



BOARD OF TRUSTEES
Regular Meeting
June 27, 2018
7:00 p.m.

1. CALL MEETING TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. APPROVAL OF AGENDA
5. PRESENTATIONS
6. PUBLIC HEARINGS
 - A. Ordinance 2018-03 – Rezone request Bellows Messenger LLC.
7. PUBLIC COMMENT: Restricted to three minutes regarding issues on this agenda
8. REPORTS/BOARD COMMENTS
 - A. Current List of Boards and Commissions – Appointments as needed
 - B. Planning Commission update by Township Planner
9. CONSENT AGENDA
 - A. Communications
 1. Planning Commission Minutes
 2. ZBA Minutes
 - B. Minutes – June 13, 2018- regular meeting
 - C. Accounts Payable
 - D. Payroll
 - E. Meeting Pay
 - F. Fire Reports
 - G. Policy Governance 2.5.10 Cash Flow Ratio
 - H. Policy Governance 2.7 End Focus on Grants and Contracts
10. NEW BUSINESS
 - A. Discussion/ Action: (Gallinat) Consider adoption of Rezoning Ordinance 2018-03 - Bellows Messenger LLC
 - B. Discussion/ Action: (Gallinat) Approve SUP 2018-03 Mercantile Bank Drive Thru
 - C. Discussion/Action: (Stuhldreher) Approval of Participation Agreement with the Isabella County Road Commission (ICRC) to provide funding for the Lincoln Rd-Broomfield Rd intersection to Bridge project and to approve an amendment to the

West DDA fund to the same project as recommended by the Economic Development Authority.

- D. Discussion/Action: (Stuhldreher) Approval of a Participation Agreement with the Isabella County Road Commission (ICRC) to provide funding for the Isabella Rd. Intersection Safety Improvements Projects
- E. Discussion/Action: (Stuhldreher) Policy Governance 3.5 Board Commission and Community Linkage
- F. Discussion/Action: (Stuhldreher) Policy Governance 3.6 Supervisor's Role

11. EXTENDED PUBLIC COMMENT: Restricted to 5 minutes regarding any issue

12. MANAGER COMMENTS

13. FINAL BOARD MEMBER COMMENT

14. CLOSED SESSION

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	6/22/2022
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	David	Coyne	3/26/2022
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			8/15/2019

CHARTER TOWNSHIP OF UNION
Planning Commission
Regular Meeting

A regular meeting of the Charter Township of Union Planning Commission was held on May 15, 2018 at the Township Hall.

Meeting was called to order at 7:01 p.m.

Roll Call

Present: Buckley, Darin, Fuller, LaBelle II, Mielke, Shingles, Squattrito, & Webster

Others Present

Township Planner, Peter Gallinat and Secretary, Jennifer Loveberry

Approval of Minutes

Mielke moved Darin supported the approval of the April 17, 2018 regular meeting minutes as presented. **Vote: Ayes: 8 Nays: 0. Motion carried.**

Correspondence / Reports

- ZBA – Updates by Mielke
- Cornerstone Church Site Plan Application

Township Planner stated that the site plan application was received on time; however, there are still missing items and is not ready for review.

Approval of Agenda

Mielke moved Buckley supported approval of the agenda as amended, moving New Business A. Presentation of Adopted Sidewalk Policy and Map after two (2) rezones. **Vote: Ayes: 8 Nays 0. Motion carried.**

Public Comment

Open 7:10 p.m.

No comments were offered.

New Business

- A. REZ 2018-02 Rezone 477' x 369.92' from OS/R-2 A to OS located at Bellows PID 14-023-20-016-02 Owner: Bellows Messenger LLC**

Introduction by Gallinat

Public Hearing – Open 7:19 p.m.

Nick Mullin, 3265 S. Isabella Rd – Commented on traffic on Isabella Rd.

Public Hearing – Closed 7:20 p.m.

Fuller moved Buckley supported to recommend approval of REZ 2018-02 to the Board of Trustees, as the Township had approved a rezone change for this property for the same use and that it comports with the Future Land Use Map. **Vote: Ayes: 8 Nays 0. Motion carried.**

B. REZ 2018-03 Rezone 400' x 250' from AG to B-4 located at 5353 S. Mission Rd. PID 14-035-10-006-03 Owner: DeShano Development Co.

Introduction by Gallinat, the applicant is requesting a rezone to B-4, expanding the existing Mini Storage in the current split zone parcel.

Public Hearing – Open 7:30 p.m.

Doug Hamilton, Representing Lapham Associates – stated that he was available to answer questions. Planning Commission Chair stated that they will address questions during PC deliberation.

Colin Herren, 4349 E. Wing Rd. – Not in support of rezone.

Written Correspondence read by Township Planner

Martin J. Vondoloski, 4293 E. Millbrook Rd. – Owns property S. Mission, Not in support of rezone.

Adam & Tisa Betz, 4321 E. Wing Rd. – Not in support of rezone.

Public Hearing – Closed 7:41 p.m.

Doug Hamilton, representative of the applicant, answered questions from the Planning Commissioners.

Webster moved Mielke supported to deny recommendation of rezone REZ 2018-03 to the Board of Trustees, stating that all of the B-4 section of the parcel has not been used. Vote: Ayes: 8 Nays 0. Motion carried.

C. Presentation of Adopted Sidewalk Policy and Map

Peter Gallinat, Township Planner, presented the adopted Sidewalk Policy and Map that the Sidewalk Committee presented to the Board of Trustees. The Board of Trustees adopted the Sidewalk Relief Policy at the April 25, 2018 meeting as recommended from the Sidewalks and Pathways Prioritization Committee.

Mielke and Buckley both stated that they wish that they would have been part of the process, giving input and feedback to the Committee before it was presented to the Board of Trustees. Squattrito stated that the Sidewalk Policy and Map presents a good framework for the Planning Commission to work with.

D. SPR 2018-05 Aldi Store Expansion PID 14-026-40-001-18

Peter Gallinat, Township Planner, gave a brief introduction stating the applicant proposes to expand existing building by 2,187 square feet. He also mentioned that the site plan meets the zoning as required for a B-5 zone property and that the project has all outside approvals - ICTC, Isabella County Drain office for storm water management, Township utilities, Mt. Pleasant Fire Department, and Isabella County Road Commission.

David Kapusansky, Design Engineers, represented the applicant by explaining their desire to expand the existing Aldi food market.

Buckley moved Shingles supported to approve site plan review SPR 2018-05 Aldi expansion of existing building by 2,187 square feet. Stating condition that the dumpster shall be screened per Ordinance 12.2H. Vote: Ayes: 8 Nays 0. Motion carried.

E. Discussion of Proposals received for Zoning Ordinance Update and Amendment

Discussion was held by the Planning Commission. It was decided to schedule a Special Meeting on Monday, June 4, 2018 at 6:30 p.m. to discuss the 4 proposals that were received.

Other Business

Extended Public Comment

Open 8:54 p.m.

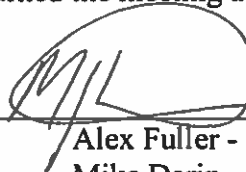
No comments were offered.

Final Board Comment

Mielke – Commented on not receiving the packet prior to the meeting.

Adjournment – Chairman Squattrito adjourned the meeting at 8:55 p.m.

APPROVED BY:



Alex Fuller - Secretary
Mike Darin – Vice Secretary

(Recorded by Jennifer Loveberry)

CHARTER TOWNSHIP OF UNION
Zoning Board of Appeals
Regular Meeting

A regular meeting of the Charter Township of Zoning Board of Appeals was held on May 2, 2018 at 7:00 p.m. at Union Township Hall.

Meeting was called to order at 7:03 p.m.

