

**SUPERIOR CHARTER TOWNSHIP BOARD
SPECIAL MEETING
APRIL 3, 2014
ADOPTED MINUTES
PAGE 1**

1. CALL TO ORDER

The special meeting of the Superior Charter Township Board was called to order by the Supervisor at 4:00 p.m. on April 3, 2014, at the Superior Township Hall, 3040 North Prospect, Ypsilanti, Michigan.

2. PLEDGE OF ALLEGIANCE

The Supervisor 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.

4. ADOPTION OF AGENDA

Supervisor Schwartz requested that sections of the agenda that did not business to discuss be deleted. It was moved by Caviston, seconded by Lewis, to adopt the agenda with the following sections deleted: section 5. Approval of Minutes; section 7. Reports; section 8. Communications; Section 9. Unfinished Business; section 11. Payment of Bills; and, section 12 Pleas and Petitions.

The motion carried by a voice vote.

5. APPROVAL OF MINUTES

Deleted

6. CITIZEN PARTICIPATION

There was none.

7. REPORTS

Deleted

8. UNFINISHED BUSINESS

Deleted.

**SUPERIOR CHARTER TOWNSHIP BOARD
SPECIAL MEETING
APRIL 3, 2014
ADOPTED MINUTES
PAGE 2**

9. NEW BUSINESS

A. TOWNSHIP EMPLOYEE EMPLOYMENT ISSUE

Susan Mumm addressed the Board about her employment with the Township. She provided the Board with a document titled, "ACTIONS I AM REQUESTING OF THE BOARD" in which she requested the Board reverse several disciplinary actions where she had been suspended without pay and that she be reimbursed for the loss of pay. She also requested the Board implement several procedural changes. She was accompanied by an attorney, John R. Runyon, who spoke on her behalf.

Board members did not have any questions or comments.

It was moved by McKinney, seconded by Lewis, that the Superior Township Board terminate the employment of at-will employee Susan Mumm immediately.

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

Nays: None

Absent: None

The motion carried

The Board recessed from 4:22 p.m. to 4:30 p.m.

B. RESOLUTION 2014-16, LAW ENFORCEMENT MILLAGE

Clerk Phillips explained that the Board had approved a similar resolution on February 18, 2014. However, the number of years for the levy was incorrect. It was indicated as three years but should have been four years. He explained that in previous Law Enforcement millage proposals, the Township requested the millage be assessed for three years. However, the Township has been having fewer elections and may not have an election in 2017. Having the millage expire in 2018 would enable the Township to place the proposal on either the 2018 August primary or November general election ballot and if it failed, they would have until November 2019 to schedule another election. Board members felt it was prudent to follow this schedule.

**SUPERIOR CHARTER TOWNSHIP BOARD
SPECIAL MEETING
APRIL 3, 2014
ADOPTED MINUTES
PAGE 3**

It was moved by Phillips, seconded by Green, for the Board to approve the following resolution:

**CHARTER TOWNSHIP OF SUPERIOR
WASHTENAW COUNTY, MICHIGAN
APRIL 3, 2014
RESOLUTION 2014-16**

**A RESOLUTION TO ADOPT BALLOT LANGUAGE
TO RENEW THE MILLAGE FOR LAW ENFORCEMENT**

WHEREAS, the Superior Charter Township Board wishes to provide additional revenue for law enforcement; and

WHEREAS, townships may provide law enforcement as authorized by Section 42.12 of the Act 359 of 1947 as amended (the Charter Township Act); and

WHEREAS, townships may impose and levy ad valorem property taxes to finance lawful public services, as authorized by the Michigan Constitution of 1963 and other laws; and

WHEREAS, the voters of Superior Charter Township previously approved a levy of 2.25 mills for law enforcement and said millage expires on December 31, 2014; and

WHEREAS, the Superior Charter Township Board wishes to renew the levy of 2.25 mills for law enforcement, and

WHEREAS, this Resolution repeals and replaces Resolution 2014-07, which the Board adopted on February 18, 2014, and

NOW, THEREFORE, BE IT RESOLVED, that the Township Board of Superior Charter Township, Washtenaw County, approves the following millage ballot question language and directs the Clerk to submit it to be placed on the August 5, 2014, election ballot:

SUPERIOR TOWNSHIP RENEWAL OF LAW ENFORCEMENT MILLAGE

Shall the previously voted increase in the tax limitation imposed under Article IX, Sec. 6 of the Michigan Constitution in the Charter Township of Superior of 2.25 mills (\$2.25 per \$1,000 of taxable value), which expires on December 31, 2014, be renewed at 2.25 mills (\$2.25 per \$1,000 of taxable value) and levied for 4 years, 2015 through 2018 inclusive, for the purpose of law enforcement, which increase will raise an estimated \$1,231,800 in the first year the millage is levied? A portion of the millage levied on

**SUPERIOR CHARTER TOWNSHIP BOARD
SPECIAL MEETING
APRIL 3, 2014
ADOPTED MINUTES
PAGE 4**

Hyundai's new construction only will be disbursed to the Local Development Finance Authority of the Charter Township of Superior.

