

**CHARTER TOWNSHIP OF SUPERIOR  
REGULAR BOARD MEETING  
SUPERIOR CHARTER TOWNSHIP HALL  
3040 N. PROSPECT, SUPERIOR TOWNSHIP, MI 48198  
FEBRUARY 18, 2025  
7:00 p.m.  
AGENDA**

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. APPROVAL OF AGENDA
5. CITIZEN PARTICIPATION
6. SUPERVISOR COMMENTS
7. PRESENTATIONS
  
8. CONSENT AGENDA
  - A. APPROVAL OF MINUTES
    1. December 12, 2024, Special Meeting (approve with edits)
    2. December 16, 2024, Regular Meeting (approve with edits)
    3. January 21, 2025, Regular Meeting
  
  - B. REPORTS
    1. Supervisor Report
    2. Departmental Reports: Building Department, Fire Department, Parks Commission Minutes, Sheriff's Report, Utility Department, Assessing Department, Planning and Zoning Department (January 2025)
    3. Accounting Report
    4. Monthly Financial Reports, December 2024
  
  - C. COMMUNICATIONS
    1. C2PST
    2. John Mackson Letter
    3. Treasurer Lewis "Thank You" Letter
    4. Answer to Dave Phillips Letter to the Board
    5. EEOC Closure Notice
    6. Land Preservation Event
    7. Garrett's Space Letters
  
9. ITEMS REMOVED FROM THE CONSENT AGENDA
10. UNFINISHED BUSINESS
  - A. Ordinance No. 159, Amending Danbury Park Manor Tax Exemption, Second Reading
  - B. Resolution 2025-02, Approve Appointments to the Board of Review

## 11. NEW BUSINESS

- A. Resolution 2025-07, Resolution to Approve Superior Township Appointment to the Planning Commission
- B. Resolution 2025-08, Resolution to Approve Amended Lease Agreement Between Superior Charter Township Parks and Recreation Commission and Willow Run Acres Regarding Clayhill Community Farm and Garden
- C. Resolution 2025-9, Resolution to Approve the Purchase of Laptops for Election Precinct Use
- D. Resolution 2025-10, Resolution to Approve the Agreement for Rental Housing Certification Consulting Services
- E. Resolution 2025-11, Resolution to Permit the Michigan Department of Natural Resources (MDNR) to Proceed with a Public Hearing and Investigate the Need for Prescribed Hunting and Firearm Controls in Superior Township
- F. Resolution 2025-12, Resolution to Accept Bid with PPM Tree Service and Arbor Care, LLC for Removal of Trees on Geddes Road Between Andover and Wexford for Future Non-Motorized Path Construction
- G. Discussion Regarding Garrett's Space Conservation Easement and Possible Deed Restriction (additional documents will be submitted at the table)
- H. Motion to renumber Resolution 2024-58, entitled, "*Approve the Updated Policy and Procedure for the Use and Operation of Township Pool Vehicles, Township-Owned Vehicles, and the Use of Private Vehicles for Township Business*" to 2024-58A, and the Resolution entitled "*Adopting General Appropriations Act Millage Rates for 2025*" is renumbered 2024-58B.
- I. Motion to renumber Resolution 2024-59, entitled "*Approving Garrett Space Development Agreement*", to 2024-59A, and the Resolution entitled "*Adopting General Appropriations Act: 2025 Budgets for All Funds*" is renumbered 2024-59B.
- J. Motion to renumber Resolution 2024-60, entitled "*Establishing and Appointing Members to the Zoning Ordinance Rewrite Steering Committee*", to 2024-60A, and the Resolution entitled "*Reporting of Township Controller to the Township Clerk*" is renumbered 2024-60B.
- K. Motion to renumber Resolution 2024-61, entitled "*Approving Purchase of Heavy-Duty Equipment for the Utility Department*", to 2024-61A, and the Resolution entitled "*Approving the Purchase of Fire Nozzles and Appliances Using FEMA Assistance to Firefighters Grant Funds*" is renumbered 2024-61B.
- L. Motion to renumber Resolution 2024-62, entitled "*Sale of Trailer-Mounted Generator for the Utility Department*", to 2024-62A, and the Resolution entitled "*Allocating Remaining ARPA Funds*" is renumbered 2024-62B.
- M. Motion to renumber Resolution 2024-63, entitled "*Approving the Replacement Fence for Prospect Pointe Lift Station*", to 2024-63A, and the Resolution entitled "*Affirming the Salary of the Clerk*" is renumbered 2024-63B.
- N. Motion to renumber Resolution 2024-64, entitled "*Accepting the Michigan Natural Resources Trust Fund Grant Agreement for the Superior Greenway Nature Preserve Acquisition*", to 2024-64A, and the Resolution entitled "*Affirming the Salary of the Treasurer*" is renumbered 2024-64B.



12. BILLS FOR PAYMENT AND RECORD OF DISBURSEMENTS
13. PLEA'S AND PETITIONS
14. ADJOURNMENT

Angela Robinson, Clerk, Superior Township, 3040 N. Prospect, Superior Township, MI 48198  
Telephone: 734-482-6099; [Email: arobinson@superior-twp.org](mailto:arobinson@superior-twp.org)

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**CHARTER TOWNSHIP OF SUPERIOR BOARD  
SPECIAL MEETING  
DECEMBER 12, 2024  
APPROVED MINUTES  
PAGE 1**

**1. CALL TO ORDER**

The special meeting of the Charter Township of Superior Board was called to order by the Supervisor Emily Dabish Yahkind at 6:00 p.m. on December 12, 2024, at the Superior Charter Township Hall, 3040 North Prospect, Superior Charter Township, Michigan.

**2. ROLL CALL**

The members present were Supervisor Emily Dabish Yahkind, Clerk Angela Robinson, Treasurer Lisa Lewis, Trustee Dana Greene, Trustee Brenda Mckinney and Trustee Ken Schwartz.

Absent: Trustee Sarah Devereaux

**3. ADOPTION OF AGENDA**

It was moved by Supervisor Dabish Yahkind and supported by Trustee Ken Schwartz to adopt the agenda.

The motion carried by unanimous vote.

**4. CITIZEN PARTICIPATION**

**A. CITIZEN COMMENTS**

- Bernice Lindke commended Supervisor Dabish Yahkind for revising the November 20, 2024, budget and preventing significant depletion of the undesignated fund balance. She suggested the 1.0 FTE supervisor assistant position be compensated similarly to other assistants. Lindke noted that during her tenure, an assistant was brought on as needed, and neither Supervisor Schwartz nor McFarlane had a full-time deputy or assistant. Lindke also addressed the financial commitment of the Rock Property, with annual principal and interest payments of \$190,000, and emphasized the need to balance this expense with benefits to the community. She also urged attention to the Tree Preservation Fund.
- Rickey Harding, Supervisor of the Superior Township Utilities Department, addressed income discrepancies between regular employees and other staff, noting that a promised 3.5% increase was impacted by budget issues beyond their control. He requested that trustees visit the department to better understand how utility funds, such as water and sewer tap fees, are managed, stressing that the utility department should be separated from other budget categories. Harding also suggested exploring union representation for employees.

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**5. PUBLIC HEARING ON TRUTH AND TAXTION**

It was moved by Supervisor Yahkind and supported by Treasurer Lewis to open the public hearing.

- Bernice Lindke resident addressed several financial matters, starting with the Rock Property budget, which exceeds \$189,000. She suggested directing the equity from this funding to the Parks and Recreation Department to benefit the community, like the previous use of ARPA funds. Lindke also emphasized the need to review the Tree Preservation Fund and track its allocations.

Lindke discussed the importance of having a controller who can educate the board on the Law Enforcement Fund, which currently holds nearly \$3 million in undesignated funds, and help the board better understand and utilize these resources.

Additionally, Lindke proposed creating an administrative cost allowance or cost center to allocate administrative expenses across other funds, potentially alleviating pressure on the general fund. She also noted the township controller's pay rate and suggested that previous board spending on pathways should be considered when evaluating employee salary increases and potential wage cuts.

**A. RESOLUTION 2024-58, ADOPTING GENERAL APPROPRIATIONS ACT  
MILLAGE RATES FOR 2025**

The resolution was moved by Trustee McKinney and supported by Trustee Schwartz.

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

**RESOLUTION ADOPTING GENERAL APPROPRIATIONS ACT  
MILLAGE RATES FOR 2025**

**RESOLUTION NUMBER: 2024-58**

**DATE: NOVEMBER 18, 2024**

**WHEREAS:** The Charter Township of Superior Board of Trustees has carefully reviewed the Township's current and projected financial needs, and

**WHEREAS:** The Board of Trustee's recognizes its responsibility to the citizens of the Charter Township of Superior to carefully monitor the Township funds and provide necessary revenue to offset proposed expenditures, and

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**WHEREAS:** The auditors suggested that millage rates for revenue should be by resolution.

**NOW, THEREFORE BE IT RESOLVED** that the Charter Township of Superior Board of Trustees adopts the millages on the attachment by Resolution.

	TAXABLE VALUE	MILLAGE	TOTAL TAX REVENUE
<b>GENERAL</b>			
REG	\$897,591,028	0.7974	\$715,739
IFT	\$25,954,008	0.3987	\$10,348
<b>FIRE</b>	Voter-Approved		
REG	\$897,591,028	3.4933	\$3,135,555
IFT	\$25,954,008	1.7466	\$45,331
<b>LAW</b>	Voter-Approved		
REG	\$897,591,028	2.7447	\$2,463,618
IFT	\$25,954,008	1.3723	\$35,617

**CERTIFICATION STATEMENT**

I, Angela Robinson, 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 special meeting of the Charter Township of Superior Board held on December 12, 2024 and that public notices of said meeting were given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended.

  
Angela Robinson, Township Clerk

12.12.24  
Date Certified

Roll Call:  
Ayes: Supervisor Dabish Yahkind  
Trustee Greene  
Treasurer Lewis  
Trustee McKinney  
Clerk Robinson  
Trustee Schwartz  
Nays: None.

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The motion carried by unanimous vote.

**B. RESOLUTION 2024- 59, ADOPTING GENERAL APPROPRIATIONS ACT: 2025  
BUDGETS FOR ALL FUNDS**

The resolution was moved by Trustee McKinney and supported by Trustee Schwartz.

- Supervisor Dabish Yahkind addressed concerns regarding the current budget, explaining that the initial proposal was not intended to impact the anticipated 3.5% raise for staff. However, during the end-of-year adjustments, it was discovered that the general fund reserve was significantly lower than expected—around \$300,000.00 instead of the projected \$1.6 million. This discrepancy raised serious concerns, especially considering that the November budget presented a \$400,000.00 deficit spending, which was deemed unsustainable. Despite efforts to balance the budget, the township continues to face deficit spending. Supervisor Dabish Yahkind highlighted significant cost increases, including a 14.1% rise in healthcare and a 38% increase in liability insurance due to ongoing claims, which have not been fully reflected in the budget. With the annual tax base growth limited to 2-4%, and 47% of the general fund already allocated to salaries and associated health services, there is limited flexibility for a contingency fund or public programming. In September, the township controller indicated adjustments to the general fund reserve would be necessary, and it is now projected that the reserve, which was \$1.6 million last year, will be closer to \$300,000 by year-end. The proposed budget still reflects a \$50,000.00 deficit, which will rise to approximately \$60,000.00 once healthcare costs are fully accounted for. The 2% employee raises align with federal employee increases. In collaboration with the controller, Supervisor Dabish Yahkind explored creative solutions, such as adjusting utility billing, rent, and building costs across departments, to manage the budget and stabilize reserves. While the spending on various special projects contributed to the current financial position, these efforts have helped mitigate further strain, resulting in the budget proposal presented.
- The controller, available by phone, outlined the following key points: At the beginning of 2023, the projected deficit was \$1.8 million, with a current projection of \$1.3 million deficit, reserves are expected to total \$500,000 by year-end. The healthcare savings plan will increase from \$300 to \$316. Healthcare premiums and liability insurance have risen by 38.8%. Significant spending has occurred on special projects, as well as large increases for some employees and trustees, including benefits and certifications previously not provided by the township. The education bonus, which affects staff salaries, will remain unchanged. He clarified that the budget does not reflect increases of the insurance, and the situation may be more severe than previously projected.
- Trustee McKinney confirmed that the current balance of the general fund at the end of the year stands at \$500,000, following projected losses. Trustee McKinney also inquired whether any cuts could help reduce the deficit.



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- The Controller advised that a potential area for cost reduction would be to reassess future hires.
- Trustee McKinney recommended that the board implement a freeze on hiring and salary increases, except for fire, for all salaries affecting the general fund until a comprehensive evaluation could be completed, noting the current township deficit.
- Clerk Robinson reminded the board of the budget deadline, December 15, 2024.
- Trustee Dana Greene acknowledged COLA expense cuts and questioned why non-union employees, despite the Utilities Department's independent operation, have been treated uniformly. He explained that the Fire Department's 5% raise, compared to the 2% for other employees, was due to their contract employee status. He inquired about the \$680,000 in grant funds, which was explained to be receivable for the pathways project.
- Trustee Schwartz underscored the importance of effectively managing expenditures. On the revenue side. He explained the tax base experienced a 7.2% growth. Additionally, the completion of Woodside Village and Prospect Pointe West should contribute approximately \$300,000 to the tax roll, with expectations for continued growth throughout the year.

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

**RESOLUTION ADOPTING GENERAL APPROPRIATIONS ACT: 2025  
BUDGETS FOR ALL FUNDS**

**RESOLUTION NUMBER: 2024-59**

**DATE: DECEMBER 12, 2024**

**WHEREAS**, the Charter Township of Superior Board of Trustees has carefully reviewed the Township's current and projected financial needs, and

**WHEREAS**, the Charter Township of Superior Board of Trustees recognizes its responsibility to the citizens of Superior Township 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 considered the projected revenues and expenditures for the coming year, and


**NOW, THEREFORE, BE IT RESOLVED** that the Charter Township of Superior Board of Trustee's adopt the proposed budgets for the 2025 calendar year: the General Fund Budget by activity dated December 12, 2024, the Fire fund Budget dated December 12, 2024, the Building Fund budget dated December 12, 2024, the Law Fund budget dated December 12, 2024, the Park Fund Budget dated December 12, 2024, the Utility Fund Budget dated December 12, 2024, The Streetlight Budget dated December 12, 2024, and the Side Street Maintenance fund budget dated December 12, 2024. The Board agrees to approve the following table:

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Fund	Revenues	Expenditures	Transfers	Appropriations
General	\$2,776,004	\$2,425,485	\$412,338	\$61,819
Fire	\$3,462,486	\$2,879,002	\$583,484	-0-
Law Enforcement	\$2,980,769	\$2,124,033	\$856,736	-0-
Building	\$571,100	\$387,532	\$183,568	-0-
Parks	\$437,538	\$522,538	-0-	\$85,000
Streetlights	\$26,500	\$26,500	-0-	-0-
Side Street Maint.	\$93,700	\$93,700	-0-	-0-
Amer. Rescue Plan	\$703,413	\$703,413	-0-	-0-
Utilities	\$5,144,861	\$4,879,800	\$265,061	-0-
Legal Defense	-0-	20,000	-0-	\$20,000

**CERTIFICATION STATEMENT**

I, Angela Robinson, 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 special meeting of the Charter Township of Superior Board held on December 12, 2024 and that public notices of said meeting were given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended.

  
 \_\_\_\_\_  
 Angela Robinson, Township Clerk

12.12.24  
 Date Certified

**Roll Call:**

- Ayes: Supervisor Dabish Yahkind
- Trustee Greene
- Treasurer Lewis
- Trustee McKinney
- Clerk Robinson
- Trustee Schwartz

Nays: None.

The motion carried by unanimous vote.

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**6. ADJOURNMENT**

It was moved by Clerk Robinson supported by Treasurer Lewis that the meeting be adjourned. The motion carried and the meeting adjourned at 6:56p.m.

Respectfully submitted,

Angela Robinson, Clerk

Emily Dabish Yahkind, Supervisor

**CHARTER TOWNSHIP OF SUPERIOR BOARD  
REGULAR MEETING  
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**1. CALL TO ORDER**

The regular meeting of the Charter Township of Superior Board of Trustees was called to order by Supervisor Emily Dabish Yahkind at 7:00 p.m. on December 16, 2024, at the Superior Charter Township Hall, 3040 North Prospect, Superior Charter Township, Michigan.

**2. PLEDGE OF ALLEGIANCE**

Supervisor Dabish Yahkind led the assembly in the Pledge of Allegiance.

**3. ROLL CALL**

The board members present included Supervisor Emily Dabish Yahkind, Clerk Angela Robinson, Treasurer Lisa Lewis, Trustee Sarah Devereaux, Trustee Dana Greene, Trustee Brenda McKinney, and Trustee Ken Schwartz.

Absent: None

**4. ADOPTION OF AGENDA**

A motion was made by Trustee McKinney and supported by Trustee Devereaux to adopt the agenda.

The motion carried unanimously.

**5. CITIZEN PARTICIPATION**

**A. CITIZEN COMMENTS**

- **Brenda Baker** (Ashton Court) provided an update from the Committee to Promote Superior Township. She discussed communication updates, including an annual letter and a monthly infographic available to the public. She highlighted the importance of social media engagement for township alerts.
- **YDL Library Team** values their partnership with Superior Township and gave an overview of the services, infrastructure, and activities they provide for the community. Some recent developments include a new interactive children's play area at the Superior branch and a full-time social worker to be split between the Superior and Michigan Avenue branches.
- **Mrs. Muhammad** raised concerns about retaining the same auditing firm for over 20 years. Argued for soliciting bids to meet the June 30, 2025, state timeline and for considering a one-year contract.

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- **Jan Piert** supports the need for new auditors to ensure transparency and fresh perspectives.
- **Bernice Lindke** (Alan Mark Dr) expressed concerns about the controller's attendance and the need for timely financial updates.
- **Kelly Goolsby**, Community Health Worker, requested better maintenance and potential demolition of Sycamore Meadows due to chronic issues with blight. She urged the board to revisit building inspections.
- **Irma Golden** (Sheffield Dr) addressed allegations made against her during the election campaign, clarifying her background and actions.
- **Latasha Golden** (Sheffield Dr) provided further context and refuted allegations of dishonesty and defamation against Irma Golden.
- **Donovan Golden** (Sheffield Dr) provided further context and refuted allegations of dishonesty and defamation against Irma Golden.
- **Joshua Golden** (Sheffield Dr) questioned how elected officials and candidates could provide township legal documents to attorneys and newspaper outlets.
- **Curtis Freeman** expressed concerns about the two-minute limit for public comments.
- **Rhonda McGill** (Barrington Dr) expressed concerns about the two-minute limit for public comments.
- **Jerry Clifton** (Pine Ct) questioned the board's willingness to hear public complaints because of the two-minute time constraint on public comments.
- **Bill Secrest** (Cherry Hill Rd) thanked the board and residents for the opportunity to serve the community. His biggest gift serving was getting to know the people South of Geddes Rd. He highlighted the work of Rhonda McGill with the Southeast Michigan Land Conservancy.

**B. SUPERVISOR COMMENTS**

- Supervisor Dabish Yahkind thanked the Ypsilanti District Library team for their service to the community and she looks forward to more opportunities to work with them. Addressing concerns about the controller, she stated whether remote or not Mr. Lockie has been a great educator and thanked him for his service. Regarding Sycamore Meadows, Supervisor Dabish Yahkind recognized the significant issues affecting underserved residents in this area and stressed cross-departmental efforts to address them. She also invited collaboration with the Washtenaw County Health Department to identify actionable policies to better serve these populations. She went on to address the two-minute cap for public comments, stating that it was hard to capture unique perspectives and issues during the board meeting and she intended to go neighborhood by neighborhood to discuss in smaller forums the issues Superior

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Township residents are experiencing. Lastly, Supervisor Dabish Yahkind expressed her disappointment over the comments made against her integrity.

- Trustee McKinney thanked the Utility department and Superintendent Rickey Harding for moving quickly to ensure the safety of the residents by removing the fallen Oak Brook sign out of the road right-of-way.
- Trustee Greene thanked everyone in the room, expressing hope that strong board meeting attendance will continue throughout his term. Trustee Greene went on to acknowledge the difficulty of capturing all thoughts during the two-minute comment period but stressed the importance of listening to the community suggesting that the two-minute time limit may need reconsideration. He also highlighted the dire living conditions at Sycamore Meadows and other nearby communities, emphasizing the need for the board to take action. Lastly, Trustee Greene reminded board members to treat citizens with respect, regardless of any comments made.

**6. CONSENT AGENDA**

A motion was made by Trustee Schwartz and supported by Treasurer Lewis to approve the Consent Agenda with the following amendments:

1. Removal of the following reports:
  - A. Fire Report
  - B. Utility Report
  - C. Controller's Report
2. Correction of Minutes:
  - A. November 20, 2024, Regular Meeting

The motion carried unanimously.

- A. **APPROVAL OF MINUTES**
  1. **NOVEMBER 20, 2024, REGULAR MEETING**
- B. **REPORTS**
  1. **BUILDING DEPARTMENT**
  2. **FIRE DEPARTMENT**
  3. **PARKS COMMISSION MINUTES**
  4. **PLANNING AND ZONING REPORT**
  5. **UTILITY DEPARTMENT**
  6. **ASSESSING DEPARTMENT**
  7. **SHERIFF'S DEPARTMENT**



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**8. CONTROLLER'S REPORT**

**9. MONTHLY FINANCIAL REPORTS, OCTOBER & NOVEMBER**

**C. COMMUNICATIONS**

**1. COMMITTEE TO PROMOTE SUPERIOR TOWNSHIP (C2PST)**

**7. NEW BUSINESS**

**A. RESOLUTION 2024-63, AFFIRM SALARY OF THE CLERK**

A motion was made by Trustee Schwartz and supported by Trustee Mckinney to approve the resolution.

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

**RESOLUTION TO AFFIRM THE 2025 SALARY OF  
CHARTER TOWNSHIP OF SUPERIOR CLERK**

**RESOLUTION NUMBER: 2024-63**

**DATE: DECEMBER 16, 2024**

**WHEREAS**, the Charter Township of Superior Board of Trustees approved the 2025 budgets for all funds on December 16, 2024, 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 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 \$101,391 which is two percent (2.0%) higher in 2025 than her compensation of \$99,403 in 2024 as listed in the 2025 budget adopted by the Charter Township of Superior Board of Trustees.

**CERTIFICATION STATEMENT**

I, Angela Robinson, 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 16,

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2024 and that public notices of said meeting were given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended.

  
Angela Robinson, Township Clerk

1.23.25  
Date Certified

Roll Call: Dabish Yahkind – Yes, Lewis – Yes, Devereaux – Yes,  
Greene – Yes, McKinney – Yes, Schwartz – Yes, Robinson- No

The motion carried 6 to 1.

**B. RESOLUTION 2024-64, AFFIRM SALARY OF THE TREASURER**

A motion was made by Trustee Devereaux and supported by Trustee Mckinney to approve the resolution.

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

**RESOLUTION TO AFFIRM THE 2025 SALARY OF  
THE CHARTER TOWNSHIP OF SUPERIOR TREASURER**

**RESOLUTION NUMBER: 2024-64**

**DATE: DECEMBER 16, 2024**

**WHEREAS**, the Charter Township of Superior Board of Trustees approved the 2025 budgets for all funds on December 16, 2024, 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.

**NOW, THEREFORE, BE IT RESOLVED** that compensation for the Treasurer be \$101,391.00 which is *two percent (2.0%)* higher in 2025 than her compensation of \$99,403.00 in 2024 as listed in the 2025 budget adopted by the Charter Township of Superior Board of Trustees.

**CHARTER TOWNSHIP OF SUPERIOR BOARD  
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**CERTIFICATION STATEMENT**

I, Angela Robinson, 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 16, 2024 and that public notices of said meeting were given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended.

  
Angela Robinson, Township Clerk

1-23-25  
Date Certified

Roll Call: Dabish Yahkind – Yes, Lewis – Yes, Devereaux – Yes,  
Greene – Yes, McKinney – Yes, Schwartz – Yes, Robinson - No

The motion carried 6 to 1.

**C. RESOLUTION 2024-65, AFFIRM SALARY OF THE SUPERVISOR**

A motion was made by Trustee Schwartz and supported by Treasurer Lewis to approve the resolution.

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

**RESOLUTION TO AFFIRM THE 2025 SALARY OF THE CHARTER TOWNSHIP OF  
SUPERIOR SUPERVISOR**

**RESOLUTION NUMBER: 2024-65**

**DATE: DECEMBER 16, 2024**

**WHEREAS**, the Charter Township of Superior Board of Trustees approved the 2025 budgets for all funds on December 16, 2024, 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.

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**NOW, THEREFORE, BE IT RESOLVED** that compensation for the Supervisor to be \$102,373.00 which is *two percent (2.0%)* higher in 2025 than their compensation of \$100,366.00 in 2024 as listed in the 2025 budget adopted by the Charter Township of Superior Board of Trustees.

**CERTIFICATION STATEMENT**

I, Angela Robinson, 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 16, 2024 and that public notices of said meeting were given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended.

  
\_\_\_\_\_  
Angela Robinson, Township Clerk

1.23.25  
\_\_\_\_\_  
Date Certified

Roll Call: Dabish Yahkind – Yes, Lewis – Yes, Devereaux – Yes,  
Greene – Yes, McKinney – Yes, Schwartz – Yes, Robinson – No

The motion carried 6 to 1.

**D. RESOLUTION 2024-66, AFFIRM THE 2025 SALARIES OF THE NON-UNION EMPLOYEES**

It was moved by Trustee McKinney and supported by Trustee Lewis to approve the resolution.

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

**RESOLUTION AFFIRMING THE SALARIES OF ALL NON-UNION EMPLOYEES OF  
THE CHARTER TOWNSHIP OF SUPERIOR FOR THE 2025 BUDGET**

**RESOLUTION NUMBER: 2024-66**

**DATE: DECEMBER 16, 2024**

**WHEREAS**, the Superior Charter Township Board of Trustees approved the 2025 budgets for all funds on December 16, 2024, and,

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

**CHARTER TOWNSHIP OF SUPERIOR BOARD  
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**WHEREAS**, the Township auditors have requested that the compensation for the employees be approved by the Board of Trustees by resolution; and,

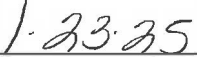
**WHEREAS**, the residents of Superior Township continue to receive service that reflects positively on the employees, officials, and trustees of the Township.

**NOW, THEREFORE, BE IT RESOLVED** that compensation for all full-time and part-time non-union employees be *two percent (2.0%)* higher in 2025 than their compensation in 2024 except as otherwise set by the 2025 budget.

**CERTIFICATION STATEMENT**

I, Angela Robinson, 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 16, 2024 and that public notices of said meeting were given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended.

  
\_\_\_\_\_  
Angela Robinson, Township Clerk

  
\_\_\_\_\_  
Date Certified

Roll Call: Dabish Yahkind – Yes, Lewis – Yes, Devereaux – Yes, McKinney – Yes, Schwartz – Yes, Robinson – Yes, Greene -No

The motion carried 6 to 1.

**E. RESOLUTION 2024-67, APPROVE THE ADMINISTRATIVE STAFF TO PURCHASE MEDICAL, DENTAL, AND VISION INSURANCE FOR EMPLOYEES OF THE TOWNSHIP.**

A motion was made by Trustee Greene and supported by Trustee McKinney to approve 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: 2024-67**

**CHARTER TOWNSHIP OF SUPERIOR BOARD  
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**DATE: DECEMBER 16, 2024**

**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, 2024; 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 \$1,650.00 health care plan, the Delta Dental Premier dental insurance plan and the VSP vision plan for 2025 with a total health care premium cost to the township of approximately \$469,237.32 with an effective term of January 1, 2025, through December 31, 2025: 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 \$66,550.03.

**WHEREAS**, Charter Township of Superior will offer its employees a wellness bonus in 2025 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 \$688,787.35.

**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, Angela Robinson, 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 16, 2024 and that public notices of said meeting were given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended.



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Angela Robinson, Township Clerk

1-23-25  
Date Certified

Roll Call: Dabish Yahkind – Yes, Robinson – Yes, Lewis – Yes, Devereaux – Yes,  
Greene – Yes, McKinney – Yes, Schwartz – Yes

The motion carried unanimously.

**F. RESOLUTION 2024-68, APPROVE TO SET RATE OF EMPLOYER CONTRIBUTION  
TO THE MERS HEALTH CARE SAVINGS PROGRAM FOR NON-UNION AND  
UNION EMPLOYEES**

A motion was made by Trustee McKinney and supported by Trustee Schwartz to approve 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: 2024-68**

**DECEMBER 16, 2024**

**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 \$450.00 per month in 2025; and does hereby establish the monthly contribution for non-union employees in the amount of \$315.00 per month in 2025.

**CERTIFICATION STATEMENT**

I, Angela Robinson, 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 16,

**CHARTER TOWNSHIP OF SUPERIOR BOARD  
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2024 and that public notices of said meeting were given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended.

  
\_\_\_\_\_  
Angela Robinson, Township Clerk

1-23-25  
\_\_\_\_\_  
Date Certified

Roll Call: Dabish Yahkind – Yes, Robinson – Yes, Lewis – Yes, Devereaux – Yes,  
Greene – Yes, McKinney – Yes, Schwartz – Yes

The motion carried unanimously.

**G. RESOLUTION 2024-69, HEALTH CARE SAVINGS PROGRAM FOR INDIVIDUAL EMPLOYEES**

A motion was made by Clerk Robinson and supported by Trustee Schwartz to approve the resolution.

**SUPERIOR CHARTER TOWNSHIP  
WASHTENAW COUNTY, MICHIGAN**

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

**RESOLUTION NUMBER: 2024-69**

**DATE: DECEMBER 16, 2024**

**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 2024 not to amend the amount withheld and continue to contribute at the rate of 3% for and the union groups decided to amend their amount to 3% of their gross pay; and,

**WHEREAS**, the following employees hired prior to November 1, 2011, have requested a change in the amount they contribute to their HCSP for fiscal 2025 heretofore.

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NAME		New Rate
French, Jeffrey	<b>Fire Union Health Option #1</b>	<b>2%</b>
Bach, Shaun	<b>Fire Union Health Option #1</b>	<b>0%</b>

**NOW, THEREFORE, BE IT RESOLVED** that a new MERS Health Care Savings Plan Participation Agreement be created for each above employee with the employee contribution rates for 2025 as indicated above, with all other provisions of their current existing MERS Health Care Savings Plan Participation Agreement to remain the same.

**BE IT FURTHER RESOLVED** that any fulltime employee, upon termination or separation from Superior 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, Angela Robinson, 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 16, 2024 and that public notices of said meeting were given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended.

  
Angela Robinson, Township Clerk

1.23.25  
Date Certified

Roll Call: Dabish Yahkind – Yes, Robinson – Yes, Lewis – Yes, Devereaux – Yes, Greene – Yes, McKinney – Yes, Schwartz – Yes

The motion carried unanimously.

**H. RESOLUTION 2024-70, OPT-OUT PA 152-2024**

A motion was made by Trustee Devereaux and supported by Trustee Schwartz to approve the resolution.

**CHARTER TOWNSHIP OF SUPERIOR BOARD  
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**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: 2024-70**

**DATE: DECEMBER 16, 2024**

**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, Angela Robinson, 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 16, 2024 and that public notices of said meeting were given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended.

  
\_\_\_\_\_  
Angela Robinson, Township Clerk

1.23.25  
\_\_\_\_\_  
Date Certified

Roll Call Vote: Dabish Yahkind – Yes, Robinson – Yes, Lewis – Yes, Devereaux – Yes, Greene – Yes, McKinney – Yes, Schwartz – Yes

The motion carried unanimously.

**CHARTER TOWNSHIP OF SUPERIOR BOARD  
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**I. RESOLUTION 2024-71, RESOLUTION TO MOVE THE SUPERVISION AND  
OVERSIGHT OF THE UTILITY DEPARTMENT TO THE TOWNSHIP SUPERVISOR**

A motion was made by Trustee Schwartz and supported by Treasurer Lewis to approve the resolution.

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

**RESOLUTION TO MOVE THE SUPERVISION AND OVERSIGHT OF THE UTILITY  
DEPARTMENT TO THE TOWNSHIP SUPERVISOR**

**RESOLUTION NUMBER: 2024 -71  
DATE: DECEMBER 16, 2024**

**WHEREAS**, the Board of Trustees (Board) of the Charter Township of Superior wishes to move the supervision and oversight of the Utilities Department from the Utility Department Superintendent and Utility Department Director positions; and,

**WHEREAS**, section 42.10 of the State of Michigan Charter Township Act provides the Township Board with the power to delegate certain duties of the Township; and,

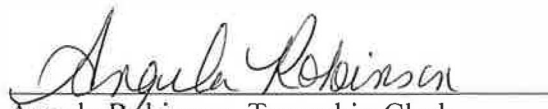
**WHEREAS**, the Board wishes to delegate supervision of the Utility Department to the Township Supervisor;


**WHEREAS**, the Board wishes to reassign the following functions and duties to the Supervisor: 1) managing and supervising the operation of all Township utilities, and 2) seeing that all terms and conditions imposed in favor of the Township or its inhabitants in any public utility franchise, or in any contract, are faithfully kept and performed.

**NOW, THEREFORE, BE IT RESOLVED** that the Utilities Department will report directly to the Supervisor.

**CERTIFICATION STATEMENT**

I, Angela Robinson, 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 16, 2024 and that public notices of said meeting were given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended.

  
Angela Robinson, Township Clerk

  
Date Certified

**CHARTER TOWNSHIP OF SUPERIOR BOARD  
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Roll Call Vote: Dabish Yahkind – Yes, Lewis – Yes, Devereaux – Yes,  
McKinney – Yes, Schwartz – Yes, Greene – No, Robinson - No

The motion carried 5 to 2.

**J. RESOLUTION 2024-72, BUDGET AMENDMENTS FOR YEAR-END 2024**

A motion was made by Trustee Greene and supported by Trustee Devereaux to approve the resolution.

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

**BUDGET AMENDMENTS FOR ALL FUNDS**

**RESOLUTION NUMBER: 2024-72**

**DATE: DECEMBER 16, 2024**

**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 2024 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, Angela Robinson, 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 16, 2024 and that public notices of said meeting were given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended.

  
\_\_\_\_\_  
Angela Robinson, Township Clerk

  
\_\_\_\_\_  
Date Certified



**CHARTER TOWNSHIP OF SUPERIOR BOARD  
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The motion carried unanimously.

**K. RESOLUTION 2024-73, RESOLUTION TO APPROVE THE AUDITING SERVICE PROPOSAL WITH PFEFFER, HANNIFORD, AND PALKA, CERTIFIED PUBLIC ACCOUNTS – AUDIT ENGAGEMENT LETTER**

A motion was made by Treasurer Lewis and supported by Trustee Schwartz to approve the resolution.

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

**RESOLUTION TO APPROVE THE AUDITING SERVICE PROPOSAL WITH  
PFEFFER, HANNIFORD, AND PALKA, CERTIFIED PUBLIC ACCOUNTANTS  
AUDIT ENGAGEMENT LETTER**

**RESOLUTION NUMBER: 2024-73**

**DATE: DECEMBER 16, 2024**

**WHEREAS**, the Superior Charter Township Board of Trustees has reviewed the audit engagement letter presented by Pfeffer, Hanniford & Palka, Certified Public Accountants, detailing the scope and objectives for the audit of the financial statements of the Charter Township of Superior for the year ended December 31, 2024; and

**WHEREAS**, the audit engagement letter includes the auditing of the financial statements of the governmental activities, the business-type activities, each major fund, the aggregate remaining fund information, and the disclosures, which collectively comprise the basic financial statements of the Charter Township of Superior; and

**WHEREAS**, the engagement letter outlines the responsibilities of the auditors and the management, the audit procedures for internal control and compliance, the identification of significant risks, and the preparation of the financial statements in accordance with generally accepted accounting principles in the United States of America; and

**WHEREAS**, the Board acknowledges the importance of this audit in ensuring the financial integrity and transparency of the Charter Township of Superior.

**WHEREAS**, Pfeffer, Hanniford & Palka, Certified Public Accountants, propose for 2024 an audit fee of \$28,500.00 which is a \$4,500 increase; and

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**PHP'S proposal for:**

- 2024 \$28,500
- 2025 \$29,500
- 2026 \$30,500

**Prior Contract Costs:**

- 2023 \$24,000
- 2022 \$23,750
- 2021 \$23,500


**WHEREAS**, several factors have contributed to the increase in audit fees. The primary factor is the rising cost of staffing, which has necessitated annual salary increases of 15 to 20% in recent years to maintain adequate staffing levels. Additionally, increased costs in health insurance benefits, malpractice insurance premiums, and other audit-related expenses have significantly impacted overall audit costs; and

**WHEREAS**, the Superior Township is also subject to new accounting standards, including GASB #84, GASB #87, GASB #101, and ASC #606, which pertain to revenue recognition. These standards require additional time and resources to ensure compliance with Generally Accepted Accounting Principles (GAAP). This may lead to extended audit timelines, particularly if staffing changes occur within the Superior Township Accounting Department during the fieldwork phase. Any potential cost increases resulting from these factors will be communicated to the Township prior to implementation. The estimated time required for the 2024 audit is approximately 200 hours, at a minimum hourly rate of \$140;

**NOW, THEREFORE, IT IS HEREBY RESOLVED** that the Superior Charter Township Board of Trustees approves the audit engagement letter and fee of \$28,500.00 from Pfeffer, Hanniford & Palka, as presented. The Township Supervisor is authorized to sign the response section of the engagement letter, confirming the Township's understanding and agreement to the terms of the audit engagement. All Township officials and staff are directed to cooperate fully with Pfeffer, Hanniford & Palka during the audit process and provide all necessary information and assistance as required.

**CERTIFICATION STATEMENT**

I, Angela Robinson, 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 16, 2024 and that public notices of said meeting were given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended.

  
Angela Robinson, Township Clerk

1.23.25  
Date Certified

**CHARTER TOWNSHIP OF SUPERIOR BOARD  
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A motion was made by Trustee Devereaux and supported by Trustee McKinney to approve a one-year contract instead of the original proposed three-year contract with Pfeiffer, Hanniford & Palka.

Roll Call: Dabish Yahkind – Yes, Robinson – Yes, Lewis – Yes, Devereaux – Yes, Greene – Yes, McKinney – Yes, Schwartz – Yes

The motion carried unanimously.

**L. RESOLUTION 2024-74, RESOLUTION TO APPOINT SUPERIOR TOWNSHIP BOARD MEMBERS TO SERVE ON SUPERIOR TOWNSHIP COMMITTEES, COMMISSIONS, BOARDS, AND AUTHORITIES**

A motion was made by Trustee Greene and was supported by Trustee Mckinney to approve the resolution.

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

**RESOLUTION TO APPOINT SUPERIOR TOWNSHIP BOARD MEMBERS  
 TO SERVE ON SUPERIOR TOWNSHIP COMMITTEES, COMMISSIONS,  
 BOARDS AND AUTHORITIES**

**RESOLUTION NUMBER: 2024-74**

**DATE: DECEMBER 16, 2024**

Planning Commission	Brenda McKinney
Park Commission Liaison	Sarah Devereaux
Zoning Board of Appeals	Dana Greene
Supervisor Pro Tem	Brenda McKinney
SEMCOG	Emily Dabish Yahkind/Lisa Lewis
Superior Scenes	Emily Dabish Yahkind/Sarah Devereaux
Dixboro Design Review Board	Emily Dabish Yahkind/Sarah Devereaux
Wetlands Board	Ken Schwartz
WATS	Emily Dabish Yahkind
County Non-Motorized Trail Committee	Emily Dabish Yahkind
Election Commission	D. Greene/K. Schwartz/A. Robinson
Washtenaw Co. Solid Waste Authority	Emily Dabish Yahkind
Urban County	Emily Dabish Yahkind/Lisa Lewis


**NOW, THEREFORE, BE IT RESOLVED** that the Board members are hereby duly appointed to serve on the committees, commissions, boards, and authorities of Superior

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Township, as outlined above, and shall undertake their respective roles with the dedication and expertise required to further the goals and responsibilities of these bodies.

**CERTIFICATION STATEMENT**

I, Angela Robinson, 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 16, 2024 and that public notices of said meeting were given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended.

  
Angela Robinson, Township Clerk

  
Date Certified

Yes – 6, No – Clerk Robinson

The motion carried 6 to 1.

**M. RESOLUTION 2024-75, RESOLUTION TO APPROVE SUPERIOR TOWNSHIP APPOINTMENTS TO THE PLANNING COMMISSION AND ZONING BOARD OF APPEALS**

A motion was made by Trustee Lewis and supported by Clerk Robinson to approve the resolution.

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

**RESOLUTION TO APPROVE SUPERIOR TOWNSHIP APPOINTMENTS TO THE  
PLANNING COMMISSION AND ZONING BOARD OF APPEALS**

**RESOLUTION NUMBER: 2024-75**

**DATE: DECEMBER 16, 2024**

**Planning Commission:**

Curt Wolf, Term Expires January 2028

**Zoning Board of Appeals:**

Jack Gilbreath, Term Expires January 2028

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Meghan Winslow, Term Expires January 2028  
Guy T. Conti, Term Expires January 2028

**NOW, THEREFORE, BE IT RESOLVED** that the Board members are hereby duly appointed to serve on the committees, commissions, boards, and authorities of Superior Township, as outlined above, and shall undertake their respective roles with the dedication and expertise required to further the goals and responsibilities of these bodies.

**CERTIFICATION STATEMENT**

I, Angela Robinson, 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 16, 2024 and that public notices of said meeting were given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended.

  
Angela Robinson, Township Clerk

1-23-25  
Date Certified

The motion carried unanimously.

**N. RESOLUTION 2024-76, RESOLUTION TO HIRE A BILLING SPECIALIST AND RESIDENTIAL LIAISON**

A motion was made by Treasurer Lewis and supported by Clerk Robinson to approve the resolution.

The motion was withdrawn by Supervisor Dabish Yahkind.

**SUPERIOR CHARTER TOWNSHIP  
WASHTENAW COUNTY, MICHIGAN**

**A RESOLUTION TO HIRE A BILLING SPECIALIST & RESIDENTIAL LIAISON**

**RESOLUTION 2024-76**

**DATE: DECEMBER 16, 2024**

**WHEREAS**, the Superior Township Utility Department (STUD) has a Billing Specialist and Residential Liaison vacancy; and,

**WHEREAS**, Landis Smith was selected to fulfill the Billing Specialist and Residential Liaison duties as set forth by the Utility Director and has performed the duties outstandingly.

**CHARTER TOWNSHIP OF SUPERIOR BOARD  
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**NOW THEREFORE**, the Superior Township Board hereby approves hiring Landis Smith as Billing Specialist and Residential Liaison at a wage of \$35.36 per hour.

**CERTIFICATION STATEMENT**

I, Angela Robinson, 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 16, 2024 and that public notices of said meeting were given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended.

  
Angela Robinson, Township Clerk

1.23.25  
Date Certified

A motion was made by Trustee Devereaux and supported by Trustee McKinney to approve the Billing Specialist and Residential Liaison hire full-time at the current pay rate and benefits for 30 days.

Roll Call - Roll Call: Dabish Yahkind – Yes, Robinson – Yes, Lewis – Yes, Devereaux – Yes, Greene – Yes, McKinney – Yes, Schwartz – Yes

The motion carried unanimously.

**O. MOTION TO APPROVE TOWNSHIP HOLIDAY SCHEDULE 2025**

A motion was made by Trustee Greene and supported by Trustee Devereaux to approve the 2025 holiday schedule.

The motion carried unanimously.

**P. MOTION TO APPROVE TOWNSHIP MEETING SCHEDULE 2025**

A motion was made by Trustee Devereaux and supported by Clerk Robinson to approve the 2025 meeting schedule.

The motion carried unanimously.

**Q. AGREEMENT FOR SUBAWARD OF FEDERAL FINANCIAL ASSISTANCE  
AMERICAN RESCUE PLAN ACT (ARPA) TO THE COUNTY OF WASHTENAW**

A motion was made by Trustee Schwartz and supported by Trustee Devereaux to approve the agreement.

**CHARTER TOWNSHIP OF SUPERIOR BOARD  
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Roll Call: Dabish Yahkind – Yes, Robinson – Yes, Lewis – Yes, Devereaux – Yes, Greene – Yes, McKinney – Yes, Schwartz – Yes

The motion carried unanimously.

**R. BILLS FOR PAYMENT AND RECORD OF DISBURSEMENTS**

A motion was made by Trustee Devereaux, supported by Treasurer Lewis, to approve the bills and disbursements, with the exception of the OHM line item, which will be addressed at the January board meeting.

The motion carried unanimously.

**S. PLEAS AND PETITIONS**

- **Bernice Lindke** urged the board to ensure the controller attends all meetings and manages budget amendments more promptly, including adjusting the undesignated fund balance. She highlighted financial discrepancies, such as misallocated expenses and unaccounted funds, and suggested taking inventory of township property for potential sale to prevent deficit spending.
- **Rhonda McGill** questioned the rationale behind annual blanket raises, urged the board to investigate the justification for these increases, and emphasized the critical need for a dependable controller to address financial concerns. She highlighted ongoing accountability issues, the lack of answers despite repeated requests, and expressed frustration over the controller's continued absence, urging the board to take decisive action.
- **Mrs. Muhammad** provided constructive feedback on the board's lack of awareness about the financial deficit, emphasizing the importance of proactive financial planning and grant writing. She requests increased transparency by publishing meeting resolutions as hyperlinks on the website before meetings, enabling residents to review and provide input, and request voting results to be posted online for future accountability.
- **Steph** thanked Trustee Greene for thoroughly reviewing fire, utility, and controller reports, seeking details on key incidents, and ensuring accountability for the controller's repeated absences from monthly meetings.
- **Kelly Goolsby** asked for clarification on whether the hiring moratorium would affect the hiring of a housing inspector. She also expressed deep concern over the deteriorating living conditions in Sycamore Meadows, citing health hazards, water main breaks, ceiling collapses, and black mold. She urged the board to take accountability and immediate action, highlighting perceived bias in inspections and emphasizing that no residents should have to endure such unsafe and unhealthy conditions.



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**T. ADJOURNMENT**

A motion was made by Trustee Schwartz and supported by Supervisor Dabish Yahkind. The motion carried and the meeting adjourned at 9:36 p.m.

Respectfully submitted,

  
Angela Robinson, Clerk



**CHARTER TOWNSHIP OF SUPERIOR BOARD  
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**1. CALL TO ORDER**

The regular meeting of the Charter Township of Superior Board of Trustees was called to order by Supervisor Emily Dabish Yahkind at 7:00 p.m. on January 21, 2025, at the Superior Charter Township Hall, 3040 North Prospect Rd, Superior Charter Township, Michigan.

**2. PLEDGE OF ALLEGIANCE**

Supervisor Dabish Yahkind led the assembly in the Pledge of Allegiance.

**3. ROLL CALL**

The board members present included Supervisor Emily Dabish Yahkind, Clerk Angela Robinson, Treasurer Lisa Lewis, Trustee Sarah Devereaux, Trustee Dana Greene, and Trustee Brenda McKinney.

Absent: Trustee Ken Schwartz

**4. ADOPTION OF AGENDA**

The motion was made by Trustee McKinney and supported by Clerk Robinson to adopt the agenda.

The motion carried unanimously.

A motion was made by Trustee Devereaux and supported by Supervisor Dabish Yahkind to move item 10A “Resolution 2025-01, Approve Hiring Moratorium” before item 11A “Resolution 2024-76, Resolution to Hire a Billing Specialist and Residential Liaison” on the agenda.

The motion carried unanimously.

*Documents submitted at the table will appear at the end of these minutes.*

**5. CITIZEN PARTICIPATION**

**A. CITIZEN COMMENTS**

- **Brenda Baker** (Ashton Court) provided an update from the Committee to Promote Superior Township. She highlighted the quarterly social media updates which involves

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mapping out key content for the township's social media channels in collaboration with township officials. This includes updates such as holiday office closures and other relevant information.

- **Tom Brennan** (Sheffield Dr.) voiced his disappointment that Irma Golden was not reappointed to the board of review stating that she was a very good and faithful servant to the Superior Township community.
- **Mrs. Muhammad** inquired about the Board of Review appointment process and raised concerns about the township's financial management and reporting. She questioned the board's understanding of the finances and their plan to address issues. Additionally, she asked why the controller does not attend meetings and whether the township covers his travel expenses since he is not local. She also requested more neutral language used in meeting minutes.
- **Landis Smith** outlined his experience with Superior Township beginning in 2018 and highlighted his commitment to continuously learning and growing professionally over the years. The work-life balance Superior Township provided allowed him to grow in his career while remaining a dedicated husband and father. He thanked the board for the opportunity to serve his community and humbly asked for the opportunity to continue doing so as the Billing Specialist and Residential Liaison for the Superior Township Utility Department.
- **Rickey Harding** provided an overview of past hiring practices, including his appointment as Utility Superintendent on January 13, 2003, and the recruitment of eight additional employees. He also addressed corruption allegations from board members towards employees of the Utility Department, deeming the allegations unprofessional, and concluded by commending the Utility Department for its outstanding service to the community.
- **Bernice Lindke** (Alan Mark Dr.) urged the board to appoint Irma Golden to the Board of Review, emphasizing Ms. Golden's valuable expertise. She thanked Supervisor Dabish Yahkind for prioritizing a fair and open appointment process and requested that all board members have the appropriate information about each candidate before approving appointments to the Board of Review.
- **Irma Golden** (Sheffield Dr.) Irma Golden raised concerns about the Board of Review appointment process, highlighting discrepancies in term lengths and reappointment timelines. She called for greater transparency by making candidate resumes and cover letters available to all board members, establishing clear evaluation criteria, and expanding communication channels for announcements, including social media and

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community postings. She also emphasized the need to address personal biases in decision-making.

- **Steph** voiced support for retaining Irma Golden as a member of the Board of Review citing Ms. Golden’s knowledgeability and resident focused approach as proof of her qualifications.
- **Brian Clark** congratulated the Superior Township Board of Trustees on their successful election to office.

**B. SUPERVISOR COMMENTS**

- **Trustee McKinney** suggested that the Board of Review appointments should be delayed until the February board meeting to allow all board members the opportunity to understand the process and to provide further transparency for all residents. She emphasized the importance of making appointments that are geographically representative of the township.
- **Trustee Devereaux** agreed with postponing the Board of Review appointments but sought clarification that postponing the appointments would not cause a negative impact.
- **Supervisor Dabish Yahkind** assured the board that postponing Board of Review appointments would not have a negative impact due to February availability of certifications for new Board of Review members. She shed light on the appointment process for the recent Planning Commission, ZBA, and now Board of Review appointments stating that candidates submitted cover letters, resumes, and received interviews. She addressed term length concerns, noting an error on the Township website but emphasizing that terms are clearly established and should not come as a surprise. Indefinite appointments should not be expected. Supervisor Dabish Yahkind reaffirmed her commitment to following the laws and policies of Superior Township and developing clear and transparent processes where they are lacking.

**6. CONSENT AGENDA**

The motion was made by Treasurer Lewis and supported by Trustee Devereaux to approve the Consent Agenda with the following amendments:

1. Removal of the following communications:
  - A. David Phillips Letter to the Board on 2025 Budget

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2. Correction of Minutes:

A. December 16, 2024, Regular Meeting

The motion carried unanimously.

**A. APPROVAL OF MINUTES**

**1. DECEMBER 16, 2024, REGULAR MEETING**

**B. REPORTS**

**1. SUPERVISOR REPORT**

**2. BUILDING DEPARTMENT**

**3. FIRE DEPARTMENT**

**4. PARKS AND RECREATION COMMISSION MINUTES**

**5. SHERIFF'S REPORT**

**6. UTILITY DEPARTMENT**

**7. ASSESSING DEPARTMENT**

**8. PLANNING AND ZONING DEPARTMENT**

**9. CONTROLLER'S REPORT**

**10. MONTHLY FINANCIAL REPORTS, NOVEMBER 2024**

**C. COMMUNICATIONS**

**1. C2PST**

**2. 2025 PARKS AND RECREATION COMMITTEE MEETING DATES**

**3. IRMA GOLDEN EMAIL ON COMMITTEE APPOINTMENT PROCESS**

**4. SUPERVISOR RESPONSE TO IRMA GOLDEN'S EMAIL**

**5. DAVID PHILLIPS LETTER TO THE BOARD ON 2025 BUDGET**

**7. NEW BUSINESS**

**A. RESOLUTION 2025-01, IMPOSE A TEMPORARY MORATORIUM ON HIRING**

The motion was made by Trustee Devereaux and supported by Trustee McKinney.

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

**CHARTER TOWNSHIP OF SUPERIOR BOARD  
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**RESOLUTION TO IMPOSE A TEMPORARY MORATORIUM ON HIRING**

**RESOLUTION NUMBER: 2025-01**

**DATE: JANUARY 21, 2025**

**WHEREAS**, the 2025 budget for the Charter Township of Superior (the Township) has confirmed that the Township is deficit spending in various funds;

**WHEREAS**, it is fiscally irresponsible to create new positions or fill open positions in departments where there is significant deficit spending across the Township and those positions are not involving the Law Enforcement Fund or Fire Fund;


**WHEREAS**, the Township Board of Trustees wishes to take time to reassess the finances of the Township and responsibly manage taxpayers dollars; and

**NOW, THEREFORE, BE IT RESOLVED THAT** a moratorium is imposed upon hiring any position that requires Board of Trustees approval outside of the Law Fund and Fire Fund for a minimum period of four (4) months and there shall be a review of the moratorium in four (4) months' time.

**BE IT NOW RESOLVED** that the above-described moratorium on hiring outside of the Law Enforcement Fund and Fire Fund commences on January 21, 2025, and shall be reviewed no later than the May meeting of the Board of Trustees or May 19, 2025.

**CERTIFICATION STATEMENT**

I, Angela Robinson, the duly qualified Clerk of the Charter Township of Superior, Washtenaw County, Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted at a regular meeting of the Charter Township of Superior Board held on January 21, 2025, and that public notices of said meeting were given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended.

  
\_\_\_\_\_  
Angela Robinson, Township Clerk

1/23/2025  
Date Certified

**Roll Call: Dabish Yahkind – Yes, Devereaux – Yes, Greene – No, Lewis – Yes, McKinney – Yes, Robinson – Yes**

**Absent: Schwartz**

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**The motion carried 5 to 1.**

**8. UNFINISHED BUSINESS**

**A. RESOLUTION 2024-76, HIRE A BILLING SPECIALIST AND RESIDENTIAL LIAISON**

The motion was made by Trustee Devereaux and supported by Trustee McKinney.

**SUPERIOR CHARTER TOWNSHIP  
WASHTENAW COUNTY, MICHIGAN**

**A RESOLUTION TO HIRE A BILLING SPECIALIST AND RESIDENTIAL LIAISON  
RESOLUTION NUMBER: 2024-76**

**DATE: JANUARY 21, 2025**

**WHEREAS**, the Superior Township Utility Department (STUD) has a Billing Specialist and Residential Liaison vacancy; and,

**WHEREAS** Landis Smith was selected to fulfill the Billing Specialist and Residential Liaison duties as set forth by the Utility Director and has performed the duties outstandingly.

**NOW, THEREFORE, BE IT RESOLVED** the Superior Township Board hereby approves hiring Landis Smith as Billing Specialist and Residential Liaison at a wage of \$35.36 per hour.

*A five-minute recess was taken at this time.*

**Roll Call: Dabish Yahkind – No, Devereaux – No, Greene – No, Lewis – No, McKinney – No, Robinson – No**

**Absent: Schwartz**

**The motion was denied unanimously.**

**9. NEW BUSINESS CONTINUED**

**B. ~~RESOLUTION 2025-02, APPROVE SUPERIOR TOWNSHIP APPOINTMENTS TO THE BOARD OF REVIEW~~**

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~~The motion was made by Treasurer Lewis and supported by Trustee McKinney.~~

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

**~~RESOLUTION TO APPROVE SUPERIOR TOWNSHIP APPOINTMENTS  
TO THE BOARD OF REVIEW~~**

**~~RESOLUTION NUMBER: 2025-02~~**

**~~DATE: JANUARY 21, 2024~~**

**APPOINTMENTS**

**~~TO: Superior Township Board of Trustees~~**

**~~SUBJECT: Superior Township Appointments~~**

**~~Board of Review Appointments to be made effective immediately:~~**

~~James Switala; term expires January 2027~~

~~John G. MacNicol; term expires January 2027~~

~~Brian G. Clark; term expires January 2027~~

**~~NOW, THEREFORE, BE IT RESOLVED,~~** that the Board members are hereby duly appointed to serve on the committees, commissions, boards, and authorities of Superior Township, as outlined above, and shall undertake their respective roles with the dedication and expertise required to further the goals and responsibilities of these bodies.

~~A motion was made by Trustee McKinney and supported by Supervisor Dabish Yahkind to table the resolution until the next board meeting scheduled for Tuesday, February 18, 2025.~~

~~Roll Call: Dabish Yahkind—Yes, Devereaux—Yes, Greene—Yes, Lewis—Yes,  
McKinney—Yes, Robinson—Yes~~

~~Absent: Schwartz~~



~~The motion carried unanimously.~~

**(Resolution was tabled until February 18, 2025 board meeting)**

**C. RESOLUTION 2025-03, APPROVE 2025 SIDEWALK RESOLUTION**

The motion was made by Trustee McKinney and supported by Trustee Devereaux.

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

**SIDEWALK RESOLUTION**

**RESOLUTION NUMBER: 2025-03**

**DATE: JANUARY 21, 2025**

**WHEREAS**, to clarify the rights and obligations of the residents of the Charter Township of Superior;

**WHEREAS**, Michigan Compiled Laws Section 691.1402a provides:

**691.1402a Municipal corporation; maintenance of sidewalk; liability; presumption; additional defense; limitation.**

- (1) A municipal corporation in which a sidewalk is installed adjacent to a municipal, county, or state highway shall maintain the sidewalk in reasonable repair.
- (2) A municipal corporation is not liable for breach of a duty to maintain a sidewalk unless the plaintiff proves that at least 30 days before the occurrence of the relevant injury, death, or damage, the municipal corporation knew or, in the exercise of reasonable diligence, should have known of the existence of the defect in the sidewalk.
- (3) In a civil action, a municipal corporation that has a duty to maintain a sidewalk under subsection (1) is presumed to have maintained the sidewalk in reasonable repair. This presumption may only be rebutted by evidence of facts showing that a proximate cause of the injury was 1 or both of the following:

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- (a) A vertical discontinuity defect of 2 inches or more in the sidewalk.
- (b) A dangerous condition in the sidewalk itself of a particular character other than solely a vertical discontinuity.
- (4) Whether a presumption under subsection (3) has been rebutted is a question of law for the court.
- (5) In a civil action, a municipal corporation that has a duty to maintain a sidewalk under subsection (1) may assert, in addition to any other defense available to it, any defense available under the common law with respect to a premises liability claim, including, but not limited to, a defense that the condition was open and obvious.
- (6) A municipal corporation's liability under subsection (1) is limited by section 81131 of the natural resources and environmental protection act, 1994 PA 451, MCL 324.81131;

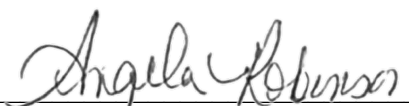
**WHEREAS**, the sidewalks that were installed in the Township are adjacent to a road and therefore responsibility for injuries resulting from a defective sidewalk lies with the Township and not the owner of the property whose property abuts the sidewalk;

**WHEREAS**, by statute a defect in the sidewalk is defined as a vertical discontinuity of 2 inches or more or other dangerous condition;

**NOW, THEREFORE, BE IT RESOLVED** that in the event, a resident is sued for an alleged defect in the sidewalk installed adjacent to a municipal, county or state highway for which the Township is responsible for reasonable maintenance under MCL 691.1402a, the Township shall defend any such claim.

**CERTIFICATION STATEMENT**

I, Angela Robinson, the duly qualified Clerk of the Charter Township of Superior, Washtenaw County, Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted at a regular meeting of the Charter Township of Superior Board held on January 21, 2025, and that public notices of said meeting were given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended.

  
\_\_\_\_\_  
Angela Robinson, Township Clerk

1/23/2025  
Date Certified

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**Roll Call: Dabish Yahkind – Yes, Devereaux – Yes, Greene – Yes, Lewis – Yes, McKinney – Yes, Robinson – Yes**

**Absent: Schwartz**

**The motion carried unanimously.**

**D. RESOLUTION 2025-04, APPROVE 2025 POVERTY EXEMPTION GUIDELINE FOR THE BOARD OF REVIEW**

The motion was made by Trustee McKinney and supported by Trustee Devereaux.

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

**RESOLUTION APPROVING 2025 POVERTY EXEMPTION  
GUIDELINES FOR THE BOARD OF REVIEW**

**RESOLUTION NUMBER: 2025-04**

**DATE: JANUARY 21, 2025**

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

**WHEREAS**, the principal residence of persons, who the Board of Review determines by reason of poverty to be unable to contribute to the public charge, is eligible for exemption in whole or in part from taxation under Public Act 390 of 1994 (MCL 211.7u); and

**WHEREAS**, pursuant to PA 390 of 1994, the Charter Township of Superior, Washtenaw County adopts the following guidelines for the Board of Review to implement. The guidelines shall include but not be limited to the specific income and asset levels of the applicant and all persons residing in the household, including any property tax credit returns, filed in the current or immediately preceding year;

**To be eligible, a person shall do all the following on an annual basis:**

- 1) Be an owner of and occupy as a principal residence the property for which an exemption is requested.

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- 2) File a claim with the Board of Review, accompanied by federal and state income tax returns for all persons residing in the principal residence, including any property tax credit returns filed in the immediately preceding year or in the current year.
- 3) File a claim reporting that the combined assets of all persons do not exceed the current guidelines. Assets include but are not limited to, real estate other than the principal residence, personal property, motor vehicles, recreational vehicles and equipment, certificates of deposit, savings accounts, checking accounts, stocks, bonds, life insurance, retirement funds, pensions, annuities, IRA’s, etc.
- 4) Produce a valid driver’s license or other form of identification if requested.
- 5) Produce, if requested, a deed, land contract, or other evidence of ownership of the property for which an exemption is requested.
- 6) Meet the federal poverty income guidelines published in the prior calendar year as defined and determined annually by the United States Department of Health and Human Services or alternative guidelines adopted by the governing body of the local assessing unit provided the alternative guidelines do not provide income eligibility requirements less than the federal guidelines.
- 7) The application, Michigan Department of Treasury form 5737 (01-21) must be filed after January 1, but before the day prior to the last day of the December Board of Review. The filing of this claim constitutes an appearance before the Board of Review for the purpose of preserving the right of appeal to the Michigan Tax Tribunal. The following are the federal poverty income guidelines which are updated annually by the United States Department of Health and Human Services. The annual allowable income includes income for all persons residing in the principal residence. The Superior Township annual allowable income is also included for all people residing in the principal residence.

***Annual Allowable Income for 2025 Assessments***

<b>Number of Persons Residing in the Principal Residence</b>	<b>Federal Poverty Guideline Annual allowable income</b>	<b>Superior Township Annual allowable income</b>
1 Person	\$15,060	\$27,861
2 Persons	\$20,440	\$33,261
3 Persons	\$25,820	\$38,661
4 Persons	\$31,200	\$44,061
5 Persons	\$36,580	\$49,461
6 Persons	\$41,960	\$54,861
7 Persons	\$47,340	\$60,261
8 Persons	\$52,720	\$65,661
For each additional person	\$5,380	\$5,400

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**Asset Test**

The applicant is required to provide a list of assets for all persons residing in the residence. An applicant could meet the income guidelines but not the asset guidelines. The total assets for all persons residing in the residence excluding the value of the principal residence shall not exceed \$25,000.

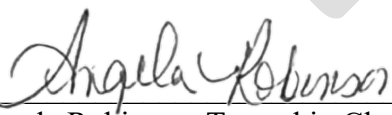
**Assets include but are not limited to:**

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

**NOW, THEREFORE, BE IT HEREBY RESOLVED** that the Board of Review shall follow the above stated policy and guidelines of the local assessing unit in granting or denying an exemption. If a person claiming an exemption is qualified under the eligibility requirements the board of review shall grant the exemption in whole or in part. A full exemption is equal to a 100% reduction in taxable value, a partial exemption is equal to a 75%, 50%, or 25% reduction.

**CERTIFICATION STATEMENT**

I, Angela Robinson, the duly qualified Clerk of the Charter Township of Superior, Washtenaw County, Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted at a regular meeting of the Charter Township of Superior Board held on January 21, 2025, and that public notices of said meeting were given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended.

  
\_\_\_\_\_  
Angela Robinson, Township Clerk

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**Roll Call: Dabish Yahkind – Yes, Devereaux – Yes, Greene – Yes, Lewis – Yes, McKinney – Yes, Robinson – Yes**

**Absent: Schwartz**

**The motion carried unanimously.**

**E. RESOLUTION 2025-05, APPROVE, AMEND, AND EXTEND THE AGREEMENT BETWEEN SUPERIOR CHARTER TOWNSHIP PARKS AND RECREATION COMMISSION AND WILLOW RUN ACRES REGARDING CLAY HILL COMMUNITY FARM AND GARDEN**

The motion was made by Trustee McKinney and supported by Trustee Greene to approve the resolution with an amendment that the contract would be extended for an additional 4 years for a total of 15 years ending on October 16, 2038, and that the extension would be conditional upon Mr. Collins being approved for the USDA grant.

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

**RESOLUTION TO APPROVE, AMEND, AND EXTEND THE AGREEMENT  
BETWEEN SUPERIOR CHARTER TOWNSHIP PARKS & RECREATION  
COMMISSION AND WILLOW RUN ACRES REGARDING  
CLAYHILL COMMUNITY FARM AND GARDEN**

**RESOLUTION NUMBER: 2025-05**

**DATE: JANUARY 21, 2025**

**WHEREAS**, the Charter Township of Superior is a Michigan municipal corporation that provides public services to residents of the Township, especially services that support the well-being of families in the QCT; and,

**WHEREAS**, Willow Run Acres created a self-sustaining community farm (Clay Hill Farm Market), on the southeast corner of MacArthur Blvd. and Harris Rd. in the Charter Township of Superior. Clay Hill Farm Market allows people of all ages and backgrounds to grow, harvest and sell produce obtained from the land, while also allowing a space for building community, and economic stability for the residents; and,

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**WHEREAS**, the Township Planning Commission recommended the rezoning of the land stated in the following agreement for the purpose of the Clay Hill Farm Market; and,

**WHEREAS**, the Township Board of Trustees approved unanimously the rezoning of the land stated in the following agreement for the purpose of the Clay Hill Farm Market; and,

**WHEREAS**, the term of the agreement will be *fifteen* years at a cost of \$1.00 per year to be paid by Willow Run Acres within 30 days of the agreement; and,

**WHEREAS**, this agreement was amended by the Charter Township of Superior Board of Trustees on January 21, 2025 to extend the current contract, dated October 16, 2023, by *five* years, contingent upon the approval of Clay Hill Community Farm and Garden and T.C. Collins receiving USDA grant funding.

**NOW, THEREFORE, BE IT RESOLVED** that the Charter Township of Superior Board of Trustees hereby amends the agreement between the Charter Township of Superior Parks & Recreation Commission and Willow Run Acres concerning Clay Hill Community Farm and Garden. This agreement amends the existing lease, extending the term *from ten years to fifteen years*, with an expiration date of *October 16, 2038*, at an annual cost of \$1.00. This extension is contingent upon Mr. Collins securing USDA grant funds for Clay Hill Community Farm and Garden.

**CERTIFICATION STATEMENT**

I, Angela Robinson, the duly qualified Clerk of the Charter Township of Superior, Washtenaw County, Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted at a regular meeting of the Charter Township of Superior Board held on January 21, 2025, and that public notices of said meeting were given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended.

  
\_\_\_\_\_  
Angela Robinson, Township Clerk

1/23/2025  
Date Certified

**Roll Call: Dabish Yahkind – Yes, Devereaux – Yes, Greene – Yes, Lewis – Yes,  
McKinney – Yes, Robinson – Yes**

**Absent: Schwartz**

**The motion carried unanimously.**



**CHARTER TOWNSHIP OF SUPERIOR BOARD  
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**F. RESOLUTION 2025-06, APPROVE THE FIRE DEPARTMENT TO  
REPAIR A FIRETRUCK**

The motion was made by Trustee McKinney and supported by Treasurer Lewis.

**SUPERIOR CHARTER TOWNSHIP  
WASHTENAW COUNTY, MICHIGAN**

**RESOLUTION TO APPROVE THE FIRE DEPARTMENT  
TO REPAIR A FIRE TRUCK**

**RESOLUTION NUMBER: 2025-06**

**DATE: JANUARY 21, 2025**

**WHEREAS**, the Charter Township of Superior Fire Department is currently repairing a fire truck in their fleet that was involved in a collision;

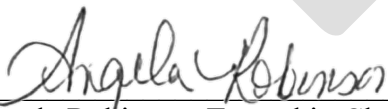
**WHEREAS**, the insurance adjuster initially denied full cosmetic rehabilitation of the truck;

**WHEREAS**, the Fire Chief will pursue an appeal of full insurance coverage for damages and associated rehabilitation of the truck;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees approves the spending of up to \$13,000 for truck improvements if the appeal to the claim is denied.

**CERTIFICATION STATEMENT**

I, Angela Robinson, the duly qualified Clerk of the Charter Township of Superior, Washtenaw County, Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted at a regular meeting of the Charter Township of Superior Board held on January 21, 2025, and that public notices of said meeting were given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended.

  
\_\_\_\_\_  
Angela Robinson, Township Clerk

1/23/2025  
Date Certified

**Roll Call: Dabish Yahkind – Yes, Devereaux – Yes, Greene – Yes, Lewis – Yes,  
McKinney – Yes, Robinson – Yes**

**CHARTER TOWNSHIP OF SUPERIOR BOARD  
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**Absent: Schwartz**

**The motion carried unanimously.**

**G. ORDINANCE NO. 159, AMENDING DANBURY PARK MANOR TAX EXEMPTION, FIRST READING**

The motion was made by Trustee McKinney and supported by Trustee Devereaux.

