

**Superior Township
Regular Board Meeting Minutes
Tuesday, May 28, 2024**

Prepared by Jolene Passmore, Clerk

Call meeting to order: by William Munsell @ 6pm

Pledge of Allegiance

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

Public Comment: Cindy Vansloten inquired on public comment why it's at the beginning of the meeting and not at the end or throughout the meeting. William Munsell explained and indicated her inquiry was noted.

Approval of Agenda:

- Motion by John Waisanen and seconded by William Munsell to add Park & Recs update by Lori Busha under "Reports" agenda list as #3.
 - Kathy Loup – Yes
 - Jolene Passmore – Yes
 - John Waisanen – Yes
 - Susanne Kniskern – Yes
 - William Munsell – Yes
 - Motion carried
- Motion by Kathy Loup and seconded by Jolene Passmore to approve the May 28, 2024 agenda.
 - Kathy Loup – Yes
 - Jolene Passmore – Yes
 - John Waisanen – Yes
 - Susanne Kniskern – Yes
 - William Munsell – Yes
 - Motion carried

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

- Motion by John Waisanen and seconded by Kathy Loup to approved the April 23, 2024 meeting minutes.
 - Kathy Loup – Yes
 - Jolene Passmore – Yes
 - John Waisanen – Yes
 - Susanne Kniskern – Yes
 - William Munsell – Abstained
 - Motion carried

New Business Motions:

1. Motion by Susanne Kniskern and seconded by John Waisanen to enter closed session for the purpose “To consult with the Township’s attorney regarding trial strategy in connection with the pending litigation of Amy and Danial Jere v Superior Township, et al, as discussion in open session would have a detrimental financial effect on the litigating position of the Township”.
 - Kathy Loup – Yes
 - Jolene Passmore – Yes
 - John Waisanen – Yes
 - Susanne Kniskern – Yes
 - William Munsell – Yes
 - Motion carried
2. Motion by William Munsell and seconded by Susanne Kniskern to enter back into public session.
 - Kathy Loup – Yes
 - Jolene Passmore – Yes
 - John Waisanen – Yes
 - Susanne Kniskern – Yes
 - William Munsell – Yes
 - Motion carried
3. Motion by Susanne Kniskern and seconded by Kathy Loup to add Jolene Passmore as “Signing Authority” for Group retirement resolution.
 - Kathy Loup – Yes
 - Jolene Passmore – Abstained
 - John Waisanen – Yes
 - Susanne Kniskern – Yes
 - William Munsell – Yes
 - Motion carried
4. Motion by William Munsell and seconded by John Waisanen to approve the DPW to purchase parts for repairs to the system without coming to the board in the amount not to exceed \$1000.
 - Kathy Loup – Yes
 - Jolene Passmore – Yes
 - John Waisanen – Yes
 - Susanne Kniskern – Yes
 - William Munsell – Yes
 - Motion carried
5. Motion by John Waisanen and seconded by Susanne Kniskern to approve directions for Veteran’s Park Monument QR code process to be placed on Township website and Veteran Banner Facebook page. QR coding to add Veterans has no cost to Township/residents/families.
 - Kathy Loup – Yes
 - Jolene Passmore – Yes
 - John Waisanen – Yes
 - Susanne Kniskern – Yes
 - William Munsell – Yes
 - Motion carried

New Business Motions Continued:

6. Motion by John Waisanen and seconded by Kathy Loup to approve Spring Clean Up Program June 10th – June 13th, following GFL's new procedure. Township residents can obtain 1 voucher worth \$30 for the first 350lb load paid by the Township. Residents can obtain 1 voucher per parcel owned, and will then bring their 350lb load to GFL. Anything over 350lbs is \$.08 per pound to be paid by resident.
 - Kathy Loup – Yes
 - Jolene Passmore – Yes
 - John Waisanen – Yes
 - Susanne Kniskern – Yes
 - William Munsell – Yes
 - Motion carried
7. Motion by William Munsell and seconded by Susanne Kniskern to approve up to \$400 for MTA Election Training for the clerk's office.
 - Kathy Loup – Yes
 - Jolene Passmore – Abstained
 - John Waisanen – Yes
 - Susanne Kniskern – Yes
 - William Munsell – Yes
 - Motion carried
8. Motion by John Waisanen and seconded by William Munsell to table Western Pilots Association Docking request to the June 25, 2024 meeting in order for letters to be drafted and presented to the board on exact needs for the temporary docking.
 - Kathy Loup – Yes
 - Jolene Passmore – Yes
 - John Waisanen – Yes
 - Susanne Kniskern – Yes
 - William Munsell – Yes
 - Motion carried
9. Motion by Kathy Loup and seconded by William Munsell to accept Susanne Kniskern resignation from the Water Board.
 - Kathy Loup – Yes
 - Jolene Passmore – Yes
 - John Waisanen – Yes
 - Susanne Kniskern – Abstained
 - William Munsell – Yes
 - Motion carried
10. Motion by Kathy Loup and seconded by Jolene Passmore to appoint William Munsell to the Water Board.
 - Kathy Loup – Yes
 - Jolene Passmore – Yes
 - John Waisanen – Yes
 - Susanne Kniskern – Yes
 - William Munsell – Abstained

- Motion carried
- 11. Motion by Susanne Kniskern and seconded by William Munsell to add Cindy Wilson to Park's Committee.
 - Kathy Loup – Yes
 - Jolene Passmore – Yes
 - John Waisanen – Yes
 - Susanne Kniskern – Yes
 - William Munsell – Yes
 - Motion carried

Old Business Motions:

1. Motion by John Waisanen and seconded by Susanne Kniskern to extend listing for bids on the modular home located at 10100 W. Lake Street Loop through June 21, 2024.
 - Kathy Loup – Yes
 - Jolene Passmore – Yes
 - John Waisanen – Yes
 - Susanne Kniskern – Yes
 - William Munsell – Yes
 - Motion carried

Fire Report:

1. Motion by John Waisanen and seconded by Susanne Kniskern to approve up to \$8000 for required annual maintenance of 6 VFD vehicles.
 - Kathy Loup – Yes
 - Jolene Passmore – Yes
 - John Waisanen – Yes
 - Susanne Kniskern – Yes
 - William Munsell – Yes
 - Motion carried
2. Motion by Susanne Kniskern and seconded by Kathy Loup to accept the Waisanen family donation of \$2500 to the Superior Township VFD.
 - Kathy Loup – Yes
 - Jolene Passmore – Yes
 - John Waisanen – Abstained
 - Susanne Kniskern – Yes
 - William Munsell – Yes
 - Motion carried

Park & Recs Report:

1. Motion by Susanne Kniskern and seconded by Jolene Passmore for committee to create Park & Rec Facebook page, with messaging/comments turned off, maintained by Park & Rec committee, but Twp Clerk will hold password in office. Link to FB will be added to Superior Twp website.
 - Kathy Loup – Yes
 - Jolene Passmore – Yes

- John Waisanen – Yes
- Susanne Kniskern – Yes
- William Munsell – Yes
- Motion carried

Clerk's Report:

1. Motion by Susanne Kniskern and seconded by Kathy Loup to approve the April 2024 clerk's report in the amount of \$51,551.19.
 - Kathy Loup – Yes
 - Jolene Passmore – Yes
 - John Waisanen – Yes
 - Susanne Kniskern – Yes
 - William Munsell – Yes
 - Motion carried
2. Motion by Susanne Kniskern and seconded by William Munsell to approve the Township board sign cemetery deeds for Kinsella, Schwiderson & Demerse.
 - Kathy Loup – Yes
 - Jolene Passmore – Yes
 - John Waisanen – Yes
 - Susanne Kniskern – Yes
 - William Munsell – Yes
 - Motion carried

Treasurer's Report:

1. Motion by Susanne Kniskern and seconded by Kathy Loup to approve the April 2024 treasurer's report in the amount of \$982,750.97.
 - Kathy Loup – Yes
 - Jolene Passmore – Yes
 - John Waisanen – Yes
 - Susanne Kniskern – Yes
 - William Munsell – Yes
 - Motion carried

Adjournment:

- Motion by Susanne Kniskern and seconded by John Waisanen to adjourn the meeting at 7:30pm.
 - Kathy Loup – Yes
 - Jolene Passmore – Yes
 - John Waisanen – Yes
 - Susanne Kniskern – Yes
 - William Munsell – Yes
 - Motion carried



Check Date	Bank	Check	App	Vendor	Vendor Name	Description	Amount
05/05/2024	GENOP	9194	AP	0723	CHECKR INC	FIRE FIGHTER BACKGROUND CHECK	62.49
05/05/2024	GENOP	9195	AP	0375	CLOVERLAND ELECTRIC CO-OP	63010100 CEMETERY RACO	30.00
05/05/2024	GENOP	9196	AP	0217	NATIONAL OFFICE PRODUCTS	CONTRACT INVOICES	327.08
05/05/2024	GENOP	9197	AP	0581	QUADIENT FINANCE USA, INC	POSTAGE	280.00
05/05/2024	GENOP	9198	AP	0169	RICHARD PHILLIPS	SEWER JETTER	2,811.40
05/05/2024	GENOP	9199	AP	0034	SUSANNE KNISKERN	PETTY CASH	250.00
05/05/2024	GENOP	9200	AP	0098	US BANK EQUIPMENT FINANCE	CONTRACT PAYMENT	128.14
05/07/2024	GENOP	9202	AP	0144	GFL ENVIRONMENTAL USA INC	TRASH	169.35
05/07/2024	GENOP	9203	AP	0384	HIAWATHA TELEPHONE CO	PHONES	478.63
05/07/2024	GENOP	9204	AP	0034	SUSANNE KNISKERN	PHONES	35.25
05/10/2024	GENOP	9205	PR	00192	BUSHA, LORI	PETTY CASH	48.45
05/10/2024	GENOP	9206	PR	00180	HARRIS, MASON		788.65
05/10/2024	GENOP	9207	PR	00188	HARRIS, MAURICE		74.01
05/10/2024	GENOP	9208	PR	00163	HOORNSTRA, LYLE		1,276.78
05/10/2024	GENOP	9209	PR	00187	HOORNSTRA, LYLE		417.16
05/10/2024	GENOP	9210	PR	193	KNISKERN -GUINN, SUSANNE		433.21
05/10/2024	GENOP	9211	PR	00102	KNISKERN -GUINN, SUSANNE		855.83
05/10/2024	GENOP	9212	PR	0091	LEDERGERBER, CHRISTINE		77.89
05/10/2024	GENOP	9213	PR	00167	LOUP, KATHY		424.19
05/10/2024	GENOP	9215	PR	00083	MONSELL, WILLIAM		1,409.82
05/10/2024	GENOP	9216	PR	200	PHILLIPS, RICHARD		543.56
05/09/2024	GENOP	9217	PR	0412	WILSON, CYNTHIA		210.67
05/09/2024	GENOP	9218	AP	0351	BAY MART	FUEL	17.63
05/09/2024	GENOP	9219	AP	0724	DTE ENERGY	GAS	4,915.50
05/09/2024	GENOP	9220	AP	0460	FAHEY SCHULTZ BURZYCH RHODES PLC	LEGAL MATTERS	937.08
05/15/2024	GENOP	9221	AP	0662	WILLIAM MONSELL	EDUCATION/TRAINING/LODGING/MILEAGE	84.00
05/15/2024	GENOP	9222	AP	0388	CHARTER COMMUNICATIONS	PO BOX 366 ANNUAL FEE	119.98
05/15/2024	GENOP	9223	AP	0358	DETOUR VILLAGE SEWER DEPT	INTERNET	430.00
05/15/2024	GENOP	9224	AP	0351	DTE ENERGY	WATER TESTING	65.52
05/15/2024	GENOP	9225	AP	0300	JOHN HANCOCK	1/1/2024 - 3/31/24 FEES/CHARGES	835.53
05/15/2024	GENOP	9226	AP	0183	PARKER'S ACE HARDWARE	BATTERIES	25.98
05/15/2024	GENOP	9227	AP	0182	PRINTING SYSTEMS, INC	AP LASER CHECKS	188.90
05/15/2024	GENOP	9228	AP	0186	U.S POSTAL SERVICE	ANNUAL PO BOX 366 FEE	84.00
05/20/2024	GENOP	9229	AP	0133	CITY OF SAULT STE. MARIE	COLIFORM WATER ANALYSIS	22.00
05/20/2024	GENOP	9230	AP	0300	JOHN HANCOCK	1/1 - 3/31-24 CHARGES/FEES	377.90
05/20/2024	GENOP	9231	AP	0676	LORI BUSH	Z&P MAP	10.00
05/24/2024	GENOP	9232	AP	0217	NATIONAL OFFICE PRODUCTS	OFFICE SUPPLIES	18.99
05/24/2024	GENOP	9234	PR	00192	BUSHA, LORI		121.06
05/24/2024	GENOP	9236	PR	00180	HARRIS, MASON		653.08
05/24/2024	GENOP	9237	PR	00188	HARRIS, MAURICE		74.00
05/24/2024	GENOP	9238	PR	00163	HOORNSTRA, LYLE		1,193.46
05/24/2024	GENOP	9239	PR	00187	KNISKERN -GUINN, SUSANNE		415.71
05/24/2024	GENOP	9240	PR	193	KNISKERN -GUINN, SUSANNE		427.71
05/24/2024	GENOP	9241	PR	00102	LEDERGERBER, CHRISTINE		855.84
05/24/2024	GENOP	9244	PR	0193	OLSWAY, MARK		57.27
05/24/2024	GENOP	9246	PR	00083	PHILLIPS, RICHARD		1,317.71
05/24/2024	GENOP	9247	PR	200	WILSON, CYNTHIA		471.12
05/28/2024	GENOP	9248	AP	0336	ETNA SUPPLY COMPANY	MANHOLE REPAIRS	5,201.00
05/28/2024	GENOP	9249	AP	0336	ETNA SUPPLY COMPANY	MANHOLE REPAIRS	5,201.00
05/06/2024	GENOP	521167(E)	AP	0420	AT&T		181.40
05/02/2024	GENOP	521169	AP	0667	STATE OF MICHIGAN		2,120.74
05/02/2024	GENOP	521170	AP	0667	UNITED STATES TREASURY		2,264.48
05/02/2024	GENOP	521171	AP	0667	UNITED STATES TREASURY		6,119.37
05/02/2024	GENOP	521172	AP	0667	UNITED STATES TREASURY		6,063.59
05/07/2024	GENOP	521173	AP	0375	CLOVERLAND ELECTRIC CO-OP		2,786.37

