

DEXTER VILLAGE COUNCIL
REGULAR MEETING
MONDAY, MAY 13, 2013

A. CALL TO ORDER

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

B. ROLL CALL: President Keough

J. Carson	P. Cousins
D. Fisher-ab	J. Knight
J. Semifero	R. Tell

Also present: Donna Dettling, Village Manager; Courtney Nicholls, Assistant Village Manager; Allison Bishop, Community Development Manager; Carol Jones, Village Clerk; Dan Schlaff, Public Services Superintendent; Patrick Droze, Orchard, Hiltz & McCliment; Michaelene Pawlak, Western Washtenaw Area Value Express Representative; Steve Estey, Dykema; residents and media.

C. APPROVAL OF THE MINUTES

1. Special Council Meeting – April 17, 2013
2. Regular Council Meeting – April 22, 2013
3. Work Session – May 1, 2013

Motion Semifero; support Knight to approve the minutes of the Special Council Meeting of April 17, 2012, the Regular Council Meeting of April 22, 2013 and the with the following corrections:

Regular Council Meeting: Page 4-Community Development Manager's Report
Change the wording regarding the path extension in Mill Creek Park from no longer being considered to being placed on hold at this time.

Work Session: Change location of meeting from the Dexter Senior Center to the Copeland Boardroom at 7714 Dexter Ann Arbor Road and change the bulleted item regarding the Arts, Culture and Heritage request to read, *For the Arts, Culture and Heritage committee, it was suggested to rollover excess ACH funds if not all are used in the fiscal year.*

Unanimous voice vote for approval with Trustee Fisher absent

D. PREARRANGED PARTICIPATION

None

E. APPROVAL OF THE AGENDA

Motion Tell; support Carson to approve the agenda as printed.

Unanimous voice vote for approval with Trustee Fisher absent

F. PUBLIC HEARINGS

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

None

G. NON-ARRANGED PARTICIPATION

Diane (Dee Dee) Willis of 2081 Baker Road, Dexter shared her and her neighbor's concerns regarding the property being purchased by Dextech and the possibility of a road coming from the proposed annexation of property to the Village that would have trucks and additional traffic coming from the property to Baker Road as that road is already very busy.

Trustee Fisher entered the meeting at 7:38 PM

H. COMMUNICATIONS:

1. Upcoming Meeting List
2. Sign Calendar
3. Crain's Detroit Business Article on Big 400 Project
4. Scio Township Zoning Board of Appeals Public Hearing Notice
5. Thank you letter to Dexter Legion Post 557 for Flags

I. REPORTS

1. Community Development Manager -- Allison Bishop

Ms. Bishop submits her report as per packet. Ms. Bishop gave the following verbal updates:

- Mill Creek Park – are meeting weekly with Cedroni and should be done and closed out by June 1.
- Monument Park – there is a Maple in the park that needs to be removed. Would like to do this before Memorial Day. It was suggested that if the tree could stay for the summer, then be removed in the fall and replanted next spring.
- Have created a draft of a permit regarding soil erosion and other necessary zoning compliance issues for building areas.
- Dexter Wellness walk through was completed.
- LaFontaine's final walk through had some landscape changes and will be meeting again. There are other issues to look at and the goal is to have it closed out by June 1. There was a request to review the changes at the corner when they went to ZBA. Question was raised if they had installed all signs (not yet). They are turning every other pole light off at night.

- The Village has a Training Wheels grant and Ms. Bishop asked who might want to attend.
- Working on the panels for the 4-sided kiosks and will be installed by July 1.
- The Sites article by Paul Evanoff that highlights Dexter was posted on the web site and facebook.
- Question was raised regarding the Border to Border Trail and that a meeting with MDOT has not yet been scheduled.
- Comment was received regarding the placement of a Monument Park bench directly in front of the new restroom enclosure.
- A request was made to send Cindy Henes a thank you for all of her work for Arbor Day.

2. Boards, Commissions. & Other Reports-“Bi-annual or as needed”

Western Washtenaw Area Value Express Representative (WAVE) -Michaelene Pawlak

Ms. Pawlak discussed the cost allocation plan for the WAVE and if services could be expanded. Last year the Village paid \$22,000 and WAVE provided information that the true cost is \$52,715.50 plus \$10,500 for capital improvements to sustain programs for the next fiscal year.

