

**Superior Township
Regular Board Meeting Minutes
Tuesday, October 22, 2024**

Prepared by Jolene Passmore, Clerk

Call meeting to order: by John Waisanen @ 6pm

Pledge of Allegiance

Roll Call of Board Members Present: Deb Freedman, Kathy Loup, Jolene Passmore, John Waisanen, Susanne Kniskern

Public Comment: none

Approval of Agenda:

- Motion by Deb Freedman and seconded by Kathy Loup to approve the October 22, 2024 agenda.
 - Deb Freedman - Yes
 - Kathy Loup – Yes
 - Jolene Passmore – Yes
 - John Waisanen – Yes
 - Susanne Kniskern – Yes
 - Motion carried

Approval of minutes:

- Motion by Susanne Kniskern and seconded by John Waisanen to approve the September 24, 2024 meeting minutes.
 - Deb Freedman - Yes
 - Kathy Loup – Yes
 - Jolene Passmore – Yes
 - John Waisanen – Yes
 - Susanne Kniskern – Yes
 - Motion carried
- Motion by Susanne Kniskern and seconded by John Waisanen to approve the Election Commission Meeting, October 10, 2024 meeting minutes.
 - Deb Freedman - Yes
 - Kathy Loup – Yes
 - Jolene Passmore – Yes
 - John Waisanen – Yes
 - Susanne Kniskern – Yes
 - Motion carried

New Business Motions:

1. Motion by Susanne Kniskern and seconded by Jolene Passmore to accept new copier annual lease from National Office Products in the amount of \$729.59
 - o Deb Freedman - Yes
 - o Kathy Loup – Yes
 - o Jolene Passmore – Yes
 - o John Waisanen – Yes
 - o Susanne Kniskern – Yes
 - o Motion carried

Old Business Motions:

- o Sheet Piling Material tabled for November 26, 2024 meeting
- o Review/approval of Cemetery Resolution tabled for November 26, 2024 meeting

Fire Report:

1. Motion by John Waisanen and seconded by Deb Freedman to accept Great Lakes Western Pilots Association \$200 donation to the VFD Oct 31, 2024 event.
 - o Deb Freedman - Yes
 - o Kathy Loup – Yes
 - o Jolene Passmore – Yes
 - o John Waisanen – Yes
 - o Susanne Kniskern – Yes
 - o Motion carried
2. Motion by John Waisanen and seconded by Deb Freedman to accept SCCU \$100 donation to the VFD Oct 31, 2024 event.
 - o Deb Freedman - Yes
 - o Kathy Loup – Yes
 - o Jolene Passmore – Yes
 - o John Waisanen – Yes
 - o Susanne Kniskern – Yes
 - o Motion carried

Parks Committee:

1. Motion by Susanne Kniskern and seconded by Kathy Loup to renew Park’s Committee Members; Heidi Murdoch, Cindy Wilson, Jim Busha & Lori Busha for one year.
 - o Deb Freedman - Yes
 - o Kathy Loup – Yes
 - o Jolene Passmore – Yes
 - o John Waisanen – Yes
 - o Susanne Kniskern – Yes
 - o Motion carried
2. Motion by Susanne Kniskern and seconded by John Waisanen to renew Park Committee Member; Lee Freedman for one year.

- Deb Freedman - Abstained
- Kathy Loup – Yes
- Jolene Passmore – Yes
- John Waisanen – Yes
- Susanne Kniskern – Yes
- Motion carried

Water Board:

1. Motion by Kathy Loup and seconded by John Waisanen to approve & send Brimley State Park billing error letter.
 - Deb Freedman - Yes
 - Kathy Loup – Yes
 - Jolene Passmore – Yes
 - John Waisanen – Yes
 - Susanne Kniskern – Yes
 - Motion carried
2. Discussion regarding receipts for meal reimbursement; all board members in agreement all receipts required in order to be reimbursed for any meals.

