

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
NOVEMBER 20, 2017
ADOPTED MINUTES
PAGE 1**

1. CALL TO ORDER

The regular meeting of the Charter Township of Superior Board was called to order by the Supervisor Ken Schwartz at 7:00 p.m. on November 20, 2017 at the Superior Township Hall, 3040 North Prospect, Superior Township, Michigan.

2. PLEDGE OF ALLEGIANCE

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

3. ROLL CALL

The members present were Nancy Caviston, Lynette Findley, Rodrick Green, Lisa Lewis, Brenda McKinney, Ken Schwartz and Alex Williams.

4. ADOPTION OF AGENDA

It was moved by Green, supported by Findley, to adopt the agenda as presented.

The motion carried by unanimous vote.

5. APPROVAL OF MINUTES

A. REGULAR MEETING OF OCTOBER 16, 2017

It was moved by Green, supported by Caviston, to approve the minutes of the regular Board meeting of October 16, 2017.

The motion carried by unanimous vote.

6. CITIZEN PARTICIPATION

- Benny Margolis put his support behind the township opting into the medical cannabis industry.

7. PRESENTATIONS AND PUBLIC HEARINGS

None

8. REPORTS

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
NOVEMBER 20, 2017
ADOPTED MINUTES
PAGE 2**

A. SUPERVISOR REPORT

Supervisor Schwartz reported on the following:

- Treasurer McKinney was appointed to the Washtenaw County Parks & Recreation Commission effective January 1, 2018.
- The township applied to the Washtenaw County Parks & Recreation Commission for road millage monies to finish off the non-motorized trails from Prospect and Geddes to Prospect and Berkshire. The commission approved \$46,750.00 to be used for preliminary engineering, planning and extra connectivity in Dixboro.
- The administrative staff met with Brown and Brown, the township healthcare consultants. In order for the township staff to receive the same benefits from 2017 in 2018 the township will pay \$319,214.00 which will be an increase of 14.9% over 2017. Most of the increase is due to the uncertainty of the Affordable Care Act (ACA).
- The administrative staff met with Lance Alley of DTE. He will provide the township with pricing for lighting options on MacArthur Blvd. It should come in front of the board for discussion in December. Supervisor Schwartz has received complaints about how dark MacArthur Blvd is in the mornings.
- Tanglewood residents are interested in being more connected with the community. They would like to see the continuation of the new path that goes from Geddes to Dixboro up to Matthaei Botanical Gardens to be connected on the north side from the parking lot of Matthaei to swing around to Cherry Hill Road. Approval would need to come from Ann Arbor Township, the University of Michigan and the DNR before that could be connected.
- The construction on Panama Avenue will begin on November 21. The project should be complete by the end of the week. The restoration will consist of new curbs and sidewalks where necessary. All sidewalks will have handicapped ramps. Panama Court will be resurfaced in 2018.
- The Michigan Folk School has signed a contract with the Washtenaw County Parks & Recreation Commission to rehab one of the out buildings at Staebler Farms. They are going to turn the building into a blacksmith and wood shop. The school is hoping to raise \$40,000 through Patronicity for the project. Patronicity will offer a 2 to 1 match if the fundraising goal is met. The plan is to have the building available for use in summer 2018. Washtenaw County Parks & Recreation Commission will then build another building on the site that will have classrooms and a kitchen. The township pledged \$2500.00 to the fundraising effort. If the \$40,000.00 is not raised by the fundraising deadline the school will not receive the Patronicity 2 to 1 match, but the school will keep all funds raised.

Roll call:

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
NOVEMBER 20, 2017
ADOPTED MINUTES
PAGE 3**

Ayes: Green, Caviston, McKinney, Schwartz, Findley, Lewis, Williams
Nays: None

- Supervisor Schwartz and Clerk Findley met with Kevin Decker of Decker Agency which provides insurance for the township. Coverage will increase by 1% for 2018.
- The township should receive a development agreement from Sutton Ridge in December.
- Fire Chief Victor Chevrette presented a special tribute to the Superior Township Fire department from the State of Michigan.

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

It was moved by McKinney, supported by Lewis, that the Superior Township Board receive all reports.

The motion carried by unanimous vote.

C. UTILITY DEPARTMENT FINANCIAL REPORTS PERIOD ENDING SEPTEMBER 30, 2017

It was moved by Green, supported by Caviston, to receive the Utility Department Financial reports for the period ending September 30, 2017.

The motion carried by unanimous vote.

