

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
JANUARY 18, 2022
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 18, 2022, 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 Lisa Lewis, Trustee Bernice Lindke, Trustee Nancy Caviston, and Trustee Rhonda McGill.

Absent: None

4. ADOPTION OF AGENDA

It was moved by Treasurer McKinney, supported by Trustee McGill, to adopt the agenda with deleting **7. a. Hyundai Industrial Development District Request Public Hearing and moving 7. b. Liaison Report on Parks & Recreation Commission Meeting – Trustee Lindke to 8. b. making Departmental Reports letter c.; addition of 9. c. Email from David Mason and Mary Weed to Clerk Findley and 11. i. Establishing a Community Center Advisory Committee**

The motion to add 11. i. was moved by Clerk Findley, supported by Trustee McGill.

The motion carried by unanimous vote.

5. APPROVAL OF MINUTES

A. SPECIAL MEETING OF DECEMBER 14, 2021

It was moved by Trustee Lewis, supported by Trustee Lindke, to approve the minutes of the special Board meeting of December 14, 2021, with changing the **word cultural on page 1 to adjoining agricultural.**

The motion carried by unanimous voice vote.

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B. WORK SESSION OF DECEMBER 20, 2021

It was moved by Trustee McGill, supported by Trustee Lindke, to approve the minutes of the work session on December 20, 2021, presented.

The motion carried by unanimous voice vote.

C. REGULAR SESSION OF DECEMBER 20, 2021

It was moved by Trustee Lindke supported by Trustee McGill, to approve the minutes of the regular Board meeting of December 20, 2021, with the addition of adding the date **2021** that was missing on the heading, adding verbiage on 8.c. **and made a point that the project went significantly over budget**, changing 10. a. ~~unanimous 4/3~~ **vote, rewording Resolution 2021-59 by taking out she and hers, adding from the Parks & Recreation Fund** at the end of Resolution 2021-71 on page 23, and changing under R. **contributing to the purchase through the Legal Defense Fund** ~~purchasing the development rights through the Legal Defense fund~~, Page 29.

Trustee Lindke asked for clarification on what can be purchased with the Legal Defense Fund. Supervisor Schwartz explained his understanding of what the Legal Defense Fund ballot language can be used for.

The motion carried by unanimous voice vote.

6. CITIZEN PARTICIPATION

A. CITIZEN COMMENTS

- Martha Kern-Boprie, 1659 Sheffield, thanked Trustee Lindke for her exceptional service to the Parks & Recreation Commission. She stated her term is four years and believes that should continue. She also mentioned that the Parks & Recreation Commission has never discussed a change in liaison.
- Greg Vessels, East Clark Road, agrees with Martha Kern-Boprie.
- Marion Morris, Chairperson of the Parks & Recreation Commission, stated she discussed the change of Parks & Recreation Commission Board liaison via phone conversation with a few of the Parks Commissioners, but did not contact Martha Kern-Boprie. She believes there should be various Board members to serve as a liaison.
- Kelly Goolsby asked if the Board meetings could be held over zoom or livestream due to some community members who cannot attend the meetings. She stated Ms. Rebecca Lewis, Stamford Road, cannot attend and does not qualify for AAATA due to

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her narcolepsy, and Ms. Deborah Moore would like to see more affordable housing for seniors in the area. She makes \$1,700 in social security and her rent is \$1,399. Ms. Goolsby stated she will not stop until there is a community center.

