



BOARD OF TRUSTEES

Regular Meeting

August 22, 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
7. PUBLIC COMMENT: Restricted to three minutes regarding items on this agenda
8. REPORTS/BOARD COMMENTS
 - A. Current List of Boards and Commissions – Appointments as needed
 - B. Board of Trustees Update Monthly Activity Report
 - C. Planning Commission & Zoning Board of Appeals updates by Township Planner
9. CONSENT AGENDA
 - A. Communications
 - B. Minutes – August 8, 2018- regular meeting
 - C. Accounts Payable
 - D. Payroll
 - E. Meeting Pay
 - F. Fire Reports
 - G. Policy Governance 2.9 Collaboration with Other Entities
 - H. Policy Governance 2.5.10 Cash Flow Ratio
10. NEW BUSINESS
 - A. Discussion/Action: (Smith) Approve Participation Contract with the EDA for the construction of a 12' Water Main Loop located on Pickard Rd. /Summerton Rd.
 - B. Discussion/Action: (Smith) Award Bid for Construction of a 12" Water Main Loop on Pickard Rd./Summerton Rd. to Isabella Corporation
 - C. Discussion/Action: (Smith) Approval of Commercial Property Utility Service and Franchise Agreement & Residential Water Franchise Agreement for Coyne LLC.
 - D. Discussion/Action: (Smith) Approval of Metro Permit Application to 123 Net with Stipulations

- E. Discussion/Action: (Stuhldreher) Approval of the FY2018 Budget Amendment #3 for the General Fund, Fire Fund, Special Assessments Fund, Tribal 2% Grants Fund, East DDA Fund, West DDA Fund, Sewer and Water Fund
- F. Discussion/Action: (Stuhldreher) Policy Governance 4.2.Accountability of the Township Manager
- G. Discussion/Action: (Stuhldreher) Manager Annual Performance Review

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

12. MANAGER COMMENTS

13. FINAL BOARD MEMBER COMMENT

14. CLOSED SESSION

A. Attorney Dave Revore - MTT update: Attorney/Client privileged communication

15. ADJOURNMENT

Board Expiration Dates

Planning Commission Board Members (9 Members) 3 year term			
#	F Name	L Name	Expiration Date
1-BOT Representative	Lisa	Cody	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	Jakubiec	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	8/15/2020
3 Township Resident	Sherrie	Teall	8/15/2019
4 Township Resident	Jeremy	MacDonald	10/17/2018
5 Member at large	Connie	Bills	8/15/2019

Charter Township of Union

To: Board of Trustees
From: Mark Stuhldreher, Township Manager/*MDS*
Date: August 16, 2018
Re: August Monthly Activity Report

Attached is the monthly activity report for August.

The intent of the report is to provide the Board, the organization and the community with a more complete understanding of what the organization does throughout the month. It contains both routine and non-routine activities. The format is intended to reflect activities completed from the prior month and activities planned for the current month and to tie those activities to the “Ends” that are articulated in the Policy Governance Document. It is segregated by department.

I’ve added a new section labeled “Legal Matters”. At a minimum, it will contain a list of active cases and which at times may contain information by way of update taking into account that some information is not available for public consumption.

I hope you find the report informative.

Thank you for your feedback following in inaugural report last month. Continued feedback is appreciated regarding format, content, etc, to help ensure it remains useful to you, the reader.



Monthly Activity Report

From: Township Manager

To: Board of Trustees

Month/Year: August, 2018

Global Ends

- 1.1 Community well-being and the common good
- 1.2 Prosperity through economic diversity, cultural diversity, and social diversity
- 1.3 Safety
- 1.4 Health
- 1.5 Natural environment
- 1.6 Commerce

Prior Month Activities

Township Manager

- Provided direction, support and advice to the organization as the activities listed below, which advance the accomplishment of the Ends, were executed
- Continued discussions regarding Fire Service Agreement extension with City of Mt Pleasant
- Participated in the community wide branding initiative activities as a member of the Steering Committee
- Held several recurring 1:1 meetings with staff
- Held several quarterly budget review meetings with staff
- Continued construction of recommended FY 2019 budget
- Met with representative of Mt Pleasant regarding the upcoming fire truck purchase
- Participated in the Community Wide Clean Up Day Event
- Attended the monthly Middle Michigan Development Corp Board, Emergency Operation Center and several internal Board/Commission/Authority meetings during the month
- Meeting with Township Attorney regarding a variety of issues

Finance Department

- 1.1 Community well-being and the common good
 - Disburse funds for the Mobile Home tax collections
 - Completed CMS information technology online security awareness training
 - Disbursed funds for the summer taxes collected in July 1-15

- Implemented the Fixed Assets software module and obtained the recommended training
- Set up new General Ledger accounts in the Water/Sewer Funds for Fixed Asset purchases
- Worked with the IRS to straighten out a 1099 bad file submission
- Reconciled Water/Sewer fund receivables in the subsidiary ledger to the general ledger.
- 2nd Quarter payroll tax reporting -all required reports filed and made online payments: 941 report, Unemployment report and payment, Michigan withholding filed
- Continued work on FY 2018 budget amendment and FY 2019 recommended budget
- Worked with BS&A support to help Building Department set up process to more efficiently handle billing items for building permit, construction plan review and zoning compliance letters
- Set up new workers comp rates in the payroll system effective July 1st
- Reconciled the County tax settlement funds received in March 2018 and disbursed County tax settlement monies received to the appropriate funds of the Township: General Fund, Fire Fund, East DDA and West DDA. Also disbursed funds to Mt Pleasant Public Schools, Isabella County Transportation Commission, Chippewa District Library and Beal City Public Schools
- Disbursed the 25% of the 2017 tax capture amounts in the East DDA back to the appropriate entities per the agreement with the County: Township General Fund, Township Fire Fund, ICTC, and Isabella County Treasurer
- AP check run for DDA's – 19 invoices reviewed, entered and scanned in the BS&A system for payments totaling over \$677,000; AP check run for all other funds - 80 invoices reviewed, entered and scanned in the BS&A system for payments totaling over \$113,000
- Prepared monthly financial reports for the EDA and Board of Trustees
- Reconciled 11 bank statements
- Worked with Isabella Bank to purchase a CD for the West DDA and coordinated with Treasurer
- Created a 10-year forecast for the Fire Fund to estimate millage rates needed to cover estimated costs for 10 years
- Prepared and mailed the Annual Patient Centered Outcomes Research Institute (PCORI) filing due to the IRS (July 31) as required by the Affordable Care Act and made the appropriate payment online.
- Oversee electronic Summer tax bill files submitted to mortgage companies by assessors assistant
- Oversee the process of electronic tax payment files the Township receives from the mortgage companies
- Worked on 245 Blacktop Special Assessment Fund to make sure actual amounts are accurate after 2017 tax year tax collections and receivables are reduced for early payoffs in April 2018.
- Worked with 44North to make an employee benefit change requested during open enrollment
- Payroll – 89 Payroll checks and checks to pay for benefits issued during July
- Reviewed additional changes needed to department account codes to comply with the State's new chart of accounts.
- Review receipts daily, post receipts by cashier and create the (4) daily bank deposits in the system for tax account deposits and pooled account deposits for each cashier

Building, Rental Housing Departments

1.3 Safety

- Building Office conducted 40 inspections, 4 plan reviews, issued 21 building permits and 3 certificates of occupancy permits
- Completed inspections on four apartment complexes (approx. 635 units) and various single-family units and performed follow up re-inspections as needed

- When doing field work, items in need of being addressed by other departments are noted and information turned over to the respective department. Examples include unkempt lawns and construction sites without an apparent building permit.

1.6 Commerce

- Continue construction inspections - Citizens for Health Commercial Project on Health Parkway
- Started Messenger Dermatology Building inspections
- New residential construction inspection on Mission St
- Fielded question, concerns and questions about the rental program in the Township from community and potential/current landlords (approx. 12)

Assessing Department

1.1 Community well-being and the common good

- Held the July Board of Review meeting to correct errors and mutual mistakes on the 2018 assessment roll and act on Veteran and Poverty exemption and Principal Residence Exemptions applications
- Continued the research 16 properties owned by the City of Mt. Pleasant to ensure correct jurisdiction is indicated on respective government assessment rolls
- AMAR follow up information sent to the State Tax Commission and Tax Management Associates. They will review the information submitted to insure we adhered to our corrective action plan submitted in April.
- Processed 32 deeds
- Processed 32 Principal Residence Exemptions
-

1.6 Commerce

- Inspected 160 properties. All the record cards have been updated. Department is on target to have the annual 20% of parcels inspected has required by the State Tax Commission done by the middle of October. The canvas of Personal Property is accomplished as visits are made to the industrial and commercial businesses.
- Updated information from field visits on 120 record cards; YTD 223 record cards updated

Public Services Department

1.1 Community well-being and the common good

- Isabella Well Site structural engineer design meeting
- Prepared/Reconciled (171) ACH Payments – Submitted to Treasurer
- 14 final reads and bills processed in July
- Information gathering and submittal for attorney (Lux vs. Union Township)
- Successfully uploaded 853 data point changes for Census Bureau address data which was due July 25 (500 additions & 353 corrections)
- Set Up (2) new water and sewer accounts
- Prepared (2) water and sewer water meter replacement permits
- Provided Admin Support for 16 Cross Connection Re-Inspections: sent Letters, scheduled inspections
- Progress Meeting July 10, information gathering and assistance to engineers for Joint Water Study

- Provided Support July 13, 2018 – July 22, 2018 for Little League District Minor Baseball Tournament – McDonald Park
- Installed new slide at Mc Donald Park
- Jameson Park Planning and Design Master Plan meeting with Goudreau regarding change in scope for plan proposal as requested by DDA
- Jameson Hall Rental – 8 days July

1.1 Community well-being and the common good; 1.3 Safety, 1.4 Health, 1.5 Natural Environment

- WWTP - Installation of new emergency bypass pumping equipment for screw pumps
- WWTP - Screw Pump #1 Rehabilitation
- WWTP – quarterly mercury sampling
- WWTP – collection system mercury minimization program sampling (first round) completed
- WWTP – installed new control panel and wiring for tertiary filter backwash pump
- Installation of generator at Lincoln Road Water Tower
- Pickard Street/Summerton Road Water Main Looping Project - project bidding/Bid Opening July
- Pump Station #4 Bypass Manhole Project completion/inspection ; blew out water bladder tank & recharged / replaced plumbing
- Pump Station #19 – installation of new pump; installed deragger system on pump # 2
- Pump Station #15 – check valves replacement completed
- Pump Station #5 – sump pump replacement
- Pump Station #7 - sealed pump hatch cover
- Processing of Metro Act Permit – received June 27, 2018, from 123 NET
- Received/Tracked/ (21) backflow reports
- Responded to (100+) phone calls/inquiries regarding water and sewer bills
- Responded to (75+) email requests for service/support regarding water and sewer bills
- Flow test - Aldi
- Weekly sewer & pump station maintenance
- Weekly water system maintenance including repairs of water shut off boxes, fire hydrants, and water valves
- 184 miss digs throughout Township
- Misc. water service turn on / off throughout Township (customer request)
- Removed tree / planter / bench from two accident site's in the EDDA
- Replaced 2" EDDA sprinkler meter in front of Godwins
- Installed new LED light panels at Mission Road DPW office
- Jetted sewers @ Craig Hill to end and River road west to Golf course
- Used new sewer push camera to locate sewer lead at 2300 Cornerstone (new construction)
- Reseeded and mulched cleanup sites that didn't grow grass due to hot & dry weather
- As part of contractor management related to sewer cleaning project, reviewed 39,000+ feet of sewer cleaning videos submitted by contractor and created punch list of problem areas to be re-televised and cleaned
- Reviewed Aspen Dental proposed water and sewer plans – sent review letter
- Repair Transient Voltage Surge Suppressor Isabella Well Site
- CMS installing Arc GIS software on Surface Computers, work also being done on battery backup Isabella Well Site.
- 33 Cross Connections Re- Inspections conducted
- Routine lead and copper sampling

- Submitted revised Sanitary Sewer Asset Management Plan to MDEQ via MI Waters
- Truck Purchase Bid Review & Approval
- Coordinated/Provided Admin Support for (20) Touchpad Appointments
- FY 2019 Budget request (Water, Sewer, Parks)

Planning & Zoning Department

1.1 Community well-being and the common good; 1.6 Commerce

- Planning Commission
 - Appointments were made to Sidewalk and Pathways Committee. (At-Large, PC Rep) The At Large position was to fill the remainder of a term that became vacant while the PC Rep was appointment was for a 2 year full term. The PC Rep position initially was for a 1 year term.
- ZBA
 - ZBA considered and granted a variance for the type of screening material for a screening fence from residential use for the Holiday Inn. Conditions of approval are that the fence is between 5 and 8 feet tall and maintained if ever damaged.
 - The ZBA approved and activated Rules and Procedure similar to the Planning Commission Bylaws.
- Sidewalk Committee
 - The committee met in late July. The top issue was looking at past waivers of properties to be called in. The committee recommended properties with waivers that are located on priority roads. Before submitting the recommendation to the Board of Trustees the committee will forward the recommendation to the Planning Commission for review and input.
- Issued 3 yard sale permits, 2 Zoning approval letters
- Met with building official twice per week for communication

Current Month Anticipated Activities

Township Manager

- Provide direction, support and advice to the organization as the activities listed below, which advance the accomplishment of the Ends, are executed
- Continue negotiations regarding Fire Service Agreement extension with City of Mt Pleasant
- Continue with the community wide branding initiative activities as a member of the Steering Committee
- Continue construction of recommended FY 2019 budget
- Put wage/compensation RFP out for bid
- Begin recruitment process for Public Services Department Director position
- Attend Mid-Michigan Community Pathways - Phase Two Ribbon Cutting
- Meet with Chairperson of the Cultural and Recreation Commission
- Attend the monthly Middle Michigan Development Corp Board, Emergency Operation Center and several internal Board/Commission/Authority meetings during the month
- Attend County Commission Finance Committee meeting at invitation of County Administrator
- Attend quarterly Middle Michigan Manager's Group lunch meeting
- Attend meeting of the Airport Partners Committee - the goal of which is to explore opportunities to enhance the usage of and financial stability of the Mt Pleasant Municipal Airport

- Attend City/County/Township Intergovernmental Liaison Meeting
- Annual Joint Meeting-Board of Trustees, Planning Commission, Zoning Board of Appeals, Economic Development Authority and Sustainability Committee. Also on the agenda will be the Zoning Code project rewrite kick off meeting

Finance Department

1.1 Community well-being and the common good

- Process final bond payment in the West DDA due August 1st
- Disburse funds for the summer taxes collected July 16-July 31
- Prepare check registers and financial reports required for the monthly EDA board and Trustee meeting
- Continue work on FY 2018 budget amendment and FY 2019 budget recommendation
- Annual Workers' Comp audit in process
- Reconcile 11 bank statements
- Work with BS&A to clean up the expired or paid Building Dept invoices that are still outstanding in the system that were researched in June
- Calculate utility employees new hourly wage and benefit for the Water/Sewer Asset Management System
- Calculate and send tax abatement distributions to the RESD for the schools required accounting reports to comply with GASB 77
- Continue working with BS&A support to help Building Department set up process to more efficiently handle billing items for building permit, construction plan review and zoning compliance letters

Building, Rental Housing Departments

1.3 Safety

- Investigate and follow up on any rental complaints as needed
- Follow-up inspections to verify compliance with violations found on previous inspections
- Continuing inspections on Citizens for Health Commercial Project
- Continuing inspections on Messenger Commercial Project
- Continuing inspections on Holiday Inn project – expected completion late September
- Final inspections for multiple single and double wide manufactured homes going in mobile home parks

1.6 Commerce

- Several commercial projects in the works include: Aldi, Aspen Dental, TJ Max, Venture Way,
- Permitting for multiple single and double wide manufactured homes going in mobile home parks

Assessing Department

1.1 Community well-being and the common good

- When doing field work, items in need of being addressed by other departments are noted and information turned over to the respective department. Examples include unlicensed vehicles and unkempt lawns and construction sites without an apparent building permit.

1.6 Commerce

- Anticipate inspecting 100 parcels in the month of August
- Management of approximately 7 MTT docket cases

Public Services Department

1.1 Community well-being and the common good; 1.3 Safety, 1.4 Health, 1.5 Natural Environment

- Review of resumes & interviews for WWTP Operator position
- Installation of natural gas at Lincoln Road Water Tower for generator
- Lincoln Road Water Tower warranty inspection
- Painting exterior doors at Jameson Park
- Receive and review McDonald Park parking lot repair/seal coating bids
- Painting walking bridge at McDonald Park
- WWTP – drain and clean clarifier #3
- WWTP-complete screw pump #1 rehabilitation project
- WWTP –install pump and piping for tertiary filter backwash pump upgrade
- WWTP – replace exhaust louver in head works building screen room
- WWTP - 2018 Biosolids land application (August & September)
- New Messenger Office Development 8" x 12" water tap/road bore – Isabella Road
- Coyne Franchise Agreement preparation & board approval
- Financial information gathering and submittal for Joint Water Study
- Chlorine equipment bids/ purchase
- Citizens for Health water and sewer plan review (second review)
- Mail residential backflow inspection reminders
- Verify/Follow Up on Certified Backflow Inspectors Certifications
- Upgrade Opto Scada system at #10 pump station
- Opto programming for pump station #7 generator run time
- MDEQ Inspection/District Engineer Meeting (Water System)
- Isabella Well Site- remodel project bidding/bid opening September 2018
- Prepare/mail shut off notices for water and sewer billing

Planning & Zoning Department

1.1 Community well-being and the common good; 1.6 Commerce

- Planning Commission
 - Rezoning of AG (Agricultural) to R-2A One and Two Family Low Density Residential on E. Remus Rd
 - Special Use for 3 self storage units located at 5353 S. Mission Rd for DeShano Development. Property is currently split zoned B-4 and AG. There are existing 6 units located on existing B-4 portion. The 3 proposed would be located entirely on the B-4 zoned portion of the property.
 - Site Plan Review application for above mentioned SUP application.
 - Amended site plan application for the Riverwood Accessory building. Amended site plan shows new access location to the accessory building. The applicant is also asking for relief from sidewalk construction.
 - A Kick-off meeting with McKenna Associates for the Zoning Ordinance update.
- ZBA
 -
- Sidewalk Committee

- The committee tentatively scheduled 2 meetings for August. The top issue is exploring waivers on properties that are not located on priority roads.

Future Board of Trustee Meeting Agenda Items

- Budget Amendment #3 recommendation
- 4 potential land divisions likely in September
- Amendment to the township Land Division Ordinance. The current Ordinance No. 1997-8 requires the Land Divisions to be approved by the Board of Trustees. The State Land Division Act allows the approval by the Assessor
- Special Use Permit for DeShano self storage on S. Mission Rd.(September)
- Zoning Map amendment request on E. Remus (AG) to (R-2A) (September)
- Joint meeting with PC, BOT, EDA, ZBA, and Sustainability Committee on August 29
- Approval of Fire Service Contract with Mt Pleasant
- Coyne Water Franchise Agreements approval (revised agreements)
- Net123 – Metro Act Permit approval
- Water main looping construction bids recommendation/approval
- New chlorine equipment generation equipment purchase

Significant Items of Interest Longer Term

- FY 2019 budget development, recommendation, review, adoption
- Planning Commission expected to begin review/update of zoning ordinance in August
- Implement BS&A Purchase Orders
- Implement Positive Pay on the Payroll Account for fraud protection
- Analyze annual costs to Township for Invoice Cloud use in lieu of Point and Pay and possibly enroll if justified
- Create new Finance Department position job description
- Create new Community and Economic Development Department Director position job description
- Review Building Dept fee schedule
- Review building permit application form
- Department of Treasury introduced an assessing reform bill that has been assigned to the taxation committee -will track progress of the bill
- Winter tax billing in December
- Completion of the annual assessment roll – tax year 2019
- Plaza Corp has requested land divisions on the strip mall parcel. They have 5 vacant acres and 4 land divisions available
- Design and upgrade of lift station # 14 in the WDDA (Summer/Fall 2018)
- Design and upgrade /replace lift station # 1 in the EDDA (Summer/Fall 2018 – Spring 2019)
- Monitor PFAS issue
- Integration of SCADA from Opto 22 software to Ignition Software (2019/20)
- Bypass manhole rebuild pump station # 7 (2019)
- Bypass manhole rehab pump station #9 (2019)
- Bypass manhole rehab pump station #12 (2020)
- Purchase of new sewer vacor truck (2020)
- WWTP - installation of third screw pump (2019)
- WWTP - sludge storage tank installation (2023)

- Pathway & Sidewalk Committee: Sidewalk study for Isabella Rd.(possible others), cost sharing sidewalk plan where easements are needed
- Develop soil erosion control process to more seamlessly integrate with site plan review process
- Develop process to ensure storm water management plan approved as part of site plan approval process is what is actually constructed
- Develop monitoring system for approved Home Occupation permits, Special use permits, and Site Plans
- Rental department would like to provide a meth/drug training opportunity for rental owners/managements

Other

- Enforcement Activities
 - Brad Wood – Bilbrael and E Pickard properties-
 - Site visit and enforcement letter send to property on E Valley Rd
 - Resolution of rental blight complaint
 - Follow-up inspections to verify compliance with violations found on previous inspections
 - Responded to complaint of tires and other garbage along vacant property on Yats Dr. Upon inspection items had been removed
 - Issued stop work order at Cambridge Terrace due to electrical issues
 - Follow up on expired Temporary Certificates of Occupancy permits
 - Resolved deleterious growth issue impeding sight line on corner of Bertshire and Isabella; reviewing the “red barn” at same intersection
- Monthly Water Operating Report submitted to MDEQ – no violations
- Monthly Discharge Monitoring Sanitary Sewer report submitted – no violations
- July 2018 potable water production statistics:
 - Month: 41.827 mg
 - Average per day: 1.349 mgd
 - Max day: 1.630 mg
- July 2018 treated sanitary sewer production statistics
 - Month: 27.06 mg
 - Average per day: .88 mgd
 - Max day: .95 mgd
- Legal Matters
 - Michigan Tax Tribunal open cases - no updates since last report
 - Lux Matter-continued implementation of Board approved defense strategy
 - Met with attorneys regarding court injunction of 2 distressed properties

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 August 8, 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, Treasurer Rice, Trustees B. Hauck, Lannen, Mikus, and Woerle

Excused: Clerk Cody

Approval of Agenda

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

Presentations

Public Hearings

Public Comment - open 7:01 p.m.

No comments were offered.

Reports/Board Comments

Gunning- Updates from the EDA

Rice- Thanked everyone that was involved with the Election held on August 8, 2018

Hauck- Isabella County Road Commission updates

Lannen- Isabella County Board of Commissioners updates

Mikus- Sidewalk and Pathways Prioritization Committee updates

Woerle- Commented on possibly collaborating with the City of Mt. Pleasant for the fall 2 % Distribution through the Saginaw Chippewa Indian Tribe for ball field updates.

Consent Agenda

- A. Communications
- B. Minutes July 25, 2018 – Regular Meeting
- C. Accounts Payable
- D. Payroll
- E. Meeting Pay
- F. Fire Reports

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

BOARD AGENDA

A. Discussion/Action: (Stuhldreher) Consider approval of the job description for the position of Public Services Department Director

Woerle moved Hauck supported to approve the job description of the Public Services Department Director. **Vote: Ayes: 6 Nays: 0. Motion carried.**

EXTENDED PUBLIC COMMENT - Open 8:05 p.m.

Bob McDonald, 930 S. Whiteville– Commented on his rental property utility billing matter.

Jim Maclean, 5422 E. Broadway – Mentioned that Union Township and the City of Mt. Pleasant will be hosting the 2019 Little League State Tournament July 18-24, 2019. He also mentioned that he is seeking financial support for some field improvements. Lastly, he mentioned that the Union Township Parks Department was very helpful this past ball season.

Jim Horton of the 4th District County Commission updated the board on the county government.

MANAGER COMMENTS

- Mentioned that there are 247 registered annual members and 16 weekly memberships at Hannah's Bark Park, the restroom project started this past week with a scheduled completion date of mid October and lastly the City received a grant for the concessions/warming area
- Four handicap picnic tables will be added to the Township Parks
- MMDC completed a study on US127 opening up the ten mile stretch between Ithaca and St. Johns, which is now in the planning phase with MDOT
- MMDC received grant to identify and create a Best practices document that will be centered on Rural Site Marketing Tool Box in Region 5
- CMU Research Smart Zone on Denison Dr. received grant to create marketing and awareness programs to make sure entrepreneurs know the facility exists
- 2% fall application has opened up and with the Little League's expressed interest through Mr. Maclean's letter and public comment is asking for permission to consider capital improvement to the ball fields and facilities through the Little League's vision. The Township will continue to meet and discuss with Little League a full program listing and prioritize funding in the FY 19 budget. Commented that he has not had any communication with Mr. Rodriguez regarding this topic.
- Lux legal matter updates
- Commented that Mr. McDonald's billing matter includes both water and sewer fees being billed and updated the Board that the charges were created following our ordinance not policy. Explained that the issue really is between the landlord and tenant, stating that he would be happy to sit down with the McDonald's next week and provide them with and billing information they may need to pursue this matter as they wish.
- Commented on election report from Clerk Cody – Thanked the election workers and also thanked Township staff that supported the Township Clerk

FINAL BOARD MEMBER COMMENTS

Gunning – Encouraged Mr. McDonald to have discussion with the Township Manager. Comments were made regarding the state owned property on corner of Bluegrass Rd.

Hauck – Commented on Jameson Hall and mentioned a few future improvement projects that could be considered

Lannen – Commented that the McDonald's issue falls under the Township ordinance and is out of the Boards hands

Mikus – Commented on the McDonald's issue and encouraged them to meet with the Township Manager

Woerle – Commented on pursuing 2% with the Little League's wish list and hoped that collaboration with the City of Mt. Pleasant is included for a better chance of receiving grant monies.

ADJOURNMENT

Rice moved **Woerle** supported to adjourn the meeting at 9:07 p.m. **Vote: Ayes: 6 Nays: 0. Motion carried.**

APPROVED BY:

Lisa Cody, Clerk

Ben Gunning, Supervisor

(Recorded by Jennifer Loveberry)

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 101 POOLED CHECKING						
08/14/2018	101	202 (E)	00146	CONSUMERS ENERGY PAYMENT CENTER	2279 S MERIDIAN 2010 S LINCOLN #GUL STREET LIGHTS	2,485.59 57.31 1,894.83 <hr/> 4,437.73
08/22/2018	101	20367	00084	B S & A SOFTWARE	FIXED ASSETS TRAINING	1,020.00
08/22/2018	101	20368	01549	BAUCKHAM, SPARKS, THALL, SEEBER & K	MTT CASE LEGAL FEES - JULY 2018	3,150.00
08/22/2018	101	20369	01407	VICTORIA BUSHONG	AUGUST 2018 ELECTION AND PREP	252.00
08/22/2018	101	20370	00095	C & C ENTERPRISES, INC.	TWP HALL BATHROOM SUPPLIES	61.00
08/22/2018	101	20371	01591	JENNIFER CHAFFEE	AUGUST 2018 ELECTION AND PREP	132.00
08/22/2018	101	20372	00155	COYNE OIL CORPORATION	FUEL IN TOWNSHIP VEHICLES - JULY 2018	1,157.18
08/22/2018	101	20373	01186	COYNE PROPANE LLC	PC PRCSNX LFP	307.90
08/22/2018	101	20374	01242	CULLIGAN WATER	WATER - TWP HALL JUL 2018 WATER - MCONALD PARK JUL 2018 WATER - MISSION SHOP JUL 2018 WATER - WWTP JUL 2018	16.50 15.50 9.00 164.02 <hr/> 205.02
08/22/2018	101	20375	01171	DBI BUSINESS INTERIORS	ASSESSOR PENCILS TWP HALL PRINTER PAPER STICKY NOTES - TWP HALL	61.08 163.69 13.22 <hr/> 237.99
08/22/2018	101	20376	00201	ELHORN ENGINEERING COMPANY	BULK CHLORINE	3,969.75
08/22/2018	101	20377	01563	ENVIRONMENTAL DYNAMICS INT	DIFFUSER, PERMA CAP, ABS	944.20
08/22/2018	101	20378	01498	MINDY FINDLEY	AUGUST 2018 ELECTION AND PREP	315.00
08/22/2018	101	20379	01500	CHRISTINE K FOUNTAIN	AUGUST 2018 ELECTION AND PREP	300.00
08/22/2018	101	20380	00231	FOUR SEASON'S EXTERMINATING	TWP HALL EXT TRTMNT - AUG 2018	40.00
08/22/2018	101	20381	01399	DUANE GOTTSCHALK	AUGUST 2018 ELECTION AND PREP	255.00
08/22/2018	101	20382	01400	MARJORIE GOTTSCHALK	AUGUST 2018 ELECTION AND PREP	255.00
08/22/2018	101	20383	00257	GOURDIE-FRASER, INC.	ENGINEERING SERVICES FOR DEQ AMP REVISIO	720.00
08/22/2018	101	20384	00281	MARGIE HENRY	AUGUST 2018 ELECTION AND PREP	243.00
08/22/2018	101	20385	01590	JANICE HOWDYSHELL	AUGUST 2018 ELECTION AND PREP	357.00
08/22/2018	101	20386	00333	ISABELLA COUNTY ROAD COMMISSION	GRAVEL FOR VALLEY RD GRAVEL FOR WHITEVILLE RD GRAVEL FOR DEERFIELD RD GRAVEL FOR DEERFIELD RD	6,251.11 5,904.55 26,623.27 27,176.00 <hr/> 65,954.93
08/22/2018	101	20387	01589	KIMBERLY JOURDAN	AUGUST 2018 ELECTION AND PREP	111.00
08/22/2018	101	20388	00362	KRAPOHL FORD & LINCOLN	OIL CHANGE & INSPECTION - PARKS TRUCK	43.85
08/22/2018	101	20389	00475	M W E A	C & D LICENSE EXAM PREP - FUSSMAN	160.00
08/22/2018	101	20390	01506	MCKENNA ASSOCIATES	BLDG OFFICIAL & INSP. SERV - JULY 2018	11,210.00
08/22/2018	101	20391	00907	MID MICHIGAN CABLE CONSORTIUM	NEW VIDEO EQUIP IN BOARDROOM	9,025.81
08/22/2018	101	20392	01218	MR ELECTRIC OF CENTRAL MICHIGAN	INSTALL AMP DISCONNECT & CONCRETE PAD FOR	3,260.00
08/22/2018	101	20393	00460	MT. PLEASANT AREA CHMB OF COMMERCE	R. DENISON LEADERSHIP INST. - K. SMITH	650.00
08/22/2018	101	20394	01592	PLUMBER'S SERVICE	BULK WATER PERMIT	395.00
08/22/2018	101	20395	01373	MERISSA J. RICE	AUGUST 2018 ELECTION AND PREP	336.00
08/22/2018	101	20396	01333	VIRGINIA RICHARDSON	AUGUST 2018 ELECTION AND PREP	392.00
08/22/2018	101	20397	01406	BONNIE SCHAEFFER	AUGUST 2018 ELECTION AND PREP	312.00
08/22/2018	101	20398	01405	KEN SCHAEFFER	AUGUST 2018 ELECTION AND PREP	312.00
08/22/2018	101	20399	01410	CINDY SMITH	AUGUST 2018 ELECTION AND PREP	395.50

08/14/2018 10:39 PM
User: SHERRIE
DB: Union

CHECK REGISTER FOR CHARTER TOWNSHIP OF UNION
CHECK DATE FROM 08/09/2018 - 08/22/2018

Page: 2/2

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
08/22/2018	101	20400	01254	LARRY M SOMMER	NMCOA MEAL REIMBURSEMENT	35.57
08/22/2018	101	20401	01126	MARTY SIUDA	AUGUST 2018 ELECTION AND PREP	255.00
08/22/2018	101	20402	00668	UNITED PARCEL SERVICE	LEAD COPPER SAMPLES	54.67
08/22/2018	101	20403	00703	WASTE MANAGEMENT OF MICHIGAN, INC	DUMPSTER SERVICE - TWP HALL AUG	62.43
					DUMPSTER SERVICE - MCDONALD AUG 2018	182.04
					DUMPSTER SERVICE - JAMESON JULY 2018	122.24
					DUMPSTER SERVICE - SHOP AUGUST 2018	47.93
					DUMPSTER SERVICE - WWTP AUGUST 2018	849.18
					DUMPSTER SERVICE - ISABELLA AUGUST 2018	73.60
						<u>1,337.42</u>
08/22/2018	101	20404	00714	RUTH A WENTWORTH	AUGUST 2018 ELECTION AND PREP	315.00
08/22/2018	101	20405	01587	BRIAN WISNIEWSKI	AUGUST 2018 ELECTION AND PREP	306.00
08/22/2018	101	20406	01588	SHARON WISNIEWSKI	AUGUST 2018 ELECTION AND PREP	252.00
08/22/2018	101	20407	01372	JOSEPH W YODER	AUGUST 2018 ELECTION AND PREP	330.00
08/22/2018	101	20408	01159	SUSAN K YODER	AUGUST 2018 ELECTION AND PREP	385.00
						<u><u>385.00</u></u>

101 TOTALS:

Total of 43 Checks:
Less 0 Void Checks:

114,188.52
0.00

Total of 43 Disbursements:

114,188.52

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

BOARD MEMBER: Tim Lannen

MONTH: July

Date	Meeting	Time Attended		Total
		1hr or less	More than Hr	
7-17-18	Isabella County BOC	✓		\$50
7-18-18	MTA County Chapters		✓	\$75

SIGNATURE: Tim Lannen Date: 7-30-18

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 - July 23, 2018 through July 29, 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			
	132	Road freight or transport vehicle fire			
	136	Self-propelled Motor Home/Recreational			
	137	Camper or Recreational Vehicle (RV) Fire			
	138	Off-road vehicle or heavy equipment fire			
	140	Natural Vegetation Fire			
	143	Grass/Brush fire			1
	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	2	20	3
	322	Motor Vehicle Acc. W/ Injuries	3	10	
	323	Motor Vehicle Acc/Pedestrian	2	4	
	324	Motor Vehicle Acc. W/no Injuries			1
	331	Lock-In (If lock out use 551)			
	342	Search for Person in Water			
	352	Extrication of Victim (s) from vehicle			
	353	Remove Victim from Stalled Elevator			
	360	Water & Ice-related Rescue, Other			
	361	Swimming /recreational water area rescue			
	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
	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			1
	445	Arcing, shorted electrical equipment			
	451	Biological hazard, confirmed or suspected			
	461	Building or Structure Weakened or Collapsed			
	462	Aircraft Standby			
	463	Vehicle Accident, general cleanup			
	480	Attempted burning, illegal action, other			
	4441	Utility Line Down			
Service Call					
	500	Service Call - Other			
	510	Person in Distress			
	511	Lock-out			
	512	Ring or Jewelry removal			
	520	Water Problem, Other			
	521	Water Evacuation			
	522	Water of Steam Leak			
	531	Smoke or Odor Removal			
	542	Animal Rescue			
	552	Police Matter			
	553	Public Service			
	555	Defective Elevator, No Occupants			
	561	Unauthorized Burning			1
	571	Cover assignment, standby, moveup			
Good Intent Call					
	600	Good Intent Call, Other			
	611	Dispatched and Cancelled en route			1
	622	No Incident Found on Arrival			
	631	Authorized controlled burning			
	650	Steam, gas mistaken for smoke,			
	651	Smoke Scare, Odor of Smoke			
	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	1	9	
	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	45	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 - July 30, 2018 through August 5, 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	13	
	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			2
	321	EMS Call excluding Veh. Accident			
	322	Motor Vehicle Acc. W/ Injuries			1
	323	Motor Vehicle Acc/Pedestrian			
	324	Motor Vehicle Acc. W/no Injuries			1
	331	Lock-In (If lock out use 551)			
	342	Search for Person in Water			
	352	Extrication of Victim (s) from vehicle			
	353	Remove Victim from Stalled Elevator			
	360	Water & Ice-related Rescue, Other			
	361	Swimming /recreational water area rescue			
	363	Swift Water Rescue			
	3811	Technical rescue standby			
Hazardous Condition (No Fire)					
	400	Hazard condition other			
	410	Combustible/Flammable Gas Condition			1
	411	Gasoline or Other Flammable Spill			
	412	Gas Leak (natural gas or LPG)			
	413	Oil of Combustible Liquid Spill			
	420	Toxic Condition, Other			1
	421	Chemical Hazard (No Spill or Leak)			
	422	Chemical Spill or Leak			

	423	Refrigeration Leak			
	424	Carbon Monoxide Incident	1	9	1
	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	1	2	
	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			1
	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			
	721	Bomb Scare - No Bomb			
	730	System Malfunction			
	731	Sprinkler activation due to malfunction			
	732	Extinguishing System Activation - Malfunction			1
	733	Smoke Det. Activation - Malfunction			2
	734	Heat Detector Activation - Malfunction			
	735	Alarm system sounded due to malfunction			
	736	CO detector activation due to malfunction			
	740	Unintentional transmission of alarm, other			

	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	3	24	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 - August 6, 2018 through August 12, 2018


Category	Code	Description	Twp	Resp	City
Fire	100	Fire, Other			
	111	Building Fire	1	11	
	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	2	
	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	6	
	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	
	321	EMS Call excluding Veh. Accident	1	2	2
	322	Motor Vehicle Acc. W/ Injuries	2	15	
	323	Motor Vehicle Acc/Pedestrian			1
	324	Motor Vehicle Acc. W/no Injuries			1
	331	Lock-In (If lock out use 551)			
	342	Search for Person in Water			
	352	Extrication of Victim (s) from vehicle			
	353	Remove Victim from Stalled Elevator			
	360	Water & Ice-related Rescue, Other			
	361	Swimming /recreational water area rescue			
	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			
	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	1	2	
	442	Overheated Motor	1	16	
	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			
	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			1
	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			
	736	CO detector activation due to malfunction			
	740	Unintentional transmission of alarm, other			

	741	Sprinkler activation, no fire			
	743	Smoke Det. Activation - Unintentional			1
	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			
		Total Response for Union Twp/City	9	56	6

 Emergency - MPFD

 Emergency - MPFD Secondary to MMR

 Non - Emergency

Charter Township of Union



To: Township Board of Trustees
From: Mark Stuhldreher, Township Manager
Subject: Policy Governance Review
Date: August 16, 2018

Policy Review: 2.9 - Collaboration with Other Entities
Type of Review: Internal
Review Interval: Annual
Review Month: August, 2018

Policy Wording

In order to maximize achievement of Ends, the Township Manager shall not fail to explore strategic partnerships and intergovernmental cooperation, and to optimize collaboration with other entities in the region where appropriate.

