

**CHARTER TOWNSHIP OF SUPERIOR  
REGULAR BOARD MEETING  
SUPERIOR CHARTER TOWNSHIP HALL  
3040 N. PROSPECT, SUPERIOR TOWNSHIP, MI 48198**

**February 19, 2019**

**7:00 p.m.**

**AGENDA**

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. ADOPTION OF AGENDA
5. APPROVAL OF MINUTES (Tab 1)
  - a. Regular Meeting of January 22, 2019
6. CITIZEN PARTICIPATION
7. PRESENTATIONS AND PUBLIC HEARINGS
  - a. Copper and Lead Rules – George Tsakoff, OHM
8. REPORTS (Tab 2)
  - a. Supervisor
  - b. Departmental Reports: Building Department, Fire Department, Ordinance Officer, Parks Commission Minutes, Sheriff's Report
9. COMMUNICATIONS
10. UNFINISHED BUSINESS
11. NEW BUSINESS (Tab 3)
  - a. Amend Resolution 2019-01, Approve 2019 Poverty Exemption Guidelines for the Tax Board of Review
  - b. Resolution 2019-05, Approve Promotion for Rickey Harding, Superintendent for Utility Maintenance
  - c. Resolution 2019-06, Approve Contract with Pfeffer, Hanniford, Palka for Superior Township Audit, 2018-2020
  - d. Request to Purchase Self Contained Breathing Apparatus for Fire Department
12. BILLS FOR PAYMENT AND RECORD OF DISBURSEMENTS (Tab 4)
13. PLEAS AND PETITIONS
14. ADJOURNMENT

Lynette Findley, Clerk, Superior Township, 3040 N. Prospect, Superior Township, MI 48198  
Telephone: 734-482-6099; Email: [lynettefindley@superior-twp.org](mailto:lynettefindley@superior-twp.org)

**CHARTER TOWNSHIP OF SUPERIOR BOARD  
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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 7:01 p.m. on January 22, 2019 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 Meghan Winslow.

Absent: Alex Williams

**4. ADOPTION OF AGENDA**

It was moved by McKinney supported by Lewis, to adopt the agenda.

The motion carried by unanimous vote.

**5. APPROVAL OF MINUTES**

**A. REGULAR MEETING OF JANUARY 22, 2019**

It was moved by McKinney supported by Findley, to approve the minutes of the regular board meeting of December 17, 2018 as presented.

The motion carried by unanimous vote.

**6. CITIZEN PARTICIPATION**

**A. CITIZEN COMMENTS**

- Chief Chevrette introduced three new firefighters as follow: Jonathan Murphy, Lee Rudowski, and Jordan Burns. Rudowski is a Marine Vet and comes from Lincoln Park. Lee is from Garden City, and Jordan is from Salem Township. Supervisor Schwartz advised he is the chair of the Washtenaw Veterans Organization.

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**7. PRESENTATIONS AND PUBLIC HEARINGS**

None

**8. REPORTS**

**A. SUPERVISOR REPORT**

Supervisor Schwartz reported on the following:

- Supervisor Schwartz provided an update of the Gotfredson sewer issue. The proposal by Salem Township is being acted upon under threat of penalty from Schostak Brothers to put in a sewer from M14 and Gotfredson Road all the way to the YUCA Plant in Ypsilanti Township, 10 ½ miles. The plan includes 7 ½ miles through Superior Township. The plans were submitted and approved by the MDEQ. The plan is being held up by the Washtenaw Road Commission because we pointed out to them that the Township in the 1909 highway law passed the consent to a utility from another community going through. The Road Commission seems strong on the hold, and it is expected a lawsuit may follow as a result. The lawsuit will probably be for the Road Commission and may or may not include the Township since we are not withholding. The Township maybe included in a lawsuit from Schostak. The background on the sewer plan includes Salem Township has received \$20 million from the state of Michigan for a grant to put in water and sewage or any kind of infrastructure in their urban service district. Phil Power of the Bridge Magazine was contacted in December by Supervisor Schwartz to look at the grant. The Bridge Magazine wrote two articles concerning this issue which can be viewed at [www.bridgemi.com](http://www.bridgemi.com) to see how they obtained this money from Lansing. The Plymouth Observer is also writing a story about this. The typical reaction to the story is, there is a problem. Why would Lansing give a private developer \$20 million? The grant is the largest in the entire state for the entire year to develop the water and sewer for a private subdivision. Supervisor Schwartz met with State Representative Ronnie Peterson over the weekend concerning the grant. Representative Peterson is going to meet with the governor briefly on this. Supervisor Schwartz is going to Lansing on January 29<sup>th</sup> to ask the governor to examine the \$5 million allocation and scale back everything that has not been spent. Gary Whittaker, the Supervisor of Salem Township, came into his office to find an envelope from MEDC with a check for \$5 million indicating sign the contract and return so that another \$5 million can be sent to use on infrastructure in the urban service district. Gary is in a bad position due to lawsuit encounters from Schostak Brothers. The \$20 million is going to a private developer and will not help affordable housing or to abate the current crisis.

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- Supervisor Schwartz stated the developer Eyde came to the Township last month about developing 650 acres is moving forward. The company has 300 acres in reserves. They are focusing on 55 homes and small commercial development. Supervisor Schwartz asked Ben Carlyle, our planner to complete a summary of everything. The Supervisor received an email from the engineering firm representing Eyde stating they are interested. There will be some serious issues setting on the board's table this year.
- Ricky Harding passed his S2 sanitary license. Ricky has worked in the Township for 16 ½ years. Ricky was an S4 when he took the interim superintendent of utility, which is the lowest license. Ricky has worked very hard to pass S3 and S2. Ricky's mentor has helped, and he has performed well. Ricky and others from our utility department will be coming to make a presentation with what's happening with utilities because the water main replacement project that we authorized OHM to design is going to be complete.
- Supervisor Schwartz spoke to the Bond Council to determine if we should borrow some or pay some for the water main project. The Township has enough money to pay cash for the water main project. The Bond Council will determine if we should include some other items in the proposal around April. Treasurer McKinney asked how much the project will cost. The cost has not been established. However, it should be around a million dollars. Supervisor Schwartz advised the Township does not have to borrow anything. However, there are some capital improvement projects in the future. The first item on the capital improvements project was to take down the old pump station on Geddes Road. The second project is MacArthur. The third project is the pump station on Clark Road which, has deteriorated to the point the bottom of the wet well has rusted out and could go anytime. The Township did buy a backup pump if it fails. The backup pump is in storage and could be switched out fast. The board will address the issue next month. Treasurer McKinney expressed we should consider a bond. Supervisor Schwartz stated the board approved the county buying 55 acres which are going to be Rolling Hills with the expressed promised to reserve one acre for the pump station. Supervisor Schwartz also stated with all the projects if we paid cash we would not have any cash left over. The other projects include at MacArthur putting in detention, a fence, and some asphalt drives to the structures on MacArthur. The projects are roughly a million dollars for the water main itself, and the other projects could be another \$100,000 for the other projects mentioned. It is up in the air how much we will borrow, and we do not have to borrow for the water main projects. Supervisor Schwartz wants to look in the future for the next two years to see what will be needed for the capital equipment projects. It is foreseen to be around \$3 million, including three to five hundred thousand dollars for the Harvest Lane Sewer Operation and the pump station could be \$1.5 million. The Township should be put on the list of DEQ for a revolving fund. Treasurer McKinney stated let's communicate with the banks concerning the best rates. Supervisor Schwartz stated

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we will also consult with Miller Canfield. There will be a utility presentation next month.

- Supervisor Schwartz stated we seconded Ypsilanti Township's application for a special project for the Community Development Block Grant CDB money that comes from the federal government. They want to retile the floor at the community center. Ten percent of the money is set aside for a project that benefits the region. The question was asked by Urban County if Superior Township is willing to put in any money towards the allocation. Supervisor Schwartz indicated he would bring it to the board. The project must be regional. The pull is from seven or eight zip codes. Ypsilanti Township is number one, and Superior Township is the second largest group in the region. The allocation would come out of our future allocations for 2019. We are going to get \$25,000, and we have about \$60,000. By the end of the year, we have about \$80,000 in grant money available for urban county projects that can only be used in the area south of MacArthur. It goes by census tracks where there are poverty levels, and that is the only area of the Township that meets those goals. Supervisor Schwartz wants to ask the board for \$3500 out of our allocation to apply to the project. Treasurer McKinney stated the floors are not up to par for the seniors or those in wheelchairs who have to move about. The floors need to be retiled. Treasurer McKinney made the motioned to give \$3500 of the Townships funds to Ypsilanti Township Urban County project. The motion was supported by Trustee Lewis. The motion was carried unanimously.
- Supervisor Schwartz stated as part of same Urban County funds Superior Township received a separate grant for trees to be placed on the South side of Stamford between Dawn and MacArthur only where the houses are located. All the houses will be getting street trees. Bad trees will be removed including the stumps. There is no cost to the Township.
- Treasurer McKinney attended the County Parks meeting concerning the county parks skate park that ended at 6:30 pm and updated -that we have a location. We will receive a \$250,000 grant. We will match the grant with another \$250,000 for a total of \$500,000 in County Park funds. Ypsilanti Township will donate the land for the scape park and manage it. The location of the park will be on the corner of Midway and Holmes.
- Clerk Findley introduced the new deputy clerk, Denisa Terrell. Denisa spoke about being eager to apply her skills in the position. She outlined her versatility.

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

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

The motion carried by unanimous vote.

**9. COMMUNICATIONS**

- A. The Township has received the retirement notice from Captain David Judson. The Captain worked for the Township for 33 years. His last day is the 28<sup>th</sup> of March. The position will be filled.
- B. Supervisor Schwartz advised of a memo from Ellen Kurath, an engineer regarding the district library branch. Supervisor Schwartz further stated that there were only good comments concerning the library. The information was passed along to Dan Wissler, the chief architect for the project. On January 9<sup>th</sup> we had an open house at the township hall for the library. We received intake from the community about the library. There were about twenty-five people that were enthusiastic about the new resources. The property will be rezoned for public service and will go to the planning commission this month. There is a sign for public notice, and the public hearing is January 23, 2019. The rezoning will be back to the board in April. The next step will be site plan approval. The hope is to start construction of the library by September. Supervisor Schwartz is excited about the increase in property value the library will bring. Sandy Lopez, asked if the Township will buy two acres. Supervisor Schwartz responded that the library would be on the agenda again in February to consider. Supervisor Schwartz asked for the motion to receive Ellen Kurath communication.

It was moved by McKinney supported by Lewis, to receive the memo from Ellen Kurath.

The motion carried by unanimous vote.

**10. UNFINISHED BUSINESS**

- A. None

It was moved by McKinney supported by Lewis, there was no unfinished business.

The motion carried by unanimous vote.

**11. NEW BUSINESS**

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**A. RESOLUTION 2019-01, POVERTY EXEMPTIONS for 2019**

Supervisor Schwartz stated the poverty exemption for the township allows a larger income. Saxon Lee from the assessing department was asked to speak about the poverty standard guidelines to have property taxes reduced. Saxon advised the poverty guidelines were outdated five years. The federal government sets the guidelines by the size of the family. Saxon advised in 2018 guidelines were overhauled. The Township established guidelines to meet the state standards and if the applicant turns in all necessary documents, the rate can be poverty exemptions up to 100%. Supervisor Schwartz stated we do have a higher standard for the poverty exemptions based on income level than the federal government. An example of the federal government guidelines include one person is \$12,000 annually and the township has the standard for one person of \$22,000 annual income. Schwartz called to question the standards of poverty exemptions for 2019 guidelines.

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

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

**A RESOLUTION APPROVING 2019 POVERTY EXEMPTION GUIDELINE FOR THE TAX  
BOARD REVIEW**

**RESOLUTION NUMBER: 2019-01**

**DATE: JANUARY 22, 2019**

**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,

**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:

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- 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.
- 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
- 7) Providing the alternative guidelines do not provide eligibility requirements less than the federal guidelines.
- 8) 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 as revised.

***Annual Allowable Income for 2019 Assessments***

| <b>Number of Persons Residing<br/>Township</b> | <b>Federal Poverty Guidelines</b>     | <b>Superior</b>      |
|--|---------------------------------------|----------------------|
| <b><u>in the Principal Residence</u></b>       | <b><u>Annual allowable income</u></b> | <b><u>Annual</u></b> |
| <b><u>allowable income</u></b>                 |                                       |                      |

|           |          |          |
|-----------|----------|----------|
| 1 Person  | \$12,140 | \$22,000 |
| 2 Persons | \$16,460 | \$27,000 |



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|                            |                    |          |
|----------------------------|--------------------|----------|
| 3 Persons                  | \$20,780           | \$32,000 |
| 4 Persons                  | \$25,100           | \$37,000 |
| 5 Persons                  | \$29,420           | \$42,000 |
| 6 Persons                  | \$33,740           | \$47,000 |
| 7 Persons                  | \$38,060           | \$52,000 |
| 8 Persons                  | \$42,380           | \$57,000 |
| For each additional person | \$4,320 per person | \$5,000  |

**NOW THEREFORE BE IT 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 resolution 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 January 22, 2019 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

Please see attached scanned Superior Charter Township Poverty Exemption Application

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**B. RESOLUTION 2019-02, 2019 HEALTH CARE SPENDING PLAN**

Supervisor Schwartz stated there was one change to the HCSP. An employee came to Supervisor Schwartz and Nancy Mason and asked if he could take what was put into the Township HCSP account and place into a retirement account.

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

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

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

**RESOLUTION NUMBER: 2019-02**

**DATE: JANUARY 22, 2019**

**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** the following employees hired prior to November 1, 2011 have requested a change in the amount they contribute to their HCSP for fiscal 2019 heretofore;

**2019 HEALTH OPTION CHANGES**

| <b>NAME</b>   | <b>DIVISION<br/>NUMBER</b> |                                    | <b>New Rate</b> |
|---------------|----------------------------|------------------------------------|-----------------|
| Pierce, Lance | <b>300490</b>              | <b>Fire Union Health Option #1</b> | <b>0%</b>       |

**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 2019 as indicated above, with all other provisions of their current existing MERS Health Care Savings Plan Participation Agreement to remain the same;

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**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.

The motion carried by unanimous vote.

**CERTIFICATION STATEMENT**

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

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

**C. RESOLUTION 2019-03, GRANT THE POSITION OF ASSISTANT ASSESSOR A RAISE**

Supervisor Schwartz stated Saxon Lee is qualified to complete the townships tax assessments. Saxon went to Calvin College and will be speaking to a counselor concerning entering EMU graduate program for public administration. Saxon currently is an appraiser and can do everything short of total equalization. Upon approval of the resolution, Saxon's job description will be updated to include more duties that a level 3 can do. Trustee Caviston stated that she did not believe an increase of \$1.16 is enough. Trustee Caviston also stated if you are going to give Saxon additional tasks the pay increase should be more. Supervisor Schwartz stated for this payroll we will give a 5% increase. The board can review the revised job responsibilities in the future to determine the merits of the increase. Saxon has proven his value to the township.

The following resolution was moved by McKinney, supported by Lewis.

