

DEXTER VILLAGE COUNCIL
REGULAR MEETING
MONDAY, MAY 13, 2013

AGENDA 5-28-13
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
D. Fisher-ab
J. Semifero

P. Cousins
J. Knight
R. Tell

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

C. APPROVAL OF THE MINUTES

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

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

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

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

Unanimous voice vote for approval with Trustee Fisher absent

D. PREARRANGED PARTICIPATION

None

E. APPROVAL OF THE AGENDA

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

Unanimous voice vote for approval with Trustee Fisher absent

F. PUBLIC HEARINGS

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

None

G. NON-ARRANGED PARTICIPATION

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

Trustee Fisher entered the meeting at 7:38 PM

H. COMMUNICATIONS:

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

I. REPORTS

1. Community Development Manager – Allison Bishop

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

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

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

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

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

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

3. Subcommittee Reports - None

Broad Redevelopment Committee
 Economic Preparedness
 Facilities
 Website

4. Village Manager Report

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

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

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

5. President's Report

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

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

J. CONSENT AGENDA

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

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

Unanimous voice vote for approval

K. OLD BUSINESS-Consideration and Discussion of:

1. Discussion of: Cityhood Next Steps

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

L. NEW BUSINESS-Consideration of and Discussion of:

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

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

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

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

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

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

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

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

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

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

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

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

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

Ayes: Fisher, Knight, Semifero, Tell, Carson and Cousins
Nays: Keough
Motion carries 6 to 1

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

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

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

Nays: Cousins

Motion carries 6 to 1

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

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

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

Nays: None

Motion carries

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

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

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

Nays: None

Motion carries

M. COUNCIL COMMENTS

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

N. NON-ARRANGED PARTICIPATION

None

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

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

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

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

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

P. ADJOURNMENT

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

Unanimous voice vote for approval

Respectfully submitted,

Carol J. Jones
Clerk, Village of Dexter

Approved for Filing: _____

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

A. ATTENDING

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

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

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

B. INTRODUCTIONS

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

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

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

Bullet points provided by Donna Dettling

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

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

Meeting Adjourned at 7:15p

2013 Meeting Calendar

Board	Date	Time	Location	Website	Village Representative
Scio Township Board	5/28/2013	7:00 p.m.	Scio Township Hall	http://www.sciotownship.org/	
Dexter Village Council	5/28/2013	7:30 p.m.	Dexter Senior Center	http://www.dexter.mi.gov	
Scio Township Planning	5/28/2013	7:30 p.m.	Scio Township Hall	http://www.sciotownship.org/	
Western Washtenaw Area Value Express	5/28/2013	8:15 a.m.	Chelsea Community Hospital	http://www.ridethewavebus.org/	Jim Carson
Farmers Market/Community Garden Oversight	5/29/2013	5:30 p.m.	Village Offices	http://www.dexter.mi.gov	Julie Knight
Dexter Community Schools Board of Education	6/3/2013	7:00 p.m.	Creekside Intermediate School	http://dexterschools.org/	
Dexter District Library Board	6/3/2013	7:00 p.m.	Dexter District Library	http://www.dexter.lib.mi.us/	Pat Cousins
Dexter Village Planning Commission	6/3/2013	7:30 p.m.	Senior Center	http://www.dexter.mi.gov	Joe Semifero
Dexter Village Arts, Culture & Heritage Committee	6/4/2013	7:00 p.m.	Dexter Senior Center	http://www.dexter.mi.gov	Paul Cousins
Washtenaw County Board of Commissioners	6/5/2013	6:45 p.m.	Board Room, Admin Building	http://www.washtenaw.org/	
Washtenaw Area Transportation Study-Technical	6/5/2013	9:30 a.m.	Road Commission Offices	http://www.mi.wats.org/	Rhett Gronevelt
Dexter Area Historical Society Board	6/6/2013	7:30 p.m.	Dexter Area Historical Museum	http://www.dextermuseum.org/	
Dexter Village Council	6/10/2013	7:30 p.m.	Dexter Senior Center	http://www.dexter.mi.gov	
Scio Township Planning	6/10/2013	7:30 p.m.	Scio Township Hall	http://www.sciotownship.org/	
5H - Dexter Coalition	6/11/2013	5:30 p.m.	Copeland Board Room		Paul Cousins, Donna Dettling
Scio Township Board	6/11/2013	7:00 p.m.	Scio Township Hall	http://www.sciotownship.org/	
Dexter Area Chamber of Commerce	6/12/2013	8:15 a.m.	Copeland Board Room	http://www.dexterchamber.org/	Julie Knight
Regional Fire Consolidation	6/12/2013	8:30 a.m.	Scio Township Hall		Shawn Keough
Gateway Initiative (Big 400)	6/14/2013	9:30 a.m.	Waterloo Recreation Area		Paul Cousins, Carol Jones

AGENDA 5-28-13
M-1

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

AGF WDA 5-28-13
H-2

Month	Name of Group	Dates	Number Approved	Approval Date	Locations	June Cont.	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		Boy Scouts - Rummage Sale	6/19-6/22	2 - 4' x 4'	1/10/2013	1, 5
	St. Andrew's - Blood Drive	1/3-1/7	2 - 28" x 22"	1/3/2013	8 (2)		Dexter Senior Ctr-Ice Cream Social	5/25-6/2	5 - 18" x 24"	5/3/2013	1,4,44,2,5
	K of C - Quarter Mania	1/9-1/24	5 - 18" x 24"	1/8/2013	1, 2, 4, 5, 10		Dexter Soccer Club-Tryouts	6/1-6/17	5 - 18" x 24"	5/9/2013	4,44,5,1,1,32
	Mill Creek Middle - Blood Drive	1/17-1/24	2 - 18" x 24"	1/16/2013	21 (2)						
February	K of C - Rummage Sale	1/24-2/9	5 - 18" x 24"	1/8/2013	1, 2, 4, 5, 10	July	St. Joseph - Flea Market	6/27-7/13	4 - 18" x 24"	3/14/2013	1, 4, 5, 38, 44
	Friends of the Library - Book Sale	1/31-2/2	5 - 18" x 24"	12/5/2012	1,4,16,19,20		St. Joseph - Parish Festival	7/6-7/22	4 - 18" x 24"	3/14/2013	1, 2, 4, 5, 10
	St. Andrew's - Monthly Dinner	2/4-2/7	1 - 36" x 24"	1/9/2013	8	August	Encore - Intermittent	7/11-8/11	1 - 36" x 24"	12/3/2012	15
	High School Drama Club - Play	1/26-2/10	3 - 18" x 24"	1/11/2013	1, 2, 4, 5, 44		Friends of the Library - Book Sale	8/8-8/10	5 - 18" x 24"	12/5/2012	1,4,16,19,20
March	Education Foundation - Auction	2/9-2/24	3 - 18" x 24"	1/23/2013	1, 2, 4, 5, 44						
	Little League - Sign Ups	2/6-2/22	5 - 18" x 24"	1/7/2013	1, 4, 5, 44 (2)						
	Encore - Intermittent	2/7-3/3	1 - 36" x 24"	12/3/2012	15						
	Friends of the Library - Book Sale	2/28-3/2	5 - 18" x 24"	12/5/2012	1,4,16,19,20						
April	Community Band - Concert	2/18-3/3	1 - 18" x 24"	2/18/2013	1,3,5	September	St. Andrew's - Monthly Dinner	8/30-9/5	1 - 36" x 24"	1/3/2013	8
	St. Andrew's - Monthly Dinner	3/4-3/7	1 - 36" x 24"	1/5/2013	8		St. Andrew's - Blood Drive	9/12-9/23	2 - 28" x 22"	1/3/2013	8 (2)
	Historical Society - Art Fair	2/23-3/9	5 - 18" x 24"	1/24/2013	1, 2, 4, 10, 5		United Methodist - Rummage Sale	9/16-9/28	3 - 18" x 24"	3/28/2013	1, 2, 4, 5, 44
	Peace Lutheran - Easter Egg Hunt	3/9-3/23	1 - 2' x 30"	2/21/2013	1	October	Encore - Intermittent	9/26-10/20	1 - 36" x 24"	12/3/2012	15
May	High School Drama Club - Play	3/2-3/10	1 - 3' x 4'	2/25/2013	3		Friends of the Library - Book Sale	10/3-10/5	5 - 18" x 24"	12/5/2012	1,4,16,19,20
	Community Orchestra - Concert	3/3-3/17	2 - 3' x 4'	2/26/2013	1, 5		St. Andrew's - Monthly Dinner	9/30-10/3	1 - 36" x 24"	1/3/2013	8
	Knights of Columbus - Quartermasters	3/7-3/21	5 - 18" x 24"	3/5/2013	1, 2, 4, 5, 10	November	Friends of the Library - Book Sale	10/31-11/2	5 - 18" x 24"	12/5/2012	1,4,16,19,20
	Connexions Church - Egg Hunt	3/25-3/31	1 - 3' x 5'	3/21/2013	9		St. Andrew's - Monthly Dinner	11/4-11/7	1 - 36" x 24"	1/3/2013	8
June	Encore - Intermittent	3/28-4/14	1 - 36" x 24"	12/3/2012	15						
	Friends of the Library - Book Sale	4/4-4/6	5 - 18" x 24"	12/5/2012	1,4,16,19,20						
	St. Andrew's - Monthly Dinner	4/1-4/4	1 - 36" x 24"	1/3/2013	8						
	St. Andrew's - Blood Drive	4/11-4/22	2 - 28" x 22"	1/3/2013	8 (2)						
July	High School Drama Club - Play	4/6-4/21	3 - 18" x 24"	2/25/2013	2, 4, 5, 44, 3						
	Community Orchestra - Ensemble	4/12-4/14	2 - 3' x 4'	4/11/2013	1, 5						
	United Methodist - Rummage Sale	4/15-4/27	3 - 18" x 24"	3/28/2013	1, 2, 4, 5, 44						
	Community Band - Concert	4/17-4/28	1 - 18" x 24"	2/16/2013	1,3,5						
August	Friends of the Library - Book Sale	5/2-5/4	5 - 18" x 24"	12/5/2012	1,4,16,19,20	December	Encore - Intermittent	11/22-12/22	1 - 36" x 24"	12/3/2012	15
	St. Andrew's - Monthly Dinner	4/29-5/2	1 - 36" x 24"	1/3/2013	8		Friends of the Library - Book Sale	12/5-12/7	5 - 18" x 24"	12/5/2012	1,4,16,19,20
	St. Andrew's - Annual Quilt Show	4/23-5/4	1 2x6	4/22/2013	6		St. Andrew's - Monthly Dinner	12/2-12/5	1 - 36" x 24"	1/3/2013	8
	St. Joseph Church-Plant Sale	5/4-5/19	5 - 18x24	5/1/2013	1,4,2,5,10						
September	Encore - Intermittent	5/16-6/9	1 - 36" x 24"	12/3/2012	15						
	Friends of the Library - Book Sale	5/30-6/1	5 - 18" x 24"	12/5/2012	1,4,16,19,20						
	Historical Society-Civil War Days	5/12-6/10	5-18 x 27	4/24/2013	1,4,44,2,5						
	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 - Comerstone, 12 - Bales, 13 - 3443 Inverness, 14 - 7720 Ann Arbor Street, 15 - S. Main/Broad, 16 - N. Main/Broad, 17 - Edison/Ann Arbor Street, 18 - Dwyer/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 - Wylie, 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 Friday, Saturday and Tuesday from May through October to advertise for the market



AGENDA S-28-13
ITEM I-2

Memorandum

To: Village Council and President Keough
Donna Dettling, Village Manager
From: Allison Bishop, AICP, Community Development Manager
Re: REPORT
Date: May 22, 2013

Parks and Recreation Commission

Mill Creek Park – Staff continues to meet with the contractor weekly. An update on progress will be provided at the meeting.

Staff has had to request an additional grant extension from June 1, 2013 to August 1, 2013 in order to be able to have all the necessary paperwork and payments complete and to obtain the remaining 10% funding being withheld.

Mill Creek Park Workday – Saturday, July 27, 2013 from approximately 9:00 am – 11:30 am the PaRC will host a workday/park clean up in Mill Creek Park. The plan is to clean up the park prior to Dexter Daze. If you are interested in volunteering please let me know. Details are forthcoming.

Mill Creek Park Fish Sculpture - The PaRC recommended approval of the location and sculpture proposed by the ACH Committee. There was brief discussion about the location being out of reach for pedestrians and how many more pieces of art are planned for the park.

Stone Based Kiosk – The stone based kiosks were recommended for approval following a few minor changes as discussed by the commission and as noted on the maps in the packet. The PaRC does not intend to review the kiosks again and has directed staff to provide the recommendation to Council upon the revisions being made. Staff intends to prepare a recommendation for Council's approval at the June 10th meeting. Please provide staff with feedback on the kiosks as soon as possible. The kiosks have been budgeted for FY 12-13 therefore ideally the order would be placed in June.

Washtenaw County B2B Segment D1– Trustee Cousins has made contact with State Representative Gretchen Driskoll and a meeting with MDOT was supposed to occur this week. Following the direction from the meeting staff and the County propose to meet again in an effort to finalize plans for submittal to MDOT. The County is still preparing for fall construction.

Monument Park Tree – Staff has arranged for the tree to be removed and replaced in Monument Park the week of June 3rd based on the recommendation from the consulting certified Arborist. An email was sent out to Council this week.

Volunteer Management Plan – The PaRC and Village frequently use volunteers. As part of Risk Management staff has prepared a Donation Guidelines and Volunteer management Plan. The plan is currently being reviewed and the PaRC will focus on completing it and providing a recommendation to Council for adoption.

Other

Permit Procedures– Staff is working with developers to change our permitting process effective immediately. The process changes are designed to improve street tree planting, soil erosion control and sidewalk and approach work within the right of way. Letters were mailed to all developers conducting business in the Village.

LaFontaine Chevrolet Final Walk through – Staff is still waiting for LaFontaine to address many of the close out items detailed by OHM and the Village. Concrete work may be completed this week now that the AT & T box has been lowered to accommodate the revised sidewalk. Completion of the landscaping and detention basin punch list items is still not scheduled; however Bloom Contracting is attempting to have the work completed by June 1.

Please always feel free to contact me if you have any questions or would like updates on current projects that I am working on.

Thank you.



CARLISLE

WORTMAN
associates, inc.

605 S. Main Street, Ste. 1
Ann Arbor, MI 48104

(734) 662-2200
(734) 662-1935 Fax

MEMORANDUM

TO: Village of Dexter, Council

FROM: Douglas J. Lewan, Community Planner

DATE: May 22, 2013

RE: Dexter Crossing PUD Expiration

The Village has had a recent inquiry about developing a daycare center within the Dexter Crossing PUD development. The daycare would be developed in the vacant 4.8 acre of the PUD planned for office use. The vacant parcel is in the far northwest corner of the site.

We also understand that the remainder of the Victoria Condominiums has sold and there is interest in completing this phase of the PUD. According to the Village of Dexter Zoning Ordinance the Dexter Crossing PUD is expired. Until the expiration of the PUD is resolved no further development can take place on the property.

We note that the Village faced a similar situation last year with the Oxford Properties request to amend the Dexter Crossing PUD Area Plan for a retail development. That request was ultimately approved by the Village, although a final site plan has not been submitted.

Section 19.14.A of the ordinance indicates that the PUD plan expires two (2) years after the last final site plan is submitted for the various phases of the project. In the case of Dexter Crossing the last final site plan for Victoria Condominiums was approved in April of 2003, thus the remainder of the PUD plan expired in April of 2005 as no further final site plans were submitted during the ensuing two (2) year time period.

To accommodate the future development of a daycare facility or the completion of the condominiums, the Village Council must take one of the following actions as outlined in Section 19.14.C:

1. Revoke the right to develop under the approved area plan, after a hearing and unless good cause can be shown for said expiration by the applicant. In other words the Village Council may revoke any further development or allow a request for an extension of the expiration limits.

2. The Council may require that a new area plan be provided for the continuation of the expired PUD. This would accomplish two things. First, any changes to the previously approved area plan could be incorporated into amended drawings, and secondly, it would effectively extend the time limits of the PUD to allow for the completion of the project.
3. Expiration of a PUD shall also authorize the Village Council to initiate a zoning amendment to place the subject property into one or more zoning districts deemed by the Village Council to be appropriate.

It is our recommendation the Village Council follow option #2 as outlined above. This is the direction the Village took with the Oxford Properties retail amendment and extension and would offer a consistent approach to all unfinished phases of the Dexter Crossing PUD.

If it is agreed that option 2 above is the appropriate direction, a revised area plan (for just that part of the project in question) would be submitted for review of the Planning Commission and ultimate approval by the Village Council. All standards and requirements for a PUD area plan would have to be met by the applicant. Revising the area plan for the specific sites in question would ensure the preservation of the PUD in all other parts of the development.

I understand that this is a somewhat unusual situation. Should you have any questions please don't hesitate to contact me prior to your council meeting.

Sincerely:



CARLISLE/WORTMAN ASSOC., INC.
Douglas J. Lewan, PCP, AICP
Principal

AGENDA 5-28-13

ITEM I-5

Manager Report
May 28, 2013
Page 1 of 2

VILLAGE OF DEXTER

ddettling@dextermi.gov

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: May 22, 2013
Re: Assistant Village Manager &
Village Manager Report - Meeting of May 28, 2013

1. Meeting Review:

- May 6th – SR2S Action Plan Feedback Meeting
- May 7th – Meeting with MiOSHA Inspector
- May 9th – Sludge Project Progress Meeting
- May 9th – Meeting with Mark Jacobs, Dykema Attorney re: Sewer Use Ordinance Review
- May 10th – Staff review of ROW permit procedures
- May 13th – DDA and Village Joint Facility Discussion Work Session
- May 14th – Memorial Parade Coordination Meeting
- May 14th – 5H Meeting
- May 14th – Arts, Culture & Heritage Committee
- May 15th – DDA Meeting
- May 16th Sludge Project Progress Meeting
- May 16th – SR2S Follow-up Meeting
- May 17th – OHM Project Status Meeting
- May 17th – MLGMA Training on Public Services/Utilities
- May 20th - MMRMA Insurance Renewal
- May 21st- Meet with Shawn Performance Review
- May 21st – Final Dexter Relief Fund Meeting
- May 22nd – Council Budget Work Session

2. Upcoming Meetings:

- May 23rd – SR2S Follow-up re: MDOT Funding Application
- May 23rd – Walking Map Meeting
- May 24th – NUBCo review Permit and Load Limits
- May 27th – Memorial Day Parade
- May 29th – Mandatory pre-bid for 3045 Broad demolition
- May 29th – Wellness Center Grand Open
- May 30th – Sludge Project Progress Meeting

3. Summer Help Update. The summer help posting in the Sun Times, was helpful. We ended up with 10 applicants and plan to bring 2 on board after Memorial Day.

4. Speed Display Update. The display is still being used to collect data on Ann Arbor Street and will be shifted to Central Street after that. The data for Ann Arbor Street will be provided with the next report. The display will be used on the PASER Rated 4 and below

roads to collect speed data as well as counts for the Road/Sidewalk/Alley Asset Committee to use with their prioritizing effort.

5. Arts, Culture & Heritage Committee Updates. The light pole banner project was very successful; we received 184 submissions. The banners were juried by local artist Jan Ruvido Stebbins who chose 24 to be used for the banners. The Committee is working on getting quotes from three banner suppliers so that a cost share proposal can be presented to the DDA. The submissions are in the Village Office and will all be put on display on Friday, August 16 during the Plein Air Festival. The Committee also received submissions from two artists for the friendly troll sculpture. The Committee liked the work of one of the artists who submitted multiple designs. She has agreed to attend our June 4, 2013 ACH meeting to talk about her ideas. The Selection Committee will be invited and Council is also welcome to attend.
6. Dexter Relief Fund. The Dexter Relief Fund is officially closed. The final donation total was \$339,434. Donations were used in the following ways: \$3,500 for gift cards to families immediately following the tornado, \$3,095 for gas cards for transportation for displaced students, \$216,965 in requests from homeowners, mostly for the cost of deductibles, \$39,339 for stump removal, \$7,079 in reimbursement to Faith in Action to administer the fund and for food that was given to families after the tornado, \$32,848 for the summer camp for kids, \$11,600 for debris removal from lawns and \$25,008 for tree planting. It was an honor to participate in distributing funds from the Relief Fund which was started the morning after the tornado thanks to the quick thinking and partnership of Matt LaFontaine and Dave Klumpp.
7. SIU Permit and SUO Update. Attached is the Significant Industrial User (SIU) Permit that is currently under a 30-day review period that will end on June 6, 2013. Staff is meeting with Northern United Brewing Co. on Friday, May 24, 2013 to review the permit requirements. Dykema Attorney, Mark Jacobs has proposed language for the village Sewer Use Ordinance (SUO), that I've asked the DEQ to provide comment on. Sewer Use Ordinance changes will be brought to Council for review prior to setting a public hearing.
8. Vacation. I will be taking a staycation the week of June 3rd, please contact Courtney Nicholls if you need anything.

**PERMIT EFFECTIVE AFTER 30 DAY APPEAL PERIOD
INDUSTRIAL USER PERMIT**

In accordance with the provisions of Section 58 of the Village of Dexter Code of Ordinances

Northern United Brewing Company
2319 Bishop Circle
Dexter, MI 48130-1567

Is hereby authorized to discharge industrial wastewater from the above identified facility and through the outfalls identified herein into the Village of Dexter sewer system in accordance with the conditions set forth in this permit. Compliance with this permit does not relieve the permittee of its obligation to comply with any or all applicable pretreatment regulations, standards or requirements under local, State, and Federal laws, including any such regulations, standards, requirements, or laws that may become effective during the term of this permit.

Noncompliance with any term or condition of this permit shall constitute a violation of Section 58 of the Village of Dexter Code of Ordinances.

This permit shall become effective on **June 6, 2013** and shall expire at midnight on **September 4, 2013**.

If the permittee wishes to continue to discharge after the expiration date of this permit, an application must be filed for a renewal permit in accordance with the requirements of Section 58 of the Village of Dexter Code of Ordinances, a minimum of 30 days prior to the expiration date.

By: _____
Andrea Dorney, IPP Coordinator

PART 1 - EFFLUENT LIMITATIONS

1. During the period of **June 6, 2013 to September 4, 2013** the permittee is authorized to discharge process wastewater to the Village of Dexter sewer system from the outfalls listed below.

Description of outfalls:

<u>Outfall</u>	<u>Descriptions</u>
01	The process wastewater sampling manhole located adjacent to the Northern United Brewery Corporation Facility at 2319 East Bishop Circle Property and as referenced in Part 6 Site Plan.
02	Sanitary non process or production wastewater from the Northern United Brewery Corporation and as referenced in Part 6 Site Plan.

2. During the period of **June 6, 2013 to September 4, 2013** the discharge from Outfall 01 shall not exceed the following effluent limitations. Effluent from this outfall consists of Brewery waste and wash water associated with the production of beer.

Effluent Limitations:

<u>Parameter</u>	<u>Daily maximum (lbs./day)</u>	<u>Monthly average (lbs./day)</u>
Biochemical Oxygen Demand	150 lbs/day	less than 150 lbs/day
Total Suspended Solids	100 lbs/day	less than 100 lbs/day

3. During the period of **June 6, 2013 to September 4, 2013** the effluent from Outfall 02 shall be of domestic or non-process wastewater only and shall comply with Section 58 of the Village of Dexter Code of Ordinances
4. The permittee shall not discharge wastewater containing any of the following substances from any of the outfalls:
 - a. Fats, wax, grease, or oils of petroleum origin, whether emulsified or not, in excess of 50 mg/l or containing substances which may solidify or become viscous at temperatures between 33 °F and 150 °F;
 - b. Insoluble, solid, or viscous substances such as but not limited to ashes, cinders, sand, mud, straw, shavings, metal, glass, tar, feathers, plastics, wood hair, fleshing, etc., shall not be admitted to sanitary sewers;
 - c. Any pollutant, including oxygen demanding pollutants (BOD etc.) at flow rate and/or concentration which will cause the pollutant to pass through to the receiving waters or interfere with the Village of Dexter Wastewater Treatment Plant. For the purpose of this section, the terms "pass through" and "interference" have the same definitions as appear in Section 58 of the Village of Dexter Code of Ordinances.

All discharges shall comply with all other applicable laws, regulations, standards, and requirements contained in Section 58 of the Village of Dexter Code of Ordinances and any applicable State and Federal pretreatment laws, regulations, standards, and requirements including any such laws, regulations, standards, or requirements that may become effective

during the term of this permit. See also General Prohibitive Standards.

PART 2 - MONITORING REQUIREMENTS

1. From the period beginning on the effective date of the permit until **September 4, 2013**, the permittee shall monitor Outfall 01 for the following parameters. at the indicated frequency:

Sample Parameter (units)	Measurement Location	Frequency	Sample Type
Flow (gpd)	Process Water Meter	Daily	Meter ²
BOD mg/L	Sampling Manhole ¹	3 consecutive Days / Twice / Month	24 - hr Composite ³
Total Suspended Solids mg/L	Sampling Manhole ¹	3 consecutive Days / Twice / Month	24 - hr Composite ³
Total Phosphorus mg/L	Sampling Manhole ¹	3 consecutive Days / Twice / Month	24 - hr Composite ³

¹ See PART 6 Site Plan.

² Daily flows are to be recorded from the process water meter.

³ 24 hour composite sampling with aliquots collected at intervals no more than 20 minutes apart.

2. All handling and preservation of collected samples and laboratory analyses of samples shall be performed in accordance with 40 CFR Part 136 and amendments thereto unless specified otherwise in the monitoring conditions of this permit.

PART 3 - REPORTING REQUIREMENTS

1. Monitoring Reports

Monitoring results obtained shall be summarized and reported on an Industrial User Monitoring Report Form once per month. The reports are due on the 15th day of each month. The first report is due within 45 days after issuance of this permit. The report shall indicate the nature and concentration of all pollutants in the effluent for which sampling and analyses were performed during the calendar month preceding the submission of each report including measured maximum and average daily flows.

2. If the permittee monitors any pollutant more frequently than required by this permit, using test procedures prescribed in 40 CFR Part 136 or amendments thereto, or otherwise approved by EPA or as specified in this permit, the results of such monitoring shall be included in any calculations of actual daily maximum or monthly average pollutant discharge and results shall be reported in the monthly report submitted to the Village of Dexter Wastewater Treatment Plant. Such increased monitoring frequency shall also be indicated in the monthly report.

3. Automatic Resampling

If the results of the permittee's wastewater analysis indicates that a violation of this permit

has occurred, the permittee must:

- a. Inform the Village of Dexter Wastewater Treatment Plant of the violation within 24 hours;

And

- b. Repeat the sampling and pollutant analysis and submit, in writing, the results of this second analysis within 30 days of the first violation.

4. Accidental Discharge Report

- a. The Permittee shall notify the Village of Dexter Wastewater Treatment Plant immediately upon the occurrence of an accidental discharge of substances prohibited by Section 58 of the Village of Dexter Code of Ordinances or any slug loads or spills that may enter the public sewer. During normal business hours the Village of Dexter Wastewater Treatment Plant should be notified by telephone at (734) 426-4572. At all other times, the Village of Dexter Wastewater Treatment Plant should be notified by telephone at either (734) 426-4572 or (734) 216-3810 after 5 p.m. Monday - Friday or weekends and holidays. The notification shall include location of discharge, date and time thereof, type of waste, including concentration and volume, and corrective actions taken. The permittee's notification of accidental releases in accordance with this section does not relieve it of other reporting requirements that arise under local, State or Federal laws.

Within five days following an accidental discharge, the permittee shall submit to the Village of Dexter Wastewater Treatment Plant a detailed written report. The report shall specify:

- i. Description and cause of the upset, slug load or accidental discharge, the cause thereof, and the impact on the permittee's compliance status. The description should also include location of discharge, type, concentration and volume of waste.
 - ii. Duration of noncompliance, including exact dates and times of non-compliance and, if the noncompliance is continuing, the time by which compliance is reasonably expected to occur.
 - iii. All steps taken or to be taken to reduce, eliminate, and/or prevent recurrence of such an upset, slug load, accidental discharge, or other conditions of noncompliance.
5. All reports required by this permit shall be submitted via certified mail or other receipt requested carrier to the Village of Dexter Wastewater Treatment Plant at the following address:

Village of Dexter Wastewater Treatment Plant
Attn: Andrea Dorney, IPP Coordinator
8360 Huron Street, Dexter MI 48130

PART 4 - SPECIAL CONDITIONS

SECTION 1 - ADDITIONAL/SPECIAL MONITORING REQUIRMENTS

1. Development of a written spill protection plan no later than July 15, 2013.
2. Development of a slug loading control plan no later than July 15, 2013.

SECTION 2 - REOPENER CLAUSE

This permit may be reopened and modified to incorporate any new or revised requirements resulting from the Village of Dexter Wastewater reevaluation of its local limits for BOD and Total Suspended Solids and Phosphorus or other substantive changes.

