

**CHARTER TOWNSHIP OF SUPERIOR
REGULAR BOARD MEETING
SUPERIOR CHARTER TOWNSHIP HALL
3040 N. PROSPECT, YPSILANTI, MI 48198
JUNE 17, 2013
7:30 p.m.
AGENDA**

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. ADOPTION OF AGENDA
5. APPROVAL OF MINUTES
 - a. Regular Meeting of May 20, 2013
6. CITIZEN PARTICIPATION
 - a. Andy LaBarre, Ann Arbor/Ypsilanti Chamber
7. REPORTS
 - a. Supervisor
 - b. Departmental Reports: Building Department, Fire Department, Hospital False Alarm Report, Fire Marshall, Ordinance Officer, Park Commission Minutes, Sheriff's Report
 - c. Financial Reports All Funds Except Utility Department, Period Ending March 31, 2013
8. COMMUNICATIONS
 - a. Letter from Linda Blake
 - b. Notice of Reconvened Meeting of Washtenaw County Water Resources Commission Board of Determination
8. UNFINISHED BUSINESS
 - a. Ann Arbor/Ypsilanti Chamber, Dues 2013-2014
9. NEW BUSINESS
 - a. Contract with Washtenaw County to Assist with Funding of the Humane Society of Huron Valley
 - b. Resolution No. 2013-17, Fire Department Grant Application
 - c. Amendment to Consent Judgment, Mystic Forest Condo Association
 - d. Huron River Watershed Council, Dues 2013-2014
 - e. Huron River Watershed Council Contract for Stormwater Advisory Group
 - f. Washtenaw County Consortium for Solid Waste
 - g. HVA-Emergent Health Partners Fire Dispatching Contract for 2014
 - h. Michigan Townships Association, Dues 2013-2014
 - i. Budget Amendments
11. PAYMENT OF BILLS
12. PLEAS AND PETITIONS

13. ADJOURNMENT

David Phillips, Clerk 3040 N. Prospect, Ypsilanti, MI 48198
Telephone: 734-482-6099; Email: davidphillips@superior-twp.org

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 1**

1. CALL TO ORDER

The regular meeting of the Superior Charter Township Board was called to order by the Supervisor William McFarlane at 7:30 p.m. on May 20, 2013, at the Superior Township Hall, 3040 North Prospect, Ypsilanti, Michigan.

2. PLEDGE OF ALLEGIANCE

The Supervisor McFarlane led the assembly in the pledge of allegiance to the flag.

3. ROLL CALL

The members present were William McFarlane, David Phillips, Brenda McKinney, Rodrick Green and Alex Williams. Trustees Nancy Caviston and Lisa Lewis arrived at 7:40 pm.

4. ADOPTION OF AGENDA

It was moved by Caviston, seconded by Lewis, to adopt the agenda with the addition of Change to Township Employee Vision Service Plan as item "n" under New Business.

The motion carried by unanimous voice vote.

5. APPROVAL OF MINUTES

A. REGULAR MEETING OF APRIL 15, 2013

It was moved by Caviston, seconded by Williams to approve the minutes of the regular Board meeting of April 15, 2013, as presented.

The motion carried by a unanimous voice vote.

6. CITIZEN PARTICIPATION

A. KEN PALKA, PHP CPA'S, TOWNSHIP'S ANNUAL AUDIT FOR FY 2012

Mr. Ken Palka of PHP CPA's made a presentation to the Board about the Township's FY 2012 Audit. Mr. Palka commented that the Township is in good financial shape. He indicated that all funds have good reserves and that the General Fund reserve as of December 31, 2012 was \$1,796,109.00, the highest it has ever been. There were no major issues found during the audit. He complimented Township officials and staff for doing a good job.

It was moved by McKinney, seconded by Lewis, for the Board to accept the Township's FY2012 Audit.

The motion passed by a unanimous voice vote.

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 2**

B. CITIZEN COMMENTS

There were none.

7. REPORTS

A. SUPERVISOR REPORT

Township Planner Don Pennington, made a presentation to the Board about the LeForge Corridor, which is south of Geddes, north of Clark and the possibility of expanding the Planned Manufacturing (PM) zone in the area. He indicated that the Township has an abundance of property zoned for single-family dwellings. He said preliminary discussions among planning staff and Township officials led to identifying the LeForge Corridor as an area where it may be desirable to promote PM type zoning in place of the typical residential subdivisions that have been proposed in the past. There are obstacles in the area, such as numerous radio towers and an abandoned gravel pit, that create difficulties for residential development. Mr. Pennington suggested that some changes to the Master Plan may help to accomplish the objectives. He requested the Board approve him to place the issue on the Planning Commission's agenda. Board members expressed support for Mr. Pennington's request.

It was moved by McKinney, seconded by Caviston, for the Board to approve the Planning Commission to study expanding commercial uses in the LeForge Corridor area on the Planning Commission's agenda.

The motion carried by unanimous voice vote.

Supervisor McFarlane reported on the following: The Township has received some complaints about the every other week collection of yard waste. Some residents feel yard waste should be picked up every week. Mr. McFarlane said the Township received reduced rates based on the every other week collection but the Township would continue to monitor the issue. The Sheriff's Department has assigned a new sergeant to the Township, Sergeant Pat Bell. They have also assigned a Lieutenant to the Township, Lieutenant Marlene Radzik. Both have previously worked in the Township and they bring a wealth of experience to the Township. Township officials met with representatives of Rock Riverine Development. Rock indicated they are still interested in building on the approximately 500 acres they own or control and would prefer public water and sewer. However, if it is not available, they will continue to pursue a permit from the MDEQ for a private waste water treatment system. Township officials discussed with them the abundance of lots ready to build in the Township existing Urban Services district and suggested they work out a trade with a property owner who owns approximately 71 acres in the existing Urban Services district that is already zoned for R-4 density residential development. Rock was also advised that the Township would continue to oppose their permit for a private

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 3**

waste water system because of the excess capacity in the existing Urban Services district for the type of residential development they are proposing.

B. DEPARTMENT REPORTS: BUILDING DEPARTMENT, FIRE DEPARTMENT, FIRE MARSHALL, HOSPITAL FALSE FIRE ALARM, ORDINANCE OFFICER REPORT, PARK COMMISSION MINUTES, SHERIFF'S REPORT, FINANCIAL REPORTS FOR UTILITIES DEPARTMENT, PERIOD ENDING MARCH 31, 2013

It was moved by Caviston, seconded by Lewis, that the Superior Township Board receive all reports.

The motion carried by a voice vote.

8. COMMUNICATIONS

A. LETTER FROM MR. JERRY VORVA

Mr. Jerry Vorva of Lawyers Real Estate Services, Inc., provided a letter to Supervisor McFarlane in which he praised the service provided to him by Township employee Deborah Kuehn. Mr. Vorva indicated he is a former State Representative and City Commissioner and that whenever he encounters a public employee who demonstrates courteous service, he makes their superior aware of the fact.

It was moved by McKinney, seconded by Lewis, for the Board to accept the communication from Mr. Jerry Vorva, regarding the excellent service he received from Township employee Deborah Kuehn.

The motion carried by a unanimous voice vote.

9. UNFINISHED BUSINESS

A. ORDINANCE NO. 186, TRAFFIC AND VEHICLE CODE ORDINANCE, SECOND READING AND ADOPTION

Supervisor McFarlane explained that the Township Attorney recommended the adoption of the following ordinance. It provides for the Township's adoption by reference of the Uniform Traffic Code for Michigan Cities, Township's and Villages, contains language that allows the Township to prosecute "Super Drunk" violations and it also adopts by reference other State Laws related to the operation of motor vehicles. There were no changes to the proposed ordinance from first reading and second reading.

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 4**

It was moved by McKinney, seconded by Lewis, for the Board to approve the following ordinance for second reading and adoption:

**SUPERIOR CHARTER TOWNSHIP
WASHTENAW COUNTY, MICHIGAN**

ORDINANCE NO. 186

TRAFFIC AND VEHICLE CODE ORDINANCE

**THE CHARTER TOWNSHIP OF SUPERIOR, WASHTENAW COUNTY, MICHIGAN,
ORDAINS:**

Section 186.01 Purpose

An Ordinance enacted pursuant to MCL 257.951 to 257.955 and MCL 42.15, 42.23 and 41.181 to adopt by reference the Uniform Traffic Code for Michigan Cities, Townships and Villages as promulgated by the Director of the Michigan Department of State Police pursuant to the Administrative Procedures Act of 1969, Public Act 306 of 1969, as amended (MCL 24.201, et seq.) and made effective October 30, 2002, and to adopt by reference certain state laws; and to repeal all ordinances or parts of ordinances in conflict herewith.

Section 186.02. Title

This Ordinance and the provisions of the Uniform Traffic Code and state laws adopted by reference herein shall be collectively known and may be cited as the "Charter Township of Superior Traffic and Vehicle Code Ordinance".

Section 186.03. Adoption of Uniform Traffic Code By Reference

The Uniform Traffic Code for Cities, Townships, and Villages as promulgated by the Director of the Michigan Department of State Police pursuant to the Administrative Procedures Act of 1969, Public Act 306 of 1969, as amended (MCL 24.201, et seq.) and made effective October 30, 2002, is hereby adopted by reference. All references in said Uniform Traffic Code to a "governmental unit" shall mean the Charter Township of Superior.

Section 186.04. Adoption of Provisions of Michigan Vehicle Code By Reference

The following provisions of the Michigan Vehicle Code, 1949 Public Act 300 of 1949, as amended (MCL 257.1, et seq.) are hereby adopted by reference:

1. Chapter I (Words and Phrases Defined): MCLs 257.1 to 257.82

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 5**

2. Chapter II (Administration, Registration): MCLs 257.225, 257.228, 257.243, 257.244, 257.255, and 257.256.
3. Chapter III (Operator's and Chauffeur's License): MCLs 257.301, 257.310e, 257.311, 257.312a, 257.324, 257.325, 257.326, and 257.328.
4. Chapter VI (Obedience to and Effect of Traffic Laws): MCLs 257.601 to 257.601b, 257.602 to 257.606, 257.611 to 257.616, 257.617a to 257.622, 257.624a to 257.624b, 257.625 (except felony provisions), 257.625a, 257.625m, 257.626 to 257.626b, 257.627 to 257.627b, 257.628, 257.629b, 257.631 to 257.632, 257.634 to 257.645, 257.647 to 257.655, 257.656 to 257.662, 257.667 to 257.675d, 257.676 to 257.682b, 257.683 to 257.710e, 257.716 to 257.724.
5. Chapter VIII (License Offenses): MCLs 257.904 to 257.904a, 257.904e, 257.905.

Section 186.05. Adoption of Other State Laws By Reference

The following provisions of state law are hereby adopted by reference:

1. Section 3102 of the Michigan Insurance Code of 1956, 1956 Public Act 218, as amended presently and hereafter, pertaining to required insurance (MCL 500.3102).
2. Subchapter 6 of Part 811 of the Natural Resources and Environmental Protection Act, 1994 Public Act 451, as amended presently and hereafter, pertaining to off-road vehicles (MCL 324.81101-324.81147).
3. Part 821 of the Natural Resources and Environmental Protection Act, 1994 Public Act 451, as amended presently and hereafter, pertaining to snowmobiles (MCL 324.82101-324.82158).
4. Section 703 of the Michigan Liquor Control Act, 1998 Public Act 58, as amended presently and hereafter, pertaining to minors and alcoholic liquor (MCL 436.1703)

Section 186.06. Penalties

1. Except for violations of MCL 257.625(1)(c), the penalties provided by the Uniform Traffic Code and the provisions of the state laws hereinabove adopted by reference are hereby adopted as the penalties for violations of the corresponding provisions of this Ordinance.
2. Pursuant to MCL 42.21(5) violations of MCL 257.625(1)(c) are a misdemeanor punishable by 1 or more of the following:
 - (a) Community service for not more than 360 hours.

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 6**

- (b) Imprisonment for not more than 180 days.
- (c) A fine of \$700.00.

Section 186.07. Severability

If a court of competent jurisdiction declares any provision of this Ordinance or the Uniform Traffic Code or a statutory provision adopted by reference herein to be unenforceable, in whole or in part, such declaration shall only affect the provision held to be unenforceable and shall not affect any other part or provision; provided that if a court of competent jurisdiction declares a penalty provision to exceed the authority of the Township, the penalty shall be construed as the maximum penalty that is determined by the court to be within the authority of the Township to impose.

Section 186.08. Repeal of Conflicting Ordinances

This ordinance shall take effect upon publication as required by law. All ordinances or parts of ordinances in conflict or inconsistent with the provisions of this ordinance are hereby repealed; including without limitation, the following ordinances of Superior Township:

Ordinance 45 adopted September 19, 1977
Ordinance 66 adopted July 31, 1979
Ordinance 72 adopted August 17, 1981
Ordinance 78 adopted March 21, 1983
Ordinance 120 adopted October 4, 1993
Ordinance 132 adopted August 7, 1994
Ordinance 149 adopted November 1, 1999
Ordinance 158 adopted November 6, 2003

provided that any violation charged before the effective date of this Ordinance under an Ordinance provision repealed by this Ordinance shall continue under the Ordinance provision then in effect.

Section 186.09. Effective Date

This ordinance shall take effect upon publication as required by law.

Ayes: McFarlane, Phillips, McKinney, Caviston, Green, Lewis, Williams

Nays: None

Absent: None

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 7**

The motion carried.

10. NEW BUSINESS

A. WOODLANDS AT GEDDES GLEN DEVELOPMENT AGREEMENT

Toll Brothers is developing the Woodlands at Geddes Glen, which is 32 luxury homes located on 30 acres on Geddes Road at the Township's western border. Clerk Phillips explained that the development agreement addresses the developer's sureties and compliance with the Township's zoning ordinance and engineering standards. He said that some of the major issues of this development agreement were the mitigation and replacement of trees and the maintenance of the storm water system and detention basin. Language contained in this development agreement ensures the developer's compliance with items agreed upon in the final site plan. This development agreement has been reviewed and approved by the Township's attorney.

It was moved by Phillips, seconded by Caviston, for the Board to approve the following development agreement and to authorize the Supervisor to sign the agreement:

Copy of the proposed Development Agreement is below or the approved and signed Development Agreement is recorded at the Washtenaw County Register of Deeds.

**SUPERIOR CHARTER TOWNSHIP
DEVELOPMENT AGREEMENT**

The Woodlands of Geddes Glen - A Residential Subdivision

THIS DEVELOPMENT AGREEMENT ("Agreement") is entered into as of the first day of January, 2013, by and between **TOLL MI V LIMITED PARTNERSHIP**, a Michigan limited partnership, whose address is 29665 William K. Smith Drive, Suite B, New Hudson, Michigan 48165, (the "Developer"), and the **CHARTER TOWNSHIP OF SUPERIOR**, a Michigan municipal corporation, whose address is 3040 N. Prospect Road, Ypsilanti, MI 48198 (the "Township").

RECITALS

- A. **WHEREAS**, the Developer desires to develop an overall parcel of a size totaling approximately 30.36 acres which real property is described on Exhibit "A" attached hereto and made a part of this Agreement, which is located on the north side of Geddes Road, west of Gale Road, which property is being developed as a residential subdivision

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 8**

project known as "The Woodlands of Geddes Glen", (hereafter referred to as the "Development"). As used in this Agreement the Development contains a total of 32 lots to be developed in one single phase; and

- B. **WHEREAS**, the Developer desires to develop the Development pursuant to the Superior Township Zoning Ordinance No. 174, as amended, according to the provisions of the Michigan Condominium Act (Act 59, Public Acts 1978), as amended; and
- C. **WHEREAS**, the Developer desires to build all necessary on-site and off-site infrastructure for the development, such as, but not limited to, water mains, sanitary sewers, storm sewers, drainage facilities, roads, tree replacement, curbs and gutters and detention facilities, without the necessity of special assessments by the Township; and
- D. **WHEREAS**, the Developer desires to install the grading and soil erosion and sedimentation control improvements proposed on the construction plans in order to facilitate the drainage of storm water from the Development in such a manner as it is not expected to result in damage to any adjacent property outside of the Development or any adjacent lot within the overall development from an increase in the flow of storm water or decrease in water quality of storm water from the Development; and
- E. **WHEREAS**, agreements, approvals, and conditions agreed to by the Developer and the Township remain in effect, including, but not limited to, conditions of all approvals by the Township regarding zoning and Final Site Plan approval for the entire Development and permits that may have been issued by appropriate governmental review agencies for the subject site; and
- F. **WHEREAS**, on December 17, 2012, the Superior Charter Township Board approved the rezoning of the land to Planned Community (PC) and the Area Plan based on the recommendation of the Township Planning Commission; and
- G. **WHEREAS**, the Superior Charter Township Planning Commission approved the Preliminary Site Plan on November 28, 2012; and
- H. **WHEREAS**, the Superior Charter Township Planning Commission approved the Final Site Plan on February 27, 2013; and
- I. **WHEREAS**, the approved Final Site Plan of the Development is consistent with the purposes and objectives of the Superior Charter Township Growth Management Plan and the Township's Zoning Ordinance; and
- J. **WHEREAS**, Section 14.03 of the Township's Zoning Ordinance requires the execution of a Development Agreement with the Township Board for completion of all improvements required in the Final Site Plan as approved, which Agreement shall be binding upon the Township, Developer and the owners of the site, their successors-in-

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 9**

interest and assigns, and the owners of lots within the Development.

NOW, THEREFORE, 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 agree as follows:

**ARTICLE 1
GENERAL TERMS**

- 1.1 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.
- 1.2 Zoning District.** The Township acknowledges and represents that the Development is zoned PC (Planned Community) and, for purposes of recordation, it shall be referred to as The Woodlands of Geddes Glen.
- 1.3 Approval of Final Site Plan.** The Final Site Plan for the Development, a copy of which is attached hereto and made part hereof, has been approved pursuant to the authority granted to and vested in the Township pursuant to the Michigan Zoning Enabling Act, Act No. 110, Public Acts of 2006, as amended.
- 1.4 Conditions of Final Site Plan Approval.** The Developer and the Township acknowledge that the approved Final Site Plan dated February 5, 2013 for the Development incorporates the Township's approved conditions and requirements that were adopted by the Township Planning Commission pursuant to recommendations by the consultants and departments of the Township and as approved by the Township Board.
- 1.5 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 the inure to the benefit of the parties, their successors and assigns; and may not be modified or rescinded except as may be agreed to in writing by the Township, the Developer and/or their respective successors and assigns. This restrictive covenant shall be incorporated by the appropriate executed instruments into the title of the Development. Anything to the contrary herein notwithstanding, no person who is neither a party hereto or the successor assignee of a party shall be deemed an intended contractual beneficiary of this Agreement or have the right to commence any lawsuit or proceeding to enforce this Agreement or any portion thereof.
- 1.6 Master Deed, By-Laws and Restrictions.** The Master Deed and By-Laws for the Development and the restrictions and conditions contained therein have been submitted

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 10**

by the Developer and approved by the Township as part of the site plan approval process. The Township shall retain the right, but shall have no obligation, to enforce the provisions of said documents if the Township determines enforcement to be necessary in the interests of public health, safety or welfare. Said documents are hereby incorporated and made a part of the approved Final Site Plan of the Development. Any amendments to the aforesaid Master Deed or By-Laws must be approved by the Township in those instances where the Master Deed or By-Laws provisions provide for the Township's approval, which approval shall not be unreasonably withheld. The Woodlands of Geddes Glen Home Owners Association (HOA) shall be responsible for the maintenance of all site improvements, including but not limited to, detention basins sidewalks and private roads in the Development.

**ARTICLE 2
PROVISIONS REGARDING DEVELOPMENT**

- 2.1 Permitted Principal Uses.** The only permitted principal use within the Development shall be detached single-family dwellings and permitted accessory buildings.
- 2.2 Payment of Fees and Invoices.** The Developer shall pay all such applicable fees and invoices as may be due and prior to the issuance of building permits before any such permits are issued. Construction permit fees for single-family residences and accessory buildings to be constructed within the Development shall be the responsibility of the party requesting such permits.
- 2.3 Use of Detention Areas; Use of Open Space.** Certain portions of the Development as defined herein are to be used for storm water detention and drainage purposes as depicted in the approved drainage plan in the plan. Except for landscaping improvements, storm drainage improvements, utilities or other improvements required to be installed by the Developer and which are depicted on plans and specifications approved by the Township, no improvements shall be installed or constructed within any designated detention area or Storm Water System area without the prior approval of the Township Board as required by Township ordinance or applicable deed restrictions, which shall not unreasonably be held.
- 2.4 Maintenance of Unsold Lots.** The Developer shall be responsible for maintaining all unsold lots in a manner consistent with a residential atmosphere until such time as the lot is sold and a Certificate of Occupancy has been issued. The Township shall notify the Developer in writing of any problems or issues and shall allow the Developer fifteen (15) days to correct the problem. Examples of such problems or issues may include, but are not limited to, soil erosion, drainage, grading, vegetation management, vegetation establishment and any other matters relevant to maintaining a residential atmosphere. Notwithstanding this Section, turf grass, weeds and brush on unsold lots shall be maintained and enforced according to the Township's current ordinance applying to such.

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 11**

Additionally, in emergency conditions where public health, safety, and welfare are affected, the Township may take emergency action immediately following notification of the Developer. Prior to the pre-construction meeting, the Developer shall post a restoration bond in the amount of \$25,000.00, which shall state "Security for Maintenance of unsold lots as stated in section 2.4 of the Development Agreement for The Woodlands of Geddes Glen". If the Developer fails to correct problems or issues within the required time period, the Township may draw bond funds as necessary to reimburse any out of pocket costs incurred by the Township in correcting such problems.

2.5 Schedule for improvements in Detention Areas. Developer has provided to the Township, a layout showing all "Detention Areas" and the improvements which the Developer proposes to install therein; which are reflected in the approved site plan and given final approval by the Township Planning Commission. All "Detention Areas" improvements as stated above shall be installed, as agreed upon between the Developer and the Charter Township of Superior and as shown on the Final Site Plan as finally approved for the Development.

2.6 Responsibility to Preserve and Maintain Detention Areas. During the period of construction, the Developer shall regularly remove all construction debris and rubbish from the Detention Areas within the Development. Subject to that continuing responsibility, Developer shall retain all responsibility to preserve and maintain the Detention Areas and landscaping areas, whether arising under this Agreement or any agreements entered into with the Township or other governmental entities, until such responsibility is assigned to the HOA as provided for in the Master Deed and By-Laws for the Development of the residential subdivision project.

Developer shall notify the Township in writing within thirty (30) days of the date when construction of the detention areas on the site is complete.

2.7 Detention Area Rules. The Developer shall be responsible for removing any man-made debris deposited in the Detention Areas during the period of construction and shall maintain the areas to ensure that they are free of trash, rubbish or unsightly weeds and shall maintain the landscaping in an attractive state. After the HOA becomes responsible for such detention areas, the HOA shall have the right to establish such additional reasonable rules and regulations with respect to the use of such Detention Areas as the HOA may deem necessary or desirable to insure the proper preservation and functioning of such detention areas, as long as such rules do not conflict with Township ordinances. The Developer shall inform the Township in writing when the responsibility for maintaining the detention areas and other responsibilities are assigned to HOA and provide the names, addresses, and telephone numbers of the officers of the HOA to the Township Clerk.

2.8 Enforcement Regarding Storm Water System. The storm water system and all storm

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 12**

water system areas, including the detention or retention areas and detention or retention basins, (the Storm Water System) will be a public system, dedicated to the Washtenaw County Water Resource Commission (WCWRC). The Developer will be responsible to maintain the entire Storm Water System until the WCWRC accepts the dedication of the system. Upon the WCWRC accepting the dedication of the Storm Water System, the HOA shall be assigned the responsibility for maintenance of the system. Notwithstanding the foregoing, in no event shall the Developer assign the responsibility for the Storm Water System areas until the entire system is approved by the Township's engineers and the WCWRC.

Until such time as the Storm Water System is accepted by the WCWRC, if Developer fails to maintain the system in accordance with this Agreement, the Township may serve written notice upon the Developer setting forth the manner in which Developer has failed to maintain the system. Such notice shall include a demand that deficiencies in maintenance 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 may, but is not obligated to, enter the site and perform the required maintenance. At the time such maintenance is performed, the Township's cost to perform any such maintenance, together with a surcharge equal to fifteen (15%) percent for administrative costs, shall be assessed against the Development, placed on the next Township tax roll as a special assessment, and collected in the same manner as general property taxes.

No part of the Storm Water System shall be allowed to remain in an unkempt condition. All grass and growth located within the Development shall be maintained and cut in accordance with Township ordinances. The inlets and outlets located within the Development shall be kept functioning as originally designed and accepted. Developer shall have the continuing responsibility to remove all construction debris during the period of construction. Upon the WCWRC's acceptance of the dedication of Storm Water System, the Developer shall assign to the HOA all responsibility to preserve, maintain and keep operational the Storm Water System, whether arising under this Agreement or any other park/open space maintenance agreements or other maintenance and/or easement agreements entered into with the Township or other governmental entities, from and after the date of certification by the Township engineer that he has inspected the required improvements and is responsibly satisfied that they are proper and complete. The Developer shall notify the Township, in writing, within thirty (30) days of the date of HOA becomes responsible for Storm Water System, pursuant to this section.

- 2.9 Landscape Plan and Tree Preservation, Mitigation and Replacement for Development.** The Developer shall implement the complete landscape plan for the Development, as depicted on sheets L-1 and L-2 of the approved Final Site Plan dated February 27, 2013. The HOA shall be responsible for maintaining the landscaping. All plantings shall comply with all applicable requirements of the Superior Township Zoning

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 13**

Ordinance. All plantings shall be approved through the inspection of the Zoning Official or designated representative and be guaranteed for three years from the date of planting.

Trees shown to be preserved on the approved Final Site Plan shall be protected from encroachment. As part of the Development, and as is reflected on the approved plans, Developer agrees to plant, or cause to be planted, 775 trees (the "Tree Requirement"). Developer shall be solely responsible for satisfaction of this requirement. The size, variety and location of all trees to be planted shall be subject to the requirements of the Final Site Plan and the Township's ordinances. The aggregate number of trees required to satisfy Tree Requirement will not be adjusted in the event any existing protected trees dies or other trees are saved and not removed.

With regards to the 147 remaining trees shown on the Final Site Plan, the Developer and the Township may agree to the planting of some deciduous trees instead of the listed conifers. These trees will be ordered, delivered and installed at the same time as the other required common area landscaping. Prior to planting of these trees, Developer shall stake the proposed locations and an inspector designated by the Township shall review the staked locations and either approve the location(s) or direct that the staked locations be relocated. After all locations are identified and approved, the trees will be planted by Developer. The planting of all trees shall comply with all applicable requirements of the Superior Township Zoning Ordinance. All plantings shall be approved through the inspection of the Zoning Official or designated representative and be guaranteed for three years from the date of planting.

- 2.10 Private Roads.** All roads within the Development shall be private streets, hard surfaced and constructed in accordance with the approved plans. During the various stages of road construction, the Developer shall notify the Township of all scheduled inspections from other governing agencies.

The Developer shall also provide the Township with copies of all inspection reports which Developer receives in conjunction with the aforementioned paragraph from any other agencies, including, but not limited to, inspection reports from the various stages of road construction and any unscheduled inspections. If Developer does not receive an inspection report and the Township requests a copy, Developer will take reasonable steps to promptly obtain a copy and furnish it to the Township. The Township shall authorize the Township Engineer to inspect the private roads at the Developer's expense.

The Developer shall provide a plan for signs and installation of street name signs in accordance with the approved plans; install such temporary warning signs during the construction period as are appropriate to protect the health, safety and welfare of the public.

- 2.11 Public Sewer.** The Development shall be developed with public sanitary sewer as

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 14**

approved by the Charter Township of Superior, Ann Arbor Township Utilities and the Michigan Department of Environmental Quality, subject to applicable laws and regulations. All standard connection and inspection costs and fees imposed by the Township, or other regulatory agencies, including, but not limited to, engineering inspections, shall be paid by the Developer or its successors (e.g. builders or homeowners). In no event shall the Township be responsible for reimbursing the Developer and/or any lot owner for costs incurred as required under this section, unless the Township has unlawfully prevented the Developer from completing the Development. Developer agrees that neither its successors nor assigns shall do any work on or in preparation of the installation of "public sewer" on the site without the appropriate permits.

The Development shall be constructed as approved on the approved Engineering Plans.

- 2.12 Public Water.** The Development shall be developed with public water mains as approved by the Charter Township of Superior, Ann Arbor Township Utilities, and the Michigan Department of Environmental Quality, subject to applicable laws and regulations. All standard connection and inspections costs and fees imposed by the Township, or other regulatory agencies, including but not limited to, engineering inspections, shall be paid by the Developer or its successors (e.g. builders or homeowners). In no event shall the Township be responsible for reimbursing the Developer and/or any Lot owner for costs incurred as required under this provision, unless the Township has unlawfully prevented the Developer from completing the Development. Developer agrees that neither its successors nor assigns shall do any work on or in preparation of the installation of "public water" on the site without the appropriate permits.

The Development shall install all water services within the public R.O.W. or utility easement prior to substantial completion of the Public Utilities.

- 2.13 Performance Guarantee for Site Improvements.** The Developer shall provide a performance bond in the amount of \$1,200,700.00 to the Township to assure the installation of all site improvements reflected on the approved Final Site Plan, including, but not limited to, streets, grading, landscaping, lighting, storm drainage systems, tree mitigation and utilities (water and sewer). The Developer shall deliver such security to assure the construction of the site improvements as stated above. The Developer shall deliver security at or before the pre-construction meeting with the Township. The bond shall state "Security of Site Improvements as stated in Section 2.13 of the Development Agreement for The Woodlands of Geddes Glen". The \$1,200,700.00 performance guarantee amount stated above is based on specifications and estimates prepared by the Developer's engineer and approved by the Township's engineer based on the Final Site Plan.

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 15**

Except for the final wear course of asphalt, any replacement trees not yet planted and the street trees for homes not yet completed, all Site Improvements as stated above shall be installed, as depicted on the Final Site Plan and in the approved final engineering plans by not later than the time of application for the building permit for the construction of the 16th home. The Township shall refund the bond or irrevocable letter of credit within forty-five (45) days after Developer provides written notice of completion of the improvements and Township approves such completion, such approval not to be unreasonably withheld, conditioned or delayed. The Developer may also receive partial refund(s) and/or reductions in the amount of this bond as improvements are completed by providing written notice of completion as set forth in this paragraph. The amount of partial refund(s) and/or reductions shall be determined based upon cost estimates completed by the Developer and subject to confirmation by the Township's engineers.

- 2.14 Fees and Escrow Amounts.** The Developer shall pay water and sewer availability fees in the amount of \$1,900.00 and all normal and customary published fees as required by Township Resolution. The Developer shall also pay to the Township \$62,600.00 at, or prior to, the pre-construction meeting as an escrow to cover the costs of inspection of the improvements to be constructed as part of the Development.

The Trunk and Transmission fee will be due and payable each time a building permit is obtained for a house on any lot in the Development.

- 2.15 Drainage District.** The Developer shall provide proof regarding the creation of a drainage district through the WCWRC or the inclusion of the Property in such previously existing drainage district as may have been established through the WCWRC.
- 2.16 Engineering Approval of Plans.** In accordance with Superior Township's 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.
- 2.17 Sump Pump Discharge.** The Developer may connect all sump pumps to the storm sewer system or gravity drain to "daylight" where sufficient topography allows positive drainage away from proposed structures.
- 2.18 Driveways.** All driveways shall be a maximum grade of eight (8%) percent, unless otherwise approved on the engineering plans.
- 2.19 Construction Access.** Developer shall take all reasonable measures required by the Township to reduce any dust created by trucks traveling to and from the construction site, which measures may include 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 born exclusively by the Developer. The Developer agrees to comply with any

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 16**

agreements entered into with the Washtenaw County Road Commission with regard to the maintenance and repair of Goddes Road during and after construction. The Township shall be copied on all agreements with the Washtenaw County Road Commission.

- 2.20 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 Friday from 7:00 A.M. to 6:00 P.M.

Saturday from 8:00 A.M. to 5:00 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 that demonstrates an unusual or unique circumstance relating to the proposed extended hours.

- 2.21 Monuments/Corner Markers.** At, or prior to, the Pre-Construction Meeting the Developer shall post with the Township security for the placement of monuments and corner markets for the development in the form of cash, a or performance bond in the amount of \$6,500.00. This security will be drawn on by the Township in the event that the Developer is unable to satisfy the Township Engineer that the monuments and corner markers are installed and correct. The security shall be released to Developer if the Township is furnished with a written certification from a surveyor, licensed in the State of Michigan, that he or she has caused all monuments and unit markers to be correctly located in the ground.
- 2.22 Maintenance and Guarantee Bond for Public Utilities.** Developer shall submit a maintenance bond in the amount of \$382,500.00 to the Township Treasurer prior to the final acceptance. The bond shall be consistent the Township's standard form. The term length shall not exceed two (2) years from the date of which the Township Utility Department issues final acceptance of Public Utilities. The amount of the bond will be based on the sealed Design Engineer's estimate for the work approved by the Township Engineer.
- 2.23 Repair of Public Utilities.** Developer shall submit cash or performance bond in the amount of \$19,200.00 to the Township Treasurer, which totals five (5%) percent of estimated underground utility infrastructure at, or prior to, the pre-construction meeting. The bond shall be consistent with the Township's standard form. The term length shall not exceed thirty (30) days from the date of Township's final acceptance of utilities. The bond will be used by the Township to repair any damages, which occur to the utility system after substantial completion but prior to final acceptance if the Developer (or the Developer's successor or assign) does not complete such repair within a reasonable amount of time after the Township's request.

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 17**

2.24 Engineering and Certification.

- A. Developer shall furnish three (3) Mylar 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, detention/retention facilities, have been constructed in substantial accordance with the approved engineering plans. 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 prior to final completion.
- B. Developer shall furnish As-Built Drawing plans in CD format that is in conformance with the Charter Township of Superior Standards for Submitting Digital As-Built Drawings.

2.25 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. As required by Superior Township's Engineering Standards, no underground structure, i.e.; manholes, are allowed in driveways.

2.26 Removal of Construction Debris. In addition to its responsibilities above, the Developer shall remove all discarded building materials and rubbish at least once each month during construction of the Development and within one month of completion or abandonment of construction; provided that the responsibility under this section shall be deemed transferred to any subsequent owner of a portion of the Development as to that portion. 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 material during construction.

2.27 Site Grading and Building Setbacks. The Developer or the Developer's representative shall certify that the as-built site grading, individual lot grading, and building setbacks conform to the Township approved site and engineering drawings. Prior to the issuance of each building permit, the Developer shall submit an individual lot grading plan for review and approval by the Township Engineers. These individual lot grading plans, certifications, and as-built drawings shall be prepared by and bear the seal of a professional land surveyor licenses in the State of Michigan.

The certification shall be submitted as directed on forms provided by the Township (Exhibit "B"). The Township shall have the right to spot-check certification grades at their own discretion. The final certificate of use and occupancy shall be withheld until the

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 18**

site 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 site grading and building setback certification requirements.

- 2.28 Early Clearing and Grading.** Notwithstanding anything in this Agreement to the contrary, the Developer shall be permitted to commence "early Clearing" and/or "early grading" operations, prior to the issuance of required permits for development (e.g., MDEQ water permit, MDEQ sanitary permit, county road permit, and county drain/storm water permit), provided that the soil erosion control permits, if any, have been issued, and the Developer has posted any Township-required security, inspection fees, this Agreement has been executed, a preliminary preconstruction meeting has been completed and the Developer has provided proof that all contractors working on the site are properly insured according to Superior Township's standards. Developer will be proceeding at their own risk if they complete any early clearing and/or grading.
- 2.29 Phosphorus Fertilizers.** The HOA, Owners and Developer are prohibited from using phosphorus fertilizers in the development.
- 2.30 Model Home at Developer's Request.** At the Developer's request, the Township will issue building permits and utility connection permits for the construction of one (1) model home prior to completion of site infrastructure. The contractor shall not connect to public water or sewer mains unless and until specifically authorized by the Utility Department. The model shall not be used or occupied for any purpose until water and sewer connections are approved and complete, the development's fire hydrants are approved and functional, the roadway base course is installed, and a Temporary Certificate of Occupancy has been issued. The Developer acknowledges that proceeding with construction of a model home prior to infrastructure completion is at Developer's own risk with no guarantee of issuance of a Certificate of Occupancy."
- 2.31 Easements for and Assignments of Sewer and Water Lines.** The Developer shall dedicate all on-site easements to the Township for the construction and maintenance of public improvements necessary to provide service to the Development; said "public improvements" (the "Improvements") being defined as the sewer and water mains and related facilities needed to provide those services to the Development. All such easements shall be recorded by the Township with the Washtenaw County Register of Deeds and the Developer shall reimburse the Township for all recording costs prior to issuance of substantial completion. Upon approval and acceptance by the Township Engineer, Developer shall assign title to the Improvements to the Township.

**ARTICLE 3
MISCELLANEOUS PROVISIONS**

- 3.1 Modifications.** This agreement may not be modified, replaced, amended or terminated

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 19**

without the prior written consent of the collective parties to this Agreement. Until all rights and responsibilities under this Agreement are transferred to the HOA, the Developer and the Township shall be entitled to modify, replace, amend or terminate this Agreement, without requiring the consent of any other person or entity whatsoever, regardless of whether such person has any interest in the development, including lot owners, mortgagees and others. After all rights and obligations under this Agreement are transferred to the HOA, the HOA, the Township and the Developer (but only for so long as the Developer owns and offers for sale any lot in the Development) shall be entitled to modify, replace, amend or terminate this Agreement.

- 3.2 Governing Law.** This Agreement shall be governed by and construed in accordance with the laws of the State of Michigan.
- 3.3 Township Approval.** This Agreement has been approved through action of the Township Board at a duly scheduled meeting.
- 3.4 Developer and Owner 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. The Owners have joined in the execution of this document to show only that they consent to the terms of this Agreement being made applicable to the Development, and it is agreed that the Owners have no responsibility to carry out the responsibilities of the Developer hereunder.
- 3.5 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.
- 3.6 Pre-construction Meeting with Builders.** The parties acknowledge that Developer and/or other third parties can build the detached dwelling units in accordance with the approved plans. The parties agree that the Developer and/or any other third parties will comply with all related Township Policies and Ordinances. As indicated in Section 2.30 of this Agreement, 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 to the Township with respect to construction of the Development. Prior to the installation of sanitary sewer or water, a second such pre-construction meeting shall be held.
- 3.7 Continue Review.** The Developer shall be required to review conformance of this Agreement with Township Officials and/or designated Township consultants on a yearly basis or at such time as deemed reasonably necessary by the Township until completion of

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 20**

the project.

- 3.8 Fees.** The Owner shall pay for any reviews necessary to determine conformance of the Development to this Agreement. This fee would include review time by the Township engineer, Planner, Attorney or other Township consultant or staff member
- 3.9 Recordation of Agreement.** This 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.
- 3.10 Assignment.** Developer may not assign this Agreement to any other third party, without the prior written consent of the Township; provided however, that such consent shall not be unreasonably withheld.
- 3.11 Incorporation of Recitals.** The Recitals set forth above are hereby incorporated into and made part of this Agreement.

IN WITNESS WHEREOF, the parties have executed this agreement as the year and date set forth above.

Signature Pages Follow:

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 23**

**EXHIBIT "A"
Land Comprising the "Development"**

Commencing at the Southwest corner of Section 30, T2S. R7E. Superior Township, Washtenaw County, Michigan; thence along the West line of said Section 30, N 00° 47' 20" W 1381.90 feet to the centerline of Geddes Road for a POINT OF BEGINNING; thence continuing along said West line, N 00° 47' 20" W 1285.90 feet to the West 1/4 corner of said Section 30; thence along the East and West ¼ line of said Section 30, N 88° 06' 20" E 1102.03 feet; thence along the East line of the West Fractional 1/2 of the Southwest Fractional 1/4 of said Section 30, as monumented and occupied, S 01° 32' 15" E 1116.92 feet to a point on the centerline of Geddes Road; thence along said centerline in the following three (3) courses: (1) S 80° 56' 35" W 455.28 feet (2) Westerly 598.97 feet along the arc of a circular curve to the left, having a radius of 10,134.98 feet, a central angle of 03° 23' 10", and a chord which bears S 79° 15' 00" W 598.88 feet and (3) Westerly 79.00 feet along the arc of a circular curve to the left, having a radius of 568.50 feet, a central angle of 07° 57' 44" and a chord which bears S 73° 34' 33" W 78.94 feet to the Point of Beginning, being part of the West Fractional 1/2 of the Southwest Fractional 1/4 of said Section 30, as monumented and occupied, and containing 30.36 acres of land more or less, subject to the rights of the public over the Northerly 33 feet of Geddes Road. Also subject to other easements and restriction of record, if any,

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 24**

EXHIBIT "B"

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

TELEPHONE 734-482-6099

FAX 734-482-3842

DATE: _____
SITE ADDRESS: _____
OWNER'S ADDRESS: _____
TELEPHONE NUMBER: _____
BUILDING PERMIT NUMBER: _____

I certify that I have checked the distances from the side, rear, and front lines of the building(s) as well as building elevation, site and easement grades and find that the construction conforms with the Township approved engineering plans, except as specifically noted below.

Printed name of Professional Land Surveyor

Michigan Registration Number

Date: _____

Signature & Seal of
Professional Land Surveyor

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 25**

Ayes: Phillips, McKinney, Caviston, Green, Lewis, Williams, McFarlane

Nays: None

Absent: None

The motion carried.

B. HYUNDAI ELECTRICAL SUBSTATION DEVELOPMENT AGREEMENT III

Clerk Phillips explained that this development agreement was for Hyundai's construction of an electrical substation located on the northeast corner of the Hyundai America Technical Center. The copy provided to the Board is not complete. The amounts for surety, escrow and fees have not yet been determined and Hyundai has indicated there may be some minor engineering changes. Clerk Phillips explained that the action requested is for the Board to approve a development agreement similar to the following document that was provided to Board members and for the Board to authorize Township officials to sign the completed development agreement after it has been reviewed and approved by the Township attorney. Clerk Phillips has that if there any substantial or major changes to the document, it will be brought back before the Board for Board approval.

It was moved by Phillips, seconded by McKinney, for the Board to approve a development agreement for the Hyundai electrical substation similar in form and content to the draft document, which was provided to Board members and to approve Township officials to sign the completed final document after it has been reviewed and approved by the Township's attorney.

Copy of the proposed Development Agreement is below or the approved and signed Development Agreement is recorded at the Washtenaw County Register of Deeds.

**Superior Charter Township
Washtenaw County, Michigan**

**DEVELOPMENT AGREEMENT III
Hyundai America Technical Center, Inc. (HATCI)**

HYUNDAI RESEARCH AND DEVELOPMENT CENTER,

**SITE EXPANSION PHASE II
PROJECT III, NEW ELECTRICAL SUBSTATION
PROJECT IV, REMOVE EXISTING ELECTRICAL SUBSTATION**

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 26**

This Development Agreement ("Development Agreement III") entered into as of **May _____, 2013**, by and between Hyundai Motor America, a California corporation ("**Owner**"), whose address is 3200 Park Center Drive, 2nd Floor Mail Center, Costa Mesa, California 92626 and Hyundai America Technical Center, Inc., a Michigan corporation ("**Applicant/Developer**"), whose previous address was 5075 Venture Drive, Ann Arbor, Michigan 48106, and whose current address is 6800 Geddes Road, Superior Township, MI 48198 and the Charter Township of Superior, a Michigan Municipal Corporation (*the "Township"*), whose address is 3040 N. Prospect Road, Ypsilanti, Michigan 48198. Owner and Applicant/Developer are sometimes referred to collectively herein as "Owner/Applicant/Developer".

RECITALS:

- A. WHEREAS**, the Owner/Applicant/Developer desires to complete the following: Construct a new 120 Kv electrical substation in the northwest corner of the property that consists of approximately a 10,000 square foot fenced pad that will contain the substation equipment with a connection to the existing ITC high tension power lines that traverse the property. Also to decommission and remove the existing 40Kv electrical substation located in the southeast corner of the property. The cost of the improvements are estimated to be \$\$\$\$\$
- B. WHEREAS**, the Owner/Applicant/Developer desires to complete the new improvements on the property pursuant the Superior Township Zoning Ordinance; and,
- C. WHEREAS**, the subject property consisting of 132.84 acres, upon which the Facility will be constructed, is located at the SW corner of Geddes and Leforge Roads ("*the Property*");
- D. WHEREAS** the legal description of the site is as follows:

Parcel I: 10-32-100-003 (6800 Geddes Road):

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

Parcel II-A: 10-32-100-007:

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

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 27**

- E. WHEREAS**, all parking and drives for the Facility are to be bituminous asphalt with concrete curb and gutter, except for the service drive to the electrical substation, which may be constructed of stone without curbs or gutters;
- F. WHEREAS**, the purpose of the Facility is for automotive testing and research and shall enhance international operations of Hyundai Motor Group;
- G. WHEREAS**, the Owner/Applicant/Developer desires to build all necessary infrastructure, for this new construction, such as, but not limited to, storm sewers, water main, drainage facilities, storm detention basins, sanitary sewer extension, driveways, sidewalks, curb and gutter, parking improvements, lighting and landscaping, without the necessity of special assessments by the Township;
- H. WHEREAS**, the Owner/Applicant/Developer desires to install the lot grading and soil erosion and sedimentation control improvements proposed on the construction plans in order to facilitate the additional drainage of stormwater from the development in such a manner as to avoid damage to any adjacent property or any adjacent lot, from an increase in the flow or decrease in water quality of stormwater from the subject development;
- I. WHEREAS**, all contracts, maintenance agreements, approvals, and conditions agreed to by the Owner, Owner/Applicant/Developer and the Township remain in effect including, but not limited to, conditions of all approvals by the Township regarding zoning and site plan approval on the subject site, maintenance of the public walking trail, engineering approvals, and permits that may have been issued by appropriate governmental review agencies for the subject site;
- J. WHEREAS**, on February 6, 2013, the Superior Township Planning Commission approved the preliminary site plan, "Hyundai America Technical Center, Inc., Site Expansion Phase II ;
- K. WHEREAS**, on April 24, 2013, the Superior Township Planning Commission passed a motion to approve the final site plan for the Owner/Applicant/Developer's Hyundai America Technical Center, Inc, Site Expansion Phase II, with no conditions; .
- L. WHEREAS**, the approved final site plan for the Facility is consistent with the purposes and objectives of the Township's Zoning Ordinance pertaining to the use and development of the Property;
- M. WHEREAS**, Section 14.03 of the Zoning Ordinance, effective August 14, 2008, requires the execution of a Development Agreement in connection with the approval of the final site plan for the Development which Agreement shall be binding upon the Township, Applicant/Developer and the Owners of the site, their successors-in-interest, and assigns.

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 28**

- N. **WHEREAS**, the parties entered into a Development Agreement on May 28, 2004, (the Original Development Agreement”) which was thereafter amended on March 16, 2009 (the “First Amended Development Agreement”); and, the parties entered into a Development Agreement dated June 7, 2012, (Development Agreement II);

AGREEMENT:

THEREFORE, in consideration of the promises 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 final approval of the Owner/Applicant/Developer’s final site plan for the Facility, the parties agree as follows:

**ARTICLE I
GENERAL TERMS**

- 1.1 **Recitals Part of Agreement.** The Owner/Applicant/Developer and the Township acknowledge and represent that the foregoing recitals are true, accurate and binding on the respective party.
- 1.2 **Prior Development Agreements.** This Development Agreement III does not revoke or repeal either the Original Development Agreement as amended by the First Amended Development Agreement or Development Agreement II. All of the obligations, rights and duties contained in the these prior Development Agreements shall continue in full force and effect unless specifically modified by the terms of this Development Agreement III.
- 1.3 **Zoning District.** The Township acknowledges and represents that the Property is zoned Planned Manufacturing District (PM) for the Facility and for purposes of recordation shall be referred to as the **Hyundai Research and Development Center, Electrical Substation**. This district is intended to permit and encourage development of environmentally clean and safe research and development facilities in a landscaped, low-density, campus-type environment, devoid of nuisance factors commonly found in standard industrial districts; encourage uses that support research and technology uses to develop in stages and in a planned, coordinated manner, according to an overall development plan; provide facilities and services necessary for the health, safety, welfare, and convenience of employees, customers, and visitors; encourage provision of open spaces, and protect and preserve natural features by incorporating such features into the plan for the district; prevent uses in the PM District from creating any dangerous, injurious, noxious, or otherwise objectionable condition that might result from fire, explosion, or radioactivity; noise or vibration; or pollution; and encourage development that will incorporate the best features of modern land design. The maximum Ground Floor Coverage is twenty percent (20%) and the maximum Floor Area Ratio is 0.40. The

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 29**

sum of the Ground Floor Area of all buildings and the area in parking spaces, drives, and loading spaces shall not exceed fifty percent (50%) of the area of the lot.

- 1.4 **Approval of Site Plan.** The final site plan dated April 5, 2013 and approved April 24, 2013 (Exhibit A) copies of which are attached hereto and made a part hereof, has been approved pursuant to the authority granted to and vested in the Township pursuant to the Michigan Zoning Enabling Act, Public Act 110 of 2006, as amended.
- 1.5 **Conditions of Site Plan Approval.** The Owner/Applicant/Developer and the Township acknowledge that the approved engineering plans for the Facility incorporate the approved conditions and requirements that were adopted by the Township Planning Commission, the Township Board of Trustees, consultants and departments of the Township.
- 1.6 **Agreement Running with the Land.** The terms, provisions and conditions of the Agreement shall be deemed to be of benefit to the Property 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, their successors-in-interest and assigns; and may not be modified or rescinded except as may be mutually agreed to in writing by the Township, the Owner/Applicant/Developer and/or their respective successors. This restrictive covenant shall be incorporated by the appropriate executed instruments into the title of said property.

**ARTICLE II
PROVISIONS REGARDING DEVELOPMENT**

- 2.1 **Permitted Principal Uses.** The principal use within the Hyundai America Technical Center and the Facility shall be for automotive testing and research with accessory administrative offices, laboratories and maintenance facilities as depicted on the Township's approved amended final site plan.
- 2.2 **Payment of Fees and Invoices.** The Owner/Applicant/Developer shall pay all such applicable fees and invoices as may be due and payable prior to the issuance of building permits before any such permits are issued.
- 2.3 **Tree Preservation.** Trees shown to be preserved and/or replaced on the amended final site plan shall be protected from encroachment by tree fencing installed at the drip line of the trees at all times during all phases of development and, if any trees shown to be preserved on the amended final site plan are damaged or removed, shall be promptly replaced by a like variety no less than four (4") inches in diameter.
- 2.4 **Use of Detention Areas; Use of Open Space and Detention Areas.** Certain portions of the Development as defined herein are to be used for storm water retention

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 30**

and drainage, recreation, open space, and wetland purposes as depicted in the approved drainage plan and/or site plan. Except for sidewalks, landscaping improvements, storm drainage improvements, utilities or other improvements required to be installed by the Owner/Applicant/Developer and which are depicted on plans and specifications approved by the Township, no improvements shall be installed or constructed within any designated common element open space area or detention area without the prior approval of the Township as required by Township ordinance, which approval shall not unreasonably be conditioned or withheld.

- 2.5 Schedule for Improvements in General Common Element Open Space Areas and Detention Areas.** Owner/Applicant/Developer has completed all "General Common Element Open Space Areas and Detention Areas" and the improvements which are reflected in the approved final site plan dated April 28, 2004 of the Development, and the amended final site plan dated January 19, 2009. There are no additional "General Common Element Open Space Areas and Detention Areas" being installed during this expansion.
- 2.6 General Common Element Open Space and Detention Area Rules.** The Owner/Applicant/Developer shall regularly remove all construction debris and rubbish and be responsible for removing any man-made debris that is deposited in the General Common Element Open Space Areas and Detention Areas during the period of construction and shall maintain the areas to ensure that they are free of trash, rubbish or unsightly weeds and during the construction shall maintain the area and landscaping in an attractive state. Owner/Applicant/Developer shall preserve and retain the General Common Element Open Space Areas within the site in their natural state, with minimal intrusion, subject to the right of Owner/Applicant/Developer to install, maintain and repair the site improvements which are identified in the final site plan or the plans and specifications for the Development which have been approved by the Township.
- 2.7 Township Right of Enforcement Regarding General Common Element Open Space and Detention Areas.** In the event the Owner/Applicant/Developer fails at any time to preserve, retain, maintain or keep up the General Common Element Open Space or Detention Areas in accordance with this Agreement, the Township may serve written notice upon the Owner/Applicant/Developer setting forth the manner in which Owner/Applicant/Developer has failed to maintain or preserve the General Common Element Open Space and Detention Areas in accordance with this Agreement or Amendment. 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 written modification thereof, are not cured within such thirty (30) day period or any extension thereof, the Township, in order to prevent the General Common Element Open Space and Detention Areas from becoming a nuisance, may, but is not obligated to, enter upon the General Common Element Open Space and Detention Areas and perform the required maintenance or otherwise cure the deficiencies. The

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 31**

Township's cost to perform any such maintenance or cure, together with a surcharge equal to fifteen percent (15%) for administrative costs, shall be assessed to the owner of the site at the time such maintenance or cure is performed (or said owner's successors or assigns), placed on the next Township tax roll as a special assessment, and collected in the same manner as general property taxes.

- 2.8 Storm Water Management.** Owner/Applicant/Developer shall comply with all requirements for Storm Water Management as required in the Original Development Agreement, the First Amended Development Agreement and Development Agreement II.

In the event Owner/Applicant/Developer at any time fails to maintain or preserve such retention/detention basin areas, the inlet and outlet areas, etc., in accordance with this Agreement, the Township may serve written notice upon the Owner/Applicant/Developer setting forth the deficiencies in the maintenance and/or preservation of the retention/detention basin area, inlet and outlet areas, etc. Said written notice shall include a demand that deficiencies in maintenance and/or preservation be cured within thirty (30) days of the date of said written notice. If the deficiencies set forth in the original notice, or any subsequent written notice thereto, are not cured within such thirty (30) day period or any extension thereof, the Township in order to prevent the retention/detention basin areas, inlet and outlet areas, etc. from becoming a nuisance, may enter upon the retention/detention basin areas, inlet and outlet areas, etc. and perform the required maintenance and/or preservation to cure the deficiencies. The Township's cost to perform any such maintenance and/or preservation, together with a fifteen percent (15%) surcharge for administrative costs, shall be assessed to the owner of the site at the time such maintenance and/or preservation is performed or its successors or assigns, placed on the next Township roll as a special assessment and collected in the same manner as general property taxes.

- 2.9 Landscape Plan for Development.** The Owner/Applicant/Developer shall provide a complete landscape plan for the area covered by the new expansion depicting the type, size, and location of landscaping materials including all planned irrigation systems. Such landscaping plan shall be submitted and approved by Township's consultants prior to any building permit being issued.

This landscape plan shall supplement any previously approved landscape plans.

The sheets C-601 and C-602 of the approved Final Site Plan dated April 5, 2013 provide a complete landscape plan for the area covered by the new expansion. The landscape plan depicts the type, size and location of landscaping materials including all planned irrigation systems. This landscape plan shall supplement any previously approved landscape plan. All plantings shall comply with all applicable requirements of the Superior Township Zoning Ordinance. All plantings shall be approved through the inspection of the Zoning Official or designated representative and be guaranteed for three years from the date of planting.

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 32**

In the event Owner/Applicant/Developer fails to comply with this section or fails to complete the landscaping within a reasonable time as determined by the Township, the Township may serve written notice upon the Owner/Applicant/Developer setting forth the deficiencies in the implementation, maintenance and/or preservation of the landscaping or landscape plan. Said written notice shall include a demand that deficiencies be cured within thirty (30) days of the date of said written notice. If the deficiencies set forth in the original notice, or any subsequent written notice thereto, are not cured within such thirty (30) day period or any extension thereof, the Township in order to ensure compliance with this Development Agreement III, may enter upon the Premises and perform the required installation, maintenance and/or preservation to cure the deficiencies. The Township's cost to perform any such installation, maintenance and/or preservation, together with a fifteen percent (15%) surcharge for administrative costs, shall be assessed at the time such installation, maintenance and/or preservation is performed to the owner of the site or its successors or assigns, placed on the next Township roll as a special assessment and collected in the same manner as general property taxes.

- 2.10 No Disturbance of Wetlands.** No regulated wetland within the Development shall be modified in any manner by any person or entity unless all necessary permits for such modification have been issued by all governmental units or agencies having jurisdiction over such wetlands within the Development.
- 2.11 Township Wetland Ordinance.** Owner/Applicant/Developer shall comply with the Township's Wetland Ordinance, including such requirements as may be imposed in that ordinance with respect to wetland mitigation. The Owner/Applicant/Developer shall comply with wetland mitigation requirements imposed in connection with the issuance of any permit that may be required from the Michigan Department of Environmental Quality ("MDEQ") and the Owner/Applicant/Developer shall provide the Township with all documentation and correspondence concerning any wetland mitigation process carried out pursuant to such approvals as may be issued by the MDEQ. Such Documentation would include, but not be limited to, all wetland monitoring reports, violation notices, or any type of documentation relating to the subject development.
- 2.12 Construction Access.** Owner/Applicant/Developer shall take all reasonable measures requested by the Township to reduce any dust or unreasonable amounts of material on the road created by trucks traveling to and from the construction site, when requested in writing by the Township, the expense of which shall be born exclusively by the Owner/Applicant/Developer.

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 33**

2.13 Continuation of Services. Owner/Applicant/Developer shall take all reasonable measures to ensure that all vehicle and pedestrian access to the Hyundai America Technical Center shall be maintained during the period of construction.

2.14 Engineering and Certification.

A. By the date the Final Certificate of Occupancy is issued, Owner/Applicant/Developer shall furnish three Mylar As-built Drawing plans signed and scaled by an engineer licensed in the State of Michigan indicating that the site grading, storm water conveyance, soil erosion/sedimentation, and all other improvements to the site have been constructed in substantial accordance with the approved engineering plans. 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. Owner/Applicant/Developer shall furnish As-Built Drawing plans in a digital format that is in conformance with the Charter Township of Superior Standards for Submitting Digital As-Built Drawings.

2.15 Inspection Escrow for Improvements as Shown on Final Site Plan.

Owner/Applicant/Developer has provided a layout to the Township showing all site improvements which the Owner/Applicant/Developer proposes to install therein, as reflected in the approved final site plan. Site improvements shall include but not be limited to drives parking lots, grading, required landscaping and required screens, and storm drainage systems as cited in Section 1.12(C) of the Superior Charter Township Zoning Ordinance. Prior to the scheduling of the pre-construction meeting, the Owner/Applicant/Developer will deposit \$\$\$\$----- in escrow with the Township to secure the cost of inspection of the site by the Township's engineers or any other experts retained by the Township to perform inspections pursuant to this Development Agreement II. . The Owner/Applicant/Developer will deposit such funds with the Treasurer's Office in the form of cash or a check payable to the Charter Township of Superior. The escrow funds shall state "Escrow for inspection of site improvements as shown of the Final Site Plan for Hyundai Research and Development, Electrical Substation as stated in Section 2.15 of the Development Agreement III". All site improvements shall be installed as agreed upon between the Owner/Applicant/Developer and the Charter Township of Superior as presented on the final site plan approved and signed by the Planning Commission. The Township shall refund its unused portion of the escrow within ten (10) business days after review and approval of the designated site improvements, such approval not to be unreasonably conditioned or withheld.

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 34**

- 2.16 Underground Utilities.** Owner/Applicant/Developer shall comply with all requirements for Underground Utilities as required in the Original Development Agreement, the First Amended Development Agreement and Development Agreement II.

- 2.17 Performance Guarantee for Site Improvements.** The Owner/Applicant/Developer shall provide security in the form of a financial guarantee in the amount of \$\$----- prior to the scheduling of the pre-construction meeting as required by Section 1.12 (C) of the Township's Zoning Ordinance. The financial guarantee funds shall comply with all statutory requirements and shall equal the total estimated cost for completing construction of the Facility and all associated site work including, but not limited to, paving, underground utilities, grading, soil erosion, and site restoration, including contingencies, as estimated by the Owner/Applicant/Developer's engineer and approved by the Township Engineers and Township Administrative staff. The financial guarantee funds shall state "Security for Site Improvements and Other Items as stated in Section 2.18 of the Development Agreement Hyundai Research and Development, Electrical Substation . The Owner/Applicant/Developer will deposit such funds with the Treasurer's Office in the form of cash, irrevocable letter of credit or a certified check payable to the Charter Township of Superior. All Site Improvements and other items required by Development Agreement III, as stated above shall be installed, as depicted on the Final Site Plan and in the approved final engineering plans, by no later than twelve (12) months after construction of the project begins. The Township shall release the escrow funds within twenty (30) business days after the Township verifies the project is complete and the Owner/Applicant/Developer obtained all required approvals from all other agencies, said approval not to be unreasonably conditioned or withheld. The Township may use the funds to pay for any expenditures chargeable to Owner/Applicant/Developer under any provision of this Development Agreement III.

- 2.18 Engineering Approval of Plans.** In accordance with Superior Township Ordinance and Superior Township's Engineering Design Specifications, no construction work shall be performed on the Facility until engineering plans are reviewed and approved. The Township agrees that all plan reviews required by its engineer shall be completed expeditiously.

- 2.19 Soil Erosion.** Prior to the issuance of a building permit for the Facility and prior to commencing any construction, the Owner/Applicant/Developer shall obtain and provide copies of a soil erosion permit (or waiver) obtained from the Washtenaw County Soil Erosion and Sedimentation Control Department.

- 2.20 Dedication of Utility Easements.** The Owner/Applicant/Developer has dedicated utility easements (40 feet width) along the west and south borders of the Property. The Owner/Applicant/Developer shall agree to allow utility looping when future development

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 35**

is proposed if the Township so desires. Any looping of utilities shall be at the sole expense of the Township. The Township agrees to abandonment of the utility easements, with relocation of the utility easements to the outer most borders of the Owner/Applicant/Developer's property, in the event of additional land purchases by the Owner/Applicant/Developer at the subject location. Owner/Applicant/Developer agrees to dedicate any new utility easements necessary for the completion of this new expansion. The relocation of any utilities shall be at the sole expense of the Owner/Applicant/Developer.

- 2.21 Private Utilities.** The Township Utility Department may periodically inspect the connection at the interface of the public and private water system upon reasonable notice and at times and manners that will not interfere with the delivery of utilities to the Owner/Applicant/Developer for an unreasonable length of time. The Owner/Applicant/Developer shall be completely responsible for all fire protection water needs on the site, as a private firewater loop will be in use. The Owner/Applicant/Developer shall be completely responsible for diligent maintenance of the private firewater loop systems and appurtenances, particularly the pumping facilities and force main. The Township accepts no responsibility for these items, except as set forth in the Original Development Agreement, the First Amended Development Agreement or Development Agreement II.
- 2.23 Public Utilities.** The Owner/Applicant/Developer shall submit an irrevocable letter of credit in the amount of \$10,000.00 prior to the scheduling of the pre-construction meeting. This irrevocable letter of credit will not be released until the Township issues "final acceptance" of the public utilities after completion of the building within the Development. The Township agrees not to unreasonably condition or delay the grant of the approval or the release of the letter of credit. This letter of credit will be used by the Township to repair damages, which occur to the public utility system during construction but prior to final acceptance, if the Owner/Applicant/Developer, promptly upon the Township's written request, does not complete such repairs.
- 2.24 Construction Work Schedule.** Construction work (including excavation, demolition, alteration and erection) and construction noises shall be prohibited at all times other than:

MONDAY THROUGH FRIDAY – 7 A.M. – 7 P.M.

SATURDAY – 8 A.M. – 5 P.M.

The Township may issue a work permit for hours other than listed 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 and approval shall not be unreasonably conditioned or withheld.

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 36**

- 2.25 Removal of Construction Debris.** Owner/Applicant/Developer shall remove all discarded building materials and rubbish at least once each month during construction of the Facility and within one month of completion or abandonment of construction. No burning of any kind will be allowed on the site in conjunction with the construction of the Development and the Facility, including the burning of trees, brush, stumps, or vegetative materials, while clearing the site, or of construction materials during construction.

**ARTICLE III
MISCELLANEOUS PROVISIONS**

- 3.1 Modifications.** This Amendment may not be modified, replaced, amended or terminated without the prior written consent of the parties to this Amendment.
- 3.2 Governing Law.** This Amendment shall be governed by and construed in accordance with the laws of the State of Michigan.
- 3.3 Township Approval.** This Amendment has been approved by the Owner/Applicant/Developer and Township, through action of the Township Board at a duly scheduled meeting.
- 3.4 Owner/Applicant/Developer Approval.** The signers on behalf of Owner/Applicant/Developer below represent by their signatures that they represent and have authority to bind such parties. Owner has signed to show only that it consents to the terms of the Amendment being made applicable to the Property.
- 3.5 Execution in Counterparts.** This Amendment may be executed in multiple counterparts, each of which shall be deemed an original and all of which shall constitute one Amendment. The signature of any party to any counterpart shall be deemed to be a signature to, and may be appended to, any other counterpart.
- 3.6 Pre-Construction Meeting with Builder.** Prior to the commencement of said construction of the Facility, the Owner/Applicant/Developer shall schedule a meeting with its 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 subject development.
- 3.7 Continuing Obligations.** By execution of this Amendment, the parties do not intend to release Owner/Applicant/Developer, or the Township, from any continuing obligations under the Agreement, except where this Amendment clearly indicates such intent.

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 37**

- 3.8** **Fees.** The Owner/Applicant/Developer, if in default of a material provision of the Agreement and this Amendment, shall pay for reasonable reviews necessary to determine conformance of the Facility to this Development Agreement III. This fee would include reasonable review time at reasonable rates by the Township Engineer, Planner, Attorney, staff member or other Township consultant.

**ARTICLE IV
CHARTER TOWNSHIP OF SUPERIOR HEREBY AGREES:**

- 4.1** **Ratification of Agreement.** The Township confirms and ratifies its agreements and undertakings as set forth in this Amendment.
- 4.2** **Inspections** In consideration of the above undertakings to approve the development, the Township shall provide timely and reasonable Township inspections as may be required during construction of the Facility.
- 4.3** **Continued Review.** The Owner/Applicant/Developer shall be required to review conformance of the Agreement and this Amendment with Township Officials and/or designated Township consultants on a yearly basis or at such time as reasonably necessary by the Township until all escrows and letters of credit issued by the Owner/Applicant/Developer have been extinguished or released.
- 4.4** **Recordation of Agreement.** The Township will record this Amendment with the Washtenaw County Register of Deeds. All costs associated with the recording of this Amendment shall be borne by the Owner/Applicant/Developer.

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 39**

**APPLICANT/DEVELOPER:
Hyundai America Technical
Center, Inc., a Michigan corporation**

By:

Its: President

Approved By:

Mark S. Torigian, Esq
General Counsel, HATCI

STATE OF MICHIGAN)
) s.s.
COUNTY OF WASHTENAW)

The foregoing instrument was acknowledged before me this ____ day of _____ 2012 by, President of Hyundai America Technical Center, Inc., a Michigan corporation, on behalf of the company.

