Superior Township
Regular Board Meeting Minutes
Tuesday, September 23, 2025

Prepared by Jolene Passmore, Clerk

Call meeting to order: by Mike Fox @ 6:01pm

Pledge of Allegiance

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

Public Comment: Comment regarding fixing up boat launch by bridge for better access by laying down gravel. EAGLE will be contacted. Mike Fox will bring Skid steer for DPW employees to grade until EAGLE is contacted to fix up for next spring.

Approval of Agenda:

- Motion by Amy Eddy and seconded by Cindy Vansloten to approve the September 23, 2025, agenda.
  - Cindy Vansloten - Yes
  - Amy Eddy – Yes
  - Jolene Passmore – Yes
  - Mike Fox - Yes
  - Jim Sutton – Yes
  - Motion carried

Approval of minutes:

- Motion by Amy Eddy and seconded by Cindy Vansloten to approve the Public Hearing Flood Plain meeting minutes for August 26, 2025.
  - Cindy Vansloten - Yes
  - 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 Public Hearing Food Truck Ordinance meeting minutes August 26, 2025.
  - Cindy Vansloten - Yes
  - Amy Eddy – Yes
  - Jolene Passmore – Yes
  - Mike Fox - Yes
  - Jim Sutton – Yes
  - Motion carried

- Motion by Cindy Vansloten and seconded by Amy Eddy to approve the Regular Board meeting minutes August 26, 2025.
    - Cindy Vansloten - Yes
    - Amy Eddy – Yes
    - Jolene Passmore – Yes
    - Mike Fox - Yes
    - Jim Sutton – Yes
    - Motion carried
- Motion by Amy Eddy and seconded by Cindy Vansloten to approve the Special Board meeting minutes September 10, 2025.
    - Cindy Vansloten - Yes
    - Amy Eddy – Yes
    - Jolene Passmore – Yes
    - Mike Fox - Yes
    - Jim Sutton – Yes
    - Motion carried

New Business Motions:

- Motion by Jolene Passmore and seconded by Jim Sutton to approve Planning & Zoning Retreat for Cindy Vansloten & Lori Busha to attend paying for registration/travel/hotel fees.
    - Cindy Vansloten - Yes
    - Amy Eddy – Yes
    - Jolene Passmore – Yes
    - Mike Fox - Yes
    - Jim Sutton – Yes
    - Motion carried
- Motion by Jim Sutton and seconded by Cindy Vansloten to approve the urn burials of Avis McGuire & husband at Bay View Cemetery for this fall.
    - Cindy Vansloten – Yes
    - Amy Eddy – Yes
    - Jolene Passmore – Yes
    - Mike Fox - Yes
    - Jim Sutton – Yes
    - Motion carried
- Discussion on Speed limit sign for road from Brimley State Park to the bridge – Mike Fox will research.
- Motion by Jolene Passmore and seconded by Cindy Vansloten to approve the transfer of ESS funds from 4 Front Credit Union to First National Bank of Traverse City.
    - Cindy Vansloten – Yes
    - Amy Eddy – Yes
    - Jolene Passmore – Yes
    - Mike Fox - Yes
    - Jim Sutton – Yes
    - Motion carried

- Discussion regarding boat launch – Mike Fox will contact EAGLE and DPW employees will grade to allow boats to launch until plan is set for next year.

Old Business Motions:

- Cemetery trees were tabled until November to allow Mike Fox and DPW employees to mark trees and request bids for the trees/stumps to be removed.
- Sheet Piling tabled until November.
- Motion by Mike Fox and seconded by Cindy Vansloten to approve Hoornstra Technologies estimate for DPW cameras in the amount of $3700.
  - Cindy Vansloten – Yes
  - Amy Eddy – Yes
  - Jolene Passmore – Yes
  - Mike Fox - Yes
  - Jim Sutton – Yes
  - Motion carried
- BMIC Police camera tabled until hear from Chief Ron Carrick.
- Discussion on Verizon Lease Agreement to be sent to Township Attorney's to review.
- Motion by Mike Fox and seconded by Cindy Vansloten to approve an invoice be sent to Great Lakes Tower & Antenna for reimbursement of DPW employee hours and Roy Electric $1350.70 invoice due to them hitting power at the Water Tower on September 17, 2025.
  - Cindy Vansloten – Yes
  - Amy Eddy – Yes
  - Jolene Passmore – Yes
  - Mike Fox - Yes
  - Jim Sutton – Yes
  - Motion carried
- Discussion on Tree lighting to contact Northern Tree to trim tree – Jim Sutton will contact to schedule.

