

**DEXTER VILLAGE COUNCIL  
REGULAR MEETING  
MONDAY, MAY 12, 2014**

**AGENDA 5-27-14**  
**ITEM C-1**

**A. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

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

**B. ROLL CALL:** President Keough

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

Also present: Donna Dettling, Village Manager; Courtney Nicholls, Assistant Village Manager; Michelle Aniol, Community Development Manager; Carol Jones, Village Clerk; Dan Schlaff, Public Services Superintendent; Scott Maurer, Utility Lead Operator; residents and media.

**C. APPROVAL OF THE MINUTES**

1. Regular Council Meeting – April 28, 2014
2. Work Session – April 28, 2014
3. Work Session – April 30, 2014
4. Special Council Meeting – May 5, 2014

Motion Cousins; support Fisher to approve the minutes of the Regular Council Meeting of April 28, 2014, the Works Session of April 28, 2014, the Work Session of April 30, 2014 and the Special Council Meeting of May 5, 2014 as presented.

Unanimous voice vote for approval

**D. PREARRANGED PARTICIPATION**

None

**E. APPROVAL OF THE AGENDA**

Motion Semifero support Knight to approve the agenda with the addition of supplemental information for I-1, Report from the Public Services Superintendent.

Unanimous voice vote for approval

**F. PUBLIC HEARINGS**

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

None

## G. NON-ARRANGED PARTICIPATION

None

## H. COMMUNICATIONS:

1. Upcoming Meeting List
2. Sign Calendar

It was noted that the DDA Meeting on the calendar is May 15, not May 21. Also noted was Ms. Nicholls comments this evening on Fox2 News regarding the storms in the area.

## I. REPORTS

### 1. Public Services Superintendent – Dan Schlaff

Mr. Schlaff submits his progress report of the DPW and Water/Sewer per packet. Mr. Schlaff gave the following updates:

- Mr. Schlaff reported on repair work on pathway between Community Park and Shaw Court, snow plow repair and how the storm sewer functioned after today's heavy rain.
- Question was asked regarding yard waste pick up behind the bank and will refer this to Waste Management.
- Question asked about right-of-way cleanup and will be working on cleanup and repair of these areas.

### 2. Community Development Manager – Michelle Aniol

Ms. Aniol submits her report as per packet and gave the following updates:

- Victoria Condominiums will be on the next agenda.
- Horseshoe Park – survey should be done late next week or early the following week and will then come back before Council to ask to vacate First Street. Will be asking DTE to dedicate half of their right-of-way to the park.
- Economic Preparedness Committee met last week.
- Also included in the packet was a design for the relocation of the dumpster at Terry B's.

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

None

### 4. Subcommittee Reports

Facilities –President Keough reported that there was no formal presentation to be made at this meeting. President Keough reported that the six committee

members met and interviewed six of the architects and hopes to ask three of them back. The question was raised as to who should have voting rights in the committee and discussion followed.

#### 5. Village Manager Report

Mrs. Dettling submits her report as per packet and provided several verbal updates as did Ms. Nicholls:

- Reminded all of the Budget Work Session on Tuesday.
- The Community Garden is too wet to plow currently. 13 ½ plots have been rented plus all of the raised plots.
- Ms. Nicholls gave an update on the grant from the Ypsilanti Convention and Visitors Bureau. Travel Michigan and their marketing firm will be touring the Village on June 10.
- All three of last year's summer employees will be coming back and we will be advertising for a fourth person.
- Question was raised regarding a summer office intern and that person's supervision.

#### 6. President's Report

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

- Commented on a note received from a Westridge resident regarding a sewer issue and how it was handled.
- The DDA will meet on Thursday to approve the 2014-2015 Budget.
- Trustee Cousins commented on the opening of the West River Trail on May 8 and the ceremonies planned for the public opening of the trail on June 7.

### **J. CONSENT AGENDA**

1. Consideration of: Bills and Payroll in the amount of \$158,074.34
2. Consideration of: Closure of Central Street from Fifth to Main on Saturday, June 7, 2014 between 7:00 am and 6:00 pm for the Ice Cream Social

Motion Fisher; support Semifero to approve items 1 and 2 of the Consent Agenda.

Unanimous voice vote for approval

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

1. Discussion of: Cityhood Next Steps-Charter Commission Update

Nothing new to report.

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

1. Consideration of: Recommendation to authorize the Preliminary Groundwater Resources Evaluation at a cost not to exceed \$4,200, paid from the Water Fund

Motion Semifero; support Fisher to authorize the Preliminary Groundwater Resources Evaluation at a cost not to exceed \$4,200 and paid from the Water Fund.

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

Nays: None

Motion carries

2. Consideration of: Recommendation from Planning Commission to Adopt the CIP

Motion Tell; support Knight to accept the recommendation from the Planning Commission to adopt the 2014-2019 Capital Improvements Program as a guide in funding priority capital projects within the plan and to develop the FY 2014-2015 Budget.

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

Nays: None

Motion carries

3. Consideration of: Recommendation from Planning Commission on the Rezoning of 7390 and 7394 Dexter Ann Arbor Road from R-3 Multiple Family Residential to PB Professional Business

Motion Cousins support Carson based on the information received from the applicant, and reflected in the minutes of this meeting, the Village council finds that the rezoning request for 7394-7390 Dexter-Ann Arbor Road, received April 1, 2014 meets the required standards and findings for a Rezoning request pursuant to Section 23.05, Criteria for Amendment of the Official Zoning Map of the Zoning Ordinance and approves the request. The requested Rezoning is recommended based on the following findings:

1. The PB, Professional Business zoning district is compatible with the Village of Dexter Master Plan and Future Land Use map.
2. The PB, Professional Business zoning district is compatible with the surrounding uses and current zoning of the land.
3. The PB, Professional Business zoning will not compromise the "health, safety, and welfare" of Village residents.
4. There is an apparent demand for the applicant's childcare services, and limited areas are zoned PB, Professional Business.

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

Nays: Semifero

Motion carries 6-1

4. Consideration of: Recommendation to approve the meeting rental space contract with Dexter Senior Center at an annual cost of

\$4,800

Motion Fisher; support Semifero to approve the meeting rental space contract with the Dexter Senior Center at an annual cost of \$4,800.

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

Nays: None

Motion carries

5. Consideration of: Setting a Public Hearing on June 9, 2014 to consider an IFT Request from UIS

Motion Fisher; support Carson to set a Public Hearing on June 9, 2014 to Consider an IFT request from UIS.

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

Nays: None

Motion carries

6. Consideration of: Setting a Public Hearing on June 9, 2014 for the FY 14-15 Budget, Millage Rates and Water, Sewer and Refuse Rates

Motion Cousins; support Knight to set a Public Hearing on June 9, 2014 for the FY 14-15 Budget; Millage Rates; and Water, Sewer and Refuse Rates.

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

Nays: None

Motion carries

#### M. COUNCIL COMMENTS

Carson	Also commented on the West River Trail opening and Mr. Tell's comment about recognizing Allison Bishop for all she had done for the project.
Tell	None
Knight	Commented on all of the "material storage" along the railroad track and how bad that looks. Also asked about the boardwalk from the bridge to the cemetery and who has placed the dead trees and brush there. Mr. Schlaff offered to take a look into this.
Jones	None
Semifero	None
Fisher	None
Cousins	The award won by the Big 400 will be on display at the Village office. Will be leaving Wednesday to see grandson graduate from college.

#### N. NON-ARRANGED PARTICIPATION

None

**O. ADJOURNMENT**

Motion Fisher; support Knight to adjourn at 8:56 PM.

Unanimous voice vote for approval

Respectfully submitted,

Carol J. Jones  
Clerk, Village of Dexter

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

DEXTER VILLAGE COUNCIL  
BUDGET WORK SESSION  
WEDNESDAY, MAY 13, 2014

AGENDA 5-27-14  
ITEM C-2

**A. CALL TO ORDER**

The meeting was called to order at 6:10 PM by President Keough at the Copeland Board Room located at 7714 Ann Arbor Street in Dexter, Michigan

**B. ROLL CALL:** President Keough

J. Carson  
D. Fisher  
J. Semifero

P. Cousins  
J. Knight  
R. Tell

Also attending: Village Manager, Donna Dettling; Assistant Village Manager, Courtney Nicholls; Community Development Manager, Michelle Aniol; Treasurer/Financial Director, Marie Sherry; Council Clerk, Carol Jones; Public Services Superintendent, Dan Schlaff; Utility Lead Operator, Scott Maurer; Guest-Jim Pruitt Dexter Leader.

**C. PURPOSE:** The purpose of this meeting is to review the 2014-2015 and 2015-2016 proposed budget for the Village of Dexter.

1. General Fund – Ms Nicholls reviewed the budget updates from the previous meeting. Discussion followed.
2. Major, Local, Municipal Streets – Discussion followed on bonding and budgeting.
3. Water & Sewer – Discussion followed.
4. Salary Memo – Discussion followed and Mrs. Dettling reported that the promotion recommendation will be on the next Council agenda.

**D. ADJOURNMENT**

Adjourned at 7:29 PM

Respectfully submitted,

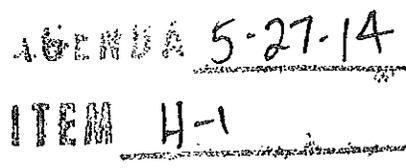
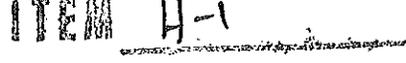
Carol J. Jones  
Clerk, Village of Dexter

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



# 2014 Meeting Calendar

Board	Date	Time	Location	Website	Village Representative
Dexter Community Schools Board of Education	5/27/2014	7:00 p.m.	Creekside Intermediate School	<a href="http://dexterschools.org/">http://dexterschools.org/</a>	
Dexter Village Council	5/27/2014	7:30 p.m.	Dexter Senior Center	<a href="http://www.dextermi.gov">http://www.dextermi.gov</a>	
Scio Township Board	5/27/2014	7:00 p.m.	Scio Township Hall	<a href="http://www.sciotownship.org/">http://www.sciotownship.org/</a>	Jim Carson
Western Washtenaw Area Value Express	5/27/2014	8:15 a.m.	Chelsea Community Hospital	<a href="http://www.ridethewavebus.org/">http://www.ridethewavebus.org/</a>	Donna Fisher
Dexter Village Parks & Recreation Commission	5/29/2014	7:00 p.m.	Village Offices	<a href="http://www.dextermi.gov">http://www.dextermi.gov</a>	Pat Cousins
Dexter District Library Board	6/2/2014	7:00 p.m.	Dexter District Library	<a href="http://www.dexter.lib.mi.us/">http://www.dexter.lib.mi.us/</a>	Joe Semifero
Dexter Village Planning Commission	6/2/2014	7:30 p.m.	Senior Center	<a href="http://www.dextermi.gov">http://www.dextermi.gov</a>	Paul Cousins
Dexter Village Arts, Culture & Heritage Committee	6/3/2014	7:00 p.m.	Dexter Senior Center	<a href="http://www.dextermi.gov">http://www.dextermi.gov</a>	Rhett Gronewelt
Washtenaw Area Transportation Study-Technical	6/4/2014	9:30 a.m.	Road Commission Offices	<a href="http://www.miwats.org/">http://www.miwats.org/</a>	
Dexter Area Historical Society Board	6/5/2014	7:00 p.m.	Dexter Area Historical Museum	<a href="http://www.dextermuseum.org/">http://www.dextermuseum.org/</a>	
Dexter Community Schools Board of Education	6/9/2014	7:00 p.m.	Creekside Intermediate School	<a href="http://dexterschools.org/">http://dexterschools.org/</a>	
Dexter Village Council	6/9/2014	7:30 p.m.	Dexter Senior Center	<a href="http://www.dextermi.gov">http://www.dextermi.gov</a>	
Tree Board	6/10/2014	5:00 p.m.	Village Offices	<a href="http://www.dextermi.gov">http://www.dextermi.gov</a>	Paul Cousins, Donna Deitling
5H - Dexter Coalition	6/10/2014	5:30 p.m.	Dexter Wellness Center		
Scio Township Board	6/10/2014	7:00 p.m.	Scio Township Hall	<a href="http://www.sciotownship.org/">http://www.sciotownship.org/</a>	Jim Carson
Chelsea Area Planning Team/Dexter Area Regional Team	6/11/2014	7:00 p.m.	Dexter Township Hall	<a href="http://www.ewashitenaw.org/">http://www.ewashitenaw.org/</a>	Julie Knight
Dexter Area Chamber of Commerce	6/11/2014	8:15 a.m.	Copeland Board Room	<a href="http://www.dexterchamber.org/">http://www.dexterchamber.org/</a>	Paul Cousins, Carol Jones
Gateway Initiative (Big 400)	6/13/2014	9:30 a.m.	Waterloo Recreation Area		

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





2014 Sign Calendar

Community Band - Concert	4/21-5/4	2 - 2' x 4' - 18" x 24"	11/1/2013	1, 3, 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 - Bates, 13 - 3443 Inverness, 14 - 7720 Ann Arbor Street, 15 - S. Main/Broad, 16 - N. Main/Broad, 17 - Edison/Ann Arbor Street, 18 - Dover/Fifth, 19 - Central/Fifth, 20 - Broad/Fifth, 21 - Mill Creek Middle School, 22 - Fourth/Inverness, 23 - Dexter Bakery, 24 - Lighthouse, 25 - Dexter Pharmacy 2, 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, 47-Dexter Mill/RR tracks, 48-7444 Dexter-Ann Arbor, 49-Park entrance @ Farmers Mkt and Library, 50-2810 Baker/Dexter Wellness entrance							
						** Dexter Farmers Market will place up to 5 signs on Friday, Saturday and Tuesday from May through October to advertise for the market	
						** Dexter Area Chamber will place 4 signs on Friday night to announce the summer series (1, 2, 5, 44)	



AGENDA 5-27-14

ITEM H-3

Dexter Senior Center  
7720 Ann Arbor Street  
Dexter, MI 48130  
May 8<sup>th</sup>, 2014

Donna Dettling  
Village Manager  
Village of Dexter  
8123 Main Street  
Dexter, MI 48130

Dear Village Officials:

On behalf of myself, the Dexter Senior Center Board of Trustees and our members I would like to thank the Village of Dexter for the contribution towards our funding in the amount of \$1,000.00.

As you know, the Dexter Senior Center provides services to seniors age 55 and older within the Dexter community and surrounding areas. We currently provide opportunities to approximately 300 members, many of whom reside in the Village of Dexter.

With the generous support of people like you, we will be able to provide educational courses, opportunities for physical fitness and healthy lifestyle choices as well as a location for friendship and social well-being. All of these activities are essential to our community and we couldn't have done it without your help.

For more information on how your donation is helping to make a difference in the lives of so many in our community, we invite you to visit us at any time. You can also find information on our events and daily programming online at [www.dexterseniors.org](http://www.dexterseniors.org).

Thank you again, and we look forward to your continued support.

Sincerely,

Katelyn Stirling  
Director  
Dexter Senior Center





michigan municipal

Better Communities. Better Michigan.

AGENDA 5-27-14

ITEM H-4

May 02, 2014

Ms. Carol Jones  
Village Clerk  
Dexter  
8140 Main St.  
Dexter, MI 48130-1092

Dear Ms. Jones,

Thank you for your continued participation and support of the Michigan Municipal League. The League is your advocate for all the important issues facing local government. With the continuing challenges we face in Lansing and Washington, our work for you is even more critical. The League is leveraging our access to key leadership to fight on key issues like transportation funding, and increased revenue sharing. This past year the League was able to achieve 100% replacement for lost PPT dollars, a goal once thought unattainable. We will continue to fight for you on the issues that matter most, and support every member by leading advocacy efforts in support of municipal issues. Our Legal Defense Fund is providing advocacy of a different type as they continue to work to protect your interests in the courts and regulatory arena.

The League will remain on the cutting edge, helping forge a new Michigan. The League's Center for 21st Century Communities (21c3) is working to assist local officials in identifying, developing, and implementing programs and strategies to enhance our member communities' ability to be vibrant places for the 21st century. We provide low-cost, high quality education programs ranging from place to effective and efficient governance.

The League's Board of Trustees recognizes the strained financial conditions present in many Michigan communities. We have worked very hard over the last several years to keep dues low, resulting in savings of over 30%. This year we are passing along a modest 1.6% inflationary adjustment to League dues.

The true power of the League comes from the combined voices of communities across Michigan. Together we can make a real difference. Your Michigan Municipal League membership is one of the best investments your community can make. Be sure to maximize your membership by contacting us with your questions, and by actively participating at League events. Thank you for your support. We look forward to our continued partnership with your community.

Sincerely,

*Daniel P. Gilmartin*

Daniel P. Gilmartin  
Executive Director & CEO

*Jacqueline K. Noonan*

Jacqueline K. Noonan  
President, 2013-2014

Enc.

*renewed  
5/27/14*



# michigan municipal league

## *Member Benefits at a Glance*

### **Advocacy of Municipal Issues**

- Legislative Advocacy – expert advocacy and dedicated representation at the state and federal levels on municipal issues
- Legislative Committees – member advisory committees help shape League-wide positions on important matters
- Legislative Link E-Newsletter – a weekly rundown of legislative activity
- Inside 208 Blog – timely conversations on legislative and advocacy issues

### **Information**

- Inquiry Service – information and custom research on your municipal questions
- Center for 21<sup>st</sup> Century Communities (21c3) – tools to better position your community for the 21<sup>st</sup> century
- Directory of Michigan Municipal Officials* – annual listing of elected and key appointed city and village officials
- The Review* – bimonthly magazine geared specifically to the municipal audience
- Wage and Salary Database – searchable database of 143 titles, available to respondents of the annual online survey

### **Educational Opportunities (*member rates apply*)**

- Convention and Capital Conference – gain tools to improve your community and receive the latest Lansing updates
- Seminars and workshops – on-site and online training opportunities
- Elected Officials Academy – certification program designed to help elected officials lead in the 21<sup>st</sup> century

### **Documents on the League's Website**

- EVIP Resource Page – guidance on how to qualify for EVIP funding
- E-Books, including: *Handbook for Municipal Officials* and *Handbook for General Law Village Officials*
- One-Pager *Plus* Fact Sheets – easy to read summaries of common municipal topics
- Sample contracts, ordinances, policies, resolutions, and Request for Proposals (RFPs)

### **Insurance Programs (*premiums apply*)**

- League Workers' Compensation Fund
- League Liability and Property Pool
- League Sponsored BCBSM Program
- Unemployment Compensation Fund

### **Savings and Vendor Services**

- Natural Gas Purchasing Program – a program designed to reduce your gas utility costs
- Telecommunications – cut your telecom costs by partnering with Abilita, a telecommunications consulting leader
- U.S. Communities Government Purchasing Alliance – favorable pricing to various products and services
- Business Alliance Program – vendors who provide services to the municipal market

### **Additional League Services (*member rates apply*)**

- CDL Drug and Alcohol Testing Consortium – random testing program in accordance with DOT regulations
- Classified Ads – municipal job openings, as well as items for sale, on the League's website
- Consulting Services – draw on the League's expertise for your management consulting needs
- Executive Search Service – recruit the League to facilitate your executive search process
- Legal Defense Fund (LDF) – legal assistance to LDF member municipalities in cases that have statewide impact

Questions? Contact (800) M-LEAGUE;  
Access the League's website by visiting [www.mml.org](http://www.mml.org).

5-27-14

ITEM A-5

**Donna Dettling**

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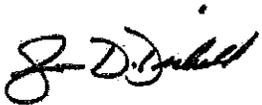
**From:** Rep. Gretchen Driskell (District 52) <GretchenDriskell@house.mi.gov>  
**Sent:** Tuesday, May 20, 2014 4:33 PM  
**To:** Rep. Gretchen Driskell (District 52)  
**Subject:** Investment Crowd funding Town Hall Event June 16  
**Attachments:** Driskell Crowdfunding TH Flyer(R).pdf

On Monday, June 16th, from 5:30 – 7:30 p.m. I will be holding an informational Town Hall Meeting on Investment Crowdfunding: The Michigan Invests Locally Exemption (MILE) Act (PA 264 of 2013). The meeting will be held at the Scio Township Hall, 827 N. Zeeb Rd, Ann Arbor. I would like to invite you, local businesses, and any interested citizens in your municipality to attend. Attached please find a flyer you may reproduce, post publicly, and distribute as you wish.

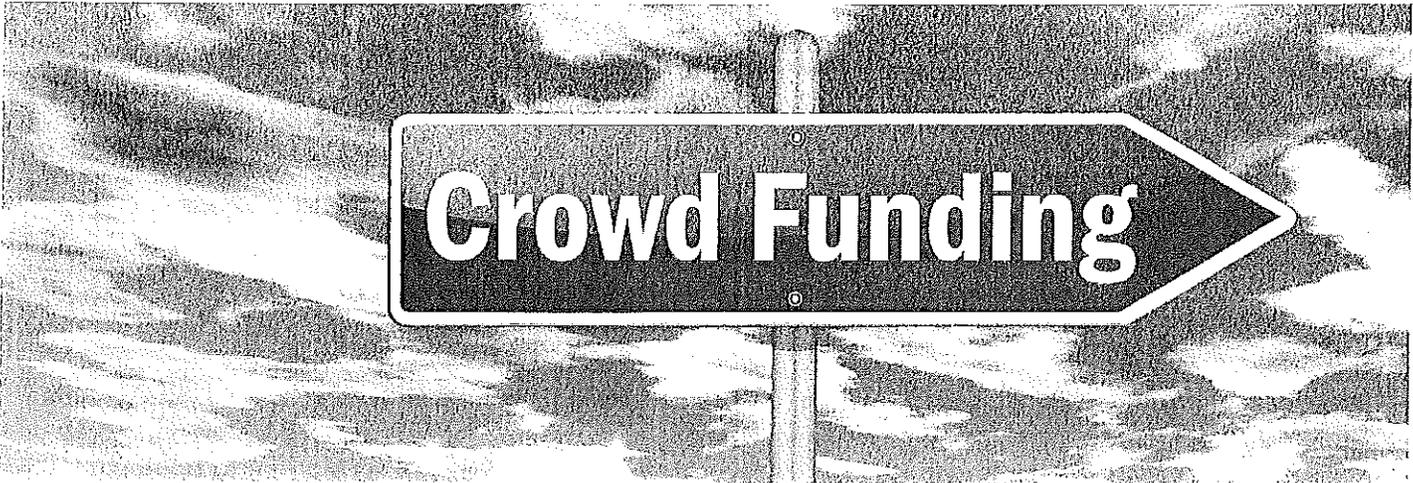
The panel will be comprised of speakers from small business development groups, local development entities, investment firms and small business owners who've utilized this new mechanism. I will serve as a moderator and I intend to facilitate a conversation about what the new MILE Act means for local business owners and potential investors. Since our panel includes many members with expertise in this area, I will be leaving ample time for a Q&A session.

I look forward to an evening of discussion regarding Investment Crowdfunding and I hope you and your colleagues can join me. If you have any questions or concerns, please feel free to contact my office.

Sincerely,



GRETCHEN DRISKELL  
State Representative  
52nd District



**Crowd Funding**

STATE REPRESENTATIVE

# GRETCHEN DRISKELL

INVITES YOU TO ATTEND A TOWN HALL EVENT ON



## Investment Crowdfunding

Monday, June 16 • 5:30 - 7:30 p.m.

Scio Township Hall  
827 N. Zeeb Road, Ann Arbor

STATE REPRESENTATIVE  
**GRETCHEN DRISKELL**  
52ND HOUSE DISTRICT

**Angela Barbrash**  
Founder & CEO  
of Reconsider, Inc.

**Kyle Dewitt**  
General Manager & Co-Founder  
of Tecumseh Brewing Company

*Invited Panelists Include:*

**Chris Miller**  
DDA & Economic Development  
Director, City of Adrian

**Charlie Penner**  
Regional Director  
of the Greater Washtenaw Team  
of the Michigan Small  
Business and Technology  
Development Center

[driskell.housedems.com](http://driskell.housedems.com)  
 (855) 627-5052  
 [gretchendriskell@house.mi.gov](mailto:gretchendriskell@house.mi.gov)

*Learn how Michigan's new crowdfunding legislation is bringing this creative approach to economic development into the real world. Crowdfunding can encourage entrepreneurship and business growth in local communities trying to create vibrant places. Hear both a local and an investor perspective on what it is, how it works, and how to put this economic development tool to work in your business and community.*

AGENDA 5-27-14

ITEM I-1

**Public Services Department**

[dschlaff@dextermi.gov](mailto:dschlaff@dextermi.gov)

8140 Main Street Dexter, MI 48130-1092

Phone (734)426- Fax (734)426-

**MEMO**

**To: President Keough and Council**  
**From: Dan Schlaff, Public Services Superintendent**  
**Date: May 27, 2014**  
**Re: Utility Progress & DPW Progress Reports**

Provided for Council review are progress reports for the following period:

Utility Progress Report and DPW Progress Report weeks of:

5/5/2014 to 5/11/2014  
5/12/2014 to 5/18/2014

Update on Ferric Tank Emergency Repair

Please contact me, if you have any questions.



Utilities Projects - 1/1/2014	5/5/2014	5/11/2014	7/Days		
sewer maintenance	8				
water maintenance	3				
mxu's, Wire	16				
new meters					
water shut offs	4				
lift stations, Reads, Floats	4	Changed out WFP gen heater.			
miss digs	10				
Read water meters					
Hosing WWTP	4				
backwash filter building	3	45,000 gal			
final reads/beginning reads	1				
arsenic samples	1				
Morning Rounds WTP	5				
Morning Rounds WWTP	5				
Activated sludge settling test	5				
Replace, repair lighting	1	Office WWTP.			
Transferred sludge from primary to secondary					
Weekend Operation & Lab	2				
Bisulfite delivery	1				
5th well annual grease,oil					
Flushed primary scum beaches	4				
Chem Cleaned sand filters	1	#2			

WORKS ORDER DETAILS	5/5/2014	5/11/2014	7/Days		
Worked with UIS on scada					
Filled oiler, greased screw pumps					
Unplugged ras pump	1	#2			
Chlorine delivery	1				
Clear bar screen					
Decanting from secondary digester					
Mixing primary digester for TAVA sample	1				
Cleaned sludge sink WWTP					
Pumped scum pit WWTP	2				
Pumped down ferric man hole					
Open iron pond drain					
Replaced blower bearings					
Add 3lb polymer aeration tank	3				
Chem feed pumps WWTP					
NUBCO WATER READS	2	Meter # 71307627 read 0056 Meter # 71756943 read 3050			
Changed out CL2 transfer pump	1	WWTP			
Mop clean WTP, 5 th well					
Mixing chamber WWTP	2	Removed rags.			
Activated sludge samples	3				
Sludge judge clarifiers	7				
Alternate outdoor, indoor screw pumps	7				
Changed Cl2 Pump Hose 5TH	2				

	5/5/2014	5/11/2014	7/Days		
Well					
Metro Sewer Vac-Truck					
Doug painting stairs WWTP	3	3 - days			
Primary clarifier sludge samples	4				
Rebuild sand filter WWTP	3				
Cleaned filter building					
Investigate sewer backup					
5TH WELL	1	29' 9"			
DO reads activated sludge tank	7				
WATER DUTY SHEETS	DRINKING WATER LAB 7 DAYS PER WEEK.				
1	Daily grab lab:				
2	PH		7-Days Per Week		
3	Iron		7-Days Per Week		
4	Fluoride		7-Days Per Week		
5	Orthophosphate		7-Days Per Week		
6	Free Chlorine		7-Days Per Week		
	WEEKLY LAB				
1	Raw Fluoride			One Per Week	
2	Arsenic			One Per Week	
3	Raw iron Ryan drive wells			One Per Week	
	WEEKLY NPDES WFP				
1	PH		One Per Week		
2	Iron		One Per Week		
3	Suspended solids		One Per Week		
	DRINKING WATER REPORTING				
1	Data entry for MORs			State Every Month.	
	DRINKING WATER OTHER:				
1	Monthly bacteriological testing				

WATER PROJECT ID	5/5/2014	5/11/2014	7/Days		
WASTE WATER DUTY SHEETS	WASTE WATER LAB 7 DAYS PER WEEK.				
1	Daily grab lab		7-Days Per Week		
2	PH		7-Days Per Week		
3	Temp		7-Days Per Week		
4	DO		7-Days Per Week		
5	Fecal Coliform		7-Days Per Week		
6	Total Chlorine		7-Days Per Week		
7	Settlability		7-Days Per Week		
8	MSSS AT RAS		7-Days Per Week		
9	Wasting rates		7-Days Per Week		
	Daily Composite Lab:				
1	Dates:		5/5/2014	5/11/2014	
2	BOD		7-Days Per Week		
3	Suspended Solids		7-Days Per Week		
4	Phosphorous		7-Days Per Week		
5	Ammonia		7-Days Per Week		
	Sludge Lab:				
1	PH		7-Days Per Week		
2	Total Solids %		7-Days Per Week		
3	Alkalinity		7-Days Per Week		
	Paragon Sampling:				
1	Copper		1-Day Per Week		
2					
	WASTE WATER REPORTING:				
1	EDMR Submitted		State Every Month.		
	QA/QC:				
1	Log Sheets		One Per Week		
	ORDER SUPPLIES:				
1					
	ORDER CHEMICALS:				
1	Bisulfate				
2	Bleach				
	IPP: received report				
1	Alpha Metal				
2	Reports				
3	Other				

DURING PROGRESS PERIOD:	5/5/2014	5/11/2014	7/Days		
IPP:					
1	NUBC				
2	Reports				
3	Other:	Received response letter from NUBC.			
	Miscellaneous:				
1	Ammonia probe refilled.				
2	Added polymer aeration tank				
3	Bleached, cleaned BOD bottles.				
4	General cleaning lab.				
5	Blair came in worked with Andrea, Doug, Eric				
	on start up digester sludge testing.				
6					
7					

	5/12/2014	5/18/2014	7/Days		
sewer maintenance	4				
water maintenance	2				
mxu's, Wire	2				
new meters					
Turned water shut off	1	7669 Forest.			
liftstations, Reads, Floats					
miss digs	17				
Read water meters					
Hosing WWTP	1				
backwash filter building	3	58,000 gal.			
final reads/beginning reads	4				
arsonic samples	1				
Morning Rounds WTP	5				
Morning Rounds WWTP	5				
Activated sludge settling test	5				
Replace, repair lighting					
Transferred sludge from primary to secondary					
Weekend Operation & Lab	2				
Bisulfite delivery					
5th well annual grease,oil					
Flushed primary scum beaches					
Chem Cleaned sand filters	1				

	5/12/2014	5/18/2014	7/Days		
Worked with UIS on scada					
Filled oiler, greased screw pumps					
Unplugged ras pump					
Chlorine delivery					
Clear bar screen					
Decanting from secondary digester					
Mixing primary digester for TAVA sample					
Flushed Hydrants		2	4 days		
Pumped scum pit WWTP		2			
Pumped down firric man hole					
Open iron pond drain					
Replaced blower bearings					
Add 3lb polymer aeration tank		3			
Chem feed pumps WWTP					
NUBCO WATER READS		2	Meter # 71307627 read 0	58	
			Meter # 71756943 read 3	3079	
Changed out CL2 transfer pump					
Mop clean WTP, 5 th well					
Mixing chamber WWTP					
Activated sludge samples		3			
Sludge judge clarifiers		7			
Alternate outdoor, indoor screw pumps		7			
Changed CL2 Pump Hose 5TH					

	5/12/2014	5/18/2014	7/Days		
Well					
Metro Sewer Vac-Truck					
Doug painting stairs WWTP	2	2 days			
Primary clarifier sludge samples	4				
Rebuild sand filter WWTP					
Cleaned filter building					
Investigate sewer backup					
5TH WELL	1	24' 6"			
DO reads activated sludge tank	7				
WATER DUTY SHEETS		DRINKING WATER LAB 7 DAYS PER WEEK.			
	1	Daily grab lab:			
	2	PH		7-Days Per Week	
	3	Iron		7-Days Per Week	
	4	Flouride		7-Days Per Week	
	5	Orthoposphate		7-Days Per Week	
	6	Free Chlorine		7-Days Per Week	
		WEEKLY LAB			
	1	Raw Flouride		One Per Week	
	2	Arsenic		One Per Week	
	3	Raw iron Ryan drive wells		One Per Week	
		WEEKLY NPDES WFP			
	1	PH		One Per Week	
	2	Iron		One Per Week	
	3	Suspended solids		One Per Week	
		DRINKING WATER REPORTING			
	1	Data entry for MORs			
				State Every Month.	
		DRINKING WATER OTHER:			
	1	Montly bacteriological testing			

WASTE WATER DUTY SHEETS		5/12/2014	5/18/2014	7/Days
WASTE WATER LAB 7 DAYS PER WEEK.				
1	Daily grab lab			7-Days Per Week
2	PH			7-Days Per Week
3	Temp			7-Days Per Week
4	DO			7-Days Per Week
5	Fecal Coliform			7-Days Per Week
6	Total Chlorine			7-Days Per Week
7	Settlabililty			7-Days Per Week
8	MSSS AT RAS			7-Days Per Week
9	Wasting rates			7-Days Per Week
Daily Composite Lab:				
1	Dates:		5/12/2014	5/18/2014
2	BOD			7-Days Per Week
3	Suspended Solids			7-Days Per Week
4	Phosphorous			7-Days Per Week
5	Ammonia			7-Days Per Week
Sludge Lab:				
1	PH			7-Days Per Week
2	Total Solids %			7-Days Per Week
3	Alkalinity			7-Days Per Week
Paragon Sampling:				
1	Copper			1-Day Per Week
2				
WASTE WATER REPORTING:				
1	EDMR Submitted			State Every Month.
QA/QC:				
1	Log Sheets			One Per Week
ORDER SUPPLIES:				
1	NCL ascorbic acid.			
ORDER CHEMICALS:				
1	Bisulfate			
2	Bleach			
IPP:				
1	Alpha Metal			
2	Reports		Received report.	
3	Other			



DPW Project/Event/Repair	5/5/2014	5/11/2014	7-Days			
Leaf Pick-Up						
Chip Brush		2 6 hours each.				
Patch Roads						
Repair Shoulders		2 2 hours each. 5TH, Central.				
Grade Shoulder		1 7 hours				
Storm Sewer Repair						
Street Sign		2 2 hour each. A2, Dan Hoey, Baker, Dan hoey.				
Road Repair		2 2 hour each. Dpw yard, Industrial park, Dextech.				
Trim Trees,Cut Down						
Clean Ditch						
Repair manhole						
Plow Roads						
Maintain/Inspect Playgrounds						
Lawn Mowing service		1 7 hours. 2 mowers, 2 weed whips, 2 blowers, 1 push mower.				
Street Sweeping						
Clean Downtown						
Farmers Market						
Monthly Engine Hours						
Apple Daze Prep						
Storm Water Inspection		2 1 hour each. Cleaned drains.				
Sprinkler System Maintenance						
Traffic study Baker road		2 2 hour each.				

