

**SUPERIOR CHARTER TOWNSHIP BOARD  
REGULAR MEETING  
MARCH 2, 2009  
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 March 2, 2009, 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, Roderick Green, Lisa Lewis, and Alex Williams.

**4. ADOPTION OF AGENDA**

It was moved by Caviston, seconded by McKinney, to adopt the agenda as presented

The motion carried by a voice vote.

**5. APPROVAL OF MINUTES**

**A. REGULAR MEETING OF FEBRUARY 2, 2009**

It was moved by Caviston, supported by Green, to approve the minutes of the regular Board meeting of March 2, 2009, as presented.

The motion carried by a voice vote.

**6. CITIZEN PARTICIPATION**

**A. NON-AGENDA ITEMS**

Ellen Kurath, Hickman Road, inquired if holes in North Prospect Park will be filled and will the park be graded? Yes, when the weather improves and the ground unthaws, the holes will be filled and the park will be graded.

Mike Parker, Frains Lake Road, expressed concern about the professionalism and ethics of the Washtenaw County Sheriff Department. He questioned if they properly handled a situation in June 2006 where a citizen died while being arrested. He urged the Township to investigate creating its own police department. Supervisor McFarlane responded that

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the Township reviewed the incident in question and it was felt it was an isolated incident and did not reflect the actions of the Sheriff's deputies in Superior Township. Also, the Township has thoroughly investigated started its own police department. However, it was felt that it would not be cost effective.

**7. REPORTS**

**A. SUPERVISOR**

The Supervisor reported on five items:

1. Assessor Diane Aho made a presentation concerning how assessments and taxable value were determined. Board of Review is scheduled for March 9, 11 and 12. She explained how to make an appointment for an appeal. She explained how the taxable values of the different classes of property changed and why a homeowner's taxes could increase, even though home values are decreasing.
2. On April 20, 2009, the Washtenaw County Road Commission will be making their annual presentation to the Board. Township staff members and members of the Roads Committee will be inspecting roads to make recommendations for road projects during 2009.
3. On May 30, 2009, Treasurer McKinney and the Committee to Promote Superior Township will be hosting "One Superior Place- Green Fair" at the Superior Township Library, 8975 MacArthur Boulevard. Various sponsors will assist in providing information about recycling and green projects.
4. The Township, WCSD and the Willow Run School District have been discussing a deputy collaboration project. Willow Run Schools and the Township will contract for one WCSD deputy. The deputy will be assigned to the school district during school months and will be assigned to the Township during June, July and August. Costs will be pro-rated.
5. Treasurer McKinney has been working with County Treasurer McClary to assist residents facing foreclosure. Treasurer McKinney hand delivers hardship applications to eligible residents and assists with the completion of the application. McKinney returns the application for processing. Several applications have been processed

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recently. Treasurer McClary is considering expanding this approach to other communities.

**B. DEPARTMENT REPORTS: BUILDING DEPARTMENT, FIRE DEPARTMENT, FIRE MARSHALL, ORDINANCE REPORT, SHERIFF DEPARTMENT, UTILITY DEPARTMENT MONTHLY FINANCIAL REPORT DECEMBER 2008, TREASURER'S REPORT, ZONING REPORT**

It was moved by Caviston, seconded by McKinney, that the Building Department, Fire Department, Fire Marshall, Ordinance Report, Sheriff Department, Utility Department Monthly Financial Report for December 2008, Treasurer's Report- Danbury Park Manor PILT Program and Zoning Report be received.

The motion carried by a voice vote.

