

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MARCH 21, 2016
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 March 21, 2016, 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, Nancy Caviston, and Alex Williams. Treasurer McKinney and Trustees Green and Lewis were absent.

4. ADOPTION OF AGENDA

It was moved by Caviston seconded by Williams, to adopt the agenda with the additions Washtenaw County Parks Acquisition of 53 acres in Section 33 under Presentations and Closed Session to Discuss Redwood Rezoning under item b. of Unfinished Business.

The motion carried by unanimous voice vote.

5. APPROVAL OF MINUTES

A. REGULAR MEETING OF FEBRUARY 16, 2016

It was moved by Caviston, seconded by Williams, to approve the minutes of the regular Board meeting of February 16, 2016, as presented.

The motion carried by a unanimous voice vote.

6. CITIZEN PARTICIPATION

A. CITIZEN COMMENTS

Martha Kern-Boprie explained that the Parks Commission recommended the candidate for the vacant Parks Commissioner position without interviews. She requested that the Board defer action on the appointment until after the Parks Commission interviews both candidates.

Tracey Pitt, W. Avondale, inquired if the Valbridge study is going to be discussed tonight. Supervisor Schwartz replied that it has not yet been completed.

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MARCH 21, 2016
ADOPTED MINUTES
PAGE 2**

Kathleen Hubbs, Kenwyck Dr., inquired if the Valbridge study is going to be made public.

Lynn Rose, President of the Lakeview Condo Owners Association inquired about drivers speeding down Berkshire and repairs to the public portion of Lakeview Drive.

Supervisor Schwartz indicated that April's Board meeting may be moved from April 18 to April 19 or 20.

Albertine Baker, who resides in the Bromley Condos, said she supports the Redwood Apartment Proposal as finishing Phase 2 will benefit the condos by adding more fees.

Ken Hubbs, Kenwyck Dr., inquired about removing dead trees along the Geddes Road that may fall in the road.

7. PRESENTATIONS

A. WASHTENAW COUNTY PARKS AND RECREATION

Jack Smiley of the Southeast Michigan Land Conservancy (SLMC) and Tom Freeman, Washtenaw County Parks, made a presentation to the Board about the County Parks purchasing 53 acres from the SLMC for use as a passive recreation park. Parks and Recreation found the property to be high quality for preservation and hope to add soft walking trails that may connect to other walking trails in the area. Board members had questions and comments. Clerk Phillips indicated that he felt it was important for the Township to retain the easement for the sewer line through the property as it is an important link to provide sewer service to Prospect Pointe and the former Meadows subdivision and other lands planned for development in the area. The sewer line is not needed now but may be needed in the future. Tom Freeman indicated that the County is aware of the easement and intends to preserve the easement.

8. REPORTS

A. SUPERVISOR REPORT

Supervisor Schwartz reported on the following: Last Wednesday, the Township and the Attorney General obtained judgments against the Fairfax Manor, 1900 N. Prospect Road, assisted living facility. The judgments will require buildings 1, 2 and 3 to be vacated and cannot be reopened and operated unless properly licensed by the State. The current owner is prohibited from obtaining a license for a period of five years. The building must be repaired, be inspected by the Township and comply with all building codes. The Township engineers completed a feasibility

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MARCH 21, 2016
ADOPTED MINUTES
PAGE 3**

study on the proposed new fire station No. 2 at Geddes and Prospect. Board members will be provided with a copy of the study. There are two drain issues in the Township. There was a Board of Determination on the Geddes Ridge drain district. There is a meeting with the Water Resources Commission on March 22, 2016. There is expected to be a levy of about \$200 per year for 10 years for each of the 153 homes in Geddes Ridge. There was also a Board of Determination on the Bazely Foster drain district with an expected one-time levy of about \$18.00 for each of the homes in the district. The Township acquired two homes in the Harvest Lane subdivision from the County Tax sale. Both have been sold to the Habitat for Humanity, who completed the renovation on them. The Humane Society has requested the Township contribute \$66,000 towards the operation of the shelter. Woodside subdivision has been purchased by investors. A home builder has expressed an interest in purchasing the remaining lots from the investor and finishing the remaining 40 homes in Phase 1 and 90 homes in Phase 2. Supervisor Schwartz and Treasurer McKinney made a presentation to CTAP and requested \$10,000 for tree removal and signage, which requires a \$2,500 match from the Township. Supervisor Schwartz indicated that due to scheduling conflicts, he may reschedule the April 18 Board meeting until April 19 or April 20.