Item	5/5/2014	5/11/2014	7-Days			
Cleaned 5 yard truck	1	Pulled salter out, washed out, greased salter.				
		9 hours.				
Emptying Street Sweeper into Dumpster	1	1 hour.				
Ground stump						
Unloaded fence stored farm house barn						
Miss Diggs	10	7 hours				
Parks	2	2 hours each. Moved picnic tables.				
Repair stop sign						
Maintenance on sweeper						
Working On Leaf Machine						
Traffic Signals	2	2 hour each. Dan Hoey, Baker				
Clock Downtown						
Put up, Take Down Banners						
Radar Sign						
Yearly rental rates						
Maintenace GMC Truck						
Compost Bags	2	1 hour each.				
Repair & reseed ruts top soil rake asphalt, rocks.						
Fuel in Bobcat						
Office Towels, T.P						
Plowing, Removal Of Snow Parking Lots						

PUMP PROJECTS RETURN	5/5/2014	5/11/2014	7-Days			
Trash down town		2 2 hours each.				
Push Back Shoulders						
Hooked up stump grinder, grease, lube						
Maintenance International Dump Truck						
Salted delivery						
Bobcat maintenance						
Greased 1 ton truck box, front end.						
Clean Office, Break Room						
Cleaned salt trucks						
SWPP reports						
PIPP reports						
Changed oil chipper, filters, greased						
Lawn trailer						
Cleaned work area						
Worked on alley's						
Block off parking spots						
Farm house water line						
Rebuilt storm grate						
Union meeting		4 2 hours each.				
Health care meeting		1 3 hours				
Emptied used oil barrels						

DEW/PROGRESS REPORT	5/5/2014	5/11/2014	7-Days			
Pre-inspection bucket truck		30 min				
Pre-inspection 1 ton trucks		1 30 min				
Pre-inspection GMC truck		30 min				
Pre-inspection International truck		1 30 min				
Pre-inspection front end loader		1 30 min				
Pre-inspection Case backhoe		1 30 min				
Pre-inspection Bobcat		1 30 min				
Monthly Crane Inspection						
Frozen storm lines behind Dexter Pub						
Snow plow damage						
Alley inspection						
Lumber from lowes						
Shoveled salt out of truck salter chain broken.						
Working with LED contractor						
Contract negotiation		1 3 hours				
Called M & M pavement marking company.						
Bills payroll		1 1 hour.				
Replaced sweeper dumpster						
Change photo cell						

DPAW Projects Region	5/5/2014	5/11/2014	7-Days			
Quarterly engine hours						
Street painting template						
Washed pick up truck						
Washed 1 ton truck						
Worked on update storm water maps.						
Inspection retention ponds						
Meeting Donna, Courtney, Brenda						
Used seeder in parks		17 hours.				
Total work orders		46				
Total work hours		107				
Total hours worked		92.5				

ROAD PROJECTS REGION	5/12/2014	5/18/2014	7-Days		
Leaf Pick-Up	1	1 hour.			
Chip Brush	1	Catholic Church. 1 hour.			
Patch Roads	2	7 hours each.			
Repair Shoulders	3	10 hours. Storm repair.			
Grade Shoulder					
Storm Sewer Repair	2	Cleaned storm drains. 2 hours			
Street Sign	2	1.5 hours each.			
Road Repair					
Trim Trees,Cut Down	2	5 hours each.			
Clean Ditch					
Repair manhole					
Kubota Gator	1	4 hours. Door off, remount mirrors, greased.			
Maintain/Inspect Playgrounds					
Lawn Mowing	1	7 hours.			
Street Sweeping	1	4 hours.			
Clean Downtown					
Farmers Market					
Monthly Engine Hours					
Apple Daze Prep					
Storm Water Inspection					
Sprinkler System Maintenance					
Traffic study Baker road					

DPAW Budget Report	5/12/2014	5/18/2014	7-Days		
Cleaned 5 yard truck					
Emptying Street Sweeper into Dumpster					
Ground stump					
Unloaded fence stored farm house barn					
Miss Diggs		18	9 hours		
Parks					
Repair sign		1	1.5 hours.		
Maintenance on sweeper					
Working On Leaf Machine					
Traffic Signals		3	1 hour each.		
Clock Downtown					
Put up, Take Down Banners					
Radar Sign		2	2 hours.		
Yearly rental rates					
Maintenace GMC Truck					
Compost Bags					
Meeting Matt Romine side - walk		1	2.5 hours.		
Fuel in Bobcat					
Office Towels, T.P					
Checked power at Monument Park. Changed to summer.		1	2 hours.		

DEPARTMENT / CASE REGION	5/12/2014	5/18/2014	7-Days		
Trash down town	2	2 hours each.			
Parade meeting	1	2 hours.			
Hooked up stump grinder, grease, lube					
Maintenance International Dump Truck					
Suppliers graffiti removal	1	2 hours.			
Bobcat maintenance	1	2 hours.			
Greased 1 ton truck box, front end.					
Clean Office, Break Room	2	2 hours.			
Street committee meeting	1	1 hour.			
SWPP reports					
PIPP reports					
Changed oil chipper, filters, greased					
Lawn trailer					
Cleaned work area					
Worked on alley's					
Block off parking spots					
Farm house water line					
Rebuilt storm grate	2	1 hour each.			
Union meeting					
Health care meeting					
Meeting with Gino trees	1	2 hours			

Date/Description	5/12/2014	5/18/2014	7-Days		
Pre-inspection bucket truck	1	30 min			
Pre-inspection 1 ton trucks	1	30 min			
Pre-inspection GMC truck	1	30 min			
Pre-inspection International truck		30 min			
Pre-inspection front end loader	1	30 min			
Pre-inspection Case backhoe	1	30 min			
Pre-inspection Bobcat	1	30 min			
Monthly Crane Inspection					
Sidewalk,street painting forms		1	2 hours.		
Snow plow damage					
Alley inspection					
Work orders summer help		1	2 hours.		
Street painting evaluation		1	2 hours.		
Meeting Dan, Donna, Kurt		1	1 hour.		
Working with LED contractor		1	1 hour.		
Contract negotiation					
Called M & M pavement marking company.					
Bills payroll		1	1hour.		
Replaced sweeper dumpster					
Change photo cell					

DPW/COMMENTS FROM	5/12/2014	5/18/2014	7-Days		
Quarterly engine hours					
Street painting template					
Washed pick up truck					
Washed 1 ton truck					
Worked on update storm water maps.					
Inspection retention ponds		1 1 hour			
Boullion sales		1 1 hour			
Water bags on trees		1 4 hours. Meeting with Micelle about bags, letters.			
Moved salter outside, put tailgate on dump truck.		2 3 hours each.			
Worked on carbon edger		1 1.5 hours.			
Worked on barricades		1 4 hours.			
New tires big snow plow		1 1.5 hours			
Meetinh Hopp electric		1 1 hour Monument Park.			
Barricades out for garden club		1 1 hour			
Lessers propane		1 1.5 hours			
Grainger		1 1 hour			
Total work hours		159			
Total hours worked		134.5			
Total work orders		77			
One summer help started this week.					

AGENDA: 5-27-14

ITEM I-2



**VILLAGE OF DEXTER - COMMUNITY DEVELOPMENT OFFICE**  
8140 Main Street • Dexter, Michigan 48130-1092 • (734) 426-8303 • Fax (734) 426-5614

**Memorandum**

**To:** Village Council and President Keough  
Donna Dettling, Village Manager

**From:** Michelle Aniol, Community Development Manager

**Re:** Report

**Date:** May 27, 2014

**Victoria Condominium Update**

Office staff received several complaints from residents in Victoria Condominium regarding grass not being mowed, drainage issues, grading and lack of follow-up by the builder. I am in the process of scheduling a meeting with the builder and Village administration to address and resolve these and other outstanding issues.

**DDA UPDATE**

- **FY 2014-15:** The DDA adopted their budget for FY 2014-15 and recommended approval to Village Council, at its meeting on May 15<sup>th</sup>. The Board decided not to include pay-down of bond debt in the budget because they hadn't had an opportunity to review the DDA Forecast. Village Finance Director/Treasurer, Marie Sherry and DDA Treasurer, Tom Covert are working on the Forecast, and are expected to present it at the DDA's meeting on June 19<sup>th</sup>.
- **Dancer's Edge Lease:** The Board extended the lease with Dancer's Edge until May 31<sup>st</sup>. Pete Potos (co-owner of Dancer's Edge) attended the DDA meeting. He told the Board the studio construction was nearly complete and a formal ribbon cutting was planned for Memorial Day. He coined a phrase, "performing arts district" when talking about the improvements that have been done by Mr. Willis, the Encore Theater, and Dancer's Edge.
- **Capital Maintenance:** The DDA has authorized Scott Maurer (DPW) to prepare a scope of work for brick paver repair along Main and Broad Streets, and to put the project out for bid, with a review and analysis of the bids to be presented to the DDA at its June meeting.
- **3045 Broad Street:** A meeting has been scheduled with OHM and Jim Houk for Tuesday, May 20, 2014 to review their draft reports regarding infrastructure funding requirements and additional site planning study. Jim Houk will present his findings at the DDA meeting in June.

**PLANNING COMMISSION UPDATE**

The Planning Commission will revisit ordinance amendments started last year, including Article 3, Exterior Lighting, Article 6, Landscaping, and Article 7, Signs. The Commission will also be asked to consider amending Article 19, PUD, Planned Unit Development and Article 21, Site Plan Review.

Derk Wilcox announced his resignation from the Planning Commission at the last meeting. An invitation to Village residents will be posted on the website, in an effort to fill his position. I've enjoyed working with Mr. Wilcox. His service to the Village of Dexter is great appreciated.

**TREE BOARD**

- **Field Trips:**
  - The Tree Board is scheduled to conduct an on-site work session at Community Park - Wednesday, May 21<sup>st</sup> at 4:00 pm. The purpose of this field trip is to evaluate existing trees in the Park and determine if the Board wants to plant left over trees in the Park, or elsewhere in the Village.

- o The Tree Board plans to conduct a field trip to Horseshoe Park in the future to determine species type and quantity of trees to be planted in the Park next year. The Board would like to work jointly with the Park and Recreation Committee on placement of the trees.
- Spring Tree Planting 2014: Between Thursday, April 24, 2014 and Wednesday, May 6, 2014 Ann Arbor Landscaping planted new trees in the public right-of-way throughout the Village. The new trees were installed to replace dead, diseased or dying trees previously removed by the Village, as part of the Resident Cost-Sharing Tree Planting Program, or as part of the Village's annual tree planting program to celebrate Arbor Day.

Affected residents were notified of their new tree(s) and asked to help maintain them. The tree(s) were fitted with a gator watering bag, and residents were given directions for use and filling tips. In addition to caring and watering for the tree(s) residents were informed that their tree(s) have a one-year warranty, and it is their responsibility to contact the village within one year, if their tree(s) do not survive.

- Spring Planting 2015: The Tree Board has decided to plant at least 2 trees each year in Mill Creek Park, beginning in spring 2015.



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**NOTICE OF DECISION**

**TO:** Village Council and President Keough  
Planning Commission

**CC:** Jonathon Coffey, 7690 Grand Street  
Donna Dettling, Village Manager

**FROM:** Michelle Aniol, Community Development Manager

**DATE:** Tuesday, May 19, 2014

**RE:** ZBA Decisions: Case #2014-03  
Case #2014-02 7061 Dexter-Ann Arbor Rd; HD-08-08-200-021  
7690 Grand Street; HD-08-06-452-001

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

**1. Variance Request (ZBA Case #2014-02)**

On May 19, 2014, the ZBA reviewed a waiver request submitted by Jonathon Coffey, 7690 Grand Street. The waiver was requested from the following section of the Village of Dexter Zoning Ordinance:

Section 20.01 Schedule of Regulations for Principal Buildings-Residential; the minimum front yard setback for a principal structure in the R-1B One Family Residential District is 15 feet. The applicant proposes a reduced setback of 5.6 feet due to practical difficulties associated with the property.

PROPOSAL - The applicant proposes a reduced setback of 5.6 feet due to practical difficulties associated with the property.

The public hearing was opened at 7:01 PM, at which time the applicant's request and staff's review were presented. During the briefing, staff explained that Mr. Coffey received this same variance from the ZBA in 2008.

The applicant, Jonathon Coffey greeted the Board and asked for approval of his request.

There were no public comments, and the public hearing was closed at 7:12 pm.

The Board and the applicant began discussing the variance request.

Chairman Bomberly inquired about the location of a future sidewalk in the event a variance was granted.

Board member Wilcox stated he saw clear reasons to approve based on a finding of substantial justice, and felt that others should be encouraged to upgrade homes in the Village.

**ZBA Decision**

On May 19, 2014, the Village of Dexter Board of Zoning Appeals moved the following (DRAFT motion):

Moved by Bombery, supported by Wilcox;

Based on the information provided by the applicant at the May 19, 2014 Zoning Board of Appeals meeting the board determines that the request to waive the requirements of Section 20.01, Schedule of Regulations for the front yard setback, submitted by Jonathan Coffey for 7690 Grand Street, HD-08-06-425-001 to permit the applicant to construct an attached structure that encroaches 9 ½ feet into the front yard setback be **GRANTED**, for the property located at 7690 Grand Street because the proposed variance **MEETS** the conditions required for the granting of a variance, per the 3 reasons stated in the Community Development Manager's report dated, May 19, 2014.

Ayes: Stacey, Gray, Bombery, Wilcox, Rush  
Nays: None  
Absent: Hansen, Carson

Motion Carried 5-0

## 2. Variance Request (ZBA Case #2014-03)

On May 19, 2014, the ZBA reviewed a waiver request submitted by Matt Fromboluti, on behalf of St. Joseph Mercy Health System, 7061 Dexter-Ann Arbor Road. The waiver was requested from the following section of the Village of Dexter Zoning Ordinance:

Section 7.04 Building Signs. Signs for multiple tenant shopping centers or multi-tenant buildings shall not exceed one (1) square foot of sign area per one (1) lineal foot of building frontage per tenant, with the maximum sign area not to exceed 42 square feet.

PROPOSAL - The applicant proposes a 112 square foot sign due to practical difficulties associated with the property; specifically the tenant space within the subject building is located more than 300 feet from Dexter Ann Arbor Road and a 42 square foot sign would not be sufficiently visible.

The public hearing was opened at 7: 18 PM, at which time the applicant's request and staff's review were presented.

On behalf of the applicant, Tom Covert, 3550 Edison addressed the Board, citing distance from the road, angle of building related to the road and road speed are practical difficulties to be considered in this case.

The applicant and Board engaged in discussion regarding the following:

- Compressing height and length of the sign to sign band;
- Logic for determining requested size;
- Visibility for folks traveling west from Ann Arbor compared to those traveling east;
- Entrance to shopping center in relation to new tenant space; and
- Lack of signage on other dormers in the shopping center.

Chairman Bombery called for public comment:

- Phil Mekas, 7203 Ulrich introduced himself as new ZBA member and stated he was surprised by the request for 3 times the maximum signage. He stated he prefers the space to be occupied and recognizes the location will be more of a destination. He closed by saying he prefers the requested sign area be reduced.

- Tom Covert stated he did not believe the size of the sign that was being requested would be out of character, citing the signs at Busch's, La Fontaine, Country Market and the nearby banks, as examples.

Chairman Bombery closed the public hearing at 7:45 pm.

Board members discussed the following concerns during the post-public hearing period:

- Visibility from the road
- Setting a precedent for larger signs at the shopping center
- Struggles to apply sign standards uniformly
- Previous variances for sign size hasn't hurt Village

#### **ZBA Decision**

Moved by Wilcox, supported by Gray;

Based on the information provided by the applicant at the May 19, 2014 Zoning Board of Appeals meeting, the board determines that the request to waive the requirements of Section 7.04 Building Signs, submitted by Matthew Fromboluti, on behalf of new tenant, St. Joseph Mercy Health Center, for 7061 Dexter-Ann Arbor Road, HD-08-08-200-021 to permit the applicant to install a building sign with a maximum area of 105 square feet be **GRANTED**, for the tenant space at the property located at 7061 Dexter-Ann Arbor Road because the proposed variance **MEETS** the conditions required for the granting of a variance.

The determination was made with consideration of following per Section 24.05 of the Village of Dexter Zoning Ordinance, practical difficulties and public safety and welfare.

Additional Board discussion revolved around the question of why the shopping center didn't have a ground sign.

Staff pointed out that, for consistency with the report, the motion stipulated a smaller sign area than requested by the applicant.

Wilcox amended his motion to allow a 112 square foot sign, which Stacey supported.

Ayes: Rush, Wilcox, Gray, Stacey

Nays: Bombery

Absent: Hansen, Carson

Motion Carried 4-1

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

Thank you.  
Respectfully submitted,

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Michelle Aniol  
Community Development Manager  
Village of Dexter





**Dexter Area Fire Department  
Fire Administration Board  
Board Meeting Minutes  
April 17, 2014 – 6:00 p.m.  
Dexter Township Hall**

AGENDA 5-27-14

ITEM I-3

VILLAGE OF DEXTER  
DEXTER TOWNSHIP  
WEBSTER TOWNSHIP

Members Present: Chair Jim Seta, Ray Tell (Dexter Village); Libby Brushaber, Harley Rider (Dexter Township); Dan Munzel, Vice-Chair John Westman (Webster Township); Secretary/Treasurer Pat Kelly (Member at Large)

Members Absent: None

Also Present: Chief Loren Yates, Assistant Chief John Zahn, Firefighters Ed Root and Steve Haas

**A. Call to Order:**

Chair Seta called the meeting to order at 6:00 p.m.

**B. Roll Call:**

Roll was called (as indicated above) - a quorum was present.

**C. Approval of Meeting Minutes:**

Motion Brushaber; second Westman to approve the March 20, 2014 regular meeting minutes as presented. Carried by voice vote.

**D. Pre-arranged Citizen Participation:**

None.

**E. Approval of the Agenda:**

Motion Rider; second Munzel to approve the agenda as presented. Carried by voice vote.

Seta noted the amount shown on the agenda under H-Approval of Bills and Payroll, should be updated to reflect the inclusion of a payment for health insurance; the new total is \$247,266.20.

**F. Non-Arranged Citizen Participation:**

None.

**G. Communications:**

None.

**H. Approval of the Bills and Payroll:**

Motion Tell; second Kelly to approve the check register bills and direct deposits from March 18, 2014 through April 15, 2014, totaling \$ 247,266.20.

Chief Yates clarified that the credit card payment listed (#13596) was for repairs to the tower truck.

Roll call vote: Ayes: Tell, Munzel, Rider, Kelly, Seta, Brushaber, Westman; Nays: None; Absent: None; Abstain: None. Carried 7-0.

**I. Reports**

**1. Chief's Report**

Chief Yates presented his written report including information on the following items: 2014 runs-to-date are comparable to 2013; no major apparatus repairs; a grant to replace SCBAs is being

written; current bill payments are high due to inclusion of large annual payments; status of sick time payout and possible options; a new computer support firm has been hired.

Chief Yates verbally reported on the following: there have been issues with DAFDs accounting firm and a new person will be assigned to the DAFD account; some SCBAs will need to be replaced regardless of whether a grant is awarded - the grant requires an inventory of current units; Chief Yates will supply the inventory to the Board after it is completed; all department computers are now up and running properly and both stations are communicating with each other.

Chief Yates also reported that firefighter Wisely will be off on sick leave for eight months. Kelly voiced concern about being over budget for overtime if the position is filled with overtime. Chief Yates responded that the new contract requires him to offer open shifts for overtime whereas he previously had flexibility to decide whether or not to fill an open shift; this new practice will increase overtime expenses.

In response to a question by Seta, Chief Yates will investigate the budget accounting of payroll; the Chief is confident that the accounting firm will resolve all current issues.

Brushaber noted that a run to Huron River Drive and Fisher was misallocated to Dexter rather than Webster Township. Chief Yates will correct.

## 2. Dexter Firefighter's Association Report

No report.

## J. Old Business

None.

## K. New Business

### 1. Discussion on Lima Township Revenue

Seta stated that approximately \$45,000.00 in unbudgeted revenue is expected due to the recent signing of the contract for service to Lima Township. He offered the following options:

- Include the revenue in the current budget, reduce the overall budget by \$45,000.00 and rebill the municipalities.
- Accrue the revenue and apply to next years budget.
- Allocate the revenue to CIP items once they are identified.

There was general consensus that there should be no change in the current budget year allocations and that the projected revenue should be included in the budget without a specific assignment on the expense side at this time. Suggested allocations for the revenue included CIP, pay down of long-term debt, unbudgeted overtime expenses due to sick leave and deferred sick time payout.

Seta suggested that the issue be revisited in June in preparation for a 2015 draft budget presentation in August.

### 2. Dexter Township Fire Hall Long Term Expense Projection

Seta stated that 2015 expenses for the new Dexter substation should be identified, preferably by June, in order to prepare the 2015 DAFD budget in a timely manner.

The Board discussed the issue and determined that a new standard lease agreement is first required so that expenses can be properly identified. It was agreed that a committee including one DAFD Board representative from each municipality and one additional representative from

each municipality as identified by the governing body of the municipality should be formed to work on a template for a standard fire station lease agreement between constituent municipalities and the DAFD.

**3. Full Time Position Hire**

Chief Yates recommended that Firefighter Steve Haas be hired to the full time position. Assistant Chief Zahn described the hiring selection process used by DAFD. Chief Yates explained that Mr. Haas had passed all of the required tests with high marks and he has been a paid on call firefighter with DAFD for two years.

Motion Rider; second Kelly to hire Steve Haas to the position of full time firefighter. Carried by voice vote.

Kelly voiced concern about whether DAFD still has adequate paid on call personnel. Chief Yates stated that the department has not had issues with paid on call response.

**4. C.I.P.**

Seta stated that the CIP committee, consisting of Seta, Westman and Chief Yates would be scheduling a meeting at the conclusion of tonight's meeting.

**L. Non-Arranged Citizen Participation**

None.

**M. Concerns of Fire Board Members**

Seta provided feedback from his recent presentation to the Village Council regarding the budget. Munzel suggested that the DAFD should be looking for opportunities to hire new paid on call personnel. Rider provided an update on the progress of the Dexter Township fire substation.

**N. Future Agenda Items – Thursday, May 15, 2014 at 6:00 p.m. at the Dexter Township Hall**

1. Fire Station Lease Template
2. 2014 Audit Presentation
3. C.I.P

**O. Adjournment**

Motion Brushaber; second Munzel to adjourn. Carried by voice vote.

Chair Seta declared the meeting adjourned at 7:07 p.m.

Respectfully submitted,

*Pat A. Kelly*  
Pat A. Kelly, DAFD Secretary

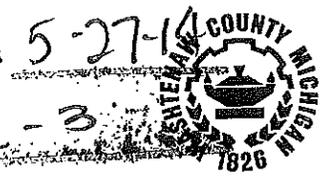
These minutes were approved by majority vote at the \_\_\_\_\_ Dexter Area Fire Department  
Fire Administration Board meeting.





# WASHTENAW COUNTY

## OFFICE OF THE SHERIFF



2201 Hogback Road ♦ Ann Arbor, Michigan 48105-9732 ♦ OFFICE (734) 971-8400 ♦ FAX (734) 973-4624 ♦ EMAIL [sheriff@ewashenaw.org](mailto:sheriff@ewashenaw.org)

JERRY L. CLAYTON  
SHERIFF

MARK A. PTASZEK  
UNDERSHERIFF

To: Donna Dettling, Dexter Village Manager  
From: Keith Flores, Sergeant  
Through: Michael Trester, Lieutenant  
Cc: Dieter Heren, Police Services Commander  
Date: May 6<sup>th</sup>, 2014  
Re: April 1<sup>st</sup> through April 30<sup>th</sup> Police Services Monthly Report

During the month of April there were 245 Calls for service (including traffic stops). Deputies conducted 142 traffic stops during which they wrote 19 citations.

All assigned personnel are working their regular shifts (no long term leaves). Deputies continue to attend training throughout the year in efforts to improve overall service. Recent training initiatives include:

- Dep. Mark Kirby and Dep. Pasternak attended their monthly USRT (Underwater search and rescue) training during the month of April.
- Dep. Pasternak and Dep. Wagner attended active shooter training in April. Active Shooter training is useful to better enhance their skills if a shooting situation would occur in a place of business, school or residence.

Several other projects and concerns have or are being addressed. They include:

- On April 7<sup>th</sup> at approx. 7:10pm deputy was dispatched to the 7000blk of Grand Street for a possible home invasion. The resident had left between 7:00pm and 7:11pm. Upon his return, he observed the small glass window broke from the rear door. At the time of police arrival, the door was unlocked, however the victim believes the door was locked when he left and believes whoever broke the window unlocked the door. A neighbor advised she heard what sounded like a door slam then a window break. An investigation on scene did not reveal any foot prints inside or out. There were no glass fragments tracked inside the residence from the broken window nor was there anything on scene they may have broke the window. There was also nothing stolen from the residence. Unknown at this time if the incident was accidental or some other type of crime.
- On April 8<sup>th</sup> at approx. 9:20pm deputies from Dexter and Scio Twp responded to the 2000blk of Dongara for a possible felony warrant arrest for domestic assault. Upon arrival, deputies were able to get consent to search the residence after the female advised the suspect was not on scene. The suspect was located hiding between the bed and exterior wall concealing himself. He was transported to the WC Jail.
- On April 13<sup>th</sup> at approx. 6:30pm a deputy was dispatched to the 7000blk of Wilson for an animal cruelty investigation. It was discovered that two local male residents were throwing rocks at geese that were swimming in the pond. One of the residents observed the boys hit a goose with the rock and break its neck. Both suspected parties were interviewed. The Humane Society was contacted, but could not retrieve the deceased goose at the time. However, once they retrieve the goose, they will perform tests and take x-rays to determine cause of death. The Humane Society will turn the case over to the prosecutor if warranted.

- On April 14<sup>th</sup> at approx. 10:45am deputy was dispatched to the 7000blk of Dexter Ann Arbor for a larceny complaint. The victim advised sometime between in the evening of April 12<sup>th</sup> and the morning of April 14<sup>th</sup> someone entered the property and stole four tires and rims from one of the vehicles. There is no video surveillance on the property, however the bank next door has video that may have captured the incident. A search warrant was executed on April 22<sup>nd</sup> to obtain that video. Investigation ongoing.
- On April 21<sup>st</sup> at approx. 5:00pm the deputy was dispatched to the 7000blk of Quakenbush for an identity theft/fraud complaint. When the victim and her husband filed their 2014 tax returns, the return was rejected due to a return already being filed in their name. As of this time, it is unknown how or when the suspect obtained the necessary information to file the return. The IRS will be conducting a further investigation into this incident.
- On April 23<sup>rd</sup> at approx. 4:30pm deputies were dispatched to the area of Fifth and Central for a bicycle vs. car accident. As the vehicle proceeded north on Fifth, the driver stated he did not see the bicyclist proceed west on Central. The vehicle struck the bicyclist knocking him to the ground. Minor injuries were sustained by the bicyclist. Medical treatment/transport was refused.
- On April 26<sup>th</sup> at approx. 2:45am deputy observed a vehicle on Dexter Ann Arbor swerving in and out of the lane of travel. Deputy conducted a traffic stop on Meadowview. Upon contact with the driver, the deputy could smell a strong odor of alcohol coming from the driver. The driver had also had other signs of intoxication, so the deputy had the driver step out from the vehicle to perform field sobriety tests. After failing several field sobriety tests and giving a PBT of .121 (Michigan legal limit .08), the driver was arrested for OWI and transported to the WC Jail for further tests and the booking process. Case will be turned over to the prosecutor for charges.

**VILLAGE OF DEXTER**

8140 Main Street Dexter, MI 48130-1092

ddettling@dextermi.gov  
Phone (734)426-8303 ext. 11 Fax (734)426-5614

**MEMO**

**To: President Keough and Council Members**  
**From: Donna Dettling, Village Manager**  
**Date: May 21, 2014**  
**Re: Assistant Village Manager &  
Village Manager Report - Meeting of May 27, 2014**

1. Meeting Review:

- May 7<sup>th</sup> – Trident Insurance
- May 7<sup>th</sup> - Road Maintenance Plan Follow-up Meeting
- May 8<sup>th</sup> – Northern United Brewery Site visit with SPARK and MEDC
- May 9<sup>th</sup> – OHM Project Update Meeting- **Meeting Summary Attached**
- May 9<sup>th</sup> – Local Government Manager's Association Next Gen Class
- May 13<sup>th</sup> – Red Cross Advisory Committee
- May 13<sup>th</sup> – Dexter, Dexter, Webster Police Services Meeting
- May 13<sup>th</sup> – Budget Work Session
- May 14<sup>th</sup> – Chelsea River Gallery (temporary art display options)
- May 15<sup>th</sup> – Memorial Day Planning Meeting
- May 16<sup>th</sup> – Planning Meeting B2B Trail Grand Open
- May 20<sup>th</sup> – OHM review DDA Redevelopment Project Scope
- May 20<sup>th</sup> – Farmer's Market/Community Garden Oversight Committee

2. Upcoming Meetings:

- May 28<sup>th</sup> – Architect Consulting Firms re: Second Interview
- May 29<sup>th</sup> – Parks & Recreation Commission
- May 30<sup>th</sup> – Final Planning Meeting B2B Trail Grand Open

3. **Well Search Update.** Dan Whalen provided a tentative schedule for the Well Search effort approved at the last Council meeting. Dan Whalen will begin pulling well logs, pump data and other necessary data together in preparation for our first meeting, which is tentatively planned for the week of June 2, 2014. The second meeting is tentatively planned for the last week in June with a report to follow by the end of July.
4. **Huron Farms Connector.** Attached is a memo from OHM summarizing their research to build a connector from Huron Farms to the River Terrace Trail crossing the MDOT Rail.
5. **Crossing Guard Increase.** I received an invoice for this year's crossing guard expenses which included a notice of increase, "due to the recent healthcare reform act and the number of hours our para-professionals are contracted to work, we had to hire a person to perform the duties of crossing guard at Mill Creek. Last year the invoice was \$2,761 and

this year it's \$3,460 an increase of \$699. An adjustment for the proposed 2014-15 budget will include the new rate.

6. **Dexter Wellness Coalition.** REMINDER The Wellness Center will celebrate its first anniversary on Sunday, June 1<sup>st</sup>. A Wellness Walk is planned for 12:00 pm to 1:00 pm leaving from the Wellness Center. Following the Wellness Walk, there will be an Open House from 1 pm to 4 pm. **A summary from the Tuesday, May 13, 2014 meeting is attached.**
7. **Grand Opening UIS.** UIS located at 2290 Bishop Circle E. in the Dexter Business and Research Park is hosting a Grand Opening on Thursday, June 12, 2104 from 3:00 p.m. to 7:00 p.m. **An open house flyer is attached.**
8. **Summer Intern for Office.** Staff is interviewing several EMU students the week of May 26<sup>th</sup> for a part-time, paid intern for June, July and August. This assistance will provide support for staff demands over the summer and help with vacation coverage. We're hoping to have someone placed by the 2<sup>nd</sup> week of June.
9. **Newcomer Welcome Service.** Staff was contacted by Annette Fraser of the Newcomer Welcome Service with a request to be placed on pre-arranged participation at the first meeting in June. She will be using her time to explain to Council what the service does for the community.
10. **Liability Insurance.** The Village received notification from MMRMA that we will be receiving a return of net assets check in the amount of \$27,000, which is almost half of our 2013-2014 premium. We will receive this check upon our renewal. Due to this Trident decided not to put the time in to preparing a bid.
11. **Ypsilanti Convention & Visitor's Bureau and Travel Michigan.** As a follow-up to the verbal update given last meeting, the YCVB and Travel Michigan will be visiting Dexter on Tuesday, June 10, 2014 from 3 pm to 3:30 pm. Please let Courtney know if you are planning to attend and/or have any ideas for what the most important Village assets are that we should show them during the tour.
12. **Wellhead Protection Grant.** The Village received notification from the State of Michigan that **Wellhead Protection Grant applications** are due in mid-June. Staff would like to apply for a grant to update our Wellhead Protection Plan. The current plan hasn't been updated since March of 2002. If Council is comfortable with the Village pursuing the grant we will get a quote from OHM to assist us with completing the plan and bring the information back at the June 9, 2014 meeting.
13. **Red Cross Advisory Committee.** Courtney attended a Red Cross Advisory Committee meeting. The Red Cross provided an update of the ongoing reorganization of their services from a Chapter based model to a more regionalized model, in both the blood donation and disaster response/preparedness areas. **Attached for Council's information are flyers on some of their current initiatives and volunteer opportunities.**

14. **Annual Billboard.** We received good news from Adams Outdoor that we can use the billboard at Dexter Ann Arbor north of Dan Hoey facing north from August 4 through August 29. We have been using the billboard to advertise the Farmers Market, however since it is located in town this year, we were thinking of also including Dexter Daze and Plein Air. We will be working on the graphics in June.
15. **Dexter Crossing 6, 7 & 8 Dedication.** This week I received the easements from Peter's Builders for dedication of Dexter Crossing Phase 6, 7 & 8. I'll be preparing the documents for review by our Attorney and anticipate Council action at the second meeting in June.