- Justin Harper, 1730 Washtenaw Ave, voiced his support for the community center and Ms. Kelly Goolsby.
- Lynn Bath asked how a member of the community could find out about appointing members to Boards and Commissions. Supervisor Schwartz stated Clerk Findley keeps a record of citizens interested in serving on the Township's Boards and Commissions.
- Irma Golden stated on January 16, 2021, she broke her ankle on the sidewalk on Sheffield. She asked when the Township is going to survey the sidewalks in the Township that need to be repaired. Supervisor Schwartz stated the contract for sidewalk review was approved in the December 2021 meeting. Treasurer McKinney stated the Township does sidewalk review every five years and a portion of the American Rescue Plan Act (ARPA) funds will be used to repair some of the sidewalks. Supervisor Schwartz communicated information about the poverty exemption in the sidewalk ordinance. He also stated the curbs will be fixed for safety measures.
- Tammy, Harvest Lane resident, informed the Board of the areas where there are no sidewalks in the Township, Clark to Wiard and around Stamford. Supervisor Schwartz stated this area is going to be explored to put a non-motorized pathway. He also explained where the line of Ypsilanti Township and Superior Township is.
- Lee Matthews, 1577 Sheffield, voiced his concerns about the lighting in Oakbrook subdivision being an orangish lighting. Supervisor Schwartz stated that Oakbrook subdivision has sodium lights, and the Township can look at converting those. Mr. Matthews asked when the sidewalks will be fixed. Supervisor Schwartz stated he hopes to get a report back by May on the condition of all the sidewalks and curb cuts.
- Jan Piert, Anns Way, thanked the Board for committing 100% of the ARPA funds to the MacArthur Blvd area. She asked how the Board will be collaborating with those communities on how to best invest the ARPA funds. She requested a progress report on the community center during the Board of Trustees meeting. She also asked for an update on the speedbumps on Stephens Drive. Supervisor Schwartz stated the speedbump process is overseen by the Washtenaw County Road Commission (WCRC). A petition has been filed by the property owners in the area. The WCRC will complete a speed study and analysis then they will decide. The Township would then figure out financing. Ms. Piert stated she would like to see a better process for when positions are available for different commissions and boards in the Township.
- Yvonne Penny, 8623 Pine Court, voiced her concern about a pothole when you turn off Stephens Drive onto Pine Court. Supervisor Schwartz stated he put in an order with the WCRC, and it was patched but it needs to be reevaluated and refilled. He stated he would investigate this.
- Trische Duckworth voiced her excitement that the Board committed 100% of the ARPA funds into the MacArthur Blvd area. She stated she was disturbed by the news

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article stating Supervisor Schwartz wanted to revisit the decision which he stated was made hastily. She stated the decision was not made hastily and the ARPA dollars were intended to go to a low-income black community. She stated Supervisor Schwartz has been ignoring that community long enough. Ms. Duckworth also asked the Board that youth be added to the agenda item which Trustee Lindke put on the agenda tonight.

- Gail Summerhill, with Ypsi Can I Share, stated this Board room will be filled from now on. She addressed the public and stated the Township officials work for the public. Supervisor Schwartz asked Ms. Summerhill to address the Board. She stated who was the priority of the ARPA funds. She stated masks are available to all. Ms. Summerhill also stated in Washtenaw County that people of color were last to receive testing kits. She read a statement from the Biden Administration.

- Marion Morris, Chairperson of the Parks & Recreation Commission, stated the Parks & Recreation Commission meetings are the fourth Monday of every month and there are rarely any citizens attending. Jan Piert asked why we should come. Chairperson Morris stated the amount of influence from citizens would help in improving the parks and the parks' programming.

- Dana Greene, 1191 Stamford Rd, stated his wife and he moved into the neighborhood a year ago and would like to see the community center continue to move forward and have a transparent process.

- Jan Piert, Anns Way, stated she is very disheartened to learn there were basketball courts where the new tennis courts were placed. Supervisor Schwartz stated there used to be portable basketball hoops. There used to be basketball courts in Harvest Moon Park but due to COVID-19, they were removed. Juan Bradford, Parks & Recreation Administrator, stated the Washtenaw County Sheriff's Department used to do "Balling on the Boulevard" program on the tennis courts with portable basketball hoops. He stated they are looking into a new location for this community outreach program if they reinstate this program. It was canceled due to COVID-19. There have been new hoops and boards purchased for Harvest Lane Park which will be installed this winter. Ms. Piert asked if this would be a good reason to go to a Parks & Recreation Commission meeting to give input on how to improve the parks and adding basketball courts. Supervisor Schwartz stated "yes".

