

**Superior Township  
Regular Board Meeting Minutes  
Tuesday, August 27, 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:** William Munsell indicated frustration regarding the recent W/S board meeting held, and indicated he didn't know if he was still on the W/S board.

**Approval of Agenda:**

- Motion by Kathy Loup and seconded by Deb Freedman to approve the August 27, 2024 agenda.
  - Deb Freedman - Yes
  - Kathy Loup – Yes
  - Jolene Passmore – Yes
  - John Waisanen – Yes
  - Susanne Kniskern – Yes
  - Motion carried

**Approval of minutes from the Regular Board Meeting on July 23, 2024:**

- Motion by Kathy Loup and seconded by Susanne Kniskern to approve the July 23, 2024 meeting minutes.
  - Deb Freedman - Abstained
  - Kathy Loup – Yes
  - Jolene Passmore – Abstained
  - John Waisanen – Yes
  - Susanne Kniskern – Yes
  - Motion carried

**Approval of minutes from the Special Board Meeting on August 8, 2024:**

- Motion by Kathy Loup and seconded by Susanne Kniskern to approve the August 8, 2024 meeting minutes, with changes.
  - 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 John Waisanen to accept increase of Superior Fire Department vehicle insurance value coverage at an annual cost of \$2408 not including the 1995 Jeep Brush Rig increase.
  - Deb Freedman - Yes
  - Kathy Loup – Yes
  - Jolene Passmore – Yes
  - John Waisanen – Yes
  - Susanne Kniskern – Yes
  - Motion carried
2. Motion by John Waisanen and seconded by Deb Freedman to appoint William Munsell to BOR.
  - Deb Freedman - Yes
  - Kathy Loup – Yes
  - Jolene Passmore – Yes
  - John Waisanen – Yes
  - Susanne Kniskern – Yes
  - Motion carried
3. Motion by Kathy Loup and seconded by Jolene Passmore to appoint Dianne Compo as Z & P chair.
  - Deb Freedman - Yes
  - Kathy Loup – Yes
  - Jolene Passmore – Yes
  - John Waisanen – Yes
  - Susanne Kniskern – Yes
  - Motion carried
4. Motion by John Waisanen and seconded by Deb Freedman to approve and send the drafted letter to Ms. Nancy Shields regarding her request for water/sewer turn on being denied until procedures from W/S Ordinance 19 are carried out and reviewed by DPW superintendent.
  - Deb Freedman - Yes
  - Kathy Loup – Yes
  - Jolene Passmore – Yes
  - John Waisanen – Yes
  - Susanne Kniskern – Yes
  - Motion carried
5. Motion by Susanne Kniskern and seconded by Kathy Loup to approve the assigning of parcel #01432004500 to W/S account #809-Wagoner and assign meter ID# 7436425 and flex# 97761026 to account #809-Wagoner.
  - Deb Freedman - Yes
  - Kathy Loup – Yes
  - Jolene Passmore – Yes
  - John Waisanen – Yes
  - Susanne Kniskern – Yes
  - Motion carried

### **New Business Motions Continued:**

6. Motion by Susanne Kniskern and seconded by Kathy Loup to approve \$1000 for EGLE Training for DPW superintendent.
  - Deb Freedman - Yes
  - Kathy Loup – Yes
  - Jolene Passmore – Yes
  - John Waisanen – Yes
  - Susanne Kniskern – Yes
  - Motion carried

### **Old Business Motions:**

1. Motion by Deb Freedman and seconded by John Waisanen to accept Zoning Sign Ordinance.
  - Deb Freedman - Yes
  - Kathy Loup – Yes
  - Jolene Passmore – Yes
  - John Waisanen – Yes
  - Susanne Kniskern – Yes
  - Motion carried
2. Motion by Kathy Loup and seconded by John Waisanen to approve additional funds to use toward attorney fees in the amount of \$5000.
  - a. Deb Freedman - Yes
  - b. Kathy Loup – Yes
  - c. Jolene Passmore – Yes
  - d. John Waisanen – Yes
  - e. Susanne Kniskern – Yes
  - f. Motion carried

### **Fire Report:**

1. Motion by John Waisanen and seconded by Susanne Kniskern to approve the purchase of 5 microphones for OES radios in the amount of \$213.29 for the fire department.
  - Deb Freedman - Yes
  - Kathy Loup – Yes
  - Jolene Passmore – Yes
  - John Waisanen – Yes
  - Susanne Kniskern – Yes
  - Motion carried

