

**WORK SESSION
TOWN HALL MEETING PREPARATION
6:45 p.m. to 7:30 p.m. Senior Center**

**THE VILLAGE OF DEXTER
VILLAGE COUNCIL MEETING**

Monday, October 13, 2008

*******7:30pm*******

Dexter Senior Center, 7720 Dexter Ann Arbor Road

A. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

- B. ROLL CALL:** President Keough
- | | |
|-----------|-------------|
| J. Carson | P. Cousins |
| D. Fisher | J. Semifero |
| J. Smith | R. Tell |

C. APPROVAL OF THE MINUTES

1. Regular Council Meeting Minutes – September 22, 2008

Page# 1-4

D. PRE-ARRANGED PARTICIPATION:

Pre-arranged participation will be limited to those who notify the Village office before 5:00 p.m. Tuesday of the week preceding the meeting, stating name, intent and time requirements. (10-minute limit per participant)

None

E. APPROVAL OF AGENDA:

F. PUBLIC HEARINGS

Action on each public hearing will be taken immediately following the close of the hearing

None

“This meeting is open to all members of the public under Michigan Open Meetings Act.”

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G. NON-ARRANGED PARTICIPATION:

Non-arranged participation will include those in the audience not listed on the agenda that wish to speak. At the Village President's discretion, members of the audience may be called on to speak at any time. Those addressing the Council will state their name, and address. This section is limited to 5-minutes per participant or 10-minutes for group representatives

H. COMMUNICATIONS:

1. Upcoming Meeting List
2. Michigan Municipal League Workers' Compensation Fund – Loss Control Achievement Award
3. Rural Development – Request for Extra Loan Payment
4. Risk Avoidance Grant Letter
5. Washtenaw County Wind Project
6. Catch Basin disconnection on Broad Street
7. Concentrate Article – Encore Productions
8. Washtenaw County Board of Commissioners – Board, Committee and Commission Positions
9. Letter from the Michigan Department of Environmental Quality regarding the isolation area for the proposed 5th well

Page# 5-28

I. REPORTS:

1. Community Development Manager – Allison Bishop
Quarterly Report **Page# 29-54**
2. Board, Commission, & Other Reports- “Bi-annual or as needed”
 - Arts, Culture & Heritage Committee Representative
 - Dexter Area Chamber
 - Dexter Area Fire Department Representative
 - Downtown Development Authority Chair
 - Farmers Market Representative
 - Gordon Hall Mgmt Team Representative
 - Huron River Watershed Council Representative – Paul Cousins**
 - Library Board Representative
 - Parks & Recreation Commission Chair – Alan Green**
 - Planning Commission Chair
 - Tree Board Chair
 - Washtenaw Area Transportation Study Policy Committee Rep.
 - Western Washtenaw Area Value Express Representative – Jim Carson**

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3. Subcommittee Reports

Facility Committee – none

Mill Pond Park Planning Team – Alan Green

Utility Committee – none

4. Village Manager Report

Page# 55-58

5. President's Report

Page# 59-60

J. CONSENT AGENDA

Bills & Payroll will be a standing item under consent agenda. Discussion of the Budget and Financial matters will be covered under the Presidents Report as a standing item. Items under consent agenda are considered routine and will be acted upon in one motion. There will be no separate discussion of these items unless a Council Member so requests, and the item will be removed from Consent and added to the regular agenda at the end of New Business.

1. Consideration of: Bills & Payroll in the amount of: \$369,226.03

Page# 61-70

2. Consideration of: Fiscal Year 2008-2009 Budget Amendment for Gordon Hall payment – \$40,000 from 101-890-000-955-000 to account 101-875-000-965-005

Page# 71-72

3. Consideration of: Request to place temporary signs starting October 20th to advertise a Pride and Honor bottle drive on November 1, 2008

K. OLD BUSINESS- Consideration and Discussion of:

1. Discussion of: Main Street Bridge Project – Construction Update

Letter to the Michigan Department of Environmental Quality – 9/26/08

Phase II – Next Steps

Page# 73-78

L. NEW BUSINESS- Consideration and Discussion of:

1. Consideration of: UNIFORM RESOLUTION FOR ADOPTING BENEFIT PROGRAM “E” INCREASE TO BE EFFECTIVE ON ADJUSTMENT DATE JANUARY 1, 2009

Page# 79-82

“This meeting is open to all members of the public under Michigan Open Meetings Act.”

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2. Consideration of: Recommendation to accept the Equalization Basin Design Proposal from OHM at a not to exceed amount of \$129,332
Page# 83-130

3. Consideration of: Recommendation to enter into a Composting Agreement
Page# 131-136

4. Consideration of: Social Security Number Privacy Policy
Page# 137-140

5. Consideration of: Identity Theft Prevention Program
Page# 141-145

6. Consideration of: To request a meeting with Scio Township regarding the 1981 Scio Township-Village of Dexter Promulgation of Annexation Policy and 1995 Amendment to the Agreement

M. COUNCIL COMMENTS

N. NON-ARRANGED PARTICIPATION

Same as item F. Those addressing the Council will state their name, and address. This section is limited to 5-minutes per participant or 10-minutes for group representatives.

O. ADJOURNMENT

Town Hall Meeting Reminder
October 16th – 7 p.m. to 9 p.m. at the Senior Center
Topic: Village Facility Improvements &
General Questions and Answers

"This meeting is open to all members of the public under Michigan Open Meetings Act."

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DEXTER VILLAGE COUNCIL
REGULAR MEETING
MONDAY, SEPTEMBER 22, 2008

AGENDA 10-13-08
ITEM C-1

A. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

The meeting was called to order at 7:30 by President Keough in the Dexter Senior Center located at 7720 Dexter Ann Arbor Rd. in Dexter, Michigan

B. ROLL CALL:

D. Fisher P. Cousins
J. Semifero J. Carson R. Tell
J. Smith S. Keough

C. APPROVAL OF THE MINUTES

Regular Council Meeting Minutes- September 8, 2008 as amended to show that Mr. Smith was present, but did not speak during Council comments.

Motion Smith; support Semifero to approve the regular Council minutes of September 8, 2008 as amended.

Ayes: Cousins,Fisher,Smith,Semifero,Tell,Carson.Keough.

Nays: none

Motion carries

D. PREARRANGED PARTICIPATION

none

E. APPROVAL OF THE AGENDA

Motion Semifero; support Carson to approve the agenda as amended to add M. Vickers as an appointee to the Arts, Culture, and Heritage committee and change L. 3 to a discussion item as opposed to a consideration item. (resolution to declare the 1981 promulgation agreement between Scio Township and The Village of Dexter null and void:)

Ayes: Smith,Semifero,Tell,Carson,Fisher,Cousins,Keough

Nays: none

Motion carries

F. PUBLIC HEARINGS

Parks Commission Ordinance Amendments

Hearing open at 7:34

Hearing closed at 7:35

no public comment

Consideration of: Proposed amendments to Chapter 30 of the Village's General Code Ordinances, Sections 31 to 38

Motion Semifero; support Carson to approve the proposed amendments to Chapter 30 of the Village's General Code Ordinances, Sections 31 to 38

Ayes: Semifero, Tell, Fisher, Carson, Cousins, Smith, Keough

Nays: none

Motion carries

G. NON-ARRANGED PARTICIPATION

Mark Ouimet, County commissioner

Reports on the County's budget reductions - 37 positions reduced

H. COMMUNICATIONS:

1. Upcoming Meeting List
2. Letter Confirming Execution of the Administrative consent order
3. Michigan State University Extension Activities Information

I. REPORTS

1. Arts, Culture & Heritage Committee Rep.- Paul Cousins
2. Washtenaw Area Transportation Study Policy Committee Rep. Jim Carson
3. Subcommittee reports

Utility Committee- verbal update 9-15-08 and 9-22-08

4. Village Manager Report

Mrs. Dettling submits her written report as per packet.

5. President's report

Mr. Keough submits his report as per packet.

J. CONSENT AGENDA

1. Consideration of: Bills and Payroll in the amount of \$175,638.97
2. Consideration of: Request from the Dexter Community Schools to hold the Homecoming Parade on October 10, 2008 at 1:15 P.M including the closure of Baker, Kensington, and Main.

3. Consideration of: Request from the Dexter Chamber of Commerce and the Lions Club to use Monument Park on October 11, 2008 for Apple Daze including the closure of Central St. from Main to 5th from 9:00 a.m. to 6:00 p.m.

Motion Fisher; support Smith to approve the consent agenda as presented.

Ayes: Tell, Carson, Cousins, Smith, Fisher, Semifero, Keough.

Nays: None

Motion carries

K. OLD BUSINESS-Consideration and Discussion of:

1. Discussion of: Main Street Bridge Project- construction updates

L. NEW BUSINESS-Consideration of and Discussion of:

1. Consideration of: appointment of Cheryl Hall and Mike Vickers to the Arts, Culture, and Heritage Committee

Motion Fisher; support Semifero to approve the appointments of Cheryl Hall and Mike Vickers to the Arts, Culture and Heritage Committee

Ayes; Carson, Cousins, Fisher, Smith, Semifero, Tell, Keough

Nays: none

Motion carries

2. Consideration of: Request from the Dexter Area Historical Society to pay our remaining \$60,000 pledge to Gordon Hall in a lump sum this fiscal year

Motion Carson; support Fisher to approve the request from the Dexter Area Historical Society to pay the remaining \$60,000 pledge to Gordon Hall in a lump sum this fiscal year.

Ayes: Cousins, Fisher, Smith, Semifero, Tell, Carson, Keough

Nays: none

Motion carries

3. Discussion of: Resolution to declare the 1981 Promulgation of Annexation Policy and Amendment to the Scio Township – Village of Dexter Agreement null and void

M. COUNCIL COMMENTS

- Carson no
- Semifero Michigan Rural Water Association can be a valuable resource
- Smith no
- Boyle thinks it is a little disingenuous for the Village School Board to be asking revenue streams in light of the \$40 million plus bond just approved
- Fisher road fixed already- thanks
- Cousins L.E.D. lighting being tested in Ann Arbor- check it out
Wed. workshop conference- Watershed Council

Dexter Area Chamber of Commerce "Think Dexter first" looking at ice sculptures for Xmas-any interest

Tell

no

N. NON-ARRANGED PARTICIPATION

Jeff Surfus of 8447 Boenaro Ct. – all 104 units associated with Bates Farm are not in support of breakout re: promulgation agreement

Mark Roberts of 8415 Sandfield Ct. notes the following:

refresh yourself with all agreements involved
original proposal was in concert with Jim Seta

O. ADJOURNMENT

Motion Smith; support fisher to adjourn at 9:23

Unanimous voice vote

Respectfully submitted

The Honorable
David F. Boyle
Clerk, Village of Dexter

Approved for Filing: _____

2008 Upcoming Meetings

Board	Date	Time	Location	Website	Village Representative
Dexter Downtown Development Authority	10/9/2008	7:30 p.m.	Senior Center	http://www.villageofdexter.org	Shawn Keough
Dexter Community Schools Board of Education	10/13/2008	7:00 p.m.	Creekside Intermediate School	http://web.dexter.k12.mi.us/	
Lima Township Board	10/13/2008	8:00 p.m.	Lima Township Hall	http://twp-lima.org	
Scio Township Downtown Development Authority	10/13/2008	12:00 p.m.	Scio Township Hall	http://www.twp.scio.mi.us/	
Scio Township Planning	10/13/2008	7:30 p.m.	Scio Township Hall	http://www.twp.scio.mi.us/	
Chelsea City Council	10/14/2008	7:30 p.m.	Washington Street Education Center	http://www.city-chelsea.org/	
Scio Township Board	10/14/2008	7:00 p.m.	Scio Township Hall	http://www.twp.scio.mi.us/	
Dexter Village Arts, Culture & Heritage Committee	10/14/2008	7:00 p.m.	Village Offices	http://www.villageofdexter.org	Paul Cousins
Washtenaw Area Transportation Study-Policy	10/15/2008	9:30 a.m.	Scio Township Hall	http://www.mi.wats.org/	Jim Carson
Washtenaw County Board of Commissioners	10/15/2008	6:45 p.m.	Board Room, Admin Building	http://www.ewashtenaw.org/government/boc/	
Webster Township Planning	10/15/2008	7:30 p.m.	Webster Township Hall	http://www.twp.webster.mi.us/	
Dexter Area Fire Board	10/16/2008	6:30 p.m.	Dexter Township Hall	http://dexterareafire.org/	Joe Semifero
Dexter Village Town Hall Meeting	10/16/2008	7:00 p.m.	Senior Center	http://www.villageofdexter.org	
Chelsea Area Planning Team/Dexter Area Regional	10/20/2008	7:00 p.m.	Dexter Township Hall	http://www.ewashtenaw.org/	Jim Carson
Dexter Village Zoning Board of Appeals	10/20/2008	7:00 p.m.	Senior Center	http://www.villageofdexter.org	Ray Tell
Dexter Township Board	10/21/2008	7:00 p.m.	Dexter Township Hall	http://www.twp-dexter.org/	
Dexter Village Parks Commission	10/21/2008	7:00 p.m.	Village Offices	http://www.villageofdexter.org	Joe Semifero
Washtenaw County Road Commission	10/21/2008	1:00 p.m.	Road Commission Offices	http://www.wcroads.org/	
Webster Township Board	10/21/2008	7:30 p.m.	Webster Township Hall	http://www.twp.webster.mi.us/	
Huron River Watershed Council	10/23/2008	5:30 p.m.	1100 N. Main, Suite 210, Ann Arbor	http://www.hrwc.org/	Paul Cousins

AGENDA 10-13-08

ITEM M-1

Due to the possibility of cancellations please verify the meeting date with the listed
website or the Village Representative



michigan municipal league

Workers
Compensation
Fund

1275 Green Road
P.O. Box 1407
Ann Arbor, MI 48106-1407

734 662-3341 800 633-3493
734 734 1774
www.wcfund.org

AGENDA 10-13-08

ITEM H-2

September 17, 2008

Donna Dettling, Village Manager
Village of Dexter
8140 Main Street
Dexter, MI 48130-1092

Dear Ms. Dettling:

Congratulations to you and your employees for receiving one of 29 Loss Control Achievement Awards presented annually by the Michigan Municipal League Workers' Compensation Fund. These awards recognize our members' for their efforts in maintaining safe work environments and their dedication to reducing workers' compensation losses through employee training.

The Village of Dexter is being recognized for having one of the two most improved experience modification factors for the policy year beginning July 1st 2008 in Category 4, which is those Fund members with premiums \$15,001 - \$25,000.

Enclosed is a certificate recognizing your achievement. Also, we will publish your achievement in the next issue of *Risk Management News*, as well as sending a press release to local print media. If you are interested in having a presentation photograph taken for use in your local newspaper, please give Jennifer Orr a call, at (734) 669-6341, so that a convenient time can be arranged.

On behalf of your 849 fellow members of the Michigan Municipal League Workers' Compensation Fund, thank you for your commitment to safe work practices.

Sincerely,

Gretchen Driskell
Fund Chair
Mayor, Saline

Michael Forster
Fund Administrator

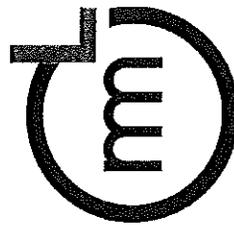
Michigan Municipal League Workers' Compensation Fund

LOSS CONTROL AWARD

Presented to

Village of Dexter

For having the most improved experience modification factor for the policy year beginning July 1, 2008 in Category 4, which is those Fund members with premiums \$15,001 - \$25,000.



michigan municipal league
Better Communities. Better Michigan.

Michael J. Forster, Fund Administrator



United States Department of Agriculture
Rural Development
Tuscola County Service Center

AGENDA 10-13-08
ITEM M-3

September 5, 2008

DONNA DETTLING, VILLAGE MANAGER
VILLAGE OF DEXTER
8140 MAIN STREET
DEXTER MI 48130-1092

RE: Sewer System Loan
Loans 92-02 & 92-03 – February 8, 2000 Bond Issue Date

Dear Ms. Dettling:

We recently completed our annual review of Rural Development borrowers for their ability to obtain private commercial credit to refinance the unpaid loan balance. This refinancing requirement is stated in all of our borrower's loan documents.

While we do not believe the Village may be able to obtain a conventional bond issue to refinance the unpaid balances at this time, we suggest you consider making an additional principal payment. The unrestricted cash in the sewer fund may be used for this purpose. If you choose to pay these loans in full, the restricted funds set aside for these loans as the Bond Reserve may be also used.

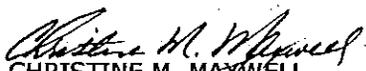
We realize the importance of maintaining cash reserves in order to meet unexpected system expenses. You may have plans to complete some needed improvements, extensions or repairs to your system. However, with today's low interest rates on savings accounts and the 5.0% and 4.375%, respectively, interest rates on your loans, it may be to your advantage to use cash to pay down the principal.

There is no penalty for early debt retirement. Extra payments will reduce the debt, pay off the loans ahead of schedule and lower interest costs to your customers. We encourage you to look at this as a possible way to benefit the residents of the Village on the system.

After you have reviewed your financial position and wish to send an extra payment, you may mail the check to this office at any time. Please indicate that the check is for an extra principal payment.

If you have any questions, please do not hesitate to contact me at (989)673-7588, Ext 118.

Sincerely,


CHRISTINE M. MAXWELL
COMMUNITY PROGRAMS SPECIALIST

Enclosure

1075 Cleaver Road • P.O. Box 291 • Caro, MI 48723
Phone: (989) 673-7588 • Fax: (989) 673-1848 • TDD: (800) 649-3777 • Web: <http://www.rurdev.usda.gov/ml>
chris.maxwell@ml.usda.gov

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ADMIPC01
ADPS
OPR ID V26306

INQUIRY CODE PC
COMMUNITY PROGRAM PAYOFF BALANCE BY LOAN

09/05/08
08:32:22

CASE NUMBER 26 081 0386004671 NAME DEXTER, VILLAGE OF
FUND CODE 9220 PAYOFF DATE 09/30/08 TYPE ASSOC CODE 5
LOAN NUMBER 02 DATE OF LOAN 02/08/00 BOND CODE 2
SUSPEND CODE 0 DATE LAST PAYMENT 04/01/08
INTEREST RATE 5.0000 DATE LAST NONCASH CR 00/00/00
FLAG

	-----LOAN-----	---ADVANCE---	-----TOTAL-----
AMOUNT	1,933,000.00		1,933,000.00
DAILY ACCRUAL	191.9734		191.9734
UNPAID PRINCIPAL	1,401,405.49		1,401,405.49
UNPAID INTEREST	34,835.86		34,835.86
PAYOFF AMOUNT	1,436,241.35		1,436,241.35

SCREEN CDE: PC SELECTION ID: 26 081 0386004671 LOAN: 02 ACCRUAL DTE: 093008
PRESS SHFT & F10 FOR FUNCTION KEY HELP (ALT & PF22 ON ADM OR CTRL & F2 ON GRD)

ADMIPC01
ADPS
OPR ID V26306

INQUIRY CODE PC
COMMUNITY PROGRAM PAYOFF BALANCE BY LOAN

09/05/08
08:32:26

CASE NUMBER 26 081 0386004671 NAME DEXTER, VILLAGE OF
FUND CODE 9220 PAYOFF DATE 09/30/08 TYPE ASSOC CODE 5
LOAN NUMBER 03 DATE OF LOAN 02/08/00 BOND CODE 2
SUSPEND CODE 0 DATE LAST PAYMENT 04/01/08
INTEREST RATE 4.3750 DATE LAST NONCASH CR 00/00/00

	-----LOAN-----	---ADVANCE---	-----TOTAL-----
AMOUNT	1,452,000.00		1,452,000.00
DAILY ACCRUAL	145.7534		145.7534
UNPAID PRINCIPAL	1,216,000.00		1,216,000.00
UNPAID INTEREST	26,462.48		26,462.48
PAYOFF AMOUNT	1,242,462.48		1,242,462.48

SCREEN CDE: PC SELECTION ID: 26 081 0386004671 LOAN: 03 ACCRUAL DTE: 093008
PRESS SHFT & F10 FOR FUNCTION KEY HELP (ALT & PF22 ON ADM OR CTRL & F2 ON GRD)



United States Department of Agriculture
Rural Development
Tuscola County Service Center

September 5, 2008

DONNA DETTLING, VILLAGE MANAGER
VILLAGE OF DEXTER
8140 MAIN STREET
DEXTER MI 48130-1092

RE: Water System Loan
Loan 91-01 - December 12, 1999 Bond Issue Date

Dear Ms. Dettling:

We recently completed our annual review of Rural Development borrowers for their ability to obtain private commercial credit to refinance the unpaid loan balance. This refinancing requirement is stated in all of our borrower's loan documents.

While we do not believe the Village may be able to obtain a conventional bond issue to refinance the unpaid balance at this time, we suggest you consider making an additional principal payment. The unrestricted cash in the water fund may be used for this purpose. If you choose to pay the loan in full, the restricted funds set aside for this loan as the Bond Reserve may be also used.

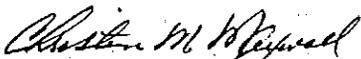
We realize the importance of maintaining cash reserves in order to meet unexpected system expenses. You may have plans to complete some needed improvements, extensions or repairs to your system. However, with today's low interest rates on savings accounts and the 4.375% interest rate on your loan, it may be to your advantage to use cash to pay down the principal.

There is no penalty for early debt retirement. Extra payments will reduce the debt, pay off the loan ahead of schedule and lower interest costs to your customers. We encourage you to look at this as a possible way to benefit the residents of the Village on the system.

After you have reviewed your financial position and wish to send an extra payment, you may mail the check to this office at any time. Please indicate that the check is for an extra principal payment.

If you have any questions, please do not hesitate to contact me at (989)673-7588, Ext 118.

Sincerely,


CHRISTINE M. MAXWELL
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chris.maxwell@mi.usda.gov

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ADMIPC01
ADPS
OPR ID V26306

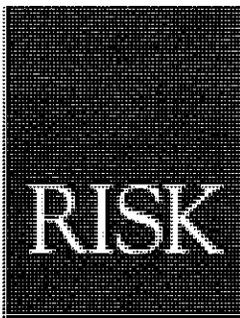
INQUIRY CODE PC
COMMUNITY PROGRAM PAYOFF BALANCE BY LOAN

09/05/08
08:32:16

CASE NUMBER 26 081 0386004671 NAME DEXTER, VILLAGE OF
FUND CODE 9120 PAYOFF DATE 09/30/08 TYPE ASSOC CODE 5
LOAN NUMBER 01 DATE OF LOAN 12/15/99 BOND CODE 2
SUSPEND CODE 0 DATE LAST PAYMENT 04/01/08
INTEREST RATE 4.3750 DATE LAST NONCASH CR 00/00/00
FLAG

-----	-----LOAN-----	---ADVANCE---	-----TOTAL-----
AMOUNT	3,173,000.00		3,173,000.00
DAILY ACCRUAL	253.1507		253.1507
UNPAID PRINCIPAL	2,112,000.00		2,112,000.00
UNPAID INTEREST	45,989.26		45,989.26
PAYOFF AMOUNT	2,157,989.26		2,157,989.26

SCREEN CDE: PC SELECTION ID: 26 081 0386004671 LOAN: 01 ACCRUAL DTE: 093008
PRESS SHFT & F10 FOR FUNCTION KEY HELP (ALT & PF22 ON ADM OR CTRL & F2 ON GRD)



Michigan Municipal
MANAGEMENT
AUTHORITY

AGENDA 10-13-08
ITEM H-4

BOARD OF DIRECTORS

September 11, 2008

JAMES KOHMESCHER
Chairman
City of Wyoming

JAMES SCHARRET
Vice Chairman
City of Southfield

MICHAEL WELSCH
Secretary
AuSable Valley
Mental Health

MICHAEL BOSANAC
Monroe County

RICHARD BURKE
City of Ishpeming

MICHAEL DORNAN
City of Wixom

CINDY KING
Charter Township
of Van Buren

LEONARD PETERS
Eaton County

ROBERT SEETERLIN
Charter Township
of Waterford

THOMAS YACK
Charter Township
of Canton

MICHAEL L. RHYNER
Executive Director

Courtney Nicholls, Assistant Village Manager
Village of Dexter
8140 Main Street
Dexter, MI 48130

RE: RAP

Dear Ms. Nicholls:

In accord with your RAP application and documentation for your purchase of backup generators, I am pleased to enclose our payment in the amount of \$10,000.

I commend the Village of Dexter and yourself for taking this risk management initiative.

Sincerely,

Charles Schwab
Director of Risk Management

CS/clc

Enclosure

Cc: Donna Dettling, Village Manager
Ibex Insurance Agency

Quick Facts

- The Washtenaw Wind Project is currently conducting an investment grade wind study to test the feasibility of developing wind power in Washtenaw County.
- The Project was initiated as a resolution from the County Board of Commissioners to study the potential to develop wind and other renewable energy resources on April 15, 2006.
- The project cost approximately \$70,000 to initiate. Through contributions by the Chrysler Corporation and resale of the tower and equipment at the end of the study, the total public cost of the project will be around \$15,000.
- An 80 meter meteorological tower was raised at Chrysler's Chelsea Proving Grounds in May of 2008. The tower will study wind characteristics for 12-18 months.
- There are many people who have contributed time and effort to make the project possible. The primary project partners are Chrysler, LLC, The University of Michigan, The City of Ann Arbor, and Washtenaw County.
- Raw wind data will be publicly available on this website monthly. Our consultants will also be providing quarterly reports which explain how the wind is looking for development potential.

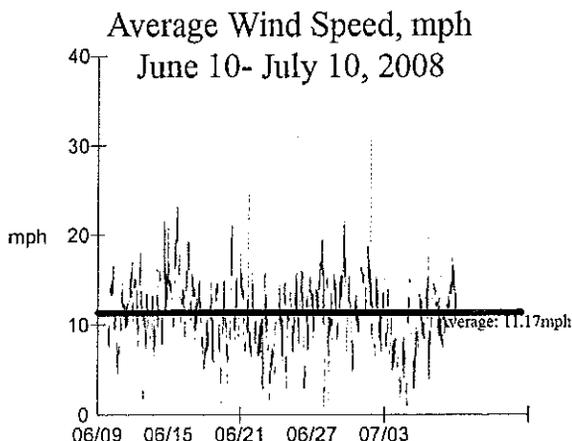
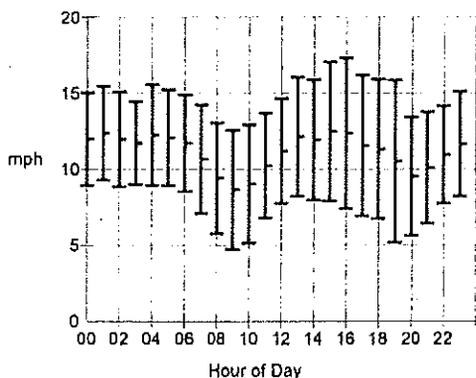
Data published for June/July

The Meteorological Tower has now recorded over two months of wind data since we raised it early in May. We had problems with a few of the sensors through the beginning of June (humidity and insulation), but now we are firing on all cylinders. The second month of data is now available on our website through the Data and Reports section.

http://www.ewashtenaw.org/government/departments/planning_environment/planning/wind_power/

Below is a graph of the wind speeds at different times of the day over the month. As you can see, the average wind speed is greatest late at night and in the afternoon. The most consistent winds occur at night, as expected.

Average Speed by Hour (± 1 Std. Dev)



- It is true that the state wind maps show most of Washtenaw County as marginal; this is only true at 50 meters. Modern, Utility-scale turbines stand 80-100 meters in height and take advantage of wind shear (higher winds at higher altitude). The state wind maps for 70 and 100 meters clearly show that the wind in Washtenaw County is adequate for developing turbines.
 - Additionally, the state maps are simply predicted models based on interpolated data from airports mostly at low altitude. It has been proven in other areas in the mid-west that these models can be wrong, and are likely to underestimate the wind shear at the higher altitudes.
 - Also, Washtenaw County has very good transmission capacity, which would help to lower a developers cost, and increase profits.
-

Model Wind Ordinance

Washtenaw County's Department of Planning & Environment is in the process of developing model ordinances for both small scale and large industrial scale wind towers. The model ordinances are currently under peer review before being provided to local governments as a resource. To date, two Townships in Washtenaw County have adopted wind ordinance: Sylvan and Scio Township

For specific questions, please contact Josh Long, Energy Coordinator, 734.222.3939 or longji@ewashtenaw.org

Memorandum

AGENDA 10-13-08

ITEM H-6



Date: September 23, 2008

To: Donna Dettling

CC: Ed Lobdell

From: Christine A. Cale, PE *CAC*

Re: Catch Basin disconnection on Broad Street

Donna –

As you are aware, as part of the DDA improvements project, it was discovered that there was an open catch basin connected to the sanitary sewer system in Sub-district 3. This catch basin would contribute inflow to the Village's wastewater system. By disconnecting this catch basin from the wastewater system, the Village would not need to treat rain water that flowed into the catch basin and it would help to reduce the peak flows at the wastewater treatment plant.

While the amount of flow that is reduced is not significant as we examine the wastewater treatment plant as a whole, the disconnection is in line with the Village's goal to reduce the amount of inflow coming from Sub-district 3. That said, it is estimated that 0.124 cfs of inflow will be removed during a 2-yr storm. This is equivalent to approximately 3 REUs of peak flow to the WWTP.

This is a good step in beginning to locate and remove illicit connections that contribute inflow to the wastewater system. The Village should continue to inspect areas and properties as they are redeveloped to identify sources of potential inflow.

Feel free to contact me if there any comments or questions.

concentrate

AGENDA 10-13-08
ITEM H-7

Just because a building is old doesn't mean it can't be beautiful. That's what Randy Willis is about to prove in downtown Dexter.

The landlord plans to take two late 19th Century industrial buildings on Broad Street and turn them into showcase structures. One, 3126 Broad, will serve as the new home to an off-Broadway musical company. The other, 3115, will serve as the home for several small businesses.

Both buildings will receive new brick facades, complete with awnings. Willis wants them to complement the other historic downtown structures that are currently being restored, the new ones that are going up and the streetscape improvements being put into place along Broad Street.

"Dexter is changing dramatically," Willis says. "It's such a dynamic little community and it's so vibrant."

The two buildings have had varied pasts, serving as the home for bus garages, beer-and-wine distributors, a dye-and-stamping shop and a bean sprouts grow house.

The Jolly Pumpkin Artisan Ales and Dexter School of Martial Arts are just a couple of the well-known names that occupy the 12,000 square feet of 3115 Broad. Encore Productions will move into the 8,500 square feet of 3126 Broad in October and hold a grand opening later this year.

Both buildings will also receive a number of infrastructure upgrades, such as fire protection and new water and sewer connections. The \$150,000 renovation project is expected to be done by the end of November.

Source: Randy Willis, owner of 3115 and 3126 Broad Street

Writer: Jon Zemke



AGENDA 10-13-08
ITEM H-8

WASHTENAW COUNTY BOARD OF COMMISSIONERS
PUBLIC NOTICE

The Washtenaw County Board of Commissioners is looking for citizens to volunteer for a slate of positions with the various Boards, Committees and Commissions. The Board of Commissioners will make these appointments at their upcoming session on November 19, 2008 at 6:45 p.m. in the Board Room, Administration Building, 220 North Main Street, Ann Arbor, Michigan.

Individuals interested in applying should submit a letter of interest and resume, including a home address, to Joanna Bidlack, County Administrator's Office, P.O. Box 8645, Ann Arbor, Michigan 48107. Letters and resumes may also be submitted via email to bidlackj@ewashtenaw.org, via fax (734) 222-6715, or apply online at www.ewashtenaw.org.

Those resumes received by **October 24, 2008** will be submitted to the Board of Commissioners for its consideration on November 19, 2008. The appointments will become effective January 1, 2009. These appointments include:

- **Accommodations Ordinance Commission** – The Board of Commissioners is looking to fill two positions to represent the general public for one-year terms expiring December 31, 2009. The Accommodations Ordinance Commission was established in 1975 with the purpose of enhancing the economy of Washtenaw County, through promotion of the area as a destination for overnight visitors.
- **Agricultural Lands Preservation Advisory Committee** – The Board of Commissioners is looking to fill two positions representing the environmental/conservation group/natural resource profession and agricultural production/operator agricultural business for three-year terms expiring December 31, 2011. The purpose of the Agricultural Lands Preservation Advisory Committee is to assist the Washtenaw County Board of Commissioners in determining whether it should purchase the development rights on a particular parcel as well as how much the County should pay for those rights according to the Washtenaw County Purchase of Development Rights Ordinance.
- **Brownfield Redevelopment Authority** – The Board of Commissioners is looking to fill three positions representing: a municipality located within Washtenaw County that is a member of the Brownfield Redevelopment Authority, a development company, and a nonprofit community group, each with a three-year term expiring December 31, 2011. The Brownfield Redevelopment Authority was established in 1999 in conformity with Act 381 of 1996, as amended. The purpose of this Authority is to facilitate the redevelopment of previously developed sites, consistent with the community's commitment to sustainability and its vision for the future.
- **Building Code/Construction Board of Appeals.** The Board is looking to fill seven positions representing electrical, plumbing, building (2), engineer, architect and mechanical or plumbing for two-year terms expiring December 31, 2010. The Building Code/Construction Appeals Board was established in 1974. A member of the Board of Appeals should be qualified by experience or training to perform the duties of members of the Board of Appeals.
- **Citizen's Advisory Council for the Drug Court -** The Board of Commissioners is looking to fill one position representing the public for a three-year term expiring December 31, 2011. The Citizens Advisory Council to the Juvenile Drug Court was established for the purpose gaining community input regarding the operations of the Juvenile Drug Court. The Citizens Advisory Council to the Juvenile Drug Court shall consist of six persons. Three members shall be

appointed by the Trial Court and three members appointed by the Board of Commissioners. The members shall reflect as closely as possible the geographic, racial, age, gender, and ethnic population of Washtenaw County. Individual interested in applying should demonstrate a caring interest in youth rehabilitation and skills necessary to carry out the purpose of the Council.