Notary Public
_____ County,
Michigan

TOWNSHIP:

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 40**

**CHARTER TOWNSHIP OF
SUPERIOR, a Michigan Municipal
corporation**

**By: _____
William A. McFarlane
Its: Supervisor**

STATE OF MICHIGAN)
) s.s.
COUNTY OF WASHTENAW)

The foregoing instrument was acknowledged before me this _____ day of _____ 2012, by William A. McFarlane, Supervisor of Superior Charter Township, a Michigan municipal corporation, on behalf of the corporation.

Notary Public
_____ County,
Michigan
My Commission Expires:

Drafted by and when recorded return to:

David Phillips
Superior Charter Township Clerk
3040 N. Prospect
Ypsilanti, MI 48198
(734) 482-6099

Ayes: McKinney, Caviston, Green, Lewis, Williams, McFarlane, Phillips

Nays: None

Absent: None

The motion carried.

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 41**

**C. RESOLUTION 2013-15, FIRE DEPARTMENT'S PURCHASE OF A FOUR WHEEL
ATV**

Fire Chief Roberts explained that during the past year, the Fire Department has had to borrow a four wheel all-terrain vehicle from neighboring fire departments several times. Both occasions were to remove someone from a difficult situation that was very far from a road. He said that the Township has many off-road, remote locations and that an ATV would be very helpful to carry staff and equipment into an emergency scene and to carry victims out. He recommended the Board approve the purchase.

The following resolution was moved by Phillips, seconded by Caviston:

**SUPERIOR CHARTER TOWNSHIP
WASHTENAW COUNTY, MICHIGAN**

**A RESOLUTION FOR APPROVAL OF THE PURCHASE OF A 2013 POLARIS
RANGER 800 FOR THE SUPERIOR TOWNSHIP FIRE DEPARTMENT**

RESOLUTION NUMBER: 2013-15

DATE: May 20, 2013

WHEREAS, The Superior Charter Township is a Michigan Charter Township; and

WHEREAS, The Superior Township Fire Department has the power, privilege and authority to maintain and operate a fire department providing fire protection, fire suppression, emergency medical services, technical rescue, hazardous incidence response and other emergency response services ("Fire Services"); and

WHEREAS, The department is in the process of purchasing a new four wheel side by side ATV; and

WHEREAS, To include a pump, water tank and patient transport capability (Mobile truck mounted fire and medical skid system), and a utility trailer capable of transporting this equipment; and

WHEREAS, A committee was formed to pursue specifications for a new side by side ATV, to secure prices for said vehicle; and

WHEREAS, It was a unanimous decision of the committee that J&L Motorsports most closely matched the criteria established by the committee; and

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 42**

WHEREAS, The cost of this equipment will be \$22,222.00; and

NOW, THEREFORE BE IT RESOLVED: That the Superior Township Board of Trustees approves the Fire Department's purchase of the new Polaris Ranger, slide in Mobile mounted fire and medical skid plate unit and transport trailer at a cost not to exceed \$22,222.00 from J&L Motorsports and other suppliers as outlined in Fire Chief Roberts May 16, 2013 Request for Legislation and that the cost of this purchase is to be taken from line item No. 207-000-393-015 and authorizes the Township Supervisor to sign any and all required purchase documents.

Ayes: McFarlane, Phillips, McKinney, Caviston, Green, Lewis, Williams

Nays: None

Absent: None

D. RESOLUTION 2013-16, FIRE DEPARTMENT'S PURCHASE OF OVERHEAD GARAGE DOOR FOR FIRE STATION NO. 2

Fire Chief Roberts explained that the doors at fire station No. 2 were installed in 1976 and in need of replacement. He presented two bids to the Board and recommended that the Board approve the bid from Abbey Door.

The following resolution was moved by McKinney, seconded by Lewis:

**SUPERIOR CHARTER TOWNSHIP
WASHTENAW COUNTY, MICHIGAN**

A RESOLUTION FOR APPROVAL OF THE PURCHASE AND INSTALLATION OF TWO OVERHEAD BAY DOORS FOR SUPERIOR TOWNSHIP FIRE DEPARTMENT STATION TWO

RESOLUTION NUMBER: 2013-16

DATE: May 20, 2013

WHEREAS, The Superior Charter Township is a Michigan Charter Township; and

WHEREAS, The Superior Township Fire Department has the power, privilege and authority to maintain and operate a fire department providing fire protection, fire suppression,

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 43**

emergency medical services, technical rescue, hazardous incidence response and other emergency response services ("Fire Services"); and

WHEREAS, The department is in the process of replacing two overhead bay doors at station two; and

WHEREAS, Bids were requested from area door contractors; and

WHEREAS, It is recommended that the bid of Abbey Door be accepted; and

WHEREAS, The cost of the two doors including installation will be \$4,100.00

NOW, THEREFORE BE IT RESOLVED: That the Superior Township Board of Trustees approves the Fire Department's purchase and installation of two new overhead doors for Fire Station No. 2 from Abbey Door at a cost not to exceed \$4,100.00, that the cost of this purchase is to be taken from line item No. 207-000-393-010 and authorizes the Township Supervisor to sign any and all required purchase documents.

Ayes: Phillips, McKinney, Caviston, Green, Lewis, Williams, McFarlane

Nays: None

Absent: None

The motion carried.

E. SUPERIOR TOWNSHIP ROAD IMPROVEMENT PROJECTS FOR 2013

Supervisor McFarlane recommended the Board approve the 2013 Superior Township Second Agreement with the Washtenaw County Road Commission for Township road improvement projects. The total cost of the improvements are \$363,790.00, which includes \$300,000 from the Township, \$32,061.00 from Road Commission matching funds for roads, \$8,793.00 from Road Commission matching funds for ditching and \$21,936.00 from Community Development Block Grant funds (CDBG). The highlights include extensive work on Vorhies Road; milling and overlay of Nottingham Drive, Overbrook, Harvest Lane and Bazley; three applications of brine for dust control on gravel roads and various application of limestone and ditching.

See attached 2013 Superior Township Second Agreement with the Washtenaw County Road Commission for road improvement projects in Superior Township in 2013.

It was moved by McKinney, seconded by Caviston, for the Board to approve the 2013 Superior Township Second Agreement for Township road improvement projects and to authorize the Supervisor to sign the agreement.

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 44**

Ayes: Phillips, McKinney, Caviston, Green, Lewis, Williams, McFarlane

Nays: None

Absent: None

The motion carried.

**F. BOARD POLICY ON PURCHASING FUEL AND USING TOWNSHIP FUEL
DEPOTS**

Supervisor McFarlane explained the need for the Township to adopt a policy on employees purchasing fuel or using fuel from Township fuel depots. The new policy will ensure that adequate records and documentation are kept to safeguard against the unauthorized use of fuel either purchased from an outside vendor or used from a Township fuel depot.

It was moved by Phillips, seconded by Caviston to approve the following Board policy and add it to the Board's Policy Manual:

SUPERIOR CHARTER TOWNSHIP

**POLICY REGARDING PURCHASE OF FUEL OUTSIDE OF TOWNSHIP FUEL
DEPOTS AND THE USE OF FUEL OBTAINED FROM THE TOWNSHIP FUEL
DEPOTS**

PURPOSE:

To establish guidelines for the charging of fuel for Township owned, rented or leased vehicles, and equipment. To additionally establish guidelines for fuel stored in Township facilities for the use related to the operation and function of the Township.

APPLICATION:

This policy applies to all authorized employees needing to obtain fuel for the conducting of legitimate Township business.

GENERAL POLICY:

Under no circumstances is it acceptable to purchase or obtain fuel from the Township depots for use in vehicles or equipment not owned, leased or rented by the Township to conduct Township business. It is strictly prohibited to purchase or obtain fuel for use in privately owned vehicles or fuel storage containers.

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 45**

Purchase of Fuel Outside of Township Fuel Depots

1. Authorized employees must obtain a receipt at the time of purchasing fuel.
2. All receipts must contain the following information:
 - a. Amount of fuel purchased in gallons
 - b. Amount of fuel purchased in dollars
 - c. Location of purchase
 - d. Vehicle odometer reading at time of purchase, if applicable
 - e. Date of purchase
 - f. Name of employee purchasing fuel
3. All receipts must be turned into his/her designated accountant weekly, which will then be reconciled with the invoice when received from the vendor.

Use of Fuel from Township Fuel Depots

1. Employees requiring to obtain fuel from the Township depots must obtain authorization from his/her supervisor.
2. Documentation of fuel removed from the Township fuel depots must be kept in a log (Utility depot's log will be kept in the Maintenance Supervisor's office. Fire depot's log will be kept in the Station 1 Radio Room). Entries into this fuel log must contain the following information:
 - a. Amount of fuel withdrawn in gallons
 - b. Date of withdrawal
 - c. Name of employee making the withdrawal
 - d. Vehicle or equipment fuel is obtained for
 - e. Vehicle odometer reading, if applicable
3. Responsibility for the reconciliation of depot fuel use will be the responsibility of department heads.

ACCOUNTABILITY AND ASSISTANCE:

All employees authorized to purchase fuel, or use fuel from the Township, share in the responsibility for adhering to this policy.

ENFORCEMENT:

1. Complaints: Persons observing a violation of this policy should bring it to the attention of the Township Supervisor.
2. Investigation: The Township Supervisor will investigate the complaint and take the appropriate action to resolve the complaint in a timely manner.
3. Violators: Persons found to be in violation of this policy will be subject to disciplinary action(s) in the same manner and magnitude as violations of other Township policies.

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 46**

DISPUTES:

Disputes, other than disciplinary issues, arising from this policy shall be presented to the Superior Township Board for resolution.

The motion carried by unanimous voice vote.

G. BOARD POLICY ON IMPLEMENTING WATER/SEWER RATE INCREASES

Supervisor McFarlane explained the need for the Township to adopt a policy on implementing water/sewer rate increases. He said that under the method included in the proposed policy the increase will be averaged into the invoice for the quarter based upon the number of days the rate increase was in effect.

It was moved by McKinney, seconded by Caviston, for the Board to approve the following policy on implementing water/sewer rate increase and to add the policy to the Township's Board Policy Manual:

**SUPERIOR CHARTER TOWNSHIP
POLICY REGARDING IMPLEMENTING WATER/SEWER
RATE INCREASES**

PURPOSE:

To establish guidelines for implementing water and sewer rate increases from the Ypsilanti Community Utilities Authority (YCUA) to Superior Charter Township using a weighted average in order to accurately bill residents.

Please note that this procedure is to be used for implementing the residential portion of the YCUA rate increases only. Rate increases for commercial accounts that receive water/sewer through Superior from YCUA and all rate increases from Ann Arbor Township (used for Towsley and Valleyview only) can be implemented without using a weighted average.

GUIDELINES:

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 47**

Township residents are billed for water/sewer usage on a quarterly basis. The water/sewer district is divided into three sections and a different section is billed every month. When a rate increase is received, it is implemented over a three-month period using a weighted average that is based on the number of days within the quarter that are affected by the rate increase.

PROCEDURE:

Weighted averages for each water/sewer section of the Township are established, based on the number of days the section is being billed for that will be at the old rate and the number of days the section is being billed for that will be at the new rate. Rate tables reflecting the different weighted average for each water/sewer section of the Township are created. For the three months following the increase, the Utility Billing system rates are changed to reflect the weighted average until the sections being billed are completely under the new rate.

The motion carried by a unanimous voice vote.

H. AWARD BID FOR SIDEWALK REPAIR

Supervisor McFarlane explained that the sidewalk replacement program was started in August 2012 but was postponed because the cold weather reduced the time available to complete concrete replacement. He indicated the program has been re-started and he recommends the contract for sidewalk repair be awarded to Doan Construction of Ypsilanti for \$25,165.50. Midwestern Consulting has reviewed the bid and highly recommends the contract with Doan Construction be approved.

It was moved by McKinney, seconded by Caviston, to approve the contract with Doan Construction to complete approved sidewalk repairs at a cost of \$25,165.50.

Ayes: McFarlane, Phillips, McKinney, Caviston, Green, Lewis, Williams

Nays: None

Absent: None

The motion carried.

I. LETTER OF UNDERSTANDING, SUPERIOR TOWNSHIP AND FIRE FIGHTER'S UNION LOCAL 3297, MERS HCSP

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 48**

Supervisor McFarlane explained that the IRS rules for health care savings plans required MERS to make changes how they processed employee contributions to the health care savings plan. Employees hired on or after November 11, 2011 are not able to make individual decisions on the amount they want withheld. The employees must make the decision as a group, subject to Township Board approval. As a result of this change a letter of understanding with the firefighters union local is required.

It was moved by McKinney, seconded by Caviston, to approve the attached Letter of Understanding:

LETTER OF UNDERSTANDING

Between

Superior Charter Township

And

Fire Fighters Union Local 3292
International Association of Fire Fighters

Regarding the MERS Health Care Savings Plan

Several years ago the Township was informed by the Municipal Employees Retirement System (MERS) that the Internal Revenue Service has become increasingly restrictive in respect to elective contribution features in programs like the Health Care Savings Program.

As a result of these IRS changes, MERS' Legal Counsel has advised MERS to discontinue individual employee HCSP Participation Agreements as were available for union firefighters hired before November 1, 2011. Therefore provisions for MERS Health Care Savings Plan for union firefighters hired after 11/1/11 shall be as follows:

(1) All full-time firefighters hired on or after 11/1/11 shall be enrolled in the MERS Health Care Savings Program on the first day of the month following month of hire and be placed in MERS HealthCare Savings Plan Division # 300799. The provisions of this division, as of 5/18/13, are:

2% of Mandatory Salary Reduction from Regular Pay

Leave Conversion as follows:

As of date of termination, 100% of employees' Sick and Vacation Benefit Day monies shall be contributed to the HCSP program. [Any sick or vacation leave

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 49**

employees wish to be paid for in cash shall be cashed out the day before the date of termination. All employees shall have a Benefit Time Pay-off Election Form on file with the Human Resources Office that outlines his/her wishes regarding benefit day cash out in the event of death or if he/she is mentally incapacitated. This form can be revised as often as desired up until 3:30 p.m. the day before termination of employment.]

(2) Between November 1st and November 15th each year, the employees in this division [all firefighters hired after 11/1/11] shall discuss among themselves what they would like their mandatory contribution to the HCSP Program to be, [it must be at least 2% on regular pay] including the % of salary reduction, and whether this reduction shall be made from Reg Pay only; Reg and Overtime Pay only; or Reg Pay, Overtime Pay, and Education and Longevity Pay. The group shall then inform the Township Board, in writing, of their decision. If there is dissenting opinion among the group members, this shall be included in the letter. The Township Board will take into consideration the requests of the entire employee group, and shall have final determination as to the mandatory salary reduction percentage, and types of pay the reduction shall be applied to.

(4) The employer portion for this division shall be whatever is outlined in the existing union contract and this employer portion shall be subject to the same vesting schedule as defined in the existing union contract.

All firefighters hired before 11/1/11 currently enrolled in the MERS HCSP shall continue to be governed by the provisions of their individual MERS Health Care Savings Plan Participation Agreements. Firefighters with these individual MERS HCSP participation agreements shall have the opportunity to change the options of their provisions between November 1st and November 15th of each year in terms of choosing between these three options: (No further customizing is permitted.)

Option 1#: Minimum Deduction

_____ % deducted from REGULAR PAY ONLY. (Minimum of 2%)

Option #2: Optional Percentage on Regular and Overtime Pay Only

_____ % deducted from REGULAR AND OVERTIME PAY (Minimum of 2% and must be the same for both regular and overtime pay)

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 50**

Option #3: Optional Percentage on Regular Pay, Overtime Pay, and Longevity & Education Bonuses, Option to cash 0-100% of benefit hours upon separation from service.

_____ % deducted from regular pay, overtime pay, longevity pay, education bonus, (must be same percentage for all) and option to contribute a portion of Vacation Day Payoffs and Sick Day Payoffs(0—100%) upon termination of employment.

Any employee selecting Option #3 must file a Benefit Time Payoff Election Form with the Human Resources Office before being enrolled in this option. This form may be revised as often as desired up until 3:30 p.m. the day before termination of employment.

This letter of understanding shall continue unless modified or eliminated by agreement of both parties, or as required by law.

Signature: _____ Date: _____
Firefighters Union Local 3292 Representative

Print Name: _____

Signature: _____ Date: _____
Superior Township Supervisor

Print Name: _____

The motion carried by a unanimous voice vote.

J. LETTER OF UNDERSTANDING, SUPERIOR TOWNSHIP AND FIRE FIGHTERS UNION LOCAL 3297, HEALTH CARE INSURANCE

Supervisor McFarlane explained that due to Township changing the health care provider and type of policy for Township employees, a letter of understanding is required with the firefighters union local. The Union has already reviewed and approved the letter of understanding.

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 51**

It was moved by McKinney, seconded by Lewis, to approve the following Letter of Understanding:

LETTER OF UNDERSTANDING

Between

Superior Charter Township

And

Fire Fighters Union Local 3292
International Association of Fire Fighters

Regarding Blue Cross/Blue Shield Preferred Provider Organization Health Savings Account (PPO HSA) \$3,000/\$6,000 High Deductible Health Insurance Plan

On April 1, 2013 the Township changed the health insurance coverage for eligible union and non-union employees from Priority Health, a Health Maintenance Organization (HMO), to a Blue Cross/ Blue Shield Preferred Provider Organization Health Savings Account High Deductible Health Insurance Plan (PPO HSA). The new PPO HSA has a higher deductible than the previous plan, but the Township has agreed to pay each employee an amount that would cover their potential deductible expenses for the health insurance contract year April 2013— March 2014. For employee/employer cost split for the years April 2014 through March 2015 and April 2015 through March 2016, refer to the union contract page 18 Section 4 (b).

The savings on premiums for the Township are low enough that even with funding employees' deductible, the plan is less costly than a renewal of the previous Priority Health HMO, which is why the change was made. By staying healthy, and efficiently spending their HSA money, employees have the ability to retain unused money in their HSA accounts, thus this kind of plan has the potential to save both the Township and employees money. Even with high utilization, an employee will spend less per year than with an HMO since the deductible is funded by the Township. HSA accounts are highly regulated by the IRS and therefore employees are encouraged to consult with their tax preparer to be certain they are correctly utilizing their HSA accounts and to review the guidelines of HSA accounts in IRS Publication #669.

1) COSTS

Employees will have the following amount deducted from their paycheck each pay period for their share of the premium cost of this plan. This will help the Township offset costs of administering this plan and for the hardship/catastrophic advances the Township is offering.

Single: \$ 6.92 [\$15.00/MONTH]

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 52**

Couple:	\$ 9.23	[\$20.00/MONTH]
Family:	\$11.53	[\$25.00/MONTH]

This is an after-tax deduction.

2) DEPOSIT SCHEDULE

The Township shall deposit the following amounts on the following dates into employees' HSA Accounts:

April 1, 2013:	\$750 for Single Coverage	\$1,500 for Couple/Family Coverage
July 1, 2013:	\$750 for Single Coverage	\$1,500 for Couple/Family Coverage
October 1, 2013:	\$750 for Single Coverage	\$1,500 for Couple/Family Coverage
January 1, 2014:	\$750 for Single Coverage	\$1,500 for Couple/Family Coverage

Once this money is deposited in employee's accounts, it belongs to the employee. The Township will not ask for any repayment if an employee leaves employment for any reason regardless of whether the funds have already been used for medical expenses or are still in the employee's HSA account.

3) TAX FILING REQUIREMENTS

Employees will be required to file a tax form with the IRS for 2013 and 2014 because they are receiving HSA deposits from the Township. The tax form is called 8889 and the guidelines are outlined in Publication #669. Employees need to save all their medical receipts for filing tax form 8889. Any employees having questions about the tax implications of participating in the HSA plan should consult their tax preparer/accountant.

4) DEBIT CARD USE AND GUIDELINES

a) Employees will be issued a debit card to dispense the money deposited in their HSA accounts for qualified medical expenses. The money in the HSA account can be used for both medical expenses that apply to the Blue Cross/Blue Shield deductible, **OR** qualify for IRS approved HSA expenditures without paying taxes on the money. The employee will know if the expenses are IRS approved because the HSA debit card will be programmed such that ineligible expenses will not go through.

b) If employees use their HSA money for medical expenses that meet IRS guidelines, but not Blue Cross/Blue Shield deductible guidelines, such as dental or vision related expenses or medical expenses exempted by Blue Cross/Blue Shield such as acupuncture, the employees will have to pay some of the Blue Cross Blue/

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 53**

Shield deductible out-of-pocket if they incur medical expenses beyond what remains in their HSA accounts.

c) Employees can also withdraw money from their HSA accounts at any time and use it for purposes that do NOT qualify towards the Blue Cross Blue Shield deductible OR meet IRS guidelines for approved medical expenses. If an employee chooses to do this, he/she will be responsible for paying taxes and a 10% IRS penalty on the money used for non-qualified expenditures. The Township therefore highly recommends that employees DO NOT withdraw money out of their HSA accounts for purposes other than paying expenses towards the deductible for their BCBO Health insurance plan during the plan year. The Township will not loan employees money or give cash advances on paychecks to cover medical expenses in situations where an employee has withdrawn money from his/her HSA account designated for the current plan year, and used it for expenditures other than to meet the deductible on his/her BCBS Health Insurance plan.

5) ADVANCES

If during the plan year, an employee incurs medical expenses that are eligible for his/her BCBS deductible, that are more than the amount in his/her HSA account at that point in time, the Township will advance up to the full \$3,000/\$6,000 that the employee is eligible for the plan year and deposit this advance into the employee's HSA account. The employee will not be required to repay this advance even if he/she leaves employment with the township before the plan year ends.

6) PROCEDURES FOR ADVANCES

Any employee needing an advance to pay medical bills will fill out a Request for Additional HSA Deposit Form requesting an advance (See Attached). This form is turned in to the Township Supervisor. Advances are automatically approved contingent upon authentic medical bills eligible under the Blue Cross Blue Shield deductible being presented to the third party administrator. The employee then submits the signed request letter, along with the medical bills, to the third party administrator of this plan [Marwil Associates], along with a HIPPA medical release form. Employees can strike out personal information such as medication names, tests, etc. The third party administrator will examine the medical bills and ascertain their validity. To protect the privacy of the employee regarding his/her medical conditions/treatments, the employee will not be required to discuss or show these medical bills to his /her supervisor or any other Superior Township official. Upon receiving approval from the third party administrator, the Superior Township HR Administrator will deposit the approved funds. The money usually can be made available within five working days. If an employee needs to provide proof to a medical provider that additional funds will be deposited to cover the upcoming expense, the Township will provide a letter affirming this.

7) TAX IMPLICATIONS FOR ADVANCES

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 54**

If an employee leaves employment for any reason during the plan year and does not stay enrolled in a qualified High Deductible Health Insurance Plan (i.e. through Cobra, through a high deductible plan of their spouse, or through a privately purchased plan), the employee may owe the IRS taxes on any money that the Township deposited as an **advance on future quarters**. This tax liability may apply even if the advance money was spent on bonafide medical expenses; it has to do with eligible months in the plan and deposits given, not what was spent. Please consult a tax accountant if you would like more information on this or read IRS Bulletin #969 entitled Health Savings Accounts and Other Tax-Favored Health Plans.

8) COBRA

If an employee leaves employment with the Township for any reason during this plan year, he/she may elect to continue this plan under Cobra. The premiums the employee will be charged are:

Single:	\$355.71 / Month
Couple:	\$853.71 / Month
Family:	\$1,067.15 / Month

After separation from service, the employee will no longer receive quarterly deposits into his/her HSA account and will become responsible for paying any deductibles under this plan.

IRS guidelines say that HSA money cannot be used to pay premiums. So a departing employee may not use any money remaining in his/her HSA account to pay Cobra premiums to the township or to pay for health insurance premiums from any private insurance company. The employee can begin using his/her MERS Health Care Savings Plan money to pay Cobra premiums. Or the employee can cash out his/her HSA account and pay income taxes on the money (approximately 25% and a 10% IRS penalty) and then use the remaining money to pay Cobra premiums.

9) UNUSED FUNDS

As this plan year comes to a close, (i.e. March 2014), the Township will decide what health insurance plan it will be providing for employees for the subsequent year. It could continue with this plan, it could be a similar but not identical HSA plan, or the Township could decide to return to an HMO plan. Any money left in employees' HSA accounts at the end of the plan year will belong to the employees. The employees may leave the money in their HSA account to be used for future co-pays or deductibles (in whatever plan the Township uses in the future including an HMO), or vision and dental expenses without paying any taxes on the money. He/she may not use it to pay premiums to the Township or any other health insurance premiums. Employees can

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 55**

also cash out the account, or part of it, and pay taxes plus a 10% penalty on it and use the money for whatever he/she chooses.

This letter of understanding shall continue unless modified or eliminated by agreement of both parties, or as required by law.

Signature: _____ Date: _____
Firefighters Union Local 3292 Representative

Print Name: _____

Signature: _____ Date: _____

Superior Township Supervisor

Print Name: _____

It was moved by Caviston, seconded by Williams, for the Board to approve postponing the road improvement projects in Superior Township in 2013 and the corresponding Agreement with the Washtenaw County Road Commission until the next regular Board meeting of May 20, 2013.

The motion was approved by unanimous voice vote.

K. ADDITIONS AND CORRECTIONS TO THE PERSONNEL MANUAL FOR NON-UNION EMPLOYEES

Supervisor McFarlane explained that due to Township changing the health care insurance provider and type of policy for Township employees, changes to Personnel Manual for Non-Union Employees was required.

It was moved by Caviston, seconded by Green, for the Board to approve the following changes to the Personnel Manual for Non-Union Employees:

SECTION 1.0 GENERAL INFORMATION

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 56**

1.1 Work Status/Job Definition

A. Employees may be hired as

- 1) Temporary Employees (Either part or full time)
- 2) Seasonal Employees (Either part or full time)
- 3) Permanent Employees (Either part or full time)

B. All employees, except those governed by a collective bargaining agreement, shall be considered at will employees.

C. Employees shall be given a written job description upon being offered a position at Superior Township. However, the Township reserves the right to redefine an employee's job description as it deems necessary, or to direct an employee to temporarily perform work that may be of a different nature or in a different department from that which the employee is normally engaged.

1.2 Work Week, Working Hours, Pay Periods

A. Work Week The work week shall be thirty-seven and one-half (37.5) hours, consisting of five (7.5) hour days for full-time employees (unless otherwise designated) with the exception of full-time utility workers, whose normal work week shall be forty (40) hours, consisting of five (8) hour days (unless otherwise designated). However, nothing contained herein shall constitute a guarantee of thirty-seven and one-half (37-1/2) hours a week.

B. Working Hours. Normal Township work hours are from 8:30 a.m. to 4:30 p.m. daily for full-time employees, unless otherwise authorized by the employee's Department Head in writing. Utility Department employees work 8:00 a.m. to 4:30 p.m.

C. Pay Periods. Pay periods are two weeks long beginning Monday and ending on Sunday for all departments ~~except the Utility Department which begins on Monday and ends on a Sunday.~~ Paychecks are issued every two weeks on Thursday mornings and cover all days worked through the preceding ~~Friday/Sunday.~~ The Township reserves the right to move a payday back or forward up to two days to accommodate holidays.

D. Advance Vacation Pay. An employee who will be on vacation during a pay week may request advance vacation pay. Requests must be in writing at least ~~two~~ one week in advance.

1.3 Time Sheets

All employees shall keep a weekly time sheet showing the daily time in and time out and any benefit time used. The employee shall sign the time sheet and turn it in to his/her Department Head by Monday at 9:00 a.m. following the week covered by the time sheet. The Department

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 57**

Head must approve the time sheet by his/her signature. All time sheets, after departmental approval, must be turned over to the Payroll Administrator no later than Monday at 9:30 a.m. of the same week in which it was received by the Department Head.

1.4 Overtime

A. Superior Charter Township generally attempts to discourage overtime. Overtime is paid to hourly employees only, and is defined as a work week over 37½ hours (or a workweek over 40 hours for Utility Dept employees). The Township will normally compensate eligible employees at one and one-half (1-1/2) times their regular rate of pay. The Township reserves the right to pay straight-time rather than overtime if an employee uses benefit time during the week constituting a work week over 37½ hours (or 40 hours Utility Dept) and has thus not physically worked more than 37½ hours (40 hours Utility Dept). Straight time shall be paid in lieu of overtime if the use of the benefit time created the need for the overtime, and the employee is deemed to be exhibiting excessive absenteeism as determined by the Department Head or Township Supervisor.

B. All hourly employees who are required to work on days designated as official holidays of the Township shall be paid double-time for hours worked plus their normal holiday pay.

C. All overtime must be approved in advance unless blanket approval is given to an employee or group of employees to work overtime for specific duties. There is mandatory "on call" duty for Utility Department employees, see department manual for details.

D. If the employee and employer agree, the employee can choose to receive compensatory time in lieu of overtime pay. If this option is chosen, 1.5 hours of comp time shall be deposited in the employee's benefit bank for every hour of overtime worked. An employee who works overtime shall fill out an overtime reporting form on which he/she will describe the overtime work and request either compensatory time or overtime pay for the time worked. This form shall be submitted to the Department Head who shall approve the over-time work, and approve either pay or comp time.

E. The maximum compensatory time an employee may have in his/her benefit bank shall be 37 ½ hours (40 hours Utility Department). If an employee's comp time bank is at 37 ½ hours (40 hours Utility Dept) he/she will automatically be paid for the overtime. Employees shall be given a report of their Comp Hour Bank total with each paycheck.

F. Utility employees shall receive a minimum of three (3) hours pay or comp time for all "call outs". A call-out is defined as being called back into work. Hours worked immediately preceding or following the normal work schedule shall not qualify as a call-out; these hours shall be dealt with as normal overtime.

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 58**

G. An employee may cash out hours in his/her Comp Bank for pay by submitting a request form to the Payroll Administrator, signed by his/her department head.

1.5 Managerial Time

All managerial and professional employees of the Township are exempt from overtime pay, but (as a courtesy) shall be permitted to earn up to four Managerial Comp Days per calendar year. Managerial employees are eligible for management time credit if their workweek exceeds 37½ hours (or 40 hours Utility Dept.) Managerial hours are awarded on a one hour for each hour worked basis, not 1.5 hours credit/ hour worked as with compensatory overtime. The Township reserves the right to deny management time credit if (a) The need to work additional hours outside of 8:30 a.m. - 4:30 p.m. (8:00 a.m. - 4:30 p.m. Utility Dept) does not seem warranted for the workload assigned, or (b) the need to work extra hours is caused by the use of benefit time during the workweek and the employee is deemed to have been exhibiting excessive absenteeism as determined by the Department Head or Township Supervisor. Management Time credit must be approved by the Department Head and the Township Supervisor. A managerial employee may keep no more than 37½ hours (40 hours Utility Dept) in his her Managerial Comp Bank. Managerial Comp days may not be converted to cash, except upon termination of employment. Employees shall be given a report of their managerial comp hour bank total with each paycheck.

1.6 Lunch/Rest Breaks

A. Each employee shall normally be allowed a thirty (30) minute unpaid lunch break. The specific lunch break will be scheduled by the respective Department Head. Abuse of lunch break time limits may result in disciplinary action.

B. Rest Breaks. Rest breaks are generally allowed twice a day, with one in the first four (4) hours of the work day and one in the last four (4) hours of the work day. Each coffee or rest break period is not to exceed fifteen (15) minutes and will be scheduled by the Department Head.

1.7 Smoking

All Township buildings are non-smoking buildings. Please see the Township's Non-Smoking Policy.

1.8 Gender

Reference to the male gender shall apply equally to the female gender and vice versa, throughout this manual.

1.9 Records

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 59**

Employees are required to report changes in their personal status for tax withholding and insurance purposes, such as address, telephone number, marital status and births or deaths in the immediate family, to the Human Resources Administrator within five (5) days after such change has occurred. Employees are also required to provide their current telephone number to their immediate supervisor and immediately inform him/her of any changes. The Township shall be entitled to rely upon the staff member's last name, address, phone number, marital status and number of dependents shown on his/her records for all purposes involving his/her employment.

1.10 Workers' Compensation

A. Township employees are covered by the Workers Compensation laws of Michigan. Any employee involved in a work-related accident or injury shall report that accident or injury to his/her Department Head and the benefits representative or his/her designee as soon as possible after the mishap and fill out the proper reporting forms. In the event a regular full-time employee who has been employed for one (1) year or more is off work and is being compensated under the Worker's Compensation Law for an on-the-job injury or illness, the Employer will continue the insurances provided hereunder for a maximum of 365 days from the date of the injury. Thereafter the employee is eligible to continue insurance coverage at his/her expense under COBRA which allows employee purchased coverage for 18 months.

B. If the employee is in the John Hancock Pension Plan, participation in the pension plan will be suspended while on workers compensation; this is dictated by John Hancock. If the employee is in the MERS Pension Plan the wages will not be reported and therefore no employee deduction or employer contribution will be paid. However, the employee will receive service credit for the time they are on disability, this is a MERS policy.

C. The employee shall not continue to accrue vacation, sick and personal time while on workers compensation disability.

D. The employee shall have the option, but not be required, to cash in sick, vacation, and personal time to make up the difference between his/her normal pay and the compensation he/she receives while on workers compensation.

1.11 Harassment

Employees ~~must~~ have the right to a work environment free from intimidation and harassment because of their sex, race, age, religion, ethnic origin or physical condition. The Township prohibits any physical, verbal or visual harassment. An employee should report any complaints to his/her immediate supervisor or designated Township official.

SECTION 2.0 BENEFITS

2.1 Funeral Leave

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 60**

In the event of a death of any of the following members of an employee's family: (mother, father, sister, brother, wife, husband, children, stepchildren, grandparents, grandchildren, mother-in-law, father-in-law, sister-in-law, brother-in-law, son-in-law, daughter-in-law) the employee will be granted time off with pay for a maximum of three (3) days. Each case shall be handled on an individual basis. Sick or personal or vacation time may be used for longer periods of bereavement with prior approval of the Department Head.

2.2 Jury Duty

A. Staff members summoned by the Court to serve as jurors will be given time off for the period of their jury duty. For each day that a staff member serves as a juror, when the staff member would otherwise have worked, the staff member shall receive his/her regular straight time rate of pay provided that the employee turns over to the Township his/her jury fee (not mileage). In order to receive jury duty pay from the Township, a staff member must:

- 1) Give reasonable advance notice that he/she has been summoned for jury duty.
- 2) Give satisfactory evidence that the staff member served as a juror at the summons of the Court on the day that the staff member claims to be entitled to jury duty pay.
- 3) Have been scheduled to work.
- 4) Return to work if excused with three (3) hours left in normal schedule.

2.3 Travel Reimbursement

Employees engaged in Township Business shall be reimbursed for mileage at the current IRS rate. Mileage Reimbursement Forms shall be filled out with odometer readings, and a description of the trip and signed by both the Department Head and the Township Supervisor. The Township shall only authorize mileage reimbursement expense for drivers who have a valid Michigan driver's license. A copy of a valid Michigan driver's license shall be provided to the Township Clerk prior to submitting a request for mileage reimbursement.

2.4 Meals/Lodging Reimbursement

Employees shall be reimbursed for meals or lodging while attending Training Seminars, or when out-of-town engaged in official Township business. Off-site work and seminars must be approved by the Township Supervisor ahead of time. The maximum that will be reimbursed is \$6.00 for breakfast, \$11.00 for lunch, and \$17.00 for dinner. Lodging expenses must be reasonable and not include unnecessary amenities. Original receipts must be submitted with the request for reimbursement.

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 61**

2.5 Training Seminars (Non-College)

Employees may be required to attend training seminars in connection with their jobs. If the training is mandatory, employees will be paid their regular hourly rate for the time spent attending training sessions including travel time. They will be paid overtime for hours required after their normal work schedule. They will also be reimbursed for mileage. Employees may also submit a request to voluntarily attend training seminars related to their job, either during or after regular work hours to their department head, who will discuss the matter with the Township Supervisor. The Supervisor and Department Head shall (a) approve payment of tuition and materials and pay for the employee for his/her hours of attendance (but no overtime), (b) approve payment of tuition and materials only, or (c) deny the request.

2.6 College Training

Employees may submit a Request for Educational Allowance to cover tuition, books, and student fees up to \$500.00 year. (Non-college training seminars are considered separately, and not part of this \$500.00 annual college training allowance.) The college class(s) must be directly related to the employee's job. The class does not necessarily need to qualify as college credit towards a degree. The request must be submitted prior to attending the class and approved by the Department Head and Township Supervisor. The allowance shall be paid retroactively and only paid if the employee provides proof that he/she received a "C" grade or higher in the class. Employee's attendance in college classes must not interfere with their regular work schedule at Superior Township or with mandatory overtime requirements. The Township's allowance shall not duplicate financial assistance from any other sources. Classes that the Township requires an employee to attend shall not decrease this \$500.00 annual allowance for elective college training.

2.7 Uniform Allowances

Some Departments have annual uniform allowances. Please see your Department Head for information.

2.8 Holidays

Superior Charter Township observes certain holidays as designated by the Township Board each year. All Township offices will close except those required by the Township Board to remain open. Regular full time employees shall only receive holiday pay if they work the day before and the day after the holiday, unless excused by their department head. Regular part-time employees shall be paid for the holiday if it falls on a day they are normally scheduled to work. Any non-managerial employees who are required to work on an official Township holiday shall be paid ~~double-time pay~~ as described in Article 1.4 Section B.

2.9 Sick Time

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 62**

Earned sick leave may be used for an employee's illness, accident or his/her doctor and/or dentist appointments. Each regular full-time employee shall earn sick leave at the rate of one-half (1/2) day per month for the first year of employment and one (1) day per month after one year of employment. There is no limit on how much sick time may be banked. (See section 2.17 for part-time benefits.) Employees shall be given a report of their Sick Time Bank total with each paycheck.

- 1) When an employee must miss work for doctor/dentist appointments, the employee must give the Department Head two (2) days advance notice unless emergency conditions exist.
- 2) An employee who finds it necessary to use sick time for an accident or illness must notify his/her Department Head as soon as possible, preferably by the start of the work day or earlier via voicemail (voice mail or answering service is on 24 hours/day and weekends). If the employee is unable to make the call him/herself he/she should have a designated person make the call. Failure to call in shall result in disciplinary action, possible dismissal, and the employee may not be permitted to use benefit time for the missed hours.
- 3) If an employee needs to be off from work due to illness or injury, and does not have enough sick time in his/her bank to cover the time off, he/she may use vacation or personal time if a doctor's excuse is presented.
- 4) If an employee needs to be off from work due to illness or injury and he/she has no sick, personal, or vacation time to cover his/her absence, the Township may grant the employee permission to take unpaid time off.
- 5) Sick days will not be granted for absences due to weather conditions, transportation problems or any other reasons except for those specified herein.
- 6) Employees returning to work from an injury or illness or use of sick leave or leave of absence may be required by his/her Department Head to submit a statement from his/her physician qualifying his/her ability to work or to verify that the employee was ill (the nature of the illness does not need to be disclosed).
- 7) Employees taking sick leave on their last scheduled day of work before a holiday or vacation, and/or their first scheduled day after a holiday or vacation may be required to submit a statement from their physician verifying the illness. It shall be the employee's responsibility to check with his/her department head when calling in to determine if the statement is necessary.
- 8) When there is a dispute regarding an employee's physical or mental ability to perform his/her job or to return to work after a leave of absence of any kind, the

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 63**

employer may require a report from a medical doctor of the employer's choosing (at the employer's expense if not covered by the employee's insurance). If the dispute still exists, the employer's doctor and the employee's doctor shall agree on a third doctor to submit a report to the employer and the employee. Any expense of the third doctor shall be borne equally by the employer and the employee, if not covered by the employee's health insurance. The decision of the third doctor shall be binding.

9) Falsification of information to secure sick leave or other leaves of absence shall result in disciplinary action and shall be possible grounds for dismissal.

10) Department heads and the administrative staff shall monitor the use of sick time. The abuse of sick time can result in the disruption of staffing levels, extra work and responsibilities for other employees, and create negative effects on workplace morale. Abuse of sick time includes, but is not limited to:

- a) Establishing a pattern, such as using sick time in conjunction with weekends, vacations or holidays.
- b) Excessive use of sick time. This may be defined as maintaining fewer than thirty (30) hours of sick time in the employee's Sick Time Bank after the first year of full time service. The requirements for part-time employees shall be proportionally adjusted.

If it is determined that an employee has abused sick time, the employee may be subject to corrective action which includes: documented counseling, requiring the employee to provide a doctor's excuse for future sick time use; disciplinary action up to and including dismissal.

2.10 Vacation Days

A. Full-time employees receive one (1) week of vacation time on the first annual anniversary of their date of hire. Beginning the thirteenth (13th) month of service, full-time employees shall receive vacation days at the rate of 6.25 hrs per month. Beginning the fifth (5th) year of service employees shall receive vacation days at the rate of 9.37 hours per month. Utility Department employees shall receive vacation days at the rate of 6.66 hours per month beginning the thirteenth month of service. Beginning the fifth (5th) year of service Utility Department employees shall receive vacation days at the rate of 10 hours per month. (See Section 2.17 for part-time benefits). Employees shall be given a report of their Vacation Time Bank total with each paycheck.

B. Regular Part-time Employees receive one (1) week of vacation time on the annual anniversary of their date of hire based on their average work week. Beginning the thirteenth

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 64**

(13th) month of service, Regular part-time employees shall receive vacation based on the formula: [# of hours worked every two weeks / 12] each month. Beginning the fifth (5th) year of service regular part-time employees shall receive vacation using the following formula: [# of hours worked every three weeks / 12] each month. Employees shall be given a report of their Vacation Time Bank total with each paycheck.

C. Employees may only bank one and one-half (1-1/2) times their yearly vacation accrual. Employees who have reached this limit may receive cash in lieu of their monthly vacation accrual a maximum of five times their monthly allotment. ~~per-calendar-year~~. After receiving cash payment in lieu of monthly vacation accrual the for the maximum hours allowed, the employee must maintain his/her vacation bank at or below the limit by scheduling time off, or forfeit any hours which put his/her vacation bank over the limit. Employees may, in extenuating circumstances, be granted an exception by the Township Supervisor to temporarily exceed the vacation bank limit.

D. All vacations should, if possible, be requested two weeks in advance. However, requests with less than two weeks notice may be approved if this does not cause problems for the department. Each request is decided on a case-by-case basis by each department at the time the request is made. Given the fact that each department has different needs and operating modes, and different levels of staff coverage, it is quite possible that similar requests approved in one department may be declined in another department or vice versa. Likewise, some departments may allow these requests during certain parts of the year but not others depending on the seasonal workload of the department.

E. If an employer-recognized holiday falls during the employee's scheduled vacation, that day shall be considered a holiday and not a vacation day.

F. Department Heads may permit employees to use vacation hours for unexpected personal business if this does not create a problem for the functioning of the department.

G. Employees in their first year of employment may be permitted to take up to one week of **unpaid** vacation if approved by their Department Head and the Township Supervisor. Such requests shall be submitted at least two weeks in advance.

H. Beyond the first year of employment, the Township does not normally allow unpaid time off for vacation or personal business. Since fulltime employees are being given pension and health insurance benefits based on the fact they are full-time employees, it is expected that they are working full time. However, employees may, upon occasion, request to take unpaid vacation days if they have exhausted their vacation bank and desire additional time off. Each request is decided on a case-by-case basis at the time the request is made. Requests must be approved by the department head and the Township Supervisor. Given the fact that each department has different needs and operating modes, and different levels of staff coverage, it is quite possible that similar requests approved in one department may be declined in another department or vice

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 65**

versa. Likewise, some departments may allow these requests during certain parts of the year but not others depending on the seasonal workload of the workload.

2.11 Personal Days

A. Each regular full-time employee shall earn personal days at the rate of two (2) days per year. They shall accrue on the first day of employment and subsequently on January 1st of each year. Unused Personal Days may carry over from one calendar year to the next.

B. If possible, 48 hour notice shall be given to use personal time hours. However, if an employee must miss work due to family or personal emergencies, or unforeseen circumstances, he/she may use personal hours without advance notice. Employees using Personal Hours unexpectedly must call in to their immediate supervisor (or have a designated person if they are unable to call). This call in should happen by the start of the work day or earlier via voicemail (voice mail or answering service is on 24 hours/day and weekends). Failure to call in when taking time off for personal reasons shall result in disciplinary action, possible dismissal and the employee may not be allowed to use benefit time for the missed hours.

C. Employees may use Personal Hours without advance notice for non-emergencies purposes, if taking the time off does not create a problem for the functioning of the department as determined by the department head or immediate supervisor.

D. Employees may only bank up to five personal days at any one time. If the accrual of personal days on January 1st would put an employee's Personal Day bank over the 5 day limit, the employee shall forfeit all hours over the five day limit. Employees shall be given a report of their Personal Day Bank total with each paycheck.

2.12 Requests for Paid Time Off

A. Prearranged requests for time off:

- 1) Requests for day(s) off shall first be turned into the employee's Department Head.
- 2) The Department Head will determine if there are other prior requests for the same day(s) in his or her department which may cause staffing problems. If there are conflicting requests, the Department Head shall make a determination as to whose request shall be given priority based on the date the request was submitted, seniority, ability to change plans, and importance of event.
- 3) If the Department Head doesn't see any conflicts, he or she turns in the request form to the Township Supervisor (excluding Park and Util Dept employees) who will then determine if this request conflicts with any other time-off requests from other departments. The Township Supervisor shall determine whose request shall be

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 66**

given priority based on the date the requests were submitted, seniority, ability to change plans, and the importance of the event. The Township Supervisor will determine if duties from one department can be covered by staff from other departments so that more than one person can have the same day(s) off. After making a determination, the Township Supervisor returns the approved or denied request to the Department Head. If approved, the Department Head gives the request form to the employee. If denied, the Department Head will discuss the problem with the employee and the employee may have to select a different day(s).

- 4) Time Off Requests for Department Heads in the General, Utility and Building Fund shall be turned in directly to the Township Supervisor for approval. The Parks Administrator turns his/her requests in to the appointed Parks' commissioner. Utility and Park Department Heads shall inform the Township Supervisor of all approved vacations of their employees.

B. Unexpected days off:

- 1) If an employee unexpectedly needs to use personal or sick time, he/she must fill out a Time Off Request Form immediately upon returning to work. Department Heads turn in their forms directly to the Township Supervisor for signature. Employees turn their forms in to their Department Heads who signs them and then turns them in to the Township Supervisor.
- 2) The Township Supervisor signs the Time Off Request Form and returns it to the employee who then attaches it to his/her time sheet.

~~**2.13 Medical, Dental, Vision and Life Insurance**~~

~~These benefits are provided to eligible full-time employees and their families. These benefits are not provided to part-time employees. An employee becomes eligible for health insurance the first day of the month following month of hire. There is currently no employee premium for health insurance (excluding prescriptions described below). The Township reserves the right to implement employee premiums for insurance if costs become prohibitive. See the Human Resources Administrator for details of the various plans. The Township offers COBRA insurance coverage, as required by law, to employees and family members.~~

~~**2.14 Option for Cash Payment in Lieu of Care Choices Medical Insurance**~~

~~A. A regular full-time employee of the Township is eligible for the Township's Care Choices Medical Insurance for him/herself, spouse and dependent children. An employee may opt out of coverage for him/herself and spouse, if he/she and the children are covered under the health insurance plan of his/her spouse or other group plan coverage from retirement, severance, etc.~~

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 67**

~~The employee must provide proof of coverage under another group health insurance plan. The employee shall be compensated 40% of the cost of the family plan he/she was eligible for. This amount shall be paid in (26) equal payments each pay period as a taxable benefit. Employees choosing to opt out of the plan must state so in writing. Employees who opt out may rejoin the Priority Health Plan at a future date under various conditions: divorce, loss of employment by spouse resulting in loss of coverage, and during Priority Health's open enrollment period each year.~~

~~B. Employees with children who have health insurance coverage for their children from other sources i.e. through a divorce decree, Department of Human Services etc. may opt out of the family coverage and be compensated 40% of the difference between family coverage and coverage for themselves. This amount shall be paid in (26) equal payments each pay period as a taxable benefit. Such an employee may reinstate coverage for his/her children under the plan under certain conditions: Loss of coverage for the child, or during Priority Health's open enrollment period. The employee must provide proof of coverage for his/her children and state his/her choice to opt out of coverage for his/her children in writing.~~

2.13 Medical, Dental, Vision and Life Insurance

These benefits are provided to eligible full-time employees and their families. These benefits are not provided to part-time employees. An employee becomes eligible for health insurance the first day of the month following month of hire. ~~There is currently no employee premium for health insurance (excluding prescriptions described below).~~ The cost to employees for health insurance is outlined in Appendix A. Currently there is no charge for dental or vision insurance, only for medical insurance. The Township reserves the right to ~~implement~~ increase employee premiums for insurance if costs become prohibitive. See the Human Resources Administrator for details of the various plans. Whenever a health insurance plan changes, a new summary of benefits will be distributed to employees. The Township offers COBRA insurance coverage, as required by law, to employees and family members.

2.14 Option for Cash Payment in Lieu of Care Choices Medical Insurance

A. A regular full-time employee of the Township is eligible for the Township's ~~Care Choices~~ Medical Insurance for him/herself, spouse and dependent children. An employee may opt out of coverage for him/herself and his/her entire family, or just his/her spouse, or just his/her children, if the employee or his/her children and or spouse are covered under another group health insurance plan i.e. through retirement benefits from a previous job, the spouse's employment, a divorce decree, department of health services etc. The employee must provide proof of coverage under another group health insurance plan. The employee shall be compensated 40% of whatever portion of the Township insurance he/she opts out of. For example, if the employee elects only single insurance when he/she is entitled to couple insurance, the employee receives 40% of the difference between single and couple coverage. If the employee opts out of family coverage completely, he /she received 40% of the cost of family coverage.

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 68**

This amount shall be paid in (26) equal payments each pay period as a taxable benefit. Employees choosing to opt out of the plan must state so in writing. Employees who opt out may rejoin the Priority-health insurance plan at a future date under various specific conditions: divorce, loss of employment by spouse resulting in loss of coverage, and during Priority Health's open enrollment period each year.

~~B. Employees with children who have health insurance coverage for their children from other sources i.e. through a divorce decree, Department of Human Services etc. may opt out of the family coverage and be compensated 40% of the difference between family coverage and coverage for themselves. This amount shall be paid in (26) equal payments each pay period as a taxable benefit. Such an employee may reinstate coverage for his/her children under the plan under certain conditions: Loss of coverage for the child, or during Priority Health's open enrollment period. The employee must provide proof of coverage for his/her children and state his/her choice to opt out of coverage for his/her children in writing.~~

2.15 Pension Benefit

A. The Township provides pension programs for permanent full-time employees and permanent part-time employees working at least twenty (20) hours/week.

B. Permanent part-time employees are eligible (the plan is optional) to participate in the John Hancock Defined Contribution Pension Plan beginning the 1st day of the month following the month of hire. However, if a part-time employee chooses to opt out, that is irrevocable and they cannot later choose to join the plan. The employee must sign an IRREVOCABLE WAIVER OF PARTICIPATION if they choose to opt out. For the John Hancock Plan, employee contribution is 5% and the Township Contribution is 10%. An employee becomes vested after twenty (20) months of participation in the plan.

C. Permanent full-time employees are required to participate in the MERS Defined Benefit Pension Plan beginning the 1st day of employment. Employee contribution is 5%. The MERS plan allows for retirement at age 55 with a minimum of fifteen (15) years of service, retirement at any age with thirty (30) years of service, or retirement at age sixty (60) with six years of service. The benefit multiplier is B-3 (see the MERS booklet for further explanation). Employees become vested in MERS after six years.

D. Full-time employees hired before 1/1/04 were given a one-time option to remain in the John Hancock Plan or convert to the MERS Pension Plan. All full-time employees hired after 1/1/04 must participate in the MERS Pension Plan.

E. Pension is deducted from all pay including overtime, longevity and education/certification incentives; likewise the employer match is paid on all forms of pay. Refer to Section 3.3 for

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 69**

explanation of how pension is dealt with when switching from part-time to full-time status. See the Human Resources Administrator for further information on either of these pension plans.

2.16 Retirement Health Benefits

A. MERS HEALTH CARE SAVINGS PLAN

(1) All full-time employees hired after 11/1/13 shall be enrolled in MERS HealthCare Savings Plan Division # 300800 the first day of the month following month of hire. Employees placed in this division shall have a mandatory pre-tax deduction of 2% of the employee's gross regular pay deducted from each paycheck. All employees enrolled in this division of the HCSP program, will be required to fill out, and file with the Human Resources Department, a *Benefit Time Pay-off Election* form.

(2) Between November 1st and November 15th each year, the employees in this division (which will include all non-union full-time employees hired after 11/1/11) shall discuss among themselves what they would like their mandatory contribution to the HCSP Program to be for the upcoming fiscal year [it must be at least 2% on regular pay]. including the % of salary reduction, and whether the deduction shall be made from Reg Pay only, or Reg and Overtime Pay. The group shall then inform the Township Board, in writing, of their decision. If there is dissenting opinion among the group members, this shall be included in the letter. The Township Board will take into consideration the requests of the employee group, and then make final determination as to the mandatory salary reduction percentage, and types of pay the reduction shall be applied to.

(3) **Employees Hired before 11-1-11.** All employees already enrolled in the MERS Health Care Savings Plan as of 11-1-11, are in their own individual division and shall have Mandatory Pre-tax deductions from their bi-monthly paychecks as outlined in their individual MERS HCSP Participation Agreements which can be amended once per year between November 1st – November 15th in that employees may choose between Option #1, Option#2, and Option #3 as outlined on the MERS Health Care Savings Plan Option Form for Non-Union Employees which is included in Appedix B of this manual. Employees who choose Option #3 must fill out a Benefit Time Elections Form and file it with the Human Resources Department.

(4) All employees who are in division # 300800 and employees who have chosen Option #3 for their individual HCSP partipation agreements, shall have all the vacation, sick and personal time that they have specified in their *Benefit Time Pay-Off Election* form that they want to be paid for in cash (that is eligible for pay-off as defined in the Superior Township Employee Manual), cashd out the day before termination of employment with Superior Township. Upon termination of employment (the following day), any sick, vacation or personal time in employees'

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 70**

vacation, sick or personal day banks (that is eligible for pay-off as defined in the Superior Township Employee Manual) shall be deposited in employees' Health Care Savings Plan Account.

B. All employee deductions are placed in the employee's MERS HealthCare Savings Plan account. The employee contributions to HCSP accounts are pre-tax and are also not taxed when they are withdrawn. This account becomes assessable to the employee for IRS approved health care expenses for him/herself, spouse, and IRS dependents upon separation from service from Superior Township. It is also available during a medical leave of absence but only for the employee (not family members). There is no age requirement to use this money.

C. There is also a monthly employer contribution to employees' Health Care Savings accounts. See the HR Administrator for the amount for the current fiscal year. The employee contributions to HCSP accounts are pre-tax and are also not taxed when they are withdrawn. This employer money is placed in employee's accounts on a monthly basis but is subject to a vesting schedule. The vesting schedule is as follows: 25% after six years of employment, 50% after nine years of employment, 75% after 12 years of employment, and 100% after fifteen years of employment. The employer contribution can be reduced or increased by a decision of the Township Board of Trustees. It is reviewed annually and set at budgeting time for the upcoming fiscal year, by board resolution.

2.17 Benefit Day Payoffs

A. An employee who resigns or retires with at least 14 calendar days notice to the Township, who has at least eight (8) years of full time service will be paid:

Twenty-five percent (25%) of unused Personal Time.

Twenty-five (25%) of unused Sick Time.

One Hundred percent (100%) of unused Compensatory or Management Time.

One Hundred percent (100%) of unused Vacation Time.

Benefit time will be cashed out as designated in the employee's *Benefit Time Pay-Off Election* form on the day before termination of employment. In the event an employee's employment is terminated due to sudden death or mental/physical incapacitation, whatever amount is designated on his/ her *Benefit Time Pay-Off Election* form on record with the Human Resources Department shall be used to cash out unused benefit time before any benefit time is deposited into the employee's MERS Health Care Savings Plan account. Employees may amend their *Benefit Time Pay-Off Election* form, at any time up until 3:30 p.m. the day before termination of employment. Amended forms are to be turned into the HR Administrator, in his/her absence the Township Clerk, in his/her absence the Township Supervisor.

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 71**

B. If the employee has less than eight (8) years of service, or fails to give fourteen (14) calendar days written notice to his/her Department Head, he/she shall not receive any Sick or Personal Time payoff, but shall receive any unused Vacation, Comp, or Management Time.

2.18 Exceptions Regarding Benefit Day Pay-Offs

The Township may pay benefit days for employees leaving employment with less than eight years of service as part of a case-by-case severance package, at its discretion.

2.19 Annual Raises

Annual raises, if awarded, take effect the first pay period of the fiscal year which begins January 1st. The amount is decided by the Township Board.

2.20 Other Raises

The Township may award parity raises or raises for increased responsibilities. The Township does not offer merit raises. Recommendations for parity or raises due to increased responsibility, are submitted to the Township Administrative Staff (Supervisor, Clerk & Treasurer) by the Department Head. If the Administrative Staff are in support of the raise, they submit it to the Township Board for approval.

2.21 Longevity Pay

The Township gives full and part-time employees longevity pay on the anniversary hire date as follows:

Year 2-5	1% of base pay
Year 6-15	2% of base pay
Year 16 +	3% of base pay

If the due date for an employee's longevity pay falls during the time he/she is on unpaid leave, the longevity pay shall be prorated based on actual time worked plus paid service hours. (Service hours are defined as days for which you used paid benefit time.)

2.22 Education/Certification Incentives

The Township gives an annual education incentive for full-time employees with a Bachelor's degree from an accredited university. An official transcript must be provided to the Human Resources Administrator. The amount is 3% of base pay, paid on the anniversary date of hire. Various departments have separate pay incentives for certifications. If the due date for an employee's longevity/education pay falls during the time he/she is on unpaid leave, the longevity

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 72**

/education pay shall be prorated based on actual time worked plus paid service hours (Service hours are defined as days for which you used paid benefit time.)

2.23 Benefits for Regular Part-Time Employees

A. Regular part-time employees receive prorated sick, vacation, and personal days based on their average work-week. They receive holiday pay if they were normally scheduled to work on the day the holiday falls. Part-time employees do not receive health or life insurance.

B. If an employee moves from part-time status to full-time status, his/her vacation, personal, and sick time accrual, if applicable, shall be figured at the part-time accrual rate for the months of part-time employment and full-time rate for the months of full-time employment.

SECTION 3.0 EMPLOYMENT

3.1 Employment Status

A. Regular Employees. Regular status employees are hired to fill job positions that are classified in accordance with assigned job duties and authorized by the Township Board. Funds for regular positions are budgeted specifically to support the positions. Either full-time or part-time staff may be assigned such employee status. Full-time staff are regularly scheduled to work a thirty-seven and one-half (37-1/2) hour work week or more excepting full-time utility workers, whose normal work week shall consist of forty (40) hours. Regular part-time staff must be scheduled to work an average at least twenty (20) hours/week but less than thirty-seven and one-half (37-1/2) hours per work week (40 hours/week Utility Dept).

B. Temporary Employees. The Supervisor, Clerk or Treasurer are authorized to hire temporary employees within the Board-approved budget. Temporary employees may be full-time or part-time, and are employed in a position not to exceed twelve (12) months. These employees are hired for the purpose of assisting regular staff members as a result of absences due to illness, vacation, or other leave of absence, or for augmenting the regular staff to meet requirements that may be occasioned by periodic work loads. Temporary employees will generally be paid at an hourly rate based on the starting salary for the position they hold; and any exceptions must be authorized in advance in writing by the Township Board. Temporary employees shall not receive any fringe benefits, such as but not limited to, health insurance, vacation, sick leave, pension and holiday pay.

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 73**

3.2 Hire Dates

A. The date on which an individual begins employment with Superior Township shall serve as his/her "initial hire date". Subsequent hire dates shall be assigned if employees change status from part time to full time or from temporary to regular. Beginning 4/1/05 if an employee changes status and is assigned a new hire date, this new date shall be used for calculating benefits such as vacation and sick time, education incentives and longevity pay, and for determining vesting schedule for retirement health care benefits and determining years of service for pension benefits.

B. Hire dates and benefit day accruals for all employees who convert from part-time to full-time after 4/1/05 shall be dealt with as follows: When an employee converts from permanent part-time status to permanent full-time status, all sick and vacation benefits he/she has accrued to the day of conversion shall be pro-rated and added to his/her benefit bank. He/she shall then be given a new full-time hire date which shall be used to calculate all future benefits. Employees who converted from part-time to full-time or temporary to permanent status before 4/1/05 shall continue to use their initial hire date for accruing all benefits except MERS pension and MERS Health Care Savings Plan which shall use the employee's full-time hire date.

3.3 Conversion from Permanent Part-Time to Permanent Full-Time Status

A. As described in the paragraph above, an employee who converts from part-time to full-time status after 4/1/05 shall be given a new full-time hire date. All part-time benefits shall be prorated and deposited in the employee's benefit bank, and all future benefits shall accrue based on the new full-time hire date.

B. The employee's John Hancock pension account (if applicable) shall be changed to inactive status after the last contribution is made to John Hancock, which shall cover up through the last day worked before converting to full-time status. Both the employee and employer portion of the employee's account shall remain in John Hancock. Upon termination of employment from the Township, or upon reaching the age of 55, the employee shall become eligible to withdraw his/her money from his/her John Hancock Pension account. At that time, John Hancock shall make a determination as to whether or not the employee is vested. If the employee was enrolled in a pension plan at least twenty (20) months (adding together his/her time in John Hancock and MERS), he/she shall be classified as vested and the employee shall take ownership of the employer portion of his/her account. If the employee has less than twenty (20) months participation between the Township's two plans, he/she shall be classified as unvested and the employer portion of his/her account shall be withdrawn and returned to the Township. The employee shall retain the right to change his/her investments in compliance with John Hancock guidelines, while on inactive status.

C. The employee shall be enrolled in the MERS pension plan effective his/her first day of work as a full time employee. This date shall be the employee's full-time hire date for MERS. The time worked as a part-time employee shall not be counted towards years of service with MERS.

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 74**

3.4 Conversion from Temporary to Permanent Status

A. A part-time or full-time temporary employee may be moved from temporary status to permanent status by approval of the Board of Trustees for positions of twenty hours/week or more.

B. Part-time employees shall be awarded (2) personal days (based on average work day) on the day he/she converts to permanent part-time status. Previous months of service shall be counted towards meeting the first year of employment requirement necessary to accrue vacation on a monthly basis, and for accruing a full sick day/month (based on average work day) rather than a half day as new hires do. However, he/she shall not receive benefit days retroactively. He/she shall become eligible to participate in the Manulife Pension Plan the 1st day he/she works after converting to permanent status.

C. Part-time employees shall be given a new hire date; the date he/she converts to permanent status.

D. Full-time employees shall be awarded (2) personal days on the day he/she converts to permanent status. Previous months of service shall be counted towards meeting the first year of employment requirement necessary to accrue vacation on a monthly basis, and for accruing a full sick day/month rather than a half day as new hires do. However, he/she shall not receive benefit days retroactively. His/her health and life insurance benefits shall commence the 1st day of the month following month of conversion to permanent part-time status.

E. The employee shall be given a new hire date; the date he/she converts to permanent status.

F. The employee shall enroll in the MERS pension plan effective the date he/she converts to permanent status.

3.5 Employment of Relatives

Hiring of regular full or part-time employees who are immediate family members of existing employees or Township Board members is discouraged. Immediate family members are defined as mother, father, sister, brother, wife, husband, children, stepchildren, grandparents, grandchildren, mother-in-law, father-in-law, sister-in-law and brother-in-law. Hiring of qualified temporary employees who are immediate family members of existing employees or Township Board members may be allowed. The above policy shall not pertain to part-time on-call firefighters, except that no spouse, part-time or full-time, shall be in a supervisory position over

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 75**

his or her spouse. The above policy shall take effect upon adoption of this manual and shall not be retroactively applied.

3.6 Outside Employment

A. While outside or supplemental employment is discouraged, employees of Superior Charter Township may engage in outside or supplemental employment as long as the outside or supplemental employment does not conflict with or impair an employee's responsibilities to the Township. Any employee desiring to participate in outside or supplemental employment must obtain permission of his/her Department Head in writing prior to engaging in outside or supplemental employment. In the case of outside or supplemental employment by a Department Head, the Department Head must receive written permission to engage in outside or supplemental employment in advance from the Township Supervisor. The following guidelines shall be applicable to all employees engaged in outside or supplemental employment. Employees engaged in outside or supplemental employment shall:

- 1) Not use Township facilities as a source of referral for private customers or clients.
- 2) Not engage in outside activities during the employee's regularly scheduled working hours.
- 3) Not use the name of the Township or any Township agency as a reference or credential in advertising or soliciting customers or clients.
- 4) Not use Township supplies, facilities, staff or equipment in conjunction with any outside or supplemental employment.
- 5) Maintain a clear separation of outside or supplemental employment from activities performed for the Township.
- 6) Not cause any incompatibility, conflict of interest, or any possible appearance of conflict of interest, or any impairment of the independent and impartial performance of the employee's duties.
- 7) The Township shall not be liable, either directly or indirectly, for any activities performed during outside or supplemental employment.

3.7 Work Performance Evaluations

A. New Employees shall be given a written 45 Day Evaluation. However, the Township shall have the right to require an evaluation prior to 45 days if deemed necessary by the employee's immediate supervisor or the Township Supervisor. Likewise, since Superior Township is an "at

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 76**

will" employer (excluding union contracts), the Township may at its discretion, terminate an employee at any time, for any reason, with no notice.

B. Subsequently, employees shall be given a written yearly evaluation. Employees shall be rated on punctuality, attendance, attitude, work pace, and various performance factors such as task prioritizing, initiative, problem solving, meeting deadlines, overall quality of work, etc. Certain positions may also require the passing of certification tests to receive a satisfactory evaluation. The evaluation shall be completed by the employee's immediate supervisor, and a copy given to the Township Supervisor. Performance goals shall be given to the employee for the forthcoming year based on the evaluation.

3.8 Dealing With Work Performance Problems Between Annual Evaluations

A. Superior Township may, at its discretion, terminate an employee at any time, for any or no reason, with or without notice.

B. However, the Township may elect to provide employees who exhibit unsatisfactory work performance with verbal or written warnings. For recurring or serious work performance problems, the Township may elect to give the employee a **Notice of Work Performance Problems**. The specific problem behaviors shall be clearly stated in the notice. A time line shall be set forth in the notice to review whether the problem behaviors have been corrected to the satisfaction of the immediate supervisor and/or the Township Supervisor. The notice shall be signed by the immediate supervisor, the employee, and the Township Supervisor. If the problems are not corrected to the satisfaction of the immediate supervisor and the Township Supervisor within the timeline specified, it is grounds for immediate dismissal. All employees covered by this handbook serve at the will of the employer and may be terminated at any time, with or without notice, and with or without cause. Nothing in this section is intended to alter or modify in any way the employee's at-will employment status.

3.9 Personal Leaves

A. A regular full-time employee after completing six (6) months of service may request an unpaid personal leave of absence for a period not to exceed sixty (60) calendar days within a twelve month period. An employee requesting a leave shall fill out a Personal Leave Request Form which requires the employee to state the reason for the leave and the expected duration of the leave. If the leave is approved by the employee's Department Head it shall be submitted to the Township Administrative Staff for approval. The Department Head shall submit an explanation of how the employee's work shall be covered in his/her absence and attach this to the employee's Leave Request Form.