B. DEPARTMENT REPORTS: BUILDING DEPARTMENT, FIRE DEPARTMENT, ORDINANCE OFFICER REPORT, PARK COMMISSION MINUTES, SHERIFF'S REPORT, UTILITY DEPARTMENT

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

The motion carried by unanimous voice vote.

8. COMMUNICATIONS

A. ELLEN KURATH, CALCIUM CHLORIDE DUST CONTROL

Ellen Kurath provided a letter to the Board in which she recommended the Township use calcium chloride instead of brine for dust control.

It was moved by Caviston, seconded by Williams, for the Board to receive Ellen Kurath's communication.

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MARCH 21, 2016
ADOPTED MINUTES
PAGE 4**

9. UNFINISHED BUSINESS

**A. RESOLUTION 2016-01, ORDINANCE NO. 190, ADOPTION OF THE 2012
INTERNATIONAL FIRE CODE**

Clerk Phillips indicated that no comments were received since the first reading of the ordinance and the draft ordinance has not changed from the first reading.

Supervisor Schwartz explained that it was necessary for the Township to adopt and operate under the 2012 International Fire Code.

It was moved by Caviston, seconded by Williams, for the Board to approve the following resolution:

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

RESOLUTION ESTABLISHING ORDINANCE NO: 190

Fire Prevention Code of the Charter Township of Superior

Resolution Number: 2016-01

Date: February 16, 2016

WHEREAS, the Charter Township of Superior is currently operating under Superior Township Ordinance 154, the “Fire Prevention Code of the Charter Township of Superior, Ordinance No. 154”, passed by the Superior Township Board of Trustees October 15, 2001; and,

WHEREAS, fire science is an ever evolving subject with amendments and new procedures being adopted as public policy from time to time; and,

WHEREAS, the International Fire Code was updated and modified in 2012 as new rules and procedures were promulgated by the International Code Council thus requiring the repeal and replacement of inconsistent township ordinances thereof.

NOW THEREFORE, BE IT RESOLVED that the Superior Township Board of Trustees hereby introduces Ordinance 190 which shall be known as the “Fire Prevention Code of the Charter Township of Superior”.

BE IT FURTHER RESOLVED that upon final approval and adoption, Superior Township Ordinance 154, effective October 15, 2001, is hereby repealed.

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MARCH 21, 2016
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

The motion carried by a unanimous voice vote

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

ORDINANCE NUMBER 190

ORDINANCE FOR THE ADOPTION OF THE 2012 INTERNATIONAL FIRE CODE

AN ORDINANCE ADOPTING THE 2012 EDITION OF THE INTERNATIONAL FIRE CODE, REGULATING AND GOVERNING THE SAFEGUARDING OF LIFE AND PROPERTY FROM FIRE AND EXPLOSION HAZARDS ARISING FROM THE STORAGE, HANDLING AND USE OF HAZARDOUS SUBSTANCES, MATERIALS AND DEVICES, AND FROM CONDITIONS HAZARDOUS TO LIFE OR PROPERTY IN THE OCCUPANCY OF BUILDINGS AND PREMISES IN THE CHARTER TOWNSHIP OF SUPERIOR, WASHTENAW COUNTY; MICHIGAN, PROVIDING FOR THE ISSUANCE OF PERMITS FOR HAZARDOUS USES OR OPERATIONS, REPEALING ORDINANCE NUMBER 154 OF SUPERIOR CHARTER TOWNSHIP AND ALL OTHER ORDINANCES AND PARTS OF THE ORDINANCES IN CONFLICT THEREWITH.

THE CHARTER TOWNSHIP OF SUPERIOR WASHTENAW COUNTY, MICHIGAN ORDAINS:

Section 190.01. Short Title

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MARCH 21, 2016
ADOPTED MINUTES
PAGE 6**

This Ordinance shall be known and may be cited as the "Fire Prevention Code of the Charter Township of Superior."

