

**Superior Township
Regular Board Meeting Minutes
Tuesday, February 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, Jim Sutton

Public Comment: None

Approval of Agenda:

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

Approval of minutes:

- Motion by Jim Sutton and seconded by Amy Eddy to approve the regular board January 28, 2025 meeting minutes.
 - Cindy Vansloten - Yes
 - Amy Eddy – Yes
 - Jolene Passmore – Yes
 - Mike Fox - Abstain
 - Jim Sutton – Yes
 - Motion carried

New Business Motions:

- Motion by Jolene Passmore and seconded by Amy Eddy to approve the 2025/2026 regular board meeting schedule.
 - 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 3 additional 2025 dates for Zoning & Planning Commission meetings for Mar 12th, Apr 9th & May 14th 2025.
 - Cindy Vansloten - Abstain
 - 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 2025/2026 Zoning & Planning Commission schedule.
 - Cindy Vansloten – Abstain
 - Amy Eddy – Yes
 - Jolene Passmore – Yes
 - Jim Sutton – Yes
 - Motion carried
- Motion by Jolene Passmore and seconded by Mike Fox to approve the 2025/2026 Water/Sewer Board schedule.
 - 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: Amy Eddy, Mike Fox, Christine Chartrand, Frank Toms, Larry Noyce, Jolene Passmore as authorized users & signers of Superior Township SCCU Visa.
 - Cindy Vansloten – Yes
 - Amy Eddy – Yes
 - Jolene Passmore – Yes
 - Mike Fox - Yes
 - Jim Sutton – Yes
 - Motion carried
- Motion by Mike Fox and seconded by Amy Eddy to approve SCCU Visa users to charge up to \$1500 per month without Superior Township Board approval.
 - 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 purchase of PostBase Insight Semi-Auto postage meter from FP Mailing Solutions at \$30.95/month for 39 months.
 - Cindy Vansloten – Yes
 - Amy Eddy – Yes

- Jolene Passmore – Yes
- Mike Fox - Yes
- Jim Sutton – Yes
- Motion carried
- Motion by Jolene Passmore and seconded by Cindy Vansloten to approve wage increases for Deputies, Zoning Administrator, & Maurice Harris to meet the new minimum wage increase, with the hourly wage for each to be \$12.50/hr.
 - Cindy Vansloten – Yes
 - 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 up to \$2000 for food/lodging/mileage/registration fees for MTA Conference for Mike Fox & Cindy Vansloten to attend.
 - Cindy Vansloten – Yes
 - Amy Eddy – Yes
 - Jolene Passmore – Yes
 - Mike Fox - Yes
 - Jim Sutton – Yes
 - Motion carried
- Christmas Tree Lighting – tabled.

Old Business Motions:

- Smart House – tabled.
- GFL – tabled.
- ESTA – discussion small business has until Oct 1, 2025

Fire Report:

- Motion by Cindy Vansloten and seconded by Amy Eddy to approve purchase of batteries for Ford F550 Grass Rig in the amount up to \$435.98.
 - Cindy Vansloten – Yes
 - Amy Eddy – Yes
 - Jolene Passmore – Yes
 - Mike Fox - Yes
 - Jim Sutton – Yes
 - Motion carried

Parks Committee:

-Discussion of sheet piling to move forward into looking into selling.

Water Board:

- Motion by Jim Sutton and seconded by Amy Eddy to appoint Rachel Lyons to Water/Sewer Board.
 - Cindy Vansloten – Yes
 - Amy Eddy – Yes
 - Jolene Passmore – Yes
 - Mike Fox - Yes
 - Jim Sutton – Yes
 - Motion carried
- Motion by Cindy Vansloten and seconded by Mike Fox to post for 3rd DPW employee.
 - Cindy Vansloten – Yes
 - Amy Eddy – Yes
 - Jolene Passmore – Yes
 - Mike Fox - Yes
 - Jim Sutton – Yes
 - Motion carried

Clerk's Report:

1. Motion by Jolene Passmore and seconded by Amy Eddy to approve the January 2025 clerk's report in the amount of \$48932.69.
 - Cindy Vansloten - Yes
 - 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 2025 treasurer's report in the amount of \$1,257,854.73.
 - Cindy Vansloten - Yes
 - Amy Eddy – Yes
 - Jolene Passmore – Yes
 - Mike Fox - Yes
 - Jim Sutton – Yes
 - Motion carried

Public Comment: None

Adjournment:

- Motion by Jolene Passmore and seconded by Amy Eddy to adjourn the meeting at 8:05pm.
 - Cindy Vansloten - Yes
 - Amy Eddy – Yes
 - Jolene Passmore – Yes

- Julia Ross

**Treasurer's Report
Superior Township
Month Ending February 2025**

SCCU General Fund (1.000% APY)		Bank Accounts/CD's	Interest	General Ledger
Checking Account 7610	\$	523,372.22	\$ 392.33	*See GL Breakdown by Dept.
Savings Account	\$	5.00		GL 101-000-002.00
				\$ 523,377.22
*GL Breakdown by Departments				
101-000-001.50 General Fund	\$	140,509.47		
210-000-001.50 Special Funds/Depot Expense	\$	(771.72)		
590-000-001.50 Sewer Fund	\$	145,027.71		
591-000-001.50 Water Fund	\$	230,070.19		
Subtotal:	\$	514,835.65		
Outstanding checks	\$	8,536.57		
Subtotal:	\$	523,372.22		
Outstanding Deposits/OS Misc Adj				
	\$	523,372.22		
*SCCU Tax Fund (.050% APY)				
Checking Account 2670	Int accruec \$	262,354.20	\$ -	GL 703-000-001.00
Savings Account	\$	5.02		GL 703-000-002.00
				\$ 262,359.22
*SCCU Fireman's Account (0.050% AP +				
Checking Account 1820	Int accruec \$	584.49	\$ -	GL 211-000-001.00
Savings Account	\$	5.01		GL 211-000-002.00
				\$ 589.50
4Front (0.050% APY)				
Savings Account 7944	\$	25,153.32	\$ 0.96	GL 206-000-002.00
				\$ 25,153.32
UP State Credit Union				
Sewer Fund (0.15 to .80% tiered rate)				
Savings Account 148-2	\$	253,109.41	\$ 193.95	GL 590-000-002.00
				\$ 253,109.41
Total Interest Earned January			\$ 1,790.91	
*SCCU 4.65% 1006 APY 4.75% \$ 197,193.09				
CD - Water Dept 12 mos MD 9/3/2025				
Interest earned January				
Initial Investment \$53,348 on 09/03/2024				
			\$ 775.71	\$ 197,193.09
*SCCU 4.65% 1004 APY 4.75% \$ 54,395.98				
CD - Sewer Dept 12 mos MD 9/3/2025				
Interest earned January				
Initial Investment \$53,348K on 09/03/2024				
			\$ 213.98	\$ 54,395.98
SCCU 4.65% 1005 APY 4.75% \$ 54,395.98				
CD - General Op 12 mos MD 9/3/2025				
Interest earned January				
Initial Investment \$53,348K on 09/03/2024				
SCCU CD's Interest To Date				
			\$ 15,357.74	
SCCU CD's	\$	305,985.05		\$ 305,985.05
Bank Accounts & CD's	\$	1,370,573.72		\$ 1,370,573.72
Total Funds	\$	1,370,573.72		\$ 1,370,573.72

Prepared by: Amy Eddy, Treasurer

*Not for general township use.