## meeting agenda

### About the meeting:

**Subject:** STATUS UPDATE MEETING

**Date:** May 9, 2014

**Time:** 1:00 PM

**Location:** Village Offices

### Meeting Attendees

Donna Dettling  
Dan Schlaff  
Scott Maurer  
Michelle Aniol  
Patrick Droze

1. Safe Routes to School
  - o Traffic Island Resolution

*OHM reported that SHPO clearance has been provided by the State Historic Preservation Office. The project will be finalized and bid.*

*Action Item: OHM to send memo and contact to Don Dettling regarding island.*

*Action Item: OHM to provide easements for safe routes*

2. B2B Trail Coordination
  - o Hafner Negotiation

*OHM has obtained 2 quotes for appraisals and will coordinate further on next steps.*

*Action Item: OHM will set up potential appraisal of the parcel.*

3. Ann Arbor Street

*Action Item: OHM will set up a "tailgate" preconstruction meeting with the Contractor prior to construction in June.*

*Action Item: Courtney will issue update to Village residents on the project schedule and impacts.*

*Action Item: OHM to verify contractor schedule and will develop easy to read staging maps.*

4. Central Street / Mill

*President Keough, staff and OHM will finalize easements for ingress/egress & sidewalk.*

5. Main Street Pavements
  - o Pavement Cores, Paver Band Failure

*OHM has forwarded additional information to TEC (original testing company on project) and is seeking their comment.*

*Action Item: OHM will set a follow up meeting to be set next week and will develop a final recommendation for Council.*

## 6. Storm Water Study

The previously prepared stormwater study was discussed and how the findings of the study might supplement the proposed work of the streets committee. OHM reviewed the study and discussed how it was initially developed to review impacts of storm runoff within the "historic" sections of the Village.

*Action Item: OHM to revise study and scope to accommodate the scope of the Streets Committee's projects in historic portions of the Village.*

## 7. Broad Street Project Update

*OHM will be presenting memoranda to the DDA on May 15, 2014 regarding improvements at the Broad Street site. The memorandum was delivered to staff for their review.*

## 8. Site Projects

- Victoria Condo

*Approved site plan is going to council by 5/27/2014 -- revised plans were delivered to the Village on 5/9/2014.*

- Dextech Improvements

*Chris Donajkowski reports that current site work includes placement of curb. Michelle Aniol indicated that Dextech is planning to convert land-banked parking spaces to paved spaces.*

- Beer Grotto

*Zoning Compliance plan. Infrastructure was approved by Building Department. Tap Fees are not paid yet.*

## 9. Survey Needs

- DPW Area

*Dan, Scott and Patrick discussed the western property line of the DPW facility. It was resolved that:*

- 15' landscape buffer, 10' setback is required
- Place 4' berm (3' min) along west property line
- Village needs to develop a site plan for improvements
- Include trees at 30' on center

*Action Item: OHM to prepare grading permit for work.*

## 10. Other (Old Business)

- Huron Farms Trail Crossing Engineering Study

*Action Item: OHM to produce memo to discuss final status.*

- Huron Street Outfall Project

*Action Item: OHM will submit permit application to state and will coordinate easements.*

## memorandum

**Date:** May 20, 2014

**To:** Donna Dettling, Village Manager

**From:** Patrick M. Droze, P.E. *PM*

**Re:** Huron Farms Connector

As you may be aware, OHM presented a potential scope of work related to the proposed crossing of the MDOT Railroad (Formerly Norfolk Southern) at the February 10, 2014 Council Meeting. The scope of work included a number of tasks related to coordination with various permitting agencies and land holders that would be necessary for the construction of some form of pedestrian pathway between the existing Border to Border Trail and Huron Farms subdivision. Council recommended that OHM only seek input with the railroad as this was likely to post the most significant impact on feasibility and price.

To determine the requirements from the railroad, I placed several phone calls and e-mails to various contacts with the Michigan Department of Transportation Office of Rail. Through these discussions, I gleaned a few key points:

- The construction of an at-grade crossing of the Amtrak rail line would not be permitted at any "new locations" along the corridor.
- A new crossing would only be permitted if it was designed to pass over the rails.
- A crossing would be required to provide adequate room for the placement of a future second track north of the current tracks.
- The crossing must provide at least 23' of clearance.
- A crossing must provide 25' clear zone from either side of the track.

Based on these responses, it was apparent that an at-grade crossing would not be approved under any circumstances. As a result, I developed an alternative that would cross over top of the tracks and submitted to MDOT for review. The preliminary concept was found to be acceptable in a location at the end of Ulrich Street. The design would include approximately 1200 feet of non-motorized trail as well as a 23-foot high bridge over the railroad tracks.

Our preliminary estimate for the project inclusive of design, easements, legal, construction and testing is approximately \$1,100,000.00. The large number is due mostly to the construction of a bridge as well as the extensive earthwork that is necessary to construct a pathway conforming to pertinent AASHTO and ADA design guidelines. As you are aware, the topography of the crossing between Huron Farms and the Border to Border trail requires an overall grade change of nearly 40 feet.

If you have further questions, please feel free to contact me at 734-466-4573.



Client: VILLAGE OF DEXTER  
 Project: Huron Farms Crossing  
 OHM JN: 0130-14-0011  
 Sheet: Project Estimate  
 Date: 5/14/2014 By: PMD  
 Checked: PMD  
 architects. engineers. planners.

**PROJECT WORK SHEET**

**Key Assumptions**

- A single span overhead bridge will be constructed over the existing railroad tracks and include additional length to accommodate an additional set of tracks north of the existing tracks.
- All earth embankment on the north side of the tracks will be hauled on site.
- Earthwork will not be balanced between the north and south side of the tracks due to railroad operation constraints.
- Retaining wall/abutments will be required on either side of the crossing bridge.

Item	Description	Quantity	Unit	Unit Cost	Total Cost
1	Mobilization, 10% Max	1	LS	\$ 50,000.00	\$ 50,000.00
2	Clearing, Station	10	Sta	\$ 1,000.00	\$ 10,000.00
3	Station Grading, Pathway	10	Sta	\$ 2,000.00	\$ 20,000.00
4	Drainage	1	LS	\$ 10,000.00	\$ 10,000.00
5	Aggregate Base	1300	Sta	\$ 8.00	\$ 10,400.00
6	HMA, 36A	286	Ton	\$ 100.00	\$ 28,600.00
7	Structure Embankment	5600	Cyd	\$ 10.00	\$ 56,000.00
8	Structure Excavation	5900	Cyd	\$ 10.00	\$ 59,000.00
9	Bridge Abutments	2	Ea	\$ 20,000.00	\$ 40,000.00
10	Prefabricated Bridge	1500	Sft	\$ 240.00	\$ 360,000.00
11	Restoration	6100	Syd	\$ 5.00	\$ 30,500.00
12	Project Signage	1	LS	\$ 2,000.00	\$ 2,000.00
13	Project Access & Permit Allowance	1	LS	\$ 50,000.00	\$ 50,000.00
13	Project Contingency (20%)			\$	\$ 150,000.00
14	Engineering, Materials Testing, Legal (30%)			\$	\$ 220,000.00
<b>TOTAL PROJECT ESTIMATE</b>				<b>\$</b>	<b>1,096,500.00</b>

SUBJECT	BY	SHEET NO.	JOB NUMBER
	DATE 5/20/2014	1 of 1	.

(print date)



HURON FARMS - CONNECTOR ALIGNMENT  
(ADOT RAIL ROW - VARIES)



P60

VILLAGE OF DEXTER  
GENERAL SERVICES  
HURON FARMS CONNECTOR

DATE 2/18/2011	ISSUED P60	ESTIMATED P60	PROJECT P60	SECTION #	TOWN #	RANGE #	COUNTY TRASHKEWY	CONTRACT NO. AND VILLAGE OF DEXTER	SCALE H 1"=42'	SECTION V. 1"=4'	PROJECT NO. 33	DATE 2/18/11
VILLAGE OF DEXTER								0130-14-0011				
PROJECT								REVISION				
###												
WWW.OHM-ADVISORS.COM												



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## Dexter Wellness Coalition

**Meeting: Tuesday, May 13, 2014 at 5:30 pm at the Dexter Wellness Center**

**Attendees:** Anita Twardesky, Stephanie Jacques, Shirley Bitters, Gloria Leininger, Matt Pegouskie, Paul Cousins, Jason Willard, Becky Morillo, Mark D. Olexa, Ruth VanBogelen

1. Introductions

2. Anita Twardesky, Huron River Watershed Council, Trail Town Coordinator.

- River UP is a program with 3 objectives, "Fix up, invest in recreation infrastructure, Clean Up, improve the ecological health of the Huron Rive and Build Up, transform the Huron River corridor by turning the face of communities toward the river and making the Huron river a premier destination for people throughout Michigan and beyond" (taken directly from the RiverUp! Booklet).
- Trail Towns is part of the Build Up objective, and is about 5 river communities; Dexter, Milford, Ann Arbor, Ypsilanti and Flat Rock. The goal is to form a Trail Town Team in the community to develop strategies and recommendations for ideas on how to better utilize their access to the Huron River, find resources for the strategy and implement the strategy. The Council has resources to support the teams. Anita is meeting with Michelle from the Village office on business development strategies.
- Ideas discussed at the meeting included improvements to launch areas along the river (Near Blue Party Store, Mill Creek on Shield Road).

Action – Brett will send an email to the coalition asking those interested in participating in Trail Team to contact Anita at [atwardesky@hrwc.org](mailto:atwardesky@hrwc.org), 734-626-5465

3. Yoga in the Park, Brett.

- Programs starts in June, is at 9 am every Saturday in June, July, August at Mill Creek Park, instructors from DWC, admin is funded through the intervention, Brett's wife did a T-shirt design and Brett proposed having 100 T-shirts printed to be worn by DWC staff on Fridays to market the program, other business owners and staff and participants in June. There will also be flyers and posters.
- Brett ask if \$682 of the Coalition marketing fund could be used for the T-shirts.
- Vote – all thumbs up on this request.

Action: Brett to send Amy a letter requesting a change in plan for funds for the Marketing Intervention.

4. Mountain Biking Club, Jason Willard, Club for Middle and High School Students. Meeting this Saturday at 6 pm at Dexter Bike and Sport. Decisions are still being made about whether these activities are club oriented or competitive oriented. Some 4, 5, 6<sup>th</sup> graders are also interested.

5. Objectives for the Year 3 Plan (brainstorming and voting) – postponed to next meeting



## Dexter Wellness Coalition

because of lack of time

### 6. Discuss how to review and evaluate Year 2 Interventions

- Timeline for submitting the Y3 Plan. In Year 1 the plan was review by the CWF BOD in January, In Year 2 it was reviewed in November.
  - Funding is available mid-January if the plan is reviewed in November, mid-March if reviewed in January
  - QUESTION – are there any interventions that are repeating that will need funding by mid-January??
  - Intervention tables will need to be completed by September 8<sup>th</sup> if we want the plan to be reviewed in November (Lori Kintz would write the plan once the tables are complete)
  - Intervention tables would need to be completed Nov 11 for the Jan review.

Action – Decide at the June meeting when to submit the Year 3 Plan

- Evaluation of Y2 interventions. Next month a review schedule will be developed. All intervention leads will prepare a report (use CWF template because that needs to be done anyway) and if needed also a slidedeck.

### 7. Announcements and other items

- Michael Dendy informed Brett that he would not be able to take on the role of Co-Motivator. Jason will start leading meetings in December. In the interim, the coalition decided to have a rotating facilitator, time-keeper, note-taker for meetings. The agenda will be developed with Ruth's help about a week before the meeting – draft agenda sent to all members for input. Ruth and Matt will continue to support the group by preparing materials for the meeting.

Action to all coalition members: Come to meetings ready to volunteer to facilitate, be a time-keeper, or take notes!

- The official opening of the trail between the Village and Hudson Mills was last Thursday – which included ribbon cutting, etc.
- June 7 - Opening for the Public is June 7<sup>th</sup> starts at Hudson Mills at 9 am (registration at 7:30 pm) and it is a Walk, run, skip, bike, etc. to the Village. There will be a bus to take people back to the park if they don't want to return on their own. Cost is \$10.
- Wellness Walks are 2ns Saturday of each month, 9 am, meet at the Library
- Walking Maps which include historic structures are being designed and printed. The \$1000 for this was approved at a past meeting.

Action: Brett – did you send a memo to Amy about this shift in marketing funds? If not, please include it with the other request.



## Dexter Wellness Coalition

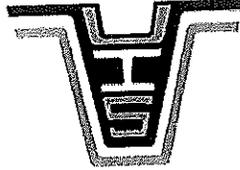
- May 26 Memorial Day Parade at 10 am – do Coalition members want to walk in the parade with 5H T shirts?
- May 26 11 am – 6 pm, K of C Chicken Broil, cost \$9 at K of C Hall on Dexter-Chelsea Road
- June 1 – Dexter – AA Run,
- June 1 - 1<sup>st</sup> Year Anniversary of DWC, walking group will lead a group from noon to 1 on the School Tour Loop and will have a table at the DWC
- June 14 9 am, Dexter Relay for Life, the walking group will go directly from the walk to the relay.
- Farmers Market has invited the Coalition to have a table at the Saturday markets to promote the coalition.
- SRSLY meeting is Thursday 6:30 – 8 at the Dexter Library. High School interns are being interviewed and will start in June
- Next month Ruth will present ideas on how the coalition would act as ambassadors for Stress Reduction Programs in Dexter.

<b>1Q – November, December, January</b>	<b>2Q – February, March, April</b>
Change in Leadership roles Celebrate last's years accomplishments Initiate new Interventions Identify volunteers for interventions	Review new health date Set 1 & 5 Year Goals, Objectives Seek out new intervention ideas
<b>3Q – May, June, July</b>	<b>4Q – August, September, October</b>
Discuss how to review & evaluate interventions Review Interventions Evaluate interventions Prepare reports, storyboards, videos of interventions	Generate list of lessons learned Generate intervention tables Prioritize Interventions Write Comprehensive Wellness Plan Finalize Plan Nominate individuals for leadership roles

**Donna Dettling**

**From:** Chris Knight <Chris.Knight@uiscorp.com>  
**Sent:** Thursday, May 15, 2014 11:14 AM  
**Subject:** UIS Open House

2290 Bishop Circle E.  
Dexter, MI  
www.uiscorp.com



# GRAND OPENING

We are having a party to thank you for helping us get into our new building – and showing it off. Yes, we did move in November but it was too cold to celebrate.

Please join us for food and drinks, door prizes, music and games.

BBQ provided by Hotel Hickman  
The Coolest Cowboys East of the Mississippi!



**Thursday, June 12**  
**3:00 – 7:00**



Please RSVP to Geneve Patry by May 30  
734-424-1200 x 44  
geneve.patry@uiscorp.com

*Chris*

Christopher S. Knight – CFO  
UIS Group of Companies  
2290 Bishop Circle East | Dexter, MI 48130  
P 734-424-1200 x 27 | C 734-645-1428 | F 734-424-0031  
E [chris.knight@uiscorp.com](mailto:chris.knight@uiscorp.com) | [uiscorp.com](http://uiscorp.com)



When downtime is not an option.™



RICK SNYDER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF ENVIRONMENTAL QUALITY  
LANSING



DAN WYANT  
DIRECTOR

TO: Public Water Supply System Managers

FROM: Richard Benzie, Acting Chief *Richard Benzie*  
Community Drinking Water Unit  
Office of Drinking Water and Municipal Assistance

DATE: May 1, 2014

SUBJECT: 2015 Wellhead Protection Grant Program Application for  
Type 1 Public Water Supply Systems (PWSSs)

The Department of Environmental Quality (DEQ) has released the Wellhead Protection Grant Program application for 2015. The application and supporting materials are in Microsoft Word format and can be downloaded directly from the Michigan Wellhead Protection Program (WHPP) Web page. To access the grant application package, go to the DEQ Web site at [www.michigan.gov/deq](http://www.michigan.gov/deq). Click on the "Water" link on the side of the Web page. Once you are on the "Water" Web page, click on the "Drinking Water" subheading and then click on the "Drinking Water" link on the left side of the page. The Wellhead Protection page link will be at the bottom of the page. The grant application can be found under the Grants column in the middle of the page. If you do not have Internet access, please contact Ms. Diane Reck, Field Operations Section (FOS), Office of Drinking Water and Municipal Assistance (ODWMA), at 517-284-6544, to request an application package.

Michigan's Wellhead Protection Grants are a 50 percent local match program to assist public water supplies in developing and implementing a WHPP and are voluntarily implemented on the local and state levels. The goal is to protect PWSSs that use groundwater from potential sources of contamination. Protection is provided by identifying the area that contributes groundwater to the PWSS, identifying sources of contamination within that area, and developing methods to cooperatively manage the area and minimize any threat to the PWSS.

Grant eligible activities are tasks undertaken for the purpose of determining a wellhead protection area, developing, implementing or maintaining a wellhead protection program, and public outreach or education about wellhead protection.

PWSSs that utilize groundwater as a source of drinking water, which are exclusive of federally owned facilities and have no outstanding prior year fees owed to the state, are eligible for grant assistance.

The minimum application requirements include:

- A 50 percent local match that must be provided through local funds equal to the amount of grant assistance requested.
- A wellhead protection team consisting of at least three people.
- A minimum score of ten on the application.

The PWSSs that have previously applied for grant assistance and wish to reapply must:

- (1) Complete the application.
- (2) Have all team members sign and submit a new participation agreement.
- (3) Submit "Table 2: Grant Assistance Tabulation;" "Table 3: Grant Activities Schedule of Completion;" and, if necessary, "Table 1: Previous Expenditure Tabulation."

**In addition, PWSSs that plan to incorporate Wellhead delineations in the Table 2 activities should contact Mr. Wayne Kukuk, Community Drinking Water Unit (CDWU), FOS, ODWMA, at 517-284-6517, or kukukw@michigan.gov, prior to submitting an application.**

Applicants that are reapplying should not send documentation that was included in their previous applications unless changes or additions have been made since the previous application. Documentation of new expenditures must be submitted if funds have been expended on wellhead protection activities since the last application and if those funds have not been matched with grant dollars.

**All completed applications and documentation for the scoring process (including Participation Agreements with original signatures) must either be hand delivered by 4:00 p.m. on June 16, 2014, or postmarked no later than June 16, 2014.** Grants will be announced after the applications have been processed. If you have any questions regarding the program, please contact Mr. Jason Berndt, at 517-284-6513, berndtj1@michigan.gov; or DEQ, ODWMA, FOS, CDWU, P.O. Box 30241, Lansing, Michigan 48909-7741.

cc: Ms. Liane J. Shekter Smith, P.E., DEQ  
ODWMA District Supervisors, DEQ

Use your leadership skills and accelerate your career

# BOOTS IN BUSINESS

LEADERS IN THE FIELD. LEADERS IN THE WORKPLACE.

Supports veterans and businesses through:

Pre-Employment Support Services  
Provided by the Red Cross:

- Source and qualify candidates
- Resume' creation and review
- Interview preparation

Training Workshops:

- Reconnection Workshops: Small group discussions to unify military families after deployment or separation
- Transitional Leadership Workshop: Provides veterans with skills necessary to transition from a military command to a corporate environment

Deployment Support Provided by the Red Cross:

- Services offered to support current MGM employees' call to active duty
- Coping with Deployments Workshop: Provides skills to strengthen families during times of deployment and separation

Ongoing Support:

- Employee-led mentor group designed to further personal and professional development, promote diversity and strengthen networking among military employees and veterans.

How you can help:

- Invite American Red Cross staff to speak at your military/veterans events
- Help publicize our broad range of services to veterans and their families
- Help publicize the training workshops available to veterans
- Refer veterans to the Red Cross for assistance

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For more information or to apply, contact:

AnneRenee Parks  
Anne.Parks@redcross.org  
313-833-3854

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American Red Cross



MGM RESORTS



**American Red Cross**  
Washtenaw-Lenawee Chapter

# Corporate Engagement

## Volunteer Opportunities & Activities

### Health & Safety Courses

Coordinate a lifesaving class for your employees. Sample courses include First Aid, CPR and AED.

### Host a Blood Drive

Help save lives! Arrange an on-site blood drive. Employees may also become trained to assist at the blood drive.

### Preparedness Education

Become a preparedness educator and help teach your peers and/or the community so that they are prepared for disasters. Presentations and events target common disasters occurring in your community (e.g. tornados, house fires, harsh winter weather).

### March is Red Cross Month

A month nationally dedicated to the mission and efforts of the American Red Cross. Activities and events are scheduled throughout the month. Promote and encourage participation in these local events.

### Take Your Child to Work Day

Invite the Red Cross to help organize family-oriented activities on Take Your Child to Work Day.

### MLK Day Canvassing Event

Travel door-to-door to provide fire safety and prevention materials to high risk individuals in the community.

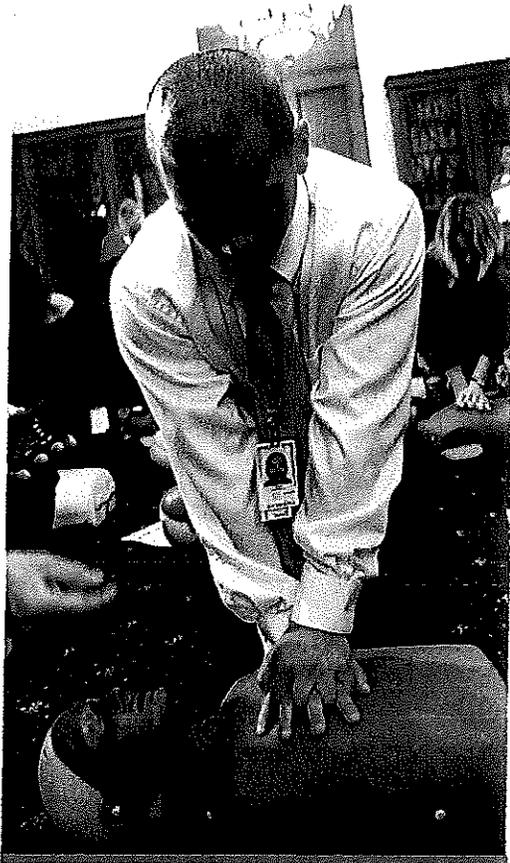
### Holiday Mail for Heroes

Participate in our annual effort to send holiday cards to military members, veterans and their families. Opportunities include hosting card making and signing events, assisting with card sorting, and/or participating in card distribution.





**American  
Red Cross**



“We believe good citizenship is not limited to contributing money, but it’s as much about donating time, talent and passion. By encouraging and enabling our employees to be volunteers with the Red Cross, we can give back to society and enrich the quality of life in our communities.”

**Deb Wirth C.P.M.**  
Manager of Global Employee  
Volunteerism, John Deere

## Partnership Opportunity

# Employee Engagement with the American Red Cross

Enable employees to give more, and your company gets more—more workplace satisfaction, more enthusiasm and more high fives when you’re working side-by-side to help others. That’s because 76 percent of Americans who volunteer through their jobs say that the volunteer-time makes them feel better about their employers.<sup>1</sup>

Capture that good feeling by partnering with the American Red Cross. We’re one of the world’s most recognized and trusted brands. Our employee engagement activities are easy to organize and launch, and they’re time efficient. They can take as little as five minutes out of your employees’ day.

## Citizen CPR

We all know that CPR saves lives, but did you know that CPR has been made simpler?

With the new Citizen CPR technique, you only use your hands. No mouth-to-mouth contact is involved. For businesses like yours, this new technique provides an inexpensive, high-energy activity that makes everyone in your workplace and your community safer.

- Host training on-site or off-site.
- Training takes a little as 30 minutes.
- Have key employees trained as recognized Citizen CPR trainers for your company.

## Blood Drives

Every two seconds, someone in the United States needs blood, and there’s only one source—generous blood donors. When you sponsor an on-site blood drive, you provide your employees with that irreplaceable sense that they’ve helped save lives.

- Host drive in your building or in a bloodmobile.
- Donating takes just one hour of an employee’s time.
- Extend drives to your customers, vendors or members.

<sup>1</sup> Source: Lightspeed Research, Commissioned by UnitedHealthcare and VolunteerMatch, 2010

## Fire Safety Canvassing

Home fires are America's most common disaster threat. More than 1,000 occur in the United States every day,<sup>2</sup> and many could be prevented. By delivering Red Cross fire safety information directly to area homes, your employees help their neighbors learn to protect themselves from fire.

- Employees visit communities that matter to your business.
- Canvassing is a half-day engagement.
- Fire safety materials can be provided for employees to keep in the workplace.

## Holiday Mail for Heroes

Show your support for military heroes during the holiday season. Through our Holiday Mail for Heroes program, your employees can sign greeting cards with messages of appreciation and support. The Red Cross will deliver each of these heartfelt expressions to service members, veterans and their families around the world.

- Card signing can be part of your holiday party or a lobby event.
- Card signing takes just a few minutes of an employee's time.
- Consider branding the back of your cards to showcase your support.

## Workplace Giving

Like most Americans, your employees turn to us when they want to help. Why not support their enthusiasm for our mission by collecting funds for the Red Cross?

With co-branded, turn-key materials and customized online giving portals, it's easy to feature us in your annual campaign or accept donations following a disaster.

- Donations can be accepted online through a co-branded microsite.
- Invite a local Red Cross representative to attend an employee function and discuss how local donations are put to work.
- Consider matching gifts to boost employee participation.

Please contact your Red Cross relationship manager for more information about employee engagement opportunities.

## Fast Facts

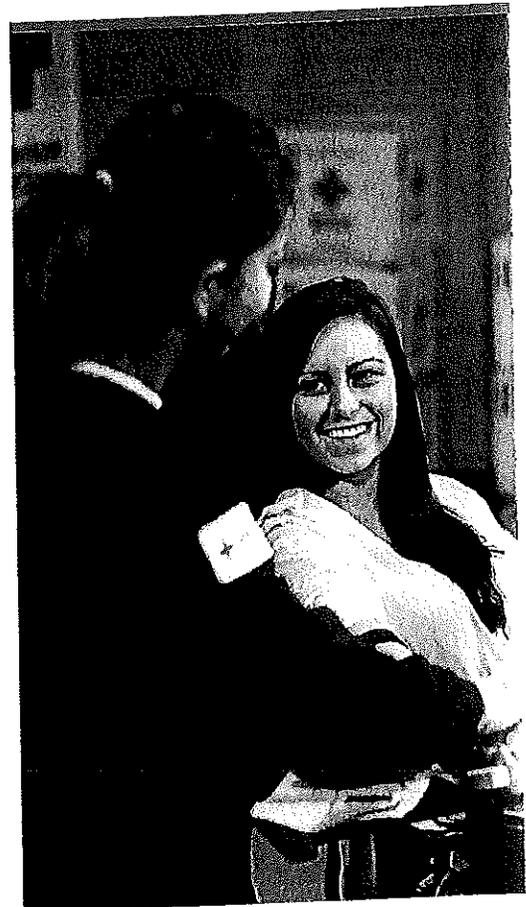
81% of Americans who volunteer through their workplace say that volunteering has strengthened their relationships with work colleagues.

8 in 10 Americans who volunteer through their workplace agree that more people would volunteer if employers provided the means and motivation.

93% of volunteers say that volunteering keeps people physically healthier.

88% of volunteers feel that volunteering provides career development opportunities.

Source: Lightspeed Research, Commissioned by UnitedHealthcare and VolunteerMatch, 2010



<sup>2</sup> National Fire Prevention Association, "The U.S. Fire Problem," 2010



Village President Report by Shawn Keough  
May 27, 2014

AGENDA 5-27-14  
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:

Appointment Recommendations

Parks and Recreation Commission – As a part of the Consent Agenda for the May 27<sup>th</sup> meeting, I am recommending the appointment of Ellan Han and Katie Koch to the Village of Dexter Parks and Recreation Commission. I am also recommending the re-appointment of John Coy to another 3 year term.

Planning Commission – I am recommending the re-appointment of Molly Robinson to the Planning Commission for another 3 year term.

Recent Meetings and Activities

May 12, 2014 – Downtown Development Authority Budget Review with Michelle Aniol, Tom Covert and Marie Sherry.

May 13, 2014 – Village Council Budget Review Workshop #2

May 15, 2014 – Village of Dexter Downtown Development Authority meeting – we approved the DDA budget for 2014/2015. At our next meeting in June, we will be reviewing an updated forecast worksheet that Finance Director Marie Sherry is preparing.

May 16, 2014 – West River Trail (Border to Border trail from Village to Hudson Mills) 10K Run/Walk – We held our second meeting this month to discuss the upcoming Border to Border 10K run/walk that will be held the morning of June 7<sup>th</sup>. The Village will need to help coordinate the ending point of the race and logistics associated with providing restrooms and water in the park. Village Manager Donna Dettling attended with me and is handling logistics within the park. A park use permit has been included on the consent agenda so that Council and the public are aware of the logistics of this event and the use of Alpine for the shuttle service back to the park.

May 19, 2014 – Pre-DDA Meeting regarding Broad Street Redevelopment – Tom Covert, Steve Brouwer and myself participated in a meeting with Donna Dettling, Michelle Aniol and Jim Houk (Consultant - OHM) to review draft financial projections for possible redevelopment of the Broad Street property. OHM was hired a few months ago by the DDA to update the Village infrastructure improvements required in the area of 3045 Broad and to provide an updated financial projection on possible development options. All of this is a follow-up to the visioning sessions that were held in recent months between the DDA, Village Council, and our other commissions. This will likely be a discussion topic at the June DDA meeting.

Future Activities

May 26, 2014 – Memorial Day Activities – The Rotary Club has asked me to participate in the Memorial Day Celebration. I am honored to be a part of the ceremony at the Gazebo. This is a special Dexter Tradition and I encourage all residents to attend.

May 27, 2014 – Village Council Meeting – Please note that this meeting is on Tuesday due to the Memorial Day Holiday.

May 28, 2014 – Facility Committee meeting – Round 2 interviews with the top 3 architect firms.

I look forward to seeing you around our town!

