

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
NOVEMBER 15, 2021
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 7:03 p.m. on November 15, 2021, 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 Supervisor Ken Schwartz, Clerk Lynette Findley, Treasurer Brenda McKinney, Trustee Nancy Caviston, Trustee Lisa Lewis, Trustee Bernice Lindke, and Trustee Rhonda McGill.

Absent: None

4. ADOPTION OF AGENDA

It was moved by Trustee McGill supported by Trustee Lewis, to adopt the agenda with omitting **Letter B. Special Meeting with Closed Session of October 28, 2021, under Approval of Minutes.** The Board has to go into closed session to approve the minutes for a closed session.

The motion carried by unanimous voice vote.

5. APPROVAL OF MINUTES

A. REGULAR MEETING OF OCTOBER 18, 2021

It was moved by Trustee Caviston supported by Trustee Lindke, to approve the minutes of the regular Board meeting of October 18, 2021, as presented.

The motion carried by unanimous voice vote.

~~B. SPECIAL MEETING WITH CLOSED SESSION OF OCTOBER 28, 2021~~

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
NOVEMBER 15, 2021
ADOPTED MINUTES
PAGE 2**

6. CITIZEN PARTICIPATION

A. CITIZEN COMMENTS

- Dawn Baker, President of Bromley Park Community Association Board, thanked the Board for their service. She voiced her concerns about the non-motorized trail that connects all subdivisions in Superior Township but does not connect to Bromley Park and Arbor Woods. She shared some comments other residents submitted to her about having the non-motorized trail continue to Bromley Park and Arbor Woods.
- Martha Kern-Boprie, 1659 Sheffield, invited the Board and all the residents to the Parks & Recreation Commission Christmas Tree Lighting event on December 4, 2021, from 6:00pm – 7:00pm at the Township Hall. Ms. Kern-Boprie also stated her concerns about the leaves not being picked up in Oakbrook subdivision.
- Jerry Clifton, 8692 Pine Court, thanked Supervisor Schwartz for coming out to his home to review the pothole situation in his neighborhood. He also thanked him for helping the residents navigate petitioning for speed bumps on Stephens Dr.
- Chuck Wilson, 1833 Hamlet Drive, voiced his support for the distribution of the American Rescue Plan Act (ARPA) funds to the southeastern part of the Township. He explained his support for all the various infrastructure improvements in the southeastern part of the Township. He asked the Board of Trustees to strongly consider allocating the ARPA funds to the people in the Sycamore Meadows and Danbury Park Manor area.
- Jan Piert, 2172 Anns Way, thanked the Board for scheduling the working session for the ARPA funds and asked when the next working session would be. She also asked the Board if there could be a task force to discuss a community center in the Sycamore Meadows and Danbury Park Manor area.
- Commissioner Ricky Jefferson, Washtenaw County Commissioner District 6, explained that he did not receive an invitation to the working session on October 8, 2021, and he would have been there if he had received an invitation. The County has received \$35 million of the American Rescue Plan Act funds and has allocated some of that money for childcare services, broadband, child savings account, and weatherization. There is still about \$13 million that has not been allocated.
- Vicky Evans, 10817 E. Avondale Circle, stated she is an avid cyclist and would like to voice her support for the non-motorized trail to connect Bromley Park to the new library branch.
- Karen Cant, 10245 E. Avondale Circle, voiced her support for the non-motorized trail to connect Bromley Park to the new library branch because she is a mother of two young children. She would like to see Bromley Park and Arbor Woods connected to the other subdivisions in the Township.
- Nita Williams, 1594 Stephens Drive, voiced her support for the speed bumps on Stephens Drive because she has young children in her home.

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
NOVEMBER 15, 2021
ADOPTED MINUTES
PAGE 3**

- Carolyn Gregory, 1600 Stephens Dr., thanked the Board for their support with helping the residents with the petition for speed bumps on Stephens Dr. and for starting the process of getting the sidewalks fixed.
- Jerry Clifton, 8692 Pine Court, asked if the corner of Devon St. and Clark Rd. is Ypsilanti Township or Superior Township. He stated there is a pothole on that corner. Supervisor Schwartz stated he would contact the Washtenaw County Road Commission.
- Supervisor Schwartz thanked everyone for coming to support the Bromley Park/Arbor Woods plea for a non-motorized trail to connect to those subdivisions to the other subdivisions in the Township. He voiced his support and explained the process for funding for this non-motorized trail. There is a lot of preliminary work.
- Supervisor Schwartz reported that Trustee McGill and Trustee Lindke attended the Washtenaw County Road Commission meeting.
- Trustee Lindke thanked Commissioner Jefferson for attending tonight's meeting and believes there could be a lot of collaboration between the County and Township regarding the American Rescue Plan Act fund.

7. PRESENTATIONS AND PUBLIC HEARINGS

A. LIAISON REPORT ON PARKS & RECREATION COMMISSION MEETING – TRUSTEE LINDKE

- Trustee Lindke reported on the Nature Hunt Bingo at Cherry Hill Preserves event, and it will become an annual event. Twelve children signed up and have been participating in the Tennis Lessons at Community Park. She also reported on the Pumpkin Carving and Crafts event which took place at Dixboro Green.