B. If the leave is denied by the Administrative Staff, the employee shall have the right to appeal it to the Township Board of Trustees. The employee may request an executive session for this if he/she so chooses.

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 77**

C. If the leave is requested and approved for less than the maximum allowable (60 days) and the employee later desires to extend the leave up to any point not to exceed the maximum of 60 days; approval for the extension shall not be automatic but rather subject to approval by the Department Head and Township Supervisor. A letter from the employee (or his/her representative) requesting an extension of the leave shall be sent to the Department Head at least (1) week in advance, circumstances permitting. The Department Head or Township Supervisor shall respond to the written request for extension in writing stating approval or denial. All personal leaves of absence shall be without pay and fringe benefits, including, but not limited to, insurances, except as otherwise mandated by law. Employees may, however, continue insurance coverages at their own expense during a personal leave of absence, by paying the premiums and if permitted by the insurance carrier. An employee will not accumulate sick leave or vacation time, nor be paid for holidays which may fall during the leave period.

3.10 Family and Medical Leave Act (FMLA) Leaves of Absence

A. Superior Township currently does not have enough full-time employees (not including elected officials or appointees) to be required to comply with the 1993 Family and Medical Leave Act. However, employees may submit a request for a leave that offers the same protection as an FMLA leave (restoration of the employee's original job or an equivalent job with equivalent pay, benefits, and other terms and conditions of employment, **and** continuation of all group health benefits during the leave period) if the reasons for the requested leave complies with FMLA guidelines. Such leave will be defined as a FMLA Equivalent Leave and the Superior Township Board of Trustees will decide whether it will approve the requested leave, on a case-by-case basis depending on the needs of the Township at that time. If the employee is denied his/her request for a FMLA Equivalent Leave, he/she may apply for a personal leave as explained in Section 4.1 above. The FMLA Equivalent Leave will only be considered for approval if it meets the following guidelines:

B. The employee must be a regular, full-time employee who has completed twelve (12) months of employment and worked at least 1250 hours for the Employer in the past twelve (12) months may request an unpaid personal leave of absence for a period not to exceed twelve (12) weeks in any one calendar year for any of the other reasons outlined below.

A personal leave of absence may be granted in the following cases:

- 1) A serious health condition that makes the employee unable to perform the functions of his/her position;
- 2) In order to care for the employee's spouse, child or parent if the person being cared for has a serious health condition;

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 78**

3) Because of the placement of a son or daughter with the employee for adoption or foster care and in order to care for such son or daughter;

4) Because of the birth of a son or daughter of the employee and in order to care for such son or daughter.

C. An employee requesting a leave shall fill out a Family/Medical Leave Equivalent Form which requires the employee to state the reason for the leave and the expected duration of the leave. He/she shall submit the leave request to his/her Department Head.

D. If the leave is approved by the employee's Department Head, the Department Head shall submit an explanation of how the employee's work shall be covered in his/her absence and attach this to the employee's Leave Request Form. He/she shall then submit Leave Request to the Township Administrative Staff for approval.

E. If the leave is denied by the Administrative Staff, the employee shall have the right to appeal it to the Township Board of Trustees. The employee may request an executive session for this if he/she so chooses.

F. If the leave is requested and approved for less than the maximum allowable (twelve weeks) and the employee later desires to extend the leave up to any point not to exceed the maximum of twelve weeks, approval for the extension shall not be automatic but rather subject to approval by the Department Head and Township Supervisor. A letter from the employee (or his/her representative) requesting an extension of the leave shall be sent to the Department Head at least (1) week in advance, circumstances permitting. The Department Head or Township Supervisor shall respond to the written request for extension in writing stating approval or denial.

G. The Employer requires that employees exhaust all accrued sick leave prior to an unpaid leave of absence.

H. Certification for Medical Leaves

For leaves taken to care for a sick spouse, child, or parent or due to a serious health condition of the employee, the Employer may require certification issued by the health care provider of the eligible employee or of the child, spouse or parent of the employee, as appropriate. This certification shall be sufficient if it states:

- 1) The date on which the serious health condition commenced;
- 2) The probable duration of the condition;

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 79**

- 3) The appropriate medical facts within the knowledge of the health care provider regarding the condition;
- 4) When applicable, a statement that the eligible employee is needed to care for child, spouse or parent and an estimate of the amount of time that the employee is needed to provide such care;
- 5) When applicable, a statement that the employee is unable to perform the functions of the position of the employee;
- 6) In cases of certification of intermittent leave or leave on a reduced leave schedule for planned medical treatment the dates on which the treatment is expected to be given and the duration of the treatment;
- 7) In cases of intermittent leave or leave on a reduced schedule due to an employee's serious health condition, a statement of the medical necessity for the intermittent leave or leave on a reduced schedule and the expected duration of the intermittent leave from the leave schedule; and
- 8) When intermittent leave or leave on a reduced leave schedule is requested for the purpose of caring for a child, spouse, or parent, a statement that the employee's intermittent leave or leave on a reduced leave schedule is necessary for the care of the child, parent or spouse who has a serious health condition, or will assist in their recovery, and the expected duration and schedule of the intermittent leave or reduced leave schedule.

I. Notice

- 1) For leave taken due to the birth of a child or the placement of the child with the employee, and where the leave is foreseeable based on the expected birth or placement, the employee shall provide the Employer with not less than thirty (30) days notice before the date the leave is to begin, except that if the date of the birth or placement requires leave to begin in less than thirty (30) days, the employee shall provide such notice as soon as practicable.
- 2) When the employee's leave is due to care of a spouse, child or parent, or to the employee's serious health condition and the leave is foreseeable based on planned medical treatment, the employee:
 - a) Shall make a reasonable effort to schedule the treatment so as not to unduly disrupt the operations of the Employer, subject to the approval of the health care provider and;

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 80**

b) Shall provide the Employer with not less than thirty (30) days notice before the date leave is to begin, except that if the date of treatment requires leave to begin in less than thirty (30) days the employee shall provide such notice as is practicable.

J. Leave due to the birth of a child or placement of a child with the employee may not be taken intermittently or on a reduced leave schedule unless the Employer agrees to such an arrangement.

K. When a husband and wife are both entitled to leave and are employed by the Employer, the aggregate number of work weeks of leave to which both may be entitled may be limited to twelve (12) work weeks during any twelve (12) month period if the leave is taken due to the birth of a child, the placement of a child or to care for a sick parent.

L. The Employer may require employees to exhaust all accrued paid leave prior to an unpaid leave of absence.

M. Subject to notification and certification requirements described herein leave to care for a spouse, child or parent or due to a serious health condition of the employee may be taken intermittently or on a reduced leave schedule when medically necessary.

N. Continuation of Benefits

The Employer shall continue to pay health, dental, vision, and life insurance premiums for eligible employees employed for at least one (1) year and who have at least 1250 hours of service in the past year (twelve [12] months), for up to twelve (12) weeks while the employee is on approved leave of absence under conditions listed in Section 4.2 above. If the employee is opting out of health insurance at the time he/she is requesting the leave of absence, he/she shall not receive the opt-out payment during his/her leave. This twelve (12) week period shall include any time in which the employee was absent from work on a paid leave of absence, sick time, vacation time, or approved personal leaves of absence under this Section. The Employer shall have no obligation to pay health care premiums for the employee on unpaid personal leave for any time period after twelve (12) weeks from and after the employee's initial absence from work. In all other circumstances, the Employer shall not continue to pay health insurance premiums for the employee. Employees may continue insurance coverages at their own expense during an unpaid personal leave of absence after the periods noted above. An employee will not accumulate sick leave or vacation time, nor be paid for holidays which may fall during the leave period. If the due date for an employee's longevity/education pay falls during the time he/she is on unpaid leave, the longevity /education pay shall be prorated based on actual time worked plus paid service hours.

Section 3.11 Medical Leaves Beyond 12 Weeks

When a leave of absence is granted under Section 4.2 A. Sub-sections (1) (2) (3) or (4) for more than twelve (12) weeks, the Employer does not guarantee that the employee will be reinstated in

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 81**

their former *position* or to the same grade and step level when he/she is ready to return to work. That decision will be at the discretion of the Employer.

SECTION 4.0 WORK RULES

All Township employees are expected to adhere to the following rules of conduct. The list of rules is not intended to be an all-inclusive list of rules of conduct expected of employees. Further, the list may be added to, modified or supplemented by the Township Board or the Department Head.

4.1 The purpose of these rules is to set forth some rules of conduct **which will result in disciplinary action, including possible discharge.** Notwithstanding the above, all employees serve at the will of the Employer, and may be terminated with or without cause.

1) Tardiness.

2) Excessive or Unauthorized absenteeism.

3) Dress and Grooming. Township employees are expected to maintain a neat, well groomed, and when applicable professional appearance in accordance with their position and working conditions. The Township reserves the right to prohibit non-professional clothing or hairstyles, visible tattoos, visible body piercings (excluding ear piercings), etc.

4) Public Decorum. All Township employees must maintain a pleasant and helpful attitude in dealing with members of the public and co-workers, whether by telephone or in person.

5) Acceptance of Gifts. Employees shall not accept any gifts or gratuity from any individual or agency that may be construed as influencing a decision of a Township employee.

6) Personal Mail. Personal mail should not be addressed to the Township address. Employees shall not use Township postage or other property for personal business.

7) Visitors. Friends, relatives and children of employees are not allowed in the working areas without the approval of the Department Head.

8) Theft/Neglect. The theft, attempted theft, or neglect of property of the Township, its visitors or employees is prohibited.

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 82**

- 9) **Unauthorized Use.** Unauthorized use of Township property, equipment or facilities including telephones, duplicating equipment, Internet, computers and computer network, charge accounts, etc. is prohibited.
- 10) **Falsification.** Falsification or unauthorized altering of employment application, information records (including payroll or program records), or other Township records is prohibited and may be grounds for immediate dismissal.
- 11) **Insubordination.** Refusal to obey or willful failure to carry out the instructions of a Department Head, including the assigned duties of the job is prohibited and may be grounds for dismissal.
- 12) Violation of departmental rules on confidentiality is prohibited.
- 13) Inefficiency, incompetence, neglect of duty, carelessness or negligence in performing job duties is grounds for disciplinary action and/or dismissal.
- 14) Carelessness, neglect of duty or negligence that results in an injury to another employee, client or visitor is considered a serious offence and may be grounds for immediate dismissal.
- 15) Reporting to work or working in an intoxicated condition; consumption or possession of alcohol or illegal drugs or substance (such as marijuana) on Township premises or property while on or off duty is grounds for dismissal.
- 16) Unauthorized possession of firearms, dangerous weapons or personal protection devices is grounds for immediate dismissal and will be reported to the police.
- 17) Verbally abusing or physically attacking customers, clients, visitors or Township personnel, conduct disruptive to the work of other employees, or use of obscene language in public office areas is grounds for immediate dismissal.
- 18) Illegal activity on Township premises (misdemeanor or felony) during work or non-work hours will be grounds for immediate dismissal and reported to the police.
- 19) Instigating, aiding, or participating in any illegal strike or work stoppage is prohibited and shall be grounds for dismissal.
- 20) Instigating, aiding, or participating in any illegal strike or work stoppage shall be grounds for dismissal.

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 83**

21) Text messaging and cell phone use shall be prohibited during operation of vehicles while performing Township duties. Vehicles must be stopped in a safe location before use is authorized.

SECTION 5.0 COMPLAINTS

5.1 Complaint Procedure

An active employee having a complaint regarding the content or administering of the policies set forth in this personnel manual, or other job related concerns, shall present his/her complaint according to the following procedure:

Step 1. The complaint shall be set forth in writing and signed by the employee and presented to his/her Department Head within five (5) working days of the alleged incident. The Department Head will meet with the employee to discuss the complaint within five (5) working days of receipt of the complaint and shall respond to the complaint within five (5) working days after the meeting. The employee shall suffer no loss of pay for the time spent with the Department Head to discuss the complaint

Step 2. If the answer provided by the Department Head received in Step 1 is not satisfactory to the employee, the employee shall, within five (5) working days of receiving the response in Step 1, submit the complaint in writing to the Township Supervisor or proceed to Step 3 if the answer was from the Supervisor. The Supervisor may arrange for a meeting with the affected employee, Department Head and other necessary parties to discuss the complaint. The Supervisor shall submit an answer in writing within ten (10) working days after receipt of the complaint or the meeting, whichever is appropriate. The decision of the Supervisor shall not act as precedent.

Step 3. If the answer of the Supervisor received in Step 2 is not satisfactory to the employee, the employee within five (5) working days thereafter, shall submit to the Township Board a notice of appeal of the complaint. That notice of appeal must be filed with the Township Clerk within the five (5) work-day limit.

Step 4. The Township Board shall hear the complaint at one of its normally scheduled meetings as determined by the Township Supervisor. The employee may elect to have a closed session to discuss his/her complaint with the board. The Township Supervisor may, at his/her discretion, set up a special meeting of the Board to hear the controversy. In addition, the Supervisor may require transcripts of the hearing be taken by a certified court stenographer and placed on file. The employee may appear before the Board to present his/her complaint. The employee may present witnesses and evidence and be represented by an attorney or other

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 84**

person of his/her choosing. A majority vote of the members serving on the Township Board is required to render a decision. The decision of the Board shall be final and binding on all parties excepting, however, the Township Board has no authority to reverse the decision of the Treasurer or Clerk in disciplinary matters involving those elected officials' deputies.

5.2 The time limits stated in the complaint procedure may be extended by mutual written agreement of the parties.

5.3 The failure of a Department Head or Supervisor to communicate their decision to the employee within the specified time limits shall be considered a denial of the complaint and permit the employee to proceed to the next step in the Complaint Procedure. Any complaint not appealed by an employee from a decision in one of the steps to the next step within the prescribed time limit shall be considered dropped and not subject to further appeal unless the time limit is extended by mutual written agreement.

5.4 All dispositions of written complaints shall be made in writing and one copy sent to the Township Clerk.

5.5 For the purpose of the complaint procedure, a "day" shall mean a working day ending at 4:30 p.m. and shall not include Saturday, Sunday or holidays and shall not include the day on which the complaint is presented or appealed by the employee, or is returned by the Township.

SECTION 6.0 SEXUAL HARRASSMENT

6.1 Sexual Harassment Policy

It shall be the policy of the Employer that employees have the right to expect a working environment free of unwelcome sexual advances, requests for sexual favors, communication of a sexual nature, and other unwanted verbal or physical conduct of a sexual nature.

This policy shall be followed at all times including, but not limited to situations where:

- 1)** Submission to such conduct or such communication is made an expressed or implied condition of obtaining employment.
- 2)** Submission to or rejection of such conduct is used as a basis of or factor in decisions affecting the employment of any personnel.
- 3)** Such conduct or communication has the purpose or effect of interfering with an employee's duty, assignment or work performance, or creating an intimidating, hostile or offensive environment.

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 85**

6.2 This Policy is for internal use only, and is not intended to enlarge the Employer's liability in any way. Noncompliance with this policy constitutes a violation of employment duty only, except cases in which noncompliance is also a violation of laws of the State of Michigan and Federal laws. Violation of this policy shall form a basis for disciplinary action.

6.3 All employees shall conduct themselves in a manner conducive to a work environment free of coercion, intimidation, harassment, retaliation, or discrimination and conduct themselves in a manner which will assure compliance with the State and Federal laws to promote a work environment of respect.

6.4 All supervisory personnel shall be responsible for immediately reporting any occurrences which they may witness or of which they become knowledgeable.

6.5 It is this Employer's position to take action to prevent such unwanted conduct from occurring and to deal with all such instances in a fair, impartial, and speedy manner. All complaints or instances will be investigated on a case by case basis.

- 1) An employee who believes he/she has been subjected to sexual harassment or unwanted conduct shall report the incident within ten (10) days after the alleged occurrence, to either his/her immediate supervisor, or to the Township Supervisor or his/her designee.
- 2) A meeting shall be held between the person making the complaint and the Township Supervisor or his/her designee, as soon as possible, but no later than ten (10) days following the report of the alleged occurrence(s). Following this meeting, the employee(s) against whom the complaint had been made shall be given a full opportunity to respond to the allegations. The investigation conducted shall also include interviews, where appropriate, with other witnesses to the alleged occurrence(s) of sexual harassment or unwanted conduct.
- 3) Following completion of the investigation, if it is determined that a sexual harassment or unwanted conduct did in fact take place, immediate action, including discipline if necessary, will be taken to remedy the situation and prevent its reoccurrence. All members who violate this policy will be subjected to disciplinary action up to and including dismissal. For retaliatory action or conduct of any kind taken by any employee against an employee as a result of that employee having sought redress under this policy is strictly prohibited and shall be regarded as a separate and distinct violation of the Employer's Policies and Procedures. One who undertakes this type of action shall be subject to discharge.

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 86**

SECTION 7.0 DRUG-FREE WORK PLACE POLICY

7.1 Illegal drugs in the work place impair safety and health, promote crime, lower productivity and work quality, and undermine public confidence. Superior Charter Township will not tolerate the illegal use of drugs. As a Superior Charter Township employee, you are required to abide by the following policies and guidelines regarding use of illegal drugs in the work place. This policy is congruent with the Federal Drug-Free Work Place Act of 1988.

7.1 All Superior Charter Township premises, including work sites and all Superior Townships vehicles are declared to be drug-free workplaces. As such:

- A. All employees are absolutely prohibited from unlawfully manufacturing, distributing, dispensing, possessing, using, or being under the influence of controlled substances in the work place.
- B. Employees found to be in violation of this policy will be subject to appropriate personnel/disciplinary action, up to and including dismissal for the first offense, and/or other remedial measures as the individual circumstances warrant as indicated in Sections 4.15 and 4.18 of the Work Rules.
- C. Employees have the right to know the dangers of drug abuse in the work place, Superior Charter Township's policy regarding drug use, and what help is available to combat drug problems. Superior Charter Township will provide a drug awareness program for all employees on the dangers of drug abuse in the work place. To assist employees in overcoming drug abuse problems, Superior Charter Township may offer an Employee Assistance Program. See the Human Resources Administrator for information regarding this.
- D. Any employee charged with violating any criminal drug statute in the work place must inform Superior Charter Township of the arrest, arraignment and outcome of the charges, including dismissed charges, convictions, or pleas of guilty and nolo contendere within five days of any such action. Failure to so inform Superior Township subjects the employee to disciplinary action, up to and including dismissal for the first offense.
- E. Superior Charter Township reserves the right to offer employees convicted of violating a criminal drug statute in the workplace participation in an approved rehabilitation or drug abuse assistance program as an alternative to discipline. If such program is offered and accepted by the employee, then the employee must satisfactorily participate in and complete the program as a condition of continued employment.
- F. Superior Charter Township supports the purpose and goals of the Drug-Free Work Place Act and by this policy announces its intention to comply with the Act and make continuing "good faith" efforts to provide a drug-free work place. All employees are expected to cooperate and give this policy their full support.

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 87**

APPENDIX A:

The township currently offers full-time employees Blue Cross/Blue Shield Preferred Provider Organization Health Savings Account (PPO HSA) \$3,000/\$6,000 High Deductible Health Insurance Plan. See the Human Resources Administrator for a Summary of Benefits booklet.

COSTS

Employees have the following amount deducted from their paycheck each pay period for their share of the premium cost of this BCBS plan. This helps the Township offset costs of administering this plan and for the hardship/catastrophic advances the Township is offering.

Single:	\$ 6.92 / Pay Period	[\$15.00/MONTH]
Couple:	\$ 9.23 / Pay Period	[\$20.00/MONTH]
Family:	\$11.53 / Pay Period	[\$25.00/MONTH]

This is an after-tax deduction.

Township Policies which govern the Blue Cross/Blue Shield Preferred Provider Organization Health Savings Account (PPO HSA) \$3,000/\$6,000 High Deductible Health Insurance Plan for Period April 1, 2013 -- March 31, 2014:

On April 1, 2013 the Township changed the health insurance coverage for eligible employees from Priority Health, a Health Maintenance Organization (HMO), to a Blue Cross/ Blue Shield Preferred Provider Organization Health Savings Account High Deductible Health Insurance Plan (PPO HSA). The new PPO HSA has a higher deductible than the previous plan, but the Township has agreed to pay each employee an amount that would cover their potential deductible expenses. The savings on premiums for the Township are low enough that even with funding employees' deductible, the plan is less costly than a renewal of the previous Priority Health HMO, which is why the change was made. By staying healthy, and efficiently spending their HSA money, employees have the ability to retain unused money in their HSA accounts, thus this kind of plan has the potential to save both the Township and employees money. Even with high utilization, an employee will spend less per year than with an HMO since the deductible is funded by the Township. HSA accounts are highly regulated by the IRS and therefore employees are encouraged to consult with their tax preparer to be certain they are

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 88**

correctly utilizing their HSA accounts and to review the guidelines of HSA accounts in IRS Publication #669.

2) DEPOSIT SCHEDULE

The Township shall deposit the following amounts on the following dates into employees' HSA Accounts:

April 1, 2013:	\$750 for Single Coverage	\$1,500 for Couple/Family Coverage
July 1, 2013:	\$750 for Single Coverage	\$1,500 for Couple/Family Coverage
October 1, 2013:	\$750 for Single Coverage	\$1,500 for Couple/Family Coverage
January 1, 2014:	\$750 for Single Coverage	\$1,500 for Couple/Family Coverage

Once this money is deposited in employee's accounts, it belongs to the employee. The Township will not ask for any repayment if an employee leaves employment for any reason regardless of whether the funds have already been used for medical expenses or are still in the employee's HSA account.

3) TAX FILING REQUIREMENTS

Employees will be required to file a tax form with the IRS for 2013 and 2014 because they are receiving HSA deposits from the Township. The tax form is called 8889 and the guidelines are outlined in Publication #669. Employees need to save all their medical receipts for filing tax form 8889. Any employees having questions about the tax implications of participating in the HSA plan should consult their tax preparer/accountant.

4) DEBIT CARD USE AND GUIDELINES

a) Employees will be issued a debit card to dispense the money deposited in their HSA accounts for qualified medical expenses. The money in the HSA account can be used for both medical expenses that apply to the Blue Cross/Blue Shield deductible, OR qualify for IRS approved HSA expenditures without paying taxes on the money. The employee will know if the expenses are IRS approved because the HSA debit card will be programmed such that ineligible expenses will not go through. But to determine whether an expense meets the Blue Cross Deductible guidelines, employees must consult the BCBS Summary of Benefits. An expense may go through on the HSA debit card (because it is IRS compliant) but not be eligible for the BCBS deductible. Please consult the HR Administrator if you have questions.

b) If employees use their HSA money for medical expenses that meet IRS guidelines, but not Blue Cross/Blue Shield deductible guidelines, such as dental or vision related expenses or medical expenses exempted by Blue Cross/Blue Shield such as acupuncture, the employees may end up having to pay some of their Blue Cross Blue/ Shield deductible out of pocket. The Township has pledged to deposit a maximum of \$3,000/Year for single employees, and \$6,000/ Year for employees

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 89**

with spouses and or children. This will cover the Blue Cross/Blue Shield Deductible in total. If employees use part of this money for IRS qualified expenses that do not meet BCBS requirements, they will have to make up the difference out-of-pocket.

e) Employees can also withdraw money from their HSA accounts at any time and use it for purposes that do NOT qualify towards the Blue Cross Blue Shield deductible OR meet IRS guidelines for approved medical expenses. If an employee chooses to do this, he/she will be responsible for paying taxes and a 10% IRS penalty on the money used for non-qualified expenditures. The Township therefore highly recommends that employees DO NOT withdraw money out of their HSA accounts for purposes other than paying expenses towards the deductible for their BCBS Health insurance plan during the plan year. The Township will not loan employees money or give cash advances on paychecks to cover medical expenses in situations where an employee has withdrawn money from his/her HSA account designated for the current plan year, and used it for expenditures other than to meet the deductible on his/her BCBS Health Insurance plan.

5) ADVANCES

If during the plan year, an employee incurs medical expenses that are eligible for his/her BCBS deductible, that are more than the amount in his/her HSA account at that point in time, the Township will advance up to the full \$3,000/\$6,000 that the employee is eligible for the plan year and deposit this advance into the employee's HSA account. The employee will not be required to repay this advance even if he/she leaves employment with the township before the plan year ends.

6) PROCEDURES FOR ADVANCES

Any employee needing an advance to pay medical bills will fill out a Request for Additional HSA Deposit Form requesting an advance (See Attached). This form is turned in to the Township Supervisor. Advances are automatically approved contingent upon authentic medical bills eligible under the Blue Cross Blue Shield deductible being presented to the third party administrator. The employee then submits the signed request letter, along with the medical bills, to the third party administrator of this plan [Marwil Associates], along with a HIPPA medical release form. Employees can strike out personal information such as medication names, tests, etc. The third party administrator will examine the medical bills and ascertain their validity. To protect the privacy of the employee regarding his/her medical conditions/treatments, the employee will not be required to discuss or show these medical bills to his/her supervisor or any other Superior Township official. Upon receiving approval from the third party administrator, the Superior Township HR Administrator will deposit the approved funds. The money usually can be made available within five working days. If an employee needs to provide proof to a

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 90**

medical provider that additional funds will be deposited to cover the upcoming expense, the Township will provide a letter affirming this.

7) TAX IMPLICATIONS FOR ADVANCES

If an employee leaves employment for any reason during the plan year and does not stay enrolled in a qualified High Deductible Health Insurance Plan (i.e. through Cobra, through a high deductible plan of their spouse, or through a privately purchased plan), the employee may owe the IRS taxes on any money that the Township deposited as an **advance on future quarters**. This tax liability may apply even if the advance money was spent on bonafide medical expenses; it has to do with eligible months in the plan and deposits given, not what was spent. Please consult a tax accountant if you would like more information on this or read IRS Bulletin #969 entitled Health Savings Accounts and Other Tax-Favored Health Plans.

8) COBRA

If an employee leaves employment with the Township for any reason during this plan year, he/she may elect to continue this plan under Cobra. The premiums the employee will be charged are:

Single:	\$355.71 / Month
Couple:	\$853.71 / Month
Family:	\$1,067.15 / Month

After separation from service, the employee will no longer receive quarterly deposits into his/her HSA account and will become responsible for paying any deductibles under this plan.

IRS guidelines say that HSA money cannot be used to pay premiums. So a departing employee may not use any money remaining in his/her HSA account to pay Cobra premiums to the township or to pay for health insurance premiums from any private insurance company. The employee can begin using his/her MERS Health Care Savings Plan money to pay Cobra premiums. Or the employee can cash out his/her HSA account and pay income taxes on the money (approximately 25% and a 10% IRS penalty) and then use the remaining money to pay Cobra premiums.

9) UNUSED FUNDS

As this plan year comes to a close, (i.e. March 2014), the Township will decide what health insurance plan it will be providing for employees for the subsequent year. It could continue with this plan, it could be a similar but not identical HSA plan, or the Township could decide to return to an HMO plan. Any money left in employees' HSA accounts at the end of the plan year will belong to the employees. The employees may leave the money in their HSA account to be used for future co-pays or deductibles (in whatever plan the Township uses in the future including an HMO), or vision and dental expenses without paying any taxes on the money. He/she may not

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 91**

use it to pay premiums to the Township or any other health insurance premiums. Employees can also cash out the account, or part of it, and pay taxes plus a 10% penalty on it and use the money for what for whatever he/she chooses.

DENTAL, VISION, AND LIFE INSURANCE

The dental insurance provided to employees is Delta Dental. See the Human Resources Administrator for a summary of benefits. There is currently no cost to employees for this dental insurance.

The vision insurance currently provided to employees is Vision Service Plan. See the Human Resources Administrator for a summary of benefits. There is currently no charge to employees for this vision insurance.

The life insurance provided to employees is through Consumers Life Insurance Company. It covers AD&D and Basic Life. The coverage for the basic life is \$50,000. There is currently no charge to employees for the life insurance.

L. ANN ARBOR AND YPSILANTI CHAMBER DUES FOR 2013-2014

M. BUDGET AMENDMENTS

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MAY 20, 2013
PROPOSED MINUTES
PAGE 92**

11. PAYMENT OF BILLS

There were no bills submitted for payment.

12. PLEAS AND PETITION

There were none.

i
13. ADJOURNMENT

It was moved by Caviston, seconded by Williams, that the meeting be adjourned. The motion carried by a voice vote and the meeting adjourned at 9:04 p.m.

Respectfully submitted,

David Phillips, Clerk

William McFarlane, Supervisor

**SUPERIOR TOWNSHIP BUILDING DEPARTMENT
MONTH-END REPORT
MAY 2013**

Category	Estimated Cost	Permit Fee	Number of Permits
	\$0.00	\$100.00	1
*Com-Other Non-Building	\$0.00	\$1,296.00	2
*Res-Additions (Inc. Garages)	\$0.00	\$472.00	3
*Res-New Building	\$0.00	\$2,695.00	2
*Res-Other Building	\$0.00	\$180.00	3
*Res-Renovations	\$0.00	\$957.00	8
BUSINESS/COMMERCIAL	\$0.00	\$100.00	1
ELECTRIC PERMITS	\$0.00	\$863.00	7
HOSPITAL	\$0.00	\$1,145.00	3
MECHANICAL PERMIT	\$0.00	\$975.00	9
PLUMBING PERMITS	\$0.00	\$630.00	6
REMODEL/REPAIRS	\$0.00	\$481.00	4
SINGLE FAMILY DWELLINGS	\$0.00	\$90.00	1
Totals	\$0.00	\$9,984.00	50

SUPERIOR TOWNSHIP BUILDING DEPARTMENT
YEAR-TO-DATE REPORT

Category	Estimated Cost	Permit Fee	Number of Permits
	\$0.00	\$100.00	1
*Com-Other Non-Building	\$60,000.00	\$2,136.00	4
*Com-Renovations	\$244,428.00	\$1,200.00	2
*Res-Additions (Inc. Garages)	\$60,540.00	\$1,248.00	8
*Res-New Building	\$2,498,425.00	\$16,550.00	8
*Res-Other Building	\$0.00	\$180.00	3
*Res-Renovations	\$350,610.00	\$3,930.00	29
ADDITIONS	\$0.00	\$1,150.00	1
BUSINESS/COMMERCIAL	\$0.00	\$2,710.00	3
DEMOLITIONS	\$0.00	\$100.00	1
ELECTRIC PERMITS	\$0.00	\$4,437.00	40
HOSPITAL	\$0.00	\$6,717.00	4
MECHANICAL PERMIT	\$0.00	\$5,845.00	52
MOBILE HOMES	\$0.00	\$290.00	4
PLUMBING PERMITS	\$0.00	\$1,990.00	21
PRIVATE ROAD	\$0.00	\$0.00	1
REMODEL/REPAIRS	\$0.00	\$1,914.00	17
SINGLE FAMILY DWELLINGS	\$0.00	\$90.00	1
Totals	\$3,214,003.00	\$50,587.00	200

May 2013 Fire Department Responses

Structure Fires: 2

Vehicle Fires: 1

Brush Fires: 3

Trash Fires: 1

Medical Emergencies: 59

Personal Injury Accidents: 6

Plymouth @ Dixboro

Geddes @ Hickman

4383 Napier

5315 Elliott Dr.

M14 @ Vorhies

Joy Rd. @ Ann Arbor Rd.

Property Damage Accidents: 7

Residential Fire Alarm: 4

5-13-2013 3024 Andora

5-15-2013 6116 Riverwood Dr.

5-17-2013 5057 Red Fox Run

5-26-2013 1699 Savannah Ln.

No Charges

Commercial Fire Alarm: 1

8380 Geddes

No Charge

St. Joseph Mercy Hospital Alarms: 3

5-13-2013 5301 Mcauley Dr.

5-29-2013 5333 Mcauley Dr.

5-30-2013 5301 Mcauley Dr.

Utility Emergency: 3

Public Service Request:

Good Intent: 3

Carbon Monoxide Alarms: 1

Mutual Aid: 7

All Other Incidents: 1

Total Alarms: 100

Burn Permits: 46

2013

TO: BILL MCFARLANE SUPERVISOR

FROM: SHAUN BACH - CAPTAIN

SUBJECT: HOSPITAL ALARMS

DATE: 6-3-2013

**SUPERIOR TOWNSHIP FIRE DEPARTMENT FALSE ALARM RESPONSES TO
SAINT JOSEPH HOSPITAL**

TOTAL FALSE ALARMS:

1ST. ALARM: NO CHARGE

2ND ALARM \$50.00

3RD ALARM \$200.00

TOTAL: \$250.00

ALARM LOCATIONS:

5-13-2013 5301 Mcauley Dr.

5-29-2013 5333 Mcauley Dr.

5-30-2013 5301 Mcauley Dr.

Superior Township Fire Department Mutual Aid Responses

Date	Type	Department	Location	Shift	Info
5/3/2013	MA Given	Ann Arbor Twp.	Plymouth Rd. @ Dixboro	1	Requested By AATFD MVA
5/8/2013	AMA Received	Ann Arbor Twp.	Geddes @ Hickman	1	Reported Structure Fire
5/21/2013	AMA Given	Ypsilanti Township	890 Dons Dr.	2	Smoke from camp fire
2/21/2013	MA Given	Salem Twp.	8866 Joy Rd.	1	Grass Fire
5/27/2013	MA Given BOX	Ann Arbor City	498 Village Oaks Ct.	1	Structure Fire
5/30/2013	AMA Given	Ypsilanti Township	1261 Lexington Pkwy	1	Structure Fire
5/30/2013	AMA Received	Ann Arbor Twp.	M-14 @ Vorhies	1	Rollover
5/30/2013	MA Given	Salem Twp.	8262 North Territorial	1	Structure Fire
5/31/2013	MA Given	Salem Twp.	8262 North Territorial	2	Structure Fire

Charter Township of Superior

Fire Department

7999 Ford Road. Ypsilanti, Michigan 48198

To: William McFarlane, Supervisor

Date: June 5, 2013

Ref: Fire Marshal Report for May 2013

5/1/2013

Did fire marshal report for April 2013

5/2/2013

Finished fire marshal report for April 2013

5/6/2013 to 5/16/13

Off for funeral leave

5/20/2013

Worked on fire investigation report

Sent environmental report to Mannik & Smith

Attended Fire Investigation School in Bay City

5/21/2013

Fire Investigation school in Bay City

5/22/2013

Fire Investigation school Bay City

5/23/2013

Fire Investigation school Bay City

5/24/2013

Fire Investigation school Bay City

5/27/2013

Holiday

5/28/2013

Worked on sprinkler plan review

Responded to MVA at St. Joe Hospital

5/29/2013

Inspection at Washtenaw Community College and South Pointe Schools

5/30/2013

Responded to MVA on M-14

Responded to Medical at Tennis club

Worked on fire Investigation report

Total Inspections to date: 20

Total Fire Investigations to date: 11

Structure Fire Investigations: 8

Grass Fire Investigations: 0

Vehicle Fire investigations: 2

Total Hours for May 2013. 74.5 hrs.

Total Hour to Date: 499.5 hrs.

Respectfully Submitted:



Wayne Dickinson, Fire Marshal

Superior Township Fire Department

Cc. Dave Phillips, Clerk

Superior Township Ordinance Report
May to June 2013

Landscape Debris-Blight

Ordinance 165

9296 Panama notice sent,	accumulation of household objects in front of house including washer and furniture. 1 st removed
9304 Panama	accumulated household items in drive and porch, 1 st notice sent, removed
8632 Pine ct.	junk at side of house, notice to owner, partially clear, pending
1617 Harvest	Rubble in yard, owner contacted, removed
Berkshire at Wiltshire	Pile of rocks at curb – notice sent to developer, removed
10948 Cherry Hill area,	junk and inoperable car on property. Resident notified, Resident responded, has slowly begun to clear junk car still in yard, 2 nd notice sent
2989 Mott rd cleared	piles of asphalt in yard, junk at curb, 1 st notice sent,
Golfview Sub	overgrown grass, notice sent to owner, no response, Township to cut at owner expense
8427 Berkshire	deteriorating roof – 30 day letter sent under Property Maintenance Ordinance
8435 Berkshire	deteriorating roof – 30 day letter sent under Property Maintenance Ordinance
9224 Panama	grass not cut after notice, cut by Township
9170 Panama	grass not cut after notice, cut by Township
8634 Heather Ct.	grass not cut after notice, cut by Township

8610 Deering	grass not cut after notice, cut by Township
1739 Devon	junk at side of house, removed by owner after 2 nd notice
1069 Stamford	grass not cut after notice, cut by Township
8861 Nottingham	grass not cut after notice, cut by Township
1732 Dover	grass not cut after notice, cut by Township
1746 Stephens	grass not cut after notice, cut by Township
8660 Pine	grass not cut after notice, cut by Township
1513 Harvest	grass not cut after notice, cut by Township
8487 Berkshire	grass not cut after notice, cut by Township
8647 Hemlock	grass not cut after notice, cut by Township

Noise Complaints

Animals

Vehicles

5600 Meadow	inoperable vehicle in drive, 1 st notice, no response to date, violation issued, no response, citation filed
1715 Sheffield	Car with flats in right of way, referred to WCSO
1510 Harvest	vehicle parked on lawn, notice sent, resident responded agreed to keep car off lawn, car moved, then back on lawn
1513 Harvest	vehicle parked on lawn, notice sent, owner responded agreed to remove vehicle, car moved
1069 Stamford	inoperable vehicle, 1 st contact, pending
1645 Harvest	inoperable vehicle in drive, notice sent, resident promised to move within two weeks
8640 Nottingham	car parked across walk with boat trailer, referred to WCSO

9886 High Meadow vehicle in drive with expired plates, 1st notice sent, removed

8964 Oxford vehicle in drive with flats, 1st contact, pending

8693 Heather Drive car in yard; 1st notice sent

8883 Nottingham car with flats 1st notice sent

1751 Devon vehicle with flats, violation issued, owner agreed to move
vehicle,

not moved, citation issued

Miles: 247

Time: 41

Submitted by John Hudson, Ordinance Officer

Cc: Supv, Clerk, Treas, Build. Insp., WCSD

SUPERIOR TOWNSHIP PARK COMMISSION
Regular Meeting
April 22, 2013

Adopted Minutes

- I. Call to Order
The meeting was called to order by Chair Jan Berry at 7:30 pm.
- II. Roll Call
Park Commissioners present: Jan Berry, Uva Wilbanks, Marion Morris, Terry Lee Lansing, Mirada Jenkins, Sandi Lopez, Martha Kern-Boprie

Park Commissioners absent: none

Others present: Alex Williams, Township Trustee; Keith Lockie, Parks Administrator; Patrick Pigott, Recreation Staff; John Copley, CHNP Steward; Tom Freeman, NAPP Chair
- III. Flag Salute
Chair Jan Berry led those assembled in the Pledge of Allegiance to the flag.
- IV. Agenda Approval
It was moved by Uva Wilbanks and supported by Mirada Jenkins to approve the Agenda. The motion carried.
- V. Prior Meeting Minutes Approval
 - A. March 25, 2013
Both Chair Jan Berry and Trustee Alex Williams commented that the text in item VII Board Liaison Report should be amended. The third sentence from the end should read "Township Board members agreed with Park Commission Chair Jan Berry's suggestion that the Park Commission also increase Keith's salary for the Park Department portion of his job" instead of the present text. It was moved by Uva Wilbanks and supported by Marion Morris to approve the minutes of 3/25/13 with this amendment.

During discussion on the motion, several commissioners noted that in New Business, Item C. Employee Change, the Park Commission voted to go into closed session, but the proposed minutes contain the discussion and action taken during the closed session. The minutes are a public document. Keith Lockie agreed to discuss this issue with Township Clerk David Phillips.

The motion to approve the minutes of 3/25/13 with the noted amendment carried.
- VI. Citizen Participation – none
- VII. Board Liaison Report
Trustee Alex Williams reported that the 4/15/13 Township Board meeting was long. The meeting focused on the Washtenaw County Road Commission presentation, and citizen response to that presentation. The Green Fair is scheduled for June 15. Rock Properties still seeks to build. The audit of 2012 financial statements was good and clean. The audit will be formally presented at the May 20 township board meeting. Permits for the Dixboro Fair on August 3 and the weekly Dixboro Farmers Markets on Fridays have been approved. At this point, the Township Board is holding off on the 2013 Road Program funding decision.

VIII. Parks Reports

A. Chair Report

Chair Jan Berry reported that the Easter Egg hunt on March 30 was a success. There were enough eggs to hold two "hunt sessions". Many children attended. Carla Bisaro of Citizens to Promote Superior Township declined to coordinate the Green Fair this year. This group preferred to support the flower planting day in Oakbrook and Norfolk parks again this year.

B. Administrator's Report

Keith Lockie submitted a written report. The Flower Planting day in Oakbrook and Norfolk Parks is scheduled for May 11. The Green Fair takes place June 15, which necessitated moving the Kite & Rocket event to June 22. KeyBank has decided to remove the ATM machine from the Clark & Prospect location. This will eliminate our monthly rent income of \$291.41. Treasurer Brenda McKinney is seeking another bank to lease the ATM location. Spring cleanup at all of the parks is complete. Body repair work on the Ford van was completed by Ray Franquist. Keith reminded Park Commissioners that the May meeting is scheduled for May 20 (3rd Monday) at 6:30 pm.

C. Board Meeting Attendees

Sandi Lopez attended the 4/15/13 township board meeting.

D. Park Steward

No report.

E. Safety Report

Patrick Pigott reported there have been no accidents or injuries.

It was moved by Uva Wilbanks and supported by Mirada Jenkins to receive the Parks Reports. The motion carried.

IX. Communications

A. Email from Carla Bisaro Regarding the May 11 Flower Planting Event

B. 2013 Recreation Events Flyer

C. Cherry Hill Nature Preserve (CHNP) Burn Permit

D. Letter from KeyBank regarding ATM

It was moved by Uva Wilbanks and supported by Terry Lee Lansing to receive the communications. The motion carried.

X. Old Business

A. Purchase of property adjoining Shroeter Park

Tom Freeman, chair of the Natural Areas Preservation Program (NAPP) committee addressed the Park Commission about the recent purchase by NAPP of 66 acres immediately south and east of Shroeter Park. Access to this property through Shroeter Park is anticipated. A plan is not in place yet for the recent acquisition. Tom said the NAPP committee will bring a proposal to the township park commission and township board. The NAPP committee wishes to collaborate with the township on this plan. Tom also provided park commissioners with maps of present NAPP preserves throughout the county. Chair Jan Berry commented that the Superior Township committee recommended naming this park after Ellen Weatherbee. Tom Freeman encouraged that recommendation to be made in a letter to NAPP. Chair Berry said she would write a letter to that effect.

B. CHNP Boardwalk

John Copley, CHNP Steward addressed the Park Commission about boardwalks in the CHNP. John recently conferred with Greg Secord about the boardwalks, and they have some new ideas. Greg is willing to supervise much of the boardwalk construction. Tom Freeman commented that

NAPP and the County Park & Recreation Department have a method of constructing boardwalks in wet areas that do not require sinking posts. Tom will send materials about this to Chair Jan Berry. He also suggested conferring with Peter Sandretto, who has helpful experience with boardwalk design and installation.

C. 2013 Events Calendar

Park Commissioners concurred on the following schedule of recreation events in 2013.

5/11/13 Planting in the Park – Oakbrook & Norfolk Parks

6/15/13 Green Fair – Firemans Park

6/22/13 Kite & Rocket Day – Firemans Park

7/30/13 Kickball – Oakbrook Park

8/03/13 Dixboro Fair – Dixboro Green

10/19/13 Pumpkin Carving/Arts & Crafts – Norfolk Park

Marion Morris offered to assist with the "Planting in the Park" event on 5/11/13. Commissioner volunteers for the Green Fair and Kite & Rocket Day will be identified at the 5/20/13 commission meeting.

XI. New Business – none

XII. Bills for Payment

It was moved by Uva Wilbanks and supported by Marion Morris to approve payment of the bills totaling \$5,571.59. The motion carried.

XIII. Financial Statements

A. 3/31/13

It was moved by Sandi Lopez and supported by Terry Lee Lansing to receive the 3/31/13 Financial Statements. The motion carried.

B. Post-Audit 12/31/12

Commissioners discussed the post-audit financial statements. No action required or taken.

XIV. Pleas and Petitions – none

XV. Adjournment

It was moved by Uva Wilbanks and supported by Mirada Jenkins to adjourn at 8:30 pm. The motion carried.

Submitted by,
Martha Kern-Boprie
Park Commissioner and Secretary



WASHTENAW COUNTY OFFICE OF THE SHERIFF



22011 Hogback Road • Ann Arbor, Michigan 48105-9732 • OFFICE (734) 971-8400 • FAX (734) 971-9248 • EMAIL: sheriff@co.washtenaw.mi.us

JERRY L. CLAYTON
SHERIFF

MARK A. PTASZEK
UNDERSHERIFF

SUPERIOR TOWNSHIP HIGHLIGHTED CALLS FOR SERVICE MAY, 2013

ASSAULT & BATTERY /DOMESTIC / FA

1900 blk of Evergreen Ln
Panama/Dawn Ave
Stamford/Stephens Dr
Stamford/MacArthur Blvd
1800 blk of Knollwood Bnd
1200 blk of Stamford Ct
10000 blk of Geddes Rd
8700 blk of MacArthur Blvd
1899 blk of Arbor Woods Blvd
9100 blk of MacArthur Blvd
5300 blk of Mcauley Dr
1600 blk of Harvest Ln
9200 blk of MacArthur Blvd
1500 blk of Harvest Ln
9300 blk of MacArthur Blvd

BURGLARY

9100 blk of MacArthur Blvd
1500 blk of Stamford Rd
1300 blk of Stamford Rd
1500 blk of Harvest Ln

LARCENY

1 blk of Lefurge Woods
1 blk of Lefurge Woods
1200 blk of Stamford Rd
8600 blk of MacArthur Blvd

UDAA

None

*OTHER NOTABLE CALLS FOR THE MONTH

MDOP 9

FAMILY TROUBLE 13

DISORDERLY 1

SUSPICIOUS INCIDENTS 74

TRAFFIC CRASH 16



Washtenaw County Sheriff's Activity Log

06/04/2013

Activity Log Area Summary Report

9:47 AM

Area: Superior Twp.

Date Range: 6/1/2013 - 6/31/2013

CSO/ACO/Support Staff Log

Total Administrative Duty: 3 for a total of 165 minutes
 Total Follow Up: 1 for a total of 16 minutes
 Total Proactive Patrol: 3 for a total of 95 minutes
 Total Service Request: 6 for a total of 270 minutes
 Total Other: 1 for a total of 15 minutes
 Total # of Activities: 14 for a total of 600 minutes

Deputy Log

Total Administrative Duty: 458 for a total of 8788 minutes
 Total Briefing: 192 for a total of 3630 minutes
 Total Court (Regular Time): 3 for a total of 290 minutes
 Total Court (Overline): 2 for a total of 270 minutes
 Total Community Relations: 57 for a total of 1140 minutes
 Total Court Off-Duty: 2 for a total of 270 minutes
 Total Deputy Join Shift: 28 for a total of 0 minutes
 Total Deputy Left Shift: 25 for a total of 0 minutes
 Total Follow Up: 110 for a total of 7900 minutes
 Total Out of Service: 46 for a total of 0 minutes
 Total Property Check: 470 for a total of 8910 minutes
 Total Proactive Patrol: 523 for a total of 9848 minutes
 Total Special Detail: 4 for a total of 255 minutes
 Total Selective Enforcement: 298 for a total of 5738 minutes
 Total Self-Initiated Activity: 16 for a total of 635 minutes
 Total Service Request: 373 for a total of 16501 minutes
 Total Service Request Assst: 48 for a total of 1280 minutes
 Total Training: 4 for a total of 370 minutes
 Total Traffic Stop: 223 for a total of 3335 minutes
 Total # of Activities: 2889 for a total of 89032 minutes

Detective Log

Total Administrative Duty: 2 for a total of 60 minutes
 Total Briefing: 1 for a total of 60 minutes
 Total Community Relations: 3 for a total of 60 minutes
 Total Follow Up: 27 for a total of 5205 minutes
 Total Property Check: 2 for a total of 30 minutes
 Total Proactive Patrol: 6 for a total of 60 minutes
 Total Selective Enforcement: 5 for a total of 40 minutes
 Total Service Request: 2 for a total of 130 minutes

Detective Log	Total Traffic Stop:	4 for a total of	45 minutes
	Total # of Activities:	52 for a total of	5600 minutes
General Fund Patrol	Total Administrative Duty:	1 for a total of	15 minutes
	Total Proactive Patrol:	2 for a total of	55 minutes
	Total Service Request:	1 for a total of	80 minutes
	Total # of Activities:	4 for a total of	150 minutes
Secondary Road Patrol Log	Total Follow Up:	4 for a total of	100 minutes
	Total Proactive Patrol:	18 for a total of	245 minutes
	Total Special Detail:	1 for a total of	240 minutes
	Total Service Request:	2 for a total of	80 minutes
	Total Traffic Stop:	1 for a total of	15 minutes
	Total # of Activities:	26 for a total of	680 minutes
Superior/Ypsil Collaboration	Total Briefing:	1 for a total of	30 minutes
	Total Community Relations:	1 for a total of	25 minutes
	Total Follow Up:	6 for a total of	180 minutes
	Total Selective Enforcement:	6 for a total of	105 minutes
	Total Service Request:	2 for a total of	50 minutes
	Total Traffic Stop:	2 for a total of	40 minutes
	Total # of Activities:	17 for a total of	430 minutes
Supervisor Log	Total Administrative Duty:	170 for a total of	8300 minutes
	Total Briefing:	6 for a total of	140 minutes
	Total Community Relations:	2 for a total of	35 minutes
	Total Follow Up:	2 for a total of	55 minutes
	Total Proactive Patrol:	11 for a total of	235 minutes
	Total Special Detail:	1 for a total of	30 minutes
	Total Selective Enforcement:	2 for a total of	85 minutes
	Total Self-Initiated Activity:	2 for a total of	85 minutes
	Total Service Request:	6 for a total of	265 minutes
	Total Service Request Assst:	12 for a total of	485 minutes
	Total Traffic Stop:	2 for a total of	30 minutes
	Total Other:	4 for a total of	200 minutes
	Total # of Activities:	219 for a total of	10005 minutes
	Total Superior Twp.:	3221 for a total of	80537 minutes (1442 hours 17 minutes)

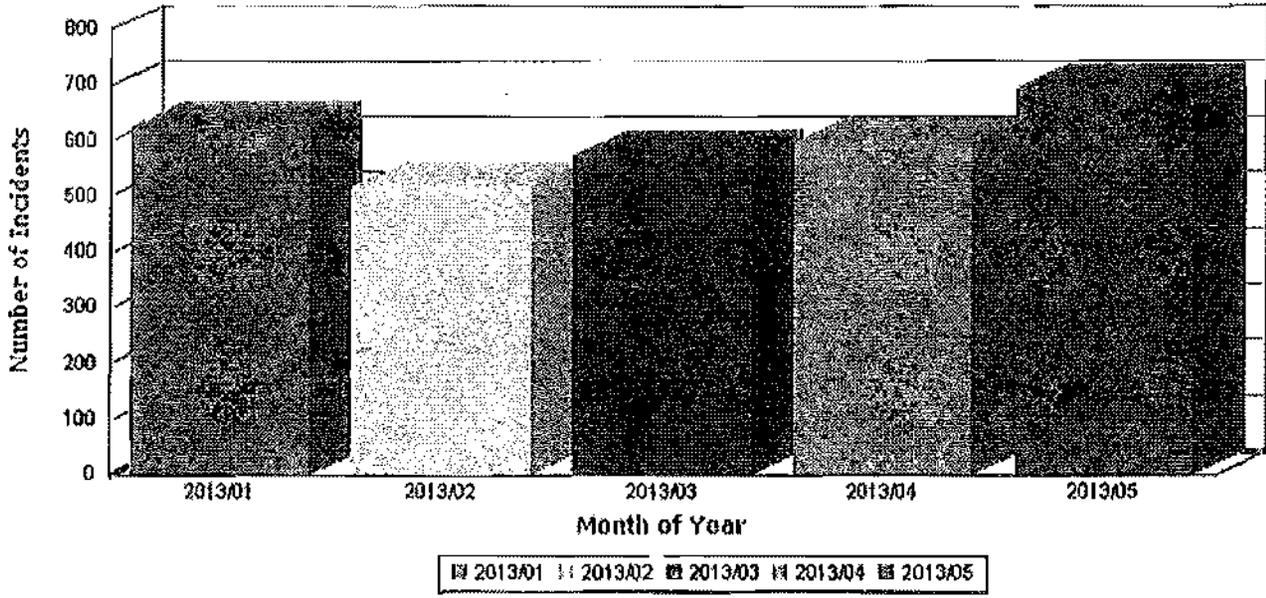
Number of Incidents by Month

Report Description

Timeframe : From 2013-01-01 00:00:00 To 2013-05-31 23:59:00

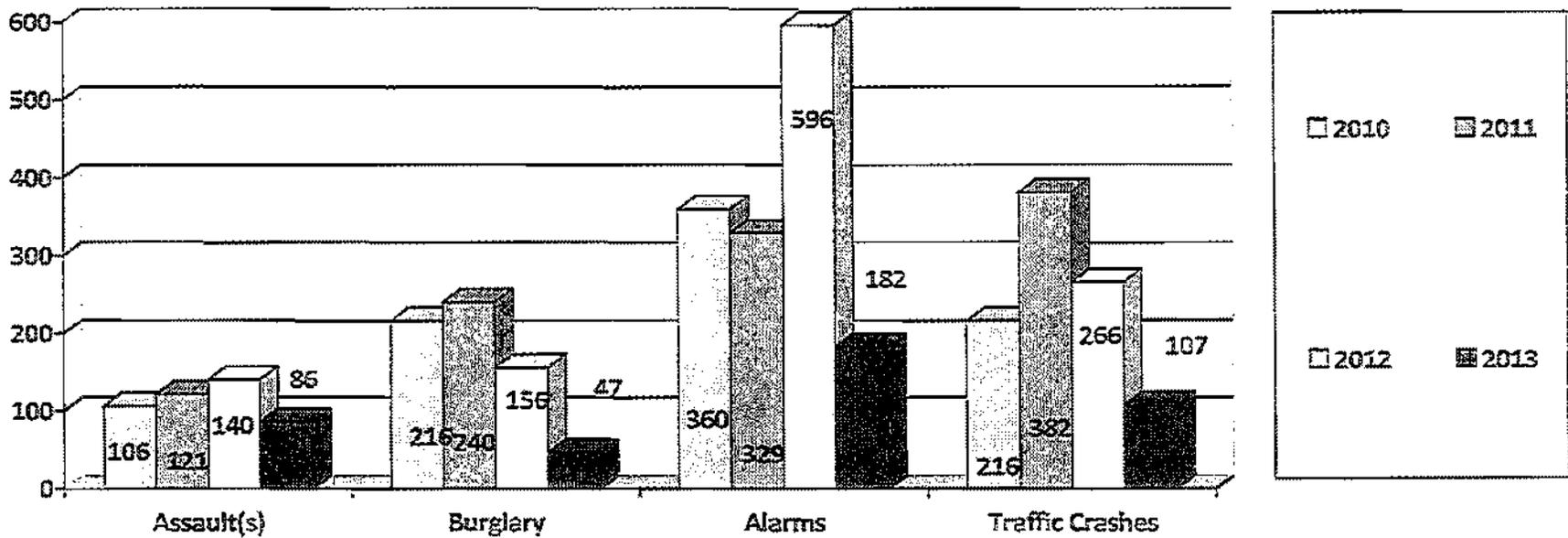
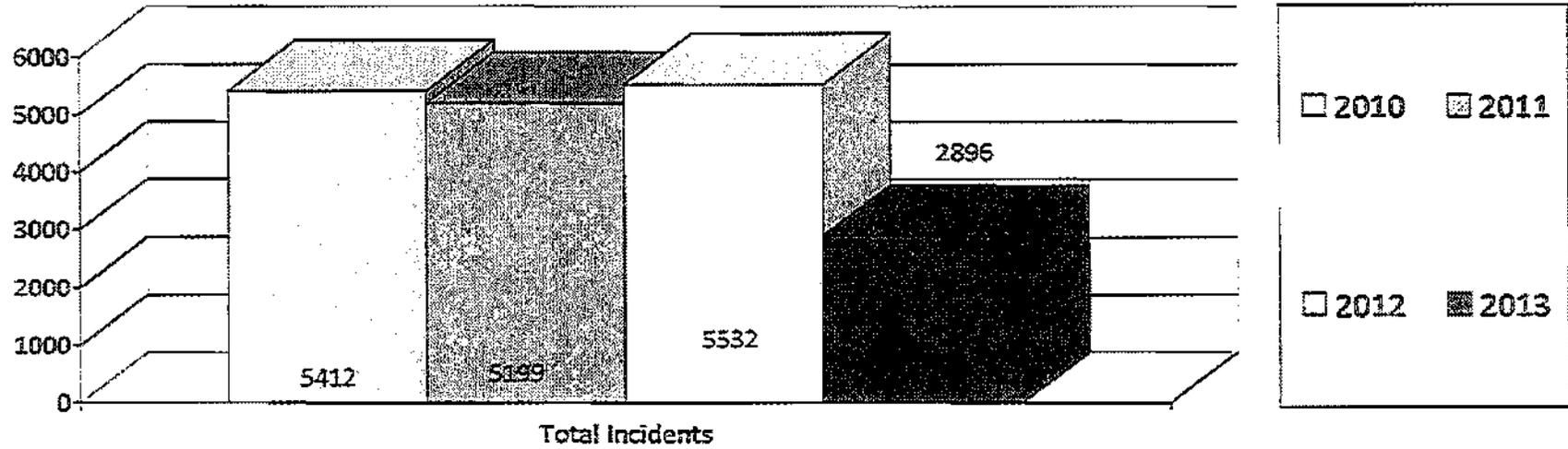
Location : MunicipalArea | SUPERIOR TOWNSHIP

User Comments : SUPERIOR

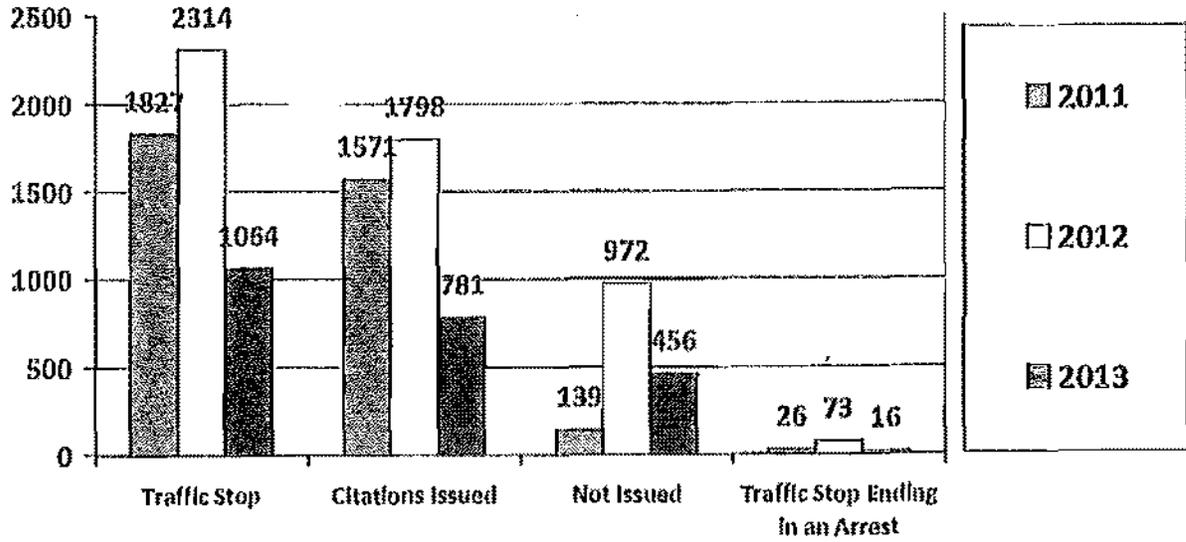


Month	Count
January, 2013	626
February, 2013	519
March, 2013	575
April, 2013	590
May, 2013	692
Total	3,010

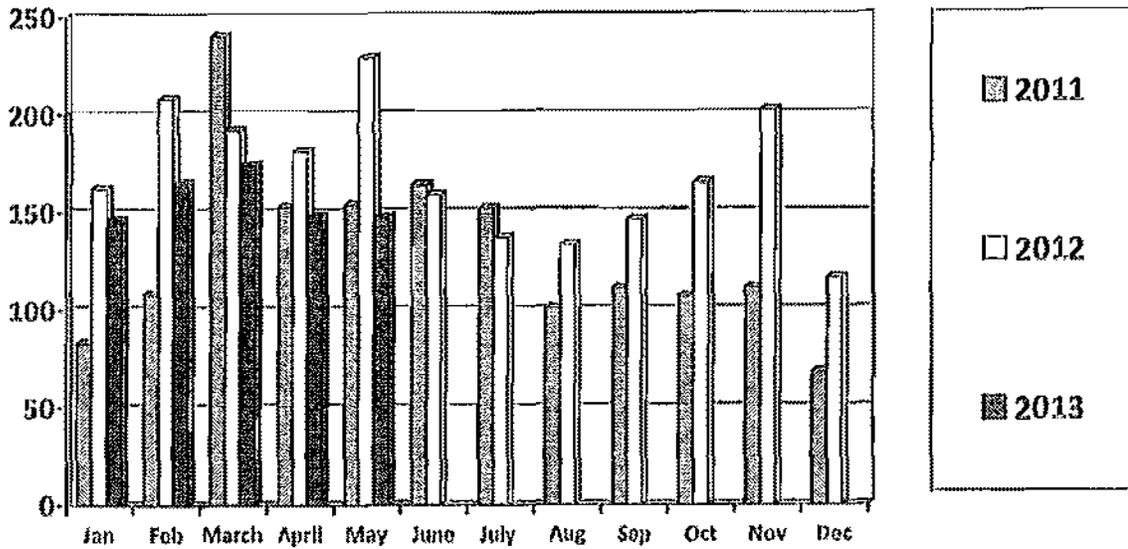
Superior Township Four Year Activity Report



Superior Twp



Citations by Month





Washtenaw County Sheriff's Activity Log

06/04/2013

Activity Log Area Summary Report

9:48 AM

Area: MacArthur Blvd Contract

Date Range: 5/1/2013 - 5/31/2013

Deputy Log

Total Administrative Duty: 13 for a total of 370 minutes
 Total Community Relations: 2 for a total of 50 minutes
 Total Deputy Join Shift: 1 for a total of 0 minutes
 Total Deputy Left Shift: 2 for a total of 0 minutes
 Total Follow Up: 10 for a total of 710 minutes
 Total Out of Service: 2 for a total of 0 minutes
 Total Property Check: 154 for a total of 3030 minutes
 Total Proactive Patrol: 68 for a total of 1754 minutes
 Total Selective Enforcement: 90 for a total of 2035 minutes
 Total Self-Initiated Activity: 8 for a total of 320 minutes
 Total Service Request: 106 for a total of 3855 minutes
 Total Service Request Assist: 38 for a total of 974 minutes
 Total Traffic Stop: 53 for a total of 735 minutes
 Total Other: 1 for a total of 25 minutes
Total # of Activities: 648 for a total of 13850 minutes

Superior/Ypsil Collaboration

Total Property Check: 1 for a total of 20 minutes
Total # of Activities: 1 for a total of 20 minutes

Supervisor Log

Total Administrative Duty: 3 for a total of 120 minutes
 Total Briefing: 3 for a total of 110 minutes
 Total Property Check: 1 for a total of 35 minutes
 Total Proactive Patrol: 1 for a total of 30 minutes
 Total Service Request: 1 for a total of 60 minutes
 Total Service Request Assist: 6 for a total of 120 minutes
Total # of Activities: 14 for a total of 475 minutes
 Total MacArthur Blvd Contract: 563 for a total of 14353 minutes (239 hours 13 minutes)