Fire Report:

- Discussion on runs and training.
- Motion by Jim Sutton and seconded by Cindy Vansloten to approve to pay Superior Township VFD Chief Jason Clow $250 per month.
  - Cindy Vansloten – Yes
  - Amy Eddy – Yes
  - Jolene Passmore – Yes
  - Mike Fox - Yes
  - Jim Sutton – Yes
  - Motion carried
- Motion by Amy Eddy and seconded by Cindy Vansloten to approve VFD Facebook page with Jason Clow, Ethan Laser and Chris Chartrand as Facebook Administrator's.
  - Cindy Vansloten – Yes
  - Amy Eddy – Yes

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

Parks Committee:

Water Board:

- Motion by Jim Sutton and seconded by Cindy Vansloten to approve the lay-off of Frank Tom's from DPW Dept. effective October 3, 2025. He will continue to assist Larry and John, he will only submit hours worked if needed.
  - Cindy Vansloten – Yes
  - 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 the adjustment of Ashely Jamros W/S bill if Oct 1, 2025 meter read is normal. The bill can be adjusted from April 1, 2024 through March 31, 2025 to owe the minimum $142.53. She will still owe any balance prior to 4/1/2024 and 2ndQ 2025 and current bills. She will need to sign a payment agreement to pay off the previous balances and current bill and abide by payment agreement to prevent disconnection. Copy of agreement will remain in her file, copy to her and copy mailed to property owner BMIC.
  - Cindy Vansloten – Yes
  - Amy Eddy – Yes
  - Jolene Passmore – Yes
  - Mike Fox - Yes
  - Jim Sutton – Yes
  - Motion carried
- Motion by Jim Sutton and seconded by Mike Fox to approve Crane Engineering estimate for LS3 telemetry in the amount of $12,400.
  - Cindy Vansloten – Yes
  - Amy Eddy – Yes
  - Jolene Passmore – Yes
  - Mike Fox - Yes
  - Jim Sutton – Yes
  - Motion carried
- Motion by Jim Sutton and seconded by Jolene Passmore to approve Peerless Midwest estimate for phase1 fiber and 2 wells in the amount of $30,426.
  - Cindy Vansloten – Yes
  - Amy Eddy – Yes
  - Jolene Passmore – Yes
  - Mike Fox - Yes

- Jim Sutton – Yes
- Motion carried

Supervisor's Report:

- Updates: still working on utilities for house demolition at Township Park. Still working with MDOT on sidewalks.

Clerk's Report:

1. Motion by Jolene Passmore and seconded by Amy Eddy to approve the August 2025 clerk's report in the amount of $43,791.99.
    - Cindy Vansloten - Yes
    - Amy Eddy – Yes
    - Jolene Passmore – Yes
    - Mike Fox - Yes
    - Jim Sutton – Yes
    - Motion carried

Treasurer's Report:

- Motion by Amy Eddy and seconded by Jolene Passmore to approve the August 2025 treasurer's report in the amount of $1,613,935.49.
    - Cindy Vansloten - Yes
    - Amy Eddy – Yes
    - Jolene Passmore – Yes
    - Mike Fox - Yes
    - Jim Sutton – Yes
    - Motion carried

Public Comment: None

Adjournment:

- Motion by Mike Fox and seconded by Jim Sutton to adjourn the meeting at 8:26pm.
    - Cindy Vansloten - Yes
    - Amy Eddy – Yes
    - Jolene Passmore – Yes
    - Mike Fox - Yes
    - Jim Sutton – Yes
    - Motion carried