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

**A RESOLUTION TO GRANT THE POSITION OF ASSISTANT ASSESSOR A RAISE**

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**RESOLUTION NUMBER; 2019-03**

**DATE; JANUARY 22, 2019**

**WHEREAS**, the Superior Township Assessors Department has administratively reorganized to prepare for the landmark Michigan Audit of Minimum Assessing Requirements (AMAR) which is a new requirement that will happen in 2019; an audit of the entire assessing department from simple data entry to finalized taxable value for the entire tax roll as equalized; and,

**WHEREAS**, Saxon Lee has been employed by the township since June of 2017 and has passed his level one, level two and now his level three assessing examinations; and, consequently can begin to address more complex assessing issues for the township and to prepare the township for the AMAR; and,

**WHEREAS**, the demand for assessing officers of level three and level four throughout the State of Michigan and locally is forcing up the wages of these positions to unprecedented heights and the number of individuals interested in entering the field is very low causing a sharp increase in demand for competent assessing officers; and,

**WHEREAS**, finding competent help in the assessing field is increasingly more difficult and it is incumbent for the township to maintain its staff in this department. Saxon Lee currently earns a wage of \$23.39 per hour.

**NOW THEREFORE**, the Superior Township Board hereby approves a wage increase for the position of Assistant Assessor by 5% effective on the next pay cycle which equates to a wage of \$24.55 per hour; and,

**BE IT FURTHER RESOLVED**, that the duties of the assistant assessor be administratively revised to include duties that are consistent with a level three certification.

**CERTIFICATION STATEMENT**

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Lynette Findley, Township Clerk

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Date Certified

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The motion carried by unanimous vote.

**D. RESOLUTION 2019-04, RECLASSIFY LAURA BENNETT FROM TEMPORARY  
PART-TIME TO PERMANENT PART-TIME**

Supervisor Schwartz stated the last resolution is to reclassify Laura Bennett from temporary part-time to permanent part-time. Laura hired in as full time back in October of 2016 in the building department and did a great job. Laura went on maternity leave in September of 2017. Laura has her master's degree in public administration from Central Michigan. Laura will work twenty hours a week and have two days personal time a year. Laura will also receive some vacation time as permanent part-time. Laura does not get benefits as temporary part-time. She does everything that we ask. Laura will also take over the web. Laura was trained by Paula Jefferson and Laura will not charge for the additional work. Clerk Findley stated that Laura is a phenomenal individual, however has concerns about some of the responsibilities in the resolution. Clerk Findley also stated, the current deputy clerk is a capable person with degrees including her master's degree and almost Ph.D. Deputy Clerk Terrell is able to continue the website and has made changes on the website already. Clerk Findley and Trustee Winslow requested a closed session to discuss further. Supervisor Schwartz stated he wanted to put everything on the record. Supervisor Schwartz stated while on vacation there was a need to put tax information on the website. Laura was added at that time. When Jeff at JCM was called to find out who was authorized to have access to the web, Jeff explained that Paula Jefferson, David Phillips, Laura, and Saxon. Jeff was advised to close access to Paula Jefferson and David Phillips. Lynette had to been working under the access of Dave or Paula. Jeff was advised to add access for Ken, Brenda, and Lynette. Jeff was also advised that training would be needed for the three individuals. Lynette was working under the employee's access. Clerk Lynette advised that Schwartz statement was untrue. The call was made again for a closed session based on page 56 of MTA's Authorities & Responsivities Book, referencing the Open Meetings Act. The guidelines for a closed session was read by Trustee Caviston. Clerk Lynette read exception one which includes dismissal, suspension or to hear complaints or charge brought against or consider periodic personnel evaluation. Closed session motioned by Findley and supported by Trustee Winslow. Roll Call vote taken for Closed Session

**Roll call**

Ayes: Winslow, Caviston, Findley, Lewis

Nays: McKinney, Schwartz

Absent: Williams

Closed session began at 8:07

Reconvened at 8:21pm.

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The following resolution was moved by McKinney supported by Caviston.

Supervisor Schwartz stated Laura will be the overall web manager, but anyone from Brenda's office, Lynette's office, or Ken's office can have direct access under their own authorization to put anything on the website. Caviston stated that the Supervisor will be the primary contact person

**SUPERIOR CHARTER TOWNSHIP  
WASHTENAW COUNTY, MICHIGAN**

**A RESOLUTION TO RECLASSIFY LAURA BENNETT FROM TEMPORARY PART-TIME TO PERMANENT PART-TIME**

**RESOLUTION NUMBER: 2019-04**

**DATE: JANUARY 22, 2019**

**WHEREAS:** Laura Bennett was Hired by Superior Township on October 10, 2016 as an assistant to the building department and general receptionist; and,

**WHEREAS:** Laura Bennett performed all her duties with distinction, and accomplished many tasks outside of the building department befitting a person with a master's degree in public administration; and,

**WHEREAS:** Laura Bennett took maternity leave in September 2017 and remained on staff as a temporary part-time employee working as the planning department's assistant responsible for tracking all planning commission activities, communications, development issues, the minutes and notes for the planning commission and associated website work. She currently works approximately 16-20 hours per week; and,

**WHEREAS:** Laura Bennett has demonstrated her value to the township by taking on additional duties and projects such as state mandated Michigan State Treasury dash board (which must be maintained to receive state statutory revenue sharing), and she can help all departments including the Supervisor, Treasure, and Clerk's office; and,

**WHEREAS:** the township needs a website manager and Laura has agreed to perform the work without any additional pay and is already trained to work the township website,

**NOW THEREFORE, BE IT RESOLVED:** the Superior Township Board hereby reclassifies Laura Bennett from temporary part-time to permanent part-time effective with the next pay cycle and delegates to her the following responsibilities and duties:

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**Responsibilities & Duties**

1. Works with the Supervisor to develop budget estimates for the annual budget.
2. Monitor the state mandated dashboard and updates as necessary.
3. Maintain current planning department responsibilities including assistance to the township planner and zoning officials.
4. Manage the website for the administrative staff.
5. Works for the Supervisor on special projects.
6. Reports to the Supervisor and more generally to the Board of Trustees.
7. Generate reports for any department within her training and purview.

**CERTIFICATION STATEMENT**

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

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

Ayes: Caviston, Winslow, Schwartz, McKinney, Lewis

Nays: Findley

Absent: Williams

The motion carried.

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

It was moved by Winslow, supported by Caviston to receive bills for payment and record of disbursements.

The motion carried by unanimous vote.

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**13. PLEAS and PETITIONS**

Clerk Findley stated she wanted the audience to know that she has been dealing with issues concerning Supervisor Schwartz and Treasurer McKinney. Clerk Findley stated professionally she has been alienated against by Supervisor Schwartz and Treasurer McKinney and not by the board. There was nothing wrong with the website being in the Clerk's office. The alienation has also extended into the office and is the result of bringing to the board's attention issues concerning the Supervisor and the Treasurer. Clerk Findley shared that the Supervisor stated by her actions of bringing issues to the board, that there would be repercussions. The work environment is hostile and the board does not see the hostility in the work environment. The Clerk is being sabotaged, alienated, and isolated. The information about the toxic work environment has been presented before. Previous employees have said they were being discriminated against because they have brought issues to the board. The toxic environment exists even for elected individuals that bring issues to the board. Trustee Caviston wanted to make clear that the concerns were not with the Trustees? Clerk Findley stated, yes you are right Nancy, they are not with the Trustees.

Supervisor Schwartz states he would like one example of that. June 19, 2017 a resolution was passed to give Paula Jefferson the webmaster responsibility and to give her more money. The responsibility was never ran through the clerk's office. The resolution 2017-23 says the website is a responsibility of the board and not the clerk's office. Clerk Findley stated her documentation to the board outlines the toxic environment.

**14. ADJOURNMENT**

It was moved by Calviston supported by Winlow, that the meeting be adjourned. The motion carried and the meeting adjourned at 8:37p.m.

Respectfully submitted,

Lynette Findley, Clerk

Kenneth Schwartz, Supervisor



# SUPERIOR TOWNSHIP FIRE DEPARTMENT

## MEMO

**To:** Ken Schwartz, Lynette Findley, Brenda McKinney  
**CC:** Denisa Terrell  
**From:** Vic Chevrette, Fire Chief  
**Date:** 2/5/2019  
**Re:** Fire Chief Activity Report January 2019

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The following is the January 2019 activity report for the Fire Chief.

Fire Suppression Plan Reviews: 2

Fire Suppression Inspections: 0

Fire Protection Inspections: 0

Building Plan Review: 0

Building Inspection: 0

Site Plan Review: 1

Pre-construction meeting: 0

Consultation, Fire Protection: 0

Fire Alarm Plan Review: 0

Fire Alarm Test: 0

Fire Investigations: 2

Fire Code Enforcement: 1

Burn Permits issued: 2

Meetings Attended: WAMAA Chiefs, SCBA Grant, Southeastern Fire Inspectors, Computer Software Meeting Fire Dispatch meeting, Roundtable with State of Michigan Fire Marshal.

*February 5, 2019*

**Training:** Metro Detroit Fire Inspectors Training, Huron Valley Code Officials Training. ESO Fire Report Software Training x3, Computer CAD Training, Michigan Fire Inspector Society Conference Lansing.

**Other:** Several hours conducted to prepare for new firefighter employment start.

**Respectfully Submitted**

**Victor G. Chevette**



JANUARY 2019

**TO: KEN SCHWARTZ -SUPERVISOR**

**FROM: SHAUN BACH - CAPTAIN**

**SUBJECT: HOSPITAL ALARMS**

**DATE: 2-4-2019**

**SUPERIOR TOWNSHIP FIRE DEPARTMENT FALSE ALARM RESPONSES TO  
SAINT JOSEPH HOSPITAL**

**TOTAL FALSE ALARMS:**

**1ST. ALARM: NO CHARGE**

**2<sup>ND</sup> ALARM \$50.00**

**3<sup>RD</sup> ALARM \$200.00**

**TOTAL: \$.200.00**

**ALARM LOCATIONS:**

**NONE**

SUPERIOR

Incident Type Report (Summary)

Alarm Date Between {01/01/2019} And {01/31/2019}

| Incident Type  | Count | Pot of Incidents | Total Est Loss | Pot of Losses |
|--|-------|------------------|----------------|---------------|
| <b>1 Fire</b>  |       |                  |                |               |
| 111 Building fire  | 4     | 2.94%            | \$50,500       | 94.39%        |
| 113 Cooking fire, confined to container                  | 2     | 1.47%            | \$0            | 0.00%         |
| 131 Passenger vehicle fire                               | 1     | 0.73%            | \$3,000        | 5.60%         |
|  | 7     | 5.14%            | \$53,500       | 100.00%       |
| <br>   |       |                  |                |               |
| <b>3 Rescue &amp; Emergency Medical Service Incident</b> |       |                  |                |               |
| 311 Medical assist, assist EMS crew                      | 42    | 30.88%           | \$0            | 0.00%         |
| 320 Emergency medical service, other                     | 1     | 0.73%            | \$0            | 0.00%         |
| 321 EMS call, excluding vehicle accident with            | 29    | 21.32%           | \$0            | 0.00%         |
| 322 Motor vehicle accident with injuries                 | 3     | 2.20%            | \$0            | 0.00%         |
| 324 Motor Vehicle Accident with no injuries              | 6     | 4.41%            | \$0            | 0.00%         |
|  | 81    | 59.55%           | \$0            | 0.00%         |
| <br>   |       |                  |                |               |
| <b>4 Hazardous Condition (No Fire)</b>                   |       |                  |                |               |
| 422 Chemical spill or leak                               | 1     | 0.73%            | \$0            | 0.00%         |
| 440 Electrical wiring/equipment problem Other            | 1     | 0.73%            | \$0            | 0.00%         |
| 442 Overheated motor                                     | 1     | 0.73%            | \$0            | 0.00%         |
| 463 Vehicle accident, general cleanup                    | 1     | 0.73%            | \$0            | 0.00%         |
|  | 4     | 2.94%            | \$0            | 0.00%         |
| <br>   |       |                  |                |               |
| <b>5 Service Call</b>                                    |       |                  |                |               |
| 510 Person in distress, Other                            | 1     | 0.73%            | \$0            | 0.00%         |
| 511 Lock-out   | 1     | 0.73%            | \$0            | 0.00%         |
| 551 Assist police or other governmental agency           | 1     | 0.73%            | \$0            | 0.00%         |
| 553 Public service                                       | 1     | 0.73%            | \$0            | 0.00%         |
| 554 Assist Invalid                                       | 2     | 1.47%            | \$0            | 0.00%         |
|  | 6     | 4.41%            | \$0            | 0.00%         |
| <br>   |       |                  |                |               |
| <b>6 Good Intent Call</b>                                |       |                  |                |               |
| 600 Good intent call, Other                              | 5     | 3.67%            | \$0            | 0.00%         |
| 611 Dispatched & cancelled en route                      | 28    | 20.58%           | \$0            | 0.00%         |
| 650 Steam Other gas mistaken for smoke, Other            | 1     | 0.73%            | \$0            | 0.00%         |
|  | 34    | 25.00%           | \$0            | 0.00%         |
| <br>   |       |                  |                |               |
| <b>7 False Alarm &amp; False Call</b>                    |       |                  |                |               |
| 700 False alarm or false call, Other                     | 1     | 0.73%            | \$0            | 0.00%         |

SUPERIOR

Incident Type Report (Summary)

Alarm Date Between {01/01/2019} And {01/31/2019}

| Incident Type                                  | Count | Pct of Incidents | Total Est Loss | Pct of Losses |
|--|-------|------------------|----------------|---------------|
| 7 False Alarm & False Call                     |       |                  |                |               |
| 730 System malfunction, Other                  | 1     | 0.73%            | \$0            | 0.00%         |
| 731 Sprinkler activation due to malfunction    | 1     | 0.73%            | \$0            | 0.00%         |
| 746 Carbon monoxide detector activation, no CO | 1     | 0.73%            | \$0            | 0.00%         |
|  | 4     | 2.94%            | \$0            | 0.00%         |

Total Incident Count: 136

Total Est Loss:

\$53,500

SUPERIOR

Aid Responses by Incident

Alarm Date Between {01/01/2019} And {01/31/2019}

| Department                               | Notified   | Aid Type           | Fire   | EMS | Resc | Other |
|--|------------|--------------------|--|-----|------|-------|
| 19-0157350 01/08/2019 08:15:00           |            |                    |  |     |      |       |
| 322 Motor vehicle accident with injuries |            |                    |  |     |      |       |
| US 23 & Nixon /Ann Arbor, MI 48105       |            |                    |  |     |      |       |
| AATW Ann Arbor Township                  | 01/08/2019 | 3 Mutual aid given | #Personnel                                       | 3   | 0    | 0     |
|  |            |                    | #Apparatus                                       | 3   | 0    | 0     |
| Response Time: 00:09:00                  |            |                    |  |     |      |       |
| Subtotal Responses: 1                    |            |                    | Average Aid Response Time for Incident: 00:09:00 |     |      |       |

|   |            |                       |  |   |   |   |
|---|------------|-----------------------|--|---|---|---|
| 19-0159182 01/08/2019 23:35:00              |            |                       |  |   |   |   |
| 111 Building fire                           |            |                       |  |   |   |   |
| 1187 Lexington ST                           |            |                       |  |   |   |   |
| YPSI TWP Ypsilanti Township Fire Department | 01/08/2019 | 4 Automatic aid given | #Personnel                                       | 4 | 0 | 0 |
|   |            |                       | #Apparatus                                       | 2 | 0 | 0 |
| Response Time: 00:04:00                     |            |                       |  |   |   |   |
| Subtotal Responses: 1                       |            |                       | Average Aid Response Time for Incident: 00:04:00 |   |   |   |

|  |            |                       |  |   |   |   |
|--|------------|-----------------------|--|---|---|---|
| 19-0160982 01/09/2019 13:44:00           |            |                       |  |   |   |   |
| 113 Cooking fire, confined to container  |            |                       |  |   |   |   |
| 1433 LEFORGE RD                          |            |                       |  |   |   |   |
| YPSI CITY Ypsilanti City Fire Department | 01/09/2019 | 4 Automatic aid given | #Personnel                                       | 5 | 0 | 0 |
|  |            |                       | #Apparatus                                       | 3 | 0 | 0 |
| Response Time: 00:03:00                  |            |                       |  |   |   |   |
| Subtotal Responses: 1                    |            |                       | Average Aid Response Time for Incident: 00:03:00 |   |   |   |

|  |            |                          |            |   |   |   |
|--|------------|--------------------------|------------|---|---|---|
| 19-0168954 01/12/2019 16:15:00           |            |                          |            |   |   |   |
| 111 Building fire                        |            |                          |            |   |   |   |
| 3801 FRAINS LAKE RD /Ann Arbor, MI 48105 |            |                          |            |   |   |   |
| AATW Ann Arbor Township                  | 01/12/2019 | 2 Automatic aid received | #Personnel | 0 | 0 | 0 |
|  |            |                          | #Apparatus | 0 | 0 | 0 |
| Response Time: 00:01:00                  |            |                          |            |   |   |   |
| SALEM Salem Township Fire Department     | 01/12/2019 | 2 Automatic aid received | #Personnel | 0 | 0 | 0 |
|  |            |                          | #Apparatus | 0 | 0 | 0 |
| Response Time: 00:01:00                  |            |                          |            |   |   |   |

Response time calculated from time notified to arrival time.

**SUPERIOR**

**Aid Responses by Incident**

**Alarm Date Between {01/01/2019} And {01/31/2019}**

| Department                               | Notified   | Aid Type        |            | Fire   | EMS | Resc | Other |
|--|------------|-----------------|------------|--|-----|------|-------|
| 19-0168954 01/12/2019 16:15:00           |            |                 |            |  |     |      |       |
| 111 Building fire                        |            |                 |            |  |     |      |       |
| 3801 FRAINS LAKE RD /Ann Arbor, MI 48105 |            |                 |            |  |     |      |       |
| YPSI CI TY Ypsilanti                     | 01/12/2019 | 2 Automatic aid | #Personnel | 0  | 0   | 0    | 0     |
| City Fire Department                     |            | received        | #Apparatus | 0  | 0   | 0    | 0     |
| Response Time: 00:01:00                  |            |                 |            |  |     |      |       |
| YPSI TWP Ypsilanti                       | 01/12/2019 | 2 Automatic aid | #Personnel | 0  | 0   | 0    | 0     |
| Township Fire                            |            | received        | #Apparatus | 0  | 0   | 0    | 0     |
| Department                               |            |                 |            |  |     |      |       |
| Response Time: 00:01:00                  |            |                 |            |  |     |      |       |
| Subtotal Responses: 4                    |            |                 |            | Average Aid Response Time for Incident: 00:01:00 |     |      |       |

|                                |            |                 |            |  |   |   |   |
|--------------------------------|------------|-----------------|------------|--|---|---|---|
| 19-0183149 01/17/2019 22:02:00 |            |                 |            |  |   |   |   |
| 111 Building fire              |            |                 |            |  |   |   |   |
| 9396 MACARTHUR BLVD            |            |                 |            |  |   |   |   |
| YPSI CI TY Ypsilanti           | 01/17/2019 | 2 Automatic aid | #Personnel | 0  | 0 | 0 | 0 |
| City Fire Department           |            | received        | #Apparatus | 0  | 0 | 0 | 0 |
| Response Time: 00:07:00        |            |                 |            |  |   |   |   |
| YPSI TWP Ypsilanti             | 01/17/2019 | 2 Automatic aid | #Personnel | 0  | 0 | 0 | 0 |
| Township Fire                  |            | received        | #Apparatus | 0  | 0 | 0 | 0 |
| Department                     |            |                 |            |  |   |   |   |
| Response Time: 00:07:00        |            |                 |            |  |   |   |   |
| Subtotal Responses: 2          |            |                 |            | Average Aid Response Time for Incident: 00:07:00 |   |   |   |

|  |            |                 |            |  |   |   |   |
|--|------------|-----------------|------------|--|---|---|---|
| 19-0196709 01/22/2019 20:01:00                 |            |                 |            |  |   |   |   |
| 650 Steam, Other gas mistaken for smoke, Other |            |                 |            |  |   |   |   |
| 142 Westview Dr /Ypsilanti, MI 48197           |            |                 |            |  |   |   |   |
| YPSI CI TY Ypsilanti                           | 01/22/2019 | 4 Automatic aid | #Personnel | 4  | 0 | 0 | 0 |
| City Fire Department                           |            | given           | #Apparatus | 2  | 0 | 0 | 0 |
| Response Time: 00:00:00                        |            |                 |            |  |   |   |   |
| Subtotal Responses: 1                          |            |                 |            | Average Aid Response Time for Incident: 00:00:00 |   |   |   |

Response time calculated from time notified to arrival time.

SUPERIOR

Aid Responses by Incident

Alarm Date Between {01/01/2019} And {01/31/2019}

| Department                                     | Notified            | Aid Type          | Fire                     | EMS    | Resc   | Other  |
|--|---------------------|-------------------|--------------------------|--------|--------|--------|
| 19-0205140                                     | 01/25/2019 14:35:00 |                   |                          |        |        |        |
| 422 Chemical spill or leak                     |                     |                   |                          |        |        |        |
| US/23 & EB 94                                  |                     |                   |                          |        |        |        |
| PITTSFIELD Pittsfield Township Fire Department | 01/25/2019          | 5 Other aid given | #Personnel<br>#Apparatus | 0<br>0 | 0<br>0 | 0<br>0 |

Response Time: 00:00:00

Subtotal Responses: 1                      Average Aid Response Time for Incident: 00:00:00

|   |                     |                       |                          |        |        |        |
|---|---------------------|-----------------------|--------------------------|--------|--------|--------|
| 19-0213011                                  | 01/28/2019 19:24:00 |                       |                          |        |        |        |
| 113 Cooking fire, confined to container     |                     |                       |                          |        |        |        |
| 1263 Concord DR                             |                     |                       |                          |        |        |        |
| YPSI TWP Ypsilanti Township Fire Department | 01/28/2019          | 4 Automatic aid given | #Personnel<br>#Apparatus | 4<br>2 | 0<br>0 | 0<br>0 |

Response Time: 00:04:00

Subtotal Responses: 1                      Average Aid Response Time for Incident: 00:04:00

|  |                     |                       |                          |        |        |        |
|--|---------------------|-----------------------|--------------------------|--------|--------|--------|
| 19-0216347                               | 01/29/2019 22:06:00 |                       |                          |        |        |        |
| 111 Building fire                        |                     |                       |                          |        |        |        |
| 801 Oakwood                              |                     |                       |                          |        |        |        |
| YPSI CITY Ypsilanti City Fire Department | 01/29/2019          | 4 Automatic aid given | #Personnel<br>#Apparatus | 0<br>0 | 0<br>0 | 0<br>0 |

Response Time: 00:12:00

Subtotal Responses: 1                      Average Aid Response Time for Incident: 00:12:00

Response time calculated from time notified to arrival time.



SUPERIOR

Incident List by Street Address

Alarm Date Between {01/01/2019} And {01/31/2019}  
and Incident Type Between "100" And "123"

| Incident-Exp#  | Alm Date   | Alm Time | Location                  | Incident Type                    |
|----------------|------------|----------|---------------------------|----------------------------------|
| 19-0168954-000 | 01/12/2019 | 16:15:00 | 3801 FRAINS LAKE RD / Ann | 111 Building fire                |
| 19-0213011-000 | 01/28/2019 | 19:24:00 | 1263 Concord DR           | 113 Cooking fire, confined to co |
| 19-0160982-000 | 01/09/2019 | 13:44:00 | 1433 LEFORGE RD           | 113 Cooking fire, confined to co |
| 19-0159182-000 | 01/08/2019 | 23:35:00 | 1187 Lexington ST         | 111 Building fire                |
| 19-0183149-000 | 01/17/2019 | 22:02:00 | 9396 MACARTHUR BLVD       | 111 Building fire                |
| 19-0216347-000 | 01/29/2019 | 22:06:00 | 801 Oakwood               | 111 Building fire                |

Total Incident Count 6

SUPERIOR

Incident List by Street Address

Alarm Date Between {01/01/2019} And {01/31/2019}  
and Incident Type Between "100" And "138"

| Incident-Exp#  | Alm Date   | Alm Time | Location                   | Incident Type                    |
|----------------|------------|----------|----------------------------|----------------------------------|
| 19-0168954-000 | 01/12/2019 | 16:15:00 | 3801 FRAI NS LAKE RD / Ann | 111 Building fire                |
| 19-0157520-000 | 01/08/2019 | 09:28:00 | 8950 WARREN RD / Plymouth, | 131 Passenger vehicle fire       |
| 19-0213011-000 | 01/28/2019 | 19:24:00 | 1263 Concord DR            | 113 Cooking fire, confined to co |
| 19-0160982-000 | 01/09/2019 | 13:44:00 | 1433 LEFORCE RD            | 113 Cooking fire, confined to co |
| 19-0159182-000 | 01/08/2019 | 23:35:00 | 1187 Lexi ngt on ST        | 111 Building fire                |
| 19-0183149-000 | 01/17/2019 | 22:02:00 | 9396 MACARTHUR BLVD        | 111 Building fire                |
| 19-0216347-000 | 01/29/2019 | 22:06:00 | 801 Oakwood                | 111 Building fire                |

Total Incident Count 7

SUPERIOR

Incident List by Street Address

Alarm Date Between {01/01/2019} And {01/31/2019}  
and Incident Type Between "130" And "138"

| Incident-Exp#  | Alm Date   | Alm Time | Location                   | Incident Type              |
|----------------|------------|----------|----------------------------|----------------------------|
| 19-0157520-000 | 01/08/2019 | 09:28:00 | 8950 WARREN RD / Plymouth, | 131 Passenger vehicle fire |

Total Incident Count 1

**SUPERIOR**

**Incident List by Street Address**

**Alarm Date Between {01/01/2019} And {01/31/2019}  
and Incident Type Between "322" And "323"**

| <b>Incident-Exp#</b> | <b>Alm Date</b> | <b>Alm Time</b> | <b>Location</b>            | <b>Incident Type</b>            |
|----------------------|-----------------|-----------------|----------------------------|---------------------------------|
| 19-0157350-000       | 01/08/2019      | 08:15:00        | US 23 & Nixon / Ann Arbor, | 322 Motor vehicle accident with |
| 19-0214752-000       | 01/29/2019      | 10:12:00        | W CLARK RD & MCAULEY DR    | 322 Motor vehicle accident with |
| 19-0220540-000       | 01/31/2019      | 06:54:00        | FORD RD & NAPIER RD        | 322 Motor vehicle accident with |

**Total Incident Count      3**

SUPERIOR

Incident List by Street Address

Alarm Date Between {01/01/2019} And {01/31/2019}  
and Incident Type Between "700" And "746"

| Incident-Exp#  | Alm Date   | Alm Time | Location         | Incident Type                    |
|----------------|------------|----------|------------------|----------------------------------|
| 19-0195091-000 | 01/22/2019 | 07:38:00 | 6800 GEDDES RD   | 731 Sprinkler activation due to  |
| 19-0182802-000 | 01/17/2019 | 16:00:00 | 1082 STAMFORD RD | 746 Carbon monoxide detector act |
| 19-0166437-000 | 01/11/2019 | 11:37:00 | 1982 SUPERIOR RD | 700 False alarm or false call, C |
| 19-0155373-000 | 01/07/2019 | 16:22:00 | 1883 WEXFORD CIR | 730 System malfunction, Other    |

Total Incident Count 4

# **Superior Township Monthly Report**

## **January/ February 2019**

### **Resident Debris/ Complaints:**

- 9024 Ascot Dr.- Yardwaste bags on Extension- **(Letter Sent)**
- 1928 Savannah- Recycle containers on Extension- **(Tagged)**
- 1699 Savannah- Recycle container on Extension- **(Tagged)**
- 8562 Avon Ct.- Debris on Extension- **(Tagged)**
- 9360 Panama- Recycle container on Extension- **(Tagged)**
- 9234 Panama- Cabinet on Extension- **(Tagged for Removal)**
- 1537 Devon- 2 Speakers on Extension- **(Tagged for Removal)**
- 8964 Nottingham- Wood & Misc. on Extension- **(Tagged for Removal)**
- 8671 Pine Ct.- Microwave on Extension- **(Tagged for Removal)**
- 1657 Harvest Ln.- Refuse containers left on Extension- **(Tagged)**

### **Vehicle Complaints:**

- 1795 Manchester- Vehicle w. expired tags & flat tires- **(Tagged)**
- 1546 Devon- Vehicle blocking walkway- **(Tagged)**
- 1702 Devon- Vehicle blocking walkway- **(Tagged)**

Superior Charter Township Park Commission  
Regular Meeting  
December 17, 2018

Adopted Minutes

1. The meeting was called to order by Chair Marion Morris at 6:00 pm.
2. Roll Call  
Park Commissioners present: Marion Morris, Paula Jefferson, Sandi Lopez, Nahid Sanii-Yahai, Terry Lee Lansing, Martha Kern-Boprie, Bernedia Word  
  
Park Commissioners absent: none  
  
Others present: Juan Bradford, Parks Administrator; David Buterbaugh, Maintenance Supervisor; Patrick Pigott, Recreation Coordinator
3. Flag Salute  
Chair Marion Morris led those assembled in the Pledge of Allegiance to the Flag.
4. Agenda Approval  
It was moved by Sandi Lopez and supported by Nahid Sanii-Yahyai to approve the agenda as drafted. The motion carried.
5. Prior Meeting Minutes Approval
  - A. November 26, 2018  
It was moved by Nahid Sanii-Yahyai and supported by Martha Kern-Boprie to approve the minutes of 11/26/18 with the following corrections:  
Reports D. Board Meeting Attendee In the last sentence, change the word "regulation" to "regulate" so the sentence will read "...which would regulate marijuana..."  
Pleas and Petitions In the first sentence, insert the word "entrance" between "lot" and "late" so it reads "...stuck in the township parking lot entrance late at night..." In the last sentence, insert the word "to" after "Commission" and before "be" so it reads "...photograph of the Park Commission to be displayed..."  
The motion carried.
6. Citizen Participation – none
7. Reports
  - A. Chairperson  
Chair Marion Morris thanked Patrick Pigott, all other staff and the Park Commissioners on the successful Tree Lighting Event. Staff adapted plans quickly to cope with the rain.
  - B. Administrator  
Juan Bradford submitted a written report.
  - C. Township Board Liaison  
No report. There has not been a township board meeting since the last Park Commission meeting.
  - D. Board Meeting Attendee  
No report. There has not been a township board meeting since the last Park Commission meeting.
  - E. Park Steward

No report. David Buterbaugh noted that the latest boardwalk segments in Cherry Hill Nature Preserve (CHNP) are complete.

