

**CHARTER TOWNSHIP OF SUPERIOR
REGULAR BOARD MEETING
SUPERIOR CHARTER TOWNSHIP HALL
3040 N. PROSPECT RD., SUPERIOR TOWNSHIP, MI 48198
MAY 19, 2025
7:00 p.m.
AGENDA**

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. APPROVAL OF AGENDA
5. CITIZEN PARTICIPATION
6. SUPERVISOR COMMENTS
7. PRESENTATIONS
8. CONSENT AGENDA
 - A. APPROVAL OF MINUTES **TAB 1**
 1. April 21, 2025, Regular Meeting
 - B. REPORTS **TAB 2**
 1. Supervisor Report
 2. Clerk Update
 3. Departmental Reports: Building, Fire, Park Commission Minutes, Utility, Planning and Zoning
 4. Accounting Report
 5. Monthly Financial Reports, March 2025
 - C. COMMUNICATIONS **TAB 3**
 1. Committee to Promote Superior Township (C2PST)
 2. Save the Date - Superior Day 2025
 3. Irma Golden Email Regarding Hiring Practices
 4. Irma Golden Inquiry into Board Response to Resident Concerns
 5. Irma Golden Email Regarding Roads and Sidewalks
 - D. OLD BUSINESS **TAB 4**
 1. Revisiting the following ordinances due to publishing error:
 - a. Ordinance No. 169 Article III – YCUA Sewer Service, Second Reading
 - b. No. 196 – Rental Housing Certification, First Reading
 - c. Ordinance No. 197 – Urban Service District, First Reading
9. ITEMS REMOVED FROM THE CONSENT AGENDA
10. NEW BUSINESS **TAB 5**
 - A. Ordinance No. 195 – Property Maintenance Code, First Reading
 - B. Resolution 2025-30, Resolution to Approve Professional Service Agreement with JCM Media Group for Website Support and Project Services
 - C. Resolution 2025-31, Resolution to Accept TAZ Networks, Inc. Proposal for Managed Services

- D. Resolution 2025-32, Resolution to Approve Updated Planning and Zoning Fee Schedule
- E. Resolution 2025-33, Resolution to Appoint Aalea Skrycki as Accountant/Billing Specialist for the Superior Township Utility Department

11. BILLS FOR PAYMENT AND RECORD OF DISBURSEMENTS **TAB 6**

12. PLEAS AND PETITIONS

13. ADJOURNMENT

Angela Robinson, Clerk, Superior Township, 3040 N. Prospect, Superior Township, MI 48198
Telephone: 734-482-6099; [Email: arobinson@superior-twp.org](mailto:arobinson@superior-twp.org)

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**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
APRIL 21, 2025
PROPOSED MINUTES
PAGE 1**

1. CALL TO ORDER

The regular meeting of the Charter Township of Superior Board of Trustees was called to order by Supervisor Emily Dabish Yahkind at 7:00 p.m. on April 21, 2025, at the Superior Charter Township Hall, 3040 N Prospect Rd, Superior Charter Township, Michigan.

2. PLEDGE OF ALLEGIANCE

Supervisor Dabish Yahkind led the assembly in the Pledge of Allegiance.

3. ROLL CALL

The board members present included Supervisor Emily Dabish Yahkind, Clerk Angela Robinson, Treasurer Lisa Lewis, Trustee Sarah Devereaux, Trustee Dana Greene Jr., and Trustee Ken Schwartz.

Absent: Trustee Brenda McKinney

4. ADOPTION OF AGENDA

The motion was made by Trustee Schwartz and supported by Trustee Devereaux to approve the agenda.

The motion carried unanimously.

Documents submitted at the table will appear at the end of these minutes

5. CITIZEN PARTICIPATION

- **Leticia Lamelle Sharp**, Washtenaw County Treasurer, appeared to introduce herself.
- **Tom Freeman**, Dixboro resident, brought a copy of the insurance certificate needed for the Dixboro Farmer's Market.
- **Mrs. Muhammad**, Superior Township resident, questioned a discrepancy in the general fund report and stated that the board still has been unable to provide her with a deficit number. She asked for clarity regarding the Sycamore Meadows receivership and encouraged the board to give their undivided attention to residents during public comments.
- **Martha Kern-Boprie**, Park Commissioner, voiced her support for the Dixboro Farmer's Market.
- **Jerry Clifton**, Pine Ct., asked if Morris Concrete worked for the township because he was unable to reach them after having issues with the work they did on his sidewalk and driveway. He also reported drain issues caused by trees on Stephens Dr. and issues with an unfinished sidewalk on Cedar Ct. and Stephens Dr.

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- **Mary Burton**, Utility Director, shared the negative effects the hiring freeze is having on the Superior Township Utility department and urged the board to lift the freeze.
- **Jack Smiley**, Cherry Hill Rd., urged the board to consider a conservation easement instead of a permanent deed restriction for Garrett's Space. He also expressed concern regarding the urban services district and pace of development in Superior Township.
- **Brenda Baker**, Ashton Ct., announced that the Committee to Support Superior Township would have an information booth at the Dixboro Farmer's Market and are enlisting volunteers to work the booth. She expressed concern regarding the Urban Service district and encouraged the board to seek additional resident feedback before moving forward.
- **Irma Golden**, Sheffield Dr., stated the area south of Geddes Rd. has long been neglected, particularly regarding blight and road safety. She submitted photos of deteriorated properties on main roads, noting over a decade of inaction. She also recounted an incident where a property was misclassified, delaying enforcement. She compared the long struggle for speed humps on Stephens Dr., —despite years of resident pleas— to the swift response and repaving in the wealthier, predominantly white Tanglewood area. She highlighted systemic inequities and obstruction when raising concerns, expressing frustration and emotional pain over perceived disparities in treatment.

6. SUPERVISOR COMMENTS

- Supervisor Dabish Yahkind explained how she has been addressing blight issues on several properties, working collaboratively rather than immediately ticketing. She stressed that while reviewing the sewage ordinance, it should be viewed as a tool to support the community's master plan and slow down development pressures. They also explain the concept of receivership, giving an update on the Sycamore Meadows property, where they are collaborating with HUD, the courts, and federal agencies to rehabilitate the property, protect tenants, and ensure responsible future ownership that aligns with community values.

7. CONSENT AGENDA

The motion was made by Trustee Schwartz and supported by Treasurer Lewis to approve the March 17, 2025 Board of Trustees meeting minutes.

The motion carried unanimously.

The motion was made by Trustee Schwartz and supported by Trustee Devereaux to approve the April 8, 2025 Board of Trustees meeting minutes.

The motion carried unanimously.

The motion was made by Trustee Schwartz and supported by Treasurer Lewis to receive and file Reports from the consent agenda.

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The motion carried unanimously.

The motion was made by Supervisor Dabish Yahkind and supported by Trustee Devereaux to remove for discussion item 4 of communications entitled *Letter to the Board Regarding Trustee Ken Schwartz*.

The motion carried unanimously.

The motion was made by Treasurer Lewis and supported by Trustee Greene to receive and file items 1, 2, 3, and 5 of Communications.

The motion carried unanimously.

A. APPROVAL OF MINUTES

1. MARCH 17, 2025
2. APRIL 8, 2025

B. REPORTS

1. SUPERVISOR REPORT
2. BUILDING DEPARTMENT
3. FIRE DEPARTMENT
4. PARKS AND RECREATION COMMISSION MINUTES
5. ASSESSING DEPARTMENT
6. PLANNING AND ZONING DEPARTMENT
7. OHM UPDATE
8. MONTHLY FINANCIAL REPORTS, FEBRUARY 2025

C. COMMUNICATIONS

1. COMMITTEE TO PROMOTE SUPERIOR TOWNSHIP (C2PST)
2. LETTER TO THE BOARD REGARDING BLIGHT
3. LETTER TO THE BOARD REGARDING MORRIS CONCRETE SOLUTIONS
- ~~4. LETTER TO THE BOARD REGARDING TRUSTEE KEN SCHWARTZ~~
5. LETTER TO THE BOARD REGARDING ROADS COMMITTEE

8. ITEMS REMOVED FROM THE CONSENT AGENDA

A. LETTER TO THE BOARD REGARDING TRUSTEE KEN SCHWARTZ

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The motion was made by Trustee Devereaux and supported by Trustee Greene to receive and file the letter to the board regarding Trustee Ken Schwartz.

Attorney Lucas clarified that the board has no authority to investigate or take action against a board member based on the claims in the letter; removal would require action by the governor, and any criminal matters should be referred to the police.

The motion carried unanimously.

9. UNFINISHED BUSINESS

**A. AMENDED ORDINANCE NO. 169 ARTICLE III – YCUA SEWER SERVICE,
SECOND READING**

The motion was made by Trustee Schwartz and supported by Trustee Devereaux to approve the seconding reading of the ordinance.

**AMENDMENT OF ORDINANCE 169 ARTICLE III:
THE UTILITIES ORDINANCE**

**FIRST READING: MARCH 17, 2025
SECOND READING: APRIL 21, 2025**

The Charter Township of Superior Board of Trustees held the first reading of an Ordinance amending Article III of Ordinance No.169, entitled the “Utilities Ordinance”.

The first reading of the amended Article III was made at the regular meeting of the Superior Charter Township Board of Trustees held on March 17, 2025, at the Superior Charter Township Hall located at 3040 N. Prospect Road, Ypsilanti, MI 48198.

This ordinance amends Article III of Ordinance 169 by amending a number of provisions in the ordinance to conform to the requirements of the Ypsilanti Community Utilities Authorities (YCUA) for treatment of wastewater. All wastewater emanating from the Township is treated by the YCUA and the amendments are required to meet the discharge standards established by the YCUA.

Roll Call

Aye: Supervisor Dabish Yahkind, Trustee Devereaux, Trustee Greene, Treasurer Lewis, Clerk Robinson, Trustee Schwartz

Nay: None

Absent: Trustee McKinney

The motion carried unanimously.

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10. NEW BUSINESS

A. ORDINANCE NO. 196 – RENTAL HOUSING CERTIFICATION, FIRST READING

The motion was made by Trustee Devereaux and supported by Trustee Greene to approve the ordinance with an amendment to be added by Carlisle Wortman and Associates exempting homeowners renting to immediate family members from being considered a rental property.

**ORDINANCE NO. 196:
RENTAL HOUSING CERTIFICATION**

FIRST READING: APRIL 21, 2025

The Township Board of the Charter Township of Superior held the first reading of an Ordinance 196 for the Charter Township of Superior, entitled the “Utilities Ordinance”. The first reading of Ordinance 196 was made at the regular meeting of the Charter Township of Superior Board of Trustees held on April 21, 2025, at the Superior Charter Township Hall located at 3040 N. Prospect Road, Ypsilanti, MI 48198.

Ordinance No. 196 entitled “Rental Housing Certification” establishes rules and regulations for the periodic and equitable registration, inspection, and periodic certification of all forms of rental housing including single-family, condominium, mobile home, two-family duplex, multifamily, and accessory dwelling unit style buildings and dwelling units; and in doing so, the Charter Township of Superior hereby repeals Ordinance No. 106 entitled Inspection of Multiple Dwellings effective on January 15, 1990 as amended by Ordinances No. 170 effective on January 22, 2008 and Ordinance No. 175 effective on October 6, 2008.

Roll Call

Aye: Supervisor Dabish Yahkind, Trustee Devereaux, Trustee Greene, Treasurer Lewis, Clerk Robinson, Trustee Schwartz

Nay: None

Absent: Trustee McKinney

The motion carried unanimously.

B. ORDINANCE NO. 197 – URBAN SERVICE DISTRICT, FIRST READING

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The motion was made by Trustee Schwartz and supported by Trustee Devereaux to approve the first reading of the ordinance.

**ORDINANCE NO. 197:
MODIFICATION OF THE URBAN SERVICE DISTRICT BOUNDARY**

FIRST READING: APRIL 21, 2025

The Township Board of the Charter Township of Superior held the first reading of an Ordinance 197 for the Charter Township of Superior, entitled “Urban Service District Boundary”.

The first reading of the Ordinance 197 was made at the regular meeting of the Charter Township of Superior Board of Trustees held on April 21, 2025, at the Superior Charter Township Hall located at 3040 N. Prospect Road, Ypsilanti, MI 48198.

Ordinance 197 outlines the framework for managing water and sewer services within the Charter Township of Superior. The ordinance establishes and identifies an Urban Service District boundary based on critical factors such as population growth, zoning, land use policies, and the capacity of the water and sewage systems. This boundary is essential for governmental agreements and aligns with the Township's master plan. Ordinance 197 further establishes procedures and standards for review and modification of the Urban Service District boundaries.

Roll Call

Aye: Supervisor Dabish Yahkind, Trustee Devereaux, Treasurer Lewis, Clerk Robinson, Trustee Schwartz

Nay: Trustee Greene

Absent: Trustee McKinney

The motion carried unanimously.

C. RESOLUTION 2025-25, RESOLUTION TO ACCEPT THE LAWN CARE PROPOSAL FROM CONKLIN LANDSCAPING, INC. FOR MAINTENANCE SERVICES AT TWO ROUNDABOUTS

A motion was made by Supervisor Dabish Yahkind and supported by Trustee Greene to approve Supervisor Dabish Yahkind’s request to abstain from voting on Resolution 2025-25 due to a conflict of interest.

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Roll Call

Aye: Trustee Devereaux, Trustee Greene, Treasurer Lewis, Clerk Robinson, Trustee Schwartz

Nay: None

Abstained: Supervisor Dabish Yahkind

Absent: Trustee McKinney

The motion carried unanimously.

The motion was made by Treasurer Lewis and supported by Trustee Devereaux to approve the resolution.

**CHARTER TOWNSHIP OF SUPERIOR
WASHTENAW COUNTY, MICHIGAN**

**RESOLUTION TO ACCEPT THE LAWN CARE PROPOSAL FROM CONKLIN
LANDSCAPING, INC. FOR MAINTENANCE SERVICES AT TWO ROUNDABOUTS**

RESOLUTION NUMBER: 2025-25

DATE: APRIL 21, 2025

WHEREAS, the Charter Township of Superior is committed to the maintenance and beautification of its public spaces, ensuring they are welcoming and well-kept for residents and visitors alike; and,

WHEREAS, the roundabouts located at Geddes at Ridge and at Superior are essential components of our community's infrastructure, requiring regular lawn care and maintenance to preserve their appearance and functionality; and,

WHEREAS, Conklin Landscaping, Inc., with 25 years of dependable service experience, has submitted a lawn care proposal dated March 13, 2025, for the period of April 1, 2025, through November 30, 2025, to provide such services at the specified locations; and,

WHEREAS, the proposal includes lawn mowing and trimming services scheduled every other week for the Geddes & Ridge Roundabout at a rate of \$45.00 per service and for the Geddes & Superior Roundabout at a rate of \$170.00 per service; and,

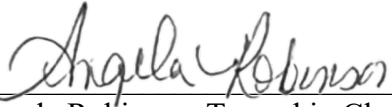
WHEREAS, the Township recognizes the need for regular lawn maintenance services for these roundabouts and deems the proposal submitted by Conklin Landscaping, Inc. to be in the best interest of the Township, both in terms of service quality and cost efficiency;

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NOW, THEREFORE, BE IT RESOLVED that the Charter Township of Superior Board of Trustees hereby accepts the lawn care service proposal from Conklin Landscaping, Inc. for the specified maintenance of the Geddes & Ridge and Geddes & Superior roundabouts, in accordance with the terms and rates outlined in Proposal # SUPTWPS-25M-0010 for an approximate expected total of \$3,870.00.

CERTIFICATION STATEMENT

I, Angela Robinson, the duly qualified Clerk of the Charter Township of Superior, Washtenaw County, Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted at a regular meeting of the Charter Township of Superior Board held on April 21, 2025, and that public notices of said meeting were given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended.



Angela Robinson, Township Clerk

4/21/2025
Date Certified

Roll Call

Aye: Trustee Devereaux, Trustee Greene, Treasurer Lewis, Clerk Robinson, Trustee Schwartz
Nay: None
Abstained: Supervisor Dabish Yahkind
Absent: Trustee McKinney

The motion carried unanimously.

D. RESOLUTION 2025-26, RESOLUTION TO ACCEPT THE LAWN CARE PROPOSAL FROM CONKLIN LANDSCAPING, INC. FOR MAINTENANCE SERVICES AT THE PROSPECT ROAD BRIDGE AREA – SOUTH OF GEDDES AVENUE

A motion was made by Supervisor Dabish Yahkind and supported by Trustee Schwartz to approve Supervisor Dabish Yahkind's request to abstain from voting on Resolution 2025-26 due to a conflict of interest.

The motion carried unanimously.

The motion was made by Treasurer Lewis and supported by Clerk Robinson to approve the resolution.

**CHARTER TOWNSHIP OF SUPERIOR
WASHTENAW COUNTY, MICHIGAN**

**CHARTER TOWNSHIP OF SUPERIOR BOARD
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**RESOLUTION TO ACCEPT THE LAWN CARE PROPOSAL FROM CONKLIN
LANDSCAPING, INC. FOR MAINTENANCE SERVICES AT THE PROSPECT ROAD
BRIDGE AREA - SOUTH OF GEDDES AVENUE**

RESOLUTION NUMBER: 2025-26

DATE: APRIL 21, 2025

WHEREAS, the Charter Township of Superior is committed to the maintenance and beautification of its public spaces, ensuring they are welcoming and well-kept for residents and visitors alike; and,

WHEREAS, the Prospect Rd. Bridge Area - South of Geddes Ave. are essential components of our community's infrastructure, requiring regular lawn care and maintenance to preserve their appearance and functionality; and,

WHEREAS, Conklin Landscaping, Inc., with 25 years of dependable service experience, has submitted a lawn care proposal dated March 13, 2025, for the period of April 1, 2025, through November 30, 2025, to provide such services at the specified locations; and,

WHEREAS, the proposal includes lawn mowing and trimming services scheduled every other week for the Prospect Rd. Bridge Area - South of Geddes Ave. at a rate of \$210.00 per service and for hand trimming services scheduled once a month between the bridge and Prospect Rd. at a rate of \$315.00 per service; and,

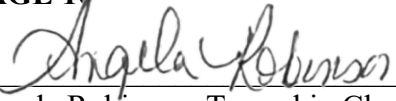
WHEREAS, the Township recognizes the need for regular lawn maintenance services for these areas and deems the proposal submitted by Conklin Landscaping, Inc. to be in the best interest of the Township, both in terms of service quality and cost efficiency;

NOW, THEREFORE, BE IT RESOLVED that the Charter Township of Superior Board of Trustees hereby accepts the lawn care service proposal from Conklin Landscaping, Inc. for the specified maintenance of the Prospect Rd. Bridge Area South of Geddes Ave., in accordance with the terms and rates outlined in Proposal # SUPTWPS-25M-0010 for an approximate expected total of \$6,300.00.

CERTIFICATION STATEMENT

I, Angela Robinson, the duly qualified Clerk of the Charter Township of Superior, Washtenaw County, Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted at a regular meeting of the Charter Township of Superior Board held on April 21, 2025, and that public notices of said meeting were given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended.

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Angela Robinson, Township Clerk

4/21/2025
Date Certified

Roll Call

Aye: Trustee Devereaux, Trustee Greene, Treasurer Lewis, Clerk Robinson, Trustee Schwartz

Nay: None

Abstained: Supervisor Dabish Yahkind

Absent: Trustee McKinney

The motion carried unanimously.

E. RESOLUTION 2025-27, RESOLUTION TO ACCEPT THE LAWN CARE PROPOSAL FROM CONKLIN LANDSCAPING, INC. FOR MAINTENANCE SERVICES AT SUPERIOR CHARTER TOWNSHIP TOWNHALL

A motion was made by Supervisor Dabish Yahkind and supported by Treasurer Lewis to approve Supervisor Dabish Yahkind's request to abstain from voting on Resolution 2025-27 due to a conflict of interest.

The motion carried unanimously.

The motion was made by Trustee Devereaux and supported by Clerk Robinson to approve the resolution.

**CHARTER TOWNSHIP OF SUPERIOR
WASHTENAW COUNTY, MICHIGAN**

**RESOLUTION TO ACCEPT THE LAWN CARE PROPOSAL FROM CONKLIN
LANDSCAPING, INC. FOR MAINTENANCE SERVICES AT
SUPERIOR CHARTER TOWNSHIP TOWNHALL**

RESOLUTION NUMBER: 2025-27

DATE: APRIL 21, 2025

WHEREAS, the Superior Charter Township is committed to the maintenance and beautification of its public spaces, ensuring they are welcoming and well-kept for residents and visitors alike; and,

WHEREAS, the Superior Charter Township Townhall and surrounding grounds are an essential component of our community's infrastructure, requiring regular lawn care and maintenance to preserve its appearance and functionality; and,

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WHEREAS, Conklin Landscaping, Inc., with 25 years of dependable service experience, has submitted a lawn care proposal dated March 26, 2025, for the period of April 1, 2025, through November 30, 2025, to provide such services at the specified locations; and,

WHEREAS, the proposal includes lawn mowing, trimming, and grass blowing services scheduled weekly for all lawn areas around the township hall, the red pole barn not including the dumping areas, and the white garage to the east of the Townhall at a rate of \$468.00 per service and for the edging of sidewalks and curbs scheduled every two weeks or as needed at a rate of \$64.00 per service; and,

WHEREAS, the Township recognizes the need for regular lawn maintenance services for the areas surrounding Superior Charter Township Townhall and deems the proposal submitted by Conklin Landscaping, Inc. to be in the best interest of the Township, both in terms of service quality and cost efficiency;

NOW, THEREFORE, BE IT RESOLVED that the Charter Township of Superior Board of Trustees hereby accepts the lawn care service proposal from Conklin Landscaping, Inc. for the specified maintenance of the grounds surrounding Superior Charter Township Townhall, in accordance with the terms and rates outlined in Proposal # SUPTW-24M-0010 for an approximate expected total of \$17,064.

CERTIFICATION STATEMENT

I, Angela Robinson, the duly qualified Clerk of the Charter Township of Superior, Washtenaw County, Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted at a regular meeting of the Charter Township of Superior Board held on April 21, 2025, and that public notices of said meeting were given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended.



Angela Robinson, Township Clerk

4/21/2025

Date Certified

Roll Call

Aye: Trustee Devereaux, Trustee Greene, Treasurer Lewis, Clerk Robinson, Trustee Schwartz

Nay: None

Abstained: Supervisor Dabish Yahkind

Absent: Trustee McKinney

The motion carried unanimously.

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**F. RESOLUTION 2025-28, RESOLUTION TO ACCEPT THE STREETSIDE
MAINTENANCE AGREEMENT WITH MR. BUTLER FOR THE OAKBROOK
AND WASHINGTON SQUARE SUBDIVISION COMMON AREAS**

The motion was made by Treasurer Lewis and supported by Trustee Greene to approve the first reading of the ordinance.

**CHARTER TOWNSHIP OF SUPERIOR
WASHTENAW COUNTY, MICHIGAN**

**RESOLUTION TO ACCEPT THE STREET-SIDE MAINTENANCE AGREEMENT
WITH MR. BUTLER FOR THE OAKBROOK AND WASHINGTON SQUARE
SUBDIVISION COMMON AREAS**

RESOLUTION NUMBER: 2025-28

DATE: APRIL 15, 2024

WHEREAS, the Charter Township of Superior is a Michigan municipal corporation that provides public services to residents of the Township; and

WHEREAS, a Special Assessment District was created to provide funding for street-side maintenance in the Oakbrook and Washington Square subdivisions located in the Township, which includes cutting the grass and other maintenance of the common areas; and

WHEREAS, the Township Board has the responsibility to approve, execute and administer agreements to provide for such street-side maintenance; and

WHEREAS, Mr. Robert Lee Butler has worked as an independent contractor for the Township for many years; and

WHEREAS, the Township has been extremely satisfied with the performance of Mr. Butler.

NOW, THEREFORE BE IT RESOLVED that the Superior Charter Township Board of Trustees accepts the agreement for 2025 with Mr. Robert Lee Butler for side-street maintenance in the amount of \$26,500.00, *which is 4% more than 2024*. The Board of Trustees authorizes the Township Supervisor to sign the Agreement, and that the cost of this agreement is to be taken from the Side Street Maintenance Fund, G.L. Account No. 203.

CERTIFICATION STATEMENT

I, Angela Robinson, the duly qualified Clerk of the Charter Township of Superior, Washtenaw County, Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution

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adopted at a regular meeting of the Charter Township of Superior Board held on April 21, 2025, and that public notices of said meeting were given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended.



Angela Robinson, Township Clerk

4/21/2025
Date Certified

Roll Call

Aye: Supervisor Dabish Yahkind, Trustee Devereaux, Trustee Greene, Treasurer Lewis, Clerk Robinson, Trustee Schwartz

Nay: None

Absent: Trustee McKinney

The motion carried unanimously.

G. RESOLUTION 2025-29, RESOLUTION TO ESTABLISH THE SUPERIOR TOWNSHIP ROADS AND BLIGHT COMMITTEE

The motion was made by Treasurer Lewis and supported by Trustee Greene to approve the resolution.

**CHARTER TOWNSHIP OF SUPERIOR
WASHTENAW COUNTY, MICHIGAN**

**RESOLUTION TO ESTABLISH THE SUPERIOR TOWNSHIP
ROADS AND BLIGHT COMMITTEE**

RESOLUTION NUMBER 2025-29

DATE: APRIL 21, 2025

WHEREAS, the Superior Charter Township Board recognizes the importance of maintaining and enhancing the visual appeal, safety, and property values of the community; and

WHEREAS, conditions of blight, including but not limited to abandoned buildings, vacant lots, and neglected properties, negatively impact the aesthetic and functional integrity of the Township;

NOW, THEREFORE, BE IT RESOLVED that the Superior Charter Township Board hereby establishes the Roads and Blight Committee for the purpose of identifying, addressing, and preventing blight within the Township. For the purposes of this resolution, “blight” shall be

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defined as abandoned buildings, vacant lots, neglected properties, or any conditions that significantly detract from the overall visual and functional character of the community.

NOW BE IT FURTHER RESOLVED that the Roads and Blight Committee shall be composed of three members: Larry Davis, Jean Winborn, and Ken Schwartz. The Committee shall be authorized to identify blighted conditions within the Township and document its findings, and it shall recommend appropriate actions for the remediation and enforcement of these conditions.

NOW BE IT FURTHER RESOLVED that the Committee shall develop a strategic action plan to address blight. This plan shall include initiatives to educate the community on the importance of blight prevention and remediation, outreach efforts to engage property owners in the maintenance of their properties, and collaboration with local organizations and agencies to secure additional resources and support.

NOW BE IT FURTHER RESOLVED that, in cases where property owners fail to comply with recommendations, the Committee shall suggest enforcement actions, including but not limited to the issuance of fines for continued neglect or legal measures necessary to compel compliance and remediation.

NOW BE IT FURTHER RESOLVED that the Roads and Blight Committee shall provide regular reports to the Superior Charter Township Board. These reports shall include documentation of identified blighted properties, recommended or implemented actions, and updates on the progress of remediation efforts and community engagement.

NOW, THEREFORE, BE IT FINALLY RESOLVED that community members are encouraged to participate in the Township's efforts by reporting instances of blight and contributing ideas for neighborhood improvement.

CERTIFICATION STATEMENT

I, Angela Robinson, the duly qualified Clerk of the Charter Township of Superior, Washtenaw County, Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted at a regular meeting of the Charter Township of Superior Board held on April 21, 2025, and that public notices of said meeting were given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended.



Angela Robinson, Township Clerk

4/21/2025
Date Certified

Roll Call

Aye: Supervisor Dabish Yahkind, Trustee Devereaux, Trustee Greene, Treasurer Lewis, Clerk Robinson, Trustee Schwartz

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Nay: None

Absent: Trustee McKinney

The motion carried unanimously.

H. MOTION TO APPROVE SETTLEMENT AGREEMENT AND RELEASE WITH INFINITY HOMES & CO., LLC

The motion was made by Trustee Schwartz and supported by Trustee Devereaux to approve the agreement.

Roll Call

Aye: Supervisor Dabish Yahkind, Trustee Devereaux, Trustee Greene, Treasurer Lewis, Clerk Robinson, Trustee Schwartz

Nay: None

Absent: Trustee McKinney

The motion carried unanimously.

I. MOTION TO APPROVE DIXBORO VILLAGE GREEN, INC. D.B.A DIXBORO FARMER'S MARKET

The motion was made by Treasurer Lewis and supported by Clerk Robinson to approve the Dixboro Village Green, Inc. D.B.A Dixboro Farmer's Market.

Roll Call

Aye: Supervisor Dabish Yahkind, Trustee Devereaux, Trustee Greene, Treasurer Lewis, Clerk Robinson, Trustee Schwartz

Nay: None

Absent: Trustee McKinney

The motion carried unanimously.

J. MOTION TO APPROVE AGENDA ITEM SUBMISSION REQUEST FORM AND DEADLINES

The motion was made by Trustee Schwartz and supported by Trustee Greene to approve the agenda item submission request form and deadlines.

Roll Call

Aye: Supervisor Dabish Yahkind, Trustee Devereaux, Trustee Greene, Treasurer Lewis, Clerk Robinson, Trustee Schwartz

Nay: None

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
APRIL 21, 2025
PROPOSED MINUTES
PAGE 16**

Absent: Trustee McKinney

The motion carried unanimously.

11. DISCUSSION

A. PERSONNEL MANUAL

Trustee Devereaux revised the Superior Township personnel manual due to outdated content, legal conflicts, and misalignment with HR best practices. Although no redlined version was kept, she provided a high-level summary of the major changes. The board agreed to review the draft over the next month and consider a side-by-side comparison with the original manual. Trustee Devereaux clarified that the revised draft is a suggested starting point, and all agreed that an independent review should occur before final adoption.

B. JOB ANALYSIS FOR TOWNSHIP ROLES WITH FINANCIAL OVERSIGHT

The board discussed conducting a job analysis for township roles with financial oversight, noting that responsibilities may overlap and gaps in staffing or skills might exist. There was consensus on the need for such an analysis but also recognition that a working session—rather than a general meeting—would be better suited for detailed discussion. The working session would also address related topics, including the hiring freeze and the personnel manual. Concerns were raised about staffing in the utilities department and the process for filling critical roles. Interim support options and the possibility of bringing in external help for job analysis were discussed. Trustee Devereaux offered to draft a framework for the job analysis. The board agreed to schedule a working session in the coming weeks.

C. CRITERIA FOR EVALUATING WHETHER TO EXTEND OR RETIRE THE HIRING FREEZE

It was decided that a working session would be required to go over this topic in depth and would be scheduled in the weeks to come.

D. ROADSIDE CLEANUP EVENT

The board discussed the upcoming second annual roadside cleanup event scheduled for May 10 at 9 a.m. Last year's event saw 68 volunteers collect over 2,000 pounds of trash. This year's goal is to surpass 100 volunteers, with lunch provided at Old Town Hall and all materials sponsored by the Parks and Recreation Commission. Volunteers can sign up at beautifysuperior.com. Board members were publicly asked to each recruit at least five volunteers.

E. CLERK'S UPDATE ON WOODHILL GROUP

The Wood Hill Group will visit on Friday for two hours, free of charge, to assess operational needs alongside Accounting Administrator Nancy Mason. Afterward, they'll submit a proposal to be presented to the board. It was suggested they also meet with the utilities team and billing specialist. There was a request to seek multiple proposals to ensure accurate comparisons and alignment with third-party assessments.

12. BILLS FOR PAYMENT AND RECORD OF DISBURSEMENTS

The motion was made by Trustee Schwartz and supported by Trustee Devereaux to approve the bills for payment and record of disbursements totaling \$1,623,468.23.

The motion carried unanimously.

13. PLEAS AND PETITIONS

- **Michelle Justice** described ongoing drainage and flooding issues caused by Infinity Homes in her subdivision, which she says have gone unaddressed for years despite repeated complaints and visits from township officials. She questioned how the developer was allowed to build without a bond and expressed deep mistrust in their ability to fix the problem. She is frustrated by the lack of accountability, unclear financial handling, and the township's failure to protect residents from repeated construction-related issues.
- **Martha Kern-Boprie**, emphasized the need for improved public transit in the area, arguing that better access to existing stores is more beneficial than trying to place small, less convenient shops in every neighborhood. They highlight the interconnectedness of the community and the importance of convenience and choice over proximity.
- **Mrs. Muhammad** urged the board to think beyond major chains to address the grocery store issue and suggested looking at how other communities tackle food deserts. She also expressed serious concerns about financial mismanagement, citing years of audits showing a lack of internal controls—a material weakness. They criticize inconsistent financial reports and call for improved oversight.
- **Steph** strongly opposed the appointment of Ken Schwartz to the Blight Committee. She expressed frustration over the repeated appointment of the same individuals despite poor past performance. During his time in office, she believes Trustee neglected sidewalk quality, failed to act during a waste service disruption, ignored tree maintenance, and allowed decades of infrastructure neglect in neighborhoods south of Geddes.

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
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14. ADJOURNMENT

The motion was made by Trustee Schwartz and supported by Treasurer Lewis to adjourn the meeting. The motion carried and the meeting adjourned at 9:30 p.m.

Respectfully submitted,

Angela Robinson, Clerk

Emily Dabish Yahkind, Supervisor



Summary for Urban Services Ordinance

From Emily Dabish Yahkind <edy@superior-twp.org>

Date Mon 4/14/2025 12:27 PM

To Christina Benitez <cbenitez@superior-twp.org>; Kristina Rankin <krankin@superior-twp.org>; Angela Robinson <arobinson@superior-twp.org>

The Superior Township Urban Service District Ordinance outlines the framework for managing water and sewer services within the Township. The ordinance establishes an Urban Service District boundary based on critical factors such as population growth, zoning, land use policies, and the capacity of the water and sewage systems. This boundary is essential for governmental agreements and aligns with the Township's Master Plan.

The Township Board emphasizes the importance of maintaining the current Urban Service District boundary to support land use planning, township character, and natural resource preservation. Any proposed modifications to the boundary will be carefully evaluated, with priority given to areas with higher land use and population concentrations, and consideration of the local environment and planning history.

Modifications to the boundary can be requested through an application process involving a review by Township staff and a public hearing. The Township Board will assess applications based on specific criteria, including consistency with the Master Plan, changes in Township policy or conditions, and the potential impact of service expansions on community services and facilities.



Emily Dabish Yahkind
Supervisor, Superior Township

734 482 6099 | www.superiortownship.org

edy@superior-twp.org

3040 North Prospect Superior Township, MI 48198

Superior Township Supervisor's Report April Policy Updates

1. Rental Housing Certification Program: The program is a first step to more formally and systematically addressing potential quality of life issues for Superior Township residents as well as hold property owners accountable to local, state, and federal housing laws.
2. Municipal Infrastructure Ordinance: Working with our planners, attorney, and engineers – I am introducing an ordinance to further establish and regulate the expansion of municipal infrastructure, including water and sewerage, within Superior Township as a result of contemplating developmental pressures that are impending for our community.
3. Road and Blight Committee Implementation: The creation of said committee will provide regular reports to the Superior Township Board on identified blighted properties, actions taken, and progress on mediation efforts. The intention is for this committee to be a public effort.
4. May 10th will mark our Township Roadside clean up. The day will begin at 9 am at Town Hall.

Other items of note:

- Washtenaw County Health determined the matter discovered in Mario Lake by residents was organic and not harmful.
- We are working with Trinity Health for a June career fair and pathways program pop up at Town Hall.
- The Dixboro Design Review Committee is contemplating expansion in its review guideline area to match the Village Extension area in the Master Plan
- With a commitment to public safety, continuing to engage with the Sheriff's Office for both panels related to sergeant and lieutenant interviews.
- Claim was filed for basement flooding at Old Town Hall. Belfor is engaged in remediation. We are receiving quotes for necessary rehab of roof, windows, and gutters.
- The Oakbrook sign is currently being rendered by the sign company. We hope to have a date for replacement soon.



WASHTENAW COUNTY OFFICE OF THE SHERIFF

EST. 1823

ALYSHIA M. DYER, SHERIFF



April 17th, 2025

To: Emily Dabish-Yahkind, Superior Township Supervisor

From: Sgt. Jordan Erbes

Through: Lt. Alan Hunt

CC: Gary Lowe, Police Services Commander / Nick Krings, Police Services Captain

Re: March 2025 Police Services Monthly Report

Monthly Numbers:

Call for Service: 771

Traffic Stops: 146

OWI/OUID: 1

Traffic Crashes: 17

Animal Complaints: 16

Citations: 15

Significant Incidents:

25-15062 1500 Block of Ridge Rd Death/ Detective Investigation

On March 7th, 2025, Deputies were dispatched to the 1500 block of Ridge Road for a report of a 32-year-old male that was unresponsive. Deputies and HVA attempted life saving measures on the male, but he was pronounced deceased on scene. No foul play is suspected but the Detective Bureau is investigating.

In/Out of Area Time:

Into Area Time: 298

Out of Area Time: 1424



Alyshia M. Dyer
Sheriff

SUPERIOR TOWNSHIP MONTHLY POLICE SERVICES DATA

March 2025

Incidents	Month 2025	Month 2024	% Change	YTD 2025	YTD 2024	% Change
Traffic Stops	146	257	-43%	460	879	-48%
Citations	15	25	-40%	70	146	-52%
Drunk Driving (OWI)	1	4	-75%	2	7	-71%
Drugged Driving (OUID)	0	1	-	0	1	-
Calls for Service Total	771	870	-11%	2279	2671	-15%
Calls for Service (Traffic stops and non-response medicals removed)	460	510	-10%	1372	1469	-7%
Robberies	0	0	-	1	0	+
Assaultive Crimes	14	13	8%	31	42	-26%
Home Invasions	0	2	-	5	6	-17%
Breaking and Entering's	1	0	+	1	0	+
Larcenies	1	2	-50%	7	10	-30%
Vehicle Thefts	1	2	-50%	1	7	-86%
Traffic Crashes	17	18	-6%	65	78	-17%
Medical Assists	17	8	113%	38	27	41%
Animal Complaints (ACO Response)	16	10	60%	40	22	82%
In/Out of Area Time	Month (minutes)	YTD (minutes)	+ = Positive Change - = Negative Change			
Into Area Time	298	1221				
Out of Area Time	1424	3033				
Investigative Ops (DB)	16810	41975				
Secondary Road Patrol	0	1095				
County Wide	60	215				
Banked Hours	Hours Accum.	Previous Balance	Hours Used	Balance		
March - Collab	372	166.13	233.63	304.51		

Incident Count by Incident Type For Agency WD

For 3/1/2025 12:00:00 AM Thru 3/31/2025 11:59:59 PM

For City Code(s) - SUT

For Incident Type(s) -

Incident Call Date	Alarms	Incident	Address / Location	City	Location
03/01/2025 22:51:24	C3999 - ALARMS ALL OTHER	250013808	8602 HEATHER DR	SUT	RES: BOLO
03/06/2025 02:48:27		250014701	1662 SAVANNAH CT	SUT	RES: TERRELL, JASON
03/07/2025 20:08:02		250015120	1802 SHEFFIELD DR	SUT	RES: VIVIAN NOLAN
03/14/2025 10:15:51		250016730	10015 CHERRY HILL RD	SUT	CANTON CONSTRUCTION
03/19/2025 17:53:05		250018175	7580 ABIGAIL DR	SUT	RES: SCOTT PREBE
03/20/2025 14:27:31		250018353	4257 BERRY RD	SUT	BAQIR MALIK
03/23/2025 15:30:08		250019014	8759 BARRINGTON DR	SUT	VENTURA RESIDENCE
03/23/2025 20:28:54		250019069	1613 HARVEST LN	SUT	LISA WATKINS RESD
03/28/2025 09:11:35		250020085	7734 PLYMOUTH RD	SUT	STAEBLER FAMRS WASHTENAW PARKS/REC
03/30/2025 16:00:15		250020598	5049 RED FOX RUN	SUT	RYLIE-RES
	C3999 - ALARMS ALL OTHER	Total:		10	

Sum: 10

Incident Count by Incident Type For Agency WD

For 3/1/2025 12:00:00 AM Thru 3/31/2025 11:59:59 PM

For City Code(s) - SUT

City	Incident	Address / Location	Incident Call Date	Location
SUT	250013808	8602 HEATHER DR	03/01/2025 22:51:24	RES: BOLO
	250014701	1662 SAVANNAH CT	03/06/2025 02:48:27	RES: TERRELL, JASON
	250015120	1802 SHEFFIELD DR	03/07/2025 20:08:02	RES: VIVIAN NOLAN
	250016730	10015 CHERRY HILL RD	03/14/2025 10:15:51	CANTON CONSTRUCTION
	250018175	7580 ABIGAIL DR	03/19/2025 17:53:05	RES: SCOTT PREBE
	250018353	4257 BERRY RD	03/20/2025 14:27:31	BAQIR MALIK
	250019014	8759 BARRINGTON DR	03/23/2025 15:30:08	VENTURA RESIDENCE
	250019069	1613 HARVEST LN	03/23/2025 20:28:54	LISA WATKINS RESD
	250020085	7734 PLYMOUTH RD	03/28/2025 09:11:35	STAEBLER FAMRS WASHTENAW PARKS/REC
	250020598	5049 RED FOX RUN	03/30/2025 16:00:15	RYLIE-RES
SUT	10			

Total:

10



Out of Area Time

For: 03/01/2025 thru 03/31/2025



Patrol Area	Reporting Area	Username	Location	Activity Category	Incident Number	Comments	Start Time	Duration in Minutes	Start Date
ANN ARBOR-SUPERIOR TWP COLLABORATION	MANCHESTER CITY	WDVANDERROESTB	E DUNCAN ST	BACKUP DISPATCHED CALLS	250013627	BU CFS / SGT WALLACE TO ASSIST W/ MISSING SUBJECT POSS K9 TRACK	00:04:00	86	3/2/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDVANDERROESTB	CAMPBELL AVE	BACKUP DISPATCHED CALLS	250014680	BU CFS / ASSIST W/ K9 TRACK FOR SUSPECT / SGT WILLIAMS	22:40:00	35	3/5/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDPACHECOGARCIAF	ECORSE RD/5 HARRIS RD	BACKUP DISPATCHED CALLS	250015256	BU CALL SPANISH TRANSLATION APPROVED BY SGT ARTS	12:01:00	39	3/6/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDSINGERA	Washtenaw/Golfside	BACKUP DISPATCHED CALLS		BCL looking for vehicle related FA 25-16455 Supervisor approval Sgt Synum	01:45:00	75	3/13/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDTROWBRIDGEV	APPLE RIDGE ST RIDGE RD	BACKUP DISPATCHED CALLS	250016968	SHOTS HEARD IN AREA SGT WILLIAMS APPROVAL	03:20:00	15	3/15/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDMIZERK	ELMERSON AVE/HOLMES RD	BACKUP DISPATCHED CALLS	250017346	FOUND CHILD - HELPED RETURN OK PER SGT HOUK	12:40:00	5	3/16/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDPREUTHLUNO	W CLARK RD	BACKUP DISPATCHED CALLS	250017684	BACK UP YPT FOR SHOTS HEARD SGT ERBES	21:25:00	10	3/17/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDCOUCKED	HOLMES RD	BACKUP DISPATCHED CALLS	250017936	PER SGT ERBES BARRICADED DV SUSPECT ASSIST WITH NEGOTIATIONS	21:10:00	140	3/18/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDNEDDOK	HOLMES RD	BACKUP DISPATCHED CALLS	250017936	BU YPSI TWP UNIT ON REPORT OF DV AND SUSPECT ADVISED HE WOULD SHOOT SO SUSPECT BARRICADED HIMSELF IN UNIT APPROVAL TO ASSIST PER SGT ERBES	21:14:00	132	3/18/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDNEDDOK	HOLMES RD	BACKUP DISPATCHED CALLS	250017984	REPORT OF A POSSIBLE B&E WITH THE SAME SUSPECT AS INCIDENT 25-17936 APPROVAL TO ASSIST PER SGT ERBES	01:56:00	20	3/19/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDPREUTHLUNO	HOLMES RD	BACKUP DISPATCHED CALLS	250017984	Back Up YPT Deps for BE in progress SGT Erbes	02:00:00	65	3/19/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDMIZERK	ROUNDTREE-CNT	DETAIL		PER SGT HOUK CNT CALL OUT	14:00:00	61	3/19/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDCOUCKED	ROUNDTREE-CNT	DETAIL		PER SGT HOUK/ERBES CNT CALL OUT	15:02:00	193	3/19/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDLOWHORNB	ANCHOR BAY	DISPATCHED CALLS	250018124	ASSIST YPT NO AVAIL DEPS - TIED UP ON 16089 OK BY SGT HOUK	15:02:00	58	3/19/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDLOWHORNB	FOREST CT	DISPATCHED CALLS	250018141	ASSIST YPT NO AVAIL DEPS - TIED UP ON 16089 SGT HOUK APPROVED	16:00:00	60	3/19/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDLOWHORNB	EQUIP ROUNDTREE	DETAIL		ASSIST YPT NO AVAIL DEPS - TIED UP ON 16089 FOR SWAT/CNT CALL OUT SGT HOUK APPROVED	17:00:00	25	3/19/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDFARMERA	BELMONT DR	BACKUP DISPATCHED CALLS	250018187	Assisted YPT Deps for scene security and BOL for suspects OK per Sgt Houk	18:30:00	30	3/19/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDLOWHORNB	BELMONT DR	BACKUP DISPATCHED CALLS	250018187	BU YPT DEPS WITH SHOOTING SGT HOUK APPROVED	18:30:00	30	3/19/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDURBANS	FOX AVE/SENECA ST	BACKUP DISPATCHED CALLS	250018663	SGT PENNINGTON APPROVED- DISORDERLY SUBJECT LEO SAFETY CONCERN DUE TO LARGE CROWD	19:30:00	30	3/21/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDSINGERA	FOX AVE/SENECA ST	BACKUP DISPATCHED CALLS	250018663	felony assault in the willow request of additional units Supervisor Sgt Erbes	19:40:00	20	3/21/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDPREUTHLUNO	E CLARK RD/DAWN AVE	BACKUP TRAFFIC STOP	250018927	Back up YPT Deps on Traffic Stop SGT Pennington	01:00:00	0	3/23/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDPREUTHLUNO	APPLE RIDGE ST	BACKUP DISPATCHED CALLS	250019097	BACK UP YPT DEP ON MEDICAL CALL WITH CHILD SGT ERBES	21:00:00	15	3/23/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDMICHAELS	HOLMES RD/MIARD RD	BACKUP TRAFFIC STOP	250019332	back up unit for 710 traffic stop sgt pennington approved	21:40:00	15	3/24/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDEARLEYJ	CANDLEWOOD LN	BACKUP DISPATCHED CALLS	250019411	Assist YPT with FA Approved by Sgt Houk	12:00:00	90	3/25/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDCOUCKED	CANDLEWOOD LN	BACKUP DISPATCHED CALLS	250019411	PER SGT HOUK ASSIST WITH ARRESTING SUSPECTS	12:15:00	65	3/25/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	SALEM TOWNSHIP	WDTROWBRIDGEV	BROOKVILLE RD/CURTIS RD	BACKUP TRAFFIC STOP	250019516	BACKUP DEP MCGRADY ON DWI STOP SGT WILLIAMS APPROVAL	19:25:00	55	3/26/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDPACHECOGARCIAF	INTERNATIONAL DR	BACKUP DISPATCHED CALLS	250020031	BU SPANISH APPROVED BY SGT ERBES	22:10:00	20	3/27/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDMICHAELS	INTERNATIONAL DR	BACKUP DISPATCHED CALLS	250020487	BU CFS / SGT WILLIAMS K9 ASSIST W/ SUBJECT WHO CUT HIS TETHER	23:30:00	25	3/29/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDMICHAELS	NEW MEADOW DR	BACKUP DISPATCHED CALLS	250020676	THIS WAS A CALL INVOLVING MISSING CHILD SGT WILLIAMS APPROVAL WENT FOR POSSIBLE K9 TRACK OF THE MISSING CHILD TO HELP ASSIST RESPONDING UNITS IN THE AREA	20:40:00	10	3/30/2025
Sum								1424	



Into Area Time Superior TWP

For: 03/01/2025 thru 03/31/2025



Patrol Area	Reporting Area	Username	Location	Activity Category	Incident Number	Comments	Start Time	Duration in Minutes	Start Date
YPSILANTI TWP	SUPERIOR TWP	WDGOMBOSJ	RIDGE RD	BACKUP DISPATCHED CALLS	250013852	ASSIST SUT UNITS ON STRUCTURE FIRE OKAY PER SGT HOGAN	03:49:00	20	3/2/2025
YPSILANTI TWP	SUPERIOR TWP	WDTRASKOSR	DOVER CT	BACKUP DISPATCHED CALLS	250015798	ASSISTED CMH WITH OUTREACH	18:40:00	5	3/10/2025
YPSILANTI TWP	SUPERIOR TWP	WDBECHTOLG	SPRUCE LN	BACKUP DISPATCHED CALLS	250015912	BACKED SUT SOLO UNIT ON DOMESTIC/ARREST MADE/SGT WILLIAMS	04:02:00	88	3/11/2025
YPSILANTI TWP	SUPERIOR TWP	WDPACHECOGARCIA	RIDGE 72	DETAIL		FOLLOW UP FOR DETECTIVE SOYRING APPROVED BY SGT HOGAN	14:55:00	10	3/11/2025
SALEM TWP	SUPERIOR TWP	WDMCGRADYP	SHEFFIELD DR	BACKUP DISPATCHED CALLS	250018380	assist w edp/threats complaint. sgt wallace approved	18:16:00	79	3/20/2025
YPSILANTI TWP	SUPERIOR TWP	WDTRASKOSR	SHEFFIELD DR	BACKUP DISPATCHED CALLS	250018380	ASSISTED DEPUTY FARMER WITH EDP SUBJECT APPROVED SGT WALLACE	18:45:00	40	3/20/2025
YPSILANTI TWP	SUPERIOR TWP	WDTRASKOSR	NORFOLK AVE	BACKUP DISPATCHED CALLS	250018397	ASSISTED DEPUTY COUCKE WITH EDP APPROVED SGT WALLACE	17:25:00	5	3/20/2025
YPSILANTI TWP	SUPERIOR TWP	WDNEEDOK	LAKEVIEW CT	BACKUP DISPATCHED CALLS	250018466	REPORT OF DV IN SUP TWP APPROVAL TO BU 763 PER SGT THOMPSON DUE TO 763 BEING THE ONLY AVAILABLE SUP TWP UNIT	23:56:00	16	3/20/2025
YPSILANTI TWP	SUPERIOR TWP	WDSIMMST	MCAULEY DR	BACKUP DISPATCHED CALLS	250018954	CPS - SUT ASSIST DISORDERLY / SGT PENNINGTON	05:40:00	30	3/23/2025
YPSILANTI TWP	SUPERIOR TWP	WDSIMMST	MACARTHUR BLVD	BACKUP DISPATCHED CALLS	250019107	ASSIST SUT DISORDERLY / SGT ERBES	23:40:00	5	3/23/2025
Sum:								298	

SETTLEMENT AGREEMENT AND RELEASE

DG Residential Sales, LLC ("DG") was the developer of a certain residential housing project located in the Charter Township of Superior (the "Township") commonly known as Woodside Village (the "Project").

In connection with the Project, DG posted performance bonds (the "Bonds") with the Township in the amount of One Hundred Eight Four Thousand Six Hundred Thirty Dollars (\$184,630). Except as noted below, DG has performed its obligations on the Project and is entitled to have a portion of the bond returned.

IT IS AGREED AS FOLLOWS:

1. From the original One Hundred Eight Four Thousand Six Hundred Thirty Dollars (\$184,630) posted by DG, the Township shall return to DG the sum of One Hundred Eight Thousand Four Hundred Thirty Dollars (\$108,430.00). This amount represents the bond money held by the Township less:
 - a. Thirty Five Thousand Dollars (\$35,000) (the "Retainage") which the parties have agreed that the Township may retain to pay for work that DG was obligated to perform at the Project but did not complete which DG agrees may be paid over to Infinity Homes & Co. LLC; and
 - b. Forty-One Thousand Two Hundred Dollars (\$41,200) which DG assigned to Equity Trust Company custodian FBO Robert McTavish pursuant to an assignment of rights dated November 3, 2016.
2. Upon receipt of the One Hundred Eight Thousand Four Hundred Thirty Dollars (\$108,430.00) from the Township, DG fully, and finally releases, acquits, and discharges the Township and the its successors, assigns, employees, officers, and representatives, from any and all claims of any kind or nature relating the Bonds and expressly authorizes the Township to use the Retainage for the completion of the Project and relinquishes any claim to any portion of the Retainage.
3. Further, the Township accepts the Retainage in lieu of requiring DG's performance of any additional work on the Project.
4. The undersigned further acknowledge that the terms of this agreement and release have been completely read and are fully understood and voluntarily accepted, and that it has had the opportunity to consult with an attorney at any time and to have an attorney review the terms of this release before it is signed.

Signatures on following page

SUPERIOR CHARTER TOWNSHIP


By: Emily Dabish Yahkind
Its: Supervisor


By: Angela Robinson
Its: Clerk

STATE OF MICHIGAN }
COUNTY OF WASHTENAW }

On April 21, 2025, Emily Dabish Yahkind, the supervisor of the Charter Township of Superior and Angela Robinson, the clerk of the Charter Township of Superior were sworn and executed this document for the purpose and consideration herein expressed.


Notary Public
Washtenaw, County, Michigan
My commission expires: 6-16-2027

NANCY L. MASON
NOTARY PUBLIC, STATE OF MI
COUNTY OF WASHTENAW
MY COMMISSION EXPIRES Jun 16, 2027
ACTING IN COUNTY OF Washtenaw

DG Residential Sale, LLC

[Handwritten Signature]

By: RHETT HUFF, PRESIDENT - ASSET MANAGEMENT CONSULTANTS

Its: ATTORNEY-IN-FACT FOR DG RESIDENTIAL SALES, LLC

PURSUANT TO POA DATED SEPT 20, 2023

STATE OF VIRGINIA }
COUNTY OF PRINCE WILLIAM

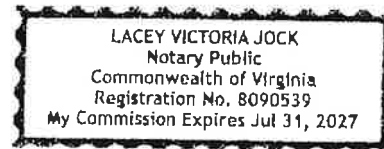
On April 23rd, 2025, Rhett Huff, the Attorney-In-Fact
of DG Residential Sale, LLC was sworn and executed this document for the purpose and
consideration herein expressed.

[Handwritten Signature]

Notary Public

Prince William County, VA

My commission expires: July 31, 2027



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Building Department Report

12 May, 2025

- 1) New home construction continues at Prospect Pointe West. Phase one is near completion. They have plans for the first 3 house for phase 2 waiting for Zoning approval.
- 2) Huron Dental Clinic at 5387 Plymouth /AA rd. is in finishing stages now. This when they are painting and installing the Electrical devices and Plumbing fixtures. And all the interior finishes. This phase usually takes a while before any more inspections.
- 3) There have been 6 sets of plans reviewed and approved for Kinsley. They are all in the foundation and basement wall stages now. Framing has begun on 2.
- 4) We currently have 14 separate custom homes being built in the Township.
- 5) The latest word on the Blight/Hoarding situation at 4745 Napier Ct. is, having no luck selling the property as-is, the owner has decided to have the home and out building demolished and then sell the vacant land. No change since last month. I have asked the Township attorney to take this back to court if we so no activity by the end on this month.
- 6) We are seeing progress with an abandoned property at 9900 Ford rd. Washtenaw County Probate Court has appointed an Attorney to contact heirs and clean-up and sell the property.
- 7) There is a new Cranbrook Homes development off Curtis Rd. north of Warren. This is a 17-parcel property with lot size minimums of 5 acres. One parcel is marked sold. No further activity yet.

Building

Permit #	Contractor	Job Address	Fee Total	Const. Value
PB25-0040	WHIPPLE VICTOR & JULIE	4200 GOTFREDSON RD	\$123.00	\$18,910
Work Description: Tear off and re-roof				
PB25-0042	XIAO STEVE	3366 BEAUMONT AVE	\$105.00	\$16,199
Work Description: Tear off & re-roof				
PB25-0043	HAUPTMANN MASONRY, INC.	7335 PLYMOUTH-ANN ARBOR RD	\$100.00	\$14,500
Work Description: Demolish all structures in preparation of new SFD. Open hole inspection required.				
PB25-0045	FREIHEIT THEODOR I & ELIZA	3991 FLEMING RIDGE DR	\$100.00	\$15,350
Work Description: Remove and replace decking and guard rails on existing 2nd story deck. Add pergola to deck, attached to house. Enclose space below with screens.				
PB25-0046	FAIRCHILD EDWARD E & PAMI	8611 HEMLOCK CT	\$109.00	\$16,830
Work Description: 5.1 kW roof mounted PV system				
PB25-0047	ANN ARBOR SHOPPING CENTE	5760 PLYMOUTH-ANN ARBOR RD	\$100.00	\$14,694
Work Description: Construct partition walls that are not full height				
PB25-0048	GIBEAU ALEX C & STEPHANIE	9873 HIGH MEADOW DR	\$100.00	\$11,880
Work Description: Tear off & re-roof				
PB25-0049	BLAIR BRADFORD	1556 WIARD BLVD	\$100.00	\$8,500
Work Description: Tear off and re-roof house and garage				
PB25-0050	KURTH MICHAEL A & AMY K	8481 PRESTON CT	\$100.00	\$5,421
Work Description: 18' of interior drain discharged to new drywell				
PB25-0051	EMU	886 W CLARK RD	\$260.00	\$40,000
Work Description: Remove existing prefab equipment shelter, generator foundation, and propane tank. Install new 12'x15' prefab equipment shelter on new foundation. Install new generator and propane tank.				
PB25-0052	WESTFALL KENNETH R TRUST	3401 BERRY RD	\$286.00	\$43,945
Work Description: Construct 2 new decks Lower deck is 287 SF on conventional 6x6 posts set to 42" below grade. Upper deck is 192 SF supported on helical piers.				
PB25-0054	PARKER MICHAEL	3801 FRAINS LAKE RD	\$4,550.00	\$700,000
Work Description: Construct new 1 story SFD on walk-out basement with 2 car attached garage				
PB25-0056	NOWAK THOMAS J & CARIN	3417 CHEROKEE TRL	\$346.00	\$53,210
Work Description: Tear off & re-roof				

PB25-0057	INFINITY ACQUISITIONS LLC	1536 WEEPING WILLOW CT	\$129.00	\$19,800
Work Description: Install 5.5 kW roof mounted PV system				
PB25-0058	HERRERA LARISSA S	7115 PLYMOUTH-ANN ARBOR RD	\$163.00	\$25,000
Work Description: Tear off & re-roof				
PB25-0060	KHALIL YARA EL & RABIH & R	4075 GOTFREDSON RD	\$100.00	\$15,000
Work Description: 21' above ground pool, 54" tall with lockable ladder				
PB25-0061	POWER PHILIP H TRUST	4100 DIXBORO RD	\$1,170.00	\$180,000
Work Description: Renovations & alterations to the existing Power office, main floor and lower level etc. 2 bedrooms, 2 bathrooms, laundry room, kitchen, and egress window.				

Total Permits For Type:	17
Total Fees For Type:	\$7,941.00
Total Const. Value For Type:	\$1,199,239

Report Summary

Population: All Records
Permit.PermitType = Building
AND
Permit.DateIssued in <Previous
month> [04/01/25 - 04/30/25]

Grand Total Fees:	\$7,941.00
Grand Total Permits:	17
Grand Total Const. Value:	\$1,199,239

SUPERIOR TOWNSHIP BUILDING DEPARTMENT
MONTH-END REPORT
April 2025

Category	Estimated Cost	Permit Fee	Number of Permits
Com/Multi-Family Renovations	<i>\$14,694.00</i>	<i>\$100.00</i>	<i>1</i>
Com-Other Non-Building	<i>\$40,000.00</i>	<i>\$260.00</i>	<i>1</i>
Electrical	<i>\$0.00</i>	<i>\$4,880.00</i>	<i>22</i>
Mechanical	<i>\$0.00</i>	<i>\$4,295.00</i>	<i>27</i>
Plumbing	<i>\$0.00</i>	<i>\$2,900.00</i>	<i>15</i>
Res-New Building	<i>\$700,000.00</i>	<i>\$4,550.00</i>	<i>1</i>
Res-Other Building	<i>\$250,045.00</i>	<i>\$1,761.00</i>	<i>12</i>
Res-Other Non-Building	<i>\$14,500.00</i>	<i>\$100.00</i>	<i>1</i>
Res-Renovations	<i>\$180,000.00</i>	<i>\$1,170.00</i>	<i>1</i>
Totals	<i>\$1,199,239.00</i>	<i>\$20,016.00</i>	<i>81</i>

SUPERIOR TOWNSHIP BUILDING DEPARTMENT
YEAR-TO-DATE REPORT

January 2025 To Date

Category	Estimated Cost	Permit Fee	Number of Permits
Com/Multi-Family Other Building	<i>\$237,061.00</i>	<i>\$1,541.00</i>	<i>1</i>
Com/Multi-Family Renovations	<i>\$1,987,494.00</i>	<i>\$12,923.00</i>	<i>2</i>
Com-Other Non-Building	<i>\$40,000.00</i>	<i>\$260.00</i>	<i>1</i>
Electrical	<i>\$0.00</i>	<i>\$24,870.00</i>	<i>110</i>
Mechanical	<i>\$0.00</i>	<i>\$21,965.00</i>	<i>126</i>
Plumbing	<i>\$0.00</i>	<i>\$17,690.00</i>	<i>77</i>
Res-Additions (Inc. Garages)	<i>\$259,200.00</i>	<i>\$1,685.00</i>	<i>2</i>
Res-Manufactured/Modular	<i>\$50,000.00</i>	<i>\$150.00</i>	<i>1</i>
Res-New Building	<i>\$6,504,510.00</i>	<i>\$42,278.00</i>	<i>13</i>
Res-Other Building	<i>\$499,050.00</i>	<i>\$3,668.00</i>	<i>26</i>
Res-Other Non-Building	<i>\$164,500.00</i>	<i>\$1,075.00</i>	<i>2</i>
Res-Renovations	<i>\$790,854.00</i>	<i>\$5,162.00</i>	<i>9</i>
Totals	<i>\$10,532,669.00</i>	<i>\$133,267.00</i>	<i>370</i>

SUPERIOR TOWNSHIP FIRE DEPARTMENT

MEMO

To: Emily Dabish-Yahkind, Angela Robinson, Lisa Lewis
CC: Christina Benitez
From: Vic Chevette, Fire Chief
Date: 5/6/2025
Re: Fire Chief/Fire Marshal Activity Report April 2025

The following is the April 2025 activity report for the Fire Chief and Fire Marshal.

FOIA Request: 1

CMS Reporting: 0

Meetings Attended: Washtenaw Area Mutual Aid meeting, Supervisor/Firefighters Union meeting. Washtenaw County hazmat Team authority Board meeting, Board up Company meeting. Washtenaw County Medical Examiners meeting.

Training: Pre Hospital Trauma Life Support (All Department Employees attended).

Fire Prevention/Education: Firefighters installed smoke detectors.

Investigations: None

Fire Inspections: 1

Fire Casualty: None

Other: Station 2 was closed at various times due to staffing issues.

Total calls for service April 2025: 155

Respectfully Submitted,

Victor G. Chevette, Fire Chief

The following is the April 2025 activity report for the Fire Marshal

Fire Suppression Plan Reviews/Zoom Conference:

Fire Suppression Inspections: 1

Fire Protection Inspections: 1

Fire Department Access inspection:

Fire Pump Inspection:

Hydrant Flow Test:

Plan Review:

Plan Review Zoom meetings:

Building Inspection: 2

Food Truck Inspections:

Knox Box Installation:

Consultation, Fire Protection: 1

Fire Alarm Plan Review:

Fire Alarm Inspection / test: 1

Fire Investigation: 1

Fire Investigations follow up: 2

Burning Complaint:

Burn Permits issued: 4

Chiefs Meeting: 1

Meetings: 6

EMT Training:

Code Research: 6

Food Truck: 7

Inspector Training:

NFPA 13 fire suppression Classes:

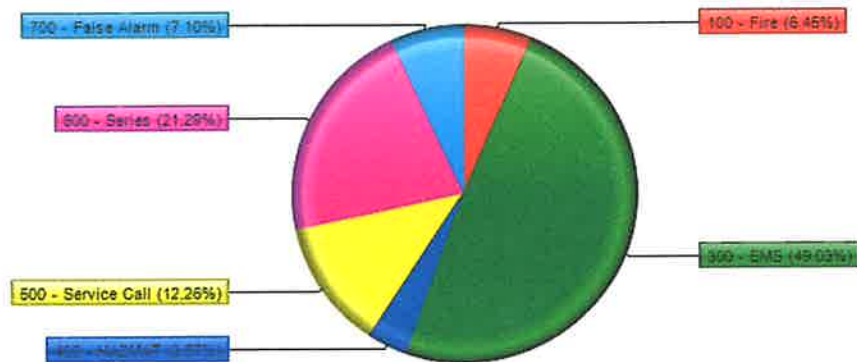
Draco:

HuVaco: 1

Respectfully Submitted,
Dan Kimball, Fire Marshal

Fire Incident Type Breakdown

Incident Type Group	
100 - Fire	10
300 - EMS	76
400 - HAZMAT	6
500 - Service Call	19
600 - Series	33
700 - False Alarm	11
	155



Major Fires with Property Loss > \$1M

Incident Date	Incident Number	Alarm Date	Incident Type	Incident Type Code	Property Use	Property Use Code	Estimated Property Loss
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No records were found.

Major Fires (Civilian Casualties)

Incident Date	Incident Number	Property Use	Property Use Code	Structure Fires	Estimated Property Loss	Injury or Death	Civilian Casualty	Severity Code	Civilian Deaths	Incident Type Code
4/30/2025 12:00:00 AM	4124257	1 or 2 family dwelling	419	01 - Residential - Private Dwelling		Not Recorded	0		0	111
4/23/2025 12:00:00 AM	4121188	Graded and cared-for plots of land	938	12 - Other Structures		Not Recorded	0		0	142
4/2/2025 12:00:00 AM	4112109	Highway or divided highway	961	12 - Other Structures	\$50,000.00	Not Recorded	0		0	132
4/24/2025 12:00:00 AM	4121926	Multifamily dwelling	429	02 - Residential - Apartments		Not Recorded	0		0	111
4/23/2025 12:00:00 AM	4121299	Open land or field	931	12 - Other Structures		Not Recorded	0		0	142
4/5/2025 12:00:00 AM	4113670	Residential street, road or residential driveway	962	12 - Other Structures	\$2,000.00	Not Recorded	0		0	131
4/24/2025 12:00:00 AM	4121950	Open land or field	931	12 - Other Structures	\$0.00	Not Recorded	0		0	140
4/4/2025 12:00:00 AM	4113112	1 or 2 family dwelling	419	01 - Residential - Private Dwelling	\$35,000.00	Not Recorded	0		0	121
					Total Loss \$87,000.00					

Part III - Breakdown of Fires (Incident Type 110-129)

Structure Fires	Estimated Property Loss	Civilian Casualty	Civilian Deaths	Total
01 - Residential - Private Dwelling	\$35,000.00	0	0	2
02 - Residential - Apartments		0	0	1
	Total Loss \$35,000.00			3

If Property Use is not shown in the output, then value is 0

Part III - Lines 5 and 13 on NFPA Form

Residential or Structure	Estimated Property Loss	Civilian Casualty	Deaths	Total
05 - Residential	\$35,000.00	0	0	3
				3

Part III - Lines 14a through 25

Fires In Structure by Property Use	Estimated Property Loss	Total
14a - Fires in Highway Vehicles	\$52,000.00	2
15 - Fires Outside of Structures	\$0.00	1
16 - Fires in Brush, Grass, Wildland		2
20 - Rescue, EMS Response		79
21 - False Alarm Responses		11
23a - Hazmat (spills, leaks)		4
23b - Hazmat Other		2
24 - All Other Responses		35
		136

Fire - Confined vs Non-Confined

Residential or Structure	Click for Details
05 - Residential	3 Rows

Part IV - Breakdown of False Alarm Responses

False Alarm Breakdown	Total
2. System Malfunction (IT 730-739)	3
3. Unintentional (IT 740-749)	8
	11

Part V - Intentionally Set Fires in Structures and Vehicles

Structure v Vehicle	Civilian Deaths	Civilian Injuries	Total Estimated Loss	Total
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No records were found.

Fire Service Casualty - Injury Info

Severity	Age	Cause of Fire Fighter Injury	Factor Contributing To Injury	Primary Part of Body Injured	Activity at Time of Injury	Cause of Fire Fighter Injury	Factor Contributing To Injury	Primary Apparent Symptom
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No records were found.

Fire Casualty - Injury Information

Age	Severity	Physical Condition Just Prior to Injury	Activity at Time of Injury	Cause of Fire Fighter Injury	Object Involved In Injury	Factor Contributing To Injury	Primary Apparent Symptom	Primary Part of Body Injured	Inside or Outside a Structure
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No records were found.

