

**Superior Township
Regular Board Meeting Minutes
Tuesday, June 25, 2024**

Prepared by Jolene Passmore, Clerk

Call meeting to order: by John Waisanen @ 6pm

Pledge of Allegiance

Roll Call of Board Members Present: Kathy Loup, John Waisanen, Susanne Kniskern, Jolene Passmore. Absent: William Munsell

Public Comment: None

Approval of Agenda:

- Motion by John Waisanen and seconded by Susanne Kniskern to remove New Business item #8 from agenda.
 - Kathy Loup – Yes
 - Jolene Passmore – Yes
 - John Waisanen – Yes
 - Susanne Kniskern – Yes
 - Motion carried
- Motion by Susanne Kniskern and seconded by John Waisanen to approve the June 25, 2024 agenda.
 - Kathy Loup – Yes
 - Jolene Passmore – Yes
 - John Waisanen – Yes
 - Susanne Kniskern – Yes
 - Motion carried

Approval of minutes from the Regular Board Meeting on May 28, 2024:

- Motion by Susanne Kniskern and seconded by Kathy Loup to approve the May 28, 2024 meeting minutes.
 - Kathy Loup – Yes
 - Jolene Passmore – Yes
 - John Waisanen – Yes
 - Susanne Kniskern – Yes
 - Motion carried

New Business Motions:

1. Motion by Susanne Kniskern and seconded by Kathy Loup to purchase candy for 4th of July parade not to exceed \$500.
 - Kathy Loup – Yes

- Jolene Passmore – Yes
 - John Waisanen – Yes
 - Susanne Kniskern – Yes
 - Motion carried
2. Motion by Susanne Kniskern and seconded by John Waisanen to accept fire fighter application for Son Russ.
- Kathy Loup – Yes
 - Jolene Passmore – Yes
 - John Waisanen – Yes
 - Susanne Kniskern – Yes
 - Motion carried
3. Motion by John Waisanen and seconded by Kathy Loup to accept docking request letter from Western Pilots Association and approve agreement for WGLPA to pay \$500 including utilities per month for dock space rental for the period of late summer 2024 until the end of 2025/early 2026, approximately two-month period falling within said dates. With WGLPA providing necessary insurance.
- Kathy Loup – Yes
 - Jolene Passmore - Yes
 - John Waisanen – Yes
 - Susanne Kniskern – Yes
 - Motion carried
4. Motion by John Waisanen and seconded by Jolene Passmore to approve the purchase of signage for Superior Township boardwalk/park area posting; day use only for boats, reserved sign for WGLPA, and no wake zones with the purchase amount not to exceed \$500.
- Kathy Loup – Yes
 - Jolene Passmore – Yes
 - John Waisanen – Yes
 - Susanne Kniskern – Yes
 - Motion carried
5. Motion by Kathy Loup and seconded by John Waisanen to approve Land Division Policy.
- Kathy Loup – Yes
 - Jolene Passmore – Yes
 - John Waisanen – Yes
 - Susanne Kniskern – Yes
 - Motion carried
6. Motion by John Waisanen and seconded by Kathy Loup to construct a policy regarding individual board member meeting requests. If any entity requests a meeting on behalf of the Superior Township board, that member whose attendance is requested is to bring said request with information regarding the meeting to the board for approval. If board finds entity meeting beneficial, they will appoint two members to represent the Superior Township board to attend.
- Kathy Loup – Yes
 - Jolene Passmore – Yes
 - John Waisanen – Yes
 - Susanne Kniskern – Yes

- Motion carried

Old Business Motions:

1. Motion by John Waisanen and seconded by Kathy Loup to approve Sign Ordinance change.
 - Kathy Loup – Yes
 - Jolene Passmore – Yes
 - John Waisanen – Yes
 - Susanne Kniskern – Yes
 - Motion carried
2. Motion by Kathy Loup and seconded by Susanne Kniskern to extend listing for bids on the modular home located at 10100 W. Lake Street Loop through August 31, 2024.
 - Kathy Loup – Yes
 - Jolene Passmore – Yes
 - John Waisanen – Yes
 - Susanne Kniskern – Yes
 - Motion carried

