



BOARD OF TRUSTEES
Regular Meeting
February 8, 2017
7:00 p.m.

1. CALL MEETING TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. APPROVAL OF AGENDA
5. PRESENTATIONS
6. CLOSED SESSION
7. PUBLIC HEARINGS
8. PUBLIC COMMENT: Restricted to three minutes regarding issues on this agenda
9. REPORTS/BOARD COMMENTS
 - A. Current List of Boards and Commissions – Appointments as needed
 - Discussion / Action (Gunning): Appointments to the Planning Commission
10. CONSENT AGENDA
 - A. Communications
 - B. Minutes – January 25, 2017- regular meeting
 - C. Bills
 - D. Payroll
 - E. Meeting Pay
 - F. Fire Reports
 - G. 2.2 Treatment of Staff
11. NEW BUSINESS
 - A. Discussion / Action: (Gallinat / P. Depriest): Ordinance 2017-01 Section 42 Tax Exemption Ordinance for the LARC Community Development Group (Introduction)
 - B. Discussion / Action: (Gallinat): Rezone 4572 E. Valley Rd. R-1 (Rural Residential) to AG (Agricultural) ORD 2017-02 (First Reading)
 - C. Discussion / Action: (Stuhldreher): Authorization allowing Township Manager to execute equipment lease agreement
 - D. Discussion / Action: (Gunning): Meeting Pay per Diem Boards and Commissions.
 - E. Continuation Discussion / Action (Woerle): Establish goals, objectives and priorities for projects to be addressed in 2017
 - F. Discussion / Action: 3.2 Board Job Description
12. MANAGER COMMENTS
13. EXTENDED PUBLIC COMMENT: Restricted to 5 minutes regarding any issue
14. FINAL BOARD MEMBER COMMENT
15. ADJOURNMENT



Board Expiration Dates

Planning Commission Board Members (9 Members) 3 year term			
#	F Name	L Name	Expiration Date
1-BOT Representative	Norm	Woerle	11/20/2020
2-Chair	Phil	Squatrito	2/15/2017
3-Secretary	Alex	Fuller	2/15/2017
4-Vice Chair	Rick	McGuirk	2/15/2016 ¹
5-Vice Secretary	John	Zerbe	2/15/2018
6	Brandon	LaBelle	2/15/2017
7	Erik	Robinette	2/15/2018
8	Dwayne	Strachan	2/15/2018
9	Bryan	Mielke	2/15/2018
Zoning Board of Appeals Members (5 Members, 2 Alternates) 3 year term			
#	F Name	L Name	Expiration Date
1-Chair	Tim	Warner	12/31/2019
2-PC Rep / Vice Chair	Bryan	Mielke	2/18/2018
3-Vice Secretary	Jake	Hunter	12/31/2019
4-Secretary	Mike	Darin	12/31/2019
5	Paul	Gross	12/31/2018
Alt. #1	Andy	Theisen	12/31/2019
Alt. #2	Taylor	Sheahan-Stahl	2/15/2018
Board of Review (3 Members) 2 year term			
#	F Name	L Name	Expiration Date
1-Chair	Ronald	Mclvor	12/31/2018
2	James	Thering	12/31/2018
3	Brian	Neyer	12/31/2018
Alt #1	Mary Beth	Orr	1/25/2019
Citizens Task Force on Sustainability (4 Members) 2 year term			
#	F Name	L Name	Expiration Date
1	Laura	Coffee	12/31/2018
2	Mike	Lyon	12/31/2018
3	Jay	Kahn	12/31/2018
4	Phil	Mikus	11/20/2020
Construction Board of Appeals (3 Members) 2 year term			
1	Colin	Herron	12/31/2017
2	Richard	Klumpp	12/31/2017
3	Andy	Theisen	12/31/2017
Hannah's Bark Park Advisory Board (2 Members from Township) 2 year term			
1	Mark	Stuhldreher	12/31/2018
2	John	Dinse	12/31/2017
Chippewa River District Library Board 4 year term			
1	Ruth	Helwig	12/31/2019

¹ Per section 5.003 of the ordinance, member holds office until successor is appointed

**APPOINTMENT TO BOARDS, COMMISSIONS & COMMITTEES OF
UNION TOWNSHIP
APPLICATION**

Name: Russell V. Alwood Date: 11-15-2016

Principal Residence Address: 2435 O'CONNOR DR.

Business/Work Address: Same

Telephone: (Home #) 989-772-4343 (Work #) 989-289-8747

Email Address: ALWOODENTERPRISES@YAHOO.COM Occupation: Builder

Number in order of preference, area(s) of interest; leave blank if you do not wish to serve on a particular board.

Zoning Board of Appeals, Must be a Union Township resident.

Board of Review, Must be a Union Township resident.

Planning Commission, Must be a Union Township resident.

Economic Development Authority(EDA), Must own or operate a business in one of the DDA districts.

Citizens Advisory Board for _____
(Parks, Sustainability)

Please state reason(s) for interest in above board(s), use separate pages as necessary:

Continue my involvement in Union township
& community

Qualifications and other information:

Small Business owner, Building + Landscaping



Signature: Russell V. Alwood

1797 James Court
Mt. Pleasant, MI 48858

December 20, 2016

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

Dear Trustees:

As my current term on the Union Township Planning Commission will end on February 15, 2017, I am writing at this time to declare my interest in serving another term on the commission.

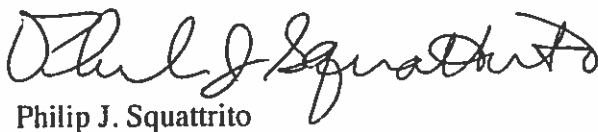
I was appointed to an unexpired term on the Planning Commission in 2009 and reappointed to full three-year terms in 2011 and 2014. I have been the commission chair for the past six years (2010-2016). Major accomplishments of the commission during this period include the creation of the new Master Plan, revision of the sign ordinance, and continuing implementation of the non-motorized transportation plan. As you know, we have also begun the process of revising the Master Plan.

Although I came to the commission without any prior background in planning or construction, I have attended a variety of workshops sponsored by the Michigan Association of Planning and Michigan Townships Association, have learned a great deal on the job, and continue to learn more each year. I would also like to mention that I have not missed a commission meeting during over seven years of service.

It would be an honor and a pleasure to continue to serve the township as a member of the Planning Commission.

I am submitting an application form and resume. Please let me know if you need any additional information from me. Thanks for your consideration.

Sincerely,


Philip J. Squattrito

PHILIP J. SQUATTRITO

I. Personal

Current Position: Professor, Department of Chemistry and Biochemistry
Central Michigan University
Office: Dow Science Complex 356
Phone: 989-774-4407
E-mail: p.squatrito@cmich.edu

II. Education

Brown University, Providence, RI Sc.B. in chemistry, magna cum laude, June 1982
Northwestern University, Evanston, IL M.S. in chemistry, August 1983; Ph.D. in inorganic chemistry, June 1987

III. Employment History

Central Michigan University, Mt. Pleasant, Michigan
Professor, August 1998 to present
Associate Professor, August 1994 to July 1998
Assistant Professor, August 1989 to July 1994

Texas A & M University, College Station, Texas
Postdoctoral Research Associate, September 1986 to August 1989
Robert A. Welch Foundation Postdoctoral Fellow, 1988-89; Lecturer, Spring 1988

IV. Scholarly Activity

Seventy-Six Peer-Reviewed Publications in Academic Journals between 1984 and 2016

V. Leadership

President, CMU Faculty Association (2005-2006)
Co-Chair, CMU Faculty Association Bargaining Team (2008, 2011, 2014)
Co-Chair, CMU Faculty Association Grievance Committee (2013-)
Chair, CMU Academic Senate (2009-2011)
American Chemical Society Central Region 2013 Meeting General Chair (2010-2013)
Chair, Charter Township of Union Planning Commission (2010-)

VI. Honors and Awards

Provost's Award for Outstanding Research and Creative Activity, CMU (1997)
ACS Midland Section Award for Outstanding Achievement in College Chemistry Teaching (1997)
ACS Midland Section Award for Outstanding Service to the American Chemical Society (2006)
Marquis Who's Who in America (2011-)
College of Science and Technology Outstanding Service Award, Central Michigan University (2013)

**APPOINTMENT TO BOARDS & COMMISSIONS
OF CHARTER TOWNSHIP OF UNION
APPLICATION**

Name: ALEX FULLER Date: 12/20/16

Address: 834 E. PICKARD ROAD

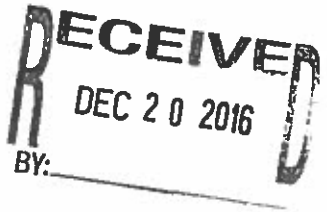
Phone (home) 772-1926 (cell) 621-7574 (work) 772-1359

Email: ALEX.FULLER@MCGUIRKSAWD.COM

Occupation: PROJECT MANAGER

Please State in order of preference, area(s) of interest:

- | | | |
|-------------------------------------|-----------------------------|---|
| <input type="checkbox"/> | Zoning Board of Appeals | Must be a Union Township Resident |
| <input type="checkbox"/> | Board of Review | Must be a Union Township Resident |
| <input checked="" type="checkbox"/> | Planning Commission | Must be a Union Township Resident |
| <input type="checkbox"/> | EDA | Must meet one of the following qualifications:
<input type="checkbox"/> Property owner in East or West DDA
<input type="checkbox"/> Property owner in East or West DDA
<input type="checkbox"/> Resident in Union Township |
| <input type="checkbox"/> | OTHER *Specify Board: _____ | |



Please state reason(s) for interest in above board(s):

RETURNING COMMISSIONER

Other information that you feel would be useful in your application review (i.e., past experience, past board membership, etc. A resume is encouraged with the application):

13+ YEARS EXPERIENCE ON THE UNION TOWNSHIP PLANNING COMMISSION.

Signature: *Alex Fuller* Date: 12/20/16

**APPOINTMENT TO BOARDS, COMMISSIONS & COMMITTEES OF
UNION TOWNSHIP
APPLICATION**

Name: Richard L. McGuirk Date: 12/23/16

Principal Residence Address: 770 Stoneridge Dr., Mt. Pleasant

Business/Work Address: 4175 E. Bluegrass Rd., Mt. Pleasant

Telephone: (Home #) 989-621-5000 (Work #) 989-817-4411

Email Address rick@unitedapts.com Occupation: Real Estate - Property Management

Number in order of preference, area(s) of interest; leave blank if you do not wish to serve on a particular board.

 Zoning Board of Appeals, *Must be a Union Township resident.*

 Board of Review, *Must be a Union Township resident.*

 X **Planning Commission, *Must be a Union Township resident.***

 Economic Development Authority(EDA), *Must own or operate a business in one of the DDA districts.*

 **Citizens Advisory Board for _____
(Parks, Sustainability)**

Please state reason(s) for interest in above board(s), use separate pages as necessary:

I have served on several boards in a variety of capacities. I feel my experience and skill set would

allow me to be an asset to Union Township. I feel passionate to be involved in making good choices for the community that I live and do business in.

Qualifications and other information:

Please see the attached qualifications listing.



Signature: Richard L. McGuirk

APPOINTMENT TO BOARDS, COMMISSIONS & COMMITTEES OF UNION TOWNSHIP
APPLICATION

Richard L. McGuirk (continued)

Qualifications and other information:

- Grant Review Committee, Mt. Pleasant Area Community Foundation (2004 to present)
- TIFA/DDA Board of Directors – City of Mt. Pleasant (2011 to present)
- Development Board (Donor Relations & Athletics Development) Central Michigan University (2005 to present)
- Planning Commissioner – Union Township (2001 - 2008, 2012 - present)
- Past Board Member & Treasurer – Pillars for Turf (Turf project for Mt. Pleasant Community Memorial Stadium)
- Licensed Builder
- Real Estate Broker
- BSBA – Central Michigan University

**APPOINTMENT TO BOARDS & COMMISSIONS
OF CHARTER TOWNSHIP OF UNION
APPLICATION**

Name: Denise Webster Date: 1/14/2017

Address: 3767 Greenacres Drive

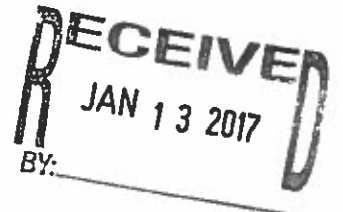
Phone (home) 489 317-3770 (cell) 989 506-2608 (work) 989 774-1850

Email: riverchippewa@gmail.com

Occupation: Administrator / Faculty member - GMU

Please State in order of preference, area(s) of interest:

- | | | |
|-------------------|-----------------------------|--|
| <u> </u> | Zoning Board of Appeals | Must be a Union Township Resident |
| <u> </u> | Board of Review | Must be a Union Township Resident |
| <u> X </u> | Planning Commission | Must be a Union Township Resident |
| <u> </u> | EDA | Must meet one of the following qualifications:
<u> </u> Property owner in East or West DDA
<u> </u> Property owner in East or West DDA
<u> </u> Resident in Union Township |
| <u> </u> | OTHER *Specify Board: _____ | |



Please state reason(s) for interest in above board(s):

First, I am interested as a resident to provide service to my township. Second, I have been involved with many committees at GMU as well as the county and prior township requiring the ability to listen to the issues, concerns to assist making a decision.

