

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
OCTOBER 17, 2016
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 Kenneth Schwartz at 7:00 p.m. on September 19, 2016, at the Superior Township Hall, 3040 North Prospect, Ypsilanti, Michigan.

2. PLEDGE OF ALLEGIANCE

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

3. ROLL CALL

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

4. ADOPTION OF AGENDA

It was moved by Green, seconded by Caviston, to adopt the agenda with the addition of: under Presentations, a presentation by Dr. Debbie Mitchell on her youth program; under Communications, an update by Trustee Williams on the County Clean-Up held on October 15 at Rynearson Stadium; under Communications, a letter from David Phillips, Clerk; under New Business, Special Assessments by the Treasurer's Office for the 2016 Winter Tax Bill.

The motion carried by unanimous voice vote.

5. APPROVAL OF MINUTES

A. REGULAR MEETING OF SEPTEMBER 19, 2016

It was moved by Green, seconded by Caviston, to approve the minutes of the regular Board meeting of September 19, 2016 as presented.

The motion carried by a unanimous voice vote.

6. CITIZEN PARTICIPATION

A. CITIZEN COMMENTS

Omer Jean Winborn, township resident and member of the Ypsilanti District Library Board, spoke about working on a grant for a district library in Superior Township.

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Martha Kern, Parks Commissioner, spoke about the success of the Parks and Recreation pumpkin carving event. She said over 300 people attended.

Four political candidates introduced themselves.

7. PRESENTATIONS

A. DR. DEBBIE MITCHELL, “ALL THINGS ARTISTIC”, YOUTH PROGRAM

Dr. Debbie Mitchell spoke about her program, “All Things Artistic”, that engages Superior Township youth in arts education (dance, acting, singing, music, writing, etc.). The program is based at the New Christian Love Fellowship Church, 1601 Stamford. She inquired if the Township would be willing to help fund the program.

B. REGIONAL TRANSIT AUTHORITY MILLAGE PROPOSAL

Tiffany Gunter, Deputy CEO, made a presentation about the Regional Transit Authority millage proposal that is on the November 8, 2016 ballot. The proposal is to levy 1.2 mills for 20 years and will increase the scope and efficiency of the bus and rail system in the four county Southeast Michigan area. She spoke about the improvements and the advantages of the proposal.

C. 2017 TRUTH-IN-TAXATION PUBLIC HEARING

It was moved by Caviston, seconded by Green, to open the 2017 Truth-In-Taxation Public Hearing.

The motion carried by unanimous voice vote.

There were no questions or comments from the public.

The hearing was closed at 8:13 pm.

8. REPORTS

A. SUPERVISOR REPORT

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Supervisor Schwartz reported on the following: Fairfax Manor is closed. They have a significant debt with HUD and may be headed for foreclosure. He attended a SEMCOG meeting last week and they talked about infrastructure. The Washtenaw County Water Resources Commission is considering installing a rain garden along MacArthur Boulevard. The Road Commission has presented a proposal to replace the bridge for the Parks Drain on Cherry Hill with an aluminum culvert that will result in a cost savings to Superior Township. Cherry Hill Road will remain closed until the project is completed in 2017. He met with Dr. Edmundson, Superintendent of Ypsilanti Community Schools about the Township purchasing Cheney School and using it for recreation programs. The Utility Department SAW grant is almost complete and the next step is to determine if adjustments are needed to rates and/or connection fees to fund the needed improvements; Sutton Ridge-Redwood has filed for site plan review by the Planning Commission. There has been a ZBA petition filed regarding the re-zoning but Schwartz has discussed it with the Township Attorney and they may not have standing to have their appeal heard. Schwartz met with the County Treasurer who has filed to have a conservator appointed for Mr. Alden David Burley, 6645 Warren Road, because he is delinquent with his taxes and faces the possibility of losing his home if the Township assesses additional costs for the blight clean-up to his property. Township officials have been meeting with a group that is in the process of purchasing Danbury Manor Apartments. Revisions to the PILOT ordinance and Security Agreement have been drafted and will be coming to the Board for review and approval. Deborah Kuehn retired and her replacement, Laura Bennett, has excellent credentials and is working out well in the Building Dept. There is an appreciation day for David Phillips on Wednesday, November 16, 2016, noon at the Township Hall.

