

DEXTER VILLAGE COUNCIL  
REGULAR MEETING  
MONDAY, DECEMBER 26, 2012

AGENDA H-14-13  
ITEM C-1

**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-absent	J. Knight
J. Semifero-absent	R. Tell

Also present: Donna Dettling, Village Manager; Courtney Nicholls, Assistant Village Manager; Carol Jones, Village Clerk; Dan Schlaff, Public Services Superintendent; Scott Munzel, Attorney for Dexter Downtown Development Authority; Brian Urquhart, Attorney for Tupper Properties; and residents.

**C. APPROVAL OF THE MINUTES**

1. Regular Council Meeting – December 10, 2012
2. Work Session – December 11, 2012

Motion Cousins; support Knight to approve the minutes of the Regular Council Meeting of December 10, 2012 and the Work Session of December 11, 2012 as presented.

Unanimous voice vote for approval with Trustees Fisher and Semifero absent

**D. PREARRANGED PARTICIPATION**

None

**E. APPROVAL OF THE AGENDA**

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

Unanimous voice vote for approval with Trustees Fisher and Semifero absent

**F. PUBLIC HEARINGS**

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

None

**G. NON-ARRANGED PARTICIPATION**

None

## H. COMMUNICATIONS:

1. Upcoming Meeting List
2. Sign Calendar
3. Letter from Comcast

## I. REPORTS

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

### *Dexter Area Fire Department – December 20, 2012 Meeting Packet*

Dexter Fire Board Representative, Ray Tell, spoke about the changes from the previous budget presented to Council with the change in how Lima Township reimbursement is reported. The question was raised regarding the property for a new station in Dexter Township and that the township has lost their bid on that property.

3. Subcommittee Reports - None

Economic Preparedness  
Facilities  
Website

3. Village Manager Report

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

- The poles for Central Street were shipped for a second time and rejected for a second time.
- Mentioned MIOSHA concerns at the fire station and that the Village should proceed with resolving the issue even if MIOSHA has concluded their investigation.
- A question was raised regarding the upkeep of the new sidewalk along Dexter Pinckney Road and who is responsible for this.
- President Keough mentioned the signage and chaining off of the new stairs at the Library going down to Mill Creek Park and that he does not want to see “Keep Off” signs used. Suggested more of a warning such as slippery when covered with snow.
- Trustee Carson inquired if there were any outstanding issues with the Central Street project and announced that MDOT now owns the railroad going through the Village.
- Mr. Cousins reported that the Arts, Culture and Heritage Committee will be re-applying for the Arts Alliance Grant that was recently denied.

4. President’s Report

Mr. Keough submits his report as per packet. In addition Mr. Keough gave the following verbal update:

- Trustee Cousins inquired about the Regional Fire Board and Dexter Township's participation. President Keough reported that Harley Rider will now be representing Dexter Township at the meetings and that the committee is looking to cleanup the draft from various suggestions and then he will bring it back before Council.
- The 2013 meeting schedule was mentioned and any comments to the Village Manager.

**J. CONSENT AGENDA**

1. Consideration of: Bills and Payroll in the amount of \$437,687.74
2. Consideration of: 2013 Meeting Schedule
3. Consideration of: Appointment of James Davis to the Arts, Culture & Heritage Committee with a Term Ending June 2013

Motion Knight; support Carson to approve items 1, 2 & 3 of the Consent Agenda.

Unanimous voice vote for approval with Trustees Fisher and Semifero absent

**K. OLD BUSINESS-Consideration and Discussion of:**

1. Discussion of: Cityhood Next Steps

President Keough reported that Ms. Nicholls is working a fact sheet on cityhood for a forthcoming Town Hall meeting.

**L. NEW BUSINESS-Consideration of and Discussion of:**

1. Discussion of: Organizational Matters Resolution and Council Rules

**M. COUNCIL COMMENTS**

Carson	Happy New Year
Knight	Happy New Year
Jones	Happy New Year
Tell	Happy New Year
Cousins	Happy New Year
Fisher	Absent
Semifero	Absent

**N. NON-ARRANGED PARTICIPATION**

Brian Urquhart of 230 S. Steinbach Road, Dexter introduced himself as the attorney for Bill Tupper and handling the sale of property. He offered his services if needed for any questions in the closed session.

**O. CLOSED SESSION FOR THE PURPOSE OF DISCUSSING THE ATTORNEY / CLIENT COMMUNICATION REGARDING THE POTENTIAL PURCHASE OF PROPERTY AND UPDATE ON THE PENDING LITIGATION IN ACCORDANCE WITH MCL 15.268**

Motion Carson; support Tell to move into closed session for the purpose of discussing the Attorney/Client communication regarding the potential purchase of property and update on the pending litigation in accordance with MCL 15.268 at 8:01 PM

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

Motion Tell; support Cousins to leave closed session at 8:32 PM

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

Motion Carson; support Tell to affirm the DDA decision to complete the purchase of property at 3045 Broad Street, Dexter for a price of \$1,350,000.00.

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

**P. ADJOURNMENT**

Motion Cousins; support Knight to adjourn at 8:35 PM.

Unanimous voice vote for approval with Trustees Fisher and Semifero absent

Respectfully submitted,

Carol J. Jones  
Clerk, Village of Dexter

Approved for Filing: \_\_\_\_\_

## 2013 Upcoming Meetings

AGENDA 1-14-13  
ITEM 4-1

Board	Date	Time	Location	Website	Village Representative
Dexter Community Schools Board of Education	1/14/2013	7:00 p.m.	Creekside Intermediate School	<a href="http://dexterschools.org/">http://dexterschools.org/</a>	
Dexter Village Council	1/14/2013	7:30 p.m.	Dexter Senior Center	<a href="http://www.villageofdexter.org/">http://www.villageofdexter.org/</a>	
Scio Township Planning	1/14/2013	7:30 p.m.	Scio Township Hall	<a href="http://www.sciotownship.org/">http://www.sciotownship.org/</a>	
Dexter Township Board	1/15/2013	7:00 p.m.	Dexter Township Hall	<a href="http://www.twp-dexter.org/">http://www.twp-dexter.org/</a>	
Dexter Village Parks Commission	1/15/2013	7:00 p.m.	Village Offices	<a href="http://www.villageofdexter.org/">http://www.villageofdexter.org/</a>	Donna Fisher
Webster Township Board	1/15/2013	7:30 p.m.	Webster Township Hall	<a href="http://www.twp.webster.mi.us/">http://www.twp.webster.mi.us/</a>	
Washtenaw Area Transportation Study-Policy	1/16/2013	9:30 a.m.	Scio Township Hall	<a href="http://www.miwats.org/">http://www.miwats.org/</a>	Jim Carson
Washtenaw County Board of Commissioners	1/16/2013	6:45 p.m.	Board Room, Admin Building	<a href="http://www.ewashtenaw.org/">http://www.ewashtenaw.org/</a>	
Dexter Area Fire Board	1/17/2013	6:00 p.m.	Dexter Township Hall	<a href="http://dexterareafire.org/">http://dexterareafire.org/</a>	Ray Tell/Jim Seta
Dexter Downtown Development Authority	1/17/2013	7:30 a.m.	Senior Center	<a href="http://www.villageofdexter.org/">http://www.villageofdexter.org/</a>	Shawn Keough
Healthy Community Steering Committee	1/17/2013	8:30 a.m.	Chelsea Hospital - White Oak Room		Paul Cousins
Chelsea Area Planning Team/Dexter Area Regi	1/21/2013	7:00 p.m.	Scio Township Hall	<a href="http://www.ewashtenaw.org/">http://www.ewashtenaw.org/</a>	Jim Carson
Dexter Village Zoning Board of Appeals - if needed	1/22/2013	7:00 p.m.	Senior Center	<a href="http://www.villageofdexter.org/">http://www.villageofdexter.org/</a>	Jim Carson
Scio Township Board	1/22/2013	7:00 p.m.	Scio Township Hall	<a href="http://www.sciotownship.org/">http://www.sciotownship.org/</a>	
Western Washtenaw Area Value Express	1/22/2013	8:15 a.m.	Chelsea Community Hospital	<a href="http://www.ridethewavebus.org/">http://www.ridethewavebus.org/</a>	Jim Carson
Farmers Market/Community Garden Oversight	1/23/2013	5:30 p.m.	Village Offices	<a href="http://www.villageofdexter.org/">http://www.villageofdexter.org/</a>	Julie Knight
Dexter Village Council	1/28/2013	7:30 p.m.	Dexter Senior Center	<a href="http://www.villageofdexter.org/">http://www.villageofdexter.org/</a>	
Scio Township Planning	1/28/2013	7:30 p.m.	Scio Township Hall	<a href="http://www.sciotownship.org/">http://www.sciotownship.org/</a>	
Huron River Watershed Council	1/31/2013	5:30 p.m.	1100 N. Main, Suite 210, Ann	<a href="http://www.hrwc.org/">http://www.hrwc.org/</a>	Paul Cousins

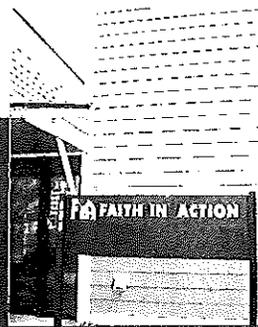
Due to the possibility of cancellations please verify the meeting date with the listed website or the Village Representative



Month	Name of Group	Dates	Number Approved	Approval Date	Locations	Name of Group	Dates	Number Approved	Approval Date	Locations
January	Friends of the Library - Book Sale	1/3-1/5	5 - 18" x 24"	12/5/2012	1, 4, 16, 19, 20	June Cont				
	St. Andrew's - Blood Drive	1/3-1/7	2 - 28" x 22"	1/3/2013	8 (2)					
July										
February	Friends of the Library - Book Sale	1/31-2/2	5 - 18" x 24"	12/5/2012	1, 4, 16, 19, 20	August	Encore - Intermittent	7/11-8/11	1 - 36" x 24"	12/3/2012
	St. Andrew's - Monthly Dinner	2/4-2/7	1 - 36" x 24"	1/3/2013	8		Friends of the Library - Book Sale	8/8-8/10	5 - 18" x 24"	12/5/2012
September										
March	Encore - Intermittent	2/7-3/3	1 - 36" x 24"	12/3/2012	15	September	St. Andrew's - Monthly Dinner	8/30-9/5	1 - 36" x 24"	1/3/2013
	Friends of the Library - Book Sale	2/28-3/2	5 - 18" x 24"	12/5/2012	1, 4, 16, 19, 20		St. Andrew's - Blood Drive	9/12-9/23	2 - 28" x 22"	1/3/2013
April	Encore - Intermittent	3/28-4/14	1 - 36" x 24"	12/3/2012	15	October	Encore - Intermittent	9/26-10/20	1 - 36" x 24"	12/3/2012
	Friends of the Library - Book Sale	4/4-4/6	5 - 18" x 24"	12/5/2012	1, 4, 16, 19, 20		Friends of the Library - Book Sale	10/3-10/5	5 - 18" x 24"	12/5/2012
November										
May	Friends of the Library - Book Sale	5/2-5/4	5 - 18" x 24"	12/5/2012	1, 4, 16, 19, 20	November	Friends of the Library - Book Sale	10/31-11/2	5 - 18" x 24"	12/5/2012
	St. Andrew's - Monthly Dinner	4/29-5/2	1 - 36" x 24"	1/3/2013	8		St. Andrew's - Monthly Dinner	11/4-11/7	1 - 36" x 24"	1/3/2013
December										
June	Encore - Intermittent	5/16-6/9	1 - 36" x 24"	12/3/2012	15	December	Encore - Intermittent	11/22-12/22	1 - 36" x 24"	12/3/2012
	Friends of the Library - Book Sale	5/30-6/1	5 - 18" x 24"	12/5/2012	1, 4, 16, 19, 20		Friends of the Library - Book Sale	12/5-12/7	5 - 18" x 24"	12/5/2012
Location Listing:										
1 - Baker/Main, 2 - Central/Mill, 3 - Dexter Ann Arbor/Copeland, 4 - Main/Alpine, 5 - Baker/Cemetery, 6 - Monument Park, 7 - Creekside, 8 - 7610 Dexter Ann Arbor, 9 - Peace Park, 10 - Dexter Ann Arbor/Limits, 11 - Cornerstone, 12 - Bates, 13 - 3443 Inverness, 14 - 7720 Ann Arbor Street, 15 - S. Main/Broad, 16 - N. Main/Broad, 17 - Edison/Ann Arbor Street, 18 - Dover/Fifth, 19 - Central/Fifth, 20 - Broad/Fifth, 21 - Mill Creek Middle School, 22 - Fourth/Inverness, 23 - Dexter Bakery, 24 - Lighthouse, 25 - Dexter Pharmacy, 26 - Warrior Creek Park Drive, 27 - Dexter Flowers, 28 - Terry B's, 29 - 7795 Ann Arbor St, 30 - 7915 Fourth, 31 - 7651 Dan Hoey, 32 - Wyite, 33 - Lions Park, 35 - Dexter Crossing Entrance, 36 - Dan Hoey/Dexter Ann Arbor, 37 - Dover/Main, 38 - Fourth/Central, 39 - Baker/Hudson, 40 - Inverness/Ann Arbor, 41 - Main/Jeffords, 42 - Third/Broad, 43 - 3rd/Dover, 44 - Ryan/Dexter Ann Arbor, 45 - Meadowview/Dexter Ann Arbor, 46 - Ice Rink										

\*\* Dexter Farmers Market will place up to 5 signs on Saturday and Tuesday from May through October to advertise for the market





**CHELSEA**  
 603 S. Main St.  
 M/T/TH/F 9am-4pm  
 Wednesdays 9am-7pm  
 Phone: 475-3305

**DEXTER**  
 7931 Grand Ave.  
 Wednesdays 12 noon-7pm  
 Phone: 426-7002

...providing financial help for 32 years to Dexter and Chelsea, with food, utility support, clothing, counseling, health care, and holiday supports.

### Test Your Knowledge of Faith in Action

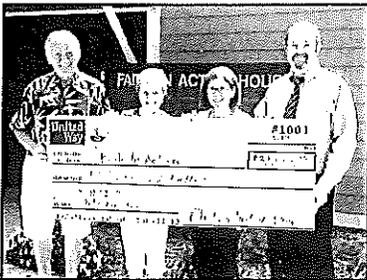
1. Your donations of food and clothing directly serve the people of our area. How many people received services from FIA in October of 2012?
  - A. 210
  - B. 1402
  - C. 600
2. "Bridge Card" refers to what?
  - A. A children's game.
  - B. A "swipe" card for food benefits.
  - C. ID for crossing the bridge to Canada.
3. FIA is staffed primarily by volunteers. How many hours of volunteer work are done each month?
  - A. 1055
  - B. 375
  - C. 635
4. FIA was founded in the early 80's by three area churches. How many congregations currently support our faith based work?
  - A. 10
  - B. 6
  - C. 24
5. Feeding the hungry is a main program of FIA. How many families in Dexter and Chelsea need extra help with food on a monthly basis?
  - A. 86
  - B. 141
  - C. 53
6. 128 adults and 127 children were fed for which holiday this year?
  - A. Easter
  - B. Memorial Day
  - C. Thanksgiving
7. Which of the following was a question posed to social work staff at FIA?
  - A. *I've been calling my caseworker several times a day for the past week and never got a return call. Now my food stamps have been cut off. What can I do?*
  - B. *My son had a run in with the law and now my landlord is refusing to renew my lease. Is this legal?*
  - C. *I had to use my last money to fix my brakes and now I haven't got enough money for gas to get to work.*
  - D. *I have to be out of work for 6 weeks for surgery and don't get any disability insurance. How can I keep up with my rent and other bills?*
  - E. *I have a job interview but still have a tooth missing in the front of my mouth. I don't have any money to see a dentist.*
  - F. *My car has broken down and is not fixable. Do you ever get cars donated?*
  - G. *I lost hours at work because of the tornado and now I can't pay my rent. I need help.*
  - H. *I had the same job for 25 years before getting laid off. I don't even know how to apply for a job.*
  - I. *I was forced into early retirement but I'm too young to collect social security. Now I'm getting behind on my utility bills and can't make house repairs.*
  - J. **All of the above.**

Answers: 1-B, 2-B, 3-A, 4-C, 5-B, 6-C, 7-J.

Need help? Know someone who does? Call us at 475-3305 or 426-7002

Income guidelines for FIA	Family Size	Weekly Income	Monthly Income	Annual Income
	1	\$397	\$1722	\$20,665
	2	\$538	\$2333	\$27,991
	3	\$679	\$2943	\$35,317
	4	\$820	\$3554	\$42,643
	5	\$961	\$4164	\$49,969
	6	\$1101	\$4775	\$57,295
	7	\$1242	\$5385	\$64,620

Wish Lists	ITEMS:	VOLUNTEERS:
	• FOOD FOR PANTRY	• CLOTHING ROOM
	• GAS CARDS	• FOOD PANTRY
	• SIDEWALK SALT	• AUTO REPAIR
	• 30 GALLON GARBAGE BAGS-1000s each year	• GARDENERS-Plots at both Chelsea and Dexter Community Gardens, as well as congregational gardens at St. James Episcopal and St. Joseph Catholic Churches
	• PAPER GROCERY BAGS-1500 each month	• PHYSICIANS AND DENTISTS FOR CHELSEA GRACE CLINIC
	• MASKING TAPE-for bundling bedding in the clothing room	• BENEFIT BANQUET HELP: APRIL 27, 2013
	• COPY PAPER	• ORGANIZE FOOD DRIVE AT YOUR CHURCH OR WORKPLACE
	• CARS IN GOOD WORKING ORDER	
	• SMALL MICROWAVE FOR VOLUNTEER AREA	



Chelsea United Way

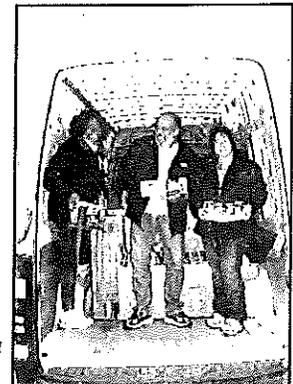


SRSLY

THANKS,  
FRIENDS!



Supermarket Sweep 2012



Chrysler Local 1284

**FROM THE BOARD PRESIDENT**

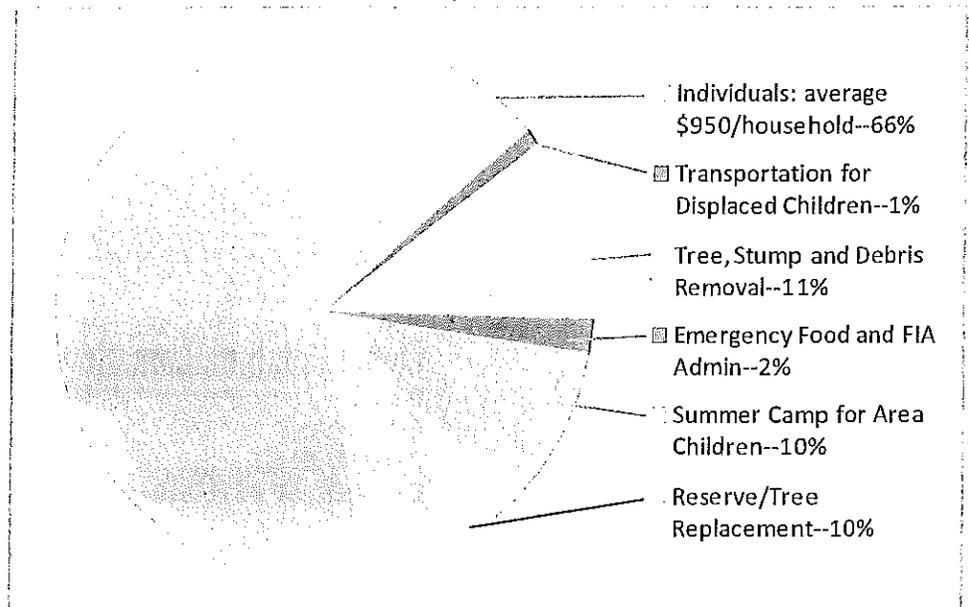
We at Faith in Action would like to thank our communities for all the support we've received over the past year. The tornado of March 15 in particular was an unprecedented challenge for our staff and volunteers. So many of you contributed to the Relief Fund, provided clothing and food, and were there for our friends and neighbors.

While the people needing service may have been a different group than usual, emergency support work is what we do at FIA. Donations over the years have helped create a top-notch service agency that was capable of providing the kind of casework that got dollars and other emergency supports to over 250 households in the days, weeks and months following the storm. When the Red Cross completed their mission here, FIA took over the case by case need for help. We will be here to see the job done and to continue to provide vital services to the neediest people in both Chelsea and Dexter.

For many people, economic hardships are their disaster of the day. We will seek to help, with your help. Please consider making a monetary contribution to our effort; instructions are on the back page.

*Jack Edington*  
President

# HOW WAS THE DEXTER RELIEF FUND SPENT?



Within hours of when the Dexter community was struck by the tornado of March 15, Matt LaFontaine, other business leaders and Washtenaw United Way began asking for donations to a fund to aid in the rebuilding of the community. While so many people got right to work in the clean up effort, the donations were coming in that would eventually top \$330,000.

An oversight committee, comprised of individuals from the schools, municipalities, business and FIA quickly designed a brief application and it was distributed throughout the community by the schools and civic leaders. Within two weeks the first checks were being made out to individual homeowners for help dealing with their own particular situations. Of the over 400 addresses affected by the storm, to date nearly 250 individuals have gotten some money from the fund.

Of particular concern for so many was that tree clean up, such a tremendous part of the damage especially in the Dexter township area, was usually not covered by insurance unless the trees were impacting the home itself. The Dexter Township Public Safety Advisory Committee brought information to the committee that identified and inventoried the need, and the committee then helped pay for a large scale plan to remove debris, trees and stumps.

Additionally, the disruption of dislocation and insurance deductibles frequently caused significant economic distress to many people. The Dexter Relief Fund provided transportation for dislocated students to get them back and forth to school and was able to give other help widely across the community. Later in the summer, parents at affected addresses were given first access to the summer day camps for their children, at a time when these extras may have been a hardship.

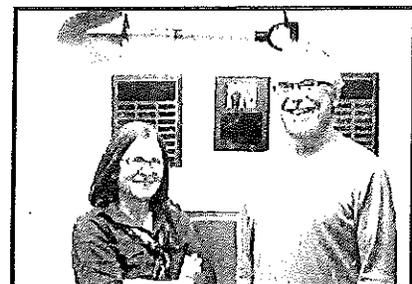
Special thanks go to Washtenaw United Way, Sharon Raschke, Courtney Nicholls, Dave Klumpp, Libby Brushaber, Brent Courson and Dominic Treglia, for all their work with the Dexter Relief Fund. Reserve funds are designated for replanting efforts which will begin in the spring.

From a resident:

*"Though our trees won't regrow in a lifetime, we count our blessings that no one was hurt and are grateful for your part in the healing process."*

**ON FACEBOOK:**  
***FAITH IN ACTION CHELSEA/DEXTER***

**ON THE WEB:**  
***FAITHINACTION1.ORG***



*Nancy Paul, Director  
Doug Smith, Program Coordinator*



603 S. Main St.  
Chelsea, MI 48118

7931 Grand Ave.  
Dexter, MI 48130

Non-Profit  
Organization  
U.S. Postage

**PAID**  
Permit No. 823  
Pinckney, MI

00089 \*\*\*\*\*ECRWSS\*\*C002  
OCCUPANT  
8140 MAIN ST  
DEXTER, MI 48130-1044

S26 P3

**BOARD MEMBERS**

President

Jack Edington

Vice President

Mary Underwood

Secretary

Mary Ann Zettelmaier

Treasurer

Lisa Jones

Trustees

Cathy Crocker

Julie Frost

John Hanifan

Tom Macaulay

Mary Marshall

Marge Mastie

Maggie Morehouse

Lisa Nickel

*Yes! I'd like to put my faith into action and help my neighbors!*

PLEASE USE YOUR OWN ENVELOPE—IT SAVES FUNDS WE CAN PUT TO USE FOR FIA PROGRAMS



Name

Address

City/State/Zip

Email:

We/I would like to support Faith In Action with a tax-deductible gift of

**FAITH IN ACTION** \$\_\_\_\_\_ Check enclosed is payable to FIA.

\$\_\_\_\_\_ Please charge my credit card:    Visa            MasterCard

**SEND TO:**

Account #:

Exp. Date:

**FIA**

Signature:

My gift is in honor of :

**603 S. MAIN ST.**

My gift is in memory of:

**CHELSEA, MI**

Please send notification of my gift to:

**48118**

Name

Address

City/State/Zip



AGENDA 1-14-13  
ITEM H-4

December 1, 2012

Dear Township Officials,

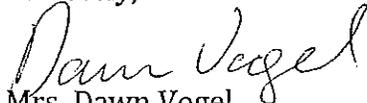
Catholic Social Services of Washtenaw (CSSW) has been dedicated to serving the community for over 50 years. The Senior Services Department of CSSW, which is now comprised of Older Adult Services and Neighborhood Senior Services offers seniors in the community a wide array of services that are intended to help support them to remain in their homes and independent for as long as possible.

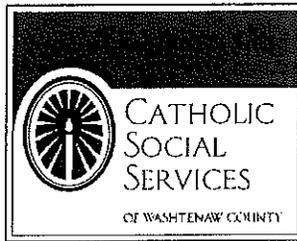
After working with seniors for over 50 years, we have become aware of what challenges seniors may be facing and have first hand experience of how things can become overwhelming when they are trying locate help regarding minor home repair, home safety devices, securing transportation or navigating the health care system. The CSSW Senior Services Department is fortunate to be funded through several community resources, which include the Washtenaw County Office of Economic Development.

