Superior Township
Regular Board Meeting Minutes
Tuesday, November 25, 2025

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, Amy Eddy, Jolene Passmore, Mike Fox
Absent - Jim Sutton

Public Comment:

Approval of Agenda:

- Motion by Amy Eddy and seconded by Cindy Vansloten to approve the November 25, 2025, agenda.
    - Cindy Vansloten - Yes
    - Amy Eddy – Yes
    - Jolene Passmore – Yes
    - Mike Fox - Yes
    - Motion carried

Approval of minutes:

- Motion by Amy Eddy and seconded by Mike Fox to approve the Regular Board meeting minutes for October 28, 2025.
    - Cindy Vansloten - Yes
    - Amy Eddy – Yes
    - Jolene Passmore – Abstain
    - Mike Fox - Yes
    - Motion carried
- Motion by Amy Eddy and seconded by Mike Fox to approve the Special Board meeting minutes November 6, 2025.
    - Cindy Vansloten - Yes
    - Amy Eddy – Yes
    - Jolene Passmore – Abstain
    - Mike Fox - Yes
    - Motion carried
- Motion by Cindy Vansloten and seconded by Amy Eddy to approve the Special Board meeting minutes November 12, 2025.
    - Cindy Vansloten - Yes
    - Amy Eddy – Yes
    - Jolene Passmore – Abstain
    - Mike Fox - Yes

- Motion carried

New Business Motions:

- Motion by Amy Eddy and seconded by Cindy Vansloten to approve up to $500 for maps by EUP for Parks & Rec Committee.
    - Cindy Vansloten - Yes
    - Amy Eddy – Yes
    - Jolene Passmore – Yes
    - Mike Fox - Yes
    - Motion carried
- Discussion on Parks & Rec Committee will be holding a fundraiser in Dec wrapping gifts; date/time to be determined for posting on Township website and Facebook.
- Motion by Amy Eddy and seconded by Cindy Vansloten to approve the assessor proposal from KCI for assessment notices in the amount of $1502.63.
    - Cindy Vansloten – Yes
    - Amy Eddy – Yes
    - Jolene Passmore – Yes
    - Mike Fox - Yes
    - Motion carried
- Motion by Jolene Passmore and seconded by Cindy Vansloten to approve the duplicate printer to be purchased by Amy Eddy paid by check to Superior Township for the same amount charged to Township Visa $159.99 & tax, instead of the Township having to pay $25 to return back to Amazon.
    - Cindy Vansloten – Yes
    - Amy Eddy – Yes
    - Jolene Passmore – Yes
    - Mike Fox - Yes
    - Motion carried
- Motion by Jolene Passmore and seconded by Amy Eddy to approve the DPW employees maintain & use 1 email amongst them for all to have access, as the Township only pays for a limited amount of space for emails.
    - Cindy Vansloten – Yes
    - Amy Eddy – Yes
    - Jolene Passmore – Yes
    - Mike Fox - Yes
    - Motion carried
- Motion by Amy Eddy and seconded by Cindy Vansloten to approve the cost of required vaccines for all DPW employees if they choose to obtain the vaccines.
    - Cindy Vansloten – Yes
    - Amy Eddy – Yes
    - Jolene Passmore – Yes
    - Mike Fox - Yes
    - Motion carried

Old Business Motions:

- Discussion on MABIS agreement – tabled for 2 more board members to read agreement in detail.
- Discussion on Jere settlement, all board members & Township attorney read the settlement, no action can be taken by Superior Township board to rescind or take any action on the settlement.
- Motion by Amy Eddy and seconded by Mike Fox to table Patricia Bunchek request to waive outstanding W/S bill to investigate further.
    - Cindy Vansloten – Yes
    - Amy Eddy – Yes
    - Jolene Passmore – Yes
    - Mike Fox - Yes
    - Motion carried

Fire Report:

- Discussion on runs and training.
- Motion by Mike Fox and seconded by Cindy Vansloten to approve for Superior Township VFD to return the 1955 power wagon tanker back to DNR.
    - Cindy Vansloten – Yes
    - Amy Eddy – Yes
    - Jolene Passmore – Yes
    - Mike Fox - Yes
    - Motion carried
- Motion by Jolene Passmore and seconded by Amy Eddy to approve research with At&t cost of phone for Superior Township Fire Chief with First Net service.
    - Cindy Vansloten – Yes
    - Amy Eddy – Yes
    - Jolene Passmore – Yes
    - Mike Fox - Yes
    - Motion carried