B. ISSUANCE OF BONDS TO FINANCE A PROJECT FOR CAMPUS PARTNERS 1 HEARING

- Supervisor Schwartz explained a group from Arizona is purchasing the South Pointe Charter Academy in the Township and financing it through an issuance of bonds. This has no bearing on the Township. He read information regarding the public hearing.

It was moved by Clerk Findley, supported by Trustee McGill to open the public meeting. Supervisor Schwartz opened the public meeting at 7:41 p.m.

Supervisor Schwartz asked if there was anyone willing to speak on behalf of the issue.

The public hearing closed at 7:41 p.m.

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
NOVEMBER 15, 2021
ADOPTED MINUTES
PAGE 4**

- Trustee Lindke stated there is an interesting article in the Washington Post about this group which is purchasing charter schools around Michigan.

8. REPORTS

A. SUPERVISOR REPORT

Supervisor Schwartz reported on the following:

- The Township submitted a Department of Natural Resources grant for the path on Plymouth Road. The Township did not qualify for the grant due to an easement not being granted by a resident. He explained how the Township would go through condemning the easement.
- Hyundai will be asking the Board for an Industrial Facilities Tax (IFT) abatement and creation of an Industrial Development Exemption (IDE) for a \$52 million improvement. The tax fee will increase by 3%. The facility will be like the facility which is already there. This expansion will provide production of vehicle electrification and research production of hydrogen fuel. The Township Board has the ultimate decision. There are no zoning issues, but they do have to amend their area plan. They are going through the Planning Commission currently. The Board will execute a development agreement.
- OHM, the Township's engineering firm, is developing a proposal for sidewalk improvement in Oakbrook, Panama, Washington Square, and Harvest Lane areas to be funded with ARPA funding. They are also going to present a proposal for the engineering to replace 650 feet of asbestos cement six-inch water main on Clark Rd. with an eight-to-ten-inch ductile iron water main and for various manhole rehabilitation projects throughout the Township consistent with the Township's C.I.P.
- Juan Bradford, Parks & Recreation Administrator, will be getting some information for equipment, improvements at Fireman's Parks, and a revised estimate for a small parking lot at North Prospect Road Park.
- Mary Burton, Utility Department Administrator, will be getting a quote for an electronic marquee sign at the Utility Building at the corner of Clark Rd and Prospect Rd. for emergency messaging and information about pandemic response and preparedness.
- The Prospect Rd. path is not technically opened to the public now. There are still a few things that need to be completed for final completion.
- Fire Chief Chevrette will be asking the Board to consider hiring the former Fire Chief of Ypsilanti Township who is retiring early next year, as part-time Fire Marshall.
- The Township has received a \$150,000.00 grant to improve the crosswalk on Harris Road and MacArthur Blvd. OHM will be preparing a pedestrian crosswalk plan for this project with using the SEMCOG grant of \$35,000.00 which Clerk Findley helped the Township get.

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
NOVEMBER 15, 2021
ADOPTED MINUTES
PAGE 5**

- He met with Haley Brown, new field representative for Congresswoman Dingell for Superior Township.
- Fred Lucas sent an offer for the Rock Property purchase. Clerk Findley asked for clarification on what the Rock Property was going to be purchased for. Clerk Findley also asked if the Board is really committed to using this land for programming or summer camp for Sycamore Meadows residents. There are three hundred acres on the Rock Property. The Board will make the final decision and will make the conditions of use for the property. Trustee Lindke stated organizing the summer camp/programming at the Rock Property does not have to wait till the property is purchased. Supervisor Schwartz explained he would like the Township to preserve the land and use about twenty acres for a summer camp for children. The Board has the final decision on purchasing the land. Trustee Lindke asked what the offer was. Supervisor Schwartz explained the offer was discussed in closed session.
- Jim McIntyre, the Southeast Michigan Land Conservancy President, would like to work with the Township on getting a parking lot at the new preserve on Berry Road.
- A party would like to purchase the one-hundred and sixty acres on Cherry Hill Road to preserve it with their own money.
- There is a 1.1-acre property that is being proposed to be gifted to the Township at the corner of Clark Road and Prospect Road. The Board must accept the gift.
- The windstorm last week had caused limbs to be down in the Dixboro area. Trustee Lindke stated there was no power outages in Dixboro.
- Trustee Lewis has stepped down from the Zoning Board of Appeals (ZBA). Interested Board members wanting to serve on the ZBA should send Supervisor Schwartz an email. Clerk Findley stated Trustee Lewis stepped down due to a conflict of interest. Clerk Findley stated she did not appreciate Supervisor Schwartz blaming her for the problem. Clerk Findley explained she asked Rick Mayernik, Building and Zoning Official, for the ruling on what the law said. Clerk Findley stated she has proof that Supervisor Schwartz wanted to keep Trustee Lewis on the ZBA. Clerk Findley stated what Supervisor Schwartz sent to the Board was not true. She stated she did not want to bring this to the Board's attention because of the conflicts between Trustee Lewis, Treasurer McKinney, and Supervisor Schwartz. She went to Mr. Mayernik who then went to the Township's attorney, Victor Lillich. Clerk Findley stated she would like Supervisor Schwartz to stop creating conflict between three black women. Supervisor Schwartz explained he looked at the law, and it was clear. Clerk Findley stated Supervisor Schwartz needs to stop turning things around to fit his need. Supervisor Schwartz stated he does not know what Clerk Findley is talking about.
- Fire Department, Utilities Department, and accounting will be identifying the funds spent on employee's salaries who were recovering from COVID-19 or in quarantine. The Township should be able to recoup the pay from the ARPA funds. He will be asking the Board in January to consider premium pay for the employees through the ARPA funds for everyone who interacted with the public during COVID-19.
- He is recommending the Board to table Matthew Schuster's agenda item.

