



BOARD OF TRUSTEES
Regular Meeting
March 28, 2018
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
 1. Board of Trustee Representative to the Planning Commission
10. CONSENT AGENDA
 - A. Communications
 - B. Minutes – March 12, 2018- regular meeting
 - C. Accounts Payable
 - D. Payroll
 - E. Meeting Pay
 - F. Fire Reports
 - G. Policy Governance 2.5.10 Cash Flow Ratio
11. NEW BUSINESS
 - A. Discussion/ Action: (Smith) Award bid for electrical relocation and upgrade to Block Electric at the Isabella Treatment Facility in preparation for office remodel
 - B. Discussion/ Action: (Smith) Award bid for 2018 Sanitary Sewer Manhole Rehabilitation to Culy Contracting
 - C. Discussion/ Action: (Smith) Award bid to Divine Power Inc. for demolition and removal of decommissioned iron removal filter located at Isabella Treatment Facility for office remodel at this site
 - D. Discussion: (Trustees) Building Official Discussion
 - E. Discussion: (Gunning) McDonald Rd. Lift Station
12. EXTENDED PUBLIC COMMENT: Restricted to 5 minutes regarding any issue
13. MANAGER COMMENTS
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			11/20/2020
2-Chair	Phil	Squattrito	2/15/2020
3- Vice Chair	Bryan	Mielke	2/15/2021
4-Secretary	Alex	Fuller	2/15/2020
5 - Vice Secretary	Mike	Darin	2/15/2019
6	Stan	Shingles	2/15/2021
7	Ryan	Buckley	2/15/2019
8	Denise	Webster	2/15/2020
9	Doug	LaBelle II	2/15/2019
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	2/18/2021
3-Vice Secretary	Jake	Hunter	12/31/2019
4	Andy	Theisen	12/31/2019
5	Paul	Gross	12/31/2018
Alt. #1	John	Zerbe	12/31/2019
Alt. #2	Taylor	Sheahan-Stahl	2/15/2021
Board of Review (3 Members) 2 year term			
#	F Name	L Name	Expiration Date
1	Doug	LaBelle II	12/31/2018
2	James	Thering	12/31/2018
3	Bryan	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			
#	F Name	L Name	Expiration Date
1	Colin	Herron	12/31/2019
2	Richard	Klumpp	12/31/2019
3	Andy	Theisen	12/31/2019
Hannah's Bark Park Advisory Board (2 Members from Township) 2 year term			
1	Mark	Stuhldreher	12/31/2018
2	John	Dinse	12/31/2019
Chippewa River District Library Board 4 year term			
1	Ruth	Helwig	12/31/2019
2	Lynn	Laskowsky	12/31/2021



Board Expiration Dates

EDA Board Members (11 Members) 4 year term			
#	F Name	L Name	Expiration Date
1	Thomas	Kequom	4/14/2019
2	James	Zalud	4/14/2019
3	Richard	Barz	2/13/2021
4	Robert	Bacon	1/13/2019
5	Ben	Gunning	11/20/2020
6	Marty	Figg	6/22/2018
7	Sarvjit	Chowdhary	1/20/2022
8	Cheryl	Hunter	6/22/2019
9	Vance	Johnson	2/13/2021
10	Michael	Smith	2/13/2021
11	Mark	Perry	3/26/2018
Mid Michigan Area Cable Consortium (2 Members)			
#	F Name	L Name	Expiration Date
1	Kim	Smith	12/31/2020
2	Vacant		
Cultural and Recreational Commission (1 seat from Township) 3 year term			
#	F Name	L Name	Expiration Date
1	Brian	Smith	12/31/2019
Sidewalks and Pathways Prioritization Committee (2 year term)			
#	F Name	L Name	Expiration Date
1 BOT Representative	Phil	Mikus	7/26/2019
2 PC Representative	Denise	Webster	8/15/2018
3 Township Resident	Sherrie	Teall	8/15/2019
4 Township Resident	Jeremy	MacDonald	10/17/2018
5 Member at large	Barbara	Anderson	8/15/2019

2017 CHARTER TOWNSHIP OF UNION
Board of Trustees
Regular Meeting

A regular meeting of the Charter Township of Union Board of Trustees was held on March 14, 2018 at 7:00 p.m. at Union Township Hall.

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

Roll Call

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

Excused: Trustee Woerle

Approval of Agenda

Mikus moved **Hauck** supported to approve the agenda as amended: add Discussion of the Building Department. **Vote: Ayes: 6 Nays: 0. Motion carried.**

Presentations

Jim McBryde presented the 2017 Annual Report from the Middle Michigan Development Corporation.

Public Hearings

Open 7:22 p.m.

- A. Ordinance 2018-01: Rezone .68 acres from I-2 to R-1 PID 14-010-30-003-03 (N. Harris / Crawford Rd.)**

No comments were offered.

Closed 7:22 p.m.

Public Comment - open 7:22 p.m.

Reports/Board Comments

Mikus – Sidewalk/Pathway Prioritization Committee updates.

Cody – Mt. Pleasant City Commission updates.

Lannen – Isabella County Commission updates.

Gunning – Commented that he observed the Board of Review and praised how well the meeting was run. Also, reported on the Board of Determination meeting that was held at the Isabella County Drain Commission regarding the Mission Creek Drain.