Fire Report:

2. Motion by Susanne Kniskern and seconded by John Waisanen to add Rich access to fire hall cameras and change key code.
 - Kathy Loup – Yes
 - Jolene Passmore – Yes
 - John Waisanen – Yes
 - Susanne Kniskern – Yes
 - Motion carried

Park & Recs Report:

1. Motion by Susanne Kniskern and seconded by John Waisanen to approve revised Parks Advisory Committee donation letter.
 - Kathy Loup – Yes
 - Jolene Passmore – Yes
 - John Waisanen – Yes
 - Susanne Kniskern – Yes
 - Motion carried

Clerk's Report:

1. Motion by Susanne Kniskern and seconded by Kathy Loup to approve the May 2024 clerk's report in the amount of \$52,695.45.
 - Kathy Loup – Yes
 - Jolene Passmore – Yes
 - John Waisanen – Yes
 - Susanne Kniskern – Yes
 - Motion carried

2. Motion by Susanne Kniskern and seconded by John Waisanen to approve the Township board sign burial certificates for Eavou, Mullen, McDonald, Tremblay, Tremblay, Demerse, Bickham.
 - Kathy Loup – Yes
 - Jolene Passmore – Yes
 - John Waisanen – Yes
 - Susanne Kniskern – Yes
 - Motion carried
3. Motion by Susanne Kniskern and seconded by John Waisanen to approve the Township board sign cemetery deeds for Eavou & Tremblay.
 - Kathy Loup – Yes
 - Jolene Passmore – Yes
 - John Waisanen – Yes
 - Susanne Kniskern – Yes
 - Motion carried

Treasurer's Report:

1. Motion by Susanne Kniskern and seconded by Jolene Passmore to approve the May 2024 treasurer's report in the amount of \$1,024,897.04.
 - Kathy Loup – Yes
 - Jolene Passmore – Yes
 - John Waisanen – Yes
 - Susanne Kniskern – Yes
 - Motion carried

Adjournment:

- Motion by Susanne Kniskern and seconded by Kathy Loup to adjourn the meeting at 7:16pm.
 - Kathy Loup – Yes
 - Jolene Passmore – Yes
 - John Waisanen – Yes
 - Susanne Kniskern – Yes
 - Motion carried

A handwritten signature in cursive script, appearing to read "Jolene Passmore".

