

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
FEBRUARY 16, 2021
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 7:01 p.m. on February 16, 2021 on a Zoom Virtual Board Meeting.

2. PLEDGE OF ALLEGIANCE

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

3. ROLL CALL

The members present were Supervisor Ken Schwartz, Clerk Lynette Findley, Treasurer Brenda McKinney, Trustee Nancy Caviston, Trustee Lisa Lewis, Trustee Bernice Lindke, and Trustee Rhonda McGill. All board members stated they were present in Superior Township.

Absent: None

4. ADOPTION OF AGENDA

It was moved by Treasurer McKinney supported by Trustee McGill, to adopt the agenda.

The motion carried by unanimous vote.

5. APPROVAL OF MINUTES

A. REGULAR MEETING OF JANUARY 19, 2021

It was moved by Trustee Lewis supported by Trustee Caviston, to approve the minutes of the regular Board meeting of January 19, 2021 as presented.

The motion carried by unanimous vote.

6. CITIZEN PARTICIPATION

Supervisor Schwartz read a script required by the Open Meetings Act.

A. CITIZEN COMMENTS

None

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7. PRESENTATIONS AND PUBLIC HEARINGS

None

8. REPORTS

A. SUPERVISOR REPORT

Supervisor Schwartz reported on the following:

- The Golfside Village Subdivision ~~site plans~~ UTILITY PERMITS were pulled. This information was emailed to the Board last week. This subdivision was at a halt in 2008. All subdivisions in the Township are being completed including Woodside, Brookside, and Prospect Pointe East, which should be completed by the end of the year.
- There is nothing to report for the Salem Sewer issue. The township's attorney rejected the proposed settlement due to being unfair and unworkable.
- The Township Board is invited to attend the groundbreaking for the Ypsilanti District Library on April 7th
- The bridge on Geddes Road just west of Ridge Road will be replaced this summer according to the Washtenaw County Road Commission.

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

It was moved by Clerk Findley supported by Trustee McGill, that the Superior Township Board receive all reports.

The motion carried by unanimous vote.

Trustee Lindke Liaison Report on Parks Commission Meeting

- Dixboro Farmers' Market is set to begin May 14th.
- There is an invasive vegetation growth in Cherry Hill Nature Preserve and Schroeter Park. Patrick Pigott, the Recreation Coordinator will be organizing volunteers in the spring to remove this invasive vegetation.
- There was discussion to increase the stipend for the Parks and Recreation Commission members. After further discussion, it was decided not to pursue an increase at this time.
- There are special events scheduled for this year, but with requirements surrounding Covid, the schedule may be altered.

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9. COMMUNICATIONS

A. Schock Park Use and Maintenance Responsibilities – Parks and Recreation

- Supervisor Schwartz wrote a letter to Juan Bradford regarding the Memorandum. Supervisor Schwartz does not personally have a problem with paying the \$5,000 out of general fund to Parks & Recreation to cut the grass on the roundabouts. The only problem Supervisor Schwartz has with the proposal is keeping the park maintenance garage and park storage garage as Parks and Recreation property in perpetuity. Supervisor Schwartz suggests the Parks and Recreation Department just use the property until the township replaces the square footage somewhere else in the township. The Parks & Recreation Department would like a written plan from the Township Board outlining their plans and timeline for the property. Supervisor Schwartz mentions not having any plans for the property other than maintaining at this point. The most the township would do is some landscaping and adding gates at either entrance to secure the property at night and weekends. This is all dependent on the Township Board's approval.

10. UNFINISHED BUSINESS

None

11. NEW BUSINESS

A. RESOLUTION 2021-6, APPROVE CONTRACT WITH OHM FOR EPA REQUIRED RISK AND RESILIENCE ASSESSMENT AND EMERGENCY RESPONSE PLAN

George Tskaoff, engineer from OHM Advisors, explained the proposal which was presented. This is a required report for all municipal agencies. For the township's water system size, the risk and resilience assessment are due by June 30th and the emergency response plan is due by the end of the year. These are compulsory reports and plans which are a requirement by the federal government.

The following resolution was moved by Trustee McGill supported by Trustee Caviston.