- **Community Action Board** – The Board of Commissioners is looking to fill two positions representing consumer (Head Start) and consumer (general) with three-year terms expiring December 31, 2011. The Community Action Board was established in 1990 for the purpose of providing community services programs to the community. The Board consists of 12 members who represent three sectors: Consumer (4 positions), Private Sector (4 positions) and Public Sector (4 positions).
- **Concealed Weapons Licensing Board** – The Board of Commissioners is looking to fill one position representing the prosecuting attorney with a four-year term expiring December 31, 2012. The Concealed Weapons Licensing board is charged with approving application for concealed weapons licenses.
- **Criminal Justice Community Collaborative** – The Board of Commissioners is looking to fill two positions representing the general public at large for two-year terms expiring December 31, 2010. The Criminal Justice Collaborative Council is a 19 member council established by the Board of Commissioners for the purpose of developing policies and improving processes that impact multiple agencies within the criminal justice system.
- **Department of Human Services Board** – The Board of Commissioners is looking to fill one position representing the general public with a three-year term expiring December 31, 2011. The Department of Human Services Board is vested with the authority to oversee the administration of the local activities of the Department of Human Services.
- **Economic Development Corporation** – The Board of Commissioners is looking to fill one position representing the general public with a six-year term expiring December 31, 2014. The Economic Development Corporation was established for the purpose to alleviate and prevent conditions of unemployment, to assist and retain local industries and commercial enterprises, and to strengthen and revitalize the economy of the County. In addition, to provide the means and methods for the encouragement and assistance of industrial and commercial enterprise in locating, purchasing, constructing, and expanding in the County. The Economic Development Corporation encourages the location and expansion of commercial enterprise to provide needed services and facilities to the County and the residents.
- **Emergency Medical Services Commission** – The Board of Commissioners is looking to fill two positions representing the Criminal Justice Association and the Mutual Aid Association for three-year terms expiring December 31, 2011. The Emergency medical Services Commission was established in 1978 with the purpose to plan, monitor and evaluate the Washtenaw County Emergency Medical Services system in concert with the Washtenaw-Livingston Medical Control Authority Board. In addition, to plan, monitor, and evaluate the pre-hospital aspects of the County Emergency Operations Plan.
- **Emergency Telephone District Board** – The Board of Commissioners is looking to fill one position for a firefighter with a three-year term ending December 31, 2011. The Emergency Telephone District Board was established in 1995 to provide emergency telephone services for the people of Washtenaw County. This board is assigned the responsibility of assuring the fiscal integrity of the Emergency Telephone District through the monitoring of the expenditures of 9-1 -1 surcharge monies, assuring compliance with applicable state law.
- **Hearing Board for the Health Department Food Service Regulations** – The Board of Commissioners is looking to fill two positions representing the food service establishment for five-year terms expiring December 31, 2013. The Hearing Board for the Health Department Food Service Regulation was approved in 1981 for the administration and enforcement of Part 129, Act 368 of the Public Acts of 1978 (Public Health Code).
- **Historic District Commission** – The Board of Commissioners is looking to fill two positions representing the general public and architect for three-year terms expiring December 31, 2011. The Commission ensures that efforts are made to safeguard the heritage of Washtenaw County

by identifying and preserving sites, structures, objects and other resources of historical, cultural, archaeological, economic, political, or architectural significance. The Commission seeks to promote the establishment and use of historic districts, markers and other programs for the education, pleasure and welfare of the people of this county. Individuals who have demonstrated their interest in Washtenaw County's history and their ability to render valuable services in historical and civic matters, especially representatives of educational and civic organizations, are invited to apply.

- **Huron River Watershed Council** – The Board of Commissioners is looking to fill four positions representing the county (2) and alternates (2) for two-year terms expiring December 31, 2010. The Huron River Watershed Council is a collection of representatives from local governments within the watershed, working together to protect and restore the Huron River and its tributaries.
- **Law Enforcement Citizens Review Board** – The Board of Commissioners is looking to fill three positions representing the general public for one-year terms expiring December 31, 2009. The Law Enforcement Citizens' Review Board provides a forum to hear citizens' concerns about the actions and/or inactions of police departments and particularly the County Sheriff Department.
- **Natural Areas Technical Advisory Committee** – The Board of Commissioners is seeking qualified applicants to fill four positions representing Professional Land Use Planning, Botany/Forestry, Wildlife Management, and Fisheries Biology/Aquatic Ecology for two year terms expiring December 31, 2010. The Natural Areas Technical Advisory Committee was established as an advisory body to assist the Parks and Recreation Commission in prioritizing natural areas nominated by property owners for the Washtenaw County Natural Areas Preservation Program. Applicants must be residents of Washtenaw County.
- **Parks and Recreation Commission** – The Board of Commissioners is seeking applicants to fill two positions representing the general public for two-year terms expiring December 31, 2010. The Parks and Recreation Commission was established in 1965 in conformity with Michigan Public Act 261 of 1965. The purpose of the Commissioner is to acquire, develop, operate and maintain land and recreational facilities, activities and programs not generally available or adequately provided. The Commission also plays a key role in countywide land preservation and stewardship efforts; the protection of sensitive ecosystems; environmental education; and the development of a non-motorized trail network linking communities, parks, and activity centers.
- **Planning Advisory Board** – the Board of Commissioners is looking to fill two positions representing the general public at large and economic development for a three-year terms expiring December 31, 2011. The Washtenaw County Board of Commissioners established the Planning Advisory Board on October 1, 2002 to assist the Board of Commissioners, under Michigan law, including, but not limited to, development of a county master plan with recommendations to the Board of Commissioners on final adoption of that plan, and review of local government master plans with recommendations to the Board of Commissioners on its advisory comments back to the local government.
- **Public Works Board** – The Board of Commissioners is looking to fill two positions representing the general public for three year terms expiring December 31, 2011. The Public Works Board was established in accordance with MCLA 123.732 to assist communities in the construction of infrastructure improvements and provide planning and coordination of solid waste, water, wastewater, lake improvements and recycling issues with Washtenaw County.
- **Road Commission** – The Board is looking to fill one position for a six-year term expiring December 31, 2014. The Road Commission is responsible for maintaining certain County roadways. Individuals interested in appointment to the Washtenaw County Road Commission should have experience managing organizations, understanding and respect for labor unions and the bargaining process, be knowledgeable about the Washtenaw County Road Commission, possess strong leadership and communication skills, have excellent customer service skills, value employees and be committed to serving out the remainder of this term.
- **Washtenaw Community Health Organization Board** – The Board of Commissioners is looking to fill two positions representing the county and the University of Michigan for two-year terms expiring December 31, 2010. The Washtenaw County Board of Commissioners and the Regents of the University of Michigan have approved the creation of a Washtenaw Community Health

Organization. The Washtenaw Community Health Organization was established to provide and integrated health care delivery system to provide mental health, substance abuse and primary health care to Medicaid, low income and indigent consumers as defined by the Mental Health code and Medicaid Eligibility Guidelines.

- **Washtenaw County/City of Ann Arbor Community Corrections Advisory Board** – The Board of Commissioners is looking to fill three positions representing the general public, business community and communications media for three-year terms expiring December 31, 2011. The Board was established in 1991 and is responsible for designing, implementing, monitoring, assessing, and evaluating Community Corrections programs in Washtenaw County. Its objectives are to provide the appropriate alternative sanctioning options for the offender; to address the unique needs of the local offender population; to reduce the likelihood of recidivism; to provide the means to improve the utilization of the county jail, and to target at-risk population groups such as youthful offenders, special population groups, domestic violence and pre-trial offenders for programming designed to address their specific needs.
- **Workforce Development Board** – The Board of Commissioners is looking to fill nine positions representing private sector (4), Community Based Organization (1), Organized Labor (2), and Rehabilitation (1) for three year terms expiring December 31, 2011 and two vacancies representing private sector and public sector (DHS) for two-year terms expiring December 31, 2010. Individuals interested in appointment for the private sector position must submit resumes through their local chamber of commerce. The Workforce Development Board was established in 1995 to provide oversight and management of employment training initiatives and programs within the community.

For additional information, please contact Joanna Bidlack, Washtenaw County Administration. Phone: (734) 222-6731 or (734) 255-7574; email: bidlackj@ewashtenaw.org.

RELEASED: September 2008



STATE OF MICHIGAN

DEPARTMENT OF ENVIRONMENTAL QUALITY

JACKSON DISTRICT OFFICE



JENNIFER M. GRANHOLM
GOVERNOR

STEVEN E. CHESTER
DIRECTOR

AGENDA 10-13-08
ITEM H-9

September 19, 2008

Mr. Dan Whalen, P. E.
Williams and Works
549 Ottawa Avenue NW
Grand Rapids, MI 49503

Dear Mr. Whalen:

SUBJECT: Village of Dexter Water Supply - WSSN: 01810
Proposed Production Well Isolation Area

This letter is in response to your August 29, 2008, request on behalf of the village of Dexter for a reduction of the standard well isolation radius of 200 feet to 100 feet for the village's proposed production well. A study of the hydro-geological conditions at the proposed site and a site map showing the proposed production well location was provided.

Based on the information that you provided to this office, which was reviewed by Mr. Brant Fisher, DEQ Environmental Engineer Specialist, the proposed well site has sufficient amount of clay layer to allow for the reduction of the standard isolation radius from 200 feet to 100 feet from the well. Therefore, a radius of 100 feet in all direction from the proposed well is approved.

Please see additional requirements below in relation to the well isolation area, in accordance with Part 8 of the Michigan Safe Drinking Water, 1976 PA 399 and Administrative Rules, as amended:

- Rule 810. (1) A supplier of a type 1 public water supply shall be required to own the approved isolation area except as provided by subrule (2) to prevent use of the property which could result in contamination of the public water supply.
- (2) If a supplier of water of a type 1 public water supply adequately demonstrates to the department that ownership of the isolation area is not possible, adequate control of the isolation area shall be required. Adequate control may be a long-term lease or easement including provisions to prevent use of the isolation area which could result in contamination of the well.

Proof of the Isolation area's ownership, or a copy of the long-term lease or easement contract document, must be provided to this office with the well construction permit application.

Mr. Dan Whalen, P. E.

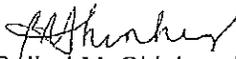
2

September 19, 2008

It is strongly recommended that the village include this new well site in its wellhead protection program for its existing wells.

If there are any comments or questions, please feel free to contact me at the number listed below.

Sincerely


Bethel M. Skinker, P. E.
District Engineer
Field Operations Section
Water Division
517-780-874

BMS:bvc

Enclosures

cc: Mr. Ed Lobdell, Village of Dexter Water Superintendent
Ms. Donna Deftling, Village of Dexter Manager
Ms. Christine Cale, Orchard, Hiltz & McCliment



MEMORANDUM

TO: Village Council / Planning Commission
Donna Dettling, Village Manager
FROM: Allison Bishop, AICP, Community Development Manager
SUBJECT: 1st Quarter Board and Commission Update FY 08-09
DATE: October 8, 2008

Attached you will find the FY 08-09 1st quarter Board and Commission update, Zoning/Ordinance Activity report, and Project Summary. You will also find an update on current Village projects and a summary of ongoing projects and activity from the Community Development Office.

Parks Commission

Ryan Drive – Plans have been completed to install traffic calming features and a crosswalk along Ryan Drive and Council has budgeted \$20,000 for the project. Engineering fees to administer the project were going to be over \$5000 therefore staff requested bids from 4 local contractors. Only 2 contractors responded with substantially different pricing, therefore it will be recommended to the Parks and Rec Commission that the project be postponed until the spring in order to get quality, comparable bids from at least 3 contractors.

Skatepark – The Parks Commission is in the process of preparing a report to Council on the feasibility of a skatepark. The report will include potential cost estimates for Council review along with recommendations. The Parks and Recreation Commission is looking for feedback from Council on how and if they should proceed on planning for a skatepark.

Mill Creek Park Planning Team - The committee continues to work with JJR and ECT to develop a master plan for the redevelopment of the Mill Creek Park. The “Visioning Session” was held on September 30th and there were approximately 55 participants. The committee will be presented with 3 conceptual plans based on the comments provided at the visioning session and the goals and objectives of the team. Upon refinement of the conceptual plan a public meeting will be held for additional public comment on the plan. The plan will then be included in the Parks and Recreation Master Plan update that will be submitted to the MDNR by April for approval.

Mill Creek Property Issues- I have been working with Absolute Title to confirm property owners along the east side of the Mill Creek. To date it is clear that the Village owns from the Main Street Bridge south to Grand Street and the cemetery owns property adjacent to the cemetery and behind the single family homes on Grand Street. Phil Jenkins owned the property behind the PILOT site and behind the homes that front on Baker Road, however after meeting with Phil and explaining to him the Village’s goals for park development Phil has signed over ownership of the property to the Village. The Village has also met with the cemetery Board. The Board is reviewing what they could or could not do with the property and will be prepared to make a decision on the property by the end of the month. A map has been included in my report to help illustrate the properties described above.

Parks and Recreation Plan – JJR and ECT are currently conducting a gap analysis of the updated Parks and Recreation Master Plan. The plan includes significant amendments to the goals, objectives and

strategies portion of the plan. Additional amendments have been made to the background information and the CIP portion of the plan. The plan will be set for public hearing upon completion of the ~~conceptual design for the Mill Creek Park. MDNR approval of the Recreation Plan is essential in order~~ for the Village to be able to apply for grant funding through the state.

Work Day – Troop #686 of the girl scouts will be holding a workday at Community Park on October 9, 2008. A certificate recognizing them for their community stewardship will be signed by Village President Shawn Keough and mailed to them. The group will be planting bulbs and weeding flower beds.

Planning Commission

Baker Road Corridor subcommittee – The subcommittee continues to meet to develop a recommendation for an ordinance for the Baker Road Corridor. The subcommittee is working to develop a “form emphasized” code which is similar to the Ann Arbor Road Corridor ordinance, but with more specific architectural guidelines. The subcommittee is also trying to encourage sustainable low impact design. The Planning Commission will be reviewing the ordinance in November and likely setting the new ordinance for public hearing in December.

SGRAT – The Planning Commission held the Smart Growth Assessment Tool (SGRAT) workshop on October 6, 2008. The program/tool helps communities score themselves on how well the regulations, etc. help achieve/promote smart growth principles, i.e. walkability, density, accessibility, open space protection, natural resource protection, etc. The results should be available next quarter with recommendations on how the Village can implement Smart Growth principles.

Redevelopment Ready Communities – Over the last quarter the Planning Commission has been reviewing information on a Michigan Suburbs Alliance Redevelopment Ready Communities (RRC) Program. The program is designed to help communities evaluate their development review processes and commitment to working with developers through the development process. The program has a series of best practices they recommend ranging from marketing a community to describing fiscal, social and physical benefits of development and redevelopment within a community. The program also addresses training, visioning and public input and well as timelines and zoning ordinance amendments. Based on the information provided by the Michigan Suburbs Alliance, the RRC Program is primarily funded by grants and therefore only available to inner ring cities in Southeast Michigan. The RRC assessment costs the Michigan Suburbs Alliance approximately \$7-8,000 per community, therefore is not offered to outer ring communities, i.e. Village of Dexter. Over the next few months I will review the RRC program and best practices recommendations. When applicable tools will be implemented that will improve the Village’s development review processes in line with the recommendations from the Michigan Suburbs Alliance.

Long Range Planning – I have put together a document that includes the goals and objectives of the Village’s major planning documents, the Master Plan, Parks and Recreation Plan and the DDA Development Plan. This document should be used by the Planning Commission/Village Council when reviewing site plans and development projects within the Village. The document may also help the with the review of the annual CIP. Please let me know if you have any questions or how I can make the document more useful. Please keep for your records.

Tree Board

Tree Board Management Plan – The Tree Board will hold a public hearing on the Tree Management Plan and the Tree Specifications Manual on November 18, 2008.

Dexter Ann Arbor Road Tree Planting – Application has been made to the DNR for funding for tree planting along Dexter-Ann Arbor Road. Regardless of funding approximately 25 trees will be planted this spring.

Other Projects

Wellhead Protection Program – The Village was awarded \$13,675.72 for the Wellhead Protection Program. The first quarter of the program ended September 30th. Projects that will be part of the grant include public education and funding for activities related to the 5th well.

Westside Connector – Washtenaw County Park, the Washtenaw County Road Commission, Huron Clinton Metropolitan Authority and the Village have applied for transportation enhancement and urban funding for a Westside Connector. The Westside Connector trail would go from the Hudson Mills Golf Course into Warrior Creek Park and underneath the new Main Street Bridge. Award announcements should be made in October with project construction planned for summer 2010, if funded.

Permit Management Software – Cost estimates for permit management software exceed \$10,000, therefore at this time software will not be pursued unless staff is advised otherwise.

Clean Michigan Initiative – OHM and the Village have been working together to apply for funding through the DEQ for stormwater management and stream bank stabilization. If funding is awarded to the Village projects may include stream bank restoration along the Mill Creek, north and south of the Main Street bridge, and installation of rain gardens throughout the village to help manage and treat stormwater runoff.

Please feel free to contact me if you have any questions.
Thank you.

Village of Dexter
1st Quarter Update 2008-09
July 1, 2008 – September 30, 2008

Dexter Crossing – Blackhawk Development / Signature Home Traditions

Victoria Condominiums

Preliminary Zoning Compliance	0
Final Zoning Compliance	0
Units Not Sold (Total Units)	110(114)
Single Family Homes Final Zoning Compliance	0

CONDOS

- Construction on the condominiums is now permitted to proceed due to the dedication of Phases 1-5A.
- A maximum of five buildings may be under construction at any one time.
- Homestead exemption forms will be required for each Final Zoning Compliance request.

SINGLE FAMILY

- 8 vacant single-family home sites remain in Dexter Crossing under BHD control; however they have been put up for sale. All home plans must have Home Owners Association approval prior to requesting Zoning Compliance to ensure compliance with Home Owners Association bylaws.

COMMERCIAL

- Dexter Crossing Strip Mall: occupancy remains at fifteen (15) or 64% based on units, and at 61% occupied based on square footage.
- No additional information has been provided by Blackhawk Development regarding potential new tenants.
- Videos and Tans is going out of business in October 2008.
- Blackhawk must still dedicate underground utilities within the commercial phase; above ground utilities are not public.

Dexter Crossing (Phases 6-8) - Peters Building Company

Preliminary Zoning Compliance	0
Final Zoning Compliance	1
Units Remaining (ready for occupancy, not sold)	4
Vacant Lots	57

- One spec home has been completed and is being leased by Peters Building. No other sales information this quarter.
- The final punch list walk through was conducted in October 2006. Due to the time lapse further inspection will be necessary upon the developers request to dedicate.

West Ridge of Dexter – JR Homes/Mancuso Homes/Hazel Ravine Partnership

Preliminary Zoning Compliance	0
Final Zoning Compliance	0
Units Remaining (ready for occupancy, not sold)	4
Vacant Lots	84

- Mancuso Homes was a partner with JR Homes; however the 36 lots controlled by Mancuso are in foreclosure. Foreclosure has a redemption period of 6-12 months at which time the lots will likely be sold.
- Hazel Ravine Partnership has contacted the Village and indicated that they control 24 lots within West Ridge (4 partially completed homes and 14 vacant lots).
- Westridge of Dexter (Peters Building) controls 34 vacant lots within Westridge.

Wallace Building

- Final Zoning Compliance was issued for the project in October 2007.
- Cottage Inn has occupied a unit.
- No other tenant information has been provided.
- Due to a deed restriction uses that compete with Busch's are not permitted.
- The high end liquor store will not be occupying space due to the non-compete restriction with Busch's.

Katie's Restaurant

- A one year final site plan extension has been requested. If granted the plan will expire in October 2009.

Dexter Wellness Center (Colorbok)

- DDA awarded the developer \$150,000 towards the public improvements for the project.
- The Planning Commission recommended preliminary site plan approval on May 7, 2007.
- Village Council approved the Preliminary site plan on July 9, 2007 with conditions.
- The Village Council approved the final site plan on October 8, 2007.
- Water and Sewer permits for the project were issued by the MDEQ in October 2008.

- The DDA is considering improvements to the Baker Road streetscape for summer 2009. Improvements would include street lighting, sidewalk improvements and tree planting.

Schulz Development – Mill Creek Building

- The Planning Commission recommended approval of the combined site plan on November 5, 2007.
- The Village Council approved the combined site plan on November 26, 2007.
- The DDA and the developer continue to coordinate project details for the surrounding area and the DDA has started construction of the Jeffords Street/Alley Project which includes parking and streetscape improvements surrounding the proposed building.
- The Village Council passed a resolution to vacate the ROW needed for the project and passed a resolution to sell the property to the developer.
- The Village sold the vacated property (closed June 2008).

Cedars of Dexter – UMRC / Gordon Hall Project

- The Planning Commission recommended approval of the Final site plan on May 7, 2007.
- The Village Council approved the final site plan on September 24, 2007.
- The development agreement was approved by the Village Council on January 14, 2008.
- Water and sewer permits were granted by the MDEQ in May 2008.
- The developer has started construction of 4 units and has completed construction of 2 of the units.

Dexter Library

- Construction on the Library has commenced.
- Projects completion anticipated in the beginning of 2009.

K-Space Associates

- The project is complete and occupied.

Plans Approved

- NONE

Plan Reviews

- NONE

Other

- Main Street Bridge/Dam construction to be substantially complete in December 2008.
- Third Street construction is complete, including installation of new sidewalks.
- Dexter Ann Arbor Road construction is complete. Construction included installation of new sidewalk along the south side of the road and bike lanes.
- Mobil sign relocation project.
- Community Park play court and play equipment installation project is complete.
- Ryan Drive traffic calming project will likely be postponed until the fall due to substantially varied bids.
- Mill Creek Project Scope Approval on July 28, 2008.
- Mill Creek Planning Team Visioning Session
- Project Coordination for Mill Pond Property ownership research
- Project Coordination for Regional Stormwater Management research

- DDA Project Coordination – Jeffords Forest Street Project, Jeffords Street extension and Baker Road Streetscape.
- SGRAT Workshop – 10/06/08

Grants

- Project Management of Wellhead Protection Grant \$13,675.72.
- Application for Community Forestry Grant – Tree Planting - \$4000
- Application for Community Forestry Grant – Tree Inventory - \$4000

Training and Education

- Low Impact Design Conference (Semcog)
- Smart Growth Planning Assessment training
- Huron River Watershed Council State of the Huron
- Michigan Association of Planning (MAP) Annual Conference

**Village of Dexter
1st Quarter Report 2008-09
July 1 - Sept 30, 2008**

II. DEPTER ADMIN.	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	08-09 YTD	07-08 YTD	06-07 YTD	2005 YTD	2004 YTD	2003 YTD
July 1 - Sept 30, 2008	July-Sept	Oct-Dec	Jan-March	April-June	Total	Total	Total	Total	Total	Total
Land Division / Combination	0				0	4	2	0	3	2
Ordinance Amendments	1				1	15	11	9	11	6
Rezoning or Conditional Rezoning	0				0	0	1	0	1	0
Special Use Permits	0				0	0	8	6	1	3
Preliminary Site Plan Approvals	0				0	1	4	3	0	1
Final Site Plan Approvals	0				0	2	4	3	0	2
Combined Site Plan Approvals	0				0	3	1	2	0	1
PUD Area Plan	0				0	0	1	0	0	2
Prelim. Zoning Compli. Permits	7				7	32	98	67	211	161
(New Construction)	0				0	2	11	12	107	75
(Condominiums)	0				0	2	0	1	21	2
(Commercial/Office) (Build-outs)	0				0	5	30	8	3	
(Additions/Remodels)	2				2	10	21	5	5	3
(Fences)	0				0	2	8	2	5	11
(Accessory structure)	0				0	1	4	1	5	3
(Decks)	5				5	10	24	38	65	65
Final Zoning Compli. Permits	6				6	44	58	188	157	122
(New Construction)	1				1	10	9	38	85	78
(Additions/Remodels)	2				2	10	4	19	6	1
(Fences/decks)	0				0	13	25	121	58	43
(Accessory structure)	0				0	2	0	2	1	0
(Commercial/Office) (Build-outs)	3				3	6	19			
(Condominiums)	0				0	3	0	8	7	0
(Temporary Uses/Structures)	0				0	6	7	11	7	0
(Sign Permits)	1				1	12	21	13	11	14
(Temporary Signs/Sandwich)	4				4	21	37	21	14	
Outdoor Seating Permits	4				4	2	5	6		
(ZBA Cases) Non-Residential	1				1	1	2	3	5	3
(ZBA Cases) Residential	0				0	2	4	4	3	2
Variances Granted	0				0	2	5	7	7	5
Demolition Permits	0				0	2	6	5	2	4
Right-of-way permits	0				0	2	0	4	3	
Park Use	4				4	6	7	4		
Home Occupation Permits	0				0	2	3	2	2	1
Freedom of Information Requests	0				0	1	1	1	8	4
Hawkers & Peddlers Permits	2				2	9	12	10	7	4
Requests for service/Correspondence	1				1	9	28	15	33	
Resident/Merchant/Business Communic.	2				2	24	48	38		
Enforcement	22				22	200	0			
Initial Notice	21				21	181	123	83	155	113
Second Notice	1				1	11	8	10	11	20

- * General Code Amendment : Parks Commission
- * Zoning Ordinance Amendment Pending: Baker Road Corridor
- * Zoning Ordinance Amendments:
- * Site Plans : None
- * Sign Permits: CMR
- * Special Use Permits: None
- * Resolutions : DNR Tree Planting and Inventory Grant
- * Enforcement : 1) 4 sign 2) 7 noxious weeds 3) 9 property maintenance 4) 2 unlicensed motor vehicles
- * ZBA : Habitat for Humanity-7956 Grand Street
- * Modification requests:

YTD Revenue -
Through September 30, 2008

Zoning Compliance Permits: \$295.00
Site Plan Review Fees: \$-

C, AS RECEDED
JULY 30, 2008

PARCEL 6

EDGE, PRIOR
REMOVAL, HAS
SIGNIFICANTLY
ALTERED THE
LOCATION OF
LAW

PARCEL 7

'F' STREET
EXTENDED

VILLAGE

PARCEL 8

IT
D

BOUNDARY OF ORIGINAL
BOUNDARY PER PLAT OF THE
E OF DEXTER

145-pg 631

239, pg 30

NORTH LINE "G" STREET

SOUTH LINE "G" STREET

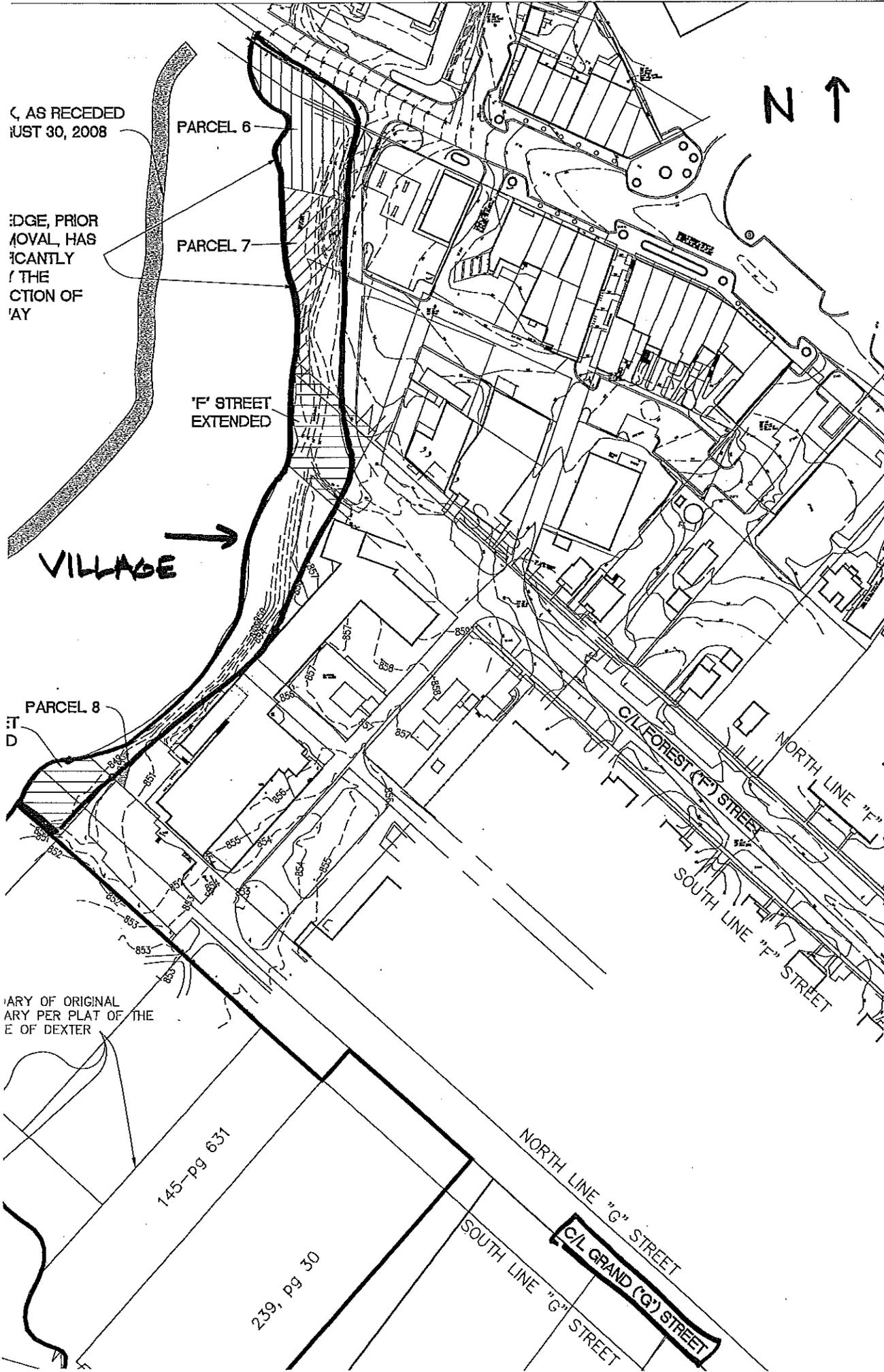
C/L GRAND (G) STREET

C/L FOREST (F) STREET

NORTH LINE "F" STREET

SOUTH LINE "F" STREET

N ↑



BED IS STILL MEANDERING IN
EA AND HAS NOT SETTLED
FINAL CHANNEL

EK WIDTH
BETWEEN 5'

BOLD LINE REPRESENTS
CURRENT BOUNDARY OF ALL
CEMETARY PARCELS

BOUNDARY OF ORIGINAL
CEMETARY PER PLAT OF THE
VILLOGE OF DEXTER

RIVER BANK, AS RECEDED
TO BY AUGUST 30, 2008

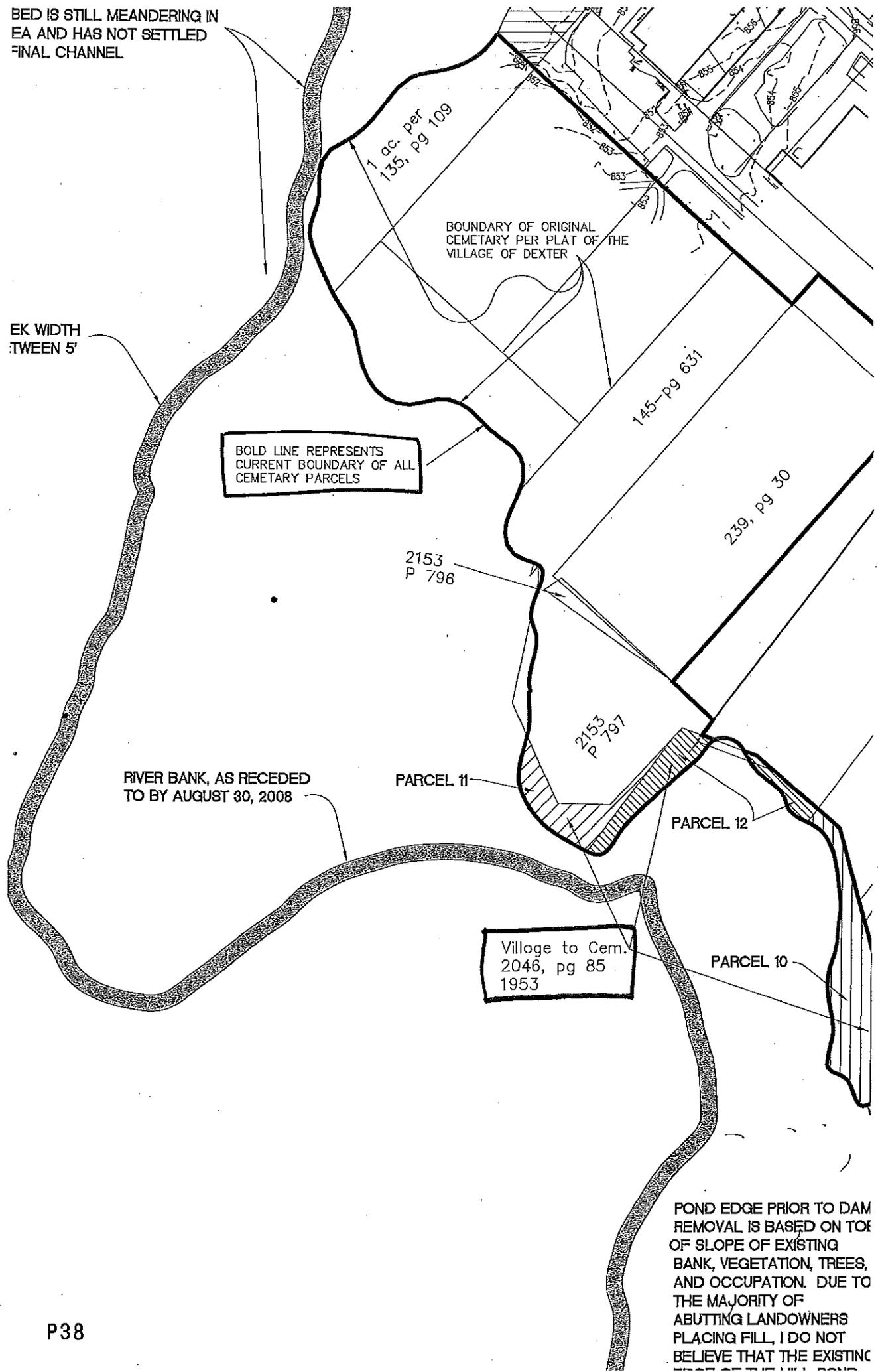
PARCEL 11

PARCEL 12

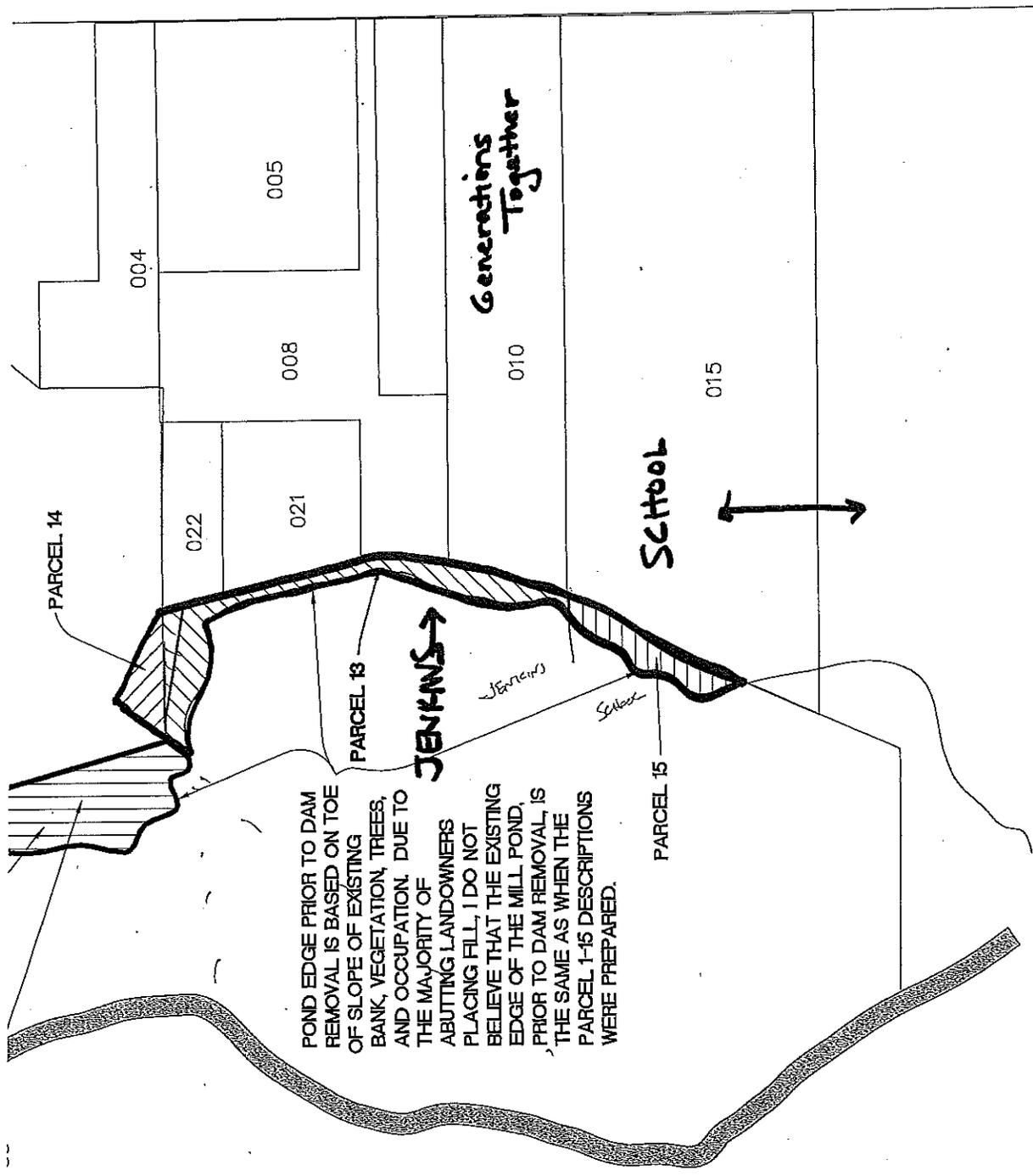
Village to Cem.
2046, pg 85
1953

PARCEL 10

POND EDGE PRIOR TO DAM
REMOVAL IS BASED ON TOE
OF SLOPE OF EXISTING
BANK, VEGETATION, TREES,
AND OCCUPATION. DUE TO
THE MAJORITY OF
ABUTTING LANDOWNERS
PLACING FILL, I DO NOT
BELIEVE THAT THE EXISTING



1953



POND EDGE PRIOR TO DAM
 REMOVAL IS BASED ON TOE
 OF SLOPE OF EXISTING
 BANK, VEGETATION, TREES,
 AND OCCUPATION. DUE TO
 THE MAJORITY OF
 ABUTTING LANDOWNERS
 PLACING FILL, I DO NOT
 BELIEVE THAT THE EXISTING
 EDGE OF THE MILL POND,
 PRIOR TO DAM REMOVAL, IS
 THE SAME AS WHEN THE
 PARCEL 1-15 DESCRIPTIONS
 WERE PREPARED.