In effort to raise awareness of the programs offered through CSSW to seniors in the community, I have enclosed fact sheets that describe the specific program services I hope you will take a moment to review this material and share it with your staff and those you serve. We would be happy to meet with you to discuss our services, share ideas on how to reach the senior population in your community or present information to groups or boards/committees.

If we work together, we can make sure that these vital resources reach those most in need. We would be happy to provide you with additional information regarding our services.

Sincerely,

  
Mrs. Dawn Vogel  
Home Services Manager  
(734) 712-7256



## Senior Services Department Substance Abuse Prevention Program

**Bi-County Senior Connection** is a Substance Abuse Prevention education and prevention program. Partners include Catholic Charities of Livingston County, the University of Michigan's Turner Geriatric Clinic and Catholic Social Services of Washtenaw.

Many older adults struggle with chemical dependency although friends and family may or may not recognize the symptoms. It is never too late to address substance abuse issues with an older adult because quality of life can be improved at any age. A specially trained Resource Advocate is available to meet with older adults and/or caregivers in their home or community setting. Older adults benefit from the screening, assessment, referral and prevention services. Services are delivered in a non-judgmental manner.

**Hours of Operation:** Monday – Friday, 8:30 am – 4:30 pm.

**Client Eligibility:** Sixty years old and older, and a resident of Washtenaw or Livingston Counties.

**Cost Share:** Suggested and based on ability to pay. However, no one is ever turned away due to an inability to contribute.

### Services Include:

- Educating about the use or misuse of alcohol, tobacco, prescription medications and over-the-counter medications.
- Screening and detection.
- Helping identify risk factors and warning signs that a senior may be chemically dependent or taking medications incorrectly. Methods used include motivational interviewing and follow-up.
- Helping to access treatment for chemical dependency.
- Providing support to seniors while treatment options are explored and during recovery.

### Education:

- Provide group presentations to seniors, caregivers and professionals.
- "Using Medication Wisely" Bingo for groups of seniors and/or caregivers as a fun way to learn something new, get connected with community resource and share in discussion.

**Call 734-712-1382  
or visit us at [www.csswashtenaw.org](http://www.csswashtenaw.org)**



## **Senior Services Department Retired and Senior Volunteer Program (RSVP)**

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RSVP is America's largest volunteer network for people age 55 and older. Nationwide, nearly 500,000 volunteers tackle tough issues in their home communities.

RSVP volunteers *Lead with Experience!*

With RSVP, you choose whether you want to draw on your skills or develop new ones. You choose the amount of time you want to give. In short, you find the opportunity that's right for you.

Currently, there are over 600 RSVP volunteers providing service at 82 nonprofit organizations in Washtenaw County. A wide range of service opportunities is available including work in senior centers, food banks, parks, hospitals, veterans services programs, schools, legal and/or tax assistance and more.

Join RSVP today! Volunteering leads to new discoveries and new friendships. Together, we can show the world that our generation cares!

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<b>Hours of Operation:</b>	Office: Monday – Friday, 8:30 am – 4:30 pm.
<b>Community Organizations and Sites:</b>	Days and hours vary.
<b>Cost:</b>	No cost.

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**Call 734-712-4325  
or visit us at [www.csswashtenaw.org](http://www.csswashtenaw.org)**



## **Senior Services Department Resource Advocacy Program**

At times, older adults may feel overwhelmed by a problem and simply need someone to help sort it out and propose solutions. Resource Advocates are often the "point of entry" for seniors and/or caregivers who contact Catholic Social Services of Washtenaw for assistance. In an effort to make this process as comfortable as possible, Resource Advocates can discuss concerns by telephone and/or arrange for an in-home assessment to determine what supports a senior needs to continue to live independently at home. Resource Advocates value each client as an individual with a unique set of circumstances and may include caregivers in the process of evaluation and planning a course of action.

**Hours of Operation:** Monday – Friday, 8:30 am – 4:30 pm.

**Client Eligibility:** Sixty years old and older, and a resident of Washtenaw County.

**Cost Share:** Suggested and based on ability to pay. However, no one is ever turned away due to an inability to contribute.

### **Services Include:**

- A comprehensive assessment of a senior's resources, needs and ability to function independently at home, and identify areas where help may be needed.
- Referrals to a wide range of health and social services available in the community.
- Help filling out and explaining complicated forms and facilitating access to services as appropriate, such as Medicaid, Medicare Part D, and tax services.
- Screening for provision of transportation.
- Connecting isolated seniors with volunteer support services for companionship and errands.
- Helping seniors acquire adequate health insurance and consistent medical care.
- Advocating for those who have difficulty receiving appropriate responses to their needs.
- Providing ongoing support to vulnerable, at-risk seniors.
- Assisting with immediate, emergency or ongoing needs for food, shelter or other basic requirements.

**Call 734-712-1382  
or visit us at [www.csswashtenaw.org](http://www.csswashtenaw.org)**

11/08/2012



## Senior Services Department Medical Transportation Program

The Medical Transportation Program provides non-emergency, accompanied transportation to medical appointments. This service strives to meet the needs of frail seniors in Washtenaw County who are unable to utilize public transportation and benefit from one-on-one support. The program utilizes both staff and volunteer drivers.

**Hours of Operation:** Monday – Friday, 8:30 am – 4:30 pm.

### Client Eligibility:

- Sixty and older.
- Resident of Washtenaw County.
- Unable to utilize public transportation or has limited transportation options.
- Able to transfer independently in and out of a vehicle.
- Requires or benefits from one-on-one accompaniment.
- Other eligibility factors assessed on a case-by-case accompaniment.

**Cost Share:** Suggested and based on ability to pay. However, no one is ever turned away due to an inability to contribute.

Medical Transportation drivers provide older adults with accompanied transportation to and from medical and other health-related appointments such as doctor, dental, physical therapy, etc.). Most importantly, drivers provide a unique form of companionship that many older adults may not otherwise experience. Types of service include:

- **Accompanied Transportation** – Due to frailties, anxiety and declining health, some seniors require accompaniment to follow through with medical appointments. The degree of accompaniment can vary from simply escorting a client to the reception area and waiting in the lobby to acting as a second set of eyes and ears during an appointment.
- **Limited Physical Assistance** – Drivers may provide limited physical assistance with adaptive equipment such as walkers, wheelchairs, canes, portable oxygen tanks or assisting the client in and out of the vehicle.
- **Door-To-Door Service** – Some clients with fewer needs may only require transportation. Depending on the length of the appointment and independence of the client, the driver may be able to drop off the client and pick them up from the appointment when the client calls.
- **Prescriptions** – Time permitting, drivers may stop at local pharmacies following a medical appointment.

### Transportation Policies:

- Rides must be requested at least two weeks before the appointment date.
- Rides are available for appointments made Monday through Friday only and between the hours of 9:00 am – 3:30 pm.
- Due to the volume of service, clients are usually only allowed to schedule one ride per week.

**Call 734-712-7775  
or visit us at [www.csswashtenaw.org](http://www.csswashtenaw.org)**



## Senior Services Department Volunteer Program

In many areas, volunteers have been essential to the programs provided by Catholic Social Services of Washtenaw. The original "neighbor helping neighbor" philosophy continues to inspire the volunteer program today. Volunteers help by lending a hand with simple things that contribute to enabling older adults to live at home for as long as possible.

<b>Hours of Operation:</b>	Monday – Thursday, 8:30 am – 4:30 pm.
<b>Client Eligibility:</b>	Sixty years old and older, and a resident of Washtenaw County.
<b>Cost:</b>	No cost.

Potential volunteers are required to submit a volunteer application and undergo a review of references, criminal history and motor vehicle record. Interviews and orientations are also required before a person is permitted to work directly with clients. After the volunteer assignment is confirmed, the Volunteer Coordinator keeps in regular contact with volunteers via email, telephone and quarterly meetings.

### Individual Assignments

- **FRIENDLY VISITS/ERRANDS** – Volunteers are matched one-on-one for friendly visiting, telephone reassurance, social outings, reading mail and assistance with grocery shopping and other essential errands.
- **MEDICAL TRANSPORTATION AND ACCOMPANIMENT** – Volunteers are "on-call" to provide accompanied transportation to medical or health-related appointments.
- **HOME MAINTENANCE AND INJURY PREVENTION** – Volunteers do minor home repairs such as weatherization and carpentry. Volunteers also install safety devices like smoke alarms and grab bars.
- **AGENCY SUPPORT** – Volunteers help in the office with mailings, data entry and other administrative tasks.

### Group Assignments

Many service groups lend a hand with indoor/outdoor chores throughout the year.

- **CHORES** – Volunteers work individually and in groups to help with seasonal chores such as yard work, window washing, snow shoveling and raking leaves.
- **WHEELCHAIR RAMPS** – Volunteers work individually and in groups to construct and install exterior ramps. Volunteers may work on-site at client's home or at CSSW/NSS barn for prep work.

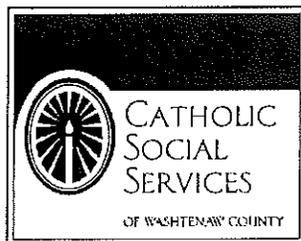
### Annual Events

- **FALL CHORE DAY** – Each November, approximately 600 volunteers (individuals, families, service groups) join this annual volunteer event to rake leaves and replace smoke detector batteries for seniors throughout the county.
- **CHRISTMAS IN ACTION/SPRING CHORES** – Every spring, volunteers help seniors prepare their home for the spring and summer. Projects will vary but may include outdoor chores, yard work and window washing.

**See other Volunteer Opportunities  
under the Retired and Senior Volunteer Program (RSVP),  
the Interfaith Volunteer Caregiver Program (IVCP),  
the Medicare/Medicaid Assistance Program (MMAP) and the Tax Assistance Program.**

**Call 734-712-7259  
or visit us at [www.csswashtenaw.org](http://www.csswashtenaw.org)**

11/08/2012



**Senior Services Department  
Neighborhood Senior Services  
Home Maintenance and Repair Program**

The Catholic Social Services of Washtenaw, Neighborhood Senior Services, Home Maintenance and Repair Program offers seniors a reliable and affordable option for many odd jobs/small fixes needed around the home.

**Hours of Operation:** Monday – Friday, 8:30 am – 4:30 pm.

**Client Eligibility:** Sixty years old and older, and a resident of Washtenaw County.

**Cost Share:** Suggested and based on ability to pay. However, no one is ever turned away due to an inability to contribute.

**Services Include:**

**Interior**

- Bathtub and sink caulking
- Take discarded furniture and household items to re-cycle stations
- Replace bi-fold doors/interior doors
- Install step/stair railing
- Install grab bars

**Exterior**

- Repair/replace mailboxes
- Trim shrubs that block pathways, doors or windows for safety/security reasons
- Gutter cleaning/repairs (limited to one-story homes)
- Pressure washing (vinyl siding, decks, porches, patios)
- Interior door repair/replacement
- Storm door repair/replacement
- Replace cement step
- Repair steps and install step railing

**Electrical**

- Change light bulbs, replace light fixtures
- Replace frayed cords, fuses, plugs
- Re-install new or repair ceiling fans
- Replace fluorescent bulbs in drop ceilings
- Replace exterior flood lamp bulbs

**Plumbing**

- Replace existing toilet
- Replace toilet flange/wax ring
- Faucet repairs or replacement
- Minor drain cleaning
- Replace showerhead

**Weatherization**

- Seasonal exchange of storm windows/screens
- Change furnace filter, check pilot light
- Place plastic over windows
- Install weather stripping on doors
- Repair/replace screens
- Caulk and glaze windows

**... And Much More. Just Ask Us!**



*...because there's no place like home*

**Call 734-712-7775  
or visit us at [www.csswashtenaw.org](http://www.csswashtenaw.org)**

11/08/2012



## Senior Services Department Tax Assistance Program

Tax preparation volunteers receive annual training to help limited-income seniors and disabled adults receive Michigan Homestead Property and Home Heating tax credits, and file simple income tax returns. Tax preparation sessions are scheduled throughout Washtenaw County at subsidized and limited-income senior housing facilities, at senior centers and at the offices of Catholic Social Services of Washtenaw's Senior Services in the Senior Health Building on the campus of St. Joseph Mercy Hospital. This program provides tax preparation assistance and consultation throughout the year.

**Hours of Operation:** Monday – Friday; times of service vary; appointment required.

**Client Eligibility:** Limited-income seniors and disabled adults, residing in Washtenaw County.

**Cost:** The service is free; donations are welcomed.

### Services Include:

Consultation on credit eligibility, tax form preparation and post-filing problems such as correspondence from the IRS or the State of Michigan Treasury Department.

**Individuals seeking services** may call the number below to schedule an appointment at the Senior Health Building, or a home visit if transportation is a problem.

- For tax preparation sessions at senior residences, sign up at the residence.
- For sessions at senior centers, sign up at the senior center.

**Site coordinators** may call the number below to schedule an on-site tax preparation session or informational presentation.

Prospective **Tax Preparation Volunteers** may call the number below (preferably during October-November) for information on becoming a volunteer.

Call 734-712-0588  
or visit us at [www.csswashtenaw.org](http://www.csswashtenaw.org)

11/08/2012



## Senior Services Department Elder Abuse Prevention Program

The Resource Advocacy staff can provide intervention in the cases of neglect and/or physical, mental or financial exploitation of seniors.

**Hours of Operation:** Monday – Friday, 8:30 am – 4:30 pm.

**Client Eligibility:** Sixty years old and older, and a resident of Washtenaw County.

**Cost Share:** Suggested and based on ability to pay. However, no one is ever turned away due to an inability to contribute.

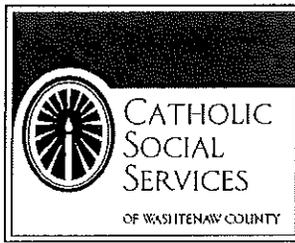
### Services include providing:

- Education and support for at-risk seniors.
- Intervention and monitoring in collaboration with the Department of Human Services – Adult Protective Services.
- Referrals for caregiver respite and support groups.
- Education about and referrals for help in situations involving domestic violence.

When we think of elder abuse, most of us think of Physical Abuse – inflicting pain or injury on a vulnerable senior. Physical abuse can also mean depriving a person of a basic need such as food, adequate shelter and reasonable access to medical care and treatment. Other kinds of elder abuse exist which many of us might not recognize as abuse since they are more easily hidden or subtle. These include:

- **Emotional Abuse** – inflicting mental pain or anguish through verbal or non-verbal threats.
- **Sexual Abuse** – non-consensual sexual contact of any kind. Although it does happen to seniors, they are unlikely to report it.
- **Financial Exploitation** – improper use or access to a senior's funds or property.
- **Neglect** – a failure of those responsible to provide for basic needs or protection.
- **Abandonment** – desertion of a senior by someone who has assumed responsibility for his/her welfare.
- **Self-neglect** is the most common form of abuse encountered in seniors by staff. Self-neglect occurs when a senior is at risk for a serious situation to develop concerning their health, housing or general welfare because they are not adequately addressing their own needs. Perhaps they are not keeping up with doctor visits and/or taking their medication properly. They may be unable to afford medication or food, have little family support and are not able aware of the community supports available.

**Call 734-712-1382  
or visit us at [www.csswashtenaw.org](http://www.csswashtenaw.org)**



## **Senior Services Department Grandparents As Parents (GAP) Program**

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The GAP Program provides caregiving grandparents (and other relatives) the opportunity to share common experiences, better understand their grandchildren's needs and access resources from community professionals.

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**Hours of Operation:** Monday – Wednesday, 8:30 am – 4:30 pm.

**Activities:** Day and evenings as planned.

**Client Eligibility:** "Kinship" Caregiver of children under 18, and a resident of Washtenaw County.

**Cost:** No cost.

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### **Services Include:**

The program offers support groups, educational workshops, counseling, a lending library for adults and children, children's groups, a quarterly newsletter and family activities. Childcare is provided for most evening events for children ages 3-12.

**Call 734-712-3774  
or visit us at [www.csswashtenaw.org](http://www.csswashtenaw.org)**

8.30.12



**Senior Services Department  
Interfaith Volunteer Caregivers Program (IVCP)**

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This program uses trained volunteers who provide respite assistance for families caring full-time for a homebound older adult. Volunteers visit with the chronically ill family member two to four hours per week offering relief and personal support to the caregivers as well as company to the homebound adult. The caregivers' options for using this respite service can be as simple as being able to take an undisturbed nap or run an errand.

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**Hours of Operation:** Monday – Thursday, 8:30 am – 4:30 pm.

**Client Eligibility:** Sixty years old and older adults who do not require medical attention or assistance with toileting during the respite visit, and are a resident of Washtenaw County.

**Cost:** The service is free; donations are welcomed.

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**Services Include:**

- Volunteers provide non-medical support, companionship and socialization to the care receiver.
- Some activities that volunteers may provide to the care receiver are simply sitting together on the porch to enjoy some fresh air, taking a walk, cooking together, watching TV or movies, reminiscing and much more.

**Call 734-712-5730  
or visit us at [www.csswashtenaw.org](http://www.csswashtenaw.org)**



**Senior Services Department  
Medicare/Medicaid Assistance Program (MMAAP)**

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This program provides guidance to seniors and adults with disabilities who require assistance in making insurance choices to best meet their individual health needs.

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**Hours of Operation:** Monday – Friday, 8:30 am – 4:30 pm.

**Client Eligibility:** All Medicare recipients who are residents of Washtenaw County are eligible.

**Cost:** The service is free; donations are welcomed.

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**Services Include:**

MMAAP Certified counselors are proficient in Medicare Parts A and B, prescription drug coverage, supplemental insurance options and Medicaid.

Individual counseling sessions are available by phone as well as in client homes, hospitals and community centers.

Educational group presentations are also offered.

**Call 734-712-0523  
or visit us at [www.csswashtenaw.org](http://www.csswashtenaw.org)**

11/08/2012

THE AMERICAN LEGION  
0225 DEXTER-CHELSEA ROAD  
DEXTER, MICHIGAN 48130  
POST 557



AGENDA 1-14-13  
ITEM H-5

January 4, 2013

Dexter Village Council  
8140 Main St.  
Dexter, MI 48130

Dear Council

At our regular meeting held on January 3, 2013 discussion was held about Memorial Day activities. It was decided at the meeting that the American Legion will not be interested in sponsoring a parade or a ceremony in the village park.

If a parade was to take place we would provide at a minimum, a color guard.

We are hoping that another group or organization would take on this monumental task given that we have given ample notice of our intentions.

Thank you very much for your support in the past.

A handwritten signature in cursive script, appearing to read "Larry Stalker".

Larry Stalker  
Adjutant



**Big 400 Steering Committee**

**Friday, January 11, 2013  
9:30 – 11:00 am  
Discovery Center  
Meeting Agenda**

- **Logo Review/Selection**                      **All**    **45 Mins**
  - **Mark Lantz Presentation**
  
- **Website Strategy**                              **All**    **25 Mins**
  - **Overview**
  - **Content**
  - **Updating**
  
- **Maple Sugar Event**                              **All**    **20 Mins**
  - **Community Events**
  - **Pancake Breakfast**
  - **Info for CVBs**
  
- **If Time Permits....**
  
- **Organization Report**                              **S. Olsen**

Next Meeting: **February 8, 2013**  
Discovery Center 9:30 am

Gateway Communities Initiative  
Friday, December 14, 2012  
Discovery Center, Waterloo Recreation Area

**ORGANIZATION REPORT:**

No news at this time other than Bob, Steve and Ray are working towards filing as 501c6.

**TREASURER REPORT:**

Bob reported no change from last month. \$1962.99 is the current bank balance.

Bob distributed the 2012 Project Plan and reviewed progress YTD. Most targets were completed or ongoing except for funding. The consensus agreement was that funding cannot really happen until the 501c6 is established.

**LOGO:**

Bob, Paul and Christine Laughren met with Mark Lantz and he presented information on what a logo should be or not be. Destination "logoing" is different from product "logoing" and needs to appeal to potential visitors, not necessarily the people creating the logo. Four new logos were created by Mark and it was narrowed to two that will be presented at the January meeting.

**WEBSITE:**

Bob reported that although Christine was not in attendance, he and Ray have been talking with her. The Big 400 website was developed primarily as a landing page and will serve to direct visitors to the chamber and CVB pages for more detailed information. Heather made the valid point that people search for information differently now. For example, if they are looking for a hardware store in Manchester, they will likely not be looking on the Big 400 website so we should consider that as website development happens. Ideally when funding permits, there will be a webmaster to manage the site.

**EVENTS:**

The **MAPLE SUGAR** events weekend is planned for March 9-10, 2013. As previously decided MAPLE SUGARING will be our marquee spring event and the SANDHILL CRANES the fall event each year. Big 400 will contain three zones: one to include the Pinckney/Lakeland/Stockbridge/Hell area, one for East Jackson/Chelsea/Dexter and one for Brooklyn/Irish Hills/Manchester. Each area will try to coordinate their respective maple sugar events to take place that weekend including multiple pancake fundraising breakfasts. Everyone should notify Heather of their events by the first week of January. She will collect the information and create a press release to provide the CVB's by the January meeting date.

**OTHER:**

Ray Berg provided an update on the River Raisin Recreation area. State, county, village and township met for a "kick-off" meeting. The state and county are partnering to buy a 2,000 acre farm. A 12-month "use" study will be conducted. Everyone is excited about this first ever collaborative effort!

**ATTENDEES:** Bob Pierce, Cindy Hubbell, Heather Price, Paul Cousins, Christine Linfield, Gary Siegrist, Kay Seaser, Ray Berg, Katie McGlashen,

**NEXT MEETING:** January 11, 2013, 9:30 AM, Discovery Center. Topics to include Mark Lantz logo presentation, goals for 2013, maple sugar event and firming up marketing strategy for 2013.