D. FINANCIAL REPORTS ALL FUNDS, ENDING SEPTEMBER 30, 2017

It was moved by Caviston, supported by Green, to receive the Financial Reports for All Funds for the period ending September 30, 2017.

The motion carried by unanimous vote.

9. COMMUNICATIONS

- A.** Letter from Tanglewood residents requesting greater connectivity to the community. It was moved by Findley, supported by Caviston, to receive the letter.

The motion carried by unanimous vote.

- B.** Brenda Baker provided an update to the board regarding the Committee to Promote Superior Township.

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
NOVEMBER 20, 2017
ADOPTED MINUTES
PAGE 4**

10. UNFINISHED BUSINESS

None

11. NEW BUSINESS

A. ORDINANCE 174-20, RFC FINANCIAL PLANNERS AREA PLAN – FIRST READING

Rezoning of the property (Parcel Tax ID # J-10-18-155-009) at the corner of Short Street and Plymouth Road in Dixboro from the present VC (Village Center Special District) to VC (Village Center Special District - RFC Holdings, LLC Area Plan dated 10/13/2017).

It was moved by McKinney, supported by Green, for the board to accept the first reading to amend Ordinance 174-20:

**SUPERIOR CHARTER TOWNSHIP
WASHTENAW COUNTY, MICHIGAN**

**RFC HOLDINGS, LLC AREA PLAN
ORDINANCE # 174-20**

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 from the present VC (Village Center Special District) to VC (Village Center Special District - RFC Holdings, LLC Area Plan dated 10/13/2017); and described as:

Parcel Tax ID # J-10-18-155-009

Legal Description

OWNER REQUEST **FROM 1018155006 08/17/93 SU 37-1A-2B COM AT SW COR LOT 1 IN NE SECTION OF PLAT OF VILLAGE OF DIXBORO, TH N 89-20-20 E 33.05 FT TO POB, TH N 02-31-20 E 117.00 FT, TH N 89-20-20 E 296.66 FT, TH S 02-29-50 W 117.00 FT, TH S 89-20-20 W 296.77 FT TO POB. BEING LOTS 2 & 3, AND PART OF

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
NOVEMBER 20, 2017
ADOPTED MINUTES
PAGE 5**

LOTS 1 & 4 OF SAID PLAT VILL OF DIXBORO. SEC 18, T2S-R7E.

SECTION II

The RFC Holdings, LLC Area Plan dated 10/13/2017 shall constitute the Approved Area Plan.

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.superiortownship.org 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 ordinance or parts of ordinances in conflict herewith are hereby repealed.

CERTIFICATE OF ADOPTION AND PUBLICATION

I, Lynette Findley, 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 November 20, 2017 and published in a newspaper, circulated in the Charter Township of Superior in accordance with Section 8 of MCL 42.8, 3 (b).

Roll call:

Ayes: McKinney, Findley, Lewis, Williams, Green, Caviston, Schwartz

Nays: None

The motion carried by unanimous vote.

B. RESOLUTION 2017-41, APPROVAL OF POLICE SERVICE CONTRACT WITH WASHTENAW

Amendment of the police services contract of Washtenaw County for a one-year extension with a 1% increase for a total of \$160,650 per PSU for 2018.

It was moved by McKinney, supported by Findley, for the board to adopt the amendment to the police services contract:

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
NOVEMBER 20, 2017
ADOPTED MINUTES
PAGE 6**

**SUPERIOR CHARTER TOWNSHIP
WASHTENAW COUNTY, MICHIGAN**

**A RESOLUTION TO APPROVE AN AMENDMENT TO THE POLICE
SERVICES CONTRACT WITH WASHTENAW COUNTY**

Resolution Number 2017-41

NOVEMBER 20, 2017

At a regular meeting of the Township Board of Trustees of Superior Charter Township, Washtenaw County, Michigan, held at the Township Hall of said Township on the 20th day of November, 2017, the following resolution was offered.

WHEREAS, the Superior Township Board of Trustees is authorized by statute to enter into a contract with Washtenaw County for the provisioning of Police Services; and,

WHEREAS, Superior Township Board of Trustees entered into a contract with Washtenaw County for the provisioning of Police Services in 2012; and,

WHEREAS, Washtenaw County now proposes to amend Article II and Article V extending the contract for police services through 12/31/18.

NOW, THEREFORE, BE IT RESOLVED, that the Superior Charter Township Board does hereby approves the contract amendment with the Washtenaw County as attached hereto, and authorizes the Supervisor to execute the same on behalf of the Township.