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



**SUMMARY OF BILLS AND PAYROLL**

Payroll Check Register	05/14/14	\$38,738.67	
Employer Retirement Contributions (paid via electronic transfer)	05/14/14	\$3,597.39	
Account Payable Check Register	05/12/14	\$48,405.90	
		<b>\$90,741.96</b>	<b>TOTAL BILLS &amp; PAYROLL EXPENDED ALL FUNDS</b>
Summary Items from Bills & Payroll		Amount	Comments

The due date column on the accounts payable worksheets represents the date of the Council meeting

**ALL PAYABLES ARE WITHIN ACCEPTABLE BUDGET LIMITS  
 DETAIL VENDOR LIST AND ACCOUNT SUMMARY PROVIDED**

*"This is the summary report that will be provided with each packet. Approval of the total bills and payroll expended, all funds will be necessary."*



User: erin

EXP CHECK RUN DATES 05/21/2014 - 05/21/2014

DB: Dexter

JOURNALIZED OPEN AND PAID

BANK CODE: POOL

Claimant	Amount Claimed	Amount Owed	Amount Rejected
1. ALEXANDER CHEMICAL CORPORATION	675.20		
2. ALLIED EAGLE SUPPLY CO	304.85		
3. ANN ARBOR LANDSCAPING INC.	2,500.00		
4. ARBOR SPRINGS WATER CO.INC	17.25		
5. ARTS ALLIANCE	50.00		
6. BELL EQUIPMENT CO	330.00		
7. BOULLION SALES	212.70		
8. BRIAN HESSE	163.35		
9. CHAMPION WATER TREATMENT	9.50		
10. COMCAST - DPW	167.90		
11. CORRIGAN OIL COMPANY	497.54		
12. COURTNEY NICHOLLS	73.28		
13. CRIBLEY WELL DRILLING CO INC	2,575.00		
14. DETROIT SALT COMPANY	3,695.46		
15. DEXTER COMMUNITY SCHOOLS	3,460.00		
16. DORNBOS SIGN & SAFTEY INC.	252.08		
17. DTE ENERGY	266.00		
18. DYKEMA GOSSETT PLLC	4,587.40		
19. ERIC HARTMAN	75.49		
20. ERIN M. AIKEN	35.00		
21. ETNA SUPPLY CO	1,699.01		
22. GRIFFIN PEST CONTROL INC	154.00		
23. HACKNEY HARDWARE	1,156.27		
24. JOHN DEERE LANDSCAPES	553.50		
25. LAVANWAY SIGN CO,INC	900.00		
26. LESSORS WELDING SUPPLY	29.70		
27. MICHIGAN MUNICIPAL LEAGUE	1,521.20		
28. MML WORKERS COMPENSATION FUND	2,688.00		
29. PARAGON LABORATORIES INC	195.00		
30. PITNEY BOWES INC	76.48		
31. PNC	79.01		
32. PRINT-TECH, INC.	35.20		
33. SCOTT MAURER	57.12		
34. SHULTS EQUIPMENT, INC.	1,274.78		
35. SMALL BUSINESS ASSOC OF MICH	17,212.63		
36. SOUTHEASTERN EQUIPMENT CO. INC	24.73		
37. THE SUN TIMES	54.68		
38. TIM STEWART	173.00		
39. TRACTOR SUPPLY CREDIT PLAN	59.99		
40. UNUM LIFE INSURANCE	433.32		
41. VARNUM, RIDDERING, SCHMIDT	16.50		
42. WASHTENAW COUNTY TREASURER	63.78		
***TOTAL ALL CLAIMS***	48,405.90		

INVOICE GL DISTRIBUTION REPORT FOR VILLAGE OF DEXTER  
 EXP CHECK RUN DATES 05/21/2014 - 05/21/2014  
 JOURNALIZED OPEN AND PAID  
 BANK CODE: POOL

Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 101 GENERAL FUND						
Dept 000 ASSETS, LIABILITIES & REVENUE						
101-000-628.000	BRIAN HESSE	FINAL UB OVER PAYMENT	05-19-14	05/26/14	35.00	40947
		Total For Dept 000 ASSETS, LIABILITIES & REVENUE			35.00	
Dept 101 VILLAGE COUNCIL						
101-101-956.000	PNC	MISC	05/20/14	05/26/14	52.48	40970
101-101-958.000	MICHIGAN MUNICIPAL LE	DUES	05/20/14	05/26/14	1,450.00	40966
101-101-959.000	ARTS, CULTURE & HERITAGE	MEMBERSHIP	05-19-14	05/26/14	50.00	40944
101-101-959.000	ARTS, CULTURE & HERITAGE	LAVANWAY SIGN CO, INC	05/20/14	05/26/14	900.00	40964
		Total For Dept 101 VILLAGE COUNCIL			2,452.48	
Dept 172 VILLAGE MANAGER						
101-172-721.000	HEALTH & DENTAL INSURANC	SMALL BUSINESS ASSOC	05/21/14	05/26/14	2,934.04	40974
101-172-722.000	LIFE & DISABILITY INSURA	UNUM LIFE INSURANCE	05/21/14	05/26/14	109.30	40979
101-172-861.000	TRAVEL & MILEAGE	COURTNEY NICHOLLS	05-19-14	05/26/14	73.28	40951
101-172-955.000	MISCELLANEOUS	PATIENT: ERIN	05-19-14	05/26/14	35.00	40959
		Total For Dept 172 VILLAGE MANAGER			3,151.62	
Dept 210 ATTORNEY						
101-210-810.000	ATTORNEY FEES	LEGAL FEES	1572202	05/26/14	4,131.00	40957
		Total For Dept 210 ATTORNEY			4,131.00	
Dept 215 VILLAGE CLERK						
101-215-901.000	PRINTING & PUBLISHING	PUBLIC NOTICE	41377	05/26/14	54.68	40976
		Total For Dept 215 VILLAGE CLERK			54.68	
Dept 253 TREASURER						
101-253-721.000	HEALTH & DENTAL INSURANC	SMALL BUSINESS ASSOC	05/21/14	05/26/14	1,224.54	40974
101-253-722.000	LIFE & DISABILITY INSURA	UNUM LIFE INSURANCE	05/21/14	05/26/14	32.50	40979
		Total For Dept 253 TREASURER			1,257.04	
Dept 265 BUILDINGS & GROUNDS						
101-265-727.000	ARBOR SPRINGS WATER C	OFFICE	1482827	05/26/14	17.25	40943
101-265-727.000	HACKNEY HARDWARE	APRIL INVOICES	05/20/14	05/26/14	28.92	40962
101-265-727.000	OFFICE SUPPLIES	PIFNEY BOWES INC	383259	05/26/14	76.48	40969
101-265-728.000	POSTAGE	MISC	05/20/14	05/26/14	26.53	40970
101-265-962.000	COMMUNITY GARDEN	APRIL INVOICES	05/20/14	05/26/14	72.79	40962
		Total For Dept 265 BUILDINGS & GROUNDS			221.97	
Dept 285 VILLAGE TREE PROGRAM						
101-285-731.000	LANDSCAPE SUPPLIES	TREES	05-20-14	05/26/14	2,500.00	40942
101-285-731.000	LANDSCAPE SUPPLIES	TREE PROGRAM	67797665	05/26/14	553.50	40963
		Total For Dept 285 VILLAGE TREE PROGRAM			3,053.50	
Dept 301 LAW ENFORCEMENT						
101-301-807.000	WASHTENAW COUNTY TREA	ENFORCEMENT OF	24484	05/26/14	63.78	40981
101-301-807.001	DCS OFFICER & CROSSING G	DEXTER COMMUNITY SCHO	2014-00000008	05/26/14	3,460.00	40954
		Total For Dept 301 LAW ENFORCEMENT			3,523.78	
Dept 336 FIRE DEPARTMENT						
101-336-935.000	BUILDING MAINTENANCE & R	8140 MAIN	1141896	05/26/14	154.00	40961
		Total For Dept 336 FIRE DEPARTMENT			154.00	
Dept 400 PLANNING DEPARTMENT						
101-400-722.000	LIFE & DISABILITY INSURA	UNUM LIFE INSURANCE	05/21/14	05/26/14	26.96	40979

INVOICE GL DISTRIBUTION REPORT FOR VILLAGE OF DEXTER  
 EXP CHECK RUN DATES 05/21/2014 - 05/21/2014  
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 User: erin  
 DB: Dexter

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 101 GENERAL FUND							
Dept 400 PLANNING DEPARTMENT							
			Total For Dept 400 PLANNING DEPARTMENT			26.96	
Dept 441 DEPARTMENT OF PUBLIC WORKS							
101-441-721.000	HEALTH & DENTAL INSURANC	SMALL BUSINESS ASSOC	COVERAGE JUNE 14'	05/21/14	05/26/14	1,670.27	40974
101-441-722.000	LIFE & DISABILITY INSURA	UNUM LIFE INSURANCE	COVERAGE JUNE 14'	05/21/14	05/26/14	32.85	40979
101-441-740.000	OPERATING SUPPLIES	CHAMPION WATER TREATM	DPW	05-19-14	05/26/14	9.50	40948
101-441-740.000	OPERATING SUPPLIES	HACKNEY HARDWARE	APRIL INVOICES	05/20/14	05/26/14	72.24	40962
101-441-740.000	OPERATING SUPPLIES	LESSORS WELDING SUPPL	DPW	256368	05/26/14	29.70	40965
101-441-740.000	OPERATING SUPPLIES	CORRIGAN OIL COMPANY	DPW	5899902	05/26/14	262.11	40950
101-441-751.000	BUILDING MAINTENANCE & R	COMCAST - DPW	DPW	05-19-14	05/26/14	167.90	40949
101-441-920.000		HACKNEY HARDWARE	APRIL INVOICES	05/20/14	05/26/14	51.98	40962
101-441-935.000			Total For Dept 441 DEPARTMENT OF PUBLIC WORKS			2,296.55	
Dept 442 DOWNTOWN PUBLIC WORKS							
101-442-731.000	LANDSCAPE SUPPLIES	HACKNEY HARDWARE	APRIL INVOICES	05/20/14	05/26/14	115.34	40962
101-442-740.000	OPERATING SUPPLIES	ALLIED EAGLE SUPPLY C	DPW	713046	05/26/14	304.85	40941
101-442-920.000	UTILITIES	DYE ENERGY	DTE	05-19-14	05/26/14	78.00	40956
			Total For Dept 442 DOWNTOWN PUBLIC WORKS			498.19	
Dept 528 SOLID WASTE							
101-528-901.000	PRINTING & PUBLISHING	PRINT-TECH, INC.	UB BURSTING	221264	05/26/14	11.73	40971
			Total For Dept 528 SOLID WASTE			11.73	
Dept 751 PARKS & RECREATION							
101-751-721.000	HEALTH & DENTAL INSURANC	SMALL BUSINESS ASSOC	COVERAGE JUNE 14'	05/21/14	05/26/14	269.40	40974
101-751-722.000	LIFE & DISABILITY INSURA	UNUM LIFE INSURANCE	COVERAGE JUNE 14'	05/21/14	05/26/14	5.30	40979
101-751-955.000	MISCELLANEOUS	HACKNEY HARDWARE	APRIL INVOICES	05/20/14	05/26/14	32.90	40962
			Total For Dept 751 PARKS & RECREATION			307.60	
Dept 851 INSURANCE & BONDS							
101-851-721.001	RETIREE HEALTH INSURANCE	SMALL BUSINESS ASSOC	COVERAGE JUNE 14'	05/21/14	05/26/14	616.42	40974
101-851-910.000		MML WORKERS COMPENSAT	QUARTERLY	05/20/14	05/26/14	1,357.44	40967
			Total For Dept 851 INSURANCE & BONDS			1,973.86	
			Total For Fund 101 GENERAL FUND			23,149.96	
Fund 202 MAJOR STREETS FUND							
Dept 463 ROUTINE MAINTENANCE							
202-463-721.000	HEALTH & DENTAL INSURANC	SMALL BUSINESS ASSOC	COVERAGE JUNE 14'	05/21/14	05/26/14	1,400.87	40974
202-463-722.000	LIFE & DISABILITY INSURA	UNUM LIFE INSURANCE	COVERAGE JUNE 14'	05/21/14	05/26/14	27.55	40979
202-463-910.000	OPERATING SUPPLIES	MML WORKERS COMPENSAT	QUARTERLY	05/20/14	05/26/14	123.65	40967
			Total For Dept 463 ROUTINE MAINTENANCE			1,552.07	
Dept 474 TRAFFIC SERVICES							
202-474-721.000	HEALTH & DENTAL INSURANC	SMALL BUSINESS ASSOC	COVERAGE JUNE 14'	05/21/14	05/26/14	431.04	40974
202-474-722.000	LIFE & DISABILITY INSURA	UNUM LIFE INSURANCE	COVERAGE JUNE 14'	05/21/14	05/26/14	8.48	40979
202-474-910.000	OPERATING SUPPLIES	MML WORKERS COMPENSAT	QUARTERLY	05/20/14	05/26/14	43.01	40967
			Total For Dept 474 TRAFFIC SERVICES			482.53	
Dept 478 WINTER MAINTENANCE							
202-478-721.000	HEALTH & DENTAL INSURANC	SMALL BUSINESS ASSOC	COVERAGE JUNE 14'	05/21/14	05/26/14	862.08	40974
202-478-722.000	LIFE & DISABILITY INSURA	UNUM LIFE INSURANCE	COVERAGE JUNE 14'	05/21/14	05/26/14	16.96	40979
202-478-740.000	OPERATING SUPPLIES	DETROIT SALT COMPANY	DPW	42934	05/26/14	1,843.02	40953
202-478-910.000		MML WORKERS COMPENSAT	QUARTERLY	05/20/14	05/26/14	63.17	40967

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 202 MAJOR STREETS FUND							
Dept 478 WINTER MAINTENANCE						2,785.23	
Fund 203 LOCAL STREETS FUND						4,819.83	
Dept 463 ROUTINE MAINTENANCE							
203-463-721.000	HEALTH & DENTAL INSURANC	SMALL BUSINESS ASSOC	COVERAGE JUNE 14'	05/21/14	431.03	40974	
203-463-722.000	LIFE & DISABILITY INSURA	UNUM LIFE INSURANCE	COVERAGE JUNE 14'	05/21/14	8.48	40979	
203-463-910.000		MML WORKERS COMPENSAT	QUARTERLY	05/20/14	37.63	40967	
			Total For Dept 463 ROUTINE MAINTENANCE		477.14		
Dept 474 TRAFFIC SERVICES							
203-474-721.000	HEALTH & DENTAL INSURANC	SMALL BUSINESS ASSOC	COVERAGE JUNE 14'	05/21/14	107.76	40974	
203-474-722.000	LIFE & DISABILITY INSURA	UNUM LIFE INSURANCE	COVERAGE JUNE 14'	05/21/14	2.12	40979	
203-474-740.000	OPERATING SUPPLIES	DORNBOS SIGN & SAFTEY	DPW	15441	252.08	40955	
203-474-910.000		MML WORKERS COMPENSAT	QUARTERLY	05/20/14	13.44	40967	
			Total For Dept 474 TRAFFIC SERVICES		375.40		
Dept 478 WINTER MAINTENANCE							
203-478-721.000	HEALTH & DENTAL INSURANC	SMALL BUSINESS ASSOC	COVERAGE JUNE 14'	05/21/14	215.52	40974	
203-478-722.000	LIFE & DISABILITY INSURA	UNUM LIFE INSURANCE	COVERAGE JUNE 14'	05/21/14	4.24	40979	
203-478-740.000	OPERATING SUPPLIES	DETROIT SALT COMPANY	DPW	43037	1,852.44	40953	
203-478-910.000		MML WORKERS COMPENSAT	QUARTERLY	05/20/14	29.57	40967	
			Total For Dept 478 WINTER MAINTENANCE		2,101.77		
Fund 204 MUNICIPAL STREETS							
Dept 248 ADMINISTRATION							
204-248-721.001	RETIREE HEALTH INSURANCE	SMALL BUSINESS ASSOC	COVERAGE JUNE 14'	05/21/14	660.89	40974	
			Total For Dept 248 ADMINISTRATION		660.89		
Fund 402 EQUIPMENT REPLACEMENT FUND							
Dept 441 DEPARTMENT OF PUBLIC WORKS							
402-441-939.000	VEHICLE MAINTENANCE & RE	BELL EQUIPMENT CO	DPW	0100948	330.00	40945	
402-441-939.000	VEHICLE MAINTENANCE & RE	BOULLION SALES	MAINTENANCE	247843	189.95	40946	
402-441-939.000	VEHICLE MAINTENANCE & RE	BOULLION SALES	DPW	248664	7.54	40946	
402-441-939.000	VEHICLE MAINTENANCE & RE	BOULLION SALES	MAINTENANCE	248234	15.21	40946	
402-441-939.000	VEHICLE MAINTENANCE & RE	SHULTS EQUIPMENT, INC	MAINTENANCE	0015491	378.50	40973	
402-441-939.000	VEHICLE MAINTENANCE & RE	SHULTS EQUIPMENT, INC	MAINTENANCE	0015334	896.28	40973	
402-441-939.000	VEHICLE MAINTENANCE & RE	SOUTHEASTERN EQUIPMEN	DPW	D07866	24.73	40975	
			Total For Dept 441 DEPARTMENT OF PUBLIC WORKS		1,842.21		
Fund 590 SEWER ENTERPRISE FUND							
Dept 000 ASSETS, LIABILITIES & REVENUE							
590-000-633.002	UTILITY BILLS - SEWER	BRIAN HESSE	FINAL UB OVER PAYMENT	05-19-14	85.22	40947	
			Total For Dept 000 ASSETS, LIABILITIES & REVENUE		85.22		
Dept 248 ADMINISTRATION							
590-248-811.000	ATTORNEY FEES - MISCELLIA	DYKEMA GOSSETT PLLC	LEGAL FEES	1572202	456.40	40957	

INVOICE GL DISTRIBUTION REPORT FOR VILLAGE OF DEXTER  
 EXP CHECK RUN DATES 05/21/2014 - 05/21/2014  
 JOURNALIZED OPEN AND PAID  
 BANK CODE: POOL

5/21/2014 12:54 PM  
 ser: erin  
 BB: Dexter

Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 590 SEWER ENTERPRISE FUND						
Dept 248 ADMINISTRATION						
ATTORNEY FEES - MISCELLA	VARNUM, RIDDERING, SC LEGAL		05/21/14	05/26/14	16.50	40980
	Total For Dept 248 ADMINISTRATION				472.90	
Dept 548 SEWER UTILITIES DEPARTMENT						
HEALTH & DENTAL INSURANC	SMALL BUSINESS ASSOC	COVERAGE JUNE 14'	05/21/14	05/26/14	3,321.22	40974
RETREE HEALTH INSURANCE	SMALL BUSINESS ASSOC	COVERAGE JUNE 14'	05/21/14	05/26/14	845.53	40974
LIFE & DISABILITY INSURA	UNUM LIFE INSURANCE	COVERAGE JUNE 14'	05/21/14	05/26/14	95.15	40979
	HACKNEY HARDWARE	APRIL INVOICES	10017860	05/20/14	47.46	40962
	ALEXANDER CHEMICAL CO	WWTP	42155-79913	05/26/14	675.20	40940
	PARAGON LABORATORIES	WWTP	5899903	05/26/14	130.00	40968
	CORRIGAN OIL COMPANY	WWTP	10135	05/26/14	235.43	40950
	MICHIGAN MUNICIPAL IE	WEBSITE AD	221264	05/26/14	71.20	40966
	PRINT-TECH, INC.	UB BURSTING		05/26/14	11.73	40971
	MML WORKERS COMPENSAT	QUARTERLY		05/26/14	725.76	40967
	DTE ENERGY	DTE		05/26/14	100.00	40956
	HACKNEY HARDWARE	APRIL INVOICES		05/26/14	380.55	40962
	ERIC HARTMAN	MILEAGE		05/26/14	75.49	40958
	SCOTT MAURER	MILEAGE		05/26/14	57.12	40972
	TIM STEWART	MILEAGE		05/26/14	173.00	40977
	Total For Dept 548 SEWER UTILITIES DEPARTMENT				6,944.84	
Fund 591 WATER ENTERPRISE FUND						
Dept 000 ASSETS, LIABILITIES & REVENUE						
UTILITY BILLS - WATER	BRIAN HESSE		05-19-14	05/26/14	43.13	40947
	Total For Fund 590 SEWER ENTERPRISE FUND				7,502.96	
Dept 556 WATER UTILITIES DEPARTMENT						
HEALTH & DENTAL INSURANC	SMALL BUSINESS ASSOC	COVERAGE JUNE 14'	05/21/14	05/26/14	1,790.24	40974
RETREE HEALTH INSURANCE	SMALL BUSINESS ASSOC	COVERAGE JUNE 14'	05/21/14	05/26/14	431.78	40974
LIFE & DISABILITY INSURA	UNUM LIFE INSURANCE	COVERAGE JUNE 14'	05/21/14	05/26/14	63.43	40979
	HACKNEY HARDWARE	APRIL INVOICES	42155-78798	05/26/14	34.73	40962
	PARAGON LABORATORIES	WWTP	221264	05/26/14	65.00	40968
	PRINT-TECH, INC.	UB BURSTING		05/26/14	11.74	40971
	MML WORKERS COMPENSAT	QUARTERLY		05/26/14	294.33	40967
	DTE ENERGY	DTE		05/26/14	88.00	40956
	CRIBLEY WELL DRILLING	WWTP	61792	05/26/14	2,575.00	40952
	HACKNEY HARDWARE	APRIL INVOICES		05/26/14	319.36	40962
	TRACTOR SUPPLY CREDIT	142828		05/26/14	59.99	40978
	ETNA SUPPLY CO	WWTP	S100980748.001	05/26/14	1,189.01	40960
	ETNA SUPPLY CO	WWTP	S101061206.001	05/26/14	510.00	40960
	Total For Dept 556 WATER UTILITIES DEPARTMENT				7,432.61	
Total For Fund 591 WATER ENTERPRISE FUND					7,475.74	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount Check
Fund Totals:						
	Fund 101	GENERAL FUND				23,149.96
	Fund 202	MAJOR STREETS FUND				4,819.83
	Fund 203	LOCAL STREETS FUND				2,954.31
	Fund 204	MUNICIPAL STREETS				660.89
	Fund 402	EQUIPMENT REPLACEMENT FUND				1,842.21
	Fund 590	SEWER ENTERPRISE FUND				7,502.96
	Fund 591	WATER ENTERPRISE FUND				7,475.74
Total For All Funds:						48,405.90

**Applicant Information**

Event Name: Grand OPEN B2B West Date(s): June 7, 2014

Event Description: B2B West River Trail 10K RUN/WALK - Finish Line

Location: Mill Creek North & Alpine Street

Park Use       Facility Use       Road Closure       Fire/Open Burn

Organization Name (if applicable): HOMA, County Parks, and Village of Dexter

Applicant Name: Donna Dettling Phone: 734-426-8303

Applicant Email: ddettling@dexter.mi.gov

Applicant/Organization Address: 8140 Main Street Dexter MI

Additional Contact: \_\_\_\_\_

**Type of Activity (check all that apply)**

Road closure. Partial Road Use for Shuttle Pickup on Alpine St. attach map.  
Notification date: \_\_\_\_\_

Parade.

Exhibitions, erection of any temporary building or structure, and/or selling or giving away food, drink or merchandise.

Hold an assembly involving thirty (30) or more participants.

Hold an assembly involving less than thirty (30) participants.

Private event such as a wedding or birthday party.

Furnish or sell alcoholic beverages.

Fire or open burn.

Village services such as barriers, barricades, detour signs, or other use of Village equipment or personal are requested. Please provide details below.

*? May need to block off drive to Park on Saturday.*

Additional information: Setup picnic tables prior to event.

Bearclaw coffee was given permission to sell coffee at the finish line.

*Application and Release of Liability for Special Events, Park Use, Facility Use  
and/or Road Closures - Page 5*

**Hold Harmless Agreement:** To the fullest extent permitted by law, \_\_\_\_\_ agrees to defend, pay in behalf of, indemnify, and hold harmless the Village of Dexter, its elected and appointed officials, employees, volunteers, and others working on behalf of the Village of Dexter, against all claims, demands, suits, or loss, including all costs connected therewith, and for any damages, which may be asserted, claimed, or recovered against or from the Village of Dexter, its elected and appointed officials, employees, volunteers, and others working on behalf of the Village of Dexter, by reason of personal injury or death and/or property damage, including loss of use thereof, which arises out of or is in any way connected or associated with this agreement.

Donna Detling      5-16-14      \_\_\_\_\_  
 Applicant's Signature      Date      Co-Applicant's Signature      Date

Staff Review:      Fee: \$ \_\_\_\_\_      Date Received: \_\_\_\_\_      Receipt # \_\_\_\_\_

**Required Pre-Approvals:**

- Village Council      Date: \_\_\_\_\_
- Washtenaw County Sheriff      Date: \_\_\_\_\_      Signature: \_\_\_\_\_
- Dexter Area Fire Dept.      Date: \_\_\_\_\_      Signature: \_\_\_\_\_

**Attachment Check List:**

Yes	No	N/A	Description
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Damage Deposit.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Homeowners Insurance.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	General Liability Insurance.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Michigan Liquor Control Permit.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Road Closure Diagram or Map.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Washtenaw County Sheriff Department Contract.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Dexter Area Fire Department Contract.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Sign permit.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Controlled Burn Permit.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other: _____

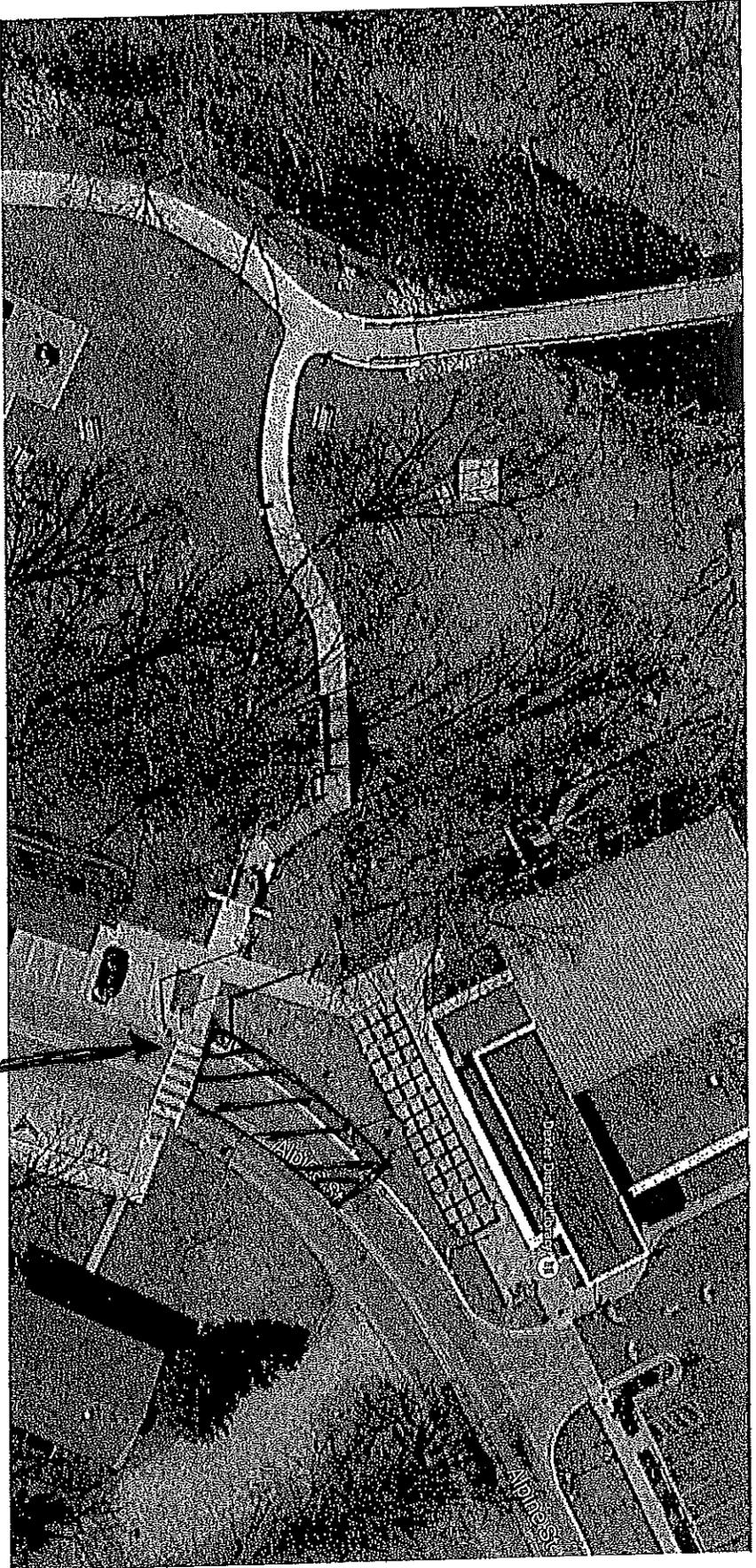
Approved       Denied      Date: \_\_\_\_\_

APPROVED OR DENIED BY: \_\_\_\_\_

CONDITIONS OF APPROVAL: \_\_\_\_\_

REASONS FOR DENIAL: \_\_\_\_\_

APPROVAL STAMP:



LOADING  
AREA

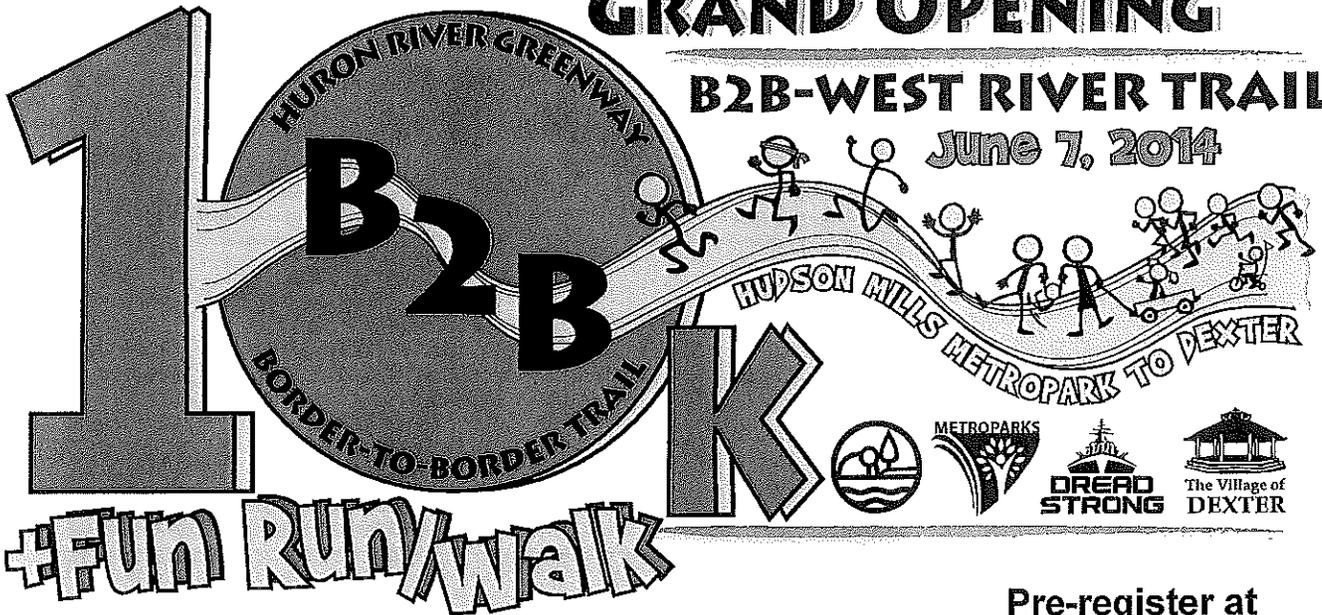
10:00 AM 2:00 PM

Map data ©2014 Google 20 ft

# GRAND OPENING

## B2B-WEST RIVER TRAIL

June 7, 2014



Celebrate **NATIONAL TRAILS DAY** Saturday, June 7th, with the Grand Opening of the newest segment of the Border-to-Border trail (B2B), the West River trail at Hudson Mills Metropark. The event will include a 10k race and fun run/walk that will be enjoyable for all ability levels – bring the whole family!

The race will start at 9:00 AM at Hudson Mills, North Territorial Road entrance. The 6.2-mile scenic route will take you along the Huron River to the finish line in the Village of Dexter at Mill Creek Park where you can enjoy entertainment and refreshments after the run. Free shuttle buses, provided by WAVE, will transport participants back to the starting point.

Pre-register at  
[parksonline.ewashtenaw.org](http://parksonline.ewashtenaw.org)  
 or register at event  
 beginning at 7:30am

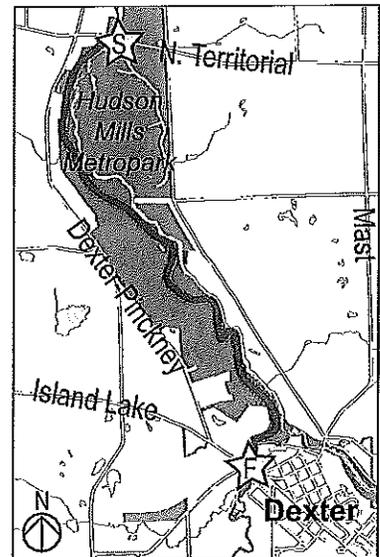
walk jog  
 leap dance  
 run skip  
**YOUR WAY  
 TO THE  
 FINISH LINE!**

**\$10 ADULTS/TEENS**

**INCLUDES A  
 COMMEMORATIVE  
 EVENT T-SHIRT!**



**KIDS 12 & under are free!**



**Applicant Information**

Event Name: Relay For Life of Dexter Date(s): June 14+15, 2014

Event Description: 24 hour fundraising event for the American Cancer Society

Location: Monument Park - Gazebo

- Park Use
- Facility Use
- Road Closure
- Fire/Open Burn

Organization Name (if applicable): American Cancer Society

Applicant Name: Max Brennan Phone: 248.663.3480

Applicant Email: max.brennan@cancer.org

Applicant/Organization Address: 20450 Civic Center Dr. Southfield, MI 48076

Additional Contact: Elizabeth Samielski 248.663.3406  
elizabeth.samielski@cancer.org

**Type of Activity (check all that apply)**

- Road closure. Notification date: Sat Am June 14-15 6:30 Am G-14 Start 10:00 Am G-15 End Road closure
- Parade.
- Exhibitions, erection of any temporary building or structure, and/or selling or giving away food, drink or merchandise.
- Hold an assembly involving thirty (30) or more participants.
- Hold an assembly involving less than thirty (30) participants.
- Private event such as a wedding or birthday party.
- Furnish or sell alcoholic beverages.
- Fire or open burn.
- Village services such as barriers, barricades, detour signs, or other use of Village equipment or personal are requested. Please provide details below.

Additional information: Need detour and barricades, barrier signs.  
Last year, fire department wanted to oversee  
the lighting of luminaria bags (candles) so if  
we could utilize that service as well, that  
would be great!

Application and Release of Liability for Special Events, Park Use, Facility Use  
and/or Road Closures - Page 5

**Hold Harmless Agreement:** To the fullest extent permitted by law, the American Cancer Society agrees to defend, pay in behalf of, indemnify, and hold harmless the Village of Dexter, its elected and appointed officials, employees, volunteers, and others working on behalf of the Village of Dexter, against all claims, demands, suits, or loss, including all costs connected therewith, and for any damages, which may be asserted, claimed, or recovered against or from the Village of Dexter, its elected and appointed officials, employees, volunteers, and others working on behalf of the Village of Dexter, by reason of personal injury or death and/or property damage, including loss of use thereof, which arises out of or is in any way connected or associated with this agreement.

