



BOARD OF TRUSTEES
Regular Meeting
September 28, 2016
7:00 p.m.

1. CALL MEETING TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. PRESENTATIONS
 - A. Isabella County Central Dispatch : presentation about 911 Surcharge Increase that is on the November 8, General Election Ballot
5. PUBLIC COMMENT: Restricted to three minutes regarding issues on this agenda
6. REPORTS/BOARD COMMENTS
7. APPROVAL OF AGENDA
8. CONSENT AGENDA
 - A. Communications
 - EDA – August 16, 2016 Minutes
 - Planning Commission – August 30, 2016 Minutes
 - ZBA Minutes – September 7, 2016 Minutes
 - B. Minutes – September 14, 2016 - regular meeting
 - C. Payroll
 - D. Fire Reports
9. BOARD AGENDA
 - A. 2016 Sanitary Sewer Pump Station #1 Bypass Manhole Rehabilitation
 - B. Continued Discussion of FY 2017 Budget Development
10. MANAGER COMMENTS
11. EXTENDED PUBLIC COMMENT: Restricted to 5 minutes regarding any issue
12. FINAL BOARD MEMBER COMMENT
11. ADJOURNMENT

**Charter Township of Union
Economic Development Authority Board (EDA)
Regular Board Meeting
Tuesday, August 16, 2016**

MINUTES

CALL TO ORDER

Chairman Kequom called to order the EDA Board Meeting at 5:22 pm.

ROLL CALL

Present: Kequom, Perry, Alwood, Zalud, Elmore, Figg

Excused: Johnson, Chowdhary

Absent: Smith, Hunter, Bacon

Others Present: Mark Stuhldreher, Township Manager; Angela Schofield, Building Dept. Clerk

APPROVAL OF AGENDA

MOTION by Zalud SUPPORTED by Perry to approve the agenda as presented. MOTION CARRIED 6-0.

APPROVAL OF MINUTES

MOTION by Alwood SUPPORTED by Figg to approve minutes from the July 19, 2016 meeting as presented.

MOTION CARRIED 6-0.

PUBLIC COMMENT – None

ACCOUNTS PAYABLE/ FINANCIAL STATEMENTS

Discussion was held on the accounts payable. Mr. Stuhldreher highlighted the major expenditures in both the East and West for fire protection service, and routine miscellaneous payments.

MOTION by Elmore SUPPORTED by Perry to approve the East EDA accounts payable as presented. MOTION CARRIED 6-0.

MOTION by Zalud SUPPORTED by Alwood to approve the West EDA accounts payable as presented. MOTION CARRIED 6-0.

The Board reviewed the financial statements. Mr. Zalud noted that the 398 Special Assessment Fund should be cleaned up as the bond was paid off and is an idle account. Mr. Elmore inquired about the discrepancy between budget and actual revenue in the West EDA. Mr. Stuhldreher explained that a portion of it was due to a tax tribunal case that went against the Township.

MOTION by Elmore SUPPORTED by Perry to approve the East and West EDA financials as presented. MOTION CARRIED 6-0.

ACTION ITEM: Confirm reason for difference in budget to actual revenue for the West EDA.

NEW BUSINESS

MMI Increase

Correspondence from MMI regarding a rate increase was reviewed. Discussion was held on the increase, the 2008 contract and the process of reviewing contracts including new language regarding price increases and renewal.

MOTION by Zalud SUPPORTED by Figg to approve the MMI rate increase of \$27.55 for the corridor clean up, and \$27.40 for the park bench clean up as presented, and authorize Administration to review and update (2) contracts with MMI.

MOTION CARRIED 6-0.

ACTION ITEM: Review, update MMI contracts

EXISTING BUSINESS

1. WELCOME BANNER PROOFS

The Board reviewed, commented and made recommendations on the banner graphics.

ACTION ITEM: Revise proofs as directed, send for production

2. BOARD APPOINTMENTS/TERMS – IN PROCESS

Discussion was held on the Board appointments, and the process for updating the list.

3. JAMESON HALL SEALCOATING

Discussion was held on the project including the additional bid received; the project completion and subsequent approval by Township Manager Stuhldreher.

4. MANHOLE REHABILITATION

Mr. Stuhldreher updated the Board on the status of the bids currently under review; stated Ms. Smith plans to make a recommendation at the September meeting.