Parks Committee:

Water Board:

- Motion by Mike Fox and seconded by Amy Eddy to approve the purchase of a fire hydrant & all parts for well house #3 with the amount not to exceed $5500.
    - Cindy Vansloten – Yes
    - Amy Eddy – Yes
    - Jolene Passmore – Yes
    - Mike Fox - Yes
    - Motion carried
- Motion by Amy Eddy and seconded by Cindy Vansloten to approve the DPW Dept to investigate the abundance of grease and debris in Lift Station #5 near pickles.
    - Cindy Vansloten – Yes

- Amy Eddy – Yes
  - Jolene Passmore – Yes
  - Mike Fox - Yes
  - Motion carried
- Motion by Mike Fox and seconded by Amy Eddy to approve DPW employees to take "confined space training" in order to remove large obstructions from 2 manholes on M-221. Mike Fox will research the training and assist DPW employees with obstruction removal.
  - Cindy Vansloten – Yes
  - Amy Eddy – Yes
  - Jolene Passmore – Yes
  - Mike Fox - Yes
  - Motion carried
- Motion by Jolene Passmore and seconded by Amy Eddy to approve W/S Board meeting time change from 5:00pm to 4:30pm on Dec 16, 2025.
  - Cindy Vansloten – Yes
  - Amy Eddy – Yes
  - Jolene Passmore – Yes
  - Mike Fox - Yes
  - Motion carried
- Discussion on Superior Township Water Ordinance #19, section 10 regarding penalties/late fees were believed not to be charged to past due customers. There is a 1% penalty applied only to past due customers.

Supervisor's Report:

Clerk's Report:

1. Motion by Jolene Passmore and seconded by Amy Eddy to approve the October 2025 clerk's report in the amount of $32,441.71.
   - Cindy Vansloten - Yes
   - Amy Eddy – Yes
   - Jolene Passmore – Yes
   - Mike Fox - Yes
   - Motion carried

Treasurer's Report:

- Motion by Amy Eddy and seconded by Jolene Passmore to approve the October 2025 treasurer's report in the amount of $1,580,925.87.
  - Cindy Vansloten - Yes
  - Amy Eddy – Yes
  - Jolene Passmore – Yes
  - Mike Fox - Yes
  - Motion carried

Public Comment: Bill Munsell gave update on Lion's Club lights.

Adjournment:

- Motion by Mike Fox and seconded by Jim Sutton to adjourn the meeting at 7:15pm.
    - Cindy Vansloten - Yes
    - Amy Eddy – Yes
    - Jolene Passmore – Yes
    - Mike Fox - Yes
    - Motion carried