PART 5 - STANDARD CONDITIONS

SECTION A. - GENERAL CONDITIONS AND DEFINITIONS

1. Severability

The provisions of this permit are severable, and if any provision of this permit, or the application of any provision of this permit to any circumstance, is held invalid, the application of such provision to other circumstances, and the remainder of this permit, shall not be affected thereby.

2. Duty to Comply

The permittee must comply with all conditions of this permit. Failure to comply with the requirements of this permit may be grounds for administrative action, or enforcement proceedings including civil or criminal penalties, injunctive relief, and summary abatements.

3. Duty to Mitigate

The permittee shall take all reasonable steps to minimize or correct any adverse impact to the public treatment plant or the environment resulting from noncompliance with this permit, including such accelerated or additional monitoring as necessary to determine the nature and impact of the noncomplying discharge.

4. Permit Modification

This permit may be modified for good cause(s) including, but not limited to, the following:

- a. To incorporate any new or revised Federal, State, or local pretreatment standards or requirements.
- b. Material or substantial alterations or additions to the discharger's operation processes, or discharge volume or character which were not considered in drafting the effective permit.
- c. A change in any condition in either the industrial user or the POTW that requires either a temporary or permanent reduction or elimination of the authorized discharge.
- d. Information indicating that the permitted discharge poses a threat to the Control Authority's collection and treatment systems, POTW personnel or the receiving waters.

- e. Violation of any terms or conditions of the permit.
- f. Misrepresentation or failure to disclose fully all relevant facts in the permit application or in any required reporting.
- g. Revision of or a grant of variance from such categorical standards pursuant to 40 CFR 403.13.
- h. To correct typographical or other errors in the permit.
- i. To reflect transfer of the facility ownership and/or operation to a new owner/operator.
- j. Upon request of the permittee, provided such request does not create a violation of any applicable requirements, standards, laws, or rules and regulations.
- k. The filing of a request by the permittee for a permit modification, revocation and reissuance, termination, or a notification of planned changes or anticipated noncompliance, does not stay any permit condition.

5. Permit Termination

This permit may be terminated for the following reasons:

- a. Falsifying self-monitoring reports
- b. Tampering with monitoring equipment
- c. Refusing to allow timely access to the facility premises and records
- d. Failure to meet effluent limitations
- e. Failure to pay fines
- f. Failure to pay sewer charges
- g. Failure to meet compliance schedules

6. Permit Appeals

The permittee may petition to appeal the terms of this permit within 30 days of the notice. This petition must be in writing; failure to submit a petition for review shall be deemed to be a waiver of the appeal. In its petition, the permittee must indicate the permit provisions objected to, the reasons for this objection, and the alternative condition, if any, it seeks to be placed in the permit.

The effectiveness of this permit shall not be stayed pending reconsideration by the Board. If, after considering the petition and any arguments put forth by the Superintendent, the Board determines that reconsideration is proper, it shall remand the permit back to the Superintendent for reissuance. Those permit provisions being reconsidered by the

Superintendent shall be stayed pending reissuance.

A Board of Directors' decision not to reconsider a final permit shall be considered final administrative action for purposes of judicial review. The permittee seeking judicial review of the Board's final action must do so by filing a complaint with the appropriate Washtenaw of County Court.

7. Property Rights

The issuance of this permit does not convey any property rights of any sort, or any exclusive privileges, nor does it authorize any injury to private property or any invasion of personal rights, nor any violation of Federal, State, or local laws or regulations.

8. Limitation on Permit Transfer

Permits may be reassigned or transferred to a new owner and/or operator with prior approval of the Superintendent:

- a. The permittee must give at least 30 days advance notice to the Superintendent
- b. The notice must include a written certification by the new owner which:
 - i. States that the new owner has no immediate intent to change the facility's operations and processes.
 - ii. Identifies the specific date on which the transfer is to occur.
 - iii. Acknowledges full responsibility for complying with the existing permit.

9. Duty to Reapply

If the permittee wishes to continue an activity regulated by this permit after the expiration date of this permit, the permittee must submit an application for a new permit at least 30 days before the expiration date of this permit.

10. Continuation of Expired Permits

An expired permit will continue to be effective and enforceable until the permit is reissued if:

- a. The permittee has submitted a complete permit application at least 90 days prior to the expiration date of the user's existing permit.
- b. The failure to reissue the permit, prior to expiration of the previous permit, is not due to any act or failure to act on the part of the permittee.

11. Dilution

The permittee shall not increase the use of potable or process water or, in anyway, attempt to dilute an effluent as a partial or complete substitute for adequate treatment to achieve compliance with the limitations contained in this permit.

12. Definitions

- a. Daily Maximum - The maximum allowable discharge of pollutant during a calendar day. Where daily maximum limitations are expressed in units of mass, the daily discharge is the total mass discharged over the course of the day. Where daily maximum limitations are expressed in terms of a concentration, the daily discharge is the arithmetic average measurement of the pollutant concentration derived from all measurements taken that day.
- b. Composite Sample - A sample that is collected over time, formed either by continuous sampling or by mixing discrete samples. The sample may be composited either as a time composite sample: composed of discrete sample aliquots collected in one container at constant time intervals providing representative samples irrespective of stream flow; or as a flow proportional composite sample: collected either as a constant sample volume at time intervals proportional to stream flow, or collected by increasing the volume of each aliquot as the flow increases while maintaining a constant time interval between the aliquots.
- c. Grab Sample - An individual sample collected in less than 15 minutes, without regard for flow or time.
- d. Instantaneous Maximum Concentration - The maximum concentration allowed in any single grab sample.
- e. Cooling Water:
 - i. Uncontaminated: Water used for cooling purposes only which has no direct contact with any raw material, intermediate, or final product and which does not contain a level of contaminants detectably higher than that of the intake water.
 - ii. Contaminated: Water used for cooling purposes only which may become contaminated either through the use of water treatment chemicals used for corrosion inhibitors or biocides, or by direct contact with process materials and/or wastewater.
- f. Monthly Average - The arithmetic mean of the values for effluent samples collected during a calendar month or specified 30 day period (as opposed to a rolling 30 day window).
- g. Weekly Average - The arithmetic mean of the values for effluent samples collected over a period of seven consecutive days.
- h. Bi-Weekly - Once every other week.
- i. Bi-Monthly - Once every other month.
- j. Upset - Means an exceptional incident in which there is unintentional and temporary noncompliance with technology-based permit effluent limitations because of factors beyond the reasonable control of the permittee, excluding such factors as operational

error, improperly designed or inadequate treatment facilities, or improper operation and maintenance or lack thereof.

- k. Bypass - Means the intentional diversion of wastes from any portion of a treatment facility.

13. General Prohibitive Standards

The permittee shall comply with all the general prohibitive discharge standards in Section 58 of the Village of Dexter Code of Ordinances. Namely, the industrial user shall not discharge wastewater to the sewer system:

- a. Having a temperature higher than 104°F (40°C);
- b. Containing more than 50 ppm by weight of fats, oils, and grease;
- c. Containing any gasoline, benzene, naphtha, fuel oil or other flammable or explosive liquids, solids or gases; and in no case pollutants with a closed cup flashpoint of less than 140°F (60°C), or pollutants which cause an exceedance of 10 percent of the Lower Explosive Limit (LEL) at any point within the POTW;
- d. Containing any garbage that has not been ground by household type or other suitable garbage grinders;
- e. Containing any ashes, cinders, sand, mud, straw, shavings, metal, glass, rags, feathers, tar, plastics, wood, paunch, manure, or any other solids or viscous substances capable of causing obstructions or other interferences with proper operation of the sewer system;
- f. Having a pH lower than 5.5 or higher than 9.5, or having any other corrosive property capable of causing damage or hazards to structures, equipment or personnel of the sewer system;
- g. Containing toxic or poisonous substances in sufficient quantity to injure or interfere with any wastewater treatment process, to constitute hazards to humans or animals, or to create any hazard in waters which receive treated effluent from the sewer system treatment plant. Toxic wastes shall include, but are not limited to wastes containing cyanide, chromium, cadmium, mercury, copper, and nickel ions;
- h. Containing noxious or malodorous gases or substances capable of creating a public nuisance; including pollutants which result in the presence of toxic gases, vapors, or fumes;
- i. Containing solids of such character and quantity that special and unusual attention is required for their handling;
- j. Containing any substance which may affect the treatment plant's effluent and cause violation of the NPDES permit requirements;
- k. Containing any substance which would cause the treatment plant to be in noncompliance with sludge use, recycle or disposal criteria pursuant to guidelines or regulations

developed under Section 405 of the Federal Act, the Solid Waste Disposal Act, the Clean Air Act, the Toxic Substances Control Act or other regulations or criteria for sludge management and disposal as required by the State;

- l. Containing color which is not removed in the treatment processes;
- m. Containing any medical or infectious wastes;
- n. Containing any radioactive wastes or isotopes; or
- o. Containing any pollutant, including BOD pollutants, released at a flow rate and/or pollutant concentration which would cause interference with the treatment plant.

14. Compliance with Applicable Pretreatment Standards and Requirements

Compliance with this permit does not relieve the permittee from its obligations regarding compliance with any and all applicable Local, State and Federal pretreatment standards and requirements including any such standards or requirements that may become effective during the term of this permit.

SECTION B. - OPERATION AND MAINTENANCE OF POLLUTION CONTROLS

1. Proper Operation and Maintenance

The permittee shall at all times properly operate and maintain all facilities and systems of treatment and control (and related appurtenances) which are installed or used by the permittee to achieve compliance with the conditions of this permit. Proper operation and maintenance includes but is not limited to: effective performance, adequate funding, adequate operator staffing and training, and adequate laboratory and process controls, including appropriate quality assurance procedures.

This provision requires the operation of back-up or auxiliary facilities or similar systems only when necessary to achieve compliance with the conditions of the permit.

2. Duty to Halt or Reduce Activity

Upon reduction of efficiency of operation, or loss or failure of all or part of the treatment facility, the permittee shall, to the extent necessary to maintain compliance with its permit, control its production or discharges (or both) until operation of the treatment facility is restored or an alternative method of treatment is provided.

This requirement applies, for example, when the primary source of power of the treatment facility fails or is reduced. It shall not be a defense for a permittee in an enforcement action that it would have been necessary to halt or reduce the permitted activity in order to maintain compliance with the conditions of this permit.

3. Bypass of Treatment Facilities

- a. Bypass is prohibited unless it is unavoidable to prevent loss of life, personal injury, or

severe property damage or no feasible alternatives exist.

- b. The permittee may allow bypass to occur which does not cause effluent limitations to be exceeded, but only if it is also for essential maintenance to assure efficient operation.
- c. Notification of bypass:
 - (1) Anticipated bypass.
If the permittee knows in advance of the need for a bypass, it shall submit prior written notice, at least 10 days before the date of the bypass, to the Village of Dexter Wastewater Treatment Plant.
 - (2) Unanticipated bypass.
The permittee shall immediately notify the Village of Dexter Wastewater Treatment Plant and submit a written notice to the POTW within 5 days. This report shall specify:
 - (i) A description of the bypass, and its cause, including its duration;
 - (ii) Whether the bypass has been corrected; and
 - (iii) The steps being taken or to be taken to reduce, eliminate and prevent a reoccurrence of the bypass.

4. Removed Substances

Solids, sludges, filter backwash, or other pollutants removed in the course of treatment or control of wastewaters shall be disposed of in accordance with Section 405 of the Clean Water Act and Subtitles C and D of the Resource Conservation and Recovery Act.

SECTION C. - MONITORING AND RECORDS

1. Representative Sampling

Samples and measurements taken as required herein shall be representative of the volume and nature of the monitored discharge. All samples shall be taken at the monitoring points specified in this permit and, unless otherwise specified, before the effluent joins or is diluted by any other waste stream, body of water or substance. All equipment used for sampling and analysis must be routinely calibrated, inspected and maintained to ensure their accuracy. Monitoring points shall not be changed.

2. Flow Measurements

If flow measurement is required by this permit, the appropriate flow measurement devices and methods consistent with approved scientific practices shall be selected and used to ensure the accuracy and reliability of measurements of the volume of monitored discharges.

The devices shall be installed, calibrated, and maintained to ensure that the accuracy of the measurements are consistent with the accepted capability of that type of device. Devices

selected shall be capable of measuring flows with a maximum deviation of less than 10 percent from true discharge rates throughout the range of expected discharge volumes.

3. Analytical Methods to Demonstrate Continued Compliance

All sampling and analysis required by this permit shall be performed in accordance with the techniques prescribed in 40 CFR Part 136 and amendments thereto, otherwise approved by EPA, or as specified in this permit.

4. Additional Monitoring by the Permittee

If the permittee monitors any pollutant more frequently than required by this permit, using test procedures identified in Section C.3, the results of this monitoring shall be included in the permittee's self-monitoring reports.

5. Inspection and Entry

The permittee shall allow the Village of Dexter Wastewater Treatment Plant, or an authorized representative, upon the presentation of credentials and other documents as may be required by law, to:

- a. Enter upon the permittee's premises where a regulated facility or activity is located or conducted, or where records must be kept under the conditions of this permit;
- b. Have access to and copy, at reasonable times, any records that must be kept under the conditions of this permit;
- c. Inspect at reasonable times any facilities, equipment (including monitoring and control equipment), practices, or operations regulated or required under this permit;
- d. Sample or monitor, for the purposes of assuring permit compliance, any substances or parameters at any location; and
- e. Inspect any production, manufacturing, fabricating, or storage area where pollutants, regulated under the permit, could originate, be stored, or be discharged to the sewer system.

6. Retention of Records

- a. The permittee shall retain records of all monitoring information, including all calibration and maintenance records and all original strip chart recordings for continuous monitoring instrumentation, copies of all reports required by this permit, and records of all data used to complete the application for this permit, for a period of at least three years from the date of the sample, measurement, report or application.

This period may be extended by request of the Village of Dexter Wastewater Treatment Plant at any time.

- b. All records that pertain to matters that are the subject of special orders or any other enforcement or litigation activities brought by the Village of Dexter Wastewater Treatment

Plant shall be retained and preserved by the permittee until all enforcement activities have concluded and all periods of limitation with respect to any and all appeals have expired.

7. Record Contents

Records of sampling and analyses shall include:

- a. The date, exact place, time, and methods of sampling or measurements, and sample preservation techniques or procedures;
- b. Who performed the sampling or measurements;
- c. The date(s) analyses were performed;
- d. Who performed the analyses;
- e. The analytical techniques or methods used; and
- f. The results of such analyses.

8. Falsifying Information

Knowingly making any false statement on any report or other document required by this permit or knowingly rendering any monitoring device or method inaccurate, is a crime and may result in the imposition of criminal sanctions and/or civil penalties.

SECTION D. - ADDITIONAL REPORTING REQUIREMENTS

1. Planned Changes

The permittee shall give notice to the Village of Dexter Wastewater Treatment Plant 90 days prior to any facility expansion, production increase, or process modifications which results in new or substantially increased discharges or a change in the nature of the discharge.

2. Anticipated Noncompliance

The permittee shall give advance notice to the Village of Dexter Wastewater Treatment Plant of any planned changes in the permitted facility or activity which may result in noncompliance with permit requirements.

3. Automatic Resampling

If the results of the permittee's wastewater analysis indicates a violation has occurred, the permittee must notify the Village of Dexter Wastewater Treatment Plant within 24 hours of becoming aware of the violation and repeat the sampling and pollutant analysis and submit, in writing, the results of this repeat analysis within 30 days after becoming aware of the violation.

4. Duty to Provide Information

The permittee shall furnish to the Village of Dexter Wastewater Treatment Plant, within five business days any information which the Village of Dexter Wastewater Treatment Plant may request to determine whether cause exists for modifying, revoking and reissuing, or terminating this permit, or to determine compliance with this permit. The permittee shall also, upon request, furnish to the Village of Dexter Wastewater Treatment Plant within upon demand copies of any records required to be kept by this permit.

5. Signatory Requirements

All applications, reports, or information submitted to the Village of Dexter Wastewater Treatment Plant must contain the following certification statement and be signed by a responsible corporate officer as required below:

"I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."

A responsible corporate officer means: a president, secretary, treasurer, or vice-president of the corporation in charge of a principal business function, or any other person who performs similar policy - or decision-making functions for the corporation.

6. Operating Upsets

Any permittee that experiences an upset in operations that places the permittee in a temporary state of noncompliance with the provisions of either this permit or with Section 58 of the Village of Dexter Code of Ordinances shall inform the Village of Dexter Wastewater Treatment Plant within 24 hours of becoming aware of the upset at (734) 426-4572 or (734) 216-3810 after 5 p.m. Monday - Friday or weekends and holidays.

A written follow-up report of the upset shall be filed by the permittee with the Village of Dexter Wastewater Treatment Plant within five days.

The report shall specify:

- a. Description of the upset, the cause(s) thereof and the upset's impact on the permittee's compliance status;
- b. Duration of noncompliance, including exact dates and times of noncompliance, and if not corrected, the anticipated time the noncompliance is expected to continue; and
- c. All steps taken or to be taken to reduce, eliminate and prevent recurrence of such an upset.

The report must also demonstrate that the treatment facility was being operated in a prudent and workmanlike manner.

A documented and verified operating upset shall be an affirmative defense to any enforcement action brought against the permittee for violations attributable to the upset event.

7. Annual Publication

A list of all industrial users which were subject to enforcement proceedings during the 12 previous months shall be annually published by the Village of Dexter Wastewater Treatment Plant in the largest daily newspaper within its service area. Accordingly, the permittee is apprised that noncompliance with this permit may lead to an enforcement action and may result in publication of its name in an appropriate newspaper in accordance with this Section.

8. Civil and Criminal Liability

Nothing in this permit shall be construed to relieve the permittee from civil and/or criminal penalties for noncompliance under Section 58 of the Village of Dexter Code of Ordinances or State or Federal laws or regulations.

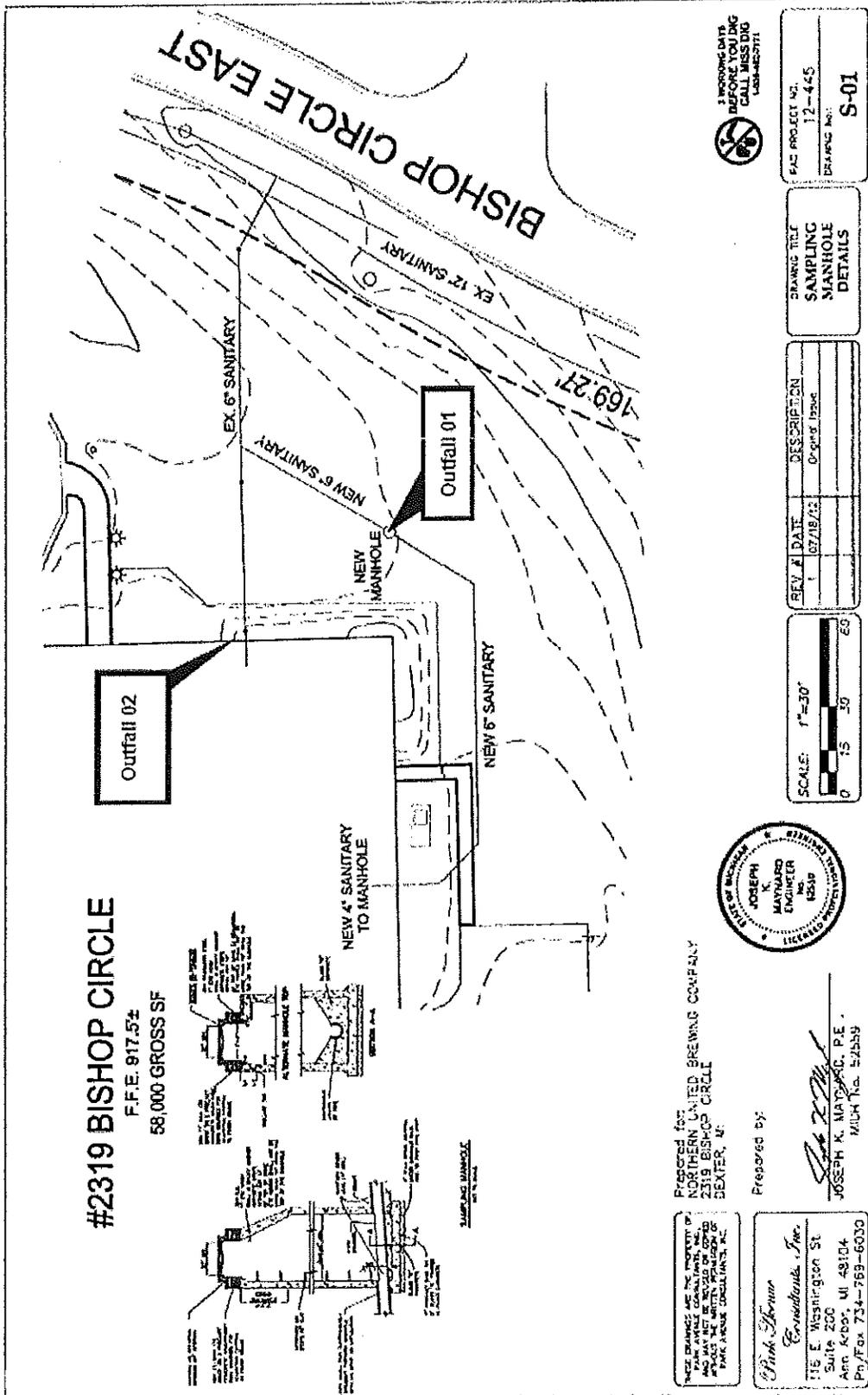
9. Penalties for Violations of Permit Conditions

Section 58 of the Village of Dexter Code of Ordinances provides that any person who willfully or negligently violates permit conditions is subject to criminal penalties of a fine of up to \$1,000 per day of violation, or by imprisonment for 90 days or both. The permittee may also be subject to sanctions under State and/or Federal law.

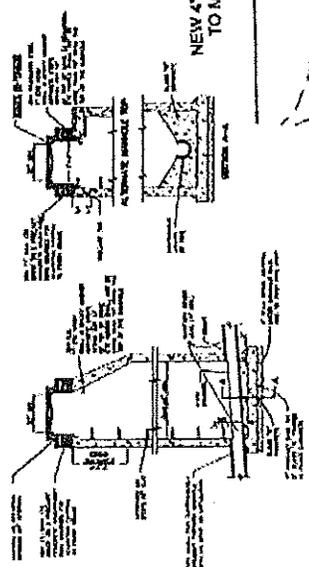
10. Recovery of Costs Incurred

In addition to civil and criminal liability, the permittee violating any of the provisions of this permit or Section 58 of the Village of Dexter Code of Ordinances or causing damage to or otherwise inhibiting the Village of Dexter Wastewater Treatment Plant shall be liable to the Village of Dexter Wastewater Treatment Plant for any expense, loss, or damage caused by such violation or discharge. The Village of Dexter Wastewater Treatment Plant shall bill the permittee for the costs incurred by the Village of Dexter Wastewater Treatment Plant for any cleaning, repair, or replacement work caused by the violation or discharge. Refusal to pay the assessed costs shall constitute a separate violation of Section 58 of the Village of Dexter Code of Ordinances.

Exhibit: Part 6



#2319 BISHOP CIRCLE
 F.F.E. 917.5±
 58,000 GROSS SF

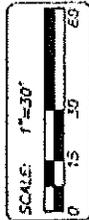


Prepared for:
 KOURNAN LIMITED SREWING COMPANY
 2319 BISHOP CIRCLE
 BOSTON, MA

Prepared by:
 [Signature]
 JOSEPH K. MATYK, P.E.
 MICH. No. 52559

THESE DRAWINGS ARE THE PROPERTY OF
 PARKVILLE CONSULTANTS, INC.
 AND ARE TO BE USED ONLY FOR THE
 PROJECT AND SITE SPECIFICALLY
 IDENTIFIED HEREON.

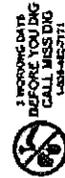
Parkville
 Consultants, Inc.
 715 E. Washington St.
 Suite 200, MI 48104
 Ann Arbor, MI
 Ph/Fax 734-769-6030



REV.	DATE	DESCRIPTION
1	07/18/23	Original Issue

DRAWING TITLE
**SAMPLING
 MANHOLE
 DETAILS**

PAC PROJECT NO.
 12-445
 DRAWING NO.
S-01



IF MISSING DATE
 RECORD YOUR LOG
 CALL MISSING
 LASH-4825711

Village President Report by Shawn Keough
May 22, 2013

AGENDA 5-28-13
ITEM I-6

Hello Residents and Fellow Council Members,

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

Recent Activities

May 15, 2013 – Downtown Development Authority meeting

May 21, 2013 – Meeting with Cedars of Dexter Executive Director Terri Hamad – the Cedars are experiencing some water hardness related problems with their boilers, water heaters, ice makers, etc...I shared the information with Village Manager Dettling and asked her to have Superintendent Schlaff visit her to see if there were things the Village could do to help.

May 21, 2013 - Village Manager Review Lunch with Donna Dettling

May 22, 2013 – Village Council Budget Review Session #2 – review of draft General Fund, Street, Water and Sewer Budgets for Fiscal Year 2013-2014.

Future Activities

May 27, 2013 – Participation in the Memorial Day Ceremony in Monument Park

May 28, 2013 – Village Council Meeting (note Tuesday due to the Memorial Day holiday)

Goals and Objectives for June 2013

1. Complete the budget preparation and approval process for the new fiscal year starting July 1, 2013
2. Resolve the DDA Tax Capture discrepancy that has recently been discovered.
3. Share a draft regional fire agreement with Council.
4. Determine an alignment for the Border to Border Trail near the DPW driveway.
5. Get a Facilities Committee Meeting scheduled.

I look forward to seeing you around our town!

