

**CHARTER TOWNSHIP OF SUPERIOR BOARD  
REGULAR MEETING  
JANUARY 16, 2018  
ADOPTED MINUTES  
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**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 January 16, 2018 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, Lisa Lewis, Brenda McKinney, Ken Schwartz and Alex Williams.

Absent: Nancy Caviston and Brenda McKinney.

**4. ADOPTION OF AGENDA**

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

The motion carried by unanimous vote.

**5. APPROVAL OF MINUTES**

**A. REGULAR MEETING OF DECEMBER 18, 2017**

It was moved by Green, supported by Williams, to approve the minutes of the regular Board meeting of December 18, 2017.

The motion carried by unanimous vote.

**6. CITIZEN PARTICIPATION**

None

**7. PRESENTATIONS AND PUBLIC HEARINGS**

- Former Superior Township fire fighter, Chris Wiggins, on behalf of the fire department, made a presentation on FEMA's Staffing for Adequate Fire and Emergency Response (SAFER) Grant. The grant would pay for an additional fire fighter for each shift for a total of 3 additional fire fighters and would bring the count up from 3 to 4 fire fighters per

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shift. The grant would pay for 70% in the first year two years, and 30% in the third year towards additional fire personnel. This will result in quicker response times, increased safety for the staff on duty and the community as a whole, and reduced wear and tear on the township equipment. It could also increase the township's Insurance Service Office (ISO) rating that could result in lowered insurance premiums. After the grants ends the township would be responsible for funding the additional fire personnel at 100%.

**8. REPORTS**

**A. SUPERVISOR REPORT**

Supervisor Schwartz reported on the following:

- The Superior Land Conservancy has their annual meeting on February 10, 2018.
- The Supervisor Schwartz, Clerk Findley and Treasurer McKinney met with DTE. They are relocating a powerline on Geddes Rd between Hickman and the roundabout. The powerline runs back through the woods. They will relocate the powerline to Geddes Rd. The relocation will take place in the summer and will affect two homes. The current location of the powerline has resulted in numerous power outages due to the line getting caught in the trees.
- Supervisor Schwartz' knee surgery has been moved up two weeks from February 12 to January 29. He believes he will be able to make the February board meeting. Due to the change in the date of Supervisor Schwartz' surgery he recommended that the meeting on Medical Cannabis be moved to March in order for him to attend.

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

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

The motion carried by unanimous vote.

**9. COMMUNICATIONS**

None

**10. UNFINISHED BUSINESS**

None

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**11. NEW BUSINESS**

**A. RESOLUTION 2018-01, CONNECTING COMMUNITIES PROJECT AGREEMENT**

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

**SUPERIOR CHARTER TOWNSHIP  
WASHTENAW COUNTY, MICHIGAN**

**A RESOLUTION TO APPROVE THE CONNECTING COMMUNITIES PROJECT  
AGREEMENT**

**Resolution Number 2018-01**

**JANUARY 16, 2018**

**WHEREAS**, Superior Township applied for a Connecting Communities grant in August 2016; and,

**WHEREAS**, the Washtenaw County Parks and Recreation Commission awarded Superior Township Forty Six Thousand Seven Hundred and Fifty dollars and no cents, (\$46,750.00) for the following purposes:

1. Planning and engineering for the Prospect Road trail segment;
2. Planning and bidding for sidewalk extension in Dixboro on Plymouth-Ann Arbor Road;
3. Planning, title examination, easement acquisition, and preliminary engineering for a trail on the south side of Plymouth-Ann Arbor Road from Cherry Hill Road to the former Lord Fox restaurant.

**NOW THEREFORE, BE IT RESOLVED** that the Superior Township Board of Trustees authorizes the Township Supervisor to execute the project agreement.

Roll call:

Ayes: Green, Williams, Lewis, Findley, Schwartz

Nays: None

Absent: Caviston, McKinney

The motion carried by unanimous vote.

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**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 January 16, 2018 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

**B. RESOLUTION 2018-02, SUTTON RIDGE DEVELOPMENT AGREEMENT**

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

**CHARTER TOWNSHIP OF SUPERIOR  
WASHTENAW COUNTY, MICHIGAN**

**RESOLUTION APPROVING SUTTON RIDGE  
DEVELOPMENT AGREEMENT**

**Resolution Number 2018-02**

**JANUARY 16, 2018**

**WHEREAS**, developer petitioned the Superior Township Board of Trustees to amend an area plan to approve an apartment development plan for the construction of 125 ranch style units with attached garages on parcel number J-10-35-100-006, being 30.77 acres.

**WHEREAS**, the proposal has been subject to several public meetings and a public hearing; the proposal has been extensively reviewed by township consultants and officials. The final site plan dated 9/19/2016 was approved by the Superior Township Planning Commission.

**WHEREAS**, the Superior Township Board of Trustees and the developer have reviewed the development agreement and find it to be a satisfactory statement of obligations and liabilities between the parties.