5. PROJECT LIST REVIEW

The Board discussed the project list, individual projects and the process for prioritizing items. Mr. Stuhldreher outlined the process he will put in place to facilitate the review.

ACTION ITEM: Review the current Economic Development and TIF Plans in place, update status of projects currently on the list.

Chairman Kequom adjourned the meeting at 6:32

APPROVED BY

Secretary, Mr. Chowdhary

(Recorded by Angela Schofield)

CHARTER TOWNSHIP OF UNION
Planning Commission
Special Meeting

A special meeting of the Charter Township of Union Planning Commission was held on August 30, 2016 at the Township Hall.

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

Roll Call

Present: Fuller, McGuirk, Squattrito, Strachan, Woerle, Zerbe

Excused: LaBelle, Mielke, Robinette

Others Present

Peter Gallinat, Township Planner Mark Stuhldreher, Township Manager, and Jennifer Loveberry

Approval of Minutes

Woerle moved McGuirk supported the approval of the August 16, 2016 meeting minutes as presented. **Vote: Ayes: 6 Nays: 0. Motion carried.**

Correspondence / Reports

Approval of Agenda

Fuller moved McGuirk supported approval of the agenda as presented. **Vote: Ayes: 6 Nays 0. Motion carried.**

Public Comment

Tim Coscarelly - Made comments regarding cross connecting within Plaza Corp and Union Shoppes.

New Business –

A. SPR 2016-11: Casipit Medical

Location: 2245 S. Isabella

Tim Beebe, CMS & D presented SPR 2016-11: Site Plan Review, Casipit Medical Office, Location: 2245 S. Isabella. The proposed project is to use a non conforming residential home for a conforming physical therapy use. The plan has been approved by Utilities, Fire, Road Commission, storm water management, and ICTC. The Medical Office use conforms to Section 23.2a, which defaults to section 22.2.e.

Woerle moved Zerbe supported approval of SPR 2016-11: Casipit Medical site plan review with the condition that a variance is obtained by the ZBA. The variance sought is required from Section 9.1 and 9.9. This is due to the lot not conforming to dimensional requirements of a B-5 District. **Vote: Ayes: 6 Nays 0. Motion carried.**

B. SPR 2016-12: Union Shoppes
Location: 4445 E. Bluegrass Rd.

Recusal – McGuirk and Fuller removed themselves from participation in the decision so as to avoid a conflict of interest.

The applicant, Andy Wenzel with Union Shoppes requested to table site plan review due lack of quorum after recusal. **Zerbe** moved **Strachan** supported to approve the applicant, Andy Wenzel's request and table SPR 2016-12: Union Shoppes until the September 20, 2016 Planning Commission meeting. Vote: ayes: 4 nays: 0. Motion carried.

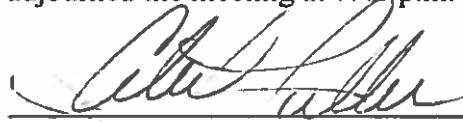
Old Business

Other Business

Extended Public Comment –open 7:41 p.m.
No comments.

Adjournment – Chairman Squattrito adjourned the meeting at 7:41 p.m.

APPROVED BY:



Alex Fuller - Secretary

(Recorded by Jennifer Loveberry)

CHARTER TOWNSHIP OF UNION
Zoning Board of Appeals
Regular Meeting

A regular meeting of the Charter Township of Zoning Board of Appeals was held on September 7, 2016 at 7:00 p.m. at Union Township Hall.

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

Warner moved **Woerle** supported to name **Darin** as Secretary Pro Tem in the absence of Secretary **McCracken** for the September 7, 2016 Zoning Board of Appeals Meeting. **Vote: Ayes: 5 Nays: 0. Motion carried.**

Roll Call

Present: Darin, Hauck, Hunter, Warner, and Woerle

Excused: McCracken

Others Present

Peter Gallinat, Mark Stuhldreher, Jennifer Loveberry, and alternate ZBA member Paul Gross

Approval of Minutes

Hauck moved **Hunter** supported the approval of the June 1, 2016 minutes as presented. **Vote: Ayes: 5 Nays 0. Motion carried.**

Correspondence / Board Reports

Woerle gave updates from the Planning Commission.

Approval of Agenda

Darin moved **Hauck** supported to approve the agenda adding public hearing before Item A. **Vote: Ayes: 5 Nays 0. Motion carried.**

Board Agenda

- A. Variance 2016-01 Lockey USA
Location: 4245 S. Lincoln Rd.

