

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
MAY 20, 2019
ADOPTED MINUTES
PAGE 1**

1. CALL TO ORDER

The regular meeting of the Charter Township of Superior Board was called to order by the Supervisor Ken Schwartz at 7:00 p.m. on May 20, 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, Mehgan Winslow, Brenda McKinney, Ken Schwartz, Alex Williams.

Absent: 0

4. ADOPTION OF AGENDA

- A.** It was moved by Lewis, supported by Schwartz, to adopt the agenda with the amendment of adding E. Resolution 2019-19 Grant Salary Increase For Assistant Assessor Saxon Lee and moving communications B to new business F.

The motion carried by unanimous vote.

5. APPROVAL OF MINUTES

A. REGULAR MEETING OF APRIL 15, 2019

It was moved by Caviston supported by Schwartz, to approve the minutes of the regular Board meeting of April 15, 2019, as presented.

The motion carried by unanimous vote.

6. CITIZEN PARTICIPATION

A. CITIZEN COMMENTS

None

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
MAY 20, 2019
ADOPTED MINUTES
PAGE 2**

7. PRESENTATIONS AND PUBLIC HEARINGS

None

8. REPORTS

A. SUPERVISOR REPORT

Supervisor Schwartz reported on the following:

- Dixboro House has been issued a conditional permit subject to the Board of Trustees approval to amend the development agreement guarantees. The construction will commence if there is approval.
- The cement work has been completed on the deck of the pavilion at Village Green. The sidewalk and the steps framing have also been added. The goal is to complete the project by July 1st.
- The Burley cleanup has started. The family has hired an individual with a cleanup crew who have indicated the cleanup will take a couple of months. The property will be placed on the market. It has been explained to the family that time is of the essence for the Township and to maximize the seasonal potential to sell.
- Mr. Ismail from Champion Sports presented information to the community at a public hearing in front of the planning commission on April 24th and there was no support from the community that attended. Mr. Ismail is scheduled to reappear before the planning commission in June.
- The annual Superior Day will be on June 8, 2019, at Oakbrook Park. The list of sponsors continues to grow for the event.
- There are concerns from the residence on Frains Lake. They have organized to address the concerns of public access to the beach. The County Parks is sensitive to the neighbors. It is expected that there will be a trail, however, nothing further is planned with access to the water. There has not been any negative feedback.
- The Utility Administration Building had a broken sewer lead from the bathroom to the main. The parking lot and restroom floors were broken up to complete repairs, resulting in the building restrooms being out of commission. Repairs have been completed. The floors were replaced and look great.
- Supervisor Schwartz, Clerk, Findley, and Treasurer, McKinney attended the Ypsilanti Community Schools meeting sponsored by State Representative Ronnie Peterson. The new Superintendent shared with the community the idea to turn the school district around as well as the fiscal challenges. The district has \$127,000,000 in debt. Almost all of the debt is from buildings, computers, and equipment that is no longer used. There are 7400 students eligible to attend the school district, but 50% of the students are attending other school districts.

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
MAY 20, 2019
ADOPTED MINUTES
PAGE 3**

- There have been meetings with Glen Oaks concerning the new offices. They have met with Township's engineers concerning sewer and water leads.
- Golf Side Estates on Stamford and MacArthur have sold 25 lots which are half of the lots available to a builder. Homes will be built there this summer. The builder does not have to come before the Board of Trustees due to there is an approved development plan in place.
- Woodside now under Infinity Homes of Novi is also building 12 homes that are being built by Infinity Homes. The housing is of great quality including brick. The location was approved for phase 1 and phase 2. Phase 1 will be completed by the end of the year.
- The Township issued a commercial driveway permit for the library on Harris Road. The library had a left-hand turn study. The Road Commission was concerned that the library would need to build a left-hand turn lane or complete a different alignment from Woodside. The analysis revealed that there would be 19 turns a day, which is below the number the Road Commission would require the left-hand turn lane.
- The MacArthur Water Main Plan with the probable cost is expected from OHM soon. They are also completing two plans with preliminary engineering with two paths from Cherry Hill Road and Plymouth to the new restaurant and the preliminary engineering for the plan for Prospect Road from Geddes and Berkshire. The Township will be applying for the two grants titled Connecting Communities for 2020 when information is received. The Township will then have a pathway to the restaurant in downtown Ann Arbor.

