



**BOARD OF TRUSTEES**

**Regular Meeting**

**September 23, 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 – September 9, 2015– Regular Meeting
  - C. Bills
  - D. Payroll
  - E. Fire Reports
  - F. 2.10 Communication and support to the Board
  - G. 2.5.10 Cash Flow Ratio
8. BOARD AGENDA
  - A. Charitable Gaming License - Mt. Pleasant Youth Football Inc.
  - B. Sidewalk Bids Bluegrass / Isabella (Bids to be sent via email by 9/22/15)
  - C. Fall 2% request Saginaw Chippewa Tribe
  - D. 2016 Budget Discussion
  - E. 4.1 Unity of Control
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 September 9, 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, Treasurer Rice, Trustee Mielke, Hauck, Lannen, and Mikus were present.

**Others Present**

Brian Smith, Jennifer Loveberry, Pat DePriest, Kim Smith

**Public Comment**

Cheryl Hunter, 4855 E. Bluegrass – Sidewalks on Bluegrass are very much needed as well as lighting

**Reports/Board Comments**

B. Smith – Enterprise Park reconstruction of roadways, curb and gutter has been started, met with Road Commission to start laying out plans to widen Broadway Rd.

**Approval of Agenda**

**Hauck** moved **Lannen** supported to approve the agenda as presented. **Vote: Ayes: all. Motion carried.**

**Consent Agenda**

- A. Communications
- B. Minutes – August 26, 2015 Regular Meeting
- C. Bills
- D. Payroll
- E. Meeting Pay
- F. Proposed Budget Adjustments

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

**BOARD AGENDA**

**A. Bluegrass Special Assessment Sidewalk District #2015-01 SWK**

Brian Smith presented, Public Hearing open at 7:08 p.m. – none  
Discussion by the Board of Trustees

**Lannen** motioned **Mielke** supported to adopt the Resolution for Special Assessment Roll for Sidewalk Assessment, Bluegrass Sidewalk District, District #2015-01-SWK. **Roll Call**

**Vote: Ayes: Clerk Henry, Treasurer Rice, Supervisor Alwood, Trustee Mielke, Hauck, Lannen, and Mikus. Motion passed.**

**B. 2015 Sanitary Sewer Cleaning and Televising**

**Henry** motioned **Hauck** supported to award the project to Plummers Environmental for the cost of \$2.00 per foot for a total of 14,982 feet of cleaning. **Vote: Ayes: all. Motion passed.**

**C. Craighill Pump Station Construction**

**Hauck** motioned **Henry** supported to approve Isabella Corporation Inc. as the low bidder for the bid price amount of \$56,250.00. **Vote: Ayes: all. Motion passed.**

**D. Mosquito Control Bids**

**Henry** motioned **Rice** supported to deny the bid for Mosquito Control. **Vote: ayes: all. Motion passed.**

**EXTENDED PUBLIC COMMENT**

None

**FINAL BOARD MEMBER COMMENTS**

B. Smith – Joint Meeting with the Board of Trustees, Planning Commission, ZBA, and EDA will be held 9/30/15 at 7p.m.

Mielke – looking forward to getting bids for the sidewalk project on Bluegrass Rd. Would like to conduct survey of the township residents, as it will be useful when updating the Master Plan knowing what the residents really want.

**ADJOURNMENT**

**Hauck** motioned **Henry** supported to adjourn the meeting at 7:51p.m. **Ayes: all. Motion carried.**

**APPROVED BY:**

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

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

*(Recorded by Jennifer Loveberry)*

Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank 101 POOLED CHECKING					
09/23/2015	101	13(S)	00362	KRAPOHL FORD & LINCOLN	0.00
09/23/2015	101	16(E)	00146	CONSUMERS ENERGY PAYMENT CENTER	15,863.79
09/23/2015	101	17(E)	00146	VOID	0.00 V
09/10/2015	101	17716	00791	JANE CHAFFEE	150.40
09/10/2015	101	17717	01254	LARRY M SOMMER	192.31
09/17/2015	101	17718	00829	ISABELLA COUNTY	50.00
09/23/2015	101	17719	01358	21ST CENTURY MEDIA-MICHIGAN	869.17
09/23/2015	101	17720	01221	ANDREW FUSSMAN	6.90
09/23/2015	101	17721	00043	ARROW UNIFORM	426.22
09/23/2015	101	17722	01240	BRAUN KENDRICK FINKBEINER PLC	2,085.00
09/23/2015	101	17723	00095	C & C ENTERPRISES, INC.	876.00
09/23/2015	101	17724	01253	CAPITAL EQUIPMENT CLARE LLC	117.38
09/23/2015	101	17725	00128	CITY OF MT. PLEASANT	38,803.44
09/23/2015	101	17726	00129	CMS INTERNET, LLC	37,267.57
09/23/2015	101	17727	00155	COYNE OIL CORPORATION	1,316.96
09/23/2015	101	17728	00195	EJ USA, INC	150.43
09/23/2015	101	17729	00231	FOUR SEASON'S EXTERMINATING	40.00
09/23/2015	101	17730	00290	HOTSY OF MID-MICHIGAN	184.90
09/23/2015	101	17731	00324	ISABELLA CORPORATION	9,500.00
09/23/2015	101	17732	01094	ISABELLA COUNTY RECYCLING CENTER	72.00
09/23/2015	101	17733	00767	JNR ENGRAVING	970.70
09/23/2015	101	17734	01257	JOSH WALDRON	8.62
09/23/2015	101	17735	01324	KENEWELL GROUP	145.00
09/23/2015	101	17736	00360	KIMBALL MIDWEST	369.41
09/23/2015	101	17737	01356	MCLAREN CENTRAL MICHIGAN	27.00
09/23/2015	101	17738	00420	MICHIGAN MUNICIPAL LEAGUE	175.00
09/23/2015	101	17739	01199	MID MICHIGAN ANSWERING SERVICE	210.00
09/23/2015	101	17740	00437	MIDDLE MICHIGAN DEVELOPMENT CORP	2,500.00
09/23/2015	101	17741	00494	NORTH CENTRAL LABORATORIES	263.70
09/23/2015	101	17742	00397	PAT MCGUIRK EXCAVATING INC	480.00
09/23/2015	101	17743	00131	PERCEPTIVE CONTROLS, INC	2,826.60
09/23/2015	101	17744	00540	PRO COMM INC	39.92
09/23/2015	101	17745	01445	STATE OF MICHIGAN - DEQ	2,614.62
09/23/2015	101	17746	01207	TEAM FINANCIAL GROUP, INC	1,097.87
09/23/2015	101	17747	00649	THIELEN TURF IRRIGATION, INC.	164.75
09/23/2015	101	17748	01013	USA BLUE BOOK	476.99

101 TOTALS:

Total of 36 Checks:	120,342.65
Less 1 Void Checks:	0.00
Total of 35 Disbursements:	<u>120,342.65</u>