*Generations
 Together*

School

JENKINS →



MASTER PLAN GOALS AND OBJECTIVES

Residential Goals

Goal 1

To provide a desirable residential environment for the Village residents, recognizing that a viable, healthy residential component is of primary importance to the overall health and vitality of the community.

Goal 2

Build upon and emphasize the “Village Atmosphere” of Dexter as a special and unique aspect of this community.

Objectives

1. Provide for a range of housing options for Village residents including affordable housing and senior housing options.
2. Allow residential density levels that correspond to available infrastructure (sewer, water, and roads) and adjacent land use.
3. Promote the clean-up and rehabilitation of blighted properties.
4. Provide pedestrian access to link all parts of the Village.
5. New construction (both residential and commercial) should be done in a way that recognizes Village characteristics and is incorporated into the fabric of the Village.
6. Strengthen and protect the viability of residential neighborhoods by limiting non-residential intrusions into residential areas, and by separating commercial and industrial areas from residential areas with open space and other buffers.
7. Improve living amenities in all residential neighborhoods through high standards of housing design and construction, and by providing access to usable contiguous and convenient open space.
8. Encourage the maintenance of and/or improvements to local streets and sidewalks to ensure safe access to the Village’s residential neighborhoods.
9. Encourage the continued maintenance of and reinvestment in residential structures to protect existing housing from deterioration, and recognize in order to maintain high quality housing, some deteriorated homes or residential areas may need to be redeveloped.
10. Preserve and enhance the older, small town residential character of the Village, including the promotion of the visual compatibility of residential buildings in size, setbacks and architectural features, and the provision of design transitions between different types of buildings.
11. Encourage the pattern, layout and design elements of the existing residential neighborhoods that will emphasize the Village center’s rural, small town image. A “grid” street pattern should be encouraged for new developments that follow traditional neighborhood design (TND) guidelines.
12. Consider programs and techniques to help maintain and improve neighborhoods and the condition of housing stock within the Village.

Recreation/Open Space Goals

Goals

To assist in the provision of recreational opportunities for all residents of the Village. Recreational opportunities included both passive, i.e. nature trails, picnicking, etc., to active recreational opportunities including programs and activities offered by the Village and other agencies.

Objectives

1. Open path connections for walkways, paths, and greenways, to connect outlying parks for recreation and exercise. Expand the walkability of the Village of Dexter.
2. Continue to develop existing parks and other public property for improved recreational opportunities for Village residents. (Mill Pond) (Gordon Hall)
3. Provide for continued funding of Village Parks and park facilities.
4. Encourage cooperative use of parks and recreational facilities between the Village, Townships, Huron Clinton Metro Authority, Washtenaw County Parks, and Dexter schools.
5. Continue to encourage use of public school facilities as a recreational resource for Village residents through cooperation with the schools.
6. Where possible the Village should pursue the acquisition of park property to help address deficiencies in park land as identified in the Village Recreation Plan.
7. Encourage privately owned and commercial recreation facilities to locate in the Village, provide the type and location of such facilities to be consistent with the Village's recreation goals.
8. Enhance and encourage environmentally sensitive recreational facilities along natural features of the Village, such as Mill Creek and the Huron River.

Economic Development – Commercial/Industrial Goals

Goal 1

To improve the viability of the Downtown Dexter area as the retail and service center of the Village. Retail expansion outside of the downtown area (Central Business District and Village Commercial District) should be discouraged. Selectively expand the CBD into surrounding VC areas to open up additional redevelopment opportunities, improve the critical mass, density and walkability of the downtown.

Goal 2

Continue to work with local and regional economic development agencies (Washtenaw Development Council) to identify opportunities for continued economic development and job creation within the Village.

Goal 3

To provide for industrial development in a manner that increases the community's tax base, results in proper land use relationships, and does not negatively impact the environment.

Objectives

1. Provide for mixed-use retail, office, and residential developments in the downtown area.
2. Identify and develop Brownfield sites within the Village and work with the Washtenaw County Brownfield Redevelopment Authority in this regard.
3. Explore possible expansion of Village Industrial Park.
4. Provide convenient and adequate parking in the downtown area.
5. Require adequate setbacks for industrial operations, landscape buffers and greenbelts to minimize visual and environmental conflicts with adjoining land uses.
6. Provide safe traffic flow for industrial uses, separated from residential areas. Pursue secondary access points into the industrial park where possible.
7. Locate future industrial development within the planned industrial/research park.
8. Improve the Village center area through effective planning and implementation of public improvement projects.
9. Promote and coordinate activities aimed at improving the business climate within the Village. Assist in the coordination of the Chamber of Commerce, Merchants and Downtown Development Authority.
10. Foster development, redevelopment and expansion within the Village center, thus creating new employment and business opportunities.
11. To minimize the negative impacts of industrial areas on non-industrial areas and on the environment.
12. To provide a balanced industrial development strategy to achieve environmental compatibility and maintain the neighborhood character of the Village.

Transportation/Circulation Goals

Goals

To provide a transportation system that facilitates the smooth, safe, and efficient flow of automobiles, trucks, buses, emergency vehicles, bicycles and pedestrians.

Objectives

1. Resolve issues with Village “through traffic” and constraints. Specifically, address the railroad overpass at the west end of the Village.
2. Provide for improved pedestrian/bike (non-motorized) transportation through-out the Village. Provide sidewalks on both sides of the street pursuant to the pathways map.
3. Provide Village residents with improved public transportation options. Continue to work with the Western-Washtenaw Area Value Express (WAVE).
4. Provide for coordination of the transportation system between the various jurisdictional entities including the County Road Commission, Washtenaw Area Transportation Study, and Michigan Department of Transportation.
5. Develop and improve sidewalks to link uses such as shopping, offices, and residential areas to parks, open spaces and activity centers.
6. Improve the function and appearance of local streets, streetscapes, and alleys, providing adequate rights-of-ways and appropriate improvements for the traffic volume.
7. Encourage new streets to be designed in an interconnecting network (grid) with flexibility within the grid system, similar to the existing street network.
8. Provide for senior citizen transportation options for Village residents.
9. Work with surrounding communities to consider forming a transit consortium to fund services for a growing older population to provide transit to life line and leisure destinations.

Urban Service Expansion Goals and Objectives

Goal 1

It is recognized that from time to time expansion of Village utilities (sewer and water) may be requested by property owners outside of the Village Limits for certain land uses and residential densities that would not be possible without municipal utilities. In those cases priority shall be given to the extension of sanitary sewer, water systems and other utilities to areas which are in accordance with the adopted land use goals and objectives contained in this Plan and other applicable planning documents of the Village, County, surrounding Townships, and within the current capacity of the water and sewer system. In addition to this general goal, the following specific objectives shall apply to any expansion of municipal services into adjacent communities.

Objectives

1. Extensions of sewer and water service shall not be made which result in a burden to existing residents and businesses. The benefiting property owner shall submit for review of the Village studies that verify adequate capacity for the proposed expansion.
2. Cost of service implementation shall be borne by the benefiting property owners as well as any needed studies with regard to sewer and water capacity.
3. Extension of sewer and water into adjacent communities shall only occur with an appropriate intergovernmental agreement in place, i.e. PA 425 agreement, or straight annexation into the Village of the subject property.
4. Extension of public utilities outside of the Village of Dexter shall be considered only under the following circumstances:
 - To respond to changes in land use and/or traffic patterns that rationally supports the extension of utilities.
 - The receipt of community benefits made possible by the extension of utilities that provide counterbalance to the utility and growth management impacts caused by such extension.
 - Areas of expansion shall be immediately adjacent to the Village limits, rather than creating new, isolated district areas.

Natural Resource Goals

Goal 1

To provide for the protection, enhancement and maintenance of the Villages natural resources with particular attention to the Huron River, and the Mill Creek areas.

Goal 2

Continue to concentrate efforts on wellhead protection to protect this vital community resource.

1. Protect and preserve existing trees and wooded areas within the Village.
2. Assist property owners in the redevelopment of Brownfield sites and existing vacant property in all areas of the Village. Work with the Washtenaw County Brownfield Redevelopment Authority.
3. Promote street tree planting to help preserve the residential character of the Village.
4. Promote protection and maintenance of the Village's natural landscape.
5. Promote the safe management and disposal of all waste materials, both hazardous and non-hazardous, which are generated within or transported through the Village, and cooperate with state and local agencies to ensure that any contaminated sites are returned to an environmentally safe condition.
6. Reduce noise and air pollution and site lighting levels so as to minimize their impact on residential areas.
7. Monitor and improve, where necessary, the Village's wastewater treatment and stormwater management systems to minimize negative impacts on the Huron River and Mill Creek.
8. To utilize progressive stormwater management and erosion control techniques to ensure that development will not adversely impact natural resources and surrounding property. Incorporate Federal Phase II Stormwater Guidelines into planning review process of the Village. Encourage the use of BMP's and SEMCOG's LID Manual recommendations.
9. Protect the Village's wellhead and groundwater through proper land use planning. Direct potentially hazardous land uses and processes away from the wellhead protection zone as indicated.

Dexter – Ann Arbor Road Corridor Goals

Goal 1

Encourage development in the corridor area that is separate and distinct from the downtown (central business district), and that serves the needs of Dexter's growing population.

Goal 2

Encourage development in the Corridor, as it is the only largely undeveloped area in the Village.

Goal 3

Encourage the development of the Corridor as a vibrant, cohesive and functional area of the Village.

Goal 4

To provide all segments of the population with high quality and affordable community services and facilities.

Corridor Character

Goal 1

Encourage the development of a unique corridor with a distinct yet harmonious character.

Goal 2

Encourage the development of an attractive, cohesive and effective system of signage.

Goal 3

Encourage street lights within the Corridor that are consistent with lighting in downtown.

Goal 4

Encourage the preservation of natural features and the development of parklands in the Corridor and encourage their interrelationship with existing parkland and natural areas.

Transportation and Safety

Goal 1

Encourage the use of traffic engineering techniques to handle increased traffic volumes resulting from new development which do not detract from the character, appearance, and pedestrian qualities of the Corridor.

Goal 2

Encourage design practices which lessen the potential for automobile safety problems in the Corridor.

Goal 3

Develop the Corridor in a manner that is appealing and accessible to pedestrians and bicyclists.

Objectives

1. Promote the types of development that would add to the variety of businesses and services already available in Dexter, meeting the needs of residents and strengthening the Village's economic base.
2. Continue to follow the guidelines for the Corridor that blends the character of the more intensely developed old Village center into the lower density development of the Corridor.
3. Support land use decisions that enhance the economic, aesthetic and functional qualities of the Corridor without detracting from these same qualities in other areas of the Village.
4. Establish a compact commercial center at the Dan Hoey intersection, rather than allowing commercial development to spread out in a strip along the entire Corridor.
5. Promote the development of professional business offices in the Corridor to allow for more retail and service developments at the commercial center (at the Dan Hoey Road intersection) and in the central business district.
6. Promote the Corridor as a location for new development within the Village boundary.
7. Ensure that development does not have a negative impact on the future Village well fields or the groundwater recharge area in the Corridor.
8. Promote the idea of an all-purpose corridor that is able to serve the needs of the Community.
9. Provide physical linkages between uses within the Corridor, and from the Corridor to existing areas within the Village.
10. Ensure that current infrastructure capabilities and development needs are compatible, and make decisions that support future compatibility.
11. Maximize the efficient use of existing community facilities and encourage the addition to or reuse of community facilities which are consistent with the Village's plan.
12. Encourage regularly scheduled maintenance and development of adequate utility systems throughout the Village, including underground utilities, in order to achieve attractive developments.
13. The development of residential, commercial and industrial land shall be timed and staged in conjunction with the provision of supporting public facilities, such as streets, sidewalks, and utilities.
14. Public facilities and utilities shall be located to maximize the efficiency of services provided, and to minimize their cost and impact on the natural environment and adjacent land uses.

Baker Road Corridor Goals

Goal 1

Unify Design Elements Within the Corridor – Common design elements on individual sites should be pursued to help develop an identity for the entire corridor study area. Design elements should be visually consistent and include landscaping, signage, lighting, and architectural design. Design elements should promote the continuation of the downtown streetscape theme.

Objectives

1. Create a “first impression” with a defined entrance to the Village of Dexter.
2. Promote consistent buffering, greenbelts belts between the sidewalk and the roadway, and landscape planting within the corridor. Open landscaped areas, pocket parks or common open space should be incorporated into new large development plans.
3. Promote consistent sign design within the corridor that capitalizes on the village’s historic and small town character. Promote building signage, particularly perpendicular signage to alleviate the need for additional ground signage and to help businesses effectively attract pedestrian and vehicular traffic. Work to eliminate existing nonconforming signage.
4. Parking lot, site lighting and streetscape lighting should be consistent throughout the corridor. Light fixtures matching the theme put in place downtown should be carried into Baker Road.
5. New buildings should be reviewed for architectural compatibility with the historic nature of this part of the village. New buildings should respect that historic nature through design.
6. Develop architectural standards that promote and encourage redevelopment and infill, but maintain and enhance the village’s small town, historic character.
7. Promote buildings that have a sense of scale within the neighborhood and area. New developments should be compatible and blend with the existing or recently redeveloped buildings.

Goal 2

Improved Access Management and parking options – The goal of access management should be to manage access to land development while simultaneously preserving the flow of traffic on the surrounding road system in terms of safety, capacity needs, speed and limiting the number of conflicts between pedestrians and vehicles. Create a variety of parking options including on street and off street parking, as well as shared parking to improve access and pedestrian safety within the corridor.

Objectives

1. Encourage the use of traffic calming elements such as trees, benches and streetlights to help slow traffic and create the sense of a smaller Baker Road.
2. Provide appropriate spacing between driveways and intersections.
3. Encourage the use of parking lot islands and landscaping to help manage storm water. Parking lots should also have pedestrian ways for safety within parking lots.
4. Promote the consolidation of curb cuts and shared driveway access. Parking lots should be shared when possible to reduce curb cuts. Parking lots should be located in the rear or on the side of buildings.

5. Maintain the three (3) lane road, however as curb cuts are reduced consideration should be given to adding boulevards to facilitate improved pedestrian safety and visual character within the corridor and the village's southern entrance. Consideration should be given to the use of mid-block pedestrian refuge islands where appropriate.
6. Establish a 120-foot right-of-way as properties redevelop to accommodate bike lanes, pedestrian amenities and green space. Promote smaller/shorter front yard setbacks to create a sense of place when entering the Village of Dexter. Reduced setbacks help slow traffic and create a less intimidating atmosphere for pedestrians.
7. Parking lot and site lighting should be consistent throughout the study area. Light fixtures matching the theme put in place downtown should be carried into the corridor area.

Goal 3

Improved Pedestrian Access and Non-motorized transportation and access for public transit – The improvement and expansion of the existing sidewalk system along Baker Road should be a priority. The addition of bike lanes along Baker Road should be a priority.

Objectives

1. Allow for convenient pedestrian access from the adjacent neighborhoods to the Baker Road Corridor area. Make sidewalk improvements in the adjacent neighborhoods where necessary.
2. Improve pedestrian and bicycle safety and access along the corridor. Promote the addition of pedestrian crossings at intersections and mid-block crossings where appropriate.
3. Create a pedestrian and bicycle connection from Dexter Community Schools to the downtown with pedestrian amenities such as a larger greenbelt with benches, trees, lighting and signage that encourage safe pedestrian use.
4. Upon removal of the Mill Creek Dam establishing a greenway connection along the Mill Creek and Baker Road to downtown should be a priority.
5. Develop provisions for the protection and enhancement of natural features in new developments and along the Mill Creek.
6. Utilize the Washtenaw Area Transportation Study's Non-Motorized Plan for Washtenaw County to facilitate decisions related to non-motorized transportation within the village.

Goal 4

Develop the Baker Road Mixed-Use Area Overlay – Provide for a mixed-use designation to accommodate the mixture of existing land uses and to promote the redevelopment and infill development of this important part of the Village. Development with the corridor should be separate, but complimentary to downtown. Development that services the needs of village residents and commuters should be encouraged. Desirable mixed uses include the following:

Office uses, including professional offices, medical and dental.
 Limited Retail
 Commercial Uses that provide essential products and services
 Recreation and Entertainment

Residential (variety of types, including high density multiple family, lofts, condominiums, townhouses, row houses, apartments, senior housing and single-family).

Objectives

1. Flexibility in permitted land uses. Provide for a mixture of land uses where compatible.
2. Flexibility in parking requirements, to allow for the conversion on homes along the corridor to non-residential land uses.
3. Promote residential land uses in appropriate areas, i.e. where it abuts existing residential areas, i.e. second floor rental situations.
4. Ensure that existing residential neighborhoods are substantially buffered from high-density redevelopment projects or more intense land uses.
5. Encourage the maintenance of the small town residential character within the commercial districts closer to downtown.
6. Support land uses decisions that enhance the economic quality of the village, but do not detract from existing unique qualities such as sense of scale, neighborhood and small town characteristics.

Goal 5

Create an environment that encourages economic development and investment into the community. – Develop standards that provide incentives for redevelopment.

Objectives

1. Provide for flexibility in zoning requirements and regulations that encourage better site design.
2. Promote the continued improvement of public infrastructure to ensure that adequate services are available for redevelopment. Encourage the development of a regional storm water solution on one of the larger parcels within the corridor.
3. Create a destination within the corridor.
4. Promote diversity in the mixture of land uses within the corridor. Discourage strip malls, big boxes and fast food.
5. Promote the expansion of public transportation within the corridor and the village.
6. New development that strengthens the village tax base and employment should be promoted.
7. Infill, redevelopment and development should, when appropriate enhance the quality of life within the Dexter.

PARKS AND RECREATION MASTER PLAN GOALS

I. GOAL: (Space/Facilities) Meet present and future community needs for parks, greenways, trails, and recreation.

- A. Objective: Plan and develop a system of parks, greenways, open space, and recreation facilities that provides a minimum of 16 acres per 1,000 Village residents.
- B. Objective: Encourage the preservation of green space and the development of new parks and/or recreation assets when opportunities arise.
- C. Objective: Following removal of the Mill Creek dam, plan and develop a linear park along the Mill Creek.

II. GOAL: (Recreation) Encourage healthy lifestyles for Village residents through recreation.

- A. Objective: Offer Village residents a balanced program of active and passive recreation opportunities.
- B. Objective: Offer Village residents multiple opportunities to walk, run, bike, skate, or paddle without leaving their community.

III. GOAL: (Accessibility) Strive to make every Village park and recreation site accessible.

- A. Objective: Design and develop a system of all-season, non-motorized pathways, trails, sidewalks, and bike paths linking Village neighborhoods with both Village and adjacent non-Village parks, greenways, pathways, recreation venues, schools, and commercial retail areas.
- B. Objective: Ensure that all parks and recreation assets are barrier-free and universally accessible.

IV. GOAL: (Environment) Make nature and healthy ecosystems an important characteristic of our Village.

- A. Objective: In designated Village natural areas, enhance and preserve healthy ecosystems for native plants, fish, and wildlife.
- B. Objective: In Village urban areas, enhance the natural feel of each park.
- C. Objective: Advocate for the enhancement and preservation of natural features within and surrounding our Village.

V. GOAL: (Management) Use sound planning, financial, and operational management practices.

- A. Objective: Deliver on our stated goals and objectives.
- B. Objective: Ensure that our parks and recreation assets remain available for enjoyment, now and in the future.
- C. Objective: Foster smart and efficient management practices.
- D. Objective: Identify and utilize all available Village and non-Village funding resources to meet our goals.

VI. GOAL: (Community) Foster a community-wide sense of pride in and support for our parks and recreation program.

- A. Objective: Promote parks and recreation activities in the community and our broader service area.

- B. Objective: Provide and promote opportunities for individual citizens and community groups to influence the mission, priorities, management, and operations of the parks and recreation program.
- C. Objective: Deliver superior service to citizens and others seeking our help.
- D. Objective: Develop an overall parks and recreation program that makes a positive contribution to the economic sustainability of the Village.
- E. Objective: Develop and maintain parks and recreation assets that incorporate a high degree of aesthetic appeal.
- F. Objective: Develop and maintain park and recreation assets and recreation programs that meet current industry safety standards and, where standards do not exist, develop and maintain assets and programs with careful consideration for user or participant safety.

DDA DEVELOPMENT PLAN GOALS

1. Expand the downtown district while maintaining a compact, walkable core.
2. Add to residential uses in the downtown.
3. Incorporate the Mill Creek as a cohesive feature in the downtown.
4. Provide additional public parking for the expanded downtown.
5. Continue redevelopment of the historic commercial area within the district by encouraging the reinvestment of public and private funds.
6. Continued preservation, restoration, and adaptive reuse of the historic commercial stock of buildings in the downtown.
7. Maximize the potential of the downtown business district along Main Street.
8. Preserve residential properties along Dexter Ann Arbor Rd between Dover and Kensington.
9. Continued uses and introduction of new passive recreation activities along the Mill Creek.
10. Planned growth of first floor retail and upper story office and residential development along Forest Street.
11. Redevelopment of brownfield properties within the Development Area District.
12. Redevelopment of industrial properties along Grand Street for residential and multiple family housing.
13. Integration of transportation enhancements, which improve the circulation and traffic in and around the downtown area.
14. Initiate infill and redevelopment projects in the Development Plan area consistent with the Village Zoning Ordinance and guidelines.
15. Facilitate shared parking arrangements among private properties.
16. Add civic uses to the business district.
17. Maintain consistency with the vision of the Village Community Master Plan.

VILLAGE OF DEXTER

ddettling@villageofdexter.org

8140 Main Street Dexter, MI 48130-1092

Phone (734)426-8303 ext 11 Fax (734)426-5614

MEMO

To: President Keough and Council Members
From: Donna Dettling, Village Manager
Date: October 13, 2008
Re: Village Manager Report

1. Meeting Review:

- September 29th – Work Session re: prepare for Town Hall Meeting
- September 29th – Mill Creek Park Visioning Session
- September 30th – Main Street Bridge Site Meeting
- October 1st – Met with Ed Lobdell re:EQ Basin Design
- October 1st – Met with John Hanifan re: Police Services
- October 2nd – DDA, Jefford, Forest, Alley Project Meeting
- October 2nd – Met with Breuninger's re: Compost Site
- October 2nd – Utility Committee re: Well Property
- October 3rd – Met with Kurt & Ed re: Christmas Lighting
- October 3rd – Met with Molly Wade at Walkabout re: Water Meter Issue
- October 6th – Participated in SGRAT
- October 7th – Main Street Bridge Site Meeting
- October 7th – Village/DDA Coordination Meeting

2. Upcoming Meeting Review:

- October 8th – Wellhead Protection & Stormwater Management
- October 9th – DDA, Jeffords, Forest, Alley Project Meeting
- October 9th – DDA Meeting
- October 13th – Council Meeting
- October 14th – Main Street Bridge Site Meeting
- October 16th DDA, Jeffords, Forest, Alley Project Meeting
- October 16th – Town Hall Meeting
- October 21st – Main Street Bridge Site Meeting
- October 24th – Cedars of Dexter Ribbon Cutting Ceremony

3. Bucket Fillers Work Shop- "REMINDER" The workshop is scheduled for Saturday, November 22nd.

4. Bridge Web Cam- The County IT Department came through once again and has graciously replaced the equipment needed to restore the Bridge webcam.

5. Mobil Sign Update – Attached is a memo from OHM explaining an MDOT issue relating to a right of way obstruction at the Mobil station on Dexter-Ann Arbor Road. I am working with Allison Bishop to move and replace this sign prior to the MDOT audit and subsequent release of the Village's project funds. As indicated in the OHM memo there is concern that

our federal funding for this project could be withheld, if the sign is not relocated. Since the original site plans show the sign was approved at its current location, there is little the village can do to persuade the current owner to move and replace the sign. Therefore, we are securing bids to move and replace the sign. The sign will be placed outside of the sight distance as well as meet other sign ordinance requirements. The cost is estimated at \$10,000, which will be funded through the Ann Arbor Road Improvement Fund.

Memorandum



Date: September 12, 2008

To: Donna Dettling, Village Manager

CC: Allison Bishop, Community Development Manager

From: Christine Cale, PE

Re: Clear Vision Triangle for Mobil Gas Station

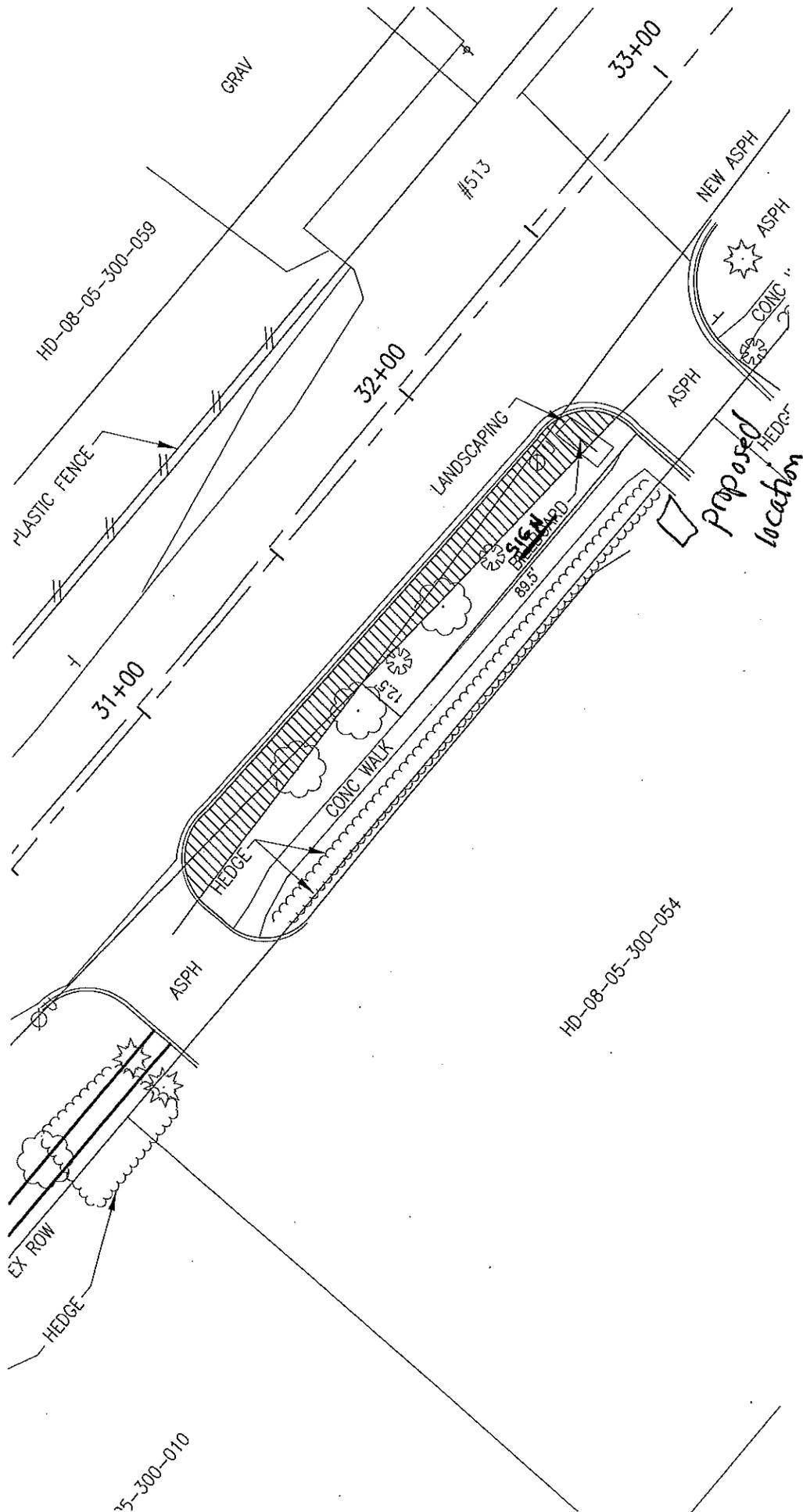
Donna –

During the design for Dexter-Ann Arbor Road, it was identified that the existing Mobil Gas Station sign at the southwest corner of the Dexter-Ann Arbor Road and Lexington Drive intersection is within the clear vision triangle (the hatched area shown on the attached drawing). The clear vision triangle is the area that must remain clear of any items that would obstruct the sight distance at an intersection. To receive federal funding, Dexter-Ann Arbor Road must comply with AASHTO design guidelines, which provides the methodology for defining the limits of the clear vision triangle.

MDOT identified that the Mobil Gas Station sign was within the clear vision triangle at the GI plan review meeting in December 2007. We researched the history of the sign placement with the Village, and it appears that the sign was approved to be installed at its current location. Unfortunately, the sign needs to be relocated outside of the clear vision triangle or the Village will not be eligible to receive the federal funding allocated to them.

Ideally, the sign should be placed outside of the Dexter-Ann Arbor Road right-of-way. The Village provided a drawing showing a proposed location along Lexington Drive (location #2). This location is appropriate, as long as the sign is placed outside the clear vision triangle for driveway. It is possible that the sign be relocated within the right-of-way, as long as it is outside the hatched area noted on the attached drawing.

Please feel free to contact me if you have any other questions or comments.



AGENDA 10-13-08

ITEM I-5

Village President Report

Activities since September 22, 2008 Village Council meeting:

September 29, 2008 - 3rd Workshop to discuss Grand Street property opportunities for facility improvements/Village offices/economic development. Prepare for Townhall meeting.

September 29, 2008 - Visioning session for Mill Creek Park Planning

October 1, 2008 - Introductory tour of Dexter with John Mulcahy, Ann Arbor News - we visited the bridge, the Village offices, the new library site and walked throughout the downtown area. We discussed the new Mill Creek, Phase 2 Viaduct, the bridge schedule, our search for Village offices, and all the construction projects (3rd St., Dex AA Road and the Jeffords/Alley project) that we have taken on and are completing. I drove him up to Cedars of Dexter, to our WWTP (we discussed the recent Administrative Consent order) and past the cider mill.

October 1, 2008 - Joe Semifero, Donna Dettling and I met with John Hanifan, City Manager of Chelsea, to discuss the possibility of regional police services. General information was shared regarding staff size, operating budget and management philosophy for staffing of service area.

October 2, 2008 - The Utility committee met to prepare a framework for an offer to the Dexter Community Schools related to the Village's desire to construct a 5th well on school property. We hope to meet again with them before the end of October.

October 6, 2008 - Attended the Smart Growth workshop at the Senior Center. The workshop was led by Doug Lewan, our planning consultant from Carlisle/Wortman Associates with help from Allison Bishop. There were approximately 12 people that attended. All attendees participated in answering questions related to the ten tenets of Smart Growth. The data from the answers will be used to help evaluate the Village's readiness to implement Smart Growth strategies.

October 7, 2008 - Attended and led a discussion regarding the coordination of DDA funded projects. The concern was that these projects are completed somewhat differently than other Village projects. We discussed coordination of roles & activities among Beckett&Raeder, OHM, Village DPW staff, Village administrative staff, and DDA representatives. Emphasis was put on the importance of sharing information during all phases of the project including consistency in the design, bidding and construction phases. The focus of this increased coordination is to insure that we achieve fiscal efficiency, follow Village standards and complete the highest quality projects, whether they are DDA funded or Village funded. A healthy discussion was had and all of the participants offered ideas on how to improve the current process in order to achieve the above mentioned goals.

