



Webster Township Board Meeting March 19, 2024, 7:00 P.M.

The Webster Township Board Meeting was called to order at 7:00 p.m. by Supervisor John Kingsley on March 19, 2024, at the Webster Township Hall, 5665 Webster Church Road, Dexter, MI 48130. Members present: Supervisor John Kingsley; Treasurer John Scharf; Trustees Dan Munzel, Jeff Harms; Shelly Vrsek; John Westman; Deputy Supervisor Rick Kleinschmidt; Deputy Clerk Donna Whitney, and 27 citizens. Absent: Clerk Barbara Calleja

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 February 20, 2024 as amended.

All ayes and motion carried. Calleja absent

Motion Harms second Westman to approve the minutes of the Webster Township Board of Trustees Special Meeting - Question & Answer Forum held on March 5, 2024, as amended, inserting a missing word on page 16 and 19.

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

Supervisor Remarks

Approve Agenda

Motion Vrsek second Harms to approve the agenda, as amended, adding Old Business item C, Keeping of Animals Ordinance, and adding New Business item P, Road Millage Projects.

All ayes and motion carried. Calleja absent

Presentation WAVE - Marie Gress

Presentation Dexter - Senior Center-Anne Williams

Call to Public

Budget FY 2025 Public Hearing/Adopt FY2025 Budget

Motion Scharf second Westman to adopt the FY 2025 Budget as amended, supported by 0.6900 mills for General Fund, 2.6000 mills for Public Safety Fund and 0.4735 mills for PDR Fund.

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

Minutes can be viewed online at www.webstermi.us



Treasurer's Report

Motion Kingsley 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 April 16, 2024.

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

Consent Agenda Reports

1. Planning Commission – Report Received
2. Zoning & Enforcement Reports – 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 – Report Received
8. Assessor/IT Services – No Report Received
9. Natural Features Committee – No Report Received

Motion Harms second Westman to accept and file the Consent Agenda Reports as presented.

All ayes and motion carried. Calleja absent

Old Business

A. Consumers Energy Company Gas Franchise Ordinance discussion

Motion Harms second Munzel to accept Ordinance 01-24 as amended, taking out the words "public places" from 2 locations in the document.

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

B. Architect Draft Floor Plan discussion

Motion Scharf second Harms to direct the architect, Cornerstone Design Inc., to proceed with floor plan option 4.

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

C. Keeping of Animals Ordinance

Motion Harms second Westman to give the Keeping of Animals Ordinance back to the Planning Commission for their reconsideration based on input from residents.

Motion Scharf second Kingsley to postpone the Keeping of Animals Ordinance until next month's meeting.

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

Motion Harms second Westman to vote on the original motion, to give the Keeping of Animals Ordinance back to the Planning Commission for their reconsideration based on input from residents.

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



New Business

A. Parking Lot Bids

The Township Board will call a Special Meeting on Wednesday, April 3, 2024, 6:30 p.m. to consider bids from 3 companies (Asphalt Specialists, Best Asphalt and T & M Paving) with the bids being for the entire project plus alternates #1 and #4, with the main parking lot being concrete and the side gravel lot being asphalt, and for each company to send a list of completed projects for us to look at.

B. Budget Policies

Motion Vrsek second Munzel to adopt Policy No. 02-24, Budget Policies: FY 2025 as amended.

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

C. Wage Policies

Motion Scharf second Harms to adopt Policy No. 03-24, Wage Policies: Appointed Boards FY 2025 as amended.

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

D. Wage Resolutions

Motion Harms second Westman to adopt Resolution 02-24, as amended, to pay the in-house Assessor with Level III credentials a rate of \$93,595.91 plus 8% retirement, as outlined in the adopted MERS plan and fringes as outlined in the Employee Handbook.
Roll call vote, all ayes and motion carried. Calleja absent.

Motion Scharf second Harms to adopt Resolution 03-24, as amended, to pay the Office Manager at the rate of \$50,250.41 plus 7.5% retirement, as outlined in the adopted MERS plan and fringes as outlined in the Employee Handbook.

