

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
DECEMBER 18, 2023
APPROVED 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 7:02 p.m. on December 18, 2023, at the Superior Charter Township Hall, 3040 North Prospect, Superior Charter 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 Lisa Lewis, Trustee Nancy Caviston, Trustee Bernice Lindke, Trustee Rhonda McGill, and Trustee Bill Secrest.

Absent: None

4. CITIZEN PARTICIPATION

A. CITIZEN COMMENTS

- Dana Harris, Glenhill Dr., requested support as he is running for Trustee in 2024.
- Brenda Baker, Ashton Ct., said she is here to answer any questions on the Committee to Promote Superior Township (C2PST). She questioned why there was no background information for “Motion to *PAUSE* Consideration of Selling or Donating a Conservation Easement on the Land Referred to as the “Rock Property”. She also voiced her disagreement with the Township Holiday schedule.
- Jan Piert, Annsway Dr., said there should be more conversations before moving forward with the conservation easement.
- Crystal Lyte, Crab Apple Dr., said “Motion to *PAUSE* Consideration of Selling or Donating a Conservation Easement on the Land Referred to as the “Rock Property” should be revised/tabled and there was no resolution passed regarding the “Rock Property” so Washtenaw County can not move forward with it.
- Ramona Parker-Muhammad, Stamford Rd., raised concerns about the wire transfer fraud raised at the November 20, 2023, meeting.
- Sarah Devereaux, Hickman Rd, spoke against “Motion to *PAUSE* Consideration of Selling or Donating a Conservation Easement on the Land Referred to as the “Rock Property”.
- Jack Smiley, Cherry Hill Rd., spoke against “Motion to *PAUSE* Consideration of Selling or Donating a Conservation Easement on the Land Referred to as the “Rock Property”.
- Rachel, Zoom, asked for past audited financials to be put on the website.
- TC Collins, Director of Clayhill Community Farm and Garden, said an easement is not the answer for new black farmers.

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
DECEMBER 18, 2023
APPROVED MINUTES
PAGE 2**

5. ADOPTION OF AGENDA

It was moved by Treasurer Lewis supported by Trustee McGill, to adopt the agenda with the following amendments:

1. Remove Resolution 2023-91 pending new bids.
2. Add discuss letter from employee as new business item *W*.
3. Add discuss email from Clerk as new business item *X*.

The motion carried by unanimous vote.

6. PRESENTATIONS AND PUBLIC HEARINGS

None.

7. CLOSED SESSION

A. November 20, 2023, Closed Session Minutes

It was moved by Trustee Secrest supported by Trustee McGill to go into closed session to approve the November 20, 2023, Closed Session minutes.

Roll Call:

Ayes: Trustee Caviston
Clerk Findley
Treasurer Lewis
Trustee Lindke
Trustee McGill
Trustee Secrest
Supervisor Schwartz

Nays: None

Absent: None

The motion carried by unanimous vote.

At 7:35 p.m. the Board of Trustees convened into Closed Session.

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
DECEMBER 18, 2023
APPROVED MINUTES
PAGE 3**

At 7:46 p.m. the Board of Trustees reconvened into Open Session.

It was moved by Trustee McGill supported by Trustee Lindke to approve the November 20, 2023, Closed Session minutes.

Roll Call:

Ayes: Trustee Caviston
Clerk Findley
Treasurer Lewis
Trustee Lindke
Trustee McGill
Trustee Secrest
Supervisor Schwartz

Nays: None

Absent: None

The motion carried by unanimous vote.

8. CONSENT AGENDA

- Trustee Lindke requested to remove the following items from the Consent Agenda:
 1. Supervisor's Report
 2. Community Center Advisory Committee Update
 3. Utility Department's Report
 4. Bills for Payment and Record of Disbursements

A. APPROVAL OF MINUTES

a. NOVEMBER 20, 2023, REGULAR MEETING

B. REPORTS

- ~~SUPERVISOR REPORT~~
- LIAISON REPORT ON PARKS & RECREATION COMMISSION MEETING
- COMMUNITY CENTER ADVISORY COMMITTEE
- DEPARTMENT REPORTS: BUILDING DEPARTMENT, FIRE DEPARTMENT, ORDINANCE OFFICER REPORT, PARKS COMMISSION MINUTES, SHERIFF'S

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
DECEMBER 18, 2023
APPROVED MINUTES
PAGE 4**

**REPORT, PLANNING AND ZONING REPORT, UTILITY DEPARTMENT'S
REPORT, ASSESSING REPORT**

- **CONTROLLERS REPORT**
- **MONTHLY FINANCIAL REPORTS, OCTOBER & NOVEMBER**

C. COMMUNICATIONS

1. Email from Jack Smiley
2. Emails from Resident Steph
3. Environmental Site Assessment Phase II
4. Memo from Ken Palka, Township Auditor
5. Committee to Promote Superior Township (C2PST)
6. Email from Linda Kraft

(All letters and documents given at the table are attached to the end of these minutes)

~~D. BILLS for PAYMENT and RECORD of DISBURSEMENTS~~

9. ITEMS REMOVED FROM THE CONSENT AGENDA

A. Supervisor's Report

- Trustee Lindke asked for the Supervisor to expound on item number one, "Sale of Tangible Property."
- Supervisor Schwartz explained the information in his report.
- Trustee Lindke asked for an update on Stephens Dr. speed bumps.
- Supervisor Schwartz said that the Washtenaw County Road Commission will give a presentation at the January 15, 2024, regular meeting to discuss this matter. Additionally, the Tanglewood results have been made available.
- Trustee Lindke asked for an update on sidewalks.
- Supervisor Schwartz said construction and inspections are done and now the Township is sending invoices.
- Trustee Lindke asked about the \$70,000.00 increase to the Ypsilanti District Library account line.
- Supervisor Schwartz clarified that was the Harris Rd. widening project and that will ultimately be paid for by the library. He added that Crystal Lyte, Washtenaw County Commissioner, went to Greg Dill, Washtenaw County Administrator, and requested funds and Mr. Dill agreed to \$40,000.00. Supervisor Schwartz added that there has not been official documentation reflecting this as of yet.
- Commissioner Lyte said the \$40,000.00 will be directed to the library.
- Supervisor Schwartz said that he will ask the County Administrator, Greg Dill, to direct the \$40,000.00 to the Township and we would credit the library because they owe the Township.

B. COMMUNITY CENTER ADVISORY COMMITTEE UPDATE

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
DECEMBER 18, 2023
APPROVED MINUTES
PAGE 5**

- Trustee Lindke congratulated the Clerk on her leading this effort and gave the floor to Clerk Findley to share exciting news.
- Clerk Findley shared that the Ypsilanti Community Schools (YCS) has voted to authorize the Superintendent to negotiate and approve a purchasing agreement with Washtenaw County for the Cheney Elementary School and adjoining properties. This agreement is a large step forward in the realization of the Eastside Washtenaw County Community Center

C. UTILITY DEPARTMENT'S REPORT

- Trustee Lindke highlighted and celebrated the completion of the pump stations by Stante Inc.

D. BILLS for PAYMENT and RECORD of DISBURSEMENTS

- Trustee Lindke questioned the \$1400.00 to Jason's Tree Service and asked how many years the firemen were decorating the tree at Township Hall because she believes that it is good community service.
- Supervisor Schwartz explained that the Fire Department did it in the past but this year the Parks and Recreation Director sought out bids to complete this work.
- Trustee Lindke asked if the Fire Department does community service.
- Vic Chevrette, Fire Chief, responded that they do community service and listed some of the following:
 - Install smoke detectors.
 - Car seat inspection.
 - Car seat installation.
- Mr. Chevrette added that when they have decorated the tree, in the past, they have to put up a million-dollar fire truck, which if they get a call then they have to take it down which takes about five minutes to retract the ladder and get it back in service. He said the union did not want to do it and the tree service can really do a better job with their specialized equipment.
- The Board continued discussions on other items in Bills for Payment and Record of Disbursements.

10. UNFINISHED BUSINESS

A. SUPERVISOR RETURN LAPTOP

- Supervisor Schwartz said he has returned the laptop. He added that under the statute the Supervisor is responsible for all of the personal property of the Township.
- Clerk Findley interjected that she does not understand that explanation and added that there is another laptop that is missing from the Township that really needs to be returned.
- Supervisor Schwartz asked for the name of the person and said he would contact them.
- Clerk Findley answered that it was the previous Township Treasurer.

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
DECEMBER 18, 2023
APPROVED MINUTES
PAGE 6**

- Supervisor Schwartz said there should be a written policy about this and added that Washtenaw County allowed for the person to purchase the laptop at the end of their tenure.

B. REDESIGNATE FUNDS FROM GEDDES RD. PATHWAY

- Supervisor Schwartz said after all of the information was evaluated that it is, in fact, Hyundai's money. He said that he will attempt to contact them to see if they would donate some of the money for a good cause.
- Supervisor Schwartz said he spoke with the bond counsel, the controller, and the auditor all looked at it, and in 2008, Hyundai prepaid bills that were otherwise the Township's responsibility.
- Trustee Lindke alleges that she remembers that there was some correspondence from Hyundai reflecting that they were giving the Township the money.
- Supervisor Schwartz disagreed and said he would work with the Treasurer and Hyundai to see if they can utilize some of that money.

C. STEPHENS DRIVE SPEED BUMPS

- Supervisor Schwartz said he sent a letter to the Washtenaw County Road Commission, and they will be at the January 15, 2024, meeting to give a presentation but he can arrange for them to come immediately prior to the meeting if anyone is interested in talking to them.
- Trustee Lindke said there were some road signs in the disbursements, that she didn't know anything about.
- Supervisor Schwartz replied that all he knew was that some signs were knocked down, replaced, and charged to us.
- Trustee Caviston said if they were knocked down by an automobile then it should be paid out by the insurance.
- Supervisor Schwartz said there was not a police report but that he is unsure why it is the Township's responsibility to pay for it.

11. NEW BUSINESS

A. RESOLUTION 2023-79, AFFIRM SALARY OF THE TRUSTEES

The following resolution was moved by Trustee Lindke supported by Treasurer Lewis amending the total, for each trustee, to be \$10,000.00 per year.

- Trustee Lindke said she provided the Board with a comparative schedule for Officials and Trustees salaries for Township's around us.
- Trustee Lindke recommended that the Board increase the stipend for the Trustees to match Scio Township at \$10,000.00 per trustee for the year.

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
DECEMBER 18, 2023
APPROVED MINUTES
PAGE 7**

- Trustee Lindke added that this will attract people to run for trustee and be a part of the shared governance. She said there is no reason that the Trustees should not be recognized for the work that they do and paid accordingly.

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

**RESOLUTION TO AFFIRM THE SALARY OF THE CHARTER TOWNSHIP OF
SUPERIOR TRUSTEES FOR THE 2024 BUDGET**

RESOLUTION NUMBER: 2023-79

DATE: DECEMBER 18, 2023

WHEREAS, the Charter Township of Superior Board of Trustees approved the 2024 budgets for all funds on October 16, 2023; and

WHEREAS, the Board of Trustees specifically designated the compensation for the full-time elected officials and the Board of Trustees; and

WHEREAS, the Township auditors have requested that the compensation for the full-time elected officials and the Board of Trustees be approved by the Board of Trustees by resolution; and

WHEREAS, the residents of Township continue to receive service that reflects positively on the employees, officials, and trustees of the Township.

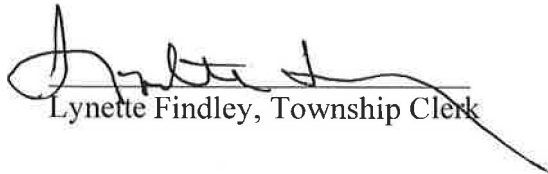
NOW THEREFORE, BE IT RESOLVED, that compensation for the Charter Township of Superior Board of Trustees shall be *\$10,000.00* annually.

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

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
DECEMBER 18, 2023
APPROVED MINUTES
PAGE 8**

Superior Board held on December 18, 2023 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

12/18/2023
Date Certified

Roll Call:

Ayes: Clerk Findley
Trustee Caviston
Treasurer Lewis
Trustee Lindke
Trustee Secrest
Trustee McGill
Supervisor Schwartz

Nays: None

Absent: None

The resolution carried by unanimous vote.

B. RESOLUTION 2023-80, AFFIRM SALARY OF THE CLERK

The following resolution was moved by Trustee Lindke and supported by Clerk Findley, amending the salary to \$99,403.00.

- Trustee Caviston said this should be done based on average.
- Trustee Lindke disagreed and said the Clerk remains responsible for all statutory duties regardless of size.
- Trustee McGill said that she wants it to be front of mind that Clerk's and Treasurer's salary is typically the same.
- Trustee McGill questioned where the 4% increase figure comes from.
- Supervisor Schwartz said the increase is commensurate with the amount that is given to the non-union office workers.
- Trustee Lindke called the question.

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

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
DECEMBER 18, 2023
APPROVED MINUTES
PAGE 9**

**RESOLUTION TO AFFIRM THE 2024 SALARY OF
CHARTER TOWNSHIP OF SUPERIOR CLERK**

RESOLUTION NUMBER: 2023-80

DATE: DECEMBER 18, 2023

WHEREAS, the Charter Township of Superior Board of Trustees approved the 2024 budgets for all funds on October 16, 2023, and

WHEREAS, the Board of Trustees specifically designated the compensation for the full-time elected officials and the Board of Trustees, and

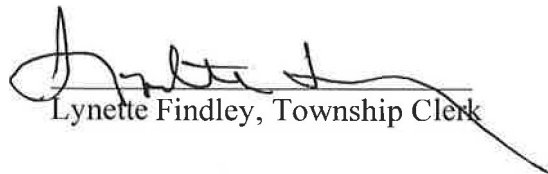
WHEREAS, the Township auditors have requested that the compensation for the full-time elected officials and the Board of Trustees be approved by the Board of Trustees by resolution, and

WHEREAS, the residents of Township continue to receive service that reflects positively on the employees, officials and trustees of the Township.

NOW THEREFORE BE IT RESOLVED that compensation for the Clerk be \$99,403.00 which is thirteen percent (13.09%) higher in 2023 than her compensation of \$87,192.56 in 2023 as listed in the 2024 budget adopted by the Charter Township of Superior Board of Trustees.

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 December 18, 2023 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

12/18/2023
Date Certified

Roll Call:

Ayes: Trustee Lindke

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
DECEMBER 18, 2023
APPROVED MINUTES
PAGE 10**

Trustee Caviston
Clerk Findley
Trustee Secrest
Treasurer Lewis
Trustee McGill

Nays: Supervisor Schwartz

Absent: None

The resolution carried by majority vote.

C. RESOLUTION 2023-81, AFFIRM SALARY OF THE TREASURER

The following resolution was moved by Clerk Findley and supported by Trustee McGill.

- Trustee McGill said again that Clerks and Treasurers typically make the same amount.

It was moved by Trustee McGill and supported by Trustee Secrest to amend the Treasurer's salary to \$99,403.00.

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

**RESOLUTION TO AFFIRM THE 2024 SALARY OF
THE CHARTER TOWNSHIP OF SUPERIOR TREASURER**

RESOLUTION NUMBER: 2023-81

DATE: DECEMBER 18, 2023

WHEREAS, the Charter Township of Superior Board of Trustees approved the 2024 budgets for all funds on October 16, 2023, and

WHEREAS, the Board of Trustees specifically designated the compensation for the full-time elected officials and the Board of Trustees; and

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
DECEMBER 18, 2023
APPROVED MINUTES
PAGE 11**

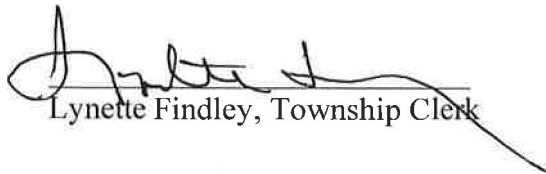
WHEREAS, the Township auditors have requested that the compensation for the full-time elected officials and the Board of Trustees be approved by the Board of Trustees by resolution; and

WHEREAS, the residents of the Township continue to receive service that reflects positively on the employees, officials, and Trustees of the Township.

NOW THEREFORE, BE IT RESOLVED, that compensation for the Treasurer be \$99,403.00 which is *thirteen percent (13.09%)* higher in 2024 than her compensation of \$87,192.47 in 2023 as listed in the 2024 budget adopted by the Charter Township of Superior Board of Trustees.

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 December 18, 2023 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

12/18/2023
Date Certified

Roll Call:

Ayes: Clerk Findley
Trustee Caviston
Treasurer Lewis
Trustee Lindke
Trustee McGill
Trustee Secrest

Nays: Supervisor Schwartz

Absent: None

The motion to amend carried by majority vote.

Township Attorney Fred Lucas explained that now the Board must vote on the amended resolution.

Roll Call:

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
DECEMBER 18, 2023
APPROVED MINUTES
PAGE 12**

Ayes: Clerk Findley
Trustee Caviston
Treasurer Lewis
Trustee Lindke
Trustee McGill
Trustee Secrest

Nays: Supervisor Schwartz

Absent: None

The amended resolution carried by majority vote.

D. RESOLUTION 2023-82, AFFIRM SALARY OF THE SUPERVISOR

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

- Trustee Lindke said that if she could reduce it to \$90,000.00, she would but she cannot.
- Attorney Lucas and Supervisor Schwartz assured Trustee Lindke that an elected official's salary cannot be reduced during their term.
- Clerk Findley agreed that his salary cannot be reduced.
- Supervisor Schwartz said he feels that he does not need a raise so he will be voting "no".

