Superior Township
Regular Board Meeting Minutes
Tuesday, February 24, 2026

Prepared by Jolene Passmore, Clerk

Call meeting to order: by Mike Fox @ 6:00pm

Pledge of Allegiance

Roll Call of Board Members Present: Cindy Vansloten - Absent, Amy Eddy, Jolene Passmore, Mike Fox, Jim Sutton

Public Comment: Lori Busha Zoning Administrator will be gone from Mar 20th – Early May 2026, will need Twp employee to take pictures and measurements if needed.

Approval of Agenda:

- Motion by Jim Sutton and seconded by Amy Eddy to approve the February 24, 2026 agenda.
  - Amy Eddy – Yes
  - Jolene Passmore – Yes
  - Mike Fox - Yes
  - Jim Sutton – Yes
  - Motion carried

Approval of minutes:

- Motion by Amy Eddy and seconded by Jim Sutton to approve the regular board January 27, 2026 meeting minutes.
  - Amy Eddy – Yes
  - Jolene Passmore – Yes
  - Mike Fox - Yes
  - Jim Sutton – Yes
  - Motion carried

New Business Motions:

- Discussion on Fire Hydrant repair invoice, has been repaired and invoice paid. Will not invoice out to resident.
- Discussion on MI Rural Water Rate assessment will set a date for a special meeting to hold for public.
- Motion by Amy Eddy and seconded by Jolene Passmore to adopt MTA Principles of Governance.
  - Amy Eddy – Yes
  - Jolene Passmore – Yes
  - Mike Fox - Yes
  - Jim Sutton – Yes
  - Motion carried

- Motion by Jolene Passmore and seconded by Amy Eddy to approve registration costs up to $1600 for board members to attend MTA conference.
    - Amy Eddy – Yes
    - Jolene Passmore – Yes
    - Mike Fox - Yes
    - Jim Sutton – Yes
    - Motion carried
- Motion by Jolene Passmore and seconded by Amy Eddy to approve hotel costs up to $2500 for board members to attend MTA conference in Traverse City.
    - Amy Eddy – Yes
    - Jolene Passmore – Yes
    - Mike Fox - Yes
    - Jim Sutton – Yes
    - Motion carried
- Motion by Jim Sutton and seconded by Amy Eddy to approve the 2026/2027 regular board meeting schedule.
    - Amy Eddy – Yes
    - Jolene Passmore – Yes
    - Mike Fox - Yes
    - Jim Sutton – Yes
    - Motion carried
- Motion by Amy Eddy and seconded by Jim Sutton to approve the 2026/2027 water/sewer board meeting schedule.
    - Amy Eddy – Yes
    - Jolene Passmore – Yes
    - Mike Fox - Yes
    - Jim Sutton – Yes
    - Motion carried
- Motion by Jim Sutton and seconded by Amy Eddy to approve the 2026/2027 regular board meeting schedule.
    - Amy Eddy – Yes
    - Jolene Passmore – Yes
    - Mike Fox - Yes
    - Jim Sutton – Yes
    - Motion carried
- Motion by Amy Eddy and seconded by Jolene Passmore to approve the 2026/2027 Zoning/Planning board meeting schedule.
    - Amy Eddy – Yes
    - Jolene Passmore – Yes
    - Mike Fox - Yes
    - Jim Sutton – Yes
    - Motion carried
- Motion by Amy Eddy and seconded by Jim Sutton to approve the 2026/2027 Zoning Board of Appeals bi-annual meeting schedule.

- Amy Eddy – Yes
- Jolene Passmore – Yes
- Mike Fox - Yes
- Jim Sutton – Yes
- Motion carried

- Motion by Jolene Passmore and seconded by Mike Fox to approve the transfer of Sewer fund from UP State Credit Union to First National Bank.
  - Amy Eddy – Yes
  - Jolene Passmore – Yes
  - Mike Fox - Yes
  - Jim Sutton – Yes
  - Motion carried
- Discussion on getting quotes from National Office products to hold Zoom conferences for board meetings for TV's and sound system.
- Motion by Jolene Passmore and seconded by Amy Eddy to approve job posting for part-time/on-call office administrator to be posted on Township website, Township FB and at Township Hall for 1 week.
  - Amy Eddy – Yes
  - Jolene Passmore – Yes
  - Mike Fox - Yes
  - Jim Sutton – Yes
  - Motion carried

Old Business Motions:

- Motion by Jolene Passmore and seconded by Amy Eddy to adopt the revised Superior Township personnel policy.
  - Amy Eddy – Yes
  - Jolene Passmore – Yes
  - Mike Fox - Yes
  - Jim Sutton – Yes
  - Motion carried
- Motion by Jolene Passmore and seconded by Amy Eddy to approve Floodplain Ordinance with updated information.
  - Amy Eddy – Yes
  - Jolene Passmore – Yes
  - Mike Fox - Yes
  - Jim Sutton – Yes
  - Motion carried
- Motion by Amy Eddy and seconded by Jim Sutton to adopt MI Community Resolution and intergovernmental agreement to manage Floodplain development for NFIP.
  - Amy Eddy – Yes
  - Jolene Passmore – Yes
  - Mike Fox - Yes
  - Jim Sutton – Yes

    - Motion carried
- Motion by Amy Eddy and seconded by Jolene Passmore to approve to pay remaining balance of $2250.35 to Rudyard Electric for invoice #7875.
    - Amy Eddy – Yes
    - Jolene Passmore – Yes
    - Mike Fox - Yes
    - Jim Sutton – Yes
    - Motion carried

Fire Report:

- Discussion on fire runs and training.
- Discussion on recruitment of volunteers.

Parks Committee:

- Motion by Amy Eddy and seconded by Mike Fox to approve the resolution of support of 2026-2031 Superior Township Recreation Plan.
    - Amy Eddy – Yes
    - Jolene Passmore – Yes
    - Mike Fox - Yes
    - Jim Sutton – Yes
    - Motion carried

Water Board:

-Discussion on local restaurant sewer disconnect.
-Discussion on consultant for sewer project.

Clerk's Report:

1. Motion by Jolene Passmore and seconded by Amy Eddy to approve the January 2026 clerk's report in the amount of $78,366.43.
    - Amy Eddy – Yes
    - Jolene Passmore – Yes
    - Mike Fox - Yes
    - Jim Sutton – Yes
    - Motion carried

Treasurer's Report:

1. Motion by Amy Eddy and seconded by Jolene Passmore to approve the January 2026 treasurer's report in the amount of $1,555,452.69.
    - Amy Eddy – Yes
    - Jolene Passmore – Yes
    - Mike Fox - Yes
    - Jim Sutton – Yes
    - Motion carried

Adjournment:

- Motion by Jolene Passmore and seconded by Amy Eddy to adjourn the meeting at 8:09pm.
    - Amy Eddy – Yes
    - Jolene Passmore – Yes
    - Mike Fox - Yes
    - Jim Sutton – Yes
    - Motion carried