F. Safety

There have been no accidents or injuries in the past month.

8. Communications

A. Educational Info: MOVE Your Way

It was moved by Terry Lee Lansing and supported by Nahid Sanii-Yahyai to receive the communications. The motion carried.

9. Old Business – none

10. New Business

A. Election of Officers for 2019

Chairperson

Martha Kern-Boprie nominated Marion Morris for Chairperson. Nahid Sanii-Yahyai supported the nomination. Marion Morris declined the nomination, and recommended Paula Jefferson for the Chairperson office.

Martha Kern-Boprie nominated Paula Jefferson for Chairperson. Terry Lee Lansing supported the nomination. Paula Jefferson accepted the nomination. Paula Jefferson was elected Chairperson by unanimous vote.

Vice-Chairperson

Nahid Sanii-Yahyai nominated Marion Morris as Vice-Chairperson. Sandi Lopez supported the nomination. Marion Morris accepted the nomination. Marion Morris was elected Vice-Chairperson by unanimous vote.

Secretary

Sandi Lopez nominated Martha Kern-Boprie as Secretary. Terry Lee Lansing supported the nomination. Martha Kern-Boprie accepted the nomination. Martha Kern-Boprie was elected Secretary by unanimous vote.

B. 2019 Board of Trustees Meeting Attendees

| <u>Meeting Date</u> | <u>Park Commissioner Attending</u> |
|---------------------|------------------------------------|
| January 22 Tuesday  | Martha Kern-Boprie                 |
| February 19 Tuesday | Terry Lee Lansing                  |
| March 18 Monday     | Marion Morris                      |
| April 15 Monday     | Sandi Lopez                        |
| May 20 Monday       | Nahid Sanii-Yahyai                 |
| June 17 Monday      | Sandi Lopez                        |
| July 15 Monday      | Martha Kern-Boprie                 |
| August 19 Monday    | Bernedia Word                      |
| September 16 Monday | Nahid Sanii-Yahyai                 |
| October 21 Monday   | Paula Jefferson                    |
| November 18 Monday  | Marion Morris                      |
| December 16 Monday  | Paula Jefferson                    |

C. 2019 Parks & Recreation Commission Meeting Schedule

Meetings are held on the fourth Monday of the month at 6:30 pm, except where noted

| <u>Meeting Date</u> | <u>Time</u> |
|---------------------|-------------|
| January 28 Monday   | 6:30 pm     |
| February 25 Monday  | 6:30 pm     |



Approved by the Superior Charter Township Park Commission on 2/04/2019.

|                       |                |
|-----------------------|----------------|
| March 25 Monday       | 6:30 pm        |
| April 22 Monday       | 6:30 pm        |
| May 28 <b>Tuesday</b> | 6:30 pm        |
| due to Memorial Day   |                |
| June 24 Monday        | 6:30 pm        |
| July 22 Monday        | 6:30 pm        |
| August 26 Monday      | 6:30 pm        |
| September 23 Monday   | 6:30 pm        |
| October 28 Monday     | 6:30 pm        |
| November 25 Monday    | 6:30 pm        |
| December 16 Monday    | <b>6:00 pm</b> |

third Monday and starting 30 minutes earlier

It was moved by Martha Kern-Boprie and supported by Marion Morris to approve the 2019 Parks & Recreation Commission meeting schedule detailed above. The motion carried.

11. Bills for Payment

It was moved by Marion Morris and supported by Terry Lee Lansing to approve payment of the bills totaling \$22,792.08. The motion carried.

12. Financial Statements

A. November 2018 Revenue & Expenditure Report

It was moved by Nahid Sanii-Yahyai and supported by Martha Kern-Boprie to receive the November 2018 Revenue & Expenditure Report. The motion carried.

B. Christmas Tree Lighting Expense

Commissioners reviewed the Christmas Tree Lighting Event Expense Report.

13. Pleas and Petitions

Sandi Lopez reported that David Reynolds of the Eastern Michigan University (EMU) faculty asked her to address a class on "Local Politics and Government" that he teaches. Sandi highlighted the Superior Township Master Plan and its support for protected Open Space in the form of parks and preserves. Sandi also reviewed the zoning and land use process with the class.

Marion Morris commented on a discussion she had with Canton Township residents and their regret over loss of farmland. The amount of money offered to farmers during the 1950s and 1960s by developers contributed to this loss.

Bernedia Word arrived just as the meeting was adjourning. She shared comments about a meeting she attended on design of the new Ypsilanti District Library planned for Superior Township. Bernedia also shared ideas about T-shirts for the Park Commissioners.

14. Adjournment

It was moved by Martha Kern-Boprie and supported by Terry Lee Lansing to adjourn at 6:20 pm. The motion carried.

Submitted by,  
Martha Kern-Boprie, Park Commissioner and Secretary



# WASHTENAW COUNTY OFFICE OF THE SHERIFF



JERRY L. CLAYTON  
SHERIFF

2201 Hogback Road ♦ Ann Arbor, Michigan 48105-9732 ♦ OFFICE (734) 971-8400 ♦ FAX (734) 973-4624 ♦ EMAIL [sheriffinfo@ewashtenaw.org](mailto:sheriffinfo@ewashtenaw.org)

MARK A. PTASZEK  
UNDERSHERIFF

February 6<sup>th</sup>, 2019

**TO:** Ken Schwartz, Superior Township Supervisor

**FR:** Keith Flores, Lieutenant (Ann Arbor, Salem, Superior and York Townships)

**TH:** Lisa King, A/Commander

**RE:** January 2019 Police Services Monthly Report

In January of 2019 there were 861 calls for service in Superior Township, compared to 778 in January 2018 (including traffic stops).

For the month of January 2019, deputies initiated 268 traffic stops and issued 89 citations compared to 267 traffic stops and 83 citations in January 2018.

Information on **significant events** this month includes:

--

- January 2<sup>nd</sup> 6300blk of Cherry Hill, Suicide, Deputy Gontarski 19-444
- January 4<sup>th</sup> 1200blk of Stamford Ct., Misd. warrant arrest, Deputy Mcgrady 19-823
- January 5<sup>th</sup> Geddes and Gale, QUID, Deputy Mcgrady 19-1114
- January 6<sup>th</sup> Wiard and Bazley, Misd. Warrant arrest, Deputy Pearson 19-1156
- January 8<sup>th</sup> 1400blk of Stamford, MDOP, Deputy Losey 19-1737
- January 9<sup>th</sup> 8800blk of Macarthur, MDOP, Deputy Hankamp 19-1950
- January 10<sup>th</sup> 8600blk of Macarthur, Larceny of a gun, Deputy Woollams 19-2299
- January 11<sup>th</sup> Stamford and Stephens, Flee and elude, Deputy Pearson 19-2676
- January 12<sup>th</sup> 8900blk of Macarthur, MDOP, Deputy Gontarski 19-2808
- January 13<sup>th</sup> Macarthur and Harris, Misd. warrant arrest, Deputy Woollams 19-3123
- January 13<sup>th</sup> 1900blk of Spruce Ln, CSC, Deputy Richardson 19-3179
- January 14<sup>th</sup> Sheffield and Ashton, CCW and Felon in possession of firearm, Deputy Jones and Deputy Mercure 19-3297
- January 15<sup>th</sup> 1800blk of Norfolk, Larceny of gun, Deputy Losey 19-3577
- January 15<sup>th</sup> 7200blk of Vreeland, Attempt suicide, Deputy Houk 19-3623
- January 15<sup>th</sup> 1900blk of White Oak, Home invasion, Deputy Rieboldt 19-3625
- January 16<sup>th</sup> Dawn and Panama, Fel. Warrant arrest, Deputy Rieboldt 19-3946
- January 17<sup>th</sup> Geddes and Arbor Woods, OWI 3<sup>rd</sup>, Deputy Rieboldt 19-4273
- January 19<sup>th</sup> 1800blk of Savannah, Identity theft, Deputy Losey 19-4655
- January 20<sup>th</sup> 1200blk of Stamford Ct., MDOP, Deputy Losey 19-4892

*Public Safety – Quality Service – Strong Communities*

### Incidents cont.

- January 21<sup>st</sup> 9800blk of Edgewood Ct., Larceny, Deputy Mercure 19-5059
- January 22<sup>nd</sup> 8600blk of Macarthur, Missing person, Deputy Rieboldt 19-5386
- January 24<sup>th</sup> 9800 Edgewood Ct., Home Invasion/Robbery, Deputy Rieboldt 19-5923
- January 24<sup>th</sup> 2900blk of Mott, Fraud, Deputy Korona 19-5963
- January 25<sup>th</sup> 3000blk of Frains Lake, Fel warrant arrest, Deputy Korona 19-6268
- January 27<sup>th</sup> Ford/Gotfredson, OWI, Deputy Korona 19-6689
- January 28<sup>th</sup> 9100blk of Macarthur, Misd. Warrant arrest, Deputy Vantuyl 19-6712
- January 28<sup>th</sup> 8900blk of Macarthur, MDOP, Deputy Mcgrady 19-6935
- January 29<sup>th</sup> 1600blk of Wiard, Suspicious death-possible overdose, Detective bureau 19-7122
- January 30<sup>th</sup> 7200blk of Brentwood, Attempt suicide, Deputy Hankamp 19-7220

**CSC**-Criminal sexual conduct

**CCW**-Carrying a concealed weapon

**MDOP**-Malicious destruction of property

**LFA**-Larceny from auto

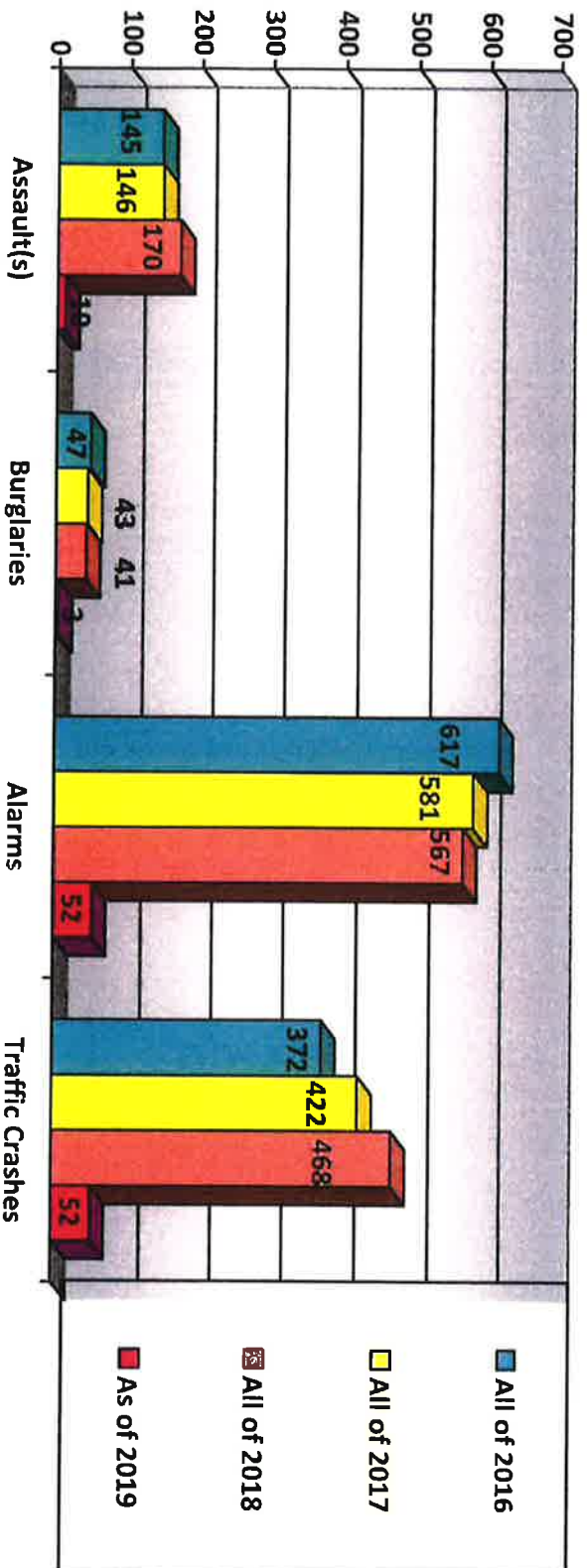
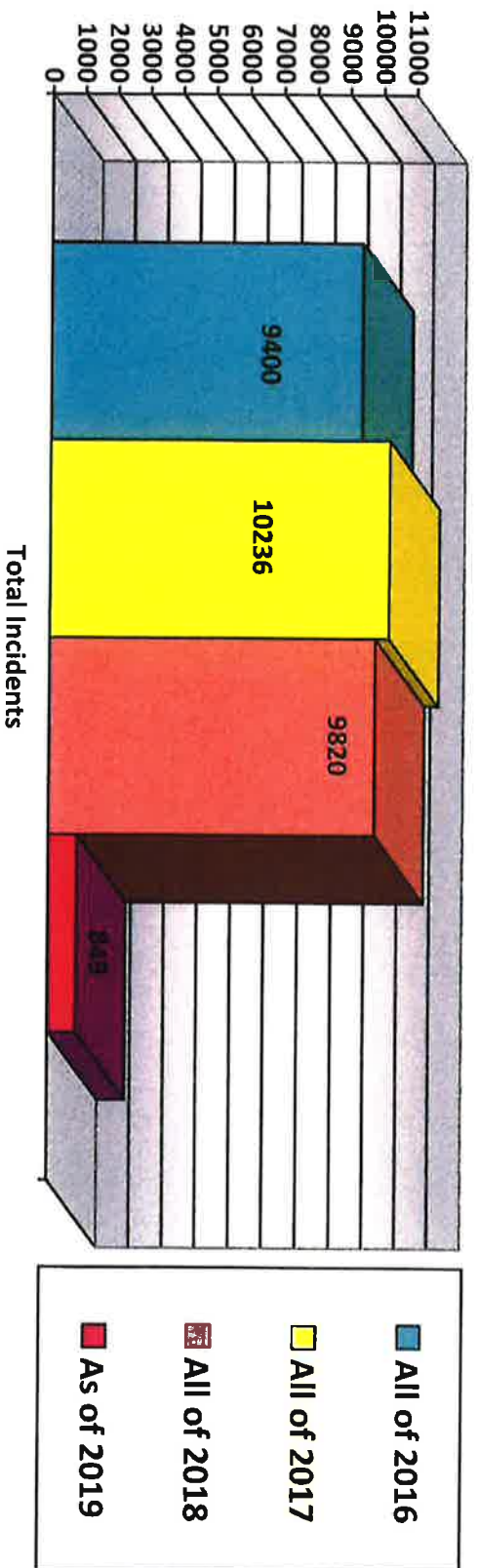
**OUID**-Operating under influence of drugs