Clerk’s Report:

1. Motion by Jolene Passmore and seconded by Susanne Kniskern to approve the September 2024 clerk’s report in the amount of \$55,179.09.
 - Deb Freedman - Yes
 - Kathy Loup – Yes
 - Jolene Passmore – Yes
 - John Waisanen – Yes
 - Susanne Kniskern – Yes
 - Motion carried

Treasurer’s Report:

1. Motion by John Waisanen and seconded by Kathy Loup to approve the September 2024 treasurer’s report in the amount of \$1,060,967.27.
 - Deb Freedman - Yes
 - Kathy Loup – Yes
 - Jolene Passmore – Yes
 - John Waisanen – Yes
 - Susanne Kniskern – Yes
 - Motion carried

Adjournment:

- Motion by Deb Freedman and seconded by John Waisanen to adjourn the meeting at 6:48pm.
 - Deb Freedman - Yes
 - Kathy Loup – Yes

- o Jolene Passmore – Yes
- o John Waisanen – Yes
- o Susanne Kniskern – Yes
- o Motion carried

Jolene Passmore

11/05/2024 10:26 AM
 User: SUSANNE
 DB: Superior Townsh

CHECK REGISTER FOR SUPERIOR TOWNSHIP
 CHECK DATE FROM 10/01/2024 - 10/31/2024
 STATUS FILTER: Cleared

SPARE AMT

Bank GENOP GENERAL OPERATING

| Check Date | Bank | Check | App | Vendor | Vendor Name | Description | Amount |
|------------|-------|--------|-----|--------|----------------------------------|--------------------------------------|----------|
| 10/03/2024 | GENOP | 1(S) | AP | 0255 | MPEC | CORE DEPOSIT | 0.00 |
| 10/03/2024 | GENOP | 9515 | AP | 0375 | CLOVERLAND ELECTRIC CO-OP | ELECTRIC | 778.88 |
| 10/03/2024 | GENOP | 9516 | AP | 0316 | GINOP SALES INC | FILTER | 131.25 |
| 10/03/2024 | GENOP | 9518 | AP | 0217 | NATIONAL OFFICE PRODUCTS | CONTRACT PAYMENT | 259.86 |
| 10/03/2024 | GENOP | 9519 | AP | 0183 | PARKER'S ACE HARDWARE | VACUUM | 159.99 |
| 10/03/2024 | GENOP | 9520 | AP | 0141 | SOO COOP CREDIT UNION | VISA | 933.52 |
| 10/03/2024 | GENOP | 9521 | AP | 0098 | US BANK EQUIPMENT FINANCE | CONTRACT PAYMENT | 128.14 |
| 10/11/2024 | GENOP | 9522 | PR | 00192 | BUSHA, LORI | | 72.77 |
| 10/11/2024 | GENOP | 9523 | PR | 00069 | FREEDMAN, DEBRA | | 77.89 |
| 10/11/2024 | GENOP | 9524 | PR | 00188 | HARRIS, MAURICE | | 74.00 |
| 10/11/2024 | GENOP | 9525 | PR | 00163 | HOORNSTRA, LYLE | | 1,193.46 |
| 10/11/2024 | GENOP | 9526 | PR | 193 | KNISKERN -GUINN, SUSANNE | | 440.50 |
| 10/11/2024 | GENOP | 9527 | PR | 00187 | KNISKERN -GUINN, SUSANNE | | 415.69 |
| 10/11/2024 | GENOP | 9528 | PR | 00102 | LEDERGERBER, CHRISTINE | | 855.83 |
| 10/11/2024 | GENOP | 9529 | PR | 0091 | LOUP, KATHY | | 77.89 |
| 10/11/2024 | GENOP | 9530 | PR | 00182 | PASSMORE, JOLENE | | 424.19 |
| 10/11/2024 | GENOP | 9531 | PR | 00083 | PHILLIPS, RICHARD | | 1,310.42 |
| 10/11/2024 | GENOP | 9532 | PR | 200 | WILSON, CYNTHIA | | 134.24 |
| 10/10/2024 | GENOP | 9533 | PR | 0412 | BAY MART | FUEL | 933.69 |
| 10/10/2024 | GENOP | 9534 | AP | 0388 | CHARTER COMMUNICATIONS | INTERNET | 239.96 |
| 10/10/2024 | GENOP | 9535 | AP | 0133 | CITY OF SAULT STE. MARIE | WATER ANALYSIS | 22.00 |
| 10/10/2024 | GENOP | 9536 | AP | 0375 | CLOVERLAND ELECTRIC CO-OP | ELECTRIC | 2,079.98 |