Manager Interpretation

Township Manager interprets this policy to indicate that professional relationships will be developed with community partners (public, private and non-profit) and that where appropriate, engage said partners in the exploration of collaborative service delivery opportunities, area wide communication efforts and that appropriate focus will be placed on the region and not solely within the political boundaries of the Township.

Justification for reasonability

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

Data

- The Township is participating with area partners to create a community-wide brand to make the Mt. Pleasant area more desirable to visit, call home or start a business. Funding partners include the Township, CMU, the City, McLaren Central Michigan and Middle Michigan Development Corporation. Public input meetings have taken place and draft brand strategies are being developed.
- The Township collaborates with and supports via funding the Mid Michigan Community Pathways organization. The Mt Pleasant to Shepherd section was opened in 2018.
- The Township approved facilities use agreements with area softball and baseball leagues.
- The Township Manager participates in an Airport Partners Committee the goal of which is to explore opportunities to enhance the usage of and financial stability of the Mt Pleasant Municipal Airport. The Committee consists of members of the Saginaw Chippewa Indian Tribe,

County Government, Middle Michigan Development Corporation, Chippewa Township and CMU, among others.

- The Township Manager is a member of the Chamber of Commerce, is a voting member of the Middle Michigan Development Corporation, actively participates in the County Emergency Management Center planning efforts and is a member of the Hannah's Bark Park Advisory Board. In 2018 the Manager joined the local Rotary Club.
- The Township is a funding partner for the restroom, concession and warming station project located near Hannah's Bark Park within Mission Creek Park.
- The Township Manager has recurring scheduled one-on-one meeting with the Mt Pleasant City Manager and Isabella County Administrator.
- The Public Works Coordinator sits on and is the chair of the Mid Michigan Cable Consortium and attends monthly Road Commission meetings.
- The Township is working in collaboration with CMU to develop a pathway connection between Broomfield Rd. and the existing pathways within CMU boundaries to provide access for residents on the south end of the Township to existing pathway infrastructure.
- The Township is participating in the stand up of a new regional electronic publication titled *Epicenter*. While we are not currently a founding partner, we do have a seat on the Editorial Advisory Group. The aim of the publication is to chronicle the investment, innovation, and development of unique assets within the region to attract new talent and shape the region's future.
- Attend quarterly lunch of the Middle Michigan Manager's Group – this is a group of regional city/township managers that gather quarterly to network and share thoughts
- Joint water study with MT Pleasant being conducted to explore synergies in service provision
- Renegotiation of Fire Service Contract with MT Pleasant
- Collaborate in hosting of local Softball, Pony and Little League tournaments at McDonald Park/Jameson Park in conjunction and cooperation with other local entities/facilities including the City of Mt. Pleasant, Saginaw Chippewa Tribe, Shepherd Schools, Mt. Pleasant Schools, and CMU.
- Township exploring facilities use agreement with Mid Michigan College for use by their softball team

Compliance

In compliance with policy as indicated

Policy: 2.5.10 Cash Flow Ratio
Type: Internal
Occurrence: Monthly
Date: August 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	\$ 3,611,403		
GF Unrestricted	\$ 3,611,403	\$ 601,299	Yes
Fire Fund	\$ 1,334,187		
(Fire Truck Reserve)	\$ (400,000)		
FF Unrestricted	\$ 934,187	\$ 524,250	Yes
EDDA	\$ 1,389,591		
Projects	\$ (510,000)		
EDDA Unrestricted	\$ 879,591	\$ 28,220	Yes
WDDA	\$ 1,024,090		
Projects	\$ (390,000)		
WDDA Unrestricted	\$ 634,090	\$ 52,169	Yes
Sewer Fund	\$ 3,412,561		
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	\$ 3,173,386	\$ 524,900	Yes
Water Fund	\$ 3,343,055	\$ 270,537	Yes

Compliance

All funds are found to be in compliance.

REQUEST FOR TOWNSHIP BOARD ACTION

To: Mark Stuhldreher - Township Manager	DATE: August 13, 2018
FROM: Kim Smith – Public Works Coordinator	DATE FOR BOARD CONSIDERATION: August 21, 2018
ACTION REQUESTED: Approval of Participation Agreement with the EDA for the construction of a 12" water main loop located on Pickard Road/Summerton Road extending to the Saginaw Chippewa Indian Tribe Water Park and Green Suites Hotel entrance drive.	

Current Action X Emergency _____

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

Finance Approval _____

BACKGROUND INFORMATION

In February of 2018, the Economic Development Authority Board (EDA) approved a 2018/2019 Project List for both the East and West DDA districts. As part of this list the DDA Board approved looping the water main on Pickard Road east to Summerton Road north to the Saginaw Chippewa Water Park and Green suites entrance drive.

At a subsequent Board of Trustees meeting the Township Board approved funding fifty percent of this project from the township water fund.

SCOPE OF SERVICES

Extension of approximately 1,743 feet of 12" water main on the north side of Pickard Road between Saginaw Chippewa Indian Tribe Water Park and former Mid Michigan Community College building extending east to Summerton Road then extending north to connect to 8" water main adjacent to Green Suites Hotel.

JUSTIFICATION

Completion of the water main looping project will benefit the residents and business owners within the DDA District by increasing water reliability, and fire protection.

PROJECT IMPROVEMENTS

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

1. Community well-being and common good

COSTS

Project Item	Total
Engineering Contract	\$55,000.00
Construction including 10% Contingency	\$303,957.50
Total Project Cost	\$358,957.50

PROJECT FUNDING

The total project funding resources is being split between the EDDA and the Charter Township of Union Water Fund as follows:

Project Item	EDA Participation	Township Participation	Total
Engineering Contract	\$55,000.00		\$55,000.00
Construction including 10% Contingency	\$124,478.75	\$179,478.75	\$303,957.50
Total Resources	\$179,478.75	\$179,478.75	\$358,957.50

PROJECT TIME TABLE

Work to be substantially completed within 90 calendar days after contract commencement and final completion within 30 days after that.

RESOLUTION

Approval of Participation Agreement with the EDA for the construction of a 12" water main loop located on Pickard Road/Summerton Road extending to the Saginaw Chippewa Indian Tribe Water Park and Green Suites Hotel entrance drive.

Resolved by _____ Seconded by _____

Yes:
No:
Absent:

Economic Development Authority Participation Contract

This Agreement is made and entered into by and between the Charter Township of Union Board of Trustees, County of Isabella, hereinafter referred to as the “**Township Board**” and the Economic Development Authority Board for the Charter Township of Union, County of Isabella, hereinafter referred to as the “**EDA**”, for the following improvements:

Water Main Loop Pickard/Summerton Road to SCIT Parcel Project

Estimated Construction Cost before Contingency	\$276,325.00
Plus 10% Construction Contingency	\$ 27,632.50
Engineering Contract	<u>\$ 55,000.00</u>
Total Project Estimated Cost	<u>\$358,957.50</u>

Charter Township of Union Share	\$179,478.75
EDA Share	<u>\$179,478.75</u>
Total Project Resources	<u>\$358, 957.50</u>

Payment as stated above will be due upon receipt of invoice. Projects which carryover between fiscal years may be billed as the ratio of costs incurred to date.

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

UNION TOWNSHIP, EDA

Charter Township of Union Board of Trustees

By: _____
Thomas Kequom, Chair

By: _____
Mark Stuhldreher, Manager

EDA Approval on: _____

Board Approval on: _____

08/13/18



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JUSTIFICATION

I recommend that the project be awarded to Isabella Corporation in the amount of \$276,325.00 this recommendation is based on the following factors:

- Recommendation by Township Engineers, Gourdie Fraser (see attached recommendation letter)
- Contractor's ability to complete the project as specified
- Local Contractor
- Lessen impact to underground utilities, local business, traffic, landscape, and EDA facilities located on Pickard Road

The Township has worked with the Isabella Corporation on several projects in the past and has been happy with their quality of work and performance.

PROJECT IMPROVEMENTS

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

1. Community well-being and common good
2. Safety

COSTS

Project Item	Total
Engineering Contract	\$55,000.00
Construction including 10% Contingency	\$303,957.50
Total Project Cost	\$358,957.50

PROJECT FUNDING

The total project funding resources is being split between the EDDA and the Charter Township of Union Water Fund as follows:

Project Item	EDA Participation	Township Participation	Total
Engineering Contract	\$55,000.00		\$55,000.00
Construction including 10% Contingency	\$124,478.75	\$179,478.75	\$303,957.50
Total Resources	\$179,478.75	\$179,478.75	\$358,957.50

PROJECT TIME TABLE

The project time table is as follows:

Project Commencement - on or after Award of Contract
Substantial Completion – 90 calendar days
Final Completion – 30 days after substantial completion

RESOLUTION

Approval to award the bid for the construction of a 12" water main loop located on Pickard Road/Summerton Road extending to the Saginaw Chippewa Indian Tribe Water Park and Green Suites Hotel entrance drive to Isabella Corporation for Bid - Alternate 2 in the amount of \$276,325.00.

Resolved by _____ Seconded by _____

Yes:

No:

Absent:



August 6, 2018

Ms. Kim Smith
Utility coordinator
Union Township EDA
2010 South Lincoln Road
Mt. Pleasant, MI 48858

RE: Water Main Loop Pickard / Summerton Road to SCIT Parcel - Bid Price Review
GFA Project No. 18112

Dear Kim:

We have reviewed the bids received on Wednesday, July 25, 2018 for the above referenced project. The Four (4) responsive bidders to the project and their base bid price are summarized as follows:

	Bid – Alternate 1	Bid – Alternate 2
1. B&L Excavating	\$269,290.00	0.00
2. Crawford Contracting	\$276,795.00	\$318,900.00
3. Isabella Corporation	\$282,455.00	\$276,325.00
4. Sterling Excavation	\$331,159.00	\$309,404.00

The project was bid to allow two (2) alternates to install the water main, 1) Open Cut entire route or 2) Directional Drill Pickard Road to minimize impact to above and below ground amenities. Upon review of the bid prices, the total project costs for both alternatives received were higher than original engineer estimate of \$206,332.50. This cost estimate was originally generated and approved by the EDA and Township Board in April 2018. A synopsis and comparison review to identify the disparity in pricing was completed by GFA and presented below.

A. Original November 2017 Opinion of Probable Construction Costs (OPCC) Summary:

The estimate was prepared based on information available which was limited at the time. We were able to render a sketch and establish a layout for the water main based upon Google Earth, with the following assumptions:

- Costs associated with this opinion were based on averages costs we have seen in the past and was cited in the estimate in the footer section.
- One (1) creek crossing by method of directional drilling
- The connections for both ends were to be to existing C-900 water mains, the connection at the west was to be a 12" and the one to the north an 8".
- No water service lead was included in this estimate.
- No trees were to be removed.



B. GFA Design and OPCC Update Summary:

Once we obtained a topo and had a MissDig completed, we found that the entire route along Pickard Road was occupied with existing pipes from storm, sanitary, large oil pipes and fiber lines making the proposed layout a tougher project. At this point we created another OPCC adding in the additional items and came up with an average cost of \$227,859.00 and with the contingency we were at a total of \$250,644.00.

The following specific items were identified and modified both the scope of the project and increased the cost:

- The county drain under Summerton Road was actually a 96" diameter structure which required us to increase the length of the drill piping just to get 6' of cover under the drain.
- The record info of the existing water mains were sent to us and it was determined that a tapping sleeve and valve would have to be placed on an existing HDPE pipe along Pickard Road. Tapping a HDPE pipe is not a typical connection and a special adaptor would have been needed. This also increased the cost of the project.
A water service lead to an existing parcel along Summerton Road was added at the request of the Township.
- The location of the existing 8" water main connection to the north of SCIT was located and found to be approximately 100' west of Summerton road, thus increasing the amount of water main to be installed.

C. Bid Price Summary

Based upon our review of the unit prices, it was perceived there was a substantial increase to specific bid items including sidewalk and asphalt in comparison to the original budget. In addition to the cost increase of these specific bid items, with the economy, GFA is currently seeing contractor labor and material prices drastically higher than previous years (20 - 30%).

D. Construction Summary

By adjusting the quantities within the bid we could reduce the cost of B&L's open cut bid to \$251,245.00 and reduce Isabella Corporations Directional Drill Bid to \$261,232.00 (see attached spreadsheet). The Directional Drilling option would save a lot of the landscaping that is currently in place along Pickard Road. B & L Excavating is a fairly new company and capable of doing this work. B & L Excavating is a spin-off of Bartz Construction who constructed most of the water main infrastructure for Union Townships East side in the mid 80's. Isabella Corporation, local to Union Township has completed many projects for the Township over the past 30 years.



Recommendation

Please be aware that the Township/EDA always reserves the right to deviate and can add/ remove bid items and GFA will assist with this process. GFA will continue to work with the chosen contractor on cost reduction as there is little room for extras as a result of unknown field conditions that could be encountered. Review of references provided and based upon our past experiences, we would recommend B & L Excavating or Isabella Corporation to do this work. B & L Excavating would open cut the project along Pickard Road and Isabella Corporation would directional drill which would require pilot holes for this pipe installation and require minor cleanup.

Best Regards,

A handwritten signature in black ink, appearing to read 'J. Hodges', with a blue ink signature below it that appears to read 'Craig Goodrich'.

Jennifer Hodges, P.E.
Project Manager

Craig Goodrich
Engineering Dept. Manager

Bid Results
Charter Township of Union
Pickard / Summerton Water Main Extension
GFA Project No. 18112

Adjusted Quantities B&L Excavating										Adjusted Quantities Isabella Corp									
No.	Item	Unit	Est. Qty.	Unit Price	Item Cost	Unit Price	Item Cost	Unit Price	Item Cost	Unit Price	Item Cost	Unit Price	Item Cost	Unit Price	Item Cost				
Alternate A - Open Cut																			
1	Mobilization	LS	1	\$8,000.00	\$8,000.00	\$31,000.00	\$31,000.00	\$18,660.00	\$18,660.00										
2	Traffic Control	LS	1	\$3,500.00	\$3,500.00	\$12,450.00	\$12,450.00	\$10,700.00	\$10,700.00										
3	Water Main, PVC C900 DR 18, 12"	LF	1,600	\$85.00	\$136,000.00	\$66.00	\$105,600.00	\$90.00	\$144,000.00										
4	Water Main, Directional Drill (Identify Pipe Selection on Bid Form)	LF	377	\$120.00	\$45,240.00	\$135.00	\$50,895.00	\$140.00	\$52,780.00										
5	Gate Valve & Box, 12"	EA	1	\$3,800.00	\$3,800.00	\$2,600.00	\$2,600.00	\$2,900.00	\$2,900.00										
6	Water Service Lead, 2"	EA	1	\$2,300.00	\$2,300.00	\$3,000.00	\$3,000.00	\$3,100.00	\$3,100.00										
7	Fire Hydrant Assembly	EA	4	\$4,800.00	\$19,200.00	\$4,500.00	\$18,000.00	\$4,780.00	\$19,120.00										
8	Connect to Existing	EA	1	\$3,500.00	\$3,500.00	\$4,500.00	\$4,500.00	\$3,000.00	\$3,000.00										
9	Tapping Sleeve and Valve, 12"	EA	1	\$8,000.00	\$8,000.00	\$7,500.00	\$7,500.00	\$6,484.00	\$6,484.00										
10	HMA Drive Replacement	SY	250	\$32.00	\$8,000.00	\$50.00	\$12,500.00	\$60.00	\$15,000.00										
11	Sidewalk Remove & Replace, Concrete	SF	1750	\$11.00	\$19,250.00	\$5.00	\$8,750.00	\$8.00	\$14,000.00										
12	Curb Remove & Replace, Concrete	LF	80	\$55.00	\$4,400.00	\$50.00	\$4,000.00	\$35.00	\$2,800.00										
13	Sidewalk Ramp, ADA Compliant	EA	1	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00										
14	Tree Remove & Replace	EA	3	\$1,200.00	\$3,600.00	\$1,000.00	\$3,000.00	\$1,500.00	\$4,500.00										
15	Site Restoration	LS	1	\$4,000.00	\$4,000.00	\$12,500.00	\$12,500.00	\$35,500.00	\$35,500.00										
TOTAL BID - Alternate A					\$269,290.00		\$276,795.00		\$282,455.00		\$331,159.00								
Alternate B - Directional Drill																			
1	Mobilization	LS	1	\$0.00	\$0.00	\$41,000.00	\$41,000.00	\$20,660.00	\$20,660.00						\$31,000.00				
2	Traffic Control	LS	1	\$0.00	\$0.00	\$12,450.00	\$12,450.00	\$10,700.00	\$10,700.00						\$17,500.00				
3	Water Main, pvc C900 DR18, 12"	LF	575	\$0.00	\$0.00	\$66.00	\$37,950.00	\$49.00	\$28,175.00					518	\$25,382.00				
4	Water Main, Directional Drill (Identify Pipe Selection on Bid Form)	LF	1400	\$0.00	\$0.00	\$125.00	\$175,000.00	\$100.00	\$140,000.00					1277	\$127,700.00				
5	Gate Valve & Box, 12"	EA	1	\$0.00	\$0.00	\$2,600.00	\$2,600.00	\$3,500.00	\$2,900.00					1	\$3,500.00				
6	Water Service Lead, 2"	EA	1	\$0.00	\$0.00	\$3,000.00	\$3,000.00	\$2,500.00	\$3,100.00					1	\$2,500.00				
7	Fire Hydrant Assembly	EA	4	\$0.00	\$0.00	\$4,500.00	\$18,000.00	\$8,000.00	\$6,180.00					4	\$8,000.00				
8	Connect to Existing	EA	1	\$0.00	\$0.00	\$4,500.00	\$4,500.00	\$6,500.00	\$3,000.00					1	\$6,500.00				
9	Tapping Sleeve and Valve, 12"	EA	1	\$0.00	\$0.00	\$7,500.00	\$7,500.00	\$100.00	\$8,484.00					1	\$100.00				
10	HMA Drive Replacement	SY	120	\$0.00	\$0.00	\$50.00	\$6,000.00	\$70.00	\$8,400.00					120	\$70.00				
11	Sidewalk Remove & Replace, Concrete	SF	80	\$0.00	\$0.00	\$5.00	\$400.00	\$8.00	\$640.00					80	\$10.00				
12	Sidewalk Ramp, ADA Compliant	EA	1	\$0.00	\$0.00	\$500.00	\$500.00	\$850.00	\$500.00					1	\$850.00				
13	Site Restoration	LS	1	\$0.00	\$0.00	\$10,000.00	\$10,000.00	\$15,500.00	\$15,500.00					1	\$5,000.00				
TOTAL BID - Alternate B					\$0.00		\$318,900.00		\$276,325.00		\$309,404.00				\$261,232.00				

OPINION OF PROBABLE CONSTRUCTION COST

CHARTER TOWNSHIP OF UNION
WATER MAIN LOOP: PICKARD/SUMMERTON RD. TO SCIT PARCEL
GFA PROJECT NO. 17029U
November 27, 2017

No.	Item	Estimated Quantity	Unit	Unit Price	Item Cost
1	Water Main, C900, 12"	1,875	LF	\$52.00	\$97,500
2	Water Main, Dir. Drill HDPE, 12"	90	LF	\$115.00	\$10,350
3	Gate Valve & Box, 12"	2	LF	\$3,500.00	\$7,000
4	Fire Hydrant Assembly	3	EA	\$4,500.00	\$13,500
5	Connect to Existing	2	EA	\$6,500.00	\$13,000
6	Driveway Patch, Asphalt	250	SY	\$50.00	\$12,500
7	Sidewalk Remove & Replace, Concrete	3,850	SF	\$6.00	\$23,100
8	Curb Remove & Replace, Concrete	105	LF	\$25.00	\$2,625
9	Site Restoration	1	LS	\$8,000.00	\$8,000
ESTIMATED CONSTRUCTION COST					\$187,575.00
TOTAL ESTIMATED CONSTRUCTION COST (INCLUDING 10% CONTIGENCY)					\$206,332.50
TOTAL ENGINEERING COST					\$62,100.00
TOTAL PROJECT COST					\$268,432.50

- These costs are based on preliminary information. The actual site conditions may result in variations of unit prices or items.
- Costs for financing, land, right-of-way, easement acquisition, and permit fees are not included in this cost estimate. Cost for MDEQ permits are included in this estimate.
- This cost estimate is approximate. Pricing for each item is based upon quotes obtained from equipment manufacturers with 6% sales tax and 35% installation fee added. Actual construction bids may vary significantly from this statement of probable costs due to timing of construction, changed conditions, labor rate changes, or other factors beyond the control of Gourdie-Fraser.
- This cost is for transmission line only and does not include services leads or appurtenances.
- If completed in conjunction with Pickard/Summerton to Broadway Rd., extension would provide cost sharing and cost savings related to extension of main along Pickard Road. Savings estimated at \$58,800.00

REQUEST FOR TOWNSHIP BOARD ACTION

To: Mark Stuhldreher - Township Manager

DATE: August 14, 2018

FROM: Kim Smith – Public Works Coordinator

DATE FOR BOARD CONSIDERATION: August 22, 2018

ACTION REQUESTED: Approval of Commercial Property Utility Service and Franchise Agreement & Residential Water Franchise Agreement for Coyne LLC, located at 1368 N. Harris Street

Current Action ☒ Emergency ☐

Funds Budgeted: If Yes ☐ Account # ☐ No ☐ N/A ☒

Finance Approval ☐

BACKGROUND INFORMATION

In February of 2018, the Charter Township of Union Board approved a Commercial Property Utility Service and Franchise Agreement and Residential Water Franchise Agreement for parcel number 14-101-30-003-02, 1368 N. Harris Street, Mt. Pleasant MI.

In July of 2018, the Township Board approved a land division for this property, thus creating two new parcels and corresponding property descriptions. The creation of two new parcels/property descriptions requires that a new Water Franchise Agreement be approved for both of these parcel descriptions.

The owner of the property is developing the property for both commercial and residential use. The Charter Township of Union does not have water service available in this area. The City of Mt. Pleasant does have water service available to this property. Because the City of Mt. Pleasant has water service available to the property the owner has requested that the City of Mt. Pleasant provide municipal water service.

In order for one municipality to provide water service to a property located within the boundaries of another municipality a Franchise Agreement must be executed between the parties. The Township and City have approved franchise agreements for other properties in the past. To facilitate franchise agreements between the City of Mt. Pleasant and Union Township a template has been established for both Commercial and Residential Franchise Agreements.

SCOPE OF SERVICES

Execute an agreement for the City of Mt. Pleasant to provide municipal water service for commercial and residential purposes to a property located within the boundaries of Charter Township of Union.

JUSTIFICATION

Approval of the Commercial and Residential Franchise Agreements will provide municipal water service to a parcel located within the Township that otherwise would not have access to municipal water. Providing municipal water service allows for the development of the parcel.

PROJECT IMPROVEMENTS

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

1. Community well-being and common good

COSTS

na

PROJECT TIME TABLE

NA

RESOLUTION

Approve the Commercial Property Utility Service and Franchise Agreement & Residential Water Service Franchise Agreement for Coyne LLC, located on parcel numbers 37-14-010-30-003-05 and 37-14-010-30-003-08, 1368 N Harris Street, Mt. Pleasant MI.

Resolved by _____ Seconded by _____

Yes:

No:

Absent:

COMMERCIAL PROPERTY UTILITY SERVICE AND FRANCHISE AGREEMENT

This Commercial Property Utility Service and Franchise Agreement (the "Agreement") is made as of _____, 2018, between the City of Mt. Pleasant, a Michigan municipal corporation with a principal address of 320 West Broadway, Mt. Pleasant, MI 48858 (the "City"), Coyne LLC, an LLC with a principal address of 914 West Pickard Street, Mt. Pleasant, MI 48858 (the "Developer") and, with respect to paragraphs 8 through 12, the Charter Township of Union, a Michigan municipal corporation with a principal address of 2010 S. Lincoln Road, Mt. Pleasant, MI 48858 (the "Township").

RECITALS

- A. The Developer owns real property in the Township, as legally described on the attached Exhibit A (the "Property").
- B. The Developer plans to develop the Property for a commercial use and, because Township water services are unavailable in the area where the Property is located, has requested City water services.
- C. The City is amenable to accommodating the Developer's request, and the Township is amendable to granting the City a revocable franchise and consent to provide the requested services, in accordance with the terms and conditions of this Agreement.

TERMS AND CONDITIONS

In exchange for the consideration in and referred to by this Agreement, the parties agree:

1. **Proposed Improvements.** A description of the improvements that the Developer proposes to construct and install relating to the provision of City water service (including any lines, pipes, pumps, valves, chambers and related appurtenances needed to connect to and receive service from the City's water system) is attached as **Exhibit B** (the "Improvements"). The Developer shall construct and install the Improvements in accordance with Exhibit B, and shall not modify the Improvements or construct and install additional Improvements without the prior written approval of the City's Director of Public Works.
2. **Construction.** The Developer shall be responsible for all costs associated with constructing and installing the improvements, including road repair and replacement, to their preexisting condition, if roads are disturbed. The Developer shall comply with all applicable City ordinances and construction standards, applicable state and federal laws, rules and regulations, applicable permits, and other approvals. Upon completion of construction and the City's inspection and approval, the Developer shall submit "as built" drawings to the City's Division of Public Works illustrating the location of the Improvements as constructed. The City will be responsible for Miss Dig marking all City water utilities in the right-of-way serving this property.
3. **Connection.** The City shall connect the Developer to the City's water system upon completion of the Improvements and payment of all applicable fees and charges in accordance with applicable City ordinances, resolutions, rules, regulations and policies in effect on the date of this Agreement.
4. **Ownership and Maintenance.** The Developer shall retain ownership of the Improvements and shall be solely responsible for maintaining the Improvements and ensuring their proper function.
5. **Compliance with Applicable Regulations.** The Developer's use of the City's water system is conditional upon compliance with the City's Municipal Water Use Ordinance and all other applicable City ordinances, rules, regulations, and policies pertaining to use of the water system, as well as applicable state and federal laws, rules and regulations, and applicable permits, certifications and approvals (the "Applicable

Regulations"). The City shall have the right to inspect the Property in the same manner as for properties receiving water services within the jurisdictional boundaries of the City, and may discontinue water service to the Property for any violation of the Applicable Regulations.

6. Rates, Fees, and Charges. The City shall charge and the Developer shall timely pay (*i.e.* before the date on which payment can be made without penalties or interest) all rates, fees and charges provided in the Applicable Regulations, which shall be a lien on the Property and shall be collected as provided by law.

7. Service Interruptions. The City cannot guarantee uninterrupted water services to the Property. Indeed, periodic interruptions may occur. This Agreement does not provide the Developer any rights to continuous water service or any cause of action for damages as a result of any periodic interruption.

8. Township Ordinances. The Township shall retain jurisdiction to enforce its zoning ordinance, the Michigan Construction Code, and all other Township ordinances on the Property.

9. Protection of Roadways. The City shall not provide water services to the Property until the Developer has repaired or replaced any damaged or disturbed roadways within the Township. The City shall inspect for such damage prior to connecting the Property to the City's water system.

10. Township's Franchise and Consent. This Agreement serves as the Township's consent and revocable franchise for the City to provide Water services to the Property and to use the Township's public rights-of-way for such purposes, as required by Article VII, Section 26 of the Michigan Constitution of 1963. Because this Agreement pertains to the provision of water services to commercial rather than residential property, it need not be in the form provided in the Comprehensive Agreement between the Charter Township of Union and the City of Mt. Pleasant, which the parties agreed to on December 12, 1991. Approval of the exact locations of the water mains, distribution lines, appurtenances, or other supply lines or pipes shall be obtained from the Township.

11. Loss Payment (Indemnification). The Developer shall hold the City and the Township (defined for purposes of this paragraph to include their respective officers and employees) harmless from, defend them against (with legal counsel reasonably acceptable to them), and pay for any loss paid or owed by them arising from the Developer's use, construction, or installation of the Improvements. "Loss" means a monetary amount paid or owed for any reason, including for example: judgments, settlements, fines, replacement costs, staff compensation, decreases in property value, and expenses incurred in defending a legal claim.

12. Termination. This Agreement may be terminated as follows:

- a. The Developer may terminate this Agreement at any time, and upon such termination the City may immediately discontinue water services to the Property.
- b. The City may terminate this Agreement if the Developer violates the Applicable Regulations.
- c. The Township may revoke the franchise and consent granted in this Agreement at any time, including but not limited to such time when the Township makes water service available to the Property through its own water system. Upon revocation of the franchise and consent, the City shall disconnect the Improvements from its water system and cease providing water services to the Property.

13. Successors and Assigns. The terms of this Agreement shall be binding upon the parties' successors and assigns.

14. Miscellaneous. This Agreement constitutes the entire Agreement among the parties. No oral or written prior or contemporaneous agreement shall have any force or effect nor shall any subsequent agreements have any force or effect unless made in writing and signed by the parties. The captions of this Agreement shall not be considered as part of this Agreement but shall be considered as descriptive only. The recitals however are an integral part of this Agreement.

The parties have caused this Agreement to be executed as of the date first written above.

CITY OF MT. PLEASANT

By: [Signature]
Allison Quast-Lents, Mayor

By: [Signature]
Jeremy Howard, Clerk

STATE OF MICHIGAN
COUNTY OF ISABELLA

On August 6, 2018, Allison Quast-Lents and Jeremy Howard, personally known to me as the Mayor and Clerk of the City of Mt. Pleasant, appeared before me and acknowledged their signatures on this document.

[Signature] Addie Pritchard
Notary Public, Isabella County, Michigan
My Commission expires: 2-8-2022
Acting in Isabella County, Michigan

COYNE LLC

By: [Signature]
Its: Member

STATE OF MICHIGAN
COUNTY OF Isabella

On August 7, 2018, appeared before me, presented a valid photograph identification, and acknowledged signature on this document.

[Signature] Jacobyn McDonald
Notary Public, Isabella County, Michigan
My Commission expires: 2-25-2024
Acting in Isabella County, Michigan

ACCEPTED WITH
RESPECT TO PARAGRAPHS 8 THROUGH 12:

CHARTER TOWNSHIP OF UNION

By: [Signature]
Ben Gunning, Supervisor
By: _____
Lisa Cody, Clerk

STATE OF MICHIGAN
COUNTY OF ISABELLA

On _____, 2018, Ben Gunning and Lisa Cody, personally known to me as the Supervisor and Clerk of the Charter Township of Union, appeared before me and acknowledged their signatures on this document.