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

**ORDINANCE NO. 159  
ORDINANCE AMENDING DANBURY PARK MANOR TAX EXEMPTION**

**First Reading: JANUARY 21, 2025**

**Second Reading:**

**WHEREAS**, this amendment was introduced on January 21, 2025.

**NOW, THEREFORE, BE IT RESOLVED** that the Charter Township of Superior ordains:

**Amendment to Add Section 159.09A.** Ordinance 159, the Charter Township of Superior Danbury Park Manor Tax Exemption Ordinance is amended by adding a new Section 159.09A. Section 159.09A shall read in its entirety as follows:

**Sec. 159.09A. Service charge constitutes a lien on property.**

The service charge shall constitute a lien on the housing project property and improvements, effective at the same times and enforceable in the same manner as general property taxes.

**Amendment to Add Section 159.09B.** Ordinance 159, the Charter Township of Superior Danbury Park Manor Tax Exemption Ordinance is amended by adding a new Section 159.09B. Section 159.09B shall read in its entirety as follows:

**Sec. 159.09B. Collection of service charge.**

The service charge as determined by this division shall be payable in the same manner as general property taxes, except that the annual payment shall be paid on

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or before August 15 of each year during which the exemption is in effect. The entire tax collection procedure provided by the General Property Tax Act; (MCL 211.1 et seq.) shall be effective and utilized with respect to such payment, including, but not limited to, the provisions providing for interest and penalties on late payments, return of delinquent taxes, tax lien, and the sale of lands for delinquent taxes. In the event of a delinquency in the payment in lieu of taxes, the township shall issue a tax bill for the premises and include the required payment as a delinquent tax. In its discretion, in the event of a delinquent payment, the township may also declare a default for purposes of sections 46-54—46-57, or subsection

**Amendment to Add Section 159.09C.** Ordinance 159, the Charter Township of Superior Danbury Park Manor Tax Exemption Ordinance is amended by adding a new Section 159.09C. Section 159.09C shall read in its entirety as follows:

**Sec. 159.09C. Collection of service charge.**

In the event Housing Development is sold, transferred, or refinanced by the Sponsor or a related entity of the Sponsor, any delinquency owed to the Township pursuant to this Ordinance shall remain in full force and effect and without further action by the Sponsor or the Township to otherwise change, alter or amend this Ordinance. Further, said delinquency shall constitute a lien on the Development until such time as the delinquency and all accrued service charges and interest are paid in full.

**Amendment to Add Section 159.09D** Ordinance 159, the Charter Township of Superior Danbury Park Manor Tax Exemption Ordinance is amended by adding a new Section 159.09D. Section 159.09D shall read in its entirety as follows:

**Sec. 159.09C. Default.**

In addition to the remedies set forth Sections 159.09A, 159.09B and 159.09D, in the event Sponsor is more than six (6) months delinquent in paying the required annual payment, the Township may file suit in the appropriate court in Washtenaw County, Michigan to collect any and all such delinquencies a related entity of the Sponsor, any delinquency owed to the Township pursuant to this Ordinance shall remain in full force and effect and without further action by the Sponsor or the Township to otherwise change, alter or amend this Ordinance.

**CHARTER TOWNSHIP OF SUPERIOR BOARD  
REGULAR MEETING  
JANUARY 21, 2025  
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**Section 2. Saving Clause.**

All provisions of Ordinance 159, the Superior Charter Township Danbury Park Manor Tax Exemption Ordinance, not amended by this ordinance remain in full force and effect.

**Section 3. Publication and Effective Date.**

This Ordinance shall be published by posting in the Office of the Clerk, 3040 N. Prospect, Ypsilanti, 48198, and on the Township website - www.superior-twp.org - pursuant to Section 8 of the Charter Township Act, being MCL 42.8(3)(b) within thirty (30) days following the final adoption thereof. This Ordinance shall become effective upon publication All ordinances or parts of ordinances in conflict herewith are hereby repealed.

**Roll Call: Dabish Yahkind – Yes, Devereaux – Yes, Greene – Yes, Lewis – Yes, McKinney – Yes, Robinson – Yes**

**Absent: Schwartz**

**The motion carried unanimously.**

**(Contains certain typographical errors which will be corrected in the final version prior to adoption)**

**H. BILLS FOR PAYMENT AND RECORD OF DISBURSEMENTS**

The motion was made by Treasurer Lewis and supported by Trustee McKinney to approve the bills for payment and record of disbursements.

**Roll Call: Dabish Yahkind – Yes, Devereaux – Yes, Greene – Yes, Lewis – Yes, McKinney – Yes, Robinson – Yes**

**Absent: Schwartz**

**The motion carried unanimously.**

**I. PLEAS AND PETITIONS**

- **T.C. Collins** shared his support of the Sycamore Meadows and Danbury Green communities and asked the board to investigate the property managers, who are not upholding the proper standard of living for these communities.

**CHARTER TOWNSHIP OF SUPERIOR BOARD  
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- **Irma Golden** (Sheffield Dr.) discussed the need for a diverse Board of Review that represents every resident in Superior Township. She listed her qualifications and experience serving the community and addressed the issue of indefinite appointments noting that she served three years on the Board of Review while other appointed candidates had served 10-20 years. She finished by declaring her intent to continue organizing forums to educate residents on issues related to the Board of Review regardless of her appointment status.
- **Brenda Baker** (Ashton Ct.) requested that draft board minutes be posted in advance on the township website. She also asked the board to reconsider the new rule limiting public comments to agenda items at the start of the meeting, explaining that it could discourage participation from first-time attendees.
- **Bernice Lindke** (Alan Mark Dr.) commended the board for creating much needed policies and procedures and emphasized the need for a clear financial reporting process. Referencing her own time in office, she explained that not all board members had access to accurate financial information and implored all members of the current board to work with the controller to develop a deep understanding of the financials.
- **Mrs. Muhammad** requested the board consider rescinding the approval of the 2% raise given to the salaries of the Supervisor, Clerk, and Treasurer due to the financial deficit.
- **Rickey Harding** questioned whether the Deputy Supervisor position came before the board for approval and why there was an estimated 91.3% increase in the position's salary.

**J. ADJOURNMENT**

The motion was made by Trustee McKinney and supported by Trustee Greene to adjourn the meeting. The motion carried and the meeting adjourned at 9:20 p.m.

Respectfully submitted,

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Angela Robinson, Clerk

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Emily Dabish Yahkind, Supervisor

# Supervisor's Report

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JANUARY 2025

PARTNERSHIPS AND  
POLICY UPDATES

## MACARTHUR BOULEVARD

We are working with Housing and Urban Development (HUD), Michigan State Housing and Development Authority (MSHDA), Legal Services, Washtenaw County Sherriff's Office, and others to thoughtfully address quality of life and ownership issues at the Danbury and Sycamore Meadows complexes.

## ORDINANCE INTRODUCTIONS

A variety of new ordinances are being developed and will soon be introduced to the public in order to push for accountability of landlords and underscore public safety. Those include the Danbury Pilot Amendment (January), Rental Inspection Ordinance (estimated February), Cost Recovery Ordinance (estimated February), Ethics Ordinance (estimated February/March).

## CONSTITUENT AFFAIRS

The Supervisor's office receives hundreds of calls in a given month. The staff policy is to respond to each call within one working day, if the call cannot be easily resolved by staff -- I respond to constituents within 24 hours and seek some sort of resolution to the complaint or issue within 48 hours.

## SIDEWALK PROGRAM

Considering the lack of clarity to residents regarding Township responsibility relating to sidewalks and the sidewalk program, I am introducing a resolution clearly stating Township responsibility as a first of many steps to resolve confusion and poor documentation.

## COMMUNITY PROGRAMMING

We are working with our various anchors and institutions to foster collaborations that will benefit our residents and especially our youth. More announcements on this towards the end of Q1. With that, we are looking for alternatives to enhance services to residents namely those involving transportation.

## BOARDS AND COMMISSIONS

Where Board and Commission nominations are statutorily required to be put forth by the Supervisor, and recognizing the need for transparent practices -- all openings and reappointments for Township Boards and Commissions are subject to posting on the Township website, require submission of cover letter and resume as well as interview. This practice has been implemented as a first of many measures to eliminate favoritism or the notion that appointments are indefinite.

## PRIORITY WASTE

I have been working closely with Priority to remedy service issues throughout the Township. Priority has nearly consistently handled complaints I pass to them within 24-36 hours during the work week. Additionally, as I have flagged hot spots for poor service, they have rectified issues through multiple staffing changes.

## FEES AND COLLECTIONS

Recognizing the budget shortfall, Department heads have been working diligently to think through ways to generate revenue for the Township in a way that will not be felt by residents. Many of the fees and fines related to, namely, our Building and Utility's Departments have either been on the books and not collected or have not been updated in decades to reflect cost increases and inflation. Updates will be made across Q1.

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EMILY DABISH YAHKIND



## Comments for the Board of Trustees Meeting

Irma Golden – 1585 Sheffield Drive

Good evening, Board members, and thank you for the opportunity to speak.

I'd like to address some concerns regarding the recommended appointment to the Board of Review and offer a few recommendations for improving the process and enhancing transparency, fairness, and communication. Since it was not in the Board of Trustee board packet. I am providing for review.

### **1. Transparency of Documents**

I strongly recommend that all board members and the public (as permitted) have access to resumes and cover letters for all hiring and appointment decisions. Making these documents accessible ensures transparency and provides insight into the qualifications of candidates, reinforcing public trust in the process.

### **2. Clear and Objective Evaluation Criteria**

It's essential that the evaluation criteria for board appointments are clearly defined and aligned with the position's requirements. This ensures that decisions are made based on merit and not on subjective or personal biases, promoting fairness and consistency in the process.

### **3. Expand Communication Channels for Openings and Reappointments**

Currently, the communication methods regarding openings and reappointments are limited to the township website and Superior Updates. I recommend expanding these channels to include:

- Superior Township's Facebook page
- The illuminated sign at the township utilities and maintenance buildings
- Social media platforms
- Neighborhood Homeowners Associations (HOAs)
- Flyers posted at the library
- Announcements during board meetings

This expanded outreach will ensure that residents have more opportunities to learn about openings and reappointments, making the process more accessible to the community.

### **4. Awareness of Biases**

It's important that all candidates are evaluated fairly based on their qualifications and abilities. Raising awareness of unconscious biases that can influence decision-making is crucial to ensuring an impartial hiring and appointment process.

### **5. Feedback Process for Unsuccessful Candidates**

Unsuccessful candidates should be notified in a timely manner and offered the opportunity to receive constructive feedback on their interview performance. For instance, during my own interview, I requested feedback, but the response I received was vague. It was simply, I was green because the other two members had 10+ and 20+ years on the board. My subsequent follow-up email went unanswered. A formal feedback process would ensure transparency and provide candidates with the opportunity to grow and improve for future opportunities.



## **6. Policy on Conflict of Interest**

I encourage the adoption of a clear policy that requires the disclosure of any potential conflicts of interest. This will help ensure an honest and open process and that the decision-making process remains fair and unbiased.

### **Public Education on Tax Assessments and Board of Review Roles**

Finally, I would like to note the lack of outreach to educate residents on how to read their tax assessment statements, understand the role of the Board of Review, and the impact of uncapping. In response, I plan to for the second time host a community forum this year to address these topics, as I have the necessary credentials and qualifications, regardless of my status on the Board of Review.

In conclusion, I believe that implementing these recommendations will improve transparency, fairness, and communication within our township and lead to a more inclusive and equitable process for all residents.

Thank you.

Irma Golden  
1585 Sheffield Drive  
Ypsilanti, MI 48198

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## Board of Review Appointment

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From Rhonda McGill <rhondapmcgill@gmail.com>

Date Sat 1/18/2025 10:31 AM

To Emily Dabish Yahkind <edy@superior-twp.org>; Angela Robinson <arobinson@superior-twp.org>; Lisa Lewis <llewis@superior-twp.org>; Dana Greene <dgreene@superior-twp.org>; Sarah Devereaux <sdevereaux@superior-twp.org>; Brenda McKinney <brendamckinney@superior-twp.org>; Ken Schwartz <kenschwartz@superior-twp.org>

Some people who received this message don't often get email from rhondapmcgill@gmail.com. [Learn why this is important](#)

I am writing this letter in strong support of Irma Golden, who has faithfully served our community as a part of the three-member Board of Review. I was shocked and saddened to see that Ms. Yahkind had recommended that, out of the three serving members, Irma was the only one not asked to return to her position. Further shocking was seeing that the recommended replacement for Irma would be Brian Clark, who ran in the primary for the Supervisor position. As I am older and wiser, I can say one thing for sure: there are so many things about this move that seem suspicious. I will leave that to others to figure out for themselves.

Superior Township has so many other challenges ahead, and yet, this is what our supervisor chose to focus her attention on? Absolutely shameful!

In all of my years of service to this community, and as a former member of the Board of Review, I never saw members replaced. In fact, the current members, Mr. MacNicol and Mr. Switala, were on the Board of Review when I served. All three of these individuals have served the community well and have never had to "re-apply" to keep their positions. The fact that the position was posted on the township website and the interview process was done behind closed doors without even including anyone else from the Board is ridiculous. How many applicants did you get? Why was this not mentioned at the December meeting? Where is the transparency and outreach? We have a more engaged community, you will need to be more transparent. These are not the days of old where nobody showed up.

I was elected to the Board of Trustees in the 2020 election and was among the majority of the board members that supported Irma's nomination to be on the Board of Review. Not only was Irma strongly supported by members of the Board, she was also supported by members of this community! Irma is a long-time resident, engaged community member, and a Realtor that has committed herself to not just selling homes, but also making sure that she was available to educate homebuyers in our community. Irma takes seriously anything with which she is charged, and I was in absolute awe when, after she was appointed to the Board of Review, she made it a point to do outreach to the community to offer a class to teach residents about tax assessments.

Irma is well versed on so many levels as it applies to the position, and I see absolutely no reason for her to be asked to step down other than the supervisor's personal grievances.

Ms. Yahkind, did you realize that your recommended appointment removed the only female member of the BOR? From my time on the BOR, many of those seeking assistance were single female homeowners in our community. So now they have to ask three men to decide their situation? Do you

understand how traumatizing this could be to some? This is very shortsighted of you as a leader and appears that your focus was not on our community, but on hitting back at your political opponent, which is beneath this community.

I beg of you to get focused on the right things and know that we all want to see our community thrive, be it under your leadership or someone else's. The community values transparency regarding how your time is allocated; therefore, a monthly Supervisor's Report would be appreciated. Although this has been on the agenda, I have yet to see a report.

In closing I ask the Board to retain Irma Golden on the Board of Review and that the Board work together, especially the three elected officials to ensure that there is a process for these types of actions moving forward. It will save you all a lot of time and the community a lot of frustration because of your lack of transparency.

Best,

Rhonda McGill Barrington Dr.

**(Can you please make this letter a part of the official board packet along with the others that you are probably receiving)**

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## Request for Full Information for Board of Review Reappointment Decision

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From Irma Golden <igolden51@hotmail.com>

Date Sun 1/19/2025 7:56 PM

To Emily Dabish Yahkind <edy@superior-twp.org>; Angela Robinson <arobinson@superior-twp.org>; Lisa Lewis <llewis@superior-twp.org>; Dana Greene <dgreene@superior-twp.org>; Sarah Devereaux <sdevereaux@superior-twp.org>; Brenda McKinney <brendamckinney@superior-twp.org>; Ken Schwartz <kenschwartz@superior-twp.org>

Good day, Board of Trustees:

As a current member of the Board of Review, I am writing in anticipation of my upcoming reappointment consideration at the January 21, 2025, Board of Trustees meeting. In order to ensure that all Board of Trustees members are making an informed and well-rounded decision, I kindly request that the resumes and cover letters for all reappointment candidates, including myself, be placed on the table and agreement to add to the official board packet for the meeting.

Providing this information will allow the full seven-member Board of Trustees to review the necessary materials and make an informed decision based on a comprehensive understanding of each candidate's qualifications. Sharing relevant documents is especially essential for all board members to ensure that the decision-making process is transparent and reflects the collective input of the entire board. This is not an unusual request.

As the Board of Trustees can act only during meetings held in compliance with the Open Meetings Act, I believe, it is critical that all necessary information for all votes is available to ensure a transparent, informed, and legally compliant decision-making process.

I believe this approach will strengthen the decision-making process and reinforce the trust and accountability between the Board of Trustees and the residents of Superior Charter Township.

Thank you for your consideration of this request. I look forward to the meeting and a collaborative process that supports the best interests of our community.

Sincerely,

Irma Golden

Board of Review Member



**Irma Golden, Owner/Broker/Realtor®**

Golden Real Estate

m: 734-637-0231 e: Irma@goldenrealtors.com  
w: www.goldenrealtors.com



**Irma Golden**

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**From** eurbaniak <eurbaniak@comcast.net>

**Date** Sat 1/18/2025 10:07 AM

**To** Emily Dabish Yahkind <edy@superior-twp.org>; Angela Robinson <arobinson@superior-twp.org>; Lisa Lewis <llewis@superior-twp.org>; Dana Greene <dgreene@superior-twp.org>; Sarah Devereaux <sdevereaux@superior-twp.org>; Brenda McKinney <brendamckinney@superior-twp.org>; Ken Schwartz <kenschwartz@superior-twp.org>

You don't often get email from eurbaniak@comcast.net. [Learn why this is important](#)

We need the diversity of women and people of color on our board.  
I urge you to reappoint Irma Golden to our board in Superior Twp.  
In a time with racism on the rise it is necessary for us to be vigilant.  
Please reappoint Irma Golden.

Sent from my Verizon, Samsung Galaxy smartphone

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**Fwd: Reappointment/Board of Review**

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**From** Brett & Karen Antenucci <brkanucci@gmail.com>  
**Date** Fri 1/17/2025 4:49 PM  
**To** Angela Robinson <arobinson@superior-twp.org>

You don't often get email from brkanucci@gmail.com. [Learn why this is important](#)

----- Forwarded message -----

**From:** **Brett & Karen Antenucci** <[brkanucci@gmail.com](mailto:brkanucci@gmail.com)>  
**Date:** Fri, Jan 17, 2025 at 4:22 PM  
**Subject:** Reappointment/Board of Review  
**To:** <[edy@superior-twp.org](mailto:edy@superior-twp.org)>, <[arobin@superior-twp.org](mailto:arobin@superior-twp.org)>, <[llewis@superior-twp.org](mailto:llewis@superior-twp.org)>, <[dgreene@superiortwp.org](mailto:dgreene@superiortwp.org)>, <[sdevereaux@superior-twp.org](mailto:sdevereaux@superior-twp.org)>, <[brendamckinney@superior-twp.org](mailto:brendamckinney@superior-twp.org)>, Ken Schwartz <[kenschwartz@superior-twp.org](mailto:kenschwartz@superior-twp.org)>

Dear Board of Trustee Members,

I'm emailing, as one of your constituents, in support of the reappointment of Irma Golden, to the Board of Review.

Irma is highly qualified and has the experience needed to perform her duties. She would continue to be an asset, as a member of the Superior Charter Twp. Board of Review.

Karen & Brett Antenucci  
8266 S Warwick Ct  
Superior Twp, 48198

**Re: Re-appointment of Irma Golden to Board of Review**

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**From** Lianne Sefcovic <lianne.sefcovic@yahoo.com>

**Date** Fri 1/17/2025 2:48 PM

**To** Emily Dabish Yahkind <edy@superior-twp.org>; Angela Robinson <arobinson@superior-twp.org>; Lisa Lewis <llewis@superior-twp.org>; Dana Greene <dgreene@superior-twp.org>; Sarah Devereaux <sdevereaux@superior-twp.org>; Brenda McKinney <brendamckinney@superior-twp.org>; Ken Schwartz <kenschwartz@superior-twp.org>

You don't often get email from lianne.sefcovic@yahoo.com. [Learn why this is important](#)

Dear Board of Trustees,

I strongly support the re-appointment of Irma Golden to the Board of Review for Superior Charter Township. During my four years as a resident of Superior Township, Ms. Golden has been the only person from the Township who has shown a willingness to respond to telephone calls or emails. She has been the only person from the Township to express any interest in answering my questions or in taking action to get Gale Road repaired. In discussing with my neighbors it seems the general consensus is that Irma Golden is in fact "Golden" and it would be a shame to not re-appoint her to the Board of Review since she has the qualifications and the commitment to the taxpayers of the Township.

Lianne Sefcovic  
Attorney at Law  
Admitted in Arizona  
5520 Stonevalley Dr.  
Ann Arbor, Michigan 48105



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## Changes to Board of Review

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**From** Steph <guernicaccs@gmail.com>

**Date** Fri 1/17/2025 2:20 PM

**To** Emily Dabish Yahkind <edy@superior-twp.org>; Angela Robinson <arobinson@superior-twp.org>; llewis@superior-two.org <llewis@superior-two.org>; danagreene@superior-twp.org <danagreene@superior-twp.org>; Sarah Devereaux <sdevereaux@superior-twp.org>; Brenda McKinney <brendamckinney@superior-twp.org>

Some people who received this message don't often get email from guernicaccs@gmail.com. [Learn why this is important](#)

Hi Board

It has recently come to the attention of several township residents that there are discussions occurring regarding potential changes to the township's Board of Review. This has not sat well with many of us, and on behalf of myself and several neighbors, I am writing to you to express our strong support for Irma Golden's continued position on the Superior Township Board of Review and urge you to reconsider any decision to remove Irma from the Board.

Irma has over 20 years of experience in real estate, and while she may be a more recent member of the Board of Review, her expertise is far from limited. Her deep understanding of property values, tax assessments, and the real estate market brings a wealth of knowledge that is crucial for the fair and effective operation of the Board. In contrast, the other members of the Board have been in their positions for such extended periods that many township residents have not even lived here as long as those members have served. Their tenure may be valuable in certain contexts, but it is also important that the Board reflects an ever changing and diverse range of perspectives as our community grows. Irma's expertise in real estate and fresh perspective being a single mother and woman of color on a board that would otherwise be composed entirely of men – provides just that.

During her time on the board, Irma has been an engaged and visible presence in our township, hosting educational sessions that have helped some of our most vulnerable residents understand their options when faced with tax increases that cause them undue hardship. It is extremely important that the Board of Review be composed of members that are both relatable and that residents feel are approachable, and Irma has demonstrated both of these qualities.

If Irma's removal is being considered because she is relatively new to the position, then replacing her with an even newer, less qualified individual – as has been seemingly suggested, simply does not make sense to us. There are also concerns that the new board may be getting off on the wrong foot if there are ulterior motives potentially driving this effort for change. It is important the new Board of Trustees can serve impartially and with integrity if your desire is to obtain the trust and respect of the community you serve.

I urge the Board of Trustees to retain Irma Golden on the Board of Review and to please carefully consider these points as you deliberate on this important matter.

Steph

## Support for Irma Golden's Reappointment to the Board of Review

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**From** Eric <scoop20906@gmail.com>

**Date** Fri 1/17/2025 12:45 PM

**To** Emily Dabish Yahkind <edy@superior-twp.org>; Angela Robinson <arobinson@superior-twp.org>; Lisa Lewis <llewis@superior-twp.org>; Dana Greene <dgreene@superior-twp.org>; Sarah Devereaux <sdevereaux@superior-twp.org>; Brenda McKinney <brendamckinney@superior-twp.org>; Ken Schwartz <kenschwartz@superior-twp.org>

Some people who received this message don't often get email from scoop20906@gmail.com. [Learn why this is important](#)

Dear Members of the Board of Trustees,

We are writing to express my strong support for Irma Golden's reappointment to the Superior Township Board of Review. Irma has been a trusted friend of our family and a dedicated member of this community.

Her extensive experience and commitment to fairness and transparency make her an invaluable asset to the Board. Irma's ability to engage with property owners, listen to their concerns, and explain the assessment process in a clear and respectful manner has left a lasting impression on many residents.

I believe her unique perspective, years of service, and dedication to diversity in decision-making are essential to ensuring fair representation for all members of our community.

Thank you for considering her reappointment.

Sincerely,  
Eric and Shae Krapf

## Support for Irma Golden Reappointment

---

**From** Jennifer Hawes <jenni.hawes80@gmail.com>

**Date** Fri 1/17/2025 12:04 PM

**To** Emily Dabish Yahkind <edy@superior-twp.org>; Angela Robinson <arobinson@superior-twp.org>; Lisa Lewis <llewis@superior-twp.org>; Dana Greene <dgreene@superior-twp.org>; Sarah Devereaux <sdevereaux@superior-twp.org>; Brenda McKinney <brendamckinney@superior-twp.org>; Ken Schwartz <kenschwartz@superior-twp.org>

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Good Morning!

My name is Jennifer Hawes and I am a Superior Township resident and tax payer. I would like to extend my support to Irma Golden in regards to her reappointment to the Board of Review (Property Tax Appeal).

Early on and much before the election, Irma was the one and only board member to take time to visit my home, introduce herself and ask me my thoughts regarding the community. She is the only board member who truly supported me and investigated on behalf of our neighborhood when Morris Concrete trespassed on my property, harassed myself, my husband and my mother, lied regarding repair expectations and presented unethical business practices. The incident escalated to the point where we contacted and needed the sheriff's department to intervene. Through it all she was supportive and genuinely cared.

Irma cares deeply about the community and not the politics. I do hope the board will consider reappointing her to this role. She wholeheartedly receives my family's support and endorsement.

Thank you,  
Jenni Hawes  
734-635-0818

## Support for Irma Golden

---

**From** Thomas Brennan <brennan4superior@outlook.com>

**Date** Fri 1/17/2025 11:20 AM

**To** Angela Robinson <arobinson@superior-twp.org>

You don't often get email from brennan4superior@outlook.com. [Learn why this is important](#)

Hi Angela,

I am sending this to you since correspondences for the township board are received through the clerk.

I just wanted to share that I am disappointed to hear that Irma Golden is not being reappointed to the Board of Review.

Irma has been a dedicated community member longer than I have lived in Superior Township. She brings her Real Estate Experience to the community.

I hope the board will take this message into consideration at the upcoming meeting.

Many thanks for your help.

Tom

Thomas E Brennan III  
1651 Sheffield Dr  
Superior Twp, MI 48198  
734-945-4837  
brennan4superior@outlook.com

## Reappoint Irma Golden

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**From** Jennifer Spencer <jenmarie.jms@gmail.com>

**Date** Fri 1/17/2025 10:55 AM

**To** Emily Dabish Yahkind <edy@superior-twp.org>; Angela Robinson <arobinson@superior-twp.org>; Lisa Lewis <llewis@superior-twp.org>; Dana Greene <dgreene@superior-twp.org>; Sarah Devereaux <sdevereaux@superior-twp.org>; Brenda McKinney <brendamckinney@superior-twp.org>; Ken Schwartz <kenschwartz@superior-twp.org>

Some people who received this message don't often get email from jenmarie.jms@gmail.com. [Learn why this is important](#)

Hello,

I am writing to you as a Superior Township resident. I feel fortunate to have gotten to know Irma Golden who takes our concerns in our neighborhoods with high priority. I never realized how much care some neighborhoods have been lacking until the issues recently have been highlighted from neighboring communities. No one on the Board took responsibility so Irma stepped up and made our voices heard. I am extremely proud of Irma fighting for equal rights for every resident in Superior Township. I trust her word to be the person our township needs to help keep Superior Township a happy and safe community. Please reappoint Irma Golden.

Thank you,

Jennifer

**Irma Golden**

---

**From** TANYA HANDY <tanyahandy2012@gmail.com>

**Date** Fri 1/17/2025 10:40 AM

**To** Angela Robinson <arobinson@superior-twp.org>; Lisa Lewis <llewis@superior-twp.org>; Dana Greene <dgreene@superior-twp.org>; Brenda McKinney <brendamckinney@superior-twp.org>; Ken Schwartz <kenschwartz@superior-twp.org>; Sarah Devereaux <sdevereaux@superior-twp.org>

Some people who received this message don't often get email from tanyahandy2012@gmail.com. [Learn why this is important](#)

As a member of this community I am in full support of Irma Golden being reinstated to the board. It's to my understanding that without her the board will not reflect the makeup of our community. This is extremely disturbing especially in this racially charged climate we're in. A board of anything should consist of the people it's claims to represent. Irma Golden was not only good at her job she is a trusted Pillar of our community. I have yet to take ANY concerns to her and she not responded with a solution.

Sincerely,

Tanya Handy

313-641-4600

[tanyahandy2012@gmail.com](mailto:tanyahandy2012@gmail.com)

## Reinstatement of Irma Golden-Board of Review

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**From** L G . <mflatashagolden@gmail.com>

**Date** Fri 1/17/2025 10:00 AM

**To** Emily Dabish Yahkind <edy@superior-twp.org>; Angela Robinson <arobinson@superior-twp.org>; Lisa Lewis <llewis@superior-twp.org>; Dana Greene <dgreene@superior-twp.org>; Sarah Devereaux <sdevereaux@superior-twp.org>; Brenda McKinney <brendamckinney@superior-twp.org>; Ken Schwartz <kenschwartz@superior-twp.org>

Some people who received this message don't often get email from mflatashagolden@gmail.com. [Learn why this is important](#)

Good Morning Superior Township Board Members,

After reviewing the board packet it appears there is a plan to replace Irma Golden with another individual on the board of review.

I ask that you consider her continued dedication to the township and consider the possibility that there are personal agendas at play. Many home owners have been made aware of the low income guidelines in place because of Irma Golden. Relationships have been built and that level of service is what the residents of Superior Township deserve.

My expectation of the board is to discontinue old, unfair ways of doing business and put the people at the forefront. Please do what's best for the residents of Superior Township, including those of us South of Geddes.

Thank you,

Latasha Lynn Golden  
1558 Sheffield Drive  
Superior Twp



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**Irma Golden Appointment to the Superior Township Board of Review**

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**From** Jan Piert <jpiert@gmail.com>

**Date** Fri 1/17/2025 8:44 AM

**To** Emily Dabish Yahkind <edy@superior-twp.org>; Angela Robinson <arobinson@superior-twp.org>; llewis@superior-two.org <llewis@superior-two.org>; danagreene@superior-twp.org <danagreene@superior-twp.org>; Sarah Devereaux <sdevereaux@superior-twp.org>; Brenda McKinney <brendamckinney@superior-twp.org>; Ken Schwartz <kenschwartz@superior-twp.org>

Good morning Township Trustees,

As a long time superior township resident I am recommending that Irma Golden be reappointed to the Board of Review. Her knowledge as a real estate owner, laws impacting property taxes, community involvement and tireless efforts to serve our township makes her exceptionally qualified to serve.

Sincerely,  
Jan Piert

## Superior Township Board of Review

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**From** christina watts <1967babygirl@gmail.com>

**Date** Mon 1/20/2025 11:20 PM

**To** Angela Robinson <arobinson@superior-twp.org>; Emily Dabish Yahkind <edy@superior-twp.org>; Lisa Lewis <llewis@superior-twp.org>; Dana Greene <dgreene@superior-twp.org>; Sarah Devereaux <sdevereaux@superior-twp.org>; Brenda McKinney <brendamckinney@superior-twp.org>; Ken Schwartz <kenschwartz@superior-twp.org>

Some people who received this message don't often get email from 1967babygirl@gmail.com. [Learn why this is important](#)

My name is Christina Myles and I urge you to uphold and support Irma Golden for the Superior Township Board of Review. Ms. Golden has worked tirelessly in service of the residents of this great Township. My husband and I have lived here since 2016 and value Ms. Golden as a trusted resource and confidant. Please consider our wishes as concerned constituents. Thank you and best regards.

**Irma Golden- Township Board of Review**

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**From** Talitha Gilyard-Mcfadden <gtalitha@gmail.com>

**Date** Mon 1/20/2025 3:44 PM

**To** Emily Dabish Yahkind <edy@superior-twp.org>; Angela Robinson <arobinson@superior-twp.org>; Lisa Lewis <llewis@superior-twp.org>; Dana Greene <dgreene@superior-twp.org>; sdevereaux@supeior-twp.org <sdevereaux@supeior-twp.org>; Brenda McKinney <brendamckinney@superior-twp.org>; Ken Schwartz <kenschwartz@superior-twp.org>

Some people who received this message don't often get email from gtalitha@gmail.com. [Learn why this is important](#)

To Whom It May Concern,

I am writing to formally request the reappointment of Irma Golden to the Township Board of Review. As a long-term resident of the Oakbrook subdivision, I have witnessed firsthand her dedication and positive impact on our community.

Irma Golden has always been proactive in addressing our community's events and challenges. Last year, when I shared a video on the "Nextdoor" app of someone attempting to break into my husband's vehicle, Irma was the only community leader who reached out to me directly. Her kind message and offer to share the video with our local police department provided me with much-needed reassurance.

Irma consistently responds to community inquiries on social media, sharing valuable information on topics such as property taxes, sidewalk repairs, water main issues, and more. Notably, she has advocated for resolving issues with our trash company, Priority Waste Management, and has actively participated in neighborhood cleanups. Her involvement in the cleanup of the walking path bridge off Prospect Road is just one example of her commitment to our community's well-being. Furthermore, she has tirelessly campaigned for safer streets and sidewalks.

Despite her loss of the Township Supervisor position, Irma has remained a steadfast and positive voice within our community. Her dedication to holding decision-makers accountable and sharing her knowledge of the property tax process further underscores her suitability for the Board of Review.

In conclusion, I wholeheartedly support Irma Golden's reappointment to the Township Board of Review. Please feel free to contact me if you would like to discuss this recommendation further.

Thank you for considering this request.

Sincerely,

Talitha McFadden  
911 Stamford Road  
734.678.7279

## Supporting Irma Golden

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**From** colinking@comcast.net <colinking@comcast.net>

**Date** Mon 1/20/2025 2:53 PM

**To** Emily Dabish Yahkind <edy@superior-twp.org>; Angela Robinson <arobinson@superior-twp.org>; Lisa Lewis <llewis@superior-twp.org>; Dana Greene <dgreene@superior-twp.org>; Sarah Devereaux <sdevereaux@superior-twp.org>; Brenda McKinney <brendamckinney@superior-twp.org>; Ken Schwartz <kenschwartz@superior-twp.org>

You don't often get email from colinking@comcast.net. [Learn why this is important](#)

Hello this email serves as support for Irma Golden as a board member.

Thanks Dr. King

## Recommendation for Irma Golden

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From Kathy Davis <KathleenF\_Davis@ihacares.com>

Date Sun 1/19/2025 6:45 PM

To Emily Dabish Yahkind <edy@superior-twp.org>; Angela Robinson <arobinson@superior-twp.org>; Lisa Lewis <llewis@superior-twp.org>; Dana Greene <dgreene@superior-twp.org>; Sarah Devereaux <sdevereaux@superior-twp.org>; Brenda McKinney <brendamckinney@superior-twp.org>; Ken Schwartz <kenschwartz@superior-twp.org>

Some people who received this message don't often get email from kathleenf\_davis@ihacares.com. [Learn why this is important](#)

To Whom It May Concern,

We are pleased to recommend Irma Golden for reappointment to the Board of Review for Superior Township. Having been neighbors for over 20 years, we have consistently seen Irma demonstrate fairness, integrity, and dedication to our community.

Her ability to balance the needs of the community with an adherence to rules and regulations makes her an invaluable asset to the Board of Review. We have witnessed firsthand the care and attention put into her work, and it is clear that she is fully dedicated to serving the residents of Superior Township with honesty and respect. Irma's commitment to transparent, thoughtful decision-making has been an invaluable asset to the Township, and I am confident she will continue to serve with excellence. I wholeheartedly support her reappointment.

Sincerely,  
Patrick and Kathleen Davis

1582 Sheffield Dr.

## Support For Irma Golden To Superior Township Board Of Review

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**From** Aram Kalousdian <kalousdian@comcast.net>

**Date** Sat 1/18/2025 11:03 AM

**To** Emily Dabish Yahkind <edy@superior-twp.org>; Angela Robinson <arobinson@superior-twp.org>; Lisa Lewis <llewis@superior-twp.org>; Dana Greene <dgreene@superior-twp.org>; Sarah Devereaux <sdevereaux@superior-twp.org>; Brenda McKinney <brendamckinney@superior-twp.org>; Ken Schwartz <kenschwartz@superior-twp.org>

You don't often get email from kalousdian@comcast.net. [Learn why this is important](#)

Hello:

I have been a resident of Superior Township for over 22 years. I support Irma Golden for reappointment to the Superior Township Board of Review. Her experience and concern for the residents of the township has made her a valuable asset to the township.

Aram Kalousdian  
1917 Savannah Ln.  
Superior Township

## Reappointment Of Irma Golden to Superior Township Board

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From Mary Weed <maryweed@umich.edu>

Date Sat 1/18/2025 12:00 PM

To Emily Dabish Yahkind <edy@superior-twp.org>; Angela Robinson <arobinson@superior-twp.org>; Lisa Lewis <llewis@superior-twp.org>; Dana Greene <dgreene@superior-twp.org>; Sarah Devereaux <sdevereaux@superior-twp.org>; Brenda McKinney <brendamckinney@superior-twp.org>; Ken Schwartz <kenschwartz@superior-twp.org>

You don't often get email from maryweed@umich.edu. [Learn why this is important](#)

As a resident of Superior Township for over 30 years, I strongly support the reappointment of Irma Golden to the Township Board of Review. Irma has been a strong supporter of the residents and a tireless worker for everyone. Her experience makes her uniquely qualified to ensure property assessments are fair, transparent and clear to all residents. Irma also has the knowledge and recognition of the area so as to provide sound decision making. Above all, she is known and trusted by her constituents.

The reappointment of Irma Golden will ensure fairness and equity of representation on the Township Board.

Mary Weed, AS, BA, MA, LVT

## REAPPOINTMENT OF IRMA GOLDEN

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From David Mason <d7mason@gmail.com>

Date Sat 1/18/2025 1:29 PM

To Emily Dabish Yahkind <edy@superior-twp.org>; Angela Robinson <arobinson@superior-twp.org>; Lisa Lewis <llewis@superior-twp.org>; Dana Greene <dgreene@superior-twp.org>; Sarah Devereaux <sdevereaux@superior-twp.org>; Brenda McKinney <brendamckinney@superior-twp.org>; Ken Schwartz <kenschwartz@superior-twp.org>

Some people who received this message don't often get email from d7mason@gmail.com. [Learn why this is important](#)

Hello. I wish to address you all as a 30 plus year resident of Superior Township. I have known Irma Golden since the day she moved into her house that stands directly in front of mine. She has been a superlative neighbor and a good friend for all of that time.

Time during which I have learned she has a tremendous stock of energy, strong character, personal integrity, and an unerring sense of how to serve her community in the most effective way possible. All her neighbors know that she will show up and do her best to resolve any issue that needs her attention. We have counted on her many times before, and she has never let us down.

In my opinion, it would be a most wise decision to renew her presence on your Board. She is highly qualified, motivated to do the work, she has valuable experience working for the community, and SHE GETS THINGS DONE!! I would not hesitate to include her on your team once more.

Sincerely,

David A. Mason  
1586 Sheffield Drive  
Superior Township, MI 48198



## Reappointment of Irma Golden

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**From** Othelia Pryor <otheliapryor@yahoo.com>

**Date** Sat 1/18/2025 7:35 PM

**To** Emily Dabish Yahkind <edy@superior-twp.org>; Angela Robinson <arobinson@superior-twp.org>; Lisa Lewis <llewis@superior-twp.org>; Dana Greene <dgreene@superior-twp.org>; Sarah Devereaux <sdevereaux@superior-twp.org>; Brenda McKinney <brendamckinney@superior-twp.org>; Ken Schwartz <kenschwartz@superior-twp.org>

You don't often get email from otheliapryor@yahoo.com. [Learn why this is important](#)

Hello Township Board,

I am writing to recommend that Irma Golden be reappointed to the Board of Review for Superior Charter Township. I know her to be a person of great integrity, knowledge, and having a sense of equity for all township residents. Please do not let this be another political appointment that will strip the residents of the best person for the job. She is a long-time resident, business owner, and citizen who has served our residents in many capacities. Please back her re-appointment.

Thank you,  
Othelia Washington Pryor

"No individual has any right to come into this world and go out of it, without leaving behind him distinct and legitimate reasons for having passed through it" ---George Washington Carver

## Reappointment to the Board of Review

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**From** Kelly James <kjamesaka1908@gmail.com>

**Date** Sat 1/18/2025 8:51 PM

**To** Emily Dabish Yahkind <edy@superior-twp.org>; Angela Robinson <arobinson@superior-twp.org>; Lisa Lewis <llewis@superior-twp.org>; Dana Greene <dgreene@superior-twp.org>; Sarah Devereaux <sdevereaux@superior-twp.org>; Brenda McKinney <brendamckinney@superior-twp.org>; Ken Schwartz <kenschwartz@superior-twp.org>

Some people who received this message don't often get email from kjamesaka1908@gmail.com. [Learn why this is important](#)

Good evening Board of Trustees,

This email is being sent in support of the reappointment of Irma Golden to the Board of Review in Superior Township. Irma will continue to be of service to the community through her due diligence and tenacity to get the job done. She's highly qualified and works hard to ensure property owners are well informed regarding their property taxes. If you want someone who is compassionate, supportive and knowledgeable, please re-elect Irma Golden.

Sincerely,

Kelly James

## Appointments to Non-Elected Positions

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**From** Brenda Baker <bakerpartin@aol.com>

**Date** Tue 1/21/2025 8:48 AM

**To** Emily Dabish Yahkind <edy@superior-twp.org>; Angela Robinson <arobinson@superior-twp.org>; Lisa Lewis <llewis@superior-twp.org>; Sarah Devereaux <sdevereaux@superior-twp.org>; Dana Greene <dgreene@superior-twp.org>; Brenda McKinney <brendamckinney@superior-twp.org>; Ken Schwartz <kenschwartz@superior-twp.org>

**Cc** Irma Golden <igolden51@hotmail.com>; brianclark@clarkfamilyagency.com <brianclark@clarkfamilyagency.com>

Brenda Baker  
8512 Ashton Ct  
Superior Township, MI 48198

January 21, 2025

Superior Township Board of Trustees:

Shortly after the current Board took office, a posting appeared in the Township Notices (website & email list) inviting interested residents to "apply" to fill openings on the Planning Commission and the Zoning Board of Appeals. I have served on the Planning Commission previously and now feel I have time to serve again, so I applied.

The process consisted of submitting a resume and a letter of interest. These would be reviewed by the Supervisor and a selection made. There was no interview involved, and no indication that the Supervisor would consult with anyone else, although she could have.

I am highly qualified to serve as Planning Commissioner, but I understand that some other residents are as well. Someone I am unfamiliar with was appointed, and I look forward to learning more about them from attending the Planning Commission meetings. But it got me to thinking...

Do all of you know this person (Curt Wolf)? Do you know who the other applicants were? Do you know what criteria the Supervisor based her recommendation on?

Another Planning Commissioner, Robert Steele, is up for reappointment in February. Or is he? Reappointing well-performing members of boards and commissions is customary, but not required.

Based on some of the communication in your packet, it is clear that Irma Golden is very interested in continuing to serve on the Board of Review. Not only was she not offered a reappointment before the position was opened up to others, but her recommended replacement is Brian Clark, who ran for Supervisor last year against Irma Golden and Emily Dabish Yahkind. I have a positive opinion of Mr. Clark as well as Irma Golden, but the optics are terrible. If the three-person Board has been functioning effectively and each of its members wishes to continue in this role, I encourage you to reappoint all three.

More broadly, I call on all of you to be more transparent in the appointment process for any role. If documents are requested from candidates, those should be shared at least with the Board, and preferably with the public. If interviews are involved, the interviewer(s) should summarize their findings regarding each candidate and share them.

Such procedures will encourage more residents to get involved in Township government and result in more diverse, balanced, and engaged boards and commissions that best represent and advocate for all of our citizens.

Sincerely,

Brenda J. Baker

Bernice Lindke  
3396 Alan Mark Drive  
Ann Arbor, Michigan 48105

January 21, 2025

Dear Board of Trustees,

Tonight, you will be voting on an appointment to the Board of Review (BOR), and I am writing to urge you to reappoint **Irma Golden**.

Ms. Golden was appointed to the BOR in 2022 and has served with distinction in that capacity. She not only has the credentials and experience to be a member of the BOR; she is clearly an asset to the township. Ms. Golden has served our residents in an open, knowledgeable, honest and fair manner. She has lived in our township for about 30 years, believes in educating and reaching out to our neighbors, and has gone above and beyond in serving our community.

Yesterday, Supervisor Dabish-Yahkind posted on Nextdoor a promise to our residents for transparency in all openings and reappointments to Township Boards and Commissions. She noted that the appointments will be posted on the Township website and will require submission of a cover letter, resume and candidate interview. Further, she stated that this practice **“has been implemented as a first of many measures to eliminate favoritism or the notion that appointments are indefinite.”**

When reviewing Resolution 2025-02, ZBA Appointments to the Board of Review, it recommends the reappointment of Mr. James Switala and Mr. John MacNicol; both have had several reappointments to the BOR. The third appointment is Mr. Brian Clark.

If Supervisor Dabish-Yahkind desires to eliminate the appearance of favoritism or demonstrate that appointments to boards and commissions are not indefinite, this decision goes against what she posted on Nextdoor.

**Integrity, honesty, authenticity, transparency and accountability** in government decisions are paramount to establishing trust in our officials. The Board of Trustees makes the decision for appointments to the Board of Review. You each have the right to review candidate materials and invite candidates to make an introduction and/or presentation to you at Board of Trustee meetings. Making informed decisions is one of the ways you can demonstrate openness and accountability and show that you work for the residents in our township. Including cover letters and resumes in the Board of Trustees packets is another way our public can view the transparency of this process.

From the information I have seen to date on the three candidates, Irma Golden is the one who has demonstrated the skill set, drive and care for working for our resident on the Board of Review. Please reappoint her to this Board.

Sincerely,

Bernice Lindke

p.s. If you want to put a term limit on these types of appointments, do so.

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**Board of Trustees**

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From D Alexander <da1975mi@gmail.com>

Date Mon 1/20/2025 9:04 PM

To Emily Dabish Yahkind <edy@superior-twp.org>; Angela Robinson <arobinson@superior-twp.org>; Lisa Lewis <llewis@superior-twp.org>; Dana Greene <dgreene@superior-twp.org>; Sarah Devereaux <sdevereaux@superior-twp.org>; Brenda McKinney <brendamckinney@superior-twp.org>; Ken Schwartz <kenschwartz@superior-twp.org>

Some people who received this message don't often get email from da1975mi@gmail.com. [Learn why this is important](#)

Board of Trustees:

I've been closely following the recent developments with the Board of Trustees, and I'm growing increasingly troubled by what seems to be a lack of accountability and transparency. The township is reportedly over \$1,000,000 over budget, yet no one is taking responsibility for this situation.

Who has failed the Board, residents, and township in their responsibilities and for how long? Does the township have a controller or financial manager? This raises serious questions about how financial decisions are being made, active involvement, timely reporting, and whether anyone is truly held accountable for the consequences.

I also noticed a recent discussion regarding a hiring discussion that seemed to go nowhere. The conversation went round and round, disagreement between the woman at the podium who approved the hiring and several board members, lack of details, and no one seemed to know what to do or avoided stepping on toes. While I understand that a new board might be finding its footing, it's important that each of you are informed, ask questions, follow policies, document, and be decisive especially when it involves important decisions that directly affect the township and hiring.

Another issue I've been trying to understand recently is the process around the Board of Review reappointments. What do Emily Dabish-Yahkind, Irma Golden, and Brian Clark have in common?

Are there any unspoken promises or personal issues influencing the way members are functioning? And, if so, how might that be impacting the way they make decisions?



If one member is recommended to be replaced, why isn't there a recommendation to replace the entire Board of Review? I'm still left wondering about the Board's official perspective on this situation. It would be helpful to hear directly from all Board members, and the individual Board of Review members to get a clear understanding of what's really going on.

Are the other applications, resumes, and cover letters accessible? I've noticed that Irma Golden posted about this on Nextdoor, and I followed up to gather more information after talking to a neighbor. I received her resume and cover letter and I see no reason not to support her reappointment.

As a resident, I'm just looking for transparency and accountability. I believe the Board owes it to us to provide clear, detailed answers about these decisions, especially when it comes to finances, appointments, and personnel changes. These issues affect our community, and we deserve to know how and why such decisions are being made.

Thank you for your time.

D. Anderson

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# Building Department Report

10 February, 2025

- 1) Despite the winter weather, new home construction continues at Prospect Pointe West. Phase 2 was approved to proceed on 9/10/2024. The road's are completed and water and sewer mains are underway. They have submitted documents for Phase 3. They have been averaging 2 new starts per month.
- 2) Huron Dental Clinic at 5387 Plymouth /AA rd. has passed the electrical and framing rough for the 2 second floor apartments. Drywall has started on the second floor.
- 3) The roads are completed for the Kinsley subdivision. We just received Plans and application for the first 2 new house for the actual sub itself.
- 4) 6595 Plymouth A/A is in the drywall and exterior finishes stage right now.
- 5) We currently have 14 separate custom homes being built in the Township.
- 6) No change to the Blight/Hoarding situation at 4745 Napier Ct., is still in a holding pattern. The structure is boarded up and secure while arrangements are being worked on to demolish the buildings and prepare the property for sale.
- 7) There continues to be an average of 2-week delay in permit processing, due to the lag-time caused by the outsourcing of Zoning. This is no reflection on Diane at Carlisle Wartman. It is just a logistical reality.

# SUPERIOR TOWNSHIP FIRE DEPARTMENT

## MEMO

**To:** Emily Dabish-Yahkind, Angela Robinson, Lisa Lewis  
**CC:** Christina Benitez  
**From:** Vic Chevrette, Fire Chief  
**Date:** 2/5/2025  
**Re:** Fire Chief/Fire Marshal Activity Report January 2025

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The following is the January 2025 activity report for the Fire Chief and Fire Marshal.

FOIA Request: 2

CMS Reporting: 1

Meetings Attended: Washtenaw Area Mutual Aid Fire Chief meeting, TAZ network meeting, OHM meeting for roof Station 1, M-14 fatality case with Township Attorney, WW Williams reference Truck Maintenance Schedule, Washtenaw County Hazmat Team meeting.

Training: Food Truck Inspections. Staff attended Blue Card Sim Lab.

Fire Prevention/Education: None

Fire Casualty: None

Investigations: None

Other: Monitor Lieutenant written exam.

Total calls for service January 2025: 136

Respectfully Submitted,

Victor G. Chevrette, Fire Chief

The following is the January 2025 activity report for the Fire Marshal

Fire Suppression Plan Reviews/Zoom Conference: 1

Fire Suppression Inspections: 3

Fire Protection Inspections: 2

Fire Department Access inspection:

Fire Pump Inspection: 1

Hydrant Flow Test:

Plan Review: 4

Plan Review Zoom meetings:

Building Inspection:

Knox Box Installation:

Consultation, Fire Protection:

Fire Alarm Plan Review:

Fire Alarm Inspection / test: 2

Fire Investigation: 1

Fire Investigations follow up: 1

Fire Station #2 Construction Meeting:

Burning Complaint:

Burn Permits issued: 1

Chiefs Meeting:

Meetings: 4

EMT Training:

Code Research: 2

Food Truck: 2

Inspector Training:

NFPA 13 fire suppression Classes:

Draco: 1

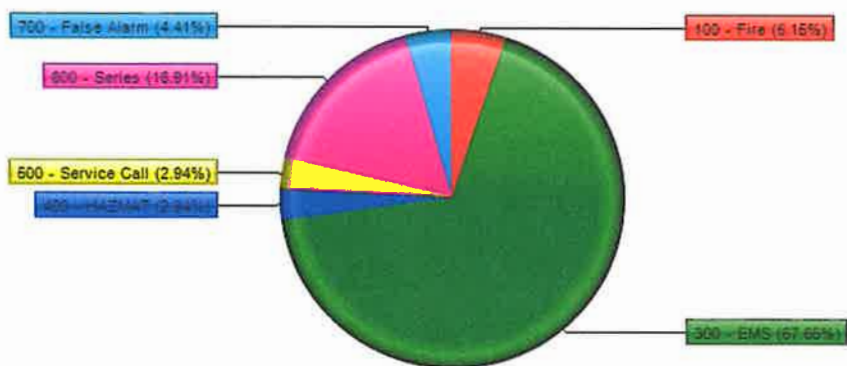
HuVaco: 1

Code Enforcement: 1

Respectfully Submitted,  
Dan Kimball, Fire Marshal

**Fire Incident Type Breakdown**

Incident Type Group	
100 - Fire	7
300 - EMS	92
400 - HAZMAT	4
500 - Service Call	4
600 - Series	23
700 - False Alarm	6
	<b>136</b>



**Major Fires with Property Loss > \$1M**

Incident Date	Incident Number	Alarm Date	Incident Type	Incident Type Code	Property Use	Property Use Code	Estimated Property Loss
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No records were found.

**Major Fires (Civilian Casualties)**

Incident Date	Incident Number	Property Use	Property Use Code	Structure Fires	Estimated Property Loss	Injury or Death	Civilian Casualty	Severity Code	Civilian Deaths	Incident Type Code
1/22/2025 12:00:00 AM	4080870	1 or 2 family dwelling	419	01 - Residential - Private Dwelling	\$10,000.00	Not Recorded	0		0	121
1/8/2025 12:00:00 AM	4074739	Multifamily dwelling	429	02 - Residential - Apartments		Not Recorded	0		0	111
1/8/2025 12:00:00 AM	4074980	Multifamily dwelling	429	02 - Residential - Apartments		Not Recorded	0		0	113
1/4/2025 12:00:00 AM	4073192	1 or 2 family dwelling	419	01 - Residential - Private Dwelling		Not Recorded	0		0	113
1/8/2025 12:00:00 AM	4075048	Residential street, road or residential driveway	962	12 - Other Structures	\$6,000.00	Not Recorded	0		0	131
1/20/2025 12:00:00 AM	4079943	Vehicle parking area	965	12 - Other Structures	\$20,000.00	Not Recorded	0		0	132
1/9/2025 12:00:00 AM	4075264	Highway or divided highway	961	12 - Other Structures	\$6,500.00	Not Recorded	0		0	131
					<b>Total Loss \$42,500.00</b>					



Aid Given Or Received	Incident Number	NFIRS Number	Alarm Date	Aid Given Or Received Code	Aided Agency Name	Aiding Agency Name	Report Writer Last Name
<b>Automatic aid given</b>							
	4074739	0000030	1/8/2025 10:24:02 AM	4	Ypsilanti Township Fire Department		CHEVRETTE
	4081217	0000091	1/23/2025 12:24:07 AM	4	Ypsilanti Township Fire Department		MONDAY
<b>Automatic aid received</b>							
	4080870	0000086	1/22/2025 7:55:38 AM	2		Ypsilanti City Fire Department	FRENCH
	4080870	0000086	1/22/2025 7:55:38 AM	2		Ypsilanti Township Fire Department	FRENCH
<b>Mutual aid given</b>							
	4077581	0000062	1/14/2025 10:45:00 AM	3	Ann Arbor Township Fire Department		KIMBALL
	4081586	0000095	1/23/2025 3:55:20 PM	3	Ypsilanti City Fire Department		COKER
	4082478	0000110	1/25/2025 1:08:46 PM	3	Ypsilanti Township Fire Department		KIMBALL
<b>Mutual aid received</b>							
	4076173	0000044	1/11/2025 12:10:11 PM	1		Ann Arbor City Fire Dept.	CLARK
	4082355	0000109	1/25/2025 7:35:05 AM	1		Ypsilanti City Fire Department	OBERSTAEDT

Aided Agency Name	Details
Ann Arbor Township Fire Department	1 Rows
Ypsilanti City Fire Department	1 Rows
Ypsilanti Township Fire Department	3 Rows
	<b>5 Rows</b>

<b>Alarm Date</b>	<b>Incident Number</b>	<b>NFIRS Number</b>	<b>Aid Given Or Received</b>	<b>Aiding Agency Name</b>	<b>Aided Agency Name</b>
1/22/2025 7:55:38 AM	4080870	0000086	Automatic aid received	Ypsilanti City Fire Department	
1/22/2025 7:55:38 AM	4080870	0000086	Automatic aid received	Ypsilanti Township Fire Department	
1/11/2025 12:10:11 PM	4076173	0000044	Mutual aid received	Ann Arbor City Fire Dept.	
1/25/2025 7:35:05 AM	4082355	0000109	Mutual aid received	Ypsilanti City Fire Department	

Fire - Incident Types Codes with Detail Breakdown

Date: Wednesday, February 5, 2025  
Time: 10:41:45 AM

Incident Type Group	Incident Type Code	Alarm Date	Incident Number	NFIRS Number	Incident Type	Action Taken 1	Property Use Code	Property Use
<b>100 - Fire</b>								
	<b>111</b>							
		1/8/2025 10:24:02 AM	4074739	0000030	Building fire	Provide manpower	429	Multifamily dwelling
						1		
	<b>113</b>							
		1/8/2025 8:13:41 PM	4074980	0000035	Cooking fire, confined to container	Investigate	429	Multifamily dwelling
						1		
	<b>121</b>							
		1/22/2025 7:55:38 AM	4080870	0000086	Fire in mobile home used as fixed residence	Extinguishment by fire service personnel	419	1 or 2 family dwelling
						1		
	<b>131</b>							
		1/8/2025 11:59:37 PM	4075048	0000041	Passenger vehicle fire	Extinguishment by fire service personnel	962	Residential street, road or residential driveway
		1/9/2025 1:44:01 PM	4075264	0000036	Passenger vehicle fire	Extinguishment by fire service personnel	961	Highway or divided highway
						2		
	<b>132</b>							
		1/20/2025 4:51:05 AM	4079943	0000077	Road freight or transport vehicle fire	Extinguishment by fire service personnel	965	Vehicle parking area
						1		
<b>6</b>								



300 - EMS								
311								
		12/31/2024 12:17:42 PM	4071446	0001907	Medical assist, assist EMS crew	Provide manpower	419	1 or 2 family dwelling
		1/1/2025 4:08:48 AM	4071761	0000003	Medical assist, assist EMS crew	Information, investigation & enforcement, other	400	Residential, other
		1/2/2025 5:08:47 PM	4072399	0000008	Medical assist, assist EMS crew	Investigate	429	Multifamily dwelling
		1/3/2025 9:59:32 AM	4072648	0000013	Medical assist, assist EMS crew	Provide manpower	311	24-hour care Nursing homes, 4 or more persons
		1/3/2025 11:53:15 AM	4072702	0000015	Medical assist, assist EMS crew	Emergency medical services, other	419	1 or 2 family dwelling
		1/4/2025 8:44:28 AM	4073047	0000016	Medical assist, assist EMS crew	Provide basic life support (BLS)	419	1 or 2 family dwelling
		1/4/2025 12:11:05 PM	4073106	0000018	Medical assist, assist EMS crew	Provide basic life support (BLS)	419	1 or 2 family dwelling
		1/6/2025 11:16:14 AM	4073924	0000023	Medical assist, assist EMS crew	Provide manpower	419	1 or 2 family dwelling
		1/7/2025 9:42:31 PM	4074569	0000027	Medical assist, assist EMS crew	Provide manpower	429	Multifamily dwelling
		1/9/2025 1:56:41 PM	4075268	0000039	Medical assist, assist EMS crew	Information, investigation & enforcement, other	215	High school/junior high school/middle school
		1/12/2025 4:40:20 PM	4076655	0000047	Medical assist, assist EMS crew	Information, investigation & enforcement, other	400	Residential, other
		1/13/2025 8:08:04 PM	4077165	0000053	Medical assist, assist EMS crew	Emergency medical services, other	419	1 or 2 family dwelling
		1/13/2025 9:37:00 PM	4077200	0000052	Medical assist, assist EMS crew	Assistance, other	419	1 or 2 family dwelling
		1/14/2025 9:36:40 AM	4077345	0000060	Medical assist, assist EMS crew	Provide manpower	419	1 or 2 family dwelling
		1/14/2025 4:48:12 PM	4077547	0000058	Medical assist, assist EMS crew	Provide manpower	419	1 or 2 family dwelling
		1/16/2025 12:09:03 AM	4078114	0000066	Medical assist, assist EMS crew	Provide basic life support (BLS)	419	1 or 2 family dwelling
		1/17/2025 4:16:12 AM	4078649	0000070	Medical assist, assist EMS crew	Provide manpower	311	24-hour care Nursing homes, 4 or more persons

		1/17/2025 6:52:49 PM	4078962	0000071	Medical assist, assist EMS crew	Information, investigation & enforcement, other	400	Residential, other
		1/17/2025 10:50:24 PM	4079046	0000072	Medical assist, assist EMS crew	Assistance, other	311	24-hour care Nursing homes, 4 or more persons
		1/19/2025 6:54:03 AM	4079551	0000074	Medical assist, assist EMS crew	Assistance, other	419	1 or 2 family dwelling
		1/19/2025 2:49:00 PM	4079706	0000076	Medical assist, assist EMS crew	Assistance, other	311	24-hour care Nursing homes, 4 or more persons
		1/19/2025 11:32:00 PM	4079876	0000081	Medical assist, assist EMS crew	Assist physically disabled	419	1 or 2 family dwelling
		1/20/2025 8:27:02 AM	4079992	0000079	Medical assist, assist EMS crew	Provide first aid & check for injuries	419	1 or 2 family dwelling
		1/22/2025 5:18:27 AM	4080840	0000085	Medical assist, assist EMS crew	Emergency medical services, other	429	Multifamily dwelling
		1/22/2025 4:37:58 PM	4081064	0000088	Medical assist, assist EMS crew	Standby	419	1 or 2 family dwelling
		1/23/2025 5:55:34 AM	4081298	0000090	Medical assist, assist EMS crew	Assist physically disabled	311	24-hour care Nursing homes, 4 or more persons
		1/23/2025 9:14:30 AM	4081387	0000093	Medical assist, assist EMS crew	Provide manpower	419	1 or 2 family dwelling
		1/23/2025 11:14:58 PM	4081756	0000099	Medical assist, assist EMS crew	Information, investigation & enforcement, other	311	24-hour care Nursing homes, 4 or more persons
		1/24/2025 6:27:17 PM	4082169	0000105	Medical assist, assist EMS crew	Standby	311	24-hour care Nursing homes, 4 or more persons
		1/24/2025 6:31:38 PM	4082171	0000103	Medical assist, assist EMS crew	Provide basic life support (BLS)	419	1 or 2 family dwelling
		1/24/2025 9:30:57 PM	4082223	0000106	Medical assist, assist EMS crew	Provide basic life support (BLS)	962	Residential street, road or residential driveway
		1/25/2025 3:21:35 PM	4082525	0000111	Medical assist, assist EMS crew	Information, investigation & enforcement, other	311	24-hour care Nursing homes, 4 or more persons
		1/25/2025 8:07:21 PM	4082638	0000112	Medical assist, assist EMS crew	Provide manpower	311	24-hour care Nursing homes, 4 or more persons
		1/26/2025 10:35:27 AM	4082865	0000113	Medical assist, assist EMS crew	Assistance, other	419	1 or 2 family dwelling
		1/27/2025 5:07:55 PM	4083481	0000120	Medical assist, assist EMS crew	Provide manpower	419	1 or 2 family dwelling
		1/27/2025 11:17:45 PM	4083627	0000122	Medical assist, assist EMS crew	Control traffic	961	Highway or divided highway



		1/28/2025 10:59:18 PM	4084095	0000125	Medical assist, assist EMS crew	Emergency medical services, other	311	24-hour care Nursing homes, 4 or more persons
		1/29/2025 1:11:12 PM	4084346	0000130	Medical assist, assist EMS crew	Assistance, other	419	1 or 2 family dwelling
							38	
<b>321</b>								
		12/31/2024 8:53:58 PM	4071629	0001909	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	419	1 or 2 family dwelling
		1/1/2025 1:09:04 AM	4071710	0000002	EMS call, excluding vehicle accident with injury	Information, investigation & enforcement, other	400	Residential, other
		1/1/2025 2:07:54 AM	4071729	0000012	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	429	Multifamily dwelling
		1/1/2025 7:53:54 PM	4072029	0000004	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	429	Multifamily dwelling
		1/2/2025 4:38:53 PM	4072385	0000007	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	419	1 or 2 family dwelling
		1/2/2025 4:51:56 PM	4072391	0000006	EMS call, excluding vehicle accident with injury	Assist physically disabled	419	1 or 2 family dwelling
		1/2/2025 7:09:14 PM	4072448	0000009	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	429	Multifamily dwelling
		1/2/2025 7:40:07 PM	4072457	0000010	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	419	1 or 2 family dwelling
		1/3/2025 8:00:45 AM	4072607	0000011	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	419	1 or 2 family dwelling
		1/3/2025 1:20:03 PM	4072729	0000025	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	429	Multifamily dwelling
		1/4/2025 9:14:56 AM	4073061	0000017	EMS call, excluding vehicle accident with injury	Provide basic life support (BLS)	965	Vehicle parking area
		1/4/2025 6:27:33 PM	4073230	0000026	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	419	1 or 2 family dwelling
		1/6/2025 7:43:59 AM	4073824	0000022	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	419	1 or 2 family dwelling
		1/6/2025 3:42:27 PM	4074016	0000024	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	419	1 or 2 family dwelling
		1/7/2025 4:37:15 PM	4074461	0000028	EMS call, excluding vehicle accident with injury	Information, investigation & enforcement, other	400	Residential, other
		1/7/2025 11:01:40 PM	4074589	0000033	EMS call, excluding vehicle accident with injury	Information, investigation & enforcement, other	400	Residential, other

		1/8/2025 9:07:40 AM	4074703	0000029	EMS call, excluding vehicle accident with injury	Information, investigation & enforcement, other	429	Multifamily dwelling
		1/8/2025 11:53:13 AM	4074784	0000032	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	419	1 or 2 family dwelling
		1/11/2025 12:10:11 PM	4076173	0000044	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	419	1 or 2 family dwelling
		1/12/2025 3:57:06 AM	4076451	0000045	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	419	1 or 2 family dwelling
		1/12/2025 7:24:39 PM	4076718	0000046	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	419	1 or 2 family dwelling
		1/13/2025 5:39:41 AM	4076837	0000048	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	419	1 or 2 family dwelling
		1/13/2025 2:32:06 PM	4077033	0000049	EMS call, excluding vehicle accident with injury	Investigate	419	1 or 2 family dwelling
		1/13/2025 7:35:21 PM	4077156	0000056	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	419	1 or 2 family dwelling
		1/13/2025 9:55:18 PM	4077203	0000054	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	419	1 or 2 family dwelling
		1/15/2025 12:46:21 PM	4077875	0000063	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	419	1 or 2 family dwelling
		1/15/2025 10:23:28 PM	4078091	0000080	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	300	Health care, detention, & correction, other
		1/16/2025 7:17:38 PM	4078521	0000068	EMS call, excluding vehicle accident with injury	Information, investigation & enforcement, other	429	Multifamily dwelling
		1/17/2025 2:22:52 AM	4078641	0000069	EMS call, excluding vehicle accident with injury	Information, investigation & enforcement, other	400	Residential, other
		1/19/2025 1:23:13 AM	4079495	0000092	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	429	Multifamily dwelling
		1/19/2025 2:49:16 PM	4079708	0000078	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	429	Multifamily dwelling
		1/21/2025 8:29:04 AM	4080443	0000082	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	429	Multifamily dwelling
		1/21/2025 5:08:00 PM	4080644	0000083	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	429	Multifamily dwelling
		1/23/2025 7:52:23 PM	4081692	0000097	EMS call, excluding vehicle accident with injury	Information, investigation & enforcement, other	400	Residential, other
		1/23/2025 8:14:06 PM	4081701	0000096	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	429	Multifamily dwelling



		1/24/2025 1:16:43 AM	4081787	0000100	EMS call, excluding vehicle accident with injury	Information, investigation & enforcement, other	400	Residential, other
		1/24/2025 10:11:00 AM	4081919	0000098	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	429	Multifamily dwelling
		1/24/2025 1:58:29 PM	4082038	0000101	EMS call, excluding vehicle accident with injury	Provide basic life support (BLS)	429	Multifamily dwelling
		1/24/2025 8:48:53 PM	4082217	0000108	EMS call, excluding vehicle accident with injury	Provide basic life support (BLS)	342	Doctor, dentist or oral surgeon office
		1/25/2025 1:00:40 AM	4082285	0000107	EMS call, excluding vehicle accident with injury	Provide basic life support (BLS)	429	Multifamily dwelling
		1/26/2025 10:33:21 PM	4083128	0000115	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	429	Multifamily dwelling
		1/26/2025 11:43:41 PM	4083149	0000116	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	419	1 or 2 family dwelling
		1/28/2025 10:50:28 AM	4083779	0000127	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	419	1 or 2 family dwelling
		1/28/2025 6:30:47 PM	4084017	0000126	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	429	Multifamily dwelling
		1/30/2025 10:05:09 PM	4084971	0000133	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	429	Multifamily dwelling
							45	
<b>322</b>								
		1/1/2025 3:34:18 AM	4071756	0000001	Motor vehicle accident with injuries	Provide manpower	936	Vacant lot
		1/15/2025 8:33:56 AM	4077772	0000064	Motor vehicle accident with injuries	Provide basic life support (BLS)	961	Highway or divided highway
		1/16/2025 7:06:22 AM	4078198	0000067	Motor vehicle accident with injuries	Investigate	960	Street, other
							3	
<b>324</b>								
		1/8/2025 8:54:08 PM	4074995	0000040	Motor vehicle accident with no injuries.	Investigate	962	Residential street, road or residential driveway
		1/9/2025 1:41:37 PM	4075263	0000038	Motor vehicle accident with no injuries.	Investigate	960	Street, other
		1/10/2025 7:12:23 PM	4075854	0000043	Motor vehicle accident with no injuries.	Information, investigation & enforcement, other	962	Residential street, road or residential driveway



		1/13/2025 9:13:41 PM	4077194	0000055	Motor vehicle accident with no injuries.	Provide first aid & check for injuries	962	Residential street, road or residential driveway
		1/23/2025 3:55:20 PM	4081586	0000095	Motor vehicle accident with no injuries.	Investigate		
							5	
	381							
		1/8/2025 8:30:32 AM	4074692	0000034	Rescue or EMS standby	Information, investigation & enforcement, other	429	Multifamily dwelling
							1	
92								
400 - HAZMAT								
	412							
		1/24/2025 4:01:54 PM	4082097	0000104	Gas leak (natural gas or LPG)	Investigate	938	Graded and cared-for plots of land
							1	
	463							
		1/14/2025 10:45:00 AM	4077581	0000062	Vehicle accident, general cleanup	Control traffic	961	Highway or divided highway
		1/25/2025 7:35:05 AM	4082355	0000109	Vehicle accident, general cleanup	Information, investigation & enforcement, other	963	Street or road in commercial area
		1/29/2025 10:54:42 AM	4084275	0000128	Vehicle accident, general cleanup	Investigate	963	Street or road in commercial area
							3	
4								
500 - Service Call								
	553							
		1/8/2025 1:51:45 PM	4074836	0000031	Public service	Assistance, other	962	Residential street, road or residential driveway

		1/27/2025 5:27:22 AM	4083205	0000117	Public service	Investigate	419	1 or 2 family dwelling
							2	
	554							
		1/2/2025 9:04:32 AM	4072223	0000005	Assist invalid	Assist physically disabled	429	Multifamily dwelling
		1/5/2025 2:27:01 PM	4073546	0000021	Assist invalid	Assistance, other	311	24-hour care Nursing homes, 4 or more persons
							2	
4								
<b>600 - Series</b>								
	611							
		12/31/2024 6:15:19 PM	4071587	0001908	Dispatched & canceled en route	Cancelled en route	419	1 or 2 family dwelling
		1/3/2025 1:14:22 PM	4072734	0000014	Dispatched & canceled en route	Cancelled en route	429	Multifamily dwelling
		1/4/2025 9:20:54 AM	4073063	0000020	Dispatched & canceled en route	Cancelled en route		
		1/10/2025 7:07:58 PM	4075851	0000042	Dispatched & canceled en route	Cancelled en route		
		1/14/2025 7:29:34 AM	4077309	0000059	Dispatched & canceled en route	Cancelled en route	311	24-hour care Nursing homes, 4 or more persons
		1/14/2025 3:22:36 PM	4077506	0000057	Dispatched & canceled en route	Cancelled en route		
		1/16/2025 12:14:51 AM	4078119	0000065	Dispatched & canceled en route	Cancelled en route		
		1/18/2025 7:24:48 AM	4079144	0000073	Dispatched & canceled en route	Cancelled en route		
		1/19/2025 10:11:00 AM	4079606	0000075	Dispatched & canceled en route	Cancelled en route		
		1/20/2025 11:39:34 AM	4080082	0000087	Dispatched & canceled en route	Cancelled en route		
		1/21/2025 8:14:02 PM	4080720	0000084	Dispatched & canceled en route	Cancelled en route		



		1/22/2025 6:15:45 PM	4081098	0000089	Dispatched & canceled en route	Cancelled en route	311	24-hour care Nursing homes, 4 or more persons
		1/23/2025 12:24:07 AM	4081217	0000091	Dispatched & canceled en route	Cancelled en route	429	Multifamily dwelling
		1/24/2025 3:44:57 PM	4082091	0000102	Dispatched & canceled en route	Cancelled en route		
		1/25/2025 1:08:46 PM	4082478	0000110	Dispatched & canceled en route	Cancelled en route	429	Multifamily dwelling
		1/26/2025 5:01:17 AM	4082778	0000119	Dispatched & canceled en route	Cancelled en route		
		1/26/2025 10:39:00 PM	4083130	0000114	Dispatched & canceled en route	Cancelled en route		
		1/28/2025 4:35:34 PM	4083957	0000123	Dispatched & canceled en route	Cancelled en route		
		1/29/2025 1:08:16 PM	4084344	0000129	Dispatched & canceled en route	Cancelled en route	419	1 or 2 family dwelling
		1/29/2025 4:23:00 PM	4084413	0000132	Dispatched & canceled en route	Cancelled en route		
		1/29/2025 11:00:00 PM	4084538	0000131	Dispatched & canceled en route	Cancelled en route		
					21			
622								
		1/27/2025 3:21:02 AM	4083185	0000118	No incident found on arrival at dispatch address	Investigate	429	Multifamily dwelling
		1/28/2025 5:51:03 PM	4083995	0000124	No incident found on arrival at dispatch address	Investigate	419	1 or 2 family dwelling
					2			
23								
700 - False Alarm								
700								
		1/9/2025 1:27:55 PM	4075256	0000037	False alarm or false call, other	Investigate	419	1 or 2 family dwelling
					1			

	734							
		1/13/2025 11:56:39 AM	4076959	0000050	Heat detector activation due to malfunction	Information, investigation & enforcement, other	100	Assembly, other
							1	
	736							
		1/13/2025 4:01:52 PM	4077074	0000051	CO detector activation due to malfunction	Investigate	419	1 or 2 family dwelling
							1	
	741							
		1/23/2025 3:43:07 PM	4081576	0000094	Sprinkler activation, no fire - unintentional	Investigate	311	24-hour care Nursing homes, 4 or more persons
							1	
	743							
		1/4/2025 4:28:50 PM	4073192	0000019	Smoke detector activation, no fire - unintentional	Investigate	419	1 or 2 family dwelling
		1/27/2025 12:02:54 PM	4083350	0000121	Smoke detector activation, no fire - unintentional	Investigate	419	1 or 2 family dwelling
							2	
	744							
		1/14/2025 3:11:08 PM	4077503	0000061	Detector activation, no fire - unintentional	Investigate	419	1 or 2 family dwelling
							1	
7								



# Superior Township Fire Department

7999 Ford Rd, Ypsilanti  
Michigan 48198

## INCIDENT

Incident Number 4073192 Incident Date 01/04/2025 NFIRS Number 0000019 Incident Type (743) - Smoke detector activation, no fire - unintentional

FDID 08111 Station Station 1 and Station 2 Shift Shift 1 District Superior Township 36

Initial Dispatch Code

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Alarms            Working Fire? No COVID-19 was a factor            Critical Incident            Critical Incident Team           

Temporary Resident Involvement

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Hazardous Materials Released

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Action Taken 1  
(86) - Investigate

## AID

Aid Given/Received  
(N) - None

## LOCATION

Location Type  
(1) - Street address

Address  
1567 Weeping Willow Court, Ypsilanti, Michigan, 48198

Cross Street, USNG, or Directions            Latitude 42.26670000 Longitude -83.56283000 Census Tract           

Detector Alerted Occupant  
(1) - Detector alerted occupants

Property Use (419) - 1 or 2 family dwelling Mixed Use           

## TIMES

PSAP Received 16:28:50, 01/04/2025 Dispatch Notified Time 16:28:50, 01/04/2025 Alarm Time 16:28:50, 01/04/2025

Arrival Time 16:38:14, 01/04/2025 Water on Fire Time            At Patient Time           

Loss Stop Time            Controlled Time            Last Unit Cleared Time 16:40:33, 01/04/2025

**TIMES**

Total On Scene Time 0 hrs 2 mins 19 sec      Total Incident Time 0 hrs 11 mins 43 sec

**COUNTS**

Counts Include Aid Received?  
No

<b>Suppression:</b>		<b>EMS:</b>		<b>Other:</b>	
Apparatus	Personnel	Apparatus	Personnel	Apparatus	Personnel
<u>2</u>	<u>4</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

**LOSS**

<b>Property:</b>	<b>Content:</b>
Estimated Property Losses <u>\$None</u>	Estimated Content Losses <u>\$None</u>
Estimated Property Value <u>\$None</u>	Estimated Content Value <u>\$None</u>

**PERSON/OWNER**

**Person:**

Name Lee, Kyli      Business Name \_\_\_\_\_      Phone (734) 788-9532

Address  
1567 Weeping Willow Court, Ypsilanti, Michigan, 48198

**AUTHORIZATION**

**Report Writer:**

Name <u>BACH, SHAUN</u>	Employee Number <u>11C3</u>	Assignment <u>Captain</u>	Authorization Date <u>01/04/2025</u>
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**Officer in Charge:**

Name <u>BACH, SHAUN</u>	Employee Number <u>11C3</u>	Assignment <u>Captain</u>	Authorization Date <u>01/04/2025</u>
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**Quality Control:**

Name _____	Authorization Date _____
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**INCIDENT NARRATIVE**

CNX enroute burnt toast.  
Created By: BACH, SHAUN





# Superior Township Fire Department

7999 Ford Rd, Ypsilanti  
Michigan 48198

## INCIDENT

Incident Number 4075256 Incident Date 01/09/2025 NFIRS Number 0000037 Incident Type (700) - False alarm or false call, other

FDID 08111 Station Station 2 Shift Shift 2 District Superior Township 34

Initial Dispatch Code

\_\_\_\_\_

Alarms \_\_\_\_\_ Working Fire? No COVID-19 was a factor Unknown Critical Incident \_\_\_\_\_ Critical Incident Team \_\_\_\_\_

Temporary Resident Involvement

\_\_\_\_\_

Hazardous Materials Released

\_\_\_\_\_

Action Taken 1  
(86) - Investigate

## AID

Aid Given/Received  
(N) - None

## LOCATION

Location Type  
(1) - Street address

Address  
1632 Sheffield Drive, Ypsilanti, Michigan, 48198

Cross Street, USNG, or Directions \_\_\_\_\_ Latitude 42.26385000 Longitude -83.59691000 Census Tract \_\_\_\_\_

Detector Alerted Occupant

\_\_\_\_\_

Property Use (419) - 1 or 2 family dwelling Mixed Use \_\_\_\_\_

## TIMES

PSAP Received 13:27:55, 01/09/2025 Dispatch Notified Time 13:27:55, 01/09/2025 Alarm Time 13:27:55, 01/09/2025

Arrival Time 13:37:14, 01/09/2025 Water on Fire Time \_\_\_\_\_ At Patient Time 13:38:14, 01/09/2025

Loss Stop Time \_\_\_\_\_ Controlled Time \_\_\_\_\_ Last Unit Cleared Time 13:40:17, 01/09/2025

**TIMES**

Total On Scene Time 0 hrs 3 mins 3 sec      Total Incident Time 0 hrs 12 mins 22 sec

**COUNTS**

Counts Include Aid Received?  
No

<b>Suppression:</b>		<b>EMS:</b>		<b>Other:</b>	
Apparatus	Personnel	Apparatus	Personnel	Apparatus	Personnel
<u>1</u>	<u>2</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

**PERSON/OWNER**

**Person:**  
 Name Hall, Kathryn      Business Name \_\_\_\_\_      Phone (734) 482-6352  
 Address 1632 Sheffield Drive, Ypsilanti, Michigan, 48198

**AUTHORIZATION**

**Report Writer:**  
 Name KIMBALL, RYAN      Employee Number 08111-23      Assignment FF      Authorization Date 01/09/2025

**Officer in Charge:**  
 Name KUJAWA, JEFFREY      Employee Number 11C2      Assignment Capt      Authorization Date 01/09/2025

**Quality Control:**  
 Name \_\_\_\_\_      Authorization Date \_\_\_\_\_

**INCIDENT NARRATIVE**

E11-2 was dispatched to reports of a medical alarm at the above address. E11-2 arrived with HVA to be met at the front door by the PT. PT stated they could not contact the alarm company to tell them that they were ok and it was a false alarm. HVA and E11-2 returned to service.

