

**CHARTER TOWNSHIP OF SUPERIOR BOARD  
REGULAR MEETING  
JANUARY 21, 2020  
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 7:00 p.m. on January 21, 2020 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**

Members present were Nancy Caviston, Lynette Findley, Meghan Winslow, Lisa Lewis, Brenda McKinney, Ken Schwartz, and Alex Williams.

**4. ADOPTION OF AGENDA**

Supervisor Schwartz asked an attendee who was recording the meeting to identify herself. She reported that she worked for US Legal.

Supervisor Schwartz requested additions to the agenda under Communications and New Business. Added to the Communications tab will be the Treasurer's Investment Report. Under New Business replace 'a' with Closed Session to allow the board to discuss an offer pertaining to the acquisition or lease of real property.

It was moved by Winslow, supported by McKinney, to adopt the agenda with the addition of the Treasurer's Investment Report under Communications and Closed Session under New Business

The motion carried by unanimous vote.

**5. APPROVAL OF MINUTES**

**A. REGULAR MEETING OF JANUARY 21, 2020**

It was moved by Lewis, supported by Caviston, to approve the minutes of the regular Board meeting of January 21, 2020 as presented.

The motion carried by unanimous vote.

**6. CITIZEN PARTICIPATION**

**A. CITIZEN COMMENTS**

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Robert Maynard addressed the Board with three concerns:

1. **Emptying garbage into receptacle:** Mr. Maynard relayed a recent situation when he was admonished by a deputy for dumping garbage into the township hall garbage receptacle. He was under the impression that the receptacle could be used by township citizens. Supervisor Schwartz agreed with Mr. Maynard, and said that there are two designated dumpsters for township citizens to use: one at the township hall and the other at Fire Station #2.
2. **US Postal Service:** Mr. Maynard explained that the US Postal Service has erratic and undependable delivery times, and that those problems have been going on for 2 to 3 years. He requested that an official of the township relay this issue to the Ypsilanti Township Post Office. Supervisor Schwartz reported that Congresswoman Debbie Dingell is aware of this issue and has been looking into it. He recommended that Mr. Maynard email his concerns to Congresswoman Dingell.
3. **Ditch Lines:** Mr. Maynard reported that there are clogged ditch lines in Superior Township that need to be cleaned to prevent overflowing when it rains. Mr. Maynard gave a specific example. Supervisor Schwartz noted that there is a sheet flow located at the place of concern, and he is aware of the problem. He further stated that Geddes Rd is slated for improvements in 2021. Mr. Schwartz recommended that Mr. Maynard relay this problem to the Washtenaw County Road Commission.

7. **PRESENTATIONS AND PUBLIC HEARINGS:**

None

8. **REPORTS**

**A. SUPERVISOR REPORT**

Supervisor Schwartz reported on the following:

- He and Treasurer McKinney attended a Road Commission meeting on January 21, 2020 where Supervisor Schwartz requested the Road Commission to help finance construction of the Harris Road expansion. The road expansion is needed to accommodate the new Public Library. He noted that the Road Commission wants to collaborate with this project, and said that at least 2 commissioners are positive about it.
- The township offices have received new phones that started being installed on January 21st. Training is expected to begin on January 22nd. The new phone system from Comcast will permit conference calling. The total cost to the township is \$1100/month for phone lines and phones. The prior phone equipment cost \$10,000 and the monthly cost was \$900.

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- Last week, the township supervisor, clerk and treasurer met with the owners of Sycamore Meadows. During this meeting, it was relayed that the owners are working diligently to bring social and cultural change to the apartment complex. They want to invest more into the complex with capital and human services. Furthermore, they reported that prior managers had uncollectable rental debt that exceeded \$200,000. While the new owners are taking legal action to collect the past-due debt, they are also stressing the current renters to keep current on their monthly rent. Sycamore Meadows will also start paying \$100 more a month for garbage pick-up.
- Treasurer McKinney attended a County Parks and Recreation meeting last Tuesday where the members approved installing a Sanitary Pump station on Clark Rd. Parks and Recreation will also add parking spaces at the location for utility personnel and citizens who want to use the park.