Shawn Keough, Village President
skeough@DexterMI.gov
(313) 363-1434 (cell)

User: erin

DB: Dexter

EXP CHECK RUN DATES 05/09/2013 - 05/22/2013

JOURNALIZED OPEN AND PAID

BANK CODE: POOL

Claimant	Amount Claimed	Amount Owed	Amount Rejected
1. ALEXANDER CHEMICAL CORPORATION	740.29		
2. ANN ARBOR LANDSCAPING INC.	3,380.00		
3. ARBOR SPRINGS WATER CO.INC	33.00		
4. AT&T	329.50		
5. BELL EQUIPMENT CO	310.00		
6. BOULLION SALES	239.96		
7. CARLISLE-WORTMAN ASSOCIATES	985.00		
8. CMR MECHANICAL	2,050.00		
9. COMCAST - DPW	156.90		
10. CORRIGAN OIL COMPANY	879.39		
11. CRIBLEY WELL DRILLING CO INC	30.75		
12. CULVER COMPANY	74.10		
13. DANIEL SCHLAFF	23.73		
14. DEXTER BUILDERS	2,425.00		
15. DEXTER MILL	49.50		
16. DEXTER VILLAGE	1,343.06		
17. DTE ENERGY-STREET LIGHTING	6,525.47		
18. ELHORN ENGINEERING CO	902.00		
19. ERIC HARTMAN	153.11		
20. ETNA SUPPLY CO	469.03		
21. FW MEDIA	140.00		
22. GRIFFIN PEST CONTROL INC	149.00		
23. HACKNEY HARDWARE	1,043.72		
24. JACK DOHENY SUPPLIES	1,100.00		
25. JOHN DEERE LANDSCAPES	323.88		
26. JOHNSON SIGN COMPANY, INC.	975.00		
27. KLAPPERICH WELDING	265.45		
28. LESSORS WELDING SUPPLY	65.00		
29. LOWE'S BUSINESS ACCOUNT	204.47		
30. MASTERCRAFT PLUMBING	5,863.13		
31. METRO ENVIROMENTAL SERVICES	5,308.75		
32. MISS DIG SYSTEM, INC.	208.64		
33. MML WORKERS COMPENSATION FUND	3,353.00		
34. ORCHARD, HILTZ & MCCLIMENT INC	81,096.78		
35. PETTY CASH REIMBURSEMENT	94.60		
36. PNC	361.86		
37. POST COMMUNICATION LLC	180.00		
38. POSTMASTER	467.97		
39. PRINT-TECH, INC.	36.90		
40. QUALITY ASSURANCE SERVICE	125.00		
41. RICOH AMERICAS CORPORATION	1,021.05		
42. SCOTT MAURER	30.51		
43. SHERWIN-WILLIAMS	28.95		
44. SMALL BUSINESS ASSOC OF MICH	18,143.11		
45. STAPLES BUSINESS ADVANTAGE	768.83		
46. STATE OF MICH	400.00		
47. TECUMSEH TENT RENTAL, INC.	455.00		
48. THE SUN TIMES	48.60		
49. R40 NUM LIFE INSURANCE	436.27		

User: erin

DB: Dexter

EXP CHECK RUN DATES 05/09/2013 - 05/22/2013

JOURNALIZED OPEN AND PAID

BANK CODE: POOL

Claimant	Amount Claimed	Amount Owed	Amount Rejected
50. USA BLUE BOOK	608.34		
51. UTILITIES INSTRUMENTATION SERV	276.00		
52. VERIZON WIRELESS	465.68		
53. WASHTENAW COUNTY TREASURER	186.00		
54. WASTE MANAGEMENT	39,254.40		
55. WATER MASTERS L.L.C	2,100.00		
56. WATERSOLVE	1,887.90		
TOTAL ALL CLAIMS	188,573.58		

INVOICE GL DISTRIBUTION REPORT FOR VILLAGE OF DEXTER
 EXP CHECK RUN DATES 05/09/2013 - 05/22/2013
 JOURNALIZED OPEN AND PAID
 BANK CODE: POOL

User: erin
 DP Dexter
 42

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 101 GENERAL FUND							
Dept 101.000 VILLAGE COUNCIL							
101-101.000-956.000	COUNCIL DISCRETIONARY EX	PNC	MISC	05/21/13	05/20/13	82.87	39639
101-101.000-959.000	ARTS, CULTURE & HERITAGE	FW MEDIA	THE ARTIST MAGAZINE	185176	05/20/13	140.00	39625
101-101.000-959.000	ARTS, CULTURE & HERITAGE	TECUMSEH	TENT RENTAL,	13235	05/20/13	455.00	39649
			Total For Dept 101.000 VILLAGE COUNCIL			677.87	
Dept 172.000 VILLAGE MANAGER							
101-172.000-721.000	HEALTH & DENTAL INSURANC	SMALL BUSINESS ASSOC	COVERAGE PERIOD JUNE	05/21/13	05/20/13	2,855.71	39646
101-172.000-722.000	LIFE & DISABILITY INSURA	UNUM LIFE INSURANCE	JUNE COVERAGE	05/21/13	05/20/13	108.88	39651
101-172.000-727.000	OFFICE SUPPLIES	STAPLES BUSINESS ADVA	SUPPLIES	05/22/13	05/20/13	149.77	39647
101-172.000-861.000	TRAVEL & MILEAGE	PEPTY CASH REIMBURSEM	PEPTY CASH	05/16/13	05/16/13	20.00	39604
101-172.000-960.000	EDUCATION & TRAINING	PNC	MISC	05/21/13	05/20/13	90.00	39639
			Total For Dept 172.000 VILLAGE MANAGER			3,224.36	
Dept 215.000 VILLAGE CLERK							
101-215.000-901.000	PRINTING & PUBLISHING	THE SUN TIMES	SUMMER POSITION	38165	05/20/13	24.30	39650
101-215.000-901.000	PRINTING & PUBLISHING	THE SUN TIMES	LEGALS	38253	05/20/13	24.30	39650
			Total For Dept 215.000 VILLAGE CLERK			48.60	
Dept 253.000 TREASURER							
101-253.000-721.000	HEALTH & DENTAL INSURANC	SMALL BUSINESS ASSOC	COVERAGE PERIOD JUNE	05/21/13	05/20/13	1,198.43	39646
101-253.000-722.000	LIFE & DISABILITY INSURA	UNUM LIFE INSURANCE	JUNE COVERAGE	05/21/13	05/20/13	32.31	39651
101-253.000-960.000	EDUCATION & TRAINING	PNC	MISC	05/21/13	05/20/13	159.00	39639
			Total For Dept 253.000 TREASURER			1,389.74	
Dept 265.000 BUILDINGS & GROUNDS							
101-265.000-727.000	ARBOR SPRINGS WATER C	ARBOR SPRINGS WATER C	OFFICE	1408844	05/20/13	21.50	39608
101-265.000-727.000	ARBOR SPRINGS WATER C	ARBOR SPRINGS WATER C	OFFICE	1413328	05/20/13	11.50	39608
101-265.000-727.000	HACKNEY HARDWARE	APRIL INVOICES	APRIL INVOICES	05/21/13	05/20/13	123.85	39627
101-265.000-727.000	OFFICE SUPPLIES	STAPLES BUSINESS ADVA	SUPPLIES	05/22/13	05/20/13	85.92	39647
101-265.000-728.000	POSTAGE	PEPTY CASH REIMBURSEM	PEPTY CASH	05/16/13	05/16/13	17.80	39604
101-265.000-803.000	CONTRACTED SERVICES	POST COMMUNICATION LL	E-MAIL LIST	05/21/13	05/20/13	180.00	39640
101-265.000-920.001	EQUIPMENT SERVICE CONTRA	AT&T	426 1790	05/20/13	05/20/13	48.19	39609
101-265.000-936.000	COMMUNITY GARDEN	RICOH AMERICAS CORPOR	COPIER	89004220	05/20/13	1,021.05	39643
101-265.000-962.000	COMMUNITY GARDEN	JOHN DEERE LANDSCAPES	COMM GARDEN	64691777	05/20/13	66.60	39629
			Total For Dept 265.000 BUILDINGS & GROUNDS			1,576.41	
Dept 285.000 VILLAGE TREE PROGRAM							
101-285.000-731.000	LANDSCAPE SUPPLIES	ANN ARBOR LANDSCAPING	TREE WORK	05/20/13	05/20/13	1,730.00	39607
101-285.000-803.000	CONTRACTED SERVICES	ANN ARBOR LANDSCAPING	TREE REMOVAL	05/20/13	05/20/13	50.00	39607
			Total For Dept 285.000 VILLAGE TREE PROGRAM			1,780.00	
Dept 301.000 LAW ENFORCEMENT							
101-301.000-807.000	UTILITIES	WASHTENAW COUNTY TREA	COLLABORATION OT	22776	05/20/13	186.00	39655
101-301.000-920.000	UTILITIES	DEXTER VILLAGE	WATER BILLS	05/22/13	05/20/13	160.11	39621
			Total For Dept 301.000 LAW ENFORCEMENT			346.11	
Dept 336.000 FIRE DEPARTMENT							
101-336.000-920.000	UTILITIES	DEXTER VILLAGE	WATER BILLS	05/22/13	05/20/13	200.14	39621
101-336.000-935.000	BUILDING MAINTENANCE & R	GRIFFIN PEST CONTROL	8140 MAIN	1045714	05/20/13	149.00	39626
101-336.000-970.000	CAPITAL IMPROVEMENTS	DEXTER BUILDERS	DEPOSIT	0521/13	05/20/13	2,425.00	39619
			Total For Dept 336.000 FIRE DEPARTMENT			2,774.14	

User: erin
DB: Dexter

EXP CHECK RUN DATES 05/09/2013 - 05/22/2013
JOURNALIZED OPEN AND PAID
BANK CODE: FOOL

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 101 GENERAL FUND							
Dept 400.000 PLANNING DEPARTMENT							
101-400.000-721.000	HEALTH & DENTAL INSURANC	SMALL BUSINESS ASSOC	COVERAGE PERIOD JUNE	05/21/13	05/20/13	1,198.43	39646
101-400.000-722.000	LIFE & DISABILITY INSURA	UNUM LIFE INSURANCE	JUNE COVERAGE	05/21/13	05/20/13	31.00	39651
101-400.000-802.000	PROFESSIONAL SERVICES	CARLISLE-WORTMAN ASSO	PLANNING	2135-166	05/20/13	320.00	39612
			Total For Dept 400.000 PLANNING DEPARTMENT			1,549.43	
Dept 441.000 DEPARTMENT OF PUBLIC WORKS							
101-441.000-721.000	HEALTH & DENTAL INSURANC	SMALL BUSINESS ASSOC	COVERAGE PERIOD JUNE	05/21/13	05/20/13	1,634.66	39646
101-441.000-722.000	LIFE & DISABILITY INSURA	UNUM LIFE INSURANCE	JUNE COVERAGE	05/21/13	05/20/13	32.85	39651
101-441.000-740.000	OPERATING SUPPLIES	CRIBLEY WELL DRILLING	DPW	05/20/13	05/20/13	9.50	39616
101-441.000-740.000	OPERATING SUPPLIES	HACKNEY HARDWARE	APRIL INVOICES	05/21/13	05/20/13	463.26	39627
101-441.000-740.000	OPERATING SUPPLIES	LESSORS WELDING SUPPL	RENTAL	542909	05/20/13	65.00	39632
101-441.000-740.000	OPERATING SUPPLIES	STAPLES BUSINESS ADVA	SUPPLIES	05/22/13	05/20/13	171.76	39647
101-441.000-751.000	OPERATING SUPPLIES	CORRIGAN OIL COMPANY	DPW	575967	05/20/13	157.14	39615
101-441.000-920.000	UTILITIES	COMCAST - DPW	DPW	05/21/13	05/20/13	156.90	39614
101-441.000-920.000	UTILITIES	DEXTER VILLAGE	WATER BILLS	05/22/13	05/20/13	87.52	39621
101-441.000-920.001	UTILITIES - TELEPHONES	VERIZON WIRELESS	CELLULAR	05/22/13	05/20/13	170.76	39654
101-441.000-955.000	MISCELLANEOUS	PETTY CASH REIMBURSEM	PETTY CASH	05/16/13	05/16/13	55.00	39604
			Total For Dept 441.000 DEPARTMENT OF PUBLIC WORK			3,004.35	
Dept 442.000 DOWNTOWN PUBLIC WORKS							
101-442.000-740.000	OPERATING SUPPLIES	DEXTER MILL	DOWNTOWN GARDENS	05/20/13	05/20/13	49.50	39620
101-442.000-740.000	OPERATING SUPPLIES	HACKNEY HARDWARE	APRIL INVOICES	05/21/13	05/20/13	170.85	39627
101-442.000-740.000	OPERATING SUPPLIES	JOHN DEERE LANDSCAPES	COMM GARDEN	64691777	05/20/13	128.64	39629
101-442.000-740.000	OPERATING SUPPLIES	KLAPPERICH WELDING	FLAG HOLDERS	660	05/20/13	140.00	39631
101-442.000-740.000	OPERATING SUPPLIES	SHERWIN-WILLIAMS	PAINT	05/21/13	05/20/13	28.95	39645
101-442.000-977.000	EQUIPMENT	LOWE'S BUSINESS ACCOU	SUPPLIES	05/20/13	05/20/13	175.71	39633
			Total For Dept 442.000 DOWNTOWN PUBLIC WORKS			693.65	
Dept 447.000 ENGINEERING							
101-447.000-830.000	ENGINEERING CONSULTING	ORCHARD, HILTZ & MCCL	INVOICES THRU 4/6/2013	05/22/13	05/20/13	2,016.00	39638
			Total For Dept 447.000 ENGINEERING			2,016.00	
Dept 448.000 MUNICIPAL STREET LIGHTS							
101-448.000-920.003	UTILITIES - STREET LIGHT	DTE ENERGY-STREET LIG	STREETLIGHTING	05/21/13	05/20/13	6,525.47	39622
			Total For Dept 448.000 MUNICIPAL STREET LIGHTS			6,525.47	
Dept 528.000 SOLID WASTE							
101-528.000-805.000	PRINTING & PUBLISHING	WASTE MANAGEMENT	COMMERCIAL	7276499	05/20/13	19,861.59	39656
101-528.000-805.000	PRINTING & PUBLISHING	WASTE MANAGEMENT	RESIDENTIAL	7276568	05/20/13	19,392.81	39656
101-528.000-901.000	PRINTING & PUBLISHING	PRINT-TECH, INC.	UTILITY BILL	215771	05/20/13	12.30	39641
			Total For Dept 528.000 SOLID WASTE			39,266.70	
Dept 751.000 PARKS & RECREATION							
101-751.000-721.000	HEALTH & DENTAL INSURANC	SMALL BUSINESS ASSOC	COVERAGE PERIOD JUNE	05/21/13	05/20/13	263.65	39646
101-751.000-722.000	LIFE & DISABILITY INSURA	UNUM LIFE INSURANCE	JUNE COVERAGE	05/21/13	05/20/13	5.30	39651
101-751.000-731.000	LANDSCAPE SUPPLIES	ANN ARBOR LANDSCAPING	TREE REMOVAL	05/20/13	05/20/13	650.00	39607
101-751.000-937.000	EQUIPMENT MAINTENANCE &	BOULLION SALES	TRIMMERS	231666	05/20/13	239.96	39611
101-751.000-937.000	EQUIPMENT MAINTENANCE &	JOHN DEERE LANDSCAPES	COMM GARDEN	64691777	05/20/13	128.64	39629
101-751.000-955.000	MISCELLANEOUS	JOHNSON SIGN COMPANY,	SIGN INSTALLMENT	17380	05/20/13	975.00	39630
			Total For Dept 751.000 PARKS & RECREATION			2,462.55	

User: erin
 DE Dexter
 44

INVOICE GL DISTRIBUTION REPORT FOR VILLAGE OF DEXTER
 EXP CHECK RUN DATES 05/09/2013 - 05/22/2013
 JOURNALIZED OPEN AND PAID
 BANK CODE: POOL

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 101 GENERAL FUND							
Dept 851.000 INSURANCE & BONDS							
101-851.000-721.001	RETIREE HEALTH INSURANCE	SMALL BUSINESS ASSOC	COVERAGE PERIOD JUNE	05/21/13	05/20/13	587.70	39646
101-851.000-910.000		MML WORKERS COMPENSAT	QUARTERLY	05/20/13	05/20/13	1,693.27	39637
			Total For Dept 851.000 INSURANCE & BONDS			2,280.97	
			Total For Fund 101 GENERAL FUND			69,616.35	
Fund 202 MAJOR STREETS FUND							
Dept 445.000 STORMWATER							
202-445.000-802.000	PROFESSIONAL SERVICES	ORCHARD, HILTZ & MCCL	INVOICES THRU 4/6/2013	05/22/13	05/20/13	892.50	39638
			Total For Dept 445.000 STORMWATER			892.50	
Dept 463.000 ROUTINE MAINTENANCE							
202-463.000-721.000	HEALTH & DENTAL INSURANC	SMALL BUSINESS ASSOC	COVERAGE PERIOD JUNE	05/21/13	05/20/13	1,371.00	39646
202-463.000-722.000	LIFE & DISABILITY INSURA	UNUM LIFE INSURANCE	JUNE COVERAGE	05/21/13	05/20/13	27.55	39651
202-463.000-802.000	PROFESSIONAL SERVICES	ORCHARD, HILTZ & MCCL	INVOICES THRU 4/6/2013	05/22/13	05/20/13	277.50	39638
202-463.000-910.000		MML WORKERS COMPENSAT	QUARTERLY	05/20/13	05/20/13	154.24	39637
			Total For Dept 463.000 ROUTINE MAINTENANCE			1,830.29	
Dept 474.000 TRAFFIC SERVICES							
202-474.000-721.000	HEALTH & DENTAL INSURANC	SMALL BUSINESS ASSOC	COVERAGE PERIOD JUNE	05/21/13	05/20/13	421.85	39646
202-474.000-722.000	LIFE & DISABILITY INSURA	UNUM LIFE INSURANCE	JUNE COVERAGE	05/21/13	05/20/13	8.48	39651
202-474.000-802.000	PROFESSIONAL SERVICES	ORCHARD, HILTZ & MCCL	INVOICES THRU 4/6/2013	05/22/13	05/20/13	975.00	39638
202-474.000-910.000		MML WORKERS COMPENSAT	QUARTERLY	05/20/13	05/20/13	53.65	39637
			Total For Dept 474.000 TRAFFIC SERVICES			1,458.98	
Dept 478.000 WINTER MAINTENANCE							
202-478.000-721.000	HEALTH & DENTAL INSURANC	SMALL BUSINESS ASSOC	COVERAGE PERIOD JUNE	05/21/13	05/20/13	843.69	39646
202-478.000-722.000	LIFE & DISABILITY INSURA	UNUM LIFE INSURANCE	JUNE COVERAGE	05/21/13	05/20/13	16.96	39651
202-478.000-910.000		MML WORKERS COMPENSAT	QUARTERLY	05/20/13	05/20/13	78.80	39637
			Total For Dept 478.000 WINTER MAINTENANCE			939.45	
Fund 203 LOCAL STREETS FUND							
Dept 445.000 STORMWATER							
203-445.000-802.000	PROFESSIONAL SERVICES	ORCHARD, HILTZ & MCCL	INVOICES THRU 4/6/2013	05/22/13	05/20/13	7,361.50	39638
203-445.000-803.000	CONTRACTED SERVICES	METRO ENVIRONMENTAL SE	WWTP	48301	05/20/13	2,115.00	39635
203-445.000-803.000	CONTRACTED SERVICES	METRO ENVIRONMENTAL SE	GRAND / BROAD	48376	05/20/13	425.00	39635
			Total For Dept 445.000 STORMWATER			9,901.50	
Dept 451.000 CONTRACTED ROAD CONSTRUCTION							
203-451.000-803.000	CONTRACTED SERVICES	ORCHARD, HILTZ & MCCL	INVOICES THRU 4/6/2013	05/22/13	05/20/13	11,027.00	39638
			Total For Dept 451.000 CONTRACTED ROAD CONSTRUCT			11,027.00	
Dept 463.000 ROUTINE MAINTENANCE							
203-463.000-721.000	HEALTH & DENTAL INSURANC	SMALL BUSINESS ASSOC	COVERAGE PERIOD JUNE	05/21/13	05/20/13	421.86	39646
203-463.000-722.000	LIFE & DISABILITY INSURA	UNUM LIFE INSURANCE	JUNE COVERAGE	05/21/13	05/20/13	8.48	39651
203-463.000-802.000	PROFESSIONAL SERVICES	ORCHARD, HILTZ & MCCL	INVOICES THRU 4/6/2013	05/22/13	05/20/13	105.00	39638
203-463.000-910.000		MML WORKERS COMPENSAT	QUARTERLY	05/20/13	05/20/13	46.94	39637
			Total For Dept 463.000 ROUTINE MAINTENANCE			582.28	
Dept 474.000 TRAFFIC SERVICES							
203-474.000-721.000	HEALTH & DENTAL INSURANC	SMALL BUSINESS ASSOC	COVERAGE PERIOD JUNE	05/21/13	05/20/13	105.46	39646

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 203 LOCAL STREETS FUND							
Dept 474.000	TRAFFIC SERVICES						
203-474.000-722.000	LIFE & DISABILITY INSURA	UNUM LIFE INSURANCE	JUNE COVERAGE	05/21/13	05/20/13	2.12	39651
203-474.000-910.000		MML WORKERS COMPENSAT	QUARTERLY	05/20/13	05/20/13	16.77	39637
			Total For Dept 474.000 TRAFFIC SERVICES			124.35	
Dept 478.000 WINTER MAINTENANCE							
203-478.000-721.000	HEALTH & DENTAL INSURANC	SMALL BUSINESS ASSOC	COVERAGE PERIOD JUNE	05/21/13	05/20/13	210.92	39646
203-478.000-722.000	LIFE & DISABILITY INSURA	UNUM LIFE INSURANCE	JUNE COVERAGE	05/21/13	05/20/13	4.24	39651
203-478.000-910.000		MML WORKERS COMPENSAT	QUARTERLY	05/20/13	05/20/13	36.88	39637
			Total For Dept 478.000 WINTER MAINTENANCE			252.04	
						21,887.17	
Fund 204 MUNICIPAL STREETS							
Dept 248.000	ADMINISTRATION						
204-248.000-721.001	RETIREE HEALTH INSURANCE	SMALL BUSINESS ASSOC	COVERAGE PERIOD JUNE	05/21/13	05/20/13	637.39	39646
			Total For Dept 248.000 ADMINISTRATION			637.39	
						637.39	
Fund 402 EQUIPMENT REPLACEMENT FUND							
Dept 441.000	DEPARTMENT OF PUBLIC WORKS						
402-441.000-939.000	VEHICLE MAINTENANCE & RE	BELL EQUIPMENT CO	GUTTER BROOM	0092820	05/20/13	310.00	39610
402-441.000-939.000	VEHICLE MAINTENANCE & RE	KLAPPERICH WELDING	TRAILER TAILGATE	650	05/20/13	125.45	39631
402-441.000-939.000	VEHICLE MAINTENANCE & RE	LOWE'S BUSINESS ACCOU	SUPPLIES	05/20/13	05/20/13	28.76	39633
			Total For Dept 441.000 DEPARTMENT OF PUBLIC WORK			464.21	
						464.21	
Fund 403 SRF PROJECT FUND							
Dept 907.000	SLUDGE PROJECT						
403-907.000-830.000	ENGINEERING CONSULTING	ORCHARD, HILTZ & MCCL	INVOICES THRU 4/6/2013	05/22/13	05/20/13	54,514.28	39638
			Total For Dept 907.000 SLUDGE PROJECT			54,514.28	
						54,514.28	
Fund 590 SEWER ENTERPRISE FUND							
Dept 548.000	SEWER UTILITIES DEPARTMENT						
590-548.000-721.000	HEALTH & DENTAL INSURANC	SMALL BUSINESS ASSOC	COVERAGE PERIOD JUNE	05/21/13	05/20/13	3,017.42	39646
590-548.000-721.001	RETIREE HEALTH INSURANCE	SMALL BUSINESS ASSOC	COVERAGE PERIOD JUNE	05/21/13	05/20/13	1,318.03	39646
590-548.000-722.000	LIFE & DISABILITY INSURA	UNUM LIFE INSURANCE	JUNE COVERAGE	05/21/13	05/20/13	94.87	39651
590-548.000-728.000	POSTAGE	PETTY CASH REIMBURSEM	PETTY CASH	05/16/13	05/16/13	1.80	39604
590-548.000-740.000		HACKNEY HARDWARE	APRIL INVOICES	05/21/13	05/20/13	161.49	39627
590-548.000-740.000	OPERATING SUPPLIES	STAPLES BUSINESS ADVA	SUPPLIES	05/22/13	05/20/13	175.49	39647
590-548.000-740.000	OPERATING SUPPLIES	USA BLUE BOOK	FIRE HOSE	952729	05/20/13	608.34	39652
590-548.000-742.000	CHEMICAL SUPPLIES - PLAN	ALEXANDER CHEMICAL CO		10004425	05/20/13	740.29	39606
590-548.000-745.000	UNIFORM ALLOWANCE	ERIC HARTMAN	CLOTHING REIMBURSEMENT	05/15/13	05/15/13	72.20	39602
590-548.000-751.000		CORRIGAN OIL COMPANY	WWTP	5759637	05/20/13	81.50	39615
590-548.000-751.000		CORRIGAN OIL COMPANY	WWTP	5757968	05/20/13	640.75	39615
590-548.000-802.000	PROFESSIONAL SERVICES	CRIBLEY WELL DRILLING	WWTP	57814	05/20/13	21.25	39616
590-548.000-802.000	PROFESSIONAL SERVICES	MASTERCRAFT PLUMBING	7725 THIRD	14953	05/20/13	3,978.00	39634
590-548.000-802.000	PROFESSIONAL SERVICES	MASTERCRAFT PLUMBING	8140 MAIN ST	14698	05/20/13	867.99	39634
590-548.000-802.000	PROFESSIONAL SERVICES	METRO ENVIRONMENTAL SE	3RD ST / HUDSON	48357	05/20/13	541.25	39635
590-548.000-802.000	PROFESSIONAL SERVICES	METRO ENVIRONMENTAL SE	FOREST ST	47934	05/20/13	1,066.25	39635

User: erin
Dexter

INVOICE GL DISTRIBUTION REPORT FOR VILLAGE OF DEXTER
EXP CHECK RUN DATES 05/09/2013 - 05/22/2013
JOURNALIZED OPEN AND PAID
BANK CODE: POOL

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 590 SEWER ENTERPRISE FUND							
Dept 548.000	SEWER UTILITIES DEPARTMENT						
590-548.000-802.000	PROFESSIONAL SERVICES	METRO ENVIRONMENTAL SE	WWTP	48019	05/20/13	541.25	39635
590-548.000-802.000	PROFESSIONAL SERVICES	METRO ENVIRONMENTAL SE	3045 BROAD	48189	05/20/13	620.00	39635
590-548.000-802.000	PROFESSIONAL SERVICES	ORCHARD, HILTZ & MCCL	INVOICES THRU 4/6/2013	05/22/13	05/20/13	210.00	39638
590-548.000-802.000	PROFESSIONAL SERVICES	PNC	MISC	05/21/13	05/20/13	29.99	39639
590-548.000-802.000	PROFESSIONAL SERVICES	QUALITY ASSURANCE SER	WWTP	591301	05/20/13	125.00	39642
590-548.000-803.003	SLUDGE HAULING	WATERSOLVE	WWTP	4685	05/20/13	1,887.90	39658
590-548.000-901.000	PRINTING & PUBLISHING	PRINT-TECH, INC.	UTILITY BILL	215771	05/20/13	12.30	39641
590-548.000-910.000	UTILITIES	MML WORKERS COMPENSAT	QUARTERLY	05/20/13	05/20/13	905.31	39637
590-548.000-920.000	UTILITIES	DEXTER VILLAGE	WATER BILLS	05/22/13	05/20/13	895.29	39621
590-548.000-920.001	UTILITIES	AT&T	WWTP	05/22/13	05/20/13	185.66	39609
590-548.000-920.001	UTILITIES - TELEPHONES	VERIZON WIRELESS	CELLULAR	05/22/13	05/20/13	162.46	39654
590-548.000-935.000	BUILDING MAINTENANCE & R	CMR MECHANICAL	WWTP	12391	05/20/13	1,025.00	39613
590-548.000-935.000	BUILDING MAINTENANCE & R	CMR MECHANICAL	WWTP	10457	05/20/13	1,025.00	39613
590-548.000-935.000	BUILDING MAINTENANCE & R	HACKNEY HARDWARE	APRIL INVOICES	05/21/13	05/20/13	97.24	39627
590-548.000-935.000	BUILDING MAINTENANCE & R	WATER MASTERS L.L.C	CHEMICALS	2534	05/20/13	1,050.00	39657
590-548.000-935.000	BUILDING MAINTENANCE & R	WATER MASTERS L.L.C	CHEMICALS	2518	05/20/13	1,050.00	39657
590-548.000-955.000	MISCELLANEOUS	DANIEL SCHLAFF	MILEAGE	05/20/13	05/20/13	23.73	39618
590-548.000-955.000	MISCELLANEOUS	SCOTT MAURER	MILEAGE	05/20/13	05/20/13	30.51	39644
590-548.000-957.004	STATE LICENSE/PERMIT FEE	STATE OF MICH	PERMIT	05/21/13	05/20/13	400.00	39648
Total For Dept 548.000 SEWER UTILITIES DEPARTMENT						23,663.56	
Total For Fund 590 SEWER ENTERPRISE FUND						23,663.56	
Fund 591 WATER ENTERPRISE FUND							
Dept 556.000	WATER UTILITIES DEPARTMENT						
591-556.000-721.000	HEALTH & DENTAL INSURAN	SMALL BUSINESS ASSOC	COVERAGE PERIOD JUNE	05/21/13	05/20/13	1,515.17	39646
591-556.000-721.001	RETIREE HEALTH INSURANCE	SMALL BUSINESS ASSOC	COVERAGE PERIOD JUNE	05/21/13	05/20/13	541.74	39646
591-556.000-722.000	LIFE & DISABILITY INSURA	UNUM LIFE INSURANCE	JUNE COVERAGE	05/21/13	05/20/13	63.23	39651
591-556.000-728.000	POSTAGE	POSTMASTER	UTILITY BILL MAILING	05/15/13	05/15/13	467.97	39601
591-556.000-740.000	OPERATING SUPPLIES	ETNA SUPPLY CO	SUPPLIES	100732363.001	05/20/13	469.03	39624
591-556.000-740.000	OPERATING SUPPLIES	HACKNEY HARDWARE	APRIL INVOICES	05/21/13	05/20/13	27.03	39627
591-556.000-740.000	OPERATING SUPPLIES	STAPLES BUSINESS ADVA	SUPPLIES	05/22/13	05/20/13	185.89	39647
591-556.000-743.000	CHEMICAL SUPPLIES - LAB	ELHORN ENGINEERING CO	WWTP	251584	05/20/13	902.00	39623
591-556.000-802.000	PROFESSIONAL SERVICES	JACK DOHENY SUPPLIES	WWTP	A63787	05/20/13	1,100.00	39628
591-556.000-802.000	PROFESSIONAL SERVICES	MASTERCRAFT PLUMBING	WELL HOUSE	14942	05/20/13	539.00	39634
591-556.000-802.000	PROFESSIONAL SERVICES	MASTERCRAFT PLUMBING	WWTP	14702	05/20/13	478.14	39634
591-556.000-802.000	PROFESSIONAL SERVICES	MISS DIG SYSTEM, INC.	WWPT	05/20/13	05/20/13	208.64	39636
591-556.000-802.000	PROFESSIONAL SERVICES	UTILITIES INSTRUMENTA	INDEPENDENCE PARK	530341225	05/20/13	276.00	39653
591-556.000-901.000	PRINTING & PUBLISHING	PRINT-TECH, INC.	UTILITY BILL	215771	05/20/13	12.30	39641
591-556.000-910.000	UTILITIES	MML WORKERS COMPENSAT	QUARTERLY	05/20/13	05/20/13	367.14	39637
591-556.000-920.001	UTILITIES - TELEPHONES	AT&T	WWTP	05/22/13	05/20/13	95.65	39609
591-556.000-920.001	UTILITIES - TELEPHONES	VERIZON WIRELESS	CELLULAR	05/22/13	05/20/13	132.46	39654
591-556.000-960.000	EDUCATION & TRAINING	ERIC HARTMAN	TRAINING	05/15/13A	05/15/13	80.91	39602
591-556.000-961.000	WELLHEAD PROTECTION PROG	CULVER COMPANY	WATER STICKERS	47835	05/20/13	74.10	39617
591-556.000-961.000	WELLHEAD PROTECTION PROG	ORCHARD, HILTZ & MCCL	INVOICES THRU 4/6/2013	05/22/13	05/20/13	806.00	39638
Total For Dept 556.000 WATER UTILITIES DEPARTMENT						8,342.40	
Total For Fund 591 WATER ENTERPRISE FUND						8,342.40	
Fund 701 TRUST & AGENCY FUND							
Dept 000.000	ASSETS, LIABILITIES & REVENUE						
701-000.000-254.000-D	SPR - DEXTTECH	CARLISLE-WORTMAN ASSO	PLANNING	2135-166	05/20/13	80.00	39612