CHECK REGISTER FOR SUPERIOR TOWNSHIP
CHECK DATE FROM 09/01/2025 - 09/30/2025
STATUS FILTER: Cleared

Check Date	Bank	Check	App	Vendor	Vendor Name	Description	Amount
Bank GENOP GENERAL OPERATING							
09/06/2025	GENOP	521245	AP	0420	AT&T	SEPT CELL	210.70
09/08/2025	GENOP	10232	AP	0439	AIRGAS USA LLC	CYLINDER LEASE RENEWAL	370.33
09/08/2025	GENOP	10233	AP	0412	BAY MART	JULY BAYMART FUEL	748.87
09/08/2025	GENOP	10234	AP	0388	CHARTER COMMUNICATIONS	INTERNET	359.97
09/08/2025	GENOP	10235	AP	0740	CRANE ENGINEERING	LS2 HATCH SWITCH	13,884.01
09/08/2025	GENOP	10236	AP	0771	CSI EMERGENCY APPARATUS LLC	PUMP SERVICE/TEST	740.00
09/08/2025	GENOP	10237	AP	0238	EGLE	ANNUAL WATER FEES	1,094.00
09/08/2025	GENOP	10238	AP	0329	EVERYTHING ELECTRIC SALES INC	VFD	39.89
09/08/2025	GENOP	10239	AP	0144	GFL ENVIRONMENTAL USA INC	TRASH	183.64
09/08/2025	GENOP	10240	AP	0384	HIAWATHA TELEPHONE CO	PHONE	480.25
09/08/2025	GENOP	10241	AP	0217	NATIONAL OFFICE PRODUCTS	CONTRACT	326.08
09/08/2025	GENOP	10242	AP	0099	USA BLUEBOOK	PH TESTER	176.40
09/08/2025	GENOP	10243	AP	0092	VISA	VISA	679.82
09/08/2025	GENOP	10256	AP	0676	LORI BUSHA	CERTIFIED MAIL	11.87
09/09/2025	GENOP	521250(E)	AP	IRS	UNITED STATES TREASURY		1,681.90
09/10/2025	GENOP	10257	AP	0670	CDW GOVERNMENT	TOWNSHIP EMAIL CONTRACT	4,844.16
09/10/2025	GENOP	10258	AP	0772	JOSHUA MORGAN	VFIS TRAINING 9/13/2025	350.00
09/10/2025	GENOP	521248(E)	AP	0375	CLOVERLAND ELECTRIC CO-OP	ELECTRIC	3,056.43
09/12/2025	GENOP	10244	PR	00192	BUSHA , LORI		33.04
09/12/2025	GENOP	10245	PR	00500	CHARTRAND, CHRISTINE		428.12
09/12/2025	GENOP	10246	PR	0595	EDDY, AMY		416.90
09/12/2025	GENOP	10247	PR	00165	FOX, MICHAEL		416.90
09/12/2025	GENOP	10248	PR	00188	HARRIS, MAURICE		88.10
09/12/2025	GENOP	10249	PR	00102	LEDERGERBER, CHRISTINE		873.27
09/12/2025	GENOP	10250	PR	00505	NOYCE, LARRY		1,481.64
09/12/2025	GENOP	10251	PR	00182	PASSMORE, JOLENE		424.19
09/12/2025	GENOP	10252	PR	00101	SUTTON, JAMES		97.88
09/12/2025	GENOP	10253	PR	00507	THARP JR, JOHN		888.00
09/12/2025	GENOP	10254	PR	00063	TOMS, FRANK		1,094.77
09/12/2025	GENOP	10255	PR	250	VANSLOTEN, CYNTHIA		97.89
09/24/2025	GENOP	10278	AP	0775	AMY EDDY	TABLE DEPOSIT REFUND	25.00
09/24/2025	GENOP	10279	AP	0776	BAUCKHAM, THALL, SEEBER, KAUFMAN	REVIEW OF MATERIALS	380.00
09/24/2025	GENOP	10282	AP	0739	FP MAILING SOLUTIONS	POSTAGE CONTRACT	92.85
09/24/2025	GENOP	10285	AP	0664	JASON CLOW	CPR CLASS FOR VFD 4 ATENDEES	24.00
09/24/2025	GENOP	10288	AP	0217	NATIONAL OFFICE PRODUCTS	COPY PAPER	60.50
09/24/2025	GENOP	10289	AP	0774	ROY ELECTRIC COMPANY INC	WATER TOWER	1,350.70
09/24/2025	GENOP	521251(E)	AP	0351	DTE ENERGY	GAS	303.08
09/26/2025	GENOP	10262	PR	00500	CHARTRAND, CHRISTINE		428.12
09/26/2025	GENOP	10264	PR	0595	EDDY, AMY		416.89
09/26/2025	GENOP	10267	PR	00188	HARRIS, MAURICE		88.10
09/26/2025	GENOP	10268	PR	00102	LEDERGERBER, CHRISTINE		873.26
09/26/2025	GENOP	10272	PR	00505	NOYCE, LARRY		1,358.84
09/26/2025	GENOP	10273	PR	00182	PASSMORE, JOLENE		424.18
09/26/2025	GENOP	10275	PR	00507	THARP JR, JOHN		1,082.46
09/26/2025	GENOP	10276	PR	00063	TOMS, FRANK		671.21
09/26/2025	GENOP	10277	PR	250	VANSLOTEN, CYNTHIA		310.31
09/30/2025	GENOP	521249(E)	AP	IRS	UNITED STATES TREASURY		1,865.90