CHECK REGISTER FOR CHARTER TOWNSHIP OF UNION  
 CHECK DATE FROM 09/10/2015 - 09/23/2015

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 101 POOLED CHECKING						
09/23/2015	101	13(S)	00362	KRAPOHL FORD & LINCOLN	OIL CHANGE OIL CHANGE SALES TAX CREDIT ON INVOICE #B270400-PA CREDIT FOR INVOICE #270139 PAID TWICE C	33.95 39.95 (37.93) (35.97) <u>0.00</u>
09/23/2015	101	16(E)	00146	CONSUMERS ENERGY PAYMENT CENTER	STREET LIGHTS 2010 S LINCOLN RD #GUL 5240 E. BROOMFIELD 900 MULBERRY LANE 1660 BELMONT 1933 S. ISABELLA 5537 E. BROADWAY 5525 E. REMUS 2055 ENTERERPRISE DR. 2270 NORTHWAY DR. 5142 BUD ST 5144 BUD ST 5076 S. MISSION 4795 S. MISSION 4797 S. MISSION 5228 S. ISABELLA 4822 ENCORE 4244 E. BLUEGRASS	1,715.32 51.34 776.53 46.44 45.30 486.57 47.84 53.23 256.68 28.86 128.68 16.33 741.24 2,749.18 77.31 8,437.98 150.46 54.50 <u>15,863.79</u>
09/23/2015	101	17(E)	00146	VOID		
09/10/2015	101	17716	00791	JANE CHAFFEE	FLEX MEDICAL REIMBURSEMENT	150.40
09/10/2015	101	17717	01254	LARRY M SOMMER	FLEX DEPENDENT CARE REIMBURSEMENT	192.31
09/17/2015	101	17718	00829	ISABELLA COUNTY	ADDRESS FOR LIFT STATION #20	50.00
09/23/2015	101	17719	01358	21ST CENTURY MEDIA-MICHIGAN	ADVERTISING, MEETING SUMMARIES, NOTICES	869.17
09/23/2015	101	17720	01221	ANDREW FUSSMAN	MILEAGE	6.90
09/23/2015	101	17721	00043	ARROW UNIFORM	UNIFORMS UNIFORMS UNIFORMS UNIFORMS	44.49 43.30 70.70 267.73 <u>426.22</u>
09/23/2015	101	17722	01240	BRAUN KENDRICK FINKBEINER PLC	SERVICES RENDERED THROUGH AUGUST 31, 20	2,085.00
09/23/2015	101	17723	00095	C & C ENTERPRISES, INC.	SUPPLIES UNIFORMS	139.00 737.00 <u>876.00</u>
09/23/2015	101	17724	01253	CAPITAL EQUIPMENT CLARE LLC	GATOR BLADE FOR KUB 60ZD, OIL AND OIL F	117.38
09/23/2015	101	17725	00128	CITY OF MT. PLEASANT	1458 N HARRIS 1/3 FUNCTIONAL DESIGN CON	38,803.44
09/23/2015	101	17726	00129	CMS INTERNET, LLC	INV #286059 DUE 7/28/15 ORIG. AMOUNT \$1 BENCH WORK, ONSITE WORK, HARDWARE ONSITE SUPPORT, HARDWARE FIBER NETWORK-FINAL 10% DUE CMS SERVER AND PHONE SERVICE 10-1-15 TO	190.00 145.00 362.75 35,954.00 615.82 <u>37,267.57</u>

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## CHECK REGISTER FOR CHARTER TOWNSHIP OF UNION

CHECK DATE FROM 09/10/2015 - 09/23/2015

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
09/23/2015	101	17727	00155	COYNE OIL CORPORATION	GAS/FUEL	1,316.96
09/23/2015	101	17728	00195	EJ USA, INC	REPLACEMENT MANHOLE LID	150.43
09/23/2015	101	17729	00231	FOUR SEASON'S EXTERMINATING	INTERIOR AND EXTERIOR TREATMENTS	40.00
09/23/2015	101	17730	00290	HOTSY OF MID-MICHIGAN	SERVICE ON MACHINE	184.90
09/23/2015	101	17731	00324	ISABELLA CORPORATION	LIVE TAP - GREEN ACRES PHASE II	9,500.00
09/23/2015	101	17732	01094	ISABELLA COUNTY RECYCLING CENTER	6 CU YARDS BRUSH	72.00
09/23/2015	101	17733	00767	JNR ENGRAVING	SIGNS FOR PARKS & REC	970.70
09/23/2015	101	17734	01257	JOSH WALDRON	MILEAGE	8.62
09/23/2015	101	17735	01324	KENEWELL GROUP	BLUE SHUT OFF NOTICES DIE AND TYPE CHAN	145.00
09/23/2015	101	17736	00360	KIMBALL MIDWEST	SUPPLIES	369.41
09/23/2015	101	17737	01356	MCLAREN CENTRAL MICHIGAN	DRUG SCREEN 5 PANEL-J. MCPHERSON	27.00
09/23/2015	101	17738	00420	MICHIGAN MUNICIPAL LEAGUE	MEMBER DUES FOR THE PERIOD 7/1/15 TO 6/	175.00
09/23/2015	101	17739	01199	MID MICHIGAN ANSWERING SERVICE	JULY AUG. SEPT	210.00
09/23/2015	101	17740	00437	MIDDLE MICHIGAN DEVELOPMENT CORP	CLIENT FEE 3RD QUARTER	2,500.00
09/23/2015	101	17741	00494	NORTH CENTRAL LABORATORIES	LAB SUPPLIES	263.70
09/23/2015	101	17742	00397	PAT MCGUIRK EXCAVATING INC	CLEANUPS/REPAIRS - BLACK DIRT	480.00
09/23/2015	101	17743	00131	PERCEPTIVE CONTROLS, INC	MAINTENANCE	2,826.60
09/23/2015	101	17744	00540	PRO COMM INC	CABLE	39.92
09/23/2015	101	17745	01445	STATE OF MICHIGAN - DEQ	LAB CERTIFICATION FOR WATER	2,614.62
09/23/2015	101	17746	01207	TEAM FINANCIAL GROUP, INC	2 XEROX WORKCENTERE 7435 COPIERS	1,097.87
09/23/2015	101	17747	00649	THIELEN TURF IRRIGATION, INC.	LITTLE LEAGUE FIELD SPRINKLER HEAD FITT	164.75
09/23/2015	101	17748	01013	USA BLUE BOOK	SUPPLIES	476.99

## 101 TOTALS:

Total of 36 Checks:

120,342.65

Less 1 Void Checks:

0.00

Total of 35 Disbursements:

120,342.65

<b>Charter Township of Union Payroll</b>
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CHECK DATE: Sep 10, 2015

PPE: Sep 5, 2015

**NOTE: CHECK TOTAL FOR TRANSFER**

Gross Payroll	\$ 49,091.74
Employer Share Med	703.31
Employer Share SS	3,007.29
SUI	169.81
Pension-Employer Portion	3,354.45
Workers' Comp	556.54
Life/LTD	574.93
Dental	1,925.29
Health Care	30,762.63
Cobra/Flex Administration	-
Total Transfer to Payroll checking	<u><u>\$ 90,145.99</u></u>