| 10/10/2024 | GENOP | 9537 | AP | 0351 | DTE ENERGY | GAS | 24.16 |
| 10/10/2024 | GENOP | 9538 | AP | 0724 | FAHEY SCHULTZ BURZYCH RHODES PLC | ATTORNEY FEES | 85.50 |
| 10/10/2024 | GENOP | 9539 | AP | 0144 | GFL ENVIRONMENTAL USA INC | FALL CLEAN UP TRASH | 1,366.96 |
| 10/10/2024 | GENOP | 9540 | AP | 0384 | HIWATHA TELEPHONE CO | PHONE | 479.40 |
| 10/10/2024 | GENOP | 9541 | AP | 0300 | JOHN HANCOCK | 3Q RET 1/3 & RET 1/3 | 3,827.40 |
| 10/10/2024 | GENOP | 9542 | AP | 0255 | MPEC | MISC SUPPLIES | 81.31 |
| 10/15/2024 | GENOP | 9543 | AP | 0183 | PARKER'S ACE HARDWARE | MISC SUPPLIES | 92.14 |
| 10/15/2024 | GENOP | 9544 | AP | 0439 | AIRGAS USA LLC | MISC HARDWARE | 123.68 |
| 10/15/2024 | GENOP | 9545 | AP | 0325 | FINEST SEPTIC SERVICE | WELDING HELMET | 250.00 |
| 10/15/2024 | GENOP | 9546 | AP | 0183 | PARKER'S ACE HARDWARE | PUMPING MAN HOLE | 15.99 |
| 10/25/2024 | GENOP | 9547 | PR | 194 | BERTRAM, SHERRY | MISC | 57.26 |
| 10/25/2024 | GENOP | 9549 | PR | 1988 | COMPO, DIANNE | | 57.27 |
| 10/25/2024 | GENOP | 9550 | PR | 00069 | FREEDMAN, DEBRA | | 135.15 |
| 10/25/2024 | GENOP | 9551 | PR | 00188 | HARRIS, MAURICE | | 74.01 |
| 10/25/2024 | GENOP | 9552 | PR | 00163 | HOORNSTRA, LYLE | | 1,255.96 |
| 10/25/2024 | GENOP | 9553 | PR | 00187 | KNISKERN -GUINN, SUSANNE | | 415.71 |
| 10/25/2024 | GENOP | 9554 | PR | 193 | KNISKERN -GUINN, SUSANNE | | 440.50 |
| 10/25/2024 | GENOP | 9555 | PR | 00102 | LEDERGERBER, CHRISTINE | | 855.83 |
| 10/25/2024 | GENOP | 9556 | PR | 0091 | LOUP, KATHY | | 135.16 |
| 10/25/2024 | GENOP | 9559 | PR | 00182 | PASSMORE, JOLENE | | 424.19 |
| 10/25/2024 | GENOP | 9560 | PR | 00083 | PHILLIPS, RICHARD | | 1,402.52 |
| 10/22/2024 | GENOP | 9561 | PR | 205 | SMITH, MICHAEL | | 57.27 |
| 10/22/2024 | GENOP | 9563 | AP | 0444 | ACCIDENT FUND | RENEWAL FOR WC & LIABILITY INSURANCE | 920.50 |
| 10/22/2024 | GENOP | 9565 | AP | 0396 | BSS&A | SYSTEMS ANNUAL SERVICE/SUPPORT FEE | 4,184.00 |
| 10/22/2024 | GENOP | 9566 | AP | 0665 | CHIPPEWA COUNTY CLERK | PRIMARY ELECTION BILLING | 337.47 |
| 10/22/2024 | GENOP | 9567 | AP | 0342 | ELECTION SOURCE | ENVELOPES | 39.72 |
| 10/22/2024 | GENOP | 9570 | AP | 0224 | MICHIGAN TOWNSHIP ASSOCIATION | IN TRANSMISSION WEBINAR | 25.00 |
| 10/22/2024 | GENOP | 9571 | AP | 0255 | MPEC | DRILL SET | 34.99 |
| 10/22/2024 | GENOP | 9573 | AP | 0142 | SOO BUILDERS SUPPLY CO., INC. | PAYLION SUPPLIES | 9,585.29 |
| 10/22/2024 | GENOP | 9574 | AP | 0733 | TIMOTHY BLOEMENDAL | INCORRECT PAYMENT | 230.00 |
| 10/22/2024 | GENOP | 9575 | AP | 0142 | SOO BUILDERS SUPPLY CO., INC. | PARK SUPPLIES | 250.10 |
| 10/28/2024 | GENOP | 9581 | AP | 0034 | SUSANNE KNISKERN | BETTY CASH | 170.32 |
| 10/29/2024 | GENOP | 521191 | AP | IRS | UNTTED STATES TREASURY | | 2,632.32 |
| 10/06/2024 | GENOP | 521192 | AP | 0420 | AT&T | | 173.09 |
| 10/10/2024 | GENOP | 521193 | AP | 0667 | STATE OF MICHIGAN | | 2,199.60 |