MUNICIPALITY	2009	%	2010	%	2011	%	2012 YTD	2012 ACTUAL	%	% Change
Dexter Village	287	36.70%	292	32.59%	295	34.91%	304	304	34.43%	3.05%
Dexter Township	155	19.82%	203	22.66%	246	29.11%	276	276	31.26%	12.20%
Lima Township	84	10.74%	78	8.71%	0	0.00%	0	0	#DIV/0!	
Webster Township	256	32.74%	323	36.05%	304	35.98%	303	303	34.31%	-0.33%
Mutual Aid	65	7.67%	87	8.85%	69	7.55%	66	66	6.95%	-4.35%
<b>TOTAL RUNS</b>	<b>847</b>	<b>100.00%</b>	<b>983</b>	<b>100.00%</b>	<b>914</b>	<b>100.00%</b>	<b>949</b>	<b>949</b>	<b>100.00%</b>	

DAFD Budget

2013 Recommended  
\$1,312,714

2013

ANNUAL AMOUNT	2012	% Change	Amount
Dexter Village	\$439,017	2.94%	\$451,942
Dexter Township	\$360,572	13.80%	\$410,315
Lima Township	\$0	#DIV/0!	\$0
Webster Township	\$452,779	-0.51%	\$450,456

COURTIERLY

Dexter Village	\$109,755.00	2.94%	\$112,986
Dexter Township	\$90,143.00	13.80%	\$102,579
Lima Township	\$0.00	#DIV/0!	\$0
Webster Township	\$113,194.00	-0.51%	\$112,614

AGENDA 1-14-13  
I-1

# DEXTER AREA FIRE DEPARTMENT 2013 BUDGET WORKSHEET

Contribute \$30,000 from General Fund  
Include \$30,000 CAFA towards debt

	Jan - Nov 30	Original Budget	Amended Budget	% Remaining	2013 Req Budget	2011	2010
						% Inc(Dec)	
<b>Income</b>							
1628 - CHARGE FOR SERVICE/WEBSTER TWP	407,509.50	407,510.00	407,510.00	0.0%	450,456.00	10.54%	333,099.09
1629 - CHARGE FOR SERVICE/DEXTER TWP	213,426.66	256,113.00	256,113.00	16.67%	410,316.00	60.21%	202,576.74
1631 - CHARGE FOR SERVICE/VILL DEX	368,400.00	368,400.00	368,400.00	0.0%	451,942.31	22.68%	92,209.68
1640 - CONTRACTS - CAFA	58,725.00	58,725.00	58,725.00	0.0%	58,725.00	0.0%	374,304.73
1641 - DEXTER TWP CONTRACT	72,500.00	87,000.00	87,000.00	16.67%		(100.0%)	87,000.00
1642 - GOVERNMENT GRANTS	58,192.00	67,198.00	67,198.00	13.4%		(100.0%)	58,192.00
1643 - DONATIONS - PRIVATE	0.00	400.00	400.00	100.0%		(100.0%)	42,235.00
Transfer in from General Fund			30,000.00				
1665 - INTEREST INCOME	71.09	200.00	200.00	64.46%	75.00	(62.5%)	202.65
1670.10 - HAZMAT REIMBURSEMENT	1,870.00		100.00				511.43
1671 - MISCELLANEOUS/SUNDRY INCOME	3,863.21	5,849.00	5,849.00	33.95%	500.00	(91.45%)	283.33
1673 - INSURANCE REIMBURSEMENTS	13,898.98					#DIV/0!	90,460.94
<b>Total Income</b>	1,198,456.44	1,251,395.00	1,251,395.00	4.23%	1,402,114.31	12.04%	1,135,883.59
<b>Expense</b>							
1700 - PAYROLL-FULL TIME	349,529.47	418,338.00	418,338.00	16.45%	426,704.00	2.0%	317,649.88
1700.01 - PAYROLL- FULL TIME OVERTIME	129,465.56	65,000.00	65,000.00	(99.18%)	93,500.00	43.85%	57,282.89
1700.02 - EMPLOYEE BENEFITS- INSURANCE	132,125.98	160,000.00	160,000.00	17.42%	165,000.00	3.13%	122,861.52
1700.03 - EMPLOYEE BENEFITS- RETIREMENT	40,910.17	41,000.00	41,000.00	0.22%	43,000.00	4.88%	45,302.71
1700.05 - HOLIDAY PAY	27,684.48	27,600.00	27,600.00	(0.31%)	29,000.00	5.07%	45,308.75
1700.06 - SICK-TIME BONUS	7,752.39	9,230.00	9,230.00	16.01%	9,700.00	5.09%	8,961.24
1700.09 - SPECIALTY PAY	10,333.13	10,400.00	10,400.00	0.64%	10,800.00	3.85%	8,066.52
1700.10 - LONGEVITY BONUS	2,750.00	2,750.00	2,750.00	0.0%	3,100.00	12.73%	2,750.00
1700.12 - CONTRACT - PAY DOWN	6,081.50	6,100.00	6,100.00	0.3%	8,100.00	32.79%	60,145.44
1701 - PAYROLL-PAID ON CALL	59,624.06	78,000.00	78,000.00	23.56%	68,000.00	(12.82%)	77,760.91
1702 - SOC SEC & MED EXPENSE	45,304.88	47,400.00	47,400.00	4.42%	48,200.00	1.69%	35,620.85
1703 - TRAINING	6,886.33	7,200.00	7,200.00	4.36%	7,200.00	0.0%	2,082.88
1704 - TRAINING-CHIEF	215.10	500.00	500.00	56.98%	500.00	0.0%	
1720 - ACCOUNTING SERVICE	4,000.00	5,400.00	5,400.00	25.93%	5,700.00	5.56%	5,600.00
1730 - PROFESSIONAL SERVICES	4,755.00	5,000.00	5,000.00	4.9%	1,000.00	(80.0%)	
1740 - LEGAL SERVICES	1,085.00	500.00	500.00	(117.0%)	500.00	0.0%	1,087.50

# DEXTER AREA FIRE DEPARTMENT

## 2013 BUDGET WORKSHEET

	Jan - Nov 30	Original Budget	Amended Budget	% Remaining	2013 Req Budget	% Inc(Dec)	2011	2010
1760 · AUDIT	3,600.00	3,600.00	3,600.00	0.0%	3,600.00	5.56%	3,600.00	3,500.00
1775 · INSURANCE, VEHICLE/PROPERTY	44,921.00	44,000.00	44,000.00	(2.09%)	47,000.00	6.82%	42,604.00	38,646.00
1780 · WORKERS' COMP. EXPENSE	29,559.00	24,000.00	24,000.00	(23.16%)	28,000.00	16.67%	18,688.00	16,840.00
1790 · DISPATCH	15,058.98	17,500.00	17,500.00	13.95%	18,200.00	4.0%	18,688.00	16,840.00
1800 · SUPPLIES, PRINTING, POSTAGE	1,086.63	1,200.00	1,200.00	9.45%	1,200.00	0.0%	785.81	494.53
1815 · DUES & MEMBERSHIPS	2,510.02	3,200.00	3,200.00	21.56%	3,200.00	0.0%	2,224.64	2,290.63
1816 · DUES - FITNESS CENTER	0.00	2,500.00	2,500.00	100.0%	2,500.00	0.0%	2,500.00	
1820 · OPERATING SUPPLIES	5,593.15	8,500.00	8,500.00	34.2%	8,000.00	(5.88%)	7,964.68	7,208.90
1830 · COMPUTER SUPPORT	2,037.00	2,200.00	2,200.00	7.41%	2,200.00	0.0%		809.25
1840 · QUARTERS	5,892.68	6,500.00	6,500.00	9.34%	4,000.00	(38.46%)	2,489.51	2,750.12
1850 · RENT-BUILDING	19,086.00	22,000.00	22,000.00	13.25%	23,000.00	4.55%	21,758.00	25,140.61
1860 · UTILITIES	8,542.32	7,500.00	7,500.00	(13.9%)	8,400.00	12.0%	8,974.61	5,632.43
1870 · COMMUNICATIONS	11,316.69	13,000.00	13,000.00	12.95%	12,000.00	(7.69%)	11,922.35	13,084.47
1895 · EQUIPMENT RENTAL	3,702.74	3,500.00	3,500.00	(5.79%)	3,500.00	0.0%	2,579.92	3,361.01
1910 · MEDICAL EXPENSE	2,504.77	3,500.00	3,500.00	34.15%	3,000.00	(14.29%)	570.98	85.00
1911 · MEDICAL SUPPLIES & LICENSES	3,681.28	4,500.00	4,500.00	18.19%	3,500.00	(22.22%)		
1920 · FIT CLOTHING ALLOWANCE	4,529.42	5,800.00	5,800.00	21.91%	5,800.00	0.0%	4,077.50	4,547.80
1930 · POC CLOTHING ALLOWANCE	5,062.68	11,000.00	11,000.00	53.98%	9,000.00	(18.18%)	1,885.39	1,669.76
1940 · MISCELLANEOUS	31.20	500.00	500.00	93.76%	500.00	0.0%	572.38	195.80
1956 · TRAVEL	404.10	750.00	750.00	46.12%	650.00	(13.33%)	637.22	130.04
1960 · FUEL	17,002.30	16,000.00	16,000.00	(6.26%)	18,500.00	15.63%	18,239.46	11,575.71
1960.10 · VEHICLE ALLOWANCE- CHIEF	5,775.00	6,300.00	6,300.00	8.33%	6,300.00	0.0%	6,300.00	6,300.00
1960.20 · MILEAGE REIMBURSEMENT				#DIV/0!	1,500.00	#DIV/0!		
1962 · VEHICLE REPAIRS	23,332.32	26,000.00	26,000.00	10.26%	27,000.00	3.85%	26,386.47	23,974.18
1964 · PREVENTATIVE MAINTENANCE	5,955.55	7,500.00	7,500.00	20.59%	7,500.00	0.0%	4,006.32	4,622.74
1966 · EQUIPMENT REPAIRS	3,978.02	3,000.00	3,000.00	(32.6%)	3,000.00	0.0%	2,327.29	867.97
1968 · RADIO REPAIR AND MAINTENANCE	884.18	4,500.00	2,500.00	64.63%	4,500.00	80.0%	2,199.90	581.22
1970 · PUBLIC EDUCATION	472.01	1,500.00	1,500.00	68.53%	1,000.00	(33.33%)		
1983 · GRANTS & DONATIONS EXP	10,353.98			#DIV/0!	0.00	#DIV/0!	48,087.70	43,758.04
1984 · CAPITAL OUTLAY/FIRE FT EQUIP	17,662.73	14,000.00	14,000.00	(26.09%)	14,000.00	0.0%	2,939.32	13,252.99
1985 · CAPITAL OUTLAY/COMMUNICATIONS	11,070.00	2,500.00	12,000.00	7.75%	2,500.00	(79.17%)		1,993.82
1996.10 · TRANSFER TO DEBT SERVICE	101,337.85	101,400.00	101,400.00	0.06%	179,460.00	76.98%	101,337.85	101,337.85
Total Expense	1,195,236.65	1,252,368.00	1,259,868.00	5.13%	1,372,714.00	8.96%	1,299,212.53	1,135,025.47

Net Income

# DEXTER AREA FIRE DEPARTMENT

## 2013 BUDGET WORKSHEET

Jan - Nov 30	Original Budget	Amended Budget	% Remaining	2013 Req Budget	% Inc(Dec)	2011	2010
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Surplus (deficit) 1,372,714.00

Total Amount allocated to Participants 29,400.31

\$ 1,312,714.00

2012 Amended Budget vs 2013 Requested 8.96%

2012 Amended Budget vs 2013 Allocated 4.19%

**VILLAGE OF DEXTER**

[ddettling@villageofdexter.org](mailto: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: January 9, 2013**  
**Re: Assistant Village Manager &  
Village Manager Report - Meeting of January 14, 2013**

1. Meeting Review:
  - December 20<sup>th</sup> – Wellhead Protection Meeting
  - December 20<sup>th</sup> – December DDA Meeting
  - December 26<sup>th</sup> - Last Council meeting of 2012
  - December 28<sup>th</sup> – Close on property purchase 3045 Broad Street
  - January 4<sup>th</sup> – Sludge Project Progress Meeting
  - January 4<sup>th</sup> – Marie and Tom Covert re: DDA Forecast
  - January 7<sup>th</sup> – Planning Commission
  - January 8<sup>th</sup> – Dykema- Right to Work Seminar see Item #12
2. Upcoming Meeting Review:
  - January 10<sup>th</sup> – Border to Border River Terrace access
  - January 10<sup>th</sup> – Mill Creek Park Phase 1 project close out
  - January 11<sup>th</sup> – Dexter Relief Fund – Planning for Spring Tree Planting
  - January 15<sup>th</sup> – Park Commission Meeting
  - January 17<sup>th</sup> – DDA Meeting
3. Allison Return to Work. Allison returned from medical leave on January 7, 2013. She will be working 3 days each week for 3-5 weeks to help her ease back into a full schedule. I will keep Laura on 1 day a week for 3 weeks to close up loose ends and assist with the transition.
4. Audit Update. REMINDER. Village Auditor Rana Emmons completed and filed the audit on December 21, 2012. An electronic version of the audit was sent out for early review on December 27<sup>th</sup>. Rana will be attending the next meeting on January 28, 2013 to present the Audit.
5. DCS Interim Superintendent. Denny Desmarais will be the Interim Superintendent for Dexter Community Schools effective January 1, 2013. His email is: [desmaraisd@dexterschools.org](mailto:desmaraisd@dexterschools.org) and his phone number is: 734-424-4101.
6. Light Pole Delivery Central Street. The third (and we hope final) delivery of light poles for Central Street is expected on January 15<sup>th</sup>. We were looking into installing the wrong poles in the meantime, but decided not to since the turn around for the correct poles is so quick. Halophane did offer us the wrong poles to keep in stock at no charge. I will keep you posted.

7. Mobile Station B&E. Sargent Flores said the Mobil B&E may be related to others in the county. The case was turned over to the detective bureau for follow up.
8. Revenue Sharing. The second requirement to receive what was formerly known as statutory revenue sharing is the Consolidation of Services Plan which is due by February 1, 2013. An update of last year's plan will be provided as part of the Village Manager report for the January 28, 2013 meeting.
9. Drinking Water Lead & Copper Update. The village is required to collect 40 residential tap samples for lead and copper twice per year. For the monitoring period 6-1-12 to 6-31-12, and all 40 samples were well below the target ppb for both lead and copper. These test results will potentially allow the DEQ to reduce the Village's monitoring requirements to one time per year or possibly cut back to every 3 years, which will result in reduced costs to the village.
10. Request for salary and compensation information. Daniel Lai, Dexter Patch, requested salary and compensation information for all public employees. I wanted to share with Council the document put together per this request.
11. Community Garden Season #4 of 2013. I met with Todd and Olga Austin (residents of Huron Farms) to determine if they would be a good fit to help with the Community Garden for season (4). Melissa provided a month to month guide (attached) with details and timing for sending/receiving plot requests, assigning plots, scheduling garden start-up/close-down days and completing an annual report. The Austin's had a garden plot last year and discussed with Melissa the possibility of taking over for her. The Austin's are passionate about the garden and they have an understanding of the effort necessary to help keep the garden on track. The Austin's are more than capable, and Olga will take on the main duties as a paid garden coordinator and Todd will volunteer his time. We are averaging \$1,200 in expenses each season and \$1,000 in plot rentals. The Garden Coordinator had 40.5 hours/\$607.50 in season two and 50 hours/\$750 in season three. For Season Four a maximum of 50 hours will be allotted for the Garden Coordinator.
12. Right to Work Seminar. I attended a seminar hosted by Dykema that provided helpful information on the new Right to Work law. I have attached sample language that we can use in the next Contract. Public Act 349 is effective March 28, 2013, however in our case with the new law will not go into effect until the new contract of March 1, 2014.
13. Business Cards. The Council business card order was delayed because of the website transition. The cards need to reflect the new website address and e-mail address as dextermi.gov. Now that we are nearing the transition I will place the order. If anyone that didn't originally request cards would like to order them with the new information, please let me know.
14. Newsletter. The next Village newsletter is scheduled to be completed in late January/early February.
15. Website. Work has been progressing on the website. Marie has been working on creating fillable forms and coordinating the transition to the dextermi.gov domain name and the

use of Google to host our e-mail. Jim Smith has been updating pages to incorporate the photos that we have collected over the past several months. The Committee plans to meet again to read over the pages one final time. Once this has occurred a link to view the site will be sent to Council.

16. Bee Keeping Update. At their meeting on Monday, January 7, 2013 the Planning Commission discussed an ordinance amendment to the general code Chapter 10, Article 1, Animals, specifically bee keeping. PC reviewed a sample Bee Keeping Ordinance from the city of Ypsilanti, a copy is attached to this report. PC is generally in favor of modifying the Ordinance to allow bee keeping, but felt it would be arbitrary to only allow at the Community Garden. They agreed that restricting bee keeping to a minimum parcel size or as a special use in the RD district were favorable options. Also, if the Village Council is intent on only allowing bee keeping at the Community Garden, it could be appropriate to rezone the Community Garden from RD to Public Land and modify the Public Land listed uses to allow bee keeping. As you can see from this discussion as well as the details contained in the sample ordinance, this isn't as straight forward as it may have seemed. I would like to understand Council's commitment to seeing this through, before effort is put forth to develop appropriate language and procedures.
17. 8059 Main Former Pharmacy. Fred Schmid owner of the 8059 Main Street building has hired Dexter Builder's to complete a façade improvement on this building. Dexter Builders secured a ROW permit to block off areas of the sidewalk for several weeks during construction. There isn't a tenant at this time, but Mr. Schmid hopes the improvements will help him lease the space.
18. Stormwater Master Plan Proposal Update. Governor Snyder signed House Bill 5673 amending Strategic Water quality Initiatives, which provides an opportunity for the village to receive an S2 planning grant. The application will not be ready from the DEQ until June 2013 and it is anticipated that applications will be due back to the DEQ in September with notification of funding winter 2013. Staff recommends that we request a proposal from OHM to complete the application process this summer, which will include participation from Dexter Community Schools. At this time we are not recommending moving forward with any of the tasks prior to notification of a grant award.
19. Double Up Food Bucks. Reminder that the grant application to participate in this program, which allows those using Bridge Cards to double the amount of money they can spend at the market, will be submitted January 15, 2013. The grant does not require a local match but does have ongoing reporting requirements to request the grant money disbursement as the program is used.
20. Resolution Amendment for Sewer Surcharges. Attached is a copy of the current Resolution #18-2012 that established water, sewer, refuse rates as well as extra strength surcharges for sewer. Sewer surcharges have not been updated for 30 years. These rates apply to Significant Industrial Users (SIU) on the sewer system and up to now we've not had an SIU permit issued. We are working on a permit for Northern United Brewing Company (NUBCo) and need to adjust the surcharge rate to reflect today's costs to treat Biochemical Oxygen Chemical Demand (BOD). The Maximum Allowable Headworks Loading Study that is currently being completed by F&V also provides data needed to

develop these rates. Blair Selover of F&V is developing appropriate rates for the Resolution. An amended Resolution will be on the agenda for consideration at the next meeting. In order to complete the SIU permit for NUBCo, it is our intent to adopt the new surcharge rates at the next meeting with an effective date for the new rates of February 1, 2013. I've shared with you previously that either a Council Work Session or possibly a Utility Committee meeting to review the MAHL Study will be scheduled in late January or early February that is still the plan.

## 2012 Employee Cost

<b>EMPLOYEE</b>	<b>Current Base Salary</b>	<b>Total Salary in 2012</b>	<b>Total Fringe Benefit in 2012</b>	<b>Total Employee Cost in 2012</b>
Accounts Payable/Water Billing Clerk	\$47,673.60	\$48,222.11	\$12,258.40	\$60,480.51
Administrative Assistant	\$34,852.14	\$38,183.44	\$22,913.14	\$61,096.58
Assistant Village Manager	\$55,412.50	\$56,237.50	\$11,799.25	\$68,036.75
Chief Lab Tech	\$56,436.80	\$61,343.14	\$26,181.58	\$87,524.72
Community Development Manager	\$60,900.00	\$61,815.94	\$27,213.06	\$89,029.00
DPW Worker	\$37,657.60	\$42,201.21	\$17,659.54	\$59,860.75
DPW Worker	\$44,907.20	\$49,712.87	\$24,075.08	\$73,787.95
DPW Worker	\$46,737.60	\$50,480.80	\$24,218.66	\$74,699.46
Finance Director/Treasurer	\$64,933.57	\$65,900.32	\$27,112.71	\$93,013.03
Public Services Superintendent***	\$85,000.00	\$101,728.79	\$32,570.38	\$134,299.17
Public Utility Operator (hired October 2012)	\$38,646.40	\$9,750.47	\$4,105.08	\$13,855.55
Public Utility Operator	\$47,856.96	\$57,401.32	\$13,474.53	\$70,875.85
Public Utility Operator	\$34,411.68	\$41,562.90	\$7,447.16	\$49,010.06
Public Utility Operator	\$42,278.80	\$50,595.29	\$24,261.87	\$74,857.16
Streets Foreman	\$70,747.20	\$81,262.23	\$31,732.58	\$112,994.81
Village Manager	\$75,745.94	\$76,801.94	\$12,895.45	\$89,697.39

\*\*\*total salary includes one time cash-outs due to transition from union to non-union position

Total Salary Includes:

Salary plus Overtime and cash-outs of vacation time as allowed by the union contract

Total Fringe Benefits Include:

Health Care - 12 Employees Participate, 4 Receive Cash-outs to Not Participate

Social Security/Medicare - 7.65% of Salary

Life/Short-Term Disability Insurance

Retirement Plan

4.2% of Salary for Employees in the Defined Benefit Plan, plus a 5.8% of salary voluntary additional contribution by the Village to raise the funded level of the plan (12 employees) - Employees pay an additional 5% of salary to the plan

5% of Salary for the Village Manager (1 employee)

2.5% of Salary for Employees in the Defined Contribution Plan (3 employees) - Employees pay an additional 5% to the plan

**Coordinator**  
**Community Garden Program**  
**Village of Dexter Community Garden**

**Timeline of a typical year –**

October: Community garden shuts down with end of season garden clean up party – usually around the second weekend of October. Reminders of the end of season work party and the garden closing date are sent to the gardeners (phone calls made to those with no email). The survey is created in advance of the garden closing and gardeners are also reminded to fill out survey information.

The annual report for the Community Garden Program is created using data from the survey and submitted to the Village of Dexter. The Village manager includes the report in a Village Council meeting packet.

The garden is plowed, weather dependent, and contact for scheduling is made with the person plowing.

Update village DPW when garden is closed and any fall tasks that are required: turn off pump, remove any large pieces of trash (hose, for example), top up compost in raised beds (can be done in the spring).

November: May be asked to speak briefly to the Village Council about the annual report and the gardening season/program.

December: Begin work on application documents for the following year (map, guidelines, survey and application). Although the survey is on line (as of 2012) supplying the information to be gathered at the beginning of the season helps prepare the garden participants for the survey at the end of the season.

Prepare an article for the village newsletters (the quarterly paper newsletter ((be aware of deadlines for winter and spring editions)) and the monthly email village newsletter) about the community garden and that applications are available.

January: Submit documents to the village to be posted on the web site.

Submit flyers promoting the community garden and available applications to the Dexter Library and Dexter Schools Community Ed for posting and promotion.

Submit article (can use same article as prepared for village newsletters) for the Dexter Senior Center newsletter and Walk About Creek newsletter. Include date for pre- season meeting.

February: Follow up on inquiries and questions about the community garden.

Process any applications that have been received: applications and payment are received at the village office then scanned and emailed to program coordinator; program coordinator then processes application by assigning plot number and confirming application via email sent with pertinent attachments (map, survey). Also in this email confirm opening date for garden, first garden work party and garden orientation date (for new gardeners).

Arrange and facilitate preseason meeting.

March: Same application processing procedure as February.

April: Same application processing procedure as February.

Contact person who plows garden and schedule spring plow at garden. This will be weather dependent and may require ongoing communication. This person also delivers marsh hay to the garden: 1 per plot or ½ for a half plot, gardeners can order more marsh hay.

Facilitate garden orientation meeting: guidelines, site tour and Q&A.

After the garden is plowed and before the garden opens, stake out the community garden: 20x20 full plots, 20x10 half plots, wooden stakes over winter in shed, write plot numbers on stakes in coordination with garden layout map, half plots are designated by "N" and "S" (for north and south half of plot), maintain a 5' path down the middle of the garden.

Contact DPW to have pump for water turned on for the season, top up compost in raised beds, deliver wood chips and communicate opening dates and discuss any issues or concerns (DPW mows the property).

May: Weather dependent, garden opens no later than first weekend in May.

At first work party: put up fence at north and south ends of garden, set up hose and hook up to pump, spread wood chips down center path, introduce gardeners and answer questions.

June –August: Enjoy the growing season! Interact with the gardeners and check on the garden with weekly site visits.

Communicate with the gardeners when issues and concerns arise: water, hose, pests, abandonment, weeds and concerns over guidelines

September: Enjoy the harvest! Encourage gardeners to stay engaged in their community garden plot and to enjoy the harvest.

Remind gardeners of closing date for garden, garden closing party and need for survey information.

Throughout the year: Attend monthly Farm Market and Community Garden committee meetings at the Village of Dexter offices.

## Contacts

The village staff person assigned to the community garden program is:

Donna Dettling [ddettling@villageofdexter.org](mailto:ddettling@villageofdexter.org) 426-8303

The village staff person who coordinates the FMCG committee is:

Courtney Nichols [cnicholls@villageofdexter.org](mailto:cnicholls@villageofdexter.org) 426-8303

The village staff person who scans the applications and processes payments for the garden plots is:

Brenda Tuscano [btuscano@villageofdexter.org](mailto:btuscano@villageofdexter.org) 426-8303

The Dexter Department of Public Works contact person is:

Kurt Augustine [kaugustine@villageofdexter.org](mailto:kaugustine@villageofdexter.org) 216-3820

The person who plows the garden fall and spring and delivers marsh hay is:

Kevin Ernst [kernst@a2gov.org](mailto:kernst@a2gov.org) 845-0368

## SAMPLE LANGUAGE

**Right to Work.** Each unit employee shall have the right to join, or not to join, the Union as he/she individually prefers, it being agreed that there shall be no discrimination or coercion by the Employer or by the Union in connection with the decision of the individual employee.

Further, the Union agrees that its members and representatives will not abuse or threaten any employee in an effort to persuade him or her to join, or to remain a member of the Union.

Further, the Employer agrees that it will not interfere with the free choice of any employee regarding the decision to join, not join, or to continue or discontinue as a member of the Union, and further agrees that it will in no way discriminate in favor of or against any employee because of his/her status or membership in the Union.

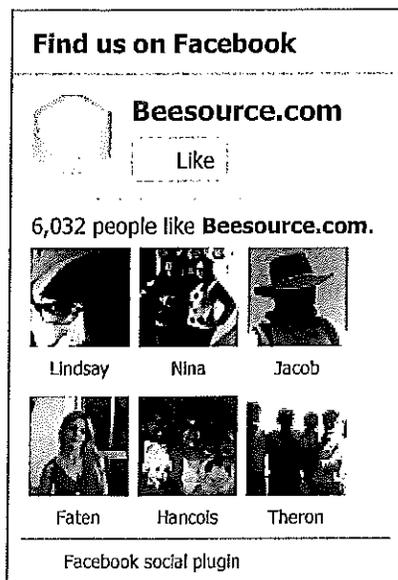
\* \* \* \*

**Dues Check Off.** During the life of this Agreement, the Company will honor written voluntary individual membership dues check-off requests of unit employees. Each check-off authorization will be limited to deduction of regular monthly basic dues. Each check-off authorization will remain in effect (1) for a specified time in accordance with law, or (2) until the Company receives written notification that the employee has cancelled the authorization, or (3) until active employment in a covered classification is terminated. However, no check-off of Union dues will be made for the first six (6) months of an individual's employment. It is understood that such dues check-off authorization shall not compel any employee to join or remain a member of the Union and that such authorizations will be sent to the Company at least thirty (30) days before the first deduction is to be made. Should this agreement be terminated for any reason, the authorization forms will be automatically canceled.

Dues check-off authorizations will be secured by the Union from employees wishing to participate in this program. The Union shall then certify to the Company in writing the amount of each member's regularly monthly dues and designate the proper Union official to whom remittance of all dues deducted should be made. After deductions have been made, the Company will send one payment for all dues deductions to Union along with a list of the employees from which the deductions were made and the amount of the deduction from each employee.

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## Ypsilanti, Michigan Beekeeping Ordinance

Ordinance No. 1113

An ordinance to allow for beekeeping within the City of Ypsilanti.

WHEREAS, honey bees are beneficial to mankind and to Michigan in particular, by providing agricultural fruit and vegetable pollination services in tandem with home garden vegetable and fruit production and by furnishing honey, beeswax and other useful products; and,

WHEREAS, Michigan is among the leading states in honey production and honey bee assisted agricultural products throughout the United States and the world; and,

WHEREAS, domestic strains of honey bees have been selectively bred for desirable traits, including gentleness, honey production, reduced swarming, pollination attributes and other characteristics which are desirable to foster and maintain; and,

WHEREAS, gentle strains of honey bees can be maintained within populated areas in reasonable densities to fill ecological niche and exclude unwanted and undesirable races of bees, without causing a nuisance if the honey bees are properly located, carefully managed and maintained.