Future activities:

October 9, 2008 - Downtown Development Authority (DDA) Meeting

October 16, 2008 - Townhall Meeting at the Senior Center

October 27, 2008 - Village Council Meeting

Meet with Dexter Community Schools regarding 5th well - meeting date to be determined (with Utility Committee).

Meet with Katie Davis, owner of Grand Street property - meeting date to be determined (with Facility Committee).

Weekly Bridge Meetings occur on Tuesday mornings at 9 am. I have not been able to attend most of these, however Paul Cousins, Jim Carson and Donna Dettling have been attending them on the Village's behalf.

As always, please contact me with any questions,

Shawn Keough

(734) 426-5486 (home number)

VENDOR APPROVAL SUMMARY REPORT

Date: 10/07/2008

Time: 12:33pm

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Village of Dexter

Vendor Name	Vendor Number	Description	Check Amount	Hand Check Amount
A-1 ENGRAVING	A-1 ENGRAV	DECAL/LOGO	60.00	0.00
ABSOLUTE COMPUTER SERVICES	ABSOLUTE C	ON SITE REPAIR	171.60	0.00
ALEXANDER CHEMICAL CORPORATION	ALEXANDER	CREDIT	1,261.50	0.00
AMERICAN PLANNING ASSOCIATION	AMER PLANN	APA MEMBERSHIP	424.00	0.00
ANN ARBOR TECHNICAL SERVICES	A2 TECHNIC	LAB	80.00	0.00
AT&T	AT&T	424 1425 2430	1,728.11	0.00
AVAYA, INC.	AVAYA, INC	WWTP	125.16	0.00
BARRETT PAVING MATERIALS INC	BARRETT PA	106093	63.67	0.00
BLUE CARE NETWORK OF MICHIGAN	BLUE CARE	COVERAGE 10/01-10/31	14,101.41	0.00
BOULLION SALES	BOULLION	PIPE PS OC	218.35	0.00
CARDINAL GARDENS	CARDINAL	GENERAL GROUNDS	2,968.00	0.00
CARLISLE-WORTMAN ASSOCIATES	CARL-WORT	RETAINER SERVICES	997.50	0.00
CINTAS CORPORATION	CINTAS	DPW, WWTP & VILLAGE OFFICES	843.50	0.00
COMCAST	COMCAST	OFFICE	95.00	0.00
COMPUTER ALLEY WEST	COMPUTER W	TECH SERVICES	217.95	0.00
CORNERSTONE DESIGN INC	CORNERSTON	COMPLEX STUDY	2,177.25	0.00
CORRIGAN OIL COMPANY	CORRIGAN O	DIESEL & ETHANOL	3,162.06	0.00
COURTNEY NICHOLLS	COUR	TRAVEL & MILEAGE	405.18	0.00
CRIBLEY WELL DRILLING CO INC	CRIBLEY	WWTP	4.25	0.00
DEXTER CARDS & GIFTS SHOP	DEX CARDS	OFFICE SUPPLIES	7.85	0.00
DEXTER SENIOR CITIZENS CENTER	DEX SENIOR	RENT	200.00	0.00
DEXTER VILLAGE	DEXVIL	8140 MAIN	2,681.07	0.00
DIVERSIFIED INSPECTION INDEPEN	DIVERS INS	INSPECTION	463.50	0.00
DONNA DETTLING	DONNA D	EDUCATION	28.30	0.00
DR. BARBARA WEHR	WEHR	PATEINT:KURT AUGUSTINE	66.50	0.00
DTE ENERGY	DET EDISON	DTE	5,337.28	0.00
DTE ENERGY OUTDOOR LIGHTING	DTE OUTDOO	3219 953 0018 3	21.00	0.00
DTE ENERGY-STREET LIGHTING	DTE ENERGY	0000 7727 1	4,517.81	0.00
DYKEMA GOSSETT PLLC	DYKEMA	LEGAL SERVICES	1,152.00	0.00
ENVIRONMENTAL CONSULTING TECH	ECT	PEBBLE COUNTS	750.00	0.00
ETNA SUPPLY CO	ETNA SUPPL	METER SUPPLIES	1,295.24	0.00
FRED PRYOR SEMINARS	FRED PRYOR	REGISTRATION	79.00	0.00
GRISSOM JANITORIAL	GRISSOM	SEPT08'	320.00	0.00
HACKNEY HARDWARE	HACKNEY	SEPT STATEMENTS	588.67	0.00
HERITAGE NEWSPAPERS	HERITAGE N	COUNCIL	274.50	0.00
IDEXX DISTRIBUTION CORP	IDEXX DIST	LAB	125.38	0.00
J & J CONTRACTING, INC	J&J CONTR	THIRD ST PROJECT	900.00	0.00
JJR, LLC	JJR, LLC	MILL POND PARK	4,978.38	0.00
JOHN'S SANITATION	JOHNS SAN	PARKS	225.00	0.00
JONES LANG LASALLE AMERICAS, I	JONES LANG	OCT 08'	750.00	0.00
KENCO, INC.	COUNTRY MA	LAB	22.01	0.00
KENNEDY INDUSTRIES, INC.	KENNEDY IN	SERVICE CALL	504.00	0.00
KLAPPERICH WELDING	KLAPPERICH	SIGN FRAME	235.00	0.00
LA FONTAINE	LA FON	LABOR	96.00	0.00
LESSORS WELDING SUPPLY	LESSORS	RENTAL	17.00	0.00
MASTERCRAFT PLUMBING	MASTERCRAF	VILLAGE OFFICE	1,607.50	0.00
METRO ENVIROMENTAL SERVICES	METRO ENVI	JET SERVICE	2,425.00	0.00
MICHIGAN GOVERNMENT FINANCE OF	MGFOA	REGISTRATIO N	100.00	0.00
MICHIGAN MUNICIPAL RISK	MI RISK MG	COVERAGE07/01/08-06/30/09	34,316.00	0.00
MICHIGAN PIPE & VALVE, INC.	MI PIPE	DISCHARGE HOSE	110.00	0.00
MIDWESTERN CONSULTING	MIDWEST	TREE INVENTORY	257.40	0.00
MORRIS ELECTRIC INC	MORRIS ELE	GENERATION INSTALLATION	7,550.00	0.00
NK DESIGNS INC.	NK DESIGNS	POWDER COATING	700.00	0.00
NORTH CENTRAL LABORATORIES	NCL	LAB	151.32	0.00
NOVOPRINT USA, INC.	NOVOPRINT	MAP	350.00	0.00
ORCHARD, HILTZ & MCCLIMENT INC	OHM	#0130 06 1043	58,469.00	0.00
PARTS PEDDLER AUTO SUPPLY	PARTS PEDD	SEPT STATEMENT	63.02	0.00
ROBERT E TAUB, P.C	TAUB	DIECUTTING SERVICES	850.02	0.00
ROMINE CONSTRUCTION L.L.C.	ROMINE	FOURTH ST SIDEWALK	12,508.75	0.00
S.F. STRONG	SF STRONG	WWTP	346.09	0.00
SCHWALBACH'S AUTO CARE	SCHWALBACH	REPLACED SEAL	37.95	0.00
SIGNS IN 1 DAY	SIGNS	BANNER	645.00	0.00
THOMSON TAX & ACCOUNTING	THOMSON	LICENSE FEES	195.00	0.00
TRI COUNTY INTERNATIONAL TRUCK	TRI COUNTY	MAINTENANCE	1,385.89	0.00
URS CORPORATION	URS CORP	DEXTER MILL DAM REMOVAL	3,493.90	0.00
US BANK CORPORATE TRUST	US	LIMITED TAX GENERAL OBLIGATION	57,312.50	0.00
VARNUM, RIDDERING, SCHMIDT	VARNUM, RI	NPDES PERMIT	180.00	0.00

VENDOR APPROVAL SUMMARY REPORT

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Village of Dexter

Vendor Name	Vendor Number	Description	Check Amount	Hand Check Amount
WASHTENAW COUNTY TREASURER	W CTY TREA	LAW ENFORCEMENT	34,125.75	0.00
WESTERN-WASH. AREA VALUE EXPR.	CATS	DOOR TO DOOR	1,583.33	0.00
WINDER POLICE EQUIPMENT	WINDER POL	WARNING SIREN	184.40	0.00
Grand Total:			273,687.80	0.00

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Village of Dexter

Fund	Department	GL Number	Vendor Name	Check	Invoice	Due	Amount
Account	Account	Abbrev	Invoice Description	Number	Number	Date	
Fund: General Fund							
Dept: Village Council							
101-101.000-901.000	Printing &		HACKNEY HARDWARE	0		10/06/2008	55.72
			SEPT STATEMENTS		10/06/08		
101-101.000-901.000	Printing &		SIGNS IN 1 DAY	0		10/07/2008	645.00
			BANNER		10/07/08		
101-101.000-943.000	Council Ch		DEXTER SENIOR CITIZENS CENTER	0		10/06/2008	150.00
			RENT		10/06/08		
101-101.000-956.000	Council Di		NOVOPRINT USA, INC.	0		10/06/2008	350.00
			MAP		60175		
Total Village Council							1,200.72
Dept: Village Manager							
101-172.000-721.000	Health & L		BLUE CARE NETWORK OF MICHIGAN	0		10/06/2008	1,654.15
			COVERAGE 10/01-10/31		082560002579		
101-172.000-861.000	Travel & M		COURTNEY NICHOLLS	0		10/06/2008	405.18
			TRAVEL & MILEAGE		10/06/08		
101-172.000-955.000	Miscellaneous		A-1 ENGRAVING	0		10/06/2008	60.00
			DECAL/LOGO		20437		
101-172.000-960.000	Education		DONNA DETLING	0		10/06/2008	28.30
			EDUCATION		10/06/08		
101-172.000-960.000	Education		FRED PRYOR SEMINARS	0		10/06/2008	79.00
			REGISTRATION		10/06/08		
Total Village Manager							2,226.63
Dept: Attorney							
101-210.000-810.000	Attorney F		ROBERT E TAUB, P.C	0		10/07/2008	625.02
			2008 PERSONAL PROPERTY TAX		11737		
101-210.000-810.000	Attorney F		ROBERT E TAUB, P.C	0		10/07/2008	225.00
			DIECUTTING SERVICES		11738		
101-210.000-810.000	Attorney F		THOMSON TAX & ACCOUNTING	0		10/07/2008	195.00
			LICENSE FEES		10/07/08		
Total Attorney							1,045.02
Dept: Village Clerk							
101-215.000-901.000	Printing &		HERITAGE NEWSPAPERS	0		10/06/2008	76.50
			COUNCIL		1945422		
101-215.000-901.000	Printing &		HERITAGE NEWSPAPERS	0		10/06/2008	198.00
			COUNCIL		1946606		
Total Village Clerk							274.50
Dept: Village Treasurer							
101-253.000-721.000	Health & L		BLUE CARE NETWORK OF MICHIGAN	0		10/06/2008	1,195.97
			COVERAGE 10/01-10/31		082560002579		
101-253.000-960.000	Education		MICHIGAN GOVERNMENT FINANCE OF	0		10/06/2008	100.00
			REGISTRATIO N		10/06/08		
Total Village Treasurer							1,295.97
Dept: Buildings & Grounds							
101-265.000-727.000	Office Sup		DEXTER CARDS & GIFTS SHOP	0		10/06/2008	7.85
			OFFICE SUPPLIES		1268		
101-265.000-727.000	Office Sup		HACKNEY HARDWARE	0		10/06/2008	18.93
			SEPT STATEMENTS		10/06/08		
101-265.000-920.000	Utilities		COMCAST	0		10/07/2008	95.00
			OFFICE		10/07/08		
101-265.000-920.000	Utilities		DTE ENERGY	0		10/06/2008	387.54
			DTE		10/06/08		
101-265.000-920.001	Telephones		AT&T	0		10/06/2008	445.15
			426 8303				
101-265.000-935.000	Bldg Maint		CINTAS CORPORATION	0		10/06/2008	63.40
			DPW, WWT & VILLAGE OFFICES				
101-265.000-935.000	Bldg Maint		MASTERCRAFT PLUMBING	0		10/06/2008	212.50
			VILLAGE OFFICE		11120		
101-265.000-935.000	Bldg Maint		HACKNEY HARDWARE	0		10/06/2008	22.75
			SEPT STATEMENTS		10/06/08		
101-265.000-935.001	Office Cle		GRISSOM JANITORIAL	0		10/07/2008	320.00
			SEPT08'		108X		
101-265.000-943.001	Office Spa		JONES LANG LASALLE AMERICAS, I	0		10/07/2008	750.00
			OCT 08'		10/07/08		
101-265.000-977.000	Equipment		ABSOLUTE COMPUTER SERVICES	0		10/06/2008	126.60
			HARDWARE		59068		
101-265.000-977.000	Equipment		ABSOLUTE COMPUTER SERVICES	0		10/06/2008	45.00
			ON SITE REPAIR		59089		

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Fund	Department	Account	GL Number	Vendor Name	Check	Invoice	Due	Amount
			Abbrev	Invoice Description	Number	Number	Date	
Fund: General Fund								
Dept: Buildings & Grounds								

Total Buildings & Grounds								2,494.72
Dept: Village Tree Program								
101-285.000-803.000	Contracted			MIDWESTERN CONSULTING TREE INVENTORY	0	03088A-57	10/06/2008	257.40

Total Village Tree Program								257.40
Dept: Law Enforcement								
101-301.000-803.000	Contracted			WASHTENAW COUNTY TREASURER LAW ENFORCEMENT	0	16748	10/07/2008	34,125.75
101-301.000-920.000	Utilities			DEXTER VILLAGE 8140 MAIN	0		10/07/2008	23.67

Total Law Enforcement								34,149.42
Dept: Fire Department								
101-336.000-920.000	Utilities			DEXTER VILLAGE 8140 MAIN	0		10/07/2008	29.59
101-336.000-935.000	Bldg Maint			WINDER POLICE EQUIPMENT WARNING SIREN	0	20083435	10/07/2008	184.40

Total Fire Department								213.99
Dept: Planning Department								
101-400.000-721.000	Health & L			BLUE CARE NETWORK OF MICHIGAN COVERAGE 10/01-10/31	0	082560002579	10/06/2008	1,195.97
101-400.000-802.000	Profession			CARLISLE-WORTMAN ASSOCIATES RETAINER SERVICES	0	289-132	10/06/2008	390.00
101-400.000-958.000	Membership			AMERICAN PLANNING ASSOCIATION APA MEMBERSHIP	0	166106-080907	10/06/2008	424.00
101-400.000-977.000	Equipment			CARLISLE-WORTMAN ASSOCIATES RETAINER SERVICES	0	289-132	10/06/2008	570.00

Total Planning Department								2,579.97
Dept: Department of Public Works								
101-441.000-721.000	Health & L			BLUE CARE NETWORK OF MICHIGAN COVERAGE 10/01-10/31	0	082560002579	10/06/2008	741.50
101-441.000-721.000	Health & L			DR. BARBARA WEHR PATEINT:KURT AUGUSTINE	0	10/07/08	10/07/2008	66.50
101-441.000-740.000	Operating			LESSORS WELDING SUPPLY RENTAL	0	171362	10/06/2008	17.00
101-441.000-740.000	Operating			HACKNEY HARDWARE SEPT STATEMENTS	0	10/06/08	10/06/2008	299.21
101-441.000-740.000	Operating			PARTS PEDDLER AUTO SUPPLY SEPT STATEMENT	0	10/07/08	10/07/2008	4.09
101-441.000-740.000	Operating			S.F. STRONG DPW	0	158193-00	10/07/2008	54.57
101-441.000-745.000	Uniform Al			CINTAS CORPORATION DPW, WWTP & VILLAGE OFFICES	0		10/06/2008	352.25
101-441.000-751.000	Gasoline &			CORRIGAN OIL COMPANY DIESEL & ETHANOL	0		10/06/2008	1,012.52
101-441.000-802.000	Profession			DIVERSIFIED INSPECTION INDEPEN INSPECTION	0	168948-DIILT	10/06/2008	463.50
101-441.000-920.000	Utilities			DEXTER VILLAGE DPW	0		10/07/2008	78.70
101-441.000-920.000	Utilities			DEXTER VILLAGE 8140 MAIN	0		10/07/2008	5.91
101-441.000-920.001	Telephones			AT&T 426 8530	0		10/06/2008	143.21
101-441.000-970.001	Cap Sidewa			ROMINE CONSTRUCTION L.L.C. BROAD ST SIDEWALK	0	10/07/08	10/07/2008	4,820.00
101-441.000-970.001	Cap Sidewa			ROMINE CONSTRUCTION L.L.C. FOURTH ST SIDEWALK	0		10/07/2008	7,688.75

Total Department of Public Works								15,747.71
Dept: Downtown Public Works								
101-442.000-740.000	Operating			S.F. STRONG DPW	0	158193-00	10/07/2008	234.04
101-442.000-802.000	Profession			CARDINAL GARDENS GENERAL GROUNDS	0	525	10/06/2008	2,968.00
101-442.000-802.000	Profession			DEXTER SENIOR CITIZENS CENTER RENT	0	10/06/08	10/06/2008	50.00

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Village of Dexter

Fund Department Account	GL Number Abbrev	Vendor Name Invoice Description	Check Number	Invoice Number	Due Date	Amount
Fund: General Fund						
Dept: Downtown Public Works						
101-442.000-920.000	Utilities	DTE ENERGY DTE	0	10/06/08	10/06/2008	202.31

					Total Downtown Public Works	3,454.35
Dept: Storm Water						
101-445.000-802.000	Profession	CARLISLE-WORTMAN ASSOCIATES STORMWATER	0	289-133	10/06/2008	37.50

					Total Storm Water	37.50
Dept: Municipal Street Lights						
101-448.000-920.003	St Lights	DTE ENERGY-STREET LIGHTING 0000 7727 1	0	10/06/08	10/06/2008	4,517.81

					Total Municipal Street Lights	4,517.81
Dept: Parks & Recreation						
101-751.000-721.000	Health & L	BLUE CARE NETWORK OF MICHIGAN COVERAGE 10/01-10/31	0	082560002579	10/06/2008	119.60
101-751.000-944.000	Portable T	JOHN'S SANITATION PARKS	0	26346	10/06/2008	225.00
101-751.000-970.000	Capital Im	JJR, LLC MILL POND PARK	0	0063596	10/06/2008	4,978.38

					Total Parks & Recreation	5,322.98
Dept: Long-Term Debt						
101-850.000-996.004	'06 Facili	US BANK CORPORATE TRUST LIMITED TAX GENERAL OBLIGATION	0		10/07/2008	34,778.75

					Total Long-Term Debt	34,778.75
Dept: Insurance & Bonds						
101-851.000-721.001	Retiree He	BLUE CARE NETWORK OF MICHIGAN COVERAGE 10/01-10/31	0	082560002579	10/06/2008	2,123.80
101-851.000-911.000	Insurance	MICHIGAN MUNICIPAL RISK COVERAGE07/01/08-06/30/09	0	92294-1	10/06/2008	14,755.88

					Total Insurance & Bonds	16,879.68
Dept: Contributions						
101-875.000-965.001	CATS	WESTERN-WASH. AREA VALUE EXPR. PUBLIC TRANSPORTATION	0		10/07/2008	1,000.00
101-875.000-965.004	WAVE	WESTERN-WASH. AREA VALUE EXPR. DOOR TO DOOR	0		10/07/2008	583.33

					Total Contributions	1,583.33
Dept: Capital Improvements CIP						
101-901.000-974.008	Millcreek	ENVIRONMENTAL CONSULTING TECH PEBBLE COUNTS	0	083973	10/06/2008	750.00
101-901.000-974.008	Millcreek	URS CORPORATION DEXTER MILL DAM REMOVAL	0	3558070	10/07/2008	3,493.90

					Total Capital Improvements CIP	4,243.90
					Fund Total	132,304.35
Fund: Major Streets Fund						
Dept: Contracted Road Construction						
202-451.000-974.000	CIP Capita	ORCHARD, HILTZ & MCCLIMENT INC #0130 07 1142	0	123389	10/06/2008	7,961.50
202-451.000-974.000	CIP Capita	ORCHARD, HILTZ & MCCLIMENT INC #0130 07 0043	0	123390	10/06/2008	23,223.50
202-451.000-974.000	CIP Capita	ORCHARD, HILTZ & MCCLIMENT INC #0130 07 0045	0	123391	10/06/2008	2,833.75

					Total Contracted Road Construction	34,018.75
Dept: Routine Maintenance						
202-463.000-721.000	Health & L	BLUE CARE NETWORK OF MICHIGAN COVERAGE 10/01-10/31	0	082560002579	10/06/2008	621.90
202-463.000-740.000	Operating	BARRETT PAVING MATERIALS INC 106093	0	10710	10/06/2008	63.67
202-463.000-740.000	Operating	KLAPPERICH WELDING SIGN FRAME	0	008786	10/06/2008	235.00
202-463.000-802.000	Profession	ORCHARD, HILTZ & MCCLIMENT INC #0130 08 0041	0	123398	10/06/2008	1,148.62

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Village of Dexter

Fund	Department	Account	GL Number Abbrev	Vendor Name Invoice Description	Check Number	Invoice Number	Due Date	Amount
Fund: Major Streets Fund								
Dept: Routine Maintenance								
		202-463.000-911.000	Insurance	MICHIGAN MUNICIPAL RISK COVERAGE07/01/08-06/30/09	0	92294-1	10/06/2008	3,088.44
								5,157.63
Dept: Traffic Services								
		202-474.000-721.000	Health & L	BLUE CARE NETWORK OF MICHIGAN COVERAGE 10/01-10/31	0	082560002579	10/06/2008	191.36
		202-474.000-911.000	Insurance	MICHIGAN MUNICIPAL RISK COVERAGE07/01/08-06/30/09	0	92294-1	10/06/2008	411.79
								603.15
Dept: Winter Maintenance								
		202-478.000-721.000	Health & L	BLUE CARE NETWORK OF MICHIGAN COVERAGE 10/01-10/31	0	082560002579	10/06/2008	382.71
		202-478.000-911.000	Insurance	MICHIGAN MUNICIPAL RISK COVERAGE07/01/08-06/30/09	0	92294-1	10/06/2008	514.74
								897.45
								Fund Total
								40,676.98
Fund: Local Streets Fund								
Dept: Contracted Road Construction								
		203-451.000-803.000	Contracted	ETNA SUPPLY CO METER SUPPLIES	0	1596461	10/06/2008	700.27
		203-451.000-803.000	Contracted	METRO ENVIROMENTAL SERVICES JET SERVICE	0	38618	10/06/2008	2,425.00
		203-451.000-803.000	Contracted	HACKNEY HARDWARE SEPT STATEMENTS	0	10/06/08	10/06/2008	67.16
		203-451.000-970.000	Capital In	ORCHARD, HILTZ & MCCLIMENT INC #0130 07 0071	0	123392	10/06/2008	4,474.75
		203-451.000-970.000	Capital In	ORCHARD, HILTZ & MCCLIMENT INC #0130 07 0074	0	123393	10/06/2008	2,173.75
								9,840.93
Dept: Routine Maintenance								
		203-463.000-721.000	Health & L	BLUE CARE NETWORK OF MICHIGAN COVERAGE 10/01-10/31	0	082560002579	10/06/2008	191.36
		203-463.000-802.000	Profession	ORCHARD, HILTZ & MCCLIMENT INC #0130 08 0041	0	123398	10/06/2008	1,148.63
		203-463.000-911.000	Insurance	MICHIGAN MUNICIPAL RISK COVERAGE07/01/08-06/30/09	0	92294-1	10/06/2008	800.37
								2,140.36
Dept: Traffic Services								
		203-474.000-721.000	Health & L	BLUE CARE NETWORK OF MICHIGAN COVERAGE 10/01-10/31	0	082560002579	10/06/2008	47.84
		203-474.000-911.000	Insurance	MICHIGAN MUNICIPAL RISK COVERAGE07/01/08-06/30/09	0	92294-1	10/06/2008	400.19
								448.03
Dept: Winter Maintenance								
		203-478.000-721.000	Health & L	BLUE CARE NETWORK OF MICHIGAN COVERAGE 10/01-10/31	0	082560002579	10/06/2008	95.68
		203-478.000-911.000	Insurance	MICHIGAN MUNICIPAL RISK COVERAGE07/01/08-06/30/09	0	92294-1	10/06/2008	514.74
								610.42
								Fund Total
								13,039.74
Fund: Streetscape Debt Service Fund								
Dept: Streetscape								
		303-570.000-996.006	'02 Refund	US BANK CORPORATE TRUST GENERAL OBLIGATION UNLIMITED T	0	10/07/08	10/07/2008	22,533.75
								22,533.75
								Fund Total
								22,533.75
Fund: Special Projects Fund								

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Village of Dexter

Fund	Department	Account	GL Number	Vendor Name	Check	Invoice	Due	Amount
			Abbrev	Invoice Description	Number	Number	Date	
Fund: Special Projects Fund								
Dept: Village Hall								
401-904.000-830.007	Engineerin			CORNERSTONE DESIGN INC COMPLEX STUDY	0	10/06/08	10/06/2008	2,177.25
401-904.000-830.007	Engineerin			ORCHARD, HILTZ & MCCLIMENT INC #0130 08 0051	0	123399	10/06/2008	4,225.75
401-904.000-830.007	Engineerin			ORCHARD, HILTZ & MCCLIMENT INC #0130 08 0011	0	123397	10/06/2008	7,035.25
Total Village Hall								13,438.25
Fund Total								13,438.25
Fund: Equipment Replacement Fund								
Dept: Department of Public Works								
402-441.000-939.000	Vehicle Ma			BOULLION SALES PIPE PS OC	0	167062	10/06/2008	119.09
402-441.000-939.000	Vehicle Ma			HACKNEY HARDWARE SEPT STATEMENTS	0	10/06/08	10/06/2008	23.73
402-441.000-939.000	Vehicle Ma			NK DESIGNS INC. POWDER COATING	0	1990	10/06/2008	700.00
402-441.000-939.000	Vehicle Ma			PARTS PEDDLER AUTO SUPPLY SEPT STATEMENT	0	10/07/08	10/07/2008	15.59
402-441.000-939.000	Vehicle Ma			TRI COUNTY INTERNATIONAL TRUCK MAINTENANCE	0	J282740054	10/07/2008	1,385.89
Total Department of Public Works								2,244.30
Fund Total								2,244.30
Fund: Sewer Enterprise Fund								
Dept: Administration								
590-248.000-811.000	Atty Misc			DYKEMA GOSSETT PLLC LEGAL SERVICES	0	1235494	10/06/2008	922.00
590-248.000-811.000	Atty Misc			VARNUM, RIDDERING, SCHMIDT NPDES PERMIT	0	771020	10/07/2008	180.00
Total Administration								1,102.00
Dept: Sewer Utilities Department								
590-548.000-721.000	Health & L			BLUE CARE NETWORK OF MICHIGAN COVERAGE 10/01-10/31	0	082560002579	10/06/2008	4,431.66
590-548.000-740.000	Operating			CRIBLEY WELL DRILLING CO INC WWTP	0	10/06/08	10/06/2008	4.25
590-548.000-740.000	Operating			HACKNEY HARDWARE SEPT STATEMENTS	0	10/06/08	10/06/2008	43.43
590-548.000-740.000	Operating			S. F. STRONG WWTP	0	158001-00	10/07/2008	57.48
590-548.000-742.000	Chem Plant			ALEXANDER CHEMICAL CORPORATION LAB	0	0404250	10/06/2008	1,831.50
590-548.000-742.000	Chem Plant			ALEXANDER CHEMICAL CORPORATION CREDIT	0	0404251	10/06/2008	-570.00
590-548.000-743.000	Chem Lab			KENCO, INC. LAB	0	10/06/08	10/06/2008	22.01
590-548.000-743.000	Chem Lab			IDEXX DISTRIBUTION CORP LAB	0	232801670	10/06/2008	125.38
590-548.000-743.000	Chem Lab			NORTH CENTRAL LABORATORIES LAB	0	241627	10/06/2008	151.32
590-548.000-745.000	Uniform Al			CINTAS CORPORATION DPW, WWTP & VILLAGE OFFICES	0		10/06/2008	225.00
590-548.000-751.000	Gasoline &			CORRIGAN OIL COMPANY DIESEL & ETHANOL	0		10/06/2008	1,151.86
590-548.000-802.000	Profession			KENNEDY INDUSTRIES, INC. SERVICE CALL	0	509671	10/06/2008	504.00
590-548.000-802.000	Profession			MASTERCRAFT PLUMBING GENERATOR	0	11092	10/06/2008	1,395.00
590-548.000-824.000	Testing &			ANN ARBOR TECHNICAL SERVICES LAB	0	2933	10/06/2008	80.00
590-548.000-911.000	Insurance			MICHIGAN MUNICIPAL RISK COVERAGE 07/01/08-06/30/09	0	92294-1	10/06/2008	10,294.80
590-548.000-920.000	Utilities			DTE ENERGY	0	10/06/08	10/06/2008	4,720.63
590-548.000-920.000	Utilities			DEXTER VILLAGE WWTP	0	10/07/08	10/07/2008	2,543.20

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Fund	Department	Account	GL Number	Vendor Name	Check	Invoice	Due	Amount
			Abbrev	Invoice Description	Number	Number	Date	
Fund: Sewer Enterprise Fund								
Dept: Sewer Utilities Department								
590-548.000-920.001	Telephones		AT&T	424 1425 2430	0	10/06/08	10/06/2008	89.74
590-548.000-920.001	Telephones		AT&T	426 4572	0		10/06/2008	693.01
590-548.000-920.001	Telephones		AVAYA, INC.	WWTP	0	2727839149	10/06/2008	125.16
590-548.000-937.000	Equip Main		BOULLION SALES	SCALP ROLLER	0	167242	10/06/2008	99.26
590-548.000-937.000	Equip Main		COMPUTER ALLEY WEST	TECH SERVICES	0	70314	10/06/2008	217.95
590-548.000-937.000	Equip Main		PARTS PEDDLER AUTO SUPPLY	SEPT STATEMENT	0		10/07/2008	30.58
590-548.000-939.000	Vehicle Ma		SCHWALBACH'S AUTO CARE	REPLACED SEAL	0		10/07/2008	37.95
590-548.000-977.000	Equipment		MORRIS ELECTRIC INC	GENERATION INSTALLATION	0		10/06/2008	7,550.00
Total Sewer Utilities Department								35,855.17
Dept: Capital Improvements CIP								
590-901.000-974.000	CIP Capita		ORCHARD, HILTZ & MCCLIMENT INC	#0130 07 0091	0		10/06/2008	387.25
						123394		
Total Capital Improvements CIP								387.25
Fund Total								37,344.42
Fund: Water Enterprise Fund								
Dept: Administration								
591-248.000-811.000	Atty Misc		DYKEMA GOSSETT PLLC	LEGAL SERVICES	0		10/06/2008	230.00
						1235494		
Total Administration								230.00
Dept: Water Utilities Department								
591-556.000-721.000	Health & L		BLUE CARE NETWORK OF MICHIGAN	COVERAGE 10/01-10/31	0		10/06/2008	1,107.91
591-556.000-740.000	Operating		HACKNEY HARDWARE	SEPT STATEMENTS	0	082560002579	10/06/2008	57.74
591-556.000-745.000	Uniform Al		CINTAS CORPORATION	DPW, WWTP & VILLAGE OFFICES	0		10/06/2008	202.85
591-556.000-751.000	Gasoline &		CORRIGAN OIL COMPANY	DIESEL & ETHANOL	0		10/06/2008	997.68
591-556.000-802.000	Profession		J & J CONTRACTING, INC	THIRD ST PROJECT	0		10/06/2008	900.00
591-556.000-911.000	Insurance		MICHIGAN MUNICIPAL RISK	COVERAGE07/01/08-06/30/09	0	92294-1	10/06/2008	3,535.05
591-556.000-920.000	Utilities		DTE ENERGY OUTDOOR LIGHTING	3219 953 0018 3	0		10/06/2008	21.00
591-556.000-920.000	Utilities		DTE ENERGY	DTE	0		10/06/2008	26.80
591-556.000-920.001	Telephones		AT&T	426 4572	0		10/06/08	357.00
591-556.000-937.000	Equip Main		PARTS PEDDLER AUTO SUPPLY	SEPT STATEMENT	0		10/07/2008	12.76
591-556.000-939.000	Vehicle Ma		LA FONTAINE	LABOR	0	CVCS41341	10/06/2008	96.00
591-556.000-977.000	Equipment		ETNA SUPPLY CO	METER SUPPLIES	0	1591532	10/06/2008	267.11
591-556.000-977.000	Equipment		ETNA SUPPLY CO	METER SUPPLIES	0	1593788	10/06/2008	327.86
591-556.000-977.000	Equipment		MICHIGAN PIPE & VALVE, INC.	DISCHARGE HOSE	0	72034	10/06/2008	110.00
Total Water Utilities Department								8,019.76
Fund Total								8,249.76
Fund: Trust & Agency Fund								
Dept: Assets, Liabilities & Revenue								
701-000.000-253.043	Dexter Dis		ORCHARD, HILTZ & MCCLIMENT INC	#0130 06 1043	0		10/07/2008	1,544.00
						#123386		

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Village of Dexter

Fund	Department	GL Number	Vendor Name	Check	Invoice	Due	Amount
	Account	Abbrev	Invoice Description	Number	Number	Date	
Fund: Trust & Agency Fund							
Dept: Assets, Liabilities & Revenue							
	701-000.000-253.051	Schulz Dev	ORCHARD, HILTZ & MCCLIMENT INC #0130 07 1011	0	123395	10/06/2008	156.00
	701-000.000-253.052	X-Space	ORCHARD, HILTZ & MCCLIMENT INC #0130 07 1023	0	123396	10/06/2008	444.75
	701-000.000-253.053	Cedars of	ORCHARD, HILTZ & MCCLIMENT INC #0130 06 1052	0	123387	10/06/2008	473.00
	701-000.000-253.053	Cedars of	ORCHARD, HILTZ & MCCLIMENT INC #0130 06 1053	0	123388	10/06/2008	1,238.50
Total Assets, Liabilities & Revenue							3,856.25
Fund Total							3,856.25
Grand Total							273,687.80 ✓

AGENDA 10-13-08
 ITEM 5-2

Budget Amendment Form - Council Approval Required
 Fiscal Year 2008/2009

Line #	Description	Original Budget	Amended Budget	Difference	Reason for Amendment
101-875.000-965.005	Contribution - Gordon Hall	\$ 20,000	\$ 60,000	\$ 40,000	Approved at Council meeting 9-22-08
101-890.000-955.000	Contingencies	\$ 50,000	\$ 10,000	\$ (40,000)	
<i>Net change in budget</i>				\$ -	

Approved by Council on October 13, 2008

 David Boyle, Village of Dexter Clerk

COMMISSIONERS
 FRED J. VEIGEL
 CHAIR
 DAVID E. RUTLEDGE
 VICE CHAIR
 VACANT
 MEMBER

WASHTENAW COUNTY
BOARD OF COUNTY ROAD COMMISSIONERS
 555 NORTH ZEEB ROAD
 ANN ARBOR, MICHIGAN 48103
 www.wcroads.org

STEVEN M. POURI, P.E.
 MANAGING DIRECTOR
 ROY D. TOWNSEND, P.E.
 DIRECTOR OF ENGINEERING/
 COUNTY HIGHWAY ENGINEER
 JAMES D. HARMON, P.E.
 DIRECTOR OF OPERATIONS
 TELEPHONE (734) 761-1500
 FAX: (734) 761-3239

September 26, 2008

Mr. Gerald W. Fulcher, Jr., P.E., Chief
 Transportation and Flood Hazard Unit
 Land and Water Management Division
 Michigan Department of Environmental Quality
 525 West Allegan Street - P.O. Box 30458
 Lansing, Michigan 48909-7958

Dear Mr. Fulcher:

We are writing you as a follow up to our on site meeting yesterday afternoon, which included representatives from the Michigan Department of Environmental Quality, Michigan Department of Natural Resources, Washtenaw County Road Commission, Village of Dexter, URS and the E.T. MacKenzie Company. We appreciate your efforts to ensure that all key MDEQ and MDNR staff were on-site to review our progress and discuss next steps in the dam removal / stream restoration process. This resulted in a very productive meeting.

