

**CHARTER TOWNSHIP OF SUPERIOR BOARD  
REGULAR MEETING  
JULY 16, 2018  
PROPOSED 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. July 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 Ken Schwartz, Brenda McKinney, Lynette Findley, Lisa Lewis, Alex Williams, and Nancy Caviston.

Absent: Rodrick Green

**4. ADOPTION OF AGENDA**

It was moved by McKinney, supported by Caviston, to adopt the agenda as presented with the additions under Presentations and Public Hearings of Fire Chief Vic Chevrette making a presentation on the FEMA grant and Carol Shulman of Nimble Systems introducing herself and her company.

The motion carried by unanimous vote.

**5. APPROVAL OF MINUTES**

**A. REGULAR MEETING OF JUNE 18, 2018**

It was moved by Lewis, supported by Williams, to approve the minutes of the regular board meeting of June 18, 2018.

The motion carried by unanimous vote.

**6. CITIZEN PARTICIPATION**

- Jeff Irwin, a candidate for the State Senate, introduced himself to the board.
- Martha Kern-Boprie, Superior Township Parks Commissioner, discussed a successful Kite & Rocket Day that took place the prior Saturday.

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**7. PRESENTATIONS AND PUBLIC HEARINGS**

- A. Cheryl Siddall, the new Managing Director of the Washtenaw County Road Commission, introduced herself to the board.
- B. George Tsakoff, with OHM Advisors, presented his findings regarding the Harvest Lane Sewer repair options. OHM has determined that there are two options the township could go with. The first is adding a trenchless liner to the current 30” sewer or open cut a parallel 8” sewer. The trenchless liner would be the best course of action. This option would require the least amount of disturbance to the pavement on Harvest Lane.
- C. Craig Aronoff, with Cannabis Legal Group, was a no show.
- D. Darryl Stavros has owned property in the township for over 20 years. He owns the first provision center opened in Michigan in 2009 based out of Ypsilanti. He purchased a farm near the Hyundai plant over three years ago that houses a grow facility. He wants the township to opt in to licensing medical cannabis prior to the November 6, 2018 vote on recreational cannabis so they do not lose their competitive edge. He fears that if the ballot initiative passes that big corporations will push his company out of business if they do not submit a plan to the state before the measure goes before voters. They cannot compete with the lawyers and money of big corporations. He stated that his company assisted the city of Ypsilanti in writing their cannabis ordinances. His facility is not visible from the road. His facility’s security measures include hiring a company called OSSI. They provide security for all federal judges and all state penitentiaries. They employ the latest technology which includes vibration sensors, cameras, algorithms, motion detectors, facial recognition technology, dual proximity badges, in conjunction with the Michigan State Police, license plates are scanned for everyone who drives on to the property. They have never had an attempted theft or vandalism. Trustee Caviston asked if there is the possibility that they have experienced no crime because they have run their operation quietly. Mr. Stavros stated that when he opened his downtown Ypsilanti dispensary in 2009 that channels 2, 4 and 7 ran stories on his business. They have had 4 compliance visits from the state. There have been 0 deviations found and no cease and desist orders. The property is not open for public visitation or retail. They will have a staff of 9-11 employees. From seed to sell all of their inventory is tracked by the state.
- E. Fire Chief Vic Chevrette stated that back in January the fire chiefs for Washtenaw County met to discuss applying for the FEMA firefighters assistance grant. They would like to replace the self-contained breathing apparatus (SCBA). A few years ago Van Buren secured a grant to replace the SCBA in half the county. This year Superior Township is applying for a grant for the other half of the county. They submitted the application for the apparatus in February. Each breathing apparatus costs \$7250.00. They are looking to outfit 102 personnel. The grant application was written for \$1,464,500.00. The township has 16 SCBA that are approaching their life expectancy. They are only good for 15 years. The township SCBA are in year 14. To replace the township SCBA the cost will be \$116,000.00. The township match, if we receive the FEMA grant, would be 10% (\$11,600.00). The Chief is asking the township to be the fiduciary for all 9 fire

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departments. The money would come from FEMA to the township and we would disperse it to the vendor for the purchase of the SCBA.