OCT 2024 \$46,662.23

11/05/2024 10:26 AM
User: SUSANNE
DB: Superior Townsh

CHECK REGISTER FOR SUPERIOR TOWNSHIP
CHECK DATE FROM 10/01/2024 - 10/31/2024
STATUS FILTER: Cleared

| Check Date | Bank | Check | App | Vendor | Vendor Name | Description | Amount |
|----------------------------|-------|--------|-----|--------|-------------|-------------|-----------|
| 10/06/2024 | GENOP | 521194 | AP | 0420 | AT&T | | 173.02 |
| Total of 58 Checks: | | | | | | | 43,356.94 |
| Less 2 Void Checks: | | | | | | | 173.09 |
| Total of 56 Disbursements: | | | | | | | 43,183.85 |

Bank GENOP GENERAL OPERATING

| Check Date | Bank | Check | App | Vendor | Vendor Name | Description | Amount |
|------------|-------|-------|-----|--------|----------------------------|----------------------------------|--------|
| 10/03/2024 | GENOP | 9517 | AP | 0227 | MICHIGAN RURAL WATER ASSOC | UP EXPO ATTENDEE REGISTRATION | 170.00 |
| 10/25/2024 | GENOP | 9548 | PR | 00192 | BUSHA, LORI | | 126.93 |
| 10/25/2024 | GENOP | 9557 | PR | 00167 | MUNSELL, WILLIAM | | 57.27 |
| 10/25/2024 | GENOP | 9558 | PR | 0193 | OLSWAY, MARK | | 57.26 |
| 10/25/2024 | GENOP | 9562 | PR | 200 | WILSON, CYNTHIA | | 146.91 |
| 10/22/2024 | GENOP | 9564 | AP | 0412 | BAY MART | FUEL | 632.43 |
| 10/22/2024 | GENOP | 9568 | AP | 0319 | GAYLOR-THOMPSON SALES | BALANCE FORWARD ON 21760 INV | 47.50 |
| 10/22/2024 | GENOP | 9569 | AP | 0250 | MARK'S TIRE | TIRE REPAIR | 28.00 |
| 10/22/2024 | GENOP | 9572 | AP | 0732 | MEPA | MEMBERSHIP SERVICES | 225.00 |
| 10/28/2024 | GENOP | 9576 | AP | 0375 | CLOVERLAND ELECTRIC CO-OP | ELECTRIC | 717.88 |
| 10/28/2024 | GENOP | 9577 | AP | 0217 | NATIONAL OFFICE PRODUCTS | STORAGE BOXES | 57.95 |
| 10/28/2024 | GENOP | 9578 | AP | 0183 | PARKER'S ACE HARDWARE | RETURN RAKE & REPLACEMENT HANDLE | 49.96 |
| 10/28/2024 | GENOP | 9579 | AP | 0169 | RICHARD PHILLIPS | TRAVEL/LODGING | 352.91 |
| 10/28/2024 | GENOP | 9580 | AP | 0495 | STATE OF MICHIGAN | EGLW WATER FEES | 808.38 |