[Signature] 5/14/14 \_\_\_\_\_  
Applicant's Signature Date Co-Applicant's Signature Date

Staff Review: Fee: \$ N/A Date Received: 5/16/14 Receipt # \_\_\_\_\_

**Required Pre-Approvals:**

- Village Council Date: \_\_\_\_\_
- Washtenaw County Sheriff Date: 5/16/14
- Dexter Area Fire Dept. Date: 5-15-14

Signature: [Signature]  
Signature: [Signature]

**Attachment Check List:**

Yes	No	N/A	Description
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Damage Deposit.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Homeowners Insurance.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	General Liability Insurance.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Michigan Liquor Control Permit.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Road Closure Diagram or Map.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Washtenaw County Sheriff Department Contract.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Dexter Area Fire Department Contract.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Sign permit.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Controlled Burn Permit.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other:

Approved  Denied Date: \_\_\_\_\_

APPROVED OR DENIED BY: \_\_\_\_\_

CONDITIONS OF APPROVAL: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

REASONS FOR DENIAL: \_\_\_\_\_  
\_\_\_\_\_

APPROVAL STAMP:

## Relay For Life Emergency Plans

### Tornado Watch

1. Tornado watch will be announced over the public address system
2. Committee members will go around and check to make sure that tents are staked down as much as possible. Recommendation will be to roll up the sides of awnings and flatten tents if possible

### Tornado Warnings

1. Siren will go off according to Village plan
2. Evacuation will be announced over public address system and committee members will go campsite to campsite notifying teams/participants
3. Committee members will make sure that tents are empty
4. ACS Staff/Committee members will contact Dexter Fire Department for weather updates and all clear message

### Thunderstorm Watch

1. Watch will be announced over the public address system with the recommendation for participants to check stakes on their tents

### Thunderstorm Warning

1. Committee members will ensure that participants are entering the designated secure indoor area at the Monument Park building across the street from the park. After hours, participants will evacuate the area until weather has cleared.
2. Committee members will check tents to make sure that everyone has gone inside
3. ACS Staff/Committee members will contact Dexter Fire Department for weather updates and all clear message

### Medical

1. Participants will be told to call 911 if they feel necessary
2. Participants will also notify ACS Staff/Committee member of emergency

### Fire

1. Call 911 to report a fire
2. An announcement will be made over the public address system telling participants which direction to move
3. ACS Staff/Committee will call Dexter Fire Department. An announcement will be made over the public address system that the Dexter Fire Department has been contacted.

\*These written directions will be provided to each Team Captain and discussed at final Team Captain meeting PRIOR to event, as provided upon arrival at the event\*



Dear Village Council Members,

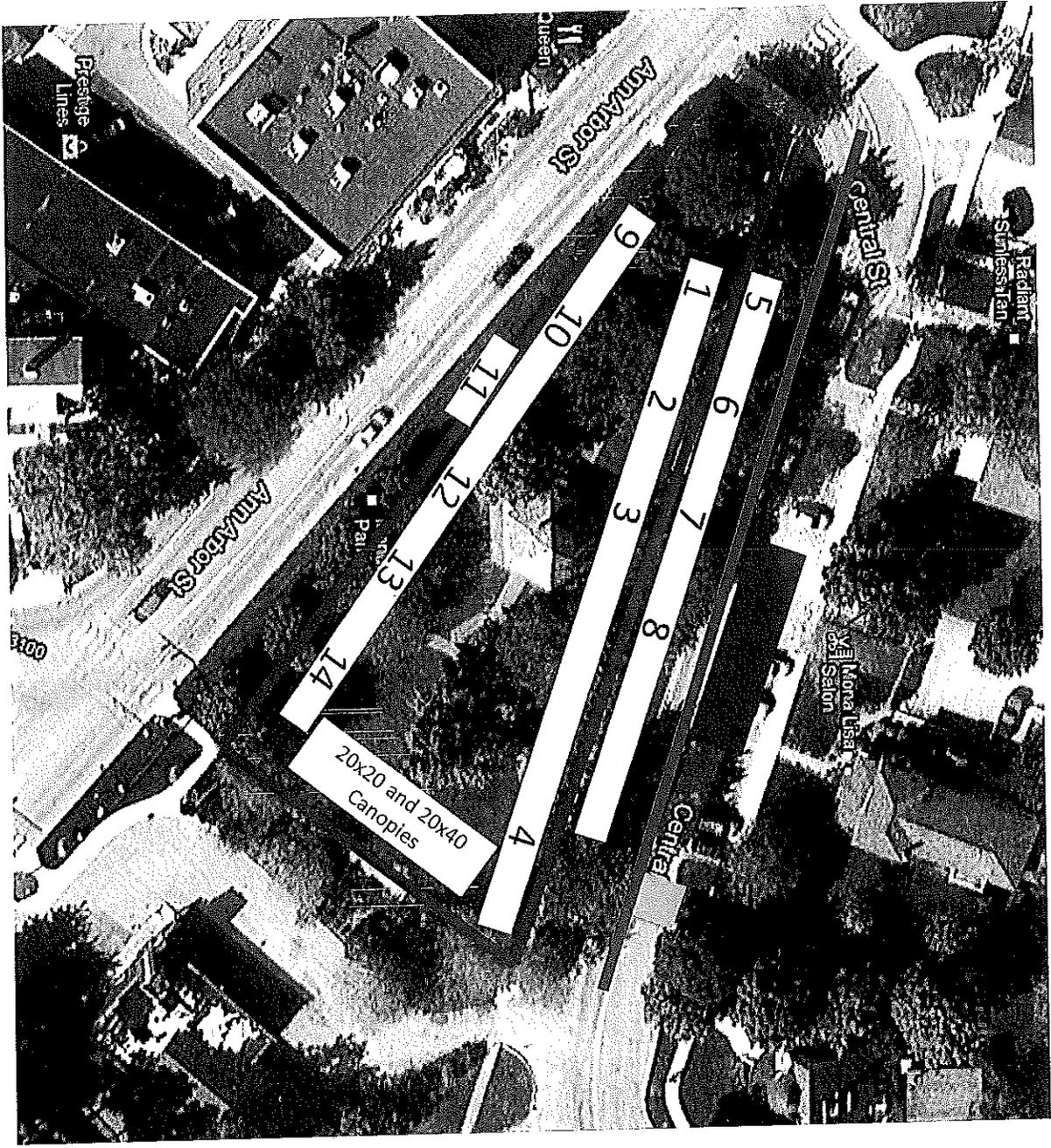
On behalf of the Relay For Life Planning Committee, I would like to thank you for taking the time to review our request to host the Relay For Life of Dexter on June 14-15, 2014 from 9:00 AM- 9:00 AM in Monument Park. Relay For Life is the signature event of the American Cancer Society, raising money towards our life saving mission of helping people Stay Well, Get Well, Find Cures, and Fight Back. With your approval last year, we saw an overwhelmingly positive response from our participants in moving our venue; this year, we hope to have your approval to once again host our event in Monument Park to continue to grow and bring the community together to fight back against this disease. As of now, there are no significant changes to the layout of our event, should that change I will notify the Village immediately though I do not expect it will be necessary.

Thank you again for your consideration, in the meantime, if you have any questions, please feel free to contact me at either [max.brennan@cancer.org](mailto:max.brennan@cancer.org) or 248-663.3480.

All the best,

Max Brennan, Staff Partner – Relay For Life of Dexter

# Relay For Life of Dexter 2013: Site Map



-  Walking path
-  Emergency Vehicle path
-  Designated campsite locations
-  Food Wagon locations
-  Portable Restrooms with space for emergency vehicles if necessary





VILLAGE OF DEXTER

8140 Main Street · Dexter, Michigan 48130-1092 · (734) 426-8303 · Fax (734) 426-6614

AGENDA 5-27-14

ITEM J-5

APPLICATION FOR APPOINTMENT AS COMMISSION OR COMMITTEE MEMBER

Name: Ellen Han Date: March 20, 2014

Address: 8243 Webster Dr., Dexter, MI 48130

Email: rinckell@gmail.com

Phone: 517-614-6453 Best time to call: evenings or Tue/Thurs afternoons

Which Commission/Committee are you applying for?

Zoning Board of Appeals

Downtown Development Authority

Planning Commission

Parks Commission

Arts, Culture & Heritage Committee

Tree Board

Farmers Market Oversight Committee

Other (Specify) \_\_\_\_\_

Why are you interested in serving on this Commission/Committee? Are there current events that have spurred your interest? My interest in serving on the parks commission stems

from a professional background in the parks & recreation field and from a personal interest in the Village parks as a local homeowner.

What particular skills and/or background do you feel that you could bring to this appointment? What other, if any, commissions or committees have you served on? I have an educational

background in Parks & Recreation Administration & have worked in the community rec. & nonprofit fields, including working with boards & action committees & implementing fundraising activities.

Please list/attach any other information that you would like to have considered. Please see attached.

RECEIVED

MAR 20 2014

VILLAGE OF DEXTER

**EDUCATION**

**Master of Science**, Park and Recreation Administration, 2006

*Michigan State University, East Lansing, MI*

**Bachelor of Science** (with Honor), Park, Recreation and Tourism Resources, 2003

*Michigan State University, East Lansing, MI*

**General Studies**, 1998-1999

*Jackson Community College, Jackson, MI*

**SKILLS, ACCOMPLISHMENTS AND AWARDS**

- Proficient in Microsoft Office and U-M DART and eRPM.
- Student Scholarship Award, Michigan Recreation and Park Association, 2004.
- Minority and Women Graduate Assistantship Program Award, Michigan State University Extension, 2003.
- Charles E. Doell Award for Student Leadership in Park, Recreation, and Tourism Resources, Michigan State University, 2003.
- Excellence in Learning Award Recipient, Jackson Community College, 1999.

**PROFESSIONAL EXPERIENCE**

**UNIVERSITY OF MICHIGAN**, Ann Arbor, Michigan

2008 – present

*Grants Manager, Michigan Radio*

- Managed all grant-related fundraising activities for Michigan Radio, such as cultivating and stewarding funder relationships, writing grant proposals, developing and monitoring project budgets, preparing funder reports, executing contracts and coordinating with partner organizations.
- Raised and managed over \$5.3 million in grants funds from public and private sources, including the single largest grant award in the station's history.
- Examples of funded projects include: "The Environment Report," arts and culture reporting, "Muslims in Michigan," "Facing the Mortgage Crisis" and "State of Opportunity: Can Kids in
- Assisted with the implementation of the station's twice yearly fundraising drives and donor events.

**CITY OF GRAND LEDGE**, Grand Ledge, Michigan

2005 – 2008

*Director / Title V Grant Coordinator*

- Managed all aspects of the City's OJJDP Title V Grant Program and the Youth Enrichment Services Center, Inc., including budget planning and monitoring, fundraising, program implementation and evaluation, employee and volunteer management, and promotion.
- Supervised up to six part-time employees, including hiring, scheduling, and payroll.
- Recruited, supervised, and coordinated up to 20 volunteers for such programs as the after-school teen program and Communities Mobilizing for Change on Alcohol committee and YES Teen Advisory Council.
- Planned and implemented a variety of youth programs, such as the after-school drop-in and enrichment teen programs, Leadership and Resiliency Program, In-School Probation Program, Parenting 911, and youth outings (i.e., camping trips, volunteering in the community).
- Planned and implemented community stakeholder events.

- Raised over \$100,000 in grants funds for programs and facility improvements from both public and private sources.
- Implemented and designed a community study among 1,173 Grand Ledge teens and 155 adults on community norms pertaining to underage drinking.

**MICHIGAN STATE UNIVERSITY, East Lansing, Michigan**

**2002 – 2005**

***Graduate Research Assistant, (2003-2005)***

- Assisted with the implementation of community research studies by developing the overall design of the studies, conducting extensive research of scientific literature, collection and analyzing quantitative data, recruiting study participants, and writing research papers and reports.
- Projects included Farmington Hills/Farmington Youth Mapping Project 2003; Food, Fun, and Free Time 2004; Farmington Hills Special Services Community Survey 2004; Charter Township of Meridian Department of Parks and Recreation Public Input Report 2005.
- Thesis Project: "Engaging Youth in Community Decision-Making: Michigan Youth Councils," which was a cross-sectional examination of the experiences and perceived outcomes of youth members engaged in 33 youth council groups throughout Michigan.

***Student-Athlete Tutor, (2003-2005)***

- Mentored undergraduate student-athletes enrolled in a Park, Recreation and Tourism Resources course by assisting them to develop academic and professional skills, including time management and writing skills and the mastering of class concepts.

***Undergraduate Research Assistant, (2002-2003)***

- Assisted with the implementation of community research studies by managing databases, analyzing qualitative data, researching scientific literature and writing reports.
- Projects included: Michigan After-School Initiative's 2003 report, MRPA-MML Youth Symposium Survey Report 2002, and MRPA Executive Summit Report 2002.
- Mentored high school student participating in the College of Agriculture and Natural Resources Multicultural Apprenticeship Program.

**SPECIAL DAYS CAMPS, Michigan**

**2001 – 2008**

- Volunteered as a Youth Program Director, Program Assistant and Counselor to plan and implement a two-week summer camp program and winter weekend reunion, including training and supervising volunteers and planning and implementing programs for children living with cancer and their siblings.

**CANTON TOWNSHIP LEISURE SERVICES, Canton, Michigan**

**2003**

- Assisted in planning and implementing a summer recreation program that integrated physical fitness education, cultural awareness and traditional camp activities for teens ages 11-15.
- Designed and implemented a program evaluation for the Summit's after school teen program.
- Completed a study entitled "Mapping Community Risk Factors," which explored literature linking quality youth development programs to reduce crime and used computerized mapping to identify geographical areas most in need of youth outreach programs.

**YMCA STORER CAMPS, Jackson, Michigan**

**1998 – 2000**

- *Watercraft Director (summer 2000)*: Managed a safe, organized and clean boating area on Stony Lake; taught and enforced boater safety and rules for youth campers, camping groups, and staff.
- *Lifeguard (summer 1999)*: Managed a safe, organized and clean swimming area; taught and enforced swimmer safety and rules for campers and staff; supervised swimming activities.
- *Counselor (summer 1998)*: Maintained a safe and friendly cabin for girls ages nine to ten years and organized and facilitated daily activities for all youth campers.





VILLAGE OF DEXTER

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

5-27-14  
ITEM J-6

APPLICATION FOR APPOINTMENT AS COMMISSION OR COMMITTEE MEMBER

Name: Katie Koch Date: 01/30/2014  
Address: 3519 Lexington Circle, Dexter, MI 48130  
Email: katie.koch@yahoo.com  
Phone: 505-263-8030 Best time to call: 6-8pm

Which Commission/Committee are you applying for?

- Zoning Board of Appeals
- Planning Commission
- Arts, Culture & Heritage Committee
- Farmers Market Oversight Committee
- Other (Specify) \_\_\_\_\_
- Downtown Development Authority
- Parks Commission
- Tree Board

Why are you interested in serving on this Commission/Committee? Are there current events that have spurred your interest? I moved to Dexter last year, and have two young children. I'd like to assist in the community and the parks seem to be the perfect place for me to do so, since I have a vested interest in making them clean, safe and fun.

What particular skills and/or background do you feel that you could bring to this appointment? What other, if any, commissions or committees have you served on? I am a hard worker who cares about the community. I do not have any specific experience, but I would put forth the effort needed.

Please list/attach any other information that you would like to have considered. Without much information about how much draw there is for such a position, it is hard to know what else to tell you about myself. If there are many applicants with extensive experience, I would encourage you to select them over me.



AGENDA 5-27-14

ITEM L-1

ddettling@dextermi.gov

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

**VILLAGE OF DEXTER**

8140 Main Street Dexter, MI 48130-1092

**MEMO**

**To: President Keough and Council**  
**From: Donna Dettling, Village Manager & Dan Schlaff Superintendent**  
**Date: May 27, 2014**  
**Re: Recommendation to Promote Scott Maurer to Assistant Superintendent**

Dan Schlaff and I are recommending the promotion of Scott Maurer to the Assistant Superintendent position at \$60,000 annual salary effective May 26, 2014. The annual salary amount was debated several times with Council; most recently at the May 13, 2014 Budget Work Session. Dan and I felt there was support for the \$60,000 annual salary based on the discussion.

We want to make the promotion effective immediately, which will include 2 pay periods in the current fiscal year and an adjustment to the proposed 2014-15 budget. The current budget can absorb the change and the proposed budget assumed the promotion at \$58,000 and will be adjusted once the promotion is approved. The effective date of May 26, 2014 is the start of a pay period and makes proration of two rates simpler. This also happens to be Scott's anniversary date; he started with the village on May 26, 2011.

The Assistant Superintendent position is not eligible for over-time and we will spread Scott's annual salary across general fund, streets funds, water and sewer; in the same way we spread Dan's salary. A draft job description is included for your review. I used the Superintendent job description as the base, and I followed the structure used for the Manager and Assistant Manager job descriptions.

During Council Work Sessions starting with the March 29, 2014 goal setting session, Dan and I provided rationale for recommending this promotion. We also indicated that this recommendation is a step toward the June 2011 Superintendent transition discussions when we developed a "Future Organizational Structure". We also shared a number of reasons why Scott Maurer in the role of Assistant Superintendent is the right decision for the village and it is the right time to make the promotion. This list is not intended to be exhaustive, please contact Dan Schlaff for further examples or clarification.

- Dan needs someone to be his second in command (officially). Scott functions in this capacity generally and all that's missing is the formality of this endorsement.
- Scott's role as second in charge will assist with the transition when Dan makes the decision to retire from the Village.
- Scott has earned respect as a Leader from all employees.
- Scott has the ability to make decisions on his own and in collaboration with staff/engineers/contractors.
- Scott is trusted to conduct himself in a respectful manner with the public, providing excellent representation for the village.
- Ability to pull staff together and tackle service delivery in new ways that will help to minimize the effort necessary to complete a task.
- Scott brings value to the organization with quotes and bids that are necessary to keep projects moving in water, wastewater, streets, and parks departments.
- Scott has demonstrated that he has the ability to run the day to day operations of Water and Sewer as well as Streets.
- Scott is thorough and cares about what he's doing.
- Scott will be instrumental in providing the guidance that will be necessary to keep the Road Improvement and Maintenance Plan on track.

**JOB TITLE: Assistant Superintendent of Municipal Services**

Status: Full-time, Exempt  
Reports To: Village Manager

**TYPICAL DUTIES AND RESPONSIBILITIES**

An employee in this position may be called upon to do any or all of the following essential duties: (These examples do not necessarily include all of the duties which the employee may be expected to perform.)

Assists in all aspects of the Superintendent of Municipal Services duties. Develop general knowledge of the mechanics of the Superintendent of Municipal Services routine duties. This position assists in the supervision, administration and technical work involved in planning and directing activities in the areas of construction, maintenance and cleaning of streets, sidewalks and drainage, the maintenance and repair of Village property, vehicle maintenance, and the water and wastewater systems of the Village.

**ESSENTIAL DUTIES AND RESPONSIBILITIES:**

**Public Works:**

- Responsible for the efficient operation and maintenance of the public works operations including budgetary and personnel matters
- Supervises public works operations including maintenance of streets, parks, buildings and grounds and solid waste
- Keeps current on professional developments and technological advances in street and grounds maintenance and repair through continued education and professional growth

**Water/Wastewater/Storm Water:**

- Responsible for the efficient operation and maintenance of the water and wastewater treatment systems, storm water system and related equipment including budgetary and personnel matters
- Supervises and assists with emergency situations and repairs
- Supervises meter reading, repairs, replacement and sealing
- Keeps current on professional developments and technological advances in water, wastewater treatment, and storm water management through continued education and professional growth

**Development / Capital Project Review**

- Reviews developers' plans to ensure compliance with Village regulations
- Works closely with the village engineers and planning department during the planning and construction stages of development projects, capital improvements, and other projects.

**Other duties as assigned, including but not limited to:**

- Submits to Superintendent of Municipal Services, Village Manager and Village Council reports in which a summary of the activities of the departments is presented.
- Performs research and makes recommendations on a variety of projects as directed by the Superintendent of Municipal Services.
- Responds to citizen inquiries.

**KNOWLEDGE REQUIRED BY THE POSITION:**

- Knowledge of Michigan Department of Environmental Quality regulations

- Skill in reviewing site plans
- Skill in utilizing a personal computer and various applications
- Skill in supervision
- Skill in oral and written communication

**SUPERVISORY CONTROLS:** The Superintendent of Municipal Services assigns work in terms of goals and objectives. Work is reviewed through reports, conferences, and observation of departmental activities.

**COMPLEXITY:** This position consists of varied analytical, supervisory and technical assistance.

**PHYSICAL DEMANDS:** The work is sometimes performed in an office setting, but mostly outdoor work is required in the inspection of various developments, construction sites, and public facilities and providing assistance with emergency pipe repairs.

**WORK ENVIRONMENT:** While performing the duties of this job, the employee works in outside weather conditions. The employee occasionally works near moving mechanical parts and in high, precarious places and is occasionally exposed to wet and/or humid conditions, fumes or airborne particles, toxic or caustic chemicals, risk of electrical shock and vibration.

**MINIMUM QUALIFICATIONS:**

- Graduation from a four-year college or university with a degree in engineering, public administration, management or a closely related field and,
- Administrative experience, preferably in public works or,
- Any equivalent combination of education and experience.

**PERFORMANCE STANDARDS**

The Assistant Superintendent of Municipal Services can anticipate the establishment of mutually agreed upon performance standards with the Superintendent of Municipal Services.

HOW DO WE GET FROM TODAY TO FUTURE STRUCTURE

Superintendent Dan Schlaff  
 \$70,000 to \$85,000  
 Assistant Superintendent - Scott Maurer  
 \$55,000 to \$70,000  
 Non-Union

Kurt Augustine - Foreman  
 New \$39,900 to \$53,600  
 Old 15-20 \$42,700 to \$72,800

Utility Operator New \$37,814 to \$50,856 Old 12-17 \$35,401 to \$53,705	Eric Hartman Utility Operator New \$29,400 to 39,600 Old 4-15 \$22,200 to \$48,200	Tim Stewart Utility Operator New \$29,400 to 39,600 Old 4-15 \$22,200 to \$48,200	Doug Schlaff Utility Operator New \$29,400 to \$39,600 Old 4-15 \$22,200 to \$48,200	Andrea Dorney Chief Lab Tech New \$31,500 to \$42,400 Old 10-15 \$31,800 to \$48,200	Bruce Whitley DPW Worker New \$29,400 to \$39,600 Old 4-14 \$22,200 to \$45,300	Todd Viebahn DPW Worker New \$29,400 to \$39,600 Old 4-14 \$22,200 to \$45,300	Harold Gross DPW Worker New \$29,400 to \$39,600 Old 4-14 \$22,200 to \$45,300
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AGENDA 5-27-14

ITEM L-2

## **VILLAGE OF DEXTER**

[ddettling@dextermi.gov](mailto:ddettling@dextermi.gov)

8140 Main Street Dexter, MI 48130-1092

Phone (734)426-8303

Fax (734)426-5614

### **MEMO**

**To: President Keough and Council**  
**From: Donna Dettling, Village Manager and Dan Schlaff, Superintendent**  
**Date: May 27, 2014**  
**Re: Consideration -Main Street Paving – Parking Space Repairs**

Attached is a memo from OHM that outlines recent effort to bring resolution to the deformations in the asphalt paving located in the parking spaces along the north side of Main Street. OHM has concluded that the asphalt and aggregate base appear suitable. OHM also recommended two options for the parking space repairs.

Staff can support either repair option, however we prefer the concrete fix, which is shown in table 1. This fix would remove 4 feet of asphalt from the curb out into the parking spaces, 7 inches deep and be replaced with 7 inches of concrete. A more appealing look would be to replace all 8 feet of the parking space area, which could double the cost to \$24,000.

Proline is scheduled to make punch list repairs before the end of the fiscal year and this repair could be included at the same time. The cost of the repair will require a budget amendment in Major Streets for fiscal year 2013-14. If council supports the repair, immediate notification of the businesses impacted will be necessary. It is anticipated that parking spaces along the North side of Main Street will be out of commission up to one week.

Council support of this recommended repair will require a budget amendment in the 2013-14 Budget of \$25,000 under the Major Streets Fund in Contracted Services, Account 202.451.974.101 Main Street Resurfacing.

## memorandum

**Date:** May 21, 2014

**To:** Donna Dettling, Village Manager  
**From:** Rhett Gronewelt, P.E. & Patrick M. Droze, P.E.

**Re:** Main Street Paving – Parking Space Repairs

As you are aware, a series of deformations have developed within the asphalt paving located in the parking spaces along the north side of Main Street. The asphalt was placed as part of the Main Street Paving Improvement in May of 2012. These deformations appear to coincide with the location where a vehicle wheel will rest after pulling into a space and were suspected to be result of asphalt shoving. OHM has been aware of the issues since summer of 2013 has met with the Contractor (Proline Asphalt) who originally performed the work. A meeting was held in June 2013 and resulted in the identification of potential fixes that included milling and placing new asphalt as well as removal and replacement with asphalt and concrete.

While options were discussed internally and presented to council in October, it was not recommended that any fix should occur until a further investigation of the existing failures was completed. It was also delayed so that work could be scheduled at a time to limit the impacts of downtown construction..

### POST CONSTRUCTION TESTING

Working with Staff, OHM coordinated field investigations this spring in the vicinity of two pavement failures within the parking stalls between Alpine and Broad Street. These investigations included performing pavement cores through the wearing, leveling and base courses of asphalt as well as confirming density of the underlying aggregate base material. In general, it was found that the asphalt ranged in depth from 6.5 to 7 inches and was placed over properly compacted aggregate base ranging from 8 to 10 inches. The underlying material was found to be dry, silty-clay soil with some gravel. Based on this analysis, it was determined that the base was stable. The cores revealed that approximately 2.5 to 2.75 inches of new asphalt were placed over the milled asphalt base in 2012.

### COORDINATION WITH MATERIALS TESTING CONSULTANT

After completing the additional field tests, we re-engaged the materials testing company used during the construction of the project, Testing Engineers and Consultants, Inc (TEC). TEC was provided copies of the new cores completed within the failing asphalt pavement. TEC reviewed the documents and stated several observations in their response to OHM:

- Field density reports of placed asphalt at the time of construction all demonstrated that proper compaction was performed by the contactor.
- Laboratory tests state that asphalt was within specification for gradation
- Laboratory tests state that asphalt content was variable, but was within specification.

### SUMMARY OF FINDINGS

The post-construction testing shows that the underlying asphalt and aggregate base appears suitable and did not exhibit any groundwater problems. In addition, the review of the materials placed by Proline appears to also show that asphalt compliant with the specifications was installed. That said, it is also apparent that the shoving issues observed with the existing pavement are confined to the surface asphalt that was placed during the 2012 Main Street project.

Based on this and conversations with TEC regarding pavement designs, OHM is recommending two options to correct the shoving issues within the leveling and wearing course of the asphalt pavement in the parking areas. These recommendations include:

- Option 1 (Asphalt): Mill all existing asphalt within the parking stall and place new asphalt conforming to MDOT's 5E3 asphalt mixture. The 5E3 mixture includes a higher crushed aggregate content which creates a stable mixture that is more resistant to shoving.
- Option 2 (Concrete): Remove the existing asphalt and place concrete back.

### CONTRACTOR ESTIMATE

In an effort to keep any repairs as inexpensive as possible, OHM requested that Proline provide its best pricing to coincide with work with other remaining punch list items. They have quoted each of OHM's options which are listed in Table 1 below:

**TABLE 1: Summary of Pavement Repair Options**

Option	Work	Cost
1	Mill and Overlay Parking Stalls and Place HMA, 5E3 mixture	\$21,528.48
2	Remove 4' of Asphalt and Replace with 7" Concrete	\$12,350.00

### RECOMMENDATION

OHM feels that either option described above would provide a possible repair for the areas in question. However, while we understand the MDOT HMA, 5E3 to be a more stable, shove resistant mix, it is still asphalt which is by nature a flexible pavement leaving it susceptible to deformation over time and thus an item requiring more frequent maintenance if desired. To eliminate the potential for shoving and rutting in its entirety, we recommend proceeding with the proposed concrete fix. If it is desired for the concrete to blend with the surrounding asphalt, a tint can be added to the mix to darken the material.



# VILLAGE OF DEXTER

8140 Main Street Dexter, MI 48130-1092

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

[cnicholls@dextermi.gov](mailto:cnicholls@dextermi.gov)

5-27-14

MEMO

**To: President Keough and Council Members**  
**From: Courtney Nicholls, Assistant Village Manager**  
**Date: May 13, 2014**  
**Re: Paint Dexter Plein Air Festival Liquor License Request**

ITEM L-3

Attached for Council's review is an application for a one day liquor license for the Evening with the Artists event at the Plein Air Festival. This evening will be a fundraising art sale, which will offer approx. 150 people a chance to meet the artists while receiving two glasses of wine, dessert and cheeses.

The liquor license requires a bond, which has been obtained through the Michigan Municipal Risk Management Authority. The liquor license and the bond is a total of \$100. Due to the proximity to the Washtenaw Intermediate School District, the sign off of the Superintendent was also required and has been obtained.

If the resolution is adopted by Council (page 6 of the application) the entire application will be submitted to the Washtenaw County Sheriff for review and approval before going to the State of Michigan Liquor Control Commission.



Michigan Department of Licensing and Regulatory Affairs  
 Michigan Liquor Control Commission (MLCC)  
 7150 Harris Drive, P.O. Box 30005 - Lansing, Michigan 48909-7505  
 (517) 322-1326 toll free (866) 813-0011 www.michigan.gov/lcc

**Requirements Checklist**

**Special License for Consumption on the Premises  
 (issued under R436.575)**

The following checklist is intended to assist you in completing your Application for Special License. Make sure you read the entire application carefully prior to submitting your request to the Commission for consideration.

**Reminder:** Failure to submit your application and fees a minimum of 10 days prior to your event may result in no license being issued.

**Payment for license(s)** - See page 1 of Instructions for Special Licenses for fee information.

**Part I of Special License Application (Pages 4 & 5):**

Detailed Diagram - Submit if event is taking place outside.

Diagram must contain the dimensions and how the area will be contained, secured and monitored to prevent sales to minors and sales to visibly intoxicated persons.

Church or School Approval

Is there a church or school located within 500 feet of the scheduled event?

Yes  No

If you marked "yes" the clergyman from the church and/or the school superintendent must complete and execute Section 6 of the application. The local police department will also be required to note the location of the church or school in their approval in Section 9.

Make sure both of the officer's signatures are witnessed and notarized at the bottom of the application.

**Organization Board Resolution (Page 6):**

Certified copy of the resolution of the membership or board of directors authorizing the application must accompany the application to the Commission, pursuant to R436.576. (Or a certified copy of the organizations minutes will be accepted)

**Part II of Special License Application - Bond (Page 7):**

Verify information is correct on bond:

1. Complete name of organization must be stated.

2. Address of event must be concise; include the city/township/village name of where the event is to be held.

3. Verify that the effective date is the date that the event is to be held.

4. Make sure the bond includes both the signature of the officer of applying organization and the insurance agent. Also verify that the power of attorney is attached.

*\*Note: No bond is required for church or school entities*

**Extras:**

If the event is being held on Sunday please complete question 8 on the Application for Special License (page 5)

If the event will take place at a military installation or facility operated by the military, complete Part III on page 8.

Street Closure Approval - If event is located on city/village street.

Escrow letter - If the event is taking place at a location where there is a liquor license currently issued.

Concession Agreement - Required if organization is contracting with person(s) to operate food business within the event area.

Non-Profit Papers - Must be submitted by any applicant who has not previously provided them to this office.



Michigan Department of Licensing and Regulatory Affairs  
 Liquor Control Commission (MLCC)  
 7150 Harris Drive, P.O. Box 30005 - Lansing, Michigan 48909-7505  
 (517) 322-1326 - toll free (866) 813-0011 - www.michigan.gov/lcc

**Instructions for Special License  
 for Sale of Beer and Wine Only and/or Beer, Wine and Spirits  
 for Consumption on the Premises**

\*\*\*Application must be submitted to this office not less than 10 days before the date the license is desired. Failure to submit your application a minimum of 10 days prior to your event may result in no license being issued, pursuant to R 436.575.

**General Instructions:** These instructions apply to Parts I and II of the Application for Special License, and Part III (when required). Each part of the Application for Special License also has more specific instructions which must be followed.

**Organization Board Resolution** - A certified copy of the resolution of the membership or board of directors authorizing the application must accompany the application to the Commission, pursuant to R436.576. (A certified copy of your organization's minutes may also be submitted)

**The Licensing Process**  
 To ensure timely processing, your complete application must be received 10 days before the date the license is desired. Failure to submit all of the necessary information and fees will delay the processing of your application.

**Qualifying Organizations**  
 A special license is issued only to non-profit organizations. If your organization has not previously provided proof of your non-profit status (i.e. Charter, Bylaws, Articles of Incorporation, IRS tax exempt verification, etc.), you must submit proof with this application. No organization, including its auxiliaries, may receive more than 12 Special Licenses during a calendar year. Applicants for a Special License must be at least 21 years of age.

**License Period**  
 A Special License is good for one day and contains the time period for which it is granted. One (1) Application and one (1) Bond are acceptable for consecutive days of an event at the same location. However, a separate license fee is required for each day of the event.

**Location; Restrictions; Diagram Required; Enclosures**

**Church or School**  
 No Special License may be issued on the premise of, or within 500 feet of a church or school without the applicant obtaining approval from the authorized representative of the church or school. (Part I, Section 6 of the application contains the approval space)

**Military Installation**  
 No Special License may be issued for locations on a military installation without the approval of the Armory Board of Control and the legislative body of the local governmental unit. Applicants who secure this approval must also agree to comply with all rules and regulations of the Department of Military Affairs, in addition to those of the MLCC.