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

It was moved by Green, seconded by Caviston, that the Superior Township Board receive all reports.

The motion carried by unanimous voice vote.

8. COMMUNICATIONS

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**A. ALEX WILLIAMS, REPORT ON THE OCTOBER 15 COUNTY CLEAN-UP
EVENT AT RYNEARSON STADIUM**

Trustee Alex William said the October 15 County Clean-Up Event was a success. There were about 250 cars, which is about average. He said many of the attendees indicated they learned of the event from the flyer that was included with the Superior Scenes newsletter that was mailed out the first of October.

B. COMMITTEE TO PROMOTE SUPERIOR TOWNSHIP LETTER

Brenda Baker, Chairperson of the Committee to Promote Superior Township (C2PST), presented a letter and made a short presentation to the Township Board, which provided an annual report of the C2PST activities and accomplishments over the last year. These included contributing articles to the newsletter, promoting the use of Superior Township when addressing mail, expanding "Superior Places" and the Michigan Township Association featured Superior Township and C2PST in an article about placemaking.

It was moved by Caviston, seconded by Lewis, to receive the letter from C2PST.

The motion carried by unanimous voice vote.

C. LETTER FROM DAVID PHILLIPS, CLERK

David Phillips, Clerk, presented a letter to the Board thanking everyone he has served with and worked with for their cooperation, dedication and hard work. He highlighted that during the financial crisis, which began in 2008, the Township did not raise taxes and maintained the same level of services with minimal employee cut-backs. He encouraged the future Township Board to maintain this precedent of prudent financial responsibility.

9. UNFINISHED BUSINESS

There was none.

10. NEW BUSINESS

A. RESOLUTION 2016-21. 2017 MILLAGE RATES

Supervisor Schwartz explained the millage rates for 2017, which were very similar to the millage rates for the current year. Total revenue for each fund increased for each fund.

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

**CHARTER TOWNSHIP OF SUPERIOR
BOARD OF TRUSTEE’S RESOLUTION**

OCTOBER 17, 2016

RESOLUTION 2016-21

A RESOLUTION ADOPTING GENERAL APPROPRIATION ACT MILLAGE RATES:

WHEREAS: the Charter Township of Superior Board of Trustee’s has carefully reviewed the Township’s current and projected financial needs, and

WHEREAS: the Board of Trustee’s recognizes its responsibility to the citizens of the Charter Township of Superior to carefully monitor the Township funds and provide necessary revenue to offset proposed expenditures, and

WHEREAS: the auditors suggested that millage rates for revenue should be by resolution, and

THEREFORE BE IT RESOLVED: that the Charter Township of Superior Board of Trustee’s adopts the millages on the attachment by Resolution as listed.

	TAXABLE VALUE	MILLAGE	TOTAL TAX REVENUE
GENERAL			
REG	\$582,122,633	0.8128	\$473,149
IFT	\$43,934,616	0.4064	\$17,855
FIRE	Voter Approved		
REG	\$582,122,633	2.9769	\$1,732,920
IFT	\$43,934,616	1.4884	\$65,392
LAW	Voter Approved		
REG	\$582,122,633	2.2327	\$1,299,705
IFT	\$43,934,616	1.1163	\$49,044

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The motion carried by unanimous voice vote.

B. RESOLUTION 2016-22, 2017 BUDGETS ALL FUNDS

Supervisor Schwartz provided a written summary of the 2017 budget highlights, which included a 3% pay increase for all employees, an overall 3.68% increase for medical insurance and no change in the health incentive. He indicated other highlights for the different Township Funds.