User: erin
DB: Dexter

EXP CHECK RUN DATES 05/09/2013 - 05/22/2013
JOURNALIZED OPEN AND PAID

BANK CODE: POOL

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 701 TRUST & AGENCY FUND							
Dept 000.000	ASSETS, LIABILITIES & REVENUE						
701-000.000-254.000-D	SPR - DEXTECH	ORCHARD, HILTZ & MCCL	INVOICES THRU 4/6/2013	05/22/13	05/20/13	978.25	39638
701-000.000-254.000-D	SITE PLAN REVIEW DEPOSIT	ORCHARD, HILTZ & MCCL	INVOICES THRU 4/6/2013	05/22/13	05/20/13	791.25	39638
701-000.000-254.000-D	SPR - DEXTER WELLNESS	CARLISLE-WORTMAN ASSO	2740 BAKER	2135-167	05/20/13	145.00	39612
701-000.000-254.000-D	SPR - DEXTER WELLNESS	CARLISLE-WORTMAN ASSO	DEXTER DOWN TOWN CENTER BLDG 3	2135-168	05/20/13	440.00	39612
701-000.000-254.000-D	SPR - DEXTER WELLNESS	ORCHARD, HILTZ & MCCL	INVOICES THRU 4/6/2013	05/22/13	05/20/13	1,019.50	39638
701-000.000-254.000-U	SPR - UMRC CEDARS OF DEX	ORCHARD, HILTZ & MCCL	INVOICES THRU 4/6/2013	05/22/13	05/20/13	123.00	39638
701-000.000-255.000	CUSTOMER DEPOSITS	ANN ARBOR LANDSCAPING	TREE WORK	05/20/13	05/20/13	750.00	39607
Total For Dept 000.000 ASSETS, LIABILITIES & REV						4,327.00	

Total For Fund 701 TRUST & AGENCY FUND

4,327.00

Fund Totals:

Fund 101	GENERAL FUND	69,616.35
Fund 202	MAJOR STREETS FUND	5,121.22
Fund 203	LOCAL STREETS FUND	21,887.17
Fund 204	MUNICIPAL STREETS	637.39
Fund 402	EQUIPMENT REPLACEMENT FUND	464.21
Fund 403	SRF PROJECT FUND	54,514.28
Fund 590	SEWER ENTERPRISE FUND	23,663.56
Fund 591	WATER ENTERPRISE FUND	8,342.40
Fund 701	TRUST & AGENCY FUND	4,327.00

Total For All Funds:

188,573.58



AGENDA 5-28-13
ITEM K-1

RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
BUREAU OF CONSTRUCTION CODES
- IRVIN J. POKE
DIRECTOR

STEVE ARWOOD
DIRECTOR

May 17, 2013

Carol Jones, Clerk
Village of Dexter
8140 Main
Dexter, MI. 48130

Nancy Hedberg, Clerk
Scio Township
827 North Zeeb
Ann Arbor, MI. 48103

Mary Heller, Clerk
Webster Township
5665 Webster Church Rd.
Dexter, MI. 48130

Lawrence Kestenbaum, Clerk
Washtenaw County
200 N. Main, P.O. Box 8645
Ann Arbor, MI. 48107

State Boundary Commission Docket #10-I-2
Election of Charter Commissioners

Dear Clerks:

The Boundary Commission received a certified canvass of votes for the May, 7, 2013 referendum on the proposed incorporation of the Village of Dexter and land in Scio and Webster Townships as a home rule city. The election results certify that a majority of the electors in the area proposed to be incorporated voted in favor (460-408) of continuing the incorporation proceedings.

The next step is the election of 9 charter commissioners. The Boundary Commission Act (MCL 123.1010), the Home Rule City Act (MCL 117.1 et seq, including MCL 117.10 and MCL 117.15) and the Michigan Election Law (MCL 168.1 et seq) provide the manner for charter commissioner elections and proceedings.

The effective date of the Order signed by the Director of the Department of Licensing and Regulatory Affairs approving the city incorporation of Dexter is May 24, 2013. The Boundary Commission Act (MCL 123.1010(6)) provides that if a charter is not adopted by the voters after two attempts or within three years from the date of the order, the incorporation proceedings are ended. This three-year time window will expire May 24, 2016.

Please certify to the State Boundary Commission the 9 persons receiving the highest number of votes cast so that the Boundary Commission staff may serve notice on those elected as charter commissioners that they must convene within 10 days and furnish a certificate of compliance to the Boundary Commission as required by Boundary Commission Administrative Rules.

If you have any questions, please contact me.

Kevin O'Brien, P.S.
Office of Land Survey and Remonumentation
State Boundary Commission
2501 Woodlake Circle
Okemos, MI. 48864
(517) 241-6321

Providing for Michigan's Safety in the Built Environment

LARA is an equal opportunity employer
Auxiliary aids, services and other reasonable accommodations are available upon request to individuals with disabilities.
P.O. BOX 30254 • LANSING, MICHIGAN 48909
www.michigan.gov/bcc • Telephone (517) 241-9302 • Fax (517) 241-9570

AGENDA 5-28-13

ITEM 6.1

VILLAGE OF DEXTER

ddettling@dextermi.gov

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: May 28, 2013
Re: Street Lighting Standard within the DDA District

Included with this memo is the packet of information that was provided at the last Council meeting as a discussion item. This is on the agenda as a consideration item.

As a follow-up to the Village Council discussion, the DDA discussed the Street Light Standard at their meeting on May 15, 2013. The DDA made a motion to advise Village Council that the DDA supports the position that Ornamental Street Lights should not be a Private Developer's responsibility in the DDA District.

In light of the DDA comments there appear to be several options on this topic. Below is a summary of the options.

- **Amend the wording on item #3 of the Street Lighting Standard in the Village Engineering Standard to shift the responsibility of Street Lights in the DDA District to the DDA. Other parts of Section H are necessary and provide general guidance for Ornamental Street lighting Standards. The site plan review process also contains lighting requirements, see Zoning Ordinance 3.19 attached.**

H. Streetlights:

1. Ornamental streetlights are to be used within the boundary of the Downtown District Authority (DDA). Cutoffs shall be provided on each ornamental streetlight. Details for the ornamental streetlights and cutoffs approved by the Village can be found in the Appendix A.
 2. Ornamental streetlights shall be LED.
 3. ~~When an applicant proposes improvements to a property within the DDA boundary, ornamental streetlights shall be placed within the right-of-way along the road frontage as part of the improvements. The developer shall provide a connection to the closest available light or handhole on the side of the street on which the development is proposed. The work shall include the installation of conduit across the entire frontage of the property to facilitate adjacent expansions. Once installed, the Village will accept responsibility of the streetlights as part of the dedication process.~~
 4. Cable shall be 600V within 1-1/2" Schedule 40 PVC buried conduit. Conduit shall be provided a minimum of 2' cover and shall be placed behind the back of curb."
- **Temporarily Suspend item #3 of the Street Lighting Standard, but require the Developer to either; install conduit, sign a deferral or provide a performance guarantee. Allison drafted a sample deferral policy that is similar to the sidewalk deferral for your review.**
 - **Temporarily Suspend Street Lighting Standard without a Developer obligation and require that the DDA create a lighting plan for the DDA District.**

DRAFT



VILLAGE OF DEXTER

8140 Main Street • Dexter, Michigan 48130-1092 • (734) 426-8303 • Fax (734) 426-5614

Village of Dexter Street Light Installation Deferral Policy Adopted _____

This policy shall serve as an explanation of the Village's position on the deferral of required street light installation.

Any development within the Village required to install street lights within the public right of way may be permitted to defer the installation **ONLY** under one of the following circumstances:

1. A construction project is proposed in area and installation deferment would be preferred.
2. A long range plan has not been established to specify spacing and/or placement of the street lighting.
3. The street lights are within an area in which alternative funding, such as the Downtown Development Authority, Special Assessment District and/or Village Funded Project is proposed.

Street light installation deferral is permitted by the Village; however deferrals will be limited to a time in which a long range plan can be developed by the Village and/or Downtown Development Authority. A long range plan will permit the Village and/or Downtown Development Authority to review the standards and specifications for consistent implementation of the desired streetscape.

The Village will send notification/Order to Construct to the above stated address upon completion of a long range plan and/or determination of the funding mechanism that will be used to fund the improvements. The undersigned acknowledges that if the street lights are not installed within the required time, as identified by the Village and the Action Plan included in the long range plan for implementation that the Village will proceed with collection measures necessary to assure the Deferral Agreement and Street Lighting requirement are met.

A signed agreement between the Village and the party responsible for payment or installation of the street lights outlining the terms of the agreement will be required at the time of the issuance of the final zoning compliance.

DRAFT



VILLAGE OF DEXTER

8140 Main Street • Dexter, Michigan 48130-1092 • (734) 426-8303 • Fax (734) 426-5614

Public Street Light Installation Deferral Agreement

In accordance with the Village of Dexter Street Light Installation Deferral Policy adopted on _____,

_____ (name of party responsible for installation of street lights and individual contact information) located at _____ is requesting that the required public street light installation be deferred in accordance with the following schedule:

Date of Issuance of Final Zoning Compliance: _____

The Village will send notification/Order to Construct to the above stated address upon completion of a long range plan and/or determination of the funding mechanism that will be used to fund the improvements. The undersigned acknowledges that if the street lights are not installed within the required time, as identified by the Village and the Action Plan included in the long range plan for implementation that the Village will proceed with collection measures necessary to assure the Deferral Agreement and Street Lighting requirement are met.

Upon the responsible parties decision to install street lights a Village of Dexter Right-Of-Way permit shall be submitted to the Village Offices for review and approval of conformance to the Village of Dexter street lighting construction requirements, details and long range street lighting plan.

This agreement is signed this _____ day of _____, _____

Village Manager Signature

Village Manager Print Date

Party Responsible for Installation of Street Lights Signature

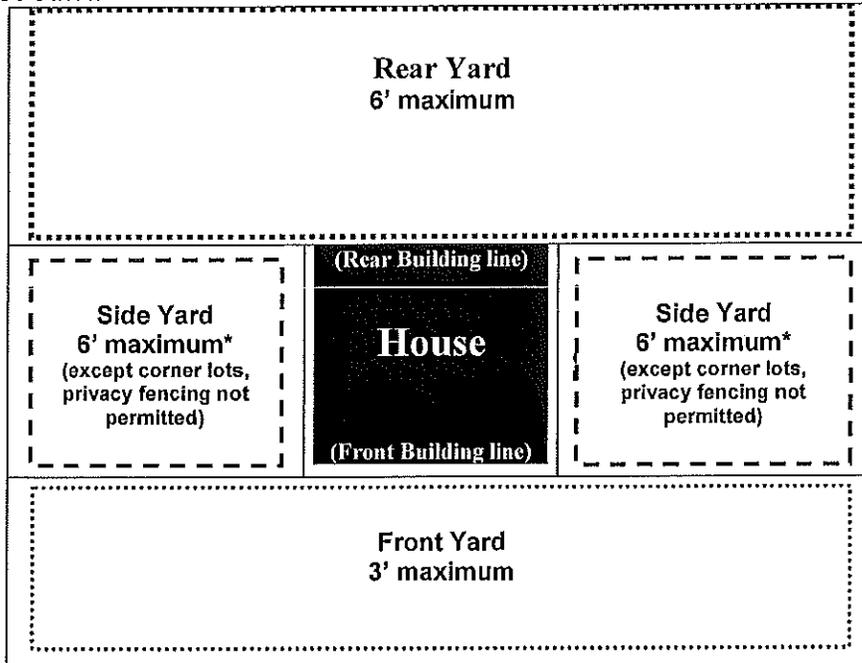
Responsible Party Print Date

General Provisions

on the sides of any fence. Fences protecting public utilities and property may use barbed wire or other security fencing measures.

- J. Maintenance:** All fences shall be maintained in a good condition, in an upright position and shall not constitute an unreasonable hazard. Any fence, which is not maintained, as determined by the Zoning Administrator, shall be removed or replaced (any required fence shall be replaced) at the owner's expense.

Figure 3.17a



Section 3.18 RECREATIONAL VEHICLE PARKING AND STORAGE

The outdoor parking or storage of a mobile home, camper trailer, motor home, race cars, snowmobiles, boats, ATV's and similar recreational vehicles for periods exceeding forty-eight (48) hours in the front yard on lands not approved for such use is prohibited, except that the Zoning Administrator may issue a temporary permit which shall allow the parking of such a recreational vehicle on private property for a period not exceeding two (2) consecutive weeks. Any parked or stored recreational vehicle shall be legally operable and licensed and shall not be connected to any sanitary facilities. Recreational vehicles may be stored over 48 hours provided the vehicles shall be stored only within the confines of the rear yard or side yard when behind the front building line of the principal building; and shall further comply with the side and rear yard setback applicable to accessory buildings.

Section 3.19 EXTERIOR LIGHTING

Site Lighting Requirements: Exterior site lighting shall be permitted in any zoning district subject to the restrictions provided in this section.

General Provisions

A. **Purpose and Intent.** The purpose of this section is to regulate the placement, orientation, distribution patterns, and fixture types of outdoor lighting. The intent of this section is to encourage lighting that provides safety and security; also to prevent glare on public roadways, protect the privacy of residents; and reduce atmospheric light pollution and light trespassing.

B. Definitions:

- 1) **FULLY SHIELDED FIXTURE.** An outdoor lighting fixture that is shielded or constructed so that all light emitted is projected below a horizontal plane running through the lowest part of the fixture.
- 2) **LIGHTING DIAGRAM.** A plan showing all exterior proposed on-site lighting and the area to be illuminated by each lighting source. The lighting diagram will also show proposed site lighting - location, type, height, intensity, direction, and typical details.
- 3) **GLARE.** Light that causes annoyance, discomfort, or loss in visual performance and ability because the luminance is sufficiently greater than the luminance to which the human eyes are adapted.
- 4) **OUTDOOR LIGHTING FIXTURE.** An electrically powered illuminating device or other outdoor lighting fixture including all parts used to distribute the light and/or protect the lamp, permanently installed or portable, used for illumination. Such devices shall include, but are not limited to, search, spot, flood, and area lighting.
- 5) **RECESSED CANOPY FIXTURE.** An outdoor lighting fixture recessed into a canopy ceiling so that the bottom of the fixture is flush with the ceiling.

C. **Outdoor Lighting Compliance Statement.** The applicant for any permit work involving outdoor lighting fixtures governed by this Section shall submit, as a part of the site plan, evidence that the proposed work will comply with this Section. This information shall contain but not be limited to the following:

- 1) The location, height, make, model, lamp type, intensity, direction, and wattage of each outdoor lighting fixture overlaid on the proposed site plan; and
- 2) A photometric lighting diagram indicating the outermost limits of exterior illumination provided by all exterior lighting sources on a site. (in foot candles)
- 3) Additional information that the Village may determine is necessary, including but not limited to illuminance level profiles.

D. **Approved Materials and Methods of Construction.** The provisions of this section are not intended to prevent the use of any design, material, or method of installation or operation not specifically prescribed by this Section, provided any such alternate has been approved. The Village may approve any such proposed alternative provided it:

General Provisions

- 1) Provides at least approximate equivalent to the applicable specific requirement of this Section; and
- 2) Is otherwise satisfactory and complies with the purpose and intent of this Section.

E. General Requirements.

- 1) All outdoor lighting fixtures, including display lighting, shall be turned off after close-of-business, unless needed for safety or security, in which case the lighting shall be reduced to the minimum level necessary as determined by the Village. Outdoor lighting in residential districts shall be exempt from the provisions of this subsection, PROVIDED that any on-site lighting does not project onto adjacent properties or create glare on an adjacent roadway and motorists.
- 2) Auto/Truck filling stations. Island canopy ceiling fixtures shall be recessed.
- 3) Only non-glare, color-corrected lighting shall be permitted. For all non-residential uses, full cutoff shades are required for light sources so as to direct the light onto the site and away from adjoining properties. The light source shall be recessed into the fixture so as not to be visible from off site. Building and pole mounted fixtures shall be parallel to the ground. Wall-pak type lighting shall be prohibited.
- 4) On-site lighting, i.e. parking, building lights, etc. shall conform to the following regulations:
 - a. It is the goal of the Village to minimize lighting levels to reduce off-site impacts, prevent the reflection and glare of light in a manner which creates a nuisance or safety hazard to operators of motor vehicles, pedestrians, and neighboring land uses, and to promote “dark skies” in keeping with the character of the Village.
 - b. When site plan review is required, all lighting, including signage and ornamental lighting, shall be shown on site plans in sufficient detail with appropriate photometric studies to allow determination of the effects of such lighting upon adjacent properties, traffic safety, and overhead sky glow. The objectives of these specific actions are to minimize undesirable on-site effects.
 - c. Lighting for uses adjacent to residentially zoned or used property shall be designed and maintained such that illumination levels do not exceed 0.1 foot-candles along property lines. Lighting for uses adjacent to non-residential properties shall be designed and maintained such that illumination levels do not exceed 0.3 foot-candles along property lines.

Where lighting is required, maximum light levels shall not exceed twenty-five (25) foot-candles directly beneath a light fixture. Lighting levels shall not exceed three (3) foot-candles as measured directly between two (2) fixtures. The Village Council, after receiving a recommendation from the

General Provisions

Planning Commission, may allow for an increased level of lighting above maximum permissible levels when the Council determines that the applicant has demonstrated that such lighting is necessary for safety and security purposes.

For the purposes of this ordinance, all lighting measurements shall be taken at ground level.

- d. For parking lots of less than one hundred (100) parking spaces, lighting fixtures shall not exceed a height of eighteen (18) feet measured from the ground level to the centerline of the light source. For parking lots of more than one hundred (100) spaces, lighting fixtures shall not exceed a height of twenty (20) feet measured from the ground level to the centerline of the light source. The Village Council, after receiving a recommendation from the Planning Commission, may allow a pole height up to twenty-two (22) feet when the Council determines that the applicant has demonstrated that greater height is necessary.
- e. Signs shall be illuminated only in accordance with the regulations set forth in this ordinance. In addition, signs within residential districts shall not be illuminated.
- f. Building or roof-mounted lighting intended to attract attention to the building and/or use and not strictly designed for security purposes shall not be permitted.
- g. Street lighting in all subdivisions, site condominiums, or other development is required. All street lighting shall conform to the Village's Community Street Lighting Program. The Village Council, after receiving a recommendation from the Planning Commission, may allow deviations to Village street lighting standards when the Council determines that the applicant has adequately demonstrated that alternative lighting plans will meet the intent and purpose of this ordinance and will provide sufficient lighting necessary for safety and security purposes.

F. Exemptions. The following uses shall be exempt from the provisions of this ordinance:

- 1) Roadway and airport lighting;
- 2) Temporary circus, fair, carnival, or civic uses;
- 3) Construction or emergency lighting, provided such lighting is temporary and is discontinued immediately upon completion of the construction work or abatement of the emergency necessitating said lighting;
- 4) Temporary lighting and lighting associated with agricultural activities.

Section 3.20 PERFORMANCE STANDARDS

No lot, building, or structure in any district shall be used in any manner so as to create any dangerous, injurious, noxious, or otherwise objectionable element or condition so as to adversely



VILLAGE OF DEXTER - COMMUNITY DEVELOPMENT OFFICE

8140 Main Street • Dexter, Michigan 48130-1092 • (734) 426-8303 • Fax (734) 426-5614

AGENDA 5-13-13

ITEM L-2

Memorandum

Back 5-28-13

To: Village Council and President Keough
Donna Dettling, Village Manager
From: Allison Bishop, AICP, Community Development Manager
Re: Recommendation from the Planning Commission to:
Suspend Section V. H.3 of the Village of Dexter Engineering Standards
Street Lighting Standard within the DDA District
Date: May 8, 2013

Discussion 5-13-13 ✓

Attached is a memo and notes from both the Site Plan Review Committee (SPR) Meeting (May 1, 2013- Dexter Town Center – Building 3) and the Planning Commission meeting (May 6, 2013).

The item was brought up initially at the Site Plan Review Committee meeting given the Dexter Town Center applicant's objection to the Engineering Standard requirement and OHM review comment that required that the developer be required to install street lighting as part of the development of the Dexter Town Center – Building 3.

The 2 sets of meeting notes is an attempt to assist the Council in an understanding of the issue and the discussion that had taken place to date.

It was recommended by the SPR Committee that the Planning Commission discuss the issue and provide a recommendation. The Planning Commission recommended that the standard be suspended temporarily with the following DRAFT motion:

Moved Bell, Support Phillips to recommend that the Village Council temporarily suspend Section V.H.3 Street Lights, of the Village of Dexter Engineering Standards as a review item at this point subject to the DDA and/or Village taking up the issue of the street lighting standard and acting without further delay to address implementation of the standard.

Voice Vote:
YEAS – Wilcox, Phillips, Bell, Semifero, Schmid
NAYS - Kimmel

ACTION REQUESTED

The Village Council is being asked to take action on the suspension at the May 28, 2013 meeting.

Please feel free to contact me with questions.

Thank you.



ARCHITECTS. ENGINEERS. PLANNERS.

May 2, 2013

(Sent via Electronic Mail)
VILLAGE OF DEXTER
8140 Main Street
Dexter, MI 48130

Attention: Ms. Allison Bishop, AICP
Community Development Manager

Regarding: Village of Dexter Engineering Standards
Recommendation to Suspend Section V.H.3 – Street Lights

Dear Ms. Bishop:

As part of our Combined Site Plan review and SPR Committee Meeting on May 1, 2013 for the Dexter Town Center, Building No. 3, it has become apparent that several issues exist related to requirements listed under the Streetlights Section of the Village of Dexter Engineering Standards. Currently, the section in question outlines the following requirements:

“H. Streetlights:

1. Ornamental streetlights are to be used within the boundary of the Downtown District Authority (DDA). Cutoffs shall be provided on each ornamental streetlight. Details for the ornamental streetlights and cutoffs approved by the Village can be found in the Appendix.
2. Ornamental streetlights shall be LED.
3. When an applicant proposes improvements to a property within the DDA boundary, ornamental streetlights shall be placed within the right-of-way along the road frontage as part of the improvements. The developer shall provide a connection to the closest available light or handhole on the side of the street on which the development is proposed. The work shall also include the installation of conduit across the entire frontage of the property to facilitate adjacent expansions. Once installed, the Village will accept responsibility of the streetlights as part of the dedication process.
4. Cable shall be 600V within 1-1/2" Schedule 40 PVC buried conduit. Conduit shall be provide a minimum of 2' cover and shall be placed behind the back of curb.”

DEFICIENCIES IN CURRENT STANDARD

The current standard recommends that any development within the DDA Area (exhibit attached) include Ornamental Street Lights along with associated conduit, handholes and DTE electrical connections. It also asks that lights are connected to the nearest available light. This requirement can pose potential electrical and design issues. Depending on the size of the development, the number of lights could greatly vary. For a small development, the addition of a single light to an existing system may be feasible. However, in a larger development, the load on existing circuits could be substantial and depending on the system to which the developer proposes to connect, ample capacity may not be available on the circuit.

In addition, the requirement to connect to an existing light pole on separate property requires the designer to make assumptions on proposed locations for conduit, handholes as well as future light poles. These assumptions can have negative effects on development of parcels at a later date because driveway locations and other landscape

features may not always be in their current locations. In addition, corridor utility needs must be considered as part of the design.

The lack of a definitive plan for the alignment of conduit and placement of lights and handholes result in a situation where it becomes impossible to direct applicant design engineers as to the exact placement of facilities on their particular site.

RECOMMENDATION TO COUNCIL

Based on the issues described above, it is our recommendation that the requirements described in section V.H.3 are temporarily suspended. We still feel that it is prudent to retain sections 1, 2 and 4 as active as they provide useful information regarding the standard DDA lights, conduit and cable and provide direction to developers should they wish to incorporate these into their design. However, the developer requirements listed under section 3 are believed to require improvements that have not been adequately defined at this point in time.

While we believe that the requirement for public street lighting is in the Village's best interest for safety and corridor aesthetics, the standard as currently written is not reasonably enforceable. As a result, we recommend that the Village Council consider a resolution to temporarily suspend this requirement until such time that adequate corridor designs are present to either enforce this requirement or establish a system wherein developers may provide payment in lieu of installation to the Village prior to Construction.

Should you have any questions, do not hesitate to contact Rhett Gronevelt of me at 734-522-6711.