3. Subcommittee Reports - None

Broad Redevelopment Committee
 Economic Preparedness
 Facilities
 Website

4. Village Manager Report

Mrs. Dettling submits her report as per packet. Mrs. Dettling gave the following verbal updates:

- Asked if any Council members would be able to attend the Traffic Safety Workshop on Monday, May 20.
- Staff is recommending water restrictions using an odd/even schedule for the Village to protect the Village’s aquifer. After discussion it was felt that these restrictions should be put in place immediately and to let residents know this.
- There will be a Budget Session next week Wednesday at the Copeland Board Room.
- The Speed Display did well in alerting drivers and it is now on Dexter Ann Arbor Road. It will be used next on streets at a Pasar rating of 4 or lower.
- MAHL (Maximum Allowable Headwork Loading) report and SIU (Significant Industrial User) permit are getting updated and progressing.
- Would like to schedule another meeting soon with the Utility Committee.

- Question regarding the accident at the Wastewater Treatment plant – MiOSHA has released the site but it will be a number of weeks before all of the reports are in on the accident.

5. President's Report

Mr. Keough submits his report as per packet. In addition Mr. Keough reported on the following:

Thanked everyone who voted last Tuesday and now we will be able to move forward on the cityhood process.

J. CONSENT AGENDA

1. Consideration of: Bills and Payroll in the amount of \$482,321.62
2. Consideration of: Dexter Lion's Club Request to Conduct the Annual White Cane Fundraising Drive on Village Sidewalks on May 24 and May 25, 2013
3. Consideration of: Closure of Central Street from Fifth to Main for the Ice Cream Social on Saturday, June 1, 2013 from 7:00 a.m. to 6:00 p.m.
4. Consideration of: Reappointment of Pat Cousins to the Dexter District Library Board with a term ending September 2017

Motion Fisher; support Carson to approve items 1, 2, 3 and 4 of the Consent Agenda.

Unanimous voice vote for approval

K. OLD BUSINESS-Consideration and Discussion of:

1. Discussion of: Cityhood Next Steps

President Keough explained currently the Village is waiting for the May 7 election to be certified by the county and the next step then will be the setting of the date for the election of the Charter Commission.

L. NEW BUSINESS-Consideration of and Discussion of:

1. Consideration of: Resolution authorizing the Village President and Clerk to sign the petition requesting the Board of Commissioners of Washtenaw County to hold a hearing and take action on the Annexation Petition essential to the expansion needs of Dexter Fasteners Technologies, Inc.

Motion Carson; support Fisher that the resolution authorizing the Village President and Village Clerk to sign the petition requesting the Board of

Commissioners of Washtenaw County hold a hearing and take action on the Annexation Petition essential to the expansion needs of Dexter Fastener Technologies, Inc.

Ayes: Carson, Cousins, Fisher, Knight, Semifero, Tell and Keough

Nays: None

Motion carries

2. Discussion of: Recommendation from Planning Commission to temporarily suspend Section V.H.3 Street Lights of the Village Engineering Standards and request the DDA/Village address implementation of the standard

Ms. Bishop explained the issue to suspended Section V.H.3 Street Lights because the standard is not well defined and thus not sure as to how to implement such a standard. This will be brought back to the May 28th Council meeting.

3. Discussion of: Recommendation from Planning Commission on Dexter Town Center – Building 3

Ms. Bishop reviewed the Dexter Town Center and the Planning Commission's recommendation on Building 3. This will be voted on at the May 28th Council meeting.

4. Consideration of: Bid Award for 2013 Paving / Sidewalk / Stormwater Improvement Project

Motion Cousins; support Carson to accept the recommendation of staff to award Division 1 and 3 for the 2013 Paving/Sidewalk/Stormwater Improvement to Birkenstock Enterprises in the amount of \$248,279.

Ayes: Cousins, Fisher, Knight, Semifero, Tell, Carson and Keough

Nays: None

Motion carries

5. Consideration of: Entering into Contract with a Credit Card Processing Company

Motion Carson; support Fisher that the Village enter into a one-year contract with Point and Pay to provide a credit card solution to Village customers, with the cost to be paid for using convenience fees charged to the credit card user and after one year the Village will assess this process.