**OWI**-Operating while intoxicated (alcohol)

**Misdemeanor warrant**-Warrant arrest made either due to a call for service or stemming from a traffic stop

**Felony warrant**-Same as misdemeanor warrant only a felony warrant

# Superior Township Four Year Activity Report – JANUARY, 2019



CLR-008 Monthly Summary Of Offenses (WD)

City:Superior Twp-SUT

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|                                |                               |
|--------------------------------|-------------------------------|
| <b>Month:</b>                  | January                       |
| <b>Year:</b>                   | 2019                          |
| <b>Print Option:</b>           | Print Both Monthly and YTD    |
| <b>Include Unfounded:</b>      | No                            |
| <b>Report Offenses:</b>        | Include All (1,2,3,4)         |
| <b>Attempted/Completed/NA:</b> | Includes Attempted, Completed |
| <b>City:</b>                   | Superior Twp-SUT              |

# CLR-008 Monthly Summary Of Offenses (WD)

## City:Superior Twp-SUT

For The Month Of January

| Classification   | Jan/2018   | Jan/2019   | %Change       |
|--|------------|------------|---------------|
| 11001 SEXUAL PENETRATION PENIS/VAGINA -CSC IST DEGREE  | 0          | 2          | 0%            |
| 13001 NONAGGRAVATED ASSAULT                            | 11         | 7          | -36.3%        |
| 13002 AGGRAVATED/FELONIOUS ASSAULT                     | 8          | 3          | -62.5%        |
| 13003 INTIMIDATION/STALKING                            | 1          | 0          | -100%         |
| 22001 BURGLARY -FORCED ENTRY                           | 6          | 2          | -66.6%        |
| 22002 BURGLARY -ENTRY WITHOUT FORCE (Intent to Commit) | 0          | 1          | 0%            |
| 23003 LARCENY -THEFT FROM BUILDING                     | 3          | 3          | 0%            |
| 23005 LARCENY -THEFT FROM MOTOR VEHICLE                | 1          | 0          | -100%         |
| 23007 LARCENY -OTHER                                   | 2          | 2          | 0%            |
| 24001 MOTOR VEHICLE THEFT                              | 1          | 0          | -100%         |
| 26001 FRAUD -FALSE PRETENSE/SWINDLE/CONFIDENCE GAME    | 2          | 1          | -50%          |
| 26007 FRAUD - IDENTITY THEFT                           | 2          | 1          | -50%          |
| 28000 STOLEN PROPERTY                                  | 1          | 0          | -100%         |
| 29000 DAMAGE TO PROPERTY                               | 11         | 7          | -36.3%        |
| 35001 VIOLATION OF CONTROLLED SUBSTANCE ACT            | 4          | 1          | -75%          |
| 52001 WEAPONS OFFENSE- CONCEALED                       | 1          | 2          | 100%          |
| 52003 WEAPONS OFFENSE -OTHER                           | 0          | 1          | 0%            |
| <b>Group A Totals</b>                                  | <b>54</b>  | <b>33</b>  | <b>-38.8%</b> |
| 48000 OBSTRUCTING POLICE                               | 3          | 1          | -66.6%        |
| 50000 OBSTRUCTING JUSTICE                              | 1          | 2          | 100%          |
| 53001 DISORDERLY CONDUCT                               | 1          | 0          | -100%         |
| 54001 HIT and RUN MOTOR VEHICLE ACCIDENT               | 1          | 0          | -100%         |
| 54002 OPERATING UNDER THE INFLUENCE OF LIQUOR OR DRUGS | 1          | 4          | 300%          |
| 57001 TRESPASS   | 1          | 0          | -100%         |
| 70000 JUVENILE RUNAWAY                                 | 1          | 0          | -100%         |
| <b>Group B Totals</b>                                  | <b>9</b>   | <b>7</b>   | <b>-22.2%</b> |
| 2800 JUVENILE OFFENSES AND COMPLAINTS                  | 1          | 3          | 200%          |
| 2900 TRAFFIC OFFENSES                                  | 4          | 2          | -50%          |
| 3000 WARRANTS  | 4          | 8          | 100%          |
| 3100 TRAFFIC CRASHES                                   | 51         | 52         | 1.960%        |
| 3200 SICK / INJURY COMPLAINT                           | 23         | 32         | 39.13%        |
| 3300 MISCELLANEOUS COMPLAINTS                          | 147        | 175        | 19.04%        |
| 3500 NON-CRIMINAL COMPLAINTS                           | 197        | 144        | -26.9%        |
| 3700 MISCELLANEOUS TRAFFIC COMPLAINTS                  | 201        | 282        | 40.29%        |
| 3800 ANIMAL COMPLAINTS                                 | 16         | 14         | -12.5%        |
| 3900 ALARMS  | 37         | 52         | 40.54%        |
| <b>Group C Totals</b>                                  | <b>681</b> | <b>764</b> | <b>12.18%</b> |
| 4000 HAZARDOUS TRAFFIC CITATIONS / WARNINGS            | 1          | 0          | -100%         |
| 4200 PARKING CITATIONS                                 | 0          | 4          | 0%            |
| 4300 LICENSE / TITLE / REGISTRATION CITATIONS          | 0          | 1          | 0%            |
| 4500 MISCELLANEOUS A THROUGH UUUU                      | 1          | 0          | -100%         |
| MISCELLANEOUS A THROUGH UUUU                           | 0          | 1          | 0%            |

# CLR-008 Monthly Summary Of Offenses (WD)

## City:Superior Twp-SUT

|                                   |                                     |            |            |               |
|-----------------------------------|-------------------------------------|------------|------------|---------------|
| <b>Group D Totals</b>             |                                     | <b>2</b>   | <b>8</b>   | <b>200%</b>   |
| 5100                              | 18A STATE CODE FIRE CLASSIFICATIONS | 0          | 1          | 0%            |
| <b>Group E Totals</b>             |                                     | <b>0</b>   | <b>1</b>   | <b>0%</b>     |
| 6000                              | MISCELLANEOUS ACTIVITIES (6000)     | 8          | 7          | -12.5%        |
| 6100                              | MISCELLANEOUS ACTIVITIES (6100)     | 37         | 34         | -8.10%        |
| 6300                              | CANINE ACTIVITIES                   | 4          | 3          | -25%          |
| 6500                              | CRIME PREVENTION ACTIVITIES         | 3          | 0          | -100%         |
| 6700                              | INVESTIGATIVE ACTIVITIES            | 2          | 9          | 350%          |
| <b>Group F Totals</b>             |                                     | <b>54</b>  | <b>53</b>  | <b>-1.85%</b> |
| <b>City : Superior Twp Totals</b> |                                     | <b>800</b> | <b>864</b> | <b>8%</b>     |

**CLR-008 Monthly Summary Of Offenses (WD)**  
**City:Superior Twp-SUT**

|                       |  | Year To Date Through January |            |               |
|-----------------------|--|------------------------------|------------|---------------|
| Classification        |  | 2018                         | 2019       | %Change       |
| <b>Group F Totals</b> |  | <b>0</b>                     | <b>0</b>   | <b>0%</b>     |
| 11001                 | SEXUAL PENETRATION PENIS/VAGINA -CSC IST DEGREE  | 0                            | 2          | 0%            |
| 13001                 | NONAGGRAVATED ASSAULT                            | 11                           | 7          | -36.3%        |
| 13002                 | AGGRAVATED/FELONIOUS ASSAULT                     | 8                            | 3          | -62.5%        |
| 13003                 | INTIMIDATION/STALKING                            | 1                            | 0          | -100%         |
| 22001                 | BURGLARY -FORCED ENTRY                           | 6                            | 2          | -66.6%        |
| 22002                 | BURGLARY -ENTRY WITHOUT FORCE (Intent to Commit) | 0                            | 1          | 0%            |
| 23003                 | LARCENY -THEFT FROM BUILDING                     | 3                            | 3          | 0%            |
| 23005                 | LARCENY -THEFT FROM MOTOR VEHICLE                | 1                            | 0          | -100%         |
| 23007                 | LARCENY -OTHER                                   | 2                            | 2          | 0%            |
| 24001                 | MOTOR VEHICLE THEFT                              | 1                            | 0          | -100%         |
| 26001                 | FRAUD -FALSE PRETENSE/SWINDLE/CONFIDENCE GAME    | 2                            | 1          | -50%          |
| 26007                 | FRAUD - IDENTITY THEFT                           | 2                            | 1          | -50%          |
| 28000                 | STOLEN PROPERTY                                  | 1                            | 0          | -100%         |
| 29000                 | DAMAGE TO PROPERTY                               | 11                           | 7          | -36.3%        |
| 35001                 | VIOLATION OF CONTROLLED SUBSTANCE ACT            | 4                            | 1          | -75%          |
| 52001                 | WEAPONS OFFENSE- CONCEALED                       | 1                            | 2          | 100%          |
| 52003                 | WEAPONS OFFENSE -OTHER                           | 0                            | 1          | 0%            |
| <b>Group A Totals</b> |  | <b>54</b>                    | <b>33</b>  | <b>-38.8%</b> |
| 48000                 | OBSTRUCTING POLICE                               | 3                            | 1          | -66.6%        |
| 50000                 | OBSTRUCTING JUSTICE                              | 1                            | 2          | 100%          |
| 53001                 | DISORDERLY CONDUCT                               | 1                            | 0          | -100%         |
| 54001                 | HIT and RUN MOTOR VEHICLE ACCIDENT               | 1                            | 0          | -100%         |
| 54002                 | OPERATING UNDER THE INFLUENCE OF LIQUOR OR DRUGS | 1                            | 4          | 300%          |
| 57001                 | TRESPASS   | 1                            | 0          | -100%         |
| 70000                 | JUVENILE RUNAWAY                                 | 1                            | 0          | -100%         |
| <b>Group B Totals</b> |  | <b>9</b>                     | <b>7</b>   | <b>-22.2%</b> |
| 2800                  | JUVENILE OFFENSES AND COMPLAINTS                 | 1                            | 3          | 200%          |
| 2900                  | TRAFFIC OFFENSES                                 | 4                            | 2          | -50%          |
| 3000                  | WARRANTS   | 4                            | 8          | 100%          |
| 3100                  | TRAFFIC CRASHES                                  | 51                           | 52         | 1.960%        |
| 3200                  | SICK / INJURY COMPLAINT                          | 23                           | 32         | 39.13%        |
| 3300                  | MISCELLANEOUS COMPLAINTS                         | 147                          | 175        | 19.04%        |
| 3500                  | NON-CRIMINAL COMPLAINTS                          | 197                          | 144        | -26.9%        |
| 3700                  | MISCELLANEOUS TRAFFIC COMPLAINTS                 | 201                          | 282        | 40.29%        |
| 3800                  | ANIMAL COMPLAINTS                                | 16                           | 14         | -12.5%        |
| 3900                  | ALARMS   | 37                           | 52         | 40.54%        |
| <b>Group C Totals</b> |  | <b>681</b>                   | <b>764</b> | <b>12.18%</b> |
| 4000                  | HAZARDOUS TRAFFIC CITATIONS / WARNINGS           | 1                            | 0          | -100%         |
| 4200                  | PARKING CITATIONS                                | 0                            | 4          | 0%            |
| 4300                  | LICENSE / TITLE / REGISTRATION CITATIONS         | 0                            | 1          | 0%            |
| 4500                  | MISCELLANEOUS A THROUGH UUUU                     | 1                            | 0          | -100%         |



**CLR-008 Monthly Summary Of Offenses (WD)**  
**City: Superior Twp-SUT**

| Classification                           | Year To Date Through January |            |               |
|--|------------------------------|------------|---------------|
|  | 2018                         | 2019       | %Change       |
| MISCELLANEOUS A THROUGH UUUU             | 0                            | 1          | 0%            |
| <b>Group D Totals</b>                    | <b>2</b>                     | <b>6</b>   | <b>200%</b>   |
| 5100 18A STATE CODE FIRE CLASSIFICATIONS | 0                            | 1          | 0%            |
| <b>Group E Totals</b>                    | <b>0</b>                     | <b>1</b>   | <b>0%</b>     |
| 6000 MISCELLANEOUS ACTIVITIES (6000)     | 8                            | 7          | -12.5%        |
| 6100 MISCELLANEOUS ACTIVITIES (6100)     | 37                           | 34         | -8.10%        |
| 6300 CANINE ACTIVITIES                   | 4                            | 3          | -25%          |
| 6500 CRIME PREVENTION ACTIVITIES         | 3                            | 0          | -100%         |
| 6700 INVESTIGATIVE ACTIVITIES            | 2                            | 9          | 350%          |
| <b>Group F Totals</b>                    | <b>54</b>                    | <b>53</b>  | <b>-1.85%</b> |
| <b>City : Superior Twp Totals</b>        | <b>800</b>                   | <b>864</b> | <b>8%</b>     |

## Activity Log Type Summary Rpt

# CLEMIS

# Activity Log

**Note: This report counts for activity logs that are already approved. Activity for Secondary Officer is also counted.**

**Search Criteria Selected:**

**Activity Date From:**

1/1/2019

**Activity Date To:**

1/31/2019

**Patrol Area:**

ANN ARBOR-SUPERIOR : ANN ARBOR-SUPERIOR TWP  
COLLABORATION

**Report Grouped By:**

Patrol Area

## Activity Log Type Summary Rpt

**Patrol Area: ANN ARBOR-SUPERIOR (22798)**

| <b>Category</b>         | <b>Count</b> | <b>Act Mins</b> |
|-------------------------|--------------|-----------------|
| ADMIN DUTIES            | 586          | 17081           |
| ARRESTS                 | 2            | 60              |
| BACK-UP TRAFFIC STOP    | 9            | 270             |
| BACKUP DISPATCHED CALLS | 130          | 5623            |
| BRIEFING/SHIFT BRIEFING | 196          | 3943            |
| BUILDING CHECK          | 4            | 50              |
| CITATIONS               | 137          | 938             |
| CLEAR CR                | 3            | 148             |
| COURT                   | 9            | 1025            |
| CRASH REPORTS           | 52           | 1518            |
| DETAIL                  | 57           | 3235            |
| DISPATCHED CALLS        | 623          | 27308           |
| FOLLOW-UP               | 150          | 7443            |
| FUEL                    | 54           | 668             |
| IMPOUND                 | 8            | 86              |
| K9 DETAIL               | 2            | 450             |
| MEAL BREAK              | 164          | 4793            |
| MEETINGS                | 2            | 85              |
| OFF-DUTY                | 41           | 421             |
| OTHER                   | 1            | 15              |
| OUT OF VEHICLE          | 14           | 517             |
| PARKS/REC AREA CHECK    | 7            | 199             |
| PLAZA/MALL CHECK        | 5            | 152             |
| PRISONER BOOKING        | 2            | 120             |
| PRISONER TRANSPORT      | 3            | 75              |
| PROACTIVE PATROL        | 988          | 27951           |
| PROPERTY CHECK          | 49           | 1195            |
| PUBLIC RELATIONS        | 23           | 649             |
| RADAR ENFORCEMENT       | 95           | 2633            |
| REPORT WRITING          | 87           | 7840            |
| SCHOOL PROPERTY CHECK   | 4            | 113             |
| SELECTIVE ENFORCEMENT   | 224          | 5974            |
| SPEED MEASUREMENT       | 97           | 3412            |
| STATION DETAIL          | 6            | 504             |
| SUBDIVISION CHECK       | 69           | 1786            |
| SUBPOENA DELIVERY       | 8            | 155             |
| TRAFFIC CONTROL DETAIL  | 2            | 68              |
| TRAFFIC STOP            | 445          | 6492            |
| TRAINING                | 17           | 1061            |
| UNION ACTIVITIES        | 4            | 175             |
| VEHICLE MAINTENANCE     | 32           | 810             |