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
NOVEMBER 15, 2021
ADOPTED MINUTES
PAGE 6**

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

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

The motion carried by unanimous vote.

C. FINANCIAL REPORTS ALL FUNDS ENDING SEPTEMBER 30, 2021

It was moved by Treasurer McKinney supported by Trustee Lewis, that the Superior Township Board receive the financial reports all funds ending September 30, 2021.

The motion carried by unanimous voice vote.

Trustee Lindke asked questions about the summer tax collection. Treasurer McKinney explained she believes Trustee Lindke is looking at what the schools pays for collecting. Trustee Lindke asked if there could be a working session to discuss the budget. She also asked about the expenditures and why certain things have not yet been amended.

Trustee Lindke mentioned Washtenaw County Treasurer McClary and Treasurer McKinney emailed back and forth last week about the investment policy and uninsured funds. Supervisor Schwartz stated the County is allowed to invest in things that Townships are not allowed to. Trustee Lindke also mentioned the County has sweep accounts. Treasurer McKinney explained treasurers are getting out of sweep accounts due to the fees. Trustee Lindke commented that the auditor's report states there is a risk. Treasurer McKinney stated it did not. Trustee Lindke advised Treasurer McKinney to read the audit report which definitely stated there was a risk. Treasurer McKinney disagreed again. Trustee Lindke stated for the record she has a problem with this issue.

Treasurer McKinney stated she is doing her statutory duty and monitoring the Township funds.

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
NOVEMBER 15, 2021
ADOPTED MINUTES
PAGE 7**

9. COMMUNICATIONS

A. LAKEVIEW CONDOMINIUM ASSOCIATION AND LAKEVIEW DRIVE

It was moved by Treasurer McKinney supported by Trustee Caviston, to receive letter of commendation.

The motion carried by unanimous voice vote.

B. EMAIL FROM BRENT M. SCHLACK, ASSISTANT DIRECTOR OF ENGINEERING FOR WASHTENAW COUNTY ROAD COMMISSION

It was moved by Trustee McGill supported by Trustee Lewis, to receive letter of commendation.

The motion carried by unanimous voice vote.

C. BROMLEY PARK COMMUNICATION, NON-MOTORIZED TRAIL PETITION

It was moved by Trustee Lewis supported by Trustee McGill, to receive letter of commendation.

The motion carried by unanimous voice vote.

10. UNFINISHED BUSINESS

A. MATTHEW SCHUSTER: ISSUE OF HEALTH, SAFETY, AND WELFARE OF THE HURON RIVER NEAR 5766 AND 5728 GEDDES ROAD

Supervisor Schwartz would like the Board to table this due to not having enough information on this.

Matt Schuster explained that Rick Mayernik has determined this a private road, and it is exempt from requiring a permit. Mr. Schuster is asking the Board to require a permit for this project.

It was moved by Treasurer McKinney, supported by Clerk Findley to table this issue till the December Board of Trustee's meeting.

The motion carried by unanimous voice vote.

B. MEMO FROM CHRIS NORDSTROM, TOWNSHIP WETLAND CONSULTANT & BEN CARLISLE, TOWNSHIP PLANNER: CONSTRUCTION IMPACT INSPECTION FOR 5728 GEDDES ROAD

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
NOVEMBER 15, 2021
ADOPTED MINUTES
PAGE 8**

C. EMAIL FROM KATIE LEE, SOIL EROSION AND SEDIMENTATION CONTROL (SESC) SUPERVISOR: 5728 GEDDES ROAD, SOIL EROSION PERMIT

11. NEW BUSINESS

A. RESOLUTION 2021-52, APPROVE THE ISSUANCE OF BONDS TO FINANCE A PROJECT FOR CAMPUS PARTNERS 1

The following resolution was moved by Treasurer McKinney supported by Clerk Findley.