**C. ACCOUNTANT YEAR END REPORTS, ALL FUNDS EXCEPT UTILITY DEPARTMENT**

Accountant Susan Mumm presented the Year End Financial Analysis for Fiscal Year Ending 12/31/08. Estimated Fund Balances/Reserves as of 12/31/08 are:

General Fund- \$1,190,919.23  
Building Fund- \$649,605.85  
Law Fund- \$700,735.12  
Fire Fund- \$2,225,511.35  
Park Fund- \$121,332.13  
Park Fund, Restricted for Land/Building- \$463,233.99  
Legal Defense Fund-\$239,441.70  
Side Street Maintenance Fund-\$9,523.36

Supervisor McFarlane explained that the Township has adequate fund balances/reserves in all funds and is in good financial shape. He said that in the near future, the Township will attempt to slightly lower the Fire and Law Fund millages. Treasurer McKinney also stated that all of the Township's savings are either totally insured by the F.D.I.C., or are invested in U.S. Treasury backed securities.

It was moved by Caviston, seconded by McKinney to accept the Accountant's year end reports for all funds, except utilities.

The motion carried by a voice vote.

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**8. COMMUNICATIONS**

**A. AATA FOURTH QUARTER 2008 A-RIDE SERVICE REQUESTS REPORT**

It was moved by Lewis, seconded by McKinney to receive the AATA Fourth Quarter 2008 A-Ride Service Requests Report.

The motion carried by a voice vote.

**B. WASHTENAW COUNTY PARKS AND RECREATION COMMISSION, HARRIS ROAD NON-MOTORIZED TRAIL**

The Washtenaw County Parks and Recreations Commission (WCPARC) has authorized a commitment of \$60,000 toward the cost of constructing a non-motorized trail along the east side of Harris Road. It would begin at MacArthur Boulevard and extend north to the proposed trail along Geddes Road. The project is proposed for construction in 2009. The total cost of the project is estimated to be \$150,000. The Township has also obtained additional funding of \$90,000 from Community Development Block Grant Funds for the project.

It was moved by Caviston, seconded by McKinney, to receive the letter from The Washtenaw County Parks and Recreations Commission.

The motion carried by a voice vote.

**C. CAPTAIN DAVE JUDSON, STFD, CATEGORY 1A TO CATEGORY 1 RESPONSES**

During Fire Chief Jim Robert's absence, Captain Dave Judson has been the Acting Fire Chief. Until recently, the Superior Township Fire Department has been dispatched and responded to all requests for medical assistance. It was determined that many of these requests were very minor, non-life threatening situations which the Huron Valley Ambulance dispatching service referred to as Category 1A incidents. Examples of Category 1A incidents include abdominal pain, minor burns, hiccups, nervous and other non-life threatening situations. The Township Administrative staff, Chief Roberts and the fire fighters reached a consensus that the fire department should not

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be dispatched to Category 1A requests. Acting Chief Judson was instructed to forward a letter to Huron Valley Ambulance to change the Superior Township Fire Department from a Category 1A to a Category 1 response agency. Huron Valley Ambulance will still be responding to service requests categorized as 1A. Acting Chief Judson forwarded a letter to the fire fighters advising them of the change from a Category 1A to a Category 1 response agency. This letter also informed the fire fighters that no off-duty personnel will be dispatched to respond to medical emergencies, utility emergencies (gas leak/wire down), St. Joseph general fire alarms and carbon monoxide alarms.

It was moved by McKinney, seconded by Green, to accept Acting Fire Chief Dave Judson's letters dated February 25, 2009 to Huron Valley Ambulance in which he instructed them to change the Superior Township Fire Department from a Category 1A to a Category 1 response agency. Also, to accept his letter dated February 26, 2009 to the fire fighters in which he explains the change in response category and when off-duty personnel will be dispatched to respond.

The motion carried by a voice vote.

**D. STPC #09-02 HYUNDAI AMERICA TECHNICAL CENTER, INC. (HATCI) MINOR CHANGE TO AREA PLAN AND FINAL SITE PLAN**

A letter dated February 26, 2009 from Deborah L. Kuehn, Planning Administrator, indicated that Hyundai America Technical Center, Inc. (HATCI) submitted a petition to the Planning Commission to construct a 30' x 60' (1,800 square foot) structure to house a mapping dynamometer facility. This structure is a one story structure, similar to a pole barn. It will not have water or sewer facilities, and will be located south of the existing main building. At the regular meeting of the Superior Charter Planning Commission on February 25, 2009, the addition of the building was approved as a minor change and the amendments to the Area Plan dated 1/10/03 and the Final Site Plan dated 4/19/04 were also approved. Section 7.106(A) (2) (b) (2) indicates that the Planning Commission shall notify the Township Board upon approval of such minor changes.