Section 190.02. Adoption of Fire Prevention Code

The International Fire Code, 2012 Edition, including Appendix Chapters A, B, C, D, E and G, (see International Fire Code Section 101.2.1, 2012 edition) as published by the International Code Council, is hereby adopted by reference as an ordinance of the Charter Township of Superior, with the additions, insertions and changes as hereafter provided in Section 190.03; and each and all of the regulations, provisions, conditions, and terms of such International Fire Code are hereby referred to, adopted and made a part hereof as if fully set out in this Ordinance. At least three (3) copies on file in the offices of the Charter Township of Superior,

Section 190.03. Changes in Code

That the following sections are hereby revised:

- (A) **Section 101.1 Title.** These regulations shall be known as the Fire Code of Charter Township of Superior, hereinafter referred to as "this code."
- (B) **Section 109.4 Violation penalties.** Persons who shall violate a provision of this code or shall fail to comply with any of the requirements thereof or who shall erect, install, alter, repair or do work in violation of the approved construction documents or directive of the fire code official, or of a permit or certificate used under provisions of this code, shall be responsible for a municipal civil infraction, punishable by a fine of not more than five hundred dollars (\$500). Each day that a violation continues after due notice has been served shall be deemed a separate offense.
- (C) **Section 111.4. Failure to comply.** Any person who shall continue any work after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be liable to a fine of not less than one hundred dollars (\$100) or more than five hundred dollars (\$500).

Section 190.04. Geographic Limits

The geographic limits referred to in certain sections of the 2012 International Fire Code are hereby established as follows:

- (A) **Section 5704.2.9.6.1** (geographic limits in which the storage of Class I and Class II liquids in above-ground tanks outside of buildings is prohibited): within any residential zoning district in the township, or any non-agricultural zoned lot upon which a dwelling is located
- (B) **Section 5706.2.4.4** (geographic limits in which the storage of Class I and Class II

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MARCH 21, 2016
ADOPTED MINUTES
PAGE 7**

liquids in above-ground tanks is prohibited): within any residential zoning district in the township, or any non-agricultural zoned lot upon which a dwelling is located

(C) **Section 5806.2** (geographic limits in which the storage of flammable cryogenic fluids in stationary containers is prohibited): within any residential zoning district in the township, or any non-agricultural zoned lot upon which a dwelling is located

(D) **Section 6104.2** (geographic limits in which the storage of liquefied petroleum gas is restricted for the protection of heavily populated or congested areas): within any residential zoning district in the township, or any non-agricultural zoned lot upon which a dwelling is located

Section 190.05. Inconsistent Ordinances Repealed

All ordinances adopting the prior versions of the International Fire Code are repealed, including without limitation Ordinances 131 and 154, and all other ordinances or parts of ordinances in conflict herewith are hereby repealed.

Section 190.06. Saving clause

(A) That if any section, subsection, sentence, clause or phrase of this ordinance is, for any reason, held to be unconstitutional, such decision shall not affect the validity of the remaining portions of this ordinance. The Township Board hereby declares that it would have passed this ordinance, and each section, subsection, clause or phrase thereof, irrespective of the fact that anyone or more sections, subsections, sentences, clauses and phrases be declared unconstitutional.

(B) That nothing in this Ordinance or in the International Fire Code hereby adopted shall be construed to affect any suit or proceeding impending in any court, or any rights acquired, or liability incurred, or any cause or causes of action acquired or existing, under any act or ordinances hereby repealed as cited in Section 2 of this Ordinance; nor shall any just or legal right or remedy of any character be lost, impaired or affected by this Ordinance.

Section 190.07. Effective Date; Publication

This Ordinance shall be published in the Ann Arbor News, a newspaper having general circulation in said Township and shall become effective thirty (30) days after publication.

YEAS: Schwartz, Phillips, Caviston, Williams

NAYS: None

ABSENT: McKinney, Green, Lewis

Ordinance Declared Adopted on March 21, 2016.