Yes

No

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

Nays: None

Absent: None

The motion carried

C. RESOLUTION 2014-17, FIRE DEPARTMENT MILLAGE

Clerk Phillips explained that the Board had approved a similar resolution on February 18, 2014. However, the number of years for the levy was incorrect. It was indicated as three years but should have been four years. He explained that similar to the Law Enforcement millage, in previous years the Township requested the millage be assessed for three years. However, the Township has been having fewer elections and may not have an election in 2017. Having the millage expire in 2018 would enable the Township to place the proposal on either the August or November 2018 ballot and if it failed, they would have until November 2019 to schedule another election. Board members felt it was prudent to follow this schedule.

It was moved by Williams, seconded by Lewis, for the Board to approve the following resolution:

**CHARTER TOWNSHIP OF SUPERIOR
WASHTENAW COUNTY, MICHIGAN
APRIL 3, 2014
RESOLUTION 2014-17**

**RESOLUTION TO ADOPT MILLAGE BALLOT LANGUAGE
TO RENEW THE MILLAGE FOR FIRE PROTECTION**

WHEREAS, the Superior Charter Township Board wishes to provide additional revenue for fire protection and prevention; and

WHEREAS, townships may provide fire protection and prevention as authorized by

**SUPERIOR CHARTER TOWNSHIP BOARD
SPECIAL MEETING
APRIL 3, 2014
ADOPTED MINUTES
PAGE 5**

Section 42.13 of the Act 359 of 1947 as amended (the Charter Township Act); and

WHEREAS, townships may impose and levy ad valorem property taxes to finance lawful public services, as authorized by the Michigan Constitution of 1963 and other laws; and

WHEREAS, the voters of Superior Charter Township previously approved a levy of 3.0 mills for fire protection and prevention and said millage expires on December 31, 2014; and

WHEREAS, the Superior Charter Township Board wishes to renew the levy of 3.0 mills for fire protection and prevention, and

WHEREAS, this Resolution repeals and replaces Resolution 2014-08, which the Board adopted on February 18, 2014, and

NOW, THEREFORE, BE IT RESOLVED that the Township Board of Superior Charter Township, Washtenaw County, approves the following millage ballot question language and directs the Clerk to submit it to be placed on the August 5, 2014, election ballot:

SUPERIOR TOWNSHIP RENEWAL OF FIRE MILLAGE

Shall the previously voted increase in the tax limitation imposed under Article IX, Sec. 6 of the Michigan Constitution in the Charter Township of Superior of 3.0 mills (\$3.00 per \$1,000 of taxable value), which expires on December 31, 2014, be renewed at 3.0 mills (\$3.00 per \$1,000 of taxable value) and levied for 4 years, 2015 through 2018 inclusive, for the purpose of providing additional revenue for fire protection and prevention, which increase will raise an estimated \$1,642,401 in the first year the millage is levied? A portion of the millage levied on Hyundai's new construction only will be disbursed to the Local Development Finance Authority of the Charter Township of Superior.

Yes

No

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

Nays: None

Absent: None

The motion carried

**SUPERIOR CHARTER TOWNSHIP BOARD
SPECIAL MEETING
APRIL 3, 2014
ADOPTED MINUTES
PAGE 6**

D. RESOLUTION 2014-28, FIRE DEPARTMENT STATION NO. 1 ROOF REPAIR

Rick Mayernik, Building Official, explained to the Board that his on-going investigation and evaluation of the roof leaks at Fire Station No. 1 resulted in his recommending a new course of action. He reviewed the proposed repairs as outlined in an agreement with Kleinschmidt roofing. Resolution 2014-18 requested the Board approve the agreement with Kleinschmidt at a cost of \$8,175, plus an additional \$3,000 to cover additional repairs if needed. Clerk Phillips explained that the Board had previously approved an agreement with Roofing Technology Associates, LTD of Livonia (RTA) to inspect, design repairs and to supervise the repair work. He said that RTA had recommended costly repairs to the masonry work abutting the roof and to remove and replace a large section of roof. He said that subsequent testing and repair work obtained at no cost to the Township indicated that the recommendations made by RTA were suspect and probably not necessary. The repairs recommended by RTA along with the cost of RTA's services would probably have resulted in a cost of around \$100,000. He recommended that the Board approve the action recommended by Building Official Mayernik at cost not to exceed \$11,175 as outlined in Resolution 2014-18. It was requested that the Board approve Kleinschmidt as a single-source supplier for the roof repair because the Township experienced a similar problem with the Utility Department Maintenance Building and Kleinschmidt was successful in fixing the roof.