It was moved by Caviston, seconded by Green, to accept the letter from Deborah L. Kuehn, Planning Administrator, which notified the

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Township Board that on February 25, 2009, the Planning Commission approved STPC #09-02, HATCI Minor Change to the Area Plan and Final Site Plan.

The motion carried by a voice vote.

**9. UNFINISHED BUSINESS**

**A. PLANNING COMMISSIONER APPOINTMENTS**

In a letter dated February 24, 2009, Supervisor McFarlane indicated that he is recommending Brenda Baker be appointed to the Planning Commission for a three year term beginning March 1, 2009 and ending February 28, 2012. He is also recommending the reappointment of Barbara Willis to the Planning Commission for a three year term beginning March 1, 2009 and ending February 28, 2012.

It was moved by McKinney, seconded by Caviston, to receive Supervisor McFarlane's recommendation and appoint Brenda Baker and reappoint Barbara Willis to three terms beginning March 1, 2009 and ending February 28, 2012.

The motion carried by a unanimous voice vote.

**11. NEW BUSINESS**

**A. STPC #08-11, VILLAS AT HONEY CREEK AREA PLAN AMENDMENT**

At the regular meeting of the Superior Charter Township Planning Commission on February 25, 2009, the Planning Commission recommended approval of STPC #08-11 Villas at Honey Creek Area Plan Amendment dated 11/20/08 and rezoning from PC (Planned Community) to A-1 (Essential Agriculture). The petitioner, Annette Theisen, has requested that an eleven acre lot, which includes her home, be removed from the 49 acre Planned Community, Villas at Honey Creek, which was approved by the Planning Commission on February 22, 2006. She has requested that the eleven acre parcel be returned to the former Agricultural District, A-1. Mrs. Theisen forwarded a letter with her rezoning application which indicated that she has had problems with her septic field and has had three failed septic fields over the years. Removing the parcel

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from the PC Area Plan would result in a lower density for the remaining PC, as the eleven acre parcel comprised four home sites under the approved PC.

It was moved by Phillips, seconded by McKinney, that the Superior Charter Township Board concurs with the recommendation of the Planning Commission and adopts the following Ordinance for first reading:

**SUPERIOR CHARTER TOWNSHIP  
WASHTENAW COUNTY, MICHIGAN  
ORDINANCE # 174-01**

**Villas at Honey Creek Area Plan - Amendment**

The Board of Superior Charter Township of Washtenaw County, Michigan, hereby ordains that Ordinance Number 174, being the Superior Charter Township Zoning Ordinance, adopted August 4, 2008, and effective August 14, 2008, as amended, be amended as follows:

**SECTION I**

Superior Charter Township Ordinance Number 174, designated Superior Charter Township Zoning Ordinance, adopted August 4, 2008 and effective August 14, 2008, as amended, and the zoning district map attached thereto and made a part thereof, are hereby amended by removal of the following described property in Superior Township, Washtenaw County, Michigan from the Area Plan of Villas at Honey Creek dated 2-22-06:

Beginning at the Southwest corner of Section 5, T2S, R7E, Superior Township, Washtenaw County, Michigan; said Southwest corner of Section 5 being the PLACE OF BEGINNING; thence N00°13'34" E 871.72 feet along the West Line of Section 5; thence N89°20'28" E 576.67 feet; thence S00°13'25" W 871.71 feet to the South Line of Section 5; thence S89°20'26" W 567.70 feet along the South Line of Section 5 to the PLACE OF BEGINNING. Containing 11.54 acres of land, more or less, subject to easements, conditions, restrictions and exceptions of record, if any.

