

**SUPERIOR CHARTER TOWNSHIP BOARD
REGULAR MEETING
MARCH 17, 2014
ADOPTED MINUTES
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1. CALL TO ORDER

The regular meeting of the Superior Charter Township Board was called to order by the Supervisor Kenneth Schwartz at 7:30 p.m. on March 17, 2014, at the Superior Township Hall, 3040 North Prospect, Ypsilanti, Michigan.

2. PLEDGE OF ALLEGIANCE

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

3. ROLL CALL

The members present were Ken Schwartz, David Phillips, Nancy Caviston, Rodrick Green, Lisa Lewis and Alex Williams. Treasurer McKinney was absent.

4. ADOPTION OF AGENDA

It was moved by Green seconded by Caviston, to adopt the agenda with the addition of Resolution 2014-15, Participate in MABAS to item b. under New Business.

The motion carried by unanimous voice vote.

5. APPROVAL OF MINUTES

A. REGULAR MEETING OF FEBRUARY 18, 2014

It was moved by Caviston, seconded by Green, to approve the minutes of the regular Board meeting of February 18, 2014, as presented.

The motion carried by a unanimous voice vote.

6. CITIZEN PARTICIPATION

There was none.

7. REPORTS

A. SUPERVISOR REPORT

Supervisor Ken Schwartz reported on the following: Rock has applied to the Ann Arbor Greenbelt and the County Natural Areas Preservation Program for the sale of the development rights on the 349 acres they own. The MDEQ permit for the private waste water treatment plant

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has been put on hold. The audit of the Township Information Technology (IT) systems has been completed and it indicated the Township's IT systems were in good shape. It did include a few minor suggestions but indicated the Parhelion was doing a good job. The Township was notified that it was awarded \$500,000 for the Utility Dept.'s SAW grant. A 10% Township match is required. The Township's health care policy for employees expires on March 31, 2014. The Township recently changed benefit representatives and is in the process of reviewing and evaluating information on more than 13 plans. The Benefit Rep has recommended several plans. Supervisor Schwartz is confident that the Township can reduce the cost for the next year.

B. DEPARTMENT REPORTS: BUILDING DEPARTMENT, FIRE DEPARTMENT, ORDINANCE OFFICER REPORT, PARK COMMISSION MINUTES, SHERIFF'S REPORT, UTILITY DEPARTMENT REPORT

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

The motion carried by a unanimous voice vote.

C. FINANCIAL REPORTS ALL FUNDS EXCEPT UTILITY DEPARTMENT PERIOD ENDING DECEMBER 31, 2013, PRE-AUDIT

It was moved by Caviston, seconded by Green, for the Board to accept the Financial Reports for all Funds Except the Utility Department Financials for the Period Ending December 31, 2013, Pre-Audit.

The motion carried by a unanimous voice vote.

8. COMMUNICATIONS

There were none.

9. UNFINISHED BUSINESS

A. RESOLUTION 2014-09, LEGAL DEFENSE, ZONING MILLAGE RENEWAL

On February 18, 2014, the Board postponed action on Resolution 2014-09. Supervisor Schwartz explained that the Master Plan and Zoning Legal Defense Fund will have a balance at the end of this year of about \$200,000 and that with the full 0.25 mill levy in 2015, the fund would increase to about \$300,000. He indicated that at the present time, the Rock Riverine issue is the only potential cost for this fund and it appears as if the issue may be headed for a resolution that will not result in significant costs to the Township. He recommended that the millage renewal not be placed on the August 5, 2014 primary election and that in place of this millage he would rather see additional funds be raised to improve the local roads in the Township.

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It was moved by Phillips, seconded by Caviston, for the Board to not take any action to place the millage renewal for the Master Plan and zoning legal fund on the August 5, 2014 primary election ballot.

The motion carried by a unanimous voice vote.

10. NEW BUSINESS

A. RESOLUTION 2014-12, AMEND UTILITY DEPARTMENT FEES

Utility Director Keith Lockie was present and provided the Board with a memo to explain the proposed changes to the Utility Department Fee Schedule, which included changes to fees for the replacement and new installation of meters and MXU units, fees when overtime is needed for emergency call-outs and fees for missed appointments.

