

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
NOVEMBER 19, 2018
ADOPTED MINUTES
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1. CALL TO ORDER

The regular meeting of the Charter Township of Superior Board was called to order by the Supervisor Ken Schwartz at 7:02 p.m. October 15, 2018 at the Superior Township Hall, 3040 North Prospect, Superior Township, Michigan.

2. PLEDGE OF ALLEGIANCE

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

3. ROLL CALL

The members present were Meghan Winslow, Nancy Caviston, Lynette Findley, Brenda McKinney, Ken Schwartz, and Lisa Lewis.

Absent: Alex Williams

4. ADOPTION OF AGENDA

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

5. APPROVAL OF MINUTES

REGULAR MEETING OF OCTOBER 22, 2018

It was moved by McKinney, supported by Caviston, to approve the minutes of the regular board meeting of October 22, 2018.

The motion carried by unanimous vote.

6. CITIZEN PARTICIPATION

None

7. PRESENTATIONS AND PUBLIC HEARINGS

None

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8. REPORTS

A. SUPERVISOR REPORT

Supervisor Schwartz reported on the following:

- Last week, Supervisor Schwartz had a meeting with the new interim Superintendent of Ypsilanti Community Schools (Alena Zachery-Ross). She is interested in knowing if we have any use for Cheney. He stated that he would take it to the Board. Supervisor Schwartz understanding is that the condition of the building has degraded over the past several years. It has leaks in the roof and people have taken copper and metal out of there, so it is in the worst condition. We had an interest in the building over the last several years as a community center with the possibility of resolving some of the issues with the Clerk in having a couple of precincts there. But at that time, Ypsilanti Community Schools (YCS) wanted \$350,000.00 for it. Now they are willing to give it away to take it off their hands. Supervisor Schwartz will send an email out to people in the next several weeks once he receives more information on it. The school (Cheney is in relatively poor condition at this point. Even if given to us, it is really too big for our needs. Last time we looked at it, we were going to remove classrooms on one side which would reduce it to 60% which would save on heating cost. Supervisor Schwartz stated that the school district wanted to know if we are still interested by the first part of the year. He will get feedback from everyone and if we are interested, we can figure out the usage, and if not, he can confirm that he has taken it to the Board. Supervisor Schwartz indicated that he would like Trustee Williams to weigh in on the situation. There is a nonprofit group called MOSIAC who is coming in tomorrow, (November 20) to talk to Supervisor Schwartz because they have expressed interest in acquiring Cheney for a community center. Supervisor Schwartz expressed to them that it will be a multi-million dollar investment they would have to make. He believes the best thing to happen would be for the YPS demolish it or another organization that is credible can take it over where we can support some way. A community center in that area is necessary to provide kids with wrap-a-round services. Carol Schuman (from Nimble) mentioned the YMCA was interested and it fell through. Ypsilanti Township has plans to work with YMCA according to Treasurer McKinney. Supervisor Schwartz stated that with the YMCA involvement brings a lot of management skills and services to the table.
- Over the last five weeks there have been two homicides—one on Panama and the other one at Arbor Woods Manufacturing Housing Community. Last week there were two shootings in the Township, both on McArthur. One man was shot in the hand and police is not sure of the circumstances because he would not talk about it and the other is also not talking...probably is a dispute that blew up.

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- Supervisor Schwartz asked Lynette to give brief update regarding elections. Clerk Findley stated all the proposals on the ballots passed. We had a very successful election. Absentee Voter Count Board (AVCB) went well. I can say all went extremely well for Superior Township.
- Supervisor Schwartz also had a meeting with Amy Karbo, a representative from Destination Ann Arbor. Destination Ann Arbor is combined with what was known as the old Ypsilanti Convention Bureau. We have received three \$10,000 awards from CTAP and those funds have gone into Dixboro which is the only area that qualifies in the Township. Amy reviewed our files when she started her position. She was very impressed with Superior Township. We had the most complete files, and that we have followed up on everything they have requested us to do. Part of our success is due to Tom Freeman who is with Dixboro LLC.
- Supervisor Schwartz stated that we do not want anybody to do anything at all with marijuana until we have an ordinance in place. So, we do not want any marijuana activity on the commercial level in the township until the planning commission has drafted a set of ordinance for our review and then we will pass them. All this is saying is that we do not want any marijuana activity under the recreational side of the township until further notice and then hopefully someone will come up with rules and regulation that are reasonable and say here are the rules; right now there are no rules out there.