Roll Call

Present: Paul Gross, Jake Hunter Bryan Mielke, Andy Theisen and John Zerbe
Excused: Tim Warner

Others Present

Peter Gallinat & Jennifer Loveberry
Alternate Taylor Sheahan-Stahl

In the absence of Chair Warner, Vice Chair Mielke called Alternate Zerbe to the table.

Approval of Minutes

Theisen moved **Gross** supported the approval of the April 4, 2018 minutes as presented. **Vote: Ayes: 5 Nays 0. Motion carried.**

Correspondence / Board Reports

Township Planner, Gallinat mentioned TXT INT 2017-02 Interpret Section 8.325 (sidewalks) has been withdrawn from the ZBA by the applicant.

Approval of Agenda

Hunter moved **Theisen** supported to approve the agenda, adding Item 9B Planning Commission Zoning Ordinance Re-write Discussion. **Vote: Ayes: 5 Nays 0. Motion carried.**

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

Open – 7:07 p.m.

No comments were offered.

Public Hearings

New Business

A. ZBA Rules/Bylaws

Discussion was held by the Zoning Board of Appeals. No action taken. Reviewed Planning Commission Rules/Bylaws and gave Township Planner direction to bring back ZBA Rules/Bylaws to be voted on by ZBA at a future meeting.

B. PC Zoning Ordinance Re-write Discussion

Discussion was held by the Zoning Board of Appeals, talked about items that have been brought before the ZBA in the last 5 (five) years and how this Board can be helpful in the Planning Commissions re-write of the Township's Zoning Ordinance.

Other Business

Extended Public Comment

Open 7:49 p.m.

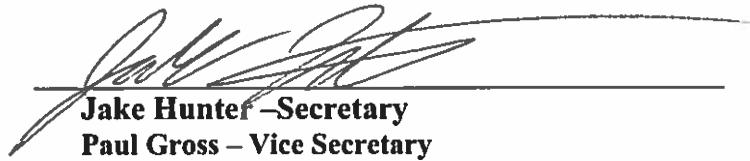
No comments were offered.

Final Board Comment

Adjournment

Vice Chair Mielke adjourned the meeting at 7:49 p.m.

APPROVED BY:


Jake Hunter – Secretary
Paul Gross – Vice Secretary

(Recorded by Jennifer Loveberry)

2018 CHARTER TOWNSHIP OF UNION
Board of Trustees
Regular Meeting

A regular meeting of the Charter Township of Union Board of Trustees was held on June 13, 2018 at 7:00 p.m. at Union Township Hall.

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

Roll Call

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

Excused: Trustee Mikus

Approval of Agenda

Cody moved **Rice** supported to approve the agenda as amended. **Vote: Ayes: 6 Nays: 0. Motion carried.**

Presentations

Public Hearings

Public Comment - open 7:02 p.m.

No comments were offered.

Reports/Board Comments

A. Board of Trustee Representative to the Planning Commission Appointment

Gunning nominated **Hauck** supported to appoint Clerk Cody as Board of Trustee Representative to the Planning Commission. **Vote: Ayes: 6 Nays: 0. Motion carried.**

Cody – City of Mt. Pleasant updates.

Hauck – Isabella County Road Commission updates.

Rice – Taxes will be in mailboxes on July 2, 2018.

Lannen – Updates from Isabella County Board of Commissioners meeting.

Woerle – Updates from the Saginaw Chippewa Indian Tribe.

Consent Agenda

- A. Communications
- B. Minutes May 23, 2018 – Regular Meeting
- C. Accounts Payable
- D. Payroll
- E. Meeting Pay
- F. Fire Reports

Rice moved **Cody** supported to approve the consent agenda with minor correction to minutes. **Vote: Ayes: 6 Nays: 0. Motion carried.**

BOARD AGENDA

A. Discussion/Action (Stuhldreher) Resolution to share in the design and construction costs of a restroom at the City of Mt. Pleasant Mission Creek Park

Lannen moved **Cody** supported to approve the Resolution to share in the design and construction costs of a restroom at the City of MT Pleasant Mission Creek Park in the amount of \$37,000. **Roll Call Vote: Ayes: Gunning, Cody, Rice, Hauck, Lannen, and Woerle Nays: 0. Motion carried.**

B. Discussion/ Action: (Smith) Resolution accepting the CGAP Grant for the Charter Township of Union/City of Mt. Pleasant Joint Water Study, naming Kimberly Smith as the representative

Woerle moved **Lannen** supported to approve the Resolution accepting the CGAP Grant for the Charter Township of Union /City of Mt. Pleasant Joint Water Study, naming Kimberly Smith as the representative. **Roll Call Vote: Ayes: Gunning, Cody, Rice, Hauck, Lannen, Mikus, and Woerle Nays: 0. Motion carried.**

C. Discussion/ Action: (DePriest) Consideration of adopting Resolution in support of the City of Escanaba in defense of the valuation method used in the tax appeal by Menard Inc.

Gunning moved **Cody** supported to approve the Resolution in support of the City of Escanaba in defense of the valuation method used in the tax appeal by Menard Inc. **Roll Call Vote: Ayes: Gunning, Cody, Rice, Hauck, Lannen, and Woerle Nays: 0. Motion carried.**

D. Discussion/Action: (Stuhldreher) Consider approval of the Collective Bargaining Agreement (CBA) between the Township and the Supervisory Unit bargaining group and the Non-Supervisory Unit bargaining group, respectively

Recusal by Clerk Cody – Supervisory Unit vote.

Lannen moved **Rice** supported to approve the Collective Bargaining Agreement (CBA) between the Township and the Supervisory Unit bargaining group. **Roll Call Vote: Ayes: Gunning, Rice, Hauck, Lannen, and Woerle Nays: 0. Motion carried.**

Lannen moved **Woerle** supported to approve the Collective Bargaining Agreement (CBA) between the Township and the Non-Supervisory Unit bargaining group. **Roll Call Vote: Ayes: Gunning, Cody, Rice, Hauck, Lannen, and Woerle Nays: 0. Motion carried.**

EXTENDED PUBLIC COMMENT - Open 8:17 p.m.

Matt Hagen– Running for Probate Judge - please visit www.facebook.com/matthagenforprobatejudge for more information.

MANAGER COMMENTS

- 5th Annual Clean up day was successful, 215 cars. Thank you to all vendors and volunteers.
- “Member at large” seat is open on the Sidewalk and Pathways Prioritization Committee.
- Public Notice letter sent out for an informational meeting regarding pump station 7 & 8 will be held at the Commission on Aging on June 20, 2018 from 5:30p.m. to 6:30p.m.
- Implementing a new department reporting routine to inform the Board what is going on currently and long term in the Township. Look for this information in the packet for 2nd Board Meeting in July.

FINAL BOARD MEMBER COMMENTS

Gunning – Commented on micro plastics and encouraged everyone to use the recycling program to dispose of plastics.

Hauck – Commented that the Township residents were really thankful for the Clean Up Day Event, volunteered for the event again next year.

Lannen – Commented on monetary commitment from Lansing to assist in sewer system in the Beal City.

Woerle – Reiterated the highlights from the originally adopted Humans Rights Ordinance Number 2012-06 on 10/10/12.

ADJOURNMENT

Rice moved **Cody** supported to adjourn the meeting at 8:32 p.m. **Vote: Ayes: 6 Nays: 0.**
Motion carried.