Roll call:

Ayes: Caviston, Green, Williams, Lewis, Findley, McKinney, Schwartz

Nays: None

The motion carried by unanimous vote.

CERTIFICATION STATEMENT

I, Lynette Findley, 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 November 20, 2017 and that public notices of said meeting were given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended.

Lynette Findley, Township Clerk

Date Certified

C. RESOLUTION 2017-42, WAIVING SOME REQUIREMENTS FOR THE MINOR SITE PLAN PROCESS FOR THE DIXBORO VILLAGE GREEN LLC, VILLAGE GREEN PAVILION PROJECT

Dixboro Village Green, LLC is requesting that the planning commission wave the minor site plan requirements for the Pavilion Project for parking, delineation of transition strips, fences, signage, etc. because there won't be any.

The following resolution was moved by McKinney, supported by Green:

**SUPERIOR CHARTER TOWNSHIP
WASHTENAW COUNTY, MICHIGAN**

A RESOLUTION WAIVING SOME REQUIREMENTS FOR THE MINOR SITE PLAN PROCESS FOR THE DIXBORO VILLAGE GREEN LLC, VILLAGE GREEN PAVILION PROJECT

Resolution Number 2017-42

NOVEMBER 20, 2017

WHEREAS, the Superior Charter Township has authority to omit certain requirements of a minor site plan if the information is deemed not applicable or not particularly useful in determining the suitability of the project for the site; and,

WHEREAS, the application for a minor site plan by the Dixboro Village Green LLC, for the pavilion project, a community based project in a public service zoning district; and,

WHEREAS, the township board strongly supports this project because it will build community based assets and recreational opportunities within the township, and relieve the township of certain governmental burdens and confer upon the township recreational and other notable benefits; and,

WHEREAS, The Dixboro Village Green LLC requests the following requirements to be omitted due to non-applicability or non-usefulness in determining the suitability of the project for the site:

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
NOVEMBER 20, 2017
ADOPTED MINUTES
PAGE 8**

1. Calculations for parking (parking will be provide at the Dixboro Church)
2. Delineation of transition strips.
3. Location, type, area, heights and lighting specifications of proposed signs. (N/A)
4. Location, area dimensions of vehicle access points and distances between adjacent or opposing driveways and road intersections. (N/A)
5. Location, area and dimensions of any outdoor sales, displays or storage areas. (N/A)
6. Parking space dimensions, pavement markings and traffic control signage. (N/A)
7. General layout of proposed landscaping and screening improvements; including plantings, topographical changes and similar features. (N/A)
8. Proposed fences, wall and other screening devices, including typical cross section, materials and height above grade. (N/A)
9. Screening methods for any waste receptacle areas, ground mounted generators, transformers mechanical (HVAC) units and similar devices. (N/A)

WHEREAS, the pavilion project is a community based project, strongly supported by the township board and the residents of Superior Township, and in recognition that the Dixboro Village Green LLC, a nonprofit corporation, was organized and developed specifically to benefit the Township of Superior, its residents and Dixboro area, the Dixboro Village Green LLC requests that the required application, review fees and the required escrow deposits be waived.

NOW THEREFORE BE IT RESOLVED, that the Superior Township Board of Trustees strongly recommend that the Superior Township Planning Commission determine that requirements 1-9 for minor site plan as set forth herein be waived as non-applicable or of no substantial consequence in determining the suitability of the site plan for the proposed public use.

NOW THEREFORE BE IT FURTHER RESOLVED, that the Superior Township Board of Trustees shall waive all required fees and escrows pertaining specifically to this project including review fees.

The motion carried by unanimous vote.

CERTIFICATION STATEMENT

I, Lynette Findley, 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

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
NOVEMBER 20, 2017
ADOPTED MINUTES
PAGE 9**

November 20, 2017 and that public notices of said meeting were given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended.

Lynette Findley, Township Clerk

Date Certified

D. RESOLUTION 2017-43, SALARIES FOR NON-UNION EMPLOYEES

Non-Union employees will receive a 3% raise for 2018.