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

**RESOLUTION TO AFFIRM THE 2024 SALARY OF THE CHARTER TOWNSHIP OF
SUPERIOR SUPERVISOR**

RESOLUTION NUMBER: 2023-82

DATE: DECEMBER 18, 2023

WHEREAS, the Charter Township of Superior Board of Trustees approved the 2023 budgets for all funds on October 16, 2023; and,

WHEREAS, the Board of Trustees specifically designated the compensation for the full-time elected officials and the Board of Trustees; and,

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
DECEMBER 18, 2023
APPROVED MINUTES
PAGE 13**

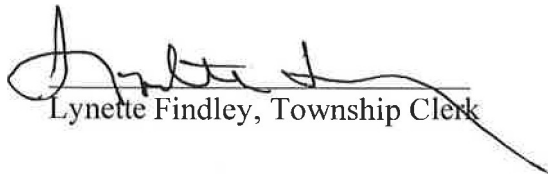
WHEREAS, the Township auditors have requested that the compensation for the full-time elected officials and the Board of Trustees be approved by the Board of Trustees by resolution; and,

WHEREAS, the residents of the Township continue to receive service that reflects positively on the employees, officials, and trustees of the Township.

NOW THEREFORE, BE IT RESOLVED, that compensation for the Supervisor to be \$100,365.72 which is four percent (4%) higher in 2024 than his compensation of \$96,505.50 in 2023 as listed in the 2024 budget adopted by the Charter Township of Superior Board of Trustees.

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 December 18, 2023 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

12/18/2023
Date Certified

Roll Call:

Ayes: Trustee Caviston
Supervisor Schwartz
Treasurer Lewis
Trustee McGill
Trustee Secrest

Nays: Clerk Findley
Trustee Lindke

Absent: None

The resolution carried by majority vote.

E. RESOLUTION 2023-83, AFFIRM THE 2024 SALARIES OF THE NON-UNION EMPLOYEES

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
DECEMBER 18, 2023
APPROVED MINUTES
PAGE 14**

The following Resolution was moved by Treasurer Lewis and supported by Trustee Lindke.

- Trustee McGill said she has been trying to wrap her head around this for years. She said she would like for there to be merit based raises based on performance. She said the challenge is that there are high-performing employees and low-performing employees, and everyone is getting the same pay increase. She concluded that there should be performance evaluations either annually or biannually to incentivize the high-performing employees.
- Clerk Findley agreed and believed this is more reason to authorize a compensation committee and hiring a part-time personnel director.

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

**RESOLUTION AFFIRMING THE SALARIES OF ALL NON-UNION EMPLOYEES OF
THE CHARTER TOWNSHIP OF SUPERIOR FOR THE 2024 BUDGET**

RESOLUTION NUMBER: 2023-83

DATE: DECEMBER 18, 2023

WHEREAS, the Superior Charter Township Board of Trustees approved the 2024 budgets for all funds on October 16, 2023; and,

WHEREAS, the Board of Trustees did not specifically designate the compensation for the full-time and part-time Township employees and,

WHEREAS, the Township auditors have requested that the compensation for the employees be approved by the Board of Trustees by resolution; and,

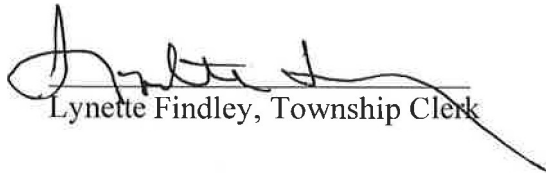
WHEREAS, the residents of Superior Township continue to receive service that reflects positively on the employees, officials, and trustees of the Township.

NOW THEREFORE BE IT RESOLVED, that compensation for all full-time and part-time non-union employees be four percent (4%) higher in 2024 than their compensation in 2023 except as otherwise set by the 2024 budget.

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
DECEMBER 18, 2023
APPROVED MINUTES
PAGE 15**

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 December 18, 2023 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

12/18/2023
Date Certified

Roll Call:

Ayes: Trustee Caviston
Clerk Findley
Treasurer Lewis
Trustee Lindke
Trustee Secrest
Supervisor Schwartz

Nays: Trustee McGill

Absent: None

The resolution carried by majority vote.

F. RESOLUTION 2023-84, APPROVE THE ADMINISTRATIVE STAFF TO PURCHASE MEDICAL, DENTAL, AND VISION INSURANCE FOR EMPLOYEES OF THE TOWNSHIP

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

- Supervisor Schwartz explained the resolution.

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

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
DECEMBER 18, 2023
APPROVED MINUTES
PAGE 16**

**RESOLUTION TO APPROVE THE ADMINISTRATIVE STAFF OF THE
CHARTER TOWNSHIP OF SUPERIOR TO PURCHASE MEDICAL, DENTAL
AND VISION INSURANCE FOR EMPLOYEES OF THE TOWNSHIP**

RESOLUTION NUMBER: 2023-84

DATE: DECEMBER 18, 2023

WHEREAS, the Charter Township of Superior provides health care insurance plan benefits to all full-time Township employees; and

WHEREAS, the Township's current health care insurance plan expires on December 31, 2023; and

WHEREAS, Township officials and staff have received and reviewed quotes for various health care providers through its agent Brown and Brown; and

WHEREAS, pursuant to its authority, Charter Township of Superior has elected to renew the Simply Blue HSA PPO Gold \$1,600.00 health care plan, the Delta Dental Premier dental insurance plan and the VSP vision plan for 2024 with a total health care premium cost to the township of approximately \$462,233.88 with an effective term of January 1, 2024, through December 31, 2024: and

WHEREAS, Charter Township of Superior will continue to offer its fulltime employees the option to opt out of health insurance in consideration of a payment to the employee of 40% of the costs of providing health care insurance resulting in a cost of \$73,174.03.

WHEREAS, Charter Township of Superior will offer its employees a wellness bonus in 2024 in the following amounts which is the employee's responsibility to utilize as desired to ensure maximum personal health in the amount of \$162,000.00 divided as follows:

<u>Non-union</u>		<u>Union</u>	
Single	\$3,000.00	Single	\$3,000.00
Family	\$6,000.00	Family	\$6,000.00

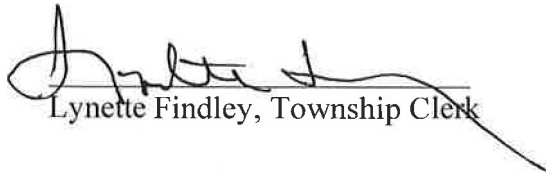
WHEREAS, the total costs to Charter Township of Superior to provide medical, dental and vision insurance, plus opt outs and wellness is \$697,407.91.

NOW, THEREFORE BE IT RESOLVED, that the Charter Township of Superior Supervisor, Clerk or Treasurer are authorized to execute any documents necessary to provide the described health care benefits and corollary opt out and wellness incentive payment.

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
DECEMBER 18, 2023
APPROVED MINUTES
PAGE 17**

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 December 18, 2023 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

12/18/2023
Date Certified

Roll Call:

Ayes: Trustee Lindke
Treasurer Lewis
Clerk Findley
Trustee Caviston
Trustee McGill
Trustee Secrest
Supervisor Schwartz

Nays: None.

Absent: None.

The resolution carried by unanimous vote.

**G. RESOLUTION 2023-85, APPROVE TO SET RATE OF EMPLOYER
CONTRIBUTION TO THE MERS HEALTH CARE SAVINGS PROGRAM FOR
NON-UNION AND UNION EMPLOYEES**

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

- Supervisor Schwartz explained the resolution.

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

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
DECEMBER 18, 2023
APPROVED MINUTES
PAGE 18**

**APPROVAL TO SET THE RATE OF EMPLOYER
CONTRIBUTION TO THE MERS HEALTH CARE SAVINGS
PROGRAM FOR NON-UNION AND UNION EMPLOYEES**

RESOLUTION NUMBER: 2023-85

DECEMBER 18, 2023

WHEREAS, on March 21, 2005, the Charter Township of Superior Board of Trustees adopted a resolution to participate in the MERS Health Care Savings Program for the benefit of the non-union and union employees of the Township; and

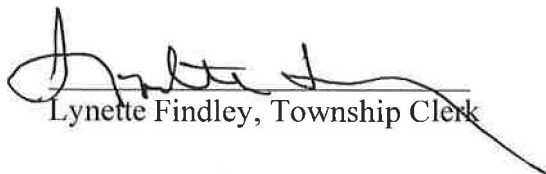
WHEREAS, the Township contribution to each employee was set at one hundred (\$100.00) dollars per month, and this amount has been raised several times since then; and

WHEREAS, the Township Board has given this matter due consideration through the budgeting process;

NOW, THEREFORE, BE IT RESOLVED that the Charter Township of Superior Board does hereby establish the monthly contribution for Health Care Savings Plan for union employees in the amount of \$425.00 per month in 2024; and does hereby establish the monthly contribution for non-union employees in the amount of \$300.00 per month in 2024.

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 December 18, 2023 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

12/18/2023
Date Certified

Roll Call:

Ayes: Clerk Findley
Trustee Caviston
Treasurer Lewis
Trustee Lindke
Trustee McGill
Trustee Secrest

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
DECEMBER 18, 2023
APPROVED MINUTES
PAGE 19**

Supervisor Schwartz

Nays: None.

Absent: None.

The resolution carried by unanimous vote.

H. RESOLUTION 2023-86, HEALTH CARE SAVINGS PROGRAM FOR INDIVIDUAL EMPLOYEES

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

- Supervisor Schwartz explained the resolution.
- Trustee Caviston for clarification on unions.
- Representatives from the fire department explained.

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

**A RESOLUTION TO AMEND THE HEALTH CARE SAVINGS PLAN
PARTICIPATION AGREEMENTS WITH INDIVIDUAL EMPLOYEES**

RESOLUTION NUMBER: 2023-86

DATE: DECEMBER 18, 2023

WHEREAS, Superior Charter Township employees hired prior to November 1, 2011, are permitted to request the Superior Township Board to amend their MERS Health Care Savings Plan Participation Agreement (HCSP) once per calendar year; and

WHEREAS, employees hired after November 1, 2011, are a separate and distinct group for purposes of their MERS Health Care Savings Plan Participation Agreement (HCSP), and are divided into non-union and union groups, and each group must vote as a separate group to amend their contribution by majority vote; and,

WHEREAS, said non-union decided in November 2023 not to amend the amount withheld and continue to contribute at the rate of 3% and the union group decided to amend their amount and contribute at a rate of 3% and,

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
DECEMBER 18, 2023
APPROVED MINUTES
PAGE 20**

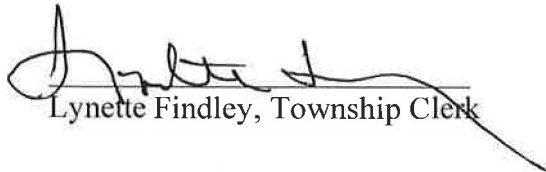
WHEREAS, employees hired prior to November 1, 2011, have decided not to amend any of their amounts they contribute to their HCSP for fiscal 2024 heretofore.

NAME		New Rate
Allen, Daniel	Non-Union Health Option #2	3%
French, Jeffrey	Fire Union Health Option #2	2%
Bach, Shaun	Fire Union Health Option #1	2%

NOW, THEREFORE, BE IT RESOLVED, that any full-time employee, upon termination or separation from Superior Charter Township, may elect roll over any amount of cash owed to the employee into their individual MERS Health Care Savings Plan by virtue of any unpaid regular pay, unpaid overtime pay, unpaid education pay, unpaid longevity pay, unpaid vacation pay, unpaid sick time pay, and unpaid personal time pay.

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 December 18, 2023 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

12/18/2023
Date Certified

Roll Call:

- Ayes: Trustee Caviston
- Clerk Findley
- Treasurer Lewis
- Trustee Lindke
- Trustee McGill
- Trustee Secrest
- Supervisor Schwartz

Nays: None.

Absent: None.

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
DECEMBER 18, 2023
APPROVED MINUTES
PAGE 21**

The resolution carried by unanimous vote.

I. RESOLUTION 2023-87, OPT-OUT MEDICAL PA 152-2024

The following resolution was moved by Treasurer Lewis supported by Truste McGill.

- Supervisor Schwartz explained the resolution.

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

**RESOLUTION TO ADOPT THE ANNUAL EXEMPTION OPTION AS SET FORTH
IN THE 2011 PUBLIC ACT 152, THE PUBLICLY FUNDED HEALTH INSURANCE
CONTRIBUTION ACT**

RESOLUTION NUMBER: 2023-87

DATE: DECEMBER 18, 2023

WHEREAS, Public Act 152 of 2011 contains three options for complying with the requirements of the Act:

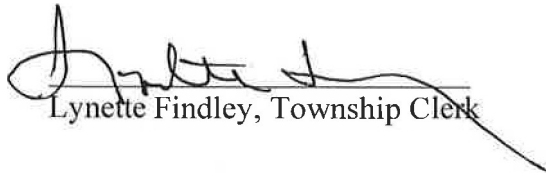
1. Section 3 – Hard Caps Option- limits a public employer’s total health care costs for employees based on coverage in the Act.
2. Section 4 – 80%/20% Option – limits a public employers share of total annual health care costs to not more than 80%.
3. Section 8- Exemption Option – a local unit of government as defined in the Act, may exempt itself from the requirements of the Act by an annual 2/3 vote of the governing body.

WHEREAS, the Charter Township of Superior Board of Trustees has decided to adopt the annual exemption option, section 8 of the Act, as its choice of compliance under the Act.

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
DECEMBER 18, 2023
APPROVED MINUTES
PAGE 22**

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 December 18, 2023 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

12/18/2023
Date Certified

Roll Call:

Ayes: Treasurer Lewis
Clerk Findley
Trustee Caviston
Trustee Lindke
Trustee McGill
Trustee Secrest
Supervisor Schwartz

Nays: None.

Absent: None.

The resolution carried by unanimous vote.

J. RESOLUTION 2023-88, APPROVE INCENTIVES FOR CERTIFICATIONS AND LICENSURE ASSESSING

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

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

RESOLUTION TO APPROVE ASSESSING LICENSE INCENTIVE

RESOLUTION NUMBER: 2023-88

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
DECEMBER 18, 2023
APPROVED MINUTES
PAGE 23**

DATE: DECEMBER 18, 2023

WHEREAS, the State of Michigan mandates continuing education requirements for assessing officers and technicians, including Michigan Certified Assessing Officers (MCAO), Michigan Advanced Assessing Officers (MAAO), and Michigan Master Assessing Officers (MMAO);

WHEREAS, Superior Township Assessing Department staff are required to maintain their certifications and complete specific continuing education hours as mandated by the State Tax Commission (STC);

WHEREAS, it is beneficial to provide an annual incentive to Superior Charter Township Assessing Department staff for maintaining and advancing their professional certifications;

WHEREAS, the Superior Charter Township Board of Trustees recognizes the value of professional development and wishes to incentivize staff for their dedication to maintaining high standards in the field of property assessment;

WHEREAS, it is recommended that the Superior Charter Township Board of Trustees grant an annual incentive to Assessing Department staff, to be given on the anniversary date of hire, based on the following percentage scale:

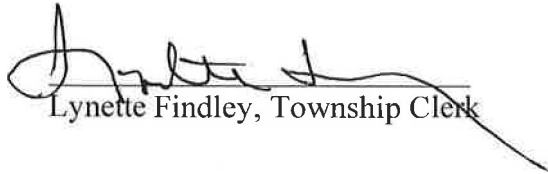
- Michigan Master Assessing Officer (MMAO) certification: 3% of annual base pay.
- Michigan Advanced Assessing Officer (MAAO) certification: 2% of annual base pay.
- Michigan Certified Assessing Officer (MCAO) certification: 1% of annual base pay.
- Michigan Certified Assessing Technician (MCAT) certification: 0.5% of annual base pay.

NOW, THEREFORE, IT BE RESOLVED that the Charter Township of Superior Board of Trustees hereby approves an Assessing Department certification incentive for staff members who meet and maintain the specified certification criteria as set forth by the State of Michigan.

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 December 18, 2023 and that public notices of said meeting were given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended.

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
DECEMBER 18, 2023
APPROVED MINUTES
PAGE 24**


Lynette Findley, Township Clerk

12/18/2023
Date Certified

Roll Call:

Ayes: Treasurer Lewis
Trustee Caviston
Clerk Findley
Trustee Lindke
Trustee McGill
Trustee Secrest
Supervisor Schwartz

Nays: None.

Absent: None.

The resolution carried by unanimous vote.

**K. RESOLUTION 2023-89, APPROVE INCENTIVES FOR CERTIFICATIONS AND
LICENSURE UTILITIES**

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

- The Board clarified and agreed that the incentive is only given to the highest certifications/license of an individual.

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

RESOLUTION TO APPROVE WATER OPERATOR'S LICENSE INCENTIVE

RESOLUTION NUMBER: 2023-89

DATE: DECEMBER 18, 2023

WHEREAS, the State of Michigan requires Water Distribution System Operators to hold a S4, S3, S2, or S1 license based on the population served for a city or township.

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
DECEMBER 18, 2023
APPROVED MINUTES
PAGE 25**

WHEREAS, Superior Township water operators must hold at minimum an S4 operator's license and are required to complete education classes annually to keep up to date.

WHEREAS, an incentive should be given annually to Superior Township water operators for maintaining an S4 license or higher.