Notary Public, _____ County, Michigan
My Commission expires: _____
Acting in Isabella County, Michigan

Exempt from transfer taxes because this document does not convey any interest in any real property

Prepared by:
Scott G. Smith
Dickinson Wright PLLC
200 Ottawa Ave. NW, Suite 1000
Grand Rapids, MI 49503

When recorded return to:
Jeremy Howard, City Clerk
City of Mt. Pleasant
320 West Broadway,
Mt. Pleasant, MI 48858

CC: Lisa Cody, Township Clerk
2010 South Lincoln Road
Mt. Pleasant, MI 48858

Exhibit A
Property Description

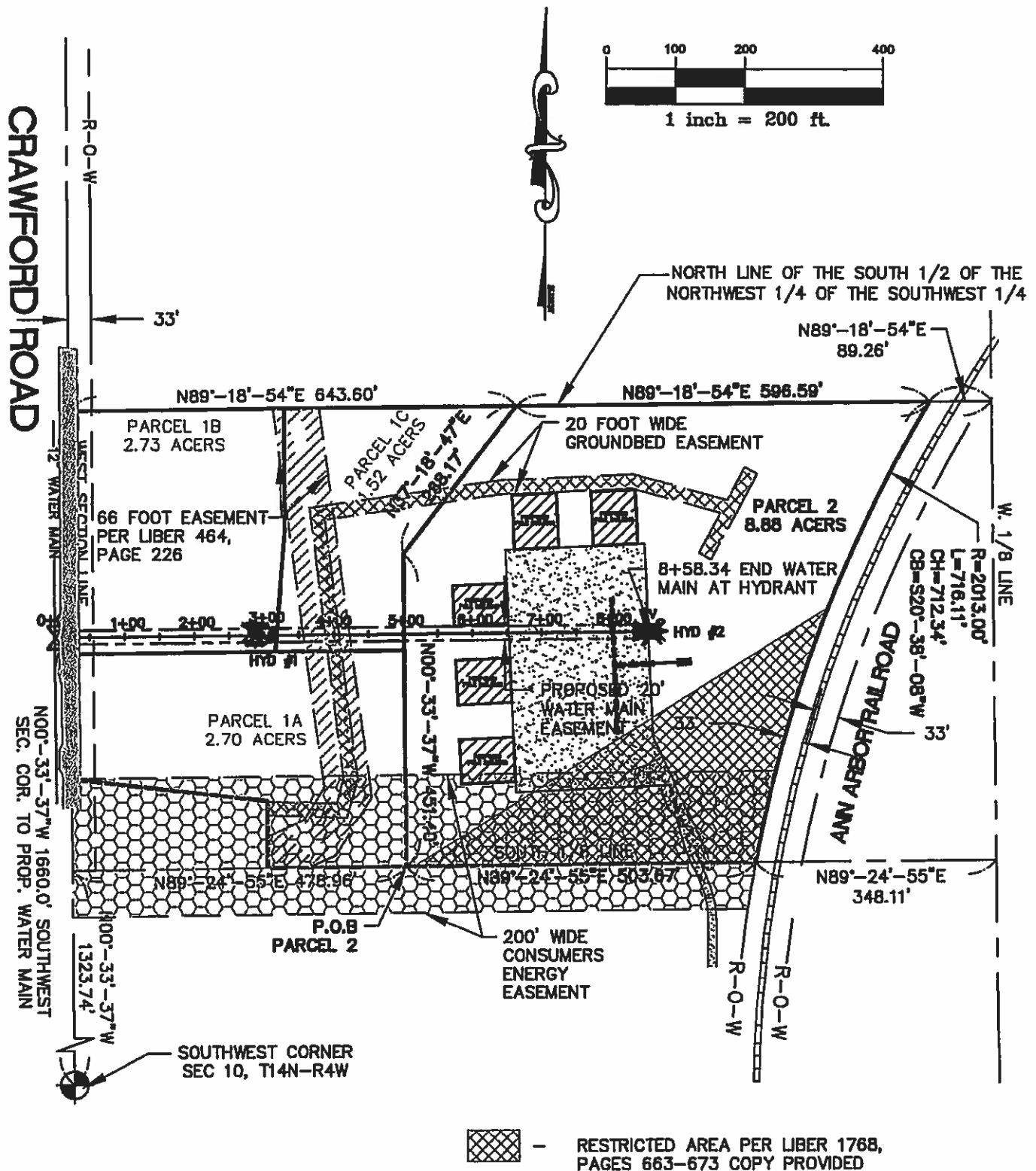
PARCEL 2

37-14-010-30-003-08

A PARCEL OF LAND IN THE SOUTH 1/2 OF THE NORTH 1/2 OF THE SOUTHWEST 1/4 OF SECTION 10, T.14 N.-R4 W., UNION TOWNSHIP, ISABELLA COUNTY, MICHIGAN DESCRIBED AS FOLLOWS: TO FIX THE POINT OF BEGINNING, COMMENCE AT THE SOUTHWEST CORNER OF SAID SECTION; THENCE N.00°-33'-37"W., ON AND ALONG THE WEST LINE OF SAID SECTION, 1323.74 FEET; THENCE N.89°-24'-55"E., ON AND ALONG THE SOUTH 1/8 LINE OF SAID SECTION, 478.96 FEET TO THE POINT OF BEGINNING OF THIS DESCRIPTION; THENCE N.00°-33'-37"W., PARALLEL WITH SAID WEST SECTION LINE, 451.40 FEET; THENCE N.37°-18'-47"E., 268.17 FEET; THENCE N89°-18'-54"E., ON AND ALONG THE NORTH LINE OF THE SOUTH 1/2 OF THE NORTH 1/2 OF THE SOUTHWEST 1/4 OF SAID SECTION, 596.59 FEET TO A POINT ON A CURVE TO THE LEFT HAVING A RADIUS OF 2013.00 FEET; THENCE SOUTHWESTERLY, ALONG THE ARC OF SAID CURVE, 716.11 FEET TO A POINT ON SAID CURVE, TO SAID ARC BEING SUBTENDED BY A CHORD BEARING S.20°-38'-08"W., 712.34 FEET TO SAID POINT; THENCE S.89°-24'-55"W., ON AND ALONG THE SOUTH 1/8 LINE OF SAID SECTION, 503.67 FEET; BACK TO THE POINT OF BEGINNING, CONTAINING 8.88 ACRES OF LAND AND BEING SUBJECT TO AND TOGETHER WITH ANY EASEMENTS, RESTRICTIONS OR RIGHTS OF WAY OF RECORD.

EXHIBIT B PARCEL 2 DAVE COYNE

PART OF THE SOUTH 1/2 OF THE NORTHWEST 1/4
OF THE SOUTHWEST 1/4, SECTION 10, T14N-R4W
UNION TOWNSHIP, ISABELLA COUNTY, MICHIGAN



R - RECORDED
M - MEASURED
□ - SET WOOD STAKE

○ - FOUND IRON
● - SET IRON
◎ - CONCRETE MONUMENT

⊕ - SECTION CORNER
⊕ - 1/8 CORNER



CMS & D

SURVEYING / ENGINEERING

510 W. PICKARD STREET, SUITE C
MT. PLEASANT, MICHIGAN 48858
PHONE: (989) 775-0756
FAX: (989) 775-5012
EMAIL: info@cms-d.com

SCALE:
1" = 200'

SURVEY DATE:
N/A

DATE:
7-23-18

REVISED:

DRAWN BY:
WRE

CHECKED BY:
TELB

JOB NUMBER:
1705-075

SHEET NUMBER:
1 OF 1

**City of Mt. Pleasant
Charter Township of Union**

Water Service Franchise Agreement

THIS AGREEMENT entered into this _____ day of _____, 2018, by and between The Charter Township of Union, a Municipal Corporation, located in the County of Isabella, State of Michigan, hereinafter referred to as “**GRANTOR**”, and the City of Mt. Pleasant, a Municipal Corporation located in the County of Isabella, State of Michigan, hereinafter referred to as “**GRANTEE**”.

**ARTICLE I
Purpose and Intent**

The Township of Union has a water supply and distribution system; however, is unable to supply water to every premises in the Township. The City of Mt. Pleasant also has a water supply and distribution system which in many instances can supply water to premises located within the Township much more readily than the Township can at the time this Agreement is executed. In order to facilitate the delivery of water service to premises located with the Township this Agreement is being entered into. It is the express intent of the parties that this is an interim agreement which shall remain in effect only so long as the Township is unable to deliver water service.

In consideration of the grant of this Franchise, the **GRANTEE** hereby promises to comply with the provisions of this Franchise Agreement in supplying a water line and water to the premises located at **Parcel 1A, Parcel Number 37-14-010-30-003-05, 1368 N. Harris St.,** Mt. Pleasant, Michigan, which premises is located within Union Township, Isabella County, Michigan.

**ARTICLE II
Grant of Authority**

The **GRANTOR** hereby grants to the **GRANTEE** a non-exclusive right, privilege, and franchise to construct, operate, and maintain a water line and supply water to the property set forth in Article I hereof for a term of twenty (20) years from the date of this Agreement or such earlier date as **GRANTOR** may give **GRANTEE** notice pursuant to Article III herein. It is understood that this Agreement is subject to Article VII, Section 19, of the Michigan Constitution of 1963, and therefore is revocable at the will of **GRANTOR**.

Prior to commencing any construction, **GRANTEE** shall notify and consult with **GRANTOR**. Any construction of water mains, transmission lines, or other water supply line or pipe shall be according to Township specifications and shall be located within any easements or rights-of-way as specified or approved by the **GRANTOR**'s water department. Approval of the exact location of the main, line or pipe within the easement or right-of-way by the **GRANTOR**'S water department shall be obtained prior to **GRANTEE** commencing any excavation or construction. **GRANTEE** shall be liable to **GRANTOR** for any costs **GRANTOR** may incur by

GRANTEE'S failure to construct water mains, transmission lines or other water supply lines or pipe to **GRANTOR'S** specification or for **GRANTEE'S** failure to locate such mains, line or pipe in the easements or rights-of way as specified by **GRANTOR**.

ARTICLE III Authority Not Exclusive

The **GRANTOR** reserves the right to grant one or more franchises for similar uses to any person, partnership, or corporation at any time. **GRANTEE** agrees to disconnect from its water main, transmission line, or other water supply lines or pipe the premises subject to this Agreement and further agrees to cease supplying water to said premises at such time as **GRANTOR** makes available water to said premises through **GRANTOR'S** own distribution system or otherwise. Available shall mean **GRANTOR** has a water main or line within 200 feet of the property line of the premises being served by **GRANTEE'S** water system. **GRANTOR** shall give **GRANTEE** written notice by first class mail of the availability of **GRANTOR'S** water supply to the premises subject to this Franchise Agreement and upon receipt of such notice, **GRANTEE** shall then cease supplying water and disconnect the premises from its water supply system.

ARTICLE IV Conveyance of Water Lines

Upon termination of this Agreement for any reason, any water lines laid by **GRANTEE** pursuant to this Franchise Agreement shall become the sole property of **GRANTOR**. Should the **GRANTEE** have a water main or transmission line which is existing at the time of execution of this Agreement, and to which the owner of the premises being served with water taps into for water service, then, in such an event, such water main or transmission line shall not be conveyed to **GRANTOR** upon termination of the Agreement and shall remain the sole and exclusive property of **GRANTEE**.

ARTICLE V Maintenance

GRANTEE shall be solely responsible for all maintenance and the cost there of on the water line serving the premises subject to this Franchise Agreement during the term of this Agreement.

ARTICLE VI Indemnity

The **GRANTEE** shall indemnify, save, and hold harmless the **GRANTOR** from all liability for any injury or damage occurring to any person or property from any cause arising from the use, operation, or construction of the **GRANTEE'S** water line. The **GRANTEE** also agrees to indemnify the **GRANTOR** for any and all costs and attorney fees arising from any cause of action which results from the use, operation, or construction of **GRANTEE'S** water line or any intentional, malicious, or torturous activity of any employee or agent of **GRANTEE**. Further, **GRANTEE** agrees to indemnify the **GRANTOR** for any and all costs and attorney fees arising from any cause of action which results from **GRANTOR** having to enforce the terms and conditions of this Franchise Agreement.

ARTICLE VII
Fees

GRANTEE shall not charge the owner of the premises being served by water under this Franchise Agreement an unreasonable amount for water and in any event, not more than an amount which exceeds 1.325 times the rate charged by GRANTEE to its residents for water consumption.

ARTICLE VIII
Property Owner's Consent and Approval

The undersigned being the owner of the premises which is the subject matter hereof, hereby consents to all of the terms and conditions set forth in this Franchise Agreement and acknowledges that he/she has fully read and understands the terms and conditions of this Franchise Agreement.

PROPERTY OWNER

By: David D. Coyne

By: _____

STATE OF MICHIGAN
COUNTY OF Isabella

On AUGUST 7, 2018, appeared before me, presented a valid photograph identification, and acknowledged signature on this document.

Jaclyn D. McDonald

Notary Public, Isabella County, Michigan

My Commission expires: 2-25-2024

Acting in Isabella County, Michigan

CITY OF MT. PLEASANT

By: Allison Quast-Lents
Allison Quast-Lents, Mayor

By: Jeremy Howard
Jeremy Howard, Clerk

STATE OF MICHIGAN
COUNTY OF ISABELLA

On August 6, 2018, Allison Quast-Lents and Jeremy Howard, personally known to me as the Mayor and Clerk of the City of Mt. Pleasant, appeared before me and acknowledged their signatures on this document.

Addie Pritchard Addie Pritchard

Notary Public, Isabella County, Michigan

My Commission expires: 2-8-2022

Acting in Isabella County, Michigan

CHARTER TOWNSHIP OF UNION

By: Ben Gunning
Ben Gunning, Supervisor

By: _____
Lisa Cody, Clerk

STATE OF MICHIGAN
COUNTY OF ISABELLA

On August 8, 2018, Ben Gunning and Lisa Cody, personally known to me as the Supervisor and Clerk of the Charter Township of Union, appeared before me and acknowledged their signatures on this document.

Notary Public, _____ County, Michigan

My Commission expires: _____

Acting in Isabella County, Michigan

Exhibit A
Property Description

PARCEL 1-A

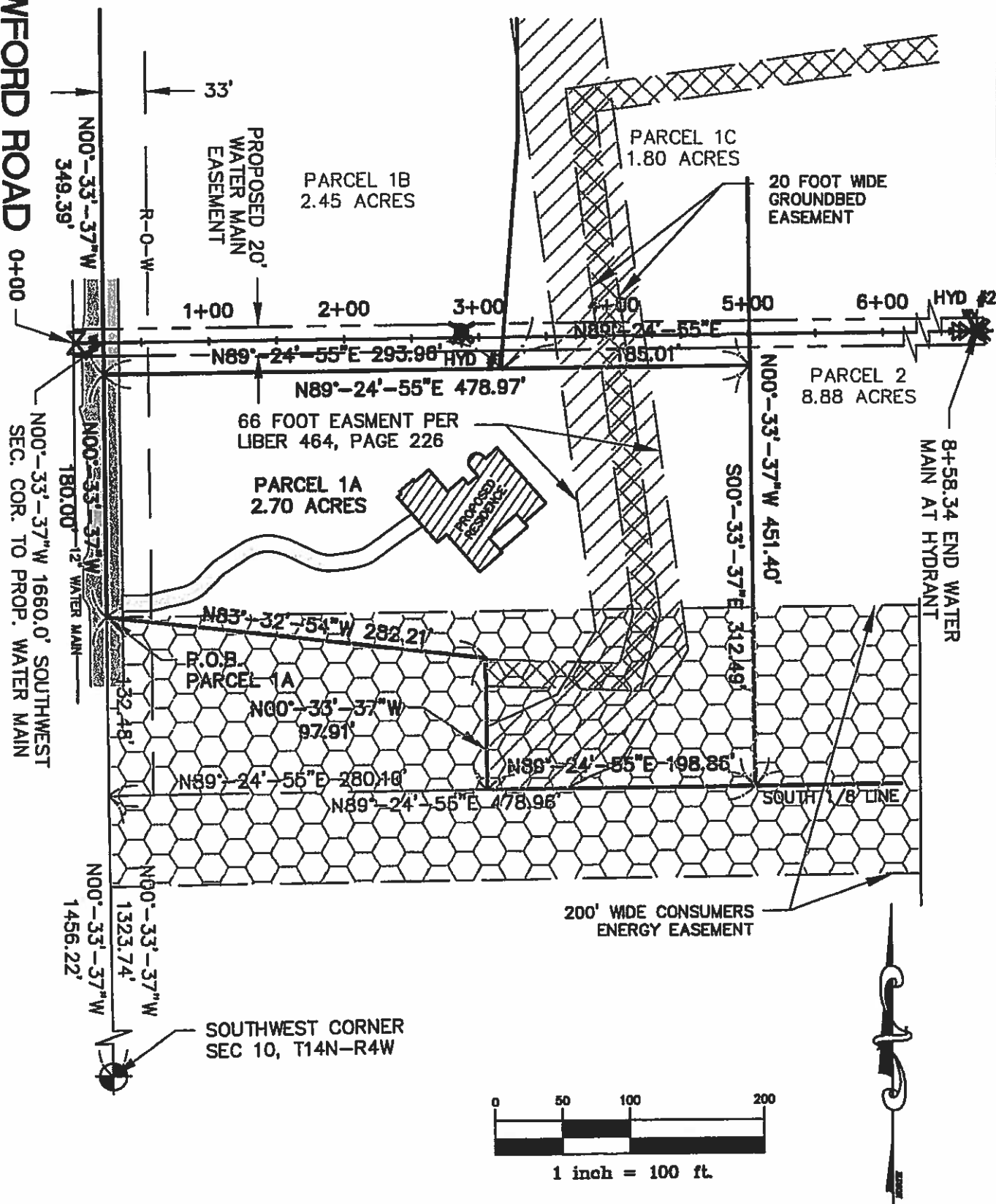
37-14-010-30-003-05

A PARCEL OF LAND IN THE SOUTH 1/2 OF THE NORTH 1/2 OF THE SOUTHWEST 1/4 OF SECTION 10, T.14 N.-R4 W., UNION TOWNSHIP, ISABELLA COUNTY, MICHIGAN DESCRIBED AS FOLLOWS: TO FIX THE POINT OF BEGINNING, COMMENCE AT THE SOUTHWEST CORNER OF SAID SECTION; THENCE N.00°-33'-37"W., ON AND ALONG THE WEST LINE OF SAID SECTION, 1456.22 FEET TO THE POINT OF BEGINNING OF THIS DESCRIPTION; THENCE CONTINUING N.00°-33'-37"W., ON AND ALONG SAID WEST SECTION LINE, 180.00 FEET; THENCE N.89°-24'-55"E., PARALLEL WITH THE SOUTH 1/8 LINE OF SAID SECTION, 478.97 FEET; THENCE S.00°-33'-37"E., PARALLEL WITH SAID WEST SECTION LINE, 312.49 FEET; THENCE S.89°-24'-55"W., ON AND ALONG SAID SOUTH 1/8 LINE, 198.86 FEET; THENCE N.00°-33'-37"W., PARALLEL WITH SAID WEST SECTION LINE, 97.91 FEET; THENCE N.83°-32'-54"W., 282.21 FEET BACK TO THE POINT OF BEGINNING, CONTAINING 2.70 ACRES OF LAND AND BEING SUBJECT TO HIGHWAY USE OF THE WESTERLY 33.00 FEET THEREOF AND ALSO BEING SUBJECT TO AND TOGETHER WITH ANY OTHER EASEMENTS, RESTRICTIONS OR RIGHTS OF WAY OF RECORD.

EXHIBIT B PARCEL 1A DAVE COYNE

PART OF THE SOUTH 1/2 OF THE NORTHWEST 1/4
OF THE SOUTHWEST 1/4, SECTION 10, T14N-R4W
UNION TOWNSHIP, ISABELLA COUNTY, MICHIGAN

CRAWFORD ROAD



R - RECORDED
M - MEASURED
□ - SET WOOD STAKE

○ - FOUND IRON
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⊙ - CONCRETE MONUMENT

⊕ - SECTION CORNER
⊕ - 1/8 CORNER



CMS & D

SURVEYING / ENGINEERING

510 W. PICKARD STREET, SUITE C
MT. PLEASANT, MICHIGAN 48858
PHONE: (989) 775-0758
FAX: (989) 775-5012
EMAIL: info@cme-d.com

SCALE:
1" = 100'

SURVEY DATE:
N/A

DATE:
7-23-18

REVISED:

DRAWN BY:
WRE

CHECKED BY:
TELB

JOB NUMBER:
1705-075

SHEET NUMBER:
1 OF 1

RESOLUTION

Authorization is hereby given to... approve the Metro Permit Application to 123 Net for the installation of telecommunication facilities in the Township right-of-way with the stipulation that all telecommunication facilities installed within the boundaries of the EDDA right-of-way be installed as underground facilities, in accordance with Utility Line Township Ordinance 1992-12.

Resolved by _____ Seconded by _____

Yes:

No:

Absent:

113.000

UTILITY LINE ORDINANCE

Ord. No. 1992-12

Adopted: November 11, 1992

An Ordinance to regulate the use of above ground utility lines in the Charter Township of Union, Isabella County, Michigan.

THE CHARTER TOWNSHIP OF UNION, ISABELLA COUNTY, MICHIGAN, ORDAINS:

113.001

Title.

Sec. I. This Ordinance shall be known as the "Underground Utility Line Ordinance."

113.002

Purpose.

Sec. II. The purpose of this Ordinance is to regulate and control the location of utility lines within an area of Union Township known as the East Downtown Development District along the Pickard Road right-of-way extending from the city limits of Mt. Pleasant east to Summerton Road, in order to promote the public safety, health, and general welfare.

113.003

Authority.

Sec. III. This Ordinance is enacted pursuant to the authority granted by MCLA 41.181 and 41.184, as amended, which authorizes township boards to adopt ordinances to secure the public health, safety, and general welfare.

113.004

Underground utility lines.

113.004.1

[Definition.]

Sec. IV.

Sec. 1. *Poles, overhead wires and associated structures* shall mean poles, towers, supports, wires, conductors, guys, stubs, platforms, crossarms, braces, transformers, insulators, cutouts, switches, communication circuits, appliances, attachments, and appurtenances located above-ground and used or useful in supplying electric, communication or similar or associated service.

113.004.2

Unlawful acts.

Sec. 2. It shall be unlawful for any person, corporation, partnership, company, utility, or other such entity, to erect, construct, maintain, continue, employ or operate poles, overhead wires, and associated overhead structures in the area

- (i) Overhead wires originating from outside the district which connect to buildings on the perimeter of such district, provided such overhead wires shall not cross any street within the district.
- (j) This Ordinance shall also not apply to the following currently existing structures within Union Township in the East Downtown Development District along the Pickard Road right-of-way extending from the city limits of Mt. Pleasant east to Summerton Road:

One single-phase crossing.

Two open wye crossing three-phase.

Four closed wye crossing three-phase.

Seven secondary crossings.

One 46,000 volt sub. transmission crossing.

Six span guy crossings.

One center suspension streetlight.

16 center suspension streetlight.

16 poles in M-20 right-of-way.

One center suspension support.

The overhang of one 46,000-volt wire on the north side of M-20 between Isabella Road and Belmont Drive.

The overhang of one three-phase distribution line starting at Summerton Road and running west on either side of M-20 to Pickard Street.

113.004.5 [Exceptions.]

Sec. 5. Should a public utility determine that they must build additional lines overhead and should that utility determine that they cannot require that cost to be borne by the utility's customers, then the Township Board shall have the option, upon request of the utility, [to make an exception] from the prohibitions of this Ordinance or to pay for the additional cost associated with placement of the line underground.

113.005 Enforcement and penalties for failure to comply with this Ordinance.

Sec. V. Any person who shall violate any of the terms of this Ordinance shall, upon conviction, be guilty of a misdemeanor and be subject to a fine of not more than \$500.00 or to imprisonment for a period of not more than 90 days, or both, plus costs of prosecution. Nothing contained in this Ordinance shall prevent the Township Board, public official, or private citizen from taking lawful action as is necessary to restrain or prevent any violation of this Ordinance.

**METRO Act Permit Application Form
Revised April 6, 2012**

Charter Township of Union

**APPLICATION FOR
ACCESS TO AND ONGOING USE OF PUBLIC WAYS BY
TELECOMMUNICATIONS PROVIDERS
UNDER
METROPOLITAN EXTENSION TELECOMMUNICATIONS
RIGHTS-OF-WAY OVERSIGHT ACT
2002 PA 48
MCL SECTIONS 484.3101 TO 484.3120**

BY

123 Net, Inc.

Unfamiliar with METRO Act?--Assistance: Municipalities unfamiliar with Michigan Metropolitan Extension Telecommunications Rights-of-Way Oversight Act ("METRO Act") permits for telecommunications providers should seek assistance, such as by contacting the Telecommunications Division of the Michigan Public Service Commission at 517-241-6200 or via its web site at http://www.michigan.gov/mpsc/0,4639,7-159-16372_22707---,00.html.

45 Days to Act—Fines for Failure to Act: The METRO Act states that "A municipality shall approve or deny access under this section within 45 days from the date a provider files an application for a permit for access to a public right-of-way." MCL 484.3115(3). The Michigan Public Service Commission can impose fines of up to \$40,000 per day for violations of the METRO Act. It has imposed fines under the Michigan Telecommunications Act where it found providers or municipalities violated the statute.

Where to File: Applicants should file copies as follows [municipalities should adapt as appropriate—unless otherwise specified service should be as follows]:

-- Three (3) copies (one of which shall be marked and designated as the master copy) with the Clerk at:

Charter Township of Union
Department of Public Works
Attn: Kim Smith
2010 S. Lincoln Road
Mt. Pleasant, MI 48858

Charter Township of Union

Name of local unit of government

**APPLICATION FOR
ACCESS TO AND ONGOING USE OF PUBLIC WAYS BY
TELECOMMUNICATIONS PROVIDERS**

By
123 Net Inc.
("Applicant")

This is an application pursuant to Sections 5 and 6 of the Metropolitan Extension Telecommunications Rights-of-Way Oversight Act, 2002 PA 48 (the "METRO Act") for access to and ongoing usage of the public right-of-way, including public roadways, highways, streets, alleys, easements, and waterways ("Public Ways") in the Municipality for a telecommunications system. The METRO Act states that "A municipality shall approve or deny access under this section within 45 days from the date a provider files an application for a permit for access to a public right-of-way." MCL 484.3115(3).

This application must be accompanied by a one-time application fee of \$500, unless the applicant is exempt from this requirement under Section 5(3) of the METRO Act, MCL 484.3105(3).

1 GENERAL INFORMATION:

1.1 Date: June 25, 2018

1.2 Applicant's legal name: 123.Net, Inc.
Mailing Address: 24700 Northwestern Highway
Suite 700
Southfield, MI 48075

Telephone Number: (866) 460-3503

Fax Number: (248) 849-9333

Corporate website: www.123.net

Name and title of Applicant's local manager (and if different) contact person regarding this application:

Amanda Griffith – Fiber Permits Coordinator
Mailing Address: 24700 Northwestern Highway

Suite 700
Southfield, MI 48075
Telephone Number: (248) 228-8286
Fax Number: (248) 849-9333
E-mail Address: agriffith@123.net

1.3 Type of Entity: (Check one of the following)

- ☒ Corporation
☐ General Partnership
☐ Limited Partnership
☐ Limited Liability Company
☐ Individual
☐ Other, please describe: _____

1.4 Assumed name for doing business, if any:

1.5 Description of Entity:

1.5.1 Jurisdiction of incorporation/formation; **Michigan**

1.5.2 Date of incorporation/formation; **8-16-1996**

1.5.3 If a subsidiary, name of ultimate parent company;

1.5.4 Chairperson, President/CEO, Secretary and Treasurer (and equivalent officials for non-corporate entities).

James Kandler
Dan Irvin
Stefania Gradinaru
Simona Anton

1.6 Attach copies of Applicant's most recent annual report (with state ID number) filed with the Michigan Department of Licensing and Regulatory Affairs and certificate of good standing with the State of Michigan. For entities in existence for less than one year and for non-corporate entities, provide equivalent information.

Please see attached.

1.7 Is Applicant aware of any present or potential conflicts of interest between Applicant and Municipality? If yes, describe: **None.**

1.8 In the past three (3) years, has Applicant had a permit to install telecommunications facilities in the public right of way revoked by any Michigan municipality?

Circle: Yes ☒ No

If "yes," please describe the circumstances.

1.9 In the past three (3) years, has an adverse finding been made or an adverse final action been taken by any Michigan court or administrative body against Applicant under any law or regulation related to the following:

1.9.1 A felony; or

1.9.2 A revocation or suspension of any authorization (including cable franchises) to provide telecommunications or video programming services?

Circle: Yes ☒ No

If "yes," please attach a full description of the parties and matters involved, including an identification of the court or administrative body and any proceedings (by dates and file numbers, if applicable), and the disposition of such proceedings.

1.10 [If Applicant has been granted and currently holds a license to provide basic local exchange service, no financial information needs to be supplied.] If publicly held, provide Applicant's most recent financial statements. If financial statements of a parent company of Applicant (or other affiliate of Applicant) are provided in lieu of those of Applicant, please explain.
N/A, Applicant is a CLEC

1.10.1 If privately held, and if Municipality requests the information within 10 days of the date of this Application, the Applicant and the Municipality should make arrangements for the Municipality to review the financial statements.

If no financial statements are provided, please explain and provide particulars.

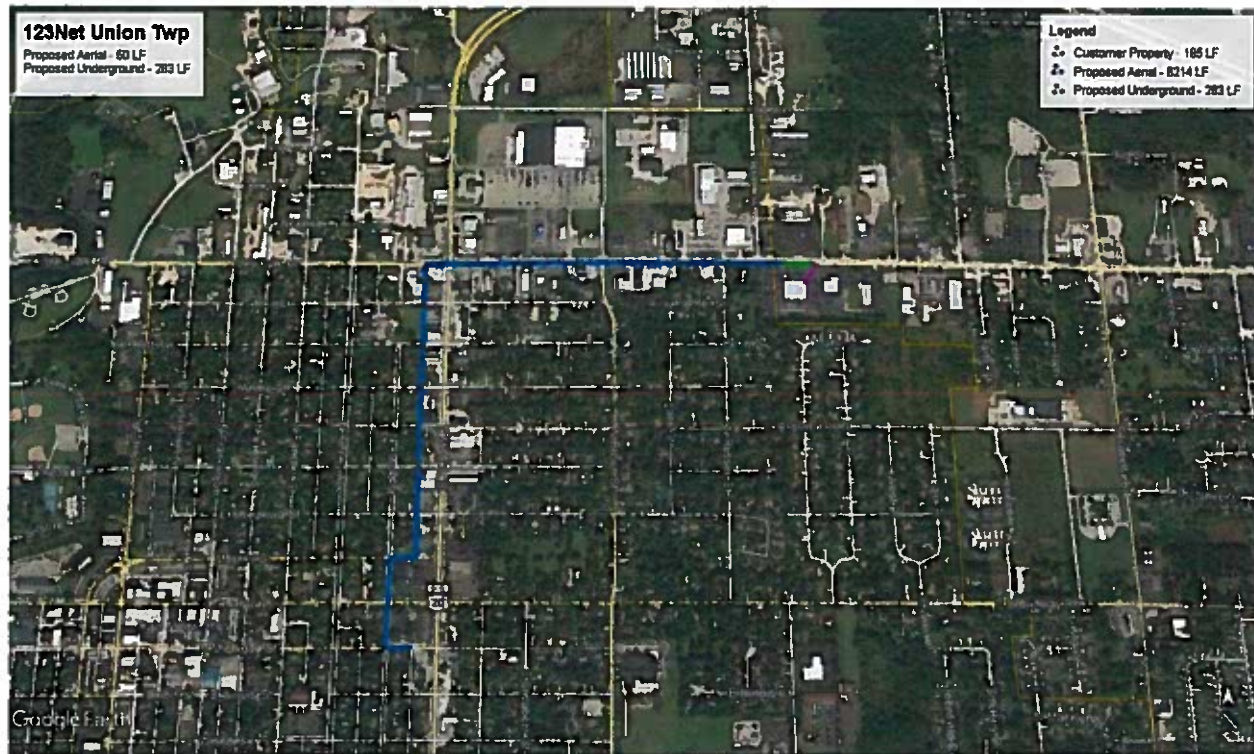
2 DESCRIPTION OF PROJECT:

2.1 Provide a copy of authorizations, if applicable, Applicant holds to provide telecommunications services in Municipality. If no authorizations are applicable, please explain.

2.2 Describe in plain English how Municipality should describe to the public the telecommunications services to be provided by Applicant and the telecommunications facilities to be installed by Applicant in the Public Ways.

123.Net provides Aerial and Underground installation of fiber optic cable inside 1.25" HPDE conduits using methods such as directional boring or trenching.

2.3 Attach route maps showing the location (including whether overhead or underground) of Applicant's existing and proposed facilities in the public right-of-way. To the extent known, please identify the side of the street on which the facilities will be located. (If construction approval is sought at this time, provide engineering drawings, if available, showing location and depth, if applicable, of facilities to be installed in the public right-of-way).



The proposed new route will have drawings provided, detailing which side of the street. when applying for Right of Way permits.

2.4 Please provide an anticipated or actual construction schedule.

Would like to begin construction as soon as possible after submission of ROW permit application.

2.5 Please list all organizations and entities which will have any ownership interest in the facilities proposed to be installed in the Public Ways.

123.Net, Inc.

2.6 Who will be responsible for maintaining the facilities Applicant places in the Public Ways and how are they to be promptly contacted? If Applicant's facilities are to be installed on or in existing facilities in the Public Ways of existing public utilities or incumbent telecommunications providers, describe the facilities to be used, and provide verification of their consent to such usage by Applicant.

123.Net, Inc.

(866) 460-3503
NOC@123.NET

3 TELECOMMUNICATION PROVIDER ADMINISTRATIVE MATTERS:

Please provide the following or attach an appropriate exhibit.