**NOTE: PAYROLL TRANSFER NEEDED**

General Fund	\$ 35,100.63
Building Fund	-
EDDA	-
WDDA	-
Sewer Fund	30,263.07
Water Fund	24,782.29
Workers Comp	-
Health Care	-
Total To Transfer from Pooled Savings	<u><u>\$ 90,145.99</u></u>

## Mount Pleasant Fire Department

Fire Experience Report For Union Township/City of Mt. Pleasant  
Period - June 29, 2015 through July 5, 2015

Category	Code	Description	Twp	Resp	City	
Fire	100	Fire, Other				
	111	Building Fire				
	113	Cooking Fire				
	114	Chimney or Flue Fire				
	131	Passenger Vehicle Fire			2	
	132	Road freight or transport vehicle fire				
	136	Self-propelled Motor Home/Recreational				
	138	Off-road vehicle of heavy equipment fire				
	140	Natural Vegetation Fire				
	143	Grass/Brush fire				
	150	Outside Rubbish Fire, other				
	151	Outside Rubbish Fire, trash or waste fire				
	154	Dumpster Fire				
	160	Special Outside Fire, Other				
	Overpressure Rupture, (No Fire)	251	Excessive heat, scorch burns with no fire			
Rescue & EMS Incident	311	Medical Assist to EMS Crew	2	7	2	
	321	EMS Call excluding Veh. Accident	2	5	3	
	322	Motor Vehicle Acc. W/ Injuries				
	323	Motor Vehicle Acc/Pedestrian				
	324	Motor Vehicle Acc. W/no Injuries				
	342	Search for Person in Water				
	352	Extrication of Victim (s) from vehicle				
	353	Remove Victim from Stalled Elevator				
	360	Water & Ice-related Rescue, Other				
	361	Swimming /recreational water area rescue				
	3811	Technical rescue standby				
Hazardous Condition (No Fire)	400	Hazard condition other				
	410	Combustible/Flammable Gas Condition				
	411	Gasoline or Other Flammable Spill				
	412	Gas Leak				
	413	Oil of Combustible Liquid Spill				
	424	Carbon Monoxide Incident				
	440	Electric Wiring/Equipment Problem				
	441	Heat from Short Curcuit				
	442	Overheated Motor				
	443	Breakdown of Light Ballast				
	444	Power Line Down				
		445	Arcing, shorted electrical equipment	1	2	
	480	Attempted burning, illegal action, other				
	4441	Utility Line Down			1	
Service Call	500	Service Call - Other				
	510	Person in Distress				



Category	Code	Description	Twp	Resp	City
	511	Lock-out			
	512	Ring or Jewelry removal			
	520	Water Problem, Other			
	521	Water Evacuation			
	522	Water of Steam Leak			
	531	Smoke or Odor Removal			
	542	Animal Rescue			
	552	Police Matter			1
	553	Public Service			
	561	Unauthorized Burning			
	571	Cover assignment, standby, moveup			
Good Intent Call	600	Good Intent Call, Other			
	611	Dispatched and Cancelled en route			
	622	No Incident Found on Arrival	3	16	
	631	Authorized controlled burning			
	650	Steam, gas mistaken for smoke,			
	651	Smoke Scare, Odor of Smoke			
False Alarm & False Call	700	False Alarm, Other			
	710	Malicious, mischievous false call, other			
	715	Local Alarm System, Malicious False Alarm			
	730	System Malfunction			
	731	Sprinkler activation due to malfunction			
	733	Smoke Det. Activation - Malfunction			
	734	Heat Detector Activation - Malfunction			
	735	Alarm system sounded due to malfunction			
	736	CO detector activation due to malfunction			
	740	Unintentional transmission of alarm, other			1
	741	Sprinkler activation, no fire			
	743	Smoke Det. Activation - Unintentional			
	744	Detector activation, no fire			1
	745	Alarm System Act. - Unintentional			2
	746	Carbon Monoxide Activation, NO CO			
Severe Weather	813	Wind Storm, Tornado/Hurricane Assessment			
Special Incident Type	911	Citizen Complaint			
	9003	Affidavit Issued			
		Total Response for Union Twp/City	8	30	13

	Emergency - MPFD
	Emergency - MPFD Secondary to MMR
	Non - Emergency

## Mount Pleasant Fire Department

Fire Experience Report For Union Township/City of Mt. Pleasant  
Period - July 6, 2015 through July 12, 2015

Category	Code	Description	Twp	Resp	City	
Fire	100	Fire, Other				
	111	Building Fire	1	2		
	113	Cooking Fire				
	114	Chimney or Flue Fire				
	131	Passenger Vehicle Fire				
	132	Road freight or transport vehicle fire				
	136	Self-propelled Motor Home/Recreational				
	138	Off-road vehicle of heavy equipment fire				
	140	Natural Vegetation Fire				
	143	Grass/Brush fire				
	150	Outside Rubbish Fire, other				
	151	Outside Rubbish Fire, trash or waste fire				
	154	Dumpster Fire				
	160	Special Outside Fire, Other				
	Overpressure Rupture, (No Fire)	251	Excessive heat, scorch burns with no fire			
	Rescue & EMS Incident	311	Medical Assist to EMS Crew			2
321		EMS Call excluding Veh. Accident			1	
322		Motor Vehicle Acc. W/ Injuries	1	13	1	
323		Motor Vehicle Acc/Pedestrian			1	
324		Motor Vehicle Acc. W/no Injuries			2	
342		Search for Person in Water				
352		Extrication of Victim (s) from vehicle				
353		Remove Victim from Stalled Elevator				
360		Water & Ice-related Rescue, Other				
361		Swimming /recreational water area rescue				
	3811	Technical rescue standby				
Hazardous Condition (No Fire)	400	Hazard condition other				
	410	Combustible/Flammable Gas Condition				
	411	Gasoline or Other Flammable Spill				
	412	Gas Leak			1	
	413	Oil of Combustible Liquid Spill				
	424	Carbon Monoxide Incident				
	440	Electric Wiring/Equipment Problem				
	441	Heat from Short Circuit				
	442	Overheated Motor				
	443	Breakdown of Light Ballast				
	444	Power Line Down				
	445	Arcing, shorted electrical equipment				
480	Attempted burning, illegal action, other					
	4441	Utility Line Down				
Service Call	500	Service Call - Other				
	510	Person in Distress				