APPROVED BY:

Lisa Cody, Clerk

Ben Gunning, Supervisor

(Recorded by Jennifer Loveberry)

Charter Township of Union Payroll
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CHECK DATE: June 14, 2018

PPE: June 9, 2018

NOTE: CHECK TOTAL FOR TRANSFER

Gross Payroll	\$	52,991.21
Employer Share Med		740.14
Employer Share SS		3,164.77
SUI		335.13
Pension-Employer Portion		3,293.89
Workers' Comp		645.27
Life/LTD		493.84
Dental		989.22
Health Care		16,246.00
Health Care Contribution		(1,421.71)
Cobra/Flex Administration		-
PCORI Fee		-
Total Transfer to Payroll Checking	\$	<u>77,477.76</u>

NOTE: PAYROLL TRANSFER NEEDED

General Fund	\$	28,592.40
EDDA		-
WDDA		-
Sewer Fund		25,191.48
Water Fund		23,693.88
Total To Transfer from Pooled Savings	\$	<u>77,477.76</u>

**CHARTER TOWNSHIP OF UNION
MEETING PAY REQUEST FORM
2018**

BOARD MEMBER: Bill Hauck

MONTH: May

Date	Meeting	Time Attended		Total
		1hr or less	More than Hr	
5-24-18	ICRC		X	75. ⁰⁰

SIGNATURE: Bill Hauck **Date:** 6-11-18

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 - June 11, 2018 through June 17, 2018

Category	Code	Description	Twp	Resp	City	
Fire	100	Fire, Other				
	111	Building Fire			1	
	112	Fires in Structures other than a Building				
	113	Cooking Fire				
	114	Chimney or Flue Fire				
	116	Fuel Burner/Boiler Malfunction				
	130	Mobile Property Fire, Other				
	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)	200	Overpressure rupture, explosion, overheat			
		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	
	321	EMS Call excluding Veh. Accident			3	
	322	Motor Vehicle Acc. W/ Injuries	1	11	1	
	323	Motor Vehicle Acc/Pedestrian				
	324	Motor Vehicle Acc. W/no Injuries	1	10		
	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)				
	413	Oil of Combustible Liquid Spill	1	3		
	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			
	441	Heat from Short Circuit			
	442	Overheated Motor			1
	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			1
	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			
	555	Defective Elevator, No Occupants			
	561	Unauthorized Burning			
	571	Cover assignment, standby, moveup			
Good Intent Call					
	600	Good Intent Call, Other			
	611	Dispatched and Cancelled en route			
	622	No Incident Found on Arrival			
	631	Authorized controlled burning			
	650	Steam, gas mistaken for smoke,			
	651	Smoke Scare, Odor of Smoke			
	653	Smoke from Barbecue, Tar Kettle			
	661	EMS call, party already transported			
	671	HazMat Investigation, no HazMat			1
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	1	3	
	734	Heat Detector Activation - Malfunction			
	735	Alarm system sounded due to malfunction			
	736	CO detector activation due to malfunction			
	740	Unintentional transmission of alarm, other			1

	741	Sprinkler activation, no fire			
	743	Smoke Det. Activation - Unintentional			
	744	Detector activation, no fire			
	745	Alarm System Act. - Unintentional	1	2	
	746	Carbon Monoxide Activation, NO CO			
Severe Weather					
	812	Flood Assessment			
Special Incident Type	813	Wind Storm, Tornado/Hurricane Assessment			
	911	Citizen Complaint			
	9002	Civil Infraction Issued			
	9003	Affidavit Issued	5	29	11
		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 - June 4, 2018 through June 10, 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			
	130	Mobile Property Fire, Other			
	131	Passenger Vehicle Fire	1	14	
	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	10	
	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)	200	Overpressure rupture, explosion, overheat		
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	1
	321	EMS Call excluding Veh. Accident	1	2	2
	322	Motor Vehicle Acc. W/ Injuries			
	323	Motor Vehicle Acc/Pedestrian			
	324	Motor Vehicle Acc. W/no Injuries	2	9	1
	331	Lock-In (If lock out use 551)			
	342	Search for Person in Water			
	352	Extrication of Victim (s) from vehicle			
	353	Remove Victim from Stalled Elevator			
	360	Water & Ice-related Rescue, Other			
	361	Swimming /recreational water area rescue			
	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			
	440	Electric Wiring/Equipment Problem			
	441	Heat from Short Circuit			
	442	Overheated Motor			
	443	Breakdown of Light Ballast			
	444	Power Line Down			
	445	Arcing, shorted electrical equipment			
	451	Biological hazard, confirmed or suspected			
	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			
	555	Defective Elevator, No Occupants			
	561	Unauthorized Burning			
	571	Cover assignment, standby, moveup			
Good Intent Call					
	600	Good Intent Call, Other			
	611	Dispatched and Cancelled en route			
	622	No Incident Found on Arrival	2	7	
	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			1
	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			
	746	Carbon Monoxide Activation, NO CO			
Severe Weather					
	812	Flood Assessment			
Special Incident Type	813	Wind Storm, Tornado/Hurricane Assessment			
	911	Citizen Complaint			
	9002	Civil Infraction Issued			
	9003	Affidavit Issued	9	46	5
		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: June 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 23% of the revenues for the General Fund. State Revenue Sharing (56% 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	\$ 3,778,955		
GF Unrestricted	\$ 3,778,955	\$ 601,299	Yes
Fire Fund	\$ 1,358,075		
(Fire Truck Reserve)	\$ (400,000)		
FF Unrestricted	\$ 958,075	\$ 524,250	Yes
EDDA	\$ 1,092,305		
Projects	\$ (510,000)		
EDDA Unrestricted	\$ 582,305	\$ 28,220	Yes
WDDA	\$ 745,073		
Projects	\$ (390,000)		
WDDA Unrestricted	\$ 355,073	\$ 52,169	Yes
Sewer Fund	\$ 3,442,614		
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	\$ 3,203,439	\$ 524,900	Yes
Water Fund	\$ 3,280,519	\$ 270,537	Yes

Compliance

All funds are found to be in compliance.

Charter Township of Union



To: Township Board of Trustees
From: Mark Stuhldreher, Township Manager
Subject: Policy Governance Review
Date: June 21, 2018

Policy Review: 2.7 End Focus of Grant and Contracts
Type of Review: Internal
Review Interval: Annual
Review Month: June, 2018

Policy Wording

The Township Management Team may not enter into any grants and contract arrangements that fail to emphasize primarily the production of Ends and, secondarily, the avoidance of unacceptable means.

Manager Interpretation

Township Manager interprets this policy to indicate that all grant applications and contractual arrangements must be in executed with the goal of contributing to the accomplishment of and be consistent with the approved Global End Policies 1.0 through 1.6.

Justification for reasonability

The Township Manager has determined that the interpretation is reasonable based on the wording reflected in the policy itself.

Data

1. Participation Agreements for various road project contracts signed with Isabella County Road Commission.
2. Successfully applied for fire protection reimbursement grant from the State of Michigan receiving \$5,400 for fire protection on State owned buildings in the Township
3. Sewer Cleaning and Televising contract with Plummers Environmental Services in the amount of \$94,000 – completed to clear areas of sewer system with large amount of buildup or blockage and rate condition of sewer mains
4. Lincoln Road and Deerfield Water Tower internal and external maintenance contract with MC Sandblasting and Painting, LLC in the amount of \$179,000
5. Wellhead Protection Grant Application prepared and submitted to MDEQ – project was not funded in 2017 by MDEQ – will reapply in 2018
6. Successfully applied to the State of Michigan for tax increment finance reimbursement for lost personal property tax revenues for the East DDA and received \$55,000 for the East DDA
7. Successfully applied for the State of Michigan Sec 19 Grant program and was awarded \$59,000 to reimburse expenses incurred related to the 2017 flood event

Compliance: In compliance with policy as indicated.



REQUEST FOR TOWNSHIP BOARD ACTION

TO: Board of Trustees	DATE: 06/20/2018
FROM: Peter Gallinat Union Township Planner	DATE FOR BOARD CONSIDERATION: 06/27/2018
ACTION REQUESTED: Conduct a public hearing for Rezoning Ordinance 2018-03. At conclusion of public hearing consider adoption of Rezoning Ordinance 2018-03. (By roll call vote) If adopted publish notice of adoption in the paper.	