The following resolution was moved by McKinney, supported by Green:

**SUPERIOR CHARTER TOWNSHIP
WASHTENAW COUNTY, MICHIGAN**

**A RESOLUTION AFFIRMING THE SALARIES OF ALL NON-UNION
EMPLOYEES OF SUPERIOR TOWNSHIP FOR THE 2018 BUDGET**

Resolution Number 2017-43

NOVEMBER 20, 2017

WHEREAS, the Superior Charter Township Board of Trustees approved the 2018 budgets for all funds on October 16, 2017; and

WHEREAS, the board of trustees did not specifically designate the compensation for the full-time and part time township employees and

WHEREAS, the township auditors have requested that the compensation for the employees be approved by the board of trustees by resolution; and

WHEREAS, the residents of Superior Township continue to receive service that reflects positively on the employees, officials and trustees of the township,

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
NOVEMBER 20, 2017
ADOPTED MINUTES
PAGE 10**

NOW THEREFORE BE IT RESOLVED, that compensation for all full-time and part-time non-union employees be three percent (3%) higher in 2018 than their compensation in 2017 except as otherwise set by the 2018 budget.

The motion carried by unanimous vote.

CERTIFICATION STATEMENT

I, Lynette Findley, 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 November 20, 2017 and that public notices of said meeting were given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended.

Lynette Findley, Township Clerk

Date Certified

E. RESOLUTION 2017-44, SALARY FOR SUPERVISOR

The supervisor will receive a 3% raise for 2018.

The following resolution was moved by Green, supported by Caviston:

**SUPERIOR CHARTER TOWNSHIP
WASHTENAW COUNTY, MICHIGAN**

**A RESOLUTION AFFIRMING THE 2018 SALARY OF
SUPERIOR TOWNSHIP SUPERVISOR**

Resolution Number 2017-44

NOVEMBER 20, 2017

WHEREAS, the Superior Charter Township Board of Trustees approved the 2018 budgets for all funds on October 16, 2017; and

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
NOVEMBER 20, 2017
ADOPTED MINUTES
PAGE 11**

WHEREAS, the board of trustees did not specifically designate the compensation for the full-time elected officials or the board of trustees; and

WHEREAS, the township auditors have requested that the compensation for the full-time elected officials and the board of trustees be approved by the board of trustees by resolution; and

WHEREAS, the residents of Superior Township continue to receive service that reflects positively on the employees, officials and trustees of the township,

NOW THEREFORE BE IT RESOLVED, that compensation for the supervisor be three percent (3%) higher in 2018 than his compensation in 2017 as listed in the 2018 budget adopted by the Superior Charter Township Board of Trustees.

The motion carried by unanimous vote.

CERTIFICATION STATEMENT

I, Lynette Findley, 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 November 20, 2017 and that public notices of said meeting were given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended.

Lynette Findley, Township Clerk

Date Certified

F. RESOLUTION 2017-45, SALARY FOR CLERK

The clerk will receive a 3% raise for 2018.

The following resolution was moved by Williams, supported by McKinney:

**SUPERIOR CHARTER TOWNSHIP
WASHTENAW COUNTY, MICHIGAN**

**A RESOLUTION AFFIRMING THE 2018 SALARY OF
SUPERIOR TOWNSHIP CLERK**

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
NOVEMBER 20, 2017
ADOPTED MINUTES
PAGE 12**

Resolution Number 2017-45

NOVEMBER 20, 2017

WHEREAS, the Superior Charter Township Board of Trustees approved the 2018 budgets for all funds on October 16, 2017; and

WHEREAS, the board of trustees did not specifically designate the compensation for the full-time elected officials or the board of trustees; and

WHEREAS, the township auditors have requested that the compensation for the full-time elected officials and the board of trustees be approved by the board of trustees by resolution; and

WHEREAS, the residents of Superior Township continue to receive service that reflects positively on the employees, officials and trustees of the township,

NOW THEREFORE BE IT RESOLVED, that compensation for the clerk be three percent (3%) higher in 2018 than her compensation in 2017 as listed in the 2018 budget adopted by the Superior Charter Township Board of Trustees.

The motion carried by unanimous vote.

CERTIFICATION STATEMENT

I, Lynette Findley, 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 November 20, 2017 and that public notices of said meeting were given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended.

Lynette Findley, Township Clerk

Date Certified

G. RESOLUTION 2017-46, SALARY FOR TREASURER

The treasurer will receive a 3% raise for 2018.