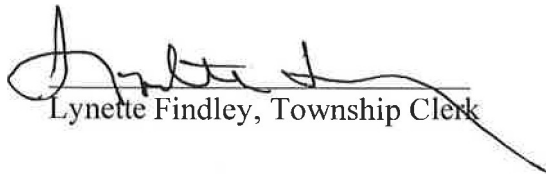
WHEREAS, it is recommended that Superior Township Board of Trustees grant an annual incentive to be given on the anniversary date of hire for water operators. It should be given in the form of one payment and be based on the following percentage scale:

- S-1 license receive 3% of annual base pay.
- S-2 license receive 2% of annual base pay.
- S-3 licenses receive 1% of annual base pay.
- S-4 licenses receive .5% of annual base pay.

NOW, THEREFORE, IT BE RESOLVED that the Charter Township of Superior Board of Trustees hereby approves a water operator's license incentive for Utility Department employees.

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 December 18, 2023 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

12/18/2023
Date Certified

Roll Call:

Ayes: Clerk Findley
Trustee Caviston
Treasurer Lewis
Trustee Lindke
Trustee McGill
Trustee Secrest
Supervisor Schwartz

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
DECEMBER 18, 2023
APPROVED MINUTES
PAGE 26**

Nays: None.

Absent: None.

The resolution carried by unanimous vote.

**L. RESOLUTION 2023-90, APPROVE INTERLOCAL AGREEMENT FOR
WASHTENAW AREA MUTUAL AID COUNCIL**

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

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

**RESOLUTION TO APPROVE THE WASHTENAW AREA MUTUAL AID COUNCIL
INTERLOCAL AGREEMENT**

RESOLUTION NUMBER: 2023-90

DATE: DECEMBER 18, 2023

WHEREAS, the Charter Township of Superior along with various other governmental entities including Charter Townships, Cities, Villages, and Fire Departments within and near Washtenaw County have come together to form the Washtenaw Area Mutual Aid Council (WAMAC); and

WHEREAS, the purpose of WAMAC is to establish a collaborative framework for mutual aid, primarily focusing on fire and rescue services, technical rescue teams, swift water rescue teams, and other specialized county fire rescue teams within Washtenaw County and Southeastern Michigan; and

WHEREAS, the WAMAC Interlocal Agreement outlines the structure, powers, responsibilities, and funding mechanisms for the Council, aiming to enhance emergency response capabilities through joint ownership and operation of equipment, standardization of policies, and shared training initiatives; and

WHEREAS, the Charter Township of Superior recognizes the importance of mutual aid in improving emergency services and ensuring the safety and well-being of its residents and those in the surrounding communities;

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
DECEMBER 18, 2023
APPROVED MINUTES
PAGE 27**

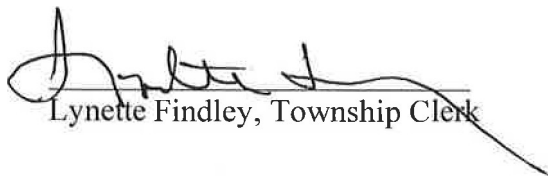
WHEREAS, this Interlocal Agreement is for the governmental units which are Parties hereto to join together to establish the Washtenaw Area Mutual Aid Council for the purposes set forth herein pursuant to and under the authority of the Urban Cooperation Act of 1967, Act 7 of the Public Acts of 1967, as amended; the Intergovernmental Contracts Between Municipal Corporations Act, Act 35 of the Public Acts of 1951, as amended, and the Joint Public Buildings Act, Act 150 of the Public Acts of 1923, as amended; and

WHEREAS, the agreement includes the following partners; the Charter Township of Ann Arbor, the Charter Township of Augusta, the Charter Township of Green Oak, the Charter Township of Pittsfield, the Charter Township of Superior, the Charter Township of Van Buren, the Charter Township of Ypsilanti, the Chelsea Area Fire Authority, the City of Ann Arbor, the City of Belleville, the City of South Lyon, the City of Ypsilanti, the Village of Clinton, the Dexter Area Fire Department, Clinton Township (Lenawee County), Hamburg Township, Manchester Township, Milan Area Fire Department, Northfield Township, Salem Township, Saline Area Fire Department, Scio Township, and Sumpter Township.

NOW, THEREFORE, BE IT RESOLVED that the Charter Township of Superior hereby approves the Washtenaw Area Mutual Aid Council Interlocal Agreement as presented and agrees to become a party to the Agreement, committing to its terms and conditions.

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 December 18, 2023 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

12/18/2023
Date Certified

Roll Call:

Ayes: Clerk Findley
Trustee Caviston
Treasurer Lewis
Trustee McGill
Trustee Secrest
Supervisor Schwartz
Trustee Lindke

Nays: None.

Absent: None.

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
DECEMBER 18, 2023
APPROVED MINUTES
PAGE 28**

The resolution carried by unanimous vote.

M. RESOLUTION 2023-91, APPROVE BID FROM KOVALAK EXCAVATING AND SEPTIC TANK SERVICES INC.

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

~~RESOLUTION TO APPROVE BID FROM KOVALAK EXCAVATING AND SEPTIC TANK SERVICES INC. FOR SEPTIC TANK SERVICES AT DIXBORO UNITED METHODIST CHURCH~~

~~RESOLUTION NUMBER: 2023-91~~

~~DATE: DECEMBER 18, 2023~~

~~**WHEREAS**, the Charter Township of Superior requires installation and maintenance services for a septic system, including plumbing from existing pipes, installation of a 1,500-gallon reinforced concrete septic tank with access risers, a sewage effluent filter, and related plumbing work; and~~

~~**WHEREAS**, the scope of work includes excavating a 600 sqft septic field to a depth not exceeding 4 feet, backfilling with sand and onsite soils, installing the septic field, and conducting necessary inspections; and~~

~~**WHEREAS**, the project may require additional work such as undermining or replacing a portion of the sidewalk, and raking and seeding the affected area, with the understanding that raking and seeding may be deferred to spring depending on ground and weather conditions;~~

~~**WHEREAS**, the total cost for these services is quoted at \$16,875.00, with a required signed contract and a deposit of \$4,000.00 before work begins, and the balance to be paid in full upon completion of covering.~~

~~**NOW, THEREFORE, BE IT RESOLVED** that the Charter Township of Superior Board of Trustees hereby approves the payment of \$16,875.00 for the septic system services as detailed in the provided quote.~~

~~**BE IT FURTHER RESOLVED** that the Charter Township of Superior agrees to the terms of the contract, including the deposit of \$4,000.00 and the full payment upon completion of the work, ensuring all work is completed to the satisfaction of the township and in accordance with all applicable regulations and standards.~~

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
DECEMBER 18, 2023
APPROVED MINUTES
PAGE 29**

N. RESOLUTION 2023-92, BUDGET AMENDMENTS FOR YEAR-END 2023

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

- Supervisor Schwartz explained the resolution.
- Trustee Lindke asked why the line item for Ypsilanti District Library is being increased by \$70,000.00.
- Supervisor Schwartz said it is all for ASI Asphalt.
- Trustee Lindke questioned if we are getting reimbursed for this.
- Supervisor Schwartz said we will get reimbursed for the total cost of putting in a left-hand turn lane on Harris Rd. minus, pending approval, the \$40,000.00 grant from the county.
- Trustee Lindke wanted to clarify that we are showing the reimbursement from the library.
- Nancy Mason, Township Bookkeeper, said it is showing as a receivable. We are not carrying it on the balance sheet.
- Trustee Lindke said she thought the debt interest on the “Rock Property” was \$42,000.00 and questioned why it is showing at \$84,000.00.
- Mrs. Mason said the principal and interest is paid in May and in November it is just interest and verified that it is the \$84,000.00 a year in interest.

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

BUDGET AMENDMENTS FOR ALL FUNDS

RESOLUTION NUMBER: 2023-92

DATE: DECEMBER 18, 2023

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

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

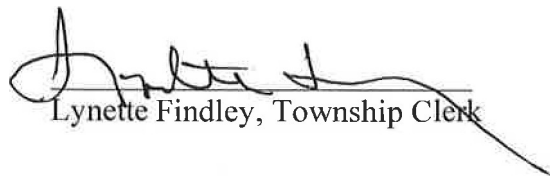
WHEREAS, the Board of Trustees of the Charter Township of Superior has carefully reviewed the revenues and expenditures for 2023 and offers the following budget amendments.

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
DECEMBER 18, 2023
APPROVED MINUTES
PAGE 30**

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

CERTIFICATION STATEMENT

I, Lynette Findley, the duly qualified Clerk of the Charter Township of Superior, Washtenaw County, Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted at a regular meeting of the Charter Township of Superior Board held on December 18, 2023 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

12/18/2023
Date Certified

Ayes: Clerk Findley
Trustee Caviston
Treasurer Lewis
Supervisor Schwartz
Trustee Lindke
Trustee Secrest
Trustee McGill

Nays: None.

Absent: None.

The resolution carried by unanimous vote.

O. MOTION TO APPROVE STUMP REMOVAL AND LAND CLEARING ON HARRIS RD. AND MACARTHUR BLVD. FOR CLAYHILL COMMUNITY FARM AND GARDEN

It was moved by Treasurer Lewis supported by Clerk Findley to Approve Stump Removal and Land Clearing on Harris Rd. and MacArthur Blvd. for Clayhill Community Farm and Garden for \$19,500.00.

- Supervisor Schwartz explained the motion.
- Clerk Findley said that she wants this done immediately but questioned why there were no other estimates and if there is a conflict of interests. She asked if the company had done any work for any of the members of the Board individually.
- The Board agreed that there is no conflict of interests.

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
DECEMBER 18, 2023
APPROVED MINUTES
PAGE 31**

- Supervisor Schwartz added that this company has done work for the Township in the past.
- Trustee McGill added that she wanted to give recognition to Laura Bennett, Planning and Zoning administrator. She said she has heard wonderful compliments about her in regard to getting the Clayhill Community Farm and Garden project off the ground.

Roll Call:

Ayes: Clerk Findley
Treasurer Lewis
Trustee Lindke
Trustee McGill
Trustee Secrest
Supervisor Schwartz

Nays: None.

Absent: Trustee Caviston (Trustee Caviston exited the meeting)

The motion carried by unanimous vote.

P. MOTION TO SOLICIT OTHER BIDS AND MAKE A DETERMINATION IN HIRING A SNOWPLOW SERVICE FOR THE WINTER OF 2023-24.

It was moved by Treasurer Lewis supported by Clerk Findley to solicit other bids and make a determination in hiring a snowplow service for the winter 2023-24.

- Supervisor Schwartz explained the two options of \$7000.00 flat fee or \$225.00 per plowing with stipulations.
- Clerk Findley questioned why there were no other bids and if there was a conflict of interest with any of the Board members.
- Supervisor Schwartz said he has purchased a tree and a shrub from them.

Motion carried by unanimous vote.

Q. MOTION TO PAUSE CONSIDERATION OF SELLING OR DONATING A CONSERVATION EASEMENT ON THE LAND REFERRED TO AS THE "ROCK PROPERTY"

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
DECEMBER 18, 2023
APPROVED MINUTES
PAGE 32**

It was moved by Trustee McGill supported by Clerk Findley to pause consideration of selling or donating a conservation easement on the land referred to as the “Rock Property” until the Board receives documentation from Washtenaw County.

- Supervisor Schwartz said that he believes that it does not make sense to discontinue conversations.
- Trustee Lindke suggested, based on the citizens input, there needs to be a clear process for continuing.
- Supervisor Schwartz said that the way it has been described is the Board will get a proposed “boiler plate” draft easement. The Board can decide to have a public hearing, or it could possibly be fine as it is, but the Board is not forced to accept it.
- Trustee Lindke said before it even got to the County for their vote that the Board should have had a resolution about it.
- Attorney Lucas said there needs to be a document to look at to see what is being proposed.
- Trustee Lindke stressed her concern that the County did not act independently but the Supervisor asked them to.
- Attorney Lucas said when the paperwork comes, the Board can accept or reject it.
- Supervisor Schwartz said the County is doing a phase one environmental study on the property at no cost to the Township.
- Treasurer Lewis asked what the Board is expected to do next.
- Supervisor Schwartz said the expectation is to receive a proposed conservation easement, which will be sent to the Board, and then the Board will “take it from there.”
- Treasurer Lewis asked if this will be done after the environmental study.
- Supervisor Schwartz assured the Board that the County would not send a proposed easement before having the results of the study.

The motion carried by unanimous vote.

R. MOTION TO APPOINT AND REAPPOINT MEMBERS TO THE ZONING BOARD OF APPEALS AND WETLANDS BOARD

It was moved by Treasurer Lewis supported by Trustee McGill to appoint and reappoint members to the Zoning Board of Appeals and Wetlands Board.

1. Sarah Devereaux for a three-year term as a Zoning Board of Appeals Member to begin immediately.

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
DECEMBER 18, 2023
APPROVED MINUTES
PAGE 33**

2. Ellen Kurath for an additional three-year term as a Wetlands Board Member effective immediately.

3. Jim McIntyre for an additional three-year term as a Wetlands Board Member effective immediately.

The motion carried by unanimous vote.

S. MOTION TO APPROVE BASELINE ENVIRONMENTAL ASSESSMENT AND DUE CARE PLAN FOR 9045 MACARTHUR BLVD.- \$4,750.00

It was moved by Trustee Lindke supported by Trustee McGill to approve baseline environmental assessment and due care plan for 9045 MacArthur Blvd.

Roll Call:

Ayes: Clerk Findley
Treasurer Lewis
Trustee Lindke
Trustee McGill
Trustee Secrest
Supervisor Schwartz

Nays: None.

Absent: Trustee Caviston

The motion carried by unanimous vote.

T. MOTION TO HIRE A PART-TIME PERSONNEL DIRECTOR

It was moved by Treasurer Lewis supported by Clerk Findley to hire a part-time personnel director.

- Attorney Lucas said that he thinks it is important to identify the role and function of this position.
- Attorney Lucas suggested creating a committee to draft a job description.

It was moved by Clerk Findley supported by Trustee Secrest to appoint Trustee McGill, Trustee Lindke, and Nancy Mason, Assistant Office and Personnel Manager, to a committee to review the desired language for the job posting to hire a part time personnel director.

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
DECEMBER 18, 2023
APPROVED MINUTES
PAGE 34**

The motion carried by unanimous vote.

U. MOTION TO APPROVE TOWNSHIP HOLIDAY SCHEDULE 2024

It was moved by Clerk Findley supported by Trustee McGill to approve the Township Holiday Schedule 2024.

- Trustee McGill asked about the eight days office closing for Christmas and New Years in 2024.
- Treasurer Lewis interject that the Treasurer's office will not be closed for all of the days statutorily.
- Trustee McGill said she finds it surprising that the office will be closed for that many days and she believes it should be "some activity" in the office.
- Clerk Findley and Supervisor Schwartz agreed that this closure is commensurate with other municipalities.
- Supervisor Schwartz said this was the same under the previous Supervisor Bill McFarlane.

The motion carried by majority vote.

Trustee McGill voted no.

V. MOTION TO APPROVE TOWNSHIP MEETING SCHEDULE 2024

It was moved by Trustee Lindke supported by Trustee Secret to approve the Township Meeting Schedule 2024.

The motion carried by unanimous vote.

W. DISCUSS LETTER FROM EMPLOYEE TO CLERK

X. DISCUSS EMAIL FROM CLERK

Motions are tabled unanimously to the January 16, 2024, regular Board Meeting.

12. PLEAS and PETITIONS

- Dana Green, Stamford, asked for a clear public process on how bids are submitted to the Township.
- Ramona Parker-Muhammad, Stamford, questioned why the former Treasurer still has the laptop.
- Trustee McGill asked about a letter of resignation sent to the Board.

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
DECEMBER 18, 2023
APPROVED MINUTES
PAGE 35**

- Clerk Findley and Supervisor Schwartz answered that it had been rescinded.
- Sarah Devereux, Hickman Dr., requested that something be in writing in regard to the conservation easement.
- Kelly Goolsby asked about the time for the Washtenaw County Road Commission meeting about Stephens Dr.
- Supervisor Schwartz said they would come to the January meeting to give a presentation and potentially a few minutes earlier.
- Irma Golden, Deputy Supervisor, asked how to get the email updates from the Township website.

13. ADJOURNMENT

It was moved by Clerk Findley supported by Trustee McGill that the meeting be adjourned. The motion carried and the meeting adjourned at 9:28 p.m.

Respectfully submitted,

Lynette Findley, Clerk

Kenneth Schwartz, Supervisor

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
DECEMBER 18, 2023
PROPOSED 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 7:02 p.m. on December 18, 2023, at the Superior Charter Township Hall, 3040 North Prospect, Superior Charter 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 Lisa Lewis, Trustee Nancy Caviston, Trustee Bernice Lindke, Trustee Rhonda McGill, and Trustee Bill Secrest.

Absent: None

4. CITIZEN PARTICIPATION

A. CITIZEN COMMENTS

- Dana Harris, Glenhill Dr., requested support as he is running for Trustee in 2024.
- Brenda Baker, Ashton Ct., said she is here to answer any questions on the Committee to Promote Superior Township (C2PST). She questioned why there was no background information for new business item P. She also voiced her disagreement with the Township Holiday schedule.
- Jan Piert, Annsway Dr., said there should be more conversations before moving forward with the conservation easement.
- Crystal Lyte, Crab Apple Dr., said new business item P should be revised/tabled and there was no resolution passed regarding the “Rock Property” so Washtenaw County can not move forward with it.
- Ramona Parker-Muhammad, Stamford Rd., raised concerns about the wire transfer fraud raised at the November 20, 2023, meeting.
- Sarah Devereaux, Hickman Rd, spoke against new business item P.
- Jack Smiley, Cherry Hill Rd., spoke against new business item P.
- Rachel, Zoom, asked for past audited financials to be put on the website.
- TC Collins, Director of Clayhill Community Farm and Garden, said an easement is not the answer for new black farmers.