Parks Director Juan Bradford provided a written explanation of the Parks Department 2016 and Parks and Recreation Accomplishments for 2016. Included in his proposed budget is \$36,000 for a new van and to increase funds for park development/improvement to \$50,000. Members of the Board and audience commented on the improvement to Fireman's Park, which was accomplished through a grant.

Controller Keith Lockie reviewed the Utility Department's proposed budget. He said capital improvements were not included in the budget, water and sewer revenues were up 15%, the Utility Department has over \$3m in capital reserves and \$117,000 is budgeted to transfer to capital reserves in 2017.

Clerk David Phillips questioned the addition of a full-time deputy clerk position for 2017. The proposed salary for the position is about \$40,000 and there will be between \$10,000 and \$15,000 in additional fringe benefits. He said that his actual expenses for total additional staffing to assist his office for 2016 will be in the neighborhood of \$12,000 and this was with four elections. There are currently no elections scheduled for 2017 and he questioned why a new full-time staff member was needed.

The following resolution was moved by McKinney, seconded by Lewis:

**CHARTER TOWNSHIP OF SUPERIOR
BOARD OF TRUSTEE'S
A RESOLUTION ADOPTING GENERAL APPROPRIATIONS ACT:
2017 BUDGETS FOR ALL FUNDS**

OCTOBER 17, 2016

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RESOLUTION 2016-22

WHEREAS: the Charter Township of Superior Board of Trustee’s has carefully reviewed the Township’s current and projected financial needs, and

WHEREAS: the Charter Township of Superior Board of Trustees recognizes its responsibility to the citizens of Superior Township to carefully monitor the Township funds and provide for the needs of the Township, and

WHEREAS: the Board of Trustees of the Charter Township of Superior has carefully considered the projected revenues and expenditures for the coming year, and

NOW THEREFORE BE IT RESOLVED: that the Charter Township of Superior Board of Trustee’s adopt the proposed budgets for the 2016 calendar year: the General Fund Budget by activity dated October 17, 2016, the Fire fund Budget dated October 19, 2016, the Building Fund budget dated October 17, 2016, the Law Fund budget dated October 19, 2016, the Park Fund Budget dated October 17, 2016, the Utility Fund Budget dated October 19, 2016, The Streetlight Budget dated October 17, 2016, the Side Street Maintenance fund budget dated October 19, 2016, and the Hyundai Special Assessment Fund dated October 19, 2016.

Fund	Revenues	Expenditures	Transfers
General	\$1,925,253	\$1,673,773	\$251,702
Fire	1,817,743	1,657,178	160,565
Law	1,708,799	1,708,799	-0-
Building	254,025	146,927	53,549
Parks	307,422	307,422	-0-
Streetlights	94,461	94,461	-0-
Sidestreet Maint.	22,646	18,214	4,432
Hyundai SAD	125,000	125,000	-0-
Utilities	3,621,339	3,621,865	117,474

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

Nays: None

Absent: Green (left at 9:10 pm)

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The motion carried.

C. RESOLUTION 2016-23, HCSP CONTRIBUTION ADJUSTMENT

The following resolution was moved by McKinney, seconded by Lewis:

**SUPERIOR CHARTER TOWNSHIP
 WASHTENAW COUNTY, MICHIGAN
 October 17, 2016**

RESOLUTION 2016-23

**A RESOLUTION TO AMEND THE HEALTH CARE SAVINGS PLAN
 PARTICIPATION AGREEMENTS**

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 seventeenth day of October, 2016, at 7:00 p.m. Eastern Standard Time, the following resolution was offered by McKinney, and supported by Lewis:

WHEREAS Superior Charter Township employees are permitted to request that the Superior Charter Township Board amend their MERS Health Care Savings Plan Participation (HCSP) Agreement once per calendar year; and

WHEREAS the following employees have requested a change in the amount they contribute to their HCSP for fiscal 2016 heretofore;