### 1. NOW THEREFORE, THE CITY OF YPSILANTI ORDAINS:

Section 1—That the finding contained in the preamble of this ordinance is hereby adopted as part of this ordinance.

Section 2—That Chapter 14, Article I of the Code of Ordinances, City of Ypsilanti, Michigan, is hereby amended by adding a new article, which reads as follows:

**Definitions:** As used in this article, the following words and terms shall have the meanings ascribed in this section unless the context of their usage clearly indicates another meaning:

1. **Apiary**—The assembly of one or more colonies of bees at a single location.
2. **Beekeeper**—A person who owns or has charge of one or more colonies of bees.
3. **Beekeeping Equipment**—Anything used in the operation of an apiary, such as hive bodies, supers, frames, top and bottom boards and extractors.
4. **Colony/Hive**—An aggregate of bees consisting principally of workers, but having, when perfect, one queen and at time many drones, including brood, combs, honey and the receptacle inhabited by the bees.
5. **Honey Bee**—All life stages of the common domestic honey bee, *Apis Mellifera* species.
6. **Tract**—A contiguous parcel of land under common ownership.
7. **Undeveloped Property**—Any idle land that is not improved or actually in the process of being improved with residential, commercial, industrial, church, park, school or governmental facilities or other structures or improvements intended for human use and the grounds maintained in association therewith. The term shall be deemed to include property developed exclusively as a street or highway or property used for commercial agricultural purposes.

**Unlawful Conduct:**

1. **Purpose**—The purpose of this article is to establish certain requirements of sound beekeeping practices, which are intended to avoid problems that may otherwise be associated with the keeping of bees in populated areas.
2. **Other Beekeeping Unlawful**—Notwithstanding compliance with the various requirements of this article, it shall be unlawful for any beekeeper to keep any colony or colonies in such a manner, or of such disposition, as to cause any unhealthy condition, interfere with the normal use and enjoyment of human or animal life of others, or interfere with the normal use and enjoyment of any public property or property of others.
3. **Hive Type**—All honey bee colonies shall be kept in hives with movable frames, which shall be kept in sound and usable condition.
4. **Flyways**—In each instance in which any colony is situated within 25 feet of a public or private property line of the tract upon which the apiary is situated, as measured from the nearest point on the hive to the property line, the beekeeper shall establish and maintain a flyway barrier at least 6 feet in the height consisting of a solid wall, fence, dense vegetation or combination thereof that is parallel to the property line and extends 10 feet beyond the colony in each direction so that all bees are forced to fly at an elevation of at least 6 feet above ground level over the property lines in the vicinity of the apiary.
5. **Water**—Each beekeeper shall ensure that a convenient source of water is available to the bees at all times during the year so that the bees will not congregate at swimming pools, pet watering bowls, bird baths or other water sources where they may cause human, bird or domestic pet contact.
6. **General Maintenance**—Each beekeeper shall ensure that no bee comb or other materials are left upon the grounds of the apiary site. Upon their removal from the hive, all such materials

shall promptly be disposed of in a sealed container or placed within a building or other bee-proof enclosure.

7. **Queens**—In any instance in which a colony exhibits unusual aggressive characteristics by stinging or attempting to sting without due provocation or exhibits an unusual disposition toward swarming, it shall be the duty of the beekeeper to promptly re-queen the colony with another queen. Queens shall be selected from European stock bred for gentleness and non-swarming characteristics.

8. **Colony Density**—

a. It shall be unlawful to keep more than 2 colonies on any tract within the city.

b. In addition to State of Michigan Apiary Inspection Law regarding identification of honey bee hives, the beekeeper shall conspicuously post a sign setting forth his/her name and phone number. It is a defense against prosecution under this subsection that a colony is kept upon the same tract upon which the owner resides.

c. Unless marked in accordance with subsection (a), it shall be presumed for the purposes of this article that the beekeeper is the person or persons who own or otherwise have the present right of possession and control of the tract upon which a hive or hives are situated. The presumption may be rebutted by a written agreement authorizing another person to maintain the colony or colonies upon the tract setting forth the name, address, and telephone number of the other person who is acting as the beekeeper.

9. **Compliance**

a. Upon receipt of information that any colony situated within the City is not being kept in compliance with this article, the building inspector shall cause an investigation to be conducted. If he/she finds that grounds exist to believe that one or more violations have occurred, he/she shall issue a civil infraction to the beekeepers.

b. A civil infraction citation may be issued to the beekeepers once a day until such time as the bees are destroyed, removed, or the problem is corrected.

c. The provisions of this section shall not prevent the City from destroying bees or a bee colony in the event that there is an immediate need to protect the public safety. Such circumstances will occur when there is (1) a bee colony not residing in a hive structure intended for beekeeping, or (2) a dangerous swarm of bees that poses an immediate risk to the safety of humans or (3) a colony residing in a standard or man-made hive which, by virtue of its condition, has obviously been abandoned by the beekeeper.

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Resolution # 18-2012

**RESOLUTION FOR THE PURPOSE OF ESTABLISHING WATER,  
SEWER AND REFUSE RATES EFFECTIVE JULY 1, 2012 FOR  
THE VILLAGE OF DEXTER, MICHIGAN**

At a regular meeting of the Village Council of the Village of Dexter, Michigan called to order by President Keough on June 11, 2012 at 7:30 p.m., the following resolution was offered:

Moved by: Tell                      Second by: Carson

WHEREAS, Village Council has accepted the "Fund Analysis and Rate Study" on April 10, 2006, which provides a cost of service analysis to adjust water and sewer rates in the Village according to the following schedule, and

WHEREAS, the "Fund Analysis and Rate Study" is available for public inspection at the Village Office, and

WHEREAS, the Village published these proposed rates prior to their adoption, and provided a "Public Informational Meeting" on June 11, 2012 for public education and comment, and

WHEREAS, Village Ordinance requires rates to be established by Council by Resolution.

NOW THEREFORE BE IT RESOLVED:

Water Rates (+3%) – Effective July 1, 2012 Usage Billing rate established as follows:

Ready To Serve Monthly Fee	\$6.91
First Meter Per 1,000 Gallons	\$3.12
Second Meter Per 1,000 Gallons (135%)	\$4.21

Sewer Rates (+6%) – Effective July 1, 2012 Usage Billing rate established as follows:

Ready To Serve Monthly Fee	\$6.15
Per 1,000 Gallons	\$7.57

Other Charges and Penalties:

Penalties on Late Monthly Charges (Cumulative)	2%
Turn-on and Turn-off Charges	\$35
Meter Calibration Charge	\$35
Water Only Meter	\$250

Refuse Rates-- Effective July 1, 2012:

Monthly Fee	\$17.50
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Extra Strength Surcharges-- Effective July 1, 2012:

BOD in excess of 300 mg/l	\$0.09/pound
Suspended solids in excess of 275 mg/l	\$0.1/pound
Phosphorous as P in excess of 16 mg/l	\$1.41/pound

Industrial Cost Recovery-- Effective July 1, 2012:

Water usage in excess of 22 gpepd	\$0.140 per 1,000 gallons
BOD in excess of 300 mg/l	\$0.09/pound
Suspended solids in excess of 275 mg/l	\$0.1/pound
Phosphorous as P in excess of 16 mg/l	\$1.41/pound



Village President Report by Shawn Keough  
January 14, 2013

AGENDA 1-14-13  
ITEM I-4

Hello Residents and Fellow Council Members,

I hope everyone had a relaxing and enjoyable holiday season.

Here is a summary of my recent activities and some of my planned activities for the future:

Recent Activities

December 14 through 28, 2012 – I was closely involved in the re-negotiation efforts related to the DAPCO property purchase by the Village's Downtown Development Authority. The DDA was successful in purchasing this property at a reduced price from the original purchase agreement. Most of my involvement was spent on conference calls with other Village representatives, reviewing draft documents, speaking/negotiating with the previous owner of the property and/or updating Council and DDA members, as appropriate.

December 14 through January 7, 2013 – I contacted and updated the Chairs of the Village Parks Commission, Zoning Board of Appeals and Planning Commission and informed them of the Council discussion in our Organization Matters Workshop on December 11, 2012. I let them each know about our plan to rotate Council members through the various committees on a two year cycle.

January 3, 2012 – I attended a preconstruction meeting with representatives of the Huron Clinton Metropolitan Authority (HCMA), the Washtenaw County Road Commission (WCRC) and the Contractor (ET Mackenzie) for construction of 3 miles of the non-motorized Border to Border Trail project that will connect the Hudson Mills Metropark to the Village of Dexter. The project will be constructed on HCMA property and is being overseen by HCMA directly. The WCRC is assisting in the administration of the contract with the State of Michigan because federal monies are involved in paying for the project. Upon completion, the project will connect to the West Side Connector boardwalk that was recently completed a year ago and allow pedestrians and bicyclists to safely travel from the Village of Dexter to Hudson Mills Metropark and vice versa. The Contractor (E.T. MacKenzie) anticipates mobilizing in late January and starting in early February 2013 with the necessary clearing of trees along the alignment of the proposed pathway. I volunteered the Village website, facebook and email distribution list to help inform the community that the project will be starting. Residents in the vicinity of the project will likely hear the sounds of machines working during the daylight hours as the clearing takes place. The contractor's normal working hours will start at 7:30 a.m. The contractor has indicated that they will be working on the portions of the pathway closest to the Village from early February through early April. The contractor anticipates completion of the pathway by September 30, 2013.

January 9, 2013 – Regional Fire Committee meeting – 8:30 am at Scio Township offices – the committee is still trying to schedule a date to meet with firefighter representatives to discuss possible names of the future department. The month of January did not work so we have tentatively targeted February 4<sup>th</sup> for this discussion.

Future Activities

January 14, 2013 – Village Council Meeting

January 17, 2013 – Village Downtown Development Authority meeting

Goals and Objectives for January 2013

1. Finalize goal setting, village manager review and budget review meetings (please see attached list of proposed dates).
2. Finalize with Council/Staff dates for Special Workshops on "Developing a Street Improvement Plan" and "Fire Station Improvements" (please see attached list of proposed dates).
3. Discuss with Council/Staff dates for Town Hall Meetings – I think we should get 3 dates planned and advertised.
4. Identify a Street or Sidewalk Improvement project for the 2012-2013 budget year.
5. Develop fact sheet on Cityhood and discuss information sharing plan with Council.
6. Review impacts of elimination of personal property tax.

I would like to thank everyone for their feedback on the proposed goal setting, project and budget review workshop dates. I have updated the list based on the input received so far and I have added tentative starting/ending times for your further input. Here is the updated list of dates for the various workshops we will be having over the next 6 months. We will try to finalize at the meeting on Monday.

Proposed Goal Setting, Project and 2013-2014 Budget Review Workshops

- January 19<sup>th</sup> or 26<sup>th</sup> (Saturday morning – 8 am to 11 am) – A workshop focused on “Fire Station Improvements”.
- February 16<sup>th</sup> or 23<sup>rd</sup> (Saturday morning – 8 am to 11 am) – A workshop focused on “Developing a Street Improvement Plan”.
- March 9<sup>th</sup> (Saturday morning – 8 am to 11 am) – Goal Setting Session #1
- April 3<sup>rd</sup> (Wednesday evening - 7 pm) – Goal Setting Session #2
- May 1<sup>st</sup> (Wednesday evening - 7 pm) – Budget Review Session #1 (General Fund)
- May 8<sup>th</sup> (Wednesday evening - 7 pm) – Budget Review Session #2 (Streets, Water & Sewer)
- May 22<sup>nd</sup> (Wednesday evening - 7 pm) – Budget Review Session (if necessary)

Proposed Village Manager Review Workshop

- April 17<sup>th</sup> (Wednesday evening @ 6 pm)

Proposed 2013 Town Hall Meeting Dates

- February 6<sup>th</sup> or 12<sup>th</sup> (Tuesday during the first or second week of February)
- April 23<sup>rd</sup>, 24<sup>th</sup>, or 30<sup>th</sup> (Tuesday or Wednesday during the last week of April)
- Fall 2013 (date to be determined)

Thanks again for your input. We can discuss and further refine the start and end times as we get closer to the dates.

Once again, I would like to wish everyone Happy New Year!

I look forward to seeing you around our town in 2013!

Shawn Keough, Village President

[skeough@villageofdexter.org](mailto:skeough@villageofdexter.org)

(313) 363-1434 (cell)



User: erin

DB: Dexter

EXP CHECK RUN DATES 01/09/2013 - 01/09/2013

JOURNALIZED OPEN AND PAID

BANK CODE: POOL

Claimant	Amount Claimed	Amount Owed	Amount Rejected
1. ABSOLUTE COMPUTER SERVICES	210.00		
2. ALEXANDER CHEMICAL CORPORATION	620.40		
3. ANDREA DORNEY	148.40		
4. ARBOR CARE TREE SURGEONS	1,635.00		
5. ARBOR SPRINGS WATER CO.INC	5.75		
6. AT&T	851.48		
7. CHELSEA DOOR CO INC	275.00		
8. CINTAS CORPORATION	1,046.75		
9. COMCAST	338.04		
10. CORRIGAN OIL COMPANY	1,310.10		
11. CULLIGAN WATER CONDITIONING	29.95		
12. DAPPRICH ENTERPRISES INC.	100.00		
13. DEPT. OF ENVIRN. QUALITY	1,389.10		
14. DEXTER COMMUNITY SCHOOLS	78,435.28		
15. DORNBOS SIGN & SAFTEY INC.	30.37		
16. DTE ENERGY	7,341.45		
17. ETNA SUPPLY CO	1,000.00		
18. GRAINGER	127.83		
19. GREEN GUYS LAWN AND LANDSCAPE	140.00		
20. GRISSOM JANITORIAL	400.00		
21. H.J. UмбаUGH & ASSOCIATES	450.00		
22. HACKNEY HARDWARE	823.66		
23. HERITAGE NEWSPAPERS	72.00		
24. LA FONTAINE	62.67		
25. LESSORS WELDING SUPPLY	29.70		
26. MCNAUGHTON-MCKAY	75.00		
27. NORTH CENTRAL LABORATORIES	312.49		
28. PARAGON LABORATORIES INC	760.00		
29. PARTS PEDDLER AUTO SUPPLY	2,286.40		
30. PNC	5,400.00		
31. PRINT-TECH, INC.	818.37		
32. RADARSIGN	3,515.00		
33. SCOTT MAURER	30.00		
34. SENSUS METERING SYSTEMS	1,524.60		
35. UNIQUE PAVING MATERIALS	915.00		
36. UTILITIES INSTRUMENTATION SERV	3,266.06		
37. VARNUM, RIDDERING, SCHMIDT	62.70		
38. VERIZON WIRELESS	398.25		
39. WASHTENAW COUNTY TREASURER	38,025.00		
40. WASTE MANAGEMENT	38,966.80		
41. WESTERN-WASH. AREA VALUE EXPR.	5,500.00		
***TOTAL ALL CLAIMS***	198,728.60		

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GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount Check
Fund 101 GENERAL FUND						
Dept 201.000 FINANCE DEPARTMENT						
101-201.000-802.000	PROFESSIONAL SERVICES	H. J. UMBAUGH & ASSOCI	AUDIT TO EMMA	130974	01/09/13	450.00
Total For Dept 201.000 FINANCE DEPARTMENT						
Dept 215.000 VILLAGE CLERK						
101-215.000-901.000	PRINTING & PUBLISHING	HERITAGE NEWSPAPERS	LEGALS	01/07/13	01/09/13	72.00
Total For Dept 215.000 VILLAGE CLERK						
Dept 265.000 BUILDINGS & GROUNDS						
101-265.000-727.000	OFFICE SUPPLIES	ARBOR SPRINGS WATER C	OFFICE	1385144	01/09/13	5.75
101-265.000-727.000	OFFICE SUPPLIES	CINTAS CORPORATION	DEC 2013	01/08/13	01/09/13	285.15
101-265.000-727.000	CONTRACTED SERVICES	HACKNEY HARDWARE	DEC INVOICES	01/09/13	01/09/13	3.79
101-265.000-803.000	UTILITIES	ABSOLUTE COMPUTER SER	WEBSITE	64204	01/09/13	210.00
101-265.000-920.000	UTILITIES	COMCAST	OFFICE	01/07/13X	01/09/13	265.75
101-265.000-920.000	UTILITIES	DTE ENERGY	DEC USAGE	01/07/13	01/09/13	759.36
101-265.000-935.000	BUILDING MAINTENANCE & R	CINTAS CORPORATION	DEC 2013	01/08/13	01/09/13	72.36
101-265.000-935.001	OFFICE SPACE RENT	GRISSOM JANITORIAL	DEC 2012	236	01/09/13	400.00
101-265.000-943.001	OFFICE SPACE RENT	PNC	RENT	1002212	01/09/13	5,400.00
Total For Dept 265.000 BUILDINGS & GROUNDS						
Dept 285.000 VILLAGE TREE PROGRAM						
101-285.000-803.000	CONTRACTED SERVICES	ARBOR CARE TREE SURGE	TREE WORK	01/07/13	01/09/13	1,635.00
Total For Dept 285.000 VILLAGE TREE PROGRAM						
Dept 301.000 LAW ENFORCEMENT						
101-301.000-807.000	DCS OFFICER & CROSSING G	WASHTENAW COUNTY TREA	LAW ENFORCEMENT	22066	01/09/13	38,025.00
101-301.000-807.001	DCS OFFICER & CROSSING G	DEXTER COMMUNITY SCHO	PUBLIC SAFETY	1213-103	01/09/13	75,674.00
101-301.000-807.001	DCS OFFICER & CROSSING G	DEXTER COMMUNITY SCHO	CROSSING GAURD	1213-101	01/09/13	2,761.28
101-301.000-920.000	UTILITIES	DTE ENERGY	DEC USAGE	01/07/13	01/09/13	275.20
Total For Dept 301.000 LAW ENFORCEMENT						
Dept 336.000 FIRE DEPARTMENT						
101-336.000-920.000	UTILITIES	DTE ENERGY	DEC USAGE	01/07/13	01/09/13	344.00
Total For Dept 336.000 FIRE DEPARTMENT						
Dept 441.000 DEPARTMENT OF PUBLIC WORKS						
101-441.000-740.000	OPERATING SUPPLIES	HACKNEY HARDWARE	DEC INVOICES	01/09/13	01/09/13	324.33
101-441.000-740.000	OPERATING SUPPLIES	LESSORS WELDING SUPPL	RENTAL	227932	01/09/13	29.70
101-441.000-740.000	OPERATING SUPPLIES	PARTS PEDDLER AUTO SU	DEC 12'	01/07/13	01/09/13	401.21
101-441.000-745.000	OPERATING SUPPLIES	CINTAS CORPORATION	DEC 2013	01/08/13	01/09/13	294.24
101-441.000-751.000	OPERATING SUPPLIES	CORRIGAN OIL COMPANY	DPW	5720077	01/09/13	336.94
101-441.000-802.000	PROFESSIONAL SERVICES	GREEN GUYS LAWN AND L	ICE RINK	2099	01/09/13	20.00
101-441.000-920.000	UTILITIES	DTE ENERGY	DEC USAGE	01/07/13	01/09/13	68.80
101-441.000-920.001	UTILITIES - TELEPHONES	VERIZON WIRELESS	CELLULAR	2841991034	01/09/13	169.13
101-441.000-935.000	BUILDING MAINTENANCE & R	CHELSEA DOOR CO INC	SERVICE	5937	01/09/13	275.00
101-441.000-957.000	MISCELLANEOUS FEES	SCOTT MAURER	CDL RENEWAL	01/7/13	01/09/13	30.00
Total For Dept 441.000 DEPARTMENT OF PUBLIC WORK						
Dept 442.000 DOWNTOWN PUBLIC WORKS						
101-442.000-744.000	HOLIDAY DISPLAY SUPPLIES	MCONAUGHTON-MCKAY	HOLIDAY SUPPLIES	12403042-00	01/09/13	75.00
101-442.000-920.000	UTILITIES	DTE ENERGY	DEC USAGE	01/07/13	01/09/13	571.68

INVOICE GL DISTRIBUTION REPORT FOR VILLAGE OF DEXTER  
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 BANK CODE: POOL

User: erin  
 DE: Dexter  
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GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount Check
Fund 101 GENERAL FUND						
Dept 442.000 DOWNTOWN PUBLIC WORKS			Total For Dept 442.000 DOWNTOWN PUBLIC WORKS			646.68
Dept 528.000 SOLID WASTE						
101-528.000-805.000		WASTE MANAGEMENT	RESIDENTIAL	7260061	01/09/13	19,091.95
101-528.000-805.000		WASTE MANAGEMENT	COMMERCIAL	7258686	01/09/13	19,874.85
			Total For Dept 528.000 SOLID WASTE			38,966.80
Dept 751.000 PARKS & RECREATION						
101-751.000-732.000	ICE RINK SUPPLIES	GREEN GUYS LAWN AND L	ICE RINK	2099	01/09/13	120.00
101-751.000-937.000	EQUIPMENT MAINTENANCE &	HACKNEY HARDWARE	DEC INVOICES	01/09/13	01/09/13	12.99
			Total For Dept 751.000 PARKS & RECREATION			132.99
Dept 875.000 CONTRIBUTIONS						
101-875.000-965.001	CONTRIBUTION TO WAVE	WESTERN-WASH. AREA VA	1ST QUARTER 2013		01/07/13	3,000.00
101-875.000-965.004	CONT TO WAVE DOOR TO DOO	WESTERN-WASH. AREA VA	1ST QUARTER 2013		01/07/13	2,500.00
			Total For Dept 875.000 CONTRIBUTIONS			5,500.00
Fund 202 MAJOR STREETS FUND						
Dept 463.000 ROUTINE MAINTENANCE			Total For Fund 101 GENERAL FUND			173,834.46
202-463.000-740.000	OPERATING SUPPLIES	UNIQUE PAVING MATERIA	SUPPLIES	224007	01/09/13	675.00
Dept 474.000 TRAFFIC SERVICES						
202-474.000-740.000	OPERATING SUPPLIES	HACKNEY HARDWARE	DEC INVOICES	01/09/13	01/09/13	65.46
202-474.000-740.000	OPERATING SUPPLIES	RADARSIGN	SIGNS	1672	01/09/13	1,757.50
202-474.000-802.000	PROFESSIONAL SERVICES	DAPPRICH ENTERPRISES	SIGNALS FLASHING AT MEADOWVIEW	2013-3	01/09/13	100.00
			Total For Dept 474.000 TRAFFIC SERVICES			1,922.96
Dept 478.000 WINTER MAINTENANCE						
202-478.000-901.000	PRINTING & PUBLISHING	PRINT-TECH, INC.	MAILING SERVICE	213474	01/09/13	409.19
			Total For Dept 478.000 WINTER MAINTENANCE			409.19
Fund 203 LOCAL STREETS FUND						
Dept 463.000 ROUTINE MAINTENANCE			Total For Fund 202 MAJOR STREETS FUND			3,007.15
203-463.000-740.000	OPERATING SUPPLIES	UNIQUE PAVING MATERIA	SUPPLIES	224006	01/09/13	240.00
			Total For Dept 463.000 ROUTINE MAINTENANCE			240.00
Dept 474.000 TRAFFIC SERVICES						
203-474.000-740.000	OPERATING SUPPLIES	DORNBOB SIGN & SAFTEY	DPW	60825	01/09/13	30.37
203-474.000-740.000	OPERATING SUPPLIES	RADARSIGN	SIGNS	1672	01/09/13	1,757.50
			Total For Dept 474.000 TRAFFIC SERVICES			1,787.87
Dept 478.000 WINTER MAINTENANCE						
203-478.000-901.000	PRINTING & PUBLISHING	PRINT-TECH, INC.	MAILING SERVICE	213474	01/09/13	409.18
			Total For Dept 478.000 WINTER MAINTENANCE			409.18
			Total For Fund 203 LOCAL STREETS FUND			2,437.05