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
DECEMBER 18, 2023
PROPOSED MINUTES
PAGE 2**

5. ADOPTION OF AGENDA

It was moved by Treasurer Lewis supported by Trustee McGill, to adopt the agenda with the following amendments:

1. Remove Resolution 2023-91 pending new bids.
2. Add discuss letter from employee as new business item *W*.
3. Add discuss email from Clerk as new business item *X*.

The motion carried by unanimous vote.

6. PRESENTATIONS AND PUBLIC HEARINGS

None.

7. CLOSED SESSION

A. November 20, 2023, Closed Session Minutes

It was moved by Trustee Secrest supported by Trustee McGill to go into closed session to approve the November 20, 2023, Closed Session minutes.

Roll Call:

Ayes: Trustee Caviston
Clerk Findley
Treasurer Lewis
Trustee Lindke
Trustee McGill
Trustee Secrest
Supervisor Schwartz

Nays: None

Absent: None

The motion carried by unanimous vote.

*At 7:35 p.m. the Board of Trustees convened into Closed Session.
At 7:46 p.m. the Board of Trustees reconvened into Open Session.*

It was moved by Trustee McGill supported by Trustee Lindke to approve the November 20, 2023, Closed Session minutes.

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
DECEMBER 18, 2023
PROPOSED MINUTES
PAGE 3**

Roll Call:

Ayes: Trustee Caviston
Clerk Findley
Treasurer Lewis
Trustee Lindke
Trustee McGill
Trustee Secrest
Supervisor Schwartz

Nays: None

Absent: None

The motion carried by unanimous vote.

8. CONSENT AGENDA

- Trustee Lindke requested to remove the following items from the Consent Agenda:
 1. Supervisor's Report
 2. Community Center Advisory Committee Update
 3. Utility Department's Report
 4. Bills for Payment and Record of Disbursements

A. APPROVAL OF MINUTES

a. NOVEMBER 20, 2023, REGULAR MEETING

B. REPORTS

- ~~**SUPERVISOR REPORT**~~
- **LIAISON REPORT ON PARKS & RECREATION COMMISSION MEETING**
- **COMMUNITY CENTER ADVISORY COMMITTEE**
- **DEPARTMENT REPORTS: BUILDING DEPARTMENT, FIRE DEPARTMENT, ORDINANCE OFFICER REPORT, PARKS COMMISSION MINUTES, SHERIFF'S REPORT, PLANNING AND ZONING REPORT, UTILITY DEPARTMENT'S REPORT, ASSESSING REPORT**
- **CONTROLLERS REPORT**
- **MONTHLY FINANCIAL REPORTS, OCTOBER & NOVEMBER**

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
DECEMBER 18, 2023
PROPOSED MINUTES
PAGE 4**

C. COMMUNICATIONS

1. Email from Jack Smiley
2. Emails from Resident Steph
3. Environmental Site Assessment Phase II
4. Memo from Ken Palka, Township Auditor
5. Committee to Promote Superior Township (C2PST)
6. Email from Linda Kraft

(All letters and documents given at the table are attached to the end of these minutes)

D. ~~BILLS for PAYMENT and RECORD of DISBURSEMENTS~~

9. ITEMS REMOVED FROM THE CONSENT AGENDA

A. Supervisor's Report

- Trustee Lindke asked for the Supervisor to expound on item number one, "Sale of Tangible Property."
- Supervisor Schwartz explained the information in his report.
- Trustee Lindke asked for an update on Stephens Dr. speed bumps.
- Supervisor Schwartz said that the Washtenaw County Road Commission will give a presentation at the January 15, 2024, regular meeting to discuss this matter. Additionally, the Tanglewood results have been made available.
- Trustee Lindke asked for an update on sidewalks.
- Supervisor Schwartz said construction and inspections are done and now the Township is sending invoices.
- Trustee Lindke asked about the \$70,000.00 increase to the Ypsilanti District Library count line.
- Supervisor Schwartz clarified that was the Harris Rd. widening project and that will ultimately be paid for by the library. He added that Crystal Lyte, Washtenaw County Commissioner, went to Greg Dill, Washtenaw County Administrator, and requested funds and Mr. Dill agreed to \$40,000.00. Supervisor Schwartz added that there has not been official documentation reflecting this as of yet.
- Commissioner Lyte said the \$40,000.00 will be directed to the library.
- Supervisor Schwartz said that he will ask the County Administrator, Greg Dill, to direct the \$40,000.00 to the Township and we would credit the library because they owe the Township.

B. COMMUNITY CENTER ADVISORY COMMITTEE UPDATE

- Trustee Lindke gave the floor to Clerk Findley to share exciting news.
- Clerk Findley shared that the Ypsilanti Community Schools (YCS) has voted to authorize the Superintendent to negotiate and approve a purchasing agreement with Washtenaw County for

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
DECEMBER 18, 2023
PROPOSED MINUTES
PAGE 5**

the Cheney Elementary School and adjoining properties. This agreement is a large step forward in the realization of the Eastside Washtenaw County Community Center

C. UTILITY DEPARTMENT'S REPORT

- Trustee Lindke highlighted and celebrated the completion of the pump stations by Stante Inc.

D. BILLS for PAYMENT and RECORD of DISBURSEMENTS

- Trustee Lindke questioned the \$1400.00 to Jason's Tree Service and asked how many years the firemen were decorating the tree at Township Hall because she believes that it is good community service.
- Supervisor Schwartz explained that the Fire Department did it in the past but this year the Parks and Recreation Director sought out bids to complete this work.
- Trustee Lindke asked if the Fire Department does community service.
- Vic Chevrette, Fire Chief, responded that they do community service and listed some of the following:
 - Install smoke detectors.
 - Car seat inspection.
 - Car seat installation.
- Mr. Chevrette added that when they have decorated the tree, in the past, they have to put up a million-dollar fire truck, which if they get a call then they have to take it down which takes about five minutes to retract the ladder and get it back in service. He said the union did not want to do it and the tree service can really do a better job with their specialized equipment.
- The Board continued discussions on other items in Bills for Payment and Record of Disbursements.

10. UNFINISHED BUSINESS

A. SUPERVISOR RETURN LAPTOP

- Supervisor Schwartz said he has returned the laptop. He added that under the statute the Supervisor is responsible for all of the personal property of the Township.
- Clerk Findley interjected that she does not understand that explanation and added that there is another laptop that is missing from the Township that really needs to be returned.
- Supervisor Schwartz asked for the name of the person and said he would contact them.
- Clerk Findley answered that it was the previous Township Treasurer.
- Supervisor Schwartz said there should be a written policy about this and added that Washtenaw County allowed for the person to purchase the laptop at the end of their tenure.

B. REDESIGNATE FUNDS FROM GEDDES RD. PATHWAY

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
DECEMBER 18, 2023
PROPOSED MINUTES
PAGE 6**

- Supervisor Schwartz said after all of the information was evaluated that is, in fact, Hyundai's money. He said that he will attempt to contact them to see if they would donate some of the money for a good cause.
- Supervisor Schwartz said he spoke with the bond counsel, the controller, and the auditor all looked at it, and in 2008, Hyundai prepaid bills that were otherwise the Township's responsibility.
- Trustee Lindke alleges that she remembers that there was some correspondence from Hyundai reflecting that they were giving the Township the money.
- Supervisor Schwartz disagreed and said he would work with the Treasurer and Hyundai to see if they can utilize some of that money.

C. STEPHENS DRIVE SPEED BUMPS

- Supervisor Schwartz said he sent a letter to the Washtenaw County Road Commission, and they will be at the January 15, 2024, meeting to give a presentation but he can arrange for them to come immediately prior to the meeting if anyone is interested in talking to them.
- Trustee Lindke said there were some road signs in the disbursements, that she didn't know anything about.
- Supervisor Schwartz replied that all he knew was that some signs were knocked down, replaced, and charged to us.
- Trustee Caviston said if they were knocked down by an automobile then it should be paid out by the insurance.
- Supervisor Schwartz said there was not a police report but that he is unsure why it is the Township's responsibility to pay for it.

11. NEW BUSINESS

A. RESOLUTION 2023-79, AFFIRM SALARY OF THE TRUSTEES

The following resolution was moved by Trustee Lindke supported by Treasurer Lewis amending the total, for each trustee, to be \$10,000.00 per year.

- Trustee Lindke said she provided the Board with a comparative schedule for Officials and Trustees salaries for Township's around us.
- Trustee Lindke recommended that the Board increases the stipend for the Trustee's to match Scio Township at \$10,000.00 per trustee for the year.
- Trustee Lindke added that this will attract people to run for trustee and be a part of the shared governance. She said there is no reason that the Trustees should not be recognized for the work that they do and paid accordingly.

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

**RESOLUTION TO AFFIRM THE SALARY OF THE CHARTER TOWNSHIP OF
SUPERIOR TRUSTEES FOR THE 2024 BUDGET**

RESOLUTION NUMBER: 2023-79

DATE: DECEMBER 18, 2023

WHEREAS, the Charter Township of Superior Board of Trustees approved the 2024 budgets for all funds on October 16, 2023; and

WHEREAS, the Board of Trustees specifically designated the compensation for the full-time elected officials and the Board of Trustees; and

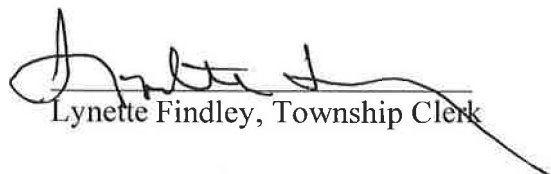
WHEREAS, the Township auditors have requested that the compensation for the full-time elected officials and the Board of Trustees be approved by the Board of Trustees by resolution; and

WHEREAS, the residents of Township continue to receive service that reflects positively on the employees, officials, and trustees of the Township.

NOW THEREFORE, BE IT RESOLVED, that compensation for the Charter Township of Superior Board of Trustees shall be *\$10,000.00* annually.

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 December 18, 2023 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

12/18/2023
Date Certified

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
DECEMBER 18, 2023
PROPOSED MINUTES
PAGE 8**

Roll Call:

Ayes: Clerk Findley
Trustee Caviston
Treasurer Lewis
Trustee Lindke
Trustee Secrest
Trustee McGill
Supervisor Schwartz

Nays: None

Absent: None

The resolution carried by unanimous vote.

B. RESOLUTION 2023-80, AFFIRM SALARY OF THE CLERK

The following resolution was moved by Trustee Lindke and supported by Clerk Findley, amending the salary to \$99,403.00.

- Trustee Caviston said this should be done based on average.
- Trustee Lindke disagreed and said the Clerk remains responsible for all statutory duties regardless of size.
- Trustee McGill said that she wants it to be front of mind that Clerk's and Treasurer's salary is typically the same.
- Trustee McGill questioned where the 4% increase figure comes from.
- Supervisor Schwartz said the increase is commensurate with the amount that is given to the non-union office workers.
- Trustee Lindke called the question.

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

**RESOLUTION TO AFFIRM THE 2024 SALARY OF
CHARTER TOWNSHIP OF SUPERIOR CLERK**

RESOLUTION NUMBER: 2023-80

DATE: DECEMBER 18, 2023

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
DECEMBER 18, 2023
PROPOSED MINUTES
PAGE 9**

WHEREAS, the Charter Township of Superior Board of Trustees approved the 2024 budgets for all funds on October 16, 2023, and

WHEREAS, the Board of Trustees specifically designated the compensation for the full-time elected officials and the Board of Trustees, and

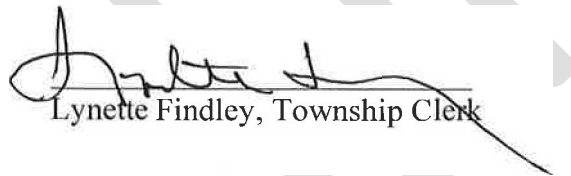
WHEREAS, the Township auditors have requested that the compensation for the full-time elected officials and the Board of Trustees be approved by the Board of Trustees by resolution, and

WHEREAS, the residents of Township continue to receive service that reflects positively on the employees, officials and trustees of the Township.

NOW THEREFORE BE IT RESOLVED that compensation for the Clerk be \$99,403.00 which is thirteen percent (13.09%) higher in 2023 than her compensation of \$87,192.56 in 2023 as listed in the 2024 budget adopted by the Charter Township of Superior Board of Trustees.

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 December 18, 2023 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

12/18/2023
Date Certified

Roll Call:

Ayes: Trustee Lindke
Trustee Caviston
Clerk Findley
Trustee Secrest
Treasurer Lewis
Trustee McGill

Nays: Supervisor Schwartz

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
DECEMBER 18, 2023
PROPOSED MINUTES
PAGE 10**

Absent: None

The resolution carried by majority vote.

C. RESOLUTION 2023-81, AFFIRM SALARY OF THE TREASURER

The following resolution was moved by Clerk Findley and supported by Trustee McGill.

- Trustee McGill said again that Clerks and Treasurers typically make the same amount.

It was moved by Trustee McGill and supported by Trustee Secrest to amend the Treasurer's salary to \$99,403.00.

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

**RESOLUTION TO AFFIRM THE 2024 SALARY OF
THE CHARTER TOWNSHIP OF SUPERIOR TREASURER**

RESOLUTION NUMBER: 2023-81

DATE: DECEMBER 18, 2023

WHEREAS, the Charter Township of Superior Board of Trustees approved the 2024 budgets for all funds on October 16, 2023, and

WHEREAS, the Board of Trustees specifically designated the compensation for the full-time elected officials and the Board of Trustees; and

WHEREAS, the Township auditors have requested that the compensation for the full-time elected officials and the Board of Trustees be approved by the Board of Trustees by resolution; and

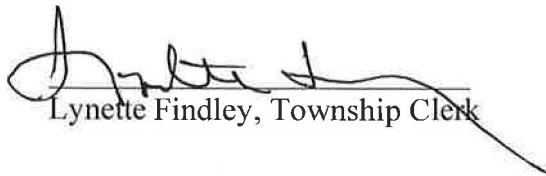
WHEREAS, the residents of the Township continue to receive service that reflects positively on the employees, officials, and Trustees of the Township.

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
DECEMBER 18, 2023
PROPOSED MINUTES
PAGE 11**

NOW THEREFORE, BE IT RESOLVED, that compensation for the Treasurer be \$99,403.00 which is *thirteen percent (13.09%)* higher in 2024 than her compensation of \$87,192.47 in 2023 as listed in the 2024 budget adopted by the Charter Township of Superior Board of Trustees.

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 December 18, 2023 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

12/18/2023
Date Certified

Roll Call:

Ayes: Clerk Findley
Trustee Caviston
Treasurer Lewis
Trustee Lindke
Trustee McGill
Trustee Secrest

Nays: Supervisor Schwartz

Absent: None

The motion to amend carried by majority vote.

Township Attorney Fred Lucas explained that now the Board must vote on the amended resolution.

Roll Call:

Ayes: Clerk Findley
Trustee Caviston
Treasurer Lewis
Trustee Lindke
Trustee McGill
Trustee Secrest

Nays: Supervisor Schwartz

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
DECEMBER 18, 2023
PROPOSED MINUTES
PAGE 12**

Absent: None

The amended resolution carried by majority vote.

D. RESOLUTION 2023-82, AFFIRM SALARY OF THE SUPERVISOR

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

- Trustee Lindke said that if she could reduce it to \$90,000.00, she would but she cannot.
- Attorney Lucas and Supervisor Schwartz assured Trustee Lindke that an elected official's salary cannot be reduced during their term.
- Clerk Findley agreed that his salary cannot be reduced.
- Supervisor Schwartz said he feels that he does not need a raise so he will be voting "no".

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

**RESOLUTION TO AFFIRM THE 2024 SALARY OF THE CHARTER TOWNSHIP OF
SUPERIOR SUPERVISOR**

RESOLUTION NUMBER: 2023-82

DATE: DECEMBER 18, 2023

WHEREAS, the Charter Township of Superior Board of Trustees approved the 2023 budgets for all funds on October 16, 2023; and,

WHEREAS, the Board of Trustees specifically designated the compensation for the full-time elected officials and the Board of Trustees; and,

WHEREAS, the Township auditors have requested that the compensation for the full-time elected officials and the Board of Trustees be approved by the Board of Trustees by resolution; and,

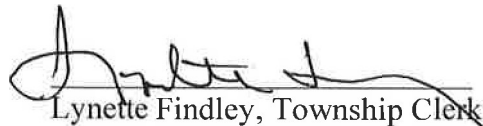
WHEREAS, the residents of the Township continue to receive service that reflects positively on the employees, officials, and trustees of the Township.

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
DECEMBER 18, 2023
PROPOSED MINUTES
PAGE 13**

NOW THEREFORE, BE IT RESOLVED, that compensation for the Supervisor to be \$100,365.72 which is four percent (4%) higher in 2024 than his compensation of \$96,505.50 in 2023 as listed in the 2024 budget adopted by the Charter Township of Superior Board of Trustees.

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 December 18, 2023 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

12/18/2023
Date Certified

Roll Call:

Ayes: Trustee Caviston
Supervisor Schwartz
Treasurer Lewis
Trustee McGill
Trustee Secrest

Nays: Clerk Findley
Trustee Lindke

Absent: None

The resolution carried by majority vote.

E. RESOLUTION 2023-83, AFFIRM THE 2024 SALARIES OF THE NON-UNION EMPLOYEES

The following Resolution was moved by Treasurer Lewis and supported by Trustee Lindke.

- Trustee McGill said she has been trying to wrap her head around this for years. She said she would like for there to be merit based raises based on performance. She said the challenge is that there are high-performing employees and low-performing employees, and everyone is getting the same pay increase. She concluded that there should be performance evaluations either annually or biannually to incentivize the high-performing employees.