Rice – Apologized for missing the last Board Meeting and reported that she reviewed the meeting on MAC TV.

Consent Agenda

- A. Communications
- B. Minutes February 28, 2018 – Regular Meeting
- C. Accounts Payable
- D. Payroll
- E. Meeting Pay

F. Fire Reports

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

BOARD AGENDA

A. Discussion/ Action: (Gallinat) Adopt Ordinance 2018-01: Rezone .68 acres from I-2 to R-1 PID 14-010-30-003-03 (N. Harris /Crawford Rd.)

Lannen moved **Cody** supported to adopt Ordinance 2018-01 along with publishing a notice of adoption of Ordinance 2018-01 in the newspaper. **Roll Call Vote: Ayes: Gunning, Cody, Hauck, Lannen, and Mikus. Nays: 0. Motion carried.**

B. Discussion / Action: (Gallinat / DePriest) Approve Land Division for Parcel 37-14-026-10001-00 Location: 4097 E. Bluegrass Rd. / Target Store

Lannen moved **Hauck** supported to approve the land division for parcel #37-14-026-10-011-00 located at 4097 E. Bluegrass Rd. Target Store Parcel. **Roll Call Vote: Ayes: Gunning, Cody, Hauck, Lannen, and Mikus. Nays: 0. Motion carried.**

C. Discussion: Building Department

Gunning moved **Cody** supported to add discussion of the Building Department on the 3/28/18 Board of Trustees Agenda. **Vote: Ayes: 6 Nays: 0. Motion carried.**

EXTENDED PUBLIC COMMENT - Open 8:01 p.m.

Barton Swindlehurst, 1301 S. Lynnwood – Commented on business property 4525 Corporate Dr. asking Board to consider road improvements and also mentioned drainage issues

Russ Alwood, 2435 O’Connor Drive – Thanked the Board for their help with the June 2017 flood, asked for study on McDonald Drive Lift Station.

Patty Schafer, 2187 O’Connor Drive - Thanked the Board for their help with the June 2017 flood, asked for study on McDonald Drive Lift Station.

Courtney Flynn-Busler, 2341 O’Connor Drive – Commented on McDonald Drive Lift Station and voiced drainage concerns.

Lesley Lockwood, 2211 O’Conner Drive – Commented on McDonald Drive Lift Station and voiced drainage concerns.

Trevor Gray, 9505 S. Mission – Comments made regarding medical marijuana.

MANAGER COMMENTS

Report by Sherrie Teall, acting Township Manager

- Reported that the Township received grant funding money from the June 2017 flood.
- Annual audit will start the week of April 9th.
- Reported on 2017 interest rates and state revenue sharing.

FINAL BOARD MEMBER COMMENTS

Rice – Would like the Board to get back to adding Agenda Items prior to meeting so anyone wishing to attend the meeting is informed.

Mikus - Mentioned discussion of Global Ends scheduled for 3/28/18 at 4 p.m.

Lannen – As a Board, he hopes that the citizens do not look at them as a barrier for improvements to the Township. Rather that the Board is looked at as elected officials of the Township, elected by the Township, serving the citizens needs.

Gunning – Directed Sherrie to the add McDonald Rd. lift station discussion to the next Board meeting. Also mentioned addressing condition of Corporate Drive.

ADJOURNMENT

Mikus moved Rice supported to adjourn the meeting at 8:17 p.m. Vote: Ayes: 6 Nays: 0. Motion carried.

APPROVED BY:

Lisa Cody, Clerk

Ben Gunning, Supervisor

(Recorded by Jennifer Loveberry)