Other information that you feel would be useful in your application review (i.e., past experience, past board membership, etc. A resume is encouraged with the application):

Please refer to resume related to Community Service

Signature: Denise Webster Date: 1/14/2017

DENISE L. WEBSTER MS, AT, ATC

Interim Associate Dean, The Herbert H. & Grace A. Dow College of Health Professions
Assistant Professor, School of Rehabilitation and Medical Sciences
Dean's Office, Health Professions Building 2217
Phone: (989) 774-1850
e-mail: webst1dl@cmich.edu

EDUCATION

Post-Master Credits:

Central Michigan University, 21 credit hours
Area of Study: Master of Science in Administration
University of Arizona, 8 credit hours
Area of Study: Graduate Athletic Training courses
Pima Community College, 13 credits
Area of Study: Chemistry I and II, Emergency Medical Technician

Master of Science, May 1980

West Chester University of Pennsylvania
Primary Area of Study: Health
Secondary Interest: Driver Education
Thesis Title: *A Survey of Gynecological Characteristics of Female Athletes and Non-Athletes at the College Level*

Bachelor of Science in Education, May 1978

Edinboro University of Pennsylvania
Major: Health and Physical Education

Guest Student, West Chester University of Pennsylvania, June 1977 to May 1978

NATA Inc. Approved Athletic Training Education Program

PROFESSIONAL WORK EXPERIENCE

Central Michigan University, January 2015 to present

Interim Associate Dean
The Herbert H. & Grace A. Dow College of Health Professions

Central Michigan University, August 2009 to present

Assistant Professor, School of Rehabilitation and Medical Sciences
Area of Emphasis: Athletic Training Education

Central Michigan University, January 2005 to July 2009

Director for Curriculum and Assessment
Office of Academic Affairs

Central Michigan University, August 1985 to December 2004

Assistant Professor, Department of Physical Education and Sport
Tenured granted, April 1991

- Athletic Training Education Program Director, August 2000 to December 2004
- Clinical Education Coordinator, August 1985 to May 2000
- Athletic Training Education Program Interim Program Director, Fall 1997 & Spring 1986
- Assistant Athletic Trainer Department of Athletics, August 1985 to July 2000

University of Arizona, August 1980 to July 1985

- Assistant Athletic Trainer
- Summer Teaching Faculty

West Chester University of Pennsylvania, August 1978 to December 1979

- Graduate Assistant: Teaching, Athletic Training Responsibilities, Research Lab Assistant

CERTIFICATION

- Broad of Certification, Certified Athletic Trainer (2/79) Certification #000020549
- Michigan Athletic Trainer Licensure I.D. # 2601000119
- American Red Cross, Professional Rescuer

PUBLICATIONS

Webster, D.L. and D. Kaiser. (1996). Athletic Training Diagnosis: An Idea Whose Time Has Come. *Athletic Training Today*. 1(4), 46-48.

Webster, D.L., J. Mason & T. Keating. (1992). *Guidelines for Professional Practice in Athletic Training*. Canton: Professional Reports Corporation.

Webster, D.L. and D. Kaiser. (1991). An Infection Control Policy for the Athletic Training Setting. *Journal of the National Athletic Trainers Association*. 26(1), 70-74.

PRESENTATIONS

Accepted Presentation, Co-Presenter with Mr. Jason Bentley
Bridging Academic and Student Affairs to Advance Undergraduate Student Success
Innovative Partnerships for Student Learning, September 25-27, 2009
Illinois State University, Normal IL

Accepted Roundtable, Co-Presenter with Dr. Jennifer Cochran
How Do You Know It When You See It? Using Rubrics to Assess Students' Learning at the Program Level.
Association for the Study of Higher Education; November 2-4, 2006 Anaheim, CA

Invited Co-Presenter with Dr. Jennifer Cochran
How do you "know It When You See It: Using Rubrics to Assess Students' Learning
Athletic Training Educator's Summit,; May 22, 2006
College of Mt. St. Joseph Cincinnati, OH

Invited Presenter, *Program Outcomes Assessment*
Athletic Training Education Program, The Herbert H. and Grace A. Dow College of Health Professions

Accepted, Lead Presenter with Andy Holt, Student Assistant in FaCIT
Linking Multiple Courses and Faculty Using Technology
4th Annual Lilly North Teaching and Learning Conference, September 24-26, 2004
Traverse City, MI

Co-Contributor Poster Presentation with Dr. Jennifer Fager and Dr. Diane Krider
Constructing a Culture: The CMU Assessment Toolkit
2004 AAHE Assessment Conference, June 13-15, 2004 Denver, CO

Co-Contributor with Dr. Jennifer Fager and Dr. Diane Krider
The CMU Assessment Toolkit

3rd Annual Lilly-North Teaching and Learning Conference, September 19-21, 2003 Traverse City, MI

Co-Contributor Poster Presentation with Dr. Tom Cappaert
The Puzzle: Putting Together the Pieces of Theory to Practice
NATA Research and Education Foundation Professional Educators' Conference, January 10-12, 2003 Montgomery, TX

Co-Presenter with Dr. Stephen Kopp
Negotiating a Faculty Position in Athletic Training
NATA Research and Education Foundation Professional Educators' Conference, January 19-21, 2001 Forth Worth, Texas

Co-Contributor Poster Presentation with Dr. David Kaiser and Dr. Stephen Kopp
Location, Location, Location! What's Best for the Athletic Training Education Program?
NATA Research and Education Foundation Professional Educators' Conference, January 19-21, 2001 Forth Worth, TX

Co-Contributor with Dr. David Kaiser
Clinical Instruction: The Model Used at Central Michigan University
NATA Research and Education Foundation Professional Educators' Conference, January 29, 1999 Forth Worth, TX

Invited Presenter, *Different Considerations of the Female and Male Athlete.*
Michigan Athletic Trainers Society State Meeting, May 1994 Lansing, MI

Guest Speaker, *Conditioning and Injury Prevention*
Mt. Pleasant Baptist Academy, June 1993 Mt. Pleasant, MI

UNIVERSITY SERVICE

Appointed Member, Steering Committee, Center for Integrated Health Sciences Building
August 2016 to present

Appointed Member, CMU University Space Committee, May 2016 to present

The Herbert H. & Grace A. Dow College of Health Profession Curriculum Committee
College Oversight Interim Associate Dean, January 2015 to present
Department Representative, September 2010 to December 2014

Graduate Committee, Health Professions Representative, September 2013 to March 2015
Vice-Chair, September 2014 to November 2014
Acting Chair, November 2014 to March 2015

Committee on Academic Service Learning, November 2011 to August 2013
Chair, August 2012 to August 2013

Committee on Committees, Health Professions Representative, August 2010 to December 2014

Faculty Center for Innovative Teaching Advisory Council, May 2010 to August 2011

Undergraduate Extended Degree Programs Committee, April 2010 to August 2012

Presidential Transition Team, March 2010 to February 2011

The Herbert H. & Grace A. Dow College of Health Professions, Enrollment Management and Program Development Committee, September 2009 to April 2010

Department of Physical Education and Sport, Academic Senate department senator
October 2009 to May 2012

Academic Advancement Task Force, Dean of Students, March 2009 to August 2009

Retention Advisory Committee, November 2008 to August 2009

Strategic Plan for Advancing Diversity Implementation Team, September 2008 to August 2010

- Curriculum Subcommittee. September 2008 to August 2009

CMU 2010 Teaching and Learning Committee, September 2005 to December 2008

CMU 2010 Communications Committee, January 2006 to December 2008

Campus Diversity Climate Committee, November 2007 to August 2008

Appointed member, Curricular Authority Document Review Committee,
November 2007 to November 2008

Search Committee Chair, Assistant Coordinator for Interdisciplinary Programs
August 2007 to November 2007

Search Committee Member, Dean of Graduate Studies
January 2007 to April 2007

Search Committee Member, Academic Affairs Research Analyst
February 2007 to March 2007

Higher Learning Commission Change Request Self Study Committee,
December 2006 to October 2007

Foundations of Excellence in the First College Year Liaison Committee
August 2006 to August 2007

Provost Appointee, Committee to Study SGA General Board Resolution F05-03
February 2006 to August 2006

Search Committee Chair, Director of Special Projects, Office of Academic Affairs
June 2005-October 2005

Higher Learning Commission Accreditation Team, Sub-committee for Criterion 3
December 2003-May 2005

Dean's Advisory Council, The Herbert H. & Grace A. Dow College of Health Professions
August 2000 to December 2004

Assessment Council, October 2001-August 2004 (Chair, 2003-2004)

Search Committee Member, Associate Vice President for Facilities Management
December 2003-May 2004

Department of Physical Education and Sport
Resource Committee, August 2003 to December 2004
Personnel Committee, August 1995 to May 2003
(Chair: 1997-1998, 1999-2000, 2000-2001, 2001-2002)

Faculty Liaison, Health Professions Building Project, Summer 2002 to May 2004

Health Sciences Major Task Force, The Herbert H. & Grace A. Dow College of Health Professions, August 2001 to May 2002

Degrees, Admissions, Standards and Honors Committee,

- August 2000 to August 2003 (Secretary, August 2002 to August 2003)
- August 1992 to August 1995 (Chair, August 1994 to August 1995)

Clinical/Internship Director Committee, The Herbert H. & Grace A. Dow College of Health Professions, November 1998 to May 2002

Clinical Collaboration Committee, The Herbert H. & Grace A. Dow College of Health Professions, February 2002 to May 2002

CHP Building Steering Committee, The Herbert H. & Grace A. Dow College of Health Professions, January 1999 to May 2002

Technology and Capital Equipment Task Force, The Herbert H. & Grace A. Dow College of Health Professions, February 1999 to May 2000

Search Committee Member, Director of Scholarship and Financial Aid, November 1994 to April 1995

General Education Sub-Committee, August 1991 to August 1994
(Secretary, August 1992 to August 1994)

Search Committee Member, Assistant Director of Campus Recreation Services
May 1992 to July 1992

PROFESSIONAL SERVICE

JRC-AT Annual Reports Sub-Committee, Chair - August 2001 to June 2002

Director, CMU Summer Athletic Training Camp, June 2000 to June 2004

Faculty Association Executive Board Member, August 2001-August 2003
College Representative, The Herbert H. and Grace A. Dow College of Health Professions

Central Michigan University Eating Disorders Team, September 1998 to May 2000

Certified Athletic Trainer for CMU Sports Camps, July 1985 to July 1999

COMMUNITY SERVICE

Material Recovery Facility Advisory Board, Isabella County
January 2017 to present

Deerfield Township Fire Board, February 2006 to February 2011, Secretary

Isabella County Zoning Board of Appeals
January 2004 to December 2006 Appointed member
January 2003 to December 2003: Alternate
July 1998 to December 2002: Planning Commission Representative

Isabella County Planning Commission, October 1997 to December 2002
Elected Chair, January 1999 to December 2002

Denise L. Webster

United Way Campus Campaign 1998, 1999, 2000
Department of Physical Education and Sport

Isabella County Broomfield Fund Commission, September 1986 to January 1996
Completed dispersion of Grant Funds; Commission no longer in existence

Guest Server, United Way, October 1995

City of Mt. Pleasant
December 1990 to December 1995: Cable Advisory Board
November 1995 to June 1996 Alternate, Zoning Board of Appeals

GRANT FUNDING

Project Lead, CMU 2010 '*Strengthening Interdisciplinary Programs*'
Internal grant funding associated with CMU 2010 Strategic Plan
March 2007 to June 2010, \$385,644

HONORS AND AWARDS

Nominated CMU ACE (American Council on Education) Network for Women Leaders in Higher
Education Excellence Award, March 2009

Nominated CMU Staff Excellence Award, Spring 2007

2004 Faculty Champion, Champions II Program
CMU Faculty Center for Innovative Teaching (FaCIT)

Nominated CMU Faculty Distinguished Service Award, Spring 2004

Nominated CMU Excellence in Teaching Award, Fall 2003

MEMBERSHIP IN PROFESSIONAL ORGANIZATIONS

National Athletic Trainers' Association
Great Lakes Athletic Trainers' Association
Michigan Athletic Trainers' Society

**APPOINTMENT TO BOARDS & COMMISSIONS
OF CHARTER TOWNSHIP OF UNION
APPLICATION**

Name: Colin Herren Date: 1-19-17
 Address: 4349 E Wing Road
 Phone (home) _____ (cell) 9896215477 (work) 9897722202
 Email: Colin@greenwaldbc.com
 Occupation: General Contractor

Please State in order of preference, area(s) of interest:

- | | | |
|----------|-----------------------------|--|
| <u>2</u> | Zoning Board of Appeals | Must be a Union Township Resident |
| _____ | Board of Review | Must be a Union Township Resident |
| <u>1</u> | Planning Commission | Must be a Union Township Resident |
| _____ | EDA | Must meet one of the following qualifications:
<input type="checkbox"/> Property owner in East or West DDA
<input type="checkbox"/> Property owner in East or West DDA
<input checked="" type="checkbox"/> Resident in Union Township |
| _____ | OTHER *Specify Board: _____ | |



Please state reason(s) for interest in above board(s):

To ensure that reasonable guidance is provided by a community member that has experience in the development trades to help ensure that the community is shaped for the future with a healthy balance of what residents want and the need for affordable housing, and profitable businesses.