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
DECEMBER 18, 2023
PROPOSED MINUTES
PAGE 14**

- Clerk Findley agreed and believed this is more reason to authorize a compensation committee and hiring a part-time personnel director.

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

**RESOLUTION AFFIRMING THE SALARIES OF ALL NON-UNION EMPLOYEES OF
THE CHARTER TOWNSHIP OF SUPERIOR FOR THE 2024 BUDGET**

RESOLUTION NUMBER: 2023-83

DATE: DECEMBER 18, 2023

WHEREAS, the Superior Charter Township Board of Trustees approved the 2024 budgets for all funds on October 16, 2023; and,

WHEREAS, the Board of Trustees did not specifically designate the compensation for the full-time and part-time Township employees and,

WHEREAS, the Township auditors have requested that the compensation for the employees be approved by the Board of Trustees by resolution; and,

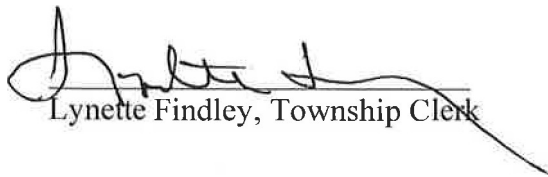
WHEREAS, the residents of Superior Township continue to receive service that reflects positively on the employees, officials, and trustees of the Township.

NOW THEREFORE BE IT RESOLVED, that compensation for all full-time and part-time non-union employees be four percent (4%) higher in 2024 than their compensation in 2023 except as otherwise set by the 2024 budget.

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 December 18, 2023 and that public notices of said meeting were given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended.

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
DECEMBER 18, 2023
PROPOSED MINUTES
PAGE 15**


Lynette Findley, Township Clerk

12/18/2023
Date Certified

Roll Call:

Ayes: Trustee Caviston
Clerk Findley
Treasurer Lewis
Trustee Lindke
Trustee Secrest
Supervisor Schwartz

Nays: Trustee McGill

Absent: None

The resolution carried by majority vote.

**F. RESOLUTION 2023-84, APPROVE THE ADMINISTRATIVE STAFF TO
PURCHASE MEDICAL, DENTAL, AND VISION INSURANCE FOR EMPLOYEES
OF THE TOWNSHIP**

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

- Supervisor Schwartz explained the resolution.

CHARTER TOWNSHIP OF SUPERIOR

WASHTENAW COUNTY, MICHIGAN

**RESOLUTION TO APPROVE THE ADMINISTRATIVE STAFF OF THE
CHARTER TOWNSHIP OF SUPERIOR TO PURCHASE MEDICAL, DENTAL
AND VISION INSURANCE FOR EMPLOYEES OF THE TOWNSHIP**

RESOLUTION NUMBER: 2023-84

DATE: DECEMBER 18, 2023

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
DECEMBER 18, 2023
PROPOSED MINUTES
PAGE 16**

WHEREAS, the Charter Township of Superior provides health care insurance plan benefits to all full-time Township employees; and

WHEREAS, the Township's current health care insurance plan expires on December 31, 2023; and

WHEREAS, Township officials and staff have received and reviewed quotes for various health care providers through its agent Brown and Brown; and

WHEREAS, pursuant to its authority, Charter Township of Superior has elected to renew the Simply Blue HSA PPO Gold \$1,600.00 health care plan, the Delta Dental Premier dental insurance plan and the VSP vision plan for 2024 with a total health care premium cost to the township of approximately \$462,233.88 with an effective term of January 1, 2024, through December 31, 2024: and

WHEREAS, Charter Township of Superior will continue to offer its fulltime employees the option to opt out of health insurance in consideration of a payment to the employee of 40% of the costs of providing health care insurance resulting in a cost of \$73,174.03.

WHEREAS, Charter Township of Superior will offer its employees a wellness bonus in 2024 in the following amounts which is the employee's responsibility to utilize as desired to ensure maximum personal health in the amount of \$162,000.00 divided as follows:

<u>Non-union</u>		<u>Union</u>	
Single	\$3,000.00	Single	\$3,000.00
Family	\$6,000.00	Family	\$6,000.00

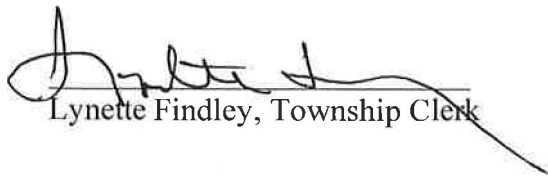
WHEREAS, the total costs to Charter Township of Superior to provide medical, dental and vision insurance, plus opt outs and wellness is \$697,407.91.

NOW, THEREFORE BE IT RESOLVED, that the Charter Township of Superior Supervisor, Clerk or Treasurer are authorized to execute any documents necessary to provide the described health care benefits and corollary opt out and wellness incentive payment.

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 December 18, 2023 and that public notices of said meeting were given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended.

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
DECEMBER 18, 2023
PROPOSED MINUTES
PAGE 17**


Lynette Findley, Township Clerk

12/18/2023
Date Certified

Roll Call:

Ayes: Trustee Lindke
Treasurer Lewis
Clerk Findley
Trustee Caviston
Trustee McGill
Trustee Secrest
Supervisor Schwartz

Nays: None.

Absent: None.

The resolution carried by unanimous vote.

**G. RESOLUTION 2023-85, APPROVE TO SET RATE OF EMPLOYER
CONTRIBUTION TO THE MERS HEALTH CARE SAVINGS PROGRAM FOR
NON-UNION AND UNION EMPLOYEES**

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

- Supervisor Schwartz explained the resolution.

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

**APPROVAL TO SET THE RATE OF EMPLOYER
CONTRIBUTION TO THE MERS HEALTH CARE SAVINGS
PROGRAM FOR NON-UNION AND UNION EMPLOYEES**

RESOLUTION NUMBER: 2023-85

DECEMBER 18, 2023

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
DECEMBER 18, 2023
PROPOSED MINUTES
PAGE 18**

WHEREAS, on March 21, 2005, the Charter Township of Superior Board of Trustees adopted a resolution to participate in the MERS Health Care Savings Program for the benefit of the non-union and union employees of the Township; and

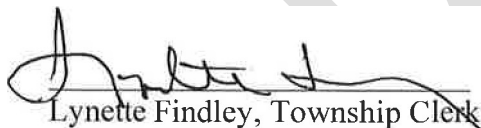
WHEREAS, the Township contribution to each employee was set at one hundred (\$100.00) dollars per month, and this amount has been raised several times since then; and

WHEREAS, the Township Board has given this matter due consideration through the budgeting process;

NOW, THEREFORE, BE IT RESOLVED that the Charter Township of Superior Board does hereby establish the monthly contribution for Health Care Savings Plan for union employees in the amount of \$425.00 per month in 2024; and does hereby establish the monthly contribution for non-union employees in the amount of \$300.00 per month in 2024.

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 December 18, 2023 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

12/18/2023

Date Certified

Roll Call:

Ayes: Clerk Findley
Trustee Caviston
Treasurer Lewis
Trustee Lindke
Trustee McGill
Trustee Secrest
Supervisor Schwartz

Nays: None.

Absent: None.

The resolution carried by unanimous vote.

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
DECEMBER 18, 2023
PROPOSED MINUTES
PAGE 19**

H. RESOLUTION 2023-86, HEALTH CARE SAVINGS PROGRAM FOR INDIVIDUAL EMPLOYEES

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

- Supervisor Schwartz explained the resolution.
- Trustee Caviston for clarification on unions.
- Representatives from the fire department explained.

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

**A RESOLUTION TO AMEND THE HEALTH CARE SAVINGS PLAN
PARTICIPATION AGREEMENTS WITH INDIVIDUAL EMPLOYEES**

RESOLUTION NUMBER: 2023-86

DATE: DECEMBER 18, 2023

WHEREAS, Superior Charter Township employees hired prior to November 1, 2011, are permitted to request the Superior Township Board to amend their MERS Health Care Savings Plan Participation Agreement (HCSP) once per calendar year; and

WHEREAS, employees hired after November 1, 2011, are a separate and distinct group for purposes of their MERS Health Care Savings Plan Participation Agreement (HCSP), and are divided into non-union and union groups, and each group must vote as a separate group to amend their contribution by majority vote; and,

WHEREAS, said non-union decided in November 2023 not to amend the amount withheld and continue to contribute at the rate of 3% and the union group decided to amend their amount and contribute at a rate of 3% and,

WHEREAS, employees hired prior to November 1, 2011, have decided not to amend any of their amounts they contribute to their HCSP for fiscal 2024 heretofore.

NAME		New Rate
Allen, Daniel	Non-Union Health Option #2	3%

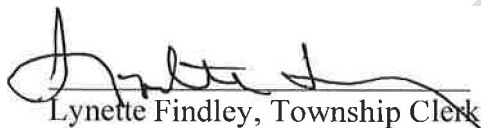
**CHARTER TOWNSHIP OF SUPERIOR BOARD
 REGULAR MEETING
 DECEMBER 18, 2023
 PROPOSED MINUTES
 PAGE 20**

French, Jeffrey	Fire Union Health Option #2	2%
Bach, Shaun	Fire Union Health Option #1	2%

NOW, THEREFORE, BE IT RESOLVED, that any full-time employee, upon termination or separation from Superior Charter Township, may elect roll over any amount of cash owed to the employee into their individual MERS Health Care Savings Plan by virtue of any unpaid regular pay, unpaid overtime pay, unpaid education pay, unpaid longevity pay, unpaid vacation pay, unpaid sick time pay, and unpaid personal time pay.

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 December 18, 2023 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

12/18/2023
 Date Certified

Roll Call:

Ayes: Trustee Caviston
 Clerk Findley
 Treasurer Lewis
 Trustee Lindke
 Trustee McGill
 Trustee Secrest
 Supervisor Schwartz

Nays: None.

Absent: None.

The resolution carried by unanimous vote.

I. RESOLUTION 2023-87, OPT-OUT MEDICAL PA 152-2024

The following resolution was moved by Treasurer Lewis supported by Truste McGill.

- Supervisor Schwartz explained the resolution.

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
DECEMBER 18, 2023
PROPOSED MINUTES
PAGE 21**

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

**RESOLUTION TO ADOPT THE ANNUAL EXEMPTION OPTION AS SET FORTH
IN THE 2011 PUBLIC ACT 152, THE PUBLICLY FUNDED HEALTH INSURANCE
CONTRIBUTION ACT**

RESOLUTION NUMBER: 2023-87

DATE: DECEMBER 18, 2023

WHEREAS, Public Act 152 of 2011 contains three options for complying with the requirements of the Act:

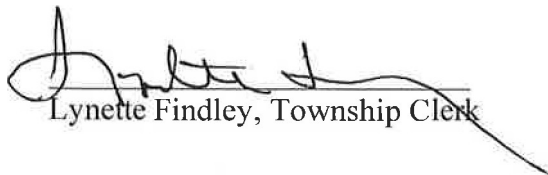
1. Section 3 – Hard Caps Option- limits a public employer’s total health care costs for employees based on coverage in the Act.
2. Section 4 – 80%/20% Option – limits a public employers share of total annual health care costs to not more than 80%.
3. Section 8- Exemption Option – a local unit of government as defined in the Act, may exempt itself from the requirements of the Act by an annual 2/3 vote of the governing body.

WHEREAS, the Charter Township of Superior Board of Trustees has decided to adopt the annual exemption option, section 8 of the Act, as its choice of compliance under the Act.

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 December 18, 2023 and that public notices of said meeting were given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended.

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
DECEMBER 18, 2023
PROPOSED MINUTES
PAGE 22**


Lynette Findley, Township Clerk

12/18/2023
Date Certified

Roll Call:

Ayes: Treasurer Lewis
Clerk Findley
Trustee Caviston
Trustee Lindke
Trustee McGill
Trustee Secrest
Supervisor Schwartz

Nays: None.

Absent: None.

The resolution carried by unanimous vote.

**J. RESOLUTION 2023-88, APPROVE INCENTIVES FOR CERTIFICATIONS AND
LICENSURE ASSESSING**

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

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

RESOLUTION TO APPROVE ASSESSING LICENSE INCENTIVE

RESOLUTION NUMBER: 2023-88

DATE: DECEMBER 18, 2023

WHEREAS, the State of Michigan mandates continuing education requirements for assessing officers and technicians, including Michigan Certified Assessing Officers (MCAO), Michigan Advanced Assessing Officers (MAAO), and Michigan Master Assessing Officers (MMAO);

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
DECEMBER 18, 2023
PROPOSED MINUTES
PAGE 23**

WHEREAS, Superior Township Assessing Department staff are required to maintain their certifications and complete specific continuing education hours as mandated by the State Tax Commission (STC);

WHEREAS, it is beneficial to provide an annual incentive to Superior Charter Township Assessing Department staff for maintaining and advancing their professional certifications;

WHEREAS, the Superior Charter Township Board of Trustees recognizes the value of professional development and wishes to incentivize staff for their dedication to maintaining high standards in the field of property assessment;

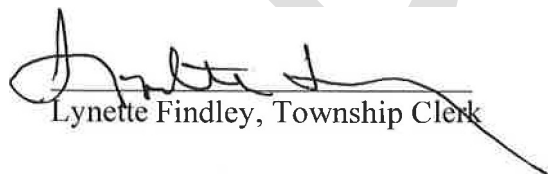
WHEREAS, it is recommended that the Superior Charter Township Board of Trustees grant an annual incentive to Assessing Department staff, to be given on the anniversary date of hire, based on the following percentage scale:

- Michigan Master Assessing Officer (MMAO) certification: 3% of annual base pay.
- Michigan Advanced Assessing Officer (MAAO) certification: 2% of annual base pay.
- Michigan Certified Assessing Officer (MCAO) certification: 1% of annual base pay.
- Michigan Certified Assessing Technician (MCAT) certification: 0.5% of annual base pay.

NOW, THEREFORE, IT BE RESOLVED that the Charter Township of Superior Board of Trustees hereby approves an Assessing Department certification incentive for staff members who meet and maintain the specified certification criteria as set forth by the State of Michigan.

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 December 18, 2023 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

12/18/2023
Date Certified

Roll Call:

Ayes: Treasurer Lewis
Trustee Caviston
Clerk Findley
Trustee Lindke

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
DECEMBER 18, 2023
PROPOSED MINUTES
PAGE 24**

Trustee McGill
Trustee Secrest
Supervisor Schwartz

Nays: None.

Absent: None.

The resolution carried by unanimous vote.

K. RESOLUTION 2023-89, APPROVE INCENTIVES FOR CERTIFICATIONS AND LICENSURE UTILITIES

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

- The Board clarified and agreed that the incentive is only given to the highest certifications/license of an individual.

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

RESOLUTION TO APPROVE WATER OPERATOR'S LICENSE INCENTIVE

RESOLUTION NUMBER: 2023-89

DATE: DECEMBER 18, 2023

WHEREAS, the State of Michigan requires Water Distribution System Operators to hold a S4, S3, S2, or S1 license based on the population served for a city or township.

WHEREAS, Superior Township water operators must hold at minimum an S4 operator's license and are required to complete education classes annually to keep up to date.

WHEREAS, an incentive should be given annually to Superior Township water operators for maintaining an S4 license or higher.

WHEREAS, it is recommended that Superior Township Board of Trustees grant an annual incentive to be given on the anniversary date of hire for water operators. It should be given in the form of one payment and be based on the following percentage scale:

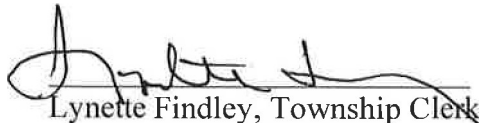
**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
DECEMBER 18, 2023
PROPOSED MINUTES
PAGE 25**

- S-1 license receive 3% of annual base pay.
- S-2 license receive 2% of annual base pay.
- S-3 licenses receive 1% of annual base pay.
- S-4 licenses receive .5% of annual base pay.

NOW, THEREFORE, IT BE RESOLVED that the Charter Township of Superior Board of Trustees hereby approves a water operator's license incentive for Utility Department employees.

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 December 18, 2023 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

12/18/2023
Date Certified

Roll Call:

Ayes: Clerk Findley
Trustee Caviston
Treasurer Lewis
Trustee Lindke
Trustee McGill
Trustee Secrest
Supervisor Schwartz

Nays: None.

Absent: None.

The resolution carried by unanimous vote.