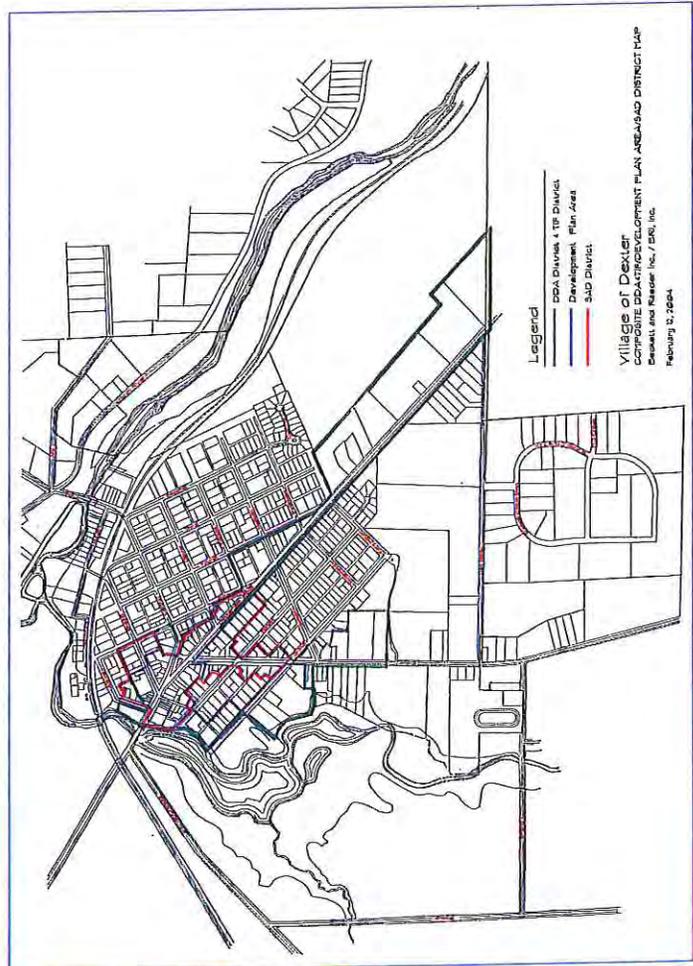
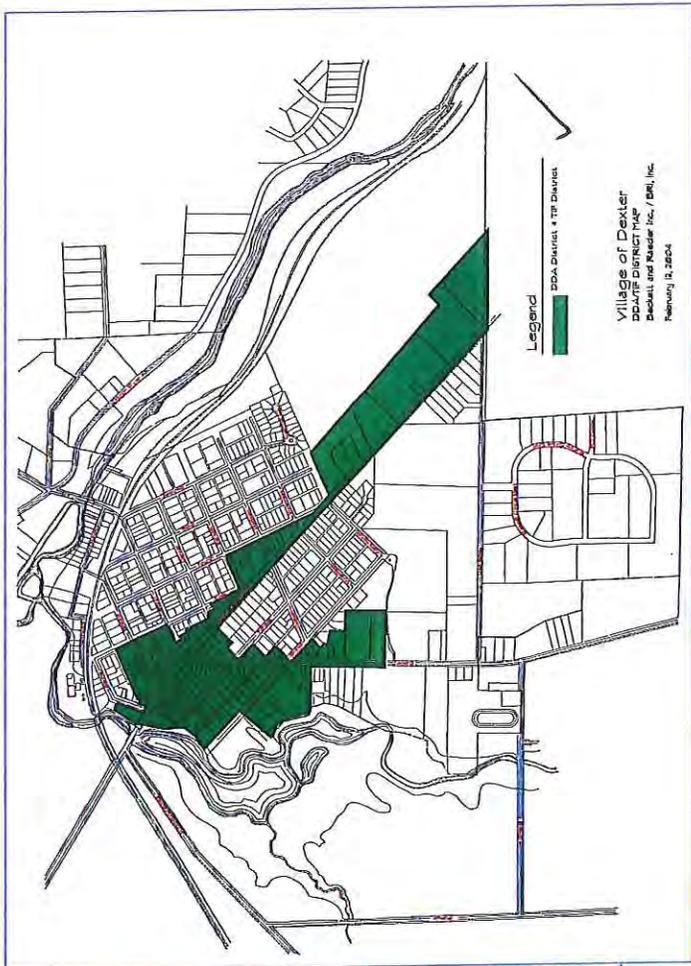
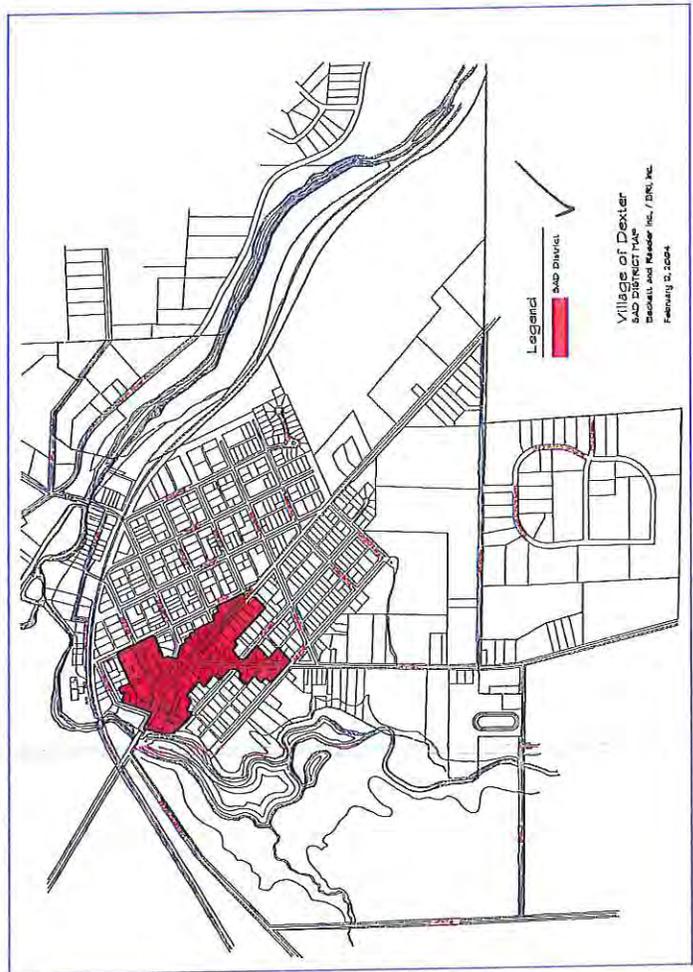
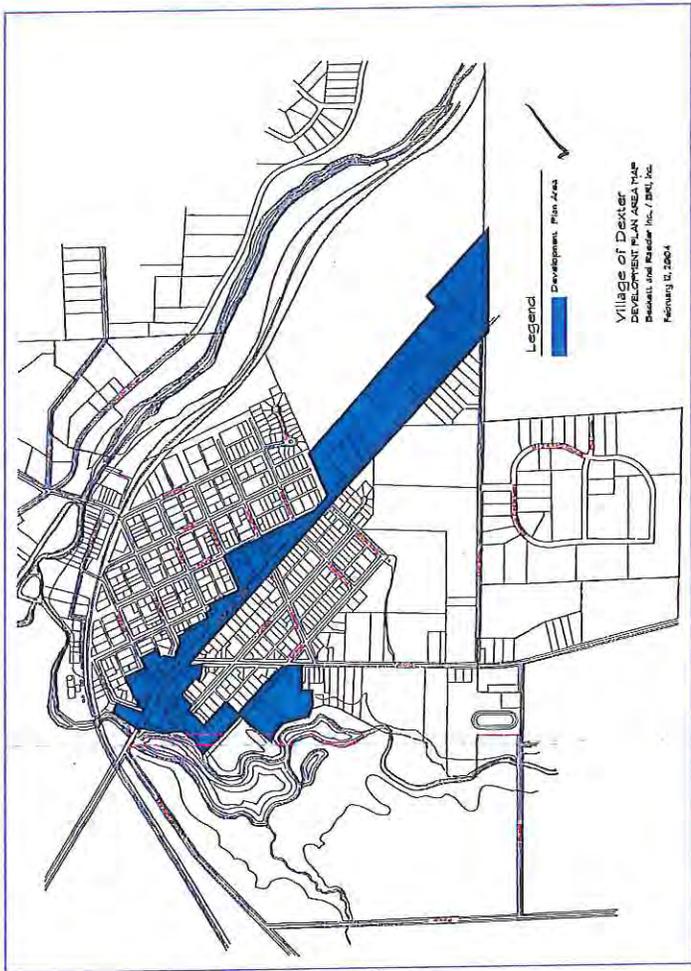
Sincerely,
OHM Advisors



Patrick M. Droze, P.E.
Project Engineer

cc: Donna Dettling, Village Manager
Dan Schlaff, Village Utilities
Steve Brouwer, A.R. Brouwer Co., LLC, 7444 Dexter Ann Arbor Road, Suite F, Dexter, MI 48130
Rhett Gronevelt, P.E., OHM (e-mail)
File

P:\0126_0165\0130130011_General_Services\Street Light Standards\StreetLightSuspension.docx



- h. New sidewalk ramps shall be constructed perpendicular to the centerline of the road across which the crosswalk is extending.
 - i. When a sidewalk ramp is replaced, the receiving sidewalk ramp must also be replaced.
 - j. Striping of crosswalks will be completed as determined by the Streets Administrator and/or the Village Engineer.
2. Sidewalk Inspection: When sidewalks are placed in the public right-of-way, a representative of the Village must be present to inspect the sidewalk installation. Inspection and approval must be obtained prior to and after placing the concrete. For fees associated with sidewalk inspection, see Section F: Fees under Development Requirements and Procedures.

G. Drainage in Right-of-Way:

- 1. Enclosures of existing drainage ditches across the frontage of the site will generally not be allowed. The DPW may, however, require the enclosure if adequate controls on pavements and shoulders cannot be maintained and the health, safety and welfare of the public is endangered.
- 2. Side slopes on open ditch drainage will be three minimum horizontal to one vertical. The ditch bottom will be two (2) feet wide. Open ditch drainage will be permitted only in existing right-of-ways that currently utilize open ditch drainage and where roads do not have curb and gutter.

H. Streetlights:

- 1. Ornamental streetlights are to be used within the boundary of the Downtown District Authority (DDA). Cutoffs shall be provided on each ornamental streetlight. Details for the ornamental streetlights and cutoffs approved by the Village can be found in the Appendix.
- 2. Ornamental streetlights shall be LED.
- 3. When an applicant proposes improvements to a property within the DDA boundary, ornamental streetlights shall be placed within the right-of-way along the road frontage as part of the improvements. The developer shall provide a connection to the closest available light or handhole on the side of the street on which the development is proposed. The work shall also include the installation of conduit across the entire frontage of the property to facilitate adjacent expansions. Once installed, the Village will accept responsibility of the streetlights as part of the dedication process.

4. Cable shall be 600V within 1-1/2" Schedule 40 PVC buried conduit. Conduit shall be provide a minimum of 2' cover and shall be placed behind the back of curb.

Planning Commission Discussion RE: Suspension of the Engineering Standard Street Lighting Standard

Dexter Town Center – Building 3 – Meeting discussion notes

May 6, 2013

Attendees: Marni Schmid, Joe Semifero, Scott Bell, Thom Phillips, Mary Kimmel, Derk Wilcox and Staff Allison Bishop

The Planning Commission was asked to provide a recommendation on the potential suspension of the following Village of Dexter Engineering Standard, based on a recent Site Plan Review Committee meeting for the Dexter Town Center – Building 3 Unit 2 Combined Site Plan.

The suggested suspension discussion was the result of the developer's objection to the installation of street lighting due to a variety of reasons, including the timing of the new standard (adopted in February 2012) and the lack of comprehensive implementation street lighting plan throughout the entire Baker Road Corridor.

The attached OHM memo and SPR Committee Notes were provided to assist in the discussion.

The Planning Commission was asked to provide a recommendation to the Village Council on suspension of the standard. The Village Council will take formal action on the suspension at an upcoming meeting.

The Planning Commission discussion included, but was not limited to the following:

- Discussion about why this is before the Planning Commission – per SPR Committee suggestion – Engineering Standards were reviewed by Planning Commission in December 2011 and January and February 2012.
- Is the reason for the inclusion of the new standard valid or not (why was it included in the engineering standards); DDA intent to install streetscape lighting in DDA and Baker Road Corridor
- Planning Commission input a good thing
- Installation of conduit only was considered; other options for partial compliance included developer escrow deposit for future use or deferral agreement for installation of lighting upon implementation
- What is the plan – need an understanding of what? Location, separation, factors such as curb cuts, lot widths, commercial vs. residential, who and how is the project funded, etc.
- Central Street – street lighting installation paid for by Village, how were locations determined, Central Street from Main to Fifth included in the DDA; Dexter Library and LaFontaine Chevrolet paid for installation by developer; Mugg/Bopps paid for own installation; UBT installation and Dexter Commerce Center light installation costs varied; downtown streetscape lighting paid for by voter approved special assessment district.
- Joe Semifero comments - The fact that there is no plan is reiterated a few times here and should be collected. ("What is the plan – need an understanding of what? Location, separation, factors such as curb cuts, lot widths, commercial vs. residential, who and how is the project funded, etc.," "What are the criteria for rejection of developer proposed layout? Village needs to be able to respond with approval or denial of proposal and the basis for the decision; insufficient standard to meet the needs of the developer and the Village; we cannot explain the

requirement.," The developer does not have the direction necessary to implement the standard and we cannot tell him what we want without further corridor planning.," etc.)

- Village could request that developer proposed plan for installation of street lights to meet the standard; developer to provide proposed layout and rationale for proposed layout.
- What are the criteria for rejection of developer proposed layout? Village needs to be able to respond with approval or denial of proposal and the basis for the decision; insufficient standard to meet the needs of the developer and the Village; we cannot explain the requirement.
- Public utility problem, not a developer problem, no concept or plan for implementation
- The developer does not have the direction necessary to implement the standard and we cannot tell him what we want without further corridor planning.
- The standard was implemented after a majority of the development was complete. 140 feet of the 525 feet of frontage (26%) to be impacted with this phase of the project.
- How do we keep things moving? Escrow, deferral (similar to DAPCO sidewalk deferral), developer proposal, OHM/DDA proposal, installation of conduit
- Should developer have any investment at all in the public utility?
- Without a plan there is not a way to make installation of poles consistent
- Must have a concept; development of the concept should be led by the DDA, not the developer
- Light poles are already there
- Only portion of property that should be in play is in front of the subject building/unit (140 feet of the 525 feet or 26%)
- Each lot is different, commercial or residential, DDA or not (west side of Baker Road residential and not in the DDA), lot widths vary, curb cuts vary, sidewalk location varies, light separation varies (Mugg and Bopps vs. up to Grand Street), Special Assessment District or not
- A long separation between poles will likely be able to get more consistency.
- The subject site plan review (Dexter Town Center Building 3) has brought the issue to light, but this item is not unique to only this development.
- Remove requirement as a review item at this point, subject to further conceptual and design plan development.
- Joe Semifero comments - the expectation is the requirement will be fulfilled at some point, but it should be delayed at this point until it is better defined. I believe Scott's phrase was along the lines of, "Suspending the requirement does not mean the requirement should not be fulfilled, just that it should not be fulfilled now.

The following motion was passed:

Moved Bell, Support Phillips to recommend that the Village Council temporarily suspend Section V.H.3 Street Lights, of the Village of Dexter Engineering Standards as a review item at this point subject to the DDA and/or Village taking up the issue of the street lighting standard and acting without further delay to address implementation of the standard.

Voice Vote:

YEAS – Wilcox, Phillips, Bell, Semifero, Schmid

NAYS - Kimmel

Dexter Town Center – Building 3

May 1, 2013

Site Plan Review Committee Meeting

Attendees: Paul Cousins, Shawn Keough, Donna Fisher, Scott Bell, Pat Droze, Allison Bishop, Steve Brouwer

Brief introductions were made and a sign in sheet was circulated.

The applicant, Steve Brouwer, requested a site plan review committee meeting to review the consultant site plan review comments. Consultant reviews were distributed at the meeting including 2 sets of OHM reviews, one Carlisle Wortman planning review and one DAFD review. Also distributed were copies of the elevation and the site plan dated 4-21-13 was available for review.

Staff gave a brief background of the project and of the outstanding consultant comments.

The discussion included, but was not limited to:

- Remaining consultant comments (2 from engineer and 3 from planner).
- The applicant's main issue was the engineering comment regarding the installation of streetscape lighting along Baker Road.
- * • The applicant objects to the fairness of the requirement to install street scape lighting at the final phase of the project in which no work within the right of way is proposed; the final phase in a 3 phase development and the 2012 engineering standards changes being implemented in the final phase of the project; the lack of an overall streetscape lighting plan, including wiring and layout; the DDA's CIP plan to install lighting in 2016/17; lights would be placed irregular along corridor and separation would be inconsistent; nearest lights being Mugg and Bopps; developers contribution of right of way at no cost to Village; and the general objection that the cost of installation should be passed along to the developer (Village paid for lighting installation along Central Street).
- * • The committee discussed the following: updates to the engineering standards adopted in 2012, street lights were included as a requirement for installation in the DDA, although little thought was placed into the logistics of how the plan would be implemented; streetscape lighting plan has not been completed; comprehensive and consistent spacing is key to successful implementation; desire to work with DTE on locating control boxes and obtaining approvals; DDA involvement in master planning for consistent implementation; funding unknown at this time; DDA CIP slates work for 2016-2018; installation should be coordinated with Federal dollars anticipated in 2017 for Baker Road improvements.
- * • The committee generally agreed that given some of the challenges to implementation and the desire to gain approvals and have a consistent plan for separation and a plan that can be modified as necessary with redevelopment that consideration to suspending the engineering

standard (attached) should be considered by the Planning Commission as an agenda item prior to action on the proposed site plan. It was also generally agreed upon that the discussion should begin at the DDA as soon as possible and that DTE involvement is critical to implementation.

- Staff was then directed to have the Village manager place the item on the DDA agenda and to place discussion of the suspension on the Planning Commission agenda.
- Other items specific to the site plan included, but were not limited to:
 - ZBA approval of rear entry
 - “real” windows – the windows will be standard windows with blinds as necessary for privacy.
 - Elevation/façade comments – the pre-cast stone shown to the left of the entrance is due to the stairwell, no windows permitted. Would the standard brick be preferred, eliminating the pre-cast stone?
 - Brick similar to Pharmacy Building, only slightly different than wellness center.
 - Lighting on the front of the building goose neck fixtures like Pharmacy Building, not as shown on color rendering.
 - Parking lot lighting – more detail was provided by applicant on what lights will be on when. 2 parking lot lights behind pharmacy on 24 hours due to security and several break ins; wellness center parking lots lights proposed to be on 20 minutes prior to opening and 20 minutes after close; 3 parking lot lights behind Building 3 will be on per tenant hours (extended care hours typically close between 8 and 9 pm.)
 - ROW dedication – dedication of the Baker Road ROW from developer to Village will not be prepared by applicant, staff will work through completion prior to project close out.
 - No construction timeline has been prepared at this time, land banked parking will be constructed upon construction of Building 3.

ARCHITECTS. ENGINEERS. PLANNERS.



April 15, 2013

(Sent via Electronic Mail)
VILLAGE OF DEXTER
8140 Main Street
Dexter, MI 48130

Attention: Ms. Allison Bishop, AICP
Community Development Manager

Regarding: Dexter Town Center Unit 3
Combined Site Plan Review No. 1
OHMJN: 0130-13-1001

Dear Ms. Bishop:

The applicant, A. R. Brouwer Co., LLC is proposing the construction of a 10,000 square foot two-story medical office building. The building is located in the Dexter Town Center property located on Baker Road in between Hudson Street and Dan Hoey Road. We have reviewed the site plan in accordance with the Village of Dexter Engineering Standards and have reviewed our findings with staff from the Village Utilities and Public Works. This plan is acceptable from a combined site plan standpoint, however we recommend the following items are addressed prior to submitting final plans.

GENERAL

1. The plans appear to present information from the previously approved site plan for Phase 2 of this development. The existing conditions sheet should be updated to implement record drawing information. The drawings shall also reflect the design changes that occurred during construction on the southeast corner of the property.
2. The overlapping legend and site location map on sheet C-4 shall be addressed.
3. A section of boulder retaining wall is proposed along the northern side of the proposed building. The next submittal shall include structural calculations for the wall. All walls exceeding 18 inches shall include this analysis.
4. The engineering standards require that development within the DDA include decorative lighting within the public right of way. These shall be incorporated for the Dexter Town Center frontage as part of this plan. Standard light poles and luminaires are provided in the Engineering Standards.
5. This application represents the final stage of the Dexter Town Center development. As part of this, the additional right-of-way on Baker Road shall be dedicated to the Village.
6. The plans should include the most up-to-date Village of Dexter standard details and notes. Files can be downloaded at <http://www.dextermi.gov/node/217>.
7. The soil erosion and sedimentation plan shall be revised to have street sweeping occur daily. Street scraping will not be permitted.
8. Prior to completion of the project, we recommend that the detention basin is dredged and catch basins are cleaned to remove any sediments deposited during the prior phases of construction. If the site maintenance was performed during prior phases, records of this work shall be provided.

OHM Advisors
34000 PLYMOUTH ROAD
LIVONIA, MICHIGAN 48150

T 734.522.6711
F 734.522.6427

OHM-Advisors.com

STORM SEWER

9. The material for the storm sewer connecting to structure CB17A shall be specified in plan view.

PERMITS

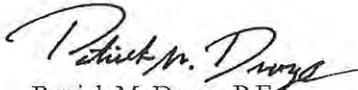
Approval from affected agencies will be required prior to construction. Table 1 includes a summary of permits, waivers or other documents believed to be required for the project as currently proposed. The Applicant shall note that approvals may be required from other agencies and that it is their responsibility to ensure that these agencies are contact and approvals are obtained.

TABLE 1: ANTICIPATED IMPACTED AGENCIES

Permit Agency	Document Required	Status
Washtenaw County Water Resources Commissioner	Soil Erosion and Sedimentation Control Waiver	Unknown
Dexter Area Fire Department	Approval Letter	Unknown

The above comments should be addressed prior to submitting for an additional site plan review. A cover letter indicating how each comment in this letter was addressed should be submitted with the revised plans by the Applicant. Should you have any questions about this review, please feel free to contact me at 734-466-4573 or via e-mail at pat.droze@ohm-advisors.com.

Sincerely,
OHM Advisors



Patrick M. Droze, P.E.
Project Engineer

cc: Donna Dettling, Village Manager
Dan Schlaff, Village Utilities
Don Dettling, DAFD
Steve Brouwer, A.R. Brouwer Co., LLC, 7444 Dexter Ann Arbor Road, Suite F, Dexter, MI 48130
Jonathan Curry, P.E., Professional Engineering Associates, Inc., 2900 E. Grand River Avenue., Howell, MI 48843
Rhett Gronevelt, P.E., OHM (e-mail)
File

P:\0126_0165\SITE_Dexter\2013\0130131001 - Dexter Town Center No. 3 - CSP\Dexter Town Center Unit 3.docx

ARCHITECTS. ENGINEERS. PLANNERS.



April 30, 2013

(Sent via Electronic Mail)
VILLAGE OF DEXTER
8140 Main Street
Dexter, MI 48130

Attention: Ms. Allison Bishop, AICP
Community Development Manager

Regarding: Dexter Town Center Unit 3
Combined Site Plan Review No. 2
OHM JN: 0130-13-1001

Dear Ms. Bishop:

The applicant, A. R. Brouwer Co., LLC is proposing the construction of a 10,000 square foot two-story medical office building. The building is located in the Dexter Town Center property located on Baker Road in between Hudson Street and Dan Hoey Road. We have reviewed the site plan in accordance with the Village of Dexter Engineering Standards and have reviewed our findings with staff from the Village Utilities and Public Works.

The plan was recommended for approval on April 15, 2013 contingent on the resolution of nine items. Revised plans, structural calculations for retaining walls and a response letter were submitted and reviewed by this office in response to these items. We have reviewed the plans and documentation and offer the following comments

GENERAL

1. The response letter indicates that the lighting plan has been updated; however a review of the photometric sheet does not show right-of-way lighting as was requested in our previous review letter. The Applicant shall clarify their intentions related to this item.
2. As noted previously, right-of-way on Baker Road shall be dedicated to the Village. This shall be completed prior to final acceptance of the project; however, we recommend that draft dedication documents are prepared at this time.

PERMITS

Approval from affected agencies will be required prior to construction. Table 1 includes a summary of permits, waivers or other documents believed to be required for the project as currently proposed. The Applicant shall note that approvals may be required from other agencies and that it is their responsibility to ensure that these agencies are contact and approvals are obtained.

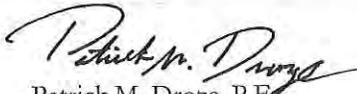
TABLE 1: ANTICIPATED IMPACTED AGENCIES

Permit Agency	Document Required	Status
Washtenaw County Water Resources Commissioner	Soil Erosion and Sedimentation Control Waiver	Unknown
Dexter Area Fire Department	Approval Letter	Unknown

PRE-CONSTRUCTION REQUIREMENTS

Should the Applicant wish to begin construction of the proposed project, all copies permits shall be provided to the Village. In addition, the Applicant shall submit an Engineer's Estimate for the proposed work in accordance with the Village Engineering Standards. A separate letter documenting pre-construction requirements, fees, bonds, and insurance will be provided at that time. Should you have any questions about this review, please feel free to contact me at 734-466-4573 or via e-mail at pat.droze@ohm-advisors.com.

Sincerely,
OHM Advisors



Patrick M. Droze, P.E.
Project Engineer

cc: Donna Dettling, Village Manager
Dan Schlaff, Village Utilities
Don Dettling, DAFD
Steve Brouwer, A.R. Brouwer Co., LLC, 7444 Dexter Ann Arbor Road, Suite F, Dexter, MI 48130
Jonathan Curry, P.E., Professional Engineering Associates, Inc., 2900 E. Grand River Avenue., Howell, MI 48843
Rhett Gronevelt, P.E., OHM (e-mail)
File

P:\0126_0165\SITE_Dexter\2013\0130131001 - Dexter Town Center No. 3 - CSP\Dexter Town Center Unit 3.docx



AGENDA 5-28-13
ITEM L-2

Memorandum

To: Village Council and President Keough
Donna Dettling, Village Manager
From: Allison Bishop, AICP, Community Development Manager
Re: Consideration of:
Dexter Town Center –Building 3 – Combined Site Plan Approval #2013-01
Date: May 22, 2013

REVIEW

Included in your packet is the site plan for the Dexter Town Center – Building 3 dated 4-21-13. The building is the final phase in the 3 phase Dexter Wellness Center Redevelopment Project.

Pursuant to Section 21.05 of the Village of Dexter Zoning Ordinance staff has authorized the applicant to submit for combined preliminary and final site plan due to a bulk of the site improvements being complete, including public utilities, parking, and storm water management. Please note that proposed building is to be located on the only remaining building pad immediately adjacent to Baker Road and south of the Dexter Pharmacy Building. Please also note that the site plan is combined preliminary and final and that Village Council will NOT see the site plan again following a recommendation to Council.

Dexter Town Center – Building 3, 2740 Baker Road, is located within the Baker Road Corridor... The applicant is proposing to construct a 20,000 square foot building, 2 story (10,000 square feet per story) building on the remaining building pad.

The following information is included in the packet for your review.

- Site plan dated 4-21-13
- Application
- Consultant reviews
- March 13, 2013 Pre application meeting notes
- ZBA Notice of Decision for the variance request from Section 15(D).02(A)1
- May 1, 2013 Site Plan Review Committee notes
- Building Floor Plans and Elevations
- Applicant’s revised site plan response letter

Please note that the applicant was granted a waiver from Section 15(D).02(A)1, which states: Buildings shall front towards and have at least one (1) pedestrian entrance facing onto the public street. The Planning Commission may permit buildings which face towards a side yard, provided that defined pedestrian access routes are provided to the public street and features such as those described above are provided along walls that face the public street.

PLANNING COMMISSION DECISION

On May 6, 2013 the Planning Commission recommended approval of the combined site plan for Dexter Town Center – Building 3 with the following motion:

Moved Schmid, support Bell, Based upon the information received from the applicant, reflected in minutes of this meeting, and in conformance with Section 21.04(E)3 of the Village of Dexter Zoning Ordinance, the Planning Commission finds the Dexter Town Center Building 3 combined site plan dated 4-21-13 meets the requirements to recommend the combined site plan.

In making this determination, the following additional conditions shall apply:

1. Applicable concerns noted in the planning consultant, engineering consultant and DAFD reviews included in the May 6, 2013 Planning Commission packet.

The discussion included, but was not limited to the following:

- Staff gave a brief overview of the consultant review comments, the pre application meeting, the ZBA waiver and decision, and the site plan review committee meeting notes.
- Staff referenced the additional parking lot lighting information provided by the applicant.
- Street lighting installation requirement – The Planning Commission discussed the review comment from the Village Engineer referencing the requirement to install street lights along the frontage of the property. A suspension of the regulation was previously recommended, however at this time (prior to Council action) the Planning Commission does not have the authority to eliminate the requirement. The Planning Commission discussed some conformance with the standard, however only options for conformance. Options included installation of conduit across the subject parcel frontage (140 feet), deferral agreement, and performance escrow. The Commission agreed that any obligation should only be across the subject Building 3 property.
- Building lighting was discussed and the applicant shared the updated façade plan as shown in the submitted site plan, but different from the color rendering included in the packet. The façade lighting is a combination of gooseneck fixtures like the Pharmacy Building and wall sconces. Fixtures seem appropriate to the façade.
- Architectural comments – the initial submittal has pre cast stone on the elevator shaft – windows have now been added in the location and is preferred by the Planning Commission.
- EIFS – The use of EIFS on the entry canopy was discussed. Staff reviewed the ordinance and confirmed that the use was permitted because it was less than 5% of the total and there is no height requirement on where EIFS is used.
- Last building site of the 3 phase project, utility installation, parking, dumpsters, detention, and other site considerations primarily complete with first 2 phases.
- Land banked parking to be constructed with Building 3.

RECOMMENDATION

Per Section 21.04(E)3 the Planning Commission shall consider the following standards when reviewing a combined site plan:

- a. That the final site plan conforms to the preliminary site plan as approved by the Village Council;
- b. That the plan meets all applicable standards in Section 21.04D(2). herein;

- c. That the plan meets the specifications of Dexter Village for fire and police protection, water supply, sewage disposal or treatment, storm drainage, and other public facilities and services, and has been reviewed by the Village Planner, Village Fire Chief and the Village Engineer;
- d. That the proposed development will not cause soil erosion or sedimentation problems;
- e. That the drainage plan for the proposed development is adequate to accommodate anticipated storm water runoff and will not cause undue runoff onto neighboring property or overloading of watercourses in the area; that the proposed development is coordinated with improvements serving the subject property and with the other developments in the general vicinity;
- f. That outside lighting will not adversely affect adjacent or neighboring properties, or traffic on adjacent streets;
- g. That outdoor storage of garbage and refuse is contained, screened from view, and located so as not to be a nuisance to the subject property or neighboring properties;
- h. That grading or filling will not destroy the character of the property or the surrounding area and will not adversely affect the adjacent or neighboring properties;
- i. That parking layout will not adversely affect the flow of traffic within the site or to and from the adjacent streets;
- j. That the plan meets the standards of other government agencies, where applicable, and that the approval of these agencies has been obtained or is assured; and
- k. That the plan provides for the proper expansion of existing public streets serving the site, where applicable.
- l. That the plan meets all other requirements /standards established by the Village of Dexter.

SUGGESTED MOTIONS

Based upon the information received from the applicant, reflected in minutes of this meeting, and in conformance with Section 21.04(E)3 of the Village of Dexter Zoning Ordinance, and the recommendation of the Planning Commission, the Village Council finds the Dexter Town Center Building 3 combined site plan dated 4-21-13 (meets / fails to meet) the requirements to recommend the combined site plan.

In making this determination, the following additional conditions shall apply:

1. Applicable concerns noted in the planning consultant, engineering consultant and DAFD reviews included in the May 28, 2013 Village Council packet.
2. _____
3. _____

OR

Move to **postpone** the action on the Dexter Town Center Building 3 combined site plan dated 4-21-13 until _____ (date) _____, to allow the applicant and Village Council time to address the following items:

1. Addressing applicable outstanding engineering, planning consultant and Fire Department comments.
2. _____

Please contact me prior to the meeting with questions.

Thank you.