Check Date	Bank	Check	App	Vendor	Vendor Name	Description	Amount
Bank GENOP GENERAL OPERATING							
06/03/2024	GENOP	9253	AP	0451	ADVANCED AUTO PARTS	IGN WIRES, SPARK PLUG	89.37
06/03/2024	GENOP	9254	AP	0419	AUTOZONE	TOP POST BATTERY	47.99
06/03/2024	GENOP	9255	AP	0412	BAY MART	BAY MART FUEL CHARGES APRIL	747.04
06/03/2024	GENOP	9256	AP	0319	GAYLOR-THOMPSON SALES	OIL FILTER	563.99
06/03/2024	GENOP	9257	AP	0689	GRAINGER	PISTON AIR COMPRESSOR	807.23
06/03/2024	GENOP	9258	AP	0255	NAPA AUTO PARTS	BRAKE FLUID/OIL/FILTER	148.26
06/03/2024	GENOP	9259	AP	0094	VEFS	VFP POLICY PREMIUM	935.00
06/07/2024	GENOP	9260	PR	194	BERTRAM, SHERRY		57.27
06/07/2024	GENOP	9261	PR	196	BUSHA, JAMES		57.26
06/07/2024	GENOP	9262	PR	00192	BUSHA, LORI		142.91
06/07/2024	GENOP	9263	PR	1988	COMPO, DIANNE		57.26
06/07/2024	GENOP	9264	PR	00180	HARRIS, MASON		685.92
06/07/2024	GENOP	9265	PR	00188	HARRIS, MAURICE		74.01
06/07/2024	GENOP	9266	PR	00163	HOORNSTRA, LYLE		1,401.80
06/07/2024	GENOP	9267	PR	00187	KNISKERN -GUINN, SUSANNE		417.15
06/07/2024	GENOP	9268	PR	193	KNISKERN -GUINN, SUSANNE		378.16
06/07/2024	GENOP	9269	PR	00102	LEDERGERBER, CHRISTINE		855.83
06/07/2024	GENOP	9270	PR	0091	LOUP, KATHY		135.16
06/07/2024	GENOP	9271	PR	00167	MUNSELL, WILLIAM		424.19
06/07/2024	GENOP	9272	PR	00193	OLSWAY, MARK		57.27
06/07/2024	GENOP	9273	PR	00182	PASSMORE, JOLENE		424.19
06/07/2024	GENOP	9274	PR	00083	PHILLIPS, RICHARD		424.19
06/07/2024	GENOP	9275	PR	200	WILSON, CYNTHIA		1,478.89
06/10/2024	GENOP	9276	AP	0351	DTE ENERGY	GAS	238.08
06/10/2024	GENOP	9277	AP	0724	FAHEY SCHULTZ BURZYCH RHODES PLC	LEGAL SERVICES	34.56
06/10/2024	GENOP	9278	AP	0674	GANNETT MICHIGAN LOCALIO	NOTICE OF PUBLIC BID	201.00
06/10/2024	GENOP	9279	AP	0144	GFL ENVIRONMENTAL USA INC	TRASH	306.46
06/10/2024	GENOP	9280	AP	0384	HIAMATHA TELEPHONE CO	PHONE SERVICE	168.55
06/10/2024	GENOP	9281	AP	0217	NATIONAL OFFICE PRODUCTS	CONTRACT INVOICES	483.46
06/10/2024	GENOP	9282	AP	0183	PARKER'S ACE HARDWARE	MISC HARDWARE	390.12
06/10/2024	GENOP	9283	AP	0049	RLI	BOND RENEWAL	85.71
06/10/2024	GENOP	9284	AP	0098	US BANK EQUIPMENT FINANCE	COPIER CONTRACT	298.00
06/17/2024	GENOP	9285	AP	0426	APEX SOFTWARE	MAINTENANCE RENEWAL SOFTWARE	128.14
06/17/2024	GENOP	9286	AP	0388	CHARTER COMMUNICATIONS	INTERNET	260.00
06/17/2024	GENOP	9287	AP	0383	CHIPPewa COUNTY TREASURER	2023 BURDICK	119.98
06/17/2024	GENOP	9289	AP	0133	CITY OF SAULT STE. MARIE	WATER ANALYSIS	43.31
06/17/2024	GENOP	9290	AP	0351	DTE ENERGY	GAS	66.00
06/17/2024	GENOP	9291	AP	0456	EMC INSURANCE COMPANIES	ANNUAL INSURANCE	31.80
06/17/2024	GENOP	9292	AP	0726	GORDON CONSTRUCTION & MASONRY INC	MANHOLE REPAIRS	29,176.00
06/17/2024	GENOP	9293	AP	0650	NORRIS CONTRACTING	TOPSOIL	5,700.00
06/17/2024	GENOP	9294	AP	0183	PARKER'S ACE HARDWARE	KEYS	84.80
06/21/2024	GENOP	9295	PR	00197	BAILEY, SUSAN		7.96
06/21/2024	GENOP	9296	PR	194	BERTRAM, SHERRY		75.82
06/21/2024	GENOP	9298	PR	00180	HARRIS, MASON		57.27
06/21/2024	GENOP	9299	PR	00188	HARRIS, MAURICE		1,025.52
06/21/2024	GENOP	9300	PR	00163	HOORNSTRA, LYLE		74.00
06/21/2024	GENOP	9301	PR	00187	KNISKERN -GUINN, SUSANNE		1,370.55
06/21/2024	GENOP	9302	PR	193	KNISKERN -GUINN, SUSANNE		415.71
06/21/2024	GENOP	9303	PR	00102	LEDERGERBER, CHRISTINE		440.50
06/21/2024	GENOP	9305	PR	00167	MUNSELL, WILLIAM		855.83
06/21/2024	GENOP	9306	PR	0193	OLSWAY, MARK		424.18
06/21/2024	GENOP	9307	PR	00182	PASSMORE, JOLENE		114.52
06/21/2024	GENOP	9308	PR	00083	PHILLIPS, RICHARD		424.19
06/21/2024	GENOP	9310	PR	195	WHEALY, CHRISTOPHER		1,425.55
06/21/2024	GENOP	9311	PR	200	WILSON, CYNTHIA		57.26
06/24/2024	GENOP	9318	AP	0217	NATIONAL OFFICE PRODUCTS	TIME CARDS	160.09
06/24/2024	GENOP	9320	AP	0124	SUPERIOR TOWNSHIP GENER	W/S DUE TO GF	430.17
					TUND		828.59

