



BOARD OF TRUSTEES

Regular Meeting

April 13, 2016

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 – March 23, 2016 - regular meeting
 - C. Bills
 - D. Payroll
8. BOARD AGENDA
 - A. Appointment to Planning Commission
 - B. Township Participation Contracts
 1. Bluegrass Rd. – Whiteville to Meridian
 2. River Rd. – Lincoln to Crawford
 3. Broadway Rd., Ruby St. – Isabella Road to the East side of U.S. 127
 - C. Policy Governance Review
 - D. Purchase Order policy/ process
 - E. Ordinance Review
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 March 23, 2016 at 7:00 p.m. at Union Township Hall.

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

Roll Call

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

Others Present

Bill Newkirk, Kim Smith, Pat DePriest, Jennifer Loveberry

Public Comment – open 7:01 pm

No comments

Reports/Board Comments

Alwood – Updated on Road Commission / Ruby St., a bid has been awarded to the lowest bidder and still has to be approved at their meeting 3/24/16.

Mikus – Would to have BS&A property taxes updated in our system.

Lannen – Updated on meetings attended: Isabella County Board of Commissioners and Council of Governance.

Mielke – Crawford Rd. safety updates, the County would like to join upcoming meetings.

Approval of Agenda

Mikus moved Hauck supported to approve the agenda with changes, moving Public Comment before Closed Session. Vote: Ayes: 6 Nays: 0. Motion carried.

Consent Agenda

- A. Communications
 - Planning Commission Minutes
 - EDA Minutes
- B. Minutes – March 9, 2016-Regular Meeting
- C. Bills
- D. Payroll
- E. Fire Reports
- F. Meeting Pay

Mikus moved Hauck supported to approve the consent agenda as presented. Vote: Ayes: 6 Nays: 0. Motion carried.

BOARD AGENDA

- A. Parks Department Lawnmower Purchase – 2016 Budget Item**
Presented by Kim Smith. Hauck moved Mielke supported to approve the purchase of the Scag Tiger Cat II in the amount of \$6,156.48. **Vote: Ayes: 7 Nays: 0. Motion carried.**
- B. Financial Funding for MTT Appraisals (Chip Housing tabled from 3/9/16 meeting)**
Discussion by the Board, move to closed session.
- C. Appointment to the Planning Commission (tabled from 3/9/16 meeting)**
Mielke moved Henry supported to table appointment to the Planning Commission due to advertisement in Morning Sun that runs until 3/24/16. **Vote: Ayes: 6 Nays: 0. Motion carried.**
- D. Petition for Abandonment (Public Alley in Block 3, Garden Grove Subdivision) discussion**
Paul Blanco, Martineau of Hackett, O'Neil & Klaus, PLLC presented. Mikus moved Hauck supported to approve the abandonment consenting to Plaintiff's petition for abandonment of the public alley located in Block 3, Garden Grove Subdivision, Union Township. **Roll Call Vote: Ayes: Alwood, Henry, Lannen, Hauck, Mielke, and Mikus. Motion carried.**

EXTENDED PUBLIC COMMENT

Open 7:33 p.m. - No Comments

- E. Closed Session-Tax Tribunal Matters**
7:34 p.m. Lannen moved Mikus supported to go into closed session. **Roll call vote: Ayes: Alwood, Henry, Hauck, Lannen, Mielke, and Mikus. Motion carried. Excused: Rice**
- 10:02 p.m. Hauck moved Lannen supported come out of closed session. **Roll call vote: Ayes: Alwood, Henry, Rice, Hauck, Lannen, Mielke, and Mikus. Motion carried.**

FINAL BOARD MEMBER COMMENTS

ADJOURNMENT

Hauck moved Lannen supported to adjourn the meeting at 10:32 p.m. **Ayes: 6 Nays: 0. Motion carried.**

APPROVED BY:

Margie Henry, Clerk

Russ Alwood, Supervisor

(Recorded by Jennifer Loveberry)

| |
|--|
| Charter Township of Union Payroll |
|--|

**CHECK DATE: Mar 24, 2016
PPE: Mar 19, 2016**

NOTE: CHECK TOTAL FOR TRANSFER

| | |
|---|----------------------------|
| Gross Payroll | \$ 55,055.70 |
| Employer Share Med | 792.42 |
| Employer Share SS | 3,388.26 |
| SUI | 895.60 |
| Pension-Employer Portion | 3,548.56 |
| Workers' Comp | 559.42 |
| Life/LTD | - |
| Dental | 2,088.78 |
| Health Care | - |
| Cobra/Flex Administration | 106.35 |
| | |
| Total Transfer to Payroll checking | <u>\$ 66,435.09</u> |