- F. Carol Shulman, co-owner of Nimble IT, introduced herself to the board. She owns the company with her husband. They have both been in IT since they were teenagers. They founded the company in 2002. They moved into managed service 7 or 8 years ago. The idea behind managed services is to be proactive in monitoring client systems for issues instead of waiting for a client to call to report an issue. They also service Ann Arbor Charter Township and the City of Walled Lake. They did an assessment of the township in 2014, but at the time the township decided to continue doing business with Parhelion. They employ 6 technicians. Their help desk is open from 7:30am-7:30pm. They are open on weekends. They are a Dell consulting network partner. They can get Dell business equipment at 35-40% off.

**8. REPORTS**

**A. SUPERVISOR REPORT**

Supervisor Schwartz reported on the following:

- Supervisor Schwartz will submit a proposal to put together a committee to update the hunting ordinance. The ordinance would take effect in 2019.
- Next month the supervisor will be submitting the name of a law firm to update the personnel manual.
- Trustee Rodrick Green was appointed to the Washtenaw County Road Commission (WCRC) today. The supervisor believe that Trustee Green will be submitting a letter of resignation to the board.
- The bi-annual inspection of Sycamore Meadows was completed and 95% of the units failed. The Washtenaw Office for Community and Economic Development has sent a letter to the owners in Texas. The township will send a letter as well. The plan is to have a meeting with the owners to discuss remedies to bring the units up to code. The housing project is 100% HUD funded. It is one of the last remaining HUD projects. They will provide funding through 2035. The township is awaiting a call from the owners regarding the re-inspections. Several residents in Sycamore Meadows have been organizing with the county to address the issue through HUD. No services are being provided. There are no playgrounds for the children.
- The Dixboro Village Green pavilion architectural plans have been approved.
- The Convention Bureau is going put up murals throughout the county. The murals will represent the communities that they are painted in. The Superior township mural will be painted in Dixboro Village.
- In August Ginny Trocchio, Planning/NAPP Superintendent with Washtenaw County Parks & Recreation, is going to present on the Staebler County Farm Park.
- The construction has begun on Wiard Road and should be completed by Friday.

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

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

The motion carried by unanimous vote.

**9. COMMUNICATIONS**

None

**10. UNFINISHED BUSINESS**

None

**11. NEW BUSINESS**

**A. RESOLUTION 2018-17, TO APPROVE AN AGREEMENT BETWEEN  
SUPERIOR TOWNSHIP AND THE WASHTENAW COUNTY ROAD  
COMMISSION FOR 2018 ROAD IMPROVEMENTS**

Given OHM's recommendation to place a liner in the Harvest Lane sewer line it was proposed to proceed with the repaving of Harvest Lane and also approve the improvements to Overbrook Court.

It was moved by McKinney, supported by Findley, to approve the agreement between the township and the Washtenaw County Road Commission for 2018 road improvements.

**CHARTER TOWNSHIP OF SUPERIOR  
BOARD OF TRUSTEES**

**A RESOLUTION TO APPROVE AN AGREEMENT BETWEEN SUPERIOR  
TOWNSHIP AND THE WASHTENAW COUNTY ROAD COMMISSION FOR  
2018 ROAD IMPROVEMENTS**

**Resolution Number: 2018-17**

**Date: July 16, 2018**

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**THIS AGREEMENT** made and entered into this 16<sup>th</sup> day of July, 2018 by and between the Board of Superior Charter Township (the “Township”) and the Board of Washtenaw County Road Commissioners (the “Road Commission”).