DRAFT

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 101 POOLED CHECKING						
03/15/2018	101	20029	00328	ISABELLA COUNTY DRAIN COMMISSION	TWP PORTION - 2017 DRAIN ASSESSMENT	26,443.68
03/15/2018	101	20030	00337	ISABELLA COUNTY TREASURER	2017 DOG LICENSE SALES SETTLEMENT	62.50
03/28/2018	101	20031	01358	21ST CENTURY MEDIA-MICHIGAN	ADS FOR ZONING & ASSESSING	826.56
03/28/2018	101	20032	01501	A W O L	TWP HALL CLEANING - JAN 2018	420.00
					TWP HALL CLEANING - FEB 2018	480.00
					WATER PLANT CLEANING - JAN 2018	140.00
					WWTP CLEANING - JAN 2018	273.00
					WWTP PLANT CLEANING - FEB 2018	312.00
					WATER PLANT CLEANING - FEB 2018	175.00
						<u>1,800.00</u>
03/28/2018	101	20033	01549	BAUCKHAM, SPARKS, THALL, SEEBER & K	MTT CASE LEGAL FEES - FEB 2018	1,336.30
03/28/2018	101	20034	00066	BILL'S CUSTOM FAB, INC.	WWTP KUBOTA LOADER BUCKET	359.55
03/28/2018	101	20035	00072	BLOCK ELECTRIC	OVERHEAD DOOR OPERATOR HOOKUP - WWTP	1,021.78
03/28/2018	101	20036	01240	BRAUN KENDRICK FINKBEINER PLC	GEN LEGAL FEES - FEB 2018	1,890.00
					LUX FAMILY PROP. - FEB 2018	2,760.00
						<u>4,650.00</u>
03/28/2018	101	20037	00095	C & C ENTERPRISES, INC.	JANITORIAL SUPPLIES - TWP HALL	221.70
03/28/2018	101	20038	00129	CMS INTERNET, LLC	MONITORS FOR WATER PLANT	480.96
					MANAGED IT, EMAIL & PHONE SERVICE - APRI	4,988.75
						<u>5,469.71</u>
03/28/2018	101	20039	01242	CULLIGAN WATER	WATER - WWTP FEB 2018	15.00
03/28/2018	101	20040	01171	DBI BUSINESS INTERIORS	FILE FOLDERS - PAYROLL	17.33
					HIGHLIGHTER/PENS/PAPER -- TWP/MANAGER/ZO	48.28
					PAD PAPER - TWP HALL	22.22
						<u>87.83</u>
03/28/2018	101	20041	00176	PATRICIA DEPRIEST	FLEX MEDICAL REIMBURSEMENT 2-22-18	846.78
03/28/2018	101	20042	00201	ELHORN ENGINEERING COMPANY	BULK CHLORINE	3,569.50
03/28/2018	101	20043	00231	FOUR SEASON'S EXTERMINATING	BOX ELDER TREATMENT-WATER PLANT	150.00
03/28/2018	101	20044	01492	GFOA	GFOA ANNUAL MEMBERSHIP	190.00
03/28/2018	101	20045	00261	GRAINGER	ELECTRIC UNIT HEATER	613.66
03/28/2018	101	20046	00324	ISABELLA CORPORATION	FILL SAND FOR WTR SERV INSTALL/LINCOLN R	268.00
03/28/2018	101	20047	00822	ISABELLA COUNTY EQUALIZATION	2018 PERSONAL PROP TAX FORMS	383.10
03/28/2018	101	20048	01462	JENNIFER LOVEBERRY (PETTY CASH)	REPLENISH PETTY CASH	71.41
03/28/2018	101	20049	01506	MCKENNA ASSOCIATES	BLDG OFFICIAL & INSP SERV - FEB 2018	9,279.60
03/28/2018	101	20050	00494	NORTH CENTRAL LABORATORIES	TSS FILTERS, COLIBLUE BROTH AMPULES	965.76
03/28/2018	101	20051	00525	PICKARD STREET CAR WASH	CAR WASH - FEB 2018	48.00
03/28/2018	101	20052	00569	ROWE PROFESSIONAL SERVICES COMPANY	SIDEWALK COMMITTEE SUPPORT - FEB 2018	402.50
					CONNECTOR PATHWAY SUPPORT - FEB 2018	537.50
						<u>940.00</u>
03/28/2018	101	20053	01293	SHAY WATER CO/CUSTOM COFFEE SERV	COFFEE BREWER - 4TH QTR 2017	45.00
03/28/2018	101	20054	01542	SHRED-IT US JV LLC	PAPER SHREDDING - 2-14-18	50.40
03/28/2018	101	20055	00629	STU'S ELECTRIC MOTOR	A504112 50HP MOTOR	2,300.00
03/28/2018	101	20056	01236	WEB ASCENDER	WEBSITE ASSISTANCE/UPGRADE	137.50
03/28/2018	101	20057	01246	WOLVERINE POWER SYSTEMS	TRAILER 1 FILTER/OIL CHANGE & MAINTENANC	290.00
					TRAILER 3 FILTER/OIL CHANGE & MAINTENANC	290.00

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
					SHOP WELL FILTER/OIL CHANGE & MAINTENANC	340.00
					LIFT STATION 6 FILTER/OIL CHANGE & MAINT	540.00
					BROADWAY TOWER FILTER/OIL CHANGE & MAINT	219.98
					TRAILER 4 FILTER/OIL CHANGE & MAINTENANC	290.00
					TRAILER 2 FILTER/OIL CHANGE & MAINTENANC	290.00
					WWTP FILTER/OIL CHANGE & MAINTENANCE	565.00
					MERIDIAN WELL SITE FILTER/OIL CHANGE & M	325.00
						<u>3,149.98</u>

101 TOTALS:

Total of 29 Checks:

65,303.30

Less 0 Void Checks:

0.00

Total of 29 Disbursements:

65,303.30

CHECK DATE: March 22, 2018
PPE: March 17, 2018

NOTE: CHECK TOTAL FOR TRANSFER

Gross Payroll	\$ 47,940.03
Employer Share Med	692.15
Employer Share SS	2,959.58
SUI	403.63
Pension-Employer Portion	3,192.72
Workers' Comp	544.15
Life/LTD	76.58
Dental	902.25
Health Care	14,624.10
Health Care Contribution	-
Cobra/Flex Administration	-
PCORI Fee	-
Total Transfer to Payroll Checking	<u><u>\$ 71,335.19</u></u>

NOTE: PAYROLL TRANSFER NEEDED

General Fund	\$ 26,263.63
EDDA	-
WDDA	-
Sewer Fund	22,147.30
Water Fund	22,924.26
Total To Transfer from Pooled Savings	<u><u>\$ 71,335.19</u></u>