Total of 55 Checks:

54,800.48

*Manhole 2024
 521173 2,786.37*

Check Date	Bank	Check	App	Vendor	Vendor Name	Description	Amount
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Less 5 Void Checks:
 Total of 50 Disbursements:

11,571.53
 43,228.95

Check Date	Bank	Check	App	Vendor	Vendor Name	Description	Amount
Bank GENOP GENERAL OPERATING							
05/10/2024	GENOP	9214	PR	00182	PASSMORE, JOLENE		424.19
05/24/2024	GENOP	9233	PR	194	BERTRAM, SHERRY		57.27
05/24/2024	GENOP	9235	PR	1988	COMPO, DIANNE		57.27
05/24/2024	GENOP	9242	PR	0091	LOUP, KATHY		77.89
05/24/2024	GENOP	9243	PR	00167	MONSELL, WILLIAM		424.18
05/24/2024	GENOP	9245	PR	00182	PASSMORE, JOLENE		424.18
05/28/2024	GENOP	9250	AP	0336	EMVA SUPPLY COMPANY	FRAMES	5,201.00
05/28/2024	GENOP	9251	AP	0480	FRED FELEPPA, ATTORNEY AT LAW	LEGAL SERVICES	1,692.00
05/28/2024	GENOP	9252	AP	0224	MICHIGAN TOWNSHIP ASSOCIATION	ANNUAL MTA DUES 7/1/24 - 6/30/25	1,108.52
Total of 9 Checks:							9,466.50
Less 0 Void Checks:							0.00
Total of 9 Disbursements:							9,466.50