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
NOVEMBER 20, 2017
ADOPTED MINUTES
PAGE 13**

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

**SUPERIOR CHARTER TOWNSHIP
WASHTENAW COUNTY, MICHIGAN**

**A RESOLUTION AFFIRMING THE 2018 SALARY OF
SUPERIOR TOWNSHIP TREASURER**

Resolution Number 2017-46

NOVEMBER 20, 2017

WHEREAS, the Superior Charter Township Board of Trustees approved the 2018 budgets for all funds on October 16, 2017; and

WHEREAS, the board of trustees did not specifically designate the compensation for the full-time elected officials or the board of trustees; and

WHEREAS, the township auditors have requested that the compensation for the full-time elected officials and the board of trustees be approved by the board of trustees by resolution; and

WHEREAS, the residents of Superior Township continue to receive service that reflects positively on the employees, officials and trustees of the township,

NOW THEREFORE BE IT RESOLVED, that compensation for the treasurer be three percent (3%) higher in 2018 than her compensation in 2017 as listed in the 2018 budget adopted by the Superior Charter Township Board of Trustees.

The motion carried by unanimous vote.

CERTIFICATION STATEMENT

I, Lynette Findley, 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 November 20, 2017 and that public notices of said meeting were given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended.

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
NOVEMBER 20, 2017
ADOPTED MINUTES
PAGE 14**

Lynette Findley, Township Clerk

Date Certified

H. RESOLUTION 2017-47, SALARY FOR BOARD OF TRUSTEES

The trustees will receive a 3.3% raise for 2018 for an increase to \$155.00.

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

**SUPERIOR CHARTER TOWNSHIP
WASHTENAW COUNTY, MICHIGAN**

**A RESOLUTION AFFIRMING THE SALARY OF SUPERIOR TOWNSHIP
TRUSTEES FOR THE 2018 BUDGET**

Resolution Number 2017-47

NOVEMBER 20, 2017

WHEREAS, the Superior Charter Township Board of Trustees approved the 2018 budgets for all funds on October 16, 2017; and

WHEREAS, the board of trustees did not specifically designate the compensation for the full-time elected officials or the board of trustees; and

WHEREAS, the township auditors have requested that the compensation for the full-time elected officials and the board of trustees be approved by the board of trustees by resolution; and

WHEREAS, the residents of Superior Township continue to receive service that reflects positively on the employees, officials and trustees of the township,

NOW THEREFORE BE IT RESOLVED, that compensation for the Superior Charter Township Board of Trustees shall be \$155.00 per meeting attended in 2018.

The motion carried by unanimous vote.

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
NOVEMBER 20, 2017
ADOPTED MINUTES
PAGE 15**

CERTIFICATION STATEMENT

I, Lynette Findley, 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 November 20, 2017 and that public notices of said meeting were given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended.

Lynette Findley, Township Clerk

Date Certified

I. RESOLUTION 2017-48, HIRING SUSAN KELLERMIER AS A TEMPORARY PART-TIME ASSESSING ASSISTANT

Resolution to hire Susan Kellermier as temporary, part-time to assist in the Assessing Department.

It was moved by Findley, supported by Lewis to authorize the hire of Susan Kellermier:

**SUPERIOR CHARTER TOWNSHIP
WASHTENAW COUNTY, MICHIGAN**

**A RESOLUTION HIRING SUSAN KELLERMIER AS A
TEMPORARY PART-TIME ASSESSING ASSISTANT**

Resolution Number 2017-48

NOVEMBER 20, 2017

WHEREAS, The Charter Township of Superior through its assessor and supervisor has determined the need to hire additional assessing staff to perform the personal property tax examination, additional field work and review of materials in order to prepare for the 2019 AMAR (Audit of Minimum Assessing Requirements), and;

WHEREAS, Susan Kellermier is available to work as a temporary part-time employee to assist the assessing department with the following duties; and,

WHEREAS, Susan Kellermier has over 30 years of experience with the Washtenaw County Department of Equalization and Pittsfield Township; and has earned a level three

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
NOVEMBER 20, 2017
ADOPTED MINUTES
PAGE 16**

assessing certification and is a MAAO certified appraiser and will complete the following duties at the wage of \$18.00 per hour with no benefits:

- State Audit of Minimum Assessing Requirements
- Personal Property Canvass which consists of visiting 250 businesses to collect data
- Data entry of each of the 250 statements Personal Property accounts
- Sending letters to our exempt properties asking for proof to confirm their exempt status
- Organizing and boxing old board of review files to send to the basement storage
- Creating 125 new parcels and addresses for Sutton Ridge
- Assisting with training the new appraiser and checking his completed work
- Other Assessing tasks as they arise

NOW THEREFORE BE IT RESOLVED, that the Superior Township Board of Trustees hereby hires Susan Kellermier as Superior Township assistant assessor, as a temporary part-time employee.