CHECK REGISTER FOR SUPERIOR TOWNSHIP
CHECK DATE FROM 02/01/2026 - 02/28/2026
STATUS FILTER: Cleared

Bank GENOP GENERAL OPERATING

Check Date	Bank	Check	App	Vendor	Vendor Name	Description	Amount
02/06/2026	GENOP	521282(E)	AP	0351	DTE ENERGY	GAS	2,168.83
02/06/2026	GENOP	521283(E)	AP	0375	CLOVERLAND ELECTRIC CO-OP	ELECTRIC	4,256.71
02/06/2026	GENOP	521284(E)	AP	0420	AT&T	CELL	91.33
02/11/2026	GENOP	10548	AP	0099	USA BLUEBOOK	FLAGS FOR FIRE HYDRANTS	532.60
02/11/2026	GENOP	10549	AP	0133	CITY OF SAULT STE. MARIE	WATER ANALYSIS	24.00
02/11/2026	GENOP	10550	AP	0144	GFL ENVIRONMENTAL USA INC	TRASH	196.65
02/11/2026	GENOP	10552	AP	0217	NATIONAL OFFICE PRODUCTS	COMPUTER	1,356.98
02/11/2026	GENOP	10553	AP	0255	NAPA AUTO PARTS	HYDRANT FLAGS	160.33
02/11/2026	GENOP	10554	AP	0300	JOHN HANCOCK	RETIREMENT	857.58
02/11/2026	GENOP	10555	AP	0334	EUP REGIONAL PLANNING & DEVELOPMENT	GIS & INVOICE 2026-001 REC PLAN MAP	450.00
02/11/2026	GENOP	10556	AP	0384	HIAWATHA TELEPHONE CO	PHONE	660.31
02/11/2026	GENOP	10557	AP	0388	CHARTER COMMUNICATIONS	INTERNET	119.99
02/11/2026	GENOP	10558	AP	0664	JASON CLOW	SUPPLIES FOR FIRE TRAINING/MEETING	296.32
02/11/2026	GENOP	10559	AP	0742	MES SERVICE COMPANY LLC	STRETCHER/BACKBOARD	1,183.00
02/12/2026	GENOP	521280(E)	AP	IRS	UNITED STATES TREASURY		1,526.78
02/13/2026	GENOP	10560	PR	00057	BEAUNE, WILLIAM		22.59
02/13/2026	GENOP	10561	PR	00192	BUSHA , LORI		9.07
02/13/2026	GENOP	10562	PR	00500	CHARTRAND, CHRISTINE		453.85
02/13/2026	GENOP	10563	PR	00520	CLOW, JASON		1,434.75
02/13/2026	GENOP	10564	PR	0521	CLOW, JASON		110.13
02/13/2026	GENOP	10565	PR	0595	EDDY, AMY		416.89
02/13/2026	GENOP	10566	PR	00165	FOX, MICHAEL		416.89
02/13/2026	GENOP	10567	PR	00188	HARRIS, MAURICE		96.77
02/13/2026	GENOP	10568	PR	00102	LEDERGERBER, CHRISTINE		881.41
02/13/2026	GENOP	10569	PR	00505	NOYCE, LARRY		1,329.00
02/13/2026	GENOP	10570	PR	00182	PASSMORE, JOLENE		424.18
02/13/2026	GENOP	10572	PR	250	VANSLOTEN, CYNTHIA		97.89
02/25/2026	GENOP	10591	AP	0141	SOO COOP CREDIT UNION	VISA	1,528.90
02/25/2026	GENOP	10602	AP	0791	LARRY NOYCE	MILEAGE/MEALS FOR TRAINING	412.07
02/26/2026	GENOP	521281(E)	AP	IRS	UNITED STATES TREASURY		1,674.16
02/27/2026	GENOP	10579	PR	0595	EDDY, AMY		416.90
02/27/2026	GENOP	10586	PR	00505	NOYCE, LARRY		1,486.90

Total of 32 Checks: 25,093.76
Less 0 Void Checks: 0.00
Total of 32 Disbursements: 25,093.76

Feb 2026 $ 38,473.40

CHECK REGISTER FOR SUPERIOR TOWNSHIP
CHECK DATE FROM 02/01/2026 - 02/28/2026
STATUS FILTER: Open

Bank GENOP GENERAL OPERATING

Check Date	Bank	Check	App	Vendor	Vendor Name	Description	Amount
02/11/2026	GENOP	10547	AP	0763	SHANNON SERGEIKO	TABLE RENTAL	25.00
02/11/2026	GENOP	10551	AP	0163	RUDYARD ELECTRICAL SERVICE INC	GENERATOR WIRING - BOARD APPROVAL AMOUNT	3,000.00
02/13/2026	GENOP	10571	PR	00101	SUTTON, JAMES		97.89
02/25/2026	GENOP	10590	AP	0099	USA BLUEBOOK	TAPE	78.62
02/25/2026	GENOP	10592	AP	0163	RUDYARD ELECTRICAL SERVICE INC	BALANCE DUE	2,250.35
02/25/2026	GENOP	10593	AP	0217	NATIONAL OFFICE PRODUCTS	OFFICE SUPPLIES/ASSESSOR ROLL	51.94
02/25/2026	GENOP	10594	AP	0224	MICHIGAN TOWNSHIP ASSOCIATION	BOOK WITH DISCOUNT	15.30
02/25/2026	GENOP	10595	AP	0255	NAPA AUTO PARTS	DPW SUPPLIES	23.98
02/25/2026	GENOP	10596	AP	0300	JOHN HANCOCK	RETIREMENT	568.84
02/25/2026	GENOP	10597	AP	0412	BAY MART	FUEL	569.96
02/25/2026	GENOP	10598	AP	0439	AIRGAS USA LLC	WATER SUPPLIES	104.76
02/25/2026	GENOP	10599	AP	0444	ACCIDENT FUND INSURANCE CO OF AMER	WORMANS COMP	365.35
02/25/2026	GENOP	10600	AP	0580	KCI	ASSESSMENT NOTICES	1,353.31
02/25/2026	GENOP	10601	AP	0739	FP MAILING SOLUTIONS	INK CARTRIDGE	161.50
02/27/2026	GENOP	10573	PR	196	BUSHA, JAMES		57.27
02/27/2026	GENOP	10574	PR	00192	BUSHA , LORI		144.77
02/27/2026	GENOP	10575	PR	00500	CHARTRAND, CHRISTINE		453.84
02/27/2026	GENOP	10576	PR	00515	CHESEBRO, MARK		120.05
02/27/2026	GENOP	10577	PR	00520	CLOW, JASON		1,336.34
02/27/2026	GENOP	10578	PR	0521	CLOW, JASON		110.13
02/27/2026	GENOP	10580	PR	00165	FOX, MICHAEL		416.90
02/27/2026	GENOP	10581	PR	00069	FREEDMAN, DEBRA		94.52
02/27/2026	GENOP	10582	PR	00188	HARRIS, MAURICE		96.77
02/27/2026	GENOP	10583	PR	00102	LEDERGERBER, CHRISTINE		881.42
02/27/2026	GENOP	10584	PR	0091	LOUP, KATHY		151.79
02/27/2026	GENOP	10585	PR	00167	MUNSELL, WILLIAM		57.27
02/27/2026	GENOP	10587	PR	00182	PASSMORE, JOLENE		424.19
02/27/2026	GENOP	10588	PR	00101	SUTTON, JAMES		155.16
02/27/2026	GENOP	10589	PR	250	VANSLOTEN, CYNTHIA		212.42