Created By: KIMBALL, RYAN





# Superior Township Fire Department

7999 Ford Rd, Ypsilanti  
Michigan 48198

## INCIDENT

Incident Number 4076959 Incident Date 01/13/2025 NFIRS Number 0000050 Incident Type (734) - Heat detector activation due to malfunction

FDID 08111 Station Station 1 and Station 2 Shift Shift 1 District Superior Township 32

Initial Dispatch Code \_\_\_\_\_

Alarms \_\_\_\_\_ Working Fire? \_\_\_\_\_ COVID-19 was a factor \_\_\_\_\_ Critical Incident \_\_\_\_\_ Critical Incident Team \_\_\_\_\_

Temporary Resident Involvement \_\_\_\_\_

Hazardous Materials Released \_\_\_\_\_

Action Taken 1  
(80) - Information, investigation & enforcement, other

## AID

Aid Given/Received  
(N) - None

## LOCATION

Location Type  
(1) - Street address

Address  
6800 Geddes Road, Ypsilanti, Michigan, 48198

Cross Street, USNG, or Directions \_\_\_\_\_ Latitude 42.27202000 Longitude -83.62529000 Census Tract \_\_\_\_\_

Detector Alerted Occupant \_\_\_\_\_

Property Use (100) - Assembly, other Mixed Use \_\_\_\_\_

## TIMES

PSAP Received 11:56:39, 01/13/2025 Dispatch Notified Time 11:56:39, 01/13/2025 Alarm Time 11:56:39, 01/13/2025

Arrival Time 12:05:12, 01/13/2025 Water on Fire Time \_\_\_\_\_ At Patient Time \_\_\_\_\_

Loss Stop Time \_\_\_\_\_ Controlled Time \_\_\_\_\_ Last Unit Cleared Time 12:21:33, 01/13/2025

 **TIMES**

Total On Scene Time <u>0 hrs 16 mins 21 sec</u>	Total Incident Time <u>0 hrs 24 mins 54 sec</u>
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 **COUNTS**

Counts Include Aid Received?  
No

<b>Suppression:</b>		<b>EMS:</b>		<b>Other:</b>	
Apparatus	Personnel	Apparatus	Personnel	Apparatus	Personnel
<u>2</u>	<u>4</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

 **PERSON/OWNER**

 **AUTHORIZATION**

**Report Writer:**

Name <u>BACH, SHAUN</u>	Employee Number <u>11C3</u>	Assignment <u>Captain</u>	Authorization Date <u>01/13/2025</u>
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**Officer in Charge:**

Name <u>FRENCH, JEFF</u>	Employee Number <u>11C1</u>	Assignment <u></u>	Authorization Date <u>01/13/2025</u>
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**Quality Control:**

Name <u></u>	Authorization Date <u></u>
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 **INCIDENT NARRATIVE**

STFD was dispatched to a comm fire alarm. E-2 arrived on scene and went to the FDC and Ladder 11-1 made contact with the plant employees and found a heat detector that malfunctioned. TOT plant employees.

Created By: BACH, SHAUN



# Superior Township Fire Department

7999 Ford Rd, Ypsilanti  
Michigan 48198

## INCIDENT

Incident Number 4077074 Incident Date 01/13/2025 NFIRS Number 0000051 Incident Type (736) - CO detector activation due to malfunction

FDID 08111 Station Station 1 and Station 2 Shift Shift 1 District Superior Township 34

Initial Dispatch Code \_\_\_\_\_

Alarms \_\_\_\_\_ Working Fire? \_\_\_\_\_ COVID-19 was a factor \_\_\_\_\_ Critical Incident \_\_\_\_\_ Critical Incident Team \_\_\_\_\_

Temporary Resident Involvement \_\_\_\_\_

Hazardous Materials Released \_\_\_\_\_

Action Taken 1  
(86) - Investigate

## AID

Aid Given/Received  
(N) - None

## LOCATION

Location Type  
(1) - Street address

Address  
8513 Barrington Drive, Ypsilanti, Michigan, 48198

Cross Street, USNG, or Directions \_\_\_\_\_ Latitude 42.27337000 Longitude -83.59548000 Census Tract \_\_\_\_\_

Detector Alerted Occupant \_\_\_\_\_

Property Use (419) - 1 or 2 family dwelling Mixed Use \_\_\_\_\_

## TIMES

PSAP Received 16:01:52, 01/13/2025 Dispatch Notified Time 16:01:52, 01/13/2025 Alarm Time 16:01:52, 01/13/2025

Arrival Time 16:07:04, 01/13/2025 Water on Fire Time \_\_\_\_\_ At Patient Time \_\_\_\_\_

Loss Stop Time \_\_\_\_\_ Controlled Time \_\_\_\_\_ Last Unit Cleared Time 16:24:16, 01/13/2025

**TIMES**

Total On Scene Time 0 hrs 17 mins 12 sec      Total Incident Time 0 hrs 22 mins 24 sec

**COUNTS**

Counts Include Aid Received?  
No

<b>Suppression:</b>		<b>EMS:</b>		<b>Other:</b>	
Apparatus	Personnel	Apparatus	Personnel	Apparatus	Personnel
<u>1</u>	<u>2</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

**PERSON/OWNER**

**Person:**  
 Name Glover, Carrie      Business Name \_\_\_\_\_      Phone (734) 431-8778  
 Address 8513 Barrington Drive, Ypsilanti, Michigan, 48198

**AUTHORIZATION**

**Report Writer:**  
 Name MONDAY, DEREK      Employee Number 11F20      Assignment FF      Authorization Date 01/13/2025

**Officer in Charge:**  
 Name FRENCH, JEFF      Employee Number 11C1      Assignment \_\_\_\_\_      Authorization Date 01/13/2025

**Quality Control:**  
 Name \_\_\_\_\_      Authorization Date \_\_\_\_\_

**INCIDENT NARRATIVE**

STFD E 11-2 was dispatched to the above location for a CO detector beeping. Upon arrival we checked the entire home and all household gas appliances and found no trace of CO. We determined her CO detectors needed new batteries and 2 needed replaced.

Created By: MONDAY, DEREK



# Superior Township Fire Department

7999 Ford Rd, Ypsilanti  
Michigan 48198

## INCIDENT

Incident Number <u>4077503</u>	Incident Date <u>01/14/2025</u>	NFIRS Number <u>0000061</u>	Incident Type <u>(744) - Detector activation, no fire - unintentional</u>
FDID <u>08111</u>	Station <u>Station 1 and Station 2</u>	Shift <u>Shift 2</u>	District <u>Superior Township 34</u>

Initial Dispatch Code  
\_\_\_\_\_

Alarms _____	Working Fire? <u>No</u>	COVID-19 was a factor <u>Unknown</u>	Critical Incident _____	Critical Incident Team _____
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Temporary Resident Involvement  
\_\_\_\_\_

Hazardous Materials Released  
\_\_\_\_\_

Action Taken 1  
(86) - Investigate

## AID

Aid Given/Received  
(N) - None

## LOCATION

Location Type  
(1) - Street address

Address  
8498 Berkshire Drive, Ypsilanti, Michigan, 48198

Cross Street, USNG, or Directions _____	Latitude <u>42.27223000</u>	Longitude <u>-83.59405000</u>	Census Tract _____
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Detector Alerted Occupant  
\_\_\_\_\_

Property Use <u>(419) - 1 or 2 family dwelling</u>	Mixed Use _____
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## TIMES

PSAP Received <u>15:11:08, 01/14/2025</u>	Dispatch Notified Time <u>15:11:08, 01/14/2025</u>	Alarm Time <u>15:11:08, 01/14/2025</u>
Arrival Time <u>15:20:50, 01/14/2025</u>	Water on Fire Time _____	At Patient Time _____
Loss Stop Time _____	Controlled Time _____	Last Unit Cleared Time <u>15:23:35, 01/14/2025</u>

**TIMES**

Total On Scene Time	Total Incident Time
<u>0 hrs 2 mins 45 sec</u>	<u>0 hrs 12 mins 27 sec</u>

**COUNTS**

Counts Include Aid Received?  
No

<b>Suppression:</b>		<b>EMS:</b>		<b>Other:</b>	
Apparatus	Personnel	Apparatus	Personnel	Apparatus	Personnel
<u>2</u>	<u>4</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

**PERSON/OWNER**

**Person:**

Name	Business Name	Phone
<u>Borkowski-Nagle, Amy</u>	<u></u>	<u>(734) 323-4934</u>
Address		
<u></u>		

**AUTHORIZATION**

**Report Writer:**

Name	Employee Number	Assignment	Authorization Date
<u>KIMBALL, RYAN</u>	<u>08111-23</u>	<u>FF</u>	<u>01/14/2025</u>

**Officer in Charge:**

Name	Employee Number	Assignment	Authorization Date
<u>KUJAWA, JEFFREY</u>	<u>11C2</u>	<u>Capt</u>	<u>01/14/2025</u>

**Quality Control:**

Name	Authorization Date
<u></u>	<u></u>

**INCIDENT NARRATIVE**

E11-2 and L11-1 were dispatched to reports of a fire alarm at the above address. Just moments before arrival, dispatch relayed that the homeowner made contact with the alarm company and that it was a false alarm. E11-2 made the scene to gather information. Homeowners stated that there was construction being done that activated the alarm system. E11-2 and L11-1 returned to service.

Created By: KIMBALL, RYAN



# Superior Township Fire Department

7999 Ford Rd, Ypsilanti  
Michigan 48198

## INCIDENT

Incident Number <b>4081576</b>	Incident Date <b>01/23/2025</b>	NFIRS Number <b>0000094</b>	Incident Type <b>(741) - Sprinkler activation, no fire - unintentional</b>
FDID <b>08111</b>	Station <b>Station 1 and Station 2</b>	Shift <b>Shift 2</b>	District <b>Superior Township 31</b>

Initial Dispatch Code

Alarms	Working Fire? <b>No</b>	COVID-19 was a factor <b>No, COVID-19 was not a factor</b>	Critical Incident	Critical Incident Team
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Temporary Resident Involvement

Hazardous Materials Released

Action Taken 1  
**(86) - Investigate**

Action Taken 2  
**(73) - Provide manpower**

Action Taken 3  
**(64) - Shut down system**

## AID

Aid Given/Received  
**(N) - None**

## LOCATION

Location Type  
**(1) - Street address**

Address  
**5341 Mcauley Drive, Ypsilanti, Michigan, 48197**

Cross Street, USNG, or Directions	Latitude <b>42.26767100</b>	Longitude <b>-83.64832100</b>	Census Tract
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Detector Alerted Occupant

Property Use <b>(311) - 24-hour care Nursing homes, 4 or more persons</b>	Mixed Use
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## TIMES

PSAP Received <b>15:57:20, 01/23/2025</b>	Dispatch Notified Time <b>15:43:07, 01/23/2025</b>	Alarm Time <b>15:43:07, 01/23/2025</b>
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**⌚ TIMES**

Arrival Time <u>15:57:16, 01/23/2025</u>	Water on Fire Time _____	At Patient Time _____
Loss Stop Time _____	Controlled Time _____	Last Unit Cleared Time <u>16:53:25, 01/23/2025</u>
Total On Scene Time <u>0 hrs 56 mins 9 sec</u>	Total Incident Time <u>0 hrs 56 mins 5 sec</u>	

**📊 COUNTS**

Counts Include Aid Received?  
No

<b>Suppression:</b>		<b>EMS:</b>		<b>Other:</b>	
Apparatus	Personnel	Apparatus	Personnel	Apparatus	Personnel
<u>2</u>	<u>2</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

**💰 LOSS**

<b>Property:</b>	<b>Content:</b>
Estimated Property Losses <u>\$20000</u>	Estimated Content Losses <u>\$5000</u>
Estimated Property Value <u>\$</u>	Estimated Content Value <u>\$</u>

**👤 PERSON/OWNER**

**Person:**

Name <u>Smith, Luke</u>	Business Name _____	Phone <u>(810) 222-9561</u>
Address <u>5341 Mcauley Drive, Ypsilanti, Michigan, 48197</u>		

**📄 AUTHORIZATION**

**Report Writer:**

Name <u>OBERSTAEDT, COREY</u>	Employee Number <u>8111F-21</u>	Assignment <u>FF</u>	Authorization Date <u>01/23/2025</u>
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**Officer in Charge:**

Name <u>KUJAWA, JEFFREY</u>	Employee Number <u>11C2</u>	Assignment <u>Captain</u>	Authorization Date <u>01/23/2025</u>
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**Quality Control:**

Name _____	Authorization Date _____
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 INCIDENT NARRATIVE

STFD dispatched for a fire alarm at the above listed address. E11-2 and L11-1 responded to the scene. While responding E11-2 passed an MVA in the area of Huron River Drive and Superior Rd. L11-1 was assigned to this call which called a delay in response to the initial fire alarm call. E11-2 arrived on scene to a 3 story adult care facility with nothing showing. STFD personnel quickly noticed staff working to remove a large amount of water from the front door of the facility. STFD made contact with maintenance on scene who advised that there was a water line break in the ceiling of the facility on the first floor. The leak was isolated to one area in the front of the building and access panels had been removed in the ceiling. E11-2 personnel were taken to the fire pump room and worked with maintenance to shut down the water supply. Once the suppression system was shut down, it did take a few minutes for the system to completely drain. L11-1 arrived on scene and assisted with the water control in the building. STFD personnel worked to pull ceiling in the isolated area to expose the broken water lines. Maintenance contacted the alarm company and was able to have the alarm deactivated for the time being. The building supervisor arrived on scene and worked with STFD personnel to go through what happened on scene. The supervisor stated that he would be contacting his own restoration company that the facility contracts with. He was informed that the building is on fire watch until the repair is completed and the fire alarm system is back online. Building loss estimate was at \$20,000 for the repair of the broken pipe and the substantial drywall damage in the area. An estimate of \$5,000 was provided for the electronics that were in the area and exposed to the water.

Created By: OBERSTAEDT, COREY



# Superior Township Fire Department

7999 Ford Rd, Ypsilanti  
Michigan 48198

## INCIDENT

Incident Number <b>4083350</b>	Incident Date <b>01/27/2025</b>	NFIRS Number <b>0000121</b>	Incident Type <b>(743) - Smoke detector activation, no fire - unintentional</b>
FDID <b>08111</b>	Station <b>Station 1 and Station 2</b>	Shift <b>Shift 2</b>	District <b>Superior Township 36</b>

Initial Dispatch Code

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Alarms	Working Fire? <b>No</b>	COVID-19 was a factor <b>No, COVID-19 was not a factor</b>	Critical Incident	Critical Incident Team
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Temporary Resident Involvement

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Hazardous Materials Released

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Action Taken 1  
**(86) - Investigate**

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## AID

Aid Given/Received  
**(N) - None**

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## LOCATION

Location Type  
**(1) - Street address**

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Address  
**1567 Weeping Willow Court, Ypsilanti, Michigan, 48198**

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Cross Street, USNG, or Directions	Latitude <b>42.26670000</b>	Longitude <b>-83.56283000</b>	Census Tract
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Detector Alerted Occupant

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Property Use <b>(419) - 1 or 2 family dwelling</b>	Mixed Use
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## TIMES

PSAP Received <b>12:02:54, 01/27/2025</b>	Dispatch Notified Time <b>12:02:54, 01/27/2025</b>	Alarm Time <b>12:02:54, 01/27/2025</b>
Arrival Time <b>12:12:49, 01/27/2025</b>	Water on Fire Time	At Patient Time
Loss Stop Time	Controlled Time	Last Unit Cleared Time <b>12:14:26, 01/27/2025</b>

**TIMES**

Total On Scene Time 0 hrs 1 mins 37 sec      Total Incident Time 0 hrs 11 mins 32 sec

**COUNTS**

Counts Include Aid Received?  
No

<b>Suppression:</b>		<b>EMS:</b>		<b>Other:</b>	
Apparatus	Personnel	Apparatus	Personnel	Apparatus	Personnel
<u>2</u>	<u>4</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

**PERSON/OWNER**

**Person:**

Name Martin, Blair      Business Name \_\_\_\_\_      Phone (734) 772-4405

Address 1567 Weeping Willow Court, Ypsilanti, Michigan, 48198

**AUTHORIZATION**

**Report Writer:**

Name	Employee Number	Assignment	Authorization Date
<u>OBERSTAEDT, COREY</u>	<u>8111F-21</u>	<u>FF</u>	<u>01/27/2025</u>

**Officer in Charge:**

Name	Employee Number	Assignment	Authorization Date
<u>KUJAWA, JEFFREY</u>	<u>11C2</u>	<u>Captain</u>	<u>01/27/2025</u>

**Quality Control:**

Name	Authorization Date
_____	_____

**INCIDENT NARRATIVE**

STFD dispatched for an alarm at the above listed address. E11-2 and L11-1 responded. Central advised that per the alarm company it was a false alarm and the homeowner asked to cancel. L11-1 returned in service and E11-2 continued. E11-2 arrived on scene and met the homeowner at the front door of the home. The homeowner advised that they had burnt popcorn. There was no damage to the residence. All STFD units returned in service.

Created By: OBERSTAEDT, COREY

Superior Charter Township Parks & Recreation Commission  
Regular Meeting  
December 16, 2024

Approved Minutes

1. Call to Order  
The meeting was called to order at 6:00 pm by Chair Nahid Sanii-Yahyai.
2. Roll Call  
Park Commissioners present: Curtis Freeman, Matthew Yahyai, Greg Vessels, Nahid Sanii-Yahyai, Martha Kern-Boprie, Jack Smiley  
  
Park Commissioners absent: Sharon Bryant-Phillips  
  
Others present, Juan Bradford, Parks & Recreation Director, Brenda Baker, Steven Peach, Trustee Dana Green, Don Waligor
3. Flag Salute  
Chair Nahid Sanii-Yahyai led those assembled in the Pledge of Allegiance to the Flag.
4. Agenda Approval  
It was moved by Curtis Freeman and supported by Matthew Yahyai to approve the agenda as drafted. The motion carried.
5. Prior Meeting Minutes Approval
  - A. November 25, 2024 Regular Meeting  
It was moved by Greg Vessels and supported by Curtis Freeman to approve the minutes of 11/25/2024 with the following corrections. In Old Business item D, insert between the words "...informed of a state law" and the words "requires in cases..." the word "that" so the sentence reads "...informed of a state law that requires in cases...". In New Business item A. In the sentences covering the election of the Vice-Chairperson, correct the spelling from "Vic-Chairperson" to "Vice-Chairperson" each time the word appears. The motion carried.
6. Citizen Participation  
There was none.
7. Reports
  - A. Chairperson  
Chair Nahid Sanii-Yahyai reported she spoke with Ken Schwartz and Emily Dabish-Yahkind about the 2025 budget for Parks and Recreation. She also noted that the Christmas event in Dixboro was a success.
  - B. Director  
Juan Bradford submitted a written report. He added to this report that maintenance staff are on winter hours now.
  - C. Township Board Liaison  
There was no report, as the township board has not appointed a Liaison to the Park Commission yet.
  - D. Township Board Meeting Attendee  
Curtis Freeman, Juan Bradford and Martha Kern-Boprie attended the special township board meeting on December 12. Martha submitted a written report.

- E. Park Steward  
No contact with Ellen Kurath.
- F. Safety  
No accidents or injuries in the past month.

It was moved by Martha Kern-Boprie and supported by Greg Vessels to receive the reports. The motion carried.

8. Communications

- A. Dixboro Village Green 2025 Schedule of Events
- B. TF23-0058 Project Agreement executed by DNR

It was moved by Curtis Freeman and supported by Martha Kern-Boprie to receive the Communications. The motion carried.

9. Old Business

- A. 2025 Farming Agreement

Due to current state law that requires tenants of publicly owned property to pay property tax on the property, farmer Steven Peach will not pay rent in return for use of the "Rock Property" acreage. Instead, he will perform services that will benefit the property.

- B. "Rock Property" Committee Update

Jack Smiley informed the Park Commission that the next meeting of the "Rock Property" committee will take place in January 2025.

- C. 2025 Proposed Budget

There will be no increase to the 2025 Park Fund budget. Supervisor Emily Dabish-Yahkind stated she and her staff identified a \$1,600,000 loss in the General Fund reserve, and there is no source to fund a budget increase to the Park Fund.

10. New Business

- A. 2024 Final Budget Amendments

These were adjustments between budget activities that did not impact total budget.

- B. It was moved by Martha Kern-Boprie and supported by Nahid Sanii-Yahyai to adopt:

Resolution 2024-3: Ducks Unlimited Grant

RESOLUTION TO AUTHORIZE ENTERING INTO A CONTRACT WITH DUCKS UNLIMITED ACCEPTING A WETLANDS CONSERVATION GRANT

PARKS & RECREATION COMMISSION RESOLUTION 2024-03

DECEMBER 16, 2024

WHEREAS, the Michigan Department of Natural Resources has authority to issue grants for the development of public outdoor recreation facilities under sections 602 and 603 of section 9901 of the Social Security Act of Public Law No. 117-2, known as the American Rescue Plan Act of 2021 (ARPA), signed into law on March 11, 2021, as the Coronavirus State and Local Fiscal Recovery Funds (SLFRF), and;

WHEREAS, Governor Gretchen Whitmer signed a supplemental appropriations bill (Public Act 5 of 2023) securing \$10 million of American Rescue Plan Act funding for wetland restoration, enhancement, and acquisition to aid in the reduction of phosphorus, nitrogen, and sediment entering Lake Erie and Saginaw Bay. This supplemental funding will improve the water quality of Lake Erie and Saginaw Bay to support communities and Great Lakes tourism and related economic sectors that have been adversely impacted by the COVID-19 pandemic, and;

WHEREAS, Michigan Department of Natural Resources developed the Wetlands Conservation Program to guide expenditure for a portion of these funds, and selected Ducks Unlimited, a non-profit company that has preserved, enhanced, or restored 16 million acres of wetlands in North America since 1937, through a competitive process to manage the “ARPA Lake Erie and Saginaw Bay Watersheds Wetland Conservation Program”, program as a fiduciary agent, and;

WHEREAS, Ducks Unlimited intends to serve as the “ARPA Lake Erie and Saginaw Bay Watersheds Wetland Conservation Program”, grant administrator, and;

WHEREAS, the Superior Township Parks & Recreation Commission intends to be a sub-recipient of Ducks Unlimited ARPA grant funds in the amount of \$300,000.00, and;

WHEREAS, the Superior Township Parks & Recreation Commission will utilize the \$300,000.00 as a portion of the local match towards the purchase of Parcel J-10-20-100-002 which comprises 162 acres of land on Cherry Hill Road directly south of the Cherry Hill Nature Preserve, and;

WHEREAS, Superior Township was recently awarded a Michigan Natural Resources Trust Fund grant IN THE AMOUNT OF \$1,020,000.00 for the purchase of Parcel J-10-20-100-002, and;

WHEREAS, the purchase of Parcel J-10-20-100-002 will connect the 160-acre Cherry Hill Nature Preserve to the north with the 302 acres recently purchased by the Township to the south, creating a continuous 624 acres of protected Township-owned land, and;

WHEREAS, the purchase of Parcel J-10-20-100-002 is in furtherance of the Parks & Recreation Commission’s 2023-2027 Parks, Recreation & Open Space Master Plan.

NOW, THEREFORE BE IT RESOLVED, that the Superior Township Parks and Recreation Commission authorizes entering into a Sub-Award Agreement with Ducks Unlimited for their Wetland Conservation Program, and receiving grant funding in the amount of \$300,000.00 to be utilized as a portion of the local match toward the purchase of Parcel J-10-20-100-002.

A roll call vote was taken.

	Yes	No	Absent	Abstain
Curtis Freeman	X			
Matthew Yahyai	X			
Greg Vessels	X			
Nahid Sanii-Yahyai	X			
Martha Kern-Boprie	X			
Jack Smiley	X			
Sharon Bryant-Phillips			X	

The motion carried and the resolution was adopted.

C. 2025 Parks & Recreation Commission meeting dates

It was moved by Martha Kern-Boprie and supported by Nahid Sanii-Yahyai to approve the following schedule for Parks & Recreation Commission meetings in 2025.

January 27, 2025	Monday	6:30 pm
February 24, 2025	Monday	6:30 pm
March 24, 2025	Monday	6:30 pm
April 28, 2025	Monday	6:30 pm
May 27, 2025	Tuesday*	6:30 pm *held Tuesday due to Memorial Day holiday
June 23, 2025	Monday	6:30 pm
July 28, 2025	Monday	6:30 pm

August 25, 2025	Monday	6:30 pm
September 22, 2025	Monday	6:30 pm
October 27, 2025	Monday	6:30 pm
November 24, 2025	Monday`	6:30 pm
December 15, 2025	Monday	6:00 pm*

\*held on third Monday at 6:00 pm due to proximity to Christmas holiday and township board meeting

The motion carried.

D. 2025 Township Board Meeting Attendees

Park Commissioner volunteered to attend the following Township Board meetings on behalf of the Park Commission.

<u>Meeting Date</u>		<u>Park Commissioner</u>
January 21, 2025	Tuesday	Nahid Sanii-Yahyai
February 18, 2025	Tuesday	Greg Vessels
March 17, 2025	Monday	Curtis Freeman
April 21, 2025	Monday	Martha Kern-Boprie
May 19, 2025	Monday	Greg Vessels
June 16, 2025	Monday	Jack Smiley
July 21, 2025	Monday	Sharon Bryant-Phillips
August 19, 2025	Monday	Sharon Bryant-Phillips
September 15, 2025	Monday	Curtis Freeman
October 20, 2025	Monday	Matthew Yahyai
November 17, 2025	Monday	Nahid Sanii-Yahyai
December 15, 2025	Monday	Martha Kern-Boprie

11. Bills for Payment

It was moved by Matthew Yahyai and supported by Greg Vessels to approve payment of the bills totaling \$67,711.31 through December 16, 2024. The motion carried.

12. Financial Statements

A. November 30, 2024 Revenue & Expenditure Report

B. November 30, 2024 Balance Sheet

It was moved by Martha Kern-Boprie and supported by Greg Vessels to receive the November 2024 financial statements. The motion carried.

13. Pleas and Petitions

Brenda Baker expressed concern about the safety of the ramp into the old Township Hall, as it is partially covered by a juniper bush.

Jack Smiley asked if the presentation by Legacy Land Conservancy on their "tool kit" has been scheduled. Juan Bradford reported the presentation is scheduled for March 10, 2025.

14. Adjournment

It was moved by Curtis Freeman and supported by Matthew Yahyai to adjourn at 6:30 pm.

Submitted by,  
Martha Kern-Boprie  
Park Commissioner and Secretary

## Out of Area Time

For: 01/01/2025 thru 01/31/2025



Patrol Area	Reporting Area	Username	Location	Activity Category	Incident Number	Comments	Start Time	Duration in Minutes	Start Date
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDNEDDOK	WENDELL AVE/ROWLEY CT	BACKUP TRAFFIC STOP	250000191	BU 717 PER SGT. PENNINGTON VEHICLE WAS INVOLVED IN SHOOTING IN NORTHFIELD TWP	21:13:00	87	1/1/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDLYONSW	N HURON ST/W FOREST AVE	BACKUP DISPATCHED CALLS	250000734	ASSIST YPT UNITS, UNREPORTED UDAA, 4 OUTSTANDING, APPROVED BY SGT HOGAN	12:05:00	40	1/4/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDMCGRADYP	N HURON ST/W FOREST AVE	BACKUP DISPATCHED CALLS	250000735	assist ypsi twp units with k9 track for UDAA suspect, approved by sgt houk	12:05:00	41	1/4/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDCLARKA	E MICHIGAN AVE/RIDGE RD	TRAFFIC STOP	250000833	RFS: UNAVOIDABLE STOP DRIVER TRAVELING WRONG WAY ON ONE WAY MICHIGAN AVE// CITATION ISSUED.	20:40:00	20	1/4/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDCLARKA	UPON MICHIGAN AVE and AT/NEAR F	CITATIONS	250000833	Citation for wrong way down michigan ave	20:44:00	0	1/4/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDSHRESL	LEFORGE RD/W CLARK RD	BACKUP TRAFFIC STOP	250001067	BU YPSI UNIT FOR A VEHICLE TAKING OFF THAT WAS POSSIBLE OWL- APPROVED PER SGT. WILLIAMS.	02:00:00	11	1/8/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDSHRESL	LEFORGE RD/W CLARK RD	DISPATCHED CALLS	250001068	K9 ARTICLE SEARCH FOR OWI PURSUIT- APPROVED PER SGT. WILLIAMS.	02:11:00	34	1/8/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDLECLAIRS	N RIVER ST/E CLARK RD	BACKUP DISPATCHED CALLS	250001280	SGT PENNINGTON - PURSUIT - FA DV SUSPECT FLED ON FOOT	00:05:00	25	1/7/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDFARMERA	HOLMES RD/ALLEN AVE	TRAFFIC STOP	250001644	Observed while in travels and unavoidable due to riding on flat tire rim. Suspended, and improper.	13:00:00	30	1/8/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDPACHECOGARCJAR	E CROSS ST	BACKUP DISPATCHED CALLS	250002536	BU YPT ON B&E APPROVED BY SGT ARTS	13:50:00	30	1/12/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDLEEZ	RAWSONVILLE RD/GROVE RD	BACKUP DISPATCHED CALLS	250002899	K9 CALL OUT / SGT HOGAN APPROVED	00:10:00	25	1/14/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDFARMERA	WOODRUFF LN/APPLERIDGE ST	TRAFFIC STOP	250003306	observed in travels Clark @ Apple ridge, exp reg and siv no	16:00:00	10	1/15/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDPACHECOGARCJAR	HOLMES RD/RIDGE RD	BACKUP DISPATCHED CALLS	250003348	TRANSLATION HELP OVER TX FOR MOTOR CAR APPROVED BY SGT PENNINGTON	18:55:00	0	1/15/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	SALEM TOWNSHIP	WDPACHECOGARCJAR	LANCASTER LN	BACKUP DISPATCHED CALLS	250003538	BU SOLO SALEM TWP APPROVED BY SGT HOUK	13:10:00	55	1/16/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDPACHECOGARCJAR	BYNAN DR	BACKUP DISPATCHED CALLS	250003572	BU YPSI ON TRANSLATION APPROVED BY SGT HOUK	16:30:00	30	1/16/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDLOWHORNB	CANDLEWOOD LN	BACKUP DISPATCHED CALLS	250004251	ASSIST 2 AVAIL YPT DEPS WITH FA WITH GUN/VEH WITH FOUR OCCUPANTS, OK BY SGT HOUK	14:00:00	60	1/19/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDMIZERK	CANDLEWOOD LN	DISPATCHED CALLS	250004251	DISP: ASSIST YPT UNITS WITH SUBJECT WITH A GUN IN A CAR - OK PER SGT HOUK	14:00:00	50	1/19/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	SALEM TOWNSHIP	WDCOUCKED	HOMESTEAD LN	BACKUP DISPATCHED CALLS	250005073	assist solo salem deputy with welfare check per sgt, houk	15:25:00	20	1/23/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDPEARSONA	FALL RIVER RD	BACKUP DISPATCHED CALLS	250005214	ASSIST DEPUTYS WITH A POSSIBLE DV IN PROGRESS, SGT THOMPSON	08:50:00	15	1/24/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDFARMERA	SPENCER LN	BACKUP DISPATCHED CALLS	250005371	ok per Sgt, Pennington, school was cleared out no issue. Dispatched to large fight in progress at school	20:50:00	25	1/24/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDPACHECOGARCJAR	SPENCER LN	BACKUP DISPATCHED CALLS	250005371	BU YPSI DEPS ON FIGHT 20-30 JUVENILES APPROVED BY SGT PENNINGTON	20:50:00	40	1/24/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDLECLAIRS	SPENCER LN	BACKUP DISPATCHED CALLS	250005371	SGT PENNINGTON, FIGHT AT MIDDLE SCHOOL, 100 DISORDERLY PEOPLE	20:55:00	30	1/24/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDSIRJANNU	SPENCER LN	BACKUP DISPATCHED CALLS	250005371	BACKUP YPT UNITS WITH LARGE GROUP FIGHTING / APPROVED BY SGT. PENNINGTON	20:55:00	20	1/24/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDPACHECOGARCJAR	RUSSELL CT	BACKUP DISPATCHED CALLS	250005363	BU YPSI DEPS ON SPANISH TRANSLATION APPROVED BY SGT PENNINGTON	21:30:00	35	1/24/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDTROWBRIDGEM	N PROSPECT ST/HOLMES RD	BACKUP DISPATCHED CALLS	250006174	ASSIST CAT WITH STOP ON UDAA AND DRIVER WHO HAD 10/10 OUT OF 14B SGT HOUK APPROVAL	14:30:00	70	1/28/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDLEEZ	N PROSPECT ST/HOLMES RD	BACKUP DISPATCHED CALLS	250006174	per sgt houk, assist CAT and YPT with recovered UDAA	14:45:00	20	1/28/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDLOWHORNB	N PROSPECT ST/HOLMES RD	BACKUP DISPATCHED CALLS	250006174	ASSIST YPT DEP WITH SEARCH OF FEMALE ARRESTEE OK BY SGT HOUK	14:45:00	15	1/28/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	SALEM TOWNSHIP	WDLOWHORNB	BLOOMSBURY CIR	DISPATCHED CALLS	250006233	BU SOLO SALEM CAR WITH NEIGHBOR TROUBLE, OK SGT HOGAN	19:00:00	60	1/28/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDTROWBRIDGEM	ONANDAGA ST	BACKUP DISPATCHED CALLS	250006708	ASSIST YPSI WITH TRANSPORT OF CHILDREN FROM MACARTHUR BLVD TO ADDRESS IN YPSI	18:00:00	45	1/30/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDPURIFYK	E MICHIGAN AVE	BACKUP DISPATCHED CALLS	250006744	Dispatched as back up for Ypsi regarding a domestic, All other deputies were on DV paper in ypsi,	19:05:00	30	1/30/2025



### Out of Area Time

For: 01/01/2025 thru 01/31/2025



ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDPACHECOGARCIA	E MICHIGAN AVE	BACKUP DISPATCHED CALLS	250006749	BU YPSI DEPS ON DV APPROVED BY SGT PENNINGTON	19:40:00	20	1/30/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDPURIFYK	E MICHIGAN AVE	BACKUP DISPATCHED CALLS	250006749	Dispatched as back up for Ypsi regarding previous domestic CFS that turned violent.	19:45:00	15	1/30/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	SALEM TOWNSHIP	WDLOWHORN	NORTH TERRITORIAL RD	DISPATCHED CALLS	250006869	ASSIST LONE SLT DEP WITH FA, OK BY SGT HOUK	12:01:00	84	1/31/2025
							<b>Sum:</b>	<b>1,092</b>	

## Into Area Time Superior TWP

For: 01/01/2025 thru 01/31/2025



Patrol Area	Reporting Area	Username	Location	Activity Category	Incident Number	Comments	Start Time	Duration in Minutes	Start Date
YPSILANTI TWP	SUPERIOR TWP	WDROBERTSG	STAMFORD RD	BACKUP DISPATCHED CALLS	250000159	AST UNITS WITH H&R WITH CROWD FORMING - APV SGT ARTS	18:30:00	30	1/1/2025
SALEM TWP	SUPERIOR TWP	WDMIZERK	SHEFFIELD DR	DISPATCHED CALLS	250000303	DISP- ASSIST WITH CIVIL STANDBY - SUBJECT HAS NO BOND DV WARRANT - RESIDENCE HAS OFFICER SAFTEY CAUTION - OK PER SGT ARTS	12:30:00	20	1/2/2025
YPSILANTI TWP	SUPERIOR TWP	WDRAABT	BEECHLAWN	BACKUP DISPATCHED CALLS	250001377	ASSIST SUT WITH SUICIDAL SUBJ - GOOD PER SGT ARTS	12:50:00	15	1/7/2025
YPSILANTI TWP	SUPERIOR TWP	WDEARLEYJ	WIARD BLVD	BACKUP DISPATCHED CALLS	250001414	Assisted SUT Unit when he pulled over a poss rolling DV Approved by Sgt Arts	16:40:00	15	1/7/2025
YPSILANTI TWP	SUPERIOR TWP	WDBELLASE	ASPEN LN	BACKUP DISPATCHED CALLS	250002594	BACK UP SUT UNITS ON STABBING PER SGT PENNINGTON	19:15:00	55	1/12/2025
YPSILANTI TWP	SUPERIOR TWP	WDPHILLIPSA	ASPEN LN	BACKUP DISPATCHED CALLS	250002594	stabbing just occurred, checked area, cleared with Sgt, Pennington.	19:25:00	25	1/12/2025
YPSILANTI TWP	SUPERIOR TWP	WDTRASKOSR	BARRINGTON DR	BACKUP DISPATCHED CALLS	250003859	ASSISTED DEPUTY MIZER WITH EDP / APPROVED SGT, WILLIAMS	19:10:00	35	1/17/2025
YPSILANTI TWP	SUPERIOR TWP	WDGERWIGB	PARKLAWN	BACKUP DISPATCHED CALLS	250004177	domestic where the victim was possibly stabbed by suspect // suspect was seen still in the area // suspect has multiple warrants // ok per sgt williams	06:45:00	30	1/19/2025
YPSILANTI TWP	SUPERIOR TWP	WDGERWIGB	CARDIFF ROW/WEXFORD DR	TRAFFIC STOP	250004181	traffic stop on vehicle possible related to 25-4177 // vehicle was unrelated // ok per sgt williams	07:15:00	5	1/19/2025
YPSILANTI TWP	SUPERIOR TWP	WDGERWIGB	NORFOLK AVE	BACKUP DISPATCHED CALLS	250004364	was already in the area looking for a vehicle that passed me at a high rate of speed at Clark/Sweet // located the car parking on Macarthur Blvd // in the area when the call was dispatched // did not locate anyone // ok per sgt hogan	01:50:00	10	1/20/2025
YPSILANTI TWP	SUPERIOR TWP	WDBELLASE	E CLARK RD	BACKUP DISPATCHED CALLS	250004643	BACK UP SUPERIOR DEPS ON A DISORDERLY POSSIBLE B&E PER SGT ARTS	15:05:00	5	1/21/2025
YPSILANTI TWP	SUPERIOR TWP	WDRAABT	E CLARK RD	BACKUP DISPATCHED CALLS	250004643	ASSIST SUT WITH POSS B&E IN PROGRESS - GOOD PER SGT ARTS	15:05:00	5	1/21/2025
YPSILANTI TWP	SUPERIOR TWP	WDTRASKOSR	ANDOVER DR	BACKUP DISPATCHED CALLS	250006000	ASSISTED DEPUTY COUCKE / TRANSPORTED SUBJECT TO PES / APPROVED SGT HOUK	18:00:00	80	1/27/2025
							<b>Sum:</b>	<b>330</b>	



## Utility Department Memorandum

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To: Superior Township Board of Trustees  
From: Mary Burton  
Date: February 18, 2025  
Re: Utility Department Report

- **Stamford Water Main Replacement**  
The Stamford Water Main project is underway and the utility maintenance team located 16 gate valves for the project. When the contractor is ready to complete the tie-in, crews will be ready to isolate the main in the area.
- **Danbury Park and Sycamore Meadows Delinquency**  
The water/sewer bills for Danbury Park and Sycamore Meadows are delinquent. The current arrearages for Sycamore are more than \$94K and \$67K for Danbury Park.
- **St. Joseph Hospital Meter Replacement Program**  
Meter replacements are being planned for the Cooling Towers and the Professional & Ed buildings. St. Joseph has agreed to move forward with the meter replacement program.
- **Prospect Point Dye Test**  
YCUA will conduct a dye test on Monday, February 10<sup>th</sup> at Prospect Point.
- **Water Main Break – Hemlock Ct**  
A water main break occurred on January 22<sup>nd</sup> on Hemlock Court. Due to the extremely frigid conditions, repairs were delayed until the following morning. There were about 12 residents that were affected by the break and notified of the outage.
- **Ross & Rodney Hunt Valve Exercise**  
On February 6<sup>th</sup>, the maintenance crew turned off the Booster Station pumps and the incoming valve closed for a few hours. This allowed the DWSD meter pit to open and be the main feed for the

Township. This process opened the Ross and Rodney Hunt valves during the exercise.

- **Updating Utility Standard Detail Sheets:**  
The Utility Department Standard Detail Sheets have not been updated since 2010. This is a much needed project since there are new products and materials that have been introduced for water and sewer systems. We hope to work with OHM to complete the update for the detail sheets.
- **Sewer Checks**  
Weekly and annual sewer checks have been completed for the month of January.
- **Bacti Samples**  
Bacti, TTHM, HAA5 and WQP samples at Geddes Site One sample station have been taken and submitted for testing.

## **JANUARY 2025 ASSESSING DEPARTMENT REPORT**

**TO:** Superior Township Board of Trustees

**FROM:** Paula Calopisis, Assessor

**SUBJECT:** Assessing Department Activity Report for the February 18, 2025 Meeting  
(not a complete list)

The assessor conducted the following business activities during the month of January:

- Spoke with numerous residents and potential purchasers with questions regarding the Land Division Act, Principal Residence and Veterans exemption laws, and other state laws
- Worked with zoning and the county to answer questions regarding land divisions and zoning compliance
- Continued to search for sales to be used for setting up the assessed values for Superior Township (residential, commercial, agricultural, and industrial)
- Scheduled and attended the mandatory State Tax Commission Updates certification class with my department
- Created and submitted revenue generation information
- Continued working on the economic condition factors that will determine the increase or decrease in the assessed values for every property owner in the township
- Continued working on the land values for every property in the township
- Worked with a title company to pro-rate a veteran's exemption
- Exchanged e-mails with accountants regarding personal property questions
- Prepared the 2025 Poverty Exemption Guidelines and Resolution
- Dealt with 5 FOIA requests

The appraisers conducted the following business activities during the month of January:

- Completed site visits for 24 final building inspections which included new construction
- Accepted and entered 51 property transfers, principal residence exemptions, and rescinds
- Assisted with numerous general phone calls that came in to the township
- Conducted 156 year end permit inspections by visiting each site and determining the percentage of completed construction so they can each be entered for 2025 assessments
- Assisted residents with assessing questions at the counter and on the phone
- Assisted 6 veterans with exemption paperwork
- Assisted 1 residents with poverty exemption paperwork
- Entered 240 year end percentage of completions utilizing building plans and surveys. This information will be used to set up the 2025 assessments for each new construction
- Attended the mandatory State Tax Commission Updates certification class

## MEMO

TO: Superior Charter Township Board of Trustees

FROM: Diane Mulville-Friel, Planning & Zoning Administrator

RE: Planning & Zoning Department Report

DATE: January 16, 2025

### **PROSPECT POINTE WEST**

Prospect Pointe West is a four-phase single-family residential development project, on an ~67 acre parcel of land zoned R-4 an Urban Residential District. The development is located on the southwest corner of Geddes Road and Prospect Road, west of Hunters Creek Drive in the northeast quarter of Section 33. The applicant is proposing to develop Prospect Pointe West as a 157-unit site condominium.

The four (4) phases consist of the following number of units:

- Phase 1 – 39 units
- Phase 2 – 45 units
- Phase 3 – 26 units
- Phase 4 – 47 units

The proposed lot dimensions are 66' x 130' with a minimum lot size of 8,580 sf. The homes will range in size from 2,000 to 3,200 sf with sales prices starting in the \$400,000s. The development has private roads with sidewalks on both sides and will be serviced by public sanitary sewer which will be designed as an extension of the existing Prospect Pointe development. Public water will also be extended from the existing subdivision. Each of the phase of the development is required to go through the Final Site Plan process.

The Final Site Plan for Prospect Pointe West Phase 1 (STPC #22-03) was approved by action of the Superior Township Planning Commission on April 26, 2023, and includes 39 single family lots. Building permits for individual homes are being issued and construction has commenced.

The Final Site Plan for Prospect Pointe West Phase 2 (STPC #24-01) was approved by action of the Superior Township Planning Commission on May 22, 2024, and includes 45 single family lots. The Development Agreement for Phase 2 has been recorded and a preconstruction meeting was held on September 10, 2024.

The Final Site Plan for Prospect Pointe West Phase 2 (STPC #25-01) was received by the Township in December 2024 and is being assessed for completeness prior to sending to reviewers.

## **BROOKWOOD**

Brookwood is a Master Planned Community on an ~84 acre parcel of land zoned Planned Community (PC) a Special District. The development is located on the east side of Leforge Road approximately 700 feet north of Clark Road in the southwest corner of Section 33. The applicant is proposing to develop Brookwood with 318 dwelling units divided into three (3) residential dwelling product types (i.e., stacked flats, duplex units, four-plex units, and attached townhomes).

The development is designed for renters and owners plus a section dedicated for people over 55 years of age. Stacked flats and duplexes are anticipated to rent from \$1.50 - \$2.50 per square foot. The townhomes will be for sale and priced per unit according to the market. The development will also include a clubhouse, amenity areas, paved parking areas, landscape improvement, and a continuous sidewalk network along private drives throughout the development and walking paths that connect amenities and with various areas of the development. Existing public water and sanitary sewer mains will be extended to serve the development.

The Brookwood Superior Area Plan Amendment was approved at second reading by the Township Board on May 20, 2024.

The Brookwood Superior Preliminary Site Plan (STPC #23-05) was approved by action of the Superior Township Planning Commission on May 22, 2024, with the following conditions:

- 1) Address all items in the Township Engineers May 9, 2024, review.
- 2) Provide additional details on Natural Feature Plan including how the 25% slopes will be protected, and their integrity remain intact.
- 3) Provide a more detailed landscape plan that meets all landscape, screening, and woodland preservation requirements.
- 4) Provide lighting and photometric plan.
- 5) Provide a detailed narrative of the architectural concept for the site including materials details.

The applicant submitted a Final Site Plan application on November 22, 2024. The plans are in the process of being reviewed by the Township and applicable outside agencies. It is anticipated the Final Site Plan may be ready for the Superior Township Planning Commission to review at their regular scheduled meeting in February or March.

## **GARRETT'S SPACE**

Garrett's Space is proposed to be a residential center where young adults suffering from depression and anxiety are treated. The facility will include both inpatient and daily services, with a non-medical and non-institutional focus. Garrett's Space is proposed on seven (7) parcels that will be combined into one lot totaling approximately 76.0 acres. The property has historically been used as a single-family residence with an address of 3900 Dixboro Road and is in Section 7 of the Township. The site includes significant natural resources including woodlands, steep slopes, a creek, floodplain, and wetlands.

The applicant proposes the following improvements:

- 1) Convert the existing home on the site to administrative offices
- 2) Construct a 10,100 square foot building to house 15 to 20 residents
- 3) Construct a 2,100 square foot building for recreational and therapy activities
- 4) Construction of a parking lot
- 5) Landscaping improvements
- 6) Create walking paths and lookouts through the site's natural features.
- 7) Expanding the sites well and septic system
- 8) Construct two (2) stormwater detention ponds

The applicant proposes a phased development:

- Phase 1: Use of the existing house for administrative offices and day programming. This phase does not include any overnight guests.
- Phase 2: Construction of the residential structure and creativity studio with parking areas, and utility and landscaping improvements. This phase includes expanded day programming and overnight residents.
- Phase 3: Additional ancillary elements, including the barn for gardening and therapeutic animals, and outdoor recreation and gathering spaces, will be constructed as funding allows.

Previous Township approvals are as follows:

- Property was rezoned from A-2 to Planned Community (PC) Special District via an Area Plan petition approved by the Township Board on July 17, 2023.
- The applicant recorded a Zoning and Land Use Agreement dated October 16, 2023, that limits uses, the number of residents and the number of employees.
- A Preliminary Site Plan (STPC 23-03) was approved by the Planning Commission with conditions on January 24, 2024.
- A Final Site Plan (STPC 23-03) was approved by the Planning Commission on September 25, 2024, with the following conditions:
  - 1) Obtain all outside agency approvals permits outlined in Township Engineer's memo dated 9/19/24.
  - 2) Combine existing seven (7) parcels into one parcel prior to receiving certificate of occupancy.
  - 3) Record conservation protection prior to certificate of occupancy.
- A Development Agreement was approved by the Township Board on October 21, 2024.

The applicant is in the process of completing the three (3) Final Site Plan conditions of approval referenced above. Staff meet with the Garrett's Space team on December 12, 2024, to discuss next steps.



## **ZONING BOARD OF APPEALS**

The last ZBA meeting was held April 8, 2024. The following two (2) cases are active and pending review:

**1) ZBA #24-02 - 5766 Geddes Road**

Continuance of an appeal of the decision of the Township Zoning Administrator

**2) ZBA #24-03 - 7486 Plymouth-Ann Arbor Road**

Variance from Section 3.101 (Dimensional Standards) to allow for an attached accessory structure to be constructed in the front yard setback.

Per bylaws, the ZBA consists of seven (7) regular and two (2) alternates members appointed by the Township Board. One (1) of the members must be a member of the Township Planning Commission and one member may be a member of the Township Board. The remaining members must reside in the unincorporated areas of the Township and represent the population distribution and various interests present. Supervisor Dabish Yahkind is actively identifying and recommending new ZBA appointments.

All current ZBA members were queried and asked whether they wanted to continue serving and if they were available for regular scheduled ZBA meetings. Current members that will continue to serve on the ZBA include:

- Thomas Brennan
- Rachel Smith

The Township Board approved the following new members to serve on the ZBA:

- Dana Greene (ZBA & BOT)
- Guy Conti (ZBA)
- Meghan Winslow (ZBA)
- Jack Gilbreath (ZBA)

One (1) ZBA position remains open and the Township is accepting applications.

Historically, the Township has not had regular scheduled ZBA meetings and has been convening as needed. This is not efficient, and it is recommended that regular meeting be scheduled for the 2nd Wednesday of the month; if there are no agenda items, the meeting would be cancelled. The next ZBA meeting is anticipated to be scheduled for February 12 or March 12, 2025.

## **PLANNING COMMISSION**

The next Planning Commission meeting is scheduled for January 22, 2024. Agenda items reviewed at the that meeting included:

**POLICY DISCUSSION**

1. Adoption of the 2025 Meeting Schedule
2. Election of Officers for 2025
3. Review of Ordinance No. 181 Establishing the Planning Commission
4. Zoning Ordinance Rewrite Update

Final site plans submitted for Brookwood (STPC 23-05) and Prospect Pointe West Phase 3 (STPC 25-01) and a request received from The Meadows at Hawthorn Mills (STPC21-01) for a one-year extension of the approved Final Site Plan, are the only new petitions submitted for the Planning Commission to consider at a future meeting. It is anticipated that these items will be reviewed at the February or March Planning Commission meeting.

Besides these agenda items, the Zoning Ordinance Rewrite Steering Committee (appointed by the Township Board on October 21, 2024) will be convening. Three (3) Planning Commissioners (Jay Gardner, Thomas Brennan, and Nahid Sanii-Yahyai) were identified to serve on this Steering Committee and the first meeting was held December 18, 2024.

Like the ZBA, new appointments are necessary for the Planning Commission. Per bylaws, the Planning Commission shall consist of seven (7) members serving for three (3) year terms with eligibility for re-appointment. One member of the Township Board shall be appointed to the Planning Commission as an ex officio member and Township Board Representative, with full voting rights. The Planning Commission was comprised of following:

- Jay Gardner, Chair (Term expires 2/28/2026)
- Robert Steel, Vice Chair (Term expires 2/28/2025)
- Thomas Brennan, Secretary (Term expires 2/28/2027)
- Patrick McGill (Term expires 2/28/2027)
- Nahid Sanii-Yahyai (Term expires 2/28/2026)
- Lynette Findley, Board Rep (Term expires 11/5/2024)
- Emily Dabish Yahkind, Board Rep (Term expires 3/1/2027)

Lynette Findley is no longer on the Board of Trustees and her position on the Planning Commission will be replaced by Brenda McKinney. Emily Dabish Yahkind was appointed Township Supervisor her regular seat on the Planning Commission will be filled by Curt Wolf. All other Planning Commission members will continue to serve. Robert Steel will need to be reappointed because his seat expires on February 28, 2025.

**OTHER BUSINESS/NEWS**

- 1) Diane Muville-Friel of Carlisle Wortman Associates (CWA), continues to serve as the Township Planning and Zoning Administrator as approved by the Board of Trustees at their meeting on May 20, 2024. Over the last eight (8) months, she has reviewed approximately 175 Zoning Compliance Certificates and responded to 230+ phone calls and email inquiries from the general public. She

also manages and attends the ZBA and Planning Commission meetings and responds to Board of Trustee inquiries.

- 2) Carlisle Wortman Associates staff also serve in the role as the Township Planner and review and manage projects that are paid from escrows including applicant inquiries and project coordination.



## Memorandum

To: Township Board  
From: Nancy Mason  
Date: February 18, 2025  
Re: Accounting Report

The accounting department is currently working on the 2024 audit.

We have included in this board packet the preliminary balance sheets and rev/exp reports for the year ending December 2024. Please note that these reports are **not** completed. There are still a lot of adjustments that are yet to be made for the year end.

As stated in the last report, the 2024 books will remain open till approximately mid-March before being finalized to give to the auditors.