- 3.1 Address of Applicant's nearest local office;

**24700 Northwestern Highway
Suite 700
Southfield, MI 48075**

- 3.2 Location of all records and engineering drawings, if not at local office;

- 3.3 Names, titles, addresses, e-mail addresses and telephone numbers of contact person(s) for Applicant's engineer or engineers and their responsibilities for the telecommunications system;

**Amanda Griffith
Fiber Permits Coordinator
24700 Northwestern Highway
Suite 700
Southfield, MI 48075
agriffith@123.net
248-228-8286**

- 3.4 Provide evidence of self-insurance or a certificate of insurance showing Applicant's insurance coverage, carrier and limits of liability for the following:

- 3.4.1 Worker's compensation;

- 3.4.2 Commercial general liability, including at least:

- 3.4.2.1 Combined overall limits;

- 3.4.2.2 Combined single limit for each occurrence of bodily injury;

- 3.4.2.3 Personal injury;

- 3.4.2.4 Property damage;

- 3.4.2.5 Blanket contractual liability for written contracts, products, and completed operations;

3.4.2.6 Independent contractor liability;

3.4.2.7 For any non-aerial installations, coverage for property damage from perils of explosives, collapse, or damage to underground utilities (known as XCU coverage);

3.4.2.8 Environmental contamination;

3.4.3 Automobile liability covering all owned, hired, and non-owned vehicles used by Applicant, its employee, or agents.

Please see attached.

3.5 Names of all anticipated contractors and subcontractors involved in the construction, maintenance and operation of Applicant's facilities in the Public Ways.

N/A

4 CERTIFICATION:

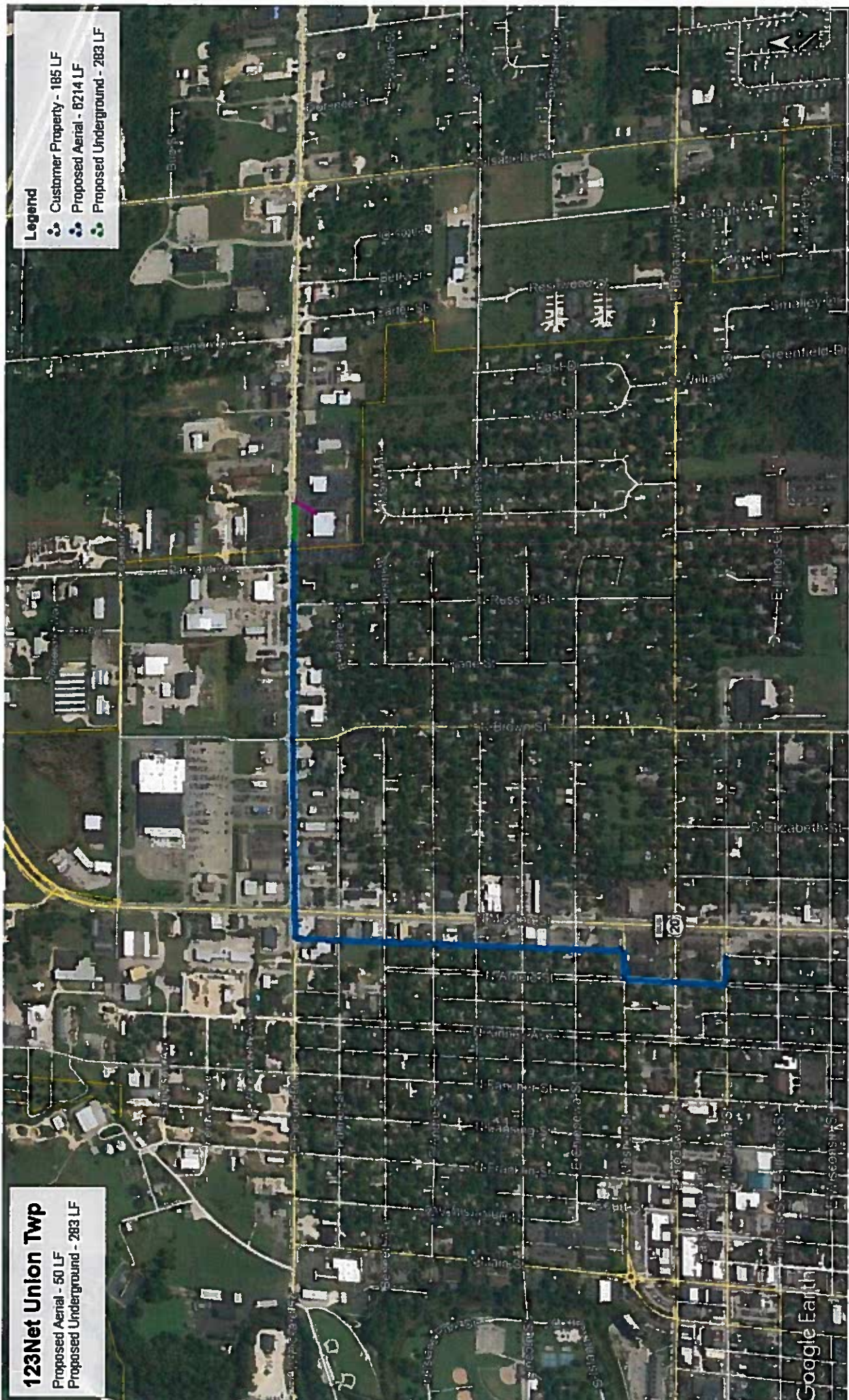
All the statements made in the application and attached exhibits are true and correct to the best of my knowledge and belief.

123.Net, Inc.

06/25/18
Date

By: Amanda Griffith
Amanda Griffith
123.Net Permits Coordinator

S:\metroapplicationform.doc



123Net Union Twp

Proposed Aerial - 50 LF
Proposed Underground - 283 LF

Legend

- Customer Property - 185 LF
- Proposed Aerial - 8214 LF
- Proposed Underground - 283 LF



July 19, 2018

Kim Smith
Public Works Coordinator
Charter Township of Union
2010 South Lincoln Road
Mt. Pleasant, MI 48858

Re: 123Net Metro Act Permit Application Response Letter

Dear Ms. Smith:

We have received your review letter, please see our responses below.

- 1.6 – Annual Report & Certificate of Good Standing with State of Michigan:
 - A cleaner copy is included.
- 2.4 – Anticipated Construction Schedule:
 - We usually provide an anticipated schedule when we submit the drawings and application for a Right of Way permit.
 - For the project 4580 E Pickard Rd project that we submitted to you on 07/02/18, we hope to start construction August 13, 2018 or sooner (dependent on receiving the approved permits from Union Twp and Mt. Pleasant).
- Engineered Drawings:
 - These were sent to you, via email, on 07/02/18. We did not have a finalized proposed route (side of street, aerial vs underground) until after we had already submitted the Metro Act permit application. Since the Metro Act and Right of Way are separate permits, we submitted the drawings as soon as available. I have also included them in hard copy form in this packet.
 - We are also permitting with Consumers Energy, MDOT and Mt. Pleasant.
- Commercial Liability Insurance:
 - We have a \$9,000,000 Umbrella Liability coverage that is listed under section A as well which fulfills this requirement. The Umbrella policy follows form over the General Liability, Automobile Liability and Workers Compensation policies.
- Insurance Deductibles:
 - There is a \$1,000 deductible on the General Liability



- 3.4.2.8 - Environmental Contamination Coverage:
 - Contractors Pollution is the environmental contamination coverage. We have our policy at \$1,000,000 which is more than the required amount of coverage.
- 3.5:
 - 123Net is the Contractor
- 6.5
 - Since we are the contractor, the certificate of insurance we provided should fulfill this requirement.

I hope the above answers all your questions. If you need anything further, please let me know. You can reach me at 248-228-8286.

We appreciate your time and assistance.

Thank you,

A handwritten signature in blue ink that reads "Amanda Griffith".

Amanda Griffith

Permits Coordinator

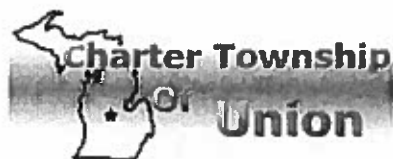
Kim Smith

From: Kim Smith
Sent: Wednesday, August 08, 2018 5:46 PM
To: 'Amanda Griffith'
Subject: RE: 4580 E Pickard Rd - ROW Permit Update

Amanda,

The Metro Act Permit time does not begin until such time as all required information is submitted. The date we received your submittal was July 23, 2018. The approval of the Metro Act Permit is scheduled to be on the August 22, 2018, Township Board Agenda for consideration. You will be notified if the permit is approved and under what if any conditions.

Kim Smith



Department of Public Works
Charter Township of Union
2010 S. Lincoln Road
Mt. Pleasant, MI 48858
Phone (989) 772-4600 ext. 224
Fax (989) 773-1988
Visit us on the Web at
<http://www.uniontownshipmi.com>

"This institution is an equal opportunity provider, and employer."

From: Amanda Griffith [<mailto:agriffith@123.net>]
Sent: Wednesday, August 08, 2018 4:49 PM
To: Kim Smith
Subject: RE: 4580 E Pickard Rd - ROW Permit Update

Kim,

I just wanted to follow up on the status of the Metro Act as we are now at 42 days. Also, if you could let me know the ROW permit status as well, it would be greatly appreciated.

Thank you,



Amanda Griffith
Permits Coordinator

24700 Northwestern Hwy, Suite 700
Southfield, MI 48075

Office: 248.228.8286
Cell: 248.632.6976
NOC: 866.460.3503
agriffith@123.net

www.123.net

Follow Us Today!



15 MINUTE RESPONSE BY ON-SITE COLOCATION EXPERTS
ADDRESS EMERGENCIES 24/7/365 OR AS AN EXTENSION OF YOUR IT TEAM - CALL US TODAY!

INTRODUCING 123NET SMART HANDS SERVICE **123** **NET**

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From: Amanda Griffith
Sent: Thursday, August 2, 2018 10:11 PM
To: Kim Smith <ksmith@uniontownshipmi.com>
Subject: 4580 E Pickard Rd - ROW Permit Update

Kim,

Can you please give me an update on the status of the ROW permit for our 4580 E Pickard Rd project? Any information would be greatly appreciated.

Thank you,



Amanda Griffith
Permits Coordinator

24700 Northwestern Hwy, Suite 700
Southfield, MI 48075

Office: 248.228.8286
Cell: 248.632.6976
NOC: 866.460.3503
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DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
CORPORATIONS, SECURITIES & COMMERCIAL LICENSING BUREAU
PROFIT CORPORATION ANNUAL REPORT

2017

☒ On behalf of the corporation, I certify that no changes have occurred in the required information since the last year filed annual report.

Identification Number

413969

Corporation Name

123.NET, INC.

Resident agent name and mailing address of the registered office

DAN IRVIN

MI

The address of the registered office

24700 NORTHWESTERN HWY. STE. 700

SOUTHFIELD MI 48075

Describe the purpose and activities of the corporation during the year covered by this report:

Electronic Signature

Filed By

STEFANIA STOENICA

Title

AUTHORIZED OFFICER OR AGENT

Phone

2482288206

☒ I certify that this filing is submitted without fraudulent intent and that I am authorized by the business entity to make any changes reported herein.

Payment Information

Payment Amount

\$ 25

Payment Date/Time

02/02/2017 13:48:40

Reference Nbr

71315 6801 413969 2017



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

6/25/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER VTC Insurance Group Troy Office 1175 W. Long Lake Sta. 200 Troy MI 48098-4960	CONTACT NAME: Kathleen Wasen PHONE (A/C, No. Ext): (248) 828-3259 FAX (A/C, No): (248) 828-3741 E-MAIL ADDRESS: kwasen@vtcins.com														
INSURED 123.NET, INC., DBA: 123NET, INC. 24700 Northwestern Hwy Suite 700 Southfield MI 48075	<table border="1"><thead><tr><th>INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr></thead><tbody><tr><td>INSURER A: Citizens Insurance Co of America</td><td>31534</td></tr><tr><td>INSURER B: Westchester Surplus Lines Ins Co</td><td>10172</td></tr><tr><td>INSURER C: Allmerica Financial Benefit Ins</td><td>41840</td></tr><tr><td>INSURER D: The Hanover American Insurance Co</td><td>36064</td></tr><tr><td>INSURER E:</td><td></td></tr><tr><td>INSURER F:</td><td></td></tr></tbody></table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: Citizens Insurance Co of America	31534	INSURER B: Westchester Surplus Lines Ins Co	10172	INSURER C: Allmerica Financial Benefit Ins	41840	INSURER D: The Hanover American Insurance Co	36064	INSURER E:		INSURER F:	
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INSURER E:															
INSURER F:															

COVERAGES

CERTIFICATE NUMBER: 17/18 w/pollution

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> XCU Included GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:	X	27B-D357084-00	8/30/2017	8/30/2018	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
C	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS		AWB-D357099-00	8/30/2017	8/30/2018	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Underinsured motorist \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 0		U7B-D357087-00	5/15/2018	8/30/2018	EACH OCCURRENCE \$ 9,000,000 AGGREGATE \$ 9,000,000
D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N/A	WZB-D328870-00	8/30/2017	8/30/2018	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
B	Contractors Pollution		G4682474A001	10/12/2017	10/12/2018	Limit \$1,000,000 Deductible \$2,500

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Where required by written contract, Charter Township of Union is additional insured on the General Liability policy with respects to ongoing operations performed by the named insured.

CERTIFICATE HOLDER**CANCELLATION**

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

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Alan Chandler/KJW

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2010 South Lincoln Road
Mt. Pleasant, MI 48858

Phone (989) 772 4600 ext. 224
Fax (989) 773 1988
E Mail ksmith@uniontownshipmi.com

July 16, 2018

Amanda Griffith – Fiber Permits Coordinator
24700 Northwestern Highway
Suite 700
Southfield MI 48075

RE: 123 Net Inc. - METRO Act Permit Application

Dear Ms. Griffith:

The Charter Township of Union Township received your METRO Permit submittals on June 27, 2018. Union Township is required to comply with the Metro Act and Township Ordinance Number 2002-06. The permit and submittals have been reviewed and we found that the following required information has not been submitted.

Application


- 1.6 – Annual Report & Certificate of Good Standing with State of Michigan – Unable to read 2017 Annual Report submitted *Rev'd 7-23-2018*
- 2.4 – Anticipated schedule – construction schedule for project not provided *Did not read. Just start date at least need # days to complete*
- Engineered Drawings not provided ; must include side of street, location, depth, pole locations *Rev'd 7-23-2018*
- Commercial Liability Insurance requirement listed as 1,000,000 – Commercial Liability Insurance required (5,000,000) *Rev'd 7-23-2018*
- Insurance Deductible amounts not provided *Rev'd 7-23-2018*
- 3.4.2.8 – Environmental Contamination Coverage (500,000 required) certificate of insurance does not specify this coverage, provide verification of this coverage from insurance carrier *1,000,000 Rev'd 7-23-2018*

- 3.5 – Anticipated Contractors – List of contractors was not provided - *Rev'd 7-23-2018*
- 6.5 – Copies of insurance for all contractors will need to be provided upon commencement of project or proof that contractors are being covered by applicants insurance *NA - Answer Rev'd 7-23-2018*

The METRO Act Permit application you have submitted to Union Township was not complete. Your application does not comply with the Metro Act or Township Ordinance 2002-06. Your application is not being reviewed for approval at this time. The 45 day deadline for approval of your application does not begin until the application is complete.

Once the requested information is received the documents will be reviewed. If you have any questions I can be reached at 989-772-4600 ext. 224

Thank you,



Kim Smith

Public Works Coordinator



MICHIGAN'S BACKBONE FOR BUSINESS

24700 Northwestern Hwy., Ste. 700
Southfield, MI 48075



Amanda Griffith
Email: agriffith@123.net

Telephone: (248) 228-8286
Facsimile: (248) 849-9333

June 25, 2018

Charter Township of Union
Department of Public Works
Attn: Kim Smith
2010 S. Lincoln Road
Mt. Pleasant, MI 48858

Re: 123Net METRO Act Permit Application

Dear Ms. Smith:

Enclosed please find a copy of 123Net's METRO Act permit application, along with 2 copies of the proposed Bilateral METRO Act Permit and a check for Five Hundred Dollars (\$500.00).

Upon approval, please sign both permits and return to our office. We will sign and return one fully executed permit for your records.

Should you require anything further for processing this application, please contact me.

Sincerely,

Amanda Griffith
Permit Coordinator

**DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
CORPORATIONS, SECURITIES & COMMERCIAL LICENSING BUREAU
PROFIT CORPORATION ANNUAL REPORT
2017**

<input checked="" type="checkbox"/> On behalf of the corporation, I certify that no changes have occurred in the required information since the last year filed annual report.		
Modification Number 413000	Corporation Name 123MET, INC.	
Resident agent name and mailing address of the registered office DAN IRWIN MI		
The address of the registered office 24700 NORTHEASTERN HWY. STE. 700 SOUTHFIELD MI 48075		
Describe the purpose and activities of the corporation during the year covered by this report:		
Electronic Signature		
Filed By STEPHAN STOENICA	Title AUTHORIZED OFFICER OR AGENT	Phone 2482200200
<input checked="" type="checkbox"/> I certify that this filing is submitted without fraudulent intent and that I am authorized by the business entity to make any changes reported herein.		
Payment Information		
Payment Amount \$ 25	Payment Date/Time 02/02/2017 13:48:40	Reference Nbr 71315 0001 413000 2017

LARA Corporations
Online Filing System

Department of State, Office of Business Services, & Professions

ID Number: 800434879

[Request certificate](#)[New search](#)

Summary for: 123.NET, INC.

The name of the DOMESTIC PROFIT CORPORATION: 123.NET, INC.

The name was changed from: LOCAL EXCHANGE CARRIERS OF MICHIGAN, INC. on 07-06-2010
The name was changed from: MUTUAL INFORMATION EXCHANGE, INC. on 02-09-2001
The name was changed from: MIDWEST INFORMATION EXCHANGE, INC. on 11-20-1997

Entity type: DOMESTIC PROFIT CORPORATION

Identification Number: 800434879 Old ID Number: 413969

Date of Incorporation in Michigan: 08/16/1996

Purpose: All Purpose Clause

Term: Perpetual

Most Recent Annual Report: 2017

Most Recent Annual Report with Officers & Directors: 2014

The name and address of the Resident Agent:

Resident Agent Name: DAN IRVIN

Street Address: 24700 NORTHWESTERN HWY. STE. 700

Apt/Suite/Other:

City: SOUTHFIELD

State: MI

Zip Code: 48075

Registered Office Mailing address:

P.O. Box or Street Address:

Apt/Suite/Other:

City:

State:

Zip Code:

Act Formed Under: 284-1972 Business Corporation Act

Total Authorized Shares: 60,000

Written Consent

[View Assumed Names for this Business Entity](#)[View filings for this business entity:](#)

ALL FILINGS
ANNUAL REPORT/ANNUAL STATEMENTS
ARTICLES OF INCORPORATION
RESTATED ARTICLES OF INCORPORATION
RESTATED ARTICLES OF INCORPORATION

[View filings](#)

Comments or notes associated with this business entity:

[LARA FOIA Process](#) [Transparency](#) [Office of Regulatory Reinvention](#) [State Web Sites](#)

[Michigan.gov Home](#) [ADA](#) [Michigan News](#) [Policies](#)

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
6/25/2018

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PRODUCER VTC Insurance Group Troy Office 1175 W. Long Lake Ste. 200 Troy MI 48098-4960		CONTACT NAME: Kathleen Wasen PHONE (A/C No. Ext): (248) 828-3259 FAX (A/C No.): (248) 828-3741 E-MAIL ADDRESS: kwasen@vtcins.com															
INSURED 123.NET, INC., DBA: 123NET, INC. 24700 Northwestern Hwy Suite 700 Southfield MI 48075		<table border="1"><thead><tr><th>INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr></thead><tbody><tr><td>INSURER A: Citizens Insurance Co of America</td><td>31534</td></tr><tr><td>INSURER B: Westchester Surplus Lines Ins Co</td><td>10172</td></tr><tr><td>INSURER C: Allmerica Financial Benefit Ins</td><td>41840</td></tr><tr><td>INSURER D: The Hanover American Insurance Co</td><td>36064</td></tr><tr><td>INSURER E:</td><td></td></tr><tr><td>INSURER F:</td><td></td></tr></tbody></table>		INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: Citizens Insurance Co of America	31534	INSURER B: Westchester Surplus Lines Ins Co	10172	INSURER C: Allmerica Financial Benefit Ins	41840	INSURER D: The Hanover American Insurance Co	36064	INSURER E:		INSURER F:	
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COVERAGES

CERTIFICATE NUMBER: 17/18 w/pollution

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> XCU Included GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:	X		27B-D357084-00	8/30/2017	8/30/2018	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
C	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			AWB-D357099-00	8/30/2017	8/30/2018	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Underinsured motorist \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 0			U7B-D357087-00	5/15/2018	8/30/2018	EACH OCCURRENCE \$ 9,000,000 AGGREGATE \$ 9,000,000
D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	WZB-D328870-00	8/30/2017	8/30/2018	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
B	Contractors Pollution			G4682474A001	10/12/2017	10/12/2018	Limit \$1,000,000 Deductible \$2,500

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Where required by written contract, Charter Township of Union is additional insured on the General Liability policy with respects to ongoing operations performed by the named insured.

CERTIFICATE HOLDER

CANCELLATION

Charter Township of Union 2010 S Lincoln Road Mt Pleasant, MI 48858	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE Alan Chandler/KJW <i>Alan P. Chandler</i>

METRO Act Permit
Bilateral Form
Revised 12/06/02

RIGHT-OF-WAY
TELECOMMUNICATIONS PERMIT

TERMS AND CONDITIONS

1 Definitions

- 1.1 Company shall mean **123.Net, Inc.**, a corporation organized under the laws of the State of Michigan whose address is **24700 Northwestern Hwy. Ste. 700 Southfield, MI 48075**.
- 1.2 Effective Date shall mean the date set forth in Part 13.
- 1.3 Manager shall mean Municipality's [Mayor/Manager/Supervisor/Village President] or his or her designee.
- 1.4 METRO Act shall mean the Metropolitan Extension Telecommunications Rights-of-Way Oversight Act, Act No. 48 of the Public Acts of 2002, as amended.
- 1.5 Municipality shall mean **Charter Township of Union**, a Michigan municipal corporation.
- 1.6 Permit shall mean this document.
- 1.7 Public Right-of-Way shall mean the area on, below, or above a public roadway, highway, street, alley, easement, or waterway, to the extent Municipality has the ability to grant the rights set forth herein. Public right-of-way does not include a federal, state, or private right-of-way.
- 1.8 Telecommunication Facilities or Facilities shall mean the Company's equipment or personal property, such as copper and fiber cables, lines, wires, switches, conduits, pipes, and sheaths, which are used to or can generate, receive, transmit, carry, amplify, or provide telecommunication services or signals. Telecommunication Facilities or Facilities do not include antennas, supporting structures for antennas, equipment shelters or houses, and any ancillary equipment and miscellaneous hardware used to provide federally licensed commercial mobile service as defined in Section 332(d) of Part I of Title III of the Communications Act of 1934, Chapter 652, 48 Stat. 1064, 47 U.S.C. 332 and further defined as commercial mobile radio service in 47 CFR 20.3, and service provided by any wireless, 2-way communications device.

1.9 Term shall have the meaning set forth in Part 7.

2 Grant

2.1 Municipality hereby grants a permit under the METRO Act to Company for access to and ongoing use of the Public Right-of-Way to construct, install and maintain Telecommunication Facilities in those portions of the Public Right-of-Way identified on Exhibit A on the terms set forth herein.

2.1.1 Exhibit A may be modified by written request by Company and approval by Manager.

2.1.2 Manager shall not unreasonably condition or deny any request for a modification of Exhibit A. Any decision of Manager on a request for a modification may be appealed by Company to Municipality's legislative body.

2.2 Overlashing. Company shall not allow the wires or any other facilities of a third party to be overlashed to the Telecommunication Facilities without Municipality's prior written consent. Municipality's right to withhold written consent is subject to the authority of the Michigan Public Service Commission under Section 361 of the Michigan Telecommunications Act, MCL § 484.2361.

2.3 Nonexclusive. The rights granted by this Permit are nonexclusive. Municipality reserves the right to approve, at any time, additional permits for access to and ongoing usage of the Public Right-of-Way by telecommunications providers and to enter into agreements for use of the Public Right-of-Way with and grant franchises for use of the Public Right-of-Way to telecommunications providers, cable companies, utilities and other providers.

3 Contacts, Maps and Plans

3.1 Company Contacts. The names, addresses and the like for engineering and construction related information for Company and its Telecommunication Facilities are as follows:

3.1.1 The address, e-mail address, phone number and contact person (title or name) at Company's local office (in or near Municipality) is

Amanda Griffith, Permits Coordinator
248-228-8286
agriffith@123.net

- 3.1.2 If Company's engineering drawings, as-built plans and related records for the Telecommunication Facilities will not be located at the preceding local office, the location address, phone number and contact person (title or department) for them is:

123Net, Inc
24700 Northwestern Hwy, Suite 700
Southfield, MI 48075
Amanda Griffith, Permits Coordinator
248-228-8286 / agriffith@123.net

- 3.1.3 The name, title, address, e-mail address and telephone numbers of Company's engineering contact person(s) with responsibility for the design, plans and construction of the Telecommunication Facilities is:

123Net, Inc
24700 Northwestern Hwy, Suite 700
Southfield, MI 48075
Amanda Griffith, Permits Coordinator
248-228-8286 / agriffith@123.net

- 3.1.4 The address, phone number and contact person (title or department) at Company's home office/regional office with responsibility for engineering and construction related aspects of the Telecommunication Facilities is:

123Net, Inc
24700 Northwestern Hwy, Suite 700
Southfield, MI 48075
Amanda Griffith, Permits Coordinator
248-228-8286 / agriffith@123.net

- 3.1.5 Company shall at all times provide Manager with the phone number at which a live representative of Company (not voice mail) can be reached 24 hours a day, seven (7) days a week, in the event of a public emergency.

866-460-3503

- 3.1.6 The preceding information is accurate as of the Effective Date. Company shall notify Municipality in writing as set forth in Part 12 of any changes in the preceding information.

- 3.2 Route Maps. Within ninety (90) days after the substantial completion of construction of new Facilities in a Municipality, a provider shall submit route maps showing the location of the Telecommunication Facilities to both the

Michigan Public Service Commission and to the Municipality, as required under Section 6(7) of the METRO Act, MCLA 484.3106(7).

- 3.3 As-Built Records. Company, without expense to Municipality, shall, upon forty-eight (48) hours notice, give Municipality access to all "as-built" maps, records, plans and specifications showing the Telecommunication Facilities or portions thereof in the Public Right-of-Way. Upon request by Municipality, Company shall inform Municipality as soon as reasonably possible of any changes from previously supplied maps, records, or plans and shall mark up maps provided by Municipality so as to show the location of the Telecommunication Facilities.

4 Use of Public Right-of-Way

- 4.1 No Burden on Public Right-of-Way. Company, its contractors, subcontractors, and the Telecommunication Facilities shall not unduly burden or interfere with the present or future use of any of the Public Right-of-Way. Company's aerial cables and wires shall be suspended so as to not endanger or injure persons or property in or about the Public Right-of-Way. If Municipality reasonably determines that any portion of the Telecommunication Facilities constitutes an undue burden or interference, due to changed circumstances, Company, at its sole expense, shall modify the Telecommunication Facilities or take such other actions as Municipality may determine is in the public interest to remove or alleviate the burden, and Company shall do so within a reasonable time period. Municipality shall attempt to require all occupants of a pole or conduit whose facilities are a burden to remove or alleviate the burden concurrently.
- 4.2 No Priority. This Permit does not establish any priority of use of the Public Right-of-Way by Company over any present or future permittees or parties having agreements with Municipality or franchises for such use. In the event of any dispute as to the priority of use of the Public Right-of-Way, the first priority shall be to the public generally, the second priority to Municipality, the third priority to the State of Michigan and its political subdivisions in the performance of their various functions, and thereafter as between other permit, agreement or franchise holders, as determined by Municipality in the exercise of its powers, including the police power and other powers reserved to and conferred on it by the State of Michigan.
- 4.3 Restoration of Property. Company, its contractors and subcontractors shall immediately (subject to seasonal work restrictions) restore, at Company's sole expense, in a manner approved by Municipality, any portion of the Public Right-of-Way that is in any way disturbed, damaged, or injured by the construction, installation, operation, maintenance or removal of the Telecommunication Facilities to a reasonably equivalent (or, at Company's option, better) condition as that which existed prior to the disturbance. In the event that Company, its contractors or subcontractors fail to make such repair within a reasonable time,

Municipality may make the repair and Company shall pay the costs Municipality incurred for such repair.

- 4.4 Marking. Company shall mark the Telecommunication Facilities as follows: Aerial portions of the Telecommunication Facilities shall be marked with a marker on Company's lines on alternate poles which shall state Company's name and provide a toll-free number to call for assistance. Direct buried underground portions of the Telecommunication Facilities shall have (1) a conducting wire placed in the ground at least several inches above Company's cable (if such cable is nonconductive); (2) at least several inches above that, a continuous colored tape with a statement to the effect that there is buried cable beneath; and (3) stakes or other appropriate above ground markers with Company's name and a toll-free number indicating that there is buried telephone cable below. Bored underground portions of the Telecommunication Facilities shall have a conducting wire at the same depth as the cable and shall not be required to provide the continuous colored tape. Portions of the Telecommunication Facilities located in conduit, including conduit of others used by Company, shall be marked at its entrance into and exit from each manhole and handhole with Company's name and a toll-free telephone number.
- 4.5 Tree Trimming. Company may trim trees upon and overhanging the Public Right-of-Way so as to prevent the branches of such trees from coming into contact with the Telecommunication Facilities, consistent with any standards adopted by Municipality. Company shall dispose of all trimmed materials. Company shall minimize the trimming of trees to that essential to maintain the integrity of the Telecommunication Facilities. Except in emergencies, all trimming of trees in the Public Right-of-Way shall have the advance approval of Manager.
- 4.6 Installation and Maintenance. The construction and installation of the Telecommunication Facilities shall be performed pursuant to plans approved by Municipality. The open cut of any Public Right-of-Way shall be coordinated with the Manager or his designee. Company shall install and maintain the Telecommunication Facilities in a reasonably safe condition. If the existing poles in the Public Right-of-Way are overburdened or unavailable for Company's use, or the facilities of all users of the poles are required to go underground then Company shall, at its expense, place such portion of its Telecommunication Facilities underground, unless Municipality approves an alternate location. Company may perform maintenance on the Telecommunication Facilities without prior approval of Municipality, provided that Company shall obtain any and all permits required by Municipality in the event that any maintenance will disturb or block vehicular traffic or are otherwise required by Municipality.
- 4.7 Pavement Cut Coordination. Company shall coordinate its construction and all other work in the Public Right-of-Way with Municipality's program for street

construction and rebuilding (collectively "Street Construction") and its program for street repaving and resurfacing (except seal coating and patching) (collectively, "Street Resurfacing").

4.7.1 The goals of such coordination shall be to encourage Company to conduct all work in the Public Right-of-Way in conjunction with or immediately prior to any Street Construction or Street Resurfacing planned by Municipality.

4.8 Compliance with Laws. Company shall comply with all laws, statutes, ordinances, rules and regulations regarding the construction, installation, and maintenance of its Telecommunication Facilities, whether federal, state or local, now in force or which hereafter may be promulgated. Before any installation is commenced, Company shall secure all necessary permits, licenses and approvals from Municipality or other governmental entity as may be required by law, including, without limitation, all utility line permits and highway permits. Municipality shall not unreasonably delay or deny issuance of any such permits, licenses or approvals. Company shall comply in all respects with applicable codes and industry standards, including but not limited to the National Electrical Safety Code (latest edition adopted by Michigan Public Service Commission) and the National Electric Code (latest edition). Company shall comply with all zoning and land use ordinances and historic preservation ordinances as may exist or may hereafter be amended. This section does not constitute a waiver of Company's right to challenge laws, statutes, ordinances, rules or regulations now in force or established in the future.

4.9 Street Vacation. If Municipality vacates or consents to the vacation of Public Right-of-Way within its jurisdiction, and such vacation necessitates the removal and relocation of Company's Facilities in the vacated Public Right-of-Way, Company shall, as a condition of this Permit, consent to the vacation and remove its Facilities at its sole cost and expense when ordered to do so by Municipality or a court of competent jurisdiction. Company shall relocate its Facilities to such alternate route as Municipality and Company mutually agree, applying reasonable engineering standards.

4.10 Relocation. If Municipality requests Company to relocate, protect, support, disconnect, or remove its Facilities because of street or utility work, or other public projects, Company shall relocate, protect, support, disconnect, or remove its Facilities, at its sole cost and expense, including where necessary to such alternate route as Municipality and Company mutually agree, applying reasonable engineering standards. The work shall be completed within a reasonable time period.

4.11 Public Emergency. Municipality shall have the right to sever, disrupt, dig-up or otherwise destroy Facilities of Company if such action is necessary because of a

public emergency. If reasonable to do so under the circumstances, Municipality shall attempt to provide notice to Company. Public emergency shall be any condition which poses an immediate threat to life, health, or property caused by any natural or man-made disaster, including, but not limited to, storms, floods, fire, accidents, explosions, water main breaks, hazardous material spills, etc. Company shall be responsible for repair at its sole cost and expense of any of its Facilities damaged pursuant to any such action taken by Municipality.

- 4.12 Miss Dig. If eligible to join, Company shall subscribe to and be a member of "MISS DIG," the association of utilities formed pursuant to Act 53 of the Public Acts of 1974, as amended, MCL § 460.701 et seq., and shall conduct its business in conformance with the statutory provisions and regulations promulgated thereunder.
- 4.13 Underground Relocation. If Company has its Facilities on poles of Consumers Energy, Detroit Edison or another electric or telecommunications provider and Consumers Energy, Detroit Edison or such other electric or telecommunications provider relocates its system underground, then Company shall relocate its Facilities underground in the same location at Company's sole cost and expense.
- 4.14 Identification. All personnel of Company and its contractors or subcontractors who have as part of their normal duties contact with the general public shall wear on their clothing a clearly visible identification card bearing Company's name, their name and photograph. Company shall account for all identification cards at all times. Every service vehicle of Company and its contractors or subcontractors shall be clearly identified as such to the public, such as by a magnetic sign with Company's name and telephone number.

5 Indemnification

- 5.1 Indemnity. Company shall defend, indemnify, protect, and hold harmless Municipality, its officers, agents, employees, elected and appointed officials, departments, boards, and commissions from any and all claims, losses, liabilities, causes of action, demands, judgments, decrees, proceedings, and expenses of any nature (collectively "claim" for this Part 5) (including, without limitation, attorneys' fees) arising out of or resulting from the acts or omissions of Company, its officers, agents, employees, contractors, successors, or assigns, but only to the extent such acts or omissions are related to the Company's use of or installation of facilities in the Public Right-of-Way and only to the extent of the fault or responsibility of Company, its officers, agents, employees, contractors, successors and assigns.
- 5.2 Notice, Cooperation. Municipality shall notify Company promptly in writing of any such claim and the method and means proposed by Municipality for defending or satisfying such claim. Municipality shall cooperate with Company

in every reasonable way to facilitate the defense of any such claim. Municipality shall consult with Company respecting the defense and satisfaction of such claim, including the selection and direction of legal counsel.