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

It was moved by McKinney, supported by Lewis, that the Superior Township Board receive all Department Reports.

The motion carried by unanimous vote.

C. UTILITY DEPARTMENT FINANCIALS, PERIOD ENDING SEPTEMBER 30, 2018

It was moved by Lewis, supported by Winslow, that the Superior Township Board receive the Utility Department Financials, Period Ending September 30, 2018.

The motion carried by unanimous vote.

D. FINANCIAL REPORTS ALL FUNDS ENDING SEPTEMBER 30, 2018

It was moved by Caviston, supported by Lewis, that the Superior Township Board receive the Financial Reports All Funds Ending September 30, 2018.

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The motion carried by unanimous vote.

E. CONTROLLER'S REPORT MAJOR TOWNSHIP FUNDS -3RD QUARTER, 2018

It was moved by McKinney, supported by Lewis, that the Superior Township Board receive the Controller's Report Major Township Funds – 3rd Quarter, 2018.

The motion carried by unanimous vote.

9. COMMUNICATIONS

A. SUPERIOR TOWNSHIP CHRISTMAS TREE LIGHTING

We have communication from the Parks & Recreation Department indicating that the Superior Township Christmas tree lighting with Santa Claus will be held here at the Township on Saturday, December 1st at 6 pm and Supervisor Schwartz believes they are going to be giving out cookies and hot chocolate, this is the third year for this and it's fun. We have to thank Juan who came up with this whole idea and the Fire Department. Treasurer McKinney went out and got wreaths and the wreaths were hung last week and there is a wreath hung over the old Township Hall. The Fire Department came today and got the lights on the tree and those lights will be lit on December 1st. Treasurer McKinney two wreaths for the Fire Department. Trustee Caviston stated that hopefully the Township has been kind enough to order 3 ½ x 4 inches magnets for your refrigerator. Treasurer McKinney stated they all have been ordered.

10. UNFINISHED BUSINESS

None

11. NEW BUSINESS

A. RESOLUTION 2018-41, APPROVING A TEN YEAR USE AGREEMENT WITH THE DIXBORO UNITED METHODIST CHURCH FOR THE USE OF THE DIXBORO VILLAGE GREEN AND THE VILLAGE GREEN PAVILION

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

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**SUPERIOR CHARTER TOWNSHIP
WASHTENAW COUNTY, MICHIGAN**

**RESOLUTION APPROVING A TEN (10) YEAR USE AGREEMENT WITH THE
DIXBORO UNITED METHODIST CHURCH FOR THE USE OF THE DIXBORO
VILLAGE GREEN AND THE VILLAGE GREEN PAVILION**

RESOLUTION NUMBER: 2018 - 41

DATE: NOVEMBER 19, 2018

WHEREAS, the Dixboro United Methodist Church currently owns the Dixboro Village Green; and,

WHEREAS, the Dixboro United Methodist Church has offered to enter a use agreement with Superior Township permitting the township use of the village green for a term of ten years pursuant to the terms of the use agreement hereby incorporated herein; and,

WHEREAS, the Township Board has strongly supported the Dixboro Village Green pavilion project because it will build community and recreational opportunities within the township, relieve the township of certain governmental burdens and confer upon the township recreational and other notable benefits; and,

WHEREAS, the use agreement will provide township access for all permitted uses including the pavilion for the next ten years and includes the right of first refusal in case the church decides to sell the property.

NOW THEREFORE BE IT RESOLVED, that the Superior Township Board agrees to enter into the use agreement as presented and authorizes the Township administrative staff to execute said agreement.

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 November 19,

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

Lynette Findley, Township Clerk

Date Certified

Roll call:

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

Nays: None

Absent: Williams

The motion carried by unanimous vote.

