

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
JUNE 16, 2008
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 at 7:30 p.m. on June 16, 2008, at the Superior Township Hall, 3040 North Prospect, Ypsilanti, Michigan.

2. PLEDGE OF ALLEGIANCE

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

3. ROLL CALL

The members present were William McFarlane, Kay Williams, Brenda McKinney, Nancy Caviston, Lisa Lewis, and David Phillips. Rodrick Green was absent.

4. ADOPTION OF AGENDA

It was moved by McKinney, supported by Caviston, to adopt the agenda as amended.

The motion carried.

5. APPROVAL OF MINUTES

A. REGULAR MEETING OF JUNE 2, 2008

It was moved by Caviston, supported by Phillips, to approve the minutes of the regular Board meeting of June 2, 2008, as presented.

The motion carried.

6. CITIZEN PARTICIPATION

There was none.

7. REPORTS

A. SUPERVISOR

The Supervisor reported on five items:

1. The Harris Road Bridge over Fowler Creek, that was closed on July 3, 2007, because of severe deterioration and structural failure of an abutment, will be replaced with a concrete box culvert and should be open by June 26.

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2. A resident requested that a “Welcome to Superior” sign be placed at the east end of Geddes as motorists come into the Township from Canton Township. The Supervisor will contact the Road Commission to see if they will erect such a sign.
3. Deborah Wardell has resigned from the Planning Commission and MacFarlane requested that residents submit letters of interest to fill the vacancy. MacFarlane attended a seminar describing the new Zoning Act and it was emphasized that the members of the Planning Commission should come from diverse backgrounds, ethnic groups, and geographic areas. That will be taken into consideration when he makes his recommendation to the Board in July.
4. Andover Drive is in bad shape and the “patch” attempts to fix certain portions of the road left it is worse shape than it was. The Road Commission had given an estimate of \$38,000 to repair Andover, and when the Road Commission has firm costs, the Board may need to take funds from the Reserves to repair Andover this year. Ellen Kurath suggested that borings be taken before any repairs are made to determine what kind of base, if any, is under the current asphalt.
5. The Ann Arbor Greenbelt Commission has approved partnering with the Washtenaw County Park Commission and the Superior Land Conservancy to purchase 140 acres of land in Superior Township. The Township Board had previously committed \$1,000.00 to the purchase as well. The land is on the northeast corner (55 acres) and the southwest corner (84 acres) of Vreeland and Prospect. With the land preserved by the Land Conservancy and the wetland mitigation projects the center of the Township along Prospect will be preserved forever. Tom Freeman from Washtenaw County Parks and Ken Schwartz, Washtenaw County Commissioner are to be thanked for all the time and effort they put forth to further the project.

B. DEPARTMENT REPORTS: FIRE, FIRE MARSHAL, BUILDING, SHERIFF, ORDINANCE OFFICER, FALSE ALARMS

It was moved by Williams, supported by Lewis, that the Fire Department Report for May, the Fire Marshal Report dated June 4, 2008, the Building Department Report for May, the Sheriff Department Report dated June, 2008, the Ordinance Officer report for May/June, and the False Alarm Status Report dated May 16, 2008 be received.

The motion carried.

8. COMMUNICATIONS

A. YPSILANTI MEALS ON WHEELS ACKNOWLEDGEMENT

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Ann Harris, Executive Director of Ypsilanti Meals on Wheels, thanked the Board for the contribution that helps them “deliver more than a meal” to the homebound elderly and other disabled persons in our community.

It was moved by Caviston, supported by McKinney, that the Superior Charter Township Board receive the letter from Ann Harris, Executive Director of Ypsilanti Meals on Wheels.

The motion carried.

B. WASHTENAW COUNTY HISTORIC DISTRICT COMMISSION – DOUGLASS-NANRY HOUSE

Nancy Snyder, Chair of the Washtenaw County Historic District Commission, wrote that the Commission is concerned about the condition of the Douglass-Nanry House at 6595 Ann Arbor-Plymouth Road. The house is privately owned and has not been occupied for more than three decades. The building, of historic and architectural value, is in a state of disrepair.

After receiving the letter, the Building Official examined the property and found that several windows were broken, entry could be gained in several places, and extensive evidence of varmints entering the structure. He suggested that the house be condemned in order to secure the premises.

The Historic District Commission met on the property on June 12 to determine a plan of preserving the house. The Clerk was present at that meeting and informed the Commission of the possible condemnation of the building. The Commission informally requested that they be allowed some time, a week to a month, to contact the owner, an elderly women, to attempt to have the area designated as an historic district and have the owner secure the premises before it was condemned. Williams will communicate with Chairperson Snyder by June 20 to see what progress has been made, and informed the Building Official of the plan. He will refrain from issuing the condemnation order until the Township has heard from the Historic District Commission.

It was moved by Williams, supported by Lewis, that the letter from the Washtenaw County Historic District Commission regarding the Douglass-Nanry House be received.

The motion carried.

9. UNFINISHED BUSINESS

There was none.

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10. NEW BUSINESS

A. PETITION FOR DRAINAGE IMPROVEMENTS FOR GEDDES RIDGE SUBDIVISION

The Drain Commission sent a petition package for the Geddes Ridge Subdivision Drain. It was requested by Willie and Verline Nash of 9213 Arlington Drive. The storm drain in front of their house is full of debris and drains extremely slowly during a rain event. The Drain Commission Inspector inspected the situation on a number of occasions, during heavy rains and otherwise, and found that the drainage for this system is not operating as designed. The third phase to Geddes Ridge Subdivision, which was never built, should have provided an outlet for the drain. While cleaning with a vactor truck may offer temporary relief, for a proper solution a true outlet must be constructed by means of a drain petition.

It was moved by Williams, supported by McKinney, that the Superior Charter Township Board receive the packet of information concerning the drainage problems in Geddes Ridge Subdivision and that the Administrative Staff meet with the Township Engineers and the Drain Commission to investigate the problem further.

The motion carried.

B. EMPLOYEE 4-DAY WORK WEEK FOR THE SUMMER

Several employees requested that the Township consider four-day, ten-hour day work week for the summer to save money on gas with the price of gas over \$4.00 per gallon. In reviewing the request the Administrative Staff found advantages to the public by having the Township Offices open for longer hours. The disadvantage to the public is that a particular employee might not be available the day that his/her services are requested. However, this is true when an employee is sick or on vacation and there is usually someone else who can help the applicant. Not all employees want to be on the four-day work week, and the schedules have been adjusted to accommodate all employees, the elected officials will not be on the four-day schedule, and the Fire Fighters are not affected.

It was moved by Williams, supported by Lewis, that the Superior Charter Township Board approve the Employee Pilot Program 2008 Summer Schedule of a four-day ten-hour work week from June 23, 2008 to August 31, 2008, the hours of operation for the Township Hall and Utility Department be 8:00 a.m. to 6:00 p.m., both offices being open to the public five days a week

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excepting holidays, with the proviso that the schedule the employees selected be the schedule for the entire ten weeks, and that the program will be evaluated in August.

Roll call vote:

Ayes: McFarlane, Williams, McKinney, Caviston, Lewis, Phillips

Nays: None

Absent: Green

The motion carried.

C. YPSILANTI AREA JAYCEES REQUEST TO CLOSE FOUR ROADS FOR THE GREAT TRAIN RACE AUGUST 17

The Ypsilanti Area Jaycees have requested permission to close four roads in Superior Charter Township on August 17 for the Great Train Race, a 5 Kilometer foot race and walk plus a 10 Kilometer foot race as part of the Ypsilanti Heritage Festival. The races will be held concurrently starting at approximately 8:00 a.m. and finishing approximately 9:30 a.m. The roads to be closed are Superior, Geddes, Leforge, and Clark. The Jaycees have additional insurance, naming Superior Township, for the event.

It was moved by Caviston, supported by McKinney, that the Superior Charter Township Board will inform the Washtenaw County Road Commission of the Board's approval of the closing of Superior, Geddes, Leforge and Clark Roads on August 17 between the hours of 8:00 a.m. to 10:00 a.m. to enable the Ypsilanti Area Jaycees to conduct the Great Train Race, a 5 Kilometer foot race and walk plus a 10 Kilometer foot race, as a part of the Ypsilanti Heritage Festival with the provision that adequate law enforcement be provided by the Ypsilanti Area Jaycees at their expense.

The motion carried.

D. RESOLUTION THANKING ELLEN KURATH FOR DONATION OF TREES

It was moved by Williams, supported by McKinney, that the Superior Charter Township Board adopt the following Resolution:

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WASHTENAW COUNTY, MICHIGAN

JUNE 16, 2008

**A RESOLUTION THANKING ELLEN KURATH FOR DONATING TREES TO
SUPERIOR TOWNSHIP PARKS**

WHEREAS Ellen Kurath has successfully grown trees from Michigan native species; and

WHEREAS the native species include an alternate-leaved dogwood (*cornus alternifolia*), blue ash (*fraxinus quadrangulata*), and tulip trees (*liriodendron tulipifera*), and

WHEREAS Ms. Kurath has generously donated these trees to the Township along with fertilizers to make them grow well; and

WHEREAS these trees will be planted on the grounds of the Township Hall for the beautification of the Township Hall site and the pleasure of future generations;

NOW, THEREFORE, BE IT RESOLVED that the Superior Charter Township Board gratefully accepts the trees from Ellen Kurath, and thanks her for her efforts to enhance the beauty of the Township and for doing her part to make our Township Superior.

Roll call vote:

Ayes: McFarlane, Williams, McKinney, Caviston, Lewis, Phillips

Nays: None

Absent: Green

The motion carried.

E. OXFORD COURT BLOCK PARTY

The residents of Oxford Court requested that Oxford Court be closed to traffic on Saturday, August 16 from 2:00 p.m. to 9:30 p.m. to host a block party.

It was moved by Williams, supported by McKinney, that the Superior Charter Township Board approve the closing of Oxford Court to traffic on Saturday, August 16 from 2:00 p.m. to 9:30 p.m. to host a block party with the provision that the proper insurance is in place and that the Washtenaw County Road Commission agrees to the closure.

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The motion carried.

**F. MAINTENANCE FACILITY CONSTRUCTION PROJECT
FINALIZATION**

The Utility Maintenance Facility construction is complete and came in 6.65% under budget. The Total Estimated Cost was \$3,083,690.46 and the actual Total Cost was \$2,878,769.95. Final payments have been made for the construction, architectural and engineering work as well as for all other soft costs related to the project.

It was moved by Williams, supported by McKinney, that the Superior Charter Township Board receive the Utility Maintenance Facility construction project finalization memorandum for the Utility Director Rick Church showing the final cost of the facility to be \$2,878,769.95 which is 6.65% under budget, and commend Mr. Church for his diligence in overseeing the construction of the facility which is a beautiful building on a well-planned site which will be an asset to the community for at least 100 years.

The motion carried.

G. UTILITY TECHNICIAN LEVEL 1/ UTILITY BILLING CLERK

The Utility requested that Dan Allen be offered a full-time position as a combination part-time Utility Billing Clerk (20 hours per week) and Utility Technician Level 1 (20 hours per week) effective August 11, 2008 at a salary of \$16.25 per week. Mr. Allen has been working 30 hours per week for the Utility Department as Utility Technician Assistant since August 21, 2007 where his assignments have provided him with sufficient experience and job knowledge to satisfy the entry level requirements of Utility Technician Level 1. He has also worked for the Utility Administration Department as the back-up for the Utility Clerk position and has experience with the FundBalance software used by the Department. The current part-time Utility Billing Clerk is retiring in October and this will give Mr. Allen time to thoroughly learn the system before she retires.

It was moved by Williams, supported by McKinney, that the Superior Charter Township Board concur with the recommendation of the Utility Director and hire Dan Allen for a full-time position as a combination part-time Utility Billing Clerk (20 hours per week) and Utility Technician Level 1 (20 hours per week) effective August 11, 2008 at a salary of \$16.25 per week.

Roll call vote:

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Ayes: McFarlane, Williams, McKinney, Caviston, Lewis, Phillips

Nays: None

Absent: Green

The motion carried.

11. PAYMENT OF BILLS

It was moved by Caviston, supported by Williams, that the bills be paid as submitted.

The motion carried.

12. PLEAS AND PETITIONS

Phillips asked when the Superior/Geddes Roundabout would be completed. McFarlane estimated that it would be around the middle of July

13. ADJOURNMENT

It was moved by Williams, supported by Lewis, that the meeting adjourn. The motion carried and the meeting adjourned at 8:45 p.m.

Respectfully submitted,

Kay Williams, Clerk