

**CHARTER TOWNSHIP OF SUPERIOR BOARD  
SPECIAL MEETING  
APRIL 18, 2024  
PROPOSED MINUTES  
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**1. CALL TO ORDER**

The special meeting of the Charter Township of Superior Board was called to order by Supervisor Pro Tem Rhonda McGill at 9:03 a.m. on April 18, 2024, at the Superior Charter Township Hall, 3040 North Prospect, Superior Charter Township, Michigan.

**2. ROLL CALL**

The members present were Supervisor Ken Schwartz, Clerk Lynette Findley, Treasurer Lisa Lewis, Trustee Bernice Lindke and Trustee Rhonda McGill.

Absent: Trustee Bill Secrest and Trustee Nancy Caviston

**3. ADOPTION OF AGENDA**

It was moved by Treasurer Lewis supported by Trustee Lindke, to adopt the agenda.

The motion carried by unanimous vote.

**4. CITIZEN PARTICIPATION**

**A. CITIZEN COMMENTS**

- T.C. Collins, the Director of Willow Run Acres gave a brief history on the Charter Township of Superior agreement with Prosite Services to clear the land at the North Harris Road and MacArthur Boulevard farming sites. He expressed concerns regarding the current vendor, Prosite Services, and their capability to carry out the duties required:
  - Take trees down to the surface.
  - Grub six inches below the ground.
  - Take the debris and put it in a pile/grind.

**5. NEW BUSINESS**

The Charter Township of Superior contacted three excavating companies to provide bids for land clearing at two sites: North Harris Rd and MacArthur Boulevard. All bids were to be submitted to the Township Clerk's Office by April 17, 2024, at 4:00 pm.

- Clerk Findley received bids from the following companies:
  1. Diversified Excavating and Site Utilities, LLC.
  2. LaChance Brothers Excavating, LLC.
  3. Prosite Services

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- Supervisor Schwartz indicated that Prosite Services has submitted a new bid.
- Clerk Findley noted the third company, Prosite Services, submitted their bid after 10:00pm on 4/17/24. Clerk Findley and Trustee Lindke also voiced strong concerns about Prosite's integrity and ability to perform the work required.
- Clerk Findley added that Prosite Services continues to submit invoices, which coincidentally have the same date, for work the Township has already paid them to do but Prosite has failed to complete.
- Supervisor Schwartz insists that Prosite has completed the work as instructed at both sites. Supervisor Schwartz said he has no preference but acknowledged Prosite and Diversified have previously completed work for the Township. He has concerns about the Township's liability and where the company plans to discard the grindings.
- Juan Bradford, Parks and Recreation Administrator, informed the Board that walk-throughs with the vendors were conducted on both sites, however, the bids received listed one site address: 1858 Harris Road Ypsilanti, Michigan.
- Trustee Lindke and Treasurer Lewis were able to confirm that although the bids list the single address at 1858 Harris Road Ypsilanti, Michigan, the quotes included the work for both properties.
- Trustee Lindke verified both businesses' legitimacy, LaChance advertised over 50 years of experience and Diversified as a local business that was ready to do the work. Lindke spoke to both businesses regarding their references and confirmed both are professional.
- Trustee Lindke was in favor of Diversified and promised T.C Collins, Director of Willow Run Acres, she was willing to monitor the work.
- Trustee McGill expressed her appreciation of Diversified being prepared to begin the work and making a commitment to the site.
- Diversified will provide proof of insurance documents to Clerk Findley.

It was moved by Trustee Lindke and supported by Trustee McGill to award the contract to Diversified Excavating, LLC.

Roll Call

Ayes:

Trustee McGill  
Trustee Lewis  
Supervisor Schwartz  
Clerk Findley  
Trustee Lindke

Nays: None

Absent: Trustee Caviston and Trustee Secrest

The motion carried by unanimous vote.

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Supervisor Schwartz disclosed to the Board that he had a previous working relationship with Diversified Excavating, LLC. on a personal project. The Board inquired and noted Supervisor's Schwartz relationship with Diversified was over 10 years ago.

**6. ADJOURNMENT**

It was moved by Trustee Lindke and supported by Trustee McGill, that the meeting be adjourned. The motion carried and the meeting adjourned at 9:35 a.m.

Respectfully submitted,

Lynette Findley, Clerk

Kenneth Schwartz, Supervisor