GL Number	Description	PERIOD ENDED 12/31/2023	PERIOD ENDED 12/31/2024
*** Assets ***			
Cash			
101-000-001.001	CHASE 5503 - DAILY OPERATING CHECKING	182,246.91	683,240.33
101-000-001.002	HUNT 0768 CHK - GEDDES ROAD	12,249.80	12,478.82
101-000-001.003	HUNT 6873 HYB - FIRE INSURANCE WITHHOLD	9,657.32	9,657.32
101-000-001.004	COMERICA 9108 CHKG - CREDIT CARDS	5,348.25	5,312.05
101-000-001.005	COMERICA 5286 CHKG - ACCRUED ABSENCES	19,427.33	19,427.33
101-000-002.002	COMERICA 6074 J-FUND GEDDES ROAD	208,362.88	26,487.46
101-000-003.001	90 DAY CD - CHASE	192,110.47	0.00
101-000-004.001	PETTY CASH	100.00	100.00
101-000-004.002	REGISTER DRAWER CASH	300.00	300.00
101-000-017.001	CHASE 5503 - GOVERNMENT T-BILLS	589,806.56	0.00
101-000-017.002	COMERICA - GOVERNMENT T-BILLS	257,946.23	0.00
Cash		<u>1,477,555.75</u>	<u>757,003.31</u>
Accounts Receivable			
101-000-020.001	A/R - TAXROLL REVENUE	617,887.23	642,018.18
101-000-040.001	A/R - CABLE FEES AT&T AND COMCAST	52,407.14	69,145.04
101-000-040.002	A/R - OTHER	432,434.49	231,687.14
101-000-078.001	A/R - STATE OF MICHIGAN	264,379.00	0.00
101-000-078.003	A/R - STATE OF MICHIGAN EVIP	8,570.00	11,041.00
Accounts Receivable		<u>1,375,677.86</u>	<u>953,891.36</u>
Other Assets			
101-000-056.000	A/R - ACCRUED INCOME	917.96	98.18
101-000-123.000	PRE-PAID EXPENSES MISC.	2,287.42	1,799.50
101-000-123.050	PREPAID INSURANCE	27,087.87	49,262.47
101-000-123.085	PREPAID PAYROLL EXPENSES	0.00	74,017.56
101-000-126.000	UNREALIZED GAINS/LOSSES	48,478.84	0.00
Other Assets		<u>78,772.09</u>	<u>125,177.71</u>
Due From Other Funds			
101-000-084.206	DUE FROM FIRE FUND	296.90	587.55
101-000-084.211	DUE FROM LEGAL DEFENSE FUND	80,538.00	0.00
101-000-084.249	DUE FROM BUILDING FUND	0.00	71.97
101-000-084.508	DUE FROM PARK FUND	15.99	15.99
101-000-084.592	DUE FROM UTIL	106.47	11,779.16
101-000-084.701	DUE FROM TRUST & AGENCY	0.00	402.00
101-000-084.703	DUE FROM TAX FUND-COLLECTED TAXES	57,848.11	0.00
101-000-084.704	DUE FROM PAYROLL FUND	5,029.09	7,913.79
Due From Other Funds		<u>143,834.56</u>	<u>20,770.46</u>
<b>Total Assets</b>		<b><u>3,075,840.26</u></b>	<b><u>1,856,842.84</u></b>
*** Liabilities ***			
Accounts Payable			
101-000-202.000	A/P - VENDORS	108,929.95	340,041.52
101-000-202.200	A/P - CREDIT CARD ACCOUNT	2,052.14	2,373.74
101-000-202.300	A/P - AAATA CONTRACT	26,458.71	0.00
Accounts Payable		<u>137,440.80</u>	<u>342,415.26</u>
Liabilities-ST			
101-000-237.001	FIRE INSURANCE WITHHOLD PROGRAM	9,500.00	9,500.00
101-000-251.000	ACCRUED INTEREST PAYABLE	13,300.00	0.00
101-000-257.000	ACCRUED WAGES PAYABLE	40,541.00	40,541.00
101-000-260.000	ACCRUED PTO	3,979.00	3,979.00
Liabilities-ST		<u>67,320.00</u>	<u>54,020.00</u>
Liabilities-LT (under 1 year)			
101-000-360.000	DEFERRED REVENUE	668,378.97	723,864.94

GL Number	Description	PERIOD ENDED 12/31/2023	PERIOD ENDED 12/31/2024
*** Liabilities ***			
	Liabilities-LT (under 1 year)	668,378.97	723,864.94
	Liabilities-LT (over 1 year)		
101-000-360.001	DEFERRED REVENUE PILOT	891.04	0.00
	Liabilities-LT (over 1 year)	891.04	0.00
	Due To Other Funds		
101-000-214.206	DUE TO FIRE FUND	0.00	182.00
101-000-214.592	DUE TO UTILITY FUND	20.04	74,820.35
101-000-214.704	DUE TO PAYROLL FUND	13,294.98	13,056.63
	Due To Other Funds	13,315.02	88,058.98
	<b>Total Liabilities</b>	<b>887,345.83</b>	<b>1,208,359.18</b>
*** Fund Balance ***			
	Unassigned		
101-000-390.000	FUND BALANCE - UNDESIGNATED	1,562,600.24	1,616,560.09
	Unassigned	1,562,600.24	1,616,560.09
	Assigned		
101-000-385.001	FUND BALANCE - GEDDES ROAD	220,612.68	220,612.68
101-000-385.002	FUND BALANCE - NM TRAILS MAINT.	30,659.02	30,659.02
101-000-385.003	FUND BALANCE - RIGHT OF WAY	18,195.35	18,195.35
101-000-385.004	FUND BALANCE - ACCRUED ABSENCES	61,042.29	61,042.29
101-000-385.005	FUND BALANCE - TREE PRESERVATION FUND	247,500.00	241,425.00
	Assigned	578,009.34	571,934.34
	<b>Total Fund Balance</b>	<b>2,140,609.58</b>	<b>2,188,494.43</b>
	<b>Beginning Fund Balance</b>	<b>2,140,609.58</b>	<b>2,188,494.43</b>
	<b>Net of Revenues VS Expenditures</b>	<b>47,884.85</b>	<b>(1,540,010.77)</b>
	<b>Ending Fund Balance</b>	<b>2,188,494.43</b>	<b>648,483.66</b>
	<b>Total Liabilities And Fund Balance</b>	<b>3,075,840.26</b>	<b>1,856,842.84</b>

User: NANCY  
DB: Superior Twp

PERIOD ENDING 12/31/2024

PRE-AUDIT

GL NUMBER	DESCRIPTION	2024	2024	YTD BALANCE 12/31/2024	ACTIVITY FOR	AVAILABLE BALANCE	% BDGT USED	YTD BALANCE 12/31/2023
		ORIGINAL BUDGET	AMENDED BUDGET		MONTH 12/31/24			
Fund 101 - GENERAL								
Revenues								
Dept 000 - REVENUE								
101-000-402.000	CURRENT- REAL/PROPERTY/IFT TA	671,011.00	667,876.38	667,876.38	0.00	0.00	100.00	630,049.52
101-000-403.000	PRIOR YEARS DELQ PERS PROP	200.00	200.00	0.00	0.00	200.00	0.00	0.00
101-000-407.000	PPT REIMBURSEMENT	500.00	500.00	494.64	0.00	5.36	98.93	494.69
101-000-432.000	PILOT PROGRAM TAXES	875.00	875.00	891.04	0.00	(16.04)	101.83	872.55
101-000-434.001	TRAILER FEES	4,500.00	4,500.00	4,732.50	402.00	(232.50)	105.17	5,739.00
101-000-445.000	DELINQUENT INTEREST & PENALTY	250.00	4,750.00	4,868.88	0.00	(118.88)	102.50	934.48
101-000-447.001	DELINQUENT W/S BILLS ADMIN FEE	4,700.00	0.00	0.00	0.00	0.00	0.00	5,590.00
101-000-448.001	SUMMER TAX COLLECTION FEES	30,000.00	31,075.00	31,075.00	0.00	0.00	100.00	30,720.00
101-000-477.000	CABLE TV FRANCHISE FEES - COM	145,000.00	145,000.00	145,000.00	0.00	0.00	100.00	159,522.10
101-000-477.001	CABLE TV FRANCHISE FEES - AT&	50,000.00	50,000.00	50,000.00	0.00	0.00	100.00	27,192.80
101-000-574.000	STATE CONSTITUTIONAL REVENUE	1,624,586.00	1,624,586.00	1,317,482.00	257,304.00	307,104.00	81.10	1,601,954.00
101-000-574.002	STATE REVENUE SHARING	54,392.00	54,392.00	54,392.00	0.00	0.00	100.00	50,671.00
101-000-574.003	CLFRF REVENUE SHARING	0.00	494.00	494.00	0.00	0.00	100.00	0.00
101-000-577.001	GRANTS	300,000.00	683,776.00	653,766.00	125,000.00	30,010.00	95.61	82,977.19
101-000-577.002	ROW REVENUE STATE & OTHER RES	10,500.00	15,500.00	15,552.80	0.00	(52.80)	100.34	9,567.39
101-000-577.003	NATIONAL OPIOID SETTLEMENT	0.00	20,500.00	20,796.87	0.00	(296.87)	101.45	0.00
101-000-611.000	MEETINGS, COURT REIMBURSEMENT	100.00	0.00	0.00	0.00	0.00	0.00	0.00
101-000-628.003	INFORMATION REQUESTS	250.00	0.00	0.00	0.00	0.00	0.00	0.00
101-000-630.000	BAG & TAG PROGRAM FEES	1,500.00	1,500.00	1,314.05	93.30	185.95	87.60	1,140.00
101-000-631.000	RECYCLING EDUCATION REVENUE	200.00	200.00	0.00	0.00	200.00	0.00	200.00
101-000-632.000	SYCAMORE MEADOWS LITTER CONTR	4,800.00	2,800.00	2,800.00	0.00	0.00	100.00	4,800.00
101-000-633.000	DANBURY LITTER CONTROL	4,800.00	4,800.00	3,600.00	3,200.00	1,200.00	75.00	4,800.00
101-000-634.000	SUPERIOR DAY DONATION	5,500.00	1,150.00	1,150.00	0.00	0.00	100.00	5,500.00
101-000-654.001	PLANNING & ZONING ADMIN FEES	10,000.00	7,000.00	4,950.00	0.00	2,050.00	70.71	9,250.00
101-000-657.001	ORDINANCE VIOLATION REIMBURSE	500.00	500.00	0.00	0.00	500.00	0.00	740.00
101-000-664.075	TAX COLLECTION INTEREST	0.00	0.00	36,462.04	0.00	(36,462.04)	100.00	57,940.00
101-000-665.000	INTEREST/DIVIDENDS	25,000.00	52,000.00	14,894.93	113.04	37,105.07	28.64	25,270.99
101-000-669.000	INVESTMENT EARNINGS	20,000.00	23,500.00	23,123.88	0.00	376.12	98.40	40,529.57
101-000-670.000	RENTAL INCOME	0.00	8,858.00	8,858.00	0.00	0.00	100.00	0.00
101-000-671.000	DISPOSITION OF ASSETS	0.00	182,569.10	182,569.10	0.00	0.00	100.00	0.00
101-000-671.002	CELL TOWER REVENUE	35,000.00	35,000.00	37,350.27	3,164.90	(2,350.27)	106.72	33,150.82
101-000-672.000	MEDICAL INSURANCE/COBRA INCOM	0.00	0.00	1.68	0.00	(1.68)	100.00	0.62
101-000-674.000	PUBLIC CONTRIBUTIONS	0.00	0.00	0.00	0.00	0.00	0.00	247,500.00
101-000-676.000	ELECTION REIMBURSEMENTS	40,000.00	3,824.18	3,824.18	0.00	0.00	100.00	54.00
101-000-687.000	INSURANCE REIMBURSEMENTS INCO	2,000.00	0.00	0.00	0.00	0.00	0.00	22,390.56
101-000-688.000	MISCELLANEOUS INCOME	5,000.00	4,000.00	3,196.02	0.00	803.98	79.90	8,290.59
101-000-699.999	APPROPRIATION FROM FUND BALAN	499,773.00	1,254,859.34	0.00	0.00	1,254,859.34	0.00	0.00
Total Dept 000 - REVENUE		3,550,937.00	4,886,585.00	3,291,516.26	389,277.24	1,595,068.74	67.36	3,067,841.87
TOTAL REVENUES		3,550,937.00	4,886,585.00	3,291,516.26	389,277.24	1,595,068.74	67.36	3,067,841.87
Expenditures								
Dept 101 - TOWNSHIP BOARD								
101-101-703.000	SALARIES	27,000.00	41,500.00	41,500.00	3,076.96	0.00	100.00	30,254.00
101-101-703.001	WETLANDS BOARD STIPENDS	250.00	250.00	0.00	0.00	250.00	0.00	0.00
101-101-703.002	DIXBORO REVIEW BOARD STIPENDS	500.00	500.00	0.00	0.00	500.00	0.00	0.00
101-101-703.003	ZONING BOARD OF APPEAL STIPEN	1,000.00	1,000.00	840.00	0.00	160.00	84.00	1,100.00
101-101-806.000	PROFESSIONAL SERVICES - OTHER	100.00	100.00	0.00	0.00	100.00	0.00	0.00
101-101-910.000	TRAINING	100.00	465.00	465.00	0.00	0.00	100.00	25.00



PERIOD ENDING 12/31/2024

PRE-AUDIT

GL NUMBER	DESCRIPTION	2024		YTD BALANCE 12/31/2024	ACTIVITY FOR MONTH 12/31/24	AVAILABLE BALANCE	% BDGT USED	YTD BALANCE 12/31/2023
		ORIGINAL BUDGET	2024 AMENDED BUDGET					
Fund 101 - GENERAL								
Expenditures								
Total Dept 101 - TOWNSHIP BOARD		28,950.00	43,815.00	42,805.00	3,076.96	1,010.00	97.69	31,379.00
Dept 171 - TOWNSHIP SUPERVISOR								
101-171-703.000	SALARIES	100,366.00	100,366.00	100,365.72	7,720.44	0.28	100.00	100,781.50
101-171-703.001	SUPERVISOR ASSISTANT SALARY	36,774.00	29,074.00	27,146.70	4,061.98	1,927.30	93.37	30,735.00
101-171-710.000	TRAINING	0.00	150.00	150.00	0.00	0.00	100.00	0.00
101-171-724.000	TOWNSHIP SUPERVISOR TAXB BENE	9,427.00	16,867.00	16,870.24	897.52	(3.24)	100.02	7,225.92
101-171-752.000	OPERATING SUPPLIES	100.00	100.00	76.00	0.00	24.00	76.00	148.00
101-171-806.000	PROFESSIONAL SERVICES OTHER	0.00	1,371.00	1,371.00	0.00	0.00	100.00	0.00
Total Dept 171 - TOWNSHIP SUPERVISOR		146,667.00	147,928.00	145,979.66	12,679.94	1,948.34	98.68	138,890.42
Dept 191 - ACCOUNTING								
101-191-699.249	OTHER FUND CONTRIBUTIONS	(46,000.00)	(46,000.00)	(46,000.00)	(10,500.00)	0.00	100.00	(46,000.00)
101-191-703.000	SALARIES	104,637.00	104,637.00	97,893.15	8,082.35	6,743.85	93.56	129,201.12
101-191-725.000	TAXABLE BENEFITS	7,905.00	10,205.00	10,209.11	0.00	(4.11)	100.04	8,047.23
101-191-752.000	OPERATING SUPPLIES	1,500.00	1,000.00	1,259.79	354.99	(259.79)	125.98	1,497.00
Total Dept 191 - ACCOUNTING		68,042.00	69,842.00	63,362.05	(2,062.66)	6,479.95	90.72	92,745.35
Dept 215 - CLERK								
101-215-703.000	SALARIES	90,680.00	99,403.00	99,402.94	7,646.38	0.06	100.00	91,015.56
101-215-703.001	SALARIES	133,848.00	134,302.00	136,416.87	8,569.67	(2,114.87)	101.57	98,026.82
101-215-710.000	TRAINING	0.00	150.00	150.00	0.00	0.00	100.00	0.00
101-215-725.000	TAXABLE BENEFITS	6,649.00	16,153.00	16,597.83	974.97	(444.83)	102.75	10,502.63
101-215-752.000	OPERATING SUPPLIES	1,500.00	1,500.00	1,085.60	101.61	414.40	72.37	788.11
101-215-910.000	TRAINING	1,500.00	500.00	475.00	0.00	25.00	95.00	1,090.00
101-215-915.000	MEMBERSHIP & DUES	0.00	156.00	156.00	0.00	0.00	100.00	0.00
Total Dept 215 - CLERK		234,177.00	252,164.00	254,284.24	17,292.63	(2,120.24)	100.84	201,423.12
Dept 253 - TOWNSHIP TREASURER								
101-253-703.000	SALARIES	90,680.00	99,403.00	99,402.94	7,646.38	0.06	100.00	91,218.56
101-253-703.001	SALARIES	105,943.00	105,943.00	101,508.28	7,435.30	4,434.72	95.81	89,883.55
101-253-725.000	TAXABLE BENEFITS	17,955.00	11,930.00	11,927.01	406.54	2.99	99.97	15,650.26
101-253-752.000	OPERATING SUPPLIES	1,500.00	3,000.00	3,083.98	351.17	(83.98)	102.80	3,411.23
101-253-806.000	PROFESSIONAL SERVICES - OTHER	250.00	250.00	135.75	0.00	114.25	54.30	300.00
101-253-900.000	PRINTING & PUBLISHING	1,000.00	2,500.00	2,459.00	0.00	41.00	98.36	1,859.00
101-253-910.000	TRAINING	3,000.00	500.00	748.50	0.00	(248.50)	149.70	3,299.00
101-253-915.000	MEMBERSHIPS & DUES	200.00	360.00	364.00	(130.00)	(4.00)	101.11	99.00
Total Dept 253 - TOWNSHIP TREASURER		220,528.00	223,886.00	219,629.46	15,709.39	4,256.54	98.10	205,720.60
Dept 257 - ASSESSOR								
101-257-703.000	SALARIES	205,712.00	205,712.00	205,008.01	15,824.10	703.99	99.66	211,323.67
101-257-703.001	BOARD OF REVIEW SALARIES	2,500.00	2,500.00	1,215.00	0.00	1,285.00	48.60	1,305.00
101-257-725.000	TAXABLE BENEFITS	34,884.00	43,229.00	43,235.22	1,358.74	(6.22)	100.01	32,084.81
101-257-752.000	OPERATING SUPPLIES	500.00	1,500.00	1,341.96	0.00	158.04	89.46	449.22
101-257-805.000	CONTRACT SERVICES	2,000.00	2,000.00	1,880.51	383.45	119.49	94.03	1,685.03
101-257-850.000	TELECOMMUNICATIONS	600.00	1,100.00	960.83	50.57	139.17	87.35	606.84

PERIOD ENDING 12/31/2024

PRE-AUDIT

GL NUMBER	DESCRIPTION	2024		YTD BALANCE 12/31/2024	ACTIVITY FOR		AVAILABLE BALANCE	% BDGT USED	YTD BALANCE 12/31/2023
		ORIGINAL BUDGET	2024 AMENDED BUDGET		MONTH 12/31/24				
Fund 101 - GENERAL									
Expenditures									
101-257-860.000	TRANSPORTATION	200.00	700.00	521.53	13.80	178.47	74.50	8.78	
101-257-910.000	TRAINING	1,500.00	1,000.00	905.64	0.00	94.36	90.56	426.00	
101-257-915.000	MEMBERSHIPS & DUES	1,500.00	1,500.00	1,367.00	99.00	133.00	91.13	1,256.65	
101-257-916.000	MEALS & LODGING	500.00	2,450.00	2,409.48	455.92	40.52	98.35	353.85	
Total Dept 257 - ASSESSOR		249,896.00	261,691.00	258,845.18	18,185.58	2,845.82	98.91	249,499.85	
Dept 261 - ADMINISTRATION									
101-261-415.000	TAX CHARGEBACKS	500.00	500.00	478.63	0.00	21.37	95.73	67.56	
101-261-699.249	OTHER FUND CONTRIBUTIONS	(15,000.00)	(15,000.00)	(15,000.00)	(3,750.00)	0.00	100.00	(15,000.00)	
101-261-708.000	MESC UNEMPLOYMENT BENEFITS	5,000.00	1,000.00	152.48	0.00	847.52	15.25	4,914.40	
101-261-709.000	FICA	72,273.00	86,471.00	86,680.62	5,897.68	(209.62)	100.24	73,705.37	
101-261-715.000	PENSION	132,928.00	147,039.00	136,986.54	10,080.63	10,052.46	93.16	131,944.99	
101-261-725.001	HCSP	39,162.00	17,762.00	9,804.97	0.00	7,957.03	55.20	25,020.68	
101-261-752.000	OPERATING SUPPLIES	5,000.00	5,000.00	3,866.95	1,579.50	1,133.05	77.34	4,752.45	
101-261-777.000	CEMETERY UPKEEP EXPENSE	1,500.00	1,500.00	1,500.00	0.00	0.00	100.00	1,500.00	
101-261-802.000	PROFESSIONAL SERVICES -ATTORN	20,000.00	55,000.00	49,865.00	0.00	5,135.00	90.66	20,449.50	
101-261-803.000	HSA ADMINISTRATION FEES	250.00	250.00	238.00	8.50	12.00	95.20	242.25	
101-261-804.000	PROFESSIONAL SERVICES - AUDIT	11,000.00	19,500.00	19,310.00	0.00	190.00	99.03	13,730.00	
101-261-805.000	MASTER PLAN REVISIONS	15,000.00	15,000.00	1,755.00	0.00	13,245.00	11.70	21,365.00	
101-261-805.001	GEDDES RIDGE DRAIN	30,000.00	30,000.00	28,821.74	28,821.74	1,178.26	96.07	29,637.47	
101-261-805.002	SPECIAL PROJECTS - MISCELLANE	155,000.00	8,000.00	6,471.91	59.19	1,528.09	80.90	96,955.40	
101-261-805.004	YPSILANTI DISTRICT LIBRARY	0.00	110,700.00	110,652.07	0.00	47.93	99.96	115,816.41	
101-261-805.006	PLYMOUTH RD PATHWAY	200,000.00	873,075.00	872,836.61	0.00	238.39	99.97	34,676.71	
101-261-805.007	DIXBORO GREEN SCHOOLHOUSE	15,000.00	75,000.00	70,735.85	0.00	4,264.15	94.31	15,274.02	
101-261-805.010	MACARTHUR - SEMCOG	0.00	0.00	0.00	0.00	0.00	0.00	140.73	
101-261-805.011	GEDDES ROAD PATHWAY	200,000.00	0.00	129,732.03	0.00	(129,732.03)	100.00	59,466.50	
101-261-805.012	MACARTHUR PATHWAY	0.00	270,000.00	281,045.37	20,049.07	(11,045.37)	104.09	8,267.00	
101-261-805.013	FIREMAN'S PARK	0.00	169,000.00	168,776.55	0.00	223.45	99.87	21,858.75	
101-261-805.014	TREES	0.00	6,075.00	6,075.00	0.00	0.00	100.00	0.00	
101-261-805.015	TOWNSHIP SIDEWALK PROGRAM	0.00	6,700.00	6,700.00	0.00	0.00	100.00	0.00	
101-261-805.016	HYUNDAI	0.00	184,312.00	184,312.00	0.00	0.00	100.00	0.00	
101-261-805.017	CLAYHILL COMMUNITY FARM AND G	0.00	36,700.00	36,700.00	0.00	0.00	100.00	0.00	
101-261-805.018	PARK'S DEPARTMENT BATHROOM	0.00	28,000.00	27,823.42	0.00	176.58	99.37	0.00	
101-261-805.019	2024 ZONING ORDINANCE REWRITE	0.00	26,000.00	27,740.00	11,480.00	(1,740.00)	106.69	0.00	
101-261-806.000	PROFESSIONAL SERVICES - OTHER	10,000.00	16,000.00	14,427.17	319.85	1,572.83	90.17	28,571.78	
101-261-826.000	BANK FEES & CHARGES	1,000.00	500.00	163.91	0.00	336.09	32.78	189.57	
101-261-840.001	MEDICAL INSURANCE	96,151.00	71,428.00	63,130.05	(1,761.76)	8,297.95	88.38	84,877.04	
101-261-840.002	DENTAL INSURANCE	9,997.00	7,862.00	7,258.62	(129.06)	603.38	92.33	9,436.11	
101-261-840.003	VISION INSURANCE	2,503.00	1,988.00	1,829.88	(27.83)	158.12	92.05	2,414.06	
101-261-840.004	LIFE INSURANCE	1,510.00	1,373.00	1,498.02	(11.35)	(125.02)	109.11	1,744.73	
101-261-850.000	TELECOMMUNICATIONS	12,000.00	12,000.00	12,786.19	1,115.61	(786.19)	106.55	11,619.40	
101-261-851.000	POSTAGE	15,000.00	15,000.00	13,350.16	(66.95)	1,649.84	89.00	15,059.83	
101-261-860.000	TRANSPORTATION	7,000.00	12,000.00	11,333.20	447.19	666.80	94.44	6,908.84	
101-261-900.000	PRINTING & PUBLISHING	15,000.00	12,500.00	10,719.14	479.16	1,780.86	85.75	15,179.35	
101-261-910.001	TRAINING	125.00	1,925.00	1,900.00	0.00	25.00	98.70	123.00	
101-261-915.000	MEMBERSHIPS & DUES	25,000.00	20,000.00	19,230.30	0.00	769.70	96.15	23,143.41	
101-261-916.000	MEALS & LODGING	2,000.00	2,000.00	1,346.63	0.00	653.37	67.33	1,428.38	
101-261-935.000	INSURANCE & BONDS	16,000.00	20,100.00	20,282.78	1,864.80	(182.78)	100.91	19,109.57	
101-261-940.000	EQUIPMENT RENTAL	8,000.00	6,300.00	7,201.99	1,350.10	(901.99)	114.32	7,016.34	
101-261-946.000	PROFESSIONAL SERVICES - ENGIN	15,000.00	15,000.00	12,549.75	0.00	2,450.25	83.67	30,983.91	
101-261-948.000	PROFESSIONAL SERVICES - IT	40,000.00	70,000.00	61,964.17	6,192.15	8,035.83	88.52	41,050.76	
101-261-955.000	MISCELLANEOUS EXPENSE	1,000.00	1,000.00	710.48	(7.03)	289.52	71.05	84.83	
101-261-955.001	YPSILANTI MEALS ON WHEELS	0.00	10,000.00	10,000.00	0.00	0.00	100.00	10,000.00	

PERIOD ENDING 12/31/2024

PRE-AUDIT

GL NUMBER	DESCRIPTION	2024		YTD BALANCE 12/31/2024	ACTIVITY FOR MONTH 12/31/24	AVAILABLE BALANCE	% BDGT USED	YTD BALANCE 12/31/2023
		ORIGINAL BUDGET	2024 AMENDED BUDGET					
<b>Fund 101 - GENERAL</b>								
<b>Expenditures</b>								
101-261-985.000	EQUIPMENT OVER \$5,000	5,000.00	0.00	0.00	0.00	0.00	0.00	0.00
101-261-986.000	EQUIPMENT UNDER \$5,000	5,000.00	5,000.00	3,747.08	1,617.44	1,252.92	74.94	9,675.61
101-261-991.000	DEBT PRINCIPLE	0.00	110,000.00	110,000.00	0.00	0.00	100.00	110,000.00
101-261-992.000	DEBT INTEREST	0.00	66,500.00	66,500.00	0.00	0.00	100.00	97,500.00
<b>Total Dept 261 - ADMINISTRATION</b>		<b>1,174,899.00</b>	<b>2,636,060.00</b>	<b>2,705,990.26</b>	<b>85,608.63</b>	<b>(69,930.26)</b>	<b>102.65</b>	<b>1,190,901.71</b>
<b>Dept 262 - ELECTIONS</b>								
101-262-703.000	SALARIES	100,000.00	109,500.00	108,234.24	4,853.00	1,265.76	98.84	360.00
101-262-703.001	FICA EXEMPT SALARY	6,600.00	35,200.00	35,164.84	0.00	35.16	99.90	0.00
101-262-752.000	OPERATING SUPPLIES	12,000.00	12,000.00	11,064.23	0.00	935.77	92.20	1,371.40
101-262-806.000	PROFESSIONAL SERVICES - OTHER	24,400.00	5,400.00	7,423.49	2,305.82	(2,023.49)	137.47	0.00
101-262-851.000	POSTAGE	6,000.00	11,500.00	11,421.22	0.00	78.78	99.31	0.00
101-262-900.000	PRINTING & PUBLISHING	36,000.00	3,000.00	2,147.80	0.00	852.20	71.59	0.00
101-262-910.000	TRAINING	6,000.00	0.00	0.00	0.00	0.00	0.00	0.00
101-262-940.000	PRECINCT RENT	12,000.00	12,000.00	4,500.00	1,000.00	7,500.00	37.50	0.00
101-262-985.000	EQUIPMENT OVER \$5,000	26,000.00	0.00	0.00	0.00	0.00	0.00	0.00
101-262-986.000	EQUIPMENT UNDER \$5,000	10,000.00	2,000.00	1,143.25	0.00	856.75	57.16	0.00
101-262-991.000	DEBT PRINCIPLE	110,000.00	0.00	0.00	0.00	0.00	0.00	0.00
101-262-992.000	DEBT INTEREST	43,200.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Dept 262 - ELECTIONS</b>		<b>392,200.00</b>	<b>190,600.00</b>	<b>181,099.07</b>	<b>8,158.82</b>	<b>9,500.93</b>	<b>95.02</b>	<b>1,731.40</b>
<b>Dept 265 - BUILDINGS &amp; GROUNDS</b>								
101-265-699.249	OTHER FUND CONTRIBUTIONS	(15,000.00)	(15,000.00)	(15,000.00)	(3,750.00)	0.00	100.00	(15,000.00)
101-265-752.000	OPERATING SUPPLIES	3,000.00	8,000.00	5,927.36	273.10	2,072.64	74.09	3,306.75
101-265-805.000	CONTRACT SERVICES	25,000.00	25,000.00	21,507.00	1,792.25	3,493.00	86.03	25,574.00
101-265-920.000	UTILITIES	14,000.00	14,000.00	14,653.92	1,999.49	(653.92)	104.67	12,995.18
101-265-934.000	REPAIR & MAINTENANCE	70,000.00	21,000.00	23,361.74	2,849.96	(2,361.74)	111.25	19,538.91
101-265-975.000	BUILDING IMPROVEMENTS	0.00	8,000.00	7,715.01	0.00	284.99	96.44	13,425.00
<b>Total Dept 265 - BUILDINGS &amp; GROUNDS</b>		<b>97,000.00</b>	<b>61,000.00</b>	<b>58,165.03</b>	<b>3,164.80</b>	<b>2,834.97</b>	<b>95.35</b>	<b>59,839.84</b>
<b>Dept 446 - INFRASTRUCTURE</b>								
101-446-703.000	SALARIES	6,683.00	11,683.00	8,891.19	244.58	2,791.81	76.10	4,329.34
101-446-752.000	OPERATING SUPPLIES	250.00	250.00	0.00	0.00	250.00	0.00	63.63
101-446-805.000	CONTRACT SERVICES	1,000.00	20,000.00	17,060.00	0.00	2,940.00	85.30	18,600.00
101-446-930.000	REPAIR & MAINTENANCE	0.00	1,600.00	1,608.48	0.00	(8.48)	100.53	0.00
101-446-937.000	ROAD MAINTENANCE	250,000.00	250,000.00	160,152.94	32,058.80	89,847.06	64.06	167,676.11
101-446-937.001	NON-MOTOR TRAILS MAINT.	0.00	0.00	465.28	250.00	(465.28)	100.00	0.00
101-446-937.002	ROW MAINTENANCE	12,000.00	7,000.00	6,832.39	17.00	167.61	97.61	17,037.81
101-446-938.000	UTILITIES - STREETLIGHTS	0.00	9,086.00	9,085.86	0.00	0.14	100.00	6,542.94
101-446-939.000	DRAINS	28,900.00	18,100.00	18,067.11	18,067.11	32.89	99.82	13,473.46
<b>Total Dept 446 - INFRASTRUCTURE</b>		<b>298,833.00</b>	<b>317,719.00</b>	<b>222,163.25</b>	<b>50,637.49</b>	<b>95,555.75</b>	<b>69.92</b>	<b>227,723.29</b>
<b>Dept 528 - SOLID WASTE MANAGEMENT</b>								
101-528-919.000	ROADSIDE TRASH REMOVAL	8,000.00	8,000.00	7,185.00	451.00	815.00	89.81	8,564.00
101-528-919.001	GARBAGE & YARD WASTE TAGS	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00	2,958.10
101-528-919.002	REIMBURSEMENT FOR DUMP USE	2,000.00	2,000.00	2,180.25	391.00	(180.25)	109.01	2,235.50



PERIOD ENDING 12/31/2024

PRE-AUDIT

GL NUMBER	DESCRIPTION	2024		YTD BALANCE 12/31/2024	ACTIVITY FOR MONTH 12/31/24	AVAILABLE BALANCE	% BDGT USED	YTD BALANCE 12/31/2023
		ORIGINAL BUDGET	2024 AMENDED BUDGET					
Fund 101 - GENERAL								
Expenditures								
101-528-919.003	RECYCLE BIN EXCHANGE	10,800.00	10,800.00	7,910.31	0.00	2,889.69	73.24	10,378.28
Total Dept 528 - SOLID WASTE MANAGEMENT		21,800.00	21,800.00	17,275.56	842.00	4,524.44	79.25	24,135.88
Dept 596 - TRANSPORTATION SYSTEM								
101-596-860.000	AAATA FIXED ROUTE	67,262.00	70,342.00	70,343.00	6,632.16	(1.00)	100.00	64,325.76
101-596-860.001	AAATA DEMAND RESPONSE	23,897.00	24,202.00	24,199.28	2,092.17	2.72	99.99	23,088.45
101-596-981.000	CAP COST OF NEW BUSES	14,676.00	15,226.00	15,220.74	1,404.58	5.26	99.97	14,073.00
Total Dept 596 - TRANSPORTATION SYSTEM		105,835.00	109,770.00	109,763.02	10,128.91	6.98	99.99	101,487.21
Dept 701 - PLANNING DEPARTMENT								
101-701-703.000	SALARIES	59,055.00	19,055.00	18,104.32	0.00	950.68	95.01	62,933.60
101-701-703.001	COMMISSION STIPENDS	5,000.00	5,000.00	2,500.00	0.00	2,500.00	50.00	3,980.00
101-701-725.000	TAXABLE BENEFITS	10,502.00	8,702.00	8,606.84	0.00	95.16	98.91	9,926.08
101-701-752.000	OPERATING SUPPLIES	250.00	250.00	303.02	0.00	(53.02)	121.21	265.84
101-701-806.000	PROFESSIONAL SERVICES - OTHER	17,000.00	97,000.00	102,077.58	15,597.50	(5,077.58)	105.23	15,558.59
101-701-900.000	PRINTING & PUBLISHING	1,000.00	1,000.00	1,370.49	0.00	(370.49)	137.05	431.20
101-701-910.000	TRAINING	100.00	100.00	0.00	0.00	100.00	0.00	100.00
Total Dept 701 - PLANNING DEPARTMENT		92,907.00	131,107.00	132,962.25	15,597.50	(1,855.25)	101.42	93,195.31
Dept 965 - TRANSFER OF FUNDS								
101-965-995.508	TRANSFER TO PARK FUND	397,601.00	397,601.00	397,601.00	33,133.42	0.00	100.00	382,309.04
101-965-995.509	RESOLUTION #2021-20 ADD'L \$ T	21,602.00	21,602.00	21,602.00	5,400.50	0.00	100.00	18,975.00
Total Dept 965 - TRANSFER OF FUNDS		419,203.00	419,203.00	419,203.00	38,533.92	0.00	100.00	401,284.04
TOTAL EXPENDITURES		3,550,937.00	4,886,585.00	4,831,527.03	277,553.91	55,057.97	98.87	3,019,957.02
Fund 101 - GENERAL:								
TOTAL REVENUES		3,550,937.00	4,886,585.00	3,291,516.26	389,277.24	1,595,068.74	67.36	3,067,841.87
TOTAL EXPENDITURES		3,550,937.00	4,886,585.00	4,831,527.03	277,553.91	55,057.97	98.87	3,019,957.02
NET OF REVENUES & EXPENDITURES		0.00	0.00	(1,540,010.77)	111,723.33	1,540,010.77	100.00	47,884.85

COMPARATIVE BALANCE SHEET FOR SUPERIOR TOWNSHIP  
 PREPARED BY: NANCY MASON, ACCOUNTING  
 PRE-AUDIT  
 Fund 203 SIDE STREET MAINTENANCE

GL Number	Description	PERIOD ENDED 12/31/2023	PERIOD ENDED 12/31/2024
*** Assets ***			
Cash			
203-000-001.001	CHASE 5503 - DAILY OPERATING CHECKING	10,664.87	12,822.50
203-000-003.001	90 DAY CD - CHASE	3,651.85	0.00
	Cash	<u>14,316.72</u>	<u>12,822.50</u>
Accounts Receivable			
203-000-020.000	A/R - TAXROLL REVENUE	23,517.00	25,436.00
	Accounts Receivable	<u>23,517.00</u>	<u>25,436.00</u>
	<b>Total Assets</b>	<b><u>37,833.72</u></b>	<b><u>38,258.50</u></b>
*** Liabilities ***			
Accounts Payable			
	Accounts Payable	<u>0.00</u>	<u>0.00</u>
Liabilities-LT (under 1 year)			
203-000-360.000	DEFERRED REVENUE	23,517.00	25,436.00
	Liabilities-LT (under 1 year)	<u>23,517.00</u>	<u>25,436.00</u>
	<b>Total Liabilities</b>	<b><u>23,517.00</u></b>	<b><u>25,436.00</u></b>
*** Fund Balance ***			
Unassigned			
203-000-390.000	FUND BALANCE - UNDESIGNATED	15,104.49	14,316.72
	Unassigned	<u>15,104.49</u>	<u>14,316.72</u>
	<b>Total Fund Balance</b>	<b><u>15,104.49</u></b>	<b><u>14,316.72</u></b>
	<b>Beginning Fund Balance</b>	<b>15,104.49</b>	<b>14,316.72</b>
	<b>Net of Revenues VS Expenditures</b>	<b>(787.77)</b>	<b>(1,494.22)</b>
	<b>Ending Fund Balance</b>	<b>14,316.72</b>	<b>12,822.50</b>
	<b>Total Liabilities And Fund Balance</b>	<b>37,833.72</b>	<b>38,258.50</b>

PERIOD ENDING 12/31/2024

PRE-AUDIT

GL NUMBER	DESCRIPTION	2024		YTD BALANCE 12/31/2024	ACTIVITY FOR MONTH 12/31/24	AVAILABLE BALANCE	% BDGT USED	YTD BALANCE 12/31/2023
		ORIGINAL BUDGET	2024 AMENDED BUDGET					
Fund 203 - SIDE STREET MAINTENANCE								
Revenues								
Dept 000 - REVENUE								
203-000-450.000	SPECIAL ASSESSMENT	24,700.00	24,700.00	23,517.00	0.00	1,183.00	95.21	23,517.00
203-000-665.000	INTEREST/DIVIDENDS	250.00	250.00	424.78	0.00	(174.78)	169.91	395.23
Total Dept 000 - REVENUE		24,950.00	24,950.00	23,941.78	0.00	1,008.22	95.96	23,912.23
TOTAL REVENUES		24,950.00	24,950.00	23,941.78	0.00	1,008.22	95.96	23,912.23
Expenditures								
Dept 443 - MAINTENANCE								
203-443-805.000	CONTRACT SERVICES	24,950.00	24,950.00	25,436.00	0.00	(486.00)	101.95	24,700.00
Total Dept 443 - MAINTENANCE		24,950.00	24,950.00	25,436.00	0.00	(486.00)	101.95	24,700.00
TOTAL EXPENDITURES		24,950.00	24,950.00	25,436.00	0.00	(486.00)	101.95	24,700.00
Fund 203 - SIDE STREET MAINTENANCE:								
TOTAL REVENUES		24,950.00	24,950.00	23,941.78	0.00	1,008.22	95.96	23,912.23
TOTAL EXPENDITURES		24,950.00	24,950.00	25,436.00	0.00	(486.00)	101.95	24,700.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	(1,494.22)	0.00	1,494.22	100.00	(787.77)

GL Number	Description	PERIOD ENDED 12/31/2023	PERIOD ENDED 12/31/2024
*** Assets ***			
Cash			
206-000-001.001	HUNT 6014 - DAILY OPERATING CHECKING	212,202.14	477,304.35
206-000-002.001	COMERICA 5587 J-FUND - ACCRUED ABSENCES	452,626.93	475,993.53
206-000-002.002	COMERICA 5588 J-FUND - DAILY OPERATING	631,911.39	664,533.62
206-000-017.001	HUNT 6014 - GOVERNMENT T-BILLS	710,325.25	2,588.16
206-000-017.002	COMERICA - GOVERNMENT T-BILLS	714,125.22	301,906.12
206-000-017.003	HUNT 5377 - GOVERNMENT T-BILLS	0.00	222,626.40
Cash		<u>2,721,190.93</u>	<u>2,144,952.18</u>
Accounts Receivable			
206-000-020.000	A/R - TAXROLL REVENUE	2,711,958.30	2,986,562.88
206-000-040.002	A/R - OTHER	0.00	(810.73)
Accounts Receivable		<u>2,711,958.30</u>	<u>2,985,752.15</u>
Other Assets			
206-000-056.000	A/R - ACCRUED INCOME	4,777.95	4,226.01
206-000-123.000	PRE-PAID EXPENSES MISC.	16,161.28	6,832.87
206-000-123.050	PREPAID INSURANCE	78,632.79	108,779.14
206-000-123.085	PREPAID PAYROLL EXPENSES	0.00	180,092.62
206-000-126.000	UNREALIZED GAINS/LOSSES	30,208.87	67,837.61
Other Assets		<u>129,780.89</u>	<u>367,768.25</u>
Due From Other Funds			
206-000-084.101	DUE FROM GENERAL FUND	0.00	182.00
206-000-084.508	DUE FROM PARK FUND	0.00	512.00
206-000-084.592	DUE FROM UTIL	0.00	1,354.00
206-000-084.704	DUE FROM PAYROLL FUND	7.56	0.00
Due From Other Funds		<u>7.56</u>	<u>2,048.00</u>
<b>Total Assets</b>		<b><u>5,562,937.68</u></b>	<b><u>5,500,520.58</u></b>
*** Liabilities ***			
Accounts Payable			
206-000-202.000	A/P - VENDORS	77,747.82	7,442.30
Accounts Payable		<u>77,747.82</u>	<u>7,442.30</u>
Liabilities-ST			
206-000-257.000	ACCURED WAGES PAYABLE	58,806.00	58,806.00
206-000-260.000	ACCRUED PTO	43,841.00	43,841.00
Liabilities-ST		<u>102,647.00</u>	<u>102,647.00</u>
Liabilities-LT (under 1 year)			
Liabilities-LT (under 1 year)		<u>0.00</u>	<u>0.00</u>
Liabilities-LT (over 1 year)			
206-000-339.000	DEFERRED REVENUE	2,933,144.45	3,171,247.66
206-000-339.001	DEFERRED REVENUE PILOT	3,852.89	0.00
Liabilities-LT (over 1 year)		<u>2,936,997.34</u>	<u>3,171,247.66</u>
Due To Other Funds			
206-000-214.101	DUE TO GENERAL FUND	296.90	587.55
206-000-214.704	DUE TO PAYROLL FUND	27,840.37	25,365.27
Due To Other Funds		<u>28,137.27</u>	<u>25,952.82</u>
<b>Total Liabilities</b>		<b><u>3,145,529.43</u></b>	<b><u>3,307,289.78</u></b>



GL Number	Description	PERIOD ENDED 12/31/2023	PERIOD ENDED 12/31/2024
*** Fund Balance ***			
Unassigned			
206-000-390.000	FUND BALANCE - UNDESIGNATED	1,637,127.66	1,313,774.97
	Unassigned	<u>1,637,127.66</u>	<u>1,313,774.97</u>
Assigned			
206-000-385.000	FUND BALANCE - BUILDING RESERVE	471,875.84	471,875.84
206-000-385.001	FUND BALANCE - TRUCK RESERVE	12,084.19	12,084.19
206-000-385.002	FUND BALANCE - ACCRUED ABSENCES	496,512.95	496,512.95
206-000-385.003	FUND BALANCE - BOND PAYMENT RESERVE	123,160.30	123,160.30
	Assigned	<u>1,103,633.28</u>	<u>1,103,633.28</u>
	<b>Total Fund Balance</b>	<b><u>2,740,760.94</u></b>	<b><u>2,417,408.25</u></b>
	<b>Beginning Fund Balance</b>	<b>2,740,760.94</b>	<b>2,417,408.25</b>
	<b>Net of Revenues VS Expenditures</b>	<b>(323,352.69)</b>	<b>(224,177.45)</b>
	<b>Ending Fund Balance</b>	<b>2,417,408.25</b>	<b>2,193,230.80</b>
	<b>Total Liabilities And Fund Balance</b>	<b>5,562,937.68</b>	<b>5,500,520.58</b>

User: NANCY

DB: Superior Twp

PERIOD ENDING 12/31/2024

PRE-AUDIT

GL NUMBER	DESCRIPTION	2024	2024	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT	YTD BALANCE
		ORIGINAL BUDGET	AMENDED BUDGET					
Fund 206 - FIRE OPERATING FUND								
Revenues								
Dept 000 - REVENUE								
206-000-402.000	CURRENT- REAL/PROPERTY/IFT TA	2,939,347.00	2,930,932.28	2,930,932.28	0.00	0.00	100.00	2,724,443.80
206-000-403.000	PRIOR YEARS DELQ PERS PROP	100.00	100.00	0.00	0.00	100.00	0.00	0.00
206-000-407.000	PPT REIMBURSEMENT	3,000.00	2,200.00	2,138.84	0.00	61.16	97.22	2,138.80
206-000-432.000	PILOT PROGRAM TAXES	4,000.00	4,000.00	3,852.89	0.00	147.11	96.32	3,772.55
206-000-501.000	GRANTS	0.00	42,000.00	42,000.00	42,000.00	0.00	100.00	158,294.46
206-000-628.001	FALSE ALARM REVENUE	500.00	500.00	0.00	0.00	500.00	0.00	0.00
206-000-664.000	INTEREST/DIVIDENDS	45,000.00	63,000.00	70,740.20	4,235.80	(7,740.20)	112.29	81,039.88
206-000-665.001	INTEREST ON RESERVES INCOME	7,000.00	0.00	0.00	0.00	0.00	0.00	7,094.56
206-000-669.000	INVESTMENT EARNINGS	17,000.00	34,000.00	66,906.59	16,042.42	(32,906.59)	196.78	30,209.88
206-000-674.000	DONATIONS	0.00	0.00	175,386.36	175,386.36	(175,386.36)	100.00	1,500.00
206-000-676.000	REIMBURSEMENT FOR LABOR COSTS	0.00	4,100.00	4,040.00	0.00	60.00	98.54	315.00
206-000-687.000	INSURANCE REIMBURSEMENTS INCO	1,000.00	4,500.00	9,049.15	4,701.00	(4,549.15)	201.09	17,822.07
206-000-688.000	MISCELLANEOUS INCOME	500.00	2,100.00	2,124.96	0.00	(24.96)	101.19	1,150.00
206-000-699.999	APPROPRIATION FROM FUND BALAN	0.00	459,719.72	0.00	0.00	459,719.72	0.00	0.00
Total Dept 000 - REVENUE		3,017,447.00	3,547,152.00	3,307,171.27	242,365.58	239,980.73	93.23	3,027,781.00
TOTAL REVENUES		3,017,447.00	3,547,152.00	3,307,171.27	242,365.58	239,980.73	93.23	3,027,781.00
Expenditures								
Dept 336 - FIRE OPERATIONS								
206-336-415.000	TAX CHARGEBACKS	250.00	1,820.00	1,811.00	0.00	9.00	99.51	197.83
206-336-703.000	SALARIES	1,012,360.00	996,829.00	1,004,249.06	78,374.78	(7,420.06)	100.74	1,077,901.78
206-336-703.001	STATE AUTHORIZED OVERTIME	75,846.00	75,846.00	75,084.42	5,876.88	761.58	99.00	73,084.20
206-336-703.002	OVERTIME	300,000.00	300,000.00	303,978.07	12,995.67	(3,978.07)	101.33	365,248.51
206-336-709.000	FICA	87,412.00	124,929.00	124,559.70	7,717.94	369.30	99.70	124,032.87
206-336-715.000	PENSION	242,224.00	324,720.00	324,118.67	22,390.27	601.33	99.81	314,532.91
206-336-725.000	TAXABLE BENEFITS	191,477.00	271,084.00	277,201.96	14,950.67	(6,117.96)	102.26	252,594.05
206-336-725.001	HCSP	61,200.00	15,200.00	14,875.00	2,975.00	325.00	97.86	43,192.44
206-336-752.000	OPERATING SUPPLIES	30,000.00	30,000.00	28,510.93	1,606.21	1,489.07	95.04	43,989.78
206-336-767.000	FIRE CHIEF/MARSHALL EXPENSES	2,000.00	2,000.00	1,732.82	0.00	267.18	86.64	546.92
206-336-802.000	PROFESSIONAL SERVICES -ATTORN	1,000.00	1,000.00	75.00	0.00	925.00	7.50	1,400.00
206-336-803.000	HSA ADMINISTRATION FEES	600.00	600.00	616.25	51.00	(16.25)	102.71	612.00
206-336-804.000	PROFESSIONAL SERVICES - AUDIT	2,700.00	2,700.00	2,550.00	0.00	150.00	94.44	2,550.00
206-336-805.000	DISPATCH SERVICES	31,000.00	36,550.00	37,640.94	4,596.50	(1,090.94)	102.98	31,668.38
206-336-806.000	PROFESSIONAL SERVICES - OTHER	25,000.00	55,000.00	55,195.67	841.60	(195.67)	100.36	17,602.82
206-336-826.000	BANK FEES & CHARGES	1,000.00	1,700.00	1,763.17	249.71	(63.17)	103.72	1,029.50
206-336-840.001	MEDICAL INSURANCE	188,844.00	168,923.00	156,202.48	332.33	12,720.52	92.47	169,771.24
206-336-840.002	DENTAL INSURANCE	15,358.00	13,231.00	11,431.26	(14.31)	1,799.74	86.40	12,953.56
206-336-840.003	VISION INSURANCE	3,539.00	2,977.00	2,571.25	(4.84)	405.75	86.37	3,049.20
206-336-840.004	LIFE INSURANCE	1,798.00	1,643.00	1,475.50	0.00	167.50	89.81	1,634.40
206-336-850.000	TELECOMMUNICATIONS	21,000.00	27,000.00	25,732.64	2,186.82	1,267.36	95.31	23,041.06
206-336-890.000	CONTINGENCIES	5,000.00	0.00	0.00	0.00	0.00	0.00	0.00
206-336-910.000	TRAINING	12,000.00	12,500.00	12,459.93	0.00	40.07	99.68	13,204.23
206-336-915.000	MEMBERSHIPS & DUES	6,000.00	7,200.00	7,081.37	0.00	118.63	98.35	4,185.27
206-336-927.000	ACCOUNTING CHARGEBACK FEE	25,000.00	25,000.00	25,000.00	6,250.00	0.00	100.00	25,000.00
206-336-935.000	INSURANCE & BONDS	60,000.00	87,000.00	91,345.51	7,835.73	(4,345.51)	104.99	79,051.53
206-336-940.000	EQUIPMENT RENTAL	3,000.00	2,000.00	2,639.70	257.98	(639.70)	131.99	2,827.54
206-336-946.000	PROFESSIONAL SERVICES - ENGIN	20,000.00	3,000.00	2,256.75	0.00	743.25	75.23	63,800.78
206-336-948.000	PROFESSIONAL SERVICES - IT	20,000.00	22,000.00	20,862.74	1,003.88	1,137.26	94.83	25,815.20
206-336-960.000	FIRE PREVENTION EXPENSE	2,500.00	500.00	328.94	0.00	171.06	65.79	0.00
206-336-961.000	GRANT EXPENDITURES	0.00	42,000.00	42,000.00	0.00	0.00	100.00	144,356.36

PERIOD ENDING 12/31/2024

PRE-AUDIT

GL NUMBER	DESCRIPTION	2024		YTD BALANCE 12/31/2024	ACTIVITY FOR MONTH 12/31/24	AVAILABLE BALANCE	% BDGT USED	YTD BALANCE 12/31/2023
		ORIGINAL BUDGET	2024 AMENDED BUDGET					
Fund 206 - FIRE OPERATING FUND								
Expenditures								
206-336-965.000	MISCELLANEOUS EXPENSE	500.00	500.00	0.00	0.00	500.00	0.00	0.81
206-336-985.000	EQUIPMENT OVER \$5,000	50,000.00	0.00	0.00	0.00	0.00	0.00	87,078.26
206-336-986.000	EQUIPMENT UNDER \$5,000	20,000.00	19,000.00	19,537.34	1,902.98	(537.34)	102.83	17,697.17
206-336-991.000	DEBT PRINCIPAL	0.00	0.00	0.00	0.00	0.00	0.00	102,864.00
206-336-992.000	DEBT INTEREST	0.00	0.00	0.00	0.00	0.00	0.00	1,028.64
<b>Total Dept 336 - FIRE OPERATIONS</b>		<b>2,518,608.00</b>	<b>2,674,452.00</b>	<b>2,674,888.07</b>	<b>172,376.80</b>	<b>(436.07)</b>	<b>100.02</b>	<b>3,127,543.24</b>
Dept 337 - VEHICLES								
206-337-752.000	OPERATING SUPPLIES	5,000.00	5,000.00	4,427.77	513.47	572.23	88.56	3,166.62
206-337-758.000	FUEL-DIESEL	25,000.00	25,000.00	22,015.33	1,973.02	2,984.67	88.06	26,007.32
206-337-860.000	TRANSPORTATION	2,000.00	2,000.00	1,346.70	220.43	653.30	67.34	1,472.57
206-337-916.000	MEALS & LODGING	2,500.00	2,500.00	2,387.17	0.00	112.83	95.49	1,259.30
206-337-934.000	REPAIR & MAINTENANCE	75,000.00	125,000.00	117,347.55	515.00	7,652.45	93.88	95,104.61
<b>Total Dept 337 - VEHICLES</b>		<b>109,500.00</b>	<b>159,500.00</b>	<b>147,524.52</b>	<b>3,221.92</b>	<b>11,975.48</b>	<b>92.49</b>	<b>127,010.42</b>
Dept 338 - BUILDINGS & GROUNDS								
206-338-752.000	OPERATING SUPPLIES	10,000.00	10,000.00	8,216.08	834.18	1,783.92	82.16	11,326.41
206-338-920.000	UTILITIES	30,000.00	30,000.00	26,767.07	3,299.84	3,232.93	89.22	24,745.79
206-338-934.000	REPAIR & MAINTENANCE	40,000.00	75,000.00	75,760.18	1,685.76	(760.18)	101.01	60,507.83
206-338-976.000	BUILDING ADDITIONS & IMPS.	0.00	598,200.00	598,192.80	0.00	7.20	100.00	0.00
<b>Total Dept 338 - BUILDINGS &amp; GROUNDS</b>		<b>80,000.00</b>	<b>713,200.00</b>	<b>708,936.13</b>	<b>5,819.78</b>	<b>4,263.87</b>	<b>99.40</b>	<b>96,580.03</b>
Dept 965 - TRANSFER OF FUNDS								
206-965-965.000	TRANSFER TO BLDG. CONST. RESE	154,670.00	0.00	0.00	0.00	0.00	0.00	0.00
206-965-966.000	TRANSFER TO TRUCK REPLACE. RE	154,669.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Dept 965 - TRANSFER OF FUNDS</b>		<b>309,339.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTAL EXPENDITURES</b>		<b>3,017,447.00</b>	<b>3,547,152.00</b>	<b>3,531,348.72</b>	<b>181,418.50</b>	<b>15,803.28</b>	<b>99.55</b>	<b>3,351,133.69</b>
Fund 206 - FIRE OPERATING FUND:								
TOTAL REVENUES		3,017,447.00	3,547,152.00	3,307,171.27	242,365.58	239,980.73	93.23	3,027,781.00
TOTAL EXPENDITURES		3,017,447.00	3,547,152.00	3,531,348.72	181,418.50	15,803.28	99.55	3,351,133.69
NET OF REVENUES & EXPENDITURES		0.00	0.00	(224,177.45)	60,947.08	224,177.45	100.00	(323,352.69)

COMPARATIVE BALANCE SHEET FOR SUPERIOR TOWNSHIP  
 PREPARED BY: NANCY MASON, ACCOUNTING  
 PRE-AUDIT  
 Fund 211 LEGAL DEFENSE FUND

GL Number	Description	PERIOD ENDED 12/31/2023	PERIOD ENDED 12/31/2024
<b>*** Assets ***</b>			
Cash			
211-000-001.001	CHASE 5503 - DAILY OPERATING CHECKING	2,802.97	179,358.98
211-000-003.001	90 DAY CD - CHASE	1,423.10	0.00
211-000-017.001	CHASE 5503 - GOVERNMENT T-BILLS	253,958.10	0.00
	Cash	<u>258,184.17</u>	<u>179,358.98</u>
Other Assets			
211-000-126.000	UNREALIZED GAINS/LOSSES	16,175.53	0.00
	Other Assets	<u>16,175.53</u>	<u>0.00</u>
	<b>Total Assets</b>	<b><u>274,359.70</u></b>	<b><u>179,358.98</u></b>
<b>*** Liabilities ***</b>			
Accounts Payable			
211-000-202.000	A/P - VENDORS	570.00	920.00
	Accounts Payable	<u>570.00</u>	<u>920.00</u>
Other Liabilities			
	Other Liabilities	<u>0.00</u>	<u>0.00</u>
Due To Other Funds			
211-000-214.101	DUE TO GENERAL FUND	80,538.00	0.00
	Due To Other Funds	<u>80,538.00</u>	<u>0.00</u>
	<b>Total Liabilities</b>	<b><u>81,108.00</u></b>	<b><u>920.00</u></b>
<b>*** Fund Balance ***</b>			
Unassigned			
211-000-390.000	FUND BALANCE - UNDESIGNATED	225,753.34	193,251.70
	Unassigned	<u>225,753.34</u>	<u>193,251.70</u>
	<b>Total Fund Balance</b>	<b><u>225,753.34</u></b>	<b><u>193,251.70</u></b>
	<b>Beginning Fund Balance</b>	<b>225,753.34</b>	<b>193,251.70</b>
	<b>Net of Revenues VS Expenditures</b>	<b>(32,501.64)</b>	<b>(14,812.72)</b>
	<b>Ending Fund Balance</b>	<b>193,251.70</b>	<b>178,438.98</b>
	<b>Total Liabilities And Fund Balance</b>	<b>274,359.70</b>	<b>179,358.98</b>

PERIOD ENDING 12/31/2024

PRE-AUDIT

GL NUMBER	DESCRIPTION	2024		YTD BALANCE 12/31/2024	ACTIVITY FOR MONTH 12/31/24	AVAILABLE BALANCE	% BDGT USED	YTD BALANCE 12/31/2023
		ORIGINAL BUDGET	2024 AMENDED BUDGET					
Fund 211 - LEGAL DEFENSE FUND								
Revenues								
Dept 000 - REVENUE								
211-000-664.000	INTEREST/DIVIDENDS	150.00	150.00	71.10	0.00	78.90	47.40	145.74
211-000-669.000	INVESTMENT EARNINGS	6,000.00	11,000.00	11,069.98	0.00	(69.98)	100.64	12,752.62
211-000-699.999	APPROPRIATION FROM FUND BALAN	5,850.00	16,850.00	0.00	0.00	16,850.00	0.00	0.00
Total Dept 000 - REVENUE		12,000.00	28,000.00	11,141.08	0.00	16,858.92	39.79	12,898.36
TOTAL REVENUES		12,000.00	28,000.00	11,141.08	0.00	16,858.92	39.79	12,898.36
Expenditures								
Dept 443 - MAINTENANCE								
211-443-802.000	PROFESSIONAL SERVICES -ATTORN	10,000.00	10,000.00	4,648.50	852.50	5,351.50	46.49	13,535.00
211-443-806.000	PROFESSIONAL SERVICES - OTHER	2,000.00	18,000.00	21,305.30	67.50	(3,305.30)	118.36	1,865.00
211-443-971.001	LAND PURCHASES	0.00	0.00	0.00	0.00	0.00	0.00	30,000.00
Total Dept 443 - MAINTENANCE		12,000.00	28,000.00	25,953.80	920.00	2,046.20	92.69	45,400.00
TOTAL EXPENDITURES		12,000.00	28,000.00	25,953.80	920.00	2,046.20	92.69	45,400.00
Fund 211 - LEGAL DEFENSE FUND:								
TOTAL REVENUES		12,000.00	28,000.00	11,141.08	0.00	16,858.92	39.79	12,898.36
TOTAL EXPENDITURES		12,000.00	28,000.00	25,953.80	920.00	2,046.20	92.69	45,400.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	(14,812.72)	(920.00)	14,812.72	100.00	(32,501.64)

GL Number	Description	PERIOD ENDED 12/31/2023	PERIOD ENDED 12/31/2024
*** Assets ***			
Cash			
219-000-001.000	CHASE 5503 - DAILY OPERATING CHECKING	7,908.37	0.00
219-000-001.001	CHASE 5503 - DAILY OPERATING CHECKING	0.00	35,120.31
219-000-003.001	90 DAY CD - CHASE	28,668.54	0.00
	Cash	<u>36,576.91</u>	<u>35,120.31</u>
Accounts Receivable			
219-000-020.000	A/R - TAXROLL REVENUE	87,411.98	94,150.63
	Accounts Receivable	<u>87,411.98</u>	<u>94,150.63</u>
Other Assets			
	Other Assets	<u>0.00</u>	<u>0.00</u>
Due From Other Funds			
	Due From Other Funds	<u>0.00</u>	<u>0.00</u>
	<b>Total Assets</b>	<b><u>123,988.89</u></b>	<b><u>129,270.94</u></b>
*** Liabilities ***			
Accounts Payable			
219-000-202.000	A/P - VENDORS	8,304.40	8,457.95
	Accounts Payable	<u>8,304.40</u>	<u>8,457.95</u>
Liabilities-LT (under 1 year)			
	Liabilities-LT (under 1 year)	<u>0.00</u>	<u>0.00</u>
Due To Other Funds			
	Due To Other Funds	<u>0.00</u>	<u>0.00</u>
	<b>Total Liabilities</b>	<b><u>8,304.40</u></b>	<b><u>8,457.95</u></b>
*** Fund Balance ***			
Unassigned			
219-000-390.000	FUND BALANCE - UNDESIGNATED	116,017.61	115,684.49
	Unassigned	<u>116,017.61</u>	<u>115,684.49</u>
	<b>Total Fund Balance</b>	<b><u>116,017.61</u></b>	<b><u>115,684.49</u></b>
	<b>Beginning Fund Balance</b>	<b>116,017.61</b>	<b>115,684.49</b>
	<b>Net of Revenues VS Expenditures</b>	<b>(333.12)</b>	<b>5,128.50</b>
	<b>Ending Fund Balance</b>	<b>115,684.49</b>	<b>120,812.99</b>
	<b>Total Liabilities And Fund Balance</b>	<b>123,988.89</b>	<b>129,270.94</b>

PERIOD ENDING 12/31/2024

PRE-AUDIT

GL NUMBER	DESCRIPTION	2024		YTD BALANCE 12/31/2024	ACTIVITY FOR MONTH 12/31/24	AVAILABLE BALANCE	% BDGT USED	YTD BALANCE 12/31/2023
		ORIGINAL BUDGET	2024 AMENDED BUDGET					
Fund 219 - STREET LIGHT FUND								
Revenues								
Dept 000 - REVENUE								
219-000-450.000	SPECIAL ASSESSMENT	84,264.00	84,264.00	94,150.63	90.80	(9,886.63)	111.73	87,411.98
219-000-665.000	INTEREST/DIVIDENDS	750.00	750.00	1,543.85	0.00	(793.85)	205.85	1,072.55
Total Dept 000 - REVENUE		85,014.00	85,014.00	95,694.48	90.80	(10,680.48)	112.56	88,484.53
TOTAL REVENUES		85,014.00	85,014.00	95,694.48	90.80	(10,680.48)	112.56	88,484.53
Expenditures								
Dept 000 - REVENUE								
219-000-804.000	PROFESSIONAL SERVICES - AUDIT	625.00	(625.00)	0.00	0.00	(625.00)	0.00	0.00
219-000-920.000	UTILITIES	84,389.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 000 - REVENUE		85,014.00	(625.00)	0.00	0.00	(625.00)	0.00	0.00
Dept 448 - STREET LIGHTS								
219-448-804.000	PROFESSIONAL SERVICES - AUDIT	0.00	1,250.00	600.00	0.00	650.00	48.00	600.00
219-448-920.000	UTILITIES	0.00	84,389.00	89,965.98	8,457.95	(5,576.98)	106.61	88,217.65
Total Dept 448 - STREET LIGHTS		0.00	85,639.00	90,565.98	8,457.95	(4,926.98)	105.75	88,817.65
TOTAL EXPENDITURES		85,014.00	85,014.00	90,565.98	8,457.95	(5,551.98)	106.53	88,817.65
Fund 219 - STREET LIGHT FUND:								
TOTAL REVENUES		85,014.00	85,014.00	95,694.48	90.80	(10,680.48)	112.56	88,484.53
TOTAL EXPENDITURES		85,014.00	85,014.00	90,565.98	8,457.95	(5,551.98)	106.53	88,817.65
NET OF REVENUES & EXPENDITURES		0.00	0.00	5,128.50	(8,367.15)	(5,128.50)	100.00	(333.12)



GL Number	Description	PERIOD ENDED 12/31/2023	PERIOD ENDED 12/31/2024
*** Assets ***			
Cash			
249-000-001.001	CHASE 5503 - DAILY OPERATING CHECKING	136,329.02	509,357.82
249-000-003.001	90 DAY CD - CHASE	74,325.16	0.00
249-000-004.001	PETTY CASH	100.00	100.00
249-000-017.001	CHASE 5503 - GOVERNMENT T-BILLS	236,484.10	233,024.79
249-000-017.002	COMERICA - GOVERNMENT T-BILLS	308,416.79	130,397.49
	Cash	<u>755,655.07</u>	<u>872,880.10</u>
Accounts Receivable			
	Accounts Receivable	<u>0.00</u>	<u>0.00</u>
Other Assets			
249-000-123.050	PREPAID INSURANCE	919.10	1,535.93
249-000-123.085	PREPAID PAYROLL EXPENSES	0.00	16,564.19
249-000-126.000	UNREALIZED GAINS/LOSSES	28,111.14	46,439.35
	Other Assets	<u>29,030.24</u>	<u>64,539.47</u>
Due From Other Funds			
249-000-084.701	DUE FROM TRUST & AGENCY	0.00	80.00
	Due From Other Funds	<u>0.00</u>	<u>80.00</u>
	<b>Total Assets</b>	<b><u>784,685.31</u></b>	<b><u>937,499.57</u></b>
*** Liabilities ***			
Accounts Payable			
249-000-202.000	A/P - VENDORS	1,553.49	141.65
	Accounts Payable	<u>1,553.49</u>	<u>141.65</u>
Liabilities-ST			
249-000-257.000	ACCURED WAGES PAYABLE	7,283.00	7,283.00
249-000-260.000	ACCRUED PTO	1,042.00	1,042.00
	Liabilities-ST	<u>8,325.00</u>	<u>8,325.00</u>
Due To Other Funds			
249-000-214.101	DUE TO GENERAL FUND	0.00	71.97
249-000-214.704	DUE TO PAYROLL FUND	3,024.49	2,506.26
	Due To Other Funds	<u>3,024.49</u>	<u>2,578.23</u>
	<b>Total Liabilities</b>	<b><u>12,902.98</u></b>	<b><u>11,044.88</u></b>
*** Fund Balance ***			
Unassigned			
249-000-390.000	FUND BALANCE - UNDESIGNATED	832,393.58	765,212.01
	Unassigned	<u>832,393.58</u>	<u>765,212.01</u>
Assigned			
249-000-385.000	FUND BALANCE - ACCRUED ABSENCES	6,570.32	6,570.32
	Assigned	<u>6,570.32</u>	<u>6,570.32</u>
	<b>Total Fund Balance</b>	<b><u>838,963.90</u></b>	<b><u>771,782.33</u></b>
	<b>Beginning Fund Balance</b>	<b>838,963.90</b>	<b>771,782.33</b>

GL Number	Description	PERIOD ENDED 12/31/2023	PERIOD ENDED 12/31/2024
	<b>Net of Revenues VS Expenditures</b>	<b>(67,181.57)</b>	<b>154,672.36</b>
	<b>Ending Fund Balance</b>	<b>771,782.33</b>	<b>926,454.69</b>
	<b>Total Liabilities And Fund Balance</b>	<b>784,685.31</b>	<b>937,499.57</b>

PERIOD ENDING 12/31/2024

PRE-AUDIT

GL NUMBER	DESCRIPTION	2024		YTD BALANCE 12/31/2024	ACTIVITY FOR		% BDGT USED	YTD BALANCE 12/31/2023
		ORIGINAL BUDGET	2024 AMENDED BUDGET		MONTH 12/31/24	AVAILABLE BALANCE		
Fund 249 - BUILDING								
Revenues								
Dept 000 - REVENUE								
249-000-490.000	TEMP OCCUP ADMIN FEES	1,000.00	1,500.00	1,680.00	240.00	(180.00)	112.00	560.00
249-000-628.000	CHARGES FOR SERVICES INCOME	225,000.00	480,000.00	498,398.90	29,636.00	(18,398.90)	103.83	296,262.00
249-000-664.000	INTEREST/DIVIDENDS	5,000.00	10,000.00	9,997.10	0.00	2.90	99.97	6,302.57
249-000-669.000	INVESTMENT EARNINGS	13,000.00	15,000.00	18,895.24	1,689.62	(3,895.24)	125.97	24,923.66
249-000-687.000	INSURANCE REIMBURSEMENTS INCO	0.00	0.00	0.00	0.00	0.00	0.00	16.11
249-000-688.000	MISCELLANEOUS INCOME	100.00	100.00	0.00	0.00	100.00	0.00	25.00
249-000-699.999	APPROPRIATION FROM FUND BALAN	138,225.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 000 - REVENUE		382,325.00	506,600.00	528,971.24	31,565.62	(22,371.24)	104.42	328,089.34
TOTAL REVENUES		382,325.00	506,600.00	528,971.24	31,565.62	(22,371.24)	104.42	328,089.34
Expenditures								
Dept 371 - SAFETY INSPECTION								
249-371-703.000	SALARIES	176,134.00	176,134.00	158,794.65	11,602.28	17,339.35	90.16	177,684.32
249-371-709.000	FICA	15,504.00	15,730.00	13,940.30	925.89	1,789.70	88.62	14,094.27
249-371-715.000	PENSION	29,835.00	29,835.00	26,882.82	1,906.26	2,952.18	90.10	28,898.08
249-371-725.000	TAXABLE BENEFITS	26,531.00	29,485.00	28,167.96	849.02	1,317.04	95.53	19,997.00
249-371-725.001	HCSP	8,280.00	8,280.00	7,470.00	600.00	810.00	90.22	8,280.00
249-371-752.000	OPERATING SUPPLIES	3,000.00	3,000.00	2,414.41	102.34	585.59	80.48	2,620.59
249-371-802.000	PROFESSIONAL SERVICES -ATTORN	6,000.00	12,000.00	8,700.00	0.00	3,300.00	72.50	9,590.00
249-371-803.000	HSA ADMINISTRATION FEES	50.00	50.00	51.00	4.25	(1.00)	102.00	68.00
249-371-804.000	PROFESSIONAL SERVICES - AUDIT	1,500.00	1,500.00	1,300.00	0.00	200.00	86.67	1,300.00
249-371-805.000	CONTRACT SERVICES	50,000.00	63,350.00	63,100.00	3,750.00	250.00	99.61	56,000.00
249-371-806.000	PROFESSIONAL SERVICES - OTHER	1,000.00	0.00	0.00	0.00	0.00	0.00	1,489.17
249-371-826.000	BANK FEES & CHARGES	100.00	100.00	21.39	0.00	78.61	21.39	12.00
249-371-840.001	MEDICAL INSURANCE	5,862.00	5,620.00	5,151.52	0.00	468.48	91.66	11,912.76
249-371-840.002	DENTAL INSURANCE	1,094.00	1,028.00	1,058.64	0.00	(30.64)	102.98	1,406.27
249-371-840.003	VISION INSURANCE	335.00	305.00	304.55	0.00	0.45	99.85	396.77
249-371-840.004	LIFE INSURANCE	300.00	272.00	259.90	0.00	12.10	95.55	309.80
249-371-850.000	TELECOMMUNICATIONS	600.00	600.00	606.84	50.57	(6.84)	101.14	606.84
249-371-860.000	TRANSPORTATION	2,000.00	3,100.00	3,051.55	31.31	48.45	98.44	1,723.11
249-371-900.000	PRINTING & PUBLISHING	100.00	100.00	0.00	0.00	100.00	0.00	0.00
249-371-910.000	TRAINING	500.00	500.00	250.00	0.00	250.00	50.00	890.72
249-371-915.000	MEMBERSHIPS & DUES	1,000.00	1,600.00	1,548.00	0.00	52.00	96.75	1,050.00
249-371-916.000	MEALS & LODGING	1,000.00	500.00	228.90	0.00	271.10	45.78	754.58
249-371-930.000	REPAIR & MAINTENANCE	100.00	100.00	0.00	0.00	100.00	0.00	0.00
249-371-935.000	INSURANCE & BONDS	500.00	500.00	538.95	45.41	(38.95)	107.79	487.92
249-371-948.000	PROFESSIONAL SERVICES - IT	5,000.00	5,000.00	5,237.51	275.89	(237.51)	104.75	9,650.71
249-371-986.000	EQUIPMENT UNDER \$5,000	1,000.00	1,000.00	219.99	0.00	780.01	22.00	1,048.00
249-371-995.101	BUILDING CHARGEBACK	45,000.00	45,000.00	45,000.00	11,250.00	0.00	100.00	45,000.00
Total Dept 371 - SAFETY INSPECTION		382,325.00	404,689.00	374,298.88	31,393.22	30,390.12	92.49	395,270.91
Dept 965 - TRANSFER OF FUNDS								
249-965-965.000	TRANSFER TO RESERVES	0.00	101,911.00	0.00	0.00	101,911.00	0.00	0.00
Total Dept 965 - TRANSFER OF FUNDS		0.00	101,911.00	0.00	0.00	101,911.00	0.00	0.00
TOTAL EXPENDITURES		382,325.00	506,600.00	374,298.88	31,393.22	132,301.12	73.88	395,270.91

PERIOD ENDING 12/31/2024

PRE-AUDIT

GL NUMBER	DESCRIPTION	2024		YTD BALANCE 12/31/2024	ACTIVITY FOR MONTH 12/31/24	AVAILABLE BALANCE	% BDGT USED	YTD BALANCE 12/31/2023
		ORIGINAL BUDGET	2024 AMENDED BUDGET					
Fund 249 - BUILDING								
Fund 249 - BUILDING:								
	TOTAL REVENUES	382,325.00	506,600.00	528,971.24	31,565.62	(22,371.24)	104.42	328,089.34
	TOTAL EXPENDITURES	382,325.00	506,600.00	374,298.88	31,393.22	132,301.12	73.88	395,270.91
	NET OF REVENUES & EXPENDITURES	0.00	0.00	154,672.36	172.40	(154,672.36)	100.00	(67,181.57)

GL Number	Description	PERIOD ENDED 12/31/2023	PERIOD ENDED 12/31/2024
<b>*** Assets ***</b>			
Cash			
266-000-001.001	CHASE 5503 - DAILY OPERATING CHECKING	563,348.52	424,227.12
266-000-003.001	90 DAY CD - CHASE	662,630.33	0.00
266-000-017.001	CHASE 5503 - GOVERNMENT T-BILLS	1,145,926.60	3,098,389.67
266-000-017.002	COMERICA - GOVERNMENT T-BILLS	407,523.63	172,282.56
Cash		<u>2,779,429.08</u>	<u>3,694,899.35</u>
Accounts Receivable			
266-000-020.000	A/R - TAXROLL REVENUE	2,130,816.35	2,209,927.03
266-000-040.000	A/R - OTHER	164.00	0.00
266-000-040.001	A/R - FINES AND FORFEITS	565.11	0.00
266-000-040.002	A/R - SYCAMORE REG PATROLS	25,890.88	94,133.12
266-000-040.003	A/R - DANBURY REG PATROLS	28,853.20	46,361.34
266-000-040.004	A/R - ST JOE HOSPITAL REG PATROLS	10,654.00	0.00
Accounts Receivable		<u>2,196,943.54</u>	<u>2,350,421.49</u>
Other Assets			
266-000-123.050	PREPAID INSURANCE	1,200.00	3,600.00
266-000-126.000	UNREALIZED GAINS/LOSSES	90,463.74	207,181.58
Other Assets		<u>91,663.74</u>	<u>210,781.58</u>
Due From Other Funds			
266-000-084.703	DUE FROM TAX FUND-COLLECTED TAXES	33,848.64	0.00
Due From Other Funds		<u>33,848.64</u>	<u>0.00</u>
<b>Total Assets</b>		<b><u>5,101,885.00</u></b>	<b><u>6,256,102.42</u></b>
<b>*** Liabilities ***</b>			
Accounts Payable			
266-000-202.000	A/P - VENDORS	3,734.00	124,111.78
Accounts Payable		<u>3,734.00</u>	<u>124,111.78</u>
Liabilities-ST			
Liabilities-ST		<u>0.00</u>	<u>0.00</u>
Liabilities-LT (over 1 year)			
266-000-339.000	DEFERRED REVENUE	2,304,604.82	2,491,657.33
266-000-339.001	DEFERRED REVENUE PILOT	3,027.31	0.00
Liabilities-LT (over 1 year)		<u>2,307,632.13</u>	<u>2,491,657.33</u>
Due To Other Funds			
Due To Other Funds		<u>0.00</u>	<u>0.00</u>
<b>Total Liabilities</b>		<b><u>2,311,366.13</u></b>	<b><u>2,615,769.11</u></b>
<b>*** Fund Balance ***</b>			
Unassigned			
266-000-390.000	FUND BALANCE - UNDESIGNATED	1,998,574.07	2,790,518.87
Unassigned		<u>1,998,574.07</u>	<u>2,790,518.87</u>
<b>Total Fund Balance</b>		<b><u>1,998,574.07</u></b>	<b><u>2,790,518.87</u></b>