NOTE: PAYROLL TRANSFER NEEDED

| | |
|--|----------------------------|
| General Fund | \$ 28,863.07 |
| Building Fund | - |
| EDDA | - |
| WDDA | - |
| Sewer Fund | 19,657.94 |
| Water Fund | 17,914.08 |
| Workers Comp | - |
| Health Care | - |
| | |
| Total To Transfer from Pooled Savings | <u>\$ 66,435.09</u> |

| |
|---|
| <p style="text-align: center;">Charter Township of Union Payroll</p> |
|---|

CHECK DATE: April 7, 2016

PPE: April 2, 2016

NOTE: CHECK TOTAL FOR TRANSFER

| | |
|---|----------------------------|
| Gross Payroll | \$ 50,864.80 |
| Employer Share Med | 727.69 |
| Employer Share SS | 3,111.60 |
| SUI | 579.49 |
| Pension-Employer Portion | 3,426.36 |
| Workers' Comp | 561.42 |
| Life/LTD | 544.43 |
| Dental | 2,088.78 |
| Health Care | 29,232.94 |
| Cobra/Flex Administration | 745.00 |
| | |
| Total Transfer to Payroll checking | <u>\$ 91,882.51</u> |

NOTE: PAYROLL TRANSFER NEEDED

| | |
|--|----------------------------|
| General Fund | \$ 36,444.11 |
| Building Fund | - |
| EDDA | - |
| WDDA | - |
| Sewer Fund | 29,997.62 |
| Water Fund | 25,440.78 |
| Workers Comp | - |
| Health Care | - |
| | |
| Total To Transfer from Pooled Savings | <u>\$ 91,882.51</u> |

TOWNSHIP PARTICIPATION CONTRACT

This Agreement is made and entered into by and between the Board of County Road Commissioners for the County of Isabella, hereinafter referred to as the "Road Commission" and Union Township, hereinafter referred to as the "Township", for the following improvements:

| | | |
|---------------------------------------|--|--|
| Project No. 459 – 014 – 611415 | Bluegrass Rd. – Whiteville to Merdian | Gravel, Grind, & Pave at 3" |
| | Estimated Cost before Contingency | \$186,692.88 |
| | Less 2016 ICRC Block Grant | - 12,500.00 |
| | Total Project Estimate | \$174,192.88 |
| | Plus Contingency (if needed) | \$ 18,669.29 |
| | Township Share plus Contingence | \$192,862.17 |

Payment as stated above will be due upon receipt of invoice. The Road Commission is hereby authorized to add to the unpaid balance a service charge of one percent (1%) per month on the unpaid balance of any and all of said sums remaining unpaid after thirty (30) days. Projects which carryover between fiscal years may be billed as the ratio of costs incurred to date. Carryover projects are those which require extensive work to be deemed complete.

The undersigned Township officials, by executing this agreement, certify they are authorized to enter into this agreement on behalf of the Township.

UNION TOWNSHIP

ISABELLA COUNTY ROAD COMMISSION

By: _____
Supervisor

By: _____
Manager

By: _____
Clerk

By: _____
Board Secretary

Board Approval on: _____

Board Approval on: _____

TOWNSHIP PARTICIPATION CONTRACT

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| | |
|---|---|
| Project No. 459 – 014 – 511402 River Rd. – Lincoln to Crawford | 2"Overlay and Mill Intersections |
| Estimated Cost | \$131,770.00 |
| Plus Contingency | <u>13,177.00</u> |
| | \$144,947.00 |
| Fall 2015 SCIT 2% | \$ 94,947.00 |
| Union Township Share | <u>50,000.00</u> |
| Total Due from Union Township | \$144,947.00 |

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TOWNSHIP PARTICIPATION CONTRACT

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| | |
|---|---------------------|
| Project No. 459 – 014 – 411406 Broadway Rd. – Isabella Road to the East side of U.S. 127 Reconstruct | |
| Estimated Cost | \$540,178.00 |
| Less ICRC Share | <u>15,000.00</u> |
| | \$525,178.00 |
| Spring 2014 SCIT 2% | \$118,933.49 |
| Fall 2013 SCIT 2% | 131,244.51 |
| Spring 2013 SCIT 2% | 100,000.00 |
| Fall 2012 SCIT 2% | 125,000.00 |
| Union Township Share | <u>50,000.00</u> |
| Total Due from Union Township | \$525,178.00 |

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