## Activity Log Type Summary Rpt

|  |                 |                |
|--|-----------------|----------------|
| <b>22798 - ANN ARBOR-SUPERIOR Total:</b> | <b>4,411</b>    | <b>137,041</b> |
| <b>Total Shift(s) Worked:</b>            | <b>309</b>      |                |
| <b>Total Shift(s) Time:</b>              | <b>136,349</b>  |                |
| <b>Total Double Booked Time:</b>         | <b>712</b>      |                |
| <b>Total Assigned Time:</b>              | <b>136,329</b>  |                |
| <b>Total Unassigned Time:</b>            | <b>20 (0 %)</b> |                |
| <b>Report Total:</b>                     | <b>4,411</b>    | <b>137,041</b> |

## Superior Twp - Burglary Alarms

| AGENCY | INCIDENT NO. | STREET NAME                             | TYPE OF CALL | REPORT DATE |
|--------|--------------|---|--------------|-------------|
| WCSC   | 190007575    | 5800 GEDDES RD, SUPERIOR TWP, MI, 48198 | Burglary     | 20190131    |
| WCSC   | 190004033    | 4341 MARIO DR, SUPERIOR TWP, MI, 48197  | Burglary     | 20190117    |
| WCSC   |              |   |              |             |
| WCSC   |              |   |              |             |
| WCSC   |              |   |              |             |
|        |              |   |              |             |
|        |              |   |              |             |
|        |              |   |              |             |
|        |              |   |              |             |

## Superior Twp - Open Alarms

| AGENCY | INCIDENT NO. | STREET NAME                               | TYPE OF CALL | REPORT DATE |
|--------|--------------|---|--------------|-------------|
| WCSC   | 190004621    | 1250 REDLEAF LN, SUPERIOR TWP, MI, 48198  | Open         | 20190119    |
| WCSC   | 190004156    | 8253 GEDDES RD, SUPERIOR TWP, MI, 48197   | Open         | 20190117    |
| WCSC   | 190002134    | 1601 STAMFORD RD, SUPERIOR TWP, MI, 48198 | Open         | 20190109    |
| WCSC   |              |   |              |             |
| WCSC   |              |   |              |             |

## Superior Twp - Panic Alarms

|      |           |  |       |          |
|------|-----------|--|-------|----------|
| WCSC | 190004813 | 1739 SHEFFIELD DR, SUPERIOR TWP, MI,     | Panic | 20190119 |
| WCSC | 190003688 | 8438 BERKSHIRE DR, SUPERIOR TWP, MI,     | Panic | 20190115 |
| WCSC | 190000554 | 8349 ARDMOOR DR, SUPERIOR TWP, MI, 48198 | Panic | 20190103 |

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

**A RESOLUTION TO AMEND APPROVING 2019 POVERTY EXEMPTION  
GUIDELINES FOR THE TAX BOARD OF REVIEW**

**RESOLUTION NUMBER: 2019-01**

**DATE: FEBRUARY 19, 2019**

**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

**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 as revised. The Superior Township annual allowable income is also included for all persons in the principal residence.

### *Annual Allowable Income for 2019 Assessments*

| <b>Number of Persons Residing<br/>Township<br/><u>in the Principal Residence</u><br/><u>allowable income</u></b> | <b>Federal Poverty Guidelines<br/><u>Annual allowable income</u></b> | <b>Superior<br/><u>Annual</u></b> |
|--|--|-----------------------------------|
|--|--|-----------------------------------|

|                            |                    |          |
|----------------------------|--------------------|----------|
| 1 Person                   | \$12,140           | \$22,000 |
| 2 Persons                  | \$16,460           | \$27,000 |
| 3 Persons                  | \$20,780           | \$32,000 |
| 4 Persons                  | \$25,100           | \$37,000 |
| 5 Persons                  | \$29,420           | \$42,000 |
| 6 Persons                  | \$33,740           | \$47,000 |
| 7 Persons                  | \$38,060           | \$52,000 |
| 8 Persons                  | \$42,380           | \$57,000 |
| For each additional person | \$4,320 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.

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

**A RESOLUTION TO APPOINT RICKEY HARDING  
UTILITY MAINTENANCE SUPERINTENDANT  
FOR THE SUPERIOR TOWNSHIP UTILITY DEPARTMENT**

**RESOLUTION NUMBER: 2019-05**

**WHEREAS**, Rickey Harding, was appointed interim utility maintenance superintendent in September 2017 with an S-4 operators license; and,

**WHEREAS**, Rickey Harding has tested and passed the MDEQ S-3 and S-2 sanitary operator's license.

**NOW THEREFORE**, the Superior Township Board approves reclassifying Rickey Harding, as the permanent utility maintenance superintendent for the Superior Township Utility Department at the additional rate of 5% beginning with the next payroll cycle.



**CHARTER TOWNSHIP OF SUPERIOR  
BOARD OF TRUSTEE'S**

**A RESOLUTION APPROVING AUDITING SERVICE  
CONTRACT WITH PFEFFER, HANNIFORD AND PALKA**

**RESOLUTION NUMBER: 2019-06**

**WHEREAS**, The Charter Township of Superior Board of Trustees has requested a proposal from Pfeffer, Hanniford and Palka to continue providing auditing and financial reporting services to Superior Township, and;

**WHEREAS**, Superior Township has budgeted for this expense and the Board of Trustees has been very satisfied with past services and performance.

**NOW THEREFORE BE IT RESOLVED** that the Superior Township Board of Trustees hereby approves a contract for three years with Pfeffer, Hanniford and Palka for the services as set forth in the January 31, 2019 letter of understanding and professional services contract.

# PHP

**PFEFFER • HANNIFORD • PALKA**  
*Certified Public Accountants*

**John M. Pfeffer, C.P.A.**  
**Patrick M. Hanniford, C.P.A.**  
**Kenneth J. Palka, C.P.A.**

*Members:*  
*AICPA Private Practice Companies Section*  
*MACPA*

**225 E. Grand River - Suite 104**  
**Brighton, Michigan 48116-1575**  
**(810) 229-5550**  
**FAX (810) 229-5578**

January 31, 2019

To the Township Board  
Charter Township of Superior  
3040 North Prospect  
Ypsilanti MI 48198

We are pleased to confirm our understanding of the services we are to provide the Charter Township of Superior for the year ended December 31, 2018. We will audit the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements of the Charter Township of Superior as of and for the year ended December 31, 2018. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the Charter Township of Superior's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the Charter Township of Superior's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by U.S. generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited.

1. Management's Discussion and Analysis
2. Pension Funding Schedule (if applicable)
3. Budget to Actual Reports for Major Funds

We have also been engaged to report on supplementary information other than RSI that accompanies the Charter Township of Superior's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America, and we will provide an opinion on it in relation to the financial statements as a whole:

1. Combining Statements
2. Individual Fund Statements

### **Audit Objective**

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and will include tests of the accounting records and other procedures we consider necessary to enable us to express such opinions. We will issue a written report upon completion of our audit of the Charter Township of Superior's financial statements. Our report will be addressed to management and the governing board of the Charter Township of Superior. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or may withdraw from this engagement.

## **Audit Procedures - General**

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards. In addition, an audit is not designed to detect immaterial misstatements, or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that comes to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.

## **Audit Procedures - Internal Control**

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

## **Audit Procedures - Compliance**

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the Charter Township of Superior's compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

## **Other Services**

We will also assist in preparing the financial statements of the Charter Township of Superior in conformity with U.S. generally accepted accounting principles based on information provided by you. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statement services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

## **Management Responsibilities**

Management is responsible for designing, implementing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including monitoring ongoing activities; for the selection and application of accounting principles; and for the preparation and fair presentation of the financial statements in conformity with U.S. generally accepted accounting principles.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements,

(2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws and regulations.

You are responsible for the preparation of the supplementary information in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

You agree to assume all management responsibilities for financial statement preparation services and any other nonattest services we provide; oversee the services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

#### **Engagement Administration, Fees, and Other**

We understand that your employees will prepare all cash, accounts receivable (if applicable), or other confirmations we request and will locate any documents selected by us for testing.

We expect to begin our audit within three weeks of notification. Kenneth J. Palka is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

Our fee for these services will be based on the number of hours spent and the staff position of the individuals assigned. This fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

We appreciate the opportunity to be of service to the Charter Township of Superior and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

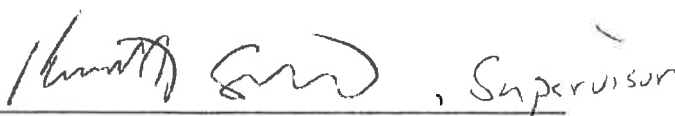
Very truly yours,

*Pfeffer, Hanniford & Palka, P.C.*

PFEFFER, HANNIFORD & PALKA  
Certified Public Accountants

#### **RESPONSE:**

This letter correctly sets forth the understanding of the Charter Township of Superior.

 , Supervisor

Township Official

**CHARTER TOWNSHIP OF SUPERIOR**

CALENDAR YEARS 2018, 2019 and 2020  
(three year contract)

**PFEFFER, HANNIFORD & PALKA**, Certified Public Accountants, registered to practice in the State of Michigan (hereinafter referred to as **CERTIFIED PUBLIC ACCOUNTANTS**) and the **CHARTER TOWNSHIP OF SUPERIOR**, A municipal corporation, of the State of Michigan (hereinafter referred to as **TOWNSHIP**) contract on this \_\_\_\_\_ day of \_\_\_\_\_, 2019, as follows:

1. For the years ending **DECEMBER 31, 2018, 2019 and 2020**, the **CERTIFIED PUBLIC ACCOUNTANTS** shall conduct an audit of the general purpose financial statements of the **TOWNSHIP** for each year. The financial statements are the responsibility of the **TOWNSHIP BOARD**. Our responsibility is to express an opinion on the financial statements based on the audits. We will conduct the audits in accordance with generally accepted auditing standards. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by the township as well as evaluating the overall financial statement presentation.

2. The **CERTIFIED PUBLIC ACCOUNTANTS'** audit shall meet the requirements of Act No. 2, P.A. 1968, or as amended, and the related Bulletin for Audits of Local Units of Government in Michigan, dated June 1, 1968, or as amended, which is available from the State Treasurer.

3. If the township receives federal financial assistance, grants, or other contracts which require the audit be conducted in accordance with Government Auditing Standards or additional reports required under the Single Audit Act of 1984 and the Single Audit Amendments of 1996, we will issue a separate engagement letter and additional fee proposal to the board.

4. The reports on financial statements, as required by Act 2 of Public Acts of 1968, or as amended, shall contain an unqualified opinion by the **CERTIFIED PUBLIC ACCOUNTANTS** or such other opinion as he must render under the circumstances when he is unable to express an unqualified opinion.

5. The audit shall begin as soon after the signing of this contract as shall be convenient to the **CERTIFIED PUBLIC ACCOUNTANTS** and shall be completed with the **CERTIFIED PUBLIC ACCOUNTANTS'** reports issued not later than six months after the conclusion of the fiscal year.

6. The **TOWNSHIP** shall have closed and balanced all funds and bank accounts, agencies and operations to be examined by the **CERTIFIED PUBLIC ACCOUNTANTS**.

7. The estimated total audit fee for the 2018 year will be \$23,000, for the 2019 year will be \$23,000 and for the 2020 year will be \$23,000. For all non audit services which the Township requests there will be an hourly fee of \$115.

8. The **TOWNSHIP** authorizes the **CERTIFIED PUBLIC ACCOUNTANTS** to immediately disclose any and all findings of suspected fraud, and/or embezzlement to the Deputy State Treasurer in charge of the Local Audit Division of the State Department of Treasury.

9. The **CERTIFIED PUBLIC ACCOUNTANTS** shall provide a reasonable number of reports to the **TOWNSHIP** officials.

*Pfeffer, Hanniford & Palka, P.C.*

PFEFFER, HANNIFORD & PALKA  
Certified Public Accountants

CHARTER TOWNSHIP OF SUPERIOR

# SUPERIOR TOWNSHIP FIRE DEPARTMENT

## MEMO

**To:** Ken Schwartz, Supervisor  
**CC:**  
**From:** Fire Chief Vic Chevrette  
**Date:** 2/6/2019  
**Re:** Request for Purchase Self Contained Breathing Apparatus

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Ken,

In regards to the Awarded FEMA Grant #EMW-2017-FR-00316 (Self Contained Breathing Apparatus) on 24 September 2018. Superior Township Fire Department would like to please request to match the grant with the purchase of 16 Self Contained Breathing Apparatus, 16 spare bottles and assorted mask. The total cost is \$100,812.32. Our 10% match is \$10,081.24. The \$10,081.24 will come from the Fire Department Budget Line item 206-336-980-000.

These new SCBA's will be replacing our aging SCBA's which will be outdated at the end of this year 2019.

Respectfully Requested

Victor G. Chevrette  
Fire Chief



# **SUPERIOR TOWNSHIP FIRE DEPARTMENT**

## **MEMO**

**To:** Ken Schwartz, Supervisor  
**CC:**  
**From:** Fire Chief Vic Chevrette  
**Date:** 2/6/2019  
**Re:** Bid Award for Self Contained Breathing Apparatus

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**Ken,**

**As you are aware, Superior Township was Awarded FEMA Grant #EMW-2017-FR-00316 (Self Contained Breathing Apparatus) on 24 September 2018. The total amount of the Award Grant is \$1,252,400.00. The Federal Government match is \$1,138,546.00. The Local Government match is \$113,854.00. This was a Regional FEMA Grant in which Superior Township is the fiduciary. The following Fire Departments are involved with this grant along with Superior Township.**

**Ypsilanti City Fire Dept.  
Northfield Township Fire Dept.  
Manchester Fire Dept.  
Milan Area Fire Dept.  
Clinton Fire Dept.  
Ann Arbor Twp. Fire Dept.  
Salem Twp. Fire Dept.  
Ypsilanti Twp. Fire Dept.**

**Solicitation for Bids was sent out via "BidNet". Two Bids were received. Westshore Fire Equipment and Premier Safety Company. The bids received were based on quantity of SCBA (202), spare bottles, and assorted face mask and training. I would like to please request that the bid for this grant be award to Premier Safety Company, 46400 Continental Drive, Chesterfield, MI 48047 for the amount of \$1,252,400.00. If you have any questions or would like to review the bids, please contact me.**

**Respectfully Requested**

**Victor G. Chevrette  
Fire Chief**



## SUPERIOR TOWNSHIP Record of Disbursements

Date: February 19, 2019

\*Contains all checks written since last report for the following funds:

General Bank - includes all checks written from the following funds:

- 101 - General Fund
- 204 - Legal Defense Fund
- 219 - Streetlight Fund
- 220 - Side Street Maintenance Fund
- 249 - Building Fund
- 266 - Law Fund
- 508 - Park Fund
- 701 - Trust & Agency Fund
  
- 206 - Fire Fund
- 592 - Utility Dept.

