

Approved Minutes
SUPERIOR TOWNSHIP WATER BOARD MINUTES
December 16, 2025

The meeting was called to order at 4:30 pm by Bill Munsell

The Pledge of Allegiance was said.

Roll Call of Board Members: Bill Munsell, Kathy Loup, Jim Busha and Jim Sutton.

Motion by Kathy Loup, supported by Jim Busha to excuse Rachel Lyons. The Motion was approved.

Others Present: Frank Toms, Larry Noyce and Jason Clow from DPW and Erin Satchell, head of construction from the Bay Mills Tribe.

Public Comment: None

Approval of the Agenda: **Motion** by Bill Munsell, supported by Kathy Loup to approve the agenda. The Motion was approved.

Approval of the Water Board Minutes from November 18, 2025: **Motion** by Jim Busha, supported by Jim Sutton to approve the minutes from November 18, 2025. The Motion was approved.

DPW Report and Updates: The DPW report is attached as presented by Larry Noyce. In addition to the report, an update on the lagoon dumping and levels was given by Frank and Larry. Mike Fox, Supervisor, met with the Bay Mills Tribe for updates on the sewer system upgrades. Erin Sachel will inquire with the Tribe on generators for Lift Stations 5 & 6 along with what is needed for connections. Documentation is being logged for work by the DPW being done at the lagoon in order to properly bill the Tribe for their agreed 33%.

Old Business: The Verizon contract matter has been tabled until the January meeting.

The cost schedule for re-hookups for parcels that had been previously disconnected from the water system was discussed.

Motion by Bill Munsell, supported by Jim Sutton to recommend to the Township Board that non-seasonal re-hookups be charged the basic hookup charge plus additional time and materials by the DPW. The motion was approved.

It was suggested to look into consulting an engineering firm for guidance on the sewer system upgrades.

Motion by Bill Munsell, supported by Kathy Loup to ask Frank to contact EGLE to invite Jay Parent or Tom Asumus to come to the January Water Board meeting to assist in developing a plan. The motion was approved.

The Township Board has approved the purchase of a hydrant for \$3418.42 plus installation charges for well house #3 not to exceed a certain amount named by the Township Board. Mike Fox will do the installation.

Erin Satchell will discuss with Rachel Lyons about the authority of checking on the grease trap at Pickles Restaurant.

DPW crew will attend a class to obtain 'confined space' certification to have the ability to remove large obstructions from manholes.

The Township will enforce the Superior township Water Ordinance #19, Section 10 (payment for use of the system) regarding late charges and the shut off policy for nonpayment.

The Township will cover the cost of Hepatitis A and Tetanus immunizations for all DPW employees.

New Business: It was recommended that the Township Board approve any classes in January that Larry will need to become a licensed operator per his employment requirements.

Adjournment: Motion by Kathy Loup, supported by Jim Busha to adjourn the meeting at 5:42. The Motion was approved.