Mount Pleasant Fire Department

**Fire Experience Report For Union Township/City of Mt. Pleasant
Period - March 12, 2018 through March 18, 2018**


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			1
	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	1	13	
	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	2
	321	EMS Call excluding Veh. Accident	1	4	3
	322	Motor Vehicle Acc. W/ Injuries			1
	323	Motor Vehicle Acc/Pedestrian			
	324	Motor Vehicle Acc. W/no Injuries			2
	331	Lock-In (If lock out use 551)			
	342	Search for Person in Water			
	352	Extrication of Victim (s) from vehicle			
	353	Remove Victim from Stalled Elevator			
	360	Water & Ice-related Rescue, Other			
	361	Swimming /recreational water area rescue			
363	Swift Water 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			
	420	Toxic Condition, Other			
	421	Chemical Hazard (No Spill or Leak)			
	422	Chemical Spill or Leak			
	423	Refrigeration Leak			
	424	Carbon Monoxide Incident			1
440	Electric Wiring/Equipment Problem			1	

	441	Heat from Short Circuit			
	442	Overheated Motor			
	443	Breakdown of Light Ballast			
	444	Power Line Down			
	445	Arcing, shorted electrical equipment			
	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			1
	553	Public Service			
	561	Unauthorized Burning			2
	571	Cover assignment, standby, moveup			
Good Intent Call	600	Good Intent Call, Other			
	611	Dispatched and Cancelled en route			
	622	No Incident Found on Arrival			
	631	Authorized controlled burning			
	650	Steam, gas mistaken for smoke,			
	651	Smoke Scare, Odor of Smoke			
	653	Smoke from Barbecue, Tar Kettle			
	661	EMS call, party already transported			
	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	1	
	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			
	744	Detector activation, no fire			
	745	Alarm System Act. - Unintentional			1

	746	Carbon Monoxide Activation, NO CO			
Severe Weather	812	Flood Assessment			
	813	Wind Storm, Tornado/Hurricane Assessment			
Special Incident Type					
	911	Citizen Complaint			
	9002	Civil Infraction Issued			
	9003	Affidavit Issued			
			5	22	15
		Total Response for Union Twp/City			

 Emergency - MPFD

 Emergency - MPFD Secondary to MMR

 Non - Emergency

Mount Pleasant Fire Department

Fire Experience Report For Union Township/City of Mt. Pleasant
Period - March 5, 2018 through March 11, 2018


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			1
	143	Grass/Brush fire			
	150	Outside Rubbish Fire, other			
	151	Outside Rubbish Fire, trash or waste fire			
	154	Dumpster Fire			
160	Special Outside Fire, Other				
Overpressure Rupture, (No Fire)	251	Excessive heat, scorch burns with no fire			
	231	Chemical reaction rupture of process vessel			
Rescue & EMS Incident	300	Rescue, EMS incident, other			
	311	Medical Assist to EMS Crew	2	20	1
	321	EMS Call excluding Veh. Accident			2
	322	Motor Vehicle Acc. W/ Injuries	1	18	
	323	Motor Vehicle Acc/Pedestrian			
	324	Motor Vehicle Acc. W/no Injuries			1
	331	Lock-In (If lock out use 551)			
	342	Search for Person in Water			
	352	Extrication of Victim (s) from vehicle			
	353	Remove Victim from Stalled Elevator			
	360	Water & Ice-related Rescue, Other			
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3811	Technical rescue standby				
Hazardous Condition (No Fire)	400	Hazard condition other			
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	411	Gasoline or Other Flammable Spill			
	412	Gas Leak (natural gas or LPG)			
	413	Oil of Combustible Liquid Spill			
	420	Toxic Condition, Other			
	421	Chemical Hazard (No Spill or Leak)			
	422	Chemical Spill or Leak			
	423	Refrigeration Leak			
	424	Carbon Monoxide Incident			
	440	Electric Wiring/Equipment Problem	1	16	1

	441	Heat from Short Circuit			
	442	Overheated Motor			
	443	Breakdown of Light Ballast			
	444	Power Line Down			
	445	Arcing, shorted electrical equipment			
	451	Biological hazard, confirmed or suspected			
	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	1	15	
	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	5	
	622	No Incident Found on Arrival			
	631	Authorized controlled burning			
	650	Steam, gas mistaken for smoke,			
	651	Smoke Scare, Odor of Smoke			
	653	Smoke from Barbecue, Tar Kettle			
	661	EMS call, party already transported			
	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			
	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			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	6	

	746	Carbon Monoxide Activation, NO CO			
Severe Weather	812	Flood Assessment			
	813	Wind Storm, Tornado/Hurricane Assessment			
Special Incident Type					
	911	Citizen Complaint			
	9002	Civil Infraction Issued			
	9003	Affidavit Issued			
			8	80	7
		Total Response for Union Twp/City			

 Emergency - MPFD

 Emergency - MPFD Secondary to MMR

 Non - Emergency

Policy: 2.5.10 Cash Flow Ratio
Type: Internal
Occurrence: Monthly
Date: March 2018

Policy Wording

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

Manager Interpretation

Manager interprets this policy to indicate that cash availability for the major funds (not including debt retirement) should not fall below a certain threshold. The threshold amount used for the data and compliance sections of this policy is as follows:

General Fund – 4 months of budgeted expenditures for the current fiscal year

Fire Fund – 3 of the quarterly contract payments due to the City of Mt. Pleasant for fire protection services

East and West DDA Funds – 2 months of normal operational expenditures

Water and Sewer Funds – 2 months of budgeted expenses for the current fiscal year

Justification for reasonability

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

The Township Manager has determined that 4 months of cash reserves is needed for the General Fund because property taxes are collected in December, January, and February, and that accounts for 15% of the revenues for the General Fund. State Revenue Sharing (60% of GF revenues) is received semi monthly thereby giving the township an influx of cash for operations.