Check Date	Bank	Check	App	Vendor	Vendor Name	Description	Amount
Bank GENOP GENERAL OPERATING							
06/17/2024	GENOP	9288	AP	0725	CHRISTEN DAVIS	HALL RENTAL DEPOSIT REFUND	100.00
06/21/2024	GENOP	9297	PR	00192	BUSHA , LORI		51.41
06/21/2024	GENOP	9304	PR	0091	LOUP, KATHY		135.15
06/21/2024	GENOP	9309	PR	00101	SUTTON, JAMES		57.26
06/24/2024	GENOP	9312	AP	0412	BAY MART	FUEL	885.31
06/24/2024	GENOP	9313	AP	0358	DETOUR VILLAGE SEWER DEPT	WATER TESTING	860.00
06/24/2024	GENOP	9314	AP	0319	GAYLOR-THOMPSON SALES	CAP-FUEL, REATCHETING	30.75
06/24/2024	GENOP	9315	AP	0300	JOHN HANCOCK	RETIREMENT CONTRIBUTIONS FOR PLAN YEAR E	10,553.55
06/24/2024	GENOP	9316	AP	0227	MICHIGAN RURAL WATER ASSOC	ANNUAL DUES	550.00
06/24/2024	GENOP	9317	AP	0255	NAPA AUTO PARTS	U BOLT	56.50
06/24/2024	GENOP	9319	AP	0183	PARKER'S ACE HARDWARE	SILICONE GLUE	117.13
06/24/2024	GENOP	9321	AP	0663	WILLIAM LIPPONEN	FIRE DEPT JEEP REPAIRS	50.00
Total of 12 Checks:							13,447.06
Less 0 Void Checks:							0.00
Total of 12 Disbursements:							13,447.06

Total June 2024
\$ 73,615.05
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Check Date	Bank	Check	App	Vendor	Vendor Name	Description	Amount
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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
04/28/2024	GENOP	9170	AP	0713	MARILYN YON	REFUND FOR 5/2023 BANNER JAMES GORDIE LY	60.00
06/17/2024	GENOP	9288	AP	0725	CHRISTEN DAVIS	HALL RENTAL DEPOSIT REFUND	100.00
06/21/2024	GENOP	9297	PR	00192	BUSHA, LORI		51.41
06/21/2024	GENOP	9304	PR	0091	LOUP, KATHY		135.15
06/21/2024	GENOP	9309	PR	00101	SUTTON, JAMES		57.26
06/24/2024	GENOP	9312	AP	0412	BAY MART	FUEL	885.31
06/24/2024	GENOP	9313	AP	0358	DETOUR VILLAGE SEWER DEPT	WATER TESTING	860.00
06/24/2024	GENOP	9314	AP	0319	GAYLOR-THOMPSON SALES	CAP-FUEL, REATCHETING	30.75
06/24/2024	GENOP	9315	AP	0300	JOHN HANCOCK	RETIREMENT CONTRIBUTIONS FOR PLAN YEAR E	550.00
06/24/2024	GENOP	9316	AP	0227	MICHIGAN RURAL WATER ASSOC	ANNUAL DUES	56.50
06/24/2024	GENOP	9317	AP	0255	NAPA AUTO PARTS	U BOLT	117.13
06/24/2024	GENOP	9319	AP	0183	PARKER'S ACE HARDWARE	SLICONE GLUE	50.00
06/24/2024	GENOP	9321	AP	0663	WILLIAM LIPPONEN	FIRE DEPT JEEP REPAIRS	