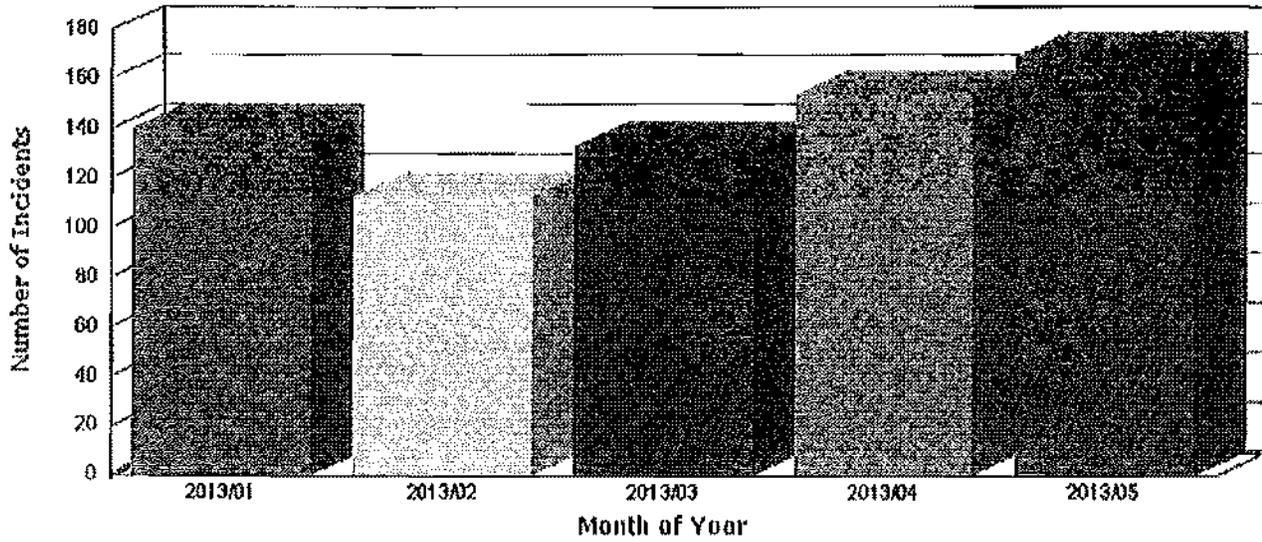
Number of Incidents by Month

Report Description

Timeframe : From 2013-01-01 00:00:00 To 2013-05-31 23:59:00

Location : 16

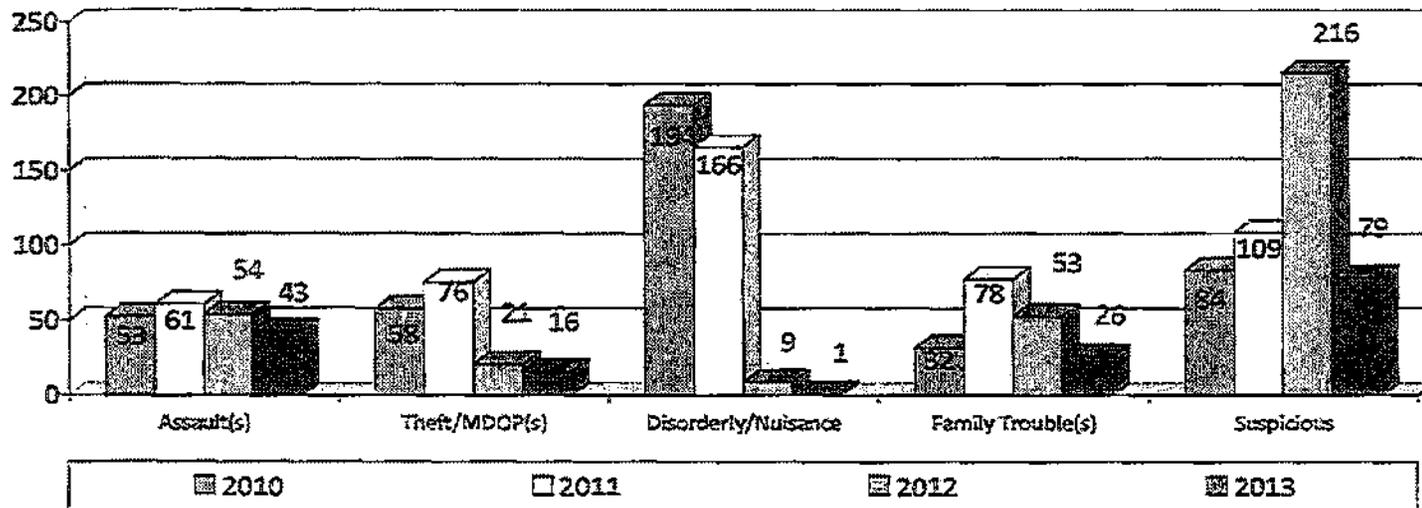
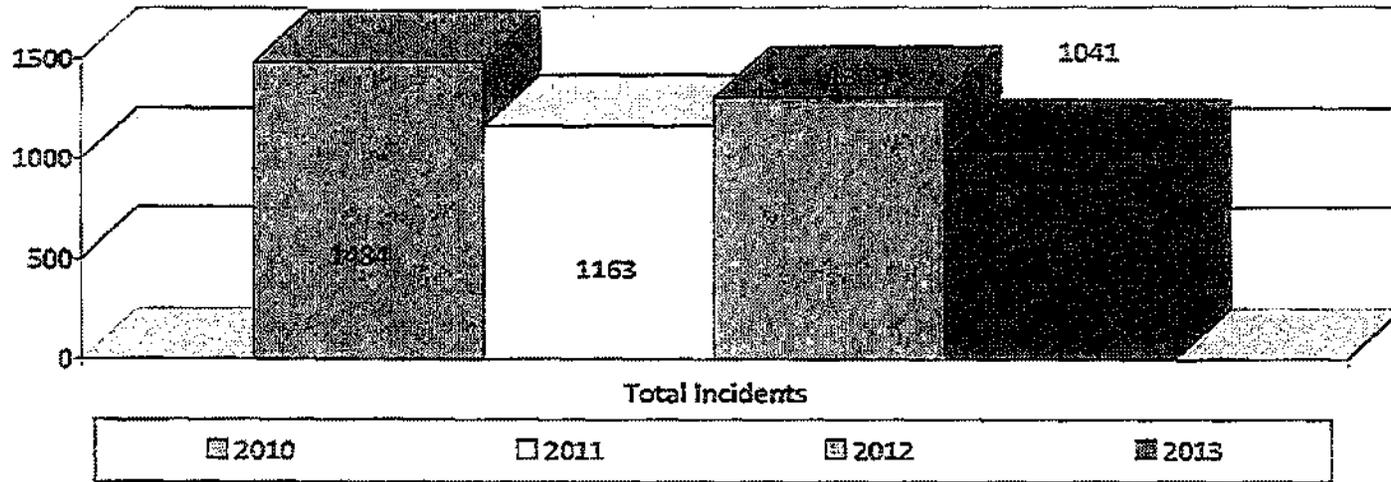
User Comments : MACARTHUR



2013/01 2013/02 2013/03 2013/04 2013/05

Month	Incidents
January, 2013	140
February, 2013	113
March, 2013	133
April, 2013	154
May, 2013	169
Total	709

MacArthur Blvd Four Year Activity Report



Fund 101 GENERAL

GL Number	Description	Balance
*** Assets ***		
101-000-012.000	PETTY CASH	100.00
101-000-012.025	CASH REGISTER DRAWER	300.00
101-000-013.000	INTEREST BEARING CHECKING	1,422,098.08
101-000-013.025	PRESCRIPTION REIMBURSE CASH	0.00
101-000-013.050	DEPOSITS IN TRANSIT	0.00
101-000-015.000	CASH - CD	250,000.00
101-000-015.050	CASH-CD-RESERVES	199,908.81
101-000-016.000	RES GOVT OP COMERICA ACCRD ABSC	26,197.66
101-000-016.025	GOVT OP REGULAR CHASE	0.00
101-000-016.026	REG GOVT OP TRUST #2 COMERICA	0.00
101-000-016.050	INVESTMENT POOL	0.00
101-000-016.075	INVESTMENT POOL-RESERVE FUNDS	0.00
101-000-017.000	OTHER ASSETS	0.00
101-000-022.000	GRANTS RECEIVABLE	36,216.00
101-000-023.000	A/R STATE OF MICHIGAN	232,080.00
101-000-025.000	A/R CABLE FEES AT&T AND COMCAST	45,154.50
101-000-025.050	A/R CELL TOWER REVENUE	0.00
101-000-026.000	A/R OTHER	23,612.50
101-000-026.025	A/R ORDINANCE VIOLATIONS	0.00
101-000-026.033	A/R BANK REFUNDS DUE	0.00
101-000-026.075	A/R CHARGES ABOVE BASE PLANNING DEPT	6,072.52
101-000-026.076	MICH TAX TRIBUNAL REFUNDS	0.00
101-000-027.000	HEALTH INSURANCE CO-PAYS & COBRA	0.00
101-000-029.000	ACCURED INTEREST RECEIVABLE	0.00
101-000-031.001	A/R UNCOLLECTED CURRENT TAXES	42,346.61
101-000-031.002	A/R - SUMMER TAX COLLECT	0.00
101-000-033.000	A/R SIDEWALK REIMBURSABLE	0.00
101-000-033.001	A/R ORDINANCE VIOLATION TAX ROLL	0.00
101-000-049.000	DUE FROM FIRE RESERVE FUND	0.00
101-000-062.000	DUE FROM BUILDING FUND	5,979.76
101-000-063.000	DUE FROM LEGAL DEFENSE FUND	0.00
101-000-064.000	DUE FROM BUILDING FUND-LOAN	0.00
101-000-065.000	DUE FROM UTIL	150.00
101-000-066.000	DUE FROM FIRE FUND	0.00
101-000-067.000	DUE FROM LAW FUND	0.00
101-000-068.000	DUE FROM TAX FUND-COLLECTED TAXES	0.00
101-000-068.050	DUE FROM TAX FUND UNDISBURSED INTRN	1,000.00
101-000-069.000	DUE FROM PARK FUND	0.00
101-000-070.000	DUE FROM PAYROLL FUND	5,142.83
101-000-072.000	DUE FROM TRUST & AGENCY	1,456.25
101-000-072.050	DUE FROM T&A OVERDRAW ESCROW MONEY	5,000.00
101-000-074.000	DUE FROM STREET LIGHT FUND	0.00
101-000-123.000	PRE-PAID EXPENSES MISC.	0.00
101-000-123.050	PREPAID INSURANCE	16,138.01
		<u>2,318,953.53</u>
Total Assets		2,318,953.53

*** Liabilities ***

MISC LIABILITIES		
101-000-201.000	ACCOUNTS PAYABLE	4,037.88
101-000-201.100	DUE TO TRUST & AGENCY FUND	0.00
101-000-203.050	AATA CONTRACT	16,936.02
101-000-204.000	ACCURED ROAD MAINT CONTRACT	75,000.00
101-000-208.000	DUE TO OTHERS	0.00
101-000-208.001	PREPAID ENG REVIEW FEES	0.00
101-000-208.002	PREPAID PLANNING FEES	0.00
101-000-225.000	MISC ACCURED LIABILITIES	49,872.41
101-000-281.000	DUE TO LEGAL DEFENSE FUND	0.00
101-000-282.000	DUE TO STREETLIGHT FUND	0.00
101-000-283.000	DUE TO BUILDING FUND	623.80
101-000-284.000	DUE TO LAW FUND	0.00
101-000-285.000	DUE TO UTILITY FUND	0.00

Fund 101 GENERAL

GL Number	Description	Balance
*** Liabilities ***		
101-000-286.000	DUE TO FIRE FUND	0.00
101-000-286.050	DUE TO PARK FUND	0.00
101-000-286.075	DUE TO SUP TWP TAX FUND	0.00
101-000-287.000	DEFERRED REVENUE	328,427.00
101-000-287.001	DEFERRED REVENUE PILOT	1,731.24
101-000-287.002	DEFERRED REVENUE IFT TAXES	10,121.26
101-000-287.003	DEFERRED REVENUE MISC	0.00
101-000-289.000	DUE TO PAYROLL FUND	5,127.59
101-000-289.033	DUE TO PAYROLL-BANK FEES	0.00
MISC LIABILITIES		<u>491,877.20</u>
Total Liabilities		<u>491,877.20</u>
*** Fund Balance ***		
FUND BALANCE		
101-000-390.000	FUND BALANCE: UNRESTRICTED	1,570,002.82
FUND BALANCE		<u>1,570,002.82</u>
CAPITAL RESERVES		
101-000-390.004	ASSIGNED: GENERAL RESERVE	174,869.76
101-000-390.026	ASSIGNED: NON-MOTOR TRAILS UPKEEP	25,038.09
101-000-390.030	ASSIGNED: ACCRUED ABSENCES	26,197.66
CAPITAL RESERVES		<u>226,105.51</u>
Total Fund Balance		<u>1,796,108.33</u>
Beginning Fund Balance		1,796,108.33
Net of Revenues VS Expenditures		30,968.00
Ending Fund Balance		1,827,076.33
Total Liabilities And Fund Balance		2,318,953.53

GENERAL FUND ACCCOUNTS PAYABLE TIE-OUT

March 2013

CULLIGAN	WATER SOFTNER	\$	47.99
GBS INC.	ABSEBTEE APPS AND ENEVELOPES	\$	40.26
PRINTING SYSTEMS, INC.	A/P CHECKS HEALTH INSURANCE ACCT	\$	123.80
DTE ENERGY	MARCH 2013 ELECTRIC	\$	442.77
DTE ENERGY	MARCH 13 GENERAL GAS METER "A"	\$	102.49
DTE ENERGY	GENERAL GAS MARCH 2013 METER B	\$	282.02
DONALD PENNINGTON	MARCH PLANNING SERVICES	\$	65.00
RICOH AMERICAS CORP	LEASE MARCH 2013	\$	260.41
TERMINIX PROCESSING CENTER	PEST CONTROL 3-31-13	\$	73.00
BRENDA MCKINNEY	MARCH 2013 MILEAGE	\$	64.98
AUTOMATED RESOURCE MANAGEMENT	MARCH 2013 PAYROLL SERVICES	\$	244.20
FASTSIGNS	NAMEPLATE - ROBERT STEELE	\$	37.50
RECYCLE ANN ARBOR	DISPOSAL OF 63 TIRES	\$	405.00
COMCAST	MARCH INTERNET SERVICES	\$	70.95
HERITAGE NEWSPAPERS	MARCH 2013 LEGALS	\$	44.80
STAPLES ADVANTAGE	OFFICE SUPPLIES	\$	302.91
LUCAS & BAKER PC	MISC LEGAL SERVICES MARCH - PART E	\$	180.00
LUCAS & BAKER PC	MISC LEGAL SERVICES MARCH PART B	\$	105.00
LUCAS & BAKER PC	MISC LEGAL SERVICES MARCH - PART D	\$	442.50
LUCAS & BAKER PC	MISC LEGAL SERVICES MARCH PART C	\$	67.50
LUCAS & BAKER PC	MISC LEGAL SERVICE MARCH PART A	\$	180.00
PAETEC	MARCH 2013 TELEPHONES	\$	364.80
READING & ETTER	AUDITOR LETTER	\$	90.00
	Total Outstanding A/P MARCH	\$	4,037.88

GENERAL FUND

AS OF 3/31/13

BREAKDOWN OF ASSET & LIABILITY ACCOUNTS

G/L LINE NUMBER	LINE TOTAL	BREAKDOWN	DESCRIPTION
101-000-022-000 GRANTS RECEIVABLE	\$ 36,216.00	\$ 36,216.00	COMMUNITY BLOCK GRANT ROADS 2012
101-000-023-000 A/R STATE SHARED REVENUE	\$ 232,080.00	\$ 77,360.00 \$ 77,360.00 \$ 77,360.00 \$ 232,080.00	JAN ACCRUAL FEB ACCRUAL MARCH ACCRUAL
101-00-000-025-000 A/R CABLE	\$ 45,154.50	\$ 3,200.00 \$ 3,200.00 \$ 3,200.00 \$ 11,851.50 \$ 11,851.50 \$ 11,851.50 \$ 45,154.50	JAN AT&T ACCRUAL FEB AT&T ACCRUAL MARCH AT&T ACCRUAL JAN COMCAST ACCRUAL FEB COMCAST ACCRUAL MARCH COMCAST ACCRUAL
101-000-026-000 DUE FROM OTHERS	\$ 23,612.50	\$ 3,000.00 \$ 612.50 \$ 20,000.00 \$ 23,612.50	ACCOUNTING ERROR RE MAJESTIC OAKS GOODING PRIVATE ROAD HSA START-UP MONEY IN CITIZENS ACT
101-000-000-062-000	\$ 5,979.76	\$ 1,850.93 \$ 1,652.03 \$ 1,269.60 \$ 0.09 \$ 1,207.11 \$ 5,979.76	% OF OVERHEAD JAN MARCH COST SPLIT CARMEN % OF OVERHEAD FEB UNRECONCILED % OF OVERHEAD MARCH
101-000-065-00 DUE FROM UTILITY	\$ 150.00	\$ 150.00	MISC EMPLOYEE BONDS
101-000-070-000 DUE FROM PAYROLL FUND	\$ 5,142.83	\$ 5,000.00 \$ 142.83 \$ 5,142.83	LOAN TO OPERATE FUND MISTAKE MERS #2 DEC
101-000-072-000 DUE FROM TRUST & AGENCY	\$ 1,456.25	\$ 336.25 \$ 422.74 \$ 697.26 \$ 1,456.25	MARCH PLANNING ADMIN FEES FEB PLANNING ADMIN FEES JAN PLANNING FEES
101-000-072-050 DUE FROM TRUST & AGENCY OVERDRAW ESCROW MONEY	\$ 5,000.00	\$ 5,000.00	LOAN TO OPERATE FUND

101-000-000-123-050	\$ 16,138.01	\$ 2,343.81	APRIL BLUE CROSS/ BLUE SHIELD
PRE-PAID INSURANCE		\$ 151.07	APRIL VISION
		\$ 574.77	APRIL DENTAL INSUR
		\$ 147.55	APRIL LIFE INSUR
		\$ 614.80	WORKERS COMP MARCH--JUNE 2013
		\$ 7,806.01	MUNICIPAL MARCH-DEC 2013
		\$ 4,600.00	APRIL MAY JUNE HSA DEPOSITS
		\$ 16,138.01	
101-000-026-075	\$ 6,072.52	\$ 709.00	VILLAS AT HONEY CREEK
A/R PROF FEES		\$ 112.13	PROSPECT POINTE EAST
		\$ 707.25	VILLAS AT HONEY CREEK INV 1973
		\$ 1,562.28	WOODLANDS AT GEDDES INV 1687
		\$ 94.88	MAJESTIC OAKS INV 1647
		\$ 224.25	MAJESTIC OAKS INV 1643
		\$ 348.45	MAJESTIC OAKS INV 1639
		\$ 261.63	MAJESTIC OAKS INV 1621
		\$ 2,052.18	MAJESTIC OAKS INV 1454
		\$ 0.47	UNRECONCILED MONEY
		\$ 6,072.52	
101-000-203-000	\$ 16,936.02	\$ 6,648.51	AATA FIXED OCT-DEC
AATA CONTRACT		\$ 3,062.52	AATA DEMAND OCT-DEC
		\$ 4,402.32	JAN-FEB FIXED ROUTE AND DEMAND
		\$ 1,980.75	MARCH FIXED ROUTE
		\$ 841.92	MARCH ON DEMAND
		\$ 16,936.02	
101-000-204-000	\$ 75,000.00	\$ 25,000.00	JAN ROAD MAIT ACCRUAL
ACCRUED ROAD MAIT CONTRACT		\$ 25,000.00	FEB ROAD MAIT ACCRUAL
		\$ 25,000.00	MARCH ROAD MAIT ACCRUAL
		\$ 75,000.00	
101-00-225-000	\$ 49,872.41	\$ 49,872.41	2011 GEDDES TRAIL EXPENSE BUILT NOT BILLED
MISC ACCRUED EXPENSES			
101-000-283-000	\$ 623.80	\$ 623.80	MARCH RICK COST SPLIT
DUE TO BUILDING FUND			
101-000-287-000	\$ 328,427.00	\$ 28,427.00	2013 TAX REVENUE APRIL-DEC
DEFERRED REVENUE			
101-000-287-001	\$ 1,731.24	\$ 1,731.24	2013 PILOT TAXES
DEFERRED REVENUE PILOT			
101-000-287-002	\$ 10,121.26	\$ 10,121.26	2013 IFT TAX REVENUE APRIL-DEC
DEFERRED IFT TAXES			
101-000-289-000	\$ 5,127.59	\$ 1,350.00	MARCH HCSP
DUE TO PAYROLL		\$ 1,258.42	MARCH JOHN HANCOCK
		\$ 2,519.17	MARCH MERS #2
		\$ 5,127.59	

REVENUE AND EXPENDITURE REPORT FOR SUPERIOR TOWNSHIP
 PERIOD ENDING 03/31/2013

GL NUMBER	DESCRIPTION	2013 ORIGINAL BUDGET	2013 AMENDED BUDGET	END BALANCE 03/31/2013 NORM (ABNORM)	ACTIVITY FOR MONTH 03/31/2013 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 101 - GENERAL							
Revenues							
Dept 000-REVENUE							
101-000-402.000	CURRENT REAL/PERS PROPERTY TAX	438,500.00	438,500.00	109,625.01	36,541.67	328,874.99	25.00
101-000-402.033	TFT TAXES	13,495.00	13,495.00	3,373.74	1,124.58	10,121.26	25.00
101-000-402.050	PILOT PROGRAM TAXES	1,744.00	1,744.00	0.00	0.00	1,744.00	0.00
101-000-403.000	PRIOR YEAR(S) TAX REVENUE	0.00	0.00	0.00	0.00	0.00	0.00
101-000-403.050	PRIOR YEARS DELQ PERS PROP	0.00	0.00	0.00	0.00	0.00	0.00
101-000-404.000	TRAILER FEES	3,256.00	3,256.00	505.50	0.00	0.00	0.00
101-000-451.000	ELECTION REIMBURSEMENTS	0.00	0.00	0.00	239.50	2,750.50	15.53
101-000-452.000	CABLE TV FRANCHISE FEES COMCAST	0.00	0.00	0.00	0.00	0.00	0.00
101-000-452.001	CABLE TV FRANCHISE FEES AT&T	142,218.00	142,218.00	35,854.50	11,851.50	106,363.50	25.00
101-000-480.000	015075	38,400.00	38,400.00	9,600.00	3,200.00	28,800.00	25.00
101-000-574.000	STATE SHARED REVENUES	0.00	0.00	0.00	0.00	0.00	0.00
101-000-574.050	STATE REIMBURSEMENTS FOR ROWS	928,320.00	928,320.00	232,090.00	77,360.00	696,240.00	25.00
101-000-605.000	ORDINANCE VIOLATION REIMBURSEMENTS	8,862.00	8,862.00	0.00	0.00	8,862.00	0.00
101-000-605.025	CIVIL INFRACTION FINES	2,000.00	2,000.00	375.00	0.00	1,625.00	18.75
101-000-606.000	PRINTED MATERIALS SALES	0.00	0.00	0.00	0.00	0.00	0.00
101-000-607.000	PLANNING DEPT ADMIN FEES	50.00	50.00	55.00	0.00	(15.00)	130.00
101-000-607.030	PLANS & PERMITS BASE FEES	3,000.00	3,000.00	1,456.25	336.25	1,543.75	48.54
101-000-607.033	ENG REVIEWS--BASE FEE	3,400.00	3,400.00	1,800.00	0.00	1,600.00	52.94
101-000-607.040	MISC PLANNING PETITIONS, FEES, ETC	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
101-000-607.050	WETLANDS/SOIL MOVING/PRIVATE ROADS	1,600.00	1,600.00	0.00	0.00	1,600.00	0.00
101-000-607.074	CHARGES ABOVE BASE -- ADMIN FEES	200.00	200.00	0.00	0.00	200.00	0.00
101-000-607.075	CHARGES ABOVE BASE--REIMBURSEMENTS	0.00	0.00	0.00	0.00	0.00	0.00
101-000-607.076	CHARGES ABOVE BASE NO ADMIN FEES	0.00	0.00	0.00	0.00	0.00	0.00
101-000-607.085	REIM, MEETINGS, COURT, NOTICES, ETC.	0.00	0.00	0.00	0.00	0.00	0.00
101-000-609.000	ACCOUNTING SERVICES/AUDITING	0.00	0.00	0.00	0.00	0.00	0.00
101-000-609.050	BUILDING FUND CONTRIBUTION	19,200.00	19,200.00	4,800.00	1,600.00	14,400.00	25.00
101-000-626.000	SUMMER TAX COLLECTION FEES	18,000.00	18,000.00	4,327.44	1,207.11	13,672.56	24.04
101-000-630.000	SOLID WASTE REVENUE	21,090.00	21,090.00	0.00	0.00	21,090.00	0.00
101-000-630.001	RECYCLING EDUCATION	3,500.00	3,500.00	783.10	219.65	2,716.90	22.37
101-000-664.000	INTEREST	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
101-000-664.050	INTEREST ON RESERVES	400.00	400.00	0.00	0.00	400.00	0.00
101-000-664.075	TAX COLLECTION INTEREST	130.00	130.00	0.96	0.00	99.04	0.96
101-000-664.085	DELINQUENT INTEREST & PENALTIES	400.00	400.00	0.00	0.00	400.00	0.00
101-000-670.000	TAX ADMIN FEES	0.00	0.00	0.00	0.00	0.00	0.00
101-000-671.000	MISCELLANEOUS INCOME	0.00	0.00	0.00	0.00	0.00	0.00
101-000-671.015	NSF CHECK FEES	0.00	0.00	50.00	0.00	(50.00)	100.00
101-000-671.025	DOG LICENSE REVENUE	0.00	0.00	0.00	0.00	0.00	0.00
101-000-671.050	PENSION/HOSP/INSUR REFUNDS	0.00	0.00	0.00	0.00	0.00	0.00
101-000-671.075	INSUR REIMBURSEMENTS/DIVIDENDS	0.00	0.00	0.00	0.00	0.00	0.00
101-000-671.085	REFUNDS FROM PREVIOUS YEARS	0.00	0.00	0.00	0.00	0.00	0.00
101-000-672.000	28 COBRA ADMIN FEES	0.00	0.00	0.00	0.00	0.00	0.00
101-000-673.075	CELL TOWER REVENUE	0.00	0.00	0.00	0.00	0.00	0.00
101-000-674.000	DEPARTMENTAL INCOME	18,007.00	18,007.00	4,868.94	1,622.98	13,138.06	27.04
101-000-674.050	INFORMATION REQUESTS	0.00	0.00	0.00	0.00	0.00	0.00
101-000-695.025	DONATION REVENUE--GREEN FAIR	0.00	0.00	0.00	0.00	0.00	0.00
101-000-695.033	DELO WATER BILLS ADMIN FEE	0.00	0.00	0.00	0.00	0.00	0.00
101-000-695.050	DONATIONS	0.00	0.00	0.00	0.00	0.00	0.00
101-000-695.075	GRANTS -- NON MOTOR TRAILS	0.00	0.00	0.00	0.00	0.00	0.00
101-000-695.076	GRANTS -- FECSG	0.00	0.00	0.00	0.00	0.00	0.00
101-000-695.077	COMM DEVELOP BLOCK GRANTS--ROADS	0.00	0.00	0.00	0.00	0.00	0.00
101-000-699.000	APPROPRIATION F/FUND BALANCE	0.00	0.00	0.00	0.00	0.00	0.00
101-000-699.005	PROCEEDS FROM DEBT	0.00	0.00	0.00	0.00	0.00	0.00
101-000-699.025	APPROPRIATION FROM RESERVES	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 000-REVENUE		1,668,742.00	1,668,742.00	409,275.44	135,302.24	1,259,466.56	24.53

REVENUE AND EXPENDITURE REPORT FOR SUPERIOR TOWNSHIP

PERIOD ENDING 03/31/2013

GL NUMBER	DESCRIPTION	2013 ORIGINAL BUDGET	2013 AMENDED BUDGET	END BALANCE 03/31/2013 NORM (ABNORM)	ACTIVITY FOR MONTH 03/31/2013 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	* BDCG USED
Fund 101 - GENERAL							
Revenues							
TOTAL Revenues		1,668,742.00	1,669,742.00	409,275.44	135,303.24	1,259,466.56	24.53
Expenditures							
Dept 101-TOWNSHIP BOARD/GENL ADMIN							
101-101-702.000	SALARIES BOARD OF TRUSTEES	6,000.00	6,000.00	2,603.19	300.00	3,396.81	43.39
101-101-702.007	SALARY SENIOR ASSISTANT	24,152.00	24,152.00	5,647.59	1,932.07	18,504.41	23.98
101-101-702.050	SALARY RECEPTIONIST/SECRETARY	17,959.00	17,959.00	4,929.75	1,408.50	13,029.25	27.45
101-101-703.000	CONTRACT SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
101-101-707.000	PART-TIME WAGES	500.00	500.00	0.00	0.00	500.00	0.00
101-101-710.000	TRAINING	1,000.00	1,000.00	892.00	0.00	108.00	59.20
101-101-715.000	SOCIAL SECURITY BOARD	460.00	460.00	260.57	61.20	199.43	56.65
101-101-715.007	SOC SEC SENIOR ASSISTANT	1,940.00	1,940.00	498.89	145.01	1,441.11	25.72
101-101-715.050	SOC SEC RECEPTIONIST/SECRETARY	1,430.00	1,430.00	396.50	105.59	1,033.50	27.73
101-101-715.075	SOC SEC OTHER STAFF	39.00	39.00	0.00	0.00	39.00	0.00
101-101-716.000	LIFE INSURANCE BOARD MEMBERS	600.00	600.00	136.20	45.43	463.80	22.70
101-101-716.007	HEALTH/LIFE INSUR SENIOR ASSISTANT	3,773.00	3,773.00	1,002.15	373.31	2,770.85	26.56
101-101-716.033	PAST MONTH INSURANCE ADJUSTS	0.00	0.00	0.00	0.00	0.00	0.00
101-101-716.050	HEALTH INSUR RECEPTIONIST/SECRETARY	3,773.00	3,773.00	1,002.15	373.31	2,770.85	26.56
101-101-716.051	RETIRE HEALTH SECRETARY	310.00	310.00	202.50	67.50	607.50	25.00
101-101-716.052	RETIRE HEALTH SENIOR ASSISTANT	810.00	810.00	202.50	67.50	607.50	25.00
101-101-716.075	PRESCRIPTION REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00	0.00
101-101-717.007	TAXE BENEFITS SENIOR ASSISTANT	1,207.00	1,207.00	0.00	0.00	1,207.00	0.00
101-101-717.050	TAXE BENEF RECEPTIONIST/SECRETARY	359.00	359.00	366.21	0.00	(7.21)	102.01
101-101-718.000	PENSION BOARD OF TRUSTEES	600.00	600.00	80.00	40.00	520.00	13.33
101-101-718.007	PENSION SENIOR ASSISTANT	2,535.00	2,535.00	668.79	196.92	1,866.21	26.38
101-101-718.050	PENSION RECEPTIONIST/SECRETARY	1,870.00	1,870.00	670.49	211.29	1,199.51	35.86
101-101-719.000	MESC UNEMPLOYMENT BENEFITS	0.00	0.00	0.00	0.00	0.00	0.00
101-101-727.000	OFFICE SUPPLIES	4,000.00	4,000.00	337.35	196.88	3,662.65	13.43
101-101-727.050	POSTAGE	14,000.00	14,000.00	4,846.96	224.06	9,153.04	34.62
101-101-801.000	PROFESSIONAL SERVICES	4,100.00	4,100.00	2,172.50	644.20	1,927.50	52.99
101-101-801.050	PROFESSIONAL SERVICES-OTHER	9,200.00	9,200.00	0.00	0.00	9,200.00	0.00
101-101-850.000	TELECOMMUNICATIONS	5,500.00	5,500.00	1,347.28	435.75	4,152.72	24.50
101-101-851.000	INSURANCE & BONDS	15,859.00	15,859.00	3,543.75	1,135.85	12,315.25	22.38
101-101-860.000	GAS, MILEAGE, VEHICLE MAINT	4,000.00	4,000.00	470.76	53.68	3,529.24	11.77
101-101-860.050	MEALS, LODGING, PARKING, ETC.	800.00	800.00	662.32	0.00	137.68	82.79
101-101-900.000	PRINTING & PUBLISHING	5,000.00	5,000.00	838.78	206.40	4,161.22	16.78
101-101-900.025	PRINTING FOR RESALE	100.00	100.00	0.00	0.00	100.00	0.00
101-101-900.050	PRINT & PUBLISH-NEWSLETTER	4,000.00	4,000.00	1,966.51	0.00	2,033.49	49.16
101-101-930.000	REPAIR & MAINTENANCE	2,000.00	2,000.00	685.20	260.41	1,314.80	34.26
101-101-954.000	EQUIPMENT RENTAL	7,000.00	7,000.00	316.00	272.00	6,684.00	11.66
101-101-957.000	BOOKS & PERIODICALS	50.00	50.00	0.00	0.00	50.00	0.00
101-101-958.000	MEMBERSHIPS & DUES	8,000.00	8,000.00	0.00	0.00	8,000.00	0.00
101-101-963.000	BANK FEES & CHARGES	0.00	0.00	0.00	0.00	0.00	0.00
101-101-960.000	EQUIPMENT OVER \$5,000	0.00	0.00	0.00	0.00	0.00	0.00
101-101-960.050	EQUIPMENT UNDER \$5,000	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
Total Dept 101-TOWNSHIP BOARD/GENL ADMIN		158,426.00	158,426.00	37,451.69	9,256.83	120,974.11	23.64
Dept 171-TOWNSHIP SUPERVISOR							
101-171-702.000	TOWNSHIP SUPERVISOR SALARY	73,254.00	73,254.00	19,721.80	5,634.80	53,532.20	26.92
101-171-715.000	TOWNSHIP SUPERVISOR SOC SEC	6,047.00	6,047.00	1,601.14	457.47	4,445.86	26.48
101-171-716.000	HEALTH/LIFE INSUR SUPERVISOR	1,436.00	1,436.00	344.28	112.62	1,091.72	23.97
101-171-716.001	TOWNSHIP SUPERVISOR RETIRE HEALTH	1,620.00	1,620.00	405.00	135.00	1,215.00	25.00
101-171-717.000	TOWNSHIP SUPERVISOR TAXE BENEFITS	5,800.00	5,800.00	1,602.58	457.88	4,197.42	27.63
101-171-718.000	TOWNSHIP SUPERVISOR PENSION	6,227.00	6,227.00	1,676.36	478.96	4,550.64	26.92
Total Dept 171-TOWNSHIP SUPERVISOR		94,384.00	94,384.00	25,351.16	7,276.73	69,032.84	26.86

REVENUE AND EXPENDITURE REPORT FOR SUPERIOR TOWNSHIP
 PERIOD ENDING 03/31/2013

GL NUMBER	DESCRIPTION	2013 ORIGINAL BUDGET	2013 AMENDED BUDGET	END BALANCE 03/31/2013 NORM (ABNORM)	ACTIVITY FOR MONTE 03/31/2013 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 101 - GENERAL							
Expenditures							
Dept 191-ELECTIONS							
101-191-702.000	SALARIES	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-191-702.037	FICA EXEMPT SALARY	0.00	0.00	0.00	0.00	0.00	0.00
101-191-703.000	CONTRACT SERVICES	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00
101-191-715.000	SOCIAL SECURITY	50.00	50.00	0.00	0.00	50.00	0.00
101-191-718.000	PENSION ELECTION DEPT	0.00	0.00	0.00	0.00	0.00	0.00
101-191-727.000	OFFICE SUPPLIES	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-191-727.050	POSTAGE	300.00	300.00	0.00	0.00	300.00	0.00
101-191-740.000	OPERATING SUPPLIES	400.00	400.00	40.26	40.26	359.74	10.07
101-191-801.000	PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
101-191-860.000	TRANSPORTATION	0.00	0.00	0.00	0.00	0.00	0.00
101-191-862.000	PRECINCT RENT	0.00	0.00	0.00	0.00	0.00	0.00
101-191-900.000	PRINTING & PUBLISHING	300.00	300.00	0.00	0.00	300.00	0.00
101-191-980.000	EQUIPMENT	100.00	100.00	0.00	0.00	100.00	0.00
Total Dept 191-ELECTIONS		6,180.00	6,180.00	40.26	40.26	6,139.74	0.65
Dept 201-ACCOUNTING/HUMAN RESOURCES ADMIN							
101-201-702.000	ACCOUNTANT SALARY	47,911.00	47,911.00	12,900.37	3,689.52	35,010.63	26.93
101-201-702.050	ACT/HR ASSISTANT SALARY	0.00	0.00	0.00	0.00	0.00	0.00
101-201-707.000	PART-TIME WAGES	0.00	0.00	0.00	0.00	0.00	0.00
101-201-710.000	TRAINING	200.00	200.00	0.00	0.00	200.00	0.00
101-201-715.000	ACCOUNTANT SOC SEC	3,855.00	3,855.00	1,075.11	501.17	2,779.89	27.85
101-201-715.075	ACT/HR ASSISTANT SOC SEC	0.00	0.00	0.00	0.00	0.00	0.00
101-201-716.000	ACCOUNTANT HEALTH/LIFE INSUR	7,258.00	7,258.00	2,004.30	746.62	5,253.70	27.62
101-201-716.001	ACCOUNTANT RETIRE HEALTH	1,620.00	1,620.00	405.00	135.00	1,215.00	25.00
101-201-716.050	ACT/HR ASSISTANT HEALTH/LIFE INSUR	0.00	0.00	0.00	0.00	0.00	0.00
101-201-716.051	ACT/HR ASSISTANT RETIRE HEALTH	0.00	0.00	0.00	0.00	0.00	0.00
101-201-717.000	ACCOUNTANT TAXABLE BENEFITS	2,875.00	2,875.00	3,204.72	325.00	(329.72)	111.47
101-201-717.050	ACT/HR ASSISTANT TAXB BENEFITS	0.00	0.00	0.00	0.00	0.00	0.00
101-201-718.000	ACCOUNTANT PENSION	5,078.00	5,078.00	1,728.34	432.46	3,349.66	34.04
101-201-718.050	ASST/DEPUTY PENSION	0.00	0.00	0.00	0.00	0.00	0.00
101-201-740.000	OPERATING SUPPLIES	700.00	700.00	195.34	174.97	504.66	27.91
Total Dept 201-ACCOUNTING/HUMAN RESOURCES ADMIN		69,497.00	69,497.00	21,513.18	5,801.04	47,983.82	30.96
Dept 209-ASSESSOR							
101-209-702.000	SENIOR ASSESSOR SALARY	61,749.00	61,749.00	18,285.71	4,750.06	43,463.29	29.61
101-209-702.050	ASSISTANT ASSESSOR SALARY	13,058.00	13,058.00	3,621.22	1,109.97	9,436.78	27.73
101-209-702.075	FIELD APPRAISER SALARY	43,172.00	43,172.00	9,963.00	3,321.00	33,209.00	23.08
101-209-703.000	CONTRACT SERVICES	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-209-707.000	PART-TIME WAGES	0.00	0.00	0.00	0.00	0.00	0.00
101-209-710.000	TRAINING	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-209-715.000	SENIOR ASSESSOR SOC SEC	4,866.00	4,866.00	1,235.94	341.57	3,630.06	25.48
101-209-715.050	ASSISTANT ASSESSOR SOC SEC	1,019.00	1,019.00	277.20	86.13	741.80	27.20
101-209-715.075	FIELD APPRAISER SOC SEC	3,378.00	3,378.00	876.76	250.50	2,501.24	25.96
101-209-716.000	SENIOR ASSESSOR HEALTH/LIFE INSUR	7,258.00	7,258.00	2,005.90	746.62	5,252.10	27.64
101-209-716.001	SENIOR ASSESSOR RETIRE HEALTH	1,620.00	1,620.00	405.00	135.00	1,215.00	25.00
101-209-716.050	ASSISTANT ASSESSOR HEALTH/LIFE INSUR	2,419.00	2,419.00	668.08	248.57	1,750.92	27.62
101-209-716.051	ASSISTANT ASSESSOR RETIRE HEALTH	540.00	540.00	135.00	45.00	405.00	25.00
101-209-716.055	FIELD APPRAISER HEALTH/LIFE INSUR	20,703.00	20,703.00	5,499.50	2,046.52	15,203.50	26.56
101-209-716.075	FIELD APPRAISER RETIRE HEALTH	1,620.00	1,620.00	405.00	135.00	1,215.00	25.00
101-209-717.000	SENIOR ASSESSOR TAXB BENEFITS	1,853.00	1,853.00	593.30	0.00	1,259.70	32.04
101-209-717.050	ASSISTANT ASSESSOR TAXB BENEFITS	262.00	262.00	74.82	37.65	187.18	28.56
101-209-717.075	FIELD APPRAISER TAXB BENEFITS	984.00	984.00	70.00	20.00	914.00	7.11
101-209-718.000	SENIOR ASSESSOR PENSION	5,406.00	5,406.00	1,463.62	403.76	3,942.38	27.07
101-209-718.050	ASSISTANT ASSESSOR PENSION	1,132.00	1,132.00	333.30	88.37	828.70	26.79

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REVENUE AND EXPENDITURE REPORT FOR SUPERIOR TOWNSHIP
 PERIOD ENDING 03/31/2013

Page: 4/9

GL NUMBER	DESCRIPTION	2013 ORIGINAL BUDGET	2013 AMENDED BUDGET	END BALANCE 03/31/2013 NORM (ABNORM)	ACTIVITY FOR MONTH 03/31/2013 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BUDGT USED
Fund 101 - GENERAL							
Expenditures							
101-209-718.075	FIELD APPRAISER PENSION	3,753.00	3,752.00	986.01	282.29	2,764.99	26.33
101-209-740.000	OPERATING SUPPLIES	2,500.00	2,500.00	803.76	66.76	1,696.24	32.15
101-209-850.000	TELECOMMUNICATIONS	0.00	0.00	0.00	0.00	0.00	0.00
101-209-860.000	GAS, MILEAGE VEHICLE MAINT	600.00	600.00	0.00	0.00	600.00	0.00
101-209-860.050	MEALS, LODGING, PARKING, ETC.	500.00	500.00	0.00	0.00	500.00	0.00
101-209-947.000	PROJECT COSTS--GENERAL	0.00	0.00	0.00	0.00	0.00	0.00
101-209-958.000	MEMBERSHIPS & DUES	700.00	700.00	0.00	0.00	700.00	0.00
101-209-980.000	EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 209-ASSESSOR		181,092.00	181,092.00	47,679.56	14,117.08	133,412.44	26.33
Dept 210-ATTORNEY'S							
101-210-801.000	PROFESSIONAL SERVICES	7,000.00	7,000.00	90.00	90.00	6,910.00	1.29
101-210-801.050	PROFESSIONAL SERVICES-OTHER	7,000.00	7,000.00	2,540.00	575.00	4,460.00	36.29
101-210-801.075	LEGAL FEES PRG SEWER ENV IMPACT STUDY	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 210-ATTORNEY'S		14,000.00	14,000.00	2,630.00	665.00	11,370.00	18.79
Dept 215-CLERK							
101-215-702.000	CLERK SALARY	64,884.00	64,884.00	17,469.13	4,991.18	47,414.87	26.92
101-215-702.050	CLERK'S OFFICE ADMIN ASSISTANT SALARY	13,056.00	13,056.00	3,515.75	1,004.50	9,542.25	26.92
101-215-707.000	DEPUTY CLERK SALARY	800.00	800.00	0.00	0.00	800.00	0.00
101-215-715.000	CLERK SOC SEC	5,407.00	5,407.00	1,422.24	409.20	3,974.76	26.45
101-215-715.050	CLERK'S OFFICE ADMIN ASSIST SOC SEC	1,019.00	1,019.00	263.67	75.37	755.33	25.88
101-215-715.075	DEPUTY CLERK SOC SEC	62.00	62.00	0.00	0.00	62.00	0.00
101-215-716.000	CLERK HEALTH/LIFE INSURANCE	1,436.00	1,436.00	344.28	112.62	1,091.72	23.97
101-215-716.001	CLERK RETIRE HEALTH	1,620.00	1,620.00	405.00	135.00	1,215.00	25.00
101-215-716.050	CLERK'S OFFICE ADMIN ASSIST HEALTH INSU	2,419.00	2,419.00	668.10	248.87	1,750.90	27.82
101-215-716.051	ADMIN ASSIST RETIREMENT HEALTH CA	540.00	540.00	135.00	45.00	405.00	25.00
101-215-717.000	CLERK TAXABLE BENEFITS	5,800.00	5,800.00	1,602.59	457.88	4,197.42	27.63
101-215-717.050	CLERK'S OFFICE ADMIN ASSIST TAXB BENE	261.00	261.00	0.00	0.00	261.00	0.00
101-215-718.000	CLERK PENSION	5,515.00	5,515.00	1,495.93	435.30	4,019.07	27.12
101-215-718.050	ADMIN ASSISTANT PENSION	1,132.00	1,132.00	303.30	88.37	828.70	26.79
Total Dept 215-CLERK		103,953.00	103,953.00	27,634.98	8,003.29	76,318.02	26.58
Dept 247-BOARD OF REVIEW							
101-247-702.000	SALARIES	1,200.00	1,200.00	0.00	0.00	1,200.00	0.00
101-247-733.000	CONTRACT SERVICES	400.00	400.00	765.00	765.00	(365.00)	191.25
101-247-713.000	TRAINING	0.00	0.00	0.00	0.00	0.00	0.00
101-247-715.000	SOCIAL SECURITY	0.00	0.00	0.00	0.00	0.00	0.00
101-247-740.000	OPERATING SUPPLIES	0.00	0.00	139.61	139.61	(139.61)	100.00
101-247-860.000	TRANSPORTATION	100.00	100.00	0.00	0.00	100.00	0.00
101-247-900.000	PRINTING & PUBLISHING	200.00	200.00	0.00	0.00	200.00	0.00
Total Dept 247-BOARD OF REVIEW		1,900.00	1,900.00	904.61	904.61	995.39	47.61
Dept 253-TOWNSHIP TREASURER							
101-253-702.000	TREASURER SALARY	64,884.00	64,884.00	17,469.13	4,991.18	47,414.87	26.92
101-253-702.050	DEPUTY TREASURER SALARY	35,602.00	35,602.00	9,752.25	2,700.00	26,349.75	27.24
101-253-702.055	TREASURER'S ASSISTANT SALARY	13,056.00	13,056.00	3,530.82	1,004.50	9,525.18	27.04
101-253-702.075	SEASONAL STAFF SALARY	0.00	0.00	0.00	0.00	0.00	0.00
101-253-733.000	CONTRACT SERVICES	500.00	500.00	0.00	0.00	500.00	0.00
101-253-710.000	TRAINING	300.00	300.00	0.00	0.00	300.00	0.00
101-253-715.000	TREASURER SOC SEC	5,407.00	5,407.00	1,432.26	409.22	3,974.74	26.45

REVENUE AND EXPENDITURE REPORT FOR SUPERIOR TOWNSHIP
 PERIOD ENDING 03/31/2013

GL NUMBER	DESCRIPTION	2013 ORIGINAL BUDGET	2013 AMENDED BUDGET	END BALANCE 03/31/2013 NORM (ABNORM)	ACTIVITY FOR MONTH 03/31/2013 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 101 - GENERAL							
Expenditures							
101-253-715.050	DEPUTY TREASURER SOC SEC	2,766.00	2,766.00	805.45	223.09	1,960.52	29.12
101-253-715.055	TREAS ASSIST SOCIAL SEC	1,019.00	1,019.00	264.80	75.37	754.20	23.99
101-253-715.075	SOC SEC OTHER STAFF	0.00	0.00	0.00	0.00	0.00	0.00
101-253-716.000	TREASURER HEALTH/LIFE INSURANCE	1,436.00	1,436.00	344.28	112.62	1,091.72	23.97
101-253-716.001	TREASURER RETIREMENT HEALTH CARE	1,620.00	1,620.00	405.00	135.00	1,215.00	25.00
101-253-716.050	DEPUTY TREAS HEALTH/LIFE INSURANCE	20,703.00	20,703.00	1,649.81	52.71	19,053.19	7.97
101-253-716.051	DEPUTY RETIREMENT HEALTH	1,620.00	1,620.00	544.74	135.00	1,075.26	33.63
101-253-716.055	TREASURER'S ASSISTANT HEALTH/LIFE INSUR	2,419.00	2,419.00	757.67	248.88	1,621.33	32.98
101-253-716.076	TREASURER'S ASSISTANT RETIRE HEALTH	540.00	540.00	135.00	45.00	405.00	25.00
101-253-717.000	TREASURER TAXABLE BENEFITS	5,900.00	5,900.00	1,602.58	457.68	4,197.42	27.63
101-253-717.050	DEPUTY TREASURER TAXB BENEFITS	359.00	359.00	807.16	208.12	(449.16)	225.46
101-253-717.055	TREASURER ASSISTANT TAXB BENEFIT	261.00	261.00	0.00	0.00	261.00	0.00
101-253-718.000	TREASURER PENSION	5,515.00	5,515.00	1,484.88	424.25	4,030.12	26.92
101-253-718.050	DEPUTY TREASURER PENSION	3,073.00	3,073.00	730.73	229.50	2,342.27	23.78
101-253-718.055	TREASURER ASSISTANT PENSION	1,132.00	1,132.00	173.74	68.36	958.26	15.35
101-253-718.075	PENSION OTHER STAFF	0.00	0.00	0.00	0.00	0.00	0.00
101-253-740.000	OPERATING SUPPLIES	2,500.00	2,500.00	626.51	205.35	1,871.49	25.14
101-253-947.000	PROJECT COSTS--GENERAL	0.00	0.00	0.00	0.00	0.00	0.00
101-253-980.000	EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 253-TOWNSHIP TREASURER		170,713.00	170,713.00	42,558.84	11,752.83	129,154.16	24.93
Dept 258-COMPUTER SERVICE SUPPORT							
101-258-702.000	SALARY TECHNOLOGY ADMINISTRATOR	4,074.00	4,074.00	937.97	313.68	3,136.03	23.02
101-258-710.000	TRAINING	0.00	0.00	0.00	0.00	0.00	0.00
101-258-715.000	SOC SEC TECHNOLOGY ADMINISTRATOR	330.00	330.00	100.68	23.52	229.32	30.51
101-258-717.000	TAXB BENE TECHNOLOGY ADMIN	244.00	244.00	398.72	0.00	(152.72)	162.59
101-258-718.000	PENSION	407.00	407.00	0.00	0.00	407.00	0.00
101-258-740.000	OPERATING SUPPLIES/SMALL EQUIPMENT	8,000.00	8,000.00	694.31	189.56	7,315.69	8.55
101-258-901.000	PROFESSIONAL SERVICES	11,000.00	11,000.00	753.75	346.25	10,246.25	6.85
101-258-980.000	EQUIPMENT OVER \$5,000	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 258-COMPUTER SERVICE SUPPORT		24,055.00	24,055.00	2,873.43	866.81	21,181.57	11.95
Dept 265-BUILDINGS & GROUNDS							
101-265-702.000	SALARY BLDG MAINT COORDINATOR	14,346.00	14,346.00	3,564.00	1,104.00	10,482.00	26.93
101-265-703.000	CONTRACT SERVICES	1,500.00	1,500.00	364.00	299.00	1,136.00	24.27
101-265-707.000	PART-TIME WAGES	0.00	0.00	0.00	0.00	0.00	0.00
101-265-715.000	SOC SEC BUILD MAINT COORDINATOR	1,119.00	1,119.00	295.60	84.46	823.40	26.42
101-265-717.000	TAXABLE BENEFITS	287.00	287.00	0.00	0.00	287.00	0.00
101-265-718.000	PENSION BUILD MAINT COORDINATOR	1,463.00	1,463.00	386.40	110.40	1,076.60	26.41
101-265-740.000	OPERATING SUPPLIES	5,000.00	5,000.00	789.84	629.83	4,211.16	15.78
101-265-740.050	FURNITURE/SMALL EQUIP	0.00	0.00	0.00	0.00	0.00	0.00
101-265-860.000	TRANSPORTATION	0.00	0.00	0.00	0.00	0.00	0.00
101-265-919.000	TAXES-TWP PARCELS	0.00	0.00	0.00	0.00	0.00	0.00
101-265-920.000	UTILITIES	12,000.00	12,000.00	2,953.35	827.28	9,046.65	24.61
101-265-920.050	UTILITIES--STREET LIGHTING	3,300.00	3,300.00	0.00	0.00	3,300.00	0.00
101-265-920.075	DRAINS	20,000.00	20,000.00	0.00	0.00	20,000.00	0.00
101-265-930.000	REPAIR & MAINTENANCE	9,000.00	9,000.00	1,034.19	73.00	7,965.81	11.49
101-265-930.025	MAINTENANCE CHERPY HILL PRESV	0.00	0.00	0.00	0.00	0.00	0.00
101-265-976.000	BUILDING ADDITIONS & IMPRS.	30,000.00	30,000.00	0.00	0.00	30,000.00	0.00
101-265-978.000	BUILDINGS/LAND	0.00	0.00	0.00	0.00	0.00	0.00
101-265-980.000	EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00
101-265-980.050	EQUIPMENT UNDER \$5,000	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 265-BUILDINGS & GROUNDS		98,015.00	98,015.00	9,686.38	3,127.97	88,328.62	9.89

GL NUMBER	DESCRIPTION	2013 ORIGINAL BUDGET	2013 AMENDED BUDGET	END BALANCE 03/31/2013 NORM (ABNORM)	ACTIVITY FOR MONTH 03/31/2013 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 101 - GENERAL							
Expenditures							
Dept 266-SPECIAL PROJECTS							
101-266-947.000	PROJECT COSTS--GENERAL	0.00	0.00	0.00	0.00	0.00	0.00
101-266-947.001	LDEA CREATION	0.00	0.00	0.00	0.00	0.00	0.00
101-266-947.002	ORDINANCE COMPILATION	0.00	0.00	0.00	0.00	0.00	0.00
101-266-947.003	SIDEWALK REPLACEMENT TWP PORTION	0.00	0.00	0.00	0.00	0.00	0.00
101-266-947.006	ROUGE/HURON GENERAL PERMIT	0.00	0.00	0.00	0.00	0.00	0.00
101-266-947.007	HURON WATERSHED COUNCIL	745.00	745.00	0.00	0.00	745.00	0.00
101-266-947.009	ROUGE WATERSHED	0.00	0.00	0.00	0.00	0.00	0.00
101-266-947.010	EPSILANTI MEALS ON WHEELS	2,150.00	2,150.00	0.00	0.00	2,150.00	0.00
101-266-947.011	GROWTH MANAGEMENT PLAN	0.00	0.00	0.00	0.00	0.00	0.00
101-266-947.013	GEDDES NON-MOTOR TRAIL	0.00	0.00	0.00	0.00	0.00	0.00
101-266-947.014	NON-MOTORIZED TRAILS ACQUISITIONS	0.00	0.00	0.00	0.00	0.00	0.00
101-266-947.015	HARRIS ROAD NON-MOTOR TRAIL	0.00	0.00	0.00	0.00	0.00	0.00
101-266-947.017	CONSERVATION EASEMENT MONITORING	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 266-SPECIAL PROJECTS		2,895.00	2,895.00	0.00	0.00	2,895.00	0.00
Dept 277-CEMETERY							
101-277-777.000	CEMETERY UPKEEP	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
Total Dept 277-CEMETERY		1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
Dept 278-ORDINANCE ENFORCEMENT							
101-278-702.033	SALARY ORDINANCE OFFICER	8,700.00	8,700.00	2,545.54	720.60	6,154.46	29.26
101-278-702.088	SALARY ZONING OFFICIAL	6,893.00	6,893.00	1,855.77	530.22	5,037.23	26.92
101-278-703.000	CONTRACT SERVICES	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-278-703.025	CONTRACT LABOR SIDEWALKS	0.00	0.00	0.00	0.00	0.00	0.00
101-278-715.033	SOC SEC ORDINANCE OFFICER	705.00	705.00	194.73	55.12	510.27	27.62
101-278-715.088	SOC SEC ZONING OFFICER	538.00	538.00	121.68	40.56	416.32	22.62
101-278-717.000	ZONING OFFICIAL TAXABLE BENEFITS	138.00	138.00	0.00	0.00	138.00	0.00
101-278-717.075	ORD OFFICER TAXB BENEFIT	522.00	522.00	0.00	0.00	522.00	0.00
101-278-718.088	PENSION ZONING OFFICER	703.00	703.00	159.06	53.02	542.94	22.63
101-278-740.000	OPERATING SUPPLIES	100.00	100.00	0.00	0.00	100.00	0.00
101-278-743.000	DUMP CHARGES	0.00	0.00	0.00	0.00	0.00	0.00
101-278-801.000	PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
101-278-860.000	MILEAGE ORDINANCE OFFICER	1,800.00	1,800.00	443.95	165.67	1,356.05	24.66
Total Dept 278-ORDINANCE ENFORCEMENT		21,099.00	21,099.00	5,320.73	1,566.29	15,778.27	25.22
Dept 410-PLANNING DEPARTMENT							
101-410-702.000	SALARIES PLANNING COMMISSION	3,000.00	3,000.00	910.00	910.00	2,090.00	30.33
101-410-702.050	PLAN ADMIN SALARY	24,152.00	24,152.00	6,650.78	2,006.38	17,501.22	27.94
101-410-703.000	CONTRACT SERVICES	100.00	100.00	0.00	0.00	100.00	0.00
101-410-710.000	TRAINING	600.00	600.00	0.00	0.00	600.00	0.00
101-410-715.000	PLAN COMMISSION SOC SEC	230.00	230.00	69.46	69.46	160.54	30.23
101-410-715.050	PLAN ADMIN SOC SEC	1,939.00	1,939.00	504.47	150.60	1,434.53	26.02
101-410-716.050	PLAN ADMIN HEALTH/LIFE INSUR	3,629.00	3,629.00	1,002.15	373.31	2,626.85	27.62
101-410-716.051	PLAN ADMIN RETIRE HEALTH	810.00	810.00	202.50	67.50	607.50	25.00
101-410-717.050	PLAN ADMIN TAXB BENEFITS	1,207.00	1,207.00	74.31	0.00	1,132.69	6.16
101-410-718.050	PLAN ADMIN PENSION	2,535.00	2,535.00	669.79	196.92	1,865.21	26.38
101-410-718.075	PENSION OTHER STAFF	68.00	68.00	0.00	0.00	68.00	0.00
101-410-740.000	OPERATING SUPPLIES	500.00	500.00	0.00	0.00	500.00	0.00
101-410-801.000	PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
101-410-801.010	PROJECT PLANNING/STAGE1ENG COSTS	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
101-410-801.011	NON-PROJECT ENGINEERING COSTS	2,000.00	2,000.00	840.00	340.00	1,160.00	42.00
101-410-801.012	STAGE 2 ENG REVIEW COSTS	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00

REVENUE AND EXPENDITURE REPORT FOR SUPERIOR TOWNSHIP
 PERIOD ENDING 03/31/2013

GL NUMBER	DESCRIPTION	2013 ORIGINAL BUDGET	2013 AMENDED BUDGET	END BALANCE 03/31/2013 NORM (ABNORM)	ACTIVITY FOR MONTH 03/31/2013 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BODGT USED
Fund 101 - GENERAL							
Expenditures							
101-410-801.016	NON-PROJECT PLANNING COSTS	8,000.00	8,000.00	1,820.00	65.00	6,180.00	22.75
101-410-801.017	PROJECT LEGAL COSTS	0.00	0.00	0.00	0.00	0.00	0.00
101-410-801.020	PROJECT COSTS ABOVE BASE	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-410-801.021	MEETING COSTS PROJECT	700.00	700.00	0.00	0.00	700.00	0.00
101-410-801.050	PROFESSIONAL SERVICES-OTHER	0.00	0.00	0.00	0.00	0.00	0.00
101-410-900.000	PRINTING & PUBLISHING	0.00	0.00	37.50	37.50	(37.50)	100.00
Total Dept 410-PLANNING DEPARTMENT		9,700.00	9,700.00	12,779.95	4,416.67	40,690.04	23.90
Dept 411-ZONING BOARD OF APPEALS							
101-411-702.000	SALARIES	300.00	300.00	0.00	0.00	300.00	0.00
101-411-703.000	CONTRACT SERVICES	500.00	500.00	0.00	0.00	500.00	0.00
101-411-707.000	PART-TIME WAGES	0.00	0.00	0.00	0.00	0.00	0.00
101-411-710.000	TRAINING	100.00	100.00	0.00	0.00	100.00	0.00
101-411-715.000	SOCIAL SECURITY	23.00	23.00	0.00	0.00	23.00	0.00
101-411-801.000	PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
101-411-900.000	PRINTING & PUBLISHING	600.00	600.00	0.00	0.00	600.00	0.00
Total Dept 411-ZONING BOARD OF APPEALS		1,523.00	1,523.00	0.00	0.00	1,523.00	0.00
Dept 412-DESIGN REVIEW BOARD							
101-412-702.000	SALARIES	360.00	360.00	0.00	0.00	360.00	0.00
101-412-703.000	CONTRACT SERVICES	300.00	300.00	0.00	0.00	300.00	0.00
101-412-715.000	SOCIAL SECURITY	23.00	23.00	0.00	0.00	23.00	0.00
101-412-801.000	PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
101-412-900.000	PRINTING & PUBLISHING	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 412-DESIGN REVIEW BOARD		683.00	683.00	0.00	0.00	683.00	0.00
Dept 413-WETLANDS BOARD							
101-413-702.000	SALARIES	200.00	200.00	0.00	0.00	200.00	0.00
101-413-703.000	CONTRACT SERVICES	800.00	800.00	175.00	175.00	625.00	21.88
101-413-715.000	SOCIAL SECURITY	16.00	16.00	0.00	0.00	16.00	0.00
101-413-801.000	PROFESSIONAL SERVICES	500.00	500.00	0.00	0.00	500.00	0.00
101-413-900.000	PRINTING & PUBLISHING	200.00	200.00	0.00	0.00	200.00	0.00
Total Dept 413-WETLANDS BOARD		1,716.00	1,716.00	175.00	175.00	1,541.00	10.20
Dept 446-ROADS/NON-MOTORIZED TRAILS							
101-446-702.000	SALARIES	0.00	0.00	0.00	0.00	0.00	0.00
101-446-703.000	CONTRACT SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
101-446-715.000	SOCIAL SECURITY	0.00	0.00	0.00	0.00	0.00	0.00
101-446-866.000	ROAD MAINT	300,000.00	300,000.00	75,000.00	25,000.00	225,000.00	25.00
101-446-867.000	NON-MOTOR TRAILS MAINT	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
101-446-868.000	SPEC PROJECT- RESURFACE STEVENS DR.	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 446-ROADS/NON-MOTORIZED TRAILS		305,000.00	305,000.00	75,000.00	25,000.00	230,000.00	24.59
Dept 528-SOLID WASTE MANAGEMENT							
101-528-703.000	ROADSIDE TRASH REMOVAL	600.00	600.00	449.00	383.00	151.00	74.83
101-528-824.000	RECYCLING/HAZARDOUS WASTE	2,500.00	2,500.00	0.00	(100.00)	2,300.00	0.00
101-528-824.001	RECYCLING EDUCATION/GREEN FAIR	800.00	800.00	0.00	0.00	800.00	0.00
101-528-824.002	NEWSLETTER RECYCLING SECTION	700.00	700.00	0.00	0.00	700.00	0.00

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REVENUE AND EXPENDITURE REPORT FOR SUPERIOR TOWNSHIP

Page: 8/9

PERIOD ENDING 03/31/2013

GL NUMBER	DESCRIPTION	2013 ORIGINAL BUDGET	2013 AMENDED BUDGET	END BALANCE 03/31/2013 NORM (ABNORM)	ACTIVITY FOR MONTH 03/31/2013 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 101 - GENERAL							
Expenditures							
101-528-826.000	GARBAGE AND YARD WASTE TASS	4,500.00	4,500.00	1,050.00	0.00	3,450.00	23.33
101-528-828.000	REIMBURSEMENTS FOR DUMP USAGE	4,000.00	4,000.00	222.00	0.00	3,778.00	5.55
Total Dept 528-SOLID WASTE MANAGEMENT		13,100.00	13,100.00	1,721.00	289.00	11,379.00	13.14
Dept 550-TRANSPORTATION SYSTEM							
101-550-864.000	A.A.T.A. FIXED ROUTE	24,070.00	24,070.00	5,058.70	1,980.75	19,010.30	21.02
101-550-864.025	DEMAND RESPONSE	8,591.00	8,591.00	2,165.29	811.92	6,425.71	25.20
101-550-947.000	PROJECT COSTS--GENERAL	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 550-TRANSPORTATION SYSTEM		32,661.00	32,661.00	7,224.99	2,822.67	25,436.01	22.13
Dept 728-ECONOMIC DEVELOPMENT							
101-728-728.000	ECONOMIC DEVELOPMENT	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 728-ECONOMIC DEVELOPMENT		1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
Dept 890-CONTINGENCIES							
101-890-890.000	CONTINGENCIES	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
101-890-890.050	HEALTH INSURANCE INCREASES	0.00	0.00	0.00	0.00	0.00	0.00
101-890-895.000	BAD DEBT	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-890-955.000	MISC. EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00
101-890-965.000	TAX CHARGEBACKS	10,000.00	10,000.00	772.24	772.24	9,227.76	7.72
101-890-990.000	DEBT REPAYMENT	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 890-CONTINGENCIES		21,000.00	21,000.00	772.24	772.24	20,227.76	3.68
Dept 965-TRANSFER OF FUNDS							
101-965-964.000	TRANSFER TO LAW ENFORCEMENT	0.00	0.00	0.00	0.00	0.00	0.00
101-965-965.000	TRANSFER TO RESERVE FUND	57,923.00	57,923.00	0.00	0.00	57,923.00	0.00
101-965-965.050	TRANSFER ACCRUED COMP ABSENCES	0.00	0.00	0.00	0.00	0.00	0.00
101-965-965.051	TRANSFER TO NON-MOTORIZED TRAILS RESERV	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
Total Dept 965-TRANSFER OF FUNDS		62,923.00	62,923.00	0.00	0.00	62,923.00	0.00
Dept 966-TRANSFER OUT TO OTHER FUNDS							
101-966-754.000	TRANS OUT TO PARK FUND SPECIAL #1	0.00	0.00	0.00	0.00	0.00	0.00
101-966-755.000	TRANS OUT TO PARK FUND SPECIAL #2	0.00	0.00	0.00	0.00	0.00	0.00
101-966-966.000	PARK MAINTENANCE	227,957.00	227,957.00	56,989.23	18,996.41	170,967.77	25.00
101-966-966.001	TRANS OUT TO BLDG FUND	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 966-TRANSFER OUT TO OTHER FUNDS		227,957.00	227,957.00	56,989.23	18,996.41	170,967.77	25.00
TOTAL Expenditures		1,668,742.00	1,668,742.00	378,307.44	115,843.83	1,290,434.56	22.67
Fund 101:							
TOTAL REVENUES		1,668,742.00	1,668,742.00	409,275.44	135,303.24	1,259,466.56	24.53
TOTAL EXPENDITURES		1,668,742.00	1,668,742.00	378,307.44	115,843.83	1,290,434.56	22.67
NET OF REVENUES & EXPENDITURES		0.00	0.00	30,968.00	19,459.41	(30,968.00)	100.00

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REVENUE AND EXPENDITURE REPORT FOR SUPERIOR TOWNSHIP

Page: 9/9

PERIOD ENDING 03/31/2013

GL NUMBER	DESCRIPTION	2013 ORIGINAL BUDGET	2013 AMENDED BUDGET	END BALANCE 03/31/2013 NORM (ABNORM)	ACTIVITY FOR MONTH 03/31/2013 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% SDGT USED
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Fund 204 LEGAL DEFENSE FUND

GL Number	Description	Balance
*** Assets ***		
204-000-013.000	INTEREST BEARING CHECKING	171,752.69
204-000-013.015	CHECKING-NON INTEREST BEARING	0.00
204-000-026.000	A/R OTHER	0.00
204-000-031.001	A/R UNCOLLECTED CURRENT TAXES	4,538.67
204-000-068.000	A/R TAX FUND-COLLECTED TAXES	0.00
204-000-071.000	DUE FROM GENERAL FUND	0.00
		<hr/>
		176,291.36
		<hr/>
	Total Assets	176,291.36
*** Liabilities ***		
MISC LIABILITIES		
204-000-201.000	ACCOUNTS PAYABLE	0.00
204-000-205.001	DUE TO GENERAL FUND	0.00
204-000-287.000	DEFERRED REVENUE	68,883.97
204-000-287.001	DEFERRED REVENUE PILOT	0.00
		<hr/>
	MISC LIABILITIES	68,883.97
		<hr/>
	Total Liabilities	68,883.97
*** Fund Balance ***		
FUND BALANCE		
204-000-390.000	FUND BALANCE	(10,650.58)
		<hr/>
	FUND BALANCE	(10,650.58)
CAPITAL RESERVES		
204-000-390.001	RESTRICTED: DEBT SERVICE	118,057.97
		<hr/>
	CAPITAL RESERVES	118,057.97
		<hr/>
	Total Fund Balance	107,407.39
		<hr/>
	Beginning Fund Balance	107,407.39
		<hr/>
	Net of Revenue VS Expenditures	0.00
	Ending Fund Balance	107,407.39
	Total Liabilities And Fund Balance	176,291.36