- 5.3 Settlement. Municipality shall not settle any claim subject to indemnification under this Part 5 without the advance written consent of Company, which consent shall not be unreasonably withheld. Company shall have the right to defend or settle, at its own expense, any claim against Municipality for which Company is responsible hereunder.

6 Insurance

- 6.1 Coverage Required. Prior to beginning any construction in or installation of the Telecommunication Facilities in the Public Right-of-Way, Company shall obtain insurance as set forth below and file certificates evidencing same with Municipality. Such insurance shall be maintained in full force and effect until the end of the Term. In the alternative, Company may satisfy this requirement through a program of self-insurance, acceptable to Municipality, by providing reasonable evidence of its financial resources to Municipality. Municipality's acceptance of such self-insurance shall not be unreasonably withheld.

6.1.1 Commercial general liability insurance, including Completed Operations Liability, Independent Contractors Liability, Contractual Liability coverage, railroad protective coverage and coverage for property damage from perils of explosion, collapse or damage to underground utilities, commonly known as XCU coverage, in an amount not less than Five Million Dollars (\$5,000,000).

6.1.2 Liability insurance for sudden and accidental environmental contamination with minimum limits of Five Hundred Thousand Dollars (\$500,000) and providing coverage for claims discovered within three (3) years after the term of the policy.

6.1.3 Automobile liability insurance in an amount not less than One Million Dollars (\$1,000,000).

6.1.4 Workers' compensation and employer's liability insurance with statutory limits, and any applicable Federal insurance of a similar nature.

6.1.5 The coverage amounts set forth above may be met by a combination of underlying (primary) and umbrella policies so long as in combination the limits equal or exceed those stated. If more than one insurance policy is purchased to provide the coverage amounts set forth above, then all policies providing coverage limits excess to the primary policy shall provide drop down coverage to the first dollar of coverage and other

contractual obligations of the primary policy, should the primary policy carrier not be able to perform any of its contractual obligations or not be collectible for any of its coverages for any reason during the Term, or (when longer) for as long as coverage could have been available pursuant to the terms and conditions of the primary policy.

- 6.2 Additional Insured. Municipality shall be named as an additional insured on all policies (other than worker's compensation and employer's liability). All insurance policies shall provide that they shall not be canceled, modified or not renewed unless the insurance carrier provides thirty (30) days prior written notice to Municipality. Company shall annually provide Municipality with a certificate of insurance evidencing such coverage. All insurance policies (other than environmental contamination, workers' compensation and employer's liability insurance) shall be written on an occurrence basis and not on a claims made basis.
- 6.3 Qualified Insurers. All insurance shall be issued by insurance carriers licensed to do business by the State of Michigan or by surplus line carriers on the Michigan Insurance Commission approved list of companies qualified to do business in Michigan. All insurance and surplus line carriers shall be rated A+ or better by A.M. Best Company.
- 6.4 Deductibles. If the insurance policies required by this Part 6 are written with retainages or deductibles in excess of \$50,000, they shall be approved by Manager in advance in writing. Company shall indemnify and save harmless Municipality from and against the payment of any deductible and from the payment of any premium on any insurance policy required to be furnished hereunder.
- 6.5 Contractors. Company's contractors and subcontractors working in the Public Right-of-Way shall carry in full force and effect commercial general liability, environmental contamination liability, automobile liability and workers' compensation and employer liability insurance which complies with all terms of this Part 6. In the alternative, Company, at its expense, may provide such coverages for any or all its contractors or subcontractors (such as by adding them to Company's policies).
- 6.6 Insurance Primary. Company's insurance coverage shall be primary insurance with respect to Municipality, its officers, agents, employees, elected and appointed officials, departments, boards, and commissions (collectively "them"). Any insurance or self-insurance maintained by any of them shall be in excess of Company's insurance and shall not contribute to it (where "insurance or self-insurance maintained by any of them" includes any contract or agreement providing any type of indemnification or defense obligation provided to, or for the benefit of them, from any source, and includes any self-insurance program or policy, or self-insured retention or deductible by, for or on behalf of them).

7 Term

7.1 Term. The term ("Term") of this Permit shall be until the earlier of:

- 7.1.1 Fifteen years (15) from the Effective Date; provided, however, that following such initial term there shall be three subsequent renewal terms of five (5) years. Each renewal term shall be automatic unless Municipality notifies Company in writing, at least twelve (12) months prior to the end of any term then in effect, that due to changed circumstances a need exists to negotiate the subsequent renewal with Company. Municipality shall not unreasonably deny a renewal term; or
- 7.1.2 When the Telecommunication Facilities have not been used to provide telecommunications services for a period of one hundred and eighty (180) days by the Company or a successor of an assign of the Company; or
- 7.1.3 When Company, at its election and with or without cause, delivers written notice of termination to Municipality at least one-hundred and eighty (180) days prior to the date of such termination; or
- 7.1.4 Upon either Company or Municipality giving written notice to the other of the occurrence or existence of a default by the other party under Sections 4.8, 6, 8 or 9 of this Permit and such defaulting party failing to cure, or commence good faith efforts to cure, such default within sixty (60) days (or such shorter period of time provided elsewhere in this Permit) after delivery of such notice; or
- 7.1.5 Unless Manager grants a written extension, one year from the Effective Date if prior thereto Company has not started the construction and installation of the Telecommunication Facilities within the Public Right-of-Way and two years from the Effective Date if by such time construction and installation of the Telecommunication Facilities is not complete.

8 Performance Bond or Letter of Credit

- 8.1 Municipal Requirement. Municipality may require Company to post a bond (or letter of credit) as provided in Section 15(3) of the METRO Act, as amended [MCL § 484.3115(3)].

9 Fees

- 9.1 Establishment; Reservation. The METRO Act shall control the establishment of right-of-way fees. The parties reserve their respective rights regarding the nature and amount of any fees which may be charged by Municipality in connection with the Public Right-of-Way.

10 Removal

10.1 Removal; Underground. As soon as practicable after the Term, Company or its successors and assigns shall remove any underground cable or other portions of the Telecommunication Facilities from the Public Right-of-Way which has been installed in such a manner that it can be removed without trenching or other opening of the Public Right-of-Way. Company shall not remove any underground cable or other portions of the Telecommunication Facilities which requires trenching or other opening of the Public Right-of-Way except with the prior written approval of Manager. All removals shall be at Company's sole cost and expense.

10.1.1 For purposes of this Part 10, "cable" means any wire, coaxial cable, fiber optic cable, feed wire or pull wire.

10.2 Removal; Above Ground. As soon as practicable after the Term, Company, or its successor or assigns at its sole cost and expense, shall, unless waived in writing by Manager, remove from the Public Right-of-Way all above ground elements of its Telecommunication Facilities, including but not limited to poles, pedestal mounted terminal boxes, and lines attached to or suspended from poles.

10.3 Schedule. The schedule and timing of removal shall be subject to approval by Manager. Unless extended by Manager, removal shall be completed not later than twelve (12) months following the Term. Portions of the Telecommunication Facilities in the Public Right-of-Way which are not removed within such time period shall be deemed abandoned and, at the option of Municipality exercised by written notice to Company as set forth in Part 12, title to the portions described in such notice shall vest in Municipality.

11 Assignment. Company may assign or transfer its rights under this Permit, or the persons or entities controlling Company may change, in whole or in part, voluntarily, involuntarily, or by operation of law, including by merger or consolidation, change in the ownership or control of Company's business, or by other means, subject to the following:

11.1 No such transfer or assignment or change in the control of Company shall be effective under this Permit, without Municipality's prior approval (not to be unreasonably withheld), during the time period from the Effective Date until the completion of the construction of the Telecommunication Facilities in those portions of the Public Right-of-Way identified on Exhibit A.

11.2 After the completion of such construction, Company must provide notice to Municipality of such transfer, assignment or change in control no later than thirty (30) days after such occurrence; provided, however,

11.2.1 Any transferee or assignee of this Permit shall be qualified to perform under its terms and conditions and comply with applicable law; shall be subject to the obligations of this Permit, including responsibility for any defaults which occurred prior to the transfer or assignment; shall supply Municipality with the information required under Section 3.1; and shall comply with any updated insurance and performance bond requirements under Sections 6 and 8 respectively, which Municipality reasonably deems necessary, and

11.2.2 In the event of a change in control, it shall not be to an entity lacking the qualifications to assure Company's ability to perform under the terms and conditions of this Permit and comply with applicable law; and Company shall comply with any updated insurance and performance bond requirements under Sections 6 and 8 respectively, which Municipality reasonably deems necessary.

11.3 Company may grant a security interest in this Permit, its rights thereunder or the Telecommunication Facilities at any time without notifying Municipality.

12 Notices

12.1 Notices. All notices under this Permit shall be given as follows:

12.1.1 If to Municipality, to 2010 S. Lincoln Rd, Mt. Pleasant, MI 48858, with a copy to [address].

12.1.2 If to Company, to 24700 Northwester Hwy, Suite 700, Southfield, MI 48075, with a copy to [address].

12.2 Change of Address. Company and Municipality may change its address or personnel for the receipt of notices at any time by giving notice thereof to the other as set forth above.

13 Other items

13.1 No Cable, OVS. This Permit does not authorize Company to provide commercial cable type services to the public, such as "cable service" or the services of an "open video system operator" (as such terms are defined in the Federal Communications Act of 1934 and implementing regulations, currently 47 U.S.C. §§ 522 (6), 573 and 47 CFR § 76.1500).

13.2 Duties. Company shall faithfully perform all duties required by this Permit.

- 13.3 Effective Date. This Permit shall become effective when issued by Municipality and Company has provided any insurance certificates and bonds required in Parts 6 and 8, and signed the acceptance of the Permit.
- 13.4 Authority. This Permit satisfies the requirement for a permit under Section 5 of the METRO Act [MCL 484.3105].
- 13.5 Amendment. Except as set forth in Section 2.1 this Permit may be amended by the written agreement of Municipality and Company.
- 13.6 Interpretation and Severability. The provisions of this Permit shall be liberally construed to protect and preserve the peace, health, safety and welfare of the public, and should any provision or section of this Permit be held unconstitutional, invalid, overbroad or otherwise unenforceable, such determination/holding shall not be construed as affecting the validity of any of the remaining conditions of this Permit. If any provision in this Permit is found to be partially overbroad, unenforceable, or invalid, Company and Municipality may nevertheless enforce such provision to the extent permitted under applicable law.
- 13.7 Governing Law. This Permit shall be governed by the laws of the State of Michigan.

Charter Township of Union

Attest:

By: _____

By: _____

Its: _____

Date: _____

“Company accepts the Permit granted by Municipality upon the terms and conditions contained therein.”

123.Net, Inc.

By: _____

Its: _____

Date: _____

HANK GRAFF DEALERSHIP

PROJECT:
4580 E PICKARD RD

LOCATION:
MT PLEASANT

ORDER ID:
HG8-5AB4D763

DATE ISSUED: 6/25/18
DATE REV: ---

SCALE: 1:50
DESIGNER: JKD

TRS: T14N R4W S14
LATITUDE: 43.611190°
LONGITUDE: -84.757180°

PERMIT NOTES:

- PERMIT(S) REQUIRED:
- CONSUMERS
 - MDOT

123

123

123

24700 NORTHWESTERN HWY, SUITE 700
SOUTHFIELD, MI 48075
866-603-4774
http://www.123.net

LINETYPE KEY	
CENTERLINE	-----
ROAD (PAVED)	-----
ROAD (DIRT)	-----
SIDEWALK	-----
ASPHALT	-----
DRIVEWAY	-----
BODY OF WATER	-----
RIGHT OF WAY	-----
PROPOSED UG	-----
PROPOSED AERIAL	-----
UG ROUTE - EX. CONDUIT	-----
UG ROUTE - EX. ATT	-----
EXISTING UG ROUTE	-----
UG UTILITY (OIL)	-----
UG UTILITY (CABLE)	-----
UG UTILITY (POWER)	-----
UG UTILITY (FIBER)	-----
UG UTILITY (GAS)	-----
UG UTILITY (PHONE)	-----
UG UTILITY (SEWER)	-----
UG UTILITY (STORM)	-----
UG UTILITY (WATER)	-----
RAILROAD TRACKS	+++++

SYMBOLS KEY	
□ BORE PIT	Ⓡ UTILITY POLE
∞ FIBER SPLICE	Ⓡ RISER SYMBOL
∞ FIBER STORAGE	Ⓡ TOWER
HH - PROPOSED	Ⓡ HH - PROP. W/ GRND
HH - EXISTING	Ⓡ HH - EX. W/ GRND
AE SPLICE - PROPOSED	Ⓡ AE SPLICE - PROPOSED
PHONE - MANHOLE	Ⓡ PHONE - MANHOLE
PHONE - PED	Ⓡ PHONE - PED
STORM - CATCH BASIN	Ⓡ STORM - CATCH BASIN
STORM - DRAIN	Ⓡ STORM - DRAIN
STORM - MANHOLE	Ⓡ STORM - MANHOLE
WATER - GATE VALVE	Ⓡ WATER - GATE VALVE
WATER - HYDRANT	Ⓡ WATER - HYDRANT
SEWER MANHOLE	Ⓡ SEWER MANHOLE

GENERAL NOTES:

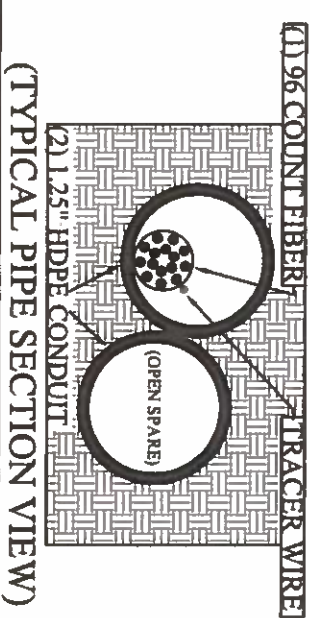
ALL LABOR AND MATERIAL INCLUDING HOUSINGS, SPLICE CLOSURES, STUB POLES, TRENCHING, BACKFILLING, TAMPING, CABLE, STRAIGHT SERVICE, 2" AND OTHER MATERIAL, AND LABOR REQUIRED FOR THE PURPOSE OF JOINING CABLE OF THE SAME SIZE AND LENGTH IN JOINTS (CONTRACTOR'S LENGTHS (FEET ENDS), THE HOUSINGS OR CLOSURES, AND ALL OTHER ASSOCIATED MATERIALS, TENTS, AND EQUIPMENT MUST BE OF THE SAME TYPE AS REQUIRED AT OTHER CABLE SPLICING TENTS SPECIFIED IN THE CONSTRUCTION OF THE PROJECT UNLESS OTHERWISE APPROVED BY THE ENGINEER.

ALL LABOR AND MATERIAL REQUIRED IN THE REPAIR AND/OR REPAIR AGENCY OF STREETS, SIDEWALKS, ROADS, DRIVEWAYS, FENCES, LAWNS, SHRUBBERY, WATER MAINS, PIPES, PIPELINES, AND CONTENTS, UNDERGROUND POWER AND TELECOMMUNICATIONS FACILITIES, BURIED SPRINKLER AND DRAINAGE FACILITIES, AND ANY OTHER PROPERTY DAMAGED DURING THE INSTALLATION OF THE BURIED CABLE, EXCEPT LOSS OR DAMAGE TO CROPS, GARDENS, ORNAMENTAL PLANTS OR TREES IN THE CONSTRUCTION CORRIDOR NECESSARILY INCIDENT TO THE CONSTRUCTION OF THE PROJECT AND NOT CAUSED BY THE NEGLIGENCE OF THE CONTRACTOR.

THE CONSTRUCTION EQUIPMENT MUST BE SUBJECT TO THE APPROVAL OF THE OWNER AND THE PUBLIC AUTHORITIES HAVING JURISDICTION OVER HIGHWAY AND ROAD RIGHTS-OF-WAY.

WHERE CABLES OR WIRES ARE BURIED NEAR THE EDGE OF PAVEMENTS, THE CONTRACTOR MUST TAKE PARTICULAR CARE TO AVOID DAMAGING THE PAVEMENT. IF SUCH DAMAGE DOES OCCUR, REPAIRS MUST BE MADE IMMEDIATELY TO MEET THE REQUIREMENTS OF STATE OR LOCAL AUTHORITIES HAVING JURISDICTION OVER THE PAVEMENT INVOLVED.

TRENCHES MUST BE PROMPTLY BACKFILLED WITH EARTH AND TAMPED AT 6" (15.24 CM) LIFTS SO THAT THE EARTH IS RESTORED TO ORIGINAL GRADE TO ASSURE NO HAZARD TO VEHICULAR, ANIMAL, OR PEDESTRIAN TRAFFIC. NO TRENCHES MUST BE LEFT OPEN OVERNIGHT.



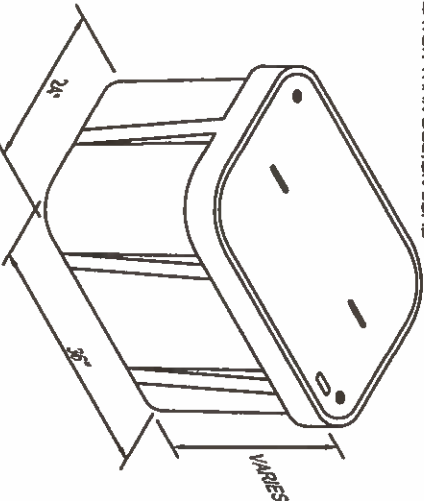
811

MISS DIG WILL BE NOTIFIED
72 HOURS PRIOR TO ANY
UNDERGROUND
CONSTRUCTION

(800) 482-7171

FIELD NOTES

- QUAZITE ENCLOSURE, A TIER 15, DRIVEWAY, PARKING LOT AND OFF-ROADWAY APPLICATIONS SUBJECT TO OCCASIONAL NON-DELIBERATE HEAVY VEHICULAR TRAFFIC. SUBJECT FOR DESIGN LOAD OF 15,000 LBS.
- ALL ANSI TIER LOADINGS WILL HAVE A CORRESPONDING TEST LOAD WHICH IS 50% GREATER THAN DESIGN LOAD



- TIER 8 = 8000# DESIGN, 12000# TEST
TIER 15 = 15000# DESIGN, 22500# TEST (STANDARD USE BY 12MFT)
TIER 22 = 22500# DESIGN, 33750# TEST (SPECIAL CONDITION, USE AS NOTED)
- ALL WORK WITHIN THE ROAD RIGHT-OF-WAY (ROW) AND DRAIN EASEMENT SHALL BE IN ACCORDANCE WITH THE CURRENT STANDARDS AND GENERAL SPECIFICATIONS, INCLUDING SOIL EROSION AND SEDIMENTATION CONTROL OF THE CITY, VILLAGE, TOWNSHIP AND MDOT 2012 SPECIFICATIONS FOR CONSTRUCTION.
- 123 NET/CONTRACTOR SHALL CONTACT MISS DIG AT 811 TO IDENTIFY AND FLAG / MARK THE LOCATIONS OF ALL UNDERGROUND UTILITIES AT THE PROPOSED CONSTRUCTION AREAS PRIOR TO START OF CONSTRUCTION, AND SHALL BE RESPONSIBLE FOR DETERMINING THE EXACT LOCATIONS AND ELEVATIONS OF ALL UNDERGROUND UTILITIES, AND RESOLVE ANY CONFLICT BETWEEN THE PROPOSED WORK AND THE EXISTING UNDERGROUND OR ABOVE GROUND UTILITIES.
- 123 NET/CONTRACTOR IS RESPONSIBLE FOR RESTORING OR REPLACING ALL DISTURBED LANDSCAPED AREAS, SPRINKLER SYSTEMS, FENCES, SIGNS, MAIL BOXES, ETC, WITHIN THE ROAD ROW AND / OR AS DIRECTED BY THE COUNTY ENGINEER.
- 123 NET/CONTRACTOR SHALL MAINTAIN TWO-WAY TRAFFIC AT ALL TIMES, OTHERWISE, DETOURING TRAFFIC, ALL SIGNING AND TRAFFIC CONTROL DEVICES SHALL BE IN ACCORDANCE WITH THE LATEST EDITION OF MMUJ.T.C.D.
- MAINTAIN A SAFE AND ADEQUATE TRAVEL ROUTE FOR PEDESTRIANS AT ALL TIMES THROUGHOUT THE PROJECT DURATION.
- TUNNELING, BORING AND JACKING OPERATIONS SHALL BE IN ACCORDANCE WITH THE MUNICIPALITY SPECIFICATIONS AND DETAILS. BORE PITTS SHALL BE PLACED AT IN ACCORDANCE OF CITY, TOWNSHIP OR STATE SPECIFICATIONS.
- 123 NET/CONTRACTOR SHALL PROVIDE COLD WEATHER PROTECTION FOR ALL PROPOSED CONCRETE WORK (PAVEMENTS, SIDEWALKS, DRIVE APPROACHES, ETC), AS DIRECTED BY PERMITTING OFFICIALS.
- 123 NET/CONTRACTOR SHALL NOTIFY PERMIT OFFICE OR PERSONS RESPONSIBLE FOR CONSTRUCTION START.



DRAWING REVISIONS:

SHEET

TITLE

NOTE: ALL UTILITIES SHOWN WERE SCALED AND APPROXIMATE LOCATION OF EXISTING UTILITIES. BEFORE ANY CONSTRUCTION BEGINS, MISS DIG WILL BE NOTIFIED. SURVEY WILL COMMENCE AND ROUTE WILL BE ADJUSTED AS NEEDED.



JURISDICTION

CONSUMERS

MDOT

CUSTOMER PROPERTY

PERMIT #

CONTACT

CONTACT #

PROJECT: 4580 E PICKARD RD

LOCATION: MT PLEASANT

SCALE: NTS

OID: HG8-5AB4D763 DATE: 6/25/18

DESIGNER: JKD

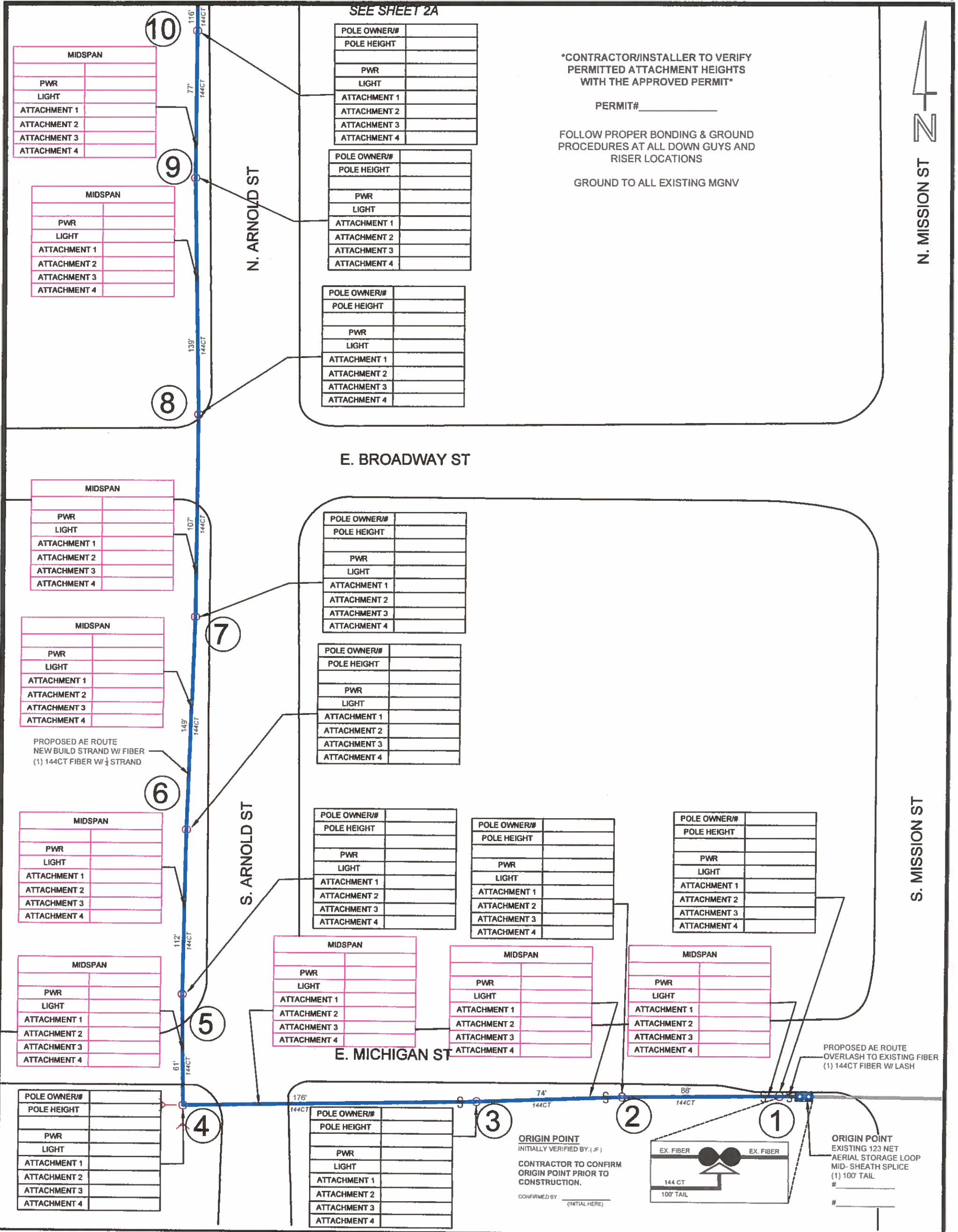
REV: ---

NOTE: ALL UTILITIES SHOWN WERE FROM AS-BUILT MAPS. THESE ARE SCALED AND APPROXIMATE LOCATION OF EXISTING UTILITIES. BEFORE ANY CONSTRUCTION BEGINS, MISS DIG WILL BE NOTIFIED. SURVEY WILL COMMENCE AND ROUTE WILL BE ADJUSTED AS NEEDED.

SHEET
INDEX

123 LEN

24700 NORTHWESTERN HWY, SUITE 700
SOUTHFIELD, MI 48075
866-603-4774
<http://www.123.net>



PROJECT: 4580 E PICKARD RD

LOCATION: MT PLEASANT

SCALE: 1:50

OID: HG8-5AB4D763

DATE: 6/25/18

DESIGNER: JKD

REV: ---

123

NET

24700 NORTHWESTERN HWY, SUITE 700
SOUTHFIELD, MI 48075
866-603-4774
http://www.123.net

050100150

DRAWING SCALE

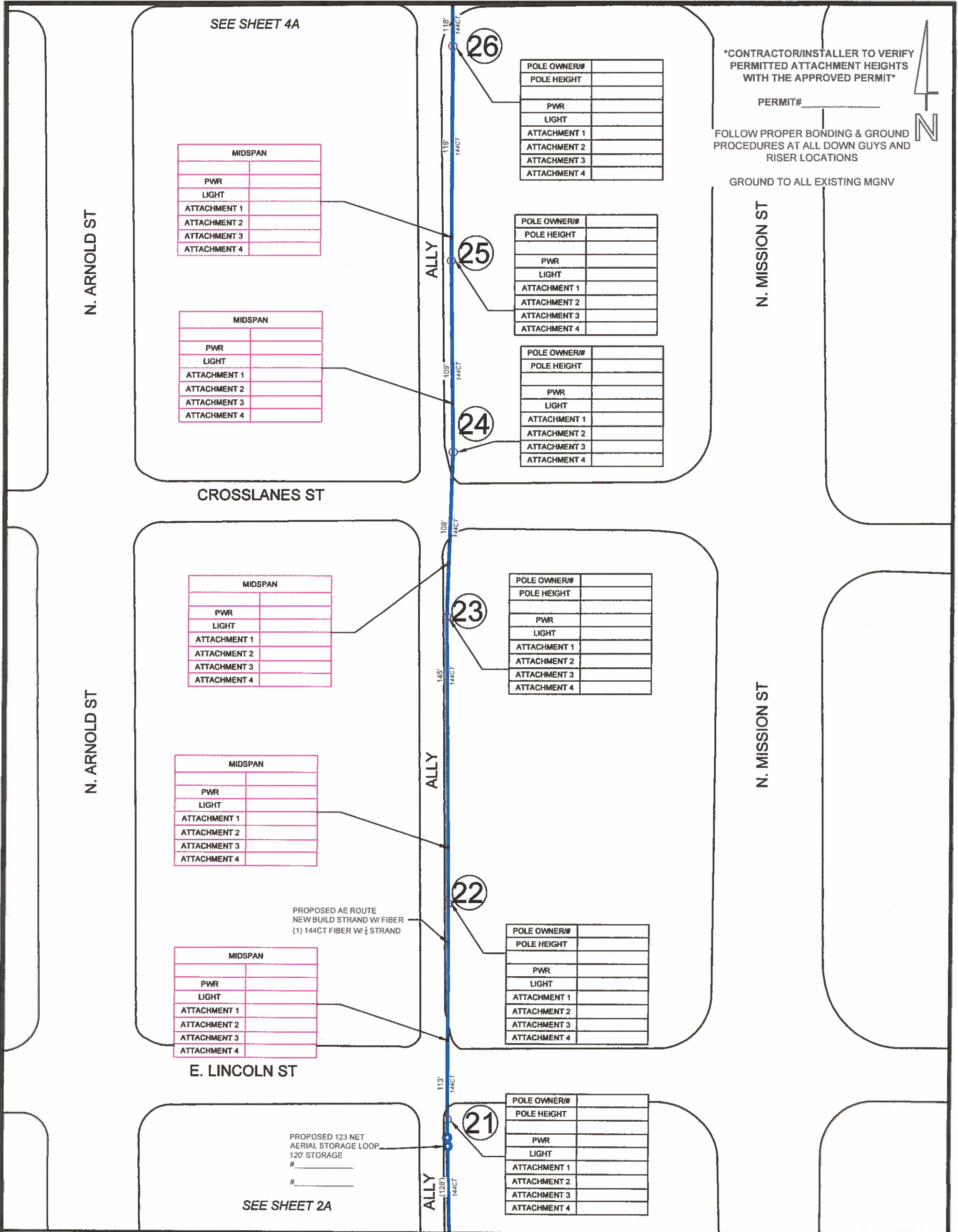
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SHEET
1A

N. MISSION ST

S. MISSION ST

102



PROJECT: 4580 E PICKARD RD

LOCATION: MT PLEASANT

SCALE: 1:50

DATE: 6/25/18

OID: HG8-5AB4D763

DESIGNER: JKD

REV: ---

DATE: 6/25/18

050100150

DRAWING SCALE

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SHEET
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SEE SHEET 5A

MIDSPAN	
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PROPOSED 123 NET
AERIAL STORAGE LOOP
120' STORAGE

ALLY

32

POLE OWNER/	
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31

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*CONTRACTOR/INSTALLER TO VERIFY
PERMITTED ATTACHMENT HEIGHTS
WITH THE APPROVED PERMIT*

PERMIT# _____

FOLLOW PROPER BONDING & GROUND
PROCEDURES AT ALL DOWN GUYS AND
RISER LOCATIONS

GROUND TO ALL EXISTING MGNV

N. MISSION ST

BENNETT AVE

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PROPOSED AE ROUTE
NEW BUILD STRAND W/ FIBER
(1) 144CT FIBER W 1/2 STRAND

MIDSPAN	
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29

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28

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N. MISSION ST

N. ARNOLD ST

E. ANDRE ST

SEE SHEET 3A

PROJECT: 4580 E PICKARD RD

LOCATION: MT PLEASANT

SCALE: 1:50

OID: HG8-5AB4D763

DATE: 6/25/18

DESIGNER: JKD

REV: ---

123
NET

24700 NORTHWESTERN HWY, SUITE 700
SOUTHFIELD, MI 48075
866-603-4774
http://www.123.net

0 50 100 150

DRAWING SCALE

NOTE: ALL UTILITIES SHOWN WERE
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BEFORE ANY CONSTRUCTION BEGINS,
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WILL COMMENCE AND ROUTE WILL BE
ADJUSTED AS NEEDED.