### **Park & Recs Report:**

1. Motion by Susanne Kniskern and seconded by Deb Freedman to approve \$5000 to go towards completion of park pavilion.
  - Deb Freedman - Yes
  - Kathy Loup – Yes
  - Jolene Passmore – Yes

- John Waisanen – Yes
  - Susanne Kniskern – Yes
  - Motion carried
2. Motion by John Wasianen and seconded by Susanne Kniskern to appoint Lee Freedman to Park's & Rec Committee.
- Deb Freedman - Abstained
  - Kathy Loup – Yes
  - Jolene Passmore – Yes
  - John Waisanen – Yes
  - Susanne Kniskern – Yes
  - Motion carried

**Water Board:**

1. Motion by Susanne Kniskern and seconded by Deb Freedman to accept Jim Busha resignation from W/S board, with opportunity for re-appointment if he chooses to return in the future.
- Deb Freedman - Yes
  - Kathy Loup – Yes
  - Jolene Passmore – Yes
  - John Waisanen – No
  - Susanne Kniskern – Yes
  - Motion carried
2. Motion by Kathy Loup and seconded by John Waisanen to appoint Township Board members John Waisanen and Kathy Loup to meet with Mr. Piche from local church on behalf of Township board regarding meter issues.
- Deb Freedman - Yes
  - Kathy Loup – Yes
  - Jolene Passmore – Yes
  - John Waisanen – Yes
  - Susanne Kniskern – Yes
  - Motion carried

**Clerk's Report:**

1. Motion by Jolene Passmore and seconded by Susanne Kniskern to approve the July 2024 clerk's report in the amount of \$52,525.65.
- Deb Freedman - Yes
  - Kathy Loup – Yes
  - Jolene Passmore – Yes
  - John Waisanen – Yes
  - Susanne Kniskern – Yes
  - Motion carried
2. Motion by Susanne Kniskern and seconded by John Waisanen to approve the Township board sign cemetery & burial deeds for Kortman, Schwiderson, Hall, Wrath & Albrough.
- Deb Freedman - Yes
  - Kathy Loup – Yes

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

**Treasurer's Report:**

1. Motion by Kathy Loup and seconded by Deb Freedman to approve the July 2024 treasurer's report in the amount of \$1,174,308.39.
  - Deb Freedman - Yes
  - Kathy Loup – Yes
  - Jolene Passmore – Yes
  - John Waisanen – Yes
  - Susanne Kniskern – Yes
  - Motion carried
2. Motion by Susanne Kniskern and seconded by John Waisanen to roll over 4 CD's at Soo Co-op Credit Union for 12 months at 4.75% APY.
  - Deb Freedman - Yes
  - Kathy Loup – Yes
  - Jolene Passmore – Yes
  - John Waisanen – Yes
  - Susanne Kniskern – Yes
  - Motion carried

**Adjournment:**

- Motion by Kathy Loup and seconded by Deb Freedman to adjourn the meeting at 8:05pm.
  - Deb Freedman - Yes
  - Kathy Loup – Yes
  - Jolene Passmore – Yes
  - John Waisanen – Yes
  - Susanne Kniskern – Yes
  - Motion carried