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

For the East and West DDA districts 2 months of cash reserves are needed to meet the normal operations of the East and West Districts. Project costs are not included because they are not reoccurring and will be based on the tax capture amount that will be deposited in the respective funds during the second quarter of each year.

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

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

Policy 2.5.10 continued

Data

<u>Fund</u>	<u>Current cash</u>	<u>Amount required for compliance</u>	<u>Compliant?</u>
GF Total	\$ 3,671,359		
GF Unrestricted	\$ 3,671,359	\$ 601,299	Yes
Fire Fund	\$ 1,520,246		
(Fire Truck Reserve)	\$ (400,000)		
FF Unrestricted	\$ 1,120,246	\$ 524,250	Yes
EDDA	\$ 1,095,322		
Projects	\$ -0-		
EDDA Unrestricted	\$ 1,095,322	\$ 28,220	Yes
WDDA	\$ 744,606		
Projects	\$ -0-		
WDDA Unrestricted	\$ 744,606	\$ 52,169	Yes
Sewer Fund	\$ 3,193,419		
2011 Bond Reserve	\$ (40,000)		
2011 Bond RRI Reserve	\$ (81,640)		
2013 Bond Reserve	\$ (100,000)		
2013 Bond RRI Reserve	\$ (17,535)		
Sewer Fund Net	\$ 2,954,244	\$ 524,900	Yes
Water Fund	\$ 3,184,591	\$ 270,537	Yes

Compliance

All funds are found to be in compliance.

The Township received three bids for the electrical relocation and installation project. The bids are as follows:

Bidder	Amount
Block Electric Company	\$10,250.00
C & R Electric	\$10,375.00
J. Ranck Electric Inc.	\$13,791.00

SCOPE OF SERVICES

The scope of services includes all work, materials and equipment necessary for the relocation of existing well drives, and installation of new electrical components in the existing Isabella Well Site. Work will be performed once design of project is approved but prior to construction so that relocation can be done based on layout of space.

JUSTIFICATION

It is recommended that the Township Board of Trustees award the electrical work project to Block Electric in the amount of \$10,250.00. This recommendation is based on the following factors:

- Proposed work meet specifications
- Contractor's past experience and ability to complete the project as specified
- Cost

The Township DPW has used Block Electrical in the past for several projects and we have been happy with their performance and quality of work.

PROJECT IMPROVEMENTS

Board of Trustees goals addressed by this award (From Policy 1.0: Global End)

1. Community well-being and common good

COSTS

\$10,250.00

The amount of this project will be paid from the Water Fund account number 591-536-933.200 – Maint Treatment Plant and is included in the 2018 budget.

PROJECT TIME TABLE

Work to be completed after design phase of project but prior to construction phase
June – August 2018

RESOLUTION

Approval of the bid for electrical relocation and upgrade from Block Electric in the amount of \$10,250.00 at the Isabella Treatment Facility in preparation for office remodel at this site.

Resolved by _____ Seconded by _____

Yes:
No:
Absent:



P.O. Box 63
Weidman, MI 48893

Phone 989-644-8883
Fax 989-644-8885

March 12, 2018

Electrical Bid

Union Twp
Waste Water Treatment Plant
Attn: Shawn McBride

RE: Prep for office remodel

Base Bid: \$10,250.00

Install new 480Volt 3Phase panel load side of ATS. Relocate (2) well drives, provide new 75KVA transformer and 200A main breaker, 120/208Volt, 42 circuit panel. Refeed 120V circuits, remove all 6x6 trough.

*Price good for
either North or South of existing transformer*

Bid valid for 30 days. Please let me know if you would like to proceed with this work

Submitted by,
Corey Block
Corey Block



March 15, 2018

Project:
18-0145 , 201
Union Township

ATTN: Shawn McBride

Proposal

C & R Electric, L.L.C. is pleased to submit a proposal for the above referenced project wired to meet the National Electrical Code requirements with specifications up to but not to exceed the following:

- Move duct, (2) drives, disconnect, transformer panel, and misc. conduits back towards transfer switch.
- Install new 75 KVA transfer, disconnect and forty space 200 AMP 3- phase panel.
- This bid includes all labor, and material.

Base Bid:

Seven Thousand Eight Hundred Seventy-Five Dollars (\$7,875.00)

+ 2500.00 ALT #1

\$ 10,375.00

ALT #1

- Adder of \$2500.00 if equipment is moved 10' further away from transfer switch.

Thank you,

Tim Sponseller



J. RANCK ELECTRIC, INC.

Mt. Pleasant, Michigan
1993 Gover Parkway
Mt. Pleasant, MI 48858
Phone: (800) 792-3822
Fax: (989) 775-8830

March 9, 2018

Union Township

Attn: Shawn McBride

RE: Relocate equipment for new office space

J. Ranck Electric, Inc. is pleased to submit a proposal to furnish all labor, tools, equipment and supervision necessary to complete the following scope of work:

INCLUDED:

- Electrical Permit
- Consolidate equipment to the South on the existing wall.
- Move VFD, and soft start to the left.
- Install new 200A 3PH main breaker panel.
- Install new 75KVA transformer.
- Install new trough to accommodate feeders to equipment.
- Extend all conduit to reach new location of equipment.