The following Resolution was moved by Williams, seconded by Lewis:

SUPERIOR CHARTER TOWNSHIP

WASHTENAW COUNTY, MICHIGAN

RESOLUTION 2014-12

MARCH 17, 2014

RESOLUTION TO AMEND SUPERIOR CHARTER TOWNSHIP UTILITY DEPARTMENT FEES

575 EAST CLARK ROAD, YPSILANTI, MI 48198, 734-480-5500

RESOLUTION ADOPTED FEBRUARY 27, 1996 AND AS AMENDED THROUGH MARCH 17, 2014.

SCHEDULE OF RATES, FEES AND CHARGES RELATED TO SEWER AND WATER SERVICES PROVIDED BY THE TOWNSHIP'S UTILITY DEPARTMENT.

1. Service Rates:

- A. Water and sewer rates for Township customers served from the YCUA system.

Effective for Water Services Used Beginning November 1, 2013

Water \$4.49 per 100 cubic feet

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Minimum quarterly billing \$44.90 (1000 cubic feet)

Effective for Wastewater Services Used Beginning November 1, 2013

Sewer \$3.216 per 100 cubic feet

Minimum quarterly billing \$32.16 (1000 cubic feet)

NOTE: All sewer rates and surcharges are based on water usage, except to the extent of water metered through a separate "Water-only" meter.

2. Service Rates:

B. Water and sewer rates for Township customers served from the Ann Arbor Charter Township system.

Effective August 1, 2013

Water \$7.35 per 100 cubic feet

Minimum quarterly billing \$73.50 (1000 cubic feet)

Effective August 1, 2013

Sewer \$6.99 per 100 cubic feet

Minimum quarterly billing \$69.90 (1000 cubic feet)

NOTE: All sewer rates and surcharges are based on water usage, except to the extent of water metered through a separate "Water-only" meter.

3. Replacement Meter/MXU Charges

Replace meters and/or MXUs at owner's request or because of negligence or intentional damage:

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¾" Meter	\$ 175.00
1" Meter	\$ 215.00
1 ½" & Larger Meter	Township Cost + 10%
MXU	\$175.00

Meters and MXUs as listed above plus labor.

4. Trunk and Transmission Fees

The owner of all premises connecting to the system shall pay in cash or cash equivalent the amount of Five Thousand Five Hundred Dollars (\$5,500.00) for connecting to the sewage system and Five Thousand Dollars (\$5,000.00) for connecting to the water system for each family dwelling unit equivalent. The following are examples of family dwelling units and are inclusive in that term, but are not exclusive in that they are the only items comprising the term "family dwelling unit":

- (a) Any single unit in the form of a building consisting of a dwelling for a single family.
- (b) Each living unit (commonly called apartment) in a building having multiple units.
- (c) Each lot in a mobile home park, and should two mobile homes be parked or connected to the same lot, each mobile home for that lot shall be subject to the trunk and transmission charge specified above. This does not apply to doublewide mobile homes used as one living unit.
- (d) Any other unit comprising a family dwelling space shall be considered a family dwelling unit.

All other miscellaneous building, including industrial and commercial building and any structures, publicly or privately owned, not specifically otherwise classified herewith shall be charged at the base unit rate of Five Thousand Five Hundred Dollars (\$5,500.00) for connecting to the sewage system and Five Thousand Dollars (\$5,000.00) for connecting to the water system plus the Unit Use Factor.

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Landscaping irrigation systems serving residential platted subdivisions, condominium developments, site condominium developments, mixed use residential developments, commercial developments, and industrial developments shall be charged a Trunk and Transmission fee at the current Township rates based on 3 REU per acre of land to be irrigated.