Total of 14 Checks:
 Less 0 Void Checks:
 Total of 14 Disbursements:

3,478.38
 0.00
 3,478.38

O/S Checks Oct 2024

| Check Date | Bank | Check | App | Vendor | Vendor Name | Description | Amount |
|------------|-------|-------|-----|--------|----------------------------|-------------------------------------|--------|
| 07/20/2023 | GENOP | 8527 | AP | 0255 | MPEC | HARDWARE ITEMS/PLANT FOOD | 115.71 |
| 09/11/2023 | GENOP | 8671 | PR | 00180 | HARRIS, MASON | | 699.26 |
| 04/28/2024 | GENOP | 9152 | AP | 0431 | AMY JERE | REFUND FOR 10/2022 BANNER RON MILLS | 60.00 |
| 10/03/2024 | GENOP | 9517 | AP | 0227 | MICHIGAN RURAL WATER ASSOC | UP EXPO ATENDEE REGISTRATION | 170.00 |
| 10/25/2024 | GENOP | 9548 | PR | 00192 | BUSHA, LORI | | 126.93 |
| 10/25/2024 | GENOP | 9557 | PR | 00167 | MUNSELL, WILLIAM | | 57.27 |
| 10/25/2024 | GENOP | 9558 | PR | 0193 | OSWAY, MARK | | 146.91 |
| 10/25/2024 | GENOP | 9562 | PR | 200 | WILSON, CYNTHIA | | 632.43 |
| 10/22/2024 | GENOP | 9564 | AP | 0412 | BAY MART | FUEL | 47.50 |
| 10/22/2024 | GENOP | 9568 | AP | 0319 | GAYLOR-THOMPSON SALES | BALANCE FORWARD ON 21760 INV | 28.00 |
| 10/22/2024 | GENOP | 9569 | AP | 0250 | MARK'S TIRE | TIRE REPAIR | 225.00 |
| 10/22/2024 | GENOP | 9572 | AP | 0732 | NPPA | MEMBERSHIP SERVICES | 717.88 |
| 10/28/2024 | GENOP | 9576 | AP | 0375 | CLOVERLAND ELECTRIC CO-OP | ELECTRIC | 57.95 |
| 10/28/2024 | GENOP | 9577 | AP | 0217 | NATIONAL OFFICE PRODUCTS | STORAGE BOXES | 49.96 |
| 10/28/2024 | GENOP | 9578 | AP | 0183 | PARKER'S ACE HARDWARE | RETURN RAKE & REPLACEMENT HANDLE | 352.91 |
| 10/28/2024 | GENOP | 9579 | AP | 0169 | RICHARD PHILLIPS | TRAVEL/LODGING | 808.38 |
| 10/28/2024 | GENOP | 9580 | AP | 0495 | STATE OF MICHIGAN | EGLE WATER FEES | |

Total of 17 Checks: 4,353.35
 Less 0 Void Checks: 0.00
 Total of 17 Disbursements: 4,353.35

Total of 17 checks

**Treasurer's Report
Superior Township
Month Ending October 2024**

*JS/ev
All*

SCCU General Fund (1.000% APY)

| | Bank Accounts/CD's | Interest | General Ledger |
|-----------------------|--------------------|-----------|----------------------------|
| Checking Account 7610 | \$ 428,204.91 | \$ 355.62 | *See GL Breakdown by Dept. |
| Savings Account | \$ 5.00 | | GL 101-000-002.00 |
| | | | \$ 428,209.91 |