Category	Code	Description	Twp	Resp	City
	511	Lock-out			
	512	Ring or Jewelry removal			
	520	Water Problem, Other			
	521	Water Evacuation			
	522	Water of Steam Leak			
	531	Smoke or Odor Removal			
	542	Animal Rescue			
	552	Police Matter	1	3	
	553	Public Service			
	561	Unauthorized Burning			
	571	Cover assignment, standby, moveup			
Good Intent Call	600	Good Intent Call, Other			
	611	Dispatched and Cancelled en route			
	622	No Incident Found on Arrival			
	631	Authorized controlled burning			
	650	Steam, gas mistaken for smoke,			
	651	Smoke Scare, Odor of Smoke			
False Alarm & False Call	700	False Alarm, Other			
	710	Malicious, mischievous false call, other			
	715	Local Alarm System, Malicious False Alarm			
	730	System Malfunction			
	731	Sprinkler activation due to malfunction			1
	733	Smoke Det. Activation - Malfunction	1	2	
	734	Heat Detector Activation - Malfunction			
	735	Alarm system sounded due to malfunction	2	4	
	736	CO detector activation due to malfunction			
	740	Unintentional transmission of alarm, other			
	741	Sprinkler activation, no fire			
	743	Smoke Det. Activation - Unintentional			
	744	Detector activation, no fire			
	745	Alarm System Act. - Unintentional			
	746	Carbon Monoxide Activation, NO CO			
Severe Weather	813	Wind Storm, Tornado/Hurricane Assessment			
Special Incident Type	911	Citizen Complaint			
	9003	Affidavit Issued			
		Total Response for Union Twp/City	6	24	9

Emergency - MPFD

Emergency - MPFD Secondary to MMR

Non - Emergency

## Mount Pleasant Fire Department

Fire Experience Report For Union Township/City of Mt. Pleasant  
Period - July 13, 2015 through July 19, 2015

Category	Code	Description	Twp	Resp	City	
Fire	100	Fire, Other				
	111	Building Fire				
	113	Cooking Fire				
	114	Chimney or Flue Fire				
	131	Passenger Vehicle Fire				
	132	Road freight or transport vehicle fire				
	136	Self-propelled Motor Home/Recreational				
	138	Off-road vehicle of heavy equipment fire				
	140	Natural Vegetation Fire				
	143	Grass/Brush fire				
	150	Outside Rubbish Fire, other				
	151	Outside Rubbish Fire, trash or waste fire				
	154	Dumpster Fire				
	160	Special Outside Fire, Other				
	Overpressure Rupture, (No Fire)	251	Excessive heat, scorch burns with no fire			
	Rescue & EMS Incident	311	Medical Assist to EMS Crew			1
321		EMS Call excluding Veh. Accident	1	2		
322		Motor Vehicle Acc. W/ Injuries	1	3		
323		Motor Vehicle Acc/Pedestrian	1	2		
324		Motor Vehicle Acc. W/no Injuries			1	
342		Search for Person in Water				
352		Extrication of Victim (s) from vehicle				
353		Remove Victim from Stalled Elevator				
360		Water & Ice-related Rescue, Other				
361		Swimming /recreational water area rescue				
	3811	Technical rescue standby				
Hazardous Condition (No Fire)	400	Hazard condition other				
	410	Combustible/Flammable Gas Condition				
	411	Gasoline or Other Flammable Spill				
	412	Gas Leak				
	413	Oil of Combustible Liquid Spill				
	424	Carbon Monoxide Incident				
	440	Electric Wiring/Equipment Problem				
	441	Heat from Short Circuit				
	442	Overheated Motor			1	
	443	Breakdown of Light Ballast				
	444	Power Line Down				
	445	Arcing, shorted electrical equipment				
	480	Attempted burning, illegal action, other				
	4441	Utility Line Down			1	
Service Call	500	Service Call - Other	1	2		
	510	Person in Distress				



Category	Code	Description	Twp	Resp	City
	511	Lock-out			
	512	Ring or Jewelry removal			
	520	Water Problem, Other			
	521	Water Evacuation			
	522	Water of Steam Leak			
	531	Smoke or Odor Removal			
	542	Animal Rescue			
	552	Police Matter			
	553	Public Service			
	561	Unauthorized Burning			
	571	Cover assignment, standby, moveup			
Good Intent Call	600	Good Intent Call, Other			
	611	Dispatched and Cancelled en route			
	622	No Incident Found on Arrival			
	631	Authorized controlled burning			
	650	Steam, gas mistaken for smoke,			
	651	Smoke Scare, Odor of Smoke			
False Alarm & False Call	700	False Alarm, Other			
	710	Malicious, mischievous false call, other			
	715	Local Alarm System, Malicious False Alarm			
	730	System Malfunction			
	731	Sprinkler activation due to malfunction			
	733	Smoke Det. Activation - Malfunction			1
	734	Heat Detector Activation - Malfunction			
	735	Alarm system sounded due to malfunction	2	4	
	736	CO detector activation due to malfunction			
	740	Unintentional transmission of alarm, other			
	741	Sprinkler activation, no fire			
	743	Smoke Det. Activation - Unintentional			
	744	Detector activation, no fire			
	745	Alarm System Act. - Unintentional	1	2	
	746	Carbon Monoxide Activation, NO CO			
Severe Weather	813	Wind Storm,Tornado/Hurricane Assessment			
Special Incident Type	911	Citizen Complaint			
	9003	Affidavit Issued			
		Total Response for Union Twp/City	7	15	5

 Emergency - MPFD

 Emergency - MPFD Secondary to MMR

 Non - Emergency

## Mount Pleasant Fire Department

Fire Experience Report For Union Township/City of Mt. Pleasant  
Period - July 20, 2015 through July 26, 2015

Category	Code	Description	Twps	Resp	City	
Fire	100	Fire, Other				
	111	Building Fire				
	113	Cooking Fire	1	9		
	114	Chimney or Flue Fire				
	131	Passenger Vehicle Fire			1	
	132	Road freight or transport vehicle fire				
	136	Self-propelled Motor Home/Recreational				
	138	Off-road vehicle of heavy equipment fire				
	140	Natural Vegetation Fire				
	143	Grass/Brush fire				
	150	Outside Rubbish Fire, other				
	151	Outside Rubbish Fire, trash or waste fire				
	154	Dumpster Fire				
	160	Special Outside Fire, Other				
	Overpressure Rupture, (No Fire)	251	Excessive heat, scorch burns with no fire			
Rescue & EMS Incident	311	Medical Assist to EMS Crew			1	
	321	EMS Call excluding Veh. Accident	1	3	3	
	322	Motor Vehicle Acc. W/ Injuries			1	
	323	Motor Vehicle Acc/Pedestrian				
	324	Motor Vehicle Acc. W/no Injuries	1	4	1	
	342	Search for Person in Water				
	352	Extrication of Victim (s) from vehicle				
	353	Remove Victim from Stalled Elevator				
	360	Water & Ice-related Rescue, Other				
	361	Swimming /recreational water area rescue				
	3811	Technical rescue standby				
Hazardous Condition (No Fire)	400	Hazard condition other				
	410	Combustible/Flammable Gas Condition				
	411	Gasoline or Other Flammable Spill				
	412	Gas Leak			1	
	413	Oil of Combustible Liquid Spill				
	424	Carbon Monoxide Incident				
	440	Electric Wiring/Equipment Problem			1	
	441	Heat from Short Circuit				
	442	Overheated Motor				
	443	Breakdown of Light Ballast				
	444	Power Line Down				
	445	Arcing, shorted electrical equipment				
	480	Attempted burning, illegal action, other				
	4441	Utility Line Down				
Service Call	500	Service Call - Other				
	510	Person in Distress				