SHEET

4A



POLE OWNER#	
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WITH THE APPROVED PERMIT*

PERMIT# _____

FOLLOW PROPER BONDING & GROUND
PROCEDURES AT ALL DOWN GUYS AND
RISER LOCATIONS

GROUND TO ALL EXISTING MGNV

E. PICKARD RD

N. ARNOLD ST

N. MISSION ST

N. MISSION ST

E. PALMER RD

E. PALMER RD

SEE SHEET 4A

SEE SHEET 6A

PROJECT: 4580 E PICKARD RD

LOCATION: MT PLEASANT

SCALE: 1:50



24700 NORTHWESTERN HWY, SUITE 700
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<http://www.123.net>

OID: HG8-5AB4D763 DATE: 6/25/18

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REV: ---

0 50 100 150

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SHEET

5A



*CONTRACTOR/INSTALLER TO VERIFY
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WITH THE APPROVED PERMIT*

PERMIT# _____

FOLLOW PROPER BONDING & GROUND
PROCEDURES AT ALL DOWN GUYS AND
RISER LOCATIONS

GROUND TO ALL EXISTING MGNV

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E. PICKARD RD

PROPOSED AE ROUTE
NEW/BUILD STRAND W/ FIBER
(1) 144CT FIBER W/ 4 STRAND

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SEE SHEET 5A

SEE SHEET 7A

PROJECT: 4580 E PICKARD RD

LOCATION: MT PLEASANT

SCALE: 1:50



24700 NORTHWESTERN HWY, SUITE 700
SOUTHFIELD, MI 48075
866-603-4774
<http://www.123.net>

OID: HG8-5AB4D763 DATE: 6/25/18

DESIGNER: JKD

REV: ---

0 50 100 150

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SHEET

6A



*CONTRACTOR/INSTALLER TO VERIFY
PERMITTED ATTACHMENT HEIGHTS
WITH THE APPROVED PERMIT*

PERMIT# _____

FOLLOW PROPER BONDING & GROUND
PROCEDURES AT ALL DOWN GUYS AND
RISER LOCATIONS

GROUND TO ALL EXISTING MGNV

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E. PICKARD RD

N. BROWN ST

N. BROWN ST

PROPOSED AE ROUTE
NEW BUILD STRAND W/ FIBER
(1) 144CT FIBER W/ 1/2 STRAND

PROPOSED 123 NET
AERIAL STORAGE LOOP
120' STORAGE

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SEE SHEET 6A

SEE SHEET 8A

PROJECT: 4580 E PICKARD RD

LOCATION: MT PLEASANT

SCALE: 1:50



24700 NORTHWESTERN HWY, SUITE 700
SOUTHFIELD, MI 48075
866-603-4774
<http://www.123.net>

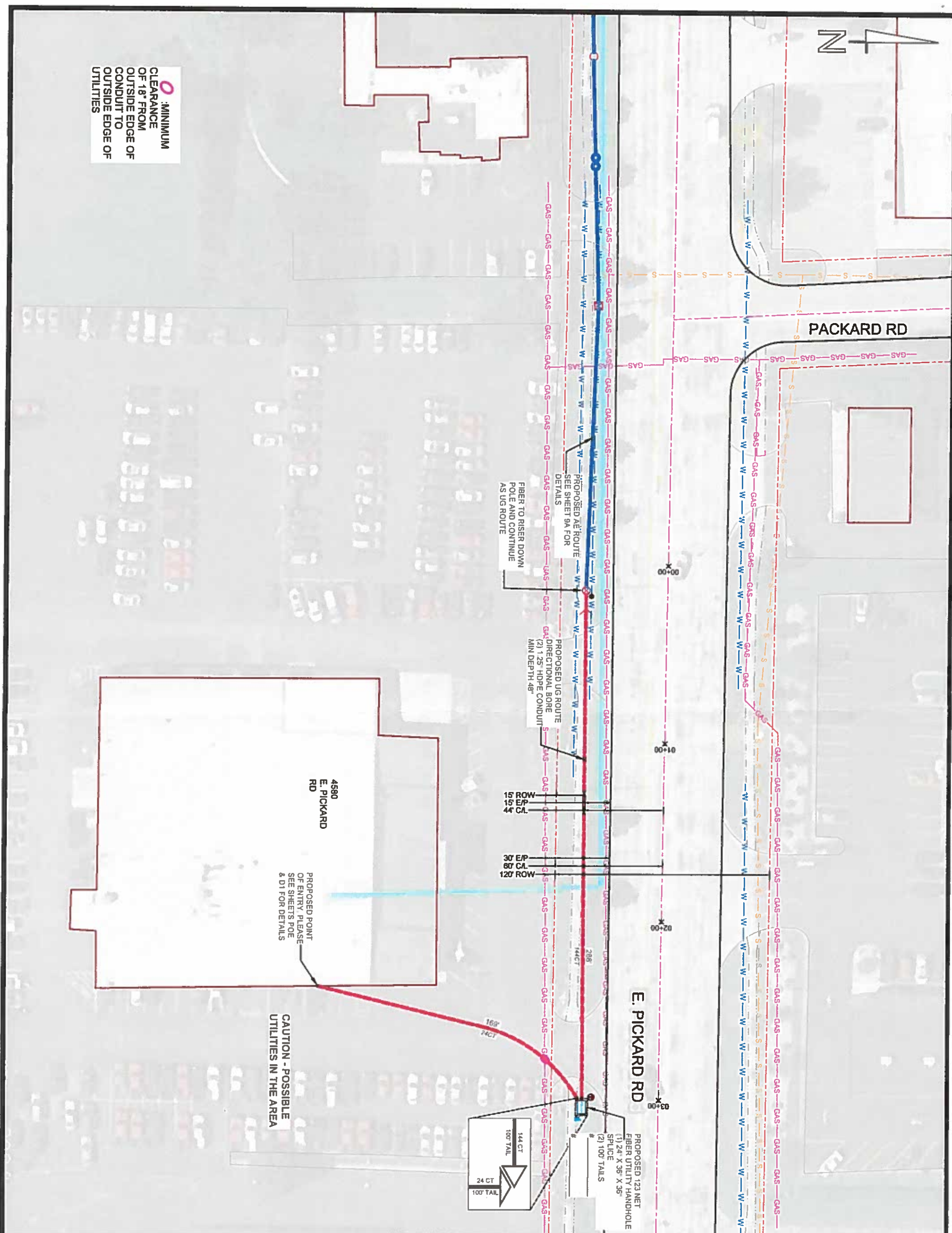
OID: HG8-5AB4D763 DATE: 6/25/18
DESIGNER: JKD REV: ---

0 50 100 150

DRAWING SCALE

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WILL COMMENCE AND ROUTE WILL BE
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SHEET
7A



PROJECT: 4580 E PICKARD RD

LOCATION:MT PLEASANT

SCALE: 1:50

1 2 3 NET

24700 NORTHWESTERN HWY, SUITE 700
SOUTHFIELD, MI 48075
866-603-4774
<http://www.123.net>

OID:HG8-5AB4D763DATE:6/25/18

DESIGNER: JKD

REV:---

A horizontal number line with tick marks at 0, 50, 100, and 150.

DRAWING SCALE

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SHEET
9U

REQUEST FOR TOWNSHIP BOARD ACTION

To: Mark Stuhldreher

DATE: August 16, 2018

FROM: Sherrie Teall, Finance Director

DATE FOR BOARD CONSIDERATION: 8/22/2018

ACTION REQUESTED: Board approval of the FY 2018 Budget Amendment No. 3 for the General fund, Fire fund, Special Assessments fund, Tribal 2% Grants fund, East DDA fund, West DDA fund, Sewer fund and Water fund

Current Action X Emergency

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

Finance Approval Sherrie Teall

BACKGROUND INFORMATION

It is recommended that the Fiscal Year 2018 budget be amended by the Board of Trustees per the attached for the funds listed above. Detailed changes to the respective accounts are attached. A brief description of the significant amendments follows.

General Fund

- Revenue
 - Decreased property tax revenue in amount of \$2,195 is being recognized
 - Increased penalties on taxes revenue in the amount \$1,100 due to higher than expected amounts collected
 - Increased zoning permit revenue of \$1,000 is recognized
 - Increased State aid revenue from the Local Community Stabilization Authority in the amount of \$6,900 is being recognized
 - Increased State revenue sharing of \$55,000 is being recognized based on amounts collected in 2017
 - Increased construction plan review fees of \$1,500 are being recognized
 - Increased revenue from land division fees in the amount of \$1,000 are being recognized
 - Increased interest earnings in the amount of \$24,000 are recognized
 - Total net revenue from all adjustments is an increase of \$88,705 for the General fund
- Expenditures
 - Increased salaries/wages budgets have been recognized in the departments to account for the collective bargaining agreement ratified in 2018
 - Budget reductions have been made to account for new employee health care deductions
 - Various budget increases and reductions have been recognized in the departments to allow for a more detailed accounting for employee benefits
 - Reduced budget in the Accounting department for advertising, wages and benefits for new position budgeted in 2018 now expected to be hired in 2019
 - Increased budget in the Information Technology department for \$24,820 to cover BS&A fixed asset software reinstatement, cost centered BS&A support fees, and Microsoft office upgrades recommended by CMS

- Increased budget in Information Technology for \$6,000 to cover two (2) new PC's for cashiering and three (3) new laptops used for elections that are over six (6) years old
- Increase budget for \$9,000 elections, two (2) elections in 2018, \$7,000 increase to pay election workers and \$2,000 increased for election supplies
- Increased budget needed in the Township hall department for \$5,500 for operating supplies, new contract for cleaning services and clean-up day charges including a montage drawing purchase
- Building dept budget was increased \$600 for an ad published in the Michigan Builders Magazine
- Public Works Department contributions to the Road Commission are increasing by \$62,800. The contracts for gravel road improvements came in higher than expected and the \$50,000 contribution to the Isabella County Road Commission Meridian Rd bridge project was added.
- Professional and Contractual Services in the Planning dept are being reduced by \$16,100 to reflect the zoning code update price coming in lower than originally budgeted, \$5,000 for the development review implementation being moved to the 2019 budget year and the BS&A zoning module support fees budget being redirected to the Information Technology department
- Parks and Recreation professional & contractual services budget is being reduced by \$15,000 as the parks plan update will not be done until 2019
- Parks and Recreation equipment maintenance budget is increasing \$5,000 for the repair of playground equipment and a new merry go round that is needed at McDonald Park.
- Decreased the parks and recreation budget \$5,000 for a repairs line item that is not being used
- The capital outlay budget was increased \$10,000 for the purchase of new video equipment installation in the board room
- Total net expenditures from all adjustments are an increase of \$69,558 for the general fund

The budget amendment for the General Fund is:

Revenues: \$88,705

Expenditures:	172-Township Manager	2,679
	191-Accounting	(24,947)
	215-Clerk	(12)
	228-Information Technology	30,820
	257-Assessor	(1,224)
	262-Elections	9,000
	265-Twp Hall & Grounds	5,500
	371-Building	2,159
	441-Public Works	64,200
	701-Planning	(5,336)
	751-Parks & Recreation	(23,281)
	901-Capital Outlay	10,000
	 Total Expenditures	 \$69,558

- The resulting net impact of budget amendment No. 3 is to increase the projected year end fund balance by \$19,147 in the general fund compared to the existing amended budget

Fire Fund

- Revenue
 - Net increase in various tax revenue accounts of \$1,819 is recognized based on projected year end actual activity and impacts of tax tribunal cases
 - Increased State grant revenue of \$19,363 is being recognized for actual amounts received that were not in the original budget
 - Increased budget for the amounts received by the East and West DDA funds for fire protection services in the amount of \$9,100
 - Increased budget for interest earned by \$8,000 based on year to date actual amounts received
 - Decreased budget \$30,000 for gain on sale of assets as the sale of the 1998 fire truck is now expected in 2019
- Expenditures
 - Decreased Capital Outlay budget \$450,000 for the purchase of a new fire truck. This purchase will be moved to the 2019 budget

The budget amendment for the Fire Fund is:

Revenues:	\$8,282
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Expenditures:	901-Capital Outlay	(\$450,000)
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- The resulting impact of the budget amendment is to increase the projected year end fund balance by \$458,282 compared to the existing amended budget

Special Assessments Fund

- Revenue
 - Increase revenue by \$400 over the original amounts budgeted

East DDA Fund

- Revenue
 - Property tax capture revenue is being increase by \$7,904 to reflect actual revenue received
 - Increase State aid revenue budget by \$20,000 for lost personal property tax captures applied for in June 2018
 - Increased interest earned budget \$8,700
 - Increased budget in Other Revenue \$11,000 for the insurance reimbursement related to a damaged light pole in the Pickard Street corridor
 - Total net revenue from all adjustments is an increase of \$46,604 for the East DDA fund
- Expenditures

- Lawn care expenditures are being increased by \$2,500 for fall weed abatement efforts approved by the EDA board
- Increase budget \$15,400 for irrigation/lighting repairs needed in the Pickard Street corridor
- Decrease budget \$3,600 due to holiday light contract approved for less than originally budgeted
- Increase budget \$1,500 for increased electrical costs associated with additional Christmas lighting in the Pickard Street corridor
- Increase budget \$2,400 for contribution to Fire Fund for fire services in the East DDA district
- Total net additional expenditures from all adjustments is an increase of \$18,200 in the East DDA Fund

The budget amendment for the East DDA Fund is:

Revenues:		\$46,604
Expenditures:	336-Public Safety-Fire	2,400
	728-Economic Development	\$15,800
	Total Expenditures	\$18,200

- The resulting net impact of the budget amendment is to increase projected year end fund balance by \$28,404 compared to the existing amended budget

West DDA Fund

- Revenue
 - Increase budget \$111,300 for property tax captures underestimated in the original budget
 - Decrease delinquent personal property tax captures expected by \$400
 - Increase budget \$2,300 for interest earned
 - Total net revenue from all adjustments is an increase of \$113,200 for the West DDA fund
- Expenditures
 - Increased budget \$60,000 needed to cover contract with Isabella County Road Commission for Lincoln Road work
 - Increase budget \$6,100 for contribution to Fire Fund for fire services in the West DDA district
 - Total net additional expenditures from all adjustments is an increase of \$66,108 in the West DDA Fund

The budget amendment for the West DDA Fund is:

Revenues:		\$113,200
Expenditures:	336-Public Safety-Fire	\$6,100
	728-Economic Development	\$60,000
	996-Transfer Out	8
	Total Expenditures	\$66,108

- The resulting net impact of the budget amendment is to increase projected year end fund balance by \$47,092 compared to the existing amended budget

Tribal 2% Fund

- Revenue
 - Increase budget \$180,000 to reflect Contribution from the Saginaw Chippewa Indian Tribe for the Isabella Road intersection work the Isabella County Road Commission
 - Increase interest earned budget by \$1,800 based on expected interest to be earned in 2018
 - Total net revenue from all adjustments is an increase of \$181,800 for the Tribal 2% fund
- Expenses
 - Increase budget \$180,000 to reflect contract with Isabella County Road Commission for the Isabella Road intersection work
 - Total net expenditures are increasing by \$180,000 for the Tribal 2% fund

The budget amendment for the Tribal 2% Fund is:

Revenues:	\$181,800
Expenditures: 728-Economic Development	\$180,000
Total Expenditures	\$180,000

- The resulting net impact of the budget amendment is to increase projected year end fund balance by \$1,800 compared to the existing amended budget

Sewer Fund

- Revenue
 - Increased inspection fee revenue of \$1,000 is recognized based on actual YTD levels
 - Increased fines & forfeitures revenue in the amount of \$9,500 is recognized based on actual YTD levels
 - Increased interest earned revenue of \$15,000 is recognized based on actual YTD levels
 - Increase in gain on sale of assets revenue of \$4,250 is being recognized to account for trade-in of Ford truck expected in 2018
 - Total net revenue from all adjustments is an increase of \$31,250 for the sewer fund
- Expenses
 - Increased salaries/wages budgets have been recognized in the departments to account for the collective bargaining agreement ratified in 2018
 - Budget reductions have been made to account for new employee health care deductions
 - Various budget increases and reductions have been recognized in the departments to allow for a more detailed accounting for employee benefits
 - The budget for legal fees has been increased due to the Lux matter

- The buildings, building additions & improvements line has been increased by \$80,000 for the office remodeling project for water/sewer administrative offices at the water plant. This project is split 50/50 with the water fund.
- Increase budget \$4,750 in the Waste Water Treatment Plant professional & contractual services to account for charges from the new cleaning services contract
- Total net expenses are decreasing by \$19,699 for the sewer fund

The budget amendment for the Sewer Fund is:

Revenues:		\$ 31,250
Expenses:	536-Water/Sewer Systems	\$43,754
	540-Waste Water Treatment	(\$60,453)
	906-Debt Service	(\$ 3,000)
	Total Expenditures	(\$19,699)

- The resulting impact of budget amendment No. 3 is to increase the projected year end fund balance by \$50,949 compared to the existing amended budget

Water Fund

- Revenue
 - Increased state grants revenue of \$29,348 for the Competitive Grant Assistance Program for Joint Water Study with City of Mt Pleasant
 - Increase in gain on sale of assets revenue of \$4,250 is being recognized to account for trade-in of Ford truck expected in 2018
 - Total net revenue from all adjustments is an increase of \$34,348 for the water fund.
- Expenses
 - Increased salaries/wages budgets have been recognized in the departments to account for the collective bargaining agreement ratified in 2018
 - Budget reductions have been made to account for new employee health care deductions
 - Various budget increases and reductions have been recognized in the departments to allow for a more detailed accounting for employee benefits
 - Professional & contractual services budget has been decreased \$72,600. This amount is a combination of moving \$75,000 to building improvements for the office remodeling project and an increase of \$2,400 for the new contract for cleaning services
 - The budget for legal fees has been increased \$3,000 due to the Lux matter
 - Reduced maintenance-treatment plants budget \$28,000 by the amount originally budgeted here for a portion of the office remodel project at the water plant
 - The buildings, building additions & improvements line has been increased by \$80,000 for the office remodeling project for water/sewer administrative offices at the water plant. \$75,000 of this amount came from a reduction to the professional & contractual services budget mentioned previously. This project is split 50/50 with the sewer fund.
 - The budget for depreciation expense has increased \$350,000 due to it not being recognized in the 2018 original budget
 - Total net expenses are increasing by \$280,408 for the water fund

The budget amendment for the Sewer Fund is:

Revenues:		\$ 34,348
Expenses:	536-Water/Sewer Systems	(\$69,092)
	906-Debt Service	(\$500)
	960-Depreciation Expense	\$350,000
	Total Expenses	\$280,408

- The resulting net impact of the budget amendment is to decrease projected year end fund balance by \$246,060 compared to the existing amended budget

SCOPE OF SERVICES

Not applicable

JUSTIFICATION

Budget amendments are required under the Uniform Budget Act when it is known or anticipated that revenue and/or expenses are likely to differ from the originally adopted budget. Sound financial management practices also dictate that the budget be amended in order to understand the current state of Township finances so that any necessary adjustments in operations can be considered.

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
- Prosperity through economic diversity, cultural diversity , and social diversity
- Safety
- Health
- Natural environment
- Commerce

COSTS

Not applicable

PROJECT TIME TABLE

Respective budgets will be updated in the accounting system as soon as practical following approval by the Board.

RESOLUTION

Authorization is hereby given to amend the FY 2018 budget for the General, Fire, East DDA, Sewer and Water Funds as per the attached.

Resolved by _____ Seconded by _____

Date Signed: _____

Yes:

No:

Absent:

Charter Township of Union
101 - General Fund
2018 Proposed Budget Amendment #3

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2017	2018 ORIGINAL BUDGET	2018 AMENDED BUDGET	YTD Balance 7/31/2018	2018 PROPOSED AMENDED BUDGET	2018 PROPOSED BUDGET AMENDMENT
Revenues							
101-000-402.000	CURRENT PROPERTY TAX	300,303.94	300,000.00	300,000.00	297,804.80	297,805.00	(2,195.00)
	DECREASE BASED ON 2018 YTD ACTUALS						
101-000-402.001	PROPERTY TAX REFUNDS-MTT	(6,346.54)	(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00
101-000-402.002	PILOT TAX	2,082.65	3,000.00	3,000.00	1,072.14	3,000.00	0.00
101-000-420.000	DELQ PERSONAL PROPERTY TAXES	1,473.31	1,200.00	1,200.00	132.48	1,200.00	0.00
101-000-425.000	MOBILE HOME PARK TAX	2,397.84	2,500.00	2,500.00	1,189.00	2,500.00	0.00
101-000-445.000	INTEREST ON TAXES	226.83	0.00	0.00	44.62	0.00	0.00
101-000-446.000	3% OR 4% PENALTY ON TAX	5,691.58	5,400.00	5,400.00	6,513.74	6,500.00	1,100.00
	INCREASE BASED ON 2018 YTD ACTUALS						
101-000-447.000	ADMIN FEE-PROPERTY TAX	150,398.39	145,000.00	145,000.00	107,582.40	145,000.00	0.00
101-000-447.001	ADMIN FEES-REFUNDS MTT BOR	(3,206.04)	(4,000.00)	(4,000.00)	0.00	(4,000.00)	0.00
101-000-447.050	ADMIN FEE-STATE EDUC TAX(SET)	7,770.00	7,800.00	7,800.00	0.00	7,700.00	(100.00)
	DECREASE BASED ON 2017 & 2018 YTD ACTUALS						
101-000-447.100	ADMIN FEE-PRIOR YEARS	311.78	0.00	0.00	44.40	0.00	0.00
101-000-475.000	CABLE FRANCHISE FEES	132,360.38	130,000.00	130,000.00	67,266.94	130,000.00	0.00
101-000-476.000	BUILDING PERMITS	47,719.48	50,000.00	50,000.00	27,226.00	50,000.00	0.00
101-000-477.000	RENTAL INSPECTION FEES	80,569.00	80,000.00	80,000.00	78,806.00	80,000.00	0.00
101-000-478.000	DOG LICENSE REVENUE	1.50	0.00	0.00	2.50	0.00	0.00
101-000-479.000	ZONING PERMITS	10,395.00	11,000.00	11,000.00	8,950.00	12,000.00	1,000.00
	INCREASE BASED ON 2018 YTD ACTUALS						
101-000-539.000	STATE GRANTS	54,302.49	0.00	0.00	0.00	0.00	0.00
101-000-573.000	STATE AID REVENUE-LCSA	0.00	0.00	0.00	6,931.67	6,900.00	6,900.00
	INCREASE BASED ON 2018 YTD ACTUALS						
101-000-574.000	STATE REVENUE SHARING	1,108,746.00	1,045,000.00	1,045,000.00	174,445.00	1,100,000.00	55,000.00
	INCREASE BASED ON 2017 ACTUALS						
101-000-574.100	LIQUOR STATE REVENUE SHARING	11,271.15	11,500.00	11,500.00	41.25	11,500.00	0.00
101-000-574.200	METRO ACT REVENUE SHARING-LCSA	7,537.91	7,500.00	7,500.00	7,520.07	7,500.00	0.00

<p align="center">Charter Township of Union 101 - General Fund 2018 Proposed Budget Amendment #3</p>

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2017	2018 ORIGINAL BUDGET	2018 AMENDED BUDGET	YTD Balance 7/31/2018	2018 PROPOSED AMENDED BUDGET	2018 PROPOSED BUDGET AMENDMENT
101-000-609.000	CONSTR PLAN REVIEW FEES	125.00	500.00	500.00	1,927.50	2,000.00	1,500.00
	INCREASE BASED ON 2018 YTD ACTUALS						
101-000-613.000	APPLICATION FEES	500.00	0.00	0.00	500.00	500.00	500.00
	INCREASE BASED ON 2017 AND 2018 YTD ACTUALS						
101-000-626.000	COPIES	23.64	0.00	0.00	2.80	0.00	0.00
101-000-628.000	LAND DIVISIONS	700.00	500.00	500.00	1,200.00	1,500.00	1,000.00
	INCREASE BASED ON 2018 YTD ACTUALS						
101-000-630.000	WEED ABATEMENT SERVICES	234.50	500.00	500.00	303.76	500.00	0.00
101-000-655.000	FINES & FORFEITURES	617.10	1,000.00	1,000.00	607.20	1,000.00	0.00
101-000-665.000	INTEREST EARNED	43,638.50	36,000.00	36,000.00	42,275.94	60,000.00	24,000.00
	INCREASE BASED ON 2018 YTD ACTUALS						
101-000-667.000	RENT - JAMESON HALL	7,750.00	7,000.00	7,000.00	4,650.00	7,000.00	0.00
101-000-667.100	RENT - McDONALD PARK PAVILION	1,680.00	1,500.00	1,500.00	1,360.00	1,500.00	0.00
101-000-667.200	RENT - JAMESON PAVILION	300.00	500.00	500.00	360.00	500.00	0.00
101-000-667.300	LEASES	900.00	900.00	900.00	900.00	900.00	0.00
101-000-671.000	OTHER REVENUE	29,923.16	30,000.00	30,000.00	2,019.73	30,000.00	0.00
101-000-672.400	REVENUE-STREET LIGHTS SPEC ASSESS	17,463.79	15,000.00	15,000.00	4,657.23	15,000.00	0.00
101-000-673.000	GAIN/LOSS ON SALE(DISPOSAL)OF ASSETS	0.00	500.00	500.00	0.00	500.00	0.00
		2,017,862.34	1,884,800.00	1,884,800.00	846,337.17	1,973,505.00	88,705.00
TOTAL ESTIMATED REVENUES		2,017,862.34	1,884,800.00	1,884,800.00	846,337.17	1,973,505.00	88,705.00

<p align="center">Charter Township of Union 101 - General Fund 2018 Proposed Budget Amendment #3</p>

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2017	2018 ORIGINAL BUDGET	2018 AMENDED BUDGET	YTD Balance 7/31/2018	2018 PROPOSED AMENDED BUDGET	2018 PROPOSED BUDGET AMENDMENT
Expenditures							
Dept 101 - TRUSTEES							
101-101-702.000	SALARIES & WAGES	17,339.93	30,067.00	30,067.00	16,730.67	30,067.00	0.00
101-101-707.000	PER MEETING	2,925.00	4,000.00	4,000.00	1,225.00	4,000.00	0.00
101-101-709.000	EMPLR FICA CONTR	1,256.43	2,184.00	2,184.00	1,113.23	2,184.00	0.00
101-101-711.000	EMPLR MEDICARE CONTR	293.85	512.00	512.00	260.35	512.00	0.00
101-101-724.000	WORKER'S COMP	31.98	60.00	60.00	30.96	60.00	0.00
101-101-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	3,027.50	4,000.00	4,000.00	2,537.50	4,000.00	0.00
101-101-860.000	TRANSPORTATION/MILEAGE REIMBURSEMENT	0.00	500.00	500.00	0.00	500.00	0.00
101-101-900.000	PRINTING & PUBLISHING	550.00	600.00	600.00	575.00	600.00	0.00
101-101-910.000	PROFESSIONAL DEVELOPMENT	4,019.00	5,100.00	5,100.00	0.00	5,100.00	0.00
101-101-910.100	SEMINAR LODGING	0.00	2,500.00	2,500.00	0.00	2,500.00	0.00
101-101-910.200	SEMINAR MEALS	93.00	500.00	500.00	0.00	500.00	0.00
101-101-915.000	MEMBERSHIP & DUES	15,872.77	16,400.00	16,400.00	15,650.59	16,400.00	0.00
101-101-955.000	MISC.	801.79	1,000.00	1,000.00	113.20	1,000.00	0.00
Total Dept 101 - TRUSTEES		46,211.25	67,423.00	67,423.00	38,236.50	67,423.00	0.00
Dept 171 - SUPERVISOR							
101-171-702.000	SALARIES & WAGES	15,320.18	15,320.00	15,320.00	8,543.93	15,320.00	0.00
101-171-707.000	PER MEETING	0.00	1,000.00	1,000.00	0.00	1,000.00	0.00
101-171-709.000	EMPLR FICA CONTR	949.78	1,012.00	1,012.00	529.68	1,012.00	0.00
101-171-711.000	EMPLR MEDICARE CONTR	222.24	237.00	237.00	123.94	237.00	0.00
101-171-724.000	WORKER'S COMP	24.11	28.00	28.00	14.83	28.00	0.00
101-171-860.000	TRANSPORTATION/MILEAGE REIMBURSEMENT	0.00	350.00	350.00	0.00	350.00	0.00
101-171-910.000	PROFESSIONAL DEVELOPMENT	0.00	1,000.00	1,000.00	0.00	1,000.00	0.00
101-171-910.100	SEMINAR LODGING	0.00	750.00	750.00	0.00	750.00	0.00
101-171-910.200	SEMINAR MEALS	0.00	200.00	200.00	0.00	200.00	0.00
101-171-915.000	MEMBERSHIP & DUES	0.00	275.00	275.00	0.00	275.00	0.00
101-171-955.000	MISC.	0.00	250.00	250.00	0.00	250.00	0.00

Charter Township of Union
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GL NUMBER	DESCRIPTION	END BALANCE 12/31/2017	2018 ORIGINAL BUDGET	2018 AMENDED BUDGET	YTD Balance 7/31/2018	2018 PROPOSED AMENDED BUDGET	2018 PROPOSED BUDGET AMENDMENT
Total Dept 171 - SUPERVISOR		16,516.31	20,422.00	20,422.00	9,212.38	20,422.00	0.00
Dept 172 - TWP MANAGER							
101-172-702.000	SALARIES & WAGES	33,009.98	33,001.00	33,001.00	18,590.21	33,400.00	399.00
	INCREASE BASED ON PAY INCREASE APPROVED BY THE BOARD						
101-172-708.000	UNEMPLOYMENT	206.46	206.00	206.00	144.35	145.00	(61.00)
	DECREASE BASED ON REDUCED UNEMPLOYMENT RATE FOR 2018-4.81%						
101-172-709.000	EMPLR FICA CONTR	2,040.68	2,046.00	2,046.00	1,145.15	2,071.00	25.00
	INCREASE BASED ON PAY INCREASE APPROVED BY THE BOARD						
101-172-711.000	EMPLR MEDICARE CONTR	477.31	479.00	479.00	267.85	484.00	5.00
	INCREASE BASED ON PAY INCREASE APPROVED BY THE BOARD						
101-172-716.000	EMPLR RETIREMENT CONTR	2,475.72	2,475.00	2,475.00	1,394.24	2,510.00	35.00
	INCREASE BASED ON PAY INCREASE APPROVED BY THE BOARD						
101-172-718.000	HEALTH & DENTAL BENEFIT	3,530.48	4,012.00	4,012.00	0.00	0.00	(4,012.00)
	REDUCTION DUE TO MORE DETAILED ACCOUNTING BEGINNING IN 2018						
101-172-718.500	HEALTH INSURANCE	0.00	0.00	0.00	3,797.50	6,513.00	6,513.00
	INCREASE DUE TO MORE DETAILED ACCOUNTING BEGINNING IN 2018						
101-172-718.700	HEALTH INS-EE CONTRIBUTIONS	0.00	0.00	0.00	(67.41)	(421.00)	(421.00)
	INCREASE DUE TO NEW HEALTH CARE DEDUCTION BEGINNING IN 2018						
101-172-719.000	DENTAL INSURANCE	0.00	0.00	0.00	91.79	167.00	167.00
	INCREASE DUE TO MORE DETAILED ACCOUNTING BEGINNING IN 2018						
101-172-719.800	VISION INSURANCE	0.00	0.00	0.00	8.67	52.00	52.00
	INCREASE DUE TO NEW EMPLOYER COST SHARE IN 2018						
101-172-719.900	VISION INS-EE CONTRIBUTIONS	0.00	0.00	0.00	(4.34)	(26.00)	(26.00)
	INCREASE DUE TO NEW EMPLOYEE DEDUCTION FOR VISION BEGINNING IN 2018						
101-172-724.000	WORKER'S COMP	97.55	108.00	108.00	60.24	108.00	0.00
101-172-725.000	LIFE & DISABILITY BENEFIT	108.49	117.00	117.00	42.70	120.00	3.00
101-172-752.000	OFFICE SUPPLIES	308.50	300.00	300.00	20.51	300.00	0.00
101-172-767.000	UNIFORMS	0.00	100.00	100.00	0.00	100.00	0.00
101-172-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	0.00	3,666.00	3,666.00	0.00	3,666.00	0.00

<p align="center">Charter Township of Union 101 - General Fund 2018 Proposed Budget Amendment #3</p>

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2017	2018 ORIGINAL BUDGET	2018 AMENDED BUDGET	YTD Balance 7/31/2018	2018 PROPOSED AMENDED BUDGET	2018 PROPOSED BUDGET AMENDMENT
101-172-852.000	CONTRIBUTION TO CABLE CONSORTIUM	52,944.14	54,000.00	54,000.00	13,453.39	54,000.00	0.00
101-172-860.000	TRANSPORTATION/MILEAGE REIMBURSEMENT	88.81	250.00	250.00	0.00	250.00	0.00
101-172-880.000	COMMUNITY PROMOTION	0.00	2,500.00	2,500.00	0.00	2,500.00	0.00
101-172-900.000	PRINTING & PUBLISHING	0.00	600.00	600.00	0.00	600.00	0.00
101-172-910.000	PROFESSIONAL DEVELOPMENT	261.88	1,500.00	1,500.00	0.00	1,500.00	0.00
101-172-910.100	SEMINAR LODGING	0.00	800.00	800.00	0.00	800.00	0.00
101-172-910.200	SEMINAR MEALS	0.00	200.00	200.00	0.00	200.00	0.00
101-172-915.000	MEMBERSHIP & DUES	390.00	500.00	500.00	130.00	500.00	0.00
101-172-955.000	MISC.	63.20	100.00	100.00	33.09	100.00	0.00
101-172-980.000	NEW OFFICE EQUIPMENT & FURNITURE	0.00	500.00	500.00	0.00	500.00	0.00
Total Dept 172 - TWP MANAGER		96,003.20	107,460.00	107,460.00	39,107.94	110,139.00	2,679.00
Dept 191 - ACCOUNTING/GEN ADMIN							
101-191-702.000	SALARIES & WAGES	68,194.96	83,056.00	83,056.00	39,499.15	76,307.00	(6,749.00)
	DECREASE BASED ON 2018 YTD ACTUALS						
101-191-702.500	OVERTIME	3,156.76	4,000.00	4,000.00	1,854.35	3,300.00	(700.00)
	DECREASE BASED ON 2018 YTD ACTUALS						
101-191-708.000	UNEMPLOYMENT	1,444.88	1,652.00	1,652.00	993.64	1,010.00	(642.00)
	DECREASE BASED ON REDUCED UNEMPLOYMENT RATE FOR 2018-4.81%						
101-191-709.000	EMPLR FICA CONTR	4,217.12	5,659.00	5,659.00	2,450.58	5,168.00	(491.00)
	DECREASE BASED ON 2018 YTD ACTUALS						
101-191-711.000	EMPLR MEDICARE CONTR	986.40	1,262.00	1,262.00	573.17	1,153.00	(109.00)
	DECREASE BASED ON 2018 YTD ACTUALS						
101-191-716.000	EMPLR RETIREMENT CONTR	4,319.56	5,874.00	5,874.00	2,470.89	4,434.00	(1,440.00)
	DECREASE BASED ON 2018 YTD ACTUALS						
101-191-718.000	HEALTH & DENTAL BENEFIT	26,592.71	40,313.00	40,313.00	0.00	0.00	(40,313.00)
	REDUCTION DUE TO MORE DETAILED ACCOUNTING BEGINNING IN 2018						
101-191-718.500	HEALTH INSURANCE	0.00	0.00	0.00	15,211.41	26,013.00	26,013.00
	INCREASE DUE TO MORE DETAILED ACCOUNTING BEGINNING IN 2018						
101-191-718.700	HEALTH INS-EE CONTRIBUTIONS	0.00	0.00	0.00	(691.89)	(2,030.00)	(2,030.00)