Civilian Injuries

Severity	Incident Date	Incident Number	Activity When Injured	Activity When Injured	Primary Apparent Symptom	Primary Area Of Body Injured	Transported to Emergency Care	Location at Time of Incident	General Location at Time of Injury	Specific Location at Time of Injury
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No records were found.

Incident Date	Incident Number	NFIRS Number	Alarm Date	Incident Type	Incident Type Code	Street Or Highway Name	Property Use	Incident Narrative
3/31/2025 12:00:00 AM	4111277	0000434	3/31/2025 9:58:26 AM	Smoke detector activation due to malfunction	733	Weeping Willow	Residential, other	OBERSTAEDT, COREY Mar 31 2025 11:11AM:STFD dispatched for an alarm at the above listed address. E11-2 and L11-1 responded to the scene. As E11-2 was arriving on scene, dispatch advised that it was going to be a false alarm. E11-2 made contact with the homeowner and L11-1 returned in service. The homeowner stated that the smoke detector in the office randomly went off. There were no hazards and it was an unintentional activation. The homeowner stated that she would be contacting the alarm company. All STFD units returned in service.
4/19/2025 12:00:00 AM	4119332	0000526	4/19/2025 1:32:57 AM	Smoke detector activation due to malfunction	733	Macarthur	Multifamily dwelling	GAKEN, JAMES Apr 19 2025 05:41PM:SUTFD was dispatched for a fire alarm at the above address. L11-1 and E11-2 responded from their stations without delay and no issues on the way. E11-2 arrived to a large 2 story multifamily dwelling with nothing showing. Personnel were met by the homeowner who stated all the alarms just started going off. Personnel discovered that it was a battery issue.

								At this time Ladder 11-1 was canceled and personnel replaced the batteries and tested all the alarms to make sure they were functioning properly. E11-2 then left the scene with the homeowner and returned in service without incident.
4/1/2025 12:00:00 AM	4111709	0000440	4/1/2025 11:09:10 AM	CO detector activation due to malfunction	736	Gotfredson	1 or 2 family dwelling	GAKEN, JAMES Apr 01 2025 06:38PM:SUTFD was dispatched for a CO detector going off at the above residence. T11-1 and E11-2 responded priority three without delay and no issues on the way. T11-1 arrived and advised E11-2 upon arrival to also bring their 4 gas monitor inside the residence. The resident stated that the CO alarm above the basement stairway went off at 0330 and 0930. Personnel checked every gas appliance and had no readings of CO the entire time. Personnel then gave the homeowner a new CO detector and collected information at this time. The scene was then left with the resident. E11-2 and T11-1 cleared and returned in service without incident.
4/1/2025 12:00:00 AM	4111626	0000437	4/1/2025 7:37:12 AM	Smoke detector activation, no fire - unintentional	743	Prospect	24-hour care Nursing homes, 4 or more persons	CLARK, JACOB Apr 01 2025 05:59AM:STFD responded to a fire alarm at the location listed above. E11-2 arrived on scene and gave their size up. Single story nursing home, nothing showing out

								checking. E11-2 was met by a staff member on scene and stated that they were cooking bacon and it set the detector off. E11-2 verified no damage to the kitchen area, canceled L11-1 and gathered information from the worker on scene. All STFD units were cleared and returned to service.
4/2/2025 12:00:00 AM	4112254	0000442	4/2/2025 2:05:06 PM	Smoke detector activation, no fire - unintentional	743	Ridge	1 or 2 family dwelling	GAKEN, JAMES Apr 02 2025 12:28PM:SUTFD was dispatched to the above address for a fire alarm. T11-1 and E11-2 responded priority one from station one without delay and no issues on the way. While enroute central stated that they spoke with the homeowner and the homeowner stated it was a false alarm. Both SUTFD units then cleared and returned in service without incident.
4/3/2025 12:00:00 AM	4112820	0000448	4/3/2025 6:35:00 PM	Smoke detector activation, no fire - unintentional	743	Fleming Lake	1 or 2 family dwelling	PIERCE, LANCE Apr 03 2025 08:08PM:Units were dispatched to the above location for a residential fire alarm. T-11-1 arrived and were met by the owner, stating he was changing the batteries in a detector, and that caused the false alarm. Units returned at 1848.
4/5/2025 12:00:00 AM	4113476	0000459	4/5/2025 12:14:51 PM	Smoke detector activation, no fire - unintentional	743	Macarthur	Multifamily dwelling	KIMBALL, RYAN Apr 05 2025 06:45PM:E11-2 was dispatched to reports of a CO alarm activation at the above address. E11-2 arrived to

								find the apartment filled with cigarette smoke. The tenant took the fire crew to the backroom where the detector was located. It was sporadically activating. Based on the sound, it was activating as a fire alarm, as it was a combination detector. A 4 gas monitor was brought in to double check. No readings were found. The homeowner was instructed to smoke their cigarettes outside of the apartment. E11-2 returned to service. KIMBALL, RYAN Apr 05 2025 06:51PM:E11-2 was dispatched to reports of a CO alarm activation at the above address. E11-2 arrived to find the apartment filled with cigarette smoke. The tenant took the fire crew to the backroom where the detector was located. It was sporadically activating. Based on the sound, it was activating as a fire alarm, as it was a combination detector. A 4 gas monitor was brought in to double check. No readings were found. The homeowner was instructed to smoke their cigarettes outside of the apartment. E11-2 returned to service.
4/9/2025 12:00:00 AM	4115002	0000473	4/9/2025 6:49:19 AM	Smoke detector activation, no fire - unintentional	743	Weeping Willow	1 or 2 family dwelling	CLARK, JACOB Apr 09 2025 07:58AM:STFD responded to an alarm at the location listed above. E11-2 arrived on scene and gave their size up. 2 story, single

								family dwelling nothing showing out checking. Crew was met by the home owner and stated that there was no fire, she wasn't sure why it went off. E11-2 canceled L11- 1 and L11-1 returned to service. E11-2 gathered information from the homeowner. All STFD units were cleared and returned to service.
4/22/2025 12:00:00 AM	4120711	0000545	4/22/2025 10:11:16 AM	Smoke detector activation, no fire - unintentional	743	Ascot	1 or 2 family dwelling	KUJAWA, JEFFREY Apr 22 2025 09:26AM:STFD was dispatched to the above location for a residential fire alarm. FD went arrival with nothing showing. Homeowner met FD on the sidewalk and stated his smoke detector went off and he's not sure why. Homeowner stated he just gotten out of the shower and when he open the bathroom door to the hallway, the smoke detector went off in the hallway. Homeowner walked his entire house, no signs of smoke or fire. FD thinks the steam from the bathroom shower set off the smoke detector in the hallway. Homeowner purchased smoke detector in February 2025. FD clear. KUJAWA, JEFFREY Apr 22 2025 09:27AM:Cancelled while responding KUJAWA, JEFFREY Apr 22 2025 09:35AM:STFD was dispatched to the above location for a residential fire alarm. FD went arrival with nothing showing

								Homeowner met FD on the sidewalk and stated his smoke detector went off and he's not sure why. Homeowner stated he just gotten out of the shower and when he open the bathroom door to the hallway, the smoke detector went off in the hallway. Homeowner walked his entire house, no signs of smoke or fire. FD thinks the steam from the bathroom shower set off the smoke detector in the hallway. Homeowner purchased smoke detector in February 2025. FD clear
4/14/2025 12:00:00 AM	4117240	0000502	4/14/2025 12:22:48 PM	Alarm system activation, no fire - unintentional	745	Huron River	Clinics, doctors offices, hemodialysis cntr, other	OBERSTAEDT, COREY Apr 14 2025 07:57PM:STFD dispatched for an alarm at the above listed address. E11-2 and L11-1 responded to the scene. Units arrived on scene to a large single story commercial building with nothing showing. STFD personnel were immediately met by staff who stated that they were doing a test of the alarm and had called the wrong alarm company to cancel the fire response. There were no hazards present and all STFD units returned in service.
4/24/2025 12:00:00 AM	4121694	0000566	4/24/2025 12:10:11 PM	Carbon monoxide detector activation, no CO	746	Fleming Creek	1 or 2 family dwelling	FRENCH, JEFF Apr 24 2025 05:30PM:Dispatched to a reported carbon monoxide alarm, arrived to meet the resident in the driveway. She stated that a co

								detector was chirping and that the alarm code stated carbon monoxide. We checked all area of the home and found no CO we turned off a gas fireplace to be safe and the resident was going to have it inspected.
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Fire - Incident Types Codes with Detail Breakdown

Date: Friday, May 2, 2025
Time: 11:02:49 AM

Incident Type Group	Incident Type Code	Alarm Date	Incident Number	NFIRS Number	Incident Type	Action Taken 1	Property Use Code	Property Use
100 - Fire								
	111							
		3/31/2025 3:13:07 PM	4111392	0000436	Building fire	Provide manpower		
		4/16/2025 10:27:37 PM	4118335	0000513	Building fire	Provide manpower		
		4/18/2025 1:09:09 PM	4119040	0000517	Building fire	Provide manpower		
		4/24/2025 7:49:38 PM	4121926	0000567	Building fire	Standby	429	Multifamily dwelling
					4			
	121							
		4/4/2025 1:09:00 PM	4113112	0000451	Fire in mobile home used as fixed residence	Extinguishment by fire service personnel	419	1 or 2 family dwelling
					1			
	131							
		4/5/2025 10:36:13 PM	4113670	0000461	Passenger vehicle fire	Information, investigation & enforcement, other	962	Residential street, road or residential driveway
					1			
	132							
		4/2/2025 8:26:36 AM	4112109	0000444	Road freight or transport vehicle fire	Extinguishment by fire service personnel	961	Highway or divided highway
					1			
	140							
		4/24/2025 9:03:39 PM	4121950	0000568	Natural vegetation fire, other	Extinguishment by fire service personnel	931	Open land or field
					1			

	142							
		4/23/2025 10:40:24 AM	4121188	0000558	Brush or brush- and-grass mixture fire	Extinguishment by fire service personnel	938	Graded and cared-for plots of land
		4/23/2025 2:29:19 PM	4121299	0000561	Brush or brush- and-grass mixture fire	Fire control or extinguishment, other	931	Open land or field
					2			
10								
300 - EMS								
	311							
		4/1/2025 10:14:29 AM	4111690	0000439	Medical assist, assist EMS crew	Emergency medical services, other	429	Multifamily dwelling
		4/2/2025 8:40:23 AM	4112115	0000441	Medical assist, assist EMS crew	Standby	419	1 or 2 family dwelling
		4/2/2025 9:43:15 AM	4112142	0000443	Medical assist, assist EMS crew	Provide manpower	419	1 or 2 family dwelling
		4/2/2025 4:23:57 PM	4112315	0000446	Medical assist, assist EMS crew	Emergency medical services, other	311	24-hour care Nursing homes, 4 or more persons
		4/3/2025 7:51:36 PM	4112842	0000447	Medical assist, assist EMS crew	Standby	311	24-hour care Nursing homes, 4 or more persons
		4/4/2025 12:31:49 PM	4113093	0000450	Medical assist, assist EMS crew	Provide manpower	419	1 or 2 family dwelling
		4/4/2025 8:35:21 PM	4113272	0000455	Medical assist, assist EMS crew	Provide manpower	311	24-hour care Nursing homes, 4 or more persons
		4/5/2025 12:52:39 AM	4113349	0000457	Medical assist, assist EMS crew	Provide manpower	419	1 or 2 family dwelling
		4/5/2025 7:26:45 AM	4113416	0000458	Medical assist, assist EMS crew	Information, investigation & enforcement, other	400	Residential, other
		4/6/2025 1:07:31 PM	4113877	0000463	Medical assist, assist EMS crew	Provide basic life support (BLS)	419	1 or 2 family dwelling
		4/8/2025 11:23:43 AM	4114671	0000486	Medical assist, assist EMS crew	Assistance, other	419	1 or 2 family dwelling

		4/8/2025 2:51:58 PM	4114765	0000476	Medical assist, assist EMS crew	Assistance, other	419	1 or 2 family dwelling
		4/9/2025 9:07:54 AM	4115050	0000472	Medical assist, assist EMS crew	Assistance, other	311	24-hour care Nursing homes, 4 or more persons
		4/14/2025 8:08:16 AM	4117131	0000498	Medical assist, assist EMS crew	Information, investigation & enforcement, other	400	Residential, other
		4/14/2025 11:18:04 AM	4117210	0000499	Medical assist, assist EMS crew	Provide manpower	419	1 or 2 family dwelling
		4/14/2025 6:03:23 PM	4117397	0000501	Medical assist, assist EMS crew	Provide manpower	419	1 or 2 family dwelling
		4/15/2025 1:08:35 PM	4117702	0000504	Medical assist, assist EMS crew	Provide manpower	419	1 or 2 family dwelling
		4/15/2025 1:58:01 PM	4117729	0000505	Medical assist, assist EMS crew	Provide manpower	429	Multifamily dwelling
		4/15/2025 3:15:15 PM	4117762	0000506	Medical assist, assist EMS crew	Provide basic life support (BLS)	419	1 or 2 family dwelling
		4/16/2025 4:28:45 PM	4118195	0000508	Medical assist, assist EMS crew	Information, investigation & enforcement, other	400	Residential, other
		4/17/2025 2:00:36 PM	4118600	0000511	Medical assist, assist EMS crew	Assist physically disabled	311	24-hour care Nursing homes, 4 or more persons
		4/18/2025 2:45:05 PM	4119100	0000528	Medical assist, assist EMS crew	Emergency medical services, other	331	Hospital - medical or psychiatric
		4/18/2025 4:31:29 PM	4119146	0000518	Medical assist, assist EMS crew	Assistance, other	311	24-hour care Nursing homes, 4 or more persons
		4/18/2025 10:01:35 PM	4119278	0000527	Medical assist, assist EMS crew	Emergency medical services, other	429	Multifamily dwelling
		4/19/2025 8:50:47 AM	4119421	0000525	Medical assist, assist EMS crew	Assistance, other	419	1 or 2 family dwelling
		4/20/2025 1:07:51 AM	4119751	0000530	Medical assist, assist EMS crew	Emergency medical services, other	429	Multifamily dwelling

		4/20/2025 1:25:54 AM	4119755	0000531	Medical assist, assist EMS crew	Standby	962	Residential street, road or residential driveway
		4/21/2025 5:44:43 AM	4120173	0000544	Medical assist, assist EMS crew	Emergency medical services, other	400	Residential, other
		4/22/2025 12:23:35 PM	4120773	0000546	Medical assist, assist EMS crew	Provide basic life support (BLS)	419	1 or 2 family dwelling
		4/23/2025 7:35:43 AM	4121133	0000555	Medical assist, assist EMS crew	Provide manpower	419	1 or 2 family dwelling
		4/24/2025 4:58:46 PM	4121846	0000570	Medical assist, assist EMS crew	Provide basic life support (BLS)	419	1 or 2 family dwelling
		4/24/2025 5:51:29 PM	4121884	0000569	Medical assist, assist EMS crew	Provide basic life support (BLS)	419	1 or 2 family dwelling
		4/25/2025 12:32:29 AM	4122012	0000571	Medical assist, assist EMS crew	Provide manpower	311	24-hour care Nursing homes, 4 or more persons
		4/25/2025 3:04:58 PM	4122283	0000577	Medical assist, assist EMS crew	Information, investigation & enforcement, other	342	Doctor, dentist or oral surgeon office
		4/25/2025 5:01:24 PM	4122345	0000578	Medical assist, assist EMS crew	Information, investigation & enforcement, other	400	Residential, other
		4/27/2025 7:56:31 AM	4122958	0000580	Medical assist, assist EMS crew	Provide manpower	419	1 or 2 family dwelling
		4/27/2025 3:39:00 PM	4123111	0000585	Medical assist, assist EMS crew	Information, investigation & enforcement, other	400	Residential, other
		4/27/2025 5:46:01 PM	4123160	0000586	Medical assist, assist EMS crew	Information, investigation & enforcement, other	400	Residential, other
		4/28/2025 9:58:48 PM	4123691	0000591	Medical assist, assist EMS crew	Assistance, other	429	Multifamily dwelling
		4/29/2025 9:07:00 AM	4123832	0000592	Medical assist, assist EMS crew	Provide manpower	419	1 or 2 family dwelling
		4/29/2025 10:27:56 AM	4123862	0000594	Medical assist, assist EMS crew	Standby	419	1 or 2 family dwelling
					41			
	321							

		4/1/2025 2:02:05 PM	4111781	0000445	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	419	1 or 2 family dwelling
		4/2/2025 10:41:13 AM	4112162	0000449	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	429	Multifamily dwelling
		4/4/2025 3:43:56 AM	4112955	0000454	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	963	Street or road in commercial area
		4/6/2025 5:43:47 PM	4113996	0000465	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	419	1 or 2 family dwelling
		4/7/2025 3:16:53 AM	4114148	0000468	EMS call, excluding vehicle accident with injury	Provide basic life support (BLS)	419	1 or 2 family dwelling
		4/8/2025 10:34:14 AM	4114655	0000483	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	419	1 or 2 family dwelling
		4/8/2025 4:09:31 PM	4114792	0000484	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	419	1 or 2 family dwelling
		4/10/2025 7:21:58 AM	4115421	0000485	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	429	Multifamily dwelling
		4/11/2025 1:53:03 AM	4115762	0000488	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	419	1 or 2 family dwelling
		4/11/2025 4:30:46 PM	4116044	0000489	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	419	1 or 2 family dwelling
		4/11/2025 6:51:06 PM	4116095	0000491	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	419	1 or 2 family dwelling
		4/13/2025 8:18:33 AM	4116729	0000495	EMS call, excluding vehicle accident with injury	Provide basic life support (BLS)	429	Multifamily dwelling
		4/16/2025 10:11:05 PM	4118330	0000514	EMS call, excluding vehicle accident with injury	Information, investigation & enforcement, other	400	Residential, other
		4/17/2025 5:16:01 PM	4118702	0000515	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	429	Multifamily dwelling
		4/19/2025 10:40:27	4119455	0000522	EMS call, excluding vehicle	Provide first aid & check for	419	1 or 2 family dwelling

		AM			accident with injury	injuries		
		4/19/2025 5:58:49 PM	4119611	0000523	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	311	24-hour care Nursing homes, 4 or more persons
		4/19/2025 10:07:09 PM	4119697	0000532	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	419	1 or 2 family dwelling
		4/20/2025 1:55:13 AM	4119761	0000533	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	419	1 or 2 family dwelling
		4/20/2025 5:44:55 PM	4120005	0000535	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	311	24-hour care Nursing homes, 4 or more persons
		4/20/2025 7:33:29 PM	4120047	0000536	EMS call, excluding vehicle accident with injury	Provide basic life support (BLS)	419	1 or 2 family dwelling
		4/21/2025 6:33:43 AM	4120181	0000538	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	419	1 or 2 family dwelling
		4/22/2025 1:46:56 AM	4120588	0000547	EMS call, excluding vehicle accident with injury	Provide basic life support (BLS)	429	Multifamily dwelling
		4/24/2025 8:24:11 AM	4121611	0000563	EMS call, excluding vehicle accident with injury	Provide basic life support (BLS)	429	Multifamily dwelling
		4/24/2025 8:58:51 AM	4121622	0000565	EMS call, excluding vehicle accident with injury	Provide basic life support (BLS)	419	1 or 2 family dwelling
		4/26/2025 12:20:45 AM	4122478	0000573	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	419	1 or 2 family dwelling
		4/26/2025 8:58:07 AM	4122572	0000575	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	419	1 or 2 family dwelling
		4/27/2025 6:49:39 PM	4123183	0000583	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	419	1 or 2 family dwelling
		4/28/2025 10:37:22 AM	4123417	0000589	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	419	1 or 2 family dwelling
					28			

		322						
		4/1/2025 8:15:09 AM	4111639	0000438	Motor vehicle accident with injuries	Investigate	963	Street or road in commercial area
		4/4/2025 11:31:11 PM	4113328	0000464	Motor vehicle accident with injuries	Provide basic life support (BLS)	962	Residential street, road or residential driveway
		4/9/2025 4:30:00 PM	4115217	0000478	Motor vehicle accident with injuries	Control traffic	963	Street or road in commercial area
					3			
		324						
		4/7/2025 5:39:23 PM	4114387	0000471	Motor vehicle accident with no injuries.	Investigate	961	Highway or divided highway
		4/10/2025 4:20:23 AM	4115392	0000480	Motor vehicle accident with no injuries.	Investigate	961	Highway or divided highway
		4/16/2025 7:12:22 PM	4118258	0000512	Motor vehicle accident with no injuries.	Information, investigation & enforcement, other	962	Residential street, road or residential driveway
		4/19/2025 1:55:00 PM	4119527	0000539	Motor vehicle accident with no injuries.	Investigate	961	Highway or divided highway
					4			
76								
400 - HAZMAT								
		412						
		4/8/2025 6:43:55 PM	4114846	0000474	Gas leak (natural gas or LPG)	Investigate	429	Multifamily dwelling
		4/9/2025 7:53:56 PM	4115283	0000479	Gas leak (natural gas or LPG)	Investigate	429	Multifamily dwelling
		4/25/2025 11:40:19 PM	4122467	0000581	Gas leak (natural gas or LPG)	Information, investigation & enforcement, other	429	Multifamily dwelling
					3			
		430						
		4/4/2025 1:30:00	4113159	0000452	Radioactive condition, other	Investigate	962	Residential street, road

		PM						or residential driveway
					1			
	440							
		4/6/2025 6:51:12 PM	4114018	0000466	Electrical wiring/equipment problem, other	Investigate	642	Electrical distribution
		4/18/2025 7:53:53 PM	4119235	0000516	Electrical wiring/equipment problem, other	Investigate	642	Electrical distribution
					2			
6								
500 - Service Call								
	531							
		4/27/2025 12:55:46 PM	4123039	0000584	Smoke or odor removal	Investigate	429	Multifamily dwelling
					1			
	551							
		4/16/2025 6:12:37 PM	4118232	0000509	Assist police or other governmental agency	Standby	429	Multifamily dwelling
					1			
	553							
		4/26/2025 8:56:58 AM	4122570	0000574	Public service	Investigate	642	Electrical distribution
					1			
	554							
		4/8/2025 9:34:06 AM	4114619	0000475	Assist invalid	Assist physically disabled	419	1 or 2 family dwelling
		4/8/2025 11:54:07 AM	4114689	0000482	Assist invalid	Assistance, other	419	1 or 2 family dwelling
		4/15/2025 3:06:39 AM	4117538	0000503	Assist invalid	Information, investigation & enforcement, other	400	Residential, other
		4/19/2025 8:06:09 PM	4119656	0000529	Assist invalid	Assist physically disabled	419	1 or 2 family dwelling

		4/22/2025 8:21:58 AM	4120661	0000542	Assist invalid	Investigate	419	1 or 2 family dwelling
		4/22/2025 9:13:44 AM	4120678	0000543	Assist invalid	Investigate	419	1 or 2 family dwelling
		4/22/2025 10:07:40 PM	4121017	0000554	Assist invalid	Assist physically disabled	311	24-hour care Nursing homes, 4 or more persons
		4/23/2025 4:36:32 AM	4121101	0000559	Assist invalid	Assist physically disabled	311	24-hour care Nursing homes, 4 or more persons
		4/23/2025 9:54:18 AM	4121173	0000557	Assist invalid	Provide manpower	419	1 or 2 family dwelling
		4/26/2025 5:15:56 PM	4122751	0000582	Assist invalid	Assist physically disabled	962	Residential street, road or residential driveway
		4/28/2025 9:08:06 AM	4123382	0000588	Assist invalid	Assist physically disabled	419	1 or 2 family dwelling
		4/28/2025 9:45:57 PM	4123688	0000590	Assist invalid	Assist physically disabled	429	Multifamily dwelling
					12			
561								
		4/12/2025 12:45:09 PM	4116361	0000496	Unauthorized burning	Extinguishment by fire service personnel	419	1 or 2 family dwelling
		4/29/2025 9:40:14 AM	4123844	0000593	Unauthorized burning	Information, investigation & enforcement, other	419	1 or 2 family dwelling
					2			
571								
		4/11/2025 3:09:00 PM	4116004	0000493	Cover assignment, standby, moveup	Provide manpower		
		4/11/2025 5:58:00 PM	4116080	0000494	Cover assignment, standby, moveup	Provide apparatus		
					2			
19								
600 - Series								

611								
		4/4/2025 5:32:42 PM	4113202	0000456	Dispatched & canceled en route	Cancelled en route		
		4/5/2025 10:39:30 PM	4113675	0000460	Dispatched & canceled en route	Cancelled en route		
		4/9/2025 12:28:42 PM	4115145	0000477	Dispatched & canceled en route	Cancelled en route		
		4/9/2025 8:59:54 PM	4115299	0000481	Dispatched & canceled en route	Cancelled en route		
		4/10/2025 8:33:09 AM	4115438	0000487	Dispatched & canceled en route	Cancelled en route		
		4/11/2025 4:29:58 AM	4115782	0000490	Dispatched & canceled en route	Cancelled en route		
		4/12/2025 8:36:00 AM	250412- 041331- SUTFD	0000492	Dispatched & canceled en route	Cancelled en route	962	Residential street, road or residential driveway
		4/14/2025 7:25:21 AM	4117113	0000497	Dispatched & canceled en route	Cancelled en route		
		4/14/2025 11:07:13 AM	4117208	0000500	Dispatched & canceled en route	Cancelled en route	311	24-hour care Nursing homes, 4 or more persons
		4/16/2025 3:35:53 PM	4118166	0000510	Dispatched & canceled en route	Cancelled en route		
		4/18/2025 8:47:16 PM	4119257	0000519	Dispatched & canceled en route	Cancelled en route	429	Multifamily dwelling
		4/19/2025 2:28:14 PM	4119536	0000521	Dispatched & canceled en route	Cancelled en route		
		4/19/2025 5:53:27 PM	4119610	0000524	Dispatched & canceled en route	Cancelled en route		
		4/20/2025 11:05:09 AM	4119877	0000534	Dispatched & canceled en route	Cancelled en route		
		4/20/2025 4:21:15 PM	4119978	0000552	Dispatched & canceled en route	Cancelled en route		
		4/21/2025 5:44:45 PM	4120450	0000541	Dispatched & canceled en route	Cancelled en route	962	Residential street, road or residential driveway

		4/22/2025 3:11:00 AM	250422- 003903- SUTFD	0000540	Dispatched & canceled en route	Cancelled en route	962	Residential street, road or residential driveway
		4/22/2025 8:55:43 PM	4120987	0000551	Dispatched & canceled en route	Cancelled en route	419	1 or 2 family dwelling
		4/22/2025 9:51:13 PM	4121009	0000550	Dispatched & canceled en route	Cancelled en route	419	1 or 2 family dwelling
		4/23/2025 9:19:44 AM	4121158	0000556	Dispatched & canceled en route	Cancelled en route	962	Residential street, road or residential driveway
		4/23/2025 11:14:47 AM	4121212	0000560	Dispatched & canceled en route	Cancelled en route	419	1 or 2 family dwelling
		4/23/2025 10:08:32 PM	4121483	0000562	Dispatched & canceled en route	Cancelled en route		
		4/24/2025 8:20:05 AM	4121610	0000564	Dispatched & canceled en route	Cancelled en route	429	Multifamily dwelling
		4/25/2025 10:09:31 AM	4122155	0000576	Dispatched & canceled en route	Cancelled en route		
		4/25/2025 3:13:00 PM	4122288	0000572	Dispatched & canceled en route	Cancelled en route		
		4/25/2025 10:29:20 PM	4122454	0000579	Dispatched & canceled en route	Cancelled en route		
		4/27/2025 8:34:48 PM	4123228	0000587	Dispatched & canceled en route	Cancelled en route	419	1 or 2 family dwelling
					27			
	622							
		4/7/2025 4:08:18 PM	4114363	0000470	No incident found on arrival at dispatch address	Investigate	961	Highway or divided highway
		4/16/2025 11:52:46 AM	4118072	0000507	No incident found on arrival at dispatch address	Investigate	960	Street, other
		4/19/2025 7:50:04 AM	4119408	0000520	No incident found on arrival at dispatch address	Investigate	963	Street or road in commercial area
		4/22/2025 2:35:30 PM	4120836	0000553	No incident found on arrival at dispatch address	Investigate	960	Street, other
		4/29/2025 12:49:00 PM	4123927	0000595	No incident found on arrival at dispatch address	Investigate	961	Highway or divided highway

					5			
	651							
		4/5/2025 1:44:43 PM	4113512	0000462	Smoke scare, odor of smoke	Information, investigation & enforcement, other	429	Multifamily dwelling
					1			
33								
700 - False Alarm								
	733							
		3/31/2025 9:58:26 AM	4111277	0000434	Smoke detector activation due to malfunction	Information, investigation & enforcement, other	400	Residential, other
		4/19/2025 1:32:57 AM	4119332	0000526	Smoke detector activation due to malfunction	Investigate	429	Multifamily dwelling
					2			
	736							
		4/1/2025 11:09:10 AM	4111709	0000440	CO detector activation due to malfunction	Investigate	419	1 or 2 family dwelling
					1			
	743							
		4/1/2025 7:37:12 AM	4111626	0000437	Smoke detector activation, no fire - unintentional	Investigate	311	24-hour care Nursing homes, 4 or more persons
		4/2/2025 2:05:06 PM	4112254	0000442	Smoke detector activation, no fire - unintentional	Investigate	419	1 or 2 family dwelling
		4/3/2025 6:35:00 PM	4112820	0000448	Smoke detector activation, no fire - unintentional	Investigate	419	1 or 2 family dwelling
		4/5/2025 12:14:51 PM	4113476	0000459	Smoke detector activation, no fire - unintentional	Investigate	429	Multifamily dwelling
		4/9/2025 6:49:19 AM	4115002	0000473	Smoke detector activation, no fire - unintentional	Investigate	419	1 or 2 family dwelling
		4/22/2025 10:11:16 AM	4120711	0000545	Smoke detector activation, no fire - unintentional	Investigate	419	1 or 2 family dwelling
					6			

745								
		4/14/2025 12:22:48 PM	4117240	0000502	Alarm system activation, no fire - unintentional	Information, investigation & enforcement, other	340	Clinics, doctors offices, hemodialysis cntr, other
					1			
746								
		4/24/2025 12:10:11 PM	4121694	0000566	Carbon monoxide detector activation, no CO	Investigate	419	1 or 2 family dwelling
					1			
11								

Aid Given Or Received	Incident Number	NFIRS Number	Alarm Date	Aid Given Or Received Code	Aided Agency Name	Aiding Agency Name	Report Writer Last Name
Automatic aid given							
	4115299	0000481	4/9/2025 8:59:54 PM	4	Ypsilanti City Fire Department		CLARK
	4121009	0000550	4/22/2025 9:51:13 PM	4	Ypsilanti Township Fire Department		FRENCH
	4124257	0000596	4/30/2025 5:29:24 AM	4	Ypsilanti Township Fire Department		FRENCH
	4118335	0000513	4/16/2025 10:27:37 PM	4	Ypsilanti Township Fire Department		OBERSTAEDT
	4121212	0000560	4/23/2025 11:14:47 AM	4	Ypsilanti City Fire Department		KIMBALL
	4124375	0000599	4/30/2025 11:35:02 AM	4	Ypsilanti City Fire Department		CLARK
	4121483	0000562	4/23/2025 10:08:32 PM	4	Ypsilanti Township Fire Department		OBERSTAEDT
	4119040	0000517	4/18/2025 1:09:09 PM	4	Ypsilanti Township Fire Department		OBERSTAEDT
	4116080	0000494	4/11/2025 5:58:00 PM	4	Ann Arbor Township Fire Department		PIERCE
	4121926	0000567	4/24/2025 7:49:38 PM	4	Ypsilanti Township Fire Department		FRENCH
	4111392	0000436	3/31/2025 3:13:07 PM	4	Ypsilanti City Fire Department		OBERSTAEDT
Automatic aid received							
	4113512	0000462	4/5/2025 1:44:43 PM	2		Ypsilanti City Fire Department	OBERSTAEDT
	4113512	0000462	4/5/2025 1:44:43 PM	2		Ypsilanti Township Fire Department	OBERSTAEDT
	4113112	0000451	4/4/2025 1:09:00 PM	2		Huron Valley Ambulance	CHEVRETTE
	4113112	0000451	4/4/2025 1:09:00 PM	2		Washtenaw County Sheriff	CHEVRETTE

	4113112	0000451	4/4/2025 1:09:00 PM	2		Ypsilanti City Fire Department	CHEVRETTE
	4113112	0000451	4/4/2025 1:09:00 PM	2		Ypsilanti Township Fire Department	CHEVRETTE
Mutual aid given							
	4116004	0000493	4/11/2025 3:09:00 PM	3	Ann Arbor Township Fire Department		PIERCE
Mutual aid received							
	4121950	0000568	4/24/2025 9:03:39 PM	1		Ann Arbor Township Fire Department	FRENCH
	4121950	0000568	4/24/2025 9:03:39 PM	1		Northville Township Fire Dept.	FRENCH
	4113159	0000452	4/4/2025 1:30:00 PM	1		Ann Arbor Township Fire Department	CHEVRETTE
	4113159	0000452	4/4/2025 1:30:00 PM	1		Washtenaw County Hazardous Materials Response Team	CHEVRETTE

Aided Agency Name	Details
Ann Arbor Township Fire Department	2 Rows
Ypsilanti City Fire Department	4 Rows
Ypsilanti Township Fire Department	6 Rows
	12 Rows

Alarm Date	Incident Number	NFIRS Number	Aid Given Or Received	Aiding Agency Name	Aided Agency Name
4/4/2025 1:30:00 PM	4113159	0000452	Mutual aid received	Ann Arbor Township Fire Department	
4/4/2025 1:30:00 PM	4113159	0000452	Mutual aid received	Washtenaw County Hazardous Materials Response Team	
4/4/2025 1:09:00 PM	4113112	0000451	Automatic aid received	Huron Valley Ambulance	
4/4/2025 1:09:00 PM	4113112	0000451	Automatic aid received	Washtenaw County Sheriff	
4/4/2025 1:09:00 PM	4113112	0000451	Automatic aid received	Ypsilanti City Fire Department	
4/4/2025 1:09:00 PM	4113112	0000451	Automatic aid received	Ypsilanti Township Fire Department	
4/5/2025	4113512	0000462	Automatic aid	Ypsilanti City Fire Department	

1:44:43 PM			received		
4/5/2025 1:44:43 PM	4113512	0000462	Automatic aid received	Ypsilanti Township Fire Department	
4/24/2025 9:03:39 PM	4121950	0000568	Mutual aid received	Ann Arbor Township Fire Department	
4/24/2025 9:03:39 PM	4121950	0000568	Mutual aid received	Northville Township Fire Dept.	

Incident Type Code	Incident Date	Incident Number	Contents Loss	Incident Type	District	Zip	Apparatus Total	Total Value	Total Loss	Percent Saved	Property Value	Percent Lost	Property Loss	Contents Value
111														
								\$0.00	\$0.00					
	3/31/2025	4111392		Building fire	Out Of District	48198	2	\$0.00	\$0.00	NaN		NaN		
	4/16/2025	4118335		Building fire	Out Of District	48198	2	\$0.00	\$0.00	NaN		NaN		
	4/18/2025	4119040		Building fire	Out Of District	48198	2	\$0.00	\$0.00	NaN		NaN		
	4/24/2025	4121926		Building fire	Out Of District	48197	3	\$0.00	\$0.00	NaN		NaN		
	4/30/2025	4124257		Building fire	Out Of District	48198	3	\$0.00	\$0.00	NaN		NaN		
121														
								\$117,000.00	\$45,000.00					
	4/4/2025	4113112	\$10,000.00	Fire in mobile home used as fixed residence	Superior Township 35	48198	4	\$117,000.00	\$45,000.00	61.54%	\$87,000.00	38.46%	\$35,000.00	\$30,000.00
131														
								\$0.00	\$2,300.00					
	4/5/2025	4113670	\$300.00	Passenger vehicle fire	Superior Township 34	48198	2	\$0.00	\$2,300.00	Infinity		NaN	\$2,000.00	
132														
								\$0.00	\$100,000.00					
	4/2/2025	4112109	\$50,000.00	Road freight or transport vehicle fire	Superior Township 7	48105	2	\$0.00	\$100,000.00	Infinity		NaN	\$50,000.00	
140														
								\$0.00	\$0.00					

Superior Charter Township Parks & Recreation Commission
Regular Meeting
March 24, 2025

Approved Minutes

1. Call to Order

The meeting was called to order at 6:30 pm by Chair Nahid Sanii-Yahyai.

2. Roll Call

Park Commissioners present: Nahid Sanii-Yahyai, Greg Vessels, Martha Kern-Boprie, Matthew Yahyai, Curtis Freeman, Jack Smiley, Sharon Bryant-Phillips

Park Commissioners absent: none

Others present: Trustee Dana Greene; Juan Bradford, Parks & Recreation Director; Brenda Baker

3. Flag Salute

Chair Nahid Sanii-Yahyai led those assembled in the Pledge of Allegiance to the Flag.

4. Agenda Approval

It was moved by Greg Vessels and supported by Matthew Yahyai to approve the agenda as drafted. The motion carried.

5. Prior Meeting Minutes Approval

A. February 24, 2025 regular meeting

It was moved by Matthew Yahyai and supported by Sharon Bryant-Phillips to approve the minutes of 2/24/2025 with the following corrections:

Reports B. Director – correct dollar amount of Grant Station one year enrollment to \$119.

10. New Business A. 2025 4 WD Pick-up Truck Quotes – correct year of older truck that will be replaced to 2001. Vote on motion as Yes 7 No 0.

10. New Business B. Potential 2025 Roadside Clean-Up – Insert the word “up” into the sentence “Greg Vessels noted the non-profit organization “House to Home” accepts used furnishing to assist people setting a home.” So that it reads “...to assist people setting up a home.” After the sentence “Sharon stated she recalls anti-littering campaigns in Detroit that required one to have a trash bag in one’s vehicle.” Add the sentence “ Two organizations: New Detroit, Inc and Clean Detroit Committee started the requirement to have a trash bag in one’s car. Before the final sentence, insert “Nahid Sanii-Yahyai expressed concern for safety, and agrees that the Superior Charter Township Board should take the lead on a roadside clean-up, if it approves of the clean-up. The Park Commission could assist. Nahid also suggested that traffic could be stopped for a short period of time on a road during the cleaning there.”

13. Pleas and Petitions – correct the spelling of “went” in Martha Kern’s comment about adding craft projects and/or nature education to winter events, to “when”.

The motion carried.

6. Citizen Participation

There was none.

7. Reports

A. Chairperson

Chair Nahid Sanii-Yahyai reported that she attended the March 10 forum on land preservation and conservation. It was very informative. Nahid also attended the township board meeting on March 17.

B. Director

Juan Bradford asked that the Park Commission pause for a moment of silence in remembrance of Marion Morris, long time Park Commissioner, who died this morning.

Juan submitted a written report. He added to this, information about a dinner at Christian Love Fellowship church on April 19 from 2:00 to 5:00 pm to celebrate the ARPA programs; and that the roadside clean-up will take place on May 10.

C. Board Liaison

Trustee Sarah Devereaux submitted a detailed written report on the March 17 Township Board meeting. Trustee Dana Greene attended the Park Commission meeting because Sarah was out of town. During discussion Sharon Bryant-Phillips asked if there had been any findings of micro-plastics in Superior Township. Trustee Greene did not have information on that. Jack Smiley commented that he recommends the Township Board place a Conservation Easement on the Garrett's Space property, not just a deed restriction.

D. Board Attendee – Curtis Freeman

Curtis did not add to the reports of Trustees Devereaux and Greene, other than to note the meeting lasted three and a half hours.

E. Park Steward

No contact from Ellen Kurath.

F. Safety

Juan reported there were no accidents or injuries in the past month.

It was moved by Curtis Freeman and supported by Matthew Yahyai to receive the reports. The motion carried.

8. Communications

A. Dixboro Summer Days Flyer

B. Landowners Resource List

C. SMLC 2025 Fact Sheet and Forest to Mi Faucet Initiative

D. Legacy Land Conservation Information

It was moved by Martha Kern-Boprie and supported by Curtis Freeman to receive the communications. The motion carried.

9. Old Business

A. Memorial Tree and Bench Program

Juan Bradford drafted a policy to offer opportunities for people to purchase a tree or park bench to memorialize someone or commemorate an event. The draft policy included the following cost amounts:

<u>Item</u>	<u>Cost</u>
Tree	\$850.00
Tree Plaque	\$650.00
Bench with Plaque	\$2,500.00

Juan also provided a list of 20 tree species that could be installed.

Several park commissioners questions the high cost of the items available. Nahid Sanii-Yahyai also asked why Ash trees, particularly Black Ash were not included in the list of trees.

Juan responded to questions that the tree cost is for a fairly large tree, of about 3 inches in diameter, because larger trees tend to survive longer. The bench cost is what is the average cost when checking with multiple vendors. He noted these prices are similar to those found in other communities that have memorial programs and policies. Several commissioners suggested offering an opportunity to purchase a smaller tree and/or a bush for a small cost. After extensive discussion, a consensus developed to have Juan bring back a revised policy with these options to a future park commission meeting:

<u>Item</u>	<u>Cost</u>
Tree – size around 3 inch diameter trunk	\$850.00
Tree – smaller size	\$400.00
Bush	\$200.00
Memorial Tree Plaque	\$650.00
Bench with Plaque	\$2,500.00

Juan commented that he can contact a naturalist about including Ash trees. The main concern with Ash trees is the potential to attract an infestation of Emerald Ash Borer in these trees.

There was also discussion about the potential of accepting donations for other park improvements such as barrier free sidewalks, playground equipment, etc. Juan said this could always be considered, should the opportunity present itself.

B. Mission Statement Review

Park Commissioners reviewed the current Mission Statement and two proposed revisions. It was moved by Martha Kern-Boprie and supported by Nahid Sanii-Yahyai to approve the following revised Mission Statement.

The Superior Township Parks and Recreation Commission is dedicated to enhancing the quality of life for our residents and future generations by maintaining the highest standards of excellence in public service. We achieve this through the preservation, enhancement, and protection of our parks, natural resources, and green spaces. We are committed to providing safe, enjoyable recreational opportunities and programs that foster a strong sense of community, encourage social interaction, and promote the physical and mental well-being of our residents.

The motion carried.

C. “Birdsong” Property Appraisal Engagement Letter

The engagement letter for an appraisal of the “Birdsong” property was presented for information only. No action by the Park Commission is necessary.

D. “Rock” Property Committee Update

Jack Smiley reported that Trustee Sarah Devereaux will help facilitate community forums to discern desired uses of the “Rock” Property. Jack has applied for a \$25,000 grant from Cornell University for plants and seeds to plant in the “Rock” and in the “Birdsong” properties. He walked the property with representatives from Duck Unlimited about the potential for grassland restoration. Steve Peach who farms land in the “Rock” property has been removing invasive buckthorn on the property.

10. New Business

A. Easter Egg Hunt on April 12 at Fireman’s Park – volunteers needed

The following park commissioners volunteered:

Nahid Sanii-Yahyai	Matthew Yahyai
Martha Kern-Boprie	Curtis Freeman
Greg Vessels	

The event begins at 11:00 am. Volunteers should arrive by 10:30 am. It will probably end by noon.

B. Earth Day: Tree Planting & Kite & Rocket Day on April 26 at Fireman's Park – volunteers needed

The following park commissioners volunteered:

Nahid Sanii-Yahyai

Matthew Yahyai

Jack Smiley

Curtis Freeman

11. Bills for Payment

It was moved by Matthew Yahyai and supported by Sharon Bryant-Phillips to approve payment of the bills totaling \$21,947.69 through 3/24/2025. The motion carried.

12. Financial Statement

A. February 2025 Revenue and Expenditure Report

It was moved by Greg Vessels and supported by Curtis Freeman to receive the February 2025 financial report. The motion carried.

13. Pleas and Petitions

Greg Vessels commented that part of the wreckage for a vehicle crash near Prospect and Geddes roads is still sitting in the ditch. Juan recommended that Greg contact the deputy township supervisor.

Nahid asked that funeral information for Marion Morris be distributed to the park commissioners. Juan sent an email to all commissioners earlier today, and will follow up with additional details.

Brenda Baker asked why the township website only contains Park Commission minutes for through the January 2025 meeting. Juan Bradford responded those are the most recent approved minutes, as February minutes were just approved tonight. Brenda suggested posting proposed minutes as well. Park commissioners indicated this was acceptable.

Brenda asked if Schroeter Park had converted to a preserve. It is still a park.

Brenda asked what was the status of Schock Park. Several years ago it reverted to township board control as part of the township hall campus.

14. Adjournment

It was moved by Matthew Yahyai and supported by Nahid Sanii-Yahyai to adjourn at 7:47 pm. The motion carried.

Submitted by,

Martha Kern-Boprie

Park Commissioner and Secretary



Utility Department Memorandum

To: Superior Township Board of Trustees
From: Mary Burton, Utility Director
Date: May 19, 2025
Re: Utility Department Report

- **Stamford WMR Project:**
The Stamford water main replacement project has been completed by the contractor, On Grade Specialists. Final payment has been administered while yard and concrete restoration work is underway.
- **Water Main Break – Sheffield Drive:**
A water main break occurred at 1652 Sheffield Drive on April 7th. The maintenance crew discovered the leak after seeing water puddles forming on the lawn. During repairs, it was revealed that an old, deteriorated band was leaking. The repair band was installed several decades ago and had begun to leak.
- **Water Main Break – Danbury Park:**
Superior Township water maintenance crews were called for assistance for a water main break reported on April 19th at Danbury Park. Our maintenance crew assisted with locating the valves and turning the pressure off while the contractor made repairs. This was the second water main break reported this spring at Danbury Park.
- **Hemlock Ct. Sewer Backup:**
On April 28th, maintenance crews were called out after hours by a plumbing company working at 8683 Hemlock Court, who reported a possible sewage backup. The vacor truck was brought to jet the line and clear the blockage. There was debris found and the spoon was used to remove the debris.
- **Vactor Truck Urgent Repairs:**
Due to the rodder pump breaking on the vactor truck, it was taken in for urgent repairs to be made. The 2008 model truck has always been maintained and the pump failure put the truck out of commission. Repairs are expected to be completed by mid-May.

- **Trinity Health Meter Replacements**
Four meters have been replaced at the Trinity Health campus. Buildings include Professional & Ed, Tower #1, Cooling Tower and Reichert. More meter replacements are expected to be completed this summer.
- **Cheney Cut & Cap**
The water line for the demolished Cheney School was required to be cut and capped. The valve had to be dug up, which was located across the street at 1527 Stamford in the parking lot. Washtenaw County Facilities Management was informed of the work that would be required and agreed to pay the contractor to complete the job.
- **Prospect Point West Low Pressure**
Contractors installing sprinkler meter systems in the Prospect Point West subdivision reported issues with having low water pressure. Maintenance crews administered pressure tests to determine if the pressure was too low and found it was adequate. We will continue to closely monitor this situation for the area.
- **Unreliable U.S. Mail:**
In early May, nine residential customers contacted our billing staff and stated bill payment service was set up through their bank but the payments were never received via U.S. mail. After investigating this incident, it was determined that due to the U.S. mail service failing to deliver the payments weren't received. As a remedy, it was recommended to sign up for ACH auto payments directly through STUD, which is offered as a free service to all residents.
- **Check Fraud Case Sentencing:**
On May 7, 2025, the defendant, Ronald Blackmon, was sentenced to 24 months of probation in addition to fines and court costs.

MEMO

TO: Superior Charter Township Board of Trustees

FROM: Michelle Marin, Planning & Zoning Administrator

RE: Planning & Zoning Department Report

DATE: May 7, 2025

In April, I took over the responsibilities of Planning & Zoning Administrator from my former CWA colleague Diane Mulville-Friel. Below is a summary of the planning and zoning activities for the month of April 2025.

PROSPECT POINTE WEST

Prospect Pointe West is a four-phase single-family residential development project, on an ~67 acre parcel of land zoned R-4 an Urban Residential District. The development is located on the southwest corner of Geddes Road and Prospect Road, west of Hunters Creek Drive in the northeast quarter of Section 33. The applicant is proposing to develop Prospect Pointe West as a 157-unit site condominium.

The four (4) phases consist of the following number of units:

- Phase 1 – 39 units
- Phase 2 – 45 units
- Phase 3 – 26 units
- Phase 4 – 47 units

The proposed lot dimensions are 66' x 130' with a minimum lot size of 8,580 sf. The homes will range in size from 2,000 to 3,200 sf with sales prices starting in the \$400,000s. The development has private roads with sidewalks on both sides and will be serviced by public sanitary sewer which will be designed as an extension of the existing Prospect Pointe development. Public water will also be extended from the existing subdivision. Each phase of the development is required to go through the Final Site Plan process.

The Final Site Plan for Prospect Pointe West Phase 1 (STPC #22-03) was approved by action of the Superior Township Planning Commission on April 26, 2023, and includes 39 single family lots. Building permits for individual homes are being issued and construction has commenced.

The Final Site Plan for Prospect Pointe West Phase 2 (STPC #24-01) was approved by action of the Superior Township Planning Commission on May 22, 2024, and includes 45 single family lots. The Development Agreement for Phase 2 has been recorded and a preconstruction meeting was held on September 10, 2024.

The Final Site Plan for Prospect Pointe West Phase 3 (STPC #25-01) was received by the Township in December 2024. Planning, Engineering, and Fire review memos were sent to the applicant on February 18,

2025. The applicant submitted a revised final site plan on April 21, 2025. The revised site plan is currently being reviewed. The final site plan must address all previous reviewer comments prior to being presented to the Planning Commission for consideration.

BROOKWOOD

Brookwood is a Master Planned Community on an ~84 acre parcel of land zoned Planned Community (PC) a Special District. The development is located on the east side of Leforge Road approximately 700 feet north of Clark Road in the southwest corner of Section 33. The applicant is proposing to develop Brookwood with 318 dwelling units divided into three (3) residential dwelling product types (i.e., stacked flats, duplex units, four-plex units, and attached townhomes).

The development is designed for renters and owners plus a section dedicated for people over 55 years of age. Stacked flats and duplexes are anticipated to rent from \$1.50 - \$2.50 per square foot. The townhomes will be for sale and priced per unit according to the market. The development will also include a clubhouse, amenity areas, paved parking areas, landscape improvement, and a continuous sidewalk network along private drives throughout the development and walking paths that connect amenities with various areas of the development. Existing public water and sanitary sewer mains will be extended to serve the development.

The Brookwood Superior Area Plan Amendment was approved at second reading by the Township Board on May 20, 2024.

The Brookwood Superior Preliminary Site Plan (STPC #23-05) was approved by action of the Superior Township Planning Commission on May 22, 2024, with the following conditions:

- 1) Address all items in the Township Engineers May 9, 2024, review.
- 2) Provide additional details on Natural Feature Plan including how the 25% slopes will be protected, and their integrity remain intact.
- 3) Provide a more detailed landscape plan that meets all landscape, screening, and woodland preservation requirements.
- 4) Provide lighting and photometric plan.
- 5) Provide a detailed narrative of the architectural concept for the site including materials details.

The applicant submitted a revised Final Site Plan (rev. May 5, 2025) with responses to Engineering and Planning review comments. The final site plan must address all previous reviewer comments prior to being presented to the Planning Commission for consideration.

GARRETT'S SPACE

Garrett's Space is proposed to be a residential center where young adults suffering from depression and anxiety are treated. The facility will include both in-patient and daily services, with a non-medical and non-institutional focus. Garrett's Space is proposed on seven (7) parcels that will be combined into one lot totaling approximately 76.0 acres. The property has historically been used as a single-family residence with an

address of 3900 Dixboro Road and is in Section 7 of the Township. The site includes significant natural resources including woodlands, steep slopes, a creek, floodplain, and wetlands.

The applicant proposes the following improvements:

- 1) Convert the existing home on the site to administrative offices
- 2) Construct a 10,100 square foot building to house 15 to 20 residents
- 3) Construct a 2,100 square foot building for recreational and therapy activities
- 4) Construction of a parking lot
- 5) Landscaping improvements
- 6) Create walking paths and lookouts through the site's natural features.
- 7) Expanding the sites well and sceptic system
- 8) Construct two (2) stormwater detention ponds

The applicant proposes a phased development:

- Phase 1: Use of the existing house for administrative offices and day programming. This phase does not include any overnight guests.
- Phase 2: Construction of the residential structure and creativity studio with parking areas, and utility and landscaping improvements. This phase includes expanded day programming and overnight residents.
- Phase 3: Additional ancillary elements, including the barn for gardening and therapeutic animals, and outdoor recreation and gathering spaces, will be constructed as funding allows.

Previous Township approvals are as follows:

- Property was rezoned from A-2 to Planned Community (PC) Special District via an Area Plan petition approved by the Township Board on July 17, 2023.
- The applicant recorded a Zoning and Land Use Agreement dated October 16, 2023, that limits uses, the number of residents and the number of employees.
- A Preliminary Site Plan (STPC 23-03) was approved by the Planning Commission with conditions on January 24, 2024.
- A Final Site Plan (STPC 23-03) was approved by the Planning Commission on September 25, 2024, with the following conditions:
 - 1) Obtain all outside agency approvals permits outlined in Township Engineer's memo dated 9/19/24.
 - 2) Combine existing seven (7) parcels into one parcel prior to receiving certificate of occupancy.
 - 3) Record conservation protection prior to certificate of occupancy.
- A Development Agreement was approved by the Township Board on October 21, 2024.

To date, the applicant has completed Final Site Plan conditions #1, #2, and #3:

- 1) OHM reviewed the Engineering Plans submittal (dated 12/20/24) and had no exceptions to the proposed development moving forward as shown on the plans as submitted.
- 2) The seven (7) parcels have been combined into one and a new parcel assigned (J -10-07-200-021). Furthermore, the Township Assessor has changed the zoning of this new parcel to PC.
- 3) Resolution No. 2025-13 to approve Garrett's Space Conservation Deed Restriction Agreement between Garrett's Space and the Township was approved by the Board of Trustees on March 17, 2025.

Building permits have been submitted and a preconstruction meeting was held on March 18, 2025. Preliminary site work has commenced. The approved Development Agreement requires the conservation area protection to be recorded prior to Certificate of Occupancy (CO) for the main residential structure to be newly constructed (Phase 2). A CO may be issued for the Phase 1 portion of the project if all building and fire codes and requirements are met for the change of use.

THE MEADOWS AT HAWTHORNE MILLS

The Meadows at Hawthorne Mills is a 215 unit single-family residential site condominium located on 71 acres of land located south of Geddes Road and east of Leforge Rd. The site includes private roads that provide two (2) access points to Geddes Road and has two (2) connection points with the adjacent Prospect Pointe West Development. In addition, there is a road stub for future development to the south. The proposed development will be served with public utilities. A sewer will connect from Leforge Road, and the Prospect Pointe Development and water will be looped throughout the development from Geddes Road. Stormwater management will be handled with four (4) proposed detention ponds located throughout the development.

The entire development received preliminary site plan approval on October 28, 2020. There are five (5) phases of development, and each phase required final site plan approval.

The final site plan for Phase 1 was approved by the Planning Commission with conditions on November 15, 2023. Phase 1 includes a total of 40 lots/units as well as construction of the roads and infrastructure items to directly serve those units, extension of a sanitary sewer from LeForge Road across the neighboring property to the west needed to service Phase 1, and mass grading of the entire site.

The final site plan for Phase 1 of the Meadows at Hawthorne Mill was set to expire and the applicant petitioned the Planning Commission to grant a one-year extension. On January 22, 2025, the Planning Commission granted an extension of the approved final site plan with the following conditions:

1. Provide a cost estimate for required woodland mitigation to be paid into Superior tree fund. Once a fund number is agreed upon with the Township, the applicant shall pay the amount to the Township.

2. All future homebuilders will be required to submit floor plans and elevations for review and approval by the Planning Commission.
3. Secure all required Washtenaw County Road Commission (WCRC) permits and right-of-way dedications to facilitate improvements at the intersection of Prospect and Geddes Rd as well as turn lane improvements for the private connection on Geddes Road.
4. Complete a Development Agreement and present to the Board of Trustees for approval prior to Phase 1 moving to the pre-construction phase of the development.

The Phase 1 final site plan extension will expire on November 15, 2025, unless conditions under Zoning Ordinance Section 10.08.C are met.

The applicant for the Meadows at Hawthorn Mills (Louis J. Eyde Family, LLC) is selling the property to Pulte Homes. Jared Kime of Atwell is working with Pulte to prepare necessary submissions including an amendment to the Phase 1 Final Site Plan. An application to amend the final site plan was received on March 13, 2025, and is under review. A summary of the changes proposed are as follows:

1. Phase 1 FSP revision
 - a. Minor revisions to lot grading for Pulte standards
 - b. Landscape revision and phasing of the tree impacts/mitigation calculations
 - c. Reduction of mass grading to only phase 1 and the sanitary corridor going through future phases
 - d. Would also include the necessary building elevations for PC review
2. Overall Engineering Plan update
 - a. Raised road grades on south half of site to improve earthwork balance
 - b. Associated lot grading revisions throughout site
 - c. Some storm sewer modifications due to the lot changes in future phase areas
 - d. Updated water main profiles due to new road elevations in future phase areas
 - e. Overall landscape plan update with tree impacts/mitigation calculations

The Planning Commission has authority to determine whether a requested change is major or minor, in accordance with this Section 10.12. It is anticipated that the Planning Commission will be asked to act on the amended final site plan submittal at the June or July Planning Commission meeting.

Other outstanding items to be addressed by Pulte include:

1. Development Agreement – BOT approval
2. Intersection ROW dedication – BOT approval

ZONING BOARD OF APPEALS

The following one (1) case was reviewed at the ZBA meeting on April 9, 2025:

- 1) **ZBA #25-01 -- 3420 Deward Dr** – Motion by Member Gilbreath, supported by Member Winslow to approve a variance from Section 3.101 (Dimensional Standards) to allow a proposed single family dwelling addition to encroach into the required 50 ft rear yard setback. The motion carried.

The following application is scheduled to be reviewed by the ZBA on May 14, 2025:

- 1) **ZBA #25-02 – 7115 Plymouth-Ann Arbor Rd** - Variance from Section 3.101 (Dimensional Standards) to allow a proposed single family dwelling addition to encroach into the required 50 ft front yard setback.

Per bylaws, the ZBA consists of seven (7) regular and two (2) alternates members appointed by the Township Board. One (1) of the members must be a member of the Township Planning Commission and one member may be a member of the Township Board. The remaining members must reside in the unincorporated areas of the Township and represent the population distribution and various interests present. Current ZBA members include:

- Thomas Brennan, (Chair & PC Member)
- Rachel Smith
- Dana Greene (BOT)
- Tanya Markos-Vanno
- Meghan Winslow
- Jack Gilbreath
- Vacant

One (1) ZBA position remains vacant, and the Township is accepting applications.

The Township now has regular scheduled ZBA meetings the 2nd Wednesday of the month; if there are no agenda items, the meeting are cancelled.

PLANNING COMMISSION

The next Planning Commission meeting is scheduled for May 28, 2025. No Public Hearing agenda items are scheduled or anticipated.

Final site plans submitted for Brookwood (STPC 23-05) and Prospect Pointe West Phase 3 (STPC 25-01) are the new petitions submitted for the Planning Commission to consider at a future meeting. Conditional Use Permit/Preliminary Site Plan - DTE Grenada Substation Expansion (STPC #25-02) is anticipated to be resubmitted and considered at the July or August Planning Commission Meeting.

The Planning Commission is also functioning as the Zoning Ordinance Rewrite Steering Committee. At the April meeting, the Planning Commission reviewed and discussed the proposed revisions to the following zoning ordinance articles:

- Article 8: Site Plan Review
- Article 9: Conditional Use Review

Two additional draft articles are planned for Planning Commission review and discussion at the regular May meeting.

Per bylaws, the Planning Commission shall consist of seven (7) members serving three (3) year terms with eligibility for re-appointment. One member of the Township Board shall be appointed to the Planning Commission as an ex officio member and Township Board Representative, with full voting rights. The current Planning Commission is comprised of the following members:

- Jay Gardner, Chair (Term expires 2/28/2026)
- Robert Steele, Vice Chair (Term expires 2/28/2028)
- Thomas Brennan, Secretary (Term expires 2/28/2027)
- Patrick McGill (Term expires 2/28/2027)
- Brenda McKinney– Board Rep. (Term expires 11/7/2028)
- Nahid Sanii-Yahyai (Term expires 2/28/2026)
- Curt Wolf (Term expires 1/01/2028)

OTHER BUSINESS/NEWS

- 1) Michelle Marin of Carlisle Wortman Associates (CWA) began to serve as the Township Planning and Zoning Administrator. In April, Michelle reviewed 21 Certificates of Zoning Compliance and burn permits and responded to phone calls and email inquiries from the general public. Supported by Ben Carlisle, she also began the process of managing and/or attending the ZBA and Planning Commission meetings and responding to Board of Trustee inquiries.
- 2) Carlisle Wortman Associates staff also serve in the role as the Township Planner and review and manage projects that are paid from escrows including applicant inquiries and project coordination.