**Diagram Required**  
 Applicants must provide a detailed diagram of the area to be licensed to both the MLCC and to the local law enforcement office (whose approval must be obtained in Part I, Section 9 of the Application for Special License). The diagram must show a clearly marked area for sales and consumption of alcoholic beverages. If the area is a park, mall, fairground, church grounds, arena, campus, parking lot, vacant lot, etc., have your diagram show the actual dimensions and indicate how you plan to prevent sales to minors and sales to visibly intoxicated persons.

**Licensed Location**  
 If the location where you are requesting a Special License is currently licensed, please submit a letter from the licensee stating the license will be placed in to escrow on (event date) while the Special License is in effect (due to the fact that the two licenses cannot be in operation simultaneously) OR a diagram showing the area where the license will temporarily drop space in a portion of the building on (event date) for the Special License organization, and a letter from the licensee requesting the drop space.

**License Fees**

**For Organizations established less than one year:** \$50.00 for each separate, consecutive day of the event. If the event is held on a Sunday, an additional \$7.50 Sunday Sales fee may be required.

**For Organizations established one year or more:** \$25.00 for each separate, consecutive day of the event. If the event is held on a Sunday, an additional \$3.75 Sunday Sales fee may be required.

**The fees must be paid by check, bank/postal money order (made payable to the "State of Michigan/MLCC" or by credit card, using the attached Credit Card Authorization Form LCC-3065.**

## Application Requirements

### (Part I)

This form is required for a Special License. The application must be signed by the President and Secretary of the organization, witnessed and notarized. The local police or sheriff (who has primary jurisdiction) must approve the Application for Special License before it is sent to the Commission for consideration. Please allow sufficient time for consideration of the application by the local law enforcement agency.

### Enclosures

Diagram - The MLCC must receive a diagram (described on the preceding page) with the application before it will be considered for approval.

### Sunday Sales

If the event is to be held on a Sunday and spirits are to be sold (or sales will commence prior to noon), you will need to verify that there are no local prohibitions; if there are, the permit will not be granted.

### Bond (Part II)

A 60-day acceptable bond is required with each application. This bond section is to be completed by a bonding/insurance company. Attach the original bond (with Power of Attorney form) to Part I of the application. The bonding company and applicant should both keep a copy. (The president or Secretary of the organization must also sign this bond)

### Local Legislative Body Approval (Part III)

If the event is to be held on a military installation, the legislative body of the governmental unit wherein the installation is located must also approve the application. Part IV of this application package must be completed and signed by the clerk.

### Disbursements of Profits

Only a nonprofit organization may apply for a Special License. All profits derived from the sale of alcoholic beverages must go to the organization itself and not to any individual, pursuant to R436.574.

If you are holding a fund-raiser for another organization, then a letter from that organization must be submitted with this application indicating that it will receive the proceeds. Within 15 days following the event, your organization must file with the Commission, an accounting statement showing receipts and other disbursements in connection with the event.

### Buying Alcoholic Beverages for Resale

All distilled spirits (whiskey, gin, vodka, etc.) must be purchased from a State of Michigan SDD licensee at the established retail price (no discounts).

Beer and wine must be purchased from either a State of Michigan SDM retail licensee or a licensed wholesaler.

### B.Y.O.B.

Do not allow B.Y.O.B. (Bring Your Own Bottle) at your event.

### Unlimited Quantity of Alcohol

Do not sell, offer to sell, or advertise the sale of unlimited quantity of alcoholic beverages at a **specific** price.

### Hours of Operation

Weekdays and Saturdays - Beer, wine, and spirits may be sold from 7:00 a.m. to 2:00 a.m. of the next day, provided that the sale of spirits is legal in the governmental unit where the license is desired.

Sundays - Legal hours of sale on Sundays are from 7:00 a.m. until 2:00 a.m. of the next day provided the sale of alcoholic beverages on Sunday is legal in the governmental unit and the appropriate form and fees are paid.

### Food Operation

Organizations that contract with other persons to operate a food business on the special licensed premises must provide a copy of the Concession/License Agreement for review and approval pursuant to R436.1433.

### Compliance with Liquor Control Code and Administrative Rules

Organizations receiving a Special License must comply with the laws of the State of Michigan and the rules of the MLCC regarding the sale, furnishing and consumption of alcoholic beverages. Organizations receiving a Special License are responsible for ensuring that all those who will be selling and serving alcoholic beverages are familiar with and will follow the state's liquor laws and rules of the Commission.

An applicant receiving a Special License shall comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules and ordinances as determined by the state and local law enforcement officials who have jurisdiction over the license, pursuant to R436.1003.



Michigan Department of Licensing and Regulatory Affairs  
 Liquor Control Commission (MLCC)  
 7150 Harris Drive, P.O. Box 30005 - Lansing, Michigan 48909-7505  
 Toll Free (866) 813-0011 • www.michigan.gov/lcc  
 Fax (517) 322-4955

**Part I**

**Application for Special License for Sale of Beer and Wine Only or Beer, Wine and Spirits for Consumption on the Premises**

1. Application for:  Wine Auction  Beer & Wine Only  Beer, Wine & Spirits

2. Has your organization received a license before?  Yes  No

3. Is your organization a non-profit entity?  Yes, in existence since (mm/dd/yy) 1824  No - You do not qualify

**4. Applicant Information - Contact must be at least 21 years of age to sign and receive a license.**

Name of applicant organization: Village of Dexter

Address of applicant organization: 8140 Main, Dexter, MI 48130

Contact name and phone number: Courtney Nicholls, 734-426-8303 x17

E-mail address and fax for contact: cnicholls@dextermi.gov, 734-426-5614

Date of meeting of the membership or board of directors which passed the resolution allowing the application for a special license to the MLCC: \_\_\_\_\_

*\*Your application for a Special License will not be considered if a copy of your resolution, or minutes from your meeting is not attached to this application.*

**\*\*Name and Address of where you would like the license sent (if different from above):**

\_\_\_\_\_

**5. Event Information:**

Event date(s) and the hours of operation for each: August 14, 2014 from 5 pm to 8 pm

Type of Event: Evening with the Artists, wine/cheese/dessert and painting sale

Location Name: Monument Park

Address of event: Baker/Main

This location is in the (city, incorporated village or township) of: Village of Dexter County of: Washtenaw

Will this event be held outdoors?  Yes  No *\*If yes, enclose a diagram that contains the dimensions of the area and how it will be contained, secured and maintained to prevent sales to minor and sales to visibly intoxicated persons.*

All applicants - We certify that all profits derived from the sale of beer, wine and/or spirits will go to the organization and not to any individual. We further certify that the statements made are true. We further agree to abide by all provisions of the Liquor Control Code and Administrative Rules; that any license issued by the Commission is a contract subject to suspension or revocation by the MLCC, that there shall be no liability on the part of the State of Michigan, the MLCC, or any of its officers or employees by reason of such suspension or revocation, and that the granting of the license does not create a vested right.

President (Print and sign name) \_\_\_\_\_

Home address and daytime phone \_\_\_\_\_

Witness (Print and sign name) \_\_\_\_\_

Notary name, signature and date \_\_\_\_\_

Notary public, State of Michigan, County of \_\_\_\_\_ My commission expires \_\_\_\_\_ Acting in the County of \_\_\_\_\_

Secretary (Print and sign name) \_\_\_\_\_

Home address and daytime phone \_\_\_\_\_

Witness (Print and sign name) \_\_\_\_\_

Notary name, signature and date \_\_\_\_\_

Notary public, State of Michigan, County of \_\_\_\_\_ My commission expires \_\_\_\_\_ Acting in the County of \_\_\_\_\_

**6. Church or School Approval:**

Is the proposed location within 500 feet of a church or school?  Yes  No \*If yes - the church or school officials must approve the application by completing the information contained in this section.

I, the authorized representative of the named church and/or school, state that we have no objection to the issuance of a special license to the applicant organization, at the location entered on the resolution.

Name of church and/or school: Washtenaw Intermediate School District

Name of clergyman or superintendent: Scott Menzel

Address of church and/or school: 7890 Ann Arbor, Dexter, MI 48130

Phone number and e-mail address: 734-994-8100 x1301; smenzel@wash.k12.mi.us

X *Scott A. Menzel* 5/13/14

Signature and date of the authorized church clergyman and/or school superintendent: (Attach additional sheets if necessary)

**7. Military Installation:**

Is the proposed location at a military installation or a facility operated by the military?  Yes  No

If you answered "yes," you must also complete and submit the local government resolution in Part IV of this application package.

Military Agreement Number: \_\_\_\_\_

We understand the granting of this license and operation under such license are subject to all regulations of the Department of Military Affairs, the provisions of the Liquor Control Code and MLCC Administrative Rules

**8. Sunday Sales:**

Will this event be held on a Sunday?  Yes  No

If you answered "yes," section 1113, being MCL 436.2113(2), requires that proceeds received from the sale of food and other goods and services will exceed 50% of the total gross receipts on your event date.

Will your event commence prior to noon?  Yes  No If yes, verify that your local unit of government allows early morning sales of alcohol

Will your event include the sale of spirits?  Yes  No If yes, verify that your local unit of government allows sales of spirits on Sundays

**9. Police Approval - The agency with primary jurisdiction in the local governmental unit where the event is held must complete this section:**

Approval is required of the chief of police or sheriff who has primary jurisdiction where the proposed special license is to be located. Provide a copy of your diagram to the police agency that has jurisdiction over the event.

Is the organization requesting a Sunday Sales Permit to be utilized in conjunction with this event?  Yes  No

Are there any county or local governmental prohibitions against the sale of beer wine and/or spirits for consumption on Sundays?  Yes  No

Is the proposed location within 500 feet of a church or school?  Yes  No \*Please enter the name and address of the church and/or school

Name of church and/or school: Washtenaw Intermediate School District

Name of clergyman or superintendent: Scott Menzel

Address of church and/or school: 7890 Ann Arbor, Dexter, MI 48130

Phone number and e-mail address: 734-994-8100 x1301; smenzel@wash.k12.mi.us

Attach additional sheets if necessary if there are multiple churches and/or schools located within 500 feet.

I certify that I have investigated the application of this organization for a Special License for the sale of beer and wine or beer, wine and spirits for consumption on the premises and approve the issuance of a license by the Michigan Liquor Control Commission.

Name of law enforcement agency Washtenaw County Sheriff

Name and title of approving officer (please print): \_\_\_\_\_

Signature and date of approving officer: \_\_\_\_\_

Phone number and e-mail of approving officer: \_\_\_\_\_



Michigan Department of Licensing and Regulatory Affairs  
 Liquor Control Commission (MLCC)  
 7150 Harris Drive, P.O. Box 30005 - Lansing, Michigan 48909-7505  
 (517) 322-1326 - toll free (866) 813-0011 - www.michigan.gov/lcc

**Certified Resolution of the Membership or Board of Directors Authorizing the Application for Special License**  
 (Authorized by R436.576)

At a \_\_\_\_\_ meeting of the \_\_\_\_\_  
 (regular or special) (membership or board of directors)  
 called to order by \_\_\_\_\_ on \_\_\_\_\_ at \_\_\_\_\_  
 (date) (time)  
 the following resolution was offered.  
 Moved by \_\_\_\_\_ and supported by \_\_\_\_\_  
 that the application from \_\_\_\_\_  
 (name of organization)  
 for a special license to serve alcohol on \_\_\_\_\_  
 (event date(s))  
 to be located at \_\_\_\_\_  
 be considered for \_\_\_\_\_  
 (approval or disapproval)

**Approval**

Yeas: \_\_\_\_\_  
 Nays: \_\_\_\_\_  
 Absent: \_\_\_\_\_

**Disapproval**

Yeas: \_\_\_\_\_  
 Nays: \_\_\_\_\_  
 Absent: \_\_\_\_\_

It is the consensus of this body that the application be \_\_\_\_\_ for issuance.  
 (recommended or not recommended)

I hereby certify that the foregoing is true and is a complete copy of a resolution offered and adopted by the \_\_\_\_\_  
 at a \_\_\_\_\_ meeting held on the \_\_\_\_\_  
 (regular or special) (date)

Name and title of authorized officer (please print): \_\_\_\_\_  
 Signature and date of authorized officer: \_\_\_\_\_  
 Phone number and e-mail of authorized officer: \_\_\_\_\_



Michigan Department of Licensing and Regulatory Affairs  
 Liquor Control Commission (MLCC)  
 7150 Harris Drive, P.O. Box 30005 - Lansing, Michigan 48909-7505  
 Toll Free (866) 813-0011 • [www.michigan.gov/lcc](http://www.michigan.gov/lcc)

**Bond of Special License for Sale of  
 Beer, Wine and Spirits for Consumption on the Premises**  
 (Authorized by MCL 436.1801(1)(b))

**PART II**

**\*\*\*NOTICE: Bonding Company must attach power of attorney to this form**

Bond No. 2149391

**Applicant Information**

Name of Organization:

Village of Dexter

Location name and address (street name, city/village/township, zip code and county) where event is to be held:

Monument Park, Corner of Main and Baker, Village of Dexter, MI, 48130, Washtenaw

Know all men by these presents, that the above applicant, as principal,

and West Bend Mutual Insurance Company

of 8401 Greenway Blvd, Suite 1100 street, city of Middleton State of Wisconsin

have been authorized to do business in the State of Michigan, as surety, are held and firmly bound unto the People of the State of Michigan in the sum of One Thousand (\$1,000.00) dollars, to the payment whereof, well and truly to be made we bind ourselves, our heirs, executors, administrators, successors and assigns, firmly by these presents.

**Sealed with our seals and dated this (date and year)** 05/12/2014

Now therefore the condition of this obligation is such that if the principal shall well and truly keep and perform all and singular the terms and conditions of this contract of license and/or permit and permits, and any modifications thereof, together with all and singular the obligations imposed by the Michigan Liquor Control Code of 1998, as amended, and will comply with all the rules and regulations promulgated by the Liquor Control Commission, and will pay all fines, costs and/or penalties that may be imposed upon him for violations of this Act and/or for violations of the rules and regulations promulgated by the Liquor Control Commission and

Conditioned further, that if the said principal will not directly or indirectly, by the principal, clerk, agent or servant of the principal at any time, sell, furnish, give or deliver any alcoholic liquor to a minor, nor to any adult person who is at the time visibly intoxicated, and that if the said principal will pay all actual damages that may be adjudged to any person or persons for injuries inflicted upon such person or persons either in person or in property of means of support or likewise, by reason of the said principal, selling, furnishing, giving or delivering any such alcoholic liquor, then this obligation shall be void; otherwise to remain in full force and effect.

And the obligors, for themselves, their heirs, executors, administrators, successors or assigns do further covenant and agree with the State of Michigan as follows:

**That this bond shall be in effect for a period commencing at 7:00 a.m. on (date):** 08/14/2014

if accepted by the Liquor Control Commission, and shall remain in full force and effect until 60 days after the date of receipt by the Michigan Liquor Control Commission at Lansing of the expired license, at which time it shall terminate as to all acts on the part of the principal subsequent to said date, excepting as may be set forth in this bond, or otherwise limited by law and the rules and regulations of the said Liquor Control Commission. If the effective date of the bond is not filled in, the date of execution shall be effective date of the bond.

That all rights and liabilities under this bond shall be governed, controlled and fixed by the terms thereof, and by the law and the regulations made pursuant thereto as the same now exists or may hereafter be modified, amended or supplemented.

**Witness our hands and seals this (date and year):** 05/12/2014

Signature of Officer of Special License Applicant \_\_\_\_\_

Printed (or typed) name of officer and title \_\_\_\_\_

Attorney-in-fact (print or type name) Kevin Steiner

Attorney-in-fact Signature *Kevin Steiner*

Name of Surety Company West Bend Mutual Insurance Company

Address and phone of Surety Company 8401 Greenway Blvd, Middleton, WI 53562, (800) 760-9250





Bond No. 2149391

### Power of Attorney

This Power of Attorney is granted and is signed and sealed by facsimile under and by the authority of the following Resolution adopted by the Board of Directors of West Bend Mutual Insurance Company at a meeting duly called and held on the 21st day of December, 1999.

*Appointment of Attorney-In-Fact. The president or any vice president, or any other officer of West Bend Mutual Insurance Company may appoint by written certificate Attorneys-In-Fact to act on behalf of the company in the execution of and attesting of bonds and undertakings and other written obligatory instruments of like nature. The signature of any officer authorized hereby and the corporate seal may be affixed by facsimile to any such power of attorney or to any certificate relating therefore and any such power of attorney or certificate bearing such facsimile signatures or facsimile seal shall be valid and binding upon the company, and any such power so executed and certified by facsimile signatures and facsimile seal shall be valid and binding upon the company in the future with respect to any bond or undertaking or other writing obligatory in nature to which it is attached. Any such appointment may be revoked, for cause, or without cause, by any said officer at any time.*

In witness whereof, the West Bend Mutual Insurance Company has caused these presents to be signed by its president undersigned and its corporate seal to be hereto duly attested by its secretary this 1st day of March, 2009.

Attest

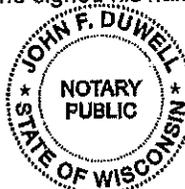
James J. Palty  
James J. Palty  
Secretary



Kevin A. Steiner  
Kevin A. Steiner  
Chief Executive Officer / President

State of Wisconsin  
County of Washington

On the 1st day of March, 2009 before me personally came Kevin A. Steiner, to me known being by duly sworn, did depose and say that he resides in the County of Washington, State of Wisconsin; that he is the President of West Bend Mutual Insurance Company, the corporation described in and which executed the above instrument; that he knows the seal of the said corporation; that the seal affixed to said instrument is such corporate seal; that it was so affixed by order of the board of directors of said corporation and that he signed his name thereto by like order.



John F. Duwell  
John F. Duwell  
Executive Vice President - Chief Legal Officer  
Notary Public, Washington Co. WI  
My Commission is Permanent

The undersigned, duly elected to the office stated below, now the incumbent in West Bend Mutual Insurance Company, a Wisconsin corporation authorized to make this certificate, Do Hereby Certify that the foregoing attached Power of Attorney remains in full force effect and has not been revoked and that the Resolution of the Board of Directors, set forth in the Power of Attorney is now in force.

Signed and sealed at West Bend, Wisconsin this 12th day of May, 2014



Dale J. Kent  
Dale J. Kent  
Executive Vice President -  
Chief Financial Officer

**Notice:** Any questions concerning this Power of Attorney may be directed to the Bond Manager at NSI, a division of West Bend Mutual Insurance Company.



Michigan Department of Licensing and Regulatory Affairs  
Michigan Liquor Control Commission (MLCC)  
7150 Harris Drive, P.O. Box 30005 - Lansing, Michigan 48909-7505  
(517) 322-1326 toll free (866) 813-0011 [www.michigan.gov/lcc](http://www.michigan.gov/lcc)

**Notice to Special Licensees**  
(Authorized by Act 58, P.A. of 1998)

Like any other licensee of the MLCC, Special Licensees are responsible for following the Liquor Control Code and the MLCC Administrative Rules. Organizations any persons who are running the events should take time to familiarize themselves with the rules that govern the sale of alcoholic beverages. Failure to comply may lead to steep fines and penalties as well as causing dangerous situations to develop.

The following is a synopsis of some important laws and rules. The list is not all inclusive but it will assist you in maintaining a legal and successful operation at your event. Do not take a chance on violating the law or rules. If in doubt about the legality of any activity or function for your event, call your local police department or the closest Liquor Control District Enforcement office (located in Southfield, Lansing, Grand Rapids and Escanaba).

Questions can also be answered at the MLCC Special License unit at (517) 322-1326. You may purchase a copy of the Liquor Control Code and MLCC Administrative Rules by submitting to the address printed above, a check or money order for \$15.00 made payable to the State of Michigan/MLCC. The Code and Rules are also available for download from the MLCC web site at [www.michigan.gov/lcc](http://www.michigan.gov/lcc).

**Purchases**

All your alcoholic beverages must be purchased from an MLCC licensee. Do NOT permit BYOB (bring your own bottle) at your event. Do not sell, offer to sell or advertise an unlimited quantity of alcoholic beverages for a single price.

**Profits**

Do not permit any person, organization or business entity, other than the licensee, to receive any profit or loss from the sale of alcoholic beverages.

**Gambling/Contests**

Do not allow gambling other than that which is legal under the state lottery laws. You must obtain a license for legalized gambling from the State Lottery Commission. Ensure that any contests are of a legal nature, and they do not violate any state laws.

**Minors**

Do not allow anyone who is less than 21 years old to purchase or consume alcoholic beverages. Ask for identification and examine it closely. Employment of a minor under the age of 18 must be in accordance with the Youth Employments Standards Act of June 1, 1978, being MCL436.1707.

**Intoxication**

Always watch for signs of intoxication and limit sales. **Do no allow anyone who is intoxicated to purchase or consume alcoholic beverages**, or to loiter or congregate on the licensed premises.

**Legal Hours**

Do not sell alcohol other than beer or wine, on Sundays, unless you have been licensed by the Commission to do so. Do not **sell** any alcohol between 2:00 a.m. and 7:00 a.m. weekdays and 2:00 a.m. and 7:00 a.m. on Sundays. Do not allow consumption of alcohol between 2:30 a.m. and 7:00 a.m. on weekdays and 2:30 a.m. and 7:00 a.m. on Sundays. Do not sell alcoholic beverages between 11:59 p.m. on December 24 and 12:00 Noon on December 25.

**Licensed Premises**

It is your responsibility to control and properly police the area where the alcoholic beverages are being sold and consumed. Do not permit persons to carry their alcoholic beverages outside the area approved for consumption. If your event is near a residential area, make sure your guests do not disturb or intrude on your neighbor's property.

**Other Rules**

It is your responsibility to comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules and ordinances as determined by the state and local law enforcement officials who have jurisdiction over the licensee, pursuant to MAC 436.1003.

**Cooperation**

It is your responsibility to cooperate with all law enforcement officers. Do not allow within or upon the licensed premises any illegal occupation or illegal act.

**Remember:**

- All codes and rules which apply to a regular licensee of the commission who sells alcoholic beverages for consumption on the premise also apply to a special one-day licensee.
- Violations of any of the Codes and MLCC Administrative Rules, or any other regulations governing the sale of alcoholic beverages for consumption on the premises or the provisions of the liquor control code may result in a stop being placed against your organization for issuance of any additional special licenses.

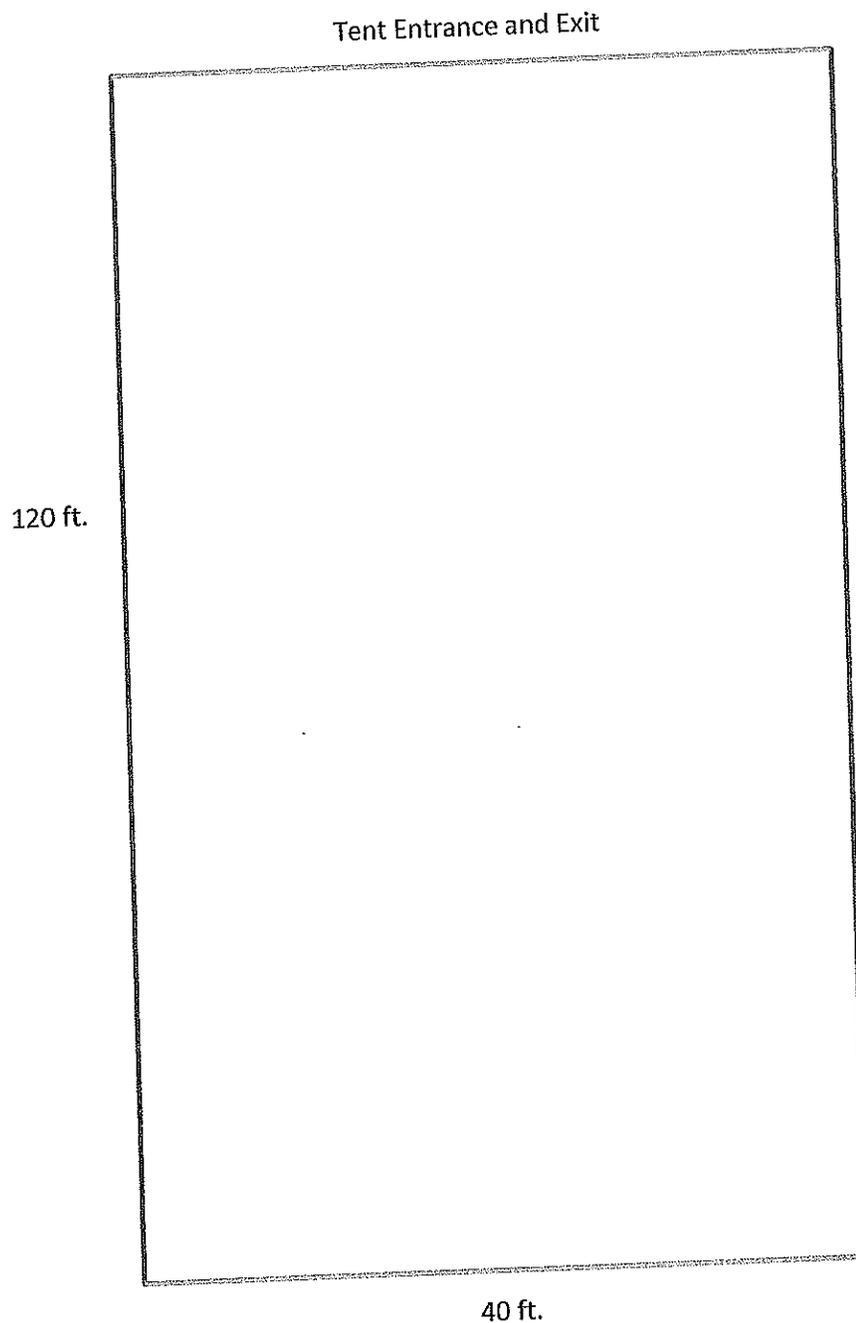
**PLEASE KEEP THIS NOTICE AND POST IT WITH YOUR LICENSE ON THE PREMISES DURING THE HOURS OF OPERATION**

# 2014 Paint Dexter Plein Air Festival – Evening with the Artists

This is a ticketed event for adults 21 and over.

Each guest will receive two glasses of wine.

The area where alcohol will be consumed is under a canopy tent and surrounded by a fence.





AGENDA 5-27-14

MEMO L-4  
cnicholls@villageofdexter.org

## 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 16, 2014**  
**Re: Defined Contribution**

In the recently negotiated contract it was decided that the employee contribution for the Defined Contribution Program will be increased from 5% to 6% and the employer contribution will be increased from 2.5% to 4%.

To make this change Council is required to act on an updated MERS Defined Contribution Plan Adoption Agreement. The only portions of the application that are required to be filled out are those that have changed since the original agreement. A copy of the updated agreement and original agreement are included for your review.

Please take action to adopt the updated agreement, which will be effective June 1, 2014.



# MERS Defined Contribution Plan Adoption Agreement



1134 Municipal Way Lansing, MI 48917 | 800.767.MERS (6377) | Fax 517.703.9711

www.mersofmichigan.com

The Employer, a participating municipality or court within the state of Michigan that has adopted MERS coverage, hereby establishes the following Defined Contribution Plan provided by the Municipal Employees' Retirement System of Michigan, as authorized by 1996 PA 220 in accordance with the MERS Plan Document.

**I. Employer Name** Village of Dexter **Municipality #:** 8217

If new to MERS, please provide your municipality's fiscal year: \_\_\_\_\_ through \_\_\_\_\_  
(Month) (Month)

## II. Effective Date

Check one:

A.  If this is the **initial** Adoption Agreement for this group, the effective date shall be the first day of \_\_\_\_\_, 20\_\_.

- This municipality or division is new to MERS, so vesting credit prior to the **initial** MERS effective date by each eligible participant shall be credited as follows (choose one):
  - Vesting credit from date of hire
  - No vesting credit
- This division is currently in the MERS Defined Benefit Plan or Hybrid Plan and meets the applicable funding level requirements to adopt MERS Defined Contribution, as set forth in Plan Document Section 43C. Unless otherwise specified, the standard transfer/rehire rules will apply.
  - \* Closing this division will change future invoices to a flat dollar amount instead of a percentage of payroll, as provided in your most recent annual actuarial valuation. (The amount may be adjusted for any benefit modifications that may have taken place since then.)**
    - This division is for new hires, rehires, and transfers of current Defined Benefit division # \_\_\_\_\_ and/or current Hybrid division # \_\_\_\_\_
    - We elect to offer a one-time conversion from the existing plan into the new MERS Defined Contribution Plan (see attached MERS Defined Contribution Conversion Addendum incorporated herein by reference).

### Review the projection study results

MERS recommends that your MERS representative presents the projection study results to your municipality before adopting MERS Defined Contribution.

- Our MERS representative presented and explained the projection study results to the \_\_\_\_\_ on \_\_\_\_\_  
(ex. Board, Finance Committee, etc.) (MM/DD/YYYY)
- As an authorized representative of this municipality, I \_\_\_\_\_ (Name)  
\_\_\_\_\_ (Title) waive the right for a presentation of the projection study results.

### Amortization option election

After review of the *Amended Amortization Policy for Closed Divisions Within Open Municipalities*, which offers two options for amortization of Unfunded Accrued Liability, effective with the adoption of Defined Contribution for the divisions listed above, our municipality selects:

- Option A amortization
- Option B amortization (irrevocable once selected)

# MERS Defined Contribution Plan Adoption Agreement

B.  If this is an **amendment** of an existing Adoption Agreement (Defined Contribution division number 1), the effective date shall be the first day of June, 2014.  
*Please note: You only need to mark **changes** to your plan throughout the remainder of this Agreement.*

C.  If this is to **separate employees from an existing Defined Contribution division** (existing division number(s) \_\_\_\_\_) into a new division, the effective date shall be the first day of \_\_\_\_\_, 20\_\_\_\_.

D.  If this is to **merge division(s)** \_\_\_\_\_ into division(s) \_\_\_\_\_, the effective date shall be the first of \_\_\_\_\_, 20\_\_\_\_.

### III. Eligible Employees

Only those Employees eligible for MERS membership may participate in the MERS Defined Contribution Plan. A copy of ALL employee enrollment forms must be submitted to MERS. The following groups of employees are eligible to participate:

\_\_\_\_\_  
(Name of Defined Contribution division – e.g. All Full Time Employees, or General After 7/01/13)

These employees are (check one or both):

- In a collective bargaining unit (attach cover page, retirement section, and signature page)
- Subject to the same personnel policy

To further define eligibility, (check all that apply):

- Probationary periods** are allowed in one-month increments, no longer than 12 months. During this introductory period the Employer will not report or make contributions for this period, including retroactively. Service will begin after the probationary period has been satisfied.

The probationary period will be \_\_\_\_\_ month(s).

- Temporary employees** in a position normally requiring less than a total of 12 whole months of work in the position may be *excluded* from membership. These employees must be notified in writing by the participating municipality that they are excluded from membership within 10 business days of date of hire or execution of this Agreement.

The temporary exclusion period will be \_\_\_\_\_ month(s).

### IV. Provisions

1. Vesting (Check one):

- Immediate
- Cliff Vesting (fully vested after below number years of service)
  - 1 year     2 years     3 years     4 years     5 years
- Graded Vesting
  - \_\_\_\_\_ % after 1 year of service
  - \_\_\_\_\_ % after 2 years of service
  - \_\_\_\_\_ % after 3 years of service (min 25%)
  - \_\_\_\_\_ % after 4 years of service (min 50%)
  - \_\_\_\_\_ % after 5 years of service (min 75%)
  - \_\_\_\_\_ % after 6 years of service (min 100%)

# MERS Defined Contribution Plan Adoption Agreement

In the event of disability or death, a participant's (or his/her beneficiary's) entire employer contribution account shall be 100% vested, to the extent that the balance of such account has not previously been forfeited.

Normal Retirement Age (presumed to be age 60 unless otherwise specified) \_\_\_\_\_

*If an employee is still employed with the municipality at the age specified here, their entire employer contribution will become 100% vested regardless of years of service.*

## 2. Contributions

a. Will be remitted (check one):

Weekly                       Bi-Weekly                       Monthly

b. Employee/Employer contribution structure (subject to limitations of Section 415(c) of the Internal Revenue Code)

	Enter % or \$ for contribution amounts					
Employee Contribution	6%					
Employer Contribution	4%					

Direct mandatory employee contributions as pre-tax

c. Voluntary employee contributions may be made after-tax, subject to the Section 415(c) limitations of the Internal Revenue Code

## 3. Compensation *includable* wages, up to the 401(a)(17) limits published every year by the IRS are:

- Wages as reported on box 5 of the employees W2. This includes bonuses, sick/vacation time payments, back pay, and compensation that would have been earned while an employee was in qualified military service, and contributions to plans like 457 deferred compensation plans.

– Plus –

- Any amounts contributed to a 125 cafeteria plan, Health Care Savings Program, simplified employee pension, simple retirement account and a 457 deferred compensation plan.

*Note: Items excluded from compensation include items such as taxable meal reimbursements; taxable group term life; clothing, food, or gun allowances*

4. **Loans:**  shall be permitted                       shall not be permitted

If Loans are elected, please complete and attach the *MERS Defined Contribution Loan Addendum*.

5. Rollovers from qualified plans are permitted and the plan will account separately for pre-tax and post-tax contributions and earnings thereon.