COMPARATIVE BALANCE SHEET FOR SUPERIOR TOWNSHIP  
PREPARED BY: NANCY MASON, ACCOUNTING  
PRE-AUDIT  
Fund 266 LAW ENFORCEMENT FUND

GL Number	Description	PERIOD ENDED 12/31/2023	PERIOD ENDED 12/31/2024
	<b>Beginning Fund Balance</b>	<b>1,998,574.07</b>	<b>2,790,518.87</b>
	<b>Net of Revenues VS Expenditures</b>	<b>791,944.80</b>	<b>849,814.44</b>
	<b>Ending Fund Balance</b>	<b>2,790,518.87</b>	<b>3,640,333.31</b>
	<b>Total Liabilities And Fund Balance</b>	<b>5,101,885.00</b>	<b>6,256,102.42</b>

PERIOD ENDING 12/31/2024

PRE-AUDIT

GL NUMBER	DESCRIPTION	2024		YTD BALANCE 12/31/2024	ACTIVITY FOR MONTH 12/31/24	AVAILABLE BALANCE	% BDGT USED	YTD BALANCE 12/31/2023
		ORIGINAL BUDGET	2024 AMENDED BUDGET					
Fund 266 - LAW ENFORCEMENT FUND								
Revenues								
Dept 000 - REVENUE								
266-000-402.000	CURRENT- REAL/PROPERTY/IFT TA	2,312,949.00	2,302,867.30	2,302,867.30	0.00	0.00	100.00	2,140,657.74
266-000-403.000	PRIOR YEARS DELQ PERS PROP	250.00	250.00	0.00	0.00	250.00	0.00	0.00
266-000-407.000	PPT REIMBURSEMENT	2,000.00	2,000.00	1,680.54	0.00	319.46	84.03	1,680.52
266-000-432.000	PILOT PROGRAM TAXES	3,000.00	3,000.00	3,027.31	0.00	(27.31)	100.91	2,964.20
266-000-574.002	CVTRS PS REVENUE SHARING	0.00	0.00	497.00	0.00	(497.00)	100.00	492.00
266-000-628.001	FALSE ALARM REVENUE	1,000.00	1,000.00	930.00	0.00	70.00	93.00	745.00
266-000-628.002	SYCAMORE REG LAW ENFORCEMENT	104,000.00	104,000.00	103,563.36	8,630.28	436.64	99.58	103,563.36
266-000-628.003	DANBURY REG LAW ENFORCEMENT	89,000.00	92,700.00	92,722.68	7,726.89	(22.68)	100.02	86,559.60
266-000-628.004	ST. JOSEPH HOSPITAL LAW ENFOR	128,000.00	128,000.00	121,880.00	0.00	6,120.00	95.22	127,848.00
266-000-655.000	FINES & FORFEITS	12,000.00	12,000.00	10,525.65	1,229.65	1,474.35	87.71	13,225.40
266-000-664.000	INTEREST/DIVIDENDS	25,000.00	45,000.00	43,529.10	0.00	1,470.90	96.73	39,332.01
266-000-669.000	INVESTMENT EARNINGS	37,000.00	102,500.00	117,455.76	880.07	(14,955.76)	114.59	74,793.25
Total Dept 000 - REVENUE		2,714,199.00	2,793,317.30	2,798,678.70	18,466.89	(5,361.40)	100.19	2,591,861.08
TOTAL REVENUES		2,714,199.00	2,793,317.30	2,798,678.70	18,466.89	(5,361.40)	100.19	2,591,861.08
Expenditures								
Dept 301 - CRIME CONTROL								
266-301-415.000	TAX CHARGEBACKS	500.00	1,450.00	1,422.91	0.00	27.09	98.13	155.44
266-301-709.000	FICA	1,030.00	330.00	287.77	0.00	42.23	87.20	660.08
266-301-752.000	OPERATING SUPPLIES	1,000.00	0.00	0.00	0.00	0.00	0.00	799.85
266-301-801.000	REG SHERIFF'S CONTRACT	1,773,000.00	1,773,000.00	1,772,900.40	147,741.70	99.60	99.99	1,704,710.40
266-301-801.001	AUTHORIZED SHERIFF'S OVERTIME	60,000.00	20,000.00	0.00	0.00	20,000.00	0.00	28,532.29
266-301-801.002	SPECIAL OPERATIONS	10,000.00	10,000.00	120,699.95	120,699.95	(110,699.95)	1,207.00	10,000.00
266-301-802.000	PROFESSIONAL SERVICES -ATTORN	25,000.00	35,000.00	31,981.50	2,852.00	3,018.50	91.38	26,852.50
266-301-804.000	PROFESSIONAL SERVICES - AUDIT	1,100.00	1,100.00	1,000.00	0.00	100.00	90.91	1,000.00
266-301-806.000	PROFESSIONAL SERVICES - OTHER	500.00	500.00	301.30	0.00	198.70	60.26	145.00
266-301-826.000	BANK FEES & CHARGES	0.00	0.00	5.37	0.00	(5.37)	100.00	0.00
266-301-920.000	UTILITIES	6,000.00	6,000.00	7,056.80	559.83	(1,056.80)	117.61	6,322.34
266-301-927.000	ACCOUNTING CHARGEBACK FEE	6,000.00	6,000.00	6,000.00	500.00	0.00	100.00	6,000.00
266-301-934.000	REPAIR & MAINTENANCE	1,000.00	1,000.00	225.48	0.00	774.52	22.55	159.41
266-301-935.000	INSURANCE & BONDS	1,200.00	1,200.00	1,200.00	100.00	0.00	100.00	1,200.00
Total Dept 301 - CRIME CONTROL		1,886,330.00	1,855,580.00	1,943,081.48	272,453.48	(87,501.48)	104.72	1,786,537.31
Dept 302 - ORDINANCE ENFORCEMENT								
266-302-703.000	SALARIES	12,460.00	4,460.00	3,761.72	0.00	698.28	84.34	8,628.48
266-302-752.000	OPERATING SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	4.76
266-302-860.000	MILEAGE	5,000.00	2,100.00	2,021.06	0.00	78.94	96.24	4,721.96
Total Dept 302 - ORDINANCE ENFORCEMENT		17,460.00	6,560.00	5,782.78	0.00	777.22	88.15	13,355.20
Dept 303 - NEIGHBORHOOD WATCH								
266-303-752.000	OPERATING SUPPLIES	100.00	0.00	0.00	0.00	0.00	0.00	23.77
Total Dept 303 - NEIGHBORHOOD WATCH		100.00	0.00	0.00	0.00	0.00	0.00	23.77
Dept 346 - NEIGHBORHOOD WATCH								



PERIOD ENDING 12/31/2024

PRE-AUDIT

GL NUMBER	DESCRIPTION	2024		YTD BALANCE 12/31/2024	ACTIVITY FOR MONTH 12/31/24	AVAILABLE BALANCE	% BDGT USED	YTD BALANCE 12/31/2023
		ORIGINAL BUDGET	2024 AMENDED BUDGET					
Fund 266 - LAW ENFORCEMENT FUND								
Expenditures								
266-346-702.000	SALARIES	1,000.00	0.00	0.00	0.00	0.00	0.00	0.00
266-346-900.000	PRINTING & PUBLISHING	250.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 346 - NEIGHBORHOOD WATCH		1,250.00	0.00	0.00	0.00	0.00	0.00	0.00
Dept 965 - TRANSFER OF FUNDS								
266-965-965.000	TRANSFER TO RESERVES	809,059.00	931,177.30	0.00	0.00	931,177.30	0.00	0.00
Total Dept 965 - TRANSFER OF FUNDS		809,059.00	931,177.30	0.00	0.00	931,177.30	0.00	0.00
TOTAL EXPENDITURES		2,714,199.00	2,793,317.30	1,948,864.26	272,453.48	844,453.04	69.77	1,799,916.28
Fund 266 - LAW ENFORCEMENT FUND:								
TOTAL REVENUES		2,714,199.00	2,793,317.30	2,798,678.70	18,466.89	(5,361.40)	100.19	2,591,861.08
TOTAL EXPENDITURES		2,714,199.00	2,793,317.30	1,948,864.26	272,453.48	844,453.04	69.77	1,799,916.28
NET OF REVENUES & EXPENDITURES		0.00	0.00	849,814.44	(253,986.59)	(849,814.44)	100.00	791,944.80

COMPARATIVE BALANCE SHEET FOR SUPERIOR TOWNSHIP  
 PREPARED BY: NANCY MASON, ACCOUNTING  
 PRE-AUDIT  
 Fund 464 AMERICAN RESCUE PLAN ACT (ARPA)

GL Number	Description	PERIOD ENDED 12/31/2023	PERIOD ENDED 12/31/2024
<b>*** Assets ***</b>			
Cash			
464-000-001.001	HUNT 4758 CHK - OPERATING	330,127.49	283,498.60
464-000-003.002	HUNTINGTON 9243- CD	1,000,000.00	601,295.48
	Cash	<u>1,330,127.49</u>	<u>884,794.08</u>
Accounts Receivable			
	Accounts Receivable	<u>0.00</u>	<u>0.00</u>
Due From Other Funds			
	Due From Other Funds	<u>0.00</u>	<u>0.00</u>
	<b>Total Assets</b>	<b><u>1,330,127.49</u></b>	<b><u>884,794.08</u></b>
<b>*** Liabilities ***</b>			
Accounts Payable			
464-000-202.000	A/P - VENDORS	0.00	40,000.00
	Accounts Payable	<u>0.00</u>	<u>40,000.00</u>
Liabilities-LT (over 1 year)			
464-000-339.000	DEFERRED REVENUE	1,321,703.02	874,026.87
	Liabilities-LT (over 1 year)	<u>1,321,703.02</u>	<u>874,026.87</u>
Due To Other Funds			
	Due To Other Funds	<u>0.00</u>	<u>0.00</u>
	<b>Total Liabilities</b>	<b><u>1,321,703.02</u></b>	<b><u>914,026.87</u></b>
<b>*** Fund Balance ***</b>			
Unassigned			
464-000-390.000	FUND BALANCE - UNDESIGNATED	1,452.32	8,424.47
	Unassigned	<u>1,452.32</u>	<u>8,424.47</u>
Assigned			
	Assigned	<u>0.00</u>	<u>0.00</u>
	<b>Total Fund Balance</b>	<b><u>1,452.32</u></b>	<b><u>8,424.47</u></b>
	<b>Beginning Fund Balance</b>	<b>1,452.32</b>	<b>8,424.47</b>
	<b>Net of Revenues VS Expenditures</b>	<b>6,972.15</b>	<b>(37,657.26)</b>
	<b>Ending Fund Balance</b>	<b>8,424.47</b>	<b>(29,232.79)</b>
	<b>Total Liabilities And Fund Balance</b>	<b>1,330,127.49</b>	<b>884,794.08</b>

PERIOD ENDING 12/31/2024

PRE-AUDIT

GL NUMBER	DESCRIPTION	2024		YTD BALANCE 12/31/2024	ACTIVITY FOR MONTH 12/31/24	AVAILABLE BALANCE	% BDGT USED	YTD BALANCE 12/31/2023
		ORIGINAL BUDGET	2024 AMENDED BUDGET					
Fund 464 - AMERICAN RESCUE PLAN ACT (ARPA)								
Revenues								
Dept 000 - REVENUE								
464-000-528.000	OTHER FEDERAL GRANTS	522,050.00	522,050.00	447,676.15	0.00	74,373.85	85.75	169,934.50
464-000-664.000	INTEREST/DIVIDENDS	4,000.00	43,800.00	55,486.95	11,886.04	(11,686.95)	126.68	7,327.15
464-000-699.999	APPROPRIATION FROM FUND BALAN	0.00	12,350.00	0.00	0.00	12,350.00	0.00	0.00
Total Dept 000 - REVENUE		526,050.00	578,200.00	503,163.10	11,886.04	75,036.90	87.02	177,261.65
TOTAL REVENUES		526,050.00	578,200.00	503,163.10	11,886.04	75,036.90	87.02	177,261.65
Expenditures								
Dept 523 - ADMINISTRATION								
464-523-826.000	BANK FEES & CHARGES	50.00	550.00	567.00	45.00	(17.00)	103.09	55.00
464-523-971.001	FIREMAN'S PARK	408,000.00	357,450.00	317,519.50	0.00	39,930.50	88.83	30,465.50
464-523-971.002	YOUTH ARTS ALLIANCE	34,000.00	34,000.00	0.00	0.00	34,000.00	0.00	79,700.00
464-523-971.003	WISD	50,000.00	50,000.00	50,000.00	0.00	0.00	100.00	0.00
464-523-971.004	MIGHTY OAKS - CLR ACADEMY	34,000.00	27,000.00	27,000.00	0.00	0.00	100.00	59,500.00
464-523-971.005	WILLOW RUN ACRES	0.00	33,700.00	30,233.86	3,557.05	3,466.14	89.71	569.00
464-523-971.007	CHRISTIAN LOVE FELLOWSHIP	0.00	40,000.00	80,000.00	40,000.00	(40,000.00)	200.00	0.00
464-523-971.008	SURVIVORS SPEAK	0.00	10,500.00	10,500.00	0.00	0.00	100.00	0.00
464-523-971.009	SUPERIOR TOWNSHIP PARK FUND	0.00	25,000.00	25,000.00	0.00	0.00	100.00	0.00
Total Dept 523 - ADMINISTRATION		526,050.00	578,200.00	540,820.36	43,602.05	37,379.64	93.54	170,289.50
TOTAL EXPENDITURES		526,050.00	578,200.00	540,820.36	43,602.05	37,379.64	93.54	170,289.50
Fund 464 - AMERICAN RESCUE PLAN ACT (ARPA):								
TOTAL REVENUES		526,050.00	578,200.00	503,163.10	11,886.04	75,036.90	87.02	177,261.65
TOTAL EXPENDITURES		526,050.00	578,200.00	540,820.36	43,602.05	37,379.64	93.54	170,289.50
NET OF REVENUES & EXPENDITURES		0.00	0.00	(37,657.26)	(31,716.01)	37,657.26	100.00	6,972.15

GL Number	Description	PERIOD ENDED 12/31/2023	PERIOD ENDED 12/31/2024
*** Assets ***			
Cash			
508-000-001.001	CHASE 5503 - DAILY OPERATING CHECKING	105,230.15	343,225.66
508-000-003.001	90 DAY CD - CHASE	48,515.55	0.00
508-000-017.001	CHASE 5503 - GOVERNMENT T-BILLS	67,952.55	66,878.15
508-000-017.002	COMERICA - GOVERNMENT T-BILLS	403,467.18	170,573.41
Cash		<u>625,165.43</u>	<u>580,677.22</u>
Accounts Receivable			
Accounts Receivable		<u>0.00</u>	<u>0.00</u>
Other Assets			
508-000-123.000	PRE-PAID EXPENSES MISC.	0.00	495.00
508-000-123.050	PREPAID INSURANCE	10,741.93	10,776.82
508-000-123.085	PREPAID PAYROLL EXPENSES	0.00	15,412.04
508-000-126.000	UNREALIZED GAINS/LOSSES	21,377.67	31,853.77
Other Assets		<u>32,119.60</u>	<u>58,537.63</u>
Due From Other Funds			
Due From Other Funds		<u>0.00</u>	<u>0.00</u>
<b>Total Assets</b>		<b><u>657,285.03</u></b>	<b><u>639,214.85</u></b>
*** Liabilities ***			
Accounts Payable			
508-000-202.000	A/P - VENDORS	11,264.02	1,011.81
Accounts Payable		<u>11,264.02</u>	<u>1,011.81</u>
Liabilities-ST			
508-000-257.000	ACCURED WAGES PAYABLE	7,881.00	7,881.00
508-000-260.000	ACCRUED PTO	325.00	325.00
Liabilities-ST		<u>8,206.00</u>	<u>8,206.00</u>
Liabilities-LT (under 1 year)			
Liabilities-LT (under 1 year)		<u>0.00</u>	<u>0.00</u>
Other Liabilities			
Other Liabilities		<u>0.00</u>	<u>0.00</u>
Due To Other Funds			
508-000-214.101	DUE TO GENERAL FUND	15.99	15.99
508-000-214.206	DUE TO FIRE	0.00	512.00
508-000-214.592	DUE TO UTILITY FUND	52.88	49.93
508-000-214.704	DUE TO PAYROLL FUND	1,881.68	2,373.92
Due To Other Funds		<u>1,950.55</u>	<u>2,951.84</u>
<b>Total Liabilities</b>		<b><u>21,420.57</u></b>	<b><u>12,169.65</u></b>
*** Fund Balance ***			
Unassigned			
508-000-390.000	FUND BALANCE - UNDESIGNATED	176,196.16	38,330.89
Unassigned		<u>176,196.16</u>	<u>38,330.89</u>

User: NANCY  
 DB: Superior Twp

PREPARED BY: NANCY MASON, ACCOUNTING

PRE-AUDIT

Fund 508 PARKS & RECREATION

GL Number	Description	PERIOD ENDED 12/31/2023	PERIOD ENDED 12/31/2024
*** Fund Balance ***			
Assigned			
508-000-385.000	FUND BALANCE - BUILDING RESERVE	401,730.53	401,730.53
508-000-385.001	FUND BALANCE - ACCRUED ABSENCES	19,556.88	19,556.88
508-000-385.002	FUND BALANCE - SCHROETER	2,550.00	50.00
508-000-385.003	PARKS & PRESERVES IMPROVEMENT FUND	0.00	80,000.00
508-000-385.006	VEHICLE & LARGE EQUIPMENT REPLACEMENT	0.00	60,000.00
508-000-385.007	PROGRAM DEVELOPMENT FUND	0.00	20,000.00
508-000-385.008	EMERGENCY REPAIRS	0.00	16,196.16
Assigned		423,837.41	597,533.57
Restricted			
Restricted		0.00	0.00
<b>Total Fund Balance</b>		<b>600,033.57</b>	<b>635,864.46</b>
<b>Beginning Fund Balance</b>		<b>600,033.57</b>	<b>635,864.46</b>
<b>Net of Revenues VS Expenditures</b>		<b>35,830.89</b>	<b>(8,819.26)</b>
<b>Ending Fund Balance</b>		<b>635,864.46</b>	<b>627,045.20</b>
<b>Total Liabilities And Fund Balance</b>		<b>657,285.03</b>	<b>639,214.85</b>

PERIOD ENDING 12/31/2024

PRE-AUDIT

GL NUMBER	DESCRIPTION	2024		YTD BALANCE 12/31/2024	ACTIVITY FOR MONTH 12/31/24	AVAILABLE BALANCE	% BDGT USED	YTD BALANCE 12/31/2023
		ORIGINAL BUDGET	2024 AMENDED BUDGET					
Fund 508 - PARKS & RECREATION								
Revenues								
Dept 000 - REVENUE								
508-000-540.000	GRANTS	0.00	0.00	0.00	0.00	0.00	0.00	470.08
508-000-664.000	INTEREST/DIVIDENDS	4,000.00	10,500.00	8,732.02	0.00	1,767.98	83.16	3,957.88
508-000-669.000	INVESTMENT EARNINGS	15,000.00	9,400.00	11,212.03	1,168.52	(1,812.03)	119.28	20,466.17
508-000-674.000	DONATIONS	1,200.00	5,400.00	6,185.33	700.00	(785.33)	114.54	1,505.00
508-000-674.001	ARPA DONATION	0.00	25,000.00	25,000.00	25,000.00	0.00	100.00	0.00
508-000-687.000	INSURANCE REIMBURSEMENTS INCO	0.00	0.00	0.00	0.00	0.00	0.00	64.45
508-000-691.101	GENERAL FUND CONTRIBUTION	397,601.00	397,601.00	397,601.00	33,133.42	0.00	100.00	382,309.04
508-000-692.101	RES #2021-20 ADD'L \$ FROM GEN	21,602.00	21,602.00	21,602.00	5,400.50	0.00	100.00	18,975.00
508-000-699.999	APPROPRIATION FROM FUND BALAN	5,000.00	23,836.00	0.00	0.00	23,836.00	0.00	0.00
Total Dept 000 - REVENUE		444,403.00	493,339.00	470,332.38	65,402.44	23,006.62	95.34	427,747.62
TOTAL REVENUES		444,403.00	493,339.00	470,332.38	65,402.44	23,006.62	95.34	427,747.62
Expenditures								
Dept 751 - PARK & REC. ADMINISTRATION								
508-751-728.000	POSTAGE	100.00	0.00	0.00	0.00	0.00	0.00	0.00
508-751-930.000	REPAIR & MAINTENANCE	500.00	0.00	0.00	0.00	0.00	0.00	0.00
508-751-999.000	MISCELLANEOUS EXPENSE	200.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 751 - PARK & REC. ADMINISTRATION		800.00	0.00	0.00	0.00	0.00	0.00	0.00
Dept 752 - PARK & REC ADMINISTRATION								
508-752-703.000	SALARIES	87,845.00	87,845.00	87,844.90	6,757.30	0.10	100.00	66,145.60
508-752-703.001	COMMISSION STIPENDS	20,053.00	21,598.00	19,814.86	1,341.18	1,783.14	91.74	17,047.40
508-752-703.002	CONTROLLER SALARY	0.00	0.00	0.00	0.00	0.00	0.00	11,800.30
508-752-709.000	FICA	21,397.00	21,408.00	21,130.83	1,448.85	277.17	98.71	19,363.48
508-752-715.000	PENSION	27,300.00	27,300.00	26,058.10	2,073.92	1,241.90	95.45	24,200.81
508-752-725.000	TAXABLE BENEFITS	16,344.00	18,303.00	18,703.09	676.10	(400.09)	102.19	15,405.89
508-752-725.001	HCSP	3,600.00	3,600.00	3,600.00	300.00	0.00	100.00	3,600.00
508-752-752.000	OPERATING SUPPLIES	1,000.00	1,000.00	724.88	66.57	275.12	72.49	581.43
508-752-804.000	PROFESSIONAL SERVICES - AUDIT	1,200.00	1,200.00	1,050.00	0.00	150.00	87.50	1,050.00
508-752-806.000	PROFESSIONAL SERVICES - OTHER	3,500.00	3,500.00	717.00	59.75	2,783.00	20.49	2,071.50
508-752-826.000	BANK FEES & CHARGES	300.00	300.00	26.96	0.00	273.04	8.99	61.21
508-752-840.002	DENTAL INSURANCE	728.00	685.00	627.66	0.00	57.34	91.63	662.16
508-752-840.003	VISION INSURANCE	208.00	189.00	173.03	0.00	15.97	91.55	188.76
508-752-840.004	LIFE INSURANCE	150.00	136.00	124.85	0.00	11.15	91.80	136.20
508-752-850.000	TELECOMMUNICATIONS	700.00	700.00	598.77	49.93	101.23	85.54	927.64
508-752-851.000	POSTAGE	0.00	100.00	0.00	0.00	100.00	0.00	0.00
508-752-860.000	TRANSPORTATION	1,800.00	1,800.00	812.04	42.88	987.96	45.11	1,523.55
508-752-900.000	PRINTING & PUBLISHING	500.00	500.00	0.00	0.00	500.00	0.00	410.00
508-752-910.000	TRAINING	1,400.00	1,400.00	215.00	0.00	1,185.00	15.36	1,685.50
508-752-915.000	MEMBERSHIPS & DUES	650.00	650.00	655.00	0.00	(5.00)	100.77	500.00
508-752-930.000	REPAIR & MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0.00	467.41
508-752-934.000	REPAIR & MAINTENANCE	0.00	500.00	0.00	0.00	500.00	0.00	0.00
508-752-935.000	INSURANCE & BONDS	11,025.00	13,125.00	13,122.44	1,612.14	2.56	99.98	10,024.22
508-752-940.000	OFFICE RENT	7,000.00	7,000.00	7,000.00	0.00	0.00	100.00	6,000.00
508-752-955.000	MISC. EXPENSE	0.00	200.00	0.00	0.00	200.00	0.00	0.00
508-752-986.000	EQUIPMENT UNDER \$5,000	1,000.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 752 - PARK & REC ADMINISTRATION		207,700.00	213,039.00	202,999.41	14,428.62	10,039.59	95.29	183,853.06



User: NANCY  
DB: Superior Twp

PERIOD ENDING 12/31/2024

PRE-AUDIT

GL NUMBER	DESCRIPTION	2024		YTD BALANCE 12/31/2024	ACTIVITY FOR MONTH 12/31/24	AVAILABLE BALANCE	% BDGT USED	YTD BALANCE 12/31/2023
		ORIGINAL BUDGET	2024 AMENDED BUDGET					
Fund 508 - PARKS & RECREATION								
Expenditures								
Dept 754 - RECREATION								
508-754-717.000	TAXABLE BENEFITS	200.00	0.00	0.00	0.00	0.00	0.00	0.00
508-754-860.000	TRANSPORTATION	100.00	0.00	0.00	0.00	0.00	0.00	0.00
508-754-930.000	REPAIR & MAINTENANCE	500.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 754 - RECREATION		800.00	0.00	0.00	0.00	0.00	0.00	0.00
Dept 755 - PARK MAINTENANCE								
508-755-740.003	HERBICIDE (NON-SELECTIVE)	500.00	0.00	0.00	0.00	0.00	0.00	0.00
508-755-860.000	TRANSPORTATION	100.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 755 - PARK MAINTENANCE		600.00	0.00	0.00	0.00	0.00	0.00	0.00
Dept 756 - RECREATION								
508-756-703.000	SALARIES	14,177.00	9,177.00	8,493.86	2,596.33	683.14	92.56	15,433.17
508-756-725.000	TAXABLE BENEFITS	0.00	200.00	0.00	0.00	200.00	0.00	0.00
508-756-740.004	SAND-GRAVEL-BARK-SOIL	8,000.00	0.00	0.00	0.00	0.00	0.00	0.00
508-756-752.000	OPERATING SUPPLIES	4,200.00	2,200.00	3,172.46	873.41	(972.46)	144.20	3,761.98
508-756-806.000	PROFESSIONAL SERVICES - OTHER	8,000.00	7,000.00	6,989.62	1,264.56	10.38	99.85	4,571.23
508-756-860.000	TRANSPORTATION	0.00	100.00	0.00	0.00	100.00	0.00	0.00
508-756-934.000	REPAIR & MAINTENANCE	0.00	500.00	0.00	0.00	500.00	0.00	0.00
508-756-955.000	SIGNAGE	2,000.00	2,000.00	1,228.60	0.00	771.40	61.43	1,259.75
Total Dept 756 - RECREATION		36,377.00	21,177.00	19,884.54	4,734.30	1,292.46	93.90	25,026.13
Dept 770 - PARK MAINTENANCE								
508-770-703.000	SALARIES	141,711.00	141,711.00	141,216.92	7,770.88	494.08	99.65	137,040.79
508-770-725.000	TAXABLE BENEFITS	1,803.00	2,803.00	2,781.63	0.00	21.37	99.24	984.73
508-770-740.003	HERBICIDE (NON-SELECTIVE)	0.00	500.00	0.00	0.00	500.00	0.00	0.00
508-770-752.000	OPERATING SUPPLIES	5,775.00	5,775.00	6,538.17	321.06	(763.17)	113.22	4,386.38
508-770-754.000	FUEL-LUBRICANTS	6,825.00	6,825.00	5,932.18	262.42	892.82	86.92	6,167.00
508-770-767.000	UNIFORMS	800.00	800.00	855.30	364.98	(55.30)	106.91	445.56
508-770-805.000	CONTROLLED BURNS	5,800.00	0.00	0.00	0.00	0.00	0.00	4,500.00
508-770-806.000	PROFESSIONAL SERVICES - OTHER	2,500.00	7,500.00	7,126.37	43.76	373.63	95.02	1,825.24
508-770-850.000	TELECOMMUNICATIONS	1,800.00	600.00	586.04	40.36	13.96	97.67	204.48
508-770-860.000	TRANSPORTATION	0.00	100.00	0.00	0.00	100.00	0.00	0.00
508-770-910.000	TRAINING	700.00	700.00	645.00	0.00	55.00	92.14	625.00
508-770-920.000	UTILITIES	500.00	500.00	557.19	20.23	(57.19)	111.44	466.26
508-770-934.000	REPAIR & MAINTENANCE	13,112.00	19,112.00	18,759.32	424.76	352.68	98.15	21,252.63
508-770-934.001	SAND-GRAVEL-BARK-SOIL	5,500.00	4,000.00	3,953.00	0.00	47.00	98.83	30.00
508-770-955.000	SIGNAGE	800.00	800.00	0.00	0.00	800.00	0.00	0.00
508-770-985.000	EQUIPMENT OVER \$5,000	0.00	54,197.00	54,178.98	0.00	18.02	99.97	0.00
508-770-986.000	EQUIPMENT UNDER \$5,000	4,500.00	2,600.00	2,596.49	0.00	3.51	99.87	5,109.47
Total Dept 770 - PARK MAINTENANCE		192,126.00	248,523.00	245,726.59	9,248.45	2,796.41	98.87	183,037.54
Dept 771 - PARK DEVELOPMENT/IMPROVEMENT								
508-771-752.000	OPERATING SUPPLIES	0.00	5,300.00	5,281.54	0.00	18.46	99.65	0.00
508-771-951.000	PROJECTS	6,000.00	5,300.00	5,259.56	0.00	40.44	99.24	0.00



PERIOD ENDING 12/31/2024

PRE-AUDIT

GL NUMBER	DESCRIPTION	2024		YTD BALANCE 12/31/2024	ACTIVITY FOR MONTH 12/31/24	AVAILABLE BALANCE	% BDGT USED	YTD BALANCE 12/31/2023
		ORIGINAL BUDGET	2024 AMENDED BUDGET					
Fund 508 - PARKS & RECREATION								
Expenditures								
	Total Dept 771 - PARK DEVELOPMENT/IMPROVEMENT	6,000.00	10,600.00	10,541.10	0.00	58.90	99.44	0.00
TOTAL EXPENDITURES		<u>444,403.00</u>	<u>493,339.00</u>	<u>479,151.64</u>	<u>28,411.37</u>	<u>14,187.36</u>	<u>97.12</u>	<u>391,916.73</u>
Fund 508 - PARKS & RECREATION:								
TOTAL REVENUES		444,403.00	493,339.00	470,332.38	65,402.44	23,006.62	95.34	427,747.62
TOTAL EXPENDITURES		<u>444,403.00</u>	<u>493,339.00</u>	<u>479,151.64</u>	<u>28,411.37</u>	<u>14,187.36</u>	<u>97.12</u>	<u>391,916.73</u>
NET OF REVENUES & EXPENDITURES		0.00	0.00	(8,819.26)	36,991.07	8,819.26	100.00	35,830.89

GL Number	Description	PERIOD ENDED 12/31/2023	PERIOD ENDED 12/31/2024
*** Assets ***			
Cash			
701-000-001.001	CHASE 1161 - DAILY OPERATING CHECKING	426,643.51	0.00
701-000-001.002	DAILY CHECKING - CHASE	0.00	816,399.42
	Cash	<u>426,643.51</u>	<u>816,399.42</u>
Accounts Receivable			
	Accounts Receivable	<u>0.00</u>	<u>0.00</u>
Other Assets			
	Other Assets	<u>0.00</u>	<u>0.00</u>
Due From Other Funds			
701-000-084.703	DUE FROM TAX FUND	0.03	0.00
	Due From Other Funds	<u>0.03</u>	<u>0.00</u>
	<b>Total Assets</b>	<b><u>426,643.54</u></b>	<b><u>816,399.42</u></b>
*** Liabilities ***			
Accounts Payable			
	Accounts Payable	<u>0.00</u>	<u>0.00</u>
Liabilities-ST			
701-000-237.000	DUE TO OTHERS	0.00	2,510.00
701-000-283.035	DELINQUENT PERSONAL/MANUF PROP TAX	20,153.13	39,392.46
	Liabilities-ST	<u>20,153.13</u>	<u>41,902.46</u>
Other Liabilities			
701-000-283.001	9220 FORD ROAD WETLAND ESCROW	675.00	675.00
701-000-283.002	CONSTRUCTION BONDS	8,000.00	8,000.00
701-000-283.003	DG RES.-WOODSIDE VILLAGE SURETY BOND	40,000.00	40,000.00
701-000-283.004	WOODSIDE VILLAGE	5,460.00	2,078.50
701-000-283.007	TEMPORARY OCCUPANCY	2,160.00	7,660.00
701-000-283.008	HYUNDAI SITE EXPANSION	39,626.00	24,571.50
701-000-283.010	SELECTIVE GROUP 2003 UNCLAIMED BOND	42,000.00	42,000.00
701-000-283.011	GLEN OAKS COOPERATIVE OFFICE ADDITION	(148.00)	0.00
701-000-283.012	HAWTHORNE MILL AREA PLAN	155.00	(5.00)
701-000-283.013	ARBOR HILLS ANIMAL CLINIC CUP	3,859.50	3,269.50
701-000-283.014	YPSI DISTRICT LIBRARY SUPERIOR BRANCH	2,189.00	1,619.00
701-000-283.015	PROSPECT PT WEST SITE PLAN PH1	53,172.00	(1,287.25)
701-000-283.016	PROSPECT POINTE WEST ENGINEERING	5,352.50	0.00
701-000-283.018	HSV SHED ADDITION	1,363.75	1,363.75
701-000-283.019	KINSLEY DEVELOPMENT	13,686.27	38,833.77
701-000-283.020	DIXBORO HOUSE RESTAURANT	1,578.00	1,578.00
701-000-283.021	CR DEVCO - PROSPECT & BERKSHIRE	7.50	7.50
701-000-283.022	HYUNDAI PARKING LOT 2021	7,605.00	7,605.00
701-000-283.023	BROMLEY PARK CONDOS	1,122.50	1,122.50
701-000-283.024	THE MEADOWS	26,827.25	18,492.75
701-000-283.025	AUTUMN WOODS ESCROW	1,788.92	1,788.92
701-000-283.026	HUMANE SOCIETY PARKING LOT	3,919.00	3,919.00
701-000-283.027	DG RES.(MCTAVISH) BROOKSIDE 3 TREE BOND	10,000.00	10,000.00
701-000-283.028	DG RES.(MCTAVISH) BROOKSIDE 3 UTIL. BOND	34,630.00	34,630.00
701-000-283.029	SJM THE FARM AT ST JOES	(1,860.75)	0.00
701-000-283.031	TAX COLLECTION 2020	2,020.72	2,020.72
701-000-283.032	CLOVER GROUP	80.00	80.00
701-000-283.036	GARRETT'S SPACE	5,000.00	9,230.00
701-000-283.038	ARBOR HILLS PERFORMANCE BOND	15,000.00	15,000.00
701-000-283.039	5288 GEDDES RD WATER MAIN	2.50	(298.75)
701-000-283.040	TEMPORARY BOND SIGNS	500.00	0.00
701-000-283.041	BROOKWOOD	(3,226.50)	78,079.00
701-000-283.044	HURON DENTAL	44,290.25	21,653.25

GL Number	Description	PERIOD ENDED 12/31/2023	PERIOD ENDED 12/31/2024
*** Liabilities ***			
701-000-283.045	PLYMOUTH & NAPIER REZONING	440.00	440.00
701-000-283.046	PPW PH 1 UTILITY REPAIR BOND	39,215.00	341,715.00
701-000-283.047	PROSPECT PTE WEST PH 2	0.00	31,596.00
701-000-283.049	PPW PH 2 UTILITY REPAIR BOND	0.00	23,600.00
701-000-283.050	MAJESTIC OAKS - 2024	0.00	(135.00)
	Other Liabilities	<u>406,490.41</u>	<u>770,902.66</u>
Due To Other Funds			
701-000-214.101	DUE TO GENERAL FUND	0.00	402.00
701-000-214.249	DUE TO BUILDING	0.00	80.00
	Due To Other Funds	<u>0.00</u>	<u>482.00</u>
	<b>Total Liabilities</b>	<b><u>426,643.54</u></b>	<b><u>813,287.12</u></b>
*** Fund Balance ***			
Unassigned			
	Unassigned	<u>0.00</u>	<u>0.00</u>
	<b>Total Fund Balance</b>	<b><u>0.00</u></b>	<b><u>0.00</u></b>
	<b>Beginning Fund Balance</b>	<b>0.00</b>	<b>0.00</b>
	<b>Net of Revenues VS Expenditures</b>	<b>0.00</b>	<b>3,112.30</b>
	<b>Ending Fund Balance</b>	<b>0.00</b>	<b>3,112.30</b>
	<b>Total Liabilities And Fund Balance</b>	<b>426,643.54</b>	<b>816,399.42</b>

PERIOD ENDING 12/31/2024

PRE-AUDIT

GL NUMBER	DESCRIPTION	2024		YTD BALANCE 12/31/2024	ACTIVITY FOR MONTH 12/31/24	AVAILABLE BALANCE	% BDGT USED	YTD BALANCE 12/31/2023
		ORIGINAL BUDGET	2024 AMENDED BUDGET					
Fund 701 - TRUST AND AGENCY								
Revenues								
Dept 000 - REVENUE								
701-000-665.000	INTEREST/DIVIDENS	0.00	0.00	3,112.30	0.00	(3,112.30)	100.00	0.00
Total Dept 000 - REVENUE		0.00	0.00	3,112.30	0.00	(3,112.30)	100.00	0.00
TOTAL REVENUES		0.00	0.00	3,112.30	0.00	(3,112.30)	100.00	0.00
Fund 701 - TRUST AND AGENCY:								
TOTAL REVENUES		0.00	0.00	3,112.30	0.00	(3,112.30)	100.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	3,112.30	0.00	(3,112.30)	100.00	0.00
TOTAL REVENUES - ALL FUNDS		10,757,325.00	12,943,157.30	11,033,722.59	759,054.61	1,909,434.71	85.25	9,745,877.68
TOTAL EXPENDITURES - ALL FUNDS		10,757,325.00	12,943,157.30	11,847,966.67	844,210.48	1,095,190.63	91.54	9,287,401.78
NET OF REVENUES & EXPENDITURES		0.00	0.00	(814,244.08)	(85,155.87)	814,244.08	100.00	458,475.90

GL Number	Description	PERIOD ENDED 12/31/2023	PERIOD ENDED 12/31/2024
<b>*** Assets ***</b>			
Cash			
704-000-007.000	HUNT 9485 CHECKING	24,457.21	66,106.82
	Cash	<u>24,457.21</u>	<u>66,106.82</u>
Accounts Receivable			
	Accounts Receivable	<u>0.00</u>	<u>0.00</u>
Other Assets			
704-000-123.085	PREPAID PAYROLL EXPENSES	0.00	327,581.08
	Other Assets	<u>0.00</u>	<u>327,581.08</u>
Due From Other Funds			
704-000-085.101	DUE FROM GENERAL FUND	13,294.98	13,056.63
704-000-085.206	DUE FROM FIRE FUND	27,840.37	25,365.27
704-000-085.249	DUE FROM BUILDING FUND	3,024.49	2,506.26
704-000-085.508	DUE FROM PARK FUND	1,881.68	2,373.92
704-000-085.592	DUE FROM UTIL	9,430.60	9,698.21
	Due From Other Funds	<u>55,472.12</u>	<u>53,000.29</u>
	<b>Total Assets</b>	<b><u>79,929.33</u></b>	<b><u>446,688.19</u></b>
<b>*** Liabilities ***</b>			
Accounts Payable			
704-000-259.003	DUE TO HCSP NON-UNION - EMPLOYEE	3,336.36	3,530.11
704-000-259.004	DUE TO HCSP FIRE UNION - EMPLOYEE	2,293.08	1,451.55
704-000-259.005	DUE TO HCSP-NON-UNION-EMPLOYER	6,000.00	3,024.00
704-000-259.006	DUE TO HCSP - UNION - EMPLOYER	3,600.00	2,975.00
704-000-262.000	DUE TO JOHN HANCOCK-EMPLOYEE	1,109.99	1,256.97
704-000-262.001	DUE TO JOHN HANCOCK-EMPLOYER	2,219.98	2,513.94
704-000-262.002	DUE TO MERS #1 FIRE MERS-EMPLOYEE	6,420.43	5,777.91
704-000-262.003	DUE TO MERS#1 FIRE -EMPLOYER	23,359.69	21,474.39
704-000-262.004	DUE TO MERS#2-EMPLOYEE	6,260.70	6,195.01
704-000-262.005	DUE TO MERS#2-EMPLOYER	20,292.45	20,036.96
	Accounts Payable	<u>74,892.68</u>	<u>68,235.84</u>
Liabilities-ST			
704-000-237.000	DUE TO OTHERS	0.00	370,538.56
	Liabilities-ST	<u>0.00</u>	<u>370,538.56</u>
Due To Other Funds			
704-000-214.101	DUE TO GENERAL FUND	5,029.09	7,913.79
704-000-214.206	DUE TO FIRE FUND	7.56	0.00
	Due To Other Funds	<u>5,036.65</u>	<u>7,913.79</u>
	<b>Total Liabilities</b>	<b><u>79,929.33</u></b>	<b><u>446,688.19</u></b>
	<b>Beginning Fund Balance</b>	<b>0.00</b>	<b>0.00</b>
	<b>Net of Revenues VS Expenditures</b>	<b>0.00</b>	<b>0.00</b>
	<b>Ending Fund Balance</b>	<b>0.00</b>	<b>0.00</b>
	<b>Total Liabilities And Fund Balance</b>	<b><u>79,929.33</u></b>	<b><u>446,688.19</u></b>

10:58 AM  
02/11/25  
Accrual Basis

**Superior Township Utility Department**  
**Balance Sheet**  
PRE-AUDIT

	Dec 31, 24	Nov 30, 24	Dec 31, 23
<b>ASSETS</b>			
Current Assets			
Checking/Savings			
100 · CASH - O&M			
101 · Checking - Chase 205000485529	678,035.26	432,799.05	1,066,382.88
104 · O&M Petty Cash	100.00	100.00	100.00
Total 100 · CASH - O&M	678,135.26	432,899.05	1,066,482.88
120 · CASH - CAPITAL RESERVE			
125 · CR Chkg. - Chase 639918234	1,641,011.89	1,717,358.87	1,539,667.15
1251 · CR Checking-Huntington Bank4855	759,800.33	96,489.61	96,246.87
1252 · CD - Huntington - CR	1,025,006.10	1,663,333.33	1,600,000.00
Total 120 · CASH - CAPITAL RESERVE	3,425,818.32	3,477,181.81	3,235,914.02
140 · CASH - DEBT SERVICE RESERVE			
147 · T Bills - Huntington Bank-5151	490,409.34	488,552.59	466,269.34
Total 140 · CASH - DEBT SERVICE RESE...	490,409.34	488,552.59	466,269.34
Total Checking/Savings	4,594,362.92	4,398,633.45	4,768,666.24
Accounts Receivable			
160 · A/R - Due From Other Funds			
160-GF · Due From General Fund	74,820.35	12.54	20.04
160-PR · Due From Parks & Rec.	49.93	49.93	52.88
Total 160 · A/R - Due From Other Funds	74,870.28	62.47	72.92
161 · A/R - Other Customers	152,728.54	134,728.18	136,874.65
162 · A/R - Water/Sewer Bills (UB)	983,050.82	938,152.65	878,355.44
Total Accounts Receivable	1,210,649.64	1,072,943.30	1,015,303.01
Other Current Assets			
163 · Res. for Bad Debts			3,426.96
164 · Undeposited Funds	74,913.95	29,580.80	33,671.29
166 · Prepaid Expenses	82,634.92	15,075.79	72,579.73
170 · Inventory - Meters & Parts	64,863.68	45,678.66	38,602.39
Total Other Current Assets	222,412.55	90,335.25	148,280.37
Total Current Assets	6,027,425.11	5,561,912.00	5,932,249.62

## Superior Township Utility Department

## Balance Sheet

PRE-AUDIT

	Dec 31, 24	Nov 30, 24	Dec 31, 23
<b>Fixed Assets</b>			
174 · Buildings	3,434,386.74	3,434,386.74	3,434,386.74
175 · Acc. Dep. - Buildings	(1,961,403.10)	(1,952,355.43)	(1,852,831.06)
176 · Water & Sewer System	29,645,877.95	29,645,877.95	29,645,877.95
177 · Acc. Dep. - Water & Sewer Sys.	(11,165,097.11)	(11,117,115.94)	(10,577,367.49)
178 · Improvements & Equipment	294,591.76	294,591.76	294,591.76
179 · Acc. Dep - Imp. & Equipment	(148,208.19)	(147,306.61)	(137,389.23)
180 · Office Improvements	125,975.16	125,975.16	125,975.16
181 · Acc. Dep. - Office Improvements	(58,926.00)	(58,497.25)	(53,781.00)
182 · Office Furniture & Equipment	73,300.27	73,300.27	73,300.27
183 · Acc. Dep. - Off. Furn. & Equip.	(78,470.91)	(77,665.08)	(69,271.01)
184 · Vehicles	647,673.57	647,673.57	647,673.57
185 · Acc. Dep. - Vehicles	(566,955.74)	(563,802.36)	(529,206.48)
186 · Metering Program	45,919.87	45,919.87	45,919.87
187 · Acc. Dep. - Meter Program	(48,500.50)	(48,042.75)	(43,242.00)
188 · Land	210,462.50	210,462.50	210,462.50
190 · Const. in Progress	627,997.18	517,020.20	(60,891.05)
<b>Total Fixed Assets</b>	<b>21,078,623.45</b>	<b>21,030,422.60</b>	<b>21,154,208.50</b>
<b>TOTAL ASSETS</b>	<b>27,106,048.56</b>	<b>26,592,334.60</b>	<b>27,086,458.12</b>
<b>LIABILITIES &amp; EQUITY</b>			
<b>Liabilities</b>			
<b>Current Liabilities</b>			
<b>Accounts Payable</b>			
200 · A/P - Due To Other Funds			
200-FF · Due To Fire Fund	1,354.00		
200-GF · Due To General Fund	11,779.16		106.47
200-PF · Due To Payroll Fund	9,698.21		9,430.60
<b>Total 200 · A/P - Due To Other Funds</b>	<b>22,831.37</b>		<b>9,537.07</b>
205 · A/P - Vendors	191,923.93	(269,629.70)	677,447.05
<b>Total Accounts Payable</b>	<b>214,755.30</b>	<b>(269,629.70)</b>	<b>686,984.12</b>
<b>Other Current Liabilities</b>			
219 · Contracts Payable			
224 · Michigan Finance Authority Bond	2,649,319.00	2,649,319.00	2,789,319.00
<b>Total 219 · Contracts Payable</b>	<b>2,649,319.00</b>	<b>2,649,319.00</b>	<b>2,789,319.00</b>
225 · Accrued Vacation & Sick Pay	145,981.05	117,008.16	117,008.16
226 · Accrued Wages	34,217.89	31,622.00	31,622.00
228 · Accrued Interest Payable			11,312.00
<b>Total Other Current Liabilities</b>	<b>2,829,517.94</b>	<b>2,797,949.16</b>	<b>2,949,261.16</b>
<b>Total Current Liabilities</b>	<b>3,044,273.24</b>	<b>2,528,319.46</b>	<b>3,636,245.28</b>
<b>Total Liabilities</b>	<b>3,044,273.24</b>	<b>2,528,319.46</b>	<b>3,636,245.28</b>



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Superior Township Utility Department  
Balance Sheet  
PRE-AUDIT

02/11/25

Accrual Basis

	<u>Dec 31, 24</u>	<u>Nov 30, 24</u>	<u>Dec 31, 23</u>
Equity			
390 - Retained Earnings	23,450,212.84	23,450,212.84	22,295,865.11
Net Income	611,562.48	613,802.30	1,154,347.73
Total Equity	<u>24,061,775.32</u>	<u>24,064,015.14</u>	<u>23,450,212.84</u>
TOTAL LIABILITIES & EQUITY	<u><u>27,106,048.56</u></u>	<u><u>26,592,334.60</u></u>	<u><u>27,086,458.12</u></u>

SUPERIOR TOWNSHIP UTILITY DEPARTMENT  
 O&M PROFIT & LOSS - BUDGET TO ACTUAL  
 PRE-AUDIT

	JAN - DEC 24	BUDGET	\$ OVER BUDGET	% OF BUDGET
ORDINARY INCOME/EXPENSE				
INCOME				
400 · WATER & SEWER INCOME				
401 · WATER & SEWER SALES				
404 · WATER SALES	2,985,398.13	2,984,100.00	1,298.13	100.0%
405 · SEWER SALES	1,865,653.28	1,829,280.00	36,373.28	102.0%
TOTAL 401 · WATER & SEWER SALES	4,851,051.41	4,813,380.00	37,671.41	100.8%
407 · WATER SALES DURING CONSTRUCTI...	0.00	0.00	0.00	0.0%
408 · PENALTY INCOME	95,520.19	91,500.00	4,020.19	104.4%
TOTAL 400 · WATER & SEWER INCOME	4,946,571.60	4,904,880.00	41,691.60	100.9%
410 · METER SALES INCOME	19,360.88	22,000.00	(2,639.12)	88.0%
420 · MISCELLANEOUS INCOME				
421 · NEW CUST./INSTALL FEES	20,932.02	24,000.00	(3,067.98)	87.2%
423 · CUSTOMER CALL OUT INCOME	6,465.55	7,150.00	(684.45)	90.4%
424 · OFFICE RENT INCOME	7,000.00	7,000.00	0.00	100.0%
425 · OTHER MISCELLANEOUS INCOME	350.34	500.00	(149.66)	70.1%
428 · REIMBURSEMENTS FOR MTGS, ETC.	11,131.61			
429.002 · OTHER FUND LABOR REIMBUR...	215.28			
434 · DELINQUENT W/S FEE - TAX ROLL	8,880.00	8,880.00	0.00	100.0%
TOTAL 420 · MISCELLANEOUS INCOME	54,974.80	47,530.00	7,444.80	115.7%
440 · INTEREST INCOME				
441 · INTEREST ON BANK ACCOUNTS	13,502.14	15,000.00	(1,497.86)	90.0%
TOTAL 440 · INTEREST INCOME	13,502.14	15,000.00	(1,497.86)	90.0%
TOTAL INCOME	5,034,409.42	4,989,410.00	44,999.42	100.9%
GROSS PROFIT	5,034,409.42	4,989,410.00	44,999.42	100.9%
EXPENSE				
550 · WATER & SEWER PURCHASED				
555 · WATER PURCHASED	1,566,391.05	1,661,920.00	(95,528.95)	94.3%
560 · SEWER PURCHASED				
560-MO. · SEWER PURCHASED - MONTHLY	907,431.24	1,082,220.00	(174,788.76)	83.8%
560-TU · SEWER PURCHASED - TRUE UP	0.00			
TOTAL 560 · SEWER PURCHASED	907,431.24	1,082,220.00	(174,788.76)	83.8%
TOTAL 550 · WATER & SEWER PURCHASED	2,473,822.29	2,744,140.00	(270,317.71)	90.1%

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 02/11/25  
 ACCRUAL BASIS

SUPERIOR TOWNSHIP UTILITY DEPARTMENT  
 O&M PROFIT & LOSS - BUDGET TO ACTUAL  
 PRE-AUDIT

	JAN - DEC 24	BUDGET	\$ OVER BUDGET	% OF BUDGET
600 · PAYROLL EXPENSES				
601 · WAGES	751,693.78	780,887.00	(29,193.22)	96.3%
602 · OVERTIME PREMIUM	22,639.37	21,406.00	1,233.37	105.8%
603 · TAXABLE BENEFITS	129,486.21	78,395.00	51,091.21	165.2%
604 · ON CALL SALARIES	12,150.00	11,700.00	450.00	103.8%
605 · FICA/MEDICARE	66,389.55	63,678.00	2,711.55	104.3%
607 · EMPLOYEE INSURANCE				
607-A · HSA ADMINISTRATIVE FEES	157.25	150.00	7.25	104.8%
607-D · DENTAL INSURANCE PREMIUMS	9,683.64	9,749.00	(65.36)	99.3%
607-L · LIFE INSURANCE PREMIUMS	1,058.96	1,226.00	(167.04)	86.4%
607-M · MEDICAL INSURANCE PREMIUMS	152,378.66	150,465.00	1,913.66	101.3%
607-V · VISION INSURANCE PREMIUMS	2,204.62	2,238.00	(33.38)	98.5%
TOTAL 607 · EMPLOYEE INSURANCE	165,483.13	163,828.00	1,655.13	101.0%
609 · PENSION EXPENSE	110,534.33	110,527.00	7.33	100.0%
610 · MERS 2% HCSP	27,288.00	29,238.00	(1,950.00)	93.3%
TOTAL 600 · PAYROLL EXPENSES	1,285,664.37	1,259,659.00	26,005.37	102.1%
611 · BUILDING & EQUIPMENT EXPENSES				
611-AB · ADMINISTRATION BUILDING				
620-AB · REPAIRS & MAINTENANCE	27,834.59	27,000.00	834.59	103.1%
643-AB · COMPUTER SERVICES & SUPP...	31,592.70	27,000.00	4,592.70	117.0%
645-AB · OPERATING SUPPLIES	6,767.65	4,000.00	2,767.65	169.2%
665-AB · UTILITIES	8,469.04	8,000.00	469.04	105.9%
668-AB · TELECOMMUNICATIONS	13,722.63	16,000.00	(2,277.37)	85.8%
677-AB · LEASED EQUIPMENT	15,794.27	13,000.00	2,794.27	121.5%
678-AB · CLEANING SERVICES	4,168.00	5,700.00	(1,532.00)	73.1%
681-AB · ALARM SERVICE	764.02	552.00	212.02	138.4%
TOTAL 611-AB · ADMINISTRATION BUILDING	109,112.90	101,252.00	7,860.90	107.8%
611-LB · LIFT & BOOSTER STATIONS				
620-LB · REPAIRS & MAINTENANCE	25,357.40	18,000.00	7,357.40	140.9%
645-LB · OPERATING SUPPLIES	0.00	1,000.00	(1,000.00)	0.0%
665-LB · UTILITIES	26,646.22	25,000.00	1,646.22	106.6%
668-LB · TELECOMMUNICATIONS	4,103.11	3,200.00	903.11	128.2%
TOTAL 611-LB · LIFT & BOOSTER STATIONS	56,106.73	47,200.00	8,906.73	118.9%

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 02/11/25  
 ACCRUAL BASIS

SUPERIOR TOWNSHIP UTILITY DEPARTMENT  
 O&M PROFIT & LOSS - BUDGET TO ACTUAL  
 PRE-AUDIT

	JAN - DEC 24	BUDGET	\$ OVER BUDGET	% OF BUDGET
611-MF · MAINTENANCE FACILITY				
620-MF · REPAIRS & MAINTENANCE	57,254.27	58,000.00	(745.73)	98.7%
643-MF · COMPUTER SERVICES & SUPP...	18,321.08	23,000.00	(4,678.92)	79.7%
645-MF · OPERATING SUPPLIES	17,363.54	30,000.00	(12,636.46)	57.9%
665-MF · UTILITIES	16,463.43	20,000.00	(3,536.57)	82.3%
668-MF · TELECOMMUNICATIONS	17,907.41	12,000.00	5,907.41	149.2%
677-MF · LEASED EQUIPMENT	0.00	0.00	0.00	0.0%
678-MF · CLEANING SERVICES	4,168.00	5,700.00	(1,532.00)	73.1%
681-MF · ALARM SERVICE	1,268.01	1,212.00	56.01	104.6%
<b>TOTAL 611-MF · MAINTENANCE FACILITY</b>	<b>132,745.74</b>	<b>149,912.00</b>	<b>(17,166.26)</b>	<b>88.5%</b>
<b>TOTAL 611 · BUILDING &amp; EQUIPMENT EXPEN...</b>	<b>297,965.37</b>	<b>298,364.00</b>	<b>(398.63)</b>	<b>99.9%</b>
670 · OTHER EXPENSES				
618 · REPAIRS & MAINTENANCE - OTHER				
620 · R&M - SYSTEM	85,029.68	80,000.00	5,029.68	106.3%
625 · R&M - ROOT FOAMING	6,757.72	9,000.00	(2,242.28)	75.1%
<b>TOTAL 618 · REPAIRS &amp; MAINTENANCE - O...</b>	<b>91,787.40</b>	<b>89,000.00</b>	<b>2,787.40</b>	<b>103.1%</b>
630 · PROFESSIONAL SERVICES				
631 · PS - ENGINEERS (OHM)	11,074.50	9,000.00	2,074.50	123.1%
632 · PS - AUDITORS (PHP)	6,700.00	6,900.00	(200.00)	97.1%
635 · PS - ATTORNEYS	0.00	0.00	0.00	0.0%
636 · PS - OTHER	0.00	0.00	0.00	0.0%
<b>TOTAL 630 · PROFESSIONAL SERVICES</b>	<b>17,774.50</b>	<b>15,900.00</b>	<b>1,874.50</b>	<b>111.8%</b>
650 · EMPLOYEE RELATED EXPENSES				
651 · UNIFORMS	3,326.81	3,750.00	(423.19)	88.7%
652 · TRANSPORTATION & MILEAGE	9,237.99	11,000.00	(1,762.01)	84.0%
653 · EMPLOYEE TRAINING	11,640.59	10,000.00	1,640.59	116.4%
656 · MISC. EMPLOYEE EXPENSES	10.00	100.00	(90.00)	10.0%
<b>TOTAL 650 · EMPLOYEE RELATED EXPENS...</b>	<b>24,215.39</b>	<b>24,850.00</b>	<b>(634.61)</b>	<b>97.4%</b>
<b>TOTAL 670 · OTHER EXPENSES</b>	<b>133,777.29</b>	<b>129,750.00</b>	<b>4,027.29</b>	<b>103.1%</b>

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 ACCRUAL BASIS

SUPERIOR TOWNSHIP UTILITY DEPARTMENT  
 O&M PROFIT & LOSS - BUDGET TO ACTUAL  
 PRE-AUDIT

	JAN - DEC 24	BUDGET	\$ OVER BUDGET	% OF BUDGET
671-1 · TOTAL OTHER EXPENSES				
671 · METERS & SUPPLIES	51,622.96	90,000.00	(38,377.04)	57.4%
672 · FUEL	9,245.45	9,000.00	245.45	102.7%
673 · INSURANCE & BONDS	56,205.40	62,354.00	(6,148.60)	90.1%
676 · POSTAGE	19,586.00	23,000.00	(3,414.00)	85.2%
700 · BANK FEES	34.71	250.00	(215.29)	13.9%
701 · BAD DEBT EXPENSE	3,426.96			
709 · PRINTING & PUBLISHING	4,856.34	5,000.00	(143.66)	97.1%
711 · MEMBERSHIPS, DUES & LICENSES	19,148.39	20,000.00	(851.61)	95.7%
712 · MISCELLANEOUS EXPENSE	0.00	0.00	0.00	0.0%
TOTAL 671-1 · TOTAL OTHER EXPENSES	<u>164,126.21</u>	<u>209,604.00</u>	<u>(45,477.79)</u>	<u>78.3%</u>
TOTAL EXPENSE	<u>4,355,355.53</u>	<u>4,641,517.00</u>	<u>(286,161.47)</u>	<u>93.8%</u>
NET ORDINARY INCOME	679,053.89	347,893.00	331,160.89	195.2%
OTHER INCOME/EXPENSE				
OTHER EXPENSE				
850 · TRANSFERS OUT				
856 · TRANS. OUT TO CAPITAL RESERVE	<u>545,872.00</u>	<u>347,893.00</u>	<u>197,979.00</u>	<u>156.9%</u>
TOTAL 850 · TRANSFERS OUT	<u>545,872.00</u>	<u>347,893.00</u>	<u>197,979.00</u>	<u>156.9%</u>
TOTAL OTHER EXPENSE	<u>545,872.00</u>	<u>347,893.00</u>	<u>197,979.00</u>	<u>156.9%</u>
NET OTHER INCOME	<u>(545,872.00)</u>	<u>(347,893.00)</u>	<u>(197,979.00)</u>	<u>156.9%</u>
NET INCOME	<u><u>133,181.89</u></u>	<u><u>0.00</u></u>	<u><u>133,181.89</u></u>	<u><u>100.0%</u></u>

**Superior Township Utility Department**  
**O&M P&L by Month**  
**PRE-AUDIT**

	Jan 24	Feb 24	Mar 24	Apr 24	May 24	Jun 24	Jul 24	Aug 24	Sep 24	Oct 24	Nov 24	Dec 24	TOTAL
<b>Ordinary Income/Expense</b>													
<b>Income</b>													
400 - Water & Sewer Income													
401 - Water & Sewer Sales													
404 - Water Sales	216,483	215,044	205,523	204,302	225,968	277,405	297,055	318,639	348,049	244,355	234,701	207,895	2,985,398
405 - Sewer Sales	148,109	146,474	141,814	140,296	144,431	154,103	162,538	180,583	197,010	144,786	159,239	146,271	1,885,653
<b>Total 401 - Water &amp; Sewer Sales</b>	<b>364,572</b>	<b>361,518</b>	<b>347,338</b>	<b>344,598</b>	<b>370,397</b>	<b>431,508</b>	<b>449,593</b>	<b>499,222</b>	<b>545,059</b>	<b>389,142</b>	<b>393,940</b>	<b>354,165</b>	<b>4,851,051</b>
408 - Penalty Income	9,503	5,065	6,012	4,424	4,789	8,281	10,623	10,849	13,893	9,449	10,259	3,362	95,520
<b>Total 400 - Water &amp; Sewer Income</b>	<b>374,076</b>	<b>366,583</b>	<b>353,350</b>	<b>349,022</b>	<b>375,185</b>	<b>439,789</b>	<b>460,216</b>	<b>510,071</b>	<b>558,952</b>	<b>397,591</b>	<b>404,199</b>	<b>357,527</b>	<b>4,946,572</b>
410 - Meter Sales Income	350	350	1,750	7,300	5,550	(2,872)	2,450	1,740	1,050	1,750	(407)	350	19,361
420 - Miscellaneous Income													
421 - New Cust./Install Fees	820	835	5,241	2,250	2,155	945	1,905	6,135	(6,475)	4,681	1,350	1,090	20,932
423 - Customer Call Out Income			6,466										6,466
424 - Office Rent Income								7,000					7,000
425 - Other Miscellaneous Income												350	350
428 - Reimbursements for Mtgs, etc.										3,035	4,051	4,046	11,132
429.002 - Other Fund Labor Reimbursement	215												215
434 - Delinquent W/S Fee - Tax Roll						4,410				4,470			8,880
<b>Total 420 - Miscellaneous Income</b>	<b>1,035</b>	<b>835</b>	<b>11,707</b>	<b>2,250</b>	<b>2,155</b>	<b>5,355</b>	<b>1,905</b>	<b>13,135</b>	<b>(6,475)</b>	<b>12,166</b>	<b>5,401</b>	<b>5,486</b>	<b>54,975</b>
440 - Interest Income													
441 - Interest on Bank Accounts	1,826	1,486	1,627	1,690	1,935	1,868	1,481	894	697				13,502
<b>Total 440 - Interest Income</b>	<b>1,826</b>	<b>1,486</b>	<b>1,627</b>	<b>1,690</b>	<b>1,935</b>	<b>1,868</b>	<b>1,481</b>	<b>894</b>	<b>697</b>				<b>13,502</b>
<b>Total Income</b>	<b>377,287</b>	<b>369,254</b>	<b>368,433</b>	<b>360,262</b>	<b>384,825</b>	<b>444,150</b>	<b>466,052</b>	<b>525,839</b>	<b>554,224</b>	<b>411,527</b>	<b>409,193</b>	<b>363,364</b>	<b>5,034,409</b>
<b>Gross Profit</b>	<b>377,287</b>	<b>369,254</b>	<b>368,433</b>	<b>360,262</b>	<b>384,825</b>	<b>444,150</b>	<b>466,052</b>	<b>525,839</b>	<b>554,224</b>	<b>411,527</b>	<b>409,193</b>	<b>363,364</b>	<b>5,034,409</b>
<b>Expense</b>													
550 - Water & Sewer Purchased													
555 - Water Purchased	118,037	106,808	103,866	114,070	124,961	154,620	159,678	170,529	168,333	126,776	109,211	109,503	1,586,391
560 - Sewer Purchased													
560-Mo. - Sewer Purchased - Monthly	103,084	90,536	35,134	50,892	55,010	131,525	88,489	84,643	86,423	80,841	83,859	16,996	907,431
560-TU - Sewer Purchased - True Up													
<b>Total 560 - Sewer Purchased</b>	<b>103,084</b>	<b>90,536</b>	<b>35,134</b>	<b>50,892</b>	<b>55,010</b>	<b>131,525</b>	<b>88,489</b>	<b>84,643</b>	<b>86,423</b>	<b>80,841</b>	<b>83,859</b>	<b>16,996</b>	<b>907,431</b>
<b>Total 550 - Water &amp; Sewer Purchased</b>	<b>221,121</b>	<b>197,344</b>	<b>139,000</b>	<b>164,962</b>	<b>179,970</b>	<b>286,144</b>	<b>248,166</b>	<b>255,172</b>	<b>254,756</b>	<b>207,617</b>	<b>193,070</b>	<b>126,499</b>	<b>2,473,822</b>
600 - Payroll Expenses													
601 - Wages	79,421	53,849	54,670	55,023	53,351	54,294	79,271	54,318	53,119	50,493	49,145	114,739	751,694
602 - Overtime Premium	2,859	2,747	2,695	1,647	3,498	1,747	1,511	524	1,247	1,176	1,071	1,828	22,639
603 - Taxable Benefits	51,174	11,069	782	1,299	782	782	1,172	6,752	782	1,589	2,576	50,728	129,486
604 - On Call Salaries	1,350	900	900	900	900	900	1,350	900	900	900	900	1,350	12,150
605 - FICA/Medicare	10,176	5,146	4,419	4,406	4,360	4,317	6,226	4,683	4,190	4,052	4,033	10,362	66,390
607 - Employee Insurance													
607-A - HSA Administrative Fees	13	13	13	13	13	13	13	13	13	13	13	17	157
607-D - Dental Insurance Premiums	687	816	816	816	816	816	816	816	816	816	816	831	9,684
607-L - Life Insurance Premiums	79	79	102	91	91	91	91	91	91	91	91	72	1,059
607-M - Medical Insurance Premiums	10,738	12,417	14,000	12,789	12,789	12,789	12,789	12,789	12,789	12,789	12,789	12,914	152,379
607-V - Vision Insurance Premiums	159	186	186	186	186	186	186	186	186	186	186	183	2,205
<b>Total 607 - Employee Insurance</b>	<b>11,676</b>	<b>13,512</b>	<b>15,118</b>	<b>13,895</b>	<b>13,895</b>	<b>13,895</b>	<b>13,895</b>	<b>13,895</b>	<b>13,895</b>	<b>13,895</b>	<b>13,895</b>	<b>14,017</b>	<b>165,483</b>
609 - Pension Expense	8,304	15,982	8,466	8,469	8,632	8,435	8,219	13,485	9,369	7,844	6,954	7,574	110,534
610 - MERS 2% HCSP	2,124	2,424	2,424	2,424	2,424	2,424	2,424	2,424	2,424	1,824	1,824	2,124	27,288
<b>Total 600 - Payroll Expenses</b>	<b>167,083</b>	<b>105,828</b>	<b>89,464</b>	<b>88,064</b>	<b>87,862</b>	<b>86,794</b>	<b>114,069</b>	<b>96,961</b>	<b>84,927</b>	<b>81,574</b>	<b>80,398</b>	<b>202,822</b>	<b>1,285,664</b>
611 - Building & Equipment Expenses													
611-AB - Administration Building													
620-AB - Repairs & Maintenance	72	1,965	1,999	77	599	230	934	11,021	9,174	598	644	521	27,835
643-AB - Computer Services & Supplies	9,629	10,870	1,429	1,224	855	703	764	752	1,223	1,770	1,810	764	31,583
645-AB - Operating Supplies	1,162	0	563	707	309	765	524	549	298	579	497	816	6,766
655-AB - Utilities	842	1,022	723	777	592	663	576	673	526	682	601	792	8,469
688-AB - Telecommunications	1,301	1,244	1,090	1,147	1,141	1,088	993	986	1,035	1,801	974	1,122	13,723
677-AB - Leased Equipment	386	1,410	1,657	386	1,410	1,657	386	1,378	1,657	388	2,370	2,712	15,794
678-AB - Cleaning Services	521	521	521	521	521	521	521	521					4,168
681-AB - Alarm Service	138			138			138			350			764
<b>Total 611-AB - Administration Building</b>	<b>14,052</b>	<b>17,032</b>	<b>7,981</b>	<b>4,977</b>	<b>5,227</b>	<b>5,628</b>	<b>4,835</b>	<b>15,880</b>	<b>13,912</b>	<b>5,968</b>	<b>6,896</b>	<b>6,727</b>	<b>109,113</b>