Total of 16 Checks:
Less 0 Void Checks:
Total of 16 Disbursements:

14,382.03
0.00
14,382.03

Total o/s Checks

**Treasurer's Report
Superior Township
Month Ending June 2024**

SCCU General Fund (1.000% APY)

			Interest	
Checking Account 7610	\$	448,255.41	\$	365.75
Savings Account	\$	5.00		
			\$	448,260.41

GL Breakdown by Departments

101-000-001.50 General Fund	\$	162,267.98
210-000-001.50 Special Funds/Depot Expenses	\$	514.77
590-000-001.50 Sewer Fund	\$	72,037.95
591-000-001.50 Water Fund	\$	199,052.68
Subtotal:	\$	433,873.38
Outstanding checks	\$	14,382.03
Subtotal:	\$	448,255.41
Outstanding Deposits/OS Misc Adj	\$	-
	\$	448,255.41

***SCCU Tax Fund (.050% APY)**

Checking Account 2670	Int accrued qrtly	\$	25.28	\$	0.01	
Savings Account		\$	5.02			
				\$		30.30

***SCCU Fireman's Account (0.050% APY)**

Checking Account 1820	Int accrued qrtly	\$	584.35	\$	0.07	
Savings Account		\$	5.01			
				\$		589.36

4Front (0.050% APY)

Savings Account 7944	\$	25,144.95	\$	1.03	\$	25,144.95
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UP Credit Union

Sewer Fund (0.15 to .80% tiered rate)

Savings Account 148-2	\$	251,434.24	\$	154.47	\$	251,434.24
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Total Interest Earned June

\$ 1,657.06

***4Front 4.89%**

APY 5.00%

CD - Water Dept	12 mos	MD 07/26/2024	\$	138,907.52		
Interest earned	June		\$	558.29	\$	139,465.81

Initial Investment \$133,303.33 on 07/26/2023

OLM/4Front CD Interest To Date

\$ 13,891.29

*Soo CoOp 4.31%			APY 4.40%	\$	52,580.94		
CD - Water Dept	18 mos	MD 9/1/2024					
Interest earned	June			\$	192.48	\$	52,773.42
Initial Investment \$50K on 03/01/2023							
*Soo CoOp 4.31%			APY 4.40%	\$	52,580.94		
CD - Sewer Dept	18 mos	MD 9/1/2024					
Interest earned	June			\$	192.48	\$	52,773.42
Initial Investment \$50K on 03/01/2023							
*Soo CoOp 4.31%			APY 4.40%	\$	52,580.94		
CD - General Op	18 mos	MD 9/1/2024					
Interest earned	June			\$	192.48	\$	52,773.42
Initial Investment \$50K on 03/01/2023							
Soo CoOp CD's Interest To Date					<u>\$ 8,320.26</u>		
Bank Accounts & 4Front CD				\$	864,925.07	\$	864,925.07
Soo CoOp CD's				\$	158,320.26	\$	158,320.26
Total Funds				<u>\$</u>	<u>1,014,925.07</u>	<u>\$</u>	<u>1,014,925.07</u>

Prepared by: Susanne Kniskern, Treasurer

***Not for general township use.**