2016 HEALTH OPTION CHANGES

Union

NAME	DIVISION NUMBER		New Rate
Bach, Shaun	300491	Fire Union Health Option #3	5.00%

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NOW, THEREFORE, BE IT RESOLVED that a new MERS Health Care Savings Plan Participation Agreement be created for the above employees with the employee contribution rates for 2016 as indicated above, with all other provisions of their current existing MERS Health Care Savings Plan Participation Agreement to remain the same;

BE IT FURTHER RESOLVED that there be no change in the definition of pay eligible for the mandatory salary reduction which is currently defined as regular and overtime pay, education and longevity pay, and an option to cash 0% to 100% of benefit hours upon separation from service.

he motion carried by unanimous voice vote.

D. RESOLUTION 2016-24, DEMOLITION BIDS FOR GEDDES ROAD PUMP STATION

Supervisor Schwartz that the Utility Department pump station on Geddes, east of Prospect, has been painted with graffiti several times over the past year. It is costly to have it removed. OHM has indicated that the station is no longer necessary and it can be removed. Supervisor Schwartz is recommending that it be removed.

The following motion was moved by McKinney, seconded by Williams:

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

**RESOLUTION AUTHORIZING THE ADMINISTRATIVE
STAFF TO SOLICIT DEMOLITION BIDS**

Resolution Number: 2016-24

October 17, 2016

WHEREAS, In May 2014 the Superior Township Board approved a water and sewer capital improvement plan (CIP) for the utility department; and,

WHEREAS, the CIP identified the abandonment of the Geddes Road booster station as water system project; and

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WHEREAS, the Geddes Road booster station has been a repeated target of graffiti and defacement; and,

NOW THEREFORE BE IT RESOLVED that the Superior Township Board of Trustees authorizes the administrative staff to prepare bid documents for the demolition, removal and restoration of the Geddes Road water booster station, including underground removal and capping of pipes to be funded from the Capital Reserve Funds of the utility budget.

BE IT FURTHER RESOLVED that the Supervisor and Clerk are authorized to execute any document necessary to carry this resolution into effect.

The motion carried by unanimous voice vote.

E. WASHTENAW COUNTY HUMANE SOCIETY LOCAL CONTRIBUTIONS

For numerous years, Washtenaw County has been negotiating with Washtenaw County communities to contribute towards the operation and maintenance of the Humane Society of Huron Valley (HSHV). In the past, Superior Township agreed to contribute \$10,000 per year, although the County requested more. Supervisor Schwartz explained that since the Township has an animal control ordinance and we use the HSHV's animal control services, we are obligated to contribute to the HSHV.

It was moved by McKinney, seconded by Phillips, for the Board to approve the following contract with Washtenaw County, to approve the payment of \$10,000 to the County for animal control services and to authorize the Supervisor to sign the contract.

**CONTRACT
*Superior Township***

AGREEMENT is made this 23rd day of September, 2016, by the **Township of Superior** ("**Township**") located at **3040 North Prospect, Ypsilanti, MI 48198** and the COUNTY OF WASHTENAW, a municipal corporation, with offices located in the County Administration Building, 220 North Main Street, Ann Arbor, Michigan 48104("County").

WHEREAS, under Michigan law, the County is responsible for handling stray dogs and other smaller animal-related issues; and

WHEREAS, under Michigan law, other local governmental entities may choose to enact their own animal control ordinance and keep the fees assessed under that ordinance; and

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WHEREAS, the Michigan Attorney General has opined (Opinion #5566, September 24, 1979) that a County is not responsible to pay for the costs associated with the enforcement of a local unit of government's animal control ordinance; and

WHEREAS, the County contracts with the Humane Society of Huron Valley ("HSHV") to provide statutorily required animal control services to the County; and

WHEREAS, the Township maintains its own animal control ordinance and has been using HSHV to meet the requirements of its ordinance without paying either the County or HSHV; and

WHEREAS, the parties have agreed that the County will continue to contract with HSHV, but that the Township will contribute funds to the County to help off-set those animals handled by HSHV under the Township's animal control ordinance.