B. RESOLUTION 2018-42, APPROVE PLANNING CONTRACT WITH CARLYLE WORTMAN ASSOCIATES

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

**CHARTER TOWNSHIP OF SUPERIOR
BOARD OF TRUSTEE'S
RESOLUTION APPROVING PLANNING CONTRACT WITH CARLYLE WORTMAN
ASSOCIATES FOR REVISION OF THE DIXBORO SUB AREA MASTER PLAN**

RESOLUTION NUMBER: 2018-42

Date: NOVEMBER 19, 2018

WHEREAS, The Charter Township of Superior Board of Trustees has requested a proposal from Carlyle/Wortman to assist with the development of the revision of the Dixboro Sub Area Master Plan, and;

WHEREAS, Superior Township has budgeted for three years to imitate a new sub area master plan, and the Township has now received a proposal from our planning consultants.

NOW THEREFORE BE IT RESOLVED that the Superior Township Board of Trustees hereby approves a contract for Dixboro Sub Area Master Plan planning services

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between Carlyle Wortman Associates and Superior Township in an amount not to exceed \$15,850.

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 November 19, 2018 and that public notices of said meeting were given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended.

Lynette Findley, Township Clerk

Date Certified

Roll call:

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

Nays: None

Absent: Williams

The motion carried by unanimous vote.

**C. RESOLUTION 2018-43, APPROVE SUPERIOR TOWNSHIP TO ACT AS A
GUARANTOR FOR THE CONSTRUCTION CONTRACT TO BUILD THE
DIXBORO VILLAGE GREEN PAVILION**

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

**SUPERIOR CHARTER TOWNSHIP
WASHTENAW COUNTY, MICHIGAN**

**RESOLUTION APPROVING SUPERIOR TOWNSHIP TO ACT AS
A GUARANTOR FOR A CONSTRUCTION CONTRACT TO BUILD
THE DIXBORO VILLAGE GREEN PAVILION**

RESOLUTION NUMBER: 2018-43

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NOVEMBER 19, 2018

WHEREAS, Superior Township has supported the construction of the pavilion at the Dixboro Village Green; and,

WHEREAS, the Dixboro Village Green LLC has undertaken to build the Dixboro Village Green pavilion and has secured the financing to pay for architectural drawing, and has presented the plan to the Superior Township Planning Commission and has secured a construction contract to build the pavilion; and,

WHEREAS, the Township Board has strongly supported the Dixboro Village Green pavilion project because it will build community and recreational opportunities within the township, and relieve the township of certain governmental burdens and confer upon the township recreational and other notable benefits; and,

WHEREAS, the construction contract total is \$117,800.00 and the Township has secured over \$20,000.00 from destination Ann Arbor for this project and over \$15,000.00 from private sources; and,

NOW THEREFORE BE IT RESOLVED, that the Superior Township Board agrees to guarantee the construction contract entered into between Dixboro Village Green LL and CCC contractors of Manchester Michigan.

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 November 19, 2018 and that public notices of said meeting were given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended.

Lynette Findley, Township Clerk

Date Certified

Ayes: Lewis, McKinney, Findley, Caviston, Winslow, Schwartz
Nays: None

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Absent: Williams

The motion carried by unanimous vote.

**D. RESOLUTION 2018-44, APPROVE A PROPOSAL TO PURCHASE AND
PROGRAM A NEW TOWNSHIP SERVER (NIMBLE)**

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

**SUPERIOR CHARTER TOWNSHIP
WASHTENAW COUNTY, MICHIGAN**

**RESOLUTION TO APPROVE A PROPOSAL TO PURCHASE AND
PROGRAM A NEW TOWNSHIP SERVER**

RESOLUTION NUMBER: 2018-44

DATE: NOVEMBER 19, 2018

WHEREAS, the Charter Township of Superior needs general and specific assistance with information technology, including but not limited to the acquisition of additional hardware and additional software and additional computer programming and server architecture for the township's computer systems; and,

WHEREAS, the current township server architecture is not secure, inefficient and has exceeded its physical capacity; and has not met the technology needs for the administrative staff, employees and the public; and

WHEREAS, the Township currently has three (3) servers. Two of which are at their end of life with severe hardware issues which could fail without notice causing significant issues for the staff and public; and the remaining server is nearing its end of life.

NOW, THEREFORE BE IT RESOLVED, that the Superior Township Board of Trustees accepts the bids from Nimble Systems of Ann Arbor to provide a new server to replace the three existing servers, and to create a new server architecture for the township.