- Yvonne Penny, 8623 Pine Court, asked about the mosquito problem near Harvest Lane. Supervisor Schwartz explained Harvest Lane is a giant wetland and stated a permit has to be issued to treat the water.

7. PRESENTATIONS AND PUBLIC HEARINGS

~~A. Hyundai Industrial Development District Request Public Hearing~~

B. Liaison Report on Parks & Recreation Commission Meeting – Trustee Lindke

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- She addressed her appointment to the Parks & Recreation Commission and was originally told it was a four-year appointment. She stated she does not see any other time where an appointment was changed. She stated she was asked why she supported the resolution for 100% of the ARPA funds to go to the qualified census tract in the Township. She finds it concerning as to why she is being asked to step down from her Parks & Recreation appointment.
- Clerk Findley stated based on what Trustee Lindke is saying that she feels like she is going through PTSD when she comes to the Township office. She stated her goal is to do what is necessary for the community. She stated in her first term she only had one Board member who supported her, but now there are other Board members, who are new, who are seeing what is really going on here. On December 24, 2021, there is an email from someone who is extremely interested in getting this community center up. Clerk Findley stated she responded to that email with the truth and when she came back to the office she was attacked. She stated she does not come into the office all day because the environment is very toxic based on her speaking up and telling the truth. Clerk Findley stated she chose not to respond to the email because she did not want to disturb everyone's holiday. She stated she does not come in at 8:30 A.M. because of her mental health, and she comes in part-time. On January 3, 2022, around 11 A.M., Clerk Findley received a call from Juan Bradford's supervisor. Clerk Findley explained his supervisor stated, "I heard you had a concern about Mr. Bradford." Before the holidays, Clerk Findley stated things were fine. Based on the December 24th email, Mr. Bradford's supervisor and Mr. Bradford attacked her via email. Clerk Findley stated she talked to Mr. Bradford's supervisor, and his supervisor stated "well you are very vocal at Board meetings and are the most disrespectful person I have ever heard; but when someone does it back to you, you cannot handle it. You need to keep a lid on your mouth." Clerk Findley stated she tries to tell the truth. She stated this is all about her support for the community center and the black community. Clerk Findley explained the item letter "h". that the appointments of boards and commissions for the Township for Board of Trustees are only changed if someone on the Board leaves during their four years. Clerk Findley stated she will not stop doing what she needs to do. Supervisor Schwartz stated the Board of Trustees do yearly appointments. Clerk Findley disagreed and stated they are done every four years after an election. Supervisor Schwartz stated we will have to investigate this.
- Marion Morris, Chairperson of the Parks & Recreation Commission, stated she highly recommends that Clerk Findley share the emails between Juan Bradford and her. Ms. Morris stated Clerk Findley had no right to go after him the way she did. Ms. Morris stated Clerk Findley was attacking him. Clerk Findley stated she has the email and is more than willing to read it. Supervisor Schwartz stated this will have to be done by email. Ms. Morris stated she asked for a change in her

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Board liaison because Trustee Lindke came to her disrespecting Supervisor Schwartz.

8. REPORTS

A. SUPERVISOR REPORT

Supervisor Schwartz reported on the following:

- The successes of the Board of Trustees in 2021 including denying the Salem sewer project successfully through the courts, design and fund the Clark Road Sewer Pump Station project through Environment, Great Lakes, and Energy (EGLE), pushed back on the Eyde company who wanted to rezone 649 acres, Prospect Road pathway has been completed, Harris Road Library agreement, Harris Road widening project funded through the Township, and the purchase of the Rock Property.
- He met with an architect at Cheney Elementary School to evaluate the building for structural integrity and to determine what if anything could be done and the estimable cost. The previous Board in 2015 tried to make Cheney Elementary School a community center and tried to purchase the school. Ypsilanti Community Schools did not want to sell.
- Clark Road Pump Station will begin testing with the Utilities Department this week and begin operating. The station was placed on the Highland Preserve. The parking lot has been expanded. The County will begin planning on putting in some paths there once the pump station is completed.
- Rick Mayernik, Building and Zoning Administrator, will be retiring May 6th. The Township will be looking for a new building inspector, and Laura Bennet will be proposed to become the Planning and Zoning Administrator in February or March. The building inspector will need to be able to handle structural, mechanical, and plumbing inspections. Supervisor Schwartz stated Rick Mayernik could never be replaced and is a phenomenal worker.
- Snow Liao, candidate for the Board of Review, decided to pull out as a candidate.
- A temporary part-time fire Marshall, Dan Kimble from Ypsilanti Township, will be coming to the Board in March to help Fire Chief Chevrette with fire inspections.
- Clerk Findley stated it would have been great to have the 100% of the ARPA funds being allocated to the qualified census tract as one of the Board's successes. Supervisor Schwartz stated he had it written on his notes, but he had a lot to report on already.
- Trustee Lindke stated in 2018 the Supervisor reported Cheney was being offered to the Township for free. Supervisor Schwartz stated he probably stated he wanted it for free.

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**B. DEPARTMENT REPORTS: BUILDING DEPARTMENT, FIRE DEPARTMENT,
ORDINANCE OFFICER REPORT (NO UPDATED REPORT), PARKS
COMMISSION MINUTES, SHERIFF'S REPORT**

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

The motion carried by unanimous vote.

9. COMMUNICATIONS

A. THANK YOU NOTE FROM RESIDENT TO FIRE DEPARTMENT

**B. LETTER FROM MARION MORRIS, CHAIRPERSON OF THE PARKS &
RECREATION COMMISSION**

C. EMAIL FROM DAVID MASON AND MARY WEED TO CLERK FINDLEY

- Clerk Findley read the email to the Board.

It was moved by Trustee Lindke supported by Clerk Findley, to receive all letters of communication.

The motion carried by unanimous vote.

10. UNFINISHED BUSINESS

A. ORDINANCE NO. 174-23, SECOND READING

Supervisor Schwartz explained the reasoning for amending Ordinance No. 174-23.

The following Ordinance was moved by Treasurer McKinney, supported by Clerk Findley

**CHARTER TOWNSHIP OF SUPERIOR WASHTENAW COUNTY, MICHIGAN
ORDINANCE NO. 174-23**

First Reading: December 15, 2021

Second Reading: January 18, 2022

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Hyundai Area Technical Center, Inc. – Area Plan Amendment

The Board of Superior Charter Township of Washtenaw County, Michigan, hereby ordains that Ordinance Number 174, being the Superior Charter Township Zoning Ordinance, adopted August 4, 2008, and effective August 14, 2008, as amended, be amended as follows:

Section I

Superior Charter Township Ordinance Number 174, designated Superior Charter Township Zoning Ordinance, adopted August 4, 2008 and effective August 14, 2008, as amended, is hereby amended by amending the Area Plan for Hyundai Area Technical Center, Inc. dated January 27, 2012 to the Area Plan dated November 29, 2021.

Parcel I (J-10-32-100-32)

ASSR REQ QCD L4621 P837 06/08/04 SU 32-1A PCL "I" COM AT NE COR OF SEC 32, TH S 87-03-35 W 60.00 FT TO A POB, TH S 02-12-36 E 2118.18 FT, TH S 87-03-35 W 1140.10 FT, TH N 02-12-36 W 2118.18 FT, TH N 87-03-35 E 1140.10 FT TO THE POB. PT OF NE 1/4 SEC 32, T2S-R7E. 55.44 AC. SPLIT ON 06/09/2004 FROM J -10-32-100-001;

Parcel II (J-10-32-100-007)

OWNER REQUEST SU 32-1B-1A PCL " II-A " COM AT NE COR OF SEC 32, TH S 02-12-36 E 2178.18 FT TO A POB, TH CONT S 02-12-36 E 369.59 FT, TH S 87-33-10 W 1803.00 FT, TH S 02-12-36 E 108.00 FT, TH S 87-33-10 W 504.33 FT, TH N 02-00-37 W 2636.05 FT, TH N 87-03-35 E 1098.21 FT, TH S 02-12-36 E 2178.18 FT, TH N 87-03-35 E 1200.10 FT TO THE POB. PT OF NE 1/4 SEC 32, T2S-R7E. 75.40 AC. SPLIT ON 03/06/2007 FROM J -10-32-100-005, J -10-32-100-006;

Section II

The Area Plan of Hyundai Area Technical Center, Inc. dated November 29, 2021 shall constitute the Approved Area Plan.