**L. RESOLUTION 2023-90, APPROVE INTERLOCAL AGREEMENT FOR
WASHTENAW AREA MUTUAL AID COUNCIL**

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
DECEMBER 18, 2023
PROPOSED MINUTES
PAGE 26**

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

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

**RESOLUTION TO APPROVE THE WASHTENAW AREA MUTUAL AID COUNCIL
INTERLOCAL AGREEMENT**

RESOLUTION NUMBER: 2023-90

DATE: DECEMBER 18, 2023

WHEREAS, the Charter Township of Superior along with various other governmental entities including Charter Townships, Cities, Villages, and Fire Departments within and near Washtenaw County have come together to form the Washtenaw Area Mutual Aid Council (WAMAC); and

WHEREAS, the purpose of WAMAC is to establish a collaborative framework for mutual aid, primarily focusing on fire and rescue services, technical rescue teams, swift water rescue teams, and other specialized county fire rescue teams within Washtenaw County and Southeastern Michigan; and

WHEREAS, the WAMAC Interlocal Agreement outlines the structure, powers, responsibilities, and funding mechanisms for the Council, aiming to enhance emergency response capabilities through joint ownership and operation of equipment, standardization of policies, and shared training initiatives; and

WHEREAS, the Charter Township of Superior recognizes the importance of mutual aid in improving emergency services and ensuring the safety and well-being of its residents and those in the surrounding communities;

WHEREAS, this Interlocal Agreement is for the governmental units which are Parties hereto to join together to establish the Washtenaw Area Mutual Aid Council for the purposes set forth herein pursuant to and under the authority of the Urban Cooperation Act of 1967, Act 7 of the Public Acts of 1967, as amended; the Intergovernmental Contracts Between Municipal Corporations Act, Act 35 of the Public Acts of 1951, as amended, and the Joint Public Buildings Act, Act 150 of the Public Acts of 1923, as amended; and

WHEREAS, the agreement includes the following partners; the Charter Township of Ann Arbor, the Charter Township of Augusta, the Charter Township of Green Oak, the Charter Township of Pittsfield, the Charter Township of Superior, the Charter Township of Van Buren, the Charter Township of Ypsilanti, the Chelsea Area Fire Authority, the City of Ann Arbor, the City of Belleville, the City of

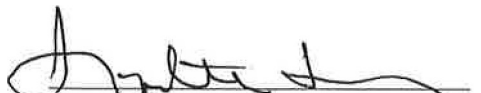
**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
DECEMBER 18, 2023
PROPOSED MINUTES
PAGE 27**

South Lyon, the City of Ypsilanti, the Village of Clinton, the Dexter Area Fire Department, Clinton Township (Lenawee County), Hamburg Township, Manchester Township, Milan Area Fire Department, Northfield Township, Salem Township, Saline Area Fire Department, Scio Township, and Sumpter Township.

NOW, THEREFORE, BE IT RESOLVED that the Charter Township of Superior hereby approves the Washtenaw Area Mutual Aid Council Interlocal Agreement as presented and agrees to become a party to the Agreement, committing to its terms and conditions.

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 December 18, 2023 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

12/18/2023
Date Certified

Roll Call:

Ayes: Clerk Findley
Trustee Caviston
Treasurer Lewis
Trustee McGill
Trustee Secrest
Supervisor Schwartz
Trustee Lindke

Nays: None.

Absent: None.

The resolution carried by unanimous vote.

M. RESOLUTION 2023-91, APPROVE BID FROM KOVALAK EXCAVATING AND SEPTIC TANK SERVICES INC.

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

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
DECEMBER 18, 2023
PROPOSED MINUTES
PAGE 28**

**~~RESOLUTION TO APPROVE BID FROM KOVALAK EXCAVATING AND SEPTIC
TANK SERVICES INC. FOR SEPTIC TANK SERVICES AT DIXBORO UNITED
METHODIST CHURCH~~**

~~RESOLUTION NUMBER: 2023-91~~

~~DATE: DECEMBER 18, 2023~~

~~**WHEREAS**, the Charter Township of Superior requires installation and maintenance services for a septic system, including plumbing from existing pipes, installation of a 1,500-gallon reinforced concrete septic tank with access risers, a sewage effluent filter, and related plumbing work; and~~

~~**WHEREAS**, the scope of work includes excavating a 600 sqft septic field to a depth not exceeding 4 feet, backfilling with sand and onsite soils, installing the septic field, and conducting necessary inspections; and~~

~~**WHEREAS**, the project may require additional work such as undermining or replacing a portion of the sidewalk, and raking and seeding the affected area, with the understanding that raking and seeding may be deferred to spring depending on ground and weather conditions;~~

~~**WHEREAS**, the total cost for these services is quoted at \$16,875.00, with a required signed contract and a deposit of \$4,000.00 before work begins, and the balance to be paid in full upon completion of covering.~~

~~**NOW, THEREFORE, BE IT RESOLVED** that the Charter Township of Superior Board of Trustees hereby approves the payment of \$16,875.00 for the septic system services as detailed in the provided quote.~~

~~**BE IT FURTHER RESOLVED** that the Charter Township of Superior agrees to the terms of the contract, including the deposit of \$4,000.00 and the full payment upon completion of the work, ensuring all work is completed to the satisfaction of the township and in accordance with all applicable regulations and standards.~~

N. RESOLUTION 2023-92, BUDGET AMENDMENTS FOR YEAR-END 2023

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

- Supervisor Schwartz explained the resolution.
- Trustee Lindke asked why the line item for Ypsilanti District Library is being increased by \$70,000.00.
- Supervisor Schwartz said it is all for ASI Asphalt.
- Trustee Lindke questioned if we are getting reimbursed for this.

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
DECEMBER 18, 2023
PROPOSED MINUTES
PAGE 29**

- Supervisor Schwartz said we will get reimbursed for the total cost of putting in a left-hand turn lane on Harris Rd. minus, pending approval, the \$40,000.00 grant from the county.
- Trustee Lindke wanted to clarify that we are showing the reimbursement from the library.
- Nancy Mason, Township Bookkeeper, said it is showing as a receivable. We are not carrying it on the balance sheet.
- Trustee Lindke said she thought the debt interest on the “Rock Property” was \$42,000.00 and questioned why it is showing at \$84,000.00.
- Mrs. Mason said the principal and interest is paid in May and in November it is just interest and verified that it is the \$84,000.00 a year in interest.

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

BUDGET AMENDMENTS FOR ALL FUNDS

RESOLUTION NUMBER: 2023-92

DATE: DECEMBER 18, 2023

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

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

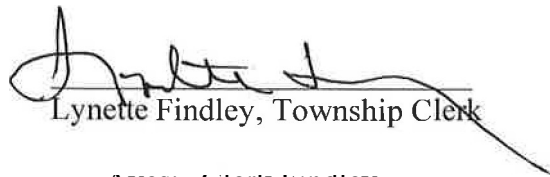
WHEREAS, the Board of Trustees of the Charter Township of Superior has carefully reviewed the revenues and expenditures for 2023 and offers the following budget amendments.

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

CERTIFICATION STATEMENT

I, Lynette Findley, the duly qualified Clerk of the Charter Township of Superior, Washtenaw County, Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted at a regular meeting of the Charter Township of Superior Board held on December 18, 2023 and that public notices of said meeting were given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended.

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
DECEMBER 18, 2023
PROPOSED MINUTES
PAGE 30**


Lynette Findley, Township Clerk

12/18/2023
Date Certified

Ayes: Clerk Findley
Trustee Caviston
Treasurer Lewis
Supervisor Schwartz
Trustee Lindke
Trustee Secrest
Trustee McGill

Nays: None.

Absent: None.

The resolution carried by unanimous vote.

O. MOTION TO APPROVE STUMP REMOVAL AND LAND CLEARING ON HARRIS RD. AND MACARTHUR BLVD. FOR CLAYHILL COMMUNITY FARM AND GARDEN

It was moved by Treasurer Lewis supported by Clerk Findley to Approve Stump Removal and Land Clearing on Harris Rd. and MacArthur Blvd. for Clayhill Community Farm and Garden for \$19,500.00.

- Supervisor Schwartz explained the motion.
- Clerk Findley said that she wants this done immediately but questioned why there were no other estimates and if there is a conflict of interests. She asked if the company had done any work for any of the members of the Board individually.
- The Board agreed that there is no conflict of interests.
- Supervisor Schwartz added that this company has done work for the Township in the past.
- Trustee McGill added that she wanted to give recognition to Laura Bennett, Planning and Zoning administrator. She said she has heard wonderful compliments about her in regard to getting the Clayhill Community Farm and Garden project off the ground.

Roll Call:

Ayes: Clerk Findley
Treasurer Lewis

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
DECEMBER 18, 2023
PROPOSED MINUTES
PAGE 31**

Trustee Lindke
Trustee McGill
Trustee Secrest
Supervisor Schwartz

Nays: None.

Absent: Trustee Caviston (Trustee Caviston exited the meeting)

The motion carried by unanimous vote.

P. MOTION TO SOLICIT OTHER BIDS AND MAKE A DETERMINATION IN HIRING A SNOWPLOW SERVICE FOR THE WINTER OF 2023-24.

It was moved by Treasurer Lewis supported by Clerk Findley to solicit other bids and make a determination in hiring a snowplow service for the winter 2023-24.

- Supervisor Schwartz explained the two options of \$7000.00 flat fee or \$225.00 per plowing with stipulations.
- Clerk Findley questioned why there were no other bids and if there was a conflict of interest with any of the Board members.
- Supervisor Schwartz said he has purchased a tree and a shrub from them.

Motion carried by unanimous vote.

Q. MOTION TO PAUSE CONSIDERATION OF SELLING OR DONATING A CONSERVATION EASEMENT ON THE LAND REFERRED TO AS THE “ROCK PROPERTY”

It was moved by Trustee McGill supported by Clerk Findley to pause consideration of selling or donating a conservation easement on the land referred to as the “Rock Property” until the Board receives documentation from Washtenaw County.

- Supervisor Schwartz said that he believes that it does not make sense to discontinue conversations.
- Trustee Lindke suggested, based on the citizens input, there needs to be a clear process for continuing.
- Supervisor Schwartz said that the way it has been described is the Board will get a proposed “boiler plate” draft easement. The Board can decide to have a public hearing, or it could possibly be fine as it is, but the Board is not forced to accept it.

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
DECEMBER 18, 2023
PROPOSED MINUTES
PAGE 32**

- Trustee Lindke said before it even got to the County for their vote that the Board should have had a resolution about it.
- Attorney Lucas said there needs to be a document to look at to see what is being proposed.
- Trustee Lindke stressed her concern that the County did not act independently but the Supervisor asked them to.
- Attorney Lucas said when the paperwork comes, the Board can accept or reject it.
- Supervisor Schwartz said the County is doing a phase one environmental study on the property at no cost to the Township.
- Treasurer Lewis asked what the Board is expected to do next.
- Supervisor Schwartz said the expectation is to receive a proposed conservation easement, which will be sent to the Board, and then the Board will “take it from there.”
- Treasurer Lewis asked if this will be done after the environmental study.
- Supervisor Schwartz assured the Board that the County would not send a proposed easement before having the results of the study.

The motion carried by unanimous vote.

R. MOTION TO APPOINT AND REAPPOINT MEMBERS TO THE ZONING BOARD OF APPEALS AND WETLANDS BOARD

It was moved by Treasurer Lewis supported by Trustee McGill to appoint and reappoint members to the Zoning Board of Appeals and Wetlands Board.

1. Sarah Devereaux for a three-year term as a Zoning Board of Appeals Member to begin immediately.
2. Ellen Kurath for an additional three-year term as a Wetlands Board Member effective immediately.
3. Jim McIntyre for an additional three-year term as a Wetlands Board Member effective immediately.

The motion carried by unanimous vote.

S. MOTION TO APPROVE BASELINE ENVIRONMENTAL ASSESSMENT AND DUE CARE PLAN FOR 9045 MACARTHUR BLVD.- \$4,750.00

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
DECEMBER 18, 2023
PROPOSED MINUTES
PAGE 33**

It was moved by Trustee Lindke supported by Trustee McGill to approve baseline environmental assessment and due care plan for 9045 MacArthur Blvd.

Roll Call:

Ayes: Clerk Findley
Treasurer Lewis
Trustee Lindke
Trustee McGill
Trustee Secrest
Supervisor Schwartz

Nays: None.

Absent: Trustee Caviston

The motion carried by unanimous vote.

T. MOTION TO HIRE A PART-TIME PERSONNEL DIRECTOR

It was moved by Treasurer Lewis supported by Clerk Findley to hire a part-time personnel director.

- Attorney Lucas said that he thinks it is important to identify the role and function of this position.
- Attorney Lucas suggested creating a committee to draft a job description.

It was moved by Clerk Findley supported by Trustee Secrest to appoint Trustee McGill, Trustee Lindke, and Nancy Mason, Assistant Office and Personnel Manager, to a committee to review the desired language for the job posting to hire a part time personnel director.

The motion carried by unanimous vote.

U. MOTION TO APPROVE TOWNSHIP HOLIDAY SCHEDULE 2024

It was moved by Clerk Findley supported by Trustee McGill to approve the Township Holiday Schedule 2024.

- Trustee McGill asked about the eight days office closing for Christmas and New Years in 2024.
- Treasurer Lewis interject that the Treasurer's office will not be closed for all of the days statutorily.

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
DECEMBER 18, 2023
PROPOSED MINUTES
PAGE 34**

- Trustee McGill said she finds it surprising that the office will be closed for that many days and she believes it should be “some activity” in the office.
- Clerk Findley and Supervisor Schwartz agreed that this closure is commensurate with other municipalities.
- Supervisor Schwartz said this was the same under the previous Supervisor Bill McFarlane.

The motion carried by majority vote.

Trustee McGill voted no.

V. MOTION TO APPROVE TOWNSHIP MEETING SCHEDULE 2024

It was moved by Trustee Lindke supported by Trustee Secret to approve the Township Meeting Schedule 2024.

The motion carried by unanimous vote.

**~~W. ADD DISCUSS LETTER FROM EMPLOYEE AS NEW BUSINESS ITEM W.~~
~~X. ADD DISCUSS EMAIL FROM CLERK AS NEW BUSINESS ITEM X.~~**

Motions are tabled unanimously to the January 16, 2024, regular Board Meeting.

12. PLEAS and PETITIONS

- Dana Green, Stamford, asked for a clear public process on how bids are submitted to the Township.
- Ramona Parker-Muhammad, Stamford, questioned why the former Treasurer still has the laptop.
- Trustee McGill asked about a letter of resignation sent to the Board.
- Clerk Findley and Supervisor Schwartz answered that it had been rescinded.
- Sarah Devereux, Hickman Dr., requested that something be in writing in regard to the conservation easement.
- Kelly Goolsby asked about the time for the Washtenaw County Road Commission meeting about Stephens Dr.
- Supervisor Schwartz said they would come to the January meeting to give a presentation and potentially a few minutes earlier.
- Irma Golden, Deputy Supervisor, asked how to get the email updates from the Township website.

13. ADJOURNMENT

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
DECEMBER 18, 2023
PROPOSED MINUTES
PAGE 35**

It was moved by Clerk Findley supported by Trustee McGill that the meeting be adjourned. The motion carried and the meeting adjourned at 9:28 p.m.

Respectfully submitted,

Lynette Findley, Clerk

Kenneth Schwartz, Supervisor

DRAFT

Supervisors Report December 2023

1. Sale of township property: Mahmoud Issa, township resident that has developed many lots on Brittany Drive over the years. He stopped by last week and inquired about buying the lot on Plymouth road that the Township owns. The lot was donated to the township by a developer years ago. I've attached a map and the email. I think we should consider the offer and perhaps get an appraisal and negotiate a sale. This could totally offset the costs of acquiring the Village green from the church.
2. Hyundai: The documents for the funds we hold for the "Geddes Road" Hyundai special assessment district has been reviewed by Ken Palka, Keith Lockie and the conclusion is that the remaining funds are the property of Hyundai. I consulted with our bond counsel, Pat McGow. The entire financing for the road improvement at Leforge and Geddes and for an extension of the water main to serve the Hyundai facility was a little complicated but you can see from the documentation that the funds we're holding were to be paid to Hyundai by Superior at the closing of the bond sale, but it never happened, and Hyundai never requested the funds. I reminding Hyundai several times to ask for an accounting so we could settle with them. They never did. Now Hyundai is requesting the return of the funds plus interest. This isn't really a Board matter, it's administrative; however, we should discuss this at the meeting. I believe they will share some of the funds with the township.
3. Stephens Drive Tanglewood: The WCRC will appear at the January meeting to discuss our request for a traffic calming study for Stephens Drive. In the meantime, the HOA of Tanglewood requested a traffic calming study of Overbrook and Tanglewood Drive. The study indicated that traffic calming was appropriate for Overbrook. I've included the scoring from WCRC for the Tanglewood study. The Board can ask the WCRC to distinguish this study from the prior study of Stephens and request a new study. I see that some of the criteria for traffic calming were changed by the WCRC after the Stephens road study, so maybe these changes will make a difference in the outcome for Stephens. In any event we should impress upon the WCRC our belief that Stephens needs traffic calming.
4. Greg Dill, Washtenaw County Administrator has confirmed the county will grant the Ypsilanti District Library a \$40,000 grant payable to Superior Township to offset the costs of Harris Road construction demanded by the WCRC. The only undefined issue at this point is whether the county is going to condition the grant upon a match by the township by means for debt forgiveness.
5. Road Grading: The WCRC has started to regrade some of the roads in Superior township that are in terrible condition. I've had numerous calls about poor roads.
6. Sidewalks: We are doe for the season with sidewalk construction. We are in the process of sending out bills for work done by the township contractors. Irma has inspected and double

checked which properties were done this year and is compiling a report for the January meeting. The sidewalk program will start again in April. I expect at least two more years of construction before we have all the sidewalks done, maybe a little less time depending on how many residents do their own work.

7. Bazely-Foster drain expansion. I'm meeting with Evan Pratt and Brenda Stumbo on Tuesday December 19th. Ypsilanti Township has requested an expansion of the drain due to flooding issues. An expansion of the drain in Superior is possible to dry out the area on Clark from Prospect to MacArthur. If a drain expansion is necessary or desirable, the township will have to file a petition with the WCWRC in conjunction with a Ypsilanti township petition. I'll keep you informed.
8. On December 11th coffee hour (3 hours) was held at fire station 1 to honor Nik Robson. The coffee hour was well attended by our staff and other fire and police units.
9. Health Care: The annual health care renewal will be presented at the meeting. A request was made to equalize the wellness incentive for all employees. I've included a chart to show the cost of doing that. When we first implemented the wellness incentive Keith consulted with the IRS and w=if we give to one member of a class , we must give the same to each member of he class. We have two classes of employees Union and Nonunion. Each of these class have two subclasses single and family. So to equalize with one set of the nonunion class, we must equalize with all members of the same class i.e., all nonunion workers. The cost would be \$108,000.00 to implement over and above current costs.
10. I'll supplement orally if anything else pops up.