TYPE OF USE	UNIT USE FACTORS
Single Family Residential	Base unit rate
Auto Dealers	1.00 unit + 0.20 unit per thousand square feet.
Auxiliary dining room (open not than 20 hours per week)	2.00 unit per thousand square feet
Bar - See Restaurant	
Barber Shops	1.00 unit + 0.10 unit per chair
Beauty Shops	1.00 unit + 0.50 unit per booth
Boarding House	0.20 unit per bed
Boarding Schools	0.20 unit per bed
Bowling Alleys	1.50 unit per thousand square feet of general building area plus restaurant, bar, etc. at their respective unit factors
Car Wash do-it-yourself (coin operated, 10 gal of less per car)	1.00 unit per stall
Car Wash mechanical (without conveyor over 10 gals per car)	10.00 unit per stall
Car Wash conventional (with conveyor)	10.00 unit per twenty feet of conveyor

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Churches	0.40 unit thousand square feet
Cleaners	1.00 unit per thousand square feet plus 1.50 unit per press
Convalescent Homes or Assisted Living complexes	1.00 unit + 0.50 unit per bed
Convents	0.20 unit per bed
Country Clubs	1.50 unit per thousand square feet of general building area plus restaurant, bar, swimming pool areas, etc. at their respective unit factors
Drug Stores	1.00 unit per thousand square feet
Factories (exclusive of industrial waste) (industrial waste will be assigned such sanitary use factor units as shall be appropriate in each individual instance, upon petition to the Township for such assignment)	0.75 unit per thousand square feet
Fraternal Organizations	0.50 unit per thousand square feet of general building area plus restaurant, bar, swimming pool area, etc. at their respective unit factor.
Grocery Stores - Supermarkets	0.80 unit per thousand square feet
Hospitals	1.00 unit + 0.50 unit per bed
Hotels and Motels	1.00 unit + 0.25 unit per bedroom plus restaurant, bar, swimming pool areas, etc. at their respective unit factors
Laundry	0.50 unit per washer
Mobile Home Parks	Base unit rate per mobile space occupied or unoccupied

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Multiple Family Residences	1.00 unit per unit
Office building	0.75 unit per thousand square feet
Public Institutes other than hospitals	0.75 unit per thousand square feet
Research Facility	0.75 unit per thousand square feet (Industrial wastes will be assigned such sanitary use factor units as shall be appropriate in each individual instance, upon petition to the Township for such assignment.
Restaurants or Bars (dinner and/or drinks)	4.00 unit per thousand square feet
Schools	
a. Elementary (Kindergarten – 6 th Grade)	.012 per student
b. Junior or Middle High (7 th and 8 th Grade)	.020 per student
c. Senior High (9 th – 12 th Grade)	.038 per student
d. Bus Maintenance Facility	.165 per 1,000 square feet
Service Station	1.00 unit + 0.15 unit per pump
Snack Bars, Drive-ins, etc.	4.00 unit per thousand square feet
Stores (other than specifically listed)	0.35 unit per thousand square feet
Swimming pool (net area of pool- see Country clubs)	2.00 unit per thousand square feet
Theaters	1.00 unit + 0.01 unit per seat
Theaters - Drive In	1.00 unit + 0.20 unit per car

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Warehouses

0.15 unit per thousand square feet

The fee per unit means one (1) unit factor times the base unit rate, other than single family residential. If only water is connected, the unit factor is one (1) times the unit factor for water systems charge. If only sewer is connected, the unit factor is one (1) times the unit factor for sewage systems charge.

In the case of a single family dwelling or any other single building, the trunk and transmission fees shall be paid prior to the application for a building permit.

An additional Trunk and Transmission fee will be collected when a commercial site requests a building addition permit, based on size and use.

5. **Availability Fee**

- (a) Upon application for connection to such water lines by an adjoining property owner, in addition to all other charges, said property owner shall pay an availability charge of \$45.00 per front foot of the property.
- (b) Upon application for connection to such sewer lines by an adjoining property owner, in addition to all other charges, said property owner shall pay an availability charge of \$50.00 per front foot.
- (c) At the residential property owner's option, these fees may be financed over a period of ten years, plus 6% interest on the unpaid balance. Payments are scheduled on an annual basis. Failure to pay will result in the payment amount being transferred to the Township property tax rolls for collection.
- (d) When the full cost of the system is paid by a developer or subdivider, the availability fees are not applicable.