Check Date	Bank	Check	App	Vendor	Vendor Name	Description	Amount
Bank GENOP GENERAL OPERATING							
02/03/2025	GENOP	9763	AP	0384	HIAWATHA TELEPHONE CO	PHONE	482.88
02/03/2025	GENOP	9764	AP	0300	JOHN HANCOCK	RETIREMENT	1,608.44
02/03/2025	GENOP	9765	AP	0255	MPEC	MISC HARDWARE	66.95
02/03/2025	GENOP	9766	AP	0217	NATIONAL OFFICE PRODUCTS	CONTRACT	2,375.96
02/03/2025	GENOP	9767	AP	0163	RUDYARD ELECTRICAL SERVICE INC	WELL #3 MAINTENANCE	995.60
02/03/2025	GENOP	9768	AP	0141	SOO COOP CREDIT UNION	VISA	19.55
02/03/2025	GENOP	521203(E)	AP	0375	CLOVERLAND ELECTRIC CO-OP		1,156.90
02/06/2025	GENOP	521204	AP	0420	AT&T		176.13
02/06/2025	GENOP	521205	AP	0420	AT&T		176.13
02/11/2025	GENOP	9769	AP	0444	ACCIDENT FUND INSURANCE CO OF AMER	WC INSURANCE	345.19
02/11/2025	GENOP	9770	AP	0412	BAY MART	DEC BAYMART FUEL	267.15
02/11/2025	GENOP	9771	AP	0388	CHARTER COMMUNICATIONS	INTERNET	239.96
02/11/2025	GENOP	9772	AP	0386	CHIPPEWA CHAPTER M.T.A.	CHIPPEWA CHAPTER MTA DUES	175.00
02/11/2025	GENOP	9773	AP	0144	GFL ENVIRONMENTAL USA INC	TRASH	179.03
02/11/2025	GENOP	9774	AP	0255	MPEC	MISC SUPPLIES	46.43
02/11/2025	GENOP	9775	AP	0581	QUADIENT FINANCE USA, INC	POSTAGE LATE FEE	39.00
02/11/2025	GENOP	9776	AP	0112	TRACTOR SUPPLY CREDIT PLAN	FIRE HYDRANT PUMP/HOSE	229.98
02/11/2025	GENOP	9777	AP	0444	ACCIDENT FUND INSURANCE CO OF AMER	WC INSURANCE	345.19
02/11/2025	GENOP	9778	AP	0412	BAY MART	DEC BAYMART FUEL	267.15
02/11/2025	GENOP	9781	AP	0255	MPEC	MISC SUPPLIES	46.43
02/11/2025	GENOP	9782	AP	0581	QUADIENT FINANCE USA, INC	POSTAGE LATE FEE	39.00
02/11/2025	GENOP	521206(E)	AP	0351	DTE ENERGY		2,709.02
02/11/2025	GENOP	521208(E)	AP	0375	CLOVERLAND ELECTRIC CO-OP		402.87
02/12/2025	GENOP	521209	AP	IRS	UNITED STATES TREASURY		410.50
02/14/2025	GENOP	9784	PR	00500	CHARTRAND, CHRISTINE		424.18
02/14/2025	GENOP	9785	PR	0595	EDDY, AMY		173.25
02/14/2025	GENOP	9786	PR	00158	ELLIS, TAMMY		74.00
02/14/2025	GENOP	9787	PR	00188	HARRIS, MAURICE		4,441.18
02/14/2025	GENOP	9788	PR	00163	HOORNSTRA, LYLE		858.80
02/14/2025	GENOP	9789	PR	00102	LEDERGERBER, CHRISTINE		26.26
02/14/2025	GENOP	9790	PR	260	MARTINI, WILLIAM		786.50
02/14/2025	GENOP	9791	PR	00505	NOYCE, LARRY		424.18
02/14/2025	GENOP	9792	PR	00182	PASSMORE, JOLENE		97.90
02/14/2025	GENOP	9793	PR	00101	SUTTON, JAMES		1,038.45
02/14/2025	GENOP	9794	PR	00063	TOMS, FRANK		1,916.77
02/14/2025	GENOP	9795	PR	250	VANSLOTEN, CYNTHIA		100.00
02/18/2025	GENOP	521207(E)	AP	0351	DTE ENERGY	HALL RENTAL DEPOSIT	85.12
02/25/2025	GENOP	9812	AP	0737	CHRISTINA CARRICK	POSTAGE	22.00
02/25/2025	GENOP	9813	AP	0736	CHRISTINE CHARTRAND	WATER ANALYSIS	22.00
02/25/2025	GENOP	9814	AP	0133	CITY OF SAULT STE. MARIE	PRINTER CORD FOR VFD	17.68
02/25/2025	GENOP	9815	AP	0735	FRANK TOMS	GREASE	30.47
02/25/2025	GENOP	9816	AP	0664	JASON CLOW	OFFICE SUPPLIES	3.90
02/25/2025	GENOP	9817	AP	0255	MPEC	HALL RENTAL DEPOSIT	100.00
02/25/2025	GENOP	9818	AP	0217	NATIONAL OFFICE PRODUCTS	POSTAGE	85.12
02/25/2025	GENOP	9819	AP	0737	CHRISTINA CARRICK	WATER ANALYSIS	22.00
02/25/2025	GENOP	9820	AP	0736	CHRISTINE CHARTRAND	PRINTER CORD FOR VFD	17.68
02/25/2025	GENOP	9821	AP	0133	CITY OF SAULT STE. MARIE	GREASE	30.47
02/25/2025	GENOP	9822	AP	0735	FRANK TOMS	OFFICE SUPPLIES	3.90
02/25/2025	GENOP	9823	AP	0664	JASON CLOW	HALL RENTAL DEPOSIT	100.00
02/25/2025	GENOP	9824	AP	0255	MPEC	POSTAGE	85.12
02/25/2025	GENOP	9825	AP	0217	NATIONAL OFFICE PRODUCTS	WATER ANALYSIS	22.00
02/25/2025	GENOP	9829	AP	0735	FRANK TOMS	PRINTER CORD FOR VFD	17.68
02/25/2025	GENOP	9830	AP	0664	JASON CLOW	GREASE	30.47
02/28/2025	GENOP	9809	PR	00063	TOMS, FRANK	OFFICE SUPPLIES	3.90
Total of 54 Checks:							1,226.00
Less 21 Void Checks:							17.68
							715.13
							28,119.34
							4,259.20