Jane Passell

CHECK REGISTER FOR SUPERIOR TOWNSHIP
CHECK DATE FROM 11/01/2025 - 11/30/2025
STATUS FILTER: Cleared

Check Date	Bank	Check	App	Vendor	Vendor Name	Description	Amount
Bank GENOP GENERAL OPERATING							
11/04/2025	GENOP	10347	AP	0396	BS&A	ANNUAL CONTRACT	4,315.00
11/04/2025	GENOP	10348	AP	0777	CINDY VANSLOTEN	ZONING/PLANNING TRAINING	348.90
11/04/2025	GENOP	10349	AP	0238	EGLE	ANNUAL FEE	1,068.95
11/04/2025	GENOP	10350	AP	0303	HOORNSTRA TECHNOLOGIES, LLC	REVISED CAMERA INVOICE	800.00
11/04/2025	GENOP	10351	AP	0300	JOHN HANCOCK	RETIREMENT	1,096.31
11/04/2025	GENOP	10352	AP	0250	MARK'S TIRE	TRUCK TIRES	5,180.26
11/04/2025	GENOP	10353	AP	0255	NAPA AUTO PARTS	CORE DEPOSIT	72.38
11/04/2025	GENOP	10354	AP	0217	NATIONAL OFFICE PRODUCTS	PAPER	354.24
11/04/2025	GENOP	10355	AP	0099	USA BLUEBOOK	LAGOON SUPPLIES	1,260.06
11/04/2025	GENOP	10356	AP	0092	VISA	VISA	399.45
11/05/2025	GENOP	521265(E)	AP	IRS	UNITED STATES TREASURY		1,561.93
11/06/2025	GENOP	521262(E)	AP	0420	AT&T	CELL	91.48
11/07/2025	GENOP	10331	PR	00192	BUSHA , LORI		13.77
11/07/2025	GENOP	10332	PR	00500	CHARTRAND, CHRISTINE		428.12
11/07/2025	GENOP	10333	PR	00520	CLOW, JASON		110.13
11/07/2025	GENOP	10334	PR	0595	EDDY, AMY		416.90
11/07/2025	GENOP	10335	PR	00165	FOX, MICHAEL		416.89
11/07/2025	GENOP	10336	PR	00188	HARRIS, MAURICE		88.10
11/07/2025	GENOP	10337	PR	00102	LEDERGERBER, CHRISTINE		873.27
11/07/2025	GENOP	10338	PR	0091	LOUP, KATHY		37.27
11/07/2025	GENOP	10339	PR	00510	LYONS, RACHEL		60.03
11/07/2025	GENOP	10340	PR	00167	MUNSELL, WILLIAM		57.26
11/07/2025	GENOP	10341	PR	00505	NOYCE, LARRY		1,613.23
11/07/2025	GENOP	10342	PR	00182	PASSMORE, JOLENE		424.19
11/07/2025	GENOP	10343	PR	00101	SUTTON, JAMES		155.15
11/07/2025	GENOP	10344	PR	00507	THARP JR, JOHN		490.76
11/07/2025	GENOP	10345	PR	00063	TOMS, FRANK		774.84
11/07/2025	GENOP	10346	PR	250	VANSLOTEN, CYNTHIA		97.89
11/09/2025	GENOP	521260(E)	AP	0375	CLOVERLAND ELECTRIC CO-OP	ELECTRIC	3,084.25
11/10/2025	GENOP	521264(E)	AP	0739	FP MAILING SOLUTIONS		200.00
11/17/2025	GENOP	521261(E)	AP	0351	DTE ENERGY	GAS	632.77
11/19/2025	GENOP	10360	AP	0761	DAVE CHRISTIE	VFD FOOD FOR TRAININGS	102.89
11/19/2025	GENOP	10362	AP	0782	EMILY TACKABERRY	BANNER REFUND	10.55
11/19/2025	GENOP	10363	AP	0144	GFL ENVIRONMENTAL USA INC	FALL CLEANUP	1,933.64
11/19/2025	GENOP	10364	AP	0384	HIAWATHA TELEPHONE CO	PHONE	485.24
11/19/2025	GENOP	10366	AP	0664	JASON CLOW	LAGOON	3.50
11/19/2025	GENOP	10372	AP	0255	NAPA AUTO PARTS	HALL TOILET PARTS	151.82
11/19/2025	GENOP	10373	AP	0217	NATIONAL OFFICE PRODUCTS	SERVICE CALL	80.00
11/19/2025	GENOP	10375	AP	0099	USA BLUEBOOK	GLOVES	227.95
11/20/2025	GENOP	521266(E)	AP	IRS	UNITED STATES TREASURY		1,541.41
11/21/2025	GENOP	10380	PR	00500	CHARTRAND, CHRISTINE		428.12
11/21/2025	GENOP	10381	PR	00520	CLOW, JASON		805.16
11/21/2025	GENOP	10382	PR	0595	EDDY, AMY		416.89
11/21/2025	GENOP	10383	PR	00165	FOX, MICHAEL		416.90
11/21/2025	GENOP	10385	PR	00188	HARRIS, MAURICE		88.10
11/21/2025	GENOP	10386	PR	00102	LEDERGERBER, CHRISTINE		873.27
11/21/2025	GENOP	10390	PR	00505	NOYCE, LARRY		1,455.33
11/21/2025	GENOP	10391	PR	00182	PASSMORE, JOLENE		424.18
11/21/2025	GENOP	10393	PR	250	VANSLOTEN, CYNTHIA		408.19
11/26/2025	GENOP	521263(E)	AP	0739	FP MAILING SOLUTIONS		700.00

Total of 50 Checks:	37,076.92
Less 0 Void Checks:	0.00
Total of 50 Disbursements:	37,076.92