Ken Schwartz

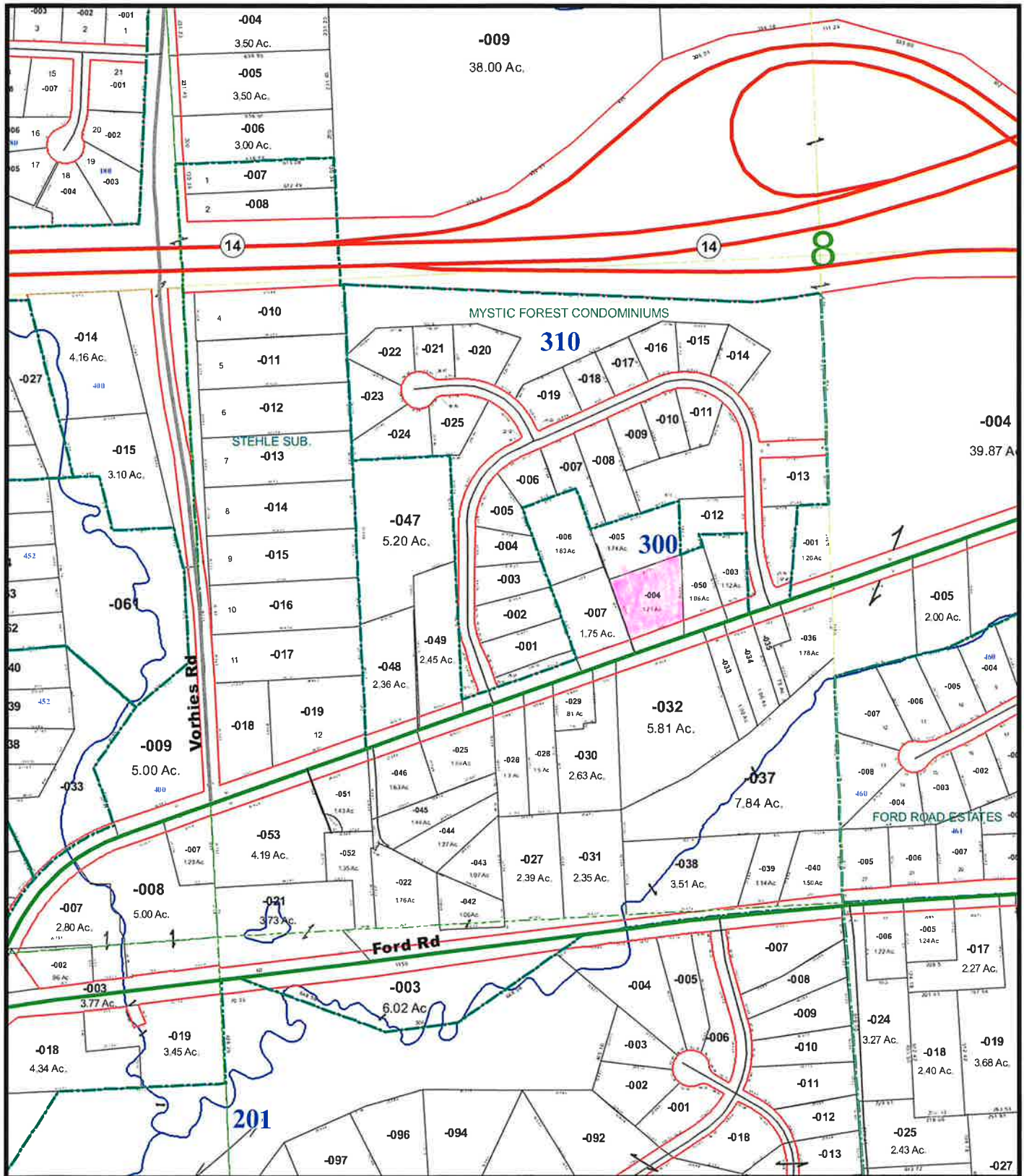
From: Mahmoud issa <mahmoud0501@icloud.com>
Sent: Monday, December 11, 2023 12:54 PM
To: Ken Schwartz
Subject: Parcel in Superior

[You don't often get email from mahmoud0501@icloud.com. Learn why this is important at <https://aka.ms/LearnAboutSenderIdentification>]

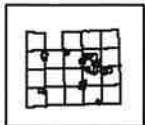
Dear Ken Schwartz,

My name is Mahmoud Issa and I spoke with you last week when I came to pull a permit for my house project. We are super interested in purchasing parcel ID J-10-08-300-004 as we own the neighboring acreage to the property. The total acreage of that parcel 1.71 and when we bought our acre we paid 35,000. Will the township be willing to take 65,000 for the parcel. If there is a price that the township is looking for let me know please.

Thank you for all you've done and continue to do Mahmoud Issa Sent from my iPhone



Location Map



1 inch equals 542.5 feet



Geographic Information System

The information contained in this cadastral map is used to locate, identify and inventory parcels of land in Washtenaw County for appraisal and taxing purposes only and is not to be construed as a "survey description". The information is provided with the understanding that the conclusions drawn from such information are solely the responsibility of the user. Any assumption of legal status of this data is hereby disclaimed.

NOTE: PARCELS MAY NOT BE TO SCALE

GIS Map Print

THIS MAP REPRESENTS PARCELS AT THE TIME OF PRINTING. THE OFFICIAL PARCEL TAX MAPS ARE MAINTAINED SOLELY BY THE WASHTENAW COUNTY EQUALIZATION DEPARTMENT AND CAN BE OBTAINED BY CONTACTING THAT OFFICE AT 734-222-6662.

Date Printed: 08/21/2007



Hyundai America Technical Center, Inc.
6800 Geddes Rd. • Superior Township, MI • 48198
Phone: (734) 337-2500
www.hatci.com

December 7, 2023

Ken Schwartz, Superior Township Supervisor
Superior Charter Township
3040 N. Prospect Road
Superior Township, MI 48198
Phone: (734) 896-3531
Fax: (734) 482-3842
Email: kenschwartz@superior-twp.org

RE: HATCI & HMA -Reimbursements under Road Improvement Agreement dated July 3, 2007

Dear Supervisor Schwartz:

As you know, I am finally going to retire from HATCI this year on December 31, 2023. To that end, it is my intention to finalize any open issues between Superior Township and HATCI regarding development of our facilities related back to 2005.

While we are currently finalizing the STIL and FCIL projects; those activities will continue into next year. Nick Sulla, Esq. will assume the responsibility of the legal functions and you will be dealing with him effective January 1, 2024.

Regarding the HATCI HQ we have only one remaining open issue pertaining to the Second Amendment to Road Improvement Agreement dated July 3, 2007. Specifically, the Township is holding escrow funds in the amount to \$184,311.53. It is my belief that those funds must be released to Hyundai to resolve all obligations of the Agreement. I would like to have those funds released to Hyundai in the current fiscal year and before December 31, 2023, before I retire. I have attached a copy of the subject agreement for your benefit. (see pages 2-3, Article 1.2 Project Costs). This Agreement clearly provides that the:

“Township shall promptly pay such revenue, up to the actual costs of the Improvements, to WCRC and shall reimburse Hyundai for the preliminary engineering costs expended to date, including but not limited to OHM (\$166,000), WCRC (\$8,381 + \$6,765.27), Detroit Edison (\$1,024) YCUA (\$884), MDEQ (\$500), and AT&T (\$757.26) for a total reimbursement of One Hundred Eighty Four Thousand Three Hundred Eleven and 53/100 (\$184,311.53).”

Please contact me to further discuss the issues. I know this issue has lingered on for some time. I am not upset that it took long, just concerned that the Township Board is trying to allocate the subject funds to work not owned by the Township and per the Agreement, are clearly due to Hyundai. I would not object if the Township forgo payment and apply the money as a credit to future 2024 property tax. If that is not possible, I request direct payment to Hyundai America Technical Center, Inc.



Hyundai America Technical Center, Inc.
6800 Geddes Rd. • Superior Township, MI • 48198
Phone: (734) 337-2500
www.hatci.com

To you Ken and the Board directly; I truly value our great relationship and the opportunities I have had in my professional relationship dealing with the community. As the General Counsel of a large company, I was truly blessed to be able to work with government in such a collegial manner. I will always have fond memories of my work with Hyundai and Superior Township. Hyundai is a member of the community not only a business.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Torigian". The signature is written over a light blue rectangular background.

Mark Torigian, Esq.
Director & General Counsel
Hyundai America Technical Center, Inc.
(734) 679-9874
mtorigian@hatci.com

CC:

Lynette Findley, Superior Township Clerk
HATCI - President John Robb
Dan Roof Director and Controller
Zoohyun Chung, HR Manager
Nick Sulla, Associate General Counsel
Hyundai Motor America, General Counsel

SECOND AMENDMENT TO ROAD IMPROVEMENT AGREEMENT

This Second Amendment to Road Improvement Agreement (the "Second Amendment") is dated the 3rd day of July, 2007 and is the second amendment to the Road Improvement Agreement ("Agreement") by and between the **Board of County Road Commissioners of the County of Washtenaw**, a Michigan governmental body corporate, with offices located at 555 Zeeb Road, Ann Arbor, Michigan 48103 ("WCRC"), **Charter Township of Superior**, a Michigan Municipal corporation, with offices at 3040 North Prospect Road, Ypsilanti, Michigan 48198 ("Township"), and **Hyundai KIA America Technical Center, Inc.**, a Michigan corporation ("HATCI") and **Hyundai Motor America**, a California corporation ("HMA"), collectively known as ("Hyundai").

WHEREAS, Hyundai, Township and WCRC entered into a Road Improvement Agreement dated May 21, 2004 (the "Road Improvement Agreement"), regarding certain improvements which Hyundai would make to Leforge Road and Geddes Road located in Sections 28, 29, 32 and 33 of Superior Township in the County of Washtenaw, Michigan; and

WHEREAS, the Road Improvement Agreement has been declared a proper and lawful contract pursuant to MCL 247.651c(e); MSA 9.1097(1c)(e), by the Washtenaw County Circuit Court, as reflected in a Declaratory Judgment entered in Case No. 04-674-CZ, on August 18, 2004; and

WHEREAS, the Road Improvement Agreement provided for the scope of the work to be performed and completed by Hyundai on or before issuance of certificate of final occupancy for the Hyundai KIA America Technical Center, and that time was of the essence in connection with performance under the Road Improvement Agreement; and

WHEREAS, Hyundai, Township, and WCRC entered into a First Amendment to Road Improvement Agreement dated September 19, 2006 (the "First Amendment") which more precisely identified performance of the terms and conditions of the Road Improvement Agreement with regard to completion of Preliminary Engineering, delivery of Security and commencement and completion of the Road Improvements; and

WHEREAS, Hyundai, Township, and WCRC desire further to amend certain provisions of the Agreement and the First Amendment;

NOW, THEREFORE, in consideration of the covenants and agreements contained in this Second Amendment and other good and valuable consideration, the receipt and adequacy of which are hereby acknowledged, Hyundai, Township and WCRC agree as follows:

1. Article 1.1 of the Agreement shall be deleted in its entirety and replaced by the following:

1.1 **Administration and Construction of Road Improvements.** WCRC will assume responsibility for all aspects of administration and construction of the Road Improvements, subject to performance by Hyundai and Township of their respective obligations under the Road Improvement Agreement as amended. WCRC shall, in its sole discretion, retain such contractors and consultants, as it deems appropriate to perform all or part of the Improvements in accordance with WCRC standard practices and procedures and the project scope of Article 1.3 as amended. The performance of the Road Improvements shall include all construction, survey and design work, inspection, testing and construction surveying and staking, utility coordination, WCRC inspection and administrative fees as described in Article 1.9 and sign fees as described in Article 1.10 of the original Agreement. All work shall be performed and completed in accordance with the Road Improvement Plans as described in Article 1.4 of this Second Amendment. WCRC shall not be obligated to commence the Improvements (but may do so in its sole discretion) until such time as all funds required for the performance of the Road Improvements have been paid to WCRC as provided in this Second Amendment.

2. Article 1.2 of the Agreement shall be deleted in its entirety and replaced by the following:

1.2 **Project Costs.** Hyundai shall be responsible for any and all reasonably necessary costs associated with the Road Improvements, as described in Articles 1.1 and 1.4, and including without limitation preliminary engineering, right-of-way acquisition, construction, construction engineering, project administration, inspection and administrative and sign fees, and the legal, administrative and financing costs of WCRC and Township to effectuate this Second Amendment. In no case shall WCRC be obligated to fund any portion of the Road Improvements that are the subject of the Road Improvement Agreement as amended. Hyundai's obligations to pay for all such Project Costs shall be funded as follows:

- (a) Hyundai shall pay to WCRC not later than July 10, 2007 the sum of One Million Dollars (\$1,000,000.00) to be applied against the Project Costs as they are actually incurred and expended by WCRC.
- (b) Immediately upon execution of this Second Amendment by all parties, Township shall take all steps necessary to issue and sell bonds sufficient to generate revenue at least equal to the full Project Costs of the Improvements, as set forth in the engineer's final cost estimate and including a ten percent (10%) contingency fund, plus Hyundai's preliminary engineering costs expended to date in the approximate amount of Two Hundred Thousand Dollars (\$200,000.00), plus issuance costs related to the bonds, less the One Million Dollars (\$1,000,000.00) paid by Hyundai as described in Article 1.2(a). Upon receipt of revenue from sale of the bonds, Township shall promptly pay such revenue, up to the actual costs

of the Improvements, to WCRC and shall reimburse Hyundai for the preliminary engineering costs expended to date, including but not limited to OHM (\$166,000), WCRC (\$8,381 + \$6,765.27), Detroit Edison (\$1,024) YCUA (\$884), MDEQ (\$500), and AT&T (\$757.26) for a total reimbursement of One Hundred Eighty Four Thousand Three Hundred Eleven and 53/100 (\$184,311.53). The proceeds of the bonds shall be deposited into a depository account by the WCRC and such funds, together with any investment earnings thereon, shall be used to pay the costs of the Road Improvements. Township shall further proceed expeditiously to take all steps necessary to create and establish a single-party Special Assessment District ("SAD") in which Hyundai shall be the sole assessed taxpayer, the amounts assessed to be sufficient to retire all of the bonds and pay all of the additional costs incurred by Township in conjunction with the bond issue and the SAD. The SAD shall be established in accordance with the following:

- (i) The SAD shall include, and shall be limited to, those properties owned collectively by Hyundai as depicted on Exhibit A attached hereto.
- (ii) The principal amount of the assessments levied shall be paid in equal annual installments of principal ^{and interest} over ten (10) ^{years} years, payable on December 1, 2007 through 2016. must
- (iii) Township shall have no liability to Hyundai except to use its best efforts to complete the Special Assessment proceedings and issue the Special Assessment bonds. Township has made no guarantees or representations concerning the interest rates at which the bonds will sell or as to whether the bonds will sell. Failure of the bonds to sell and consequent termination of the SAD shall not relieve Hyundai of its obligations to complete the Road Improvements. The parties understand that the bonds may not qualify as tax-exempt.
- (iv) Hyundai represents that it has legal title to all the property to be assessed and will provide to Township a full consent to the SAD proceedings and the amount assessed against Hyundai's properties at the time SAD proceedings are commenced.
- (v) In the event that the Project Costs of the Road Improvements financed by the bonds exceed the amount of the bond proceeds, Hyundai shall be responsible for payment of such costs, but may apply to Township for a supplemental Special Assessment on its property, in which case Township shall use its best efforts to make such a

Special Assessment and sell additional bonds. In the event there is surplus of bond proceeds and investment income from the bonds, such amount shall be applied to repayment of the bonds and Hyundai's assessment shall be reduced accordingly.

- (vi) If the Road Improvements are not substantially completed by December 31, 2007, any portion of the deposit or proceeds from Bonds which have not been expended by WCRC shall be placed in an interest-bearing escrow account to be used by WCRC to complete the Road Improvements, with any earned interest being applied against the Project Costs. Upon completion and final acceptance of the Road Improvements by WCRC and Township, any unexpended funds remaining in the possession of WCRC shall be returned to Township and credited to Hyundai against any future assessments of the SAD applied to repayment of the bonds and Hyundai's assessment shall be reduced accordingly.

3. Article 1.3 of the Agreement shall be amended to add the following:

- 1.3.7 Install an 8 ft. wide, 3 inch thick non-motorized pathway approximately 1 ft. inside of the WCRC's Geddes Road southern 60 ft. half-width right-of-way line along the northern Hyundai America corner parcel line (Tax I.D. No. J-10-32-100-001) starting at the west property line of said parcel extending east approximately 1,166 ft., ending at the west edge of the proposed width of Leforge Road in the southwest quadrant of the Geddes Road and Leforge Road intersection; from there extend said non-motorized pathway south approximately 2,117 ft. along the east property line of said parcel, varying from approximately 1 ft. to 20 ft. inside of the WCRC's Leforge Road western 60 ft. right-of-way, ending at the south property line of said parcel per approved plans.
- 1.3.8 Install approximately 1,260 linear feet of 16 inch DIP watermain with associated appurtenances approximately 15 ft. inside of the WCRC's Geddes Road southern 60 ft. half-width right-of-way line along the northern Hyundai America corner parcel line (Tax I.D. No. J-10-32-100-001), starting at the west property line of said parcel, extending east to connect to the existing water system located inside of the public road easement in the southeast quadrant of the Geddes Road and Leforge Road intersection; also, extend said watermain with associated appurtenances south approximately 2,130 ft. along the east property line of the WCRC's Leforge Road western 60 ft. right-of-way line ending at the south property line of said parcel per approved plans ("Public Water Improvements"). Within thirty (30) days of approval of construction of the Public Water Improvements, Township shall reimburse Hyundai the previously paid

Water Availability Fee of Ninety-Five Thousand Eight Hundred Ninety-Five Dollars (\$95,895.00).