**Total amount for all disbursements - \$1,345,363.47**

Note: Some of these checks were presented to the board for approval. All others are either pre-approved or under \$3,000.00 for Government Funds and \$5,000 for Utility Dept.



Check Date Bank Check Vendor Name Description Amount

| Check Date | Bank  | Check | Vendor Name                         | Description                              | Amount     |
|------------|-------|-------|-------------------------------------|--|------------|
| 01/18/2019 | GENTL | 41332 | NIMBLE SYSTEMS                      | NEW QUICKBOOKS AND SERVER PROJECT        | 5,522.79   |
| 01/22/2019 | GENTL | 41333 | COMERICA BANK                       | OPEN A J FUND ACCOUNT FOR BUILDING FUND  | 300,000.00 |
| 01/22/2019 | GENTL | 41334 | KEY BANK                            | PURCHASE A 6 MONTH CD FOR BUILDING FUND  | 250,000.00 |
| 01/23/2019 | GENTL | 41335 | ARC DOCUMENT SOLUTIONS LLC          | BLUE PRINT COPIES                        | 42.87      |
| 01/23/2019 | GENTL | 41336 | BENCHMARK BUILDING & DEVELOPMENT LL | TEP C/O BOND REFUND - 6978 CHERRY HILL   | 500.00     |
| 01/23/2019 | GENTL | 41337 | CANON FINANCIAL SERVICES INC.       | LEASE ON (2) COPY MACHINES & COPIES DEC- | 390.49     |
| 01/23/2019 | GENTL | 41338 | CONGON'S ACE HARDWARE               | SHOP SUPPLIES                            | 40.52      |
| 01/23/2019 | GENTL | 41339 | DELTA DENTAL                        | DENTAL INSURANCE - FEB 2019              | 697.62     |
| 01/23/2019 | GENTL | 41340 | EDWIN MANIER                        | 17 - ELECTRICAL INSPECTIONS 1/7/19-1/18/ | 595.00     |
| 01/23/2019 | GENTL | 41341 | ELECTRICAL AND TEMPERATURE          | CANCELLATION OF PERMIT FOR 8087 BERKSHI  | 195.00     |
| 01/23/2019 | GENTL | 41342 | J. SIMONS & SONS ELECTRICAL         | CANCELLATION OF PERMIT FOR 8087 BERKSHI  | 290.00     |
| 01/23/2019 | GENTL | 41343 | JALEEN WILSON                       | TRASH PICK-UP MACARTHUR                  | 120.00     |
| 01/23/2019 | GENTL | 41344 | JOHN DIEFENBACHER                   | 37- BUILDING INSPECTIONS/32 - 106 INSP   | 1,775.00   |
| 01/23/2019 | GENTL | 41345 | MICROSOFT                           | ONLINE SERVICES - JANUAR 2019            | 70.80      |
| 01/23/2019 | GENTL | 41346 | MICROSOFT                           | LEGAL NOTICE                             | 234.32     |
| 01/23/2019 | GENTL | 41347 | M/LIVE MEDIA GROUP                  | ENGINEERING SERVICES - SPECIAL PROJECT C | 11,145.25  |
| 01/23/2019 | GENTL | 41348 | OHM ADVISORS                        | PORTA-JOHN @ FIREMAN'S PARK - JAN 2019   | 115.00     |
| 01/23/2019 | GENTL | 41349 | PARKWAY SERVICES                    | 2019 DUES - PLUMBING ASSOC OF MI         | 100.00     |
| 01/23/2019 | GENTL | 41350 | PIAM                                | MILNAGE REIMBURSEMENT 1/7/19-1/18/19     | 148.48     |
| 01/23/2019 | GENTL | 41351 | RON PEATRY                          | ADJ'L \$ OWED MISSED SHIPPING COST       | 63.00      |
| 01/23/2019 | GENTL | 41352 | SUPERIOR TOWNSHIP CREDIT CARD ACCT  | K LOCKIE CELL PHONE - JAN 2019           | 22.17      |
| 01/23/2019 | GENTL | 41353 | SUPERIOR TWP UTILITY DEPARTMENT     | TEMP C/O BOND REFUND - 3528 ROLLING HILL | 459.68     |
| 01/23/2019 | GENTL | 41354 | TOLL BROTHERS                       | VISION INSURANCE - FEB 2019              | 151.80     |
| 01/23/2019 | GENTL | 41355 | VISION SERVICE PLAN                 | OVERTIME - DECEMBER 2018                 | 8,376.43   |
| 01/23/2019 | GENTL | 41356 | WASHTEWAM COUNTY TREASURER          | FUEL - JANUARY 2019                      | 47.24      |
| 01/23/2019 | GENTL | 41357 | WEX BANK                            | SPRING WATER                             | 23.75      |
| 01/23/2019 | GENTL | 41358 | ABSOPURE WATER COMPANY              | DECEMBER 2018                            | 7,363.90   |
| 01/23/2019 | GENTL | 41359 | ANN ARBOR AREA TRANSPORTATION AUTH. | OVERPAYMENT OF PERMIT FOR 8087 BERKSHIRE | 50.00      |
| 01/23/2019 | GENTL | 41360 | IDEAL ELECTRIC                      | WEBSITE SUPPORT                          | 250.00     |
| 01/23/2019 | GENTL | 41361 | JCM MEDIA GROUP LLC                 | OLD TOWN HALL NEW TANK                   | 595.00     |
| 01/23/2019 | GENTL | 41362 | KELLER WELL DRILLING INC.           | 2019 MEMBERSHIP DUES                     | 70.00      |
| 01/23/2019 | GENTL | 41363 | METROPOLITAN MECHANICAL INSPECTORS  | 2019 MEMBERSHIP DUES                     | 50.00      |
| 01/23/2019 | GENTL | 41364 | MICHIGAN MUNICIPAL TREASURERS ASSO  | LEGAL SERVICES                           | 1,258.74   |
| 01/23/2019 | GENTL | 41365 | PEAR SPERLING EGGAN & DANIELS, P.C. | FINAL COPIES OF RICOH MACHINE            | 531.98     |
| 01/23/2019 | GENTL | 41366 | RICOH USA INC.                      | MONTHLY CLEANING SERVICES - TOWN HALL    | 1,600.00   |
| 01/23/2019 | GENTL | 41367 | STARRS CLEANING LLC                 | MTA BOOKS                                | 272.95     |
| 01/23/2019 | GENTL | 41368 | SUPERIOR TOWNSHIP CREDIT CARD ACCT  | CASH TRANSFER PAYROLL 1/24/19            | 39,766.60  |
| 01/23/2019 | GENTL | 41369 | SUPERIOR TWP PAYROLL FUND           | WATER TESTING AT TOWN HALL               | 29.00      |
| 01/23/2019 | GENTL | 41370 | WASHTEWAM COUNTY ENVIRONMENTAL HEAL | BOARD OF REVIEW TRAINING                 | 15.00      |
| 01/23/2019 | GENTL | 41371 | WAYNE COUNTY ASSOCIATION OF         | FUEL - JANUARY 2019                      | 55.72      |
| 01/23/2019 | GENTL | 41372 | WEX BANK                            | MILNAGE REIMBURSEMENT 1/16/19-2/4/19     | 96.86      |
| 01/23/2019 | GENTL | 41373 | BRENDA MCKINNEY                     | INTERNET/PHONE SERVICES -JAN 2019        | 164.92     |
| 01/23/2019 | GENTL | 41374 | COMCAST                             | GENERATOR MAINTENANCE                    | 433.12     |
| 01/23/2019 | GENTL | 41375 | CUMMINS SALES AND SERVICE           | GEN/LAW SPLIT/OLD TOWN HALL ELEC - JAN 2 | 1,667.96   |
| 01/23/2019 | GENTL | 41376 | DTE ENERGY                          | 10 ELECTRICAL INSPECTIONS 1/21 - 2/1/19  | 350.00     |
| 01/23/2019 | GENTL | 41377 | EDWIN MANIER                        | 38- BUILDING INSPECTIONS/17 - 106 INSP   | 1,585.00   |
| 01/23/2019 | GENTL | 41378 | JOHN DIEFENBACHER                   | HOURLY SERVICES - JAN 2019               | 8,449.56   |
| 01/23/2019 | GENTL | 41379 | NIMBLE SYSTEMS                      | VOID                                     | 0.00       |
| 02/05/2019 | GENTL | 41380 | VOID Reason: Created From Check     | Rin Process                              | 0.00       |
| 02/05/2019 | GENTL | 41381 | RICHARD MAYERNIK                    | PETTY CASH REPLENISHMENT                 | 66.06      |
| 02/05/2019 | GENTL | 41382 | RON PEATRY                          | MILNAGE REIMBURSEMENT 1/21/19-1/29/19    | 87.00      |
| 02/05/2019 | GENTL | 41383 | SAM'S CLUB/SYNCHRONY BANK           | CHRISTMAS TREE LIGHTING SUPPLIES/PA SYST | 45.72      |
| 02/05/2019 | GENTL | 41384 | STABLES BUSINESS CREDIT             | OFFICE SUPPLIES                          | 323.36     |
| 02/05/2019 | GENTL | 41384 | SUPERIOR TWP PAYROLL FUND           | PENSION /HCSP - JAN 2019                 | 49,042.30  |

| Check Date | Bank | Check | Vendor Name                                 | Description                               | Amount     |
|------------|------|-------|---|---|------------|
| 02/05/2019 | GENL | 41385 | VOID  | VOID                                      | 0.00       |
|            |      |       | VOID Reason: Created From Check Run Process |   |            |
| 02/05/2019 | GENL | 41386 | VICTOR L. LILLICH, J.D.                     | LEGAL SERVICES - JANUARY 2019             | 245.00     |
| 02/05/2019 | GENL | 41387 | WEX BANK                                    | FUEL - JANUARY 2019                       | 40.98      |
| 02/12/2019 | GENL | 41388 | AMAZON CAPITAL SERVICES, INC                | COMPUTER MONITOR FOR K LOCKIE             | 6,844.63   |
| 02/12/2019 | GENL | 41389 | ARC DOCUMENT SOLUTIONS LLC                  | BLUE PRINT COPIES                         | 84.51      |
| 02/12/2019 | GENL | 41390 | AT&T  | WHITE PAGE LISTINGS 2019                  | 235.44     |
| 02/12/2019 | GENL | 41391 | CUMMINS SALES AND SERVICE                   | REPLACE HEATER THERMOSTAT AT TOWN HALL    | 165.61     |
| 02/12/2019 | GENL | 41392 | DELL MARKETING L.P.                         | (2) NEW COMPUTERS (ONE TO JENNIFER/ONE S  | 11,538.40  |
| 02/12/2019 | GENL | 41393 | DTE ENERGY                                  | STREETLIGHTS - JAN 2019                   | 6,176.00   |
| 02/12/2019 | GENL | 41394 | ICEBERG HEATING & COOLING LLC               | OVERPAYMENT OF PERMIT FOR 1515 RIDGE RD   | 85.00      |
| 02/12/2019 | GENL | 41395 | INTERNATIONAL CODE COUNCIL, INC.            | CODE UPDATES - ELECTRICAL & INTERNATIONAL | 134.15     |
| 02/12/2019 | GENL | 41396 | JUAN BRADFORD                               | REIMBURSEMENT FOR MPARKS CONFERENCE EXPE  | 645.80     |
| 02/12/2019 | GENL | 41397 | KCI   | POSTAGE FOR PERSONAL PROPERTY ASSESSMENT  | 2,297.04   |
| 02/12/2019 | GENL | 41398 | MPARKS                                      | MPARKS 2019 CONFERENCE                    | 450.00     |
| 02/12/2019 | GENL | 41399 | PATRICIA BUTLER                             | DUMP TICKET REIMBURSEMENT                 | 20.00      |
| 02/12/2019 | GENL | 41400 | STANDARD PRINTING                           | LETTER HEAD - BRENDIA MCKINNEY            | 102.00     |
| 02/12/2019 | GENL | 41401 | SUPERIOR TOWNSHIP CREDIT CARD ACCT          | CODE UPDATE BOOKS                         | 824.67     |
| 02/12/2019 | GENL | 41402 | SUPERIOR TWP UTILITY DEPARTMENT             | CELL PHONES - JANUARY 2019                | 267.57     |
| 02/12/2019 | GENL | 41403 | WASHINGTON COUNTY TREASURER                 | 2019 CONTRACT - FEBRUARY                  | 133,875.00 |
| 02/12/2019 | GENL | 41404 | YPSILANTI DISTRICT LIBRARY                  | LAND SURVE COSTS - HARRIS ROAD            | 3,900.00   |

Total Paper Check: 863,779.76

GENL TOTALS: 863,779.76  
 Total of 73 Checks: 863,779.76  
 Less 2 Void Checks: 0.00  
 Total of 71 Disbursements: 863,779.76