**VILLAGE OF DEXTER
SITE PLAN REVIEW & SPECIAL USE APPLICATION**

See Fee Schedule for Details; Receipt #: 198091 Date Rec'd: 3/25/13

Application is being made for: Preliminary Site Plan Review; Final Site Plan Review
 Combined Site Plan Special Use Permit

<u>2740 Baker Road, Dexter, MI 48130</u>	<u>HD-08-06-455-002</u>	<u>Commercial/General Business</u>	<u>C-1</u>
Property Address	Tax Code I.D.	Proposed Use	Zoning District
<u>BST Investments, LLC 7444 Dexter-Ann Arbor Road, Suite F Dexter, MI 48130</u>			<u>(734) 426-9980</u>
Property Owner, Address, City, State, Zip			Phone
<u>Steve Brouwer 7444 Dexter-Ann Arbor Road, Suite F Dexter, MI 48130</u>			<u>(734) 426-9980</u>
Applicant, Address, City, State, Zip			Phone
<u>Steve Brouwer 7444 Dexter-Ann Arbor Road, Suite F Dexter, MI 48130</u>			<u>(734) 426-9980</u>
Representative, (e.g. Engineer), Address, City, State, Zip			Phone

Regulations and Standards (applicant must complete):
 Applicable standards must be noted on site plan.

	<u>Plan Submitted</u>	<u>Requirement</u>	
1. Front Yard Setback (ft)	<u>8'</u>	<u>25'</u>	() check here if corner lot
2. Side Yard Setback (ft)	<u>25.25'(one) 161.67total</u>	<u>10'(one) 20total</u>	
3. Rear Yard Setback (ft)	<u>103.36'</u>	<u>25'</u>	
4. Lot Coverage (%) (7a/6)	<u>22.3%</u>		
5. Height (ft)	<u>30'</u>		
6. Total Site Area (ft)	<u>310,493 SF (NET MINUS PROPOSED RIGHT OF WAY)</u>		
7. a. Blg. Coverage / b. Floor Area(ft)	<u>90,223 SF</u>	<u>NA PER C-1 REGULATIONS</u>	
8. Floor Area Ratio (%) (7b/6)	<u>29.1%</u>		
9. Total Paved area (ft)	<u>123,055 SF</u>		
10. Total Impervious Cov. (7a+9)/6	<u>62%</u>		
11. # Parking Stalls	<u>254 + 23 add'l = 277</u>	<u>323</u>	
12. Density (6/13)	<u>NA</u>		
13. # Units (residential Only)	<u>NA</u>		
14. For Multi-Family: efficiency	<u>NA</u>		
1 bedroom	<u>NA</u>		
2 bedroom	<u>NA</u>		

VILLAGE OF DEXTER
SITE PLAN REVIEW & SPECIAL USE APPLICATION

See Fee Schedule for Details; Receipt #: _____ Date Rec'd: _____

Additional required information for Special Use Permit: NA

15. Statement describing the use proposed. This should include information about the hours of operation, number of employees and clients, type of programming or services, traffic expected to be generated, and any other pertinent information and/or site development characteristics.
16. All applications are presented to the Planning Commission at a public hearing for a recommendation prior to begin forwarded to the Village Council for final consideration. Therefore, all applications must be submitted 4 weeks prior to 1st Monday of month in order to ensure proper notice time and preparation time. Incomplete applications cannot be processed.

[Signature] 3/25/13
Owner's Signature Date

[Signature] 3/25/13
Applicant's Signature Date

STAFF REVIEW:

Planning Commission review date: 5/6/13

Council review date: _____

ZPA Case 20B-03 - Approved

Date _____ Approved _____
Denied _____

APPROVAL STAMP

Reviewed by: _____

REASONS FOR DENIAL:

EXISTING NONCONFORMITY'S/ VARIANCES GRANTED:



Site Entrance and proposed sidewalk installation



Northwest corner of proposed building site, facing southeast



Grade change between public sidewalk and building pad, south facing



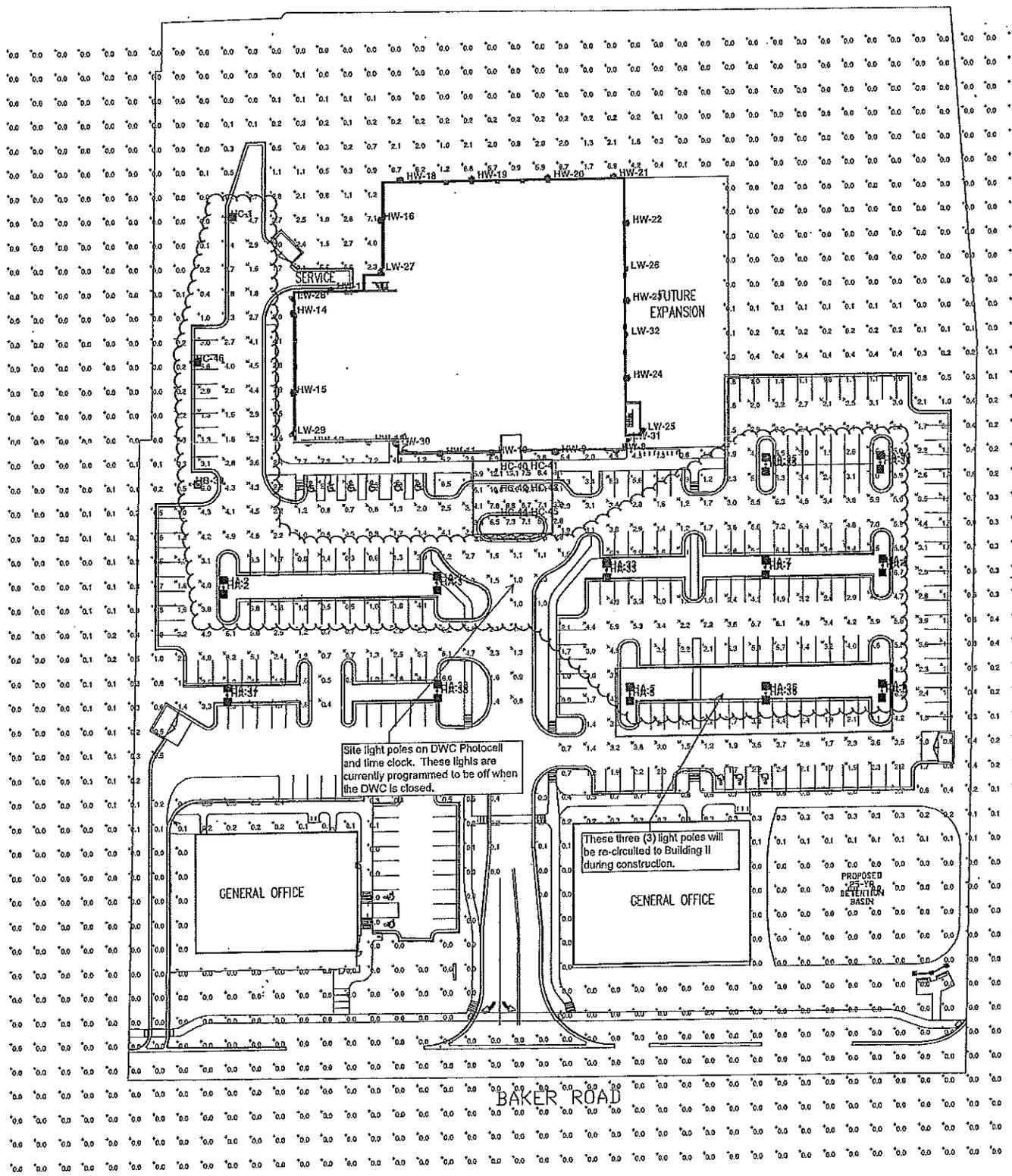
Grade change between public sidewalk and building pad, north facing



Approximate Building entrance as proposed



Proposed rear parking at proposed building entrance



OVERALL LTG VALUES AT GRADE
Scale 1"=40'



ARCHITECTS. ENGINEERS. PLANNERS.

April 15, 2013

(Sent via Electronic Mail)
VILLAGE OF DEXTER
8140 Main Street
Dexter, MI 48130

Attention: Ms. Allison Bishop, AICP
Community Development Manager

Regarding: Dexter Town Center Unit 3
Combined Site Plan Review No. 1
OHM JN: 0130-13-1001

Dear Ms. Bishop:

The applicant, A. R. Brouwer Co., LLC is proposing the construction of a 10,000 square foot two-story medical office building. The building is located in the Dexter Town Center property located on Baker Road in between Hudson Street and Dan Hoey Road. We have reviewed the site plan in accordance with the Village of Dexter Engineering Standards and have reviewed our findings with staff from the Village Utilities and Public Works. This plan is acceptable from a combined site plan standpoint, however we recommend the following items are addressed prior to submitting final plans.

GENERAL

1. The plans appear to present information from the previously approved site plan for Phase 2 of this development. The existing conditions sheet should be updated to implement record drawing information. The drawings shall also reflect the design changes that occurred during construction on the southeast corner of the property.
2. The overlapping legend and site location map on sheet C-4 shall be addressed.
3. A section of boulder retaining wall is proposed along the northern side of the proposed building. The next submittal shall include structural calculations for the wall. All walls exceeding 18 inches shall include this analysis.
4. The engineering standards require that development within the DDA include decorative lighting within the public right of way. These shall be incorporated for the Dexter Town Center frontage as part of this plan. Standard light poles and luminaires are provided in the Engineering Standards.
5. This application represents the final stage of the Dexter Town Center development. As part of this, the additional right-of-way on Baker Road shall be dedicated to the Village.
6. The plans should include the most up-to-date Village of Dexter standard details and notes. Files can be downloaded at <http://www.dextermi.gov/node/217>.
7. The soil erosion and sedimentation plan shall be revised to have street sweeping occur daily. Street scraping will not be permitted.
8. Prior to completion of the project, we recommend that the detention basin is dredged and catch basins are cleaned to remove any sediments deposited during the prior phases of construction. If the site maintenance was performed during prior phases, records of this work shall be provided.

OHM Advisors
34000 PLYMOUTH ROAD
LIVONIA, MICHIGAN 48150

T 734.522.6711
F 734.522.6427

OHM-Advisors.com

STORM SEWER

9. The material for the storm sewer connecting to structure CB17A shall be specified in plan view.

PERMITS

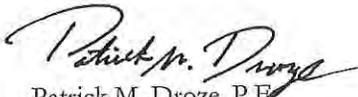
Approval from affected agencies will be required prior to construction. Table 1 includes a summary of permits, waivers or other documents believed to be required for the project as currently proposed. The Applicant shall note that approvals may be required from other agencies and that it is their responsibility to ensure that these agencies are contact and approvals are obtained.

TABLE 1: ANTICIPATED IMPACTED AGENCIES

Permit Agency	Document Required	Status
Washtenaw County Water Resources Commissioner	Soil Erosion and Sedimentation Control Waiver	Unknown
Dexter Area Fire Department	Approval Letter	Unknown

The above comments should be addressed prior to submitting for an additional site plan review. A cover letter indicating how each comment in this letter was addressed should be submitted with the revised plans by the Applicant. Should you have any questions about this review, please feel free to contact me at 734-466-4573 or via e-mail at pat.droze@ohm-advisors.com.

Sincerely,
OHM Advisors



Patrick M. Droze, P.E.
Project Engineer

cc: Donna Dettling, Village Manager
Dan Schlaff, Village Utilities
Don Dettling, DAFD
Steve Brouwer, A.R. Brouwer Co., LLC, 7444 Dexter Ann Arbor Road, Suite F, Dexter, MI 48130
Jonathan Curry, P.E., Professional Engineering Associates, Inc., 2900 E. Grand River Avenue., Howell, MI 48843
Rhett Gronevelt, P.E., OHM (e-mail)
File

P:\0126_0165\SITE_Dexter\2013\0130131001 - Dexter Town Center No. 3 - CSP\Dexter Town Center Unit 3.docx



ARCHITECTS. ENGINEERS. PLANNERS.

April 30, 2013

(Sent via Electronic Mail)
VILLAGE OF DEXTER
8140 Main Street
Dexter, MI 48130

Attention: Ms. Allison Bishop, AICP
Community Development Manager

Regarding: Dexter Town Center Unit 3
Combined Site Plan Review No. 2
OHM JN: 0130-13-1001

Dear Ms. Bishop:

The applicant, A. R. Brouwer Co., LLC is proposing the construction of a 10,000 square foot two-story medical office building. The building is located in the Dexter Town Center property located on Baker Road in between Hudson Street and Dan Hoey Road. We have reviewed the site plan in accordance with the Village of Dexter Engineering Standards and have reviewed our findings with staff from the Village Utilities and Public Works.

The plan was recommended for approval on April 15, 2013 contingent on the resolution of nine items. Revised plans, structural calculations for retaining walls and a response letter were submitted and reviewed by this office in response to these items. We have reviewed the plans and documentation and offer the following comments

GENERAL

1. The response letter indicates that the lighting plan has been updated; however a review of the photometric sheet does not show right-of-way lighting as was requested in our previous review letter. The Applicant shall clarify their intentions related to this item.
2. As noted previously, right-of-way on Baker Road shall be dedicated to the Village. This shall be completed prior to final acceptance of the project; however, we recommend that draft dedication documents are prepared at this time.

PERMITS

Approval from affected agencies will be required prior to construction. Table 1 includes a summary of permits, waivers or other documents believed to be required for the project as currently proposed. The Applicant shall note that approvals may be required from other agencies and that it is their responsibility to ensure that these agencies are contact and approvals are obtained.

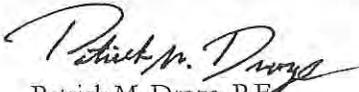
TABLE 1: ANTICIPATED IMPACTED AGENCIES

Permit Agency	Document Required	Status
Washtenaw County Water Resources Commissioner	Soil Erosion and Sedimentation Control Waiver	Unknown
Dexter Area Fire Department	Approval Letter	Unknown

PRE-CONSTRUCTION REQUIREMENTS

Should the Applicant wish to begin construction of the proposed project, all copies permits shall be provided to the Village. In addition, the Applicant shall submit an Engineer's Estimate for the proposed work in accordance with the Village Engineering Standards. A separate letter documenting pre-construction requirements, fees, bonds, and insurance will be provided at that time. Should you have any questions about this review, please feel free to contact me at 734-466-4573 or via e-mail at pat.droze@ohm-advisors.com.

Sincerely,
OHM Advisors



Patrick M. Droze, P.E.
Project Engineer

cc: Donna Dettling, Village Manager
Dan Schlaff, Village Utilities
Don Dettling, DAFD
Steve Brouwer, A.R. Brouwer Co., LLC, 7444 Dexter Ann Arbor Road, Suite F, Dexter, MI 48130
Jonathan Curry, P.E., Professional Engineering Associates, Inc., 2900 E. Grand River Avenue., Howell, MI 48843
Rhett Gronewelt, P.E., OHM (e-mail)
File

P:\0126_0165\SITE_Dexter\2013\0130131001 - Dexter Town Center No. 3 - CSP\Dexter Town Center Unit 3.docx



CARLISLE

WORTMAN
associates, inc.

605 S. Main Street, Ste. 1
Ann Arbor, MI 48104

(734) 662-2200
(734) 662-1935 Fax

Date: April 24, 2013

Combined Preliminary + Final Site Plan Review For Village of Dexter, Michigan

Applicant: Steve Brouwer

Project Name: Dexter Town Center Building #3

Plan Date: February 28, 2013

Location: 2740 Baker Road – East side of Baker between Hudson + Dan Hoey Roads.

Zoning: C-1, General Business / BRC, Baker Road Corridor

Action Requested: In accordance with Section 21.05 of the Zoning Ordinance, the applicant requests to combine the preliminary and final site plan.

Required Information: Deficiencies are noted in the body of the following review.

PROJECT AND SITE DESCRIPTION

The applicant is proposing site plan review and approval of the third phase of the Dexter Town Center Development. Phases 1 (Dexter Pharmacy Building) and Phase 2 (Wellness Center) are both nearly completed. The proposed Building #3 was part of the multi-phase development approved by the Village in 2007. The plan was amended in 2009 and again in 2011.

The proposed 20,000 square foot office building is the final phase of the development project. The proposed office building is located south of the complex drive adjacent to Baker Road. We

note, however, a "future" expansion area shown on the south side of the fitness center that could be developed at a later date.

BAKER ROAD CORRIDOR OVERLAY DISTRICT

As noted in our previous reviews of this project the subject site is within the Baker Road Corridor Overlay District (BRC) (Article XV D.), and is subject to all of its standards. In general, the overall development meets the intent of the BRC to promote a downtown streetscape theme, minimizes curb cuts, and utilizes shared drives. The development should also improve pedestrian access in this area and foster the development of a mixed-use corridor.

The applicant has also applied for a variance to Section 15(D).02 A. 1. which states:

Building Orientation: The intent of the Baker Road Corridor (BRC) is to contribute to the desirability of pedestrian activity within the Baker Road area and to encourage connectivity to the streetscape. Entranceway orientation and proposed flow of pedestrians will contribute towards the desired pedestrian activity and scale described in this section. The following shall be considered:

Buildings shall front towards and have at least one (1) pedestrian entrance facing onto the public street. The Planning Commission may permit buildings which face towards a side yard, provided that defined pedestrian access routes are provided to the public street and features such as those described above are provided along walls that face the public street.

On April 15, 2013, the BZA approved the requested variance for the front building entrance.

AREA, WIDTH, HEIGHT, SETBACKS

The proposed development meets all setback standards for the C-1, General Business district.

	<u>Required</u>	<u>Provided</u>
Lot Area	10,000 s.f.	323,215 s.f. (7.42 acres)
Lot Width	70 feet	525 feet
<u>Setbacks</u>		
Front	Maximum 15 feet*	8 feet
Side	10 feet / 20 feet total	25 feet (existing pharmacy) 136 feet (proposed office building)
Rear	25 feet	103.36 feet (Wellness Center)
Lot Coverage	No Requirement	NA
Building Height	35 feet maximum; 2 ½ stories	31 feet / 2 stories

* The BRC regulations require new buildings to be set back a maximum of fifteen (15) feet.

All of the Village's dimensional requirements have been satisfied.

Items to be Addressed: None.

BUILDING LOCATION AND SITE ARRANGEMENT

The building locations and overall site arrangement are in substantial conformance with the previously approved site plan for this project.

Items to be Addressed: None.

PARKING, LOADING

The parking lot layout has been approved previously, and no modifications are proposed as part of this third phase of the development.

Additional bicycle parking (3 hoops) is demonstrated at the southeast corner of the proposed building; these should be labeled accordingly.

Items to be Addressed: Label bicycle hoops on site plan.

SITE ACCESS AND CIRCULATION

Site access and circulation is unchanged from the previously approved site plan and remain acceptable.

Items to be Addressed: None.

SAFETY PATHS

We note a new sidewalk connecting the parking lot, proposed building entrance and main internal sidewalk south of the complex drive. All other safety paths and sidewalks are acceptable as constructed.

Items to be Addressed: None.

LANDSCAPING

The following comments are based on the proposed landscaping in association with the new office building.

Composition – The landscape plan meets the standards as required by Section 6.02 of the Zoning Ordinance.

Greenbelt Street Trees – No new greenbelt trees are proposed as these were provided in Phase 1 of the development.

Interior Parking Lot Landscaping – No modifications to the existing parking lot or interior landscaping is being proposed as part of this third development phase. The existing interior parking lot landscaping meets or exceeds these standards.

Buffer / Screen – All required buffers and screening have been installed in previous phases of the proposed development.

Dumpster Screening – A dumpster location has been developed for the third building in the second phase of the development at the southwestern corner of the parking lot adjacent to the detention area.

Items to be Addressed: *None.*

LIGHTING

A lighting plan has been provided. Sixteen (16) wall-mounted sconce fixtures are proposed around the perimeter of the proposed office building.

Note that the Zoning Ordinance requires that all outdoor lighting fixtures, including display lighting, be turned off after close of business, unless needed for security purposes. In previous site plan reviews we have requested that the applicant provide a note on the lighting plan regarding how lighting will be reduced during evening hours. Detail of the proposed fixtures and photometric plan are acceptable.

Items to be Addressed: *Ensure the site plan addresses dimming of lights after business hours.*

ESSENTIAL SERVICES

The site is served by water and sanitary sewer service. The proposed uses should not impact Village essential services, i.e. sewer, water, police or fire.

Stormwater will be detained in an on-site detention basin. We defer to the Village Engineer to comment on essential services.

Items to be Addressed: Village Engineer to review proposed essential services.

SIGNS

Sign applications should be provided to the Village at the time of installation.

Items to be Addressed: None.

FLOOR PLAN AND ELEVATIONS

Detailed floor plans and elevations have been provided. The architectural standards of Section 15(D).04 have been met or resolved by variance.

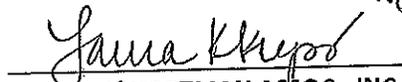
Items to be Addressed: None.

RECOMMENDATIONS

Prior to approval of the final site plan, the comments of this review should be addressed to the satisfaction of the Planning Commission. Our comments are summarized below:

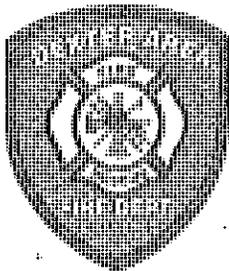
- ✓ 1. Label bicycle hoops on site plan. *Completed - see sheet C-3 plan 2-28-13*
- ✓ 2. Ensure the site plan addresses dimming of lights after business hours. *note # 4 added request applicant provide more detail on all or partial lights or DWV hours*
- ✓ 3. Village Engineer to review proposed essential services.


CARLISLE/WORTMAN ASSOC., INC.
Douglas J. Lewan, PCP, AICP
Principal


CARLISLE/WORTMAN ASSOC., INC.
Laura K. Kreps, AICP

#241-02-1304

cc: Steve Brouwer, 7444 Dexter-Ann Arbor Road, Suite F, Dexter, MI 48130



Dexter Area Fire Department

March 30, 2013

Allison Bishop
Community Development Manager
Village of Dexter
8140 Main St.
Dexter, MI 48130

Subject: Plan review of: Dexter Town Center Building # 3
Plans dated: February 28, 2013

Dear Mrs. Bishop:

The Dexter Area Fire Department (DAFD) has reviewed plans submitted to our Department. We have reviewed these plans with Fire Safety and Prevention in mind. Our resources are the Village's Fire Protection Ordinance and Village's Engineering Standards. Below are our comments.

DAFD Comments: None

Village of Dexter Engineering Standards (as it refers to fire hydrant location & fire department connections): Within Standards

Fire Protection Ordinance: Requirements of this Ordinance will need to be incorporated in future plans before approval: related but not limited to: Knox Box International Fire Code (IFC) Section 506, Addressing IFC Section 505, Minimum Roadway Widths IFC Section D 103, Fire Lane Signage IFC Section 503.3 & D 103, Portable Fire Extinguishers IFC Section 906 Fire Suppression, Fire Alarm Systems and Kitchen Fire Suppression System (if Applicable) IFC 105.7 & Washtenaw County Building Department.
DAFD Requirements: 1) Purchase & Install a Knox Box 2) Submit Fire Alarm, Portable Fire Extinguisher & Suppression Plans for review 3) Fire Department Connection purchase locking caps and sign for above connection. 4) Provide Address of building clearly visible from roadway

DAFD Recommendations: Location of Fire Department Connection appears to be blocked by proposed Landscaping.

Donald Dettling
Fire Inspector

Cc/

Fire Chief Loren Yates

Dexter Town Center – Building 3

March 13, 2013

Pre Application Meeting

Attendees: Matt Kowalski, Derk Wilcox, Julie Knight, Joe Semifero, Allison Bishop, Steve Brouwer

The applicant, Steve Brouwer, requested a pre application meeting to discuss the floor plan and elevation of the proposed Dexter Town Center Building 3. The applicant was requesting feedback on the placement of the main entrance at the rear of the building adjacent to the parking lot.

The discussion included, but was not limited to:

- Discussed the proposed building in relation to the entire 3 building site and parking lot layout.
- The parking lot layout and building layout and needs of the users (medical, i.e. sick)
- The parking adjacent to the pharmacy door, not possible for this building/location
- Building being placed as proposed when initial multi-use/multi-building site was originally approved.
- Options for a fake door on the front of the building would require additional impervious surface due to sidewalk and ramp; grade at street level about 5 feet less than building finished floor; a fake door would be misleading, provide no useful purpose
- Grading at the front of the building is a challenge; steps required like pharmacy; ADA ramp also required and would result in extensive pavement and changes in street frontage
- Sidewalk is provided around the north side of the building for pedestrians to access to all buildings and parking; users of building will likely be drivers, all other buildings designed with sidewalk for pedestrians.
- First Floor medical use – all one user, needs one entrance for safety and privacy
- Second Floor office uses
- Architectural Elements; pre cast stone – comments to provide more windows and details on sides (north and south) of building.
- Building architecture same but different; windows to be standard windows with blinds for privacy
- Use – after hours care possible, not urgent care or walk in clinic
- Building does not appear to have a back side; all facades of building nicely detailed, which meets the goal of the ordinance to not have a rear façade facing the street.
- Patio shown on the south side of the building.
- Same size as pharmacy – 10,000 sq ft +
- Conditions of project warrant variance consideration; do not want to change the ordinance, however this situation, comprehensive site design with multiple uses, shared parking causes a unique circumstance in this case.

- Variance needed from Section 15(D).02(A)1:
 - A. Building Orientation: The intent of the BRC is to contribute to the desirability of pedestrian activity within the Baker Road area and to encourage connectivity to the streetscape. Entranceway orientation and proposed flow of pedestrians will contribute towards the desired pedestrian activity and scale described in this section. The following shall be considered:
 - 1. Buildings shall front towards and have at least one (1) pedestrian entrance facing onto the public street. The Planning Commission may permit buildings which face towards a side yard, provided that defined pedestrian access routes are provided to the public street and features such as those described above are provided along walls that face the public street.
- Building frontage facing a public street, pedestrian entrance at rear, however sidewalk along north side of building to provide pedestrian access to entire site.
- Applicant to apply for variance for April 15, 2013 Meeting – Case #2013-03



NOTICE OF DECISION

TO: Village Council and President Keough
Planning Commission

CC: Dexter Town Center Building 3, 2740 Baker Road, Dexter, MI 48130
Donna Dettling, Village Manager

FROM: Allison Bishop, AICP, Community Development Manager, Village of Dexter

DATE: Thursday, April 25, 2013

RE: ZBA Decision (Case #2013-03)
2740 Baker Road, HD-08-06-455-002

In compliance with the Zoning Board of Appeals Rules of Procedure and Policy, Article III, notice of the following ZBA decisions is given to Village Council and Planning Commission:

Variance Request (ZBA Case #2013-03)

On April 15, 2013, the ZBA reviewed a waiver request submitted by BST Investments for 2740 Baker Road. The waiver was requested from the following section of the Village of Dexter Zoning Ordinance:

Section 15(D).02(A)1 of the Baker Road Corridor Standards - Buildings shall front towards and have at least one (1) pedestrian entrance facing onto the public street. The Planning Commission may permit buildings which face towards a side yard, provided that defined pedestrian access routes are provided to the public street and features such as those described above are provided along walls that face the public street.

PROPOSAL - The applicant is proposing the construction of a new building in the Baker Road Corridor that has the main building entrance facing the parking lot or rear of the building.

The public hearing was opened at 7:02 pm and staff presented the consultant review provided in the packet along with the application materials.

The applicant's representative, Steve Brouwer, made a few comments, including but not limited to: the proposal being the last building in a 3 building campus, limitations associated with the remaining building area, previous reduction of curb cuts from 4 to 1, overall significant site improvements, the shared parking, the location of the parking for the 3rd and final building, the site limitations due to the layout of the detention basin, parking and other buildings, limitations of the site due to compliance with other ordinances in the previous 2 phases of the development, medical use of the building,

typical one entrance for medical buildings, parking in rear so entrance needs to be at the rear of the building, entrance in the front would not be appropriate for the use, visitors of the facility will primarily access the building by vehicle due to medical use, pedestrian access provided on the north side of the building along the entrance drive.

There was no public wishing to comment.

The Board discussion included, but was not limited to: Baker Road Corridor states that entrances shall be on the street, however challenging with the campus type/shared parking layout of this site, review of the Baker Road Corridor Standards may need to be completed to address shared parking and uses, including potential allowances for rear entry in unique cases, Monument Park Building downtown is an example of how 2 entrances would not work in this case, users cannot be permitted to go through and have access through the entire medical facility, dual entries may be possible when there is a lobby concept; complete streets, entrance at the corner of the building could be considered, floor plan layout, site grading, ADA access, additional pedestrian connections and sidewalk connections.

The applicant's response to locating the entry at the northeast corner was the interior layout challenges and the location of the parking not being conveniently accessible to the door thus requiring patients to walk further and not providing a significant improvement to the request.