Category	Code	Description	Twp	Resp	City
	511	Lock-out			
	512	Ring or Jewelry removal			
	520	Water Problem, Other			
	521	Water Evacuation			
	522	Water of Steam Leak			
	531	Smoke or Odor Removal			
	542	Animal Rescue			
	552	Police Matter			
	553	Public Service			
	561	Unauthorized Burning			
	571	Cover assignment, standby, moveup			
Good Intent Call	600	Good Intent Call, Other	1	2	
	611	Dispatched and Cancelled en route			1
	622	No Incident Found on Arrival			
	631	Authorized controlled burning			
	650	Steam, gas mistaken for smoke,			
	651	Smoke Scare, Odor of Smoke			
False Alarm & False Call	700	False Alarm, Other			
	710	Malicious, mischievous false call, other			
	715	Local Alarm System, Malicious False Alarm			
	730	System Malfunction			
	731	Sprinkler activation due to malfunction			
	733	Smoke Det. Activation - Malfunction	1	2	
	734	Heat Detector Activation - Malfunction			
	735	Alarm system sounded due to malfunction			
	736	CO detector activation due to malfunction			
	740	Unintentional transmission of alarm, other			
	741	Sprinkler activation, no fire			
	743	Smoke Det. Activation - Unintentional			
	744	Detector activation, no fire			
	745	Alarm System Act. - Unintentional	3	8	1
	746	Carbon Monoxide Activation, NO CO			
Severe Weather	813	Wind Storm, Tornado/Hurricane Assessment			
Special Incident Type	911	Citizen Complaint			
	9003	Affidavit Issued			
		Total Response for Union Twp/City	8	28	11

Emergency - MPFD

Emergency - MPFD Secondary to MMR

Non - Emergency

## Mount Pleasant Fire Department

Fire Experience Report For Union Township/City of Mt. Pleasant  
Period - July 27, 2015 through August 2, 2015

Category	Code	Description	Twp	Resp	City	
Fire	100	Fire, Other	1	14		
	111	Building Fire				
	113	Cooking Fire				
	114	Chimney or Flue Fire				
	131	Passenger Vehicle Fire			1	
	132	Road freight or transport vehicle fire				
	136	Self-propelled Motor Home/Recreational				
	138	Off-road vehicle of heavy equipment fire				
	140	Natural Vegetation Fire				
	143	Grass/Brush fire	1	16	1	
	150	Outside Rubbish Fire, other				
	151	Outside Rubbish Fire, trash or waste fire				
	154	Dumpster Fire	1	4	4	
	160	Special Outside Fire, Other				
	Overpressure Rupture, (No Fire)	251	Excessive heat, scorch burns with no fire			
	Rescue & EMS Incident	311	Medical Assist to EMS Crew	1	4	2
321		EMS Call excluding Veh. Accident				
322		Motor Vehicle Acc. W/ Injuries				
323		Motor Vehicle Acc/Pedestrian				
324		Motor Vehicle Acc. W/no Injuries			1	
342		Search for Person in Water				
352		Extrication of Victim (s) from vehicle	1	20		
353		Remove Victim from Stalled Elevator				
360		Water & Ice-related Rescue, Other				
361	Swimming /recreational water area rescue					
3811	Technical rescue standby					
Hazardous Condition (No Fire)	400	Hazard condition other				
	410	Combustible/Flammable Gas Condition				
	411	Gasoline or Other Flammable Spill				
	412	Gas Leak				
	413	Oil of Combustible Liquid Spill				
	424	Carbon Monoxide Incident				
	440	Electric Wiring/Equipment Problem			1	
	441	Heat from Short Circuit				
	442	Overheated Motor				
	443	Breakdown of Light Ballast				
	444	Power Line Down			1	
	445	Arcing, shorted electrical equipment				
480	Attempted burning, illegal action, other					
4441	Utility Line Down			1		
Service Call	500	Service Call - Other				
	510	Person in Distress				



Category	Code	Description	Twp	Resp	City
	511	Lock-out			
	512	Ring or Jewelry removal			
	520	Water Problem, Other			
	521	Water Evacuation			
	522	Water of Steam Leak			
	531	Smoke or Odor Removal			
	542	Animal Rescue			
	552	Police Matter			
	553	Public Service			
	561	Unauthorized Burning			
	571	Cover assignment, standby, moveup			
Good Intent Call	600	Good Intent Call, Other	1	2	1
	611	Dispatched and Cancelled en route	1	2	1
	622	No Incident Found on Arrival			
	631	Authorized controlled burning			
	650	Steam, gas mistaken for smoke,			
	651	Smoke Scare, Odor of Smoke			
False Alarm & False Call	700	False Alarm, Other			
	710	Malicious, mischievous false call, other	1	1	
	715	Local Alarm System, Malicious False Alarm			
	730	System Malfunction			
	731	Sprinkler activation due to malfunction			
	733	Smoke Det. Activation - Malfunction			
	734	Heat Detector Activation - Malfunction			
	735	Alarm system sounded due to malfunction			
	736	CO detector activation due to malfunction	1	2	
	740	Unintentional transmission of alarm, other			
	741	Sprinkler activation, no fire			
	743	Smoke Det. Activation - Unintentional			
	744	Detector activation, no fire			
	745	Alarm System Act. - Unintentional	1	8	
	746	Carbon Monoxide Activation, NO CO			
Severe Weather	813	Wind Storm, Tornado/Hurricane Assessment			
Special Incident Type	911	Citizen Complaint			
	9003	Affidavit Issued			
		Total Response for Union Twp/City	10	73	14

	Emergency - MPFD
	Emergency - MPFD Secondary to MMR
	Non - Emergency

## Mount Pleasant Fire Department

Fire Experience Report For Union Township/City of Mt. Pleasant  
Period - August 3, 2015 through August 9, 2015

Category	Code	Description	Twp	Resp	City	
Fire	100	Fire, Other				
	111	Building Fire				
	113	Cooking Fire	1	2	1	
	114	Chimney or Flue Fire				
	131	Passenger Vehicle Fire				
	132	Road freight or transport vehicle fire				
	136	Self-propelled Motor Home/Recreational				
	138	Off-road vehicle of heavy equipment fire				
	140	Natural Vegetation Fire				
	143	Grass/Brush fire				
	150	Outside Rubbish Fire, other				
	151	Outside Rubbish Fire, trash or waste fire				
	154	Dumpster Fire				
	160	Special Outside Fire, Other				
	Overpressure Rupture, (No Fire)	251	Excessive heat, scorch burns with no fire			
	Rescue & EMS Incident	311	Medical Assist to EMS Crew	1	3	1
321		EMS Call excluding Veh. Accident	1	2	1	
322		Motor Vehicle Acc. W/ Injuries				
323		Motor Vehicle Acc/Pedestrian				
324		Motor Vehicle Acc. W/no Injuries				
342		Search for Person in Water				
352		Extrication of Victim (s) from vehicle				
353		Remove Victim from Stalled Elevator				
360		Water & Ice-related Rescue, Other				
361		Swimming /recreational water area rescue				
	3811	Technical rescue standby				
Hazardous Condition (No Fire)	400	Hazard condition other				
	410	Combustible/Flammable Gas Condition				
	411	Gasoline or Other Flammable Spill				
	412	Gas Leak				
	413	Oil of Combustible Liquid Spill				
	424	Carbon Monoxide Incident				
	440	Electric Wiring/Equipment Problem				
	441	Heat from Short Circuit				
	442	Overheated Motor				
	443	Breakdown of Light Ballast				
	444	Power Line Down				
	445	Arcing, shorted electrical equipment				
	480	Attempted burning, illegal action, other				
	4441	Utility Line Down				
Service Call	500	Service Call - Other				
	510	Person in Distress				