Supervisor Schwartz provided some historical context about the pump station. He said that in 2016, County Parks purchased 55 acres and enrolled in the National Area Preservation Program (NAPP). By doing so, they had to get approval from the local community. Superior Township gave approval, as there were always plans to have a pump station on the property (the current pump station's useful life ended 5-10 years ago).

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

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

The motion carried by unanimous vote.

**9. COMMUNICATIONS**

Treasurer's Report: Brenda reported that the township is making a little interest on its investments but that interest rates were going down. She reported that the November General Fund Reserve totaled \$2,089,674.

It was moved by Caviston, supported by Winslow, to accept the oral Treasurer's Report

The motion carried by unanimous vote.

**10. UNFINISHED BUSINESS:**

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None

**11. NEW BUSINESS**

A. Convene in Close Session: Supervisor Schwartz relayed the need to convene in close session, allowed under MCL16.268(8)(d) “to consider the purchase or lease of real property up to the time an option to purchase or lease that real property is obtained.” The Board will be discussing the acquisition of the Rock Property, which contains 300 acres north of Geddes Rd.

It was moved by Winslow, supported by McKinney, to convene into close session.

The meeting moved into close session at 7:29 p.m.

The meeting was called back to order at 7:55 p.m.

Supervisor Schwartz reported that the township is attempting to negotiate the purchase of the 300 acre Rock property, along with the means of acquiring the development rights for said property. He asked for a motion to proceed.

It was moved by Williams, supported by McKinney, to solicit a sales agreement from Rock, Incorporated for 300 acres north of Geddes Rd. to bring back to the Board of Trustees review and decision on how to proceed. Allocate Up to \$10,000 for appraisal and legal services for technical services for drafting a sales agreement.

Roll Call: Findley: Yes; Winslow: Yes; Caviston: Yes; McKinney: Yes; Schwartz: Yes; Lewis: Yes; Williams; Yes. Motion passed.

Motion to approve the executive meeting minutes from January 22, 2019 which were reviewed in closed session. The motion carried by unanimous vote.

**B. Ordinance 169, Amending Utility Ordinance 169, First Reading**

There was a motion to amend Utility Ordinance 169-85 by Winslow, supported by McKinney. Discussion: Supervisor Schwartz reported that this ordinance was amended about three years ago to require certain standards for sewers that run through Superior Township, but are not part of Superior Township’s sanitary system. Salem Township wishes to run sewers through Superior Township. As such, Salem Township was requested to post escrow pursuant for engineering and legal review to comply with Superior Township’s engineering standards. While Salem Township has “not said no” with regard to posting escrow, it has not yet agreed to the amount requested. In reviewing the engineering standards, it was unclear as to whether the standards apply to the situation of a municipality. The standards clearly apply to situations with regard to private development. The Superior Township attorney has suggested that we

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reauthorize this ordinance along with new provision to establish the application and the escrow process. This is the first reading of the amended ordinance; it will be brought back for a second reading and adoption at the February meeting.

Roll Call: Findley: Yes; Winslow: Yes; Caviston: Yes; McKinney: Yes; Schwartz: Yes; Lewis: Yes; Williams; Yes. Motion passed.

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

**ORDINANCE AMENDING  
UTILITY ORDINANCE NO. 169**

**First Reading: January 21, 2020**

**Second Reading: February 18, 2020**

**WHEREAS**, the Charter Township of Superior is currently operating under Superior Township Utility Ordinance 169; and,

**WHEREAS**, the Superior Township Utility Ordinance Section 169-85 requires users to connect to the Superior Township utility system for the discharge of sanitary wastewater, and to pay the attendant fees and costs and to abide by all other provisions of the Ordinance 169; and,

**WHEREAS**, the Superior Township Utility Ordinance is for the use and benefit of the people of Superior Township except when necessary to provide service to non-residents to avert a public health emergency.

**WHEREAS**, this amendment was introduced on May 21, 2018.

**NOW THEREFORE, BE IT RESOLVED** that the Charter Township of Superior ordains:

**Section 1. Amendment to Section 169-85**

Section 169-85 of the Charter Township of Superior Utility Ordinance No. 169, is amended in its entirety to read as follows:

Section 169-85. Permit or authorization required.