Fund 224 HYUNDAI SAD FUND

GL Number	Description	Balance
*** Assets ***		
224-000-013.001	CHECKING--SPECIAL ASSESSMENT HYD ROAD	33,569.63
224-000-013.002	CHECKING-- BOND CONSTRUCTION HYD ROAD	0.00
224-000-015.050	CASH-CD-RESERVES	186,486.27
224-000-026.000	A/R OTHER	0.00
224-000-031.001	A/R UNCOLLECTED CURRENT TAXES	237,500.00
224-000-065.000	DUE FROM UTIL	0.00
224-000-066.000	A/R TAX FUND-COLLECTED TAXES	0.00
224-000-072.000	DUE FROM TRUST & AGENCY	0.00
		<hr/>
		457,555.90
	Total Assets	<hr/>
		457,555.90
*** Liabilities ***		
MISC LIABILITIES		
224-000-201.000	ACCOUNTS PAYABLE	0.00
224-000-208.000	DUE TO OTHERS	0.00
224-000-287.000	DEFERRED REVENUE	400,000.00
	MISC LIABILITIES	<hr/>
		400,000.00
	Total Liabilities	<hr/>
		400,000.00
*** Fund Balance ***		
FUND BALANCE		
224-000-390.000	FUND BALANCE RESTRICTED DEBT SERV	23,388.96
	FUND BALANCE	<hr/>
		23,388.96
CAPITAL RESERVES		
224-000-390.015	RESTRICTED REFUND DUE TO HYUNDAI IN 2018	186,486.27
	CAPITAL RESERVES	<hr/>
		186,486.27
	Total Fund Balance	<hr/>
		209,875.23
	Beginning Fund Balance	209,875.23
	Net of Revenues vs Expenditures	(152,319.33)
	Ending Fund Balance	57,555.90
	Total Liabilities And Fund Balance	457,555.90

REVENUE AND EXPENDITURE REPORT FOR SUPERIOR TOWNSHIP

PERIOD ENDING 03/31/2013

GL NUMBER	DESCRIPTION	2013 ORIGINAL BUDGET	2013 AMENDED BUDGET	END BALANCE 03/31/2013 NORM (ABNORM)	ACTIVITY FOR MONTH 03/31/2013 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BSGT USED
Fund 224 - HYUNDAI SAD FUND							
Revenues							
Dept 000-REVENUE							
224-000-402.002	SPECIAL ASSESSMENT HYUNDAI ROAD	162,500.00	162,500.00	0.00	0.00	162,500.00	0.00
224-000-664.000	INTEREST	80.00	80.00	5.67	0.00	74.33	7.09
224-000-664.050	INTEREST ON RESERVES	250.00	250.00	0.00	0.00	250.00	0.00
224-000-699.000	APPROPRIATION F/FUND BALANCE	0.00	0.00	0.00	0.00	0.00	0.00
224-000-699.004	TRANSFER FROM SAVINGS	3,202.00	3,202.00	0.00	0.00	3,202.00	0.00
224-000-699.005	PROCEEDS FROM DEBT	0.00	0.00	0.00	0.00	0.00	0.00
224-000-699.006	FEES FOR PREMIUM LEVEL BOND RATING	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 000-REVENUE		166,032.00	166,032.00	5.67	0.00	166,026.33	0.00
TOTAL Revenues		166,032.00	166,032.00	5.67	0.00	166,026.33	0.00
Expenditures							
Dept 228-CONSTRUCTION BOND DEBT							
224-228-730.000	CONSTRUCTION EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00
224-228-735.000	LEGAL EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00
224-228-736.000	FEES	0.00	0.00	0.00	0.00	0.00	0.00
224-228-801.000	PROFESSIONAL SERVICES	325.00	325.00	0.00	0.00	325.00	0.00
224-228-900.000	PRINTING & PUBLISHING	0.00	0.00	0.00	0.00	0.00	0.00
224-228-963.000	BANK FEES & CHARGES	0.00	0.00	0.00	0.00	0.00	0.00
224-228-963.055	TRANS TO SAVINGS	0.00	0.00	0.00	0.00	0.00	0.00
224-228-982.000	DEBT PRINCIPLE	135,000.00	135,000.00	135,000.00	135,000.00	0.00	100.00
224-228-983.000	DEBT INTEREST	30,707.00	30,707.00	17,325.00	17,325.00	13,382.00	56.42
Total Dept 228-CONSTRUCTION BOND DEBT		166,032.00	166,032.00	152,325.00	152,325.00	13,707.00	91.74
Dept 245-LEGAL DEFENSE							
224-245-801.000	PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 245-LEGAL DEFENSE		0.00	0.00	0.00	0.00	0.00	0.00
Dept 890-CONTINGENCIES							
224-890-895.000	DELT PERS PROF TAXES BAD DEBT	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 890-CONTINGENCIES		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL Expenditures		166,032.00	166,032.00	152,325.00	152,325.00	13,707.00	91.74
Fund 224:							
TOTAL REVENUES		166,032.00	166,032.00	5.67	0.00	166,026.33	0.00
TOTAL EXPENDITURES		166,032.00	166,032.00	152,325.00	152,325.00	13,707.00	91.74
NET OF REVENUES & EXPENDITURES		0.00	0.00	(152,319.33)	(152,325.00)	152,319.33	100.00

Fund 206 FIRE

GL Number	Description	Balance
*** Assets ***		
206-000-012.000	PETTY CASH	0.00
206-000-013.000	INTEREST BEARING CHECKING	1,401,074.96
206-000-013.025	COMERICA CHECKING ACCOUNT #2	203,543.92
206-000-013.050	DEPOSITS IN TRANSIT	0.00
206-000-015.000	CASH - CD	0.00
206-000-015.050	CASH-CD-RESERVES	0.00
206-000-016.000	CITIZENS MONEY MARKET	364,116.15
206-000-016.001	GOVT OF --CHECKING	0.00
206-000-016.025	OTHER ASSETS	0.00
206-000-016.050	INVESTMENT POOL	0.00
206-000-016.075	MUNICIPAL BONDS	0.00
206-000-017.000	COMERICA BOND MONEY MARKET	0.00
206-000-017.050	RESERVE MONEY MARKET	0.00
206-000-026.000	A/R OTHER	310.01
206-000-026.001	DUE FROM COBRA PARTICIPANTS	0.00
206-000-026.002	A/R ST JOSEPH HOSPITAL	50.00
206-000-027.000	HEALTH INSURANCE RETIRE CO-PAYS	0.00
206-000-029.000	ACCURED INTEREST RECEIVABLE	0.00
206-000-031.000	DELQ PERS PROP PRE 1997	0.00
206-000-031.001	A/R UNCOLLECTED CURRENT TAXES	154,780.81
206-000-031.003	DELQ PERS PROP/MANUHOUES 2003 ROLL	0.00
206-000-031.004	DELQ MANUHOUES/PERS PROP 2004 ROLL	0.00
206-000-031.005	1998 DELQ PERS PROPERTY TAX	0.00
206-000-031.006	1999 DELQ PERS PROPERTY	0.00
206-000-031.007	DELQ PERS 2000	0.00
206-000-031.008	2001 DELQ PERS PROP	0.00
206-000-031.009	DELQ PERS PROP 2002	0.00
206-000-049.000	DUE FROM FIRE RESERVE FUND	0.00
206-000-065.000	DUE FROM UTIL	0.00
206-000-068.000	DUE FROM TAX FUND-COLLECTED TAXES	0.00
206-000-070.000	DUE FROM PAYROLL FUND	8,892.83
206-000-071.000	DUE FROM GENERAL FUND	0.00
206-000-123.000	PRE-PAID EXPENSES MISC.	0.00
206-000-123.003	PREPAID DENTAL INSURANCE	0.00
206-000-123.050	PREPAID INSURANCE	44,481.76
		<u>2,177,250.34</u>
Total Assets		2,177,250.34
*** Liabilities ***		
MISC LIABILITIES		
206-000-201.000	ACCOUNTS PAYABLE	4,520.32
206-000-205.001	DUE TO GENERAL FUND	0.00
206-000-207.001	DUE TO FIRE RESERVE FUND	0.00
206-000-208.000	DUE TO OTHERS	0.00
206-000-225.000	MISC ACCRUED LIABILITIES	0.00
206-000-260.000	ACCRUED DEBT INTEREST	8,883.51
206-000-261.000	ACCRUED DEBT PRINCIPAL	17,678.76
206-000-283.000	DUE TO BUILDING FUND	0.00
206-000-284.000	DUE TO LAW FUND	0.00
206-000-285.000	DUE TO UTILITY FUND	0.00
206-000-286.033	DUE TO FIRE RESERVE FUND	0.00
206-000-286.050	DUE TO PARK FUND	0.00
206-000-287.000	DEFERRED REVENUE	1,202,510.50
206-000-287.001	DEFERRED REVENUE PILOT	6,022.99
206-000-287.002	DEFERRED REVENUE IFT TAXES	37,067.26
206-000-289.000	DUE TO PAYROLL FUND	7,526.92
	MISC LIABILITIES	<u>1,284,210.26</u>
Total Liabilities		1,284,210.26

Fund 206 FIRE

GL Number	Description	Balance
*** Fund Balance ***		
FUND BALANCE		
206-000-390.000	FUND BALANCE: RESTRICTED UNDESIGNATED	812,849.35
	FUND BALANCE	<u>812,849.35</u>
	Total Fund Balance	<u>812,849.35</u>
	Beginning Fund Balance	812,849.35
	Net of Revenues VS Expenditures	80,190.73
	Ending Fund Balance	893,040.08
	Total Liabilities And Fund Balance	2,177,250.34

FIRE FUND ACCCOUNTS PAYABLE TIE-OUT

March 2013

AMERICAN AQUA, INC.	WATER SOFTENER SALT	\$	53.05
CLASSIC T'S	GEAR BAG FOR NEW HIRE	\$	20.00
PAETEC	MARCH PHONES STATION 1	\$	122.36
RICOH AMERICAS CORPORATION	COPIER LEASE MARCH	\$	250.39
WITMER PUBLIC SAFETY GROUP, INC.	TURNOUT /HELMETS FOR NEW HIRES	\$	600.97
DTE ENERGY	GAS STATION #1 MARCH 2013 GAS	\$	702.40
DTE ENERGY	STATION #1 MARCH 2013 ELECTRIC	\$	878.27
DTE ENERGY	STATION #2 MARCH 2013 ELECTRIC	\$	656.65
CORRIGAN OIL COMPANY	DIESEL FUEL FOR APPARATUS	\$	722.09
WITMER PUBLIC SAFETY GROUP, INC.	HELMET LETTERING NEW HIRES STATION #1	\$	76.00
CUMMINS BRIDGEWAY, LLC	LITE ELEMENTS FOR E-11-1	\$	50.92
HURON VALLEY AMBULANCE	MARCH 2013 MONTHLY PAGER RENTAL	\$	65.45
NEXTEL	CELL PHONES MARCH 2013	\$	250.76
PAETEC	MARCH 2013 PHONES STATION #2	\$	71.01
	TOTAL OUTSTANDING A/P	\$	4,520.32

FIRE FUND		AS OF 3/31/13		SUMMARY OF VARIOUS ACCOUNTS	
G/L LINE NUMBER	ACCOUNT TOTAL	AMOUNT	DESCRIPTION		
206-000-026-000 DUE FROM OTHERS	\$ 310.01	\$ 310.01	DUE FROM PRIORITY SMITH COUPLE NOT FAMILY NOV 2012		
206-000-000-026-002 DUE FROM ST JOE	\$ 52.10	\$ 52.10	OVERPAYEMENT MERS #1 MARCH		
PREPAID INSURANCE 206-000-000-123-050	\$ 44,481.76	\$ 118.30	APRIL DENTAL INSUR RETIREES		
		\$ 894.71	APRIL DENTAL INSUR ACTIVE EMPLOYEES		
		\$ 205.39	APRIL VISION INSUR ACTIVE EMPLOYEES		
		\$ 35.08	APRIL VISION INSUR RETIREES		
		\$ 6,258.03	APRIL BCBC ACTIVE EMPLOYEES		
		\$ 1,195.36	APRIL BCBC INSUR RETIREES		
		\$ 90.80	APRIL LIFE INSUR		
		\$ 5,619.59	WORKERS COMP APRIL-JUNE 2012		
		\$ 18,064.50	MUNICIPAL APRIL-DEC		
		\$ 2,250.00	1ST Q HSA DEPOSIT RETIREES		
		\$ 9,750.00	1ST Q HSA DEPOSITS ACTIVE EMPLOYEES		
		\$ 44,481.76			
206-000-260-000 ACRUED DEBT INTEREST	\$ 8,883.51	\$ 2,961.17	JAN DEBT INTEREST		
		\$ 2,961.17	FEB DEBT INTEREST		
		\$ 2,961.17	MARCH DEBT INTEREST		
		\$ 8,883.51			
206-000-261-00 ACCRUED DEBT PRINCIPAL	\$ 17,678.76	\$ 5,892.92	JAN DEBT PRINCIPAL		
		\$ 5,892.92	FEB DEBT PRINCIPAL		
		\$ 5,892.92	MARCH DEBT PRINCIPAL		
		\$ 17,678.76			
DEFERRED REVENUE 206-000-287-000	\$ 1,202,510.50	\$ 1,202,510.50	2013 TAX REVENUE APRIL-DEC		

206-000-287-001	\$ 6,022.99	\$ 6,022.99	2013 PILOT REVENUE
DEFERRED REVENUE PILOT			
206-000-287-002	\$ 37,067.26	\$ 37,067.26	2013 IFT TAX REVENUE APRIL-DEC
DEFERRED REVENUE IFT TAXES			
206-000-289-000	\$ 7,559.14	\$ 5,640.32	MERS #1 MARCH
DUE TO PAYROLL FUND		\$ 568.82	JOHN HANCOCK MARCH
		\$ 1,350.00	HCPS MARCH
		\$ 7,559.14	

REVENUE AND EXPENDITURE REPORT FOR SUPERIOR TOWNSHIP

PERIOD ENDING 03/31/2013

GL NUMBER	DESCRIPTION	2013 ORIGINAL BUDGET	2013 AMENDED BUDGET	END BALANCE 03/31/2013 NORM (ABNORM)	ACTIVITY FOR MONTH 03/31/2013 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BOST USED
Fund 206 - FIRE							
Revenues							
Dept 000-REVENUE							
206-000-402.000	CURRENT REAL/ERS PROPERTY TAX	1,605,837.00	1,605,837.00	401,459.25	133,819.75	1,204,377.75	25.00
206-000-402.033	IFT TAXES	49,423.00	49,423.00	12,355.74	4,118.58	37,067.26	25.00
206-000-402.050	PILOT PROGRAM TAXES	6,120.00	6,120.00	0.00	0.00	6,120.00	0.00
206-000-403.000	PRIOR YEAR(S) TAX REVENUE	0.00	0.00	0.00	0.00	0.00	0.00
206-000-403.050	PRIOR YEARS DELQ PERS PROP	0.00	0.00	0.00	0.00	0.00	0.00
206-000-590.000	GRANTS	0.00	0.00	0.00	0.00	0.00	0.00
206-000-607.085	REIM FOR OUR LABOR COSTS	0.00	0.00	41,774.00	41,774.00	(41,774.00)	100.00
206-000-664.000	INTEREST	1,000.00	1,000.00	666.61	599.35	(666.61)	100.00
206-000-664.050	INTEREST ON RESERVES	0.00	0.00	140.22	45.78	859.78	14.02
206-000-664.225	CAPITALIZED BOND INTEREST	0.00	0.00	0.00	0.00	0.00	0.00
206-000-671.000	MISCELLANEOUS INCOME	0.00	0.00	0.00	0.00	0.00	0.00
206-000-671.001	RETIRE HEALTH INSURANCE CO-PAYS	1,650.00	1,650.00	0.00	0.00	0.00	0.00
206-000-671.075	INSUR REIMBURSEMENTS/DIVIDENDS	0.00	0.00	158.32	53.84	1,491.68	3.66
206-000-671.085	REFUNDS FROM PREVIOUS YEARS	0.00	0.00	0.00	0.00	0.00	0.00
206-000-671.100	DISPOSITION OF ASSETS	0.00	0.00	0.00	0.00	0.00	0.00
206-000-672.000	28 COBRA ADMIN FEES	0.00	0.00	0.00	0.00	0.00	0.00
206-000-695.000	FALSE ALARM CHARGES	1,000.00	1,000.00	0.00	0.00	0.00	0.00
206-000-695.050	DONATIONS	0.00	0.00	50.00	0.00	950.00	5.00
206-000-699.000	APPROPRIATION F/FUND BALANCE	0.00	0.00	0.00	0.00	0.00	0.00
206-000-699.025	APPROPRIATION FROM RESERVES	0.00	0.00	0.00	0.00	0.00	0.00
206-000-699.026	TRANS IN FROM GENL FUND	0.00	0.00	0.00	0.00	0.00	0.00
206-000-699.027	TRANS IN FROM LAW FUND	0.00	0.00	0.00	0.00	0.00	0.00
206-000-699.028	TRANS IN FROM FIRE RESERVE FUND	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 000-REVENUE		1,665,030.00	1,665,030.00	456,606.14	160,411.30	1,208,423.86	27.42
TOTAL Revenues		1,665,030.00	1,665,030.00	456,606.14	160,411.30	1,208,423.86	27.42
Expenditures							
Dept 266-SPECIAL PROJECTS							
206-266-947.017	GRANT EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 266-SPECIAL PROJECTS		0.00	0.00	0.00	0.00	0.00	0.00
Dept 336-FIRE OPERATIONS							
206-336-702.000	SALARIES FULL-TIME FIREFIGHTERS	496,403.00	496,403.00	126,472.21	35,662.56	369,930.79	25.48
206-336-702.001	STATE AUTHORIZED OVERTIME	42,185.00	42,185.00	10,493.34	2,836.56	31,691.66	24.87
206-336-702.002	OVERTIME-SICK	13,000.00	13,000.00	594.20	0.00	12,405.80	4.57
206-336-702.003	OVERTIME - VACATION	93,900.00	93,900.00	9,997.41	3,096.45	83,902.59	13.65
206-336-702.004	OVERTIME - CALLBACKS	13,250.00	13,250.00	6,607.86	1,643.84	6,642.14	49.87
206-336-702.005	OVERTIME- TRAINING, MISC, HOLIDAY	18,000.00	18,000.00	12,058.42	7,374.83	5,941.58	66.99
206-336-702.006	BASE SALARY CHIEF	40,921.00	40,921.00	11,015.20	3,147.20	29,905.80	26.92
206-336-702.007	ADDITIONAL HOURS CHIEF	8,000.00	8,000.00	1,888.32	295.05	6,111.68	23.60
206-336-702.008	FIRE MARSHAL BASE SALARY	23,035.00	23,035.00	7,681.80	1,945.55	15,353.20	33.35
206-336-702.009	ADDITIONAL HOURS FIRE MARSHAL	8,000.00	8,000.00	260.40	260.40	7,739.60	3.26
206-336-702.010	FIRE MARSHAL INKB BENEFIT	0.00	0.00	0.00	0.00	0.00	0.00
206-336-703.000	CONTRACT SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
206-336-707.000	SALARIES ON CALL STAFF	0.00	0.00	0.00	0.00	0.00	0.00
206-336-708.000	UNCLASSIFIED OVERTIME	0.00	0.00	0.00	0.00	0.00	0.00
206-336-710.000	TRAINING	12,000.00	12,000.00	566.88	566.88	(566.88)	100.00
206-336-715.000	SOC SECURITY FULL TIME STAFF	56,286.00	56,286.00	1,215.00	1,008.00	10,785.00	10.13
206-336-715.005	SOCIAL SECURITY-FIRE CHIEF	3,818.00	3,818.00	14,097.71	4,210.76	42,188.29	25.05
206-336-715.006	SOC SEC FIRE MARSHAL	2,446.00	2,446.00	1,093.09	306.71	2,724.91	28.63
206-336-715.075	SOC SEC ON-CALL STAFF	0.00	0.00	534.86	171.92	1,911.14	21.87
206-336-716.000	HEALTH/LIFE INSURANCE	145,900.00	145,900.00	83.00	0.00	(83.00)	100.00
				32,220.44	10,219.78	113,679.56	22.08

REVENUE AND EXPENDITURE REPORT FOR SUPERIOR TOWNSHIP

PERIOD ENDING 03/31/2013

GL NUMBER	DESCRIPTION	2013 ORIGINAL BUDGET	2013 AMENDED BUDGET	END BALANCE 03/31/2013 NORM (ABNORM)	ACTIVITY FOR MONTH 03/31/2013 INCR (DECR)	AVAILABLE BALANCE NCRM (ABNCRM)	% BGT USED
Fund 206 - FIRE							
Expenditures							
206-336-716.001	RETIREMENT HEALTH CARE PLAN	13,500.00	13,500.00	3,510.00	1,350.00	9,990.00	26.30
206-336-716.025	HEALTH INSUR-RETIRES	22,715.00	22,715.00	6,263.56	2,329.50	16,451.44	27.57
206-336-716.075	PRESCRIPTION REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00	0.00
206-336-717.000	TAXABLE BENEFITS EDUC/LONGEVITY	17,526.00	17,526.00	19,843.52	1,267.20	(2,317.52)	113.22
206-336-717.001	TAXABLE BENEFITS HEALTH INSUR OPT OUT	9,520.00	9,520.00	0.00	0.00	9,520.00	0.00
206-336-717.002	TAXB BENE UNIFORM ALLOWANCE	5,164.00	5,164.00	0.00	0.00	5,164.00	0.00
206-336-717.005	TAXABLE BENEFIT CHIEF	978.00	978.00	818.27	0.00	159.73	83.67
206-336-717.006	TAXB BENEFITS FIRE MARSHAL	931.00	931.00	134.40	0.00	796.60	14.44
206-336-717.033	BENEFIT TIME CASH OUTS	15,000.00	15,000.00	2,002.56	978.24	12,997.44	13.35
206-336-718.000	PENSION FULL TIME STAFF	69,424.00	69,424.00	19,990.70	5,640.32	49,433.30	28.90
206-336-718.005	PENSION-FIRE CHIEF	4,989.00	4,989.00	1,372.16	344.22	3,616.84	27.50
206-336-718.006	PENSION FIRE MARSHAL	3,197.00	3,197.00	607.68	224.60	2,589.32	25.26
206-336-719.000	PRIOR YR MISC LIABILITY	0.00	0.00	0.00	0.00	0.00	0.00
206-336-720.005	UNIFORM ALLOWANCE CHIEF	500.00	500.00	0.00	0.00	500.00	0.00
206-336-720.006	UNIFORM ALLOWANCE FIRE MARSHAL	500.00	500.00	0.00	0.00	500.00	0.00
206-336-721.000	FOOD ALLOWANCE	0.00	0.00	0.00	0.00	0.00	0.00
206-336-727.000	OFFICE SUPPLIES	700.00	700.00	0.00	0.00	700.00	0.00
206-336-740.000	OPERATING SUPPLIES	40,000.00	40,000.00	6,828.02	3,078.97	31,171.98	22.07
206-336-750.000	TURN-OUT GEAR	6,000.00	6,000.00	1,969.83	600.97	4,030.17	32.83
206-336-775.000	REPAIR & MAINTENANCE SUPPLIES	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
206-336-801.000	PROFESSIONAL SERVICES	5,200.00	5,200.00	1,875.00	1,410.00	3,325.00	36.06
206-336-801.025	PROF LEGAL FEES #1	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
206-336-801.050	PROF LEGAL FEES #2	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
206-336-803.000	PROFESSIONAL SERV.-ACCOUNTANT	10,000.00	10,000.00	2,499.99	833.33	7,500.01	25.00
206-336-850.000	TELECOMMUNICATIONS	30,000.00	30,000.00	6,237.95	2,506.66	21,762.05	27.46
206-336-851.000	INSURANCE & BONDS	50,000.00	50,000.00	12,517.98	3,943.25	37,482.02	25.04
206-336-860.000	TRANSPORTATION	5,000.00	5,000.00	432.86	0.00	4,567.14	8.66
206-336-860.050	MEALS, LODGING, PARKING, ETC.	1,000.00	1,000.00	487.00	273.00	513.00	49.70
206-336-890.000	FIRE PREVENTION EXPENDITURES	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00
206-336-920.000	UTILITIES	22,000.00	22,000.00	7,425.37	2,049.58	14,574.63	32.75
206-336-930.000	REPAIR & MAINTENANCE	50,000.00	50,000.00	6,752.96	162.80	43,247.04	13.51
206-336-954.000	EQUIPMENT RENTAL	2,992.00	2,992.00	751.17	250.39	2,240.83	25.11
206-336-957.000	BOOKS & PERIODICALS	600.00	600.00	32.85	0.00	567.15	5.46
206-336-958.000	MEMBERSHIPS & DUES	1,500.00	1,500.00	209.00	0.00	1,291.00	13.93
206-336-963.000	BANK FEES & CHARGES	0.00	0.00	13.67	0.00	(13.67)	100.00
206-336-976.000	BUILDING ADDITIONS & IMP.	0.00	0.00	0.00	0.00	0.00	0.00
206-336-978.000	BUILDINGS/LAND	0.00	0.00	0.00	0.00	0.00	0.00
206-336-980.000	EQUIPMENT	15,500.00	15,500.00	0.00	0.00	15,500.00	0.00
206-336-980.050	EQUIPMENT UNDER \$5,000	70,715.00	70,715.00	3,500.00	0.00	67,215.00	4.95
206-336-982.000	DEBT PRINCIPLE	35,534.00	35,534.00	17,678.76	5,892.92	17,855.24	49.75
206-336-983.000	DEBT INTEREST	0.00	0.00	8,883.51	2,961.17	(8,883.51)	100.00
Total Dept 336-FIRE OPERATIONS		1,492,349.00	1,492,349.00	373,718.91	108,888.61	1,118,630.09	25.04
Dept 890-CONTINGENCIES							
206-890-890.000	CONTINGENCIES	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
206-890-890.050	HEALTH INSURANCE INCREASES	0.00	0.00	0.00	0.00	0.00	0.00
206-890-895.000	BAD DEBT	0.00	0.00	0.00	0.00	0.00	0.00
206-890-955.000	MISC. EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00
206-890-995.000	TAX CHARGEBACKS	30,000.00	30,000.00	2,696.50	2,696.50	27,303.50	8.99
Total Dept 890-CONTINGENCIES		40,000.00	40,000.00	2,696.50	2,696.50	37,303.50	6.74
Dept 965-TRANSFER OF FUNDS							
206-965-965.000	TRANSFER TO GENERAL RESERVE	0.00	0.00	0.00	0.00	0.00	0.00
206-965-965.010	TRANS TO BLDG CONSTRUCT RESERVE	26,681.00	26,681.00	0.00	0.00	26,681.00	0.00
206-965-965.015	TRANSFER TO FB - TRUCK REPLACE	94,800.00	94,800.00	0.00	0.00	94,800.00	0.00

REVENUE AND EXPENDITURE REPORT FOR SUPERIOR TOWNSHIP

PERIOD ENDING 03/31/2013

GL NUMBER	DESCRIPTION	2013 ORIGINAL BUDGET	2013 AMENDED BUDGET	END BALANCE 03/31/2013 NORM (ABNORM)	ACTIVITY FOR MONTH 03/31/2013 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BUDG USED
Fund 206 - FIRE							
Expenditures							
206-965-965.020	TRANS TO FB RETIREMENT HEALTH	10,000.00	0.00	3.00	0.00	0.00	0.00
206-965-965.050	TRANSFER ACCRUED COMP ABSENCES	1,200.00	10,000.00	3.00	0.00	10,000.00	0.00
206-965-965.055	BOND PAYMENT RESERVE	0.00	1,200.00	0.00	0.00	1,200.00	0.00
Total Dept 965-TRANSFER OF FUNDS		132,681.00	132,681.00	0.00	0.00	132,681.00	0.00
TOTAL Expenditures		1,665,030.00	1,665,030.00	376,415.41	111,565.11	1,288,614.59	22.61
Fund 206:							
TOTAL REVENUES		1,665,030.00	1,665,030.00	456,606.14	180,411.30	1,208,423.86	27.42
TOTAL EXPENDITURES		1,665,030.00	1,665,030.00	376,415.41	111,565.11	1,288,614.59	22.61
NET OF REVENUES & EXPENDITURES		0.00	0.00	80,190.73	68,826.19	(80,190.73)	100.00

Fund 207 FIRE RESERVES FUND

GL Number	Description	Balance
*** Assots ***		
207-000-013.000	INTEREST BEARING CHECKING	175.00
207-000-013.033	CITIZENS ACCRD ABSO MONEY MKT	329,938.74
207-000-013.050	DEPOSITS IN TRANSIT	0.00
207-000-015.050	CASH-CD-RESERVES	0.00
207-000-016.000	CITIZENS MNY MKT GENL RES	398,303.42
207-000-016.004	CHASE BOND PAY BUS SAVINGS	110,550.00
207-000-016.005	CHASE BUS SAVING BLDG RESERVE	378,978.43
207-000-016.006	COMERICA TRUCK REPLACE COMM CHECKING	396,443.92
207-000-016.007	COMERICA BOND TRUCK REPLACE RESER	0.00
207-000-016.008	COMERICA TRUCK BOND RES MNY MKT	0.00
207-000-016.075	INVESTMENT POOL-RESERVE FUNDS	0.00
207-000-017.000	MONEY MARKET RESERVE CITIZENS	0.00
207-000-017.050	RESERVE MONEY MARKET-COMERICA	0.00
207-000-066.000	DUE FROM FIRE FUND	0.00
		<u>1,614,389.51</u>
Total Assets		<u>1,614,389.51</u>
*** Liabilities ***		
MISC LIABILITIES		
207-000-205.001	DUE TO GENERAL FUND	0.00
207-000-208.000	DUE TO OTHERS	0.00
207-000-286.000	DUE TO FIRE FUND	0.00
207-000-289.000	DUE TO PAYROLL FUND	4,476.09
MISC LIABILITIES		<u>4,476.09</u>
Total Liabilities		<u>4,476.09</u>
*** Fund Balance ***		
FUND BALANCE		
207-000-390.000	FUND BALANCE; RESTRICTED--UNDESIGNATED	175.00
FUND BALANCE		<u>175.00</u>
CAPITAL RESERVES		
207-000-393.000	RESTRICTED: GENERAL RESERVE	398,142.32
207-000-393.010	RESTRICTED: BUILD IMPROV RESERVE	378,796.38
207-000-393.015	RESTRICTED: TRUCK RESERVE	396,443.92
207-000-393.050	RESTRICTED: ACCR ABSENCES RESERVE	329,812.65
207-000-393.085	RESTRICTED: BOND PAYMENT RESERVE	110,496.80
CAPITAL RESERVES		<u>1,613,692.07</u>
Total Fund Balance		<u>1,613,867.07</u>
Beginning Fund Balance		1,613,867.07
Net of Revenues VS Expenditures		(3,953.65)
Ending Fund Balance		1,609,913.42
Total Liabilities And Fund Balance		1,614,389.51

REVENUE AND EXPENDITURE REPORT FOR SUPERIOR TOWNSHIP

PERIOD ENDING 03/31/2013

GL NUMBER	DESCRIPTION	2013 ORIGINAL BUDGET	2013 AMENDED BUDGET	END BALANCE 03/31/2013 NORM (ABNORM)	ACTIVITY FOR MONTH 03/31/2013 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BUDGT USED
Fund 207 - FIRE RESERVES FUND							
Revenues							
Dept 000-REVENUE							
207-000-583.000	TRANSFERS IN--REG FIRE FUND	132,681.00	132,681.00	0.00	0.00	132,681.00	0.00
207-000-664.050	INTEREST ON RESERVES	5,000.00	5,000.00	522.44	176.43	4,477.56	10.45
207-000-671.100	DISPOSITION OF ASSETS	0.00	0.00	0.00	0.00	0.00	0.00
207-000-699.025	APPROPRIATION FROM RESERVES	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 000-REVENUE		137,681.00	137,681.00	522.44	176.43	137,158.56	0.33
TOTAL Revenues		137,681.00	137,681.00	522.44	176.43	137,158.56	0.33
Expenditures							
Dept 337-RESERVE EXPENDITURES							
207-337-715.000	SOC SEC FOR BENEFIT DAY PAY-OFFS	0.00	0.00	318.09	0.00	(318.09)	100.00
207-337-717.000	TAXS BENEFITS/BENEFIT DAY PAYOFFS	0.00	0.00	4,158.00	0.00	(4,158.00)	100.00
207-337-718.000	PENSION FOR BENEFIT DAY PAY-OFFS	0.00	0.00	0.00	0.00	0.00	0.00
207-337-963.000	BANK FEES & CHARGES	0.00	0.00	0.00	0.00	0.00	0.00
207-337-978.000	BUILDINGS/LAND	0.00	0.00	0.00	0.00	0.00	0.00
207-337-980.000	EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 337-RESERVE EXPENDITURES		0.00	0.00	4,476.09	0.00	(4,476.09)	100.00
Dept 965-TRANSFER OF FUNDS							
207-965-965.000	TRANSFER TO GENERAL RESERVE	0.00	0.00	0.00	0.00	0.00	0.00
207-965-965.010	TRANS TO BLDG CONSTRUCT RESERVE	31,681.00	31,681.00	0.00	0.00	31,681.00	0.00
207-965-965.011	TRANS TO FIRE OPERATING FUND	0.00	0.00	0.00	0.00	0.00	0.00
207-965-965.015	TRANS TO TRUCK REPLACE RESERVE	94,800.00	94,800.00	0.00	0.00	94,800.00	0.00
207-965-965.050	TRANSFER ACCRUED COMP ABSENCES	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
207-965-965.055	TRANS TO BOND PAYMENT RESERVE	1,200.00	1,200.00	0.00	0.00	1,200.00	0.00
Total Dept 965-TRANSFER OF FUNDS		137,681.00	137,681.00	0.00	0.00	137,681.00	0.00
TOTAL Expenditures		137,681.00	137,681.00	4,476.09	0.00	133,204.91	3.25
Fund 207:							
TOTAL REVENUES		137,681.00	137,681.00	522.44	176.43	137,158.56	0.33
TOTAL EXPENDITURES		137,681.00	137,681.00	4,476.09	0.00	133,204.91	3.25
NET OF REVENUES & EXPENDITURES		0.00	0.00	(3,953.65)	176.43	3,953.65	100.00

Fund 219 STREET LIGHT FUND

GL Number	Description	Balance
*** Assets ***		
219-000-013.000	INTEREST BEARING CHECKING	52,558.58
219-000-013.050	DEPOSITS IN TRANSIT	0.00
219-000-015.000	GOVT OPERATING FUND	0.00
219-000-026.000	A/R OTHER	0.00
219-000-031.001	A/R UNCOLLECTED CURRENT TAXES	8,370.29
219-000-032.000	DUE FROM YPSI TOWNSHIP	0.00
219-000-068.000	A/R TAX FUND-COLLECTED TAXES	0.00
219-000-071.000	DUE FROM GENERAL FUND	0.00
		<u>60,928.87</u>
Total Assets		<u>60,928.87</u>
*** Liabilities ***		
MISC LIABILITIES		
219-000-201.000	ACCOUNTS PAYABLE	7,593.15
219-000-205.001	DUE TO GENERAL FUND	0.00
219-000-208.000	DUE TO OTHERS	0.00
219-000-287.000	DEFERRED REVENUE	0.00
		<u>7,593.15</u>
Total Liabilities		<u>7,593.15</u>
*** Fund Balance ***		
FUND BALANCE		
219-000-390.000	RESTRICTED: STREETLIGHTS	76,115.17
		<u>76,115.17</u>
CAPITAL RESERVES		
219-000-393.000	FUND BALANCE GENERAL RESERVE	0.00
		<u>0.00</u>
Total Fund Balance		<u>76,115.17</u>
Beginning Fund Balance		76,115.17
Net of Revenues VS Expenditures		(22,779.45)
Ending Fund Balance		53,335.72
Total Liabilities And Fund Balance		60,928.87

REVENUE AND EXPENDITURE REPORT FOR SUPERIOR TOWNSHIP

PERIOD ENDING 03/31/2013

GL NUMBER	DESCRIPTION	2013 ORIGINAL BUDGET	2013 AMENDED BUDGET	END BALANCE 03/31/2013 NORM (ABNORM)	ACTIVITY FOR MONTH 03/31/2013 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 219 - STREET LIGHT FUND							
Revenues							
Dept 000-REVENUE							
219-000-402.000	CURRENT REAL/PERS PROPERTY TAX	0.00	0.00	0.00	0.00	0.00	0.00
219-000-608.000	STREET LIGHT SPEC ASSESSMENT	87,834.00	87,834.00	0.00	3.00	87,834.00	0.00
219-000-664.000	INTEREST	0.00	0.00	0.00	3.00	0.00	0.00
219-000-671.000	MISCELLANEOUS INCOME	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 000-REVENUE		87,834.00	87,834.00	0.00	0.00	87,834.00	0.00
TOTAL Revenues		87,834.00	87,834.00	0.00	0.00	87,834.00	0.00
Expenditures							
Dept 223-STREETLIGHTS							
219-223-801.000	PROFESSIONAL SERVICES	500.00	500.00	0.00	0.00	500.00	0.00
219-223-801.050	PROFESSIONAL SERVICES-OTHER	228.00	228.00	0.00	0.00	228.00	0.00
219-223-920.050	UTILITIES-STREET LIGHTING	87,106.00	87,106.00	22,779.45	7,593.15	64,326.55	26.15
219-223-955.000	MISC. EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00
219-223-963.000	BANK FEES & CHARGES	0.00	0.00	0.00	0.00	0.00	0.00
219-223-965.000	TRANSFER TO RESERVE FUND	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 223-STREETLIGHTS		87,834.00	87,834.00	22,779.45	7,593.15	65,054.55	26.93
TOTAL Expenditures		87,834.00	87,834.00	22,779.45	7,593.15	65,054.55	26.93
Fund 219:							
TOTAL REVENUES		87,834.00	87,834.00	0.00	0.00	87,834.00	0.00
TOTAL EXPENDITURES		87,834.00	87,834.00	22,779.45	7,593.15	65,054.55	26.93
NET OF REVENUES & EXPENDITURES		0.00	0.00	(22,779.45)	(7,593.15)	22,779.45	100.00

Fund 220 SIDE STREET MAINTENANCE

GL Number	Description	Balance
*** Assets ***		
220-000-013.000	INTEREST BEARING CHECKING	24,048.67
220-000-026.000	A/R OTHER	0.00
220-000-031.001	A/R UNCOLLECTED CURRENT TAXES	41.48
220-000-068.000	A/R TAX FUND-COLLECTED TAXES	2,120.00
220-000-071.000	DUE FROM GENERAL FUND	0.00
		<u>26,210.07</u>
Total Assets		<u>26,210.07</u>
*** Liabilities ***		
MISC LIABILITIES		
220-000-201.000	ACCOUNTS PAYABLE	0.00
220-000-205.001	DUE TO GENERAL FUND	0.00
220-000-287.000	DEFERRED REVENUE	17,420.00
	MISC LIABILITIES	<u>17,420.00</u>
Total Liabilities		<u>17,420.00</u>
*** Fund Balance ***		
FUND BALANCE		
220-000-390.000	FUND BALANCE RESTRICTED	8,790.07
	FUND BALANCE	<u>8,790.07</u>
Total Fund Balance		<u>8,790.07</u>
Beginning Fund Balance		8,790.07
Net of Revenues VS Expenditures		0.00
Ending Fund Balance		8,790.07
Total Liabilities And Fund Balance		26,210.07

Fund 223 HEALTH INSURANCE FUND

GL Number	Description	Balance
*** Assets ***		
223-000-013.000	INTEREST BEARING CHECKING	46,273.53
223-000-025.000	A/R OTHER	1.00
223-000-062.000	DUE FROM BUILDING FUND	0.00
223-000-065.000	DUE FROM UTIL	0.00
223-000-066.000	DUE FROM FIRE FUND	0.00
223-000-069.000	DUE FROM PARK FUND	0.00
223-000-071.000	DUE FROM GENERAL FUND	0.00
		46,274.53
Total Assets		46,274.53
*** Liabilities ***		
MISC LIABILITIES		
223-000-201.000	ACCOUNTS PAYABLE	0.00
223-000-204.001	DUE TO BLUE CROSS BLUE SHIELD	0.00
223-000-204.002	DUE TO CONSUMERS LIFE INSUR	0.00
223-000-204.003	DUE TO DELTA DENTAL	0.00
223-000-204.004	DUE TO VISION SERVICE PLAN	24.33
223-000-204.006	DUE TO CHOICE STRATEGIES HSA	26,250.00
223-000-204.007	DUE REGARDING MEDICARE AGE PARTICIPANTS	0.00
223-000-205.001	DUE TO GENERAL FUND	20,000.00
223-000-208.000	DUE TO OTHERS	0.20
MISC LIABILITIES		46,274.53
Total Liabilities		46,274.53
*** Fund Balance ***		
FUND BALANCE		
223-000-390.000	FUND BALANCE (EXCLUDING RESERVES)	0.00
FUND BALANCE		0.00
Total Fund Balance		0.00
Beginning Fund Balance		0.00
Net of Revenues VS Expenditures		0.00
Ending Fund Balance		0.00
Total Liabilities And Fund Balance		46,274.53

SUMMARY OF VARIOUS ACCOUNTS			
HEALTH INSURANCE ACCOUNT			
AS OF 3/31/13			
G/L LINE NUMBER	ACCOUNT TOTAL	AMOUNT	DESCRIPTION
223-000-026-000	\$ 1.00	\$ 1.00	BANK FEE MARCH RE DEBT
DUE FPOM OTHERS			
223-000-062-000			
DUE FROM BUILDING FUND			
223-000-066-000			
DUE FROM FIRE FUND			
DUE FROM UTIL FUND			
223-000-065-000			
249-000-071-000			
DUE FROM GENERAL FUND			
223-000-204.006	\$ 26,250.00	\$ 26,250.00	1ST Q HAS DEPOSITS ALL FUNDS
DUE TO CHOICE STRATEGIES HSA			
223-000-204.007			
DUE REGARDING MEDICARE AGE PARTICIPANTS			
223-000-204.001			
DUE TO BLUE CROSS BLUE SHIELD			
223-000-204.002			
DUE TO CONSUMERS LIFE INSUR			
223-000-204.003			
DUE TO DELTA DENTAL			
223-000-204.004	\$ 24.33	\$ 24.33	MISTAKE APRIL UTIL VISION INSUR
DUE TO VISION SERVICE PLAN			
223-000-204.005			

DUE TO CONSUMERS LIFE INSUR			
223-000-205.001	\$ 20,000.00	\$ 20,000.00	LOAN TO START FUND
DUE TO GENERAL FUND			
223-000-208.000	\$ 0.20	\$ 0.20	BANK ERROR IN OUR FAVOR 3/13 DEPOSIT
DUE TO OTHERS			

Fund 249 BLDG

GL Number	Description	Balance
*** Assets ***		
249-000-012.000	PETTY CASH	100.00
249-000-013.000	INTEREST BEARING CHECKING	17,912.89
249-000-013.050	DEPOSITS IN TRANSIT	0.00
249-000-015.000	CASH - CD	0.00
249-000-015.050	CASH-CD-RESERVES	19,512.73
249-000-016.050	BUSINESS COMM CHECKING	250,978.10
249-000-016.075	INVESTMENT POOL-RESERVE FUNDS	0.00
249-000-017.050	RESERVE MONEY MARKET COMERICA	0.00
249-000-026.000	A/R OTHER	0.00
249-000-029.000	ACCURED INTEREST RECEIVABLE	0.00
249-000-066.000	DUE FROM FIRE FUND	0.00
249-000-067.000	DUE FROM LAW FUND	0.00
249-000-070.000	DUE FROM PAYROLL FUND	0.00
249-000-071.000	DUE FROM GENERAL FUND	623.60
249-000-072.000	DUE FROM TRUST & AGENCY	0.00
249-000-123.000	PRE-PAID EXPENSES MISC.	0.00
249-000-123.050	PREPAID INSURANCE	2,860.50
249-371-026.000	A/R OTHER	0.00
		<u>292,008.02</u>
Total Assets		<u>292,008.02</u>
*** Liabilities ***		
MISC LIABILITIES		
249-000-201.000	ACCOUNTS PAYABLE	460.00
249-000-201.100	DUE TO TRUST & AGENCY FUND	0.00
249-000-205.001	DUE TO GENERAL FUND	4,327.73
249-000-208.000	DUE TO OTHERS	0.00
249-000-289.000	DUE TO PAYROLL FUND	1,051.90
	MISC LIABILITIES	<u>5,839.63</u>
Total Liabilities		<u>5,839.63</u>
*** Fund Balance ***		
FUND BALANCE		
249-000-390.000	FUND BALANCE (EXCLUDING RESERVES)	43,129.66
	FUND BALANCE	<u>43,129.66</u>
CAPITAL RESERVES		
249-000-393.000	FUND BALANCE GENERAL RESERVE	269,859.03
249-000-393.050	FB RESERVED ACCRUED ABSENCES	630.86
	CAPITAL RESERVES	<u>270,489.89</u>
Total Fund Balance		<u>313,619.55</u>
Beginning Fund Balance		313,619.55
Net of Revenues VS Expenditures		(27,451.16)
Ending Fund Balance		286,168.39
Total Liabilities And Fund Balance		292,008.02

BUILDING FUND ACCCOUNTS PAYABLE TIE-OUT
March 2013

EDWIN MANIER	MARCH ELECTRICAL INSPECTIONS	\$	360.00
MECHANICAL INSPECTORS ASSOC. OF MI	SPRING TRAINGIN CONFERENCE	\$	100.00
	TOTAL OUTSTANDING A/P	\$	460.00

SUMMARY OF VARIOUS ACCOUNTS			
BUILDING FUND			
AS OF 3/31/13			
G/L LINE NUMBER	ACCOUNT TOTAL	AMOUNT	DESCRIPTION
249-000-071-000	\$ 623.80	\$ 623.80	RICK COST SPLIT MARCH
DUE FROM GENERAL FUND			
249-000-123-000			
PRE PAID EXPENSES			
PREPAID INSURANCE	\$ 2,880.50	\$ 24.33	APRIL VISION INSUR
249-000-000-123-050		\$ 76.94	APRIL DENTAL INSUR
		\$ 960.98	APRIL PRIORITY INSUR
		\$ 11.35	APRIL LIFE INSUR
		\$ 306.90	WORKERS COMP APRIL-JUNE 13
		\$ 1,500.00	1ST Q HSA DEPOSIT
		\$ 2,880.50	
249-000-205-001	\$ 4,327.64	\$ 1,207.11	% OF OVERHEAD MARCH
DUE TO GEN FUND		\$ 1,269.60	% OF OVERHEAD FEB
		\$ 1,850.93	% OF OVERHEAD JAN
		\$ 4,327.64	
249-000-289-000	1051.9	\$ 716.52	MARCH JOHN HANCOCK
DUE TO PAYROLL		\$ 135.00	MARCH HCSP
		\$ 200.38	UNDERPAYMENT FEB JOHN HANCOCK
		\$ 1,051.90	

REVENUE AND EXPENDITURE REPORT FOR SUPERIOR TOWNSHIP

PERIOD ENDING 03/31/2013

GL NUMBER	DESCRIPTION	2013 ORIGINAL BUDGET	2013 AMENDED BUDGET	END BALANCE 03/31/2013 NORM (ABNORM)	ACTIVITY FOR MONTH 03/31/2013 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BODGT USED
Fund 249 - BODG							
Revenues							
Dept 000-REVENUE							
249-000-606.000	PRINTED MATERIALS SALES	0.00	0.00	0.00	0.00	0.00	0.00
249-000-607.085	REIMBURSEMENTS FOR OUR LABOR COSTS	0.00	0.00	0.00	0.00	0.00	0.00
249-000-610.000	CHARGES FOR SERVICES	150,000.00	150,000.00	20,649.50	2,861.00	129,350.50	13.77
249-000-610.035	TEMP OCCUP ADMIN FEES	0.00	0.00	0.00	0.00	0.00	0.00
249-000-610.075	106 INSPECTION REVENUE	0.00	0.00	0.00	0.00	0.00	0.00
249-000-660.000	FINES	5.00	0.00	0.00	0.00	0.00	0.00
249-000-664.000	INTEREST	0.00	0.00	0.00	0.00	0.00	0.00
249-000-664.050	INTEREST ON RESERVES	200.00	200.00	0.94	0.00	199.06	0.47
249-000-671.000	MISCELLANEOUS INCOME	0.00	0.00	0.00	0.00	0.00	0.00
249-000-671.050	PENSION/HCSE/INSUR REFUNDS	0.00	0.00	0.00	0.00	0.00	0.00
249-000-671.075	INSURANCE REIMBURSEMENTS/DIVIDENDS	0.00	0.00	0.00	0.00	0.00	0.00
249-000-671.100	DISPOSITION OF ASSETS	0.00	0.00	0.00	0.00	0.00	0.00
249-000-699.000	APPROPRIATION F/FUND BALANCE	0.00	0.00	0.00	0.00	0.00	0.00
249-000-699.001	TRANS IN FROM GENL FUND	0.00	0.00	0.00	0.00	0.00	0.00
249-000-699.025	APPROPRIATION FROM RESERVES	30,443.00	30,443.00	0.00	0.00	30,443.00	0.00
249-000-999.999	OTHER SOURCES OF INCOME	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 000-REVENUE		180,643.00	180,643.00	20,650.44	2,861.00	159,992.56	11.43
TOTAL Revenues		180,643.00	180,643.00	20,650.44	2,861.00	159,992.56	11.43
Expenditures							
Dept 371-SAFETY INSPECTION							
249-371-202.000	ACCOUNTING/HR	7,658.00	7,658.00	2,005.71	568.50	5,652.29	26.19
249-371-259.000	COMPUTER SUPPORT/EQUIP	2,400.00	2,400.00	281.55	84.94	2,118.42	11.73
249-371-265.000	BLDG MAINT/REPAIR/UTIL	4,800.00	4,800.00	933.02	306.54	3,866.98	19.44
249-371-702.000	SALARY BUILDING OFFICIAL	86,285.00	86,285.00	23,221.87	6,534.82	63,063.13	26.91
249-371-702.050	SALARY BUILD SECRETARY	17,959.00	17,959.00	3,521.25	0.00	14,437.75	19.61
249-371-703.000	CONTRACT SERVICES	6,000.00	6,000.00	1,850.00	640.00	4,150.00	30.83
249-371-710.000	TRAINING	500.00	500.00	100.00	100.00	400.00	20.00
249-371-715.000	BUILDING OFFICIAL SOC SEC	6,742.00	6,742.00	1,929.66	498.14	4,813.34	28.61
249-371-715.050	BUILD SECRETARY SOCIAL SEC	1,430.00	1,430.00	293.09	0.00	1,136.91	30.50
249-371-716.000	BUILD OFFICIAL HEALTH/LIFE INSUR	16,316.00	16,316.00	4,462.36	1,615.58	11,853.64	27.35
249-371-716.001	BUILDING OFFICIAL RETIRE HEALTH	1,620.00	1,620.00	270.00	135.00	1,350.00	16.67
249-371-716.050	BUILD SECRETARY HEALTH/ LIFE INSUR	3,773.00	3,773.00	1,002.15	373.31	2,770.85	26.56
249-371-716.051	BUILD SECRETARY RETIRE HEALTH	810.00	810.00	135.00	0.00	675.00	16.67
249-371-717.000	BUILDING OFFICIAL TANB BENEFITS	1,846.00	1,846.00	2,225.67	20.00	(379.67)	120.37
249-371-717.050	BUILD SECRETARY TAXABLE BENEFITS	359.00	359.00	366.21	0.00	(7.21)	102.01
249-371-718.000	BUILDING OFFICIAL PENSION	8,814.00	8,814.00	2,564.34	663.50	6,249.66	29.09
249-371-718.045	ASSISTANT INSPECTOR PENSION	0.00	0.00	0.00	0.00	0.00	0.00
249-371-718.050	BUILD SECRETARY PENSION	1,870.00	1,870.00	318.34	0.00	1,551.66	17.02
249-371-719.000	PRIOR YR MISC LIABILITY	0.00	0.00	0.00	0.00	0.00	0.00
249-371-727.000	OFFICE SUPPLIES	200.00	200.00	0.00	0.00	200.00	0.00
249-371-727.050	POSTAGE	300.00	300.00	262.52	4.48	37.48	87.51
249-371-740.000	OPERATING SUPPLIES	200.00	200.00	393.09	70.09	(193.09)	196.55
249-371-740.050	FURNITURE/SMALL EQUIP	0.00	0.00	0.00	0.00	0.00	0.00
249-371-801.000	PROFESSIONAL SERVICES	3,200.00	3,200.00	612.89	63.12	2,587.11	19.15
249-371-801.025	PROF LEGAL FEES	0.00	0.00	0.00	0.00	0.00	0.00
249-371-850.000	TELECOMMUNICATIONS	600.00	600.00	132.02	42.70	467.98	22.00
249-371-851.000	INSURANCE & BONDS	3,200.00	3,200.00	876.14	245.57	2,323.86	27.38
249-371-860.000	TRANSPORTATION	1,000.00	1,000.00	238.55	65.53	761.45	23.86
249-371-860.050	MEALS, LODGING, PARKING, ETC.	100.00	100.00	0.00	0.00	100.00	0.00
249-371-900.000	PRINTING & PUBLISHING	200.00	200.00	0.00	0.00	200.00	0.00
249-371-920.000	UTILITIES	0.00	0.00	0.00	0.00	0.00	0.00
249-371-930.000	REPAIR & MAINTENANCE OTHER	1,000.00	1,000.00	67.14	25.52	932.86	6.71
249-371-964.000	EQUIPMENT RENTAL	461.00	461.00	0.00	0.00	461.00	0.00

REVENUE AND EXPENDITURE REPORT FOR SUPERIOR TOWNSHIP

PERIOD ENDING 03/31/2013

GL NUMBER	DESCRIPTION	2013 ORIGINAL BUDGET	2013 AMENDED BUDGET	END BALANCE 03/31/2013 NORM (ABNORM)	ACTIVITY FOR MONTH 03/31/2013 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDDT USED
Fund 249 - BLDG							
Expenditures							
249-371-957.000	BOOKS & PERIODICALS	500.00	500.00	0.00	0.00	500.00	0.00
249-371-958.000	MEMBERSHIPS & DUES	500.00	500.00	40.00	40.00	460.00	8.00
249-371-963.000	BANK FEES & CHARGES	0.00	0.00	0.00	0.00	0.00	0.00
249-371-965.010	TRANS TO BLDG CONSTRUCT FUND	0.00	0.00	0.00	0.00	0.00	0.00
249-371-960.000	EQUIPMENT OVER \$5,000	0.00	0.00	0.00	0.00	0.00	0.00
249-371-980.050	EQUIPMENT UNDER \$5,000	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 371-SAFETY INSPECTION		180,643.00	180,643.00	48,101.60	12,197.34	132,541.40	26.63
Dept 372-CONSTRUCTION BOARD OF APPEALS							
249-372-703.000	CONTRACT SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
249-372-707.000	PART-TIME WAGES	0.00	0.00	0.00	0.00	0.00	0.00
249-372-715.000	SOCIAL SECURITY	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 372-CONSTRUCTION BOARD OF APPEALS		0.00	0.00	0.00	0.00	0.00	0.00
Dept 890-CONTINGENCIES							
249-890-890.000	CONTINGENCIES	0.00	0.00	0.00	0.00	0.00	0.00
249-890-890.050	HEALTH INSURANCE INCREASES	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 890-CONTINGENCIES		0.00	0.00	0.00	0.00	0.00	0.00
Dept 965-TRANSFER OF FUNDS							
249-965-965.300	TRANSFER TO RESERVE FUND	0.00	0.00	0.00	0.00	0.00	0.00
249-965-965.020	TRANS TO FB RETIREMENT HEALTH	0.00	0.00	0.00	0.00	0.00	0.00
249-965-965.050	TRANSFER ACCRUED COMP ABSENCES	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 965-TRANSFER OF FUNDS		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL Expenditures		180,643.00	180,643.00	48,101.60	12,197.34	132,541.40	26.63
Fund 249:							
TOTAL REVENUES		180,643.00	180,643.00	20,550.44	2,861.00	159,992.56	11.43
TOTAL EXPENDITURES		180,643.00	180,643.00	48,101.60	12,197.34	132,541.40	26.63
NET OF REVENUES & EXPENDITURES		0.00	0.00	(27,451.16)	(9,336.34)	27,451.16	100.00

Fund 266 LAW ENFORCEMENT FUND

GL Number	Description	Balance
*** Assets ***		
266-000-013.000	INTEREST BEARING CHECKING	813,083.33
266-000-013.025	LAW FUND RESV COMERICA CHECKING	332,406.33
266-000-013.050	DEPOSITS IN TRANSIT	0.00
266-000-015.000	CASH - CD	0.00
266-000-015.050	CASH-CD-RESERVES	0.00
266-000-016.000	RESERVE GOVT OPERATING FUND CHASE	251,379.98
266-000-016.025	OTHER ASSETS	0.00
266-000-016.050	MUNICIPAL BONDS	0.00
266-000-017.000	MUNICIPAL BONDS MONEY MKT	0.00
266-000-026.000	A/R OTHER	0.00
266-000-026.025	BANK CHARGE REFUNDS/ERRORS DUE	0.00
266-000-026.050	A/R FINES AND FORFEITS	6,692.42
266-000-031.000	DELQ PERS PROP PRE 1997	0.00
266-000-031.001	A/R UNCOLLECTED CURRENT TAXES	116,314.46
266-000-031.003	DELQ MANUHOMES/PERS PROP 2003 ROLL	0.00
266-000-031.004	DELQ MANUHOMES/PERS PROP 2004 ROLL	0.00
266-000-031.005	1998 DELQ PERS PROPERTY TAX	0.00
266-000-031.006	1999 DELQ PERS PROPERTY	0.00
266-000-031.007	DELQ PERS 2000	0.00
266-000-031.008	2001 DELQ PERS PROP	0.00
266-000-031.009	DELQ PERS PROP 2002	0.00
266-000-036.000	A/R - SYCAMORE REG PATROLS	8,040.80
266-000-036.001	A/R - DANBURY REG PATROLS	0.00
266-000-037.000	A/R ST JOE HOSPITAL DEPUTY CHARGE	9,506.25
266-000-068.000	DUE FROM TAX FUND-COLLECTED TAXES	0.00
266-000-071.000	DUE FROM GENERAL FUND	0.00
266-000-123.000	PRE-PAID EXPENSES MISC.	0.00
266-000-123.050	PREPAID INSURANCE	900.00
		<u>1,538,323.57</u>
Total Assets		<u>1,538,323.57</u>
*** Liabilities ***		
MISC LIABILITIES		
266-000-201.000	ACCOUNTS PAYABLE	7,381.59
266-000-205.001	DUE TO GENERAL FUND	0.00
266-000-206.025	2000 UTIL DEPREC TAX CHARGESAK	0.00
266-000-206.050	DUE TO MANULIFE-EMPLOYER	0.00
266-000-208.000	DUE TO OTHERS	0.00
266-000-225.000	MISC ACCRUED LIABILITIES	0.00
266-000-283.000	DUE TO BUILDING FUND	0.00
266-000-286.000	DUE TO FIRE FUND	0.00
266-000-287.000	DEFERRED REVENUE	902,266.56
266-000-287.001	DEFERRED REVENUE PILOT	4,522.53
266-000-287.002	DEFERRED REVENUE IFT TAXES	27,676.49
266-000-287.050	DEFERRED REVENUE MISC	0.00
266-000-289.000	DUE TO PAYROLL FUND	0.00
MISC LIABILITIES		<u>941,847.17</u>
Total Liabilities		<u>941,847.17</u>
*** Fund Balance ***		
FUND BALANCE		
266-000-390.000	RESTRICTED ASSIGNED 2012 BUDGET DEFICIT	19,339.63
FUND BALANCE		<u>19,339.63</u>
CAPITAL RESERVES		
266-000-393.000	RESTRICTED: DESIGNATED- GENL RESERVE	583,782.79

Fund 266 LAW ENFORCEMENT FUND

GL Number	Description	Balance
*** Fund Balance ***		
	CAPITAL RESERVES	583,782.79
	Total Fund Balance	603,122.42
	Beginning Fund Balance	603,122.42
	Net of Revenue vs Expenditures	(6,646.02)
	Ending Fund Balance	596,476.40
	Total Liabilities And Fund Balance	1,538,323.57

LAW FUND ACCCOUNTS PAYABLE TIE-OUT
March 2013

DTE ENERGY	MARCH 13 ELECTRIC LAW	442.77
STEFANI CARTER J.D. P.C.	MARCH LEGAL SERVICES	882.75
WASHTENAW COUNTY TREASURER	MARCH SHERIFF'S OVERTIME	6,056.07
	TOTAL OUTSTANDING A/P	7,381.59

LAW FUND	AS OF 3/31/13		SUMMARY OF VARIOUS ACCOUNTS
G/L LINE NUMBER	ACCOUNT TOTAL	AMOUNT	DESCRIPTION
266-000-026-050 A/R FINES AND FORFEITS	\$ 6,692.42	\$ 6,692.42	MARCH FINES
266-000-036-000 A/R SYCAMORE REG PATROLS	\$ 8,040.80	\$ 8,040.80	MARCH REG PATROLS
266-000-037-000 A/R ST JOE HOSPITAL DEPUTY CHARGE	\$ 9,506.25	\$ 9,506.25	MARCH SHERIFF'S DEPUTY CHARGE
266-000-036-001 A/R DANBURY REG PATROLS			
266-000-031-000 A/R UNCOLLECTED 2011 TAX REVENUE			
PREPAID INSURANCE 206-000-123-050	\$ 900.00	\$ 900.00	MUNICIPAK APRIL-DEC
206-000-287-000 DEFERRED REVENUE	\$ 902,266.56	\$ 902,266.56	APRIL-DEC TAX REVENUE
206-000-287-001 DEFERRED REVENUE PILOT	\$ 4,522.53	\$ 4,522.53	2013 PILOT REVENUE
206-000-287-002 DEFERRED REVENUE IFT TAXES	\$ 27,676.49	\$ 27,676.49	APRIL-DEC IFT TAX REVENUE
206-000-289-000 DUE TO PAYROLL FUND			

REVENUE AND EXPENDITURE REPORT FOR SUPERIOR TOWNSHIP

PERIOD ENDING 03/31/2013

GL NUMBER	DESCRIPTION	2013 ORIGINAL BUDGET	2013 AMENDED BUDGET	END BALANCE 03/31/2013 NORM (ABNCRM)	ACTIVITY FOR MONTH 03/31/2013 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% EDGT USED
Fund 266 - LAW ENFORCEMENT FUND							
Revenues							
Dept 000-REVENUE							
266-000-402.000	CURRENT REAL/PERS PROPERTY TAX	1,204,373.00	1,204,373.00	301,094.49	100,364.83	903,283.51	25.00
266-000-402.033	IFT TAXES	36,902.00	36,902.00	9,225.51	3,075.17	27,676.49	25.00
266-000-402.050	PILOT PROGRAM TAXES	4,482.00	4,482.00	0.00	0.00	4,482.00	0.00
266-000-403.000	PRIOR YEAR(S) TAX REVENUE	0.00	0.00	0.00	0.00	0.00	0.00
266-000-403.050	PRIOR YEARS DELQ PERS PROP	0.00	0.00	0.00	0.00	0.00	0.00
266-000-559.000	ECCBC GRANT	0.00	0.00	0.00	0.00	0.00	0.00
266-000-560.000	COMMUNITY FOUNDATION GRANT	0.00	0.00	0.00	0.00	0.00	0.00
266-000-582.000	GENERAL FUND CONTRIBUTION	0.00	0.00	0.00	0.00	0.00	0.00
266-000-660.000	FINES & FORFEITS	30,000.00	30,000.00	15,785.24	6,695.42	14,214.76	52.62
266-000-661.000	SYCAMORE REG LAW ENFORCEMENT	96,489.00	96,489.00	24,122.40	8,640.80	72,366.60	25.00
266-000-661.025	SYCAMORE SUMMER DEPUTY	0.00	0.00	0.00	0.00	0.00	0.00
266-000-661.050	DANBURY REG LAW ENFORCEMENT	55,611.00	55,611.00	13,902.60	4,634.20	41,708.40	25.00
266-000-661.051	DANBURY SUMMER DEPUTY	0.00	0.00	0.00	0.00	0.00	0.00
266-000-661.075	ST JOSEPH HOSPITAL LAW ENFORCEMENT	114,075.00	114,075.00	37,930.88	9,506.25	76,144.12	33.25
266-000-664.000	INTEREST	50.00	50.00	0.00	0.00	50.00	0.00
266-000-664.050	INTEREST ON RESERVES	1,300.00	1,300.00	0.00	0.00	1,300.00	0.00
266-000-670.000	RENTAL INCOME	0.00	0.00	0.00	0.00	0.00	0.00
266-000-671.000	MISCELLANEOUS INCOME	0.00	0.00	0.00	0.00	0.00	0.00
266-000-671.033	NEIGHBORHOOD WATCH SIGN SALES	0.00	0.00	0.00	0.00	0.00	0.00
266-000-671.085	REFUNDS FROM PREVIOUS YEARS	0.00	0.00	0.00	0.00	0.00	0.00
266-000-694.000	OTHER INCOME	0.00	0.00	0.00	0.00	0.00	0.00
266-000-695.000	FALSE ALARM CHARGES	4,000.00	4,000.00	1,130.00	150.00	2,870.00	28.25
266-000-695.050	DONATIONS	0.00	0.00	0.00	0.00	0.00	0.00
266-000-699.000	APPROPRIATION F/FUND BALANCE	102,808.00	102,808.00	0.00	0.00	102,808.00	0.00
266-000-699.025	APPROPRIATION FROM RESERVES	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 000-REVENUE		1,650,095.00	1,650,095.00	403,191.12	132,466.67	1,246,903.89	24.43
TOTAL Revenues		1,650,095.00	1,650,095.00	403,191.12	132,466.67	1,246,903.88	24.43
Expenditures							
Dept 310-CRIME CONTROL							
266-310-702.000	SALARIES	0.00	0.00	0.00	0.00	0.00	0.00
266-310-703.000	REG SHERIFF'S CONTRACT	1,521,000.00	1,521,000.00	380,250.00	126,750.00	1,140,750.00	25.00
266-310-703.001	AUTHORIZED SHERIFF'S OVERTIME	90,000.00	90,000.00	22,834.78	6,056.07	67,165.22	25.37
266-310-703.002	SPECIAL OPERATIONS	0.00	0.00	0.00	0.00	0.00	0.00
266-310-703.003	SUMMER DEPUTY CHARGES	0.00	0.00	0.00	0.00	0.00	0.00
266-310-710.000	TRAINING	0.00	0.00	0.00	0.00	0.00	0.00
266-310-740.000	OPERATING SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00
266-310-801.000	PROFESSIONAL SERVICES	10,000.00	10,000.00	2,192.75	882.75	7,807.25	21.93
266-310-803.000	PROFESSIONAL SERV.-ACCOUNTANT	1,200.00	1,200.00	300.00	100.00	900.00	25.00
266-310-851.000	INSURANCE & BONDS	1,200.00	1,200.00	300.00	100.00	900.00	25.00
266-310-860.000	TRANSPORTATION	0.00	0.00	0.00	0.00	0.00	0.00
266-310-900.000	PRINTING & PUBLISHING	0.00	0.00	0.00	0.00	0.00	0.00
266-310-920.000	UTILITIES	8,200.00	8,200.00	1,462.96	442.77	6,737.04	17.64
266-310-930.000	REPAIR & MAINTENANCE	1,200.00	1,200.00	298.00	0.00	902.00	24.83
266-310-947.000	PROJECT COSTS--GENERAL	0.00	0.00	0.00	0.00	0.00	0.00
266-310-947.001	ECCBC GRANT RENOVATIONS	0.00	0.00	0.00	0.00	0.00	0.00
266-310-963.000	BANK FEES & CHARGES	0.00	0.00	0.00	0.00	0.00	0.00
266-310-976.000	BUILDING ADDITIONS & IMPS.	0.00	0.00	0.00	0.00	0.00	0.00
266-310-980.050	EQUIPMENT UNDER \$5,000	100.00	100.00	0.00	0.00	100.00	0.00
Total Dept 310-CRIME CONTROL		1,632,900.00	1,632,900.00	407,638.49	134,331.59	1,225,261.51	24.96
Dept 346-NEIGHBORHOOD WATCH							