6. **Tap Fees**

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If a builder/developer installs the lateral lines and makes the taps, he shall pay a \$50.00 inspection fee for each water tap and a \$50.00 inspection fee for each sewer tap, in lieu of tap fees.

The tap fee is varied according to the size of the tap. Fees shown in the table that follows are "Minimal Fees". If unusual circumstances or conditions (e.g. crossing a road) are present, the property owner shall be billed for 120% of the additional charges made by the contractor to the Township, but no less than the minimal rates.

Minimal Tap Fees

Water Meter Size

1"	\$3,000.00
1 ½"	\$4,500.00
2"	\$5,000.00

Sewer Size

4"	\$2,500.00
6"	\$3,000.00

The above minimum fees are payable upon application for a utilities connection permit. Additional charges that occur because of "unusual conditions or circumstances" will be billed to the property owner by the Township Utility Department when they receive the contractor's bill, a copy of which shall be made available to the property owner. The additional charges are due and payable to the Township from the property owner upon receipt of the bill.

An additional fee of \$1,000.00 shall be added if the tap is done after the frost is in the ground (approximately November 15th – March 15th) **7. Inspection/Connection Charges**

All premises connecting to the water and/or sewer facilities of the System will be charged the inspection/connection fee of:

Water	\$50.00
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Sewer \$50.00

8. Special Connection Fees

All properties within the Township that receive water and sewer service pursuant to the Township’s contract with Ann Arbor Charter Township shall pay the following Ann Arbor Township Group 1 rate special connection fees in addition to the Township’s regular inspection/connection fee (these fees are pass-through fees):

<u>Service Line Size</u>	<u>Sewer Fee</u>	<u>Water Fee</u>
1"	\$ 2,846.16	\$ 3,229.52
1-1/2"	\$ 6,216.61	\$ 7,078.92
2"	\$10,934.63	\$12,468.07

9. New Meter/MXU Charges

The charges for the use of meters shall be as follows (all charges include the use of an MXU):

¾" House Meter	\$350.00
¾" Irrigation Meter	\$250.00
1" House Meter	\$390.00
1" Irrigation Meter	\$275.00
½ 1 ½" & Larger	Township Cost +10%

An installation charge shall be based on time and labor.

It is permissible in the case of larger meters for the plumbing contractor to furnish and install large meters, paying only the inspection fees. These meters must be of a brand and type approved by the Township Utility Department. The Utility Department Maintenance Supervisor shall inspect and seal the meter at or prior to the time of issuance of an occupancy certificate by the Building Inspector.

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10. **Special Rates/Fees**

For miscellaneous services, the following rates are established:

Outside Services

For major properties (not homes), for equipment and services provided that are determined as not the responsibility of the Township Utility Department, the charges are as follows:

Service Truck	\$10.00 per hour or any part thereof.
Sewer Jet and Vactor	\$110.00 per hour or any part thereof.
Backhoe	\$50.00 per hour or any part thereof.
Dump Truck	\$30.00 per hour or any part thereof.
Manpower	The average cost to the Township per man.

Callout (Other than regular business hours)

For non-major properties, for all services requested that are determined as not the responsibility of the Township Utility Department, the charge shall be the average overtime cost to the Township per man (3 hour minimum).

Hydrant Use

Set and remove meter \$35.00 plus water fee at current rate (minimum \$10.00).

Return Check Fee

\$25.00 per returned check.

Water Usage Charges During Building Construction Periods

A water construction charge consists of a minimum charge of (\$35.00) multiplied by the number of units for said use listed under "Equivalent Unit Factors".

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Residential Water Meter Test Fee:

At a homeowner/resident's request, a residential water meter can be removed and sent for testing in order to validate its accuracy. A \$60.00 fee to remove and then reinstall the water meter, as well as the fee the Township is charged for the meter test, will be billed to the homeowner/resident. Please note that the cost to test the meter will need to be obtained at the time it is requested.

If the meter test results show that the meter accuracy falls outside of the AWWA Standards, the \$60.00 remove/reinstall fee and the meter test fee will be waived.

Missed Appointment Fee:

If a customer (residential or commercial) misses an appointment at their location, set-up either at their request or ours, a fee of \$60.00 will be paid to the Utility Department.