## V. Appointing MERS as the Plan Administrator

The Employer hereby agrees to the provisions of this *MERS Defined Contribution Plan Adoption Agreement* and appoints MERS as the Plan Administrator pursuant to the terms and conditions of the Plan. The Employer also agrees that in the event any conflict between MERS Plan Document and the MERS Defined Contribution Plan, the provisions of the Plan Document control.

## VI. Modification of the terms of the Adoption Agreement

If the Employer desires to amend any of its elections contained in this Adoption Agreement, including attachments, the Governing Body or Chief Judge, by resolution or official action accepted by MERS, must adopt a new Adoption Agreement. The amendment of the new Agreement is not effective until approved by MERS.

# MERS Defined Contribution Plan Adoption Agreement

## VII. Enforcement

1. The Employer acknowledges that the Michigan Constitution of 1963, Article 9, Section 24, provides that accrued financial benefits arising under a public Employer's retirement plan are a contractual obligation of the Employer that may not be diminished or impaired.
2. The Employer agrees that, pursuant to the Michigan Constitution, its obligations to pay required contributions are contractual obligations to its employees and to MERS and may be enforced in a court of competent jurisdiction;
3. The Employer acknowledges that employee contributions (if any) and employer contributions must be submitted in accordance with the MERS Enforcement Procedure for Prompt Reporting and Payment, the terms of which are incorporated herein by reference;
4. The Employer acknowledges that late or missed contributions will be required to be made up, including any applicable gains, pursuant to the Internal Revenue Code;
5. Should the Employer fail to make its required contribution(s) when due, MERS may implement any applicable interest charges and penalties pursuant to the MERS Enforcement Procedure for Prompt Reporting and Payment and Plan Document Section 45A(3), and take any appropriate legal action, including but not limited to filing a lawsuit and reporting the entity to the Treasurer of the State of Michigan in accordance with MCL 141.1544(d), Section 44 of PA 436 of 2012, as may be amended.
6. It is expressly agreed and understood as an integral and non-severable part of this Agreement that Section 43B of the Plan Document shall not apply to this Agreement and its administration or interpretation. In the event any alteration of the terms or conditions of this Agreement is made or occurs, under Section 43B or other plan provision or law, MERS and the Retirement Board, as sole trustee and fiduciary of the MERS plan and its trust reserves, and whose authority is non-delegable, shall have no obligation or duty to administer (or to have administered) the MERS Defined Contribution Plan, to authorize the transfer of any defined benefit assets to the MERS Defined Contribution Plan, or to continue administration by MERS or any third-party administrator of the MERS Defined Contribution Plan.

## VIII. Execution

### Authorized Designee of Governing Body of Municipality or Chief Judge of Court

The foregoing Adoption Agreement is hereby approved by \_\_\_\_\_ on  
the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_. (Name of Approving Employer)

Authorized signature: \_\_\_\_\_

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

Witness signature: \_\_\_\_\_

### Received and Approved by the Municipal Employees' Retirement System of Michigan

Dated: \_\_\_\_\_, 20\_\_\_\_ Signature: \_\_\_\_\_  
(Authorized MERS Signatory)

ORIGINAL



# MERS Restated Defined Contribution Plan Adoption Agreement

1184 Municipal Way Lansing, MI 48917 | 800.767.2308 | Fax 517.703.9711 [www.mersomich.com](http://www.mersomich.com)

The Employer, a participating municipality or participating court ("court") within the State of Michigan that has adopted MERS coverage, hereby establishes the following MERS Benefit Program: **Defined Contribution under MERS Plan Document ("MERS Defined Contribution Plan")** as authorized by Section 19A of the Municipal Employees' Retirement System of Michigan Plan Document. All references to "Plan Document" are to sections of the MERS Plan Document; any reference to "Plan," the "MERS Plan," "Plan Participant," "Participant," or "Program," shall mean the MERS Defined Contribution Plan, unless otherwise specified. This Adoption Agreement, together with Section 19A of the MERS Plan Document and the MERS Restated Uniform Defined Contribution Program Resolution ("Resolution"), constitute the entire MERS Benefit Program Defined Contribution Plan Document.

I. EMPLOYER: Village of Dexter \_\_\_\_\_  
Name of municipality or court

## II. EFFECTIVE DATE

1. If this is the initial Adoption Agreement relating to the MERS Defined Contribution Plan for this Division, the Effective Date of the Benefit Program here adopted shall be the first day of:  
March 1, 2011  
Month and Year
2. If this is an amendment and restatement of an existing adoption agreement relating to the MERS Defined Contribution Plan for this Division, the effective date of this amendment and restatement shall be the first day of: \_\_\_\_\_  
Month and Year  
intended to replace and serve as an amendment and restatement of the Employer's preexisting plan, which was originally effective on the first day of: \_\_\_\_\_  
Month and Year

## III. ELIGIBILITY REQUIREMENTS

Only those Employees eligible for MERS Membership (Section 3 of the MERS Plan Document) shall be eligible to participate in the MERS Defined Contribution Plan. A copy of ALL employee enrollment forms must be submitted to MERS. The following group(s) of Employees are eligible to participate in the Plan:

All Employees - General (01)  
\_\_\_\_\_  
\_\_\_\_\_  
Specify employee classification and division numbers

# MERS Restated Defined Contribution Plan Adoption Agreement

## IV. CONTRIBUTION PROVISIONS

1. The Employer shall contribute on behalf of each Participant 2.5 % of Earnings or \$ \_\_\_\_\_ for the calendar year (subject to the limitations of Sections 415(c) of the Internal Revenue Code).
2. Each Participant is required to contribute 5 % of Earnings for the calendar year as a condition of participation in the Plan. (Write "0" if no contribution is required.) \*If other contribution options are provided, please list on separate sheet of paper and attach to Adoption Agreement.

If Employee contributions are required, an Employee shall not have the right to discontinue or vary the rate of such contributions after becoming a Plan Participant.

The Employer hereby elects to "pick up" the Mandatory/Required Employee contribution. The "pick-up" provision allows the employer to direct mandatory employee contributions to be pre-tax.

Yes

No

**[Note to Employer:** Picked up contributions are excludable from the Employee's gross income under Section 414(h)(2) of the Internal Revenue Code of 1986 only if they meet the requirements of Rev. Rul. 2006-43, 2006-35 I.R.B. 329. Those requirements are (1) that the Employer must specify that the contributions, although designated as Employee contributions, are being paid by the Employer in lieu of contributions by the Employee; and (2) the Employee must not have the option of receiving the contributed amounts directly instead of having them paid by the Employer to the Plan. The execution of this Adoption Agreement by the Employer shall constitute the official action required by Revenue Ruling 2006-43.]

3. Each Employee may make a voluntary (unmatched), after-tax contribution, subject to the limitations of Section 415 of the Internal Revenue Code.
4. Employer contributions and Employee contributions shall be contributed to the Trust in accordance with the following payment schedule:

Weekly

Bi-weekly

Monthly

## V. EARNINGS

Earnings shall be defined as "compensation" under Section 2A(6) of the MERS Plan Document, being the Medicare taxable wages reported on the Employee's W-2 statement.

# MERS Restated Defined Contribution Plan Adoption Agreement

## VI. VESTING PROVISION FOR EMPLOYER CONTRIBUTIONS AND NORMAL RETIREMENT AGE

The Employer hereby specifies the following vesting schedule (choose one):

- Immediate Vesting upon Participation
- Cliff Vesting: The participant is 100% vested upon a stated number of years. Stated year may not exceed maximum 5 years of service:
- Stated Year:       1    2    3    4    5
- Graded Vesting Percentage per year of service: Employers can select the percentage of vesting with the corresponding years of service, however the scale cannot exceed a maximum of six years of service to reach 100% vesting, nor less than the stated minimums below:
- \_\_\_\_\_ % after 1 year of service.  
\_\_\_\_\_ % after 2 years of service.  
\_\_\_\_\_ % (not less than 25%) after 3 years of service.  
\_\_\_\_\_ % (not less than 50%) after 4 years of service.  
\_\_\_\_\_ % (not less than 75%) after 5 years of service.  
100 % (not less than 100%) after 6 years of service.

Notwithstanding the above, a member shall be vested in his/her entire employer contribution account, to the extent that the balance of such account has not previously been forfeited, if he/she is employed on or after his/her Normal Retirement Age. "Normal Retirement Age" shall be presumed to be age 60 (unless a different normal retirement age is here specified: \_\_\_\_\_).

In addition, notwithstanding the above, in the event of disability or death, a member or his/her beneficiary shall be vested in his/her entire employer contribution account, to the extent that the balance of such account has not previously been forfeited as described in Section 19A(7) of the MERS Plan Document.

- VII. Loans (not more than two) are permitted under the Program. MERS recommendation is "No," not to allow loans: loans permit your employees to borrow against their retirement account.

Yes                       No

- VIII. The Plan will accept an eligible rollover distribution from an eligible retirement plan described in Section 401(a)(including "401(k)") or 403(a) of the Code, an annuity contract described in Section 403(b) of the Code, an eligible deferred compensation plan described in Section 457(b) of the Code maintained by a state, political subdivision of a state, or any agency or instrumentality of a state or political subdivision of a state, or an individual retirement account or annuity described in Section 408(a) or 408(b) of the Code, including after-tax employee contributions, as applicable. The Plan will account separately for pre-tax and post-tax contributions and earnings thereon.

# MERS Restated Defined Contribution Plan Adoption Agreement

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- IX. The Employer hereby agrees to the provisions of the MERS Uniform Defined Contribution Plan and agrees that in the event of any conflict between MERS Plan Document Section 19A and the MERS Defined Contribution Plan, the provisions of Section 19A shall control.
- X. The Employer hereby appoints MERS as the Plan Administrator pursuant to the terms and conditions of the Plan.
- XI. The Employer hereby agrees to the provisions of the Plan.
- XII. The Employer hereby acknowledges it understands that failure to properly fill out this Adoption Agreement may result in the ineligibility of the Plan in the MERS Benefit Program Defined Contribution.

In Witness Whereof, the Employer hereby causes this Agreement to be executed on this 13th day of June, 2011.

Employer: Village of Dexter

By: Carole J. Jones

Title: Village Clerk

Attest: Candace Nichols, Assistant Village Manager

AGENDA 5-27-14

ITEM L-5 [cnicholls@dextermi.gov](mailto:cnicholls@dextermi.gov)

# VILLAGE OF DEXTER

8140 Main Street Dexter, MI 48130-1092

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

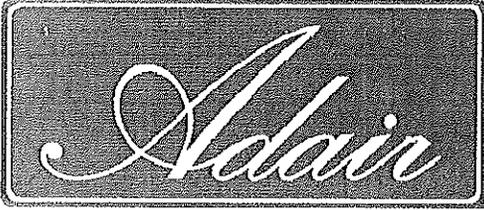
## MEMO

**To: President Keough and Council Members**  
**From: Courtney Nicholls, Assistant Village Manager**  
**Date: May 19, 2014**  
**Re: Industrial Development District Request**

The Village received a request from Adair Printing, 7850 Second, to establish an Industrial Development District over their property. The last time the Village considered an Industrial Development District request, the current and future land use maps were requested. Those have been included for Council's review. The District could be created to include Elastizell at 7900 Second and the vacant piece of property next to Adair.

The process requires a public hearing and notification of the property owners in the district by certified mail as well as notification of the taxing jurisdictions.

If Council would like to consider establishing the district, please set a public hearing for June 23, 2014.



Graphic Communications

May 19, 2014

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

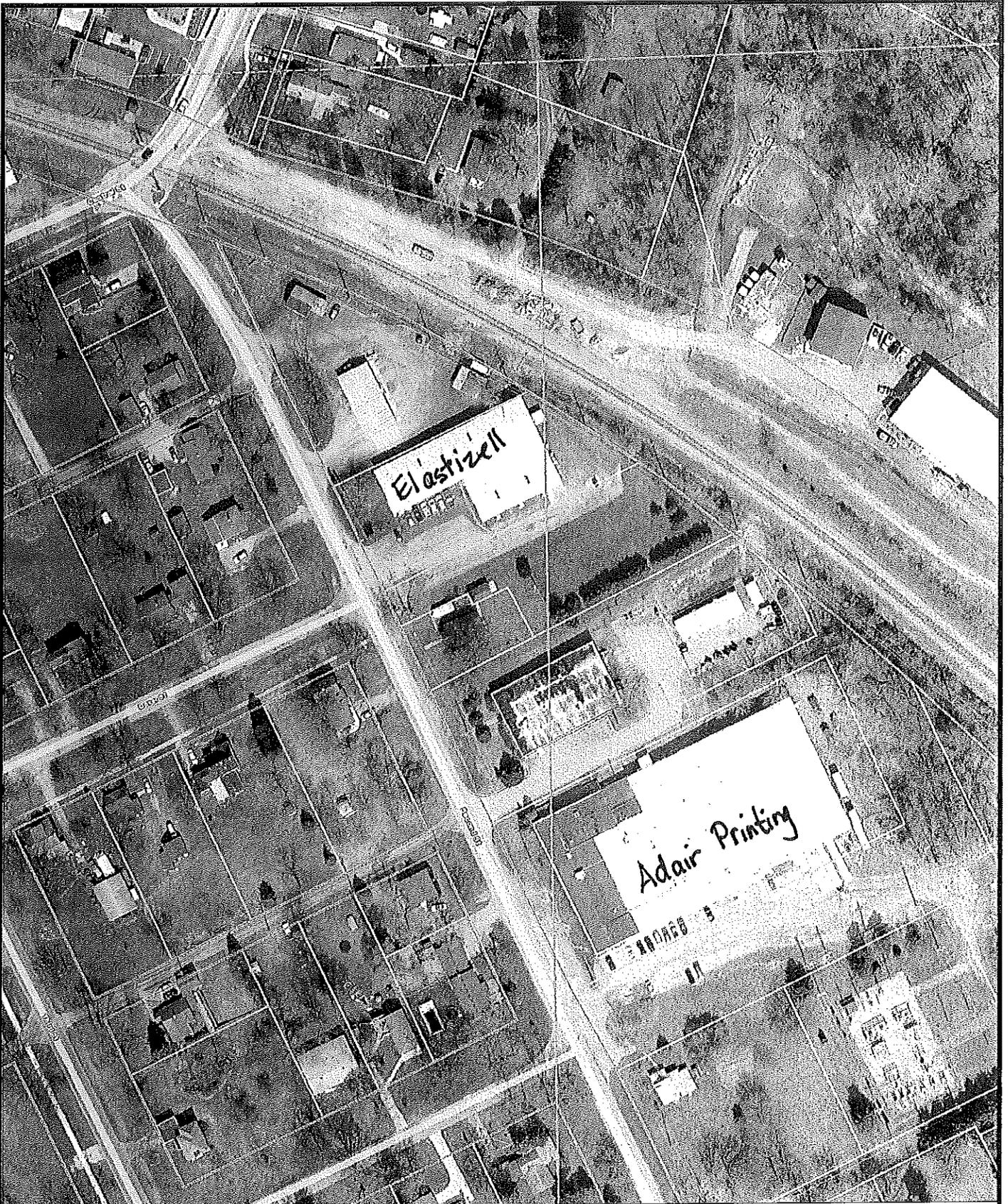
Dear Carol,

Adair Printing Company, Inc. respectfully requests the Village of Dexter to establish an Industrial Development District for our property located at 7850 Second Street, parcel number HD-08-05-230-007. The legal description is as follows:

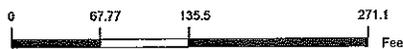
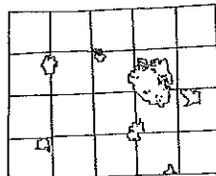
LOTS 5-8, INC. BLK 12, ORIGINAL PLAT, VILLAGE OF DEXTER, PT NW ¼ SEC 5, T2S-R5E.

Thank You

Dennis M. Adair  
President  
Adair Printing Company, Inc.



**Second Street IDD**



5/15/2014



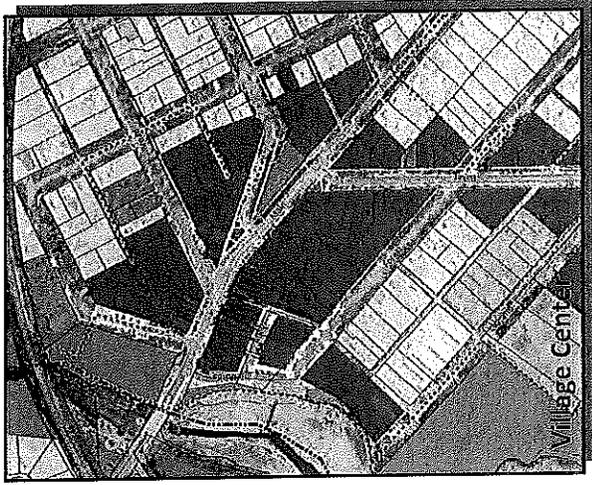
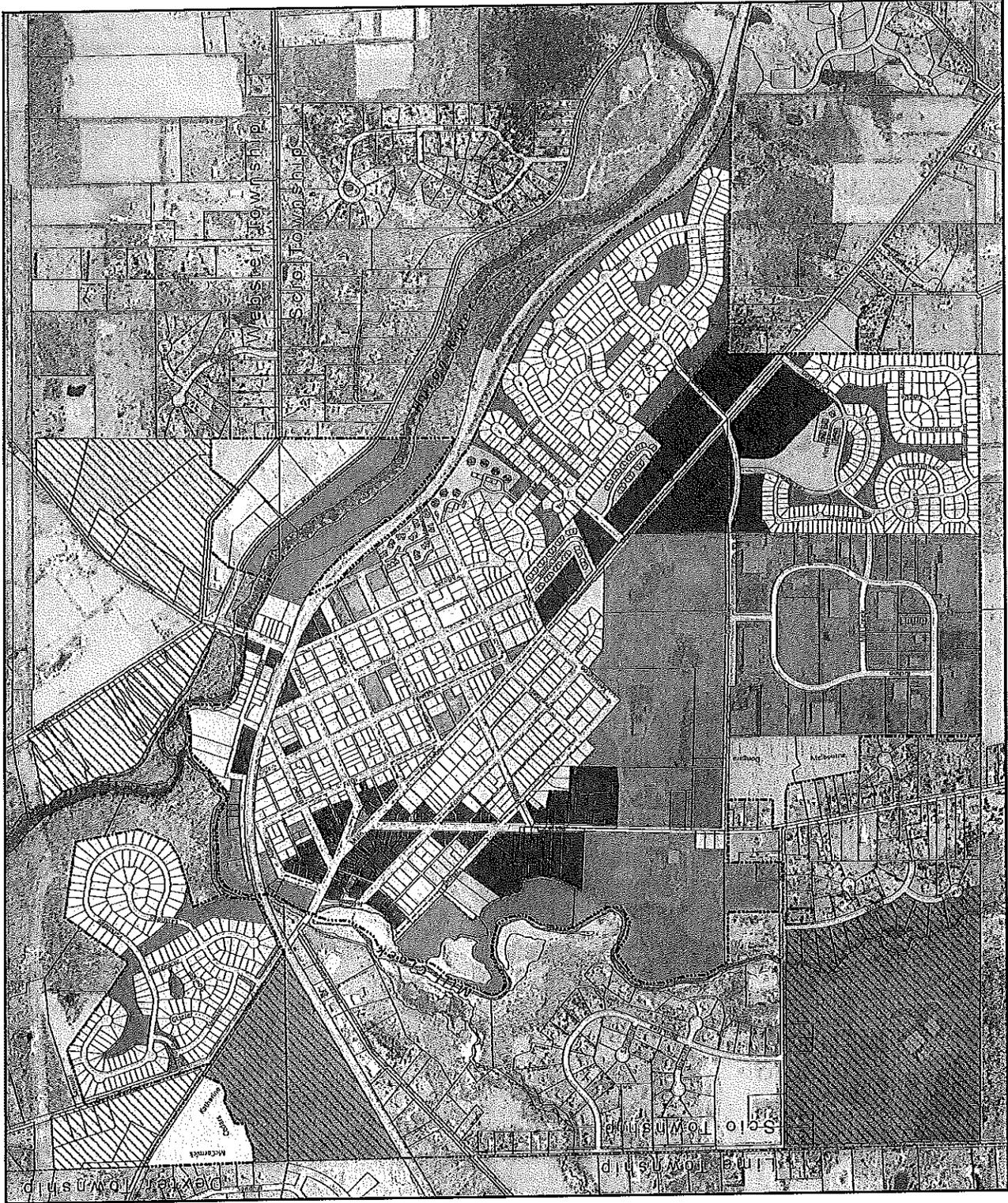
NOTE: Parcels may not be to scale.

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

© 2013 Washtenaw County

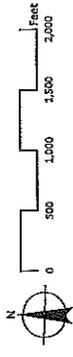
THIS MAP REPRESENTS PARCELS AT THE TIME OF PRINTING. THE OFFICIAL PARCEL TAX MAPS ARE MAINTAINED SOLELY BY THE WASHTENAW COUNTY EQUALIZATION DEPARTMENT AND CAN BE OBTAINED BY CONTACTING THAT OFFICE AT 734-232-6862.





- |   |  |   |                       |
|---|--|---|-----------------------|
|    | Low Density Residential                |    | Light Industrial      |
|    | Village Residential                    |    | Research Development  |
|    | Multi Family Residential               |    | Public/Semi-Public    |
|    | Mixed Use                              |   | Open Space/Recreation |
|  | Village Commercial                     |  | DDA boundary          |
|  | Area under Property Transfer Agreement |  | Village Limits        |

Figure 6  
**FUTURE LAND USE**  
 Village of Dexter  
 Washtenaw County, Michigan



Source: Washtenaw County Data  
 7-9-2012  
 Carlisle/Wortman Associates, Inc.  
 Ann Arbor, Michigan





5-27-14  
ITEM L-6

**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: Staff- Courtney, Dan, Michelle, Marie and Donna**  
**Date: May 27, 2014**  
**Re: 2014-2015 Sewer Fund**

Following the May 13, 2014 work session President Keough submitted some additional questions in bold below regarding the sewer fund. Those questions and staff's responses are provided below.

Revenue projections for 2014-15 and 2015-16 proposed budgets were adjusted to reflect additional water and sewer revenue data made available due to the Water reads being completed the week of May 12. We now have billing information for five of the six billing cycles. The estimates that were in the previous draft budget were higher than what we saw in actual numbers, so the projected FY 13-14 and FY 14-15 as well as 15-16 budget numbers have been revised to reflect that.

Attached to this Sewer Fund memo is a memo from Marie Sherry summarizing two Technology Budget Requests. Staff is requesting that the two items be added to the proposed 2014-2015 budget.

**At the April 30<sup>th</sup> budget workshop, I asked several questions about the sewer fund. I think I asked the following questions as we were paging through the budget the first time, although not necessarily in this order:**

- **I asked if we should be concerned about the assumption of the use of tap fees (\$175,000) as a revenue source for both the sewer and water fund, but I was focused on the sewer fund because it appears to that we are not covering our operational expenses with the user fees. Marie also recently mentioned to me that this is a concern of hers. As you know, I am concerned about the rising cost of our operational expenses in our sewer fund. As part of our goal setting sessions this year and last year, I had asked if we could review what we are doing and see if there are any ways to minimize the increases that we are asking our residents to pay. We established a goal that is similar to what I was looking for in this year's goals and objectives.**
- **As part of the above tap fee question, I had asked if I could see the Dextech Tap Fee calculation. I see that they have chosen to spread out their payment, but it is unclear to me what their total payment is and how it was calculated.**
  - Dextech will be required to pay their first installment prior to receiving final zoning compliance for their addition. This will occur sometime during the first quarter of our fiscal year 2014-15, with the second and third installment occurring on the anniversary of the first installment.

**DEXTECH EXPANSION 2013/2014 confirm connection charge is on final site plan**

Additional Distribution Center charges	2.72 OHM Patrick Droze calculated REU	\$21,760.00	\$41,813.00
Additional Manufacturing charges	12.96	\$103,680.00	\$41,813.00
	Total Due	\$125,440.00	\$41,813.00
			\$125,439

- **I had asked how many tap fees we thought we had left in the Village?**
  - Michelle continues to update this list as she receives information from the builders. Tap fees are collected before an application for final zoning compliance is approved. When a vacant lot is sold and depending on the builder's cash flow as well as the buyers desired close date, the house can take anywhere from 6-months to a 1-year to construct based on what we've seen in our records. Therefore, when a vacant lot is sold, it can take up to a year before tap fees are collected. This is to provide a timing reference, that the fiscal year tap fee revenue projected into our fiscal year budget will be our best estimation. However, the \$776,000 provides a good reference based on the question above.

Development	Builder	# vacant units/lots	#REU's	Cost/REU	Anticipated Taps Fees
Victoria Condos	Deputy Homes	44	44	\$8,000.00	\$352,000.00
Dexter Crossing	Various	5	5	\$8,000.00	\$40,000.00
Dexter Crossing (Ph 6-8)	Peters Bldg	31	31	\$8,000.00	\$248,000.00
West Ridge	Various	17	17	\$8,000.00	\$136,000.00
<b>Total Anticipated Residential Tap Fees:</b>					<b>\$776,000.000</b>

- **I had asked about the note on the salary line, specifically about the new hire (75% in the note vs. 50% on the salary breakdown that was previously provided) salary. I am concerned about the increased cost in our sewer fund. The new employee now appears to be shown as 75% in the sewer fund versus 50% from the first budget work session.**
  - The salary spreadsheet showing the new employee at 50%/50% was a mistake, the note in the budget was correct. The new employee is expected to spend a majority of time in the sewer department. In previous budgets Tim Stewart was budgeted 50% water and 50% sewer, however in 14-15 he is budgeted 50% in water and 50% in major and local streets. Scott Maurer was also budgeted 50% in water and 50% in sewer and he is now spread out so that 18% of his salary comes from sewer and 28% from water.
- **I had asked what the cost of sludge hauling is (\$/Million gallon) and for some clarification of our expectations in terms of whether we would see a savings in this line item or our utility costs. This is still unclear to me.**
  - Sludge removal costs \$0.0342 per gallon. Due to the sludge handling project we have paid additional costs, which have been deducted from payments to the Shmina contract. Rhett provided a breakdown of the sludge costs and that chart is attached to this memo.
  - The outcome of the sludge project was estimated to be a 40% reduction in sludge hauling costs. Until the digester is functioning we do not have a way to estimate whether this will actually occur. Having the boiler that processes digester gas into energy should reduce our natural gas costs also, however until that is functioning the actual savings can't be measured.
  - Dan and I met to discuss reductions in the proposed 2014-15 and 2015-16 budget, and we were both comfortable reducing both the Sludge Hauling and Utilities line items down 20% for 2014-15 and 2015-16. This will reduce operating expenses \$30,000.

- **I had asked if our budget covers televising 1/7<sup>th</sup> of our collection system. I was looking for some detail related to how much this costs and how many feet of sewer we plan to televising to meet the goal we have in our goals and objectives document. It would be interesting to see a map of where we plan to do this work. I know that the budget has \$5,000 for sewer investigation and repair, but my experience is that this amount of money doesn't cover very much televising.**
  - The Sewer Investigation and repair 590.548.803.004 was added last year and was set up for small jetting and televising needs. Additional expense specifically for 1/7<sup>th</sup> of the collection system was not budgeted. Right now we only do the televising based on problem areas and project areas. The 1/7 televising goal that was developed in the goal setting session was intended to bring a proactive approach to televising, instead of the reactive approach of the past. Dan and staff have not had time to plan out the proactive approach to include the details in the budget at this time.
- **What is covered in the routine sewer line maintenance line item? We have \$13,000 budgeted in that line item and spent nearly that amount in our current fiscal year (nearly \$4,000 more than we had budgeted), which is why I was curious?**
  - This is line item 590.548.803.005 covers Metro Sewer services for ongoing services to clean sewer lines and vactor lift stations.
- **Why did the Retiree health care numbers in the sewer fund change on the updated sewer fund budget? They went up a little...ten Especially in 2015-16 it looks like it has been reduced...is this because ED goes on Medicare perhaps?**
  - The first budget draft included the current retiree's premium sharing at the same rate as active employees. The retiree health care number for FY 15-16 was updated to reflect Ed's eligibility for Medicare and decrease in premium.
- **Courtney did mention something yesterday about call in pay may not have been updated in the budget. I had noticed that we still had \$3,900 in that line item and would like to see the impact of this additional cost reflected in the sewer budget (and water budget).**
  - Call in pay was updated in the draft budget. The \$3,900 represents half of the expense of the four on call employees in water and sewer.
- **Under Professional Services, who is "Absolute"? Is this absolute title and a carryover from previous property purchases?**
  - Absolute referred to Absolute Computer. This has been updated to say computer repair.
- **What do we plan to use our Professional Services line item for? Last year we had Dykema review our sewer use ordinance and we had talked about making some changes as a result of the NUBC business. Are we done with that thought process? Do we still have ordinance amendments to take care of? Will they come up in the next fiscal year? I am just trying to make sure we plan for things we need to address.**
  - Dan provided a few examples below of how we've used the Professional Services line 590.548.802.000 in the past to help answer the Professional services line item question.

Dan and I met with Marie and reviewed the list; we have some work to do to make sure we're not including expense in Operating when they don't belong there. As you can see below there could be expenses in Professional Services that are one time capital items. This is a problem when we're trying to tie out operating expenses to operating revenue and tap fee revenue to allowable tap fee expenses. I don't have costs for each of these items listed below at this time, but I can ask Dan to put some numbers in there to help quantify the impact.

- What Dan, Marie and I realized; we need to do a better job sorting this out and providing Dan guidance to help us to a better manage the Sewer Costs. Marie found another tool in the BSNA general ledger software that is very helpful, which is attached for your review. The report pulls out just the operating revenue and just the operating expenses, so we can focus on what it will take to balance them. Also attached is the full version of the Sewer Budget and the Sewer Fund Reserve Worksheet.

Sewer 802 Professional Services.

- 1 – Kennedy lift station repair. Tap Fees
- 2 – UIS main control panel repair WWTP. Tap Fees
- 3 – Metro Sewer vac grit chamber. Operating
- 4 – Bisbee electrical Inspection. Operating

- DEQ, Deb Snell did not provide feedback on draft language. I will follow-up with her for guidance on the need to make changes to the ordinance. The village is using its Industrial Pre-treatment Program and Significant Industrial User Permit Program at this time with the current Ordinance language.
- **Can you please remind me what our arrangement for fuel sharing/reimbursement is with WAVE? Our gasoline expenses went up 33% last year and we have budgeted higher amounts for 2014-15, while at the same time our budgeted revenue from WAVE has been decreased going into this year...this just looks a little odd.**
  - WAVE is billed for the fuel they use times our current fuel price. When the driver fills up he goes into Dan's office and writes down the amount that he pumped. Dan adds up their fill ups each month and they are invoiced.
  - We combined all the WAVE reimbursement into the sewer fund (instead of spreading it between water and sewer) starting in 2012-2013. Past costs were \$4005 in 10-11, \$7452 in 11-12, \$6987 in 12-13 and the estimate is \$7100.
- **In previous years, we have looked at the utility rate study and the excel tool that Tom Traciak provided to us. We did not do that this year. I asked one question about our assumptions on water usage yesterday just because I was curious, but I would really like to see the detail, the number of accounts, etc...that the utility rate study provides.**
  - Marie is updating the rate study. It is our plan to have a work session prior to the June 9, 2014 meeting to review the rate study with all of Council.

# Memo

**To:** Donna Dettling, Village Manager

**From:** Marie Sherry, Village Treasurer

**Date:** 5/21/2014

**Re:** Technology Budget Request

---

I would like to request that the following two items be added to the 2014-2015 proposed budget:

- BS&A Payroll and Timesheets Software
  - Streamlines payroll recordkeeping and integrates employee hours directly into the payroll process. Current procedures require the use of multiple excel spreadsheets to track employee hours into the correct funds.
  - Payroll information will be automatically linked to the financial software, allowing better reporting and better internal controls.
  - Software purchase, training and implementation are quoted at \$10,550, with annual maintenance thereafter at \$780/year, which is comparable to current payroll outsourcing costs. Budget line item 101-265-977.000 (Equipment) for software purchase, and 101-265-937.000 for maintenance.
  - If approved, implementation would coincide with the end of the 2014 tax year (December-January).
  - If it is not already included in the budget as part of the work order software request, an additional computer box would be required to allow off site employees to remotely access the BS&A software on our server. The cost for this box and set up would be approximately \$1,500. Line item 101-265-977.000.
- Avaya Office Phone System Replacement
  - Current system is pre-2001.
  - New system would allow features like better direct dialing to individual employees, call transferring to cell phones (Public Services Superintendent, DPW Foreman etc.) so residents do not have to call two different numbers, voice mails could be sent to employee emails, and many other features. Direct dialing to individual employees is extremely valuable as considerable staff time is spent routing callers who already know who they need to talk with to their requested employee. Staff had previously looked into adding individual lines, but it cannot be done fully with the current system.
  - System is portable to a new site in case office is moved.
  - Placeholder of \$10,000 in 101-265-977.000 would allow staff to further research, and if necessary, bid out a new system.