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

RESOLUTION TO APPROVE, IN ACCORDANCE WITH SECTION 147(f) OF THE INTERNAL REVENUE CODE OF 1986, AS AMENDED, THE ISSUANCE OF BONDS TO FINANCE A PROJECT FOR CAMPUS PARTNERS 1

RESOLUTION NUMBER: 2021-52

DATE: NOVEMBER 15, 2021

WHEREAS, Campus Partners 1 (“CP1”), a non-profit corporation organized and existing under the laws of the State of Michigan and a tax-exempt organization described in Section 501(c)(3) of the Internal Revenue Code of 1986, as amended (the “Code”), which is exempt from federal taxation under Section 501(a) of the Code, has requested The Industrial Development Authority of the County of La Paz, Arizona (the “Authority”), an Arizona nonprofit corporation designated a political subdivision of the State of Arizona, to issue its revenue bonds in one or more series pursuant to a plan of finance for the project described below within the City in an aggregate principal amount not to exceed \$16,000,000 (the “Bonds”) and to lend the proceeds thereof to CP1 and its affiliates, all single member limited liability companies and disregarded entities of CP1 (collectively, the “Borrower”) to be used to finance or reimburse all or a portion of the costs of a project (the “Project”) that consists of (1) the acquisition of and improvements to a certain public charter school facility (the “Charter School Facility”) identified below for use in its school operations at the location and in the estimated maximum principal amount listed below; (2) the funding of any required reserves; and (3) the payment of the costs of issuance of the Bonds. The Borrower will lease the Charter School Facility to qualified 501(c)(3) entities or governmental entities. The Charter School Facility will be owned by the Borrower as the initial legal owner.

**CHARTER TOWNSHIP OF SUPERIOR BOARD
 REGULAR MEETING
 NOVEMBER 15, 2021
 ADOPTED MINUTES
 PAGE 9**

<u>Charter School Facility</u>	<u>Location</u>	<u>Maximum Amount in the location</u>
South Pointe Scholars Charter Academy	10550 Geddes Road, Ypsilanti, MI 48198-9442 in the Charter Township of Superior	\$16,000,000

and;

WHEREAS, Section 147(f) of the Code requires that the applicable elected representative of the governmental unit on behalf of which bonds are issued and of each governmental unit having jurisdiction over the area in which any facilities with respect to which financing is to be provided from the net proceeds of such bonds is located, approve bonds after a public hearing in order for a private activity bond to be a qualified bond under the Code; and

WHEREAS, in accordance with Section 147(f) of the Code, a public hearing was held by this Board of Trustees on November 15, 2021, in connection with the issuance of the Bonds in the Superior Township Hall, 3040 N. Prospect, Superior Charter Township, Michigan, following posting of a notice of such hearing on the Township’s website and no one from the general public appeared, commented at such hearing; and

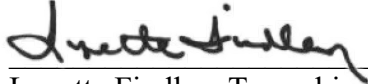
WHEREAS, the Board of Trustees of the Charter Township of Superior is the applicable elected representative of the governmental unit having jurisdiction over the area in which the Charter School Facility is located.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE CHARTER TOWNSHIP OF SUPERIOR THAT: SECTION 1. The Board of Trustees of the Charter Township of Superior pursuant to Section 147(f) of the Code, hereby approves the issuance by the Authority of the Bonds in an aggregate principal amount up to \$16,000,000 to finance the Project. The Bonds shall not be in any way a debt or liability of the Charter Township of Superior and the Charter Township Superior shall not have any obligation with respect to the payment of the principal or redemption price of or interest on the Bonds. **SECTION 2.** The foregoing approval is for the purposes of the applicable provision of the Code as aforesaid, and does not constitute approval for any permit, license or zoning required for the construction or occupancy of any facilities to be financed or refinanced as part of the Project. **SECTION 3.** All resolutions or parts of resolutions inconsistent herewith are hereby repealed.

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
NOVEMBER 15, 2021
ADOPTED MINUTES
PAGE 10**

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 November 15, 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

11-15-2021

Date Certified

Roll Call:

Ayes: Supervisor Schwartz, Trustee Lindke, Trustee McGill, Clerk Findley, Treasurer McKinney, Trustee Lewis, and Trustee Caviston

Nays: None

Absent: None

The resolution carried by unanimous vote.

B. RESOLUTION 2021-53, TO GRANT THE POSITION OF DEPUTY CLERK A RAISE

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

The resolution was untabled by unanimous voice vote.

The following resolution was moved by Trustee McGill, supported by Trustee Lindke.

Clerk Findley explained the duties below the second Whereas are duties that are above and beyond her duties.

Treasurer McKinney is making a friendly amendment to the motion to have the Deputy Treasurer and Deputy Clerk make the same amount.

Trustee McGill asked if the deputies are currently making the same amount. Treasurer McKinney stated they have always made the same amount. Trustee McGill asked for clarification on what is being asked.

Clerk Findley does not find Treasurer McKinney's motion to be friendly.

Supervisor Schwartz stated Treasurer McKinney's friendly motion does not carry and the main motion is on the table.

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
NOVEMBER 15, 2021
ADOPTED MINUTES
PAGE 11**

Trustee Lindke asked to amend the resolution to say Now Therefore, Be It Resolved and to say, “approves to raise her hourly rate \$25.80 per hour”.

Trustee Caviston asked what is stopping the Treasurer from asking for a \$3.03/per hour raise for the Deputy Treasurer next meeting.

Clerk Findley explained she always tries to be professional and does not personalize anything. She explained when she approached this matter a couple of years ago, it was clearly stated by Treasurer McKinney that her previous deputy was part-time for the Treasurer’s department and part-time for assessing.