Public Notice was read by Township Planner, Gallinat as well as a brief history of the property.

Tim Beebe, CMS&D on behalf of the applicant presented the request for the variance: 1) to correct change of use and 2) to allow for improvements to the existing structure (allow new office space to be added, giving the street site of the building a face lift, and converting existing interior office space into needed warehouse space. Option 2 was presented to the Zoning Board of Appeals, see attached exhibit A.

Public Hearing open 7:22 p.m.

Joe Fleming, Konwinski Construction, explained structural changes.

Scott Wojcik, Director of Sales at Lockey USA, explained the business of Lockey USA, explained need for space in the building.

Gallinat reported that he did not receive any comments from the public.

Public Hearing closed 7:25 p.m.

Discussion was held by the board. Their objective is first to determine if the new non-conforming use (Corporate office distribution warehouse) would markedly decrease the degree of nonconformance and would enhance the desirability of adjacent conforming uses. Secondly, would be to determine if the building improvements would not increase or enlarge the degree or manner of nonconformance.

Woerle moved **Hunter** supported to approve the continued non conforming use as it is decreasing the degree and manner of non conformance. Vote: Ayes: 5 Nays 0. **Motion carried.**

Hunter moved **Hauck** supported to approve variance 2016-01 Lockey USA, option 2, as the expansion does not increase the degree and manner of non conformance in the area. Vote: Ayes: 5 Nays 0. **Motion carried.**

Chair Warner stated that there would be a 21 day appeal period before the decision is final.

Public Comment: Restricted to (3) minutes regarding issues not on this Agenda

Tim Beebe – Commented that this parcel should be looked at by the Planning Commission when they review the future land use map.

EXTENDED PUBLIC COMMENT

No comments

ADJOURNMENT

Chair Warner adjourned the meeting at 8:41 p.m.

APPROVED BY:

Bill McCracken –Secretary

(Recorded by Jennifer Loveberry)

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 14, 2016 at 7:00 p.m. at Union Township Hall.

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

Roll Call

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

Excused: Mielke

Others Present

Mark Stuhldreher, Kim Smith, Sherrie Teall, and Jennifer Loveberry

Public Comment – open 7:00 p.m.

No comments.

Reports/Board Comments

Mikus –Sustainability Committee meeting for September is postponed until 9/20/16 at 4:00p.m.

Approval of Agenda

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

Consent Agenda

- A. Communications
- B. Minutes – August 24, 2016-Regular Meeting
Minutes – August, 29, 2016-Special Meeting
Minutes – August 31, 2016-Joint Meeting
- C. Bills
- D. Payroll
- E. Fire Reports

Mikus moved Hauck supported to approve the consent agenda with corrections to the Joint Meeting Minutes. **Vote: Ayes: 6 Nays: 0. Motion carried.**

BOARD AGENDA

A. Continued Discussion of FY 2017 Budget Development

Discussion was held by the Board of Trustees.

EXTENDED PUBLIC COMMENT - Open 7:50 p.m.

No comments.

FINAL BOARD MEMBER COMMENTS

M. Stuhldreher – Suggested amending the Agenda by adding Presentations as item 4 and Manager Comments as item 10. **Henry** moved **Hauck** supported to amend the Board of Trustees Agenda to add Presentations and Manager Comments. **Ayes: 6 Nays: 0. Motion carried.**

ADJOURNMENT

Hauck moved **Henry** supported to adjourn the meeting at 7:57 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
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CHECK DATE: September 22, 2016

PPE: September 17, 2016

NOTE: CHECK TOTAL FOR TRANSFER

Gross Payroll	\$	50,849.22
Employer Share Med		731.40
Employer Share SS		3,127.52
SUI		92.77
Pension-Employer Portion		3,239.69
Workers' Comp		524.29
Life/LTD		-
Dental		-
Health Care		-
Cobra/Flex Administration		160.10
PCORI Fee		-
Total Transfer to Payroll Checking	\$	58,724.99

NOTE: PAYROLL TRANSFER NEEDED

General Fund	\$	22,739.27
EDDA		-
WDDA		-
Sewer Fund		19,706.63
Water Fund		16,279.09
Total To Transfer from Pooled Savings	\$	58,724.99