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MARCH 21, 2016
ADOPTED MINUTES
PAGE 8**

Kenneth Schwartz
Township Supervisor

CERTIFICATE OF ADOPTION AND PUBLICATION

I, David Phillips, the duly elected Clerk of the Charter Township of Superior, certify that the foregoing ordinance is a true and correct copy of the ordinance enacted by the Township Board of the Charter Township of Superior on March 21, 2016 and published in a newspaper, circulated in the Charter Township of Superior on _____, 2016.

David Phillips, Clerk
Charter Township of Superior

B. ORDINANCE 174-18, SUTTON RIDGE – REDWOOD ACQUISITION LLC, AREA PLAN AMENDMENT

Supervisor Schwartz indicated that the Board was going to go into closed session and that the Board was not going to take any action on the Ordinance.

It was moved by Caviston, seconded by Williams to postpone action on Ordinance 174-18 until the Board's regularly scheduled meeting of April 18, 2016.

CLOSED SESSION TO DISCUSS SUTTON RIDGE-REDWOOD REZONING

It was moved by Caviston, seconded by Williams, for the Board to go into closed session to meet with the Township Attorney to discuss the Redwood rezoning

Ayes: Schwartz, Phillips, Caviston, Williams

Nays: None

Absent: Caviston, McKinney, Green

The motion carried. At 8:05 p.m., the Board exited the Board Room to go into closed session.

The Board returned to the Board Room at 8:35 p.m.

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MARCH 21, 2016
ADOPTED MINUTES
PAGE 9**

It was moved by Caviston, seconded by Williams, for the Board to return to open session.

Ayes: Phillips Caviston, Williams, Schwartz

Nays: None

Absent: Green, Lewis, McKinney

The motion carried. The Board returned to open session at 8:37 p.m.

It was moved by Caviston, seconded by Williams, for the Board to approve the minutes of the closed session, which were discussed for approval during the closed session.

The motion carried by unanimous voice vote.

10. NEW BUSINESS

A. PARKS AND RECREATION COMMISSIONER APPOINTMENT

It was moved by Williams, seconded by Caviston, for the Board to send the recommendation back to the Parks Commission.

The motion carried by unanimous voice vote.

B. PARKS AND RECREATION BUILDING HEALTHY COMMUNITIES GRANT

Parks Director Juan Bradford provided a letter to the Board and made a short presentation about the Building Healthy Communities Grant. The Parks Department has been approved by Michigan Parks and Recreation Association for \$24,000 for improvements to Fireman's Park and \$10,000 to hire staff to operate a wellness program. The program will provide fun, fitness and games for youth and walking for adults. There is no match required for this grant. The Parks Commission is requesting the Township Board's support of the grant prior to their acceptance of the grant.

It was moved by Williams, seconded by Caviston, for the Board to support the decision for the Parks Department to accept the MParks grant for the COAP and WWE programs.

The motion carried by unanimous voice vote.

C. RESOLUTION 2016-03, FEES PERTAINING TO ZONING ORDINANCE

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MARCH 21, 2016
ADOPTED MINUTES
PAGE 10**

Clerk Phillips provided a memo to the Board and explained the process for collecting application fees and escrow fees when an applicant applies for actions pertaining to the zoning ordinance. He indicated that the process has been cumbersome and inefficient. A number of years ago some of the applicants generated considerable costs to the Township for planning and engineering review fees and then disappeared. The Township lost thousands of dollars on these accounts. The proposed amendment attempts to prevent this from happening again by requiring increased escrow deposits and that the applicant maintain a minimum amount of escrow. Escrow deposits are pass-through costs and any monies not used are returned to the applicant.