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

Motion Munzel second Vrsek to adopt Resolution 04-24, as amended, to pay each Trustee at the rate of \$5,876.00 per year.

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

Motion Munzel second Harms to adopt Resolution 05-24, as amended, to pay the Clerk at the rate of \$53,715.00 per year.

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

Motion Vrsek second Harms to adopt Resolution 06-24, as amended, to pay the Treasurer at the rate of \$48,083.00 per year.

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

Motion Harms second Scharf to adopt Resolution 07-24, as amended, to pay the Supervisor at the rate of \$48,083.00 per year.

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



E. Annual Policy

Motion Kingsley second Munzel to adopt Policy No. 04-24, Annual Policy for Township Operations 2024-2025, as amended, moving the May 2024, June 2024 and January 2025 Planning Commission meetings to the 4th Wednesday of the month, correcting PDR Board to be PDR Committee, and correcting Natural Features to be Natural Features Committee. Roll call vote, all ayes and motion carried. Calleja absent.

F. Meeting Dates of Boards & Committees

Meeting schedules and amended meeting dates for the Board of Trustees, Planning Commission, Farmland & Open Space Preservation Board (PDR), Zoning Board of Appeals, Natural Features Committee, and Parks and Recreation Committee were discussed and approved in New Business item E.

G. Social Media Draft Policy

Motion Westman second Harms to postpone the policy until next month. Roll call vote, all ayes and motion carried. Calleja absent.

H. Budget Amendments

Motion Scharf second Harms to approve the following budget amendments:

205-336-820.336 from \$893,000 to \$910,000 (+ \$17k)

101-702-820.336 from \$50,000 to \$65,000 (+ \$15k)

205-301-803.000 from \$416,464 to \$399,464 (- \$17k)

101-267-804.000 from \$50,000 to \$35,000 (- \$15k)

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

I. Auditor Contract

Motion Scharf second Munzel to extend the Auditor Contract for Pfeffer, Hanniford & Palka CPA's, PC, as presented, in the amount of \$9,800 each for FY 2023-2024, FY 2024-2025 and FY 2025-2026, with additional services, outside the scope of the audit, to be billed at \$95 per hour.

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

J. ZBA Alternate Appointment

Motion Kingsley second Westman to recommend Joseph Peterson to be an alternate on the Zoning Board of Appeals.

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

K. Policy on Board of Review Mail in Petitions

Motion Munzel second Harms to adopt Policy No. 05-24: Board of Review Mail in Petitions, as amended.

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



WEBSTER TOWNSHIP

L. WAVE Agreement and Invoice

Motion Vrsek second Scharf to approve the agreement between the Western-Washtenaw Area Value Express (WAVE) and the Township of Webster, for a term of April 1, 2024 through March 31, 2025.

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

M. Insurance Renewal

Motion Kingsley second Vrsek to pay the Decker Insurance Agency invoice #5020, for a 2024 Renewal Premium, in the amount of \$18,398.00.

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

N. PDR Expenditures

Motion Harms second Vrsek to approve the expenditure of PDR funds, not to exceed \$3000 for a survey, not to exceed \$2800 for an Environmental Site Assessment (ESA), and not to exceed \$43,800 to purchase a conservation easement, on property described in application 2020-3.

Roll call vote, all ayes, Westman abstained due to a conflict of interest, motion carried. Calleja absent.

O. Roadside Cleanup date

Motion Scharf second Munzel to establish Saturday, April 13, 2024, for the Webster Township Roadside Cleanup Day. A dumpster and trash bags will be available at the township on Friday afternoon.

All ayes and motion carried. Calleja absent.

P. Road Millage Projects –

Motion Scharf second Westman to recommend to the Washtenaw County Road Commission that our portion of the 2025-2028 millage funds be used solely for our gravel local roads.

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

Correspondence

Call to Public

Concerns of Board Members

Scharf is concerned about Senate Bill 663 and House Bills 4680, 5133 and 5134.

Adjourn

Motion Westman second Harms to adjourn the meeting at 10:58 p.m.

All ayes and motion carried. Calleja absent.

Respectfully submitted,
Donna Whitney, Deputy Clerk