CERTIFICATION STATEMENT

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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 November 19, 2018 and that public notices of said meeting were given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended.

Lynette Findley, Township Clerk

Date Certified

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

Nays: None

Absent: Williams

The motion carried with unanimous vote.

E. RESOLUTION 2018-45, APPROVE A PROPOSAL TO PURCHASE NEW REPORTING SOFTWARE FOR THE FIRE DEPARTMENT (ESO)

The following resolution was moved by Caviston, supported by McKinney

**SUPERIOR CHARTER TOWNSHIP
WASHTENAW COUNTY, MICHIGAN**

**RESOLUTION TO APPROVE A PROPOSAL TO PURCHASE NEW
REPORTING SOFTWARE FOR THE FIRE DEPARTMENT**

RESOLUTION NUMBER: 2018 -45

DATE: NOVEMBER 19, 2018

WHEREAS, the Superior Township fire department needs a software update to replace the “Fire House” reporting software due to a sale of the company that produced Fire House and the reporting program will no longer be supported; and,

WHEREAS, by law the fire department is required to file all Fire Reports as well as EMS reports with FEMA and the State of Michigan by Law; and,

WHEREAS, the Township has solicited bids and the Fire Chief is recommending we purchase the “ESA Solutions” fire reporting software which is compatible with Fire House so

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current data will be transmitted from the Fire House database to ESO seamlessly, and the future reporting to FEMA and the State of Michigan will be transmitted timely and, in the form required.

NOW, THEREFORE BE IT RESOLVED, the Superior Township Board of Trustees accepts the bid from ESO Solutions in the amount of \$7,515.00.

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 November 19, 2018 and that public notices of said meeting were given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended.

Lynette Findley, Township Clerk

Date Certified

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

Nays: None

Absent: Williams

The motion carried by unanimous vote.

F. ORDINANCE 193, TO PROHIBIT MARIHUANA ESTABLISHMENTS, FIRST READING

The following Ordinance firsts reading was moved by McKinney, supported by Lewis.

CHARTER TOWNSHIP OF SUPERIOR

WASHTENAW COUNTY, MICHIGAN

Prohibition of Marihuana Establishments Ordinance

An Ordinance to prohibit marihuana establishments pursuant to the Michigan

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Regulation and Taxation of Marihuana Act, Ballot Proposal of 2018.

**THE CHARTER TOWNSHIP OF SUPERIOR, WASHTENAW COUNTY, MICHIGAN
HEREBY ORDAINS:**

Title.

This ordinance shall be known as the "Charter Township of Superior Prohibition of Marihuana Establishments Ordinance."

Definitions.

Words used herein shall have the definitions as provided for in Initiated Law 1 of 2018, MCL _____ *et seq.*, as may be amended.

Prohibition on Marihuana Establishments.

Superior Charter Township hereby prohibits all marihuana establishments within the boundaries of the Township pursuant to Initiated Law 1 of 2018, MCL _____ *et seq.*, as may be amended.

Violations and Penalties

Any person who disobeys neglects or refuses to comply with any provision of this ordinance or who causes allows or consents to any of the same shall be deemed to be responsible for the violation of this ordinance. A violation of this ordinance is deemed to be a nuisance per se.

A violation of this ordinance is a municipal civil infraction, for which the fines shall as set forth in the Superior Charter Township Municipal Penalty, Civil Infraction Penalty Ordinance., being Ordinance 162. The foregoing sanctions shall be in addition to the rights of the Township to proceed at law or equity with other appropriate and proper remedies. Additionally, the violator shall pay costs which may include all expenses, direct and indirect, which the Township incurs in connection with the municipal civil infraction.

Each day during which any violation continues shall be deemed a separate offense.

In addition, the Township may seek injunctive relief against persons alleged to be in violation of this ordinance, and such other relief as may be provided by law.

This ordinance shall be administered and enforced by the Ordinance Enforcement Officer of the Township or by such other person (s) as designated by the Township Board from time to time.

Severability.

The various parts, sections and clauses of this ordinance are hereby declared to be severable. If any part, sentence, paragraph, section or clause is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of the Ordinance shall not be affected thereby.

Repeal.

All ordinances in conflict with this ordinance are, to the extent of such conflict, hereby repealed.

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Effective Date.