Trustee Lewis asked for Clerk Findley to be professional and not personalize the matter. Clerk Findley stated she is not personalizing this.

Treasurer McKinney explained that the deputies have always made the same amount.

Trustee McGill stated the additional compensation is being asked because of the additional duties.

Supervisor Schwartz explained the two positions have always made the same amount. He explained everyone in the office takes on extra duties from time to time outside of their job description.

Clerk Findley stated everyone does not have the same workload.

Trustee McGill explained she is only looking at the above and beyond duties.

Trustee Caviston stated she has done the Superior Scenes newsletter for the past twenty-five years and has never taken one penny. Treasurer McKinney stated everyone does their own articles.

Supervisor Schwartz explained there are others doing scanning and not getting more money for it. He also explained his understanding of the deputies’ duties. He thinks both deputies should receive the same salary.

Trustee Lewis asked if the Clerk and Treasurer’s salaries are linked. Supervisor Schwartz explained yes, the Clerk and Treasurer make the same amount. Clerk Findley stated the salaries should not be the same because the Clerk’s office is the busiest office.

Trustee Lindke stated she was unaware that the past deputy was part-time. Treasurer McKinney stated she was helping with the Assessing department because they were short.

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
NOVEMBER 15, 2021
ADOPTED MINUTES
PAGE 12**

Supervisor Schwartz stated he is voting no because he believes the deputies should be making the same. He also stated deputies come and go and Clerk Findley is on her fourth deputy. Clerk Findley stated she is on her fourth deputy because Supervisor Schwartz sabotaged her. She stated Supervisor Schwartz encouraged her previous deputies to go to another Township. Supervisor Schwartz stated Treasurer McKinney has had probably three deputies since he has been there. He stated deputies are political appointees and are not traditional employees. Clerk Findley stated she does not agree with Supervisor Schwartz and thinks they are still supposed to follow the personnel manual. Trustee McGill also agrees that the deputies still have to follow the personnel manual. Trustee McGill stated there is never going to be a total agreement on this subject, and we need to take a vote and move on. She explained there needs to be a rhyme and reason behind the raises. Clerk Findley would like to see another resolution and motion for the deputy treasurer's raise.

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

RESOLUTION TO GRANT THE POSITION OF DEPUTY CLERK A RAISE

RESOLUTION NUMBER: 2021-53

DATE: NOVEMBER 15, 2021

WHEREAS, Sarah Collier has been Deputy Clerk since February 24, 2020, she was hired in at a rate of \$22.77 per hour or \$44,105.00 annually.

WHEREAS, the statutory duties of the Deputy Clerk are as follows:

- Check Signing
- Meeting Minutes (general law)
- Board Meeting Notices
- Publishing Minutes
- Voter Registration
- Elections
- Township Records

WHEREAS, Sarah Collier has excelled in her performance of these duties as well as others which have been assigned to her that include:

- Formatting and producing the Superior Scenes Newsletter
- Implementing and managing DocuWare (software which allows retention of documents electronically in the Clerk's Office)

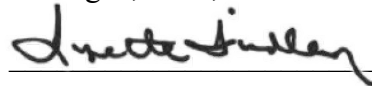
**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
NOVEMBER 15, 2021
ADOPTED MINUTES
PAGE 13**

- Training and managing Clerk's Office Administrative Assistant and temporary election staff
- Assisting with website management

NOW THEREFORE, BE IT RESOLVED the Charter Township of Superior Board of Trustees hereby approves to raise her ~~the raise to make her~~ pay to \$25.80 per hour or \$50,307.00 annually effective immediately.

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 November 15, 2021, and that public notices of said meeting were given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended.



11-15-2021

Lynette Findley, Township Clerk

Date Certified

Roll Call:

Ayes: Clerk Findley, Trustee Lindke, Trustee McGill, Treasurer McKinney, and Supervisor Schwartz

Nays: Trustee Caviston

Absent: None

Abstain: Trustee Lewis

Trustee Lewis abstained from voting due to conflict of interest. The motion to allow Trustee Lewis to abstain from voting carried by unanimous vote

The resolution carried by unanimous vote.

It was moved by Treasurer McKinney, supported by Trustee McGill to approve the same raise for the deputy treasurer.

It was discussed if this motion needed a resolution or not. Trustee Lindke and Clerk Findley explained the motion needed a resolution. Supervisor Schwartz explained the law on requiring resolutions or not. Clerk Findley stated it was showing preferential treatment to a board member by not requiring a resolution and would like to go on the record stating there should be a resolution.

Roll Call:

Ayes: Supervisor Schwartz, Treasurer McKinney, and Trustee McGill

Nays: Clerk Findley, Trustee Lindke, Trustee Caviston

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
NOVEMBER 15, 2021
ADOPTED MINUTES
PAGE 14**

Absent: None
Abstain: Trustee Lewis

Trustee Lewis abstained from voting due to conflict of interest. The motion to allow Trustee Lewis to abstain from voting carried by unanimous vote.

The motion failed.

