

**Superior Township
Regular Board Meeting Minutes
Tuesday, June 25, 2024**

Prepared by Jolene Passmore, Clerk

Call meeting to order: by John Waisanen @ 6pm

Pledge of Allegiance

Roll Call of Board Members Present: Kathy Loup, John Waisanen, Susanne Kniskern, Jolene Passmore. Absent: William Munsell

Public Comment: None

Approval of Agenda:

- Motion by John Waisanen and seconded by Susanne Kniskern to remove New Business item #8 from agenda.
 - 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 June 25, 2024 agenda.
 - Kathy Loup – Yes
 - Jolene Passmore – Yes
 - John Waisanen – Yes
 - Susanne Kniskern – Yes
 - Motion carried

Approval of minutes from the Regular Board Meeting on May 28, 2024:

- Motion by Susanne Kniskern and seconded by Kathy Loup to approve the May 28, 2024 meeting minutes.
 - 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 Kathy Loup to purchase candy for 4th of July parade not to exceed \$500.
 - 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 accept fire fighter application for Son Russ.
- Kathy Loup – Yes
 - Jolene Passmore – Yes
 - John Waisanen – Yes
 - Susanne Kniskern – Yes
 - Motion carried
3. Motion by John Waisanen and seconded by Kathy Loup to accept docking request letter from Western Pilots Association and approve agreement for WGLPA to pay \$500 including utilities per month for dock space rental for the period of late summer 2024 until the end of 2025/early 2026, approximately two-month period falling within said dates. With WGLPA providing necessary insurance.
- Kathy Loup – Yes
 - Jolene Passmore - Yes
 - John Waisanen – Yes
 - Susanne Kniskern – Yes
 - Motion carried
4. Motion by John Waisanen and seconded by Jolene Passmore to approve the purchase of signage for Superior Township boardwalk/park area posting; day use only for boats, reserved sign for WGLPA, and no wake zones with the purchase amount not to exceed \$500.
- Kathy Loup – Yes
 - Jolene Passmore – Yes
 - John Waisanen – Yes
 - Susanne Kniskern – Yes
 - Motion carried
5. Motion by Kathy Loup and seconded by John Waisanen to approve Land Division Policy.
- Kathy Loup – Yes
 - Jolene Passmore – Yes
 - John Waisanen – Yes
 - Susanne Kniskern – Yes
 - Motion carried
6. Motion by John Waisanen and seconded by Kathy Loup to construct a policy regarding individual board member meeting requests. If any entity requests a meeting on behalf of the Superior Township board, that member whose attendance is requested is to bring said request with information regarding the meeting to the board for approval. If board finds entity meeting beneficial, they will appoint two members to represent the Superior Township board to attend.
- Kathy Loup – Yes
 - Jolene Passmore – Yes
 - John Waisanen – Yes
 - Susanne Kniskern – Yes

- Motion carried

Old Business Motions:

1. Motion by John Waisanen and seconded by Kathy Loup to approve Sign Ordinance change.
 - Kathy Loup – Yes
 - Jolene Passmore – Yes
 - John Waisanen – Yes
 - Susanne Kniskern – Yes
 - Motion carried
2. Motion by Kathy Loup and seconded by Susanne Kniskern to extend listing for bids on the modular home located at 10100 W. Lake Street Loop through August 31, 2024.
 - Kathy Loup – Yes
 - Jolene Passmore – Yes
 - John Waisanen – Yes
 - Susanne Kniskern – Yes
 - Motion carried

Fire Report:

2. Motion by Susanne Kniskern and seconded by John Waisanen to add Rich access to fire hall cameras and change key code.
 - 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 John Waisanen to approve revised Parks Advisory Committee donation letter.
 - Kathy Loup – Yes
 - Jolene Passmore – Yes
 - John Waisanen – Yes
 - Susanne Kniskern – Yes
 - Motion carried

Clerk's Report:

1. Motion by Susanne Kniskern and seconded by Kathy Loup to approve the May 2024 clerk's report in the amount of \$52,695.45.
 - 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 burial certificates for Eavou, Mullen, McDonald, Tremblay, Tremblay, Demerse, Bickham.
 - Kathy Loup – Yes
 - Jolene Passmore – Yes
 - John Waisanen – Yes
 - Susanne Kniskern – Yes
 - Motion carried
3. Motion by Susanne Kniskern and seconded by John Waisanen to approve the Township board sign cemetery deeds for Eavou & Tremblay.
 - Kathy Loup – Yes
 - Jolene Passmore – Yes
 - John Waisanen – Yes
 - Susanne Kniskern – Yes
 - Motion carried