***GL Breakdown by Departments**

| | |
|---|----------------------|
| 101-000-001.50 General Fund | \$ 96,749.79 |
| 210-000-001.50 Special Funds/Depot Expenses | \$ 307.41 |
| 590-000-001.50 Sewer Fund | \$ 106,173.66 |
| 591-000-001.50 Water Fund | \$ 220,620.70 |
| Subtotal: | \$ 423,851.56 |
| Outstanding checks | \$ 4,353.35 |
| Subtotal: | \$ 428,204.91 |
| Outstanding Deposits/OS Misc Adj | \$ - |
| | \$ 428,204.91 |

***SCCU Tax Fund (.050% APY)**

| | | | |
|-----------------------|-------------------------------|------|--------------------|
| Checking Account 2670 | Int accrued qrtly \$ 3,543.58 | \$ - | GL 703-000-001.00 |
| Savings Account | \$ 5.02 | | GL 703-000-002.00 |
| | | | \$ 3,548.60 |

***SCCU Fireman's Account (0.050% APY)**

| | | | |
|-----------------------|-----------------------------|------|-------------------|
| Checking Account 1820 | Int accrued qrtly \$ 584.42 | \$ - | GL 211-000-001.00 |
| Savings Account | \$ 5.01 | | GL 211-000-002.00 |
| | | | \$ 589.43 |

4Front (0.050% APY)

| | | | |
|----------------------|--------------|---------|---------------------|
| Savings Account 7944 | \$ 25,149.19 | \$ 1.07 | GL 206-000-002.00 |
| | | | \$ 25,149.19 |

UP State Credit Union

Sewer Fund (0.15 to .80% tiered rate)

| | | | |
|-----------------------|---------------|-----------|----------------------|
| Savings Account 148-2 | \$ 252,280.28 | \$ 213.50 | GL 590-000-002.00 |
| | | | \$ 252,280.28 |

Total Interest Earned October

\$ 1,717.11

***SCCU 4.65%**

| | | | |
|---|--------------------|---------------|----------------------|
| | APY 4.75% | \$ 194,133.14 | GL 591-000-002.04 |
| CD - Water Dept | 12 mos MD 9/3/2025 | | |
| Interest earned | October | \$ 739.14 | \$ 194,133.14 |
| Initial Investment \$53,348 on 09/03/2024 | | | |

| | | | | | | |
|--|---------|------------------|----|-----------|-----------|-------------------|
| *SCCU 4.65% | | APY 4.75% | \$ | 53,551.89 | | GL 590-000-002.04 |
| CD - Sewer Dept | 12 mos | MD 9/3/2025 | | | \$ 203.89 | \$ 53,551.89 |
| Interest earned | October | | | | | |
| Initial Investment \$53,348K on 09/03/2024 | | | | | | |

| | | | | | | |
|--|---------|------------------|----|-----------|-----------|-------------------|
| SCCU 4.65% | | APY 4.75% | \$ | 53,551.89 | | GL 101-000-002.04 |
| CD - General Op | 12 mos | MD 9/3/2025 | | | \$ 203.89 | \$ 53,551.89 |
| Interest earned | October | | | | | |
| Initial Investment \$53,348K on 09/03/2024 | | | | | | |

| | | | | | | |
|-----------------------------------|--|--|----|----------------------------|--|-------------------------------|
| SCCU CD's Interest To Date | | | | <u>\$ 10,609.61</u> | | |
| SCCU CD's | | | \$ | 301,236.92 | | \$ 301,236.92 |
| Bank Accounts & CD's | | | \$ | <u>1,011,014.33</u> | | \$ <u>1,011,014.33</u> |
| Total Funds | | | \$ | <u><u>1,011,014.33</u></u> | | \$ <u><u>1,011,014.33</u></u> |

Prepared by: Susanne Kniskern, Treasurer

***Not for general township use.**