

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
DECEMBER 1, 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 December 1, 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, Brenda McKinney, David Phillips, Nancy Caviston, Rodrick Green, Lisa Lewis, and Alex Williams.

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 NOVEMBER 17, 2008

It was moved by Caviston, supported by Lewis, to approve the minutes of the regular Board meeting of November 17, 2008, as presented.

The motion carried.

6. CITIZEN PARTICIPATION

Resident Brenda Baker commented that extending the pickup for yard waste until December 3, 2008 was very successful. It allowed residents an opportunity to complete yard cleanup over the Thanksgiving Day holiday weekend.

7. REPORTS

A. SUPERVISOR

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The Supervisor reported on three items:

1. A community in Macomb County has implemented a recycling program that rewards residents for the amount of recyclables they submit for collection. Supervisor McFarlane said he will check with our waste hauler, Republic Services, and see if they will offer a similar system.
2. Supervisor McFarlane reviewed the proposed committee assignments for Board members. They will be submitted for Board action at the December 15, 2008 board meeting.
3. On Thursday, December 4, 2008 from 5:00 pm to 7:00 pm, there will be a meeting of the Eastern Leadership at the Washtenaw Country Club, 19th Hole. The meeting was arranged by Washtenaw County Commissioner Ronnie Peterson. The purpose of the meeting is for business and community leaders to meet each other and work together for the benefit of the area. Several Township officials will be attending. The event is being hosted by private sponsors. No public funds will be used for the event.

**B. DEPARTMENT REPORTS: PARK DEPARTMENT,
ZONING, PLANNING COMMISSION**

It was moved by McKinney, supported by Caviston, that the Park Commission Minutes dated September 22, 2008, the Planning Report dated November 25, 2008, and the Zoning Report dated November 19, 2008, be received.

The motion carried.

8. COMMUNICATIONS

A. PARK COMMISSION 2009 MEETING SCHEDULE.

The Park Commission forwarded their approved Meeting Schedule for 2009.

It was moved by Caviston, supported by McKinney, that the Park Commission Meeting Schedule for 2009 be received.

The motion carried.

**B. JAN BERRY, CHAIR OF PARK COMMISSION, BOARD
LIAISON**

Jan Berry, Chair of the Superior Township Park Commission requested the Board appoint a liaison to the Park Commission. The

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Board will make this appointment, and all other committee appointments, at the December 15, 2008 Board meeting.

It was moved by Caviston, supported by Lewis, to receive the communication.

The motion carried.

9. UNFINISHED BUSINESS

A. FIRE DEPARTMENT GRANT OF BREATHING EQUIPMENT

In April 2008 the Fire Department applied for a grant from the Department of Homeland Security to purchase sixteen new self-contained breathing apparatuses (SCBA's), spare bottles and a compressor to refill them. This would provide new SCBA's for all of the fire fighters. On November 24, 2008 the Fire Department received written confirmation that the grant was approved for \$120,365.00. The Fire Department will be required to provide \$6,335.00 in order to complete the purchase. Board members and the audience gave the Fire Department representatives a round of applause for their success.

10. NEW BUSINESS

A. HIRING CHIEF DEPUTY CLERK

Trustee Alex Williams requested to abstain from voting on this item, as the Chief Deputy Clerk, Kay Williams, is his mother and he felt it could be conflict of interest for him to vote on the matter.

It was moved by McKinney, seconded by Lewis, to approve Trustee Alex Williams to abstain from voting in this matter.

It was moved by McKinney, seconded by Lewis, to approve the hiring of Kay Williams as outlined by Clerk Phillips' Memo:

Memo to: The Superior Charter Township Board
From: David M. Phillips, Clerk

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Date: December 1, 2008
Re: Approval to Hire Chief Deputy Clerk

I am requesting the Township Board to approve the hiring of Kay Williams for the position of Chief Deputy Clerk. This is a part-time position at an hourly rate of \$18.00 per hour. She will not receive any benefits. At the present time, I anticipate Kay working one or two half-days a week. We just completed a very busy election and there are still some tasks that need to be completed in order to close out the General Election and prepare for any future elections. She may work more hours if there is an election or a special project. She will not exceed twenty hours per week.