**NOW THEREFORE, BE IT RESOLVED** that in consideration of the mutual premises and covenants contained therein the Superior Township Board of Trustees hereby approves the development agreement for the Sutton Ridge Apartment development subject to minor changes being administratively approved by the township zoning and building official and the township supervisor.

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Roll call:

Ayes: Schwartz, Findley, Lewis, Williams, Green

Nays: None

Absent: Caviston, McKinney

The motion carried by unanimous vote.

**CERTIFICATION STATEMENT**

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\_\_\_\_\_  
Lynette Findley, Township Clerk

\_\_\_\_\_  
Date Certified

**C. RESOLUTION 2018-03, POVERTY EXEMPTIONS FOR 2018**

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

**CHARTER TOWNSHIP OF SUPERIOR  
WASHTENAW COUNTY, MICHIGAN**

**RESOLUTION APPROVING 2018 POVERTY EXEMPTION  
GUIDELINES FOR THE TAX BOARD OF REVIEW**

**Resolution Number: 2018-03**

**JANUARY 16, 2018**

**WHEREAS**, the adoption of guidelines for poverty exemptions is to be set from time to time by the Township Board; and

**WHEREAS**, the principal residence of persons, who the Supervisor/Assessor and Board of Review determines by reason of poverty to be unable to contribute to the public charge, is eligible for exemption in whole or in part from taxation under Public Act 390 of 1994 (MCL 211.7u); and

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**WHEREAS**, pursuant to PA 390 of 1994, the Charter Township of Superior, Washtenaw County adopts the following guidelines for the Board of Review to implement. The guidelines shall include but not be limited to the specific income and asset levels of the claimant and all persons residing in the household, including any property tax credit returns, filed in the current or immediately preceding year;

To be eligible, a person shall do all the following on an annual basis:

- 1) Be an owner of and occupy as a principal residence the property for which an exemption is requested.
- 2) File a claim with the supervisor/assessor or Board of Review, accompanied by federal and state income tax returns for all persons residing in the principal residence, including any property tax credit returns filed in the immediately preceding year or in the current year or a signed State Tax Commission Form 4988, Poverty Exemption Affidavit.
- 3) File a claim reporting that the combined assets of all persons do not exceed the current guidelines. Assets include but are not limited to, real estate other than the principal residence, personal property, motor vehicles, recreational vehicles and equipment, certificates of deposit, savings accounts, checking accounts, stocks, bonds, life insurance, retirement funds, etc. All assets not including the homestead shall not exceed \$20,000. Expenses and extenuating financial circumstances that are temporarily beyond the control of the applicant will be taken into account. Based upon the assets and income listed on a poverty exemption application, the Board of Review may grant the applicant 0% to 100% exemption. An applicant could meet the income guidelines but not the asset guidelines.
- 4) Produce a valid driver's license or other form of identification if requested.
- 5) Produce, if requested, a deed, land contract, or other evidence of ownership of the property for which an exemption is requested.
- 6) Meet the federal poverty income guidelines as defined and determined annually by the United States Department of Health and Human Services or alternative guidelines adopted by the governing body providing the alternative guidelines do not provide eligibility requirements less than the federal guidelines.
- 7) The application for an exemption shall be filed after January 1, but one day prior to the last day of the December Board of Review. The filing of this claim constitutes an appearance before the Board of Review for the purpose of preserving the right of appeal to the Michigan Tax Tribunal.

The following are the federal poverty income guidelines which are updated annually by the United States Department of Health and Human Services. The annual allowable income includes income for all persons residing in the principal residence. The Superior Township annual allowable income is also included for all persons residing in the principal residence as revised 1/16/18.

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**Federal Poverty Guidelines for 2017 Assessments**

**Number of Persons Residing in the Principal Residence      Federal Poverty Guidelines Annual allowable income      Superior Township Annual allowable income**

1 Person	\$12,060	\$22,000
2 Persons	\$16,240	\$27,000
3 Persons	\$20,420	\$32,000
4 Persons	\$24,600	\$37,000
5 Persons	\$28,780	\$42,000
6 Persons	\$32,960	\$47,000
7 Persons	\$37,140	\$52,000
8 Persons	\$41,320	\$57,000
For each additional person	\$4,180 per person	\$5,000

**NOW, THEREFORE, BE IT HEREBY RESOLVED** that the supervisor/assessor and Board of Review shall follow the above stated policy and federal guidelines in granting or denying an exemption, unless the Board of Review determines there are substantial and compelling reasons why there should be a deviation from the policy and federal guidelines and these reasons are communicated in writing to the claimant.

The motion carried by unanimous vote.

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\_\_\_\_\_  
Lynette Findley, Township Clerk

\_\_\_\_\_  
Date Certified

**12. BILLS for PAYMENT and RECORD of DISBURSEMENTS**

It was moved by Green, supported by Lewis, to receive bills for payment and record of disbursements in the amount of \$931,475.83.

The motion carried by unanimous vote.

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**13. PLEAS and PETITIONS**

Alex Williams and Lynette Findley will be absent for the February board meeting.

**14. ADJOURNMENT**

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

Respectfully submitted,

Lynette Findley, Clerk

Kenneth Schwartz, Supervisor