NOW THEREFORE, in consideration of the promises below, the parties mutually agree as follows:

ARTICLE II - COMPENSATION

The parties agree that to assist the County in helping to defray its contractual costs to HSHV for providing animal control services throughout the entire County, including those animal service costs generated by the Township's Ordinance, the Township will pay the County an amount not to exceed **ten thousand** (\$10,000.00) dollars. The Township shall pay these funds in a lump sum to the County immediately upon execution of this Contract. Payment must be sent to:

**Washtenaw County Administration
Attn: Candace Wethington
220 N. Main Street
Ann Arbor, MI 48104**

ARTICLE III - TERM

This contract begins on **January 1, 2016** and ends on **December 31, 2016**.

ARTICLE IV - EQUAL EMPLOYMENT OPPORTUNITY

The County will not discriminate against any employee or applicant for employment because of race, creed, color, sex, sexual orientation, national origin, physical handicap, age, height, weight, marital status, veteran status, religion and political belief (except as it relates to a bona fide occupational qualification reasonably necessary to the normal operation of the business).

The County will take affirmative action to eliminate discrimination based on sex, race, or a handicap in the hiring of applicant and the treatment of employees. Affirmative action will include, but not be limited to: Employment; upgrading, demotion or transfer; recruitment advertisement; layoff or termination; rates of pay or other forms of compensation; selection for training, including apprenticeship.

The County agrees to post notices containing this policy against discrimination in conspicuous places available to applicants for employment and employees. All solicitations or advertisements for employees, placed by or on the behalf of the County, will state that all qualified applicants will receive

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consideration for employment without regard to race, creed, color, sex, sexual orientation, national origin, physical handicap, age, height, weight, marital status, veteran status, religion and political belief.

ARTICLE V - EQUAL ACCESS

The County shall provide the services set forth in Article I without discrimination on the basis of race, color, religion, national origin, sex, sexual orientation, marital status, physical handicap, or age.

ARTICLE VI - ASSIGNS AND SUCCESSORS

This contract is binding on the **Township of Superior** and the County, their successors and assigns. Neither the County nor the **Township of Superior** will assign or transfer its interest in this contract without the written consent of the other.

ARTICLE VII - TERMINATION OF CONTRACT

Section 1 - Termination without cause. Either party may terminate the contract by giving thirty (30) days written notice to the other party.

ARTICLE VIII - CHANGES IN SCOPE OR SCHEDULE OF SERVICES

Changes mutually agreed upon by the **Township of Superior** and the County, will be incorporated into this contract by written amendments signed by both parties.

ARTICLE IX - CHOICE OF LAW AND FORUM

This contract is to be interpreted by the laws of Michigan. The parties agree that the proper forum for litigation arising out of this contract is in Washtenaw County, Michigan.

ARTICLE X - EXTENT OF CONTRACT

This contract represents the entire agreement between the parties and supersedes all prior representations, negotiations or agreements whether written or oral.

ARTICLE XI – ELECTRONIC SIGNATURES

All parties to this contract agree that either electronic or handwritten signatures are acceptable to execute this agreement.

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ATTESTED TO:

WASHTENAW COUNTY

By: _____
Lawrence Kestenbaum (DATE)
County Clerk/Register

By: _____
Gregory Dill (DATE)
County Administrator

APPROVED AS TO FORM BY

Township of Superior

By: _____
Curtis N. Hedger (DATE)
Office of Corporation Counsel

By: _____
Kenneth Schwartz (DATE)
Township Supervisor

REVISED: 6/1/00

The motion carried by unanimous voice vote.