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

SUPERIOR CHARTER TOWNSHIP
Washtenaw County, Michigan

**A Resolution to Amend Fees Pertaining to the
Superior Charter Township Zoning Ordinance
March 21, 2016
Resolution 2016-03**

WHEREAS, this Board is authorized by the Zoning Ordinance of the Charter Township of Superior to set fees by resolution for various matters arising in the course of administration of the Zoning Ordinance to defray the cost of processing and evaluating applications, permits and requests; and

WHEREAS, this Board has reviewed the fees previously in effect and has found that they are in need of revision; and

LET IT THEREFORE BE RESOLVED that the Charter Township of Superior, Washtenaw County, Michigan, does hereby amend the fee schedule adopted on January 19, 2010, for

1. APPLICATION FEE REQUIRED

An application fee is required to cover the fixed costs and expenses incurred by the Township for processing of applications for planning review, engineering review, construction inspection and other actions as applicable. These fees are used to cover costs such as 1) The cost of the Planning Commission meetings; 2) Mailing and publication of notices; 3) Maintain the accounting of and processing payments to professionals and consultants; 4) In-house staff time for review of plans, development agreements, performance guarantees, etc.

Application fees are non-refundable.

2. ESCROW ACCOUNT ESTABLISHED

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MARCH 21, 2016
ADOPTED MINUTES
PAGE 11**

An escrow fund shall be established whenever an application is submitted. Escrow funds are used to defray anticipated variable costs and expenses incurred by the Township where professional input, study or review is desired before a final decision is made. This includes the Township consultants’ engineering, planning, legal reviews and other costs as appropriate. All escrow funds shall be deposited in a non-interest bearing account and are refundable if they are not used.

3. ADDITIONAL DEPOSITS TO ESCROW FUND REQUIRED

Whenever the escrow account falls below a specific level, the applicant will be notified in writing and requested to submit additional escrow. For projects that require a minimum escrow deposit of \$2,500, if the escrow falls below \$1,000, the applicant will be required to deposit a minimum of \$2,500 plus an additional application fee. For projects at the engineering review stage or the construction inspection stage, if the escrow falls below \$5,000, the applicant will be required to deposit \$5,000 plus an additional application fee. If the deposit is not made in a timely manner, the Township may stop further reviews and Township work on the project until the requested deposit is made (See Superior Township Zoning Ordinance Section 1.12, B, 3, b). Any account balance remaining upon completion of the project and acceptance of the record plans will be returned to the applicant.

4. APPLICATION FEES AND MINIMUM ESCROW DEPOSITS REQUIRED

The following fees and minimum escrow deposits shall be paid by the petitioner to the Superior Charter Township Treasurer at the time of submittal of an application for each of the following. The Township may reduce or waive the escrow deposit and/or the application fee if it determines the project will require minimal review or application work.

Planning Commission Review	Escrow Deposit	Application Fee	Total
Area Plan/Rezoning for Special District*	\$5,000	\$900	\$4,400
Site Plan – Preliminary	\$5,000	\$900	\$4,400
Site Plan – Final	\$5,000	\$900	\$4,400
Site Plan – Revised	\$2,500	\$300	\$1,400
Major/Minor Change Determination by the PC	\$2,500	NA	\$ 500
Minor Site Plan Review	\$2,500	\$100	\$1,500

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MARCH 21, 2016
ADOPTED MINUTES
PAGE 12**

Application Review	\$2,500	NA	\$1,500
Extension of Site Plan	\$2,500	NA	\$1,500
Rezoning Petition, Other than a Special District	\$2,000	\$500	\$1,500
Conditional Use Permit	\$2,500	\$500	\$1,500
Additional escrow when required	Either \$2,500 or \$5,000	\$100 for each \$2,500 of added escrow	\$2,600
Zoning reviews for new homes, additions, agricultural buildings, property divisions and re-descriptions	\$2,500 if there is a need for consultant review	\$50	\$50 or \$1,050

*Includes Major Change Amendments to previously approved Area Plans

Engineering Review	Escrow Deposit	Application fee
At the time of submittal of detailed construction plans, specifications, and detailed estimates of total costs of the proposed construction and improvements, the applicant shall make a deposit in the project escrow account.		
Residential	1 ½% of project cost plus \$1 per du	\$500
Non-residential	1 ½ % of project cost plus \$1 per 1,500 s.f. of bldg. size	\$500
Additional escrow when required	\$5,000 minimum	\$200 for each added \$5,000

Engineering Inspection	Escrow Deposit	Application fee
-------------------------------	-----------------------	------------------------