Charter Township of Union
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GL NUMBER	DESCRIPTION	END BALANCE 12/31/2017	2018 ORIGINAL BUDGET	2018 AMENDED BUDGET	YTD Balance 7/31/2018	2018 PROPOSED AMENDED BUDGET	2018 PROPOSED BUDGET AMENDMENT
	INCREASE DUE TO NEW HEALTH CARE DEDUCTION BEGINNING IN 2018						
101-191-719.000	DENTAL INSURANCE	0.00	0.00	0.00	1,114.17	1,911.00	1,911.00
	INCREASE DUE TO MORE DETAILED ACCOUNTING BEGINNING IN 2018						
101-191-719.800	VISION INSURANCE	0.00	0.00	0.00	32.37	194.00	194.00
	INCREASE DUE TO NEW EMPLOYER COST SHARE IN 2018						
101-191-719.900	VISION INS-EE CONTRIBUTIONS	0.00	0.00	0.00	(16.19)	(97.00)	(97.00)
	DECREASE DUE TO NEW EMPLOYEE DEDUCTION FOR VISION BEGINNING IN 2018						
101-191-724.000	WORKER'S COMP	210.12	284.00	284.00	133.30	247.00	(37.00)
	DECREASE BASED ON 2018 YTD ACTUALS						
101-191-725.000	LIFE & DISABILITY BENEFIT	361.70	657.00	657.00	230.88	400.00	(257.00)
	DECREASE BASED ON 2018 YTD ACTUALS						
101-191-752.000	OFFICE SUPPLIES	2,634.64	2,000.00	2,000.00	403.04	2,000.00	0.00
101-191-759.000	GAS/FUEL	24.08	500.00	500.00	0.00	0.00	(500.00)
	DECREASE BASED ON 2018 YTD ACTUALS						
101-191-767.000	UNIFORMS	100.00	200.00	200.00	0.00	200.00	0.00
101-191-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	0.00	0.00	0.00	50.00	50.00	50.00
	INCREASE BASED ON 2018 YTD ACTUALS						
101-191-801.020	EXTERNAL AUDIT	15,900.00	16,500.00	16,500.00	15,600.00	16,500.00	0.00
101-191-850.000	COMMUNICATIONS	0.00	600.00	600.00	0.00	0.00	(600.00)
	DECREASE BASED ON 2018 YTD ACTUALS						
101-191-851.000	MAIL/POSTAGE	405.50	6,000.00	6,000.00	1,616.00	6,000.00	0.00
101-191-860.000	TRANSPORTATION/MILEAGE REIMBURSEMENT	766.45	1,500.00	1,500.00	1,387.74	2,000.00	500.00
	INCREASE BASED ON 2018 YTD ACTUALS						
101-191-900.000	PRINTING & PUBLISHING	0.00	1,500.00	1,500.00	0.00	0.00	(1,500.00)
	DECREASE BASED ON 2018 YTD ACTUALS						
101-191-910.000	PROFESSIONAL DEVELOPMENT	931.02	1,200.00	1,200.00	423.64	1,200.00	0.00
101-191-910.100	SEMINAR LODGING	321.30	700.00	700.00	1,670.78	2,500.00	1,800.00
	INCREASE BASED ON 2018 YTD ACTUALS						
101-191-910.200	SEMINAR MEALS	60.52	250.00	250.00	258.90	300.00	50.00
	INCREASE BASED ON 2018 YTD ACTUALS						

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GL NUMBER	DESCRIPTION	END BALANCE 12/31/2017	2018 ORIGINAL BUDGET	2018 AMENDED BUDGET	YTD Balance 7/31/2018	2018 PROPOSED AMENDED BUDGET	2018 PROPOSED BUDGET AMENDMENT
101-191-915.000	MEMBERSHIP & DUES	170.00	500.00	500.00	190.00	500.00	0.00
101-191-955.000	MISC.	24.59	100.00	100.00	0.00	100.00	0.00
101-191-955.001	BANK FEES	220.00	240.00	240.00	5.00	240.00	0.00
101-191-980.000	NEW OFFICE EQUIPMENT & FURNITURE	1,958.18	2,000.00	2,000.00	0.00	2,000.00	0.00
101-191-980.100	NEW COMPUTER HARDWARE & SOFTWARE	1,728.00	0.00	0.00	0.00	0.00	0.00
Total Dept 191 - ACCOUNTING/GEN ADMIN		134,728.49	176,547.00	176,547.00	85,460.93	151,600.00	(24,947.00)
Dept 215 - CLERK							
101-215-702.000	SALARIES & WAGES	21,190.00	21,190.00	29,030.00	12,933.99	29,030.00	0.00
101-215-705.000	DEPUTY CLERK WAGES	0.00	0.00	0.00	231.00	0.00	0.00
101-215-707.000	PER MEETING	1,675.00	1,700.00	1,700.00	450.00	1,700.00	0.00
101-215-709.000	EMPLR FICA CONTR	1,417.63	1,856.00	2,343.00	844.13	2,343.00	0.00
101-215-711.000	EMPLR MEDICARE CONTR	331.54	434.00	548.00	197.42	548.00	0.00
101-215-718.000	HEALTH & DENTAL BENEFIT	0.00	0.00	26.00	0.00	0.00	(26.00)
DECREASE BASED ON 2018 YTD ACTUALS							
101-215-724.000	WORKER'S COMP	36.15	51.00	51.00	25.50	65.00	14.00
INCREASE BASED ON 2018 YTD ACTUALS							
101-215-752.000	OFFICE SUPPLIES	123.77	500.00	500.00	0.00	500.00	0.00
101-215-754.000	OPERATING SUPPLIES	180.00	500.00	500.00	1.99	500.00	0.00
101-215-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	283.00	0.00	0.00	0.00	0.00	0.00
101-215-860.000	TRANSPORTATION/MILEAGE REIMBURSEMENT	417.82	500.00	500.00	353.38	500.00	0.00
101-215-900.000	PRINTING & PUBLISHING	1,597.64	1,500.00	1,500.00	1,099.40	1,500.00	0.00
101-215-910.000	PROFESSIONAL DEVELOPMENT	777.00	1,000.00	1,000.00	0.00	1,000.00	0.00
101-215-910.100	SEMINAR LODGING	0.00	750.00	750.00	0.00	750.00	0.00
101-215-910.200	SEMINAR MEALS	8.00	200.00	200.00	0.00	200.00	0.00
101-215-915.000	MEMBERSHIP & DUES	0.00	150.00	150.00	0.00	150.00	0.00
101-215-980.100	NEW COMPUTER HARDWARE & SOFTWARE	1,447.98	0.00	0.00	0.00	0.00	0.00
Total Dept 215 - CLERK		29,485.53	30,331.00	38,798.00	16,136.81	38,786.00	(12.00)

Dept 228 - INFORMATION TECHNOLOGY

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GL NUMBER	DESCRIPTION	END BALANCE 12/31/2017	2018 ORIGINAL BUDGET	2018 AMENDED BUDGET	YTD Balance 7/31/2018	2018 PROPOSED AMENDED BUDGET	2018 PROPOSED BUDGET AMENDMENT
101-228-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	20,217.99	20,180.00	20,180.00	22,410.78	45,000.00	24,820.00
	INCREASE FOR FIXED ASSETS SOFTWARE REINSTATEMENT						
	INCREASE TO ADD BS&A SUPPORT FEES						
	INCREASE TO ADD MICROSOFT OFFICE 365 PROPLUS SUBCRIPTIONS AND INSTALL-CMS						
	INCREASE TO ADD 1 MICROSOFT SERVER 2012 STANDARD LICENSE NEEDED-CMS						
101-228-950.000	HARDWARE REPLACEMENTS	0.00	0.00	0.00	0.00	6,000.00	6,000.00
	REPLACE 2 CASHIER PCs-FRONT OFFICE 6+ YEARS OLD \$3,000						
	REPLACE 3 LAPTOPS USED FOR ELECTIONS 6+ YEARS OLD \$3,000						
Total Dept 228 - INFORMATION TECHNOLOGY		20,217.99	20,180.00	20,180.00	22,410.78	51,000.00	30,820.00
Dept 253 - TREASURER							
101-253-702.000	SALARIES & WAGES	21,190.00	21,190.00	21,190.00	11,817.49	21,190.00	0.00
101-253-707.000	PER MEETING	0.00	500.00	500.00	0.00	500.00	0.00
101-253-709.000	EMPLR FICA CONTR	1,313.78	1,856.00	1,856.00	732.68	1,856.00	0.00
101-253-711.000	EMPLR MEDICARE CONTR	307.26	434.00	434.00	171.35	434.00	0.00
101-253-724.000	WORKER'S COMP	33.38	51.00	51.00	20.45	51.00	0.00
101-253-752.000	OFFICE SUPPLIES	240.50	500.00	500.00	690.00	500.00	0.00
101-253-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	0.00	500.00	500.00	0.00	500.00	0.00
101-253-851.000	MAIL/POSTAGE	3,846.68	4,000.00	4,000.00	1,960.70	4,000.00	0.00
101-253-860.000	TRANSPORTATION/MILEAGE REIMBURSEMENT	256.61	250.00	250.00	0.00	250.00	0.00
101-253-910.000	PROFESSIONAL DEVELOPMENT	587.00	1,000.00	1,000.00	0.00	1,000.00	0.00
101-253-910.100	SEMINAR LODGING	689.37	750.00	750.00	0.00	750.00	0.00
101-253-910.200	SEMINAR MEALS	88.25	200.00	200.00	0.00	200.00	0.00
101-253-915.000	MEMBERSHIP & DUES	50.00	50.00	50.00	0.00	50.00	0.00
101-253-955.000	MISC.	0.00	200.00	200.00	0.00	200.00	0.00
101-253-980.000	NEW OFFICE EQUIPMENT & FURNITURE	368.60	0.00	0.00	0.00	0.00	0.00
Total Dept 253 - TREASURER		28,971.43	31,481.00	31,481.00	15,392.67	31,481.00	0.00
Dept 257 - ASSESSOR							
101-257-702.000	SALARIES & WAGES	119,083.39	117,900.00	117,900.00	67,286.01	121,305.00	3,405.00

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	INCREASE BASED ON 2018 YTD ACTUALS-NEW UNION CONTRACT						
101-257-702.500	OVERTIME	694.23	900.00	900.00	550.30	900.00	0.00
101-257-707.000	PER DIEM	3,500.00	4,125.00	4,125.00	2,125.00	4,125.00	0.00
101-257-708.000	UNEMPLOYMENT	1,238.40	1,250.00	1,250.00	865.80	866.00	(384.00)
	DECREASE BASED ON REDUCED UNEMPLOYMENT RATE FOR 2018-4.81%						
101-257-709.000	EMPLR FICA CONTR	7,410.54	7,621.00	7,621.00	4,226.07	7,832.00	211.00
	INCREASE BASED ON 2018 YTD ACTUALS						
101-257-711.000	EMPLR MEDICARE CONTR	1,733.14	1,783.00	1,783.00	988.34	1,832.00	49.00
	INCREASE BASED ON 2018 YTD ACTUALS						
101-257-716.000	EMPLR RETIREMENT CONTR	8,983.43	8,909.00	8,909.00	5,087.78	9,165.00	256.00
	INCREASE BASED ON 2018 YTD ACTUALS						
101-257-718.000	HEALTH & DENTAL BENEFIT	41,141.18	44,300.00	44,300.00	0.00	0.00	(44,300.00)
	REDUCTION DUE TO MORE DETAILED ACCOUNTING BEGINNING IN 2018						
101-257-718.500	HEALTH INSURANCE	0.00	0.00	0.00	22,815.92	39,000.00	39,000.00
	INCREASE DUE TO MORE DETAILED ACCOUNTING BEGINNING IN 2018						
101-257-718.700	HEALTH INS-EE CONTRIBUTIONS	0.00	0.00	0.00	(624.32)	(1,305.00)	(1,305.00)
	INCREASE DUE TO MORE DETAILED ACCOUNTING BEGINNING IN 2018						
101-257-719.000	DENTAL INSURANCE	0.00	0.00	0.00	788.79	1,355.00	1,355.00
	INCREASE DUE TO MORE DETAILED ACCOUNTING BEGINNING IN 2018						
101-257-719.800	VISION INSURANCE	0.00	0.00	0.00	29.24	177.00	177.00
	INCREASE DUE TO MORE DETAILED ACCOUNTING BEGINNING IN 2018						
101-257-719.900	VISION INS-EE CONTRIBUTIONS	0.00	0.00	0.00	(14.62)	(88.00)	(88.00)
	INCREASE DUE TO MORE DETAILED ACCOUNTING BEGINNING IN 2018						
101-257-724.000	WORKER'S COMP	761.65	816.00	816.00	461.02	816.00	0.00
101-257-725.000	LIFE & DISABILITY BENEFIT	437.76	470.00	470.00	284.13	470.00	0.00
101-257-752.000	OFFICE SUPPLIES	0.00	300.00	300.00	0.00	0.00	(300.00)
	DECREASE BASED ON 2018 YTD ACTUALS						
101-257-754.000	OPERATING SUPPLIES	755.56	750.00	750.00	660.94	1,050.00	300.00
	INCREASE BASED ON 2018 YTD ACTUALS						
101-257-759.000	GAS/FUEL	101.38	100.00	100.00	93.68	200.00	100.00

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INCREASE BASED ON 2018 YTD ACTUALS							
101-257-767.000	UNIFORMS	169.25	200.00	200.00	0.00	200.00	0.00
101-257-791.000	SUBSCRIPTIONS & PUBLICATIONS	0.00	400.00	400.00	0.00	400.00	0.00
101-257-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	6,950.00	16,000.00	16,000.00	125.00	16,000.00	0.00
101-257-850.000	COMMUNICATIONS	1,347.04	1,500.00	1,500.00	938.14	1,500.00	0.00
101-257-851.000	MAIL/POSTAGE	2,219.34	2,250.00	2,250.00	1,621.75	2,250.00	0.00
101-257-860.000	TRANSPORTATION/MILEAGE REIMBURSEMENT	642.85	1,000.00	1,000.00	178.21	1,000.00	0.00
101-257-900.000	PRINTING & PUBLISHING	481.47	500.00	500.00	596.43	800.00	300.00
INCREASE BASED ON 2018 YTD ACTUALS							
101-257-910.000	PROFESSIONAL DEVELOPMENT	1,609.49	3,000.00	3,000.00	1,780.11	3,000.00	0.00
101-257-910.100	SEMINAR LODGING	999.88	1,500.00	1,500.00	481.50	1,500.00	0.00
101-257-910.200	SEMINAR MEALS	186.28	300.00	300.00	89.20	300.00	0.00
101-257-915.000	MEMBERSHIP & DUES	1,526.40	1,245.00	1,245.00	418.21	1,245.00	0.00
101-257-955.000	MISC.	824.28	1,000.00	1,000.00	145.91	1,000.00	0.00
101-257-980.000	NEW OFFICE EQUIPMENT & FURNITURE	0.00	600.00	600.00	0.00	600.00	0.00
Total Dept 257 - ASSESSOR		202,796.94	218,719.00	218,719.00	111,998.54	217,495.00	(1,224.00)
Dept 262 - ELECTIONS							
101-262-712.000	ELECTION WORKERS	0.00	3,000.00	3,000.00	0.00	10,000.00	7,000.00
INCREASE BASED ON 2 ELECTIONS IN 2018							
101-262-754.000	OPERATING SUPPLIES	0.00	2,000.00	2,000.00	2,592.18	4,000.00	2,000.00
INCREASE BASED ON 2 ELECTIONS IN 2018							
101-262-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	0.00	1,000.00	1,000.00	0.00	1,000.00	0.00
101-262-955.000	MISC.	0.00	100.00	100.00	0.00	100.00	0.00
Total Dept 262 - ELECTIONS		0.00	6,100.00	6,100.00	2,592.18	15,100.00	9,000.00
Dept 265 - TWP HALL & GROUNDS							
101-265-702.000	SALARIES & WAGES	624.81	1,200.00	1,200.00	0.00	0.00	(1,200.00)
DECREASE BASED ON NEW CONTRACTED CLEANING SERVICE							
101-265-708.000	UNEMPLOYMENT	44.01	74.00	74.00	0.00	0.00	(74.00)

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	DECREASE BASED ON NEW CONTRACTED CLEANING SERVICE						
101-265-709.000	EMPLR FICA CONTR	38.78	78.00	78.00	0.00	0.00	(78.00)
	DECREASE BASED ON NEW CONTRACTED CLEANING SERVICE						
101-265-711.000	EMPLR MEDICARE CONTR	9.13	17.00	17.00	0.00	0.00	(17.00)
	DECREASE BASED ON NEW CONTRACTED CLEANING SERVICE						
101-265-724.000	WORKER'S COMP	16.60	31.00	31.00	0.00	0.00	(31.00)
	DECREASE BASED ON NEW CONTRACTED CLEANING SERVICE						
101-265-754.000	OPERATING SUPPLIES	2,999.73	3,000.00	3,000.00	3,658.81	4,000.00	1,000.00
	INCREASE BASED ON 2018 YTD ACTUALS						
101-265-776.100	HALL CLEANING	226.00	250.00	250.00	2,573.00	6,400.00	6,150.00
	INCREASE BASED ON NEW CONTRACTED CLEANING SERVICE						
101-265-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	32,434.98	8,500.00	8,500.00	6,004.35	9,500.00	1,000.00
	INCREASE BASED ON CLEAN-UP DAY CHARGES & ADDED MONTAGE DRAWING PURCHASE						
101-265-850.000	COMMUNICATIONS	2,860.54	3,100.00	3,100.00	1,811.61	3,200.00	100.00
	INCREASE BASED ON 2018 YTD ACTUALS						
101-265-890.000	SAFETY	378.05	1,000.00	1,000.00	440.77	1,000.00	0.00
101-265-917.000	WATER & SEWER QTR. BILLING	591.60	700.00	700.00	295.80	700.00	0.00
101-265-920.000	ELECTRIC/NATURAL GAS	9,324.93	10,000.00	10,000.00	6,293.99	10,700.00	700.00
	INCREASE BASED ON 2018 YTD ACTUALS						
101-265-930.000	REPAIRS	0.00	2,500.00	2,500.00	0.00	0.00	(2,500.00)
	DECREASE BASED ON 2018 YTD ACTUALS						
101-265-930.001	MAINT-EQUIPMENT	35.95	500.00	500.00	0.00	500.00	0.00
101-265-930.200	MAINT-GROUNDS	26.95	500.00	500.00	9.98	500.00	0.00
101-265-930.300	MAINT-BUILDINGS	1,410.55	1,050.00	1,050.00	943.70	2,000.00	950.00
	INCREASE BASED ON 2018 YTD ACTUALS						
101-265-935.000	PROPERTY/LIABILITY INSURANCE	10,224.62	10,000.00	10,000.00	8,789.65	10,000.00	0.00
101-265-940.100	POSTAGE METER LEASE	1,411.29	2,500.00	2,500.00	908.28	2,000.00	(500.00)
	DECREASE BASED ON 2018 YTD ACTUALS						
101-265-955.000	MISC.	43.24	250.00	250.00	0.00	250.00	0.00
101-265-980.000	NEW OFFICE EQUIPMENT & FURNITURE	0.00	8,000.00	8,000.00	0.00	8,000.00	0.00

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Total Dept 265 - TWP HALL & GROUNDS		62,701.76	53,250.00	53,250.00	31,729.94	58,750.00	5,500.00
Dept 266 - LEGAL/ATTORNEY							
101-266-826.000	LEGAL FEES	88,452.21	80,000.00	80,000.00	17,592.30	80,000.00	0.00
Total Dept 266 - LEGAL/ATTORNEY		88,452.21	80,000.00	80,000.00	17,592.30	80,000.00	0.00
Dept 371 - BUILDING							
101-371-702.000	SALARIES & WAGES	73,442.62	75,262.00	75,262.00	43,358.47	78,579.00	3,317.00
	INCREASE BASED ON 2018 YTD ACTUALS-NEW UNION CONTRACT						
101-371-702.500	OVERTIME	1,375.43	1,000.00	1,000.00	502.71	1,000.00	0.00
101-371-708.000	UNEMPLOYMENT	1,800.33	1,238.00	1,238.00	865.80	866.00	(372.00)
	DECREASE BASED ON REDUCED UNEMPLOYMENT RATE FOR 2018-4.81%						
101-371-709.000	EMPLR FICA CONTR	4,620.16	4,764.00	4,764.00	2,640.18	4,934.00	170.00
	INCREASE BASED ON 2018 YTD ACTUALS-NEW UNION CONTRACT						
101-371-711.000	EMPLR MEDICARE CONTR	1,080.51	1,114.00	1,114.00	617.44	1,154.00	40.00
	INCREASE BASED ON 2018 YTD ACTUALS-NEW UNION CONTRACT						
101-371-716.000	EMPLR RETIREMENT CONTR	5,611.34	5,763.00	5,763.00	3,289.61	5,968.00	205.00
	INCREASE BASED ON 2018 YTD ACTUALS-NEW UNION CONTRACT						
101-371-718.000	HEALTH & DENTAL BENEFIT	36,506.78	42,100.00	42,100.00	0.00	0.00	(42,100.00)
	REDUCTION DUE TO MORE DETAILED ACCOUNTING BEGINNING IN 2018						
101-371-718.500	HEALTH INSURANCE	0.00	0.00	0.00	22,779.98	39,000.00	39,000.00
	INCREASE DUE TO MORE DETAILED ACCOUNTING BEGINNING IN 2018						
101-371-718.700	HEALTH INS-EE CONTRIBUTIONS	0.00	0.00	0.00	(1,102.20)	(2,300.00)	(2,300.00)
	DECREASE DUE TO MORE DETAILED ACCOUNTING BEGINNING IN 2018						
101-371-719.000	DENTAL INSURANCE	0.00	0.00	0.00	1,885.38	3,220.00	3,220.00
	INCREASE DUE TO MORE DETAILED ACCOUNTING BEGINNING IN 2018						
101-371-719.800	VISION INSURANCE	0.00	0.00	0.00	29.24	176.00	176.00
	INCREASE DUE TO MORE DETAILED ACCOUNTING BEGINNING IN 2018						
101-371-719.900	VISION INS-EE CONTRIBUTIONS	0.00	0.00	0.00	(14.62)	(87.00)	(87.00)
	DECREASE DUE TO MORE DETAILED ACCOUNTING BEGINNING IN 2018						

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101-371-724.000	WORKER'S COMP	368.50	405.00	405.00	230.16	385.00	(20.00)
	DECREASE BASED ON 2018 YTD ACTUALS-NEW UNION CONTRACT						
101-371-725.000	LIFE & DISABILITY BENEFIT	509.76	570.00	570.00	275.27	580.00	10.00
	INCREASE BASED ON 2018 YTD ACTUALS-NEW UNION CONTRACT						
101-371-752.000	OFFICE SUPPLIES	515.06	400.00	400.00	211.08	400.00	0.00
101-371-754.000	OPERATING SUPPLIES	849.75	500.00	500.00	0.00	500.00	0.00
101-371-759.000	GAS/FUEL	901.67	1,500.00	1,500.00	563.22	1,500.00	0.00
101-371-767.000	UNIFORMS	183.13	100.00	100.00	0.00	100.00	0.00
101-371-775.100	VEHICLE CLEANING	0.00	125.00	125.00	7.00	125.00	0.00
101-371-791.000	SUBSCRIPTIONS & PUBLICATIONS	229.00	500.00	500.00	0.00	500.00	0.00
101-371-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	117,419.40	123,300.00	123,300.00	64,550.39	123,300.00	0.00
101-371-850.000	COMMUNICATIONS	563.75	800.00	800.00	299.46	800.00	0.00
101-371-851.000	MAIL/POSTAGE	13.06	35.00	35.00	20.10	35.00	0.00
101-371-860.000	TRANSPORTATION/MILEAGE REIMBURSEMENT	150.01	250.00	250.00	0.00	250.00	0.00
101-371-880.000	COMMUNITY PROMOTION	595.00	0.00	0.00	0.00	600.00	600.00
	INCREASE DUE TO AD PUBLISHED IN MICHIGAN BUILDER MAGAZINE						
101-371-900.000	PRINTING & PUBLISHING	1,765.00	0.00	0.00	0.00	0.00	0.00
101-371-910.000	PROFESSIONAL DEVELOPMENT	690.00	500.00	500.00	160.00	500.00	0.00
101-371-910.100	SEMINAR LODGING	0.00	500.00	500.00	0.00	500.00	0.00
101-371-910.200	SEMINAR MEALS	159.62	100.00	100.00	57.44	100.00	0.00
101-371-915.000	MEMBERSHIP & DUES	1,072.00	800.00	800.00	883.00	1,100.00	300.00
	INCREASE BASED ON YTD ACTUALS IN 2017 & 2018						
101-371-930.000	VEHICLE REPAIRS & MAINTENANCE	390.30	300.00	300.00	17.00	300.00	0.00
101-371-955.000	MISC.	14.00	0.00	0.00	0.00	0.00	0.00
101-371-980.100	NEW COMPUTER HARDWARE & SOFTWARE	1,727.98	2,000.00	2,000.00	0.00	2,000.00	0.00
Total Dept 371 - BUILDING		252,554.16	263,926.00	263,926.00	142,126.11	266,085.00	2,159.00
Dept 441 - PUBLIC WORKS							
101-441-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	17,307.36	31,500.00	31,500.00	11,440.94	31,500.00	0.00
101-441-920.000	ELECTRIC FOR STREET LIGHTS	20,658.78	21,600.00	21,600.00	11,258.12	22,500.00	900.00

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	INCREASE BASED ON YTD ACTUALS HIGHER THAN EXPECTED IN 2018						
101-441-962.000	DRAINS AT LARGE	25,621.73	26,000.00	26,000.00	26,448.61	26,500.00	500.00
	INCREASE BASED ON YTD ACTUALS HIGHER THAN EXPECTED IN 2018						
101-441-967.000	CONTRIBUTION TO ROAD COMMISSION	271,974.13	95,200.00	95,200.00	0.00	158,000.00	62,800.00
	MERIDIAN ROAD BRIDGE - \$50,000						
	MILLBROOK RD GRAVEL - LINCOLN TO WHITEVILLE - \$8,000						
	MILLBROOK RD GRAVEL- WHITEVILLE TO MERIDIAN - \$8,000						
	VALLEY ROAD GRAVEL-ISABELLA TO SUMMERTON - \$16,000						
	WHITEVILLE RD GRAVEL-RIVER TO BASELINE - \$16,000						
	DEERFIELD ROAD LIMESTONE - CRAWFORD TO LINCOLN - \$30,000						
	DEERFIELD ROAD LIMESTONE - LINCOLN TO WHITEVILLE - \$30,000						
101-441-967.100	CONTRIBUTION TO AIRPORT IMPROVEMENTS	0.00	10,000.00	10,000.00	0.00	10,000.00	0.00
101-441-970.100	SIDEWALKS AND NON MOTORIZED PATHS	3,455.00	100,000.00	100,000.00	0.00	100,000.00	0.00
Total Dept 441 - PUBLIC WORKS		339,017.00	284,300.00	284,300.00	49,147.67	348,500.00	64,200.00
Dept 701 - PLANNING							
101-701-702.000	SALARIES & WAGES	53,330.51	84,933.00	84,933.00	33,400.54	87,816.00	2,883.00
	INCREASE BASED ON 2018 YTD ACTUALS-NEW UNION CONTRACT						
101-701-707.000	PER DIEM	13,650.00	16,255.00	16,255.00	6,180.00	14,000.00	(2,255.00)
	DECREASE BASED ON 2017 & 2018 YTD ACTUALS						
101-701-708.000	UNEMPLOYMENT	619.20	1,307.00	1,307.00	530.83	914.00	(393.00)
	DECREASE BASED ON REDUCED UNEMPLOYMENT RATE FOR 2018-4.81%						
101-701-709.000	EMPLR FICA CONTR	4,103.20	5,266.00	5,266.00	2,399.25	6,452.00	1,186.00
	INCREASE BASED ON 2018 YTD ACTUALS-NEW UNION CONTRACT						
101-701-711.000	EMPLR MEDICARE CONTR	959.63	1,232.00	1,232.00	561.12	1,509.00	277.00
	INCREASE BASED ON 2018 YTD ACTUALS-NEW UNION CONTRACT						
101-701-716.000	EMPLR RETIREMENT CONTR	3,894.69	6,295.00	6,295.00	2,213.89	6,511.00	216.00
	INCREASE BASED ON 2018 YTD ACTUALS-NEW UNION CONTRACT						
101-701-718.000	HEALTH & DENTAL BENEFIT	9,040.39	20,500.00	20,500.00	0.00	0.00	(20,500.00)
	REDUCTION DUE TO MORE DETAILED ACCOUNTING BEGINNING IN 2018						

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101-701-718.500	HEALTH INSURANCE	0.00	0.00	0.00	11,407.96	29,250.00	29,250.00
	INCREASE DUE TO MORE DETAILED ACCOUNTING BEGINNING IN 2018						
101-701-718.700	HEALTH INS-EE CONTRIBUTIONS	0.00	0.00	0.00	(422.24)	(1,320.00)	(1,320.00)
	REDUCTION DUE TO MORE DETAILED ACCOUNTING BEGINNING IN 2018						
101-701-719.000	DENTAL INSURANCE	0.00	0.00	0.00	513.83	1,320.00	1,320.00
	INCREASE DUE TO MORE DETAILED ACCOUNTING BEGINNING IN 2018						
101-701-719.800	VISION INSURANCE	0.00	0.00	0.00	19.08	173.00	173.00
	INCREASE DUE TO MORE DETAILED ACCOUNTING BEGINNING IN 2018						
101-701-719.900	VISION INS-EE CONTRIBUTIONS	0.00	0.00	0.00	(9.54)	(86.00)	(86.00)
	INCREASE DUE TO MORE DETAILED ACCOUNTING BEGINNING IN 2018						
101-701-724.000	WORKER'S COMP	371.58	575.00	575.00	230.52	588.00	13.00
	INCREASE BASED ON 2018 YTD ACTUALS						
101-701-725.000	LIFE & DISABILITY BENEFIT	304.80	640.00	640.00	195.58	640.00	0.00
101-701-752.000	OFFICE SUPPLIES	14.95	250.00	250.00	22.25	250.00	0.00
101-701-767.000	UNIFORMS	54.50	100.00	100.00	49.50	100.00	0.00
101-701-791.000	SUBSCRIPTIONS & PUBLICATIONS	24.53	100.00	100.00	0.00	100.00	0.00
101-701-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	17,239.20	68,100.00	68,100.00	2,982.50	52,000.00	(16,100.00)
	MUNICODE \$1000						
	WEED ABATEMENTS \$1000						
	ZONING CODE UPDATE \$40,000 - LESS THAN ORIGINALLY BUDGETED						
	DEVELOPMENT REVIEW IMPLEMENTATION-FILING CABINETS FOR BLUE PRINTS,ETC \$5,000 - MOVED \$5,000 TO 2019 BUDGET YEAR						
	SIDEWALK/PATHWAY PLANNING-ROWE INC. \$5,000						
101-701-851.000	MAIL/POSTAGE	22.95	0.00	0.00	6.23	0.00	0.00
101-701-860.000	TRANSPORTATION/MILEAGE REIMBURSEMENT	0.00	600.00	600.00	0.00	600.00	0.00
101-701-900.000	PRINTING & PUBLISHING	9,445.70	10,000.00	10,000.00	3,062.05	10,000.00	0.00
101-701-910.000	PROFESSIONAL DEVELOPMENT	826.30	1,795.00	1,795.00	218.00	1,795.00	0.00
101-701-910.100	SEMINAR LODGING	0.00	400.00	400.00	0.00	400.00	0.00
101-701-910.200	SEMINAR MEALS	0.00	150.00	150.00	0.00	150.00	0.00
101-701-915.000	MEMBERSHIP & DUES	540.00	1,000.00	1,000.00	800.00	1,000.00	0.00
101-701-955.000	MISC.	69.31	250.00	250.00	29.26	250.00	0.00

Charter Township of Union
101 - General Fund
2018 Proposed Budget Amendment #3

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2017	2018 ORIGINAL BUDGET	2018 AMENDED BUDGET	YTD Balance 7/31/2018	2018 PROPOSED AMENDED BUDGET	2018 PROPOSED BUDGET AMENDMENT
Total Dept 701 - PLANNING		114,511.44	219,748.00	219,748.00	64,390.61	214,412.00	(5,336.00)
Dept 751 - PARKS & RECREATION							
101-751-702.000	SALARIES & WAGES	19,647.18	24,500.00	24,500.00	9,791.94	32,545.00	8,045.00
	INCREASE BASED ON 2018 YTD ACTUALS-NEW UNION CONTRACT/ORIGINAL BUDGET AMOUNT WAS ENTERED IN ERROR						
101-751-702.500	OVERTIME	1,348.14	4,400.00	4,400.00	2,693.24	3,800.00	(600.00)
	DECREASE BASED ON 2017 & 2018 YTD ACTUALS						
101-751-708.000	UNEMPLOYMENT	1,428.02	1,852.00	1,852.00	838.45	1,421.00	(431.00)
	DECREASE BASED ON REDUCED UNEMPLOYMENT RATE FOR 2018-4.81%						
101-751-709.000	EMPLR FICA CONTR	1,743.96	3,413.00	3,413.00	1,166.04	3,675.00	262.00
	INCREASE BASED ON 2018 YTD ACTUALS-NEW UNION CONTRACT						
101-751-711.000	EMPLR MEDICARE CONTR	407.88	798.00	798.00	272.68	860.00	62.00
	INCREASE BASED ON 2018 YTD ACTUALS-NEW UNION CONTRACT						
101-751-712.000	TEMPORARY LABOR	7,136.32	26,156.00	26,156.00	6,658.06	22,932.00	(3,224.00)
	DECREASE BASED ON 2017 & 2018 YTD ACTUALS						
101-751-716.000	EMPLR RETIREMENT CONTR	1,314.64	2,025.00	2,025.00	900.89	2,628.00	603.00
	INCREASE BASED ON 2018 YTD ACTUALS-NEW UNION CONTRACT						
101-751-718.000	HEALTH & DENTAL BENEFIT	1,121.48	23,400.00	23,400.00	0.00	0.00	(23,400.00)
	REDUCTION DUE TO MORE DETAILED ACCOUNTING BEGINNING IN 2018						
101-751-718.500	HEALTH INSURANCE	0.00	0.00	0.00	4,979.92	12,700.00	12,700.00
	INCREASE DUE TO MORE DETAILED ACCOUNTING BEGINNING IN 2018						
101-751-718.700	HEALTH INS-EE CONTRIBUTIONS	0.00	0.00	0.00	(274.97)	(890.00)	(890.00)
	REDUCTION DUE TO MORE DETAILED ACCOUNTING BEGINNING IN 2018						
101-751-719.000	DENTAL INSURANCE	0.00	0.00	0.00	409.34	1,080.00	1,080.00
	INCREASE DUE TO MORE DETAILED ACCOUNTING BEGINNING IN 2018						
101-751-719.800	VISION INSURANCE	0.00	0.00	0.00	23.55	156.00	156.00
	INCREASE DUE TO MORE DETAILED ACCOUNTING BEGINNING IN 2018						
101-751-719.900	VISION INS-EE CONTRIBUTIONS	0.00	0.00	0.00	(11.78)	(78.00)	(78.00)
	REDUCTION DUE TO MORE DETAILED ACCOUNTING BEGINNING IN 2018						
101-751-724.000	WORKER'S COMP	545.30	1,208.00	1,208.00	387.43	1,242.00	34.00