F. TOWNSHIP LOGO

Clerk David Phillips explained that as part of the website design, JCM Media agreed to redesign the Township logo at no cost and they will provide it in several formats to make it easier for printing and copying. JCM Media provided 22 possible logos. Phillips emailed the designs to all Board members for comment and rating but received comments from two board members. Phillips requested the Board decide if they want to keep the current logo or adopt one of the new logos. If it is decided to choose a new logo, Phillips' requested the Board assist with determining which logo they preferred. It was decided that Board members and members of the audience should forward their comments and recommendations to Phillips' by this Friday. Phillips will determine which logo is liked most and will inform JCM of the decision.

G. TOWNSHIP HOLIDAY SCHEDULE 2017

Clerk Phillips explained that there were several choices to choose for days off around Christmas and New Year's. He suggested Board member postpone action on the schedule until the November 21 Board meeting.

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**CHARTER TOWNSHIP OF SUPERIOR
2017 HOLIDAY CLOSINGS SCHEDULE**

Monday, January 2, 2017	Day After New Year's Day
Monday, January 16, 2017	Martin Luther King, Jr. Day
Monday, February 20, 2017	President's Day
Friday, April 14, 2017*	Good Friday
Monday, May 29, 2017	Memorial Day
Tuesday July 4, 2017	Independence Day
Monday, September 4, 2017	Labor Day
Monday, October 9, 2017	Columbus Day
Friday, November 10, 2017	Day Before Veteran's Day
Thursday, November 23, 2017	Thanksgiving Day
Friday, November 24, 2017	Day After Thanksgiving
Friday, December 22, 2017	Day Before Christmas Eve
Monday, December 25, 2017	Christmas Day
Friday, December 29, 2017	Day Before New Year's Eve
-----OR-----	
Monday, December 25, 2017	Christmas Day
Tuesday, December 26, 2017	Day After Christmas

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No New Year's Eve Days off for 2017

Approve Monday, January 1, 2018

New Year's Day

Tuesday, January 2, 2018

Day After New Year's Day

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

David Phillips, Clerk
Charter Township of Superior
3040 N. Prospect
Ypsilanti, MI 48198
734-482-6099

H. TOWNSHIP MEETING SCHEDULE 2017

**CHARTER TOWNSHIP OF SUPERIOR
3040 NORTH PROSPECT, YPSILANTI, MICHIGAN 48198
734-482-7099**

2017 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, 2017 (following Martin Luther King Day)
Tuesday, February 21, 2017 (following Presidents' Day)
Monday, March, 20, 2017

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Monday, April 17, 2017
Monday, May 15, 2017
Monday, June 19, 2017
Monday, July 17, 2017
Monday, August 21, 2017
Monday, September 18, 2017
Monday, October 16, 2017
Monday, November 20, 2017
Monday, December 18, 2017

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 November meeting, which will be held on the third Wednesday of the month and December meeting, which will be held on the second Wednesday of the month.

Wednesday, January 25, 2017	Wednesday, July 26, 2017
Wednesday, February 22, 2017	Wednesday, August 23, 2017
Wednesday, March 22, 2017	Wednesday, September 27, 2017
Wednesday, April 26, 2017	Wednesday, October 25, 2017
Wednesday, May 24, 2017	Wednesday, November 15, 2017
Wednesday, June 28, 2017	Wednesday, December 13, 2017

David Phillips, Clerk
3040 N. Prospect
Ypsilanti, MI 48198
734-482-7099

I. CHERRY HILL ROAD CULVER AGREEMENT

I.

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12. PAYMENT OF BILLS

There were no Bills for Payment.

It was moved by Caviston, seconded by Lewis, that the Record of Disbursements be received.

The motion carried by a unanimous voice vote

13. PLEAS AND PETITION

Marion Morris explained that the Superior Land Preservation Society paid for the Phragmites Manual.

14. ADJOURNMENT

It was moved by Caviston, seconded by Green, that the meeting be adjourned. The motion carried by a voice vote and the meeting adjourned at 8:00 pm.

Respectfully submitted,

David Phillips, Clerk

Kenneth Schwartz, Supervisor