Water Turn-On Fees

If the water is shut-off at a business or residence due to either nonpayment of the water/sewer bill or noncompliance with the Utilities Ordinance, a fee of \$60.00 will be paid to the Utility Department, prior to the water being turned back on.

A homeowner can request that the water be shut-off at their residence for any reason. This service will be performed during normal business hours at no charge to the homeowner once per calendar year.

If this service is requested to be done during normal business hours, but more than once per calendar year, a \$60.00 fee, per occurrence (beginning with the second occurrence), will be charged.

If this service is requested to be done during hours that are not normal business hours, the callout fees (3 hour minimum) listed under the "Callout" section will be charged to the homeowner.

Tenant Security Deposit and Administrative Fee

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In the event that a tenant is to be responsible for the payment of water and sewer charges as specified in the Superior Charter Township Utilities Ordinance, the required security deposit and administrative fee will be paid to the Superior Township Utility Department as follows:

Residential Accounts – The security deposit required for a residential account is \$1,000.00.

Commercial Accounts – The security deposit required for a commercial account will be one and one half times the average monthly water bill (based on the previous twelve months usage) of either that facility or of a like facility, at the Township's discretion.

The administrative fee for both commercial and residential accounts will be based on 15% of the deposit (minimum \$75.00).

Fire Hydrant Winterization Fee

The charge for Utility Department personnel to winterize fire hydrants on private property is \$15.00 per fire hydrant.

WATER AND SEWER MAINTENANCE

The Superior Charter Township Utility Department will maintain the water and sewer trunk lines.

The Superior Charter Township Utility Department will charge for repairs to the curb stop or service line if the owner or agent of the owner (plumber, etc.,) has turned the curb stop or attempted to turn the stop and has caused a break in the line or the curb stop.

The owner is responsible for all plumbing within the house and the repair of the same. Whenever it becomes necessary to replace the meter and, if in the opinion of the Superior Township Utility Department, the meter cannot be changed without damaging the plumbing, the owner shall replace the deteriorated plumbing.

The owner is responsible for maintaining meter pits, covers to meter pits, meters, and all plumbing within the meter pit, on private property.

The owner is responsible for any damage to the meter, the remote register, or the wiring as a result of vandalism, frost, hot water, theft, or damage in any way except by natural wear.

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No person, except an employee of the Superior Township Utility Department shall remove, repair, or in any way tamper with a meter.

The Superior Township Utility Department will perform no work between the property line and the house.

If a problem with the sanitary sewer is found to be inside the lead line, all costs associated with repairing the sewer will be paid by the owner.

The owner will sign a repair authorization form before any work is done at or beyond the curb stop.

Ayes: Caviston, Green, Lewis, Williams, Schwartz, Phillips

Nays: None

Absent: McKinney

The motion carried

B. RESOLUTION 2014-15, FIRE DEPARTMENT MABAS AGREEMENT

Fire Chief Brian Thurston was present and provided information about MABAS to the Board. He recommended that the Township become a member of MABAS. MABAS is an organizational structure that covers the entire State of Michigan and provides for the sharing of services and equipment during times of major catastrophic events.

The following Resolution moved by Phillips, seconded by Caviston, subject to the Township Attorney reviewing and approving the MABAS Agreement prior to Superior Township's signature:

**SUPERIOR CHARTER TOWNSHIP
WASHTENAW COUNTY, MICHIGAN**

**A RESOLUTION FOR APPROVAL OF THE SUPERIOR TOWNSHIP FIRE
DEPARTMENT TO PARTICIPATE IN THE WASHTENAW COUNTY MUTUAL AID
BOX ALARM SYSTEM DIVISION**

RESOLUTION NUMBER: 2014-15

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DATE: MARCH 17, 2014

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

WHEREAS, Fire Services can further be improved by cooperation between political subdivisions during times of public emergency, conflagration or disaster (“Incidents”); and

WHEREAS, the Michigan Constitution of 1963, Article 7, § 28, and the Urban Cooperation Act of 1967, Act No. 7 of the Public Acts of 1967, Ex. Sess., being MCL 124.501 et seq. (the “Act”), permit a political subdivision to exercise jointly with any other political subdivision any power, privilege or authority which such political subdivisions share in common and which each might exercise separately; and