Mount Pleasant Fire Department

Fire Experience Report For Union Township/City of Mt. Pleasant
Period - August 22, 2016 through August 28, 2016

Category	Code	Description	Twp	Resp	City
Fire	100	Fire, Other			1
	111	Building Fire			
	112	Fires in Structures other than a Building			
	113	Cooking Fire			
	114	Chimney or Flue Fire			
	116	Fuel Burner/Boiler Malfunction			
	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	1	4	
	154	Dumpster Fire			4
	160	Special Outside Fire, Other			
Overpressure Rupture, (No Fire)	251	Excessive heat, scorch burns with no fire			
	231	Chemical reaction rupture of process vessel			
Rescue & EMS Incident	300	Rescue, EMS incident, other			
	311	Medical Assist to EMS Crew	2	6	3
	321	EMS Call excluding Veh. Accident			6
	322	Motor Vehicle Acc. W/ Injuries	2	7	3
	323	Motor Vehicle Acc/Pedestrian			2
	324	Motor Vehicle Acc. W/no Injuries			
	331	Lock-In (If lock out use 551)			
	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 (natural gas or LPG)			
	413	Oil of Combustible Liquid Spill			
	423	Refrigeration Leak			
	424	Carbon Monoxide Incident	1	3	
	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				

	451	Biological hazard, confirmed or suspected			
	462	Aircraft Standby			
	463	Vehicle Accident, general cleanup			
	480	Attempted burning, illegal action, other			
	4441	Utility Line Down			
Service Call	500	Service Call - Other			
	510	Person in Distress			
	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		2	1
	622	No Incident Found on Arrival			1
	631	Authorized controlled burning			
	650	Steam, gas mistaken for smoke,			
	651	Smoke Scare, Odor of Smoke			
	671	HazMat Investigation, no HazMat			
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			
	733	Smoke Det. Activation - Malfunction			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			1
	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	7	22	24

 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 29, 2016 through September 4, 2016

Category	Code	Description	Twp	Resp	City
Fire	100	Fire, Other			
	111	Building Fire			
	112	Fires in Structures other than a Building			
	113	Cooking Fire			2
	114	Chimney or Flue Fire			
	116	Fuel Burner/Boiler Malfunction			
	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		2	
	154	Dumpster Fire			
	160	Special Outside Fire, Other			
Overpressure Rupture, (No Fire)	251	Excessive heat, scorch burns with no fire			
	231	Chemical reaction rupture of process vessel			
Rescue & EMS Incident	300	Rescue, EMS incident, other			
	311	Medical Assist to EMS Crew			2
	321	EMS Call excluding Veh. Accident			8
	322	Motor Vehicle Acc. W/ Injuries	1	4	
	323	Motor Vehicle Acc/Pedestrian			
	324	Motor Vehicle Acc. W/no Injuries	1	2	
	331	Lock-In (If lock out use 551)			
	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 (natural gas or LPG)			
	413	Oil of Combustible Liquid Spill			
	423	Refrigeration Leak			
	424	Carbon Monoxide Incident			
	440	Electric Wiring/Equipment Problem		2	
	441	Heat from Short Circuit			
	442	Overheated Motor			
	443	Breakdown of Light Ballast			
444	Power Line Down				
445	Arcing, shorted electrical equipment				

	451	Biological hazard, confirmed or suspected			
	462	Aircraft Standby			
	463	Vehicle Accident, general cleanup			
	480	Attempted burning, illegal action, other			
	4441	Utility Line Down			
Service Call	500	Service Call - Other			
	510	Person in Distress			
	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
	611	Dispatched and Cancelled en route			
	622	No Incident Found on Arrival		2	
	631	Authorized controlled burning			
	650	Steam, gas mistaken for smoke,			
	651	Smoke Scare, Odor of Smoke			
	671	HazMat Investigation, no HazMat			
False Alarm & False Call	700	False Alarm, Other			
	710	Malicious, mischievous false call, other			
	715	Local Alarm System, Malicious False Alarm			
	730	System Malfunction			1
	731	Sprinkler activation due to malfunction			
	732	Extinguishing System Activation - 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			
	741	Sprinkler activation, no fire			
	743	Smoke Det. Activation - Unintentional			
	744	Detector activation, no fire			
	745	Alarm System Act. - Unintentional		2	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	6	14	15