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MARCH 21, 2016
ADOPTED MINUTES
PAGE 13**

<p>The review escrow shall cover the costs of actual engineering inspection and any application engineering time incurred by the Township’s engineers in association with the project.</p> <p>The extent of inspection and field engineering required may be determined by the Township’s engineer based upon the contractor’s performance and the applicant’s engineering involvement. The costs associated with any field design changes, reviews, evaluations or interpretations of the plans due to discrepancies evolving from the construction operation shall be deducted from the inspection escrow accounts.</p>	<p>Established by Township Engineer</p>	<p>\$500</p>
<p>Additional deposit to escrow account</p>	<p>\$5,000 minimum</p>	<p>\$200 for each added \$5,000</p>

5. MISCELLANEOUS FEES

A ZONING BOARD OF APPEALS PETITION

At the time of filing an appeal to the Zoning Board of Appeals, application fees shall be paid by the petitioner to the Superior Charter Township Treasurer as follows: Appeals brought by the owner of a single-family dwelling and involving a variance request regarding “Density and Height Regulations” for one such dwelling: \$175.00. Any other appeal: \$500.00. The Township may require the applicant establish an escrow account when the Township determines review is required by the planner, engineer, attorney or other consultants. The amount of escrow shall be determined by the Township but shall be a minimum of \$1,500. As with all escrow funds, any monies not used shall be returned to the applicant.

B. SPECIAL MEETING OF THE TOWNSHIP BOARD

At the time of filing a request with the Township Clerk for a special meeting of the Township Board, an application fee of \$600.00 shall be paid by the requester to the Superior Charter Township Treasurer. If the Board determines for any reason that special meeting cannot be held, \$450.00 of the \$600.00 application fee shall be refunded, with the remaining portion of the fee to be retained by the Township for application costs.

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MARCH 21, 2016
ADOPTED MINUTES
PAGE 14**

C. SPECIAL MEETING OF THE TOWNSHIP PLANNING COMMISSION

At the time of filing a request with the Township Clerk for a special meeting of the Township Planning Commission, an application fee of \$750.00 shall be paid by the requester to the Superior Charter Township Treasurer. If the Planning Commission determines for any reason the special meeting cannot be held, \$650.00 of the \$750.00 application fee shall be refunded, with the remaining portion of the fee to be retained by the Township for application costs.

D. PRE-APPLICATION CONSULTANT MEETING

At the time of scheduling a pre-application meeting with the Township Planner, an application fee of \$100.00 shall be paid by the applicant to the Superior Charter Township Treasurer. If additional meetings are requested, an additional application fee of \$75.00 per meeting shall be paid.

E. PRE-APPLICATION REVIEW

Before an application for rezoning, conditional use or site plan review is filed, the petitioner may request a pre-application review by the Township's planner and/or engineer. An application fee of \$500.00 shall be paid by the applicant to the Superior Charter Township Treasurer before such a review is undertaken.

F. TOWNSHIP ADMINISTRATION

The Township shall maintain accurate accounting records of all funds received and all funds expended. Upon request by the applicant, the Township shall provide a statement of all funds received and expended.

G. PUBLICATION AND EFFECTIVE DATES

This resolution and fee schedule shall become effective immediately upon publication in MLive's Ann Arbor edition, aka, the Ann Arbor News, a newspaper of general circulation within the Township on 2016.

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 March 21, 2016

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MARCH 21, 2016
ADOPTED MINUTES
PAGE 15**

and that public notices of said meeting were given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended.

The motion carried by unanimous voice vote and the resolution was adopted.

D. RESOLUTION 2016-04, SALARY INCREASE FOR ELECTION WORKERS

Clerk Phillips presented a memo to the Board and explained that he is having difficulty recruiting election workers. He has surveyed nearby communities and the proposed salary increases will be comparable with the other communities.