Category	Code	Description	Twp	Resp	City
	511	Lock-out			
	512	Ring or Jewelry removal			
	520	Water Problem, Other			
	521	Water Evacuation			
	522	Water of Steam Leak			
	531	Smoke or Odor Removal			
	542	Animal Rescue			
	552	Police Matter			
	553	Public Service			
	561	Unauthorized Burning			
	571	Cover assignment, standby, moveup			
Good Intent Call	600	Good Intent Call, Other			
	611	Dispatched and Cancelled en route			
	622	No Incident Found on Arrival	1	2	
	631	Authorized controlled burning			
	650	Steam, gas mistaken for smoke,			
	651	Smoke Scare, Odor of Smoke			
False Alarm & False Call	700	False Alarm, Other			
	710	Malicious, mischievous false call, other			
	715	Local Alarm System, Malicious False Alarm			
	730	System Malfunction			
	731	Sprinkler activation due to malfunction			
	733	Smoke Det. Activation - Malfunction	1	2	1
	734	Heat Detector Activation - Malfunction			
	735	Alarm system sounded due to malfunction			
	736	CO detector activation due to malfunction			
	740	Unintentional transmission of alarm, other			
	741	Sprinkler activation, no fire			
	743	Smoke Det. Activation - Unintentional			
	744	Detector activation, no fire			
	745	Alarm System Act. - Unintentional			
	746	Carbon Monoxide Activation, NO CO			1
Severe Weather	813	Wind Storm, Tornado/Hurricane Assessment			
Special Incident Type	911	Citizen Complaint			
	9003	Affidavit Issued			
		Total Response for Union Twp/City	5	11	5

	Emergency - MPFD
	Emergency - MPFD Secondary to MMR
	Non - Emergency

## Mount Pleasant Fire Department

Fire Experience Report For Union Township/City of Mt. Pleasant  
Period - August 10, 2015 through August 16, 2015

Category	Code	Description	Twp	Resp	City	
Fire	100	Fire, Other				
	111	Building Fire				
	113	Cooking Fire	1	10		
	114	Chimney or Flue Fire				
	131	Passenger Vehicle Fire				
	132	Road freight or transport vehicle fire				
	136	Self-propelled Motor Home/Recreational				
	138	Off-road vehicle of heavy equipment fire				
	140	Natural Vegetation Fire			1	
	143	Grass/Brush fire				
	150	Outside Rubbish Fire, other				
	151	Outside Rubbish Fire, trash or waste fire				
	154	Dumpster Fire				
	160	Special Outside Fire, Other				
	Overpressure Rupture, (No Fire)	251	Excessive heat, scorch burns with no fire			
	Rescue & EMS Incident	311	Medical Assist to EMS Crew	2	7	2
321		EMS Call excluding Veh. Accident			3	
322		Motor Vehicle Acc. W/ Injuries				
323		Motor Vehicle Acc/Pedestrian				
324		Motor Vehicle Acc. W/no Injuries			1	
342		Search for Person in Water				
352		Extrication of Victim (s) from vehicle				
353		Remove Victim from Stalled Elevator				
360		Water & Ice-related Rescue, Other				
361		Swimming /recreational water area rescue				
	3811	Technical rescue standby			1	
Hazardous Condition (No Fire)	400	Hazard condition other				
	410	Combustible/Flammable Gas Condition				
	411	Gasoline or Other Flammable Spill				
	412	Gas Leak	1	4		
	413	Oil of Combustible Liquid Spill				
	424	Carbon Monoxide Incident				
	440	Electric Wiring/Equipment Problem				
	441	Heat from Short Circuit				
	442	Overheated Motor				
	443	Breakdown of Light Ballast				
	444	Power Line Down				
	445	Arcing, shorted electrical equipment			1	
	480	Attempted burning, illegal action, other				
	4441	Utility Line Down	1	4		
Service Call	500	Service Call - Other				
	510	Person in Distress				



Category	Code	Description	Twp	Resp	City
	511	Lock-out			
	512	Ring or Jewelry removal			
	520	Water Problem, Other			
	521	Water Evacuation			
	522	Water of Steam Leak			
	531	Smoke or Odor Removal			
	542	Animal Rescue			
	552	Police Matter			
	553	Public Service			
	561	Unauthorized Burning			1
	571	Cover assignment, standby, moveup			
Good Intent Call	600	Good Intent Call, Other			
	611	Dispatched and Cancelled en route	1	2	
	622	No Incident Found on Arrival			
	631	Authorized controlled burning			
	650	Steam, gas mistaken for smoke,			
	651	Smoke Scare, Odor of Smoke			
False Alarm & False Call	700	False Alarm, Other			
	710	Malicious, mischievous false call, other			
	715	Local Alarm System, Malicious False Alarm			
	730	System Malfunction			
	731	Sprinkler activation due to malfunction			
	733	Smoke Det. Activation - Malfunction			
	734	Heat Detector Activation - Malfunction			
	735	Alarm system sounded due to malfunction			2
	736	CO detector activation due to malfunction			
	740	Unintentional transmission of alarm, other			
	741	Sprinkler activation, no fire			
	743	Smoke Det. Activation - Unintentional			1
	744	Detector activation, no fire			
	745	Alarm System Act. - Unintentional	1	3	
	746	Carbon Monoxide Activation, NO CO			
Severe Weather	813	Wind Storm, Tornado/Hurricane Assessment			
Special Incident Type	911	Citizen Complaint			
	9003	Affidavit Issued			
		Total Response for Union Twp/City	7	30	13

	Emergency - MPFD
	Emergency - MPFD Secondary to MMR
	Non - Emergency

## Mount Pleasant Fire Department

Fire Experience Report For Union Township/City of Mt. Pleasant  
Period - August 17, 2015 through August 23, 2015