 Emergency - MPFD

 Emergency - MPFD Secondary to MMR

 Non - Emergency

Mount Pleasant Fire Department


Fire Experience Report For Union Township/City of Mt. Pleasant
Period - September 5, 2016 through September 11, 2016

Category	Code	Description	Twp	Resp	City
Fire	100	Fire, Other			
	111	Building Fire			
	112	Fires in Structures other than a Building			
	113	Cooking Fire			
	114	Chimney or Flue Fire			
	116	Fuel Burner/Boiler Malfunction			
	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			1
	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			1
	231	Chemical reaction rupture of process vessel			
Rescue & EMS Incident	300	Rescue, EMS incident, other			
	311	Medical Assist to EMS Crew			5
	321	EMS Call excluding Veh. Accident	1	3	3
	322	Motor Vehicle Acc. W/ Injuries		15	
	323	Motor Vehicle Acc/Pedestrian			
	324	Motor Vehicle Acc. W/no Injuries			1
	331	Lock-In (If lock out use 551)			
	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			1
	411	Gasoline or Other Flammable Spill			
	412	Gas Leak (natural gas or LPG)			1
	413	Oil of Combustible Liquid Spill			
	423	Refrigeration Leak			
	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			1	
445	Arcing, shorted electrical equipment				

	451	Biological hazard, confirmed or suspected			
	462	Aircraft Standby			
	463	Vehicle Accident, general cleanup			
	480	Attempted burning, illegal action, other			
	4441	Utility Line Down			
Service Call	500	Service Call - Other			
	510	Person in Distress			
	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			1
	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			
	671	HazMat Investigation, no HazMat			
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			
	733	Smoke Det. Activation - Malfunction			2
	734	Heat Detector Activation - Malfunction			
	735	Alarm system sounded due to malfunction	2	5	
	736	CO detector activation due to malfunction			
	740	Unintentional transmission of alarm, other			
	741	Sprinkler activation, no fire			1
	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	5	25	18

 Emergency - MPFD

 Emergency - MPFD Secondary to MMR

 Non - Emergency

Mount Pleasant Fire Department


Fire Experience Report For Union Township/City of Mt. Pleasant
Period - September 12, 2016 through September 18, 2016

Category	Code	Description	Twp	Resp	City
Fire	100	Fire, Other			
	111	Building Fire			5
	112	Fires in Structures other than a Building			
	113	Cooking Fire			
	114	Chimney or Flue Fire			
	116	Fuel Burner/Boiler Malfunction			
	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			1
	160	Special Outside Fire, Other			
Overpressure Rupture, (No Fire)	251	Excessive heat, scorch burns with no fire			1
	231	Chemical reaction rupture of process vessel			
Rescue & EMS Incident	300	Rescue, EMS incident, other			
	311	Medical Assist to EMS Crew	1	3	3
	321	EMS Call excluding Veh. Accident			5
	322	Motor Vehicle Acc. W/ Injuries	1	2	2
	323	Motor Vehicle Acc/Pedestrian			
	324	Motor Vehicle Acc. W/no Injuries			
	331	Lock-In (If lock out use 551)			
	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 (natural gas or LPG)			1
	413	Oil of Combustible Liquid Spill			
	423	Refrigeration Leak			
	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				

	451	Biological hazard, confirmed or suspected			
	462	Aircraft Standby			
	463	Vehicle Accident, general cleanup			
	480	Attempted burning, illegal action, other			
	4441	Utility Line Down			
Service Call	500	Service Call - Other			1
	510	Person in Distress			
	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			1
	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			2
	631	Authorized controlled burning			
	650	Steam, gas mistaken for smoke,			
	651	Smoke Scare, Odor of Smoke			
	671	HazMat Investigation, no HazMat			
False Alarm & False Call	700	False Alarm, Other			
	710	Malicious, mischievous false call, other			
	715	Local Alarm System, Malicious False Alarm		6	
	730	System Malfunction			
	731	Sprinkler activation due to malfunction			
	732	Extinguishing System Activation - Malfunction			
	733	Smoke Det. Activation - Malfunction			
	734	Heat Detector Activation - Malfunction			
	735	Alarm system sounded due to malfunction		2	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			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	5	13	24