Other information that you feel would be useful in your application review (i.e., past experience, past board membership, etc. A resume is encouraged with the application):

I have been a licensed builder for 23 years, and an employer in union township for the last 17 years as well as served the Home builders Association on the local, state and national level for 21 years.

My career has caused me to learn to work well with a diverse set of people and to seek consensus based solutions to problems that confront me (us).

Signature:  Date: 1-19-17

**APPOINTMENT TO BOARDS & COMMISSIONS
OF CHARTER TOWNSHIP OF UNION
APPLICATION**

Name: Ryan Buckley Date: 1/27/2017
 Address: 3978 McGuirk, Mt. Pleasant MI 48858
 Phone (home) 989 600 5941 (cell) same (work) 989 774 1489
 Email: buckley38@hotmail.com
 Occupation: Higher Education; fundraising

Please State in order of preference, area(s) of interest:

- Zoning Board of Appeals Must be a Union Township Resident
- Board of Review Must be a Union Township Resident
- Planning Commission Must be a Union Township Resident
- EDA Must meet one of the following qualifications:
 - Property owner in East or West DDA
 - Property owner in East or West DDA
 - Resident in Union Township
- OTHER *Specify Board: _____

RECEIVED
 JAN 27 2017
 BY: _____

Please state reason(s) for interest in above board(s):

I am interested in helping to guide effective, sustainable development that maximizes benefit to residents

Other information that you feel would be useful in your application review (i.e., past experience, past board membership, etc. A resume is encouraged with the application):

Deerfield Township firefighter (10 years);
 Masters of Science in Administration

Signature: [Signature] Date: 1/27/2017

January 27, 2017

Ben Gunning
Township Supervisor
2010 South Lincoln Road
Mount Pleasant, MI 48858

Mr. Gunning:

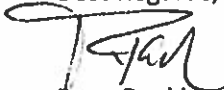
Please accept my application for a seat on the Union Township Planning Commission.

For almost 17 years, I have worked on campus at Central Michigan University. I have spent the past 12 years working in corporate and foundation grant development, as both a grant writer and director of proposal development. This experience has given me a unique view to the needs and issues affecting the greater Mount Pleasant community, helping to hone critical thinking, analytical and communication skills needed to assess the credibility and potential of a wide range of projects and initiatives throughout the campus and surrounding communities.

Furthermore, my 10 years spent on the Deerfield Township Fire Department has helped to shape my understanding of how municipal planning and development impacts the daily lives of both residents and business owners alike.

As a resident of Mount Pleasant since 1993, I earned my undergraduate degree in journalism from CMU in 1998, and a Master's of Science in Administration in 2001. During the course of my graduate degree, I took a number of classes related to public administration, urban planning and development, and local civics leadership, and have long had an interest in helping to guide and shape the vision for future development in my community in a thoughtful and sustainable way that relies on best practices and benefits residents and business owners alike.

Best Regards,



Ryan Buckley

CHARTER TOWNSHIP OF UNION
Board of Trustees
Regular Meeting

A regular meeting of the Charter Township of Union Board of Trustees was held on January 25, 2017 at 7:00 p.m. at Union Township Hall.

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

Roll Call

Present: Supervisor Gunning, Treasurer Rice, Clerk Cody, Trustees B. Hauck, Lannen, and Mikus.

Excused: Trustee Woerle

Approval of Agenda

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

Presentations

Public Hearings

No Public Hearings.

Public Comment - open 7:03 p.m.

No Comments.

Reports/Board Comments

Lannen – Updates from Isabella County Board of Commissioners meeting and the Isabella County MTA Chapter meeting.

Cody – Updates from the City of Mt. Pleasant meeting.

Mikus moved **Lannen** supported to appoint B. Hauck to the Election Committee. **Vote: Ayes: 6 Nays: 0. Motion carried.**

B. Hauck moved **Rice** supported to appoint Woerle to the Election Committee. **Vote: Ayes: 6 Nays: 0. Motion carried.**

Consent Agenda

- A. Communications
 - EDA & Planning Commission Minutes
- B. Minutes January 11, 2016 – Regular Meeting
- C. Payroll
- D. Bills
- E. Meeting Pay
- F. Fire Reports
- G. 2.5 Financial Condition and Activities
- H. 2.5.10 Cash Flow Ratio

Lannen moved **Rice** supported to approve the consent agenda as presented. **Vote: Ayes: 6 Nays: 0. Motion carried.**

BOARD AGENDA

A. Discussion / Action: (K. Smith): Adoption of MDOT Performance Resolution for Governmental Agencies

Lannen moved **Cody** supported to approve the adoption of the MDOT Performance Resolution for Governmental Agencies. **Roll Call Vote: Supervisor Gunning, Treasurer Rice, Clerk Cody, Trustees B. Hauck, Lannen, and Mikus. Motion carried.**

B. Discussion / Action: (P. DePriest): Board of Review Appointment

Mikus moved **Rice** supported to approve appointing Mary Beth Orr to the Board of Review as an alternate. **Vote: Ayes: 6 Nays: 0. Motion carried.**

MANAGER COMMENTS

Updates to the Board of Trustees: Audit preparation discussed; Governance Policy Study Session preparation book was passed out to Board Members; asked Board for opinion on donations of Township pavilions.

EXTENDED PUBLIC COMMENT - Open 7:29 p.m.

No Comments.

FINAL BOARD MEMBER COMMENTS

Lannen- Asked about Township/Road Commission Annual Meeting.

Gunning – Stated the Planning Commission nominations will be included into the February 8, 2017 packet.

ADJOURNMENT

Hauck moved **Cody** supported to adjourn the meeting at 7:52 p.m. **Vote: Ayes: 6 Nays: 0. Motion carried.**

APPROVED BY:

Lisa Cody, Clerk

Ben Gunning, Supervisor

(Recorded by Jennifer Loveberry)

Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank 101 POOLED CHECKING					
02/07/2017	101	97 (E)	00146	CONSUMERS ENERGY PAYMENT CENTER	32,959.52
02/07/2017	101	98 (E)	00146	VOID	0.00 V
02/07/2017	101	99 (E)	00146	VOID	0.00 V
01/26/2017	101	19053	00722	CHARTER TOWNSHIP OF UNION	190.95
02/08/2017	101	19054	01358	21ST CENTURY MEDIA-MICHIGAN	579.20
02/08/2017	101	19055	00652	3D ELECTRIC, INC.	2,446.00
02/08/2017	101	19056	00020	JAMES ALWOOD	376.72
02/08/2017	101	19057	01529	AWWA	75.00
02/08/2017	101	19058	00043	ARROW UNIFORM	204.13
02/08/2017	101	19059	00095	C & C ENTERPRISES, INC.	331.00
02/08/2017	101	19060	01528	CENTRAL MICHIGAN SURVEYING & DEV	150.00
02/08/2017	101	19061	00129	CMS INTERNET, LLC	1,099.70
02/08/2017	101	19062	01024	CODE OFFICIALS CONFERENCE-MI	40.00
02/08/2017	101	19063	00155	COYNE OIL CORPORATION	447.72
02/08/2017	101	19064	01171	DBI BUSINESS INTERIORS	116.75
02/08/2017	101	19065	00231	FOUR SEASON'S EXTERMINATING	40.00
02/08/2017	101	19066	00249	GILL-ROY'S HARDWARE	7.56
02/08/2017	101	19067	00261	GRAINGER	890.83
02/08/2017	101	19068	01348	HARBOR HOUSE PUBLISHERS	550.00
02/08/2017	101	19069	00307	IDEXX DISTRIBUTION, INC	150.91
02/08/2017	101	19070	00328	ISABELLA COUNTY DRAIN COMMISSION	25,621.73
02/08/2017	101	19071	00333	ISABELLA COUNTY ROAD COMMISSION	15,203.13
02/08/2017	101	19072	00337	ISABELLA COUNTY TREASURER	2,106.67
02/08/2017	101	19073	01517	L S L PLANNING	272.15
02/08/2017	101	19074	01455	JENNIFER LOVEBERRY	2,400.00
02/08/2017	101	19075	00001	M T A	40.00
02/08/2017	101	19076	00475	M W E A	70.00
02/08/2017	101	19077	01506	MCKENNA ASSOCIATES	6,380.00
02/08/2017	101	19078	00415	MICHIGAN CAT	13,235.00
02/08/2017	101	19079	00422	MICHIGAN PIPE & VALVE	209.15
02/08/2017	101	19080	01199	MID MICHIGAN ANSWERING SERVICE	300.00
02/08/2017	101	19081	00437	MIDDLE MICHIGAN DEVELOPMENT CORP	2,500.00
02/08/2017	101	19082	00739	THE MORNING SUN	416.00
02/08/2017	101	19083	00460	MT. PLEASANT AREA CHMB OF COMMERCE	10.00
02/08/2017	101	19084	01191	NMCOA TREASURER	100.00
02/08/2017	101	19085	00494	NORTH CENTRAL LABORATORIES	1,986.86
02/08/2017	101	19086	00506	MEEKHOF TIRE SALES & SERVICE INC	10.00
02/08/2017	101	19087	00525	PICKARD STREET CAR WASH	32.00
02/08/2017	101	19088	01293	SHAY WATER CO/CUSTOM COFFEE SERV	165.00
02/08/2017	101	19089	01090	SIMPLY ENGRAVING	14.00
02/08/2017	101	19090	01421	SUPERIOR BUSINESS SOLUTIONS	85.94
02/08/2017	101	19091	01364	SHERRIE TEALL	121.98
02/08/2017	101	19092	01446	THRUN LAW FIRM P.C.	1,548.80
02/08/2017	101	19093	01013	USA BLUE BOOK	1,125.92
02/08/2017	101	19094	01314	VERIZON WIRELESS	421.49
02/08/2017	101	19095	00723	WINN TELECOM	194.56
02/08/2017	101	19096	01246	WOLVERINE POWER SYSTEMS	567.70
02/08/2017	101	19097	01483	XEROX FINANCIAL SERVICES	1,500.76

101 TOTALS:

Total of 48 Checks:	117,294.83
Less 2 Void Checks:	0.00
Total of 46 Disbursements:	117,294.83