Check Date	Bank	Check	App	Vendor	Vendor Name	Description	Amount
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08/02/2024	GENOP	9384	PR	196	BUSHA, JAMES		57.27
08/02/2024	GENOP	9385	PR	00192	BUSHA, LORI		59.94
08/02/2024	GENOP	9386	PR	00183	CASE, RODNEY		60.02
08/02/2024	GENOP	9387	PR	0595	EDDY, AMY		57.27
08/02/2024	GENOP	9388	PR	00180	HARRIS, MASON		868.55
08/02/2024	GENOP	9389	PR	00188	HARRIS, MAURICE		74.00
08/02/2024	GENOP	9390	PR	00163	HOORNSTRA, LYLE		1,401.80
08/02/2024	GENOP	9391	PR	00187	HOORNSTRA, LYLE		415.71
08/02/2024	GENOP	9392	PR	193	KNISKERN -GUINN, SUSANNE		440.50
08/02/2024	GENOP	9393	PR	00102	KNISKERN -GUINN, SUSANNE		855.83
08/02/2024	GENOP	9394	PR	0091	LEDERGERBER, CHRISTINE		135.17
08/02/2024	GENOP	9395	PR	00167	LOUP, KATHY		212.09
08/02/2024	GENOP	9396	PR	00182	MUNSELL, WILLIAM		12.09
08/02/2024	GENOP	9397	PR	00083	PASSMORE, JOLENE		424.19
08/02/2024	GENOP	9398	PR	200	PHILLIPS, RICHARD		1,863.05
08/05/2024	GENOP	9399	PR	0412	PHILLIPS, RICHARD		60.79
08/05/2024	GENOP	9400	AP	0316	WILSON, CYNTHIA	FUEL	873.45
08/05/2024	GENOP	9401	AP	0384	BAY MART	TRACTOR PARTS	99.19
08/05/2024	GENOP	9402	AP	0255	GINOP SALES INC	PHONE	480.58
08/05/2024	GENOP	9403	AP	0217	HIAMATHA TELEPHONE CO	METAL TRIM	68.29
08/05/2024	GENOP	9404	AP	0581	MPEC	CONTRACT	277.25
08/05/2024	GENOP	9405	AP	0131	NATIONAL OFFICE PRODUCTS	POSTAGE	895.26
08/16/2024	GENOP	9406	PR	00192	QUADIENT FINANCE USA, INC	PUMP REPAIR SUPPLIES ISS	1,266.74
08/16/2024	GENOP	9407	PR	00069	STANDARD ELECTRIC		70.27
08/16/2024	GENOP	9408	PR	00180	BUSHA, LORI		97.89
08/16/2024	GENOP	9409	PR	00188	FREEDMAN, DEBRA		800.07
08/16/2024	GENOP	9410	PR	500	HARRIS, MASON		74.01
08/16/2024	GENOP	9411	PR	00163	HARRIS, MAURICE		232.50
08/16/2024	GENOP	9412	PR	00187	HILLMAN, LYLENE		1,255.96
08/16/2024	GENOP	9413	PR	193	HOORNSTRA, LYLE		415.71
08/16/2024	GENOP	9414	PR	00102	KNISKERN -GUINN, SUSANNE		418.48
08/16/2024	GENOP	9415	PR	0091	KNISKERN -GUINN, SUSANNE		855.83
08/16/2024	GENOP	9416	PR	502	LEDERGERBER, CHRISTINE		175.78
08/16/2024	GENOP	9417	PR	00182	LOUP, KATHY		232.50
08/16/2024	GENOP	9418	PR	00083	MATHER, GAYANN		424.19
08/16/2024	GENOP	9420	PR	503	PASSMORE, JOLENE		1,448.58
08/16/2024	GENOP	9421	PR	200	PHILLIPS, RICHARD		225.00
08/13/2024	GENOP	9422	AP	0672	WASHBURN, MELISSA		22.80
08/13/2024	GENOP	9423	AP	0388	WILSON, CYNTHIA	ANNUAL INSPECTION	834.98
08/13/2024	GENOP	9424	AP	0351	CERTASITE, LLC	INTERNET	239.96
08/13/2024	GENOP	9425	AP	0724	CHARTER COMMUNICATIONS	GAS	17.28
08/13/2024	GENOP	9426	AP	0319	DPE ENERGY	LEGAL	906.00
08/13/2024	GENOP	9427	AP	0144	FAHEY SCHULTZ BURZYCH RHODES PLC	SHOP SUPPLIES	277.49
08/13/2024	GENOP	9428	AP	0255	GAYLOR-THOMPSON SALES	TRASH	167.35
08/13/2024	GENOP	9429	AP	0183	GEL ENVIRONMENTAL USA INC	MISC SUPPLIES	108.51
08/13/2024	GENOP	9430	AP	0112	MPEC	MISC SUPPLIES	49.05
08/13/2024	GENOP	9431	AP	0084	PARKER'S ACE HARDWARE	LAGOON SUPPLIES	64.99
08/26/2024	GENOP	9433	AP	0342	TRACTOR SUPPLY CREDIT PLAN	MAINTENANCE	800.00
08/26/2024	GENOP	9434	AP	00187	WEST SHORE FTR, INC.	TABULATOR CODING	440.00
08/30/2024	GENOP	9447	PR	193	ELECTION SOURCE		415.71
08/30/2024	GENOP	9448	PR	00102	KNISKERN -GUINN, SUSANNE		440.50
08/27/2024	GENOP	9449	PR	0420	KNISKERN -GUINN, SUSANNE		855.84
08/06/2024	GENOP	521181	AP	0420	LEDERGERBER, CHRISTINE		210.12
08/12/2024	GENOP	521182	AP	0375	AT&T		210.12
		521183	AP		CLOVERLAND ELECTRIC CO-OP		2,274.04

Total of 54 Checks:  
 Less 1 Void Checks:

*Susanne*  
 August 2024  
 \$ 34,201.01

26,008.45  
 210.12

Check Date	Bank	Check	App	Vendor	Vendor Name	Description	Amount
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Total of 53 Disbursements:

25,198.33

Check Date	Bank	Check	App	Vendor	Vendor Name	Description	Amount
08/16/2024	GENOP	9419	PR	191	WALKER, NANCY		225.00
08/26/2024	GENOP	9432	AP	0133	CITY OF SAULT STE. MARIE	WATER ANALYSIS	22.00
08/26/2024	GENOP	9433	AP	0375	CLOVERLAND ELECTRIC CO-OP	ELECTRIC	867.16
08/26/2024	GENOP	9435	AP	0684	FIELD FIRE	MISC SUPPLIES	2,169.52
08/26/2024	GENOP	9436	AP	0674	GANNETT MICHIGAN LOCALIQ	NEWSPAPER PUBLISHTINGS	167.42
08/26/2024	GENOP	9437	AP	0183	PARKER'S ACE HARDWARE	BATTERIES	190.95
08/26/2024	GENOP	9438	AP	0142	SOO BUILDERS SUPPLY CO., INC.	SUPPLIES	30.73
08/30/2024	GENOP	9439	PR	194	BERTRAM, SHERRY		114.53
08/30/2024	GENOP	9440	PR	196	BUSHA, JAMES		57.27
08/30/2024	GENOP	9441	PR	00192	BUSHA, LORI		150.87
08/30/2024	GENOP	9442	PR	1988	COMPO, DIANNE		114.53
08/30/2024	GENOP	9443	PR	00069	FREEDMAN, DEBRA		290.30
08/30/2024	GENOP	9444	PR	00180	HARRIS, MASON		414.66
08/30/2024	GENOP	9445	PR	00188	HARRIS, MAURICE		74.00
08/30/2024	GENOP	9446	PR	00163	HOORNSTRA, LYLE		1,276.78
08/30/2024	GENOP	9450	PR	0091	LOUP, KATHY		77.89
08/30/2024	GENOP	9451	PR	00167	MUNSELL, WILLIAM		57.26
08/30/2024	GENOP	9452	PR	0193	OLSWAY, MARK		114.52
08/30/2024	GENOP	9453	PR	00182	PASSMORE, JOLENE		424.18
08/30/2024	GENOP	9454	PR	00083	PHILLIPS, RICHARD		1,448.59
08/30/2024	GENOP	9455	PR	205	SMITH, MICHAEL		114.52

Total of 21 Checks: 8,402.68  
 Less 0 Void Checks: 0.00  
 Total of 21 Disbursements: 8,402.68

August 05  
 Checks



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	REFUND FOR 10/2022 BANNER RON MILLS	699.26
04/28/2024	GENOP	9152	AP	0431	AMY JERE		60.00
04/28/2024	GENOP	9170	AP	0713	MARILYN YON	REFUND FOR 5/2023 BANNER JAMES GORDIE LY	60.00
07/19/2024	GENOP	9372	PR	195	WHEALY, CHRISTOPHER		57.27
08/16/2024	GENOP	9419	PR	191	WALKER, NANCY		225.00
08/26/2024	GENOP	9432	AP	0133	CITY OF SAULT STE. MARIE	WATER ANALYSIS	22.00
08/26/2024	GENOP	9433	AP	0375	CLOVERLAND ELECTRIC CO-OP	ELECTRIC	867.16
08/26/2024	GENOP	9435	AP	0684	FIELD FIRE	MISC SUPPLIES	2,169.52
08/26/2024	GENOP	9436	AP	0674	GANNETT MICHIGAN LOCALIQ	NEWSPAPER PUBLISHINGS	167.42
08/26/2024	GENOP	9437	AP	0183	PARKER'S ACE HARDWARE	BATTERIES	190.95
08/26/2024	GENOP	9438	AP	0142	SOO BUILDERS SUPPLY CO., INC.	SUPPLIES	30.73
08/30/2024	GENOP	9439	PR	194	BERTRAM, SHERRY		114.53
08/30/2024	GENOP	9440	PR	196	BUSHA, JAMES		57.27
08/30/2024	GENOP	9441	PR	00192	BUSHA, LORI		150.87
08/30/2024	GENOP	9442	PR	1988	COMPO, DIANNE		114.53
08/30/2024	GENOP	9443	PR	00069	FREEDMAN, DEBRA		290.30
08/30/2024	GENOP	9444	PR	00180	HARRIS, MASON		414.66
08/30/2024	GENOP	9445	PR	00188	HARRIS, MAURICE		74.00
08/30/2024	GENOP	9446	PR	00163	HOORNSTRA, LYLE		1,276.78
08/30/2024	GENOP	9450	PR	0091	LOUP, KATHY		77.89
08/30/2024	GENOP	9451	PR	00167	MUNSELL, WILLIAM		57.26
08/30/2024	GENOP	9452	PR	0193	OLSWAY, MARK		114.52
08/30/2024	GENOP	9453	PR	00182	PASSMORE, JOLENE		424.18
08/30/2024	GENOP	9454	PR	00083	PHILLIPS, RICHARD		1,448.59
08/30/2024	GENOP	9455	PR	205	SMITH, MICHAEL		114.52