**WHEREAS**, both parties desire improvements of local roads located within Superior Township; and,

**WHEREAS**, included within their 2018 Annual Meeting report, the Road Commission has provided the Township with a list of proposed road improvement; and,

**WHEREAS**, the Township has historically contributed funds to the Road Commission for improvement of the local roads; and,

**NOW THEREFORE, BE IT AGREED** that the Township approves the Road Commission to complete following road improvement projects in 2018:

1. HARVEST LANE, RUSSETT ROAD TO MCINTOSH ROAD Work to include cold milling the existing pavement, the placement of 2.5” HMA resurfacing, structure adjustments, concrete curb and gutter removal and installation, and project restoration.

**Estimated project cost: \$ 81,500**

2. OVERBROOK COURT Work to include cold milling the existing pavement, the placement of 3” HMA resurfacing, and project restoration.

**Estimated project cost: \$ 38,000**

**NOW THEREFORE**, the Township approves the Superior Township Supervisor to sign the necessary agreements and the funds for the road improvements will be debited from G.L. 466-866.

**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 July 16, 2018 and that public notices of said meeting were given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended.

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Lynette Findley, Township Clerk

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Date Certified

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Roll call:

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

Nays: None

Absent: Green

The motion carried by unanimous vote.

**B. RESOLUTION 2018-18, TO APPROVE THE TIMBERWOOD COURT ROAD  
IMPROVEMENT AGREEMENT**

It was moved by McKinney, supported by Caviston, to approve the repair of Timberwood Court by Hutch Pavement.

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

**RESOLUTION TO ACCEPT BID FROM  
HUTCH PAVING FOR REPAVING  
TIMBERWOOD COURT**

**Resolution Number: 2018-18**

**Date: July 16, 2018**

**WHEREAS**, Timberwood Court, a public road in Superior Township is in need of repair; and,

**WHEREAS**, Hutch Paving has extensive experience in supplying paving and associated work to the township for many years; and,

**WHEREAS**, the township requested a bid for repairs from the Washtenaw County Road Commission (WCRC) and the bid price was \$92,000.00; and,

**WHEREAS**, Hutch Paving will mill and replace the existing surface for \$38,500.00

**NOW THEREFORE, BE IT RESOLVED** that the Superior Township Board of Trustees hereby approves Hutch Paving to repair and replace Timberwood Court for an amount not to exceed \$38,500.00.

**CERTIFICATION STATEMENT**

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

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

Roll call:

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

Nays: None

Absent: Green

The motion carried by unanimous vote.

**C. RESOLUTION 2018-19, TO APPROVE THE AGREEMENT WITH NIMBLE IT SYSTEMS**

It was moved by McKinney, supported by Findley, to approve the assessment of the township IT systems in an amount not to exceed \$3000.00.

Roll call:

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

Nays: None

Absent: Green

The motion carried by unanimous vote.

It was moved by McKinney, supported by Williams, to approve the agreement with Nimble IT systems.

**SUPERIOR CHARTER TOWNSHIP  
WASHTENAW COUNTY, MICHIGAN**

**A RESOLUTION TO APPROVE  
INFORMATION TECHNOLOGY PROVIDER**

**Resolution Number: 2018-19**

**Date: July 16, 2018**

**WHEREAS**, the Charter Township of Superior needs assistance with IT functions;  
and,

**WHEREAS**, the township's current IT provider has not met goals set forth between the administrative staff and the provider for many years; and,

**WHEREAS**, the township has requested updated computers, projectors and IT equipment for several years and has not received the promised equipment; and,

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**WHEREAS**, township officials and staff have expressed great frustration with the current providers on a consistent, ongoing basis; and,

**WHEREAS**, speaking with township employee, all township employees have expressed frustration with the current providers and cannot get the simplest tasks resolved. For example, assessing has attempted to get the after hour's phone directory changed for three months to direct after hour's calls to the appropriate person. The current providers have not been able to implement such a simple change. Most computers are over ten years old with outdated operating systems, lack adequate security, and many other technical problems which are simple to fix but never get done; and,

**NOW THEREFORE, BE IT RESOLVED** that the Superior Township Board of Trustees accepts the bid from Nimble Systems of Ann Arbor to provide IT services to the township.

