



WEBSTER TOWNSHIP

Webster Township Board Meeting March 21, 2023, 7:00 P.M.

The Webster Township Board Meeting was called to order at 7:00 p.m. by Supervisor John Kingsley on March 21, 2023, at the Webster Township Hall, 5665 Webster Church Road, Dexter, MI 48130. Members present: Supervisor John Kingsley; Clerk Barb 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 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 February 21, 2023, as presented.

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

Dexter Senior Center presentation - Gordon Smith, Executive Director

Budget Public Hearing

Minutes can be viewed online at 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 18, 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 – Report Received
9. Compensation Commission – Report Received

Motion Munzel second Harms to accept the Consent Agenda reports as presented, pulling out the Compensation Commission as a verbal report.

All ayes and motion carried.

Old Business

New Business

A. Adopt Budget FY 2024

Motion Scharf second Vrsek to adopt the FY 2024 Budget as presented, supported by 0.7438 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.

B. Budget Policy

Motion Scharf second Vrsek to adopt Policy No. 03-23, Budget Policies: FY 2024 as amended, changing employee to full-time employee in paragraph 3, line 2.

Roll call vote, all ayes and motion carried.

C. Wage Policy

Motion Scharf second Vrsek to adopt Policy No. 04-23, Wage Policies: Appointed Boards FY 2024 as amended, increasing meeting per Diems from \$100 to \$105.

Roll call vote, all ayes and motion carried.

D. Annual Policy

Motion Scharf second Westman to amend Policy No. 02-2023, Annual Policy for Township Operations 2023-2024, removing the day before Thanksgiving Day closing at 2 p.m., and removing the day after Christmas as a holiday.

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

Motion Munzel second Calleja to adopt Policy No. 02-2023, Annual Policy for Township Operations 2023-2024, as amended.

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

E. Compensation Commission Report

Motion Vrsek second Westman to accept the Compensation Commission report as presented.

All ayes and motion carried.



F. Wage Resolutions

Motion Calleja second Scharf to adopt Resolution 03-23, as presented, to pay the in-house Assessor with Level III credentials a rate of \$89,996.07 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.

Motion Scharf second Munzel to adopt Resolution 04-23, as presented, to pay the Office Manager at the rate of \$46,963.00 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.

Motion Calleja second Scharf to adopt Resolution 05-23, as presented, to pay the Deputy Clerk at the rate of \$30.00 per hour. Roll call vote, all ayes and motion carried.

Motion Scharf second Harms to adopt Resolution 06-23, as amended, to pay the Deputy Treasurer at the rate of \$30.00 per hour and correct line item #101-253-703.000 to be \$24,000.00. Roll call vote, all ayes and motion carried.

Motion Scharf second Harms to adopt Resolution 07-23, as presented, to pay the Deputy Supervisor at the rate of \$30.00 per hour. Roll call vote, all ayes and motion carried.

Motion Vrsek second Harms to adopt Resolution 08-23, as presented, with a friendly amendment to pay the Property Inspector at the rate of \$21.00 per hour and correct line item #101-257-720.001 to be \$17,000.00. Roll call vote, all ayes and motion carried.

Motion Scharf second Munzel to adopt Resolution 09-23, as presented, to pay the Supervisor at the rate of \$45,793.00 per year. Roll call vote, all ayes, Kingsley abstained, motion carried.

Motion Munzel second Westman to adopt Resolution 10-23, as presented, to pay the Treasurer at the rate of \$45,793.00 per year. Roll call vote, all ayes, Scharf abstained, motion carried.

Motion Scharf second Kingsley to adopt Resolution 11-23, as presented, to pay the Clerk at the rate of \$48,300.00 per year. Roll call vote, all ayes, Calleja abstained, motion carried.



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Motion Calleja second Kingsley to adopt Resolution 12-23, as presented, to pay each Trustee at the rate of \$5,597.00 per year.
Roll call vote, all ayes and motion carried.

Motion Calleja second Vrsek to adopt Resolution 13-23, as amended, to pay the Zoning Enforcement Officer at the rate of \$30.00 per hour.
Roll call vote, all ayes and motion carried.

G. Webster Historical Society presentation

Will be an agenda item at the April 18, 2023 board meeting.

H. WCRC Road Project discussion

Vrsek and Harms will work on the culvert grant.
Road Projects will be an agenda item at the April 18, 2023 board meeting.
Kingsley will contact Dexter township

I. Spring Clean Up Date

Motion Vrsek second Scharf to hold the 2023 Webster Township Spring Clean Day on April 29, 2023.
All ayes and motion carried.

J. Meeting Dates - BOT/PC/PDR/Parks and Rec

Motion Scharf second Westman to accept the meeting schedule for the Planning Commission, Board of Trustees, Open Space Preservation Board (PDR), and Parks and Recreation Committee as presented.
All ayes and motion carried.

K. Phoenix Invoice

Motion Scharf second Calleja to postpone payment of the Phoenix final invoice in the amount of \$3,500.00.
Roll call vote, all ayes and motion carried.

L. Decker Agency Invoice

Motion Kingsley second Vrsek to pay the Decker insurance agency, invoice #4547 for a 2023 Renewal Premium, in the amount of \$16,511.00.
Roll call vote, all ayes and motion carried.

M. Washtenaw Engineering Add on Lighting Contract

Motion Kingsley second Westman not to accept a Washtenaw Engineering proposal for Webster Township parking lot lighting replacement in the amount of \$3850.00
Roll call vote, Vrsek nay, Munzel nay, Calleja nay, Kingsley aye, Scharf nay, Westman aye, Harms nay, motion failed.



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Motion Scharf second Munzel to accept a Washtenaw Engineering proposal for Webster Township parking lot lighting replacement in the amount of \$3850.00

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

Correspondence

Call to Public

Concerns of the Board Members

Adjourn

Motion Westman second Harms to adjourn the meeting at 10:06 p.m.

All ayes and motion carried.

Respectfully submitted, Barbara Calleja, Clerk