The purpose of this letter is to summarize key decisions and next steps. We agreed on the following:

- **Seeding requirements:** Areas exposed immediately after the drawdown are largely revegetated. We will continue to monitor this area and, should bare soil areas be identified, seeding will proceed promptly with either an annual grass or perennial vegetation. Per earlier agreement, any remaining bare soil areas or unstable banks as of May / June 2009 will be stabilized with native plantings.
- **Rock Control Structure Installation:** We will continue to make every effort to complete installation of the upstream rock control structures by September 30, 2008. The downstream double throat cross rock vane structure was adjusted to final grade yesterday. We will be working with our stream restoration specialist through early next week to complete the installation of the remaining rock structures. The Temporary Access Road will remain at its current elevation until this work is completed, at which time it will be reconfigured and adjusted to its final grade. Some "fine-tuning" of the rock control structures may be required at that time.
- **Sediment traps:** From this point forward, only the downstream trap will be cleaned, as needed, using current techniques. We have already experienced a bankfull event, so monitoring will focus on upstream headcutting. The sediment trap will be monitored following installation of all rock control structures and a decision concerning additional cleaning will be made at that time. The intent is to conclude sediment trap cleaning upon the conclusion of the project.
- **Monitoring:** Additional monitoring (i.e., longitudinal profile and pebble count) will take place in late 2008 at the substantial completion of the project. Based upon monitoring outcomes, a decision will then be made as to whether monitoring in subsequent years is necessary.
- **Wetland Delineation:** Following installation of all rock control structures (and subsequent establishment of the creek elevation); the impoundment will be surveyed to delineate wetland areas from upland areas. Those areas that are two or more feet above the new creek elevation will be identified and submitted to MDEQ with a proposed delineation for review and approval.

- **Grouted Concrete Apron:** The apron will be removed per consultation today and the September 12, 2008 permit modification request submitted to the MDEQ. Grade control, as specified in the permit, will be maintained and measures will be taken to avoid / minimize mobilization of sediment. The broken apron material may be used to fill any void or scour area found underneath the apron. (Note: The demolition of the apron was initiated yesterday, with anticipated completion today or Saturday. Completion time will be a function of both conditions we experience with the apron and availability of equipment. We will concurrently be installing the remaining rock structures, working from the downstream up.)

Also, updated information related to the sediment removal and upstream monitoring points is being summarized, and we will be forwarding this information to you early next week.

We hope this is a helpful summary of the decisions reached, and welcome any additions or corrections. We look forward to working with you on the balance of this project.

Sincerely,



Aaron L. Berkholz, P.E.
Washtenaw County Road Commission
Construction Supervisor / Project Engineer



Donna Dettling
Village of Dexter
Village Manager



RECEIVED

DEC 12 2007

JENNIFER M. GRANHOLM
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF TRANSPORTATION
LANSING

WASHTENAW COUNTY
ROAD COMMISSION
DIRECTOR

December 10, 2007

Mr. Roy Townsend
Director of Engineering
Washtenaw County Road Commission
555 N. Zeeb Road
Ann Arbor, Michigan 48103

Dear Mr. Townsend:

Per our discussion of December 7, 2007, enclosed is a document with estimated costs for constructing a new railroad structure and roadway to relocate Dexter Road southwest of the existing structure. The document contains three estimates.

1. The estimate prepared by URS as part of the relocation study, but modified to include items such as preliminary engineering, railroad engineering, construction engineering, and fiber-optic relocation.
2. An estimate prepared after meeting with URS on December 3, 2007, to discuss the proposed construction staging and offset requirements to maintain rail traffic adjacent to the new bridge construction. The estimate is based on the allowance to place a steel sheeting wall between 8'-6" to 10'-0" to the centerline of the existing rail and using a soil nail support system through the existing rail embankment.
3. An estimate based on much more significant shoe-fly construction and requiring more separation between construction activity and the existing rail line.

The Michigan Department of Transportation (MDOT) is providing these estimates to assist in determining the needed resources to design and construct the project. Each estimate has engineering assumptions that control the reasonableness of the estimate. MDOT recommends that the Washtenaw County Road Commission submit a preliminary engineering document to the Norfolk Southern Railroad to verify their conceptual approval of the proposed construction scheme. Of most importance is their willingness to accept the proposed sheeting system as proposed by URS to be within 8'-6" to 10'-0" of the centerline of the existing rail line.

If you have any questions, please contact me at 517-373-0030.

Sincerely,

Mark A. Van Port Fleet, P.E.
Engineer of Design

Enclosure

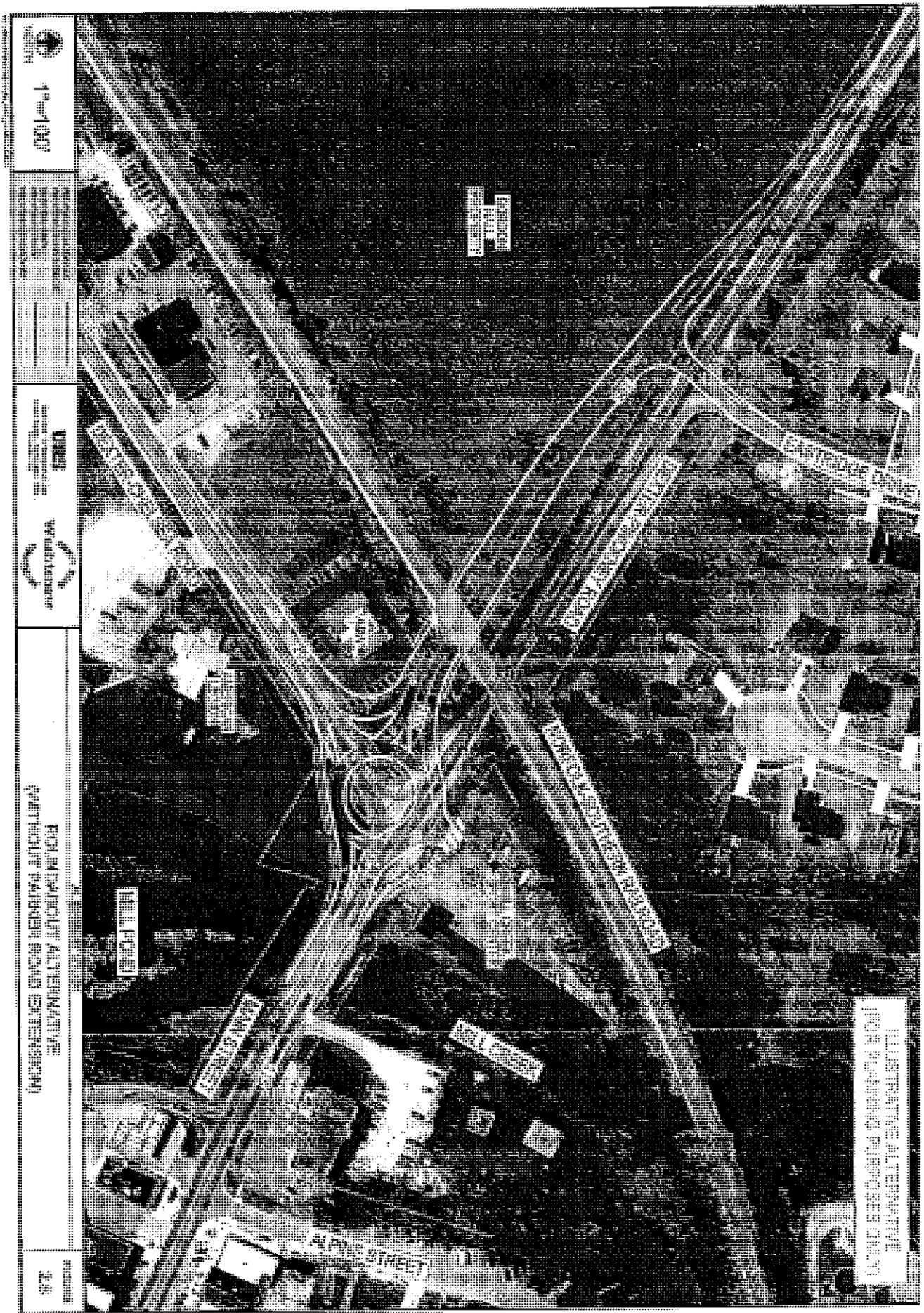
cc: Pam Byrnes, State Representative

Cost Estimates to Construct a New Railroad Structure at NS Railroad and Dexter Road Relocated

Work Items	Estimate 1 URS Estimate	Estimate 2 Updated MDOT Estimate based on URS Alternate	Estimate 3 Dexter Road based on Farm Lane Cost Estimate
Shoo-fly (4000' of Single Track)	\$ 600,000.00	\$ 600,000.00	\$ 2,195,000.00
Railroad Bridge	\$ 1,446,000.00 (75' X 39' = \$495/sft)	\$ 1,619,000.00 (75' X 39' = \$554/sft)	\$ 1,790,000.00 (75' X 39' @ \$612/sft)
Fiber Optic Relocation	\$ 326,000.00 (included in contingency)	\$ 516,000.00 (est. cost base on 2 lines)	\$ 516,000.00 (est. cost base on 2 lines)
Preliminary Engineering (for Norfolk Southern RR)	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00
Preliminary Engineering (for Design Consultant)	\$ 340,000.00 (= 12% due to RR work)	\$ 400,000.00 (= 12% due to RR work)	\$ 605,000.00 (= 12% due to RR work)
Steel Sheeting Wall (includes tie backs)	\$ 350,000.00	\$ 360,000.00	\$ 358,000.00
Construction Engineering	\$ 425,000.00 (= 15% of construction \$)	\$ 310,000.00 (= 10% of large project)	\$ 504,000.00 (= 10% of large project)
Flagging	\$ 125,000.00 (\$700/day for 180 days)	\$ 180,000.00 (\$1000/day for 180 days)	\$ 180,000.00 (\$1000/day for 180 days)
Construction Engineering (for Norfolk Southern RR)	\$ 200,000.00 (estimated cost)	\$ 200,000.00 (estimated cost)	\$ 200,000.00 (estimated cost)
Mobilization (10%)	\$ 285,000.00	\$ 350,000.00	\$ 504,000.00
Roadwork (from URS Estimate):	\$ 4,297,000.00	\$ 4,735,000.00	\$ 7,052,000.00
	\$ 1,427,000.00	\$ 1,427,000.00	\$ 1,427,000.00
Right of Way	\$ 873,000.00	\$ 873,000.00	\$ 873,000.00
Total Cost:	\$ 6,597,000.00	\$ 7,035,000.00	\$ 9,352,000.00
Total Cost Inflated to 2010 (Based on 5% per year)	\$ 7,637,000.00	\$ 8,144,000.00	\$ 10,826,000.00
URS Original Estimate:	\$ 4,050,000.00	\$ 4,050,000.00 (Did not include engineering for design or Norfolk Southern RR)	

Major Assumptions in Estimates 1 & 2:

1. The raised berm carrying the tracks is wide enough to carry the second set of rails. This is a major concern for part width construction.
2. The sheet piling wall can be designed to hold back an active track within the narrow width that exists.
3. The existing bridges are wide enough to carry the second set of rails without being widened. (Applies to Estimate 3 Also)
4. There are only two fiber optic lines that need to be relocated temporarily and returned when project is complete.



Scale: 1" = 100'

Legend

VISS
WINDMILLER

ROADWAY ALTERNATIVE
(PARTICULAR PAVEMENT ROAD EXTENSION)

2/26

ILLUSTRATIVE ALTERNATIVE
FOR PLANNING PURPOSES ONLY

VILLAGE OF DEXTER

cnicholls@villageofdexter.org

8140 Main Street Dexter, MI 48130-1092

Phone (734)426-8303 ext 17 Fax (734)426-5614

MEMO

To: President Keough and Council Members
From: Courtney Nicholls, Assistant Village Manager
Date: October 13, 2008
Re: Municipal Employees' Retirement System of Michigan (MERS) - Program "E" Post-retirement adjustment

Attached is a resolution for adopting benefit program "E" increase to be effective on January 1, 2009.

The choices available are:

- traditional "E" – 2% adjustment back to January 2007, which was the last time an "E" was adopted
 - o the actuarial report indicates that this will cost an additional \$2,280 per year, which is an increase on the MERS multiplier of .28%. Amortized over 28 years, the accrued liability for the 2% adjustment is \$40,164
- flexible "E" which is any percentage, dollar amount or length preferred

We are recommending that the Village adopt the flexible "E" with a 2% increase for all current retirees for calendar year 2009 only. This change will cost less than the figures provided by MERS for adoption of the traditional "E".



MUNICIPAL EMPLOYEES' RETIREMENT SYSTEM OF MICHIGAN

UNIFORM RESOLUTION FOR ADOPTING BENEFIT PROGRAM "E" INCREASE TO BE EFFECTIVE ON ADJUSTMENT DATE JANUARY 1, 2009

Must be filed with MERS by November 25, 2008, to be effective for Calendar 2009

Note: Numbers 1 and 2 must be completed.

1. As authorized by Section 20 of the MERS Plan Document as revised the _____ (Participating Municipality)

_____ (Municipality No.) adopts for the following (circle only A or B):

A. All retirees and beneficiaries.

or

B. Retirees and beneficiaries in Divisions: _____ Specify Division Number(s)

2. The increase will be (Traditional E or Flexible E—choose either A or B):

A. Traditional E (For all who retired on or before December 31, 2007, as computed in the actuary's cost analysis.)

Two percent (2%) of the retirement allowance payable immediately prior to the adjustment date, for each complete calendar year since the last adjustment date for which Benefit E was adopted, or effective date of retirement allowance, whichever is shorter.

or

B. Flexible E (Complete the following.)

1) Type of increase _____ % or flat dollar amount per month \$ _____.

2) Increase applies in the following manner:

(a) Only those retired on or before _____, _____.

(b) Number of years for adjustment _____.

I certify that this Resolution was adopted by the _____ Governing Body

at its meeting held on _____, _____.

Dated: _____

Signature of Authorized Official

Title

Village of Dexter (8217 - 01) - General (Division 1)
Employer Computed Contributions -- Based on 12/31/2007 Actuarial Valuation

Under Benefit Program E, each retirement benefit being paid before the program becomes effective is redetermined the next January 1 by multiplying the retirement benefit otherwise payable by the following percent: 100% plus 2% for each full year in the period from the date the retirement benefit became effective (or the last applicable E adoption date, if later) to the January 1 as of which the redetermination is being made (1/1/2009). Retirees already covered under Benefit Program E-1 or E-2 are not affected.

	Current Benefits	Proposed Benefit E	Difference
1. Member Counts			
a) Active	15	15	0
b) Retired - Affected by Benefit E	6	6	0
c) - Not Affected by Benefit E	0	0	0
d) - Total	6	6	0
e) Vested Former Members	0	0	0
f) Total	21	21	0
2. Annual Payroll			
a) Active Members	\$812,681	\$812,681	\$0
b) Retiree Benefits - Affected by Benefit E	\$72,407	\$76,430	\$4,023
c) - Not Affected by Benefit E	0	0	0
d) - Total	\$72,407	\$76,430	\$4,023
e) Deferred Vested Benefits	\$0	\$0	\$0
3. Actuarial Value of Assets	\$2,046,134	\$2,046,134	\$0
4. Actuarial Accrued Liability			
a) Active	\$1,978,498	\$1,978,498	\$0
b) Retired	791,666	831,830	40,164
c) Vested Former Members	0	0	0
d) Pending Refunds	15,023	15,023	0
e) Total	\$2,785,187	\$2,825,351	\$40,164
5. Unfunded Accrued Liability (UAL) (4e - 3)	\$739,053	\$779,217	\$40,164
6. Division Percent Funded (3 / 4e)	73.5%	72.4%	(1.1%)
7. Cost as a Percentage of Payroll			
a) Employer Normal Cost	5.08%	5.08%	0.00%
b) Amort. of UAL (over 28 years)	4.73	5.01	0.28
c) Total Long Term Employer Contribution (7a + 7b)	9.81	10.09	0.28
d) Overfunding Credit	0.00	0.00	
e) Total Regular Employer Contribution % (7c + 7d)	9.81%	10.09%	
f) Total Regular Employer Contribution \$ (7e x 2a)	\$79,716	\$81,996	\$2,280

As shown in item 5, the lump sum payment required to fully fund the adoption of Benefit Program E is \$40,164. If, instead, the liability increase is amortized over 28 years, the increase in the long term employer contribution requirement will be 0.28% of active member payroll (item 7c). Based on valuation payroll (item 2a), and overfunding credits, if any, the first year contribution increase will be \$2,280 (item 7f).

Should this division be closed to new hires, then the Board-approved Amortization Policy for Closed Divisions Within Open Municipalities shall apply. The policy decreases the MERS standard amortization period for unfunded accrued liabilities by 2 years each valuation year, until a minimum 5 year amortization is attained. This would result in larger near-term employer contributions for unfunded liabilities, if any.

Village of Dexter (8217)

Table 25

Benefit Provision History

The following benefit provision history is provided by MERS. Any corrections to this history or discrepancies between this information and information displayed elsewhere in the valuation report should be reported to MERS' Employer Services Division, to the attention of Sharlene Pallick (800-767-6377 ext. 252; SPallick@mersofmich.com).

Division 01 - General

Provisions by Date

1/1/2006	E 2% COLA Adopted (01/01/2006)
12/1/2005	Fiscal Month - July
1/1/2005	E 2% COLA Adopted (01/01/2005)
6/1/2004	Temporary 23 Years & Out (06/01/2004 - 08/03/2004)
1/1/2004	E 2% COLA Adopted (01/01/2004)
1/1/2003	E 2% COLA Adopted (01/01/2003)
3/1/1999	Benefit B-3 (80% max)
1/1/1998	E 2% COLA Adopted (01/01/1998)
1/1/1997	E 2% COLA Adopted (01/01/1997)
1/1/1996	E 2% COLA Adopted (01/01/1996)
1/1/1995	E 2% COLA Adopted (01/01/1995)
1/1/1992	E 2% COLA Adopted (01/01/1992)
11/1/1991	E 2% COLA Adopted (11/01/1991)
10/1/1991	Benefit FAC-3 (3 Year Final Average Compensation)
10/1/1991	Benefit C-2/Base B-1
10/1/1991	Benefit F55 (With 25 Years of Service)
1/1/1988	E 2% COLA Adopted (01/01/1988)
3/1/1980	10 Year Vesting
3/1/1980	Benefit FAC-5 (5 Year Final Average Compensation)
3/1/1980	Benefit C-1 (Old)
3/1/1980	Member Contribution Rate 4.00%

AGENDA 10-13-08

ITEM L-2

VILLAGE OF DEXTER

ddettling@villageofdexter.org

8140 Main Street Dexter, MI 48130-1092

Phone (734)426-8303 Fax (734)426-5614

MEMO

To: President Keough and Council
From: Donna Dettling, Village Manager
Date: October 13, 2008
Re: Proposal for Design services for the Equalization Basin

Attached are two proposals for Design services for the Equalization Basin. Per the Village organizational matters both OHM and Jones and Henry "J&H" are preferred engineering professionals for Water and Wastewater improvement projects and were asked to submit proposals for professional service for the design of the EQ Basin.

Ed Lobdell and I are recommending acceptance of the OHM proposal for professional Engineering Design Services for the EQ Basin at a not to exceed amount of \$129,332.00. We feel that the \$10,000 difference in proposals is made up in value added items in the OHM proposal such as; pre-bid meeting at WWTP, architectural services (as needed), more specific daily equalization design verses storm event design, and integration of Utilities Instrumentation Services into the control system.

Ongoing coordination with the Department of Environmental Quality on State Revolving Loan requirements as well as the Administrative Consent Order requirements also brings specific value added services to OHM's Proposal.

There was also a concern that J&H would require additional interface with OHM to complete their work, which could increase the overall cost of the project to the Village.



STATE OF MICHIGAN
DEPARTMENT OF ENVIRONMENTAL QUALITY
LANSING



JENNIFER M. GRANHOLM
GOVERNOR

STEVEN E. CHESTER
DIRECTOR

October 2, 2008

Ms. Donna Dettling, Village Manager
Dexter, Village of
8140 Main Street
Dexter, Michigan 48130

Dear Ms. Dettling:

SUBJECT: Establishment of Fundable Range
State Revolving Fund (SRF)
Project No.: 5291-01

The fiscal year (FY) 2009 SRF fundable range has been established, with approximately \$579 million in lending capacity available in Michigan during the year. The fundable range relies on the lending capacity generated by existing fund assets, as well as assumed capitalization from federal grants and the sale of Great Lakes Water Quality Bonds. As the result of a dramatic increase in loan demand and budget cuts that have reduced general fund state match contributions to the SRF, available lending capacity is **not** sufficient to fund all projects seeking assistance. Each project identified as fundable is assured funding up to the amount identified, contingent upon the applicant's ability to meet a milestone schedule and satisfy application requirements. Projects identified as contingent currently lie beyond the fundable range, and will have access to funds only if fundable range projects do not proceed and are bypassed, or additional capitalization becomes available.

Attached is a copy of the Fundable Range Quarterly Report for FY 2009. Projects in the fundable range are listed in the quarter of their targeted funding, while those outside the fundable range are shown in priority order as contingent projects. For information purposes, projects with anticipated loan-closing dates in FY 2010 and beyond are listed as future projects. Please note the interest rate will be 2.5 percent for all FY 2009 loans.

Fundable range applicants: You are strongly advised to follow through with the actions necessary to complete the application process. To facilitate completion of that process, if your project manager has not already done so, he/she will contact you shortly to negotiate a project milestone schedule as required by law. It will be imperative that the dates in your schedule be met. S2 Grant recipients should note that a fundable range designation for a S2 generated project requires that you complete the SRF application process and close on a loan in FY 2009, or the S2 Grant will need to be repaid, with interest.

Contingent projects: Staff shortages, the result of a state hiring freeze, coupled with an increase in applications to the revolving fund programs, may prevent the Department from agreeing to a milestone schedule for some projects. Your project manager will inform you if the DEQ will be able to assist with the completion of your application during FY 2009 and can also discuss bypass potential, as well as funding possibilities for your project in FY 2010 or beyond. S2 Grant recipients with projects designated as contingent are reminded of the need to eventually complete the SRF application process and proceed to construct the S2 associated project with SRF financing when it becomes available, or the grant will have to be repaid, with interest. Provided S2 recipients complete the scope of grant-funded activities and the project remains on the priority list for future funding, the three-year payback condition will not initially be

Ms. Donna Dettling, Village Manager
October 2, 2008
Page 2

enforced. The DEQ is hopeful that SRF funds will be available in FY 2010 for those projects that cannot be funded in FY 2009.

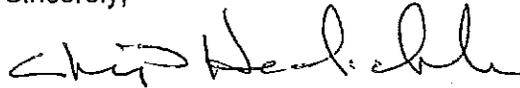
S2 Grant recipients who choose to construct their project(s) with financing by means other than the SRF program or who choose not to construct the project will also be required to repay their S2 Grant.

Milestone schedules will contain specific dates for completion of critical application tasks. If you are not in a position to negotiate a schedule or are unable to adhere to the dates in a negotiated schedule, action may be initiated which would result in your project being bypassed and/or deferred to FY 2010 or later.

Also attached to this letter is a copy of the FY 2009 Quarterly Financing Schedule, which contains dates that must be adhered to in order to bring a project successfully through the application process. In addition, this attachment lists those items and activities that constitute a complete, approvable application.

If you have any questions, please consult your project manager, or you can contact me at the telephone number listed below.

Sincerely,



Chip Heckathorn, Chief
Revolving Loan and Operator Certification Section
Environmental Science and Service Division
517-373-4725

Attachments

cc: Mr. rhett gronevelt, Orchard, Hiltz & McCliment Inc
Ms. Karen Totzke, DEQ-RLOCS, East Unit
Jackson District Office, DEQ-Water Bureau

2009 FINANCING SCHEDULE
 for the State Revolving Fund (SRF), the
 Drinking Water Revolving Fund (DWRf) and the
 Strategic Water Quality Initiatives Fund (SWQIF)

	QUARTER 1	QUARTER 2	QUARTER 3	QUARTER 4
Part I of Application Due	09/08/08	11/26/08	02/20/09	05/28/09
Part II Application Due FNSI Clearance Plans & Specs Approved User Charge System Approved	09/26/08	01/06/09	03/27/09	06/19/09
Bid Ad Published No Later Than	09/22/08	01/05/09	03/31/09	06/22/09
Part III of Application Due Bid Data Submittal (With Tentative Contract Award)	11/07/08	02/20/09	05/15/09	08/07/09
DEQ Order of Approval Issued*	11/25/08	03/13/09	06/05/09	08/28/09
Borrower's Pre-Closing with the Michigan Municipal Bond Authority (MMBA)	12/09/08	03/20/09	06/12/09	09/11/09
MMBA CLOSING	12/19/08	04/03/09	06/22/09	09/21/09

*In addition to MMBA requirements, all municipal bond sales must be reviewed and approved by the Local Audit and Finance Division of the Michigan Department of Treasury before an Order of Approval can be issued.

AN APPROVABLE APPLICATION FOR A REVOLVING FUND LOAN MUST INCLUDE:

1. A completed revolving fund application (Parts I, II, and III) including all required application information and assurances.
2. A detailed project description, cost breakdown, and project schedule.
3. Financial documentation to demonstrate ability for timely repayment of the loan and other assurances required by the application. (Part I)
4. If applicable, all executed intermunicipal service agreements. (Part II)
5. An approved User Charge System. (Part II)
6. An approved Project Plan. (Part II)
7. A set of plans and specifications suitable for bidding, including DEQ construction permit. (Part II)
8. A certified resolution from the applicant designating an authorized representative. (Part II)
9. Verification that the project has been advertised for bids or other appropriate procurement action. (Part II)

DEQ State Revolving Fund: Fundable Range Quarterly Report - Fiscal Year: 2009

SRF

1st Quarter Projects		Binding Commitment Date: 11/25/2008		
5175-07	Detroit	Wayne Co	Seg 7 CSO; Okwd Swrs (PCS-79)	\$29,080,000
5175-11	Detroit	Wayne Co	Seg 10 CSO; URT PC-764 (2)	\$98,890,000
5278-02	Monroe Co	Monroe	WWTP Upgrd (financial seg)	\$3,000,000
5300-02	Allegan	Allegan Co	WWTP Impr (financial seg)	\$1,600,000
5302-01	Detroit	Wayne Co	Seg 1; Mod DRO2 PC- 771(1)	\$108,100,000
5304-02	Muskegon Co	Muskegon Co Metro	Seg 2 - Swr Sys Impr (FM Repl)	\$21,400,000
5319-02	Chelsea	Washtenaw Co	WWTP Upgrd/Expan (financial seg)	\$750,000
1st Quarter Total		7 Projects		\$262,820,000
2nd Quarter Projects		Binding Commitment Date: 3/13/2009		
5005-22	Lansing	Ingham Co	Seg 22 CSO; Swr Sep, Phase V-1	\$25,570,000
5006-16	Port Huron	St Clair Co	Seg 16 CSO; Swr Sep (21st-Ph 1)	\$7,105,000
5207-08	Dearborn	Wayne Co	Seg 6 CSO; Phase B Tr Shaft 2	\$65,000,000
5290-01	Niles	Berrien Co	WWTP Upgrd	\$10,940,000
5329-01	Benton Harbor	Berrien Co	Swr Sys Impr	\$5,820,000
5337-01	Allen's Creek DD	Ann Arbor	Storm Water BMPs (Stadium/Farmers Mkt)	\$2,300,000
5340-01	Garfield Twp	Gr Traverse Co	Swr Sys Impr	\$1,100,000
5345-01	Centerline	Macomb	SSO; Outlet Swr Imp; Swr Rehab	\$8,200,000
5346-01	Fraser	Macomb	SSO; Relief Swr	\$12,950,000
2nd Quarter Total		9 Projects		\$138,985,000
3rd Quarter Projects		Binding Commitment Date: 6/5/2009		
5175-08	Detroit	Wayne Co	Seg 8 CSO; Okwd Swrs (PCS-80&81)	\$45,500,000
5256-01	Fenton	Genesee Co	Sewer Rehab, Upgrd PS	\$2,750,000
5295-01	Auburn Hills	Oakland Co	NPS; 4 city owned properties	\$300,000
5298-01	Auburn Hills	Oakland Co	NPS- Galloway Cr	\$1,735,000
5307-01	Howard City	Montcalm Co	WWTP/PS Upgrd; Swr Repl;Outfl	\$2,180,000
5318-01	Bingham Twp	Clinton Co	WWTP Impr	\$1,500,000
5323-01	Branch Co	Coldwater	Swr Repl	\$2,470,000
5328-01	Buchanan	Berrien Co	WWTP/PS Upgrd; Swr/Outfall Rehab	\$1,990,000
5334-01	YCUA	Washtenaw Co	PS Upgrd (Martz)	\$2,450,000
5335-01	YCUA	Washtenaw Co	PS Upgrd (Willow Run)	\$2,640,000
5338-01	Allen's Creek DD	Ann Arbor	Storm Water BMPs (Pioneer HS)	\$4,415,000
5347-01	Scio Twp	Washtenaw Co	Swr Rehab; PS Upgrd	\$5,305,000
5352-01	Branch Co	Coldwater	WWTP Upgrd	\$2,080,000
3rd Quarter Total		13 Projects		\$75,315,000
4th Quarter Projects		Binding Commitment Date: 8/28/2009		
5207-07	Dearborn	Wayne Co	Seg 7 CSO; Phase B Tr Shaft 1&5	\$55,000,000
5217-08	Wayne Co	Downriver WWTF	WWTP Impr-Seg 8-Influent PS	\$1,150,000
5217-09	Wayne Co	Downriver WWTF	WWTP Impr-Seg 9-Chem Feed	\$785,000
5217-10	Wayne Co	Downriver WWTF	WWTP Impr-Seg 10-Scum Fac	\$2,340,000
5217-11	Wayne Co	Downriver WWTF	WWTP Impr-Seg 11-Aeration Train	\$2,895,000
5217-12	Wayne Co	Downriver WWTF	WWTP Impr-Seg 12-Prim Tank Gates	\$2,635,000
5217-14	Wayne Co	Downriver WWTF	WWTP Impr-Seg 14-Elec (1)	\$1,820,000
5247-01	Allen Park	Wayne Co	SSO; Relief Swr	\$19,500,000
5291-01	Dexter	Washtenaw Co	EQ Basin; Swr Rehab	\$3,545,000
5310-01	Allegan Twp	Allegan Co	New CS (Miner Lake)	\$5,065,000
5316-01	Solon Twp	Leelanau Co	New WWTP/ICS (Cedar)	\$1,340,000
5322-01	St Joseph	Berrien Co	CSO; Swr Sep	\$1,200,000
5333-01	YCUA	Washtenaw Co	WWTP - Biofilter	\$4,605,000

4th Quarter Total 13 Projects \$101,880,000

Total Fundable Range Dollars 42 Projects \$579,000,000

Contingent Projects (in priority order)

Project ID	Location	County	Quantity	Description	Amount
5324-01	L'Anse	Baraga Co	3	WWTP Upgrd; PS Impr; Swr Rehab;	\$1,180,000
5311-01	Sheridan Twp	Newago Co	4	Swr Ext (Fremont Lake)	\$2,600,000
5308-01	Hamburg Twp	Livingston Co	3	Repl Grinder Pmps (Ore Lake)	\$2,205,000
5309-01	Iron Mountain	Dickinson Co	3	PS Repl/Impr; Swr Repl	\$970,000
5264-01	Big Raplds	Mecosta Co	4	WWTP Upgrd; Swr Rehab/Repl	\$9,500,000
5326-01	Iron River	Iron Co	3	I/I Removal; Lift Station Impr	\$2,255,000
5305-01	West Branch	Ogemaw Co	4	WWTP Impr; Swr Rehab	\$15,250,000
5299-01	Maybee	Monroe Co	3	Lagoon Impr; MH Rehab	\$155,000
5325-01	Grand Ledge	Eaton Co	3	SSO; WWTP/PS/Intcp Imp/EQ Basin	\$6,440,000
5313-01	Elba Twp	Lapeer Co	2	WWTP Impr	\$1,510,000
5343-01	Shelby Twp	Macomb Co	3	Swr Rehab	\$2,535,000
5342-01	Orion Twp	Oakland Co	2	Swr Rehab	\$1,640,000
5349-01	Ecorse Ck PAD	Dearborn Hts/Taylor	4	Taylor Basin/Jackson PS Upgrades	\$6,340,000
5341-01	Auburn Hills	Oakland Co	2	Swr Rehab	\$2,130,000
5344-01	Huron Twp	Wayne Co	4	Swr Rehab	\$370,000
5303-01	Marysville	St Clair Co	4	SCADA, Solids Hand Imps	\$1,715,000
5168-01	Berrien Springs	Berrien Co	4	WWTP Repl (refinance)	\$7,000,000
5351-01	Grosse Pointe	Wayne Co	4	PS Upgrd	\$770,000
5332-01	Crystal Falls	Iron Co	3	Lift Station/FM Repl	\$345,000
5292-01	St Ignace	Macknac Co	4	Swr Sys Impr	\$1,395,000
5348-01	Zilwaukee	Saginaw Co	3	Swr Rehab	\$3,030,000
5253-01	Shelby	Oceana Co	4	WWTP Xpan/Upgrd (refinance)	\$2,850,000
Total Contingent Dollars Projected			22 Projects		\$72,185,000

Future Projects

5175-99	Detroit	Wayne Co		CSO; URT/Okwd Swrs Future Segs	\$671,735,000
5005-99	Lansing	Ingham Co		CSO; Swr Sep - Future Segs	\$231,825,000
5006-99	Port Huron	St Clair Co		CSO; Swr Sep Future Segs	\$11,130,000
5302-02	Detroit	Wayne Co		Seg 2; Mod DRO2 PC- 771(2)	\$216,240,000
5322-99	St Joseph	Berrien Co		CSO; Swr Sep-Future Seg	\$820,000
5350-01	Wayne Co	NHV/RV		Swr Rehab	\$17,775,000
5129-99	Sault Ste Marie	Chippewa Co		CSO; Sewer Sep - Future Segs	\$8,000,000
5336-01	YCUA	Washtenaw Co		PS Upgrd/WWTP Impr	\$7,440,000
5217-13	Wayne Co	Downriver WWTF		WWTP Impr-Seg 13-Misc.Bldg (1)	\$695,000
5217-99	Wayne Co	Downriver WWTF		Downriver WWTP Impr Future Segs	\$60,475,000
5330-01	Benton Harbor	Berrien Co		Swr Sys Impr	\$735,000
5331-01	Benton Harbor	Berrien Co		Swr Sys/PS Impr	\$940,000
5339-01	Allen's Creek DD	Ann Arbor		Storm Water BMPs (Future)	\$1,360,000
Total Future Dollars Projected			13 Projects		\$1,229,170,000

**Michigan Department of Environmental Quality (MDEQ)
 State Revolving Fund (SRF) Project Milestone Schedule
 for 4th Quarter Financing in Fiscal Year 2009
 Anticipated Loan Closing on September 21, 2009**

Applicant Name: The Village of Dexter
 Project Number: 5291-01
 Project Description: Sewer Rehabilitation and Equalization Basin Construction

<u>Milestone</u>	<u>By No Later Than</u>
Publication of Environmental Assessment	5/15/2009
Public Notice Clearance	6/19/2009
MDEQ Approval of Project Plan	6/19/2009
Submittal of Draft User Charge System and Legal Documents	3/25/2009
MDEQ Comments on Draft User Charge System and Legal Documents	4/22/2009
Submittal of Final User Charge System and Legal Documents	5/20/2009
MDEQ Approval of User Charge System and Legal Documents	6/19/2009
Submittal of Draft Plans & Specifications	3/25/2008
MDEQ Comments on Draft Plans & Specifications	4/29/2009
Submittal of Final Plans & Specifications	5/13/2009
Issuance of Construction Permit	6/19/2009
MDEQ Approval of Plans & Specifications	6/19/2009
Submittal of CWRP Application Part I	5/21/2009
Submittal of CWRP Application Part II	6/12/2009
Submittal of CWRP Application Part III (Including Resolution of Tentative Contract Award)	8/7/2009
Publication of Bid Advertisement	6/22/2009
Opening of Bids	7/22/2009
Resolution of Tentative Contract Award by Governing Body	7/31/2009
MDEQ Order of Approval	8/28/2009

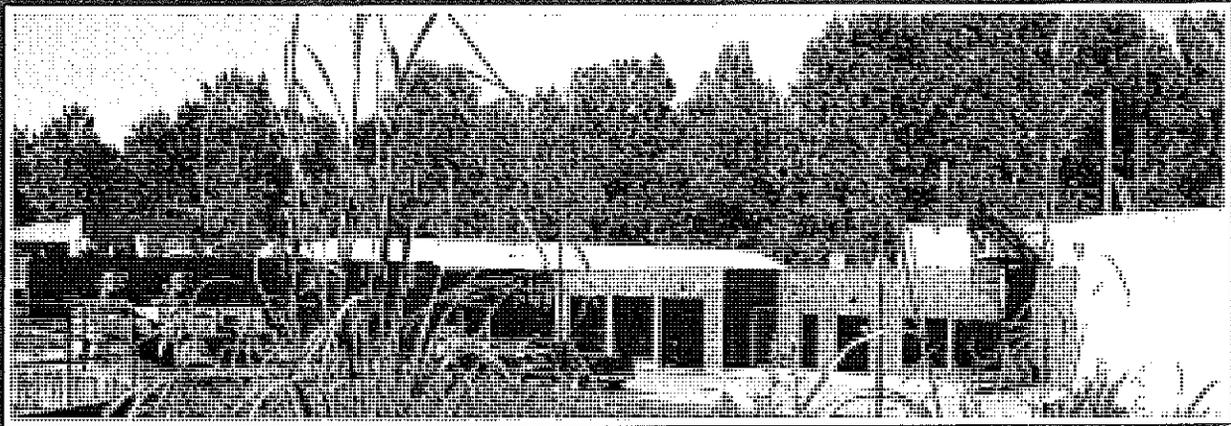
FUNDABLE RANGE PROJECT

CONTINGENCY PROJECT

(The acceptance block and signature lines will appear on the final version produced by your Unit secretary.)