**CERTIFICATION STATEMENT**

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

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

Roll call:

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

Nays: None

Absent: Green

The motion carried by unanimous vote.

**D. RESOLUTION 2018-20, FEMA REGIONAL WIDE GRANT**

It was moved by McKinney, supported by Caviston, to approve the FEMA Regional Wide Grant.

**SUPERIOR CHARTER TOWNSHIP  
WASHTENAW COUNTY, MICHIGAN**

**A RESOLUTION AUTHORIZING THE SUPERIOR TOWNSHIP  
FIRE DEPARTMENT TO PARTICPATE IN A REGIONAL  
FEMA GRANT PROGRAM**



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**Resolution Number: 2018-20**

**Date: July 16, 2018**

**WHEREAS**, the Superior Charter Township Fire Department been requested by FEMA to participate in a regional grant program for the purchase of “Self - Contained Breathing Apparatus (SCBA)”; and,

**WHEREAS**, Superior Township will be appointed the region-wide fiduciary and will be responsible for meeting the terms of the grant; and,

**WHEREAS**, Superior Township expects to receive up to sixteen (16) SCBA’s for the costs to the Township Fire Department of \$11,600.00 which equates to 10% of the total costs; and,

**WHEREAS**, FEMA requires the parties to the grant to sign a Memorandum of Understanding; and,

**NOW THEREFORE, BE IT RESOLVED** that the Superior Charter Township Board of Trustees authorizes the Fire Chief and/or the administrative staff to execute the memorandum of understanding.

**CERTIFICATION STATEMENT**

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

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

The motion carried by unanimous vote.

**E. MOTION TO APPROVE CAMERA BID**

It was moved by Lewis, supported by Caviston, to approve the Allstar Alarm, LLC camera bid not to exceed \$6500.00.

The motion carried by unanimous vote.

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**F. MOTION TO APPROVE DOOR OPERATOR BID**

It was moved by Lewis, supported by Caviston, to approve the National Door Systems, LLC bid for \$7349.00 with an extended two year warranty for a total of \$125.00 and electrical work for an estimated \$2500.00.

The motion carried by unanimous vote.

**G. REGION 9 VETERANS COMMUNITY ACTION TEAM REQUEST FOR GAMING APPROVAL**

It was moved by Findley, supported by Williams, to approve the Region 9 Veterans Community Action Team Request for a Gaming license.

The motion carried by unanimous vote.

**H. REQUEST FROM MILLER CANFIELD TO REPRESENT CHINESE SCHOOL AT 5800 CHERRY HILL ROAD**

It was moved by Williams, supported by Lewis, to approve the Request from Miller Canfield to Represent the Chinese School at 5800 Cherry Hill Road.

The motion carried by unanimous vote.

**I. HURON RIVER WATERSHED COUNCIL DUES 2018**

It was moved by Lewis, supported by Williams, to approve the 2018 Huron River Watershed Council Dues.

The motion carried by unanimous vote.

**J. WASHTENAW COUNTY CLEAN-UP DAY SPONSORSHIP**

It was moved by Caviston, supported by Lewis, to approve the October 2018 Washtenaw County Clean-Up Day Sponsorship.

The motion carried by unanimous vote.

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

It was moved by Caviston, supported by Lewis, to receive bills for payment and record of disbursements in the amount of \$735,729.36.

The motion carried by unanimous vote.

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**13. PLEAS and PETITIONS**

- Trustee Williams inquired about the DTE generator on North Prospect. Supervisor Schwartz just learned about it today.

**14. ADJOURNMENT**

It was moved by Caviston, supported by Williams to adjourn the meeting. The meeting adjourned at 9:09 p.m.

Respectfully submitted,

Lynette Findley, Clerk

Kenneth Schwartz, Supervisor