Total of 47 Checks:	45,334.42
Less 0 Void Checks:	0.00
Total of 47 Disbursements:	45,334.42

Sept 2025 $52,666.27

10/26/2025 02:01 PM
User: JOLENE
DB: Superior Townsh

CHECK REGISTER FOR SUPERIOR TOWNSHIP
CHECK DATE FROM 09/01/2025 - 09/30/2025
STATUS FILTER: Open

Check Date	Bank	Check	App	Vendor	Vendor Name	Description	Amount
Bank GENOP GENERAL OPERATING							
09/24/2025	GENOP	10280	AP	0133	CITY OF SAULT STE. MARIE	WATER ANALYSIS	24.00
09/24/2025	GENOP	10281	AP	0336	ETNA SUPPLY COMPANY	CURB STOP OLD FIRE HALL	265.30
09/24/2025	GENOP	10283	AP	0674	GANNETT MICHIGAN LOCALIQ	NEWSPAPER PUBLISHINGS	76.22
09/24/2025	GENOP	10284	AP	0773	GREAT LAKES TV SEAL INC	SEAL LS3	4,650.00
09/24/2025	GENOP	10286	AP	0224	MICHIGAN TOWNSHIP ASSOCIATION	PLANNING & ZONING RETREAT 2 ATTENDEES	674.00
09/24/2025	GENOP	10287	AP	0255	NAPA AUTO PARTS	DPW SUPPLIES	179.72
09/26/2025	GENOP	10259	PR	00057	BEAUNE, WILLIAM		76.65
09/26/2025	GENOP	10260	PR	196	BUSHA, JAMES		57.26
09/26/2025	GENOP	10261	PR	00192	BUSHA , LORI		175.10
09/26/2025	GENOP	10263	PR	00515	CHESEBRO, MARK		120.05
09/26/2025	GENOP	10265	PR	00165	FOX, MICHAEL		416.89
09/26/2025	GENOP	10266	PR	00069	FREEDMAN, DEBRA		94.53
09/26/2025	GENOP	10269	PR	0091	LOUP, KATHY		151.79
09/26/2025	GENOP	10270	PR	00510	LYONS, RACHEL		60.02
09/26/2025	GENOP	10271	PR	00167	MUNSELL, WILLIAM		57.27
09/26/2025	GENOP	10274	PR	00101	SUTTON, JAMES		253.05

Total of 16 Checks:	7,331.85
Less 0 Void Checks:	0.00
Total of 16 Disbursements:	7,331.85