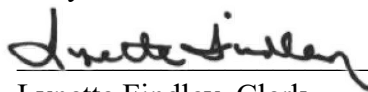
Section III

This Ordinance shall be published by posting in the Office of the Clerk, 3040 N. Prospect Road, Ypsilanti, MI 48198, and on the Township website – www.superiortownship.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 on the eighth day following said publication or such later date as is provided by law. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

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CERTIFICATION

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 Charter Township of Superior Board of Trustees for first reading at a regular meeting held on December 20, 2021, and for a final reading on January 18, 2022. This Ordinance shall become effective on the eighth day following publication of second and final reading, or such later date as may be provided herein or by law.



Lynette Findley, Clerk

01/18/2022

Date Certified

Roll Call:

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

Nays: None

Absent: None

Ordinance No. 174-23 carried by unanimous vote.

11. NEW BUSINESS

A. RESOLUTION 2022-1, APPROVE ANIMAL CONTROL CONTRACT WITH WASHTENAW COUNTY

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

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

**A RESOLUTION TO APPROVE AN ANIMAL CONTROL CONTRACT WITH
WASHTENAW COUNTY**

RESOLUTION NUMBER: 2022-1

DATE: JANUARY 18, 2022

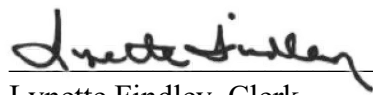
WHEREAS, the Charter Township of Superior Board of Trustees is authorized by statute to enter a contract with Washtenaw County for animal control expenses.

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NOW, THEREFORE, BE IT RESOLVED, that the Charter Township of Superior Board of Trustees does hereby approve the animal control contract with the County of Washtenaw as presented in an amount not to exceed \$10,000.00 and authorizes the Supervisor to execute the same on behalf of the Township.

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 January 18, 2022, and that public notices of said meeting were given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended.



Lynette Findley, Clerk

01/18/2022

Date Certified

Roll Call:

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

Nays: None

Absent: None

The resolution passed by unanimous vote.

B. 2022-2, ESTABLISH AN INDUSTRIAL DEVELOPMENT DISTRICT

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

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

**A RESOLUTION TO ESTABLISH AN INDUSTRIAL
DEVELOPMENT DISTRICT FOR THE HYUNDAI
AREA TECHNICAL CENTER INCORPORATED**

RESOLUTION NUMBER: 2022-2

DATE: JANUARY 18, 2022

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WHEREAS, pursuant to PA 198 of 1974, as amended, the Charter Township of Superior, Washtenaw County has the authority to establish "Industrial Development Districts" within Superior Township; and

WHEREAS, Hyundai Area Technical Center Incorporated (HATCI) has petitioned this Board of Trustees to establish an Industrial Development District on its property located in Superior Township hereinafter described as; and

WHEREAS, construction, acquisition, alteration, or installation of a proposed facility has not commenced at the time of filing the request to establish this district; and

WHEREAS, written notice has been given by mail to all owners of real property located within the district, and to the public by newspaper advertisement in MLIVE Ann Arbor News edition and public posting of the hearing on the establishment of the proposed district; and

WHEREAS, on January 18, 2022, a public hearing was held at which all owners of real property within the proposed Industrial Development District and all residents and taxpayers of Superior Township were afforded an opportunity to be heard thereon; and

WHEREAS, the Superior Township Board of Trustees deems it to be in the public interest of the Superior Township to establish the Industrial Development District as proposed; and

NOW, THEREFORE, BE IT RESOLVED by the Charter Township of Superior Board of Trustees that the following described parcel of land situated in Superior Township, Washtenaw, State of Michigan, to wit:

Parcel I (J-10-32-100-~~32~~ 003)

ASSR REQ QCD L4621 P837 06/08/04 SU 32-1A PCL "I" COM AT NE COR OF SEC 32, TH S 87-03-35 W 60.00 FT TO A POB, TH S 02-12-36 E 2118.18 FT, TH S 87-03-35 W 1140.10 FT, TH N 02-12-36 W 2118.18 FT, TH N 87-03-35 E 1140.10 FT TO THE POB. PT OF NE 1/4 SEC 32, T2S-R7E. 55.44 AC. SPLIT ON 06/09/2004 FROM J -10-32-100-001;

Parcel II (J-10-32-100-007)

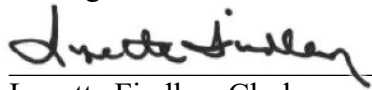
OWNER REQUEST SU 32-1B-1A PCL " II-A " COM AT NE COR OF SEC 32, TH S 02-12-36 E 2178.18 FT TO A POB, TH CONT S 02-12-36 E 369.59 FT, TH S 87-33-10 W 1803.00 FT, TH S 02-12-36 E 108.00 FT, TH S 87-33-10 W 504.33 FT, TH N 02-00-37 W 2636.05 FT, TH N 87-03-35 E 1098.21 FT, TH S 02-12-36 E 2178.18 FT, TH N 87-03-35 E 1200.10 FT TO THE POB. PT OF NE 1/4 SEC 32, T2S-R7E. 75.40 AC. SPLIT ON 03/06/2007 FROM J -10-32-100-

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005, J -10-32-100-006;

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 January 18, 2022, and that public notices of said meeting were given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended.



Lynette Findley, Clerk

01/18/2022

Date Certified

Roll Call:

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

Nays: None

Absent: None

The resolution passed by unanimous vote.

C. RESOLUTION 2022-3, APPROVE 2022 POVERTY EXEMPTION GUIDELINES FOR THE TAX BOARD OF REVIEW

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

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

**RESOLUTION APPROVING 2022 POVERTY EXEMPTION
GUIDELINES FOR THE BOARD OF REVIEW**

RESOLUTION NUMBER: 2022-3

DATE: JANUARY 18, 2022

WHEREAS the adoption of guidelines for poverty exemptions is required of the Township Board; and

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WHEREAS, the principal residence of persons, who the 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;

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 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.
- 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.
- 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, Michigan Department of Treasury form 5737 (01-21) 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 2022 Assessments

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Annual Allowable Income for 2022 Assessments

Number of Persons Residing Federal Poverty Guideline Superior Township
in the Principal Residence Annual allowable income Annual allowable income

1 Person	\$12,880	\$22,500
2 Persons	\$17,420	\$27,100
3 Persons	\$21,960	\$31,700
4 Persons	\$26,500	\$36,300
5 Persons	\$31,040	\$40,900
6 Persons	\$35,580	\$45,500
7 Persons	\$40,120	\$50,100
8 Persons	\$44,660	\$54,700
For each additional person	\$4,540 per each additional person	\$4,600

Asset Test

The applicant is required to provide a list of assets for all persons residing in the residence. Expenses and extenuating financial circumstances that are temporarily beyond the control of the applicant will be considered. Based upon the assets and income listed on a poverty exemption application, the Board of Review may grant the applicant 100%, 50% or 25% reduction in taxable value. An applicant could meet the income guidelines but not the asset guidelines.

The total assets for all persons residing in the residence excluding the homestead shall not exceed \$20,000.

Assets include but are not limited to:

- A second home, land, vehicles
- Recreational vehicles such as campers, motorhomes, boats, and ATV's
- Buildings other than the residence
- Equipment, other personal property of value
- All Bank accounts, stocks
- Money received from the sale of property, such as, stocks, bonds, or a house or car (unless a person is in the specific business of selling such property)
- Withdrawals of bank deposits and borrowed money
- Gifts, loans, lump-sum inheritances, and one-time insurance payments
- Food or housing received in lieu of wages

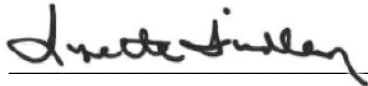
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- Federal non-cash benefits programs such as Medicare, Medicaid, food stamps and school lunches

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Board of Review shall follow the above stated policy and federal guidelines in granting or denying an exemption. Based upon the assets and income listed on a poverty exemption application, the Board of Review may grant the applicant 100%, 50% or 25% reduction in taxable value.

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 January 18, 2022, and that public notices of said meeting were given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended.



Lynette Findley, Clerk

01/18/2022

Date Certified

The resolution carried by unanimous voice vote.

D. RESOLUTION 2022-4 APPROVE THE PURCHASE OF DOCUWARE EXPANSION SOFTWARE FOR TREASURER'S OFFICE

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

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

**RESOLUTION TO APPROVE THE PURCHASE OF DOCUWARE EXPANSION
SOFTWARE FOR TREASURER'S OFFICE**

RESOLUTION NUMBER: 2022-4

DATE: JANUARY 18, 2022

WHEREAS, the Township is required to retain certain records and documents in accordance with the state of Michigan record retention schedules.

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WHEREAS, digital document management software assists staff in locating files faster, reduces storage space costs and improves information security, and

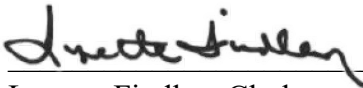
WHEREAS, managing township records has dramatically increased the volume of paper documents being stored onsite, as well as the replication of documents, and

WHEREAS, the Treasurer's Office is requesting to purchase the licensing fees for \$2,046.00, professional set-up (2 days anticipated) for \$1,600.00/per day, and annual fees for \$414.00.

NOW, THEREFORE, BE IT RESOLVED that the Charter Township of Superior Board of Trustees authorizes the purchase of the DocuWare Expansion Software for Treasurer's Office and allows the Treasurer's Office to execute the contract.

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 January 18, 2022, and that public notices of said meeting were given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended.



Lynette Findley, Clerk

01/18/2022

Date Certified

The resolution carried by unanimous vote.

E. RESOLUTION 2022-5, APPOINT A MEMBER TO THE CHARTER TOWNSHIP OF SUPERIOR BOARD OF REVIEW FOR 2022

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

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

**RESOLUTION APPOINTING A MEMBER TO THE CHARTER TOWNSHIP OF
SUPERIOR BOARD OF REVIEW FOR 2022**

RESOLUTION NUMBER: 2022-5

**CHARTER TOWNSHIP OF SUPERIOR BOARD
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DATE: JANUARY 18, 2022

WHEREAS, the Charter Township of Superior conducts annual Boards of Review in March, July and December to hear property assessment appeals and to correct error and omissions on the tax roll; and,

WHEREAS, the Board appointed the Board of Review members for 2021 and 2022 calendar years on December 21, 2020; and,

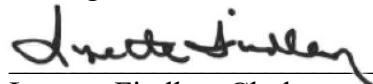
WHEREAS, Kay Williams has decided to step down from her position on the Board of Review.

WHEREAS, Township resident, Irma Golden has shown interest in volunteering on the Board of Review.

NOW THEREFORE, BE IT RESOLVED, that Irma Golden be appointed to the Charter Township of Superior Board of Review for the calendar year 2022.

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 January 18, 2022, and that public notices of said meeting were given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended.



Lynette Findley, Clerk

01/18/2022

Date Certified

The resolution carried by unanimous vote.

F. RESOLUTION 2022-6, PURCHASE THE LAND COMMONLY KNOWN AS THE ROCK PROPERTIES

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

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

**RESOLUTION TO PURCHASE THE LAND COMMONLY KNOWN AS
THE ROCK PROPERTIES**

**CHARTER TOWNSHIP OF SUPERIOR BOARD
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RESOLUTION NUMBER: 2022-6

DATE: JANUARY 18, 2022

WHEREAS, on December 14, 2021, the Board of Trustees authorized the sales agreement to purchase 301 acres known as the Rock Superior LLC property in sections 20, 29 and 30 pursuant to Resolution 2021-79; and,

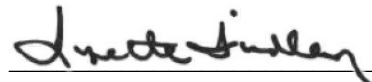
WHEREAS, the resolution did not specify the fund to pay the down payment and term until after there was clarification whether the legal defense fund could be used; and,

WHEREAS, it was determined that the legal defense fund could be used for the purchase but that a conservation easement could not be perfected until the deed for all the parcels transferred, and that it is in the best interest of the legal defense fund to not fund any of the acquisition until such time as the township receives the deeds and protects the property for resident use and enjoyment.

NOW THEREFORE BE IT RESOLVED, that funding for the down payment and term of the Rock Superior LLC and the Superior Township land contract shall be from general fund 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 Charter Township of Superior Board held on January 18, 2022, and that public notices of said meeting were given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended.



Lynette Findley, Clerk

01/18/2022

Date Certified

Roll Call:

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

Nays: None

Absent: None

The resolution passed by unanimous vote.

**CHARTER TOWNSHIP OF SUPERIOR BOARD
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G. MOTION TO REAPPOINT MEMBERS TO THE DIXBORO DESIGN REVIEW BOARD

The motion was moved by Trustee McGill, supported by Clerk Findley.

The motion passed by unanimous voice vote.

H. MOTION TO APPOINT ALL BOARDS AND COMMISSIONS

Clerk Findley stated the appointment are four-year appointments. Trustee Caviston would like to withdraw from the Parks & Recreation Commission due to having enough on her plate. Trustee Lindke will continue to be the liaison for the Parks & Recreation Commission. Supervisor Schwartz stated there is an opening on the Washtenaw Administration Transportation Study (WATS), but no one was interested in it. Supervisor Schwartz will continue to serve on WATS.

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

The motion passed by unanimous voice vote.

I. ESTABLISHING A COMMUNITY CENTER ADVISORY COMMITTEE

Trustee Lindke made motion to propose the creation of a Community Center Advisory Committee to complete the following charge:

- Provide guidance regarding facility needs and design
- Explore existing facilities of similar function, size or scope
- Participate in stakeholder meetings and solicit feedback from residents
- Serve as a resource to staff in the review and development of the new Community Center

The committee membership should be comprised of Superior Charter Township residents, other interested stakeholders, township trustees, and the Director of Parks and Recreation. It should provide progress reports back to the Board of Trustees at decided upon intervals.

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

Supervisor Schwartz stated the particulars for the advisory committee can be figured out during next month's meeting.

The motion passed by unanimous voice vote.

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12. BILLS for PAYMENT and RECORD of DISBURSEMENTS

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

Trustee Lindke questioned the payment of \$45 to Snow Liao. Supervisor Schwartz stated she attended the December Board of Review meeting. She also asked about the payment of \$300,000.00 to the County on the Prospect Road Pathway project. Supervisor Schwartz stated the County Parks received a \$125,000.00 grant which will be reimbursed. He stated this is handled through Clerk Findley's office.

The motion carried by unanimous voice vote.

13. PLEAS and PETITIONS

None

14. CLOSED SESSION

A. APPROVAL OF MINUTES

i. October 28, 2021, Special Meeting with Closed Session

The motion was moved by Trustee Lewis, supported by Clerk Findley to proceed into closed session to review the minutes of the October 28, 2021, Special Meeting with Closed Session.

The motion passed by unanimous voice vote.

At 9:05pm the Board of Trustees went back into open session.

15. ADJOURNMENT

It was moved by Treasurer McKinney supported by Trustee Caviston, that the meeting be adjourned. The motion carried and the meeting adjourned at 9:06 p.m.

Respectfully submitted,

Lynette Findley, Clerk

Kenneth Schwartz, Supervisor