Proposal for Professional Engineering Design Services for Equalization Basin

September 16, 2008



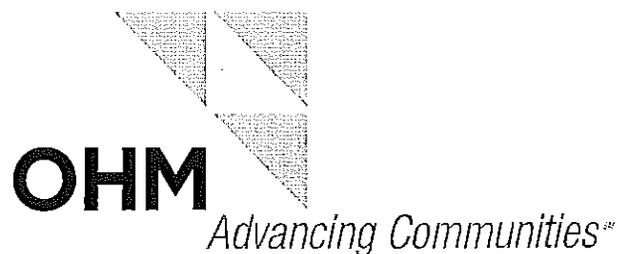
Engineering Advisors Engineering Advisors Engineering Advisors Engineering Advisors Engineering Advisors Engineering



Village of Dexter
8140 North Main Street
Dexter, Michigan 48130

OHM, with our division, Hitch, is an award winning consulting engineering firm focused on serving government agencies on infrastructure issues. Every day, our staff of engineers, architects, surveyors and specialized technicians strives to fulfill the company's mission, Helping Build Better Communities for Tomorrow.

- Integrity – We stand behind our work
- Dedication – Do what it takes
- People Caring Organization
- Teamwork – Desire to be a valued member of your team



September 16, 2008

Ms. Donna Dettling, Village Manager
Village of Dexter
8140 N. Main Street
Dexter, Michigan 48130



Re: Proposal for Professional Engineering Design Services for
Equalization Basin

Dear Ms. Dettling:

OHM is eager to design the equalization basin that will address problems caused by the peak wet weather flows currently reaching the wastewater treatment plant. We will meet all required State Revolving Fund (SRF) milestone schedule dates as well as the schedule commitments in the administrative consent order. Working in partnership with the Village, we will ensure the project is designed, permitted and approved by the MDEQ and ready for construction by the SRF 4th Quarter 2009 deadlines.

As a fixture in Washtenaw County since the 1970s and the Village's Engineering Consultant for the past 25 years, OHM is keenly aware of the Village's needs and practices. We truly appreciate this opportunity to offer our proposal for consideration.

The information enclosed provides our work plan, project team, schedule, and cost proposal. Listed below are the primary points we have made in our proposal to demonstrate why our team will succeed for you on this project.

- ▼ **Our firm is dedicated to your success. We have accomplished many successful projects with the Village and will stand by our work.**
- ▼ **We have assembled a team of experts to specifically work on your project. They have the necessary knowledge and expertise to ensure your success.**
- ▼ **Communication will be a key focus. Rhett and Vicki will ensure that regular progress updates are provided and that the project remains on track.**
- ▼ **We thoroughly understand the wet weather problem, what it will take to fix it, how to fund the improvement and the necessary steps the Village must take to be permit compliant.**

We are very excited about the opportunity to work with the Village on the equalization basin design. If we can provide any further information or clarification, please feel free to call me at 734-466-4582.

Sincerely,
Orchard Hiltz & McCliment, Inc.

A handwritten signature in black ink that reads "Rhett Gronevelt". The signature is written in a cursive, flowing style.

Rhett A. Gronevelt, PE

Table of Contents

Professional Engineering Design Services for Equalization Basin

Village of Dexter

Cover Letter

Section 1 – OHM Corporate Profile

Section 2 – Proposed Approach
Statement of Understanding
Scope of Services

Section 3 – Project Team
Team Introduction
Team Organizational Chart
Resumes

Section 4 – Proposed Schedule

Section 5 – Fee Proposal





Section 1 – OHM Corporate Profile



Orchard, Hiltz & McCliment, Inc.

Orchard, Hiltz & McCliment, Inc. (OHM) is a firm of engineers and architects committed to advising government and other public organizations on infrastructure issues. We opened our doors in 1962 and have been *Advancing Communities* ever since. Our corporate office is located in Livonia, Michigan. We have branch offices in Houghton, Lansing, Auburn Hills and Gallatin, Tennessee.

OUR EMPLOYEES

The professional reputations of our employees are our most valuable asset. Their dedication to providing quality services to our clients is instrumental to the continuing success of our company.

OHM currently employs more than 170 employees. We are proud that half our staff members are civil engineers and more than half of those are registered professional engineers. We have professional architects, surveyors, information technology professionals, and a host of skilled technicians, computer-aided drafting designers, field and construction inspectors, as well as office professionals.

WHAT WE DO BEST

OHM's focus is to serve municipalities and agencies, including Cities, Townships, Villages, Road Commissions, Drain Commissioners, Parks Authorities, State Transportation Departments and other public agencies. We provide our clients with teams specializing in the following areas:

- Road, Highway, and Bridge Design
- Transportation Planning and Traffic Engineering
- Structural Design
- Storm Water Management
- Water Systems
- Environmental and Water Resources
- Sanitary Sewer Collection Systems
- Hydraulics/Hydrology
- Pumping Station Design
- Water Treatment Design
- Wastewater Treatment Design
- Construction Engineering & Observation
- Right-of-Way Acquisition
- Site Development and Plan Reviews
- Land Surveying
- Global Positioning Systems
- Geographic Information Systems
- Database Design
- Facilities Management
- Scour Analysis
- Geotechnical and Materials
- Architectural Planning & Design
- Mechanical Engineering
- Electrical Engineering

Through our commitment to serving only the public sector, OHM has detailed understanding of federal, state, and local codes and ordinances pertaining to site plan reviews, infrastructure studies, designs, construction and mapping projects.

OHM HAS BEEN HONORED FOR EXCELLENCE IN ENGINEERING BY
American Public Works Association
American Council of Engineering Companies
American Society of Civil Engineers

"OHM has proven that they are leaders in our industry. Their involvement with recent high profile projects and leadership on statewide initiatives clearly demonstrates that they are living their tagline of Advancing Communities."

Kirk T. Steudle, PE
Director, Michigan Department of Transportation



Section 2 – Proposed Approach
Statement of Understanding
Scope of Services



Statement of Understanding

Peak sewage flows reaching the Village's wastewater treatment plant (WWTP) have exceeded treatment capacity on numerous occasions over the past several years. This has caused the Village to bypass their sand filters thus resulting in a violation of their National Pollutant Discharge Elimination System (NPDES) discharge permit. The permit violations have resulted in the Michigan Department of Environmental Quality (MDEQ) issuing an Administrative Consent Order requiring the Village to address the hydraulic limitations of the WWTP through the construction of an equalization basin.

OHM has previously teamed with the Village on several key programs targeted at addressing the wet weather flows reaching the WWTP. These programs are summarized below in Table 1:

Table 1: Programs Initiated by the Village to Address Peak Wet Weather Flows

Table with 3 columns: Program, Purpose, Completion Date. Rows include: Village of Dexter SRF Project Plan, Inflow and Infiltration (I&I) Analysis, Manhole rehabilitation contract documents and construction, Equalization basin preliminary engineering.

This proposal is the next step to addressing the peak wet weather flows reaching the WWTP through the design of a 400,000 gallon equalization basin. The equalization basin will have a two-fold purpose. It will contain the peak flows reaching the WWTP and slowly release the sewage to the treatment components at an acceptable rate, as well as provide for daily flow equalization. The equalization basin will ensure that the treatment processes are functioning correctly, not over capacity and that the Village is in compliance with their NPDES discharge permit.

Scope of Services

The project will consist of the following tasks. Our Scope of Services is for the design and bidding phases of the project and currently does not include construction services. We understand that the construction phase services would be provided for in the future, as request by the Village

The equalization tank will be sized for a volume of 400,000 gallons and be of precast concrete design, covered to minimize odors. The basin will designed to accommodate daily flow equalization, as well as equalization during large wet weather flow events. The basin would be provided with a flushing gate system that will allow the Village to periodically clean the basin. A flow diversion structure will be needed to route excess flows to the equalization tank, while a sanitary pump station would be provided to pump flow back to the wastewater treatment facility at a controlled rate.

The basin would be designed with a separate compartment that can be used for daily flow equalization. This compartment would contain aeration and/or mixing equipment to aid in keeping solids in suspension and to keep the sewage from going septic. Lastly, the equalization tank would be covered and an adsorptive type media odor canister would be provided for odor control measures. Standby power may be required for the proposed system and if required would be provided. If needed, the generator would be installed outside and provided with a modular sound minimizing enclosure for noise reduction.

Task 1 – Preliminary Design

Upon authorization, preliminary design of the improvements will begin. The Village had previously authorized work completed on the geotechnical, utility background information and survey efforts associated with the design. We note that these work efforts are not included in our scope of work and the information gathered will be used in the design. This phase will consist of the development of drawings of a preliminary nature that will further detail the scope of the project and define equipment sizing and costs. Hydraulic calculation and a process flow diagram will initially be prepared to further define the equalization process. Once these items have been prepared and reviewed, then the basis of design will be prepared for the individual components of the equalization system. This basis of design will serve as a guide map for the project.

The scope of services for this task includes the following:

1. Meet with the Village and WWTP staff for a project kickoff meeting followed by an on-site inspection of the treatment facilities.
2. Prepare hydraulic calculations, process flow diagram; basis of design and conceptual layouts for the proposed facility. These documents will be reviewed with the Village prior to proceeding with the preliminary drawing preparation. Additionally, we will forward these documents to the MDEQ for their review and comments.
3. Prepare 30% engineering plan drawings for equalization basin tank and equipment layout, pump station layouts, diversion structure, preliminary site plan (including generator location), drainage impacts, proposed utilities, site access and electrical one-line diagrams.
4. Coordinate with gas and electric utilities for the project's service requirements. The electrical service and power distribution system for the WWTP will be reviewed for the proposed work. We have assumed that it will be necessary to upgrade the electrical system to accommodate the equalization basin. As part of the upgrade, it will be prudent to size the service to and include provisions to accommodate future loads. Expected electrical system modifications include, obtaining a new utility service for the equalization basin, providing new main distribution equipment, and back-feeding existing distribution equipment. The plant's existing generator and transfer system will be reused and a second generator with transfer equipment will be sized and designed to serve the EQ basin and associated loads.
5. Preliminary plan drawings (30%) will be submitted to the Village. OHM will highlight questions and issues that will be discussed with the Village at a progress meeting. Comments will be incorporated into the final design.
6. Preliminary plan drawings (30%) will be submitted to the MDEQ in accordance with the SRF milestone schedule.
7. Preparation of preliminary opinion of construction cost.
8. Attend a maximum of two (2) update meetings with the Village.

Task 2 – Final Design

Final detailed engineering design will begin upon approval of the preliminary design documents. The final design will consist of the preparation of documents necessary for the permitting and bidding of the project. Documents will consist of drawings and specifications detailing the precast equalization basin, submersible pump station, diversion chamber, basin flushing and aeration equipment, and the necessary structural, civil, architectural, mechanical, electrical and instrumentation drawings necessary to detail the project.

The final design scope of services includes the following:

1. Incorporate comments from the Village's preliminary design review into the final design documents.
2. Prepare final engineering plan drawings and cross-sections for equalization basin, sanitary pump station and sewage diversion structure.
3. Prepare equipment, piping and valve schedules.
4. Finalize the electrical one-line diagrams and prepare electrical site plan and control diagrams for the

- pump and generator systems.
5. Prepare final engineering plan drawings for grading, drainage, sanitary sewer, water main, pavement (access drives), and detention calculations and designs.
6. Final bidding documents including all needed bidding requirements and technical specifications
7. Coordination with the electric, telephone and natural gas utilities companies for the utility connections at the equalization basin site.
8. Final plan drawings (90%) will be submitted to the Village. As with the preliminary design, OHM will highlight questions and issues that will be discussed with the Village at a progress meeting. Any concerns raised will be addressed in the final documents that will be prepared.
9. Submit plans for permitting (MDEQ potentially Parts 41, 301 and 303 and soil erosion and sedimentation control).
10. Preparation of final opinion of construction cost.
11. Attend a maximum of three (3) update meetings with the Village.

Task 3 - Bidding

1. OHM will submit the Advertisement for Bid to Michigan Contractor and Builder on behalf of the Village.
2. Assistance during the bid phase will be provided. This will include distribution of the bidding documents to prospective bidders.
3. OHM will coordinate and conduct a mandatory pre-bid meeting with prospective bidders. We would request that Village personnel and WWTP staff be available for field visits after the pre-bid meeting.
4. Address contractor questions during the bidding phase.
5. Prepare necessary clarifications to the bidding documents by means of an addendum.
6. Attend the bid opening.
7. Bids received will be tabulated and reviewed. A letter of recommendation to the Village will be prepared and distributed to the City. A notice of award will be prepared upon Council approval. OHM will attend one (1) council meeting.

Assumptions and Qualifications

The following assumptions and qualifications are provided under this scope of work.

1. Site Plan approval will not be required.
2. Although the Village has a woodland's ordinance, we believe a tree survey will not be required for this project.
3. Storm water detention is required by the Village. We also assumed that the Village will accept a BMP such as a rain-garden in lieu of a standard detention basin due to the topography and limited space available on the site.
4. Our fee is based on being able to locate the equalization basin in the location previously identified to the east of the WWTP.
5. A retaining wall around the equalization basin will not be required.
6. The construction limits will be maintained outside the wetland and floodplain limits.
7. Sufficient power is available to service the site. If insufficient power is available, the incoming electrical service will need to be upgraded. This will be evaluated during the preliminary design phase and if the power requirements exceed the current plant service then a change of scope will need to be authorized.
8. Title research or obtaining title documents will be completed by the Village.
9. Preparation of easements is not required.
10. Certified boundary survey is not required.
11. Costs for permits and advertisement for bids shall be provided by the Village.



Section 3 – Project Team
Team Introduction
Team Organizational Chart
Resumes



Team Introduction

OHM is a service-oriented firm. We offer a team of talented individuals specializing in infrastructure improvement projects for governmental clients. We provide quality work in partnership with our client communities and firmly believe that effective and efficient communication is crucial to the success of any undertaking. Vicki Putala, PE will serve as Project Manager and primary contact for this project. We also assure open communication and direct accessibility with all other key personnel. We are committed to working closely with Village staff.

The following presents a description of the OHM project team:

Rhett Gronevelt, PE Mr. Gronevelt will serve as Principal In Charge responsible for the team's effective operation and the overall client satisfaction.

Jim Grau, PE Mr. Grau will be responsible for Technical QA/QC.

Vicki Putala, PE Ms. Putala will serve as the Project Manager responsible for the team's effective execution, schedule, and overall project communication. She will also be responsible for all day-to-day organization, coordination, and implementation of the project. Ms. Putala will ensure the resources of the firm are available to the project for highest quality and immediate response to whatever circumstances that may arise.

Sherrí Wright, PE Ms. Wright will be responsible for the technical design of the equalization basin. She will focus on the hydraulic components and process systems. She has 20 years experience designing and constructing wastewater treatment facilities and understands treatment processes and the applicable equipment for those processes.

Christine Cale, PE Ms. Cale will serve the civil site designer. She will focus on site restoration, access, fencing and site grading.

Steven Magnan, PE Mr. Magnan will serve as the structural engineer, responsible for the design of the concrete portion of the equalization basin and footing design.

Wayde Hoppe, PE Mr. Hoppe's Architectural services will be utilized to trim out the equalization basin to match the existing wastewater treatment plant's architectural design.

Tracie Williams, PE Ms. Williams will be responsible for the mechanical equipment design.

Paul Marttila, PE Mr. Marttila will be responsible for the electrical and instrumentation design.

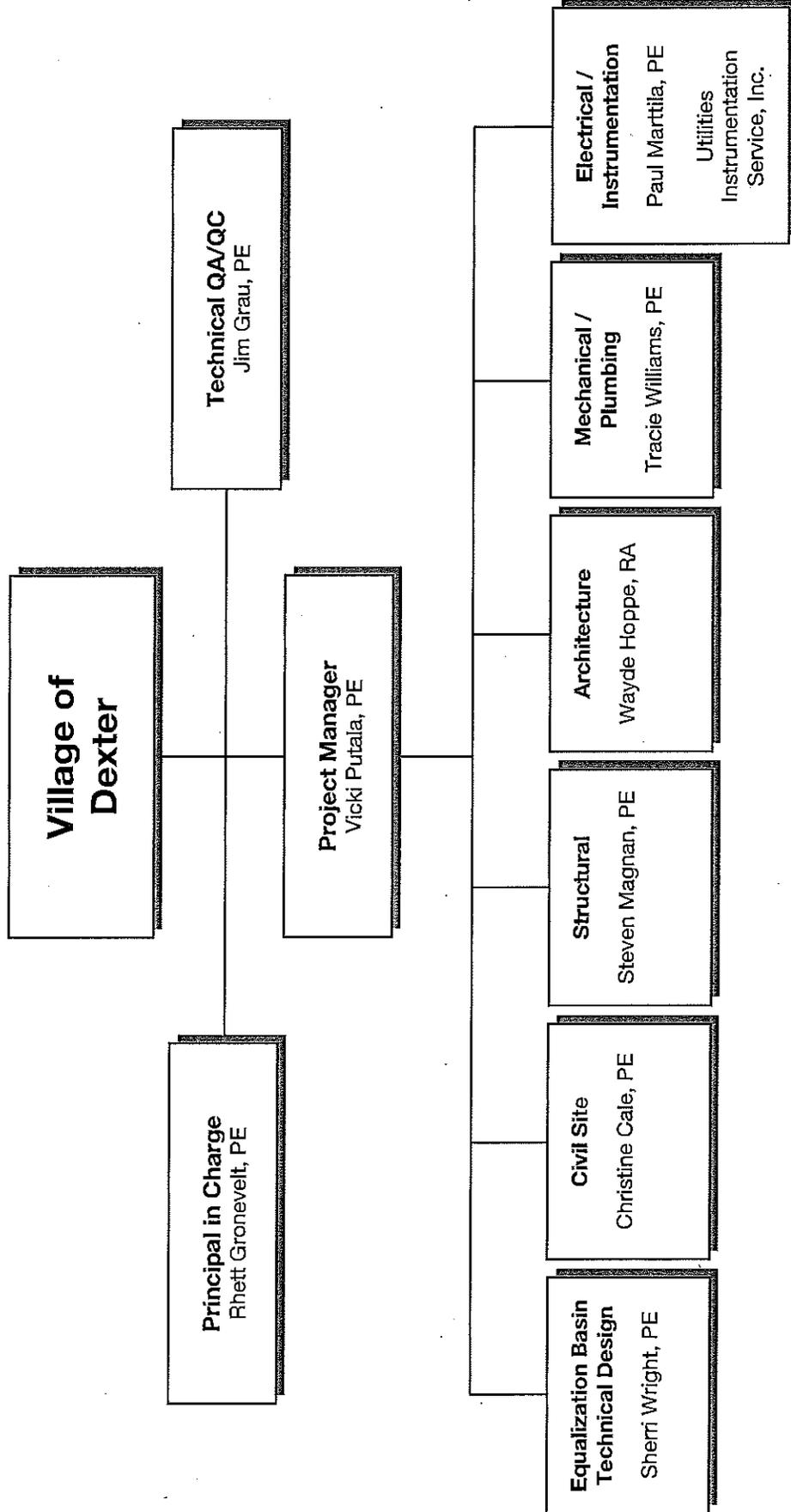
Utilities Instrumentation Service, Inc. Utilities Instrumentation Service, Inc. (UIS) will be responsible for SCADA improvements and integration of the equalization system into the existing WWTP control system.



Project Team

Team Organizational Chart

Village of Dexter
Professional Engineering Design Services for Equalization Basin



All listed personnel are OHM employees unless otherwise noted.



Background

Education

- Masters of Science In Civil Engineering, Michigan Technological University, 2000
- Bachelors of Science In Civil Engineering, Michigan Technological University, 1998

Professional Registration
Professional Engineer, State of Michigan, 2009
License Number: 49808

Professional Affiliations

- American Society of Civil Engineers, Director of Ann Arbor Branch
- American Society of Civil Engineers, President of Michigan Section
- American Public Works Association
- South Oakland County Municipal Engineers

Professional Development

- Softdesk Civil/Hydrology and AutoCAD Training, 2000
- MCPA Technical Workshop, 2002
- ASCE National Younger Members Leadership Training, 2002

Experience

10 years of experience, 9 with OHM

Mr. Gronevelt represents municipal clients conducting design work associated with utility and transportation improvements. His background in construction and transportation, as well as many municipal utility projects has allowed him to gain a broad background of various Civil projects, including major County Roads, Local Roads, a major water pumping facility, pressure reducing facility, and sewer rehabilitation.

Mr. Gronevelt also represents municipal clients conducting plan reviews and functioning as the Township Engineer for several communities. Mr. Gronevelt is also experienced in planning and implementing Special Assessment District paving programs, including the front-end project set up and contract administration. He has worked with a number of communities to develop utility master plans, capital improvement plans, and engineering standards.

Prior to joining OHM, Mr. Gronevelt conducted an investigation for MDOT regarding construction-scheduling requirements that led to his masters' research work. He also worked for one and a half years as a staff engineer at a local civil engineering firm where he inspected and surveyed many municipal construction projects.

In the fall of 2001, Mr. Gronevelt held a faculty position at Lawrence Technological University and was a lecturer in the Civil Engineering Department for their Transportation Engineering course. He currently serves on the Executive Board for the Michigan Section of the American Society of Civil Engineers, as the Board President.

Relevant Experience

Dexter Ann Arbor Road Improvements, Village of Dexter, MI – 2007-2008

Assisted the Village to utilize Federal STP-U funding and Local Jobs Today funding to complete the reconstruction and widening of a section of Dexter Ann Arbor Road from Meadowview Drive, to Dan Hoey Road. The project included sidewalks, bike lanes, and utility relocations, as well as coordination with the Dexter School District and DDA.

City of Southfield Municipal Parking Lot, Southfield, MI – 2007-2008

Oversaw the construction of this award winning project that utilized a unique porous asphalt pavement and bio-retention swale for the treatment of storm water runoff from the parking lot. The project was a complete reconstruction of the north parking lot that serves the City's Municipal complex. The parking and access was reconfigured to improve pedestrian safety, maximize parking, and bring the entire project in compliance with ADA.

LeForge & Geddes ROW Improvement Project, Superior Township, MI – 2005-2007

As part of the construction of the Hyundai America technical Center in Superior Township, Hyundai made several improvements to the Public Right-of-way, including roadway, signalization, water main, and non-motorized improvements. The project was a unique partnership between the Township and the Developer. Rhett served as the representative to the two organizations, and oversaw the design of the project.

Rhett A. Gronevelt, PE

Principal in Charge



Non-Motorized Facilities, Superior Township, MI – 2004-2007

Superior Township has obtained Community Development Block Grant Funds for several years, and used them to construct several miles of non-motorized pathways. Rhett served as the project manager, overseeing the design and construction of these facilities. The projects required working closely with the Road Commission, Township, and Community Development Office to see that the projects were administered appropriately.

Kensington Street Improvements, Village of Dexter, MI – 2006

Rhett served as the project manager responsible for overseeing the design and construction of approximately \$750k of improvements to the road, drainage, water supply, and sanitary sewer within the project limits. The project required close coordination with the local elementary school to avoid disruption of service.

Old-23 20" LCWA Water Transmission Main, Brighton Township, MI – 2006

Brighton Township received a grant from the State of Michigan to extend the first portion of the Livingston Community Water Authority (LCWA) Transmission Main into Brighton Township.

SRF Project Plan and Sewer Analysis, Village of Dexter, MI – 2006 - 2008

The Village of Dexter is experiencing wet weather sewer flows that have limited the capacity of the WWTP. Rhett served as the project manager of a project to conduct an investigation of the system, identify the recommended solutions, and complete a project plan to apply for funding from the State Revolving Loan Fund.

Second Connection, Pressure Reducing Valve, Superior Township, MI – 2005

Rhett served as the Project Manager and oversaw the design and construction of an additional water connection for the Township to the DWSD/YCUA system. The project required close coordination with DWSD, YCUA and WCRC representatives, as the connection, meter pit, and pressure reducing valve were located in the Road ROW, and required closure for installation.

Third Connection, Water Pumping Station, Superior Township, MI – 2004-2005

Rhett served as the Project Manager and oversaw the design and construction of an additional water connection for the Township to the YCUA system. The project involved the installation of a pre-manufactured, custom design water booster station, which was enclosed in an aesthetically-pleasing building, and equipped to be very flexible to accommodate future expansion of the system.

Utility Master Plans, Superior Township, MI – 2004 & 2005

Rhett has worked with Superior Township to develop water and sewer master Plans for the community to accommodate the managed growth in the community. The Plans have identified necessary Capital Improvements and helped the community maintain and update and annual Capital Improvement Plan.

Annual Paving Projects, City of Farmington, MI – 2000-2003

Project engineer responsible for the design of the reconstruction of various residential subdivisions in the City of Farmington, through the City's annual paving program.



Background

Education

- Master's Degree in Civil Engineering, University of Michigan, 1968 .
- Bachelor's Degree in Civil Engineering, University of Michigan, 1967

Professional Registration

Professional Engineer, State of Michigan, 1969, License # 19145-1971

Professional Affiliation

- American Society of Civil Engineers - Member
- American Society of Civil Engineers, Ann Arbor Branch - Director of Michigan Section, Director of Michigan Section/Vice President of Ann Arbor Branch
- Chi Epsilon - Member

Experience

32 years of experience, 2 with OHM

Project Engineering

Jim Grau has over thirty years of experience including projects in water supply systems, waste water systems, storm water drainage systems and solid waste management. He has extensive experience in the design, construction and start-up of numerous municipal and industrial wastewater systems, including responsibilities for conceptual study, design, construction drawings and specifications, contract documents, construction administration, operation training and start-up activities. As former Director of the Washtenaw County Department of Public Works, Jim obtained a strong background in construction administration and financing, budget preparation, and solid waste management activities. Jim was the project manager for a \$100 million dollar expansion from design through construction and start-up.

Relevant Experience

CSO Sewer Separation Project, City of Grosse Pointe Park, MI – 2008

Mr. Grau was the Project Engineer responsible for design and construction of this combined sewer overflow (CSO) project for the entire city. The project consisted of 89,000 lineal feet of open cut tank sewer and a storm water lift station with a pumping capacity of 330,000 gallons per minute. By incorporating these new facilities into the existing combined sewer system, the city will have two independent and separate sewer systems. One for carrying the storm water to the lift station and a separate sanitary sewer system conveying waste water to a treatment plant, thereby eliminating any waste water overflows.

Master Drainage Plan, City of Lansing, MI – 2008

Mr. Grau's duties included analysis and design on a master sewer plan for an area covering fifty square miles. This work included sizing of relief sewers needed, selecting routes and preliminary hydraulic grade lines.

Equalization Basin / Pumping Station, City of Wayne, MI – 1998

Mr. Grau supervised and coordinated the design of a 3 million gallon combined sewer overflow equalization basin and pumping station. This basin and pumping station is of the "off-line" type which dictated that the pumping station had to be constructed on a large trunk sewer that could not have the flow stopped.

Waste Water Systems

Expansion Design Team Review, Ypsilanti Community Utilities Authority – 2001

Mr. Grau was the engineer responsible for providing guidance to WTUA during this 1.5 year long design period for the expansion of the Ypsilanti Community Utilities Authority Waste Water Treatment Plant. He attended bi-monthly design meetings and provided technical assistance to the WTUA Operations Director.

Sludge Dewatering Equipment and Installation and Waste Water Treatment Plant Improvements, City of Monroe, MI – 2000

Mr. Grau was the Project Engineer responsible for the design, preparation of drawings and specifications for this project which consisted of changing the bio-solids dewatering method from DAF treatment with belt press dewatering to centrifuge dewatering. This changeover had to be accomplished in several phases

to allow this 24 mgd WWTP to stay in operation and continue processing sludge during construction. The end result was the installation of two 5,000 lb/hr high solids centrifuges, piping, electrical, five screw conveyors and all other related work to make a complete dewatering system.

Middle and Lower Rouge Pumping Stations, Wayne County, MI – 1995

Mr. Grau was Project Engineer in charge of construction administration for this waste water project which consisted of three large pumping facilities and multiple equipment contracts. Total construction cost for this part of the project was approximately \$30 million. Responsibilities included coordination of resident engineers to ensure compliance with bidding documents, resolution of on-site technical problems, shop drawing review, documentation of monthly pay estimates, preparation of bulletins, review of bulletin quotations, coordination of equipment contracts with the prime contractors, performance testing of equipment (some of which was off-site), punch list preparation and as-built details.

Some of the major project features included: six 5 foot diameter screw pumps, 12 large centrifugal waste water pumps, two large equalization basins, 30,000 cubic yards of concrete, various buildings to house pumps and associated equipment, and administrative offices for the authority.

Construction Administration

Middle and Lower Rouge Pumping Stations, Western Townships Utilities Authority – 1995

Mr. Grau was Project Engineer in charge of construction administration for this waste water project which consisted of three large pumping facilities and multiple equipment contracts. Total construction cost for this part of the project was approximately \$30 million. Responsibilities included coordination of resident engineers to ensure compliance with bidding documents, resolution of on-site technical problems, shop drawing review, documentation of monthly pay estimates, preparation of bulletins, review of bulletin quotations, coordination of equipment contracts with the prime contractors, performance testing of equipment (some of which was off-site), punch list preparation and as-built details.

Some of the major project features included: six 5 foot diameter screw pumps, 12 large centrifugal waste water pumps, two large equalization basins, 30,000 cubic yards of concrete, various buildings to house pumps and associated equipment, and administrative offices for the authority.

Haggerty Road Sanitary Sewer, Northville Charter Township, MI – 1990

Mr. Grau was the Project Engineer responsible for the administration and coordination of this sanitary sewer project. The project included modifications to three pumping stations, over five miles of 30-inch to 8-inch sewers, and eight road crossings by bore and jack construction. Responsibilities also included shop drawing review, contract problem resolution, preparation of pay requests and interpretation of the contract documents.