Ayes: Fisher, Knight, Semifero, Tell, Carson and Cousins

Nays: Keough

Motion carries 6 to 1

6. Consideration of: Recommendation to accept the proposal from Dexter Builders to complete improvements to the primary means of egress at 8140 Main Street in an amount not to exceed \$4,425

Motion Fisher; support Semifero to accept staff's recommendation of the proposal from Dexter Builders to complete improvements to the primary means of egress at 8140 Main Street in an amount not to exceed \$4,425.

Ayes: Knight, Semifero, Tell, Carson, Fisher and Keough

Nays: Cousins

Motion carries 6 to 1

7. Consideration of: Setting Two (2) Public Hearings on June 10, 2013 for the 2013-2014 Water/Sewer/Refuse Rates and the 2013-2014 Millage Rate and Budget

Motion Semifero; support Fisher to set a date for two (2) Public Hearings on June 10, 2013 for the 2013-2014 Water/Sewer/Refuse Rates and the 2013-2014 Millage Rate and Budget.

Ayes: Semifero, Tell, Carson, Cousins, Fisher, Knight and Keough

Nays: None

Motion carries

8. Consideration of: Resolution to Adopt the 2013-2018 Capital Improvements Plan

Motion Carson; support Tell that the Village of Dexter Village Council accepts the Planning Commission recommended 2013-2018 Capital Improvements Program as a guide in funding priority capital projects within the plan and to develop the FY 2013-2014 Budget.

Ayes: Tell, Carson, Cousins, Fisher, Knight, Semifero and Keough

Nays: None

Motion carries

M. COUNCIL COMMENTS

Cousins	None
Fisher	None
Semifero	Spoke of meeting with Mr. Carson to discuss the Streets Committee and hope to have a sketch by the first meeting in June as to how this committee will work.
Jones	None
Knight	None
Carson	None
Tell	None

N. NON-ARRANGED PARTICIPATION

None

O. CLOSED SESSION FOR THE PURPOSE OF DISCUSSING PENDING LITIGATION IN ACCORDANCE WITH MCL 15.268

Motion Cousins; support Carson to move into Closed Session for the purpose of discussing pending litigation in accordance with MCL 15.268 at 10:07 PM.

Ayes: Cousins, Fisher, Knight, Semifero, Tell, Carson and Keough
Nays: None
Motion carries

Motion Carson; support Fisher to leave Closed Session at 10:42 PM.

Ayes: Fisher, Knight, Semifero, Tell, Carson, Cousins and Keough
Nays: None
Motion carries

P. ADJOURNMENT

Motion Carson; support Fisher to adjourn at 10:43 PM.

Unanimous voice vote for approval

Respectfully submitted,

Carol J. Jones
Clerk, Village of Dexter

Approved for Filing: May 28, 2013

**JOINT WORK SESSION VILLAGE COUNCIL AND
DOWNTOWN DEVELOPMENT AUTHORITY
MONDAY, MAY 13, 2013**

A. ATTENDING

Village Council: Jim Carson, Paul Cousins, Shawn Keough, Julie Knight, Joe Semifero and Ray Tell.

Downtown Development Authority: Rich Belas, Steve Brower, Tom Covert, Don Darnell, Carol Jones, Fred Model, Fred Schmid and Randy Willis.

Also Attending: Donna Dettling, Village Manager; Courtney Nicholls, Assistant Village Manager, Dan Schlaff, Public Services Superintendent and media

B. INTRODUCTIONS

C. REVIEW OF VILLAGE COUNCIL GOALS *(based on Council's March 16, 2013 Work Session)*

D. REVIEW OF DOWNTOWN DEVELOPMENT AUTHORITY GOALS
(based on discussion of DDA goals at their February and March meetings)

**E. DISCUSSION ABOUT POSSIBLE DOWNTOWN DEVELOPMENT
AUTHORITY PARTICIPATION IN VILLAGE OFFICE/FIRE DEPARTMENT
CONSTRUCTION OR REHABILITATION PROJECTS**

Bullet points provided by Donna Dettling

- Concern that we've not held a joint DDA/Village Council Work Session since 2007.
- Jim Carson shared some areas where he feels the DDA can help: Downtown Economic Development, help local businesses with street lighting, façade improvements, general support system for businesses in the district and possibly help Village with a bond payment.
- Anything DDA does must be in the DDA District.
- Discussion about forecast tool that Tom Covert is keeping updated, valuable tool that helps explain how funding has changed over the years.
- DDA highest priority right now is effort to redevelop Old DAPCO area at 3045 Broad Street.
- Village's highest priority is Village Office and Fire Hall.
- Paul Cousins shared his goal list for the DDA or areas he is looking for DDA help, which includes the following: DDA take over all Downtown Maintenance Costs to relieve General Fund, increase DDA contribution back to \$40,000, help pay for banners on light poles, Fire Hall and Village Office.
- Fred Schmid asked for more direction from Council; figure out what, where, when and how much it will cost. The DDA needs to understand the facility plan, and then they can determine how they partner to fund it. Council still needs to sort out all the details and answer what are the facility needs, where will they go and what will it cost.