REVENUE AND EXPENDITURE REPORT FOR SUPERIOR TOWNSHIP
 PERIOD ENDING 03/31/2013

GL NUMBER	DESCRIPTION	2013 ORIGINAL BUDGET	2013 AMENDED BUDGET	END BALANCE 03/31/2013 NORM (ABNORM)	ACTIVITY FOR MONTH 03/31/2013 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 266 - LAW ENFORCEMENT FUND							
Expenditures							
266-346-702.000	SALARIES	900.00	900.00	166.63	0.00	733.37	18.51
266-346-715.000	SOCIAL SECURITY	70.00	70.00	12.75	0.00	57.25	18.21
266-346-727.050	POSTAGE	50.00	50.00	0.00	0.00	50.00	0.00
266-346-740.000	OPERATING SUPPLIES	25.00	25.00	0.00	0.00	25.00	0.00
266-346-860.000	TRANSPORTATION	100.00	100.00	0.00	0.00	100.00	0.00
266-346-900.000	PRINTING & PUBLISHING	50.00	50.00	0.00	0.00	50.00	0.00
266-346-947.000	PROJECT COSTS--GENERAL	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 346-NEIGHBORHOOD WATCH		1,195.00	1,195.00	179.38	0.00	1,015.62	15.01
Dept 890-CONTINGENCIES							
266-890-890.000	CONTINGENCIES	0.00	0.00	0.00	0.00	0.00	0.00
266-890-895.000	DELT PERS PROP TAXES BAD DEBT	0.00	0.00	0.00	0.00	0.00	0.00
266-890-955.000	MISC. EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00
266-890-985.000	TAX CHARGEBACKS	16,000.00	16,000.00	2,019.27	2,019.27	13,980.73	12.62
Total Dept 890-CONTINGENCIES		16,000.00	16,000.00	2,019.27	2,019.27	13,980.73	12.62
Dept 965-TRANSFER OF FUNDS							
266-965-965.000	TRANSFER TO RESERVE FUND	0.00	0.00	0.00	0.00	0.00	0.00
266-965-965.060	TRANS TO FIRE OPER FUND	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 965-TRANSFER OF FUNDS		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL Expenditures		1,650,095.00	1,650,095.00	409,937.14	136,350.86	1,240,257.86	24.84
Fund 266:							
TOTAL REVENUES		1,650,095.00	1,650,095.00	409,191.12	132,466.67	1,246,903.88	24.43
TOTAL EXPENDITURES		1,650,095.00	1,650,095.00	409,837.14	136,350.86	1,240,257.86	24.84
NET OF REVENUES & EXPENDITURES		0.00	0.00	(6,646.02)	(3,884.19)	6,646.02	100.00

Fund 508 PARKS & RECREATION

GL Number	Description	Balance
*** Assets ***		
508-000-012.000	PEPTY CASH	0.00
508-000-013.000	INTEREST BEARING CHECKING	159,154.69
508-000-013.050	DEPOSITS IN TRANSIT	0.00
508-000-015.000	CASH - CD	0.00
508-000-015.050	CASH-CD-RESERVES	50,658.14
508-000-015.075	CASH CD RESERVE RESTRICTED	7,633.99
508-000-017.000	COMERICA MONEY MARKET FUND	373,035.95
508-000-017.025	FIFTH THIRD BANK MONEY MKT	0.00
508-000-018.000	FIFTH THIRD US CALLABLE GOVT AGENCY BOND	0.00
508-000-026.000	DUE FROM OTHERS	0.00
508-000-065.000	DUE FROM UTIL	0.00
508-000-066.000	DUE FROM FIRE FUND	0.00
508-000-070.000	DUE FROM PAYROLL FUND	26.08
508-000-071.000	DUE FROM GENERAL FUND	0.00
508-000-123.000	PRE-PAID EXPENSES MISC.	0.00
508-000-123.050	PREPAID INSURANCE	2,289.48
		<hr/>
		592,798.23
Total Assets		<hr/>
		592,798.23
*** Liabilities ***		
MISC LIABILITIES		
508-000-201.000	ACCOUNTS PAYABLE	3,194.78
508-000-205.001	DUE TO GENERAL FUND	0.00
508-000-205.004	DUE TO GENL- NEW BLDG LOAN	0.00
508-000-208.000	DUE TO OTHERS	0.00
508-000-225.000	MISC ACCRUED LIABILITIES	0.00
508-000-285.000	DUE TO UTILITY FUND	0.01
508-000-287.000	DEFERRED REVENUE	0.00
508-000-289.000	DUE TO PAYROLL FUND	578.90
MISC LIABILITIES		<hr/>
		3,773.69
Total Liabilities		<hr/>
		3,773.69
*** Fund Balance ***		
FUND BALANCE		
508-000-390.000	FUND BALANCE: UNRESTRICTED	139,542.41
FUND BALANCE		<hr/>
		139,542.41
CAPITAL RESERVES		
508-000-390.001	COMMITTED: LAND/BUILDING RESERVE	380,669.84
508-000-390.002	RESTRICTED: DESIGNATED FOR LAND/BLDG	0.00
508-000-390.004	COMMITTED: DESIGNATED AS GENERAL RESV	39,624.37
508-000-390.005	COMMITTED: DESIGNATED ACRD ABS RESERVE	3,426.24
CAPITAL RESERVES		<hr/>
		423,720.45
Total Fund Balance		<hr/>
		563,262.86
Beginning Fund Balance		563,262.86
Net of Revenues VS Expenditures		25,761.68
Fund Balance Adjustments		0.00
Ending Fund Balance		589,024.54
Total Liabilities And Fund Balance		592,798.23

PARK FUND ACCCOUNTS PAYABLE TIE-OUT
March 2013

DTE ENERGY	MARCH 13 ELECTRIC MAINTENANCE GARAGE	\$	22.20
WEX BANK	GAS/PROPANE PARK MARCH 13	\$	278.22
O'REILLY AUTO PARTS	OIL CHANGE SUPPLIES	\$	55.97
SUPERIOR TWP UTILITY DEPARTMENT	KEITH SPLIT MARCH	\$	2,809.60
DTE ENERGY	FEB 13 ELECTRIC MAINTENANCE GARAGE	\$	22.01
HOME DEPOT CREDIT SERVICES	PARKS & REC REPAIR PARTS	\$	6.78
	TOTAL OUTSTANDING A/P	\$	3,194.78

REVENUE AND EXPENDITURE REPORT FOR SUPERIOR TOWNSHIP

PERIOD ENDING 03/31/2013

GL NUMBER	DESCRIPTION	2013 ORIGINAL BUDGET	2013 AMENDED BUDGET	END BALANCE 03/31/2013 NORM (ABNORM)	ACTIVITY FOR MONTH 03/31/2013 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	± BDGT USED
Fund 508 - PARKS & RECREATION							
Revenues							
Dept 000-REVENUE							
508-000-587.000	GENERAL FUND CONT- SPECIAL #1	0.00	0.00	0.00	0.00	0.00	0.00
508-000-588.000	GENERAL FUND CONT - SPECIAL #2	0.00	0.00	0.00	0.00	0.00	0.00
508-000-588.025	GENERAL FUND CONT PARK MAINT	227,957.00	227,957.00	56,989.23	18,996.41	170,967.77	25.00
508-000-588.050	GENERAL FUND CONT	0.00	0.00	0.00	0.00	0.00	0.00
508-000-605.000	ORDINANCE VIOLATION REVENUE	0.00	0.00	0.00	0.00	0.00	0.00
508-000-607.085	REIM SUR LABOR/ COURT/MEETINGS/MISC	0.00	0.00	0.00	0.00	0.00	0.00
508-000-651.000	USER FEES DANCE	0.00	0.00	245.04	81.68	(245.04)	100.00
508-000-651.001	USER FEES-BASKETBALL	0.00	0.00	0.00	0.00	0.00	0.00
508-000-651.002	USER FEES-PIANO	0.00	0.00	0.00	0.00	0.00	0.00
508-000-651.003	USER FEES-MARKING	0.00	0.00	0.00	0.00	0.00	0.00
508-000-651.004	USER FEES-DAY CAMP	0.00	0.00	0.00	0.00	0.00	0.00
508-000-651.005	USER FEES-LANGUAGE CLASSES	0.00	0.00	0.00	0.00	0.00	0.00
508-000-653.000	AMUSEMENT TICKETS	0.00	0.00	0.00	0.00	0.00	0.00
508-000-664.000	INTEREST	0.00	0.00	0.00	0.00	0.00	0.00
508-000-664.050	INTEREST ON RESERVES	0.00	0.00	0.00	0.00	0.00	0.00
508-000-671.000	MISCELLANEOUS INCOME	0.00	0.00	0.53	0.00	(0.53)	100.00
508-000-671.075	INSUR REIMBURSEMENTS/DIVIDENDS	0.00	0.00	0.00	0.00	0.00	0.00
508-000-671.100	DISPOSITION OF ASSETS	0.00	0.00	0.00	0.00	0.00	0.00
508-000-672.000	ADVERTISEMENTS	0.00	0.00	0.00	0.00	0.00	0.00
508-000-673.000	ATM LEASE/MAINT	3,543.00	3,543.00	874.23	291.41	2,668.77	24.67
508-000-673.050	PUBLIC PHONE REVENUE	0.00	0.00	0.00	0.00	0.00	0.00
508-000-695.025	DONATION REVENUE-OTHER	0.00	0.00	0.00	0.00	0.00	0.00
508-000-695.050	DONATIONS	100.00	100.00	0.00	0.00	100.00	0.00
508-000-696.000	FUND RAISER PROJECTS	0.00	0.00	0.00	0.00	0.00	0.00
508-000-697.000	SPONSORSHIPS	0.00	0.00	0.00	0.00	0.00	0.00
508-000-698.000	PROCEEDS FROM LEASE PURCHASE	0.00	0.00	0.00	0.00	0.00	0.00
508-000-699.000	APPROPRIATION F/FUND BALANCE	0.00	0.00	0.00	0.00	0.00	0.00
508-000-699.025	APPROPRIATION FROM RESERVES	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 000-REVENUE		231,600.00	231,600.00	58,109.03	19,369.50	173,490.97	25.00
TOTAL Revenues		231,600.00	231,600.00	58,109.03	19,369.50	173,490.97	25.00
Expenditures							
Dept 751-PARK & REC. ADMINISTRATION							
508-751-702.001	SALARY PARK COMMISSIONERS	6,245.00	6,245.00	1,490.00	449.00	4,756.00	23.86
508-751-702.002	SALARY PARK ADMINISTRATOR	32,623.00	32,623.00	8,782.76	2,509.45	23,840.24	26.92
508-751-702.003	OVERTIME - VACATION	0.00	0.00	0.00	0.00	0.00	0.00
508-751-703.000	CONTRACT SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
508-751-715.001	SOC SEC-COMMISSION	478.00	478.00	114.00	34.36	364.00	23.85
508-751-715.002	SOC SECURITY- ADMINISTRATOR	2,723.00	2,723.00	808.61	196.09	1,914.39	29.70
508-751-715.003	SOC SECURITY OTHER STAFF	0.00	0.00	0.00	0.00	0.00	0.00
508-751-716.000	HEALTH/ LIFE INSURANCE	391.00	391.00	96.94	31.74	294.06	24.79
508-751-716.001	RETIREMENT HEALTH CARE PLAN	810.00	810.00	202.50	67.60	607.50	25.00
508-751-716.075	PRESCRIPTION REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00	0.00
508-751-717.000	TAXABLE BENEFITS ADMINISTRATOR	2,984.00	2,984.00	1,995.35	104.06	988.65	66.87
508-751-718.000	PENSION ADMINISTRATOR	2,849.00	2,849.00	885.20	213.30	1,963.80	31.07
508-751-719.000	PRIOR YR MISC LIABILITY	350.00	350.00	0.00	0.00	350.00	0.00
508-751-727.000	OFFICE SUPPLIES	1,250.00	1,250.00	99.77	66.78	1,150.23	7.98
508-751-727.050	POSTAGE	100.00	100.00	50.00	0.00	50.00	50.00
508-751-740.000	OPERATING SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00
508-751-801.000	PROFESSIONAL SERVICES	2,200.00	2,200.00	(22.50)	5.00	2,222.50	(1.02)
508-751-803.000	PROFESSIONAL SERV.-ACCOUNTANT	6,000.00	6,000.00	1,500.00	500.00	4,500.00	25.00
508-751-850.000	TELECOMMUNICATIONS	1,600.00	1,600.00	365.56	96.05	1,234.44	22.85
508-751-851.000	INSURANCE & BONDS	5,000.00	5,000.00	1,184.71	377.99	3,815.29	23.69
508-751-960.000	TRANSPORTATION	500.00	500.00	67.80	67.80	432.20	13.56

REVENUE AND EXPENDITURE REPORT FOR SUPERIOR TOWNSHIP

PERIOD ENDING 03/31/2013

GL NUMBER	DESCRIPTION	2013 ORIGINAL BUDGET	2013 AMENDED BUDGET	END BALANCE 03/31/2013 NORM (ABNORM)	ACTIVITY FOR MONTH 03/31/2013 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% EDGT USED
Fund 508 - PARKS & RECREATION							
Expenditures							
508-751-890.000	CONTINGENCIES	0.00	0.00	0.00	0.00	0.00	0.00
508-751-900.000	PRINTING & PUBLISHING	150.00	150.00	0.00	0.00	150.00	0.00
508-751-920.000	UTILITIES	0.00	0.00	0.00	0.00	0.00	0.00
508-751-930.000	REPAIR & MAINTENANCE	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
508-751-955.000	MISC. EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00
508-751-956.000	LATE CHARGES	35.00	35.00	0.00	0.00	35.00	0.00
508-751-958.000	MEMBERSHIPS & DUES	0.00	0.00	0.00	0.00	0.00	0.00
508-751-961.001	CAPITAL IMPROVEMENT	0.00	0.00	0.00	0.00	0.00	0.00
508-751-961.002	EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	0.00	0.00
508-751-963.000	BANK FEES & CHARGES	0.00	0.00	0.00	0.00	0.00	0.00
508-751-965.000	TRANSFER TO RESERVE FUND	0.00	0.00	0.00	0.00	0.00	0.00
508-751-977.000	EQUIPMENT	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
508-751-977.050	EQUIP UNDER \$5,000	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 751-PARK & REC. ADMINISTRATION		68,289.00	68,289.00	17,620.70	4,719.12	50,568.30	25.80
Dept 754-RECREATION							
508-754-703.000	CONTRACT SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
508-754-704.000	STAFF - SEASONAL	7,015.00	7,015.00	0.00	0.00	7,015.00	0.00
508-754-710.000	TRAINING	0.00	0.00	0.00	0.00	0.00	0.00
508-754-715.000	SOCIAL SECURITY	537.00	537.00	0.00	0.00	537.00	0.00
508-754-715.075	SOC SEC OTHER STAFF	0.00	0.00	0.00	0.00	0.00	0.00
508-754-718.000	PENSION DAY CAMP DIRECTOR	0.00	0.00	0.00	0.00	0.00	0.00
508-754-713.075	PENSION OTHER STAFF	0.00	0.00	0.00	0.00	0.00	0.00
508-754-727.050	POSTAGE	0.00	0.00	0.00	0.00	0.00	0.00
508-754-740.000	OPERATING SUPPLIES	5,250.00	5,250.00	103.78	103.78	5,146.22	1.58
508-754-740.005	SIGNAGE	500.00	500.00	0.00	0.00	500.00	0.00
508-754-741.000	UNIFORMS	0.00	0.00	0.00	0.00	0.00	0.00
508-754-755.000	ADMINISTRATION	0.00	0.00	0.00	0.00	0.00	0.00
508-754-850.000	TELECOMMUNICATIONS	0.00	0.00	0.00	0.00	0.00	0.00
508-754-855.000	ADMISSION FEES-REC ACTIVITIES	0.00	0.00	0.00	0.00	0.00	0.00
508-754-860.000	TRANSPORTATION	100.00	100.00	0.00	0.00	100.00	0.00
508-754-890.000	CONTINGENCIES	0.00	0.00	0.00	0.00	0.00	0.00
508-754-901.000	BROCHURES & FLIERS	0.00	0.00	0.00	0.00	0.00	0.00
508-754-920.000	UTILITIES	0.00	0.00	0.00	0.00	0.00	0.00
508-754-930.000	REPAIR & MAINTENANCE	1,500.00	1,500.00	90.88	0.00	1,409.12	6.56
508-754-940.000	GYM RENTAL	0.00	0.00	0.00	0.00	0.00	0.00
508-754-945.000	SCHOLARSHIPS	0.00	0.00	0.00	0.00	0.00	0.00
508-754-950.000	CONCRETES	0.00	0.00	0.00	0.00	0.00	0.00
508-754-952.000	SPECIAL EVENTS	0.00	0.00	0.00	0.00	0.00	0.00
508-754-961.002	EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	0.00	0.00
508-754-977.000	EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 754-RECREATION		14,902.00	14,902.00	194.66	103.78	14,707.34	1.31
Dept 755-PARK MAINTENANCE							
508-755-702.000	SALARY PARK MAINT MANAGER	0.00	0.00	0.00	0.00	0.00	0.00
508-755-703.000	CONTRACT SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
508-755-704.000	SALARIES PERM PART-TIME & SEASONAL STAF	78,376.00	78,376.00	10,916.71	3,233.16	67,459.29	13.93
508-755-710.000	TRAINING	0.00	0.00	0.00	0.00	0.00	0.00
508-755-715.000	SOC SEC PARK MAINT MANAGER	0.00	0.00	127.82	0.00	(127.82)	100.00
508-755-715.075	SOC SEC SEASONAL STAFF	6,024.00	6,024.00	606.72	129.17	5,417.28	10.07
508-755-717.000	TAXABLE BENEFITS	365.00	365.00	0.00	0.00	365.00	0.00
508-755-717.050	TAXABLE BENEFITS PERM PART TIME	0.00	0.00	229.81	0.00	(229.81)	100.00
508-755-718.000	PENSION	7,994.00	7,994.00	0.00	0.00	7,994.00	0.00
508-755-718.075	PENSION OTHER STAFF	0.00	0.00	886.02	354.62	(886.02)	100.00
508-755-740.000	OPERATING SUPPLIES	0.00	0.00	52.48	0.00	(52.48)	100.00

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REVENUE AND EXPENDITURE REPORT FOR SUPERIOR TOWNSHIP

PERIOD ENDING 03/31/2013

GL NUMBER	DESCRIPTION	2013 ORIGINAL BUDGET	2013 AMENDED BUDGET	END BALANCE 03/31/2013 NORM (ABNORM)	ACTIVITY FOR MONTH 03/31/2013 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDDT USED
Fund 508 - PARKS & RECREATION							
Expenditures							
Total Dept 760-SUMMER LEARNING CAMP		0.00	0.00	0.00	0.00	0.00	0.00
Dept 890-CONTINGENCIES							
508-890-890.050	HEALTH INSURANCE INCREASES	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 890-CONTINGENCIES		0.00	0.00	0.00	0.00	0.00	0.00
Dept 965-TRANSFER OF FUNDS							
508-965-965.000	TRANSFER TO RESERVE FUND	0.00	0.00	0.00	0.00	0.00	0.00
508-965-965.010	TRANS TO BLDG RESERVE (INTEREST)	0.00	0.00	0.00	0.00	0.00	0.00
508-965-965.050	TRANSFER ACCRUED COMP ABSENCES	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 965-TRANSFER OF FUNDS		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL Expenditures		231,600.00	231,600.00	32,347.35	9,096.24	199,252.65	13.97
Fund 508:							
TOTAL REVENUES		231,600.00	231,600.00	98,109.03	19,369.50	173,490.97	25.09
TOTAL EXPENDITURES		231,600.00	231,600.00	32,347.35	9,096.24	199,252.65	13.97
NET OF REVENUES & EXPENDITURES		0.00	0.00	25,761.68	10,273.26	(25,761.68)	100.00

Fund 701 TRUST AND AGENCY

GL Number	Description	Balance
*** Assets ***		
701-000-013.000	INTEREST BEARING CHECKING	0.00
701-000-013.015	CHECKING-NON INTEREST BEARING	160,464.78
701-000-013.050	DEPOSITS IN TRANSIT	0.00
701-000-026.000	A/R OTHER	0.00
701-000-026.005	PRE APPLICATION CHARGES DUE IN	0.00
701-000-071.000	DUE FROM GENERAL FUND	0.00
701-000-072.050	DUE FROM T&A OVERDRAW ESCROW MONEY	0.00
		<hr/>
		160,464.78
		<hr/>
Total Assets		160,464.78
*** Liabilities ***		
Unclassified		
701-000-203.027	STONEHEDGE CT PRIVATE ROAD EXT	2,000.00
701-000-203.028	CCC AVAIL SPECIAL ESCROW	0.00
701-000-203.029	FFF AVAIL SPECIAL ESCROW	0.00
701-000-203.030	GGG AVAIL SPECIAL ESCROW	0.00
701-000-204.002	DUE TO CONSUMERS LIFE INSUR	0.00
701-000-204.003	DUE TO DELTA DENTAL	0.00
		<hr/>
Unclassified		2,000.00
		<hr/>
701-000-204.001	DUE TO BLUE CROSS BLUE SHIELD	0.00
		<hr/>
		0.00
MISC LIABILITIES		
701-000-201.000	ACCOUNTS PAYABLE	(150.00)
701-000-201.099	PRE-APPLICATION PLANNING CHARGES	0.00
701-000-201.101	PLANNING DEPT UNRECONCILED MONEY	0.00
701-000-202.001	CONSTRUCTION BONDS	1,000.00
701-000-202.002	MISC BONDS	2,250.00
701-000-202.003	DELINQUENT PERSONAL/MANUF PROP TAX	9,686.82
701-000-202.004	UNRECONCILED TAX COLLECTION MONEY	0.00
701-000-202.005	TEMPORARY BOND SIGNS	200.00
701-000-202.020	TEMPORARY OCCUPANCY	29,101.76
701-000-205.001	DUE TO GENERAL FUND	5,827.10
701-000-205.002	PRE-APPLICATION CHARGES PAID OUT	0.00
701-000-205.004	UNRECONCILED MONEY-PLAN & OTHERS	92.53
701-000-205.006	DUE TO GENERAL PLANNING ADMIN FEES	1,120.00
701-000-208.000	DUE TO OTHERS	736.00
701-000-208.003	DUE TO OTHERS-TRAILER FEES	0.00
701-000-208.025	ESCHEATS	0.00
701-000-230.000	DUE TO OTHERS UNRECONCILED	0.00
701-000-281.000	DUE TO LEGAL DEFENSE FUND	0.00
701-000-283.000	DUE TO BUILDING FUND	0.00
701-000-284.000	DUE TO LAW FUND	0.00
701-000-286.000	DUE TO FIRE FUND	0.00
		<hr/>
MISC LIABILITIES		49,864.21
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STAGE 1 ESCROWS		
701-000-201.001	BROMLEY # PLANNING STAGE 1	0.00
701-000-201.002	BROMLEY PARK CONDOS OLD BONDS ESCROW	0.00
701-000-201.003	MIDWEST TOWER PLANNING STAGE 1	340.00
701-000-201.004	PLYMOUTH MURSREY PLANNING STAGE 1	0.00
701-000-201.005	CLOMR ANN ARBOR WASTE WATER	0.00
701-000-201.006	WOODSIDE PLANNING STAGE 1	0.00
701-000-201.007	DIXBORO VETERINARY	0.00
701-000-201.008	NATIONAL HERITAGE ACADEMY STAGE 1	0.00
701-000-201.009	ST JOE MRI BLDG PSP ESP	0.00
701-000-201.010	SUMH AMBULATORY SURGERY CENTER	0.00
701-000-201.011	WOODLANDS OF GEDDES GLEN	(7,593.85)

Fund 701 TRUST AND AGENCY

GL Number	Description	Balance
*** Liabilities ***		
701-000-201.012	HYUNDAI EXPANSION PHASE 2	767.50
701-000-201.013	AVAILABLE FEE	0.00
701-000-201.014	AVAILABLE FFF	1,000.00
701-000-201.015	AVAILABLE GGG	0.00
701-000-201.016	VILLAS AT MONEY CREEK STAGE 1	0.00
701-000-201.017	ST JOE TOWER PHASE 3C STAGE 1	0.00
701-000-201.018	HATCI DYNAMOMETER	(473.50)
701-000-201.019	ELO TV STAGE 1	0.00
701-000-201.020	LEFORGE CLARK ESTATES	0.00
701-000-201.021	MARTIN DAY CARE STAGE 1	0.00
701-000-201.022	SJMH ENTRANCE IMPROVEMENT	0.00
701-000-201.023	SJMH FRONT ENTRY MAJOR/MINOR	0.00
701-000-201.024	COUNTRY PEAS CHILDCARE	0.00
701-000-201.075	ST JOE CRITICAL CARE TOWER PHASE 3C	0.00
701-000-201.076	WCC ATHLETIC FIELDS STAGE 2	0.00
701-000-201.080	HYUNDAI ENV CHAMBER STAGE 1	3,048.18
STAGE 1 ESCROWS		(2,911.67)
STAGE 2 ENG REVIEW ESCROWS		
701-000-201.061	BROOKSIDE #2 ENG REVIEW	0.00
701-000-201.062	MEADOWS ENG REVIEW	0.00
701-000-201.063	PROSPECT POINTE PHASE 2 ENG REVIEW	0.00
701-000-201.064	CVS ENG REVIEW	0.00
701-000-201.067	T MOBILE ENG REVIEW	0.00
701-000-201.068	PLYMOUTH NURSERY ENG REVIEW	0.00
701-000-201.069	ST JOE CRITICAL CARE TOWER PHASE B	0.00
701-000-201.070	ST JOE MRI BLDG ENG REVIEW	0.00
701-000-201.072	HUMANE SOCIETY ENG REVIEW	0.00
701-000-201.073	DTE SUPERIOR BIOSWALE	0.00
701-000-201.074	HATCI DYNAMOMETER ENG REVIEW	0.00
701-000-201.077	ELO TV STAGE 2 ESCROW	0.00
701-000-201.078	NATIONAL HERITAGE ACADEMY STAGE 2	0.00
701-000-201.079	HYUNDAI ENV CHAMBER STAGE 2	0.00
701-000-201.081	TRINITY HEALTH AMBULATORY SURG STAGE 2	1,194.49
701-000-201.082	STAGE 2 WOODLANDS AT GEDDES GLEN	12,973.00
STAGE 2 ENG REVIEW ESCROWS		14,167.49
STAGE 3 INSPECTION ESCROWS		
701-000-202.006	FAIRFAX WATER MAIN EXTENSION	0.00
701-000-202.007	BROOKSIDE-3	834.02
701-000-202.008	HYUNDAI-MEETINGS	0.00
701-000-202.009	BILTMORE ESCROW	0.00
701-000-202.010	BROMLEY PARK GEDDES WATER MAIN	0.00
701-000-202.011	HEAD START SCHOOL	0.00
701-000-202.012	CLARK ROAD GRAVEL PIT	0.00
701-000-202.013	BROMLEY PARK SUB #2 STAGE 3	0.00
701-000-202.014	FAIRWAY GLENS ESCROW STAGE 3	0.00
701-000-202.015	PROSPECT POINTE #1 INSPECTION	(1,665.01)
701-000-202.016	BROMLEY PARK ACCESS ROAD	0.00
701-000-202.018	MATUSZAK	473.50
701-000-202.019	BROOKSIDE PHASE 1 STAGE 3 ESCROW	0.00
701-000-202.021	WOODSIDE VILLAGE STAGE 3	536.92
701-000-202.022	HICKORY CREEK STAGE 3	0.00
701-000-202.026	PROSPECT POINTE EAST INSPECTION ESCROW	(2,997.49)
701-000-202.028	BROOKSIDE-3-TREES	42,000.00
701-000-202.030	AMBERWOOD SEWER ESCROW	0.00
701-000-202.031	ST JOE DIGESTIVE CARE STG 3 ESCROW	0.00
701-000-202.032	AVAILABLE QDC STAGE 3	0.00
701-000-202.033	AMBERWOOD SPEC PROJECT ESCROW	0.00
701-000-202.034	HYUNDAI DEVELOPMENT ESCROW	0.00
701-000-202.035	REI-WOODSIDE SECT 36 ENG	0.00
701-000-202.036	CHRISTIAN LOVE STAGE 3 ESCROW	0.00
701-000-202.043	LUCAS NURSERY STAGE 3 ESCROW	0.00
701-000-202.045	BROOKSIDE PHASE II STG 3 ESCROW	0.00
701-000-202.048	ST. JOE COURTYARD EXPANSION	0.00
701-000-202.051	WETLANDS ESCROW AVAIL-F	0.00
701-000-202.052	BROOKSIDE PHASE 4 STAGE 3	0.00

Fund 701 TRUST AND AGENCY

GL Number	Description	Balance
*** Liabilities ***		
701-000-202.053	BROMLEY PARK SUB #1 STAGE 3	0.00
701-000-202.054	PROSPECT POINTE STAGE 3	0.00
701-000-202.055	BROMLEY PARK CONDOS PHASE I STAGE 3	(3,401.62)
701-000-202.056	AUTUMN WOODS INSPECTION ESCROW	222.62
701-000-202.059	AUTUMN WOODS STREET TREE ESCROW	1,600.00
701-000-202.060	HYUNDAI WETLANDS ESCROW	0.00
701-000-202.061	AMBERWOOD WETLANDS ESCROW	0.00
701-000-202.062	WOODSIDE VILLAGE OFFSITE UTIL	111.75
701-000-202.064	PROSPECT POINTE #1 OFFSITE UTIL	0.00
701-000-202.065	HYUNDAI INSPECTION ESCROW	0.00
701-000-202.066	SJMM CRITICAL CARE TOWER	0.00
701-000-202.067	CHRISTIAN LOVE	0.00
701-000-202.068	EYDE 440 UTILITY INSPECTION ESCROW	0.00
701-000-202.069	PROSPECT POINTE PHASE II	3,885.66
701-000-202.070	AVAILABLE	0.00
701-000-202.071	AVAILABEL YYY	0.00
701-000-202.072	ARBOR HILLS INSPECTION ESCROW	0.00
701-000-202.073	HYUNDAI ENV CHAMBER STAGE 3	0.00
701-000-202.074	VILLAGE GREEN	1,000.00
701-000-202.075	SJMM AMBULATORY SURGERY CENTER	(1,489.77)
701-000-202.077	AVAILABLE PPP	0.00
701-000-202.078	AVAILABLE BBB	0.00
701-000-202.079	AVAILABLE KLJ STAGE 3	0.00
701-000-202.080	AVAILABLE BBB	0.00
701-000-202.081	PLYMOUTH NURSERY INSPECTION ESCROW	0.00
701-000-202.082	ST JOE MRI STAGE 3 INSPECTION	0.00
701-000-202.083	ST JOE CRIT CARE TOWER STAGE 3B	19,084.87
701-000-202.085	AVAILABLE HHH	0.00
701-000-202.086	AVAILABLE CCC	0.00
701-000-202.087	AVAILABLE UUU	0.00
701-000-202.088	AVAILABLE CCC	0.00
701-000-202.089	AVAILABLE EEE	0.00
701-000-202.090	AVAILABLE AAA	0.00
701-000-202.091	ST JOE CC TOWER PHASE 3C STAGE 3	927.06
701-000-202.092	AVAILABLE XXX	0.00
701-000-202.093	HCC PARKING STRUCTURE	1,459.20
701-000-202.094	ANN ARBOR WMTF	994.34
701-000-202.095	NATIONAL HERITAGE ACADEMY STAGE 3	(2,269.13)
STAGE 3 INSPECTION ESCROWS		61,306.92
WETLANDS ESCROWS		
701-000-202.017	LEFORGE CLARK ASOC WETLANDS	0.00
701-000-202.023	ARBOR HILLS WETLANDS ESCROW	1,396.85
701-000-202.024	FERRIS WETLANDS ESCROW	0.00
701-000-202.025	MILES BRASCH/ HARVEST MOON WETLANDS	2,175.00
701-000-202.027	SCHULTZ WETLANDS ESCROW	0.00
701-000-202.028	ROLLING OAKS WETLANDS ESCROW	0.00
701-000-202.037	GEDDES PARTNERS LLC WETLAND	0.00
701-000-202.038	SARNECKY SOIL REMOVAL ESCROW	0.00
701-000-202.039	CROSSROADS WETLANDS ESCROW	0.00
701-000-202.041	AKUNE WARREN RD WETLANDS ESCROW	242.00
701-000-202.042	JOHNSON WETLANDS ESCROW	0.00
701-000-202.044	MEADOWS POINTE WETLANDS ESCROW	0.00
701-000-202.046	WAYNE DISPOSAL WETLANDS	2,857.98
701-000-202.047	MACEK SOIL REMOVAL PERMIT	0.00
701-000-202.049	AVAILABLE WETLANDS ESCROW	0.00
701-000-202.050	AVAILABLE WETLANDS XXX	0.00
701-000-202.057	LEO GONZALEZ WETLAND ESCROW	0.00
701-000-202.058	LUCUS NURSERY WETLAND ESCROW	0.00
701-000-202.063	AVAILABLE 666 WETLANDS	0.00
701-000-202.076	AVAILABLE LLL	0.00
701-000-202.084	LAKESIDE OAKLAND WETLANDS STAGE 3	1,286.00
WETLANDS ESCROWS		7,957.83
SPECIAL ESCROWS		
701-000-202.040	PROSPECT POINTE 1 SIDEWALK REPLACE	28,080.00
701-000-203.025	UNITED MEMORIAL SPEC LEGAL ESCROW	0.00

Fund 701 TRUST AND AGENCY

GL Number	Description	Balance
*** Liabilities ***		
701-000-203.026	HYUNDAI BOND PERFORMANCE ESCROW	0.00
	SPECIAL ESCROWS	28,080.00
	Total Liabilities	160,464.78
*** Fund Balance ***		
FUND BALANCE		
701-000-390.000	FUND BALANCE (EXCLUDING RESERVES)	0.00
	FUND BALANCE	0.00
	Total Fund Balance	0.00
	Beginning Fund Balance	0.00
	Net of Revenues VS Expenditures	0.00
	Ending Fund Balance	0.00
	Total Liabilities And Fund Balance	160,464.78

Fund 751 PAYROLL FUND

GL Number	Description	Balance
*** Assets ***		
751-000-014.000	CASH - PAYROLL	43,232.62
751-000-014.050	DEPOSITS IN TRANSIT	0.00
751-000-026.000	A/R OTHER	0.00
751-000-026.001	DUE FROM COBRA PARTICIPANTS	0.00
751-000-026.033	A/R BANK REFUNDS DUE	0.00
751-000-049.000	DUE FROM FIRE RESERV FUND	0.00
751-000-062.000	DUE FROM BUILDING FUND	1,051.43
751-000-065.000	DUE FROM UTIL	4,327.26
751-000-066.000	DUE FROM FIRE FUND	7,559.14
751-000-067.000	DUE FROM LAW FUND	0.00
751-000-069.000	DUE FROM PARK FUND	576.90
751-000-071.000	DUE FROM GENERAL FUND	5,127.58
751-000-071.033	DUE FROM GENL FOR BANKS FEES	0.00
751-000-073.000	DUE FROM OTHER FUNDS--UNRECONCILED	365.96
751-000-123.000	PRE-PAID EXPENSES MISC.	0.00
751-000-123.050	PREPAID INSURANCE	0.00
751-000-123.085	Prepaid Fed With & FICA	0.00
751-000-123.086	Prepaid State With	0.00
		62,242.89
Total Assets		62,242.89

*** Liabilities ***

MISC LIABILITIES		
751-000-201.000	ACCOUNTS PAYABLE	0.00
751-000-201.100	DUE TO TRUST & AGENCY FUND	0.00
751-000-205.001	DUE TO GENERAL FUND	142.83
751-000-205.003	DUE TO GENERAL FUND-START LOAN	5,000.00
751-000-206.000	DUE TO JOHN HANCOCK-EMPLOYEE	1,720.23
751-000-206.050	DUE TO JOHN HANCOCK-EMPLOYER	3,440.49
751-000-206.075	DUE TO JOHN HANCOCK EXTRA PENSIO	0.00
751-000-207.000	DUE TO MERS #1 FIRE MERS-EMPLOYEE	2,996.04
751-000-207.025	DUE TO MERS#1 FIRE -EMPLOYER	5,640.32
751-000-207.050	DUE TO MERS#2-EMPLOYEE	3,089.39
751-000-207.055	DUE TO MERS#2-EMPLOYER	5,251.96
751-000-208.000	DUE TO OTHERS	0.00
751-000-209.000	FEDERAL & FICA 941 TAXES	21,704.83
751-000-210.000	STATE WITHHOLDING	0.00
751-000-211.000	GARNISHMENT	0.00
751-000-212.000	UNION DUES	0.00
751-000-213.000	INSUR DEDUCTION	0.00
751-000-214.000	SCRAM	0.00
751-000-215.000	BANKRUPTCY DEDUCTION	0.00
751-000-216.000	ING DEFERRED COMP	0.00
751-000-218.000	DUE TO HCSP NON-UNION--EMPLOYEE	2,212.31
751-000-218.050	DUE TO HCSP FIRE UNION --EMPLOYEE	2,370.91
751-000-218.075	DUE TO HCSP-NON-UNION-EMPLOYER	2,700.00
751-000-218.076	DUE TO HCSP - UNION--EMPLOYER	1,350.00
751-000-230.000	DUE TO OTHERS FUNDS UNRECONCILED	0.00
751-000-286.025	DUE TO BLDG FUND	0.00
751-000-286.033	DUE TO WATER/SEWER FUND	0.00
751-000-286.050	DUE TO PARK FUND	26.08
751-000-286.100	DUE TO FIRE FUND	4,597.50
MISC LIABILITIES		62,242.89
Total Liabilities		62,242.89

*** Fund Balance ***

FUND BALANCE

Fund 751 PAYROLL FUND

GL Number	Description	Balance
*** Fund Balance ***		
751-000-390.000	FUND BALANCE (EXCLUDING RESERVES)	0.00
	FUND BALANCE	<u>0.00</u>
	Total Fund Balance	<u>0.00</u>
	Beginning Fund Balance	0.00
	Net of Revenues VS Expenditures	0.00
	Ending Fund Balance	0.00
	Total Liabilities And Fund Balance	62,242.89

PAYROLL FUND		SUMMARY OF VARIOUS ACCOUNTS	
AS OF 3/31/13			
G/L LINE NUMBER	AMOUNT	AMOUNT	DESCRIPTION
751-000-062-000	\$ 1,051.40	\$ 716.52	JOHN HANCOCK MARCH
DUE FROM BLDG FUND		\$ 135.00	HCSP MARCH
		\$ 199.88	UNDERPAYMENT FEB JOHN HANCOCK
		\$ 1,051.40	
751-000-065-000	\$ 4,327.29	\$ 2,519.50	MERS #2 MARCH
DUE FROM UTIL FUND		\$ 660.26	JOHN HANCOCK MARCH
		\$ 1,147.53	HCSP MARCH
		\$ 4,327.29	
751-000-066-000	\$ 7,515.44	\$ 5,640.32	MERS #1 MARCH
DUE FROM FIRE FUND		\$ 568.82	JOHN HANCOCK MARCH
		\$ 1,350.00	HCSP MARCH
		\$ 7,559.14	
751-000-069-000	\$ 578.90	\$ 213.30	MERS #2 MARCH
DUE FROM PARK FUND		\$ 236.44	JOHN HANCOCK MARCH
		\$ 67.50	HCSP MARCH
		\$ 61.66	UNDERPAYMENT FEB JOHN HANCOCK
		\$ 578.90	
751-000-071-000	\$ 5,127.58	\$ 1,350.00	MARCH HCSP
DUE FROM GENERAL FUND		\$ 1,258.42	MARCH JOHN HANCOCK
		\$ 2,519.16	MARCH MERS #2
		\$ 5,127.58	
751-000-073-000	\$ 365.96	\$ 92.01	CUMULATIVE TOTAL BEFORE MARCH
DUE FROM OTHER FUNDS UNRECONCILED		\$ 273.95	MARCH PROBLEMS
		\$ 365.96	
751-000-205-001	\$ 142.83	\$ 142.83	OVERPAYMENT DEC MERS #2
DUE TO GENERAL FUND			

751-000-205-003	\$ 5,000.00	\$ 5,000.00	LOAN TO START FUND
751-000-206-000 JOHN HANCOCK EMPLOYEE	\$ 1,720.23	\$ 1,720.23	MARCH EMPLOYEE
751-000-206-050 JOHN HANCOCK EMPLOYER	\$ 3,440.49	\$ 3,440.49	MARCH EMPLOYER
751-000-207-000 MERS #1 EMPLOYEE	\$ 2,996.04	\$ 2,996.04	MARCH EMPLOYEE
751-000-207-025 MERS #1 EMPLOYER	\$ 5,640.32	\$ 5,640.32	MARCH EMPLOYER
751-000-207-050 MERS #2 EMPLOYEE	\$ 3,089.39	\$ 3,089.39	MARCH EMPLOYEE
751-000-207-055 MERS#2 EMPLOYER	\$ 5,251.96	\$ 5,251.96	MARCH EMPLOYER
751-000-209-000 941 PAYROLL TAXES DUE	\$ 21,704.83	\$ 21,704.83	941 PAYROLL TAXES 3/28 PAYROLL
751-000-218-000 HCSP NON-UNION EMPLOYEE	\$ 2,212.31	\$ 2,212.31	MARCH EMPLOYEE
751-000-718-218-050 HCSP FIRE UNION EMPLOYEE	\$ 2,370.91	\$ 2,370.91	MARCH EMPLOYEE
751-000-218-075 NON-UNION HCSP EMPLOYER	\$ 2,700.00	\$ 2,700.00	MARCH EMPLOYER
751-000-218-076 UNION HCSP EMPLOYER	\$ 1,350.00	\$ 1,350.00	MARCH EMPLOYER
751-000-286-050 DUE TO PARK FUND	\$ 26.08	\$ 26.08	MISTAKE RE FEB HCSP
751-000-286-100 DUE TO FIRE FUND	\$ 4,597.50	\$ 4,597.50	MISTAKE 3/28 PAYROLL RE UNIFORM ALLOWANCE

CHARTER TOWNSHIP OF SUPERIOR
WASHTENAW COUNTY, MICHIGAN

June 4, 2013

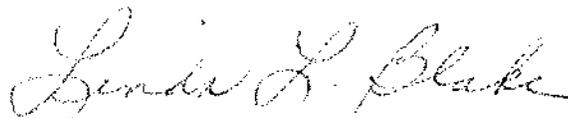
Dear Board of Trustees:

Thank you for the opportunity to serve the Township and the Community for the last thirteen years.

Although the heart is willing to work, physical conditions are affording me to take an early retirement. My last day of planned employment will be Friday, July 5, 2013.

If I can be of any assistance in achieving a smooth transition to a new employee, don't hesitate to call me at home.

Sincerely,

A handwritten signature in cursive script that reads "Linda L. Blake".

Linda L. Blake



EVAN N. PRATT, P.E.

WATER RESOURCES COMMISSIONER
705 NORTH ZEEB ROAD
P.O. BOX 8645
ANN ARBOR, MI 48107-8645

email: drains@cwashitcnaw.org
<http://drain.ewashitcnaw.org>

DENNIS M. WOJCIK, P.E.
Chief Deputy Water Resources
Commissioner

DANIEL R. MYERS, P.E.
Director of Public Works

Telephone 734.222.6860
Fax 734.222.6803

IN THE MATTER OF:

BAZLEY FOSTER COUNTY DRAIN

NOTICE OF RECONVENED MEETING OF BOARD OF DETERMINATION

Notice is Hereby Given to you as a person potentially liable for an assessment that a reconvened Board of Determination, composed of Ron Mann, Meghan Bonfiglio and James Dries, will meet pursuant to Section 197 of Act No. 40 of P.A. 1956, as amended, on June 19, 2013, at 7:00 p.m., at Ypsilanti Township Hall, 7200 S. Huron River Dr., Ypsilanti, MI 48197, to hear all interested persons in the proposed added area to determine the necessity of adding lands to the drainage district number 8038, known as Bazley Foster Drain as a result of the Petition submitted to the Washtenaw County Water Resources Commissioner dated, the 27th of April, 2012, which was found necessary and conducive to public health, convenience or welfare for properties and residents of Superior and Ypsilanti Townships in accordance with Sections 72 and 191 of Act No. 40, P.A. 1956, as amended, and the protection of public health in Superior and Ypsilanti Townships, by a Board of Determination held on the 9th of July, 2012.

All persons owning lands that may be assessed or whose lands shall be crossed by the drain, or any affected district or municipality will have an opportunity to speak at this hearing. The Board will determine whether the adding of lands to the district is either necessary or unnecessary based on inspection of the drainage area and testimony received at the hearing. If you cannot personally attend the hearing and wish to comment, please send written testimony to the Washtenaw County Water Resources Commissioner at the address shown below. Your written testimony will be presented to the Board at the hearing.

Please note that the decision of the Board of Determination is final and subject only to appeal to the Washtenaw County Circuit Court. The Michigan Drain Code (Act 40 of the Public Acts of Michigan, 1956, as amended) provides that any person disagreeing with the Board's decision may file an appeal with the Washtenaw County Circuit Court within ten (10) days after the Board's decision. If the drain project requested in the petition is determined to be necessary and conducive to the public health, convenience and welfare, a special assessment may be levied against properties that benefit from the drainage project.

The County of Washtenaw will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audiotapes of printed materials being considered at the meeting, to individuals with special needs at the meeting upon seven (7) days notice to the County of Washtenaw. Individuals with special needs requiring auxiliary aids or services should contact the County of Washtenaw by writing or calling the following: Human Resources, 220 North Main Street, P.O. Box 8645, Ann Arbor, Michigan 48107; (734) 222-6800 Ext. 0 or TDD (734) 994-1733.

You Are Further Notified, that persons aggrieved by the decisions of the Board of Determination may seek judicial review in the Circuit Court for the County of Washtenaw within ten (10) days of the determination.

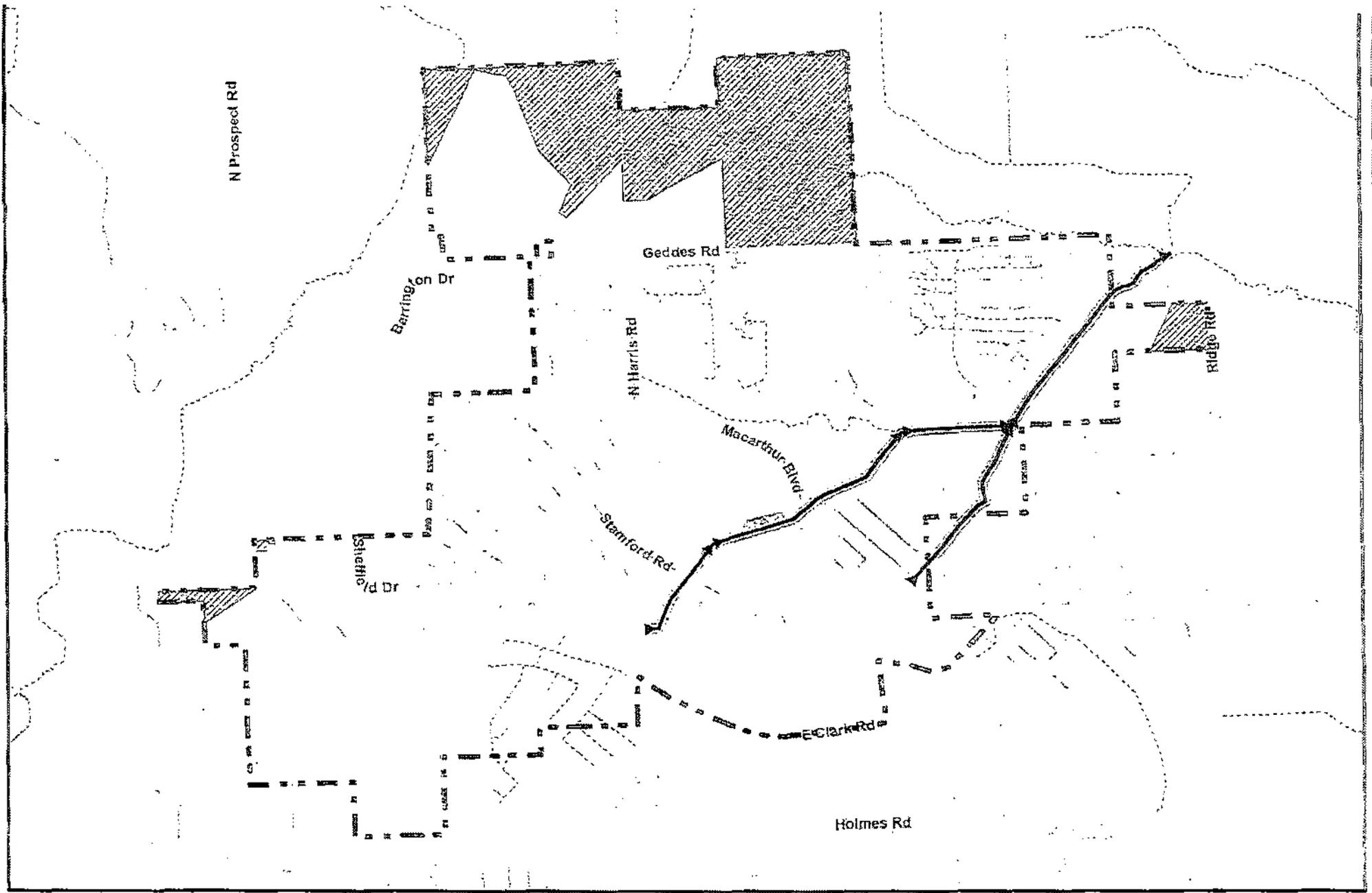
Questions regarding this notice should be directed to the Office of the Washtenaw County Water Resources Commissioner, P.O. Box 8645, Ann Arbor, MI 48107; (734) 222-6800.

Dated: May 29, 2013

Washtenaw County Water Resources Commissioner

A handwritten signature in cursive script that reads "Evan Pratt".

Evan Pratt



-  Bazley-Foster Drain
-  Bazley-Foster Drainage District
-  Drain Easement

-  Drains and Waterways
-  Lands Proposed to be Added - 308.4 Ac.
-  Lands Proposed to be Removed - 217.2 Ac.

Bazley-Foster Drainage District

Sections 26, 27, 34, 35 & 36 Superior Township
 Sections 2 & 3 Ypsilanti Township
 Washtenaw County, Michigan





A2YChamber
ANN ARBOR / YPSILANTI REGIONAL CHAMBER

115 West Huron Street, 3rd Floor | Ann Arbor, MI 48104
Tel: (734) 665-4433 | Fax: (734) 665-4101 | A2YChamber.org

May 1, 2013

Superior Charter Township
3040 N. Prospect
Ypsilanti, MI 48198

Dear William McFarlane:

Your continued support of the A2Y Chamber enables us to reach our mission to provide advocacy, support and connections for local businesses in order to foster economic success and improve quality of life for the Ann Arbor / Ypsilanti region.

There are many ways your organization can prosper from your membership. Listed below are the last 12 months of activity statistics from your online listing through the Chamber:

- 588 Times your company name was displayed in a search
- 152 Clicks on your Member information page
- 0 Clicks to visit your website from the A2Y Website – Please provide us with a website

We look forward to seeing you at our upcoming events:

- Grub Crawl, May 8th @ 6pm
- Early Edition, Kensington Court, May 15 @ 7am
- Golf Outing, Polo Fields – Washtenaw, June 4th

For additional details on these and other Chamber events, please visit: A2YChamber.org

To help us succeed, we need ideas, input, and suggestions. Please feel free to contact myself or the Chamber staff.

As always, thank you in advance for your A2Y Chamber membership renewal, we appreciate your continued support and look forward to seeing you at an event soon.

Sincerely,

Diane Keller
President/CEO

Thank You to our Chair Circle Members

City of Ann Arbor – Cole Taylor Mortgage – Eastern Michigan University – IHA – ProQuest
Saint Joseph Mercy Health System – Toyota Motor Engineering & Manufacturing NA – Washtenaw Community College
Washtenaw County Government – University of Michigan

Ann Arbor / Ypsilanti Regional Chamber

115 West Huron Street 3rd Floor
Ann Arbor, MI 48104

Bill To:

Kay Williams
Superior Charter Township
3040 N. Prospect
Ypsilanti, MI 48198

Date **Invoice #**
5/1/2013 36536

PLEASE PAY THIS AMOUNT \$328.50

Make checks payable to:

Ann Arbor / Ypsilanti Regional Chamber

OR Credit Card # _____

Exp Date _____ CVV # _____

Please check box if address is incorrect or has changed, and indicate change(s) on reverse side.

Have E-Mail? Please write it here: _____

PLEASE DETACH AND RETURN TOP PORTION WITH PAYMENT

Superior Charter Township
3040 N. Prospect
Ypsilanti, MI 48198

Terms	Due Date
Net 15	5/16/2013

Description	Qty	Rate	Amount
Membership dues - Business level, non-profit <div style="border: 1px solid black; padding: 5px; width: fit-content;"> June 2013 - May 2014 </div> <div style="border: 1px solid black; padding: 5px;"> Are you taking advantage of the MONEY SAVINGS the Chamber has to offer? -5% discount on Workers Compensation through Accident Fund -Average of 56% discount on office supplies through Office Depot -Up to 75% discount on Prescription drugs using ChamberRxDrug Card Contact Cindie Dulaney at 734-214-0103 or Cindie@a2ychamber.org for more information on these and other Chamber Member Benefits. </div>	1	328.50	328.50
To Pay your bill ONLINE with a credit card, log on to your account at a2ychamber.org			

Ann Arbor / Ypsilanti Regional Chamber

Billing Inquiries? Call (734) 214-0103

Total	\$328.50
Payments/Credits	\$0.00
Balance Due	\$328.50



COUNTY ADMINISTRATOR

220 NORTH MAIN STREET, P.O. BOX 8645
ANN ARBOR, MICHIGAN 48107-8645

MEMORANDUM

To: William McFarlane, Supervisor Superior Township

From: Verna J. McDaniel, Administrator Washtenaw County *VJM*

Re: Animal Control Expenses (Humane Society of Huron Valley Contract)

Date: June 10, 2013

Recently, I sent you a letter requesting that Superior Township ("Township") contribute ten thousand (\$10,000.00) dollars towards the County's contractual cost to maintain its contract with the Humane Society of Huron Valley ("HSHV") which provides animal control services throughout the County, including Superior Township. I understand that you have requested that I provide this Memorandum explaining why the County is requesting this contribution.

For many years, the County has contracted with HSHV to provide certain animal control services to the citizens of Washtenaw County. The County's general fund always paid the entire amount for these contractual services, even though a percentage of HSHV's services were provided to governmental entities which maintained their own animal control ordinances.

Last year, the County was again engaged in negotiations with HSHV on a new contract to provide animal control services throughout the County. While reviewing the applicable statutory provisions on animal control, a Michigan Attorney General's opinion was located which held that counties were not financially responsible for costs incurred in enforcing an animal control ordinance of a local municipal government within that county. (Opinion No. 5566, September 24, 1979). I have attached a copy of this Opinion for your records.

After reviewing this Opinion, I contacted those governmental entities that have adopted and maintain their own Animal Control Ordinances, including the Cities of Ann Arbor and Ypsilanti, as well as Ypsilanti, Superior and Pittsfield Townships. I spoke to each of these entities late last year and received a non-binding commitment from each entity to contribute some money to help the County off-set its contractual cost with HSHV. By following this approach, those local units of government that had adopted their own animal control ordinances did not have to individually contract with HSHV; rather, they would contribute a small amount to the County to receive the animal control services from the County's contract with HSHV (which at a minimum, still costs the County \$500,000.00 per year).

The amounts sought by the County from the municipalities that currently maintain their own animal control ordinance for calendar year 2013 are as follows:

William McFarlane
June 10, 2013
Pg. 2

City of Ann Arbor--\$28,000.00
City of Ypsilanti--\$5,000.00
Ypsilanti Charter Township--\$30,000.00
Superior Township--\$10,000.00
Pittsfield Township--\$18,000.00

I understand each of these entities is now formally taking this issue to their respective Boards for discussion. I trust this Memorandum answers any questions you may have concerning this issue. Please call or e-mail my office or the County's Corporation Counsel Curtis Hedger (734) 222-6745 or hedgerc@ewashtenaw.org if you have any further questions or would like to discuss this further.

II: general/animalcontmemo

CONTRACT

AGREEMENT is made this _____ day of _____, 2013, by SUPERIOR TOWNSHIP ("Township"), located at 3040 N. Prospect Road, Ypsilanti, Michigan 48198 and the COUNTY OF WASHTENAW, a municipal corporation, with offices located in the County Administration Building, 220 North Main Street, Ann Arbor, Michigan 48107 ("County").

WHEREAS, under Michigan law, the County is responsible for handling stray dogs and other smaller animal-related issues; and

WHEREAS, under Michigan law, other local governmental may choose to enact their own animal control ordinance and keep the fees assessed under that ordinance; and

WHEREAS, the Michigan Attorney General has opined (Opinion#5566, September 24, 1979) that a County is not responsible to pay for the costs associated with the enforcement of a local unit of government's animal control ordinance; and

WHEREAS, the County contracts with the Humane Society of Huron Valley ("HSHV") to provide statutorily required animal control services to the County; and

WHEREAS, the Township maintains its own animal control ordinance and has been using HSHV to meet the requirements of its ordinance without paying either the County or HSHV; and

WHEREAS, the parties have agreed that the County will continue to contract with HSHV, but that the Township will contribute funds to the County to help off-set those animals handled by HSHV under the Township's animal control ordinance.

NOW THEREFORE, in consideration of the promises below, the parties mutually agree as follows:

ARTICLE I - COMPENSATION

The parties agree that to assist the County in helping to defray its contractual costs to HSHV for providing animal control services throughout the entire County, including those animal service costs generated by the Township's Ordinance, the Township will pay the County an amount not to exceed ten thousand \$10,000.00 dollars. The Township shall pay these funds in a lump sum to the County immediately upon execution of this Contract.

ARTICLE II - TERM

This contract begins on June 3, 2013 and ends on November 1, 2013.

ARTICLE III - EQUAL EMPLOYMENT OPPORTUNITY

The County will not discriminate against any employee or applicant for employment because of race, creed, color, sex, sexual orientation, national origin, physical handicap, age, height, weight, marital status, veteran status, religion and political belief (except as it relates to a bona fide occupational qualification reasonably necessary to the normal operation of the business).

The County will take affirmative action to eliminate discrimination based on sex, race, or a handicap in the hiring of applicant and the treatment of employees. Affirmative action will include, but not be limited to: Employment; upgrading, demotion or transfer; recruitment advertisement; layoff or termination; rates of pay or other forms of compensation; selection for training, including apprenticeship.

The County agrees to post notices containing this policy against discrimination in conspicuous places available to applicants for employment and employees. All solicitations or advertisements for employees, placed by or on the behalf of the County, will state that all qualified applicants will receive consideration for employment without regard to race, creed, color, sex, sexual orientation, national origin, physical handicap, age, height, weight, marital status, veteran status, religion and political belief.

ARTICLE IV - EQUAL ACCESS

The County shall provide the services set forth in Article I without discrimination on the basis of race, color, religion, national origin, sex, sexual orientation, marital status, physical handicap, or age.

ARTICLE V - ASSIGNS AND SUCCESSORS

This contract is binding on the Township and the County, their successors and assigns. Neither the County nor the Township will assign or transfer its interest in this contract without the written consent of the other.

ARTICLE VI - TERMINATION OF CONTRACT

Section 1 - Termination without cause. Either party may terminate the contract by giving thirty (30) days written notice to the other party.

ARTICLE VII - CHANGES IN SCOPE OR SCHEDULE OF SERVICES

Changes mutually agreed upon by the Township and the County, will be incorporated into this contract by written amendments signed by both parties.

ARTICLE VIII - CHOICE OF LAW AND FORUM

This contract is to be interpreted by the laws of Michigan. The parties agree that the proper forum for litigation arising out of this contract is in Washtenaw County, Michigan.

ARTICLE IX - EXTENT OF CONTRACT

This contract represents the entire agreement between the parties and supersedes all prior representations, negotiations or agreements whether written or oral.

ARTICLE X – ELECTRONIC SIGNATURES

All parties to this contract agree that either electronic or handwritten signatures are acceptable to execute this agreement.

ATTESTED TO:

WASHTENAW COUNTY

By: _____
Lawrence Kestenbaum (DATE)
County Clerk/Register

By: _____
Verna J. McDaniel (DATE)
County Administrator

APPROVED AS TO CONTENT:

YPSILANTI CHARTER TOWNSHIP

By: _____
Department/Division Head (DATE)

By: _____
William McFarlane (DATE)
Supervisor

APPROVED AS TO FORM

APPROVED AS TO FORM

BY: _____
Curtis N. Hedger (DATE)
Office of Corporation Counsel

BY: _____
James A. Fink (DATE)
Township Attorney

H: contract/animalrev

William McFarlane

From: Verna McDaniel [mcdaniel@washtenaw.org]
Sent: Wednesday, May 29, 2013 3:04 PM
To: William McFarlane; 'brendamckinney@superior-twp.com'
Subject: FW: Proposed Animal Revenue Contracts
Attachments: animalrevsuper.doc

Greetings Bill and Brenda,

Attached is the contract for animal control services which we discussed and agreed upon in the amount of \$10,000. This contract has been sent to your legal counsel by Curt Hedger, Corporation Counsel for Washtenaw County for review. Should everything meet with your approval, please sign and return to Curt Hedger of my office.

My Best

Verna J. McDaniel
Washtenaw County Administrator
(734) 222-3401 work
(734) 635-3469 cell

From: Curtis Hedger
Sent: Tuesday, May 28, 2013 1:52 PM
To: Verna McDaniel
Subject: Proposed Animal Revenue Contracts

Verna. I'm attaching the drafts of the proposed contracts with Ann Arbor, Ypsilanti, Ypsilanti Township, Superior Township and Pittsfield Township which provides for each of these entities to provide financial support to the County to assist it in paying HSHV for providing animal services. Curt

The following opinion is presented on-line for informational use only and does not replace the official version. (Mich Dept of Attorney General Web Site - www.ag.state.mi.us)

STATE OF MICHIGAN

FRANK J. KELLEY, ATTORNEY GENERAL

Opinion No. 5566

September 24, 1979

MUNICIPALITIES:

Adoption of animal control ordinance

COUNTIES:

Adoption of animal control ordinance by municipalities within county

ANIMALS:

Adoption of animal control ordinance by municipalities

A city, village or township that enacts its own animal control ordinance is responsible for its own enforcement expenses and may not charge the county for such expenses.

Joseph T. Barberi, Esq.

Isabella County Prosecuting Attorney

200 North Main Street

Mt. Pleasant, Michigan 48858

County Building

Marquette, Michigan 49855

You have asked whether a city may establish an animal control program without adopting an ordinance, and then charge the county the reasonable expense of maintaining it. 1919 PA 339, Sec. 25, MCLA 287.285; MSA 12.535, provides:

'Any valid claims for loss or damage to live stock which have accrued under any general or local laws, prior to the taking effect of this act, shall not abate by reason of the repeal of such laws by the operation of this act, but all such claims, and all claims arising under this act and all expense incurred in any county in enforcing the provisions of this act shall be paid out of the general fund of the county. At the time this act takes effect, all moneys then in the 'dog fund' in the hands of township or city treasurers, derived from the taxation of dogs under existing laws, shall be turned into the county general fund: Provided, In all cities having a well regulated dog department, the reasonable expense of maintaining the same, shall be borne by said county, duly audited by the board of supervisors, ⁽¹⁾ and in any county having a board of county auditors, said board of county auditors shall audit said reasonable bills, to be paid out of the general fund of the county.'

This section indicated that 1919 PA 339 operated to repeal prior general and local laws, with the proviso that '[i]n all cities having a well regulated dog department, the reasonable expense of maintaining the same, shall be borne by the said county.'

At the time that section 25 was first enacted, the only exception from the provisions of said act were cities having a population of 250,000 or more. See 1919 PA 339, Sec. 30 as originally enacted; MCLA 287.290; MSA 12.541. ⁽²⁾ The legislative history of this section, discussed in OAG, 1963-1964, No 4353, pp 513, 517 (December 1, 1964), reflects the legislative intention to increasingly broaden the exceptions from the application of said act. That opinion states:

'The foregoing recitals demonstrate that Section 30 has always been treated by the legislature as a medium for delineating exclusionary exceptions to state enforcement where local enforcement machinery exists and is satisfactory to the legislature. . . .'

The exceptions were further broadened by 1972 PA 349, which amended section 30 to authorize all cities, villages and townships to adopt their own animal control ordinances, without regard to their population. Section 30 now provides:

'A city, village or township by action of its governing body may adopt an animal control ordinance to regulate the licensing, payment of claims and providing for the enforcement thereof. . . .'

1972 PA 349 also added section 29a, MCLA 287.289a; MSA 12.540(1), limiting a county's jurisdiction for enforcement; expense, etc., to animal control programs in cities, villages and townships which do not have their own animal control ordinances:

' . . . The [county] animal control agency shall have jurisdiction to enforce this act in any city, village or township which does not have an animal control ordinance. The county's animal control ordinance shall provide for animal control programs, facilities, personnel and necessary expenses incurred in animal control. The ordinance is subject to sections 6 and 30.' [Emphasis added]

In letter opinions to Senator John Toepp, dated March 7, 1978, and Mr. Gary L. Walker, Marquette County Prosecuting Attorney, dated January 3, 1979, (see appendices A and B) I concluded that a home rule city that enacted its own animal control ordinance is responsible for its own enforcement expenses, and may not charge the county for such expenses. The Toepp opinion quoted at length from OAG, 1963-1964, No 4353, and explained how the growth of the exceptions to section 30 has eroded the application of section 25.

While OAG, 1949-1950, No 968, p 255 (June 30, 1949) held that a city with a population under 5,000 may by charter provision or ordinance, establish a well regulated dog department and charge the county the reasonable expense of maintaining the same, that opinion was issued before section 29a was added to 1919 PA 339 to except cities, villages and townships from county control and reimbursement with their own ordinances. In light of changes made from time to time to section 30, and the addition of section 29a, the responsibility for the expense of such city programs has been changed by the legislature. The recent opinions reflect the changes in the scope of local enforcement and the more limited jurisdiction and responsibility of counties for enforcement and the expense of animal control programs subsequent to the issuance of OAG, 1949-1950, No 968, supra, and should therefore be deemed controlling.

Cities, villages and townships are presently authorized to establish dog departments by adoption of animal control ordinances. When such ordinances are adopted, county enforcement is precluded by section 29a, supra. If a local ordinance is not adopted, the county animal control agency has jurisdiction for enforcement, personnel, expenses, etc., under the same provision. It is my opinion that a city, village or township may not establish its own animal control program unless a local ordinance is adopted by the city, village or township as provided for by section 30, supra, and that such municipalities may not charge counties for the expenses of animal control programs when they have adopted their own ordinances.