 Emergency - MPFD

 Emergency - MPFD Secondary to MMR

 Non - Emergency



REQUEST FOR TOWNSHIP BOARD ACTION

To: Charter Township of Union Board of Trustees	DATE: September 19, 2016
FROM: Kim Smith – Public Works Coordinator	DATE FOR BOARD CONSIDERATION: September 28, 2016
ACTION REQUESTED: Request to Award Bid for 2016 Sanitary Sewer Pump Station #1 Bypass Manhole Rehabilitation	

Current Action Emergency

Funds Budgeted: If Yes Account # 590-530-970.001 No N/A

Finance Approval MDS

BACKGROUND INFORMATION

The station and associated infrastructure was constructed in the late 70's and is at and/or near it's' life expectancy. In particular the bypass manhole structurally leaks predominantly a result of tree root intrusion. The internal piping is also in need of replacement.

SCOPE OF SERVICES

The scope of work for this project is to remove the existing internal piping, fittings, and valves in the manhole and install new. The structural upgrades include removal and installation of the concrete lid, access hatch / manhole, bypass pumping, tree removal, debris removal, patching, and waterproofing.

JUSTIFICATION

I recommend that the project be awarded to Isabella Corporation in the amount of \$38,400.00. This recommendation is based on the following factors:

- Contractor's past experience and ability to complete the project as specified
- Cost
- Local Contractor

The Township DPW Department has worked with Isabella Corporation in the past and has been happy with their quality of work, and performance.

PROJECT IMPROVEMENTS

Board of Trustee's goals addressed by this project (From Policy 1.0: Global End):

1. Community well-being and common good
2. Safety
3. Health
4. Natural Environment

COSTS

\$38,400.00

PROJECT TIME TABLE

WORK TO BE COMPLETED BY DECEMBER 1, 2016

RESOLUTION

Authorization is hereby given to Isabella Corporation to complete the rehabilitation of Pump Station #1 bypass manhole as specified in the bid documents in the amount of \$38,400.00

Resolved by _____ Secoded by _____

Yes:

No:

Absent:



2010 South Lincoln Road
 Mt. Pleasant, MI 48858
 989-772-4600 ext. 224 (phone)
 989-773-1988 (fax)
 ksmith@uniontownshipmi.com

Bid Tabulation Sheet

Project: Pump Station #1 Bypass Manhole Rehab

Due Date: 9-15-2016 Time: 10:00 AM

Bidder	Amount
FHC Mechanical	\$ 64,079.00
Isabella Corporation	\$ 38,400.00

Kim Smith

9-15-2016

John Beland

9-15-2016



REQUEST FOR PROPOSALS
SANITARY PUMP STATION #1 – Bypass Manhole Upgrades
Charter Township of Union, Isabella County

Proposals Due:

10:00 A.M., Thursday September 15, 2016

Address Proposals to (Signed and Sealed: Mailed and/or Delivered):

Public Works Coordinator

Attention: Kim Smith
Charter Township of Union
2010 South Lincoln Road
Mt. Pleasant, MI 48858

Phone: 989-772-4600 ext 224
Email: ksmith@uniontownshipmi.com

Scope of Services:

The Charter Township of Union is soliciting bids from mechanical contractors to provide upgrades to the existing bypass manhole for the existing sanitary sewer lift station #1. The station is owned by the Charter Township of Union and operated / maintained by the Department of Public Works (DPW).

The station and associated infrastructure was constructed in the late 70's and at and/or near its' life expectancy. In particular the bypass manhole structurally leaks predominantly a result of tree root intrusion. The internal piping is also in need of replacement. The scope of work for this project is to remove the existing internal piping, fittings, and valves in the manhole and install new. The structural upgrades include removal and installation of the concrete lid, access hatch / manhole, debris removal, patching, and waterproofing. The information contained below are the specific qualifications each contractor must meet in order to provide an accurate proposal. A site location map, existing and proposed mechanical drawing and specifications are attached for reference.

Requirements - General:

- Work must comply with all applicable laws, regulations and attached specifications
- Contractor shall be responsible for obtaining all local regulatory permits (including fees) which may include plumbing and mechanical
- Date of completion to be within 30 days of signed contract as coordinated with the DPW.
- One (1) year warranty, from date of substantial completion against material defect and/or workmanship.

Terms of Agreement:

General:



- To hold bid open for 60 consecutive calendar days from the bid due date
- To enter into and execute a contract with Charter Township of Union

Insurance:

- Contractor will have Worker's Compensation Insurance in limits required by state law and Comprehensive General Liability Insurance coverage in force for all of its operations under this contract. A copy will be provided to Union Township prior to commencing work.