Total of 26 Checks: 9,394.92  
 Less 0 Void Checks: 0.00  
 Total of 26 Disbursements: 9,394.92

Total of Checks

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

**SCCU General Fund (1.000% APY)**

		Interest	General Ledger
Checking Account 7610	\$ 627,631.24	\$ 406.23	*See GL Breakdown by Dept.
Savings Account	\$ 5.00		GL 101-000-002.00
			\$ 627,636.24

**GL Breakdown by Departments**

101-000-001.50 General Fund	\$ 144,096.49		
210-000-001.50 Special Funds/Depot Expenses	\$ 410.72		
590-000-001.50 Sewer Fund	\$ 111,599.37		
591-000-001.50 Water Fund	\$ 362,129.74		
<b>Subtotal:</b>	<u>\$ 618,236.32</u>		4Front CD Transferred to SCCU 8/28/2024
<b>Outstanding checks</b>	\$ 9,394.92		
<b>Subtotal:</b>	<u>\$ 627,631.24</u>		
<b>Outstanding Deposits/OS Misc Adj</b>	\$ -		
	<u>\$ 627,631.24</u>		

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

Checking Account 2670	Int accrued qrtly \$ 160,027.71	\$ -	GL 703-000-001.00
Savings Account	\$ 5.02		GL 703-000-002.00
			\$ 160,032.73

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

Checking Account 1820	Int accrued qrtly \$ 584.35	\$ -	GL 211-000-001.00
Savings Account	\$ 5.01		GL 211-000-002.00
			\$ 589.36

**4Front (0.050% APY)**

Savings Account 7944	\$ 25,147.09	\$ 1.07	GL 206-000-002.00
			\$ 25,147.09

**UP Credit Union**

**Sewer Fund (0.15 to .80% tiered rate)**

Savings Account 148-2	\$ 251,860.34	\$ 213.14	GL 590-000-002.00
			\$ 251,860.34

Total Interest Earned August

\$ 1,202.02

**\*4Front 4.89%**

	APY 5.00%	Closed 08/28/2024	GL 591-000-002.03
CD - Water Dept	12 mos	MD 07/26/2024	\$ -
Interest earned	August		\$ -
Initial Investment \$133,303.33 on 07/26/2023			
<b>OLM/4Front CD Interest To Date</b>			<u><u>\$ 14,470.51</u></u>

<b>*SCCU 4.31%</b>		APY 4.40%	\$	52,960.37		GL 591-000-002.04
CD - Water Dept	18 mos	MD 9/1/2024				
Interest earned	August		\$	193.86	\$	<b>53,154.23</b>
Initial Investment \$50K on 03/01/2023						
<b>*SCCU 4.31%</b>		APY 4.40%	\$	52,960.37		GL 590-000-002.04
CD - Sewer Dept	18 mos	MD 9/1/2024				
Interest earned	August		\$	193.86	\$	<b>53,154.23</b>
Initial Investment \$50K on 03/01/2023						
<b>SCCU 4.31%</b>		APY 4.40%	\$	52,960.37		GL 101-000-002.04
CD - General Op	18 mos	MD 9/1/2024				
Interest earned	August		\$	193.86	\$	<b>53,154.23</b>
Initial Investment \$50K on 03/01/2023						
<b>SCCU CD's Interest To Date</b>					<b>\$ 9,462.69</b>	
<b>SCCU CD's</b>			\$	159,462.69	\$	<b>159,462.69</b>
<b>Bank Accounts &amp; CD's</b>			\$	<b>1,215,265.76</b>	\$	<b>1,215,265.76</b>
<b>Total Funds</b>			<b>\$</b>	<b>1,215,265.76</b>	<b>\$</b>	<b>1,215,265.76</b>

Prepared by: Susanne Kniskern, Treasurer

**\*Not for general township use.**