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

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

The motion carried by unanimous vote.

C. UTILITY DEPARTMENT FINANCIAL REPORTS PERIOD ENDING MARCH 31, 2019.

It was moved by Lewis, supported by McKinney, to receive the Utility Department Financial reports period ending March 31, 2019.

The motion carried by unanimous vote.

D. CONTROLLER'S REPORT, 1st QUARTER, 2019

It was moved by McKinney, supported by Caviston, to receive the Controller's Report, for the 1ST Quarter, 2019.

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
MAY 20, 2019
ADOPTED MINUTES
PAGE 4**

The motion carried by unanimous vote.

9. COMMUNICATIONS

A. WALL STREET TOWING

Supervisor Schwartz stated Billy Salamey, the owner of Wall Street Towing, and a resident of Superior Township submitted a communication on providing tow services for the Sherriff's Department. He believes he will be able to provide a faster response time and a reduce storage fee to Township residents because of a more accessible site to pick up vehicles. The communication will be given to the Sherriff's Department.

It was moved by Lewis, supported Winslow, to receive the communication from Wall Street Towing.

The motion carried by unanimous vote.

B. PDR ORDINANCE FOR DISCUSSION

Supervisor Schwartz consulted with the Township's attorney on the communication of a potential purchase and development right ordinance (PDR). The board packet communication is a draft to be reviewed for future consideration. The Township needs a PDR Ordinance in order to engage in a development process with the government entities or ask residents to contribute to developments. The PDR will be brought before the Board in June. Trustee Williams inquired if the Township had engaged in the development rights in the past. Supervisor Schwartz explained the Township has helped in development through providing funds, however, the Township cannot accept any fees, financial structure, or rights without a PDR.

10. UNFINISHED BUSINESS

None

11. NEW BUSINESS

A. HURON RIVER WATERSHED COUNCIL DUES

The Huron River Watershed Council dues are presented annually. This has been beneficial to the Township. They have provided essential evidence to support the township's objections to the Rock property. They provide public education and stormwater compliance assistance. They do a great job.

It was moved by Lewis, supported by McKinney, to approve the Huron River Watershed

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
MAY 20, 2019
ADOPTED MINUTES
PAGE 5**

Council invoice.

The motion carried by unanimous vote.

B. DIXBORO AMENDED DEVELOPMENT AGREEMENT

The Dixboro performance guarantee would amend the agreement of \$700,000 down to \$200,000. The Township has never levied on a letter of credit. The Township would only levy on the letter of credit in the event the Township had to remove the house if the work stopped and the property became a nuisance.

It was moved by Williams, supported by Lewis, to amend the Dixboro development Agreement.

Roll call

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

Nays: 0

Absent: 0

The motion carried by unanimous vote.

C. RESOLUTION 2019-18, HIRE NATHAN MCMULLAN PERMANENT FULL-TIME

Supervisor Schwartz explained Nathan McMullan has worked part-time in the utility maintenance helper position for a year and has done a great job. Nathan will have to obtain his S4 in a year. He will test for S4 next May. Nathan is growing in the position.

