter and Appraisal**

Motion Westman second Scharf to authorize Supervisor Kingsley to sign the attached letter supporting a Regional Conservation Partnership Program (RCP) agreement between Webster Township and the Ann Arbor Greenbelt Commission. Roll call vote, all ayes and carried.

Motion Westman second Savander to approve the expenditure of PDR funds, not to exceed \$1000.00, for an updated appraisal on property identified in application number 2015-2.

Roll call vote, all ayes and carried.

**B. Millage Rates**

Motion Munzel second Westman to approve setting the December 2020 tax levy rates at: Operating Millage at 0.7512, Public Safety Millage at 2.6000 and PDR Millage at 0.4820.

Roll call vote, all ayes and carried.

**C. Fire Code**

Discussion



**D. Website Vendor Recommendation**

Motion Savander second Calleja to proceed with Revize Software System to redo the Township website at a proposed cost of \$8,400.00 with a yearly ongoing support fee of \$2,900.00.

Roll call vote, all ayes and carried.

**E. Historic Webster Village Festival Permit**

Motion Scharf second Kleinschmidt to allow the Webster Township Historical Society to hold a Flea Market on Saturday, September 26, 2020, from 9AM-4PM on the grounds of the Historic Webster Village, providing they comply with Covid-19 guidelines by the State of Michigan and the County of Washtenaw, and follow the governors executive orders. In addition, use of the Webster Township restrooms will be permitted.

All ayes and carried.

**F. Cobblestone Derby Event**

Discussion

**G. Election Update**

**Correspondence**

**Call to the Public**

**Concerns of the Board Members**

**Adjourn**

Motion Kleinschmidt second Westman to adjourn the meeting at 9:58 p.m.

All ayes and carried.

Respectfully submitted,

Barbara Calleja, Clerk



**Webster Township Regular Board Meeting  
October 20, 2020 7:00 P.M.**

The Webster Township Board Meeting was called to order at 7:00 p.m. by Supervisor John Kingsley on October 20, 2020 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, Richard Kleinschmidt, Dan Munzel, Brant Savander; Zoning Administrator Randy Raiford; Assessor Bill Sinkule; Deputy Clerk Donna Whitney; and 9 citizens.

**Meeting opened with the Pledge of Allegiance to the flag**

Motion Savander second Munzel to approve the minutes as presented of the Webster Township Board of Trustees Regular Meeting held on September 15, 2020 and Special Meeting on September 22, 2020.

All ayes and carried.

**Supervisor Remarks**

**Agenda**

Motion Westman second Calleja to approve the agenda as amended adding new business item K, Don Zeeb Memorial Appointment.

All ayes and carried.

**Firehall Update**

Motion Scharf second Munzel to pay Phoenix Contractors Inc. \$280,397.03 dated 9/30/2020.

Roll call vote, all ayes and carried.

**Call to public**

**Reports**

**A. Treasurer's Report**

Motion Calleja second Kleinschmidt to accept the Treasurer's report and pay bills as presented, as well as those anticipated bills received until our next meeting scheduled for November 17, 2020.

Roll call vote, all ayes and 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-Report Received

Motion Scharf second Kleinschmidt to approve the consent agenda.  
All ayes and carried.

### **Old Business**

#### **New Business**

##### **A. A.R. Brower/Webster Station**

Motion Calleja second Munzel to approve the Webster Station site plan to allow for the paving of the road per amended site plan.

Roll call vote, all ayes and carried.

##### **B. Cobblestone Farm Festival Permit**

Motion Scharf second Westman to permit an event to take place at 6301 Gregory Rd. on October 24/25, 2020 requiring the event organizers to comply with township requirements to contact the sheriff and fire departments, to show certificate of insurance, and to comply with state and county requirements for Covid protocol.

Roll call vote, Savander no, Westman yes, Scharf no, Kingsley no, Calleja yes, Kleinschmidt no, Munzel yes.

##### **C. Dexter Winter Marketplace Festival Permit**

Motion Kingsley second Savander to grant an ongoing permit for the 2020/21 Dexter Winter Marketplace at the Dexter United Methodist Church for 11 market days between 11/7 and 4/10 as long as no complaints received from prior events.

Roll call vote, all ayes and carried

##### **D. Publications**

Motion Calleja second Munzel to revert back to The Sun Times for our legal publications and in conjunction use Mlive Ann Arbor as an online publication.  
All ayes and carried.

##### **E. Mark Richards Escrow Return**

Motion Kleinschmidt second Westman to return Mark Richard's performance guarantee in the amount of \$2500.00.

Roll call vote, all ayes and carried.



**F. Snow Removal**

Motion Savander second Munzel to accept Gary Koch's snow removal contract.  
Roll call vote, all ayes and carried.

**G. DTE Tree Grant Approval**

Motion Scharf second Savander to authorize John Scharf to sign the DTE Energy Foundation Tree Planting Grant for the Webster Township Firehall.  
Roll call vote, all ayes and carried.

**H. Scully Rd. SAD Public Hearing Date**

Motion Savander second Scharf to set a Scully Rd. Special Assesment District Public Hearing date for Friday, November 13, 7:00 PM, at the Webster Township Hall.

All ayes and carried.

**I. Election Update/AVCB Hall Rental/Food Approval/Security**

Motion Savander second Munzel to approve paying \$200 rent to the Webster Historical Society for the use of Crossroads Community Center for the AV Counting Board; \$250 for incidental election needs; and up to \$15 per person for election worker lunches.

Roll call vote, all ayes and carried.

**J. Website Update**

**K. Don Zeeb Memorial Application**

Motion Westman second Calleja to appoint Rick Kleinschmidt and Loren Yates to the Don Zeeb Memorial sub committee to work with the Zeeb family for the proposed Don Zeeb memorial.

All ayes and carried.

**Correspondence**

**Call to the Public**

**Concerns of the Board Members**

**Adjourn**

Motion Kleinschmidt second Munzel to adjourn the meeting at 9:03 p.m.

All ayes and carried.

Respectfully submitted,

Barbara Calleja, Clerk



**SPECIAL MEETING OF THE  
WEBSTER TOWNSHIP BOARD OF TRUSTEES  
October 23, 2020**

The Webster Township Special Board Meeting was called to order at 6:00 pm by Supervisor John Kingsley on October 23, 2020 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, Richard Kleinschmidt, Brant Savander absent; Zoning Administrator Randy Raiford; and 3 citizens.

**New Business**

- A. Reconsideration of a festival permit request by Cobblestone Farms for an event on Saturday, October 24<sup>th</sup> and 25<sup>th</sup> at 6301 Gregory Rd. with an amendment to require the meeting fee be paid before the event if the meeting fee is not waived.**

Motion Kingsley second Scharf to require the meeting fee be paid before the event if the meeting fee is not waived.

Roll call vote, all ayes and carried.

Motion Munzel second Westman to approve the equestrian event at Cobblestone Farm on October 24 and 25, 2020 providing the same requirements as last event: Notify Sheriff, Fire Department, Township listed on Insurance and State and Local Covid-19 protocol followed.

Roll call vote, Westman-aye, Scharf-nay, Kingsley-aye, Calleja-aye, Kleinschmidt-aye, Munzel-aye, Savander absent and motion carried.

- B. Consideration of waiving the fee for this special meeting.**

Motion Westman second Calleja to waive the meeting fee.

Roll call vote, Munzel-nay, Kleinschmidt-aye, Calleja-aye, Kingsley-aye, Scharf-nay, Westman-aye, Savander absent and motion carried.

**Call to public**

Motion Kleinschmidt second Westman to adjourn the meeting at 6:54 p.m.

Respectfully Submitted,  
Barbara Calleja, Webster Township Clerk





**Webster Township Regular Board Meeting  
November 17, 2020 7:00 P.M.**

The Webster Township Board Meeting was called to order at 7:00 p.m. by Supervisor John Kingsley on November 17, 2020 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, Brant Savander; Rick Kleinschmidt-absent; Zoning Administrator Randy Raiford; Assessor Bill Sinkule; and 9 citizens.

**Meeting opened with the Pledge of Allegiance to the flag**

Motion Scharf second Munzel to approve the minutes as presented of the Webster Township Board of Trustees Regular Meeting held on October 20, 2020 amended, correcting a spelling error.

All ayes, Kleinschmidt absent and motion carried.

Motion Munzel second Westman to approve the Special Meeting held on October 23, 2020.

All ayes, Kleinschmidt absent and motion carried.

**Supervisor Remarks**

**Agenda**

Motion Westman second Savander to approve the agenda as presented.

All ayes, Kleinschmidt and carried.

**Firehall Update**

Motion Scharf second Savander to pay Phoenix Contractors Inc. application #3611-06 in the amount of \$257,902.06 dated 10/31/2020.

Roll call vote, all ayes, Kleinschmidt absent and motion carried.

**Call to public**

**Reports**

**A. 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 until our next meeting scheduled for December 15, 2020.

Roll call vote, all ayes, Kleinschmidt absent and motion carried.



**Consent Agenda - Reports**

1. Planning Commission-Report Received
  2. Zoning Inspectors-Report Received
  3. Sheriff's Report-No 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
- Approval of the consent agenda.

**Old Business**

**New Business**

**A. Return Escrow Reimco/Cooley Grading**

Motion Calleja second Scharf to approve the return of the Reimco/Cooley escrow in the amount of \$2,500.

Roll call vote, all ayes, Kleinschmidt absent and motion carried.

**B. Review zoning Compliance report Fees**

Consideration at December meeting to increase the Zoning Compliance Fee to cover the cost of added printing in the office.

**C. Scully Rd. Resolution**

Motion Scharf second Savander to change the date in Resolution #18-20 to set the Scully Rd. Special Assessment District Public Hearing for Tuesday, February 23, 2021 at 7:00pm.

All ayes, Kleinschmidt absent and motion carried.

Motion Kingsley second Scharf to adopt Resolution #18-20 as amended.

All ayes, Kleinschmidt absent and motion carried.

**D. WCRC Tree Policy**

Discussion took place and will draft a resolution at the December 15, 2020 meeting.

**E. HVAC Contract**

Motion Calleja second Munzel to approve Supervisor Kingsley to sign a contract with CMR for new HVAC system for installation in the township hall not to exceed \$33,790.

Roll call vote, Munzel aye, Calleja aye, Kingsley aye, Scharf nay, Westman aye,



## WEBSTER TOWNSHIP

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Savander aye, Kleinschmidt absent and motion carried.

### **F. Hazard Pay Election Inspectors**

Motion Calleja second Savander to approve the paying of \$100 to each person that worked the November 3, 2020 General Election, hazard pay for their willingness to serve Webster Township in this time of Covid-19.

Roll call vote, all ayes, Kleinschmidt absent and motion carried.

### **G. Dexter District Library Representative-Shelly Vrsek**

No conflict of interest for Shelly Vrsek to serve on the Webster Township board and Dexter District Library Board.

### **H. Website Status Report**

Bill Sinkule presented update

### **I. Fire Station Lease Agreement**

Time to start putting together a lease agreement for the new Webster Township Fire Station.

### **J. PDR Expenditure**

Motion Westman second Scharf to approve the expenditure of PDR funds, not to exceed \$225,000 for the purchase of development rights on property described in application 2015-2.

Roll call vote, all ayes, Kleinschmidt absent and motion carried.

Motion second Calleja to approve the expenditure of PDR funds, not to exceed \$2500 to commission an appraisal on property described in application 2014-1.

Roll call vote, all ayes, Kleinschmidt absent and motion carried.

### **K. Election Budget Amendment Resolution #19-20**

Motion Savander second Westman to approve Resolution #19-20 amending the Election line items pertaining to Election Postage and Election Miscellaneous.

Roll call vote, all ayes, Kleinschmidt absent and motion carried.

## **Correspondence**

## **Call to the Public**



## WEBSTER TOWNSHIP

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### **Concerns of the Board Members**

#### **Adjourn**

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

All ayes, Kleinschmidt absent and motion carried.

Respectfully submitted,

Barbara Calleja, Clerk



**Webster Township Virtual Board Meeting  
December 15, 2020 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 December 15, 2020 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, Shelly Vrsek; Jeff Harms; Zoning Administrator Randy Raiford; Assessor Bill Sinkule; Deputy Clerk Donna Whitney and 6 citizens.

Motion Scharf second Harms to approve the minutes as presented of the Webster Township Board of Trustees Regular Meeting held on November 17, 2020 as presented.  
All ayes, motion carried.

**Supervisor Remarks**

**Agenda**

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

**Firehall Update**

Motion Scharf second Munzel to pay Phoenix Contractors Inc. application #3611-07 in the amount of \$182,097.12 dated 11/30/2020.  
Roll call vote, all ayes and motion carried.

**Website Update**

Motion Harms second Vrsek to move forward with Revize, based on comments and input, to go to the next phase of development.  
Roll call vote, all ayes and carried.

**Call to public**

**Reports**

**A. 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 until our next meeting scheduled for January 19, 2021.  
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
- Consent Agenda accepted

**Old Business**

**A. Festival Permit Application**

Board members are to give all suggested changes to Randy for January meeting approval.

**New Business**

**A. Zoning Compliance Fees**

Randy will present data at January's meeting.

**B. Land Division Application**

Motion Kingsley second Westman to approve the application form for Land Division, Combination, or Boundary Adjustments.  
Roll call vote, all ayes and carried.

**C. Appointments**

Motion Kingsley second Vrsek to approve the appointments of:

Planning Commission 3 year term:

George Goodman 1/24

Zoning Board of Appeals 3 year term:

Jennifer Simonds 1/24

Eugene Hopkins 1/24

PDR 2 year term:

Tom Bloomer 1/23

Linda Hosford 1/23



## WEBSTER TOWNSHIP

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Board of Review 2 year term:

Dita Albert 1/23

Steve Zamansky 1/23

Tracy Rose 1/23

Compensation Commission for the following terms:

Tom Neil 1/22

Sheila Hoeft 1/23

Karl Fink 1/25

John Cares 1/26

Roll call vote, all ayes and carried.

### **D. Discussion on WCRC Tree Policy Resolution**

### **E. Discussion on CMR add-on Contract**

### **Correspondence**

### **Call to the Public**

### **Concerns of the Board Members**

### **Adjourn**

Motion Westman second Harms to adjourn the meeting at 8:30 p.m.

All ayes and motion carried.

Respectfully submitted,

Barbara Calleja, Clerk