

# Charter Township of Union



## BOARD OF TRUSTEES

Regular Meeting

September 9, 2015

7:00 p.m.

1. CALL MEETING TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. PUBLIC COMMENT: Restricted to three minutes regarding issues on this agenda
5. REPORTS/BOARD COMMENTS
6. APPROVAL OF AGENDA
7. CONSENT AGENDA
  - A. Communications
  - B. Minutes – August 26, 2015– Regular Meeting
  - C. Bills
  - D. Payroll
  - E. Meeting Pay
  - F. Proposed Budget Adjustments
8. BOARD AGENDA
  - A. Bluegrass Special Assessment Sidewalk District #2015-01 SWK
  - B. 2015 Sanitary Sewer Cleaning and Televising
  - C. Craighill Pump Station Construction
  - D. Mosquito Control Bids
9. EXTENDED PUBLIC COMMENT: Restricted to 5 minutes regarding any issue
10. FINAL BOARD MEMBER COMMENT
11. ADJOURNMENT

**CHARTER TOWNSHIP OF UNION**  
**Board of Trustees**  
**Regular Meeting**

A regular meeting of the Charter Township of Union Board of Trustees was held on August 26, 2015 at 7:00 p.m. at Union Township Hall.

**Meeting was called to order at 7:00 p.m.**

**Roll Call**

Clerk Henry, Supervisor Alwood, Trustee Mielke, Hauck, Lannen, and Mikus were present.  
Excused: Treasurer Rice

**Others Present**

Brian Smith, Jennifer Loveberry, Peter Gallinat

**Public Comment**

None

**Reports/Board Comments**

Henry – Precinct 2-- 3,700 new voter registration cards have been sent out correcting the spelling of Bud St.

**Approval of Agenda**

**Mielke moved Mikus supported to approve the agenda with changes, add Item F. Vote: Ayes: all. Motion carried.**

**Consent Agenda**

- A. Communications
- B. Minutes – August 12, 2015 Regular Meeting
- C. Bills
- D. Payroll
- E. 2.5.10 Cash Flow Ratio
- F. 2.9 Collaboration With Other Entities
- G. 4.2 Accountability of the Township Manager

**Mielke moved Lannen supported to approve the consent agenda with corrections. Vote: Ayes: all. Motion carried.**

**BOARD AGENDA**

- A. **ORD 2015-04: Rezoning of Property 2255 S. Isabella Rd. from R2B to B5**  
**Henry motioned Mikus supported to accept the Planning Commission's recommendation to deny ORD 2015-04: Rezoning of Property 2255 S. Isabella Rd. from R2B to B5. Roll Call Vote: Ayes: Clerk Henry, Supervisor Alwood, Trustee Mielke, Hauck, Lannen, and Mikus. Motion failed.**

- B. ORD 2015-04: Rezoning of Property 2309 S. Isabella Rd. from R2B to B5**  
**Mikus** motioned **Henry** supported to accept the Planning Commission's recommendation to deny ORD 2015-05: Rezoning of Property 2309 S. Isabella Rd. from R2B to B5. **Roll Call Vote: Ayes: Clerk Henry, Supervisor Alwood, Trustee Mielke, Hauck, Lannen, and Mikus. Motion failed.**
- C. ORD 2015-04: Rezoning of Property S. Isabella Rd. (Parcel #14-013-10-025-06) from R2B to B5**  
**Lannen** motioned **Henry** supported to accept the Planning Commission's recommendation to deny ORD 2015-06: Rezoning of Property S. Isabella Rd. (Parcel #14-013-10-025-06) from R2B to B5. **Roll Call Vote: Ayes: Clerk Henry, Supervisor Alwood, Trustee Mielke, Hauck, Lannen, and Mikus. Motion failed.**
- D. SUP 2015-04: Special Use Permit: Child & Family Enrichment**  
**Hauck** motioned **Mikus** supported to approve SUP 2015-04: Special Use Permit: Child & Family Enrichment. **Vote: Ayes: All. Motion carried.**
- E. 2016 Budget Presentation**  
Presented by Brian Smith, discussion by the Board of Trustees
- F. Legal Services for Michigan Tax Tribunal and Other Property Assessment Appeals**  
**Hauck** motioned **Henry** supported to approve Thrun Law Firm to provide legal services to the Charter Township of Union for Michigan Tax Tribunal cases and any other property assessment appeals as deemed necessary by the Township Manager. **Vote: Ayes: All. Motion carried.**

**EXTENDED PUBLIC COMMENT**

None

**FINAL BOARD MEMBER COMMENTS**

None

**ADJOURNMENT**

**Hauck** motioned **Henry** supported to adjourn the meeting at 7:47p.m. **Ayes: all. Motion carried.**

**APPROVED BY:**

\_\_\_\_\_  
**Margie Henry, Clerk**

\_\_\_\_\_  
**Russ Alwood, Supervisor**

*(Recorded by Jennifer Loveberry)*

User: BRIAN

CHECK DATE FROM 08/27/2015 - 09/09/2015

DB: Union

Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank 101 POOLED CHECKING					
09/09/2015	101	15 (E)	00146	CONSUMERS ENERGY PAYMENT CENTER	16,055.02
08/28/2015	101	17670	01254	LARRY M SOMMER	192.31
09/01/2015	101	17671	01105	MASTERCARD	9,249.89
09/09/2015	101	17672	01225	ALEXANDER CHEMICAL CORPORATION	4,944.21
09/09/2015	101	17673	01433	ALL SEASONS SNOW REMOVAL & LAWN CARE	303.75
09/09/2015	101	17674	01221	ANDREW FUSSMAN	7.48
09/09/2015	101	17675	00043	ARROW UNIFORM	249.21
09/09/2015	101	17676	00095	C & C ENTERPRISES, INC.	161.75
09/09/2015	101	17677	01309	CGS SAFETY TRAINING, INC	998.50
09/09/2015	101	17678	00128	CITY OF MT. PLEASANT	163,725.00
09/09/2015	101	17679	00129	CMS INTERNET, LLC	1,981.99
09/09/2015	101	17680	00155	COYNE OIL CORPORATION	945.14
09/09/2015	101	17681	01242	CULLIGAN WATER	28.00
09/09/2015	101	17682	01171	DBI BUSINESS INTERIORS	238.09
09/09/2015	101	17683	00201	ELHORN ENGINEERING COMPANY	1,320.00
09/09/2015	101	17684	01219	ERC ASSOCIATES, INC	5,850.00
09/09/2015	101	17685	00209	ETNA SUPPLY COMPANY	3,152.49
09/09/2015	101	17686	00249	GILL-ROY'S HARDWARE	31.94
09/09/2015	101	17687	00257	GOURDIE-FRASER, INC.	2,423.25
09/09/2015	101	17688	00261	GRAINGER	456.66
09/09/2015	101	17689	00324	ISABELLA CORPORATION	106,611.35
09/09/2015	101	17690	01094	ISABELLA COUNTY RECYCLING CENTER	48.00
09/09/2015	101	17691	00337	ISABELLA COUNTY TREASURER	492,992.50
09/09/2015	101	17692	00020	JAMES ALWOOD	494.40
09/09/2015	101	17693	00791	JANE CHAFFEE	25.16
09/09/2015	101	17694	00360	KIMBALL MIDWEST	156.09
09/09/2015	101	17695	01444	KRISTIE KLEIN	40.00
09/09/2015	101	17696	01300	LINDSAY SOFT WATER	10.50
09/09/2015	101	17697	00142	MICHIGAN OFFICE SOLUTIONS	729.42
09/09/2015	101	17698	00422	MICHIGAN PIPE & VALVE	336.00
09/09/2015	101	17699	00447	MISSION LUMBER & SUPPLY INC	0.79
09/09/2015	101	17700	01443	MT. PLEASANT ALANO CLUB	50.00
09/09/2015	101	17701	00462	MT. PLEASANT FENCE, SASH & DOOR	445.00
09/09/2015	101	17702	00494	NORTH CENTRAL LABORATORIES	664.10
09/09/2015	101	17703	01438	PATTERSON PLUMBING SERVICE INC.	420.00
09/09/2015	101	17704	00131	PERCEPTIVE CONTROLS, INC	1,175.00
09/09/2015	101	17705	01273	PRO-SEAL SERVICE GROUP	564.25
09/09/2015	101	17706	00613	STATE INDUSTRIAL PRODUCTS	932.00
09/09/2015	101	17707	01316	STATE OF MICHIGAN	225.00
09/09/2015	101	17708	00629	STU'S ELECTRIC MOTOR	448.00
09/09/2015	101	17709	00637	SWEENEY SEED CO.	249.25
09/09/2015	101	17710	01013	USA BLUE BOOK	364.98
09/09/2015	101	17711	01314	VERIZON WIRELESS	637.38
09/09/2015	101	17712	00703	WASTE MANAGEMENT OF MICHIGAN, INC	1,070.04
09/09/2015	101	17713	01210	WEBER BROS SAWMILL, INC	30.00
09/09/2015	101	17714	00723	WINN TELECOM	196.90
09/09/2015	101	17715	01340	YORK REPAIR, INC	5,875.50