The motion carried by unanimous vote.

CERTIFICATION STATEMENT

I, Lynette Findley, 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 November 20, 2017 and that public notices of said meeting were given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended.

Lynette Findley, Township Clerk

Date Certified

J. APPROVE 2018 HOLIDAY SCHEDULE

It was moved by Lewis, supported by McKinney to authorize the 2018 Holiday Schedule:

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
NOVEMBER 20, 2017
ADOPTED MINUTES
PAGE 17**

**CHARTER TOWNSHIP OF SUPERIOR
2018 HOLIDAY CLOSINGS SCHEDULE**

Monday, January 1, 2018	New Year's Day
Tuesday, January 2, 2018	Day after New Year's Day
Monday, January 15, 2018	Martin Luther King, Jr. Day
Monday, February 19, 2018	President's Day
Friday, March 30, 2018*	Good Friday
Monday, May 28, 2018	Memorial Day
Wednesday, July 4, 2018	Independence Day
Monday, September 3, 2018	Labor Day
Monday, October 8, 2018	Columbus Day
Monday, November 12, 2018	Veteran's Day
Wednesday, November 21, 2018*	Day before Thanksgiving
Thursday, November 22, 2018	Thanksgiving Day
Friday, November 23, 2018	Day after Thanksgiving
Monday, December 24, 2018	Day before Christmas Eve
Tuesday, December 25, 2018	Christmas Day
Wednesday, December 26, 2018	Day after Christmas
Monday, December 31, 2018	Day before New Year's Eve

* denotes ½ day, offices close at 12:00 noon

Lynette Findley, Clerk
Charter Township of Superior
3040 N. Prospect
Superior Township, MI 48198
734-482-6099

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
NOVEMBER 20, 2017
ADOPTED MINUTES
PAGE 18**

The motion carried by unanimous vote.

K. APPROVE 2018 BOARD MEETING SCHEDULE

It was moved by McKinney, supported by Caviston to authorize the 2018 Meeting Schedule:

**CHARTER TOWNSHIP OF SUPERIOR
3040 NORTH PROSPECT, YPSILANTI, MICHIGAN 48198
734-482-6099**

2018 MEETING SCHEDULE

TOWNSHIP BOARD

All regular meetings are held at the Township Hall, 3040 N. Prospect, at **7:00 p.m.** on the third Monday of each month. If a holiday falls on a third Monday, the meeting will be on the Tuesday following that Monday of that week.

Tuesday, January 16, 2018 (following Martin Luther King Day)
Tuesday, February 20, 2018 (following Presidents' Day)
Monday, March, 19, 2018
Monday, April 16, 2018
Monday, May 21, 2018
Monday, June 18, 2018
Monday, July 16, 2018
Monday, August 20, 2018
Monday, September 17, 2018
Monday, October 15, 2018
Monday, November 19, 2018
Monday, December 17, 2018

PLANNING COMMISSION (subject to Planning Commission approval)

All regular meetings are held at the Township Hall, 3040 N. Prospect, at 7:30 p.m. on the fourth Wednesday of each month, except for the December meeting, which will be held on the second Wednesday of the month.

Wednesday, January 24, 2018	Wednesday, July 25, 2018
Wednesday, February 28, 2018	Wednesday, August 22, 2018
Wednesday, March 28, 2018	Wednesday, September 26, 2018
Wednesday, April 25, 2018	Wednesday, October 24, 2018
Wednesday, May 23, 2018	Wednesday, November 28, 2018
Wednesday, June 27, 2018	Wednesday, December 12, 2018

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
NOVEMBER 20, 2017
ADOPTED MINUTES
PAGE 19**

Lynette Findley, Clerk
3040 N. Prospect
Superior Township, MI 48198
734-482-6099

The motion carried by unanimous vote.

12. BILLS for PAYMENT and RECORD of DISBURSEMENTS

It was moved by McKinney, supported by Caviston, to receive bills for payment and record of disbursements in the amount of \$850,851.67.

The motion carried by unanimous vote.

13. PLEAS and PETITIONS

Sandy Lopez wished everyone a happy Thanksgiving.

14. ADJOURNMENT

It was moved by McKinney, supported by Lewis, that the meeting be adjourned. The meeting adjourned at 7:58 p.m.

Respectfully submitted,

Lynette Findley, Clerk

Kenneth Schwartz, Supervisor