

**SUPERIOR CHARTER TOWNSHIP BOARD  
REGULAR MEETING  
SEPTEMBER 19, 2016  
ADOPTED MINUTES  
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**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 September 19, 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, Brenda McKinney, Nancy Caviston, Rodrick Green, Lisa Lewis and Alex Williams. .

**4. ADOPTION OF AGENDA**

It was moved by Green seconded by Caviston to adopt the agenda as presented.

The motion carried by unanimous voice vote.

**5. APPROVAL OF MINUTES**

**A. REGULAR MEETING OF AUGUST 15, 2016**

It was moved by Green, seconded by Caviston, to approve the minutes of the regular Board meeting of August 15, 2016 as presented.

The motion carried by a unanimous voice vote.

**B. SPECIAL MEETING OF AUGUST 31, 2016**

It was moved by Lewis, seconded by Caviston, to approve the minutes of the special Board meeting of August 31, 2016 as presented.

The motion carried by a unanimous voice vote.

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**6. CITIZEN PARTICIPATION**

**A. CITIZEN COMMENTS**

Former Superior Township Supervisor William McFarlane explained the Board about the success of the PA 283 funded road improvement projects over the past two years. He recommended support of the proposed county-wide millage for road improvements to that the work could continue. He congratulated David Phillips on retiring from the Clerk position and said he did a good job.

Roy Townsend, Director of the Washtenaw County Road Commission, explained the road projects completed by the PA 283 funds in 2014 and 2015 in Superior Township. He said the millage proposal on the ballot will cost the average home about \$35.00 per year. He said proposal will require 20% of the funds to be spent on non-motorized trails. He explained the funding increase from the gas tax but said the funds were inadequate for many years and it will take many years and more funds to complete needed improvements.

Angela Davis, candidate for Washtenaw County Community College Board introduced herself

Dan Smith, Washtenaw County Commissioner of District 6, provided an update on the County Board's hiring of a County Executive.

Trustee Nancy Caviston, congratulated firefighter Chris Wiggins for being named "Outstanding Firefighter of the Year" by the Washtenaw 100 Club.

Trustee Lisa Lewis thanked the voters for re-electing the same Board members and thanked Brenda McKinney for her help with campaigning.

**7. PRESENTATIONS**

**A. LISA HOENIG, YPSILANTI DISTRICT LIBRARY**

Lisa Hoenig, Director of the Ypsilanti District Library, said she has been a resident of Superior Township for 21 years and the Director of the Ypsilanti District Library for one year. She made a presentation to the Board about the many programs and services offered by the library. She said the Library Board is working on the strategic plan and that it should be completed in November.

**8. REPORTS**

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**A. SUPERVISOR REPORT**

Supervisor Schwartz reported on the following: 1. Fairfax Manor is closing on October 3, 2016 and that all residents will have to be moved from the facility by then. He said the roof is still in need of repair and replacement, the lawn has not been cut and it does not appear that there have been any improvements or repairs made to the facility. The Township Attorney is reviewing the Order from the court to determine if any enforcement by the Court or Township is necessary. 2. Supervisor Schwartz met with Water Resources Commissioner Evan Pratt about installing rain gardens along MacArthur Boulevard. 3. The Parks Commission and the Superior Land Preservation Society has been working to raise funds to plant a tree in honor of former Parks Commissioner Chair Jan Berry. Eric and Vivian Ellsworth donated \$350. It is expected that the Township will cover the rest of the cost to purchase and plant a tree on Township Hall property. 4. The mill and overlay on a portion of Geddes Road is complete. The road just needs to be stripped. The other road paving projects are expected to start soon. 5. Deborah Kuehn is retiring on October 14. There is a resolution on the agenda for the Board to authorize the Supervisor to hire a replacement. 6. The realtor for the parcel on the corner of Prospect and Clark has been contacted and requested they clean-up the corner.

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

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

The motion carried by unanimous voice vote.

**C. UTILITY DEPARTMENT FINANCIALS, PERIOD ENDING JUNE 30, 2016**

It was moved by McKinney, seconded by Green, that the Superior Township Board receive the report.

The motion carried by unanimous voice vote.

**D. CONTROLLER REPORT, BUDGET, 1<sup>ST</sup> AND 2<sup>ND</sup> QUARTER 2016**

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Clerk Phillips commented that some of the expenses, Maintenance Facility, Lift & Booster Station and Other Expenses, were running above budget and may require budget amendments.

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

The motion carried by unanimous voice vote

**8. COMMUNICATIONS**

There were none.

**9. UNFINISHED BUSINESS**

There was none.

**10. NEW BUSINESS**

**A. RESOLUTION 2016-16, PHRAGMITES AUSTRALIS**

Marion Morris, Chairperson of the Parks and Recreation Department spoke about the arrival and spread of this invasive species. She said it takes over areas, chokes out all other vegetation, makes it uninhabitable for wildlife and alters the ecosystem of the wetlands and other areas it flourishes in.

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

**SUPERIOR CHARTER TOWNSHIP  
WASHTENAW COUNTY, MICHIGAN  
A RESOLUTION AUTHORIZING THE MONITORING AND MANAGEMENT OF  
PHRAGMITES AUSTRALIS  
RESOLUTION 2016-16**

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**SEPTMEBER 19, 2016**

WHEREAS, Phragmites australis is an invasive, aggressive, non-native plant that is infesting the wetlands, marshes, roadside ditches and other low, wet areas of Superior Charter Township; and

WHEREAS, it is a monoculture plant which displaces desirable native plant species, and

WHEREAS, Phragmites australis reduces wildlife habitat resulting in loss of food, shelter, and nesting sites for birds, amphibians, and small animals, and

WHEREAS, Phragmites australis dries marsh and wetland soils, takes up subsurface groundwater and leaves a solid, dense stand of nothing but itself, and

WHEREAS, controlling Phragmites australis requires resources for treatment over a number of years, including cutting or burning of dead or dried plants in February or March when the ground is frozen, cutting of new growth in mid-July-August to remove seeds, and applying *wetland safe* Rodeo by Monsanto or a generic brand in October-November when the plant is waist high and food is returning to the rhizomes.

NOW, THEREFORE, BE IT RESOLVED that the Superior Charter Township Board hereby declares that the spread of Phragmites australis should be controlled and managed by adhering to, but not limited by, the following actions:

1. The Superior Charter Township Park Commission shall eradicate any Phragmites australis that is found on Township owned lands;
2. The Washtenaw County Road Commission shall be requested to eradicate any Phragmites australis that is found in ditches or on Road Commission lands,
3. All developers shall submit a plan to control Phragmites australis on any land being developed and implement that plan while developing the property;
4. Any mitigated wetlands shall submit a plan to control Phragmites australis and, when approved by the Township, proceed to implement the approved plan.
5. Land owners shall be informed of the need to eradicate Phragmites australis on their land and offered information on how to do so.

The motion carried by unanimous voice vote.

**B. RESOLUTION 2016-19, REPLACE SHERIFF'S DEPARTMENT OFFICE CARPET**

Clerk Phillips explained that the carpet in the Sheriff's office was old and worn and in need of replacement. Lt. Trester obtained three estimates and he and Phillips are recommending that

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Ann Arbor Carpet remove and replace the carpet. They recently did the carpet in the locker room. They did a good job and can use the same carpet in the rest of the offices.

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

**SUPERIOR CHARTER TOWNSHIP  
WASHTENAW COUNTY, MICHIGAN  
A RESOLUTION TO APPROVE THE PURCHASE AND INSTALLATION  
OF NEW CARPET IN THE SHERIFF'S DEPARTMENT OFFICE  
RESOLUTION 2016-19  
SEPTEMBER 19, 2016**

**WHEREAS**, the carpet in the Sheriff's Department offices at the Township Hall is old and worn and in need of replacement; and,

**WHEREAS**, three bids have been obtained from local carpet companies; and,

**WHEREAS**, after reviewing the bids for quality of carpet and scope of work, it was decided that Ann Arbor Carpet, 550 State Circle, Ann Arbor, MI, 48108 was the most favorable bid; and,

**NOW THEREFORE BE IT RESOLVED** the Superior Township Board hereby approves the bid from Ann Arbor Carpet for the replacement of carpet in the Sheriff's Department Offices as indicated on their quote dated September 12, 2016 at a cost not to exceed \$4,428.36 debited from [G/L # 101-265-976-000 Building Improvements](#) and also authorizes Township administrative staff to take all necessary actions to complete the contract.

The motion carried by unanimous voice vote.

**C. RESOLUTION 2016-20, HIRE BUILDING CLERK AND PLANNING ASSISTANT**

Supervisor Schwartz explained that the position was posted on the Township website, MLive and other website employment sites. They already have numerous applicants. Deborah Kuehn is retiring on October 14, 2016. In order to have the new person train with Deborah, they need to be hired soon.

The following motions were moved by McKinney, seconded by Lewis:

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**CHARTER TOWNSHIP OF SUPERIOR**

**WASHTENAW COUNTY, MICHIGAN**

**RESOLUTION AUTHORIZING THE SUPERVISOR TO HIRE A REPLACEMENT FOR  
DEBORAH KUEHN**

**Resolution Number: 2016-20**

**September 19, 2016**

**WHEREAS**, Deborah Kuehn has provided written notice of her retirement effective October 14, 2016, 2015; and,

**WHEREAS**, Superior Township has posted in M-Live, the Township website and other electronic employment venues a job description a copy of which is attached; and,

**WHEREAS**, the Superior Township has received numerous inquiries, resumes and responses; and,

**WHEREAS**, the Superior Township Supervisor and Building Inspector wish to hire a replacement as soon as practical to have a short training period prior to Deborah Kuehn's retirement.

**WHEREAS**, the Superior Township Board next scheduled meeting is October 17, 2016.

**NOW THEREFORE BE IT RESOLVED**, that the Superior Township Board of Trustees authorizes the Supervisor to hire a replacement building clerk and planning assistant as a full-time employee with all benefits and a salary not to exceed \$24.00 per hour.

The motion carried by unanimous voice vote.

**D. AT&T MICHIGAN VIDEO SERVICE LOCAL FRANCHISE AGREEMENT**

Supervisor Schwartz explained that the agreement is identical to the agreement that was previously signed by the Township. The agreement goes into effect if the Township does not take action within a certain number of days.

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It was moved by Green, seconded by Caviston, for the Board to authorize the Supervisor to sign the AT&T Agreement pending attorney review and approval.

The motion carried by unanimous voice vote.

**E. 2017 BUDGETS AND TRUTH-IN-TAXATION HEARING SCHEDULED FOR  
OCTOBER 17, 2016**

Supervisor Schwartz explained that the budgets that were provided to Board members are not accurate. They do not have the correct revenues or expenditures for 2017 Budget. He will provide updated budgets to Board members prior to the next Board meeting.

It was moved by Green, seconded by Williams, for the Board to approve conducting the hearing on October 17, 2016.

**Superior Charter Township  
Washtenaw County, Michigan  
Notice of Hearing on  
2017 Budgets and Truth-In-Taxation  
October 17, 2016**

At their regularly scheduled meeting of October 17, 2016, 7:00 p.m., at the Superior Township Hall, the Superior Charter Township Board of Trustees will hold a public hearing on the proposed 2017 Budgets for the General Fund, Fire Fund, Fire Reserve Fund, Law Enforcement Fund, Utility Fund, Park Fund, Street Light Fund, Building Fund, Hyundai Construction Bond Fund, Legal Defense Fund, and Sidestreet Maintenance Fund. **The property tax millage rate proposed to be levied to support the proposed budget will be a subject of this hearing:**

<b><u>Operating</u></b>	<b><u>Rate</u></b>
General fund	0.8128
Law Fund	2.2327
Fire Fund	2.9769
<b><u>IFT Hyundai</u></b>	
<b><u>½ millages</u></b>	
General Fund	0.4064



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Law Fund	1.1163
Fire Fund	1.4884

Complete copies of the budgets are available for inspection or copying at the Township Hall, 3040 N. Prospect, 9:00 a.m. – 4:00 p.m. weekdays and will be available for public inspection at the public hearing. They are also available online on the Township’s website, [www.superior-twp.org](http://www.superior-twp.org). Persons wishing to express their views may do so in person at the public hearing, or in writing addressed to the Township Board at the above address. Superior Township will provide necessary reasonable auxiliary aids and services to individuals with disabilities upon four (4) business days-notice to the Township. Individuals requiring auxiliary aids or services should contact Superior Charter Township by writing the Township Clerk.

David Phillips, Clerk, Superior Charter Township  
3040 N. Prospect  
Ypsilanti, MI 48198  
734-482-6099

This notice complies with and is posted in compliance with MCL 141.436 and MCL 211.24e (Truth-in-Taxation); Public Act 267 of 1976, as amended, the Open Meetings Act; MCLA 41.72a (2)(3) and the Americans with Disabilities Act.

The motion carried by unanimous voice vote.

**12. PAYMENT OF BILLS**

There were no Bills for Payment.

It was moved by Caviston, seconded by Lewis, that the Record of Disbursements be received.

The motion carried by a unanimous voice vote

**13. PLEAS AND PETITION**

Marion Morris explained that the Superior Land Preservation Society paid for the Phragmites Manual.

**14. ADJOURNMENT**

It was moved by Caviston, seconded by Green, that the meeting be adjourned. The motion carried by a voice vote and the meeting adjourned at 8:00 pm.

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Respectfully submitted,

David Phillips, Clerk

Kenneth Schwartz, Supervisor