Bonds:

- The Contractor shall include in the proposal price the cost to provide the following:
 - Maintenance and Guarantee Bond in the amount of 50% of the proposal amount, guarantying for a period of one (1) year from final acceptance of the project work
 - Letter of Surety, licensed to do business in the State of Michigan, stating ability to obtain a Performance Bond, and Labor and Material Bond for 100% of the project amount.

Shop Drawing Submittals:

- Provide four (4) copies of material specification sheets and warranty information to the DPW. Do not proceed until written approval is received.
- Coordinate all work with DPW

Services / materials to be Provided:

Contractor shall provide all equipment and materials as necessary to complete the work outlined above. They shall include, but are not limited to, the following not stated previously:

- Mobilization, site restoration and cleanup
- Disposal of existing equipment to be removed at the direction of the DPW
- Coordination of delivery and unloading of new equipment
- Pump and Haul (Bypass) Pumping. No disruption of sewer service to customers. Station current peak hour flows experienced of 150 gallons per minute
- Temporary Power Supply (as applicable)
- Piping, valving, fittings, and appurtenances as necessary to accommodate upgrades
- Final Inspection

Services / Materials Not To Be Included:

- Site accessibility (provided by owner)

Contractors Proposal Form

Bidders are instructed to submit bids for this project on a lump sum basis with adjustments for footage and materials more or less as stated in the Proposal.

All bid items are tax inclusive. All work shall be in compliance with specifications, terms identified in the RFP and applicable laws.

Bypass Manhole Upgrades



1. Mobilization	\$ 1,500.00
2. Pump and Haul (Bypass Pumping)	\$ 4,400.00
3. Cleaning / Patching / Waterproofing Manhole	14,000.00
4. Internal Mechanical Removal / Replacement	\$ 17,000.00
5. Restoration / Cleanup	\$ 1,500.00

Total Lump Sum Fee \$ 38,400.00



Bidders Signature

James A. Zalud, President

Printed Name:

The Isabella Corporation

Business Name:

2201 Commerce Street, Mt. Pleasant, MI 48858

Address:

J703547

MI Contractor License No.:

989-772-5890

Telephone:

izalud@isabellacorporation.com

Email:

Charter Township of Union reserves the right to accept or reject any or all proposals.

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INSURANCE

January 7, 2016

Franklin Holwerda Company
2509 29th Street SW
Wyoming, MI 49509

Attn: Randy Holt

Dear Randy,

It is with great pleasure that I provide this pre-qualification letter to you.

Franklin Holwerda Company has been a valued client of Buiten & Associates, LLC for over 20 years. Employers Mutual Casualty Company has been their bond company for many years. Franklin Holwerda currently has bonding limits of \$10,000,000 single job / \$20,000,000 aggregate work program. Single jobs exceeding \$10,000,000 require specific approval from the bonding company.

Employers Mutual Casualty Company is financially stable and secure with an A.M. Best A XII (Excellent) rating. They are approved by the Department of Treasury (T List) with a treasury listing of \$89,244,000., and approved with a combined T Listing of \$1,122,171,000.

If Franklin Holwerda Company were to be awarded this project, Employers Mutual Casualty Company will provide the necessary performance and payment bonds. We feel very confident in the abilities of Franklin Holwerda Company and recommend them for any project that they wish to undertake.

Very truly yours,

Employers Mutual Casualty Company



Laura J. Northouse, Attorney-in-Fact



1. Mobilization	1	\$	5,000	.
2. Pump and Haul (Bypass Pumping)	2	\$	8,000	.
3. Cleaning / Patching / Waterproofing Manhole	3	\$	30,000	.
4. Internal Mechanical Removal / Replacement	4	\$	18,079	.
5. Restoration / Cleanup	5	\$	3,000	.

Total Lump Sum Fee

\$ 64,079⁰⁰

Bidders Signature

Micah Holt, Treasurer / Secretary

Printed Name:

Franklin Holwerda Company

Business Name:

2509 29th Stret. S.W., Wyoming, MI 49519

Address:

7106527

MI Contractor License No.:

(616) 538-3231

Telephone:

joublier@franklinholwerda.com

Email:

Charter Township of Union reserves the right to accept or reject any or all proposals.