## 101 TOTALS:

Total of 47 Checks:

827,106.29

Less 0 Void Checks:

0.00

Total of 47 Disbursements:

827,106.29

CHECK REGISTER FOR CHARTER TOWNSHIP OF UNION  
 CHECK DATE FROM 08/27/2015 - 09/09/2015

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 101 POOLED CHECKING						
09/09/2015	101	15(E)	00146	CONSUMERS ENERGY PAYMENT CENTER	2180 S LINCOLN RD 2776 E PICKARD RD 2188 E. PICKARD 1876 PACKARD RD. 2495 E. DEERFIELD 2424 W. MAY ST. 4520 E. RIVER 1633 S. LINCOLN 5319 E AIRPORT RD. 1046 S. MISSION 1605 SCULLY 2010 S LINCOLN 2278 S. MERIDIAN 2279 S. MERIDIAN RD. 4511 E. RIVER RD.	42.64 194.79 80.00 48.74 52.31 158.99 12.55 143.54 48.18 79.43 31.13 794.71 17.68 1,666.15 12,684.18
						16,055.02
08/28/2015	101	17670	01254	LARRY M SOMMER	DEPENDENT CARE REIMBURESMET 8-27-15	192.31
09/01/2015	101	17671	01105	MASTERCARD	MASTERCARD ROBINSON MASTERCARD K SMITH MASTERCARD RADAR MASTERCARD DEARING MASTERCARD BEBOW MASTERCARD TAYLOR MASTERCARD CRAWFORD MASTERCARD DEPRIEST MASTERCARD BSMITH MASTERCARD MCPHERSON MASTERCARD WALDRON MASTERCARD ALWOOD MASTERCARD GALLINAT MASTERCARD MCBRIDE	150.00 501.50 107.82 1,664.52 2,690.41 35.83 367.58 1,454.97 260.99 166.99 24.99 38.93 129.85 1,655.51
						9,249.89
09/09/2015	101	17672	01225	ALEXANDER CHEMICAL CORPORATION	FERRIC FHLORIDE	4,944.21
09/09/2015	101	17673	01433	ALL SEASONS SNOW REMOVAL & LAWN CARE	MOWING ON 8/7/15 LWN 2015-37 MOWING OF 1876 BELMONT ON 8/7/15 LAWN 2	182.25 121.50
						303.75
09/09/2015	101	17674	01221	ANDREW FUSSMAN	MILEAGE	7.48
09/09/2015	101	17675	00043	ARROW UNIFORM	UNIFORMS UNIFORMS UNIFORMS UNIFORMS	64.85 70.53 70.53 43.30
						249.21
09/09/2015	101	17676	00095	C & C ENTERPRISES, INC.	SUPPLIES JAMESON HALL SUPPLIES	136.75 25.00
						161.75
09/09/2015	101	17677	01309	CGS SAFETY TRAINING, INC	SAFETY TRAINING	998.50

CHECK REGISTER FOR CHARTER TOWNSHIP OF UNION  
 CHECK DATE FROM 08/27/2015 - 09/09/2015

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
09/09/2015	101	17678	00128	CITY OF MT. PLEASANT	3RD QUARTER 2015 FIRE CONTRACT PAYMENT	163,725.00
09/09/2015	101	17679	00129	CMS INTERNET, LLC	ONSITE SUPPORT HARDWARE	844.00
					HARDWARE	282.99
					ONSITE SUPPORT	855.00
						<u>1,981.99</u>
09/09/2015	101	17680	00155	COYNE OIL CORPORATION	GAS/FUEL	945.14
09/09/2015	101	17681	01242	CULLIGAN WATER	WATER	28.00
09/09/2015	101	17682	01171	DBI BUSINESS INTERIORS	SUPPLIES	4.17
					SUPPLIES	36.71
					SUPPLIES	201.02
					RETURN	(3.81)
						<u>238.09</u>
09/09/2015	101	17683	00201	ELHORN ENGINEERING COMPANY	CHLORINE	1,320.00
09/09/2015	101	17684	01219	ERC ASSOCIATES, INC	CATIONIC POLYMER	5,850.00
09/09/2015	101	17685	00209	ETNA SUPPLY COMPANY	DEERFIELD TOWE DRAIN PIPE	641.84
					MXU	2,250.00
					GRATE	260.65
						<u>3,152.49</u>
09/09/2015	101	17686	00249	GILL-ROY'S HARDWARE	PARTS FOR ZONING MAP	5.18
					PARKS / SUPPLIES	26.76
						<u>31.94</u>
09/09/2015	101	17687	00257	GOURDIE-FRASER, INC.	CRAIG HILL RD. LIFT STATION	2,423.25
09/09/2015	101	17688	00261	GRAINGER	TIME CLOCK AND CARDS	456.66
09/09/2015	101	17689	00324	ISABELLA CORPORATION	LINCOLN RD. WATER MAIN LOOP	106,611.35
09/09/2015	101	17690	01094	ISABELLA COUNTY RECYCLING CENTER	BRUSH	24.00
					BRUSH	24.00
						<u>48.00</u>
09/09/2015	101	17691	00337	ISABELLA COUNTY TREASURER	2009 WASTEWATER BOND PAYMENT	379,515.00
					2010 WATER BOND PRINCIPAL AND INTEREST	113,477.50
						<u>492,992.50</u>
09/09/2015	101	17692	00020	JAMES ALWOOD	PROPERTY LEASE MERIDIAN ROAD	494.40
09/09/2015	101	17693	00791	JANE CHAFFEE	REIMBURSEMENT	25.16
09/09/2015	101	17694	00360	KIMBALL MIDWEST	STAINLESS STEEL SEWER PUMP CLEVIS	156.09
09/09/2015	101	17695	01444	KRISTIE KLEIN	MCDONALD PARK PAVILLION REFUND	40.00
09/09/2015	101	17696	01300	LINDSAY SOFT WATER	50 # DURA CUBE	10.50
09/09/2015	101	17697	00142	MICHIGAN OFFICE SOLUTIONS	CONTRACT 5/23/15 TO 8/22/15	729.42
09/09/2015	101	17698	00422	MICHIGAN PIPE & VALVE	SUPPLIES	336.00
09/09/2015	101	17699	00447	MISSION LUMBER & SUPPLY INC	POLY SIGN HOURS OF OPERATION	0.79
09/09/2015	101	17700	01443	MT. PLEASANT ALANO CLUB	REFUND DUE FOR JAMESON HALL RENTAL	50.00
09/09/2015	101	17701	00462	MT. PLEASANT FENCE, SASH & DOOR	VINYL BOLLARD POST WITH PUSH PAND AND T	445.00
09/09/2015	101	17702	00494	NORTH CENTRAL LABORATORIES	SUPPLIES	664.10
09/09/2015	101	17703	01438	PATERSON PLUMBING SERVICE INC.	PARKS, BACK FLOW TEST	420.00
09/09/2015	101	17704	00131	PERCEPTIVE CONTROLS, INC	PROGRAMMING AND SERVICE ON DEERFIELD	1,175.00
09/09/2015	101	17705	01273	PRO-SEAL SERVICE GROUP	GREASE	564.25
09/09/2015	101	17706	00613	STATE INDUSTRIAL PRODUCTS	BLOCK WORX	932.00
09/09/2015	101	17707	01316	STATE OF MICHIGAN	SOMMER CODE OFFICIAL REGISTRATION RENEW	225.00
09/09/2015	101	17708	00629	STU'S ELECTRIC MOTOR	BEARING	448.00

