

**SUPERIOR CHARTER TOWNSHIP BOARD  
REGULAR MEETING  
JANUARY 20, 2015  
ADOPTED MINUTES  
PAGE 1**

**1. CALL TO ORDER**

The regular meeting of the Superior Charter Township Board was called to order by the Supervisor Kenneth Schwartz at 7:00 p.m. on January 20, 2015, at the Superior Township Hall, 3040 North Prospect, Ypsilanti, Michigan.

**2. PLEDGE OF ALLEGIANCE**

The Supervisor Schwartz led the assembly in the pledge of allegiance to the flag.

**3. ROLL CALL**

The members present were Ken Schwartz, David Phillips, Brenda McKinney, Nancy Caviston, Rodrick Green, Lisa Lewis and Alex Williams.

**4. ADOPTION OF AGENDA**

It was moved by Caviston seconded by Lewis, to adopt the agenda as amended, by removing the Sheriff's Report under Reports and to correct the letter listing for items under New Business.

The motion carried by unanimous voice vote.

**5. APPROVAL OF MINUTES**

**A. REGULAR MEETING OF DECEMBER 15, 2015**

It was moved by Caviston, seconded by McKinney, to approve the minutes of the regular Board meeting of December 15, 2014, as presented.

The motion carried by a unanimous voice vote.

**6. CITIZEN PARTICIPATION**

**A. CITIZEN COMMENTS**

Carla Bisaro, representing the Committee to Promote Superior Township (C2PST), made a presentation to the Board about C2PST's proposal to host a classic car show on the Township Hall property. The cars would be by invitation and would be limited to Township residents. The Board was very supportive of the event.

**7. REPORTS**

**A. SUPERVISOR REPORT**

**SUPERIOR CHARTER TOWNSHIP BOARD  
REGULAR MEETING  
JANUARY 20, 2015  
ADOPTED MINUTES  
PAGE 2**

Supervisor Schwartz reported on the following: John Hudson has submitting a letter to the Board indicating he will be retiring from the position of Superior Township Ordinance Officer. His last day is February 27, 2015. The Township will post a notice for the part-time position. Supervisor Schwartz has contacted State Representative David Rutledge about the walk-away situation at Fairfax Manor. Representative Rutledge has scheduled a meeting with the Township and Sheriff's Department staff about the issue. A home builder has contacted the Township about purchasing the Fairway Glens subdivision. He said he wants to start building homes there. Brenda Baker has requested to not be reappointed to the Planning Commission. The position is posted on the Township website. The Township has proposed a settlement concerning the blight issues of Alden David Burley at 6645 Warren Road. There is a lot of junk piled in the yard of Mr. Burley's home. It has been a continuing problem and the neighbors have complained. There is a court hearing on the matter scheduled for February. Supervisor Schwartz said the recent Eastern Leaders Group he attended was the best ever. They discussed various proposals to use County funding for social issues. Supervisor Schwartz has been meeting with a group representing the Dixboro area. They have discussed ways to improve the area and to apply for grants. Township staff and officials have been working on a modified approach to remodel the Sheriff's restroom. The first bids came in at between \$60,000 and \$90,000, which is too expensive. He expects to bring a proposal for the remodel project to the Board in February. Mr. William Ford, Jr., donated \$3,000 to the Fire Department, which will be used for the purchase of the new fire engine. The MacArthur Boulevard area has experienced a recent increase in breaking and entering complaints. Other crimes in the Township have been low.

**B. DEPARTMENT REPORTS: BUILDING DEPARTMENT, FIRE DEPARTMENT, ORDINANCE OFFICER REPORT, PARK COMMISSION MINUTES, UTILITY DEPARTMENT REPORT**

It was moved by Caviston, seconded by Green, that the Superior Township Board receive all reports.

The motion carried by a unanimous voice vote.

**C. FIRE DEPARTMENT 2014 YEAR END**

It was moved by Caviston seconded by Green, for the Board to accept the Fire Department 2014 Year End Report.

The motion carried by a unanimous voice vote.