WHEREAS, Superior Charter Township desires to enter into an inter-local agreement, pursuant to the Act, to further improve Fire Services; and

WHEREAS, the Mutual Aid Box Alarm System (MABAS), is a mechanism that may be used for deploying personnel and equipment in a multi-jurisdictional or multi-agency emergency mutual aid response; and

WHEREAS, as a result of entering into an inter-local agreement to further improve Fire Services, the Parties are creating the Washtenaw County MABAS Division; and

WHEREAS, Superior Charter Township has the authority to execute this Agreement pursuant to resolution of its governing body; and

WHEREAS, Superior Charter Township desires to commit personnel and equipment to another Party if deemed reasonable upon the request of another Party; and

NOW, THEREFORE BE IT RESOLVED: Superior Charter Township finds it is the best interest of its citizens from a safety and fiscal standpoint to enter into the Inter-local Agreement creating the Washtenaw County MABAS Division and agrees to appoint one member to the MABAS Executive Board.

Ayes: Phillips, Caviston, Green, Lewis, Williams, Schwartz

Nays: None

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Absent: McKinney

The motion carried

C. RESOLUTION 2014-11, GIRLS ON THE RUN OF SE MICHIGAN 5K

Clerk Phillips explained that the proposed run occurs on a small portion of Clark Road located in Superior Township and the organization needs the Board to approve the resolution and forward it to the Road Commission. This will be the third year they have conducted the run. The resolution requires the organization to provide a certificate of insurance with the Township as a co-insured.

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

**SUPERIOR CHARTER TOWNSHIP
WASHTENAW COUNTY, MICHIGAN
RESOLUTION 2014-11
MARCH 17, 2014**

**A RESOLUTION DESIGNATING THE OFFICIAL FOR THE
GIRLS ON THE RUN OF SOUTHEAST MICHIGAN'S 5K RACE**

Resolution authorizing the temporary road closure of a section of Huron River Drive between Hewitt and Oakwood Drive located in the Charter Township of Superior on Sunday, May 18, 2014 from 8:30 a.m. until 11:30 a.m. for the Girls on the Run of Southeast Michigan 5K race.

WHEREAS, the Township of Superior has approved the temporary closure of a section of Huron River Drive located within the Township; and,

WHEREAS, the Driveway's Banners and Parades Act 200 of 1969 requires the Township to authorize an official designated by resolution to make such request from the Road Commission; and,

WHEREAS, the Girls on the Run of Southeast Michigan have agreed to provide adequate liability insurance coverage for the event, naming the Township as an additional insured, at no cost to the Township; and,

WHEREAS, the Girls on the Run of Southeast Michigan have agreed to provide adequate additional public safety coverage for the event by local police and fire departments, at no cost to the Township.

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NOW THEREFORE, BE IT RESOLVED that the Township of Superior Board of Trustees approves of the event if the above conditions are met; and, designates and agrees that Kelly Kozloff of Girls on the Run of Southeast Michigan be the authorized officials designated in this instance, when application is made to the Washtenaw County Road Commission for this temporary road closure.

Ayes: Schwartz, Phillips, Caviston, Green, Lewis, Williams, Schwartz

Nays: None

Absent: McKinney

The motion carried. The resolution was adopted.

D. RESOLUTION 2014-13, AUTHORIZING BUILDING OFFICIALS TO APPOINT INSPECTORS

Clerk Phillips explained that the Township Building Department has building inspections completed by contract inspectors or inspectors from other communities. The Township insurance agent advised that in order to ensure the inspectors are covered by the Township's errors and omissions policy and general liability policy, the inspectors need to be appointed by the Board. The Township Attorney worked with the insurance agent to reach an agreement whereby the Township Board would authorize the Building Official to appoint inspectors to complete inspections on behalf of the Township. He ensured the Township Attorney that under this process, the inspectors would be covered by the required insurance. The Township Attorney assisted with and approved the following Resolution.