Check Type: Paper Check

| Bank | FIRE FIRE FUND | Bank | Check | Vendor Name | Description | Amount |
|------|----------------|------|-------|-------------|-------------|--------|
|------|----------------|------|-------|-------------|-------------|--------|

|            |      |  |       |                                     |   |           |
|------------|------|--|-------|-------------------------------------|---|-----------|
| 01/22/2019 | FIRE |  | 24145 | COMERICA BANK                       | TRANSFER \$ INTO TRUCK REPLACEMENT ACCOUN | 50,000.00 |
| 01/23/2019 | FIRE |  | 24146 | A & N ELECTRIC, INC.                | INSTALL NEW FLOOD LIGHT FOR FLAG POLE LI  | 582.75    |
| 01/23/2019 | FIRE |  | 24147 | AMERICAN AQUA, INC.                 | WATER SOFTNER SUPPLIES                    | 82.68     |
| 01/23/2019 | FIRE |  | 24148 | AUTO VALUE YPSILANTI                | GLUE & WINDSHIELD WIPER FLUID             | 161.26    |
| 01/23/2019 | FIRE |  | 24149 | COMCAST                             | INTERNET/PHONE SERVICES STATION #2 -FEB   | 287.03    |
| 01/23/2019 | FIRE |  | 24150 | DELTA DENTAL                        | DENTAL INSURANCE- FEB 2019                | 1,088.54  |
| 01/23/2019 | FIRE |  | 24151 | DEXTER CABINET & COUNTERTOP, INC    | LOCKERS FOR 3 NEW PERSONNEL               | 5,565.00  |
| 01/23/2019 | FIRE |  | 24152 | GIZMO'S GRAPHICS, LLC               | PATCH DECALS                              | 70.00     |
| 01/23/2019 | FIRE |  | 24153 | HOME DEPOT CREDIT SERVICES          | CLEANING SUPPLIES                         | 341.54    |
| 01/23/2019 | FIRE |  | 24154 | MICHIGAN COMMERCIAL DOOR GROUP, LLC | REPAIR ROOT UP DOOR AT STATION #1         | 434.60    |
| 01/23/2019 | FIRE |  | 24155 | MICROSOFT                           | ONLINE SERVICES - JAN 2019                | 85.00     |
| 01/23/2019 | FIRE |  | 24156 | NORTH AMERICAN RESCUE, LLC          | 3-RESCUE TASK CHEST POUCH                 | 546.91    |
| 01/23/2019 | FIRE |  | 24157 | SUPERIOR TWP GENERAL FUND           | TOSAFE HARDWARE FOR SERVER                | 662.86    |
| 01/23/2019 | FIRE |  | 24158 | TREDDROC TIRE SERVICES              | REPAIR FLAT TIRE                          | 178.30    |
| 01/23/2019 | FIRE |  | 24159 | VISION SERVICE PLAN                 | VISION INSURANCE - FEB 2019               | 262.90    |
| 01/29/2019 | FIRE |  | 24160 | AMERICAN AQUA, INC.                 | REPAIR WATER SOFTNERS AS NEEDED           | 127.50    |
| 01/29/2019 | FIRE |  | 24161 | ANN ARBOR WELDING SUPPLY            | OXYGEN CYLINDER RENTAL                    | 41.85     |
| 01/29/2019 | FIRE |  | 24162 | CORRIGAN OIL COMPANY                | 290 GALLONS DIESEL FUEL                   | 624.66    |
| 01/29/2019 | FIRE |  | 24163 | DTE ENERGY                          | GAS - STATION #1 - JANUARY 2019           | 622.23    |
| 01/29/2019 | FIRE |  | 24164 | ESO SOLUTIONS, INC.                 | ONLINE TRAINING OF NEW SOFTWARE           | 990.00    |
| 01/29/2019 | FIRE |  | 24165 | FIRST DUE FIRE SUPPLY               | ANNUAL SERVICE                            | 1,280.06  |
| 01/29/2019 | FIRE |  | 24166 | PHILIP W. DICKINSON                 | HEALTH INSURANCE REIMBURSEMENT- FEB 2019  | 152.43    |
| 01/29/2019 | FIRE |  | 24167 | RICOH USA, INC                      | COPIER LEASE -JANUARY 2019                | 182.93    |
| 01/29/2019 | FIRE |  | 24168 | SUPERIOR TWP PAYROLL FUND           | CASH TRANSFER - 1/24/19 PAYROLL           | 66,463.01 |
| 01/29/2019 | FIRE |  | 24169 | TREDDROC TIRE SERVICES              | REPLACE TIRE ON T11-1                     | 948.09    |
| 01/29/2019 | FIRE |  | 24170 | WEST SHORE FIRE                     | FF GLOVES FOR NEW PERSONNEL               | 254.98    |
| 01/29/2019 | FIRE |  | 24171 | WEST SHORE SERVICES, INC.           | 2018 ANNUAL INSPECTION OF WARNING SIRENS  | 1,652.00  |
| 02/05/2019 | FIRE |  | 24172 | ANN ARBOR CLEANING SUPPLY           | STATION SUPPLIES                          | 151.44    |
| 02/05/2019 | FIRE |  | 24173 | COMCAST                             | INTERNET/PHONE SERVICES - STATION #1 -FEB | 194.92    |
| 02/05/2019 | FIRE |  | 24174 | DTE ENERGY                          | ELECTRIC @ STATION #1 -JAN 2019           | 1,710.17  |
| 02/05/2019 | FIRE |  | 24175 | SAFETY - KLEEN CORP.                | UPKEEP MANAGED SERVICES - FEBRUARY 2019   | 2,841.78  |
| 02/05/2019 | FIRE |  | 24176 | KIMBLE SYSTEMS                      | SERVICE PARTS WASHER                      | 193.96    |
| 02/05/2019 | FIRE |  | 24177 | SUPERIOR TOWNSHIP CREDIT CARD ACCT  | ZIPS TRUCK EQUIPMENT                      | 450.24    |
| 02/05/2019 | FIRE |  | 24178 | SUPERIOR TWP GENERAL FUND           | ACCOUNTING FEES -FEB 2019                 | 833.33    |
| 02/05/2019 | FIRE |  | 24179 | SUPERIOR TWP PAYROLL FUND           | PENSION/HOSP - JAN 2019                   | 75,599.62 |
| 02/05/2019 | FIRE |  | 24180 | TIMOTHY WINTERS                     | HEALTH INSURANCE REIMBURSEMENT -2019      | 150.36    |
| 02/05/2019 | FIRE |  | 24181 | VERIZON WIRELESS                    | CELL PHONES -JANUARY 2019                 | 365.86    |
| 02/12/2019 | FIRE |  | 24182 | WEX BANK                            | FUEL - CHIEF - JAN 2019                   | 102.54    |
| 02/12/2019 | FIRE |  | 24183 | AR300 ARMOR                         | ARMOR VESTS                               | 833.24    |
| 02/12/2019 | FIRE |  | 24184 | CORRIGAN OIL COMPANY                | 252.3 GALLONS DIESEL FUEL                 | 612.65    |
| 02/12/2019 | FIRE |  | 24185 | DELL MARKETING I. P.                | SUPPLEMENTAL HARDWARE FOR SERVER CHANGE   | 2,189.77  |
| 02/12/2019 | FIRE |  | 24186 | DINGES FIRE COMPANY                 | TURNOUT GEAR - SAFER GRANT EMPLOYEES      | 12,409.72 |
| 02/12/2019 | FIRE |  | 24187 | EMERGENCY MEDICAL PRODUCTS, INC.    | MEDICAL SUPPLIES                          | 669.42    |
| 02/12/2019 | FIRE |  | 24188 | EMERGEN HEALTH PARTNERS             | FEBRUARY 2019                             | 3,697.60  |
| 02/12/2019 | FIRE |  | 24189 | NORTH AMERICAN RESCUE, LLC          | HELMETS - TASK FORCE CHEST POUCH          | 1,283.71  |
| 02/12/2019 | FIRE |  | 24190 | PRIORITY ONE EMERGENCY              | NAME/TAPE WITH VELCRO                     | 264.00    |
| 02/12/2019 | FIRE |  | 24191 | SUPERIOR TWP GENERAL FUND           | 2019 AT & T WHITE PAGE LISTING            | 78.48     |
| 02/12/2019 | FIRE |  | 24192 | SUPERIOR TWP PAYROLL FUND           | ADD'L MONEY CMED FOR JAN 2019 PENSION     | 970.71    |
| 02/12/2019 | FIRE |  | 24193 | WALL STREET TOWING INC              | ENGINE 11-1 STUCK IN DITCH                | 400.00    |
| 02/12/2019 | FIRE |  | 24194 | WEST MICHIGAN OFFICE INTERIORS      | OFFICE CHAIR - CHIEF                      | 636.50    |

Total Paper Check: 240,529.13

FIRE TOTALS:

02/12/2019 10:29 AM

User: NANCY  
DB: Superior

CHECK REGISTER FOR CHARTER TOWNSHIP OF SUPERIOR

CHECK NUMBER 1145 - 24194

CHECK DATE FROM 01/18/2019-02/19/19

| Check Date | Bank | Check | Vendor Name | Description | Amount |
|------------|------|-------|-------------|-------------|--------|
|------------|------|-------|-------------|-------------|--------|

|                            |  |  |  |  |            |
|----------------------------|--|--|--|--|------------|
| Total of 50 Checks:        |  |  |  |  | 240,529.13 |
| Less 0 Void Checks:        |  |  |  |  | 0.00       |
| Total of 50 Disbursements: |  |  |  |  | 240,529.13 |

10:36 AM  
02/12/19  
Accrual Basis

Superior Township Utility Department  
Check Register  
January 23 through February 19, 2019

| Date                                | Num   | Name                                | Memo                                    | Amount       |
|-------------------------------------|-------|-------------------------------------|---|--------------|
| 100 - CASH - O&M                    |       |                                     |   |              |
| 101 - Checking - Chase 205000485529 |       |                                     |   |              |
| 01/23/19                            | 11497 | Auto-Wares Group (Auto Value)       | Oil & Filters                           | (114.02)     |
| 01/23/19                            | 11498 | Cintas Corporation                  | Work Gloves                             | (164.00)     |
| 01/23/19                            | 11499 | Comcast                             | Internet - Maint. Fac. - Jan19          | (164.92)     |
| 01/23/19                            | 11500 | Congdon's Ace Hardware              | Driver                                  | (18.98)      |
| 01/23/19                            | 11501 | Core & Main                         | Meter                                   | (414.49)     |
| 01/23/19                            | 11502 | Delta Dental Plan of Michigan       | Dental Insurance - February 19'         | (514.55)     |
| 01/23/19                            | 11503 | Etna Supply                         | Security Sockets                        | (111.42)     |
| 01/23/19                            | 11504 | Jack Doheny Companies, Inc.         | Sewer Push Camera                       | (6,650.00)   |
| 01/23/19                            | 11505 | Jett Pump & Valve, L.L.C.           | Maint. - Clark Rd. Lift Station Pump #2 | (438.75)     |
| 01/23/19                            | 11506 | Microsoft                           | On-line services Jan 2019               | (55.00)      |
| 01/23/19                            | 11507 | Robert Milllett 2                   | Commercial DL Renewal                   | (30.00)      |
| 01/23/19                            | 11508 | Terminix Processing Center          | Pest Control                            | (53.00)      |
| 01/23/19                            | 11509 | UIS                                 | Cruise Subscription Fees - 2019         | (1,654.00)   |
| 01/23/19                            | 11510 | Verizon                             | Cell Phones - Jan19                     | (739.01)     |
| 01/23/19                            | 11511 | Vision Service Plan                 | Vision Insurance - Feb 19'              | (107.80)     |
| 01/23/19                            | 11512 | Ypsilanti Comm. Utilities Authority | W/S - DEC 18'                           | (141,786.32) |
| 01/29/19                            | 11513 | Amazon Capital Services, Inc.       | Office Supplies                         | (46.94)      |
| 01/29/19                            | 11514 | AT&T                                | Booster Sta. Phone - Jan19              | (223.95)     |
| 01/29/19                            | 11515 | DTE                                 | Gas/Elec - Jan 19                       | (1,604.38)   |
| 01/29/19                            | 11516 | Millennium Business Systems         | Toshiba Copier Lease - Jan19            | (261.52)     |
| 01/29/19                            | 11517 | OHM Engineering Advisors            | General Support                         | (1,247.50)   |
| 01/29/19                            | 11518 | SLC Meter, LLC                      | End Points                              | (10,430.40)  |
| 01/29/19                            | 11519 | Stericycle Communications           | Answering Service - Jr19                | (427.52)     |
| 01/29/19                            | 11520 | Superior Twp. Payroll Fund          | Payroll - 01/24/19                      | (26,018.33)  |
| 01/29/19                            | 11521 | Wex Bank                            | Fuel - Jan 2019                         | (129.92)     |
| 02/05/19                            | 11522 | Amazon Capital Services, Inc.       | End Point Gel Caps                      | (247.07)     |
| 02/05/19                            | 11523 | Commercial Lawnmower                | Snow Plow Repair                        | (252.29)     |
| 02/05/19                            | 11524 | Congdon's Ace Hardware              | Nut Driver Handles                      | (23.98)      |
| 02/05/19                            | 11525 | Corrigan Oil Co.                    | Diesel - 275.0 Gallons                  | (616.04)     |
| 02/05/19                            | 11526 | DTE                                 | Gas/Elec- Jan 19                        | (1,953.20)   |
| 02/05/19                            | 11527 | SiteOne Landscape Supply            | Rock Salt                               | (563.50)     |
| 02/05/19                            | 11528 | Staples Credit Plan                 | Office Supplies                         | (13.96)      |
| 02/05/19                            | 11529 | Starks Cleaning, LLC                | Adm. Bldg. Cleaning - Jan19             | (400.00)     |
| 02/05/19                            | 11530 | Superior Twp. General Fund          | Nimble Invoices                         | (2,653.62)   |
| 02/05/19                            | 11531 | Superior Twp. Payroll Fund          | Payroll - 2-7-19                        | (30,087.10)  |
| 02/12/19                            | 11532 | Badger Meter                        | Orion Cellular Service Unit - Jan19     | (695.09)     |
| 02/12/19                            | 11533 | Comcast                             | Internet - Adm. Bldg. - Jan19           | (159.92)     |

10:36 AM  
02/12/19  
Accrual Basis

Superior Township, Utility Department  
Check Register  
January 23 through February 19, 2019

| Date   | Num   | Name                                  | Memo  | Amount       |
|--|-------|---------------------------------------|---|--------------|
| 02/12/19                                     | 11534 | Core & Main                           |   | (459.92)     |
| 02/12/19                                     | 11535 | Cummins Sales and Service             |   | (2,712.16)   |
| 02/12/19                                     | 11536 | Gempler's                             | Meter & Marking Wand<br>Annual Generator Maint. - Clark Rd. Booster | (125.95)     |
| 02/12/19                                     | 11537 | Harbor Freight Tools                  | Uniforms  | (27.48)      |
| 02/12/19                                     | 11538 | Michigan Section, AWWA                | Misc. Supplies  | (240.00)     |
| 02/12/19                                     | 11539 | Neofunds                              | Cross Connection Class  | (539.00)     |
| 02/12/19                                     | 11540 | Robert Millett 2                      | Postage Meter Refill  | (9.38)       |
| 02/12/19                                     | 11541 | Superior Township Credit Card Account | Reimbursement for Mailing Safety Videos                             | (358.26)     |
| 02/12/19                                     | 11542 | Superior Twp. General Fund            | Annual Transportation Permits - 2019                                | (2,213.80)   |
| 02/12/19                                     | 11543 | UIS                                   | Nimble invoices   | (556.00)     |
| 02/12/19                                     | 11544 | Ypsilanti Comm. Utilities Authority   | Radio Repair  | (156.39)     |
| Total 101 - Checking - Chase 205000485529    |       |                                       |   | (238,470.83) |
| Total 100 - CASH - O&M                       |       |                                       |   | (238,470.83) |
| 120 - CASH - CAPITAL RESERVE                 |       |                                       |   |              |
| 125 - CR Chkg. - Chase 639918234             |       |                                       |   |              |
| 125-YC - Cap. Reserves Checking - YCUA       |       |                                       |   |              |
| 01/29/19                                     | 668   | OHM Engineering Advisors              | MacArthur Water Main Replacement                                    | (2,583.75)   |
| Total 125-YC - Cap. Reserves Checking - YCUA |       |                                       |   | (2,583.75)   |
| Total 125 - CR Chkg. - Chase 639918234       |       |                                       |   | (2,583.75)   |
| Total 120 - CASH - CAPITAL RESERVE           |       |                                       |   | (2,583.75)   |
| TOTAL  |       |                                       |   | (241,054.58) |