COMPARATIVE BALANCE SHEET FOR SUPERIOR TOWNSHIP
 PREPARED BY: NANCY MASON, ACCOUNTING
 PRE-AUDIT
 Fund 101 GENERAL

GL Number	Description	PERIOD ENDED 03/31/2024	PERIOD ENDED 03/31/2025
*** Assets ***			
Cash			
101-000-001.001	CHASE 5503 - DAILY OPERATING CHECKING	625,656.88	714,173.32
101-000-001.002	HUNT 0768 CHK - GEDDES ROAD	12,310.81	12,520.41
101-000-001.003	HUNT 6873 HYB - FIRE INSURANCE WITHHOLD	9,657.32	9,657.32
101-000-001.004	COMERICA 9108 CHKG - CREDIT CARDS	3,348.79	6,107.56
101-000-001.005	COMERICA 5286 CHKG - ACCRUED ABSENCES	19,427.33	19,427.33
101-000-002.002	COMERICA 6074 J-FUND GEDDES ROAD	25,259.48	26,766.18
101-000-004.001	PETTY CASH	100.00	100.00
101-000-004.002	REGISTER DRAWER CASH	100.00	300.00
101-000-017.001	CHASE 5503 - GOVERNMENT T-BILLS	589,766.50	0.00
101-000-017.002	COMERICA - GOVERNMENT T-BILLS	117,605.12	0.00
Cash		1,403,232.23	789,052.12
Accounts Receivable			
101-000-020.001	A/R - TAXROLL REVENUE	21,636.22	28,186.43
101-000-040.001	A/R - CABLE FEES AT&T AND COMCAST	195,000.00	180,000.00
101-000-040.002	A/R - OTHER	397,664.49	228,487.14
101-000-078.001	A/R - STATE OF MICHIGAN	0.00	30,000.00
101-000-078.003	A/R - STATE OF MICHIGAN EVIP	54,392.00	54,515.00
Accounts Receivable		668,692.71	521,188.57
Other Assets			
101-000-056.000	A/R - ACCRUED INCOME	110.16	93.65
101-000-123.000	PRE-PAID EXPENSES MISC.	1,718.63	372.61
101-000-123.050	PREPAID INSURANCE	20,914.47	29,854.96
101-000-126.000	UNREALIZED GAINS/LOSSES	57,822.80	0.00
Other Assets		80,566.06	30,321.22
Due From Other Funds			
101-000-084.206	DUE FROM FIRE FUND	8,839.21	2,350.00
101-000-084.211	DUE FROM LEGAL DEFENSE FUND	80,538.00	0.00
101-000-084.249	DUE FROM BUILDING FUND	21.39	1,210.07
101-000-084.266	DUE FROM LAW FUND	5.37	0.00
101-000-084.508	DUE FROM PARK FUND	66.22	19.30
101-000-084.592	DUE FROM UTIL	2,410.13	1,278.40
101-000-084.701	DUE FROM TRUST & AGENCY	0.00	200.00
101-000-084.703	DUE FROM TAX FUND-COLLECTED TAXES	57,848.11	0.00
101-000-084.704	DUE FROM PAYROLL FUND	4,937.80	4,937.79
Due From Other Funds		154,666.23	9,995.56
Total Assets		2,307,157.23	1,350,557.47
*** Liabilities ***			
Accounts Payable			
101-000-202.000	A/P - VENDORS	73,754.73	89,745.92
101-000-202.200	A/P - CREDIT CARD ACCOUNT	4,283.68	4,915.86
Accounts Payable		78,038.41	94,661.78
Liabilities-ST			
101-000-237.000	DUE TO OTHERS	0.00	11,189.28
101-000-237.001	FIRE INSURANCE WITHHOLD PROGRAM	9,500.00	9,500.00
101-000-257.000	ACCURED WAGES PAYABLE	40,541.00	40,541.00
101-000-260.000	ACCRUED PTO	3,979.00	3,979.00
Liabilities-ST		54,020.00	65,209.28
Liabilities-LT (under 1 year)			
101-000-360.000	DEFERRED REVENUE	0.00	723,864.94
Liabilities-LT (under 1 year)		0.00	723,864.94

COMPARATIVE BALANCE SHEET FOR SUPERIOR TOWNSHIP
 PREPARED BY: NANCY MASON, ACCOUNTING
 PRE-AUDIT
 Fund 101 GENERAL

GL Number	Description	PERIOD ENDED 03/31/2024	PERIOD ENDED 03/31/2025
*** Liabilities ***			
Liabilities-LT (over 1 year)			
101-000-360.001	DEFERRED REVENUE PILOT	891.04	0.00
	Liabilities-LT (over 1 year)	891.04	0.00
Due To Other Funds			
101-000-214.206	DUE TO FIRE FUND	2,138.84	0.00
101-000-214.704	DUE TO PAYROLL FUND	11,441.05	0.00
	Due To Other Funds	13,579.89	0.00
Total Liabilities		146,529.34	883,736.00
*** Fund Balance ***			
Unassigned			
101-000-390.000	FUND BALANCE - UNDESIGNATED	1,610,485.09	1,779,260.54
	Unassigned	1,610,485.09	1,779,260.54
Assigned			
101-000-385.001	FUND BALANCE - GEDDES ROAD	220,612.68	38,966.28
101-000-385.002	FUND BALANCE - NM TRAILS MAINT.	30,659.02	30,193.74
101-000-385.003	FUND BALANCE - RIGHT OF WAY	18,195.35	26,915.76
101-000-385.004	FUND BALANCE - ACCRUED ABSENCES	61,042.29	71,733.11
101-000-385.005	FUND BALANCE - TREE PRESERVATION FUND	247,500.00	241,425.00
	Assigned	578,009.34	409,233.89
Total Fund Balance		2,188,494.43	2,188,494.43
Beginning Fund Balance		2,188,494.43	2,188,494.43
Net of Revenues VS Expenditures - 2024			(1,248,487.13)
*2024 End FB/2025 Beg FB		940,007.30	
Net of Revenues VS Expenditures - Current Year		(27,866.54)	(473,185.83)
Ending Fund Balance		2,160,627.89	466,821.47
Total Liabilities And Fund Balance		2,307,157.23	1,350,557.47

* Year Not Closed

COMPARATIVE BALANCE SHEET FOR SUPERIOR TOWNSHIP
 PREPARED BY: NANCY MASON, ACCOUNTING
 PRE-AUDIT
 Fund 203 SIDE STREET MAINTENANCE

GL Number	Description	PERIOD ENDED 03/31/2024	PERIOD ENDED 03/31/2025
*** Assets ***			
Cash			
203-000-001.001	CHASE 5503 - DAILY OPERATING CHECKING	14,471.41	12,822.50
Cash		14,471.41	12,822.50
Accounts Receivable			
203-000-020.000	A/R - TAXROLL REVENUE	23,517.00	25,436.00
Accounts Receivable		23,517.00	25,436.00
Total Assets		37,988.41	38,258.50
*** Liabilities ***			
Accounts Payable			
Accounts Payable		0.00	0.00
Liabilities-LT (under 1 year)			
203-000-360.000	DEFERRED REVENUE	0.00	25,436.00
Liabilities-LT (under 1 year)		0.00	25,436.00
Total Liabilities		0.00	25,436.00
*** Fund Balance ***			
Unassigned			
203-000-390.000	FUND BALANCE - UNDESIGNATED	14,316.72	14,316.72
Unassigned		14,316.72	14,316.72
Total Fund Balance		14,316.72	14,316.72
Beginning Fund Balance		14,316.72	14,316.72
Net of Revenues VS Expenditures - 2024			(1,494.22)
*2024 End FB/2025 Beg FB		12,822.50	
Net of Revenues VS Expenditures - Current Year		23,671.69	0.00
Ending Fund Balance		37,988.41	12,822.50
Total Liabilities And Fund Balance		37,988.41	38,258.50

* Year Not Closed

COMPARATIVE BALANCE SHEET FOR SUPERIOR TOWNSHIP
 PREPARED BY: NANCY MASON, ACCOUNTING
 PRE-AUDIT
 Fund 206 FIRE OPERATING FUND

GL Number	Description	PERIOD ENDED 03/31/2024	PERIOD ENDED 03/31/2025
*** Assets ***			
Cash			
206-000-001.001	HUNT 6014 - DAILY OPERATING CHECKING	2,085,369.50	2,494,040.43
206-000-002.001	COMERICA 5587 J-FUND - ACCRUED ABSENCES	458,481.47	481,001.88
206-000-002.002	COMERICA 5588 J-FUND - DAILY OPERATING	640,084.83	671,525.77
206-000-009.000	MICHIGAN CLASS - 0003	0.00	225,027.14
206-000-017.001	HUNT 4740 - GOVERNMENT T-BILLS	344,816.94	2,615.44
206-000-017.002	COMERICA - GOVERNMENT T-BILLS	325,578.41	305,298.25
Cash		3,854,331.15	4,179,508.91
Accounts Receivable			
206-000-020.000	A/R - TAXROLL REVENUE	96,952.77	123,492.38
Accounts Receivable		96,952.77	123,492.38
Other Assets			
206-000-056.000	A/R - ACCRUED INCOME	4,791.90	4,033.97
206-000-123.000	PRE-PAID EXPENSES MISC.	598,192.80	385.20
206-000-123.050	PREPAID INSURANCE	55,569.47	66,970.61
206-000-126.000	UNREALIZED GAINS/LOSSES	33,415.66	43,833.48
Other Assets		691,969.83	115,223.26
Due From Other Funds			
206-000-084.101	DUE FROM GENERAL FUND	2,138.84	0.00
Due From Other Funds		2,138.84	0.00
Total Assets		4,645,392.59	4,418,224.55
*** Liabilities ***			
Accounts Payable			
206-000-202.000	A/P - VENDORS	32,849.14	63,162.01
Accounts Payable		32,849.14	63,162.01
Liabilities-ST			
206-000-257.000	ACCURED WAGES PAYABLE	58,806.00	58,806.00
206-000-260.000	ACCRUED PTO	43,841.00	43,841.00
Liabilities-ST		102,647.00	102,647.00
Liabilities-LT (under 1 year)			
Liabilities-LT (under 1 year)		0.00	0.00
Liabilities-LT (over 1 year)			
206-000-339.000	DEFERRED REVENUE	0.00	3,171,247.66
206-000-339.001	DEFERRED REVENUE PILOT	3,852.89	0.00
Liabilities-LT (over 1 year)		3,852.89	3,171,247.66
Due To Other Funds			
206-000-214.101	DUE TO GENERAL FUND	8,839.21	138.50
206-000-214.704	DUE TO PAYROLL FUND	22,259.94	0.00
Due To Other Funds		31,099.15	138.50
Total Liabilities		170,448.18	3,337,195.17

*** Fund Balance ***

Unassigned

COMPARATIVE BALANCE SHEET FOR SUPERIOR TOWNSHIP
 PREPARED BY: NANCY MASON, ACCOUNTING
 PRE-AUDIT
 Fund 206 FIRE OPERATING FUND

GL Number	Description	PERIOD ENDED 03/31/2024	PERIOD ENDED 03/31/2025
*** Fund Balance ***			
206-000-390.000	FUND BALANCE - UNDESIGNATED	1,313,774.97	1,268,823.38
	Unassigned	1,313,774.97	1,268,823.38
	Assigned		
206-000-385.000	FUND BALANCE - BUILDING RESERVE	471,875.84	471,875.84
206-000-385.001	FUND BALANCE - TRUCK RESERVE	12,084.19	12,084.19
206-000-385.002	FUND BALANCE - ACCRUED ABSENCES	496,512.95	541,464.54
206-000-385.003	FUND BALANCE - BOND PAYMENT RESERVE	123,160.30	123,160.30
	Assigned	1,103,633.28	1,148,584.87
Total Fund Balance		2,417,408.25	2,417,408.25
Beginning Fund Balance		2,417,408.25	2,417,408.25
Net of Revenues VS Expenditures - 2024			(439,492.89)
*2024 End FB/2025 Beg FB		1,977,915.36	
Net of Revenues VS Expenditures - Current Year		2,057,536.16	(896,885.98)
Ending Fund Balance		4,474,944.41	1,081,029.38
Total Liabilities And Fund Balance		4,645,392.59	4,418,224.55

* Year Not Closed

COMPARATIVE BALANCE SHEET FOR SUPERIOR TOWNSHIP
 PREPARED BY: NANCY MASON, ACCOUNTING
 PRE-AUDIT
 Fund 211 LEGAL DEFENSE FUND

GL Number	Description	PERIOD ENDED 03/31/2024	PERIOD ENDED 03/31/2025
*** Assets ***			
Cash			
211-000-001.001	CHASE 5503 - DAILY OPERATING CHECKING	3,723.84	176,288.98
211-000-017.001	CHASE 5503 - GOVERNMENT T-BILLS	253,940.85	0.00
Cash		257,664.69	176,288.98
Other Assets			
211-000-126.000	UNREALIZED GAINS/LOSSES	19,700.05	0.00
Other Assets		19,700.05	0.00
Total Assets		277,364.74	176,288.98
*** Liabilities ***			
Accounts Payable			
211-000-202.000	A/P - VENDORS	850.00	0.00
Accounts Payable		850.00	0.00
Other Liabilities			
Other Liabilities		0.00	0.00
Due To Other Funds			
211-000-214.101	DUE TO GENERAL FUND	80,538.00	0.00
Due To Other Funds		80,538.00	0.00
Total Liabilities		81,388.00	0.00
*** Fund Balance ***			
Unassigned			
211-000-390.000	FUND BALANCE - UNDESIGNATED	193,251.70	193,251.70
Unassigned		193,251.70	193,251.70
Total Fund Balance		193,251.70	193,251.70
Beginning Fund Balance		193,251.70	193,251.70
Net of Revenues VS Expenditures - 2024			(15,712.72)
*2024 End FB/2025 Beg FB		177,538.98	
Net of Revenues VS Expenditures - Current Year		2,725.04	(1,250.00)
Ending Fund Balance		195,976.74	176,288.98
Total Liabilities And Fund Balance		277,364.74	176,288.98

* Year Not Closed

COMPARATIVE BALANCE SHEET FOR SUPERIOR TOWNSHIP
 PREPARED BY: NANCY MASON, ACCOUNTING
 PRE-AUDIT
 Fund 219 STREET LIGHT FUND

GL Number	Description	PERIOD ENDED 03/31/2024	PERIOD ENDED 03/31/2025
*** Assets ***			
Cash			
219-000-001.001	CHASE 5503 - DAILY OPERATING CHECKING	12,034.10	9,876.00
Cash		12,034.10	9,876.00
Accounts Receivable			
219-000-020.000	A/R - TAXROLL REVENUE	87,411.98	94,150.63
Accounts Receivable		87,411.98	94,150.63
Other Assets			
Other Assets		0.00	0.00
Due From Other Funds			
Due From Other Funds		0.00	0.00
Total Assets		99,446.08	104,026.63
*** Liabilities ***			
Accounts Payable			
219-000-202.000	A/P - VENDORS	8,335.95	8,277.41
Accounts Payable		8,335.95	8,277.41
Liabilities-LT (under 1 year)			
Liabilities-LT (under 1 year)		0.00	0.00
Due To Other Funds			
Due To Other Funds		0.00	0.00
Total Liabilities		8,335.95	8,277.41
*** Fund Balance ***			
Unassigned			
219-000-390.000	FUND BALANCE - UNDESIGNATED	115,684.49	115,684.49
Unassigned		115,684.49	115,684.49
Total Fund Balance		115,684.49	115,684.49
Beginning Fund Balance		115,684.49	115,684.49
Net of Revenues VS Expenditures - 2024			5,128.50
*2024 End FB/2025 Beg FB		120,812.99	
Net of Revenues VS Expenditures - Current Year		(24,574.36)	(25,063.77)
Ending Fund Balance		91,110.13	95,749.22
Total Liabilities And Fund Balance		99,446.08	104,026.63

* Year Not Closed

COMPARATIVE BALANCE SHEET FOR SUPERIOR TOWNSHIP
PREPARED BY: NANCY MASON, ACCOUNTING
PRE-AUDIT
Fund 249 BUILDING

GL Number	Description	PERIOD ENDED 03/31/2024	PERIOD ENDED 03/31/2025
*** Assets ***			
Cash			
249-000-001.001	CHASE 5503 - DAILY OPERATING CHECKING	386,866.84	539,309.43
249-000-004.001	PETTY CASH	100.00	100.00
249-000-017.001	CHASE 5503 - GOVERNMENT T-BILLS	236,468.03	232,858.82
249-000-017.002	COMERICA - GOVERNMENT T-BILLS	140,617.38	131,876.11
Cash		764,052.25	904,144.36
Accounts Receivable			
Accounts Receivable		0.00	0.00
Other Assets			
249-000-123.050	PREPAID INSURANCE	785.84	797.59
249-000-126.000	UNREALIZED GAINS/LOSSES	32,778.59	49,910.44
Other Assets		33,564.43	50,708.03
Due From Other Funds			
Due From Other Funds		0.00	0.00
Total Assets		797,616.68	954,852.39
*** Liabilities ***			
Accounts Payable			
249-000-202.000	A/P - VENDORS	(175.50)	5,059.76
Accounts Payable		(175.50)	5,059.76
Liabilities-ST			
249-000-257.000	ACCURED WAGES PAYABLE	7,283.00	7,283.00
249-000-260.000	ACCRUED PTO	1,042.00	1,042.00
Liabilities-ST		8,325.00	8,325.00
Due To Other Funds			
249-000-214.101	DUE TO GENERAL FUND	397.44	16.16
249-000-214.704	DUE TO PAYROLL FUND	2,933.69	0.00
Due To Other Funds		3,331.13	16.16
Total Liabilities		11,480.63	13,400.92
*** Fund Balance ***			
Unassigned			
249-000-390.000	FUND BALANCE - UNDESIGNATED	765,212.01	763,066.31
Unassigned		765,212.01	763,066.31
Assigned			
249-000-385.000	FUND BALANCE - ACCRUED ABSENCES	6,570.32	8,716.02
Assigned		6,570.32	8,716.02
Total Fund Balance		771,782.33	771,782.33
Beginning Fund Balance		771,782.33	771,782.33
Net of Revenues VS Expenditures - 2024			152,665.25
*2024 End FB/2025 Beg FB		924,447.58	

GL Number	Description	PERIOD ENDED 03/31/2024	PERIOD ENDED 03/31/2025
	Net of Revenues VS Expenditures - Current Year	14,353.72	17,003.89
	Ending Fund Balance	786,136.05	941,451.47
	Total Liabilities And Fund Balance	797,616.68	954,852.39

* Year Not Closed

COMPARATIVE BALANCE SHEET FOR SUPERIOR TOWNSHIP
 PREPARED BY: NANCY MASON, ACCOUNTING
 PRE-AUDIT
 Fund 266 LAW ENFORCEMENT FUND

GL Number	Description	PERIOD ENDED 03/31/2024	PERIOD ENDED 03/31/2025
*** Assets ***			
Cash			
266-000-001.001	CHASE 5503 - DAILY OPERATING CHECKING	3,184,081.86	2,008,883.72
266-000-017.001	CHASE 5503 - GOVERNMENT T-BILLS	1,145,848.74	3,096,232.22
266-000-017.002	COMERICA - GOVERNMENT T-BILLS	185,797.62	174,196.07
Cash		4,515,728.22	5,279,312.01
Accounts Receivable			
266-000-020.000	A/R - TAXROLL REVENUE	76,176.22	103,722.26
266-000-040.002	A/R - SYCAMORE REG PATROLS	16,460.60	120,023.96
266-000-040.003	A/R - DANBURY REG PATROLS	37,607.27	0.00
266-000-040.004	A/R - ST JOE HOSPITAL REG PATROLS	22,160.00	0.00
Accounts Receivable		152,404.09	223,746.22
Other Assets			
266-000-123.050	PREPAID INSURANCE	900.00	2,700.00
266-000-126.000	UNREALIZED GAINS/LOSSES	108,200.24	268,183.34
Other Assets		109,100.24	270,883.34
Due From Other Funds			
Due From Other Funds		0.00	0.00
Total Assets		4,777,232.55	5,773,941.57
*** Liabilities ***			
Accounts Payable			
266-000-202.000	A/P - VENDORS	2,953.97	3,064.55
Accounts Payable		2,953.97	3,064.55
Liabilities-ST			
Liabilities-ST		0.00	0.00
Liabilities-LT (over 1 year)			
266-000-339.000	DEFERRED REVENUE	0.00	2,491,657.33
266-000-339.001	DEFERRED REVENUE PILOT	3,027.31	0.00
Liabilities-LT (over 1 year)		3,027.31	2,491,657.33
Due To Other Funds			
266-000-214.101	DUE TO GENERAL FUND	5.37	0.00
Due To Other Funds		5.37	0.00
Total Liabilities		5,986.65	2,494,721.88
*** Fund Balance ***			
Unassigned			
266-000-390.000	FUND BALANCE - UNDESIGNATED	2,790,518.87	2,790,518.87
Unassigned		2,790,518.87	2,790,518.87
Total Fund Balance		2,790,518.87	2,790,518.87
Beginning Fund Balance		2,790,518.87	2,790,518.87
Net of Revenues VS Expenditures - 2024			875,590.43

GL Number	Description	PERIOD ENDED 03/31/2024	PERIOD ENDED 03/31/2025
	*2024 End FB/2025 Beg FB	3,666,109.30	
	Net of Revenues VS Expenditures - Current Year	1,980,727.03	(386,889.61)
	Ending Fund Balance	4,771,245.90	3,279,219.69
	Total Liabilities And Fund Balance	4,777,232.55	5,773,941.57

* Year Not Closed

COMPARATIVE BALANCE SHEET FOR SUPERIOR TOWNSHIP
 PREPARED BY: NANCY MASON, ACCOUNTING
 PRE-AUDIT
 Fund 464 AMERICAN RESCUE PLAN ACT (ARPA)

GL Number	Description	PERIOD ENDED 03/31/2024	PERIOD ENDED 03/31/2025
*** Assets ***			
Cash			
464-000-001.001	HUNT 4758 CHK - OPERATING	314,334.63	221,953.79
464-000-003.002	HUNTINGTON 9243- CD	1,000,000.00	601,295.48
Cash		1,314,334.63	823,249.27
Accounts Receivable			
Accounts Receivable		0.00	0.00
Due From Other Funds			
Due From Other Funds		0.00	0.00
Total Assets		1,314,334.63	823,249.27
*** Liabilities ***			
Accounts Payable			
Accounts Payable		0.00	0.00
Liabilities-LT (over 1 year)			
464-000-339.000	DEFERRED REVENUE	1,321,703.02	781,449.66
Liabilities-LT (over 1 year)		1,321,703.02	781,449.66
Due To Other Funds			
Due To Other Funds		0.00	0.00
Total Liabilities		1,321,703.02	781,449.66
*** Fund Balance ***			
Unassigned			
464-000-390.000	FUND BALANCE - UNDESIGNATED	8,424.47	8,424.47
Unassigned		8,424.47	8,424.47
Assigned			
Assigned		0.00	0.00
Total Fund Balance		8,424.47	8,424.47
Beginning Fund Balance		8,424.47	8,424.47
Net of Revenues VS Expenditures - 2024			54,919.95
*2024 End FB/2025 Beg FB		63,344.42	
Net of Revenues VS Expenditures - Current Year		(15,792.86)	(21,544.81)
Ending Fund Balance		(7,368.39)	41,799.61
Total Liabilities And Fund Balance		1,314,334.63	823,249.27

* Year Not Closed

COMPARATIVE BALANCE SHEET FOR SUPERIOR TOWNSHIP
 PREPARED BY: NANCY MASON, ACCOUNTING
 PRE-AUDIT
 Fund 508 PARKS & RECREATION

GL Number	Description	PERIOD ENDED 03/31/2024	PERIOD ENDED 03/31/2025
*** Assets ***			
Cash			
508-000-001.001	CHASE 5503 - DAILY OPERATING CHECKING	391,400.87	326,245.22
508-000-017.001	CHASE 5503 - GOVERNMENT T-BILLS	67,947.95	66,830.75
508-000-017.002	COMERICA - GOVERNMENT T-BILLS	183,948.75	172,486.90
Cash		643,297.57	565,562.87
Accounts Receivable			
Accounts Receivable		0.00	0.00
Other Assets			
508-000-123.050	PREPAID INSURANCE	7,724.63	7,554.10
508-000-126.000	UNREALIZED GAINS/LOSSES	24,128.64	33,677.15
Other Assets		31,853.27	41,231.25
Due From Other Funds			
508-000-084.704	DUE FROM PAYROLL	5,173.66	0.00
Due From Other Funds		5,173.66	0.00
Total Assets		680,324.50	606,794.12
*** Liabilities ***			
Accounts Payable			
508-000-202.000	A/P - VENDORS	6,937.79	7,643.88
Accounts Payable		6,937.79	7,643.88
Liabilities-ST			
508-000-257.000	ACCURED WAGES PAYABLE	7,881.00	7,881.00
508-000-260.000	ACCRUED PTO	325.00	325.00
Liabilities-ST		8,206.00	8,206.00
Liabilities-LT (under 1 year)			
Liabilities-LT (under 1 year)		0.00	0.00
Other Liabilities			
Other Liabilities		0.00	0.00
Due To Other Funds			
508-000-214.101	DUE TO GENERAL FUND	66.22	3.31
508-000-214.592	DUE TO UTILITY FUND	160.64	0.00
508-000-214.704	DUE TO PAYROLL FUND	1,985.08	0.00
Due To Other Funds		2,211.94	3.31
Total Liabilities		17,355.73	15,853.19
*** Fund Balance ***			
Unassigned			
508-000-390.000	FUND BALANCE - UNDESIGNATED	212,027.05	80,626.74
Unassigned		212,027.05	80,626.74
Assigned			
508-000-385.000	FUND BALANCE - BUILDING RESERVE	401,730.53	355,730.53
508-000-385.001	FUND BALANCE - ACCRUED ABSENCES	19,556.88	23,261.03

COMPARATIVE BALANCE SHEET FOR SUPERIOR TOWNSHIP
PREPARED BY: NANCY MASON, ACCOUNTING
PRE-AUDIT
Fund 508 PARKS & RECREATION

GL Number	Description	PERIOD ENDED 03/31/2024	PERIOD ENDED 03/31/2025
*** Fund Balance ***			
508-000-385.002	FUND BALANCE - SCHROETER	2,550.00	50.00
508-000-385.003	PARKS & PRESERVES IMPROVEMENT FUND	0.00	80,000.00
508-000-385.006	VEHICLE & LARGE EQUIPMENT REPLACEMENT	0.00	60,000.00
508-000-385.007	PROGRAM DEVELOPMENT FUND	0.00	20,000.00
508-000-385.008	EMERGENCY REPAIRS	0.00	16,196.16
Assigned		423,837.41	555,237.72
Restricted			
Restricted		0.00	0.00
Total Fund Balance		635,864.46	635,864.46
Beginning Fund Balance		635,864.46	635,864.46
Net of Revenues VS Expenditures - 2024			(54,903.40)
*2024 End FB/2025 Beg FB		580,961.06	
Net of Revenues VS Expenditures - Current Year		27,104.31	9,979.87
Ending Fund Balance		662,968.77	590,940.93
Total Liabilities And Fund Balance		680,324.50	606,794.12

* Year Not Closed

COMPARATIVE BALANCE SHEET FOR SUPERIOR TOWNSHIP
 PREPARED BY: NANCY MASON, ACCOUNTING
 PRE-AUDIT
 Fund 701 TRUST AND AGENCY

GL Number	Description	PERIOD ENDED 03/31/2024	PERIOD ENDED 03/31/2025
*** Assets ***			
Cash			
701-000-001.001	CHASE 1161 - DAILY OPERATING CHECKING	400,641.79	0.00
701-000-001.002	DAILY CHECKING - CHASE	0.00	793,803.60
Cash		400,641.79	793,803.60
Accounts Receivable			
Accounts Receivable		0.00	0.00
Other Assets			
Other Assets		0.00	0.00
Due From Other Funds			
701-000-084.101	DUE FROM GENERAL FUND	0.00	79.86
701-000-084.703	DUE FROM TAX FUND	0.03	0.00
Due From Other Funds		0.03	79.86
Total Assets		400,641.82	793,883.46
*** Liabilities ***			
Accounts Payable			
701-000-202.000	A/P - VENDORS	11,548.50	25,611.25
Accounts Payable		11,548.50	25,611.25
Liabilities-ST			
701-000-283.035	DELINQUENT PERSONAL/MANUF PROP TAX	20,979.01	45,056.75
Liabilities-ST		20,979.01	45,056.75
Other Liabilities			
701-000-283.001	9220 FORD ROAD WETLAND ESCROW	675.00	675.00
701-000-283.002	CONSTRUCTION BONDS	8,000.00	8,000.00
701-000-283.003	DG RES.-WOODSIDE VILLAGE SURETY BOND	40,000.00	40,000.00
701-000-283.004	WOODSIDE VILLAGE	272.75	(465.00)
701-000-283.007	TEMPORARY OCCUPANCY	6,660.00	13,160.00
701-000-283.008	HYUNDAI SITE EXPANSION	28,602.50	19,611.75
701-000-283.010	SELECTIVE GROUP 2003 UNCLAIMED BOND	42,000.00	42,000.00
701-000-283.011	GLEN OAKS COOPERATIVE OFFICE ADDITION	(148.00)	0.00
701-000-283.012	HAWTHORNE MILL AREA PLAN	(6,138.00)	0.00
701-000-283.013	ARBOR HILLS ANIMAL CLINIC CUP	3,509.50	3,209.50
701-000-283.014	YPSI DISTRICT LIBRARY SUPERIOR BRANCH	1,859.00	1,619.00
701-000-283.015	PROSPECT PT WEST SITE PLAN PH1	25,372.25	(11,919.00)
701-000-283.018	HSHV SHED ADDITION	1,363.75	1,363.75
701-000-283.019	KINSLEY DEVELOPMENT	9,902.27	36,130.27
701-000-283.020	DIXBORO HOUSE RESTAURANT	1,578.00	1,578.00
701-000-283.021	CR DEVCO - PROSPECT & BERKSHIRE	7.50	7.50
701-000-283.022	HYUNDAI PARKING LOT 2021	7,605.00	7,605.00
701-000-283.023	BROMLEY PARK CONDOS	1,122.50	1,122.50
701-000-283.024	THE MEADOWS	26,827.25	14,052.25
701-000-283.025	AUTUMN WOODS ESCROW	1,788.92	1,788.92
701-000-283.026	HUMANE SOCIETY PARKING LOT	3,919.00	3,919.00
701-000-283.027	DG RES.(MCTAVISH) BROOKSIDE 3 TREE BOND	10,000.00	10,000.00
701-000-283.028	DG RES.(MCTAVISH) BROOKSIDE 3 UTIL. BOND	34,630.00	34,630.00
701-000-283.029	SJMH THE FARM AT ST JOES	(1,860.75)	0.00
701-000-283.031	TAX COLLECTION 2020	2,020.72	2,020.72
701-000-283.032	CLOVER GROUP	80.00	80.00
701-000-283.036	GARRETT'S SPACE	(737.50)	30,750.75
701-000-283.038	ARBOR HILLS PERFORMANCE BOND	15,000.00	15,000.00
701-000-283.039	5288 GEDDES RD WATER MAIN	12,845.75	(1,204.75)
701-000-283.040	TEMPORARY BOND SIGNS	500.00	0.00
701-000-283.041	BROOKWOOD	5,000.00	44,506.25
701-000-283.044	HURON DENTAL	41,144.00	21,287.50

COMPARATIVE BALANCE SHEET FOR SUPERIOR TOWNSHIP
PREPARED BY: NANCY MASON, ACCOUNTING
PRE-AUDIT
Fund 701 TRUST AND AGENCY

GL Number	Description	PERIOD ENDED 03/31/2024	PERIOD ENDED 03/31/2025
*** Liabilities ***			
701-000-283.045	PLYMOUTH & NAPIER REZONING	440.00	440.00
701-000-283.046	PPW PH 1 UTILITY REPAIR BOND	39,215.00	341,715.00
701-000-283.047	PROSPECT PTE WEST PH 2	5,000.00	5,615.50
701-000-283.048	DTE SUBSTATION	0.00	243.75
701-000-283.049	PPW PH 2 UTILITY REPAIR BOND	0.00	23,600.00
701-000-283.050	MAJESTIC OAKS - 2024	0.00	(140.00)
701-000-283.052	9101 CHERRY HILL LOT SPLIT	0.00	1,480.00
701-000-283.053	PROSPECT POINTE WEST PHASE 3	0.00	3,620.00
701-000-283.055	PULTE - THE MEADOWS	0.00	2,600.00
Other Liabilities		368,056.41	719,703.16
Due To Other Funds			
701-000-214.249	DUE TO BUILDING	0.00	400.00
701-000-283.033	DUE TO GENERAL FUND	57.90	0.00
Due To Other Funds		57.90	400.00
Total Liabilities		400,641.82	790,771.16
*** Fund Balance ***			
Unassigned			
Unassigned		0.00	0.00
Total Fund Balance		0.00	0.00
Beginning Fund Balance		0.00	0.00
Net of Revenues VS Expenditures - 2024			3,112.30
*2024 End FB/2025 Beg FB		3,112.30	
Net of Revenues VS Expenditures - Current Year		0.00	0.00
Ending Fund Balance		0.00	3,112.30
Total Liabilities And Fund Balance		400,641.82	793,883.46

* Year Not Closed

COMPARATIVE BALANCE SHEET FOR SUPERIOR TOWNSHIP
 PREPARED BY: NANCY MASON, ACCOUNTING
 PRE-AUDIT
 Fund 704 PAYROLL FUND

GL Number	Description	PERIOD ENDED 03/31/2024	PERIOD ENDED 03/31/2025
*** Assets ***			
Cash			
704-000-007.000	HUNT 9485 CHECKING	24,080.21	23,870.52
Cash		24,080.21	23,870.52
Accounts Receivable			
Accounts Receivable		0.00	0.00
Other Assets			
Other Assets		0.00	0.00
Due From Other Funds			
704-000-085.101	DUE FROM GENERAL FUND	11,441.05	0.00
704-000-085.206	DUE FROM FIRE FUND	22,259.94	0.00
704-000-085.249	DUE FROM BUILDING FUND	2,933.69	0.00
704-000-085.508	DUE FROM PARK FUND	1,985.08	0.00
704-000-085.592	DUE FROM UTIL	10,890.41	0.00
Due From Other Funds		49,510.17	0.00
Total Assets		73,590.38	23,870.52
*** Liabilities ***			
Accounts Payable			
704-000-202.000	A/P - VENDORS	(5,173.66)	0.00
704-000-259.003	DUE TO HCSP NON-UNION - EMPLOYEE	3,765.01	3,647.36
704-000-259.004	DUE TO HCSP FIRE UNION - EMPLOYEE	1,637.39	1,302.76
704-000-259.005	DUE TO HCSP-NON-UNION-EMPLOYER	3,414.00	0.00
704-000-262.000	DUE TO JOHN HANCOCK-EMPLOYEE	1,187.16	1,105.20
704-000-262.001	DUE TO JOHN HANCOCK-EMPLOYER	2,374.32	0.00
704-000-262.002	DUE TO MERS #1 FIRE MERS-EMPLOYEE	5,742.83	6,548.52
704-000-262.003	DUE TO MERS#1 FIRE -EMPLOYER	21,344.03	0.00
704-000-262.004	DUE TO MERS#2-EMPLOYEE	6,810.05	6,328.89
704-000-262.005	DUE TO MERS#2-EMPLOYER	22,377.79	0.00
Accounts Payable		63,478.92	18,932.73
Liabilities-ST			
Liabilities-ST		0.00	0.00
Due To Other Funds			
704-000-214.101	DUE TO GENERAL FUND	4,937.80	4,937.79
704-000-214.508	DUE TO PARK FUND	5,173.66	0.00
Due To Other Funds		10,111.46	4,937.79
Total Liabilities		73,590.38	23,870.52
Beginning Fund Balance		0.00	0.00
Net of Revenues VS Expenditures - 2024			0.00
*2024 End FB/2025 Beg FB		0.00	
Net of Revenues VS Expenditures - Current Year		0.00	0.00
Ending Fund Balance		0.00	0.00
Total Liabilities And Fund Balance		73,590.38	23,870.52

* Year Not Closed

11:31 AM

Superior Township Utility Department

05/13/25

Balance Sheet

Accrual Basis

INCOMPLETE

	Mar 31, 25	Feb 28, 25
ASSETS		
Current Assets		
Checking/Savings		
100 · CASH - O&M		
101 · Checking - Chase 205000485529	905,882.82	867,599.78
104 · O&M Petty Cash	100.00	100.00
Total 100 · CASH - O&M	905,982.82	867,699.78
120 · CASH - CAPITAL RESERVE		
125 · CR Chkg. - Chase 639918234	1,489,580.43	1,682,605.39
1251 · CR Checking-Huntington Bank4855	762,332.33	761,459.26
1252 · CD - Huntington - CR	1,025,006.10	1,025,006.10
Total 120 · CASH - CAPITAL RESERVE	3,276,918.86	3,469,070.75
140 · CASH - DEBT SERVICE RESERVE		
147 · T Bills - Huntington Bank-5151	495,601.58	493,819.22
Total 140 · CASH - DEBT SERVICE RESER...	495,601.58	493,819.22
Total Checking/Savings	4,678,503.26	4,830,589.75
Accounts Receivable		
160 · A/R - Due From Other Funds		
160-GF · Due From General Fund	226.28	226.28
160-PR · Due From Parks & Rec.	99.88	
Total 160 · A/R - Due From Other Funds	326.16	226.28
161 · A/R - Other Customers	135,802.86	135,802.81
162 · A/R - Water/Sewer Bills (UB)	1,044,690.07	1,038,158.57
Total Accounts Receivable	1,180,819.09	1,174,187.66
Other Current Assets		
163 · Res. for Bad Debts		
164 · Undeposited Funds	15,518.68	7,281.53
166 · Prepaid Expenses	55,625.40	56,778.02
170 · Inventory - Meters & Parts	51,698.42	57,574.21
Total Other Current Assets	122,842.50	121,633.76
Total Current Assets	5,982,164.85	6,126,411.17

Superior Township Utility Department

05/13/25

Balance Sheet

Accrual Basis

INCOMPLETE

	Mar 31, 25	Feb 28, 25
Fixed Assets		
174 · Buildings	3,434,386.74	3,434,386.74
175 · Acc. Dep. - Buildings	(1,961,403.10)	(1,961,403.10)
176 · Water & Sewer System	29,645,877.95	29,645,877.95
177 · Acc. Dep. - Water & Sewer Sys.	(11,165,097.11)	(11,165,097.11)
178 · Improvements & Equipment	294,591.76	294,591.76
179 · Acc. Dep - Imp. & Equipment	(148,208.19)	(148,208.19)
180 · Office Improvements	125,975.16	125,975.16
181 · Acc. Dep. - Office Improvements	(58,926.00)	(58,926.00)
182 · Office Furniture & Equipment	73,300.27	73,300.27
183 · Acc. Dep. - Off. Furn. & Equip.	(78,470.91)	(78,470.91)
184 · Vehicles	647,673.57	647,673.57
185 · Acc. Dep. - Vehicles	(566,955.74)	(566,955.74)
186 · Metering Program	45,919.87	45,919.87
187 · Acc. Dep. - Meter Program	(48,500.50)	(48,500.50)
188 · Land	210,462.50	210,462.50
190 · Const. in Progress	694,160.86	669,392.67
Total Fixed Assets	21,144,787.13	21,120,018.94
TOTAL ASSETS	27,126,951.98	27,246,430.11
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
200 · A/P - Due To Other Funds	800.00	
200-GF · Due To General Fund	6,936.09	8,692.40
200-PF · Due To Payroll Fund		
Total 200 · A/P - Due To Other Funds	7,736.09	8,692.40
205 · A/P - Vendors	201,407.16	390,857.46
Total Accounts Payable	209,143.25	399,549.86
Other Current Liabilities		
219 · Contracts Payable		
224 · Michigan Finance Authority Bond	2,509,319.00	2,509,319.00
Total 219 · Contracts Payable	2,509,319.00	2,509,319.00
225 · Accrued Vacation & Sick Pay	145,981.05	145,981.05
226 · Accrued Wages		15,345.95
Total Other Current Liabilities	2,655,300.05	2,670,646.00
Total Current Liabilities	2,864,443.30	3,070,195.86
Total Liabilities	2,864,443.30	3,070,195.86

11:31 AM
05/13/25
Accrual Basis

Superior Township Utility Department
Balance Sheet
INCOMPLETE

	Mar 31, 25	Feb 28, 25
Equity		
390 · Retained Earnings	24,061,598.32	24,061,598.32
Net Income	200,910.36	114,635.93
Total Equity	24,262,508.68	24,176,234.25
TOTAL LIABILITIES & EQUITY	27,126,951.98	27,246,430.11

11:31 AM
05/13/25
Accrual Basis

Superior Township Utility Department
Balance Sheet
INCOMPLETE

	Mar 31, 24
ASSETS	
Current Assets	
Checking/Savings	
100 · CASH - O&M	
101 · Checking - Chase 205000485529	850,318.17
104 · O&M Petty Cash	100.00
Total 100 · CASH - O&M	850,418.17
120 · CASH - CAPITAL RESERVE	
125 · CR Chkg. - Chase 639918234	1,404,432.68
1251 · CR Checking-Huntington Bank4855	96,246.87
1252 · CD - Huntington - CR	1,600,000.00
Total 120 · CASH - CAPITAL RESERVE	3,100,679.55
140 · CASH - DEBT SERVICE RESERVE	
147 · T Bills - Huntington Bank-5151	472,349.78
Total 140 · CASH - DEBT SERVICE RESER...	472,349.78
Total Checking/Savings	4,423,447.50
Accounts Receivable	
160 · A/R - Due From Other Funds	
160-GF · Due From General Fund	12.19
160-PR · Due From Parks & Rec.	160.64
Total 160 · A/R - Due From Other Funds	172.83
161 · A/R - Other Customers	140,762.34
162 · A/R - Water/Sewer Bills (UB)	863,904.51
Total Accounts Receivable	1,004,839.68
Other Current Assets	
163 · Res. for Bad Debts	3,426.96
164 · Undeposited Funds	11,692.03
166 · Prepaid Expenses	37,696.38
170 · Inventory - Meters & Parts	39,705.63
Total Other Current Assets	92,521.00
Total Current Assets	5,520,808.18

Superior Township Utility Department

05/13/25

Balance Sheet

Accrual Basis

INCOMPLETE

	Mar 31, 24
Fixed Assets	
174 · Buildings	3,434,386.74
175 · Acc. Dep. - Buildings	(1,879,974.07)
176 · Water & Sewer System	29,645,877.95
177 · Acc. Dep. - Water & Sewer Sys.	(10,733,266.58)
178 · Improvements & Equipment	294,591.76
179 · Acc. Dep - Imp. & Equipment	(140,093.97)
180 · Office Improvements	125,975.16
181 · Acc. Dep. - Office Improvements	(55,067.25)
182 · Office Furniture & Equipment	73,300.27
183 · Acc. Dep. - Off. Furn. & Equip.	(71,218.44)
184 · Vehicles	647,673.57
185 · Acc. Dep. - Vehicles	(538,575.32)
186 · Metering Program	45,919.87
187 · Acc. Dep. - Meter Program	(44,380.75)
188 · Land	210,462.50
190 · Const. in Progress	(96,278.22)
Total Fixed Assets	20,919,333.22
TOTAL ASSETS	26,440,141.40
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
200 · A/P - Due To Other Funds	
200-GF · Due To General Fund	1,700.00
200-PF · Due To Payroll Fund	10,890.41
Total 200 · A/P - Due To Other Funds	12,590.41
205 · A/P - Vendors	179,704.01
Total Accounts Payable	192,294.42
Other Current Liabilities	
219 · Contracts Payable	
224 · Michigan Finance Authority Bond	2,649,319.00
Total 219 · Contracts Payable	2,649,319.00
225 · Accrued Vacation & Sick Pay	117,008.16
226 · Accrued Wages	31,622.00
Total Other Current Liabilities	2,797,949.16
Total Current Liabilities	2,990,243.58
Total Liabilities	2,990,243.58

11:31 AM
05/13/25
Accrual Basis

Superior Township Utility Department
Balance Sheet
INCOMPLETE

	Mar 31, 24
Equity	
390 · Retained Earnings	23,450,212.84
Net Income	(315.02)
Total Equity	23,449,897.82
TOTAL LIABILITIES & EQUITY	26,440,141.40

GENERAL BANK - MARCH 2025 RECONCILIATION

Fund Account	Description	Beginning Balance 03/01/2025	Total Debits	Total Credits	Ending Balance 03/31/2025
Fund 101 GENERAL					
001.001	CHASE 5503 - DAILY OPERATING CHECKING	\$ 817,355.00	\$ 165,204.28	\$ 268,385.96	\$ 714,173.32
Fund 203 SIDE STREET MAINTENANCE					
001.001	CHASE 5503 - DAILY OPERATING CHECKING	\$ 12,822.50	\$ -	\$ -	\$ 12,822.50
Fund 211 LEGAL DEFENSE FUND					
001.001	CHASE 5503 - DAILY OPERATING CHECKING	\$ 177,538.98	\$ -	\$ 1,250.00	\$ 176,288.98
Fund 219 STREET LIGHT FUND					
001.001	CHASE 5503 - DAILY OPERATING CHECKING	\$ 18,159.16	\$ -	\$ 8,283.16	\$ 9,876.00
Fund 249 BUILDING					
001.001	CHASE 5503 - DAILY OPERATING CHECKING	\$ 542,538.79	\$ 36,906.73	\$ 40,136.09	\$ 539,309.43
Fund 266 LAW ENFORCEMENT FUND					
001.001	CHASE 5503 - DAILY OPERATING CHECKING	\$ 1,935,297.95	\$ 232,027.25	\$ 158,441.48	\$ 2,008,883.72
Fund 508 PARKS & RECREATION					
001.001	CHASE 5503 - DAILY OPERATING CHECKING	\$ 351,978.46	\$ 40,686.43	\$ 66,419.67	\$ 326,245.22
	TOTAL - ALL FUNDS	\$ 3,855,690.84	\$ 474,824.69	\$ 542,916.36	\$ 3,787,599.17

Bank Balance per statement	\$3,817,548.57
Outstanding Checks	-\$30,839.40
Deposits/CC in Transit	\$840.00
Misc Items	\$50.00
Total	\$3,787,599.17

GENERAL FUND REPORT MARCH 2025

Outstanding Checks Analysis

Month Checks Written	# of Checks Outstanding	\$ Amounts
10/16-10/29/2024	3	\$ 1,476.32
12/03 - 12/30/2024	1	50.57
1/7/-1/28/25	2	26.82
2/11/2025	2	84.00
03/18-03/25/2025	8	29,201.69
Total Outstanding Checks		\$ 30,839.40

Treasurer's Investment Preliminary Report
Period Ending
March 31, 2025

Superior Township Treasurer
Lisa A. Lewis

Board of Trustees Meeting
May 19, 2025

Treasurer's Investment Report
Superior Township Treasurer, Lisa A. Lewis

March 31, 2025

First - Safety
Second - Liquidity
Third - Yield

American Rescue Plan Act (ARPA) Fund #464

	Financial Institution	Type of Account	Interest Rate		Asset/Term	Comments
	Huntington					
4758	Operating Checking	Checking	1.358%	\$ 221,953.79		Liquid
	Certificate of Deposit		3.65%	\$ 550,000.00		Maturity Date 4/23/25
	Interest Earned on CD			51,295.48		
	Total CD			<u>601,295.48</u>		
				<u>\$ 823,249.27</u>		

Treasurer's Investment Report
Superior Township Treasurer, Lisa A. Lewis

March 31, 2025

First - Safety
Second - Liquidity
Third - Yield

Building Fund #249

	Financial Institution	Type of Account	Interest Rate		Maturity Date	Comments
	Comerica					
330	Government T-Bills	Government T-Bill	3.01%	\$ 131,876.11	07/15/25	Investment
	J P Morgan Chase Bank					
5503	General Bank - Daily Operating	Comm Checking		539,309.43		Liquid
208	Government T-Bills	Government T-Bills	4.13%	232,858.82	04/01/25	Investment
	Petty Cash			100.00		
				<u>\$ 904,144.36</u>		

Treasurer's Investment Report
Superior Township Treasurer, Lisa A. Lewis

March 31, 2025

First - Safety
Second - Liquidity
Third - Yield

Fire Fund #206

	Financial Institutions	Type of Account	Interest Rate		Maturity Date	Comments
	Huntington					
6014	Daily Operating	Hybrid Checking		\$ 2,494,040.43		Liquid
4740	Government T-Bills	T-Bill		2,615.44		Liquid
5377	Government T-Bills	T-Bill		-		
	Comerica Bank					
5588	Fire Fund Daily Operating	* J-Fund	5.144%	671,525.77		Liquid
5587	Fire Accrued Absences (RES)	* J-Fund	5.144%	481,001.88		Liquid
0330	Government T-Bills	T-Bill	3.01%	305,298.25	07/15/25	Investment
0003	Michigan Class - Sweep Account			225,027.14		
				\$ 4,179,508.91		

* Interest rates on J-Funds change daily. The interest rate used for the purpose of this report is based on the average of the daily interest rates.

Treasurer's Investment Report
Superior Township Treasurer, Lisa A. Lewis

March 31, 2025

First - Safety

Second - Liquidity

Third - Yield

General Fund #101

	Financial Institutions	Type of Account	Interest Rate	Maturity Date	Comments
JP Morgan Chase Bank					
5503	General Bank Acct Gen Fund	Comm Checking		\$ 3,787,599.17	Liquid
Comerica Bank					
5286	Reserve Accrued Absences	Comm Checking		19,427.33	Liquid
9108	Credit Card Account	Comm Checking		6,107.56	Liquid
6074	Geddes Road Fund	* J-Fund	5.144%	26,766.18	Investment
Huntington					
768	Geddes Road Fund	Business		12,520.41	Liquid
6873	Fire Insurance Withholding	Public Funds		9,657.32	Liquid
	Petty Cash			100.00	Liquid
	Register Drawer Cash			300.00	Liquid
				<u>\$ 3,862,477.97</u>	

* Interest rates on J-Funds change daily. The interest rate used for the purpose of this report is based on the average of the daily interest rates.

Treasurer's Investment Report
Superior Township Treasurer, Lisa A. Lewis

March 31, 2025

First - Safety
Second - Liquidity
Third - Yield

Law Fund #266

	Financial Institutions	Type of Account	Interest Rate		Maturity Date	Comments
	J P Morgan Chase Bank					
5503	General Bank Account Law Fund	Comm Checking		\$ 2,008,883.72		Liquid
208	Government T-Bills	T-Bill	4..127%	3,096,232.22	04/01/25	
	Comerica Bank					
330	Government T-Bills	T-Bill	3.01%	174,196.07	07/15/25	Investment
				\$ 5,279,312.01		

Treasurer's Investment Report
Superior Township Treasurer, Lisa A. Lewis

March 31, 2025

First - Safety

Second - Liquidity

Third - Yield

Legal Defense Fund #211

	Financial Institution	Type of Account	Interest Rate	Maturity Date	Comments
	JP Morgan Chase Bank				
5503	General Bank Account	Comm Checking	\$ 176,288.98		Liquid
			\$ 176,288.98		

Treasurer's Investment Report
Superior Township Treasurer, Lisa A. Lewis

March 31, 2025

First - Safety
Second - Liquidity
Third - Yield

Parks Fund #508

	Financial Institutions	Type of Account	Interest Rate		Maturity Date	Comments
	J P Morgan Chase Bank					
5503	General Bank - Daily Operating	Comm Checking		\$ 326,245.22		Liquid
	Government T-Bills	T-Bill	4.127%	66,830.75	04/01/25	Investment
	Comerica Bank					
330	Government T-Bills	T-Bill	3.01%	172,486.90	07/15/25	Investment
				<u><u>\$ 565,562.87</u></u>		

Treasurer's Investment Report
Superior Township Treasurer, Lisa A. Lewis

March 31, 2025

First - Safety
Second - Liquidity
Third - Yield

Payroll Account

Financial Institution	Type of Account	Asset/Term	Comments
Huntington Payroll	Comm Checking	\$ 23,870.52	Liquid
		<u>\$ 23,870.52</u>	

Treasurer's Investment Report
Superior Township Treasurer, Lisa A. Lewis

March 31, 2025

First - Safety
Second - Liquidity
Third - Yield

Side Street Maintenance #203

	Financial Institution	Type of Account	Interest Rate	Maturity Date	Comments
	J P Morgan Chase Bank				
5503	General Bank Account Side Street Maintenance Oakbrook & Washington Square	Comm Checking	\$ 12,822.50		Liquid
			\$ 12,822.50		

Treasurer's Investment Report
Superior Township Treasurer, Lisa A. Lewis

March 31, 2025

First - Safety
Second - Liquidity
Third - Yield

Street Light Fund #219

	Financial Institution	Type of Account	Interest Rate	Maturity Date	Comments
	J P Morgan Chase Bank				
5503	General Bank Account	Comm Checking	\$ 9,876.00		Liquid
	Street Light Fund		<u>\$ 9,876.00</u>		

Treasurer's Investment Report
Superior Township Treasurer, Lisa A. Lewis

March 31, 2025

First - Safety
Second - Liquidity
Third - Yield

Tax Checking

	Financial Institution	Type of Account	* Interest Rate	Asset/Term	Comments
	JPMorgan Chase Bank				
5560	Tax Collection Fund	Comm Checking	\$ 207,808.45		Liquid
			<u>\$ 207,808.45</u>		

Treasurer's Investment Report
Superior Township Treasurer, Lisa A. Lewis

March 31, 2025

First - Safety
Second - Liquidity
Third - Yield

Trust and Agency Escrow Fund #701

	Financial Institution	Type of Account	Asset /Term	Comment
	J P Morgan Chase Bank			
5503	General Bank Account	Comm Checking	\$ 793,806.60	Liquid
	Trust and Agency Account			
			<u>\$ 793,806.60</u>	

Treasurer's Investment Report
Superior Township Treasurer, Lisa A. Lewis

March 31, 2025

First - Safety
Second - Liquidity
Third - Yield

Utility Department

Financial Institutions		Type of Account	Interest Rate	Asset/Term		Comments
Huntington Bank						
4855	Utilities	Business Checking	1.358%	\$	762,332.33	Liquid
5151	Government T-Bills	T-Bill			495,601.58	Liquid
	300 Days Certificate of Deposit		3.65%		937,000.00	Maturity Date 4/23/25
	Interest Earned				88,006.10	
					1,025,006.10	
JP Morgan Chase Bank						
8234	Capital Reserve	Comm Checking			1,489,580.43	Liquid
5529	Operating & Maintenance	Comm Checking			905,882.82	Liquid
	Petty Cash			\$	100.00	
				\$	4,678,503.26	

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Committee to Promote Superior Township

A Volunteer Committee

Fostering pride, unity and a sense of place among
Superior Township residents



C2PST May Highlights

- **C2PST at the Dixboro Farmers' Market:** The Dixboro Farmers' Market kicks off its 2025 season on May 23, and the Committee to Promote Superior Township will be there! This year, we're introducing "Guest Staffers" at our booth. If you would like to be involved, email c2pst@superior-twp.org to volunteer!
- **YDL-Superior Township Branch:** Mary Garboden bid farewell as Branch Manager and introduced her replacement, Kathryn Takach. C2PST is grateful for Mary's years of support in helping us share our message with the community and looks forward to continuing this valued partnership with Kathryn.
- **Library Display:** The library display will be transitioning from promoting the Roadside Clean-Up Day to promoting Superior Day.
- **Superior Township Roadside Clean-Up Day:** C2PST supported this effort by helping with social media posts, recruitment, and direct participation.



Special Thank you to our Working Committee

Brenda Baker, Margery Dosey, Katie Russo,
Carole Hann, Nancy Caviston, Haneen Alaouie

Join our committee – just email us! C2PST@superior-twp.org

Page 122 of 323

Connect with us

Instagram



@superiorchartertownship

Facebook



@SuperiorCharterMI



Save the Date



The Treasurers Office along with the Parks & Recreation Department are excited to host Superior Day 2025 😊!

The event is scheduled for **Saturday, June 14, 2025**, should it rain, it will be held on Sunday June 15, 2025. **Location:** Superior Township Oakbrook Park (8460 Berkshire Dr between Stamford Rd and Sheffield) from 11:00 am-2:00 pm.

If you are not familiar with this event, it provides an opportunity for residents to get information from Superior Township departments including tax payments, Parks & Recreation events, Utilities & Water billing, Ypsi District Library, Superior Township Fire Department, Washtenaw County Sheriff Office, as well as Washtenaw County Health Department, Leslie Science Center, and other organizations and local agencies. In addition to valuable information and resources, the event will feature fun activities such as pony rides, a petting zoo, face painting, and a free lunch with grilled hot dogs, fruit, chips, snacks, and drinks.



Be sure to save the date and look for additional information coming soon!

Should you have any questions, please contact Lisa Lewis, Superior Township Treasurer, at: llewis@superior-twp.org or Parks & Recreation Director, Juan Bradford at: jbradford@superior-twp.org.



Fw: A Call for Accountability and Equity in Hiring Practices

From Angela Robinson <arobinson@superior-twp.org>

Date Mon 5/12/2025 11:22 AM

To Christina Benitez <cbenitez@superior-twp.org>; Kristina Rankin <krankin@superior-twp.org>

FYI



Angela Robinson
Clerk, Charter Township of Superior
(734) 482-6099

From: Irma Golden <igolden51@hotmail.com>

Sent: Tuesday, April 22, 2025 1:14 PM

To: Emily Dabish Yahkind <edy@superior-twp.org>; Lisa Lewis <llewis@superior-twp.org>; Angela Robinson <arobinson@superior-twp.org>; Dana Greene <dgreene@superior-twp.org>; Sarah Devereaux <sdevereaux@superior-twp.org>; Brenda McKinney <brendamckinney@superior-twp.org>; Ken Schwartz <kenschwartz@superior-twp.org>

Subject: A Call for Accountability and Equity in Hiring Practices

Good Day Board of Trustees:

Clerk Robinson, please include this letter in the next Board of Trustee meeting.

“Those who do not know history are doomed to repeat it.”

Last evening, I heard a compassionate and urgent plea from Mary Burton, Director of Utilities, asking the board to reconsider making an exception to the hiring freeze in order to fill a **vacant** position for Billing Specialist and Liaison (position title may be incorrect). As you know, she is currently on leave. Had the board already voted to fill this vacancy, or place on the agenda, she would not have been forced to appear and plead her case.

Let’s recall that in February, following the Controller, Keith Lockie resignation, Supervisor Emily Dabish-Yahkind swiftly created a new position and filled it by hiring Mr. Lockie—no delay, no question. Yet I must question the eagerness at the time to protect Keith Lockie, who repeatedly resigned and was openly insubordinate.

Many of you are unfamiliar with the long and difficult history within the Utilities and Maintenance department. It would serve you well to **do your research**:

- Review past Board of Trustees meeting minutes.
- Watch past Board of Trustees meeting videos.
- Examine past board packets.
- Interview Mary Burton and Rickey Harding.
- Review emails sent from Utilities and Maintenance staff, former Board members and other Black employees.
- Investigate why Utilities and Maintenance was removed from the oversight of Ken Schwartz.
- Listen to the taped meeting between Ken Schwartz and Rickey Harding, which I was asked to attend—where I learned the Director position had been deliberately held open for five years.
- Questioned the role and protection of Jeff Castro remaining as an employee following Rickey Harding earning his S1 License.
- Also, talk to the current and past employees—especially those who heard the name-calling firsthand.
- There is a clear, disturbing pattern: there has **never** been a history of mistreatment towards Caucasian employees in this department and at township hall by the Supervisor. Yet Black employees continuously face:
 - Delays
 - Temporary solutions
 - False promises
 - False accusations
 - Being discounted, diminished, harassed, humiliated, and undermined
 - Threats and verbal attacks

Mary Burton and Rickey Harding fought for **years** for the promotion and raise they had already earned. No one questioned their ability or performance. I witnessed a clear, coordinated effort to delay, dismiss, and deny them at every turn. The Director position sat vacant for **five years**—because the Supervisor at the time refused to promote Mary Burton, a qualified Black woman. Ask them what they were told.

Go back and watch the meeting minutes where resolutions for several Utilities and Maintenance employees were on the agenda. Ken Schwartz said, “this is an easy one.” A remark made about Alea (Caucasian) but Mary and Rickey (Black) he voted no—despite that, the majority voted to support Mary Burton.

Supervisor Emily Dabish-Yahkind, you have sadly aligned yourself with past discriminatory practices. If you are responsible for Utilities and Maintenance, why are you denying the department the staffing it requires? Everyone here knows the board can vote to fill a vacancy even during a hiring freeze.

I urge the supervisor to act on a special meeting to address this issue.

We also know about the letter between you and the former supervisor attacking Mr. Harding—and that you already had the votes secured (Brenda McKinney and Lisa Lewis) to get rid of him. I **heard the same vitriol directed toward both Mary Burton and Rickey Harding from the former Supervisor nearly every time I was in the township vehicle.** I'm certain many of you have heard the same against me, another Black woman. It is time for these racist practices to end.

If the township had a qualified Human Resource staff person part-time or full-time these issues would be addressed, and I would not have to write to the board.

Do better. Know the history. Make a different choice.

Regards,

Irma Golden, Resident

Fw: Morris Concrete LLC_Follow-Up on Township Responsibility and Resident Concerns

From Angela Robinson <arobinson@superior-twp.org>
Date Mon 5/12/2025 11:12 AM
To Christina Benitez <cbenitez@superior-twp.org>; Kristina Rankin <krankin@superior-twp.org>

FYI



Angela Robinson
Clerk, Charter Township of Superior
(734) 482-6099

From: Irma Golden <igolden51@hotmail.com>
Sent: Wednesday, April 30, 2025 9:15 AM
To: Emily Dabish Yahkind <edy@superior-twp.org>
Cc: Lisa Lewis <llewis@superior-twp.org>; Angela Robinson <arobinson@superior-twp.org>; Sarah Devereaux <sdevereaux@superior-twp.org>; Dana Greene <dgreene@superior-twp.org>; Brenda McKinney <brendamckinney@superior-twp.org>; Ken Schwartz <kenschwartz@superior-twp.org>
Subject: Morris Concrete LLC_Follow-Up on Township Responsibility and Resident Concerns

Good day Supervisor Emily Dabish-Yahkind,

As a concerned resident, I am writing to request an update on the township's responsibility and response to my previous email (see below).

Specifically, does the township have a responsibility **to act based on your awareness of Morris Concrete LLC?** Additionally, does the township **have a duty, individually, to address the ongoing concerns raised by residents?**

This matter remains very troubling. Based on my experience during the former administration, **Black employees** under the oversight of the Supervisor were subjected to public humiliation, threats, name-calling, and misrepresentation—both while performing their duties and when seeking fair and equitable treatment.

Despite raising these serious concerns with both the former and current Board of Trustees, the township has yet to offer any meaningful response or take visible action to protect and remedy damages.

I strongly urge you to thoroughly review all communications I submitted in my former role as Deputy Supervisor, as well as the correspondence from residents. These issues demand immediate and transparent attention.

Several members of the current board member should recall the public responses from the former supervisor dismissing residents' concern.

There is also growing community discussion around **contacting outside media channels** such as *Hall of Shame* or *Help Me Hank* to ensure these concerns are heard if they continue to be ignored. I am not the individual leading this effort.

I look forward to your prompt and complete response.

Sincerely,
Irma Golden

All to be included in upcoming board packet.

From: Irma Golden <igolden51@hotmail.com>
Sent: Thursday, April 24, 2025 12:02 PM
To: Emily Dabish Yahkind <edy@superior-twp.org>; Nancy Mason <nancymason@superior-twp.org>
Subject: Re: Morris Concrete LLC

Thank you very much.

Irma

Sent from Samsung Galaxy smartphone.
Get [Outlook for Android](#)

From: Emily Dabish Yahkind <edy@superior-twp.org>
Sent: Thursday, April 24, 2025 11:47:06 AM

To: Irma Golden <igolden51@hotmail.com>; Nancy Mason <nancymason@superior-twp.org>
Subject: Re: Morris Concrete LLC

Hi Irma - Thank you for letting me know. I will share this with our attorney. He is absolutely not our contractor.

I hope there has been some sort of miscommunication.

I appreciate the background. Please let me know if you hear of this misrepresentation continuing.

Sincerely,

Emily



Emily Dabish Yahkind
Supervisor, Superior Township

734 482 6099 | www.superiortownship.org

edy@superior-twp.org

3040 North Prospect Superior Township, MI 48198

From: Irma Golden <igolden51@hotmail.com>
Sent: Thursday, April 24, 2025 11:44 AM
To: Emily Dabish Yahkind <edy@superior-twp.org>
Subject: Morris Concrete LLC

Good Day Supervisor Dabish-Yahkind:

I received a text today from a resident. They were approached by Darryl Morris, Owner of Morris Concrete LLC. He indicated he is the certified contractor for Superior Township, and they must replace several sidewalk flags. These are the same tactics used in the past.

If your office continues to support an unlicensed and unethical contractor, please verify he has the following documents required by the State of Michigan and Washtenaw County:

1. State of Michigan required Builder and Maintenance license.
2. State of Michigan required Worker Compensation Insurance.
3. Washtenaw County required permit for replacement of apron section of driveway.
4. Adequate Liability Insurance.
5. State of Michigan required license number on the stamped emblem.

Further, last year he stood in front of the Board of Trustees (you were present) and stated he was licensed under his church. This was simply a lie. I and other residents verified his pastor's builder license has been expired for many years. He carried no liability insurance until confirmed because of a resident FOIA request. Ken Schwartz notified him to get insurance. However, it did not meet the township required coverage.

Further, during the time I was deputy supervisor, female residents complained of threats and harassment. I can provide their names. This is concerning especially after I learned he was charged with domestic violence in 2023.

Please protect the residents you serve.

I would greatly appreciate a response from you.

Regards,

Irma Golden
Resident

Sent from Samsung Galaxy smartphone.
Get [Outlook for Android](#)

Fw: Neglected Roads and Sidewalk Ramps

From Angela Robinson <arobinson@superior-twp.org>

Date Mon 5/12/2025 11:09 AM

To Christina Benitez <cbenitez@superior-twp.org>; Kristina Rankin <krankin@superior-twp.org>

3 attachments (3 MB)

20250417_103034.jpg; 20250411_104010.jpg; 20250417_102813.jpg;

FYI



Angela Robinson
Clerk, Charter Township of Superior
(734) 482-6099

From: Irma Golden <igolden51@hotmail.com>

Sent: Monday, April 28, 2025 11:05 AM

To: Emily Dabish Yahkind <edy@superior-twp.org>; Angela Robinson <arobinson@superior-twp.org>; Lisa Lewis <llewis@superior-twp.org>; Sarah Devereaux <sdevereaux@superior-twp.org>; Dana Greene <dgreene@superior-twp.org>; Brenda McKinney <brendamckinney@superior-twp.org>; Ken Schwartz <kenschwartz@superior-twp.org>

Cc: jerryclifton74@comcast.net <jerryclifton74@comcast.net>

Subject: Neglected Roads and Sidewalk Ramps

Dear Board Of Trustees:

It's important for you **ALL** of you to know when I write to the Board, it is not a passing thought or a personal agenda—it is a response to the **many residents I speak with regularly in the neighborhoods**. I do not judge their concerns; I listen because I **care deeply about the residents and neighborhoods** we live in. I hope all of you feel the same sense of responsibility and commitment.

Several roads **south of Geddes Road**—including **Sheffield Drive, Buckingham Drive, Ascot Drive, Arlington Drive near Harris Road, and Dawn Avenue**—continue to deteriorate while receiving only patchwork repairs. Despite visible damage and ongoing concerns, the **Washtenaw County Road Commission** has not prioritized these streets for long-term improvement.

Each year, the township allocates approximately **\$300,000** for road projects, with decisions made in May and approved by the Township. Unfortunately, past funding decisions have not been based on which roads are in the worst condition. Without Board members recognizing this ongoing neglect, these roads may once again be overlooked.

I plan to attend the upcoming **Washtenaw County Road Commission Board meetings**—held the **first and third Tuesday of every month at 1:00 PM**—to advocate for equitable, need-based road maintenance in our neighborhoods.

Additionally, Jerry Clifton raised an important concern: there is still no sidewalk access at the adjacent corners of Stephens Drive and Cedar Court. This has been a safety issue for years, and residents' concerns have yet to be addressed. Additionally, there is another safety concern at Barrington Drive and Wilshire Drive sidewalk ramp.

I respectfully request that the **next Board of Trustees meeting agenda** include a discussion on the **process for road project selection** and a review of **identified improvements for 2025**. Transparency and accountability in this process are essential to maintaining the trust and engagement of township residents.

I would also like to suggest using the weekly **Superior Township Updates** and the **LED signage located at the Utilities Department** to post public notices for residents interested in the **Blight and Road Committee**. This simple step could increase awareness and participation.

It's time for our tax dollars to be spent where they're truly needed—for safer, well-maintained roads and accessible sidewalks for all.

Attached Photos Include: Stephens Dr./Cedar Ct., Wilshire Dr./Barrington Dr., and off Nottingham Dr.

Regards,

Irma Golden - 1585 Sheffield Drive Ypsilanti, MI 48198

*Please include this email in the Board Packet for the next Board of Trustee meeting.



Irma Golden, Owner/Broker/Realtor®

Golden Real Estate

m: 734-637-0231 **e:** Irma@goldenrealtors.com

w: www.goldenrealtors.com









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ORDINANCE NUMBER 169

AMENDMENT OF ARTICLE III.
SEWER SERVICE

FIRST READING: MARCH 17, 2025

SECOND READING: MAY 19, 2025

Section 169-76

DIVISION 1. GENERALLY
Applicability of Ordinance.

This Ordinance shall apply to all Users that discharge into the Ypsilanti Community Utilities Authority's (YCUA) publicly owned treatment works (the POTW). In addition, it shall be unlawful for any User located outside the Township limits to continue discharges to the POTW except as provided in this Ordinance. In addition, this Ordinance shall establish permit requirements for connections or alterations to Township or the YCUA sewage works facilities or the POTW; govern the design, construction, alteration or use of and connection to the sewage works and POTW; regulate the discharge of wastewater into the sewage works and POTW; prohibit certain detrimental conduct; authorize the issuance of permits; authorize inspections; provide for administration and enforcement of this Ordinance; establish civil and criminal penalties for violations; and authorize the enforcement of and ensure compliance within the Township of the Federal Water Pollution Control Act, the Clean Water Act and the Michigan Natural Resources and Environmental Protection Act, more specifically defined herein, and regulations promulgated and adopted under said acts and statutes.

Sections 169-77 — 80. Reserved.

Section 169-81 Definitions.

The following words, terms and phrases, when used in this Ordinance, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Act, "the Act," the Federal Water Pollution Control Act and the Clean Water Act are used interchangeably in this Ordinance and refer to Public Law 92-500, as adopted in 1972 and amended by Public Law 95-217 in 1977, and any succeeding amendments and any administrative rules promulgated thereunder, as amended or revised from time to time.

Alternative discharge limit means limits set by the YCUA in lieu of the promulgated national categorical pretreatment standard for integrated facilities in accordance with the combined wastestream formula as set by the EPA.

Authorized representative of Industrial User means:

- (1) A responsible corporate officer, if the Industrial User is a corporation, who shall be a president, secretary, treasurer, or vice-president of the corporation in charge of a principal business function, or any other person who performs similar policy or decision making functions for the corporation or means the principal manager of one

or more manufacturing, production, or operation facilities employing more than 250 persons or having a gross annual sales or expenditures exceeding \$25,000,000.00 (in second quarter 1980 dollars) if authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures;

- (2) A general partner or proprietor if the Industrial User is a partnership or proprietorship, respectively;
- (3) A duly authorized representative of the individual designated above and if all of the following apply:
 - (a) The authorization is made in writing by the individual described in subsections 1 or 2 of this definition.
 - (b) This authorization specifies either an individual or a position having responsibility for the overall operation of the facility from which the industrial discharge originates, such as the position of plant manager, operator of a well, or well field superintendent, or a position of equivalent responsibility, or having overall responsibility for environmental matters for the company; and
 - (c) The written authorization is submitted to the Director. If an authorization is no longer accurate because a different individual or position has responsibility for the overall operation of the facility, or overall responsibility for environmental matters for the company, a new authorization satisfying the requirements of this definition shall be submitted to the Director or the YCUA prior to or together with any reports to be signed by an authorized representative.

Best Management Practices (BMP) means programs, practices, procedures or other directed efforts, initiated and implemented by Users, which can or do lead to the reduction, conservation or minimization of pollutants being introduced into the ecosystem, including but not limited to the YCUA publicly owned treatment system. BMPs include, but are not limited to, equipment or technology modifications, process or procedure modifications, reformulation or design of products, substitution of raw materials, and improvements in housekeeping, maintenance, training, or inventory control, and may include technical and economic considerations. BMP's may be structural or non-structural or both. In determining what BMPs will be required of a User in a particular case, the Director may consider all relevant technological, economical, practical, and institutional considerations as determined relevant and appropriate by the Director, consistent with achieving and maintaining compliance with the requirements of this Ordinance and other applicable laws and regulations.

Best Management Practices Plan (BMPP) means a written document that describes how the BMPs will be accomplished.

Biochemical oxygen demand (BOD) means the quantity of oxygen utilized in the biochemical oxidation of organic matter under standard laboratory procedure, five days at 20 degrees Celsius expressed in terms of weight and concentration (milligrams per liter).

Board means the Board of Commissioners of the Ypsilanti Community Utilities Authority.

Building drain means that part of the lowest horizontal piping of a drainage system which receives the drainage from soil, waste and other drainage pipes inside the walls of the building and conveys it to the building sewer, beginning five feet outside the inner face of the building wall.

Building sewer means that extension from the building drain to the public sewer or other places of disposal.

Bypass means intentional diversion of wastestreams from any portion of an Industrial User's treatment facility.

Chemical oxygen demand (COD) means a measure of the oxygen-consuming capacity of inorganic and organic matter present in water or wastewater. It is expressed as the amount of oxygen consumed from a chemical oxidant in a specified test. It does not differentiate between stable and unstable organic matter and thus does not necessarily correlate with biochemical oxygen demand. Also known as OC and DOC, oxygen consumed and dichromate oxygen consumed, respectively.

Chlorine demand means the difference between the amount of chlorine added to water or wastewater and the amount of residual chlorine remaining at the end of a specified contact period. The demand for any given water varies with the amount of chlorine applied, time of contact and temperature.

Combined sewer means a sewer receiving both surface runoff and sewage.

Combined wastestream means the wastestream at industrial facilities where regulated process effluent is mixed with other wastewaters (either regulated or unregulated) prior to treatment.

Compatible pollutant means a substance amenable to treatment in the wastewater treatment plant such as biochemical oxygen demand, suspended solids, pH and fecal coliform bacteria, plus additional pollutants identified in the NPDES permit if the publicly owned treatment works was designed to treat such pollutants, and in fact does remove such pollutant to a substantial degree. Examples of such additional pollutants may include: chemical oxygen demand, total organic carbon, and phosphorus and phosphorus compounds, nitrogen compounds, fats, oils and greases of animal or vegetable origin.

Composite sample means a sample formed either by continuous sampling or by mixing discrete samples obtained at intervals over a period of time. The individual samples shall be obtained through flow-proportional composite sampling techniques, unless time-

proportional composite sampling or grab sampling is authorized by the YCUA. Where time-proportional composite sampling or grab sampling is authorized by the YCUA, the samples must be representative of the Discharge. Manual generation of a composite sample through the collection and combining of grab samples may be approved if the User demonstrates to the satisfaction of the Director that this will provide a representative sample of the effluent being discharged. The decision to allow the alternative sampling must be documented in the Industrial User's file for that facility or facilities. Composite sampling protocols delineated in the User's Permit take precedence.

Cooling water means the water discharged from any use such as air conditioning, cooling or refrigeration, or to which the only pollutant added is heat.

Daily maximum means the concentration or mass loading that shall not be exceeded on any single calendar day. Where daily maximum limitations are expressed in terms of a concentration, the daily discharge is the arithmetical average measurement of the pollutant concentration derived from all measurements taken that day. Where daily maximum limitations are expressed in units of mass, the daily discharge is the total mass discharged during the day. If a composite sample is required for a parameter, the determination whether the daily maximum limitation for that parameter has been exceeded on a single calendar day shall be based on the composite sample collected for that parameter on that calendar day. If grab samples are required for a parameter, the determination whether the daily maximum limitation for that parameter has been exceeded on a calendar day shall be based on the average of all grab samples collected for that parameter on that calendar day. If only one grab sample is collected for a parameter on a given day, the determination whether the daily maximum limitation for that parameter has been exceeded for the day shall be based on the results of that single grab sample. If the pollutant concentration in any sample is less than the applicable detection limit, that value shall be regarded as zero (0) when calculating the daily maximum concentration.

Debt service charges means the charges levied to customers of the wastewater system which are used to pay principal, interest and administrative costs of retiring the debt incurred for construction of the sewage works.

Department of Environment, Great Lakes and Energy (EGLE) means the State of Michigan EGLE, Administrator or other duly authorized official.

