

**Superior Township  
Special Meeting Minutes  
January 6, 2025**

**Prepared by Jolene Passmore, Clerk**

**Call meeting to order:** by Jolene Passmore @ 4:30pm

**Pledge of Allegiance**

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

**Public Comment:** None

**Approval of Agenda:**

- Motion by Jim Sutton and seconded by Jolene Passmore to add the following additional item; purchase of motor & pump from Crane Engineering for LS7 to the January 6, 2025 agenda.
  - Cindy Vansloten - Yes
  - Amy Eddy – Yes
  - Jolene Passmore – Yes
  - Jim Sutton – Yes
  - Motion carried
- Motion by Cindy Vansloten and seconded by Amy Eddy to add the following additional item; discussion of Superior Township VFD Fire Chief to the January 6, 2025 agenda.
  - Cindy Vansloten - Yes
  - Amy Eddy – Yes
  - Jolene Passmore – Yes
  - Jim Sutton – Yes
  - Motion carried
- Motion by Jim Sutton and seconded by Amy Eddy to approve the January 6, 2025 agenda.
  - Cindy Vansloten - Yes
  - Amy Eddy – Yes
  - Jolene Passmore – Yes
  - John Waisanen – Yes
  - Jim Sutton – Yes
  - Motion carried

**New Business Motions:**

1. Motion by Jolene Passmore and seconded by Amy Eddy to hire Christine Chartrand as Superior Township Office Administrator, with hire date soon as available, work hours M-Th 10am-4pm with 1hour lunch, and starting wage \$12.50/hr with intent to raise at Budget meeting.
  - Cindy Vansloten – Yes
  - Amy Eddy – Yes
  - Jolene Passmore - Yes
  - Jim Sutton – Yes

- Motion carried
- 2. Motion by Amy Eddy and seconded by Jolene Passmore to approve the Office Administrator job description.
  - Cindy Vansloten – Yes
  - Amy Eddy – Yes
  - Jolene Passmore - Yes
  - Jim Sutton – Yes
  - Motion carried
- 3. Motion by Jim Sutton and seconded by Jolene Passmore to post the Superior Township Supervisor vacant board seat and accept letters of interest through January 28, 2025 the next regular board meeting.
  - Cindy Vansloten – Yes
  - Amy Eddy – Yes
  - Jolene Passmore - Yes
  - Jim Sutton – Yes
  - Motion carried
- 4. Motion by Jim Sutton and seconded by Amy Eddy to approve the reimbursement of \$160.89 to VFD member Jason Clow for training books.
  - Cindy Vansloten – Yes
  - Amy Eddy – Yes
  - Jolene Passmore - Yes
  - Jim Sutton – Yes
  - Motion carried
- 5. Motion by Jim Sutton and seconded by Jolene Passmore to approve the purchase of a motor & pump from Crane Engineering in the amount of \$4584 for LS7.
  - Cindy Vansloten – Yes
  - Amy Eddy – Yes
  - Jolene Passmore - Yes
  - Jim Sutton – Yes
  - Motion carried
- 6. Motion by Jim Sutton and seconded by Amy Eddy to have the Superior Township VFD hold an election of officers, after the Township Fire Ordinance is found, to appoint a Chief, Assistant Chief and Training Officer.
  - Cindy Vansloten – Yes
  - Amy Eddy – Yes
  - Jolene Passmore - Yes
  - Jim Sutton – Yes
  - Motion carried

**Adjournment:**

- Motion by Jolene Passmore and seconded by Amy Eddy to adjourn the meeting at 5:27pm.
  - Cindy Vansloten – Yes
  - Amy Eddy - Yes
  - Jolene Passmore – Yes

- Jim Sutton – Yes
- Motion carried

John Passeri