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

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

**RESOLUTION TO INCREASE THE SALARIES FOR SUPERIOR TOWNSHIP
ELECTION WORKERS**

Resolution Number: 2016-04

Date: March 21, 2016

WHEREAS, as required by law, the Clerk of the Charter Township of Superior Township is responsible to conduct elections; and,

WHEREAS, in order to properly conduct elections it is essential to hire qualified and competent election workers; and,

WHEREAS, election workers in Superior Township are currently paid \$10.00 per hour and chairpersons are paid \$12.00 per hour; and,

WHEREAS, the Clerk of Superior Township has surveyed other communities in the area and determined the proposed salary increase is commensurate with what other communities are already paying their election workers; and,

WHEREAS, since the enactment of the election consolidation law (PA 298 of 2003), there are fewer elections per year, which results in reduced annual salary costs to conduct elections; and

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MARCH 21, 2016
ADOPTED MINUTES
PAGE 16**

WHEREAS, salaries for election workers are funded by GL 101-191-703.000, which was budgeted for \$20,000 for FY2016 and to date, about \$6,000 has been expended from this activity and there are adequate funds in the budget to pay for the proposed salary increase; and

NOW THEREFORE, BE IT RESOLVED, that the Superior Township Board of Trustees hereby approves increasing the salaries to \$11.00 per hour for an election worker, \$12.00 per hour for a co-chair and \$13.00 per hour for a chairperson, effective immediately.

The motion carried by unanimous voice vote. The resolution was adopted.

E. FIRE STATION NO. 1 LIGHT REPLACEMENT

Fire Chief Chevrette was present and provided a proposal from A & N Electric to replace indoor can lighting in the day room and sleeping room of Fire Station No. 1 at a cost of \$5,669.28.

He said the lights were part of a larger lighting upgrade that was never completed.

It was moved by Caviston, seconded by Williams, for the Board to approve the proposal from A & N Electric to replace indoor can lighting in the day room and sleeping room of Fire Station No. 1 at a cost not to exceed \$5,669.28.

The motion carried by unanimous voice vote.

F. RESOLUTION 2015-05 PRESERVATION OF 53 ACRES IN SECTION 33

Board member discussed the issue.

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

**SUPERIOR CHARTER TOWNSHIP
WASHTENAW COUNTY, MICHIGAN**

**A RESOLUTION OF SUPPORT FOR THE COUNTY PARKS NATURAL AREA
PRESERVATION PROGRAM ACQUISITION OF 53 ACRES IN SECTION 33**

Resolution Number: 2016-05

Date: March 21, 2016

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MARCH 21, 2016
ADOPTED MINUTES
PAGE 17**

WHEREAS, In an email communication the Washtenaw County Parks and Recreation Commission indicated that it was interested in acquiring in fee a 53 acre parcel in section 33 through their Natural Areas Preservation Program (NAPP).

WHEREAS, the parcel is located at 325 E. Clark Road (J-10-33-400-029) in section 33 and contains old growth forest, steep slopes, wetlands, remnant prairie habitat and a stream corridor which runs through the property and connects to the LeFurge Woods Nature Preserve to the north; and,

WHEREAS, The Superior Township Parks Commission voted to support and recommend County acquisition of this property at their meeting held on February 22, 2016; and,

WHEREAS, plans include establishing a trail to connect to the Superior Greenway Nature Trail which leads to Township Hall, with a possible connection to the County's Border-to-Border Trail; and,

WHEREAS, township utility easements on the property would remain in effect for potential future water and sewer lines; and,

WHEREAS, Washtenaw County Ordinance No. 128 requires that properties considered for acquisition through the NAPP be reviewed by the local unit of government.

WHEREAS, without being specific to location, the Washtenaw County Parks and Recreation Commission will make available in the future a small area of land along Clark Road to relocate an existing sanitary pump station. The area to be determined by the mutual consent of the Washtenaw County Parks and Recreation Commission and Superior Township; and,

WHEREAS, the Washtenaw County Parks and Recreation Commission and Superior Township agree to rezone the property from Planned community (PC) to Recreation/Conservation (RC).

THEREFORE, the Superior Township Board agrees that the 53-acre parcel at 325 E. Clark Road, identified in the Washtenaw County Parks and Recreation Commission communication dated January 20, 2016, is suitable for acquisition and preservation through the Washtenaw County Natural Areas Preservation program. The Board further agrees that the parcel contains significant natural features and would encourage the extension of trails from the Border-to-Border Trail to the Superior Greenway and the dedication of a small parcel of land to relocate an existing pump sanitary station.