Director means the Director of the YCUA the director's authorized deputy, agent or representative.

Domestic sewage means waste and wastewater from humans or household operations, which is discharged to, or otherwise enters, a POTW.

Environmental protection agency, or EPA means the U.S. Environmental Protection Agency, administrator or other duly authorized official.

"Fats, Oils, and Grease" (FOG) means any hydrocarbons, fatty acids, soaps, fats, waxes, oils, or any other non-volatile or semi-volatile material of animal, vegetable or mineral origin that is extractable by solvents in accordance with standard methods.

Flow Proportional Sample means a composite sample taken with regard to the flow rate of the wastestream.

Food Service Establishment (FSE) means a non-domestic User that engages in one or more of the following food preparation activities: cooking by frying (all methods); baking (all methods); grilling; sautéing, rotisserie cooking; broiling (all methods); boiling; blanching; roasting; toasting; poaching; infrared heating; searing; barbecuing; and any other food preparation activity that produces a hot, non-drinkable food product in or on a receptacle that requires washing.

Footing drain means a pipe or conduit, which is placed around the perimeter of a building foundation and which intentionally admits ground water.

Garbage means solid wastes from the preparation, cooking and dispensing of food and from the handling, storage and sale of produce.

Grab sample means a sample taken from a wastestream on a 1-time basis over a period of time of not more than 15 minutes without regard to the flow in the wastestream.

Holding tank waste means any waste from holding tanks such as vessels, chemical toilets, campers, trailers, septic tanks, and vacuum-pump tank trucks.

Incompatible pollutants means any pollutant, which is not a compatible pollutant. *Industrial wastes* means the wastewater discharges from industrial, manufacturing, trade or business processes, or wastewater discharge from any structure with these characteristics, as distinct from their employee's domestic wastes or wastes from sanitary conveniences.

Industrial User means a person who contributes, causes or permits wastewater to be discharged into the POTW, including, but not limited to, a place of business, endeavor, arts, trade or commerce, whether public or private, commercial or charitable, but excludes single family and multi-family residential dwellings with discharges consistent with domestic waste characteristics.

Infiltration means that portion of groundwater which is unintentionally admitted to a sewer.

Interference means a discharge, alone or in conjunction with a discharge or discharges from other sources, to which both of the following provisions apply:

- (1) The discharge inhibits or disrupts the publicly owned treatment works, its treatment processes or operations, or its sludge processes, use or disposal;

- (2) Pursuant to paragraph (1) of this definition, the discharge is a cause of a violation of any requirement of the YCUA or the Act or the State Act, including an increase in the magnitude or duration of a violation, or of the prevention of sewage sludge use or disposal in compliance with the following statutory provisions and regulations or permits issued there under, or more stringent state or local regulations: Section 405 of the clean water act; the solid waste disposal act, 42 USC Section 2601 et seq, including Title II, more commonly referred to as the resource conservation and recovery act, and including state regulations contained in any state sludge management plan prepared pursuant to subtitle D of the solid waste disposal act; the clean air act, 42 USC Section 7401 et seq; the toxic substances control act, 15 USC Section 2601 et seq; the marine protection, research, and sanctuaries act, 33 USC Section 1401 et seq.

Instantaneous maximum concentration means the maximum concentration of a pollutant allowed to be discharged at any instant in time (independent of the flow rate or duration of the sampling event). If the concentration determined by analysis of any grab sample, composite sample, or discrete portion of a composite sample exceeds the instantaneous maximum concentration, the instantaneous maximum concentration shall be deemed to have been exceeded. Any discharge of a pollutant at or above a specified instantaneous maximum concentration is a violation of this Ordinance and the YCUA Industrial Pretreatment Program.

Local Initiative Limits means a temporary limit imposed on any user for any pollutant not specifically limited in Section 62-131, Paragraphs (1) through (3).

Mercury reduction plan means a plan to ensure that the maximum allowable mercury loading to the POTW is not exceeded as described in Section 169-131 of this ordinance.

National categorical pretreatment standard, categorical pretreatment standard or categorical standard means any regulation containing pollutant discharge limits promulgated by the EPA in accordance with sections 307(b) and (c) of the clean water act, 33 USC Section 1317, which apply to a specific category of nondomestic Users and which appear in 40 CFR Parts 405-471 as amended..

National pollutant discharge elimination system or NPDES permit means a permit issued pursuant to section 402 of the Act (33 USC 1342).

National prohibitive discharge standard or prohibitive discharge standard means any regulation developed under the authority of Section 307(b) of the Act and 40 CFR 403.5 as amended.

Natural outlet means any outlet into a watercourse, pond, ditch, lake, or other body of surface or ground water.

New source means any building, structure, facility, or installation from which there is or may be a discharge and for which construction commenced after the publication of proposed pretreatment standards under section 307(c) of the clean water act will be applicable to the source if the standards are thereafter promulgated in accordance with section 307(c), and if any of the following provisions apply:

- (1) The building, structure, facility, or installation is constructed at a site at which no other source is located;
- (2) The building, structure, facility, or installation totally replaces the process or production equipment that causes the discharge of pollutants at an existing source; or
- (3) The production of wastewater-generated processes of the building, structure, facility, or installation is substantially independent of an existing source at the same site. The extent to which the new facility is engaged in the same general type of activity as the existing source and the extent of integration of the new facility with the existing plant should be considered in determining whether the process is substantially independent.

Nondomestic User means an industry, commercial establishment, or other entity that discharges wastewater to a publicly owned treatment works other than, or in addition to, sanitary sewage.

Operation and maintenance means all work, materials, equipment, utilities, administration and other effort required to operate and maintain the POTW consistent with insuring adequate treatment of wastewater to produce an effluent in compliance with the NPDES permit and other applicable state and federal regulations and includes the cost of replacement.

Operator means the person responsible for the overall operation of a facility. *Owner* means the person who owns a facility or part of a facility.

Pass through means a discharge that exits the WWTP into State waters in quantities or concentrations which, alone or in conjunction with a discharge or discharges from other sources, is a cause of a violation of any requirement of the Act, the State Act, or the NPDES permit, including an increase in the magnitude or duration of a violation.

Person means any individual, partnership, copartnership, firm, company, corporation, limited liability company, association, joint stock company, trust, estate, governmental entity or any other legal entity, or its legal representatives, agents or assigns. The masculine gender shall include the feminine and the singular shall include the plural where indicated by the context.

PFAS Compounds mean the list of perfluoroalkyl and polyfluoroalkyl substances identified by EGLE as emerging contaminants and included on EGLE's most recent PFAS Minimum Laboratory Analyte List

pH means a common measure of the acidity or alkalinity of an aquatic solution, as expressed in standard units (SU.)

Pollutant means any of the following: substances regulated by categorical standards; substances discharged to the POTW that are required to be monitored, are limited in the POTW's permit, or are or are to be identified in the POTW's permit application; substances for which control measures on nondomestic Users are necessary to avoid restricting the approved residuals management program of the POTW; substances for which control measures on nondomestic Users are necessary to avoid operational problems at the POTW; substances for which control measures on nondomestic sources are necessary to avoid worker health and safety problems in the POTW.

Pollution means the manmade or man-induced alteration of the chemical, physical, biological, or radiological integrity of water.

Pretreatment or treatment means the reduction of the amount of pollutants, the elimination of pollutants, or the alteration of the nature of pollutants, or the alteration of the nature of pollutant properties in wastewater to a less harmful state prior to or in lieu of discharging or otherwise introducing such pollutants into the sewage works. The reduction or alteration can be obtained by physical, chemical or biological processes, process changes or other means, except as prohibited by 40 CFR 403.6(d).

Pretreatment requirements means any substantive or procedural requirement related to pretreatment, other than a pretreatment standard, imposed on a nondomestic user.

Pretreatment standards means any regulation containing pollutant discharge limits promulgated in accordance with section 307(b) and (c) of the clean water act and the state act. This term includes prohibited discharges and local limits defined in R 323.2303 and categorical standards.

Properly shredded garbage means garbage that has been shredded to such a degree that all particles will be carried freely under the flow conditions normally prevailing in public sewers, with no particle greater than one-half inch in any dimension.

Publicly owned treatment works (POTW) means the treatment works owned and/or operated by the YCUA and includes any devices and systems used in the storage, treatment, recycling, and reclamation of municipal sewage or industrial wastes of a liquid nature. The term also includes sewers, pipes, and other conveyances if they convey wastewater to or through the publicly owned treatment works. The term also means the municipality (the Charter Township of Superior) that has jurisdiction over indirect discharges to, and discharges from, the treatment works.

Public sewer means a sewer in which all owners of abutting properties have equal rights and is controlled by public authority.

Replacement means the replacement in whole or in part of any equipment in the wastewater transportation or treatment systems to ensure continuous treatment of wastewater in accordance with the NPDES permit and other state and federal regulations.

Sanitary Sewer means a sewer which carries sewage and to which storm, surface and groundwaters are not intentionally admitted.

Severe property damage means substantial physical damage to property, damage to the treatment facilities which cause them to become inoperable, or substantial or permanent loss of natural resources which can reasonably be expected to occur in the absence of a bypass. Severe property damage does not mean economic loss caused by delays in production.

Sewage or wastewater means the liquid and water-carried industrial or domestic wastes from dwellings, commercial buildings, industrial facilities and institutions, together with any groundwater, surface water, and stormwater that may be present, whether treated or untreated, which is contributed into or permitted to enter the sewage works.

Sewage treatment or wastewater treatment plant means any arrangement of devices and structures used for treating sewage

Sewage works means all municipal facilities for collecting, pumping, treating and disposing of sewage.

Sewer means a pipe or conduit for carrying sewage.

Sewer service charge means the sum of any applicable User charges, surcharges and debt service charges.

Shall is mandatory; *may* is permissive.

Significant Industrial User (SIU) means either of the following:

- (1) A nondomestic User subject to categorical pretreatment standards under 40 CFR Parts 405-471 as amended; or; or
- (2) A nondomestic User that, in the opinion of the YCUA has a reasonable potential to adversely affect the POTW' s operation, or for violating any pretreatment standard or requirement or that contributes a process wastestream which makes up five percent or more of the average dry weather hydraulic or organic capacity of the POTW treatment plant, or that discharge an average of 25,000 gallons per day or more of process wastewater to the POTW, excluding sanitary, noncontact cooling, and boiler blowdown wastewater. Any User designated as significant may petition the YCUA to

be deleted from the list of Significant Industrial Users on the grounds that it has no potential for adversely affecting the POTW' s operation or violating any pretreatment standard or requirement. The Director may determine that a User that meets the criteria of Subsections (1) and (2) of this definition above is not currently a Significant Industrial User, if the Director finds that the User has no reasonable potential to adversely affect the operation of the POTW , to violate any pretreatment standard or requirement, or that an Industrial User Permit is not required to meet the purposes and objectives of this Ordinance. A determination that a User is not a Significant Industrial User (or that a permit is therefore not required) shall not be binding and may be reversed by the Director at any time based on changed circumstances, new information, or as otherwise determined necessary by the Director to meet the purposes and objectives of this Ordinance.

Significant noncompliance means any of the following:

- (1) Chronic violations of wastewater discharge limits, defined as results of analyses in which 66% or more of all of the measurements taken for the same pollutant parameter during a 6-month period exceed, by any magnitude, a numeric Pretreatment Standard or Requirement, including instantaneous limits, as defined by 40 CFR 403.3(l);
- (2) Technical review criteria (TRC) violations, defined as results of analyses in which 33% or more of all of the measurements taken for the same pollutant parameter taken during a 6-month period equal or exceed the product of the Pretreatment Standard or Requirement including instantaneous limits, as defined by 40 CFR 403.3(1) multiplied by the applicable technical review criteria. (Technical review criteria equals 1.4 for compatible pollutants and 1.2 for all other pollutants, except pH.);
- (3) Any other violation of a Pretreatment Standard or Requirement as defined by 40 CFR 403.3(1), (daily maximum, longer-term average, instantaneous limits, or Narrative Standard) that the YCUA determines has caused, alone or in combination with other discharges, interference or pass-through, including endangering the health of the YCUA personnel or the general public;
- (4) Any discharge of a pollutant that has caused imminent endangerment to human health, welfare, or the environment or has resulted in the YCUA's exercise of its emergency authority under Rule 323.2306(a) (vi) of the Part 23 Rules under the State Act or its emergency authority under this Ordinance to halt or prevent the discharge;
- (5) Failure to meet, within 90 days after a scheduled date, a compliance schedule milestone contained in a the YCUA or other local control mechanism or enforcement order for starting construction, completing construction, or attaining final compliance;

- (6) Failure to provide, within 30 days after the due date, a required report such as, but not limited to, a baseline monitoring report, 90 day or other compliance report, periodic self-monitoring report, or report on compliance with a compliance schedule;
- (7) Failure to timely or accurately report noncompliance; or
- (8) Any other violation or group of violations, which may include a violation of Best Management Practices, that the YCUA determines will affect or has adversely affected the operation or implementation of the YCUA pretreatment program or operation of the POTW.

Slug, Slug Loading, Slug Discharge means either:

- (1) Any discharge of pollutants at a volume or concentration that causes upset of or interference with the POTW or causes the pass-through of pollutants to receiving waters, or
- (2) Any discharge of a pollutant(s), measured by a grab sample, at a concentration exceeding five (5) times the composite or grab sample discharge limit, or
- (3) Any discharge of wastewater outside the pH range of 5 - 11 S.U. for either a continuous duration of greater than or equal to fifteen minutes or for a sum total of thirty minutes within one day, or
- (4) Any discharge of a non-routine, episodic nature, including but not limited to, an accidental spill or non-customary batch discharge.

State means State of Michigan.

State Act means Public Act 451 of 1994, the Natural Resources and Environmental Protection Act (NREPA), as amended, and any administrative rules promulgated there under, as amended or revised from time to time.

Storm sewer or *storm drain* means a sewer which carries storm and surface waters and drainage but excludes sewage and polluted industrial wastes.

Stormwater means any flow occurring during or following any form of natural precipitation and resulting there from.

Surcharge means an extra charge to cover the cost of treating, sampling and testing extra strength sewage.

Suspended solids means the total suspended matter that floats on the surface of, or is suspended in, water, wastewater or other liquids, and which is removable by laboratory filtering.

Total Kjeldahl nitrogen (TKN) means the measure of the total ammonia-nitrogen present in wastewater, after any organic nitrogen present has been converted to ammonia-nitrogen under a standard digestive procedure.

Township means the Charter Township of Superior, Michigan or its board of trustees.

Toxic pollutant means any pollutant or combination of pollutants which is or can potentially be harmful to the public health or the environment including those listed as toxic in regulations promulgated by the administrator of the Environmental Protection Agency under the provisions of CWA 307(a) or other acts.

User means any person who contributes, causes or permits the contribution of wastewater into the sewage works.

User charge means a charge levied on Users of a treatment works for the cost of operation and maintenance of sewerage works pursuant to Section 204(b) of PL 92-500 and includes the cost of replacement

User class means the kind of User connected to sanitary sewers including but not limited to residential, industrial, commercial, institutional and governmental, defined as follows:

- (1) *Residential User* means a User of the treatment works whose premises or buildings are used primarily as a domicile for one or more persons, including dwelling units such as detached, semidetached and row houses, mobile homes, apartments, or permanent multifamily dwellings (transient lodging is not included, it is considered commercial);
- (2) *Industrial User* means any User who discharges an "industrial waste" as defined in this Ordinance or any nondomestic source who discharges pollutants to the sewage works or POTW;
- (3) *Commercial User* means an establishment involved in a commercial enterprise, business or service which, based on a determination by the YCUA discharges primarily segregated domestic wastes or wastes from sanitary conveniences and which is not a Residential User or an Industrial User;
- (4) *Institutional User* means any establishment involved in a social, charitable, religious, or educational function which, based on a determination by the YCUA discharges primarily segregated domestic wastes or wastes from sanitary conveniences; and
- (5) *Governmental User* means any federal, state or local government User of the wastewater treatment works.

Wastewater discharge permit means a written authorization to discharge subject to specific limits, terms, and conditions. A wastewater discharge permit is issued by the director and its terms and conditions are enforced by the YCUA IPP.

Waters of the state means all streams, lakes, ponds, marshes, watercourses, waterways, wells, springs, reservoirs, aquifers, irrigation systems, drainage systems and all other bodies or accumulations of water, surface or underground, natural or artificial, public or private, which are contained within, flow through, or border upon the state or any portion thereof.

Section 169-82 Abbreviations.

The following abbreviations shall have the following meanings:

ASTM	American Society for Testing and Materials
BMP	Best Management Practices
BMPP	Best Management Practices Plan
BOD	Biochemical oxygen demand
CFR	Code of Federal Regulations
COD	Chemical oxygen demand
CWA	Clean Water Act
EGLE	Environment, Great Lake and Energy Department of the State of Michigan
EPA	Environmental Protection Agency
FOG	Fats, Oils, and Grease
l	liter
LIL	Local Initiative Limits
MAHL	Maximum Allowable Headworks Loading
MAIL	Maximum Allowable Industrial Loading
MRP	Mercury Reduction Plan
mg	Milligrams
mg/l	Milligrams per liter
ng/l	Nanogram per liter
NPDES	National Pollutant Discharge Elimination System
O&M	Operation and Maintenance
POTW	Publicly Owned Treatment Works
SAL	Special Alternative Limit
SIC	Standard Industrial Classification
SS	Suspended solids
TKN	Total Kjeldahl Nitrogen
ug/l	Micrograms per liter
USC	United States Code
WWTP	The Ypsilanti Community Utilities Authority Wastewater Treatment Plant
WEF	Water Environment Federation
YCUA	Ypsilanti Community Utilities Authority

Section 169-83 Protection from Damage.

It shall be unlawful for any unauthorized person to maliciously, willfully, or negligently break, damage, destroy, uncover, deface, or tamper with any structure, appurtenance, or equipment which is a part of the sewage works or POTW

Section 169-84 Reserved.

DIVISION 2. ADMINISTRATION AND ENFORCEMENT

Section 169-85 Permit or authorization required.

It shall be unlawful to discharge to the waters of the state within the Township, or in any area under the jurisdiction of such Township and/or to the sewage works, any wastewater except as provided by an NPDES permit and/or as authorized by the YCUA in accordance with the provisions of this Ordinance.

Section 169-86 Information required prior to connection to system.

All Industrial Users proposing to connect to or to contribute to the sewage works shall submit information on the use, processes and wastewater to the Director before connecting to or contributing to the sewage works. The information submitted must be sufficient for the YCUA to determine the impact of the User's' discharge on the sewage works and the need for pretreatment. The User shall submit, in units and terms appropriate for evaluation, the following information:

- (1) The name, address and location of the User.
- (2) The SIC number according to the Standard Industrial Classification Manual, Bureau of the Budget, 1972, as amended; and any industrial processes subject to National Categorical Pretreatment Standards under 40 CFR Parts 405-471 as amended.
- (3) Wastewater constituents and characteristics including but not limited to those pollutants mentioned in section 169-127 through 169-137 of this Ordinance, when required by the Director, as determined by a reliable analytical laboratory. Sampling and analysis shall be performed in accordance with the techniques prescribed in 40 CFR part 136, as amended from time to time. Where 40 CFR part 136 does not contain sampling or analytical techniques for the pollutant in question, or where the EPA determines that the part 136 sampling and analytical techniques are inappropriate for the pollutant in question, sampling and analysis shall be performed by using validated analytical methods of any other applicable sampling and analytical procedures, including procedures suggested by the publicly owned treatment works or other parties, approved by the EPA.
- (4) The time and duration of contribution.

- (5) The average daily wastewater flow rates, including daily, monthly and seasonal variations, if any.
- (6) Site plans, floor plans, mechanical and plumbing plans and details to show all sewers, sewer connections, and appurtenances by the size, location and elevation, if the User is a SIU or as required by the YCUA.
- (7) A description of activities, facilities and plant processes on the premises including all materials which are or could be discharged.
- (8) The nature and concentration of any pollutants in the discharge which are limited by any the YCUA, state, or federal pretreatment standards, and a statement regarding whether or not the pretreatment standards are being met on a consistent basis and if not, whether additional operation and maintenance and/or additional pretreatment is required by the Industrial User to meet applicable pretreatment standards.
- (9) If additional pretreatment and/or O&M will be required to meet the pretreatment standards, the shortest schedule by which the User will provide such additional pretreatment shall be provided. The completion date in this schedule shall not be later than the compliance date established for the applicable pretreatment standard. The following conditions shall apply to this schedule:
 - (a) The schedule shall contain increments of progress in the form of dates for the commencement and completion of major events leading to the construction and operation of additional pretreatment required for the User to meet the applicable pretreatment standards.
 - (b) No increment referred to in subsection (9)a of this section shall exceed nine months.
 - (c) Not later than 14 days following each date in the schedule and the final date for compliance, the User shall submit a progress report to the Director including, as a minimum, whether or not it complied with the increment of progress to be met on such date and, if not, the date on which it expects to comply with this increment of progress, the reason for delay, and the steps being taken by the User to return the construction to the schedule established. In no event shall more than nine months elapse between such progress reports to the Director.
- (10) Each product produced by type, amount, process or processes and rate of production
- (11) The type and amount of raw materials processed, average and maximum per day.
- (12) The number and type of employees, hours of operation of plant and proposed or actual hours of operation of pretreatment system.

- (13) Any other information as may be deemed by the Director to be necessary to evaluate the impact of the discharge on the sewage works.

Section 169-87 Reporting required after promulgation or revision of a pretreatment standard and reporting from a new source.

Within 180 days of the promulgation or revision of a categorical pretreatment standard, or 180 days after the final administrative decision made upon a category determination submission under R 323.2311(2) of the Part 23 Rules promulgated under the State Act, whichever is later, existing nondomestic Users subject to the categorical pretreatment standards and currently discharging, or scheduled to discharge, to the POTW shall submit, to the YCUA, a report that contains all of the information listed in this Section. Where reports containing this information already have been submitted to the YCUA or EPA in compliance with the requirements of 40 C.F.R. S128.140(b) as amended, the nondomestic User will not be required to submit the information again. Not less than 90 days before the commencement of a discharge, sources that become nondomestic Users subsequent to the promulgation of an applicable categorical standard and new sources shall be required to submit, to the YCUA, a report that contains the information listed in subdivisions (1) to (5) of this Section. New sources shall also be required to include in this report information on the method of pretreatment the source intends to use to meet applicable pretreatment standards. New sources shall give estimates of the information requested in subdivisions (4) and (5) of this Section. All of the following information shall be submitted pursuant to this Section.

- (1) The name and address of the facility including the name of the operator and owners.
- (2) A list of any environmental control permits held by or for the facility.
- (3) A brief description of the nature, average rate of production, and standard industrial classification of the operation or operations carried out by the nondomestic User. The description shall include a facility drawing and schematic process diagram that indicates points of discharge to the POTW and from which processes the discharges originate.
- (4) Information showing the measured average daily and maximum daily flow, in gallons per day, to the POTW for each of the following:
 - (a) Regulated process streams.
 - (b) Other streams as necessary to allow use of the combined wastestream formula specified in R 323.2311(6). The YCUA may allow for verifiable estimates of these flows where justified by cost or feasibility considerations.
- (5) All of the following information shall be provided with respect to the measurement of pollutants:

- (a) The identity of the pretreatment standards, including state or local standards, applicable to each regulated process.
- (b) The results of sampling and analysis identifying the nature and concentration or mass, where required by the standard or the YCUA, of regulated pollutants in the discharge from each regulated process. Both daily maximum and average concentration or mass, where required, shall be reported. The sample shall be representative of daily operations.
- (c) A minimum of 4 grab samples shall be used for pH, cyanide, total phenols, oil and grease, sulfide, and volatile organics. For all other pollutants, 24-hour composite samples shall be obtained through flow-proportional composite sampling techniques. The YCUA may waive flow-proportional composite sampling for any nondomestic User that demonstrates that time-proportional sampling is representative of the discharge during the sampling period. Samples obtained through time-proportional composite sampling techniques or through a minimum of 4 grab samples may be approved by the Director or designee when the User demonstrates that this will provide a representative sample of the effluent being discharged.
- (d) With the exception of the pollutants specified in paragraph (c) of this subsection, the User shall take a minimum of one representative sample to compile the data necessary to comply with the requirements of this subsection.
- (e) Samples should be taken immediately downstream from pretreatment facilities if the facilities exist or immediately downstream from the regulated process if pretreatment facilities do not exist. If other wastewaters are mixed with the regulated wastewater before pretreatment, the nondomestic User should measure the flows and concentrations necessary to allow use of the combined wastestream formula specified in R 323.2311(7) to evaluate compliance with the pretreatment standards. Where an alternate concentration or mass limit has been calculated in accordance with R 323.2311(5), the adjusted limit and supporting data shall be submitted to the YCUA.
- (f) Sampling and analysis shall be performed in accordance with the techniques prescribed in 40 C.F.R. part 136. Where 40 C.F.R. part 136 does not contain sampling or analytical techniques for the pollutant in question, or where the EPA determines that the Part 136 sampling and analytical techniques are inappropriate for the pollutant in question, sampling and analysis shall be performed by using validated analytical methods or any other applicable sampling and analytical procedures, including procedures suggested by the YCUA or other parties, approved by the EPA.

- (g) The YCUA may allow the submission of a baseline report that utilizes only historical data if the data provides information sufficient to determine the need for industrial pretreatment measures.
 - (h) The baseline report shall indicate the time, date, and place of sampling and the methods of analysis and shall certify that the sampling and analysis is representative of normal work cycles and expected pollutant discharges to the POTW.
- (6) A statement, reviewed by an authorized representative of the nondomestic User and certified by a qualified professional, indicating whether pretreatment standards are being met on a consistent basis and, if not, whether additional operation and maintenance or additional pretreatment is required for the nondomestic User to meet the pretreatment standards and requirements.
- (7) If additional pretreatment or operation and maintenance will be required to meet the pretreatment standards, the shortest schedule by which the nondomestic User will provide such additional pretreatment or operation and maintenance. The completion date in the schedule shall not be later than the compliance date established for the applicable pretreatment standard. All of the following conditions shall apply to compliance schedules:
 - (a) The schedule shall contain increments of progress in the form of dates for the commencement and completion of major events leading to the construction and operation of additional pretreatment required for the nondomestic User to meet the applicable categorical pretreatment standards. The events may include any of the following: (i) The hiring of an engineer; (ii) Completing preliminary plans; (iii) Completing final plans; (iv) Executing contracts for major components; (v) Commencing construction; (vi) Completing construction; or (vii) Other similar major events;
 - (b) An increment referred to in this sub-section shall not be more than 9 months
 - (c) Not later than 14 days following each date in the schedule and the final date for compliance, the nondomestic User shall submit a progress report to the YCUA, including, at a minimum, whether or not the User complied with the increment of progress to be met on a particular date and, if not, the date on which the User expects to comply with the increment of progress, the reason for delay, and the steps being taken by the nondomestic User to return the construction to the schedule established. Not more than 9 months shall elapse between progress reports to the YCUA.
- (8) Where the nondomestic User's categorical pretreatment standard has been modified by a removal allowance under R 323.2311(7) or a fundamentally different factors variance under R 323.2313(b) at the time the nondomestic User submits the report

required by this rule, the information required by subdivisions (6) and (7) of this section shall pertain to the modified limits.

- (9) Any changes to information requested under subdivisions (1) to (5) of this section shall be submitted by the nondomestic User to the YCUA within 60 days.

Section 169-88 Additional reporting required and periodic report requirements.

- (1) Within 90 days following the date for final compliance with applicable categorical pretreatment standards or, in the case of a new source, following commencement of the introduction of wastewater into the sewage works, POTW or the WWTP, any nondomestic User subject to pretreatment standards and requirements shall submit to the Director and/or the YCUA a report containing the information required in subsections (4) through (6), inclusive, of Section 169-87 of this Ordinance. For Industrial Users subject to equivalent mass or concentration limits established by the YCUA in accordance with the procedures in R 323.2311(5) of the Part 23 Rules promulgated under the State Act or otherwise established by the Act or the State Act or rules promulgated thereunder, the report shall contain a reasonable measure of the nondomestic User's long-term production rate. For all other nondomestic Users subject to categorical pretreatment standards expressed in terms of allowable pollutant discharge per unit of production, or other measure of operation, the report shall include the nondomestic User's actual production during the appropriate sampling period.
- (2) The YCUA may impose mass limitations on Users which are using dilution to meet applicable pretreatment standards or requirements, or in other cases in which the imposition of mass limitations is appropriate.
- (3) All of the following provisions shall apply to periodic reports on continued compliance:
 - (a) Any nondomestic User subject to a categorical pretreatment standard after the compliance date of the pretreatment standard or, in the case of a new source, after commencement of the discharge into the publicly owned treatment works shall submit, to the YCUA semiannually, unless required more frequently in the pretreatment standard or by the YCUA, a report indicating the nature and concentration of pollutants in the effluent that are limited by the categorical pretreatment standards. In addition, the report shall include a record of measured or appropriately estimated average and maximum daily flows for the reporting period for the discharge reported in subsection 169-187 (4) or this Ordinance, except that the YCUA may require more detailed reporting of flows.
 - (b) Where the YCUA has imposed mass limitations on nondomestic Users as provided for by R 323.2311(5) of the Part 23 Rules promulgated under the State

Act or where such limitations are otherwise established by the Act or the State Act or Rules promulgated thereunder, the report required by subsection (1) immediately above shall indicate the mass of pollutants regulated by pretreatment standards in the discharge from the nondomestic User.

- (c) For nondomestic Users subject to equivalent mass or concentration limits established by the YCUA or under the Act or the State Act or Rules promulgated thereunder, the report required by subsection (1) immediately above shall contain a reasonable measure of the nondomestic User's long-term production rate. For all other nondomestic Users subject to categorical pretreatment standards expressed only in terms of allowable pollutant discharge per unit of production, or other measure of operation, the report required by subsection (1) immediately above shall include the nondomestic User's actual average production rate for the reporting period.
- (4) All categorical and non-categorical nondomestic Users shall notify the YCUA immediately of all discharges that could cause problems to the POTW, including any slug loadings.
- (5) All of the following provisions apply to Significant Industrial Users that are Categorical Industrial Users or Non-categorical Industrial Users in regard to monitoring and analysis to demonstrate continued compliance:
 - (a) The reports required in Section 169-87 or this Ordinance or in this Section shall contain the results of sampling and analysis of the discharge, including the flow and the nature and concentration, or production and mass where requested by the YCUA, of pollutants contained in the discharge that are limited by the applicable pretreatment standards. The sampling and analysis may be performed by the YCUA instead of the nondomestic User. Where the YCUA elects to perform the required sampling and analysis instead of the nondomestic User, the nondomestic User will not be required to submit the compliance certification required under Section 169-87 (6) and subsection (1) of this Section. In addition, where the YCUA collects all the information required for the report, including flow data, the nondomestic User will not be required to submit the report. The YCUA shall provide, to the nondomestic User, within 10 days after the results are available, the results of any sampling the YCUA performs for nondomestic User self-monitoring that show a violation of any pretreatment standard. Any certification required by a categorical pretreatment standard shall be included with the semiannual compliance reports.
 - (b) If sampling performed by a nondomestic User indicates a violation of pretreatment standards, the nondomestic User shall notify the YCUA within 24 hours of becoming aware of the violation.

- (c) The nondomestic User shall also repeat the sampling and analysis and submit the results of the repeat analysis to the YCUA within 30 days after becoming aware of the violation; however, the nondomestic User is not required to resample if the YCUA performs sampling at the nondomestic User at a frequency of at least once per month or if the YCUA performs sampling at the nondomestic User between the time when the nondomestic User performs its initial sampling and the time when the nondomestic User receives the results of the sampling.
 - (d) The reports required in subsection (c) of this Section shall be based upon data obtained through appropriate sampling and analysis performed during the period covered by the report, which data is representative of conditions occurring during the reporting period. The YCUA may require a frequency of monitoring that is necessary to assess and assure compliance by nondomestic Users with applicable pretreatment standards and requirements.
 - (e) All analyses shall be performed in accordance with procedures established by the EPA pursuant to section 304(h) of the clean water act and contained in 40 C.F.R. part 136 or with any other test procedures approved by the EPA. Sampling shall be performed in accordance with the techniques approved by the EPA. Where the provisions of 40 C.F.R. part 136 do not include sampling or analytical techniques for the pollutants in question, or where the EPA determines that the part 136 sampling and analytical techniques are inappropriate for the pollutant in question, sampling and analyses shall be performed using validated analytical methods or any other sampling and analytical procedures, including procedures suggested by the YCUA or other parties and approved by the EPA.
 - (f) If a nondomestic User monitors any pollutant more frequently than required by the YCUA using the procedures prescribed in subsection (d) immediately above, the results of the monitoring shall be included in the report.
- (6) A minimum of one (1) grab samples shall be used for pH, cyanide, total phenols, oil and grease, sulfide, and volatile organics. For all other pollutants, 24-hour composite samples shall be obtained through flow-proportional composite sampling techniques. The YCUA may waive flow-proportional composite sampling for any nondomestic user that demonstrates that time-proportional sampling is representative of the discharge during the sampling period. Samples obtained through time-proportional composite sampling techniques or through a minimum of 4 grab samples may be approved by the Director or designee when the user demonstrates that this will provide a representative sample of the effluent being discharged.

- (7) The YCUA may require appropriate reporting from nondomestic Users that have discharges, which are not subject to categorical pretreatment standards. Significant industrial Users shall submit, to the YCUA, at least semiannually, a description of the nature, concentration, and flow of the pollutants required to be reported by the YCUA. The reports shall be based on sampling and analysis performed in the period covered by the report and performed in accordance with the techniques described in 40 C.F.R. part 136as amended. Where the provisions of 40 C.F.R. part 136 do not contain sampling or analytical techniques for the pollutant in question, or where the EPA. determines that the part 136 sampling and analytical techniques are inappropriate for the pollutant in question, sampling and analysis shall be performed by using validated analytical methods or any other applicable sampling and analytical procedures, including procedures suggested by the YCUA or other persons and approved by the EPA. The sampling and analysis may be performed by the YCUA instead of the significant Industrial User. Where the YCUA collects all of the information required for the report, the Significant Industrial User will not be required to submit the report. The YCUA shall provide, to the nondomestic User, within 10 days after the results are available, the results of any sampling it performs for nondomestic User self-monitoring that show a violation of any pretreatment standard. Where the YCUA performs sampling for a Significant Industrial User, the YCUA must perform any required repeat sampling and analysis within thirty (30) days of becoming aware of a violation.
- (8) All periodic compliance reports shall be certified and signed by the authorized representative of the industrial user. The authorized representative shall state the following certification when submitting the periodic compliance reports to the YCUA: *"I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry about the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."*

Section 169-89 Powers of the YCUA.

Wastewater discharges shall be expressly subject to all provisions of this Ordinance, the Act and State Act and all other applicable regulations, rules, plans, programs and orders established by the YCUA. The YCUA may:

- (1) Limit the average and maximum wastewater constituents and characteristics.
- (2) Limit the average and maximum rate and time of discharge or make requirements for flow regulations and equalization.

- (3) Require the installation and maintenance of inspection and sampling facilities.
- (4) Establish specifications for monitoring programs which may include sampling locations, frequency of sampling, number, types and standards for tests and reporting schedule.
- (5) Establish compliance schedules.
- (6) Require submission of technical reports or discharge reports.
- (7) Require the maintaining, retaining and furnishing of plant records relating to wastewater discharge as specified by the YCUA, and affording the YCUA access thereto, and copying thereof.
- (8) Require notification of slug discharges and accidental spills.
- (9) Require other conditions as deemed appropriate by the YCUA to ensure compliance with this Ordinance, the Act and the State Act. The YCUA shall require notification of the YCUA for any new introduction of wastewater constituents or any substantial change in the volume or character of the wastewater constituents being introduced into the wastewater treatment system.
- (10) Take any other action, including enforcement action, required or authorized by this article.

Section 169-90 Sampling and monitoring facilities may be required.

The YCUA shall, when determined necessary by the Director, require to be provided and operated at the User's own expense, monitoring facilities to allow inspection, sampling, and flow measurement of the building sewer and/or internal drainage systems. The facility, sampling, and measuring equipment shall be maintained at all times in a safe and proper operating condition at the expense of the User. Whether constructed on public or private property, the sampling and monitoring facilities shall be provided in accordance with plans and specifications submitted to and approved by the YCUA and all applicable local construction standards and specifications. Construction shall be completed within 90 days following written notification by the YCUA.

Section 169-91 Right to access of facilities for inspection, sampling, records examination, record copying or other duties.

The YCUA shall inspect the facilities of any User to ascertain whether the purpose of this Ordinance is being met and all requirements are being complied with. Persons or occupants of premises where wastewater is created or discharged shall allow the YCUA or its representative ready access at all reasonable times to all parts of the premises for the purposes of inspection, sampling, records examination, records copying or in the performance of any of their duties. The YCUA, EGLE and EPA shall have the right to set up on

the User's property, at the User's expense, such devices as are necessary to conduct sampling inspection, compliance monitoring and/or metering operations. Where a User has security measures in force which would require proper identification and clearance before entry into their premises, the User shall make necessary arrangements with their security guards or other appropriate personnel so that upon presentation of suitable identification, personnel from the YCUA, EGLE and EPA will be permitted to enter, without delay, for the purposes of performing their specific responsibilities.

Section 169-92 Compliance with Ordinance provisions required.

- (1) Industrial Users shall provide necessary wastewater treatment as required to comply with this Ordinance, the Act and State Act and shall achieve compliance with all pretreatment standards within the time limitations specified by the federal pretreatment regulations and as required by the YCUA, the Act or the State Act. Any Industrial User that qualifies as a new source is required to have pretreatment equipment installed and operational before discharging and shall be in full compliance within 90 days of initial discharge. Any facilities required to pretreat wastewater to a level acceptable to the YCUA shall be provided, operated, and maintained at the User's expense. Detailed plans showing the pretreatment facilities and operating procedures shall be submitted to the YCUA for review and shall be approved by the YCUA before construction of the facility. The review of such plans and operating procedures will in no way relieve the User from the responsibility of modifying the facility as necessary to produce an effluent acceptable to the YCUA under the provisions of this Ordinance, the Act or the State Act. Any subsequent changes in the pretreatment facilities or method of operation shall be reported to and be acceptable to the YCUA prior to the User's initiation of the changes.
- (2) As required by Section 403.8(D)(viii) of the Federal Register, the YCUA shall publish at least annually in a newspaper(s) of general circulation that provides meaningful public notice within the jurisdiction(s) served by the POTW of the Industrial Users, which during the previous 12 months, were in significant noncompliance with any applicable pretreatment requirements. All records relating to compliance with pretreatment standards shall be made available to officials of the EPA or EGLE upon request.

Section 169-93 Confidentiality of Information.

Information and data on a User obtained from reports, questionnaires, permit applications, permits and monitoring programs and from inspections shall be available to the EGLE and the EPA without restriction and shall be available to the public without restriction unless the User specifically requests and is able to demonstrate to the satisfaction of the Director that the release of such information would divulge information, processes or methods of production entitled to protection as trade secrets of the User, in accord with applicable provisions of the state freedom of information act, Public Act 442 of 1976, as amended and Rule 323.2314 of the Part 23 Rules promulgated under the State Act.

Section 169-94 Enforcement by Township and YCUA.

All orders, directives, legal and/or equitable actions, which are necessary and appropriate to enforce this Ordinance, the Act and State Act shall be carried out by the YCUA and/or the Township. Nothing contained in subsection (a) of this section shall preclude the Township or the YCUA from instituting, maintaining or joining any legal and/or equitable actions to enforce this Ordinance, the Act and State Act.

Section 169-95 Records, accounts, audits, classification of Users, insurance.

- (1) The YCUA will maintain and keep proper books of records and accounts, separate from all other records and accounts, in which shall be made full and correct entries of all transactions relating to the POTW. The YCUA will cause an annual audit of such books of record and account for the preceding operating year to be made by a recognized independent certified public accountant and will supply such audit report to authorized public officials on request.
- (2) In conjunction with the audit there shall be an annual review of the sewer charge system for adequacies meeting expected expenditures for the following year.
- (3) Classification of old and new Industrial Users may also be reviewed annually.
- (4) The YCUA will maintain and carry insurance on all physical properties of the system, of the kinds and in the amounts normally carried by public utility companies and municipalities engaged in the operation of sewage disposal systems.
- (5) Retention of Records - A User shall retain records of all monitoring information, including, all calibration and maintenance records and all original strip chart recordings for continuous monitoring instrumentation, copies of all reports required by this Ordinance, an order, or a permit, all documentation associated with Best Management Practices, and the records of all data used to complete the application for a permit, for a period of at least three years from the date of a sample, measurement, report application or orders. This period may be extended by the Ypsilanti Community Utilities Authority at any time.

Section 169-96 Powers and authority of inspectors.

The Director and other duly authorized employees of the YCUA bearing proper credentials and identification shall be permitted to enter upon all properties for the purpose of inspection, observation, measurement, sampling, and testing in accordance with the provisions of this Ordinance, the Act and State Act.

Section 169-97 Enforcement Process.

- (1) Emergency Suspension. The Director may suspend the wastewater treatment service and/or any permit issued under this Ordinance when such a suspension is

necessary, in the opinion of the Director, in order to stop an actual or threatened discharge that presents or may present an imminent or substantial danger to the health or welfare of persons or the environment, the POTW, or constitutes a violation of any condition of a NPDES or other permit, this Ordinance, the Act or State Act. Any User notified of a suspension of wastewater treatment services or a permit shall immediately stop or eliminate its discharge into a YCUA sanitary sewer. If a User fails to immediately comply with such a suspension order and as required in this section, the YCUA shall take such steps as deemed necessary, including immediate termination or severance of the User's sewer connection to prevent or minimize damage to any person, the POTW or the environment. The YCUA shall allow the User to recommence its discharge upon receipt of proof of compliance with this Ordinance and the elimination of the discharge and/or identified danger. A User whose wastewater treatment service or permit has been suspended under this Ordinance shall submit, within fifteen (15) days of the suspension, a written statement to the Director describing the causes of the harmful discharge and the measures taken to prevent future harmful discharges in addition to other information required by this Ordinance or otherwise required by the Act or State Act under such circumstances.

- (2) Notice Letter. The minimum enforcement response that the Director or his/her designee will use to notify a User that a violation of the local applicable sewer use ordinance or the YCUA Industrial Pretreatment Program has occurred or is occurring.
- (3) Notification of Violation. Whenever the Director finds that any User has violated or is violating any provision of this Ordinance or a wastewater discharge permit, an order issued under this Ordinance, the Act or State Act, the Director may serve upon said User written notice of the violation. Within thirty (30) days of receipt of such notice the User shall submit to the Director or designee an explanation of the violation and a written plan for satisfactory correction. Submission of this plan does not relieve the User of liability for any violations occurring before or after receipt of the notice of violation or as otherwise provided in this Ordinance, the Act or State Act.
- (4) Show Cause Order. The Director may order any User violating this Ordinance or the IPP a permit, an order issued under this Ordinance, the Act, or State Act, to show cause why a proposed enforcement action should not be taken. The show cause notice shall require the User to appear before the Director for a show cause meeting within a reasonable time, not less than ten (10) days after first class mailing of the order to the User's recorded or last known address. Enforcement action may be pursued whether or not a User appears at a show cause meeting and issuance of a show cause order does not relieve the User of liability for any violation occurring before or after receipt of the notice or as otherwise provided in this Ordinance, the Act, or State Act.

- (5) Consent Order. The Director is empowered to enter into Consent Orders, Assurances of Voluntary Compliance and other similar documented agreements establishing an agreement with a User responsible for non-compliance with an order, permit, this Ordinance, the Act or State Act. Such a document may include compliance schedules, stipulated fines or penalties, the amount of which shall not be limited by the civil fine assessment provision of this Ordinance, remedial actions and signatures of the Director and User. Consent Orders or similar documented agreements prepared and executed under this section shall have the same force and effect as other orders issued under this Ordinance.
- (6) Compliance Order. When the Director finds that a User has violated or continues to violate this Ordinance, a permit, an order issued under this Ordinance, the Act or State Act, an order may be issued to the User directing that, following a specified time period, sewer service shall be discontinued unless adequate treatment facilities, devices or other related appurtenances have been installed and are properly operated and compliance is otherwise achieved. Such an order may contain other requirements as might be reasonably necessary and appropriate to address the non-compliance, including, but not limited to, the installation of pretreatment technology, additional self-monitoring and new management practices. Issuance of a compliance order does not relieve the User of liability for any violation occurring before or after receipt of the notice or as otherwise provided in this Ordinance, the Act or State Act.
- (7) Cease and Desist Order. When the Director finds that a User has violated or continues to violate this Ordinance, a permit, an order issued under this Ordinance, the Act or State Act, an order may be issued to the User responsible for the violation directing that such violations cease and desist immediately. In an emergency, the order to cease and desist may be given by telephone. In a nonemergency situation, the cease and desist order may be used to suspend or permanently revoke an industrial wastewater discharge permit or permits. A cease and desist order may require the User to take such appropriate remedial or preventive action as may be needed to properly address a continuing or threatened violation, including halting operations and terminating the discharge. Issuance of a cease and desist order does not relieve the User of liability for any violation occurring before or after receipt of the order or as otherwise provided in this Ordinance.
- (8) Termination of Wastewater Discharge Permit. Any User who has a permit who violates the following conditions of a wastewater discharge permit or violates this Ordinance, the Act or State Act or any applicable state or federal law or regulation is subject to permit termination:
- (a) Failure to accurately report wastewater constituents and characteristics;
 - (b) Failure to report significant changes in operations or wastewater constituents and characteristics;

- (c) Refusal of reasonable access to the User's premises or records for the purpose of inspection, monitoring or sampling or for any other purpose permitted under this Ordinance, the Act or State Act;
 - (d) Failure to comply with an order issued under this Ordinance; or
 - (e) For those reasons stated in Section 169-102 or for any other reason permitting such termination as provided in this Ordinance, the Act or State Act. Such Users shall be notified of the proposed permit termination and shall be offered an opportunity to show cause under the provision of subsection (4) of this Section, why the proposed action should not be taken.
- (9) **Administrative Assessments** - Notwithstanding any other section of this Ordinance, any User who violates any provision of this Ordinance, a permit, an order issued under this Ordinance, the Act or State Act, shall be liable to the YCUA for any expense loss or damage occasioned by reason of such violation, including but not limited to reasonable attorney's fees and may be subject to an administrative assessment by the YCUA in an amount of \$1,000 per violation, per day. Each day on which non-compliance shall occur or is continued shall be deemed a separate and distinct violation. Such expense, loss, damage or assessments may be added to a User's sewer service charges and the YCUA shall have such other collection rights and remedies as designated by law, the Act, the State Act and this Ordinance to collect these sewer service charges.
- (10) **Judicial Remedies** - A person who violates any provision of this Ordinance, a permit, an order issued under this Ordinance, the Act or State Act, is subject to the judicial remedies described below in addition to being responsible for a civil fine assessment or a misdemeanor or any administrative remedy or enforcement action provided for in this Ordinance:
- (a) Whenever a User has violated or continues to violate the provisions of this Ordinance, a permit, an order issued under this Ordinance, the Act or the State Act, the Director, through counsel, may petition the Circuit Court for issuance of a preliminary or permanent injunction or both to restrain or compel certain activities on the part of the User.
 - (b) Any User who has violated or continues to violate any order or permit issued hereunder may be liable to the YCUA in such judicial proceedings for a civil fine assessment of \$1,000, plus actual damages, direct or indirect, incurred by the YCUA, per violation, per day, for as long as the violation continues. Additionally, the YCUA may recover reasonable attorney's fees, court costs and other expenses associated with any enforcement activities, including sampling, monitoring and analysis expenses.

- (c) The Director, through counsel, may petition the Circuit Court to impose, assess, and recover such assessments and sums. In determining the amount of liability, the court shall take into account all relevant circumstances, including, but not limited to the extent of harm caused by the violation, the magnitude or duration of the violation, any economic benefit gained by the User through the violation, corrective actions by the User, the compliance history of the User and any other relevant factor.
- (11) Liens - Any fine or other assessment issued or imposed under this Ordinance or other costs or charges imposed under this Ordinance may be added to the User's sewer service charges and the YCUA shall have such other collection rights and remedies as designated by law and this Ordinance to collect said charges and all unpaid charges, fines, assessments, penalties and service charges shall constitute and may be recorded as a lien against the User's property if not paid within the time frame allocated by the YCUA or a court for payment. The filing of such a lien shall not prevent the YCUA from pursuing other collection remedies.
- (12) Appeals - Any person or User subject to enforcement action under the provisions of this Ordinance, the Act or State Act, except for civil fine assessment notices, consent orders, emergency actions under this Ordinance or judicial actions by the YCUA, may request a hearing before the Director within ten (10) days of receipt of notification of the proposed enforcement action. A hearing shall then be held by the Director concerning the violation, the reasons why the enforcement action has been taken, the proposed enforcement action, and the User's explanation or other relevant evidence. An appeal may be taken from the Director's final decision. The following rules shall apply to the hearing and appeal:
 - (a) The Director may issue notices of such a hearing requiring the attendance and testimony of witnesses or the production of evidence relative to the hearing.
 - (b) In the event a request for hearing is not filed within ten (10) days of the User's notice of an enforcement action, failure to file such a request shall be deemed a waiver of any and all hearing or appeal rights established under this Ordinance.
 - (c) A request for hearing shall state the basis for the request, the reasons in support of the request and any alternative relief which the aggrieved party seeks.
 - (d) During the pendency of any hearing process or appeal the User must comply with the enforcement action or the YCUA order from which the appeal is taken.
 - (e) At the hearing, testimony may be taken under oath and recorded stenographically. A transcript of the hearing shall be made available to any

member of the public or any party to the hearing upon payment of usual and reasonable charges.

- (f) After the Director has held such a hearing and reviewed the evidence, he may issue an order affirming, modifying or withdrawing the enforcement action.
 - (g) Within fifteen (15) days from receipt of the Director's final decision, the aggrieved party may appeal the decision to the board stating the grounds on which the appeal is based together with all documents, evidence, transcripts and information in support of the aggrieved party's position. In addition, the aggrieved party shall file five (5) copies of the appeal and supporting documentation with the board and serve an additional copy on the Director.
 - (h) The Director shall have thirty (30) days to respond to the appeal and to submit all evidence, documents and information in support of the Director's decision and shall file five (5) copies with the board and shall serve an additional copy on the aggrieved party.
 - (i) Within thirty (30) days of receiving the Director's response the board shall meet and review all documents and evidence pertaining to the appeal and shall issue an order affirming the Director's order, affirming the Director's order in part and reversing in part, or reversing the Director's order in full. The board shall forward a copy of its decision to all interested parties.
- (13) Industrial Pretreatment Program (IPP) and Enforcement Response Plan (ERP). This Ordinance, the Act and State Act shall also be enforced by the YCUA pursuant to a written Industrial Pretreatment Program adopted by the YCUA as required by the Act and State Act which plan shall include those plan elements required by the Act and State Act including, but not limited to, an Enforcement Response Plan designed to achieve enforcement of that Program. That Enforcement Response Plan shall provide for, at minimum, those powers of enforcement granted by this Ordinance, the Act and State Act.
- (14) "Time Limits: The YCUA's failure to strictly comply with and/or to meet an enforcement procedure time deadline or other time deadline specified in this Ordinance, the Act, State Act, or the Enforcement Response Plan, shall not prohibit or prevent the YCUA from taking enforcement or other action outside of or not in compliance with such a time deadline, unless the User or permittee in question has been and is able to demonstrate that it has been materially prejudiced by action taken by the YCUA outside of or not in compliance with such a time deadline."

Section 169-98 Surcharges, Fees.

The YCUA Director shall also establish appropriate surcharges or fees to reimburse the YCUA for the additional cost of operation and maintenance of the sewage works or POTW due to the violations of this Ordinance, the Act or State Act.

Section 169-99 Requirements for Nondomestic Users.

- (1) All nondomestic Users must notify the Director of the nature and characteristics of their wastewater prior to commencing their discharge. The Director is authorized to prepare a form for this purpose.
- (2) It shall be unlawful for Significant Industrial Users to discharge wastewater, either directly or indirectly, into the sewage works or POTW without first obtaining a wastewater discharge permit from the YCUA. The director may require that other nondomestic users, including, but not limited to, liquid waste haulers to obtain a wastewater discharge permit as necessary to carry out the purposes of this article. Any violation of the terms and conditions of wastewater discharge permit shall be deemed a violation of this Ordinance. Obtaining a wastewater discharge permit does not relieve a permittee of its obligation to obtain other permits required by federal, state or local law.
- (3) The Director may require that other Industrial Users, including liquid waste haulers, obtain wastewater discharge permits as necessary to carry out the purposes of this Ordinance.
- (4) Any Industrial User located beyond the Ypsilanti Township limits shall submit a permit application within 60 days of the effective date of the ordinance from which this Ordinance is derived. New Industrial Users located beyond the Ypsilanti Township limits shall submit such applications to the Director 60 days prior to discharging into the sewage works or POTW. Upon review and approval of such application, the Director may enter into a contract with the User which requires the User to subject itself to, and abide by this Ordinance, including all permitting, compliance monitoring, reporting, and enforcement provisions contained in this Ordinance, the Act or State Act.
- (5) Any Significant Industrial User which discharges nondomestic waste into the sewage works or POTW prior to the effective date of the ordinance from which this Ordinance is derived and who wishes to continue such discharges in the future, shall, within 90 days after such date, apply to the YCUA for an Industrial User pretreatment permit and shall not cause or allow discharges to the POTW to continue after 180 days from and after the effective date of the ordinance from which this Ordinance is derived except in accordance with a permit issued by the Director.

- (6) Any Significant Industrial User proposing to begin or recommence discharging nondomestic wastes into the sewage works or POTW must obtain a pretreatment permit prior to beginning or recommencing such discharge. An application for this permit must be filed at least 60 days prior to the anticipated start-up date.

Section 169-100 Application.

- (1) In order to be considered for a pretreatment permit, all Industrial Users required to have a permit must submit the information required by Section 169-85 on an application form approved by the Director
- (2) When required, plans must be certified for accuracy by a state - registered professional engineer.
- (3) All applications must contain the following certification statement and be signed by an authorized representative of the Industrial User: "I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."
- (4) The Director will evaluate the data furnished by the Industrial User and may require additional information. After evaluation of the data furnished, the Director may issue an Industrial User pretreatment permit subject to terms and conditions provided herein.
- (5) At the time an application for a permit is made, the User shall pay to the YCUA a permit fee in an amount established from time to time by the board, which fee shall be refunded to the User in the event the permit is denied. In addition to the above-stated permit fee, the User shall pay to the YCUA a nonrefundable permit application fee equal to the YCUA's expenses, and the YCUA expenses incurred in hiring laboratories, engineers, or other consultants, for the purpose of evaluating the permit application submitted by the User to the YCUA.

Section 169-101 Contents.

Pretreatment permits shall include such conditions as are reasonably deemed necessary by the Director to prevent pass through or interference, protect the quality of the water body receiving the POTW' s effluent, protect worker health and safety, facilitate POTW sludge management and disposal, protect ambient air quality, and protect against damage to the POTW collection system or plant and ensure compliance with this Ordinance, the Act and

State Act. Permits shall contain a statement of the duration of the permit which shall not be more than 5 years; a statement of permit non transfer ability without prior notification to the YCUA and provision of a copy of the existing permit to the new owner or operator; effluent limits based on applicable general pretreatment standards, categorical pretreatment standards, local limits, and state and local law; self monitoring, sampling, reporting, notification, and record keeping requirements, including identification of the pollutants to be monitored, sampling location, sampling frequency, and sample type, based on the applicable general pretreatment standards, categorical pretreatment standards, local limit, and state and local law; and a statement of applicable civil and criminal penalties for violation of pretreatment standards and requirements and any applicable compliance schedule. The schedule may not extend the compliance date beyond applicable federal or state deadlines. Permits may contain, but need not be limited to, the following:

- (1) Limits on the average and/or maximum rate of discharge, time of discharge, and/or requirements for flow regulation and equalization.
- (2) Limits on the average and/or maximum concentration, mass, or other measure of identified wastewater constituents or properties.
- (3) Requirements for the installation of pretreatment technology or construction of appropriate containment devices, or similar requirements designed to reduce, eliminate, or prevent the introduction of pollutants into the sewage works or POTW.
- (4) Development and implementation of spill control plans or other special conditions including additional management practices necessary to adequately prevent accidental, unanticipated, or routing discharges.
- (5) The unit charge or schedule of User charges and fees for the management of the wastewater discharged to the sewage works or POTW.
- (6) Requirements for installation and maintenance of inspection and sampling facilities.
- (7) Specifications for monitoring programs which may include sampling locations, frequency of sampling, number, types, and standards for tests, and reporting schedules.
- (8) Compliance schedules.
- (9) Requirements for submission of technical reports or discharge reports.
- (10) Requirements for maintaining and retaining plant records relating to wastewater discharge as specified by the Director and affording the Director, or his representatives, access thereto.

- (11) Requirements for notification of any new introduction of wastewater constituents or of any substantial change in the volume or character of the wastewater being introduced in the sewage works or POTW.
- (12) Requirements for the notification of any change in the manufacturing and/or pretreatment process used by the permittee.
- (13) Requirements for notification to the YCUA of excessive, accidental, or slug discharges.
- (14) Other conditions as deemed appropriate by the Director to ensure compliance with this Ordinance and state and federal laws, rules, and regulations, including the Act and State Act.
- (15) A statement that compliance with the permit does not relieve the permittee of responsibility for compliance with all applicable federal, State or local pretreatment standards or limits, including those which become effective during the term of the permit.

Section 169-102 Issuance process.

- (1) Permits shall be issued for a specified time period, not to exceed five years. A permit may be issued for a period less than five years, at the discretion of the Director.
- (2) The Director will provide all interested persons with notice of final permit terms. Upon notice by the Director, any person, including the Industrial User, may petition to appeal the terms of the permit within 30 days of the notice.
 - (a) Failure to submit a timely petition for review shall be deemed to be a waiver of the appeal.
 - (b) In its petition, the appealing party must indicate the permit provisions objected to, the reasons for this objection, and the alternative condition, if any, it seeks to be placed in the permit.
 - (c) The effectiveness of the permit shall not be stayed pending reconsideration by the board. If, after considering the petition and any arguments put forth by the Director, the board determines that reconsideration is proper, it shall remand the permit back to the Director for reissuance. Those permit provisions being reconsidered by the Director shall be stayed pending reissuance.
 - (d) A board's decision not to reconsider a final permit shall be considered final administrative action for purposes of judicial review.
- (3) The Director may modify or terminate the permit for good cause including, but not limited to, the following:

- (a) To incorporate any new or revised federal, state or local pretreatment standards or requirements.
- (b) Material or substantial alterations or additions to the discharger's operation processes, or discharge volume or character which were not considered in drafting the effective permit.
- (c) A change in any condition in either the Industrial User or the POTW that requires either a temporary or permanent reduction or elimination of the authorized discharge.
- (d) Information indicating that the permitted discharge poses a threat to the sewage works or POTW or POTW personnel or the receiving waters.
- (e) Violation of any terms or conditions of the permit.
- (f) Misrepresentation or failure to disclose fully all relevant facts in the permit application or in any required reporting.
- (g) Revision of or a grant of variance from such categorical standards pursuant to 40 CFR 403.13.
- (h) To correct typographical or other errors in the permit.
- (i) To reflect transfer of the facility ownership and/or operation to new owner/operator.
- (j) Upon request of the permittee, provided such request does not create a violation of any applicable requirements, standards, laws, or rules and regulations.
- (k) Falsifying self-monitoring reports.
- (l) Tampering with monitoring equipment.
- (m) Refusing to allow timely access to the facility premises and records.
- (n) Failure to meet effluent limitations.
- (o) Failure to pay fines.
- (p) Failure to pay sewer charges.
- (q) Failure to meet compliance schedules.
- (r) As provided in Section 169-97.

- (4) The filing of a request by the permittee for a permit modification, revocation and reissuance, or termination, or a notification of planned changes or anticipated noncompliance, does not stay any permit condition.
- (5) Permits may be reassigned or transferred to a new owner and/or operator with prior approval of the Director, if
 - (a) The permittee must give at least 30 days advance notice to the Director; and
 - (b) The notice must include a written certification by the new owner which:
 - (i) States that the new owner has no immediate intent to change the facility's operations and processes.
 - (ii) Identifies the specific date on which the transfer is to occur.
 - (iii) Acknowledges full responsibility for complying with the existing permit.
- (6) The User shall apply for permit reissuance by submitting a complete permit application a minimum of 90 days prior to the expiration of the User's existing permit. An expired permit will continue to be effective and enforceable until the permit is reissued, if:
 - (a) The Industrial User has submitted a complete permit application at least 90 days prior to the expiration date of the User's existing permit; and
 - (b) The failure to reissue the permit, prior to expiration of the previous permit, is not due to any act or failure to act on the part of the Industrial User.
- (7) Nothing in this Ordinance shall be construed as preventing any special agreement or arrangement between the POTW and any User whereby wastewater of unusual strength or character is accepted into the POTW and specially treated and subject to any payments or User charges, as may be applicable. However, no discharge which violates pretreatment standards will be allowed under the terms of such special agreements. If, in the opinion of the Director, the wastewater may have the potential to cause or result in any of the following circumstances, no such special agreement will be made:
 - (a) Pass through or interference; or
 - (b) Endanger municipal employees or the public.

Section 169-103 Penalty for Violation of Ordinance; Liability of User.

- (1) Any person who violates any provision of this Ordinance, a permit, an order issued under this Ordinance, the Act or State Act, shall become liable to the YCUA for and

may be subject to a civil fine assessment of \$1000.00 per violation, per day, plus any costs, damages and expenses, direct or indirect, incurred by the Township or the YCUA in connection with the violation. Each day on which a violation continues shall be deemed a separate and distinct violation.

- (2) Any person who violates any provision of this Ordinance that is listed below shall be guilty of a misdemeanor, and upon conviction is subject to a fine of not more than \$500, exclusive of any civil fine assessment or other costs, damages and expenses, or by imprisonment for not more than ninety (90) days, or both. Misdemeanor violations include:

- (a) intentional unpermitted discharge;
- (b) falsification of a monitoring report or the making of any false statement, representation or certification in any application, record, report, plan or other document filed or required to be maintained pursuant to this ordinance;
- (c) improper sampling, with evidence of intent to falsify or mislead;
- (d) intentional failure to install monitoring equipment after a deadline established by an order issued under this ordinance or the tampering with or knowingly rendering inaccurate any monitoring device or equipment or method required under this ordinance;
- (e) intentional recurring violation of a compliance schedule in a permit or a violation of a compliance schedule in an order issued under this ordinance; or
- (f) illegal discharge when the discharge causes harm and there is evidence of intent.

Section 169-104 Funding/Fees

- (1) The purpose of this section is to provide for the recovery of costs from Users of the POTW. The applicable charges or fees established by the Board shall be sufficient to meet the costs of the operation, maintenance, improvement or replacement of the system, or as provided by law or by Board action.
- (2) The Board shall adopt charges and fees which shall include, but not necessarily limited to
- (a) Fees for reimbursement of costs of establishing, operating, maintaining, or improving the YCUA's Industrial Pretreatment Programs; and Enforcement Response Plan.

- (b) User fees based upon volume of waste and concentration or quantity of specific pollutants in a discharge, and to cover other treatment costs including sludge handling and disposal; and
- (c) Reasonable fees for reimbursement of costs for enforcement hearings or other enforcement action including, but not limited to, expenses regarding hearings officers, court reporters, attorney fees and transcriptions; and
- (d) Other fees, which the Board may deem necessary, to carry out the requirements contained herein and continued in other IPP & ERP, or as may be required by law.

DIVISION 3. BUILDING SEWERS AND CONNECTIONS

Section 169-105 Connection to public sewer required.

The owner of all houses, buildings, or properties used for human occupancy, employment, recreation or other purposes situated within the Township and abutting on any street, alley or right-of-way in which there is now located or may in the future be located a public sanitary sewer of the Township, is hereby required at their expense to install suitable sewage facilities therein, and to connect such facilities directly with the proper public sewer in accordance with the provisions of this article, within 90 days after the date of official notice to do so, provided that the public sewer is within 200 feet of the property line.

Section 169-106 Permit Required.

No unauthorized person shall uncover, make any connections with or opening into, use, alter, or disturb any public sewer or appurtenance thereof or any part of the sewage works or POTW without first obtaining a written permit from the Director.

Section 169-107 Classes of Permits; Application; Fees.

There shall be two classes of building sewer permits: (1) For residential and commercial service; and (2) For service to establishments producing industrial wastes. In either case, the owner or his agent shall make application on a special form furnished by the YCUA. The permit application shall be supplemented by any plans, specifications, or other information considered pertinent, in the judgment of the YCUA. A permit and inspection fee for a residential or commercial building sewer permit and for an industrial building sewer permit shall be paid to the Township at the time the application is filed.

Section 169-108 Costs of Connection to be Borne By Owner; Indemnification of Township and YCUA.

All costs and expenses incident to the installation and connection of the building sewer shall be borne by the owner. The owner shall indemnify the Township and the YCUA from any loss

or damage that may directly or indirectly be occasioned by the installation of the building sewer.

Section 169-109 Separate building sewer for each building required; exception.

A separate and independent building sewer shall be provided for every building; except where one building stands at the rear of another on an interior lot and no private sewer is available or can be constructed to the rear building through an adjoining alley, court, yard, or driveway, the building sewer from the front building may be extended to the rear building and the whole considered as one building sewer.

Section 169-110 Use of Old Building Sewers with New Buildings.

Old building sewers may be used in connection with new buildings only when they are found, on examination and test by the YCUA, to meet all requirements of this Ordinance .

Section 169-111 Construction Specifications.

The size, slope, alignment, and materials of construction of a building sewer; and the methods to be used in excavating, placing of the pipe, jointing, testing, and backfilling the trench, shall all conform to the requirements of the building and plumbing code or other applicable rules and regulations of the Township. In the absence of the Code provisions or in amplification thereof, the materials and procedures set forth in appropriate specifications of the ASTM and WEF Manual of Practice No. 9 shall apply.

Section 169-112 Elevation.

Whenever possible, the building sewer shall be brought to the building at an elevation below the basement floor. In all buildings in which any building drain is too low to permit gravity flow to the public sewer, sanitary sewage carried by such building drain shall be lifted by an approved means and discharged to the building sewer.

Section 169-113 Prohibited Connections.

- (1) No person shall make connection of roof downspouts, exterior foundation drains, sump pump discharge, areaway drains or other sources of surface runoff or groundwater to a building sewer or building drain which, in turn, is connected directly or indirectly to a public sanitary sewer or combined sewer.
- (2) The YCUA shall not allow any connection to the sanitary sewer unless there is sufficient capacity in the sewage works to convey and adequately treat the additional wastewater from the proposed connection.

Section 169-114 Connection Specifications.

- (1) The connection of the building sewer into the public sewer shall conform to the requirements of the building and plumbing code or other applicable rules and regulations of the Superior Township or the procedures set forth in appropriate specifications of the ASTM and the WEF Manual of Practice No. 9 All such connections shall be made gastight and watertight.
- (2) Any deviation from the prescribed procedures and materials must be approved by the Superior Township before installation.

Section 169-115 Inspection; Supervision of Connection.

The contractor installing the building sewer shall notify Superior Township when the building sewer is ready for inspection and connection to the public sewer. The connection shall be made under the supervision of the Township.

Section 169-116 Guards for Excavations; Restoration of Public Property.

All excavations for building sewer installation shall be adequately guarded with barricades and lights so as to protect the public from hazard. Streets, sidewalks, parkways, and other public property disturbed in the course of the work shall be restored in a manner satisfactory to the Township and YCUA. Work shall also be conducted in accordance with requirements of the entity, municipal or otherwise, having jurisdiction over any affected road, easement or right-of-way.

Section 169-117 – 125 Reserved

DIVISION 4. USE OF PUBLIC SEWERS

Section 169-126 Required.

- (1) It shall be unlawful for any person to place, deposit or permit to be deposited in an unsanitary manner upon public or private property within the Township, or in any area under its jurisdiction, any human or animal excrement, garbage or other objectionable waste.
- (2) It shall be unlawful to discharge to any natural outlet, any sanitary sewage, industrial wastes, or other polluted water, except where suitable treatment has been provided in accordance with provisions of this Ordinance.
- (3) Except as hereinafter provided, it shall be unlawful to construct or maintain any privy, privy vault, septic tank, cesspool or other facility intended or used for the disposal of sewage.

- (4) The owner of all houses, buildings, or properties used for human occupancy, employment, recreation or other purpose situated within the Township and abutting on any street, alley or right-of way in which there is now located or may in the future be located a public sanitary sewer or combined sewer of the Township, is hereby required at his expense to install suitable sewage facilities therein, and to connect such facilities directly with the proper public sewer in accordance with the provisions of this Ordinance, within 90 days after the date of official notice to do so provided that such public sewer is within 200 feet of the property line.

Section 169-127 Unpolluted Discharges.