Superior Township Utility Department

O&M P&L by Month

PRE-AUDIT

	Jan 24	Feb 24	Mar 24	Apr 24	May 24	Jun 24	Jul 24	Aug 24	Sep 24	Oct 24	Nov 24	Dec 24	TOTAL
<b>611-LB - Lift &amp; Booster Stations</b>													
620-LB - Repairs & Maintenance	162	5,931		4,370			2,144	2,172		1,200	6,979	2,399	25,357
665-LB - Utilities	2,883	2,906	2,726	2,703	2,072	1,783	1,708	1,719	1,826	1,823	1,922	2,576	26,646
668-LB - Telecommunications	286	286	327	327	327	327	368	368	368	368	378	376	4,103
<b>Total 611-LB - Lift &amp; Booster Stations</b>	<b>3,331</b>	<b>9,123</b>	<b>3,053</b>	<b>7,400</b>	<b>2,399</b>	<b>2,110</b>	<b>4,220</b>	<b>4,258</b>	<b>2,193</b>	<b>3,390</b>	<b>9,279</b>	<b>5,351</b>	<b>56,107</b>
<b>611-MF - Maintenance Facility</b>													
620-MF - Repairs & Maintenance	2,066	299	26,890	642	1,472	5,327	1,498	1,024	6,679	4,184	3,592	3,582	57,254
643-MF - Computer Services & Supplies	2,457	9,370	1,074	321	373	373	1,077	373	1,123	922	373	482	18,321
645-MF - Operating Supplies	2,939	1,311	1,019	1,093	1,836	556	2,037	6,185	(1,150)	886	(27)	677	17,364
665-MF - Utilities	2,191	2,340	1,706	1,621	952	941	1,113	1,025	937	906	907	1,824	16,463
668-MF - Telecommunications	1,401	1,195	1,682	1,112	1,175	1,175	1,176	3,300	1,418	1,424	1,424	1,424	17,907
678-MF - Cleaning Services	521	521	521	521	521	521	521	521					4,168
881-MF - Alarm Service	306			306			306			350			1,268
<b>Total 611-MF - Maintenance Facility</b>	<b>11,861</b>	<b>15,036</b>	<b>32,892</b>	<b>5,617</b>	<b>6,330</b>	<b>8,894</b>	<b>7,728</b>	<b>12,430</b>	<b>9,008</b>	<b>8,671</b>	<b>6,270</b>	<b>7,969</b>	<b>132,746</b>
<b>Total 611 - Building &amp; Equipment Expenses</b>	<b>29,264</b>	<b>41,192</b>	<b>43,926</b>	<b>17,994</b>	<b>13,955</b>	<b>16,632</b>	<b>18,783</b>	<b>32,568</b>	<b>25,113</b>	<b>18,027</b>	<b>22,444</b>	<b>20,066</b>	<b>297,965</b>
<b>670 - Other Expenses</b>													
618 - Repairs & Maintenance - Other													
820 - R&M - System	2,427	6,985	3,266	503	24,657	6,475	9,399	1,239	4,797	20,583	345	4,355	85,030
825 - R&M - Root Foaming				6,758									6,758
<b>Total 618 - Repairs &amp; Maintenance - Other</b>	<b>2,427</b>	<b>6,985</b>	<b>3,266</b>	<b>7,260</b>	<b>24,657</b>	<b>6,475</b>	<b>9,399</b>	<b>1,239</b>	<b>4,797</b>	<b>20,583</b>	<b>345</b>	<b>4,355</b>	<b>91,787</b>
630 - Professional Services													
831 - PS - Engineers (OHM)					2,448	4,060		655	200		1,375	2,338	11,075
832 - PS - Auditors (PHP)						6,700							6,700
<b>Total 630 - Professional Services</b>					<b>2,448</b>	<b>10,760</b>		<b>655</b>	<b>200</b>		<b>1,375</b>	<b>2,338</b>	<b>17,775</b>
650 - Employee Related Expenses													
651 - Uniforms	59	189			80	576	317	555		654	623	275	3,327
652 - Transportation & Mileage	592	756		6,022	429	1	1,129	1,129				310	9,238
653 - Employee Training		20	1,862	1,155	896	2,584	3,500	1,544	80				11,641
656 - Misc. Employee Expenses	10												10
<b>Total 650 - Employee Related Expenses</b>	<b>661</b>	<b>965</b>	<b>1,862</b>	<b>7,177</b>	<b>1,405</b>	<b>3,160</b>	<b>3,817</b>	<b>3,228</b>	<b>80</b>	<b>654</b>	<b>623</b>	<b>584</b>	<b>24,215</b>
<b>Total 670 - Other Expenses</b>	<b>3,088</b>	<b>7,949</b>	<b>5,128</b>	<b>14,437</b>	<b>28,510</b>	<b>20,395</b>	<b>13,216</b>	<b>5,121</b>	<b>5,077</b>	<b>21,237</b>	<b>2,343</b>	<b>7,277</b>	<b>133,777</b>
<b>671-1 - Total Other Expenses</b>													
671 - Meters & Supplies	3,360	4,069	25,054	11,651	6,774	(16,913)	2,147	(8,459)	(8,484)	35,167	3,145	(5,888)	51,623
672 - Fuel	826	478	1,155	321	81	845	1,958	1,259	(112)	1,327	310	798	9,245
673 - Insurance & Bonds	4,374	4,374	4,374	4,374	4,374	4,374	4,768	4,768	4,768	4,768	4,768	6,122	56,205
676 - Postage	2,000	1,000	2,000	3,014	1,001	1,000	2,000	2,000		5,440		131	19,586
700 - Bank Fees								35					35
701 - Bad Debt Expense							3,427						3,427
709 - Printing & Publishing		285	3,580			120	682	80		119			4,856
711 - Memberships, Dues & Licenses	7,148	378	636	4,130	531	586	341	341	341	4,031	341	341	19,148
712 - Miscellaneous Expense													
<b>Total 671-1 - Total Other Expenses</b>	<b>17,708</b>	<b>10,584</b>	<b>36,808</b>	<b>23,490</b>	<b>12,761</b>	<b>(6,560)</b>	<b>11,876</b>	<b>24</b>	<b>(3,486)</b>	<b>50,853</b>	<b>8,564</b>	<b>1,504</b>	<b>184,126</b>
<b>Total Expense</b>	<b>438,264</b>	<b>362,698</b>	<b>314,326</b>	<b>308,947</b>	<b>323,058</b>	<b>403,404</b>	<b>404,111</b>	<b>389,867</b>	<b>366,387</b>	<b>379,308</b>	<b>306,819</b>	<b>358,168</b>	<b>4,355,356</b>
<b>Net Ordinary Income</b>	<b>(60,977)</b>	<b>6,556</b>	<b>54,108</b>	<b>51,315</b>	<b>61,767</b>	<b>40,746</b>	<b>61,941</b>	<b>135,972</b>	<b>187,837</b>	<b>32,219</b>	<b>102,375</b>	<b>5,196</b>	<b>679,054</b>
<b>Other Income/Expense</b>													
Other Expense													
850 - Transfers OUT													
856 - Trans. Out to Capital Reserve							545,872						545,872
<b>Total 850 - Transfers OUT</b>							<b>545,872</b>						<b>545,872</b>
<b>Total Other Expense</b>							<b>545,872</b>						<b>545,872</b>
<b>Net Other Income:</b>							<b>(545,872)</b>						<b>(545,872)</b>
<b>Net Income</b>	<b>(80,977)</b>	<b>6,556</b>	<b>54,108</b>	<b>51,315</b>	<b>61,767</b>	<b>(505,126)</b>	<b>61,941</b>	<b>135,972</b>	<b>187,837</b>	<b>32,219</b>	<b>102,375</b>	<b>5,196</b>	<b>133,182</b>



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02/11/25

Accrual Basis

**Superior Township Utility Department  
Profit & Loss YTD Comparison  
PRE-AUDIT**

	O&M		Cap. Res.		Debt Serv.		TOTAL	
	Jan - Dec 24	Jan - Dec 23	Jan - Dec 24	Jan - Dec 23	Jan - Dec 24	Jan - Dec 23	Jan - Dec 24	Jan - Dec 23
<b>Ordinary Income/Expense</b>								
<b>Income</b>								
<b>400 · Water &amp; Sewer Income</b>	4,946,572	4,760,166					4,946,572	4,760,166
<b>410 · Meter Sales Income</b>	19,361	20,207					19,361	20,207
<b>412 · Connection Fees Income</b>			456,500	241,453			456,500	241,453
<b>420 · Miscellaneous Income</b>	54,975	27,644	141,034	1,074,375		0	196,009	1,102,020
<b>440 · Interest Income</b>	13,502	17,208	114,343	28,189			127,845	45,397
<b>460 · Investment Earnings</b>					24,140	64,678	24,140	64,678
<b>Total Income</b>	<u>5,034,409</u>	<u>4,825,226</u>	<u>711,877</u>	<u>1,344,017</u>	<u>24,140</u>	<u>64,678</u>	<u>5,770,426</u>	<u>6,233,921</u>
<b>Gross Profit</b>	5,034,409	4,825,226	711,877	1,344,017	24,140	64,678	5,770,426	6,233,921
<b>Expense</b>								
<b>550 · Water &amp; Sewer Purchased</b>	2,473,822	2,660,474					2,473,822	2,660,474
<b>600 · Payroll Expenses</b>	1,285,664	1,074,325					1,285,664	1,074,325
<b>611 · Building &amp; Equipment Expenses</b>	297,965	210,179					297,965	210,179
<b>670 · Other Expenses</b>	133,777	110,556	764,473	765,847			898,251	876,403
<b>671-1 · Total Other Expenses</b>	164,126	223,820		99			164,126	223,919
<b>686 · Bond Expenses</b>					39,035	34,273	39,035	34,273
<b>Total Expense</b>	<u>4,355,356</u>	<u>4,279,354</u>	<u>764,473</u>	<u>765,946</u>	<u>39,035</u>	<u>34,273</u>	<u>5,158,864</u>	<u>5,079,573</u>
<b>Net Ordinary Income</b>	679,054	545,872	(52,596)	578,071	(14,895)	30,405	611,562	1,154,348
<b>Other Income/Expense</b>								
<b>Other Income</b>								
<b>800 · Transfers IN</b>			545,872	287,753			545,872	287,753
<b>Total Other Income</b>			545,872	287,753			545,872	287,753
<b>Other Expense</b>								
<b>850 · Transfers OUT</b>	545,872	287,753					545,872	287,753
<b>Total Other Expense</b>	<u>545,872</u>	<u>287,753</u>					<u>545,872</u>	<u>287,753</u>
<b>Net Other Income</b>	(545,872)	(287,753)	545,872	287,753				
<b>Net Income</b>	<u><b>133,182</b></u>	<u><b>258,120</b></u>	<u><b>493,276</b></u>	<u><b>865,823</b></u>	<u><b>(14,895)</b></u>	<u><b>30,405</b></u>	<u><b>611,562</b></u>	<u><b>1,154,348</b></u>



**PREPAID EXPENSES (a/c 166)**  
**Month of: December, 2024**

**UTILITY DEPARTMENT**

Type	Date	Number	Name/Vendor	Memo/Expense	Amount	Balance	Left
BILL	05/24/24	2024-05	SUPERIOR TWP. GENERAL	W/C INSURANCE - JUL24-JUN25	\$13,831.49		
	VARIOUS				(\$6,915.77)		
						\$6,915.72	6
BILL	10/30/24	761-11240277	EGLE	2025 WATER SUPPLY FEE	\$3,071.75		
					\$0.00		
						\$3,071.75	12
BILL	12/16/24	5520	DECKER AGENCY	2025 MUNICIPAL INSURANCE	\$55,783.00		
					\$0.00		
						\$55,783.00	12
BILLS	12/27/24		EMPLOYEE INSURANCES	JAN25 PREPAID INSURANCES	\$16,864.45		
					\$0.00		
						\$16,864.45	1
<b>Total 166 Prepaid Expenses</b>						<b>\$82,634.92</b>	

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12/11/25

SUPERIOR TOWNSHIP UTILITY DEPARTMENT  
A/R - DUE FROM OTHER FUNDS (ACCT. 160)  
AS OF DECEMBER 31, 2024

TYPE	DATE	NUM	NAME	MEMO	OPEN BALANCE
CURRENT					
GENERAL JOURNAL	12/31/24	JE2025-11	SUPERIOR TWP. GEN'L FUND	DEPOSITS MADE IN ERROR TO GENERAL BANK	74,470.35
TOTAL CURRENT					74,470.35
1 - 99					
INVOICE	11/19/24	1111924-02	SUPERIOR TWP. P&R	PHONE	49.93
INVOICE	12/18/24	1020325-02	SUPERIOR TWP. GEN'L FUND	WATER PAYMENT	350.00
TOTAL 1 - 99					399.93
> 99					
TOTAL > 99					
TOTAL					74,870.28

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02/11/25

SUPERIOR TOWNSHIP UTILITY DEPARTMENT  
 A/P - DUE TO OTHER FUNDS (ACCT. 200)  
 AS OF DECEMBER 31, 2024

DATE	NAME	MEMO	OPEN BALANCE
CURRENT			
12/31/24	SUPERIOR TWP. GENERAL FUND	INSURANCE PREMIUMS - L. SMITH DEC24	1,930.00
12/31/24	SUPERIOR TWP. FIRE FUND	ADD'L W/C - FROM AUDIT	1,354.00
12/31/24	SUPERIOR TWP. PAYROLL FUND	PENSION - HCPS - DECEMBER 2024	9,698.21
12/31/24	SUPERIOR TWP. GENERAL FUND	POSTAGE - SEP-DEC24	138.69
12/31/24	SUPERIOR TWP. GENERAL FUND	NSF TAKEN FROM GENERAL FUND INSTEAD OF O&M	9,689.28
TOTAL CURRENT			22,810.18
1 - 99			
12/01/24	SUPERIOR TOWNSHIP CREDIT CARD ACCOUNT	ADOBE MONTHLY CHARGE	21.19
TOTAL 1 - 99			21.19
> 99			
TOTAL > 99			22,831.37
TOTAL			22,831.37

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02/11/25

SUPERIOR TOWNSHIP UTILITY DEPARTMENT  
A/R - OTHER CUSTOMERS (ACCT. 161)  
AS OF DECEMBER 31, 2024

TYPE	DATE	NUM	NAME	MEMO	DUE DATE	OPEN BALANCE
CURRENT						
INVOICE	12/31/24	1123124-99	WESTRIDGE MOBILE HOME PK. (DTE)	DTE	01/24/25	18.65
INVOICE	12/31/24	1123124-55	YPSI. COMM. UTIL. AUTH.	GENERATOR	01/27/25	18,000.00
TOTAL CURRENT						18,018.65
1 - 99						
INVOICE	10/12/24	1101024-01	WASHTENAW COUNTY - TAX ROLL	2023 TAX ROLL WRITTEN OFF IN 2024	10/12/24	134,709.89
TOTAL 1 - 99						134,709.89
> 99						
TOTAL > 99						
TOTAL						152,728.54

Treasurer's Investment Preliminary Report  
Period Ending  
December 31, 2024

Superior Township Treasurer  
Lisa A. Lewis

Board of Trustees Meeting  
February 18, 2025

**GENERAL BANK - DECEMBER 2024 RECONCILIATION**

Fund Account	Description	Beginning Balance 12/01/2024	Total Debits	Total Credits	Ending Balance 12/31/2024
Fund 101 GENERAL					
001.001	CHASE 5503 - DAILY OPERATING CHECKING	515,977.84	613,420.13	446,157.64	683,240.33
Fund 203 SIDE STREET MAINTENANCE					
001.001	CHASE 5503 - DAILY OPERATING CHECKING	12,822.50	0.00	0.00	12,822.50
Fund 211 LEGAL DEFENSE FUND					
001.001	CHASE 5503 - DAILY OPERATING CHECKING	182,909.28	0.00	3,550.30	179,358.98
Fund 219 STREET LIGHT FUND					
001.001	CHASE 5503 - DAILY OPERATING CHECKING	43,418.92	0.00	8,298.61	35,120.31
Fund 249 BUILDING					
001.001	CHASE 5503 - DAILY OPERATING CHECKING	530,703.66	29,814.00	51,159.84	509,357.82
Fund 266 LAW ENFORCEMENT FUND					
001.001	CHASE 5503 - DAILY OPERATING CHECKING	296,452.46	282,959.95	155,185.29	424,227.12
Fund 508 PARKS & RECREATION					
001.001	CHASE 5503 - DAILY OPERATING CHECKING	379,124.72	64,233.92	100,132.98	343,225.66
	<b>TOTAL - ALL FUNDS</b>	<b>1,961,409.38</b>	<b>990,420.97</b>	<b>764,484.66</b>	<b>2,187,352.72</b>

Bank Balance per statement	\$2,042,832.95
Outstanding Checks	-\$34,958.98
Deposits/CC in Transit	\$179,478.75
Misc Items	
<b>Total</b>	<b>\$2,187,352.72</b>



Reconciliation Summary



Ending GL Balance:	\$2,187,352.72
Ending Bank Balance:	\$2,042,832.95
Add Deposits in Transit:	\$179,478.75
Less Outstanding Checks:	\$34,958.98
Unreconciled Difference:	\$0.00

OK

# GENERAL FUND REPORT DECEMBER 2024

## Outstanding Checks Analysis

Month Checks Written	# of Checks Outstanding	\$ Amounts
08/27/2024	1	2.00
09/17/2024	1	60.00
10/16-10/29/2024	5	1,701.32
11/5/2024	1	300.00
12/03 - 12/30/2024	17	32,895.66
Total Outstanding Checks	25	34,958.98

**Superior Township  
Cash and Investment Summary  
12/31/2024**

Fund #	Fund Description	Daily Operating		T-Bill		J-Fund		Certificate of Deposit	CD Interest 1/24-12/24	CD Redeemed	Total Cash & Investments
		Cash	Other	T-Bills	Interest/Dividend 1/24- 12/24	J-Funds	Interest 1/24 - 12/24				
101	General Fund	\$ 683,240.33	\$ 47,275.52 *			\$ 24,050.88	\$ 2,436.58				757,003.31 v
203	Side Street Maintenance	12,822.50									12,822.50 v
211	Legal Defense	179,358.98									179,358.98 v
219	Street Light Fund	35,120.31									35,120.31 v
249	Building Fund	509,357.82	100.00 @	360,044.16	3,378.12						872,880.10 v
266	Law Fund	424,227.12		3,247,958.62	22,713.61						3,694,899.35 v
508	Parks Fund	343,225.66		235,530.47	1,921.09						580,677.22 v
	Subtotals	\$ 2,187,352.72 v v	\$ 47,375.52	\$ 3,843,533.25	\$ 28,012.82	\$ 24,050.88	\$ 2,436.58	\$ -	\$ -	\$ -	\$ 6,132,761.77
206	Fire Fund	477,304.35		489,755.72	37,364.96	1,084,538.32	55,988.83				2,144,952.18 v
464	American Rescue Plan Act (ARPA)	283,498.60						1,000,000.00	51,295.48	(450,000.00)	884,794.08 v
701	Trust and Agency Fund	816,399.42									816,399.42 v
751	Payroll Fund	66,106.82									66,106.82 v
	Subtotals	\$ 1,643,309.19	\$ -	\$ 489,755.72	\$ 37,364.96	\$ 1,084,538.32	\$ 55,988.83	\$ 1,000,000.00	\$ 51,295.48	\$ (450,000.00)	\$ 3,912,252.50
	Subtotals	3,830,661.91	47,375.52	4,333,288.97	65,377.78	1,108,589.20	58,425.41	1,000,000.00	51,295.48	(450,000.00)	10,045,014.27 v v
No Fund	Tax Checking	1,135,036.80									1,135,036.80 v
No fund	Utility Department	1,428,264.57	\$ 1,641,011.89 #	466,269.34	24,140.00			1,600,000.00	88,006.10	(663,000.00)	4,584,691.90 v
	<b>Total Cash &amp; Investments</b>	<b>\$ 6,393,963.28</b>	<b>\$ 1,688,387.41</b>	<b>\$ 4,799,558.31</b>	<b>\$ 89,517.78</b>	<b>\$ 1,108,589.20</b>	<b>\$ 58,425.41</b>	<b>\$ 2,600,000.00</b>	<b>\$ 139,301.58</b>	<b>\$ (1,113,000.00)</b>	<b>\$ 15,764,742.97</b>
	Petty Cash		\$ 100.00								
	Register/Drawer Cash		300.00		\$ 4,799,558.31		\$ 89,517.78				
	Geddes Road		12,478.82		89,517.78		58,425.41				
	Fire Withholding Insurance		9,657.32		1,108,589.20		139,301.58				
	Credit Card		5,312.05		58,425.41		\$ 287,244.77				
	Accrued Absences		19,427.33		1,487,000.00						
			\$ 47,275.52 *		139,301.58						
					\$ 7,682,392.28						Current Funds Invested
	Petty Cash		\$ 100.00 @								
	Capital Reserves		\$ 1,641,011.89 #								

CASH SUMMARY BY ACCOUNT FOR SUPERIOR TOWNSHIP  
 FROM 01/01/2022 TO 12/31/2024  
 FUND: ALL FUNDS  
 CASH AND INVESTMENT ACCOUNTS  
 BANK:

Fund Account	Description	Beginning Balance 01/01/2022	Total Debits	Total Credits	Ending Balance 12/31/2024
<b>Fund 101 GENERAL</b>					
001.001	CHASE 5503 - DAILY OPERATING CHE	826,678.98	16,288,849.70	16,432,288.35	683,240.33 ✓
001.002	HUNT 0768 CHK - GEDDES ROAD	12,142.36	817.31	480.85	12,478.82 ✓
001.003	HUNT 6873 HYB - FIRE INSURANCE WI	157.32	17,500.00	8,000.00	9,657.32 ✓
001.004	COMERICA 9108 CHKG - CREDIT CARDS	4,961.43	110,892.65	110,542.03	5,312.05 ✓
001.005	COMERICA 5286 CHKG - ACCRUED ABSE	19,559.36	0.00	132.03	19,427.33 ✓
002.001	CHASE 5503 - NON-MOTORIZED TRAILS	30,659.02	0.00	30,659.02	0.00
002.002	COMERICA 6074 J-FUND GEDDES ROAD	196,492.36	15,181.07	185,185.97	26,487.46 ✓
004.001	PETTY CASH	100.00	0.00	0.00	100.00 ✓
004.002	REGISTER DRAWER CASH	300.00	400.00	400.00	300.00 ✓
013.000	CHASE 5503 - DAILY OPERATING CHE	38,729.50	48,664.02	87,393.52	0.00
017.001	CHASE 5503 - GOVERNMENT T-BILLS	642,422.38	12,050.05	654,472.43	0.00
017.002	COMERICA - GOVERNMENT T-BILLS	256,679.26	4,840.68	261,519.94	0.00
	<b>GENERAL</b>	<b>2,028,881.97</b>	<b>16,499,195.48</b>	<b>17,771,074.14</b>	<b>757,003.31 ✓</b>
<b>Fund 203 SIDE STREET MAINTENANCE</b>					
001.001	CHASE 5503 - DAILY OPERATING CHE	15,104.49	75,034.74	77,316.73	12,822.50 ✓
<b>Fund 206 FIRE OPERATING FUND</b>					
001.001	HUNT 6014 - DAILY OPERATING CHEC	(1,202,558.60)	21,337,991.95	19,658,129.00	477,304.35
002.001	COMERICA 5587 J-FUND - ACCRUED AB	426,840.48	51,051.61	1,898.56	475,993.53
002.002	COMERICA 5588 J-FUND - DAILY OPER	919,457.15	71,273.02	326,196.55	664,533.62
013.000	HUNT 6014 - DAILY OPERATING CHEC	113,082.17	209,882.44	322,964.61	0.00
013.000	FM 6709 - DAILY OPERATING CHECKI	347,542.68	0.00	347,542.68	0.00
013.000	HUNT 6014 - DAILY OPERATING CHEC	538,669.00	16,566.90	555,235.90	0.00
013.000	HUNT 6014 - DAILY OPERATING CHEC	1,243,415.02	0.00	1,243,415.02	0.00
016.000	COMERICA 9652 MM - DAILY OPERATIN	(323,546.00)	323,546.00	0.00	0.00
017.001	HUNT 6014 - GOVERNMENT T-BILLS	1,056,327.01	1,066,261.15	2,120,000.00	2,588.16 ✓
017.002	COMERICA - GOVERNMENT T-BILLS	710,617.51	404,414.22	813,125.61	301,906.12 ✓
017.003	HUNT 5377 - GOVERNMENT T-BILLS	0.00	2,286,371.00	2,063,744.60	222,626.40 ✓
	<b>FIRE OPERATING FUND</b>	<b>3,829,846.42</b>	<b>25,767,358.29</b>	<b>27,452,252.53</b>	<b>2,144,952.18 ✓</b>
<b>Fund 211 LEGAL DEFENSE FUND</b>					
001.001	CHASE 5503 - DAILY OPERATING CHE	10,000.00	306,376.80	137,017.82	179,358.98
017.001	CHASE 5503 - GOVERNMENT T-BILLS	276,613.00	5,280.09	281,893.09	0.00
	<b>LEGAL DEFENSE FUND</b>	<b>286,613.00</b>	<b>311,656.89</b>	<b>418,910.91</b>	<b>179,358.98 ✓</b>
<b>Fund 219 STREET LIGHT FUND</b>					
001.000	CHASE 5503 - DAILY OPERATING CHE	38,582.99	209,662.09	248,245.08	0.00
001.001	CHASE 5503 - DAILY OPERATING CHE	0.00	159,646.81	124,526.50	35,120.31
	<b>STREET LIGHT FUND</b>	<b>38,582.99</b>	<b>369,308.90</b>	<b>372,771.58</b>	<b>35,120.31 ✓</b>
<b>Fund 249 BUILDING</b>					
001.001	CHASE 5503 - DAILY OPERATING CHE	310,027.52	2,238,936.61	2,039,606.31	509,357.82
001.002	CHASE 5503 - ACCRUE ABSENCES	20,374.56	240.00	20,614.56	0.00
004.001	PETTY CASH	100.00	0.00	0.00	100.00
017.001	CHASE 5503 - GOVERNMENT T-BILLS	257,583.64	4,917.55	29,476.40	233,024.79
017.002	COMERICA - GOVERNMENT T-BILLS	306,901.94	6,199.38	182,703.83	130,397.49
	<b>BUILDING</b>	<b>894,987.66</b>	<b>2,250,293.54</b>	<b>2,272,401.10</b>	<b>872,880.10 ✓</b>
<b>Fund 266 LAW ENFORCEMENT FUND</b>					
001.001	CHASE 5503 - DAILY OPERATING CHE	1,238,992.33	10,185,606.75	11,000,371.96	424,227.12
017.001	CHASE 5503 - GOVERNMENT T-BILLS	499,964.71	2,771,107.28	172,682.32	3,098,389.67
017.002	COMERICA - GOVERNMENT T-BILLS	405,521.94	8,180.31	241,419.69	172,282.56
	<b>LAW ENFORCEMENT FUND</b>	<b>2,144,478.98</b>	<b>12,964,894.34</b>	<b>11,414,473.97</b>	<b>3,694,899.35 ✓</b>
<b>Fund 464 AMERICAN RESCUE PLAN ACT (ARPA)</b>					
001.001	HUNT 4758 CHK - OPERATING	747,710.52	2,511,519.30	2,975,731.22	283,498.60
003.002	HUNTINGTON 9243- CD	0.00	1,051,295.48	450,000.00	601,295.48

CASH SUMMARY BY ACCOUNT FOR SUPERIOR TOWNSHIP  
 FROM 01/01/2022 TO 12/31/2024  
 FUND: ALL FUNDS  
 CASH AND INVESTMENT ACCOUNTS  
 BANK:

Fund Account	Description	Beginning Balance 01/01/2022	Total Debits	Total Credits	Ending Balance 12/31/2024
	AMERICAN RESCUE PLAN ACT (ARPA)	747,710.52	3,562,814.78	3,425,731.22	884,794.08 ✓
Fund 508	PARKS & RECREATION				
001.001	CHASE 5503 - DAILY OPERATING CHE	69,498.47	1,558,979.83	1,285,252.64	343,225.66
001.002	CHASE 5503 - ACCRUED ABSENCES	3,577.69	0.00	3,577.69	0.00
013.000	DAILY OPERATING CHECKING	44,212.87	0.00	44,212.87	0.00
017.001	CHASE 5503 - GOVERNMENT T-BILLS	73,989.76	1,407.23	8,518.84	66,878.15
017.002	COMERICA - GOVERNMENT T-BILLS	401,485.48	8,104.18	239,016.25	170,573.41
	PARKS & RECREATION	592,764.27	1,568,491.24	1,580,578.29	580,677.22 ✓
Fund 701	TRUST AND AGENCY				
001.001	CHASE 1161 - DAILY OPERATING CHE	920,440.34	1,595,735.01	2,516,175.35	0.00
001.002	DAILY CHECKING - CHASE	0.00	987,617.37	171,217.95	816,399.42
	TRUST AND AGENCY	920,440.34	2,583,352.38	2,687,393.30	816,399.42 ✓
Fund 704	PAYROLL FUND				
007.000	HUNT 9485 CHECKING	23,081.18	18,528,251.91	18,485,226.27	66,106.82 ✓
	TOTAL - ALL FUNDS	11,522,491.82	84,480,652.49	85,958,130.04	10,045,014.27 ✓

**Treasurer's Investment Report**  
**Superior Township Treasurer, Lisa A. Lewis**

**December 31, 2024**

- First - Safety**
- Second - Liquidity**
- Third - Yield**

**American Rescue Plan Act (ARPA) Fund #464**

	<b>Financial Institution</b>	<b>Type of Account</b>	<b>Interest Rate</b>	<b>Asset/Term</b>	<b>Comments</b>
	<b>Huntington</b>				
4758	Operating Checking	Checking	1.396%	\$ 283,498.60	Liquid
	Certificate of Deposit		3.65%	\$ 550,000.00	Maturity Date 4/23/25
	Interest Earned on CD			51,295.48	
	Total CD			<u>601,295.48</u>	
				<u><b>\$ 884,794.08</b></u>	

**Treasurer's Investment Report**  
**Superior Township Treasurer, Lisa A. Lewis**

**December 31, 2024**

- First - Safety**
- Second - Liquidity**
- Third - Yield**

**Building Fund #249**

	<i>Financial Institution</i>	<i>Type of Account</i>	<i>Interest Rate</i>		<i>Maturity Date</i>	<i>Comments</i>
	<b>Comerica</b>					
330	Government T-Bills	Government T-Bill		\$ 130,397.49	07/15/25	Investment
	<b>J P Morgan Chase Bank</b>					
5503	General Bank - Daily Operating	Comm Checking		509,357.82		Liquid
208	Government T-Bills	Government T-Bills		233,024.79	01/23/25	Investment
	Petty Cash			100.00		
				<u>\$ 872,880.10</u>		



**Treasurer's Investment Report  
Superior Township Treasurer, Lisa A. Lewis**

**December 31, 2024**

**First - Safety  
Second - Liquidity  
Third - Yield**

**Fire Fund #206**

	<i>Financial Institutions</i>	<i>Type of Account</i>	<i>Interest Rate</i>	<i>Maturity Date</i>	<i>Comments</i>
<b>Huntington</b>					
6014	Daily Operating	Hybrid Checking	\$	477,304.35	Liquid
4740	Government T-Bills	T-Bill		2,588.16	Liquid
5377	Government T-Bills	T-Bill		222,626.40	03/20/25
<b>Comerica Bank</b>					
5588	Fire Fund Daily Operating	* J-Fund		664,533.62	Liquid
5587	Fire Accrued Absences (RES)	* J-Fund		475,993.53	Liquid
0330	Government T-Bills	T-Bill		301,906.12	07/15/25 Investment
			<b>\$</b>	<b>2,144,952.18</b>	

\* Interest rates on J-Funds change daily. The interest rate used for the purpose of this report is based on the average of the daily interest rates.

**Treasurer's Investment Report**  
**Superior Township Treasurer, Lisa A. Lewis**

**December 31, 2024**

**First - Safety**  
**Second - Liquidity**  
**Third - Yield**

**General Fund #101**

<b>Financial Institutions</b>		<b>Type of Account</b>	<b>Interest Rate</b>	<b>Maturity Date</b>	<b>Comments</b>
<b>JP Morgan Chase Bank</b>					
5503	General Bank Acct Gen Fund	Comm Checking	\$	683,240.33	Liquid
<b>Comerica Bank</b>					
5286	Reserve Accrued Absences	Comm Checking		19,427.33	Liquid
9108	Credit Card Account	Comm Checking		5,312.05	Liquid
6074	Geddes Road Fund	* J-Fund		26,487.46	Investment
<b>Huntington</b>					
768	Geddes Road Fund	Business		12,478.82	Liquid
6873	Fire Insurance Withholding	Public Funds		9,657.32	Liquid
	Petty Cash			100.00	Liquid
	Register Drawer Cash			300.00	Liquid
				<u>\$ 757,003.31</u>	

\* Interest rates on J-Funds change daily. The interest rate used for the purpose of this report is based on the average of the daily interest rates.

**Treasurer's Investment Report**  
**Superior Township Treasurer, Lisa A. Lewis**

**December 31, 2024**

**First - Safety**  
**Second - Liquidity**  
**Third - Yield**

**Law Fund #266**

	<b>Financial Institutions</b>	<b>Type of Account</b>	<b>Interest Rate</b>	<b>Maturity Date</b>	<b>Comments</b>
	<b>J P Morgan Chase Bank</b>				
5503	General Bank Account Law Fund	Comm Checking	\$ 424,227.12		Liquid
208	Government T-Bills	T-Bill	3,098,389.67	02/06/25	Investment
	<b>Comerica Bank</b>				
330	Government T-Bills	T-Bill	172,282.56	07/15/25	Investment
			<u>\$ 3,694,899.35</u>		

**Treasurer's Investment Report**  
**Superior Township Treasurer, Lisa A. Lewis**

**December 31, 2024**

- First - Safety**
- Second - Liquidity**
- Third - Yield**

**Legal Defense Fund #211**

	<i>Financial Institution</i>	<i>Type of Account</i>	<i>Interest Rate</i>	<i>Maturity Date</i>	<i>Comments</i>
	<b>JP Morgan Chase Bank</b>				
5503	General Bank Account	Comm Checking	\$ 179,358.98		Liquid
			<u>\$ 179,358.98</u>		

**Treasurer's Investment Report  
 Superior Township Treasurer, Lisa A. Lewis**

**December 31, 2024**

**First - Safety  
 Second - Liquidity  
 Third - Yield**

**Parks Fund #508**

	<b>Financial Institutions</b>	<b>Type of Account</b>	<b>Interest Rate</b>		<b>Maturity Date</b>	<b>Comments</b>
	<b>J P Morgan Chase Bank</b>					
5503	General Bank - Daily Operating	Comm Checking		\$ 343,225.66		Liquid
	Government T-Bills	T-Bill		66,878.15	01/23/25	Investment
	<b>Comerica Bank</b>					
330	Government T-Bills	T-Bill		170,573.41	07/15/25	Investment
				<b>\$ 580,677.22</b>		

**Treasurer's Investment Report**  
**Superior Township Treasurer, Lisa A. Lewis**

**December 31, 2024**

**First - Safety**  
**Second - Liquidity**  
**Third - Yield**

**Payroll Account**

<b>Financial Institution</b>	<b>Type of Account</b>	<b>Asset/Term</b>	<b>Comments</b>
<b>Huntington</b> Payroll	Comm Checking	\$ 66,106.82	Liquid
		<b>\$ 66,106.82</b>	

**Treasurer's Investment Report  
 Superior Township Treasurer, Lisa A. Lewis**

**December 31, 2024**

**First - Safety  
 Second - Liquidity  
 Third - Yield**

**Side Street Maintenance #203**

	<i>Financial Institution</i>	<i>Type of Account</i>	<i>Interest Rate</i>	<i>Maturity Date</i>	<i>Comments</i>
	<b>J P Morgan Chase Bank</b>				
5503	General Bank Account Side Street Maintenance Oakbrook & Washington Square	Comm Checking		\$ 12,822.50	Liquid
				<b>\$ 12,822.50</b>	



**Treasurer's Investment Report**  
**Superior Township Treasurer, Lisa A. Lewis**

**December 31, 2024**

- First - Safety**
- Second - Liquidity**
- Third - Yield**

**Street Light Fund #219**

	<i>Financial Institution</i>	<i>Type of Account</i>	<i>Interest Rate</i>	<i>Maturity Date</i>	<i>Comments</i>
	<b>J P Morgan Chase Bank</b>				
5503	General Bank Account	Comm Checking	\$	35,120.31	Liquid
	Street Light Fund		\$	<u>35,120.31</u>	

**Treasurer's Investment Report**  
**Superior Township Treasurer, Lisa A. Lewis**

**December 31, 2024**

- First - Safety**
- Second - Liquidity**
- Third - Yield**

**Tax Checking**

	<i>Financial Institution</i>	<i>Type of Account</i>	<i>* Interest Rate</i>	<i>Asset/Term</i>	<i>Comments</i>
	<b>JPMorgan Chase Bank</b>				
5560	Tax Collection Fund	Comm Checking		\$ 1,135,036.80	Liquid
				\$ 1,135,036.80	

**Treasurer's Investment Report**  
**Superior Township Treasurer, Lisa A. Lewis**

**'December 31, 2024**

- First - Safety**
- Second - Liquidity**
- Third - Yield**

**Trust and Agency Escrow Fund #701**

	<b>Financial Institution</b>	<b>Type of Account</b>	<b>Asset /Term</b>	<b>Comment</b>
	<b>J P Morgan Chase Bank</b>			
5503	General Bank Account	Comm Checking	\$ 816,399.42	Liquid
	Trust and Agency Account			
			<b><u>\$ 816,399.42</u></b>	

**Treasurer's Investment Report**  
**Superior Township Treasurer, Lisa A. Lewis**

**December 31, 2024**

**First - Safety**  
**Second - Liquidity**  
**Third - Yield**

**Utility Department**

<i>Financial Institutions</i>	<i>Type of Account</i>	<i>Interest Rate</i>	<i>Asset/Term</i>	<i>Comments</i>
<b>Huntington Bank</b>				
4855	Utilities	Business Checking	1.375% \$ 759,800.33	Liquid
5151	Government T-Bills	T-Bill	490,409.34	Liquid
	300 Days Certificate of Deposit	3.65%	937,000.00	Maturity Date 4/23/25
	Interest Earned		88,006.10	
			<u>1,025,006.10</u>	
<b>JP Morgan Chase Bank</b>				
8234	Capital Reserve	Comm Checking	1,641,011.89	Liquid
5529	Operating & Maintenance	Comm Checking	668,364.24	Liquid
	Petty Cash		\$ 100.00	
			<u>\$ 4,584,691.90</u>	

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# Committee to Promote Superior Township

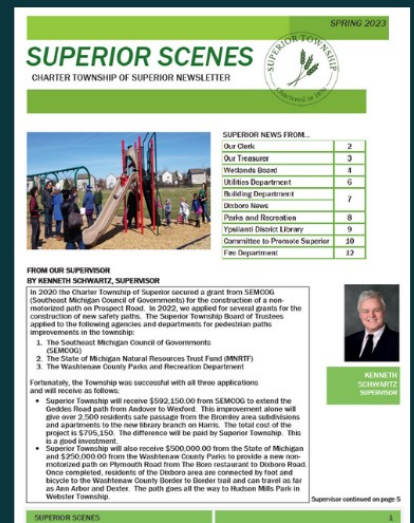
A Volunteer Committee

Fostering pride, unity and a sense of place among Superior Township residents



## C2PST February Highlights

- **Interface with New Township Staff:** The C2PST Social Media team coordinated details regarding content management and review with Township personnel.
- **Library Display:** The library display was updated to feature three of our Superior Businesses, accompanied by a message to other businesses encouraging them to seek write-ups.
- **Superior Businesses:** C2PST has refined our approach to local businesses, resulting in a clearer understanding of what we offer and increasing participation.
- **Superior Scenes Newsletter:** C2PST contributed an article to the upcoming issue, explaining who we are and what we do.
- **Collaboration with Dixboro Village Green:** C2PST and the Dixboro Village Green Board are exploring ways to work together to enhance publicity and increase attendance at DVG events.



## Special Thank you to our Working Committee

Brenda Baker, Margery Dosey, Katie Russo,  
Carole Hann, Nancy Caviston, Haneen Alaouie

Join our committee – just email us!

C2PST@superior-twp.org

Page 209 of 314

## Connect with us

Instagram



@superiorchartertownship

Facebook



SuperiorCharterMI

To whom it may concern,

I John Mackson is writing this letter in regards to the sidewalk project in Superior Township. I was unaware of the \$5100 charge that was added to the property taxes at 1639 Harvest Lane causing me a hardship with the mortgage going up by a thousand more a month. This has forced me to refinance in order to keep my home. We were told by the deputy supervioser Irma Golden that the sidewalk repairs would be free to us and we would not have to pay for it. We were originally only suppose to have two sqaures done, when she remarked the squares she added another 10 squares with the belief that it was going to be free. With that being said, this project has blind sided our family and left us unhappy in this matter. I am a lifelong resident here in Superior Township and would like to see this issue brought up before the board for consideration because I am on a fixed income.

Thank You,

John T Mackson





OFFICE OF  
**LISA A. LEWIS**  
Treasurer

**CHARTER TOWNSHIP OF SUPERIOR**  
3040 North Prospect Road • Superior Township, Michigan 48198  
Telephone (734) 482-6099 • Fax (734) 482-3842  
e-mail [llewis@superior-twp.org](mailto:llewis@superior-twp.org)



It is with much appreciation and gratitude for the outstanding support of our Blanket Donation Drive. THANK YOU to our residents, staff and the Superior Township Fire Department. Your donations have helped keep those in need warm during this winter season.

Thank you!

Lisa Lewis, Treasurer





## Memorandum

To: Angela Robinson  
From: Keith Lockie/Nancy Mason  
Date: January 30, 2025  
Re: Answer to Dave Phillips Letter to the Board

Our responses to his bullet points:

- General Fund's Adopted 2024 Budget showed an appropriation from Fund Balance of \$500k, not the \$336k he says.
- A Budget Amendment dated March 28, 2024, included an additional \$30k from Fund Balance, equaling the \$530k Dave mentions.

The September 16, 2024, Budget Amendment does go from \$530,000 to \$1.3m in appropriations.

- The budget was created, as were the amendments with input from all parties involved. It was not known what amount of pathway expenses would fall in 2024 vs. 2025 when the original budget was created. It is always a guess. When the amendments were completed, questions were asked by accounting to the supervisor and OHM. We could only budget what we were told.
- Balance sheets provided in the December 2024 packet were incomplete. The data shown was what was known at the point in time. It is very misleading for us to be providing Balance Sheets when they are incomplete. We never provided incomplete Balance Sheets in the past until a prior board member started asking for them.

The difference of \$200k between 2023 and 2024 was due to an auditor's entry for the Tree Preservation Fund.

- The third and final Budget Amendments for 2024 did show a decrease in anticipated Fund Balance appropriation from \$1.3m to \$1.25m.
- We believe Dave is indicating these resolutions were written incorrectly, They should have included GL numbers and amounts, which accounting would have used for budgeting purposes.
- Same problem as prior bullet point.
- No response required

- Again, the resolutions were prepared and presented incorrectly. When actual bills arrived and were okayed by OHM and the Supervisor and had to be applied to the appropriate project within the GL. No explanations for the additional costs were ever given to accounting.
- Superior Greenway: not ours to comment on.
- When the budgets for 2025 were prepared, only information known through June 2024 was included in the worksheets.

Resolution 2024-59 indicates the incorrect year – clerk error.

- Plymouth Pathway – Revenue of \$550k from grants  
Expenses of \$873k  
Net to Twp. of \$323k expense

MacArthur Pathway – Revenue of \$134k from grants  
Expenses of \$262k  
Net to Twp. of \$128k expense



## U.S. EQUAL EMPLOYMENT OPPORTUNITY COMMISSION

Detroit Field Office  
477 Michigan Avenue, Room 865  
Detroit, MI 48226  
(313) 774-0020  
Website: [www.eeoc.gov](http://www.eeoc.gov)

### **DETERMINATION AND NOTICE OF RIGHTS**

(This Notice replaces EEOC FORMS 161, 161-A & 161-B)

Issued On: 01/28/2025

**To:** Ms. Irma J. Golden  
1585 Sheffield Drive , YPSILANTI, MI 48198  
Charge No: 471-2024-03149

EEOC Representative and email: WHITNEY FOX  
Federal Investigator  
Whitney.Fox@EEOC.Gov

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### **DETERMINATION OF CHARGE**

The EEOC issues the following determination: The EEOC will not proceed further with its investigation and makes no determination about whether further investigation would establish violations of the statute. This does not mean the claims have no merit. This determination does not certify that the respondent is in compliance with the statutes. The EEOC makes no finding as to the merits of any other issues that might be construed as having been raised by this charge.

### **NOTICE OF YOUR RIGHT TO SUE**

This is official notice from the EEOC of the dismissal of your charge and of your right to sue. If you choose to file a lawsuit against the respondent(s) on this charge under federal law in federal or state court, **your lawsuit must be filed WITHIN 90 DAYS of your receipt of this notice.** Receipt generally occurs on the date that you (or your representative) view this document. You should keep a record of the date you received this notice. Your right to sue based on this charge will be lost if you do not file a lawsuit in court within 90 days. (The time limit for filing a lawsuit based on a claim under state law may be different.)

If you file a lawsuit based on this charge, please sign in to the EEOC Public Portal and upload the court complaint to charge 471-2024-03149.

On behalf of the Commission,

Digitally Signed By: Ramiro Gutierrez  
01/28/2025

---

Ramiro Gutierrez  
Director

**Cc:**

Lynette M Findley  
Charter Township of Superior  
3040 N PROSPECT RD  
Ypsilanti, MI 48198

David B Landry  
Landry, Mazzeop, Dembinski & Stevens PC/ representing Tokio Marine, Insurance Co for  
Township  
37000 GRAND RIVER AVE STE 200  
Farmington Hills, MI 48335

Please retain this notice for your records.

**INFORMATION RELATED TO FILING SUIT  
UNDER THE LAWS ENFORCED BY THE EEOC**

*(This information relates to filing suit in Federal or State court **under Federal law**. If you also plan to sue claiming violations of State law, please be aware that time limits may be shorter and other provisions of State law may be different than those described below.)*

**IMPORTANT TIME LIMITS – 90 DAYS TO FILE A LAWSUIT**

If you choose to file a lawsuit against the respondent(s) named in the charge of discrimination, you must file a complaint in court **within 90 days of the date you receive this Notice**. Receipt generally means the date when you (or your representative) opened this email or mail. You should **keep a record of the date you received this notice**. Once this 90-day period has passed, your right to sue based on the charge referred to in this Notice will be lost. If you intend to consult an attorney, you should do so promptly. Give your attorney a copy of this Notice, and the record of your receiving it (email or envelope).

If your lawsuit includes a claim under the Equal Pay Act (EPA), you must file your complaint in court within 2 years (3 years for willful violations) of the date you did not receive equal pay. This time limit for filing an EPA lawsuit is separate from the 90-day filing period under Title VII, the ADA, GINA, the ADEA, or the PWFA referred to above. Therefore, if you also plan to sue under Title VII, the ADA, GINA, the ADEA or the PWFA, in addition to suing on the EPA claim, your lawsuit must be filed within 90 days of this Notice and within the 2- or 3-year EPA period.

Your lawsuit may be filed in U.S. District Court or a State court of competent jurisdiction. Whether you file in Federal or State court is a matter for you to decide after talking to your attorney. You must file a "complaint" that contains a short statement of the facts of your case which shows that you are entitled to relief. Filing this Notice is not enough. For more information about filing a lawsuit, go to <https://www.eeoc.gov/employees/lawsuit.cfm>.

**ATTORNEY REPRESENTATION**

For information about locating an attorney to represent you, go to:  
<https://www.eeoc.gov/employees/lawsuit.cfm>.

In very limited circumstances, a U.S. District Court may appoint an attorney to represent individuals who demonstrate that they are financially unable to afford an attorney.

**HOW TO REQUEST YOUR CHARGE FILE AND 90-DAY TIME LIMIT FOR REQUESTS**

There are two ways to request a charge file: 1) a Freedom of Information Act (FOIA) request or 2) a "Section 83" request. You may request your charge file under either or both procedures. EEOC can generally respond to Section 83 requests more promptly than FOIA requests.

Since a lawsuit must be filed within 90 days of this notice, please submit your FOIA and/or Section 83 request for the charge file promptly to allow sufficient time for EEOC to respond and for your review.

**To make a FOIA request for your charge file**, submit your request online at <https://eeoc.arkcase.com/foia/portal/login> (this is the preferred method). You may also submit a FOIA request for your charge file by U.S. Mail by submitting a signed, written request identifying your request as a "FOIA Request" for Charge Number 471-2024-03149 to the

District Director at Michelle Eisele, 115 W. Washington St. South Tower Suite 600,  
Indianapolis, IN 46204.

**To make a Section 83 request for your charge file**, submit a signed written request stating it is a "Section 83 Request" for Charge Number 471-2024-03149 to the District Director at Michelle Eisele, 115 W. Washington St. South Tower Suite 600, Indianapolis, IN 46204.

You may request the charge file up to 90 days after receiving this Notice of Right to Sue. After the 90 days have passed, you may request the charge file only if you have filed a lawsuit in court and provide a copy of the court complaint to EEOC.

For more information on submitting FOIA requests, go to <https://www.eeoc.gov/eeoc/foia/index.cfm>.

For more information on submitted Section 83 requests, go to <https://www.eeoc.gov/foia/section-83-disclosure-information-charge-files>.



# Protecting Your Land, Preserving Our Future

## Your Role in Conserving Washtenaw County's Natural and Agricultural Landscapes

Learn about options for conserving or managing your farmland and natural areas. Following the presentation, staff from local conservation organizations will be available to discuss individual properties.



PARKS & RECREATION  
WASHTENAW  
COUNTY *Michigan*



Scan QR code using your phone's camera app to register

**Superior  
Township**

March 10th, 2025 7-8:30  
PM  
3040 N Prospect Rd  
Superior Township, MI  
48198

**RSVP appreciated:**  
[washtenawcd.org/events](http://washtenawcd.org/events)  
or 734-302-8715



February 11, 2025

Emily Dabish Yahkind, Supervisor  
Superior Charter Township  
3040 North Prospect  
Superior Township, MI 48198

**RE: Summary of Conservation Easements and other Voluntary Property Use Restrictions in Michigan.**

Dear Supervisor Yahkind,

It is my understanding that the Superior Township Board of Trustees has been requested by representative(s) of Garrett's Space to change the required Conservation Easement (CE) to a deed restriction within their Planned Community. There are substantive differences between these two approaches.

Conservation easements (CE) are voluntary contractual agreements between two parties that restrict and limit future development of a parcel, or portions of a parcel, *in perpetuity*. Under Michigan law (i.e., MCL 324.2140), CEs may be held by land trusts, local units of government, or the State of Michigan.<sup>1</sup>

CEs may be and are typically highly-tailored to the specific needs, circumstances and conditions of a parcel and its landowner(s). Like other real property easements, a CE is a right of use, not a fee simple or propriety/ownership interest in a parcel, that runs with the land not with the landowner(s). A valid, legally executed CE binds and is incumbent upon all future landowners. CE properties remain in private ownership, and do not allow public access or use, i.e., are typically intended to conserve natural resources, productive farmland, environmental features, and/or historic places/structures.

CEs differ in large part from other forms of voluntary property use restrictions (i.e., deed restrictions, covenants, and/or deed conditions) as **CEs must involve a 3rd party** who holds and enforces the terms of the CE at the subject parcel. While also typically *in perpetuity*, **these other forms of deed restrictions are self-enforced by a landowner/warranty deed holder.**

As spelled out in a CE, **it is typical for CE holders to have the right to enter the subject parcel at reasonable times and reasonable prior notice to monitor and/or enforce the terms of a CE agreement.**

Land trusts and local units of government often work cooperatively, and as such a land trust may enter early into a CE negotiations to tailor and secure the CE, and then transfer a parcel CE to the local unit of government for long-term CE monitoring, enforcement and/or occasionally forms of property maintenance.

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<sup>1</sup> MCL 324.2140 Definitions: (a) "Conservation easement" means an interest in land that provides limitation on the use of land or a body of water or requires or prohibits certain acts on or with respect to the land or body of water, whether or not the interest is stated in the form of a restriction, easement, covenant, or condition in a deed, will, or other instrument executed by or on behalf of the owner of the land or body of water or in an order of taking, which interest is appropriate to retaining or maintaining the land or body of water, including improvements on the land or body of water, predominantly in its natural, scenic, or open condition, or in an agricultural, farming, open space, or forest use, or similar use or condition.

To Superior Township Planning Commission and Board of Trustees,

We were alerted today that Garrett's Space is asking to alter the initial agreement with the Township and requesting to use a deed restriction to manage the property rather than seeking for conservation easement as originally planned. Conservative easement agreement was the major selling point for the approval for rezoning during public hearing as they discussed about the public benefit.

I believe that switching over to a deed restriction will minimize oversight from the government that enforces appropriate use of the land, which is problematic for a civilian neighbor who shares boarder with Garrett's Space and already have many concerns including safety and environmental pollution regarding this facility.

It is also alarming to hear many changes in their aspiration that has been made since rezoning was approved. Despite the promise as a non medical facility, Michigan Daily ran an article and referred to the facility as an emergency room alternative. It is reasonable to think that if an individual is looking for emergency alternatives, the patient is severely ill and will need a certain level of medical treatment. This brings safety concerns and also goes against what was promised to the public including the immediate neighbors.

Please continue to maintain what was initially promised and request Garrett's Space to search for a third party to oversee their conservation easement for their neighbors.

Thank you for your consideration.

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**CHARTER TOWNSHIP OF SUPERIOR  
WASHTENAW COUNTY, MICHIGAN  
ORDINANCE AMENDING  
DANBURY PARK MANOR TAX EXEMPTION ORDINANCE NO. 159**

**First Reading: January 21, 2025**

**Second Reading: February 18, 2025**

**WHEREAS**, this amendment was introduced on January 21, 2025.

**NOW THEREFORE, BE IT RESOLVED** that the Charter Township of Superior ordains:

**Section 1. Amendment to Add Section 159.09A.** Ordinance 159, the Charter Township of Superior Danbury Park Manor Tax Exemption Ordinance is amended by adding a new Section 159.09A. Section 159.09A shall read in its entirety as follows:

**Sec. 159.09A. Service charge constitutes a lien on property.**

The service charge shall constitute a lien on the housing project property and improvements, effective at the same times and enforceable in the same manner as general property taxes.

**Section 2. Amendment to Add Section 159.09B.** Ordinance 159, the Charter Township of Superior Danbury Park Manor Tax Exemption Ordinance is amended by adding a new Section 159.09B. Section 159.09B shall read in its entirety as follows:

**Sec. 159.09B. Collection of service charge.**

The service charge as determined by this division shall be payable in the same manner as general property taxes, except that the annual payment shall be paid on or before August 15 of each year during which the exemption is in effect. The entire tax collection procedure provided by the General Property Tax Act; (MCL 211.1 et seq.) shall be effective and utilized with respect to such payment, including, but not limited to, the provisions providing for interest and penalties on late payments, return of delinquent taxes, tax lien, and the sale of lands for delinquent taxes. In the event of a delinquency in the payment in lieu of taxes, the township shall issue a tax bill for the premises and include the required payment as a delinquent tax. In its discretion, in the event of a delinquent payment, the township may also declare a default.

**Section 3. Amendment to Add Section 159.09C.** Ordinance 159, the Charter Township of Superior Danbury Park Manor Tax Exemption Ordinance is amended by adding a new Section 159.09C. Section 159.09C shall read in its entirety as follows:

**Sec. 159.09C. Service charge lien.**

In the event Housing Development is sold, transferred, or refinanced by the Sponsor or a related entity of the Sponsor, any delinquency owed to the Township pursuant to this Ordinance shall remain in full force and effect and without further action by the Sponsor or the Township to otherwise change, alter or amend this Ordinance. Further, said delinquency shall constitute a lien on the Development until such time as the delinquency and all accrued service charges and interest are paid in full.

**Section 4. Amendment to Add Section 159.09D** Ordinance 159, the Charter Township of Superior Danbury Park Manor Tax Exemption Ordinance is amended by adding a new Section 159.09D. Section 159.09D shall read in its entirety as follows:

**Sec. 159.09D. Default.**

In addition to the remedies set forth Sections 159.09A, 159.09B and 159.09C, in the event Sponsor is more than six (6) months delinquent in paying the required annual payment, the Township may file suit in the appropriate court in Washtenaw County, Michigan to collect any and all such delinquencies a related entity of the Sponsor, any delinquency owed to the Township pursuant to this Ordinance shall remain in full force and effect and without further action by the Sponsor or the Township to otherwise change, alter or amend this Ordinance.

**Section 5. Saving Clause.**

All provisions of Ordinance 159, the Superior Charter Township Danbury Park Manor Tax Exemption Ordinance, not amended by this ordinance remain in full force and effect.

**Section 6. Publication and Effective Date.**

This Ordinance shall be published by posting in the Office of the Clerk, 3040 N. Prospect, Ypsilanti, 48198, and on the Township website - [www.superior-twp.org](http://www.superior-twp.org) - pursuant to Section 8 of the Charter Township Act, being MCL 42.8(3)(b) within thirty (30) days following the final adoption thereof. This Ordinance shall become effective upon publication All ordinances or parts of ordinances in conflict herewith are hereby repealed.

Ordinance declared adopted on February 18, 2025.

---

Emily Yahkind Dabish, Supervisor  
Superior Charter Township

**CERTIFICATE OF ADOPTION AND PUBLICATION**

I, Angela Robinson, Clerk of the Charter Township of Superior, Washtenaw County, Michigan, hereby certify that this is a true copy of an Ordinance adopted by the Superior Charter Township Board for first reading at a regular meeting held on January 21, 2025 and for final reading on February 18, 2025 and published as required by law.

---

Angela Robinson, Clerk  
Superior Charter Township



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

**RESOLUTION TO APPROVE SUPERIOR TOWNSHIP APPOINTMENTS  
TO THE BOARD OF REVIEW**

**RESOLUTION NUMBER: 2025-02**

**DATE: JANUARY 21, 2024**

APPOINTMENTS

**TO:** Superior Township Board of Trustees

**SUBJECT:** Superior Township Appointments

**Board of Review Appointments to be made effective immediately:**

James Switala; term expires January 2027

John G. MacNicol; term expires January 2027

Brian G. Clark; term expires January 2027

**NOW, THEREFORE, BE IT RESOLVED**, that the Board members are hereby duly appointed to serve on the committees, commissions, boards, and authorities of Superior Township, as outlined above, and shall undertake their respective roles with the dedication and expertise required to further the goals and responsibilities of these bodies.

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

**RESOLUTION TO APPROVE SUPERIOR TOWNSHIP APPOINTMENT  
TO THE PLANNING COMMISSION**

**RESOLUTION NUMBER: 2025-07**

**DATE: FEBRUARY 18, 2025**

PLANNING COMMISSION:

**Planning Commission Appointments to be made effective  
immediately:**

Robert Steele, Term Expires February 2028

**NOW, THEREFORE, BE IT RESOLVED**, that the board member is hereby duly appointed to serve on the committees, commissions, boards, and authorities of Superior Township, as outlined above, and shall undertake their respective role with the dedication and expertise required to further the goals and responsibilities of these bodies.

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

**RESOLUTION TO APPROVE AMENDED AGREEMENT  
BETWEEN SUPERIOR CHARTER TOWNSHIP PARKS & RECREATION  
COMMISSION AND WILLOW RUN ACRES REGARDING  
CLAYHILL COMMUNITY FARM AND GARDEN**

**RESOLUTION NUMBER: 2025-08**

**DATE: FEBRUARY 18, 2025**

**WHEREAS**, the Charter Township of Superior is a Michigan municipal corporation that provides public services to residents of the Township, especially services that support the well-being of families in the QCT; and,

**WHEREAS**, Willow Run Acres created a self-sustaining community farm (Clay Hill Farm Market), on the southeast corner of MacArthur Blvd. and Harris Rd. in the Charter Township of Superior. Clay Hill Farm Market allows people of all ages and backgrounds to grow, harvest and sell produce obtained from the land, while also allowing space for building community, and economic stability for the residents; and,

**WHEREAS**, the Township Planning Commission recommended the rezoning of the land stated in the following agreement for the purpose of the Clay Hill Farm Market; and,

**WHEREAS**, the Township Board of Trustees approved unanimously the rezoning of the land stated in the following agreement for the purpose of the Clay Hill Farm Market; and,

**WHEREAS**, on January 21, 2025, the Township approved an amendment to the lease agreement between the Township and Willow Run Acres to extend the term of the lease from ten years to fifteen years, contingent on Willow Run Acres securing grant funds for Clay Hill Community Farm and Garden; and

**WHEREAS**, the parties now desire to further amend this lease by adding language setting a deadline for securing such grant funding.

**NOW, THEREFORE, BE IT RESOLVED** that the Charter Township of Superior Board of Trustees hereby further amends the agreement between the Charter Township of Superior Parks & Recreation Commission and Willow Run Acres concerning Clay Hill Community Farm and Garden which was executed on February 3, 2025 to add the following language to the amended lease:

*In the event WRA fails to secure such an award by no later than August 1, 2025, this amendment to the lease shall be null and void and the lease term will revert to original lease term of ten (10) years.*

**RESTATED AMENDMENT TO LEASE AGREEMENT**

On October 16, 2023, the Charter Township of Superior (“Superior Township”)and Willow Run Acres, LLC (“WRA”) entered into a lease agreement for the following described real property:

**Harris Road – J-10-35-200-009**

W.D. L3325 P924 \*\*\*\*FROM 1035200007 07/22/96SU 35-5A-1A-1A COM AT NW COR SEC 35, TH S 01-47-15 E 1520.09 FT ALNGC/L HARRIS RD TO POB, TH N 88-27-45 E 233.00 FT, TH S 01-47-15 E 236.11 FT, TH N 82-44-06 W 235.95 FT, TH N 01-47-15 W 200.00 FT TO POB. PT OF NW 1/4 SEC 35, T2S-R7E. 1.17 AC.

**9045 MacArthur Blvd – J-10-35 200-004**

\*OLD SID - J 10-035-006-10 SU 35-5A-2 COM AT NW COR OF SEC, TH S 1 DEG 47' 15" E 2151.7 FT, TH S 87 DEG 56' 30" E 196.7 FT, TH N 4 DEG 40' E 60 FT TO POB, TH N 1 DEG 47' 15" W 140 FT, TH N 88 DEG 12' 45" E 280 FT, TH S 1 DEG 47' 15" E 189.93 FT, TH NWLY 284.61 FT ON ARC OF CURV-RADIUS 2230 FT-CHORD N 81 DEG 40' 36" W 284.42 FT TO POB PART NW 1/4 SEC 35 T2S R7E. 1.06 AC.

**1850 Harris Road – J-10-35-200-003**

\*OLD SID - J 10-035-006-05 SU 35-5A-1C COM AT NW CORNER SEC 5, TH S 1-47-15 E 2151.7 FT TO POB, TH S 87-56-30 E 196.7 FT, TH N 4-40 E 60 FT, TH N 1-47-15 W 213.57 FT, TH S 88-12-45 W 203.0 FT, TH SOUTH TO POB PART OF NW 1/4 SEC 35 T2S R7E 1.0 AC.

On January 21, 2025, the Township Board of Superior Township approved a resolution to amend the lease agreement by extending the lease agreement from ten (10) years to fifteen (15) years with an expiration date of October 16, 2039, contingent on WRA securing a USDA award under the cost sharing program for Clay Hill Community Farm and Garden. Also, on February 17, 2025, the Township Board approved a further amendment to the lease setting a deadline for securing such grant funding.

Therefore, the lease agreement between Superior Township and WRA is amended as follows:

1. The term of the lease, as set forth in paragraph 2 of the original lease, is amended from ten (10) years to fifteen (15) years, with an expiration date of October 16, 2039, contingent on WRA securing a USDA award under the cost sharing program for Clay Hill Community Farm and Garden
2. In the event that WRA fails to secure such an award by no later than August 1, 2025 this amendment to the lease shall be null and void and the lease term will revert to original lease term of ten (10) years.

*Signatures on following page*

**Charter Township of Superior**

**Charter Township of Superior**

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By: Emily Dabish Yahkind  
Its: Supervisor

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By: Angela Robinson  
Its: Clerk

**Charter Township of Superior  
Parks and Recreation Department**

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By: Juan Bradford  
Its: Director

**Willow Run Acres, LLC**

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By: Takuna Collins  
Its: Director/Member

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

**RESOLUTION TO APPROVE THE PURCHASE OF LAPTOPS  
FOR ELECTION PRECINCT USE**

**RESOLUTION NUMBER: 2025-09**

**DATE: FEBRUARY 18, 2025**

**WHEREAS**, the need for updated and functional laptops for election precincts use has been identified to comply with current operational and technical requirements set by the State of Michigan/Election Security Reimbursement program, ensuring the precinct operates smoothly and efficiently;

**WHEREAS**, the total cost for purchasing 5 laptops is \$3,678.20, with the requirement that the laptops meet updated specifications necessary to support precinct operations;

**WHEREAS**, the State of Michigan will reimburse up to \$1,000 per precinct, based on the amount spent, for a total reimbursement of up to \$5,000, to help offset the total cost of the laptops;

**NOW, THEREFORE, BE IT RESOLVED** that the Charter Township of Superior authorizes the purchase of 5 laptops totaling \$3,678.20 to meet the updated operational and technical requirements for election precinct use, ensuring the precinct runs efficiently;

**BE IT FURTHER RESOLVED** that the Charter Township of Superior requests reimbursement from the State of Michigan of up to \$1,000 per precinct, based on the amount spent, for a total reimbursement of up to \$5,000, to offset the cost of the laptops.



## **Agenda Item: Authorization for the Purchase of Laptops for Precinct Use**

### **Purpose:**

To seek approval for the purchase of 5 laptops for election precincts use in compliance with the updated operational and technical requirements set by the State of Michigan.

### **Background:**

The State of Michigan has established updated technical requirements for precincts to ensure smooth and efficient operations. To meet these requirements, 5 laptops need to be purchased at a total cost of \$3,678.20. The State will reimburse up to \$1,000 per precinct, based on the amount spent, for a total reimbursement of up to \$5,000, which will offset the cost of the laptops.

### **Recommendation:**

It is recommended that the Charter Township of Superior approve the purchase of 5 laptops totaling \$3,678.20 and authorize the request for reimbursement from the State of Michigan of up to \$1,000 per precinct, based on the amount spent, for a total reimbursement of up to \$5,000.



**From:** Holly.Mcwilliams@Dell.com <Holly.Mcwilliams@Dell.com>  
**Sent:** Tuesday, January 21, 2025 8:15 AM  
**To:** Angela Robinson <arobinson@superior-twp.org>  
**Subject:** Your Dell Quote 3000185087011.1



## Your quote is ready for purchase.

Complete the purchase of your personalized quote through our secure online checkout before the quote expires on **Feb. 20, 2025**.

You can download a copy of this quote during checkout.

### Place your order

<b>Quote No.</b>	<b>3000185087011.1</b>	Sales Rep	Holly Mcwilliams
<b>Total</b>	<b>\$3,678.20</b>	Phone	737-289-0160
Customer #	530038509152	Email	Holly_Mcwilliams@Dell.com
Quoted On	Jan. 21, 2025	<b>Billing To</b>	ANGELA ROBINSON
Expires by	Feb. 20, 2025		CHARTER TOWNSHIP AT SUPERIOR
Contract Name	State of Michigan - 071B6600111		3040 N PROSPECT RD
Contract Code	C000000009850		YPSILANTI, MI 48198-9447
Customer Agreement #	071B6600111		
Deal ID	25814942		

#### Message from your Sales Rep

Please use the Order button to securely place the order with your preferred payment method online. You may contact your Dell sales team if you have any questions. Thank you for shopping with Dell.

Regards,  
Holly Mcwilliams

Product	Unit Price	Quantity	Subtotal
Dell Latitude 3550	\$694.00	5	\$3,470.00
	<b>Subtotal:</b>		<b>\$3,470.00</b>
	<b>Shipping:</b>		<b>\$0.00</b>
	<b>Estimated Tax:</b>		<b>\$208.20</b>
	<b>Total:</b>		<b>\$3,678.20</b>

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

**RESOLUTION TO APPROVE THE AGREEMENT FOR RENTAL HOUSING  
CERTIFICATION CONSULTING SERVICE**

**RESOLUTION NUMBER: 2025-10**

**DATE: FEBRUARY 18, 2025**

**WHEREAS**, this agreement is entered into this 18th day of February 2025, by the **Superior Charter Township** hereinafter referred to as the “Client” and **Carlisle/Wortman Associates, Inc.** hereinafter referred to as the “Consultant.”

**WHEREAS**, The Client desires to engage the Consultant to provide assistance with rental housing certification services.

**NOW, THEREFORE, BE IT RESOLVED** in consideration of the foregoing, and of the mutual agreement hereinafter set forth, the parties hereto legally intending to be bound hereby do agree for themselves and their respective successors and assigns as follows:

**SECTION 1.0 - RENTAL HOUSING CERTIFICATION CONSULTING SERVICES**

The Consultant for its part agrees to provide services in accordance with the items listed in **Exhibit A - Scope of Services** attached hereto and other provisions of this Agreement.

**SECTION 2.0 - REPRESENTATION AND COMMUNICATIONS**

It is understood and agreed that **Ben Carlisle** and **Brent Strong** will represent the Consultant and that **Emily Dabish Yahkind** will represent the Client in all matters pertaining to the execution of this Agreement. From time to time, the Parties may identify other or additional personnel to assist in the execution of matters pertaining to this Agreement.

**SECTION 3.0 - PAYMENT FOR SERVICES**

- 3.1** For services described under this agreement and Exhibit A - Scope of Services, the Consultant shall be paid in accordance with the rate schedule and fees listed in **Exhibit B – Rates & Fees**.
- 3.2** The Consultant shall present the Client an invoice each month based on work performed in the previous month. Invoices shall be paid within thirty (30) days after receipt by the Client.

## **SECTION 4.0 - CLIENT RESPONSIBILITY**

---

The Client shall be responsible to maintain its BS&A Bldg.NET software program (or an acceptable alternative), provide a suitable work space, and provide necessary supplies and postage for program mailings for the Consultant's use to administer the Scope of Services.