**8. COMMUNICATIONS**

It was moved by Green, seconded by Caviston, for the Board to receive all three of the following communications:

**SUPERIOR CHARTER TOWNSHIP BOARD  
REGULAR MEETING  
JANUARY 20, 2015  
ADOPTED MINUTES  
PAGE 3**

**A. LETTER FROM CARLA BISARO, CLASSIC CAR EXHIBITION**

Carla Bisaro, representing the Committee to Promote Superior Township (C2PST) explained C2PST's proposal to host the event during Citizen Participation.

**B. LETTER FROM CLERK DAVE PHILLIPS, USING CHENEY SCHOOL AS A VOTING PRECINCT**

Clerk Dave Phillips explained that Cheney School was closed in the spring of 2014 and the building's heating cooling and water system was winterized. In order to open the building for use as a voting precinct for the May 5, 2015 special election, the Ypsilanti Community School District will require the Township to pay for turning on the HVAC and water system and then putting it back in winter storage. The cost will be \$2,556.00. The alternative is to move the two precincts. He estimates the cost for new voter ID cards and other expenses to be about \$4,000 to \$5,000. Clerk Phillips and Board members agreed that due to the short notice and time until the May 5 special election, it is preferable to keep the two precincts at Cheney School and work to move them after the election. Voters have voted there for over 30 years and it was felt that more time would be needed to inform voters about a change in the voting precincts.

**C. LETTER FROM JOHN HUDSON, RETIREMENT AS ORDINANCE OFFICER**

John Hudson provided a letter to Township officials indicating he is retiring from the position of Superior Township Ordinance Officer effective February 27, 2015.

The motion carried by unanimous voice vote.

**9. UNFINISHED BUSINESS**

There was no unfinished business.

**10. NEW BUSINESS**

**A. RESOLUTION 2015-01, HARVEST LANE STREET LIGHTS**

Supervisor Schwartz explained that DTE has a special program to reduce the cost to convert streetlights to LED lights. The cost to convert streetlights along Harvest Lane and Wiard Road to LED lights is \$4,074.00. However, the new lights will result in lower charges for electricity and the payback will be less than three years. He is recommending the Township use the conversion as a pilot project and that the Township fund the cost of conversion to LED lights.

The following resolution was moved by McKinney, seconded by Williams:

**SUPERIOR CHARTER TOWNSHIP BOARD  
REGULAR MEETING  
JANUARY 20, 2015  
ADOPTED MINUTES  
PAGE 4**

**CHARTER TOWNSHIP OF SUPERIOR  
WASHTENAW COUNTY, MICHIGAN**

**RESOLUTION TO AUTHORIZE THE ADMINISTRATIVE STAFF OF SUPERIOR  
TOWNSHIP TO ENTER INTO A CONTRACT WITH DTE TO INSTITUTE A PILOT  
PROJECT FOR LED STREET LIGHT REPLACEMENT IN THE HARVEST LANE  
NEIGHBORHOOD  
(WASHTENAW AUTUMN SUBDIVISION)**

**RESOLUTION NUMBER: 2015-01**

**DATE: JANUARY 20, 2015**

**WHEREAS**, the Charter Township of Superior provides street lighting to residents within the urban service district of the Township by utilizing special assessment districts; and,

**WHEREAS**, the Township's street lighting districts are composed of mercury vapor lamp lighting and high pressure sodium lighting; and,

**WHEREAS**, DTE is offering a special purchasing plan to Superior Township to replace the existing mercury vapor and high pressure sodium lighting fixtures with new light emitting diode (LED) lighting fixtures; and,

**WHEREAS**, LED lighting costs significantly less to operate, is more durable and casts a cleaner light with less shadow; and,

**WHEREAS**, DTE has provided a quote for replacement of the 24 lighting fixtures attached to poles in the Washtenaw Autumn Subdivision (commonly known as Harvest Lane) from mercury vapor fixtures to new LED fixtures for the total replacement cost to the Township of \$4,074.00, and a new annual operating cost to the special assessment district in the amount of \$3,307.20, resulting in an annual operating savings to the residents of the special assessment district of \$1,451.04 (see exhibits attached); and,

**WHEREAS**, the Harvest Lane neighborhood is the lowest income neighborhood in the Township, has a relatively high crime rate and is populated with many senior citizens, making it is an ideal location to conduct a pilot project wherein Superior Township will bear the full costs of fixture replacement and evaluate the effectiveness of LED lighting,

**NOW, THEREFORE, BE IT RESOLVED** that the Superior Township administrative staff is authorized to execute any documents necessary with DTE to install LED lighting in the Harvest Lane neighborhood (Washtenaw Autumn Subdivision) to be paid from the general infrastructure fund.