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
04/09/2024	GENOP	9097	AP	0133	CITY OF SAULT STE. MARIE	WATER ANALYSIS	44.00
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
04/28/2024	GENOP	9177	AP	0697	TERRI GRAHAM	REFUND FOR 10/2022 BANNER KEN GRAHAM	60.00
05/10/2024	GENOP	9214	PR	00182	PASSMORE, JOLENE		424.19
05/24/2024	GENOP	9233	PR	194	BERTRAM, SHERRY		57.27
05/24/2024	GENOP	9235	PR	1988	COMPO, DIANNE		57.27
05/24/2024	GENOP	9242	PR	0091	LOUP, KATHY		77.89
05/24/2024	GENOP	9243	PR	00167	MUNSELL, WILLIAM		424.18
05/24/2024	GENOP	9245	PR	00182	PASSMORE, JOLENE		424.18
05/28/2024	GENOP	9250	AP	0336	ETNA SUPPLY COMPANY	FRAMES	5,201.00
05/28/2024	GENOP	9251	AP	0480	FRED FELEPPA, ATTORNEY AT LAW	LEGAL SERVICES	1,692.00
05/28/2024	GENOP	9252	AP	0224	MICHIGAN TOWNSHIP ASSOCIATION	ANNUAL MTA DUES 7/1/24 - 6/30/25	1,108.52

Total of 15 Checks: 10,505.47
 Less 1 Void Checks: 44.00
 Total of 14 Disbursements: 10,461.47

total o/s checks

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

SCCU General Fund (1.000% APY)

			Interest	
Checking Account 7610	\$	458,941.25	\$ 366.96	
Savings Account	\$	5.00		
				\$ 458,946.25
GL Breakdown by Departments				
101-000-001.50 General Fund	\$	148,405.84		
210-000-001.50 Special Funds/Depot Expenses	\$	564.91		
590-000-001.50 Sewer Fund	\$	87,073.52		
591-000-001.50 Water Fund	\$	212,997.76		
Subtotal:	\$	449,042.03		
Outstanding checks	\$	10,461.47		
Subtotal:	\$	459,503.50		
Outstanding Deposits/OS Misc Adj	\$	562.25		
	\$	458,941.25		

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

Checking Account 2670	Int accrued qrtly	\$ 25.27	\$ -	
Savings Account		\$ 5.02		
				\$ 30.29

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

Checking Account 1820	Int accrued qrtly	\$ 584.28	\$ -	
Savings Account		\$ 5.01		
				\$ 589.29

4Front (0.050% APY)

Savings Account 7944	\$	25,143.92	\$ 1.07	\$	25,143.92
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UP Credit Union

Sewer Fund (0.15 to .80% tiered rate)

Savings Account 148-2	\$	251,279.77	\$ 159.52	\$	251,279.77
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Total Interest Earned May

\$ 1,658.90

***4Front 4.89%**

APY 5.00%

CD - Water Dept	12 mos	MD 07/26/2024	\$	138,333.00	
Interest earned	May		\$	574.52	\$
Initial Investment \$133,303.33 on 07/26/2023					138,907.52

OLM/4Front CD Interest To Date

\$ 13,333.00

*Soo CoOp 4.31%	APY 4.40%	\$	52,395.33		
CD - Water Dept	18 mos MD 9/1/2024				
Interest earned	May	\$	185.61	\$	52,580.94
Initial Investment \$50K on 03/01/2023					
*Soo CoOp 4.31%	APY 4.40%	\$	52,395.33		
CD - Sewer Dept	18 mos MD 9/1/2024				
Interest earned	May	\$	185.61	\$	52,580.94
Initial Investment \$50K on 03/01/2023					
*Soo CoOp 4.31%	APY 4.40%	\$	52,395.33		
CD - General Op	18 mos MD 9/1/2024				
Interest earned	May	\$	185.61	\$	52,580.94
Initial Investment \$50K on 03/01/2023					
Soo CoOp CD's Interest To Date				<u>\$ 7,742.82</u>	
Bank Accounts & 4Front CD		\$	874,897.04	\$	874,897.04
Soo CoOp CD's		\$	157,742.82	\$	157,742.82
Total Funds		<u>\$</u>	<u>1,024,897.04</u>	<u>\$</u>	<u>1,024,897.04</u>

Prepared by: Susanne Kniskern, Treasurer

***Not for general township use.**