C. RESOLUTION 2021-54, HIRING MATTHEW COURSER AS FULL-TIME ASSESSING ASSISTANT

Supervisor Schwartz explained the following resolution. Trustee McGill asked why there needs to be a resolution to hire an employee. He explained all hiring and firing except the deputies must come to the Board.

The following resolution was moved by Trustee Lewis supported by Clerk Findley.

CHARTER TOWNSHIP OF SUPERIOR

WASHTENAW COUNTY, MICHIGAN

**RESOLUTION HIRING MATTHEW COURSER AS
A FULL-TIME APPRAISER FOR THE ASSESSING DEPARTMENT**

RESOLUTION NUMBER: 2021-54

DATE: NOVEMBER 15, 2021

WHEREAS, Bill Brandon, resigned his position as appraiser for Superior township thus creating a vacancy in the assessing department and;

WHEREAS Matthew Courser has a background in finance and is available to work full time in the assessing department with the following duties; appraiser who performs appraisals on new construction and existing homes, maintains ownership records for taxation purposes, and processes personal property statements among other duties of the assessing department, and,

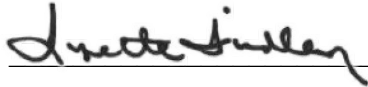
NOW THEREFORE BE IT RESOLVED that the Charter Township of Superior Board of Trustees hereby hires Matthew Course as Superior Township appraiser, as a full-time employee at the wage of \$20.00 per hour, for an annual budgeted amount of \$39,000.00.

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

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
NOVEMBER 15, 2021
ADOPTED MINUTES
PAGE 15**

adopted at a regular meeting of the Charter Township of Superior Board held on November 15, 2021, and that public notices of said meeting were given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended.



11-15-2021

Lynette Findley, Township Clerk

Date Certified

Roll Call:

Ayes: Supervisor Schwartz, Trustee Lindke, Trustee McGill, Clerk Findley, Treasurer McKinney, Trustee Lewis, and Trustee Caviston

Nays: None

Absent: None

The motion carried by unanimous vote.

**D. RESOLUTION 2021-55, APPROVE THE REPLACEMENT OF UTILITY
MAINTENANCE BUILDING ROOF**

Mary Burton explained the following resolution. Trustee McGill asked if all the bids could be included in the board packets for future meetings.

The following resolution was moved by Trustee Lewis supported by Trustee Lindke.

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

**RESOLUTION TO ACCEPT BID FOR ROOF REPLACEMENT TO UTILITY
MAINTENANCE BUILDING**

RESOLUTION NUMBER: 2021-55

DATE: NOVEMBER 15, 2021

WHEREAS, the utility maintenance building has a defective roof and needs to be replaced; and,

WHEREAS, the roof is currently leaking causing damage and creating slip hazards and in need of repair and replacement; and,

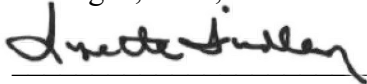
WHEREAS, the utility department received a proposal from R.D. Kleinschmidt, Inc. in the amount of \$44,495.00.

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
NOVEMBER 15, 2021
ADOPTED MINUTES
PAGE 16**

NOW THEREFORE, BE IT RESOLVED that the Charter Township of Superior Board of Trustees hereby approves R.D. Kleinschmidt of Manchester, Michigan replace the roof at the utility maintenance facility for \$44,495.00 and authorizes the Supervisor to execute any necessary documents.

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 November 15, 2021, and that public notices of said meeting were given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended.



11-15-2021

Lynette Findley, Township Clerk

Date Certified

Roll Call:

Ayes: Supervisor Schwartz, Trustee Lindke, Trustee McGill, Clerk Findley, Treasurer McKinney, Trustee Lewis, and Trustee Caviston

Nays: None

Absent: None

The motion carried by unanimous vote.

E. RESOLUTION 2021-56, APPROVE THE REPLACEMENT OF FIRE STATION NO. 2 ROOF

Supervisor Schwartz stated only one bid was received on this due to previous experience with this. Trustee Lindke asked about the bid process. Supervisor Schwartz explained if a vendor has done work for the Township before then the Township does not have to open a bid process. Trustee McGill explained she is just trying to understand why there was not a bid process for this project.

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

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
NOVEMBER 15, 2021
ADOPTED MINUTES
PAGE 17**

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

**RESOLUTION TO ACCEPT BID FOR ROOF REPLACEMENT TO FIRE STATION
TWO**

RESOLUTION NUMBER: 2021-56

DATE: NOVEMBER 15, 2021

WHEREAS, the Fire Station No. 2 located at 8795 MacArthur Blvd has multiple leaks in the roof in the apparatus room. The Fire Chief has received a quote for repair of the replacement of the whole roof.

WHEREAS, the scope of work includes:

- 1) Remove existing roof down to deck and properly dispose of.
- 2) Replace any bad roof decking.
- 3) Mechanically attach R-30 Polyiso insulation over roof decking.
- 4) Mechanically attach wood blocking at top of parapet walls as needed.
- 5) Fully adhere 60 mil EPDM membrane in bonding adhesive.
- 6) Fully adhere 60 mil EPDM membrane to all parapet walls as base flashing.
- 7) Install new EPDM details at all penetrations.
- 8) Install new sheet metal coping and other metal details.
- 9) Clean up and remove all roofing related debris.