Total of 29 Checks: 13,379.64
Less 0 Void Checks: 0.00
Total of 29 Disbursements: 13,379.64

CHECK REGISTER FOR SUPERIOR TOWNSHIP
CHECK DATE FROM 04/01/2025 - 02/28/2026
STATUS FILTER: Open

Bank GENOP GENERAL OPERATING

Check Date	Bank	Check	App	Vendor	Vendor Name	Description	Amount
04/11/2025	GENOP	9906	PR	00165	FOX, MICHAEL		416.89
12/30/2025	GENOP	10475	AP	MISC	DONNELLY, JAMES	UB refund for account: 531	38.55
12/30/2025	GENOP	10476	AP	MISC	DONNELLY, JAMES	UB refund for account: 532	38.55
01/02/2026	GENOP	10467	PR	0193	OLSWAY, MARK		57.27
01/16/2026	GENOP	10493	PR	00188	HARRIS, MAURICE		96.77
02/11/2026	GENOP	10547	AP	0763	SHANNON SERGEIKO	TABLE RENTAL	25.00
02/11/2026	GENOP	10551	AP	0163	RUDYARD ELECTRICAL SERVICE INC	GENERATOR WIRING - BOARD APPROVAL AMOUNT	3,000.00
02/13/2026	GENOP	10571	PR	00101	SUTTON, JAMES		97.89
02/25/2026	GENOP	10590	AP	0099	USA BLUEBOOK	TAPE	78.62
02/25/2026	GENOP	10592	AP	0163	RUDYARD ELECTRICAL SERVICE INC	BALANCE DUE	2,250.35
02/25/2026	GENOP	10593	AP	0217	NATIONAL OFFICE PRODUCTS	OFFICE SUPPLIES/ASSESSOR ROLL	51.94
02/25/2026	GENOP	10594	AP	0224	MICHIGAN TOWNSHIP ASSOCIATION	BOOK WITH DISCOUNT	15.30
02/25/2026	GENOP	10595	AP	0255	NAPA AUTO PARTS	DPW SUPPLIES	23.98
02/25/2026	GENOP	10596	AP	0300	JOHN HANCOCK	RETIREMENT	568.84
02/25/2026	GENOP	10597	AP	0412	BAY MART	FUEL	569.96
02/25/2026	GENOP	10598	AP	0439	AIRGAS USA LLC	WATER SUPPLIES	104.76
02/25/2026	GENOP	10599	AP	0444	ACCIDENT FUND INSURANCE CO OF AMER	WORMANS COMP	365.35
02/25/2026	GENOP	10600	AP	0580	KCI	ASSESSMENT NOTICES	1,353.31
02/25/2026	GENOP	10601	AP	0739	FP MAILING SOLUTIONS	INK CARTRIDGE	161.50
02/27/2026	GENOP	10573	PR	196	BUSHA, JAMES		57.27
02/27/2026	GENOP	10574	PR	00192	BUSHA , LORI		144.77
02/27/2026	GENOP	10575	PR	00500	CHARTRAND, CHRISTINE		453.84
02/27/2026	GENOP	10576	PR	00515	CHESEBRO, MARK		120.05
02/27/2026	GENOP	10577	PR	00520	CLOW, JASON		1,336.34
02/27/2026	GENOP	10578	PR	0521	CLOW, JASON		110.13
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02/27/2026	GENOP	10581	PR	00069	FREEDMAN, DEBRA		94.52
02/27/2026	GENOP	10582	PR	00188	HARRIS, MAURICE		96.77
02/27/2026	GENOP	10583	PR	00102	LEDERGERBER, CHRISTINE		881.42
02/27/2026	GENOP	10584	PR	0091	LOUP, KATHY		151.79
02/27/2026	GENOP	10585	PR	00167	MUNSELL, WILLIAM		57.27
02/27/2026	GENOP	10587	PR	00182	PASSMORE, JOLENE		424.19
02/27/2026	GENOP	10588	PR	00101	SUTTON, JAMES		155.16
02/27/2026	GENOP	10589	PR	250	VANSLOTEN, CYNTHIA		212.42