The Clerk is required to appoint a deputy who in the case of absence, sickness, death, or disability, the deputy shall perform all duties of the clerk, except they shall not have a vote on the township board. Mrs. Williams' duties will consist of assisting with all responsibilities of the Clerk's Office, including assisting with conducting elections. I have researched the issue and have been informed that this will not constitute a conflict of interest.

Clerk Phillips explained he has appointed the former Clerk, Kay Williams as his Chief Deputy Clerk. Phillips said that the law requires the clerk to appoint a deputy clerk so that if he is unable to perform his duties due to absence, sickness, death, or disability, the deputy clerk will be responsible for performing all duties of the clerk, except they will not have a vote on the board. Phillips said he cannot think of anyone more qualified for the position than Kay Williams. Phillips anticipates Williams working one or two half days a week, not to exceed 20 hours a week. Phillips said he checked with the Michigan Township Association Attorney, who advised him that hiring Kay Williams for this position, while her son, Alex Williams, serves as a Trustee on the Township Board, would not be a conflict of interest, or a violation of any law.

The motion carried.

B. APPOINTMENT TO BOARD OF REVIEW

Sherry Simpson moved out of the Township and resigned from the Board of Review effective September 2, 2008. Supervisor McFarlane recommended that Rhonda McGill be appointed to replace Sherry Simpson for the remainder

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of the term, which expires December 31, 2008. The Supervisor also recommended that Rhonda McGill, Don Dugas and John MacNicol be appointed to serve on the Board of Review for a two year term beginning on January 1, 2009.

It was moved by McKinney, seconded by Caviston, to approve the Supervisor's recommended appointments to the Board of Review.

The motion carried.

11. PAYMENT OF BILLS

It was moved by McKinney, supported by Caviston, that the bills be paid as submitted for the following amounts: Law Fund- \$6,926.50; Utilities Fund - \$14,933.43 for a total of \$21, 858.93; further that the Record of Disbursements be received as submitted.

The motion carried.

12. EXECUTIVE SESSION

- A. It was moved by Caviston, supported by Lewis, that the Board adjourn to Closed Session to discuss attorney communication in regards to Riverine Development Company, Inc., petition for a Part 31 NPDES Permit.

Roll call vote:

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

Nays: None

The motion carried.

It was moved by Caviston, supported by Green, that the Board return to open session.

Roll call vote:

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

Nays: None

The motion carried.

A motion was made by Phillips, seconded by McKinney to instruct the Township Attorney to forward a letter on behalf of Superior Charter Township to Riverine Development Company, Inc. and Mr. Richard G. Lacasse, Chief Administrative Law Judge, Michigan Department of Environmental Quality, Office of Administrative Hearings. This letter shall indicate that since the Stipulated Joint Motion of Abeyance was granted on November 20, 2006, Superior Charter Township has received copies of eight status reports written on behalf of Riverine Development Company, Inc., and were addressed to Mr. Richard G. Lacasse, Chief Administrative Law Judge, all of which state that Riverine Development Company, Inc. is pursuing the rezoning process through Superior Charter Township.

Also, the letter shall notify Riverine Development Company, Inc., that Superior Charter Township is beginning a review of the Growth Management Plan-Master Plan and encourages Riverine Development Company, Inc., as well as other property owners, residents and interested parties to participate in the process. There is a joint meeting of the Planning Commission and Township Board scheduled for 7:00 pm to 8:00 pm on Tuesday, January 20, 2009 to discuss the review of the Growth Management Plan-Master Plan.

The Motion carried.

12. PLEAS AND PETITIONS

Ellen Kurath inquired if the joint meeting of the Board and the Planning Commission to review the Growth Management Plan, scheduled for Tuesday, January 20, 2008, started at 7:00 pm or 7:30 pm. Supervisor McFarlane replied that the meeting was scheduled for 7:00 pm to 8:00 pm, after which the regular Board meeting would begin. He also explained the process for reviewing the Growth Management Plan.

Brenda Baker inquired if the meeting of the Wetlands Board scheduled for the evening of December 9, 2008, would conflict with the Board of Review scheduled for the same date. Supervisor McFarlane indicated that there would not be conflict, as the Board of Review was meeting at 3:00 pm and would be completed prior to the start of the Wetland Board Meeting.

13. ADJOURNMENT

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It was moved by McKinney, supported by Lewis, that the meeting adjourn. The motion carried and the meeting adjourned at 8:30 p.m.

Respectfully submitted,

David Phillips, Clerk

William McFarlane, Supervisor