All manufacturers published specifications to be followed.

Firestone 20 Year Warranty

Caveats

- 1) Roof deck replacement will be charged at \$5.00 per SQ.FT. as needed.
- 2) **Currently experiencing Industry wide extended lead times and material shortages. Materials for this project will be ordered upon agreement of contract. **
See supporting document.

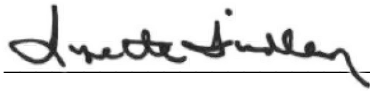
NOW THEREFORE, BE IT RESOLVED that the Charter Township of Superior Board of Trustees hereby approves Shain Roofing and Sheet Metal, Inc. to replace the roof at fire station no. 2 for the amount of \$29,750.00.00 and authorizes the Supervisor to execute any necessary documents.

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 November 15,

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
NOVEMBER 15, 2021
ADOPTED MINUTES
PAGE 18**

2021, and that public notices of said meeting were given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended.



11-15-2021

Lynette Findley, Township Clerk

Date Certified

Roll Call:

Ayes: Supervisor Schwartz, Trustee Lindke, Trustee McGill, Clerk Findley, Treasurer McKinney, Trustee Lewis, and Trustee Caviston

Nays: None

Absent: None

The motion carried by unanimous vote.

**F. RESOLUTION 2021-57, APPROVE THE OHM PROPOSAL FOR CLARK ROAD
SANITARY SEWER PUMP STATION REPLACEMENT AMENDMENT TO
CONSTRUCTION PHASE SERVICES SCOPE OF WORK**

George Tsakoff, engineer from OHM, explained the project is considerably behind schedule due to issues with soil/ground water and not working efficiently due to work force. The amendment of the scope of work (SOW) is due to the budgeting went through October and the project will not be completed until early next year.

Treasurer McKinney asked is the SOW will change due to the cost of construction materials. The SOW is for the engineering services for OHM. Treasurer McKinney explained she would like the Township to use funds to invest in our water system. There was discussion on the bid process which took place for this project.

The following resolution was moved by Trustee Lindke supported by Trustee Lewis.

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
NOVEMBER 15, 2021
ADOPTED MINUTES
PAGE 19**

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

**RESOLUTION APPROVING THE OHM PROPOSAL FOR CLARK ROAD SANITARY
SEWER PUMP STATION REPLACEMENT AMENDMENT TO CONSTRUCTION
PHASE SERVICES SCOPE OF WORK**

RESOLUTION NUMBER: 2021-57

DATE: NOVEMBER 15, 2021

WHEREAS, OHM Advisors (OHM) has provided the Township with a request amendment for additional services related to construction engineering for the replacement of the Clark Road Pump Station project and related sanitary sewer improvements. The State Revolving Fund (SRF) loan is funding the construction cost.

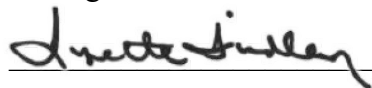
WHEREAS, substantial completion of construction is anticipated to be completed in January 2022 with final administrative completion and final turf restoration of the project areas not anticipated until spring 2022. OHM is requesting an amendment to their professional services performed during the construction phase of work as outlined.

WHEREAS, OHM is requesting a fee amendment not-to-exceed \$117,000.00 for continued contract administration and construction engineering, continued construction observation and reporting, and sub-consultant cost for SME, Inc. related to additional Geotechnical.

NOW THEREFORE, BE IT RESOLVED that the Charter Township of Superior Board of Trustees hereby approves the proposed amendment with OHM with a fee amendment not-to-exceed \$117,000.00.

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 Charter Township of Superior Board held on November 15, 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

11-15-2021

Date Certified

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
NOVEMBER 15, 2021
ADOPTED MINUTES
PAGE 20**

Roll Call:

Ayes: Supervisor Schwartz, Trustee Lindke, Trustee McGill, Clerk Findley, Treasurer McKinney, Trustee Lewis, and Trustee Caviston

Nays: None

Absent: None

The motion carried by unanimous vote.

G. RESOLUTION 2021-58, APPROVE THE PROPOSAL FROM OHM FOR PEDESTRIAN CROSSING, CIRCULATION, AND SAFETY STUDY HARRIS ROAD AND MACARTHUR BLVD. INTERSECTION AREA

The following resolution was moved by Treasurer McKinney supported by Trustee McGill with the correction on the second WHEREAS.

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

**RESOLUTION TO APPROVE THE PROPOSAL FROM OHM FOR PEDESTRIAN
CROSSING, CIRCULATION, AND SAFETY STUDY HARRIS ROAD AND
MACARTHUR BLVD. INTERSECTION AREA**

RESOLUTION NUMBER: 2021-58

DATE: NOVEMBER 15, 2021

WHEREAS, OHM Advisors has submitted a proposal related to a study phase for pedestrian circulation, crossings, and safety in the vicinity of the intersection at Harris Road and MacArthur Blvd.

WHEREAS, the limits of OHM's study are to be along North Harris Road, from MacArthur Blvd. to Ascot Drive and along MacArthur Blvd, from Stamford Road through the intersection at Harris Road (adjacent to Danbury Park Manor).