- A. It shall be unlawful to discharge to the waters of the state within or through the Township, or in any area under the jurisdiction of such Township and/or to the sewage works, sewerage lines and appurtenances owned by private parties or other entities, private and/or municipal, any wastewater except as provided by an NPDES permit and/or as authorized by the Township and the YCUA in accordance with the provisions of this Ordinance. Sewage lines, equipment and appurtenances, not owned by or under the control of the Township, to serve areas outside of the

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Township, are prohibited in the Township and in all road right-of-ways within the Township, unless: (a) a public health emergency exists and (b) the proposed connection, sewer line and appurtenances is the only feasible way to avert the public health emergency and (c) the parties have executed an agreement setting forth the terms of use, fees, limitations and other pertinent issues.

B. Any and all entities or persons seeking permission to place sewage lines, equipment and appurtenances not owned by or under the control of the Township, in a road right-of-way within the Township, to serve areas outside of the Township, must:

- (1) Submit an application to the Township Board. The application must detail the basis for the applicant's claim that utilizing the road rights-of-way within Township meets the standards set forth subsection A, above.
- (2) Deposit funds into an escrow account with the Township an amount equal to the requirements set forth in the Township's engineering standards, unless a difference amount is deemed appropriate and reasonable by the Township Board.

**Section 2. Saving Clause.**

All provisions of Ordinance 169, the Superior Charter Township Utility Ordinance, not amended by this ordinance remain in full force and effect.

**Section 3. Publication and Effective Date.**

This Ordinance shall be published by posting in the Office of the Clerk, 3040 N. Prospect, Ypsilanti, 48198, and on the Township website - [www.superior-twp.org](http://www.superior-twp.org) - pursuant to Section 8 of the Charter Township Act, being MCL 42.8, 3(b) within thirty (30) days following the final adoption thereof. This Ordinance shall become effective upon publication All ordinances or parts of ordinances in conflict herewith are hereby repealed.

Ordinance declared adopted on \_\_\_\_\_, 2020.

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Kenneth Schwartz, Supervisor  
Superior Charter Township

**CERTIFICATE OF ADOPTION AND PUBLICATION**

I, Lynette Findley, Clerk of the Charter Township of Superior, Washtenaw County, Michigan, hereby certify that this is a true copy of an Ordinance adopted by the Superior Charter Township Board for first reading at a regular meeting held on \_\_\_\_\_, 2018 and for final reading on \_\_\_\_\_, 2020 and published

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Lynette Findley, Clerk  
Superior Charter Township

C. Resolution 2020-01, Poverty Exemptions for 2020

Supervisor Schwartz reported that these are the updated poverty exemptions that applied in the March Board review; also in July and December. Furthermore, the primary poverty issues are resolved in the March Board review. There has been a 3% adjustment added to the annual allowable income for a family to be considered for an exemption from all or part of their annual property tax liability.

The following resolution was moved by McKinney, supported by Winslow. Motion passed unanimously.

**CHARTER TOWNSHIP OF SUPERIOR**

**WASHTENAW COUNTY, MICHIGAN**

**A RESOLUTION APPROVING 2020 POVERTY EXEMPTION  
GUIDELINES FOR THE TAX BOARD OF REVIEW**

**RESOLUTION NUMBER: 2020-01**

**DATE: JANUARY 21, 2020**

**WHEREAS**, the adoption of guidelines for poverty exemptions is required of 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;

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

***Annual Allowable Income for 2020 Assessments***

<b>Number of Persons Residing Township <u>in the Principal Residence</u> <u>allowable income</u></b>	<b>Federal Poverty Guidelines  <u>Annual allowable income</u></b>	<b>Superior  <u>Annual</u></b>
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1 Person	\$12,490	\$22,000
2 Persons	\$16,910	\$27,000
3 Persons	\$21,330	\$32,000
4 Persons	\$25,750	\$37,000
5 Persons	\$30,170	\$42,000
6 Persons	\$34,590	\$47,000
7 Persons	\$39,010	\$52,000
8 Persons	\$43,430	\$57,000
For each additional person	\$4,420 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.