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 101 POOLED CHECKING						
02/07/2017	101	97 (E)	00146	CONSUMERS ENERGY PAYMENT CENTER	900 MULBERRY LN 5240 E BROOMFIELD RD 2270 NORTHWAY DR 2055 ENTERPRISE DR 5525 E REMUS RD 5537 E BROADWAY RD 1933 S ISABELLA RD 5144 BUDD ST 5142 BUDD ST 1660 BELMONT DR 3998 E DEERFIELD RD 5369 S CRAWFORD RD 3248 S CONCOURSE DR 5076 S MISSION RD 4795 S MISSION ST 4797 S MISSION ST #BARN 5228 S ISABELLA RD 4822 ENCORE BLVD 4244 E BLUE GRASS RD 2188 E PICKARD RD 1776 E PICKARD RD 1876 PACKARD RD 2180 S LINCOLN RD 2495 E DEERFIELD RD 2424 W MAY ST 4511 E RIVER RD 2010 S LINCOLN RD 2279 S MERIDIAN RD PUMP HOUSE 2279 S MERIDIAN RD 800 CRAIG HILL RD 4520 E RIVER RD 1633 S LINCOLN RD 5319 E AIRPORT RD 1046 S MISSION ST 1605 SCULLY RD	50.61 912.83 26.05 297.85 59.67 502.79 539.01 22.57 173.84 89.52 135.05 134.16 167.64 982.97 2,515.15 586.31 8,452.23 149.64 89.10 86.59 129.37 213.93 22.57 384.22 468.91 12,210.61 1,092.65 208.68 1,147.57 51.36 545.02 264.39 31.91 123.00 91.75
						<u>32,959.52</u>
02/07/2017	101	98 (E)	00146	VOID		
				VOID Reason: Created From Check Run Process		V
02/07/2017	101	99 (E)	00146	VOID		
				VOID Reason: Created From Check Run Process		V
01/26/2017	101	19053	00722	CHARTER TOWNSHIP OF UNION	TWP HALL WATER/SEWER	190.95
02/08/2017	101	19054	01358	21ST CENTURY MEDIA-MICHIGAN	MEETING NOTICES-BOR, PLAN COMM, BOT	579.20
02/08/2017	101	19055	00652	3D ELECTRIC, INC.	TO INSTALL GENERATOR	2,446.00
02/08/2017	101	19056	00020	JAMES ALWOOD	ROYALTIES	376.72
02/08/2017	101	19057	01529	AWWA	AWWA MEMBERSHIP 2017	75.00
02/08/2017	101	19058	00043	ARROW UNIFORM	UNIFORMS UNIFORMS UNIFORMS	80.14 76.87 47.12
						<u>204.13</u>
02/08/2017	101	19059	00095	C & C ENTERPRISES, INC.	JANITORIAL SUPPLIES LOVEBERRY CLOTHING ALLOWANCE	55.00 100.00

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
					SOMMER CLOTHING ALLOWANCE	76.00
					CHAFFEE CLOTHING ALLOWANCE	100.00
						<u>331.00</u>
02/08/2017	101	19060	01528	CENTRAL MICHIGAN SURVEYING & DEV	BOUNDARY SURVEY-3810 S LINCOLN	150.00
02/08/2017	101	19061	00129	CMS INTERNET, LLC	SET UP BLDG INSPECTOR SURFACE PRO	356.25
					FIN. DIRECTOR SURFACE PRO ISSUES	118.75
					UPDATED BLDG OFFICIAL EXTENSION	23.75
					CMS SERVER & PHONE SERVICE FEB 2017	482.20
					NETWORK DOWN - RESOLVE ISSUES	95.00
					CHANGE DEFAULT PRINTER	23.75
						<u>1,099.70</u>
02/08/2017	101	19062	01024	CODE OFFICIALS CONFERENCE-MI	2017 MEMBERSHIP COCM	40.00
02/08/2017	101	19063	00155	COYNE OIL CORPORATION	GAS & FUEL	447.72
02/08/2017	101	19064	01171	DBI BUSINESS INTERIORS	TAPE, BINDERS FOR THE BOARDS	55.32
					NOTARY STAMP - LOVEBERRY	24.99
					BINDERS, STENO PADS-ACCTING OFFICE	16.69
					NOTARY RECORD BOOK-CLERK	19.75
						<u>116.75</u>
02/08/2017	101	19065	00231	FOUR SEASON'S EXTERMINATING	TWP HALL INT/EXT TREATMENT	40.00
02/08/2017	101	19066	00249	GILL-ROY'S HARDWARE	4 KEYS SUPERVISOR'S OFFICE	7.56
02/08/2017	101	19067	00261	GRAINGER	MAINTENANCE SUPPLIES	890.83
02/08/2017	101	19068	01348	HARBOR HOUSE PUBLISHERS	AD IN CHAMBER MEMBERSHIP DIRECTORY	550.00
02/08/2017	101	19069	00307	IDEXX DISTRIBUTION, INC	LAB SUPPLIES	150.91
02/08/2017	101	19070	00328	ISABELLA COUNTY DRAIN COMMISSION	TWP PORTION 2016 DRAIN TAX	25,621.73
02/08/2017	101	19071	00333	ISABELLA COUNTY ROAD COMMISSION	ISABELLA RD TRAFFIC STUDY-FINAL PMT	3,775.00
					WHITEVILLE RD - BLUEGRASS/BLOOMFIELD	11,428.13
						<u>15,203.13</u>
02/08/2017	101	19072	00337	ISABELLA COUNTY TREASURER	REFUNDS FOR 3 MTT CASES-2015 TAX YEAR	2,106.67
02/08/2017	101	19073	01517	L S L PLANNING	MASTER PLAN SERVICES-DEC 2016	272.15
02/08/2017	101	19074	01455	JENNIFER LOVEBERRY	FLEX MEDICAL REIMBURSEMENT-2017	2,400.00
02/08/2017	101	19075	00001	M T A	SPECIAL ASSESSMENT TECH. MANUAL	40.00
02/08/2017	101	19076	00475	M W E A	CHRIS RADER MWEA DUES	70.00
02/08/2017	101	19077	01506	MCKENNA ASSOCIATES	BLDG OFFICIAL INSP SERV DEC 2016	6,380.00
02/08/2017	101	19078	00415	MICHIGAN CAT	JACKHAMMER ATTACHMENT FOR BACKHOE	13,235.00
02/08/2017	101	19079	00422	MICHIGAN PIPE & VALVE	BACK ROOM ISABELLA WELL SITE PIPING	209.15
02/08/2017	101	19080	01199	MID MICHIGAN ANSWERING SERVICE	ANSWERING SERVICE-4TH Q 2016	300.00
02/08/2017	101	19081	00437	MIDDLE MICHIGAN DEVELOPMENT CORP	CLIENT FEE 1ST QUARTER 2017	2,500.00
02/08/2017	101	19082	00739	THE MORNING SUN	ANNUAL MORNING SUN SUBSCRIPTION	416.00
02/08/2017	101	19083	00460	MT. PLEASANT AREA CHMB OF COMMERCE	H.R. WORKSHOP	10.00
02/08/2017	101	19084	01191	NMCOA TREASURER	2017 MEMBERSHIP NMCOA	100.00
02/08/2017	101	19085	00494	NORTH CENTRAL LABORATORIES	CHEMICALS	162.39
					LAB EQUIPMENT	118.28
					MILLIPORE PETRI DISH & FILTERS	502.60
					LAB EQUIPMENT	323.69
					FILTERS	879.90
						<u>1,986.86</u>
02/08/2017	101	19086	00506	MEEKHOF TIRE SALES & SERVICE INC	TIRE REPAIR PORTABLE GENERATOR	10.00
02/08/2017	101	19087	00525	PICKARD STREET CAR WASH	CAR WASH & CLEAN	32.00
02/08/2017	101	19088	01293	SHAY WATER CO/CUSTOM COFFEE SERV	TWP HALL - COFFEE	120.00

02/01/2017 02:28 PM
 User: SHERRIE
 DB: Union

CHECK REGISTER FOR CHARTER TOWNSHIP OF UNION
 CHECK DATE FROM 01/26/2017 - 02/08/2017

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
					COFFEE BREWER- QUARTERLY RENTAL	45.00
						<u>165.00</u>
02/08/2017	101	19089	01090	SIMPLY ENGRAVING	ZBA - NEW NAME PLATES	14.00
02/08/2017	101	19090	01421	SUPERIOR BUSINESS SOLUTIONS	1099 FORMS	58.27
					1099 FORMS	27.67
						<u>85.94</u>
02/08/2017	101	19091	01364	SHERRIE TEALL	MILEAGE TO ACCTING STANDARDS COMMITTEE M	121.98
02/08/2017	101	19092	01446	THRUN LAW FIRM P.C.	MTT/ASSESSING	633.60
					MTT 15-003574 DARDEN RESTAURANTS	123.20
					MTT 14-003971-TT RED LOBSTER RESTAURANTS	123.20
					MTT 16-001595 CAMPUS CREST AT MP II LLC	35.20
					MTT 16-002603 PEP-CMU LLC	228.80
					MTT 16-003774 ALDI INC	88.00
					MTT 16-003655 DARDEN RESTAURANT (MENARDS	176.00
					MTT 16-003406 ARCP RL PORT IV LLC	140.80
						<u>1,548.80</u>
02/08/2017	101	19093	01013	USA BLUE BOOK	CHEMICALS/CHLORINE	766.25
					SAFETY EQUIPMENT	291.30
					OPERATING SUPPLIES	68.37
						<u>1,125.92</u>
02/08/2017	101	19094	01314	VERIZON WIRELESS	CELL PHONE JAN 16 - FEB 15	421.49
02/08/2017	101	19095	00723	WINN TELECOM	PHONE SERVICE JAN 15 - FEB 14	194.56
02/08/2017	101	19096	01246	WOLVERINE POWER SYSTEMS	AUX POWER EQUIPMENT MAINT	567.70
02/08/2017	101	19097	01483	XEROX FINANCIAL SERVICES	LEASE PAYMENT-JAN 2017	1,500.76

101 TOTALS:

Total of 48 Checks:
 Less 2 Void Checks:

117,294.83
 0.00

Total of 46 Disbursements:

117,294.83

Charter Township of Union Payroll
--

CHECK DATE: January 26, 2017

PPE: January 21, 2017

NOTE: CHECK TOTAL FOR TRANSFER

Gross Payroll	\$	49,941.45
Employer Share Med		718.33
Employer Share SS		3,071.31
SUI		3,191.71
Pension-Employer Portion		3,366.93
Workers' Comp		522.78
Life/LTD		-
Dental		-
Health Care		-
Cobra/Flex Administration		341.90
PCORI Fee		-
Total Transfer to Payroll Checking	\$	61,154.41

NOTE: PAYROLL TRANSFER NEEDED

General Fund	\$	22,289.19
EDDA		
WDDA		
Sewer Fund		21,502.97
Water Fund		17,362.25
Total To Transfer from Pooled Savings	\$	61,154.41

**CHARTER TOWNSHIP OF UNION
MEETING PAY REQUEST FORM
2017**

BOARD MEMBER: Tim Lannen

MONTH: January

Date	Meeting	Time Attended		Total
		1hr or less	More than Hr	
1-17-17	Isabella County BOC	✓		\$50
1-18-17	MTA County Meeting	✓		\$50

SIGNATURE: Tim Lannen **Date:** 1-24-17

1. This form is filled out by the board member monthly and turned into the Finance Director. Completed requests will be added to the consent agenda for approval at the next regular board meeting. After board approval, payment will be added to the next regular payroll process.
2. Only list those meetings that you have attended. You are required to list the amount of meeting time you were in attendance. The amount paid is subject to the time you spent during the actual meeting. 1 to 60 minutes is reimbursed at \$50. Anything greater than 60 minutes is reimbursed at \$75.
3. Attendances at all day conferences/sessions are reimbursed as one meeting at \$75.

Mount Pleasant Fire Department

Fire Experience Report For Union Township/City of Mt. Pleasant
Period - January 9, 2017 through January 15, 2017

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			
	137	Camper or Recreational Vehicle (RV) Fire			
	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			
	231	Chemical reaction rupture of process vessel			
Rescue & EMS Incident	300	Rescue, EMS incident, other			
	311	Medical Assist to EMS Crew	1	2	3
	321	EMS Call excluding Veh. Accident			2
	322	Motor Vehicle Acc. W/ Injuries			
	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	2	
	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	3		

	445	Arcing, shorted electrical equipment			
	451	Biological hazard, confirmed or suspected			
	461	Building or Structure Weakened or Collapsed			
	462	Aircraft Standby			
	463	Vehicle Accident, general cleanup			
	480	Attempted burning, illegal action, other			
	4441	Utility Line Down			1
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	6	
	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			1
	721	Bomb Scare - No Bomb			
	730	System Malfunction			
	731	Sprinkler activation due to malfunction	1	3	
	732	Extinguishing System Activation - Malfunction			
	733	Smoke Det. Activation - Malfunction			
	734	Heat Detector Activation - Malfunction			
	735	Alarm system sounded due to malfunction	1	3	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	2	5	
	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	9	24	8

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

Mount Pleasant Fire Department

Fire Experience Report For Union Township/City of Mt. Pleasant
Period - January 16, 2017 through January 22, 2017

Category	Code	Description	Twp	Resp	City
Fire	100	Fire, Other			
	111	Building Fire			
	112	Fires in Structures other than a Building			
	113	Cooking Fire	1	15	
	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			
	137	Camper or Recreational Vehicle (RV) Fire			
	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			
	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	2	5	
	322	Motor Vehicle Acc. W/ Injuries			
	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			1
	411	Gasoline or Other Flammable Spill			
	412	Gas Leak (natural gas or LPG)	1	2	
	413	Oil of Combustible Liquid Spill			
	423	Refrigeration Leak			
	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			1

	445	Arcing, shorted electrical equipment			
	451	Biological hazard, confirmed or suspected			
	461	Building or Structure Weakened or Collapsed			
	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			1
	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	1	3	
	721	Bomb Scare - No Bomb			
	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			
	736	CO detector activation due to malfunction			
	740	Unintentional transmission of alarm, other			
	741	Sprinkler activation, no fire			
	743	Smoke Det. Activation - Unintentional	1	2	
	744	Detector activation, no fire			1
	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	27	7

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

Charter Township of Union



To: Township Board of Trustees
From: Mark Stuhldreher, Township Manager
Subject: Policy Governance Review
Date: January 30, 2017

Policy Review: 2.2 Treatment of Staff
Type of Review: Internal
Review Interval: Annual
Review Month: February, 2017

Policy Wording

With respect to the treatment of paid and volunteer staff, Township Management may not cause or allow conditions that are unfair, undignified, disorganized and unclear or violate collective bargaining agreements.