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

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

**RESOLUTION AUTHORIZING THE BUILDING OFFICIAL TO APPOINT
INSPECTORS ON BEHALF OF THE TOWNSHIP**

Resolution Number: 2014-13

Date: March 17, 2014

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WHEREAS, Superior Charter Township is the enforcing agency for the State Construction Code pursuant to Ordinance #123 as adopted by the Superior Charter Township Board on January 4, 1994; and

WHEREAS, Superior Township employs a Building Official who is responsible for enforcing the State Construction Code by completing building, electrical, plumbing and mechanical inspections; and

WHEREAS, the Superior Township Building Official sometimes uses employees of other communities or contract employees to complete the required inspections; and

WHEREAS, Superior Township's Insurance Agent has indicated that to ensure that employees from other communities and contract employees used by Superior Township are properly covered by Superior Township's insurance policy they should be appointed to the position by the Township; and

NOW THEREFORE, BE IT RESOLVED that Charter Township of Superior Building Official, who is currently Richard Mayernik, is authorized to appoint individuals to act as building, electrical, plumbing and mechanical inspectors on behalf of the Township at his discretion, upon certification of appropriate accreditation.

Ayes: Phillips, Caviston, Green, Lewis, Williams, Schwartz, Phillips

Nays: None

Absent: McKinney

The motion carried.

E. RESOLUTION 2014-14, PURCHASE OF TOWNSHIP EMPLOYEE HEALTH INSURANCE

Supervisor Schwartz explained that Township officials and staff have been working with a new insurance benefit representative on renewing the Township employee health insurance coverage, which expires on March 31, 2014. They have provide quotes on more than 13 insurance plans. The plans have varying deductibles, co-payments, out-of-pocket payments; HSA contributions and costs to the Township and the employees. The Fire Fighters contract contains language that indicates they are entitled to comparable coverage. Do to the complexity of the plans, the need to negotiate with the Fire Fighters and the short deadline, Supervisor Schwartz recommended that the Board approve the following resolution, which authorizes the Township Administrative staff to decide which plan to purchase and to purchase the plan. Supervisor Schwartz indicated that rates are favorable and he is confident that the Township's cost will be less than last year.

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

**SUPERIOR CHARTER TOWNSHIP
WASHTENAW COUNTY, MICHIGAN**

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

RESOLUTION NUMBER: 2014-14

DATE: MARCH 17, 2014

WHEREAS, as a benefit of employment, the Charter Township of Superior provides medical plan benefits to all full-time Township employees; and

WHEREAS, the cost for the Township to provide the same medical plan benefits to employees increased in 2011 by 15%, 12.9% in 2012 and is estimated have increased slightly in 2013; and

WHEREAS, the Township's current medical insurance plan expires on March 31, 2014; and

WHEREAS, Township officials and staff have been receiving and reviewing quotes for various medical insurance plans including Health Maintenance Organizations (HMO), Preferred Provider Organization (PPO), High Deductible Health Savings Accounts (HD HSA) and High Deductible Health Reimbursement Account (HD HRA); and

WHEREAS, Section A-IV of the Contract Agreement between Superior Township and Superior Township Fire Fighters Local 3292 of the International Association of Fire Fighters (IAFF) dated March 18, 2013 indicates, "The Township may select or change the insurance carrier at its discretion upon prior notification to the Union, provided there is no lapse in coverage and that equivalent benefit levels are maintained and the Township shall be entitled to receive any dividends or rebates earned without condition or limit; and

WHEREAS, Superior Township officials and staff are still in the process of reviewing and evaluating the various health insurance plans and have not been able to provide the proper notification to the Union of any potential carrier change, and

NOW, THEREFORE BE IT RESOLVED, that in order to complete the purchase of a new health insurance plan prior to the March 31, 2014 expiration date, the Superior Township Board of Trustees authorizes the Superior Township Administrative staff (Supervisor, Clerk and

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Treasurer) to review, evaluation and purchase a health insurance policy for Township employees for a period not to extend beyond March 31, 2015; and

NOW, THEREFORE BE IT FUTHER RESOLVED, that the Superior Township Administrative staff will provide a report to the Board of Trustees at the April 21, 2014 meeting, which details the purchase of the health insurance plan.