Frank J. Kelley

Attorney General

March 7, 1978.

Honorable John F. Toepp

State Senator

The Capitol

Lansing, Michigan 48909

Dear Senator Toepp:

You have requested my opinion on the following questions relating to the Dog Law of 1919, 1919 PA 339, as last amended by 1972 PA 349; MCLA 287.261 et seq; MSA 12.511 et seq:

1. May the City appoint its own dog warden and maintain its own dog control program if the county elects to appoint a dog warden for the city as provided in Sec. 16 of the dog law?
2. If the answer to No. 1 is yes, is the county still responsible for the salary of the city's dog warden and other expenses?

In responding to your questions it is first necessary to review the history of this act for only a detailed review of its legislative history can explain why the growth of the exceptions contained in 1919 PA 339, supra, Sec. 30 has eroded the rule stated in section 25. As such a review was comprehensively set forth in OAG, 1963-1964, No 4353, p 513, 514-517 (December 1, 1964), I quote the following at length from that opinion:

'Act 339, P.A. 1919 is the present dog law. Reviewing only the amendments to Section 30 thereof, we find that in the original act, the section read as follows:

"All cities in this State having a population of two hundred fifty thousand, according to the last federal census, or that shall hereafter attain such a population, are hereby excepted from all the provisions of this act.'

'The section was amended by Act 310, P.A. 1921, to insert and add, after the words 'such a population,' the words:

"and all cities and villages located entirely within the limits of any such city of two hundred fifty thousand population'

The words 'are hereby excepted from the provisions of this act' then followed the insertion.

'The section was amended by Act 239, P.A. 1929, by inserting after the words 'two hundred fifty thousand population' the words:

"and all villages located within twenty miles of the corporate limits of such cities of two hundred fifty thousand population.'

'Act 189, P.A. 1933, expanded the language by adding the words 'or more' after the words 'two hundred fifty thousand population' in the three places where the words occur, and excepting cities within twenty miles.

'Act 288, P.A. 1941, amended Section 30 to read:

"All cities in this state having a population of 250,000 or more, according to the last federal census, or that shall hereafter attain such a population, and all cities and villages entirely within the limits of such city of 250,000 population or more, or located within twenty miles of the corporate limits of such cities of 250,000 or more, [and all townships in the county lying within a radius of 20 miles or the corporate limits of such cities of 250,000 or more and having an ordinance or ordinances regulating the licensing of dogs, payment of claims and

providing for the enforcement of such ordinances], are hereby excepted from the provisions of this act. [Any such township shall be authorized by action of its township board to adopt an ordinance or ordinances regulating the licensing of dogs, payment of claims and providing for the enforcement of such ordinances.]¹ 209, P.A. 143, further expanded Section 30 by changing 'the county' and subsequent phrase in the seventh line of the section as quoted above to read: 'counties having a city of 250,000 population or more.'

'Act 22, P.A. 1949, amended the section by adding the words 'or townships contiguous to cities having a population of 250,000 or more' before the words 'and having an ordinance. . . .'

'Act 125, P.A. 1952, amended the section by adding after 'such ordinances' a proviso as follows:

"Provided, however, In counties which have or may hereafter by resolution of the board of supervisors adopted rabies vaccination requirements as set forth in Act No. 35 of the Public Acts of 1949, any city, village, or township adopting a dog licensing ordinance or ordinances shall also require that such application for a license shall be accompanied by proof of vaccination of the dog for rabies within the year preceding the date of the application.'

'Act 172, P.A. 1953, further amended Section 30 of the 1919 dog law so that it reads as follows:

"All cities in this state having a population of 250,000 or more, according to the [latest or each succeeding federal decennial census,] or that shall hereafter attain such a population, and all cities and villages entirely within the limits of such city of 250,000 population or more, or located within 20 miles of the corporate limits of such cities of 250,000 or more, and all townships in counties having a city of 250,000 population [or more] or township contiguous to cities having a population of 250,000 or more and having an ordinance or ordinances regulating the licensing of dogs, payment of claims and providing for the enforcement of such ordinances, [with the exception of the provisions in section 10, 10a and 11 of this act,] are hereby excepted from the other provisions of this act. Any such [city, village or] township shall be authorized by action of the [city, village or] township board to adopt an ordinance or ordinances regulating the licensing of dogs, payment of claims and providing for the enforcement of such ordinances: Provided, however, In counties which have or may hereafter by resolution of the board of supervisors adopted rabies vaccination requirements as set forth in Act No. 35 of the Public Acts of 1949, any city, village or township adopting a dog licensing ordinance or ordinances shall also require that such application for a license, [except kennel licenses,] shall be accompanied by proof of vaccination of the dog for rabies within the year preceding the date of the application.'¹ 211, P.A. 1959, amended the section to read, and it currently reads, as follows:

"All cities in this state having a population of 250,000 or more, according to the latest or each succeeding federal decennial census, and all cities and villages located within 20 miles of the corporate limits of such cities of 250,000 or more, and townships having an ordinance or ordinances regulating the licensing of dogs, payment of claims and providing for the enforcement of such ordinances, with the exception of the provisions in sections 10, 10a and 11 of this act, are hereby excepted from the other provisions of this act. Any city, village, or township [in a county of 150,000 population or more according to the latest or each succeeding federal decennial census] shall be authorized by action of the city or township [governing body] to adopt an ordinance or ordinances regulating the licensing of dogs, payment of claims and providing for the enforcement of such ordinances. In counties which have or may hereafter by resolution of the board of supervisors adopted rabies vaccination requirements as set forth in Act No. 35 of the Public Acts of 1949, any city, village, or township adopting a dog licensing ordinance or ordinances shall also require that such application for a license, except kennel licenses, shall be accompanied by proof of vaccination of the dog for rabies within the year preceding the date of the application.'¹ (C.L.S. 1961 Sec. 287.209; M.S.A. 1963 Cum. Supp. Sec. 12.541) ^(a)

"The foregoing recitals demonstrate that Section 30 has always been treated by the legislature as a medium for delineating exclusionary exceptions to state enforcement where local enforcement machinery exists and is satisfactory to the legislature. The dog law being a regulatory measure under the police power and not a tax or revenue measure, it seems appropriate to conclude that no duality of regulation was intended by the legislature and accordingly the 1959 amendment should be construed as excepting dog owners from the requirements of purchase of a county license if they reside in and own dogs in cities, villages or townships within counties of 150,000 population or more which have adopted ordinances regulating the licensing of dogs.' [Footnotes omitted]

Responding now to your first question, a reading of the entire statute indicates that 1919 PA 339, supra, Sec. 16 authorizes a county to appoint an animal control officer to act within a city only where a city does not have its own effective ordinance regulating dogs. Accordingly, it is my opinion that, by virtue of its home rule powers and pursuant to 1919 PA 339, supra, Sec. 30 a city in a county with a population of 150,000 or more may adopt an animal control ordinance and may appoint its own dog warden or animal control officer; further, a county of a population of 150,000 persons or more may not enforce its dog ordinance within a city which has adopted its own ordinance pursuant to 1919 PA 339, Sec. 30, supra.

As to your second question, it is my opinion that a city which adopts its own ordinance is responsible for the full cost of implementing that ordinance and that, conversely, the county has no financial responsibility for enforcement of the city's ordinance.

I recognize that 1919 PA 339, supra, Sec. 25 contains a proviso which states:

' . . . In all cities having a well regulated dog department, the reasonable expense of maintaining the same, shall be borne by said county, . . . '

However, this proviso must be read in conjunction with 1919 PA 339, Sec. 30, supra, excepting certain cities from the act, the legislative history of which reveals that the section 25 proviso is only intended to apply to such cities, villages and townships not included within section 30.

Thus, for the purposes of illustration, the proviso should be read as though the underlined portions were included:

' . . . In all cities having a well regulated dog department, except those which have their own ordinance or ordinances regulating the licensing of dogs, payment of claims and providing for the enforcement of such ordinances, the reasonable expense of maintaining the same shall be borne by said county. . . . '

It is therefore my opinion that a home rule city that enacts its own animal control ordinance pursuant to 1919 PA 339, Sec. 30, supra, is responsible for its own enforcement expenses payable from fees collected thereunder.

Very truly yours,

Frank J. Kelley

Attorney General

January 3, 1979.

Mr. Gary Walker

Marquette County Prosecuting Attorney

Dear Mr. Walker:

Your correspondence indicates that the County of Marquette does not have an animal control ordinance or program and that the City of Marquette has submitted a bill to Marquette County for reimbursement of the city's expenses for its animal control program for the fiscal year beginning July 1, 1978. You request my opinion on the following question:

Is a county required by 1919 PA 339 Sec. 25; MCLA 287.285; MSA 12.535, to reimburse a city in the county for the expenses of the city's administration of an animal control program under the city's ordinance?

Your question has previously been answered in the negative in a letter opinion to Senator John F. Toepf dated March 7, 1978, which discussed section 30, supra, and the proviso of section 25, as follows:

However, this proviso must be read in conjunction with 1919 PA 339, Sec. 30, supra, excepting certain cities from the act, the legislative history of which reveals that the section 25 proviso is only intended to apply to such cities, villages and townships not included within section 30.

Thus, for the purposes of illustration, the proviso should be read as though the underlined portions were included:

' . . . In all cities having a well regulated dog department, except those which have their own ordinance or ordinances regulating the licensing of dogs, payment of claims and providing for the enforcement of such ordinances, the reasonable expense of maintaining the same shall be borne by said county. . . .'

It is therefore my opinion that a home rule city that enacts its own animal control ordinance pursuant to 1919 PA 339, Sec. 30, supra, is responsible for its own enforcement expenses payable from fees collected thereunder.'

Very truly yours,

Frank J. Kekkei

Attorney General.

(1) Now entitled county board of commissioners pursuant to 1966 PA 261 as added by 1969 PA 137; MCLA 46.416; MSA 5.359(16).

(2) Section 30 has since been amended by 1921 PA 310, 1929 PA 239, 1933 PA 189, 1941 PA 288, 1943 PA 209, 1949 PA 22, 1952 PA 125, 1953 PA 172, 1959 PA 211, 1969 PA 195, 1971 PA 229 and 1972 PA 349.

(61) The added language is indicated by brackets'

<http://opinion/datafiles/1970s/op05566.htm>

State of Michigan, Department of Attorney General

Last Updated 11/10/2008 15:49:34

SUPERIOR TOWNSHIP
WASHTENAW COUNTY, MICHIGAN

ORDINANCE NO. 63 DOG CONTROL ORDINANCE
Amended by Ordinance No. 184 on May 21, 2012

THE TOWNSHIP OF SUPERIOR, COUNTY OF WASHTENAW, STATE OF MICHIGAN, ORDAINS:

Section 63-01 – Short Title

This Ordinance shall be known and may be cited as: "The Superior Township Dog Control Ordinance".

Section 63-02 - Definitions

(1) **Animal Control Officer.** An animal control officer means any person employed by Washtenaw County whose duty it is to enforce local and state laws related to animal control.

(2) **Livestock.** The term "livestock" means and includes horses, stallions, colts, geldings, mares, sheep, rams; lambs, bulls, bullocks, steers, heifers, cows, calves, mules, jacks, jennets, burros, goats, kids and swine, and fur-bearing animals being raised in captivity.

(3) **Owner.** The word "owner", when applied to the proprietorship of a dog, means every person having a right of property in the dog, and every person who keeps or harbors the dog or has it in his care, and every person who permits the dog to remain on or about any premises occupied by him for a period of five (5) days or more.

(4) **Poultry.** The term "poultry" means all domestic fowl, ornamental birds and game birds possessed or being reared under authority of a breeder's license pursuant to Part 427 (Breeder's and Dealers) of the Natural Resources and Environmental Protection Act (Public Act 451 of 1994, as amended).

(5) **Reasonable Control.** A dog shall be deemed to be under "reasonable control" only under the following circumstances:

(a) When such dog is on the premises of its owner and is controlled by such owner in such a way that it does not do damage to the person or property of any person, other than its owner, except when in the defense of itself, its owner, his agent, or a member of his family, or their property; and

(b) When such dog, not being on the premises of its owner, is under the custody of a responsible person and is securely held upon a leash of leather or other material of a length of not over six (6) feet or is in a closed motor vehicle, and is controlled in such a way that the dog does not commit damage to the person or property of any person, other than its owner, except when in the defense of itself, its owner, his agent, or a member of his family, or their property.

(5) **Law Enforcement Officer.** A law enforcement officer means any person employed or elected by the people of the state or any municipality, county, or township, including the Superior Township Ordinance Enforcement Officer, whose duty it is to preserve peace or enforce township ordinances.

Section 63-03 - Enforcement

Except for duties specifically assigned by this ordinance to the animal control officer or a police officer, it shall be the duty of a law enforcement officer to enforce all

the provisions of this ordinance. It shall be the duty of the law enforcement officer to aid in the enforcement of all of the ordinances of the Township.

Section 63-04 - Complaints for Article Violations

A law enforcement officer or animal control officer may make complaint to a District Judge of the County in regard to any violation of this article of which he or she has knowledge.

Section 63-05 - Control

(1) It shall be unlawful for the owner of any dog not to have such dog under reasonable control at all times, whether on or off the premises of the owner.

(2) It shall be unlawful for the owner of any dog located within the township to allow such dog to stray beyond the premises of such owner, unless such dog is under reasonable control.

(3) It shall be unlawful for the owner of any female dog to permit such female dog to go beyond the premises of such owner when she is in heat, unless such female dog is held properly in leash and is under reasonable control.

Section 63-06 - Noisy Dogs

It shall be unlawful for any person to be the owner of a dog in the township, which dog, by loud and frequent barking, howling, yelping, growling or any other noise, causes serious annoyance to any of the people of the township.

Section 63-07 - Dogs Creating Unsanitary Conditions or Offensive Odors

It shall be unlawful for any person to be the owner or to have in his possession a dog that creates an unsanitary condition or an offensive odor that causes a hazard to the health and welfare of any of the people of the township.

Section 63-08 - Fierce Dogs and Dogs Bitten by Rabid Animals

It shall be unlawful for any person in the township to own a fierce dog, or a dog that has been bitten by any animal known to have been afflicted with rabies.

Section 63-09 - Confinement for Rabies Observation

(1) Any person who shall have in his possession a dog which has contracted rabies or has been subjected to the same, or which is suspected of having rabies, or which has bitten any person shall, upon demand of the animal control officer or any police officer of the township, county or state, produce and surrender up such a dog to such officer to be held for observation as hereinafter provided. It shall be the duty of any person owning a dog which has been attacked or bitten by another dog or animal showing symptoms of rabies, or which has bitten any person or any other dog suspected of having rabies, to immediately notify the animal control officer or the township clerk that such person has such dog in his possession.

(2) Whenever a dog is reported to have bitten any person, it shall thereupon be the duty of the animal control officer to seize such animal and confine the same in one of the veterinarian hospitals in the township or the vicinity thereof, or the Washtenaw County Humane Society, for a period of at least ten (10) days for the purpose of ascertaining whether such animal is afflicted with rabies. The animal control officer may notify, in writing, the person owning or possessing such dog, to confine the same in one of the veterinarian hospitals of the township or the vicinity thereof, or with the Washtenaw County Humane Society, for a period of at least ten (10) days for the purpose of ascertaining whether such dog is afflicted with rabies, and it shall thereupon be the duty of such owner to accomplish the confinement of such dog within twelve (12) hours after receiving such

notice from the animal control officer in anyone of the places above indicated for such period of ten (10) days, for the purpose of ascertaining whether such dog is afflicted with rabies. If such dog is not afflicted, it may be returned to its owner.

(3) In the event any dog is confined under the provisions of this section, the owner thereof shall be liable for any fees and costs which accrue because of the detention of such dog.

(4) Whenever a dog confined under this section is suspected of having rabies, it shall be the duty of its custodian or the animal control officer to arrange for the delivery of such dog to the state department of health for a laboratory diagnosis of the presence or absence of rabies.

Section 63-10 - Procedure For Recovery Of Damages For Loss Of or Injury To Livestock or Poultry Caused By Dogs

(1) Whenever any person sustains any loss or damage to any livestock or poultry by dogs, or whenever any livestock of any person is necessarily destroyed because of having been bitten by a dog, such person or his agent or attorney, may complain to the township supervisor or appointed trustee of the township within which the damage occurred. The complaint shall be writing, signed by the person making it, and shall state when, where, what and how much damage was done, and, if known, by whose dog or dogs. The township supervisor or a township trustee appointed by the township board shall at once examine the place where the alleged damage was sustained and the livestock or poultry injured or killed, if practicable. He shall also examine under oath, or affirmation, any witness called before him. After making diligent inquiry in relation to the claim, the township supervisor or appointed trustee shall determine whether any damage has been sustained and the amount thereof, and, if possible, who was the owner of the dog or dogs by which the damage was done. If during the course of the proceedings it shall appear who is the owner of the dog causing the loss or damage to the livestock, the township supervisor or appointed trustee shall request the District Court Judge to forthwith issue a summons against the owner commanding him to appear before the township supervisor or appointed trustee and show cause why the dog should not be killed. The summons may be served anyplace within the county in which the damage occurred, and shall be made returnable not less than two (2) nor more than six (6) days from the date therein and shall be served at least two (2) days before the time of appearance mentioned therein. Upon the return day fixed in the summons the township supervisor or appointed trustee shall proceed to determine whether the loss or damage to the livestock was caused by said dog, and if he shall so find he shall forthwith notify the sheriff or the animal control officer of the county of that fact whereupon it shall be the duty of the sheriff or the animal control officer to kill the dog wherever found. Any owner or keeper of the dog or dogs shall be liable to the county in a civil action for all damages and costs paid by the county on any claims as hereinafter provided.

Section 63-11 - License Required

It shall be unlawful for any person to be the owner of any dog over the age of six (6) months, located within the township, unless such dog is currently licensed in accord with the provisions of Washtenaw County Treasurer.

Section 63-12 - Unlawful Removal of Tag

It shall be unlawful for any person, except the owner or his authorized agent, to remove any license tag from a dog.

Section 63-13 - Transfer

No license or license tag issued for one dog shall be transferable to another dog. Whenever the ownership or possession of any dog is permanently transferred from one person to another within the township, the license of such dog may be likewise transferred, upon notice give to the township treasurer, who shall note such transfer upon

his record.

Section 63-14 - Impoundment Generally

(1) It shall be the duty of the animal control officer to pick up and impound:

- (a) Any dog which he finds running at large,
- (b) Any dog which he finds not to be under the reasonable control of its owner, his agent, or a member of his family,
- (c) Any dog not duly licensed,
- (d) Any dog not duly inoculated,
- (e) Any dog not wearing a collar with a tag for the current year attached thereto as provided in the article,
- (f) Any dog which he finds to be violating any of the provisions of this article.

(2) Delivery to Humane Society

The animal control officer shall turn over all dogs picked up or impounded to the Humane Society and make arrangements for the delivery of all such dogs to the Humane Society.

(3) Notice to Owner

The animal control officer shall serve notice in writing upon the owner of any dog impounded under the provisions of this division, if such owner is known, and he shall make a reasonable effort to ascertain the owner of any dog so impounded. .

(4) Holding Period; Redemption By Owner

The Humane Society shall hold a dog delivered to it under this division in custody for a period of three (3) days, excluding Sundays and legal holidays, within which time the owner may reclaim such dog. Such dog shall be released to the owner upon the fulfillment of all of the following conditions:

- (a) The showing of a current license, or in a case of an unlicensed dog, the owner shall procure a license in the manner provided in this article.
- (b) The showing of a proper certificate from a veterinarian showing the dog has been inoculated during the current year, or in the case of an unimmunized dog, the owner shall pay the costs of having the dog then and there immunized before it is released.

(5) Disposition of Unredeemed Dogs

If an impounded dog is not reclaimed by its owner at the end of the period prescribed in section 4, the Humane Society may destroy the dog; provided, however, if in the judgment of the Humane Society, the dog is valuable or desirable for keeping, the Humane Society may dispose of the dog to any responsible person who will remove the dog from the township or keep the dog within the township in accordance with the provisions of this article.

(6) Records

The animal control officer shall keep a record of the breed, sex, age, color and markings of every dog impounded, together with the date and hour of such impounding

and the name of its owner, if known.

Section 63-15 - Maximum Number of Permitted Dogs

No person who owns, keeps, cares for or harbors dogs over six (6) months in age shall permit such dogs to remain on or about any premises in a manner that exceeds the following standards:"

Maximum Number of Permitted Dogs over Six (6) Months in Age	Minimum Requirements
Up to three (3) dogs	Less than two (2) acres of gross lot area
Four (4) or five (5) dogs	Two (2) acres or greater of gross lot area
More than five (5) dogs	Compliance with all requirements for a kennel per the Superior Charter Township Zoning Ordinance No. 174, as amended

Section 63-16- Penalty

1. **Violation as misdemeanor.** A violator shall be guilty of a misdemeanor and upon conviction thereof, be fined not more than \$500.00 or imprisoned for not more than 90 calendar days, or both, and in addition, shall pay all costs and expenses involved in the case, including the cost of prosecution. Each day a violation continues shall be considered a separate offense. The imposition of any such fine or sentence shall not exempt the violator from compliance with this Ordinance.
2. **Violation as civil infraction.** The violator shall be responsible for a civil infraction for which the court may impose a civil fine of not less than \$100.00 nor no more than \$10,000.00 per day of violation plus all costs, direct or indirect, which the Township has incurred in connection with the violation, including the Township's attorney fees. The imposition of any such fine shall not exempt the violator from compliance with this Ordinance.
3. **Injunctive relief.** The Township may commence civil suit seeking injunction, specific performance, mandamus, abatement or other appropriate proceedings to prevent, enjoin, abate or remove any violations of this Ordinance.
 - a. In the event the Township commences civil suit pursuant to this Section and it is determined that a violation has occurred, in addition to any other remedies to which the Township shall be entitled, it shall also be entitled to recover from the violator its actual attorney fees and costs incurred in enforcing provisions of this Ordinance.
 - b. A petition for injunctive relief shall in no way relieve the violator of any and all criminal or civil liability associated with the violation. A petition for injunctive relief shall not be a bar against, or a prerequisite for, any other actions by the Township against the violator.
4. **Choice of remedy.** The decision to charge a violator with a misdemeanor or a civil infraction or to seek injunctive relief to enjoin violations of the Ordinance or any combination of these remedies shall be at the sole discretion of the Township.

Section 63-16 - Severability

All sections, terms, provisions or clauses of this Ordinance shall be deemed independent and severable. Should a court of competent jurisdiction hold any section, term, provision or clause void or invalid, all remaining sections, terms, provisions and clauses not held void or invalid shall continue in full force and effect.

Section 63-17 - 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 30 days following the final adoption thereof. This Ordinance shall become effective immediately upon said publication.

CERTIFICATION

I, David Phillips, 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 Ordinance 63 with amendments as adopted at a regular meeting of the Superior Charter Township Board held on May 21, 2012.

David Phillips, Superior Charter Township Clerk

William McParlane, Superior Charter Township Supervisor

**SUPERIOR CHARTER TOWNSHIP
WASHTENAW COUNTY, MICHIGAN**

**A RESOLUTION FOR APPROVAL FOR THE SUPERIOR TOWNSHIP FIRE
DEPARTMENT TO SUBMIT A PROPOSAL FOR THE MICHIGAN TOWNSHIP
PARTICIPATING PLAN'S RISK REDUCTION GRANT PROGRAM**

RESOLUTION NUMBER: 2013-17

DATE: JUNE 17, 2013

WHEREAS, the Charter Township of Superior wants to emphasize the benefits of traffic safety as it pertains to emergency scenes involving Superior Township Fire Department apparatus and personnel, and

WHEREAS, the Charter Township of Superior wants to demonstrate that risk management and loss control practices can be applied to all Superior Township Fire Apparatus and personnel, and

WHEREAS, the Charter Township of Superior wants to implement equipment and standard operating procedures to safely control traffic and protect both the public and Superior Township Fire Department apparatus and personnel, and

WHEREAS, the Michigan Township Participating Plan provides insurance to the Charter Township of Superior and they have a grant program which can award up to \$5,000 towards the purchase of the equipment that will result in risk reduction, and

WHEREAS, any grant monies received by the township will be used for three traffic control projects in the Fire Department to improve traffic safety at emergency scenes and will result in risk reduction, and

WHEREAS, the first project will place National Fire Protection Association (NFPA) Standardized chevron reflective stickers on Tanker 11-1 (2007 American LaFrance Pumper Tanker) and Utility 11-1 (2006 Ford F-350 Pick-up), and

WHEREAS, the second project will procure 100 American National Standards Institute (ANSI) certified 28 inch double reflective traffic cones, and

WHEREAS, the third project will be to purchase 20 ANSI certified traffic safety vests, and

WHEREAS, the total cost of these three projects will be \$9,710 and if the township obtains the Michigan Participating Plan grant in the full amount of \$5,000, the township's share will be \$4,710, and

NOW, THEREFORE BE IT RESOLVED, that the Charter Township of Superior Board of Trustees approves the Superior Township Fire Department and the Township Supervisor to engage in all actions necessary to facilitate and complete an application for the Michigan Participating Plan's Risk Reduction Grant Program, and

NOW, THEREFORE BE IT FURTHER RESOLVED, prior to the Township accepting the grant from the Michigan Township Participating Plan's Risk Reduction Grant Program, the issue will be brought back to the Superior Township Board of Trustees for final approval.

OFFERED BY _____

SUPPORTED BY _____

YES _____ NO _____ ABSENT _____ VOTE

STATE OF MICHIGAN
IN THE CIRCUIT COURT FOR THE COUNTY OF WASHTENAW

MYSTIC FOREST CONDOMINIUM
ASSOCIATION, a Michigan non-profit
corporation, as successor in interest of
RICHARD E. GILBERT,

Case No. 97-8233-CE
Hon. Donald E. Shelton

Plaintiff,

v

SUPERIOR CHARTER TOWNSHIP, a
Michigan municipal corporation, and
THE SUPERIOR CHARTER TOWNSHIP
ZONING BOARD OF APPEALS,

Defendants.

Dana A. Dever (P24220)
DeLoof, Hopper, Dever & Wright, PLLC
Attorney for Plaintiff
301 N. Main Street, Suite 250
Ann Arbor, MI 48104
Phone: (734) 994-1295
Fax: (734)662-8003

John L. Etter (P13233)
Reading Etter & Lillich
Attorney for Defendants
101 N. Main Street, Suite 575
Ann Arbor, MI 48104
Phone: (734)769-9050
Fax: (734)769-9055

AMENDMENT TO CONSENT JUDGMENT

At a session of said Court held in the
Washtenaw County Courthouse, Ann Arbor,
Michigan, on the ____ day of _____, 2013

Present: Honorable Donald E. Shelton
Circuit Court Judge

THIS MATTER coming to the Court pursuant to the consent of the parties, as evidenced by the signatures of their attorneys hereon, and a Consent Judgment having been entered on August 31, 1998, between Richard E. Gilbert, as Plaintiff, and Defendants, Superior Charter Township and the Superior Charter Township Zoning Board of Appeals, and said Consent Judgment having set forth certain standards and provisions for the use, development and operation of real property identified in said Judgment which would constitute a Planned Community as a Planned Unit Development, and the interest of the Plaintiff Richard E. Gilbert having passed to Midwest Creative Investments, LLC, a Michigan Limited Liability Company, and the Mystic Forest Condominium Association, being an association of property owners wishing to adopt this amendment of deed restrictions and pursuant to the provisions of the Master Deed as recorded in Liber 3944, Page 695, on May 11, 2000, with the Washtenaw County Register of Deeds, and all parties in interest wishing to amend the provisions of said deed restrictions, which are adopted by reference in the Master Deed and the restrictions for the use and development of the individual building sites within the condominium, and the owners of the properties constituting all of the units and owners in the Condominium Association having agreed to the entry of this Amendment to the Consent Judgment as evidenced by their signatures to a resolution which is attached hereto and made a part hereof as Exhibit 1;

NOW THEREFORE IT IS ORDERED that the following modifications and provisions shall be given full force and effect:

1. For Units (also known as lots) 11, 17 and 18, the side yard setbacks shall be modified to 15 feet for each side, for a total side yard setback per unit of 30 feet for each of said units,
2. For all other Units, exclusive of Units 11, 17 and 18, the side yard setbacks shall be

modified to equal at least 15 feet on the side with the least distance and a total of 45 feet for a combination of the two sides.

3. For all lots, the Floor Area Ratio (FAR) and Ground Floor Coverage (GFC) for the development shall be as follows: FAR = 0.35 and GFC = 20%.

The remaining provisions of such Consent Judgment, Final Site Plan, and Master Deed shall remain as previously written.

Hon. Donald E. Shelton

Approved as to form and content:

Dana A. Dever (P24220)
Attorneys for Plaintiffs Successor
in Interest

Dated: _____, 2013

Frederick Lucas (P29074)
Attorney for Defendants

Dated: _____, 2013

Drafted by:
Dana A. Dever (P24220)
DeLoof, Hopper, Dever & Wright, PLLC

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RESOLUTION OF THE OWNERS OF THE MYSTIC FOREST CONDOMINIUM

Resolved, by all owners of Units/lots with Mystic Forest Condominium, as a resolution of the condominium association, that:

1. Article VI, under the heading Architectural and Building Specification and Use Restrictions, Section 4, of the Condominium Bylaws for Mystic Forest Condominiums provides that no residence, building or other structure on any Unit shall be placed, erected, altered or located nearer to the front, side or rear boundary lines of the Unit than is permitted by the Site Plan approved by the Township of Superior.
2. A Consent Judgment was entered into between the principal of the original developer, Richard E. Gilbert, having set forth certain restrictions and rules as to setbacks for lots and units of the Condominium which would define the site plan restrictions for building on the lots (also known as "Units"),
3. And all owners of Units within the Site Condominium desiring and consenting to the amendment set forth below for the setback requirements and other restrictions for specific Units and the Floor Area Ratios and Ground Floor Coverage for the Development as set forth as follows:
 - A) For Units (also known as lots) 11, 17 and 18, the side yard setbacks shall be modified to 15 feet for each side, for a total side yard setback per unit of 30 feet for each of said units.
 - B) For all other Units, exclusive of Units 11, 17 and 18, the side yard setbacks shall be modified to equal at least 15 feet on the side with the least distance and a total of 45 feet for a combination of the two sides.

C) For all lots/Units, the Floor Area Ratio (FAR) and Ground Floor Coverage (GFC) for the development shall be as follows: FAR = 0.35 and GFC = 20%.

3. The undersigned, being all of the Owners of all Units in the Mystic Forest Condominium agree to such changes, and adopt such revisions, and authorize, adopt, and request a modification and amendment of that certain Judgment entered by the Honorable Donald E. Shelton, Case No. 97-8233-CE, entitled Richard E. Gilbert v. Superior Charter Township, a Michigan municipal corporation, and The Superior Charter Township Zoning Board of Appeals, which shall then serve to control the usage and development.

Midwest Creative Investments, LLC

Dated: _____, 2013

By: Mohamad Issa, Member
Owner of Unit 3

Dated: _____, 2013

Anwar M. Issa
Owner of Unit 1

Dated: _____, 2013

Ibtisam A. Issa
Owner of Unit 1

Dated: _____, 2013

Said M. Issa
Owner of Unit 2

Dated: _____, 2013

Mayson Issa
Owner of Unit 2

Dated: _____, 2013

Robert Mackenzie
Owner of Unit 4

Dated: _____, 2013

Lorraine Chiappetta
Owner of Unit 4

Dated: _____, 2013

Mohomad Issa
Owner of Unit 5

Dated: _____, 2013

Hayat Issa
Owner of Unit 5

Dated: _____, 2013

Marwan Issa
Owner of Unit 6

Dated: _____, 2013

Amal Issa
Owner of Unit 6

Dated: _____, 2013

Abdul Aziz Issa
Owner of Unit 10

Dated: _____, 2013

Fatmeh Issa
Owner of Unit 10

Dated: _____, 2013

Muncer Issa
Owner of Unit 9

Dated: _____, 2013

Amany Issa
Owner of Unit 9

Drafted by:
Dana A. Dever (P24220)
DeLoof, Hopper, Dever & Wright, PLLC
301 N. Main, Suite 250
Ann Arbor, MI 48104
(734)994-1295

I:\public\Laurel\Clients\ISSA\MysticForest\Resolution.wpd

County: WASHTENAW Unit: SUPERIOR TOWNSHIP

***** Owner's Name *****	*** Parcel Number ***	2012 Trib./Other Class		Zone	* Property Address	PRE %	Trans
		S.E.V.	Taxable				
ISSA ANWAR M & IBTISAM A	J -10-08-310-001	230,200	230,200	401	P-C 3610 BRITTANIE DR	100.000	0.00
ISSA SAID M	J -10-08-310-002	253,300	253,300	401	P-C 3622 BRITTANIE DR	100.000	0.00
MIDWEST CREATIVE INVESTMENTS L J	-10-08-310-003	17,500	17,500	401	P-C 3630 BRITTANIE DR	0.000	0.00
MACKENZIE ROBERT G/CHIAPPETTA	J -10-08-310-004	217,900	217,900	401	P-C 3644 BRITTANIE DR	100.000	0.00
ISSA HAYAT	J -10-08-310-005	242,700	242,700	401	P-C 3650 BRITTANIE DR	100.000	0.00
ISSA MARWAN & AMEL	J -10-08-310-006	173,900	173,900	401	P-C 3658 BRITTANIE DR	0.000	100.00
MIDWEST CREATIVE INVESTMENTS L J	-10-08-310-007	17,500	17,500	401	P-C 3700 BIRCH RUN DR	0.000	0.00
MIDWEST CREATIVE INVESTMENTS L J	-10-08-310-008	17,500	17,500	401	P-C 3728 BIRCH RUN DR	0.000	0.00
ISSA MUNIER	J -10-08-310-009	204,800	204,800	401	P-C 3744 BIRCH RUN DR	100.000	0.00
ISSA ABDOLAZIZ	J -10-08-310-010	227,700	227,700	401	P-C 3750 BIRCH RUN DR	100.000	0.00
MIDWEST CREATIVE INVESTMENTS L J	-10-08-310-011	17,500	17,500	401	P-C 3760 BIRCH RUN DR	0.000	0.00
MIDWEST CREATIVE INVESTMENTS L J	-10-08-310-012	17,500	17,500	401	P-C 3777 BIRCH RUN DR	0.000	0.00
MIDWEST CREATIVE INVESTMENTS L J	-10-08-310-013	17,500	17,500	401	P-C 3770 BIRCH RUN DR	0.000	0.00
MIDWEST CREATIVE INVESTMENTS L J	-10-08-310-014	17,500	17,500	401	P-C 3767 BIRCH RUN DR	0.000	0.00
MIDWEST CREATIVE INVESTMENTS L J	-10-08-310-015	17,500	17,500	401	P-C 3755 BIRCH RUN DR	0.000	0.00
MIDWEST CREATIVE INVESTMENTS L J	-10-08-310-016	17,500	17,500	401	P-C 3749 BIRCH RUN DR	0.000	0.00
MIDWEST CREATIVE INVESTMENTS L J	-10-08-310-017	17,500	17,500	401	P-C 3737 BIRCH RUN DR	0.000	0.00
MIDWEST CREATIVE INVESTMENTS L J	-10-08-310-018	17,500	17,500	401	P-C 3725 BIRCH RUN DR	0.000	0.00
MIDWEST CREATIVE INVESTMENTS L J	-10-08-310-019	17,500	17,500	401	P-C 3715 BIRCH RUN DR	0.000	0.00
MIDWEST CREATIVE INVESTMENTS L J	-10-08-310-020	17,500	17,500	401	P-C 3819 SAND STONE CT	0.000	0.00
MIDWEST CREATIVE INVESTMENTS L J	-10-08-310-021	17,500	17,500	401	P-C 3821 SAND STONE CT	0.000	0.00
MIDWEST CREATIVE INVESTMENTS L J	-10-08-310-022	17,500	17,500	401	P-C 3827 SAND STONE CT	0.000	0.00
MIDWEST CREATIVE INVESTMENTS L J	-10-08-310-023	17,500	17,500	401	P-C 3830 SAND STONE CT	0.000	0.00
MIDWEST CREATIVE INVESTMENTS L J	-10-08-310-024	17,500	17,500	401	P-C 3824 SAND STONE CT	0.000	0.00
MIDWEST CREATIVE INVESTMENTS L J	-10-08-310-025	17,500	17,500	401	P-C 3800 SAND STONE CT	0.000	0.00
Totals for all Parcels: Count= 25, S.E.V.= 1,865,500, Taxable= 1,865,500							



Huron
River
Watershed
Council

protecting the river since 1965

1100 N. Main Street, Ann Arbor, MI 48104
(734) 769-5123 | fax (734) 998-0163
www.hrwc.org

May 28, 2013

To: *Huron River Watershed Council Member Communities*
From: *Laura Rubin, Executive Director*

I'm writing to thank you for your support of the Watershed Council, to provide you with a brief update on the accomplishments of the past year and to submit an invoice for services in the coming year.

First, thank you for your continued support of the Watershed Council's work. I know that your budgets are tight and that every dollar counts. Your membership counts; it goes directly to protect clean water, recreational opportunities and to a high quality of life. It allows us to provide services and conduct research not otherwise provided through grant funding and provide matching funds for grants. The Watershed Council currently matches each dollar of government member dues with over **thirteen dollars** from other sources.

This past year the Watershed Council continued to expand its programs and services and to receive accolades for that work. The enclosed material gives you an overview of the services we provide to member governments and a brief summary of our successes in 2011-12.

The formula for calculating dues for membership in the Watershed Council remains the same:

- The formula for cities, villages, and townships is \$0.10 per capita;
- The formula for counties is \$0.05 per capita plus \$1.50 per square mile in the watershed.

Dues have been calculated based on the 2010 estimated census data; the minimum value for annual dues remains \$400; dues for larger communities have no cap; and communities are only billed for the percentage of their population estimated to live within the watershed.

We understand the financial pressures on local resources and are happy to come to your board meeting to talk about the benefits of membership and answer questions. Please feel free to call me or your Watershed Council Board representative.

Again, thank for your membership in the Huron River Watershed Council. We look forward to another year of working collectively to protect and restore the Huron.

Yours truly,

Laura Rubin
Executive Director
lrubin@hrwc.org

HURON RIVER WATERSHED COUNCIL

Services Provided to Member Governments

The Huron River Watershed Council is a public, nonprofit coalition of local governments, businesses, and citizens established to protect the Huron River and its tributary streams, lakes, wetlands, and groundwater. Membership is voluntary for municipalities located wholly or partially within the Huron River Watershed. Annual membership dues for townships, cities, and villages are assessed at a rate of \$0.10 per capita (based on 2010 census figures). Annual dues for counties are assessed at a rate of \$0.05 per capita (watershed population) plus \$1.50 per square mile of watershed area. Each community is able to appoint one representative and an alternate to the Council for each 20,000 in population. For counties, representation is based upon the population of eligible communities not otherwise represented. The following are programs and services of the Council that communities receive for their membership.

I. Water Quality Monitoring and Education

A. Promote and Coordinate Studies Regarding Water Resources

1. HRWC staff, board members, and volunteers serve on local river/watershed related committees and work with lake associations, municipal agencies and departments as requested;
2. The Council performs fieldwork to generate water quality information (stream and river quality, too), and utilizes that and other existing water quality and quantity information to develop watershed management plans for priority areas of the Huron River Basin;
3. The Adopt-A-Stream program generates creek reports for the creeks and streams in the monitoring program.

B. Prepare periodic reports concerning emerging issues within the Huron River Watershed

C. Provide specific information to the public regarding the Huron River, its lakes, streams, flood plains, wetlands and groundwater, and research conducted by the Council

D. Distribute a quarterly newsletter on water resource issues

The newsletter informs members of Council activities and emerging issues regarding water quality and the Huron River. Copies are provided for each member of the community's governing board and planning commission. Additional copies are provided for distribution to the public visiting the municipal offices and through area public libraries. Additional action bulletins/e-mails are distributed when the need arises to detail important initiatives affecting the river.

E. Conduct presentations, workshops, and hands-on educational programs on the Huron River and its ecosystem

1. We train teachers in the use of environmental education materials on rivers, wetlands, and groundwater, and develop new curricula to augment existing curricula;
2. The Council has developed the State's premiere Adopt-A-Stream program through which citizen volunteers receive hands-on training to learn stream ecology, assess the health of area creeks and take action locally to protect these sensitive systems;

3. Staff is available to do video and slide presentations.

II. Technical Assistance and Policy Development

A. Provide technical analysis of data and reports regarding water resources

B. Provide technical assistance in the development of water resource protection policy and ordinances

1. We assist local planners in stormwater management planning, and in developing ordinances/policies for protecting wetlands, flood plains, riparian zones and groundwater resources;
2. The Council also provides statewide leadership in issues related to watershed protection.

C. Permit and development proposal review/assessment of potential impacts to surface and groundwater resources

1. HRWC staff and technical advisors review permit applications under Michigan's Goemaere-Anderson Wetland Protection Act, Inland Lakes and Streams Act, Flood Plain Regulatory Authority, and National Pollution Discharge Elimination Program and other programs administered by State and Federal Agencies;
2. We also provide technical assistance on proposed development plans and environmental management plans and practices.

III. Regional, State and Federal Representation

A. Provide member governments with a forum for the resolution of inter-governmental disputes or inter-jurisdictional problems arising from the management of shared water resources.

B. Provide regional representation by serving on committees

C. Comment upon State and Federal legislation, policy or planning initiatives that affect local governments and water resources.

In addition, the Council will perform more in-depth work on each of the above services on a fee-for-service based system. Some additional services not mentioned above include:

- Informational and educational "tip" cards providing steps/ideas on how to conserve water in the home, care for a septic system, use watershed-friendly lawn care products, properly dispose of hazardous waste and more.
- Land Use planning tools
- Stormwater permits
- Natural feature mapping/GIS
- Facilitation of inter-governmental planning



HURON RIVER WATERSHED
COUNCIL
1100 N. Main St. Suite 210
Ann Arbor, MI 48104

Phone # (734) 769-5123

Invoice

BILL TO
CLERK'S OFFICE SUPERIOR TOWNSHIP 3040 N. PROSPECT RD. YPSILANTI, MI 48198

DATE	5/28/2013
------	-----------

INVOICE #	1639
-----------	------

TERMS

Payment due upon receipt.

DESCRIPTION	AMOUNT
Annual Council Membership Dues: April 2013- March 2014	744.31
Total	\$744.31



Protecting the river since 1963

1100 N. Main Street Suite 210
Ann Arbor, MI 48104
(734) 769-5123
www.hrwc.org

June 4, 2013

William McFarlane
Supervisor
Superior Charter Township
3040 N. Prospect Rd.
Ypsilanti, MI 48198

RE: 2013-18 Contracts for the Middle Huron Partnership and Stormwater Advisory Group

Dear Mr. McFarlane:

For the past seventeen years, the Huron River Watershed Council (HRWC) has provided support to partner municipalities and agencies through the Middle Huron Partnership to address stormwater and other pollution sources to the Huron River system. The Middle Huron Partnership has been the forum for watershed partners to work together to successfully meet state and federal requirements to reduce pollution in the middle Huron River and its tributaries. For most of this time, the effort has been funded by the partners themselves who see the value in working collaboratively and demonstrate their commitment to the goals of the Partnership through financial support.

In 2009, some of these partners came together to additionally form the Stormwater Advisory Group (SAG) to comply with requirements under the Stormwater Permits (Phase I and II) issued by the Michigan Department of Environmental Quality (DEQ). HRWC is now providing services for both efforts. These services include preparation of group deliverable products, development and implementation of monitoring and education programs, and group representation in discussions with the DEQ. A six-year work plan (see enclosed) covering the calendar years 2013 through 2018 (the Stormwater Permit cycle) was developed and reviewed by partner representatives. Ongoing support from the partners is essential if we are to continue pollution reduction efforts to the Huron River and its tributaries, such as Mill, Boyden, Honey, Malletts, Allens, Traver, Fleming, Swift and Miller creeks.

In order to fulfill these services, I am requesting the financial support of the Township in the amount of \$920 annually for services to be performed over the six-year period. Other partner organizations also are being asked to contribute to the initiative (see enclosed budget allocation). Included you will find a contract to support these services and an invoice for your organization's 2013 allocation. The invoice may be for a proportional quarterly or other amount (indicated on the invoice), if that was requested by your representative.

Please review and sign both copies of the enclosed service agreement and return one copy to me (the other is for your records). We would appreciate prompt payment on the invoice so that we may continue to provide services without delay.

PROFESSIONAL SERVICE CONTRACT

Project: Middle Huron Partnership and Stormwater Advisory Group

Agreement is made this thirtieth of May, 2013 by the Superior Charter Township (Township), 3040 N. Prospect Rd., Ypsilanti, MI 48198, and the Huron River Watershed Council (Council), 1100 North Main, Suite 210, Ann Arbor, Michigan, 48104.

In consideration of the promises below, the parties mutually agree as follows:

ARTICLE I – SCOPE OF SERVICES

The Council will provide services as described in the Statement of Work (Middle Huron Partnership and Stormwater Advisory Group Work Plan).

ARTICLE II – COMPENSATION

For services provided, the Township will pay the Council \$920 annually for a period of six years following receipt of an annual invoice from the Council.

ARTICLE III – REPORTING OF CONSULTANT

Section 1 - The Council is to coordinate activities with the Township and will cooperate and confer with individuals as necessary to ensure satisfactory work.

Section 2 – When applicable, the Council will submit annual reports and a final written report to the Township.

ARTICLE IV – TERM

This contract begins on January 1, 2013 and ends on December 31, 2018.

ARTICLE V – PERSONNEL

The parties agree that the Council is neither an employee nor an agent of the Township for any purposes.

ARTICLE VI – INSURANCE REQUIREMENTS

The Council will maintain at its own expense during the term of this contract, the following insurance:

1. Worker's Compensation Insurance with Michigan statutory limits and Employers Liability Insurance with a minimum limit of \$100,000 each accident for any employee.
2. Comprehensive/Commercial General Liability Insurance with a combined single limit of \$1,000,000 each occurrence for bodily injury and property damage.
3. Council will indemnify the Township and its officers, employees and agents from all liability of any sort that may result from injury or death to any person or loss or damage to any property in the performance of any services funded in whole or in part under this Agreement.

ARTICLE VIII – COMPLIANCE WITH LAWS AND REGULATIONS

The Council will comply with all federal, state, and local regulations, including but not limited to all applicable OSHA/MIOSHA requirements and the American Disabilities Act.

ARTICLE IX- EQUAL EMPLOYMENT OPPORTUNITY

The Council will not discriminate against any employee or applicant for employment because of race, creed, color, sex, sexual orientation, national origin, physical handicap, age, height, weight, marital status, veteran status, religion and political belief (except as it relates to a bona fide occupational qualification reasonably necessary to the normal operation of business).



Huron
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Protecting the river since 1965

1100 N. Main Street, Suite 210
Ann Arbor, MI 48104
(734) 769-5123
www.hrwc.org

TO: Middle Huron Initiative Partners and
Stormwater Advisory Group
FROM: Ric Lawson, Watershed Planner
RE: Six-year Work Plan and Budget
DATE: May 10, 2013

HRWC is currently providing services to municipalities and agencies within the Huron River Watershed in Washtenaw for projects with similar missions: the Middle Huron Stormwater Advisory Group (SAG) to address watershed-wide compliance with state stormwater regulations, and the Middle Huron Initiative Partnership (Partnership) to reduce phosphorus contributions to meet the Total Maximum Daily Load (TMDL) for Ford and Belleville Lakes.

All stormwater-regulated organizations in the Huron River Watershed were required to submit permit applications to the State by April 1, 2013. Representatives from these organizations met on December 5, 2012 (and again in January) to discuss the development of stormwater permit applications and related activities for the next five years (permit cycle). Members in attendance agreed to a joint work plan to save effort and minimize costs, to more broadly share lessons and ideas, and to more comprehensively meet the goals of the permits and stormwater management. The current contract and budget for these efforts expired at the end of calendar year 2012.

The proposed work plan below includes tasks to address all watershed initiatives and services for six years, which includes the 2013 application year and the five-year permit cycle. Since some tasks are not relevant for all groups, I have identified the project associated with each task. The proposed work plan includes activities that are essential to fulfilling the expectations set forth in the Cooperative Agreement for the MHI Partnership and Phase I or II Stormwater Permit regulations.

Timeline: This proposed work plan begins January 1, 2013 and ends December 31, 2018.

Tasks for both groups:

Task 1: Coordinate and facilitate meetings

Description: The groups generally meet together on a quarterly basis. During the permit application process, the SAG will meet as needed. Subcommittee work groups will also meet as needed. HRWC will prepare communications for all meetings including agenda, agenda item materials, and follow-up items; facilitate meetings; and coordinate with guest speakers.

Rationale: Public meetings are required for the stormwater permits and are necessary for planning and coordination.

Task 2: Prepare program reports

Description: Several reports are needed for all groups. Progress reports are required for permitting twice during the permit cycle. Annual reporting is also a commitment by the Middle Huron Partnership. HRWC will develop a reporting framework in 2013 and begin populating it for reporting in 2014 and subsequent years. HRWC will compile and summarize relevant information as needed for individual member stormwater reports. Some individual MS4 information will need to be

added to complete reports before submittal. All reports will be published and distributed through the IIRWC website.

Rationale: Annual reports are required in the Partnership Agreement and biennial reports are required for stormwater permits. The reports also provide the basis for measuring and reporting progress.

Task 3: Conduct water quality and flow monitoring

Description: HRWC will work with the watershed groups to plan and execute water quality and flow monitoring and stormwater investigation for the field seasons (April to September). Water quality and flow monitoring provide an overall assessment of the health of the watershed, identifying areas of success and in need of greater attention. Monitoring will rotate among sites each year to minimize cost and maintain continuity of data. HRWC will work with watershed group members to integrate monitoring with Illicit Discharge Elimination Programs (IDEP). Work will include the following steps: measure stream discharge (Q) at long-term monitoring sites (currently 10 in Washtenaw) during dry and wet weather conditions; monitor key water quality indicators at long-term sites and additional stormwater investigative sites during dry and wet weather conditions; obtain and maintain equipment; train field crew; deliver water samples to lab; obtain lab results and enter into database; analyze and synthesize data; communicate monitoring results in report form for a general audience; present results at semi-annual meetings; and disseminate monitoring reports to members and post on IIRWC website.

Rationale: Monitoring for TMDL areas is required by the stormwater permits. It is necessary to help determine pollutant hot spots and assess progress.

Task 4: Update and revise Watershed Management Plans (WMPs)

Description: A master (Middle Huron) WMP covers Washtenaw County. This plan needs to be revised once during the work plan period to update information and re-evaluate project priorities. HRWC will work with all necessary stakeholders to revise the WMP to meet requirements, and will finalize and submit revised plans to MDEQ, as necessary.

Rationale: WMP revision is not required by stormwater permits, but is necessary to facilitate coordinated management and provides the basis for securing external project funding.

Task 5: Develop priority implementation projects

Description: HRWC will work with watershed groups to secure funding for priority projects that are consistent with WMP and other priorities. Funds for this task may also be used to participate in relevant implementation projects per guidance from watershed groups. This may include advising or participating, upon request, in projects initiated by individual member organizations.

Rationale: Successful proposals will leverage the budget and keep overall costs down. Projects will help to achieve group goals and address commitments in permit applications.

Stormwater Only Tasks:

Task 6: Provide technical assistance on permit compliance

Description: HRWC will facilitate discussion and development of watershed-wide permit application materials and deliver to MDEQ by April 1, 2013. HRWC will consult

with watershed group members on an as-needed basis to provide advice, information and assistance with all aspects of the stormwater permit. If audited, HRWC staff will meet with state auditors regarding permit-related watershed activities. HRWC will also represent watershed group members at statewide MS4 meetings or relevant stormwater management discussions.

Rationale: Stormwater permit applications allow for submission of joint materials. Joint planning can be more efficient, reduce costs, and meet overall goals more effectively. HRWC is periodically asked to provide individual permittee support.

Task 7: **Continue to implement the Public Participation and Public Education Plans (PEP)**

Description: HRWC will develop and execute tasks to meet the public education requirements. Major items will include development of educational advertising, regular development and distribution of an annual or 2-year calendar, representation at regional public events and development of stormwater management content for local distribution and use. This task also includes project management and promotion of an ongoing storm drain adoption program to increase public awareness and stewardship of storm drain catch basins. Details will be included in the PEP.

Rationale: PEP implementation is required by the stormwater permit and permittees agreed to submit a joint plan to MDEQ. Joint watershed education is more consistent and effective at a lower overall cost.

Middle Huron Partnership Only Tasks:

Task 8: **Assist Partners with preparing an updated Cooperative Agreement**

Description: HRWC will update the current Cooperative Agreement and revise it based on Partner feedback, collect signatures, and distribute the agreement to Partners.

Rationale: The current agreement expired on October 1, 2009. An updated draft of the Cooperative Agreement has been developed. It was on hold to wait for details from MDEQ on the TMDL and stormwater permits.

Budget: A task budget (appended) was prepared for the complete 6-year work plan. A budget allocation table (appended) was also prepared to allocate the budget across stakeholders based on jurisdictional area and population in the watershed.

Livingston/Washtenaw County Watershed Group Work Plan Budget (2013-2018)

Task Description	Item	Year						Totals
		2013	2014	2015	2016	2017	2018	
Watershed Activities								
1 Meeting preparation and facilitation	Staff	\$ 6,100	\$ 4,398	\$ 3,883	\$ 3,999	\$ 4,119	\$ 4,243	\$ 26,743
	Other							\$ -
	Total	\$ 6,100	\$ 4,398	\$ 3,883	\$ 3,999	\$ 4,119	\$ 4,243	\$ 26,743
2 Progress reporting	Staff	\$ 6,100	\$ 6,263	\$ 1,294	\$ 1,333	\$ 1,373	\$ 3,536	\$ 19,919
	Other							\$ -
	Total	\$ 6,100	\$ 6,263	\$ 1,294	\$ 1,333	\$ 1,373	\$ 3,536	\$ 19,919
3 Water quality and flow monitoring	Staff	\$ 24,720	\$ 22,672	\$ 33,652	\$ 34,661	\$ 35,701	\$ 36,772	\$ 205,178
	Other (1)	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 15,000
	Total	\$ 27,220	\$ 25,172	\$ 36,152	\$ 37,161	\$ 38,201	\$ 39,272	\$ 220,178
4 WMP Revisions	Staff	\$ 610	\$ 628	\$ 647	\$ 17,331	\$ 687	\$ 707	\$ 20,610
	Other							\$ -
	Total	\$ 610	\$ 628	\$ 647	\$ 17,331	\$ 687	\$ 707	\$ 20,610
5 Implementation projects	Staff	\$ 2,440	\$ 2,512	\$ 4,854	\$ 4,999	\$ 5,149	\$ 5,304	\$ 25,259
	Other							\$ -
	Total	\$ 2,440	\$ 2,512	\$ 4,854	\$ 4,999	\$ 5,149	\$ 5,304	\$ 25,259
Subtotal		\$ 49,470	\$ 48,994	\$ 46,830	\$ 64,824	\$ 49,529	\$ 53,062	\$ 312,709
Stormwater Activities								
6 Permit application and compliance	Staff	\$ 12,200	\$ 1,257	\$ 1,294	\$ 1,333	\$ 1,373	\$ 2,829	\$ 20,286
	Other							\$ -
	Total	\$ 12,200	\$ 1,257	\$ 1,294	\$ 1,333	\$ 1,373	\$ 2,829	\$ 20,286
7 Public Participation and Education	Staff	\$ 50,630	\$ 52,149	\$ 53,713	\$ 55,325	\$ 56,985	\$ 58,694	\$ 327,496
	Other (2)	\$ 38,000	\$ 12,400	\$ 38,000	\$ 38,000	\$ 38,000	\$ 12,400	\$ 151,200
	Total	\$ 88,630	\$ 64,549	\$ 91,713	\$ 93,325	\$ 94,985	\$ 71,094	\$ 478,696
Subtotal		\$ 100,830	\$ 65,806	\$ 93,008	\$ 69,058	\$ 96,358	\$ 73,923	\$ 498,981
Middle Huron Partnership Activities								
8 Update Cooperative Agreement	Staff	\$ 6,100	\$ -	\$ -	\$ -	\$ -	\$ 7,072	\$ 13,172
	Other							\$ -
	Total	\$ 6,100	\$ -	\$ -	\$ -	\$ -	\$ 7,072	\$ 13,172
Subtotals		\$ 156,400	\$ 114,800	\$ 139,837	\$ 133,882	\$ 145,887	\$ 134,055	\$ 824,862
Administration	@ 5%	\$ 7,820	\$ 5,740	\$ 6,992	\$ 6,694	\$ 7,294	\$ 6,703	\$ 41,243
Total		\$ 164,220	\$ 120,540	\$ 146,829	\$ 140,576	\$ 153,181	\$ 140,759	\$ 866,105

(1) includes cost of equipment purchase and maintenance

(2) budget based on bi-annual calendar and supplemental advertising in "off-years"

6-year average	\$ 144,351
Livingston WAG Average	\$ 35,539
Washtenaw SAG/MH Average	\$ 108,812
Total without Livingston	\$ 652,871
SAG	\$ 491,502
MH:	\$ 161,370
Total	\$ 652,871

**Middle Huron Partnership and SAG
Proposed Cost Allocation
HRWC 2013-18 Work Plan**

Total Budget \$ 652,872
Partnership \$ 161,370
SAG \$ 491,502

Community Name	Total Area (acres)	Total Population	% Total Watershed Population	% Total Watershed Area	Partnership Point Source Assessment	Partnership NPS Assessment	Total Partnership Assessment	SAG Assessment	Total 6-year Assessment	Annual Assessment
Ann Arbor	17,490	116,652	54.1	16.9	\$ 16,137	\$ 26,005	\$ 42,142	\$ 160,321	\$ 202,463	\$ 33,743.83
Ann Arbor Twp	11,398	4,143	1.9	11.0	\$ -	\$ 4,578	\$ 4,578	\$ -	\$ 4,578	\$ 763.00
Barton Hills		305	0.1	0.0	\$ -	\$ 1,500	\$ 1,500	\$ 321	\$ 1,821	\$ 303.50
Belleville	746	3,976	0.8	0.3	\$ -	\$ 1,500	\$ 1,500	\$ -	\$ 1,500	\$ 250.00
Chelsea	1,487	5,089	2.4	1.4	\$ 6,455	\$ 1,218	\$ 7,673	\$ -	\$ 7,673	\$ 1,278.83
Dexter	931	4,443	2.1	0.9	\$ 6,455	\$ 909	\$ 7,363	\$ 6,709	\$ 14,072	\$ 2,345.33
Dexter Twp	21,174	6,179	0.9	6.2	\$ -	\$ 2,415	\$ 2,415	\$ -	\$ 2,415	\$ 402.50
Loch Alpine			0.0	0.0	\$ 3,227	\$ -	\$ 3,227	\$ -	\$ 3,227	\$ 537.83
Lodi Twp	22,070	6,307	0.7	4.8	\$ -	\$ 1,843	\$ 1,843	\$ -	\$ 1,843	\$ 307.17
Northfield Twp	23,470	8,236	0.3	2.0	\$ -	\$ 1,500	\$ 1,500	\$ -	\$ 1,500	\$ 250.00
Pittsfield Twp	17,870	35,809	2.6	2.7	\$ -	\$ 1,775	\$ 1,775	\$ 12,016	\$ 13,791	\$ 2,298.50
Scio Twp	21,187	16,649	7.7	20.5	\$ -	\$ 10,243	\$ 10,243	\$ -	\$ 10,243	\$ 1,707.17
Superior Twp	22,734	13,325	3.4	12.1	\$ -	\$ 5,518	\$ 5,518	\$ -	\$ 5,518	\$ 919.67
Van Buren Twp	23,084	29,246	4.5	7.3	\$ -	\$ 4,159	\$ 4,159	\$ -	\$ 4,159	\$ 693.17
Webster Twp	22,941	6,431	0.5	3.6	\$ -	\$ 1,308	\$ 1,308	\$ -	\$ 1,308	\$ 218.00
Ypsilanti	3,027	19,436	8.3	2.7	\$ -	\$ 3,842	\$ 3,842	\$ 24,666	\$ 28,508	\$ 4,751.33
Ypsilanti Twp	20,187	54,129	9.8	7.6	\$ -	\$ 6,206	\$ 6,206	\$ 39,134	\$ 45,340	\$ 7,556.67
Community Subtotal	229,796	330,355	100	100	\$ 32,274	\$ 74,520	\$ 106,792	\$ 243,167	\$ 349,959	\$ 58,327
WCWRC					\$ -	\$ 18,255	\$ 18,255	\$ 112,880	\$ 131,135	\$ 21,855.83
WCRC					\$ -	\$ 18,255	\$ 18,255	\$ 112,880	\$ 131,135	\$ 21,855.83
Ann Arbor Schools					\$ -	\$ 3,501	\$ 3,501	\$ 22,576	\$ 26,077	\$ 4,346.17
University of Michigan					\$ -	\$ 14,566	\$ 14,566	\$ -	\$ 14,566	\$ 2,427.67
Totals					\$ 32,274	\$ 129,096	\$ 161,369	\$ 491,503	\$ 652,872	\$ 108,812

Data sources:

Population estimates were provided by SEMCOG in December 2012 and are based on the 2010 US Census

Areas are based on a GIS analysis of municipality and Middle Huron Watershed boundaries by the Huron River Watershed Council

2013-2018 Budget and Allocation Explanation

Due to the efforts to combine work plan tasks for three separate groups (the Middle Huron Partnership (Partnership), Middle Huron SAG, and Livingston WAG), and the six year length of the budget (to match the stormwater permit cycle), the work plan budget and allocation became complicated. In an effort to clarify, please note the following:

1. The original reviewed budget included efforts to support the Livingston WAG. That group subsequently decided not to participate with Middle Huron efforts. Their portion of the total 6-year budget (\$35,539) is removed from the total budget at the bottom of the budget page. However, the original work plan task line item budgets that were negotiated with the groups remain. The total 6-year budget to be allocated was therefore reduced from \$866,105 to \$652,871.
2. Two groups of partners remain: the Partnership and SAG. Work plan task budgets that were applicable to both groups were divided evenly, and those that apply to only one group were added to that group's budget.
3. The budget allocation table allocates the total budget according to the group to which each municipality or agency belongs. The partnership budget is further allocated based on Point Source (4 major waste water treatment plants) contributions and a Non-Point Source allocation.
4. NPS and SAG assessments are based on an estimate of the total population within the Middle Huron River Watershed.
5. Each municipality or agency's 6-year budget allocation is therefore made up of 3 components: a Partnership point source assessment (if any), a Partnership NPS assessment, and a SAG assessment.
6. The final allocation is divided into annual assessments, which will be used for invoicing.



HURON RIVER WATERSHED
 COUNCIL
 1100 N. Main St. Suite 210
 Ann Arbor, MI 48104

Phone # (734) 769-5123

Invoice

BILL TO
WILLIAM MCFARLANE, SUPERVISOR SUPERIOR TOWNSHIP 3040 N. PROSPECT RD. YPSILANTI, MI 48198

DATE	6/4/2013
INVOICE #	1666

TERMS
Payment due upon receipt.

DESCRIPTION	AMOUNT
Facilitation services and watershed planning assistance pursuant to The Middle Huron Initiative Partnership for reduction of Phosphorus Loading to the Middle Huron River Watershed and Stormwater Advisory Group. Contract from January 1, 2013 to December 31, 2018. Period covered: January 1, 2013 - December 31, 2013	919.67
Total	\$919.67



June 3, 2013

**RE: Fiscal Year 2013 Dues for the Washtenaw County
Consortium for Solid Waste Management**

Dear Washtenaw County Solid Waste Consortium Member,

As required by the Inter-local Agreement establishing the Washtenaw County Consortium for Solid Waste Management (WCCSWM), notice is hereby given for dues payment for Fiscal Year 2013 (January 1 through December 31, 2013).

FY 2013 Dues Payment

\$ 75.00

Payments should be made by check to the Washtenaw County Consortium for Solid Waste Management by **August 31, 2013**. Please mail to: Washtenaw County Dept. of Public Works, Attn: Jeff Kremerik, 705 N. Zeeb Rd. P.O. Box 8645, Ann Arbor, MI 48107

Many of our member communities have elected new public officials that may not be fully aware of the purpose and value of the Consortium. For your convenience, I am enclosing the following materials for your review:

- Overview of the Consortium
- Articles of Agreement

I hope you find this information useful. If you have never attended a Consortium meeting, come join us and see what we're about! We have some exciting changes in store, and need your input for our efforts to have the greatest impact.

If you would like any additional information on the Consortium, or need to make a change to the membership list for your community, please contact Dan Moody at (734) 222-3827.

Sincerely,

Jeffery Kremerik, Treasurer
Washtenaw County Consortium for Solid Waste Management

~ Cities of Ann Arbor, Chelsea, Milan, Saline, and Ypsilanti ~

~ Townships of Ann Arbor, Augusta, Bridgewater, Dexter, Freedom, Lima, Lodi, Lyndon, Manchester, Northfield, Pittsfield, Saline, Scio, Sharon, Superior, Sylvan, Webster, York, and Ypsilanti ~

~ Villages of Barton Hills, Dexter, and Manchester ~

~ Federal Correctional Facility, Milan, St. Joseph Mercy Hospital, Washtenaw County, Western Washtenaw Recycling Authority ~ University of Michigan, Eastern Michigan University

Overview of the Consortium

June 2013

Purpose

The Washtenaw County Consortium for Solid Waste Management ("Consortium") was established in 1990 as a vehicle to foster communication and collaboration between local governments and public agencies on recycling and solid waste issues.

Membership

Membership in the Consortium is voluntary, but is limited to municipalities and public organizations located within the County. Each member appoints a representative and an alternate to the group; typically a Township supervisor, local elected official, public works employee, municipal recycling coordinator, or interested citizen.

What are the goals of the Consortium?

The goals of the Consortium include cooperative efforts on solid waste, recycling and utilization of recycled products as follows:

1. To serve as mutual forum to identify, discuss, study and focus upon County and local challenges and opportunities.
2. To foster, develop, and review policies, plans and priorities.
3. To provide continuing organizational machinery to ensure effective communication and coordination among governments, agencies, and public institutions.
4. To facilitate agreements and cooperative action proposals among member governments and public institutions for specific projects or other related needs including Feasibility Studies and Service Programs.
5. To serve as a vehicle for the collection and exchange of information of interest to members.
6. To maintain a liaison with member governments, other governmental units and agencies, public institutions, and to serve as spokespeople for member county and local governments and public institutions.
7. To furnish general and technical aid to members to promote and accomplish Consortium approved agreements, policies and plans, when approved by participating members.
8. To review and coordinate federal, state and local programs of importance.
9. To recommend regional policies, studies, plans, or other appropriate matters.
10. To render advice and technical assistance on the request of members in regard to local problems having County impact.
11. To provide an opportunity for the regional, state, and federal governments and other agencies which have interests in Consortium activities to participate.

What has the Consortium accomplished in the past?