**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 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

**D. Resolution 2020-02, Support for Ypsilanti Township Intent to Convey Land to YMCA**

Treasurer McKinney was asked to provide background on this resolution. She said that for many years, there has been concern expressed by community members that there was no recreational facility in the eastern part of the county for families to use. Ypsilanti Township owns 35 acres across from their township hall on Whittaker Rd. and have decided to donate 25 acres, valued over \$5 Million, to the YMCA to build a recreational facility. The director of the YMCA is attempting to garner support from various organizations to contribute funds to build the facility. County Parks is also involved and is being asked to provide funds for a portion of the building. This resolution is to ask the board to support Ypsilanti Township’s resolution to convey land to YMCA.

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It was moved by Lewis, supported by Williams to support Ypsilanti Township's intent to convey land to the YMCA.

Supervisor Schwartz asked Clerk Findley to write a letter to the clerk of Ypsilanti Township indicating that a motion was passed in support of their resolution.

Motion passed unanimously.

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

**RESOLUTION SUPPORTING THE CHARTER TOWNSHIP OF YPSILANTI  
TO CONVEY LAND TO THE ANN ARBOR YMCA**

**Resolution Number 2020-02**

**DATE: JANUARY 21, 2020**

**WHEREAS**, the Charter Township of Ypsilanti Board of Trustees approved Resolution 2019-60, which specifies the intent for the Charter Township of Ypsilanti to convey 24.975 acres located at 1500 S. Huron Rd. to the Ann Arbor YMCA; and

**WHEREAS**, the conveyance of acreage is conditioned upon the YMCA to construct and operate a recreational facility contingent upon the completion of YMCA's due diligence investigations including the completion of a feasibility study and the approval by the parties of a mutually acceptable "Memorandum of Understanding" setting for the rights and responsibilities of Ypsilanti Township and the Ann Arbor YMCA; and

**WHEREAS**, the Charter Township of Superior has reviewed the Charter Township of Ypsilanti's Resolution 2019-60, along with supporting documents; and

**WHEREAS**, residents of the Charter Township of Superior may enjoy and utilize the recreational facility if it is built,

**NOW THEREFORE BE IT RESOLVED** that the Charter Township of Superior supports Ypsilanti Township's resolution to convey acreage to the Ann Arbor YMCA once the conditions are met.

**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 \_\_\_\_\_ 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

E. Resolution 2020-03, Engineering Services for 2020 Pipe and Manhole Rehabilitation Contract Documents SRF Loan Project

Supervisor Schwartz noted that this proposal authorizes Superior Township to provide the engineering for all of the pipe and manhole rehabilitation needed in the township. While Superior Township must pay for this, he noted that the township has applied for SRF funding up to \$15,000 and, therefore, may receive reimbursement for all or part of it. Clark Rd. Pump Station is included in this proposal.

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

Roll Call: Findley: Yes; Winslow: Yes; Caviston: Yes; McKinney: Yes; Schwartz: Yes; Lewis: Yes; Williams: Yes. Motion passed.

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

**RESOLUTION APPROVING CONTRACT WITH OHM  
FOR MANHOLE REHABILITATION**

**RESOLUTION NUMBER: 2020-03**

**DATE: JANUARY 21, 2020**

**WHEREAS**, Superior Township completed the Storm water, Asset Management and Wastewater (SAW) grant project in 2017; and,

**WHEREAS**, the SAW project identified numerous manhole and pipe sections within the utility district in need of rehabilitation; and,

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**WHEREAS**, OHM has proposed to review the SAW project plan and create a new plan to select and prioritize manhole and pipe sections in need of rehabilitation.

**NOW THEREFORE, BE IT RESOLVED** that the Superior Township Board of Trustees hereby approves the proposed contract with OHM Advisors to prepare an action plan and to create bid documents for the manhole and pipe section rehabilitation and other activities as set forth in the proposal dated January 13, 2020 in the amount of \$15,000.00 to be paid from utility department reserves.

**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 \_\_\_\_\_ 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

**F. Resolution 2020-04, Clark Road Sanitary Force Main Replacement**

Supervisor Schwartz reported that there will be a new main coming into the new pump station which will connect to the existing Force Main sewer, a very old pipe which contains asbestos. The pipe is near the end of its useful life. The township would like to contract for preliminary engineering and design services on the Clark Road Sanitary Force Main. When the pump station is installed, it makes sense to replace the Force Main. In doing so, the whole segment will be completed. The Road Commission is being consulted on this project.

The following resolution was moved by Caviston and supported by Winslow.