Village of Dexter, Michigan  
Shared Sludge Hauling Cost

Date of Service	Type of Service:	Invoice Number:	Volume Hauled (If Applicable) Gallons	Village Cost / Gallon (\$/gall)	AZS Cost/ Gallon (\$/gall)	Shared Hauling Costs?	Lump Sump Cost (If Applicable)	If Lump Sum (Whos Cost?) AZS or VoD	Lump Sum Comments:	Total AZS Cost (\$)	Total Village Cost (\$)	Deducted in CO#:
Varies	Sludge Hauling	959	620500	0.0342	0.0158	No				\$0.00	\$21,221.10	N/A
5/16/2013	Secondary Digester Cleaning & Re-mob	969		0.0342	0.0158	No	\$12,550.00	AZS	2ndary Cleaning & re-mob	\$12,550.00	\$0.00	N/A
5/8/2013	Primary Digester Cleaning & Pumping	970	0	0.0342	0.0158	No	7000	AZS	Primary Digester Cleaning & Pumping	\$7,000.00	\$0.00	N/A
Varies	Sludge Hauling from GeoBag	971	97500	0.0342	0.0158	Yes	\$1,600.00	AZS	Vac Assist Pump, RMP Modification, Sludge Haul	\$3,140.50	\$3,334.50	N/A
Pay App # 8	deduct (above AZS costs)									-\$22,690.50		N/A
7-8 - 7/12	Sludge Hauling	998	127500	0.0342	0.0158	Yes	3500	AZS	Vac Assist Pump, RMP Modification, Sludge Haul	\$5,514.50	\$4,360.50	PA #11
7-30 / 7/31	Sludge Hauling	1007	120000	0.0342	0.0158	Yes	3500	AZS	Vac Assist Pump, RMP Modification, Sludge Haul	\$5,396.00	\$4,104.00	PA #11
8/22/2013	Sludge Hauling	1018	127500	0.0342	0.0158	Yes	3500	AZS	Vac Assist Pump, RMP Modification, Sludge Haul	\$5,514.50	\$4,360.50	PA #11
10/18/2013	Sludge Hauling	1051	131750	0.0342	0.0158	Yes	3500	AZS	Vac Assist Pump, RMP Modification, Sludge Haul	\$5,581.65	\$4,505.85	PA #14
11/7/2013	Sludge Hauling	1066	113500	0.0342	0.0158	Yes	3500	AZS	Vac Assist Pump, RMP Modification, Sludge Haul	\$5,293.30	\$3,881.70	PA #14
12/1/2013	Sludge Hauling	1075	120000	0.0342	0.0158	Yes	3500	AZS	Vac Assist Pump, RMP Modification, Sludge Haul	\$5,396.00	\$4,104.00	PA #14
3/12/2014	Sludge Hauling	1100	150000			No	11470	AZS	Modification, Sludge Haul	\$11,470.00	\$0.00	PA #17

PLAN TO DEDUCT HAULINGS IN RED FROM PAY APP #17

\$11,470.00

BUDGET REPORT FOR VILLAGE OF DEXTER  
Fund: 590 SEWER ENTERPRISE FUND

User: marie  
DB: Dexter

OPERATING BUDGET

GL NUMBER	DESCRIPTION	2010-11 ACTIVITY	2011-12 ACTIVITY	2012-13 ACTIVITY	2013-14 PROJECTED ACTIVITY	2014-15 RECOMMENDED BUDGET	2015-16 FUTURE PROJECTED BUDGET
<b>ESTIMATED REVENUES</b>							
<b>Dept 000-ASSETS, LIABILITIES &amp; REVENUE</b>							
<b>UTILITY BILLS</b>							
590-000-425.000	DELINQUENT UTILITY BILLS (TAX)	12,147	3,568	213	1,014,000	1,074,800	1,140,000
590-000-633.002	UTILITY BILLS - SEWER	832,987	920,806	978,706	3,300	3,000	3,000
590-000-634.000	UTILITY BILL PENALTIES	3,873	3,393	3,300	1,017,300	1,077,800	1,143,000
	<b>UTILITY BILLS</b>	849,007	927,767	982,219	1,017,300	1,077,800	1,143,000
<b>UTILITY SURCHARGES</b>							
590-000-635.000	SEWER SURCHARGE				46,211	36,000	36,000
	<b>UTILITY SURCHARGES</b>				46,211	36,000	36,000
<b>INTEREST EARNINGS</b>							
590-000-665.000	INTEREST EARNED	5,307	6,400	1,731	1,100	1,000	1,000
	<b>INTEREST EARNINGS</b>	5,307	6,400	1,731	1,100	1,000	1,000
<b>OTHER REVENUE</b>							
590-000-671.000	OTHER REVENUE	10,739	5,538	15,948	4,796	1,000	1,000
590-000-672.000	REIMBURSEMENT FOR GASOLINE	1,679	4,495	6,987	7,100	7,500	7,500
	<b>OTHER REVENUE</b>	12,418	10,033	22,935	11,896	8,500	8,500
	<b>Totals for dept 000-ASSETS, LIABILITIES &amp; REVENUE</b>	866,732	944,260	1,006,885	1,076,507	1,123,300	1,188,500
	<b>TOTAL ESTIMATED REVENUES</b>	866,732	944,260	1,006,885	1,076,507	1,123,300	1,188,500
<b>APPROPRIATIONS</b>							
<b>Dept 248-ADMINISTRATION</b>							
<b>ADMINISTRATIVE COSTS</b>							
590-248-802.001	FINANCIAL AUDIT	4,591	2,500	2,500	7,500	3,000	3,000
590-248-803.000	CONTRACTED SERVICES	19,092	4,194				
590-248-811.000	ATTORNEY FEES - MISCELLANEOUS	2,822	1,556	9,480	11,000	5,000	2,000
590-248-840.000	BANK SERVICE CHARGES	35	22	240	109	200	200
590-248-841.000	VILLAGE ADMINISTRATIVE COSTS	69,086	65,255	62,884	74,076	75,000	75,000
590-248-843.000	PROPERTY TAXES			1,014	3,545	3,600	3,600
	<b>ADMINISTRATIVE COSTS</b>	95,626	73,527	76,118	96,230	86,800	83,800
	<b>Totals for dept 248-ADMINISTRATION</b>	95,626	73,527	76,118	96,230	86,800	83,800
<b>Dept 548-SEWER UTILITIES DEPARTMENT</b>							
<b>UTILITIES</b>							
590-548-920.000	UTILITIES	61,672	63,588	71,474	70,000	73,000	73,000
590-548-920.001	UTILITIES - TELEPHONES	6,632	2,589	4,003	4,519	4,600	4,600
	<b>UTILITIES</b>	68,304	66,177	75,477	74,519	77,600	77,600
<b>EQUIPMENT MAINTENANCE</b>							
590-548-937.000	EQUIPMENT MAINTENANCE & REPAIR	3,760	9,416	31,971	14,800	15,000	15,000
590-548-938.000	LAB EQUIPMENT MAINTENANCE & REPAIR			8,789	6,740	11,000	5,000
590-548-938.001	SCADA MAINTENANCE			8,690	6,740	12,000	7,000
	<b>EQUIPMENT MAINTENANCE</b>	3,760	9,416	40,661	30,329	38,000	27,000
<b>VEHICLE MAINTENANCE</b>							
590-548-939.000	VEHICLE MAINTENANCE & REPAIRS		1,488	1,923	2,900	1,500	1,500
	<b>VEHICLE MAINTENANCE</b>		1,488	1,923	2,900	1,500	1,500
<b>PERSONNEL COSTS</b>							
590-548-703.000	SALARIES - NON UNION	10,326	44	29,810	31,100	41,300	40,200
590-548-703.001	SALARIES - PART TIME			1,120	3,200	4,000	4,000

58,400

73,000

4,600

77,600

15,000

5,000

7,000

27,000

1,500

1,500

41,300

4,000

BUDGET REPORT FOR VILLAGE OF DEXTER  
 Fund: 590 SEWER ENTERPRISE FUND

P142

GL NUMBER	DESCRIPTION	2010-11 ACTIVITY	2011-12 ACTIVITY	2012-13 ACTIVITY	2013-14 PROJECTED ACTIVITY	2014-15 RECOMMENDED BUDGET	2015-16 PROJECTED BUDGET
<b>APPROPRIATIONS</b>							
Dept 548-SEWER UTILITIES DEPARTMENT							
<b>PERSONNEL COSTS</b>							
590-548-704.000	SALARIES - UNION	179,587	150,974	123,681	139,597	125,900	129,000
590-548-705.000	SALARIES - OVERTIME	22,732	14,555	16,884	21,686	10,000	10,000
590-548-705.001	SALARIES - CALL IN PAY					3,900	3,900
590-548-712.000	VACATION/SICK TIME CASH OUT		9,230	28,600	3,068	3,000	3,000
590-548-720.000	SOCIAL SECURITY & MEDICARE	17,592	13,116	15,592	15,711	14,600	14,600
590-548-721.000	HEALTH & DENTAL INSURANCE	58,424	36,226	36,674	41,507	25,000	28,000
590-548-721.001	RETIREE HEALTH INSURANCE		17,960	14,427	9,913	15,400	9,600
590-548-721.002	PAY IN LIEU OF MEDICAL INSURANCE		2,413		3,000	4,400	4,400
590-548-722.000	LIFE & DISABILITY INSURANCE	1,167	1,074	1,143	1,112	1,200	1,200
590-548-723.000	DEFINED BENEFIT PLAN	34,382	14,179	13,237	17,500	23,500	23,500
590-548-723.003	DEFINED CONTRIBUTION PLAN		566	1,071	1,955	2,400	2,500
	<b>PERSONNEL COSTS</b>	<b>335,004</b>	<b>260,337</b>	<b>285,239</b>	<b>287,849</b>	<b>274,600</b>	<b>273,900</b>
<b>OPERATING SUPPLIES</b>							
590-548-728.000	POSTAGE	544	882	950	1,272	1,300	1,300
590-548-740.000	OPERATING SUPPLIES	2,895	2,892	5,735	7,500	7,000	7,000
590-548-741.000	ROAD REPAIR SUPPLIES				4,000	4,000	4,000
590-548-742.000	CHEMICAL SUPPLIES - PLANT	36,907	33,191	32,396	32,912	33,000	34,000
590-548-743.000	CHEMICAL SUPPLIES - LAB	8,792	9,219	9,791	10,600	11,000	11,000
590-548-745.000	UNIFORM ALLOWANCE	2,646	1,872	3,345	3,500	3,500	3,500
590-548-751.000	GASOLINE & OIL	11,217	11,670	17,784	23,440	24,000	26,000
	<b>OPERATING SUPPLIES</b>	<b>63,001</b>	<b>59,726</b>	<b>70,001</b>	<b>83,224</b>	<b>83,800</b>	<b>86,800</b>
<b>PROFESSIONAL SERVICES</b>							
590-548-802.000	PROFESSIONAL SERVICES	69,671	51,827	48,279	37,300	30,000	30,000
590-548-803.003	SLUDGE HAULING	95,239	82,192	102,231	90,000	80,000	80,000
590-548-803.004	SEWER INVESTIGATION & REPAIR			10,398	3,653	5,000	5,000
590-548-803.005	SEWER LINE MAINTENANCE			8,541	12,376	13,000	13,000
590-548-824.000	TESTING & ANALYSIS	1,346	1,157	2,799	3,332	3,500	3,500
	<b>PROFESSIONAL SERVICES</b>	<b>166,256</b>	<b>135,176</b>	<b>172,248</b>	<b>146,661</b>	<b>131,500</b>	<b>131,500</b>
<b>OTHER EXPENSES</b>							
590-548-861.000	TRAVEL & MILEAGE	134	120	547	216	500	500
590-548-901.000	PRINTING & PUBLISHING	442	371	1,250	195	500	500
590-548-910.000	WORKERS COMPENSATION	7,136	4,729	4,704	3,935	4,000	4,000
590-548-911.000	LIABILITY INSURANCE	20,852	17,710	17,344	16,307	16,500	16,500
590-548-935.000	BUILDING MAINTENANCE & REPAIR	9,981	9,169	7,417	7,871	10,000	8,000
590-548-955.000	MISCELLANEOUS	439	554	698	6,800	500	500
590-548-957.004	STATE LICENSE/PERMIT FEES		1,950	2,625	5,295	5,000	5,000
590-548-958.000	MEMBERSHIPS & DUES		783	60	150	500	500
590-548-960.000	EDUCATION & TRAINING	970		1,083	9,800	9,800	3,000
	<b>OTHER EXPENSES</b>	<b>39,954</b>	<b>35,386</b>	<b>35,728</b>	<b>50,569</b>	<b>47,300</b>	<b>38,500</b>
	<b>Totals for dept 548-SEWER UTILITIES DEPARTMENT</b>	<b>676,279</b>	<b>567,706</b>	<b>681,277</b>	<b>676,051</b>	<b>654,300</b>	<b>636,800</b>
<b>Dept 850-LONG-TERM DEBT</b>							
<b>DEBT PAYMENTS</b>							
590-850-995.005	SRF #1 (2009) BOND PRINCIPAL			65,000	70,000	70,000	70,000
590-850-995.006	SRF #2 (2012) BOND PRINCIPAL				130,000	130,000	130,000
590-850-995.007	2012 SEWER BOND PRINCIPAL (RD REF			85,000	90,000	90,000	100,000
590-850-996.005	SRF #1 (2009) BOND INTEREST	19,589	37,920	39,579	37,757	36,100	34,300
590-850-996.006	SRF #2 (2012) BOND INTEREST			1,758	59,915	80,900	77,700
590-850-996.007	2012 SEWER BOND INTEREST (RD REF)			49,457	57,460	55,700	53,900
	<b>DEBT PAYMENTS</b>	<b>19,589</b>	<b>37,920</b>	<b>240,794</b>	<b>315,152</b>	<b>462,700</b>	<b>465,900</b>

GL NUMBER	DESCRIPTION	2010-11 ACTIVITY	2011-12 ACTIVITY	2012-13 ACTIVITY	2013-14 PROJECTED ACTIVITY	2014-15 RECOMMENDED BUDGET	2015-16 PROJECTED BUDGET
<b>APPROPRIATIONS</b>							
Dept 850-LONG-TERM DEBT							
Totals for dept 850-LONG-TERM DEBT		19,589	37,920	240,794	315,152	462,700	465,900
Dept 890-CONTINGENCIES							
OTHER EXPENSES						15,000	15,000
590-890-955.000 MISCELLANEOUS						15,000	15,000
OTHER EXPENSES						15,000	15,000
Totals for dept 890-CONTINGENCIES						15,000	15,000
<b>TOTAL APPROPRIATIONS</b>							
		791,494	679,153	998,189	1,087,433	1,218,800	1,201,500
<b>NET OF REVENUES/APPROPRIATIONS - FUND 590</b>		75,238	265,107	8,696	(10,926) *	(95,500)	(13,000)
BEGINNING FUND BALANCE		4,527,221	4,085,219	4,598,785	4,088,558	4,077,632	4,077,632
ENDING FUND BALANCE		4,602,459	4,350,326	4,607,481	4,077,632	3,982,132	4,064,632

BUDGET REPORT FOR VILLAGE OF DEXTER

Fund: 590 SEWER ENTERPRISE FUND

User: courtney

DB: Dexter

GL NUMBER	DESCRIPTION	2012-13 ACTIVITY	2013-14 ORIGINAL BUDGET	2013-14 AMENDED BUDGET	2013-14 PROJECTED ACTIVITY	2014-15 RECOMMENDED BUDGET	2015-16 FUTURE PROJECTED BUDGET
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ESTIMATED REVENUES

Dept 000-ASSETS, LIABILITIES & REVENUE							
590-000-425.000	DELINQUENT UTILITY BILLS (TAX)	213.09	1,000.00	1,000.00			
590-000-633.002	UTILITY BILLS - SEWER	978,706.19	1,053,000.00	1,053,000.00	1,014,000.00	1,074,800.00	1,140,000.00
	(2014-15) 6% INCREASE ON ESTIMATED 13-14 YEAR END PROJECTION						
	(2014-15) 6% INCREASE ON 14-15 BUDGET AMOUNT	3,300.29	4,000.00	4,000.00	3,300.00	3,000.00	3,000.00
590-000-634.000	UTILITY BILL PENALTIES				46,211.00	36,000.00	36,000.00
590-000-635.000	SEWER SURCHARGE	177,849.35	87,000.00	87,000.00	226,400.00	175,000.00	150,000.00
590-000-636.001	SEWER TAP IN FEES						
	(2014-15) DEX TECH INSTALLMENT (\$25,000), 20 UNITS AT VICTORIA CONDOS (\$100,000), 10 RESIDENTIAL UNITS						
	(2015-16) DEX TECH INSTALLMENT (\$25,000), 20 UNITS AT VICTORIA CONDOS (\$100,000), 5 RESIDENTIAL UNITS						
590-000-665.000	INTEREST EARNED	1,730.74	2,000.00	2,000.00	1,100.00	1,000.00	1,000.00
590-000-671.000	OTHER REVENUE	15,947.66	1,000.00	1,000.00	4,796.00	1,000.00	1,000.00
590-000-672.000	REIMBURSEMENT FOR GASOLINE	6,987.05	8,500.00	8,500.00	7,100.00	7,500.00	7,500.00
	(2014-15) FUEL REIMBURSEMENT FROM WAVE						
590-000-695.403	TRANSFER IN FROM SRF PROJECT FUND	1,730,805.50					
Totals for dept 000-ASSETS, LIABILITIES & REVENUE		2,915,539.87	1,156,500.00	1,201,500.00	1,302,907.00	1,298,300.00	1,338,500.00
TOTAL ESTIMATED REVENUES		2,915,539.87	1,156,500.00	1,201,500.00	1,302,907.00	1,298,300.00	1,338,500.00
APPROPRIATIONS							
Dept 248-ADMINISTRATION							
590-248-723.001	OTHER POST EMPLOYMENT BENEFITS	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00
	(2014-15) CONTRIBUTION TO RETIREE HEALTH CARE						
590-248-802.001	FINANCIAL AUDIT	2,500.00	7,500.00	7,500.00	7,500.00	3,000.00	3,000.00
590-248-811.000	ATTORNEY FEES - MISCELLANEOUS	9,479.79	3,000.00	9,000.00	11,000.00	5,000.00	2,000.00
	(2014-15) CONTESTED CASE FOR NPDES PERMIT REGARDING PHOSPHOROUS LEVELS						
590-248-840.000	BANK SERVICE CHARGES	240.31	200.00	200.00	109.33	200.00	200.00
590-248-841.000	VILLAGE ADMINISTRATIVE COSTS	62,883.87	67,500.00	67,500.00	74,076.00	75,000.00	75,000.00
	(2014-15) PAYMENT TO GENERAL FUND FOR 37.5% OF ERIN, 10% OF BRENDA, COURTNEY & DONNA, 20% MARIE						
590-248-843.000	PROPERTY TAXES	1,013.97	1,100.00	3,600.00	3,545.00	3,600.00	3,600.00
	(2014-15) TAXES ON CANTER PROPERTY						
Totals for dept 248-ADMINISTRATION		82,117.94	85,300.00	93,800.00	102,230.33	92,800.00	89,800.00
Dept 548-SEWER UTILITIES DEPARTMENT							
590-548-703.000	SALARIES - NON UNION	29,809.98	31,100.00	31,100.00	31,100.00	41,300.00	40,200.00
	(2014-15) 35% OF DAN, 18% OF SCOTT						
590-548-703.001	SALARIES - PART TIME	1,120.00	2,500.00	2,500.00	3,200.00	4,000.00	4,000.00
	(2014-15) PORTION OF SUMMER HELP						
590-548-704.000	SALARIES - UNION	123,681.13	154,000.00	154,000.00	139,596.74	125,900.00	129,000.00
	(2014-15) 75% ANDREA, 75% DOUG, 75% NEW HIRE, 50% ERIC						
590-548-705.000	SALARIES - OVERTIME	16,884.19	10,000.00	10,000.00	21,686.00	10,000.00	10,000.00
590-548-705.001	SALARIES - CALL IN PAY					3,900.00	3,900.00
	(2014-15) PREVIOUSLY INCLUDED IN UNION SALARIES - 50% FOR FOUR EMPLOYEES						
590-548-712.000	VACATION/STICK TIME CASH OUT	28,599.56	4,000.00	4,000.00	3,068.00	3,000.00	3,000.00
590-548-720.000	SOCIAL SECURITY & MEDICARE	15,591.72	15,500.00	15,500.00	15,710.84	14,600.00	14,600.00
	(2014-15) 7.65% OF WAGES						
590-548-721.000	HEALTH & DENTAL INSURANCE	36,673.99	54,000.00	54,000.00	41,507.00	25,000.00	28,000.00
	(2014-15) PREMIUM COST FOR 75% DOUG, 75% NEW HIRE, 50% ERIC, REDUCED BY \$82 PER PAY PREMIUM SHARE, INCLUDES \$1000 LUMP SUM FOR ERIC						
590-548-721.001	RETIREE HEALTH INSURANCE	14,427.33	17,000.00	17,000.00	9,913.33	15,400.00	9,600.00
	(2014-15) 30% ED, 25% JAN, 80% LARRY						

GL NUMBER	DESCRIPTION	2012-13 ACTIVITY	2013-14 ORIGINAL BUDGET	2013-14 AMENDED BUDGET	2013-14 PROJECTED ACTIVITY	2014-15 RECOMMENDED BUDGET	2015-16 PROJECTED BUDGET
<b>APPROPRIATIONS</b>							
Dept 548-SEWER UTILITIES DEPARTMENT							
590-548-721.002	(2015-16) 9.5% INCREASE	3,000.00	1,500.00	1,500.00	1,500.00	4,400.00	4,400.00
590-548-722.000	PAY IN LIEU OF MEDICAL INSURANCE (2014-15) 50% OF SCOTT, 75% OF ANDREA	1,143.03	1,200.00	1,200.00	1,112.00	1,200.00	1,200.00
590-548-723.000	LIFE & DISABILITY INSURANCE (2014-15) PORTION OF WATER/SEWER EMPLOYEES	13,236.94	17,500.00	17,500.00	17,500.00	23,500.00	23,500.00
590-548-723.003	DEFINED CONTRIBUTION PLAN (2014-15) FLAT AMOUNT	1,070.93	2,000.00	2,000.00	1,955.47	2,400.00	2,500.00
590-548-728.000	POSTAGE (2014-15) PORTION OF UTILITY BILLING POSTAGE	950.05	1,500.00	1,500.00	1,272.00	1,300.00	1,300.00
590-548-740.000	OPERATING SUPPLIES	5,735.47	5,000.00	5,000.00	7,500.00	7,000.00	7,000.00
590-548-741.000	ROAD REPAIR SUPPLIES	32,395.52	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00
590-548-742.000	(2014-15) ROAD REPAIR DUE TO MAIN BREAKS; REPAIRS AROUND MANHOLES	32,000.00	32,000.00	32,000.00	32,912.00	33,000.00	34,000.00
590-548-743.000	CHEMICAL SUPPLIES - PLANT (2014-15) WASTEWATER TREATMENT PLANT CHEMICALS	9,791.22	11,000.00	11,000.00	10,600.00	11,000.00	11,000.00
590-548-745.000	UNIFORM ALLOWANCE	3,344.81	2,000.00	2,000.00	3,500.00	3,500.00	3,500.00
590-548-751.000	GASOLINE & OIL	17,783.96	20,000.00	20,000.00	23,440.00	24,000.00	26,000.00
590-548-802.000	PROFESSIONAL SERVICES (2014-15) OHM, F & V, COMPUTER REPAIR, BS&A	48,279.07	30,000.00	30,000.00	37,300.00	30,000.00	30,000.00
590-548-803.003	SLUDGE HAULING (2014-15) REMOVAL OF SLUDGE	102,230.72	65,000.00	65,000.00	90,000.00	80,000.00	80,000.00
590-548-803.004	SEWER INVESTIGATION & REPAIR (2014-15) INVESTIGATION AND REPAIR OF SEWER LINE ISSUES	10,398.00	5,000.00	5,000.00	3,653.33	5,000.00	5,000.00
590-548-803.005	SEWER LINE MAINTENANCE (2014-15) ROUTINE MAINTENANCE OF SEWER LINES	8,541.00	9,000.00	9,000.00	12,376.00	13,000.00	13,000.00
590-548-824.000	TESTING & ANALYSIS	2,799.43	1,500.00	1,500.00	3,332.00	3,500.00	3,500.00
590-548-861.000	TRAVEL & MILEAGE	547.41	500.00	500.00	216.00	500.00	500.00
590-548-901.000	PRINTING & PUBLISHING	1,249.56	500.00	500.00	194.67	500.00	500.00
590-548-910.000	WORKERS COMPENSATION	4,704.48	5,100.00	5,100.00	3,934.67	4,000.00	4,000.00
590-548-911.000	LIABILITY INSURANCE	17,344.20	16,500.00	16,500.00	16,307.00	16,500.00	16,500.00
590-548-920.000	UTILITIES (2014-15) DTE, WATER, COMCAST	71,473.70	66,000.00	66,000.00	70,000.00	73,000.00	73,000.00
590-548-920.001	UTILITIES - TELEPHONES (2014-15) AT&T FOR WWTP AND VERIZON	4,002.55	4,500.00	4,500.00	4,518.67	4,600.00	4,600.00
590-548-935.000	BUILDING MAINTENANCE & REPAIR (2014-15) PREVENTATIVE MAINTENANCE/BUILDING REPAIR, INCREASED FOR LIGHT BULB REPLACEMENT	7,416.87	8,000.00	8,000.00	7,871.00	10,000.00	8,000.00
590-548-937.000	EQUIPMENT MAINTENANCE & REPAIR	31,970.60	15,000.00	15,000.00	14,800.00	15,000.00	15,000.00
590-548-938.000	LAB EQUIPMENT MAINTENANCE & REPAIR (2014-15) REPLACEMENT OF BALANCE, DO METER, LDL PROBE - NEW EQUIPMENT FOR NEW SLUDGE TEST	8,690.00	6,000.00	6,000.00	8,789.00	11,000.00	5,000.00
590-548-938.001	SCADA MAINTENANCE (2014-15) MAINTENANCE AND REPAIR OF SCADA/CONTROLS, NEW COMPUTER DUE TO END OF SUPPORT FOR WINDOWS XP	1,922.75	1,500.00	1,500.00	2,900.00	1,500.00	1,500.00
590-548-939.000	VEHICLE MAINTENANCE & REPAIRS (2014-15) PREVENTATIVE VEHICLE REPAIR - TIRES/BRAKES	697.73	500.00	500.00	6,800.00	500.00	500.00
590-548-955.000	MISCELLANEOUS	2,625.00	2,500.00	2,500.00	5,295.00	5,000.00	5,000.00
590-548-957.004	STATE LICENSE/PERMIT FEES	60.00	500.00	500.00	150.00	500.00	500.00
590-548-958.000	MEMBERSHIPS & DUES	1,083.40	2,000.00	2,000.00	9,800.00	9,800.00	3,000.00
590-548-960.000	EDUCATION & TRAINING (2014-15) SAFETY PROGRAM	928.97	31,000.00	31,000.00	35,000.00	5,000.00	5,000.00

Fund: 590 SEWER ENTERPRISE FUND

User: courtney

DB: Dexter

2012-13 ACTIVITY

2013-14 ORIGINAL BUDGET

2013-14 AMENDED BUDGET

2013-14 PROJECTED ACTIVITY

2014-15 RECOMMENDED BUDGET

2014-15 RECOMMENDED BUDGET

2015-16 PROJECTED BUDGET

GL NUMBER DESCRIPTION

APPROPRIATIONS UTILITIES DEPARTMENT

Dept 548-SEWER UTILITIES DEPARTMENT

(2014-15) PURCHASE OF NON CAPITAL EQUIPMENT - \$2400 FOR WORK ORDER SOFTWARE

Totals for dept 548-SEWER UTILITIES DEPARTMENT

Dept 850-LONG-TERM DEBT

590-850-995.005 SRF #1 (2009) BOND PRINCIPAL

590-850-995.006 SRF #2 (2012) BOND PRINCIPAL

590-850-995.007 2012 SEWER BOND PRINCIPAL (RD REF

590-850-996.005 SRF #1 (2009) BOND INTEREST

590-850-996.006 SRF #2 (2012) BOND INTEREST

590-850-996.007 2012 SEWER BOND INTEREST (RD REFU

Totals for dept 850-LONG-TERM DEBT

Dept 890-CONTINGENCIES

590-890-995.000 MISCELLANEOUS

Totals for dept 890-CONTINGENCIES

Dept 901-CAPITAL IMPROVEMENTS

590-901-970.005 CAPITAL IMPROVEMENTS - SLUDGE PRO

590-901-974.000 CIP CAPITAL IMPROVEMENTS

590-901-975.011 (2014-15) GRAND STREET SEWER, SCREW PUMP REPAIR

590-901-978.000 PROPERTY ACQUISITION

(2014-15) \$16,000 FOR VFDS FOR HOSE PUMPS, \$10,000 FOR DEXTER KING LIFT STATION PUMP, \$17,000 FOR SAND FILTER UNDERDRAINS

(2015-16) \$10,00 FOR LIFT PUMP FOR WESTRIDGE, \$16,000 FOR CHECK VALVES

VEHICLES

(2014-15) 50% OF VAN PURCHASE

Totals for dept 901-CAPITAL IMPROVEMENTS

TOTAL APPROPRIATIONS

NET OF REVENUES/APPROPRIATIONS - FUND 590

2012-13 ACTIVITY	2013-14 ORIGINAL BUDGET	2013-14 AMENDED BUDGET	2013-14 PROJECTED ACTIVITY	2014-15 RECOMMENDED BUDGET	2015-16 PROJECTED BUDGET
	661,400.00	676,400.00	711,050.72	659,300.00	641,800.00
	682,205.27				
	65,000.00	70,000.00	70,000.00	70,000.00	70,000.00
	85,000.00	90,000.00	90,000.00	130,000.00	130,000.00
	39,578.61	37,800.00	37,757.00	36,100.00	34,300.00
	1,757.66	50,000.00	59,915.00	80,900.00	77,700.00
	49,457.32	57,500.00	57,480.00	55,700.00	53,900.00
	240,793.59	305,300.00	315,152.00	462,700.00	465,900.00
	15,000.00	5,000.00		15,000.00	15,000.00
	15,000.00	5,000.00		15,000.00	15,000.00
	340,000.00	340,000.00	170,000.00	170,000.00	
	51,300.00	71,300.00	30,600.00	50,000.00	
	79,319.63			43,000.00	26,000.00
	105,252.73	391,300.00	200,600.00	278,000.00	26,000.00
	1,110,369.53	1,458,300.00	1,329,033.05	1,507,800.00	1,238,500.00
	1,805,170.34	(301,800.00)	(26,126.05)	(209,500.00)	100,000.00

**Sewer Fund Reserves**

Assuming Flat Future Consumption and 6% Rate Increases; Yearly Operating Cost Increase of 3%

	Balance at the End of FY 12-13	\$991,811	Actual		
<b>2013-2014</b>					
Revenue	Rates	\$1,017,300	Projected		
Revenue	Northern United Surcharge	\$46,211	Projected		
Revenue	Tap Fees	\$226,400	Projected		
Revenue	Misc.	\$12,996	Projected		
Expense	Operating	(\$778,281)	Projected		
Expense	Capital Purchases/Equipment	(\$64,000)	Projected		
Expense	Additional Sludge Project Expense	(\$170,000)	Projected		
Expense	Bond Payments	(\$315,152)	Projected		
	Balance at the End of FY 13-14	\$967,285	Estimate	124%	of operating
<b>2014-2015</b>					
Revenue	Rates	\$1,077,800	Draft Budget (6% Increase)		
Revenue	Tap Fees	\$175,000	Draft Budget		
Revenue	Northern United Surcharge	\$36,000	Draft Budget		
Revenue	Misc.	\$9,500	Draft Budget		
Expense	Operating	(\$752,100)	Draft Budget		
Expense	Contingency	(\$15,000)	Draft Budget		
Expense	Additional Sludge Project Expense	(\$170,000)	Draft Budget		
Expense	Capital Purchases	(\$108,000)	Draft Budget		
Expense	Bond Payments	(\$462,700)	Draft Budget		
	Balance at the End of FY 14-15	\$757,785	Draft Budget	101%	of operating
<b>2015-2016</b>					
Revenue	Rates	\$1,143,000	Draft Budget (6% Increase)		
Revenue	Tap Fees	\$150,000	Draft Budget		
Revenue	Northern United Surcharge	\$36,000	Draft Budget		
Revenue	Misc.	\$9,500	Draft Budget		
Expense	Operating	(\$731,600)	Draft Budget		
Expense	Contingency	(\$15,000)	Draft Budget		
Expense	Capital Purchases	(\$26,000)	Draft Budget		
Expense	Bond Payments	(\$465,900)	Draft Budget		
	Balance at the End of FY 15-16	\$857,785	Draft Budget	117%	of operating
<b>2016-2017</b>					
Revenue	Rates	\$1,177,290	Estimate (Reduced to 3%)		
Revenue	Tap Fees	\$25,000	Estimate		
Revenue	Northern United Surcharge	\$36,000	Estimate		
Revenue	Misc.	\$11,000	Estimate		
Expense	Operating	(\$753,548)	Estimate		
Expense	Capital Purchases	(\$45,000)	Estimate		
Expense	Bond Payments	(\$468,587)	Estimate		
	Balance at the End of FY 16-17	\$839,940	Estimate	111%	of operating
<b>2017-2018</b>					
Revenue	Rates	\$1,212,609	Estimate (Reduced to 3%)		
Revenue	Tap Fees	\$25,000	Estimate		
Revenue	Northern United Surcharge	\$36,000	Estimate		
Revenue	Misc.	\$11,000	Estimate		
Expense	Operating	(\$776,154)	Estimate		
Expense	Capital Purchases	(\$45,000)	Estimate		
Expense	Bond Payments	(\$476,200)	Estimate		
	Balance at the End of FY 17-18	\$827,194	Estimate	107%	of operating