- Suggestion to have a DDA member participate on the Facility Committee.
- Village wants a partner and the DDA can help move this forward.
- Steve Brouwer felt that the DDA is being asked to shift focus to facility needs from streetscape, and parking. This just mean less DDA funds for other DDA items on the CIP.
- Steve suggested that it's time to make a decision and move forward, pick a spot because there isn't a perfect spot, just stop the debate and make a decision already.
- DDA will discuss at their May 15th meeting, does the DDA want to shift their focus to facility needs?
- Tom Covert recommended that the DDA and Village have a collaborative meeting prior to CIP development to establish priorities.
- Have another joint work session prior to the 2nd Village Council meeting, August 26, 2013.

Meeting Adjourned at 7:15p

**RESOLUTION # 6-2013
DEXTER VILLAGE COUNCIL
May 13, 2013**

Whereas, it is to the mutual advantage and benefit of all the people in the Village of Dexter to promote business and industrial development and to attract business and industry to improve the general economic condition of the Village of Dexter and provide job opportunities for the region; and

Whereas, Dexter Fastener Technologies, Inc., a business in the Dexter Business and Research Park submitted a letter dated May 6, 2013 requesting the Village of Dexter annex lands, consisting of 16.66 acres more or less adjacent to the Dexter Business and Research Park, from Scio Township into the Village of Dexter, and

Whereas, the Village of Dexter has an interest in protecting and properly developing the lands adjacent to its current borders in a manner consistent with the Village character, the Village's Master Plan and the Comprehensive Plan for the County of Washtenaw, and

Whereas, the lands identified in the petition are adjacent to the Village borders and meet the common law requirements for annexation purposes, that is to say they are contiguous, proportionate and create no enclaves, and

Whereas, the opportunity to promote investment in one of Dexter's largest employers is in the Village of Dexter's and the region's best interests economically, and

Whereas, the Village of Dexter and Scio Township met on several occasions to develop solutions that are in the best interest of Dexter Fastener Technologies, Inc. growth needs and expansion timeline, and

Whereas, the Village of Dexter requested a presentation and discussion of this item on Scio Townships April 23, 2013 Board agenda to provide time for review and comment, and

Whereas, while Scio Township did not take formal action at their meeting, there was generally support to continue the annexation process to the County, and

Whereas, it is in Dexter Fastener Technologies, Inc. best interest to expedite annexation and site plan review and approval procedures so that construction may start in July 2013, if possible, and

NOW THEREFORE BE IT RESOLVED, that Dexter Fastener Technologies, Inc. the Village of Dexter and Scio Township have seriously considered the petition, and desire on behalf of immediate expansion needs of Dextech to request annexation of 16.66 acres more or less adjacent to the Dexter Business and Research Park; and

NOW, THEREFORE, BE IT RESOLVED by the Village Council of the Village of Dexter in a regular meeting as follows:

1. That the Village Council of Dexter, Washtenaw County, Michigan, petitions the Board of Commissioners of the County of Washtenaw to annex to the Village of Dexter the following described land:

A part of the Southeast 1/4 of Section 7 and the Southwest 1/4 of Section 8, Town 2 South, Range 5 East, Scio Township, Washtenaw County, Michigan described as: Commencing at the East 1/4 corner of said Section 7, said corner also being the West 1/4 Corner of said Section 8; thence along North 88°36'17" East 815.97 feet along the East-West 1/4 line of said Section 8 and the South line of "Dexter Business and Research Park No.2", a subdivision of part of the Northeast 1/4 of Section 7 and part of the Northwest 1/4 of Section 8, Town 2 South, Range 5 East, Village of Dexter, Washtenaw County, Michigan according to the plat thereof as recorded in Liber 30 of Plats, Pages 48 - 54, Washtenaw County records; thence South 00°09'22" East 338.67 feet; thence South 90°00'00" West 2197.18 feet; thence North 11°04'12" West 253.02 feet; thence South 89°10'45" West 445.02 feet to the Centerline of Baker Road as monumented; thence North 11°04'12" West 50.81 feet along said Centerline to the East-West 1/4 line of said Section 7; thence North 89°10'45" East 1884.03 along said East-West 1/4 line to the POINT OF BEGINNING, containing 16.66 acres of land, more or less.