Current Action Emergency _____

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

Finance Approval _____

BACKGROUND INFORMATION

On July 18, 2017 the Charter Township of Union Planning Commission reviewed a rezoning request from owner Bellows Messenger LLC. This request was to rezone 501' x 298.5' of property currently owned by First Baptist Church of Mt. Pleasant from R-2A (One and Two Family, Low Density Residential District) to OS (Office Service District) located at 1802 E. High St. PID 14-023-20-016-01. The section of this parcel for consideration is Southwest portion on the corner of Bellows and Isabella Rd. The intention for the rezoning of the property is for the construction of a dermatology medical office. A public hearing was held on July 20, 2017 at a regular Planning Commission meeting. After the public hearing the Planning Commission carefully deliberated on the request. The Planning Commission determined the rezoning to be compatible with the surrounding area and the Future Land Use Map.

The County Planning Commission reviewed on August 10, 2017 as required by the Township Zoning Ordinance. The Township approved the request on August 23, 2017. Since that time the applicant has needed to modify the section of property to be rezoned. The new request is to rezone a 477' x 369.92' of property now known as PID 14-23-20-016-03. The Planning Commission held a public hearing and carefully reviewed this new request on 5/15/2018. The Planning Commission voted unanimously to recommend approval due to a similar rezone having approval.

The Board of Trustees introduced Rezoning Ordinance 2018-03 at the May 23, 2018 Township Board meeting. The Board voted to hold a public meeting for the consideration of adoption of Rezoning Ordinance 2018-03. The County Planning Commission reviewed Rezoning Ordinance 2018-03 on June 14, 2018. The County Commission had no comments on the application.

SCOPE OF SERVICES

N/A

JUSTIFICATION

The rezoning request has been reviewed by the Township Planning Commission. The Township Board voted to hold a public hearing for the consideration of adoption of Rezoning Ordinance 2018-03 on May 23, 2018. The County Planning Commission reviewed Rezoning Ordinance 2018-03 on June 14, 2018 with no comments.

PROJECT IMPROVEMENTS

The following Board of Trustees goal is addressed with the request (From Policy 1.0: Global End).

1. Community well-being and common good

COSTS

N/A

PROJECT TIME TABLE

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.

RESOLUTION

Authorization is hereby given to adopt Rezoning Ordinance 2018-03

Resolved by _____ Seconded by _____

- Yes:
- No:
- Absent:



REQUEST FOR TOWNSHIP BOARD ACTION

To: Board of Trustees	DATE: 06/20/2018
FROM: Peter Gallinat Township Planner	DATE FOR BOARD CONSIDERATION: 06/27/2018
ACTION REQUESTED: Approve SUP 2018-03 "Bank with a drive through" on the condition that the drive through remains located on the north side of the building.	

Current Action _____ Emergency _____

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

Finance Approval _____

BACKGROUND INFORMATION

The Charter Township of Union Planning Commission held a public hearing for SUP 2018-03 a "bank with a drive through" at a regular meeting on June 19, 2018. The property is located at 2000 Parkland Dr. No comments were received during the public hearing. The Planning Commission carefully reviewed the application with requirements from Section 30 of the Zoning Ordinance regarding Special Land Uses. The Commission voted unanimously to recommend approval of SUP 2018-03 on the condition that the location of the drive thru remains on the north side of the building. The current owner is Central Development Group LLC. Mercantile Bank of Michigan has been granted authorization of the current owner to seek approvals for this project.

In addition to reviewing SUP 2018-03 the Charter Township of Union Planning Commission reviewed and approved Site Plan SPR 2018-06 on the condition that SUP 2018-03 is approved by the Board of Trustees. At the time of approval SPR 2018-03 had received all outside agency approvals and meets zoning standards of the Zoning Ordinance.

SCOPE OF SERVICES

N/A

JUSTIFICATION

The Charter Township of Union Planning Commission has recommended SUP 2018-03 for approval based on their analysis that the application meeting the requirements of Section 30 of the Zoning Ordinance.

PROJECT IMPROVEMENTS

The following Board of Trustees goal is addressed with the request (From Policy 1.0: Global End).

1. Commerce
2. Prosperity through economic diversity, cultural diversity, and social diversity

COSTS

N/A

PROJECT TIME TABLE

The Special Use Permit if approved will remain valid with the property regardless of change in ownership. If the development of the project associated with the special use is not commenced within one (1) year of approval the permit may be reconsidered by the Planning Commission.

RESOLUTION

Authorization is hereby given to approve SUP 2018-03 with the condition that the drive through be located on the north side of the building

Resolved by _____ Seconded by _____

Yes:
No:
Absent:

CHARTER TOWNSHIP OF UNION
Planning Commission
Regular Meeting

A regular meeting of the Charter Township of Union Planning Commission was held on June 19, 2018 at the Township Hall.

Meeting was called to order at 7:01 p.m.

Roll Call

Present: Buckley, Darin, Fuller, LaBelle II, Mielke, Shingles, Squattrito, & Webster

Excused: Fuller

Others Present

Township Planner, Peter Gallinat and Secretary, Jennifer Loveberry

Approval of Minutes

Shingles moved **Mielke** supported the approval of the May 15, 2018 regular meeting minutes as presented. **Vote: Ayes: 8 Nays: 0. Motion carried.**

LaBelle moved **Buckley** supported the approval of the June 4, 2018 special meeting minutes as amended. **Vote: Ayes: 8 Nays: 0. Motion carried.**

Correspondence / Reports

- Sidewalk and Pathway Prioritization Committee – Member at large position open

Approval of Agenda

Webster moved **Shingles** supported approval of the agenda as amended, moving Mercantile SPR 2018-06 to New Business. **Vote: Ayes: 8 Nays 0. Motion carried.**

Public Comment

Open 7:11 p.m.

No comments were offered.

New Business

A. SUP 2018-03 Mercantile Bank with Drive Thru

Location: 2000 Parkland Dr. Owner: Central Development Group

Introduction by Gallinat, Township Planner stated that the property is currently for sale by Central Development Group and they have authorized Mercantile Bank as applicant, allowing their consultants to submit drawings and engineering data to process and secure approvals. Mercantile Bank stated that they are requesting a special use permit as they are proposing an accessory drive thru as the bank will be their principal use.

Buckley moved **Cody** supported to recommend approval of SUP 2018-03 to the Board of Trustees, contingent to the approval of SPR 2018-06 and that the drive thru remain on the North side of the building, with the direction of the drive thru going East to West. **Vote: Ayes: 8 Nays 0. Motion carried.**

B. SPR 2018-06 Mercantile Bank with Drive Thru

Location: 2000 Parkland Dr. Owner: Central Development Group

Peter Gallinat, Township Planner, gave a brief introduction stating that the applicant is requesting to construct a bank with a drive thru.

Nathan Torrey, Civil Engineer with FTCH, answered questions from the Planning Commissioners as well as the applicant, Tony Barendsen, of Mercantile Bank.

Mielke moved **Webster** supported to approve SPR 2018-06 Mercantile Bank with Drive Thru as presented. **Vote: Ayes: 8 Nays 0. Motion carried.**

Other Business

Extended Public Comment

Open 8:21 p.m.

No comments were offered.

Final Board Comment

Adjournment – Chairman Squattrito adjourned the meeting at 8:23 p.m.

APPROVED BY:

Alex Fuller - Secretary

Mike Darin – Vice Secretary

(Recorded by Jennifer Loveberry)



Peter Gallinat, Township Planner
pgallinat@uniontownshipmi.com
2010 South Lincoln
Mt. Pleasant, MI 48858
Phone 989-772-4600 Ext. 241
Fax 989-773-1988

TO: Planning Commission
FROM: Township Planner

New Business

SUBJECT: A) SUP 2018-03 Bank with a drive thru. 2000 Parkland Dr.

Applicant: Mercantile Bank

Owner: Central Development Group LLC

Location: 2000 Parkland Dr. Central Parkway MT PLEASANT, MI 48858

Current Zoning: OS Office District.