- (1) No person shall discharge or cause to be discharged any stormwater, surface water, groundwater, water from footing drains, roof water, or other unpolluted water to any sanitary sewer or sewer connection except as otherwise provided in this Ordinance. Any premises connected to a storm sewer shall comply with county, state and federal requirements as well as those by the Township and the YCUA.
- (2) Stormwater, groundwater, water from footing drains and all other unpolluted drainage shall be discharged into such sewers as are specifically designated as combined sewers, or to a natural outlet, except as otherwise provided in this Ordinance. Industrial cooling water or unpolluted process waters may be discharged upon application and approval of the YCUA and the appropriate state agency to a storm sewer, or natural outlet.

Section 169-128 Fats, Oils, and Grease, (FOG) Interceptor and Sand Interceptors.

Fats , oils, and grease (FOG) and sand interceptors shall be provided when, in the opinion of the Director, they are necessary for the proper handling of liquid wastes containing fats, oils, or grease discharges in which the concentration in a grab sample exceeds the 100 mg/l limit, or any flammable wastes, sand, or other harmful ingredients; except that such interceptors shall not be required for single-family or multiple-family dwelling units. All interceptors shall be of a type and capacity approved by the Director and shall be located as to be readily and easily accessible for cleaning and inspection. Grease and oil interceptors shall be constructed of impervious materials capable of withstanding abrupt and extreme changes in temperature. They shall be of substantial construction, watertight and equipped with easily removable covers which when bolted into place shall be gastight and watertight. When installed, all fats, oils, and grease, and sand interceptors shall be maintained by the owner, at his expense, in continuously efficient operation at all times. A User may petition the Director for an exemption from having to install a Fats, Oils, and Grease (FOG) Interceptor in accordance with provisions specified in the YCUA FOG Mitigation Program Policy, as amended from time to time. The YCUA's FOG mitigation program policy does not apply to contract communities. Upon approval by the director, the YCUA's contract communities may implement an ordinance or written/policy in lieu of this section. Upon approval by the Director, YCUA's Contract Communities that have a Fats, Oils, and Grease

Ordinance/Policy can implement said Ordinance/Policy in lieu of this Section and the YCUA Fats, Oils, and Grease Mitigation Program Policy.

Section 169-129 Prohibited discharges.

No User shall contribute or cause to be contributed, directly or indirectly, any pollutant or wastewater which will pass through or interfere with the operation or performance of the sewage works. A User may not contribute the following substances to the sewage works:

- (1) Any liquids, solids or gases which by reason of their nature or quantity are, or may be, sufficient either alone or by interaction with other substances to cause fire or explosion or be injurious in any other way to the sewage works or to the operation of the sewage works.
- (2) Solid or viscous substances which may cause obstruction to the flow in a sewer or other interference with the operation of the wastewater treatment facilities.
- (3) Any wastewater having a pH less than 5.0 or greater than 11.0; or wastewater having any other corrosive property capable of causing damage or hazard to structures, equipment, or personnel of the sewage works.
- (4) Any wastewater containing toxic pollutants or of high chlorine demand in sufficient quantity, either singly or by interaction with other pollutants, to injure or interfere with any wastewater treatment process, constitute a hazard to humans or animals, create a toxic effect in the receiving waters of the sewage works, or exceed the limitation set forth in the EPA categorical pretreatment standard, or any other federal, state or county standards.
- (5) Pollutants that result in the presence of toxic gases, vapors, or fumes within the POTW in a quantity that may cause worker health and safety problems. This prohibition includes, but is not limited to, wastewaters which contain liquids, solids, or gases that cause gases, vapors, or fumes from the discharge to exceed 10% of the immediately dangerous to life and health (IDLH) concentration. Discharges which contain more than one pollutant which may contribute to fume toxicity shall be subject to more restrictive limitations, as determined necessary by the Director. The more restrictive discharge limits shall be calculated based on the additive fume toxicity of all compounds identified or reasonably expected to be present in the discharge.
- (6) Any noxious or malodorous liquids, gases, or solids which singly or by interaction with other wastes are sufficient to create a public nuisance or hazard to life or are sufficient to prevent entry into the sewers for maintenance and repair.

- (7) Any substance, which may cause the sewage, works such as residues, sludge, or scums, to be unsuitable for land application or reclamation and reuse or to interfere with the reclamation process.
- (8) Any substance, which will cause the sewage, works to violate its NPDES permit or the receiving water quality standards.
- (9) Any wastewater with color of sufficient light absorbency to interfere with treatment plant process, prevent analytical determinations, or create any aesthetic effect on the treatment plant effluent, such as, but not limited to, dye wastes and vegetable tanning solutions.
- (10) Daily maximum concentration or mass loading shall not be exceeded on any single calendar day. Where daily maximum limitations are expressed in terms of a concentration, the daily discharge is the arithmetical measurement of the pollutant concentration derived from all measurements taken that day. Where daily maximum limitations are expressed in units of mass, the daily discharge is the total mass discharged during the day. If a composite sample is required for a parameter, the determination whether the daily maximum limitation for that parameter has been exceeded on a single calendar day shall be based on the composite sample collected for that parameter on that calendar day. If grab samples are required for a parameter, the determination whether the daily maximum limitation for that parameter has been exceeded on a calendar day shall be based on the average of all grab samples collected for that parameter on that calendar day. If only one grab sample is collected for a parameter on a given day, the determination whether the daily maximum limitation for that parameter has been exceeded for the day shall be based on the results of that single grab sample. If the pollutant concentration in any sample is less than the applicable detection limit, that value shall be regarded as zero (0) when calculating the daily maximum concentration.
- (11) Any wastewater having a temperature, which will inhibit biological activity in the sewage, works resulting in interference, but in no case wastewater with a temperature at the introduction into the 24 sewage works, which exceeds 60 degrees Celsius (140 degrees Fahrenheit) or is lower than zero degrees Celsius (32 degrees Fahrenheit).
- (12) Any wastewater containing any radioactive wastes or isotopes of such half-life or concentration as may exceed limits established by applicable state or federal regulations.
- (13) Any wastewater which causes a hazard to human life or creates a public nuisance.
- (14) Organic solvent extractable substances such as fats, wax, grease, or oils of petroleum origin, whether emulsified or not, in excess of 100 mg/l or containing substances which may solidify or become viscous at temperatures between 32

degrees Fahrenheit (zero degrees Celsius) and 140 degrees Fahrenheit (60 degrees Celsius).

- (15) Gasoline, benzene, naphtha, fuel oil or other flammable or explosive liquids, solids or gases; or other pollutants which cause the wastewater to have a closed cup flashpoint of less than 140 degrees Fahrenheit (60 degrees Celsius), or which cause an exceedance of ten percent of the lower explosive limit (LEL) at any point within the collection system or containing gasoline, benzene, xylene or toluene which causes the wastewater to exceed the state surface water quality standard.
- (16) Any garbage that has not been ground by household type or other suitable garbage grinders.
- (17) Any ashes, cinders, sand, mud, straw, shavings, metal, glass, rags, feathers, tar, plastics, wood, paunch, manure or any other solids or viscous substances capable of causing obstructions or other interferences with the proper operation of the sewer system.
- (18) Toxic or poisonous substances in sufficient quantity to injure or interfere with any wastewater treatment process, or to constitute hazards to humans or animals, or to create any hazard in waters which receive the POTW effluent, which shall include, but are not limited to wastes containing cyanide, chromium, cadmium, mercury, copper, and nickel ions.
- (19) Solids of such character and quantity that special and unusual attention is required for their handling.
- (20) Any substance which would cause the treatment plant to be in noncompliance with sludge use, recycle or disposal criteria pursuant to guidelines or regulations developed under section 405 of the Federal Act, the Solid Waste Disposal Act, the Clean Air Act, the Toxic Substances Control Act or other regulations or criteria for sludge management and disposal as required by the state.
- (21) Any medical or infectious wastes prohibited from being discharged under federal or state law and regulations.
- (22) Material considered a hazardous waste under the Resource Conservation and Recovery Act (RCRA).
- (23) Any commercial or industrial waste that may cause pass through of pollutants or interference with the wastewater treatment plant operations or that violates federal, state, or local restrictions.
- (24) Any pollutant, including oxygen demanding pollutants (BOD etc.) released at a flow rate and/or pollutant concentration which will cause interference with the POTW.

- (25) Trucked and hauled waste, except at discharge points designated by the POTW.
- (26) Pollutants causing toxic gases, vapors, and fumes.
- (27) Any leachate from a hazardous waste landfill.
- (28) Any landfill leachate unless permitted and authorized under a written contract, within YCUA's sole discretion, between YCUA and the User.
- (29) Any pollutant discharge which constitutes a slug.

Section 169-130 Promulgation of more stringent standards.

Upon the promulgation of the national categorical pretreatment standards, alternative discharge limits, or other federal or state limitations, for a particular industrial subcategory, the pretreatment standard, if more stringent than limitations imposed under this Ordinance for sources in that subcategory, shall immediately supersede the limitations imposed under this Ordinance and shall be considered part of this Ordinance. The YCUA shall notify all affected Users of the applicable reporting requirements.

Section 169-131 Prohibited concentrations of certain pollutants and mercury reduction plan.

- (1) Instantaneous Limits. No user shall discharge wastewater such that the concentration of pollutants in any grab sample exceeds any of the following instantaneous maximum limits:

Compatible Pollutants	
Instantaneous Limits	Parameter
100 mg/l	Fats, oil grease (FOG)
5.0 S.U. minimum 11.0 S.U. maximum	pH
Toxic Pollutants	
Instantaneous Limits	Parameter
1.0 mg/l	Total cyanides
0.22 mg/l	Available cyanide
1.3 mg/l	Bis(2-ethylhexyl) phthalate
1.0 mg/l	Total phenolic compounds*
*The total phenolic compounds limit is based on the discharge of any or all of the phenolic compounds: 2-chlorophenol, 4-chlorophenol, 2,4-dichlorophenol, 2,4-dimethylphenol, 2,4-dinitrophenol, 2-methylphenol, 3-methylphenol, 4-methylphenol, 2-nitrophenol, 4-nitrophenol, and phenol. Discharge of other phenolic compounds is prohibited except as specifically authorized by the director.	

- (2) Daily Maximum Limits for Compatibles. No user shall discharge wastewater such that the concentration of pollutants contained in a representative daily composite sample exceeds any of the following surcharge thresholds, except as permitted by the director and upon payment by that user of the appropriate surcharge fees. No user shall discharge wastewater such that the concentration of pollutants in a representative daily composite sample exceeds any of the following maximum limits unless approved by the director in accordance with this Section:

COMPATIBLES		
Surcharge Threshold	Maximum Limit	Upper Limits
350 mg/l	1000 mg/l	5-day BOD (Biochemical Oxygen Demand)
350 mg/l	2500 mg/l	Total SS (Suspended Solids)
20 mg/l	60mg/l	Total Phosphorus
50 mg/l	175 mg/l	Ammonia-Nitrogen

- (3) Daily Maximum Limits for Toxics. No user shall discharge wastewater such that the concentration of

INORGANICS TOXICS	
Maximum Limit	Parameter
0.24 mg/l	Arsenic
0.002 mg/l	Beryllium
0.50 mg/l	Cadmium
4.0 mg/l	Chromium (Total)
3.0 mg/l	Copper
0.3 mg/l	Lead
Nondetectable*	Mercury
2.6 mg/l	Nickel
0.084 mg/l	Silver
3.0 mg/l	Zinc
*See mercury requirements of this Section	
ORGANICS TOXICS	
Nondetectable*	Polychlorinated Biphenyls ("PCBs")
* There shall be no detectable amounts of polychlorinated biphenyls discharged to a township or YCUA sanitary sewer. Polychlorinated biphenyls sampling procedures preservation and handling, and analytical protocol for compliance monitoring shall be in accordance with EPA Method 608. The level of detection, developed in accordance with the procedure specified in 40 CFR 136, shall not exceed 0.2 ug/L for polychlorinated biphenyls, unless higher levels are appropriate due to matrix interference.	

PFAS COMPOUNDS	
Maximum Limit	Parameter
170 ng/l	Perfluorooctane Sulfonic acid (PFOS)
2600 ng/l	Perfluorooctanoic acid (PFOA)
13,000,000 ng/l	Perfluorobutanesulfonic acid (PFBS)
580 ng/l	Perfluorononanoic acid (PFNA)
4,100 ng/l	Perfluorohexanesulfonic acid (PFHxS)

(4) Special Alternative Limits (“SALs”). For a user’s discharge that would otherwise be prohibited by limits contained in this section, the director at the director’s discretion grant a specific SAL to that user. All SALs are subject to the following conditions:

- (a) SALs will only be issued by the director under a wastewater discharge permit or administrative order.
- (b) SALs may be modified or terminated by the director for any reason.
- (c) SALs do not convey any property rights or privilege of any kind whatsoever, nor shall it be construed to authorize any injury to private or public property or any invasion of personal rights, nor any violation of local, state, or federal laws or regulations.
- (d) SALs will be limited to the following surchargeable compatible pollutants: 5-day BOD, TSS, total phosphorus, and ammonia nitrogen (or TKN).
- (e) SALs will be developed and monitored by the YCUA industrial pretreatment program in accordance with this article and procedures approved by EGLE, including but not limited to the following:
 - (i) The pollutant mass allocated to domestic users, nondomestic users, permitted industrial users, permitted industrial users with SALs, septage received by the POTW, and any other trucked waste received by the POTW shall not exceed any of the following maximum allowable headworks loadings (“MAHL”) in the aggregate:

Compatible Pollutants	
MAHL	Parameter
74,700 lb/day	5-day BOD
85,400 lb/day	Total SS
1,900 lb/day	Total phosphorus
9,400 lb/day	Ammonia-nitrogen

- (ii) The pollutant mass allocated to permitted industrial users, permitted industrial users with SALs, septage received by the POTW, and any other trucked waste received by the POTW shall not exceed any of the

following maximum allowable industrial loadings (“MAIL”) in the aggregate:

Compatible Pollutants	
MAIL	Parameter
33,900 lb/day	5-day BOD
49,600 lb/day	Total SS
803 lb/day	Total phosphorus
3,570 lb/day	Ammonia-nitrogen

- (iii) The discharge concentration-equivalent of a SAL shall not exceed any collection system limitations applicable to that pollutant.
 - (iv) SALs may be more restrictive than applicable federal categorical standards, but not less restrictive.
- (f) Wastewater discharge permits containing a SAL shall include, but are not limited to, the following additional requirements:
 - (i) Flow proportional composite sampling, except where the director authorizes the use of time proportional composite sampling in lieu of flow proportional sampling.
 - (ii) Reporting of each SAL-regulated pollutant sample shall include concentration, applicable flow volume, and calculated discharge mass;
 - (iii) Payment of corresponding extra strength surcharges in accordance with the YCUA policy on surcharging for SAL-regulated pollutants; and
 - (iv) Acknowledge in writing that, as a condition of a SAL, the director may modify or terminate the SAL at director’s discretion for any reason.
- (5) The director shall annually review the wastewater quality of pollutants listed above which are discharged or proposed to be discharged to the sewage works. The director shall recommend any revisions to these limits necessary to ensure that the NPDES permit, Federal Pretreatment Standards and water resources limits are met and to ensure that the industrial discharge will not interfere with the treatment process or sludge disposal. At such time as the previously cited limits are changed by the township or the YCUA, the unit authorizing such change shall notify the remaining units of such change.
- (6) The local discharge limitation for mercury is established at the level of detection in accordance with the following:

- (a) There shall be no detectable amounts of mercury discharged to a YCUA sanitary sewer. Mercury sampling procedures, preservation and handling, and analytical protocol for compliance monitoring shall be in accordance with EPA Method 245.1. The level of detection, developed in accordance with the procedure specified in 40 CFR 136, shall not exceed 0.2 ug/L for Mercury, unless higher levels are appropriate due to matrix interference.
- (b) The evaluation of potential matrix interference(s) shall include, at a minimum, the following:
 - (i) A demonstration that the laboratory conducting the analysis is capable of achieving the level of detection of 0.2 ug/L in reagent water;
 - (ii) A demonstration that the level of detection of 0.2 ug/L cannot be achieved in the effluent; and
 - (iii) A demonstration that an attempt has been made to resolve the matrix interference(s).
- (c) In cases where true matrix interference(s) can be demonstrated, a discharge-specific level of detection will be developed in accordance with the procedure in 40 CFR 136. Discharge specific levels of detection will be incorporated into the wastewater discharge permit of the nondomestic User.
- (d) To ensure that the maximum allowable mercury loading to the POTW is not exceeded, YCUA may require any non-domestic User with a reasonable potential to discharge mercury to develop, submit for approval and implement a Mercury Reduction Plan (MRP). The MRP may be required by permit if the non-domestic User has not violated the local limit for mercury, but YCUA has determined that a reasonable potential for such violation may exist. MRP's may be required in notices of violations, orders or other enforcement actions when the non-domestic User has violated the mercury local limit. At a minimum, an approvable MRP shall contain the following:
 - (i) A written commitment by the non-domestic User to reduce all non-domestic discharges of mercury to levels below the level of detection within 3 years of the MRP's original approval date;
 - (ii) Within 60 days of notification by YCUA that a MRP is required, the non-domestic User shall supply an initial identification of all potential sources of mercury which could be discharged to the sanitary sewer system;

- (iii) Specific strategies for mercury reduction with reasonable time frames for implementation, capable of ensuring that mercury discharges will be below the specified level of detection within 3 years;
- (iv) A program for quarterly sampling and analysis of the non-domestic discharge for mercury in accordance with EPA method 245.1;
- (v) A demonstration of specific, measurable and/or otherwise quantifiable mercury reductions consistent with the goal of reducing mercury discharges below the specified level of detection. Where such reductions cannot be demonstrated through normal effluent monitoring (e.g., mercury discharges are already near level of detection), the demonstration should incorporate the following:
 - a. Internal process monitoring, documenting the results of mercury reduction strategies at sampling locations within the facility (e.g., a program of regular monitoring of sink traps where mercury containing reagents had previously been disposed, but have since been substituted by non-mercury containing compounds).
 - b. Internal and/or effluent sampling utilizing clean and/or ultra-clean sampling and analytical methods as referenced by EPA Federal Register. The results of such monitoring will not be used for compliance purposes unless performed in accordance with EPA Method 245.1 and collected at the appropriate compliance measurement location.
 - c. Loading calculations wherein the non-domestic User calculates the total mass of mercury reduced from the sanitary sewer discharge through reagent substitutions, changes in disposal practices and/or other approved MRP strategies implemented.
- (vi) A semi-annual report on the status of the mercury reduction efforts. At a minimum, these reports shall: identify compliance or noncompliance with specific reduction commitments in the MRP; summarize the analytical, mass-based or other quantifiable demonstrations of mercury reductions performed to date; provide all applicable analytical data; provide an evaluation of effectiveness of actions taken to date; provide updates to the initial list of mercury containing compounds discharged to the sanitary sewer and propose for approval new strategies and/or modifications to the current MRP to continue and improve mercury reduction efforts; and

- (vii) Any other conditions that YCUA deems necessary to ensure that mercury reduction efforts are effective in achieving the goals of this Section.
 - (e) Failure to submit an approvable MRP within 30 days of the required due date shall constitute significant non-compliance in accordance with this Section and will result in publication as a significant violator.
 - (f) A MRP may be evaluated for adequacy at any time by YCUA. If such an evaluation determines that the Mercury Reduction Plan is inadequate or the non-domestic User has not complied with its approved MRP, the non-domestic User will be notified. Failure to comply with the MRP requirement constitutes non-compliance. YCUA will follow its Enforcement Response Plan (ERP) to ensure that corrective actions are taken.
 - (g) A non-domestic User may request a release from MRP requirements if all samples of the discharge for a period of one year are less than the specified level of detection; the non-domestic User has complied with the minimum monitoring frequency of quarterly sampling events; and YCUA deems that MRP commitments have been fulfilled sufficiently to ensure continued compliance with the mercury limitation. YCUA shall notify the non-domestic User of any release from MRP requirements in writing.
 - (h) If the MRP requirement is waived by YCUA, the non-domestic User remains subject to the local limitation for mercury in accordance with the requirements of this Ordinance.
 - (i) Re-discovery of mercury in the non-domestic User discharge subjects said User to the submission of a new MRP, or escalation of enforcement in accordance with the ERP.
- (7) Implementation of Best Management Practices or Best Management Practices Plan
- (a) The Director may require any User to develop and implement Best Management Practices (BMP) to control, contain, treat, prevent, or reduce the discharge of wastewater, pollutants, or other substances from the User's premises to the POTW, as determined necessary by the Director.
 - (b) In addition, the Director may require a User to develop and submit a Best Management Practices Plan ("BMPP"), including an enforceable implementation schedule, for review and approval by the Director. The BMPP shall be submitted within 30 days after notification by the Director or as otherwise required by a User Permit. The BMPP shall be directed at preventing the entrance of pollutants, directly or indirectly, into the POTW. The BMPP shall be available for inspection at all times at the User's premises. At a

minimum, a User's BMPP shall contain all of the following elements, as determined necessary by the Director, at a level of detail and in units and terms as determined necessary by the Director to adequately evaluate the plan:

- (i) A statement of the purpose and objectives of the plan.
- (ii) A description of the strategies, methods, policies and procedures to prevent, minimize or reduce the introduction of pollutants into the User's discharge and to minimize waste generation.
- (iii) A description of the options available to the User to control accidental spillage, leaks and drainage.
- (iv) A description of best available or practicable control technologies available for the User's specific circumstances.
- (v) A detailed facility layout and site diagram showing points of entry into the (POTWs).
- (vi) A description of the waste handling, treatment and discharge disposal facilities, including flow diagrams and process schematics.
- (vii) A description of operating and maintenance processes and procedures.
- (viii) An inventory of raw materials and a list of waste sources, including a list of all chemicals used or stored at the facility.
- (ix) A description of employee training programs, policies and procedures; continuing education programs; and participation.
- (x) A description of the User's documentation, including record keeping and forms.
- (xi) A description of monitoring activities.
- (xii) An information log of facility personnel, organization chart, emergency phone numbers, contact persons and maintenance or service representatives.
- (xiii) A Certification by a qualified professional that the plan is adequate to prevent spills, leaks, slug loads, or non-customary discharges of regulated substances, directly or indirectly, to the POTW.

- (xiv) Such other information, documents or diagrams as required by the Director, including, but not limited to, any of the information required under this Ordinance, the Act, or State Law.
 - (c) The BMPs or BMPP required of a User or approved for a User shall be incorporated in a User Permit issued to the User. If the User already has a User Permit, the existing permit shall be modified to incorporate the BMP requirements. If the User does not currently have a User Permit, a permit shall be issued for that purpose.
 - (d) The Director may require revisions to a User's BMPP if the Director determines that the Plan contains elements that are inadequate, or as otherwise determined necessary by the Director to ensure compliance with applicable requirements of this Ordinance, the Act or State Law. Review of a BMPP by the Director shall not relieve the User from the responsibility to modify its facility as necessary to comply with this Ordinance, the Act or State Law.
 - (e) The User reports to the Director must include Best Management Practices compliance information. The User reports must be certified and signed by the User's authorized representative.
 - (f) The User shall retain all documentation associated with Best Management Practices for a period of at least three years from the date of an activity associated with the practices. This period may be extended by the Ypsilanti Community Utilities Authority at any time.
- (8) PFAS Compounds. Any user that has manufactured PFAS Compounds or who previously used, currently uses, or plans to use materials containing PFAS Compounds, any user or system that has a potential to discharge waste or wastewater containing PFAS, may be designated by the director as a potential source subject to the following requirements:
- (a) A user notified of its designation as a potential source shall develop and implement plans for the reduction and elimination of PFAS Compounds. Such plans shall be submitted to the director and are subject to the director's approval. For an existing user, plans shall be submitted within ninety (90) days of the notification. For a new user, plans shall be submitted at least ninety (90) days prior to commencing discharge to the POTW.
 - (b) The user's PFAS Compound monitoring program shall be in accordance with sample collection methods approved or recommended by EGLE or USEPA, and in accordance with sample analysis methods of 40 CFR Part 136 as amended or as recommended by EGLE.

- (c) The user shall specify source reduction, treatment, best management practices (BMPs), and other actions that will be implemented to eliminate PFAS Compounds.
 - (d) The director may incorporate provisions of the user's PFAS Compound plan into a wastewater discharge permit or administrative order.
- (9) Local Initiative Limits. The director may temporarily impose a local initiative limit (LIL) on a user for any pollutant not specifically limited by this Section. A local initiative limit may be concentration or mass. Determination of the LIL may include but not be limited to the acceptable pollutant loading based on the POTW design, treatability of the pollutant at the POTW, potential to cause pass-through or interference at the POTW, current loading of the pollutant to the POTW, specific properties of the pollutant, and other relevant factors deemed appropriate by the YCUA. LILs shall be developed by the YCUA under the industrial pretreatment program and shall be subject to review by EGLE.

Section 169-132 Sampling, measurements, tests and analyses.

Sampling and analysis shall be performed in accordance with the techniques prescribed in 40 CFR part 136 (March 26, 2007). Where 40 CFR part 136 (March 26, 2007) does not contain sampling or analytical techniques for the pollutant in question, or where the EPA determines that the part 136 (March 26, 2007) sampling and analytical techniques are inappropriate for the pollutant in question, sampling and analysis shall be performed by using validated analytical methods or any other applicable sampling and analytical procedures, including procedures suggested by YCUA or other parties, approved by the EPA.

Section 169-133 Surcharge for discharges of unusual strength.

- (1) If the character of the wastewater from any manufacturing or industrial plant or any other building or premises exceeds the limits for compatible pollutants established in Section 169-131 or shall be such as to impose any unreasonable burden upon the sewers of the system or upon the sewage works or POTW in excess of a maximum limit prescribed in this Ordinance, then an additional charge shall be made over and above the regular rates, or the Director shall require that such sewage be treated by the person, firm or corporation responsible for the sewage being emptied into the sewer or the right to empty such sewage shall be denied, if necessary, to protect the system or any part thereof. Surcharges required shall be computed as the weight of excess compatible pollutant in pounds multiplied by the cost per pound specified in the applicable Township rate ordinance. The strength of such wastes shall be determined by composite samples taken over a sufficient period of time to ensure a representative sample. The cost of sampling and testing shall be borne by the industry or establishment, whether owner or lessee. Tests shall be made by the User, at an independent laboratory, or at the YCUA wastewater treatment plant.

- (2) Any wastewater discharged into the sewage works having a compatible pollutant in excess of those prescribed in section 169-131 may be permitted by the Director provided payment by the industrial concern for the full cost of treating such excess constituents in the wastewater is made and acceptance of the waste does not cause violation of EPA guidelines, NPDES requirements, the Act or State Act.

Section 169-134 Special agreements authorized.

With respect to compatible pollutants only, no statement contained in this Ordinance shall be construed as preventing any agreement between the Director and any industrial concern whereby an industrial waste of unusual strength or character may be accepted, subject to payment therefore by the industrial concern, provided such agreement shall not violate EPA guidelines or NPDES requirements and provided User charges and surcharges as provided in this Ordinance are agreed to in the agreement.

Section 169-135 Dilution of discharge.

No User shall ever increase the use of process water or, in any way, attempt to dilute a discharge as a partial or complete substitute for adequate treatment to achieve compliance with the limitations contained in the national categorical pretreatment standards, alternative discharge limits, or in any other pollutant-specific limitation developed by the YCUA or the State.

Section 169-136 Accidental discharges.

- (1) Where required, a user shall provide protection from accidental discharge of prohibited materials or other substances regulated by this article, the Act or State Act. Facilities to prevent accidental discharge of prohibited materials shall be provided and maintained at the owner's or user's own cost and expense. Detailed plans showing facilities and operating procedures to provide this protection shall be submitted to the director for review and shall be approved by the director before construction of the facility. All required users shall complete such a program within 90 days of notification by the director. If required by the director a user who commences contribution to the sewage works after the effective date of the ordinance from which this article derives shall not be permitted to introduce pollutants into the system until accidental discharge procedures have been approved by the director. Review and approval of such plans and operating procedures shall not relieve the industrial user from the responsibility to modify the user's facility as necessary to meet the requirements of this article, the Act or State Act. A user shall orally notify the YCUA immediately upon the occurrence of an accidental discharge of any substance prohibited by this article, or any slug loads or spills that may enter the POTW or a surface water of the State, including storm water drains. This notification shall be made by telephone at (734) 484-4600 and include location of discharge, type of waste, concentration and volume, and corrective actions.

- (2) Within five days following any discharge, whether accidental or not, that could cause problems to the YCUA, the WWTP or POTW, including any slug loadings by the User, the User shall submit to the Director a detailed written report describing the cause of the discharge and the measures to be taken by the User to prevent similar future occurrences. Such notification shall not relieve the User of any expense, loss, damage, or other liability which may be incurred as a result of damage to the sewage works or POTW, fish kills, or any other damage to person or property; nor shall such notification relieve the User of any fines, civil penalties, or other liability which may be imposed by this Ordinance, the Act or State Act, or other applicable law. Failure to file a report shall be a separate violation of this Ordinance.
- (3) Slug Control Plan
- (a) Each Significant Industrial User shall prepare and implement an individualized slug control plan when in the opinion of the Director a slug control is required. Existing Significant Industrial Users that do not have an YCUA approved slug control plan shall provide an approvable slug control plan to the Director within ninety (90) days of being notified by YCUA that a slug control plan is required. New sources that are Significant Industrial Users shall submit a slug control plan to the Director for approval before beginning to discharge. Upon written notice from the Director, Users that are not Significant Industrial Users may also be required to prepare and implement a slug control plan, and the plan shall be submitted to the Director for approval as specified in the notice. Slug control requirements must be included in the SIU Control Mechanism (Industrial User's Permit).
- (b) All slug control plans shall contain at least the following elements:
- (i) A description of discharge practices, including non-routine batch discharges;
 - (ii) A description of stored chemicals;
 - (iii) The procedures for immediately notifying the Director of slug discharges, including any discharge that would violate any discharge prohibition, limitation or requirement under this Ordinance, and procedures for follow-up written notification within five (5) days of the discharge;
 - (iv) The procedures to prevent adverse impact from accidental spills, including inspection and maintenance of storage areas, handling and transfer of materials, loading and unloading operations, control of plant site run-off, worker training, building of containment structures or equipment, measures for containing toxic organic pollutants

(including solvents), and measures and equipment for emergency response.

- (c) If a User has submitted to the Director plans or documents pursuant to other requirements of local, state or federal laws and regulations which meet all applicable requirements of the Ordinance, the Director may in its discretion determine that the User has satisfied the slug plan submission requirements of this section.
- (d) Significant Industrial Users must immediately notify the Director of any changes at their facilities affecting their slug control plan or spill/slug potential.

(4) Secondary Containment Requirements

- (a) Each User when in the opinion of the Director is required must provide and maintain at the User's sole expense secondary spill containment structures (including diking, curbing or other appropriate structures) adequate to protect all floor drains from accidental spills and discharges to the POTW of any pollutants or discharges regulated by this ordinance, the Act or State Law.
 - (i) The containment area shall be constructed so that no liquid polluting material can escape from the area by gravity through the building sewers, drains, or otherwise directly or indirectly into the POTW .
 - (ii) The containment or curbing shall be sufficient to hold not less than ten (10) percent of the total volume of the tanks or containers within the secondary containment structure or provide a capacity of one hundred (100) percent of the largest single tank or container within the secondary containment structure, whichever is larger, unless a lesser containment area or alternate control measures are approved in advance by the Director.
 - (iii) The containment structure must accommodate "squirt distance". Containers within the containment structure must be able to be placed sufficiently back from the edge of the structure so if punctured, the resulting leak will be contained.
 - (iv) The containment structure must be designed or operated to prevent run-on or infiltration, rain or other liquids into the secondary containment system unless the containment system has sufficient excess capacity to contain run-on, infiltration, rain, or other liquids. Excess capacity when such prevention is not provided in the system must be sufficient to contain rain precipitation from a 25-year, 24-hour rainfall event.

- (v) The containment structure shall be constructed with chemical-resistant water stops in place at all joints (if any) to be free of cracks or gaps.
 - (vi) The containment structure shall be designed and installed to completely surround the tank or containers and to cover all surrounding earth likely to come into contact with the waste if released from the tank(s) or containers (i.e., capable of preventing lateral as well as vertical migration of the material).
 - (vii) All floor drains found within the containment area must be plugged and sealed.
- (b) Spill troughs and sumps within process areas must discharge to appropriate pretreatment tanks.
 - (c) Emergency containment shall also be provided for storage tanks that may be serviced by commercial haulers and for chemical storage areas.
 - (d) Solid pollutants shall be located in security areas designed to prevent the loss of the materials to the POTW .
 - (e) Detailed plans showing facilities and operating procedures to provide the protection required by this Ordinance shall be submitted to the Director for review and shall be approved by the Director before construction. Construction of approved containment for existing sources shall be completed within the time period specified by the Director.
 - (f) No new source shall be permitted to discharge to the POTW until emergency containment facilities have been approved and constructed as required by this Ordinance.
 - (g) The Director may order a User to take interim measures for emergency containment as determined necessary by the Director under the circumstances.

Section 169-137 Determination of sewage flow.

To determine the sewage flow from any establishment, the YCUA may use one of the following methods:

- (1) The amount of water supplied to the premises by the public water system as shown upon the water meter if the premises are metered.

- (2) If the premises are supplied with river water or water from private wells, the amount of water supplied from such sources may be metered at the source or metered at its point of discharge prior to entry into the public sewer.
- (3) If such premises are used for an industrial or commercial purpose of such a nature that the water supplied to the premises cannot be entirely discharged into the sewer system, the estimate of the amount of sewage discharged into the sewer system made by the utilities authority from the water, gas or electric supply, or metered at its point of discharge prior to entry into the public sewer.
- (4) The volume of sewage discharged into the sewer system as determined by measurements and samples taken at a manhole installed by the owner of the property served by the sewer system at his own expense in accordance with the terms and conditions of the permit issued by the YCUA pursuant to this Ordinance.
- (5) A figure determined by the YCUA by any combination of the foregoing or by any other equitable method.

Section 169-138 Disposal at sewage treatment plant.

Waste from industrial sewage disposal systems shall be disposed of at the sewage treatment plant or at any other refuse or disposal site approved by the Director. No waters or wastes described in section 169-129 shall be disposed of at the sewage treatment plant.

Section 169-139 Bypass.

- (1) An Industrial User may allow any bypass to occur which does not cause pretreatment standards or requirements to be violated, but only if it is for essential maintenance to ensure efficient operation. If an Industrial User knows in advance of the need for bypass, it shall submit prior notice to the Director, if possible at least ten days before the date of the bypass. An Industrial User shall submit oral notice of an unanticipated bypass that exceeds applicable pretreatment standards to the Director within 24 hours from the time the Industrial User becomes aware of the bypass. A written submission shall also be provided within five days of the time the Industrial User becomes aware of the bypass. The written submission shall contain a description of the bypass and its cause; the duration of the bypass, including exact dates and times, and, if the bypass has not been corrected, the anticipated time it is expected to continue; and steps taken or planned to reduce, eliminate, and prevent reoccurrence of the bypass.
- (2) Bypass is prohibited, and the Director may take enforcement action against an Industrial User for bypass, unless:
 - (a) Bypass was unavoidable to prevent loss of life, personal injury, or severe property damage;

- (b) There were no feasible alternatives to the bypass, such as the use of auxiliary treatment facilities, retention of untreated wastes, or maintenance during normal periods of equipment downtime. This condition is not satisfied if adequate back-up equipment should have been installed in the exercise of reasonable engineering judgment to prevent a bypass which occurred during normal periods of equipment downtime or preventative maintenance; and
- (c) The Industrial User submitted notice as required under this section. The Director may approve an anticipated bypass, after considering its adverse effects, if the Director determines that it will meet the three conditions listed in this subsection (b).

Section 169-140 Report of violation.

If the results of any sampling performed by the User indicates that any violation of this Ordinance, a permit, an order issued under this Ordinance, the Act or State Act has occurred, the User shall notify the YCUA within 24 hours of becoming aware of the violation and shall repeat the sampling and pollutant analysis and shall submit, in writing, the results of this repeat analysis within 30 days after becoming aware of the violation. A written follow up report shall be filed by the User with the YCUA within thirty (30) days of a User becoming aware of the violation. The report shall specify the following:

- (1) A description of the violation, the cause thereof, and the violation's impact on the User's compliance status.
- (2) Duration of the violation, including exact dates and times of the violation, and if not corrected, the anticipated time the violation is expected to continue.
- (3) All steps taken or intended to be taken to reduce, eliminate and prevent reoccurrence of such a violation.

Section 169-141 Notification of authorities upon discharge of hazardous waste.

All Industrial Users shall notify the YCUA, the EPA regional waste management division Director and the EGLE in writing of any discharge to the YCUA of a substance that would be a regulated hazardous waste under any federal statute if disposed of otherwise. Such notice shall be given in accordance with CFR 403.12(p).

Sections 169-142 - 150. Reserved.

DIVISION 5. PRIVATE SEWAGE DISPOSAL

Section 169-151 Prohibited generally.

The Township board has previously found, and currently reaffirms, that the use of septic tanks, privies, privy vaults, cesspools, or similar private sewage disposal facilities in the

urban service area sewer district as delineated in the Growth Management Plan of Superior Charter Township, is deleterious to the health, safety and welfare of the businesses, industries, governmental and charitable agencies, and residents of the Township. No person shall construct or maintain any septic tank, privy, vault, cesspool or other facility intended or used for the ultimate disposal of sewage except as provided in Section 152 of this Ordinance.

Section 169-152 Exceptions.

Where a public sanitary sewer is not available under the provisions of Section 105, the building sewer shall be connected to an individual private on-site septic tank and drainfield complying with the provisions of this division and the Washtenaw County Environmental Health Department, or a private community on-site sewer system as allowed by Ordinance 166 (Private Community Wastewater Systems) and complying with the Washtenaw County Environmental Health Department.

Section 169-153 Permit required for construction; inspection; specifications.

- (1) Before commencement of construction of a private on-site septic tank and drainfield, the owner shall first obtain a written permit from the Washtenaw County Environmental Health Department.
- (2) A plumbing permit shall be obtained from the Superior Township Building Department prior to installing the building sewer piping from the building to the tank. The owner shall obtain an inspection of the building sewer once the piping has been installed and bedded prior to placement of any backfill.
- (3) The type, capacities, location, and layout of a private septic tank and drainfield shall comply with all recommendations of the county health department. No permit shall be issued for any private sewage disposal system employing subsurface soil absorption facilities where the area of the lot is less than 10,000 square feet. No septic tank or cesspool shall be permitted to discharge to any public sewer or natural outlet.

Section 169-154 Operation and maintenance facilities.

The owner shall operate and maintain the private sewage disposal facilities in a sanitary manner at all times, at no expense to the Township, the YCUA, or Ann Arbor.

Section 169-155 Public sewer availability.

- (1) At such time as a public sewer becomes available to a property served by a private septic tank and drainfield, as provided in Section 105, a direct connection may be made to the public sewer in compliance with this article and any septic tanks, cesspools, and similar private sewage disposal facilities shall be abandoned and filled with suitable material.

- (2) When a public sewer becomes available, the building sewer may be required to connect to such sewer within 90 days, and the private septic tank shall be cleaned of sludge and filled with clean bank run gravel or dirt.

Sections 169-156 — 169-285 Reserved.

**CHARTER TOWNSHIP OF SUPERIOR
WASHTENAW COUNTY, MI**

ORDINANCE NUMBER 169

ARTICLE III. SEWER SERVICE

FIRST READING: MARCH 17, 2025

SECOND READING: APRIL 21, 2025

**DIVISION 1. GENERALLY
Applicability of Ordinance.**

Section 169-76

This Ordinance shall apply to all Users that discharge into the Ypsilanti Community Utilities Authority's (YCUA) publicly owned treatment works (the POTW). In addition, it shall be unlawful for any User located outside the Township limits to continue discharges to the POTW except as provided in this Ordinance. In addition, this Ordinance shall establish permit requirements for connections or alterations to Township or ~~the~~ YCUA sewage works facilities or the POTW; govern the design, construction, alteration or use of and connection to the sewage works and POTW; regulate the discharge of wastewater into the sewage works and POTW; prohibit certain detrimental conduct; authorize the issuance of permits; authorize inspections; provide for administration and enforcement of this Ordinance; establish civil and criminal penalties for violations; and authorize the enforcement of and ensure compliance within the Township of the Federal Water Pollution Control Act, the Clean Water Act and the Michigan Natural Resources and Environmental Protection Act, more specifically defined herein, and regulations promulgated and adopted under said acts and statutes.

Sections 169-77 — 80. Reserved.

Section 169-81 Definitions.

The following words, terms and phrases, when used in this Ordinance, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Act, "the Act," the Federal Water Pollution Control Act and the Clean Water Act are used interchangeably in this Ordinance and refer to Public Law 92-500, as adopted in 1972 and amended by Public Law 95-217 in 1977, and any succeeding amendments and any administrative rules promulgated thereunder, as amended or revised from time to time.

Alternative discharge limit means limits set by the YCUA ~~or Superior Township~~ in lieu of the promulgated national categorical pretreatment standard for integrated facilities in accordance with the combined wastestream formula as set by the EPA.

Authorized representative of Industrial User means:

- (1) A responsible corporate officer, if the Industrial User is a corporation, who shall be a president, secretary, treasurer, or vice-president of the corporation in charge of a principal business function, or any other person who performs similar policy or decision making functions for the corporation or means the principal manager of one

or more manufacturing, production, or operation facilities employing more than 250 persons or having a gross annual sales or expenditures exceeding \$25,000,000.00 (in second quarter 1980 dollars) if authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures;

- (2) A general partner or proprietor if the Industrial User is a partnership or proprietorship, respectively;
- (3) A duly authorized representative of the individual designated above and if all of the following apply:
 - (a) The authorization is made in writing by the individual described in subsections 1 or 2 of this definition.
 - (b) This authorization specifies either an individual or a position having responsibility for the overall operation of the facility from which the industrial discharge originates, such as the position of plant manager, operator of a well, or well field superintendent, or a position of equivalent responsibility, or having overall responsibility for environmental matters for the company; and
 - (c) The written authorization is submitted to the Director. If an authorization is no longer accurate because a different individual or position has responsibility for the overall operation of the facility, or overall responsibility for environmental matters for the company, a new authorization satisfying the requirements of this definition shall be submitted to the Director or ~~the YCUA or Superior Township~~ prior to or together with any reports to be signed by an authorized representative.

Best Management Practices (BMP) means programs, practices, procedures or other directed efforts, initiated and implemented by Users, which can or do lead to the reduction, conservation or minimization of pollutants being introduced into the ecosystem, including but not limited to the ~~Ypsilanti Community Utilities Authority (YCUA)~~ publicly owned treatment system. BMPs include, but are not limited to, equipment or technology modifications, process or procedure modifications, reformulation or design of products, substitution of raw materials, and improvements in housekeeping, maintenance, training, or inventory control, and may include technical and economic considerations. BMP's may be structural or non-structural or both. In determining what BMPs will be required of ~~ana~~ User in a particular case, the Director may consider all relevant technological, economical, practical, and institutional considerations as determined relevant and appropriate by the Director, consistent with achieving and maintaining compliance with the requirements of this Ordinance and other applicable laws and regulations.

Best Management Practices Plan (BMPP) means a written document that describes how the BMPs will be accomplished.

Biochemical oxygen demand (BOD) means the quantity of oxygen utilized in the biochemical oxidation of organic matter under standard laboratory procedure, five days at 20 degrees Celsius expressed in terms of weight and concentration (milligrams per liter).

Board means the Board of Commissioners of the Ypsilanti Community Utilities Authority.

Building drain means that part of the lowest horizontal piping of a drainage system which receives the drainage from soil, waste and other drainage pipes inside the walls of the building and conveys it to the building sewer, beginning five feet outside the inner face of the building wall.

Building sewer means that extension from the building drain to the public sewer or other places of disposal.

Bypass means intentional diversion of wastestreams from any portion of an Industrial User's treatment facility.

Chemical oxygen demand (COD) means a measure of the oxygen-consuming capacity of inorganic and organic matter present in water or wastewater. It is expressed as the amount of oxygen consumed from a chemical oxidant in a specified test. It does not differentiate between stable and unstable organic matter and thus does not necessarily correlate with biochemical oxygen demand. Also known as OC and DOC, oxygen consumed and dichromate oxygen consumed, respectively.

Chlorine demand means the difference between the amount of chlorine added to water or wastewater and the amount of residual chlorine remaining at the end of a specified contact period. The demand for any given water varies with the amount of chlorine applied, time of contact and temperature.

~~*City means the City of Ypsilanti, or the City Council of Ypsilanti.*~~ *Combined sewer* means a sewer receiving both surface runoff and sewage.

Combined wastestream means the wastestream at industrial facilities where regulated process effluent is mixed with other wastewaters (either regulated or unregulated) prior to treatment.

Compatible pollutant means a substance amenable to treatment in the wastewater treatment plant such as biochemical oxygen demand, suspended solids, pH and fecal coliform bacteria, plus additional pollutants identified in the NPDES permit if the publicly owned treatment works was designed to treat such pollutants, and in fact does remove such pollutant to a substantial degree. Examples of such additional pollutants may include: chemical oxygen demand, total organic carbon, and phosphorus and phosphorus compounds, nitrogen compounds, fats, oils and greases of animal or vegetable origin.

Composite sample means a sample formed either by continuous sampling or by mixing discrete samples obtained at intervals over a period of time. The individual samples shall be

obtained through flow-proportional composite sampling techniques, unless time-proportional composite sampling or grab sampling is authorized by the YCUA ~~or Superior Township~~. Where time-proportional composite sampling or grab sampling is authorized by the YCUA ~~or Superior Township~~, the samples must be representative of the Discharge. Manual generation of a composite sample through the collection and combining of grab samples may be approved if the User demonstrates to the satisfaction of the Director that this will provide a representative sample of the effluent being discharged. The decision to allow the alternative sampling must be documented in the Industrial User's file for that facility or facilities. Composite sampling protocols delineated in the User's Permit take precedence.

Cooling water means the water discharged from any use such as air conditioning, cooling or refrigeration, or to which the only pollutant added is heat.

Daily maximum means the concentration or mass loading that shall not be exceeded on any single calendar day. Where daily maximum limitations are expressed in terms of a concentration, the daily discharge is the ~~arithmatical~~ arithmetical average measurement of the pollutant concentration derived from all measurements taken that day. Where daily maximum limitations are expressed in units of mass, the daily discharge is the total mass discharged during the day. If a composite sample is required for a parameter, the determination whether the daily maximum limitation for that parameter has been exceeded on a single calendar day shall be based on the composite sample collected for that parameter on that calendar day. If grab samples are required for a parameter, the determination whether the daily maximum limitation for that parameter has been exceeded on a calendar day shall be based on the average of all grab samples collected for that parameter on that calendar day. If only one grab sample is collected for a parameter on a given day, the determination whether the daily maximum limitation for that parameter has been exceeded for the day shall be based on the results of that single grab sample. If the pollutant concentration in any sample is less than the applicable detection limit, that value shall be regarded as zero (0) when calculating the daily maximum concentration.

Debt service charges means the charges levied to customers of the wastewater system which are used to pay principal, interest and administrative costs of retiring the debt incurred for construction of the sewage works.

Department of ~~Natural Resources and Environment~~ or DNRE, Great Lakes and Energy (EGLE) means the State of Michigan ~~Department of Natural Resources and Environment~~ EGLE, Administrator or other duly authorized official.

Director means the Director of the YCUA ~~or Superior Township Utility Department or their~~ the director's authorized deputy, agent or representative.

Domestic sewage means waste and wastewater from humans or household operations, which is discharged to, or otherwise enters, a POTW.

Environmental protection agency, or EPA means the U.S. Environmental Protection Agency, administrator or other duly authorized official.

"Fats, Oils, and Grease" (FOG) means any hydrocarbons, fatty acids, soaps, fats, waxes, oils, or any other non-volatile or semi-volatile material of animal, vegetable or mineral origin that is extractable by solvents in accordance with standard methods.

Flow Proportional Sample means a composite sample taken with regard to the flow rate of the wastestream.

Food Service Establishment (FSE) means a non-domestic User that engages in one or more of the following food preparation activities: cooking by frying (all methods); baking (all methods); grilling; sautéing, rotisserie cooking; broiling (all methods); boiling; blanching; roasting; toasting; poaching; infrared heating; searing; barbecuing; and any other food preparation activity that produces a hot, non-drinkable food product in or on a receptacle that requires washing.

Footing drain means a pipe or conduit, which is placed around the perimeter of a building foundation and which intentionally admits ground water.

Garbage means solid wastes from the preparation, cooking and dispensing of food and from the handling, storage and sale of produce.

Grab sample means a sample taken from a wastestream on a 1-time basis over a period of time of not more than 15 minutes without regard to the flow in the wastestream.

Holding tank waste means any waste from holding tanks such as vessels, chemical toilets, campers, trailers, septic tanks, and vacuum-pump tank trucks.

Incompatible pollutants means any pollutant, which is not a compatible pollutant. *Industrial wastes* means the wastewater discharges from industrial, manufacturing, trade or business processes, or wastewater discharge from any structure with these characteristics, as distinct from their employee's domestic wastes or wastes from sanitary conveniences.

Industrial User means a person who contributes, causes or permits wastewater to be discharged into the POTW, including, but not limited to, a place of business, endeavor, arts, trade or commerce, whether public or private, commercial or charitable, but excludes single family and multi-family residential dwellings with discharges consistent with domestic waste characteristics.

~~*Industrial User Permit or Industrial User Pretreatment Permit* means a discharge permit issued by the Director under this Ordinance and the YCUA or Superior Township Industrial Pretreatment Program.~~

Infiltration means that portion of groundwater which is unintentionally admitted to a sewer.

Interference means a discharge, alone or in conjunction with a discharge or discharges from other sources, to which both of the following provisions apply:

- (1) The discharge inhibits or disrupts the publicly owned treatment works, its treatment processes or operations, or its sludge processes, use or disposal;
- (2) Pursuant to paragraph (1) of this definition, the discharge is a cause of a violation of any requirement of the YCUA ~~or Superior Township~~ or the Act or the State Act, including an increase in the magnitude or duration of a violation, or of the prevention of sewage sludge use or disposal in compliance with the following statutory provisions and regulations or permits issued there under, or more stringent state or local regulations: Section 405 of the clean water act; the solid waste disposal act, 42 USC Section 2601 et seq, including Title II, more commonly referred to as the resource conservation and recovery act, and including state regulations contained in any state sludge management plan prepared pursuant to subtitle D of the solid waste disposal act; the clean air act, 42 USC Section 7401 et seq; the toxic substances control act, 15 USC Section 2601 et seq; the marine protection, research, and sanctuaries act, 33 USC Section 1401 et seq.

Instantaneous maximum concentration means the maximum concentration of a pollutant allowed to be discharged at any instant in time (independent of the flow rate or duration of the sampling event). If the concentration determined by analysis of any grab sample, composite sample, or discrete portion of a composite sample exceeds the instantaneous maximum concentration, the instantaneous maximum concentration shall be deemed to have been exceeded. Any discharge of a pollutant at or above a specified instantaneous maximum concentration is a violation of this Ordinance and the YCUA ~~or Superior Township~~ Industrial Pretreatment Program.

Local Initiative Limits means a temporary limit imposed on any user for any pollutant not specifically limited in Section 62-131, Paragraphs (1) through (3).

Mercury reduction plan means a plan to ensure that the maximum allowable mercury loading to the POTW is not exceeded as described in Section 169-131 of this ordinance.

National categorical pretreatment standard, categorical pretreatment standard or categorical standard means any regulation containing pollutant discharge limits promulgated by the EPA in accordance with sections 307(b) and (c) of the clean water act, 33 USC Section 1317, which apply to a specific category of nondomestic Users and which appear in 40 CFR ~~Chapter I, subchapter N (1990), parts~~ Parts 405-471: as amended..

National pollutant discharge elimination system or NPDES permit means a permit issued pursuant to section 402 of the Act (33 USC 1342).

National prohibitive discharge standard or prohibitive discharge standard means any regulation developed under the authority of Section 307(b) of the Act and 40 CFR 403.5 as amended.

Natural outlet means any outlet into a watercourse, pond, ditch, lake, or other body of surface or ground water.

New source means any building, structure, facility, or installation from which there is or may be a discharge and for which construction commenced after the publication of proposed pretreatment standards under section 307(c) of the clean water act will be applicable to the source if the standards are thereafter promulgated in accordance with section 307(c), and if any of the following provisions apply:

- (1) ~~the~~The building, structure, facility, or installation is constructed at a site at which no other source is located;
- (2) ~~the~~The building, structure, facility, or installation totally replaces the process or production equipment that causes the discharge of pollutants at an existing source; or
- (3) ~~the~~The production of wastewater-generated processes of the building, structure, facility, or installation is substantially independent of an existing source at the same site. The extent to which the new facility is engaged in the same general type of activity as the existing source and the extent of integration of the new facility with the existing plant should be considered in determining whether the process is substantially independent.

Nondomestic User means an industry, commercial establishment, or other entity that discharges wastewater to a publicly owned treatment works other than, or in addition to, sanitary sewage.

Operation and maintenance means all work, materials, equipment, utilities, administration and other effort required to operate and maintain the ~~sewage works~~POTW consistent with insuring adequate treatment of wastewater to produce an effluent in compliance with the NPDES permit and other applicable state and federal regulations; and includes the cost of replacement.

Operator means the person responsible for the overall operation of a facility. *Owner* means the person who owns a facility or part of a facility.

Pass through means a discharge that exits the WWTP into State waters in quantities or concentrations which, alone or in conjunction with a discharge or discharges from other sources, is a cause of a violation of any requirement of the Act, the State Act, or the NPDES permit, including an increase in the magnitude or duration of a violation.

Person means any individual, partnership, copartnership, firm, company, corporation, limited liability company, association, joint stock company, trust, estate, governmental entity or any other legal entity, or its legal representatives, agents or assigns. The masculine gender shall include the feminine and the singular shall include the plural where indicated by the context.

PFAS Compounds mean the list of perfluoroalkyl and polyfluoroalkyl substances identified by EGLE as emerging contaminants and included on EGLE's most recent PFAS Minimum Laboratory Analyte List

pH means ~~the logarithm (base ten) a common measure of the reciprocal of the concentration~~ acidity or alkalinity of hydrogen ions in an aquatic solution, as expressed in grams per liter of solution or expressed in Standard Units standard units (SU).)

Pollutant means any of the following: substances regulated by categorical standards; substances discharged to the POTW that are required to be monitored, are limited in the POTW's permit, or are or are to be identified in the POTW's permit application; substances for which control measures on nondomestic Users are necessary to avoid restricting the approved residuals management program of the POTW; substances for which control measures on nondomestic Users are necessary to avoid operational problems at the POTW; substances for which control measures on nondomestic sources are necessary to avoid worker health and safety problems in the POTW.

Pollution means the manmade or man-induced alteration of the chemical, physical, biological, or radiological integrity of water.

Pretreatment or treatment means the reduction of the amount of pollutants, the elimination of pollutants, or the alteration of the nature of pollutants, or the alteration of the nature of pollutant properties in wastewater to a less harmful state prior to or in lieu of discharging or otherwise introducing such pollutants into the sewage works. The reduction or alteration can be obtained by physical, chemical or biological processes, process changes or other means, except as prohibited by 40 CFR 403.6(d).

Pretreatment requirements means any substantive or procedural requirement related to pretreatment, other than a pretreatment standard, imposed on a nondomestic user.

Pretreatment standards means any regulation containing pollutant discharge limits promulgated in accordance with section 307(b) and (c) of the clean water act and the state act. This term includes prohibited discharges and local limits defined in R 323.2303 and categorical standards.

Properly shredded garbage means garbage that has been shredded to such a degree that all particles will be carried freely under the flow conditions normally prevailing in public sewers, with no particle greater than one-half inch in any dimension.

Publicly owned treatment works (POTW) means the treatment works owned and/or operated by the YCUA and includes any devices and systems used in the storage, treatment, recycling, and reclamation of municipal sewage or industrial wastes of a liquid nature. The term also includes sewers, pipes, and other conveyances if they convey wastewater to or through the publicly owned treatment works. The term also means the municipality (the [Charter Township of Ypsilanti Superior](#)) that has jurisdiction over indirect discharges to, and discharges from, the treatment works.

Public sewer means a sewer in which all owners of abutting properties have equal rights, and is controlled by public authority.

Replacement means the replacement in whole or in part of any equipment in the wastewater transportation or treatment systems to ensure continuous treatment of wastewater in accordance with the NPDES permit and other state and federal regulations.

Sanitary Sewer means a sewer which carries sewage and to which storm, surface and groundwaters are not intentionally admitted.

Severe property damage means substantial physical damage to property, damage to the treatment facilities which cause them to become inoperable, or substantial or permanent loss of natural resources which can reasonably be expected to occur in the absence of a bypass. Severe property damage does not mean economic loss caused by delays in production.

Sewage or wastewater means the liquid and water-carried industrial or domestic wastes from dwellings, commercial buildings, industrial facilities and institutions, together with any groundwater, surface water, and stormwater that may be present, whether treated or untreated, which is contributed into or permitted to enter the sewage works.

Sewage treatment or wastewater treatment plant means any arrangement of devices and structures used for treating sewage

Sewage works means all municipal facilities for collecting, pumping, treating and disposing of sewage.

Sewer means a pipe or conduit for carrying sewage.

Sewer service charge means the sum of any applicable User charges, surcharges and debt service charges.

Shall is mandatory; *may* is permissive.

Significant Industrial User (SIU) means either of the following:

- (1) A nondomestic User subject to categorical pretreatment standards under 40 CFR ~~S403 (1992) and 40 CFR Chapter I, subchapter N (1990); Parts 405-471 as amended;~~ or; or
- (2) A nondomestic User that, in the opinion of ~~the YCUA or Superior Township or of the Township,~~ has a reasonable potential to adversely affect the POTW's operation, or for violating any pretreatment standard or requirement or that contributes a process wastestream which makes up five percent or more of the average dry weather hydraulic or organic capacity of the POTW treatment plant, or that discharge an average of 25,000 gallons per day or more of process wastewater to the POTW, excluding sanitary, noncontact cooling, and boiler blowdown wastewater. Any User designated as significant may petition the ~~Township~~YCUA to be deleted from the list of Significant Industrial Users on the grounds that it has no potential for adversely affecting the POTW's operation or violating any pretreatment standard or requirement. The Director may determine that a User that meets the criteria of Subsections (1) and (2) of this definition above is not currently a Significant Industrial User, if the Director finds that the User has no reasonable potential to adversely affect the operation of the POTW, to violate any pretreatment standard or requirement, or that ~~aan~~ Industrial User Permit is not required to meet the purposes and objectives of this Ordinance. A determination that a User is not a Significant Industrial User (or that a permit is therefore not required) shall not be binding and may be reversed by the Director at any time based on changed circumstances, new information, or as otherwise determined necessary by the Director to meet the purposes and objectives of this Ordinance.

Significant noncompliance means any of the following:

- (1) ~~chronic~~Chronic violations of wastewater discharge limits, defined as results of analyses in which 66% or more of all of the measurements taken for the same pollutant parameter during a 6-month period exceed, by any magnitude, a numeric Pretreatment Standard or Requirement, including instantaneous limits, as defined by 40 CFR 403.3(~~41~~);
- (2) ~~technical~~Technical review criteria (TRC) violations, defined as results of analyses in which 33% or more of all of the measurements taken for the same pollutant parameter taken during a 6-month period equal or exceed the product of the Pretreatment Standard or Requirement including instantaneous limits, as defined by 40 CFR 403.3(1) multiplied by the applicable technical review criteria. (Technical review criteria equals 1.4 for compatible pollutants and 1.2 for all other pollutants, except pH.);
- (3) ~~any~~Any other violation of a Pretreatment Standard or Requirement as defined by 40 CFR 403.3(1), (daily maximum, longer-term average, instantaneous limits, or Narrative Standard) that the YCUA ~~or Superior Township~~ determines has caused, alone or in combination with other discharges, interference or pass-through,

including endangering the health of ~~the YCUA or Superior Township~~ personnel or the general public;

~~(4) any~~Any discharge of a pollutant that has caused imminent

~~(4)~~ endangerment to human health, welfare, or the environment or has resulted in the ~~YCUA or Superior Township's~~YCUA's exercise of its emergency authority under Rule 323.2306(a) (vi) of the Part 23 Rules under the State Act or its emergency authority under this Ordinance to halt or prevent the discharge; ~~(5) failure~~

~~(5)~~ Failure to meet, within 90 days after a scheduled date, a compliance schedule milestone contained in a ~~the YCUA or Superior Township~~ or other local control mechanism or enforcement order for starting construction, completing construction, or attaining final compliance; ~~(6) failure~~

~~(6)~~ Failure to provide, within 30 days after the due date, a required report such as, but not limited to, a baseline monitoring report, 90 day or other compliance report, periodic self-monitoring report, or report on compliance with a compliance schedule; ~~(7) failure~~

~~(7)~~ Failure to timely or accurately report noncompliance; or ~~(8) any~~

~~(5)(8)~~ Any other violation or group of violations, which may include a violation of Best Management Practices, that ~~the YCUA or Superior Township~~ determines will affect or has adversely affected the operation or implementation of the ~~YCUA or Superior Township~~ pretreatment program or operation of the POTW.

Slug, Slug Loading, Slug Discharge means either:

- (1) Any discharge of pollutants at a volume or concentration that causes upset of or interference with the POTW or causes the pass-through of pollutants to receiving waters, or
- (2) Any discharge of a pollutant(s), measured by a grab sample, at a concentration exceeding five (5) times the composite or grab sample discharge limit, or
- (3) Any discharge of wastewater outside the pH range of 5 - 11 S.U. for either a continuous duration of greater than or equal to fifteen minutes or for a sum total of thirty minutes within one day, or
- (4) Any discharge of a non-routine, episodic nature, including but not limited to, an accidental spill or non-customary batch discharge.

State means State of Michigan.

State Act means Public Act 451 of 1994, the Natural Resources and Environmental Protection Act (NREPA), as amended, and any administrative rules promulgated there under, as amended or revised from time to time.

Storm sewer or *storm drain* means a sewer which carries storm and surface waters and drainage, but excludes sewage and polluted industrial wastes.

Stormwater means any flow occurring during or following any form of natural precipitation and resulting there from.

Surcharge means an extra charge to cover the cost of treating, sampling and testing extra strength sewage.

Suspended solids means the total suspended matter that floats on the surface of, or is suspended in, water, wastewater or other liquids, and which is removable by laboratory filtering.

Total Kjeldahl nitrogen (TKN) means the measure of the total ammonia-nitrogen present in wastewater, after any organic nitrogen present has been converted to ammonia-nitrogen under a standard digestive procedure.

Township means the Charter Township of Superior, Michigan or its board of trustees.

Toxic pollutant means any pollutant or combination of pollutants which is or can potentially be harmful to the public health or the environment including those listed as toxic in regulations promulgated by the administrator of the Environmental Protection Agency under the provisions of CWA 307(a) or other acts.

User means any person who contributes, causes or permits the contribution of wastewater into the sewage works.

User charge means a charge levied on Users of a treatment works for the cost of operation and maintenance of sewerage works pursuant to Section 204(b) of PL 92-500 and includes the cost of replacement

User class means the kind of User connected to sanitary sewers including but not limited to residential, industrial, commercial, institutional and governmental, defined as follows:

- (1) *Residential User* means a User of the treatment works whose premises or buildings are used primarily as a domicile for one or more persons, including dwelling units such as detached, semidetached and row houses, mobile homes, apartments, or permanent multifamily dwellings (transient lodging is not included, it is considered commercial);

- (2) *Industrial User* means any User who discharges an "industrial waste" as defined in this Ordinance or any nondomestic source who discharges pollutants to the sewage works or POTW;
- (3) *Commercial User* means an establishment involved in a commercial enterprise, business or service which, based on a determination by the YCUA ~~or Superior Township~~ discharges primarily segregated domestic wastes or wastes from sanitary conveniences and which is not a Residential User or an Industrial User;
- (4) *Institutional User* means any establishment involved in a social, charitable, religious, or educational function which, based on a determination by the YCUA ~~or Superior Township~~ discharges primarily segregated domestic wastes or wastes from sanitary conveniences; and
- (5) *Governmental User* means any federal, state or local government User of the wastewater treatment works.

~~Wastewater discharge permit means a written authorization to discharge subject to specific limits, terms, and conditions. A wastewater discharge permit is issued by the director and its terms and conditions are enforced by the YCUA IPP.~~

Waters of the state means all streams, lakes, ponds, marshes, watercourses, waterways, wells, springs, reservoirs, aquifers, irrigation systems, drainage systems and all other bodies or accumulations of water, surface or underground, natural or artificial, public or private, which are contained within, flow through, or border upon the state or any portion thereof.

Section 169-82 Abbreviations.

The following abbreviations shall have the following meanings:

~~ASTM—American Society for Testing and Materials
 BMP—Best Management Practices
 BMPP—Best Management Practices Plan
 BOD—Biochemical oxygen demand
 CFR—Code of Federal Regulations
 COD—Chemical oxygen demand
 CWA—Clean Water Act
 DNRE -- Department of Natural Resources and Environment (State of Michigan)
 EPA—Environmental Protection Agency
 FOG — Fats, Oils, and Grease
 l—liter
 MRP -- Mercury Reduction Plan
 mg—milligrams
 mg/l—milligrams per liter~~

NPDES—National Pollutant Discharge Elimination System

O&M—Operation and Maintenance

POTW—Publicly Owned Treatment Works

SIC—Standard Industrial Classification

SS—Suspended solids

USC—United States Code

WWTP—The Ypsilanti Community Utilities Authority Wastewater Treatment Plant

WEF—Water Environment Federation

YCUA or Superior Township—Ypsilanti Community Utilities Authority

<u>ASTM</u>	<u>American Society for Testing and Materials</u>
<u>BMP</u>	<u>Best Management Practices</u>
<u>BMPP</u>	<u>Best Management Practices Plan</u>
<u>BOD</u>	<u>Biochemical oxygen demand</u>
<u>CFR</u>	<u>Code of Federal Regulations</u>
<u>COD</u>	<u>Chemical oxygen demand</u>
<u>CWA</u>	<u>Clean Water Act</u>
<u>EGLE</u>	<u>Environment, Great Lake and Energy Department of the State of Michigan</u>
<u>EPA</u>	<u>Environmental Protection Agency</u>
<u>FOG</u>	<u>Fats, Oils, and Grease</u>
<u>l</u>	<u>liter</u>
<u>LIL</u>	<u>Local Initiative Limits</u>
<u>MAHL</u>	<u>Maximum Allowable Headworks Loading</u>
<u>MAIL</u>	<u>Maximum Allowable Industrial Loading</u>
<u>MRP</u>	<u>Mercury Reduction Plan</u>
<u>mg</u>	<u>Milligrams</u>
<u>mg/l</u>	<u>Milligrams per liter</u>
<u>ng/l</u>	<u>Nanogram per liter</u>
<u>NPDES</u>	<u>National Pollutant Discharge Elimination System</u>
<u>O&M</u>	<u>Operation and Maintenance</u>
<u>POTW</u>	<u>Publicly Owned Treatment Works</u>
<u>SAL</u>	<u>Special Alternative Limit</u>
<u>SIC</u>	<u>Standard Industrial Classification</u>
<u>SS</u>	<u>Suspended solids</u>
<u>TKN</u>	<u>Total Kjeldahl Nitrogen</u>
<u>ug/l</u>	<u>Micrograms per liter</u>
<u>USC</u>	<u>United States Code</u>
<u>WWTP</u>	<u>The Ypsilanti Community Utilities Authority Wastewater Treatment Plant</u>
<u>WEF</u>	<u>Water Environment Federation</u>
<u>YCUA</u>	<u>Ypsilanti Community Utilities Authority</u>

Section 169-83 Protection from Damage.

It shall be unlawful for any unauthorized person to maliciously, willfully, or negligently break, damage, destroy, uncover, deface, or tamper with any structure, appurtenance, or equipment which is a part of the sewage works or POTW

Section 169-84 Reserved.

DIVISION 2. ADMINISTRATION AND ENFORCEMENT

Section 169-85 Permit or authorization required.

It shall be unlawful to discharge to the waters of the state within the Township, or in any area under the jurisdiction of such Township and/or to the sewage works, any wastewater except as provided by an NPDES permit and/or as authorized by the ~~Township and the~~ YCUA in accordance with the provisions of this Ordinance.

Section 169-86 Information required prior to connection to system.

All Industrial Users proposing to connect to or to contribute to the sewage works shall submit information on the use, processes and wastewater to the Director before connecting to or contributing to the sewage works. The information submitted must be sufficient for the YCUA ~~or Superior Township~~ to determine the impact of the User's' discharge on the sewage works and the need for pretreatment. The User shall submit, in units and terms appropriate for evaluation, the following information:

- (1) ~~(1)~~ — The name, address and location of the User.
- (2) The SIC number according to the Standard Industrial Classification Manual, Bureau of the Budget, 1972, as amended; and ~~the Industrial Category~~ any industrial processes subject to National Categorical Pretreatment Standards; ~~under 40 CFR, Chapter 1, Subchapter N, Part 403, Appendix C, if applicable Parts 405-471 as amended.~~
- (3) Wastewater constituents and characteristics including but not limited to those pollutants mentioned in section 169-127 through 169-137 of this Ordinance, when required by the Director, as determined by a reliable analytical laboratory. Sampling and analysis shall be performed in accordance with the techniques prescribed in 40 CFR part 136 ~~(March 26, 2007)~~, as amended from time to time. Where 40 CFR part 136 ~~(March 26, 2007)~~ does not contain sampling or analytical techniques for the pollutant in question, or where the EPA determines that the part 136 ~~(March 26, 2007)~~ sampling and analytical techniques are inappropriate for the pollutant in question, sampling and analysis shall be performed by using validated analytical methods of any other applicable sampling and analytical procedures, including procedures

suggested by the publicly owned treatment works or other parties, approved by the EPA.