EXCLUDED:

- Any work not listed above.

ADD:

- Price to move equipment to the North on the wall will add \$2,000.00. Moving the transfer switch adds a lot of cost to the project.

Eleven Thousand Seven Hundred Ninety One Dollars (\$11,791.00)

Please contact me with any questions at 810-691-3783.

+ 2,000.00 Add

\$ 13,791.00

Sincerely,

John Carrier

John Carrier
Project Manager
J. Ranck Electric, Inc.

Flint, Michigan

3015 Airpark Drive North, Flint, MI 48507 | Fax: (810) 424-9750

Sault Ste. Marie, Michigan

511 Ashmun, Suite 201, Sault Ste. Marie, MI 49783 | Fax: (906) 632-7014

WEBSITE: WWW.JRANCK.COM



REQUEST FOR TOWNSHIP BOARD ACTION

To: Mark Stuhldreher – Township Manager **DATE:** March 19, 2018
FROM: Kim Smith – Public Works Coordinator **DATE FOR BOARD CONSIDERATION:** March 28, 2018
ACTION REQUESTED: Request to Award Bid for 2018, Sanitary Sewer Manhole Rehabilitation to Culy Contracting in the amount of \$29,786.00.

Current Action Emergency _____

Funds Budgeted: If Yes Account # 590-529-930.000 No _____ N/A _____

Finance Approval _____

BACKGROUND INFORMATION

Sealed bids were received on March 13, 2018, for the rehabilitation of eight (8) sanitary sewer manholes. The purpose of this rehabilitation is to clean, vacuum, and inspect sanitary sewer manholes as well as eliminate infiltration, repair voids, restore structural integrity and provide corrosion protection by the application of a spray-applied monolithic resin liner or cure in place liner to the wall and bench surfaces of these concrete structures.

The Township received three bids for this project. The bids are as follows:

Bidder	Amount
Advance Rehabilitation Technology	\$37,240.00
Plummers Environmental	\$40,128.00
Culy Contracting	\$29,786.00

SCOPE OF SERVICES

The scope of services includes all work, materials and equipment necessary for the structural rehabilitation of eight (8) sanitary sewer manholes. The manholes scheduled to be rehabilitated are as follows:

Bluegrass Road:

- MH#10: 4' – 10" Gravity Sewer – Depth 12.4'
- MH#11: 4' – 10" Gravity Sewer – Depth 14.99'
- MH#12: 4' – 10" Gravity Sewer – Depth 16.92'
- MH#13: 4' – 10" Gravity Sewer – Depth 16.8'
- MH#14: 4' – 10" Gravity Sewer – Depth 15.58'
- MH#15: 4' – 10" Gravity Sewer – Depth 12.35'

Belmont Drive:

- MH#91: 4' – 10" Gravity Sewer – Depth 8.1'
- MH#92: 4' – 10" Gravity Sewer – Depth 8.9'

JUSTIFICATION

It is recommended that the Township Board of Trustees award the manhole rehabilitation project to Culy Contracting, Inc. in the amount of \$29,786.00. This recommendation is based on the following factors:

- Proposed materials meet specifications
- Contractor’s past experience and ability to complete the project as specified
- Cost

In 2016, Culy Contracting Inc. completed a similar project for the Township DPW and we were happy with their performance and quality of work.

PROJECT IMPROVEMENTS

Board of Trustees goals addressed by this award (From Policy 1.0: Global End)

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

COSTS

\$29,786.00

This amount will be paid from the Sanitary Sewer Fund account number 590-529-930.000 - Repairs, and is included in the 2018 budget.

PROJECT TIME TABLE

Work to be completed by July 1, 2018

RESOLUTION

Approval of the bid from Culy Contracting Inc. in the amount of \$29,786.00, to complete the rehabilitation of eight (8) sanitary sewer manholes as specified in the bid documents.

Resolved by _____ Seconded by _____

- Yes:
- No:
- Absent:

The Township received four bids for the iron filter demolition and removal project. The bids are as follows:

Bidder	Amount
Divine Power Inc.	\$10,160.00
M & W Crane Services LLC	\$11,770.00
North American Dismantling Corporation	\$14,500.00
Pitsch Companies	\$15,000.00

SCOPE OF SERVICES

The scope of services includes all work, materials and equipment necessary for the demolition, removal, debris disposal, and site cleanup of the existing steel iron removal filter.

JUSTIFICATION

It is recommended that the Township Board of Trustees award the iron removal filter demolition project to Divine Power Inc. in the amount of \$10,160.00. This recommendation is based on the following factors:

- Proposed work meet specifications
- Contractor's past experience and ability to complete the project as specified
- Cost

The Township DPW has used Divine Power Inc. in the past for projects that have required the use of a crane and we have been happy with their performance and quality of work.

PROJECT IMPROVEMENTS

Board of Trustees goals addressed by this award (From Policy 1.0: Global End)

1. Community well-being and common good

COSTS

\$10,160.00

The amount of this project will be paid from the Water Fund account number 591-536-933.200 – Maint Treatment Plant and is included in the 2018 budget.