Roll call: Winslow: yes; Williams: yes; Schwartz: yes; McKinney: yes; Lewis: yes; Findley: yes; Caviston: yes. Motion passed.

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

**RESOLUTION APPROVING CONTRACT WITH OHM  
FOR PRELIMINARY ENGINEERING AND DESIGN FOR**

**CLARK ROAD FORCE MAIN**

**Resolution Number 2020-04**

**DATE: JANUARY 21, 2020**

**WHEREAS**, the utility department owns and maintains a sanitary pump station, commonly known as the Clark Road Pump Station; and,

**WHEREAS**, the pump station is located within the Clark Road right of way, has been approved for replacement,

**WHEREAS**, the Clark Road Pump Station is connected downstream to a 10 inch in diameter, 1,200-foot-long asbestos and concrete force main which needs replacement having reached the end of it useful service life; and,

**WHEREAS**, replacing this forced main at the same time as construction of the pump station will save money and will provide a total upgrade of this important utility component.

**NOW THEREFORE, BE IT RESOLVED** that the Superior Township Board of Trustees hereby approves the proposed contract with OHM Advisors to collect data and prepare final engineering and design, permitting and other assistance as set forth in the proposal for design engineering services dated January 13, 2020 in the amount of \$32,500.00 to be paid from utility department reserves.

**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 \_\_\_\_\_ 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

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G. Resolution 2020-05, Approve Contract with OHM for Preliminary Engineering for the Harris Road Widening

Supervisor Schwartz presented this resolution. The township has been working with the Ypsilanti District Library (YDL), which has realized significant delays on constructing its new facility, because of the need to widen Harris Road around the library site. The speed limit on this portion of Harris Road is 55 mph. Because of that, a left hand turn lane is required; the cost of which is between \$100,000 and \$200,000 to be paid by the YDL. The Road Commission is being asked to finance it for the YDL. This work needs to be done. By approving the resolution, the township will provide \$47,500 to the Library to help offset some of the unexpected costs.

It was moved by McKinney, supported by Findley, to approve the following resolution.  
Roll Call: Lewis: yes; Findley: yes; McKinney: yes; Caviston: yes; Lewis: yes; Winslow: yes; Schwartz: yes.

Motion passed.

**CHARTER TOWNSHIP OF SUPERIOR**

**WASHTENAW COUNTY, MICHIGAN**

**RESOLUTION APPROVING CONTRACT WITH OHM  
FOR PRELIMINARY ENGINEERING FOR**

**THE HARRIS ROAD WIDENING**

**RESOLUTION NUMBER 2020-5**

**DATE: JANUARY 21, 2020**

**WHEREAS**, the Ypsilanti District Library (YDL) proposes to build a library branch on 12.04 acres owned by Superior Township on Harris Road; and,

**WHEREAS**, the Washtenaw County Road Commission has required Superior Township to be the permittee of a commercial driveway permit for access to the library lot due to township ownership of the land; and,

**WHEREAS**, Superior Township applied for a permit and the Washtenaw County Road Commission denied the permit and requested an engineering study to determine average vehicle speed and the need for a left-hand turn into the proposed library facility.

**WHEREAS**, the study determined that in order to safely accommodate traffic into the facility the existing left-hand turn lane must be extended south to a point approximately 900 feet south of Geddes Road; and,

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**WHEREAS**, by approving this agreement with OHM Superior Township is offsetting costs to the YDL, and such a contribution is due to the commitment the township is making to the YDL to have a complete, safe and fully functioning library branch at this location; and,

**WHEREAS**, the road improvement will have a direct benefit to the township when the Board decides to invest in park improvements on the site, i.e., a commercial driveway and public parking for future recreational activities.

**NOW THEREFORE, BE IT RESOLVED** that the Superior Township Board of Trustees hereby approves the proposed contract with OHM Advisors to collect data and prepare preliminary engineering and other activities as set forth in the proposal dated January 10<sup>th</sup> 2020 in the amount of \$47,500.00 to be paid from utility department reserves.

**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 \_\_\_\_\_ 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

**H. Resolution 2020-06, 2020 Budget Amendments**

Supervisor Schwartz indicated that Keith Lockie is present to provide information, if needed. This resolution is needed because a prior budget, which was adopted by the board, was actually a preliminary one and still required adjustments before being finalized. The amended budget corrects that.