Education

Bachelors of Science in Environmental Engineering, Michigan Technological University, 1988

Professional Registration

Professional Engineer, State of Michigan, 1994
License Number: 40097

Professional Affiliations

- American Water Works Association
- Michigan Water Environment Association

Professional Development

- Principal's Boot Camp, 2008
- Project Manager's Boot Camp, 2005
- ACEC Environmental Quality, 2003
- LeaderEase Management Training Program, 2002
- Source Water Protection Seminar, 2002
- Funding for Watershed and Storm Water Projects, 2001
- Developing a Watershed Management Plan for Water Quality, 2000
- H2O Net Training, 1999
- Facilitation Skills Training, 1999
- Well Head Protection Seminar, 1998
- AWWA Fall Regional Meeting, 1998
- AWWA Annual Meeting, 1998
- Management Training Seminar, 1997
- Safe Drinking Water Act Amendments Seminar, 1997
- Ground Water Protection Seminar, 1997
- Stormwater BMP Seminar, 1997

Background

As manager of OHM's Environmental and Water Resources Group (EWRG), Ms. Putala is responsible for overall client satisfaction and quality of work for the projects performed by the group. Working with other EWRG members, she provides training and project management oversight to the many projects undertaken by the EWRG.

Ms. Putala is responsible for project accuracy, completeness, and compliance with project objectives. Her experience in many types of water resources infrastructure studies, planning, and policy provide her with the knowledge necessary to conduct the proper oversight and review for quality products.

Her water resources experiences include studies and written reports regarding water and wastewater system improvements such as analysis and selection of a new well field, evaluation and layout of the water distribution system, expansion of an iron removal plant, sanitary lift station renovations, and development of user rate schedules and coordination of state and federal funding.

Ms. Putala's design experience includes water main, meter vaults, chemical feed systems for water and wastewater treatment facilities, instrumentation and controls, water booster pump stations, lift stations, aerated and stabilization lagoons, rapid sand filters, iron removal, sanitary sewer and engineered septic fields. As part of her design experience, she has also prepared operation and maintenance manuals, site assessments and wetland mitigations.

Relevant Experience

Water System Preliminary Engineering, Village of Dexter, MI – 2008

Project Manager for evaluation of needed water system improvements including a new well field, iron removal and water main improvement.

Bridge Road Pump Station Improvement Preliminary Engineering, Ypsilanti Community Utilities Authority – 2008

Project Manager for identifying needed system improvements to this large existing pump station supplying over 50,000 customers. Specific work items included development of a Basis of Design, conceptual layout of new 24" water main and extensive coordination with DWSD.

Water System Master Plan and DWRP Project Plan, City of Dearborn, MI – 2008

Project Manager for this project to assess the existing water system to identify future projects for the operation, maintenance, and upgrades of the existing water system. A DWRP Project Plan was also developed to facilitate the financing of the needed system improvements.

SRF Project Plan, Village of Dexter – 2007 & 2008

Project Manager for development of a SRF Project Plan for the Village. Planning activities focused on treatment plant expansion, inflow and infiltration evaluations and equalization basin sizing.

Water System Plan & DWRP Project Plan, City of Hancock, MI – 2007

QA/QC Officer for a City-wide master plan focused on developing a redundant water source and internal water distribution system improvements. The project also

involved the creation of a Project Plan that will be used for securing funding through the Drinking Water Revolving Fund program offered through the State of Michigan.

Preliminary Equalization Basin Location Topographic Survey, Village of Dexter, MI – 2006

QA/QC officer for overall project that identified location of future equalization basin.

SRF Project Plan, Hamburg Township – 2007

Project Manager for development of a SRF Project Plan for the Township. Planning activities focused on evaluating various wastewater treatment technologies, possibility of obtaining a NPDES discharge permit, ground water modeling, grinder pump collection system rehabilitation and accommodating the flow from two privately owned mobile home parks. Project received a S2 grant of \$98,000.

Storm Water Management Studies, Village of Dexter, MI – 2005

QA/QC Officer having helped the Village gain an understanding of their existing drainage system and their existing drainage concerns. The study determined how storm water is conveyed through the Village, created a storm sewer map, evaluated known areas of drainage concern and developed options for improvement. Detailed field evaluations of the problem areas were conducted along with storm water modeling to determine the peak flow and volume of runoff reaching the specific problem areas. Recommendations were established for each problem area. In addition, storm water treatment and detention were reviewed.

Superior Township 3rd Connection Booster Station, Charter Township of Superior, MI – 2006

Project Manager for the design of the proposed booster station. The station needed to be aesthetically pleasing, and accommodate anticipated growth and water demand in the Township while meeting variable supply pressure conditions by the source water suppliers. OHM worked closely with the Township Officials and Planning Commission to ensure that the aesthetics of the building met their architectural expectations.

Dino Drive Sanitary Sewer Extension, Scio Township, MI – 2004

Project Manager for this pump station design, which included sizing of the pumps, wet well, and force main to handle the wastewater flows from existing industries, as well as future developments along and adjacent to Dino Drive. **Water Booster Pump**

Facility Design, City of Auburn Hills, MI – 2002

Project manager and engineer for this design project which included the development of plans and specifications for a booster pump facility, a 1,000,000 gallon elevated storage reservoir, and flow control valves and vaults. Duties included cost estimates, budgets, schedule, design, and coordination with various subconsultants. Facility exceeded aesthetic needs of the Planning Commission and City Planning staff.

Water System Improvements, Village of Dexter, MI – 2001

Client representative and project manager for this design which included development of a new well field and well house, three miles of water main, and expansion of the iron removal plant. Secured funding through Rural Development and the MDEQ Quality of Life Bond Funds.



Background

Education

Bachelor of Science –
Environmental Engineering,
Michigan Technological
University, Houghton,
Michigan, 1987

Professional Registration

Professional Engineer, State
of Michigan, 1992

Professional Certifications

Certified Construction
Specifier, 1994

Professional Development

- Project Management
Bootcamp, PSMJ
Resources, Inc. 2008
- Design of
Decentralized
Wastewater Systems,
Michigan State
University, 2007
- Water Environment
Federation
Conference,
Optimizing Clarifier
Performance; 1996
- Manhattan College
Summer Institute for
Treatment of
Municipal, Hazardous
and Toxic
Wastewaters, 1994
- Biological Nutrient
Removal Design, 1993

Professional Affiliations

- American Water
Works Association
- Water Environment
Federation

Experience

20 years of experience, 1
year with OHM

Ms. Wright has experience specializing in the analysis, development, design, and construction of infrastructure facilities for municipalities. Ms. Wright is a project manager responsible for report writing, contract document preparation and owner/agency liaison services during the design of wastewater collection/treatment facilities and water distribution/treatment facilities. She provides construction contract administration and contractor liaison services during construction of these projects and writes performance certifications after completion.

Her experience is extensive in the areas of wastewater treatment and she is experienced in designing all aspects

Relevant Experience

OHM Projects

Wastewater Treatment Plant Improvements, Hamburg Township, MI – 2008

Project engineer responsible for the wastewater treatment plant analysis. The project consisted of the review of existing and future flows and loadings to the plant and an analysis of existing plant performance. Recommended improvements include: construction of an equalization basin, improved aerobic digestion blower upgrades, and additional treatment capacity.

North Huron Valley/Rouge Valley (NHV/RV) Sanitary Sewer Evaluation Survey, Wayne County Department of Environment, MI – 2008

Project manager responsible for a study that analyzed potential infiltration and inflow sources along the NHV/RV interceptor system. The project consisted of field inspection approximately 1100 manholes, televising of roughly 30 miles of sewer interceptors and analysis of the field work.

Bellagio and Napier Pump Station Improvements, City of Novi, MI – 2008

Project manager for the upgrades at two submersible pump stations. The project consisted of the replacement and upgrade of submersible pumps to meet future flow conditions and installation of natural gas generators to provide backup service to the stations.

Wastewater Treatment Plant Study, Scio Township, MI – Ongoing

Project engineer for the study to construct a new wastewater treatment facility. The project consisted of master planning efforts to define extent of service area, flow and loading calculations and sizing of the proposed facility. The treatment process will include screening, daily and peak equalization, tertiary level of treatment for enhanced phosphorus removal and ultraviolet disinfection.

Municipal Wastewater Treatment & Pumping

Ypsilanti Community Utilities Authority (YCUA) WWTP Expansion – Project engineer for the design of 17 MGD activated sludge treatment facility with biological phosphorus removal capabilities. Additional design included screening, grit removal, equalization basin review, primary treatment, and tertiary filtration. Multiple treatment tanks and pumping systems were designed for the treatment systems.

Pumping systems for the return activated sludge, waste activated sludge, filter backwash water, scum pumps and primary sludge pumps were designed. Flow diversion to the equalization basin was accomplished with the addition of a 36-inch flow control valve that was designed to split flow from between the proposed facilities and the equalization basin. Modifications to the equalization tank were completed to route excess flow from the treatment process to the equalization tank. The equalization basin equipment was reviewed for application to the future improvements and modifications completed to meet the project's design requirements.

City of Saline

- South Side Pump Station Rehabilitation — Project manager/engineer for the rehabilitation of an existing 2,000 gpm dry pit station to a submersible pump station. The project also included a standby generator.
- WWTP Tertiary Filter Upgrades — Project manager and engineer for the replacement of the existing traveling bridge filter equipment. Facilities were rated for 1.8 MGD and equipment was pre-purchased to expedite the project timeline.
- WWTP Primary Tank Drive Replacement — Prepared contract for the replacement of the primary tank drive. Coordinated construction efforts.

Brighton Township WWTP — Project manager for design of 2.1-MGD WWTP. Design included preliminary treatment, secondary treatment using an oxidation ditch, tertiary treatment, and UV disinfection. The project also involved the design of laboratory and maintenance facilities, chemical feed systems, and sludge handling facilities.

City of Manistique WWTP Improvements — Project engineer for the upgrade of an existing facility to a treatment capacity of 2.0 MGD. Improvements included revisions to the preliminary process, primary tanks, and conversion of the existing rotating biological contactors to conventional activated sludge using fine pore aeration. Pumping and disinfection system were also reviewed and upgraded. Equalization for the facility was reviewed during the study and flows did not warrant the addition of these facilities since excess capacity was available at the plant.

Village of Dexter WWTP Upgrades — Project engineer for the retrofit of a 670,000 gpd rotating biological contactor facility to convention activated sludge with biological phosphorus removal capabilities. Additionally, pretreatment, primary pumping, primary treatment, final settling tanks, return and waste pumping systems, tertiary filters, tertiary pumps and disinfection facilities were improved.

City of Walled Lake-Novi WWTP Expansion — Project engineer for the design and construction activities for the retrofit and expansion of the existing treatment facilities. The improvements included modifications to the existing equalization basin, including the design and specification of the aeration and mixing equipment, an administration building, blower building, advanced secondary treatment with fine bubble aeration and provisions for future biological nutrient removal aeration and final settling tanks, filter equipment, sludge storage facilities, and extensive revisions to the existing equipment and buildings to facilitate the expansion of the plant to 3.5 MGD. Also provided office coordination and shop drawing review during construction.



Dexter Township

- Multiflake Area Water and Sewer Authority, Sanitary Sewer Improvements and WWTP — Project manager for the preparation of contract documents and general engineering for a low pressure grinder collection system, one submersible and two sewage booster stations, transmission main, and a 400,000 gpd SBR treatment facility.
- Loch Alpine Sanitary Authority, WWTP Master Plan and Improvements — Prepared a master plan to evaluate the treatment facility and to identify performance improvements. Upgrades included installation of an additional trickling filter mechanism and upgrades to the recycle pumps.

City of South Lyon WWTP Tertiary Filter Building Addition — Project engineer for the construction of a 1.5 MGD traveling bridge filter addition for phosphorus reduction.

City of Battle Creek

- WWTP Solids Handling Study — Prepared a report summarizing the investigation of available solids handling alternatives for a long-term management plan. That report reviewed a wide variety of alternatives and conducted plant-scale testing of several thickening and dewatering alternatives.
- WWTP Solids Handling Improvements — Prepared contract documents for the construction of thickening and dewatering facilities. The facilities included centrifugal thickening units, screw conveyors, continuous path conveyors, a 1-million-gallon concrete biosolids holding tank with mechanism, polymer feed equipment, mixers, lime storage bins and feed equipment, booster pump improvements, and modifications to the existing screening equipment. The new facilities will allow the City to incinerate or land-apply biosolids.
- Aeration Diffuser Retrofit and Final Tank Improvements — Prepared contract documents for the retrofit of eight aeration tanks from coarse bubble to fine bubble aeration. The project also included the replacement of three final settling tank clarifier mechanisms and accessories, along with the addition of peripheral wall baffles.
- WWTP Evaluation of Aeration and Final Clarifier Equipment — Prepared a report summarizing the investigation of potential energy and operating cost savings, and the probable capital cost of retrofitting the existing coarse bubble aeration equipment. The analysis included an evaluation of the various types of air diffusion devices available and the existing air supply blowers. The report included an evaluation of the potential final clarifier options and the probable replacement cost. As part of the report, plugging and fouling tests were conducted at the plant for nine months to aid in the selection of the fine bubble aeration equipment.

Milk River Intercounty Drainage Board CSO Control, Milk River Pumping Station Retention Basin — Prepared contract documents for the aeration equipment on the project. A special concern of the project was the sound levels that the centrifugal blowers would produce. The blowers and accessories were evaluated and specified on noise attenuation characteristics as not to disturb the surrounding residential community.

Sherri A. Wright, PE
Senior Engineer



City of Pontiac WWTP Evaluation of Aeration Equipment — Reviewed the facilities current secondary treatment process to determine potential energy and operating cost savings associated with upgrading the existing equipment. The analysis included an evaluation of the various types of air diffusion devices available.

City of Novi Lanny's Pump Station and Force Main Improvements— Project manager and design engineer for a submersible pump station, generator building and 14-inch force main to serve the growing westerly portion of the City of Novi. The 11,000 lineal feet of force main was directionally bored.

City of Novi Country Place and Stonehenge Pump Station Improvements — Project manager and design engineer for submersible pump station upgrades and each facility. Bypass provisions and natural gas standby generators were provided for emergency conditions.

City of Adrian, M-52 Pump Station and Force Main — Project manager and design engineer for a submersible pump station and 12-inch force main to serve the growing westerly portion of the City of Adrian. The 6,000 lineal feet of force main was directionally bored to elevated restoration concerns along the highly developed Maple Road. Bypass provisions and standby generation connections were provided for emergency conditions.

Lenawee County Drain Commissioner — Country Club Drive Pump Station Rehabilitation, Adrian Township – Project manager and design engineer for the rehabilitation of an existing dry-pit pump station to upgrade for wet weather flows. The project included pump and valve replacement, installation of metering and SCADA control equipment and electrical upgrades. Bypass pumping was required around the station during modifications.



Background

Education

Bachelors of Science In Civil Engineering, Colorado State University, 1998

Professional Registration

Professional Engineer, State of Michigan, 2003, License Number: 50391

Professional Affiliations

- Future Cities Engineer Mentor, 2006-Present
- OHM Toastmasters, 2006-Present
- Women's Transportation Seminar, Scholarship Committee, 2000-2001
- Institute of Transportation Engineers, 1999-2001

Professional Development

- Asset Management, August 2008
- Project Management Bootcamp, August 2007
- Michigan Wetlands, November 2006
- Water Sensitive Urban Design, November 2005
- Engineering Ministries Int'l, October 2002
- Land Development Desktop, January 2002
- School Safety Planning, MSU Extension, December 2000

Papers and Presentations

"Overseas Engineering", MSU Society of Women Engineers, November 2006

"Making Sewer Rehabilitation Happen", Great Lakes Reporter, December 2003

Experience

9 years of experience, 5 years with OHM

Ms. Cale is a Project Engineer representing OHM's municipal clients. Her responsibilities include directing clients through various engineering projects from inception to completion, reviewing engineering plans, estimating project costs, designing municipal projects, preparing specifications and bid documents, preparing state and federal grant applications. Recently, she has also been working on several environmental projects for various municipal clients.

Prior to joining OHM, Ms. Cale worked as a staff engineer for the City of Ann Arbor, where she gained experience in traffic engineering and site plan review. Christine implemented traffic safety programs including public outreach plans, which she personally put into practice by working extensively in city districts to promote traffic safety on neighborhood streets.

Ms. Cale has worked overseas in various capacities. Her international work experience includes updating a road maintenance budget with an asset management database, establishing asset inspection techniques, and addressing public concerns regarding localized flooding issues.

Relevant Experience

Water System Preliminary Engineering, Village of Dexter, MI – 2008

Project Engineer providing background information and system updates about the existing water system. Reviewed final report to ensure consistency with Client's goals and the existing system. Presented findings to the Client.

State Revolving Fund Project Plan, Huron Charter Township, MI – 2008

Project Manager coordinating team to develop a project plan to resolve wastewater system capacity issues. Ensured that proposed rehabilitation methods were consistent with Client's goals.

Sanitary Sewer Evaluation Study, Huron Charter Township, MI – 2008

Project Manager coordinating manhole inspection and smoke testing and televising of sanitary pipes. Responsible for reviewing results of inspection and smoke testing, reviewing final report, and recommending system improvements to the client.

Third Street Reconstruction, Village of Dexter, MI – 2008

Client Representative working with project engineer and construction engineer to ensure a successful project. Responsible for reviewing design and specifications prior to bidding.

Allens Creek Storm Water Initiative, Washtenaw County, MI – 2007

Project Engineer responsible for coordinating the review of potential sites within the Allens Creek Watershed where low-impact design features could be implemented. Prepared several documents for public meeting and review.

Water Reliability Study, Charter Township of Brownstown, MI – 2007

Project Engineer aiding in the interpretation of DWSD data and the calibration of H2O Map model.

Temporary Sanitary Flow Metering, Village of Dexter, MI – 2007

Project Engineer responsible for ensuring the appropriate areas of the wastewater system were monitored and that the results were clearly communicated with the client.

Manhole Rehabilitation Project, Village of Dexter, MI – 2006

Project Engineer responsible for determining manhole rehabilitation techniques used on the project. Compiled detailed specifications and contract documents for contract award.

Preliminary Equalization Basin Location Topographic Survey, Village of Dexter, MI – 2006

Project Engineer responsible for project management ensuring completed topographic survey provided in a timely manner. Completed wetland boundary survey.

Storm Water Projects, City of Greater Geelong, Australia – 2005-2006

Project Engineer responsible for responding to citizens concerns regarding storm water issues in their neighborhood. Analyzed and resolved local flooding problems utilizing up-to-date storm water management techniques.

Plymouth Hills Special Assessment District (SAD), Charter Township of Plymouth, MI – 2004

Project Engineer responsible for roadway design and contract administration for this Special Assessment District. Also, completed necessary SAD documents for Township Board approval.

Central Street Water Main, Village of Dexter, MI – 2003

Project Engineer responsible for preparing the design, cost estimate, and contract documents for the Village. Also, secured permitting from the MDEQ for construction.

Fifth Street Storm Sewer, Village of Dexter, MI – 2003

Project Engineer responsible for design, cost estimate, and contract documents for the Village.

Farmington Interceptor Sewer Rehabilitation and Siphon Access Chamber, City of Farmington, MI – 2002

Project Engineer responsible for contract documents and permit coordination with the MDEQ, MDOT, and various municipalities. The project involved rehabilitating approximately four miles of sanitary sewer and providing a new access to the siphon that extended under the Rouge River.

EPA Stag Grant, City of Farmington, MI – 2002

Project Engineer responsible for organizing the City's EPA State and Tribal Assistance Grant application. The grant monies will help fund the rehabilitation of a four-mile-long interceptor sewer that carries sewerage from the City of Farmington to Detroit's wastewater treatment plant.



Background

Mr. Magnan has worked in the engineering, construction and consulting industry for approximately 18 years and has a wide range of background skills in the areas of Project Management, Design/Build Project Management and Road Design Engineering. Mr. Magnan is experienced in Structural Engineering as a core technical background for facilities and bridge projects. He maintains a customer focus for project stakeholders and has proactive management style with strong communication skills.

As Project Manager, Mr. Magnan is responsible for client contact and contract implementation, including project planning and tracking. In addition, he is responsible for leading consulting teams through many phases of design engineering processes and through construction. Mr. Magnan has experience with various customers (public and private) to determine the proper courses of action by assessing and implementing key decisions in the complicated project planning and engineering design process with public agencies and private entities.

In the Design/Build industry, Mr. Magnan has worked as a Project Manager, Construction Manager, and Lead Engineer for ranging projects for projects ranging in total costs from \$1.0 million for local communities up to \$30+ million for large-scale multi-disciplinary utility authorities.

Mr. Magnan has gained a wide array of skills throughout his career in engineering, leadership and project management, and is very excited to be a part of the OHM team.

Relevant Experience

10 Million Gallon Water Facility, DWSD, Oakland County, MI

Project Manager and Structural Engineer - Working in a design/build partnership with Weiss Construction and others, this project involved the construction of a ten (10) million gallon water distribution and holding facility including storage tank, pump building, and off-site design components for western Oakland County communities. Duties included regularly scheduled field design supervision in addition to managing direction to multi-disciplinary divisions such as process piping, electrical/instrumentation, HVAC, structural, and architectural design. Duties also included direct contact with Detroit Water and Sewer District (DWSD) staff for site-related complexities to the project. Incorporated implementation plans for contingency actions during the construction project. Developed opinions of cost and reviewed cost-savings opportunities throughout the design/build process.

Pine Creek Ground Storage Water Facility, City of Brighton, MI

In cooperation with Abbey Homes (Pine Creek developer) and the City of Brighton, a 250,000 gallon ground-level water distribution facility was built in 2003-2004. Local community concerns developed when an elevated water tank was proposed in a residential area. Initial duties included investigating and constructing a ground-level facility alternative. The design-build contract/solution involved a residential-style enclosure, placed into the side of an adjacent hill to address very constrained site conditions in addition to matching the local residential character. As Construction Manager, this successful design-lead Design/Build contract included the

Education

- Bachelor of Science in Civil Engineering, 1990, University of Michigan (Ann Arbor, Michigan)
- Masters Coursework in Structural Engineering, 1990, University of Michigan (Ann Arbor, Michigan)

Professional Registration
Professional Engineer, 1995, State of Michigan, License Number: 41004

Professional Certifications
LTU/ACEC – PM Certified

Professional Development

- ACEC PM Certification, Lawrence Technological University
- Project Management BootCamp, PSMJ

Professional Affiliations
ASCE, ACEC, Chi Epsilon

Professional Papers
City of Brighton – Challis Road, GeoFoam and Sheetpile Design

Experience

18 years of experience, less than 1 year with OHM

Steven J. Magnan, PE
Structural Engineer



complexities of multidisciplinary design engineering and permitting, in addition to managing construction activities, installation, and operational testing. Local resident's feedback on the solution was overwhelmingly positive.

City Environmental-Sludge Holding Facility, City of Detroit, MI

As project engineer, responsibilities included design of a sludge handling facility and its associated mechanical conveyance systems, chemical process equipment installation, and major structural improvements on the City Environmental site in Detroit, MI. As a project engineer, additional responsibilities included structural steel and concrete engineering design and on-site coordination with installing contractors for major equipment installation of one large-scale building and associated components of four lime containment silos for sludge processing.

Bates Street Road Extension, City of Detroit, MI

As part of the Detroit Riverfront improvements effort, access to the Detroit riverfront was critical to its success for General Motors and the City of Detroit. Mr. Magnan developed the lead investigation report into extending Bates Street south from Jefferson Avenue to the Detroit River waterfront by constructing a new sloped, multi-span bridge structure through the existing underground Ford Auditorium parking structure. The extended road via a new bridge structure had to minimize parking loss and be safe for pedestrians. Complexities of this case were numerous and included large combined sewers below the existing parking structure, utility conflicts, parking, traffic, and constructability. The Bates Street extension project is successfully complete and operational today for public use.

Wastewater Treatment Facilities at the existing Pharmacea Plant, City of Kalamazoo, MI

Responsible as Project Lead Engineer for plant processes of new wastewater treatment facility improvements within the existing Pharmacea Corporation plant. The design process involved understanding of chemical reactivity with materials and the appropriate protection system necessary for long-term use. Mr. Magnan was also responsible for all structural engineering elements of the improvements project. Estimated total construction cost for this work totaled \$3 million. On-site consultation and coordination with the Pharmacea's representative coordination was a direct responsibility which I fulfilled.

Battle Creek Wastewater Treatment Facility, City of Battle Creek, MI

Project Engineer/Project Coordinator responsible for collaborating with the Process Design Team members, my responsibilities included design of new conveying systems for sludge handling components and on-site coordination with installation contractors for purposes of both process equipment and vehicular truck access. This project also included a complex roof replacement roof system that was designed and built under my direct supervision with contractors on site.

Milk River CSO Project, City of Gross Pointe, MI

As a structural engineer for this project, Mr. Magnan was responsible for the design, inspection and installation of a 120,000 square foot combined sewer overflow (CSO) facility located in Gross Pointe, Michigan. The top slab and its supporting components were designed to withstand HS-20 vehicular truck loadings and all hydraulic loading scenarios associated with its operation. Responsibilities also included inspection of the intake pipe conditions of the facility requiring temporary shutdown of the intake system for this structural condition assessment.



Education

- Masters of Architecture, University of Michigan, Ann Arbor, MI, 1986
- Bachelors of Science in Architecture, University of Michigan, Ann Arbor, MI, 1984

Professional Registration

Professional Architect, Pennsylvania, 1989, Michigan, Ohio, Wisconsin, and Mississippi

Professional Affiliations

Certification by the National Council of Architectural Registration Boards, 1990

Member of the City of Belleville Construction Board of Appeals

Experience

24 years of experience

Background

Mr. Hoppe is a professional Registered Architect and has performed all phases of building design including Schematic Design, Construction Documents, Bidding and Negotiation, and Construction Contract Administration.

Prior to founding Wayde C. Hoppe, Architect in 1998, Mr. Hoppe gained practical experience in Ann Arbor, Michigan and in Erie, Pennsylvania. From 1990 through 1997, he was a Project Architect for Daniels and Zermack Associates, Inc., in Ann Arbor, Michigan, serving as a Principal and Owner from 1993 through 1997.

Since 1986, Mr. Hoppe has designed over 1,000,000 square feet of commercial, institutional and residential floor space.

Relevant Experience

High School Construction, Van Buren Public Schools, MI – 2008

Project Architect for the bond application assistance process and pre-election services to build a new high school for the district.

Belle Park Condominiums, Belleville, MI

Wayde C. Hoppe, Architect provided design services to Lieberman Development for the design of 61 condominium units comprised in five separate three story buildings, totaling approximately 100,000 square feet.

Woodland Lakes Condominiums, Brighton Twp., MI

Wayde C. Hoppe, Architect provided design services to Woodland Lakes Development for the design of 45 condominium units, thirty five of which were comprised in five separate buildings and ten were single family homes.

Belleville Commons Condominiums, Belleville, MI

Wayde C. Hoppe, Architect provided design services to Belleville Properties LLC for the design of 20 condominium units in a single building on a site measuring .6 acres.

The Michigan State Housing Authority, Lansing, MI: Greyhaven Marina Village Balcony Study

A MSHDA financed multi-family development, consisting of three separate three story buildings, built in 1987 in Detroit, Michigan, had experienced serious Balcony deterioration. MSHDA hired Wayde C. Hoppe, Architect in 2004 to survey the existing conditions, analyze possible solutions, make recommendations, prepare an Opinion of Probable Building Budget; photo document the existing facilities and make a Powerpoint presentation to the Evaluating Committee at MSHDA. The estimated cost of renovations was \$1.5 million. The MSHDA contact for this study was Mr. Ron Robinson.

The Michigan State Housing Authority, Multi-Family Housing Projects

Wayde C. Hoppe, Architect has acted as design review consultant for MSHDA since 1998 and has provided services to review preliminary design issues as well as review of construction documents for compliance with MSHDA standards, code compliance, accessibility requirements and sound construction principles. The projects reviewed by Wayde C. Hoppe, Architect include:

-
- Erwin Estates, Buena Vista Township, MI
 - Northland Meadows, Cadillac, MI
 - Villas of Oakland Woods, Pontiac, MI
 - Lockwood of Fenton, Fenton, MI
 - Oliver Gardens, Lansing, MI
 - East Lansing Deerpath, E. Lansing, MI
 - Oakland Woods, Pontiac, MI
 - Ravine Terrace, Tittabawassee Twp., MI
 - Core City, Detroit
 - Delhi Stratford, Holt, MI
 - Woodworth Seniors, Bad Axe, MI
 - Heritage Place, Milford, MI
 - Gibraltar Manor, Gibraltar, MI
 - Monroe Elderly, Monroe, MI
 - Brownstown Family, Brownstown, MI
 - Woodglen Meadows, Van Buren, MI
 - Northside Townhouses, Ann Arbor, MI
 - Oakcrest Village, Osceola, MI
 - Summit Point, Traverse City, MI
 - Campus Square Townhomes, Detroit, MI
 - Lake Huron Woods, Port Huron, MI
 - Court Street Village south, Flint, MI
 - Greenwood Village, Hillsdale, MI
 - Helen Odian Butler II, Detroit, MI
 - Lighthouse Village, Cheboygan, MI
 - Eastwood, Sturgis, MI

Past and Current Projects

Dexter Municipal Complex Study, Village of Dexter, MI -2008

Study of 8140 and the Pilot site for relocation of the Village offices, fire station, police station and community center.

Adrian Training Center Renovation, Department of Corrections, Adrian, MI - 2008

Roof and foundation repairs and replacement of entry stairs

Cobblestone Farms Renovation, Ann Arbor, MI 2008

Renovation of the administrative offices on the first level of the historic Cobblestone Farms

Novi Township Hall Relocation, Novi, MI -2008

Relocation of the historic Township Hall to make room for the new Library

Belleville High School Athletic Field Light Fixture Replacement, Belleville, MI - 2008

Replacement of MUSCO light fixtures and surrounding pedestrian lighting

Belleville High School Replacement, PQ Application, Belleville, MI – 2008

PQ application process and preliminary design

Fellowship Baptist Church Renovation, Whitmore Lake, MI – 2007

Accessibility and Bathroom Renovations

Brookside Commons Condominiums Renovations, Ann Arbor, MI – 2007

Roof and chimney renovations; 81,000 square feet of roofed area

Depot Row Commercial Offices, Bay St. Louis, Mississippi – 2006

Nine new office/commercial suites; 8,400 square feet

Wintergarden Estates Condominiums, Long Beach, Mississippi – 2006

Three new buildings with 20 total units; 26,000 square feet



Education

Bachelor of Science In
Mechanical Engineering,
Michigan Technological
University, 1995

Licenses

Professional Engineer:
Michigan, Wisconsin

Professional Affiliations

- ASHRAE, American Society of Heating, Refrigerating, and Air-Conditioning Engineers
- National Society of Professional Engineers

Experience

12 years of experience, 6
years with OHM

Background

Ms. Williams is OHM's Houghton office General Manager. Her client-focused, quality based philosophy is exemplified in the values of the organization. Through her guidance, the entire staff excels at what they do best, keeping in mind the needs of the client at all times. Ms. Williams also oversees the project schedules and workload for our multi-disciplined designers and drafters. The coordination of responsibilities within our organization makes each project team a success.

Ms. Williams' technical expertise is in the field of mechanical engineering. Following her graduation from Michigan Tech, Ms. Williams worked for Ellerbe Becket in Minneapolis, designing HVAC systems for sports arenas, university buildings and museums. She was responsible for designing building ventilation systems, calculating heating and cooling loads, specifying equipment, CAD drawing and field inspection of mechanical systems.

Since 2001, Ms. Williams has designed the HVAC and plumbing systems for various building projects including: health care, public housing, municipal and governmental facilities. Ms. Williams is a conscientious designer, who is aware of the importance of heating, cooling and ventilation systems to the comfort and safety of a building's occupants.

Relevant Experience

Treatment Facility Expansion, Department of Military and Veterans Affairs – 2006

Project Manager and Project Mechanical Engineer for the expansion of treatment facilities at the VA Medical Center in Iron Mountain Michigan. The project included working with the building staff to add sufficient additional examination space. This project included all necessary mechanical systems and plumbing system unique to medical facilities.

School Addition, Pentwater Public Schools

Project Mechanical Engineer responsible for mechanical systems for the addition to an existing school. Project included an analysis of the existing facility and the design of necessary system improvements.

School Design, White Cloud Public Schools

Project Mechanical Engineer for the design of a new Upper Level Elementary School. Responsible for the design of all mechanical systems. HVAC Upgrades were also made to an existing Middle School.

School Addition, Watersmeet Area Schools

Project Mechanical Engineer responsible for mechanical systems for the addition and remodeling of an existing school.

Building Addition, Ironwood Area Schools

Project Mechanical Engineer responsible for mechanical systems for the addition to an existing school building. This project included inspection of and recommended the replacement of the existing Boiler.

Tracie M. Williams, PE
Project Engineer – Mechanical



School Renovation, Calumet-Laurium-Keweenaw Public Schools
Project Mechanical Engineer for Science Lab Remodeling

School Renovation, Baraga Area Schools
Project Mechanical Engineer for renovations to the existing school including boiler replacement and mechanical room redesign. Performed load calculations to size boiler adequately for school and to conserve operating costs.

Engadine Consolidated Schools
Project Mechanical Engineer for Boiler Replacement

Schoolcraft Housing Commission
Project Mechanical Engineer for Remodeling & Maintenance projects

Keweenaw Bay Ojibwa Community College – 2002
Project Mechanical Engineer for New community college and resource/recreation facility. Responsible for HVAC and plumbing design including a full kitchen.

Building Addition, Josephson Nursing Home – 2006-2008
Project Manager and Project Mechanical Engineer for proposed 20,000 s.f. nursing home addition including new community/activity space, and extensive remodel to existing facility. Responsible for project coordination, scheduling and staffing of the multi-discipline project team. Project included the design of all mechanical systems needed to service the addition. Involved in securing Brownfield and HUD.

Facility Addition, Ontonagon Memorial Hospital and Long-Term Care Facility
Project Mechanical Engineer for the dining room addition to the existing long term care facility.

Gladstone Clinic, Marquette General Health System
Project Mechanical Engineer for the design of the Marquette General Health System's Gladstone Clinic. Designed for proper ventilation keeping the noise level and air velocities acceptable for patients.

Health Center Addition, Portage Health System – 2006/2007
Project Manager for renovations to the Houghton Community Health Center. This addition created additional working space for staff in order to accommodate the facilities growing workforce. The project involved working closely with the staff of the facility in order to support current needs and improve flow through different spaces.