INVOICE GL DISTRIBUTION REPORT FOR VILLAGE OF DEXTER  
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GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
<b>Fund 402 EQUIPMENT REPLACEMENT FUND</b>							
Dept 441.000 DEPARTMENT OF PUBLIC WORKS							
402-441.000-939.000	VEHICLE MAINTENANCE & RE	HACKNEY HARDWARE	DEC INVOICES	01/09/13	29.98		
402-441.000-939.000		LA FONTAINE		16631	01/09/13	62.67	
402-441.000-939.000		PARTS PEDDLER AUTO SU	DEC 12'	01/07/13	1,014.92		
		Total For Dept 441.000 DEPARTMENT OF PUBLIC WORK				1,107.57	
		Total For Fund 402 EQUIPMENT REPLACEMENT FUND				1,107.57	
<b>Fund 590 SEWER ENTERPRISE FUND</b>							
Dept 248.000 ADMINISTRATION							
590-248.000-811.000	ATTORNEY FEES - MISCELLA	VARNUM, RIDDERING, SC	LEGAL SERVICES	889171	01/09/13	62.70	
		Total For Dept 248.000 ADMINISTRATION				62.70	
<b>Dept 548.000 SEWER UTILITIES DEPARTMENT</b>							
OPERATING SUPPLIES							
590-548.000-740.000		GRAINGER	SUPPLIES	9027913632	01/09/13	127.83	
590-548.000-740.000		HACKNEY HARDWARE	DEC INVOICES	01/09/13	182.99		
590-548.000-742.000	CHEMICAL SUPPLIES - PLAN	ALEXANDER CHEMICAL CO	CHEMICALS	0486154	01/09/13	620.40	
590-548.000-743.000	CHEMICAL SUPPLIES - LAB	CULLIGAN WATER CONDIT	WWTP	01/07/13	29.95		
590-548.000-743.000		NORTH CENTRAL LABORAT	CHEMICALS	314658	01/09/13	175.69	
590-548.000-743.000		NORTH CENTRAL LABORAT	CHEMICALS	314851	01/09/13	136.80	
590-548.000-745.000	UNIFORM ALLOWANCE	ANDREA DORNEY	CLOTHING ALLOWANCE	01/07/13	148.40		
590-548.000-751.000		CINTAS CORPORATION	DEC 2013	01/08/13	168.38		
590-548.000-751.000		CORRIGAN OIL COMPANY	WWTP	5720078	01/09/13	676.75	
590-548.000-751.000		CORRIGAN OIL COMPANY	WWTP	5721508	01/09/13	296.41	
590-548.000-802.000	PROFESSIONAL SERVICES	PARTS PEDDLER AUTO SU	DEC 12'	01/07/13	447.46		
590-548.000-802.000	PROFESSIONAL SERVICES	UTILITIES INSTRUMENTA	WWTP	530340512	01/09/13	1,963.50	
590-548.000-803.003	SLUDGE HAULING	DEPT. OF ENVIORN. QUAL	BIOSOLIDS	796212	01/09/13	1,389.10	
590-548.000-920.000	UTILITIES	COMCAST	WWTP	01/07/13	36.14		
590-548.000-920.000	UTILITIES	DTE ENERGY	DEC USAGE	01/07/13	5,176.41		
590-548.000-920.001		AT&T	WWTP	01/07/13	425.74		
590-548.000-920.001	UTILITIES - TELEPHONES	VERIZON WIRELESS	CELLULAR	2841991034	01/09/13	161.48	
590-548.000-935.000	BUILDING MAINTENANCE & R	HACKNEY HARDWARE	DEC INVOICES	01/09/13	53.95		
590-548.000-937.000	EQUIPMENT MAINTENANCE &	HACKNEY HARDWARE	DEC INVOICES	01/09/13	10.97		
590-548.000-937.000		PARTS PEDDLER AUTO SU	DEC 12'	01/07/13	77.96		
		Total For Dept 548.000 SEWER UTILITIES DEPARTMENT				12,306.31	
		Total For Fund 590 SEWER ENTERPRISE FUND				12,369.01	
<b>Fund 591 WATER ENTERPRISE FUND</b>							
Dept 556.000 WATER UTILITIES DEPARTMENT							
591-556.000-740.000	OPERATING SUPPLIES	HACKNEY HARDWARE	DEC INVOICES	01/07/13	33.43		
591-556.000-740.000	ROAD REPAIR SUPPLIES	HACKNEY HARDWARE	DEC INVOICES	01/09/13	166.57		
591-556.000-741.000		CINTAS CORPORATION	DEC 2013	01/08/13	16.99		
591-556.000-745.000		HACKNEY HARDWARE	DEC INVOICES	01/09/13	226.62		
591-556.000-802.000	PROFESSIONAL SERVICES	PARTS PEDDLER AUTO SU	DEC 12'	01/09/13	16.34		
591-556.000-802.000	PROFESSIONAL SERVICES	SENSUS METERING SYSTE	SENSUS SUPPORT	01/07/13	155.92		
591-556.000-802.000	PROFESSIONAL SERVICES	UTILITIES INSTRUMENTA	WWTP	2A13012443	01/09/13	1,524.60	
591-556.000-802.000	PROFESSIONAL SERVICES	UTILITIES INSTRUMENTA	WWTP	530340468	01/09/13	595.00	
591-556.000-802.000	PROFESSIONAL SERVICES	UTILITIES INSTRUMENTA	WWTP	530340467	01/09/13	260.56	
591-556.000-824.000	TESTING & ANALYSIS	PARAGON LABORATORIES	TESTING	530339767	01/09/13	447.00	
		Total For Dept 591 WATER ENTERPRISE FUND				760.00	

User: erin  
 RB: Dexter

EXP CHECK RUN DATES 01/09/2013 - 01/09/2013  
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GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount Check
Fund 591	WATER ENTERPRISE FUND					
Dept 556.000	WATER UTILITIES DEPARTMENT					
591-556.000-920.000	UTILITIES	COMCAST	WWTP	01/07/13	01/09/13	36.15
591-556.000-920.000	UTILITIES	DTE ENERGY	DEC USAGE	01/07/13	01/09/13	146.00
591-556.000-920.001	UTILITIES - TELEPHONES	AT&T	WWTP	01/07/13	01/09/13	429.74
591-556.000-920.001	EQUIPMENT MAINTENANCE &	VERIZON WIRELESS	CELLULAR	2841991034	01/09/13	67.64
591-556.000-937.000	EQUIPMENT	HACKNEY HARDWARE	DEC INVOICES	01/09/13	01/09/13	72.44
591-556.000-937.000		PARTS PEDDLER AUTO SU	DEC 12'	01/07/13	01/09/13	22.36
591-556.000-977.000		ETNA SUPPLY CO	SUPPLIES	S100533754.001	01/09/13	1,000.00
			Total For Dept 556.000 WATER UTILITIES DEPARTMENT			5,973.36
			Total For Fund 591 WATER ENTERPRISE FUND			5,973.36
			Fund Totals:			
			Fund 101 GENERAL FUND			173,834.46
			Fund 202 MAJOR STREETS FUND			3,007.15
			Fund 203 LOCAL STREETS FUND			2,437.05
			Fund 402 EQUIPMENT REPLACEMENT FUND			1,107.57
			Fund 590 SEWER ENTERPRISE FUND			12,369.01
			Fund 591 WATER ENTERPRISE FUND			5,973.36
			Total For All Funds:			198,728.60

## Village of Dexter

## Cityhood Fact Sheet

On May 7, 2013, the following Ballot Question will be placed in front of Village of Dexter voters – Shall the proceedings continue that purpose to incorporate the Village of Dexter and lands in Webster and Scio Townships, Washtenaw County, as a Home Rule City?

A “yes” vote permits the incorporation proceedings to continue

A “no” vote terminates incorporation proceedings

If “yes” receives the majority of votes, does the Village become a City?

No, a yes vote only allows the process to continue. If the process continues, the next step is for Village residents to vote to select a nine member Charter Commission. This could occur as soon as November 2013. Residents interested in serving can gather petition signatures to put their name on the ballot. The Charter Commission will then write the Charter, which is the governing document for the City. The Charter must be voted on and passed by the residents of the Village within three years. If the Charter is adopted by the residents, the Village becomes a City.

What will change if the Village becomes a City?

- The two Townships will no longer collect taxes on behalf of the City. Property owners will receive two tax bills instead of three. All property and personal property taxes will be collected by the City and then distribution to the proper entity (e.g. Dexter Community Schools, Washtenaw County, etc.).
- Elections will be administered by the City. Polling places will be located within City limits.
- Assessing services will be provided by the City.
- City residents will no longer be able to vote for Township Offices/ballot questions.
- The Boundary will change slightly in a couple of places primarily to provide connectivity in the area of Westridge and the Cedars of Dexter using vacant land or to simplify the current description (attach map with final fact sheet)

What does not have to change?

- Our current Code of Ordinances does not have to change. They will obviously have to be updated to reflect the name change, but the ordinances themselves can remain unchanged.
- Road maintenance will remain the responsibility of the City.
- Water and sewer services will still be provided by the City
- The City can remain a member of the Dexter Area Fire Department for fire/rescue services
- The city can continue to contract with the Washtenaw County Sheriff for police services
- Trash collection/recycling can continue to be provided by Waste Management

What are the new services expected to cost? How will they be paid for?

- Assessing – (researching updated cost)
- Elections (start-up - \$6000 for equipment; ongoing per election – approx. \$2000)
- 12 Year payment to Webster Township (required by 425 Agreement) - \$27,225
- The City will have the option to collect the 1% administration fee on tax bills that the Township currently collects, which would bring in an additional \$102,153 in revenue. This money would be used to offset the cost of assessing and tax collection. This increased revenue is expected to generate enough additional funding to cover the increased costs.

How much are Village residents/businesses currently paying in Scio and Webster Township taxes?

- Currently Village taxpayers pay \$229,113 (1.446 mills) in taxes to Scio Township and \$70,930 (3.0221 mills) in taxes to Webster Township.
- The Townships also collect a 1% administration fee on each tax bill that generates \$66,114 for Scio and \$9,050 for Webster.
- Owner of a \$200,000 home in Scio Township - \$145 per year
- Owner of a \$200,000 home in Webster Township - \$302 per year
- Business in Scio Township with a taxable value of \$2,000,000 - \$2,892 per year

**VILLAGE OF DEXTER**

8140 Main Street Dexter, MI 48130-1092

[ddettling@villageofdexter.org](mailto:ddettling@villageofdexter.org)

Phone (734)426-8303

Fax (734)426-5614

**MEMO**

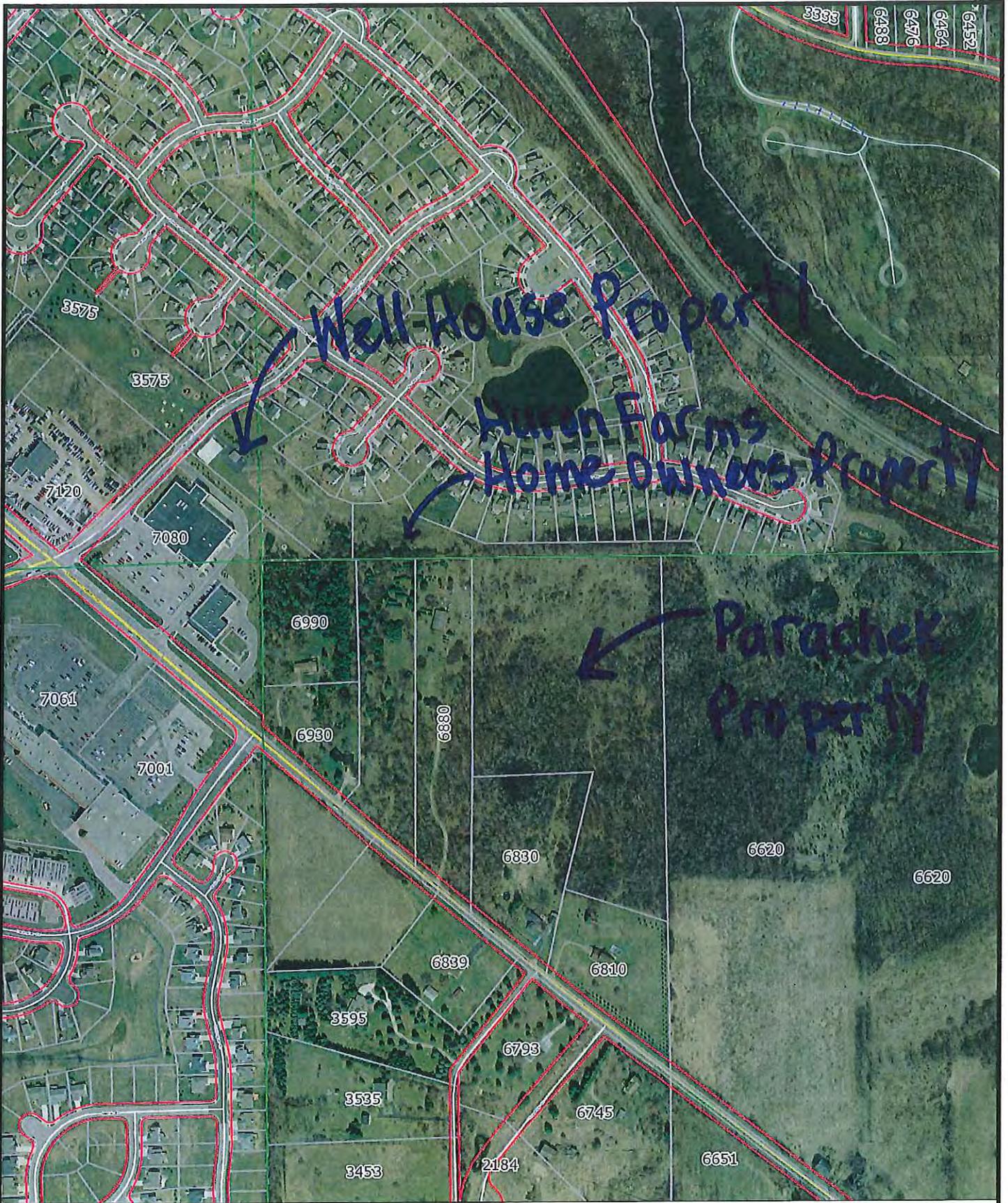
To: President Keough and Council  
From: Donna Dettling, Village Manager  
Date: January 14, 2014  
Re: Easement Request

Attached is a request from DTE for an underground electric easement across the village's Well House property off of Ryan Drive that I received on January 8, 2013. An aerial map is attached to this memo that shows the Well House property and the Parachek property. The Parachek's want to build a home on their property, but only have an access easement off of Ann Arbor Road. They have attempted and failed to secure an easement from their neighbors on Ann Arbor Road to provide electric service to the parcel. The Parachek's are working with DTE to bring electric service to their parcel through village property and Huron Farm's Homeowner Association property. Both the Village easement and the Homeowners easement are being sought at this time.

These documents are for review and discussion at this time. I am still working on the Attorney review before the easement can be recommended for approval. Dan Schlaff and OHM have reviewed the easement and provided input to protect the village's interests, specifically requiring that DTE and or the Parachek's cover the cost to move DTE's underground utility if the village ever needed to use this property. I am also compiling costs incurred by the village to work on this easement. Dan Schlaff's time at \$327, OHM at \$420 and Attorney fees estimated at \$1,000 for a total of \$1,727 costs to be recouped by village to sign the easement.

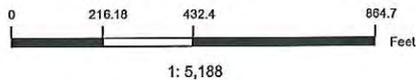
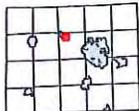
This is being reviewed by our Attorney to develop language to protect the Village's interests. There will most likely be, in addition to the easement document, an agreement that will be recorded with the deed to the Parachek's property that will require them or a future property owner to cover the cost to move the utility if the village needed to use this property in the future.

Let me know if you have any questions. Matt and Whitney Parachek might be attending the meeting to introduce themselves and share their story with Council.



**DTE Easement**

© 2011 Washtenaw County



1/9/2013



NOTE: Parcels may not be to scale.

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.

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.



Well House

Water Main  
• Wells

## Detroit Edison



SW Planning & Design  
8001 Haggerty Road  
Belleville, MI 48111

January 7, 2013

Village of Dexter  
8140 Main St.  
Dexter, MI 48130

Re: W.O. # 35304251-35304283

To Whom It May Concern,

Detroit Edison has received a request to provide service to a new customer adjacent to your property. In order to process this request, Detroit Edison will need permission from you to extend its facilities on or across your property. A sketch is included for your convenience.

Signature(s), in black ink, of the authorized person(s) witnessed by a notary is required. Print the name of the person signing directly under the signature. Please return the executed easement document to Karen Green, Detroit Edison, 8001 S. Haggerty Road, Belleville, MI 48111 at your earliest convenience.

Please feel free to call me at 734 397-4032 if you have any questions or need assistance with a Notary.

Sincerely,

Karen Green  
Facilitator, Right of Way  
SW Planning & Design

Enclosures

**DTE Electric Company Underground Easement (Right of Way) No. 35304251-35304283-A**

On \_\_\_\_\_, 2013, for the consideration of system betterment, Grantor grants to Grantee a permanent, non-exclusive underground easement ("Right of Way") in, on, under, and across a part of Grantor's Land called the "Right of Way Area".

"Grantor" is: **VILLAGE OF DEXTER, 8140 MAIN ST., DEXTER, MI 48130**

"Grantee" is: **DTE Electric Company, a Michigan corporation, One Energy Plaza, Detroit, Michigan 48226  
Comcast Cablevision, 27800 Franklin Rd., Southfield, MI 48034**

"Grantor's Land" is in SW & SE ¼ Sec 5, T2S, R5E, VILLAGE OF DEXTER, County of WASHTENAW, and State of Michigan, and is described as follows:

**AS SHOWN ON ATTACHED LEGAL DESCRIPTION, EXHIBIT 'A',  
WHICH IS ATTACHED HERETO AND MADE A PART HEREOF.**

**Tax Identification Number(s): HD-08-05-440-603  
More commonly known as: VILLAGE OF DEXTER WELL SITES**

The "Right of Way Area" is a twelve (12') foot wide easement on part of Grantor's Land. The centerline of the Right of Way Area shall be established in the as-built location of the centerline of Grantee's facilities, and shall be installed on Grantor's land in the approximate location described as follows:

**AS SHOWN ON ATTACHED DETROIT EDISON DRAWING, EXHIBIT 'B',  
WHICH IS ATTACHED HERETO AND MADE A PART HEREOF.**

1. **Purpose:** The purpose of this Right of Way is to construct, reconstruct, modify, add to, operate and maintain underground utility line facilities consisting of poles, guys, anchors, wires, manholes, conduits, pipes, cables, transformers and accessories.
2. **Access:** Grantee has the right of access to and from the Right of Way Area.
3. **Buildings or other Permanent Structures:** No buildings or other permanent structures or improvements may be constructed or placed in the Right of Way Area without Grantee's prior, written consent. Grantor agrees, at its own expense, to remove any improvement that interferes with the safe and reliable operation, maintenance and repair of Grantee's facilities upon the written demand of Grantee. If Grantor fails to comply with such demand, Grantor agrees that Grantee may remove any such improvement and bill Grantor for the cost thereof, which cost Grantor shall pay within thirty (30) days after demand therefor.
4. **Excavation:** Pursuant to 1974 Public Act 53, MISS DIG (1-800-482-7171 or 811 in some areas) must be called before any excavation in the Right of Way Area may proceed.
5. **Trees, Bushes, Branches, Roots, Structures and Fences:** Grantee may trim, cut down, remove or otherwise control any trees, bushes, branches and roots growing or that could grow in the Right of Way Area and remove any structures, improvements, fences, buildings or landscaping in the Right of Way Area that Grantee believes could interfere with the safe and reliable construction, operation, maintenance and repair of Grantee's facilities. No landscaping, trees, plant life, structures, improvements or fences may be planted, grown or installed within 8 feet of the front door, or within 2 feet of the other sides, of transformers or switching cabinet enclosures, and Grantee will not be responsible for any damage to, or removal of, landscaping, trees, plant life, structures, improvements and/or fences located in such areas.
6. **Restoration:** If Grantee's agents, employees, contractors, subcontractors, vehicles or equipment damage Grantor's Land while entering Grantor's Land for the purposes stated in this Right of Way, then Grantee will restore Grantor's Land as nearly as is reasonably practicable to the condition in which it existed prior to such damage. Restoration with respect to paved surfaces shall consist of asphalt cold patching of the damaged portion of any asphalted surfaces and the cement patching of the damaged portion of any cemented surfaces. Grantee shall have no liability, however, for the restoration or cost of any improvements whatsoever.

including, but not limited to, paving, roadways, parking areas, parking islands, sidewalks, curbing, gutters, fences or landscaping such as trees, bushes, flowers or grass located within the Right of Way Area that are damaged by Grantee in the course of constructing, reconstructing, modifying, adding to, repairing, replacing, operating or maintaining its facilities as described in paragraph 1 above.

7. **Successors:** This Right of Way runs with the land and binds and benefits Grantor's and Grantee's successors and assigns.

8. **Exemptions:** Exempt under MCL 207.505(a) and MCL 207.526(a).

9. **Governing Law:** This Agreement shall be governed by the laws of the State of Michigan.

**Grantor(s):** Village of Dexter

By: \_\_\_\_\_

Print: \_\_\_\_\_

Title: \_\_\_\_\_

Acknowledged before me in _____ County, Michigan, on _____, 2013,	
By: Village of Dexter	
Notary's Stamp _____	Notary's Signature _____

Drafted by and return to: DTE Electric Company, Karen Green, 8001 S. Haggerty Rd., Belleville, MI 48111

## EXHIBIT "A"

A parcel of land in the Southeast 1/4 and Southwest 1/4 of Section 5, Town 2 South, Range 5 East, Village of Dexter, Washtenaw County, Michigan, described as: Commencing at the South 1/4 corner of said Section 5; thence South 88 degrees 47 minutes 00 seconds East 193.10 feet along the South line of said Section 5 to the Point of Beginning of Parcel "A"; thence proceeding North 47 degrees 56 minutes 10 seconds West 572.76 feet; thence North 46 degrees 34 minutes 00 seconds East 95.00 feet; thence 171.09 feet along the arc of the curve to the right having a radius of 434.00 feet passing through a central angle of 22 degrees 35 minutes 14 seconds with a chord of North 57 degrees 51 minutes 38 seconds East 169.99 feet; thence South 48 degrees 19 minutes 20 seconds East 172.82 feet; thence South 54 degrees 51 minutes 34 seconds West 60.94 feet; thence South 47 degrees 56 minutes 10 seconds East 254.69 feet; thence South 68 degrees 37 minutes 51 seconds East 84.19 feet; thence South 1 degree 13 minutes 00 seconds West 190.94 feet; thence North 88 degrees 47 minutes 00 seconds West 130.43 feet along the South line of Section 5 to the Point of Beginning.

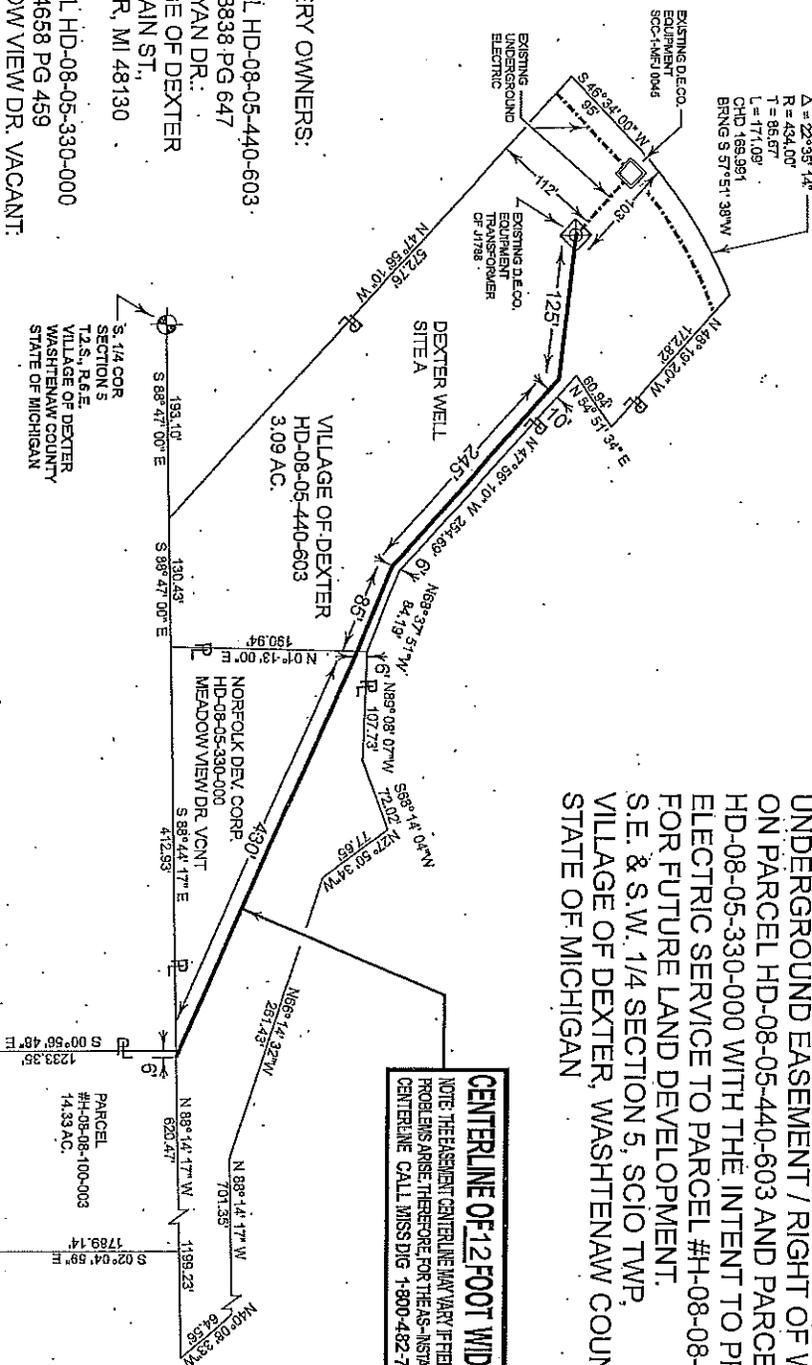


# EXHIBIT "B"

12/11/2012  
 DRAWING BY S. MCCLEAR  
 W.O. #35304251 S.R.W. #35304283  
 UNDERGROUND EASEMENT / RIGHT OF WAY  
 ON PARCEL HD-08-05-440-603 AND PARCEL  
 HD-08-05-330-000 WITH THE INTENT TO PROVIDE  
 ELECTRIC SERVICE TO PARCEL #H-08-08-100-003,  
 FOR FUTURE LAND DEVELOPMENT.  
 S.E. & S.W. 1/4 SECTION 5, SCIO TWP,  
 VILLAGE OF DEXTER, WASHTEENAW COUNTY,  
 STATE OF MICHIGAN

**CENTERLINE OF 12 FOOT WIDE EASEMENT**  
 NOTE: THE EASEMENT CENTERLINE MAY VARY IF FIELD CONSTRUCTION  
 PROBLEMS ARISE. THEREFORE FOR THE AS-INSTALLED EASEMENT  
 CENTERLINE CALL MISS/DWG 1-800-482-7171 OR 811

**PROPERTY OWNERS:**  
 PARCEL HD-08-05-440-603  
 LIBER 3838 PG 647  
 3575 RYAN DR.,  
 VILLAGE OF DEXTER  
 8140 MAIN ST.,  
 DEXTER, MI 48130  
 PARCEL HD-08-05-330-000  
 LIBER 4658 PG 459  
 MEADOWVIEW DR. VACANT,  
 NORFOLK DEVELOPMENT CORP.  
 8178 JACKSON RD., SUITE D  
 ANN ARBOR, MI 48103-9806



Block	Section	Twp	Rng	City	County	State
23	9 E	5	S	W	MI	

Block	Section	Twp	Rng	City	County	State
23	9 E	5	S	W	MI	

Block	Section	Twp	Rng	City	County	State
23	9 E	5	S	W	MI	

AGENDA 1-14-13

ITEM L-2



# Dexter Area Fire Department

Date: December 10, 2012

To: Village of Dexter; Dexter Township; Webster Township

From: Loren Yates, DAFD Chief *LY*

Re: Fireworks Inspections

In 2011 the State of Michigan enacted a Public Act allowing the sale of consumer fireworks (Section 19 of 2011 PA 256). This act allowed larger and more powerful fireworks to be sold to the public than in the past. At this time, the state is asking fire departments to become delegated inspectors for consumer fireworks sales facilities in their jurisdictions. For providing the local inspection service conducted by the DAFD's certified Fire Inspector, the state will split the revenue from permit application fees at an 80/20 split, with 80% going to the local fire department. The consumer fireworks application fee is \$800 for permanent certificates, and \$480 for temporary. The certification, plan review and citation functions will remain the responsibility of the Bureau of Fire Services.