**SUPERIOR CHARTER TOWNSHIP BOARD  
REGULAR MEETING  
JANUARY 20, 2015  
ADOPTED MINUTES  
PAGE 5**

**CERTIFICATION**

I, David Phillips, the duly qualified Clerk of the Charter Township of Superior, Washtenaw County, Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted at a regular meeting of the Superior Charter Township Board held on \_\_\_\_\_ and that public notices of said meeting were given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended.

\_\_\_\_\_  
David Phillips, Superior Township Clerk

Ayes: Schwartz, Phillips, McKinney, Caviston, Green, Lewis, Williams

Nays: None

Absent: None

The motion carried. The resolution was adopted.

**B. RESOLUTION 2015-02, PROSPECT PARK STREET LIGHTS**

Supervisor Schwartz explained that the Homeowners Association of Prospect Park has decided to take advantage of DTE program to convert streetlights at a reduced cost. The HOA has reached an agreement with DTE where the HOA will pay the entire amount of the conversion. DTE requires the Township's approval to complete the agreement.

The following resolution was moved by Caviston, seconded by Green:

**SUPERIOR CHARTER TOWNSHIP  
WASHTENAW COUNTY, MICHIGAN**

**A RESOLUTION TO APPROVE THE MASTER AGREEMENT  
FOR MUNICIPAL STREET LIGHTING**

**RESOLUTION NUMBER: 2015-02**

**DATE: JANUARY 20, 2015**

**WHEREAS**, the Charter Township of Superior provides street lightning to residents within the urban service district of the Township by utilizing special assessment districts; and

**SUPERIOR CHARTER TOWNSHIP BOARD  
REGULAR MEETING  
JANUARY 20, 2015  
ADOPTED MINUTES  
PAGE 6**

**WHEREAS**, The Prospect Park Condominium has requested to have modification to the two (2) lighting poles on their property; and

**WHEREAS**, DTE is offering a purchase agreement to Superior Township to replace the fixtures on the poles with LED lighting and to remove a six (6) foot arm on the pole located at Prospect and Parkview and replace it with a seventeen (17) foot arm so as to extend the light fixture over the center of the Parkview Road; and,

**WHEREAS**, Prospect Park Condominium has agreed to pay for the costs of improvement in the amount of \$1,133.80; and,

**WHEREAS**, DTE requires the Township to execute a Master Agreement for Municipal Street Lighting as attached; and,

**NOW, THEREFORE BE IT RESOLVED**, that the Superior Township administrative staff are authorized to execute any documents necessary with DTE to install LED lighting and other improvements in the Prospect Park Condominium to be paid from general infrastructure fund 101-446-920-000, streetlights.

**NOW, THEREFORE BE IT FURTHER RESOLVED**, that the Prospect Park Condominiums shall be responsible for reimbursing the Township for all costs related to the above described street lighting improvements.

Ayes: Phillips, McKinney, Caviston, Green, Lewis, Williams, Schwartz

Nays: None

Absent: None

The motion carried. The resolution was adopted.

**C. RESOLUTION 2015-03, SET EMPLOYER HCSP CONTRIBUTIONS FOR 2015**

Supervisor Schwartz explained that each fiscal year, the Township is required to approve the employer's contributions to the Health Care Savings Plan (HCSP).

The following resolution was moved by Caviston, seconded by Green:

**SUPERIOR CHARTER TOWNSHIP  
WASHTENAW COUNTY, MICHIGAN**

**SUPERIOR CHARTER TOWNSHIP BOARD  
REGULAR MEETING  
JANUARY 20, 2015  
ADOPTED MINUTES  
PAGE 7**

**JANUARY 20, 2015**

**RESOLUTION 2015-03**

**AN RESOLUTION TO SET THE RATE OF EMPLOYER CONTRIBUTION TO THE  
MERS HEALTH CARE SAVINGS PROGRAM FOR TOWNSHIP UNION AND NON-  
UNION EMPLOYEES**