PROJECT TIME TABLE

Work to be completed by May 30, 2018

RESOLUTION

Approval of the bid from Divine Power Inc. in the amount of \$10,160.00, for the demolition and removal of existing iron removal filter located at the Isabella Treatment Plant.

Resolved by _____ Seconded by _____

Yes:
No:
Absent:



Millwright, Crane & Transportation Services

9644 E. Deerfield • Shepherd, MI 48883 • (989) 828-5093 • Fax (989) 828-6216

From: Divine Power 2.15.17
9644 E. Deerfield Rd.
Shepherd, MI 48883
Phone: 989-828-5093
Fax: 989-828-6216

To: Union Township
Shawn McBride
Mt. Pleasant, MI 48858

QUOTE

DESCRIPTION	
Demo Water Filtration System	
CRANE SERVICE: 80 Ton-2 days @ \$2500.00 per day	\$5,000.00
TRANSPORTATION: Transport Debris	\$400.00
EMPLOYEES: 3 men @ 64 hours each @ \$65.00 per hour	\$4,160.00
RENTAL: SkyTrac @ \$300.00 per day for 2 days	\$600.00
Total:	\$10,160.00

Thank You

Shawn McBride

From: Divine Power Inc. <divinepoweri9644@gmail.com>
Sent: Friday, February 16, 2018 10:17 AM
To: Shawn McBride
Subject: Re: FW: New Message
Attachments: Union Tws. Quote2.15.18.pdf

Here you are Shawn! Have a great weekend!

On Wed, Feb 14, 2018 at 10:43 AM, Shawn McBride <smcbride@uniontownshipmi.com> wrote:

Thanks Sara

From: Lori brooks [mailto:divinepoweri9644@gmail.com]
Sent: Thursday, May 04, 2017 10:45 AM
To: Shawn McBride
Subject: Fwd: New Message

Hello Shawn,

I have attached the quote below. If you have any questions please connect with Lonnie or myself. Thank you!

Sara Rolston

Divine Power Inc.

9644 E. Deerfield Road

Shepherd, MI 48883

[989.828.5093](tel:989.828.5093)

Begin forwarded message:

From: jsrolston@charter.net
Date: May 4, 2017 at 10:42:25 AM EDT
To: "'divinepoweri9644@gmail.com'" <divinepoweri9644@gmail.com>
Subject: New Message

Shawn McBride

From: Edward Wasmiller <wasmiller@att.net>
Sent: Wednesday, May 03, 2017 2:14 PM
To: Shawn McBride
Subject: Re: aerator removal

Shawn,

My proposal to remove water filter.

Roof would be open when we arrive, we would pick in one piece and get it removed from building, then cut round structure from square structure and haul to recycle center in Mt Pleasant in two pieces.

Total quote would be \$11,770.00

Let me know if you have any questions and thanks for the opportunity to price this project for you.

Thanks again

Ed Wasmiller
M & W Crane Service LLC
1755 Fry Rd
Burt, MI 48417

Phone: (989) 233-7004
Fax: (989) 399-3150
wasmiller@att.net

Verbal - Bid Price same for 2018
(KS)

On Wednesday, April 26, 2017 8:29 AM, Shawn McBride <smcbride@uniontownshipmi.com> wrote:

Ed

Thanks for the update.

From: Edward Was miller [<mailto:wasmiller@att.net>]
Sent: Tuesday, April 25, 2017 12:39 PM
To: Shawn McBride
Subject: aeralator removal

Shawn

I have not forget about your quote to remove filter, just have had my hands full and waiting to here back from another scrapyard.

Thanks

Ed Wasmiller
M & W Crane Service LLC
1755 Fry Rd
Burt, MI 48417

Phone: (989) 233-7004
Fax: (989) 399-3150
wasmiller@att.net

Demolition Engineers
 Asbestos Abatement
 Salvaged Building Materials
 Excavating & Underground Services
 Concrete Recycling

Landfill Operation
 Dumpster Service
 Portable Toilet Service
 Land Development



HOME OFFICE
 675 Richmond NW Grand Rapids, MI 49504

PHONE (616) 363-4895
 www.pitschco.com

FAX (616) 363-5585

SANITARY DIVISION
 7905 Johnson Rd. Beidling, MI 48809

PROPOSAL SUBMITTED TO	Union Charter Township	PHONE	989-400-4601	DATE	March 13, 2018
STREET	5228 South Isabella Road	JOB NAME	Removal of Iron Removal System		
CITY, STATE AND ZIP CODE	Mt. Pleasant, MI 48858	JOB LOCATION			
CONTACT NAME	Shawn McBride	FAX		EMAIL	smcbride@uniontownshipmi.com
				CELL	989-621-1361

WE HEREBY SUBMIT SPECIFICATIONS AND ESTIMATES FOR:

Pitsch Companies will provide labor and equipment needed to dismantle and remove the steel tank and appurtenances. The materials will be cut into manageable pieces and removed from the site. Capping of roof penetrations will be by others. We anticipate that this work will require 7 days to complete. We will perform air monitoring in accordance with MIOSHA during the course of this work. Any MEP attached to this unit will need to be made safe by others prior to our arrival.

Our cost will be \$ 15,000.00

We Propose to hereby furnish material and labor -- complete in accordance with above specifications, for the sum of:

Dollars \$ 15,000.00

Payment to be made as follows:

Net 30 Days. A 1 1/2% monthly (18% APR) finance charge will be applied thereafter. If paying by credit card, a 3% service fee will be added to the amount due.