4. Article 1.4 of the Agreement shall be deleted in its entirety and replaced by the following:

1.4 **Road Improvement Plans.** The parties acknowledge that the scope of the Improvements has been defined in final Preliminary Engineering, including plans, specifications, and a detailed progress schedule, prepared by Orchard Hiltz McCliment (OHM Plans dated February 22, 2007), the "Road Improvement Plans"). The parties further acknowledge that by virtue of this Second Amendment it will be necessary to modify the stage construction and detour plans to allow for the complete closure of the Leforge Road and Geddes Road intersection when construction activities are continuing. WCRC shall retain OHM to perform such modifications to revise the Plans to meet WCRC Local Agency project standards, including preparing Preliminary Engineering documents, plans and specifications, and all associated bid documents for the Road Improvements, and to perform such final design engineering services as may be reasonable and necessary to prepare the project for acceptance of bids for the construction contract. The cost of all such services shall be included as a Project Cost to be paid by Hyundai as provided in Articles 1.1 and 1.2.

5. Articles 1.5, 1.6, and 1.7 of the Agreement shall be deleted in their entirety.
6. Article 1.8 of the Agreement, as previously amended, shall be deleted in its entirety and replaced by the following:

1.8 **Security.** The parties acknowledge that Hyundai has been permitted to open and operate its Project pursuant to temporary access permits previously issued by WCRC. Hyundai shall be entitled to continue operations under the existing temporary permits for so long as Hyundai is in compliance with the Road Improvement Agreement as amended. The parties further acknowledge that Hyundai must obtain from WCRC final access permits in order to continue operation of the Project, and that WCRC has lawful authority to refuse issuance of final access permits until the Road Improvements are completed and all of Hyundai's obligations under the Agreement and this Second Amendment have been met. In the event of default by Hyundai of any of its obligations hereunder, or failure to timely pay any Special Assessment levied pursuant to this Second Amendment, WCRC shall be entitled upon thirty (30) days' notice, with right of Hyundai to cure, to revoke any existing permit and/or right of access between Hyundai's property and Geddes Road and/or Leforge Road. This provision recognizes WCRC's existing statutory authority and is acknowledged by Hyundai in lieu of the security previously provided by Article 1.8., as amended. Not later than thirty (30) days after receipt by WCRC of the proceeds of the bond sale, Township shall return to Hyundai the irrevocable letter of credit in the amount of Eight Hundred Thirty Thousand Seven Hundred Dollars (\$835,700) posted as a Restoration guarantee in April 2005.

7. Articles 1.9, 1.10, 1.11, 1.12, and 1.13 of the Agreement shall be deleted in their entirety.
8. Except as set forth in this Second Amendment, the Agreement as amended by the First Amendment shall remain in full force and effect. In the event of any inconsistency, the terms of this Second Amendment shall govern.

IN WITNESS WHEREOF, the parties hereto have executed this Second Amendment by affixing the signatures below, effective as of the date set forth in the caption.

WITNESSED:

Michael L. Fox

Michael L. Fox


Mark A. Torigni

Lay Williams

Carrie Rypa

HYUNDAI MOTOR AMERICA,
a California corporation

By: 
Name: O.S. Koh
Its: President & CEO

By: 
Name: Katherine K. Parker
Its: VP, HR & Administration

HYUNDAI AMERICA TECHNICAL CENTER, INC.,
a Michigan corporation

By: 
Name: Chung Kook Park
Its: President

CHARTER TOWNSHIP OF SUPERIOR,
a Michigan municipal corporation

By: 
William McFarlane, Supervisor

BOARD OF COUNTY ROAD COMMISSIONERS OF WASHTENAW COUNTY,
A Michigan governmental body corporate

By: 
Steven M. Puuri, Managing Director



BENEFICIARY:

CHARTER TOWNSHIP OF SUPERIOR
3040 N. PROSPECT RD.
YPSILANTI, MI 48198

DATE: AUGUST 16, 2021
DATE OF ISSUE: AUGUST 16, 2021
EXPIRATION DATE: AUGUST 16, 2022

WE HEREBY ISSUE OUR IRREVOCABLE STANDBY LETTER OF CREDIT NO. 350313 IN YOUR FAVOR, FOR ACCOUNT OF INFINITY/42400 GRAND RIVER, LLC, FOR A SUM NOT EXCEEDING USD \$244,000.00 [TWO HUNDRED FORTY-FOUR THOUSAND AND 00/100 U.S. DOLLARS] AVAILABLE BY YOUR DRAFT AT SIGHT ON BANK OF ANN ARBOR, 125 S. FIFTH AVE., ANN ARBOR MI 48104 WHEN ACCOMPANIED BY:

1. THE ORIGINAL IRREVOCABLE STANDBY LETTER OF CREDIT NO. 350313.
2. YOUR WRITTEN AND DATED STATEMENT ON BENEFICIARY'S LETTERHEAD SIGNED BY THE BENEFICIARY, INDICATING THE NAME AND TITLE OF THE SIGNER AND REFERENCING THIS LETTER OF CREDIT NUMBER AS FOLLOWS: "WE CERTIFY THAT THE INFINITY/42400 GRAND RIVER, LLC HAS FAILED TO PERFORM OR COMPLY WITH CONDITIONS OF THE AGREEMENT BETWEEN THE PARTIES WITH REGARDS TO PHASE TWO OF THE SITE DEVELOPMENT. THEREFORE, WE ARE ENTITLED TO DRAW IN THE AMOUNT OF USD\$ (SPECIFY AMOUNT) UNDER BANK OF ANN ARBOR STANDBY LETTER OF CREDIT NO. 350313".

ALL DRAFTS DRAWN UNDER THIS CREDIT MUST BE MARKED "DRAWN UNDER BANK OF ANN ARBOR LETTER OF CREDIT NO. 350313".

THIS LETTER OF CREDIT IS SUBJECT TO AND GOVERNED BY THE UNIFORM CUSTOMS AND PRACTICE FOR DOCUMENTARY CREDITS OF THE INTERNATIONAL CHAMBER OF COMMERCE, 2007 REVISION, PUBLICATION 600.

IN THE EVENT THIS LETTER OF CREDIT IS NO LONGER REQUIRED THE ORIGINAL LETTER OF CREDIT AND ALL AMENDMENTS THERETO MUST BE SUBMITTED TO BANK OF ANN ARBOR TOGETHER WITH A SIGNED LETTER ON THE BENEFICIARY'S LETTERHEAD ADDRESSED TO BANK OF ANN ARBOR AGREEING TO ITS CANCELLATION.

WE ENGAGE WITH YOU THAT EACH DRAFT DRAWN UNDER AND IN COMPLIANCE WITH THE TERMS OF THIS CREDIT WILL BE DULY HONORED ON DELIVERY OF THE DOCUMENTS AS SPECIFIED IF PRESENTED AT THIS OFFICE ON OR BEFORE AUGUST 16, 2022.

YOURS VERY TRULY,

A handwritten signature in cursive script that reads "Michelle Desmarais".

MICHELLE DESMARAIS
VICE PRESIDENT

Woodside Village
Rec'd 5/20/2022

**FIRST AMENDMENT TO
IRREVOCABLE STANDBY LETTER OF CREDIT**

Bank of Ann Arbor, a Michigan banking corporation ("Bank") and Charter Township of Superior, a Michigan municipal corporation (the "Beneficiary") hereby confirm that the Credit Amount committed by the Bank to the Beneficiary under the Irrevocable Letter of Credit No: 350313 dated August 16, 2021 (the "Letter of Credit") is as of the date of this Amendment reduced, with the result that the remaining Credit Amount committed by the Bank under the Letter of Credit as of and following the date of this Amendment is Sixty-Five Thousand and 00/100 U.S. Dollars (\$65,000.00).

Dated: 5/17/22

Bank of Ann Arbor

By: Michelle DesMarais
Michelle DesMarais
Vice President

Ken Schwartz

From: KENNETH PALKA <KPALKA@PHPCPA.COM>
Sent: Thursday, December 7, 2023 1:23 PM
To: Keith Lockie
Cc: Ken Schwartz
Subject: Re: Hyundai

Keith and Ken,

Thank you for forwarding the documents re: Hyundai (bond sale and special assessment levied over 12-1-2007 thru 12-1-2016).

You have requested that we review the documents and let you know if we believe the monies remaining from the special assessment after the bonds were paid off, are due back to Hyundai.

You have pointed out page 4, second amendment to the road improvement agreement, (paragraph vi), which states "Upon completion and final acceptance of the Road Improvements by WCRC and Township, any unexpended funds remaining in the possession of WCRC shall be returned to Township, and credited to Hyundai against any future assessments of the SAD applied to repayment of the bonds and Hyundai's assessment shall be reduced accordingly".

The above portion of paragraph vi is specifically dealing with the bond proceeds used to pay for the project costs and not monies collected through the special assessment process.

Based on our understanding, the monies residing at the Township are monies collected from the special assessment which were used to repay the bonds.

I do not see anything in the agreement which addresses the issue of having a surplus from the special assessment monies.

Since Hyundai was the only participant in the special assessment district, as a practical matter, we believe the monies should be returned to Hyundai as long as the project is agreed to be completed with no future costs being anticipated related to the project.

Please keep in mind, we are not attorneys, and this is not legal advice. If you feel legal advice is warranted, we suggest that you communicate with the bonding attorneys involved with this project.

Please call with any questions or further discussion.

Kenneth J. Palka, CPA
Pfeffer, Hanniford & Palka CPA's
225 E. Grand River, Suite 104
Brighton, MI 48116
810-229-5550 office
248-318-2339 cell
810-229-5578 fax

WASHTENAW COUNTY ROAD COMMISSION

Neighborhood Traffic Management Program

Point Assignment



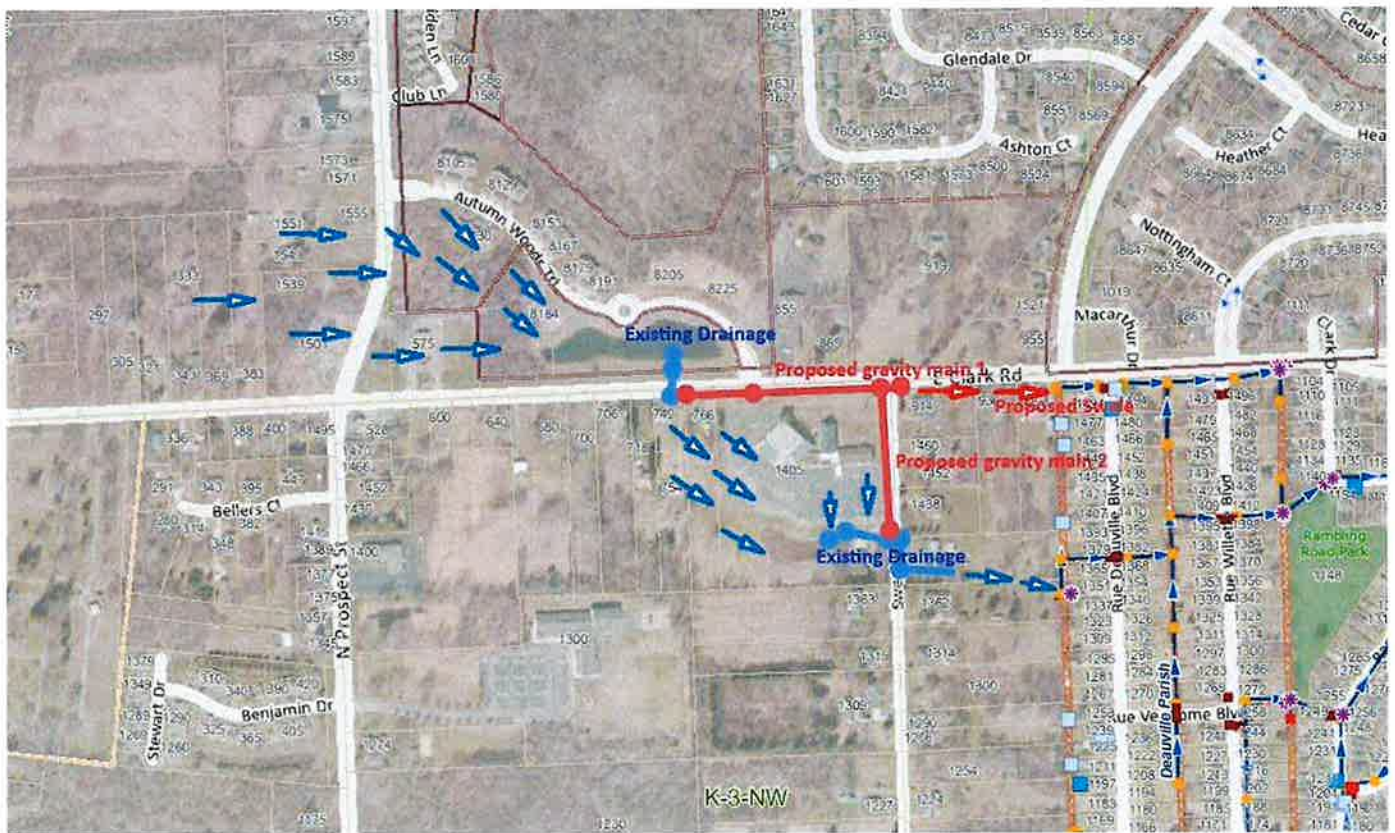
Request Number: SCF #15530863

Date: 12/04/2023

Location	85% speed (mph)	Points	Cut-through traffic	Points	ADT (vpd)	Points	Correctable crashes (3 years)	Points	Schools	Points	Major pedestrian generators	Points	Sidewalk	Points	Total points:
Creekside S of Overbrook	31	4	0%	0	232	0	no	0	no	0	no	0	no	1	5
Overbrook E of Knoll Creek	32	6	0%	0	323	1	no	0	no	0	no	0	no	1	8
Overbrook E of Tanglewood	34	9	0%	0	187	0	no	0	no	0	no	0	no	1	10
Overbrook W of Tanglewood	32	6	0%	0	255	1	no	0	no	0	no	0	no	1	8
Springhill E of Tanglewood	25	0	0%	0	32	0	no	0	no	0	no	0	no	1	1
Tanglewood N of Overbrook	25	0	0%	0	41	0	no	0	no	0	no	0	no	1	1
Tanglewood S of Overbrook	26	1	0%	0	61	0	no	0	no	0	no	0	no	1	2
Tanglewood W of Creekside	34	9	0%	0	159	0	no	0	no	0	no	0	no	1	10

- Drain Name: Bazley Foster
- Drain ID: 8038
- Funding: Chapter 4 Drain, \$15,000 maintenance limit
- Drain Location: Ypsilanti Township and Superior Township
- Location of Issue: N Prospect and E Clark Roads
- Drainage Concern: Existing Detention Basin serving the Autumn Woods Apartments discharges under E Clark Road and freely releases through a piped end section within the public road right-of-way. Run-off drains onto the Victorious Life Church of God parcel, creating frequent ponding situations in the parking area and near the church structure. Flow eventually migrates southerly into second detention basin, which discharges onto private property east of Sweet Road. An open channel conveyance ultimately leads to Deauville Parish Drain, a sub-district of the Bazley Foster Drain.
- Proposed Project: Intercept run-off at E Clark Road with stormwater pipe within road ROW, discharging overland east of Sweet Road to branch of Deauville Parish Drain.

Area Map



Estimated Costs
Bazley Foster Drain

2	pre-construction video documentation	1	LS	\$ 2,500.00	\$ 2,500.00
3	soil erosion and sedimentation control	1	LS	\$ 3,000.00	\$ 3,000.00
4	site clearing	1	LS	\$ 1,250.00	\$ 1,250.00
5	open channel excavation	600	LF	\$ 10.00	\$ 6,000.00
6	storm sewer, CL IV RCP	750	LF	\$ 100.00	\$ 75,000.00
7	catch basin, 4-foot diameter	4	EA	\$ 2,500.00	\$ 10,000.00
8	end section, concrete	1	EA	\$ 1,800.00	\$ 1,800.00
9	private driveway crossing	4	EA	\$ 5,000.00	\$ 20,000.00
10	bituminous road restoration	45	SY	\$ 130.00	\$ 5,850.00
11	miscellaneous plain riprap	10	SY	\$ 220.00	\$ 2,200.00
12	traffic control	1	LS	\$ 5,000.00	\$ 5,000.00
13	seeding, fertilizing, and mulching	1	LS	\$ 2,500.00	\$ 2,500.00
14	cleanup and restoration	1	LS	\$ 2,500.00	\$ 2,500.00
15	catch basin, 4-foot diameter (line 2)	2	EA	\$ 2,500.00	\$ 5,000.00
16	storm sewer, CL IV RCP (line 2)	500	LF	\$ 100.00	\$ 50,000.00
	hydraulic study	1	EA	\$ 7,500.00	\$ 7,500.00
	Engineering Design @ 15%				\$ 21,390.00
	Contract Administration @ 7.5%				\$ 10,695.00
	Construction Management @9%				\$ 12,834.00
	Contingency @ 10%				\$ 25,001.90
	construction cost				\$ 142,600.00
	total estimated cost				\$ 275,020.90
	total estimated cost (with alternative line 2)				\$ 330,020.00