09/03/2015 10:41 AM  
User: BRIAN  
DB: Union

CHECK REGISTER FOR CHARTER TOWNSHIP OF UNION  
CHECK DATE FROM 08/27/2015 - 09/09/2015

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
09/09/2015	101	17709	00637	SWEENEY SEED CO.	HYDRO MIX 50# BAG / EZ STRAW BALE	249.25
09/09/2015	101	17710	01013	USA BLUE BOOK	SUPPLIES	364.98
09/09/2015	101	17711	01314	VERIZON WIRELESS	CELL PHONE SERVICE	637.38
09/09/2015	101	17712	00703	WASTE MANAGEMENT OF MICHIGAN, INC	5142 BUD ST	101.53
					MCDONALD PARK - 2010 LINCOLN	155.01
					TOWNSHIP HALL	51.87
					4795 S. MISSION	44.14
					4511 E. RIVER	654.81
					5228 S. ISABELLA	62.68
						<u>1,070.04</u>
09/09/2015	101	17713	01210	WEBER BROS SAWMILL, INC	BARK	30.00
09/09/2015	101	17714	00723	WINN TELECOM	TELEPHONE TOWNSHIP HALL	196.90
09/09/2015	101	17715	01340	YORK REPAIR, INC	PUMP #2 ISABELLA HIGH SERVICE PUMP	5,875.50
						<u><u>5,875.50</u></u>
101 TOTALS:						
Total of 47 Checks:						827,106.29
Less 0 Void Checks:						0.00
Total of 47 Disbursements:						<u><u>827,106.29</u></u>

<b>Charter Township of Union Payroll</b>
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**CHECK DATE: Aug 27, 2015**

**PPE: Aug 22, 2015**

**NOTE: CHECK TOTAL FOR TRANSFER**

Gross Payroll	\$ 48,810.10
Employer Share Med	702.62
Employer Share SS	3,004.24
SUI	180.58
Pension-Employer Portion	3,340.07
Workers' Comp	487.51
Life/LTD	-
Dental	1,925.29
Health Care	-
Cobra/Flex Administration	54.70
Total Transfer to Payroll checking	<u><u>\$ 58,505.11</u></u>

**NOTE: PAYROLL TRANSFER NEEDED**

General Fund	\$ 22,213.32
Building Fund	-
EDDA	-
WDDA	-
Sewer Fund	19,409.77
Water Fund	16,882.02
Workers Comp	-
Health Care	-
Total To Transfer from Pooled Savings	<u><u>\$ 58,505.11</u></u>



**CHARTER TOWNSHIP OF UNION  
BOARD MEETING ATTENDANCE RECORD**

~~2013~~ 2015

BOARD MEMBER: \_\_\_\_\_

*Cheryl Henry*

DATE: \_\_\_\_\_

*July*

Date	Meeting	Time Attended		Total
		1hr or less	More than Hr	
7-21-15	EDDA meeting	<i>No Charge to township</i>		
7-21-15	Planning Com. Meeting	<i>No Charge to township</i>		

SIGNATURE: \_\_\_\_\_

*Cheryl Henry*

1. This form is filled out by the board member and turned into the Accountant prior to the last pay period of the month. The Accountant will send out a notice via email so everyone knows when it is due each month.
2. Only list those meetings that you have attended.
3. You are required to list the amount of meeting time you were in attendance. The amount paid is subject to the time you spent during the actual meeting. As published in the 2013 budget, 1 to 60 minutes is reimbursed at \$50. Anything greater than 60 minutes is reimbursed at \$75.
4. Attendances at all day conferences/sessions are reimbursed as one meeting at \$75.

**CHARTER TOWNSHIP OF UNION  
BOARD MEETING ATTENDANCE RECORD  
2013-2015**

BOARD MEMBER: Margie Henry

DATE: Aug

Date	Meeting	Time Attended		Total
		1hr or less	More than Hr	
Aug 18	Planning Co.	no charge to township		

SIGNATURE: Margie Henry

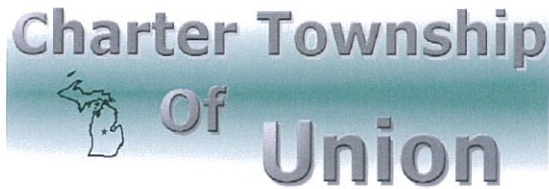
1. This form is filled out by the board member and turned into the Accountant prior to the last pay period of the month. The Accountant will send out a notice via email so everyone knows when it is due each month.
2. Only list those meetings that you have attended.
3. You are required to list the amount of meeting time you were in attendance. The amount paid is subject to the time you spent during the actual meeting. As published in the 2013 budget, 1 to 60 minutes is reimbursed at \$50. Anything greater than 60 minutes is reimbursed at \$75.
4. Attendances at all day conferences/sessions are reimbursed as one meeting at \$75.

**PROPOSED BUDGET ADJUSTMENTS 9-9-15**

GL NUMBER	DESCRIPTION	2015 AMENDED BUDGET	YTD BALANCE 08/31/2015	PROPOSED CHANGES	PROPOSED AMENDED BUDGET
Fund 101 - GENERAL FUND					
<b>Revenues</b>					
Dept 000-NONE					
101-000-627.000	SERVICES RENDERED FOR EDDA	0.00	6,708.71	10,000.00	10,000.00
101-000-671.000	OTHER REVENUE	12,750.00	2,142.18	(10,000.00)	2,750.00
<b>Expenditures</b>					
Dept 171-SUPERVISOR					
101-171-958.000	MEMBERSHIP & DUES	225.00	0.00	(225.00)	0.00
101-171-960.100	SEMINAR LODGING	750.00	758.39	225.00	975.00
Dept 215-CLERK					
101-215-930.001	EQUIPMENT REPAIRS	100.00	710.80	1,000.00	1,100.00
Dept 228-GENERAL ADMINISTRATION					
101-228-730.000	POSTAGE	6,000.00	9,826.70	6,000.00	12,000.00
101-228-958.000	MEMBERSHIP & DUES	175.00	235.00	60.00	235.00
101-228-960.000	EDUCATION & TRAINING	500.00	650.60	500.00	1,000.00
Dept 253-TREASURER					
101-253-719.000	LIFE & DISABILITY BENEFIT	115.00	177.51	65.00	180.00
Dept 257-ASSESSOR					
101-257-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	15,000.00	18,450.00	5,000.00	20,000.00
101-257-826.000	LEGAL FEES	4,465.00	3,624.00	4,000.00	8,465.00
101-257-955.000	MISC.	100.00	267.65	200.00	300.00
101-257-960.100	SEMINAR LODGING	1,000.00	1,507.73	525.00	1,525.00