Building Renovations, Houghton County Medical Care Facility – 2005
Project Manager and Project Mechanical Engineer for renovations to the Houghton County Medical Care Facility. The project included the identification of necessary ventilation improvements. Upgrades to the existing ventilation system were designed to improve deficiencies in the working area of the kitchen.

Facility Design, Omega House Hospice
Project Mechanical Engineer for the design of a new 6,100 s.f. hospice group home. Special care was taken in the design to provide adequate ventilation while minimizing operating costs. Design complied with Health Facility Code.



Education

Bachelor of Science in
Electrical Engineering,
Michigan Technological
University, 1995, Summa
Cum Laude

Licenses

Professional Engineer:
Michigan and Oregon

Professional Affiliations

- NFPA – National Fire Protection Association
- IESNA, Illuminating Engineering Society of North America
- ASHRAE, American Society of Heating, Refrigerating, and Air-Conditioning Engineers

Experience

13 years of experience, 9 years with OHM

Background

Mr. Marttila is responsible for electrical systems design and specifications at OHM. He has experience with electrical lighting, power, telecommunications, fire alarm, and related systems. Mr. Marttila contributes a strong understanding of electrical systems, design, construction, operation and maintenance.

Mr. Marttila's experience also includes being a Project Engineer for INTEL of Portland, Oregon, responsible for scope, estimate, design, and construction of projects supporting the semiconductor manufacturing facility. Previous experience as an Electrician and as a Brick Mason has contributed to his thorough knowledge of electrical systems and construction methods.

Relevant Experience

Lighting Upgrades, Camp Kitwen Correctional Facility, Painesdale, MI – 2007

Project Manager and Electrical Engineer for Perimeter Lighting Design for the Michigan Department of Corrections. At the request of the owner, "instant-on" lights were specified with motion sensor control to provide security lighting for the exterior perimeter fence line.

Lighting Upgrades, Southfield Civic Center, Southfield, MI – 2007

Project Electrical Engineer for Lighting Replacement as part of the South Parking Lot project. New lights and pole were specified, with lighting layout designed to meet IES recommendations.

Lighting Upgrades, Ypsilanti, MI – 2007

Project Electrical Engineer for Riverside Park trail and walkway Lighting Design.

Street Lighting Upgrades, City of Auburn Hills, MI – 2006

Project Electrical Engineer for Street Lighting Design for 3 residential streets. Performed lighting design to IES recommendations and owner's considerations.

Lighting Upgrades, Munising L-Dock, Munising, MI – 2002

Project Electrical Engineer for Lighting Upgrades and other electrical improvements as part of the dock replacement project for the Pictured Rocks tour boat dock.

Lighting Upgrades, Michigan Technological University – 2004

Project Electrical Engineer for Lighting Upgrades at the existing Student Development Complex.

Electrical System Analysis, Village of L'Anse – 2002

Project Manager/Engineer for electrical utility system analysis and report for Village

Electrical System Analysis, Village of Baraga – 2002

Project Manager/Engineer for electrical utility system analysis and report for Village

Energy Services Program, NICE Community Schools – 2006

Project Manager and Project Electrical Engineer for the 2006 Energy Services Program. This project included a district wide system analysis and provided recommendations and design of lighting upgrades.

Paul Marttila, PE
Project Engineer – Electrical



LL Wright High School Remodel, Ironwood Area Schools – 2000/2003

Project Electrical Engineer for the remodeling of the historic L.L. Wright High School. Responsible for the design of upgrades to the existing buildings electrical systems. Projects included a complete new fire alarm system and a security camera system with monitors and digital recorder.

Generator Replacement, Michigan Technological University – 2005

Project Electrical Engineer for Generator/Transfer Switch Replacement project. Hitch performed design calculations, specifications, and drawings to replace generators and transfer switches for Electrical Energy Resource Center, Chemistry/Science Building, and ME-EM building.

Baraga Armory Remodeling Project, Department of Military and Veterans Affairs – 2007

Project Electrical Engineer for a 1,400 square foot kitchen addition to the Baraga Armory. The project included the remodeling of an existing storage and supply area to meet the Department of Military and Veterans Affairs requirements.

Kingsford Armory Remodeling Project, Department of Military and Veterans Affairs – 2007

Project Electrical Engineer for the remodeling of the existing vehicle storage and maintenance areas for the Kingsford Armory. The project included the construction of new offices, break room, and equipment and storage mezzanines to meet the Department of Military and Veterans Affairs requirements.

Treatment Facility Expansion, Department of Military and Veterans Affairs – 2006

Project Electrical Engineer for the expansion of treatment facilities at the VA Medical Center in Iron Mountain Michigan. The project included working with the building staff to add sufficient additional examination space.

Addition, Ontonagon Memorial Hospital & Long-Term Care Facility – 2005

Project Manager and Project Electrical Engineer for Dining Room Addition to an existing Hospital & Long Term Care Facility. Responsibilities included project management and oversight for the addition. The project also included upgrades to site lighting for new patient drop-off driveway.

Health Center Addition, Portage Health System – 2006/2007

Project Electrical engineer for renovations to the Houghton Community Health Center. This addition created additional working space for staff in order to accommodate the facilities growing workforce. The project involved working closely with the staff of the facility in order to support current needs and improve flow through different spaces.

Gladstone Clinic, Marquette General Health System – 2002/2003

Project Electrical Engineer for New Gladstone Clinic. Responsible for all electrical lighting, power, and special systems design.



Section 4 – Proposed Schedule



Proposed Schedule

Village of Dexter Professional Engineering Design Services for Equalization Basin

Task	Duration	2009												2010												
		October	November	December	January	February	March	April	May	June	July	August	September	October	November	December	January	February	March	April	May	June	July	August	September	
Task 1: Preliminary Design Draft Plans and Specification Submittal due to MDEQ	10/01/08 – 03/05/09	[Gantt bar: 10/01/08 to 03/05/09]																								
	Estimated 03/10/09																									
Task 2: Final Design Final Plans and Specification Submittal due to MDEQ Part I SRF Application Due for 4th Quarter 2009 Final Plans and Specifications approved by MDEQ Part II SRF Application Due for 4th Quarter 2009	02/26/09 – 06/26/09	[Gantt bar: 02/26/09 to 06/26/09]																								
	Estimated 05/20/09																									
	05/28/09 *																									
	06/17/09 *																									
Task 3: Bidding Part III SRF Application Due for 4th Quarter 2009	06/22/09 – 08/07/09	[Gantt bar: 06/22/09 to 08/07/09]																								
	08/07/09 *																									
Task 4: Construction	08/10/09 – 09/03/10	[Gantt bar: 08/10/09 to 09/03/10]																								

This schedule assumes an award date of September 30, 2008. If the Notice to Proceed date falls before or after September 30, the schedule would change accordingly.

* Dates denoted with an asterisk have been confirmed by they MDEQ.



Section 5 - Fee Proposal





Fee Proposal

Village of Dexter
Professional Engineering Design Services for Equalization Basin

Breakdown of Project Tasks by Hours and Team Members

Project Team Member	Task 1	Task 2	Task 3	Task 4	Task 5	Total Estimated Hours	Rate	Total Cost
	Equalization Process Development & Basis of Design	Preliminary Engineering	Final Engineering	Permitting	Advertisement & Bidding			
	hours	hours	hours	hours	hours			
Project Manager/Principal	40	54	56	8	17	175	135	\$23,625
Civil Engineer	35	46	203	24	28	336	107	\$35,952
Structural Engineer	1	17	94	0	2	114	131	\$14,934
Electrical and Mechanical Engineer	2	11	171	0	2	186	98	\$18,228
CAD Technician	8	48	179	4	5	244	87	\$21,228
Architect	1	3	32	0	1	37	135	\$4,995
Quality Assurance/Quality Control	0	12	30	0	0	42	135	\$5,670
Word Processor	2	10	64	10	8	94	50	\$4,700
Totals	89	201	829	46	63	1,228	-	-
Not-to-exceed Fee								\$129,332



Jones & Henry Engineers, Ltd.

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September 3, 2008

Ms. Donna Dettling
Village Manager
Village of Dexter
8140 Main
Dexter, Michigan 48130

Subject: Village of Dexter, Michigan
Proposal: EQ Basin Design & Fee Structure

Dear Ms. Dettling:

Thank you for the opportunity to submit for your equalization basin design project. We understand the size of the basin has changed from 1,000,000 gallons to 400,000 gallons.

With reference to our January 16, 2007 proposal, Jones & Henry Engineers continues to feel that the Village's resources can best be utilized through an equalization basin design which can easily be converted to a major portion of the Village's future wastewater treatment plant.

A two phase approach would allow the Village to use the walls, base slab, and other ancillary facilities installed for the equalization basin as part of a future wastewater expansion. A phased approach would save the Village significant future construction costs.

We anticipate the following work items.

1. Size and site the basin following a review on current and future basin use. The review will include a preliminary determination of the future treatment train.
2. Size and locate a submersible pump station to feed the basin.
3. Determine how flow will be released from the basin back to the treatment stream.
4. Determine basin cleaning method and if aeration of the basin is desired.
5. Coordinate electrical and controls.
6. Complete permits and submit to MDEQ and appropriate building authorities.
7. Provide bidding services and a bid award recommendation.



FEE STRUCTURE

The following itemizes our fees for the equalization project:

Employee Category	Estimated Task Hours						Total Estimated Hours	Rate	Total
	Project Memorandum	Project Review	Preliminary Engineering	Detailed Engineering	Permitting	Advertise & Bid			
Project Manager/Principal	4	40	40	60	8	10	160	\$135	\$21,600
Project Engineer		24	80	200	24	18	346	\$95	32,870
Technician		16	92	320	8	8	444	\$65	28,860
Word Processing	2	16	16	36	6	4	80	\$40	3,200
Structural Engineer		4	40	100		2	146	\$100	14,600
Electrical Engineer		4	40	100		2	146	\$95	14,600
									\$115,730
							Expenses		3,700
									\$119,430

The SRF project plan indicates a projected construction cost for a 400,000 gallon basin.

Expenses include:

Mileage:	\$700
Printing & Copying	1,500
Phone/FAX	500
Miscellaneous	1,000
Total	\$3,700

Please note that no permitting or advertising fees have been included.

A rate classification sheet follows for any additional work as necessary.

SCHEDULE OF CHARGES

Classification	Hourly Rate
Principal.....	\$115-\$135
Project Manager.....	\$87-\$125
Senior Engineer.....	\$81-\$100
Project Engineer.....	\$55-\$80
Engineer.....	\$55-\$75
O&M Specialists.....	\$60-\$75



Senior Construction Services Specialist	\$65-\$75
Construction Services Specialist.....	\$45-\$60
Information Systems Specialist.....	\$50
Senior I&C Specialist.....	\$92
Senior Architecture Specialist	\$91
Designer, Senior Technician	\$70-\$85
Technician	\$50-\$63
CAD Operator.....	\$38-\$45
Word Processor.....	\$30-\$43

For expenses incurred in the work for travel, subsistence, toll telephone calls, fax, printing, copying, etc., the actual cost plus ten percent (10%) thereof.

Computer charges are based on \$10.00 per hour of use.

For services and supplies furnished by others at the expense of the Engineers, the actual cost plus thirty percent (30%) thereof.

The time and expense fees shall be payable monthly, each payment being equal to the amount earned during the preceding month.

Charges are based upon:

Hourly rate x 1.35 (Direct Personnel Expenses) x 2.25 (Overhead & Profit)



Jones & Henry Engineers, Ltd.

Ms. Donna Dettling
September 3, 2008
Page 2

Our fees for the 400,000 gallon equalization basin design are attached with this cover letter.

If you have any questions in regards to our qualifications please feel free to contact us anytime.

Daniel W. Miller, P.E.
Jones & Henry Engineers, Ltd.
2000 West Central Avenue
Toledo, Ohio 43606
419.473.9611
419.473.8924 FAX

Sincerely,

JONES & HENRY ENGINEERS, LTD.

A handwritten signature in black ink, appearing to read 'Daniel W. Miller', is written over the typed name.

Daniel W. Miller, P.E.
Principal

AGENDA 10-13-08

ITEM L-3

VILLAGE OF DEXTER

8140 Main Street Dexter, MI 48130-1092

ddettling@villageofdexter.org

Phone (734)426-8303

Fax (734)426-5614

MEMO

To: President Keough and Council
From: Donna Dettling, Village Manager
Date: October 13, 2008
Re: Composting Site

Attached is a "Composting Agreement" that is being recommended for approval. As you may recall during the budget process, we discussed that all compost must be taken to a Department of Environmental Quality "DEQ" registered composting site. This new requirement was effective in March of 2008 and although our budget projection includes placing all compost material in containers and hauling it away, the DPW staff has been diligently working on a more efficient and cost effective solution.

We found a local farm to work with and they have successfully registered their site with the DEQ. Both parties along with legal counsel have worked on securing this registration as well as the attached agreement for several weeks.

At this time we are asking for approval of the agreement, as the DPW will start the leaf pick-up operation on October 20, 2008. Please contact Courtney or myself with questions prior to the meeting, if at all possible.

COMPOSTING AGREEMENT

The Village of Dexter, a Michigan municipal corporation, whose address is 8140 Main Street, Dexter, Michigan 48130 (Village), and Robert and Carol Breuninger, Trustees of the Robert E. and Carol A. Breuninger Trust, under trust agreement dated _____, whose address is 8171 Marshall Road, Dexter, MI 48130-9433 (Breuninger), enter into this Composting Agreement (Agreement) on _____, 2008 (the Effective Date).

Recitals:

- A. Breuninger owns property fronting on Parker Road, Section 7, Scio Township, Michigan, Tax ID No. H-08-07-300-004.
- B. The Village desires to dispose of tree leaves generated within its boundaries, by depositing such tree leaves at or on Breuninger's property (as described below).
- C. Breuninger is willing to allow the Village to use its property in this manner.

Agreement:

Based on the Recitals stated above, and for the valuable consideration as stated below, the receipt and sufficiency of which is acknowledged by Breuninger, the Village and Breuninger agree as follows:

1. **Identification of Property.** The location on Breuninger's property where the Village may deposit the tree leaves is described as a 5 acre area, measuring 330 feet east and west; and 660 feet north and south, whose western edge begins 75 feet east of the centerline of Parker Road, and whose north and south edges are located 330 feet north and south of the farm lane located approximately in the middle of the Parker Road frontage. (This 5 acre area is the Property.) Each Fall season, before depositing any tree leaves, a representative from the Village shall meet with Breuninger to discuss the general location on the Property where the tree leaves will be deposited, and the Village shall follow Breuninger's reasonable directions on the general location for the deposit of the tree leaves.
2. **Deposit of Materials.** The Village may deposit at or on the Property tree leaves generated within its boundaries (Leaves).
3. **Duration of the Agreement; Option to Extend.** The initial duration of this Agreement (the Initial Term) shall be 364 days from its Effective Date. The Village has two options to extend the Agreement, with each extension being for 364 days. The Village may exercise its options to extend the Agreement by notifying Breuninger of the extension before the expiration of the then-current term.

4. **Payment to Breuninger.** The Village shall pay to Breuninger \$5,000.00 (Five Thousand and 0/100 Dollars) for the Initial Term, and for each extension of the Agreement, paid in two installment payments per year equal to \$2,500.00 (Two Thousand Five Hundred and 0/100)(Installment Payment). The Installment Payments shall be paid on November 1, 2008, and April 1, 2009 for the Initial Term; October 1, 2009, and April 1, 2010, for the first extension of the Agreement (if extended); and October 1, 2010, and April 1, 2011, for the second extension of the Agreement (if extended).
5. **Time and Manner of Deposit.** The Village may deposit the Leaves at or on the Property at any time; provided however that the Village's activities cannot cause a nuisance to Breuninger.
6. **Deposit Exclusive to the Village.** Breuninger shall not allow any other persons or entities to deposit Leaves or other organic material at or on the Property without the Village's prior written consent, which shall not be unreasonably withheld. The Village may reasonably withhold its consent if, in its sole determination, the deposit of this organic material by other entities might result in a volume of deposit greater than 5,000 cubic yards per acre over the duration of this Agreement, as it may be extended, or if the proposed deposit of organic material would jeopardize in any way the ability of the Property to receive the Village's Leaves.
7. **Registration of the Property.** Breuninger represents and warrants to the Village that the Property is properly registered with the State of Michigan Department of Environmental Quality as a composting facility.
8. **Maintenance of the Property.** The Village shall maintain the Leaves on the Property and take any other action, at its sole cost, during the duration of this Agreement, as it may be extended, so as to maintain the Property's registration as a composting facility and meet all applicable requirements for the deposit of Leaves, including but not limited to MCL 324.11521. The Village reserves the right to construct a fence as may be needed to protect the Property or to maintain the Property's registration as a composting facility.
9. **Use of Compost Material.** Breuninger may remove the Leaves or composted material created by the Leaves, upon consultation with the Village. The purpose of such consultation is to confirm that removal of the Leaves or composted material meets all, or will not violate any, of the requirements needed to maintain the registration of the Property as a composting facility.
10. **Indemnity.** To the extent permitted by law, the Village shall defend, hold harmless, and indemnify Breuninger against any claims or damages (including reasonable attorneys fees) Breuninger incurs because of this Agreement, except for those caused by Breuninger's gross negligence or intentional acts.
11. **Miscellaneous.** Breuninger represents that it is the owner of the Property and has authority to enter into and undertake all obligations required by this Agreement. Notices

required by this Agreement shall be in writing and delivered to the parties at the addresses stated above by hand delivery or facsimile followed by first class mail, with service being effective upon delivery or sending. This Agreement shall be binding upon the heirs, legal representatives, successors and assigns of the parties. This Agreement shall be construed in accordance with the laws of the State of Michigan. Time shall be of the essence in this Agreement. In any dispute over the terms of this Agreement, the prevailing party is entitled to reimbursement of its costs for enforcing the Agreement, including reasonable attorneys fees, from the non-prevailing party.

Village of Dexter

By:

Its:

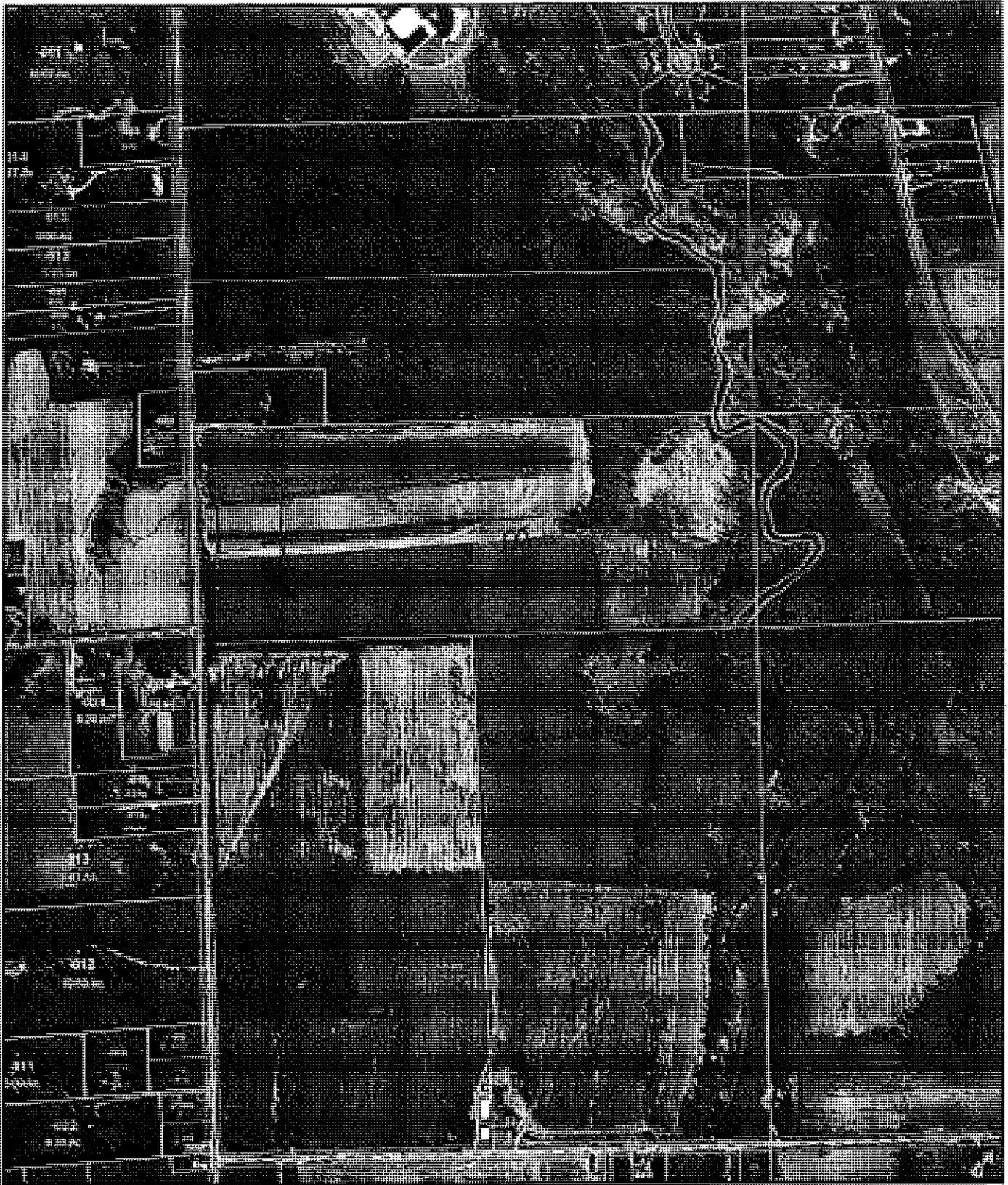
By:

Its:

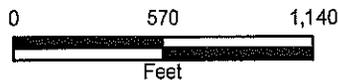
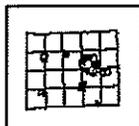
**Robert E. and Carol A.
Breuninger Trust**

Robert E. Breuninger
Trustee

Carol A. Breuninger
Trustee



Location Map



1 inch equals 685.2 feet



Geographic Information System

The information contained in this cadastral map is used to locate, identify and inventory parcels of land in Washtenaw County for appraisal and taxing purposes only and is not to be construed as a "survey description". The information is provided with the understanding that the conclusions drawn from such information are solely the responsibility of the user. Any assumption of legal status of this data is hereby disclaimed.

NOTE: PARCELS MAY NOT BE TO SCALE

**GIS Map Print
Proposed Compost Site**

THIS MAP REPRESENTS PARCELS AT THE TIME OF PRINTING. THE OFFICIAL PARCEL TAX MAPS ARE MAINTAINED SOLELY BY THE WASHTENAW COUNTY EQUALIZATION DEPARTMENT AND CAN BE OBTAINED BY CONTACTING THAT OFFICE AT 734-222-6662.

Date Printed: 09/02/2008

AGENDA 10-13-08

ITEM L-4 + L-5

VILLAGE OF DEXTER

ddettling@villageofdexter.org

8140 Main Street Dexter, MI 48130-1092

Phone (734)426-8303 ext 11 Fax (734)426-5614

MEMO

To: President Keough and Council Members
From: Courtney Nicholls, Assistant Village Manager
Date: October 13, 2008
Re: Policy Adoption

Provided for your review and adoption are two draft policies. The first is a Social Security Number Privacy Policy required by the Michigan Social Security Number Privacy Act. Currently the Village's use of social security numbers is limited to required human resource functions, such as enrollment in insurance policies and verification of citizenship (I-9's).

The second policy is required by the federal Fair and Accurate Credit Transactions Act. The Village is required to comply with this act because we are a utility provider. The policy establishes an "Identity Theft Prevention Program" to identify, detect, and respond to "red flags" that warn of identify theft.

Once the policies are adopted, appropriate employees will receive training on their implementation.

Village of Dexter
Social Security Number Privacy Policy & Procedure

Effective Date: October 27, 2008

I. Policy

Pursuant to Michigan state law, it is the policy of the Village of Dexter to protect confidentiality of social security numbers. No person shall knowingly acquire, disclose, transfer, or unlawfully use the social security number of any employee or other individual unless in accordance with applicable state and federal law and the procedures and rules established by this policy.

II. Administrative Procedures/Rules

A. Social Security Number Defined

As used in this policy, the term "social security number" includes both the entire nine-digit number and more than 4 sequential digits of the number.

B. Public Display

Social security numbers shall not be placed on identification cards or badges, membership cards, permits, licenses, time cards, employee rosters, bulletin boards, or any other materials or documents that are publicly displayed. Documents, materials, or computer screens that display social security numbers or other sensitive information shall be kept out of public view at all times.

C. Access to Social Security Numbers

Only persons authorized by the responsible department or other administrative unit head shall have access to information or documents that contain social security numbers.

D. Mailed or Transmitted Documents

Documents containing social security numbers shall only be mailed or transmitted in the following circumstances:

State or federal law, rule, regulation, or court order or rule authorizes, permits or requires that a social security number appear in the document.

The document is sent as part of an application or enrollment process initiated by the individual whose social security number is contained in the document.

The document is sent to establish, confirm the status of, service, amend, or terminate an account, contract, policy, or employee or health insurance benefit or to confirm the accuracy of a social security number of an individual who has an account, contract, policy, or employee or health insurance benefit.

The document or information is mailed by or at the request of an individual whose social security number appears in the document or information or at the request of his or her parent or legal guardian.

Documents containing social security numbers that are mailed or otherwise sent to an individual shall not reveal the number through the envelope window, nor shall the number be otherwise visible from outside the envelope or package.

Social security numbers shall not be sent over the internet or a computer system or network (i.e. through e-mail) unless the connection is secure or the transmission is encrypted. No individual shall be required to use or transmit his or her social security number over the internet or a computer system, or to gain access to an internet website, computer system or network (i.e. through e-mail) unless the connection is secure, the transmission is encrypted, or a password or other unique personal identification number or other authentication device is also required to gain access to the internet website or computer system or network.

E. Storage and Disposal

All documents or files that contain social security numbers shall be stored in a physically secure manner. Social security numbers shall not be stored on computers or other electronic devices that are not secured against unauthorized access.

Documents or other materials containing social security numbers shall not be thrown away in the trash; they shall be discarded or destroyed only in a manner that protects their confidentiality, such as shredding.

F. Information Collected

Social security numbers should only be collected where required by federal and state law or as otherwise permitted under the Michigan Social Security Number Privacy Act. If a unique identifier is needed, a substitute for the social security number shall be used.

G. Accountability

Any person who fails to comply with this policy shall be subject to discipline up to and including discharge.

H. Policy Guidance

If any questions regarding social security number privacy and security should arise, contact the Village Manager for policy clarification and guidance.

Village of Dexter
OFFICIAL POLICY & PROCEDURE

IDENTITY THEFT PREVENTION PROGRAM

EFFECTIVE: OCTOBER 27, 2008

Purpose

To establish an Identity Theft Prevention Program designed to detect, prevent and mitigate identity theft in connection with the opening of a covered account or an existing covered account and to provide for continued administration of the Program in compliance with the Federal Trade Commission's Red Flags Rule (Part 681 of Title 16 of the Code of Federal Regulations) implementing Sections 114 and 315 of the Fair and Accurate Credit Transactions Act (FACTA) of 2003.

Under the Red Flag Rule, every financial institution and creditor is required to establish an "Identity Theft Prevention Program" tailored to its size, complexity and the nature of its operation. Each program must contain reasonable policies and procedures to:

1. Identify relevant Red Flags for new and existing covered accounts and incorporate those Red Flags into the Program;
2. Detect Red Flags that have been incorporated into the Program;
3. Respond appropriately to any Red Flags that are detected to prevent and mitigate Identity Theft; and
4. Ensure the Program is updated periodically, to reflect changes in risks to customers or to the safety and soundness of the creditor from Identity Theft.

Definitions

Identifying information means any name or number that may be used, alone or in conjunction with any other information, to identify a specific person, including: name, address, telephone number, social security number, date of birth, government issued driver's license or identification number, alien registration number, government passport number, employer or taxpayer identification number, unique electronic identification number, computer's Internet Protocol address, or routing code.

Identify theft means fraud committed or attempted using the identifying information of another person without authority.

A covered account means:

1. An account that a financial institution or creditor offers or maintains, primarily for personal, family, or household purposes that involves or is designed to permit multiple payments or transactions. Covered accounts include credit card accounts, mortgage loans, automobile loans, margin accounts, cell phone accounts, utility accounts, checking accounts and savings accounts; and
2. Any other account that the financial institution or creditor offers or maintains for which there is a reasonably foreseeable risk to customers or to the safety and soundness of the financial institution or creditor from identity theft, including financial, operational, compliance, reputation or litigation risks.

A *red flag* means a pattern, practice or specific activity that indicates the possible existence of identity theft.

Policy

- A. **IDENTIFICATION OF RED FLAGS.** The Village identifies the following red flags, in each of the listed categories:
1. Suspicious Documents
 - i. Identification document or card that appears to be forged, altered or inauthentic;
 - ii. Identification document or card on which a person's photograph or physical description is not consistent with the person presenting the document;
 - iii. Other document with information that is not consistent with existing customer information (such as if a person's signature on a check appears forged); and
 - iv. Application for service that appears to have been altered or forged.
 2. Suspicious Personal Identifying Information
 - i. Identifying information presented that is inconsistent with other information the customer provides (example: inconsistent birth dates);
 - ii. Identifying information presented that is inconsistent with other sources of information (for instance, an address not matching an address on a credit report);
 - iii. Identifying information presented that is the same as information shown on other applications that were found to be fraudulent;
 - iv. Identifying information presented that is consistent with fraudulent activity (such as an invalid phone number or fictitious billing address);
 - v. Social security number presented that is the same as one given by another customer;
 - vi. An address or phone number presented that is the same as that of another person;
 - vii. A person fails to provide complete personal identifying information on an application when reminded to do so (however, by law social security numbers must not be required); and
 - viii. A person's identifying information is not consistent with the information that is on file for the customer.
 3. Suspicious Account Activity or Unusual Use of Account
 - i. Change of address for an account followed by a request to change the account holder's name;
 - ii. Payments stop on an otherwise consistently up-to-date account;
 - iii. Account used in a way that is not consistent with prior use (example: very high activity);
 - iv. Mail sent to the account holder is repeatedly returned as undeliverable;
 - v. Notice to the Village that a customer is not receiving mail sent by the Village;

- vi. Notice to the Village that an account has unauthorized activity;
- vii. Breach in the Village's computer system security; and
- viii. Unauthorized access to or use of customer account information.

4. Alerts from Others

- i. Notice to the Village from a customer, identity theft victim, law enforcement or other person that it has opened or is maintaining a fraudulent account for a person engaged in Identity Theft.

B. DETECTING RED FLAGS.

1. **New Accounts.** In order to detect any of the Red Flags identified above associated with the opening of a new account, Village personnel will take the following steps to obtain and verify the identity of the person opening the account:
 - i. Require certain identifying information such as name, date of birth, residential or business address, principal place of business for an entity, driver's license or other identification;
 - ii. Verify the customer's identity (for instance, review a driver's license or other identification card);
 - iii. Review documentation showing the existence of a business entity; and/or
 - iv. Independently contact the customer.
2. **Existing Accounts.** In order to detect any of the Red Flags identified above for an existing account, Village personnel will take the following steps to monitor transactions with an account:
 - i. Verify the identification of customers if they request information (in person, via telephone, via facsimile, via email);
 - ii. Verify the validity of requests to change billing addresses; and
 - iii. Verify changes in banking information given for billing and payment purposes.

C. PREVENTING AND MITIGATING IDENTITY THEFT. In the event Village personnel detect any identified Red Flags, such personnel shall take one or more of the following steps, depending on the degree of risk posed by the Red Flag:

1. **Prevent and Mitigate**

- i. Continue to monitor an account for evidence of Identity Theft;
- ii. Contact the customer;
- iii. Change any passwords or other security devices that permit access to accounts;
- iv. Not open a new account;
- v. Close an existing account;
- vi. Reopen an account with a new number;
- vii. Notify the Village Manager for determination of the appropriate step(s) to take;
- viii. Notify law enforcement; and/or

ix. Determine that no response is warranted under the particular circumstances.

2. Protect customer identifying information

- i. In order to further prevent the likelihood of identity theft occurring with respect to Village accounts, the Village will take the following steps with respect to its internal operating procedures to protect customer identifying information:
- ii. Ensure that its website is secure or provide clear notice that the website is not secure;
- iii. Ensure complete and secure destruction of paper documents and computer files containing customer information;
- iv. Ensure that office computers are password protected and that computer screens lock after a set period of time;
- v. Keep offices clear of papers containing customer information;
- vi. Request only the last 4 digits of social security numbers (if any);
- vii. Ensure computer virus protection is up to date; and
- viii. Require and keep only the kinds of customer information that are necessary for utility purposes.

D. PROGRAM UPDATES. This Program will be periodically reviewed and updated to reflect changes in risks to customers and the soundness of the Village from Identity Theft. The Village Manager will consider the Village's experiences with Identity Theft situation, changes in Identity Theft methods, changes in Identity Theft detection and prevention methods, changes in types of accounts the Village maintains and changes in the Village's business arrangements with other entities. After considering these factors, the Village Manager will determine whether changes to the Program, including the listing of Red Flags, are warranted. If warranted, the Village Manager will present the Village Council with his/her recommended changes and the Council will make a determination of whether to accept, modify or reject those changes to the Program.

E. PROGRAM ADMINISTRATION.

1. **Oversight.** Responsibility for developing, implementing and updating this Program lies with the Village Manager. The Village Manager will be responsible for the Program administration, for ensuring appropriate training of Village staff on the Program, for reviewing any staff reports regarding the detection of Red Flags and the steps for preventing and mitigating Identity Theft, determining which steps of prevention and mitigation should be taken in particular circumstances and considering periodic changes to the Program.
2. **Staff Training and Reports.** Village staff responsible for implementing the Program shall be trained either by or under the direction of the Village Manager in the detection of Red Flags, and the responsive steps to be taken when a Red Flag is detected. Village staff is required to provide reports to the Program Administrator on incidents of Identity Theft, the Village's compliance with the Program and the effectiveness of the Program.

3. **Specific Program Elements and Confidentiality.** For the effectiveness of Identity Theft prevention Programs, the Red Flag Rule envisions a degree of confidentiality regarding the Village's specific practices relating to Identity Theft detection, prevention and mitigation. Therefore, under this Program, knowledge of such specific practices are to be limited to the Village Manager and those employees who need to know them for purposes of preventing Identity Theft. Because this Program is to be adopted by a public body and thus publicly available, it would be counterproductive to list these specific practices here. Therefore, only the Program's general red flag detection, implementation and prevention practices are listed in this document.

Authority & Revisions

This policy is enacted immediately upon approval of the Village Council, as reflected in the regular meeting minutes dated October 27, 2008. Revisions to this policy shall only be enacted when approved by the Village Council and reflected in the applicable meeting minutes. This policy shall be reviewed at least biennially by the Village Manager and updated as appropriate.