Manager Interpretation

Manager interprets this policy to indicate that township management shall operate with written personnel rules which are available to staff and which are clear, provides for effective handling of grievances, protects staff against wrongful conditions, protects against nepotism and grossly preferential treatment for personal reasons, and allows for diverse opinions on issues. Further, an appropriate level of cross training will exist so employees can provide basic information and services to consumers. Conscious violation of collective bargaining Agreements by the employer shall not occur. Conversely, the Manager shall hold the bargaining group accountable for following the Agreement.

Justification of Reasonability of Interpretation

Use of written personnel and administrative policies and adherence to the collective bargaining agreement provide for consistent and fair treatment of staff and volunteers when dealing with various and disparate situations.

Data

- Collective bargaining agreements are adhered to and when there are questions of interpretation, the grievance process is followed.
- Training opportunities are provided to all staff which has included BSA software training, position relevant training for the Finance Director, Rental Inspector, Assessor and others.
- Bi-weekly staff meetings are held with the Township Manager
- One-on-one meetings are held with the Township Manager on a weekly or bi-weekly basis as appropriate
- It is noted that the Personal and Administrative Policy document is in need of updating.

Compliance

The Township Management Team is in compliance with the policy as stated.

2.2 POLICY TITLE: *TREATMENT OF STAFF*

With respect to the treatment of paid and volunteer staff, Township Management may not cause or allow conditions which are unfair, undignified, disorganized, unclear or violate collective bargaining agreements.

Further, without limiting the scope of the foregoing by this enumeration, Management shall not:

- 2.2.1 Operate without written personnel rules which: (a) clarify rules for staff, (b) provide for effective handling of grievances, and (c) protect against wrongful conditions, such as nepotism and grossly preferential treatment for personal reasons.
- 2.2.2 Discriminate against any staff member for non-disruptive expression of dissent.
- 2.2.3 Prevent staff from grieving to the board when (A) internal grievance procedures have been exhausted and (B) the employee alleges that board policy has been violated to his or her detriment.
- 2.2.4 Operate without an appropriate level of cross-training so that employees can provide basic information and service to consumers.
- 2.2.5 Fail to acquaint staff with the Township Manager's interpretation of their protections under this policy.

REQUEST FOR TOWNSHIP BOARD ACTION

To: Board of Trustees **DATE:** 01/31/2017
FROM: Twp Planner/Assessor Peter Gallinat,
Patricia DePriest **DATE FOR BOARD CONSIDERATION:** 02/08/2017

ACTION REQUESTED: Approval to publish notice of public hearing for Ordinance 2017-01 for adoption on 02/22/2017. Tonight's meeting serves as an introduction or first reading of the proposed Ordinance amendment. If the board does so choose to adopt the amendment the motion would be to publish a notice for a public hearing on the adoption of Ordinance 2017-01 at the Board's next regular scheduled meeting on 02/22/2017. The board will not vote to adopt the amendment until the February 22, 2017 meeting.

Current Action Emergency _____

Funds Budgeted: If Yes _____ Account # _____ No _____ N/A _____ X _____

Finance Approval _____

BACKGROUND INFORMATION

On March 10, 1967 the State Housing Development Authority Act of 1966 became effective. The act addressed a number of issues related to housing in the state. One issue among them was the exemption of housing projects from taxes. Chapter 1 Section 125.1415a one (1) through eight (8) describes the process.

On March 8, 2000 the Charter Township of Union adopted Ordinance 2000-01. The Ordinance would be known as the "Charter Township of Union Ordinance No. 2001-01, Section 42 Tax Exemption Ordinance for the Sterling Group." This would be an Ordinance to provide for a service charge in lieu of taxes for a proposed multiple family dwelling project for persons of low income to be assisted pursuant to the provisions of the State Housing Development Authority Act of 1966, as amended.

The Township Ordinance establishes the annual service charge under Part 147 Section 5. The annual service charge would consist of ten (10) percent of the collections from the total Annual Shelter Rent during the period from January 1 through December 31 of each year. Beginning in 2002 the annual service charge would not be less than twenty-five thousand dollars (\$25,000) per year. The duration of the Ordinance found in Part 147 Section 10 commences with the tax year of 2001 and ends in the tax year 2021.

Arbors at Eagle Crest is a multiple family dwelling development located off of Isabella Road in the Charter Township of Union. The development was constructed in 2 phases. The first phase being closest to the road and the second phase located further off the road on the back of the property. Phase 1 of the development was approved by the Township Planning Commission in March of 2000. A condition of the approval was a Special Use Permit for Multiple-family dwellings of five or more units. This SUP was granted in April of 2000 by the Board of Trustees.

Eagle Crest LDHA LLC is currently in the process of purchasing phase 1 of the Arbors at Eagle Crest. This is a subgroup entity under LARC Community Development Group. Ownership of Phase II of the development will remain with the current owners. Eagle Crest LDHA LLC has requested no changes to the Ordinance as it relates to the amount of the service charge or duration of the ordinance.

SCOPE OF SERVICES

In order for the State of Michigan to approve a payment in lieu of taxes local approval must first be granted by adoption of an Ordinance. An Ordinance was adopted in 2000. The following amendments allow for Eagle Crest LDHA LLC to provide the same level of service for low income residents of Arbors at Eagle Crest Apartments.

- Section I Name: replace “Sterling Group” with “LARC Community Development Group”
- Section III Definitions H: remove Arbors at and replace “Limited Partnership” with “Limited Liability Company
- Section VI Contractual effect of Ordinance: add the language “a contract” after the word contrary and before the word between.
- Add section XIV-Effective Date: “This Ordinance shall be effective thirty (30) days after publication in a local newspaper of general circulation.”⁵

JUSTIFICATION

In order for Eagle Crest LDHA LLC to be approved by the state of Michigan for a payment in lieu of taxes they must get approval by a local ordinance first. If changes are not made to the Ordinance 2000-01 Eagle Crest LDHA LLC will not be able to complete the process to purchase Phase I of the Arbors at Eagle Crest.

PROJECT IMPROVEMENTS

- This project allows continued multiple-family housing available for current residents of the township. By doing so it provides safety, health, community well-being and the common good.
- Providing housing for low income families in the township continues prosperity through economic diversity, cultural diversity, and social diversity

COSTS

N/A

PROJECT TIME TABLE

FEBRUARY 2017

RESOLUTION

Authorization is hereby given to...

Resolved by _____ Seconded by _____

- Yes:
- No:
- Absent:

**NOTICE: Charter Township of Union, Isabella County, Michigan
ORDINANCE # 2017-01**

SUMMARY: An Ordinance to amend Ordinance 2000-01, being a service chard in lieu of taxes for a proposed multiple family dwelling for persons of low income to be assisted in pursuant to the provisions of the State Housing Development Authority Act of 1966, as amended

The Charter Township of Union, Isabella County, Michigan, hereby ordains:

SECTION 1 – Name

This Ordinance shall be known and cited as the “Charter Township of Union Ordinance No. 2017-01, Section 42 Tax Exemption Ordinance for the LARC Community Development Group”, An ordinance to amend the name of Ordinance 2000-01

SECTION III. – Definitions

H. Sponsor means Eagle Crest Limited Dividend Housing Association Limited Liability Company

SECTION VI- Contractual effect of Ordinance

Notwithstanding the provisions of Section 15(a) of the Act to the contrary a contract between the Township and the Sponsor with the Authority as third party beneficiary under the contract, to provide tax exemption and accept payments in lieu of taxes, as previously described, is effectuated by enactment of this Ordinance.

SECTION XIV – Effective Date

This Ordinance shall be effective seven (7) days after publication in a local newspaper of general circulation.

This proposed Ordinance for the Charter Township of Union will be presented for public hearing and adoption by the Union Township Board of Trustees, at a regular meeting on February 22, 2017 at 7:00 p.m. at the Union Township Hall, 2010 S. Lincoln Rd., Mount Pleasant, Michigan. Comments concerning this Ordinance may be made in writing or in person to the Township Board at this address. A true copy of this Ordinance may be obtained or inspected on the township’s website,

<http://www.uniontownshipmi.com/BoardsandCommissions/PublicNotices.aspx>

Lisa Cody, Township Clerk

Ben Gunning, Supervisor

Morning Sun: *Please publish in a display ad in 8 pt. type, on Wednesday 02/15/17
Please send one affidavit of publication.*

Administrative rules: R 125.101 et seq. of the Michigan Administrative Code.

Compiler's note: For transfer of Michigan state housing development authority from Michigan strategic fund to department of talent and economic development, see E.R.O. No. 2014-6, compiled at MCL 125.1995.

125.1412 Liberal construction.

Sec. 12. This act, being necessary for and to secure the public health, safety, convenience, and welfare of the citizens of the state, shall be liberally construed to effect its public purposes.

History: Add. 1987, Act 180, Imd. Eff. Nov. 25, 1987.

125.1415 Repealed. 1968, Act 334, Imd. Eff. July 14, 1968.

Compiler's note: The repealed section pertained to nonprofit housing corporation tax exemption and payments in lieu of taxes.

125.1415a Exemption of housing project from taxes; filing certified notification of exemption with local assessing authority; annual service charge; amount; duration of exemption; distribution of payments for public services; exceptions; payment of service charge equal to full amount of taxes; reduced housing charges; "low income persons and families" defined; rules; reimbursement prohibited.

Sec. 15a. (1) If a housing project owned by a nonprofit housing corporation, consumer housing cooperative, limited dividend housing corporation, mobile home park corporation, or mobile home park association is financed with a federally-aided or authority-aided mortgage or advance or grant from the authority, then, except as provided in this section, the housing project is exempt from all ad valorem property taxes imposed by this state or by any political subdivision, public body, or taxing district in which the project is located. The owner of a housing project eligible for the exemption shall file with the local assessing officer a notification of the exemption, which shall be in an affidavit form as provided by the authority. The completed affidavit form first shall be submitted to the authority for certification by the authority that the project is eligible for the exemption. The owner then shall file the certified notification of the exemption with the local assessing officer before November 1 of the year preceding the tax year in which the exemption is to begin.

(2) The owner of a housing project exempt from taxation under this section shall pay to the municipality in which the project is located an annual service charge for public services in lieu of all taxes. Subject to subsection (6), the amount to be paid as a service charge in lieu of taxes shall be for new construction projects the greater of, and for rehabilitation projects the lesser of, the tax on the property on which the project is located for the tax year before the date when construction or rehabilitation of the project was commenced or 10% of the annual shelter rents obtained from the project. A municipality, by ordinance, may establish or change, by any amount it chooses, the service charge to be paid in lieu of taxes by all or any class of housing projects exempt from taxation under this act. However, the service charge shall not exceed the taxes that would be paid but for this act.

(3) The exemption from taxation granted by this section shall remain in effect for as long as the federally-aided or authority-aided mortgage or advance or grant from the authority is outstanding, but not more than 50 years. The municipality may establish by ordinance a different period of time for the exemption to remain in effect.