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

**SUPERIOR CHARTER TOWNSHIP
WASHTENAW COUNTY, MICHIGAN**

**A RESOLUTION HIRING NATHAN MCMULLAN TO THE
PERMANENT FULL-TIME UTILITY MAINTENANCE HELPER POSITION**

RESOLUTION NUMBER 2019-18

DATE: MAY 20, 2019

WHEREAS, The Superior Charter Township through the Utility Administrator has determined the need to hire a permanent full-time Utility Maintenance Helper, and;

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
MAY 20, 2019
ADOPTED MINUTES
PAGE 6**

WHEREAS, Nathan McMullan has filled-in for the last year as a temporary Maintenance Helper for the Utility Department, and;

WHEREAS, the Utility Maintenance Helper will complete the following duties at the wage of \$15-16 per hour:

Responsibilities & Duties

- Mow facility grounds and off-site locations with riding and push mowers
- Trimming and edging around trees, shrubs, ground cover, flowers, sidewalks, and buildings; weeding, thinning and cleaning flower beds and other grounds by hand or utilizing proper tools and equipment
- Safely operates light vehicles such as pick-up trucks, tractors or riding mowers
- Maintain snow and ice removal at on/off-site locations with plow trucks, shovels, and salting
- Perform and/or oversee the general maintenance of a variety of light equipment
- Maintain electronic work order records
- Assist with meter installation, reading, and repairs
- Water service shut-off and turn-on
- Help with service line repairs
- Perform other duties as required for the efficient operation of the department

WHEREAS, the Utility Administrator recommends Nathan McMillan be hired in the permanent full-time position as Utility Maintenance Helper effective May 20, 2019.

NOW THEREFORE BE IT RESOLVED, that the Superior Township Board of Trustees hereby hires Nathan McMullan as a permanent full-time Utility Maintenance Helper, in Superior Township.

Roll call

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

Nays: 0

Absent: 0

The motion 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 May 20, 2019 and that public notices of said meeting were given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended.

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
MAY 20, 2019
ADOPTED MINUTES
PAGE 7**

Lynette Findley, Township Clerk

Date Certified

D. ART ALLIANCE MEMBERSHIP

Treasurer McKinney stated a lot of townships are joining or already hold memberships. This is an opportunity for the Township to gain exposure with the publicity of the Michigan Folks School from both in and out of the area. The recommendation is to obtain a \$350 membership. It was moved by Caviston, supported by Lewis, to approve the Arts Alliance membership.

The resolution carried by unanimous vote.

E. RESOLUTION 2019-19, GRANT SALARY INCREASE FOR ASSISTANT ASSESSOR SAXON LEE

Presented at the table by Supervisor Schwartz that Saxon Lee obtained his level 3 within 15 months of being hired. He also explained that it takes a year to obtain level four and predicts Saxon will pass the test next year. Saxon has absorbed the responsibility of the part-time worker to complete personal property assessments. The Township no longer has to hire a part-time worker or incur that expense.

It was moved by McKinney, supported by Lewis to increase Saxon Lee's salary.

The motion carried by unanimous vote.

F. SCHOCK PARK TREES

Paula Jefferson, from the Parks Commission, requested that no action take place in Schock Park until the Parks Commissioners meets to discuss next steps. Supervisor Schwartz advised he would only remove the stumps that were remaining. Marion Morris explained that the Parks Commissioners did not want any activity to take place including stump removal before the commissioners could discuss how to move forward. Marion also advised that the commissioners found out about the trees being removed when they attended the meeting in April. She expressed her concern about the process of removing the tree and any actions pertaining to the parks without informing the Parks Commission first. Ellen Kurath provided a history of the establishment of the Parks and Recreation Commission.

12. BILLS for PAYMENT and RECORD of DISBURSEMENTS

It was moved by McKinney supported by Caviston, to receive bills for payment and record of disbursements in the amount of \$ 1,218,392.36.

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
MAY 20, 2019
ADOPTED MINUTES
PAGE 8**

The motion carried by unanimous vote.

13. PLEAS and PETITIONS

None

14. ADJOURNMENT

It was moved by McKinney, supported by Caviston, that the meeting is adjourned. The motion carried and the meeting adjourned at 8:04 p.m.

Respectfully submitted,

Lynette Findley, Clerk

Kenneth Schwartz, Supervisor