- (4) The time and duration of contribution.
- (5) The average daily wastewater flow rates, including daily, monthly and seasonal variations, if any.
- (6) Site plans, floor plans, mechanical and plumbing plans and details to show all sewers, sewer connections, and appurtenances by the size, location and elevation, if the User is a SIU or as required by the YCUA ~~or Superior Township~~.
- (7) A description of activities, facilities and plant processes on the premises including all materials, which are or could be discharged.
- (8) The nature and concentration of any pollutants in the discharge which are limited by any ~~the YCUA or Superior Township~~, state, or federal pretreatment standards, and a statement regarding whether or not the pretreatment standards are being met on a consistent basis and if not, whether additional operation and maintenance and/or additional pretreatment is required by the Industrial User to meet applicable pretreatment standards.
- (9) If additional pretreatment and/or O&M will be required to meet the pretreatment standards, the shortest schedule by which the User will provide such additional pretreatment shall be provided. The completion date in this schedule shall not be later than the compliance date established for the applicable pretreatment standard. The following conditions shall apply to this schedule:
 - (a) The schedule shall contain increments of progress in the form of dates for the commencement and completion of major events leading to the construction and operation of additional pretreatment required for the User to meet the applicable pretreatment standards.
 - (b) No increment referred to in subsection (9)a of this section shall exceed nine months.
 - (c) Not later than 14 days following each date in the schedule and the final date for compliance, the User shall submit a progress report to the Director including, as a minimum, whether or not it complied with the increment of progress to be met on such date and, if not, the date on which it expects to comply with this increment of progress, the reason for delay, and the steps being taken by the User to return the construction to the schedule established. In no event shall more than nine months elapse between such progress reports to the Director.

- (10) Each product produced by type, amount, process or processes and rate of production
- (11) The type and amount of raw materials processed, average and maximum per day.
- (12) The number and type of employees, hours of operation of plant and proposed or actual hours of operation of pretreatment system.
- (13) Any other information as may be deemed by the Director to be necessary to evaluate the impact of the discharge on the sewage works.

Section 169-87 Reporting required after promulgation or revision of a pretreatment standard and reporting from a new source.

Within 180 days of the promulgation or revision of a categorical pretreatment standard, or 180 days after the final administrative decision made upon a category determination submission under R 323.2311(2) of the Part 23 Rules promulgated under the State Act, whichever is later, existing nondomestic Users subject to the categorical pretreatment standards and currently discharging, or scheduled to discharge, to the POTW shall submit, to the YCUA ~~or Superior Township~~, a report that contains all of the information listed in this Section. Where reports containing this information already have been submitted to the YCUA or ~~Superior Township or~~ EPA in compliance with the requirements of 40 C.F.R. S128.140(b) ~~(1977), as amended~~, the nondomestic User will not be required to submit the information again. Not less than 90 days before the commencement of a discharge, sources that become nondomestic Users subsequent to the promulgation of an applicable categorical standard and new sources shall be required to submit, to the YCUA ~~or Superior Township~~, a report that contains the information listed in subdivisions (1) to (5) of this Section. New sources shall also be required to include in this report information on the method of pretreatment the source intends to use to meet applicable pretreatment standards. New sources shall give estimates of the information requested in subdivisions (4) and (5) of this Section. All of the following information shall be submitted pursuant to this Section.

- (1) The name and address of the facility including the name of the operator and owners.
- (2) A list of any environmental control permits held by or for the facility.
- (3) A brief description of the nature, average rate of production, and standard industrial classification of the operation or operations carried out by the nondomestic User. The description shall include a facility drawing and schematic process diagram that indicates points of discharge to the POTW and from which processes the discharges originate.
- (4) Information showing the measured average daily and maximum daily flow, in gallons per day, to the POTW for each of the following:

- (a) Regulated process streams.
 - (b) Other streams as necessary to allow use of the combined wastestream formula specified in R 323.2311(6). ~~The YCUA or Superior Township~~ may allow for verifiable estimates of these flows where justified by cost or feasibility considerations.
- (5) All of the following information shall be provided with respect to the measurement of pollutants:
- (a) The identity of the pretreatment standards, including state or local standards, applicable to each regulated process.
 - (b) The results of sampling and analysis identifying the nature and concentration or mass, where required by the standard or ~~the YCUA or Superior Township~~, of regulated pollutants in the discharge from each regulated process. Both daily maximum and average concentration or mass, where required, shall be reported. The sample shall be representative of daily operations.
 - (c) A minimum of 4 grab samples shall be used for pH, cyanide, total phenols, oil and grease, sulfide, and volatile organics. For all other pollutants, 24-hour composite samples shall be obtained through flow-proportional composite sampling techniques. ~~The YCUA or Superior Township~~ may waive flow-proportional composite sampling for any nondomestic User that demonstrates that time-proportional sampling is representative of the discharge during the sampling period. Samples obtained through time-proportional composite sampling techniques or through a minimum of 4 grab samples may be approved by the Director or designee when the User demonstrates that this will provide a representative sample of the effluent being discharged.
 - (d) With the exception of the pollutants specified in paragraph ~~Ⓢ(c)~~ of this subsection, the User shall take a minimum of ~~one~~ representative sample to compile the data necessary to comply with the requirements of this ~~sub-section~~subsection.
 - (e) Samples should be taken immediately downstream from pretreatment facilities if the facilities exist or immediately downstream from the regulated process if pretreatment facilities do not exist. If other wastewaters are mixed with the regulated wastewater before pretreatment, the nondomestic User should measure the flows and concentrations necessary to allow use of the combined wastestream formula specified in R 323.2311(7) to evaluate compliance with the pretreatment standards. Where an alternate concentration or mass limit has been calculated in accordance with R

323.2311(5), the adjusted limit and supporting data shall be submitted to the YCUA ~~or Superior Township~~.

- (f) Sampling and analysis shall be performed in accordance with the techniques prescribed in 40 C.F.R. part 136 ~~(March 26, 2007)~~. Where 40 C.F.R. part 136 ~~(March 26, 2007)~~ does not contain sampling or analytical techniques for the pollutant in question, or where the EPA determines that the Part 136 ~~(March 26, 2007)~~ sampling and analytical techniques are inappropriate for the pollutant in question, sampling and analysis shall be performed by using validated analytical methods or any other applicable sampling and analytical procedures, including procedures suggested by the YCUA ~~or Superior Township~~ or other parties, approved by the EPA.
 - (g) The YCUA ~~or Superior Township~~ may allow the submission of a baseline report that utilizes only historical data if the data provides information sufficient to determine the need for industrial pretreatment measures.
 - (h) The baseline report shall indicate the time, date, and place of sampling and the methods of analysis and shall certify that the sampling and analysis is representative of normal work cycles and expected pollutant discharges to the POTW.
- (6) A statement, reviewed by an authorized representative of the nondomestic User and certified by a qualified professional, indicating whether pretreatment standards are being met on a consistent basis and, if not, whether additional operation and maintenance or additional pretreatment is required for the nondomestic User to meet the pretreatment standards and requirements.
- (7) If additional pretreatment or operation and maintenance will be required to meet the pretreatment standards, the shortest schedule by which the nondomestic User will provide such additional pretreatment or operation and maintenance. The completion date in the schedule shall not be later than the compliance date established for the applicable pretreatment standard. All of the following conditions shall apply to compliance schedules:
- (a) The schedule shall contain increments of progress in the form of dates for the commencement and completion of major events leading to the construction and operation of additional pretreatment required for the nondomestic User to meet the applicable categorical pretreatment standards. The events may include any of the following: (i) The hiring of an engineer; (ii) Completing preliminary plans; (iii) Completing final plans; (iv) Executing contracts for major components; (v) Commencing construction; (vi) Completing construction; or (vii) Other similar major events;
 - (b) An increment referred to in this sub-section shall not be more than 9 months

- (c) Not later than 14 days following each date in the schedule and the final date for compliance, the nondomestic User shall submit a progress report to the YCUA~~-or Superior Township~~, including, at a minimum, whether or not the User complied with the increment of progress to be met on a particular date and, if not, the date on which the User expects to comply with the increment of progress, the reason for delay, and the steps being taken by the nondomestic User to return the construction to the schedule established. Not more than 9 months shall elapse between progress reports to the YCUA~~-or Superior Township~~.
- (8) Where the nondomestic User's categorical pretreatment standard has been modified by a removal allowance under R 323.2311(7) or a fundamentally different factors variance under R 323.2313(b) at the time the nondomestic User submits the report required by this rule, the information required by subdivisions (6) and (7) of this section shall pertain to the modified limits.
- (9) Any changes to information requested under subdivisions (1) to (5) of this section shall be submitted by the nondomestic User to the YCUA~~-or Superior Township~~ within 60 days.

Section 169-88 Additional reporting required and periodic report requirements.

- (1) Within 90 days following the date for final compliance with applicable categorical pretreatment standards or, in the case of a new source, following commencement of the introduction at of wastewater into the sewage works, POTW or the WWTP, any nondomestic User subject to pretreatment standards and requirements shall submit to the Director and/or the YCUA~~-or Superior Township~~ a report containing the information required in subsections (4) through (6), inclusive, of Section 169-87 of this Ordinance. For Industrial Users subject to equivalent mass or concentration limits established by the YCUA~~-or Superior Township~~ in accordance with the procedures in R 323.2311(5) of the Part 23 Rules promulgated under the State Act or otherwise established by the Act or the State Act or rules promulgated thereunder, the report shall contain a reasonable measure of the nondomestic User's long-term production rate. For all other nondomestic Users subject to categorical pretreatment standards expressed in terms of allowable pollutant discharge per unit of production, or other measure of operation, the report shall include the nondomestic User's actual production during the appropriate sampling period.
- (2) The YCUA~~-or Superior Township~~ may impose mass limitations on Users which are using dilution to meet applicable pretreatment standards or requirements, or in other cases in which the imposition of mass limitations is appropriate.
- (3) All of the following provisions shall apply to periodic reports on continued compliance:

- (a) Any nondomestic User subject to a categorical pretreatment standard after the compliance date of the pretreatment standard or, in the case of a new source, after commencement of the discharge into the publicly owned treatment works shall submit, to the YCUA ~~or Superior Township~~ semiannually, unless required more frequently in the pretreatment standard or by the YCUA~~or Superior Township~~, a report indicating the nature and concentration of pollutants in the effluent that are limited by the categorical pretreatment standards. In addition, the report shall include a record of measured or appropriately estimated average and maximum daily flows for the reporting period for the discharge reported in subsection 169-187 (4) or this Ordinance, except that ~~the YCUA or Superior Township~~ may require more detailed reporting of flows.
- (b) ~~Where the YCUA or Superior Township~~ has imposed mass limitations on nondomestic Users as provided for by R 323.2311(5) of the Part 23 Rules promulgated under the State Act or where such limitations are otherwise established by the Act or the State Act or Rules promulgated thereunder, the report required by subsection (1) immediately above shall indicate the mass of pollutants regulated by pretreatment standards in the discharge from the nondomestic User.~~++~~
- (c) For nondomestic Users subject to equivalent mass or concentration limits established by the YCUA or ~~Superior Township or~~ under the Act or the State Act or Rules promulgated thereunder, the report required by subsection (1) immediately above shall contain a reasonable measure of the nondomestic User's' long-term production rate. For all other nondomestic Users subject to categorical pretreatment standards expressed only in terms of allowable pollutant discharge per unit of production, or other measure of operation, the report required by subsection (1) immediately above shall include the nondomestic User's actual average production rate for the reporting period.
- (4) All categorical and non-categorical nondomestic Users shall notify the YCUA ~~or Superior Township~~ immediately of all discharges that could cause problems to the POTW, including any slug loadings.
- (5) All of the following provisions apply to Significant Industrial Users that are Categorical Industrial Users or Non-categorical Industrial Users in ~~regards~~regard to monitoring and analysis to demonstrate continued compliance:
 - (a) The reports required in Section 169-87 or this Ordinance or in this Section shall contain the results of sampling and analysis of the discharge, including the flow and the nature and concentration, or production and mass where requested by the YCUA~~or Superior Township~~, of pollutants contained in the discharge that are limited by the applicable pretreatment standards. The sampling and analysis may be performed by the YCUA ~~or Superior Township~~

instead of the nondomestic User. Where the YCUA ~~or Superior Township~~ elects to perform the required sampling and analysis instead of the nondomestic User, the nondomestic User will not be required to submit the compliance certification required under Section 169-87 (6) and subsection (1) of this Section. In addition, where the YCUA ~~or Superior Township~~ collects all the information required for the report, including flow data, the nondomestic User will not be required to submit the report. The YCUA ~~or Superior Township~~ shall provide, to the nondomestic User, within 10 days after the results are available, the results of any sampling the YCUA ~~or Superior Township~~ performs for nondomestic User self-monitoring that show a violation of any pretreatment standard. Any certification required by a categorical pretreatment standard shall be included with the semiannual compliance reports.

- (b) If sampling performed by a nondomestic User indicates a violation of pretreatment standards, the nondomestic User shall notify the YCUA ~~or Superior Township~~ within 24 hours of becoming aware of the violation.
- (c) The nondomestic User shall also repeat the sampling and analysis and submit the results of the repeat analysis to the YCUA ~~or Superior Township~~ within 30 days after becoming aware of the violation; however, the nondomestic User is not required to resample if the YCUA ~~or Superior Township~~ performs sampling at the nondomestic User at a frequency of at least once per month or if the YCUA ~~or Superior Township~~ performs sampling at the nondomestic User between the time when the nondomestic User performs its initial sampling and the time when the nondomestic User receives the results of the sampling.
- (d) The reports required in subsection (c) of this Section shall be based upon data obtained through appropriate sampling and analysis performed during the period covered by the report, which data is representative of conditions occurring during the reporting period. The YCUA ~~or Superior Township~~ may require a frequency of monitoring that is necessary to assess and assure compliance by nondomestic Users with applicable pretreatment standards and requirements.
- (e) All analyses shall be performed in accordance with procedures established by the ~~E.P.A.EPA~~ pursuant to section 304(h) of the clean water act and contained in 40 C.F.R. part 136 ~~(March 26, 2007)~~ or with any other test procedures approved by the ~~E.P.A.EPA~~. Sampling shall be performed in accordance with the techniques approved by the ~~E.P.A.EPA~~. Where the provisions of 40 C.F.R. part 136 ~~(March 26, 2007)~~ do not include sampling or analytical techniques for the pollutants in question, or where the ~~E.P.A.EPA~~ determines that the part 136 ~~(March 26, 2007)~~ sampling and analytical techniques are inappropriate for the pollutant in question, sampling and analyses shall be performed using

validated analytical methods or any other sampling and analytical procedures, including procedures suggested by the YCUA or ~~Superior Township~~ or other parties and approved by the ~~E.P.AEPA~~.

- (f) If a nondomestic User monitors any pollutant more frequently than required by the YCUA ~~or Superior Township~~ using the procedures prescribed in subsection (d) immediately above, the results of the monitoring shall be included in the report.
- (6) A minimum of one (1) grab samples shall be used for pH, cyanide, total phenols, oil and grease, sulfide, and volatile organics. For all other pollutants, 24-hour composite samples shall be obtained through flow-proportional composite sampling techniques. The YCUA ~~or Superior Township~~ may waive flow-proportional composite sampling for any nondomestic user that demonstrates that time-proportional sampling is representative of the discharge during the sampling period. Samples obtained through time-proportional composite sampling techniques or through a minimum of 4 grab samples may be approved by the Director or designee when the user demonstrates that this will provide a representative sample of the effluent being discharged.
- (7) The YCUA ~~or Superior Township~~ may require appropriate reporting from nondomestic Users that have discharges, which are not subject to categorical pretreatment standards. Significant industrial Users shall submit, to the YCUA ~~or Superior Township~~, at least semiannually, a description of the nature, concentration, and flow of the pollutants required to be reported by the YCUA ~~or Superior Township~~. The reports shall be based on sampling and analysis performed in the period covered by the report and performed in accordance with the techniques described in 40 C.F.R. part ~~136 (March 26, 2007):136 as amended~~. Where the provisions of 40 C.F.R. part 136 ~~(March 26, 2007)~~ do not contain sampling or analytical techniques for the pollutant in question, or where the ~~E.P.AEPA~~ determines that the part 136 ~~(March 26, 2007)~~ sampling and analytical techniques are inappropriate for the pollutant in question, sampling and analysis shall be performed by using validated analytical methods or any other applicable sampling and analytical procedures, including procedures suggested by the YCUA or ~~Superior Township~~ or other persons and approved by the ~~E.P.AEPA~~. The sampling and analysis may be performed by the YCUA ~~or Superior Township~~ instead of the significant Industrial User. Where the YCUA ~~or Superior Township~~ collects all of the information required for the report, the Significant Industrial User will not be required to submit the report. The YCUA ~~or Superior Township~~ shall provide, to the nondomestic User, within 10 days after the results are available, the results of any sampling it performs for nondomestic User self-monitoring that show a violation of any pretreatment standard. Where ~~the YCUA or Superior Township~~ performs sampling for a Significant Industrial User, ~~the YCUA or Superior Township~~ must perform any required repeat sampling and analysis within thirty (30) days of becoming aware of a violation.

- (8) All periodic compliance reports shall be certified and signed by the authorized representative of the industrial user. The authorized representative shall state the following certification when submitting the periodic compliance reports to ~~the YCUA or Superior Township~~: *"I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather ~~bandand~~ evaluate the information submitted. Based on my ~~inquire of inquiry about~~ the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.*

Section 169-89 Powers of the YCUA ~~or Superior Township~~.

Wastewater discharges shall be expressly subject to all provisions of this Ordinance, the Act and State Act and all other applicable regulations, rules, plans, programs and orders established by the YCUA ~~or Superior Township~~. The YCUA ~~or Superior Township~~ may:

- (1) Limit the average and maximum wastewater constituents and characteristics.
- (2) Limit the average and maximum rate and time of discharge or make requirements for flow regulations and equalization.
- (3) Require the installation and maintenance of inspection and sampling facilities.
- (4) Establish specifications for monitoring programs which may include sampling locations, frequency of sampling, number, types and standards for tests and reporting schedule.
- (5) Establish compliance schedules.
- (6) Require submission of technical reports or discharge reports.
- (7) Require the maintaining, retaining and furnishing of plant records relating to wastewater discharge as specified by the YCUA ~~or Superior Township~~, and affording ~~the YCUA or Superior Township~~ access thereto, and copying thereof.
- (8) Require notification of slug discharges and accidental spills.
- (9) Require other conditions as deemed appropriate by the YCUA ~~or Superior Township~~ to ensure compliance with this Ordinance, the Act and the State Act. The YCUA ~~or Superior Township~~ shall require notification of the YCUA ~~or Superior Township~~ for any new introduction of wastewater constituents or any substantial change in the volume or character of the wastewater constituents being introduced into the wastewater treatment system.

(10) Take any other action, including enforcement action, required or authorized by this article.

Section 169-90 Sampling and monitoring facilities may be required.

The YCUA ~~or Superior Township~~ shall, when determined necessary by the Director, require to be provided and operated at the User's own expense, monitoring facilities to allow inspection, sampling, and flow measurement of the building sewer and/or internal drainage systems. The facility, sampling, and measuring equipment shall be maintained at all times in a safe and proper operating condition at the expense of the User. Whether constructed on public or private property, the sampling and monitoring facilities shall be provided in accordance with plans and specifications submitted to and approved by the YCUA ~~or Superior Township~~ and all applicable local construction standards and specifications. Construction shall be completed within 90 days following written notification by the YCUA ~~or Superior Township~~.

Section 169-91 Right to access of facilities for inspection, sampling, records examination, record copying or other duties.

The YCUA ~~or Superior Township~~ shall inspect the facilities of any User to ascertain whether the purpose of this Ordinance is being met and all requirements are being complied with. Persons or occupants of premises where wastewater is created or discharged shall allow the YCUA or ~~Superior Township~~ or its representative ready access at all reasonable times to all parts of the premises for the purposes of inspection, sampling, records examination, records copying or in the performance of any of their duties. The YCUA ~~or Superior Township~~, ~~DNRE, EGLE~~ and EPA shall have the right to set up on the User's property, at the User's expense, such devices as are necessary to conduct sampling inspection, compliance monitoring and/or metering operations. Where a User has security measures in force which would require proper identification and clearance before entry into their premises, the User shall make necessary arrangements with their security guards or other appropriate personnel so that upon presentation of suitable identification, personnel from the YCUA ~~or Superior Township~~, ~~DNRE, EGLE~~ and EPA will be permitted to enter, without delay, for the purposes of performing their specific responsibilities.

Section 169-92 Compliance with Ordinance provisions required.

- (1) Industrial Users shall provide necessary wastewater treatment as required to comply with this Ordinance, the Act and State Act and shall achieve compliance with all pretreatment standards within the time limitations ~~as~~ specified by the federal pretreatment regulations and as required by the YCUA, the Act or the State Act. Any Industrial User that qualifies as a new source is required to have pretreatment equipment installed and operational before discharging and shall be in full compliance within 90 days of initial discharge. Any facilities required to pretreat wastewater to a level acceptable to the YCUA shall be provided, operated, and maintained at the User's expense. Detailed plans showing the pretreatment facilities

and operating procedures shall be submitted to the YCUA for review; and shall be approved by the YCUA before construction of the facility. The review of such plans and operating procedures will in no way relieve the User from the responsibility of modifying the facility as necessary to produce an effluent acceptable to the YCUA under the provisions of this Ordinance, the Act or the State Act. Any subsequent changes in the pretreatment facilities or method of operation shall be reported to and be acceptable to the YCUA prior to the User's initiation of the changes.

- (2) As required by Section 403.8(D)(viii) of the Federal Register, the YCUA shall publish at least annually in a newspaper(s) of general circulation that provides meaningful public notice within the jurisdiction(s) served by the POTW of the Industrial Users, which during the previous 12 months, were in significant noncompliance with any applicable pretreatment requirements. All records relating to compliance with pretreatment standards shall be made available to officials of the EPA or ~~DNREEGLE~~ upon request.

Section 169-93 Confidentiality of Information.

Information and data on a User obtained from reports, questionnaires, permit applications, permits and monitoring programs and from inspections shall be available to the ~~DNREEGLE~~ and the EPA without restriction and shall be available to the public without restriction unless the User specifically requests and is able to demonstrate to the satisfaction of the Director that the release of such information would divulge information, processes or methods of production entitled to protection as trade secrets of the User, in accord with applicable provisions of the state freedom of information act, Public Act 442 of 1976, as amended and Rule 323.2314 of the Part 23 Rules promulgated under the State Act.

Section 169-94 Enforcement by Township and YCUA.

All orders, directives, legal and/or equitable actions, which are necessary and appropriate to enforce this Ordinance, the Act and State Act shall be carried out by the YCUA and/or the Township. Nothing contained in subsection (a) of this section shall preclude the Township or the YCUA from instituting, maintaining or joining any legal and/or equitable actions to enforce this Ordinance, the Act and State Act.

Section 169-95 Records, accounts, audits, classification of Users, insurance.

- (1) The YCUA will maintain and keep proper books of records and accounts, separate from all other records and accounts, in which shall be made full and correct entries of all transactions relating to the POTW. The YCUA will cause an annual audit of such books of record and account for the preceding operating year to be made by a recognized independent certified public accountant; and will supply such audit report to authorized public officials on request.

- (2) In conjunction with the audit there shall be an annual review of the sewer charge system for adequacies meeting expected expenditures for the following year.
- (3) Classification of old and new Industrial Users may also be reviewed annually.
- (4) The YCUA ~~or Superior Township~~ will maintain and carry insurance on all physical properties of the system, of the kinds and in the amounts normally carried by public utility companies and municipalities engaged in the operation of sewage disposal systems.
- (5) Retention of Records - A User shall retain records of all monitoring information, including, all calibration and maintenance records and all original strip chart recordings for continuous monitoring instrumentation, copies of all reports required by this Ordinance, an order, or a permit, all documentation associated ~~ith~~with Best Management Practices, and the records of all data used to complete the application for a permit, for a period of at least three years from the date of a sample, measurement, report application or orders. This period may be extended by the Ypsilanti Community Utilities Authority at any time.

Section 169-96 Powers and authority of inspectors.

The Director and other duly authorized employees of the ~~Ypsilanti Community Utilities Authority~~YCUA bearing proper credentials and identification shall be permitted to enter upon all properties for the purpose of inspection, observation, measurement, sampling, and testing in accordance with the provisions of this Ordinance, the Act and State Act.

Section 169-97 Enforcement Process.

- (1) Emergency Suspension~~→~~. The Director may suspend the wastewater treatment service and/or any permit issued under this Ordinance when such a suspension is necessary, in the opinion of the Director, in order to stop an actual or threatened discharge that presents or may present an imminent or substantial danger to the health or welfare of persons or the environment, the POTW, or constitutes a violation of any condition of a NPDES or other permit, this Ordinance, the Act or State Act. Any User notified of a suspension of wastewater treatment services or a permit shall immediately stop or eliminate its discharge into a ~~Township or~~YCUA sanitary sewer. If a User fails to immediately comply with such a suspension order and as required in this section, the YCUA ~~or Superior Township~~ shall take such steps as deemed necessary, including immediate termination or severance of the User's sewer connection to prevent or minimize damage to any person, the POTW or the environment. The YCUA ~~or Superior Township~~ shall allow the User to recommence its discharge upon receipt of proof of compliance with this Ordinance and the elimination of the discharge and/or identified danger. A User whose wastewater treatment service or permit has been suspended under this Ordinance shall submit, within fifteen (15) days of the suspension, a written statement to the Director

describing the causes of the harmful discharge and the measures taken to prevent future harmful discharges in addition to other information required by this Ordinance or otherwise required by the Act or State Act under such circumstances.

- (2) Notice Letter~~—~~. The minimum enforcement response that the Director or his/her designee will use to notify a User that a violation of the local applicable sewer use ordinance or ~~the YCUA or Superior Township~~ Industrial Pretreatment Program has occurred or is occurring.
- (3) Notification of Violation~~—~~. Whenever the Director finds that any User has violated or is violating any provision of this Ordinance or a wastewater discharge permit, an order issued under this Ordinance, the Act or State Act, the Director may serve upon said User written notice of the violation. Within thirty (30) days of receipt of such notice the User shall submit to the Director or designee an explanation of the violation and a written plan for satisfactory correction. Submission of this plan does not relieve the User of liability for any violations occurring before or after receipt of the notice of violation or as otherwise provided in this Ordinance, the Act or State Act.
- (4) Show Cause Order~~—~~. The Director may order any User violating this Ordinance or the IPP a permit, an order issued under this Ordinance, the Act, or State Act, to show cause why a proposed enforcement action should not be taken. The show cause notice shall require the User to appear before the Director for a show cause meeting within a reasonable time, not less than ten (10) days after first class mailing of the order to the User's recorded or last known address. Enforcement action may be pursued whether or not a User appears at a show cause meeting and issuance of a show cause order does not relieve the User of liability for any violation occurring before or after receipt of the notice or as otherwise provided in this Ordinance, the Act, or State Act.
- (5) Consent Order. The Director is empowered to enter into Consent Orders, Assurances of Voluntary Compliance and other similar documented agreements establishing an agreement with a User responsible for non-compliance with an order, permit, this Ordinance, the Act or State Act. Such a document may include compliance schedules, stipulated fines or penalties, the amount of which shall not be limited by the civil fine assessment provision of this Ordinance, remedial actions and signatures of the Director and User. Consent Orders or similar documented agreements prepared and executed under this section shall have the same force and effect as other orders issued under this Ordinance.
- (6) Compliance Order~~—~~. When the Director finds that a User has violated or continues to violate this Ordinance, a permit, an order issued under this Ordinance, the Act or State Act, an order may be issued to the User directing that, following a specified time period, sewer service shall be discontinued unless adequate treatment facilities, devices or other related appurtenances have been installed and are properly operated and compliance is otherwise achieved. Such an order may contain other

requirements as might be reasonably necessary and appropriate to address the non-compliance, including, but not limited to, the installation of pretreatment technology, additional self-monitoring and new management practices. Issuance of a compliance order does not relieve the User of liability for any violation occurring before or after receipt of the notice or as otherwise provided in this Ordinance, the Act or State Act.

- (7) Cease and Desist Order~~→~~. When the Director finds that a User has violated or continues to violate this Ordinance, a permit, an order issued under this Ordinance, the Act or State Act, an order may be issued to the User responsible for the violation directing that such violations cease and desist immediately. In an emergency, the order to cease and desist may be given by telephone. In a nonemergency situation, the cease and desist order may be used to suspend or permanently revoke an industrial wastewater discharge permit or permits. A cease and desist order may require the User to take such appropriate remedial or preventive action as may be needed to properly address a continuing or threatened violation, including halting operations and terminating the discharge. Issuance of a cease and desist order does not relieve the User of liability for any violation occurring before or after receipt of the order or as otherwise provided in this Ordinance.
- (8) Termination of Wastewater Discharge Permit~~→~~. Any User who has a permit who violates the following conditions of a wastewater discharge permit or violates this Ordinance, the Act or State Act or any applicable state or federal law or regulation is subject to permit termination:
 - (a) Failure to accurately report wastewater constituents and characteristics;
 - (b) Failure to report significant changes in operations or wastewater constituents and characteristics;
 - (c) Refusal of reasonable access to the User's premises or records for the purpose of inspection, monitoring or sampling or for any other purpose permitted under this Ordinance, the Act or State Act;
 - (d) Failure to comply with an order issued under this Ordinance; or
 - (e) For those reasons stated in Section 169-102 or for any other reason permitting such termination as provided in this Ordinance, the Act or State Act. Such Users shall be notified of the proposed permit termination and shall be offered an opportunity to show cause under the provision of subsection (4) of this Section, why the proposed action should not be taken.
- (9) Administrative Assessments - Notwithstanding any other section of this Ordinance, any User who violates any provision of this Ordinance, a permit, an order issued under this Ordinance, the Act or State Act, shall be liable to the YCUA ~~or Superior Township~~

~~and/or Township~~ for any expense loss or damage occasioned by reason of such violation, including but not limited to reasonable attorney's fees and may be subject to an administrative assessment by the YCUA ~~or Superior Township~~ in an amount of \$1,000 per violation, per day. Each day on which non-compliance shall occur or is continued shall be deemed a separate and distinct violation. Such expense, loss, damage or assessments may be added to a User's sewer service charges and the YCUA ~~and the Township~~ shall have such other collection rights and remedies as designated by law, the Act, the State Act and this Ordinance to collect these sewer service charges.

(10) Judicial Remedies - A person who violates any provision of this Ordinance, a permit, an order issued under this Ordinance, the Act or State Act, is subject to the judicial remedies described below in addition to being responsible for a civil fine assessment or a misdemeanor or any administrative remedy or enforcement action provided for in this Ordinance:

(a) Whenever a User has violated or continues to violate the provisions of this Ordinance, a permit, an order issued under this Ordinance, the Act or the State Act, the Director, through counsel, may petition the Circuit Court for issuance of a preliminary or permanent injunction or both to restrain or compel certain activities on the part of the User. ~~The Superior Township Utility Department Director shall have the Superior Township Supervisor's consent to pursue judicial restraint.~~

(b) Any User who has violated or continues to violate any order or permit issued hereunder may be liable to the YCUA ~~or Superior Township~~ in such judicial proceedings for a civil fine assessment of \$1,000, plus actual damages, direct or indirect, incurred by the YCUA ~~or Superior Township~~, per violation, per day, for as long as the violation continues. Additionally, the YCUA ~~or Superior Township~~ may recover reasonable attorney's fees, court costs and other expenses associated with any enforcement activities, including sampling, monitoring and analysis expenses.

(c) The Director, through counsel, may petition the Circuit Court to impose, assess, and recover such assessments and sums. In determining the amount of liability, the court shall take into account all relevant circumstances, including, but not limited to the extent of harm caused by the violation, the magnitude or duration of the violation, any economic benefit gained by the User through the violation, corrective actions by the User, the compliance history of the User and any other relevant factor. ~~The Superior Township Utility Department Director shall have the Superior Township Supervisor's consent to pursue judicial restraint.~~

(11) Liens - Any fine or other assessment issued or imposed under this Ordinance or other costs or charges imposed under this Ordinance may be added to the User's sewer

service charges and the YCUA ~~or Superior Township~~ shall have such other collection rights and remedies as designated by law and this Ordinance to collect said charges and all unpaid charges, fines, assessments, penalties and service charges shall constitute and may be recorded as a lien against the User's property if not paid within the time frame allocated by the YCUA or Superior Township ~~or a court~~ for payment. The filing of such a lien shall not prevent the YCUA from pursuing other collection remedies.

- (12) Appeals - Any person or User subject to enforcement action under the provisions of this Ordinance, the Act or State Act, except for civil fine assessment notices, consent orders, emergency actions under this Ordinance or judicial actions by the YCUA or Superior Township, may request a hearing before the Director within ten (10) days of receipt of notification of the proposed enforcement action. A hearing shall then be held by the Director concerning the violation, the reasons why the enforcement action has been taken, the proposed enforcement action, and the User's explanation or other relevant evidence. An appeal may be taken from the Director's final decision. The following rules shall apply to the hearing and appeal:
- (a) The Director may issue notices of such a hearing requiring the attendance and testimony of witnesses or the production of evidence relative to the hearing.
 - (b) In the event a request for hearing is not filed within ten (10) days of the User's notice of an enforcement action, failure to file such a request shall be deemed a waiver of any and all hearing or appeal rights established under this Ordinance.
 - (c) A request for hearing shall state the basis for the request, the reasons in support of the request and any alternative relief which the aggrieved party seeks.
 - (d) During the pendency of any hearing process or appeal the User must comply with the enforcement action or the YCUA or Superior Township order from which the appeal is taken.
 - (e) At the hearing, testimony may be taken under oath and recorded stenographically. A transcript of the hearing shall be made available to any member of the public or any party to the hearing upon payment of usual and reasonable charges.
 - (f) After the Director has held such a hearing and reviewed the evidence, he may issue an order affirming, modifying or withdrawing the enforcement action.
 - (g) Within fifteen (15) days from receipt of the Director's final decision, the aggrieved party may appeal the decision to the board stating the grounds on which the appeal is based together with all documents, evidence, transcripts

and information in support of the aggrieved party's position. In addition, the aggrieved party shall file five (5) copies of the appeal and supporting documentation with the board and serve an additional copy on the Director.

- (h) The Director shall have thirty (30) days to respond to the appeal and to submit all evidence, documents and information in support of the Director's decision and shall file five (5) copies with the board and shall serve an additional copy on the aggrieved party.
 - (i) Within thirty (30) days of receiving the Director's response the board shall meet and review all documents and evidence pertaining to the appeal and shall issue an order affirming the Director's order, affirming the Director's order in part and reversing in part, or reversing the Director's order in full. The board shall forward a copy of its decision to all interested parties.
- (13) Industrial Pretreatment Program (IPP) and Enforcement Response Plan (ERP). This Ordinance, the Act and State Act shall also be enforced by the YCUA ~~or Superior Township~~ pursuant to a written Industrial Pretreatment Program adopted by the YCUA ~~or Superior Township~~ as required by the Act and State Act which plan shall include those plan elements required by the Act and State Act including, but not limited to, an Enforcement Response Plan designed to achieve enforcement of that Program. That Enforcement Response Plan shall provide for, at minimum, those powers of enforcement granted by this Ordinance, the Act and State Act.
- (14) "Time Limits: ~~YCUA or Superior Township's~~The YCUA's failure to strictly comply with and/or to meet an enforcement procedure time deadline or other time deadline specified in this Ordinance, the Act, State Act, or the Enforcement Response Plan, shall not prohibit or prevent the YCUA ~~or Superior Township~~ from taking enforcement or other action outside of or not in compliance with such a time deadline, unless the User or permittee in question has been and is able to demonstrate that it has been materially prejudiced by action taken by the YCUA ~~or Superior Township~~ outside of or not in compliance with such a time deadline."

Section 169-98 Surcharges, Fees.

The YCUA Director ~~and/or the Superior Township Board~~ shall also establish appropriate surcharges or fees to reimburse the YCUA ~~or Superior Township~~ for the additional cost of operation and maintenance of the sewage works or POTW due to the violations of this Ordinance, the Act or State Act.

Section 169-99 Requirements for Nondomestic Users.

- (1) All nondomestic Users must notify the Director of the nature and characteristics of their wastewater prior to commencing their discharge. The Director is authorized to prepare a form for this purpose.

- (2) It shall be unlawful for Significant Industrial Users to discharge wastewater, either directly or indirectly, into the sewage works or POTW without first obtaining ~~an Industrial User pretreatment wastewater discharge~~ permit from the YCUA ~~or Superior Township~~. ~~The director may require that other nondomestic users, including, but not limited to, liquid waste haulers to obtain a wastewater discharge permit as necessary to carry out the purposes of this article.~~ Any violation of the terms and conditions of ~~an Industrial User pretreatment wastewater discharge~~ permit shall be deemed a violation of this Ordinance. Obtaining ~~an Industrial User pretreatment wastewater discharge~~ permit does not relieve a permittee of its obligation to obtain other permits required by federal, state or local law.
- (3) The Director may require that other Industrial Users, including liquid waste haulers, obtain ~~Industrial User pretreatment wastewater discharge~~ permits as necessary to carry out the purposes of this Ordinance.
- (4) Any Industrial User located beyond the Ypsilanti Township limits shall submit a permit application within 60 days of the effective date of the ordinance from which this Ordinance is derived. New Industrial Users located beyond the Ypsilanti Township limits shall submit such applications to the Director 60 days prior to discharging into the sewage works or POTW. Upon review and approval of such application, the Director may enter into a contract with the User which requires the User to subject itself to, and abide by this Ordinance, including all permitting, compliance monitoring, reporting, and enforcement provisions contained in this Ordinance, the Act or State Act.
- (5) Any Significant Industrial User which discharges nondomestic waste into the sewage works or POTW prior to the effective date of the ordinance from which this Ordinance is derived and who wishes to continue such discharges in the future, shall, within 90 days after such date, apply to the YCUA for an Industrial User pretreatment permit and shall not cause or allow discharges to the POTW to continue after 180 days from and after the effective date of the ordinance from which this Ordinance is derived except in accordance with a permit issued by the Director.
- (6) Any Significant Industrial User proposing to begin or recommence discharging nondomestic wastes into the sewage works or POTW must obtain a pretreatment permit prior to beginning or recommencing such discharge. An application for this permit must be filed at least 60 days prior to the anticipated start-up date.

Section 169-100 Application.

- (1) In order to be considered for a pretreatment permit, all Industrial Users required to have a permit must submit the information required by Section 169-85 on an application form approved by the Director

- (2) When required, plans must be certified for accuracy by a state - registered professional engineer.
- (3) All applications must contain the following certification statement and be signed by an authorized representative of the Industrial User: "I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."
- (4) The Director will evaluate the data furnished by the Industrial User and may require additional information. After evaluation of the data furnished, the Director may issue an Industrial User pretreatment permit subject to terms and conditions provided herein.
- (5) At the time an application for a permit is made, the User shall pay to the YCUA a permit fee in an amount established from time to time by the board, which fee shall be refunded to the User in the event the permit is denied. In addition to the above-stated permit fee, the User shall pay to the YCUA a nonrefundable permit application fee equal to the YCUA's expenses, and the YCUA expenses incurred in hiring laboratories, engineers, or other consultants, for the purpose of evaluating the permit application submitted by the User to the YCUA.

Section 169-101 Contents.

Pretreatment permits shall include such conditions as are reasonably deemed necessary by the Director to prevent pass through or interference, protect the quality of the water body receiving the POTW' s effluent, protect worker health and safety, facilitate POTW sludge management and disposal, protect ambient air quality, and protect against damage to the POTW collection system or plant and ensure compliance with this Ordinance, the Act and State Act. Permits shall contain a statement of the duration of the permit which shall not be more than 5 years; a statement of permit non transfer ability without prior notification to the YCUA ~~or Superior Township~~ and provision of a copy of the existing permit to the new owner or operator; effluent limits based on applicable general pretreatment standards, categorical pretreatment standards, local limits, and state and local law; self monitoring, sampling, reporting, notification, and record keeping requirements, including identification of the pollutants to be monitored, sampling location, sampling frequency, and sample type, based on the applicable general pretreatment standards, categorical pretreatment standards, local limit, and state and local law; and a statement of applicable civil and criminal penalties for violation of pretreatment standards and requirements and any applicable compliance

schedule. The schedule may not extend the compliance date beyond applicable federal or state deadlines. Permits may contain, but need not be limited to, the following:

- (1) Limits on the average and/or maximum rate of discharge, time of discharge, and/or requirements for flow regulation and equalization.
- (2) Limits on the average and/or maximum concentration, mass, or other measure of identified wastewater constituents or properties.
- (3) Requirements for the installation of pretreatment technology or construction of appropriate containment devices, or similar requirements designed to reduce, eliminate, or prevent the introduction of pollutants into the sewage works or POTW.
- (4) Development and implementation of spill control plans or other special conditions including additional management practices necessary to adequately prevent accidental, unanticipated, or routing discharges.
- (5) The unit charge or schedule of User charges and fees for the management of the wastewater discharged to the sewage works or POTW.
- (6) Requirements for installation and maintenance of inspection and sampling facilities.
- (7) Specifications for monitoring programs which may include sampling locations, frequency of sampling, number, types, and standards for tests, and reporting schedules.
- (8) Compliance schedules.
- (9) Requirements for submission of technical reports or discharge reports.
- (10) Requirements for maintaining and retaining plant records relating to wastewater discharge as specified by the Director and affording the Director, or his representatives, access thereto.
- (11) Requirements for notification of any new introduction of wastewater constituents or of any substantial change in the volume or character of the wastewater being introduced in the sewage works or POTW.
- (12) Requirements for the notification of any change in the manufacturing and/or pretreatment process used by the permittee.
- (13) Requirements for notification to ~~the YCUA or Superior Township~~ of excessive, accidental, or slug discharges.

- (14) Other conditions as deemed appropriate by the Director to ensure compliance with this Ordinance and state and federal laws, rules, and regulations, including the Act and State Act.
- (15) A statement that compliance with the permit does not relieve the permittee of responsibility for compliance with all applicable federal, State or local pretreatment standards or limits, including those which become effective during the term of the permit.

Section 169-102 Issuance process.

- (1) Permits shall be issued for a specified time period, not to exceed five years. A permit may be issued for a period less than five years, at the discretion of the Director.
- (2) The Director will provide all interested persons with notice of final permit terms. Upon notice by the Director, any person, including the Industrial User, may petition to appeal the terms of the permit within 30 days of the notice.
 - (a) Failure to submit a timely petition for review shall be deemed to be a waiver of the appeal.
 - (b) In its petition, the appealing party must indicate the permit provisions objected to, the reasons for this objection, and the alternative condition, if any, it seeks to be placed in the permit.
 - (c) The effectiveness of the permit shall not be stayed pending reconsideration by the board. If, after considering the petition and any arguments put forth by the Director, the board determines that reconsideration is proper, it shall remand the permit back to the Director for reissuance. Those permit provisions being reconsidered by the Director shall be stayed pending reissuance.
 - (d) A board's decision not to reconsider a final permit shall be considered final administrative action for purposes of judicial review.
- (3) The Director may modify or terminate the permit for good cause including, but not limited to, the following:
 - (a) To incorporate any new or revised federal, state or local pretreatment standards or requirements.
 - (b) Material or substantial alterations or additions to the discharger's operation processes, or discharge volume or character which were not considered in drafting the effective permit.

- (c) A change in any condition in either the Industrial User or the POTW that requires either a temporary or permanent reduction or elimination of the authorized discharge.
 - (d) Information indicating that the permitted discharge poses a threat to the sewage works or POTW or POTW personnel or the receiving waters.
 - (e) Violation of any terms or conditions of the permit.
 - (f) Misrepresentation or failure to disclose fully all relevant facts in the permit application or in any required reporting.
 - (g) Revision of or a grant of variance from such categorical standards pursuant to 40 CFR 403.13.
 - (h) To correct typographical or other errors in the permit.
 - (i) To reflect transfer of the facility ownership and/or operation to new owner/operator.
 - (j) Upon request of the permittee, provided such request does not create a violation of any applicable requirements, standards, laws, or rules and regulations.
 - (k) Falsifying self-monitoring reports.
 - (l) Tampering with monitoring equipment.
 - (m) Refusing to allow timely access to the facility premises and records.
 - (n) Failure to meet effluent limitations.
 - (o) Failure to pay fines.
 - (p) Failure to pay sewer charges.
 - (q) Failure to meet compliance schedules.
 - (r) As provided in Section 169-97.
- (4) The filing of a request by the permittee for a permit modification, revocation and reissuance, or termination, or a notification of planned changes or anticipated noncompliance, does not stay any permit condition.
 - (5) Permits may be reassigned or transferred to a new owner and/or operator with prior approval of the Director, if

- (a) The permittee must give at least 30 days advance notice to the Director; and
 - (b) The notice must include a written certification by the new owner which:
 - (i) States that the new owner has no immediate intent to change the facility's operations and processes.
 - (ii) Identifies the specific date on which the transfer is to occur.
 - (iii) Acknowledges full responsibility for complying with the existing permit.
- (6) The User shall apply for permit reissuance by submitting a complete permit application a minimum of 90 days prior to the expiration of the User's existing permit. An expired permit will continue to be effective and enforceable until the permit is reissued, if:
- (a) The Industrial User has submitted a complete permit application at least 90 days prior to the expiration date of the User's existing permit; and
 - (b) The failure to reissue the permit, prior to expiration of the previous permit, is not due to any act or failure to act on the part of the Industrial User.
- (7) Nothing in this Ordinance shall be construed as preventing any special agreement or arrangement between the POTW and any User whereby wastewater of unusual strength or character is accepted into the POTW and specially treated and subject to any payments or User charges, as may be applicable. However, no discharge which violates pretreatment standards will be allowed under the terms of such special agreements. If, in the opinion of the Director, the wastewater may have the potential to cause or result in any of the following circumstances, no such special agreement will be made:
- (a) Pass through or interference; or
 - (b) Endanger municipal employees or the public.

Section 169-103 Penalty for Violation of Ordinance; Liability of User.

- (1) Any person who violates any provision of this Ordinance, a permit, an order issued under this Ordinance, the Act or State Act, shall become liable to the ~~Township~~YCUA for and may be subject to a civil fine assessment of \$1000.00 per violation, per day, plus any costs, damages and expenses, direct or indirect, incurred by the Township or ~~the~~YCUA in connection with the violation. Each day on which a violation continues shall be deemed a separate and distinct violation.
- (2) Any person who violates any provision of this Ordinance that is listed below shall be guilty of a misdemeanor, and upon conviction is subject to a fine of not more than

\$500, exclusive of any civil fine assessment or other costs, damages and expenses, or by imprisonment for not more than ninety (90) days, or both. Misdemeanor violations include:

- (a) intentional unpermitted discharge;
- (b) falsification of a monitoring report or the making of any false statement, representation or certification in any application, record, report, plan or other document filed or required to be maintained pursuant to this ordinance;
- (c) improper sampling, with evidence of intent to falsify or mislead;
- (d) intentional failure to install monitoring equipment after a deadline established by an order issued under this ordinance or the tampering with or knowingly rendering inaccurate any monitoring device or equipment or method required under this ordinance;
- (e) intentional recurring violation of a compliance schedule in a permit or a violation of a compliance schedule in an order issued under this ordinance; or
- (f) illegal discharge when the discharge causes harm and there is evidence of intent.

Section 169-104 Funding/Fees

- (1) The purpose of this section is to provide for the recovery of costs from Users of the POTW. The applicable charges or fees established by the Board shall be sufficient to meet the costs of the operation, maintenance, improvement or replacement of the system, or as provided by law or by Board action.
- (2) The Board shall adopt charges and fees which shall include, but not necessarily limited to
 - (a) Fees for reimbursement of costs of establishing, operating, maintaining, or improving the ~~YCUA or Superior Township's~~ YCUA's Industrial Pretreatment Programs; and Enforcement Response Plan.
 - (b) User fees based upon volume of waste and concentration or quantity of specific pollutants in a discharge, and to cover other treatment costs including sludge handling and disposal; and
 - (c) Reasonable fees for reimbursement of costs for enforcement hearings or other enforcement action including, but not limited to, expenses regarding hearings officers, court reporters, attorney fees and transcriptions; and

- (d) Other fees, which the Board may deem necessary, to carry out the requirements contained herein and continued in other IPP & ERP, or as may be required by law.

DIVISION 3. BUILDING SEWERS AND CONNECTIONS

Section 169-105 Connection to public sewer required.

The owner of all houses, buildings, or properties used for human occupancy, employment, recreation or other purposes situated within the Township and abutting on any street, alley or right-of-way in which there is now located or may in the future be located a public sanitary sewer of the Township, is hereby required at their expense to install suitable sewage facilities therein, and to connect such facilities directly with the proper public sewer in accordance with the provisions of this article, within 90 days after the date of official notice to do so, provided that the public sewer is within 200 feet of the property line.

Section 169-106 Permit Required.

No unauthorized person shall uncover, make any connections with or opening into, use, alter, or disturb any public sewer or appurtenance thereof or any part of the sewage works or POTW without first obtaining a written permit from the Director.

Section 169-107 Classes of Permits; Application; Fees.

There shall be two classes of building sewer permits: (1) For residential and commercial service; and (2) For service to establishments producing industrial wastes. In either case, the owner or his agent shall make application on a special form furnished by the ~~Township or~~ YCUA. The permit application shall be supplemented by any plans, specifications, or other information considered pertinent, in the judgment of the ~~Township or~~ YCUA. A permit and inspection fee for a residential or commercial building sewer permit and for an industrial building sewer permit shall be paid to the Township at the time the application is filed.

Section 169-108 Costs of Connection to be Borne By Owner; Indemnification of Township and YCUA.

All costs and expenses incident to the installation and connection of the building sewer shall be borne by the owner. The owner shall indemnify the Township and the YCUA from any loss or damage that may directly or indirectly be occasioned by the installation of the building sewer.

Section 169-109 Separate building sewer for each building required; exception.

A separate and independent building sewer shall be provided for every building; except where one building stands at the rear of another on an interior lot and no private sewer is available or can be constructed to the rear building through an adjoining alley, court, yard,

or driveway, the building sewer from the front building may be extended to the rear building and the whole considered as one building sewer.

Section 169-110 Use of Old Building Sewers with New Buildings.

Old building sewers may be used in connection with new buildings only when they are found, on examination and test by the ~~Township or~~ YCUA, to meet all requirements of this Ordinance .

Section 169-111 Construction Specifications.

The size, slope, alignment, and materials of construction of a building sewer; and the methods to be used in excavating, placing of the pipe, jointing, testing, and backfilling the trench, shall all conform to the requirements of the building and plumbing code or other applicable rules and regulations of the ~~Township or YCUA~~. In the absence of the Code provisions or in amplification thereof, the materials and procedures set forth in appropriate specifications of the ASTM and WEF Manual of Practice No. 9 shall apply.

Section 169-112 Elevation.

Whenever possible, the building sewer shall be brought to the building at an elevation below the basement floor. In all buildings in which any building drain is too low to permit gravity flow to the public sewer, sanitary sewage carried by such building drain shall be lifted by an approved means and discharged to the building sewer.

Section 169-113 Prohibited Connections.

- (1) No person shall make connection of roof downspouts, exterior foundation drains, sump pump discharge, areaway drains or other sources of surface runoff or groundwater to a building sewer or building drain which, in turn, is connected directly or indirectly to a public sanitary sewer or combined sewer.
- (2) The YCUA ~~or Superior Township~~ shall not allow any connection to the sanitary sewer unless there is sufficient capacity in the sewage works to convey and adequately treat the additional wastewater from the proposed connection.

Section 169-114 Connection Specifications.

- (1) The connection of the building sewer into the public sewer shall conform to the requirements of the building and plumbing code or other applicable rules ~~land and~~ regulations of the ~~YCUA or~~ Superior Township or the procedures set forth in appropriate specifications of the ASTM and the WEF Manual of Practice No. 9 All such connections shall be made gastight and watertight.
- (2) Any deviation from the prescribed procedures and materials must be approved by the ~~YCUA or~~ Superior Township before installation.

Section 169-115 Inspection; Supervision of Connection.

The contractor installing the building sewer shall notify Superior Township when the building sewer is ready for inspection and connection to the public sewer. The connection shall be made under the supervision of ~~Superior~~the Township.

Section 169-116 Guards for Excavations; Restoration of Public Property.

All excavations for building sewer installation shall be adequately guarded with barricades and lights so as to protect the public from hazard. Streets, sidewalks, parkways, and other public property disturbed in the course of the work shall be restored in a manner satisfactory to the Township and YCUA. Work shall also be conducted in accordance with requirements of the entity, municipal or otherwise, having jurisdiction over any affected road, easement or right-of-way.

Section 169-117 – 125 Reserved

DIVISION 4. USE OF PUBLIC SEWERS

Section 169-126 Required.

- (1) It shall be unlawful for any person to place, deposit or permit to be deposited in an unsanitary manner upon public or private property within the Township, or in any area under its jurisdiction, any human or animal excrement, garbage or other objectionable waste.
- (2) It shall be unlawful to discharge to any natural outlet, any sanitary sewage, industrial wastes, or other polluted water, except where suitable treatment has been provided in accordance with provisions of this Ordinance.
- (3) Except as hereinafter provided, it shall be unlawful to construct or maintain any privy, privy vault, septic tank, cesspool or other facility intended or used for the disposal of sewage.
- (4) The owner of all houses, buildings, or properties used for human occupancy, employment, recreation or other purpose situated within the Township and abutting on any street, alley or right-of way in which there is now located or may in the future be located a public sanitary sewer or combined sewer of the Township, is hereby required at his expense to install suitable sewage facilities therein, and to connect such facilities directly with the proper public sewer in accordance with the provisions of this Ordinance, within 90 days after the date of official notice to do so provided that such public sewer is within 200 feet of the property line.

Section 169-127 Unpolluted Discharges.

- (1) No person shall discharge or cause to be discharged any stormwater, surface water, groundwater, water from footing drains, roof water, or other unpolluted water to any sanitary sewer or sewer connection except as otherwise provided in this Ordinance. Any premises connected to a storm sewer shall comply with county, state and federal requirements as well as those by the Township and the YCUA.
- (2) Stormwater, groundwater, water from footing drains and all other unpolluted drainage shall be discharged into such sewers as are specifically designated as combined sewers, or to a natural outlet, except as otherwise provided in this Ordinance. Industrial cooling water or unpolluted process waters ~~may be~~ discharged upon application and approval of the YCUA ~~or Superior Township~~ and the appropriate state agency to a storm sewer, or natural outlet.

Section 169-128 Fats, Oils, and Grease, (FOG) Interceptor and Sand Interceptors.

Fats , oils, and grease (FOG) and sand interceptors shall be provided when, in the opinion of the Director, they are necessary for the proper handling of liquid wastes containing fats, oils, or grease discharges in which the concentration in a grab sample exceeds the 100 mg/l limit, or any flammable wastes, sand, or other harmful ingredients; except that such interceptors shall not be required for single-family or multiple-family dwelling units. All interceptors shall be of a type and capacity approved by the Director and shall be located as to be readily and easily accessible for cleaning and inspection. Grease and oil interceptors shall be constructed of impervious materials capable of withstanding abrupt and extreme changes in temperature. They shall be of substantial construction, watertight and equipped with easily removable covers which when bolted into place shall be gastight and watertight. When installed, all fats, oils, and grease, and sand interceptors shall be maintained by the owner, at his expense, in continuously efficient operation at all times. A User may petition the Director for an exemption from having to install a Fats, Oils, and Grease (FOG) Interceptor in accordance with provisions specified in the YCUA ~~or Superior Township~~ FOG Mitigation Program Policy, as amended from time to time. ~~The YCUA's FOG mitigation program policy does not apply to contract communities. Upon approval by the director, the YCUA's contract communities may implement an ordinance or written/policy in lieu of this section.~~ Upon approval by the Director, ~~YCUA or Superior Township's~~ YCUA's Contract Communities that have a Fats, Oils, and Grease Ordinance/Policy can implement said Ordinance/Policy in lieu of this Section and the YCUA ~~or Superior Township~~ Fats, Oils, and Grease Mitigation Program Policy.

Section 169-129 Prohibited discharges.

No User shall contribute or cause to be contributed, directly or indirectly, any pollutant or wastewater which will pass through or interfere with the operation or performance of the sewage works. A User may not contribute the following substances to the sewage works:

- (1) Any liquids, solids or gases which by reason of their nature or quantity are, or may be, sufficient either alone or by interaction with other substances to cause fire or explosion or be injurious in any other way to the sewage works or to the operation of the sewage works.
- (2) Solid or viscous substances which may cause obstruction to the flow in a sewer or other interference with the operation of the wastewater treatment facilities.
- (3) Any wastewater having a pH less than 5.0 or greater than 11.0; or wastewater having any other corrosive property capable of causing damage or hazard to structures, equipment, or personnel of the sewage works.
- (4) Any wastewater containing toxic pollutants or of high chlorine demand in sufficient quantity, either singly or by interaction with other pollutants, to injure or interfere with any wastewater treatment process, constitute a hazard to humans or animals, create a toxic effect in the receiving waters of the sewage works, or exceed the limitation set forth in the EPA categorical pretreatment standard, or any other federal, state or county standards.
- (5) Pollutants that result in the presence of toxic gases, vapors, or fumes within the POTW in a quantity that may cause worker health and safety problems. This prohibition includes, but is not limited to, wastewaters which contain liquids, solids, or gases that cause gases, vapors, or fumes from the discharge to exceed 10% of the immediately dangerous to life and health (IDLH) concentration. Discharges which contain more than one pollutant which may contribute to fume toxicity shall be subject to more restrictive limitations, as determined necessary by the Director. The more restrictive discharge limits shall be calculated based on the additive fume toxicity of all compounds identified or reasonably expected to be present in the discharge.
- (6) Any noxious or malodorous liquids, gases, or solids which singly or by interaction with other wastes are sufficient to create a public nuisance or hazard to life or are sufficient to prevent entry into the sewers for maintenance and repair.
- (7) Any substance, which may cause the sewage, works such as residues, sludge, or scums, to be unsuitable for land application or reclamation and reuse or to interfere with the reclamation process.
- (8) Any substance, which will cause the sewage, works to violate its NPDES permit or the receiving water quality standards.
- (9) Any wastewater with color of sufficient light absorbency to interfere with treatment plant process, prevent analytical determinations, or create any aesthetic effect on the treatment plant effluent, such as, but not limited to, dye wastes and vegetable tanning solutions.

- (10) Daily maximum concentration or mass loading shall not be exceeded on any single calendar day. Where daily maximum limitations are expressed in terms of a concentration, the daily discharge is the arithmetical measurement of the pollutant concentration derived from all measurements taken that day. Where daily maximum limitations are expressed in units of mass, the daily discharge is the total mass discharged during the day. If a composite sample is required for a parameter, the determination whether the daily maximum limitation for that parameter has been exceeded on a single calendar day shall be based on the composite sample collected for that parameter on that calendar day. If grab samples are required for a parameter, the determination whether the daily maximum limitation for that parameter has been exceeded on a calendar day shall be based on the average of all grab samples collected for that parameter on that calendar day. If only one grab sample is collected for a parameter on a given day, the determination whether the daily maximum limitation for that parameter has been exceeded for the day shall be based on the results of that single grab sample. If the pollutant concentration in any sample is less than the applicable detection limit, that value shall be regarded as zero (0) when calculating the daily maximum concentration.
- (11) Any wastewater having a temperature, which will inhibit biological activity in the sewage, works resulting in interference, but in no case wastewater with a temperature at the introduction into the 24 sewage works, which exceeds 60 degrees Celsius (140 degrees Fahrenheit) or is lower than zero degrees Celsius (32 degrees Fahrenheit).
- (12) Any wastewater containing any radioactive wastes or isotopes of such half-life or concentration as may exceed limits established by applicable state or federal regulations.
- (13) Any wastewater which causes a hazard to human life or creates a public nuisance.
- (14) Organic solvent extractable substances such as fats, wax, grease, or oils of petroleum origin, whether emulsified or not, in excess of 100 mg/1 or containing substances which may solidify or become viscous at temperatures between 32 degrees Fahrenheit (zero degrees Celsius) and 140 degrees Fahrenheit (60 degrees Celsius).
- (15) Gasoline, benzene, naphtha, fuel oil or other flammable or explosive liquids, solids or gases; or other pollutants which cause the wastewater to have a closed cup flashpoint of less than 140 degrees Fahrenheit (60 degrees Celsius), or which cause an exceedance of ten percent of the lower explosive limit (LEL) at any point within the collection system or containing gasoline, benzene, xylene or toluene which causes the wastewater to exceed the state surface water quality standard.
- (16) Any garbage that has not been ground by household type or other suitable garbage grinders.

- (17) Any ashes, cinders, sand, mud, straw, shavings, metal, glass, rags, feathers, tar, plastics, wood, paunch, manure or any other solids or viscous substances capable of causing obstructions or other interferences with the proper operation of the sewer system.
- (18) Toxic or poisonous substances in sufficient quantity to injure or interfere with any wastewater treatment process, or to constitute hazards to humans or animals, or to create any hazard in waters which receive the POTW effluent, which shall include, but are not limited to wastes containing cyanide, chromium, cadmium, mercury, copper, and nickel ions.
- (19) Solids of such character and quantity that special and unusual attention is required for their handling.
- (20) Any substance which would cause the treatment plant to be in noncompliance with sludge use, recycle or disposal criteria pursuant to guidelines or regulations developed under section 405 of the Federal Act, the Solid Waste Disposal Act, the Clean Air Act, the Toxic Substances Control Act or other regulations or criteria for sludge management and disposal as required by the state.
- (21) Any medical or infectious wastes prohibited from being discharged under federal or state law and regulations.
- (22) -Material considered a hazardous waste under the Resource Conservation and Recovery Act (RCRA).
- (23) Any commercial or industrial waste that may cause pass through of pollutants or interference with the wastewater treatment plant operations or that violates federal, state, or local restrictions.
- (24) Any pollutant, including oxygen demanding pollutants (BOD etc.) released at a flow rate and/or pollutant concentration which will cause interference with the POTW.
- (25) Trucked and hauled waste, except at discharge points designated by the POTW.
- (26) Pollutants causing toxic gases, vapors, and fumes.
- (27) Any leachate from a hazardous waste landfill.
- (28) Any landfill leachate unless permitted and authorized under a written contract, within ~~YCUA or Superior Township's~~YCUA's sole discretion, between YCUA ~~or Superior Township~~ and the User.
- (29) Any pollutant discharge which constitutes a slug.

Section 169-130 Promulgation of more stringent standards.

Upon the promulgation of the national categorical pretreatment standards, alternative discharge limits, or other federal or state limitations, for a particular industrial subcategory, the pretreatment standard, if more stringent than limitations imposed under this Ordinance for sources in that subcategory, shall immediately supersede the limitations imposed under this Ordinance and shall be considered part of this Ordinance. The YCUA-or-Superior Township shall notify all affected Users of the applicable reporting requirements.

Section 169-131 Prohibited concentrations of certain pollutants and mercury reduction plan.

- (1) Instantaneous Limits. No ~~person~~user shall discharge wastewater such that the concentration of pollutants in ~~one~~any grab sample exceeds any of the following instantaneous maximum limits:

<u>Compatible Pollutants</u>	
<u>Instantaneous Limits</u>	<u>Parameter</u>
<u>100 mg/l</u>	<u>Fats, oil grease (FOG)</u>
<u>5.0 S.U. minimum</u> <u>11.0 S.U. maximum</u>	<u>pH</u>
<u>Toxic Pollutants</u>	
<u>Instantaneous Limits</u>	<u>Parameter</u>
<u>1.0 mg/l</u>	<u>Total cyanides</u>
<u>0.22 mg/l</u>	<u>Available cyanide</u>
<u>1.3 mg/l</u>	<u>Bis(2-ethylhexyl) phthalate</u>
<u>1.0 mg/l</u>	<u>Total phenolic compounds*</u>
<u>*The total phenolic compounds limit is based on the discharge of any or all of the phenolic compounds: 2-chlorophenol, 4-chlorophenol, 2,4-dichlorophenol, 2,4-dimethylphenol, 2,4-dinitrophenol, 2-methylphenol, 3-methylphenol, 4-methylphenol, 2-nitrophenol, 4-nitrophenol, and phenol. Discharge of other phenolic compounds is prohibited except as specifically authorized by the director.</u>	

- ~~(1) — Daily Maximum Limits for oil and grease or pH:~~

~~100 mg/l oil and grease
<5 or > 11 standard units pH
1.0 mg/l Total Cyanides
1.0 mg/l Total Phenolic Compounds~~

- (2) Compatibles. No ~~person~~ shall discharge wastewater such that the concentration of pollutants contained in a representative composite sample is at or above the following surcharge threshold, except as otherwise permitted in writing by the Director and on payment of a surcharge fee, and no ~~person~~user shall discharge wastewater such that the concentration of pollutants contained in a representative

daily composite sample exceeds any of the following surcharge thresholds, except as permitted by the director and upon payment by that user of the appropriate surcharge fees. No user shall discharge wastewater such that the concentration of pollutants in a representative daily composite sample exceeds any of the following uppermaximum limits, unless approved by the director in accordance with respect to the following compatible pollutants: this Section:

COMPATIBLES		
Surcharge Threshold	Maximum Limit	Upper Limits
300 350 mg/l	1000 mg/l	5-day BOD (Biochemical Oxygen Demand)
350 mg/l	2500 mg/l	Total SS (Suspended Solids)
600 mg/l	2000 mg/l	COD (Chemical Oxygen Demand)
15 20 mg/l	75 mg60mg/l	Total Phosphorus
30 50 mg/l	700 175 mg/l	Ammonia-Nitrogen

- (3) Daily Maximum Limits for Toxics. No ~~person~~user shall discharge wastewater such that the concentration of ~~pollutants contained in a representative composite sample shall exceed the following limits with respect to the following inorganic or organic pollutants or phenolic compounds:~~

INORGANICS TOXICS	
Maximum Limit	Parameter
1-0.24 mg/l	Arsenic
0.002 mg/l	Beryllium
0.50 mg/l	Cadmium
4.0 mg/l	Chromium (Total)
3.0 mg/l	Copper
0.3 mg/l	Lead
Nondetectable*	Mercury
3-02.6 mg/l	Nickel
0.15 084 mg/l	Siter Silver
3.0 mg/l	Zinc
*See mercury requirements of this Section	
ORGANICS TOXICS	
Nondetectable*	Polychlorinated Biphenyls (Nondetectable per U.S. EPA Method 608. Any detectable sample exceeds this limit.)("PCBs")

* There shall be no detectable amounts of polychlorinated biphenyls discharged to a township or YCUA sanitary sewer. Polychlorinated biphenyls sampling procedures preservation and handling, and analytical protocol for compliance monitoring shall be in accordance with EPA Method 608. The level of detection, developed in accordance with the procedure specified in 40 CFR 136, shall not exceed 0.2 ug/L for polychlorinated biphenyls, unless higher levels are appropriate due to matrix interference.

PFAS COMPUNDS

Maximum Limit	Parameter
170 ng/l	Perfluorooctane Sulfonic acid (PFOS)
2600 ng/l	Perfluorooctanoic acid (PFOA)
13,000,000 ng/l	Perfluorobutanesulfonic acid (PFBS)
580 ng/l	Perfluorononanoic acid (PFNA)
4,100 ng/l	Perfluorohexanesulfonia acid (PFHxS)

(4) ~~The local Special Alternative Limits (“SALs”). For a user’s discharge limitation for Polychlorinated Biphenyls is established that would otherwise be prohibited by limits contained in this section, the director at the level of detection~~ **director’s discretion grant a specific SAL to that user. All SALs are subject to the following conditions:**

- (a) ~~SALs will only be issued by the director under a wastewater discharge permit or administrative order.~~
- (b) ~~SALs may be modified or terminated by the director for any reason.~~
- (c) ~~SALs do not convey any property rights or privilege of any kind whatsoever, nor shall it be construed to authorize any injury to private or public property or any invasion of personal rights, nor any violation of local, state, or federal laws or regulations.~~
- (d) ~~SALs will be limited to the following surchargeable compatible pollutants: 5-day BOD, TSS, total phosphorus, and ammonia nitrogen (or TKN).~~
- (a)(e) SALs will be developed and monitored by the YCUA industrial pretreatment program in accordance with this article and procedures approved by EGLE, including but not limited to the following:**

~~There shall be no detectable amounts of Polychlorinated Biphenyls discharged to a Township or YCUA sanitary sewer. Polychlorinated Biphenyls sampling procedures, preservation and handling, and analytical protocol for compliance monitoring shall be in accordance with EPA Method 608. The level of detection, developed in~~

accordance with the procedure specified in 40 CFR 136, shall not exceed 0.2 ug/L for Polychlorinated Biphenyls, unless higher levels are appropriate due to matrix interference.