		2015 AMENDED BUDGET	YTD BALANCE 08/31/2015	PROPOSED CHANGES	PROPOSED AMENDED BUDGET
Dept 262-ELECTIONS					
101-262-774.000	OPERATING SUPPLIES	250.00	302.05	60.00	310.00
Dept 265-TOWNSHIP HALL & GROUNDS					
101-265-955.000	MISC.	250.00	285.50	50.00	300.00
101-265-975.000	BUILDING MAINTENANCE	0.00	59.98	100.00	100.00
Dept 266-LEGAL/ATTORNEY					
101-266-826.000	LEGAL FEES	10,000.00	1,485.00	(5,000.00)	5,000.00
Dept 371-BUILDING INSPECTOR					
101-371-716.000	UNEMPLOYMENT	250.00	336.50	90.00	340.00
101-371-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	0.00	120.00	250.00	250.00
101-371-957.000	BOOKS & MAGAZINES	200.00	382.33	200.00	400.00
Dept 372-ZONING INSPECTOR					
101-372-716.000	UNEMPLOYMENT	273.00	371.21	100.00	373.00
101-372-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	500.00	3,038.25	3,000.00	3,500.00
101-372-826.000	LEGAL FEES	500.00	1,410.00	1,500.00	2,000.00
Dept 373-RENTAL INSPECTIONS					
101-373-716.000	UNEMPLOYMENT	1,100.00	1,479.30	400.00	1,500.00
101-373-719.000	LIFE & DISABILITY BENEFIT	60.00	424.52	370.00	430.00
101-373-930.000	VEHICLE REPAIRS & MAINTENANCE	0.00	2,014.05	2,250.00	2,250.00
101-373-958.000	MEMBERSHIP & DUES	100.00	450.00	500.00	600.00
Dept 401-CAPITAL IMPROVEMENTS					
101-401-976.300	COMPUTER HARDWARE / SOFTWARE	28,450.00	25,199.91	4,055.00	32,505.00
101-401-976.310	TWP HALL GENERATOR	25,000.00	0.00	(25,000.00)	0.00

		2015 AMENDED BUDGET	YTD BALANCE 08/31/2015	PROPOSED CHANGES	PROPOSED AMENDED BUDGET
Dept 446-HIGHWAYS, STREETS, BRIDGES					
101-446-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	15,250.00	15,819.55	570.00	15,820.00
Dept 721-PLANNING COMMISSION					
101-721-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	500.00	2,655.50	3,000.00	3,500.00
101-721-826.000	LEGAL FEES	1,250.00	1,410.00	500.00	1,750.00
101-721-900.000	PUBLISHING & PUBLICATIONS	3,000.00	3,360.98	750.00	3,750.00
101-721-960.000	EDUCATION & TRAINING	500.00	859.00	375.00	875.00
Dept 722-ZONING BOARD OF APPEALS					
101-722-860.000	MILEAGE	50.00	151.80	200.00	250.00
Dept 751-PARKS & RECREATION					
101-751-702.000	SALARY	38,801.00	19,890.78	(15,000.00)	23,801.00
101-751-712.000	TEMPORARY LABOR	21,000.00	19,987.09	6,000.00	27,000.00
101-751-716.000	UNEMPLOYMENT	1,425.00	1,751.26	330.00	1,755.00
101-751-774.000	OPERATING SUPPLIES	4,000.00	3,667.10	1,000.00	5,000.00
101-751-930.000	REPAIRS	5,000.00	5,344.24	2,000.00	7,000.00
				0.00	



OFFICE OF THE TOWNSHIP MANAGER

2010 South Lincoln  
Mt. Pleasant MI. 48858  
Phone 989-772-4600  
Fax 989-773-1988

---

September 9, 2015

Charter Township of Union Board of Trustees

RE: Bluegrass Special Assessment Sidewalk District # 2015-01-SWK

At the August 12, 2015 Board of Trustees Meeting, the board set September 9, 2015 as the date for the public hearing on a proposed special assessment district for sidewalks on portions of Bluegrass and Isabella Rds. The initial district included 4 parcels but as of Thursday September 3, the township received a verbal approval for the easements for the New Grass Properties. With the addition of these new properties, we will be able to take the sidewalk from the new Goodwill store up to Isabella Rd. on the north side with the exception of a parcel next to the west of Hunters Ale House. I have attached a revised map for your review.

On the map it shows only an addition of three parcels but in fact there are five but the frontage remains the same.

*"This institution is an equal opportunity provider and employer."*

## **PREAMBLE AND RESOLUTION**

Special Assessment Roll for Sidewalk Assessment  
Bluegrass Sidewalk District  
District # 2015-01-SWK

WHEREAS, the Township Board of the Charter Township of Union, Isabella County, Michigan, after due and legal notice, has conducted a public hearing upon a proposed assessment roll prepared by the Supervisor and Assessing Officer of the Township for the purpose of defraying the costs of road improvements to be completed within the Special Assessment District No. 2015-01-SWK as shown on the plans and specifications for such project.

AND WHEREAS, such public hearing was preceded by proper notice by Certified mail to each property owner of record within said District and upon said Assessment Roll;

AND WHEREAS, comments were received from those present at such public hearings concerning said Assessment Roll and opportunity to all present to be heard in the matter;

AND WHEREAS, objections were received to said Roll and Levy;

AND WHEREAS, a record of those present to protest, and of written protests submitted at or before the public hearing was made a part of the minutes of the hearing.

AND WHEREAS, it is the opinion of the Township Board that no further time should be granted for the consideration of the matter.

AND WHEREAS, the Township Board has duly inspected the proposed Assessment Roll and considered all comments and proposed amendments thereto and has found the proposed Assessment Roll, to be correct, just and reasonable;

NOW THEREFORE, BE IT RESOLVED as follows:

1. The Assessment Roll submitted by the Supervisor and Assessing Officer of the Township shall hereafter be designated as Bluegrass Sidewalk Special Assessment District No. 2015-01-SWK and shall hereby be confirmed as the Assessment Roll for the Special Assessment District No.2015-01-SWK.

2. The assessments in said Union Charter Township Special Assessment Roll No. 2015-01-SWK shall be divided into Ten (10) equal annual installments of principal with the first installment to be due on or before February 14, 2016 and the following installments to be due on or before the 14<sup>th</sup> day of the same month of each and every year thereafter.

All unpaid installments prior to their transfer to the tax roll as provided by Michigan Public Act 188 of 1954, as amended, shall bear interest payable annually on each installment due date at the rate of prime plus one percent per annum commencing on the first installment due date hereinbefore set forth. Any payments made within forty-five days (45) of completion of said project shall not bear any such interest.

3. Future due installments of an assessment against any parcel of land may be paid to the Township Treasurer at any time in full with interest accrued through the month in which the final installment is paid in accordance with the Michigan Public Act 188 of 1954, as amended. If any installment of a Special Assessment is not paid when due, then the installment shall be considered to be delinquent and there shall be collected, in addition to interest as provided by this section, a penalty at the rate of 1% for each month, or fraction of a month, that the installment remains unpaid before being reported to the Township Board for reassessment upon the Township Tax Roll, also in accordance with said Act 188.
4. The assessments made in said Special Assessment Roll are hereby ordered and directed to be collected by the Township Treasurer, and the Township Assessor shall deliver said Special Assessment Roll to said Treasurer with her warrant attached, commanding the Treasurer to collect such assessments in accordance with the direction of the Township Board and said Public Act 188.
5. All Resolutions and parts of Resolutions insofar as the conflict with the provisions of the Within Resolution be and the same are hereby rescinded.

Upon roll call vote on the adoption of the Resolution,

The following voted "Aye". \_\_\_\_\_

The following voted "Nay". \_\_\_\_\_

The following "Abstained". \_\_\_\_\_



The Supervisor declared the Resolution duly adopted.