Adjacent Zoning: OS to the north, and East. MP city to the south.

Future Land Use/Intent: Neighborhood Service: Located primarily along corridors adjoining lower intensity land uses, the intent of this district is to limit future retail and focus on small-scale personal service and office uses. This district accommodates shallow lots, providing a good buffer and transition to residential uses and limiting heavy commercial and general retail uses so they can be focused on other areas of the township. Rear yards adjoining residential areas should be well-screened to limit impacts of higher intensity uses. These areas should be accessible and comfortable for the pedestrian and should create a sense of place along the roadway.

Current Use: Vacant

Reason for Request: Applicant request to construct a Bank with a drive thru.

History: Units 7 and 2 are part of a Subdivision Condo Platt that was approved by the Township in 2013.

Objective of board: Within reasonable time following the public hearing, the Planning Commission shall review the application for the special use permit, testimony received at the public hearing, and other materials submitted in relation to the request and make a recommendation to the Township Board. Please refer to section 30.3.A.1-10 before making a recommendation

Recommend at this time to recommend approval of SUP 2018-03 to the Board of Trustees.

- Proposed drive thru will be accessory to the bank as the principal use.
- Board may consider conditions dealing with lighting, and hours of operation so that residential homes to the south have a minimal impact
- The proposed special use fits with the proposed permitted use and other permitted uses active located on Central Parkway.

Peter Gallinat
Twp Planner

APPLICATION FOR A SPECIAL USE PERMIT

I (we) Tony Barendsen, Mercantile Bank OWNERS OF PROPERTY AT 2000 Parkland Drive LEGAL DESCRIPTION AS FOLLOWS:

UNITS 3 AND 7 OF BAMBER OFFICE PARK SITE CONDOMINIUM, ACCORDING TO THE MASTER DEED THEREOF RECORDED IN LIBER 1657, PAGES 461-499 INCLUSIVE, AND DESIGNATED AS SABELLA COUNTY CONDOMINIUM SUBDIVISION PLAN NO. 59, WITH RIGHTS IN GENERAL COMMON ELEMENTS AND LIMITED COMMON ELEMENTS AS SET FORTH IN SAID MASTER DEED AND AMENDMENTS AND AS DESIGNATED IN ACT 59 OF THE PUBLIC ACTS OF MICHIGAN OF 1978 AS AMENDED, UNION TOWNSHIP, ISABELLA COUNTY, MICHIGAN

Respectfully request that a determination be made by the Township Board on the following request:

I. Special Use For Bank with drive thru

II. Junk Yard Permit

Note: Use one of the sections below as appropriate. If space provided is inadequate, use a separate sheet.

I. Special Use Permit is requested for Bank with drive thru

Give reason why you feel permit should be granted: Drive thru banking is a significant component of the business and an expectation of the customer.

II. Junk Yard Permit requirements are:

Location of property to be used _____

Zoning of the area involved is OS Office/Service

Zoning of the abutting areas OS Office/Service

Fees \$350 Signature of Applicant Tony Barendsen Mercantile Bank

Date 5/29/2018

Central Development Group LLC
13610 Big Bend Drive
PO box 7200
Hudson, Florida 34764

May 15, 2018

Charter Township of Union
Peter Gallinat, Planner
2010 S Lincoln Road
Mt Pleasant, MI 48858

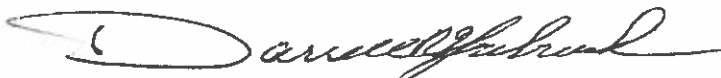
RE: Bamber Office Park site condos, units 3 &7

Dear Mr. Gallinat,

Mercantile Bank of Michigan is working to develop a project in Bamber Office Park for new offices and facilities. We would like to authorize Mercantile Bank the applicant and their consultants to submit drawings, engineering data etc. to process and secure approvals and permits for their development.

Should you have any questions, do not hesitate to contact me via phone or email

Sincerely,



Darrell Herbruck, Member
Central Development Group LLC
archconinc@gmail.com
989-621-1491

UNION TOWNSHIP PUBLIC HEARING NOTICE -SPECIAL USE PERMIT

NOTICE is hereby given that a Public Hearing will be held on Tuesday, June 19, 2018, at 7:00 p.m. at the Union Township Hall located at 2010 South Lincoln Road, Mt. Pleasant, Michigan, before the Union Township Planning Commission for the purpose of hearing any interested persons in the following request for a Special Use Permit, as allowed by the Union Township Zoning Ordinance 1991-5 as amended.

Requested by **Mecantile Bank**, a Special Use Permit in an OS (Office Service District) for a Bank with a drive thru.

Legal Description of property: T14N R4W BAMBER OFFICE PARK SITE CONDOMINIUM UNIT #3. COMBINATION/SPLIT FOR 2014 FROM 009-30-004-02 & 009-30-010-02 & 009-30-010-04 & 009-30-010-06 & 009-30-010-07 & 009-30-010-09 & 009-30-010-10 THEN SPLIT TO 009-30-010-11 & 043-00-001-00 THRU 043-00-012-00

This property is located at: 2000 Parkland Dr. MT PLEASANT, MI 48858
PID 14-043-00-003-00

All interested persons may submit their views in person, in writing, or by signed proxy prior to the public hearing or at the public hearing.

All materials concerning this request may be seen at the Union Township Hall, located at 2010 S. Lincoln Road, Mt. Pleasant, Michigan, between the hours of 8:30 a.m. and 4:30 p.m., Monday through Friday. Phone (989) 772 4600 extension 241.

Peter Gallinat,
Township Planner



The vacant parcel outlined in RED is the applicant parcel (2000 Parkland Dr). The applicant is Mercantile Bank. Mercantile Bank has requested a special use permit for the use of a bank with a drive thru in an OS (Office Service District). The YELLOW line represents a 300 FT radius around the applicant parcel. The parcels shaded in YELLOW lay within that 300 FT radius.