(4) ~~The total phenols limit is based on the discharge of any or all of the following phenolic compounds: 2-Chlorophenol, 4-Chlorophenol, 2,4-Dichlorophenol, 2,4-Dimethylphenol, 2,4-Dinitrophenol, 2-Methyphenol, 3-Methylphenol, 4-Methylphenol, 2-Nitrophenol, 4-Nitrophenol, and Phenol. Discharge of other phenolic compounds is prohibited except as specifically authorized by the Director.~~

(i) ~~The pollutant mass allocated to domestic users, nondomestic users, permitted industrial users, permitted industrial users with SALs, septage received by the POTW, and any other trucked waste received by the POTW shall not exceed any of the following maximum allowable headworks loadings (“MAHL”) in the aggregate:~~

Compatible Pollutants	
MAHL	Parameter
74,700 lb/day	5-day BOD
85,400 lb/day	Total SS
1,900 lb/day	Total phosphorus
9,400 lb/day	Ammonia-nitrogen

(ii) ~~The pollutant mass allocated to permitted industrial users, permitted industrial users with SALs, septage received by the POTW, and any other trucked waste received by the POTW shall not exceed any of the following maximum allowable industrial loadings (“MAIL”) in the aggregate:~~

Compatible Pollutants	
MAIL	Parameter
33,900 lb/day	5-day BOD
49,600 lb/day	Total SS
803 lb/day	Total phosphorus
3,570 lb/day	Ammonia-nitrogen

(iii) ~~The discharge concentration-equivalent of a SAL shall not exceed any collection system limitations applicable to that pollutant.~~

(iv) ~~SALs may be more restrictive than applicable federal categorical standards, but not less restrictive.~~

(f) ~~Wastewater discharge permits containing a SAL shall include, but are not limited to, the following additional requirements:~~

- (i) Flow proportional composite sampling, except where the director authorizes the use of time proportional composite sampling in lieu of flow proportional sampling.
 - (ii) Reporting of each SAL-regulated pollutant sample shall include concentration, applicable flow volume, and calculated discharge mass;
 - (iii) Payment of corresponding extra strength surcharges in accordance with the YCUA policy on surcharging for SAL-regulated pollutants; and
 - (iv) Acknowledge in writing that, as a condition of a SAL, the director may modify or terminate the SAL at director's discretion for any reason.
- (5) The ~~Director~~director shall annually review the ~~quantities~~wastewater quality of ~~industrial~~pollutants listed above which are discharged or proposed to be discharged to the sewage works. The ~~Director~~director shall recommend any revisions to these limits necessary to ~~insure~~ensure that the NPDES ~~Permit~~permit, Federal Pretreatment Standards and ~~Water Resources~~water resources limits are met and to ~~insure~~ensure that the industrial discharge will not interfere with the treatment process ~~of~~or sludge disposal. At such time as the previously cited limits are changed by the ~~Township~~township or ~~the~~ YCUA, the unit authorizing such change shall notify the remaining units of such change.
- (6) The local discharge limitation for mercury is established at the level of detection in accordance with the following:
- (a) There shall be no detectable amounts of mercury discharged to a ~~Township or~~ YCUA sanitary sewer. Mercury sampling procedures, preservation and handling, and analytical protocol for compliance monitoring shall be in accordance with EPA Method 245.1. The level of detection, developed in accordance with the procedure specified in 40 CFR 136, shall not exceed 0.2 ug/L for Mercury, unless higher levels are appropriate due to matrix interference.
 - (b) The evaluation of potential matrix interference(s) shall include, at a minimum, the following:
 - (i) A demonstration that the laboratory conducting the analysis is capable of achieving the level of detection of 0.2 ug/L in reagent water;
 - (ii) A demonstration that the level of detection of 0.2 ug/L cannot be achieved in the effluent; and
 - (iii) A demonstration that an attempt has been made to resolve the matrix interference(s).

- (c) In cases where true matrix interference(s) can be demonstrated, a discharge-specific level of detection will be developed in accordance with the procedure in 40 CFR 136. Discharge specific levels of detection will be incorporated into the wastewater discharge permit of the nondomestic User.
- (d) To ensure that the maximum allowable mercury loading to the POTW is not exceeded, YCUA ~~or Superior Township~~ may require any non-domestic User with a reasonable potential to discharge mercury to develop, submit for approval and implement a Mercury Reduction Plan (MRP). The MRP may be required by permit if the non-domestic User has not violated the local limit for mercury, but YCUA ~~or Superior Township~~ has determined that a reasonable potential for such violation may exist. MRP's may be required in notices of violations, orders or other enforcement actions when the non-domestic User has violated the mercury local limit. At a minimum, an approvable MRP shall contain the following:
 - (i) A written commitment by the non-domestic User to reduce all non-domestic discharges of mercury to levels below the level of detection within 3 years of the MRP's original approval date;
 - (ii) Within 60 days of notification by YCUA ~~or Superior Township~~ that a MRP is required, the non-domestic User shall supply an initial identification of all potential sources of mercury which could be discharged to the sanitary sewer system;
 - (iii) Specific strategies for mercury reduction with reasonable time frames for implementation, capable of ensuring that mercury discharges will be below the specified level of detection within 3 years;
 - (iv) A program for quarterly sampling and analysis of the non-domestic discharge for mercury in accordance with EPA method 245.1;
 - (v) A demonstration of specific, measurable and/or otherwise quantifiable mercury reductions consistent with the goal of reducing mercury discharges below the specified level of detection. Where such reductions cannot be demonstrated through normal effluent monitoring (e.g., mercury discharges are already near level of detection), the demonstration should incorporate the following:
 - a. Internal process monitoring, documenting the results of mercury reduction strategies at sampling locations within the facility (e.g., a program of regular monitoring of sink traps where mercury containing reagents had previously been disposed, but have since been substituted by non-mercury containing compounds).

- b. Internal and/or effluent sampling utilizing clean and/or ultra-clean sampling and analytical methods as referenced by EPA Federal Register. The results of such monitoring will not be used for compliance purposes unless performed in accordance with EPA Method 245.1 and collected at the appropriate compliance measurement location.
 - c. Loading calculations wherein the non-domestic User calculates the total mass of mercury reduced from the sanitary sewer discharge through reagent substitutions, changes in disposal practices and/or other approved MRP strategies implemented.
- (vi) A semi-annual report on the status of the mercury reduction efforts. At a minimum, these reports shall: identify compliance or noncompliance with specific reduction commitments in the MRP; summarize the analytical, mass-based or other quantifiable demonstrations of mercury reductions performed to date; provide all applicable analytical data; provide an evaluation of effectiveness of actions taken to date; provide updates to the initial list of mercury containing compounds discharged to the sanitary sewer and propose for approval new strategies and/or modifications to the current MRP to continue and improve mercury reduction efforts; and
- (vii) Any other conditions that YCUA ~~or Superior Township~~ deems necessary to ensure that mercury reduction efforts are effective in achieving the goals of this Section.
- (e) Failure to submit an approvable MRP within 30 days of the required due date shall constitute significant non-compliance in accordance with this Section; and will result in publication as a significant violator.
- (f) A MRP may be evaluated for adequacy at any time by YCUA ~~or Superior Township~~. If such an evaluation determines that the Mercury Reduction Plan is in adequate or the non-domestic User has not complied with its approved MRP, the non-domestic User will be notified. Failure to comply with the MRP requirement constitutes non-compliance. YCUA ~~or Superior Township~~ will follow its Enforcement Response Plan (ERP) to ensure that corrective actions are taken.
- (g) A non-domestic User may request a release from MRP requirements if all samples of the discharge for a period of one year are less than the specified level of detection; the non-domestic User has complied with the minimum monitoring frequency of quarterly sampling events; and YCUA ~~or Superior~~

~~Township~~ deems that MRP commitments have been fulfilled sufficiently to ensure continued compliance with the mercury limitation. YCUA ~~or Superior Township~~ shall notify the non-domestic User of any release from MRP requirements in writing.

- (h) If the MRP requirement is waived by YCUA ~~or Superior Township~~, the non-domestic User remains subject to the local limitation for mercury in accordance with the requirements of this Ordinance.
 - (i) Re-discovery of mercury in the non-domestic User discharge subjects said User to the submission of a new MRP, or escalation of enforcement in accordance with the ERP.
- (7) Implementation of Best Management Practices or Best Management Practices Plan
- (a) The Director may require any User to develop and implement Best Management Practices (BMP) to control, contain, treat, prevent, or reduce the discharge of wastewater, pollutants, or other substances from the User's premises to the POTW , as determined necessary by the Director.
 - (b) In addition, the Director may require a User to develop and submit a Best Management Practices Plan ("BMPP"), including an enforceable implementation schedule, for review and approval by the Director. The BMPP shall be submitted within 30 days after notification by the Director or as otherwise required by a User Permit. The BMPP shall be directed at preventing the entrance of pollutants, directly or indirectly, into the POTW. The BMPP shall be available for inspection at all times at the User's premises. At a minimum, a User's BMPP shall contain all of the following elements, as determined necessary by the Director, at a level of detail and in units and terms as determined necessary by the Director to adequately evaluate the plan:
 - (i) A statement of the purpose and objectives of the plan.
 - (ii) A description of the strategies, methods, policies and procedures to prevent, minimize or reduce the introduction of pollutants into the User's discharge and to minimize waste generation.
 - (iii) A description of the options available to the User to control accidental spillage, leaks and drainage.
 - (iv) A description of best available or practicable control technologies available for the User's specific circumstances.
 - (v) A detailed facility layout and site diagram showing points of entry into the (POTWs).

- (vi) A description of the waste handling, treatment and discharge disposal facilities, including flow diagrams and process schematics.
 - (vii) A description of operating and maintenance processes and procedures.
 - (viii) An inventory of raw materials and a list of waste sources, including a list of all chemicals used or stored at the facility.
 - (ix) ~~ix~~—A description of employee training programs, policies and procedures; continuing education programs; and participation.
 - (x) A description of the User's documentation, including record keeping and forms.
 - (xi) A description of monitoring activities.
 - (xii) An information log of facility personnel, organization chart, emergency phone numbers, contact persons and maintenance or service representatives.
 - (xiii) A Certification by a qualified professional that the plan is adequate to prevent spills, leaks, slug loads, or non-customary discharges of regulated substances, directly or indirectly, to the POTW.
 - (xiv) Such other information, documents or diagrams as required by the Director, including, but not limited to, any of the information required under this Ordinance, the Act, or State Law.
- (c) The BMPs or BMPP required of a User or approved for a User shall be incorporated in a User Permit issued to the User. If the User already has a User Permit, the existing permit shall be modified to incorporate the BMP requirements. If the User does not currently have a User Permit, a permit shall be issued for that purpose.
- (d) The Director may require revisions to a User's BMPP if the Director determines that the Plan contains elements that are inadequate, or as otherwise determined necessary by the Director to ensure compliance with applicable requirements of this Ordinance, the Act or State Law. Review of a BMPP by the Director shall not relieve the User from the responsibility to modify its facility as necessary to comply with this Ordinance, the Act or State Law.
- (e) The User reports to the Director must include Best Management Practices compliance information. The User reports must be certified and signed by the User's authorized representative.

- (f) The User shall retain all documentation associated with Best Management Practices for a period of at least three years from the date of an activity associated with the practices. This period may be extended by the Ypsilanti Community Utilities Authority at any time.
- (8) PFAS Compounds. Any user that has manufactured PFAS Compounds or who previously used, currently uses, or plans to use materials containing PFAS Compounds, any user or system that has a potential to discharge waste or wastewater containing PFAS, may be designated by the director as a potential source subject to the following requirements:
- (a) A user notified of its designation as a potential source shall develop and implement plans for the reduction and elimination of PFAS Compounds. Such plans shall be submitted to the director and are subject to the director's approval. For an existing user, plans shall be submitted within ninety (90) days of the notification. For a new user, plans shall be submitted at least ninety (90) days prior to commencing discharge to the POTW.
- (b) The user's PFAS Compound monitoring program shall be in accordance with sample collection methods approved or recommended by EGLE or USEPA, and in accordance with sample analysis methods of 40 CFR Part 136 as amended or as recommended by EGLE.
- (c) The user shall specify source reduction, treatment, best management practices (BMPs), and other actions that will be implemented to eliminate PFAS Compounds.
- (d) The director may incorporate provisions of the user's PFAS Compound plan into a wastewater discharge permit or administrative order.
- (9) Local Initiative Limits. The director may temporarily impose a local initiative limit (LIL) on a user for any pollutant not specifically limited by this Section. A local initiative limit may be concentration or mass. Determination of the LIL may include but not be limited to the acceptable pollutant loading based on the POTW design, treatability of the pollutant at the POTW, potential to cause pass-through or interference at the POTW, current loading of the pollutant to the POTW, specific properties of the pollutant, and other relevant factors deemed appropriate by the YCUA. LILs shall be developed by the YCUA under the industrial pretreatment program and shall be subject to review by EGLE.

Section 169-132 Sampling, measurements, tests and analyses.

Sampling and analysis shall be performed in accordance with the techniques prescribed in 40 CFR part 136 (March 26, 2007). Where 40 CFR part 136 (March 26, 2007) does not contain sampling or analytical techniques for the pollutant in question, or where the EPA determines

that the part 136 (March 26, 2007) sampling and analytical techniques are inappropriate for the pollutant in question, sampling and analysis shall be performed by using validated analytical methods or any other applicable sampling and analytical procedures, including procedures suggested by YCUA or ~~Superior Township or~~ other parties, approved by the EPA.

Section 169-133 Surcharge for discharges of unusual strength.

- (1) If the character of the wastewater from any manufacturing or industrial plant or any other building or premises exceeds the limits for compatible pollutants established in Section 169-131 or shall be such as to impose any unreasonable burden upon the sewers of the system or upon the sewage works or POTW in excess of a maximum limit prescribed in this Ordinance, then an additional charge shall be made over and above the regular rates, or the Director shall require that such sewage be treated by the person, firm or corporation responsible for the sewage being emptied into the sewer or the right to empty such sewage shall be denied, if necessary, to protect the system or any part thereof. Surcharges required shall be computed as the weight of excess compatible pollutant in pounds multiplied by the cost per pound specified in the applicable Township rate ordinance. The strength of such wastes shall be determined by composite samples taken over a sufficient period of time to ~~insure~~ensure a representative sample. The cost of sampling and testing shall be borne by the industry or establishment, whether owner or lessee. Tests shall be made by the User, at an independent laboratory, or at the YCUA wastewater treatment plant.
- (2) Any wastewater discharged into the sewage works having a compatible pollutant in excess of those prescribed in section 169-131 may be permitted by the Director provided payment by the industrial concern for the full cost of treating such excess constituents in the wastewater is made and acceptance of the waste does not cause violation of EPA guidelines, NPDES requirements, the Act or State Act.

Section 169-134 Special agreements authorized.

With respect to compatible pollutants only, no statement contained in this Ordinance shall be construed as preventing any agreement between the Director and any industrial concern whereby an industrial waste of unusual strength or character may be accepted, subject to payment therefore by the industrial concern, provided such agreement shall not violate EPA guidelines or NPDES requirements and provided User charges and surcharges as provided in this Ordinance are agreed to in the agreement.

Section 169-135 Dilution of discharge.

No User shall ever increase the use of process water or, in any way, attempt to dilute a discharge as a partial or complete substitute for adequate treatment to achieve compliance with the limitations contained in the national categorical pretreatment standards,

alternative discharge limits, or in any other pollutant-specific limitation developed by the YCUA or ~~Superior Township or~~ the State.

Section 169-136 Accidental discharges.

- (1) Where required, a ~~User~~user shall provide protection from accidental discharge of prohibited materials or other substances regulated by this ~~Ordinance~~article, the Act or State Act. Facilities to prevent accidental discharge of prohibited materials shall be provided and maintained at the owner's or ~~User's~~user's own cost and expense. Detailed plans showing facilities and operating procedures to provide this protection shall be submitted to the ~~Director~~director for review; and shall be approved by the ~~Director~~director before construction of the facility. All required ~~Users~~users shall complete such a program within 90 days of notification by the ~~Director~~director. If required by the ~~Director~~director a ~~User~~user who commences contribution to the sewage works after the effective date of the ordinance from which this ~~Ordinance~~article derives shall not be permitted to introduce pollutants into the system until accidental discharge procedures have been approved by the ~~Director~~director. Review and approval of such plans and operating procedures shall not relieve the ~~Industrial User~~industrial user from the responsibility to modify the ~~User's~~user's facility as necessary to meet the requirements of this ~~Ordinance~~article, the Act or State Act. ~~In the case of any discharge, whether~~A user shall orally notify the YCUA immediately upon the occurrence of an accidental discharge of any substance prohibited by this article, or not, any slug loads or spills that could cause problems to the YCUA, may enter the WWTP or POTW or a surface water of the State, including any slug loadings by the User, it is the responsibility of the User to immediately telephone and notify the YCUA of the incident. The storm water drains. This notification shall be made by telephone at (734) 484-4600 and include location of discharge, type of waste, concentration and volume, and corrective actions.
- (2) Within five days following any discharge, whether accidental or not, that could cause problems to the YCUA ~~or Superior Township~~, the WWTP or POTW, including any slug loadings by the User, the User shall submit to the Director a detailed written report describing the cause of the discharge and the measures to be taken by the User to prevent similar future occurrences. Such notification shall not relieve the User of any expense, loss, damage, or other liability which may be incurred as a result of damage to the sewage works or POTW, fish kills, or any other damage to person or property; nor shall such notification relieve the User of any fines, civil penalties, or other liability which may be imposed by this Ordinance, the Act or State Act, or other applicable law. Failure to file a report shall be a separate violation of this Ordinance.
- (3) Slug Control Plan
 - (a) Each Significant Industrial User shall prepare and implement an individualized slug control plan when in the opinion of the Director a slug control is required. Existing Significant Industrial Users that do not have an YCUA approved slug

control plan shall provide an approvable slug control plan to the Director within ninety (90) days of being notified by YCUA that a slug control plan is required. New sources that are Significant Industrial Users shall submit a slug control plan to the Director for approval before beginning to discharge. Upon written notice from the Director, Users that are not Significant Industrial Users may also be required to prepare and implement a slug control plan, and the plan shall be submitted to the Director for approval as specified in the notice. Slug control requirements must be included in the SIU Control Mechanism (Industrial User's Permit).

- (b) All slug control plans shall contain at least the following elements:
 - (i) A description of discharge practices, including non-routine batch discharges;
 - (ii) A description of stored chemicals;
 - (iii) The procedures for immediately notifying the Director of slug discharges, including any discharge that would violate any discharge prohibition, limitation or requirement under this Ordinance, and procedures for follow-up written notification within five (5) days of the discharge;
 - (iv) The procedures to prevent adverse impact from accidental spills, including inspection and maintenance of storage areas, handling and transfer of materials, loading and unloading operations, control of plant site run-off, worker training, building of containment structures or equipment, measures for containing toxic organic pollutants (including solvents), and measures and equipment for emergency response.
 - (c) If a User has submitted to the Director plans or documents pursuant to other requirements of local, state or federal laws and regulations which meet all applicable requirements of the Ordinance, the Director may in its discretion determine that the User has satisfied the slug plan submission requirements of this section.
 - (d) Significant Industrial Users must immediately notify the Director of any changes at their facilities affecting their slug control plan or spill/slug potential.
- (4) Secondary Containment Requirements
- (a) Each User when in the opinion of the Director is required must provide and maintain at the User's sole expense secondary spill containment structures

(including diking, curbing or other appropriate structures) adequate to protect all floor drains from accidental spills and discharges to the POTW of any pollutants or discharges regulated by this ordinance, the Act or State Law.

- (i) The containment area shall be constructed so that no liquid polluting material can escape from the area by gravity through the building sewers, drains, or otherwise directly or indirectly into the POTW .
 - (ii) The containment or curbing shall be sufficient to hold not less than ten (10) percent of the total volume of the tanks or containers ~~it~~thinwithin the secondary containment structure or provide a capacity of one hundred (100) percent of the largest single tank or container within the secondary containment structure, whichever is larger, unless a lesser containment area or alternate control measures are approved in advance by the Director.
 - (iii) The containment structure must accommodate "squirt distance". Containers within the containment structure must be able to be placed sufficiently back from the edge of the structure so if punctured, the resulting leak will be contained.
 - (iv) The containment structure must be designed or operated to prevent run-on or infiltration, rain or other liquids into the secondary containment system unless the containment system has sufficient excess capacity to contain run-on, infiltration, rain, or other liquids. Excess capacity when such prevention is not provided in the system must be sufficient to contain rain precipitation from a 25-year, 24-hour rainfall event.
 - (v) The containment structure shall be constructed with chemical-resistant water stops in place at all joints (if any) to be free of cracks or gaps.
 - (vi) The containment structure shall be designed and installed to completely surround the tank or containers and to cover all surrounding earth likely to come into contact with the waste if released from the tank(s) or containers (i.e., capable of preventing lateral as well as vertical migration of the material).
 - (vii) All floor drains found within the containment area must be plugged and sealed.
- (b) Spill troughs and sumps within process areas must discharge to appropriate pretreatment tanks.

- (c) Emergency containment shall also be provided for storage tanks that may be serviced by commercial haulers and for chemical storage areas.
- (d) Solid pollutants shall be located in security areas designed to prevent the loss of the materials to the POTW .
- (e) Detailed plans showing facilities and operating procedures to provide the protection required by this Ordinance shall be submitted to the Director for review, and shall be approved by the Director before construction. Construction of approved containment for existing sources shall be completed within the time period specified by the Director.
- (f) No new source shall be permitted to discharge to the POTW until emergency containment facilities have been approved and constructed as required by this Ordinance.
- (g) The Director may order a User to take interim measures for emergency containment as determined necessary by the Director under the circumstances.

Section 169-137 Determination of sewage flow.

To determine the sewage flow from any establishment, the YCUA ~~or Superior Township~~ may use one of the following methods:

- (1) The amount of water supplied to the premises by the public water system as shown upon the water meter if the premises are metered.
- (2) If the premises are supplied with river water or water from private wells, the amount of water supplied from such sources may be metered at the source or metered at its point of discharge prior to entry into the public sewer.
- (3) If such premises are used for an industrial or commercial purpose of such a nature that the water supplied to the premises cannot be entirely discharged into the sewer system, the estimate of the amount of sewage discharged into the sewer system made by the utilities authority from the water, gas or electric supply, or metered at its point of discharge prior to entry into the public sewer.
- (4) The volume of sewage discharged into the sewer system as determined by measurements and samples taken at a manhole installed by the owner of the property served by the sewer system at his own expense in accordance with the terms and conditions of the permit issued by the YCUA ~~or Superior Township~~ pursuant to this Ordinance.
- (5) A figure determined by the YCUA ~~or Superior Township~~ by any combination of the foregoing or by any other equitable method.

Section 169-138 Disposal at sewage treatment plant.

Waste from industrial sewage disposal systems shall be disposed of at the sewage treatment plant or at any other refuse or disposal site approved by the Director. No waters or wastes described in section 169-129 shall be disposed of at the sewage treatment plant.

Section 169-139 Bypass.

- (1) An Industrial User may allow any bypass to occur which does not cause pretreatment standards or requirements to be violated, but only if it is for essential maintenance to ensure efficient operation. If an Industrial User knows in advance of the need for bypass, it shall submit prior notice to the Director, if possible at least ten days before the date of the bypass. An Industrial User shall submit oral notice of an unanticipated bypass that exceeds applicable pretreatment standards to the Director within 24 hours from the time the Industrial User becomes aware of the bypass. A written submission shall also be provided within five days of the time the Industrial User becomes aware of the bypass. The written submission shall contain a description of the bypass and its cause; the duration of the bypass, including exact dates and times, and, if the bypass has not been corrected, the anticipated time it is expected to continue; and steps taken or planned to reduce, eliminate, and prevent reoccurrence of the bypass.
- (2) Bypass is prohibited, and the Director may take enforcement action against an Industrial User for bypass, unless:
 - (a) Bypass was unavoidable to prevent loss of life, personal injury, or severe property damage;
 - (b) There were no feasible alternatives to the bypass, such as the use of auxiliary treatment facilities, retention of untreated wastes, or maintenance during normal periods of equipment downtime. This condition is not satisfied if adequate back-up equipment should have been installed in the exercise of reasonable engineering judgment to prevent a bypass which occurred during normal periods of equipment downtime or preventative maintenance; and
 - (c) The Industrial User submitted notice as required under this section. The Director may approve an anticipated bypass, after considering its adverse effects, if the Director determines that it will meet the three conditions listed in this subsection (b).

Section 169-140 Report of violation.

If the results of any sampling performed by the User indicates that any violation of this Ordinance, a permit, an order issued under this Ordinance, the Act or State Act has occurred, the User shall notify the YCUA ~~or Superior Township~~ within 24 hours of becoming

aware of the violation and shall repeat the sampling and pollutant analysis and shall submit, in writing, the results of this repeat analysis within 30 days after becoming aware of the violation. A written follow up report shall be filed by the User with the YCUA ~~or Superior Township~~ within thirty (30) days of a User becoming aware of the violation. The report shall specify the following:

- (1) A description of the violation, the cause thereof, and the violation's impact on the User's compliance status.
- (2) Duration of the violation, including exact dates and times of the violation, and if not corrected, the anticipated time the violation is expected to continue.
- (3) All steps taken or intended to be taken to reduce, eliminate and prevent reoccurrence of such a violation.

Section 169-141 Notification of authorities upon discharge of hazardous waste.

All Industrial Users shall notify the YCUA ~~or Superior Township~~, the EPA regional waste management division Director and the ~~DNREEGLE~~ in writing of any discharge to the YCUA ~~or Superior Township~~ of a substance that would be a regulated hazardous waste under any federal statute if disposed of otherwise. Such notice shall be given in accordance with CFR 403.12(p).

Sections 169-142 - 150. Reserved.

DIVISION 5. PRIVATE SEWAGE DISPOSAL

Section 169-151 Prohibited generally.

The Township board has previously found, and currently reaffirms, that the use of septic tanks, privies, privy vaults, cesspools, or similar private sewage disposal facilities in the urban service area sewer district as delineated in the Growth Management Plan of Superior Charter Township, is deleterious to the health, safety and welfare of the businesses, industries, governmental and charitable agencies, and residents of the Township. No person shall construct or maintain any septic tank, privy, vault, cesspool or other facility intended or used for the ultimate disposal of sewage ~~expectexcept~~ as provided in Section 152 of this Ordinance.

Section 169-152 Exceptions.

Where a public sanitary sewer is not available under the provisions of Section 105, the building sewer shall be connected to an individual private on-site septic tank and drainfield complying with the provisions of this division and the Washtenaw County Environmental Health Department, or a private community on-site sewer system as allowed by Ordinance 166 (Private Community ~~Waste-Water~~Wastewater Systems) and complying with the Washtenaw County Environmental Health Department.

Section 169-153 Permit required for construction; inspection; specifications.

- (1) Before commencement of construction of a private on-site septic tank and drainfield, the owner shall first obtain a written permit from the Washtenaw County Environmental Health Department.
- (2) A plumbing permit shall be obtained from the Superior Township Building Department prior to installing the building sewer piping from the building to the tank. The owner shall obtain an inspection of the building sewer once the piping has been installed and bedded prior to placement of any backfill.
- (3) The type, capacities, location, and layout of a private septic tank and drainfield shall comply with all recommendations of the county health department. No permit shall be issued for any private sewage disposal system employing subsurface soil absorption facilities where the area of the lot is less than 10,000 square feet. No septic tank or cesspool shall be permitted to discharge to any public sewer or natural outlet.

Section 169-154 Operation and maintenance facilities.

The owner shall operate and maintain the private sewage disposal facilities in a sanitary manner at all times, at no expense to the Township, ~~the YCUA or Superior Township~~, or Ann Arbor.

Section 169-155 Public sewer availability.

- (1) At such time as a public sewer becomes available to a property served by a private septic tank and drainfield, as provided in Section 105, a direct connection may be made to the public sewer in compliance with this article and any septic tanks, cesspools, and similar private sewage disposal facilities shall be abandoned and filled with suitable material.
- (2) When a public sewer becomes available, the building sewer may be required to connect to such sewer within 90 days, and the private septic tank shall be cleaned of sludge and filled with clean bank run gravel or dirt.

Sections 169-156 — 169-285 Reserved.

CHARTER TOWNSHIP OF SUPERIOR
WASHTENAW COUNTY, MICHIGAN

ORDINANCE NUMBER 196

AN ORDINANCE TO ADOPT RENTAL HOUSING CERTIFICATION ORDINANCE
NO. 196 AND TO REPEAL ORDINANCE NO. 106 AS AMENDED BY
ORDINANCE NO. 170 AND NO. 175 ENTITLED INSPECTIONS OF MULTIPLE
DWELLINGS

FIRST READING: MAY 19, 2025

An Ordinance of the Charter Township of Superior to adopt Ordinance No. 196 entitled Rental Housing Certification to establish rules and regulations for the periodic and equitable registration, inspection, and periodic certification of all forms of rental housing including single-family, condominium, mobile home, two-family duplex, multifamily, and accessory dwelling unit style buildings and dwelling units; and in doing so, the Charter Township of Superior hereby repeals Ordinance No. 106 entitled Inspection of Multiple Dwellings effective on January 15, 1990 as amended by Ordinances No. 170 effective on January 22, 2008 and Ordinance No. 175 effective on October 6, 2008.

The Charter Township of Superior Board of Trustees does hereby ordain as follows:

Section 196.01 – Title. This Ordinance shall be known as the Rental Housing Certification Ordinance.

Section 196.02 – Purpose and Intent. The intent of the Rental Housing Certification Ordinance is to ensure that all rental properties within the Charter Township of Superior meet minimum standards of health, safety, and habitability. This ordinance represents a commitment to upholding established standards in rental housing and recognizing the importance of safe, clean, and well-maintained homes for all residents. By implementing this certification process, the Charter Township of Superior seeks to create a fair and equitable housing environment that benefits landlords, tenants, and the community as a whole. The purpose of this ordinance is multifaceted, encompassing the following objectives:

- 1) **Resident and Visitor Safety and Health:** To safeguard resident-tenants and transient visitors by ensuring that rental properties are free from hazards that could harm their health or safety. This includes adherence to property maintenance codes, and proper maintenance of electrical, plumbing, and heating systems to be verified through registration, inspection and biennial certification of eligible dwelling units.
- 2) **Housing Quality:** To maintain and improve the quality of all rental housing units through registration, periodic inspection, and periodic certification, and ensuring that properties are well- maintained and fit for occupancy.
- 3) **Neighborhood Stabilization:** To preserve the stable and attractive character of neighborhoods by preventing the deterioration of rental properties, which can negatively impact surrounding property values and community well-being.

- 4) **Rental Housing Stability:** To promote quality rental housing supply and price stability for resident- tenants by holding all landlords and property managers to the same property maintenance and inspection standards regardless of location, style, or funding source.
- 5) **Transparency and Accountability:** To establish clear standards, procedures, and penalties that are equitably enforced for landlords and property managers, promoting transparency and accountability in the rental housing market.
- 6) **Promote Public/Private Regulatory Harmony:** To promote harmony and eliminate conflict between Township ordinance requirements and private homeowner association (HOA/COA) regulations by requiring notification to a subject HOA/COA upon registration of rental housing units situated on private property that is regulated by private rules, by-laws or deed restrictions.
- 7) **Community Health:** To contribute to the overall health of the community by reducing incidences of substandard living conditions, which can lead to broader public health issues.
- 8) **Economic Vitality:** To support the local economy by fostering a stable rental market, encouraging property investment, and ensuring that all rental units are safe and habitable.
- 9) **Public Safety and Services:** To assist the Township with information for the provision of adequate police, fire, and emergency response protection; more equal and equitable real and personal property taxation; better efficiency and economy in furnishing public utility services; and more comprehensive and informed planning and zoning for uses of land and structures within Superior Township.

Section 196.03 – Definitions.

The following words, terms, and phrases used in this Ordinance shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Adult Foster Care Facility: Refer to Zoning Code Definitions Sec. 17.03.

Building Code: The provisions of the Michigan State Construction Code Act (act 230 of the public acts of 1972, as amended).

Building Official: The Building Official designated by the Superior Township Board of Trustees, or their authorized representatives, charged with the responsibility of enforcing this Ordinance.

Certificate of Rental Housing Compliance: A certificate issued by the Building Official indicating that the rental structure or rental unit identified on the certificate complies with all applicable provisions of this code on condition that the premises remain in safe, healthful and fit condition for occupancy. A certificate shall be valid for a period of twenty-four (24) months unless otherwise extended by the Building Official. A certificate may be immediately suspended or revoked if the Building Official determines that conditions exist which constitute a hazard to health or safety.

Certificate of Compliance Incentive Bonus: An additional twelve (12) month period of time that a Certificate of Rental Housing Compliance is valid.

Clean and Check Certification: Written certification by a licensed mechanical contractor indicating that a fuel-fired furnace or a wood-burning fireplace is safe and properly functioning.

Condominium Unit: Refer to Zoning Code Definitions Sec. 17.03.

Department: The Superior Township Building Department.

Dwelling: Refer to Zoning Code Definitions Sec. 17.03 inclusive of the following terms:

- i) *Apartment*
- ii) *Accessory Dwelling*
- iii) *Efficiency Apartment*
- iv) *Attached Dwelling*
- v) *Detached Dwelling*
- vi) *Manufactured Dwelling*
- vii) *Modular Dwelling*
- viii) *Multiple Family Building*
- ix) *Single-Family Dwelling*
- x) *Stacked Flats Building*
- xi) *Townhouse*
- xii) *Two-Family or Duplex Dwelling*

Family: Refer to Zoning Code Definitions Sec. 17.03(73).

Fee: A monetary fee determined from time to time by resolution of the Township Board of Trustees.

Initial Phase-In Period: The period of time from the effective date of this article through completion of the first inspection cycle, a duration of approximately two (2) years, during which time all rental structures and rental units in existence on the effective date of this article shall be required to be inspected and issued a Certificate of Rental Housing Compliance. It shall be permissible for a tenant to continue to occupy an existing rental unit during the initial phase-in period prior to issuance of a Certificate of Rental Housing Compliance as long as the property owner has registered the unit as required by this code. Any order of the Building Official prohibiting occupancy of a unit shall override this provision.

Lease: Any written or oral agreement that sets forth conditions concerning the use and occupancy of rental structures or rental units between an owner and tenant.

Life/Safety Code Violation: Any physical condition or code violation that, in the opinion of the Building Official, poses a hazard, either imminent or looming, to the health and safety of occupants of a structure or the general public. Any *serious and imminent hazard* as defined in this ordinance and the Michigan House Law shall also constitute a

life/safety code violation.

Manufactured Housing Park: Refer to Zoning Code Definitions Sec. 17.03.

Multifamily Accessory Facility: A mechanical room, boiler room, laundry room, storage area, pool, recreation facility, or other similar facility located within a multifamily structure or on the property of one or more multifamily structures.

Occupant Notice of Life/Safety Code Violation: A written notice delivered to the occupant of a rental unit informing the occupant of the existence of a life/safety code violation in accordance with the Housing of Law of Michigan MCL 125.532 as amended.

Owner: A person or entity with legal or possessory interest in a property, structure, or dwelling unit.

Person: Refer to Zoning Code Definitions Sec. 17.03.

Posting: A placard affixed to a rental structure or rental unit by the Department to notify the owner and occupants of the existence of ongoing unresolved violations of this ordinance and/or the Property Maintenance ordinance. A posting is intended to be an intermediate step between a Notice of Violation and a citation to appear in court issued to the owner of a non-compliant rental structure or unit.

Rent: The consideration paid for the right to use and possess property, examples of which include, but are not limited to, the payment of money, the payment of property taxes, the payment of utility expenses, the exchange of goods or services, the performance of home improvements, the performance of routine maintenance, the occupancy of a dwelling to maintain its security, a form of employment compensation, the bartered or discounted exchange(s) of merchandise or services, labor, and the like.

Rental Housing Inspection Guidelines: The provisions of Ordinance No. 195 of the Code of Ordinances entitled Property Maintenance Code Ordinance.

Rental Housing Registration: Acceptance of an official application form and fee submitted by an owner to the Department reporting ownership of a rental structure including all required information regarding said structure, all dwellings and accessory facilities contained within said structure and upon said premises and the designation of a Responsible Local Agent where applicable.

Rental Structure: Any building that contains one or more rental units or one or more sleeping units that are occupied by non-owners regardless of whether one of the units is occupied by the owner. Adult foster care, senior housing, and transitional housing uses that are situated in residential neighborhoods or within multifamily buildings are considered to be rental structures and/or rental units for purposes of this article.

Rental Unit: Any apartment, room, dwelling, or portion thereof or any condominium unit for which a person or group of persons pays rent directly or indirectly to the owner thereof, or which is otherwise occupied by a non-owner, for the purpose of a person to

reside therein. This definition includes dwellings situated in residential neighborhoods or within multifamily buildings that are used for adult foster care, senior housing, and transitional housing. This definition does not include: 1) owner-occupied single-family or duplex units in which the owner is assisting immediate family members in exchange for consideration; 2) hotels and motels licensed and inspected by the state, permitted bed and breakfast establishments, country-inn establishments, or any other similar facilities licensed and inspected by the State.

Responsible Local Agent: An individual person, corporation, partnership, or other legal entity designated to represent the owner of a rental structure. The responsible local agent shall have a place of business or residence within one-hundred and fifty (150) miles of the Charter Township of Superior geographic boundaries. The responsible local agent shall be responsible for operating such premises in compliance with all the provisions of this Ordinance and shall be the sole point-of-contact with the Department to facilitate the administration of this Ordinance. The owner is, by default, the responsible local agent unless otherwise designated.

Senior Housing: Refer to Zoning Code Definitions Sec. 17.03.

Serious and Imminent Hazard: A dangerous condition in a premises that could reasonably be expected to cause death or serious bodily harm to the occupants of the premises if that dangerous condition is not immediately corrected by the owner. If an inspector determines that a violation constitutes a serious and imminent hazard to the health or safety of the occupants, the enforcing agency shall notify the occupants in writing and shall notify the Michigan Department of Health and Human Services within 48 hours in compliance with MCL 125.532 of the Housing Law of Michigan.

Temporary Certificate of Compliance: A certificate issued for a rental structure, unit, or accessory facility following an inspection, which is found to be in substantial compliance with this Ordinance and which, in the opinion of the building official, has no life/safety code violations. Such certificate shall state any remaining violations to be corrected and the date it expires at which time all remaining violations shall be corrected. A reasonable extension may be granted at the discretion of the building official. Failure by the owner to correct the violations within the specified time shall constitute a violation of this Ordinance.

Tenant: The person or persons entitled to the use and occupancy of a rental unit or any portion thereof as permanent residency.

Section 196.04 – Registration of Rental Structures Required.

No person shall engage, or be engaged, in the operation, rental or leasing of a rental unit without first registering the rental structure and reporting all rental units and multifamily accessory facilities, if any, contained therein with the Department in the manner provided herein.

- (a) **Existing Structures:** The owner of any existing rental structure(s) shall register each such structure with the Department within 60 days of the effective date of this Ordinance.
- (b) **New Structures:** All newly constructed rental structures shall be registered prior to the

issuance of a certificate-of-occupancy by the Department.

- (c) **Converted Structures:** Structures not subject to the provisions of this Ordinance on the effective date of this Ordinance that later become rental structures shall immediately be registered and comply with all other provisions of this Ordinance prior to occupancy.

The registration shall include a description of all rental units and multifamily accessory facilities, if any, within each structure and upon said premises as indicated on the registration form provided by the Department as follows:

- 1) Each single-family structure shall require one registration.
- 2) Condominiums and manufactured/mobile homes shall register as single-family structures.
- 3) Each two-family duplex structure shall require one registration.
- 4) Each multifamily structure shall require one registration, and every multifamily structure on a property shall require a separate registration.

The registration of one rental structure shall not relieve the owner from the necessity of registering all other rental structures that they/it owns in the Township.

Section 196.05 – Designation of a Responsible Local Agent.

The owner of a rental structure is, by default, the responsible local agent. An owner may designate another person or entity to be the responsible local agent. The responsible local agent shall be responsible for operating and providing the Department access to the rental structure and rental units. A tenant shall not be designated to function as the responsible local agent unless both the owner and the tenant have signed the appropriate Township form verifying their acceptance of responsibility.

All official notices and correspondence of the Township related to the administration of this Ordinance shall be issued to the responsible local agent, and any notice or correspondence so issued shall be deemed to have been issued to the owner.

Section 196.06 – Registration Forms.

- (a) Application for registration shall be made on a form provided by the Department and filed with the Department and shall include the following information:
- 1) The assigned parcel address of the property upon which the rental structure is located, the type of structure, the number of dwelling units contained within the structure, and whether an owner occupies any portion of the structure.
 - 2) For duplex, multifamily, and mobile/manufactured home structures, the registration shall include the street address or unit number assigned to each dwelling unit, a description of each dwelling unit, the number of separate exterior dwelling entrances, and a listing of all multifamily accessory facilities as specified on the form.
 - 3) The owner's name, address, phone number, and email address. No post office box shall be accepted as a legal address, however, may be used as a mailing address upon written request of the owner.
 - 4) If the owner is a corporation, the registration shall include the name of the corporation, the Michigan corporate entity number, the corporate mailing address,

- phone number, and email address. Corporate registrations shall also include the name, address, phone number and email address of the resident agent responsible to receive legal service on behalf of the corporation.
- 5) The owner's signature or alternate method of conveying consent by a person or entity lawfully authorized to do so representing the owner or owner's estate.
 - 6) If applicable, the designation of a responsible local agent, the agent's mailing address, phone number, and email address.
 - 7) The responsible local agent's signature (if applicable).
 - 8) A statement indicating whether the rental structure being registered is situated on private property that is regulated by private HOA/COA rules, by-laws or deed restrictions, including the name and contact information for the HOA/COA. The Department shall notify the HOA/COA of the registration in order to promote harmony and eliminate conflict between Township ordinance requirements and private homeowner association (HOA/COA) regulations. The Township shall not enforce HOA/COA regulations.
 - 9) The applicable registration fees shall be submitted with the completed application form.
- (b) For multifamily structures, the owner shall provide a site plan or drawing depicting details of the property including the location of all structures, parking areas, and accessory facilities on the site, and a complete layout of each building showing building addresses, dwelling unit numbers and floor plans.

Section 196.07 – Certificate of Rental Housing Compliance Required.

- (a) The Department shall provide for the inspection of all rental structures, rental units, and multifamily accessory facilities pursuant to one (1) or more of the bases authorized pursuant to the Housing Law of Michigan MCLA 125.526 for the purpose of determining whether the structures, units, and facilities comply with all applicable provisions of this Ordinance. Those structures, units, and facilities that are determined to comply shall be issued a certificate of compliance.
- 1) **Single-Family:** Each single-family structure, whether attached or detached, shall require a certificate of compliance.
 - 2) **Two-Family/Duplex:** Each two-family duplex structure shall require separate certificates of compliance for the exterior building/grounds and each separate interior dwelling unit.
 - 3) **Multifamily:** Each multifamily structure, each multifamily accessory facility, and each multifamily dwelling unit shall require separate certificates of compliance, none of which may be unreasonably withheld pending issuance of any other within the same structure.
 - 4) **HUD Multifamily Inspections:** The Building Official has sole discretion to accept an inspection report of individual multifamily structures and dwelling units conducted by the United States Department of Housing and Urban Development (HUD) under the real estate assessment center (REAC/NSPIRE) inspection process as a substitute for an inspection conducted by the Department as authorized pursuant to MCLA 125.526 of the Housing Law of Michigan. Such substitute inspection must have been completed within twelve (12) months of the required Township inspection, must include written verifiable proof that all cited deficiencies have been corrected, and must be deemed acceptable by the Building Official. Upon acceptance, individual

rental units shall be issued a certificate of compliance with no inspection fees.

- (b) No person or entity, either the owner or the owner's responsible local agent, shall rent or lease a rental unit unless that owner or agent has first obtained certificates of compliance from the Department except during the limited period of time until the unit is first inspected during the initial phase-in period of this Ordinance. For new construction that occurs after the effective date of this Ordinance, the original certificate of occupancy shall serve as the certificate of compliance for a period of twenty-four (24) months, after which the owners of said units shall apply for a certificate of compliance renewal. Structures not subject to the provisions of this Ordinance on the effective date of this Ordinance that later become rental structures shall be registered, inspected, obtain a certificate of compliance, and comply with all other provisions of this Ordinance prior to occupancy of any dwelling unit.

Section 196.08 - Issuance of Certificate of Compliance.

- (a) A certificate of compliance shall be issued for applicable structures, dwelling units and accessory facilities after all recorded code violations are corrected, verified as code compliant by reinspection, and after all fees have been paid in full.
- (b) A certificate of compliance shall be issued on the condition that the subject structure, dwelling unit, or accessory facility remain in compliance with this Ordinance and all other applicable ordinances and laws. If, after certification, the Department determines that violations exist, the certificate may be temporarily suspended as to the affected areas or the full certificate may be revoked. The building official may order the premises vacated until the subject structure, unit, or accessory facility is brought into compliance, and may seek other remedies authorized by law.

Section 196.09 - Term and Renewal.

- (a) **Registration** of a rental structure shall be valid for as long as ownership or designation of a responsible local agent remains unchanged.
- (b) **A Certificate of Rental Housing Compliance** shall be valid for a period of 24 months and shall be renewed on a biennial basis. Such certificates shall be valid until the expiration date recorded on the certificate unless administratively extended, suspended, or revoked by the Department. The period of time the certificate is valid shall begin on the date of the first scheduled inspection and shall expire at midnight 24 months later. If an owner or agent cancels or fails to appear for a scheduled inspection, the resulting time delay shall not serve to extend the period of time the certificate is valid. The date of issuance and expiration shall be recorded on the certificate.
- (c) **Certificate Renewal:** It is the duty of the owner or responsible local agent to arrange for the inspection necessary for the renewal of the certificate at least 60 days prior to its expiration date.
- (d) **Incentive Bonus:** Any owner or responsible local agent shall be afforded the opportunity to earn an *Incentive Bonus* that extends the period of time a certificate of compliance is valid from 24 months to 36 months. An additional twelve (12) months bonus time shall be granted when all of the following conditions are met:
 - 1) There are no more than four (4) non-life/safety code violations recorded during the initial inspection;
 - 2) All recorded code violations are corrected and verified no later than the first scheduled re- inspection date;
 - 3) There are no outstanding fees, fines, or taxes owed to the Township for the subject

- property; and
- 4) All required building/trade permits for work done within the structure were properly obtained.
- 5) For multifamily properties, the requirements listed in (1) through (4) above shall be met for a cumulative total of no less than seventy percent (70%) of all structures, units, and accessory facilities on the property.
- (e) If an owner or responsible local agent fails to arrange for the inspection necessary to renew the certificate of compliance at least 60 days prior to its expiration, the Department shall schedule the inspection and send notification to the owner or responsible local agent pursuant to Section 196.13.
- (f) The Department may, in the absence of any known life/safety code violations, administratively extend the expiration date of a certificate of compliance due to circumstances beyond the control of an owner or responsible local agent, including but not limited to, the Department's inability to perform an inspection in a timely manner. No penalty shall be imposed upon the owner or responsible local agent under such circumstances.

Section 196.10 - Transfer of Ownership or Responsible Local Agent.

- (a) A certificate of compliance shall be transferable when the ownership of a rental structure changes provided that all certificates of compliance required for the subject property are valid at the time of transfer.
- (b) It shall be the duty of the new owner to immediately register the property with the Department consistent with Section 106.4 and pay a fee established by the Township.
- (c) It shall be unlawful for the owner of any rental structure or rental unit, who has received a Notice of Violation of any code or ordinance of the Township for that property, including zoning violations, building code violations, violations of rental inspection guidelines, fire code, or nuisance code violations, to transfer, convey, sell, including by land contract, ownership and/or interest in any way to another, unless such owner shall have first furnished to the grantee, vendee, or transferee a copy of any Notice of Violation and shall have furnished to the Department with a signed and notarized statement from the grantee, vendee, or transferee acknowledging receipt of such Notice of Violation and acknowledging legal responsibility for correction of the violation(s).
- (d) An owner may at any time designate a new responsible local agent to replace the responsible local agent on file with the Department by submitting a form provided by the Department and paying a fee established by the Township. The Transfer of Ownership or Responsible Local Agent form shall include all applicable identifying information and signatures as required on the registration form.

Section 196.11 - Initial Inspections.

- (a) The Department shall schedule initial inspections, at its discretion, of rental structures, units, and accessory facilities that are subject to provisions of this article to determine whether the structures and units qualify for a certificate of compliance. The owner or responsible local agent of the property shall receive no less than 30 days' prior notice of the Department's intent to inspect; the owner may voluntarily waive the notice period and consent to an inspection at an earlier date.
- (b) The owner shall notify the tenant of the Department's request to inspect their unit, shall make a good-faith effort to obtain the tenant's consent for an inspection, and, if the owner obtains

the tenant's consent for an inspection, shall arrange for the inspection by the Department. The owner shall provide to the tenant a minimum of 72 hours' written notice of the Department's intent to inspect the unit.

- (c) The owner shall comply with provisions of the Housing Law of Michigan.
- (d) Inspection fees established by the Township shall be paid in full by the owner or responsible local agent prior to the date of inspection. An owner's failure to collect inspection fees in advance from tenants shall not be recognized as a valid reason to delay scheduled inspections. Inspections shall not be performed, and additional fees shall be incurred, when fees are not paid by the owner prior to the date of inspection resulting in missed inspections.
- (e) Scheduled inspections that are canceled less than 72 hours prior to the inspection date may incur additional fees as established by the Township to reschedule the inspection.
- (f) In the event an inspector is unable to perform a scheduled inspection due to the inability to access a structure or dwelling unit or because the owner or responsible local agent failed to show up at the appointed time or failed to pay inspection fees prior to the date of inspection, additional fees shall be incurred as established by the Township.
- (g) After the initial phase-in period, all rental structures, units, and accessory facilities that are subject to provisions of this Ordinance shall be required to be inspected at not less than 24-month intervals nor more than 36-month intervals unless adjusted by the Department.
- (h) The Department shall inspect rental structures, units, or accessory facilities pursuant to any of the following circumstances:
 - 1) Upon receipt of a new rental registration application for a structure that was not previously registered.
 - 2) Upon receipt of any certificate of compliance renewal request for any structure, unit, or accessory facility that has been previously certified.
 - 3) Upon receipt of a complaint from an owner or tenant that a structure, unit, or accessory facility is in violation of the property maintenance code or any other ordinance or code of Superior Township, or is in violation of Michigan's Housing Law, being MCLA 125.401 et seq. of the Michigan Compiled Laws.
 - 4) Upon receipt of a report or referral from a law enforcement agency, a fire prevention agency, a public agency or department, or any individual indicating that the premises may be in violation of this Ordinance. The request shall be based on the personal knowledge of the person making the report.
 - 5) If a survey of the premises gives the Building Official probable cause to believe that the premises is in violation of this Ordinance.
 - 6) Upon receipt of information that a rental structure is not registered with the Department as required by this Ordinance.
- (i) If consent to enter a rental dwelling unit requiring inspection is refused by the tenant, the Building Official and/or their designee shall have recourse to the remedies provided by law to secure entry, including but not limited to obtaining an administrative search warrant to perform the required inspection. Inspections shall be limited to only the areas necessary to ascertain compliance with applicable ordinances, codes, and state law. Every reasonable effort shall be made to obtain consent to voluntarily enter the premises for the purpose of conducting a property maintenance inspection.
- (j)

Section 196.12 - Reinspections Required; Presumptions.

- (a) ***Reinspections required.*** An owner or responsible local agent who receives written notice of a code violation(s), shall correct the code violation(s) within the period of time specified in the

Notice of Violations and shall consent to a reinspection to verify compliance.

- (b) ***Failure to Correct/Posting.*** Failure to correct a code violation within the specified period of time constitutes a nuisance per se and may result in the rental structure or rental unit being posted for non-compliance with this Ordinance and/or any other applicable codes or regulations.
- (c) ***Failure to have property timely reinspected.*** Following inspection and Notice of Violations, should the owner or the owner's responsible local agent fail to facilitate a reinspection prior to the date specified for correction of the violations or by any extended date granted by the Department, it shall be presumed that any violations in the Notice of Violations that have not been previously reinspected and approved have not been corrected and the owner or responsible local agent shall be responsible for failing to repair those violations as if they had not been corrected.
- (d) ***Inability to conduct reinspection.*** Should the Department be unable to gain entry to a rental structure or rental unit for a scheduled reinspection then it shall be presumed that any violations in the Notice of Violations that have not been previously reinspected and approved have not been corrected and the owner or responsible local agent shall be responsible for failing to repair those violations as if they had not been corrected.

Section 196.13 - Notice of Intent to Inspect.

If the owner fails to register a rental structure, the Department will send notice by First Class mail to the owner at the mailing address of record with the Township Assessor's Office to register the subject structure. Owners shall have 14 days from the date of mailing to submit the completed registration forms and fees, and to schedule an inspection appointment. In the event an owner fails to comply, the Department may issue a citation for renting without a certificate of compliance and schedule a formal hearing before the presiding judge in the district court of authority.

Section 196.14 - Inspection Guidelines And Property Maintenance Standards.

The rental housing inspection guidelines shall be the provisions of Ordinance No. 195 of the Code of Ordinances entitled Property Maintenance Ordinance.

Section 196.15 - Notices and Orders

- (a) Official notices and orders issued pursuant to this article, including but not limited to inspection scheduling notices, inspection reports, notices of code violations, and invoices, shall be served upon the owner or designated responsible local agent by First Class mail to the address reported on the registration form, in person, or by email to the email address reported on the registration form upon written consent of the owner or responsible local agent.
- (b) Whenever the Building Official or their designee determines that there has been a violation of any section of this Ordinance, a Notice of Violation shall be issued to the Responsible Local Agent containing details of the alleged violation and order for correction of the violation as provided for in the Property Maintenance Ordinance, Ordinance No. 195, of the Code of Ordinances.
- (c) Whenever a Notice of Violation has been issued for any code violation that, in the Building Official's opinion constitutes a serious and imminent hazard to the health and safety of the

occupants of a dwelling, the Department shall also provide a written copy of the Notice of Violation to the occupants of the dwelling and to the Michigan Department of Health and Human Services in accordance with State Housing Law MCL 125.

Section 196.16 - Appeal Process

(a) Appeal of Applicability of the Ordinance.

- 1) If the owner or responsible local agent disagrees with the written opinion of the Building Official or their designee as to whether the subject rental structure, unit, accessory facility, or exterior building/grounds is subject to provisions of this Ordinance, the owner or responsible local agent may appeal to the Township Board of Trustees.
- 2) Any owner or responsible local agent requesting such an appeal shall file a written request therefor to the Building Department within ten (10) days after the date of the written opinion of the Building Official. The appeal shall be made in writing and mailed or hand delivered to the Building Department.
- 3) As soon as practical, the Township Board of Trustees shall fix a time, date and place for a hearing and provide notice of the same to the owner or responsible local agent ten (10) days before the scheduled hearing date.
- 4) The Township Board of Trustees shall hear evidence and testimony by Township Departments and other concerned individuals regarding the appeal. The owner or responsible local agent, and/or their representatives, shall be allowed to present evidence and testimony at the hearing on the issues that are the subject of the appeal. After the hearing, the Township Board of Trustees shall decide by Resolution whether the subject structure or dwelling shall be regulated pursuant to provisions of this Ordinance. The decision of the Township Board of Trustees shall be final and shall be binding on the owner, responsible local agent, tenant, and the Township.
- 5) The owner may appeal the final decision of the Township Board of Trustees to the Washtenaw County Circuit Court within 21 days of the date of the final decision.

(b) Appeal of Notice of Violation of the Property Maintenance Code.

- 1) If the owner or responsible local agent disagrees with the opinion of the Building Official or their designee as to the existence of an alleged violation of the Property Maintenance Ordinance, or the period of time that will be reasonably required to correct the alleged violation as set forth in the Notice of Violation, the owner or responsible local agent may appeal as provided for in the Property Maintenance Ordinance, Ordinance No. 195, of the Code of Ordinances.

Section 196.17 - Fees.

- (a) Reasonable fees to receive and process registrations, to schedule and perform inspections, to post notices, to invoice and collect fees, to issue certificates of compliance, to investigate tenant complaints, and for other miscellaneous requirements to administer this Ordinance shall be established by resolution adopted by the Township Board of Trustees and shall be placed on file and made available to the public by the Township Clerk's Office.
- (b) Reasonable fees will be charged when an inspector is unable to conduct a scheduled inspection because the person responsible for facilitating access was not present to do so, when the inspector is effectively locked out of the area to be inspected, when fees have not

ORDINANCE 196 – RENTAL HOUSING CERTIFICATION

PAGE 196 - 13

been paid prior to the date of an inspection and the inspector is unable to proceed, and when an administrative search warrant is necessary to facilitate an inspection. Such fees shall be established by resolution adopted by the Township Board of Trustees and shall be placed on file and made available to the public by the Township Clerk's Office.

Section 196.18 - Right to Examine Certificate of Rental Housing Compliance; Certification Registry.

- (a) The owner or responsible local agent shall provide a copy of a valid certificate of compliance to the tenant or prospective tenant upon request.
- (b) The Building Department shall maintain a registry of all rental structures and rental units that have been granted certificates of compliance or have had a certificate of compliance denied, suspended, or revoked. Such registry shall be made available for public inspection or posted on the Township website.

Section 196.19 - Harassment.

- (a) Any owner or responsible local agent who harasses or threatens a tenant or person who pays rent with loss of occupancy as a result of filing a valid complaint shall be responsible for a municipal civil infraction.
- (b) Any tenant or person who pays rent who shall maliciously or frivolously cause an inspection to be made for the purpose of harassing any individual, owner or responsible local agent, corporation, or governmental agency when no violation is present shall be responsible for a municipal civil infraction.
- (c) The Building Official and/or their designee shall not be harassed, stalked, threatened, hindered, assaulted, or otherwise interfered with in the performance of their duties. Notwithstanding any other section in this Ordinance, a violation of this subsection shall be a municipal civil infraction.

Section 196.20 - Penalties.

- (a) Any violation of this Ordinance is a nuisance per se and the Township can file suit to abate the nuisance if necessary, in addition to civil fines and penalties.
- (b) Any violation of this Ordinance shall be punishable as a municipal civil infraction. A separate offense shall be deemed committed each day during or on which a violation or noncompliance occurs or continues.
- (c) The civil fines shall be as follows:
 - 1) First offense: \$300 plus costs and other sanctions for each offense.
 - 2) Repeat offense within a 24-month period: \$500 plus costs and other sanctions for each offense.

Section 196.21 - Repealer. That the Charter Township of Superior Ordinance No. 106 entitled Inspection of Multiple Dwellings effective on January 15, 1990 as amended by Ordinances No. 170 effective on January 22, 2008 and Ordinance No. 175 effective on October 6, 2008 is hereby repealed in its entirety and all other ordinances or parts of laws in conflict herewith are hereby repealed.

Section 196.22 - Severability. That if any section, subsection, sentence, clause or phrase of this

legislation is, for any reason, held to be unconstitutional, such decision shall not affect the validity of the remaining portions of this ordinance. The Charter Township of Superior Board of Trustees hereby declares that it would have passed this law, and each section, subsection, clause or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses and phrases be declared unconstitutional.

Section 196.23 - Preservation of Actions. That nothing in this legislation shall be construed to affect any suit or proceeding impending in any court, or any rights acquired, or liability incurred, or any cause or causes of action acquired or existing, under any act or ordinance hereby repealed as cited in Section 196.21 of this law; nor shall any just of legal right or remedy of any character be lost, impaired or affected by this legislation.

Section 196.24 - Publication. That the Charter Township of Superior Clerk is hereby ordered and directed to cause this legislation to be published in the manner as required by law and except as otherwise provide by law, shall be effective on the day after final publication.

**CHARTER TOWNSHIP OF SUPERIOR
WASHTENAW COUNTY, MICHIGAN**

ORDINANCE NUMBER 197

ORDINANCE FOR MODIFICATION OF THE URBAN SERVICE DISTRICT BOUNDARY

FIRST READING: MAY 19, 2025

1. Purpose.

- a. The Township has a finite capacity of water and sewer services which it purchases from the Ypsilanti Community Utilities Authority for a large majority of the Urban Service District and from Ann Arbor Charter Township for a small area at the west edge of the Township along Geddes Road. The Urban Service District boundary was arrived at by considering such factors as population growth, zoning, land use policy, topography and capacity of the water and sanitary systems. The Urban Service District boundary was established to allocate available capacity based on governmental agreements and planned uses as set forth in the Township Master Plan.
- b. The Township Board recognizes that a change in the Urban Service District boundary would effectively alter or critically impact land use planning, township character, and natural resource preservation in the Township. Consequently, as a matter of policy, it is the objective of the Township Board that the Urban Service District boundary shall remain consistent with, and shall promote the objectives contained in, the Township Master Plan recommended by the Township Planning Commission and approved by the Township Board.
- c. Due to the available system capacity, financial capability, township preservation policies, and land use planning, absent extraordinary circumstances, the Urban Service District boundary shall not be expanded beyond its current boundaries in the foreseeable future. Accordingly, modifications, if any, made to the district boundary should defer to areas determined to be of relatively higher priority considering the types and intensities of land use, the concentrations of population, the nature of soils and water tables in relation to the ability to support on-site sanitary sewage disposal systems, and the long-range planning which has been done in the Township.
- d. The purpose of this Ordinance is to establish a procedure and standards for the review and consideration of modifications to Urban Service District boundary within the Charter Township of Superior by the Township Board.

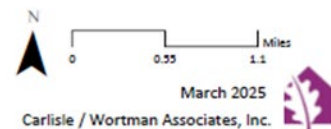
2. Urban Service District Boundary

a. Official Urban Service District Boundary:



- Superior Charter Township Boundary
- Adjacent Community Boundaries
- Highways
- Roads
- Waterways
- Urban Service District

Urban Service District
Superior Charter Township
Washtenaw County, Michigan



3. Application for Modification

- a. An application and fees for a proposed modification to the Urban Service District boundary shall be submitted on a form provided by the Township to the Township Clerk.
- b. The Township Clerk shall review the application for completeness and, if complete, send the application to the appropriate staff and consultants for review and comment.
- c. Upon completion of review and the submission of comments by staff and consultants, the Clerk shall prepare a report for the Township Board regarding the request for modification to the Urban Service District boundary.

4. Review Procedure.

- a. The Township Board shall conduct a public hearing on whether the proposed boundary modification should be made. Notice of the public hearing shall be given in the same manner as a public hearing required for the adoption of the Township's Master Plan.
- b. Following the public hearing, and any further review determined to be necessary or appropriate by the Township Board, including further review by Township staff and/or consultants, the Township Board shall determine whether the district boundary should be modified, and shall make findings consistent with the Standards set forth in Section 5 of this Ordinance.

5. Standards and Criteria

The Township Board shall consider the following standards and criteria in determining whether to adopt an Ordinance modifying the district boundary line:

- a. The proposed modification to the Urban Service District boundary is consistent with the Master Plan. If the current boundary is in material conflict with the Master Plan, such conflict is due to one of the following:
 - 1. A change in Township policy since the Master Plan was adopted.
 - 2. A change in conditions since the Master Plan was adopted.
 - 3. An error in the Master Plan.
- b. A change in land use intensity permitted by expanded sewer and/or water service shall not unreasonably impact the ability to provide commensurate services and facilities, including, without limitation, police service, fire service, emergency medical service, school facilities, park facilities, transportation infrastructure, utility service and the like.

- c. A proposed modification shall not negatively impact upon the ability to provide for sewer, water and other services and facilities to other areas within the Township which are within the established Urban Service District boundary.
- d. A proposed modification shall not have the effect of altering the character of any area of the Township as such area exists at the time of the request, unless said alteration is contemplated in the Master Plan, and the timing for such alteration is determined to be appropriate.
- e. A proposed modification shall not create or result in a capital expenditure for the Township including but not limited to system upgrades, capacity improvements or increase such as pump/booster stations or water/wastewater storage facilities, whether, within the system and design and construction of infrastructure related to the proposed modification. Any and all of such improvements will be at the expense of the applicant and be required to follow industry standards and the requirements of the YCUA as to system capacity factors of safety.

6. Fees

- a. The applicant requesting the Urban Service District boundary line modification shall be responsible for all costs and expenses of the Township's review. However, if the Township determines to undertake a review on a broader area basis, the Township may, at its discretion, require the applicant to only pay that portion of the costs and expenses of the review related to the applicant's request.
- b. Payment shall be made by escrowing in advance with the Township the amount estimated by the Township Clerk to be required for the review. If the actual costs and expenses are greater than the estimate, additional escrow shall be required, and if the actual costs and expenses are less than the estimate, all excess amounts shall be returned to the person or entity posting the escrow.

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**CHARTER TOWNSHIP OF SUPERIOR
WASHTENAW COUNTY, MICHIGAN**

ORDINANCE NUMBER 195

**AN ORDINANCE TO ADOPT THE 2021 INTERNATIONAL PROPERTY
MAINTENANCE CODE AND TO REPEAL ORDINANCE NO. 191 ENTITLED
ADOPTION OF THE 2015 PROPERTY MAINTENANCE CODE**

FIRST READING: MAY 19, 2025

An Ordinance of the Charter Township of Superior adopting the 2021 edition of the International Property Maintenance Code, regulating and governing the conditions and maintenance of all property, buildings and structures; by providing the standards for supplied utilities and facilities and other physical things and conditions essential to ensure that structures are safe, sanitary and fit for occupation and use; and the condemnation of buildings and structures unfit for human occupancy and repealing Ordinance Number 191 of the Charter Township of Superior and all other ordinances or parts of laws in conflict therewith.

**The Board of Trustees of the Charter Township of Superior does hereby ordain
as follows:**

Section 1. Adoption of the 2021 International Property Maintenance Code.

That a certain document, a copy of which is on file in the office of the Clerk of the Charter Township of Superior, being marked and designated as the *International Property Maintenance Code, 2021* edition, as published by the International Code Council, be and is hereby adopted as the Property Maintenance Code of the Charter Township of Superior, in the State of Michigan for regulating and governing the conditions and maintenance of all property, essential to ensure that structures are safe, sanitary and fit for occupation and use; and the condemnation of buildings and structures unfit for human occupancy and use, and the demolition of such existing structures as herein provided; and each and all of the regulations, provisions, penalties, conditions and terms of said Property Maintenance Code on file in the office of the Clerk are hereby referred to, adopted, and made a part hereof, as if fully set out in this legislation, with the additions, deletions and changes, if any, prescribed in Section 2 of this ordinance.

Section 2. Code Amendments.

The following sections are hereby revised:

- A. Section 101.1. Title.** Insert: Charter Township of Superior, Washtenaw County, State of Michigan.
- B. Section 103.1. Creation of agency.** Insert: Property Maintenance Department.
- C. Section 103.2. Appointment.** Delete in its entirety and replace with the following:
The code official shall be the Building Official of the Charter Township of Superior and/or their designee(s) unless otherwise appointed by the Board of Trustees.

D. Section 104.1. Fees. Delete in its entirety and replace with the following:

The Board of Trustees may establish by resolution a schedule of fees for activities and services performed by the department in carrying out its responsibilities under this code. Such schedule may be amended from time to time. Fee schedules shall be published in the manner as required by law and except as otherwise provide by law, shall be effective on the day after publication.

E. Section 105.3 Right of entry. Delete in its entirety and replace with the following:

Where it is necessary to make an inspection to enforce the provisions of this code, or whenever the code official has reasonable cause to believe that there exists in a structure or upon a premises a condition in violation of this code, the code official is authorized to enter the structure or premises at reasonable times to inspect or perform the duties imposed by this code, provided that if such structure or premises is occupied the code official shall present credentials to the occupant and request entry. If such structure or premises is unoccupied, the code official shall first make a reasonable effort to locate the owner, owner's authorized agent or other person having charge or control of the structure or premises and request entry. If entry is refused, the code official shall have recourse to apply to the district court of jurisdiction to obtain an administrative search warrant to enter the premises to perform an inspection, or to seek other remedies provided by law to secure entry. If the structure or premises to be inspected is a rental dwelling unit occupied by a lessee, the code official shall act in accordance with MCLA 125.526 of the Housing Law of Michigan so as to ensure the lessee's rights to consent or refuse entry are protected.

F. Section 109.3. Prosecution of violation. Delete in its entirety and replace with the following:

Any person failing to comply with a notice of violation or order served in accordance with Section 111.4 shall be deemed guilty of a municipal civil infraction as determined by the Charter Township of Superior, and the violation shall be deemed a strict liability offense. If the notice of violation is not complied with, the code official shall institute the appropriate proceeding at law or in equity to restrain, correct or abate such violation, or to require the removal or termination of the unlawful occupancy of the structure in violation of the provisions of this code or of the order or direction made pursuant thereto. Any action taken by Charter Township of Superior on such premises shall be charged against the real estate upon which the structure is located and shall be a lien upon such real estate.