The following resolution was moved by Phillips, seconded by Lewis,

SUPERIOR CHARTER TOWNSHIP

WASHTENAW COUNTY, MICHIGAN

**A RESOLUTION TO AUTHORIZE ROOF REPAIRS ON SUPERIOR
TOWNSHIP FIRE STATION NO. 1, 7999 FORD ROAD**

RESOLUTION NUMBER: 2014-18

DATE: APRIL 3, 2014

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

**SUPERIOR CHARTER TOWNSHIP BOARD
SPECIAL MEETING
APRIL 3, 2014
ADOPTED MINUTES
PAGE 7**

WHEREAS, the current roof on Station One located at 7999 Ford Road has a history of leaking and is in disrepair. Despite attempts made by the building contractor, the roof continues to leak and is in need of serious repair, and

WHEREAS, on October 21, 2013, the Township Board approved hiring a masonry contractor to waterproof the brick walls at a cost not to exceed \$3,000 and to hire a roofing contractor to make general roof repairs at a cost not to exceed \$5,000, and

WHEREAS, since October 21, 2013, further investigation has determined that a different course of action is needed to repair the roof and none of the above approved funds were expended, and

WHEREAS, Rick Mayernik, Building Official, has recommended a plan to repair the roof at Fire Station No. 1, and

WHEREAS, R.D. Kleinschmidt, Inc., has provided an estimate of \$8,175.00 for the work recommended by Building Official Mayernik, and

WHEREAS, the Township has contracted with R.D. Kleinschmidt, Inc. to resolve a similar roof leak problem on the Township's Utility Department Maintenance Building, and

WHEREAS, because of R.D. Kleinschmidt's previous success with resolving difficult to diagnose roof leaks at another Township building, the Building Official and Township Administrative Staff recommend that the Township accept R.D. Kleinschmidt's bid as a single –source supplier, and

NOW THEREFORE BE IT RESOLVED, that the Superior Township Board approves R.D. Kleinschmidt as single-source supplier and approves their proposal #59179 to make repairs at Superior Township Fire Station No. 1 at a cost of \$8,175.00, and

NOW THEREFORE BE IT FURTHER RESOLVED, that if while repairing the roof, R.D. Kleinschmidt finds additional repairs that need to be made, the Superior Township Board authorizes the R.D. Kleinschmidt to complete an addition \$3,000 in repairs, provided that the additional repairs and expense is recommended by the Building Official and authorized by Township Administrative staff, and

NOW THEREFORE BE IT FURTHER RESOLVED, the above \$8,175 and \$3,000 are to be taken from line item No 207-000-393-010 Building Improvement Reserve.

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

Nays: None

**SUPERIOR CHARTER TOWNSHIP BOARD
SPECIAL MEETING
APRIL 3, 2014
ADOPTED MINUTES
PAGE 8**

Absent: None

The motion carried

E. STATE OF MICHIGAN QVF EQUIPMENT GRANT AGREEMENT

Clerk Phillips explained that the State has offered a grant agreement to provide a new computer equipment and software to operate the Qualified Voter File (QVF). QVF is the database of voters and election information maintained statewide by the State of Michigan. There is no cost to the Township unless the equipment needs repair after the warranty period has lapsed. The equipment is a CPU with Windows 7 and updated Oracle software. This will replace the current CPU, which uses Windows XP.

It was moved by Phillips, seconded by Williams, for the Board to approve Grant Agreement with the State of Michigan to provide computer equipment and software for the Qualified Voter File upgrade.

The agreement is attached as attachment A.

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

Nays: None

Absent: None

The motion carried

7. REPORTS

Supervisor Schwartz reported on the following: the Township's Auditors have recommended that the accounting responsibilities at the Township Hall be rearranged and that the Township hire a controller to oversee the accounting functions. Supervisor Schwartz recommends that Utility Director Keith Lockie be hired for this position as he is qualified and experienced as a controller. Supervisor Schwartz also recommends that the Township hire a part-time human resource coordinator on an hourly basis. He feels that the Township can save up to \$22,000 per year with these changes. A home on Nottingham experienced two fires in 2013. The second fire resulted in a total loss to the home. The Township recently joined the State's insurance withholding program. The Township is working to have the site cleared and rehabilitated. Supervisor Schwartz

**SUPERIOR CHARTER TOWNSHIP BOARD
SPECIAL MEETING
APRIL 3, 2014
ADOPTED MINUTES
PAGE 9**

recently attended a Ypsilanti District Library Board meeting to discuss issues of mutual concern. He said the discussion went well and they agreed to help pay for the painting and other improvements to the Superior Township Fire Station No. 2, which houses the Superior Branch Library. He indicated in April or May he will bring a proposal to the Board to remove the existing Utility Department “cold storage” building at the corner of Harris Road and MacArthur Boulevard and replace it with a new pole-type building behind the Utility Department Maintenance Building.

11. BILLS FOR PAYMENT

Deleted.

12. PLEAS AND PETITIONS

Deleted.

13. ADJOURNMENT

It was moved by Green, supported by Caviston, that the meeting adjourn. The motion carried by a voice vote and the meeting adjourned at 5:18 p.m.

Respectfully submitted,

David Phillips, Clerk

Ken Schwartz, Supervisor