This ordinance shall become effective thirty (30) days after its publication (or publication of a summary thereof) in a newspaper in general circulation within Charter Township of Superior

YEAS: Findley, Caviston, Winslow, Schwartz, McKinney, Lewis

NAYS: None

ABSENT: Williams

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 an ordinance first reading at a regular meeting of the Superior Charter Township Board held on November 19, 2018 and that public notices of said meeting were given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended.

Lynette Findley, Township Clerk

Date Certified

G. APPROVE 2019 HOLIDAY SCHEDULE

The following motion was moved by Caviston, supported by Winslow.

**CHARTER TOWNSHIP OF SUPERIOR
2019 HOLIDAY CLOSINGS SCHEDULE**

Tuesday, January 1, 2019	New Year's Day
Wednesday, January 2, 2019	Day after New Year's Day
Monday, January 21, 2019	Martin Luther King, Jr. Day
Monday, February 18, 2019	President's Day
Friday, April 19, 2019*	Good Friday
Monday, May 27, 2019	Memorial Day

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Thursday, July 4, 2019	Independence Day
Friday, July 5, 2019	Day after Independence Day
Monday, September 2, 2019	Labor Day
Monday, October 14, 2019	Columbus Day
Monday, November 11, 2019	Veteran's Day
Wednesday, November 27, 2019*	Day before Thanksgiving
Thursday, November 28, 2019	Thanksgiving Day
Friday, November 29, 2019	Day after Thanksgiving
Tuesday, December 24, 2019	Christmas Eve
Wednesday, December 25, 2019	Christmas Day
Thursday-Friday, December 26 & 27, 2019	Days after Christmas
Tuesday, December 31, 2019	New Year's Eve

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

Lynette Findley, Clerk
Charter Township of Superior
3040 N. Prospect
Superior Township, MI 48198
734-482-6099

H. APPROVE 2019 BOARD SCHEDULE

The following motion was moved by Caviston, supported by Winslow.

**CHARTER TOWNSHIP OF SUPERIOR
3040 NORTH PROSPECT**

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SUPERIOR TOWNSHIP, MICHIGAN 48198

734-482-6099

2019 MEETING SCHEDULE

TOWNSHIP BOARD

All regular meetings are held at the Township Hall, 3040 N. Prospect, at **7:00 p.m.** on the third Monday of each month. If a holiday falls on a third Monday, the meeting will be on the Tuesday following that Monday of that week.

Tuesday, January 22, 2019 (following Martin Luther King Day)

Tuesday, February 19, 2019 (following Presidents' Day)

Monday, March, 18, 2019

Monday, April 15, 2019

Monday, May 20, 2019

Monday, June 17, 2019

Monday, July 15, 2019

Monday, August 19, 2019

Monday, September 16, 2019

Monday, October 21, 2019

Monday, November 18, 2019

Monday, December 16, 2019

PLANNING COMMISSION (subject to Planning Commission approval)

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All regular meetings are held at the Township Hall, 3040 N. Prospect, at 7:30 p.m. on the fourth Wednesday of each month, except for the December meeting, which will be held on the third Wednesday of the month.

Wednesday, January 23, 2019

Wednesday, July 24, 2019

Wednesday, February 27, 2019

Wednesday, August 28, 2019

Wednesday, March 27, 2019

Wednesday, September 25, 2019

Wednesday, April 24, 2019

Wednesday, October 23, 2019

Wednesday, May 22, 2019

Wednesday, November 27, 2019

Wednesday, June 26, 2019

Wednesday, December 18, 2019

Lynette Findley, Clerk

3040 N. Prospect

Superior Township, MI 48198

734-482-6099

12. BILLS for PAYMENT and RECORD of DISBURSEMENTS

It was moved by Caviston, supported by Lewis, to receive bills for payment (none) and record of disbursements in the amount of \$893,005.52

The motion carried by unanimous vote.

13. PLEAS and PETITIONS

Trustee Lewis stated that the presentation by Carol Schuman from Nimble should have been Presented differently and not in a public meeting.

14. ADJOURNMENT

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It was moved by McKinney, supported by Lewis, to adjourn the meeting. The meeting adjourned at 8:10 p.m.

Respectfully submitted,

Lynette Findley, Clerk

Kenneth Schwartz, Supervisor