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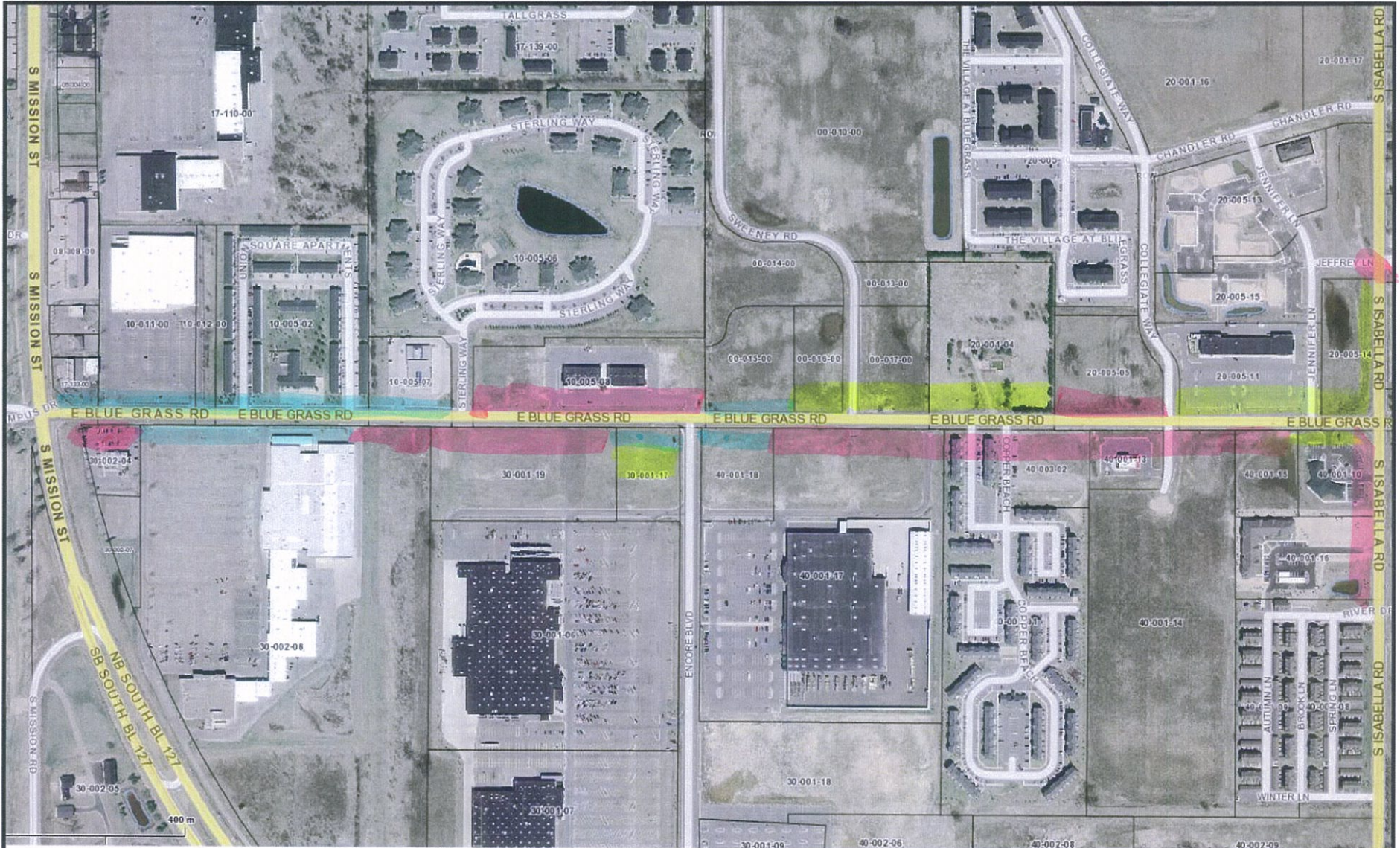
Margie Henry, Clerk  
Union Charter Township

CERTIFIED TO BE A TRUE AND CORRECT COPY OF A RESOLUTION PASSES AND  
ADOPTED BY THE BOARD OF TRUSTEES, UNION CHARTER TOWNSHIP,  
COUNTY, MICHIGAN, AT A REGULAR MEETING HELD ON September 9, 2015

MOTION BY: \_\_\_\_\_

SUPPORTED BY: \_\_\_\_\_

RESOLUTION DECLARED ADOPTED.



**Isabella County Map Document**



Isabella County  
Map Service

web mapping by  
Amalgam LLC



1:8600

**Map Publication:**

Thu Sep 3 2015 09:46:39 AM

**Disclaimer:**

This map does not represent a survey or legal document and is provided on an "as is" basis. Isabella County expresses no warranty for the information displayed on this map document.

*Existing*

*SA District*

*No Easement*

**EXHIBIT A**

**NOTICE OF PUBLIC HEARING**

**CHARTER TOWNSHIP OF UNION, ISABELLA COUNTY**

**To: ALL RECORD OWNERS OF AND PARTIES WITH AN INTEREST IN, LAND IN THE BLUE GRASS SIDEWALK SPECIAL ASSESSMENT DISTRICT # 2015-01-SWK (THE DISTRICT) DESCRIBED HEREIN**

**NOTICE IS HEREBY GIVEN** that the Township Board of Charter Township of Union, Isabella County, Michigan will hold their regularly scheduled meeting beginning at 7:00 P.M., Daylight Savings Time, on September 9, 2015 at the Union Township Hall, 2010 S. Lincoln Rd. Mt. Pleasant, Michigan 48858, and during such meeting will conduct a public hearing to hear objections to the Special Assessment Roll for sidewalk improvements. The following Special Assessment District designated by the Township Board as the District against which the cost of the Project is to be assessed.

**BLUE GRASS SPECIAL ASSESSMENT  
SIDEWALK DISTRICT # 2015-01-SWK**

That the Township Board did create, determine and define as a Special Assessment District to be known as Blue Grass Sidewalk District # 2015-01-swk within which the costs of such improvements shall be assessed per benefit, the following described area within said Township:

PARCEL/LOT NO	OWNER	COST
<b>37-14-026-20-005-11</b> T14N R4W SEC 26; COM AT E 1/4 COR SEC 26; COM AT E 1/4 COR TH N 89D 59M 5S W, 235.10 FT TO POB; TH N 89D 59M 5S W, 559 FT; TH N 00D 00M 5S E, ALG ROW OF COLLEGIATE WAY 199.62 FT; TH NW'LY ALG CURVE OF ROW, 125.1 FT TO POINT OF REV CURV W/ RAD 200 FT, C,B&D N 21D 34M 24S W, 122.16 FT; TH NW'LY ALG ARC OF CURV & E ROW, 121.71 FT TO A POINT, ARC C,B& D N 25D 43M 4S W, 119.84 FT; TH S 89D 59M 05S E, 656.00 FT; TH S 00D 00M 5S W, 421.08 FT TO POB	Hunter Investments, LLC 4855 E Bluegrass Rd Mt. Pleasant, MI 48858	\$ 17,987
<b>37-14-026-40-001-10</b> T14N R4W, SEC 26, COM AT E 1/4 COR TH S89°16'30"W 330 FT; TH S01°00'17"E 330 FT; TH N 89°16'30"E 330 FT; TH N 01°00'17"W 330 FT TO POB. 2.5A M/L	Prism Real Estate Investments, LLC 4950 E Bluegrass Rd Mt. Pleasant, MI 48858	\$ 7,475
<b>37-14-026-20-005-14</b> T14N R4W SEC 26 PARCEL IN NE 1/4 DESC AS COM AT THE E 1/4 COR TH N89°59'05"W 235.10 FT; TH N00°00'55"E 594.92 FT; TH S89°59'05"E 231.47 FT; TH S00°20'05"E 594.93 FT TO POB CONTAINING 3.19 ACRES AND BEING SUBJECT TO THE HWY USE OF THE E'LY AND S'LY 33 FT THEREOF	Isabella Bank & Trust E Bluegrass Rd Mt. Pleasant, MI 48858	\$ 13,476
<b>37-14-103-00-016-00</b> T14N R4W TALLGRASS COMMONS CONDOMINIUMS UNIT #16 MASTER DEED RECORDED ON MAY 9, 2008 L1439 P 451-520	New Grass LLC E. Bluegrass Rd Mt. Pleasant, MI 48858	\$ 4,308.

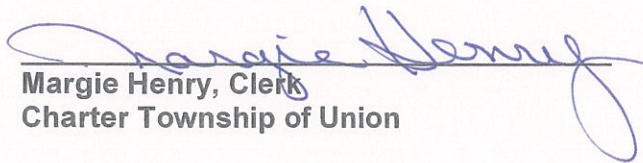
PARCEL/LOT NO	OWNER	COST
<b>37-14-103-00-017-00</b> T14N R4W TALLGRASS COMMONS CONDOMINIUMS UNIT #17 MASTER DEED RECORDED ON MAY 9, 2008 L1439 P 451-520	New Grass LLC E. Bluegrass Rd Mt. Pleasant, MI 48858	\$ 5,690.
<b>37-14-103-00-018-00</b> T14N R4W TALLGRASS COMMONS CONDOMINIUMS UNIT #18 MASTER DEED RECORDED ON MAY 9, 2008 L1439 P 451-520	New Grass LLC E. Bluegrass Rd Mt. Pleasant, MI 48858	\$ 3,720.
<b>37-14-103-00-019-00</b> T14N R4W TALLGRASS COMMONS CONDOMINIUMS UNIT #19 MASTER DEED RECORDED ON MAY 9, 2008 L1439 P 451-520	New Grass LLC E. Bluegrass Rd Mt. Pleasant, MI 48858	\$ 3,746.
<b>37-14-103-00-020-00</b> T14N R4W TALLGRASS COMMONS CONDOMINIUMS UNIT #20 MASTER DEED RECORDED ON MAY 9, 2008 L1439 P 451-520	New Grass LLC E. Bluegrass Rd Mt. Pleasant, MI 48858	\$ 3,746.
<b>37-14-026-30-001-17</b> Part of the NE ¼ of the SW ¼ of Section 26, T14N, R4W, Union Township, Isabella County, State of Michigan. Described as: Beginning S 87°14'35"E, along the East- West ¼ line, 2300.73 feet from the W ¼ corner of said Section 26; thence continuing S 87°14'35" E along said East-West ¼ line, 249.85 feet to the West right-of-way line of Encore Blvd.; thence S02°35'08" W, along said West right-of-way line of Encore Blvd., 348.33 feet; thence N87°24' 52"W. 249.85 feet; thence N02°35'08" E, Parallel to said West right-of-way line of said Encore Blvd., 349.07 feet back to the place of beginning. Subject to easement within ROW Bluegrass Rd (2 acres)	Members First Credit Union 4490 E. Bluegrass Rd Mt. Pleasant, MI 48858	\$ -0-.

**NOTICE IS HEREBY FURTHER GIVEN** that a preliminary Special Assessment Roll for the Project is on file with the Township Assessor at the Township Hall, 2010 S. Lincoln Road, Mt. Pleasant, Michigan, for public examination during regular business hours.

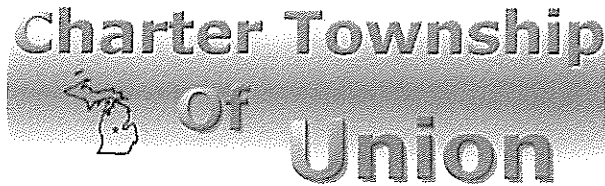
**PLEASE TAKE FURTHER NOTICE** that the owner or any person having an interest in property that is specially assessed may file a written appeal with the Michigan Tax Tribunal within 30 days after confirmation of the Special Assessment Roll. However, appearance and protest at the public hearing on the special assessment roll are required in order to appeal the Special Assessment to the Michigan Tax Tribunal. An owner or other party in interest or his or her agent may (1) appear in person at the hearing to protest the Special Assessment, or (2) file his or her appearance or protest by letter before the close of the hearing. If a hearing is terminated or adjourned for the day before a party is provided the opportunity to be heard, a party whose appearance was recorded shall be considered to have protested the Special Assessment in person.

Any person objecting to the Special Assessment District Project or Special Assessment Roll may file his or her objections in writing before the close of the Public Hearing or within such further time, if nay, as the Township Board may grant.

BY ORDER OF THE TOWNSHIP BOARD

  
Margie Henry, Clerk  
Charter Township of Union

Dated: September 3, 2015



2010 South Lincoln Road  
Mt. Pleasant, MI 48858

Phone (989) 772 4600 ext. 224  
Fax (989) 773 1988  
E Mail ksmith@uniontownshipmi.com

## Memo

To: Charter Township of Union Board  
From: Kim Smith – Public Works Coordinator  
Date: September 2, 2015  
RE: 2015 Sanitary Sewer Cleaning and Televising

Below are the results for the 2015 Sanitary Sewer Cleaning and Televising bids received on September 2, 2015. The total number of feet bid this year is approximately 37,598 feet. The Township's sewer fund will fund 14,892 feet of this cleaning and if approved at their next meeting the DDA will fund approximately 22,706 feet.

City Sewer Cleaners	\$2.75 per foot
Advanced Underground	\$3.18 per foot
Capital Services	\$3.25 per foot
Plummers Environmental	\$2.00 per foot

The areas to be cleaned and televised and the estimated cost to clean and televise each area are as follows:

- **Belmont, National Drive, and River Road East of Lincoln Road (approx. 4,572 ft) estimated cost \$9,144.00 (Township Sewer Fund)**
- **Lift Station #11 to manhole #46 (approx. 10,320 ft) estimated cost \$20,640.00 (Township Sewer Fund)**
- **EDDA (approx 22,706 ft.) estimated cost \$45,412.00 (EDDA Project Fund)**

I recommend that the project be awarded to Plummers Environmental for the cost of \$2.00 per foot. This recommendation is based on cost and previous experience the Township has with Plummers Environmental. This item was included in the 2015 budget and will leave some funds available to make any urgent repairs found when the televising is completed.

If you have any questions please let me know.

Thank you

# Sanitary Sewer Cleaning & Televising

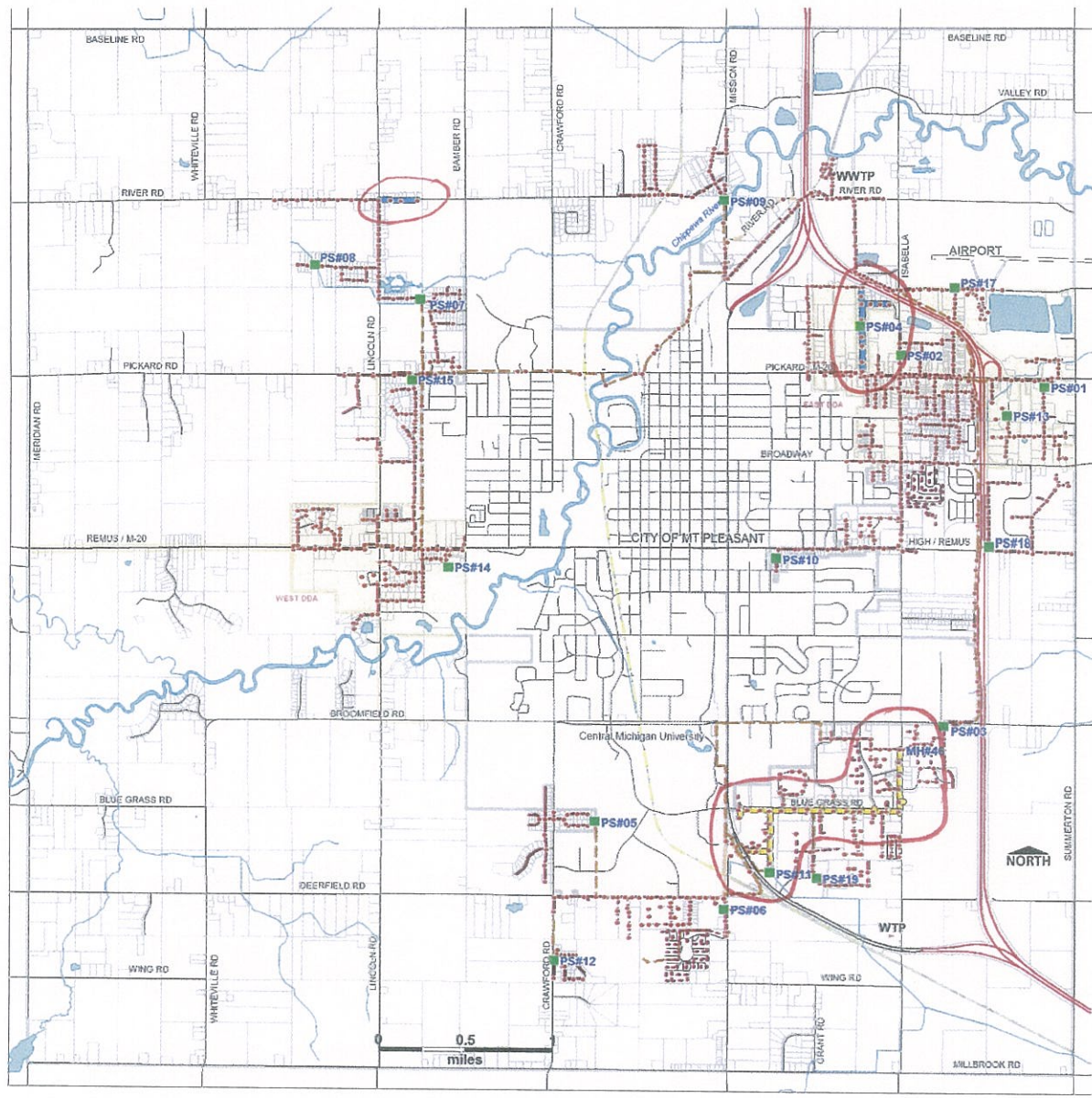
Charter Township of Union  
T14N R4W  
Isabella County, Michigan

- Belmont, National, and River Road East of Lincoln (approx. 4,572 ft.)
- From Lift Station #11 to Manhole #46 (approx. 10,320 ft.)

Legend - Sanitary Sewer Cleaning & Televising

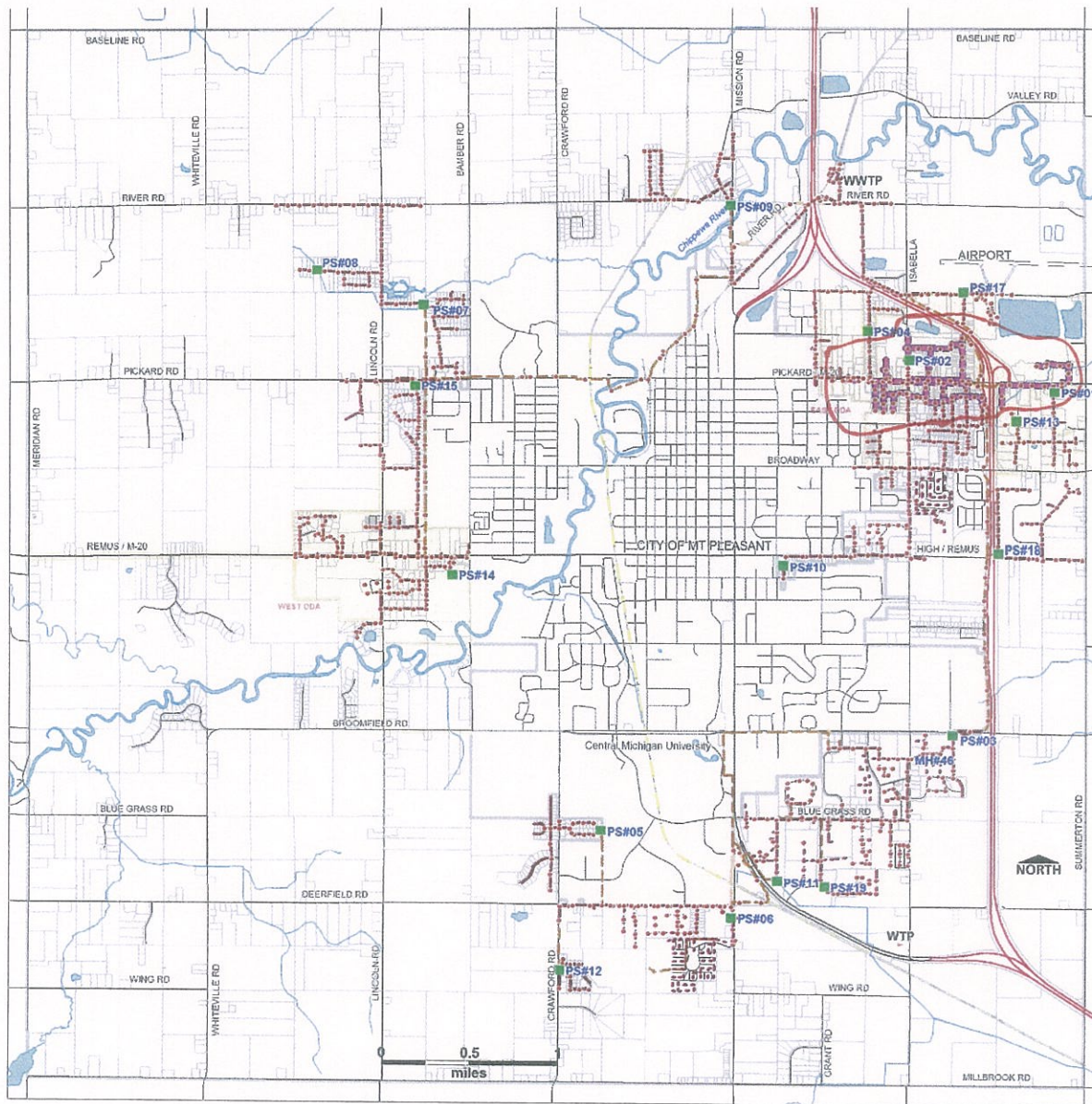
- Lift Station (PS)
- Manhole (MH)
- Belmont, National, and River Road East of Lincoln - Sewer Main to be Cleaned & Televised (approx. 4,572 ft.)
- From Lift Station 11 (Kroger) to Manhole 46 (Isabella) - Sewer Main to be Cleaned & Televised (approx. 10,320 ft.)
- Sanitary Sewer Main
- Private Sanitary Sewer Main
- - - Abandoned Sanitary Sewer Main
- Sanitary Sewer Force Main
- - - Abandoned Sanitary Force Main
- River, Creek, or Drain
- Lake or Pond
- Township Parcel
- Central Michigan University
- City of Mt. Pleasant
- DDA Region

Map Produced By:  
Union Township GIS Department  
Date: August 13, 2015



# Sanitary Sewer Cleaning & Televising East DDA

Charter Township of Union  
T14N R4W  
Isabella County, Michigan



### Legend - Sanitary Sewer Cleaning & Televising

- Lift Station (PS)
- Manhole (MH)
- EDDA Sanitary Sewer Main to be Cleaned & Televised (approx. 22,706 ft.)
- Sanitary Sewer Main
- Private Sanitary Sewer Main
- Abandoned Sanitary Sewer Main
- Sanitary Sewer Force Main
- Abandoned Sanitary Force Main
- River, Creek, or Drain
- Lake or Pond
- Township Parcel
- Central Michigan University
- City of Mt. Pleasant
- DDA Region

Map Produced By:  
Union Township GIS Department  
Date: August 12, 2015



August 28, 2015

PH 231.946.5874

FAX 231 946.3703

WWW.gourdiefraser.com

Union Township Board of Trustees  
Charter Township of Union  
2010 South Lincoln Road  
Mt. Pleasant, MI 48858

Re: Charter Township of Union  
Letter of Recommendation for the Craighill Pump Station  
GFA #15216

Dear Township Board:

We have reviewed the bid received on Wednesday August 19, 2015 for the above referenced project. There was one (1) responsive bidder to the project and their base bid price is summarized as follows:

**Bid**

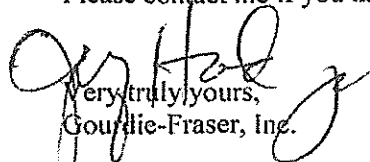
1. Isabella Corporation Inc. **\$68,690.00**

The engineers estimate for this project originally generated in April was estimated at \$52,349. Review of the bid price reflects that the total project exceeds this estimate. There has been a noticeable increase (20 to 30%) in both the cost of materials and labor for the entire state of Michigan.

Gourdie-Fraser reviewed the estimated quantities and costs with the low bidder and has determined that a more cost effective solution is available. The bidder has proposed to install the sanitary forcemain by method of directional drilling as opposed to open cut which will provide a cost savings of \$8,340 equating to a total bid price of \$56,250.00

Using this information and based upon our past experiences with the Isabella Corporation, It is our recommendation to the board that they approve Isabella Corporation Inc. as the low bidder for the bid price amount of \$56,250.00. GFA will be providing all construction oversight including measurements of quantities and all adjustments will be addressed in the pay applications and a balancing change order at the end of the project.

Please contact me if you have any questions.

  
Very truly yours,  
Gourdie-Fraser, Inc.

Jennifer Hodges  
Project Engineer

enclosures

**Bid Results**  
**Charter Township of Union**  
**Craig Hill Road Sanitary Sewer Pump Station**  
**GFA Project No. 15216**

Isabella Corp

No.	Item	Unit	Est. Qty.	Unit Price	Item Cost
1	Submersible Pump Station, Rated at 40 gpm	LS	1	Items a+b	\$38,600.00
a.	2' diameter Fiberglass Structure w/Pump, Piping & Ballast	LS	1	\$24,500.00	-----
b.	Control Panel Set including Generator Receptacle & Transfer Switch	LS	1	\$14,100.00	-----
2	Electrical Service Allowance	LS	1	5,000.00	5,000.00
3	Force Main, SDR 21, 2"	LF	360	\$44.00	\$15,840.00
4	Sanitary Sewer, SDR 35, 8"	LF	25	\$120.00	\$3,000.00
5	Connect to Existing Manhole	EA	2	\$1,875.00	\$3,750.00
6	Site Restoration	LS	1	\$2,500.00	\$2,500.00
	<b>TOTAL BIDS</b>				<b>\$68,690.00</b>

-8340



2201 Commerce Drive  
Mt. Pleasant, MI 48858

Phone:(989) 772-5890  
Fax:(989) 773-2978



August 25, 2015

Mr. Craig Goodrich  
Gourdie/Fraser & Associates  
123 West Front Street  
Traverse City, MI 49684

Re: Craig Hill Road Lift Station – Voluntary Alternate

Craig:

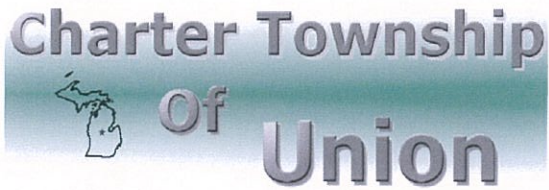
Per our conversation with Kim after the bid opening, we wish to submit an alternative method of construction for the 2" force main on the project. The pricing to install the force main using directional drilling and HDPE as the pipe material is as follows:

Item#	Bid Item	Plan Qty	Unit	Unit Price	Total
1	Prefab Lift Station	1	LS	\$34,500.00	\$34,500.00
a.	Fiberglass Structure	1	LS	\$22,500.00	
b.	Control Panel	1	LS	\$12,000.00	
2	Electrical Allowance	1	LS	\$5,000.00	\$5,000.00
3	2" HDPE Directional Drill - 330' +/-	1	LS	\$7,500.00	\$7,500.00
4	Sanitary Sewer, 8" SDR-35 - 20'+/-	1	LS	\$3,000.00	\$3,000.00
5	Connect to Existing Manhole	2	EA	\$1,875.00	\$3,750.00
6	Site Restoration	1	LS	\$2,500.00	\$2,500.00
					\$56,250.00

The pipe items have been changed to lump sum. The price for the lift station changed as the original bid price included bonds and other fixed costs with open cutting the force main. Please feel free to call me to discuss.

Sincerely yours,  
The Isabella Corporation

James A. Zalud  
President



OFFICE OF THE TOWNSHIP MANAGER

2010 South Lincoln  
Mt. Pleasant MI. 48858  
Phone 989-772-4600  
Fax 989-773-1988

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September 9, 2015

Charter Township of Union Board of Trustees

RE: Mosquito Control Bids

Bids for mosquito control services were received by the City of Mt. Pleasant that also included Union Township. Only one bid was received and that is from APM Mosquito Control out of Gladwin. I have attached the bid pricing sheet for your review. I request that the board discuss how it wants to move forward now that we have the pricing information. Options can include:

- 1) Approve the bid and proceed even if the City does not.
- 2) Approve the bid on the condition that the City approves it as well.
- 3) Instruct the Township Manager to get more information on mosquito's and bring back to the board any information to determine if mosquito's present a safety issue to the public.
- 4) Not approve the bid.

These are merely suggestions and are not meant to sway the conversation in any way.

*"This institution is an equal opportunity provider and employer."*

**Charter Township of Union and the City of Mount Pleasant  
Mosquito Control Program**

**BID PRICE**

Per item I-2 of Instructions to Proponents, three options are provided. Price is based on quantity of larviciding acres and adulticiding miles specified in the RFP. Prices are valid through December 31, 2015.

1. Mosquito control for Union Township
  - a. 2016 - \$99,870.00
  - b. 2017 - \$99,870.00 option year 1
  - c. 2018 - \$99,870.00 option year 2
2. Mosquito control for City of Mt Pleasant
  - a. 2016 - \$85,221.00
  - b. 2017 - \$85,221.00 option year 1
  - c. 2018 - \$85,221.00 option year 2
3. Joint program for City Mt Pleasant and Union Township
  - a. 2016 - \$175,600.00
  - b. 2017 - \$175,600.00 option year 1
  - c. 2018 - \$175,600.00 option year 2

City of Mt Pleasant share \$79,800.00; Union Township share \$95,800.00

There is a cost savings of \$9,491.00 under a joint program. APM believes the projected ULV miles of 1,064 for the city and 1,316 for the township will be on the high side. After the first year, the number of miles needed can be firmed up. Based on experience in other municipalities, we would anticipate a minimum of 10% reduction in future ULV miles in Union Township and as much as a 20% reduction in the City. Remember the proposed price is the maximum budget, you are only billed for the actual work performed.