The motion carried by unanimous voice vote. The resolution was adopted.

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MARCH 21, 2016
ADOPTED MINUTES
PAGE 18**

G. BROMLEY PARK REQUEST TO WAIVE UTILITY MAINTENANCE FEE

The Development Agreement for the Bromley Park contains a provision for the community association to be responsible for an annual utility maintenance fee to cover the cost of additional maintenance to the sewer system and maintenance path. The Township enacted a procedure for the community association to request that the Township waive the fee.

In a letter dated February 18, 2015, the community association requested the Township waive the fee in the amount of \$3,224.43.

It was move by Caviston, seconded by Williams that the Board waive the Bromley Park utility maintenance fee for 2016 in the amount of \$3,224.43.

The motion carried by unanimous voice vote.

H. RESOLUTION OF SUPPORT ROBERT TETENS FOR ROBERT TETENS BY APPOINTED WASHTENAW COUNTY ADMINISTRATOR

Supervisor Schwartz explained that the County has been conducting the hiring process for a County Administrator for over a year. Although they have an acting-administrator, he feels that the County needs to have person appointed to the position because there is business that needs to be attended to. He recommends the County appoint Robert Tetens to the position.

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

SUPERIOR CHARTER TOWNSHIP

WASHTENAW COUNTY, MICHIGAN

**A RESOLUTION OF SUPPORT FOR ROBERT TETENS TO BE APPOINTED
WASHTENAW COUNTY ADMINISTRATOR**

WHEREAS, Washtenaw County has been served by several sound county administrators for many years; and,

WHEREAS, the former Washtenaw county administrator, Verna McDaniel, announced her retirement in May of 2105, and retired in January 2016; and,

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MARCH 21, 2016
ADOPTED MINUTES
PAGE 19**

WHEREAS, Gregory Dill has been appointed interim county administrator pending the appointment of a new county administrator by the Washtenaw County Board of Commissioners; and,

WHEREAS, Washtenaw County Board of Commissioners has been searching for over 10 months for a replacement county administrator; and,

WHEREAS, the candidates have been pared down to two (2) individuals Robert Tetens and Muddasar Tawakkul; and,

WHEREAS, both candidates are outstanding persons with impressive backgrounds; however, the Superior Township Board believes that Robert Tetens deserves the honor of serving as the next county administrator for the following reasons:

1. Robert Tetens is very experienced with the entire spectrum of Washtenaw County affairs.
2. Robert Tetens has a long history of living and working in Washtenaw County.
3. Robert Tetens has been an elected official and understands the demands of elective office.
4. Robert Tetens is enormously respected by a diversity of individuals and organizations within the county and state.
5. Robert Tetens has the judgment, temperament and knowledge to succeed from his first day in office.
6. Robert Tetens has worked with supervisory and union personnel, understands the management/labor issues inherent with the position.
7. Robert Tetens has managed a large portfolio of land and facilities. He has shown special attention to areas in the county in need of county recreational services; and,

WHEREAS, many important issues are pending between townships, cities, villages and school districts with Washtenaw County which need the attention of a fulltime administrator necessitating an immediate appointment without further delay.

NOW THEREFORE, the Superior Township Board hereby supports the appointment of Robert Tetens as the next Washtenaw County Administrator at the Washtenaw County Board of Commissioners earliest convenience.

The motion was approved by unanimous voice vote. The resolution was adopted.

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MARCH 21, 2016
ADOPTED MINUTES
PAGE 20**

12. PAYMENT OF BILLS

There were no Bills for Payment. It was moved by Caviston, seconded by Green, that the Record of Disbursements be received.

The motion carried by a unanimous voice vote

13. PLEAS AND PETITION

There were no pleas or petitions.

14. ADJOURNMENT

It was moved by Green, seconded by Lewis, that the meeting be adjourned. The motion carried by a voice vote and the meeting adjourned at 9:20 pm.

Respectfully submitted,

David Phillips, Clerk

Kenneth Schwartz, Supervisor