



WEBSTER TOWNSHIP

Webster Township Board Meeting January 16, 2024, 7:00 P.M.

The Webster Township Board Meeting was called to order at 7:00 p.m. by Supervisor John Kingsley on January 16, 2024, 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, John Westman, Jeff Harms; Shelly Vrsek; Zoning Administrator Sri Komaragiri; Assessor Bill Sinkule; Deputy Supervisor Rick Kleinschmidt; Deputy Clerk Donna Whitney, and 17 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 December 19, 2023, as amended.
All ayes and motion carried.

Supervisor Remarks

Approve Agenda

Motion Westman second Munzel 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 February 20, 2024.
Roll call vote, all ayes and motion carried.

Consent Agenda Reports

1. Planning Commission – Report Received
2. Zoning & Enforcement Reports – Zoning Report Received
3. Sheriff's Report – Report Received
4. Zoning Board of Appeals – No Report Received
5. PDR Committee/PDR Estimate – Report Received, Estimate Received
6. Fire Department – Report Received
7. WAVE – No December Meeting
8. Assessor/IT Services – No Report
9. Natural Features Committee – Report Received
10. Election Commission – Report Received.

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



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Old Business

A. Text Amendments Sec. 2.10 & Sec. 13.80 – Building Height and Lot Standards

Motion Vrsek second Harms to adopt Resolution No. 01-24, Amendment to Webster Township Zoning Ordinance No. 08-11, as amended during the meeting.

Motion Scharf second Calleja to postpone adopting Resolution No. 01-24, Amendment to Webster Township Zoning Ordinance No. 08-11, until the next regular board meeting, pending review of a final draft.

Roll call vote, all ayes and motion carried.

B. Architect Draft Floor Plan Proposal

Next step is cost estimate and confirmation of conference room square footage.

C. Renewal of Sri Planning LLC Contract

Motion Munzel second Calleja to approve the agreement for the Township Planner and Zoning Administrator Consulting Services for 2024 as outlined on the proposal, with the period starting February 1, 2024 and with a proration of the fixed amount appropriately.

Roll call vote, all ayes and motion carried.

D. Consumers Energy Company Gas Franchise Ordinance

A copy will be sent to the attorney with proposed changes and asking about collecting a franchise fee.

New Business

A. Culvert Grant

A new grant was submitted on January 11, 2024.

B. PDR Consultant Pay Increase

Postponed until the February 20, 2024 board meeting.

C. Poverty Exemption Guidelines for 2024

Motion Scharf second Munzel to approve the 2024 Poverty Exemption Guidelines with the amendment of total assets not to exceed \$50,000 .

Roll call vote, all ayes and motion carried.

D. Budget Amendments

Motion Kingsley second Scharf to approve the following budget amendments:

Line item 101-702-710.000, Zoning Enforcement Officer, from \$5,000 to \$22,000.

Line item 101-702-715.000, FICA Matching Funds/za, from \$400 to \$2900.

Line item 101-702-820.336, Contract Serv./legal, from \$30,000 to \$50,000.

Line item 101-446-813.000, Road Maintenance & Repair, from \$400,000 to \$360,500.

Roll call vote, all ayes and motion carried.



E. Assessment Notice Insert Discussion

Motion Vrsek second Westman to authorize inserting a Zoning Information flyer in the March 2024 Assessment Notice, based on the amended draft presented by the Zoning Administrator.

Roll call vote, all ayes and motion carried.

Correspondence

Call to Public

Concerns of Board Members

Adjourn

Motion Westman second Harms to adjourn the meeting at 9:27 p.m.

All ayes and motion carried.

Respectfully submitted,
Barbara Calleja, Clerk