Attached is an e-mail from the Office of Fire Safety, and a Delegation Agreement form for your municipality. Each municipality that chooses to support this effort must also pass a Resolution of Support.

As Fire Chief I support this process, and encourage all municipalities to also participate and support it. Although there will be revenue realized for the DAFD, the main benefit will be in the knowledge of the location and inventory of the applicants.

The Bureau of Fire Services is requiring that all approved agreements, resolutions and delegation of authority paperwork be returned by January 18, 2013.

If you have any questions, or would like myself or the Fire Inspector to answer questions for your municipality, please don't hesitate to call.

To: @comcast.net'; 'mnicholai@frenchtownfiredept.org'; 'jmaddox@frenchtownfiredept.org'; 'gainestwpfire@chartermi.net'; 'graafschapfire@hotmail.com'; 'gbfdchief@aol.com'; 'tgerencer@ght.org'; 'info@gtmetrofire.org'; 'maym@cityofgrandville.com'; 'kevin.gentry@greenoakfire.com'; 'linda.taylor@green-oak.mi.us'; 'mlopez@harristownshipfire.org'; 'mail@hartlandareafire.com'; 'raydewalt@yahoo.com'; 'apless@howellfire.net'; 'FIREMARSHAL@HOWELLFIRE.NET'; 'dmohr@hudsonville.org'; 'egillman@hurtontownship-mi.gov'; 'irachief1@comcast.net'; 'williamsj@kalamazoo-city.org'; 'fcltfd@comcast.net'; 'dfouchia@lenoxtpw.org'; 'Whitehead, Shadd'; 'tbelt@mqtty.org'; 'redmtfd@chartermi.net'; 'janelleruff@marquettetownship.org'; 'fdchief@cityofmarysville.mi.com'; 'cowper@meridian.mi.us'; 'jmosher@midland-mi.org'; 'liz.parker@shorelinecity.com'; 'jlintz@nocfa.com'; 'mbarnes@oshtemo.org'; 'pscholz@oxfordtownship.org'; 'try12966@msn.com'; 'chief@plainfieldfire.org'; 'cmiller@porthurontownship.org'; 'director@raisintownship.com'; 'jcieslik@rochestermi.org'; 'djones@rockford.mi.us'; 'mreus@rockford.mi.us'; 'gtijerina@roseville-mi.org'; 'wilw@ci.royal.oak.mi.us'; 'jpeterson@stfd.com'; 'jswinkow@shelbytwpfd.com'; 'gshepherd@shelbytwpfd.com'; 'mifarah@ci.southgate.mi.us'; 'dgildner@ci.southgate.mi.us'; 'rwise@shaes.org'; 'skovalcik@sterling-heights.net'; 'stclair10@sbcglobal.net'; 'morehouseg@scsmi.net'; 'rsherman@coldwater.org'; 'thomas7315@aol.com'; 'firthph@troymt.gov'; 'dsimpson@cityofwarren.org'; 'maltese@whitelaketwp.com'

Cc: Hooker, BreeAnn (LARA); Murdock, Robbie (LARA)

Subject: Fireworks Delegation of Authority

Attachments: BFS FORM - 504 FIREWORKS DELEGATION OF AUTHORITY AUTHORIZATION.pdf; Delegation of Authority Agreement - Fireworks.doc

Importance: High

The State Fire Marshal, Assistant State Fire Marshal and the Bureau of Fire Services would like all interested parties that would like delegation of authority to have the opportunity to participate.

With that being said, we are extending the deadline date to return all appropriate documentation to our office by Friday, January 18, 2012. I hope this will help all with presenting the required documentation to your boards.

I have attached documentation we will need completed:

1. Form BFS-504 Fireworks Delegation of Authority Authorization (attached)
2. The Delegation of Authority Agreement (attached) -please do not fill in the expiration date

This documentation is not a form we have nor do we have a sample of the language. You will need to request this from your local unit of government:

1. Resolution signed by local unit Government (this would be documentation from the local unit of government giving authorization for fire department to complete firework inspections).

Thank you for your patience!

Julie Sworden  
Senior Executive Management Assistant to  
the State Fire Marshal  
Department of Licensing & Regulatory Affairs  
Bureau of Fire Services  
[swordenj@michigan.gov](mailto:swordenj@michigan.gov)  
(517) 241-2074

RICK SNYDER  
GOVERNOR

State of Michigan  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
BUREAU OF FIRE SERVICES  
RICHARD W. MILLER  
STATE FIRE MARSHAL

STEVEN H. HILFINGER  
DIRECTOR

November 5, 2012

To: All Michigan Fire Departments

From: Richard W. Miller, State Fire Marshal

RE: Fireworks Inspection Delegation

The Bureau of Fire Services is seeking for departments that are interested in applying for inspection delegation for consumer fireworks sales facilities (CFRS) under Section 19 of 2011 PA 256. This delegation would be effective for 1 year. The fire department would be responsible to conduct inspections of the permanent and temporary CFRS locations within its jurisdiction. The certification, plan review, and citation functions will remain the responsibility of the Bureau. Fire departments that elect to have delegation will receive 80% of the application fee paid for the consumer fireworks certificate (\$800 for permanent and \$480 for temporary).

To qualify for inspection delegation, the fire department must enter into a written agreement with the Bureau. A copy of the agreement is provided for your reference. All inspections shall be conducted by a currently state-certified fire inspector using the promulgated Fireworks Fire Safety Rules and documented on Bureau-approved forms. In addition, departments shall send their personnel to a training session in Lansing during the week of February 4, 2013. Details of the training will be posted on the Bureau's website.

Please fill out the information below to indicate your interest in this delegation program and return prior to 5pm on November 19, 2012:

Fire Department: Dexter Area Fire Department

Chief's Signature: 

- The department has certified fire inspectors
- The department will have personnel attend the training session

Please return this form to:  
Bureau of Fire Services  
Attn: Julie Sworden  
PO Box 30700  
Lansing, MI 48909-7200  
Fax: 517-335-4061  
E-mail: swordenj@michigan.gov

If you have additional questions about the delegation program or process, please contact Julie Sworden at 517-241-8847 or swordenj@michigan.gov.

BUREAU OF FIRE SERVICES  
525 W. Allegan, 4th Floor, PO Box 30700, Lansing, MI 48909  
Telephone: (517) 241-8847 FAX (517) 335-4061  
www.michigan.gov/bfs

Print Form

FOR DEPARTMENT USE ONLY	
	Initials indicating approval for Delegation of Authority
	Initials indicating we received Resolution of Governing Body
	Expiration Date of Delegation of Authority

PLEASE SUBMIT FORM TO:  
 DEPARTMENT OF LICENSING & REGULATORY AFFAIRS  
 BUREAU OF FIRE SERVICES  
 ATTN: ROBBIE MURDOCK  
 PO BOX 30700  
 LANSING, MI 48909

**FIREWORKS DELEGATION OF AUTHORITY AUTHORIZATION PURSUANT TO PA 256**

Submitter Name:	Village of Dexter	Today's Date:	12/9/12
Submitter Phone Number:		E-Mail:	
Additional Contact Name:		E-Mail:	
Mailing Address of Fire Dept or Local Unit of Government:	8140 Main St. Dexter MI 48130	FDID #:	8105
Name of Fire Department:	Dexter Area Fire Department	Fire Chief E-Mail:	Lorenyates@aol.com
Name of Fire Chief:	Loren Yates		

**Please list the Fire Inspectors in the Agency or Fire Department that would like to participate below:**

Name of Certified Fire Inspector:	Donald C. Dettling	Certified Fire Inspector No:	03-615
Certified Fire Inspector's E-Mail:	dcdettling@dexterareafire.org	Exp. Date of Certification:	12-31-12
Name of Certified Fire Inspector:		Certified Fire Inspector No:	
Certified Fire Inspector's E-Mail:		Exp. Date of Certification:	
Name of Certified Fire Inspector:		Certified Fire Inspector No:	
Certified Fire Inspector's E-Mail:		Exp. Date of Certification:	

You will receive a certificate when your Delegation of Authority Form has been approved and the certificate will be e-mailed and a hard copy mailed back to you.  
 Note: It is important to have at least (1) current e-mail addresses listed above.

**REQUIRED DOCUMENTATION TO SUBMIT: PLEASE ATTACH A COPY OF PROOF OF RESOLUTION SIGNED BY LOCAL UNIT OF GOVERNMENT TO PERFORM DELEGATION INSPECTIONS.**

If you do not submit the form by the deadline date, you will not be considered for Fireworks Delegation of Authority Inspections.

Signature of the State Fire Marshal or Assistant State Fire Marshal is required.

**DEADLINE DATE: January 4, 2013**

State Fire Marshal Signature \_\_\_\_\_

Training information for Delegation of Authority will be forthcoming.

Assist. State Fire Marshal Signature \_\_\_\_\_

In accordance with PA 207 of 1941, as amended, Subsection 29.2b, Section 3: The authority delegated under subsection (1) may be delegated for not more than 2 years, but may be renewed under subsection (1) for subsequent 2-year periods. The authority shall be revoked by the bureau, if the bureau finds that the employee not in compliance with subsection (1) or if the governing body of the employing city, village, or township, by resolution, requests the revocation.



RICK SNYDER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
BUREAU OF FIRE SERVICES  
RICHARD W. MILLER  
STATE FIRE MARSHAL

STEVEN H. HILFINGER  
DIRECTOR

**DELEGATION AGREEMENT**

between

The Michigan Department of Licensing & Regulatory Affairs  
Bureau of Fire Services  
and  
**Village of Dexter**  
EXPIRATION

I. Purpose

This agreement is entered into for the purpose of delegation of Fireworks Inspections in accordance with the Michigan Fireworks Safety Act, PA 256 of 2011 as amended MCL 28469.

II. Local Agency Responsibilities

The **Village of Dexter**(Agency) agrees:

- A. To abide by all terms of this agreement including all attachments (i.e. procedures).
- B. To the use of State Certified Inspectors to perform all delegated inspections.
- C. To complete all delegated inspections within the time frames as specified by the Department of Licensing & Regulatory Affairs and Bureau of Fire Services.
- D. To complete all delegated inspections using the appropriate rules promulgated in accordance with MCL 28.470.
- E. To utilize all report forms and reporting formats required by the Department of Licensing & Regulatory Affairs, Bureau of Fire Services, for all consumer fireworks retail sales delegated inspections.
- F. To follow and apply all Department of Licensing & Regulatory Affairs, Bureau of Fire Services, procedures regarding the inspection of Consumer Fireworks Retail Sales facilities.
- G. To the proper conduct and demeanor of their employee(s) while performing delegated inspections in accordance with this agreement.

H. To attend training opportunities provided by the Department of Licensing & Regulatory Affairs, Bureau of Fire Services, necessary for the proper completion of delegated inspections.

III. Department of Licensing & Regulatory Affairs, Bureau of Fire Services, Responsibilities

The Department of Licensing & Regulatory Affairs, Bureau of Fire Services agrees:

- A. To abide by the terms of this agreement including all attachments.
- B. To provide the technical assistance and supervision necessary for the proper administration of this agreement.
- C. To provide any report forms and reporting formats required by the Department of Licensing & Regulatory Affairs, Bureau of Fire Services, for the reporting of inspections performed in accordance with this agreement.
- D. To provide the **Dexter Area Fire Department** with copies of Department of Licensing & Regulatory Affairs, Bureau of Fire Services, procedures. Manuals or other documents necessary for the implementation of this agreement shall be the responsibility of said agency.
- E. To provide the opportunity for training for an appropriate number of employees of the **Dexter Area Fire Department**, as determined by the Department of Licensing & Regulatory Affairs, Bureau of Fire Services, regarding rules, laws, or procedures necessary for the completion of inspections delegated in accordance with this agreement.
- F. To review the delegation of authority to perform inspections each year in accordance with MCL 28.455.
- G. To notify the Agency, in writing, of intent to revoke delegated authority if the Department of Licensing & Regulatory Affairs, Bureau of Fire Services, finds that the terms of the agreement have not been kept, or if the Department intends to withdraw from the delegation program.
- H. To revoke the authority of the employee(s) to perform delegated inspections upon notification of the **Village of Dexter** that the request for delegation has been rescinded.
- I. To inform the State Fire Safety Board of all decisions by the Department of Licensing & Regulatory Affairs, Bureau of Fire Services, in delegating or revoking the authority delegated under MCL 28.469.

IV. Conflict of Interest

The **Village of Dexter and/or Dexter Area Fire Department** and the Department of Licensing & Regulatory Affairs, Bureau of Fire Services, are subject to the provisions of Act No. 317, PA of 1968, as amended, being MCLA 15.321 et seq, and Act No. 196, PA of 1973, as amended, being MCLA 15.341 et seq.

V. Liability

- A. All liability and/or loss or damage as a result of claims, demands, costs, or judgments arising out of activities that are the responsibility of the **Village of Dexter and/or Dexter Area Fire Department]** or unit of government pursuant to the terms of this agreement shall be the responsibility of the governing body if the liability, loss, or damage is caused by, or arises out of, the actions or failure to act on the part of the unit of government or its employees either directly or indirectly, provided that nothing herein shall be construed as a waiver of any governmental immunity available to the government body or unit of government or its employees by common law, statute, or court decision.
- B. All liability to third parties, and/or loss, or damage as a result of claims, demands, costs, or judgments arising out of activities that re the responsibility of the Department if the liability, loss, or damage is caused by, or arises out of, the action or failure to act on the part of the Department of Licensing & Regulatory Affairs, Bureau of Fire Services, or its employees, provided that nothing herein shall be construed as a waiver of any governmental immunity available to the State, its agencies, the Department of Licensing & Regulatory Affairs, Bureau of Fire Services, or the employees of any of them as provided by common law, statute, or court decision.
- C. In the event that liability to third parties, and/or loss, or damages arises as a result of activities which go beyond the mere fact of agreement between the **Village of Dexter and/or the Dexter Area Fire Department ]** and the Department of Licensing & Regulatory Affairs, Bureau of Fire Services, in fulfillment of their responsibilities under this agreement, such a liability, loss or damage shall be borne in relation to each party's responsibilities under that joint activity, provided that nothing herein shall be construed as a waiver of an governmental immunity available to the governing body, unit of government, the State and the Department of Licensing & Regulatory Affairs, Bureau of Fire Services, or the employees of any of them, as provided by common law, statute, or court decision.

VI. Statutory Authority

Authority to perform Consumer Firework Retail Sales inspections is delegated to the certified fire inspector(s) of the **Dexter Area Fire Department** by the Department of Licensing & Regulatory Affairs, Bureau of Fire Services, under provision of Michigan Fireworks Safety Act, PA 256 of 2011 as amended, MCL 28.469.

\_\_\_\_\_  
**Shawn Keough** Board Chair

\_\_\_\_\_  
Date

\_\_\_\_\_  
**Loren Yates** Fire Chief

\_\_\_\_\_  
Date

Director, Bureau of Fire Services

Date

-2013

**RESOLUTION FOR THE PURPOSE OF ESTABLISHING ORGANIZATIONAL MATTERS FOR THE VILLAGE OF DEXTER**

At a regular meeting of the Village Council of the Village of Dexter, Michigan called to order by President Shawn Keough on \_\_\_\_\_ at 7:30 p.m., the following resolution was offered:

Moved by:                      Supported by:

**WHEREAS**, the Village intends to utilize various firms and individuals for particular matters to coincide with the regular village election every November of even years, and

**WHEREAS**, the following firms and individual appointments can be changed as deemed necessary by Council by a simple majority vote of Council at any point during this time period.

**NOW, THEREFORE, BE IT RESOLVED**, that the Village Council does confirm using the following firms and individuals as needed in their respective responsibilities:

1. Bank Signatories: President Shawn Keough, Treasurer Marie Sherry, President Pro Tem Ray Tell, Assistant Village Manager Courtney Nicholls, and Village Manager Donna Dettling
2. President Pro Tem: Ray Tell
3. Attorney for enforcement of Traffic Laws: Tom Stringer
4. Attorney for Bonding Matters: Miller Canfield
5. Attorney for General Legal Matters: Dykema and Scott Munzel
6. Attorney for Contested NPDES Permit: Varnum, Riddering, Schmidt & Howlett
7. Consultants for Planning and Zoning Matters: Carlisle/Wortman Associates, Inc.
8. Financial Consultant: Tom Traciak, Umbaugh & Associates
9. General Consultant for Engineering Matters: Orchard, Hiltz and McCliment
10. Specialized Water & Sewer Engineering & Consulting: Williams & Works; Flies & Vandenbrink
11. Auditor: PSLZ, LLC
12. Freedom of Information Officer: Assistant Village Manager
13. Street Administrator: Kurt Augustine
14. As representatives to the following organizations:
  - Arts, Culture & Heritage Committee                      Paul Cousins
  - Chamber of Commerce    Julie Knight
  - Dexter Area Fire Department Board                      Ray Tell, Jim Seta

- Parks & Recreation Commission Ex-officio Donna Fisher
- Planning Commission, Ex-officio Joe Semifero
- Zoning Board of Appeals Jim Carson
- DHS- Gordon Hall Management Team Donna Fisher
- CAPT/DART Jim Carson
- Gateways Initiative Paul Cousins, Carol Jones
- Healthy Communities Committee/5-H Julie Knight, Paul Cousins
- Huron River Watershed Council Paul Cousins
- SEMCOG Shawn Keough
- Stormwater Phase II Citizen Advisory Group Carol Jones
- WATS Jim Carson, Alternate-Paul Cousins
- WAVE Jim Carson
- 3045 Broad Site Redevelopment Representative Jim Carson, Shawn Keough
- Economic Preparedness Jim Carson, Donna Fisher
- Facilities Committee Shawn Keough, Paul Cousins, Julie Knight
- Farmer's Market/Community Garden Committee Julie Knight, Alternate - Donna Fisher
- Utilities Committee Joe Semifero, Ray Tell
- Website Jim Smith, Donna Fisher, Shawn Keough

**BE IT FURTHER RESOLVED**, that the Village of Dexter is committed to the purchase of local goods and the use of local business, and

**BE IT FURTHER RESOLVED**, that the regular meeting of the Village Council shall be held the 2<sup>nd</sup> and 4<sup>th</sup> Monday of each month at 7:30 p.m. at the Dexter Senior Center – 7720 Dexter Ann Arbor Road.

That, all representatives shall report to Council as scheduled, review significant issues and proposals with Council for input and discussion, as needed, and forward copies of meeting agendas and minutes to Village Council in a timely fashion,

That the Regular Meeting of the Village Planning Commission shall be held the 1<sup>st</sup> Monday of each Month at 7:30 p.m. at the Dexter Senior Center – 7720 Dexter Ann Arbor Road.

That the Regular Meeting of the Village Parks & Recreation Commission shall be held the 3<sup>rd</sup> Tuesday of each month at 7:00 p.m. at the Village Offices 8123 Main Street.

That the Regular Meeting of the Zoning Board of Appeals shall be held the 3<sup>rd</sup> Monday of each month at 7:00 p.m. at the Dexter Senior Center – 7720 Main Street. Meetings of the Z.B.A. will only be held when requests are pending.

AYES:

NAYS:

**RESOLUTION DECLARED ADOPTED THIS \_\_\_ DAY OF JANUARY 2013.**

---

Carol Jones, Village Clerk



**DEXTER VILLAGE COUNCIL RULES**

Adopted: April 1986	Amended: April 13, 1992	Amended: April 12, 2004
August 24, 1987	Amended: June 8, 1992	Amended: May 9, 2005
Amended: September 14, 1987	Amended: September 28, 1992	Amended: January 28, 2008
Amended: March 26, 1991	Amended: May 12, 2003	Amended: December 22, 2008
Amended: September 23, 1991	Amended: October 27, 2003	Amended: January

**RULE 1: MEETING OF THE COUNCIL**

All meetings, regular and special, of the Council shall be held in Dexter Senior Center, 7720 Dexter Ann Arbor Road. However, any meeting of the Council can be adjourned to another location in order to accommodate the public.

The Council shall hold its regular meetings on the second and fourth Mondays of each month at 7:30 p.m.

Whenever a regular meeting falls on a legal holiday or Election Day it shall be held on the following day (Tuesday) at 7:30 P.M., or as determined by Council with adequate public notice.

**RULE 2: REGULAR MEETING AGENDA**

**2.1 Preparation of agenda and materials**

The Village President and Village Manager and/or other responsible administrative officers or employees at Village office, shall prepare the agenda of business for regularly scheduled council meetings. Any other member or representative of committees, boards or commissions desiring to place a matter on the agenda shall notify the Village President and Village Manager and/or other responsible administrative officers or employees at the Village office of such items by 5 p.m. on the Monday preceding the next meeting. Items that are not received by the stated deadline shall not be considered by the Council except upon the unanimous consent of the members present.

**2.2 Distribution of agenda and materials**

Upon completion of the agenda the Village Manager and/or other responsible administrative officer or employee at the Village office, shall distribute the agenda and support materials on Wednesday prior to the next meeting. The Village Manager and/or other responsible administrative officer or employee or designee at the Village office may distribute such material by mail, email or personal delivery.

**2.3 Order of Business**

The Village Manager in accordance with the following shall prepare an agenda for each Council Meeting:

- A** CALL TO ORDER / PLEDGE OF ALLEGIANCE
- B** ROLL CALL OF TRUSTEES
- C** APPROVAL OF THE MINUTES
- D** PRE-ARRANGED PARTICIPATION  
Pre-arranged participation will be limited to those who notify the Village office before 5:00 p.m. Monday preceding the meeting, stating their name, intent and time requirements. (10-minute limit)
- E** APPROVAL OF AGENDA
- F** PUBLIC HEARINGS/SHOW CAUSE HEARINGS  
Action on each public hearing or show cause hearing will be taken immediately following the Hearing.
- G** NON-ARRANGED PARTICIPATION

## DEXTER VILLAGE COUNCIL RULES

Non-arranged participation will include those not listed on the printed agenda that wish to speak. A time limit of 5 minutes will apply, unless speaking for a bona fide group, in which case ten minutes shall be allowed. A notation will appear on the agenda. The Village President, at his discretion, may call on members of the audience to speak at any time, or respond to their concerns. Any questions posed at this time will be responded to by the Village Manager or his/her designee within 48 hours.

### H COMMUNICATIONS SPOKEN or WRITTEN

#### I REPORTS "As Scheduled"

1. VILLAGE STAFF AND DEPARTMENTS - Written & Oral Reports
  - a. ~~Village Manager~~
  - b.a. ~~Exofficio representatives of Planning and Parks & Recreation Commission - monthly~~
  - e.b. ~~Community Development Manager – Minimum Quarterly, or as circumstances require~~
  - d.c. ~~Sheriff Department – Minimum Quarterly, or as circumstances require~~
  - e.d. ~~Finance Officer/Treasurer – Minimum Quarterly, or as circumstances require~~
  - f.e. ~~Public Services Superintendent –Minimum Quarterly, or as circumstances require~~
  - g. ~~Assistant Village Manager – Minimum Quarterly, or as circumstances require~~
  
2. BOARDS AND COMMISSIONS – Written & Oral Reports
 

Minimum ~~twice~~once per year, on a pre-arranged schedule ~~as set by Resolution.~~

  - a. Arts, Culture & Heritage Committee
  - b. Chamber of Commerce
  - b.c. Dexter Area Fire Board (DAFD)
  - e.d. Downtown Development Authority (DDA)
  - e. Farmers Market / Community Garden Oversight Committee
  - d.f. Gateways Initiative
  - e.g. Gordon Hall Management Team
  - h. Healthy Communities Committee/5-H
  - f.i. Huron River Watershed Council (HRWC)
  - g.i. Library Board
  - h.k. Parks & Recreation Commission
  - i.l. Planning Commission
  - m. Tree Board
  - n. WATS
  - j.o. WAVE
  
3. SUB COMMITTEES – Monthly report from active committees, oral or written.
  
4. Village Manager/Assistant Village Manager Report
  
5. VILLAGE PRESIDENT WRITTEN REPORT

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#### J CONSENT AGENDA

Bills & Payroll will be a standing item under consent agenda. Discussion of Budget and Financial Matters will be covered as a standing item on the Presidents Report, as needed under the Village Manager's report or during a quarterly Financial Report by the Treasurer. Items under Consent Agenda are considered

## DEXTER VILLAGE COUNCIL RULES

routine by the Village Council and will be enacted in one motion. There will no separate discussion of these items, unless a Council Member so requests, in which event, the items will be removed from Consent Agenda and added to the regular agenda at the end of Old or New Business

### **K** OLD BUSINESS

This portion of the agenda is for action items previously tabled or postponed from a prior meeting.