Nov 2025 $42,022.14

12/23/2025 08:31 AM
User: JOLENE
DB: Superior Townsh

CHECK REGISTER FOR SUPERIOR TOWNSHIP
CHECK DATE FROM 11/01/2025 - 11/30/2025
STATUS FILTER: Open

Check Date	Bank	Check	App	Vendor	Vendor Name	Description	Amount
Bank GENOP GENERAL OPERATING							
11/19/2025	GENOP	10357	AP	0783	ALLEN CARRICK SR	BANNER REFUND	10.55
11/19/2025	GENOP	10358	AP	0412	BAY MART	FUEL	835.36
11/19/2025	GENOP	10359	AP	0388	CHARTER COMMUNICATIONS	INTERNET	239.98
11/19/2025	GENOP	10361	AP	0456	EMC INSURNACE COMPANIES	INSURANCE	181.00
11/19/2025	GENOP	10365	AP	0303	HOORNSTRA TECHNOLOGIES, LLC	SERVICE CALL	170.00
11/19/2025	GENOP	10367	AP	0779	JOANN LYONS	BANNER REFUND	10.55
11/19/2025	GENOP	10368	AP	0780	JOHN PEREZ	BANNER REFUND	10.55
11/19/2025	GENOP	10369	AP	0271	KINROSS CHARTER TOWNSHIP	LSF VACTOR RENTAL	1,601.45
11/19/2025	GENOP	10370	AP	0781	MELANIE LYONS	BANNER REFUND	15.55
11/19/2025	GENOP	10371	AP	0778	MELVIN SCHWIDERSON	BANNER REFUND	10.55
11/19/2025	GENOP	10374	AP	0784	REBECCA PARISH	BANNER REFUND	10.55
11/19/2025	GENOP	10376	AP	0752	XTREME TRUCK & TRAILER LLC	VFD VEHICLE	692.55
11/19/2025	GENOP	10377	AP	0783	ALLEN CARRICK SR	BANNER REFUND	10.55
11/21/2025	GENOP	10378	PR	196	BUSHA, JAMES		114.53
11/21/2025	GENOP	10379	PR	00192	BUSHA , LORI		142.40
11/21/2025	GENOP	10384	PR	00069	FREEDMAN, DEBRA		94.52
11/21/2025	GENOP	10387	PR	0091	LOUP, KATHY		209.06
11/21/2025	GENOP	10388	PR	00510	LYONS, RACHEL		120.06
11/21/2025	GENOP	10389	PR	00167	MUNSELL, WILLIAM		114.53
11/21/2025	GENOP	10392	PR	00101	SUTTON, JAMES		350.93

Total of 20 Checks:	4,945.22
Less 0 Void Checks:	0.00
Total of 20 Disbursements:	4,945.22

CHECK REGISTER FOR SUPERIOR TOWNSHIP
CHECK DATE FROM 04/01/2025 - 11/30/2025
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	
06/17/2025	GENOP	10058	AP	0255	NAPA AUTO PARTS	SUPPLIES	22.98	V
08/27/2025	GENOP	10230	AP	0763	SHANNON SERGEIKO	TABLE RENTAL	25.00	
11/19/2025	GENOP	10357	AP	0783	ALLEN CARRICK SR	BANNER REFUND	10.55	
11/19/2025	GENOP	10358	AP	0412	BAY MART	FUEL	835.36	
11/19/2025	GENOP	10359	AP	0388	CHARTER COMMUNICATIONS	INTERNET	239.98	
11/19/2025	GENOP	10361	AP	0456	EMC INSURNACE COMPANIES	INSURANCE	181.00	
11/19/2025	GENOP	10365	AP	0303	HOORNSTRA TECHNOLOGIES, LLC	SERVICE CALL	170.00	
11/19/2025	GENOP	10367	AP	0779	JOANN LYONS	BANNER REFUND	10.55	
11/19/2025	GENOP	10368	AP	0780	JOHN PEREZ	BANNER REFUND	10.55	
11/19/2025	GENOP	10369	AP	0271	KINROSS CHARTER TOWNSHIP	LSF VACTOR RENTAL	1,601.45	
11/19/2025	GENOP	10370	AP	0781	MELANIE LYONS	BANNER REFUND	15.55	
11/19/2025	GENOP	10371	AP	0778	MELVIN SCHWIDERSON	BANNER REFUND	10.55	
11/19/2025	GENOP	10374	AP	0784	REBECCA PARISH	BANNER REFUND	10.55	
11/19/2025	GENOP	10376	AP	0752	XTREME TRUCK & TRAILER LLC	VFD VEHICLE	692.55	
11/19/2025	GENOP	10377	AP	0783	ALLEN CARRICK SR	BANNER REFUND	10.55	
11/21/2025	GENOP	10378	PR	196	BUSHA, JAMES		114.53	
11/21/2025	GENOP	10379	PR	00192	BUSHA , LORI		142.40	
11/21/2025	GENOP	10384	PR	00069	FREEDMAN, DEBRA		94.52	
11/21/2025	GENOP	10387	PR	0091	LOUP, KATHY		209.06	
11/21/2025	GENOP	10388	PR	00510	LYONS, RACHEL		120.06	
11/21/2025	GENOP	10389	PR	00167	MUNSELL, WILLIAM		114.53	
11/21/2025	GENOP	10392	PR	00101	SUTTON, JAMES		350.93	