## **SECTION 5.0 - OWNERSHIP OF MATERIALS**

---

- 5.1** Any work product, materials, and documents produced by the Consultant pursuant to this Agreement shall be and remain property of the Client and shall not be made subject to any copyright unless authorized by the Client. The Consultant hereby assigns to the Client the copyright to all works prepared, developed, or created pursuant to the services outlined in this Agreement, including the rights to: (1) reproduce the work; (2) prepare derivative works; (3) distribute copies to the public by sale, rental, lease, or lending; (4) perform the works publicly; and (5) to display the work publicly. The Consultant waives its right to claim authorship of the works, to prevent its name from being used in connection with the works, and to prevent distortion of the works.
- 5.2** Other materials, methodology and proprietary work used or provided by the Consultant to The Client not specifically created and delivered pursuant to the Services outlined in this Agreement may be protected by a copyright held by the Consultant and the Consultant reserves all rights granted to it by any copyright. The Client shall not reproduce, sell, or otherwise make copies of any copyrighted material, subject to the following exceptions: (1) for exclusive use internally by The Client staff and/or employees; or (2) pursuant to a request under the Michigan Freedom of Information Act, MCL 15,231, *et seq.*, or any other state or federal open records act, to the extent that such statutes apply; or (3) pursuant to law, regulations, or court order. The Consultant waives any right to prevent its name from being used in connection with the services.
- 5.3** The Consultant will be provided with a copy of the the Client's Freedom of Information Act ("FOIA") policy. The Client is responsible for responses to FOIA requests, and the Consultant shall not directly respond to any third parties regarding any received FOIA requests. Upon receipt of a FOIA request, the Consultant shall immediately give that request to the the Client Clerk. The Consultant shall provide specific information requested by the Client for response to the FOIA request by the date and time requested by the the Client Clerk or in a specific format if so requested by the the Client Clerk.
- 5.4** If the Consultant receives a claim for damages, a summons or complaint, a subpoena or other document concerning a request for money damages, a threat of a lawsuit, or any court action proceeding, the Consultant shall immediately hand deliver these documents to the the Client Clerk.
- 5.5** In the event of litigation, the Client acknowledges that the Consultant can only produce information or materials requested at any point in the litigation process with

authorization from the the Client Attorney, or designated Legal Counsel. The Client agrees to defend the Consultant against any and all claims when the Consultant is operating under the direction of the the Client Attorney, or other designated Legal Counsel, regarding such matters.

## **SECTION 6.0 - INSURANCE AND LIMITATION OF LIABILITY**

---

- 6.1** During the term of this agreement, the Consultant agrees to procure and maintain in effect insurance policies in the amounts and with the types of coverage shown below:
1. Professional liability insurance protecting the Consultant and its employees in an amount not less than \$2,000,000.
  2. Workers Compensation Insurance in the form and amount required by Michigan law.
  3. Commercial General Liability Insurance on an “Occurrence Basis” with limits of liability not less than \$2,000,000 per occurrence and/or aggregate combined single limit, Personal Injury, Bodily Injury and Property Damage.
- 6.2** The Client and the Consultant shall have no liability to each other for any claim relating to this agreement in excess of the fees and expenses paid to the Consultant except pursuant to indemnification obligations concerning third party claims under Section 7.0. In no event shall the Client and the Consultant be liable to each other for indirect, special, incidental, or consequential damages, even if the Client and the Consultant have been advised of the possibility of such damages. Except as otherwise specifically provided in this agreement, neither party’s liability to the other party under this Agreement shall exceed the total amounts paid or payable by the Client under this Agreement.

## **SECTION 7.0 - INDEMNIFICATION**

---

The Consultant agrees, to the fullest extent permitted by law, to indemnify and hold the Client harmless from damages and losses arising from the negligent acts, errors or omissions of the Consultant in the performance of professional services under this Agreement, to the extent that the Consultant is responsible for such damages and losses on a comparative basis of fault and responsibility between the Consultant and the Client. The Consultant is not obligated to indemnify the Client for the Client's own negligence.

## **SECTION 8.0 - TERMS OF AGREEMENT**

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The term of this Agreement shall be for a period of approximately **three (3) years** from the date first entered into **through December 31, 2027**, unless mutually extended. In the event services

continue to be provided beyond the expiration date, all rates and fees shall be adjusted five-percent (5%) unless otherwise mutually agreed upon by the parties.

This Agreement may be terminated by either the Client or Consultant individually or jointly upon sixty (60) days written notice. Compensation during the notice period would be paid by the Client to the Consultant if services are faithfully rendered to the Client.

## **SECTION 9.0 – GENERAL PROVISIONS**

---

- 9.1 The Exhibits attached to and referenced in this Agreement are incorporated into this Agreement by reference and expressly made an integral and component part of this Agreement for all purposes and shall be binding upon the Parties. References to any Exhibit in this Agreement shall be deemed to include this reference and incorporation.
- 9.2 Any notice under this Agreement shall be addressed and directed to the representatives of the Parties identified in Section 2.0.
- 9.3 The headings contained in this Agreement are for convenience in reference and are not intended to define or limit the scope of any provision of this Agreement.
- 9.4 This Agreement is intended solely for the mutual benefit of the Parties hereto, and there is no intention, expressed or otherwise, to create any rights or interest for any party or person other than the Parties.
- 9.5 CWA shall perform the services under this Agreement as an independent contractor and shall not be deemed by virtue of this Agreement to have entered into any partnership, joint venture, employer/employee or other relationship with the Client other than as a contracting party and independent contractor. Employees of CWA shall not be deemed to be employees of the Client for purposes of compensation, fringe benefits, workers' compensation, unemployment compensation, minimum wage laws, income tax withholding, social security, or any other purpose.
- 9.6 CWA will not discriminate against any employee or applicant for employment because of race, color, religion, sex or national origin. CWA will take affirmative action to ensure applicants are employed, and employees are treated during employment without regard to their race, color, religion, sex or national origin. Such action shall include, but not be limited to the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.
- 9.7 Nothing in this Agreement shall be construed to waive, limit, or otherwise modify any governmental immunity that may be available by law to the Client, its officials, employees, contractors, agents, volunteers, or any other person acting on behalf of the

Client and, in particular, governmental immunity afforded or available pursuant to the Michigan Governmental Immunity Act, MCL 691.1401, *et. seq.*

- 9.8 This Agreement constitutes the entire agreement between the Parties, and all prior discussion, agreements and understandings, whether verbal or in writing, are merged into this Agreement.
- 9.9 If any section, subsection, clause, phrase or portion of this Agreement is for any reason held invalid, unlawful, or unconstitutional by any court of competent jurisdiction, that portion shall be considered a separate, distinct and independent portion of this Agreement, and the remaining portions of this Agreement shall remain in full force and effect.





**AGREEMENT FOR RENTAL HOUSING CERTIFICATION  
CONSULTING SERVICES**

**THIS AGREEMENT**, entered into this \_\_\_\_\_ day of \_\_\_\_\_ 2025, by the **Superior Charter Township** hereinafter referred to as the “Client” and **Carlisle/Wortman Associates, Inc.** hereinafter referred to as the “Consultant.”

**WHEREAS**, The Client desires to engage the Consultant to provide assistance with rental housing certification services.

**NOW, THEREFORE**, In consideration of the foregoing, and of the mutual agreement hereinafter set forth, the parties hereto legally intending to be bound hereby do agree for themselves and their respective successors and assigns as follows:

**SECTION 1.0 - RENTAL HOUSING CERTIFICATION CONSULTING SERVICES**

---

The Consultant for its part agrees to provide services in accordance with the items listed in **Exhibit A - Scope of Services** attached hereto and other provisions of this Agreement.

**SECTION 2.0 - REPRESENTATION AND COMMUNICATIONS**

---

It is understood and agreed that **Ben Carlisle** and **Brent Strong** will represent the Consultant and that **Emily Dabish Yahkind** will represent the Client in all matters pertaining to the execution of this Agreement. From time to time, the Parties may identify other or additional personnel to assist in the execution of matters pertaining to this Agreement.

**SECTION 3.0 - PAYMENT FOR SERVICES**

---

- 3.1** For services described under this agreement and Exhibit A - Scope of Services, the Consultant shall be paid in accordance with the rate schedule and fees listed in **Exhibit B – Rates & Fees**.
- 3.2** The Consultant shall present the Client an invoice each month based on work performed in the previous month. Invoices shall be paid within thirty (30) days after receipt by the Client.

## **SECTION 4.0 - CLIENT RESPONSIBILITY**

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The Client shall be responsible to maintain its BS&A Bldg.NET software program (or an acceptable alternative), provide a suitable work space, and provide necessary supplies and postage for program mailings for the Consultant's use to administer the Scope of Services.

## **SECTION 5.0 - OWNERSHIP OF MATERIALS**

---

- 5.1** Any work product, materials, and documents produced by the Consultant pursuant to this Agreement shall be and remain property of the Client and shall not be made subject to any copyright unless authorized by the Client. The Consultant hereby assigns to the Client the copyright to all works prepared, developed, or created pursuant to the services outlined in this Agreement, including the rights to: (1) reproduce the work; (2) prepare derivative works; (3) distribute copies to the public by sale, rental, lease, or lending; (4) perform the works publicly; and (5) to display the work publicly. The Consultant waives its right to claim authorship of the works, to prevent its name from being used in connection with the works, and to prevent distortion of the works.
- 5.2** Other materials, methodology and proprietary work used or provided by the Consultant to The Client not specifically created and delivered pursuant to the Services outlined in this Agreement may be protected by a copyright held by the Consultant and the Consultant reserves all rights granted to it by any copyright. The Client shall not reproduce, sell, or otherwise make copies of any copyrighted material, subject to the following exceptions: (1) for exclusive use internally by The Client staff and/or employees; or (2) pursuant to a request under the Michigan Freedom of Information Act, MCL 15,231, *et seq.*, or any other state or federal open records act, to the extent that such statutes apply; or (3) pursuant to law, regulations, or court order. The Consultant waives any right to prevent its name from being used in connection with the services.
- 5.3** The Consultant will be provided with a copy of the the Client's Freedom of Information Act ("FOIA") policy. The Client is responsible for responses to FOIA requests, and the Consultant shall not directly respond to any third parties regarding any received FOIA requests. Upon receipt of a FOIA request, the Consultant shall immediately give that request to the the Client Clerk. The Consultant shall provide specific information requested by the Client for response to the FOIA request by the date and time requested by the the Client Clerk or in a specific format if so requested by the the Client Clerk.
- 5.4** If the Consultant receives a claim for damages, a summons or complaint, a subpoena or other document concerning a request for money damages, a threat of a lawsuit, or any court action proceeding, the Consultant shall immediately hand deliver these documents to the the Client Clerk.
- 5.5** In the event of litigation, the Client acknowledges that the Consultant can only produce information or materials requested at any point in the litigation process with

authorization from the the Client Attorney, or designated Legal Counsel. The Client agrees to defend the Consultant against any and all claims when the Consultant is operating under the direction of the the Client Attorney, or other designated Legal Counsel, regarding such matters.

## **SECTION 6.0 - INSURANCE AND LIMITATION OF LIABILITY**

---

- 6.1** During the term of this agreement, the Consultant agrees to procure and maintain in effect insurance policies in the amounts and with the types of coverage shown below:
1. Professional liability insurance protecting the Consultant and its employees in an amount not less than \$2,000,000.
  2. Workers Compensation Insurance in the form and amount required by Michigan law.
  3. Commercial General Liability Insurance on an "Occurrence Basis" with limits of liability not less than \$2,000,000 per occurrence and/or aggregate combined single limit, Personal Injury, Bodily Injury and Property Damage.
- 6.2** The Client and the Consultant shall have no liability to each other for any claim relating to this agreement in excess of the fees and expenses paid to the Consultant except pursuant to indemnification obligations concerning third party claims under Section 7.0. In no event shall the Client and the Consultant be liable to each other for indirect, special, incidental, or consequential damages, even if the Client and the Consultant have been advised of the possibility of such damages. Except as otherwise specifically provided in this agreement, neither party's liability to the other party under this Agreement shall exceed the total amounts paid or payable by the Client under this Agreement.

## **SECTION 7.0 - INDEMNIFICATION**

---

The Consultant agrees, to the fullest extent permitted by law, to indemnify and hold the Client harmless from damages and losses arising from the negligent acts, errors or omissions of the Consultant in the performance of professional services under this Agreement, to the extent that the Consultant is responsible for such damages and losses on a comparative basis of fault and responsibility between the Consultant and the Client. The Consultant is not obligated to indemnify the Client for the Client's own negligence.

## **SECTION 8.0 - TERMS OF AGREEMENT**

---

The term of this Agreement shall be for a period of approximately **three (3) years** from the date first entered into **through December 31, 2027**, unless mutually extended. In the event services

continue to be provided beyond the expiration date, all rates and fees shall be adjusted five-percent (5%) unless otherwise mutually agreed upon by the parties.

This Agreement may be terminated by either the Client or Consultant individually or jointly upon sixty (60) days written notice. Compensation during the notice period would be paid by the Client to the Consultant if services are faithfully rendered to the Client.

## **SECTION 9.0 – GENERAL PROVISIONS**

---

- 9.1 The Exhibits attached to and referenced in this Agreement are incorporated into this Agreement by reference and expressly made an integral and component part of this Agreement for all purposes and shall be binding upon the Parties. References to any Exhibit in this Agreement shall be deemed to include this reference and incorporation.
- 9.2 Any notice under this Agreement shall be addressed and directed to the representatives of the Parties identified in Section 2.0.
- 9.3 The headings contained in this Agreement are for convenience in reference and are not intended to define or limit the scope of any provision of this Agreement.
- 9.4 This Agreement is intended solely for the mutual benefit of the Parties hereto, and there is no intention, expressed or otherwise, to create any rights or interest for any party or person other than the Parties.
- 9.5 CWA shall perform the services under this Agreement as an independent contractor and shall not be deemed by virtue of this Agreement to have entered into any partnership, joint venture, employer/employee or other relationship with the Client other than as a contracting party and independent contractor. Employees of CWA shall not be deemed to be employees of the Client for purposes of compensation, fringe benefits, workers' compensation, unemployment compensation, minimum wage laws, income tax withholding, social security, or any other purpose.
- 9.6 CWA will not discriminate against any employee or applicant for employment because of race, color, religion, sex or national origin. CWA will take affirmative action to ensure applicants are employed, and employees are treated during employment without regard to their race, color, religion, sex or national origin. Such action shall include, but not be limited to the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.
- 9.7 Nothing in this Agreement shall be construed to waive, limit, or otherwise modify any governmental immunity that may be available by law to the Client, its officials, employees, contractors, agents, volunteers, or any other person acting on behalf of the

Client and, in particular, governmental immunity afforded or available pursuant to the Michigan Governmental Immunity Act, MCL 691.1401, *et. seq.*

- 9.8 This Agreement constitutes the entire agreement between the Parties, and all prior discussion, agreements and understandings, whether verbal or in writing, are merged into this Agreement.
- 9.9 If any section, subsection, clause, phrase or portion of this Agreement is for any reason held invalid, unlawful, or unconstitutional by any court of competent jurisdiction, that portion shall be considered a separate, distinct and independent portion of this Agreement, and the remaining portions of this Agreement shall remain in full force and effect.

**IN WITNESS WHEREOF**, The Consultant and the Client execute this Agreement as of the date first set forth in this Agreement.

**WITNESS**

**CLIENT**

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**Emily Dabish Yahkind**  
Township Supervisor

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**Angela Robinson**  
Township Clerk

**CONSULTANT**

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**Benjamin R. Carlisle, AICP**  
President  
Carlisle/Wortman Associates, Inc.

## **EXHIBIT A SCOPE OF SERVICES**

CWA agrees to coordinate with the Client and provide professional rental housing certification services as described in the Agreement and Scope of Work below. The Client retains the right to make changes within the general scope of the agreement at any time by a written order. If the changes add to or deduct from the extent of the services, the contract sum shall be adjusted accordingly. All such changes shall be executed under the conditions of the original agreement. Phase I of the Scope of Work shall include the following:

### **1. Ordinance Development**

- a) Deliver a draft rental housing certification ordinance for first reading consideration by the Board of Trustees to replace, in its entirety, Ordinance No. 106 entitled, "Inspections of Multiple Dwellings." The ordinance will establish the core regulatory process and inspection standards for equitable administration of a Rental Housing Certification program. The ordinance will be inclusive of all types of rental housing, not only multiple dwellings, with clear and achievable expectations for landlords and tenants alike.
- b) Deliver a final rental housing certification ordinance that incorporates revisions derived from Board and public input for second reading consideration and adoption.
- c) In conjunction with the second reading, CWA will present a recommended Township fee schedule that will fund the ongoing operation of a rental housing certification program operated by CWA pursuant to this Agreement with no burden on the Township's general fund.
- d) CWA will present a study of market rate rents in Superior Township and will estimate landlord compliance costs based upon the Township fee schedule recommended for adoption.
- e) CWA will present draft and final versions of an ordinance amendment to Ordinance No. 191 to upgrade the Township's current 2015 property maintenance code with the 2021 edition of the International Property Maintenance Code customized to meet Superior Township's needs. The code will establish maintenance standards for use during rental inspections and can also be applied to general blight enforcement as necessary.
- f) Ordinance development and adoption shall commence upon acceptance and authorization of this proposal in its entirety, and will be dependent upon two readings by the Board of Trustees which will be achieved within two consecutive regular board meetings (generally within 60 days).

## **2. Program Implementation & Ongoing Operation**

Following ordinance and fee schedule adoption, the second phase is designed to register known rental properties, identify and register previously unknown rental properties, schedule inspection appointments in a strategic manner, conduct inspections, and certify rental dwellings for continued occupancy. Phase II of the Scope of Work shall include the following:

- a)** Host an educational seminar for landlords to introduce new regulations and provide educational resources to assist with successful certification of properties.
- b)** Develop application forms that report all necessary information to facilitate rental property registration, inspection, and certification.
- c)** Develop and post online resources on the Client's website to assist landlords and tenants.
- d)** Help program the Township's existing BS&A Bldg.NET software to facilitate registration, invoicing, inspection, and certification of rental properties.
- e)** Invoice, collect and process rental registration forms and fees.
- f)** Strategically schedule and invoice rental inspections by appointment at the Township's discretion in order to certify all registered properties within the designated certification time frame in alignment with requirements of the Housing Law of Michigan.
- g)** Conduct inspections, issue inspection reports detailing code deficiencies and repairs, and conduct re-inspections to verify compliance as necessary.
- h)** Issue district court citations, when necessary, in order to achieve code compliance; and recommend circuit court action, when necessary, to achieve code compliance.
- i)** Issue Certificates of Compliance when code requirements are met.
- j)** Notify landlords prior to certificate expiration and repeat the inspection process for each certification cycle, typically every 24 months.
- k)** Respond and investigate tenant complaints of property maintenance deficiencies as required by the Housing Law of Michigan.
- l)** Maintain a public registry of registered rental housing properties.



- m)** Program implementation shall commence within 14 days of final adoption of all associated ordinances and fee schedules.
- 3.** Administrative and inspection staff performing services under this Agreement shall be trained and experienced in rental housing certification processes, property maintenance code enforcement, and customer service orientation.
  - 4.** The Parties mutually agree that CWA's and its employees' actions reflect on the reputation of the Township. It is imperative to the Township that CWA and its employees treat Township employees and the public with the utmost fairness and respect.
  - 5.** The quality of services under this Agreement shall be of the level of professional quality performed by persons trained and regularly rendering this type of service.
  - 6.** CWA and its employees shall perform the services under this Agreement in compliance with all applicable laws, ordinances, standards, and regulations.
  - 7.** Access to Client facilities by CWA and its employees assigned to the Township shall be limited to the normal business hours of the Township except under circumstances with prior permission granted by the Township Supervisor.
  - 8.** CWA shall make available registered and trained staff capable of filling in for regular staff when illness, emergency or vacation require an absence of the regular staff.

## EXHIBIT B RATES AND FEES

The Consultant shall charge the Client for the Scope of Services described in **Exhibit A** pursuant to the following rate schedule:

<b>REGISTRATION FEES (one-time fee per property ownership)</b>		
SINGLE FAMILY HOUSES	\$75	Single family & owner-occupied duplex
DUPLEX 2-FAMILY HOUSES	\$100	Duplex structure with two rental units
MULTIFAMILY BUILDINGS	\$125	Per building with 3 or more units each

<b>INSPECTION FEES</b>		
<b><u>SINGLE FAMILY</u></b>		
Inspection	\$125	Interior & Exterior
<b><u>DUPLEX / 2-FAMILY</u></b>		
Inspection	\$70	Exterior Bldg & Grounds
	\$70	Interior per Dwelling Unit
<b><u>MULTIFAMILY</u></b>		
Inspection	\$125	Each Bldg Exterior & Grounds
	\$75	Each Dwelling Unit
	\$75	Each Accessory Facility (mechanical, laundry, boiler, pool/recreation, storage, office, etc)
<b><u>ALL STRUCTURES</u></b>		
Re-Inspection	\$60	Each Compliance Verification Visit
Property Posting	\$50	Non-Compliance Notice Posting
Owner/Agent Transfer	\$30	Per Structure
Late Cancellation (< 72 hrs notice)	\$25	*(one per cycle at no cost)
Inspection No Show/Lock Out	→	Equal to Scheduled Inspection Fee
Complaint Response/Inspection	\$75	Billed to Tenant If No Code Violation(s) Verified
	\$75	Billed to Owner if Code Violation(s) Verified
Failure to Register Penalty	\$125	Per Structure + Required Inspection Fees
Administrative Inspection Warrant	\$250	Per Dwelling Unit + Required Inspection Fees

*Note: Fees for Phase I Scope of Work entitled Ordinance Development shall be deferred upon acceptance and authorization of this Agreement in its entirety.*

**Meeting Attendance** – For attendance at any scheduled meetings in accordance with the services rendered in this Agreement, above and beyond meetings described in the attached Scope of Work, the Consultant shall charge the following hourly rates:

- CES Director/Principal           \$130/hr
- Operations Manager           \$120/hr
- Housing Administrator       \$ 65/hr
- Housing Inspector           \$ 80/hr

Meetings between CWA staff assigned to this Agreement and Township staff and officials that occur during regularly scheduled CWA staff business hours shall not be charged a fee.



**Carlisle | Wortman**  
ASSOCIATES, INC.

117 NORTH FIRST STREET SUITE 70 ANN ARBOR, MI 48104 734.662.2200 734.662.1935 FAX

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February 10, 2025

Emily Dabish Yahkind, Supervisor  
Superior Charter Township  
N. Prospect Rd  
Ypsilanti, MI 48198

**Proposal: Rental Housing Certification Program Development & Implementation**

Transmitted by email only to: [edy@superior-twp.org](mailto:edy@superior-twp.org)

Dear Emily,

Carlisle Wortman Associates (CWA) is pleased to provide the Township with this proposal for development and implementation of a comprehensive and equitable Rental Housing Certification program. CWA recommends a phased approach in alignment with the House Law of Michigan. CWA has extensive experience working with elected leaders, building officials and municipal attorneys to develop, implement, and administer a program that meets the unique needs of Superior Township. This proposal facilitates a budget-neutral two-phase strategy to develop and implement rental housing certification requirements that are completely funded by user fees.

Upon authorization of this proposal, CWA will:

**Phase I – Scope of Work: Ordinance Development**

1. Deliver a draft rental housing certification ordinance for first reading consideration by the Board of Trustees. The ordinance will establish the core regulatory process and inspection standards for equitable administration of a Rental Housing Certification program. The ordinance will be inclusive of all types of rental housing with clear and achievable expectations for landlords and tenants alike.
2. Deliver a final ordinance that incorporates revisions derived from Board and public input for second reading consideration and adoption.

Benjamin R. Carlisle, *President* John L. Enos, *Vice President* Douglas J. Lewan, *Principal*  
David Scurto, *Principal* Sally M. Elmiger, *Principal* R. Donald Wortman, *Principal* Craig Strong, *Principal*  
Paul Montagno, *Principal* Megan Masson-Minock, *Principal* Laura Kreps, *Principal* Brent Strong, *Principal*  
Richard K. Carlisle, *Past President/Senior Principal*

3. In conjunction with the second reading, CWA will present a recommended Township fee schedule that will fund ongoing operation of a rental housing certification program with no burden on the Township's general fund.
4. CWA will present a study of market rate rents in Superior Township and will estimate landlord compliance costs based upon the Township fee schedule recommended for adoption.
5. In addition, CWA will present draft and final versions of an ordinance amendment to upgrade the Township's current 2015 property maintenance code with the 2021 edition of the International Property Maintenance Code customized to meet Superior Township's needs. The code will establish maintenance standards for use during rental inspections and can also be applied to general blight enforcement as necessary.
6. Ordinance development and adoption shall commence upon acceptance and authorization of this proposal in its entirety, and will be dependent upon two readings by the Board of Trustees which will be achieved within two consecutive regular board meetings (generally within 60 days).

### **Phase II – Scope of Work: Program Implementation**

Following completion of Phase I, the second phase is designed to register known rental properties, identify and register previously unknown rental properties, schedule inspection appointments in a strategic manner, conduct inspections, and certify rental dwellings for continued occupancy. Elements of Phase II will include:

1. Host an educational seminar for landlords to introduce new regulations and provide educational resources to assist with successful certification of properties.
2. Develop application forms that report all necessary information to facilitate rental property registration, inspection, and certification.
3. Develop and post online resources to assist landlords and tenants.
4. Program the Township's existing BS&A Bldg.NET software to facilitate registration, invoicing, inspection, and certification of rental properties.
5. Invoice, collect and process rental registration forms and fees.

6. Strategically schedule rental inspections by appointment at the township's discretion in order to certify all registered properties within the designated certification time frame in alignment with requirements of the Housing Law of Michigan.
7. Conduct inspections, issue inspection reports detailing code deficiencies and repairs, and conduct re-inspections to verify compliance as necessary.
8. Issue district court citations, when necessary, in order to achieve code compliance; and recommend circuit court action, when necessary, to achieve code compliance.
9. Issue Certificates of Compliance when code requirements are met.
10. Notify landlords prior to certificate expiration and repeat the process to completion for each certification cycle.
11. Respond and investigate tenant complaints of property maintenance deficiencies as required by the Housing Law of Michigan.
12. Maintain a public registry of registered rental housing properties.
13. Program implementation shall commence within 14 days of final adoption of all associated ordinances and fee schedules.

### **Phase I Fees**

The fees for **Phase I** ordinance development shall be deferred and incorporated into the overall implementation strategy upon acceptance and authorization of this proposal and the accompanying contract agreement. The Phase I Scope of Work shall include up to two (2) evening meetings to facilitate ordinance adoption. Additional consultation not included in the Scope of Work will be charged on an hourly basis at the Township's discretion.

### **Phase II Fees**

Upon completion of the Phase I Scope of Work, CWA will implement and administer ongoing rental housing certification services in Superior Charter Township pursuant to the **Phase II Scope of Work** and fees outlined in the accompanying contractual agreement. Phase II fees shall be in alignment with the municipal fee schedule adopted by the Township so as to ensure

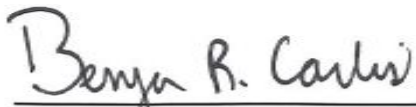
the program is operated with no burden on the Township's general fund and that fees are representative of costs required to provide services.

**Summary**

CWA currently administers similar programs in municipalities in Washtenaw, Livingston, and Wayne counties. Our staff has extensive administrative and field experience working with landlords to achieve code compliance, responding to tenant complaints about property conditions, and coordinating with building officials to ensure all legally required building and trade permits are obtained for necessary repairs.

Thank you very much for this opportunity to help improve the quality of rental housing for the residents of Superior Township. We look forward to working with your office and the Township Board of Trustees for the benefit of your residents.

Sincerely,



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**CARLISLE WORTMAN ASSOC., INC**  
Benjamin R. Carlisle, AICP, LEED AP  
President

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Emily Dabish Yahkind, Supervisor  
Superior Charter Township



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**Carlisle Wortman Associates, Inc.**  
Michael J. Radzik  
Operations Manager



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

**RESOLUTION TO PERMIT THE MICHIGAN DEPARTMENT OF NATURAL  
RESOURCES (MDNR) TO PROCEED WITH A PUBLIC HEARING AND INVESTIGATE  
THE NEED FOR PRESCRIBED HUNTING AND FIREARM CONTROLS IN SUPERIOR  
TOWNSHIP**

**RESOLUTION NUMBER: 2025-11**

**DATE: FEBRUARY 18, 2025**

**WHEREAS**, Superior Charter Township has an existing Hunting Restrictive Ordinance No. 28 (as amended by Ordinance No. 40) that describes areas closed to hunting, special local regulations for hunting, and to provide for the safety of persons and property within the Township of Superior, Washtenaw County; and

**WHEREAS**, the Township's existing Hunting Restrictive Ordinance No. 28 (as amended by Ordinance No. 40) was enacted under the authority of the Hunting Area Control Act 159 of 1967 (M.C.L 317.331); and

**WHEREAS**, the Hunting Area Control Act 159 of 1967 (M.C.L. 317.331-317.336) was repealed in 1995, by Act 57, Imd. Eff. May 24, 1995; and

**WHEREAS**, the Superior Township Board of Trustees is concerned about the safety and well-being of persons or property that may potentially be endangered by hunters or discharge of firearms or bow and arrows; and

**WHEREAS**, for a Superior Township to establish or amend current hunting area controls, it must follow the process outlined in the state Natural Resources and Environmental Protection Act (NREPA) Act 451 of 1994 (MCL 324.101 et seq); and

**WHEREAS**, the Superior Township Board of Trustees may by resolution request the Michigan Department of Natural Resources (MDNR) to recommend closure of those areas where hunting or the discharge of firearms or bow and arrow may or is likely to kill, injure, or disturb persons who can reasonably be expected to be present in the areas or to destroy or damage buildings or personal property situated or customarily situated in the areas or will impair the general safety and welfare; and

**WHEREAS**, the Superior Township Board of Trustees desires to initiate passing a resolution requesting the MDNR to conduct a public hearing locally to receive input, followed by an investigation of the need for prescribed hunting and firearm controls or amending current controls; and

**NOW, THEREFORE, BE IT RESOLVED** that the Superior Township Board of Trustees approves to transmit this resolution to the MDNR to conduct a public hearing to receive input; investigate the need for prescribed hunting and firearm controls, and; to develop recommendations for prescribed hunting or firearms controls in accordance with the NREPA Act 451 of 1994 (MCL 324.101 et seq).

## MEMO

TO: Superior Charter Township Board of Trustees

FROM: Diane Mulville-Friel, Planning & Zoning Administrator

RE: RESOLUTION TO PERMIT THE MICHIGAN DEPARTMENT OF NATURAL RESOURCES (MDNR) TO PROCEED WITH A PUBLIC HEARING AND INVESTIGATE THE NEED FOR PRESCRIBED HUNTING AND FIREARM CONTROLS IN SUPERIOR TOWNSHIP.

DATE: February 10, 2025

### **Background**

Lt. Cratsenburg, Washtenaw County Sherrif reached out to the Township Supervisor regarding complaints received about hunting and indicated that the map of hunting restrictive areas included in the Township's existing Hunting Restrictive Ordinance may not reflect some of the more recent subdivision developments.

Township Supervisor Emily Dabish Yahkind asked Carlisle Wortman Associates (CWA) to determine whether the existing [Hunting Restrictive Ordinance No. 28 \(as amended by No. 40\)](#) needed to be updated.

CWA contacted the Michigan Department of Natural Resources (MDNR) to explain that Superior Township is considering revising the Township's Hunting Restrictive Ordinance.

F/Lt. Thomas R. Wanless, MDNR Law Enforcement Division, responded to CWA's request with procedures that a local unit of government must undertake to establish or amend current hunting area controls (local ordinances). Such procedures are codified under state statute [MCL - 451-1994-III-2-1-SHOOTING-AND-HUNTING-GROUNDS-419 - Michigan Legislature](#). The process requires the MDNR to proceed with public hearings, investigations and studies to be made of the area as it considers appropriate and then make a statement of the facts of the situation as found at the hearing and as a result of its investigations. The MDNR shall then prescribe regulations as are necessary to alleviate or correct the problems found.

### **Recommended Action**

The Board of Trustees should approve the resolution to permit the MDNR to proceed with a public hearing and investigate the need for prescribed hunting and firearm controls in Superior Township in accordance with the state statute [MCL - 451-1994-III-2-1-SHOOTING-AND-HUNTING-GROUNDS-419 - Michigan Legislature](#).

Attached:

- Superior Township Hunting Restrictive Ordinance No. 28 (As Amended by No. 40)
- [MCL - 451-1994-III-2-1-SHOOTING-AND-HUNTING-GROUNDS-419 - Michigan Legislature](#)
- RESOLUTION TO PERMIT THE MICHIGAN DEPARTMENT OF NATURAL RESOURCES (MDNR) TO PROCEED WITH A PUBLIC HEARING AND INVESTIGATE THE NEED FOR PRESCRIBED HUNTING AND FIREARM CONTROLS IN SUPERIOR TOWNSHIP

**SUPERIOR CHARTER TOWNSHIP  
WASHTENAW COUNTY, MICHIGAN**

**ORDINANCE NO. 28  
AS AMENDED BY NO. 40**

**HUNTING RESTRICTIVE ORDINANCE**

AN ORDINANCE TO DESCRIBE AREAS CLOSED TO HUNTING, SPECIAL LOCAL REGULATIONS FOR HUNTING, AND TO PROVIDE FOR THE SAFETY OF PERSONS AND PROPERTY WITHIN THE TOWNSHIP OF SUPERIOR, WASHTENAW COUNTY; ENACTED UNDER THE AUTHORITY OF ACT 159, PUBLIC ACTS OF 1967 (M.C.L. 317.331), BEING INDENTICAL TO STATE ADMINISTRATIVE RULES FILED IN THE OFFICE OF THE SECRETARY OF STATE.

THE TOWNSHIP OF SUPERIOR ORDAINS:

**Section 28-01.** All words and phrases used in this ordinance shall be construed and have the same meanings as those words and phrases defined in Act 159, P.A. 1967, H.C.L. 317.331.

**Section 28-02.**

A. In the following sections of the Township hunting is prohibited:

Hunting with or the discharge of firearms is unlawful in the south ½ of Section 7 bounded on the north by State Highway 14, and in Sections 18, 19, 29, 30, 31, 32, 34, 35, and 36, Town 2 South, Range 7 East, Superior Township, Washtenaw County.

B. In the following Sections of the Township Hunting is restricted:

Hunting with or the discharge of any firearms, other than a shotgun loaded with shot not larger than No. 2 is unlawful in Sections 5, 8, 9, 25, and 33, Town 2 South, Range 7 East, Superior Township, Washtenaw County, Michigan.

C. In the following Section of the Township hunting with a rifle is prohibited:

Hunting with or the discharge of a rifle is unlawful in Section 17, Town 2 South, Range 7 East, Superior Township, Washtenaw County, Michigan

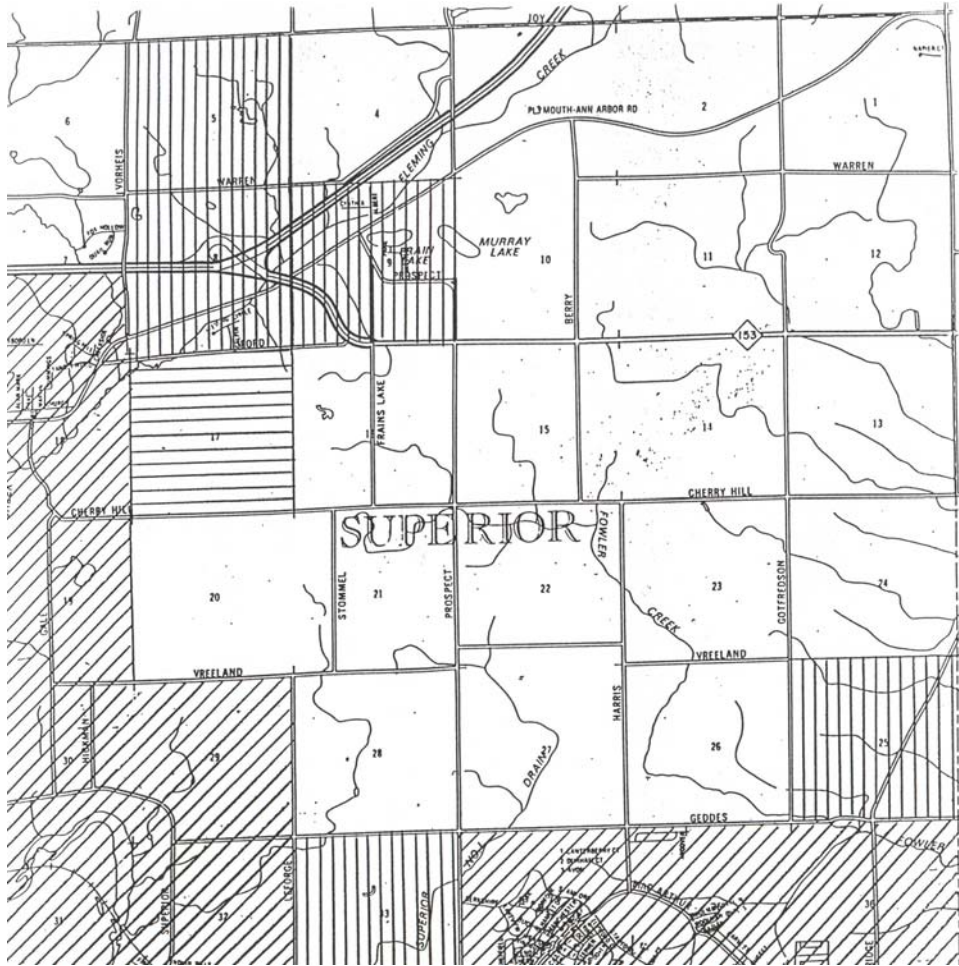
**Section 28-03.** All other ordinances or parts of ordinances in conflict herewith are hereby repealed.

**Section 28-04.** Violations of this ordinance are misdemeanor and may be punished by a fine not to exceed one hundred dollars (\$100.00) together with costs of prosecution or imprisonment in the county jail or such other place of detention as the court may prescribe, for a period not to exceed ninety (90) days, or said fine, costs of prosecution, and imprisonment, at the discretion of the court.

**Section 28-05.** This ordinance and the various parts, sections, subsections, provisions, sentences and clauses are severable. If any part of this ordinance is found to be unconstitutional or invalid it is declared the remainder of this ordinance shall not be affected hereby.

**Section 28-06.** This ordinance shall take effect 30 days after its publication in the Ypsilanti Press and the Ann Arbor News.

ORDINANCE 28 – HUNTING RESTRICTIONS  
 PAGE 28-2

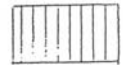


HUNTING RESTRICTIVE AREAS

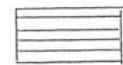
Hunting with or the discharge of a firearm is unlawful in the South ½ of Section 7 bounded on the North by State Highway 14 and in Sections 18, 19, 29, 30, 31, 32, 34, 35 and 36.



Hunting with or the discharge of a firearm, other than a shotgun loaded with shot no. larger than no. 2 is unlawful in Sections 5, 8, 9, 25 and 33.



Hunting with or the discharge of a rifle is unlawful in Section 17.



Superior Township Ordinance No. 40. Adopted June 28, 1988.

**NATURAL RESOURCES AND ENVIRONMENTAL PROTECTION ACT (EXCERPT)**  
**Act 451 of 1994**

PART 419  
HUNTING AREA CONTROL

**324.41901 Regulation and prohibitions in certain areas; powers of department; area closures; hearings, investigations, studies, and statement of facts; regulations.**

Sec. 41901. (1) In addition to all of the department powers, in the interest of public safety and the general welfare, the department may regulate and prohibit hunting, and the discharge of firearms and bow and arrow, as provided in this part, on those areas established under this part where hunting or the discharge of firearms or bow and arrow may or is likely to kill, injure, or disturb persons who can reasonably be expected to be present in the areas or to destroy or damage buildings or personal property situated or customarily situated in the areas or will impair the general safety and welfare. In addition, the department may determine and define the boundaries of the areas. Areas or parts of areas may be closed throughout the year. The department, in furtherance of safety, may designate areas where hunting is permitted only by prescribed methods and weapons that are not inconsistent with law. Whenever the governing body of any political subdivision determines that the safety and well-being of persons or property are endangered by hunters or discharge of firearms or bow and arrows, by resolution it may request the department to recommend closure of the area as may be required to relieve the problem. Upon receipt of a certified resolution, the department shall establish a date for a public hearing in the political subdivision, and the requesting political authority shall arrange for suitable quarters for the hearing. The department shall receive testimony on the nature of the problems resulting from hunting activities and firearms use from all interested parties on the type, extent, and nature of the closure, regulations, or controls desired locally to remedy these problems.

(2) Upon completion of the public hearing, the department shall cause such investigations and studies to be made of the area as it considers appropriate and shall then make a statement of the facts of the situation as found at the hearing and as a result of its investigations. The department shall then prescribe regulations as are necessary to alleviate or correct the problems found.

**History:** Add. 1995, Act 57, Imd. Eff. May 24, 1995.

**Popular name:** Act 451

**Popular name:** NREPA

**324.41902 Submission of findings and recommendations; approval or disapproval of prescribed controls; ordinance; certified copy; repeal of ordinance; enforcement; rules.**

Sec. 41902. (1) The department shall submit its findings and recommendations to the governing body of the political subdivision concerned. By majority vote, the governing body shall advise the department by certified resolution that it approves or disapproves the prescribed hunting or firearms controls. If the governing body disapproves the prescribed controls, further action shall not be taken. If the governing body approves the prescribed controls, a local ordinance shall be enacted in accordance with the provisions of law pertaining to the enactment of ordinances, which ordinance shall be identical in all respects to the regulations prescribed by the department. A certified copy of the ordinance shall be forwarded to the department. The governing body of the political subdivision, having established such an ordinance, by majority vote, may repeal the ordinance at any time. The department shall be informed of such action by certified resolution.

(2) State, local, and county law enforcement officers shall enforce ordinances enacted in accordance with this part.

(3) All rules promulgated under this section and section 41901 before March 17, 1986 shall remain in effect unless rescinded pursuant to the administrative procedures act of 1969, Act No. 306 of the Public Acts of 1969, being sections 24.201 to 24.328 of the Michigan Compiled Laws.

**History:** Add. 1995, Act 57, Imd. Eff. May 24, 1995.

**Popular name:** Act 451

**Popular name:** NREPA

**324.41903 Closure notice signs; materials, form, placement, maintenance, spacing, publication of notice; rescission of closure.**

Sec. 41903. The department shall designate closure notice signs of approved material, overall size, number, and letter size and composition of message. At least 4 notices, relatively equally spaced, shall be posted on the boundaries of the closed area. A closure is not effective prior to the erection of closure notices by the petitioning political subdivisions and approval of the same by the department. The petitioning political

subdivision shall place and maintain the signs and shall publish a notice of closure for 3 successive weeks, at least once in each week, in a newspaper published in the county in which the area to be closed is located. If no newspaper is published in the county, then the notice shall be published in a newspaper published in an adjoining county. If, in the judgment of the department, closure signs are not maintained so as to adequately give notice of the closure to a careful and prudent person, the closure may be rescinded by service of notice of rescission on the clerk or recording officer of the political subdivision, and in such case the closure shall terminate 30 days after service of notice of rescission.

**History:** Add. 1995, Act 57, Imd. Eff. May 24, 1995.

**Popular name:** Act 451

**Popular name:** NREPA

#### **324.41904 Prohibitions against discharge of firearms; exceptions.**

Sec. 41904. Any prohibition against discharge of firearms made under authority of this part does not apply to peace officers or members of any branch of the armed forces in the discharge of their proper duties. The department may authorize the use of firearms to prevent or control the depredations of birds or animals in situations where significant damages are being caused by wildlife.

**History:** Add. 1995, Act 57, Imd. Eff. May 24, 1995.

**Popular name:** Act 451

**Popular name:** NREPA

#### **324.41905 Violation of part or rules as misdemeanor.**

Sec. 41905. Any person who violates this part or a rule promulgated under this part is guilty of a misdemeanor.

**History:** Add. 1995, Act 57, Imd. Eff. May 24, 1995.

**Popular name:** Act 451

**Popular name:** NREPA



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

**RESOLUTION TO ACCEPT BID WITH PPM TREE SERVICE & ARBOR CARE, LLC  
FOR REMOVAL OF TREES ON GEDDES ROAD BETWEEN ANDOVER AND  
WEXFORD FOR FUTURE NON-MOTORIZED PATH CONSTRUCTION**

**RESOLUTION NUMBER: 2025-12**

**DATE: FEBRUARY 18, 2025**

WHEREAS, the Charter Township of Superior (Township), in partnership with the Washtenaw County Road Commission (WCRC) has received a Southeast Michigan Council of Government (SEMCOG) Transportation Alternative Program (TAP) Grant to extend the non-motorized path on the south side of Geddes Road from Andover to Wexford.

WHEREAS, OHM Advisors has completed the design of the non-motorized pathway and has submitted the project to the Michigan Department of Transportation's (MDOT) Local Agency Program (LAP) for inclusion in their April bid letting.

WHEREAS, federal guidelines recommend the removal of trees outside the roosting season of the Indiana Bat and Northern Long-eared Bat from April 15<sup>th</sup> to October 1<sup>st</sup>.

WHEREAS, the MDOT contract is anticipated to be awarded in May or June of 2025, within the bat roosting season, and the Township.

WHEREAS, the Township desires to construct the pathway during the summer of 2025, and in order to start path construction in summer 2025, it is recommended to award a separate contract locally to remove trees outside the roosting season, prior to April 15, 2025.

WHEREAS, the Township has received three quotes for removal of the trees, ranging from \$18,000 to \$21,250, from Owen Tree Service, PPM Tree Service & Arbor Care, and Burman Tree Service.

WHEREAS, all three companies can complete the work by the April 14, 2025 deadline, and both PPM Tree Service & Arbor Care, and Burman Tree Service provided sufficient detail in their proposals for award.

NOW, THEREFORE, BE IT RESOLVED that the Charter Township of Superior Board of Trustees hereby approves the proposed contract with PPM Tree Service & Arbor Care, LLC to remove trees on the south side of Geddes Rd from Andover to Wexford for the future non-motorized pathway extension project.



# Proposal

PPM Landscape Contractor, Inc.  
 PPM Tree Service & Arbor Care, LLC.  
 www.ppmtree.com

## Superior Township 20250131

Friday, January 31, 2025

Superior Township  
 Lori Maher  
 3040 N Prospect Rd  
 Ypsilanti, MI 48198  
 Phone: 734-482-6099

**Salesperson:** Steve Saylor  
 734-454-1700  
 estimates@ppmtree.com

**Worksite:** 3040 N Prospect Rd  
 Ypsilanti, MI 48198

#	Item	Description	Qty	Cost
1	Brush	<b>Brush Removal</b> .15 acres of brush removal for job located on Geddes Road east of Andover Drive in wooden section ending at private property. Forestry machine and mulch all debris within this area.	0.15	\$2,400.00
2	Spruce (Colorado Blue) Picea pungus, Pinaceae	<b>Tree Removal</b> Southside of Geddes Road at project site. Remove 14 blue spruce or spruce trees complete. Cut low. Remove debris from site no stump grinding.	14	\$3,800.00
3	Cottonwood - Populus Deltoides - Salicaceae	<b>Tree Removal</b> Southside of Geddes Road at project work site. Remove to Cottonwood trees complete cut low. Remove debris from site. No stump grinding.	2	\$2,900.00
4	Walnut (Black) - Juglans nigra - Juglandaceae	<b>Tree Removal</b> Southside of Geddes Road in construction work site. Remove one black walnut tree complete. Cut low. Remove debris from site. No stump grinding.	1	\$900.00
5	Elm (American) - Ulmus americana - Ulmaceae	<b>Tree Removal</b> Southside of Geddes Road throughout construction site. Remove eight American elm trees complete cut low. Remove debris from site. No stump grinding.	9	\$12,000.00
6	Maple	<b>Tree Removal</b> Southside of Geddes Road. Remove one maple tree inside of construction zone. Remove debris from site cut low no stump grinding.	1	\$350.00
7	Discount	<b>Discount (Total Job)</b>	0	(\$2,350.00)
				<i>Service Discounted: -\$2350</i>





# Proposal

PPM Landscape Contractor, Inc.  
PPM Tree Service & Arbor Care, LLC.  
www.ppmtree.com

**Subtotal:** \$20,000.00  
**Tax:** \$0.00  
**Total:** **\$20,000.00**

**Acceptance of Proposal:**

The above prices, specification and conditions are satisfactory and hereby accepted. You are authorized to do the work as specified above. Payments will be made upon completion.

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

We propose hereby to furnish material and labor complete in accordance with the above specifications for the sum listed above. Payments are due upon completion.

All material is guaranteed to be as specified and the above work to be performed in workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra cost will be executed only upon written orders and will become an extra charge over and above the estimate. Homeowner is responsible for any movable property that can be damaged and for windows to be covered for stump grinding. We carry liability coverage and Workers Compensation Insurance. In the event of a breach of contract there will be a 15% charge.

**We are not responsible for turf and/or irrigation damage.**

**We do not take stump grindings unless otherwise specified.**

\_\_\_\_\_  
Initial Above



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
12/27/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER FEDERATED MUTUAL INSURANCE COMPANY HOME OFFICE: P.O. BOX 328 OWATONNA, MN 55080	CONTACT NAME: CLIENT CONTACT CENTER	
	PHONE (A/C, No, Ext): 888-333-1949	FAX (A/C, No): 507-446-4664
E-MAIL ADDRESS: CLIENTCONTACTCENTER@FEDINS.COM		
INSURERS AFFORDING COVERAGE		NAIC #
INSURER A: FEDERATED MUTUAL INSURANCE COMPANY		13935
INSURER B: LM INSURANCE CORP		33600
INSURER C:		
INSURER D:		
INSURER E:		
INSURER F:		

INSURED  
PPM TREE SERVICE & ARBOR CARE, LLC  
36222 GLENWOOD RD  
WESTLAND, MI 48186-5487

COVERAGES CERTIFICATE NUMBER: 18 REVISION NUMBER: 4

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GENL AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:	N	N	1848517	01/01/2025	01/01/2026	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$100,000 MED EXP (Any one person) EXCLUDED PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS & COMPROP ACC \$2,000,000
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY	N	N	1848517	01/01/2025	01/01/2026	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per Person) BODILY INJURY (Per Accident) PROPERTY DAMAGE (Per Accident)
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION	N	N	1848519	01/01/2025	01/01/2026	EACH OCCURRENCE \$5,000,000 AGGREGATE \$5,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory In NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N NA	N/A	WCS-335-B24W5B-015	01/01/2025	01/01/2026	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE & A EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 161, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER PPM PROPERTY LLC 36222 GLENWOOD RD WESTLAND, MI 48186-5487	18 4	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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ACORD 25 (2018/03)

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PPM Tree Service & Arbor Care, LLC.  
36222 Glenwood Rd.  
Westland, MI. 48186  
734-454-1700

*A. Professional Qualifications*

PPM Tree Service & Arbor Care, LLC. is located at the above address in Westland, Michigan. The company operates as an LLC. and is compliant with all State regulations and tax filings. It was established in 2016 and is woman-owned by Laura Dobbs. It is certified through WBE-2301188 and WOSB-231199. Our sister company, PPM Landscape Contractors, INC., was established in 2000 by Bryan Dobbs. The operation of a landscape company and tree service provides a unique benefit to all our customers as we are qualified to examine the forest and the landscape and work to preserve the mutual relationship that exists between them.

We offer many tree and landscape services that our local communities demand to help sustain natural and urban forests. Bryan Dobbs, Manager of Sales and Operations, is an ISA-Certified Arborist, ISA-Certified Municipal Utility Arborist (MI-4139 AM) and ISA-Certified Utility Arborist (MI-4139AUM). He is also Michigan Oak Wilt Certified- 060 and ISA Tree Risk Assessment Qualified. In addition, he is in his senior year at Michigan State University, working part-time in the forestry program. He performs tree evaluations, structures the daily crews, and meets with city officials to organize and manage tree care projects for other municipalities. We have had remarkable success with all our municipalities in terms of completing tree projects timely and efficiently.

We understand that being organized and responsive is a key element that municipalities require, and we believe those traits separate PPM from our competitors. PPM Tree Service has the latest professional equipment to do any job safely. We have three 70' bucket trucks purchased new from Altec in the last few years. We are the only tree company in southeastern Michigan to own and operate the BIK 126' knuckle-boom crane truck. Using a grapple saw to prune the limbs; this unit can safely remove the most hazardous trees. We are equipped with much more to remove the toughest of trees efficiently. Tree pruning and safety are important to PPM, and our staff abides by all ISA standards and follows the Michigan OSHA and ANSI standards and



recommendations. Other personnel that are key to the success of completing tree pruning and removal for Superior Township include:

Steve Saylor is our Senior Sales Representative and Project Manager. He has been with PPM Tree Service, LLC. for the last eight years and worked for PPM Landscape Contractors, INC. for many years prior. Steve helps organize the crews, cover the scope of work, and follow up with post-site inspections for quality control.

David Snyder is one of our ISA Certified Arborists MI-4747A and bucket truck operators who will play a key role in managing daily pruning activities. He will direct a 5 to 6 man crew to meet daily goals effectively.

We work extremely hard to keep the details at the forefront of every project. We value all our relationships and believe we are as good as our last completed project. Each project is an opportunity to prove our reliability and quality of work.

### ***B. Past Involvement with Similar Projects***

We have attached a list of references that includes all current municipalities to which PPM Tree Service & Arbor Care, LLC. has provided project service. These projects include removing large easement trees for the City of Westland for the last five years. We have also helped maintain infrastructure during storms and other emergency-related service demands. We have cleared and pruned trees within a forest to help create a dog park in 2023. We cleared a multi-acre land project for them in 2018, consisting of large tree removal and stump/ root grinding. There are many other tree projects that PPM has completed for the city over the years.

In 2023, PPM Tree Service & Arbor Care, LLC. was contracted by Ypsilanti Township to remove tree debris throughout most of the city after a major ice storm and later after a tornado that touched down. We provided cleanup crews for more than a month to help get the township residents back to normal function. We have provided tree service to the city as an on-call service.

PPM Tree Service & Arbor Care, LLC., recently completed its second large tree project for Canton Township and has served as an on-call service provider for the last two years.

PPM Tree Service & Arbor Care, LLC., has been a subcontractor for B&M Ashman as its primary tree pruner for Comcast service lines for the last six years. We provide emergency service line pruning along with routine vegetation management.

PPM Tree Service & Arbor Care, LLC., has provided all types of tree removal and pruning services for the Washtenaw County Water Department for the last four years. We serve as an on-call tree emergency vendor in addition to routine tree removal, land clearing near watersheds, and routine tree maintenance.



In 2023, PPM Tree Service & Arbor Care, LLC., secured a tree contract with the City of Romulus as their tree contract vendor. We have helped with emergency tree removal and scheduled removal of easement trees.

In 2023, PPM Tree Service & Arbor Care, LLC., Completed a tree project for Van Buren Township. It was a two-week project removing easement trees and grinding stumps/roots. We serve as an on-call tree service provider.

### *C. Proposal Work Plan*

We plan to implement the RFP work plans for this contract as we coordinate other municipality work plans. The planning begins in our office, where key staff members manage the project. We look at the project and then schedule crews to meet contract deadlines. We plan for a systematic approach that can be monitored qualitatively and quantitatively. Tree services provided will be inspected by the onsite crew leader and our post-site managers for quality of work and cleanup. Once work has been completed and confirmed internally, we will report to our city contact every week or the recommended reporting time frame. We understand that incidents can occasionally occur, and those will be reported to our city contact immediately. We believe communication is key to obtaining a successful outcome. We provide cell phone numbers and direct emails to communicate effectively anytime or at night. Storms and emergencies can occur on weekends, holidays, and in the middle of the night; we do our best to respond to all situations to the best of our ability.

We have had remarkable success partnering with all our local municipalities to provide them with superior service. Our goal is to build a lasting relationship that will continue for many years.





## Your Trusted Tree Partner

### PPM Tree Service & Arbor Care, LLC.

PPM Tree Service & Arbor Care, LLC. Is a family owned and operated since 2016. We have a passion for preserving the quality and beauty of trees coupled with the education and skills to care for them.

We specialize in the removal of all trees including hazardous and emergency situations with 24-hour services available for dangerous situations, including the clean-up after storms and removal of limbs from power lines, houses, and structures.

We are a member of the International Society of Arboriculture and maintain a certified arborist on staff to properly identify and care for all species of trees.

#### Core Competencies

- Diagnosis and Tree Risk Evaluations
- Trimming
- Pruning and Shaping
- Removals
- Utility line trimming management
- Land Clearing
- Stump Grinding
- Root Excavation
- 24-hour emergency services

#### Past Performance

- **Washtenaw County Water Department, On-call Tree Service.** 2019- Present  
We provide land clearing services including trimming, limb removals, and 24-hour emergency services to allow them access to county waterways for routine maintenance and emergency maintenance.
- **City of Westland, Routine Tree Maintenance and Emergency Tree Removal.** 2019- Present  
We provide a variety of all tree care needs for the City of Westland including diagnoses and recommendations on tree care maintenance, trimming/pruning, removals, and emergency services.
- **Canton Township, Routine Tree Maintenance and Emergency Tree Removal.** 2022- Present  
We provide a variety of all tree care needs for the Canton Township including diagnoses and recommendations on tree care maintenance, trimming/pruning, removals, and emergency services.
- **Ypsilanti Township, Routine Tree Maintenance and Emergency Tree Removal.** 2022- Present  
We provide a variety of all tree care needs for the city of Ypsilanti including diagnoses and recommendations on tree care maintenance, trimming/pruning, removals, and emergency services.
- **City of Romulus, Routine Tree Maintenance and Emergency Tree Removal.** 2023- Present  
We provide a variety of all tree care needs for the City of Romulus including diagnoses and recommendations on tree care maintenance, trimming/pruning, removals, and emergency services.

#### Laura Dobbs, Owner/Member

Main: (877) 454-TREE  
 Local: (734) 454-1700  
 Email: [ldobbs@ppmtree.com](mailto:ldobbs@ppmtree.com)  
 Website: [www.ppmtree.com](http://www.ppmtree.com)  
 36222 Glenwood Road  
 Westland, MI 48185

#### Company Data

- Established – Aug 2016
- Headquartered – Westland, MI
- NAICS -561730
- Certifications:
  - WBE Certification: 2301188
  - WOSB: 231199
  - ISA Member
  - ISA Arborist- On Staff
- Contracting Information
  - Laura Dobbs, Member
  - Bryan Dobbs, Manager of Sales & Ops
    - Currently enrolled in MSU Forestry Program
    - Certified Arborist: MI-4139AM
    - ISA Tree Risk Assessment Qualified
    - Michigan Oak Wilt Qualified-060



**Adam Burman, Owner**

a.burman@burmanstreeservices.com  
 (734) 478-6916 Direct

Burman's Tree Services, LLC  
 17045 Garvey Rd  
 Chelsea, MI 48118

[www.burmanstreeservices.com](http://www.burmanstreeservices.com)

**Bid Proposal - Geddes Pathway Tree Removals, Washtenaw County**

**Contractor (Sub): Burman's Tree Services, LLC - Non Union Laborers & Operators.**

**Description:**

Tree removals for the Geddes pathway project in Washtenaw County MI.

**Schedule of Items:**

Item ID/ Description	Approximate Qty & Units	Unit Price	Bid Amount
Tree Removals 6 inch to 18 inch	24 Ea	\$500.00	\$12,000.00
Tree Removals 19 inch to 36 inch	3 Ea	\$1,750.00	\$5,250.00
Land Clearing/Brush Removal	.15 Acre	Lump Sum	\$4,000.00
<b>TOTAL</b>			<b>\$21,250.00</b>

- Final quantities must be approved by Burman's Tree Services.
- This quote is exempt from bonds and dues.
- Burman's Tree Services LLC is an equal opportunity employer.
- This quote does not include stump grinding.





## CONSERVATION DEED RESTRICTION

BY THIS AGREEMENT, Garrett’s Space, a Michigan non-profit corporation, 1400 Granger Ave., Ann Arbor, Michigan 48104 (“GS”), grants, conveys, and covenants to Superior Charter Township, a municipal corporation, 3040 North Prospect, Ypsilanti, Michigan, 48198 (“Township”) a conservation restriction on certain property defined below.

### RECITATIONS:

GS made application to the Township for a rezoning of approximately 76 acres of land (“76 acres”) to permit a predominantly residential use under the Planned Community (PC) Special District authorized in Article 7 of the Township’s Zoning Ordinance in order to establish a care center to provide support for young adults struggling with depression, anxiety, and/or suicidal ideation, and who are voluntarily seeking care and support from GS (“Garrett’s Space Use”).

Following several hearings and related proceedings at the Township, the Township Board approved Ordinance No. 174-25, which amended the Township Zoning Ordinance, and the Zoning District Map, and thereby rezoned the 76 acres and authorized the Garrett’s Space Use (the “Zoning Ordinance Amendment”). The Conservation Property, which is the subject of this agreement, lies entirely within the 76 acres rezoned by the Zoning Ordinance Amendment.

The land described in the attachment to this agreement, entitled “Conservation Deed Restriction” is the property on which a conservation restriction is to be granted, conveyed, and covenanted in this agreement. Such land is referenced below as the “Conservation Property”.

The rezoning approved by the Township in the Zoning Ordinance Amendment applicable to the 76 acres imposes many requirements and specifications as part of the Garrett’s Space Use, including the obligation to conserve natural areas on the Conservation Property as reflected in

Section 1.4 of the Development Agreement, dated October 21, 2024, entered into by the Township and GS (“Development Agreement”) provides as follows:

“Open and common space and conservation easement protection; maintenance and permitted activities within respective open space and conservation areas.

1. A substantial portion of the Property is shown as unimproved areas on the Area Plan. Areas restricted by conservation easement shall be restricted from use as provided below. Other areas, outside of conservation easement, shall be restricted from the development of new buildings or structures unless they have been approved, or until subsequently approved, either administratively or by the Planning Commission or Township Board, as applicable under the provisions in the Zoning Ordinance; however, such other areas shall not be restricted for use if they are consistent with the intent and purpose of the approved land use.

2. Areas of the Property restricted by deed restriction or conservation easement shall have a limited use in accordance with the terms of the respective restriction or conservation easement, as applicable, subject to the terms of the Zoning and Land Use Agreement, which provides that such areas shall not be restricted for nonstructural use consistent with the principal and accessory uses permitted in that Agreement.

3. Prior to the issuance of a certificate of occupancy for the main residential structure to be newly constructed, the areas on the Property which consist of a substantial amount of open and wooded space, regulated wetlands, wetland buffers, the pond, and the stream shall be placed under the protection of a conservation easement which shall, among other things, restrict some 58 acres of the Property from the construction of structures, but may permit underground utilities, septic drain fields, water wells, walking paths and elements, landscape installations and elements, drainage elements such as retention / detention; rain gardens, culverts, swales, or other facilities required for the land use approved in this Agreement, and shall require such areas to be maintained as specified as part of the terms of the conservation easement. Subject to approvals required by law, such areas shall not be restricted from customary use, such as hiking and nature observation, including any ancillary elements approved by the conservation easement grantee. The Conservation Easement shall be for the benefit of the grantee entity to whom the easement is conveyed.

4. Until the conservation easement is established, GS shall preserve from active construction and development the 58-acre area in a manner not inconsistent with the preservation described in paragraph 1.4.3 above.

5. In all events, all areas on the Property shall be maintained in good faith consistent with the objectives of the approved Final Site Plan, and the requirements of this Agreement.

6. In the event GS is unable to find an entity to partner with to establish a conservation easement, GS agrees to execute a deed restriction that provides for the use of the 58-acres consistent with the restrictions described in paragraph 1.4.3 above, and the Township is named as a beneficiary with the right to enforce such restriction. In the event the property is no longer used for the purpose approved by the Township for which this Development Agreement is adopted, the owner or transferee may alter or release the deed restriction consistent with an approved rezoning, subject to the reasonable right of approval of the alteration or release of the restriction by the Township accordingly.”

Once the Zoning Ordinance Amendment was approved, GS actively attempted to secure the agreement of a suitable conservation easement grantee for relative to the Property, consistent with the terms of Section 1.4 of the Development Agreement, referenced above. However, the process of review and approval of a conservation easement for the Property by suitable grantees requires an extensive period of time.

GS will earnestly continue to pursue approval of a conservation easement for the Property with a suitable grantee; in the meantime, consistent with the language of Section 1.4 of the Development Agreement (referenced above), the Township and GS have agreed that GS shall grant and convey the conservation deed restriction granted, conveyed, and covenanted in this agreement to the Township to serve until such time as a conservation easement is secured and recorded, with the understanding that this conservation deed restriction shall be deemed to satisfy the Township’s conservation easement requirement in the meantime.

**NOW, THEREFORE, THE TOWNSHIP AND GS AGREE AS FOLLOWS:**

1. All of the Recitations stated above are incorporated as part of this agreement.
2. GS grants, conveys, and covenants to Superior Charter Township, a conservation restriction, establishing a restriction on the use of the Conservation Property, prohibiting the following, subject to the provisions below:

- Building or constructing any structures on the Conservation Property, except as authorized as part of Township, County, or State permits and approvals;
- Removing trees or other vegetation from the Conservation Property, with the exception of vegetation, which is diseased, dying, dead, or invasive, and with the further exception of actions in accordance with EGLE- or Township-approved management plans;
- Depositing or permitting the deposit of fill materials; dredging, removing or permitting the removal of soil or minerals; or diverting the flow of water on the Conservation Property; except as temporarily undertaken during construction incidental to work authorized as part of Township, County, or State permits and approvals;
- Altering the natural character and topography of the Conservation Property except as authorized by Township, County, or State permits and approvals;

Provided, using due care, GS shall be permitted to construct underground utilities, septic drain fields, water wells, walking paths and elements, landscape installations and elements, drainage elements such as retention/detention; rain gardens, culverts, swales, and other facilities required for the land use approved by the Township in rezoning the 76 Acres, including temporary storage of materials and restoration of disruptions by regrading as reasonably required to achieve the development as specified in the Development Agreement and incorporated documents.

3. Subject to and in accordance with the terms of this agreement, and subject to approvals required by law, the Conservation Property shall not be restricted from customary use, such as hiking and nature observation, including customary ancillary activities.

4. The Township, as grantee and beneficiary, accepts the grant, conveyance and covenant of this conservation restriction, subject to and in accordance with the terms of this agreement.

5. This conservation restriction shall have as its sole beneficiary Superior Charter Township and shall be enforceable by the Township. While the general public, or other persons or entities, may incidentally benefit from it, this conservation restriction shall be enforceable exclusively by the Township and not by any other person or entity, and no other person or entity shall be deemed a beneficiary or third-party beneficiary of this agreement or the conservation restriction.

6. If required by the Township, GS shall continue to pursue a suitable conservation easement arrangement for the Conservation Property as specified in Section 1.4 of the Development Agreement, referenced above. However, until a suitable conservation easement is secured, approved by the Township and recorded, this Conservation Deed Restriction is intended to have, and shall be deemed to have, the full force of a covenant granted under MCL 324.2141, and shall satisfy all requirements of the Township for a conservation easement on the Conservation Property. Ultimately, the Township shall have the sole discretion to authorize the approval of a conservation easement or to continue to rely exclusively on this conservation deed restriction.

7. At such a time in the future as a conservation easement is secured with a suitable grantee and recorded, the conservation deed restriction created in this agreement shall cease to be effective and enforceable, and this agreement and the deed restriction, shall be deemed null and void. In addition, confirming the understanding reflected in the Development Agreement: In the event the Conservation Property is no longer used for the Garrett's Space use approved by Township under the Planned Community (PC) Special District, the owner or transferee of the 76

acres may alter or release the deed restriction consistent with an approved rezoning and reasonable right of approval of the alteration or release of the restriction by the Township accordingly.

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

**RESOLUTION TO APPROVE THE UPDATED POLICY AND PROCEDURE  
FOR USE AND OPERATION OF TOWNSHIP POOL VEHICLES, TOWNSHIP-  
OWNED VEHICLES, AND THE USE OF PRIVATE VEHICLES FOR TOWNSHIP  
BUSINESS**

**RESOLUTION NUMBER: 2024-58A**

**DATE: SEPTEMBER 16, 2024**

**WHEREAS**, the Charter Township of Superior currently maintains pool vehicles, Township-owned vehicles, and utilizes private vehicles for official Township business; and

**WHEREAS**, it is necessary to update and revise the Township's existing policy and procedure governing the use, operation, and maintenance of these vehicles to ensure proper use, compliance, and safety in the performance of Township duties; and

**WHEREAS**, the proposed updates to the policy include clear guidelines on the authorized use of vehicles, a quarterly maintenance schedule, and rules governing the use of private vehicles for Township business, which will strengthen compliance with legal and operational standards; and

**WHEREAS**, this attached updated policy, and procedure will enhance the accountability, transparency, and safety of Township employees in the use of Township resources; and

**NOW, THEREFORE, BE IT RESOLVED** that the Charter Township of Superior Board of Trustees hereby approves the updated Policy and Procedure for the Use and Operation of Township Pool Vehicles, Township-Owned Vehicles, and the Use of Private Vehicles for Township Business as presented, including provisions to strengthen compliance, ensure regular maintenance, and promote the proper use of Township resources.

**BE IT FURTHER RESOLVED** that Township Administration shall implement the approved policy and ensure that all Township employees are informed and adhere to the updated procedures.



**01.01.006 POLICY AND PROCEDURE FOR USE AND OPERATION OF TOWNSHIP POOL VEHICLES, TOWNSHIP OWNED VEHICLES AND THE USE OF PRIVATE VEHICLE FOR TOWNSHIP BUSINESS**

1. Purpose

To establish the policies and procedures for the use and operation of the Township pool vehicles, Township owned vehicles and the use of private vehicles for Township Business.

2. Vehicle Use:

**2.1 The Township pool vehicles and Township owned vehicles shall only be used for legitimate Township business. The vehicles shall not be used for lunch breaks or personal errands. Exceptions for lunch breaks shall be made only when the vehicle is needed for extended field use. When employees are required to be in the field more than three hours, lunch breaks may be taken using the Township pool vehicles and Township owned vehicles.**

2.2 All Township owned vehicles are smoke free. No smoking shall be allowed inside the pool vehicles or Township owned vehicles.

2.3 Individual Departments shall be responsible for fueling and maintaining the Township pool vehicles.

3. Authorized Drivers:

3.1 Prior to operating any Township owned vehicle, or operating a personal vehicle for Township business, the driver shall be recognized by the Township Administration prior to use and will be subject to periodic driver's license history checks at the Township's expense.

3.2 Drivers of any Township vehicle, or private vehicle for Township business, shall obey all traffic laws. Township owned vehicles shall not be driven in a manner or to locations that may subject the vehicle to harm or civil liability. A reasonable expectation of proper use shall be required. Intentional harming or improper use of any Township owned vehicle shall be grounds for discipline.

3.3 Drivers of any Township vehicle, or private vehicle for Township use, must have a current and valid driver's license, free of any restrictions which would prohibit them operating a Township owned vehicle or private vehicle for Township use.

3.4 Prior to operating a Township vehicle, or private vehicle for Township use, the driver must inform Township Administration of any restrictions on their driver's license, which may prohibit them for operating a vehicle for such use.

3.5 Private vehicles used for Township business must meet all legal requirements for insurance.

4. Procedure for Use of Township Pool Vehicle:

4.1 The vehicles' keys shall be maintained by the Township Clerk's office. A clipboard with a request for authorized use shall also be maintained in the Township Clerk's office and shall be accessible to the Supervisor and Treasurer in the absence of the Clerk.