### **L** NEW BUSINESS

This portion of the agenda is for consideration of action items as well as discussion of items not previously tabled or postponed by Council.

### **M** COUNCIL COMMENTS

This portion of the agenda is intended to provide elected officials an opportunity to share comments that benefit the Board as well as the community. These will not be actionable items, except that issues may be referred to committee or placed on an upcoming agenda.

### **N** NON-ARRANGED PARTICIPATION

Non-arranged participation will include those not listed on the printed agenda that wish to speak. A time limit of 5 minutes will apply, unless speaking for a bona fide group, in which case ten minutes shall be allowed. A notation will appear on the agenda. The Village President, at his discretion, may call on members of the audience to speak at any time, or respond to their concerns. Any questions posed at this time will be responded to by the Village Manager or his/her designee within 48 hours.

### **O** ADJOURNMENT

#### **RULE 3: RECORD OF MEETINGS:**

##### **3.1 Recording responsibility**

The Clerk shall be responsible for maintaining the official record and minutes of each meeting of the Council. The minutes shall include all the action of the Council with respect to motions. The record shall include the names of the mover and seconded and the vote of the Council. The record shall also state whether the vote was by voice or by roll call, and when by roll call, the record shall show the "yes", "no" and abstention for each member. The Clerk shall be responsible for maintaining a written record of the summary of comments made by members of the public. The Clerk shall maintain copies of minutes, resolutions and ordinances or other matters acted upon by the Council.

##### **3.2 Requests for remarks to be included**

Any member of the Council may request to have his or her comments printed as part of the record. If there are no objections by any members of Council, the comments may be included. If there is an objection to such printing of the comments, the Council shall decide the matter by majority vote. Such comments to be included, as part of the official record shall be provided in writing by the member or transcribed exactly by the Clerk.

## DEXTER VILLAGE COUNCIL RULES

### 3.3 Public access to meeting records

The Clerk shall make available to members of the public the records and minutes of official meetings in accordance with the Freedom of Information Act. Minutes prepared by the Clerk, but not approved by the body shall be available for public inspection not more than 8 business days following the meeting or less. Minutes approved by the body shall be available within 5 business days from the date of the meeting at which they were approved. The Clerk shall also promptly send copies of minutes to persons who have requested them.

### 3.4 Publication of minutes

The Clerk shall be responsible for posting minutes as established by Council by Resolution.

### **RULE 4: BEHAVIOR OF COUNCIL MEMBERS**

The President or any Trustee may request a roll call of the Council, and the Clerk shall note the names of absentees. The Council shall take such action, as it deems appropriate to reprimand Council members absent without reasonable excuse.

The Council shall determine if the behavior of any of its members, or any Village Official present at the meeting, is interfering with Council business. Upon concurrence of 2/3 of Council any member or official shall be excused from the Council meeting.

### **RULE 5: VOTING**

All votes of the Council shall be by roll call, except approval of the minutes, agenda, and the consent agenda, and adjournment. The Village President shall be the last to vote on all roll call votes, and all other trustees shall vote in random order. All Trustees shall vote on all matters before the Council, unless a Trustee has a financial interest in any matter before the Council, in which case the Trustee shall not vote on the matter (Abstain). For a motion or resolution to pass it must receive four votes of the members of council (MCL 65.5).

### **RULE 6: CONDUCT OF DISCUSSION – DEBATE**

During Council discussion and debate, no trustee shall speak until recognized by the President. Discussion and debate must be addressed to the President not other trustees or public. A trustee shall confine their comments to the question at hand and avoid personalities and or character insult. Each trustee shall speak no more than two times on a given question and for no longer than five minutes each time, unless the Trustees give unanimous consent. Debate will be limited to voting members of Council and those participants recognized by the Village President.

### Conduct Norms

- Be prepared for the meeting and contact the Manager to get questions answered prior to the meeting.
- Listen to one another
- Debate issues not persons
- Respect one another's views in spite of differences in opinion
- Respect the fact that we will not always agree on issues; indeed, the diversity of views and perspective may strengthen the decision-making process
- Members must abide by the decision of the Council once a decision has been made.
- Resist the temptation, when you disagree with a decision, to try and undermine the decision; continuing concerns about a decision should be expressed privately.

### **RULE 7: PUBLIC HEARINGS**

## DEXTER VILLAGE COUNCIL RULES

Any citizen may address Council at a Public Hearing. The citizen must give their name and address to be recorded by the Village Clerk. The citizen must limit their presentation to five minutes. Any citizen representing a bona fide group may speak for ten minutes.

### **RULE 8: RIGHT TO DELAY CERTAIN PROCEEDINGS**

No resolution or proceeding of the Council imposing taxes or assessments or requiring the payment, expenditure of money or property, or creating a debt or liability, shall be allowed at the same meeting at which it is introduced, if objection be made by one member, unless by a two-thirds vote of the members present. Two-thirds = for 7 members present 5 votes, 6 members present 4 votes, 5 members present 4 votes. Any motion to adjourn shall always be in order, except when the last preceding business was a motion to adjourn. That and motions to lie on the table and to limit debate, shall be decided without debate.

### **RULE 9: ORDER OF MOTIONS DURING DEBATE**

When any question is under debate, no motion shall be received but the following, and they shall have precedence in the order listed below:

MOTION TO ADJOURN  
 MOTION TO LAY ON TABLE  
 MOTION TO LIMIT DEBATE  
 MOTION TO POSTPONE TO A CERTAIN DAY  
 MOTION TO REFER TO COMMITTEE  
 MOTION TO AMEND  
 MAIN MOTION

### **RULE 10: MOTION TO LIMIT DEBATE**

At any time during a discussion or debate of a question, a Trustee may move to limit debate. This motion after receiving the affirmative votes of at least two-thirds of the Trustees present, (Two-thirds = or 7 members present 5 votes, 6 members present 4 votes, 5 members present 4 votes.) will have the effect of limiting any member to speak for not more than one additional five-minute period on the basic question, provided that member has not spoken twice, in which case they may not speak again. This motion, upon being made and supported shall not be debated.

### **RULE 11: RECONSIDERATION OF QUESTION**

When a question has been taken it shall be in order for any member voting with the prevailing side to move a reconsideration thereof at the same or next regular meeting, but no question shall be considered a third time.

### **RULE 12: ALTERING AND AMENDING COUNCIL RULES**

Council rules shall be reviewed and adopted within 60 days after the General Election and/or a change in the membership of the Council. Council adopted rules may be altered or amended by a vote of a majority of the members, if notice of the proposed change shall have been given at a preceding meeting of the Council, and a written copy of the proposed change has been distributed to all members.

### **RULE 13: TAPING OF COUNCIL MEETINGS**

## DEXTER VILLAGE COUNCIL RULES

Any citizen may tape a Council meeting by audio or video machines. All recording equipment or personnel shall be positioned behind the last row of the audience chairs in such a manner as not to interfere with the audience's view.

### **RULE 14: ABSENCE OF RULES**

In the absence of a Council rule, Robert's Rules of Order will prevail. An abbreviated version of Robert's Rules shall be made part of this document.

### **RULE 15: WAIVING COUNCIL RULES –SUSPEND RULES**

Any Council rule shall be waived by a two-thirds majority of the Council members present, unless the rule to be waived requires more than a simple majority of consent. (7 members present 5 votes, 6 members present 4 votes, and 5 members present 4 votes)

### **RULE 16: BOARDS & COMMISSIONS**

Council members may serve as regular members of Village Boards and Commissions. The Village President shall annually appoint during the organizational meeting trustees to serve on Boards and Commission. Commissions will include, but not be limited to the following:

Planning Commission  
 Zoning Board of Appeals  
 Parks & Recreation Commission  
 Dexter Area Fire Department  
 Farmers Market  
 Arts, Culture & Heritage

Appointments: The Village President shall make appointments to all Boards and Commissions upon confirmation by Village Council. Appointment recommendations will be affirmed by a majority of Council (Requires 4 votes to affirm an appointment)

To avoid issues of incompatible offices or legal liability, other than the appointments under this section, the Village President and Trustees will not be permitted serve Boards and Commissions as paid staff or contracted employees. See GLV 64.21 for further clarification.

### **RULE 17: FILLING VACANCY ON COUNCIL**

When an elected position becomes vacant for any reason, the following process shall be followed and the position shall be filled as quickly as possible. An exception shall be made if the vacancy occurs in the office of President. In this case, the remaining Trustees may immediately elect a President from the current membership with a simple majority vote. If no Trustee obtains majority support, the process will proceed as stated below.

- 1.) Officially vacate the trustee position if required.
- 2.) Provide adequate notification to the public regarding the open position through the village newsletter, a newspaper, the Internet, or any other means deemed appropriate.
- 3.) The applicant will write a letter of intent or fill out an application in accordance with the advertised deadline, a copy of which will be provided to the Council in the Council packet.

**DEXTER VILLAGE COUNCIL RULES**

- 4.) At the next council meeting the President or Presiding Officer will announce all the applicants and provide copies of applications or letters of intent.
- 5.) The President or Presiding Officer makes a nomination from the applications received.
- 6.) The nominee is then voted on.
- 7.) If this nominee received four votes, he or she is then appointed and sworn into office.
- 8.) In the event this nominee does not receive 4 votes, the process begins again at step 5.



AGENDA 1-14-13  
 ITEM 6-5

## VILLAGE OF DEXTER

[ddettling@villageofdexter.org](mailto: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**  
**and Dan Schlaff, Public Services Superintendent.**  
**Date: January 14, 2013**  
**Re: Classification Change Recommendation**

Over the past six months Dan Schlaff and I have discussed the possibility of promoting Scott Maurer to Lead Operator. Dan and I are requesting to change the classification of Scott Maurer from Public Utility Operator to Lead Operator Utility. Scott Maurer was hired on May 26, 2011; he had a S3 Distribution license and a D4 Treatment license when he arrived. He upgraded his treatment license to a D3 and tested for the S2 Distribution licenses as well as the D-Wastewater license. Scott has proven to be a valuable asset to the village. We are requesting a promotion effective date of January 15, 2013 for Scott's promotion to Lead Operator Utility. This will permit Dan to better utilize Scott for the overall operation of Utilities and allow Dan to focus on restructuring the public services.

Scott Maurer regularly works out of his classification and provides direction and supervision to staff when Dan is not available. Scott's direction and supervision of staff is necessary to assist Dan with the efficient operation of both the water and wastewater systems. It is our intent to formalize Scott's responsibilities to provide direction and supervision to staff on an ongoing basis.

Scott is currently a level 4 Public Utility Operator \$15.45 on the "Wage Scale" for Employees hired after March 1, 2011. The promotion would take him to a level 1 Lead Operator Utility \$18.45. It will take 11 years for Scott to achieve the maximum wage for this position. Scott will also receive an additional \$.50 for each license he has earned, or an additional \$3.00 per hour for a total hourly rate of \$21.45. The net budget impact for 2012/13 is approximately \$5,300 including benefits.

- Due to the delay in placing the new hire the Water and Wastewater Funds for 2012/13 budget can support this expense.
- The promoted employee possesses comprehensive skills that will bring added value to all departments.
- The promotion will enhance operations and service delivery to the public.
- This promotion is vital in bringing control and stability to the overall operation of Water and Wastewater Facilities.
- This promotion is a necessary next step in bringing control and stability to the operations in the Department of Public Works.

This recommendation to promote Scott also impacts the expectations that have been placed on Dan Schlaff, the Public Services Superintendent. We believe this promotion is in the best interest of the village and is the next logical step. This promotion will allow Dan to spend more time at the DPW.

Dan Schlaff and I would appreciate your support for the promotion of Scott Maurer to Lead Operator effective January 15, 2013.



## VILLAGE OF DEXTER

8140 Main Street Dexter, MI 48130-1092  
5614

cnicholls@villageofdexter.org  
Phone (734)426-8303 ext 17 Fax (734)426-

### MEMO

**To: President Keough and Council Members**  
**From: Courtney Nicholls, Assistant Village Manager**  
**Date: January 8, 2013**  
**Re: Consideration of: 2013 Local Street Fund Project**

During the FY 12-13 budget process Council decided to earmark \$200,000 in local streets for an undefined road project. At the October 22, 2012 meeting Council decided to move forward with a stormwater project in the Forest/Baker area that is estimated to cost \$100,000, which leaves \$100,000 unassigned.

Discussion at previous Council meetings has led to receiving cost estimates from OHM for street projects on Dover from Main to Fourth, Hudson from Cottonwood to Second and sidewalk projects along Hudson and Second. Both Hudson and Dover have PASER ratings of 2 or 3. A memo outlining these options in more detail has been provided by OHM. Also included is the Municipal Street Fund Account Activity Spreadsheet.

Listed below are three options that range from \$91,411 to \$114,555. A 20% contingency and a 20% engineering cost estimate is included in each.

- Install new sidewalk from Cottonwood Condos to the existing sidewalk on Hudson between Third and Fourth and along Second from Hudson to Inverness (on one side of the roadway) - \$91,411
- Crush and shape the roadway and install sidewalk on Hudson Street from Cottonwood Condos to Second and also install new sidewalk down Second from Hudson to Inverness (on one side of the roadway) - \$102,334
- Install sidewalk on Second Street from Central to Inverness along one side of the roadway - \$114,555

It is also possible to include different variations in the bid as alternates so that the exact prices can be determined before the final decision is made. We are also considering bidding these projects in conjunction with the Forest Street stormwater project to achieve better bid prices.



# Memorandum

**Date:** January 9, 2013

**To:** Donna Dettling, Village Manater

**From:** Rhett Gronevelt, P.E. and Patrick M. Droze, P.E.

**Re:** 2013 Improvement Projects – Local Road Funding

In the interest of assisting the Village in determining improvement projects for the 2013 construction season, the Village has developed a list of suggested streets and sidewalk segments for consideration. The segments for consideration are shown in Table 1.

**TABLE 1: 2013 Potential Improvement Projects**

CIP ID	Category	Road Name	Start	End	Length
13-6.0-2000 <sup>1</sup>	Street	Dover St	Ann Arbor Street	Fourth St	720'
20-6.0-2000 <sup>2</sup>	Street	Hudson St	Hudson St	Cottonwood <sup>3</sup>	225'
N/A <sup>4</sup>	Sidewalk	Hudson St	Third/Fourth St Midblock	Cottonwood	1,070'
11-3.0-2004	Sidewalk	Second St	Central St	Inverness St	1,900'

**Notes**

- <sup>1</sup> CIP indicates project scope includes Ann Arbor St to Second St
- <sup>2</sup> CIP indicates project scope includes Baker St to Second St
- <sup>3</sup> Cottonwood refers to the Cottonwood Condominium Complex
- <sup>4</sup> Project not specifically listed within CIP, however the corridor is identified within the Village of Dexter Master Plan (Table 3 – Non Motorized Plan Improvements)

Village Staff is proposing to move forward with a project from the above list combined with the Forest Street storm water improvement for the 2013 construction season. Currently, a budget of approximately \$200,000 is available for the overall work.

Sidewalks

Potential sidewalk projects include two primary segments: Second Street (Central to Inverness) and Hudson Street (4<sup>th</sup>/3<sup>rd</sup> midblock to Cottonwood Condos). These improvements are aimed at connecting existing sidewalk segments to improve walkability along these corridors. To help the Village Council select a segment of sidewalk that meets the budgetary constraints, we have developed segmented estimates by block. Project estimates have been developed based upon a preliminary review of existing landscaping, parking, drainage and other features within the right of way along the proposed corridor and a review of recommendations from the Crosswalk Evaluations. The limits of sidewalk projects are shown in Figure 1 (attached). A summary of project costs is provided in Table 2. Detailed estimates are also attached to this memo.

**TABLE 2: Summary of Sidewalk Project Costs**

Project	Street (Limits)	Length	Construction Cost
1	Hudson Street Sidewalk (Second to Cottonwood)	400	\$ 17,000.00
2	Hudson Street Sidewalk (Alley to Third)	194	\$ 17,000.00
3	Hudson Street Sidewalk (Third to Second)	477	\$ 21,000.00
4	Second Sidewalk (West Alt.) (Inverness to Hudson)	476	\$ 21,000.00
5	Second Sidewalk (East Alt.) (Inverness to Hudson)	478	\$ 22,000.00
6	Second Street Sidewalk (Edison to Hudson)	443	\$ 27,000.00
7	Second Street Sidewalk (Edison to Dover)	479	\$ 29,000.00
8	Second Street Sidewalk (Dover to Central)	468	\$ 18,000.00
<b>Sidewalk Project Totals</b>			<b>\$ 172,000.00</b>

Streets

The two segments of streets considered for improvements are both asphalt roadway segments classified as minor streets. Given this classification and their function within the transportation network, the roadways function primarily as residential roadways. The Village of Dexter Engineering Standards recommends that these lower volume residential streets have a minimum cross section of four (4) inches of asphalt atop of eight (8) inches of compacted aggregate base. A review of the subsurface investigation logs completed in 2003 show that Hudson Street exhibits four (4) inches of asphalt pavement cross section atop roughly eight (8) inches of aggregate and sand base. Dover Street is currently composed of six (6) inches of asphalt atop six (6) inches of aggregate and sand.

Given the well-developed cross section of roadways, the Village has at two alternatives to consider for improving these roadways. These alternatives include:

- Remove and reconstruct the pavement with 8 inches of aggregate and 4 inches of asphalt
- “Crush and shape” the existing asphalt and pave with 4 inches of asphalt

*Reconstruction*

The alternative to reconstruct the roadway is generally a more costly fix as the roadway is reconstructed starting below the base through the pavement. This work may also require improving or replacing portions of drainage features due to the extent of excavation occurring within the project limits. This alternative is suitable for both sections of roadway proposed for improvements. The resulting product has an expected service life of 15 to 20 years.

*Crush and Shape*

“Crush and shape” rehabilitation occurs by pulverizing the existing pavement, then shaping the resulting base material followed by asphalt paving. It is generally used in locations with open ditches and where an adequate pavement cross section is present. The sections of Hudson and Dover Street in question are suitable candidates for this rehabilitation technique based on these criteria. The resulting product has an expected service life of 10 to 15 years.

Using the existing pavement information discussed earlier, the resulting cross section from a crushing operation will result in an additional 5 inches of base thickness providing a 13 inch base for Hudson Street and an 11 inch base for Dover Street. Both of these exceed the Engineering Standards. The proposed 4 inch asphalt will conform to the Standards. The resulting projects will result in an overall increase in the elevation of the roadway that will require shoulder improvements as well as some minor ditch work to ensure proper road and right of way drainage are maintained. This method has been used most recently in the Village on Third Street.

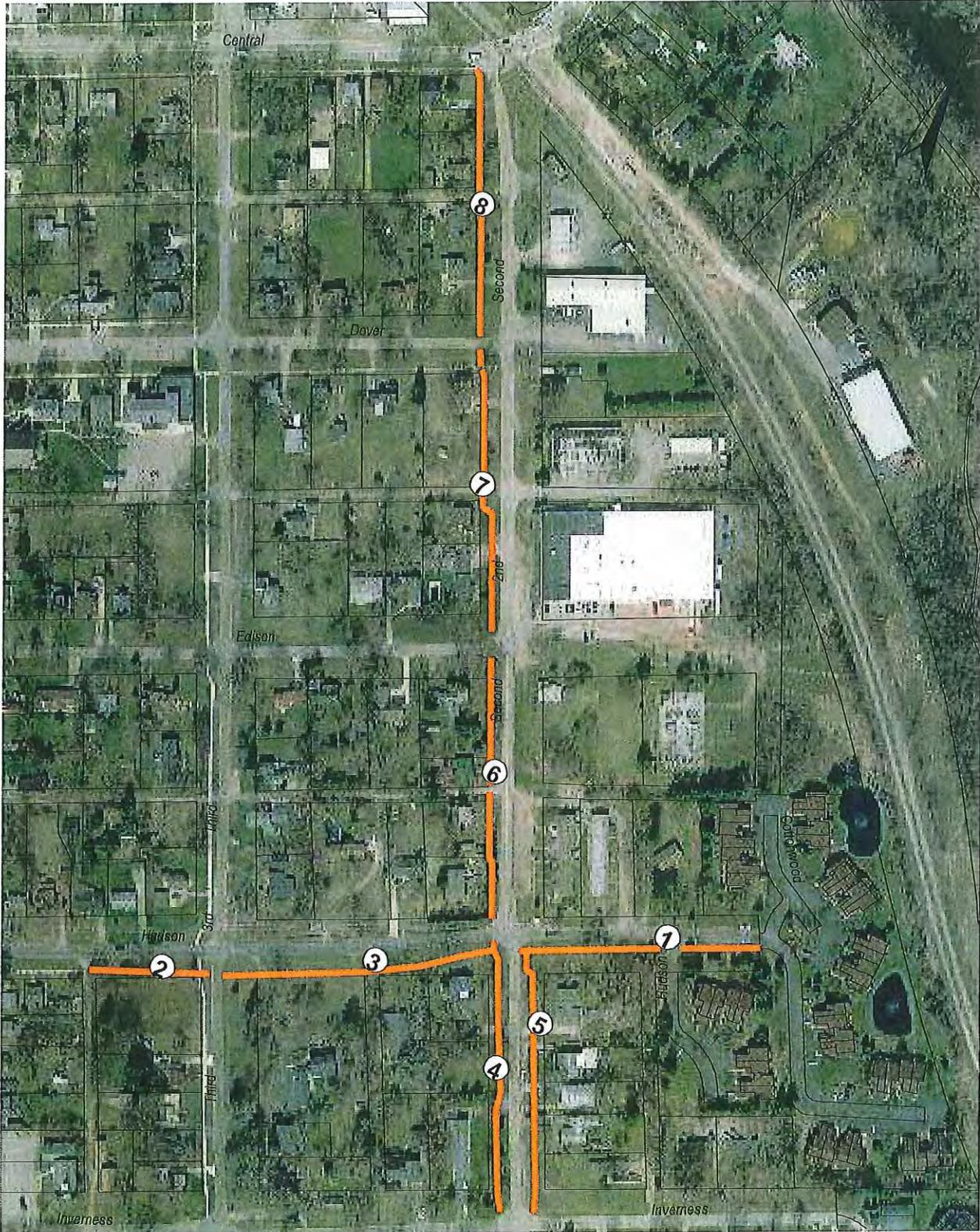
*Summary*

While the two alternatives will provide a similar initial finished product, the reconstruction will provide a better overall improvement in terms of anticipated life cycle with an expected service life of 15-20 years versus 10-15 for the crush and shape rehabilitation. However, reconstruction will typically cost more than the rehabilitation alternative. A summary of costs for the street segments and alternatives is provided in Table 3. Detailed estimates are attached.