(4) Except as otherwise provided in this subsection, any payments for public services received by a municipality in lieu of taxes under this section shall be distributed by the municipality to the several units levying the general property tax in the same proportion as prevailed with the general property tax in the previous calendar year. For payments in lieu of taxes collected after June 30, 1994, the distribution to the several units shall be made as if the number of mills levied for local school district operating purposes were equal to the number of mills levied for those purposes in 1993 minus the number of mills levied under the state education tax act, Act No. 331 of the Public Acts of 1993, being sections 211.901 to 211.906 of the Michigan Compiled Laws, for the year for which the distribution is calculated. For tax years after 1993, the amount of payments in lieu of taxes to be distributed to a local school district for operating purposes under this subsection shall not be distributed to the local school district but instead shall be paid to the state treasury and credited to the state school aid fund established by section 11 of article IX of the state constitution of 1963.

(5) Notwithstanding subsection (1), a municipality may provide by ordinance that the tax exemption established in subsection (1) shall not apply to all or any class of housing projects within its boundaries to which subsection (1) applies. If the municipality makes that provision, the tax exemption established in subsection (1) shall not apply to the class of housing projects designated in the ordinance. If the ordinance so provides, the ordinance shall be effective with respect to housing projects for which an exemption has already

been granted on December 31 of the year in which the ordinance is adopted, but not before. A municipality that has adopted an ordinance described in this subsection may repeal that ordinance, and the repeal shall become effective on the date designated in the repealing ordinance.

(6) Notwithstanding subsection (2), the service charge to be paid each year in lieu of taxes for that part of a housing project that is tax exempt under subsection (1) and that is occupied by other than low income persons or families shall be equal to the full amount of the taxes that would be paid on that portion of the project if the project were not tax exempt. The benefits of any tax exemption granted under this section shall be allocated by the owner of the housing project exclusively to low income persons or families in the form of reduced housing charges.

(7) For purposes of this section only, "low income persons and families" means, with respect to any housing project that is tax exempt, persons and families eligible to move into that project. For purposes of this subsection, the authority may promulgate rules to redefine low income persons or families for each municipality on the basis of conditions existing in that municipality.

(8) This state shall not reimburse any unit of government for a tax exemption granted to any housing project under this section.

History: Add. 1968, Act 334, Imd. Eff. July 14, 1968;—Am. 1969, Act 109, Imd. Eff. July 24, 1969;—Am. 1979, Act 49, Imd. Eff. July 7, 1979;—Am. 1982, Act 534, Imd. Eff. Dec. 31, 1982;—Am. 1983, Act 217, Imd. Eff. Nov. 16, 1983;—Am. 1994, Act 363, Imd. Eff. Dec. 27, 1994.

Compiler's note: Section 2 of Act No. 363 of the Public Acts of 1994 provides:

"The provisions of this amendatory act, providing that the exemption from taxes provided in section 15a of this act be limited to ad valorem property taxes, are curative expressing the original intent of the legislature that the exemption extends only to ad valorem property taxes and does not apply to the other taxes levied under Michigan law."

Administrative rules: R 125.101 et seq. of the Michigan Administrative Code.

125.1417 Advisory and other services.

Sec. 17. The authority may provide to any organization or person participating or intending to participate in the development, design, or management of authority-assisted housing or in the contracting or subcontracting of the construction or rehabilitation of authority-assisted housing, such advisory, consultative, technical, training, and educational services as will assist them to more effectively provide authority-assisted housing. Advisory and educational services may include but are not necessarily limited to technical and professional planning assistance, the preparation and promulgation of organizational planning and development outlines and guides, consultation services, training courses, seminars and lectures, the preparation and dissemination of newsletters and other printed materials, and the services of field representatives.

History: 1966, Act 346, Eff. Mar. 10, 1967;—Am. 1968, Act 343, Imd. Eff. July 19, 1968;—Am. 1970, Act 129, Imd. Eff. July 29, 1970;—Am. 1982, Act 534, Imd. Eff. Dec. 31, 1982;—Am. 1983, Act 217, Imd. Eff. Nov. 16, 1983;—Am. 1993, Act 221, Imd. Eff. Oct. 29, 1993.

CHAPTER 2

125.1421 Michigan state housing development authority; creation; composition; appointment, qualifications, and terms of members; vacancy; expenses; certificate of appointment or reappointment; designated resident members; powers vested in members; quorum; actions of authority; findings of fact; meetings; chairperson and vice-chairperson; officers, agents, and employees; delegation of powers and duties; relationship to department of consumer and industry services; "section 8" defined.

Sec. 21. (1) There is created a public body corporate and politic to be known as the "Michigan state housing development authority". The authority shall consist of 3 heads of principal departments of the executive branch of the state government and 4 persons appointed by the governor with the advice and consent of the senate. Excluding the 3 heads of principal departments of the executive branch of state government and the designated resident member described in subsection (2), not more than 2 of the persons appointed shall be members of the same political party. Upon completion of each term, a person shall be appointed for a term of 4 years, except that a vacancy shall be filled for the unexpired term. A member of the authority shall not receive compensation for services but is entitled to the necessary expenses, including traveling expenses, incurred in the discharge of the member's duties. Each member shall hold office until a successor has been appointed and has qualified. A certificate of appointment or reappointment of a member shall be filed with the authority and this certificate shall be conclusive evidence of the proper appointment of that member.

(2) If federal law requires designation of a resident member on the authority, the number of gubernatorially

Part 147

147.000 - SECTION 42 TAX EXEMPTION ORDINANCE Ord. No. 2000-01 Adopted: March 8, 2000

An Ordinance to provide for a service charge in lieu of taxes for a proposed multiple family dwelling project for persons of low income to be assisted pursuant to the provisions of the State Housing Development Authority Act of 1966, as amended.

The Charter Township of Union, Isabella County, Michigan, hereby ordains:

147.001 - Name.

Sec. I This Ordinance shall be known and cited as the "Charter Township of Union Ordinance No. 2000-01, Section 42 Tax Exemption Ordinance for the **Sterling Group.**"

147.002 - Purpose.

Sec. II It is acknowledged that it is a proper public purpose of the State of Michigan and its political subdivisions to provide housing for its citizens of low income and to encourage the development of such housing by providing for a service charge in lieu of property taxes in accordance with the Michigan State Housing Development Authority Act of 1966 (1966 PA 346, as amended, MCLA Section 125.1401, et seq., MSA Section 116.114(l), et seq.). The Township of Union ("Township") is authorized by this Act to establish or change a service charge to be paid in lieu of taxes by any or all classes of housing exempt from taxation under this Act at any amount it chooses not to exceed the taxes that would be paid but for this Act. It is further acknowledged that such housing for persons of low income is a public necessity, and as the Township will be benefitted and improved by such housing, is a valid public purpose; further; that the continuance of the provisions of this Ordinance for tax exemption and the service charge in lieu of taxes during the period contemplated in this Ordinance are essential to the determination of economic feasibility of the proposed housing development ("Development"), which is to be constructed and financed in reliance on such tax exemption ordinance.

The Township acknowledges that the Sponsor of the Development has offered, subject to receipt of an allocation under the Low Income Housing Tax Credit ("LIHTC") provisions of the Internal Revenue Code of 1986, as amended, to erect, own and operate a housing development

on certain property located in the Township to serve persons of low and moderate income and that the Sponsor has offered to pay the Township on account of this housing development an annual service charge for public services in lieu of all taxes.

147.003 - Definitions.

Sec. III All terms shall be defined as set forth in the Act, except as follows:

- A. *Act* means the State Housing Development Authority Act, being Public Act 346 of 1966, of the State of Michigan, as amended.
- B. *Annual shelter rent for rent-restricted units* means the total collections during an agreed annual period from all low income occupants, as provided for herein in section 3.F. [147.003 F.], from the Development representing rent or occupancy charges, exclusive of the portion of said charges attributable to gas, electricity, heat or other utilities furnished to the occupants by the Sponsor.
- C. *Authority* means the Michigan State Housing Development Authority.
- D. *Development* means the proposed multiple-family Housing Development located in the Township of Union, Isabella County, Michigan, on land more particularly described on Exhibit A attached hereto and made a part hereof, to be known as Arbors at Eagle Crest Apartments.
- E. *Housing development* means a development which contains a significant element of housing for persons of low income and such elements of other housing, commercial, recreational, communal and educational facilities as the Authority has determined improves the quality of the development as it relates to housing for persons of low income.
- F. *Low-income persons or families* means those persons and families whose income is sixty (60) percent or less of area median income as adjusted for family size and who are determined to be eligible to move into the Development under the provisions of Section 42, with all units to be rent restricted.
- G. *Section 42* means Section 42 of the Internal Revenue Code of 1986, as amended.
- H. *Sponsor* means Arbors at Eagle Crest Limited Dividend Housing Association Limited Partnership.
- I. *Township* means the Township of Union, Isabella County, Michigan.
- J. *Township resident* means anyone currently residing in the Township or anyone currently working or notified that they are hired to work in the Township.

- K. *Utilities* means fuel, water, sanitary sewer service and/or electrical service which are paid by the Sponsor.

147.004 - Class of housing developments.

Sec. IV It is determined that the class of Housing Developments to which the tax exemption shall apply and for which a service charge shall be paid in lieu of such taxes shall be Section 42 Housing Developments which have received an LIHTC allocation from the Authority pursuant to Section 42. Based on representations and warranties of the Sponsor, it is determined that the Development is a Housing Development eligible for tax exemption provided by Section 15(a) of the Act.

147.005 - Establishment of annual service charge.

Sec. V The Development and the property on which it will be constructed shall be exempt from all property taxes commencing with the first January 1st following (i) the commencement of construction or (ii) compliance by the Sponsor with all requirements imposed on the "owner" by subsection (l) of Section 15(a) of the Act, whichever is later. The Township, acknowledging that the Sponsor and the Authority have established the economic feasibility of the Development in reliance upon the enactment and continuing effect of this Ordinance and the qualification of the Development for exemption from all property taxes and a payment in lieu of taxes as established in this Ordinance, and in consideration of the Sponsor's offer, subject to receipt of a mortgage loan and a LIHTC allocation from the Authority, agrees to accept payment of an annual service charge for public services in lieu of all property taxes. This does not include utilities (water/sewer).

For 2000 and 2001 the annual service charge shall be the total real estate taxes which would otherwise be assessed against the lands and premises on which the Development is to be built if they remained in an unimproved condition. Thereafter, the annual service charge shall consist of the sum of ten (10) percent of the collections from the total Annual Shelter Rent during the period from January 1 through December 31 of each year. Notwithstanding the provisions of the immediately preceding sentences, for all years during which this section is operative, the annual service charge shall be no less than the total real estate taxes which would otherwise be assessed against the lands and premises on which the Development is to be built if they remained in an unimproved condition.

Notwithstanding any other provision in this Section 5 [147.005], the annual service charge shall be not less than twenty-five thousand dollars (\$25,000.00) per year, beginning in the year 2002 and continuing thereafter.

147.006 - Contractual effect of Ordinance.

Sec. VI Notwithstanding the provisions of Section 15(a) of the Act to the contrary between the Township and the Sponsor with the Authority as third party beneficiary under the contract, to provide tax exemption and accept payments in lieu of taxes, as previously described, is effectuated by enactment of this Ordinance.

147.007 - Payment of service charge.

Sec. VII The annual service charge in lieu of taxes as determined under the Ordinance shall be payable in the same manner as general property taxes are payable to the Township except that the annual payment shall be paid on or before December 31 of each year. The Township shall compute the real estate taxes and invoice the Sponsor no later than December 31 for the total service charge due December 31.

147.008 - Preference to Township residents.

Sec. VIII To the extent permissible under federal, state or local fair housing laws, the Sponsor shall give preference for occupancy of the Development to qualified applicants who are Township residents.

147.009 - Benefits.

Sec. IX The benefits of the tax exemption granted pursuant to this ordinance shall be allocated by the Sponsor exclusively to the Low Income Persons or Families of the Development in the form of reduced rent. The Sponsor shall, at the request of the Township, submit to the Township such evidence and documentation as may be reasonably necessary to verify Sponsor's compliance with this requirement.

147.010 - Duration.

Sec. X. Commencing with the tax year 2001 and ending with the tax year 2021 this Ordinance shall remain in effect and shall not terminate from the effective date hereof, provided that the Development remains subject to income and rent restrictions pursuant to Section 42 and that construction of Development commences on or before December 31, 2001.

147.011 - Audits; inspection of records.

Sec. XI Subject to any limitations imposed by law, the Sponsor shall provide to the Township such accounting records, audits and financial reports as the Township shall reasonably require to verify the computation of the annual service charge as provided by this Ordinance. Subject to any limitations imposed by law, the books and records of the Sponsor pertaining to the Development shall be available for review and audit by the Township at all reasonable times.