WHEREAS, on March 21, 2005, the Superior Charter Township Board adopted a Resolution to participate in the MERS Health Care Savings Program (HCSP) for the benefit of the union and non-union employees of the Township; and

WHEREAS, the Township contribution to each employee was set at One Hundred (\$100.00) Dollars each month, and this amount was increased several times since then; and

WHEREAS, the MERS Plan stipulates that the Township Board review the amount of Township contribution annually; and

WHEREAS, the cost of health care for individuals is rising faster than the national inflation rate; and

WHEREAS, in 2013, a collective bargaining agreement was ratified for the Township's union employees, which requires the Township's contribution to union employees' HCSP's for 2015 be increased to \$140.00 per month; and

WHEREAS, the Township's contribution to non-union employees' HCSP's are currently \$140.00 per month; and

NOW, THEREFORE, BE IT RESOLVED, that the Superior Charter Township Board does hereby establishes that the contribution from the Township to each union and non-union employee enrolled in the MERS Health Care Savings Plan in Fiscal Year 2015 shall be One Hundred Forty (\$140.00) Dollars each month.

**CERTIFICATION**

I, David Phillips, the duly qualified Clerk of the Charter Township of Superior, Washtenaw County, Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted at a regular meeting of the Superior Charter Township Board held on .



David Phillips, Superior Township Clerk

**SUPERIOR CHARTER TOWNSHIP BOARD  
REGULAR MEETING  
JANUARY 20, 2015  
ADOPTED MINUTES  
PAGE 8**

Ayes: McKinney, Caviston, Green, Lewis, Williams, Schwartz, Phillips

Nays: None

Absent: None

The motion carried. The resolution was adopted.

**D. RESOLUTION 2015-04, SET EMPLOYEES' HCSP CONTRIBUTIONS FOR 2015**

Supervisor Schwartz explained that each fiscal year, the Township is required to approve the employees' contributions to the Health Care Savings Plan (HCSP).

The following resolution was moved by Caviston, seconded by Green:

**SUPERIOR CHARTER TOWNSHIP  
WASHTENAW COUNTY, MICHIGAN  
JANUARY 20, 2015**

**RESOLUTION 2015-04**

**A RESOLUTION TO SET THE RATE OF EMPLOYEE CONTRIBUTION TO THE  
MERS HEALTH CARE SAVINGS PROGRAM FOR NON-UNION AND UNION  
EMPLOYEES**

WHEREAS, on March 21, 2005, the Superior Charter Township Board of Trustees adopted a resolution to participate in the MERS Health Care Savings Program for the benefit of the non-union and union employees of the Township; and

WHEREAS, the MERS Plan stipulates that the Township Board review the amount of employee contribution annually for employee groups comprised of employees hired after November 1, 2011; and

WHEREAS, the non-union group of employees came to an agreement, without dissent, to request their employee contribution for the MERS HCSP for 2015 be set at 2% of regular pay only, and

WHEREAS, the union group of employees came to an agreement, without dissent, to request their employee contribution for the MERS HCSP for 2014 be set at 8% of regular, overtime and longevity/education pay, and

**SUPERIOR CHARTER TOWNSHIP BOARD  
REGULAR MEETING  
JANUARY 20, 2015  
ADOPTED MINUTES  
PAGE 9**

NOW, THEREFORE, BE IT RESOLVED that the Superior Charter Township Board does hereby approve the requested employee deduction/contribution for the MERS HCSP for 2014 for the two employee groups as follows:

- non-union group of employees contribution for the MERS HCSP for 2015 be set at 2% of regular pay only
- union group of employees contribution for the MERS HCSP for 2015 be set at 8% of regular, overtime and longevity/education pay

Ayes: McKinney, Caviston, Green, Lewis, Williams, Schwartz, Phillips

Nays: None

Absent: None

The motion carried. The resolution was adopted.

**E. RESOLUTION 2015-05, SET EMPLOYEES HCSP CONTRIBUTIONS FOR 2015**

Supervisor Schwartz explained that employees can change the amount they contribute to their Health Care Savings Plan but it must be approved by the Board.

The following resolution was moved by McKinney, seconded by Green:

**SUPERIOR CHARTER TOWNSHIP  
WASHTENAW COUNTY, MICHIGAN  
JANUARY 20, 2015**

**RESOLUTION 2015-05**

**A RESOLUTION TO AMEND THE HEALTH CARE SAVINGS PLAN  
PARTICIPATION AGREEMENTS**

At a regular meeting of the Township Board of Trustees of Superior Charter Township, Washtenaw County, Michigan, held at the Township Hall of said Township on the twentieth day of January, 2015, at 7:00 p.m. Eastern Standard Time, the following resolution was offered by \_\_\_\_\_, and supported by \_\_\_\_\_ :

WHEREAS Superior Charter Township employees are permitted to request that the Superior Charter Township Board amend their MERS Health Care Savings Plan Participation (HCSP) Agreement once per calendar year; and

**SUPERIOR CHARTER TOWNSHIP BOARD  
REGULAR MEETING  
JANUARY 20, 2015  
ADOPTED MINUTES  
PAGE 10**

WHEREAS the following employees have requested a change in the amount they contribute to their HCSP for fiscal 2015 heretofore;

**2015 HEALTH  
OPTION CHANGES**

**Non-Union**

<b>NAME</b>	<b>DIVISION NUMBER</b>		<b>2015 New Rate</b>
CALOPISIS, PAULA	<b>300515</b>	<b>Non-union Option #2</b>	<b>6.00%</b>
KUEHN, DEBORAH	<b>300509</b>	<b>Non-union Option #2</b>	<b>15.00%</b>
MAYERNIK, RICHARD	<b>300514</b>	<b>Non-union Option #3</b>	<b>3.00%</b>

NOW, THEREFORE, BE IT RESOLVED that a new MERS Health Care Savings Plan Participation Agreement be created for the above employees with the employee contribution rates for 2015 as indicated above, with all other provisions of their current existing MERS Health Care Savings Plan Participation Agreement to remain the same;

BE IT FURTHER RESOLVED that there be no change in the definition of pay eligible for the mandatory salary reduction which is currently defined as regular and overtime pay, education and longevity pay, and an option to cash 0% to 100% of benefit hours upon separation from service.

The motion carried by unanimous voice vote.

**F. UTILITY DEPARTMENT ABATE BROMLEY PARK UTILITY MAINTENANCE FEE**

In a memo date January 20, 2015, Keith Lockie, Utility Department Director, submitted a memo in which he recommended waiving the Annual Utility Maintenance Fee for the sanitary sewer system that serves the Bromley Park community in the amount of \$3,225.72. When the Bromley Park Community Development Agreement was approved, it included a requirement for the Utility Department to charge an annual assessment fee for the maintenance of a non-motorized pathway. This pathway provides access to underground utilities and a section of sewer pipe for additional cleaning. As the development became completed, the Township determined that in most years, there was no need to charge the additional assessment. At their regular meetings of

**SUPERIOR CHARTER TOWNSHIP BOARD  
REGULAR MEETING  
JANUARY 20, 2015  
ADOPTED MINUTES  
PAGE 11**

May 18, 2009 and October 19, 2009, the Township Board approved a procedure for the Board to waive the annual assessment fees, which includes the Community Association submitting a written request to have the fee waived. The Bromley Park Community Association submitted a letter dated January 12, 2015 requesting the Township Board waive the Annual Utility Maintenance Fee for 2013.

It was moved by Green, seconded by Lewis, for the Superior Township Board to waive the Bromley Park Community Association Annual Utility Access Maintenance Fee for 2015 in the amount of \$3,225.72 as indicated by the Superior Township Utility Department Invoice Number 2015-001.

The motion carried by unanimous voice vote.

**11. PAYMENT OF BILLS**

It was moved by Caviston, seconded by Lewis, that the bills be paid as submitted in the following amounts: Fire - \$3,890.00. Further, that the Record of Disbursements be received.

The motion carried by a unanimous voice vote.

**12. PLEAS AND PETITION**

There were none.

**13. ADJOURNMENT**

It was moved by Green, seconded by Caviston, that the meeting be adjourned. The motion carried by a voice vote and the meeting adjourned at 7:40 p.m. .

Respectfully submitted,

David Phillips, Clerk

Kenneth Schwartz, Supervisor