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

**RESOLUTION APPROVING CONTRACT WITH OHM
FOR EPA REQUIRED RISK AND RESILIENCE ASSESSMENT AND EMERGENCY
RESPONSE PLAN**

RESOLUTION NUMBER: 2021-6

DATE: FEBRUARY 16, 2021

WHEREAS, pursuant to America's Water Infrastructure Act of 2018 Superior Township is required to prepare a Risk and Resilience Assessment by June 30, 2021; and,

WHEREAS, the same statute requires Superior Township undertake and to develop an Emergency Response Plan; and,

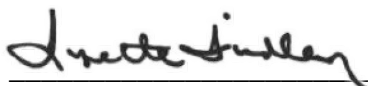
WHEREAS, Superior Township has not updated these plans since 2014; and,

WHEREAS, updating these plans with actual new data provides greater safety to the general public and to the users of Superior Township water system and satisfies Superior Township's compliance with existing state law.

NOW THEREFORE, BE IT RESOLVED that the Superior Township Board of Trustees hereby approves the proposed contract with OHM Advisors to update Superior Township's Water Reliability Study, General Plan and Emergency Response in an amount not to exceed \$18,000.00 to be funded from the Utility Departments Capital Reserves Fund.

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 Charter Township of Superior Board held on February 16, 2021 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

02/16/2021

Date Certified

The resolution passed by unanimous voice vote.

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**B. RESOLUTION 2021-7, ENTER INTO AN AUTOMATIC MUTUAL AID
AGREEMENT WITH THE WASHTENAW AREA MUTUAL AID AGREEMENT
(WAMAA)**

Fire Chief Chevrette explained it has been several years since this agreement has been rewritten to the current situations we have in the township. This document is required for insurance purposes, grants, and agreements with other townships in the area.

The following resolution was moved by Trustee Caviston supported by Trustee McGill.

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

**A RESOLUTION TO ENTER INTO AN AUTOMATIC
MUTUAL AID AGREEMENT WITH THE WASHTENAW AREA
MUTUAL AID AGREEMENT (WAMAA)**

RESOLUTION NUMBER: 2021-7

DATE: FEBRUARY 16, 2021

WHEREAS, the Superior Township has a full-time fire department, with a dedicated millage, a fire marshall and a fire chief; and,

WHEREAS, the Board finds a benefit to residents and nonresidents to enter into mutual aid agreements to enhance and support the Superior Township fire service with additional assets from adjoining communities for incidents within Superior Township; and,

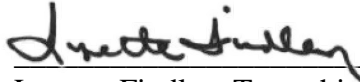
WHEREAS, the Board also finds a benefit to the greater Superior Township area by entering into mutual aid agreements to enhance and support the safety and security of the area by joining our firefighting assets with the assets from adjoining communities for incidents with other members of the.

NOW, THEREFORE, BE IT RESOLVED, that the Superior Charter Township Board of Trustees hereby approves the Washtenaw Area Automatic Mutual Aid Agreement.

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CERTIFICATION STATEMENT

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Lynette Findley, Township Clerk

02/16/2021

Date Certified

The resolution passed by unanimous voice vote.

**C. RESOLUTION 2021-8, APPROVE CONTRACT WITH OHM FOR MICHIGAN
NATURAL RESOURCES TRUST FUND GRANT**

Supervisor Schwartz explained the purpose of this is to help the township get funding to develop a path from the Dixboro House restaurant all the way to Plymouth Road and Dixboro Road up to Marshall Preserve. Supervisor Schwartz had a meeting with the Ann Arbor Township Supervisor who indicated there is bid out for the path from Matthaei Botanical Gardens all the way to Plymouth Road and Dixboro Road. Construction is expected to start this summer. George Tskaoff explained there is a resolution and public hearing which will need to take place in the March Board meeting as part of this grant application. The grant requires connectivity to a park.

The following resolution was moved by Treasurer McKinney supported by Trustee Caviston.

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

**RESOLUTION APPROVING CONTRACT WITH OHM
FOR MICHIGAN NATURAL RESOURCES TRUST
FUND GRANT**

RESOLUTION NUMBER: 2021-8

DATE: FEBRUARY 16, 2021

WHEREAS, Superior Township has the option to apply to the Michigan Natural Resources Trust Fund for a grant to fund various activities that promote recreational opportunities for residents of the state; and,

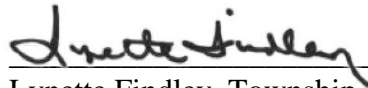
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WHEREAS, OHM has submitted a proposal to develop the grant application with the applicable technical information to establish a path from Cherry Hill Road and Plymouth-Ann Arbor roads to Dixboro and Plymouth-Ann Arbor roads.