Total of 34 Checks: 14,027.67
Less 0 Void Checks: 0.00
Total of 34 Disbursements: 14,027.67

Treasurer's Report
Superior Township
Month Ending February 2026

			Bank Accounts/CD's	Interest	General Ledger
SCCU General Fund (1.000% APY)					
Checking Account 7610			$ 647,533.80	$ 468.92	*See GL Breakdown by Dept.
Savings Account			$ 250.04	$ -	GL 101-000-002.00
					$ 647,783.84
***GL Breakdown by Departments**					
101-000-001.50 General Fund			$ 215,060.48		
210-000-001.50 Special Funds/Depot Expenses			$ (2,487.19)		
590-000-001.50 Sewer Fund			$ 95,209.52		
591-000-001.50 Water Fund			$ 331,691.21		
Subtotal:			$ 639,474.02		
Outstanding checks			$ 14,027.67		
Subtotal:			$ 653,501.69		
Outstanding Deposits/OS Misc Adj			$ 5,967.89		
			$ 647,533.80		
***SCCU Tax Fund (.050% APY)**					
Checking Account 2670		Int accrued	$ 115,576.40	$ -	GL 703-000-001.00
Savings Account			$ 5.02		GL 703-000-002-00
					$ 115,581.42
***SCCU Fireman's Account (0.050% APY)**			+		
Checking Account 1820		Int accrued	$ 195.96	$ -	GL 211-000-001.00
Savings Account			$ 5.01		GL 211-000-002.00
					$ 200.97
FNBOA 3.2%	3.20%	APY 3.25%			GL 206-000-003.00
Savings Account 0849			$ 25,425.42	$ 62.26	$ 25,425.42
UP State Credit Union					
Sewer Fund (0.15 to .80% tiered rate)					GL 590-000-002.00
Preferred Funds Account 148-2			$ 255,661.50	$ 195.91	
Savings Account			$ 5.00		$ 255,666.50
Total Interest Earned February				$ 1,755.42	
FNBOA 3.8%	3.80%	APY 3.85%	$ 206,002.41		GL 591-000-002.05
CD - Water Dept	3 months	MD 3/10/26			
Interest earned February				$ 662.71	$ 206,002.41
Initial Investment $202,580.95 on 9/10/25					
3100728470					
FNBOA 3.8%	3.80%	APY 3.85%	$ 56,826.03		GL 590-000-002.05
CD - Sewer Dept	3 months	MD 3/10/26			
Interest earned February				$ 182.81	$ 56,826.03
Initial Investment $55,882.22 on 9/10/25					
3100728462					
FNBOA 3.8%	3.80%	APY 3.85%	$ 56,826.03		GL 101-000-002.05
CD - General Op	3 months	MD 3/10/26			
Interest earned February				$ 182.81	$ 56,826.03
3100728454					
Initial Investment $55,882.22 on 9/10/25					
CD's Interest To Date				$ 5,309.08	
Total CD's			$ 319,654.47		$ 319,654.47
Bank Accounts & CD's			$ 1,683,967.09		$ 1,683,967.09
Total Funds			$ 1,683,967.09		$ 1,683,967.09

Prepared by: Amy Eddy, Treasurer

***Not for general township use.**