**TABLE 3: Summary of Project Costs**

<b>Project</b>	<b>Rehabilitation (10-15 year fix) (Crush and Shape with 4" Asphalt)</b>	<b>Reconstruction (15-20 year fix) (Aggregate Base and 4" Asphalt)</b>
Hudson Street	\$47,000.00	\$57,000.00
Dover Street	\$114,000.00	\$166,000.00

## *Sidewalk Estimates*



Sheet Desc.: **SIDEWALK PROJECTS**

Project: **GENERAL SERVICES**

JN: 0130-12-0011

Date: 1/9/13

Client: **VILLAGE OF DEXTER**

Scale: 1" = 250'

Page: **Figure 1**





# OPINION OF PROBABLE CONSTRUCTION COST

**ORCHARD, HILTZ & McCLIMENT, INC.**

34000 Plymouth Road, Livonia, Michigan, 48150

Telephone: (734) 522-6711 FAX: (734) 466-4557

PROJECT: Village of Dexter General Services  
 LOCATION: Historic Village Area Road Improvements  
 WORK: Project Estimates

DATE: December 4, 2012  
 PROJECT #: 0130-12-0011  
 ESTIMATOR: PMD  
 CHECKED BY: \_\_\_\_\_  
 CURRENT ENR: PMD

PROJECT: <u>Hudson Street Sidewalk</u>					Project 1	
From <u>Second</u>						
To <u>Cottonwood</u>						
ITEM CODE	DESCRIPTION	UNIT	TOTAL	UNIT PRICE	COST	
1	Mobilization	LS	1	\$ 1,500.00	\$ 1,500.00	
2	Tree, Rem	Ea	1	\$ 800.00	\$ 800.00	
3	Clearing	Ft	0	\$ 20.00	\$ -	
4	Station Grading	Sta	4	\$ 400.00	\$ 1,600.00	
5	Pavt, Rem	Syd	31	\$ 6.00	\$ 186.67	
6	Erosion Control	LS	1	\$ 500.00	\$ 500.00	
7	Culvert, CMP, 12 inch	Ft	0	\$ 25.00	\$ -	
8	Sidewalk, Conc	Sft	1870	\$ 3.50	\$ 6,545.00	
9	Sidewalk Ramp, Conc	Ea	1	\$ 500.00	\$ 500.00	
10	Sewer, CI IV, 12 inch, Tr Det B	Ft		\$ 30.00	\$ -	
11	Catch Basin	Ea		\$ 1,200.00	\$ -	
12	Topsoil, Seed and Mulch	Syd	667	\$ 3.00	\$ 2,000.00	
SUBTOTAL FOR PROJECT 1					\$ 13,631.67	
CONTINGENCY (20%)					\$ 2,726.33	
<b>TOTAL FOR PROJECT 1</b>					<b>\$ 16,358.00</b>	



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PROJECT: Village of Dexter General Services  
 LOCATION: Historic Village Area Road Improvements  
 WORK: Project Estimates

DATE: December 4, 2012  
 PROJECT #: 0130-12-0011  
 ESTIMATOR: PMD  
 CHECKED BY: \_\_\_\_\_  
 CURRENT ENR: PMD

PROJECT <u>Hudson Street Sidewalk</u>						Project 2
From <u>Alley</u>						
To <u>Third</u>						
ITEM CODE	DESCRIPTION	UNIT	TOTAL	UNIT PRICE	COST	
1	Mobilization	LS	1	\$ 1,500.00	\$ 1,500.00	
2	Tree, Rem	Ea	4	\$ 800.00	\$ 3,200.00	
3	Clearing	Ft	150	\$ 20.00	\$ 3,000.00	
4	Station Grading	Sta	2	\$ 400.00	\$ 776.00	
5	Pavt, Rem	Syd	0	\$ 6.00	\$ -	
6	Erosion Control	LS	1	\$ 500.00	\$ 500.00	
7	Culvert, CMP, 12 inch	Ft	0	\$ 25.00	\$ -	
8	Sidewalk, Conc	Sft	970	\$ 3.50	\$ 3,395.00	
9	Sidewalk Ramp, Conc	Ea	1	\$ 500.00	\$ 500.00	
10	Sewer, CI IV, 12 inch, Tr Det B	Ft		\$ 30.00	\$ -	
11	Catch Basin	Ea		\$ 1,200.00	\$ -	
12	Topsoil, Seed and Mulch	Syd	323	\$ 3.00	\$ 970.00	
SUBTOTAL FOR PROJECT 2					\$ 13,841.00	
CONTINGENCY (20%)					\$ 2,768.20	
<b>TOTAL FOR PROJECT 2</b>					<b>\$ 16,609.20</b>	



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PROJECT: Village of Dexter General Services  
 LOCATION: Historic Village Area Road Improvements  
 WORK: Project Estimates

DATE: December 4, 2012  
 PROJECT #: 0130-12-0011  
 ESTIMATOR: PMD  
 CHECKED BY: \_\_\_\_\_  
 CURRENT ENR: PMD

PROJECT Hudson Street Sidewalk					Project 3		
From	Third						
To	Second						
ITEM CODE	DESCRIPTION	UNIT	TOTAL	UNIT PRICE	COST		
1	Mobilization	LS	1	\$ 1,500.00	\$ 1,500.00		
2	Tree, Rem	Ea	2	\$ 800.00	\$ 1,600.00		
3	Clearing	Ft	25	\$ 20.00	\$ 500.00		
4	Station Grading	Sta	5	\$ 400.00	\$ 1,908.00		
5	Pavt, Rem	Syd	0	\$ 6.00	\$ -		
6	Erosion Control	LS	1	\$ 500.00	\$ 500.00		
7	Culvert, CMP, 12 inch	Ft	0	\$ 25.00	\$ -		
8	Sidewalk, Conc	Sft	2385	\$ 3.50	\$ 8,347.50		
9	Sidewalk Ramp, Conc	Ea	2	\$ 500.00	\$ 1,000.00		
10	Sewer, CI IV, 12 inch, Tr Det B	Ft		\$ 30.00	\$ -		
11	Catch Basin	Ea		\$ 1,200.00	\$ -		
11	Topsoil, Seed and Mulch	Syd	795	\$ 3.00	\$ 2,385.00		
SUBTOTAL FOR PROJECT 3					\$ 17,740.50		
CONTINGENCY (20%)					\$ 3,548.10		
TOTAL FOR PROJECT 3					\$ 21,288.60		



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PROJECT: Village of Dexter General Services  
 LOCATION: Historic Village Area Road Improvements  
 WORK: Project Estimates

DATE: December 4, 2012  
 PROJECT #: 0130-12-0011  
 ESTIMATOR: PMD  
 CHECKED BY: \_\_\_\_\_  
 CURRENT ENR: PMD

PROJECT <u>Second Sidewalk (West Alt.)</u>					Project 4	
From <u>Inverness</u>						
To <u>Hudson</u>						
ITEM CODE	DESCRIPTION	UNIT	TOTAL	UNIT PRICE	COST	
1	Mobilization	LS	1	\$ 1,500.00	\$ 1,500.00	
2	Tree, Rem	Ea	1	\$ 800.00	\$ 800.00	
3	Clearing	Ft		\$ 20.00	\$ -	
4	Station Grading	Sta	5	\$ 400.00	\$ 1,904.00	
5	Ditching	Ft		\$ 30.00	\$ -	
6	Pavt, Rem	Syd	0	\$ 6.00	\$ -	
7	Erosion Control	LS	1	\$ 500.00	\$ 500.00	
8	Culvert, CMP, 12 inch	Ft	20	\$ 25.00	\$ 500.00	
9	Sidewalk, Conc	Sft	2380	\$ 3.50	\$ 8,330.00	
10	Sidewalk Ramp, Conc	Ea	2	\$ 500.00	\$ 1,000.00	
11	Sewer, CI IV, 12 inch, Tr Det B	Ft		\$ 30.00	\$ -	
12	Catch Basin	Ea		\$ 1,200.00	\$ -	
13	Topsoil, Seed and Mulch	Syd	793	\$ 3.00	\$ 2,380.00	
SUBTOTAL FOR PROJECT 4					\$ 16,914.00	
CONTINGENCY (20%)					\$ 3,382.80	
<b>TOTAL FOR PROJECT 4</b>					<b>\$ 20,296.80</b>	



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Telephone: (734) 522-6711 FAX: (734) 466-4557

PROJECT: Village of Dexter General Services  
 LOCATION: Historic Village Area Road Improvements  
 WORK: Project Estimates

DATE: December 4, 2012  
 PROJECT #: 0130-12-0011  
 ESTIMATOR: PMD  
 CHECKED BY: \_\_\_\_\_  
 CURRENT ENR: PMD

PROJECT Second Sidewalk (East Alt.)						Project 5
From		Inverness				
To		Hudson				
ITEM CODE	DESCRIPTION	UNIT	TOTAL	UNIT PRICE	COST	
1	Mobilization	LS	1	\$ 1,500.00	\$ 1,500.00	
2	Tree, Rem	Ea	2	\$ 800.00	\$ 1,600.00	
3	Clearing	Ft	25	\$ 20.00	\$ 500.00	
4	Station Grading	Sta	5	\$ 400.00	\$ 1,912.00	
5	Ditching	Ft		\$ 30.00	\$ -	
6	Pavt, Rem	Syd	0	\$ 6.00	\$ -	
7	Erosion Control	LS	1	\$ 500.00	\$ 500.00	
8	Culvert, CMP, 12 inch	Ft	0	\$ 25.00	\$ -	
9	Sidewalk, Conc	Sft	2390	\$ 3.50	\$ 8,365.00	
10	Sidewalk Ramp, Conc	Ea	3	\$ 500.00	\$ 1,500.00	
11	Sewer, CI IV, 12 inch, Tr Det B	Ft		\$ 30.00	\$ -	
12	Catch Basin	Ea		\$ 1,200.00	\$ -	
13	Topsoil, Seed and Mulch	Syd	797	\$ 3.00	\$ 2,390.00	
SUBTOTAL FOR PROJECT 5					\$ 18,267.00	
CONTINGENCY (20%)					\$ 3,653.40	
<b>TOTAL FOR PROJECT 5</b>					<b>\$ 21,920.40</b>	



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PROJECT: Village of Dexter General Services  
 LOCATION: Historic Village Area Road Improvements  
 WORK: Project Estimates

DATE: December 4, 2012  
 PROJECT #: 0130-12-0011  
 ESTIMATOR: PMD  
 CHECKED BY: \_\_\_\_\_  
 CURRENT ENR: PMD

PROJECT <u>Second Street Sidewalk</u>						Project 6
From <u>Hudson</u>						
To <u>Edison</u>						
ITEM CODE	DESCRIPTION	UNIT	TOTAL	UNIT PRICE	COST	
1	Mobilization	LS	1	\$ 1,500.00	\$ 1,500.00	
2	Tree, Rem	Ea	2	\$ 800.00	\$ 1,600.00	
3	Clearing	Ft	25	\$ 20.00	\$ 500.00	
4	Station Grading	Sta	4	\$ 400.00	\$ 1,772.00	
5	Retaining wall or Grading	LS	1	\$ 2,000.00	\$ 2,000.00	
6	Ditching	Ft		\$ 30.00	\$ -	
6	Pavt, Rem	Syd	0	\$ 6.00	\$ -	
7	Erosion Control	LS	1	\$ 500.00	\$ 500.00	
8	Culvert, CMP, 12 inch	Ft	0	\$ 25.00	\$ -	
9	Sidewalk, Conc	Sft	2215	\$ 3.50	\$ 7,752.50	
10	Sidewalk Ramp, Conc	Ea	3	\$ 500.00	\$ 1,500.00	
11	Sewer, CI IV, 12 inch, Tr Det B	Ft	20	\$ 30.00	\$ 600.00	
12	Catch Basin	Ea	2	\$ 1,200.00	\$ 2,400.00	
13	Topsoil, Seed and Mulch	Syd	738	\$ 3.00	\$ 2,215.00	
SUBTOTAL FOR PROJECT 6					\$ 22,339.50	
CONTINGENCY (20%)					\$ 4,467.90	
<b>TOTAL FOR PROJECT 6</b>					<b>\$ 26,807.40</b>	



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PROJECT: Village of Dexter General Services  
 LOCATION: Historic Village Area Road Improvements  
 WORK: Project Estimates

DATE: December 4, 2012  
 PROJECT #: 0130-12-0011  
 ESTIMATOR: PMD  
 CHECKED BY: \_\_\_\_\_  
 CURRENT ENR: PMD

PROJECT <u>Second Street Sidewalk</u>					Project 7	
From <u>Edison</u>						
To <u>Dover</u>						
ITEM CODE	DESCRIPTION	UNIT	TOTAL	UNIT PRICE	COST	
1	Mobilization	LS	1	\$ 1,500.00	\$ 1,500.00	
2	Tree, Rem	Ea	2	\$ 800.00	\$ 1,600.00	
3	Clearing	Ft	50	\$ 20.00	\$ 1,000.00	
4	Station Grading	Sta	5	\$ 400.00	\$ 1,916.00	
5	Ditching	Ft	150	\$ 30.00	\$ 4,500.00	
6	Pavt, Rem	Syd	0	\$ 6.00	\$ -	
7	Erosion Control	LS	1	\$ 500.00	\$ 500.00	
8	Culvert, CMP, 12 inch	Ft	30	\$ 25.00	\$ 750.00	
9	Sidewalk, Conc	Sft	2395	\$ 3.50	\$ 8,382.50	
10	Sidewalk Ramp, Conc	Ea	3	\$ 500.00	\$ 1,500.00	
11	Sewer, CI IV, 12 inch, Tr Det B	Ft	0	\$ 30.00	\$ -	
12	Catch Basin	Ea	0	\$ 1,200.00	\$ -	
13	Topsoil, Seed and Mulch	Syd	798	\$ 3.00	\$ 2,395.00	
SUBTOTAL FOR PROJECT 7					\$ 24,043.50	
CONTINGENCY (20%)					\$ 4,808.70	
<b>TOTAL FOR PROJECT 7</b>					<b>\$ 28,852.20</b>	



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PROJECT: Village of Dexter General Services  
 LOCATION: Historic Village Area Road Improvements  
 WORK: Project Estimates

DATE: December 4, 2012  
 PROJECT #: 0130-12-0011  
 ESTIMATOR: PMD  
 CHECKED BY: \_\_\_\_\_  
 CURRENT ENR: PMD

PROJECT <u>Second Street Sidewalk</u>						Project 8
From <u>Dover</u>						
To <u>Central</u>						
ITEM CODE	DESCRIPTION	UNIT	TOTAL	UNIT PRICE	COST	
1	Mobilization	LS	1	\$ 1,500.00	\$ 1,500.00	
2	Tree, Rem	Ea	0	\$ 800.00	\$ -	
3	Clearing	Ft	0	\$ 20.00	\$ -	
4	Station Grading	Sta	5	\$ 400.00	\$ 1,872.00	
5	Ditching	Ft	0	\$ 30.00	\$ -	
6	Pavt, Rem	Syd	0	\$ 6.00	\$ -	
7	Erosion Control	LS	1	\$ 500.00	\$ 500.00	
8	Culvert, CMP, 12 inch	Ft	0	\$ 25.00	\$ -	
9	Sidewalk, Conc	Sft	2340	\$ 3.50	\$ 8,190.00	
10	Sidewalk Ramp, Conc	Ea	1	\$ 500.00	\$ 500.00	
11	Sewer, CI IV, 12 inch, Tr Det B	Ft	0	\$ 30.00	\$ -	
12	Catch Basin	Ea	0	\$ 1,200.00	\$ -	
13	Topsoil, Seed and Mulch	Syd	780	\$ 3.00	\$ 2,340.00	
SUBTOTAL FOR PROJECT 8					\$ 14,902.00	
CONTINGENCY (20%)					\$ 2,980.40	
<b>TOTAL FOR PROJECT 8</b>					<b>\$ 17,882.40</b>	

## *Street Estimates*



# OPINION OF PROBABLE CONSTRUCTION COST

**ORCHARD, HILTZ & McCLIMENT, INC.**

34000 Plymouth Road, Livonia, Michigan, 48150

Telephone: (734) 522-6711 FAX: (734) 466-4557

PROJECT: Village of Dexter General Services  
 LOCATION: Historic Village Areas  
 WORK: Dover Street  
Main to 4th Street

DATE: January 2, 2013  
 PROJECT #: 0130-12-0011  
 ESTIMATOR: PMD  
 CHECKED BY: \_\_\_\_\_  
 CURRENT ENR: PMD

ITEM CODE	DESCRIPTION	UNIT	TOTAL	UNIT PRICE	COST
1	Mobilization	LS	1	\$ 8,000.00	\$ 8,000.00
2	HMA, Crush and Shape	Syd	2167	\$ 3.00	\$ 6,500.00
3	Aggregate Base, Supplemental	Ft	433	\$ 8.00	\$ 3,466.67
4	Station Grading	Sta	7	\$ 600.00	\$ 4,326.00
5	Drainage Swales	Ft	300	\$ 10.00	\$ 3,000.00
6	Pavt, Rem	Syd	31	\$ 6.00	\$ 186.67
7	Traffic Maintenance and Control	LS	1	\$ 3,000.00	\$ 3,000.00
8	Erosion Control	LS	1	\$ 500.00	\$ 500.00
9	Culvert, CMP, 12 inch	Ft	80	\$ 25.00	\$ 2,000.00
10	Sidewalk, Conc	Sft	200	\$ 3.50	\$ 700.00
11	Sidewalk Ramp, Conc	Ea	4	\$ 500.00	\$ 2,000.00
12	Sewer, CI IV, 12 inch, Tr Det B	Ft	30	\$ 30.00	\$ 900.00
13	Catch Basin	Ea	1	\$ 1,200.00	\$ 1,200.00
14	HMA, 3C, 2.5"	Ton	298	\$ 70.00	\$ 20,854.17
15	HMA, 13A, 1.5"	Ton	179	\$ 80.00	\$ 14,300.00
16	Gravel Shoudler	Syd	641	\$ 6.00	\$ 3,845.33
17	Conc Pavt, Approach	Syd	444	\$ 30.00	\$ 13,333.33
18	Topsoil, Seed and Mulch	Syd	2403	\$ 3.00	\$ 7,210.00
SUBTOTAL					\$ 95,000.00
CONTINGENCY (20%)					\$ 19,000.00
<b>TOTAL</b>					<b>\$ 114,000.00</b>



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PROJECT: Village of Dexter General Services  
 LOCATION: Historic Village Areas  
 WORK: Dover Street  
Main to 4th Street

DATE: January 2, 2013  
 PROJECT #: 0130-12-0011  
 ESTIMATOR: PMD  
 CHECKED BY: \_\_\_\_\_  
 CURRENT ENR: PMD

ITEM CODE	DESCRIPTION	UNIT	TOTAL	UNIT PRICE	COST
1	Mobilization	LS	1	\$ 8,000.00	\$ 8,000.00
2	Station Grading	Sta	7	\$ 1,000.00	\$ 7,000.00
3	Drainage Swales	Ft	1400	\$ 10.00	\$ 14,000.00
4	Pavt, Rem	Syd	2167	\$ 6.00	\$ 13,002.00
5	Traffic Maintenance and Control	LS	1	\$ 5,000.00	\$ 5,000.00
6	Erosion Control	LS	1	\$ 500.00	\$ 500.00
7	Culvert, CMP, 12 inch	Ft	80	\$ 25.00	\$ 2,000.00
8	Sidewalk, Conc	Sft	200	\$ 3.50	\$ 700.00
9	Sidewalk Ramp, Conc	Ea	4	\$ 500.00	\$ 2,000.00
10	Sewer, CI IV, 12 inch, Tr Det B	Ft	30	\$ 30.00	\$ 900.00
11	Catch Basin	Ea	1	\$ 1,200.00	\$ 1,200.00
12	Aggregate Base, 8 inch	Syd	2275	\$ 10.00	\$ 22,753.50
13	HMA, 3C, 2.5"	Ton	313	\$ 70.00	\$ 21,900.24
14	HMA, 13A, 1.5"	Ton	188	\$ 80.00	\$ 15,017.31
15	Gravel Shoudler	Syd	641	\$ 6.00	\$ 3,846.00
16	Conc Pavt, Approach	Syd	444	\$ 30.00	\$ 13,333.33
17	Topsoil, Seed and Mulch	Syd	2333	\$ 3.00	\$ 7,000.00
SUBTOTAL					\$ 138,000.00
CONTINGENCY (20%)					\$ 28,000.00
<b>TOTAL</b>					<b>\$ 166,000.00</b>



# OPINION OF PROBABLE CONSTRUCTION COST

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Telephone: (734) 522-6711 FAX: (734) 466-4557

PROJECT: Village of Dexter General Services  
 LOCATION: Historic Village Areas  
 WORK: Hudson Street  
Cottonwood to Second

DATE: January 2, 2013  
 PROJECT #: 0130-12-0011  
 ESTIMATOR: PMD  
 CHECKED BY: \_\_\_\_\_  
 CURRENT ENR: PMD

ITEM CODE	DESCRIPTION	UNIT	TOTAL	UNIT PRICE	COST
1	Mobilization	LS	1	\$ 5,000.00	\$ 5,000.00
2	HMA, Crush and Shape	Syd	735	\$ 3.00	\$ 2,205.00
3	Aggregate Base, Supplimental	Syd	147	\$ 8.00	\$ 1,176.00
4	Station Grading	Sta	2	\$ 600.00	\$ 1,380.00
5	Drainage Swales	Ft	200	\$ 10.00	\$ 2,000.00
6	Pavt, Rem	Syd	100	\$ 6.00	\$ 600.00
7	Traffic Maintenance and Control	LS	1	\$ 3,000.00	\$ 3,000.00
8	Erosion Control	LS	1	\$ 1,500.00	\$ 1,500.00
9	Culvert, CMP, 12 inch	Ft	80	\$ 25.00	\$ 2,000.00
10	Sewer, CI IV, 12 inch, Tr Det B	Ft	65	\$ 30.00	\$ 1,950.00
11	Catch Basin	Ea	1	\$ 1,200.00	\$ 1,200.00
12	HMA, 3C, 2.5"	Ton	101	\$ 70.00	\$ 7,074.38
13	HMA, 13A, 1.5"	Ton	61	\$ 80.00	\$ 4,851.00
14	Gravel Shoudler	Syd	356	\$ 6.00	\$ 2,133.33
16	Topsoil, Seed and Mulch	Syd	922	\$ 3.00	\$ 2,766.67
SUBTOTAL					\$ 39,000.00
CONTINGENCY (20%)					\$ 8,000.00
TOTAL					\$ 47,000.00



# OPINION OF PROBABLE CONSTRUCTION COST

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PROJECT: Village of Dexter General Services  
 LOCATION: Historic Village Areas  
 WORK: Hudson Street  
Cottonwood to Second

DATE: January 2, 2013  
 PROJECT #: 0130-12-0011  
 ESTIMATOR: PMD  
 CHECKED BY: \_\_\_\_\_  
 CURRENT ENR: PMD

ITEM CODE	DESCRIPTION	UNIT	TOTAL	UNIT PRICE	COST
1	Mobilization	LS	1	\$ 5,000.00	\$ 5,000.00
2	Station Grading	Sta	2	\$ 800.00	\$ 1,600.00
3	Drainage Swales	Ft	200	\$ 8.00	\$ 1,600.00
4	Pavt, Rem	Syd	700	\$ 6.00	\$ 4,200.00
5	Traffic Maintenance and Control	LS	1	\$ 3,000.00	\$ 3,000.00
6	Erosion Control	LS	1	\$ 1,500.00	\$ 1,500.00
7	Culvert, CMP, 12 inch	Ft	80	\$ 25.00	\$ 2,000.00
8	Sewer, CI IV, 12 inch, Tr Det B	Ft	65	\$ 30.00	\$ 1,950.00
9	Catch Basin	Ea	1	\$ 1,200.00	\$ 1,200.00
10	Aggregate Base, 8 inch	Syd	770	\$ 10.00	\$ 7,700.00
11	HMA, 3C, 2.5"	Ton	106	\$ 70.00	\$ 7,411.25
12	HMA, 13A, 1.5"	Ton	64	\$ 80.00	\$ 5,082.00
13	Gravel Shoudler	Syd	375	\$ 6.00	\$ 2,250.00
14	Topsoil, Seed and Mulch	Syd	922	\$ 3.00	\$ 2,766.00
SUBTOTAL					\$ 47,000.00
CONTINGENCY (20%)					\$ 10,000.00
<b>TOTAL</b>					<b>\$ 57,000.00</b>

**Municipal Streets Fund Account Activity**  
**Assumptions - Flat Millage Rate and Taxable Value; 3% Operating Cost Increase in Estimated Years**

	Fund Balance at the end of 2011-2012	\$715,938	
Revenue	Expected Millage 2012-2013	\$540,100	Budget
Revenue	Major/Local Streets Act 51/Interest	\$238,700	Budget
Expense	Central Continued	(\$445,000)	Budget
Expense	Local Streets Operating 2012-2013	(\$261,900)	Budget
Expense	Local Street Project - To Be Determined	(\$200,000)	Budget
Expense	Major Streets Operating 2012-2013	(\$209,200)	Budget
Expense	Municipal Streets Admin 2012-2013	(\$42,400)	Budget
	Expected Fund Balance at the end of 2012-2013	\$336,238	Estimate
Revenue	Expected Millage 2013-2014	\$540,100	Estimate
Revenue	Major/Local Streets Act 51/Interest	\$238,700	Estimate
Expense	Ann Arbor Street Project Design	(\$37,600)	Estimate
Expense	Local Street/Sidewalk Project	(\$200,000)	Estimate
Expense	Local Streets Operating 2013-2014	(\$209,966)	Estimate
Expense	Major Streets Operating 2013-2014	(\$193,640)	Estimate
Expense	Municipal Streets Admin 2013-2014	(\$43,672)	Estimate
	Expected Fund Balance at the end of 2013-2014	\$430,161	Estimate
Revenue	Expected Millage 2014-2015	\$540,100	Estimate
Revenue	Major/Local Streets Act 51/Interest	\$238,700	Estimate
Expense	Ann Arbor Street Project Construction (Match/Crosswalks)	(\$135,000)	Estimate
Expense	Ann Arbor Street Project CA/CE/Testing	(\$76,700)	Estimate
Expense	Possible Central Street Project (2nd to 3rd)	(\$210,355)	Estimate
Expense	Local Streets Operating 2014-2015	(\$216,264)	Estimate
Expense	Major Streets Operating 2014-2015	(\$199,449)	Estimate
Expense	Municipal Streets Admin 2014-2015	(\$44,982)	Estimate
	Expected Fund Balance at the end of 2014-2015	\$326,210	Estimate
Revenue	Expected Millage 2015-2016	\$540,100	Estimate
Revenue	Major/Local Streets Act 51/Interest	\$238,700	Estimate
Expense	Local Streets Operating 2015-2016	(\$222,752)	Estimate
Expense	Major Streets Operating 2015-2016	(\$205,433)	Estimate
Expense	Municipal Streets Admin 2015-2016	(\$46,332)	Estimate
Expense	Local Street/Sidewalk Project	(\$200,000)	Estimate
	Expected Fund Balance at the end of 2015-2016	\$430,493	Estimate
Revenue	Expected Millage 2016-2017	\$540,100	Estimate
Revenue	Major/Local Streets Act 51/Interest	\$238,700	Estimate
Expense	Local Streets Operating 2016-2017	(\$229,435)	Estimate
Expense	Major Streets Operating 2016-2017	(\$211,596)	Estimate
Expense	Municipal Streets Admin 2016-2017	(\$47,722)	Estimate
Expense	Local Street/Sidewalk Project	(\$200,000)	Estimate
	Expected Fund Balance at the end of 2016-2017	\$520,541	Estimate