G. Section 110.4. Failure to comply. Delete in its entirety and replace with the following:

Any person who shall continue any work after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be subject to prosecution and fines in accordance with Sec.109.3 and Sec. 109.4.

H. Section 302.4. Weeds. Delete in its entirety and replace with the following:

Premises and exterior property shall be maintained free from weeds or plant growth in accordance with the Charter Township of Superior Ordinance No.

179, Turf Grass, Weeds and Brush.

- I. Section 304.14. Insect screens.** Delete in its entirety and replace with the following:
Every door, window and other outside opening required for *ventilation* of habitable rooms, food preparation areas, food service areas or any areas where products to be included or utilized in food for human consumption are processed, manufactured, packaged or stored shall be supplied with *approved* tightly fitting screens of minimum 16 mesh per inch (16 mesh per 25 mm), and every screen door used for insect control shall have a self-closing device in good working condition.

Exception: Screens shall not be required where other *approved* means, such as air curtains or insect repellent fans, are employed.

- J. Section 602.3. Heat supply.** Delete in its entirety and replace with the following:

Every *owner* and *operator* of any building who rents, leases or lets one or more *dwelling units* or *sleeping units* on terms, either expressed or implied, to furnish heat to the *occupants* thereof shall supply heat capable at all times to maintain a minimum temperature of 68°F (20°C) in all habitable rooms, *bathrooms* and *toilet rooms*.

Exceptions:

1. When the outdoor temperature is below the winter outdoor design temperature for the locality, maintenance of the minimum room temperature shall not be required provided that the heating system is operating at its full design capacity. The winter outdoor design temperature for the locality shall be as indicated in Appendix D of the *International Plumbing Code*.
2. In areas where the average monthly temperature is above 30°F (-1°C), a minimum temperature of 65°F (18°C) shall be maintained.

- K. Section 602.4. Occupiable work spaces.** Delete in its entirety and replace with the following:

Indoor occupiable work spaces shall be supplied with heat at all times capable to maintain a minimum temperature of 65°F (18°C) during the period the spaces are occupied.

Exceptions:

1. Processing, storage and operation areas that require cooling or special temperature conditions.
2. Areas in which persons are primarily engaged in vigorous physical activities.

Section 3. Adoption of Boarding Standards. Appendix A of the 2021 International Property Maintenance Code is hereby adopted as a means to provide minimum specifications for boarding a structure in order to result in consistent boarding quality and provide a reasonable means to eliminate having to approve numerous methods or materials for the boarding and securing of a structure. The Building Official of the Charter Township of Superior may authorize alternative methods that, in the official's opinion, meet or exceed the standards set forth in Appendix A.

Section 4. Repealer. That Ordinance Number 191 of the Charter Township of Superior

entitled Ordinance for the Adoption of the 2015 Property Maintenance Code Ordinance Number 191 and all other ordinances or parts of laws in conflict herewith are hereby repealed.

Section 5. Severability. That if any section, subsection, sentence, clause or phrase of this legislation is, for any reason, held to be unconstitutional, such decision shall not affect the validity of the remaining portions of this ordinance. The Charter Township of Superior Board of Trustees hereby declares that it would have passed this law, and each section, subsection, clause or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses and phrases be declared unconstitutional.

Sections 6. Preservation of Actions. That nothing in this legislation or in the Property Maintenance Code hereby adopted shall be construed to affect any suit or proceeding impending in any court, or any rights acquired, or liability incurred, or any cause or causes of action acquired or existing, under any act or ordinance hereby repealed as cited in Section 3 of this law; nor shall any just of legal right or remedy of any character be lost, impaired or affected by this legislation.

Section 7. Publication. That the Charter Township of Superior Clerk is hereby ordered and directed to cause this legislation to be published in the manner as required by law and except as otherwise provide by law, shall be effective on the day after final publication.

**CHARTER TOWNSHIP OF SUPERIOR
WASHTENAW COUNTY, MICHIGAN**

**RESOLUTION TO APPROVE PROFESSIONAL SERVICE AGREEMENT
WITH JCM MEDIA GROUP
FOR WEBSITE SUPPORT AND PROJECT SERVICES**

RESOLUTION NUMBER: 2025-30

DATE: MAY 19, 2025

WHEREAS, Superior Township recognizes the importance of maintaining and improving its public-facing digital platforms to ensure accessibility, functionality, and effective communication with its residents; and

WHEREAS, JCM Media Group has submitted a proposal to provide professional website services and technical support, including WordPress training, updates, ADA compliance improvements, and general maintenance support; and

WHEREAS, the engagement will commence on **June 1, 2025**, and conclude on **September 1, 2025**, with an option to renew ongoing support at a discounted rate thereafter; and

WHEREAS, the total value of services proposed is **\$8,225.00**, and JCM Media Group has extended two 10% discounts totaling **\$1,646.00**—one for a three-month commitment and one in recognition of Superior Township's non-profit status—bringing the **final estimated cost to \$6,579.00**; and

WHEREAS, the scope of work and schedule of rates include:

Service	Hours	Cost
WordPress Training (2 dedicated hours)	2	\$350.00
WordPress, Plugin, and Hosting Updates	2	\$350.00
ADA Compliance Updates & WCAG Testing	20	\$3,500.00
Updates Punch List & Staff Collaboration	8	\$1,400.00
General As-Needed Support (5 hrs/month)	15	\$2,625.00

NOW, THEREFORE, BE IT RESOLVED, that the Superior Township Board hereby approves the engagement of **JCM Media Group** under the direction of the Clerks Office, for the term beginning **June 1, 2025**, and ending **September 1, 2025**, with the option to renew, and authorizes the necessary expenditure of **\$6,579.00** for the described services.



CHARTER TOWNSHIP OF SUPERIOR

3040 North Prospect Road Ypsilanti, MI 48198

Telephone (734) 482-6099 Fax (734) 482-3842

Please submit one completed form per agenda item.

TO: Superior Township Board of Trustees

FROM:

DATE SUBMITTED:

BOARD MEETING DATE:

ITEM TITLE:

DESCRIPTION OF ITEM/RESOLUTION:

REQUESTED BOARD ACTION:

BACKGROUND/JUSTIFICATION:

IMPACT ON TOWNSHIP BUDGET (if any):

TOWNSHIP DEPARTMENTS OR OUTSIDE AGENCIES INVOLVED:

DEADLINES OR URGENCY (if applicable):

SUPPORTING DOCUMENTS ATTACHED:

CONTACT PERSON FOR QUESTIONS:

Name:

Title:

Phone:

Email:

Please attach this form with all supporting documents in the same email and CC the following individuals: arobinson@superior-twp.org, cbenitez@superior-twp.org, krankin@superior-twp.org, edy@superior-twp.org

Statement of Work

Client name	Superior Township
Client's administrator	Angela Robinson
Engagement type	Project + Support
Begin date	June 1, 2025
End date	Sept 1, 2025 – with option to renew support at discounted rate

Schedule of Rates

JCM Media Group's hourly rate is \$175/hr for all services rendered.

Product/Service	Hours	Cost
WordPress Training (2 dedicated hours, further training as part of as-needed support)	2	\$350.00
WordPress, Plugin, and Hosting Updates with bug testing and fixes	2	\$350.00
ADA compliance updates and testing against key WCAG standards	20	\$3500.00
Updates punch list, collaboration with staff	8	\$1400.00
General as-needed support for issues as they arise (5 hrs/month)	15	\$2625.00
SUBTOTAL		\$8,225.00
Three-month commitment discount (10%)		-\$823.00
Non-profit organization discount (10%)		-\$823.00
FINAL ESTIMATE		\$6,579.00

Payment Terms

Monthly, Net-30 — Three equal payments of \$2193

Acceptance and Authorization

The terms and conditions of the attached **Professional Services Agreement** apply in full to the services and products provided under this Statement of Work.

Company _____	Company JCM Media Group _____
Name _____	Name Jeff Travilla _____
Title _____	Title Account Manager _____
Signature _____	Signature  _____
Date _____	Date June 1, 2025 _____

PROFESSIONAL SERVICES AGREEMENT

This Professional Services Agreement (“Agreement”) is entered into as of June 1, 2025 (“Effective Date”), by and between JCM Media Group (“JCM”), and Superior Township (“Client”).

1. Services

- 1.1 Statements of Work. The Statement of Work – as defined by this document in the sections labeled “Scope,” “Investment,” and “Assumptions & Limitations” – outlines JCM’s best current understanding of Client’s expressed needs and the estimated Time and Materials required to deliver work that satisfies those needs. Client agrees that this included Statement of Work is an estimate and that final Time and Materials may differ from this estimate. Additional services outside or above the Statement of Work shall be treated as a scope expansion and rendered upon written or verbal request. JCM will make reasonable effort to notify Client verbally or in writing if a request or alteration exceeds the estimated Scope. Client agrees to be solely responsible for the impact of any and all requests that exceed the estimated scope and budget outlined within the Statement of Work.
- 1.2 Performance of Services. JCM Media Group shall, to the best of its ability, render the services set forth in the Statement of Work in a timely and professional manner consistent with generally accepted industry standards. Client shall provide in a timely and professional manner, and at no cost to JCM Media Group, assistance, cooperation, complete and accurate information and data, equipment, computer and telecommunications facilities, programs, files, documentation, a suitable work environment, and other resources requested by JCM Media Group to enable it to perform the Services (collectively, “Assistance”). JCM Media Group shall not be liable for any deficiency in performing the Services if such deficiency results from Client’s failure to provide full Assistance as required hereunder. Assistance includes, but is not limited to, designating a project manager to interface with JCM Media Group during the course of the Services and communicating with the JCM project manager in a timely manner to provide information and materials to assist in the accurate development of the work.
- 1.3 Support Policy. Client agrees that all requests for support, outside of the proposed project scope herein, and unless and until a separate support agreement is executed, will be billed for Time and Materials and bound by the terms and conditions of JCM’s then-current general support policies which are subject to change without notice. Client must ask for an estimate in writing if it wishes to be notified of estimated costs prior to JCM engaging in the work required to satisfy the support request.
- 1.4 Ownership of Work Product. As used herein, the term “Work Product” means all materials, software, tools, data, inventions, works of authorship and other innovations of any kind. With the exception of open source code that is required to retain its open source designation, ownership of Work Product is immediately transferred to Client upon final payment, which signifies approval and completion.

2 Compensation

- 2.1 Payment Terms. Unless otherwise indicated herein, all Services will be performed on a Time-and-Materials basis and billed at JCM Media Group's then-current fees. Accordingly, Client shall pay JCM Media Group for all time spent performing the Services, plus the cost of any materials, taxes, travel, lodging, communications, shipping charges and out-of-pocket expenses incurred by JCM Media Group in connection with providing the Services.
- 2.2 Net-30. Invoices shall be bound by Net-30 terms from the date sent to Client.
- 2.3 Late Payment. Invoices past due shall be subject to a 2% late fee per month.

3 Termination

- 3.1 Term. This Agreement shall commence on the Effective Date and shall continue until terminated. Completion of a Statement of Work, or any other engagement, does not automatically terminate this agreement. This agreement will remain in effect during periods of non-work and will apply to any future support, consulting, or other ancillary work requests.
- 3.2 Termination With or Without Cause. Either party may terminate this Agreement at any time, in its sole discretion and for any reason or for no reason, upon thirty (30) days prior written notice to the other party. The period of notice does not construe any obligation of additional work or additional payment except as related to Termination Balance, as defined in Section 3.3. Termination Rights. Termination of any Statement of Work shall not be considered notice of termination of this Agreement unless specifically stated in the notice. Termination of this Agreement shall automatically terminate all Statements of Work.
- 3.3 Termination Rights. Upon notice of Termination, both parties will be responsible to provide applicable cures to achieve "Termination Balance" prior to the Date of Termination. Termination Balance will be considered achieved when the Time and Materials of delivered work is equal to the amount of total payment received. At the end of the period of Notice, if Termination Balance has not been achieved due to Time and Materials delivered exceeding the sum of total payments received, any outstanding balance owed by Client will be considered uncured damages and subject to late fees (Section 2.3) and all other legal mechanisms of restitution.
- 3.4 Effect of Termination. Sections 3, 4, 5 and 6, shall survive the termination of this Agreement. Termination of this Agreement by either party shall not act as a waiver of any breach of this Agreement and shall not act as a release of either party from any liability for breach of such party's obligations under this Agreement. Neither party shall be liable to the other for damages of any kind solely as a result of terminating this Agreement in accordance with its terms, and termination of this Agreement by a party shall be without prejudice to any other right or remedy of such party under this Agreement or applicable law.

4 Limitation of Liability

JCM Media Group will deliver materials fit for the agreed upon purpose but makes no warranties, either express or implied, as to any matter whatsoever, including, without limitation, the condition of the services or any work product or deliverables developed hereunder, and JCM Media Group expressly disclaims all warranties of merchantability, non-infringement of third-party rights and title, and all

warranties that may arise from course of dealing, course of performance or usage of trade. To the extent permitted by applicable law, in no event will either party be liable under any legal theory for any special, indirect, consequential, exemplary or incidental damages, however caused, arising out of or relating to this Agreement, even if such party has been advised of the possibility of such damages. Neither party's liability to the other party under this Agreement shall exceed the total amounts paid or payable by Client under this Agreement.

5 Confidentiality

- 5.1 Confidential Information. By virtue of this Agreement, the parties may have access to information that is confidential to one another ("Confidential Information"). For purposes of this Agreement, Confidential Information of a party means information, ideas, materials or other subject matter of such party, whether disclosed orally, in writing or otherwise, that is provided under circumstances reasonably indicating that it is confidential or proprietary. Confidential Information includes, without limitation, the terms and conditions of this Agreement; all business plans, technical information or data, product ideas, methodologies, calculation algorithms and analytical routines; and all personnel, client, contracts and financial information or materials disclosed or otherwise provided by such party ("Disclosing Party") to the other party ("Receiving Party"). Confidential Information does not include that which (a) is already in Client's possession at the time of disclosure to Client, (b) is or becomes part of public knowledge other than as a result of any action or inaction of the Client, (c) is obtained by Client from an unrelated third party without a duty of confidentiality, or (d) is independently developed by Client.
- 5.2 Restrictions on Use. The Receiving Party shall not use Confidential Information of the Disclosing Party for any purpose other than in furtherance of this Agreement and the activities described herein. The Receiving Party shall not disclose Confidential Information of the Disclosing Party to any third parties except as otherwise permitted hereunder. The Receiving Party may disclose Confidential Information of the Disclosing Party only to those employees or consultants who have a need to know such Confidential Information and who are bound to retain the confidentiality thereof under provisions (including, without limitation, provisions relating to nonuse and nondisclosure) no less restrictive than those required by the Receiving Party for its own Confidential Information. The Receiving Party shall maintain Confidential Information of the Disclosing Party with at least the same degree of care it uses to protect its own proprietary information of a similar nature or sensitivity, but no less than reasonable care under the circumstances. Each party shall advise the other party in writing of any misappropriation or misuse of Confidential Information of the other party of which the notifying party becomes aware.
- 5.3 Exclusions. Notwithstanding the foregoing, this Agreement shall not prevent the Receiving Party from disclosing Confidential Information of the Disclosing Party to the extent required by a judicial order, FOIA request, or other legal obligation.
- 5.4 Equitable Relief. The Receiving Party acknowledges that the Disclosing Party considers its Confidential Information to contain trade secrets of the Disclosing Party and that any unauthorized use or disclosure of such information would cause the Disclosing Party irreparable harm for which its remedies at law would be inadequate. Accordingly, each party (as the Receiving Party) acknowledges and agrees that the Disclosing Party will be entitled, in addition to any other

remedies available to it at law or in equity, to the issuance of injunctive relief, without bond, enjoining any breach or threatened breach of the Receiving Party's obligations hereunder with respect to the Confidential Information of the Disclosing Party, and such further relief as any court of competent jurisdiction may deem just and proper.

- 5.5 Return of Materials. Upon termination of this Agreement, the Receiving Party will immediately return to the Disclosing Party all Confidential Information of the Disclosing Party embodied in tangible (including electronic) form or destroy all such Confidential Information and certify in writing to the Disclosing Party that all such Confidential Information has been destroyed.

6 General Provisions

- 6.1 Governing Law. This Agreement is to be construed in accordance with and governed by the internal laws of the State of Michigan, without regard to or application of provisions relating to choice of law.
- 6.2 Severability. If any provision of this Agreement is unenforceable, then such provision will be enforced to the maximum extent possible under applicable law so as to effect the intent of the parties and the other provisions of this Agreement will continue in full force and effect.
- 6.3 Counterparts. This Agreement may be executed in counterparts.
- 6.4 Entire Agreement; Amendment; Waiver. This Agreement (including any Statements of Work) constitutes the entire agreement between the parties with respect to the subject matter hereof. No modification of or amendment or waiver to this Agreement will be effective unless in writing and signed by each of the parties.

**CHARTER TOWNSHIP OF SUPERIOR
WASHTENAW COUNTY, MICHIGAN**

**RESOLUTION TO ACCEPT TAZ NETWORKS, INC.
PROPOSAL FOR MANAGED SERVICES**

RESOLUTION NUMBER: 2025-31

DATE: MAY 19, 2025

WHEREAS, the Charter Township of Superior requires reliable, secure, and comprehensive information technology (IT) services to ensure continuity of governmental operations and to safeguard Township data and infrastructure; and

WHEREAS, TAZ Networks has presented a Managed IT Care Agreement and Statement of Work that outlines a full suite of professional IT services, available at <https://www.taznetworks.com/sow>, and

WHEREAS, the agreement includes critical services such as unlimited support, 24x7x365 monitoring, cybersecurity threat detection and response, infrastructure management, and strategic technology planning, and

WHEREAS, the monthly cost for these services is \$5,000.00, with a one-year term that automatically renews annually unless terminated by either party with thirty (30) days' written notice; and

WHEREAS, the Superior Township Board has reviewed the terms, scope of services, service level agreement, and costs and finds them to be in the Township's best interest;

NOW, THEREFORE, BE IT RESOLVED that the Superior Township Board hereby approves entering into the Managed IT Services Agreement with TAZ Networks, effective upon adoption, in accordance with the terms and pricing outlined in the Statement of Work.

BE IT FURTHER RESOLVED, the Township Supervisor and/or Clerk are authorized to sign the agreement and take any necessary administrative actions to implement the contract on behalf of the Township.



CHARTER TOWNSHIP OF SUPERIOR

3040 North Prospect Road Ypsilanti, MI 48198

Telephone (734) 482-6099 Fax (734) 482-3842

Please submit one completed form for each agenda item

TO: Superior Township Board of Trustees

FROM: E.D.Y.

DATE SUBMITTED:

BOARD MEETING DATE: 5/19

ITEM TITLE: TAC managed services

DESCRIPTION OF ITEM/RESOLUTION:

Provide a clear/concise summary of the item being presented.

Moving to managed services

REQUESTED BOARD ACTION:

Specify the action you are asking the Board to take (e.g. approval, adoption, review, authorization).

discussion and approval

BACKGROUND/JUSTIFICATION:

Provide relevant history, previous board actions, community input, or project developments.

overspending on reactive IT.
New plan offers better coverage and
can mitigate escalating costs.

IMPACT ON TOWNSHIP BUDGET (if applicable):

Neutral

TOWNSHIP DEPARTMENTS OR OUTSIDE AGENCIES INVOLVED:

List any departments or external entities responsible for or impacted by this item.

TAE

DEADLINES OR URGENCY (if applicable):

Include any timelines, deadlines or reasons for urgency.

Ideally May vote.

SUPPORTING DOCUMENTS ATTACHED:

Include number of attachments and a brief title of each file.

managed services proposal

CONTACT PERSON FOR QUESTIONS:

Name:

Emily

Title:

Phone:

Email:

Please attach this form with all supporting documents in the same email and CC the following: arobinson@superior-twp.org, cbenitez@superior-twp.org, krankin@superior-twp.org, edy@superior-twp.org

TAZ Networks Managed IT Care Agreement

Prepared For:

**Emily Dabish Yahkind
Superior Charter Township -
Townhall
3040 North Prospect
Ypsilanti, MI 48198**



Prepared By:

**Samuel Eddy
TAZ Networks Inc
9434 Maltby Rd, Brighton, MI
48116**

Date Prepared:

4/15/2025

Corporate Headquarters
9434 Maltby Rd, Brighton, MI 48116
810-355-2280
<https://www.taznetworks.com>

Emily Yahkind
Superior Charter Township - Townhall
3040 North Prospect
Ypsilanti, MI 48198

Dear Emily:

Here is the quote you requested.

Please see our attached Managed IT Care Agreement. Within this proposal you will find the following:

- Background Information about TAZ Networks
- TAZ Networks Team Overview
- Statement of Work Location and Services Included and Excluded
- Confidentiality and Terms
- Fee Schedule

Upon review, if you have any questions with this proposal, please feel free to contact me and I will address your requests.

Please note that this is an ESTIMATE of proposed fees based on our best efforts and your input during our initial meetings. During your initial welcome visits a full network assessment will be performed. If it is found that quantities of users or devices is materially different than this proposal a revision will be created and sent over for approval.

Best Regards,

Samuel Eddy
TAZ Networks Inc
seddy@taznetworks.com
810-355-2280

About Us

A privately held company owned by Tavis and Irene Patterson, TAZ Networks Inc was founded in 2003. Having founded the company, Tavis is actively involved in every aspect of the company's operations. He works closely with our sales team and helps guide the management of our service team to our core values. We have 2 offices conveniently located in Brighton and Clinton Township for your service needs. We pride ourselves in being professional in all aspects of your service needs and truly be your consultant for all things technical. Tavis founded the company with a flat fee service mentality so that you our valued clients receive the service you desire without hour after hour of billings. This simplifies the support arrangement and makes sure that we deliver service that both of us can live up to! We are truly humbled that you have considered us for your support needs.



We manage your IT so you can concentrate on managing your business.

Service First; Technology Second

Our commitment to technology excellence has been evident since the beginning. We were one of the first three partners in Michigan to meet Microsoft's high standards to achieve the Microsoft Small Business Specialist designation. From the beginning, however, "Service First" has been our focus and guiding principle. Our five core values guide that principle for hiring our consultants that service you, and the service we provide every day:

TAZ Networks Core Values

Clients Are Everything
Don't Be "Nick Burns"
Commitment to Excellent Results
Progressive Improvement
Process Rules

Meet Your Team!



Meet the expert team that manages your account, so you can manage your business. We believe that technology without client service is useless. Our entire team is committed to providing great service first and great technology second.

Executive Management

Tavis Patterson
Founder & President



Grant Thomson
Service Manager



Account Management

Your personal account manager

Audrey Spratke
Account Manager



Sam Eddy
Account Manager



Accounting and Billing

Ready to assist on any questions regarding your billing or statements.

Gabriella Patterson
Accounts Payable and Payments



Laurel McConnell
Contracts and Billing



This IT Service and Support Agreement establishes a relationship between the organization identified above (referred to in this agreement as "Client") and TAZ Networks Inc. for purposes of providing the Client with technical support and consulting services.

This agreement is subject to review every 12 months- or sooner in the event of a significant organizational change impacting the Client's support requirements. This agreement may require modification if the terms no longer adequately reflect the previously agreed-upon IT management and support needs of the Client.

TAZ Networks will provide monitoring, maintenance, helpdesk support, central services, network administration, and virtual CIO services for the Client. This agreement covers support for existing computers, servers, networking equipment, and mobile devices for the Client.

Statement of Work

A full statement of work of all TAZ Networks services including this Managed IT Care agreement and all current TAZ Networks Services is available at <https://www.taznetworks.com/sow>.

Included Services

- **Unlimited Service Desk and Remote Support**
- **Unlimited Onsite Labor (Dispatched for Next Business Day)**
- **24x7x365 Network, Server and Device Monitoring**
- **Managed Detection and Response with 24x7x365 SOC Monitoring**
- **Anti-Virus/Anti-Spyware/Anti-Malware Configuration and Management**
- **Workstation/Server security patching**
- **Documentation of Entire Network**
- **Managed Firewall Owned by TAZ Networks**
- **Backup Software and Support Including Cloud Backup Services**
- **Contract Management**
- **VoIP Phone System Management**
- **Wireless Access Point Management**
- **Account Management**
 - **Strategic Technology Planning**
 - **Virtual CIO Services**
 - **Quarterly Business Reviews**
- **Preferred Hourly Rate for Excluded Services**

Excluded Services

Services rendered under this Agreement does not include:

Project Work: Consulting and major integration tasks considered to be major installation tasks outside of those cited in this agreement such as file server replacement or migration, network operating system upgrade and data migrations, computer workstation deployment and significant infrastructure changes will be charged at our preferred client discounted hourly rate.

Abuse of Equipment: In addition, not included is equipment repair or service necessary due to unreasonable environmental conditions or equipment applications beyond its intended use. This would include physical abuse, introduction of foreign substances, humidity and/or temperature extremes.

Move of Clients Location: Move of equipment and network infrastructure due to client's move of locations is not included under this agreement. Any workstation or network equipment relocation will be billed at time and material preferred rates for the client. An account manager will give an estimate of what is involved and the expense before work is performed.

New Computer Installations: Installation and configuration of new computers for users can be handled by TAZ Networks and will be billed hourly at the preferred hourly rate. A quote for estimated labor costs will be provided to client prior to install. Please note that computers not purchased through TAZ Networks may not meet network standards and may require extended install time.

Compliance and Auditing Efforts: Work of any kind to have the client meet a compliance or auditing requirement or renew a compliance are not in the scope of this agreement unless noted. TAZ Networks will make every effort to work with the client to meet any compliance or auditing needs. Compliance work is fully billable and prior to start of work a quote with an estimated number of hours to complete or get trained on the compliance needs will be created. Examples of this compliance include HIPAA, ITAR, NIST and others. Examples of auditing are any paperwork or security audits required by the client's vendors.

Additional Items Not Included:

Office Telephone System Support

Programming of any kind

Any parts, equipment, or shipping charges of any kind

Any software, licensing, or software renewal or upgrade fees of any kind

The cost of any 3rd Party Vendor or Manufacturer Support or Incident Fees

Confidentiality

TAZ Networks acknowledges that the information contained in this document is confidential and proprietary to our client. TAZ Networks agrees to use the same degree of care to protect the confidentiality of this information and any client data as it uses to protect its own.

The stated implementation techniques used in this document are the intellectual property of TAZ Networks. It is the responsibility of each recipient of this document to ensure that unauthorized duplication or distribution of this material outside the client is not permitted without prior written consent of TAZ Networks

Terms and Conditions

The signing of this IT Support Service Agreement constitutes acceptance of the following Terms and Conditions. These terms are effective for the life of this agreement. Terms are subject to change with notice.

Service and Hours of Operation

- Business hours: Monday through Friday, 7:00am to 5:00pm. Excluding Holidays.
- On call critical support: On call consultants are available for critical issues only (Server and Network Down).
 - Saturdays and Sundays and National Holidays from 8:00am till 9:00pm
 - Weekdays from 5:00pm till 9:00pm.

Normal Support is available outside business hours but may be billable and subject to a rate multiplier.

All after hours scheduling requests must be coordinated through the Service Dispatcher and approved by the Service Manager.

Service Level Agreement (SLA)

- Business hours: Within 2 hours your ticket will be reviewed and acknowledged. Ticket resolution goal is 80% within 1 business day.
- Critical On Call Support: Within 1 hour of acknowledged receipt of the issue via Phone only.

Billing and Payment

- Checks should be made payable to TAZ Networks Inc.
- All monthly recurring fees will be invoiced by the first of the month prior to service and deducted via ACH on the first business day of the month.
- Net 15 terms will be applied to all invoices.
- Time is billed in hourly increments when providing any service billed by the hour.
- Onsite support is subject to a minimum charge of two hours when providing any service billed by the hour.
- Work scheduled outside business hours at the Client's explicit request will be billed with a rate multiplier of time-and-a-half per hour.
- Reasonable travel expenses, if applicable, will be billed to the Client, and receipts will be provided upon request.
- TAZ Networks cannot provide services unless the Client's account is in good standing (e.g., all invoices and balances have been paid in full; balances are within the net payment timeframe; or an agreement has been reached between the client and TAZ Networks Management).
- Managed IT Care Clients receive a discount on published time and material rates. Rate notices including any rate increases will be given to clients yearly.

Equipment Purchases

- For new clients under a year, TAZ Networks will invoice 100% of all equipment orders over \$2,000 and receive payment from the client before placing the order with distribution for the equipment. Returns must be made within 30 days of ordering.
- For clients with TAZ Networks one year or longer, TAZ Networks will invoice 100% of all equipment orders over \$5,000 and receive payment from the client before placing the order with distribution for the equipment.

Client Responsibility

Clients must provide our consultants with all relevant and accurate information required to successfully complete the

tasks at-hand (e.g., passwords, user information, office access information, etc.). Failure to do so may result in additional time billed.

Independent Contractor Status and Indemnification

TAZ Networks and all its employees are independent contractors and not employees of the Client. TAZ Networks and the Client agree to hold the other harmless and indemnify them for any and all claims, lawsuits, judgments, or obligations, including counsel fees, experts' fees and costs of suits arising as a result of work performed pursuant to this agreement, which are not caused by, nor arise from, any act of the other or its employees, consultants or representatives and by any action taken or committed to be taken by each in good faith, in whole or in part. This section does not minimize or eliminate the obligations to reimburse TAZ Networks for expenses it incurs in accordance with this engagement.

Limitation of Liability

TAZ Networks will use best practices and/or the most appropriate methods to fully satisfy the expectations of the Client. Should it be that procedures have not been performed to this degree, liability is limited to the amount defined here. TAZ Networks will not be liable to clients for any incidental, punitive or consequential damages (including, without limitation, lost revenues, loss of use, loss of productivity, business costs, loss of data, or additional expenses incurred as a result of a network failure), arising in connection with this agreement or the performance or operation of the service, whether such liability arises from any claim based upon breach of contract, tort (including negligence), product liability or otherwise, and whether or not such party has been advised of the possibility of such damages. In no event shall TAZ Networks' liability for any damages exceed the amounts paid by the Client to TAZ Networks during the three (3) month period preceding the causation of damages.

Term, Automatic Renewal and Termination

This is a 1-year agreement. The initial term of this agreement will commence on the Effective Date and will continue for (12) months thereafter, ending on the last day of the calendar month in which such (12) month period falls. Unless notice of termination is given at least 30 days prior, this agreement shall automatically renew after the initial term on an annual basis.

Fees will be increased 5% per year on the anniversary of the agreement.

Agreement Modifications

This agreement is subject to review if the agreement terms no longer represent the level of service required by the Client. These events include, (but are not limited to) increase in staff, increase in hardware, implementation of new software or applications, business practice changes impacting utilization, etc. In the event the agreement requires modification, a new agreement will be proposed for the Client's review and approval.

Miscellaneous

The Client agrees to refrain from soliciting or employing staff, agents, contractors, or consultants of TAZ Networks, Inc. to work on related matters outside of TAZ Networks employment, from the inception of this agreement and continuing for a minimum of two years following the termination of this agreement, unless such actions are mutually agreed upon in writing with TAZ Networks Management. The Client acknowledges and understands that the measure of damages arising from the breach of this provision is not readily calculable, and that damages of up to \$250,000 for each breach may apply. In certain cases, the breach may result in higher penalties

Schedule of Fees

QTY	DESCRIPTION	UNIT PRICE	TOTAL PRICE
1	Network Flat Fee	\$5,000.00	\$5,000.00
For additional details, please visit: www.taznetworks.com/sow			
50	User Count	\$0.00	\$0.00
50	RMM Agent	\$0.00	\$0.00
50	Managed Detection & Response (MDR) Device Agent	\$0.00	\$0.00
2	Veeam Backup Enterprise	\$0.00	\$0.00
4	Managed Firewall TZ370 APSS with Capture ATP, Gateway Suite, Content Filtering, 24x7 Support, NSM Management	\$0.00	\$0.00
1	Managed Firewall TZ570 APSS with Capture ATP, Gateway Suite, Content Filtering, 24x7 Support, NSM Management	\$0.00	\$0.00
2	Managed Firewall SSL VPN 5 User	\$0.00	\$0.00
SUBTOTAL			\$5,000.00
SALES TAX			\$0.00
TOTAL (ONE TIME)			\$5,000.00
MONTHLY COMMITMENT			\$5,000.00

Signing this document constitutes my acceptance of the fees associated with this IT Support Service Agreement and
Proprietary & Confidential **TAZ Networks Inc**

TAZ Networks' Terms and Conditions as outlined on the previous page(s).

A Network Assessment will be conducted during our welcoming visits. If we find that the quantities are materially different than shown above a revision of fees will be presented.

Signing this document and continuing to use services constitutes my acceptance of the TAZ Networks Master Services Agreement found at <http://www.taznetworks.com/msa>

Client

Superior Charter Township - Townhall
3040 North Prospect

Ypsilanti, MI 48198

Signature

Effective Date

Print Name

Title

Please return this signed agreement to your Account Manager

**CHARTER TOWNSHIP OF SUPERIOR
WASHTENAW COUNTY, MICHIGAN**

**RESOLUTION TO APPROVE
UPDATED PLANNING AND ZONING FEE SCHEDULE**

RESOLUTION NUMBER: 2025-32

DATE: MAY 19, 2025

WHEREAS, the Charter Township of Superior seeks to ensure that fees associated with planning and zoning activities adequately cover the administrative and professional costs incurred by the Township; and

WHEREAS, the Township's Planning Department, in collaboration with the Township Planner and Engineer, has reviewed and recommended updates to the Planning & Zoning Fee Schedule to reflect current operational and consultant costs; and

WHEREAS, the Township deems it in the public interest to revise and adopt a new fee schedule for transparency, fiscal responsibility, and improved service delivery.

NOW, THEREFORE, BE IT RESOLVED that the Superior Township Board hereby adopts the following **Planning & Zoning Fee Schedule, Drafted April 2025**, effective immediately upon adoption:

Task	Fee
Pre-Application Meeting	\$325 (without Township Engineer), \$600 (with Township Engineer)
Site Plan Review – Preliminary	\$1,200 application + \$50/acre, \$7,000 escrow
Site Plan Review – Final	\$1,200 application + \$50/acre, \$7,000 escrow
Site Plan Review – Combined	\$2,000 application + \$50/acre, \$12,000 escrow
Site Plan – Revised	\$500 application, \$3,500 escrow
Major/Minor Change by the Planning Commission	\$300 application, \$3,500 escrow
Minor Site Plan Review	\$500 application, \$3,500 escrow
Site Plan Extension	\$300 application, \$1,000 escrow
Conditional Land Use Review	\$625 application + \$50/acre, \$3,500 escrow
Special District Development Review – Preliminary Site Plan	\$1,500 application + \$50/acre, \$10,000 escrow
Special District Development Review – Final Site Plan	\$1,500 application + \$50/acre, \$10,000 escrow
Rezoning – One-lot Single Family Residential	\$500 application, \$2,500 escrow

Rezoning – Two or more lots and Non-Single Family Residential	\$1,100 application + \$50/acre, \$5,000 escrow
Zoning Review (Lot Split, Lot Combination, Land Division)	\$500 application, \$1,000 escrow
Zoning Board of Appeals – Single Family Residential	\$200 application, \$1,000 escrow
Zoning Board of Appeals – Non-Single Family Residential	\$750 application, \$1,000 escrow
Certificate of Zoning Compliance – Single Family Residential	\$100
Certificate of Zoning Compliance – Non-Single Family Residential	\$250
Zoning Verification Letter – Single Family Residential	\$100
Zoning Verification Letter – Non-Single Family Residential	\$250

BE IT FURTHER RESOLVED, the Township Supervisor, Clerk, and Planning Department staff are authorized to take any necessary administrative actions to implement and publish the revised fee schedule.



CHARTER TOWNSHIP OF SUPERIOR

3040 North Prospect Road Ypsilanti, MI 48198

Telephone (734) 482-6099 Fax (734) 482-3842

Please submit one completed form per agenda item.

TO: Superior Township Board of Trustees

FROM: Emily Dabish Yahkind

DATE SUBMITTED: 5/19/25

BOARD MEETING DATE: 5/19/25

ITEM TITLE: Updated Planning Fee Schedule

DESCRIPTION OF ITEM/RESOLUTION:

Fees for Planning

REQUESTED BOARD ACTION:

Approval.

BACKGROUND/JUSTIFICATION:

Township to update fees associated with Planning and Development. Outdated fees. Currently detrimental to Township budget.

IMPACT ON TOWNSHIP BUDGET (if any):

Positive

TOWNSHIP DEPARTMENTS OR OUTSIDE AGENCIES INVOLVED:

Carlisle Wartman

DEADLINES OR URGENCY (if applicable):

Ideally to approve in May.

SUPPORTING DOCUMENTS ATTACHED:

one attachment.

CONTACT PERSON FOR QUESTIONS:

Name: Emily Dabish Yahkind

Title: Supervisor

Phone:

Email: edy@superior-twp.org

Please attach this form with all supporting documents in the same email and CC the following individuals: arobinson@superior-twp.org, cbenitez@superior-twp.org, krankin@superior-twp.org, edy@superior-twp.org

Planning & Zoning Fee Schedule, Drafted April 2025

Task	Fee
Pre-Application Meeting (one hour)	\$325 w/out Township Engineer, \$600 w/ Township Engineer
Site Plan Review – Preliminary	\$1,200 application + \$50/acre (each) \$7,000 escrow
Site Plan Review - Final	\$1,200 application + \$50/acre (each) \$7,000 escrow
Site Plan Review – Combined	\$2,000 application + \$50/acre \$12,000 escrow
Site Plan – Revised	\$500 application \$3,500 escrow
Major/Minor Change by the PC	\$300 application \$3,500 escrow
Minor Site Plan Review	\$500 application \$3,500 escrow
Site Plan Extension	\$300 application \$1,000 escrow
Conditional Land Use Review	\$625 application + \$50/acre \$3,500 escrow
Special District Development Review - Preliminary Site Plan	\$1,500 application + \$50/acre \$10,000 escrow
Special District Development Review – Final Site Plan	\$1,500 application + \$50/acre \$10,000 escrow
Rezoning – One-lot Single Family Residential	\$500 application \$2,500 escrow
Rezoning – Two or more lots and Non-Single Family Residential	\$1,100 application + \$50/acre \$5,000 escrow
Zoning reviews for Lot Split, Lot Combination, Land Division Review	\$500 application \$1,000 escrow
Zoning Board of Appeals – Single Family Residential	\$200 application \$1,000 escrow
Zoning Board of Appeals – Non-Single Family Residential	\$750 application \$1,000 escrow
Certificate of Zoning Compliance-Single Family Residential	\$100
Certificate of Zoning Compliance-Non-Single Family Residential	\$250
Zoning Verification Letter- Single Family Residential	\$100
Zoning Verification Letter-Non-Single Family Residential	\$250

**CHARTER TOWNSHIP OF SUPERIOR
WASHTENAW COUNTY, MICHIGAN**

**RESOLUTION TO APPOINT AALEA SKRYCKI AS ACCOUNTANT/BILLING
SPECIALIST FOR THE SUPERIOR TOWNSHIP UTILITY DEPARTMENT**

RESOLUTION NUMBER: 2025-33

DATE: MAY 19, 2025

WHEREAS, the Superior Township Utility Department (STUD) expands the Accountant/Billing Specialist position to perform daily, monthly, quarterly and annual accounting duties and tasks; and,

WHEREAS, the Superior Township Utility Department (STUD) names an Accountant/Billing Specialist to perform accounting duties; and,

WHEREAS, Aalea Skrycki be selected to perform the expanded duties of Accountant/Billing Specialist for the Utility Department as set forth by the Utility Director; and,

NOW THEREFORE, the Superior Township Board hereby approves Aalea Skrycki as Accountant/Billing Specialist at a wage of \$42 per hour retroactive to April 14, 2025.



CHARTER TOWNSHIP OF SUPERIOR

3040 North Prospect Road Ypsilanti, MI 48198

Telephone (734) 482-6099 Fax (734) 482-3842

Please submit one completed form per agenda item.

TO: Superior Township Board of Trustees

FROM: Mary Burton

DATE SUBMITTED: 5/7/25

BOARD MEETING DATE: 5/19/25

ITEM TITLE: Accountant/Billing Specialist Job

DESCRIPTION OF ITEM/RESOLUTION:

The Accountant/Billing Specialist position has additional responsibilities and duties to fulfill on a daily, monthly, quarterly and annually. Previously this position was strictly to serve as a back-up for the accounting needs of the Utility Department which was part of the Controller's duties.

REQUESTED BOARD ACTION:

Approve revision of the job responsibilities and support pay the increase for this position.

BACKGROUND/JUSTIFICATION:

IMPACT ON TOWNSHIP BUDGET (if any):

This will impact the Utility Dept Budget only.

TOWNSHIP DEPARTMENTS OR OUTSIDE AGENCIES INVOLVED:

Utility Department

DEADLINES OR URGENCY (if applicable):

SUPPORTING DOCUMENTS ATTACHED:

Previous resolution and memo that was approved by the Board.

CONTACT PERSON FOR QUESTIONS:

Name: Mary Burton

Title: Utility Director

Phone:

Email:

Please attach this form with all supporting documents in the same email and CC the following individuals: arobinson@superior-twp.org, cbenitez@superior-twp.org, krankin@superior-twp.org, edy@superior-twp.org



Memorandum

To: Superior Township Board of Trustees
From: Mary Burton, Utility Director
Date: May 19, 2025
Re: Accountant/Billing Specialist

Background

The intent of the Accountant/Billing Specialist position was to provide accounting back-up to the Controller when needed for the Utility Department. There is an immediate need to expand the position responsibilities to daily functions due to the dissolution of the Controller fulfilling these duties. General accounting work is needed daily as well as monthly, quarterly and annually for Utilities. By expanding this position, it will meet the immediate accounting needs of the Utility Department.

Aalea Skrycki has performed the duties for this position as Accountant and Billing Specialist daily since April 14, 2025. She has been an employee of Superior Township for more than 18 years and is qualified, capable and has filled in to cover for the Controller. She holds a bachelor's degree in accounting and is willing to function in this capacity.

The recommended compensation for the expansion of this position is \$42 per hour.

Recommended Action

Expand the Accountant/Billing Specialist position as outlined and offer to Aalea Skrycki with retroactive pay beginning April 14, 2025.

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SUPERIOR TOWNSHIP Record of Disbursements

Date: May 19, 2025

*Contains all checks written since last report for the following funds:

General Bank - includes all checks written from the following funds:

101 - General Fund

203 - Side Street Maintenance Fund

211 - Legal Defense Fund

219 - Streetlight Fund

249 - Building Fund

266 - Law Fund

508 - Park Fund

206 - Fire Fund

592 - Utility Dept.

701 - Trust & Agency Fund

Total amount for all disbursements - \$ 1,375,320.35

Note: Some of these checks were presented to the board for approval. All others are either pre-approved or under \$3,000.00 for Government Funds and \$5,000 for Utility Dept.

Check Date	Bank	Check	Vendor Name	Description	Amount
Bank GENL GENERAL BANK					
Check Type: Paper Check					
04/22/2025	GENL	49471	CANON FINANCIAL SERVICES INC.	LEASE ON (2) COPY MACHINES & COPIES	595.02
04/22/2025	GENL	49472	DELTA DENTAL	DENTAL INSURANCE - MAY 2025	843.48
04/22/2025	GENL	49473	JACOB & SARAH MONEY	CANCELLATION OF PERMIT	330.00
04/22/2025	GENL	49474	JALEEN WILSON	TRASH PICK-UP MACARTHUR/WIARD/ROW	187.00
04/22/2025	GENL	49475	MEDMUTUAL LIFE	LIFE INSURANCE -MAY 2025	181.61
04/22/2025	GENL	49476	PEOPLES COMPANY	APPRAISAL OF LAND ON CHERRY HILL	3,000.00
04/22/2025	GENL	49477	ROBERT ACTON	50-MECH/PLUMB INSPECTIONS 4/5-18/25	2,500.00
04/22/2025	GENL	49478	SIGNS BY TOMORROW	KITE AND ROCKET DAY SIGNS	112.65
04/22/2025	GENL	49479	SPECTRUM PRINTERS, INC.	VOTE TEST DECKS	874.68
04/22/2025	GENL	49480	SUPERIOR TOWNSHIP CREDIT CARD ACCT	QUICKBOOKS - APRIL 2025	338.00
				SPRING CLEANUP DAY	271.25
				OTTER BUSINESS - MARCH	30.00
				SMARTSHEET -APRIL	24.00
				MAILCHIMP - APRIL 2025	26.50
					689.75
04/22/2025	GENL	49481	SUPERIOR TWP PAYROLL FUND	CASH TRANSFER 4/24/25 PAY	59,660.33
04/22/2025	GENL	49482	TAZ NETWORKS, INC	NEW DOCUWEAR USER	262.50
04/22/2025	GENL	49483	VSP INSURANCE CO	VISION INSURANCE - MAY 2025	214.17
04/22/2025	GENL	49484	WASHTENAW COUNTY ROAD COMMISSION	SERVICE WORK ON SIGNALS	526.84
04/29/2025	GENL	49485	AMAZON CAPITAL SERVICES, INC	OFFICE SUPPLIES	57.73
04/29/2025	GENL	49486	ANN ARBOR CLEANING SUPPLY	GARBAGE BAGS	190.89
04/29/2025	GENL	49487	CINTAS CORPORATION - 300	RUG SERVICE MONTH OF APRIL 2025	344.96
04/29/2025	GENL	49488	CLEDITH WILLIAMS	DUMP TICKET REIMBURSEMENT	36.00
04/29/2025	GENL	49489	D & M PLUMBING SPECIALISTS, INC	OVERPAYMENT ON (3) PERMITS	90.00
04/29/2025	GENL	49490	DAVID PITCHFORD	DUMP TICKET REIMBURSEMENT	12.00
04/29/2025	GENL	49491	GORDON FOOD SERVICE, INC.	BUILDING SUPPLIES	189.36
				KITE & ROCKET FOOD	221.76
					411.12
04/29/2025	GENL	49492	HOME DEPOT CREDIT SERVICES	HAND & LANDSCAPE TOOLS	520.75
04/29/2025	GENL	49493	JALEEN WILSON	TRASH PICK-UP MACARTHUR/WIARD/ROW	170.00
04/29/2025	GENL	49494	JOHN MILLARD	DUMP TICKET REIMBURSEMENT	13.00
04/29/2025	GENL	49495	JULIA HOVING	DUMP TICKET REIMBURSEMENT - TOTAL FOR YE	50.00
04/29/2025	GENL	49496	ROBERTSON MORRISON INC.	NEW SWITCHES FOR FURNACE	335.00
04/29/2025	GENL	49497	SUPERIOR TOWNSHIP CREDIT CARD ACCT	ZOOM -APRIL 2025	79.98
				ELECTRICAL CONFERENCE	200.00
					279.98
04/29/2025	GENL	49498	SUPERIOR TWP PAYROLL FUND	PENSION /HCSP - APRIL 2025	16,477.27
04/29/2025	GENL	49499	TAZ NETWORKS, INC	BS & A ISSUES	99.00
04/29/2025	GENL	49500	TERMINIX EHRlich	PEST CONTROL -APRIL 2025	134.62
04/29/2025	GENL	49501	TONY CLEMONS	DUMP TICKET REIMBURSEMENT	44.00
05/06/2025	GENL	49502	ALLSTAR ALARM	SECURITY MONITORING 06/01/25-08/31/25	108.00
05/06/2025	GENL	49503	AMAZON CAPITAL SERVICES, INC	OFFICE SUPPLIES	11.42
				HAND TOWELS	110.10
					121.52
05/06/2025	GENL	49504	ANN ARBOR AREA TRANSPORTATION AUTH.	2025 - APRIL	10,128.92
05/06/2025	GENL	49505	BRIAN JOES ELECTRICAL SERVICES	OVERPAYMENT OF PERMIT - 1706 STEPHENS DR	10.00

05/14/2025 08:23 AM
 User: NANCY
 DB: Superior Twp

CHECK REGISTER FOR CHARTER TOWNSHIP OF SUPERIOR
 CHECK DATE FROM 04/22/2025 - 05/19/2025

Page: 2/3

Check Date	Bank	Check	Vendor Name	Description	Amount
05/06/2025	GENL	49506	COMCAST	INTERNET MARCH 2025 INTERNET - APRIL 2025	211.70 221.58 433.28
05/06/2025	GENL	49507	COMCAST	TELEPHONES - MAY 2025	852.40
05/06/2025	GENL	49508	CONKLIN LANDSCAPING, INC	(2) MOWINGS & CLEAN UP OF YARD @ TOWNHAL SUPERIOR & GEDDES ROUNDABOUT MOWING GEDDES & RIDGE ROUNDABOUT MOWING	1,238.00 170.00 40.00 1,448.00
05/06/2025	GENL	49509	DTE ENERGY	GEN/LAW SPLIT/OLD TOWN HALL ELEC -APRIL	940.32
05/06/2025	GENL	49510	JALEEN WILSON	TRASH PICK-UP MACARTHUR/WIARD/ROW	187.00
05/06/2025	GENL	49511	JOHN SCHWARTZENBERGER	DUMP TICKET REIMBURSEMENT	22.00
05/06/2025	GENL	49512	MICAL MEEKS	MILEAGE REIMBURSEMENT FOR 4/22/25	12.60
05/06/2025	GENL	49513	MLIVE MEDIA GROUP	LEGAL NOTICES - APRIL 2025	127.62
05/06/2025	GENL	49514	QUADIENT, INC.	POSTAGE MACHINE PARTS	62.00
05/06/2025	GENL	49515	ROBERT ACTON	41-MECH/PLUMB INSPECTIONS 4/19-5/2/25	2,050.00
05/06/2025	GENL	49516	ROBERT BUTLER	2025 CONTRACT - 1	1,766.62
05/06/2025	GENL	49517	RYAN GANZHORN	DUMP TICKET REIMBURSEMENT	50.00
05/06/2025	GENL	49518	WEX BANK	FUEL -APRIL	407.72
05/06/2025	GENL	49519	WEX BANK	FUEL -APRIL 2025	101.43
05/06/2025	GENL	49520	SUPERIOR TWP PAYROLL FUND	CASH TRANSFER 5/8/25 PAYROLL	66,131.97
05/13/2025	GENL	49521	ABSOPURE WATER COMPANY	COOLER RENTAL - 2025 SPRING WATER	36.00 63.45 99.45
05/13/2025	GENL	49522	AMAZON CAPITAL SERVICES	DRAIN COVER @ FIREMAN'S PARK	59.99
05/13/2025	GENL	49523	AMAZON CAPITAL SERVICES, INC	LAPTOP CHARGER, WIRELESS KEYBOARD & MOUS 3 RING BINDERS FOR PAYROLL REPORTS GARBAGE BAGS	54.97 24.83 21.58 101.38
05/13/2025	GENL	49524	ASSOCIATED PLUMBING & SEWER INC.	EMERGENCY SERVICE CALL OLD TOWNHALL BASE	1,191.25
05/13/2025	GENL	49525	ASSOCIATION OF PUBLIC TREASURERS	2025 ANNUAL CONFERENCE & MEMBERSHIP	699.00
05/13/2025	GENL	49526	BLUE CROSS/BLUE SHIELD-M	MEDICAL INSURANCE - JUNE 2025	4,262.52
05/13/2025	GENL	49527	DTE ENERGY	GEN/LAW SPLIT/GENERATOR-GAS -APRIL 25 OLD TOWN HALL GAS - APRIL 25 ELECTRIC - PARKS BARN - APRIL 25 APT "1" GAS - APRIL 25 DIXBORO VILLAGE GREEN ELECTRIC - APRIL SIREN @ 1989 PROSPECT -- APRIL 25	414.68 92.86 21.15 169.76 23.21 24.37 746.03
05/13/2025	GENL	49528	DTE ENERGY	STREETLIGHTS -APRIL 2025	8,167.22
05/13/2025	GENL	49529	FUNFLICKS OF MICHIGAN	MOVIE EQUIPMENT - OAKBROOK PARK MOVIE EQUIPMENT - DIXBORO VILLAGE GREEN	829.92 829.92 1,659.84
05/13/2025	GENL	49530	GLEMPs, INC.	LETTERING FOR CLEAN UP DAY VESTS	372.00
05/13/2025	GENL	49531	HUNTINGTON NATIONAL BANK	2022 REFUNDING BOND -ANNUAL ADMIN FEE	500.00
05/13/2025	GENL	49532	JALEEN WILSON	TRASH PICK-UP MACARTHUR/WIARD/ROW	170.00
05/13/2025	GENL	49533	JAMEEL S WILLIAMS	LEGAL SERVICES - APRIL 2025	2,748.50
05/13/2025	GENL	49534	MARIA GISMONDI	CANCELLATION OF PERMIT - 1500 STAMFORD R	120.00

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CHECK REGISTER FOR CHARTER TOWNSHIP OF SUPERIOR
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Check Date	Bank	Check	Vendor Name	Description	Amount
05/13/2025	GENL	49535	MICHIGAN TOWNSHIP'S ASSOCIATION	MTA CONFERENCE - ANGELA	475.00
05/13/2025	GENL	49536	MLIVE MEDIA GROUP	LEGAL NOTICES - MARCH 2025	321.23
05/13/2025	GENL	49537	SUPERIOR TOWNSHIP CREDIT CARD ACCT	MAILCHIMP - MAY 2025	26.50
05/13/2025	GENL	49538	SUPERIOR TWP UTILITY DEPARTMENT	CELL PHONE - JUAN APRIL	49.93
05/13/2025	GENL	49539	TAZ NETWORKS, INC	NETWORK FLAT FEE -MAY 2025	1,303.53
				FIREWALL MANAGEMENT - MAY 2025	303.00
					1,606.53
05/13/2025	GENL	49540	TODD GARLICK	DUMP TICKET REIMBURSEMENT	50.00
05/13/2025	GENL	49541	YOURMEMBERSHIP.COM	JOB POSTING IN MICHIGAN MUNICIAPL LEAGUE	150.00
				Total Paper Check:	197,782.12
GENL TOTALS:					
Total of 71 Checks:					197,782.12
Less 0 Void Checks:					0.00
Total of 71 Disbursements:					197,782.12

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CHECK REGISTER FOR CHARTER TOWNSHIP OF SUPERIOR
CHECK DATE FROM 04/22/2025 - 05/19/2025

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Check Date	Bank	Check	Vendor Name	Description	Amount
Bank FIRE FIRE FUND					
Check Type: Paper Check					
04/22/2025	FIRE	27849	CANON FINANCIAL SERVICES INC.	LEASE ON COPY MACHINE - COPY USAGE	256.45
04/22/2025	FIRE	27850	COMCAST	INTERNET - STATION #2 -MAY 25 ADD'L OUTLET STATION #1 -APRIL 25	417.47 10.53
					428.00
04/22/2025	FIRE	27851	DELTA DENTAL	DENTAL INSURANCE-MAY 2025	1,096.06
04/22/2025	FIRE	27852	JEFF FRENCH	TRAINING & ROOM REIMBURSEMENT	3,429.19
04/22/2025	FIRE	27853	MARC A VOLGER & ASSOCIATES LLC	PHTLS TRAINING - KIMBALL	260.00
04/22/2025	FIRE	27854	MEDMUTUAL LIFE	LIFE INSURANCE - MAY 2025	136.20
04/22/2025	FIRE	27855	SAFETY- KLEEN SYSTEMS INC	CLEANING OF PARTS WASHER	233.96
04/22/2025	FIRE	27856	SUPERIOR TOWNSHIP CREDIT CARD ACCT	OIL CHANGE - MARSHAL VEHICLE	275.97
04/22/2025	FIRE	27857	SUPERIOR TWP PAYROLL FUND	CASH TRANSFER 4/24/25 PAYROLL	65,222.07
04/22/2025	FIRE	27858	TAZ NETWORKS, INC	WIFI ISSUES	1,573.50
04/22/2025	FIRE	27859	VSP INSURANCE CO	VISION INSURANCE - MAY 2025	240.79
04/29/2025	FIRE	27860	AUTO VALUE YPSILANTI	TRUFUEL 4 CYCLE TRUFUEL 4 CYCLE	33.16 41.45
					74.61
04/29/2025	FIRE	27861	COMCAST	INTERNET SERVICES - ST #1 -MAY 25	385.03
04/29/2025	FIRE	27862	CORRIGAN OIL COMPANY	196.3 GALLONS OF DIESEL	518.55
04/29/2025	FIRE	27863	ESO SOLUTIONS, INC.	EMS REPORTING SOFTWARE 5/19/25-5/18/26	1,682.64
04/29/2025	FIRE	27864	GABBYS BP	GAS FOR MOWERS	50.10
04/29/2025	FIRE	27865	MACQUEEN EMERGENCY	EMW-2023-FG-05927 FEMA GRANT	98,172.52
04/29/2025	FIRE	27866	PRIORITY ONE EMERGENCY	LIEUTENANT BADGES	764.91
04/29/2025	FIRE	27867	ROBERTSON MORRISON INC.	ST #1 - APPARATUS ROOM HEATER	472.50
04/29/2025	FIRE	27868	STAPLES	NEW PRINTER & TONER STATION #2	251.59
04/29/2025	FIRE	27869	SUPERIOR PRINTING, INC	ACCOUNTS PAYABLE CHECKS	292.32
04/29/2025	FIRE	27870	SUPERIOR TWP PAYROLL FUND	PENSION/HOSP - APRIL 2025	32,328.47
04/29/2025	FIRE	27871	TAZ NETWORKS, INC	PC/WIFI ISSUES	487.50
04/29/2025	FIRE	27872	WASHTENAW COUNTY HAZMAT AUTHORITY	RADIATION RESPONSE CALL	1,500.00
05/06/2025	FIRE	27873	A & N ELECTRIC, INC.	REPAIR/REPLACE LIGHTING ON CLOCK TOWER	1,460.00
05/06/2025	FIRE	27874	AMERICAN AQUA, INC.	WATER SOFTNER SUPPLIES	386.14
05/06/2025	FIRE	27875	COMCAST	TELEPHONES - MAY 2025	1,017.31
05/06/2025	FIRE	27876	CYNERGY PRODUCTS	REPAIR HEADSET E11-2	254.00
05/06/2025	FIRE	27877	DTE ENERGY	ELECTRIC @ STATION #1 -APIL 25 GAS - STATION #1 -APRIL 25	972.10 515.37
					1,487.47
05/06/2025	FIRE	27878	FIREHOUSE	ONE YEAR SCRIPT	33.75
05/06/2025	FIRE	27879	SUNBELT RENTALS	FIRE STATION #1 ROOF INSPECTION	688.54
05/06/2025	FIRE	27880	SUPERIOR TOWNSHIP CREDIT CARD ACCT	BOOKS FOR LIEUTENANT EXAM	186.56
05/06/2025	FIRE	27881	SUPERIOR TWP UTILITY DEPARTMENT	WATER -STATION #2	124.68
05/06/2025	FIRE	27882	TAZ NETWORKS, INC	SET UP DISTRIBUTION GROUP FOR EMAIL	37.50
05/06/2025	FIRE	27883	TERMINIX EHRlich	PEST CONTROL - STATION #2 PEST CONTROL - STATION #1	118.00 210.00
					328.00
05/06/2025	FIRE	27884	TIMOTHY WINTERS	HEALTH INSURANCE REIMBURSEMENT -MAY 2025	355.21
05/06/2025	FIRE	27885	WEX BANK	FUEL - APRIL	331.81
05/06/2025	FIRE	27886	SUPERIOR TWP PAYROLL FUND	CASH TRANSFER 5/8/25 PAYROLL	64,513.69

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CHECK REGISTER FOR CHARTER TOWNSHIP OF SUPERIOR
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Check Date	Bank	Check	Vendor Name	Description	Amount
05/13/2025	FIRE	27887	BLUE CROSS/BLUE SHIELD-M	MEDICAL INSURANCE - JUNE 2025	15,778.52
05/13/2025	FIRE	27888	CORRIGAN OIL COMPANY	235.90 GALLONS DIESEL FUEL	615.91
05/13/2025	FIRE	27889	CYNERGY PRODUCTS	(2) NEW WIRELESS HEAD SETS	1,844.00
05/13/2025	FIRE	27890	ELITE TRAUMA CLEAN-UP	REMOVE/DISPOSAL MEDICAL WASTE	35.00
05/13/2025	FIRE	27891	NFPA	NFPA MEMBERSHIP 2025 - KIMBALL	225.00 V
			Void Reason: WRONG AMOUNT ON CHECK		
				NFPA MEMBERSHIP 2025 - CHEVRETTE	225.00 V
			Void Reason: WRONG AMOUNT ON CHECK		
					450.00
05/13/2025	FIRE	27892	OHM ADVISORS	FIRE STATION #1 ROOF	2,705.50
05/13/2025	FIRE	27893	SHRADER TIRE & OIL	TIRES LADDER 11-1	2,924.55
05/13/2025	FIRE	27894	SUPERIOR TOWNSHIP CREDIT CARD ACCT	FRAMES UNLIMITED FOR FIRE DEPT PICTURES	431.40
05/13/2025	FIRE	27895	TAZ NETWORKS, INC	NETWORK FLAT FEE -MAY 2025	680.57
				FIREWALL MANAGEMENT -MAY	298.00
					978.57
				Total Paper Check:	307,101.04
FIRE TOTALS:					
Total of 47 Checks:					307,101.04
Less 1 Void Checks:					450.00
Total of 46 Disbursements:					306,651.04

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CHECK REGISTER FOR CHARTER TOWNSHIP OF SUPERIOR
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Check Date	Bank	Check	Vendor Name	Description	Amount
Bank TRUST TRUST & AGENCY					
Check Type: Paper Check					
05/06/2025	TRUST	1098	SUPERIOR TWP GENERAL FUND	TRAILER FEES -APRIL 2025	402.00
05/06/2025	TRUST	1099	WASHTENAW COUNTY TREASURER	TRAILER FEES - APRIL 2025	2,010.00
05/13/2025	TRUST	1100	OHM ADVISORS	ENGINEERING SERVICES	15,021.50
				ENGINEERING SERVICES	2,459.25
				ENGINEERING SERVICES	354.50
				ENGINEERING SERVICES	742.50
				ENGINEERING SERVICES	312.00
				ENGINEERING SERVICES	147.25
				ENGINEERING SERVICES	4,245.25
				ENGINEERING SERVICES	123.00
				ENGINEERING SERVICES	3,438.75
				ENGINEERING SERVICES	146.00
				ENGINEERING SERVICES	1,629.25
					<u>28,619.25</u>
05/13/2025	TRUST	1101	VOID		V
			Void Reason: Created From Check Run Process		
			Total Paper Check:		
					<u>31,031.25</u>
TRUST TOTALS:					
Total of 4 Checks:					31,031.25
Less 1 Void Checks:					0.00
Total of 3 Disbursements:					<u>31,031.25</u>

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05/13/25
ACCRUAL BASIS

SUPERIOR TOWNSHIP UTILITY DEPARTMENT
CHECK REGISTER
APRIL 22 THROUGH MAY 19, 2025

DATE	NUM	NAME	MEMO	AMOUNT
100 - CASH - O&M				
101 - CHECKING - CHASE 205000485529				
04/22/25	15696	ANN ARBOR CHARTER TOWNSHIP	W/S PURCHASED - MAR25	(8,474.35)
04/22/25	15697	COMCAST	INTERNET - MAINT. FAC. - APRIL	(385.03)
04/22/25	15698	DELTA DENTAL PLAN OF MICHIGAN	DENTAL INSURANCE - MAY 25	(785.25)
04/22/25	15699	ETNA SUPPLY	METER COUPLINGS	(720.00)
04/22/25	15700	MEDMUTUAL LIFE	LIFE INSURANCE - MAY 25	(79.45)
04/22/25	15701	PROFESSIONAL BUILDING MAINTENANCE	CLEANING OF BUILDINGS - APRIL	(1,042.00)
04/22/25	15702	SUPERIOR TOWNSHIP CREDIT CARD ACCOU...	QB MONTHLY CHARGE FOR USERS -APRIL	(338.00)
04/22/25	15703	SUPERIOR TWP. PAYROLL FUND	PAYROLL 4/24/25	(32,190.33)
04/22/25	15704	VISION SERVICE PLAN	VISION INSURANCE - MAY 25	(170.61)
04/22/25	15705	YPSILANTI COMM. UTILITIES AUTHORITY	WATER/SEWER - MARCH	(157,750.60)
04/29/25	15706	ANN ARBOR CHARTER TOWNSHIP	BANK FEES FOR CHECK REISSUE	(25.00)
04/29/25	15707	DTE	GAS/ELEC APRIL 25	(2,399.68)
04/29/25	15708	SUPERIOR TWP. PAYROLL FUND	PENSION - HCPS - APRIL 2025	(6,988.04)
05/06/25	15709	COMCAST	INTERNET APRIL	(1,232.35)
05/06/25	15710	COMCAST - PHONES	PHONES ADMIN/MAINT -MAY	(792.66)
05/06/25	15711	WEX BANK	FUEL - APRIL	(250.93)
05/06/25	15712	SUPERIOR TWP. PAYROLL FUND	PAYROLL 5/8/2025	(28,556.28)
05/06/25	15713	VERIZON	CELL PHONES - APR25	(599.73)
05/13/25	15714	AMAZON CAPITAL SERVICES, INC.	COFFEE AND COPY PAPER	(88.91)
05/13/25	15715	ANN ARBOR CHARTER TOWNSHIP	W/S PURCHASED - APR25	(9,340.75)
05/13/25	15716	BADGER METER	MONTHLY SERVICES - APR25	(3,252.20)
05/13/25	15717	BLUE CROSS BLUE SHIELD	MEDICAL INSURANCE -JUNE 25	(13,682.44)
05/13/25	15718	CINTAS CORPORATION	FIRST AID CABINET RESTOCK	(63.74)
05/13/25	15719	DTE	GAS/ELECTRIC - APRIL 25	(1,133.28)
05/13/25	15720	INTERNATIONAL CONSTRUCTION	HYDRANT METER REFUND	(4,276.12)
05/13/25	15721	LUCAS IRRIGATION SPECIALIST LLC	LANDSCAPE WORK DONE MF	(1,475.00)
05/13/25	15722	MILLENNIUM BUSINESS SYSTEMS	COPIER LEASE	(478.61)
05/13/25	15723	OHM ENGINEERING ADVISORS	GENERAL ASSISTANCE	(3,373.75)
05/13/25	15724	QUADIENT	POSTAGE METER REFILLS	(5,235.24)
05/13/25	15725	SUPERIOR TWP. GENERAL FUND	POSTAGE & CASTLEBERRY INVOICE	(931.10)
05/13/25	15726	TAZ NETWORKS INC.	IT ISSUES	(2,303.25)
05/13/25	15727	YPSILANTI COMM. UTILITIES AUTHORITY	W/S PURCH. - AR PROPERTIES - APR25	(225.75)
TOTAL 101 - CHECKING - CHASE 205000485529				(288,640.43)
TOTAL 100 - CASH - O&M				(288,640.43)

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ACCRUAL BASIS

SUPERIOR TOWNSHIP UTILITY DEPARTMENT
CHECK REGISTER
APRIL 22 THROUGH MAY 19, 2025

DATE	NUM	NAME	MEMO	AMOUNT
120 - CASH - CAPITAL RESERVE				
125 - CR CHKG. - CHASE 639918234				
04/22/25	1255	INNER CITY CONTRACTING, LLC	STAMFORD RD. W/M REPLACEMENT	(318,033.77)
04/29/25	1256	ON GRADE SPECIALISTS	3 INCH WATER LINE @ CHENEY CUT & CAPPED, ASPHALT REPL...	(13,575.00)
05/08/25	1257	INNER CITY CONTRACTING, LLC	STAMFORD RD. W/M REPLACEMENT	(210,814.24)
05/13/25	1258	OHM ENGINEERING ADVISORS	STAMFORD WM REPLACEMENT	(8,342.50)
TOTAL 125 - CR CHKG. - CHASE 639918234				(550,765.51)
TOTAL 120 - CASH - CAPITAL RESERVE				(550,765.51)
TOTAL				(839,405.94)

BS& A Software

14965 Abbey Lane
Bath, MI 48808

INVOICE

Invoice Number: 160839

Invoice Date: Apr 16, 2025

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Phone: 517-641-8900

Bill To:

SUPERIOR TWP
3040 N PROSPECT RD
YPSILANTI, MI 48198
WASHTENAW

Customer ID	Customer PO	Payment Terms	
SUPETWPWASH	2		
Sales Rep ID	Shipping Method	Ship Date	Due Date
			5/31/25

Quantity	Description	Unit Price	Amount
1.00	Delinquent Personal Property System - annual service/support fee per contract for the coverage dates of May 1st,2025-May 1st, 2026	544.00	544.00
1.00	BS&A Online Services - Annual Service/Support Fee per contract for the coverage dates of May 1st, 2025-May 1st, 2026	5,754.00	5,754.00

Subtotal	6,298.00
Sales Tax	
Total Invoice Amount	6,298.00
Payment/Credit Applied	
TOTAL	6,298.00

Check/Credit Memo No: