

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
DECEMBER 19, 2016
APPROVED 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 December 19, 2016 at the Superior Township Hall, 3040 North Prospect, Superior Township, 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 Nancy Caviston, Lynette Findley, Rodrick Green, Lisa Lewis, Brenda McKinney, Ken Schwartz, and Alex Williams.

4. ADOPTION OF AGENDA

It was moved by McKinney supported by Green to adopt the agenda for the Regular Board Meeting.

The motion carried by unanimous vote.

5. APPROVAL OF MINUTES

A. REGULAR MEETING OF NOVEMBER 21, 2016

It was moved by McKinney supported by Green to approve the minutes of the regular Board meeting of November 21, 2016 as presented.

The motion carried by unanimous vote.

B. SPECIAL MEETING OF NOVEMBER 29, 2016

It was moved by Green supported by Caviston to approve the minutes of the special Board meeting of November 29, 2016 as presented.

The motion carried by unanimous vote.

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6. CITIZEN PARTICIPATION

None

7. PRESENTATIONS AND PUBLIC HEARINGS

None

8. REPORTS

A. SUPERVISOR REPORT

Supervisor Schwartz reported on the following:

- In response to discussions about the sale of Cheney School to the township, Superintendent Edmondson of Ypsilanti Community Schools communicated that he would not sell the property for less than \$300,000.00. He believes that with American Mobility Corporation moving to the old Willow Run Plant property, the property value at Cheney has increased dramatically. Edmondson may list the property for sale. Supervisor Schwartz will keep the Board informed of any updates.
- Supervisor Schwartz went to Court for Mr. Burley property. Progress must be made to the property by April 27, 2017 to avoid a Hearing.
- Board of Review met on December 13, 2016 and granted several poverty exemptions and Principal Residence Exemptions (PRE).
- Supervisor Schwartz and Treasurer McKinney attended a presentation at OHM regarding the Lucidity Software package. It would be a wireless system that would be able to connect with GIS and would allow for work orders to be processed more efficiently and there would be access to more information for the techs in the field. The funding is a part of the SAW grant. The township would pay 10 percent of the cost and the State would pay the rest. Supervisor Schwartz said OHM will make a recommendation to the board. McKinney said that Dan Allen and Ricky Harding believe it will increase productivity.
- Purchase of a plotter to draft infrastructure was discussed.
- Last month, Supervisor Schwartz, Treasurer McKinney, Clerk Findley and Deputy Clerk, Paula Jefferson met with web designers. Deputy Clerk Jefferson will be the webmaster for the Township website. Deputy Clerk Jefferson is currently using ZOPE and the County will continue to support through summer. We hope to have our new website up within the next several months. McKinney

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officially introduced Deputy Clerk, Paula Jefferson. Findley followed by stating that she is doing a great job.

- Laura Bennett did an outstanding job updating the revenue sharing report in the Michigan Treasury Dashboard.
- Supervisor Schwartz and Marion Morris visited Pray and Free Church cemeteries. There are concerns at the Free Church Cemetery where several dead trees could possibly fall on Civil War veteran's graves. Supervisor Schwartz sought bids to take down the trees. He doesn't expect the bids to come in higher than \$600.00.
- The ZBA held a hearing on Rick Mayernik's denial to accept the application for the challenge of the Board's decision about the Sutton Ridge development at Bromley Park. The ZBA met on Tuesday, December 13, 2016, to review the administrative denial issued by Mr. Mayernik. The ZBA upheld decision. The ZBA ruled that no appeals process is available for special districts under the Zoning Ordinance. The ZBA met on Thursday December 15, 2016, to approve the minutes.
- Holiday Party is Tuesday, December 20, at noon.
- Supervisor Schwartz was contacted by Licensing and Regulatory Affairs (LARA) regarding two State Senate bills which would have stripped licensing requirements for adult foster care homes in Michigan. The bills were pulled at the last minute by the chair of the State Senate Regulatory Committee.

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

It was moved by Green, supported by Caviston that Superior Township Board to receive all reports.

The motion carried by unanimous vote.

9. COMMUNICATIONS

None

10. UNFINISHED BUSINESS

2017 Township Holiday Schedule:

Supervisor Schwartz stated the 2017 Township holiday schedule remain the same for dates in December.

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It was moved by Caviston supported by Lewis to approve the 2017 Township Holiday schedule as presented.

The motion carried by unanimous vote.

11. NEW BUSINESS

A. MEETING SCHEDULE for 2017 BOARD MEETINGS

Supervisor Schwartz presented the Meeting Schedule for 2017 Board Meetings.

It was moved by McKinney supported by Lewis to approve the Meeting Schedule for 2017 Board Meetings.

The motion carried by unanimous vote.

B. REQUEST for A PUBLIC HEARING at the JANUARY 2017 BOARD MEETING for PUBLIC INPUT for THE PARKS COMMISSION FIVE YEAR PLAN (2017-2021)

Supervisor Schwartz stated that the Public Hearing for the Parks Commission 5-Year Plan will be at the January Board Meeting which allows the appropriate time required for the hearing after posting.

No motion was needed. Supervisor Schwartz scheduled it through the agenda for the January meeting.

C. INCREASE in HOURLY RATE for GENERAL COUNSEL

Supervisor Schwartz shared the letter submitted by John Etter increasing his hourly rate from \$120.00 per hour to \$140.00 effective January 1, 2017. He commented that his rate has not increased since 2006 and that his rate is very reasonable.

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It was moved by Caviston supported by Green to approve the hourly rate increase for John Etter to \$140.00 effective January 1, 2017.

The motion carried by unanimous vote.

D. RESOLUTION 2016-36, GENERAL POLICY with BLUE/CROSS BLUE SHIELD

The following resolution was moved by McKinney supported by Caviston.

**SUPERIORCHARTERTOWNSHIP
WASHTENAW COUNTY, MICHIGAN
DECEMBER 19, 2016
RESOLUTION 2016-36**

**A RESOLUTION TO APPROVE THE ADMINISTRATIVE STAFF OF THE
CHARTER TOWNSHIP OF SUPERIOR TO PURCHASE
MEDICAL, DENTAL AND VISION INSURANCE FOR EMPLOYEES OF
SUPERIOR TOWNSHIP**

WHEREAS, the Charter Township of Superior provides health care insurance plan benefits to all full-time Township employees; and

WHEREAS, the Township's current health care insurance plan expires on December 31, 2016; and

WHEREAS, Township officials and staff have received and reviewed quotes for various health care providers through its agent Brown and Brown; and

WHEREAS, pursuant to its authority, Superior Township has elected to renew the Simply Blue HSA PPO Gold \$1,300 health care plan, the Delta Dental Premier dental insurance plan and the VSP vision plan for 2017 with a total health care premium cost to the township of approximately \$264,655.00 with an effective term of January 1, 2017 through December 31, 2017; and

WHEREAS, Superior Township will continue to offer its fulltime employees the option to opt out of health insurance in consideration of a payment to the employee of 40% of

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the costs of providing health care insurance resulting in a costs of \$42,995.00; and,

WHEREAS, Superior Township will offer its employees a wellness bonus in 2016 in the following amounts which is the employee's responsibility to utilize as desired to ensure maximum personal health in the amount of \$75,500 divided as follows:

<u>Non-union</u>		<u>Union</u>	
Single	\$1,300	Single	\$2,300
Family	\$2,600	Family	\$4,600

NOW, THEREFORE BE IT RESOLVED, that the Superior Township Supervisor, Clerk or Treasurer are authorized to execute any documents necessary to provide the described health care benefits and corollary opt out and wellness incentive payments.

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 December 19, 2016 and that public notices of said meeting were given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended.

The resolution carried by unanimous vote.

E. RESOLUTION 2016-37, HEALTH CARE SAVINGS PLAN

Supervisor Schwartz explained this is the same Plan as last year. People are able to make changes to their health care. There are five people in this category.

The following resolution was moved by Caviston supported by Lewis.

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**SUPERIORCHARTERTOWNSHIP
WASHTENAW COUNTY, MICHIGAN
DECEMBER 19, 2016
RESOLUTION 2016-37**

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

WHEREAS Superior Charter Township employees hired prior to November 1, 2011 are permitted to request the Superior Township Board to amend their MERS Health Care Savings Plan Participation Agreement (HCSP) once per calendar year; and

WHEREAS employees hired after November 1, 2011 are a separate and distinct group for purposes of their MERS Health Care Savings Plan Participation Agreement (HCSP), and are divided into non-union and union groups, and each group must vote as a separate group to amend their contribution by majority vote; and,

WHEREAS said non-union and union groups decided in November 2016 not to amend the amount withheld and continue to contribute at the rate of 3% for non-union and 8% for union of their gross pay; and,

WHEREAS the following employees hired prior to November 1, 2011 have requested a change in the amount they contribute to their HCSP for fiscal 2017 heretofore;

2017 HEALTH OPTION CHANGES

Union

NAME	DIVISION NUMBER		New Rate
Kujawa, Jeffrey	300492	Fire Union Health Option #3	15.00%

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Non-Union

NAME	DIVISION NUMBER		New Rate
Allen, Daniel	300519	Non-Union Health Option #3	2.5%
Calopisis, Paula	300515	Non-Union Health Option #1	2 %
Harding, Rickey	300541	Non-Union Health Option #3	2.5%
Mayernik, Richard	300514	Non-Union Health Option #3	5%

NOW, THEREFORE, BE IT RESOLVED that a new MERS Health Care Savings Plan Participation Agreement be created for each above employees with the employee contribution rates for 2017 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 any fulltime employee, upon termination or separation from Superior Township, may elect roll over any amount of cash owed to the employee into their individual MERS Health Care Savings Plan by virtue of any unpaid regular pay, unpaid overtime pay, unpaid education pay, unpaid longevity pay, unpaid vacation pay, unpaid sick time pay and unpaid personal time pay.

BE IT FURTHER RESOLVED Superior Township shall contribute to the township employees the following amounts for deposit into individual MERS Health Care Savings Plan:

1. Fire Department Personnel - \$250.00 per month
2. Non-Union Personnel - \$175.00 per month

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The resolution carried by unanimous vote.

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F. BUDGET AMENDMENTS

- Supervisor Schwartz invited Keith Lockie, Township Controller to provide an overview regarding the budget amendments. We are anticipating a \$354,000.00 profit in Utilities, primarily due to the drought this past summer.
- Government funds
 - a) will take approximately \$53,000.00 from Reserves primarily for roads in the General Fund;
 - b) will add an additional \$160,000.00 to the Building Fund Reserves, primarily due to new construction in 2016;
 - c) the Law Fund will need approximately \$21,000.00 less from Reserves than originally budgeted, due to reduced overtime costs;
 - d) Parks will need only \$3,700.00 of the estimated \$25,000.00, originally budgeted, from Reserves, due to less spending on salary and materials.
- All funds did well. The Township spent \$500,000.00 in roads last year. The FEMA grant, has no money set aside for administration of the grant. The SAW grant requires us to look at rates, facilities and staffing. Did not raise sewer rates. The Utility Fund needs to have adequate reserves. The SAW Grant study is almost complete by OHM. The Township must complete 10 percent of the study's recommendations each year over the next five years. The SAW Grant final report should be completed by February. Supervisor Schwartz will bring back to the Board by April.
- Clark Road pump fail - OHM recommended abandoning and replacing the Clark Road Sewer Lift Station.
- Utility's Capital Reserves should increase based on Prospect Point West and Redwood building out over the next several years.

Once the budget amendment report was completed. Trustee Lewis questioned Controller Lockie about saving Township \$25,000.00. Supervisor Schwartz responded by clarifying this concerns the transfer of funds to administer the FEMA grant. Lockie stated that transfer will not happen. We will need to justify current rates based on facilities and staffing levels. The SAW grant started this process. He will come back to the Board with his recommendations.

It was moved by McKinney supported by Caviston to approve the budget amendments as presented.

The motion carried by unanimous vote.

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12. BILLS for PAYMENT and RECORD of DISBURSEMENT

It was moved by Green supported by McKinney to receive bills for payment and record of disbursements.

The motion carried by unanimous vote.

13. PLEAS and PETITIONS

- Trustee Williams thanked Clerk Findley for getting the board packets out the Wednesday prior to Monday's board meeting. Clerk Findley stated it is our goal to continue this practice on a regular basis.

14. ADJOURNMENT

It was moved by Green supported by McKinney that the meeting be adjourned.

The motion carried and the meeting adjourned at 7:36 p.m.

Respectfully submitted,

Lynette Findley, Clerk

Kenneth Schwartz, Supervisor