CENTRAL DEVELOPMENT GROUP LLC
 PO BOX 7200
 HUDSON, FL 34674-7200

MCCRACKEN CATHERINE M
 1990 S BAMBER RD
 MOUNT PLEASANT, MI 48858

LEBLANC KEITH E
 PO BOX 208
 MOUNT PLEASANT, MI 48804-0208

BURKE THOMAS & CHARMAINE
 2490 E PICKARD RD
 MOUNT PLEASANT, MI 48858

~~CENTRAL DEVELOPMENT GROUP LLC
 PO BOX 7200
 HUDSON, FL 34674-7200~~

NATIONAL DJS LOGISTICS LLC
 1985 PARKLAND DR
 MOUNT PLEASANT, MI 48858

~~CENTRAL DEVELOPMENT GROUP LLC
 PO BOX 7200
 HUDSON, FL 34674-7200~~

DDD INVESTMENTS LLC
 1985 ASHLAND DR STE A
 MT PLEASANT, MI 48858

~~CENTRAL DEVELOPMENT GROUP LLC
 PO BOX 7200
 HUDSON, FL 34674-7200~~

~~CENTRAL DEVELOPMENT GROUP LLC
 PO BOX 7200
 HUDSON, FL 34674-7200~~

~~CENTRAL DEVELOPMENT GROUP LLC
 PO BOX 7200
 HUDSON, FL 34674-7200~~

PARKLAND DHS LLC
 PO BOX 7200
 HUDSON, FL 34674-7200

~~CENTRAL DEVELOPMENT GROUP LLC
 PO BOX 7200
 HUDSON, FL 34674-7200~~

CURRAGHVIEW INVESTMENTS LLC
 2325 HAWTHORN DR
 MOUNT PLEASANT, MI 48858

SCHAFFER ALLEN C & DEBORAH S
 1861 W PICKARD ST
 MT PLEASANT, MI 48858

WILLIAMS NICHOLAS & MARNIE
 1851 W PICKARD
 MT PLEASANT, MI 48858

HILL JAMES & CAROLYN
 1841 W PICKARD ST
 MT PLEASANT, MI 48858

OTTEMAN IRENE M TRUST
 PO BOX 631
 MT PLEASANT, MI 48804-0631

MEYER JOSEPH
 1821 W PICKARD ST
 MT PLEASANT, MI 48858

CARBEE JOHN C & JULIE A
 1811 W PICKARD ST
 MT PLEASANT, MI 48858

GERDEMAN KYLE & ANGELA
 1870 BEECH
 MT PLEASANT, MI 48858

GOODRICH JAMES R
 1860 BEECH
 MT PLEASANT, MI 48858

SCOBY PAUL & SARAH
 1850 BEECH
 MT PLEASANT, MI 48858

BENFORD JOHN G & DIANE L
 1840 BEECH
 MT PLEASANT, MI 48858

BULLARD KODY & WILLIAMS MARISA
 1830 BEECH
 MT PLEASANT, MI 48858

SCHAFFER KEVIN & CATHERINE
 1820 BEECH
 MT PLEASANT, MI 48858

COLLINS DONNA E REV TRUST
 1810 BEECH
 MT PLEASANT, MI 48858

Pleasant Equities LLC
 1970 ASHLAND DR.
 MT. Pleasant, MI 48858

AFFIDAVIT OF PUBLICATION

2125 Butterfield Dr, Suite 102N • Troy MI 48084

CHARTER TOWNSHIP OF UNION
2010 S Lincoln

Mount Pleasant, MI 48858
Attention: Peter Gallinat

STATE OF MICHIGAN,
COUNTY OF ISABELLA

The undersigned Justin Denemy, being duly sworn the he/she is the principal clerk of Morning Sun, morningstarpublishing.com, published in the English language for the dissemination of local or transmitted news and intelligence of a general character, which are duly qualified newspapers, and the annexed hereto is a copy of certain order, notice, publication or advertisement of:

UNION TOWNSHIP PUBLIC HEARING NOTICE -SPECIAL USE PERMIT

NOTICE is hereby given that a Public Hearing will be held on Tuesday, June 19, 2018, at 7:00 p.m. at the Union Township Hall located at 2010 South Lincoln Road, Mt. Pleasant, Michigan, before the Union Township Planning Commission for the purpose of hearing any interested persons in the following request for a Special Use Permit, as allowed by the Union Township Zoning Ordinance 1991-5 as amended.

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This property is located at: 2000 Parkland Dr. MT PLEASANT, MI 48858
PID 14-043-00-003-00

All interested persons may submit their views in person, in writing, or by signed proxy prior to the public hearing or at the public hearing.

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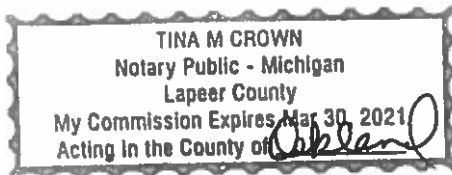
Peter Gallinat,
Township Planner

Published: June 4, 2018

CHARTER TOWNSHIP OF UNION

Published in the following edition(s):

Morning Sun	06/04/18
morningstarpublishing.com	06/04/18



Sworn to the subscribed before me this 6th June 2018

Tina M. Crown
Notary Public, State of Michigan
Acting in Oakland County

Advertisement Information

Client Id: 531226

Ad Id: 1599470

PO:

Sales Person: 200301



# EXTERIOR MATERIAL SCHED.				
MARK	MATERIAL	MANUFACTURER	COLOR/FINISH	REMARKS
FB	FACE BRICK	-	COLOR: TO MATCH EXISTING, SIZE: 4X4X12 UTILITY	-
CS-1A	CAST STONE BULLNOSE	-	COLOR: BUFFSTONE	R1
CS-1B	CAST STONE BULLNOSE	-	COLOR: BUFFSTONE	R1
CS-2	CAST STONE PANEL	-	COLOR: BUFFSTONE	R1
CS-3	CAST STONE MEDALLION	-	COLOR: PEWTER	R1
CS-4	CAST STONE PANELS	-	COLOR: BUFFSTONE	R1
CS-5	CAST STONE SILL	-	COLOR: BUFFSTONE	R1
CS-6	CAST STONE SLOPED SILL	-	COLOR: BUFFSTONE	R1
MP-1	METAL PANEL	-	ANODIZED ALUMINUM	-
MP-2	METAL PANEL	-	COPPER	-
MP-3	METAL PANEL CORNICE	-	CLEAR ANODIZED ALUMINUM	-
MP-4	METAL PANEL COLUMN COVER	-	CLEAR ANODIZED ALUMINUM	-
MP-5	METAL VERTICAL STANDING SEAM	-	WHITE - MATCH EXISTING PROFILE	-
MR	STANDING SEAM METAL ROOF	-	CLEAR ANODIZED ALUMINUM	-
F-1	CURTAIN WALL FRAME	-	CLEAR ANODIZED ALUMINUM	-
F-2	STOREFRONT FRAME	-	CLEAR ANODIZED ALUMINUM	-
IG-1	GLAZING	SOLAR ECLIPSE	REFLECTIVE BRONZE #2 EXTERIOR LOW-E COATING #3 SUNGATE (500) ON CLEAR GLASS INTERIOR	-
IG-2	GLAZING	-	CLEAR GLASS EXTERIOR - LOW-E COATING #3 ON CLEAR GLASS INTERIOR	-
EXPT-1	EXTERIOR PAINT	-	WHITE TO MATCH EXISTING	-
EXPT-2	EXTERIOR PAINT	-	WHITE	-

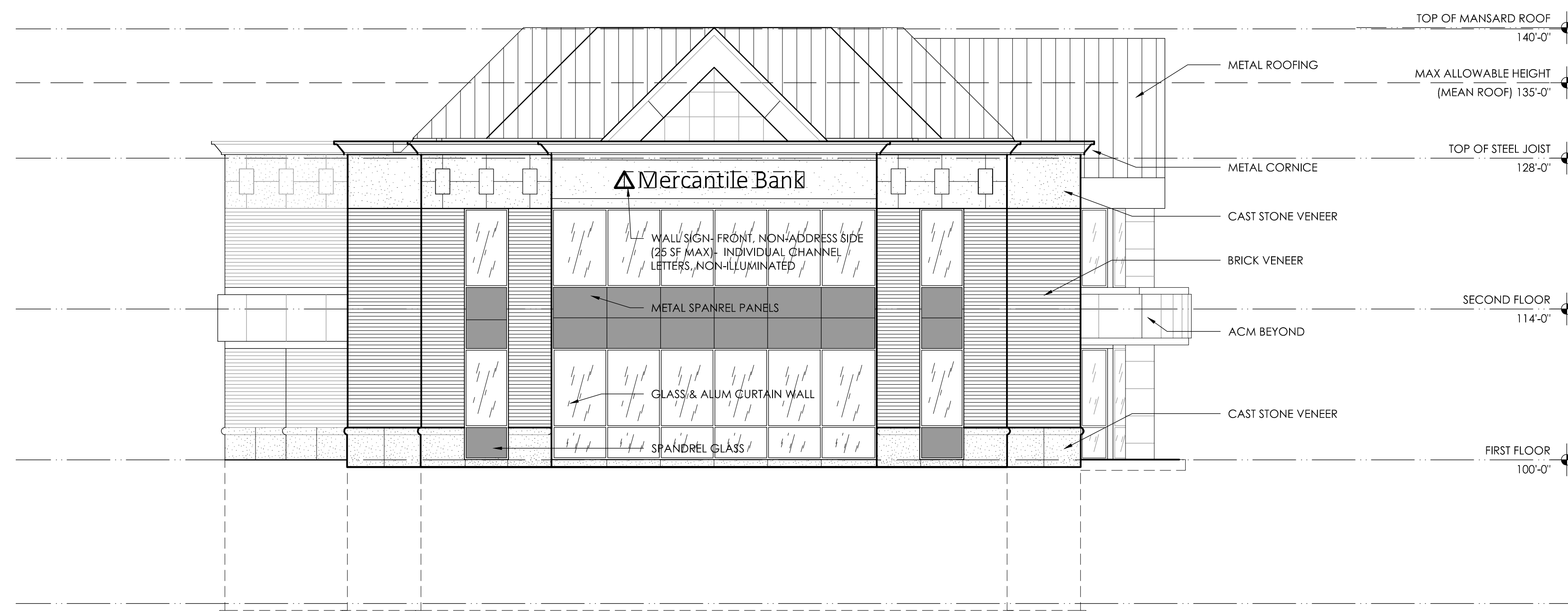
REMARKS:
R1 - SEE DETAILS ON SHEET AXXX FOR DIMENSIONS OF CAST STONE

*MWCJ - DENOTES MASONRY WALL CONTROL JOINT

GENERAL NOTES



2 EAST ELEVATION
1/8"=1'-0"



1 SOUTH ELEVATION
1/8"=1'-0"

Proposed new branch & office:

Mercantile Bank
2000 Parkland Drive
Mt. Pleasant, Michigan

ISSUED: 06/04/2018 SPA SUBMITTAL

TITLE: ELEVATIONS

SHEET: **A501**

FILE: 1709-16

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REQUEST FOR TOWNSHIP BOARD ACTION

TO: Board of Trustees	DATE: June 21, 2018
FROM: Mark Stuhldreher, Township Manager	DATE FOR BOARD CONSIDERATION: June 27, 2018
ACTION REQUESTED: Approval of a Participation Agreement with the Isabella County Road Commission (ICRC) in the amount of \$166,699.86 to provide funding for the Lincoln Rd-Broomfield Rd intersection to Bridge project and to approve an amendment to the West DDA fund in the amount of \$230,000.00 related to the same project as recommended by the Economic Development Authority	

Current Action Emergency

Funds Budgeted: If Yes Account # No N/A

Finance Approval *MDS*

BACKGROUND INFORMATION

The Lincoln Rd improvement project from M-20 south to Broomfield Rd has been in the works for several years. In 2017 phase I, the bridge replacement, was completed. Phase II of the project is improvements to Lincoln Rd south of the bridge to and including the Broomfield Rd intersection. The final phase, to be completed sometime in the future, is the section of Lincoln Rd north of the bridge to M-20.

In February of 2018, the Economic Development Authority Board (EDA) approved a 2018/2019 Project Funding List. As part of this list, improvements to Lincoln Rd-Broomfield Rd intersection to Bridge (phase II) was included.

At their June 19, 2018 meeting, the EDA approved a Participation Agreement with the ICRC to support funding for phase II of the project in the amount of \$330,000 to be provided by the West Downtown Development Authority (WDDA) Fund. The EDA also amended the WDDA fund to appropriate the fund for the project in the amount of \$230,000. By rule, the Board of Trustees needs to approve the budget amendments to this fund.

To fully fund phase II of the project, it is recommended that the Union Township general fund participate in the project funding in the amount of \$166,699.86.

The project includes reconstruction and widening of Lincoln Rd and the addition of traffic signaling at the intersection of Lincoln and Broomfield Rd.

SCOPE OF SERVICES

The ICRC, as owners of the road, is responsible for the design and construction of the improvements. The EDA and Union Township are funding partners for the project. Additional funding partners are the State of Michigan and the ICRC.

JUSTIFICATION

Improvements to this section of Lincoln Rd will facilitate development in this section of the Township and enhance safety along this section of the road.

PROJECT IMPROVEMENTS

The following Board of Trustees goals are addressed in these budget amendments (From Policy 1.0: Global End)

- Community well-being and common good
- Safety
- Commerce

COSTS

Estimated Project Cost	\$2,013,399.72
Resources	
State Funding-Hauck	\$600,000.00
State Funding-MDOT	\$750,000.00
Isabella County Rd Commission	\$166,699.86
Union Township General Fund	\$166,699.86
Union Township WDDA (per project list approved in February, 2018)	\$330,000.00

The Union Township General Fund contribution to this project will be provided by accumulated fund balance. Any funds not spent in FY 2018 will be reserved in the fund balance and included in the FY 2019 budget.

At year end 2017, the General Fund unassigned fund balance was \$3.570 million dollars or approximately 225% of annual expenses. It is estimated that the year end 2018 General Fund unassigned fund balance after accounting for this project will be \$3.099 million dollars or approximately 172% of annual expenses.

At year end 2017, the WDDA fund unassigned fund balance was \$615,000 dollars. Projected 2018 year end fund balance is estimated at \$179,000 dollars after accounting for this project and previously approved projects.

PROJECT TIME TABLE

Upon approval of the Participation Agreements, the task of acquiring easements will commence. The actual construction is projected to being in 2019.

RESOLUTION

Authorization is hereby given to approve the attached Participation Agreement between the Township and the ICRC in the amount of \$166,699.86 and to amend the FY 2018 budget for the West DDA fund in the amount of \$230,000.

Motion by _____ Seconded by _____

Yes:

No:

Absent:

TOWNSHIP PARTICIPATION CONTRACT

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

Project No. 459-014-711435 Lincoln Rd – Broomfield Intersection to Bridge	<u>Contracted Cost</u>	<u>Contingency</u>	<u>TOTALS</u>
Estimated Cost	\$1,830,363.38	\$183,036.34	\$2,013,399.72
STATE FUNDING-HAUCK	(600,000.00)	(0.00)	(600,000.00)
MDOT GRANT (S)	(750,000.00)	(0.00)	(750,000.00)
Unfunded Portion	\$480,363.38	\$183,036.34	\$ 663,399.72
I.C.R.C. Share	\$ 75,181.69	\$ 91,518.17	\$ 166,699.86
UNION TOWNSHIP EDA SHARE	\$330,000.00	\$ 0.00	\$ 330,000.00
UNION TOWNSHIP SHARE	\$ 75,181.69	\$ 91,518.17	\$ 166,699.86

Note – Design & Construction Engineering Costs are also included in the ICRC's total Share

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

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

UNION TOWNSHIP EDA

ISABELLA COUNTY ROAD COMMISSION

By: _____
Supervisor

By: _____
Manager

By: _____
Clerk

By: _____
Board Secretary

Board Approval on: _____

Board Approval on: _____



REQUEST FOR TOWNSHIP BOARD ACTION

TO: Board of Trustees	DATE: June 21, 2018
FROM: Mark Stuhldreher, Township Manager	DATE FOR BOARD CONSIDERATION: June 27, 2018
ACTION REQUESTED: Approval of a Participation Agreement with the Isabella County Road Commission (ICRC) in the amount of \$267,453.00 to provide funding for the Isabella Rd Intersection Safety Improvements Project	

Current Action Emergency

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

Finance Approval MDS

BACKGROUND INFORMATION

A safety traffic study was conducted for the section of Isabella Rd between M-20 and Bluegrass in 2015/2016. The study was jointly funded by the ICRC and Union Township. The report was issued in September, 2016 and a presentation provided to the Township in the spring of 2017.

Based on the recommendation contained in the report, design and engineering commenced for improvements to the intersections at High/Remus, Broomfield and Bluegrass. Funding for the project is being provided by the State of Michigan, the Road Commission, and the Saginaw Chippewa Tribe 2% program. To fully fund the project, it is recommended that the Union Township general fund participate in the amount of \$267,453.00.

The project includes lane, signaling and pedestrian improvements at the three intersections as generally described below:

Isabella Road @ Bluegrass

- New traffic signal with pedestrian signals.

Isabella Road @ Broomfield

- New Box Span traffic signal with pedestrian signals.
- ADA sidewalk ramps.