**SECTION II**

The zoning district of the above-described parcel is hereby changed from PC (Area Plan) to A-1 (Agriculture.)

**SECTION III**

This Ordinance shall be published by posting in the Office of the Clerk, 3040 N. Prospect, Ypsilanti, 48198, and on the Township website – [www.superior-twp.org](http://www.superior-twp.org) –

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pursuant to Section 8 of the Charter Township Act, being MCL 42.8, 3(b) within thirty (30) days following the final adoption thereof. This Ordinance shall become effective on the eighth day following said publication or such later date as is provided by law. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

**CERTIFICATION**

I, David Phillips, Clerk of the Charter Township of Superior, Washtenaw County, Michigan, hereby certify that this is a true copy of an Ordinance adopted by the Superior Charter Township Board for first reading at a regular meeting held on March 2, 2009, and for final reading scheduled for March 16, 2009. This Ordinance shall become effective on the eighth day following publication of second and final reading, or such later date as may be provided herein or by law.

William McFarlane, Supervisor

David Phillips, Clerk

Roll call vote:

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

Nays: None

The motion carried.

**B. UTILITY DEPARTMENT, FOUR DAY WORK WEEK**

Rick Church, Utility Department Director, has proposed to implement a four-day workweek. Both the Administrative and Maintenance Departments will be staffed Monday through Friday, 7:30 am to 6:00 pm, beginning May 4, 2009 and ending October 30, 2009. The plan is the same plan that was implemented last year with excellent results. It resulted in a reduction of overtime, increased productivity and increased accessibility and service to residents.

It was moved by McKinney, seconded by Lewis, to accept the communication dated February 26, 2009 from Rick Church, Utility Director and authorize the Utility Department to implement the four day workweek as outlined by the Memo.

The motion carried by a voice vote.

**C. PROPOSED SUMMER MEETING SCHEDULE**



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Supervisor McFarlane recommended in his letter dated February 26, 2009, that the Township Board modify their Regular Township Board Meeting Schedule and cancel the first meeting of the month during the months of May, June, July and August of this year. The meetings would be held on Monday, May 18, 2009; Monday, June 15, 2009; Monday, July 20, 2009; and Monday August 17, 2009. Additional meetings could be scheduled if necessary. During the summer months, the agenda is typically shorter and the change will result in savings for the Township.

It was moved by Green, seconded by McKinney, to receive the communication from Supervisor McFarlane and to approve his recommendation to change the Regular Township Board Meeting Schedule for 2009 by reducing meetings for May, June, July and August to only the third Monday of the month.

The motion carried by a voice vote.

**D. One Superior Place-Green Fair**

Treasurer McKinney explained the "One Superior Place-Green Fair". The Township's contract with Republic waste requires them to make a yearly donation of \$1,500.00 is to be used to promote recycling. This money and funds or in-kind donations from other corporations or will be used to fund the event. Various educational literatures to promote recycling will be provided. It is scheduled for May 30, 2009, 10:00 am to 2:00 pm at the Superior Township Library, 8975 MacArthur Boulevard.

Trustee Williams explained that the Washtenaw County Consortium for Solid Waste Management would like to have a display area at the fair. They will bring pamphlets explaining shrink wrap recycling, the proper disposals of pharmaceuticals.

It was moved by Lewis, seconded by Green to approve the One Superior Place Green Fair being held at the Superior Township Library on May 30, 2009.

The motion carried by a voice vote.

**11. PAYMENT OF BILLS**

It was moved by Green, supported by Caviston, that the bills be paid,

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as submitted in the following amounts: General Fund - \$1,558.75 for a total of \$1,558.75; further that the Record of Disbursements be received as submitted.

The motion carried by a voice vote.

**12. PLEAS AND PETITIONS**

There were none.

**13. ADJOURNMENT**

It was moved by McKinney, supported by Caviston, that the meeting adjourn. The motion carried by a voice vote and the meeting adjourned at 9:10 p.m.

Respectfully submitted,

David Phillips, Clerk

William McFarlane, Supervisor