All material is to be guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workers Compensation Insurance. We are not responsible for damage caused to driveways, walks, and/or yards as a result of our demolition operations.

Authorized Signature

Gene Gutting, P.E. Project Manager

Note: This proposal may be withdrawn by us if not accepted within 90 days

Acceptance of Proposal. The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance _____

Signature _____



Original Proposal

Date of Proposal: Friday February 9, 2018
Project Name: Steel Tank Removal
Project Location: Mount Pleasant, MI
Client: Charter Township of Union
Attention: Shawn McBride

We thank you for the opportunity to provide this proposal to your organization. This proposal outlines the complete Scope of Work as requested, including objective, procedures, identification of responsibilities, clarifications and exceptions.

Basis of Proposal

- Six (6) project photos sent via email by *Shawn McBride* on (4) Thursday February 8th, 2018 & (2) Friday February 9th, 2018
- Project review by North American Dismantling Corp. (**NADC**) personnel.
- Experience in this precise type of work.

Scope of Work

1. One (1) mobilization of all the necessary equipment, materials and labor to the site location referenced above.
2. Demolish one (1) steel tank utilizing the proper equipment and by-hand torching methods to its concrete slab.
3. Prepare, sort, and load all C&D debris and scrap metals into containers for proper legal disposal.
4. Daily cleanup and a final cleanup of the work area upon completion of the project.
5. One (1) de-mobilization of all North American Dismantling Corp. materials and equipment from the site.

Clarifications

The following items are clarified and may or may not be included in the Scope of Work for this project. Where conflicts arise, the Scope of Work described herein shall take precedence.

1. All work will conform to Federal, State and Local regulations.
2. This proposal is based on performing all work in one (1) mobilization/ de-mobilization.
3. Work will be performed in Level "D" protection, i.e. hard hats, safety glasses, high vis-vests, proper safety toe work boots, etc.
4. All scrap and debris generated will be disposed of in mills, licensed recycling centers or registered landfills, in accordance with all governing regulations and industry standards.
5. **NADC** maintains title to all scrap associated with the project (the estimated scrap value was deducted from the total cost).
6. This project is expected to begin between late March and the beginning of April (2018).
7. An onsite water and power source shall be provided for the duration of our work at NO cost to NADC.
8. The tank and its associated lines must be free and clear of any residuals prior to the beginning of demolition (by others).
9. This proposal is based on NADC having uninterrupted access to all phases of the demolition Scope of Work.
10. Any work not specifically mentioned or referred to in this proposal letter has been excluded from NADC'S Scope of Work.
11. This proposal shall remain an offer of acceptance for a period of sixty (60) days and such offer shall be terminated thereafter.

Exclusions

The following items are excluded from the Scope of Work for this project. Where conflicts arise, the Scope of Work described herein shall take precedence.

1. Engineering stamp or calculations for systems or methods described herein.
2. City and/or state permits, clearances and associated fees (if any).

P.O. Box 307 Lapeer, Michigan 48446-0307 P: (810)664-2888 F: (810)664-6053 C: (810) 267-4058



3. Saving, storage, handling or transportation of any "saved" items.
4. Identifying and/or disconnecting all live utility lines associated with the tank removal. This must be done so and visually marked by others prior to the start of any NADC demolition (if any).
5. Removal of spoils/debris/wastes unrelated to NADC'S demolition Scope of Work.
6. Below grade work such as concrete removal is excluded from this proposal.
7. Backfilling of any below grade pits, trenches, etc. is excluded (if any).
8. Hidden or unforeseen conditions and/or winter conditions.
9. Constructing a temporary weather tight seal enclosing the roof to open/exposed weather elements upon completion.
10. Environmental reports and surveys regarding any PCB's, lead based paint, fluids, oils/chemicals or other hazardous materials and disposal of such are excluded. *The tank & its associated lines shall be considered 'clean' prior to NADC'S arrival on-site.
11. Air monitoring, independent lab or field tests, or analytical services.
12. Environmental universal waste remediation i.e., bulbs, ballasts, batteries, mercury switches etc.
13. Any asbestos abatement and/or disposal is excluded from this proposal.

NADC Quote

Base Bid Lump Sum Price

Fourteen Thousand Five-Hundred Dollars...

\$14,500.00

Schedule

The duration of our work is estimated to be approximately one (1) - twelve-hour (12-hour) day. *If an additional working day is needed to complete the project in a safe manner due to unexpected complexities, the owner shall permit NADC access to the site.

Payment and terms will be determined, negotiated and mutually agreed upon between the parties prior to execution of the contract between the parties.

Questions regarding means and methods for the Scope of Work addressed in this proposal should be directed to Gage D. Cuppetilli at gcuppetilli@nadc1.com or 1-810-267-4058

Very Truly Yours,

Gage D. Cuppetilli

Gage D. Cuppetilli

Estimator

The information contained in this proposal is intended only for the individual or entity to which it is addressed. It may contain privileged, confidential information which is exempt from disclosure under applicable laws. If you are not the intended recipient, please note that you are strictly prohibited from disseminating or distributing this material (other than to the intended recipient) or copying this material. If you have received this communication in error, please notify us immediately by telephone and return this material (and all copies) to us by mail. On request, we will reimburse you for any cost of return.

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