Treasurer's Report:

1. Motion by Susanne Kniskern and seconded by Jolene Passmore to approve the May 2024 treasurer's report in the amount of \$1,024,897.04.
 - Kathy Loup – Yes
 - Jolene Passmore – Yes
 - John Waisanen – Yes
 - Susanne Kniskern – Yes
 - Motion carried

Adjournment:

- Motion by Susanne Kniskern and seconded by Kathy Loup to adjourn the meeting at 7:16pm.
 - Kathy Loup – Yes
 - Jolene Passmore – Yes
 - John Waisanen – Yes
 - Susanne Kniskern – Yes
 - Motion carried

A handwritten signature in black ink, appearing to read "Jolene Passmore". The signature is written in a cursive style with a large, looped initial "J".

07/03/2024 03:03 PM
 User: SUSANNE
 DB: Superior Townsh

CHECK REGISTER FOR SUPERIOR TOWNSHIP
 CHECK DATE FROM 06/01/2024 - 06/30/2024
 STATUS FILTER: Cleared

Check Date	Bank	Check	App	Vendor	Vendor Name	Description	Amount
06/05/2024	GENOP	521169(E)	AP	0141	SOO COOP CREDIT UNION		390.50
06/11/2024	GENOP	521174	AP	0375	CLOVERLAND ELECTRIC CO-OP		2,611.75
06/05/2024	GENOP	521175	AP	0375	CLOVERLAND ELECTRIC CO-OP		994.51
06/17/2024	GENOP	521176	AP	0420	AT&T		181.40
06/05/2024	GENOP	521177	AP	0141	SOO COOP CREDIT UNION		2,239.11
Total of 62 Checks:							62,407.10
Less 1 Void Checks:							2,239.11
Total of 61 Disbursements:							60,167.99

Check Date	Bank	Check	App	Vendor	Vendor Name	Description	Amount
06/17/2024	GENOP	9388	AP	0725	CHRISTEN DAVIS	HALL RENTAL DEPOSIT REFUND	100.00
06/21/2024	GENOP	9297	PR	00192	BUSHA , LORI		51.41
06/21/2024	GENOP	9304	PR	0091	LOUP, KATHY		135.15
06/21/2024	GENOP	9309	PR	00101	SUTTON, JAMES		57.26
06/24/2024	GENOP	9312	AP	0412	BAY MART	FUEL	885.31
06/24/2024	GENOP	9313	AP	0358	DETOUR VILLAGE SEWER DEPT	WATER TESTING	860.00
06/24/2024	GENOP	9314	AP	0319	GAYLOR-THOMPSON SALES	CAP-FUEL, REATCHETING	30.75
06/24/2024	GENOP	9315	AP	0300	JOHN HANCOCK	RETIREMENT CONTRIBUTIONS FOR PLAN YEAR E	10,553.55
06/24/2024	GENOP	9316	AP	0227	MICHIGAN RURAL WATER ASSOC	ANNUAL DUES	550.00
06/24/2024	GENOP	9317	AP	0255	NAPA AUTO PARTS	U BOLT	56.50
06/24/2024	GENOP	9319	AP	0183	PARKER'S ACE HARDWARE	SILICONE GLUE	117.13
06/24/2024	GENOP	9321	AP	0663	WILLIAM LIPPOMEN	FIRE DEPT JEEP REPAIRS	50.00

Total of 12 Checks:
Less 0 Void Checks:
Total of 12 Disbursements:

13,447.06
0.00
13,447.06

Total June 2024
\$ 73,615.05

SK

CHECK REGISTER FOR SUPERIOR TOWNSHIP
CHECK DATE FROM 06/01/2023 - 06/30/2024
STATUS FILTER: Open

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
04/28/2024	GENOP	9170	AP	0713	MARILYN YON	REFUND FOR 5/2023 BANNER JAMES GORDIE LY	60.00
06/17/2024	GENOP	9288	AP	0725	CHRISTEN DAVIS	HALL RENTAL DEPOSIT REFUND	100.00
06/21/2024	GENOP	9297	PR	00192	BUSHA, LORI		51.41
06/21/2024	GENOP	9304	PR	0091	LOUP, KATHY		135.15
06/21/2024	GENOP	9309	PR	00101	SUTTON, JAMES		57.26
06/24/2024	GENOP	9312	AP	0412	BAY MART	FUEL	885.31
06/24/2024	GENOP	9313	AP	0358	DETOUR VILLAGE SEWER DEPT	WATER TESTING	860.00
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06/24/2024	GENOP	9315	AP	0300	JOHN HANCOCK	RETIREMENT CONTRIBUTIONS FOR PLAN YEAR E	10,553.55
06/24/2024	GENOP	9316	AP	0227	MICHIGAN RURAL WATER ASSOC	ANNUAL DUES	550.00
06/24/2024	GENOP	9317	AP	0255	NAPA AUTO PARTS	U BOLT	56.50
06/24/2024	GENOP	9319	AP	0183	PARKER'S ACE HARDWARE	SILICONE GLUE	117.13
06/24/2024	GENOP	9321	AP	0663	WILLIAM LIPPONEN	FIRE DEPT JEEP REPAIRS	50.00
Total of 16 Checks:							14,382.03
Less 0 Void Checks:							0.00
Total of 16 Disbursements:							14,382.03

Total o/s Checks

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

SCCU General Fund (1.000% APY)

			Interest	
Checking Account 7610	\$	448,255.41	\$ 365.75	
Savings Account	\$	5.00		
				\$ 448,260.41
GL Breakdown by Departments				
101-000-001.50 General Fund	\$	162,267.98		
210-000-001.50 Special Funds/Depot Expenses	\$	514.77		
590-000-001.50 Sewer Fund	\$	72,037.95		
591-000-001.50 Water Fund	\$	199,052.68		
Subtotal:	\$	<u>433,873.38</u>		
Outstanding checks	\$	<u>14,382.03</u>		
Subtotal:	\$	<u>448,255.41</u>		
Outstanding Deposits/OS Misc Adj	\$	<u>-</u>		
	\$	448,255.41		

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

Checking Account 2670	Int accrued qrtly	\$ 25.28	\$ 0.01	
Savings Account		\$ 5.02		
				\$ 30.30

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

Checking Account 1820	Int accrued qrtly	\$ 584.35	\$ 0.07	
Savings Account		\$ 5.01		
				\$ 589.36

4Front (0.050% APY)

Savings Account 7944	\$	25,144.95	\$ 1.03	\$ 25,144.95
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UP Credit Union

Sewer Fund (0.15 to .80% tiered rate)

Savings Account 148-2	\$	251,434.24	\$ 154.47	\$ 251,434.24
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Total Interest Earned June

\$ 1,657.06

***4Front 4.89%**

APY 5.00%

CD - Water Dept	12 mos	MD 07/26/2024	\$ 138,907.52	
Interest earned	June		\$ 558.29	

Initial Investment \$133,303.33 on 07/26/2023

OLM/4Front CD Interest To Date

\$ 13,891.29

*Soo CoOp 4.31%	APY 4.40%	\$	52,580.94		
CD - Water Dept	18 mos	MD 9/1/2024			
Interest earned	June		\$	192.48	\$ 52,773.42
Initial Investment \$50K on 03/01/2023					
*Soo CoOp 4.31%	APY 4.40%	\$	52,580.94		
CD - Sewer Dept	18 mos	MD 9/1/2024			
Interest earned	June		\$	192.48	\$ 52,773.42
Initial Investment \$50K on 03/01/2023					
*Soo CoOp 4.31%	APY 4.40%	\$	52,580.94		
CD - General Op	18 mos	MD 9/1/2024			
Interest earned	June		\$	192.48	\$ 52,773.42
Initial Investment \$50K on 03/01/2023					
Soo CoOp CD's Interest To Date				<u>\$ 8,320.26</u>	
Bank Accounts & 4Front CD		\$	864,925.07	\$	864,925.07
Soo CoOp CD's		\$	158,320.26	\$	158,320.26
Total Funds		\$	<u>1,014,925.07</u>	\$	<u>1,014,925.07</u>

Prepared by: Susanne Kniskern, Treasurer

*Not for general township use.