NOW THEREFORE, BE IT RESOLVED that the Superior Township Board of Trustees hereby approves the proposed contract with OHM Advisors to prepare the MNRTF grant application in an amount not to exceed \$5,000.00 to be funded from the General Fund.

CERTIFICATION STATEMENT

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Lynette Findley, Township Clerk

02/16/2021

Date Certified

The resolution passed by unanimous voice vote.

D. RESOLUTION 2021-9, APPROVE THE CONNECTING COMMUNITIES PROJECT GRANT AGREEMENT

Supervisor Schwartz explained this is reimbursement grant for the Prospect Road path. This pathway is from the corner of Geddes Road and Prospect Road to Berkshire Drive.

The following resolution was moved by Treasurer McKinney supported by Trustee Caviston.

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

**RESOLUTION TO APPROVE THE CONNECTING
COMMUNITIES PROJECT GRANT AGREEMENT**

RESOLUTION NUMBER: 2021-9

FEBRUARY 16, 2021

WHEREAS, this Project Agreement is entered into by and between Washtenaw County Parks & Recreation Commission and Charter Township of Superior; and,

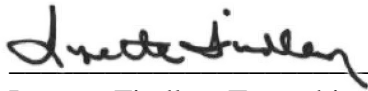
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WHEREAS, Washtenaw County Parks & Recreation Commission desires to award a grant to Superior Township in the amount of \$125,000.00 for planning and contract administration Prospect Road Pathway with contact and location information more fully described in Attachment A.

NOW THEREFORE, BE IT RESOLVED that the Superior Township Board of Trustees authorizes the Township Supervisor to execute the project grant agreement in the amount of \$125,000.00.

CERTIFICATION STATEMENT

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Lynette Findley, Township Clerk

02/16/2021

Date Certified

The resolution passed by unanimous voice vote.

E. MOTION TO APPOINT MEMBERS TO PLANNING COMMISSION, ZONING BOARD OF APPEALS, AND DIXBORO DESIGN REVIEW BOARD

The following motion was moved by Clerk Findley, supported by Trustee Lindke.

Boards and Commissions Reappointments

Planning Commission – Three Year Term

Jay Gardner Exp: 2/28/2023

Nahid Sani-Yahyai Exp: 2/28/2023

Patrick McGill Exp: 2/28/2024

Thomas Brennan III Exp: 2/28/2024

Zoning Board of Appeals – Three Year Term

Daniel Deeds Exp: 12/31/2022

Avery Heningburg Exp: 12/31/2022

Douglas Dail Exp: 12/31/2023

Sonnie Parm Exp: 12/31/2023

Lisa Lewis Exp: 11/20/2023

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Dixboro Design Review Board – Three Year Term

Tom Freeman Exp: 12/31/2022

Lance Pierce Exp: 12/31/2022

Jack Goodnoe Exp: 2/18/2023

The motion carried by unanimous voice vote.

12. BILLS for PAYMENT and RECORD of DISBURSEMENTS

Trustee Lindke, Supervisor Schwartz, and the Clerk Findley's office have looked at the past resolutions for pre-approval of bills and disbursements by the Board. The first resolution was in 1995 and the second resolution was in 2008. Trustee Lindke and Supervisor Schwartz will be working on a new resolution for pre-payment and disbursements for the March Board meeting.

It was moved by Trustee Caviston supported by Trustee McGill, to receive bills for payment and record of disbursements with the exception of the \$1,400.10 to Taz Networks.

- Trustee Lindke asked about the final payment for the schoolhouse porch in Dixboro. This payment was from township funds. Trustee Lindke asked who owns the schoolhouse. The township does not own the schoolhouse but has a 20-year lease agreement on the property.
- Trustee Lindke asked about the payment for the personnel manual. Supervisor Schwartz stated it was partial payment for what has been completed thus far.
- Trustee Lindke inquired about the payment of \$1,400 for email issues for Trustee Lewis who cannot access her email still. Supervisor Schwartz suggested excluding this payment. There was no objection to this. Trustee Lindke also brought to the Board's attention about an \$80 charge in the Fire Fund to add a printer to a computer.

The motion carried by unanimous vote.

13. PLEAS and PETITIONS

- None

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14. ADJOURNMENT

It was moved by Trustee McGill supported by Trustee Caviston, that the meeting be adjourned. The motion carried and the meeting adjourned at 7:38 p.m.

Respectfully submitted,

Lynette Findley, Clerk

Kenneth Schwartz, Supervisor