Category	Code	Description	Twp	Resp	City	
Fire	100	Fire, Other				
	111	Building Fire	4	10		
	113	Cooking Fire				
	114	Chimney or Flue Fire				
	131	Passenger Vehicle Fire				
	132	Road freight or transport vehicle fire				
	136	Self-propelled Motor Home/Recreational				
	138	Off-road vehicle of heavy equipment fire				
	140	Natural Vegetation Fire				
	143	Grass/Brush fire				
	150	Outside Rubbish Fire, other				
	151	Outside Rubbish Fire, trash or waste fire				
	154	Dumpster Fire				
	160	Special Outside Fire, Other				
	Overpressure Rupture, (No Fire)	251	Excessive heat, scorch burns with no fire			
	Rescue & EMS Incident	311	Medical Assist to EMS Crew	1	4	4
321		EMS Call excluding Veh. Accident	1	2	2	
322		Motor Vehicle Acc. W/ Injuries				
323		Motor Vehicle Acc/Pedestrian				
324		Motor Vehicle Acc. W/no Injuries				
342		Search for Person in Water				
352		Extrication of Victim (s) from vehicle	1	12		
353		Remove Victim from Stalled Elevator				
360		Water & Ice-related Rescue, Other				
361		Swimming /recreational water area rescue				
	3811	Technical rescue standby				
Hazardous Condition (No Fire)	400	Hazard condition other				
	410	Combustible/Flammable Gas Condition				
	411	Gasoline or Other Flammable Spill				
	412	Gas Leak			1	
	413	Oil of Combustible Liquid Spill				
	424	Carbon Monoxide Incident			1	
	440	Electric Wiring/Equipment Problem				
	441	Heat from Short Circuit				
	442	Overheated Motor				
	443	Breakdown of Light Ballast				
	444	Power Line Down				
	445	Arcing, shorted electrical equipment				
	480	Attempted burning, illegal action, other				
	4441	Utility Line Down			2	
Service Call	500	Service Call - Other				
	510	Person in Distress				

Category	Code	Description	Twp	Resp	City
	511	Lock-out			
	512	Ring or Jewelry removal			
	520	Water Problem, Other			
	521	Water Evacuation			
	522	Water of Steam Leak			1
	531	Smoke or Odor Removal			1
	542	Animal Rescue			
	552	Police Matter			
	553	Public Service			
	561	Unauthorized Burning			1
	571	Cover assignment, standby, moveup			1
Good Intent Call	600	Good Intent Call, Other			
	611	Dispatched and Cancelled en route	1	3	
	622	No Incident Found on Arrival			
	631	Authorized controlled burning			
	650	Steam, gas mistaken for smoke,			
	651	Smoke Scare, Odor of Smoke			
False Alarm & False Call	700	False Alarm, Other			
	710	Malicious, mischievous false call, other			
	715	Local Alarm System, Malicious False Alarm			
	730	System Malfunction			
	731	Sprinkler activation due to malfunction			
	732	Extinguishing System Activation - Malfunction			3
	733	Smoke Det. Activation - Malfunction			
	734	Heat Detector Activation - Malfunction			
	735	Alarm system sounded due to malfunction			1
	736	CO detector activation due to malfunction			
	740	Unintentional transmission of alarm, other			
	741	Sprinkler activation, no fire			
	743	Smoke Det. Activation - Unintentional			
	744	Detector activation, no fire			
	745	Alarm System Act. - Unintentional			
	746	Carbon Monoxide Activation, NO CO			
Severe Weather	813	Wind Storm,Tornado/Hurricane Assessment			
Special Incident Type	911	Citizen Complaint			
	9003	Affidavit Issued			
		Total Response for Union Twp/City	8	31	18

 Emergency - MPFD

 Emergency - MPFD Secondary to MMR

 Non - Emergency

**Policy:** 2.10 Communication and Support to the Board  
**Type:** Internal  
**Occurrence:** Annual  
**Date:** September 2015

**Policy Wording**

The Township Manager shall not permit the board to be uniformed or unsupported in its work.

**Manager Interpretation**

The Township Manager interprets this policy to indicate the Board of Trustees in its entirety, shall be made aware of any material information that would impact the policy making role of the board. The manager shall also gather all information relevant and present it to the board in a concise way that will assist the board in its policy making capacity. The manager shall also prepare and submit monitoring reports according to the approved schedule and include data that the board deems important.

**Justification for reasonability**

The Township Manager justification is that the interpretation of the policy was taken from the subsections of 2.10 as shown in 2.10.1 thru 2.10.10.

**Data**

The Township Manager through the use of the consent agenda as well as the regular board agenda submits all information that would be relevant to assisting the Board of Trustees when making a policy decision.

The Township Manager, whether by email, copies of emails, or personal conversations, tries to ensure that all members of the board are kept up to date concerning policy or adverse actions against the township.

Monitoring reports are presented under the consent agenda and are pulled off for discussion if any board member requests it.

Meeting minutes from other Township boards are included in the Trustees packets.

The Township Manager has failed to produce month manager's reports on a regular basis for 2014/15.

**Compliance**

Not fully in compliance with the policy as stated per the failure to produce manager's reports on a timely manner.



**Policy:** 2.5.10 Cash Flow Ratio  
**Type:** Internal  
**Occurrence:** Monthly  
**Date:** September 2015

**Policy Wording**

He or she shall not fail to maintain an adequate level of cash flow.

**Manager Interpretation**

Manager interprets this policy to indicate that cash availability for the major funds (not including debt retirement or special revenue funds) should not fall below a certain threshold. The threshold amount used for the data and compliance sections of this policy is as follows: **General Fund** – 4 months of budgeted expenses for the current fiscal year; **Fire Fund** – 3 of the quarterly contract payments due to the City of Mt. Pleasant for fire protection services; **East and West DDA Funds** – 4 months of normal operational expenses; **Water and Sewer Funds** – 2 months of budgeted expenses for the current fiscal year;

**Justification for reasonability**

Cash flow for this report is defined as “liquid cash reserves held by a bank or credit union that can be accessed and utilized on an as needed basis.”

The Township Manager has determined that 4 months of cash reserves is needed for the General Fund because property taxes are collected in December, January, and February, and that accounts for 20% of the revenues for the General Fund. State Revenue Sharing (60% of GF revenues) is received semi monthly thereby giving the township an influx of cash for operations.

For the Fire Fund, 3 quarterly contract payments are required to meet the obligations of the July, October, and January payments prior to the collection of the property tax in the first quarter of each year

For the East and West DDA districts 4 months of cash reserves are needed to meet the normal operations of the East and West Districts. Project costs are not included because they are not reoccurring and will be based on the tax capture amount that will be deposited in the respective funds during the first quarter of each year.

For the Water and Sewer Funds 2 months of cash reserves are needed because 80% of the water and sewer bills are paid in the first two months of each quarter. Bills are sent in January, April, July, and October of each year.

Data used from this report is gathered from the BS&A General Ledger system – report- “Cash Summary by Account for the Charter Township of Union” and is based on the reconciled cash at the end of the previous month.