2. That the President and Clerk of the Village of Dexter are authorized to sign a petition directed to the Board of Commissioners of Washtenaw County and to attach a copy of this resolution to the petition, said petition requesting that the Board of Commissioners hold a hearing and take action on the petition as requested for in the petition.

Moved by: Carson

Seconded by: Fisher

Yeas: Carson, Fisher, Semifero, Cousins, Tell, Knight and Keough

Nays: None

I hereby certify that the above is a true copy of the resolution passed at a meeting of the Village Council of the Village of Dexter held in the Village of Dexter, Washtenaw County, Michigan on May 13, 2013.



Carol J. Jones, Village Clerk

**VILLAGE OF DEXTER
WASHTENAW COUNTY, MICHIGAN**

**RESOLUTION OF ADOPTION
2013 - 2018 CAPITAL IMPROVEMENTS PROGRAM UPDATE**

WHEREAS, the Village of Dexter Planning Commission adopted the Master Plan on June 4, 2012, the said Master Plan recommends the adoption of an annually updated Capital Improvements Program to evaluate, prioritize, and structure the financing of public improvement projects; and

WHEREAS, Preparation of the capital improvements plan is done under the authority of the Municipal Planning Commission Act (PA 33 of 2008). It is the Village Planning Commission's goal that the CIP be used as a tool to implement the Village's Master Plan and assist in the Village's financial planning; and

WHEREAS, The State of Michigan provides for the development and use of a capital improvements plan in the Municipal Planning Act (Section 65, Act 33 of the Public Acts of 2008). "To further the desirable future development of the local unit of government under the master plan, a planning commission, after adoption of a master plan, shall annually prepare a capital improvements program of public structures and improvements, unless the planning commission is exempted from this requirement by charter or otherwise. If the planning commission is exempted, the legislative body either shall prepare and adopt a capital improvements program, separate from or as a part of the annual budget, or shall delegate the preparation of the capital improvements program to the chief elected official or a non-elected administrative official, subject to final approval by the legislative body. The capital improvements program shall show those public structures and improvements, in the general order of their priority that in the commission's judgment will be needed or desirable and can be undertaken within the ensuing 6-year period. The capital improvements program shall be based upon the requirements of the local unit of government for all types of public structures and improvements. Consequently, each agency or department of the local unit of government with authority for public structures or improvements shall upon request furnish the planning commission with lists, plans, and estimates of time and cost of those public structures and improvements."

WHEREAS, the Village of Dexter Planning Commission has systematically reviewed the 2013 – 2018 Capital Improvements Program, as well as the proposed improvements related to the Master Plan and its Addendums, the improvements proposed by the Village Department Heads, the Parks and Recreation Commission, the Downtown Development Authority; and

WHEREAS, the 2013 – 2018 Capital Improvements Program has been prepared to address said review of projects, and presents a public improvements program that focuses on the current and future needs of the residents of Dexter; and

WHEREAS, a duly noticed public hearing was held by the Planning Commission on April 1, 2013; and

WHEREAS, the Planning Commission has recommended approval of the 2013-2018 Capital Improvements Plan;

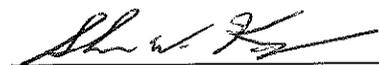
BE IT THEREFORE RESOLVED, that the Village of Dexter Village Council accepts the Planning Commission recommended 2013 – 2018 Capital Improvements Program as a guide in funding priority capital projects within the plan and to develop the FY 2013-2014 Budget.

MOVED BY: Carson SUPPORTED BY: Tell

YEAS: Tell, Carson, Cousins, Fisher, Knight, Semifero and Keough

NAYS: None

RESOLUTION DECLARED ADOPTED THIS 13th DAY OF MAY 2013.



Shawn W. Keough, Village President

CERTIFIED BY:



Carol J. Jones, Village Clerk