Feb 2025 \$29,535.48

03/24/2025 1:08 PM
User: JOLENE
DB: Superior Townsh

CHECK REGISTER FC SUPERIOR TOWNSHIP
CHECK DATE FROM 02/01/2025 - 02/28/2025
STATUS FILTER: Cleared

Par 2/2

Check Date	Bank	Check	App	Vendor	Vendor Name	Description	Amount
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Total of 33 Disbursements:

23,860.14

Check Date	Bank	Check	App	Vendor	Vendor Name	Description	Amount
Bank GENOP GENERAL OPERATING							
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
04/28/2024	GENOP	9152	AP	0431	AMY JERE	REFUND FOR 10/2022 BANNER RON MILLS	60.00
11/26/2024	GENOP	9625	AP	0693	DOMAIN LISTINGS	WEBSITE	289.00
01/24/2025	GENOP	9742	AP	0163	RUDYARD ELECTRICAL SERVICE INC	WORK ON LS5 EM CALL	1,660.00
01/31/2025	GENOP	9751	PR	0091	LOUP, KATHY		37.26
02/11/2025	GENOP	9779	AP	0388	CHARTER COMMUNICATIONS	INTERNET	239.96
02/11/2025	GENOP	9780	AP	0386	CHIPPEWA CHAPTER M.T.A.	CHIPPEWA CHAPTER MTA DUES	175.00
02/14/2025	GENOP	9783	PR	00192	BUSHA, LORI		29.08
02/25/2025	GENOP	9826	AP	0737	CHRISTINA CARRICK	HALL RENTAL DEPOSIT	100.00
02/25/2025	GENOP	9827	AP	0736	CHRISTINE CHARTRAND	POSTAGE	85.12
02/25/2025	GENOP	9828	AP	0133	CITY OF SAULT STE. MARIE	WATER ANALYSIS	22.00
02/25/2025	GENOP	9831	AP	0255	MPEC	GREASE	30.47
02/25/2025	GENOP	9832	AP	0217	NATIONAL OFFICE PRODUCTS	OFFICE SUPPLIES	3.90
02/28/2025	GENOP	9796	PR	196	BUSHA, JAMES		57.27
02/28/2025	GENOP	9797	PR	00192	BUSHA, LORI		124.22
02/28/2025	GENOP	9798	PR	00500	CHARTRAND, CHRISTINE		410.50
02/28/2025	GENOP	9799	PR	0595	EDDY, AMY		424.19
02/28/2025	GENOP	9800	PR	00158	ELLIS, TAMMY		40.52
02/28/2025	GENOP	9801	PR	00069	FREEDMAN, DEBRA		94.53
02/28/2025	GENOP	9802	PR	00188	HARRIS, MAURICE		74.00
02/28/2025	GENOP	9803	PR	00102	LEDERGERBER, CHRISTINE		858.79
02/28/2025	GENOP	9804	PR	0091	LOUP, KATHY		94.53
02/28/2025	GENOP	9805	PR	00505	NOYCE, LARRY		1,733.18
02/28/2025	GENOP	9806	PR	0193	OLSWAY, MARK		171.80
02/28/2025	GENOP	9807	PR	00182	PASSMORE, JOLENE		424.19
02/28/2025	GENOP	9808	PR	00101	SUTTON, JAMES		212.41
02/28/2025	GENOP	9810	PR	250	VANSLOTEN, CYNTHIA		212.42
02/28/2025	GENOP	9811	PR	195	WHEALY, CHRISTOPHER		57.26
Total of 29 Checks:							8,536.57
Less 0 Void Checks:							0.00
Total of 29 Disbursements:							8,536.57