4.2 A mileage log shall be maintained in each vehicle indicating the starting and ending mileage of each trip. The destination and purpose of each trip shall also be documented.

4.3 Employees requesting use of the vehicles shall coordinate with other vehicle users in advance whenever possible. Otherwise, the first employee to sign up will be the authorized user. Disputes shall be presented to the Township Supervisor for resolution.

5. Maintenance:


5.1 **Oil Changes:** All Township pool vehicles and Township-owned vehicles shall undergo quarterly oil changes to ensure optimal performance and longevity. The scheduling of these oil changes shall be the responsibility of the individual departments in coordination with Township Administration.

5.2 **Internal Detailing:** Internal detailing of Township vehicles shall be conducted as needed to maintain cleanliness and hygiene. Detailing services must be obtained from vendors without any conflicts of interest with the Township to ensure transparency and fairness. Employees should report any excessive dirt or damage in a vehicle after use.

5.3 **General Maintenance:** Routine maintenance, including tire checks, brake inspections, and fluid top-offs, shall be performed regularly as per the manufacturer's guidelines. Individual Departments will track and schedule their maintenance tasks to ensure all vehicles are in safe, working condition.

**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 October 21, 2024 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

10/21/2024  
Date Certified

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

**RESOLUTION ADOPTING GENERAL APPROPRIATIONS**

**ACT MILLAGE RATES FOR 2025**

**RESOLUTION NUMBER: 2024-58B**

**DATE: DECEMBER 12, 2024**

**WHEREAS:** The Charter Township of Superior Board of Trustee’s has carefully reviewed the Township’s current and projected financial needs, and

**WHEREAS:** The Board of Trustee’s recognizes its responsibility to the citizens of the Charter Township of Superior to carefully monitor the Township funds and provide necessary revenue to offset proposed expenditures, and

**WHEREAS:** The auditors suggested that millage rates for revenue should be by resolution.

**NOW, THEREFORE BE IT RESOLVED** that the Charter Township of Superior Board of Trustees adopts the millages on the attachment by Resolution.

	TAXABLE VALUE	MILLAGE	TOTAL TAX REVENUE
<b>GENERAL</b>			
REG	\$897,591,028	0.7974	\$715,739
IFT	\$25,954,008	0.3987	\$10,348
<b>FIRE</b>	Voter-Approved		
REG	\$897,591,028	3.4933	\$3,135,555
IFT	\$25,954,008	1.7466	\$45,331
<b>LAW</b>	Voter-Approved		
REG	\$897,591,028	2.7447	\$2,463,618
IFT	\$25,954,008	1.3723	\$35,617

## Estimated Tax Revenues for 2025

Starting in 2024 the Veterans Exemptions taxable value does not reduce to zero, but the tax bill does. The county calculated the taxable value without veterans for each unit to use for budgets.

2024 Taxable Value for Superior Township	899,664,803	\$	897,591,028
2024 Taxable Value for Industrial Facilities Tax/TIFA			25,954,008
2024 Total Superior Township Taxable Value			923,545,036

**Taxable Value for the Township > \$ 897,591,028**

	Millage		Revenue
1. General	0.7974	\$	715,739
2. Law	2.7447	\$	2,463,618
3. Fire	3.4933	\$	3,135,555
<b>Total</b>	<b>7.0354 mills</b>	<b>\$</b>	<b>6,314,912</b>

**Industrial Facilities/TIFA Taxable Value > \$ 25,954,008**

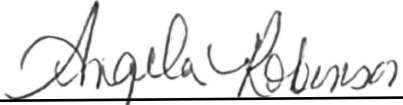
	Millage		Revenue
1. General	0.3987	\$	10,348
2. Law	1.3723	\$	35,617
3. Fire	1.7466	\$	45,331
<b>Total</b>	<b>3.5176 mills</b>	<b>\$</b>	<b>91,296</b>

### Township Estimate of Tax

General Total	\$	726,087
Law Total	\$	2,499,235
Fire Total	\$	3,180,886
<b>TOTAL</b>	<b>\$</b>	<b>6,406,208</b>

CERTIFICATION STATEMENT

I, Angela Robinson, 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 special meeting of the Charter Township of Superior Board held on December 12, 2024 and that public notices of said meeting were given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended.

  
Angela Robinson, Township Clerk

12/12/2024  
Date Certified

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

**RESOLUTION APPROVING GARRETTS SPACE  
DEVELOPMENT AGREEMENT**

**RESOLUTION NUMBER: 2024-59A**

**DATE: OCTOBER 21, 2024**

**WHEREAS**, the Developer desires to develop Garretts Space, on seven (7) parcels that will be combined into one lot totaling approximately 76.0 acres. The site is located at 3900 Dixboro Road, located in Section 7 of the Township, in accordance with the approved Final Site Plan dated August 30, 2024 (the "**Development**") as more particularly described in the attached **Exhibit A**; and

**WHEREAS**, the Developer is developing the residential and institutional use development pursuant to the Superior Township Zoning Ordinance No. 174, and other applicable law; and

**WHEREAS**, the Developer is using the property pursuant to the approved Garretts Space Zoning and Land Use Agreement; and

**WHEREAS**, the Developer desires to build all necessary on-site infrastructure for the Development, including but not limited to: well and septic, non-motorized trails, storm water management system, private drive, parking areas, and similar amenities in the Development ("**Site Improvements**"); and

**WHEREAS**, the Developer desires to install grading and soil erosion and sedimentation control improvements to facilitate the drainage of storm water from the Development in such a manner as is not expected to result in damage to any adjacent property outside of the Development or any site, building, or residential unit within the Development from an increase in the flow of storm water or decrease in water quality of storm water from the Development, as more fully set forth in the final engineering plans approved by the Township ("**Engineering Plans**"); and

**WHEREAS**, all agreements, approvals, and conditions agreed to by the Developer and the Township remain in effect for the Development, including, but not limited to, conditions of all approvals by the Township regarding zoning and site plan approval for the Development and permits that may have been issued by appropriate governmental review agencies for the Development; and

**WHEREAS**, on September 25, 2024, the Township approved, by action of the Superior Township Planning Commission, the Final Site Plan for STPC #23-03, Garretts Space, with conditions ("**Final Site Plan**") and all conditions of the Final Site Plan will be satisfactorily met; and,

**WHEREAS**, the approved Final Site Plan for the Development is consistent with the purposes and objectives of the Township's Zoning Ordinance pertaining to the use and development of the Development; and

**WHEREAS**, Section 10.05(G) of the Superior Township Zoning Ordinance requires the execution of a Development Agreement in connection with the approval of the Final Site Plan for the Development; and

**WHEREAS**, the Development Agreement shall be binding upon the Township, the Developer of the Development, their successors-in-interest, and assigns.

**NOW, THEREFORE BE IT RESOLVED**, in consideration of the premises and the mutual covenants of the parties described in this Agreement, and with the express understanding that this Agreement contains important and essential terms as part of the approval of the Developer's Final Site Plan for the Development, the parties hereby agree as follows:

**ARTICLE I.  
GENERAL TERMS**

**Section 1.01                    Recitals Part of Agreement.**

Developer and the Township acknowledge and represent that the foregoing recitals are true, accurate and binding on the respective parties and are an integral part of this Agreement.

**Section 1.02                    Zoning District.**

The Township acknowledges and represents that the property is zoned PC, Planned Community District for the Development and, for purposes of recordation, shall be referred to as Garretts Space, and that the Developer's intended use as described herein is a permitted use under the PC, Planned Community District designation.

**Section 1.03                    Approval of Final Site Plan.**

The Final Site Plan dated August 30, 2024 attached hereto as **Exhibit B** has been approved pursuant to the authority granted to and vested in the Township pursuant to the Michigan Public Act 110 of the 2006 Zoning Enabling Act, as amended.

**Section 1.04                    Conditions of Final Site Plan Approval.**

The Developer and the Township acknowledge that the approved Final Site Plan for the Development referenced in Section 1.03 incorporates the Township's complete and final approved conditions and requirements for the Final Site Plan that were adopted by the Township Planning Commission pursuant to recommendations by the consultants and departments of the Township.



**Section 1.05 Agreement Running with the Land.**

The terms, provisions and conditions of this Agreement shall be deemed to be of benefit to the Development described herein, shall be deemed a restrictive covenant which shall run with the land and be binding upon and inure to the benefit of the parties and their successors and assigns, and binding upon the successors-in-interest to any portion of the Development, and may not be modified or rescinded except as provided in Section 3.01 below.

**Section 1.06 Developer Responsibilities for Improvements and Assessments.**

Except as otherwise provided for in this Agreement and except as dedicated by the Developer to the Township or other governmental authorities after approval of the Township, the Developer shall be responsible for the maintenance of all Site Improvements.

**ARTICLE II.  
PROVISIONS REGARDING DEVELOPMENT**

**Section 2.01 PD Agreement.**

The permitted principal uses and development parameters within the Development shall conform to the list of allowable land uses and regulations specified on the adopted and recorded PD Agreement and Site Plan for the Development, along with any other accessory uses and/or amenities permitted under the Township's ordinances.

**Section 2.02 Payment of Fees and Invoices.**

Developer shall pay all such applicable fees and invoices as may be due and payable prior to the issuance of building permits. Construction permit fees for buildings to be constructed within the Development shall be the responsibility of the party requesting such permits.

**Section 2.03 Common Elements.**

As used in this Agreement the term Common Elements refers to the following items:

- (a) Open space
- (b) Parking Areas
- (c) Private Drives
- (d) Pathways
- (e) Detention areas
- (f) Storm water drainage; and
- (g) Any other items depicted in the Final Site Plan and designated as a Common Element.

**Section 2.04 Use of Detention Areas; Use of Open Space and Park Areas.**

Certain portions of the Development are to be used for storm water detention and drainage; recreation, open space, wetlands as depicted in the approved drainage plan and/or Final Site Plan.

**Section 2.05                    Changes and Improvements.**

Incidental changes to the Development, the Final Site Plan, or to the Site Improvements may be installed or constructed with the prior approval of the Township Building Official, Planning & Zoning Administrator, and the Township Supervisor set forth in Administrative Approval, of Zoning Ordinance 174 which approval shall not unreasonably be withheld. All other improvements and changes must be approved by the Township Planning Commission.

**Section 2.06                    Performance Guarantees.**

Prior to the commencement of any work on the Site Improvements in the Development, the Developer shall deliver to the Township financial security by means of a certified check, cash, or an irrevocable letter of credit (hereafter referred to as the "**Security**") that names the Township as the beneficiary thereof in an amount equal to the estimated costs as approved by the Township consulting engineers, which approval may not be unreasonably withheld for the following items with respect to the Development:

- (a) All Site Improvements to be installed pursuant to the Final Site Plan and approved Engineering Plans.
- (b) All Site Improvements to be installed pursuant to the issuance of any Township building permit.

The Security may be amended or replaced from time to time as expressly provided in this Agreement.

The Security may be drawn upon by the Township only as expressly permitted in this Agreement.

**Section 2.07                    Completion of Site Improvements.**

All Site Improvements will be installed in compliance with the approved Engineering Plan. Site Improvements shall be installed, as depicted on the Final Site Plan and approved final Engineering Plans by no later than the time of application for the building permit for the construction of the first building. The first building permit may be issued if the franchise utilities (gas, electric, telephone, cable TV) are not installed, but no certificate of occupancy will be issued until the franchise utilities have been completed.

**Section 2.08    Fire Access**

The required fire apparatus access road, as shown on the Final Site Plan, shall not obstructed in any manner, overhead utility and powerlines and/or tree branches shall not be located over the fire access road, and that the road is to be maintained (including snow removal) at all times. The minimum widths and clearances established in Section 503.2.1 and 503.2.2 shall be maintained at all times.

**Section 2.09                    Responsibility to Preserve, Retain, and Maintain the Development and Common Elements.**

The Developer shall regularly remove, but no less frequently than once a month, all construction debris and rubbish within the Development and for maintaining the function of all Common Elements. The Developer shall be responsible for the function and maintenance of all Common Elements. No burning of any kind will be allowed on the site, including the burning of trees, brush, stumps, or vegetative materials while clearing the site, or of construction materials during construction.

In the event the Developer fails at any time to preserve, retain, or maintain the function of the Common Elements, the Township may serve written notice upon the Developer setting forth the manner in which the Developer has failed to maintain or preserve the Common Element. Such notice shall include a demand that deficiencies in maintenance or preservation be cured within thirty (30) days of the notice. If the deficiencies set forth in the original notice, or any modification thereof, are not cured within such thirty (30) day period or any extension thereof, the Township, in order to prevent the Common Element from becoming a nuisance, may, but is not obligated to, enter upon the Common Element and perform the required maintenance or otherwise cure the deficiencies. The Township's reasonable cost to perform any such maintenance or cure, together with a surcharge equal to fifteen percent (15%) for administrative costs, shall be assessed against the Developer, on the Township's tax rolls for the Development.

**Section 2.10                    Private Drives.**

All drives within the Development shall be private as depicted on the approved Final Site Plan and approved Engineering Plans.

**Section 2.11                    Storm Water Management.**

The Developer shall notify the Township in writing within thirty (30) days of the date the Washtenaw County Water Resources Commission (WCWRC) becomes responsible for the storm water management system, including its related detention basin areas, inlet and outlet areas (the "**Storm Water Management System**") as depicted on the Final Site Plan. Notwithstanding the dedication and acceptance of the Storm Water Management System by the WCWRC, the Developer shall be responsible for the maintenance and appearance of the Storm Water Management System. The detention basin(s) or components thereof, shall not be maintained in an unkempt manner.

**Section 2.12    Water Supply, and Sanitary Sewage Disposal Facilities.**

Water supply in the form of on-site wells shall be provided to serve the uses on the Property, approved by the Washtenaw County Health Department.

Sanitary sewage disposal shall be provided to serve the uses on the Property by on-site septic tanks and fields consistent with the plans and specifications approved by the Washtenaw County Health Department, with permit to be issued pending well installation.

**Section 2.13 Escrow Amounts.**

Prior to the pre-construction meeting, the Developer shall pay the Township an amount to be established by the Township's engineers as an escrow to cover the costs of construction administration and inspection of the Site Improvements, and other related infrastructure in the Development. The Developer will deposit additional funds from time to time to cover the costs of inspections performed by the Township's consultants, as outlined in the Zoning Ordinance and engineering standards, or when the escrow amount has been depleted prior to final approval of the Site Improvements, and other related infrastructure in the Development.

**Section 2.14 Engineering Approval of Plans.**

In accordance with Superior Township Ordinance and Superior Township Engineering Design Specifications, no construction work or grading shall be performed on the Development until Engineering Plans are reviewed and approved.

**Section 2.15 Construction Access.**

Developer shall take all reasonable measures requested by the Township to reduce any dirt, mud and dust created by trucks traveling to and from the Development during construction. This may include regular cleaning of streets, cleaning and replacement of the mud mat at the entrance to the Development, as well as deploying a water truck on site when dust conditions create a nuisance during the site development stage of construction, the expense of which shall be borne exclusively by the Developer.

**Section 2.16 Construction Work Schedule.**

Construction work within the Development (including excavation, demolition, alteration, and erection) and construction noises shall be prohibited at all times other than:

Monday through Saturday from 7:00 A.M. to 6:00 P.M.

The Township may issue a work permit for hours other than those identified immediately above upon written request of the owner or owner's representative. The request must demonstrate unusual or unique circumstances relating to the proposed construction hours.

**Section 2.17 Engineering and Certification.**

- (a) Developer shall furnish as-built drawing plans signed and sealed by an engineer licensed in the State of Michigan indicating that the site grading, water transmission system, sanitary sewer system, storm water conveyance, soil erosion/ sedimentation and detention/retention facilities have been constructed in substantial accordance with the approved Engineering Plans. Format shall be as requested by Township Engineer. All inspections for water and sewer (sanitary and storm) installations are to be performed by the Township engineers,

with applicable fees paid by Developer. The Township will review and approve improvements in accordance with the Township "Engineering Design Specification for Site Improvements" and other applicable laws and ordinances.

- (b) Developer shall furnish as-built drawing plans in digital format that is in conformance with the Charter Township of Superior Standards for Submitting Digital As-Built Drawings, Revised March 2007 as amended.

**Section 2.18                    Underground Utilities.**

The Developer shall install all electric, telephone and other communication systems underground in accordance with requirements of the applicable utility company and applicable Township Ordinances. No underground utility structures, i.e. manholes, shall be permitted in sidewalks or driveways per Superior Charter Township Engineering Standards.

**Section 2.19                    Site Grading**

- (a) The Developer or the Developer's representative shall submit as-built plot plans and certify that the as-built lot grading conforms to the Township approved site and engineering drawings within industry standards, and that building setbacks conform to the Township approved site and engineering drawings. This certification shall be prepared by and bear the seal of a professional land surveyor licensed in the State of Michigan.
- (b) The Township shall have the right to spot-check certification grades at its own discretion. The final certificate of use and occupancy of each building shall be withheld until the lot grading/setback certification is received and approved by the Township. The Township shall have the right, at its own discretion, to waive some or all of the lot grading and building setback certification requirements.

**ARTICLE III.  
MISCELLANEOUS PROVISIONS**

**Section 3.01                    Amendment and Modifications.**

No amendment or modification to or of this Agreement shall be binding upon any party hereto until such amendment or modification is reduced to writing and executed by all parties.

**Section 3.02                    Governing Law.**

This Agreement shall be governed in all respects, whether as to validity, construction, performance and otherwise, by the laws of the State of Michigan.

**Section 3.03                    Township Approval.**

This Agreement has been approved through action of the Township Board at a duly scheduled meeting.

**Section 3.04            Developer Approval.**

The signers on behalf of the Developer below represent by their signatures that they represent and have authority to bind all owners of legal and equitable title in the Development.

**Section 3.05            Execution in Counterparts.**

This Agreement may be executed in multiple counterparts, each of which shall be deemed an original and all of which shall constitute one Agreement. The signature of any party to any counterpart shall be deemed to be a signature to, and may be appended to, any other counterpart.

**Section 3.06            Preconstruction Meeting with Contractors.**

Prior to the commencement of any grading on the Development, the Developer or such other third parties shall schedule a meeting as per the Township's engineering standards with its general contractor, construction manager and the Township's applicable departments, officials, and consultants to review the applicable policies, procedures, and requirements of the Township with respect to construction of the Development.

**Section 3.07            Fees.**

The Developer shall pay for any reviews reasonably necessary to determine conformance of the Development to this Agreement. This fee would include review time by the Township Engineer, Planner or Attorney.

**Section 3.08            Recordation of Agreement.**

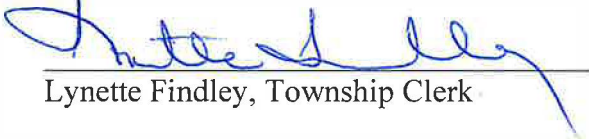
The Township shall record this Agreement with the Washtenaw County Register of Deeds and shall provide a true copy to the Developer. All costs associated with the recording of this Agreement shall be borne by the Developer. This Agreement will run with the land.

**Section 3.09 Mutual Cooperation.**

Each party to this Agreement shall (i) take all actions required of it by the terms of this Agreement as expeditiously as possible; (ii) cooperate, to the fullest extent possible, with the other party to this Agreement and with any individual, entity or governmental agency involved in or with jurisdiction over the engineering, design, construction or operation of the Development, or any other improvements which are undertaken in connection with the foregoing, in the granting and obtaining of all easements, rights of way, permits, licenses, approvals and any other consents or permissions necessary for the construction or operation thereof, and including cooperation reasonably necessary to obtain loans or grants; (iii) execute and deliver all reasonable documents necessary to accomplish the purposes and intent of this Agreement, including, but not limited to, such documents or agreements as may be required by the lenders with respect to the Development to secure the financing from such lenders; and (iv) use its reasonable efforts to assist the other party to this Agreement in the discharge of their respective obligations hereunder.

**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 October 21, 2024 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

10/21/2024  
Date Certified



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

**RESOLUTION ADOPTING GENERAL APPROPRIATIONS ACT:  
2025 BUDGETS FOR ALL FUNDS**

**RESOLUTION NUMBER: 2024-59B**

**DATE: DECEMBER 12, 2024**

**WHEREAS**, the Charter Township of Superior Board of Trustee’s has carefully reviewed the Township’s current and projected financial needs, and

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

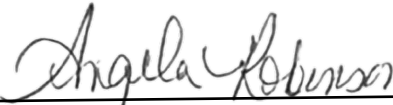
**WHEREAS**, the Board of Trustees of the Charter Township of Superior has carefully considered the projected revenues and expenditures for the coming year, and

**NOW THEREFORE BE IT RESOLVED**, that the Charter Township of Superior Board of Trustee’s adopt the proposed budgets for the 2025 calendar year: the General Fund Budget by activity dated December 12, 2024, the Fire fund Budget dated December 12, 2024, the Building Fund budget dated December 12, 2024, the Law Fund budget dated December 12, 2024, the Park Fund Budget dated December 12, 2024, the Utility Fund Budget dated December 12, 2024, The Streetlight Budget dated December 12, 2024, and the Side Street Maintenance fund budget dated December 12, 2024. The Board agrees to approve the following table:

Fund	Revenues	Expenditures	Transfers	Appropriations
General	\$2,776,004	\$2,425,485	\$412,338	\$61,819
Fire	\$3,462,486	\$2,879,002	\$583,484	-0-
Law Enforcement	\$2,980,769	\$2,124,033	\$856,736	-0-
Building	\$571,100	\$387,532	\$183,568	-0-
Parks	\$437,538	\$522,538	-0-	\$85,000
Streetlights	\$26,500	\$26,500	-0-	-0-
Side Street Maint.	\$93,700	\$93,700	-0-	-0-
Amer. Rescue Plan	\$703,413	\$703,413	-0-	-0-
Utilities	\$5,144,861	\$4,879,800	\$265,061	-0-
Legal Defense	-0-	\$20,000	-0-	\$20,000

CERTIFICATION STATEMENT

I, Angela Robinson, 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 special meeting of the Charter Township of Superior Board held on December 12, 2024 and that public notices of said meeting were given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended.

  
Angela Robinson, Township Clerk

12/12/2024  
Date Certified

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

**RESOLUTION TO ESTABLISH AND APPOINT MEMBERS TO THE ZONING  
ORDINANCE REWRITE STEERING COMMITTEE**

**RESOLUTION NUMBER: 2024-60A**

**DATE: OCTOBER 21, 2024**

**WHEREAS**, the Superior Charter Township Board of Trustees, on April 2024, approved Resolution No. 2024-22 authorizing the Township to contract with Carlisle Wortman Associates (CWA) to undertake a comprehensive rewrite of Zoning Ordinance No. 174, originally adopted August 14, 2008; and

**WHEREAS**, significant progress has been made on the reorganization and restructuring of the existing Zoning Ordinance to improve clarity, ease of use, and functionality for the general public, applicants, Township staff, and the Planning Commission; and

**WHEREAS**, the next phase of the rewrite project involves amending the zoning language, with initial drafts of Articles 1-4 anticipated to be ready for review by October or November 2024; and

**WHEREAS**, a Zoning Ordinance Steering Committee (“Steering Committee”) is necessary to assist with planning, stakeholder engagement, policy development, and reviewing the proposed changes to ensure alignment with the revised 2024 Master Plan, community character, and goals for sustainable development; and

**WHEREAS**, at the September 25, 2024, Planning Commission meeting, three (3) Planning Commissioners—Jay Gardner, Thomas Brennan, and Nahid Sani-Yahyai—were identified to serve on the Steering Committee; and

**WHEREAS**, the Steering Committee is anticipated to meet no more than six (6) times, one (1) hour prior to regularly scheduled Planning Commission meetings, with the possibility of additional meetings outside regular meeting times, leading to a question of whether additional compensation is warranted for such time;

**NOW, THEREFORE, BE IT RESOLVED** that the Superior Charter Township Board of Trustees hereby:

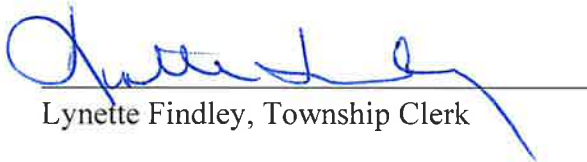
1. Approves the establishment of the Zoning Ordinance Steering Committee for the purpose of providing oversight, engaging stakeholders, recommending policy updates, and reviewing the draft zoning ordinance.

2. Appoints the following Planning Commissioners to the Steering Committee:
  - **Jay Gardner**
  - **Thomas Brennan**
  - **Nahid Sanii-Yahyai**
3. Directs the Steering Committee to convene no more than six (6) meetings, one hour prior to the Planning Commission meetings, unless additional meetings are necessary to complete the review process.

**BE IT FURTHER RESOLVED** that the Zoning Ordinance Steering Committee will submit its final recommendations to the Superior Charter Township Planning Commission and Township Board for review and approval.

**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 October 21, 2024 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

10/21/2024  
Date Certified

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

**RESOLUTION TO MOVE THE REPORTING OF THE TOWNSHIP CONTROLLER  
TO THE TOWNSHIP CLERK'S OFFICE**

**RESOLUTION NUMBER: 2024-60B**

**DATE: NOVEMBER 18, 2024**

**WHEREAS**, the Charter Township of Superior is committed to ensuring the most efficient and effective administrative and financial reporting structure; and

**WHEREAS**, the Township recognizes the need for clear lines of communication and reporting within its government structure to optimize operations; and

**WHEREAS**, it is a typical reporting structure for a township controller to report to the Township Clerk's office in many municipalities, which has proven to be effective; and

**WHEREAS**, such a reporting structure facilitates better coordination, oversight, and accountability of the financial operations of the township; and

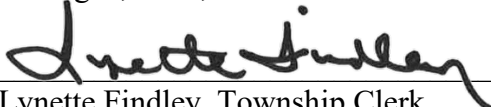
**WHEREAS**, the Township Clerk is the official record keeper of the Township and works in concert with the Controller and Treasurer's Office to review and execute the release of funds, ensuring a high level of fiscal responsibility and transparency; and

**WHEREAS**, under MCL Section 41.65, the Township Clerk is mandated to maintain custody of all township records, books, and papers, and is responsible for the detailed accounting records of the township, including journals and ledgers that reflect the assets, liabilities, fund equities, revenues, and expenditures for each fund, ensuring proper financial oversight and adherence to the uniform chart of accounts prescribed by the state treasurer.

**NOW, THEREFORE, BE IT RESOLVED** that the Charter Township of Superior hereby moves the reporting of the Township Controller to the Township Clerk's Office, aligning the reporting structure with the statutory duties outlined in MCL Section 41.65.

**CERTIFICATION STATEMENT**

I, Lynette Findley, the duly qualified Clerk of the Charter Township of Superior, Washtenaw County, Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted at a regular meeting of the Charter Township of Superior Board held on November 18, 2024 and that public notices of said meeting were given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended.

  
Lynette Findley, Township Clerk

11/20/2024  
Date Certified

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

**RESOLUTION TO APPROVE PURCHASE FOR UTILITY DEPARTMENT HEAVY  
DUTY EQUIPMENT**

**RESOLUTION NUMBER: 2024-61A**

**DATE: OCTOBER 21, 2024**

**WHEREAS**, the Superior Township Utility Department needs to purchase heavy duty equipment for its growing maintenance demands throughout the Township.

**WHEREAS**, equipment such as a Compact Track loader has been costly and rented annually to cut and remove overgrown brush from areas that require access to water valves or hydrants.

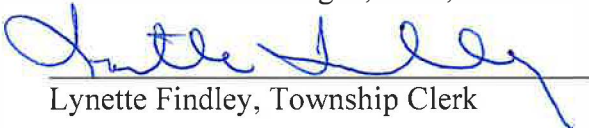
**WHEREAS**, the need for heavy equipment is becoming greater to adequately repair main breaks and address other needs for digging.

**WHEREAS**, it is recommended that Charter Township of Superior Board of Trustees approve the purchase of a Case TV370B compact track loader with attachments (pallet fork, HD dirt bucket with bolt on cutting edge, Paladin Bradco Ultra HD high flow shark brush cutter), a Kobelco SK85CS-7 and a GVWR equipment trailer from Southeastern Equipment Co. of Novi, Michigan via MiDeal in the amount of \$251,108.00.

**NOW, THEREFORE, IT BE RESOLVED** that the Charter Township of Superior Board of Trustees hereby approves heavy duty equipment be purchased for the Utility Department from Southeastern Equipment Company for a total amount of \$251,108.00.

**CERTIFICATION STATEMENT**

I, Lynette Findley, the duly qualified Clerk of the Charter Township of Superior, Washtenaw County, Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted at a regular meeting of the Charter Township of Superior Board held on October 21, 2024 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

10/21/2024  
Date Certified

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

**RESOLUTION TO APPROVE THE PURCHASE OF FIRE NOZZLES AND  
APPLIANCES USING FEMA ASSISTANCE TO FIREFIGHTERS GRANT FUNDS**

**RESOLUTION NUMBER: 2024-61B**

**DATE: NOVEMBER 18, 2024**

**WHEREAS**, the Charter Township of Superior Fire Department was awarded the Fiscal Year 2023 FEMA Assistance to Firefighters Grant (AFG) under award number EMW-2023-FG-05927 on July 8, 2024, for the purchase of fire nozzles and appliances; and

**WHEREAS**, this grant is part of a regional effort involving the fire departments of Pittsfield Township, Northfield Township, and the City of Belleville, with a total project budget of \$156,401.00, including \$142,182.72 in Federal funding and a required 10% local cost share of \$14,218.28; and

**WHEREAS**, a request for bids was issued via Bidnet/Biddirect, with bid submissions received and opened on October 30, 2024, by Nancy Mason and Fire Chief Vic Chevrette; and

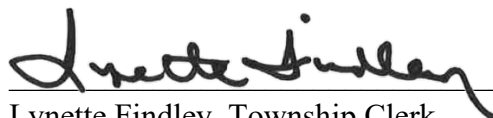
**WHEREAS**, two bids were received and reviewed: MacQueen Company of St. Paul, Minnesota, with a bid amount of \$101,311.00 (including a 20% factory discount), and Municipal Emergency Services (MES) of Sandy Hook, Connecticut, with a bid amount of \$123,175.57; and

**WHEREAS**, the bid from MacQueen Company was deemed the lowest responsible bid and met all the required specifications for the purchase of the nozzles and appliances needed for the Superior Township Fire Department and its regional partners.

**NOW, THEREFORE, BE IT RESOLVED** that the Charter Township of Superior hereby approves the purchase of fire nozzles and appliances as specified in the bid from MacQueen Company, in the amount of \$101,311.00, using the awarded FEMA grant funds and authorizes the allocation of the required local cost share of \$14,218.28. The Township Board directs the Supervisor, Clerk, and Fire Chief to execute all necessary documents for the procurement, ensuring compliance with the grant terms and maintaining proper financial records per MCL Section 41.65.

**CERTIFICATION STATEMENT**

I, Lynette Findley, the duly qualified Clerk of the Charter Township of Superior, Washtenaw County, Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted at a regular meeting of the Charter Township of Superior Board held on November 18, 2024 and that public notices of said meeting were given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended.

  
Lynette Findley, Township Clerk

11/20/2024  
Date Certified



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

**RESOLUTION TO APPROVE THE SALE OF TRAILER MOUNTED GENERATOR  
FOR UTILITY DEPARTMENT**

**RESOLUTION NUMBER: 2024-62A**

**DATE: OCTOBER 21, 2024**

**WHEREAS**, the Superior Township Utility Department owns a 20-year-old trailer mounted generator that was used for the old Clark Road Lift Station during power outages.

**WHEREAS**, the trailer mounted generator is no longer needed after the new Lift Station was constructed.

**WHEREAS**, the trailer mounted generator is valued at approximately \$15,000.00 and YCUA is offering to buy it for \$18,000.00.


**WHEREAS**, it is recommended that Supervisor, Ken Schwartz, approve the sale of the trailer mounted generator to YCUA for \$18,000.00.

**WHEREAS**, MCL 42.10 (m) authorizes the Township supervisor to “conduct all sales of personal property which the township board may authorize to be sold.”

**NOW, THEREFORE, IT BE RESOLVED** that the Charter Township of Superior Board of Trustees hereby authorizes the Supervisor to sell the trailer mounted generator for the amount of \$18,000.00 and deposit the proceeds into the Superior Township Utility Department Capital Reserves Fund.

**CERTIFICATION STATEMENT**

I, Lynette Findley, the duly qualified Clerk of the Charter Township of Superior, Washtenaw County, Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted at a regular meeting of the Charter Township of Superior Board held on October 21, 2024 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

10/21/2024  
Date Certified

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

**RESOLUTION TO APPROVE ARPA ALLOCATION TO WASHTENAW COUNTY  
FOR EAST WASHTENAW COMMUNITY AND RECREATION CENTER  
RESOLUTION NUMBER: 2024-62B**

**DATE: NOVEMBER 18, 2024**

**WHEREAS**, the Charter Township of Superior has been allocated American Rescue Plan Act (ARPA) funds from the U.S. Department of Treasury for the purpose of supporting community development initiatives; and

**WHEREAS**, the Charter Township of Superior recognizes the need for enhanced community and recreational facilities to serve its residents and the surrounding areas; and

**WHEREAS**, the Township, in collaboration with Washtenaw County, has identified the development of the East Washtenaw Community and Recreation Center (EWCRC) as a critical project to meet these needs, with a proposed site at 1500 Stamford Rd., a 26-acre property owned by Washtenaw County and spanning both Ypsilanti and Superior Township; and

**WHEREAS**, the Township intends to allocate \$445,472.52 of its ARPA funds to support the planning, development, and initial operational phases of the EWCRC, with the understanding that a formal agreement will be drafted and finalized before December 31, 2024, in compliance with federal ARPA regulations; and

**WHEREAS**, the Charter Township of Superior will remain the primary recipient of the ARPA funds, and Washtenaw County will be designated as a subrecipient, subject to federal reporting and evaluation requirements as stipulated by the U.S. Department of Treasury and the Township's ARPA guidelines; and

**WHEREAS**, the allocation of these funds will support Washtenaw County's efforts to secure architects and engineers through a competitive RFP process, establish a strategy for affordability and accessibility of the center for Superior Township residents, and provide quarterly progress reports to the Township Board regarding the project; and

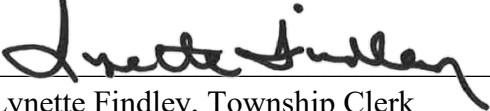
**WHEREAS**, the approval of this allocation is contingent upon future review and approval of a formal subrecipient agreement by the Charter Township of Superior Administrative Officials and the Washtenaw County Board of Commissioners.

**NOW, THEREFORE, BE IT RESOLVED** that the Charter Township of Superior hereby approves the allocation of \$445,472.52 of its ARPA funds to Washtenaw County for the development of the East Washtenaw Community and Recreation Center and directs the

Township Attorney to draft an agreement with Washtenaw County, subject to final review and approval by the Township Clerk, Treasurer, and Supervisor. The Township is further directed to comply with all federal reporting requirements and ensure proper financial oversight in accordance with U.S. Department of Treasury guidelines.

**CERTIFICATION STATEMENT**

I, Lynette Findley, the duly qualified Clerk of the Charter Township of Superior, Washtenaw County, Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted at a regular meeting of the Charter Township of Superior Board held on November 18, 2024 and that public notices of said meeting were given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended.

  
\_\_\_\_\_  
Lynette Findley, Township Clerk

11/20/2024  
Date Certified

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

**RESOLUTION TO APPROVE THE REPLACEMENT FENCE FOR PROSPECT  
POINTE LIFT STATION**

**RESOLUTION NUMBER: 2024-63A**

**DATE: OCTOBER 21, 2024**

**WHEREAS**, the Prospect Pointe Lift Station was built, to serve as a temporary structure but has now been made a permanent structure.

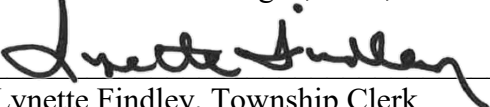
**WHEREAS**, the old chain link fence is now in need of replacement, the Prospect Pointe Lift Station will be more secure and less likely a target for tampering with iron rod fencing.

**WHEREAS**, it is recommended that Superior Charter Township Board of Trustees approve the replacement of the Prospect Pointe Lift Station fence in the amount of \$31,400.00 by Precision Fence LLC of Ypsilanti, Michigan.

**NOW, THEREFORE, IT BE RESOLVED** that the Superior Charter Township Board of Trustees hereby approves replacement of Prospect Pointe Lift Station fencing for the amount of \$31,400.00.

**CERTIFICATION STATEMENT**

I, Lynette Findley, the duly qualified Clerk of the Charter Township of Superior, Washtenaw County, Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted at a regular meeting of the Charter Township of Superior Board held on October 21, 2024 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

10/21/2024  
Date Certified

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

**RESOLUTION TO AFFIRM THE 2025 SALARY OF  
CHARTER TOWNSHIP OF SUPERIOR CLERK**

**RESOLUTION NUMBER: 2024-63B**

**DATE: DECEMBER 16, 2024**

**WHEREAS**, the Charter Township of Superior Board of Trustees approved the 2025 budgets for all funds on December 16, 2024, and

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

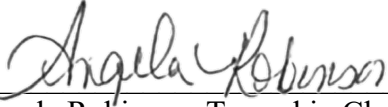
**WHEREAS**, the Township auditors have requested that the compensation for the full-time elected officials and the Board of Trustees be approved by the Board of Trustees by resolution, and

**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 *\$101,391* which is two percent (2.0%) higher in 2025 than her compensation of \$99,403 in 2024 as listed in the 2025 budget adopted by the Charter Township of Superior Board of Trustees.

**CERTIFICATION STATEMENT**

I, Angela Robinson, 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 16, 2024, and that public notices of said meeting were given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended.

  
\_\_\_\_\_  
Angela Robinson, Township Clerk

12/16/2024  
Date Certified

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

**RESOLUTION TO ACCEPT THE MICHIGAN NATURAL RESOURCES TRUST FUND  
GRANT AGREEMENT FOR THE SUPERIOR GREENWAY NATURE PRESERVE  
ACQUISITION**

**RESOLUTION NUMBER: 2024-64A**

**DATE: OCTOBER 21, 2024**

**WHEREAS**, Charter Township of Superior in the County of Washtenaw has applied for and been awarded a Michigan Natural Resources Trust Fund (MNRTF) grant to assist in the acquisition of land for the Superior Greenway Nature Preserve; and

**WHEREAS**, the Michigan Department of Natural Resources (DNR) has provided a grant agreement, project number TF23-0058, for the acquisition of 161.84 acres of land in Superior Charter Township for the purpose of resource protection and public outdoor recreation; and

**WHEREAS**, the total project cost is estimated at \$1,540,000.00, with the MNRTF providing \$1,020,000.00 in grant funds (67%) and the Township committing to provide \$520,000.00 as matching funds (33%); and

**WHEREAS**, the acquisition of this property will enhance the quality of life for Township residents and visitors by preserving open space, protecting natural resources, and providing opportunities for outdoor recreation; and

**WHEREAS**, the Township must comply with the terms and conditions outlined in the MNRTF grant agreement, including financial documentation, site maintenance, and public access requirements;

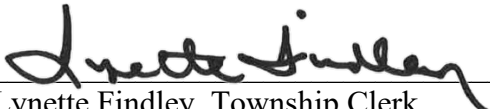
**NOW, THEREFORE, BE IT RESOLVED** that the Superior Charter Township Board of Trustees hereby:

1. Accepts the terms of the Michigan Natural Resources Trust Fund Grant Agreement for the Superior Greenway Nature Preserve Acquisition Project No. TF23-0058.
2. **Commits to providing matching funds in the amount of \$520,000.00**, representing 33% of the total project cost, as required by the grant agreement.
3. Maintain satisfactory financial accounts, documents, and records to make them available to the DEPARTMENT for auditing at reasonable times in perpetuity.
4. Regulate the use of the property acquired and reserved under this Agreement to assure the use thereof by the public on equal and reasonable terms.
5. Comply with any and all terms of said Agreement including all terms not specifically set forth in the foregoing portions of this Resolution.

**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 October 21, 2024

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

10/21/2024  
Date Certified

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

**RESOLUTION TO AFFIRM THE 2025 SALARY OF  
THE CHARTER TOWNSHIP OF SUPERIOR TREASURER**

**RESOLUTION NUMBER: 2024-64B**

**DATE: DECEMBER 16, 2024**

**WHEREAS**, the Charter Township of Superior Board of Trustees approved the 2025 budgets for all funds on December 16, 2024, and

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

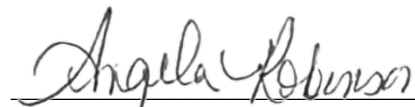
**WHEREAS**, the Township auditors have requested that the compensation for the full-time elected officials and the Board of Trustees be approved by the Board of Trustees by resolution; and

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

**NOW THEREFORE, BE IT RESOLVED**, that compensation for the Treasurer be \$101,391.00 which is *two percent (2.0%)* higher in 2025 than her compensation of \$99,403.00 in 2024 as listed in the 2025 budget adopted by the Charter Township of Superior Board of Trustees.

**CERTIFICATION STATEMENT**

I, Angela Robinson, 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 16, 2024, and that public notices of said meeting were given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended.

  
\_\_\_\_\_  
Angela Robinson, Township Clerk

12/16/2024  
Date Certified



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# SUPERIOR TOWNSHIP Record of Disbursements

Date: February 18, 2025

\*Contains all checks written since last report for the following funds:

General Bank - includes all checks written from the following funds:

101 - General Fund

203 - Side Street Maintenance Fund

211 - Legal Defense Fund

219 - Streetlight Fund

249 - Building Fund

266 - Law Fund

508 - Park Fund

206 - Fire Fund

592 - Utility Dept.

701 - Trust & Agency Fund

**Total amount for all disbursements - \$ 1,331,897.33**

Note: Some of these checks were presented to the board for approval. All others are either pre-approved or under \$3,000.00 for Government Funds and \$5,000 for Utility Dept.

Check Date	Bank	Check	Vendor Name	Description	Amount
Bank GENL GENERAL BANK					
Check Type: Paper Check					
01/28/2025	GENL	49213	BILL BALMES	CELL PHONE STIPEND - JANUARY	50.00
01/28/2025	GENL	49214	BLUE CROSS/BLUE SHIELD-M	MEDICAL INSURANCE - FEB 2025	3,765.85
01/28/2025	GENL	49215	CARLISLE WORTMAN ASSOCIATES	PLANNING SERVICES	67.50
				PLANNING SERVICES	7,057.50
				PLANNING SERVICES - OFFICE HOURS DECEMBE	3,000.00
				IN HOUSE PLANNER (DECEMBER)	6,597.50
					<u>16,722.50</u>
01/28/2025	GENL	49216	CONKLIN LANDSCAPING, INC	SALTING/PLOWING OF PARKING LOT @ TOWNHA	750.00
01/28/2025	GENL	49217	DAVID PAVLOV	SANTA @ CHIRSTMAS EVENT	80.00
01/28/2025	GENL	49218	DELTA DENTAL	DENTAL INSURANCE - FEB 2025	843.48
01/28/2025	GENL	49219	DON WALIGORE	CELL PHONE STIPEND - DEC 24	40.36
01/28/2025	GENL	49220	DTE ENERGY	STREETLIGHTS -DECEMBER 2024	8,457.95
01/28/2025	GENL	49221	FASTSIGNS	NAME PLATES NEW EMPLOYEES	317.91
01/28/2025	GENL	49222	FEDEX	OVERNIGHT MAIL	27.06
01/28/2025	GENL	49223	GENE BUTMAN FORD SALES, INC.	REPAIR OF ASSESSING TRUCK	716.65
01/28/2025	GENL	49224	HOWLETT LOCK & DOOR, INC.	REPAIR LOCK FOR TREASURY DEPT	118.00
01/28/2025	GENL	49225	JASON'S TREE SERVICE	REMOVE TREES AT NORFOLK PARK	825.00
				REMOVE CHRISTMAS TREE LIGHTS	675.00
					<u>1,500.00</u>
01/28/2025	GENL	49226	KRISTINA CARR-RANKIN	CELL PHONE STIPEND - JANUARY	50.00
01/28/2025	GENL	49227	LEENA WRIGHT	CELL PHONE STIPEND - JANUARY	50.00
01/28/2025	GENL	49228	LISA LEWIS	CELL PHONE STIPEND - JANUARY	50.00
				MILEAGE REIMBURSEMENT DEC 24	29.48
				MILEAGE REIMBURSEMENT 1/2-15/25	72.24
					<u>151.72</u>
01/28/2025	GENL	49229	MEDMUTUAL LIFE	LIFE INSURANCE - FEB 2025	329.17
01/28/2025	GENL	49230	MICHIGAN TOWNSHIP'S ASSOCIATION	BOOKS FOR CLERK'S DEPARTMENT	230.00
01/28/2025	GENL	49231	MPARKS	2025 MPARKS MEMBERSHIP	540.00
01/28/2025	GENL	49232	NANCY MASON	CELL PHONE STIPEND - JANUARY	50.00
01/28/2025	GENL	49233	O'REILLY AUTOMOTIVE, INC.	SHOP SUPPLIES & MOTOR OIL	84.58
01/28/2025	GENL	49234	PAULA CALOPISIS	CELL PHONE STIPEND - JANUARY	50.00
01/28/2025	GENL	49235	PRINTING SYSTEMS, INC.	ELECTION MASTER CARDS	65.74
01/28/2025	GENL	49236	QUADIANT FINANCE USA, INC.	POSTAGE REFILL FOR MACHINE	500.00
01/28/2025	GENL	49237	ROBERT ACTON	62-MECH/PLUMB INSPECTIONS 1/11-24/25	3,100.00
01/28/2025	GENL	49238	SAFELITE FULFILLMENT, INC	WINDSHIELD REPAIR - 2011 FORD PU	93.00
01/28/2025	GENL	49239	SUPERIOR TOWNSHIP CREDIT CARD ACCT	ANN ARBOR NEWS SCRIPT 2025	100.00
				NEW USER CREATION - JCM MEDIA	300.00
				PRIME MEMBERSHIP RENEWAL AMAZON	129.00
				QUICKBOOKS -JAN 25	281.50
				SMARTSHEET -JANUARY	9.00
				ICHAT	20.00
				CONFERENCE	160.00
				ADAMS - 1099'S PROCESSING	100.43
					<u>1,099.93</u>
01/28/2025	GENL	49240	VOID		

Check Date	Bank	Check	Vendor Name	Description	Amount
01/28/2025	GENL	49241	Void Reason: Created From Check SUPERIOR TWP PAYROLL FUND	Run Process CASH TRANSFER 1/30/25 PAY	58,248.70
01/28/2025	GENL	49242	TAZ NETWORKS, INC	NETWORK FLAT FEE -JANUARY 2025 EMAIL ISSUES DOCUWARE SET UP FOR NEW USERS	1,299.73 87.00 426.00 <u>1,812.73</u>
01/28/2025	GENL	49243	TERMINIX PROCESSING CENTER	PEST CONTROL -JANUAYR 2025	127.00
01/28/2025	GENL	49244	THE REINHALT-THOMAS CORPORATION	2011 FORD PICKUP TIRES	1,235.36
01/28/2025	GENL	49245	VSP INSURANCE CO	VISION INSURANCE - FEB 25	214.17
01/28/2025	GENL	49246	WASHTENAW COUNTY TREASURER	EARLY VOTING REIMBURSEMENT	2,305.82
02/04/2025	GENL	49247	AMAZON CAPITAL SERVICES, INC	OFFICE SUPPLIES NEW BATTERY BACKUP SURGE PROTECTOR	64.17 59.99 <u>124.16</u>
02/04/2025	GENL	49248	ANN ARBOR AREA TRANSPORTATION AUTH.	2025 - JANUARY	10,128.91
02/04/2025	GENL	49249	COMCAST	PHONES - FEB 25	745.53
02/04/2025	GENL	49250	CONKLIN LANDSCAPING, INC	SALTING OF PARKING LOT @ TOWNHALL SALTING OF PARKING LOT @ TOWNHALL SALTING OF PARKING LOT @ TOWNHALL	500.00 975.00 400.00 <u>1,875.00</u>
02/04/2025	GENL	49251	DTE ENERGY	OLD TOWN HALL GAS-JAN 25 GEN/LAW SPLIT/GENERATOR-GAS -JAN 25 APT "1" GAS - JAN 25 GEN/LAW SPLIT/OLD TOWN HALL ELEC -JAN ELECTRIC - PARKS BARN - JAN 25	133.85 1,086.75 384.86 1,140.35 19.72 <u>2,765.53</u>
02/04/2025	GENL	49252	GORDON FOOD SERVICE, INC.	BUILDING SUPPLIES	142.34
02/04/2025	GENL	49253	HOME DEPOT CREDIT SERVICES	SHOP SUPPLIES	209.51
02/04/2025	GENL	49254	MICHIGAN DEPARTMENT OF AGRICULTURE	SCALE CALIBRATION	145.00
02/04/2025	GENL	49255	SAM'S CLUB/SYNCHRONY BANK	BANK FEES	32.24
02/04/2025	GENL	49256	STAPLES	OFFICE SUPPLIES	92.58
02/04/2025	GENL	49257	SUPERIOR TOWNSHIP CREDIT CARD ACCT	ELECTRONIC FILING OF A 1099 ZOOM -JANUARY 2025	3.25 79.98 <u>83.23</u>
02/04/2025	GENL	49258	SUPERIOR TWP FIRE FUND	\$ OWED FOR ERROR IN POSTING OF HOME DEPO	7.22
02/04/2025	GENL	49259	SUPERIOR TWP PAYROLL FUND	PENSION /HCSP - JANUARY 2025	24,144.30
02/04/2025	GENL	49260	SUPERIOR TWP UTILITY DEPARTMENT	RENT 2025 CELL PHONE - JUAN JAN 25	7,000.00 49.94 <u>7,049.94</u>
02/04/2025	GENL	49261	TAZ NETWORKS, INC	DOCUWARE ISSUES/SET UP	1,186.50
02/04/2025	GENL	49262	WASHTENAW COUNTY ROAD COMMISSION	PLYMOUTH ROAD PATHWAY SPEED BUMPS OVERBROOK DRIVE SPEED BUMPS STEPHENS DRIVE	455.21 65,516.44 55,183.51 <u>121,155.16</u>

Check Date	Bank	Check	Vendor Name	Description	Amount
02/04/2025	GENL	49263	WEX BANK	FUEL - JANUARY	171.10
02/04/2025	GENL	49264	WEX BANK	FUEL -JANUARY	101.00
02/04/2025	GENL	49265	WEX BANK	FUEL -JANUARY	114.83
02/11/2025	GENL	49266	ALLSTAR ALARM	SECURITY MONITORING 03/01/2025-05/31/820	108.00
02/11/2025	GENL	49267	AMAZON CAPITAL SERVICES, INC	BATTERIES/STAPLER	55.75
02/11/2025	GENL	49268	ASPHALT SPECIALISTS, INC.	FINAL PAYMENT INCLUDES ALL RETAINERS	110,652.07
02/11/2025	GENL	49269	CONKLIN LANDSCAPING, INC	SALTING OF PARKING LOT @ TOWNHALL	700.00
02/11/2025	GENL	49270	CULLIGAN OF ANN ARBOR/DETROIT	WATER SOFTNER SUPPLIES	241.71
02/11/2025	GENL	49271	CUMMINS SALES AND SERVICE	SCHEDULED MAINTENANCE	439.35
02/11/2025	GENL	49272	DON WALIGORE	CELL PHONE STIPEND - JAN 25	40.37
02/11/2025	GENL	49273	DTE ENERGY	DIXBORO VILLAGE GREEN ELECTRIC - JAN SIREN @ 1989 PROSPECT -- JAN 25	41.32 23.35
					<u>64.67</u>
02/11/2025	GENL	49274	DTE ENERGY	STREETLIGHTS -JANUARY 2025	8,503.20
02/11/2025	GENL	49275	FEDEX	OVERNIGHT MAIL	2.26
02/11/2025	GENL	49276	GENE BUTMAN FORD SALES, INC.	TRUCK REPAIR PARTS	53.17
02/11/2025	GENL	49277	JAMEEL S WILLIAMS	LEGAL SERVICES - JANUARY 2025	2,346.00
02/11/2025	GENL	49278	MICHIGAN CHAMBER SERVICES, INC	2025 LABOR LAW POSTERS	257.00
02/11/2025	GENL	49279	O'REILLY AUTOMOTIVE, INC.	WASHER FLUID & SCRAPPER	27.98
02/11/2025	GENL	49280	ROBERT ACTON	49-MECH/PLUMB INSPECTIONS 1/25-2/7/25	2,450.00
02/11/2025	GENL	49281	STANDARD PRINTING	BUSINESS CARDS - BILL	136.90
02/11/2025	GENL	49282	SUPERIOR TOWNSHIP CREDIT CARD ACCT	ICHA MAILCHIMP - FEBRUARY 2025 ADOBE - MONTHLY SCRIPT -FEB 25 INVOICE ADDED IN TWICE	10.00 26.50 167.93 (130.00)
					<u>74.43</u>
02/11/2025	GENL	49283	SUPERIOR TWP PAYROLL FUND	HSA FEES - FEBRUARY 2025 CASH TRANSFER 2/13/25 PAYROLL	21.25 61,037.69
					<u>61,058.94</u>
02/11/2025	GENL	49284	TAZ NETWORKS, INC	NETWORK FLAT FEE -FEBRUARY 2025 BS & A/PRINTING & IT HELP FIREWALL MANAGEMENT - FEBRUARY 2025 SET UP LAP-TOP & FOIA REQUEST	1,297.83 250.50 303.00 1,047.00
					<u>2,898.33</u>
02/11/2025	GENL	49285	WASHTENAW COUNTY ROAD COMMISSION	GEDDES ROAD PATHWAY	129,732.03
				Total Paper Check:	<u>593,843.92</u>
GENL TOTALS:					
Total of 73 Checks:					593,843.92
Less 1 Void Checks:					0.00
Total of 72 Disbursements:					<u>593,843.92</u>

Check Date	Bank	Check	Vendor Name	Description	Amount
Bank FIRE FIRE FUND					
Check Type: Paper Check					
01/28/2025	FIRE	27698	AMAZON CAPITAL SERVICES, INC	WIRE	10.99
01/28/2025	FIRE	27699	AMERICAN AQUA, INC.	WATER SOFTNER SUPPLIES	318.66
01/28/2025	FIRE	27700	AUTO VALUE YPSILANTI	ISO HEET	50.26
01/28/2025	FIRE	27701	BLUE CROSS/BLUE SHIELD-M	MEDICAL INSURANCE - FEB 25	15,778.52
01/28/2025	FIRE	27702	CANON FINANCIAL SERVICES INC.	LEASE ON COPY MACHINE - COPY USAGE	211.60
01/28/2025	FIRE	27703	COMCAST	ADD'L OUTLET STATION #1 -JAN 25 INTERNET - STATION #2 -FEB 25	10.53 421.59
					<u>432.12</u>
01/28/2025	FIRE	27704	CORRIGAN OIL COMPANY	190.10 GALLONS DIESEL	520.48
01/28/2025	FIRE	27705	DAN KIMBALL	MAFC MEMBERSHIP REIMBURSEMENT	25.00
01/28/2025	FIRE	27706	DELTA DENTAL	DENTAL INSURANCE FEB 2025	1,096.06
01/28/2025	FIRE	27707	DTE ENERGY	GAS - STATION #1 -JAN 25 ELECTRIC @ STATION #1 -JAN 25	932.96 1,130.39
					<u>2,063.35</u>
01/28/2025	FIRE	27708	EMPCO, INC.	LIEUTENANT WRITTEN EXAM	1,673.00
01/28/2025	FIRE	27709	FITNESS THINGS, INC.	MAINTENANCE ON EXERCISE EQUIPMENT	370.00
01/28/2025	FIRE	27710	HOME DEPOT CREDIT SERVICES	STATION/TRUCK SUPPLIES	751.65
01/28/2025	FIRE	27711	MEDMUTUAL LIFE	LIFE INSURANCE - FEB 2025	136.20
01/28/2025	FIRE	27712	MICHIGAN FIRE INSPECTORS SOCIETY	MFIS CONERENCE - CHIEF AND MARSHAL	850.00
01/28/2025	FIRE	27713	PRIORITY ONE EMERGENCY	TRUCK LIGHTS	1,339.92
01/28/2025	FIRE	27714	SITEONE LANDSCAPE SUPPLY, LLC	ICE MELT	965.40
01/28/2025	FIRE	27715	SUPERIOR TOWNSHIP CREDIT CARD ACCT	WATER REPAIR DRYER - STATION #1 OFFICE DEPOT GENE BUTMAN FORD	44.94 471.00 151.95 8.22
					<u>676.11</u>
01/28/2025	FIRE	27716	SUPERIOR TWP PAYROLL FUND	CASH TRANSFER 1/30/25 PAY	68,864.99
01/28/2025	FIRE	27717	SUPERIOR TWP UTILITY DEPARTMENT	WATER -STATION #2	118.35
01/28/2025	FIRE	27718	TAZ NETWORKS, INC	NETWORK FLAT FEE -JANUARY 2025 REPAIR OF SECURITY CAMERAS	680.57 73.50
					<u>754.07</u>
01/28/2025	FIRE	27719	VSP INSURANCE CO	VISION INSURANCE - FEB 25	240.79
02/04/2025	FIRE	27720	AMAZON CAPITAL SERVICES, INC	SWITCH PLATE COVERS FOR STATION #2	10.58
02/04/2025	FIRE	27721	COMCAST	INTERNET SERVICES - ST #1 -FEB 25	389.15
02/04/2025	FIRE	27722	COMCAST	PHONES - FEBRUARY 2025	894.13
02/04/2025	FIRE	27723	CORRIGAN OIL COMPANY	181.2 GALLONS OF DIESEL	516.07
02/04/2025	FIRE	27724	DAN KIMBALL	REIMBURSEMENT FOR GLUE	10.59
02/04/2025	FIRE	27725	DIGICOM GLOBAL, INC.	REPAIR OF SOUND SYSTEM STATION #2	330.00
02/04/2025	FIRE	27726	DTE ENERGY	ELECTRIC & GAS - STATION #2- JAN 2025	1,589.97
02/04/2025	FIRE	27727	DUROCHER'S	NEW WASHING MACHINE SATION #1	1,483.98
02/04/2025	FIRE	27728	ESO SOLUTIONS, INC.	EHR FAX	253.24
02/04/2025	FIRE	27729	PHILIP W. DICKINSON	HEALTH INSURANCE REIMBURSEMENT - FEB 202	325.30
02/04/2025	FIRE	27730	SUPERIOR TOWNSHIP CREDIT CARD ACCT	WITMER PUBLIC SAFETY GROUP SFPE MICHIGAN CHAPTER MEETING	179.54 42.00



Check Date	Bank	Check	Vendor Name	Description	Amount
				SFPE MICHIGAN CHAPTER MEMBERSHIP	25.00
				SFPE MICHIGAN CHAPTER MEETING - CHIEF	42.00
					<u>288.54</u>
02/04/2025	FIRE	27731	SUPERIOR TWP PAYROLL FUND	PENSION /HCSP - JANUARY 2025	53,432.36
02/04/2025	FIRE	27732	TIMOTHY WINTERS	HEALTH INSURANCE REIMBURSEMENT - FEB 202	296.89
02/04/2025	FIRE	27733	VERIZON WIRELESS	CELL PHONES -JAN 2025	521.25
02/04/2025	FIRE	27734	WEX BANK	FUEL - JANUARY	456.96
02/11/2025	FIRE	27735	AMERICAN AQUA, INC.	WATER SOFTNER SUPPLIES	318.66
02/11/2025	FIRE	27736	CLEAN & GREEN DRYER VENT EXPERTS	REPAIR DRYER AT STATION #1	178.00
02/11/2025	FIRE	27737	EMERGENT HEALTH PARTNERS	2025 - FEBRUARY	3,486.50
02/11/2025	FIRE	27738	FIREWRENCH OF MICHIGAN	REPAIR OF ENGINE #2	773.19
				REPAIR OF LADDER #11	648.81
				REPAIR OF ENGINE#2	3,669.05
				REPAIR OF ENGINE#2	375.00
				REPAIR OF ENGINE#2	335.70
					<u>5,801.75</u>
02/11/2025	FIRE	27739	LINDE GAS & EQUIPMENT, INC	OXYGEN CYLINDER RENTAL	94.86
02/11/2025	FIRE	27740	PAYETTE SALES & SERVICE, INC.	PARTS FOR E11-2	641.85
02/11/2025	FIRE	27741	SUPERIOR TWP GENERAL FUND	2025 LABOR LAW POSTERS	85.67
02/11/2025	FIRE	27742	SUPERIOR TWP PAYROLL FUND	HSA FEES - FEBRUARY 2025	51.00
				CASH TRANSFER 2/13/25 PAYROLL	65,838.70
					<u>65,889.70</u>
02/11/2025	FIRE	27743	TAZ NETWORKS, INC	FIREWALL MANAGEMENT -FEBRUARY	298.00
				NETWORK FLAT FEE -FEBRUARY 2025	680.57
				COMPUTER ISSUES	213.00
				INTERNET ISSUES	63.00
				INTERNET ISSUES	87.00
					<u>1,341.57</u>
02/11/2025	FIRE	27744	TERMINIX PROCESSING CENTER	PEST CONTROL - STATION #2	118.00
				Total Paper Check:	<u>236,003.09</u>
FIRE TOTALS:					
Total of 47 Checks:					236,003.09
Less 0 Void Checks:					0.00
Total of 47 Disbursements:					<u>236,003.09</u>

Check Date	Bank	Check	Vendor Name	Description	Amount
Bank TRUST TRUST & AGENCY					
Check Type: Paper Check					
01/28/2025	TRUST	1071	CARLISLE WORTMAN ASSOCIATES	PLANNING SERVICES	405.00
				PLANNING SERVICES	1,345.00
				PLANNING SERVICES	472.50
				PLANNING SERVICES	135.00
					<u>2,357.50</u>
01/28/2025	TRUST	1072	SUPERIOR TOWNSHIP BUILDING FUND	7466 ABIGAIL TEMP C/O ADMIN FEES	80.00
01/28/2025	TRUST	1073	SUPERIOR TWP GENERAL FUND	TRAILER FEES - DEC 2024	402.00
				PLANNING ADMIN FEE PPT WEST 3	900.00
					<u>1,302.00</u>
01/28/2025	TRUST	1074	WASHTENAW COUNTY TREASURER	TRAILER FEES - DEC 2024	2,010.00
02/04/2025	TRUST	1075	CARLISLE WORTMAN ASSOCIATES	PLANNING SERVICES	67.50
02/04/2025	TRUST	1076	INFINITY CONSTRUCTION SERVICES	TEMP C/O BOND REFUND - 1548 WEEPING WILL	500.00
02/04/2025	TRUST	1077	SUPERIOR TOWNSHIP BUILDING FUND	7477 ABIGAL TEMP CO ADMIN FEE	80.00
				1972 MAGGIE LANE TEMP CO ADMIN FEE	80.00
					<u>160.00</u>
02/04/2025	TRUST	1078	SUPERIOR TWP GENERAL FUND	MOVE \$ FROM ESCROW TO COVER ADMIN FEE	100.00
				ADMIN FEES DUE TO GENERAL FUND	1,400.00
					<u>1,500.00</u>
02/11/2025	TRUST	1079	SUPERIOR TWP GENERAL FUND	TRAILER FEES - JAN 2025	173.50
02/11/2025	TRUST	1080	WASHTENAW COUNTY TREASURER	TRAILER FEES - JAN 2025	867.50
				Total Paper Check:	<u>9,018.00</u>
TRUST TOTALS:					
Total of 10 Checks:					9,018.00
Less 0 Void Checks:					0.00
Total of 10 Disbursements:					<u>9,018.00</u>



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 02/11/25  
 ACCRUAL BASIS

SUPERIOR TOWNSHIP UTILITY DEPARTMENT  
 CHECK REGISTER  
 JANUARY 22 THROUGH FEBRUARY 18, 2025

DATE	NUM	NAME	MEMO	AMOUNT
100 - CASH - O&M				
101 - CHECKING - CHASE 205000485529				
01/28/25	15537	AMAZON CAPITAL SERVICES, INC.	LAPTOP & OFFICE SUPPLIES	(1,370.93)
01/28/25	15538	BLUE CROSS BLUE SHIELD	MEDICAL INSURANCE -FEB 25	(15,656.51)
01/28/25	15539	BOULLION SALES OUTDOOR POWER EQUIP...	MOWER SERVICE	(995.83)
01/28/25	15540	CINTAS CORPORATION	FIRST AID CABINET RESTOCK	(131.10)
01/28/25	15541	CUMMINS SALES AND SERVICE	REPAIR TO PORTABLE GENERATOR	(1,220.49)
01/28/25	15542	DELTA DENTAL PLAN OF MICHIGAN	DENTAL INSURANCE - FEB 25	(918.70)
01/28/25	15543	LIVE VOICE	ANSWERING SERVICE	(938.27)
01/28/25	15544	LOMA TRUCKING	SAND	(720.90)
01/28/25	15545	MEDMUTUAL LIFE	LIFE INSURANCE - FEB 25	(90.80)
01/28/25	15546	PROFESSIONAL BUILDING MAINTENANCE	CLEANING OF BUILDINGS	(1,042.00)
01/28/25	15547	SITEONE LANDSCAPE SUPPLY	ROCK SALT	(769.30)
01/28/25	15548	SUPERIOR TOWNSHIP CREDIT CARD ACCOU...	QB MONTHLY CHARGE FOR USERS -JANUARY	(281.50)
01/28/25	15549	SUPERIOR TWP. PAYROLL FUND	PAYROLL 1/30/25	(48,687.15)
01/28/25	15550	TAZ NETWORKS INC.	FLAT RATE FEE - JANUARY 2025	(466.26)
01/28/25	15551	VISION SERVICE PLAN	VISION INSURANCE - FEB 25	(198.44)
01/28/25	15552	WOLVERINE RENTAL	SALT SPREADER REPAIR PARTS	(129.15)
01/28/25	15553	YPSILANTI COMM. UTILITIES AUTHORITY	W/S DEC 24	(117,232.79)
02/04/25	15554	AMAZON CAPITAL SERVICES, INC.	OFFICE SUPPLIES	(594.83)
02/04/25	15555	ATOMIC CLEANING SYSTEMS, LLC	WASHER HOSE REPAIR	(299.00)
02/04/25	15556	BADGER METER	MONTHLY SERVICES - JAN25	(3,154.68)
02/04/25	15557	BARRISTERS LAND ABSTRACT COMPANY	REFUND EXCESS W/S - 8590 BARRINGTON DR.	(179.22)
02/04/25	15558	COMCAST	INTERNET - MAINT. FAC. - JAN25	(399.15)
02/04/25	15559	COMCAST - PHONES	PHONES ADMIN/MAINT -FEBRUARY	(696.94)
02/04/25	15560	CUMMINS SALES AND SERVICE	GENERATOR MAINTENANCE	(1,753.83)
02/04/25	15561	DTE	GAS/ELEC - JAN 25	(7,161.07)
02/04/25	15562	FIRST CENTENNIAL TITLE	REFUND W/S EXCESS - 9231 PANAMA AVE.	(64.20)
02/04/25	15563	GENE BUTMAN FORD	BATTERIES	(399.90)
02/04/25	15564	MARY BURTON	MILEAGE - 04/19 - 12/31/24	(309.67)
02/04/25	15565	QUADIENT	POSTAGE METER REFILLS	(4,684.26)
02/04/25	15566	SUPERIOR TWP. PAYROLL FUND	PENSION - HCPS - JANUARY 2025	(12,415.19)
02/04/25	15567	TRANSNATION TITLE AGENCY	REFUND OVERPAID W/S BILL	(8.99)
02/04/25	15568	VERIZON	CELL PHONES - JAN25	(434.69)
02/04/25	15569	WEX BANK	FUEL - JAN 25	(278.75)
02/04/25	15570	SAM'S CLUB	BANK FEES	(45.08)
02/11/25	15571	AMAZON CAPITAL SERVICES, INC.	BUILDING SUPPLIES	(86.76)
02/11/25	15572	ANN ARBOR CHARTER TOWNSHIP	W/S PURCHASED - JAN25	(8,474.35)
02/11/25	15573	ATOMIC CLEANING SYSTEMS, LLC	WASH BAY REPAIR	(545.50)
02/11/25	15574	CENTRAL SQUARE	LUCITY LICENSE	(18,747.75)
02/11/25	15575	COMCAST	INTERNET & PHONE - LeFORGE BOOSTER STA - JAN25	(376.07)
02/11/25	15576	CORE & MAIN	NOTTINGHAM WM REPAIR	(2,512.87)
02/11/25	15577	CUMMINS SALES AND SERVICE	GENERATOR MAINTENANCE	(1,435.82)
02/11/25	15578	OHM ENGINEERING ADVISORS	GENERAL ASSISTANCE	(2,337.50)
02/11/25	15579	SUPERIOR TOWNSHIP CREDIT CARD ACCOU...	ADOBE - JAN 2025	(21.19)
02/11/25	15580	SUPERIOR TWP. GENERAL FUND	NSF CHECK REPAYMENT	(9,774.95)

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 ACCRUAL BASIS

SUPERIOR TOWNSHIP UTILITY DEPARTMENT  
 CHECK REGISTER  
 JANUARY 22 THROUGH FEBRUARY 18, 2025

DATE	NUM	NAME	MEMO	AMOUNT
02/11/25	15581	SUPERIOR TWP. PAYROLL FUND	PAYROLL 02/13/25	(36,723.38)
02/11/25	15582	TAZ NETWORKS INC.	IT ISSUES	(836.76)
02/11/25	15583	TITLE SOLUTIONS AGENCY, LLC	REFUND EXCESS W/S - 9884 HIGH MEADOW	(42.75)
02/11/25	15584	YPSILANTI COMM. UTILITIES AUTHORITY	W/S PURCHASES - JAN	(185,368.91)
02/11/25	15585	SUPERIOR TOWNSHIP CREDIT CARD ACCOU...	ADOBE MONTHLY CHARGE	(21.19)
TOTAL 101 · CHECKING - CHASE 205000485529				(491,035.32)
TOTAL 100 · CASH - O&M				(491,035.32)
120 · CASH - CAPITAL RESERVE				
125 · CR CHKG. - CHASE 639918234				
02/11/25	1246	OHM ENGINEERING ADVISORS	STAMFORD WM REPLACEMENT	(1,997.00)
TOTAL 125 · CR CHKG. - CHASE 639918234				(1,997.00)
TOTAL 120 · CASH - CAPITAL RESERVE				(1,997.00)
TOTAL				(493,032.32)