147.012 - Lien.

Sec. XII Annual service charges payable pursuant to this Ordinance shall be a lien on the Development, and, if delinquent, shall be collected and enforced in the same manner as general property taxes.

147.013 - Severability.

Sec. XIII The various sections and provisions of this Ordinance shall be deemed to be severable, and should any section of this Ordinance be declared by any court of competent jurisdiction to be unconstitutional or invalid, the same shall not affect the validity of the Ordinance as a whole or any section or provision of this Ordinance other than the Section or provision so declared to be unconstitutional or invalid.



REQUEST FOR TOWNSHIP BOARD ACTION

TO: Board of Trustees	DATE: 02/01/2017
FROM: Twp Planner Peter Gallinat	DATE FOR BOARD CONSIDERATION: 02/08/2017
ACTION REQUESTED: Hold a first reading and approval to publish notice of public hearing for Ordinance 2017-02 for adoption on 02/22/2017 as it relates to a change in the zoning map.	

Current Action _____ Emergency X

Funds Budgeted: If Yes _____ Account # _____ No _____ N/A X

Finance Approval _____

BACKGROUND INFORMATION

On December 20, 2016 the Charter Township of Union Planning Commission reviewed a rezoning request from Mr. Robert Myers. The request was to rezone his property at 4572 E. Valley Rd. from R-1 (Rural Residential) to AG (Agricultural). The applicant desire for the rezone was to construct a 70' x 130' accessory building in excess of 12' in height. A Public hearing was held on December 20, 2016. No comment in opposition to the rezone was made at the public hearing. One neighbor before the meeting was held called to say they preferred the zoning to stay residential. After hearing from both township staff and the applicant the Planning Commission voted to recommend approval of the rezone request. The Planning Commission determined the new AG zone would remain harmonious to the surrounding properties. It was convenient for the applicant as allowed in Section 4.1 of the Zoning Ordinance. The change comports with the Future Land Use Map of the Township Master Plan.

The rezone request was then forwarded to the Isabella County Planning Commission for review as required by the Township Ordinance. The County Planning Commission reviewed the rezone request on January 12, 2017. County staff noted that the request appeared to be consistent with Township's Master Plan. The County Planning Commission had no comments on the request. The next step in the process is for the Board of Trustee's to consider the request for adoption. Tonight's meeting serves as an introduction or first reading of the proposed Ordinance to amend the Zoning Map. If the board does so choose to adopt the amendment the motion would be to publish a notice for a public hearing on the adoption of Ordinance 2017-02 at the Board's next regular scheduled meeting on 02/22/2017. Note that the Township board will not actually vote to adopt the amendment until the February 22, 2017 meeting.

SCOPE OF SERVICES

This is done in a 3 step process. The first step is to introduce the Ordinance at a board meeting to hold a 1st reading. At this first meeting the board votes to publish for a public hearing on the adoption of said Ordinance. The second step is to hold that public hearing for the adoption of the Ordinance at the next Township board meeting. At the next Township board meeting the board votes to adopt the Ordinance and publish a notice of the adoption. The publishing of a notice of adoption is the third and final step of the Ordinance process for the Township Board.

JUSTIFICATION

The rezoning request has been recommended for approval by the Township Planning Commission. The Isabella County Planning Commission had no comments on the rezone request.

PROJECT IMPROVEMENTS

The following Board of Trustees goals are addressed with the request
(from Policy 1.0: Global End)

1. Community well-being and common good.

COSTS

PROJECT TIME TABLE

RESOLUTION

Authorization is hereby given to...

Resolved by _____ Seconded by _____

Yes:
No:
Absent:



COMMUNITY DEVELOPMENT
200 North Main, Mt. Pleasant, MI 48858

Phone: (989) 773-4061
Fax: (989) 775-6681

January 13, 2017

Peter Gallant
Union Township Zoning Administrator
2010 S Lincoln
MT Pleasant, MI 48858

RE: Union Township Map Amendment

Mr. Gallinat,

Please be advised that the Isabella County Planning Commission reviewed the map amendment relating to parcel #14-002-20-009-00 at their January 12, 2017 meeting. The Planning Commission had no comments on the amendment. Attached is the excerpt of the unapproved minutes of the meeting related to the review.

If you have any questions, please don't hesitate to contact me.

Sincerely,

Ray Johnson
Planner/Zoning Administrator

PREVIOUS MINUTES

Minutes of the December 2016 regular meeting were circulated to the commission prior to the meeting for their review.

A motion was made by Mr. O'Neil supported by Mr. Murphy to approve the minutes as presented.

Yes Nancy White, Jeremy Murphy, Jim Horton, Tim O'Neil, Phillip Vogel

No: None

Motion carried

LIAISON REPORTS

Zoning Board of Appeals – None

Parks & Recreation – None

Board of Commissioners – Mr. Horton reported that the last Commissioners meeting was an organizational meeting. Chairperson will be Mr. Green and Vice Chair Mr. Ling. Mr. Horton also reported that the DEQ is now heavily involved in the E-Coli situation and a letter was sent to Nottawa Township asking for a plan of action.

TOWNSHIP CONCERNS

Denver – Jackie Curtis had nothing to report.

Gilmore - Tom Gibbs had nothing to report.

PUBLIC COMMENT - None

PLANNING COMMISSION ANNUAL REPORT

Mr. Nieporte reviewed the 2016 Planning Commission Annual Report. Consensus was made to accept the report and forward it on the Board of Commissioners.

UNION TOWNSHIP MAP AMENDMENT REVIEW

Union Township forwarded a map amendment to the Isabella County Planning Commission for review. Staff noted it appeared consistent with Union Township's Master Plan.

The board had no comment on these amendments.

Mr. Nieporte stated that staff will forward to Union Township a letter stating that the Commission has reviewed the amendment and has no comments.

DISCUSSION ON ELECTRONIC MESSAGE BOARDS

Mr. Nieporte stated that our office recently had two inquires on electronic message boards. At this time our zoning ordinance does not allow electronic message boards other than those displaying date, time and temperature or items for sale within the establishment. After staff researched the surrounding area it was determined that the trend seems to be going towards electronic message boards. Staff gathered some general criteria that would have to be changed within the Zoning ordinance to make allow for electronic message boards.

1. Modify the definition of an electronic message board.
2. Allow for electronic message boards, 24 square feet in size in all districts.
3. Within the Commercial and Industrial districts the electronic message board would be limited to 24 sq. ft of the currently allowed 80 sq. ft.

Board discussion took place.

After discussion the Board set a public hearing scheduled for the next meeting February 9, 2017 at 7:00 p.m.

DISCUSSION ON AGRICULTURAL TOURISM/WEDDING AND EVENT FACILITIES

Mr. Nieporte informed the board that staff researched Agricultural Tourism as requested.

It was found that Ag Tourism was tied to functions to market the farm or farm products. After research staff concluded that Agricultural Tourism and Wedding and Event Facilities are two different activities.

Staff recommended to modify the zoning ordinance with the following changes;

1. Agricultural Tourism as listed and defined to be deleted.
2. Separate: Cider Mills, Wineries, U-pick Operations and other similar uses to be permitted in all agricultural districts.
3. Add Indoor/Outdoor Entertainment Facilities (such as wedding/event facilities) as a special land use in the AG-2 and AG-3 districts and add (at a minimum) the following criteria
 - a. The parcel shall be a minimum of 40 acres.
 - b. The use shall maintain the rural and agricultural characteristic of the area and shall maintain a minimum of 50% open space which does not include required parking and other outdoor activities.
 - c. All indoor and outdoor entertainment activities (including parking areas) shall take place no closer than 100 feet to a property line, 1320 feet to a residential use, and ½ mile to a residential district.

CHARTER TOWNSHIP OF UNION
Planning Commission
Regular Meeting

A regular meeting of the Charter Township of Union Planning Commission was held on December 20, 2016 at the Township Hall.

Meeting was called to order at 7:02 p.m.

Roll Call

Present: Fuller, Mielke, Robinette, Squatrito, Strachan, and Woerle

Excused: LaBelle, McGuirk & Zerbe

Others Present

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

Approval of Minutes

Robinette moved **Mielke** supported the approval of the November 15, 2016 meeting minutes as presented. **Vote: Ayes: 6 Nays: 0. Motion carried.**

Correspondence / Reports

Board of Trustees – **Woerle** updated that he was named the Board of Trustee Representative to the Planning Commission and **Bryan Mielke** was named the Planning Commission Representative to the Zoning Board of Appeals.

ZBA – **Mielke** updated on approved sign variance for ICCU at December 14, 2016 meeting.

Approval of Agenda

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

Public Comment – Open 7:12 p.m.

No comments.

New Business

A. Public Hearing: REZ 2016-01 Robert Myers / Rezone from R1 to AG
Location: 2260 E. Remus Rd.

Peter Gallinat gave a brief history: The property is currently zoned is R1 (Rural Residential District). Adjacent zoning of the property (R1 to the North, R1 to the East, I1 to the West across the highway, I1 to the South). The Township's future land use/intent is Agriculture A2.

Public Notice was read by Township Planner, Gallinat

Public Hearing open 7:19 p.m.

No comments.

B. REZ 2016-01 Robert Myers / Rezone from R1 to AG
Location: 2260 E. Remus Rd.

Woody Woodruff represented the applicant, Robert Myers, in the rezoning request REZ 2016-01. He stated that the applicant currently has a one family dwelling with an existing accessory building on the property. The applicant desires a second accessory building; he acknowledged section 4.1 from the zoning ordinance allows this convenience.

Discussion was held by the Planning Commissioners.

Robinette moved **Strachan** supported to recommend REZ 2016-01 Robert Myers / Rezone from R1 to AG to the Board of Trustees as this rezone remains harmonious to the surrounding property, this convenience is allowed to the property owner found in section 4.1 in the zoning ordinance, and the future land use shows this property to be zoned AG. **Vote: Ayes: 6 Nays 0. Motion carried.**

A. Adoption of the 2017 Planning Commission Meeting Schedule

Woerle moved **Robinette** supported to approve the 2017 Planning Commission Meeting Schedule. **Vote: Ayes: 6 Nays 0. Motion carried.**

Old Business

Down shield Lighting was brought up by the Commissioners requesting to have the Planner, Peter Gallinat, draft an ordinance. Per the request of the Planning Commission, Township Manager, Mark Stuhldreher addressed the Commissioners to answer sub-committee questions. Discussion by Commissioners resulted in a sub-committee (Mielke & Squatrito) to work with Peter Gallinat to draft a lighting ordinance with the anticipation it will presented at the February 2017 meeting.

Other Business

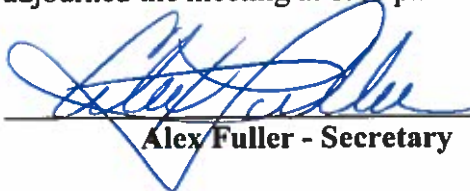
Peter Gallinat mentioned a special meeting to be set up to include LSL (Master Plan update) and the Board of Trustees to work on the Master Plan. Peter will work with LSL and the Board of Trustees to set the Special Meeting.

Extended Public Comment –open 8:40 p.m.

No comments.

Adjournment – Chairman Squatrito adjourned the meeting at 8:40 p.m.

APPROVED BY:



Alex Fuller - Secretary

(Recorded by Jennifer Loveberry)

NOTICE: Charter Township of Union, Isabella County, Michigan
ORDINANCE # 2017-02
Rezoning

SUMMARY: An Ordinance to amend the Zoning Map of the Charter Township of Union Zoning Ordinance, being Ordinance 1991-5, as amended. This Ordinance rezones property located at 4572 E. Valley Rd. in Section 20 ,T14N-R4W, Union Township, Isabella County, State of Michigan from R1(Rural Residential) to AG (Agricultural)

The Charter Township of Union, Isabella County, Michigan, hereby ordains:

SECTION 1 – Amendments
SECTION III. – Title
SECTION VI- Severability
SECTION XIV – Effective Date

This proposed Ordinance for the Charter Township of Union will be presented for public hearing and adoption by the Union Township Board of Trustees, at a regular meeting on February 22, 2017 at 7:00 p.m. at the Union Township Hall, 2010 S. Lincoln Rd., Mount Pleasant, Michigan. Comments concerning this Ordinance may be made in writing or in person to the Township Board at this address. A true copy of this Ordinance may be obtained or inspected on the township’s website,

<http://www.uniontownshipmi.com/BoardsandCommissions/PublicNotices.aspx>

Lisa Cody, Township Clerk

Ben Gunning, Supervisor

Morning Sun: *Please publish in a display ad in 8 pt. type, on Wednesday 02/15/17*
Please send one affidavit of publication.