User: JOLENE
DB: Superior Townsh

CHECK REGISTER FOR SUPERIOR TOWNSHIP
CHECK DATE FROM 04/01/2025 - 09/30/2025
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
08/27/2025	GENOP	10230	AP	0763	SHANNON SERGEIKO	TABLE RENTAL	25.00
08/29/2025	GENOP	10215	PR	0091	LOUP, KATHY		37.27
09/24/2025	GENOP	10280	AP	0133	CITY OF SAULT STE. MARIE	WATER ANALYSIS	24.00
09/24/2025	GENOP	10281	AP	0336	ETNA SUPPLY COMPANY	CURB STOP OLD FIRE HALL	265.30
09/24/2025	GENOP	10283	AP	0674	GANNETT MICHIGAN LOCALIQ	NEWSPAPER PUBLISHINGS	76.22
09/24/2025	GENOP	10284	AP	0773	GREAT LAKES TV SEAL INC	SEAL LS3	4,650.00
09/24/2025	GENOP	10286	AP	0224	MICHIGAN TOWNSHIP ASSOCIATION	PLANNING & ZONING RETREAT 2 ATTENDEES	674.00
09/24/2025	GENOP	10287	AP	0255	NAPA AUTO PARTS	DPW SUPPLIES	179.72
09/26/2025	GENOP	10259	PR	00057	BEAUNE, WILLIAM		76.65
09/26/2025	GENOP	10260	PR	196	BUSHA, JAMES		57.26
09/26/2025	GENOP	10261	PR	00192	BUSHA , LORI		175.10
09/26/2025	GENOP	10263	PR	00515	CHESEBRO, MARK		120.05
09/26/2025	GENOP	10265	PR	00165	FOX, MICHAEL		416.89
09/26/2025	GENOP	10266	PR	00069	FREEDMAN, DEBRA		94.53
09/26/2025	GENOP	10269	PR	0091	LOUP, KATHY		151.79
09/26/2025	GENOP	10270	PR	00510	LYONS, RACHEL		60.02
09/26/2025	GENOP	10271	PR	00167	MUNSELL, WILLIAM		57.27
09/26/2025	GENOP	10274	PR	00101	SUTTON, JAMES		253.05

Total of 20 Checks:	7,833.99
Less 0 Void Checks:	0.00
Total of 20 Disbursements:	7,833.99

Treasurer's Report
Superior Township
Month Ending September 2025

SCCU General Fund (1.000% APY)		**Bank Accounts/CD's**	**Interest**	**General Ledger**
Checking Account 7610		**$ 595,110.54**	$ 519.27	*See GL Breakdown by Dept.
Savings Account		$ 11.46	6.46	GL 101-000-002.00
				$ 595,122.00
***GL Breakdown by Departments**				
101-000-001.50 General Fund		$ 205,398.53		
210-000-001.50 Special Funds/Depot Expense		$ (1,613.31)		
590-000-001.50 Sewer Fund		$ 86,944.23		
591-000-001.50 Water Fund		$ 296,547.10		
Subtotal:		$ 587,276.55		
Outstanding checks		$ 7,833.99		
Subtotal:		$ 595,110.54		
Outstanding Deposits/OS Misc Adj				
		$ 595,110.54		
***SCCU Tax Fund (.050% APY)**				
Checking Account 2670	Int accrued	$ 5,934.55	$ 12.90	GL 703-000-001.00
Savings Account		$ 5.02		GL 703-000-002-00
				$ 5,939.57
***SCCU Fireman's Account (0.050% AP**				
Checking Account 1820	Int accrued	$ 589.70	$ 0.07	GL 211-000-001.00
Savings Account		$ 5.01		GL 211-000-002.00
				$ 594.71
4Front (0.050% APY)				GL 206-000-002.00
Savings Account 7944		$ 25,170.69	$ 1.03	**$ 25,170.69**
UP State Credit Union				
Sewer Fund (0.15 to .80% tiered rate)				GL 590-000-002.00
Preferred Funds Account 148-2		$ 254,606.75	$ 209.04	
Savings Account		$ 5.00		**$ 254,611.75**
Total Interest Earned September			**$ 1,978.88**	
***SCCU 4.65% 1006**	APY 4.75%	$ 202,580.95		GL 591-000-002.04
CD - Water Dept 12 mos	MD 9/3/2025			
Interest earned September			$ 796.91	**$ 202,580.95**
Initial Investment $53,348 on 09/03/2024				
***SCCU 4.65% 1004**	APY 4.75%	$ 55,882.22		GL 590-000-002.04
CD - Sewer Dept 12 mos	MD 9/3/2025			
Interest earned September			$ 219.83	**$ 55,882.22**
Initial Investment $53,348K on 09/03/2024				
SCCU 4.65% 1005	APY 4.75%	$ 55,882.22		GL 101-000-002.04
CD - General Op 12 mos	MD 9/3/2025			
Interest earned September			$ 219.83	**$ 55,882.22**
Initial Investment $53,348K on 09/03/2024				
SCCU CD's Interest To Date			**$ 22,510.22**	
SCCU CD's		$ 314,345.39		$ 314,345.39
Bank Accounts & CD's		$ 1,510,129.50		$ 1,510,129.50
Total Funds		**$ 1,510,129.50**		**$ 1,510,129.50**

Prepared by: Amy Eddy, Treasurer

***Not for general township use.**