It was moved by Williams, and supported by Lewis that the following resolution be passed.

Motion passed unanimously

**SUPERIOR CHARTER TOWNSHIP  
WASHTENAW COUNTY, MICHIGAN  
BUDGET AMENDMENTS FOR ALL FUNDS  
RESOLUTION NUMBER 2020-06**

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**DATE: JANUARY 21, 2020**

**WHEREAS**, the Charter Township of Superior Board of Trustee’s has carefully reviewed the Township’s current spending, and

**WHEREAS**, the Charter Township of Superior Board of Trustee’s recognizes its responsibility to the citizens of Superior Township to carefully monitor the Township funds and provide for the needs of the Township, and

**WHEREAS**, the Board of Trustees of the Charter Township of Superior has carefully reviewed the revenues and expenditures for 2020 and offers the following budget amendments.

**NOW THEREFORE BE IT RESOLVED** that the Charter Township of Superior Board of Trustees adopt the proposed budget amendments as set forth in the attached spreadsheet.

**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 \_\_\_\_\_ 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

**I. Resolution 2020-07, Clerk’s Administrative Assistant**

Clerk Findley requested support for the Clerk’s Office for assistance with elections and the state voter data system. A substantial increase in absentee voter ballots is being realized, which is the result of the change in the State law. The clerk is requesting a full time position similar to a position currently in the Treasurer’s Office. It was recommended that the position be made temporary full-time until after the primary elections and then reevaluate the need for a permanent position. Amend the resolution to read “approve a temporary full-time position for the Clerk’s Office to be reviewed after the primary elections.”

It was moved by Williams, supported by Lewis, to support the resolution as amended.

Motion passed unanimously.



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REGULAR MEETING  
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**WASHTENAW COUNTY, MICHIGAN  
SUPERIOR CHARTER TOWNSHIP**

**CREATION OF CLERK ADMINISTRATIVE ASSISTANT**

**RESOLUTION NUMBER 2020-07**

**JANUARY 21, 2020**

**WHEREAS**, the Charter Township of Superior Board of Trustee's has reviewed the need for a full-time administrative staff position to support the duties required of the Township Clerk.

**WHEREAS**, the duties of the Clerk's Administrative Assistant will include a variety of tasks such as support for elections, filing and preserving records as directed by the Township Clerk.

**WHEREAS**, the Board of Trustees of the Charter Township of Superior has reviewed the projected expenditures for this position and has identified General Fund monies to support it.

**NOW THEREFORE BE IT RESOLVED** that the Board of Trustees of the Charter Township of Superior approve the creation of the Clerk Administrative Assistant position at the wage of \$19.00 per hour.

**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 \_\_\_\_\_ 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

J. Saxtons Power Equipment Sales & Service Inc.

Supervisor Schwartz asked Chief Chevrette to address the Board re the need for a new lawn mower, which was purchased about 15 years ago. After doing some research and getting a few bids, the Chief proposes to purchase a zero radius riding lawn mower.

**CHARTER TOWNSHIP OF SUPERIOR BOARD  
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It was moved by McKinney, supported by Caviston, to approve the purchase of a new riding lawn mower.

Motion passed unanimously.

**K. Greenstreet Tree Care Service Proposal**

Supervisor Schwartz reported that he has received many complaints over the last years re the tree cover on Stephens Rd. He asked for bids for clearing trees, removing dead, damaged and broken branches, and providing an aesthetic balance and canopies throughout the street.

Greenstreet proposed \$4,260 and Butler Trees proposed \$8,500. McKinney noted that Right-of-Way funds can be used for this purpose, and recommended that Greenstreet be used.

It was moved by McKinney, supported by Williams, to approve Greenstreet for the tree care on Stevens Rd.

Motion passed unanimously.

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

It was moved by McKinney, supported by Caviston, to receive bills for payment and record disbursements in the amount of \$1,663,412.81.

The motion carried unanimously.

**13. PLEAS and PETITIONS**

None

**14. ADJOURNMENT**

The meeting adjourned at 8:55 p.m.

Respectfully submitted,

Lynette Findley, Clerk

Kenneth Schwartz, Supervisor