WHEREAS, the scope of services are as follows:

- Obtain and analyze five (5) years of crash data for the Study Area
- Perform a Road Safety Audit (RSA) ~~without~~ **with our** multi-discipline team which would include the following components: traffic safety, traffic operations, human factors, and field review for one day, both daylight and nighttime periods, by our project team

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
NOVEMBER 15, 2021
ADOPTED MINUTES
PAGE 21**

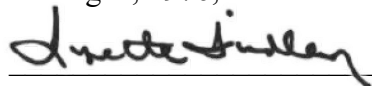
- Provide preliminary layout of pathway or sidewalk connection between proposed/improved pedestrian crossings recommended as part of our study. This would include a site walk and horizontal layout figure of recommended pathway/sidewalk connections within Washtenaw County Road Commission Right-of-Way

WHEREAS, the proposed engineering services outlined in the proposal would be performed for a total not-to-exceed fee of \$8,500.00.

NOW THEREFORE, BE IT RESOLVED that the Charter Township of Superior Board of Trustees hereby approves the pedestrian crossing, circulation, and safety study for Harris Road and MacArthur Blvd Intersection area proposal for a total not-to-exceed fee of \$8,500.00.

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 Charter Township of Superior Board held on November 15, 2021, and that public notices of said meeting were given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended.



11-15-2021

Lynette Findley, Township Clerk

Date Certified

Roll Call:

Ayes: Supervisor Schwartz, Trustee Lindke, Trustee McGill, Clerk Findley, Treasurer McKinney, Trustee Lewis, and Trustee Caviston

Nays: None

Absent: None

The motion carried by unanimous vote.

H. BROMLEY PARK/SUTTON RIDGE UTILITY ACCESS PATH FEE

I.

Supervisor Schwartz explained this motion.

The motion was moved by Trustee McGill supported by Trustee Lindke.

The motion carried by unanimous voice vote.

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
NOVEMBER 15, 2021
ADOPTED MINUTES
PAGE 22**

J. HOLIDAY SCHEDULE 2022

The motion was moved by Trustee Lewis supported by Clerk Findley.

The motion carried by voice unanimous vote.

K. MEETING SCHEDULE 2022

Trustee McGill asked if the meetings could start at 6 p.m. There was discussion around changing the time of the scheduled meetings.

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

The motion carried by unanimous voice vote.

12. BILLS for PAYMENT and RECORD of DISBURSEMENTS

It was moved by Trustee Lewis supported by Clerk Findley, to receive bills for payment and record of disbursements.

The motion carried by unanimous vote.

13. PLEAS and PETITIONS

- Kelly Goolsby asked the Board when the next working session for the ARPA funds would be. She asked the Board for help with affordable broadband in the Sycamore Meadows and Danbury Park Manor. Supervisor Schwartz explained he is in support of using the ARPA funds for the MacArthur Blvd area to a certain degree but explained that the Township is not a health and human services organization. The County has those resources available. He explained the County is responsible for public health. Trustee Lindke asked if the Board could write a letter to the County in support of using their funds on broadband subscriptions. Supervisor Schwartz asked Ms. Goolsby if she had contacted anyone at the County for support. Supervisor Schwartz explained he would not be in support of paying for broadband subscriptions and would like to put the money into parks in that area. He stated the Township cannot sustain paying for the broadband subscription.
- Ms. Goolsby asked if there could be a task force to help head up a community center. Supervisor Schwartz explained it would take a millage to fund a community center. He also explained the research the Township has done on turning the old Cheney Elementary School into a community center. Ypsilanti Community Schools would not cooperate with the Township on that project. He explained the Township does put its resources into the Sycamore Meadows and Danbury Park Manor area. He explained the different projects for a community center over the last twenty years. There have been improvements in the living conditions for both apartment complexes.

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
NOVEMBER 15, 2021
ADOPTED MINUTES
PAGE 23**

- Ms. Goolsby stated the families in these apartment complexes need groceries or a store near them. Supervisor Schwartz and Treasurer McKinney explained Growing Hope had a vegetable and fruit stand for a few summers in a row but pulled out of the area because of the lack of sales. Ms. Goolsby explained there is a significant need there for the families. Supervisor Schwartz stated the Township has tried so hard to get those people to engage with them. Clerk Findley explained the Board hears her plea. Treasurer McKinney explained Growing Hope might be able to come out next year. Supervisor Schwartz stated human services is not responsibility of the Township. Sycamore Meadows and Danbury Park Manor only totals 5% of the total population of the Township.
- Supervisor Schwartz explained the Parks & Recreation Department are working on getting some proposals together to improvements at Fireman's Park. He also explained Community Park has improved over the years also. Ms. Goolsby explained Community Park is spooky and no one sends their children there.

14. ADJOURNMENT

It was moved by Treasurer McKinney supported by Trustee Lewis, that the meeting be adjourned. The motion carried and the meeting adjourned at 9:50 p.m.

Respectfully submitted,

Lynette Findley, Clerk

Kenneth Schwartz, Supervisor