Throughout the years the Consortium has developed numerous task forces with the intent of addressing the current of solid waste and recycling needs of the communities. Through these task forces the Consortium has established a key role in programs throughout the County. Some of the successful accomplishments / programs are as follows:

Meetings

Meetings are held the fourth Thursday each month. Locations rotate throughout the County to make attendance and participation more convenient for members. Meetings alternate between administrative committee work one month and special topic presentations or field trips the next month.

Why should YOU get Involved?

- Provides an opportunity to network with other community representatives and exchange ideas and information about recycling and solid waste issues.
- Find out what works and what doesn't
- Learn new cutting edge technologies
- Receive technical assistance on tough issues facing your community
- Learn about upcoming training opportunities, workshops, etc.
- Take field trips and experience a "behind the scenes" look at how recycling works

Future Plans

In the future, the consortium has many new and exciting projects to tackle. The Consortium plans to work with the public, businesses, educational institutions, and governmental institutions to increase awareness of composting, waste reduction and the purchase of recycled products. The consortium would like to maintain the sense of importance about recycling and waste management throughout our communities.

Washtenaw County Consortium for Solid Waste Management
Interlocal Agreement

ARTICLES OF AGREEMENT

I. Preamble

We the representatives of Washtenaw County, its local governments and public institutions hereby join together in a voluntary organization to be known as the Washtenaw County Consortium for Solid Waste Management (the Consortium), for the purpose of meeting at regular intervals to discuss and study solid waste, recycling and utilization of recycled products. Furthermore, we will meet to develop policy and programs for ratification and implementation by member representatives of the County and, local governments and public institutions.

II. Nature, Purpose and Goals of the Agreement

The need for a Consortium exists due to finite space within landfills, increased disposal costs and the importance of recycling throughout the County. The purpose of the Consortium is to maintain a voluntary organization to foster a cooperative effort in resolving problems and forming policies and plans in the areas of solid waste and recycling. The Goals of the Consortium include cooperative efforts on solid waste, recycling and utilization of recycled products as follows:

1. To serve as a mutual forum to identify, discuss, study and focus upon County and local challenges and opportunities.
2. To foster, develop, and review policies, plans and priorities.
3. To provide continuing organizational machinery to ensure effective communication and coordination among governments, agencies, and public institutions.
4. To facilitate agreements and cooperative action proposals among member governments and public institutions for specific projects or other related needs including Feasibility Studies and Service Programs.
5. To serve as a vehicle for the collection and exchange of information of interest to members.
6. To maintain a liaison with member governments, other governmental units and agencies, public institutions, and to serve as spokespeople for member county and local governments and public institutions.
7. To furnish general and technical aid to members to promote and accomplish Consortium approved agreements, policies and plans, when approved by participating members.
8. To review and coordinate federal, state and local programs of importance.
9. To recommend regional policies, studies, plans, or other appropriate matters.

5. Feasibility Study – A Feasibility Study shall be any study, including but not limited to short duration studies of ways and means to solve a problem or problems common to two or more members, duly undertaken by the Executive Committee or General Membership and requiring the expenditure of funds in excess of or in addition to amounts in the approved annual budget of the Consortium. Only those members entering into such a Study shall be obligated to contribute to it financially and only such members shall participate and benefit from such a program.

IV. Membership

1. The initial Members of the Washtenaw County Consortium are as set forth under Definitions above. Additional members may be admitted to the Consortium in accordance with the provisions of this Article IV.

2. Eligibility. Membership in the Consortium shall be open to any community or public institution of Washtenaw County.

3. Admission.

Communities that wish to become members of the Consortium following its formation by the initial Members shall:

- a. Submit an application on a form provided by the Consortium and pay the application fee, which shall be set and reviewed from time to time by the Consortium.
- b. The applicant will be admitted if it is approved by a majority of the members of the Consortium.
- c. By Resolution, Ordinance or Bylaw, the applicant's governing body must formally adopt or permit adoption of the Articles of Agreement of the Consortium and forward a certified copy of said formal adoption to the Secretary-Treasurer of the Consortium prior to being seated in the Consortium.

Public institutions that wish to become members of the Consortium following its formation by the initial Members shall:

- a. Submit an application on a form provided by the Consortium and pay the application fee, which shall be set and reviewed from time to time by the Consortium.
- b. The applicant will be admitted if it is approved by a majority of the members of the Consortium.

4. Representation. Each Member shall be entitled to one designated representative in the Consortium.

1. General Membership.

- a. General Policy Body: The General Membership shall consist of all Members and shall be the policy body of the Consortium.
- b. Voting: Each member shall have one vote in the General Membership.
- c. Quorum: A quorum of the General Membership shall consist of one-third of the total membership.
- d. Meetings: The General Membership shall meet monthly when practical, but at least 4 times per year. The annual meeting shall be held in March and shall be the election meeting. Other meetings shall be held in accord with the determination of the General Membership or upon call of its Chair, or by petition of any three (3) Members of the General Membership. Written notification of such meeting shall be given to each Designated Representative at least 10 days in advance of a particular meeting.
- c. Spending Authority: The General Membership may authorize expenditures from the funds available to the Consortium. The General Membership may recommend additional expenditures however representatives from members may not commit finances to the Consortium without approval of the governing body or the appropriate budgetary authority.
- f. Responsibilities: The responsibilities of the General Membership are:
 1. To adopt the Consortium's budget and membership dues schedules.
 2. To authorize expenditures from the Consortium's treasury upon a majority vote of members present at a meeting of the Consortium.
 3. To adopt and amend by-laws.
 4. To review action of the Executive Committee.
 5. To initiate, advise, and aid in the establishment of cooperative arrangements, including interlocal agreements, among its Members.
 6. To resolve membership questions.
 7. To make recommendations to any local governments or other appropriate agencies, public institutions or entities.
 8. To elect all officers at the annual meeting of all even-numbered years. Officers will serve two-year terms.

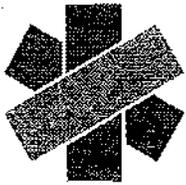
Consortium members, agencies, individuals, and others requesting said information.

VI. Finances

- A. Funds, other than membership dues, which accrue to the Consortium or to the Executive Committee for use in furthering the aims and purposes of this voluntary organization shall be controlled, disbursed, and accounted for in a manner prescribed by the Executive Committee and approved by the General Membership.
- B. All dues and fees paid to the Consortium shall be placed in an interest-bearing account. The officers of the Consortium shall be empowered to sign checks and vouchers to satisfy incurred debt. Two signatures shall be required on all checks.

VII. Amendments

Amendments to these Articles of Agreement may be recommended from time to time by a simple majority vote of the General Membership present as a quorum. However, any amendments shall not be effectual until approved by a 2/3 vote of the entire membership.



EMERGENT

HEALTH PARTNERS

1200 State Circle
Ann Arbor, MI 48108-1691
734.302.3100

MEMORANDUM

Date: June 4th, 2013

To: Chief Roberts

From: Jane Giffin, Administrative Services Manager

RE: Fire Dispatching Costs for 2014

The attached Agreement for Fire Dispatching has two changes from previous agreements. The first change is assignment of the Agreement from Huron Valley Ambulance, Inc. to Emergent Health Partners, Inc. This change was necessary due to the creation of Emergent Health Partners as the parent organization for HVA and all the other ambulance companies previously operated by Emergent Health Partners. This change is merely a change in corporate structure and does not impact the ambulance operations, or the dispatch structure. It did, however, change the formula for determining fire alarm dispatching costs.

The current Agreement for Fire Dispatching established the following formula for determining fire alarm dispatching costs:

$$\text{Cost per Alarm} = \frac{\text{Total HVA Dispatch Budget}}{\text{Annual Fire Alarms} + \text{Annual EMS Calls}}$$

Under the new agreement, the formula acknowledges a portion of the calls as common to both EMS and Fire. The new formula is:

$$\text{Cost per Alarm} = \frac{\text{Total Emergent Communications Budget}}{(\text{Fire Calls} - \text{Shared \%}) + \text{Fire Dispatches} + \text{EMS Volume}}$$

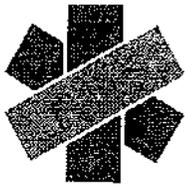
For Fiscal Year 2012, the costs of dispatching both Fire and EMS were \$3,150,610. This cost includes direct communications center budget. The change approximates 80% of the fire volume as EMS calls and shares the cost of call taking with EMS calls and develops a cost for call taking. The result is a call taking cost and a dispatch cost which more accurately represents the total cost of dispatching a call. With this change, what was anticipated as a 3% increase in per call charges will actually be a 1.5% decrease in the charge per call.

On the volume side, the total fire alarms for the period of July 1, 2011 - June 30, 2012 were 18,400. This compares to 18,818 fire runs for July 1, 2010 - June 30, 2011. The total for all calls dispatched for this time period was 171,107.

The cost per alarm for FY2014, for fire dispatching under the Agreement will be lowered to \$16.36 per alarm. As requested we will hold the cost per alarm at \$16.36 for FY2014 and 2015, adjusting on volume as experience dictates. We will continue to e-mail you your department's calls monthly.

If you have any questions about the formula please feel free to contact Jerry Zapolnik, at 734-477-6441. We ask that you please return a signed contract by July 1st and feel free to contact me if you have any questions regarding this submission.

You will find two contracts between Emergent Health Partners Inc., and your Fire Department. Please sign both copies and send them back to my attention. I have enclosed a self addressed envelope for your convenience. I will then return a signed copy to your attention.



EMERGENT
HEALTH PARTNERS

1200 State Circle
Ann Arbor, MI 48108-1691
734.302.3100

FIRE DISPATCHING SERVICE AGREEMENT

BETWEEN

EMERGENT HEALTH PARTNERS, INC.

AND

SUPERIOR CHARTER TOWNSHIP

This Fire Dispatching Service Agreement, effective the 1st day of July, 2013, between the SUPERIOR CHARTER TOWNSHIP, 7999 Ford Rd., Ypsilanti, MI 48198, a municipal corporation ("Township"), on behalf of the Superior Township Fire Department ("Fire Department"), and EMERGENT HEALTH PARTNERS, INC., 1200 State Circle, Ann Arbor, Michigan 48108, a Michigan nonprofit corporation, ("EHP").

WITNESSETH:

Whereas, Township is contracting with EHP to provide the Fire Department with certain dispatching services according to the terms of this Agreement; and

WHEREAS, EHP is currently operates a secondary public safety answering point and is engaged in the communication and dispatch of fire departments and ambulance services; and

WHEREAS, the Township and EHP mutually desire and agree that EHP shall provide communications and dispatching services, on behalf of the Fire Department,

NOW THEREFORE, in consideration of the mutual promises and covenants contained herein, the parties agree as follows:

SECTION 1

SERVICES, EQUIPMENT AND PERSONNEL TO BE PROVIDED BY EHP

1.1 General Statement. EHP shall provide the following fire dispatching and communications services, including equipment and personnel on behalf of the Fire Department on an exclusive, "as needed" basis, twenty-four (24) hours a day, three hundred sixty-five (365) days a year, pursuant to the terms of this Agreement.

1.2 Dispatching and Communications Services ("Services").

1.2.1. Services. EHP shall provide the following services to the Fire Department:

a. Answer 9-1-1 calls, other telephone lines, and radio channels for the purpose of receiving, documenting, and recording requests for Fire Department services.

b. Promptly notify the Fire Department of valid requests for Fire Department services ("**Service Request**") pursuant to guidelines, policies, procedures, and protocols established by EHP and approved by the Fire Department.

c. Maintain radio coordination of service requests. Monitor, document, and record Fire Department communications activity.

d. Cooperate fully with the Fire Department in any individual review of a Service Request.

e. Cooperate fully in an annual review and in the development, preparation, and filing of administrative reports as may be reasonably required by the Fire Department for its appropriate operation.

f. Make available such records as may be reasonably necessary and relevant to verify the number of Fire Department Service Requests made by EHP, and to verify EHP's actual dispatching costs, for purposes of establishing the annual fixed fee per dispatch to be paid by the Township to EHP pursuant to Section 3 of this Agreement.

g. Neither EHP nor any of its personnel, in their capacity as providing Services pursuant to this Agreement, shall in any way be involved in the fire suppression or other direct activities of the Fire Department,

1.2.2. Exceptions to Services. EHP's obligations for Services pursuant to this Agreement are limited, however, by EHP's technical ability to adequately receive telephone information, as well as receive and transmit radio transmissions. The parties acknowledge that callers reporting emergencies are often difficult to understand and locate. The parties further acknowledge that EHP and the Fire Department utilize communications systems that neither party owns or maintains. EHP shall not be obligated to provide services pursuant to this Agreement if it is unable to do so for any reasons beyond its reasonable control.

1.3 Telecommunications Equipment. EHP agrees to provide Services using appropriate telecommunications equipment, including radio control consoles, radio base stations, telephone answering equipment, computer aided dispatch software, and telephone recording equipment. For the equipment that EHP owns and controls, EHP shall be responsible for the maintenance and repair of the above-mentioned telecommunications equipment.

1.4 Personnel. EHP shall provide qualified personnel to provide communications and dispatch service pursuant to this Agreement.

1.5 Performance Standards. EHP shall provide Services in good faith, in a timely manner, and accordance with industry standards.

1.6 Compliance with Law, Rules, and Regulations. In its performance of this Agreement, EHP shall comply with all laws, rules, regulations, ordinances and permits relevant to the provision of Services.

1.7 Non-Discrimination. EHP will not discriminate against any individual that requests Services, nor any employee or applicant for employment because of race, creed, color, sex, sexual preference, national origin, physical handicap, age, height, weight, marital status, veteran status, religion or political belief (except as it relates to a bona fide occupational qualification reasonably necessary to the normal operation of EHP's business).

SECTION 2

SERVICES, EQUIPMENT AND PERSONNEL TO BE PROVIDED BY THE SUPERIOR CHARTER TOWNSHIP FIRE DEPARTMENT

2.1 General Statement. The Township and the Fire Department shall retain ultimate authority and control over its own governance and operations.

2.2 Communications and Computer Equipment. The Fire Department shall provide and be responsible for its own radio communications and computer equipment for its individual stations, trucks and personnel.

2.3 Specialized Communications and Computer Equipment. It will be the responsibility of the Fire Department to provide to EHP any specialized communications or computer equipment, which is unique to its specific needs, and not used by EHP or the other fire departments that it provides Services for.

2.3 Compliance with Laws, Rules and Regulations. The Township and the Fire Department shall comply with all necessary laws, rules, regulations, ordinances, licenses or permits relevant to the provision of its responsibilities pursuant to this Agreement.

SECTION 3

PAYMENTS TO EHP FOR SERVICES, EQUIPMENT AND PERSONNEL

3.1 Basic Provision. In consideration of receiving Services, equipment and personnel provided by EHP to the Fire Department, the Township agrees to pay EHP monthly fee, which is recalculated annually. The fee, which is further described in Appendix "A", is determined by dividing EHP's total cost of providing ambulance and fire department dispatching services by the activity of all of the individual agencies dispatched ("Dispatched Agencies").

3.2 First Year Fee. For the initial annual period of July 1, 2013 through June 30, 2014, the monthly fee for the Township is \$1,498.30 for a total fee of \$17,979.64 annually.

3.3 Payment. The Township shall pay EHP within sixty (60) days of receipt of invoice.

3.4 Subsequent Annual Fees. Each January, EHP will determine the cost and volume of activity for all of its Dispatched Agencies for the previous calendar year. This calculation will be used in determine the rate for the subsequent period beginning on July 1st. EHP shall notify the Township of the fee for the following period no later than February 28th.

SECTION 4

TERM AND TERMINATION

4.1 Term. This Agreement shall commence on July 1, 2013 and continue through June 30, 2015. Thereafter, this Agreement shall be automatically renewed for additional, successive one (1) year terms unless terminated by either party by giving the other at least sixty (60) days advance written notice.

In the event that either party provides notice of termination under this Section, EHP shall continue to provide Services to the Fire Department for up to three (3) months after the termination date, until September 30th, under the prevailing current fee while the Township makes other arrangements for dispatching services.

4.2 Termination. This Agreement may be sooner terminated as set forth below.

4.2.1. Termination During Annual Renewal. The agreement may be terminated by either party in accordance with Section 4.1.

4.2.2. Event of Substantial Default. In the event that either party has substantially defaulted in the performance of any obligation under this Agreement, the objecting party shall provide the defaulting party with written notice of the substantial default. If the default has not been cured within thirty (30) days, the objecting party shall have the option to terminate this Agreement.

4.2.3. Mutual Agreement. This Agreement may be sooner terminated by mutual written agreement of the parties.

4.2.4. Loss or Reduction of Insurance Coverage. In the event either EHP or the Township shall receive notice of a prospective change in the scope of insurance carried by either party pursuant to this Agreement; or with respect to an unreasonable increase in premiums charged for such insurance; or with respect to any other change in such insurance that is adverse to the insured or adverse to the party paying premiums, then, if such change would be a material change in such premiums, coverage, or other terms, the party receiving such notice shall at once give written notice of such change to the other party to this Agreement.

Either party to this Agreement, if adversely affected by such change, may terminate this Agreement on grounds of such change by giving at least thirty (30) calendar day's written notice of termination to the other party. In no event shall such termination be effective prior to the date when the insurance change goes into effect.

Either party to this Agreement, upon receiving notice of termination under this Section 4.2.4., may elect to prevent termination by curing the change. For purposes of the prior sentence: (a) with respect to a premium increase, "cure" means paying the increased premium for the balance of the Agreement's term; (b) with respect to termination, reduction in coverage, or other changes, "cure" means providing substitute coverage or substitute insurance.

4.3 Post-Termination Obligations. Upon termination of this Agreement, the parties shall cooperate with each other in the orderly transfer of obligations under this Agreement. Following the effective date of termination, each party shall remain liable for their own obligations or liabilities arising from activities carried on prior to the effective date of termination.

SECTION 5

GENERAL PROVISIONS

5.1 Insurance.

5.1.1. EHP.

a. Errors and Omissions Insurance. EHP shall provide commercial insurance to cover errors and omissions for Services, equipment and personnel provided to the Township pursuant to this Agreement. Insurance shall be in the amount of \$1,000,000 per occurrence/\$2,000,000 aggregate, covering the activities of EHP, the Township, and their employees, elected officials, directors, officers and agents in connection with the obligations performed by each party pursuant to this Agreement.

b. Comprehensive General Liability Insurance. EHP shall provide commercial comprehensive general liability insurance in the amount of at least \$1,000,000 per occurrence/ \$2,000,000 aggregate, covering the respective activities of EHP, its employees, directors, officers and agents in connection with its obligations performed pursuant to this Agreement.

5.1.2. Notice of Claim. In the event any claim is asserted against either party to this Agreement, or both of them, or against one or more of them, and one or more other persons, the parties of this Agreement shall give prompt notice of such claim to one another and shall cooperate in the defense of such claim, to the extent their separate interests permit.

5.2 Independent Contractor Relationship. It is expressly understood and agreed by the parties that EHP is acting as an independent contractor with respect to the provision of Services, equipment and personnel to the Township and Fire Department pursuant to this Agreement. Nothing in this Agreement is intended to create an employer/employee or joint venture relationship or allow the Township to exercise control or direction over the manner or method by which EHP performs Services which are the subject matter of this Agreement; provided always that the Services to be provided by EHP shall be provided in a manner consistent with the provisions of this Agreement.

5.3 Compliance with Laws and Regulations. EHP shall comply with all federal, state and local regulations, including, but not limited to all applicable OSHA/MIOSHA requirements and the Americans With Disabilities Act.

5.4 Interpretation of Agreement. This Agreement shall be governed by and interpreted under the laws of the State of Michigan.

5.5 Amendments. This Agreement contains the entire agreement between the parties hereto, and no representations or agreements, oral or otherwise, between the parties not embodied herein shall be of any force or effect. Any additions or amendments to this Agreement subsequent hereto shall be of no force and effect unless in writing and signed by both parties.

5.6 Non-Assumption of Liabilities. Neither party hereto, by entering into and performing this Agreement, shall become liable for any of the existing or future liabilities of the other party or of anyone affiliated with the other party, except as expressly provided herein. It is not the intent of the parties that either party assume the risks of anyone else or become guarantor, insurer, or indemnitor for anyone else, except as expressly provided herein. In no event shall either party be liable to the other for special, incidental or consequential damages, even if the other party has been advised of the possibility of such damages.

5.7 Limited Enforcement. This Agreement is intended solely for the benefit of the parties hereto, and there is no intention, express or otherwise, to create rights or interest for any party or persons other than the Township and EHP.

5.8 No Assignment. Neither party shall have the right to assign their rights and obligations under this Agreement without advance, written consent of the other party.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed of the ____ day of _____, 20__:

SUPERIOR CHARTER TOWNSHIP
("TOWNSHIP")

EMERGENT HEALTH PARTNERS INC.
("EHP")

By: _____

By: _____

Its: Supervisor

Its: President and CEO

By: _____

Its: Clerk

By: James W. Roberts
Its: Fire Chief

APPENDIX "A"

EHP shall maintain an accounting of expenses for dispatching services in a separate and distinct cost center. The cost center shall include all expenses which are incurred in jointly dispatching all fire departments and ambulance services, including but not limited to facility depreciation, leasehold improvements, building maintenance, property taxes (if any), utilities including gas, electric, water and sewer, common radio equipment, common computer equipment software and other technology, back up electrical generators or supplies, telecommunications maintenance agreements, software licenses and support, personnel including wages and benefits and allocated costs for administrative support.

EHP and individual fire departments shall be responsible for their own mobile and portable radio equipment, mobile data terminals, station communications equipment, as well as specialized telecommunications connectivity such as ISDN, T1, microwave, fiber or other similar technologies.

Each January, EHP will determine the total expense of providing shared dispatching services (the cost) for the preceding 12-month fiscal year ending June 30th.

EHP will also determine the number of dispatched alarms (the activity) provided to each fire department and ambulance service. As used here, a "dispatched alarm" refers to an incident in which fire department or ambulance service is dispatched, without respect to whether a communication to or from EHP played a role in its dispatching. Each incident shall constitute a single "dispatched alarm", whether one or several pieces of equipment/vehicles were dispatched, and whether there is or is not ultimately a need for the agency's services at the scene.

The annual Cost will then be divided by the annual Activity to determine the "per dispatch" cost. The per dispatch cost and the individual agency's activity will be used to determine the amount to be charged for the next 12-month period beginning July 1st. The "per dispatch cost" beginning July 1st will be \$16.36. This rate shall be effective through June 30, 2015.



MICHIGAN TOWNSHIPS ASSOCIATION

Dues Invoice
May 24, 2013

Date Due: 7/1/2013
Township ID: O-2587
MTA Fed. I.D. #: 38-1536994

Primary Contact: Mr. David Phillips
Chtr. Twp. of Superior
3040 N. Prospect St.
Ypsilanti, MI 481989426

Remit To:
Michigan Townships Association
PO Box 80078
Lansing, MI 48908-0078

Table with 2 columns: Description and Amount. Rows include Annual Dues (\$5,167.00), Legal defense (\$155.01), and Total Dues (\$5,322.01).

Explanation of Dues Determination
This year your township's dues were determined by method (3) below:
(1) minimum dues \$181.00 per year
(2) formula (2012 Taxable Value x \$14.88723/million plus 2011-2012 state shared revenues x \$1.7376/thousand)
(3) graduated cap \$5,167.00 (Taxable Value \$250-\$599 million)
(4) graduated cap \$5,464.00 (Taxable Value \$600-\$999 million)
(5) graduated cap \$5,936.00 (Taxable Value + \$1 billion)
(6) increase capped at 10% above 2012-2013 dues

IRS regulations require us to disclose the following:
MTA Dues are not deductible as a charitable contribution for federal income tax purposes.

Postal regulations require us to disclose the following:
Annual membership dues include \$30 per one-year subscription to the Township Focus (formerly Michigan Township News) for township board members and certain additional appointed officials.

If you have any questions regarding MTA dues or services, please call us at (517) 321-6467.

Dues Remittance

Please return this portion with your dues remittance

Date Due: 7/1/2013

Township ID: O-2587

Remit To:

Remitted by:

Michigan Townships Association
PO Box 80078
Lansing, MI 48908-0078

Primary Contact: Mr. David Phillips
Chtr. Twp. of Superior
3040 N. Prospect St.
Ypsilanti, MI 481989426

Summary table with 2 columns: Category and Amount. Rows: Dues (\$5,167.00), Legal Defense (\$155.01), Total (\$5,322.01).

Thank you for supporting strong township government!



MICHIGAN TOWNSHIPS ASSOCIATION

May 24, 2013

Dear MTA-Member Township Board:

This year marks the 60th anniversary for the Michigan Townships Association—six decades of advocating for townships in Lansing and in Washington, D.C., educating township leaders on how to efficiently and effectively perform their duties, and providing invaluable information and resources as township officials lead their communities.

As Michigan's townships evolve and embrace new ways of providing valued local services and programs, so, too, does your Association. We are continuing to expand and improve the services offered to our member townships—while keeping the dues formula flat for your 2013-2014 membership year. In fact, due to the solvency of our Legal Defense Fund, the MTA Board has decreased the voluntary Legal Defense Fund contribution by 3 percent for this year.

We trust you will agree that your continued support for an effective MTA is justified by the value that MTA's programs, services and representation brings to your township. As continued and emerging legislation impacts Michigan's townships, MTA brings the township perspective before Congressional leaders as well as those in Lansing. We also look forward to providing exciting new educational opportunities, including our 2014 Annual Educational Conference & Expo, which will, for the first time, be held at the Grand Traverse Resort in Traverse City.

We're launching a new rebranding effort and streamlining our Association communications vehicles, honing our delivery of information on cutting-edge ideas, statutory duties, and breaking legislative updates. *Michigan Township News* magazine is being transformed into the *Township Focus*. The magazine will continue to provide the valuable information and topics to which our member officials are accustomed, but with increased coverage on issues impacting townships. Our *Weekly Legislative Update* and *mt@-newswire* electronic newsletter are being combined into the new *Township Insights* e-newsletter, offering both a weekly recap of legislative news as well as links to township resources, including grants, studies, reports and programs benefitting local governments.

To further increase the value and immediacy of our legislative outreach and in response to member demand, our monthly legislative newsletter, *Township Voice* (formerly *Capitol Currents*) is going fully electronic, allowing us to more quickly and effectively report to you what's happening in Lansing—and how it impacts your township. Members who prefer to receive a print version of *Township Voice*, which will be mailed monthly, may subscribe for just \$10 per person, per year, as an added option to the township's dues, or they may subscribe individually. This change will avoid having members who receive the publication via email subsidizing the costs for the minority who prefer the more traditional—and expensive—print version. Any individual from an MTA-member township will now be able to receive our new electronic publications—*Township Insights* and *Township Voice*—at no additional charge.

For 60 years, it has been our privilege to partner with our member townships in ensuring that township government remains the government of choice for Michigan's residents. By renewing your 2013-2014 MTA membership, your township board demonstrates its continued commitment to advancing township government as the most effective, efficient and accountable form of government. We appreciate your ongoing support of township government and the opportunity to continue to serve you.

Sincerely,

A handwritten signature in dark ink that reads "G. Lawrence Merrill".

G. Lawrence Merrill
MTA Executive Director

Enclosures

PROPOSED BUDGET AMENDMENTS		June 15, 2013		
FIRE FUND				
BUDGET LINE #	DESCRIPTION	DEBIT	CREDIT	
206-336-702-002	OVERTIME- SICK COVERAGE	DECREASE	\$ 7,000.00	RUNNING UNDER BUDGET
206-336-702-004	OVERTIME CALL BACKS	\$ 4,000.00	INCREASE	RUNNING OVER BUDGET
206-336-702-005	OVERTIME TRAINING & MISC	\$ 14,000.00	INCREASE	RUNNING OVER BUDGET DUE TO STAFFING CHANGES
206-890-985-000	TAX CHARGEBACKS	DECREASE	\$ 6,000.00	RUNNING UNDER BUDGET
206-336-702-000	REG SALARIES	DECREASE	\$ 5,000.00	RUNNING UNDER BUDGET DUE TO STAFFING CHANGES
	TOTAL OF DEBITS/CREDITS	\$ 18,000.00	\$ 18,000.00	

Record of Disbursements

Date: JUNE 17, 2013

*Contains all checks written since last report was submitted for the following funds:

General
Fire
Law
Park
Building
Water & Sewer

Note: Some of these checks were presented to the board for approval. All others are either pre-approved or under \$1,000.00

SUBMITTED BY: SUSAN MUMM, ACCOUNTANT

7:51 AM
 06/13/13
 ACCRUAL BASIS

SUPERIOR TOWNSHIP UTILITY DEPARTMENT
 CHECK REGISTER
 MAY 21 THROUGH JUNE 17, 2013

DATE	NUM	NAME	MEMO	AMOUNT
1003 CASH-O&M				
1011 O&M CHECKING-CHASE				
6/10/13	EFT	MAGIC-WRIGHTER	MONTHLY FEE-05/13	(40.33)
5/22/13	8011	SUPERIOR TWP. PAYROLL FUND	PAYROLL -05/23/13	(19,835.65)
5/22/13	8012	SUPERIOR TWP. PAYROLL FUND	MERS HEALTH SAVINGS-05/13	(1,147.50)
5/22/13	8013	AT&T	BOOSTER STA. PHONE-05/13	(56.82)
5/22/13	8014	CITIZEN'S HEALTH INSURANCE ACCOUNT	LIFE INSURANCE-06/13	(96.47)
5/22/13	8015	CITIZEN'S HEALTH INSURANCE ACCOUNT	VOID: VISION INSURANCE-06/13	0.00
5/22/13	8016	CITIZEN'S HEALTH INSURANCE ACCOUNT	MEDICAL INSURANCE -BORDINE-06/13	(376.41)
5/22/13	8017	CITIZEN'S HEALTH INSURANCE ACCOUNT	DENTAL INSURANCE-06/13	(742.45)
5/22/13	8018	CITIZEN'S HEALTH INSURANCE ACCOUNT	MEDICAL INS. PREMIUM-06/13	(5,097.04)
5/22/13	8019	COMCAST	INTERNET-MAINT. FAC.-05/13	(69.90)
5/22/13	8020	ENGINEERED FLUID, INC.	LEFORGE BOOSTER STATION REHAB	(21,430.90)
5/22/13	8021	HD SUPPLY WATERWORKS, LTD.	MAN HOLE FRAME	(544.80)
5/22/13	8022	MIDWEST MAINTENANCE	REPLACEMENT OF MANHOLE FRAME @ 8539 BARRINGTON	(1,800.00)
5/22/13	8023	OCCUPATIONAL HEALTH CENTERS OF MICHIGAN	DOT CERTIFICATION -BLANTON	(79.50)
5/22/13	8024	STAPLES CONTRACT & COMMERCIAL	OFFICE SUPPLIES	(437.43)
5/22/13	8025	UIS PROGRAMMABLE SERVICES	SCADA RADIO SURVEY	(1,256.00)
5/22/13	8026	VERIZON	CELL PHONES-05/13	(214.19)
5/22/13	8027	WINDSTREAM	PHONES -ADMIN. BLDG. -05/13	(180.19)
5/22/13	8028	YPSILANTI COMM. UTILITIES AUTHORITY	W/S PURCH.-04/13	(106,803.73)
5/22/13	8029	HOME DEPOT	TOILET PART	(99.00)
5/24/13	8030	SUPERIOR TWP. PAYROLL FUND	JOHN HANCOCK PENSION-05/13	(308.48)
5/24/13	8031	SUPERIOR TWP. PAYROLL FUND	MERS PENSION-05/13	(2,487.51)
5/29/13	8032	SUPERIOR TWP. PAYROLL FUND	ADDITIONAL AMT. FOR 05/23 P/R -BORDINE	(480.65)
5/29/13	8033	ANN ARBOR CHARTER TOWNSHIP	W/S PURCH.-03-05/13	(11,441.40)
5/29/13	8034	CRB CRANE AND SERVICE Co., INC.	WARNING TAGS	(31.88)
5/29/13	8035	DTE	MULT. GAS & ELECT.-05/13	(817.71)
5/29/13	8036	LARRY'S SHOES AND BOOTS	WORK BOOTS	(129.00)
5/29/13	8037	MRWA	LEAK DETECTION -BLANTON & BORDINE	(230.00)
5/29/13	8038	SAM'S CLUB	BUILDING SUPPLIES	(109.45)
5/29/13	8039	STAPLES CONTRACT & COMMERCIAL	OFFICE SUPPLIES	(8.98)
6/5/13	8040	WINDSTREAM	PHONES-MAINT. FAC.-06/13	(173.37)
6/5/13	8041	RICOH USA INC.	COPIER LEASE-05/13	(161.88)
6/5/13	8042	DTE	MULT. GAS & ELECT.-05/13	(1,638.75)
6/5/13	8043	AUTO-WARES GROUP (AUTO VALUE)	VACTOR BATTERIES & MOWER FILTER	(240.37)
6/5/13	8044	ANSWERING SERVICE, INC.	ANSWERING SERVICE-06/13	(101.00)
6/5/13	8045	AL'S CLEANING SERVICE	ADM. BLDG. CLEANING-05/13 (5 WEEKS) + CARPET	(650.00)
6/5/13	8046	SUPERIOR TWP. PAYROLL FUND	PAYROLL -06/06/13	(20,358.74)
6/5/13	8047	SUPERIOR TWP. GENERAL FUND	ACCOUNTANT-06/13	(166.67)
6/5/13	8048	WRIGHT EXPRESS FSC	FUEL-05/13	(252.97)
6/12/13	8049	BEAVER RESEARCH COMPANY	TOILET CLEANER	(105.80)
6/12/13	8050	COMCAST	INTERNET-ADM. BLDG.-05/13	(73.90)
6/12/13	8051	KEITH LOCKIE	MILEAGE-04/01/13-06/05/13	(66.67)
6/12/13	8052	OHM ENGINEERING ADVISORS	GENERAL SERVICES	(562.50)
6/12/13	8053	PURCHASE POWER	POSTAGE METER REFILLS	(948.33)
6/12/13	8054	SPARTAN DISTRIBUTORS	TORO PARTS	(300.01)
6/12/13	8055	STANDARD PRINTING	500 BUSINESS CARDS-LOCKIE	(40.25)
6/12/13	8056	STAPLES CONTRACT & COMMERCIAL	OFFICE SUPPLIES	(202.35)

7:51 AM
06/13/13
ACCRUAL BASIS

SUPERIOR TOWNSHIP UTILITY DEPARTMENT
CHECK REGISTER
MAY 21 THROUGH JUNE 17, 2013

DATE	NUM	NAME	MEMO	AMOUNT
6/12/13	8057	WORK 'N GEAR	WORK CLOTHES & SAFETY GLASSES	(174.25)
6/12/13	8058	YPSILANTI COMM. UTILITIES AUTHORITY	SANITARY SEWAGE DISCHARGE	(166.20)
TOTAL 101 O&M CHECKING - CHASE				(202,757.28)
TOTAL 100 CASH - O&M				(202,757.28)
120 CASH - CAPITAL RESERVE				
125 CR CHECKING - CHASE				
5/22/13	404	SUPERIOR TWP. FIRE FUND	FIRE PORTION OF RETURNED CONTINGENCY FUNDS	(277.07)
TOTAL 125 CR CHECKING - CHASE				(277.07)
TOTAL 120 CASH - CAPITAL RESERVE				(277.07)
TOTAL				(203,034.35)

GENERAL FUND CHECK REGISTER
MAY 16, 2013 - JUNE 13, 2013

Check Date	Bank	Check	Vendor Name	Description	Amount
Bank GENL GENERAL FUND					
05/16/2013	GENL	34671	TRACI BIBINS	ELECTION WORK 5/7	\$ 135.00
05/16/2013	GENL	34672	DONALD PENNINGTON	APRIL PLANNING SERVICES	\$ 780.00
05/17/2013	GENL	34673	IAN STEWART	REIMBURSEMENT FOR DUMP USAGE	\$ 11.50
05/17/2013	GENL	34674	JOHN COOK	REIMBURSEMENT FOR DUMP USAGE	\$ 22.00
05/17/2013	GENL	34675	STANDARD PRINTING	MAY NEWSLETTER	\$ 796.38
05/20/2013	GENL	34676	BRENDA MCKINNEY	MILEAGE APRIL 17 THRU MAY 9TH	\$ 65.54
05/20/2013	GENL	34677	MONA MCLAIN	MILEAGE APRIL 29TH - MAY 14TH	\$ 55.37
05/20/2013	GENL	34678	STAPLES CREDIT PLAN	OFFICE SUPPLIES	\$ 163.09
05/20/2013	GENL	34679	JOHN HUDSON	MILEAGE HUDSON 5/6--5/17	\$ 86.45
05/21/2013	GENL	34680	HERITAGE NEWSPAPERS	PUBLIC NOTICES	\$ 16.00
05/21/2013	GENL	34681	MIDWESTERN CONSULTING	2012 SIDEWALK REPLACEMENT PROGRAM	\$ 1,720.00
05/21/2013	GENL	34682	PITNEY BOWES INC.	LEASE MAY 2013	\$ 272.00
05/21/2013	GENL	34683	RALPH DUEDE	REIMBURSEMENT FOR DUMP USAGE	\$ 46.00
05/21/2013	GENL	34684	SUPERIOR TWP PAYROLL FUND	CASH TRANSFERS 5/23/13	\$ 23,830.60
05/23/2013	GENL	34685	CITIZEN'S BANK HEALTH INSUR ACT	JUNE 2013 BCBS	\$ 3,209.23
05/23/2013	GENL	34686	CITIZEN'S BANK HEALTH INSUR ACT	DELTA JUNE 2013	\$ 634.93
05/23/2013	GENL	34687	CITIZEN'S BANK HEALTH INSUR ACT	JUNE 2013 CONSUMERS LIFE	\$ 155.11
05/23/2013	GENL	34688	SUPERIOR TWP PAYROLL FUND	HCSP MAY 2013	\$ 1,350.00
05/24/2013	GENL	34689	STAPLES ADVANTAGE	STAMPS FOR TREASURY DEPT	\$ 73.98
05/24/2013	GENL	34690	SUPERIOR TWP PAYROLL FUND	JOHN HANCOCK MAY 2013	\$ 889.34
05/24/2013	GENL	34691	SUPERIOR TWP PAYROLL FUND	MERS #2 MAY 2013	\$ 2,764.44
05/28/2013	GENL	34692	LUCAS & BAKER PC	ORDINANCE UPDATES	\$ 337.50
05/28/2013	GENL	34693	TERMINIX PROCESSING CENTER	PEST CONTROL MAY 2013	\$ 73.00
05/29/2013	GENL	34694	SUPERIOR TOWNSHIP BUILDING FUND	RICK SALARY SPLIT MAY 2013	\$ 623.80
05/29/2013	GENL	34695	CITIZEN'S BANK HEALTH INSUR ACT	ADDITIONAL DEPOSIT RE SUSAN MUMM	\$ 750.00
05/29/2013	GENL	34696	CITIZEN'S BANK HEALTH INSUR ACT	ADDITIONAL DEPOSIT RE DIANE AHO	\$ 1,500.00
05/29/2013	GENL	34697	RICOH USA, INC	STAPLES FOR RICOH	\$ 84.62
05/30/2013	GENL	34698	DAVID MCPHERSON JR.	REIMBURSEMENT FOR DUMP USAGE	\$ 5.75

05/30/2013	GENL	34699	GEORGE WESTERMAN	REIMBURSEMENT FOR DUMP USAGE	\$	11.50
05/30/2013	GENL	34700	JERRY CLIFTON	REIMBURSEMENT FOR DUMP USAGE	\$	33.00
05/30/2013	GENL	34701	JESSIE BOWERS	REIMBURSEMENT FOR DUMP USAGE	\$	11.50
05/30/2013	GENL	34702	RICOH USA INC	RICOH MAINTENANCE AGREEMENT MAY	\$	260.41
05/30/2013	GENL	34703	ROBERT CAMPBELL	REIMBURSEMENT FOR DUMP USAGE	\$	11.50
06/03/2013	GENL	34704	JOHN HUDSON	MILEAGE HUDSON 5/20-5/31	\$	89.27
06/03/2013	GENL	34705	DTE ENERGY	OLD TOWNSHIP HALL/LAW SPLIT MAY ELECT	\$	481.88
06/03/2013	GENL	34706	DTE ENERGY	GENRAL "B" GENERATOR LAW SPLIT GAS	\$	45.04
06/03/2013	GENL	34707	DTE ENERGY	GENERAL METER "A" GAS MAY 2013	\$	39.74
06/03/2013	GENL	34708	DTE ENERGY	OLD TOWNSHIP HALL MAY 2013 GAS	\$	30.60
06/04/2013	GENL	34709	SUPERIOR TWP PARK FUND	MAY PARK TRANSFER	\$	18,996.41
06/04/2013	GENL	34710	SUPERIOR TWP PARK FUND	JUNE 2013 PARK TRANSFER	\$	18,996.41
06/04/2013	GENL	34711	SUPERIOR TWP PAYROLL FUND	CASH TRANSFER 6/6/13 PAYROLL	\$	23,359.58
06/05/2013	GENL	34712	PAULA CALOPISIS	MILEAGE PAUAL 4/17--5/20	\$	85.11
06/05/2013	GENL	34713	CHARLES SWANSON	ORDINANCE VIOLATION GRASS CUTTING MAY 13	\$	405.00
06/05/2013	GENL	34714	PETTY CASH/ BRENDA MCKINNEY	REIM FOR POSTAGE AND PROF SERVICES	\$	82.64
06/05/2013	GENL	34715	WASHTENAW COUNTY TREASURER	TAX CHARGBACK	\$	56.69
06/05/2013	GENL	34716	BLOOM ROOFING SYSTEMS, INC.	ROOF REPLACEMENT TOWNSHIP HALL	\$	86,900.00
06/05/2013	GENL	34717	GARY SIMKISS	REIMBURESEMENT FOR DUMP USAGE	\$	35.00
06/05/2013	GENL	34718	VERIZON WIRELESS	HOT SPOT CHARGES MAY 2013	\$	36.55
06/05/2013	GENL	34719	WEX BANK	FUEL MAY	\$	53.00
06/05/2013	GENL	34720	DAVID PHILLIPS	REIM WOODLANDS/GEDDES GLEN DEV AGREE	\$	62.00
06/06/2013	GENL	34721	UNEMPLOYMNET INSURANCE AGENCY	UNEMPLOYMEN 2012	\$	78.91
06/06/2013	GENL	34722	SHARED SERVICES, LLC	PUBLIC NOTICE	\$	32.00
06/06/2013	GENL	34723	DONALD PENNINGTON	MAY PLANNING SERVICES	\$	422.50
06/07/2013	GENL	34724	DEIDRE DORRE-FULLER	DUMP USAGE REIMBURSEMENT	\$	22.50
06/07/2013	GENL	34725	GENE BUTMAN FORD SALES, INC.	OIL CHNGE, TIRE ROT,, BLADES, WIND CHIP	\$	111.15
06/07/2013	GENL	34726	LUKE LOESCHER	REIMBURESEMENT FOR DUMP USAGE	\$	42.50
06/07/2013	GENL	34727	ROBERTO GAYTAN	REIMBURSEMENT FOR DUMP USAGE	\$	32.50
06/07/2013	GENL	34728	STAPLES CREDIT PLAN	OFFICE SUPPLIES	\$	17.98
06/10/2013	GENL	34729	BRENDA MCKINNEY	MILEAGE MAY 21 - JUNE 7	\$	79.10
06/10/2013	GENL	34730	DANIEL SMOKE	DUMP USAGE REIMBURSEMENT	\$	26.00
06/10/2013	GENL	34731	DAVID SHIPMAN	DUMP USAGE REIMBURSEMENT	\$	22.00
06/10/2013	GENL	34732	PLANNING & ZONING CENTER, INC.	2013 SUBSCRIPTION 8/13 - 7/14	\$	185.00

06/10/2013	GENL	34733	STAPLES ADVANTAGE	OFFICE/OPERATING SUPPLIES	\$ 135.13
06/11/2013	GENL	34734	ABSOPURE WATER COMPANY	SPRING WATER MAY	\$ 36.00
06/11/2013	GENL	34735	ABSOPURE WATER COMPANY	MAY WATER COOLER RENTAL	\$ 24.00
06/11/2013	GENL	34736	ARC	COPIES SUNH YOUNG (CUSTOMER PREPAID)	\$ 31.75
06/11/2013	GENL	34737	COMCAST	MAY INTERNET SERVICES	\$ 73.90
06/11/2013	GENL	34738	DAVID FLANAGAN	DUMP USAGE REIMBURSEMENT	\$ 22.00
06/12/2013	GENL	34739	ERIN CICERO	DUMP USAGE REIMBURSEMENT	\$ 17.25
06/12/2013	GENL	34740	TODD REGAN	DUMP USAGE REIMBURSEMENT	\$ 44.00

GENL TOTALS:

Total of 70 Checks:	\$ 191,990.63
Less 0 Void Checks:	\$ -
Total of 70 Disbursements:	<u>\$ 191,990.63</u>

FIRE FUND CHECK REGISTER
MAY 16, 2013 - JUNE 13, 2013

Check Date	Bank	Check	Vendor Name	Description	Amount
05/20/2013	FIRE	21020	STAPLES CREDIT PLAN	OFFICE SUPPLIES	\$ 482.30
05/20/2013	FIRE	21021	JAMES ROBERTS	REIMBURESEMENT FOR UNIFORM PANTS	\$ 71.02
05/20/2013	FIRE	21022	JEFFREY KUJAWA	MILEAGE JAN 9TH THRU MAY 8TH 2013	\$ 128.76
05/21/2013	FIRE	21023	ANN ARBOR CLEANING SUPPLY	CLEANING SUPPLIES STATION #1	\$ 442.12
05/21/2013	FIRE	21024	AUTO VALUE YPSILANTI	WASHER SOLVENT AND WAX FOR APPARATUS	\$ 37.32
05/21/2013	FIRE	21025	HOMÉ DEPOT CREDIT SERVICES	SENSOR SWITCH AND SUPPLIES	\$ 224.63
05/21/2013	FIRE	21026	SAXTONS POWER EQUIPMENT LLC	REPAIRS TO WALK BEHIND MOWER	\$ 221.55
05/21/2013	FIRE	21027	SUPERIOR TWP PAYROLL FUND	PAYROLL TRANSFER 5-23-13	\$ 33,779.54
05/23/2013	FIRE	21028	CITIZEN'S BANK HEALTH INSUR ACT	BCBS JUNE 2013	\$ 6,654.50
05/23/2013	FIRE	21029	CITIZEN'S BANK HEALTH INSUR ACT	BCBS JUNE 2013 RETIREES	\$ 1,203.47
05/23/2013	FIRE	21030	CITIZEN'S BANK HEALTH INSUR ACT	DELTA DENTAL JUNE 2013	\$ 850.14
05/23/2013	FIRE	21031	CITIZEN'S BANK HEALTH INSUR ACT	DELTA DENTAL JUNE 2013 RETIREES	\$ 118.30
05/23/2013	FIRE	21032	CITIZEN'S BANK HEALTH INSUR ACT	JUNE 2013 CONSUMERS LIFE	\$ 124.85
05/23/2013	FIRE	21033	SUPERIOR TWP PAYROLL FUND	HCSP MAY 2013	\$ 1,215.00
05/24/2013	FIRE	21034	SUPERIOR TWP PAYROLL FUND	MERS #1 MAY 2013	\$ 6,074.19
05/24/2013	FIRE	21035	SUPERIOR TWP PAYROLL FUND	JOHN HANCOCK MAY 2013	\$ 628.52
05/28/2013	FIRE	21036	ANN ARBOR CLEANING SUPPLY	CLEANING SOAP	\$ 75.02
05/28/2013	FIRE	21037	GABBYS BP	GAS FOR SMALL ENGINES	\$ 37.98
05/28/2013	FIRE	21038	RESCUE EQUIPMENT SALES & SERVICES	PREVENTATIVE MAINTENANCE ON JAWS OF LIFE	\$ 510.00
05/28/2013	FIRE	21039	RICOH AMERICAS CORPORATION	MAY 2013 COPIER LEASE	\$ 250.39
05/29/2013	FIRE	21040	CITIZEN'S BANK HEALTH INSUR ACT	ADDITIONAL DEPOSIT WAYNE DICKINSON	\$ 4,500.00
05/29/2013	FIRE	21041	SUPERIOR TWP PAYROLL FUND	CORRETION TO MERS #1 MAY	\$ 21.31
06/03/2013	FIRE	21042	DTE ENERGY	OCT 2012 - APRIL 2013 GAS STATION #2	\$ 2,008.60
06/03/2013	FIRE	21043	DTE ENERGY	ELECTRIC APRIL 2013 STATION #2	\$ 683.88
06/03/2013	FIRE	21044	COMCAST	INTERNET & CABLE JUNE 2013 STATION #2	\$ 186.64
06/03/2013	FIRE	21045	SUPERIOR TWP GENERAL FUND	TERMINATION RECONCILIATION PRIORITY HLTH	\$ 2,602.33
06/04/2013	FIRE	21046	SUPERIOR TWP GENERAL FUND	ACCOUNTING FEES JUNE 2013	\$ 833.33
06/04/2013	FIRE	21047	SUPERIOR TWP PAYROLL FUND	CASH TRANSFER 6/6/13 PAYROLL	\$ 30,343.67
06/05/2013	FIRE	21048	WASHTENAW COUNTY TREASURER	TAX CHARGBACK	\$ 153.89
06/05/2013	FIRE	21049	PHILIP W. DICKINSON	MILEAGE REIM. 2/11/13 THRU 4/11/13	\$ 127.37

06/05/2013	FIRE	21050	COMCAST	INTERNET JUNE 2013 STATION #1	\$	73.90
06/05/2013	FIRE	21051	CORRIGAN OIL COMPANY	FUEL FOR APPARATUS	\$	712.98
06/05/2013	FIRE	21052	DTE ENERGY	GAS STATION #1 MAY	\$	87.67
06/05/2013	FIRE	21053	DTE ENERGY	ELECTRIC MAY STATION #1	\$	669.74
06/05/2013	FIRE	21054	ELITE TRAUMA CLEAN-UP	MEDICAL WASTE REMOVAL	\$	35.00
06/05/2013	FIRE	21055	EMERGENCY VEHICLES PLUS	REPAIRS TO E-11-1	\$	1,072.71
06/05/2013	FIRE	21056	FLEETPRIDE	ROTARY SWITCH FOR E-11-2	\$	10.01
06/05/2013	FIRE	21057	NEXTEL	OFFICER CELL PHONES MAY	\$	250.64
06/05/2013	FIRE	21058	PAETEC	TELEPHONE SERVICE MAY 2013 STATION #1	\$	123.14
06/05/2013	FIRE	21059	SAXTONS POWER EQUIPMENT LLC	CLUTCH REPAIR LAWNMOWER	\$	248.41
06/07/2013	FIRE	21060	CITIZEN'S BANK HEALTH INSUR ACT	WILL INTITAL DEPOSIT APRIL - JUNE	\$	750.00
06/10/2013	FIRE	21061	HURON VALLEY AMBULANCE	PAGER SERVICE MAY 2013	\$	110.45
06/10/2013	FIRE	21062	HURON VALLEY AMBULANCE	DISPATCH SERVICES JUNE 2013	\$	1,495.44
06/10/2013	FIRE	21063	SUPERIOR UNIFORM SALES, INC.	911 3-1 PARKA REPLACEMENT FRENCH	\$	599.19
06/10/2013	FIRE	21064	SUPERIOR TWP PAYROLL FUND	FIX PROBLEM RE UNIFORM ALLOW MARCH	\$	4,597.50
06/13/2013	FIRE	21065	AMERICAN AQUA, INC.	WATER SOFTNER SALT MAY	\$	36.70
06/13/2013	FIRE	21066	ANN ARBOR CLEANING SUPPLY	STATION CLEANING PRODUCTS SOAP	\$	136.80
06/13/2013	FIRE	21067	CORRIGAN OIL COMPANY	DIESEL FUEL FOR APPARATUS	\$	913.59
06/13/2013	FIRE	21068	EMERGENCY VEHICLES PLUS	SOLENOID REPLACEMENT FOR E-11-1	\$	484.98
06/13/2013	FIRE	21069	FIRE PROGRAMS	SUPPORT SERVICE FOR ONE YEAR	\$	1,380.00
06/13/2013	FIRE	21070	FLEETPRIDE	ROTARY SWITCH FOR E-11-2	\$	10.01

FIRE TOTALS:					
Total of 51 Checks:				\$	108,389.48
Less 0 Void Checks:				\$	-
Total of 51 Disbursements:				\$	108,389.48

BUILDING FUND CHECK REGISTER
MAY 16, 2013 - JUNE 13, 2013

Check Date	Bank	Check	Vendor Name	Description	Amount
Bank BUILD BUILDING FUND					
05/21/2013	BUILD	8240	SUPERIOR TWP PAYROLL FUND	PAYROLL TRANSFER 5-23-13	3,861.87
05/23/2013	BUILD	8241	CITIZEN'S BANK HEALTH INSUR ACT	BCBS JUNE 2013	967.51
05/23/2013	BUILD	8242	CITIZEN'S BANK HEALTH INSUR ACT	DELTA DENTAL JUNE 2013	90.72
05/23/2013	BUILD	8243	CITIZEN'S BANK HEALTH INSUR ACT	JUNE 2013 CONSUMERS LIFE	15.14
05/23/2013	BUILD	8244	SUPERIOR TWP PAYROLL FUND	HCSP MAY 2013	135.00
05/24/2013	BUILD	8245	SUPERIOR TWP PAYROLL FUND	JOHN HANCOCK MAY 2013	716.52
05/29/2013	BUILD	8246	SUPERIOR TWP GENERAL FUND	DEBORAH COST SPLIT MAY 2013	1,451.51
05/29/2013	BUILD	8247	WEX BANK	MAY 2013 GASOLINE	149.91
06/04/2013	BUILD	8248	SUPERIOR TWP PAYROLL FUND	CASH TRANSFER 6/6/13 PAYROLL	3,861.87
06/05/2013	BUILD	8249	ANN ARBOR TOWNSHIP	BUILDING INSPECTIONS 5/20-5/24	270.00
06/05/2013	BUILD	8250	SHYMANSKI & ASSOCIATES, L.L.C.	SPRINT WIRELESS TOWER UPGRADE	400.00
06/05/2013	BUILD	8251	VERIZON WIRELESS	HOT SPOT CHARGES MAY 2013	36.55
06/06/2013	BUILD	8252	EDWIN MANIER	ELECTRICAL INSPECTIONS MAY	510.00
06/07/2013	BUILD	8253	SUPERIOR TWP GENERAL FUND	DEBORAH HSA APRIL - JUNE	750.00 V
06/07/2013	BUILD	8254	SUPERIOR TWP GENERAL FUND	DEBORAH HSA DEPOSIT 1ST Q	250.00
06/10/2013	BUILD	8255	STAPLES ADVANTAGE	FOLDERS/LABELS	20.96
06/10/2013	BUILD	8256	RICHARD MAYERNIK	MECHANICAL LICENSE RENEWAL	300.00
06/11/2013	BUILD	8257	SUPERIOR TWP GENERAL FUND	% OF OVERHEAD APRIL	<u>1,309.06</u>

BUILD TOTALS:

Total of 18 Checks:	15,096.62
Less 1 Void Checks:	<u>750.00</u>
Total of 17 Disbursements:	<u>14,346.62</u>

PARK FUND CHECK REGISTER
MAY 16, 2013 - JUNE 13, 2013

Check Date	Bank	Check	Vendor Name	Description	Amount
Bank PARK PARK FUND					
05/16/2013	PARK	11625	DTE ENERGY	APRIL 13 ELECTRIC MAINTENANCE GARAGE	\$ 38.16
05/16/2013	PARK	11626	SUPERIOR TWP UTILITY DEPARTMENT	PHONES ADMIN BUILDING MAY 2013	\$ 35.51
05/21/2013	PARK	11627	WALMART COMMUNITY/GECRB	REC SUPPLIES /BASKETBALL NETS	\$ 31.34
05/21/2013	PARK	11628	SUPERIOR TWP PAYROLL FUND	PAYROLL TRANSFER 5-23-13	\$ 4,341.82
05/23/2013	PARK	11629	CITIZEN'S BANK HEALTH INSUR ACT	DELTA DENTAL JUNE 2013	\$ 20.68
05/23/2013	PARK	11630	CITIZEN'S BANK HEALTH INSUR ACT	JUNE 2013 CONSUMERS LIFE	\$ 5.68
05/23/2013	PARK	11631	SUPERIOR TWP PAYROLL FUND	H CSP MAY 2013	\$ 67.50
05/23/2013	PARK	11632	VERIZON WIRELESS	CELL PHONES MAY 2013	\$ 82.95
05/24/2013	PARK	11633	SUPERIOR TWP PAYROLL FUND	MERS #2 MAY 2013	\$ 223.97
05/24/2013	PARK	11634	SUPERIOR TWP PAYROLL FUND	JOHN HANCOCK MAY 2013	\$ 456.56
05/29/2013	PARK	11635	SUPERIOR TWP UTILITY DEPARTMENT	KEITH SALARY SPLIT MAY 2013	\$ 2,944.49
05/29/2013	PARK	11636	SAM'S CLUB	RECREATION SUPPLIES MAY	\$ 123.12
06/03/2013	PARK	11637	DTE ENERGY	PARKS BUILDING ELECTRIC MAY 2013	\$ 42.00
06/03/2013	PARK	11638	LOWE'S	FLOWERS	\$ 29.39
06/04/2013	PARK	11639	SUPERIOR TWP GENERAL FUND	ACCOUNTING FEES JUNE 2013	\$ 500.00
06/04/2013	PARK	11640	SUPERIOR TWP PAYROLL FUND	CASH TRANSFER 6/6/13 PAYROLL	\$ 4,558.85
06/05/2013	PARK	11641	DAVID BUTERBAUGH	ROCKETS FOR EVENT	\$ 31.80
06/05/2013	PARK	11642	DISCOUNT TIRE CO./AMERICA'S TIRE CO	TIRE REPAIR	\$ 30.00
06/05/2013	PARK	11643	HOME DEPOT CREDIT SERVICES	FLOWERS	\$ 78.92
06/05/2013	PARK	11644	WEX BANK	FUEL MAY 2013	\$ 828.76
06/12/2013	PARK	11645	KEITH LOCKIE	3/28 THRU 6/6 MILEAGE	\$ 50.29
06/12/2013	PARK	11646	STANDARD PRINTING	500 BUSINESS CARDS KEITH LOCKIE	\$ 40.25
06/12/2013	PARK	11647	SUPERIOR TWP UTILITY DEPARTMENT	PHONES JUNE	\$ 35.51

PARK TOTALS:

Total of 23 Checks:	\$ 14,597.55
Less 0 Void Checks:	\$ -
Total of 23 Disbursements:	\$ 14,597.55

LAW FUND CHECK REGISTER
MAY 16, 2013 - JUNE 13, 2013

Check Date	Bank	Check	Vendor Name	Description	Amount
Bank LAW LAW FUND					
06/03/2013	LAW	2936	DTE ENERGY	ELECTRIC MAY 2013	456.34
06/03/2013	LAW	2937	DTE ENERGY	MAY 2013 GAS	13.40
06/04/2013	LAW	2938	SUPERIOR TWP GENERAL FUND	ACCOUNTING FEES JUNE 2013	100.00
06/04/2013	LAW	2939	SUPERIOR TWP PAYROLL FUND	CASH TRANSFER 6/6/13 PAYROLL	153.39
06/05/2013	LAW	2940	WASHTENAW COUNTY TREASURER	TAX CHARGEBACK	115.49
LAW TOTALS:					
Total of 5 Checks:					838.62
Less 0 Void Checks:					0.00
Total of 5 Disbursements:					838.62

SUPERIOR TOWNSHIP

BILLS FOR PAYMENT

DATE: JUNE 17, 2013

TOTAL AMOUNTS TO BE RELEASED FROM EACH FUND

GENERAL	\$	1,128.75
LEGAL DEFENSE		NONE TO SUBMIT
FIRE		NONE TO SUBMIT
LAW	\$	3,449.39
PARK		NONE TO SUBMIT
BUILDING		NONE TO SUBMIT
UTILITIES	\$	6,261.09

GRAND TOTAL

THERE ARE NO BILLS TO SUBMIT FOR THIS MEETING

SUBMITTED BY: SUSAN MUMM, ACCOUNTANT

BILLS FOR PAYMENT

DATE: June 17, 2013

GENERAL FUND

AMOUNT	TO WHOM	DESCRIPTION
\$ 1,128.75	FINK & VALVO	MISC LEGAL SERVICES
\$ 1,128.75	TOTAL	

LEGAL DEFENSE FUND

AMOUNT	TO WHOM	DESCRIPTION
	NONE TO SUBMIT	
	TOTAL	

FIRE FUND

AMOUNT	TO WHOM	DESCRIPTION
	NONE TO SUBMIT	
	TOTAL	

LAW FUND

AMOUNT	TO WHOM	DESCRIPTION
\$ 1,148.75	STEFANIE CARTER	LEGAL SERVICES MAY
\$ 2,300.64	APRIL SHERIFF'S OVERTIME	WASH CO TREASURER
\$ 3,449.39	TOTAL	

PARK FUND

AMOUNT	TO WHOM	DESCRIPTION
	NONE TO SUBMIT	
	TOTAL	

BUILDING FUND

AMOUNT	TO WHOM	DESCRIPTION
	NONE TO SUBMIT	
	TOTAL	

7:53 AM
06/13/13

SUPERIOR TOWNSHIP UTILITY DEPARTMENT
INVOICE APPROVAL REPORT
AS OF JUNE 17, 2013

<u>TYPE</u>	<u>DATE</u>	<u>NUM</u>	<u>MEMO</u>	<u>DUE DATE</u>	<u>OPEN BALANCE</u>
DUKE'S ROOT CONTROL, INC. BILL	5/22/13	9154	ROOT CONTROL SERVICE	6/18/13	6,261.09
TOTAL DUKE'S ROOT CONTROL, INC.					<u>6,261.09</u>
TOTAL					<u>6,261.09</u>

FYI



Public Hearing Notice

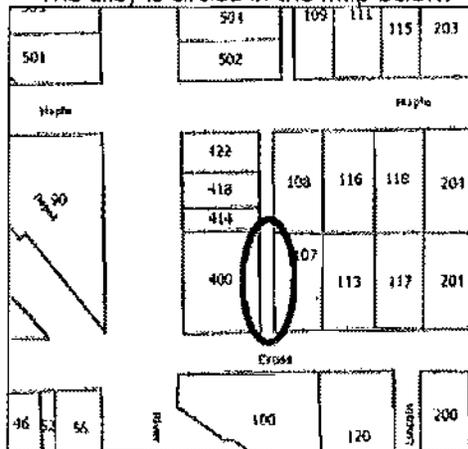
**City of Ypsilanti Planning Commission
Wednesday, 26 June 2013, 7:30 p.m.
Council Chambers, City Hall**

The City of Ypsilanti Planning Commission will hold a public hearing on Wednesday, 26 June 2013, at 7:30 p.m. in the Council Chambers of the City Hall, One South Huron Street, Ypsilanti, Michigan 48197. The purpose of the hearing will be to receive public comments on the following:

Alley Vacation Petition: Westernmost North-South Alley between Maple, Prospect, East Cross, and North River

A petition has been filed to vacate a portion of the westernmost north-south alley connecting Maple and West Cross Streets, parallel to and east of North River. The Planning Commission will take comments on this petition and provide a recommendation to the City Council.

The alley is circled in the map below.



The City invites all citizens to attend this meeting or to send written comments to the City of Ypsilanti, Community & Economic Development Department, One South Huron Street, Ypsilanti, Michigan 48197. For further information, please call 734-483-9646 or email wesslerb@cityofypsilanti.com. For a full calendar of City events, please go to our website at cityofypsilanti.com/calendar.

The City of Ypsilanti will provide necessary auxiliary aids and services, such as signers for people with hearing disabilities or audio tapes of printed materials for people with vision disabilities, upon two days' notice to the City of Ypsilanti. Those requiring these aids or services should contact the City of Ypsilanti at:

City Clerk's Office
One South Huron Street
Ypsilanti, Michigan 48197
(734) 483-1100

Frances McMullan
City Clerk

LANDLORDS, PLEASE POST THIS INFORMATION FOR YOUR TENANTS.



FYI

June 3, 2013

David Phillips, Clerk
Township of Superior
3040 N. Prospect
Ypsilanti, MI 48198

Dear Mr. Phillips:

As part of Comcast's commitment to keep you informed about important developments that affect our customers in your community, I am writing to notify you of some channel and price changes. Customers are being notified of these changes via a bill messages.

Effective on or about July 24, 2013, Fox Soccer/Fox Soccer HD (chls. 727, 991/1635) will move from the Digital Preferred service and Sports Entertainment Package to the Digital Starter service.

Also, effective August 1, 2013, as a result of changes in business costs, the Service Vehicle Trip Charge rate will change from \$30.00 to \$39.95; the Upgrade/Downgrade of Service (In-home visit required) installation rate will change from \$30.00 to \$39.95; and the Late Fee charge will change from \$8.00 to \$9.50. Prices do not include applicable taxes and fees.

As always, feel free to contact me directly at 734-254-1888 with any questions you may have.

Sincerely,

A handwritten signature in cursive script that reads "Frederick G. Eaton".

Frederick G. Eaton
Senior Manager, Government Affairs
Comcast, Heartland Region
41112 Concept Drive
Plymouth, MI 48170



STATE OF MICHIGAN
BEFORE THE MICHIGAN PUBLIC SERVICE COMMISSION

NOTICE OF HEARING
DTE ELECTRIC COMPANY

CASE NO. U-17251

- DTE Electric Company, f/k/a The Detroit Edison Company requests Michigan Public Service Commission approval to amend its Standard Contract Rider No. 3 Parallel Operation and Standby Service.
- The information below describes how a person may participate in this case.
- You may call or write DTE Electric Company, One Energy Plaza, Detroit, Michigan 48226, (800) 477-4747, for a free copy of its application. Any person may review the application at the offices of DTE Electric Company.
- A public hearing in this matter will be held:

DATE/TIME: June 10, 2013, at 9:00 a.m.

This will be a prehearing conference to determine future hearing dates and other procedural matters.

BEFORE: Administrative Law Judge Sharon L. Feldman

LOCATION: Constitution Hall
525 West Allegan
Lansing, Michigan

PARTICIPATION: Any interested person may attend and participate. The hearing site is accessible, including handicapped parking. Persons needing any accommodation to participate should contact the Commission's Executive Secretary at (517) 241-6160 in advance to request mobility, visual, hearing or other assistance.

The Michigan Public Service Commission (Commission) will hold a public hearing to consider DTE Electric Company's (DTE Electric) April 19, 2013 application to amend its Standard Contract Rider No. 3 Parallel Operation and Standby Service as described in its application. DTE Electric is seeking to amend its Rider No. 3 to add a new provision to address the Station Power Standby service needs of generation stations that are located within its retail service territory and directly interconnected to ITC Transmission.

All documents filed in this case shall be submitted electronically through the Commission's E-Dockets website at: michigan.gov/mpscedockets. Requirements and instructions for filing can be found in the User Manual on the E-Dockets help page. Documents may also be submitted, in Word or PDF format, as an attachment to an email sent to mpscedockets@michigan.gov. If you require assistance prior to e-filing, contact Commission staff at (517) 241-6180 or by email at mpscedockets@michigan.gov.