The Board continued to discuss the health campus and the overall site improvements, such as pedestrian access from Baker Road to the interior of the site, bike racks, WATS review of a bus stop within the site being ideal for users, the Pharmacy's unique parking lot layout, location of the detention basin, the need to be more for thinking when it comes to the layout of campus type sites, including the location of parking, buildings, and detention areas.

The public hearing was closed at 7:36 pm.

ZBA Decision

On April 15, 2013, the Village of Dexter Board of Zoning Appeals moved the following:

Moved Wilcox, supported Carson:

Based on the information provided by the applicant, BST Investments for 2740 Baker Road, HD-08-06-455-002, at the April 15, 2013 Zoning Board of Appeals meeting the Board determines that per Section 24.05 Standards for Variances and Appeals that the request to waive the following section be GRANTED:

Section 15(D).02(A)1 of the Baker Road Corridor Standards - Buildings shall front towards and have at least one (1) pedestrian entrance facing onto the public street. The Planning Commission may permit buildings which face towards a side yard, provided that defined pedestrian access routes are provided to the public street and features such as those described above are provided along walls that face the public street. The applicant is proposing the construction of a new building in the Baker Road Corridor that has the main building entrance facing the parking lot or rear of the building.

The determination was made with consideration of the following per Section 24.05 of the Village of Dexter Zoning Ordinance:

1. Public Safety Welfare
2. No Safety Hazard or Nuisance
3. Relationship to Adjacent Land Uses

Ayes: Wilcox, Hansen, Rush, Carson

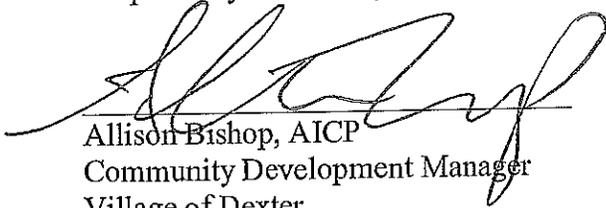
Nays: Bombery

Motion Carried 4-1

Please feel free to contact me with any questions regarding the variance request or decision.

Thank you.

Respectfully submitted,



Allison Bishop, AICP
Community Development Manager
Village of Dexter

Dexter Town Center – Building 3

May 1, 2013

Site Plan Review Committee Meeting

Attendees: Paul Cousins, Shawn Keough, Donna Fisher, Scott Bell, Pat Droze, Allison Bishop, Steve Brouwer

Brief introductions were made and a sign in sheet was circulated.

The applicant, Steve Brouwer, requested a site plan review committee meeting to review the consultant site plan review comments. Consultant reviews were distributed at the meeting including 2 sets of OHM reviews, one Carlisle Wortman planning review and one DAFD review. Also distributed were copies of the elevation and the site plan dated 4-21-13 was available for review.

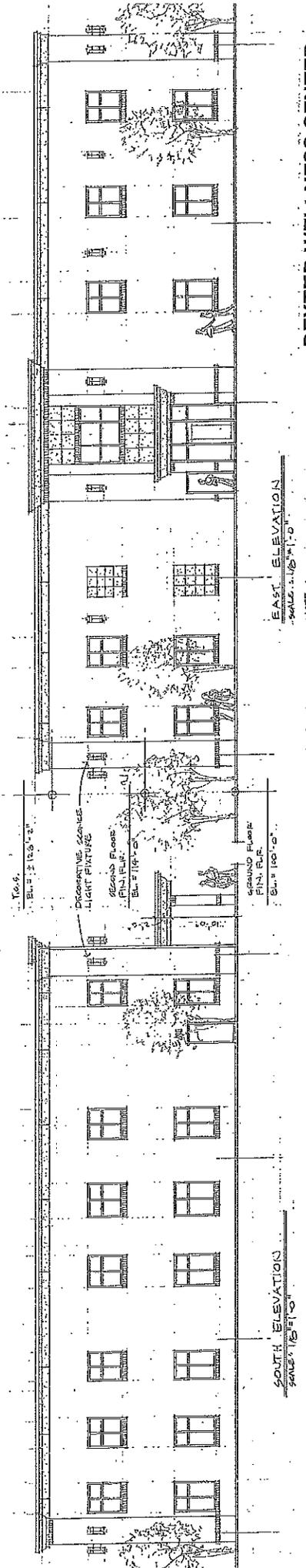
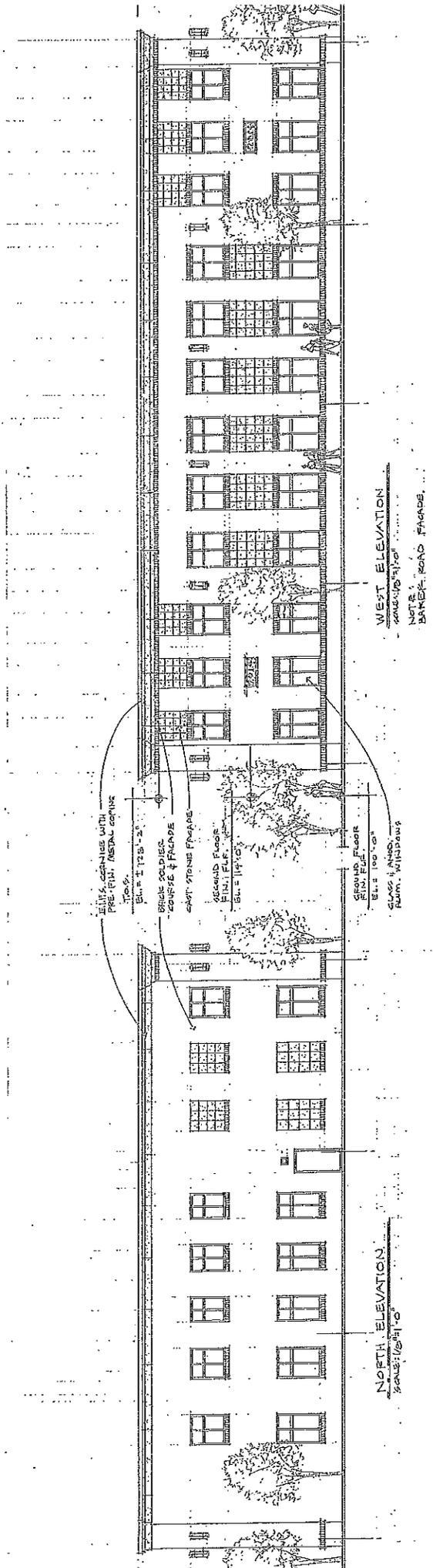
Staff gave a brief background of the project and of the outstanding consultant comments.

The discussion included, but was not limited to:

- Remaining consultant comments (2 from engineer and 3 from planner).
- The applicant's main issue was the engineering comment regarding the installation of streetscape lighting along Baker Road.
- The applicant objects to the fairness of the requirement to install street scape lighting at the final phase of the project in which no work within the right of way is proposed; the final phase in a 3 phase development and the 2012 engineering standards changes being implemented in the final phase of the project; the lack of an overall streetscape lighting plan, including wiring and layout; the DDA's CIP plan to install lighting in 2016/17; lights would be placed irregular along corridor and separation would be inconsistent; nearest lights being Mugg and Bopps; developers contribution of right of way at no cost to Village; and the general objection that the cost of installation should be passed along to the developer (Village paid for lighting installation along Central Street).
- The committee discussed the following: updates to the engineering standards adopted in 2012, street lights were included as a requirement for installation in the DDA, although little thought was placed into the logistics of how the plan would be implemented; streetscape lighting plan has not been completed; comprehensive and consistent spacing is key to successful implementation; desire to work with DTE on locating control boxes and obtaining approvals; DDA involvement in master planning for consistent implementation; funding unknown at this time; DDA CIP slates work for 2016-2018; installation should be coordinated with Federal dollars anticipated in 2017 for Baker Road improvements.
- The committee generally agreed that given some of the challenges to implementation and the desire to gain approvals and have a consistent plan for separation and a plan that can be modified as necessary with redevelopment that consideration to suspending the engineering

standard (attached) should be considered by the Planning Commission as an agenda item prior to action on the proposed site plan. It was also generally agreed upon that the discussion should begin at the DDA as soon as possible and that DTE involvement is critical to implementation.

- Staff was then directed to have the Village manager place the item on the DDA agenda and to place discussion of the suspension on the Planning Commission agenda.
- Other items specific to the site plan included, but were not limited to:
 - ZBA approval of rear entry
 - “real” windows – the windows will be standard windows with blinds as necessary for privacy.
 - Elevation/façade comments – the pre-cast stone shown to the left of the entrance is due to the stairwell, no windows permitted. Would the standard brick be preferred, eliminating the pre-cast stone?
 - Brick similar to Pharmacy Building, only slightly different than wellness center.
 - Lighting on the front of the building goose neck fixtures like Pharmacy Building, not as shown on color rendering.
 - Parking lot lighting – more detail was provided by applicant on what lights will be on when. 2 parking lot lights behind pharmacy on 24 hours due to security and several break ins; wellness center parking lots lights proposed to be on 20 minutes prior to opening and 20 minutes after close; 3 parking lot lights behind Building 3 will be on per tenant hours (extended care hours typically close between 8 and 9 pm.)
 - ROW dedication – dedication of the Baker Road ROW from developer to Village will not be prepared by applicant, staff will work through completion prior to project close out.
 - No construction timeline has been prepared at this time, land banked parking will be constructed upon construction of Building 3.



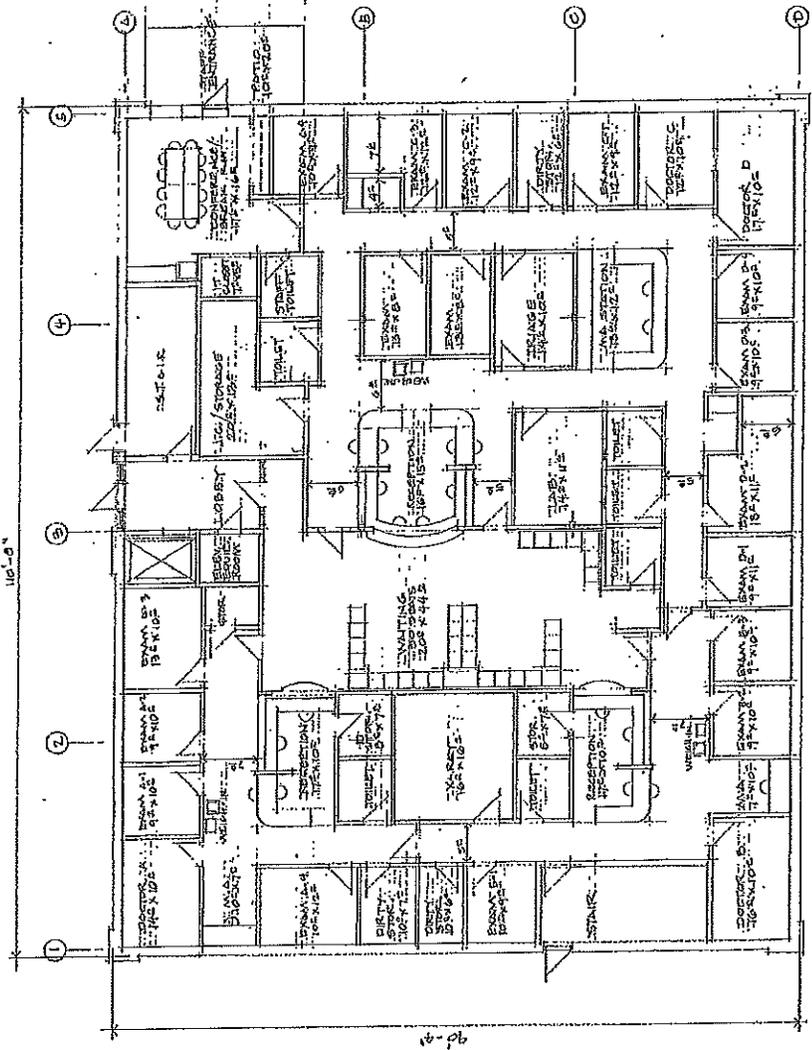
DEXTER WELLNESS CENTER
DEXTER MICHIGAN



WAX YEE ASSOCIATES
ARCHITECTS & PLANNERS
2781 WEST TAYLOR AVE. 2ND
ANN ARBOR MI 48106
(734) 961-1150

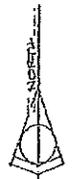
PROJECT NO. 4023

THIS DOCUMENT IS THE PROPERTY OF WAX YEE ASSOCIATES ARCHITECTS & PLANNERS. IT IS TO BE USED ONLY FOR THE PROJECT AND SITE SPECIFICALLY IDENTIFIED HEREIN. ANY REUSE OR REPRODUCTION OF THIS DOCUMENT WITHOUT THE WRITTEN PERMISSION OF WAX YEE ASSOCIATES ARCHITECTS & PLANNERS IS STRICTLY PROHIBITED. THE USER ASSUMES ALL LIABILITY FOR THE USE OF THIS DOCUMENT.



BUILDING FLOOR PLAN:
DEXTER MEDICAL OFFICE

DESIGNER: [Redacted]
 ARCHITECT: WAH YEE ASSOCIATES
 ARCHITECTS & PLANNERS
 2701 WEST BERRY AVE. 5TH FLOOR
 ANN ARBOR, MI 48106
 PHONE: 734-769-7300 FAX: 734-769-7301
 WWW: WWW.WHYA.COM
 PRELIMINARY
 NOT FOR CONSTRUCTION



DATE: 11/18/10
 SCALE: 1/8" = 1'-0"
 SHEET: 01-01



PROFESSIONAL ENGINEERING ASSOCIATES, INC.
Civil Engineers | Land Surveyors | Landscape Architects

Howell Office • 2900 E. Grand River Ave. • Howell, MI 48843
(P) 517.546.8583 • (F) 517.546.8973 • www.peainc.com

April 22, 2013
PEA Project No: 2013-023

* rec. 4/25/13

OHM Advisors
34000 Plymouth Road
Livonia, MI 48150

Attn: Patrick M. Droze, PE

**RE: DEXTER TOWN CENTER UNIT 2
VILLAGE OF DEXTER, MI
OHM JN: 0130-13-1001**

Dear Mr. Droze:

In response to your review dated April 15, 2013, the following describes the changes made to the plans or provides additional clarification to the review comments:

1. Record drawing information has been added to the existing conditions plan in and immediately around the proposed development area. References to record drawings for Dexter Pharmacy and Dexter Wellness Center have been added for areas away from the proposed development area. The parking lot and grading changes at the southeast corner of the site have been incorporated on sheets C-1 and C-2.
2. The overlapping legend and map have been addressed on Sheet C-4.
3. Calculations for the boulder retaining walls on site are attached.
4. Revised lighting information is indicated on the Lighting Plans.
5. The developer will coordinate with the Village for the dedication of additional right of way on Baker Road.
6. The standard Village of Dexter notes and latest standard detail sheets have been updated.
7. The street cleaning schedule has been revised as requested.
8. To date, there has been no notable sedimentation in the detention basin and we do not anticipate the need for this following construction of Unit 2. The detention basin and

storm sewers will be inspected following construction and a determination will be made at that time whether any sediment removal is required.

9. The roof lead to CB17A is now noted as 8" PVC SDR 23.5.

If you have any further questions or concerns, or require clarification of our responses, please feel free to call.

Sincerely,
PROFESSIONAL ENGINEERING ASSOCIATES, INC.



Jonathan E. Curry, PE
Senior Project Engineer



PROFESSIONAL ENGINEERING ASSOCIATES, INC.
Civil Engineers | Land Surveyors | Landscape Architects

Howell Office • 2900 E. Grand River Ave. • Howell, MI 48843
(P) 517.546.8583 • (F) 517.546.8973 • www.peainc.com

April 22, 2013
PEA Project No: 2013-023

Carlisle Wortman Associates, Inc.
605 S. Main Street
Ann Arbor, MI 48104

Attn: Laura K. Kreps, AICP

**RE: DEXTER TOWN CENTER UNIT 2
VILLAGE OF DEXTER, MI**

Dear Ms. Kreps:

In response to your review dated April 16, 2013, the following describes the changes made to the plans or provides additional clarification to the review comments:

1. The three bicycle loops are labeled at the southeast corner of the proposed building on Sheet C-3.
2. A table listing the shrubs for the entire Dexter Town Center site has been compiled from the approved landscaping plans for Dexter Pharmacy and Dexter Wellness Center. As explained in our phone conversation, several shrub species in the prior phases were already proposed in numbers beyond the 10% allowed by ordinance. With the inclusion of all this phase, the diversity of species and genus have been improved. However several species are still above the allowed 10% total, namely:

Northern Gold Border Forsythia = 15% (none of these shrubs are proposed for Phase 3)
Anthony Waterer Spirea = 13%
Sea Green Juniper = 11%

It should be noted that no single genus accounts for more than 18% of the site total, while 25% is allowed. We believe the diversity of species on this site meets the intent of the ordinance by providing a variety of species with no one species providing a large proportion of the total plantings.

3. Information regarding dimming of lights after business hours is addressed on the revised lighting plan.

4. No response necessary.

If you have any further questions or concerns, or require clarification of our responses, please feel free to call.

Sincerely,
PROFESSIONAL ENGINEERING ASSOCIATES, INC.

A handwritten signature in black ink, appearing to read "Jonathan E. Curry". The signature is stylized and cursive.

Jonathan E. Curry, PE
Senior Project Engineer

AGENDA 5-28-13

ITEM L-3

VILLAGE OF DEXTER

cnicholls@dextermi.gov

8140 Main Street Dexter, MI 48130-1092

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

MEMO

To: President Keough and Council Members
From: Courtney Nicholls, Assistant Village Manager
Date: May 21, 2013
Re: 2013 Drainage/Pavement/Sidewalk Project

Orchard, Hiltz & McCliment has drafted the attached scope of work for construction services for the local street project approved at the last Council meeting.

The total value of the approved work is \$248,279 and includes road work on Hudson, sidewalk along Second from Inverness to Hudson and sidewalk along Hudson from Cottonwood to the alley past Third, along with the stormwater work on Forest.

Final Project Costs:

OHM Design 2013 Hudson/Second Paving and Sidewalk Improvements	\$12,500
OHM Design 213 Forest Street Drainage Improvements	\$13,800
Birkenstock Construction Contract	\$248,279
OHM Construction Services	\$36,300
Materials Testing Estimate	\$4,000
Contingency	\$10,000
Total Cost	\$324,879

All of the funds for this project will be coming from local streets. The \$13,800 for the Forest Street Drainage Improvements was budgeted separately from the \$200,000 that was budgeted for a 2013 local street project. The original scope for that project included information on the entire drainage area; some of which was not included as part of the final project.

It is likely that this project will span two fiscal years, so the \$200,000 currently budgeted should cover the cost for FY 12-13. The \$50,000 in the draft budget for FY 13-14 will be increased to \$112,000.

Staff supports acceptance of this proposal from OHM in the amount not to exceed \$36,300.

May 21, 2013

VILLAGE OF DEXTER

8140 Main Street
Dexter, MI 48130

Attention: Donna Dettling, Village Manager

Re: **2013 Paving and Drainage Improvements
Construction Services**

Dear Ms. Dettling:

Orchard, Hiltz & McCliment, Inc. (OHM) is pleased to submit this proposal for construction engineering, contract administration, inspection, and construction staking for the 2013 Paving and Drainage Improvements project.

PROJECT UNDERSTANDING

On Monday, May 13, 2013, the Village Council awarded the 2013 Paving and Drainage Improvements project to Birkenstock Construction, LLC of Brighton, MI. The construction schedule calls for completion of the project by mid-July.

The proposed scope of work for the project includes the construction of storm sewer along Forest Street, pavement rehabilitation of Hudson Street and sidewalk construction along Second and Hudson Streets.

SCOPE OF SERVICES

We would like to offer the following scope of services for construction phase portion of the project:

Construction Layout

1. Stakes providing proper line and grade will be provided for all proposed storm sewer, drainage structures and swales.
2. Staking for proper line and grade of the sidewalk will be provided along the alignment. Staking will be provided at 25 foot intervals.

Construction Observation

3. Full-time daily observation will be provided for underground construction and road work. Daily field reports will be prepared documenting pay item quantities and general progress for the day. Checking line and elevation for compliance with contract documents will also be provided as part of the construction observer's regular responsibilities.
4. Spot inspection will be provided for sidewalk subgrade preparation. ADA grade checks will be performed during the placement of sidewalk forms and before concrete pours
5. A project engineer will oversee and supervise observation. In addition, the engineer will be responsible for resolving any interpretations or issues which may arise with the plans or contract documents.

Construction Engineering and Contract Administration

6. Assist the Village in execution of the contract documents.
7. Convene a pre-construction meeting with the successful bidder and prepare meeting notes.
8. Conduct (3) Bi-weekly (or as determined) progress meetings to coordinate project details, and communicate project status.
9. A submittal log will be developed for review and approval of all shop drawings, catalogue sheets and samples related to the proposed work.
10. Respond to Contractor requests for information providing design clarifications or revisions as necessary.
11. Request and review construction progress schedule from the Contractor. Progress will be monitored throughout the project to ensure timely construction of the contract work items.
12. Prepare construction pay estimates. It is assumed that two (2) monthly estimates will be prepared for the project.
13. Assist in claim resolution and review and process any change order requests from the Contractor and provide recommendations on action to the Village.
14. Prepare a final punch list and monitor resolution of these items as well as final restoration until completion of the project.

Record Drawings

Upon completion of the construction, OHM will compile the as-built information for the storm sewer into the final record drawings. We will submit one paper copy and one digital CD with PDFs of the record drawings for the Village's records.

Additional Services

The services outlined herein constitute the total obligation of the parties. If additional services are requested, they can be provided in accordance with OHM's Hourly Rate Schedule for the year in which the services are performed or at an agreed upon fee.

Construction Testing Services

OHM Advisors will seek proposals from two materials testing firms for concrete, asphalt and trench backfill testing. Cost proposals will be obtained from Soil and Materials Engineers and CTI Associates. An estimated cost of testing services has been provided in the fee table for your consideration.

COMPENSATION

The Village will be invoiced monthly for services rendered on an hourly basis, with a not to exceed amount. Compensation due will be based on the actual hours worked during each phase of the project. For your consideration, effort for tasks within the scope of services is provided below. In addition, costs for testing are provided under additional services.

<u>TASK</u>	<u>FEE</u>
Construction Layout	\$6,000.00
Construction Observation	\$21,000.00
Construction Engineering/Contract Administration	\$7,500.00
Record Drawings	\$1,800.00
TOTAL CONSTRUCTION FEE	\$36,300.00

Additional Services

Materials Testing Services (TBD)..... \$4,000.00

SCHEDULE

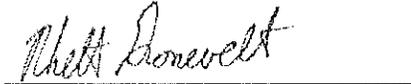
It is anticipated that the 2013 Paving and Drainage Improvements project will begin in early June with construction complete in July of 2013.

CONTRACT TERMS AND CONDITIONS

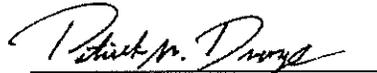
The attached Standard Terms and Conditions, dated March 2003 and as shown as Exhibit 1, are incorporated into this proposal by reference, with Section 7 omitted at the request of the Village.

We thank you for this opportunity to provide professional engineering services. Please do not hesitate to contact us if you have questions. Should you find our proposal acceptable, please execute the agreement below and return a copy to us for our files.

Very truly yours,
ORCHARD, HILTZ & McCLIMENT, INC.



Rhett Gronevelt, P.E.
Principal



Patrick M. Droze, P.E.
Project Engineer

VILLAGE OF DEXTER
2013 Paving and Drainage Improvements
Construction Phase Engineering Services

Accepted By: _____

Printed Name: _____

Title: _____

Date: _____

AGENDA 5-28-13

ITEM C-9

cnicholls@dextermi.gov

VILLAGE OF DEXTER

8140 Main Street Dexter, MI 48130-1092

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

MEMO

To: President Keough & Trustees
From: Courtney Nicholls, Assistant Village Manager
Date: May 21, 2013
Re: Proposed Purchase of Permanent Art

Several months ago Paul Cousins brought to the attention of the Arts, Culture & Heritage Committee a sculpture of a fish that had been created by Peter Griz of the Twisted Fish Gallery in Elk Rapids, Michigan. The Committee felt that it would be an excellent addition to the new Mill Creek Park. The list price is \$2,400. A picture of the sculpture is attached.

The Art Selection Committee voted 8-1 to approve the purchase of the piece. The notes from that meeting are attached. The location in Mill Creek Park has been staked. A photo of the location is provided. The Parks & Recreation Commission discussed the purchase at their May 21, 2013 meeting and voted 6-0 to support it. As part of their discussion they raised the question of how much art is planned for Mill Creek Park. At this time the Arts, Culture and Heritage Committee has other priorities and does not plan to seek additional pieces for this area.

Council is asked to approve this purchase for \$2400 with \$1000.00 to be paid from the restricted money generated from the Yellow Door breakfast/donations and \$1400.00 to be paid from the \$10,000 budgeted for public art in 101-101-000-959-000.



Selection Committee
Tuesday, April 30, 2013

Committee members in attendance: Tom Rosenbaum, Victoria Schon, Mike Vickers, Paul Cousins, Rich Bellas, Phil Arbour, Mary Ellen Miller, Marni Schmid, and Brian Brassow. Also in attendance was Donna Dettling, Village Manager.

1. Permanent Art Piece Proposal for Mill Creek Park

- Paul Cousins had a video of the Fish to show everyone. This piece is designed to move, it is 12 feet tall, and a deposit is holding it until the group decides if they want it.
- Placement will be coordinated with ACH and Park Board. A final spot for this artwork has not been determined.
- Brian Brassow sees the artwork more as a dead fish than art, but he is one vote and will work with the decision that's made by the committee.
- Phil Arbor wanted to understand funding for ACH. Paul Cousins summarized how they get their funding: \$10,000 from Village, other funds from ACH fund raising activities.
- The ACH Master Plan provides direction for the ACH group.
- Since there are new members of the selection committee, a review of the ACH Master Plan would be helpful. Provide a copy to Parks and Rec. Board to review as they develop their long range plans. They want to be able to coordinate signs and other park features with Art work that is planned by ACH.
- Paul talked about the Bike sculpture that is being considered for Central Street near the RR, where the Border to Border Trail comes into the village. This artwork will be in front of the committee in the future.
- There will be a plaque on the Fish Art similar to the plaque on the Great Heron.
- Concerns about graffiti or other damage to artwork. Concern that the piece looks a little frail. ACH understand the risk and accept it as part of their duty to promote arts in the community.

Motion by Victoria Schon to recommend purchase of the Fish Artwork, Second by Mike Vickers. Yeas: Tom, Victoria, Mike, Paul, Rich, Phil, Mary Ellen, and Marnie. Nays: Brian

Group discussed School Banner Art Work Contest. Submittals are due this week. The theme was seasons and recreational activities. Victoria has a professional Judge to review the submittals and sort out winner.

At the next ACH meeting the group needs to decide if the selection committee will be involved in picking the artwork from the ones picked by the Judge. DDA needs to be kept in the loop as well as the Farmer's Market committee. Look at future banner use, possibly change out quarterly, or possibly every other light pole with other advertising i.e. Farmer's Market. Park Board meets on May 21, 2013, DDA meets on May 15, 2013 and Village Council meets on May 13, 2013. Understand approval and information sharing logistics.

Victoria Schon gave an update on the Paint Dexter event and provided copies of the postcard for the Plein Air Festival. She asked that Selection Committee members help get the word out to interested painters.

Meeting adjourned at 9:40p

Submitted by: Donna Dettling, Village Manager



VILLAGE OF DEXTER

8140 Main Street Dexter, MI 48130-1092

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

MEMO

To: President Keough and Council Members
From: Courtney Nicholls, Assistant Village Manager
Date: May 20, 2013
Re: Retiree Health Care Buy-Out

On April 18, 2013 Keith Kitchen informed the Village that he will be retiring as of June 1, 2013. Currently Mr. Kitchen receives a \$3,000 per year stipend in lieu of receiving health care benefits. Mr. Kitchen has met the 15 years of service requirement of the union contract to receive health care benefits for him and his spouse as a retiree. Because he does not need the benefits, Mr. Kitchen has agreed to take a lump sum payout of \$39,000 in lieu of receiving retiree health care.

This agreement is advantageous to the Village because we will not be paying for retiree health care benefits for Mr. Kitchen and his spouse. This will result in a reduction to the Village's unfunded liability for retiree health care, as Mr. Kitchen and his spouse will be removed from the valuation.

Provided for your consideration is an agreement that will be signed by the Village, Teamsters Local 214 and Mr. Kitchen. The funds for this one-time payment will be taken 50% from water and 50% from sewer. A budget amendment for this payment will be included with the 4th Quarter 2012-2013 amendments in June.

AGREEMENT

This Agreement ("Agreement") is entered into by and between Keith Kitchen ("Kitchen"), Teamsters State, County and Municipal Workers Local 214 ("Union") and the Village of Dexter ("Village"). Kitchen, the Union, and the Village are collectively referred to as the Parties.

A. RECITALS

1. Kitchen is employed by the Village as a Public Utility Operator in the Village's Utilities Department.
2. Kitchen is represented for purposes of collective bargaining by the Union.
3. The Village and Union are parties to a Collective Bargaining Agreement covering the period March 1, 2011 to February 28, 2014 ("CBA"). The CBA contains a grievance procedure culminating in binding arbitration.
4. Kitchen began employment with the Village on October 13, 1986.
5. On April 18, 2013 Kitchen gave notice that he will retire effective June 1, 2013.
6. Article 37 of the CBA provides as follows:

For employees hired before March 1, 2005, the Employer agrees to provide medical and prescription drug insurance benefits for retirees and their spouse at the time of retirement if they have a minimum of fifteen (15) years of service at retirement. The benefit will provide the same level of benefits as provided to active employees.

For purposes of this Agreement, Article 37, benefits are referred to as Retiree Insurance Benefits.

7. Article 33 of the CBA describes the medical and prescription drug insurance benefits ("Insurance Benefits") provided to bargaining unit employees. Article 33 of the CBA also provides an annual stipend to employees who opt out of the insurance coverage.

Any employee choosing not to enroll in the medical plan shall be compensated at a rate equal to sixty percent (60%) of total cost of actual value of coverage for a single person not to exceed Three Thousand Dollars (\$3,000) per year. Compensation will be made on the first pay period in December.

8. During his employment, Kitchen opted out of Insurance Benefits.

9. Eligible bargaining unit members who have opted out of Insurance Benefits are provided the opportunity to enroll in the Insurance Benefits prior to retirement in order to receive Retiree Insurance Benefits.
10. As Kitchen has been employed for more than fifteen (15) years, he would be eligible to receive Retiree Insurance Benefits if he was enrolled in Insurance Benefits at the time he retired.
11. Kitchen was given the opportunity to enroll in the Insurance Benefits prior to his retirement date so that he could receive Retiree Insurance Benefits.
12. Kitchen has notified the Village that he would forgo enrolling in Insurance Benefits before he retires and decline receiving Retiree Insurance Benefits in exchange for a lump sum cash payment.

B. AGREEMENTS

In consideration of the foregoing and of the promises and mutual covenants contained herein, it is agreed between Kitchen, the Village and the Union as follows:

1. The Village agrees as follows:
 - a) To pay Kitchen Thirty-Nine Thousand and no/100 dollars (\$39,000.00), less applicable taxes, said payment to be made on or about June 12, 2013, conditioned on Kitchen and Union signing this Agreement by June 5, 2013.
2. Kitchen agrees as follows:
 - a) He has voluntarily waived his right to enroll in the Insurance Benefits before his retirement.
 - b) He has voluntarily waived his right to Retiree Insurance Benefits.
 - c) He releases and discharges the Village and Union from any and all claims he has or may have against the Village or Union related in any way to Retiree Insurance Benefits, known or unknown, and he will not file a grievance, administrative action, or civil lawsuit seeking Retiree Insurance Benefits.
3. The Union agrees:
 - a) To not file a grievance, administrative action, or civil lawsuit respect to the payment by the Village to Kitchen in lieu of Retiree Insurance Benefits.
 - b) The action by the Village in providing payment to Kitchen in lieu of Retiree Insurance Benefits does not set a precedent.

4. Mutual Agreements:

- a) It is fully acknowledged by all parties that the execution of this Agreement, and the consideration hereunder, is not and shall not be construed in any way as an admission of wrongdoing or liability on the part of any of the Parties to this Agreement or as setting a precedent.
- b) The Parties acknowledge that they have reviewed the terms of this Agreement, that they understand those terms, that they have had an opportunity to discuss this Agreement with either their Union representative and/or attorney and that they have voluntarily executed it with full understanding of its consequences.
- c) No promise, inducement or agreement not herein expressed has been made between the Parties. This Agreement contains the entire agreement between the Parties hereto and may not be modified except by subsequent written agreement.

Keith Kitchen

Dated: _____

Village of Dexter

Dated: _____

Teamsters Local 214

Dated: _____

AA01\349979.3
ID\MJMU - 074282\0999

AGREEMENT

This Agreement ("Agreement") is entered into by and between Keith Kitchen ("Kitchen"), Teamsters State, County and Municipal Workers Local 214 ("Union") and the Village of Dexter ("Village"). Kitchen, the Union, and the Village are collectively referred to as the Parties.

A. RECITALS

1. Kitchen is employed by the Village as a Public Utility Operator in the Village's Utilities Department.
2. Kitchen is represented for purposes of collective bargaining by the Union.
3. The Village and Union are parties to a Collective Bargaining Agreement covering the period March 1, 2011 to February 28, 2014 ("CBA"). The CBA contains a grievance procedure culminating in binding arbitration.
4. Kitchen began employment with the Village on October 13, 1986.
5. On April 18, 2013 Kitchen gave notice that he will retire effective June 1, 2013.
6. Article 37 of the CBA provides as follows:

For employees hired before March 1, 2005, the Employer agrees to provide medical and prescription drug insurance benefits for retirees and their spouse at the time of retirement if they have a minimum of fifteen (15) years of service at retirement. The benefit will provide the same level of benefits as provided to active employees.

For purposes of this Agreement, Article 37, benefits are referred to as Retiree Insurance Benefits.

7. Article 33 of the CBA describes the medical and prescription drug insurance benefits ("Insurance Benefits") provided to bargaining unit employees. Article 33 of the CBA also provides an annual stipend to employees who opt out of the insurance coverage.

Any employee choosing not to enroll in the medical plan shall be compensated at a rate equal to sixty percent (60%) of total cost of actual value of coverage for a single person not to exceed Three Thousand Dollars (\$3,000) per year. Compensation will be made on the first pay period in December.

8. During his employment, Kitchen opted out of Insurance Benefits.

4. Mutual Agreements:

- a) It is fully acknowledged by all parties that the execution of this Agreement, and the consideration hereunder, is not and shall not be construed in any way as an admission of wrongdoing or liability on the part of any of the Parties to this Agreement or as setting a precedent.
- b) The Parties acknowledge that they have reviewed the terms of this Agreement, that they understand those terms, that they have had an opportunity to discuss this Agreement with either their Union representative and/or attorney and that they have voluntarily executed it with full understanding of its consequences.
- c) No promise, inducement or agreement not herein expressed has been made between the Parties. This Agreement contains the entire agreement between the Parties hereto and may not be modified except by subsequent written agreement.



Keith Kitchen

Dated: 5/20/2013

Village of Dexter
Dated: _____



Teamsters Local 214

Dated: 5-20-2013

AGENDA 5-28-13

ITEM L-6

VILLAGE OF DEXTER

ddettling@villageofdexter.org

8140 Main Street Dexter, MI 48130-1092

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

MEMO

To: President Keough and Council
From: Donna Dettling, Village Manager
Date: May 28, 2013
Re: DDA Budget 2013-14

Attached is the DDA Budget for Fiscal Year 2013-14. The DDA adopted the proposed budget for FY 2013-14 on May 15, 2013.

The DDA requests that the village make a motion to accept their FY 2013-14 Budget.

Two items of note:

1. The DDA contribution to the Village for downtown maintenance was approved at \$10,000, which is \$3,000 above last year. It is still the DDA's intent to bring this back up to the \$40,000 that was budgeted in the past.
2. The DDA budget includes paying back to the Village General Fund a total of \$40,000 for the ADA Ramp and Forest Street House Purchase. These will continue to be annual reimbursements on the DDA Budget until they are paid off.

	Recommended Budget FY 13-14	
Fund 248 Downtown Development Authority		
Revenues		
415.000 Tax Capture Revenue	\$348,000.00	
665.000 Interest Earned	\$500.00	
667.000 Rent	\$22,000.00	
Total	\$370,500.00	
Total Revenues	\$370,500.00	
Expenditures		
Department 248 Administration		
803.000 Contracted Services	\$1,500.00	Audit
802.000 Professional Services	\$7,000.00	Consulting to the DDA
880.000 Downtown Events	\$700.00	Sponsorship of Events
957.002 DDA Capture Refunds	\$8,600.00	
935.002 DAPCO Maintenance	\$5,000.00	
Total	\$22,800.00	
Department 442 Downtown Public Works		
803.015 Village Maintenance	\$10,000.00	
970.000 Capital Improvements	\$0.00	
Total	\$10,000.00	
Department 965 Transfers Out		
999.012 Transfer Out for Bond Payments - 394	\$257,100.00	
999.014 Transfer Out to DDA Project Fund - 494	\$80,600.00	
Total	\$337,700.00	
Total Expenditures	\$370,500.00	
<i>Net Effect for Downtown Development Authority 248</i>		
	\$0.00	

AGENDA 5-28-13

ITEM 1-2

VILLAGE OF DEXTER

8140 Main Street Dexter, MI 48130-1092

ddettling@villageofdexter.org
Phone (734)426-8303 Fax (734)426-5614

MEMO

To: President Keough and Council
From: Donna Dettling, Village Manager and Dan Schlaff, Superintendent
Date: May 28, 2013
Re: Water System Report

Attached is the Village Water System analysis prepared by Dan Whalen of Williams and Works. Mr. Whalen's analysis summarizes the current capability of the village well system and offers recommendations regarding the appropriate management of the Village groundwater resources. Staff is either implementing or developing a plan for implementation of the recommendations made in this report. Below is summarized list of the recommendations including current effort or planned effort on each item.

1. Annual Well and Well Pump Testing

- Dan Schlaff placed the annual well and well pump testing on the Water System Asset Management schedule. This recommendation was intended to support continued effort and reaffirm the value.

2. Aquifer Water level Monitoring

- Dan Schlaff is securing cost estimates to purchase the transducers as well as installation cost to bring to Council for approval.

3. Ryan Street Flowmeter Adjustment

- Dan Schlaff is evaluating the 2-inch orifice plate that Dan Whalen recommended be inserted downstream side of each meter before we bring forward a recommendation and cost estimate to correct the flowmeter.

4. Balanced Operation of Each Well

- Dan Schlaff is developing a balanced pumpage and recovery scheme.

5. Management of Residential Irrigation

- Notification and education efforts have started on the odd/even mandatory water restriction as well as the prohibition of irrigation/outdoor water use from 6a to 10a.
- Homeowner Associations or Businesses with large irrigation systems, like the Schools have been notified and effort is being made to work with them to establish acceptable outdoor watering schedules.
- A copy of the Door Hanger, which will be bright yellow is attached for your review.

6. Explore New Well Sites

- This item will require a formal proposal from Dan Whalen of William's and Works to pick up where he left off with the development of our 2nd Well Site on Parker Road. Further review and evaluation of the cost/benefit of developing Well #6 on Parker Road and exploration of new sites would be included in the proposal. Staff recommends that we request a proposal from Dan Whalen for these services.

May 16, 2013

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

RE: Village of Dexter Groundwater Management

Dear Ms. Dettling:

As you are aware, water use demands on the Village water system have steadily increased since the Ryan Street Wellfield was put into service in 1998. Since that time, the Ryan Street wellfield and the newest well, Well No. 5 have been pushed beyond their ability during certain times of the year to meet today's water demand. In particular, these peak day demands occur regularly during the summer months due in part to domestic irrigation use. This letter, therefore, is intended to summarize and reiterate the current capability of the Village well system and offer recommendations regarding the appropriate management of the Village groundwater resources.

Background

The Ryan Street Wellfield was put into service in 1998 due to groundwater contamination at the original Village wellsite located near the wastewater treatment plant (originally called Well Nos. 1 and 2). At that time, the Ryan Street Wellfield consisted of three wells, Well Nos. 1, 2, and 3. The groundwater resource evaluation report that was prepared at that time¹ described the performance and behavior of the three well system assuming that only two wells would be operated at any time². The average day demand on the water system in 1998 was about 0.29 million gallons per day (MGD), with a maximum day demand of about 0.46 MGD³. By 2004, the demands on the water system increased beyond the capability of the three well system. At that time all three wells were being used simultaneously at certain times of the year to meet water use. The wellfield was then expanded to a four well system (Well No. 4), with the intent to preserve the MDEQ requirements of maintaining a redundant (or backup) well. The report that was prepared for this effort⁴ relied on extensive individual well testing and

¹ Williams & Works, 1997, Groundwater Resource Evaluation - Village of Dexter

² The MDEQ requires all Type I water systems to have at least one redundant, or backup well in the event that one production well or pump is out of service. The firm capacity of the system is based on the sum of the well capacities with the largest well out of service.

³ Orchard, Hiltz & McCliment, Inc., 1996, Village of Dexter Preliminary Engineering Report

⁴ Williams & Works, Letter Report, October 5, 2004, New Production Well No. 4 - Village of Dexter

long term aquifer monitoring to establish the average “static water level” in the aquifer and the expected drawdown behavior in the aquifer . The analyses assumed only three wells would be operated simultaneously with the lead well rotated in service to keep all four wells exercised. Once the fourth well was installed and equipped, the groundwater system at the Ryan Street Wellfield was fully developed and not able to support additional development.

By 2007, the demands on the water system had increased beyond the capability of the Ryan Street wellfield as all four wells were periodically being used simultaneously during certain periods of the year. Since the Ryan Street Wellfield was now fully developed and not capable of supporting additional wells, a new wellsite (Well No. 5) was developed to augment the water supply for the Village water system and was located immediately south of the Dexter High School (see Figure 1)⁵.

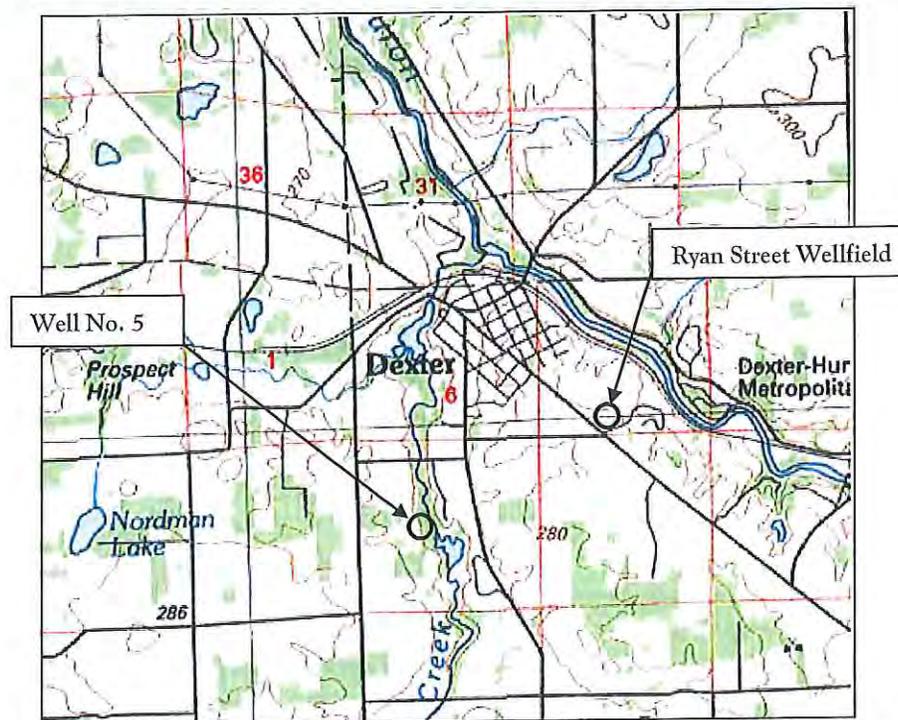


Figure 1. Location Map of the Village of Dexter wellsites and Surrounding Areas

Now, with still increasing demands on the water system, all of the Village production wells are again being used simultaneously during certain periods of the year. As before, these peak demands occur regularly during the summer months. In addition, the

⁵ Williams & Works, Letter Report, April 14, 2008, Groundwater Resource Evaluation for the Village of Dexter Test Production Well No. TPW-5

increased pumpage on Well No. 5 has caused aquifer water levels to fall to the point where the pump can break suction after extended pumping times. As of December 2012, pumpage from Well No. 5 has been dramatically limited in an effort to allow aquifer water levels to return to their former original state. Periodic monitoring of aquifer water levels at Well No. 5 indicates that the aquifer is slowly recovering. However, given the extended length of time that this well has been pumping, it is likely that the additional recovery period necessary to return the aquifer water levels to their original state will be several months or more from now.

Groundwater Management

With all groundwater systems, when a well is pumped for a period of time there is a decline in water level (called drawdown) in the aquifer and in the well. This water level decline gradually continues as long as the well is pumped. Once the pump is shut off, the water level in the aquifer slowly returns to its "normal" pre-pumped water level (this is called recovery). The "normal" pre-pumped water level in an aquifer is also called the static water level. In general, the amount of time it takes for the aquifer to return to its normal pre-pumped water level is equal to the time that the aquifer was pumped. Therefore, if an aquifer has a static water level of 80 feet (the water level inside the well measured from the top of the well casing), and the well is pumped for a period of four hours and causes the aquifer water levels to lower an additional 40 feet, once the well pump is shut off it will take about four hours for the water level in the aquifer to return to the static water level. This is the characteristic of both the Ryan Street Wellfield and the Well No. 5 wellsite. Given this basic behavior of the groundwater systems in the Village, the total run time for any well pump over a 24 hour period should never exceed 12 hours. Under this basic operational mode, each well would be pumped for a period of 12 hours and allowed to recover for a period of 12 hours and thus, pumpage and recovery will be somewhat balanced. Indeed, this is a simplistic and overly generalized management scheme since there is no factor of safety to account for unpredictable variables. Among these variables include precipitation and aquifer recharge (replenishment), which by all practical purposes are impossible to predict or quantify. To further this, the geometry and behavior of aquifers are rarely known beyond the extent of normal required testing which could otherwise eliminate or reduce the factor of safety. Therefore, to account for these uncertainties it would be better to pump over a shorter duration and allow for greater recovery times. The initial management scheme of this letter, however, assumes a basic balance of pumpage and recovery and we recommend this method as a place to start. **The actual sustainable pumping schedule of either wellsite will ultimately be determined by keeping track of the long term fluctuations in the aquifer and making adjustments accordingly.** This is particularly true for Well No. 5.

The general characteristics of the Village production wells are summarized as follows;

Well No.	Steel Casing Diameter (in)	Well Depth (ft)	Screen Length (ft)	Pumping Capacity (gpm)	referenced from top of casing		
					Depth to top of Screen (ft)	Average Static Water Level	Available Drawdown (ft)
Well 1	8	222	20	326	202	88	109
Well 2	8	215	20	340	195	79	111
Well 3	8	210	20	325	190	79	106
Well 4	8	200	20	210	180	70	105
Well 5	12	70	10	340	60	21	34

The water system firm capacity is the sum of all the pumping capacities of each well with the largest capacity well out of service. In this case, there are two wells that have the "largest" capacity, Well Nos. 2 and 5. In this case, there are two ways to consider the firm capacity of the Village water system. If we evaluate the entire well system, then the firm capacity of Village water system with Well No. 2 out of service is 1200 gpm. If Well No. 5 is out of service, then the resultant firm capacity falls back to the Ryan Street Wellfield and becomes 991 gpm since only three wells can be operated at the Ryan Street Wellfield at any time. Note that the value of firm capacity is somewhat misleading since it implies that the well system can produce this capacity for a 24 hour period, when in fact, it is poor groundwater management to do so and potentially damaging. The groundwater systems utilized by the Village when operated in a balanced manner has a maximum daily capacity of about 0.864 MGD (assuming that all wells are operated for a 12-hour period)⁶. In the instance of when Well No. 5 is out of service, the maximum daily capacity falls to about 0.714 MGD⁷.

Based on this discussion, if each well is operated no longer than 12-hours within a 24-hour period and allowed to rest for 12-hours, then the maximum capacity of the water well system is about 0.864 MGD.

The plot of daily water use during 2012 is shown below to illustrate the critical period during which demands exceed the capabilities of the well system. The red line across the plot indicates the maximum well system capacity of 0.864 MGD. The plot reveals that during most of the year, the average and maximum day demands are less than the maximum capacity of the well system. However, the maximum well capacity is regularly exceeded during months of June through the end of August (certainly, this plot may be somewhat severe since the summer of 2012 was considered a severe drought period in

⁶ Assuming Well Nos. 1, 3, 4 and 5 are each operating for a 12-hour period ($\frac{1}{2}$ day) and allowed to rest for a 12-hour period, then the combined daily capacity is $C = \frac{(1440 \text{ min/day} + 1200 \text{ gal/min})}{2} \cong 864,000 \frac{\text{gal}}{\text{day}}$

⁷ Assuming Well Nos. 1, 2, and 3 are each operating for a 12-hour period ($\frac{1}{2}$ day) and allowed to rest for a 12-hour period, then the combined daily capacity is $C = \frac{(1440 \text{ min/day} + 991 \text{ gal/min})}{2} \cong 714,000 \frac{\text{gal}}{\text{day}}$

Michigan). The average daily demand between May 30 and August 29 was about 0.931 MGD which exceeds the maximum well capacity by about 7 percent.

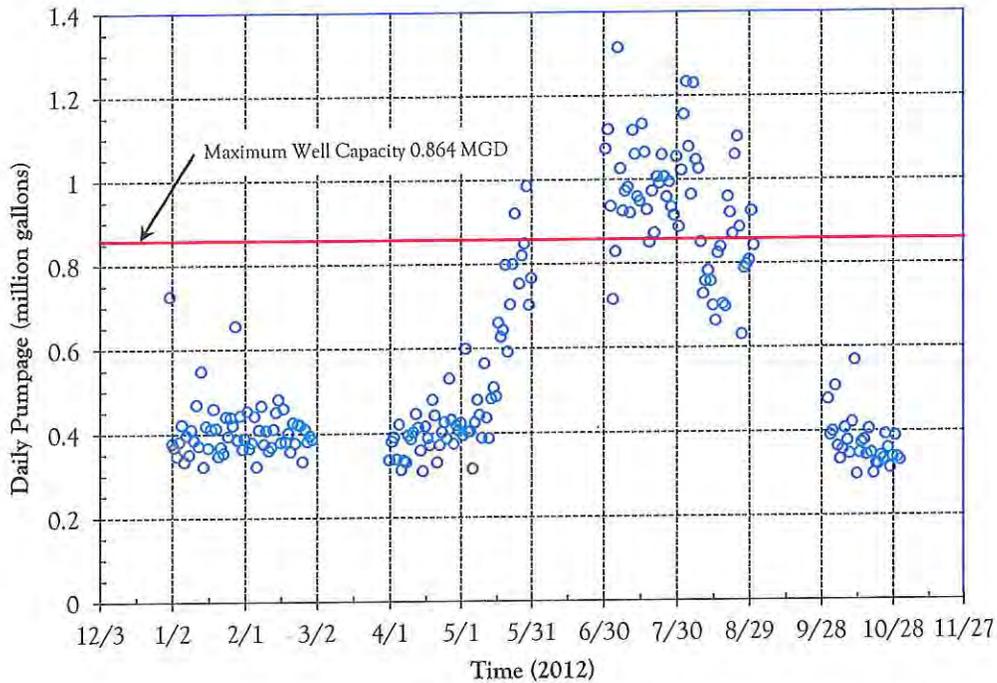


Figure 2. Water System Daily Demands for 2012

The average total monthly pumpage, and the average and maximum day demands for each month during 2012 are shown in the following table.

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Total (MG)	12.888	11.603	12.5	11.725	18.827	27.7	30.543	27.657	19.76	11.51	7.57	10.03
Avg (MGD)	0.41574	0.41439	0.4	0.39083	0.60732	0.9	0.98526	0.89216	0.66	0.37129	0.252	0.322
Max (MGD)	0.727	0.481	0.59	0.529	1.058	1.25	1.315	1.233	0.92	0.569	0.375	0.487

Recommendations

Based on this discussion, there are several recommendations regarding the operation, maintenance and monitoring of the well system.

1. **Annual Well and Well Pump Testing.** As part of a normal operating procedure of both wellsites, we recommend continuing the Village well maintenance program which monitors the individual pump and well performance at each well. The program should include an annual stepped rate pumping test on each well along with simultaneous electrical measurements of the pump motors. This way, we can

compare the current performance of each well and pump with its baseline performance when the wells and pumps were new.

2. **Aquifer Water Level Monitoring.** Given that there is no practical method to regularly monitor the water levels in the Ryan Street wells, and considering that this system is relied upon as the main water producing source for the Village, it is crucial that pumping water levels are regularly monitored at this wellfield. Without this information there is no way to know if pumping water levels are "critical" (assuming that this level is at or near 10 feet above the tops of the screens), nor is it possible to know the long term fluctuations in average aquifer water levels. This data will be used to adjust (upward or downward) individual well pumpages in order to manage both groundwater resources. To accomplish this, water level transducers should be installed in each well. The transducers will be connected to the existing SCADA system, and the system will collect water level and date/time data at regular intervals. Over time, this data will establish average aquifer water levels and allow us to monitor and adjust the pumpage accordingly.
3. **Ryan Street Flowmeter Adjustment.** Since the Ryan Street wellfield lies at a higher elevation than the water treatment plant, the watermain pressure in the wellhouse is very low. Under this condition, the flowmeters will not fully flood and thus, will not read or record individual flows from the wells properly. Therefore, there is no accurate data regarding the individual pumpage from any of the Ryan Street wells. The management of the Ryan Street aquifer is not possible without knowledge of individual well pumpages combined with knowledge of aquifer water levels. To correct this, a simple 2-inch orifice plate can be inserted between the pipe flanges on the downstream side of each meter to create a slight pressure increase inside each meter.
4. **Balanced Operation of Each Well.** As discussed, initially the run times of each well should be limited to 12 hours with a 12 hour rest time. These can be applied to each well since they operate under various combinations, as long as no single well is allowed to run longer than 12 hours. This should be considered a starting point. As aquifer water levels are monitored along with their pumping capacities, the run times could be adjusted either up or down depending on the behavior of the aquifer. The long term goal of this scheme is a sustainable balance between pumpage and recovery so that the long term average aquifer water levels remain at a steady state and do not progressively fall. The Ryan Street Wellfield should be operated such that only three wells are operating at any time.
5. **Management of Residential Irrigation.** It is assumed that the peak demands during the summer months are due to residential irrigation. We have already discussed limiting irrigation to odd/even days within certain areas of the Village. In addition, this odd/even day irrigation could be combined with a requirement to irrigate after

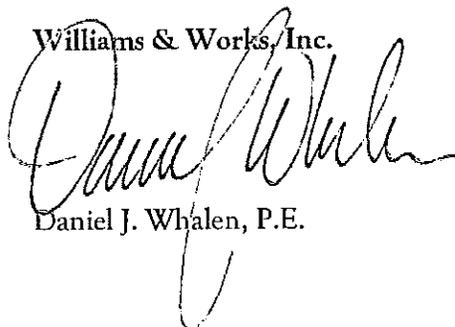
peak hours (presumably during the evening hours) and thus, shift the demand load away from the daytime hours.

6. **Explore New Well Sites (based in part, on previous site rankings).** Generally, when the maximum day demand of a Type I water system regularly meets or exceeds 80 percent of the system "firm capacity", the MDEQ will request that the community begin the process of finding additional water sources. In this case, the Village falls under this condition, therefore, we recommend starting the process of exploring for new groundwater resources. Our previous work with the Village has already included a preliminary groundwater resource evaluation of the area immediately surrounding the Village in all directions. However, at that time we restricted our search to the confines of the Village limits and to accessible properties. Unless there are new properties that are accessible within the Village limits, we recommend exploring in areas further outside the Village limits, and expanding our original preliminary groundwater resource evaluation to include a greater area. The process would follow similarly to our method for the well No. 5 site; 1) map the available groundwater data over a wide area, 2) choose several (if possible) sites for further exploration and rank them, and 3) explore each selected site further by drilling a single test well and pumping/sampling the groundwater. At each point in the process we will be in a good position to determine if we should continue to develop the site, or abandon the site. In the event that we abandon a site, we would move to a new site and repeat the process. In the event that we encounter favorable conditions at any site, and we determine that there is sufficient evidence to pursue the exploratory process further, then further work will be pursued to eventually develop (if warranted) a new test production well.

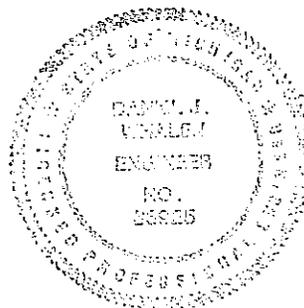
If you have any questions regarding the above discussion or other related matters, please call me.

Sincerely,

Williams & Works, Inc.



Daniel J. Whalen, P.E.



MANDATORY OUTDOOR WATERING RESTRICTIONS IN EFFECT

Outdoor watering is permitted on numbered days (1, 3, 5, 7, 9) for residents with odd numbered addresses and even numbered days (2, 4, 6, 8, 0) for residents with even numbered addresses. Outdoor watering is prohibited between 6 am and 10 am.

Violation of these restrictions could result in the issuance of a fine.

If you have any questions please contact the Utilities Department at 734-426-4572 or the Village Office at 734-426-8303.

Thank you for your cooperation.
Donna Dettling
Village Manager