BASELINE RD

US 127

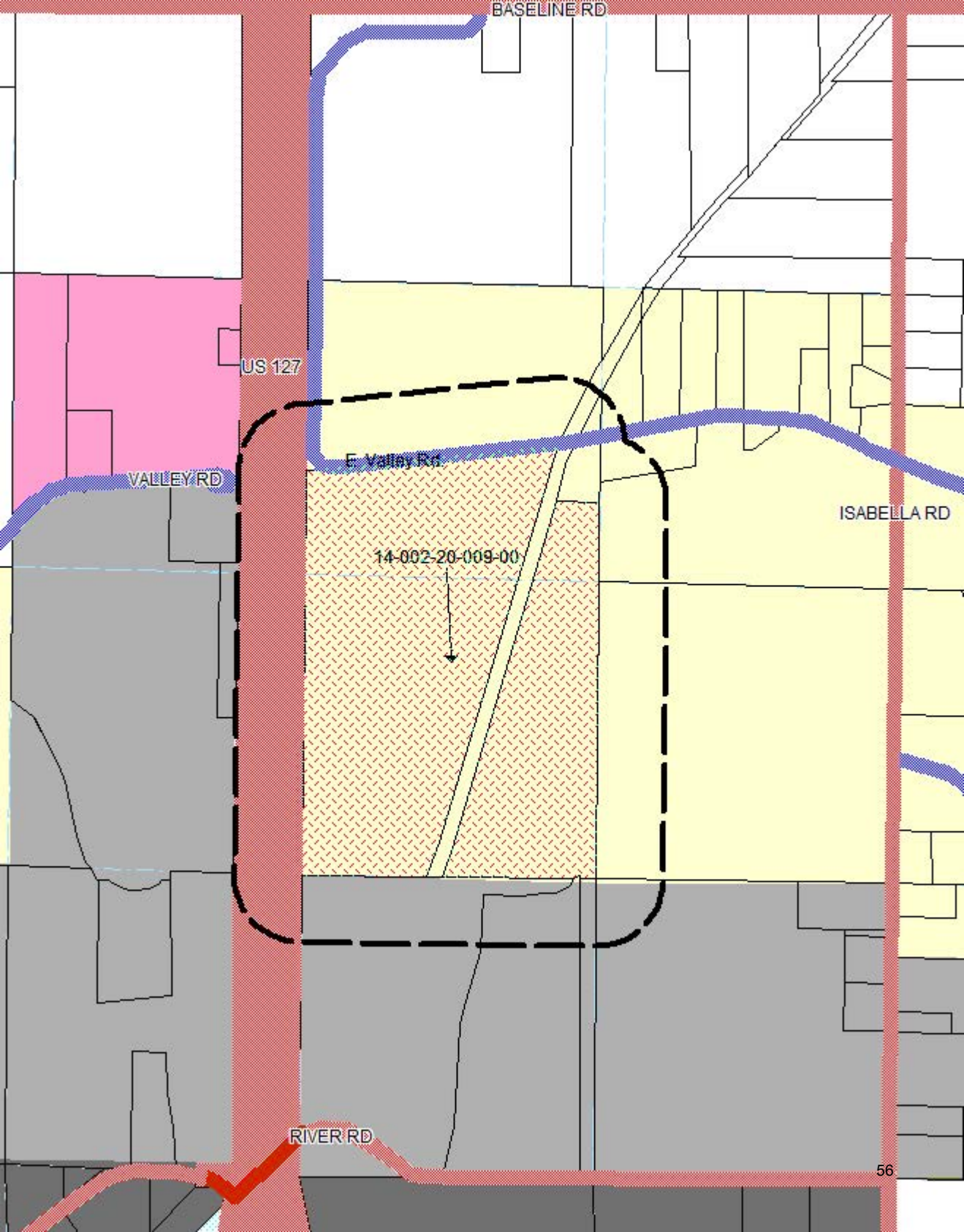
VALLEY RD

E Valley Rd.

ISABELLA RD

14-002-20-009-00

RIVER RD





REQUEST FOR TOWNSHIP BOARD ACTION

To: Mark Stuhldreher – Township Manager **DATE:** January 27, 2017
FROM: Board of Trustees **DATE FOR BOARD CONSIDERATION:** February 8, 2017
ACTION REQUESTED: Authorization is requested allowing the Township Manager to execute an equipment lease agreement with Pitney Bowes regarding the postage meter.

Current Action Emergency

Funds Budgeted: If Yes Account # 101-265-940.100 No N/A

Finance Approval MDS

BACKGROUND INFORMATION

The Charter Township of Union leases the postage meter from Pitney Bowes. Existing lease expires March 29, 2017. This lease is secured under the cooperative lease agreement program between the State of Michigan and Pitney Bowes whereby the pricing offered to state departments is provided to political subdivisions within the state.

SCOPE OF SERVICES

Lease of postage meter and maintenance are included in the quarterly lease payment.

JUSTIFICATION

The postage is meter is needed to affix proper postage amounts to all outgoing mail. Absent the equipment, most mailings would require a trip to the post office.

PROJECT IMPROVEMENTS

The following Board of Trustees goals are addressed with this request (from Policy 1.0: Global Ends)

1. Community well-being and common good

COSTS

The annual lease amount is \$1,816.56 and is paid in quarterly installments of \$454.14.

PROJECT TIME TABLE

The term of the lease is 36 months.

RESOLUTION

Authorization is hereby given to the Township Manager to execute an equipment lease agreement with Pitney Bowes in the amount of \$1,816.56 in order to lease a postage meter.

Resolved by _____ Seconded by _____

- Yes:
- No:
- Absent:

Your Signature Below

By signing below, you agree to be bound by your State's/Entity's/Cooperative's contract, which is available at www.pb.com/states and is incorporated by reference. The terms and conditions of this contract will govern this transaction and be binding on us after we have completed our credit and documentation approval process and have signed below.

WSCA/NASPO ADSP011-00000411-7; 071B3200013
State/Entity's Contract #

Lessee Signature

Print Name

Title

Date

Email Address

Pitney Bowes Signature

Print Name

Title

Date

Sales Information

Lori Damato	lori.damato@pb.com
Account Rep Name	Email Address

Charter Township of Union
2016 Board Member Per Meeting Pay Rates

Board Type	Regular Member	Chair or Secretary
Planning Commission	65.00	70.00
Zoning Board of Appeals	65.00	70.00
Economic Development Authority	0.00	0.00
Board of Review	125.00	N/A
Sustainability	0.00	0.00
Construction Board of Appeals	0.00	0.00

Charter Township of Union



To: Board of Trustees
From: Mark Stuhldreher, Township Manager *MDS*
Subject: Recap of January Goals, Objective and Priorities Meeting
Date: February 2, 2017

As a follow up to the January 11, 2017, board meeting on goals, objectives and priorities and to assist the Board with your continued discussion regarding this topic, please see the attached table.

For each board member, I listed the various items mentioned as goals/objectives/priorities. Following that, I color coded the items to highlight commonality across the individual board members. Finally, I took these items that were common across more than one board member and aligned the item to one or more of the six (6) "Ends" found in the Board Governance Policy.

As a disclaimer, I apologize if I missed anyone's comments and, while I recognize the subjectivity involved, I am hopeful that this recording of the discussion from the January meeting will assist you as you continue the work of establishing the Board goals, objectives and priorities.

Trustee "Goals/Objectives/Priorities" articulated at Jan 2017 meeting

<u>Norm</u>	<u>Lisa</u>	<u>Tim</u>	<u>Phil</u>
Water quality: calcium/hardness	Water	Information dissemination and receipt of info from citizen	Water quality: hardness/calcium
Roads/infrastructure	Roads	Roads	Street lighting
Sidewalk/pathways	Pathways	Pathways and linkage (connectivity)	Storm water management
Storm water management	Recycling	Fire contract understanding	
Trash collection		Excellence in service delivery	
Recycling		Ethics	
Traffic speed in residential		Policy Governance review	
Oversaturation of student housing		Water	
Code enforcement		Natural Environment	
Information dissemination			
<u>Bill</u>		<u>Ben</u>	
Building Official		FT Building Official	
Emergency Shelter		On top of 2% tribal request	
Parks and Recreation		Face book page-information dissemination	
		Water quality: calcium/hardness	
		Road funding	
		Storm water plan	
		Information receiving and sharing	

Manager Observations: How much above can we impact unilaterally v. needing partners (e.g. roads); Do these align with "Ends" (need to change Ends?); Existing level of organizational capacity to make these happen (facility and staffing constraints: count and skill set)-adequacy; Most of above is capital intensive- any impact on recurring operational expense; Compare to citizen survey

ENDS

Natural Environment	Health	Commerce
Recycling/Natural Environment(2)	Water/Water quality: calcium/hardness(5)	Building Official and Code Enforcement
Storm water management(2)	Sidewalk/pathways(3)	
Safety	Community well-being and common good	
Sidewalk/pathways/Linkage(3)	Information receiving and sharing(3)	
Building Official and Code Enforcement(3)	Building Official and Code Enforcement	
Roads/Infrastructure(4)		

Prosperity Through economic, cultural, social diversity

REQUEST FOR TOWNSHIP BOARD ACTION

TO: Board of Trustees **DATE:** February 1, 2017
FROM: Mark Stuhldreher, Township Manager **DATE FOR BOARD CONSIDERATION:** 02/08/2017
ACTION REQUESTED: Board of Trustees annual review of Board Governance Policy No. 3.2

Current Action Emergency

Funds Budgeted: If Yes Account # _____ No N/A

Finance Approval _____ *MDS* _____

BACKGROUND INFORMATION

The Board Governance Policy was originally adopted in 2010 with subsequent amendments in 2013 and 2014. The purpose of the Policy is to assist the Board of Trustees in the execution of their duties as a policy making body. Through the articulation of various policies within the totality of the document, the Board of Trustees is encouraged to focus on long term organizational outputs and the discharge of its fiduciary responsibilities.

Certain policies, such as Policy 3.2 (Board Job Description), are to be reviewed and monitored for compliance on an annual basis. In this case, the annual review is to occur in the month of February.

Attached to this memo is an evaluation form that can be used for the review/discussion of Policy No. 3.2.

Board Policy 3.2 - Board Job Description

Specific job outputs of the board, as an informed agent of the ownership, are those that ensure appropriate organizational performance.

SCOPE OF SERVICES

Not applicable

JUSTIFICATION

An annual review of Board Policies allows for the Board of Trustees to monitor itself regarding adherence to policies that apply to the Board of Trustees.

PROJECT IMPROVEMENTS

The following Board of Trustees goals are addressed in this review (From Policy 1.0: Global End)

- Community well-being and common good
- Prosperity through economic diversity, cultural diversity , and social diversity
- Safety
- Health
- Natural environment
- Commerce

COSTS

Not applicable

PROJECT TIME TABLE

Not applicable

RESOLUTION

Not applicable

Policy: 3.2 Board Job Description
Type: Internal
Occurrence: Annual
Date: February, 2017

Policy Wording

3.2 POLICY TITLE: BOARD JOB DESCRIPTION

Specific job outputs of the board, as an informed agent of the ownership, are those that ensure appropriate organizational performance.

Accordingly, the board has direct responsibility to create:

- 3.2.1 The link between the ownership and the operational organization.
- 3.2.2 Written governing policies that address the broadest levels of all organizational decisions and situations.
 - 3.2.2.1 Ends: Organizational products, impacts, benefits, outcomes, recipients, and their relative worth (what good for which recipients at what cost).
 - 3.2.2.2 Executive Limitations: Constraints on executive authority that establish the prudence and ethics boundaries within which all executive activity and decisions must take place.
 - 3.2.2.3 Governance Process: Specification of how the board conceives, carries out and monitors its own task.
 - 3.2.2.4 Board - Township Management Linkage: How power is delegated and its proper use monitored; the Township Management role, authority and accountability.
- 3.2.3 Assurance of successful Township Management performance.

Use this evaluation form for discussion at the Board of Trustees Meeting on February 8, 2017.

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

1. Indicate item by item if you believe Yes or No if the Board is in compliance with the policy as stated.

2. If you indicated that the Board is not in compliance with the policy as stated, please indicate what you notice that gives evidence that the Board is not in compliance.

3. How do you think the Board could improve the process to be in full compliance?

4. What does the Board need to learn or discuss in order to live by our policies more completely?