Ayes: Green, Lewis, Williams, Schwartz, Phillips, Caviston

Nays: None

Absent: McKinney

The motion carried.

F. BUDGET AMENDMENTS

Utility Director Keith Lockie was present and reviewed the budget amendments with the Board. The Board complimented him on his performance as Director. He has been able to reduce spending in several areas and the department is functioning well.

It was moved by Caviston, seconded by Lewis to approve the following Budget Amendments:

To: **Superior Township Board of Trustees**

From: **Keith Lockie**

Date: **March 17, 2014**

Re: **2014 Budget Amendment**

Acct. #	Account Name	Increase	Decrease	Approved	REQUESTED	Explanation
O&M:						
405	Sewer Sales	104,333		943,091	\$1,047,424	Actual Increase + 10.1% Future YCUA Increase
410	Meter Sales		2,400	8,400	\$6,000	# of UC Permits Lowered
421	Fees		780	2,730	\$1,950	# of UC Permits Lowered
441	Interest on Bank Accts.	1,968		0	\$1,968	Funds Moved to Interest Bearing Accounts
450	Interest on Loans to Developers	1,732		0	\$1,732	Autumn Woods Availability Fee Interest Owing
	Total Revenue	\$108,033	\$3,180			
560	Sewer Purchased	34,407		803,532	\$837,939	Act. Increase + Anticipated New Contract Increase

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601	Salaries		96,917	443,582	\$346,665	Employee Reduction
602	Overtime Premium	135		3,409	\$3,544	Employee Reduction
603	Longevity/Taxable Benefits		3,369	22,504	\$19,135	Employee Reduction
605	FICA/Medicare		7,661	35,916	\$28,255	Employee Reduction
607	Employee Insurance		21,796	108,168	\$86,372	Employee Reduction
609	Pension		11,741	45,565	\$33,824	Employee Reduction
610	MERS Health Savings		1,680	14,280	\$12,600	Employee Reduction
	Total Expenses	\$34,542	\$143,164			
	Total Rev. & Exp.	\$73,491	(\$139,984)	\$213,475		
856	Transfers to Cap. Res.	213,475		8,474	\$221,949	Increased Transfer to Capital Reserves
Acct. #	Account Name	Increase	Decrease	Approved	REQUESTED	Explanation
Capital Reserves:						
416	T&T Income		\$42,000	\$147,000	\$105,000	# of UC Permits Lowered
441	Interest on Bank Accts.	2,232		\$0	\$2,232	Funds Moved to Interest Bearing Accounts
	Total Revenue	\$2,232	\$42,000			
809	Transfers from O&M	213,475		8,474	\$221,949	Increased Transfer from O&M
	Total Rev. & Exp.	\$215,707	\$42,000	\$173,707		
Debt Service:						
441	Interest on Bank Accts.	\$2,016	\$0	\$0	\$2,016	Funds Moved to Interest Bearing Accounts
	Total Revenue	\$2,016	\$0			
	Total Rev. & Exp.	\$2,016	\$0	\$2,016		
System Repair Reserve:						
441	Interest on Bank Accts.	\$1,236		\$0	\$1,236	Funds Moved to Interest Bearing Accounts
	Total Revenue	\$1,236	\$0			
	Total Rev. & Exp.	\$1,236	\$0	\$1,236		

The motion carried by a unanimous voice vote.

11. PAYMENT OF BILLS

No bills for payment were submitted. It was moved by Caviston, seconded by Lewis, that the Record of Disbursements be received.

The motion carried by a unanimous voice vote.

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12. PLEAS AND PETITION

Supervisor Schwartz provide an overview of the recent Board of Review (BOR) meetings. He said the BOR heard 31 requests, two of which were hardship requests. This is much less the recent past years.

13. ADJOURNMENT

It was moved by Caviston, seconded by Green, that the meeting be adjourned. The motion carried by a voice vote and the meeting adjourned at 8:25 p.m.

Respectfully submitted,

David Phillips, Clerk

Kenneth Schwartz, Supervisor