Total of 23 Checks:	5,410.09
Less 1 Void Checks:	22.98
Total of 22 Disbursements:	5,387.11

Treasurer's Report
Superior Township
Month Ending Novemberr 2025

SCCU General Fund (1.000% APY)		**Bank Accounts/CD's**	**Interest**	**General Ledger**
Checking Account 7610		$ **669,058.11**	$ 550.17	*See GL Breakdown by Dept.
Savings Account		$ 249.99	0	GL 101-000-002.00
				$ **669,308.10**
***GL Breakdown by Departments**				
101-000-001.50 General Fund		$ 194,534.34		
210-000-001.50 Special Funds/Depot Expense		$ (1,864.07)		
590-000-001.50 Sewer Fund		$ 135,036.71		
591-000-001.50 Water Fund		$ 336,228.96		
Subtotal:		$ 663,935.94		
Outstanding checks		$ 5,410.09		
Subtotal:		$ 669,346.03		
Outstanding Deposits/OS Misc Adj		$ 287.92		
		$ **669,058.11**		
***SCCU Tax Fund (.050% APY)**				
Checking Account 2670	Int accrued	$ 9,991.08	$ -	GL 703-000-001.00
Savings Account		$ 5.02		GL 703-000-002-00
				$ **9,996.10**
***SCCU Fireman's Account (0.050% AP' +**				
Checking Account 1820	Int accrued	$ 195.91	$ -	GL 211-000-001.00
Savings Account		$ 5.01		GL 211-000-002.00
				$ **200.92**
FNBOA APY 3.25%				GL 206-000-003.00
Savings Account 0849		$ 25,225.85	$ 55.16	$ **25,225.85**
UP State Credit Union				
Sewer Fund (0.15 to .80% tiered rate)				GL 590-000-002.00
Preferred Funds Account 148-2		$ 255,032.34	$ 209.40	
Savings Account		$ 5.00		$ **255,037.34**
Total Interest Earned November			$ **1,923.78**	
FNBOA 4.14%	**APY 4.2%**	$ 203,985.01		GL 591-000-002.05
CD - Water Dept 3 months	MD 12/10/25			
Interest earned October			$ 714.73	$ **203,985.01**
Initial Investment $202,580.95 on 9/10/25				
3.1E+09				
FNBOA 4.14%	**APY 4.2%**	$ 56,269.53		GL 590-000-002.05
CD - Sewer Dept 3 months	MD 12/10/25			
Interest earned October			$ 197.16	$ **56,269.53**
Initial Investment $55,882.22 on 9/10/25				
3.1E+09				
FNBOA 4.14%	**APY 4.2%**	$ 56,269.53		GL 101-000-002.05
CD - General Op 3 months	MD 12/10/25			
Interest earned October			$ 197.16	$ **56,269.53**
3.1E+09				
Initial Investment $55,882.22 on 9/10/25				
CD's Interest To Date			$ **1,109.05**	
Total CD's		$ 316,524.07		$ 316,524.07
Bank Accounts & CD's		$ 1,592,816.45		$ 1,592,816.45
Total Funds		$ **1,592,816.45**		$ **1,592,816.45**

Prepared by: Amy Eddy, Treasurer

***Not for general township use.**