Policy 2.5.10 continued

**Data**

<u>Fund</u>	<u>Current cash</u>	<u>Amount required for compliance</u>	<u>Compliant?</u>
GF Total	\$ 2,587,396		
(Road Projects)	\$ (277,506)		
<u>GF Unrestricted</u>	<u>\$ 2,309,890</u>	<u>\$ 592,569</u>	<u>Yes</u>
Fire Fund	\$ 1,097,891		
Fire Truck Reserve	\$ (300,000)		
<u>FF Unrestricted</u>	<u>\$ 797,891</u>	<u>\$ 491,175</u>	<u>Yes</u>
EDDA	\$ 2,010,831		
Projects	\$ (1,350,000)		
<u>EDDA Unrestricted</u>	<u>\$ 660,831</u>	<u>\$ 52,977</u>	<u>Yes</u>
WDDA	\$ 685,611		
Restricted (Bond)	\$ (0)		
Projects	\$ (0)		
<u>WDDA Unrestricted</u>	<u>\$ 685,611</u>	<u>\$ 14,974</u>	<u>Yes</u>
Sewer Fund	\$ 2,987,717		
Savings 2004 Bond Reserve	\$ (175,871)		
Savings 2011 Bond Reserve	\$ (25,000)		
Savings 2011 Bond RPI Reserve	\$ (51,025)		
Savings 2013 Bond Reserve	\$ (40,000)		
Savings 2013 Bond RPI Reserve	\$ (7,014)		
<u>Sewer Fund Net</u>	<u>\$ 2,688,807</u>	<u>\$ 488,158</u>	<u>Yes</u>
<u>Water Fund</u>	<u>\$ 2,512,032</u>	<u>\$ 280,717</u>	<u>Yes</u>

**Compliance**

All funds are found to be in compliance.

From: "Mt. Pleasant Rocket Football" <mprocketfootball@gmail.com>  
To: mhenry@uniontownshipmi.com  
Subject: Local Governing Body Resolution  
Date: 9/15/2015 9:43:26 AM

Margie,

Hello, I am the President of the Mt. Pleasant Youth Football program here in town. We are seeking a license to be allow us to do 50/50 raffles at our home games. The State of Michigan has requested a copy of a resolution passed by the local government stating the organization is recognized as a non-profit organization in the community. They have given me the attached form and need it filled out. Could you please fill out the form for me so I can return it to them as soon as possible?

I have attached our tax exempt form also so you can see we have that status.

Our 50/50 raffles would take place at Community Memorial Stadium during youth football games.

If you have any questions, please let me know via email or my cell # is (989) 773-0348.

Thank you for your time!  
Nicole Mozurkewich  
President  
Mt. Pleasant Youth Football

INTERNAL REVENUE SERVICE  
P. O. BOX 2508  
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: OCT 24 2014

MT PLEASANT YOUTH FOOTBALL INC  
7074 E RIVER RD  
MT PLEASANT, MI 48858

Employer Identification Number:  
46-5267938  
DLN:  
17053182373034  
Contact Person: EVERETT L CROUCH ID# 17141  
Contact Telephone Number:  
(877) 829-5500  
Accounting Period Ending:  
December 31  
Public Charity Status:  
170(b)(1)(A)(vi)  
Form 990 Required:  
Yes  
Effective Date of Exemption:  
March 27, 2014  
Contribution Deductibility:  
Yes  
Addendum Applies:  
No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

For important information about your responsibilities as a tax-exempt organization, go to [www.irs.gov/charities](http://www.irs.gov/charities). Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Sincerely,



Director, Exempt Organizations

## LOCAL GOVERNING BODY RESOLUTION FOR CHARITABLE GAMING LICENSES

(Required by MCL 432.103(K)(ii))

At a \_\_\_\_\_ meeting of the \_\_\_\_\_  
REGULAR OR SPECIAL TOWNSHIP, CITY, OR VILLAGE COUNCIL/BOARD  
 called to order by \_\_\_\_\_ on \_\_\_\_\_  
DATE  
 at \_\_\_\_\_ a.m./p.m. the following resolution was offered:  
TIME  
 Moved by \_\_\_\_\_ and supported by \_\_\_\_\_  
 that the request from \_\_\_\_\_ of \_\_\_\_\_  
NAME OF ORGANIZATION CITY  
 county of \_\_\_\_\_, asking that they be recognized as a  
COUNTY NAME  
 nonprofit organization operating in the community for the purpose of obtaining charitable  
 gaming licenses, be considered for \_\_\_\_\_  
APPROVAL/DISAPPROVAL

<b>APPROVAL</b> Yeas: _____ Nays: _____ Absent: _____	<b>DISAPPROVAL</b> Yeas: _____ Nays: _____ Absent: _____
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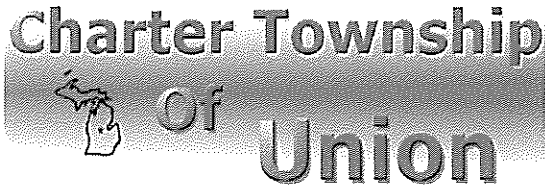
I hereby certify that the foregoing is a true and complete copy of a resolution offered and  
 adopted by the \_\_\_\_\_ at a \_\_\_\_\_  
TOWNSHIP, CITY, OR VILLAGE COUNCIL/BOARD REGULAR OR SPECIAL  
 meeting held on \_\_\_\_\_  
DATE

SIGNED: \_\_\_\_\_  
TOWNSHIP, CITY, OR VILLAGE CLERK

\_\_\_\_\_  
PRINTED NAME AND TITLE

\_\_\_\_\_  
ADDRESS

**COMPLETION:** Required.  
**PENALTY:** Possible denial of application.



OFFICE OF THE TOWNSHIP MANAGER *BAJ*  
2010 South Lincoln  
Mt. Pleasant MI. 48858  
Phone 989-772-4600  
Fax 989-773-1988

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September 23, 2015

Charter Township of Union Board of Trustees

RE: Fall 2% Request to Saginaw Chippewa Indian Tribe.

I am requesting that the Board of Trustees approve the submission of a Fall 2015 2% request to the Saginaw Chippewa Indian Tribe for a 2" overlay on River Rd. from Lincoln to Crawford with a construction start of early spring of 2016. I do not have the exact figures yet from the County Road Commission but the request should be in the area of \$100,000 to \$125,000. The Township in the 2016 requested budget has \$50,000 budgeted for a match on this project.

I will forward the actual 2% request when I receive the figures from the Road Commission.

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

## **Board Compliance Monitoring Tool**

**Policy:** 4.1 Unity of Control  
**Type:** Direct Inspection  
**Occurrence:** Annual  
**Date:** September 2015

**Policy:**

Only officially passed motions of the board are binding on the Township Management Team.

Accordingly:

- 4.1.1 Decisions or instructions of individual board members, officers, or committees are not binding on the Township Manager except in rare instances when the board has specifically authorized such exercise of authority.
- 4.1.2 In the case of board members or committees requesting information or assistance without board authorization, the Township Manager can refuse such requests that require, in the Township Manager's opinion, a material amount of staff time, or funds, or is disruptive.

**Use this evaluation form for discussion at the Board of Trustees Meeting on September 23rd 2015.**

**Review all sections of the policy listed and evaluate our compliance with policy.**

1. Indicate item by item if you believe Yes or No are we in strict compliance with the policy as stated?
2. If you indicated that the Board is not in strict compliance with the policy as stated, please indicate what you notice that gives evidence that we are not in compliance?
3. How do you think we could improve our process to be in full compliance?
4. What do we need to learn or discuss in order to live by our policies more completely?