Isabella Road @ Remus/High

- New box span traffic signal with pedestrian signals
- ADA sidewalk ramps
- Add center left turn lane on Isabella road.

SCOPE OF SERVICES

The ICRC, as owner, is responsible for the design and construction of the improvements. The Tribe and Union Township are funding partners for the project. Additional funding partners are the State of Michigan and the ICRC.

JUSTIFICATION

Improvements to these intersections will improve safety and traffic flow along this major corridor.

PROJECT IMPROVEMENTS

The following Board of Trustees goals are addressed in these budget amendments (From Policy 1.0: Global End)

- Community well-being and common good
- Safety
- Health
- Commerce

COSTS

Estimated Project Cost	\$1,314,906.00
Resources	
State Funding-MDOT	\$600,000.00
Isabella County Rd Commission	\$267,453.00
Union Township General Fund	\$267,453.00
Saginaw Chippewa Tribe 2%	\$180,000.00

The Union Township General Fund contribution to this project will be provided by accumulated fund balance. Any funds not spent in FY 2018 will be reserved in the fund balance and included in the FY 2019 budget.

At year end 2017, the General Fund unassigned fund balance was \$3.570 million dollars or approximately 225% of annual expenses. It is estimated that the year end 2018 General Fund unassigned fund balance after accounting for this and other previously approved project will be \$3.099 million dollars or approximately 172% of annual expenses.

PROJECT TIME TABLE

Upon approval of the Participation Agreement, the task of acquiring easements will commence. The actual construction is projected to begin in 2019.

RESOLUTION

Authorization is hereby given to approve the attached Participation Agreement between the Township and the ICRC in the amount of \$267,453.00.

Motion by _____ Seconded by _____

- Yes:
- No:
- Absent:

TOWNSHIP PARTICIPATION CONTRACT

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

Project No. 465-14-811402 465-14-811403 465-14-811411	Isabella Road (High/Remus, Broomfield, Bluegrass intersections)		
	<u>Contracted Cost</u>	<u>Contingency</u>	<u>TOTALS</u>
Estimated Cost	\$1,215,697.00	\$ 99,209.00	\$1,314,906.00
MDOT GRANT (S)	(600,000.00)	(0.00)	(600,000.00)
Unfunded Portion	\$615,697.00	\$ 99,209.00	\$ 714,906.00
I.C.R.C. Share	\$217,848.50	\$ 49,604.50	\$ 267,453.00
UNION TOWNSHIP SHARE 2%	\$180,000.00	\$ 0.00	\$ 180,000.00
UNION TOWNSHIP SHARE	\$217,848.50	\$ 49,604.50	\$ 267,453.00

Note – Design & Construction Engineering Costs are also included in the ICRC’s total Share

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

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

UNION TOWNSHIP

ISABELLA COUNTY ROAD COMMISSION

By: _____
Supervisor

By: _____
Manager

By: _____
Clerk

By: _____
Board Secretary

Board Approval on: _____

Board Approval on: _____



REQUEST FOR TOWNSHIP BOARD ACTION

TO: Board of Trustees	DATE: June 21, 2018
FROM: Mark Stuhldreher, Township Manager	DATE FOR BOARD CONSIDERATION: 06/27/2018
ACTION REQUESTED: Board of Trustees annual review of Board Governance Policy No. 3.5 – Board Commission and Community Linkage	

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, 2014 and 2018. 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 3.5 (Board Commission and Community Linkage), are to be reviewed and monitored for compliance on an annual basis.

Board Policy 3.5 – Board Commission and Community Linkage

The Policy states: “Annually, the Board will host the Planning Commission, Sustainability Committee, Zoning Board of Appeals, the Union Township Economic Development Authority and the Mid-Michigan Development Corporation to share Ends and promote alignment within the community.” Due to the length, the entire policy is attached. Following the policy is an evaluation section that can be used for the review/discussion of Policy No. 3.5.

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

Board Compliance Monitoring Tool

Policy: 3.5 Board Commission and Community Linkage
Type: Direct Inspection
Occurrence: Annual
Date: June 2018

Policy:

Annually, the Board will host the Planning Commission, Sustainability Committee, Zoning Board of Appeals, the Union Township Economic Development Authority and the Mid-Michigan Development Corporation to share Ends and promote alignment within the community.

Accordingly,

- 3.5.1 To keep the Board fully informed, the Planning Commission, Sustainability Committee, Zoning Board of Appeals, the Union Township Economic Development Authority and the Mid-Michigan Development Corporation will be invited to give an annual report to the Board in the third quarter of each year.
- 3.5.2 To promote regional linkage, the Township Board will attempt to meet periodically with bordering municipalities, county authorities, and the Saginaw Chippewa Nation.
- 3.5.3 The Township Board will name a liaison to each of these groups to establish and maintain communication with these authorities and report back to the Township Board.

Use this evaluation form for discussion at the Board of Trustees Meeting on June 27th 2018. Review all sections of the policy listed and evaluate our compliance with policy.

1. Indicate item by item if you believe: **Yes** or **No** is the Board in strict compliance with the policy as stated.
2. If you indicated that the Board is not in strict compliance with the policy as stated, please indicate what you notice that gives evidence that 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 the policy more completely?



REQUEST FOR TOWNSHIP BOARD ACTION

TO: Board of Trustees	DATE: June 21, 2018
FROM: Mark Stuhldreher, Township Manager	DATE FOR BOARD CONSIDERATION: 06/27/2018
ACTION REQUESTED: Board of Trustees annual review of Board Governance Policy No. 3.6 – Supervisor’s Role in the Board’s Process	

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, 2014 and 2018. 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 3.6 (Supervisor’s Role in the Board’s Process), are to be reviewed and monitored for compliance on an annual basis.

Board Policy 3.6 – Supervisor’s Role in the Board’s Process

The Policy states: “The Supervisor assures the integrity of the board's process and, secondarily, occasionally represents the board to outside parties.” Due to the length, the entire policy is attached. Following the policy is an evaluation section that can be used for the review/discussion of Policy No. 3.6.

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

Board Compliance Monitoring Tool

Policy: 3.6 Supervisor's Role in the Board's Process
Type: Direct Inspection
Occurrence: Annual
Date: June 2018

Policy:

The Supervisor assures the integrity of the board's process and, secondarily, occasionally represents the board to outside parties.

Accordingly:

- 3.6.1 The job result of the Supervisor is that the board abides consistently with its own rules and those legitimately imposed upon it from outside the organization.
 - 3.6.1.1 Meeting discussion content will be only those issues which, according to board policy, clearly belong to the board to decide, not the Township Manager.
 - 3.6.1.2 Deliberation will be fair, open, and thorough, but also timely, orderly, and kept to the point.
- 3.6.2 The authority of the Supervisor consists in making decisions that fall within topics covered by board policies on Governance Process and Board-Management Linkage, with the exception of (a) employment or termination of the Township Manager and (b) where the board specifically delegates portions of this authority to others. The Supervisor is authorized to use any reasonable interpretation of the provisions in these policies.
 - 3.6.2.1 The Supervisor is empowered to chair board meetings with all the commonly accepted power of that position (e.g., ruling, recognizing).
 - 3.6.2.2 The Supervisor has no authority to make decisions about policies created by the board within Ends and Executive Limitations policy areas. Therefore, the Supervisor has no authority to supervise or direct the Township Manager.
 - 3.6.2.3 The Supervisor may represent the board to outside parties in announcing board-stated positions and in stating chair decisions and interpretations within the area delegated to her or him.
 - 3.6.2.4 The Supervisor may delegate this authority, but remains accountable for its use.

Use this evaluation form for discussion at the Board of Trustees Meeting on June 27th 2018.

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

1. Indicate item by item if you believe Yes or No are we in strict compliance with the policy as stated?

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

3. How do you think we could improve our process to be in full compliance?

4. What do we need to learn or discuss in order to live by our policies more completely?