Charter Township of Union
101 - General Fund
2018 Proposed Budget Amendment #3

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2017	2018 ORIGINAL BUDGET	2018 AMENDED BUDGET	YTD Balance 7/31/2018	2018 PROPOSED AMENDED BUDGET	2018 PROPOSED BUDGET AMENDMENT
	INCREASE BASED ON 2018 YTD ACTUALS						
101-751-725.000	LIFE & DISABILITY BENEFIT	128.24	260.00	260.00	(30.65)	260.00	0.00
101-751-754.000	OPERATING SUPPLIES	2,916.86	4,000.00	4,000.00	2,304.47	4,000.00	0.00
101-751-759.000	GAS/FUEL	1,241.40	2,500.00	2,500.00	778.54	2,000.00	(500.00)
	DECREASE BASED ON 2018 YTD ACTUALS						
101-751-767.000	UNIFORMS	121.67	500.00	500.00	264.16	500.00	0.00
101-751-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	4,385.46	31,000.00	31,000.00	2,008.42	16,000.00	(15,000.00)
	DECREASE BASED ON PARKS PLAN UPDATE TO BE DONE IN 2019						
101-751-850.000	COMMUNICATIONS	362.35	600.00	600.00	0.00	0.00	(600.00)
	DECREASE BASED ON PHONE SERVICE AT JAMESON HALL TERMINATED						
101-751-860.000	TRANSPORTATION/MILEAGE REIMBURSEMENT	0.00	100.00	100.00	0.00	100.00	0.00
101-751-890.000	SAFETY	27.00	1,000.00	1,000.00	62.43	1,000.00	0.00
101-751-900.000	PRINTING & PUBLISHING	532.42	500.00	500.00	126.75	500.00	0.00
101-751-910.000	PROFESSIONAL DEVELOPMENT	0.00	1,600.00	1,600.00	0.00	1,600.00	0.00
101-751-917.000	WATER & SEWER QTR. BILLING	3,508.35	4,500.00	4,500.00	1,475.59	4,000.00	(500.00)
	DECREASE BASED ON 2017 & 2018 YTD ACTUALS						
101-751-920.000	ELECTRIC/NATURAL GAS	4,400.60	6,250.00	6,250.00	2,559.61	5,200.00	(1,050.00)
	DECREASE BASED ON 2017 & 2018 YTD ACTUALS						
101-751-930.000	REPAIRS	0.00	5,000.00	5,000.00	0.00	0.00	(5,000.00)
	DECREASE BASED ON 2017 & 2018 YTD ACTUALS						
101-751-930.001	MAINT-EQUIPMENT	1,338.80	2,000.00	2,000.00	252.87	7,000.00	5,000.00
	INCREASED FOR REPAIR OF PLAYGROUND EQUIPMENT, NEW MERRY-GO-ROUND AT MCDONALD PARK						
101-751-930.200	MAINT-GROUNDS	11,626.36	12,500.00	12,500.00	514.96	12,500.00	0.00
101-751-930.250	MAINT-DOG PARK	1,800.00	4,000.00	4,000.00	1,750.00	4,000.00	0.00
101-751-930.300	MAINT-BUILDINGS	2,115.71	2,500.00	2,500.00	1,085.05	2,500.00	0.00
101-751-933.000	MAINT-VEHICLES	115.40	500.00	500.00	0.00	500.00	0.00
101-751-955.000	MISC.	0.00	150.00	150.00	161.11	200.00	50.00
	INCREASE BASED ON 2018 YTD ACTUALS						
101-751-967.000	PROJECTS	43,000.00	37,000.00	37,000.00	37,000.00	37,000.00	0.00
101-751-977.000	NEW EQUIPMENT PURCHASE	0.00	6,500.00	6,500.00	0.00	6,500.00	0.00

Charter Township of Union
101 - General Fund
2018 Proposed Budget Amendment #3

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2017	2018 ORIGINAL BUDGET	2018 AMENDED BUDGET	YTD Balance 7/31/2018	2018 PROPOSED AMENDED BUDGET	2018 PROPOSED BUDGET AMENDMENT
Total Dept 751 - PARKS & RECREATION		112,313.54	210,712.00	210,712.00	78,148.10	187,431.00	(23,281.00)
Dept 901 - CAPITAL OUTLAY							
101-901-976.305	CAPITAL OUTLAY-PICNIC TABLES	4,353.00	0.00	0.00	0.00	0.00	0.00
101-901-976.302	CAPITAL OUTLAY-TOWNSHIP HALL	0.00	0.00	0.00	0.00	10,000.00	10,000.00
	NEW VIDEO EQUIPMENT INSTALLATION IN THE BOARD ROOM						
Total Dept 901 - CAPITAL OUTLAY		4,353.00	0.00	0.00	0.00	10,000.00	10,000.00
Dept 910 - DEBT SERVICE-LEASES							
101-910-991.500	LEASE PAYABLE PRINCIPAL	9,759.96	9,600.00	9,600.00	5,284.92	10,575.00	975.00
101-910-992.500	LEASE PAYABLE INTEREST	3,529.80	3,700.00	3,700.00	1,359.96	2,725.00	(975.00)
Total Dept 910 - DEBT SERVICE-LEASES		13,289.76	13,300.00	13,300.00	6,644.88	13,300.00	0.00
TOTAL EXPENDITURES/APPROPRIATIONS		1,562,124.01	1,803,899.00	1,812,366.00	730,328.34	1,881,924.00	69,558.00
TOTAL REVENUES		2,017,862.34	1,884,800.00	1,884,800.00	846,337.17	1,973,505.00	88,705.00
TOTAL EXPENDITURES		1,562,124.01	1,803,899.00	1,812,366.00	730,328.34	1,881,924.00	69,558.00
NET OF REVENUES/APPROPRIATIONS-FUND 101		455,738.33	80,901.00	72,434.00	116,008.83	91,581.00	19,147.00
BEGINNING FUND BALANCE		3,114,488.00	3,570,226.33	3,570,226.33	3,570,226.33	3,570,226.33	0.00
ENDING FUND BALANCE		3,570,226.33	3,651,127.33	3,642,660.33	3,686,235.16	3,661,807.33	

Charter Township of Union
206 - Fire Fund
2018 Proposed Budget Amendment #3

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2017	2018 ORIGINAL BUDGET	2018 AMENDED BUDGET	YTD Balance 8/6/2018	2018 PROPOSED AMENDED BUDGET	2018 PROPOSED BUDGET AMENDMENT
ESTIMATED REVENUES							
206-000-402.000	CURRENT REAL PROPERTY TAX	600,341.06	600,000.00	600,000.00	595,618.75	595,619.00	(4,381.00)
	DECREASE BASED ON 2018 YTD ACTUALS						
206-000-402.001	PROPERTY TAX REFUNDS-MTT	(12,693.08)	(10,000.00)	(10,000.00)	0.00	(10,000.00)	0.00
206-000-402.002	PILOT TAX	4,165.30	0.00	0.00	2,144.29	6,200.00	6,200.00
	INCREASE BASED ON 2017 & 2018 YTD ACTUALS						
206-000-420.000	DELQ PERSONAL PROPERTY TAXES	2,980.85	1,000.00	1,000.00	271.72	1,000.00	0.00
206-000-445.000	INTEREST ON TAXES	362.28	350.00	350.00	92.77	350.00	0.00
206-000-543.000	STATE GRANT-PUBLIC SAFETY	5,441.23	0.00	0.00	0.00	5,500.00	5,500.00
	INCREASE BASED ON 2017 YTD ACTUALS						
206-000-573.000	STATE AID REVENUE-LCSA	0.00	0.00	0.00	13,863.35	13,863.00	13,863.00
	INCREASE BASED ON 2018 YTD ACTUALS						
206-000-600.200	FIRE PROTECTION - EDDA	61,665.00	61,000.00	61,000.00	64,013.00	64,000.00	3,000.00
	INCREASE BASED ON 2018 YTD ACTUALS						
206-000-600.300	FIRE PROTECTION - WDDA	39,506.00	39,500.00	39,500.00	45,642.00	45,600.00	6,100.00
	INCREASE BASED ON 2018 YTD ACTUALS						
206-000-665.000	INTEREST EARNED	12,063.63	10,000.00	10,000.00	11,209.49	18,000.00	8,000.00
	INCREASE BASED ON 2017 & 2018 YTD ACTUALS						
206-000-673.000	GAIN/LOSS ON SALE(DISPOSAL)OF ASSETS	0.00	30,000.00	30,000.00	0.00	0.00	(30,000.00)
	DECREASE BASED ON SALE OF 1998 FIRE TRUCK IN 2019 INSTEAD OF 2018						
TOTAL ESTIMATED REVENUES		713,832.27	731,850.00	731,850.00	732,855.37	740,132.00	8,282.00

Charter Township of Union
206 - Fire Fund
2018 Proposed Budget Amendment #3

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2017	2018 ORIGINAL BUDGET	2018 AMENDED BUDGET	YTD Balance 8/6/2018	2018 PROPOSED AMENDED BUDGET	2018 PROPOSED BUDGET AMENDMENT
EXPENDITURES							
Dept 336 - FIRE DEPARTMENT							
206-336-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	684,000.00	699,000.00	699,000.00	524,250.00	699,000.00	0.00
Total Dept 336 - FIRE DEPARTMENT		684,000.00	699,000.00	699,000.00	524,250.00	699,000.00	0.00
Dept 901 - CAPITAL OUTLAY							
206-901-976.312	CAPITAL OUTLAY-FIRE TRUCK	0.00	450,000.00	450,000.00	0.00	0.00	(450,000.00)
DECREASE BASED ON FIRE TRUCK DELIVERY IN 2019 INSTEAD OF 2018							
Total Dept 901 - CAPITAL OUTLAY		0.00	450,000.00	450,000.00	0.00	0.00	(450,000.00)
TOTAL APPROPRIATIONS		684,000.00	1,149,000.00	1,149,000.00	524,250.00	699,000.00	(450,000.00)
TOTAL REVENUES		713,832.27	731,850.00	731,850.00	732,855.37	740,132.00	8,282.00
TOTAL EXPENDITURES/APPROPRIATIONS		684,000.00	1,149,000.00	1,149,000.00	524,250.00	699,000.00	(450,000.00)
NET OF REVENUES & EXPENDITURES - FUND 206		29,832.27	(417,150.00)	(417,150.00)	208,605.37	41,132.00	458,282.00
BEGINNING FUND BALANCE		1,095,751.00	1,125,583.27	1,125,583.27	1,125,583.27	1,125,583.27	0.00
ENDING FUND BALANCE		1,125,583.27	708,433.27	708,433.27	1,334,188.64	1,166,715.27	

Charter Township of Union
245 - Special Assessment Fund
2018 Proposed Budget Amendment #3

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2017	2018 ORIGINAL BUDGET	2018 AMENDED BUDGET	YTD Balance 8/7/2018	2018 PROPOSED AMENDED BUDGET	2018 PROPOSED BUDGET AMENDMENT
Revenues							
245-000-665.000	INTEREST EARNED	818.42	200.00	200.00	1,184.13	2,000.00	1,800.00
	INCREASE BUDGET BASED ON 2018 YTD ACTUALS						
245-000-672.102	REVENUE-CORVALLIS SPEC ASSESS	8,277.54	7,000.00	7,000.00	4,966.21	7,000.00	0.00
245-000-672.103	REVENUE-MEADOWBROOK SPEC ASSESS	4,644.15	7,000.00	7,000.00	1,035.18	3,500.00	(3,500.00)
	DECREASE BUDGET BASED ON 2018 YTD ACTUALS						
245-000-672.104	REVENUE-STONERIDGE SPEC ASSESS	4,329.50	4,000.00	4,000.00	0.00	3,800.00	(200.00)
	DECREASE BUDGET BASED ON 2018 YTD ACTUALS						
245-000-672.105	REVENUE-COMMON MEADOW/STONE SPEC ASSE	1,944.39	1,500.00	1,500.00	313.36	1,600.00	100.00
	INCREASE BUDGET BASED ON 2018 YTD ACTUALS						
245-000-672.106	REVENUE-MCDONALD DRIVE SPEC ASSESS	5,950.56	4,000.00	4,000.00	2,833.60	5,500.00	1,500.00
	INCREASE BUDGET BASED ON 2018 YTD ACTUALS						
245-000-672.107	REVENUE-GREEN ACRES SPEC ASSESS	3,921.50	4,000.00	4,000.00	1,023.00	3,700.00	(300.00)
	DECREASE BUDGET BASED ON 2018 YTD ACTUALS						
245-000-672.108	REVENUE-THE OAKS SPEC ASSESS	7,133.22	7,000.00	7,000.00	1,273.79	6,000.00	(1,000.00)
	DECREASE BUDGET BASED ON 2018 YTD ACTUALS						
245-000-672.109	REVENUE-BLGRAS/ISB SIDEWALK	7,508.30	5,000.00	5,000.00	3,178.43	7,000.00	2,000.00
	INCREASE BUDGET BASED ON 2018 YTD ACTUALS						
TOTAL REVENUES		44,527.58	39,700.00	39,700.00	15,807.70	40,100.00	400.00

Charter Township of Union
245 - Special Assessment Fund
2018 Proposed Budget Amendment #3

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2017	2018 ORIGINAL BUDGET	2018 AMENDED BUDGET	YTD Balance 8/7/2018	2018 PROPOSED AMENDED BUDGET	2018 PROPOSED BUDGET AMENDMENT
TOTAL REVENUES		44,527.58	39,700.00	39,700.00	15,807.70	40,100.00	400.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		44,527.58	39,700.00	39,700.00	15,807.70	40,100.00	400.00
BEGINNING FUND BALANCE		108,670.00	153,197.58	153,197.58	153,197.58	153,197.58	0.00
ENDING FUND BALANCE		153,197.58	192,897.58	192,897.58	169,005.28	193,297.58	

Charter Township of Union
248 - East Downtown Development Authority Fund
2018 Proposed Budget Amendment #3

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2017	2018 ORIGINAL BUDGET	2018 AMENDED BUDGET	YTD Balance 8/7/2018	2018 PROPOSED AMENDED BUDGET	2018 PROPOSED BUDGET AMENDMENT
Revenues							
248-000-402.000	CURRENT PROPERTY TAX	441,993.16	387,500.00	387,500.00	395,403.52	395,404.00	7,904.00
	INCREASE BUDGET BASED ON 2018 ACTUALS						
248-000-402.001	PROPERTY TAX REFUNDS-BOR MTT	0.00	(4,000.00)	(4,000.00)	0.00	(4,000.00)	0.00
248-000-402.100	PRIOR YEARS PROPERTY TAXES	0.00	(250.00)	(250.00)	0.00	(250.00)	0.00
248-000-420.000	DELQ PERSONAL PROPERTY CAPT	1,860.58	2,000.00	2,000.00	0.00	1,000.00	(1,000.00)
	DECREASE BUDGET BASED ON 2018 ACTUALS						
248-000-445.000	INTEREST ON TAXES	1,029.32	500.00	500.00	318.88	500.00	0.00
248-000-573.000	STATE AID REVENUE-LCSA	55,909.05	30,000.00	30,000.00	0.00	50,000.00	20,000.00
	INCREASE BUDGET BASED ON AMOUNT ON FORM 5176 FILED WITH THE STATE						
248-000-665.000	INTEREST EARNED	7,332.51	6,300.00	6,300.00	9,379.84	15,000.00	8,700.00
	INCREASE BUDGET BASED ON 2018 ACTUALS						
248-000-671.000	OTHER REVENUE	67.55	100.00	100.00	11,165.54	11,100.00	11,000.00
	INCREASE FOR INSURANCE CLAIM ON DAMAGED LIGHT POLE						
TOTAL REVENUES		508,192.17	422,150.00	422,150.00	416,267.78	468,754.00	46,604.00

Charter Township of Union
248 - East Downtown Development Authority Fund
2018 Proposed Budget Amendment #3

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2017	2018 ORIGINAL BUDGET	2018 AMENDED BUDGET	YTD Balance 8/7/2018	2018 PROPOSED AMENDED BUDGET	2018 PROPOSED BUDGET AMENDMENT
Expenditures							
248-000-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	4,311.71	5,570.00	5,570.00	2,329.75	5,570.00	0.00
248-000-801.003	SIDEWALK SNOWPLOWING	2,075.00	5,500.00	5,500.00	2,350.00	5,500.00	0.00
248-000-801.004	RIGHT OF WAY LAWN CARE	10,000.00	13,000.00	13,000.00	0.00	15,500.00	2,500.00
INCREASE FOR WEED ABATEMENT APPROVED BY THE BOARD							
248-000-801.005	IRRIGATION / LIGHTING REPAIRS	26,809.84	11,200.00	11,200.00	10,358.95	26,600.00	15,400.00
INCREASE BUDGET BASED ON 2017 & 2018 ACTUALS							
248-000-801.007	FLOWER / LANDSCAPE MAINTENANCE	16,318.00	18,000.00	18,000.00	11,154.50	18,000.00	0.00
248-000-801.015	STREET LIGHT BANNERS/CHRISTMAS	15,140.00	23,600.00	23,600.00	6,390.50	20,000.00	(3,600.00)
NORMAL BANNER WORK - \$9,000 HOLIDAY LIGHTING - \$11,000							
248-000-826.000	LEGAL FEES	0.00	500.00	500.00	0.00	500.00	0.00
248-000-880.000	COMMUNITY PROMOTION	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	0.00
248-000-900.000	PRINTING & PUBLISHING	246.78	250.00	250.00	0.00	250.00	0.00
248-000-917.000	WATER TO IRRIGATION SYSTEM	12,997.92	12,500.00	12,500.00	3,290.54	12,500.00	0.00
248-000-920.000	ELECTRIC/NATURAL GAS	9,982.30	10,500.00	10,500.00	5,312.07	12,000.00	1,500.00
INCREASE BUDGET BASED ON ADDITIONAL CHRISTMAS LIGHTS							
248-000-935.000	PROPERTY/LIABILITY INSURANCE	1,404.25	1,400.00	1,400.00	1,206.98	1,400.00	0.00
248-000-940.000	LEASE/RENT	550.00	700.00	700.00	550.00	700.00	0.00
248-000-955.000	MISC.	0.00	0.00	0.00	7.00	0.00	0.00
248-000-967.000	PROJECTS	0.00	150,000.00	150,000.00	0.00	150,000.00	0.00
		104,835.80	257,720.00	257,720.00	47,950.29	273,520.00	15,800.00
Dept 336 - FIRE DEPARTMENT							
248-336-830.000	PUBLIC SAFETY - FIRE PROTECTION	61,665.00	61,600.00	61,600.00	64,013.00	64,000.00	2,400.00
INCREASE BUDGET BASED ON 2018 ACTUALS							
Total Dept 336 - FIRE DEPARTMENT		61,665.00	61,600.00	61,600.00	64,013.00	64,000.00	2,400.00

Charter Township of Union
248 - East Downtown Development Authority Fund
2018 Proposed Budget Amendment #3

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2017	2018 ORIGINAL BUDGET	2018 AMENDED BUDGET	YTD Balance 8/7/2018	2018 PROPOSED AMENDED BUDGET	2018 PROPOSED BUDGET AMENDMENT
Dept 728 - ECONOMIC DEVELOPMENT							
248-728-967.200	WATER SYSTEM PROJECTS	0.00	0.00	135,000.00	12,750.50	135,000.00	0.00
248-728-967.300	SEWER SYSTEM PROJECTS	0.00	0.00	215,000.00	4,479.00	215,000.00	0.00
248-728-967.400	STREET/ROAD PROJECTS	0.00	0.00	160,000.00	0.00	160,000.00	0.00
Total Dept 728 - ECONOMIC DEVELOPMENT		0.00	0.00	510,000.00	17,229.50	510,000.00	0.00
TOTAL EXPENDITURES		166,500.80	319,320.00	829,320.00	129,192.79	847,520.00	18,200.00
TOTAL REVENUES		508,192.17	422,150.00	422,150.00	416,267.78	468,754.00	46,604.00
TOTAL EXPENDITURES		166,500.80	319,320.00	829,320.00	129,192.79	847,520.00	18,200.00
NET OF REVENUES & EXPENDITURES		341,691.37	102,830.00	(407,170.00)	287,074.99	(378,766.00)	28,404.00
BEGINNING FUND BALANCE		760,825.00	1,102,518.00	1,102,518.00	1,102,518.00	1,102,518.00	0.00
ENDING FUND BALANCE		1,102,518.00	1,205,348.00	695,348.00	1,389,592.99	723,752.00	

Charter Township of Union
250 - West Downtown Development Authority Fund
2018 Proposed Budget Amendment #3

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2017	2018 ORIGINAL BUDGET	2018 AMENDED BUDGET	YTD Balance 8/7/2018	2018 PROPOSED AMENDED BUDGET	2018 PROPOSED BUDGET AMENDMENT
Revenues							
250-000-402.000	CURRENT PROPERTY TAX	494,598.66	490,000.00	490,000.00	601,336.22	601,300.00	111,300.00
	INCREASE BASED ON 2018 YTD ACTUALS-ORIGINAL BUDGET WAS CALCULATION ERROR						
250-000-402.001	PROPERTY TAX REFUNDS-BOR MTT	0.00	(4,000.00)	(4,000.00)	(139.29)	(4,000.00)	0.00
250-000-420.000	DELQ PERSONAL PROPERTY CAPT	279.02	600.00	600.00	0.00	200.00	(400.00)
	DECREASE BASED ON 2018 YTD ACTUALS						
250-000-445.000	INTEREST ON TAXES	219.52	250.00	250.00	86.02	250.00	0.00
250-000-665.000	INTEREST EARNED	1,581.61	1,700.00	1,700.00	1,079.17	4,000.00	2,300.00
	INCREASE BASED ON 2018 YTD ACTUALS						
TOTAL REVENUES		496,678.81	488,550.00	488,550.00	602,362.12	601,750.00	113,200.00
Expenditures							
250-000-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	400.00	870.00	870.00	300.00	870.00	0.00
250-000-967.000	PROJECTS	0.00	150,000.00	150,000.00	0.00	0.00	(150,000.00)
	MOVED \$100,000 TO 967.400 FOR THE LINCOLN RD SOUTH OF THE BRIDGE PROJECT						
	MOVED \$50,000 TO 967.500 FOR SIDEWALKS						
250-000-967.400	STREET/ROAD PROJECTS	300,000.00	0.00	170,000.00	0.00	330,000.00	160,000.00
	CONTRIBUTION TO ROAD COMMISSION FOR LINCOLN ROAD WORK FROM BROOMFIELD TO BRIDGE						
		300,400.00	150,870.00	320,870.00	300.00	330,870.00	10,000.00
Dept 336 - FIRE DEPARTMENT							
250-336-830.000	PUBLIC SAFETY - FIRE PROTECTION	39,506.00	39,500.00	39,500.00	45,642.00	45,600.00	6,100.00
Total Dept 336 - FIRE DEPARTMENT		39,506.00	39,500.00	39,500.00	45,642.00	45,600.00	6,100.00

Dept 728 - ECONOMIC DEVELOPMENT							
250-728-967.300	SEWER SYSTEM PROJECTS	0.00	0.00	200,000.00	4,048.00	200,000.00	0.00
250-728-967.500	SIDEWALK PROJECTS	0.00	0.00	20,000.00	0.00	70,000.00	50,000.00
LINCOLN RD SIDEWALKS \$20,000 IN 4-25-18 BUDGET AMENDMENT							
LINCOLN RD SIDEWALKS MOVED \$50,000 FROM 967.000 ORIGINAL BUDGET							
Total Dept 728 - ECONOMIC DEVELOPMENT		0.00	0.00	220,000.00	4,048.00	270,000.00	50,000.00
Dept 996 - TRANSFER OUT							
250-996-999.396	TRANSFER OUT TO WDDA G/O DEBT SERVICE	260,000.00	272,642.00	272,642.00	272,650.00	272,650.00	8.00
Total Dept 996 - TRANSFER OUT		260,000.00	272,642.00	272,642.00	272,650.00	272,650.00	8.00
TOTAL EXPENDITURES		599,906.00	463,012.00	853,012.00	322,640.00	919,120.00	66,108.00
TOTAL REVENUES		496,678.81	488,550.00	488,550.00	602,362.12	601,750.00	113,200.00
TOTAL EXPENDITURES		599,906.00	463,012.00	853,012.00	322,640.00	919,120.00	66,108.00
NET OF REVENUES & EXPENDITURES		(103,227.19)	25,538.00	(364,462.00)	279,722.12	(317,370.00)	47,092.00
BEGINNING FUND BALANCE		847,595.00	744,367.81	744,367.81	744,367.81	744,367.81	0.00
ENDING FUND BALANCE		744,367.81	769,905.81	379,905.81	1,024,089.93	426,997.81	

Charter Township of Union
288 - Tribal 2% Fund
2018 Proposed Budget Amendment #3

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2017	2018 ORIGINAL BUDGET	2018 AMENDED BUDGET	YTD Balance 8/7/2018	2018 PROPOSED AMENDED BUDGET	2018 PROPOSED BUDGET AMENDMENT
Estimated Revenues							
288-000-582.000	CONTRIBUTION FROM TRIBE	0.00	0.00	0.00	180,000.00	180,000.00	180,000.00
	INCREASE FOR ICRC CONTRACT FOR INTERSECTION WORK ON ISABELLA RD						
288-000-665.000	INTEREST EARNED	203.00	0.00	0.00	654.42	1,800.00	1,800.00
	INCREASE BASED ON 2018 ACTUALS						
TOTAL REVENUES		203.00	0.00	0.00	180,654.42	181,800.00	181,800.00
Estimated Appropriations							
288-728-967.400	STREET/ROAD PROJECTS	0.00	0.00	0.00	0.00	180,000.00	180,000.00
	INCREASE FOR ICRC CONTRACT FOR INTERSECTION WORK ON ISABELLA RD						
TOTAL APPROPRIATIONS		0.00	0.00	0.00	0.00	180,000.00	180,000.00
TOTAL REVENUES		203.00	0.00	0.00	180,654.42	181,800.00	181,800.00
TOTAL EXPENDITURES/APPROPRIATIONS		0.00	0.00	0.00	0.00	180,000.00	180,000.00
NET OF REVENUES & EXPENDITURES		203.00	0.00	0.00	180,654.42	1,800.00	1,800.00
BEGINNING FUND BALANCE		29,704.00	29,907.00	29,907.00	29,907.00	29,907.00	0.00
ENDING FUND BALANCE		29,907.00	29,907.00	29,907.00	210,561.42	31,707.00	

Charter Township of Union
590 - Sewer Fund
2018 Proposed Budget Amendment #3

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2017	2018 ORIGINAL BUDGET	2018 AMENDED BUDGET	YTD Balance 8/8/2018	2018 PROPOSED AMENDED BUDGET	2018 PROPOSED BUDGET AMENDMENT
Revenues							
590-000-456.000	CONNECTION FEE	149,448.00	100,000.00	100,000.00	21,509.25	100,000.00	0.00
590-000-539.000	STATE GRANTS	2,435.57	429,000.00	429,000.00	0.00	429,000.00	0.00
590-000-627.000	SERVICE	1,270,280.46	1,296,000.00	1,296,000.00	637,499.68	1,296,000.00	0.00
590-000-627.100	DELINQUENT SEWER	(435.16)	(1,500.00)	(1,500.00)	0.00	(1,500.00)	0.00
590-000-628.000	INSPECTION FEE	5,000.00	0.00	0.00	1,000.00	1,000.00	1,000.00
	INCREASE BUDGET BASED ON 2018 ACTUALS						
590-000-655.000	FINES & FORFEITURES	22,993.13	20,500.00	20,500.00	21,330.97	30,000.00	9,500.00
	INCREASE BUDGET BASED ON 2018 ACTUALS						
590-000-665.000	INTEREST EARNED	34,003.68	30,000.00	30,000.00	28,102.71	45,000.00	15,000.00
	INCREASE BUDGET BASED ON 2018 ACTUALS						
590-000-665.100	INTEREST EARNED-SPEC ASSESS	4,645.83	5,600.00	5,600.00	0.00	5,600.00	0.00
590-000-670.000	DEBT RETIREMENT	1,085,064.08	1,074,000.00	1,074,000.00	546,892.43	1,074,000.00	0.00
590-000-670.100	DEBT SERVICE (SEWER 1) CITY ANNEX	1,050.00	0.00	0.00	300.00	1,000.00	1,000.00
	INCREASE BUDGET BASED ON 2018 ACTUALS						
590-000-671.000	OTHER REVENUE	6,782.00	500.00	500.00	897.43	1,000.00	500.00
	INCREASE BUDGET BASED ON 2018 ACTUALS						
590-000-672.500	REVENUE-SPECIAL ASSESS	0.00	23,000.00	23,000.00	20,029.97	23,000.00	0.00
590-000-673.000	GAIN/LOSS ON SALE(DISPOSAL)OF ASSETS	0.00	250.00	250.00	0.00	4,500.00	4,250.00
	INCREASE BUDGET BASED ON TRADE-IN OF FORD TRUCK EXPECTED IN 2018						
TOTAL REVENUES		2,581,267.59	2,977,350.00	2,977,350.00	1,277,562.44	3,008,600.00	31,250.00

Charter Township of Union
590 - Sewer Fund
2018 Proposed Budget Amendment #3

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2017	2018 ORIGINAL BUDGET	2018 AMENDED BUDGET	YTD Balance 8/8/2018	2018 PROPOSED AMENDED BUDGET	2018 PROPOSED BUDGET AMENDMENT
Expenditures							
Dept 536 - WATER/SEWER SYSTEMS							
590-536-702.000	SALARIES & WAGES	213,528.43	242,897.00	242,897.00	126,646.76	233,262.00	(9,635.00)
	DECREASE BASED ON CHANGES IN STAFF IN 2018						
590-536-702.500	OVERTIME	3,015.68	4,950.00	4,950.00	2,699.71	4,950.00	0.00
590-536-708.000	UNEMPLOYMENT	2,509.00	4,174.00	4,174.00	2,023.08	2,510.00	(1,664.00)
	DECREASE BASED ON LOWER UNEMPLOYMENT RATE IN 2018 - 4.81%						
590-536-709.000	EMPLR FICA CONTR	13,533.23	16,044.00	16,044.00	8,159.36	15,252.00	(792.00)
	DECREASE BASED ON CHANGES IN STAFF IN 2018						
590-536-711.000	EMPLR MEDICARE CONTR	3,165.41	3,752.00	3,752.00	1,908.49	3,567.00	(185.00)
	DECREASE BASED ON CHANGES IN STAFF IN 2018						
590-536-712.000	TEMPORARY LABOR	3,667.11	10,920.00	10,920.00	4,532.50	11,440.00	520.00
	INCREASE BASED ON CHANGES IN STAFF IN 2018						
590-536-716.000	EMPLR RETIREMENT CONTR	15,122.73	17,847.00	17,847.00	9,081.95	16,297.00	(1,550.00)
	DECREASE BASED ON CHANGES IN STAFF IN 2018						
590-536-718.000	HEALTH & DENTAL BENEFIT	70,939.85	87,084.00	87,084.00	0.00	0.00	(87,084.00)
	DECREASE DUE TO MORE DETAILED ACCOUNTING BEGINNING IN 2018						
590-536-718.500	HEALTH INSURANCE	0.00	0.00	0.00	37,000.21	58,376.00	58,376.00
	INCREASE DUE TO MORE DETAILED ACCOUNTING BEGINNING IN 2018						
590-536-718.700	HEALTH INS-EE CONTRIBUTIONS	0.00	0.00	0.00	(1,630.90)	(3,492.00)	(3,492.00)
	INCREASE DUE TO MORE DETAILED ACCOUNTING BEGINNING IN 2018						
590-536-719.000	DENTAL INSURANCE	0.00	0.00	0.00	2,086.92	4,356.00	4,356.00
	INCREASE DUE TO MORE DETAILED ACCOUNTING BEGINNING IN 2018						
590-536-719.800	VISION INSURANCE	0.00	0.00	0.00	89.41	314.00	314.00
	INCREASE DUE TO MORE DETAILED ACCOUNTING BEGINNING IN 2018						
590-536-719.900	VISION INS-EE CONTRIBUTIONS	0.00	0.00	0.00	(44.69)	(157.00)	(157.00)
	INCREASE DUE TO MORE DETAILED ACCOUNTING BEGINNING IN 2018						
590-536-724.000	WORKER'S COMP	1,903.18	2,425.00	2,425.00	1,220.23	2,093.00	(332.00)
	DECREASE BASED ON CHANGES IN STAFF IN 2018						
590-536-725.000	LIFE & DISABILITY BENEFIT	1,007.74	1,224.00	1,224.00	683.87	1,303.00	79.00
	INCREASE BASED ON CHANGES IN STAFF IN 2018						
590-536-726.000	COMPENSATED ABSENCES	(2,966.16)	0.00	0.00	0.00	0.00	0.00

Charter Township of Union
590 - Sewer Fund
2018 Proposed Budget Amendment #3

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2017	2018 ORIGINAL BUDGET	2018 AMENDED BUDGET	YTD Balance 8/8/2018	2018 PROPOSED AMENDED BUDGET	2018 PROPOSED BUDGET AMENDMENT
590-536-752.000	OFFICE SUPPLIES	1,128.63	1,000.00	1,000.00	450.94	1,000.00	0.00
590-536-754.000	OPERATING SUPPLIES	3,566.68	10,000.00	10,000.00	2,118.17	5,000.00	(5,000.00)
DECREASE BUDGET BASED ON 2018 ACTUALS							
590-536-759.000	GAS/FUEL	7,732.28	10,000.00	10,000.00	4,448.80	10,000.00	0.00
590-536-767.000	UNIFORMS	3,743.95	4,000.00	4,000.00	659.78	4,000.00	0.00
590-536-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	13,593.68	27,066.00	27,066.00	21,342.07	27,066.00	0.00
590-536-826.000	LEGAL FEES	1,877.00	2,500.00	2,500.00	6,466.05	12,500.00	10,000.00
INCREASE BUDGET BASED ON 2018 ACTUALS/DUE TO LUX MATTER							
590-536-850.000	COMMUNICATIONS	1,534.40	4,000.00	4,000.00	1,619.97	4,000.00	0.00
590-536-851.000	MAIL/POSTAGE	2,833.03	3,000.00	3,000.00	2,350.00	3,000.00	0.00
590-536-860.000	TRANSPORTATION/MILEAGE REIMBURSEMENT	223.83	750.00	750.00	158.46	750.00	0.00
590-536-890.000	SAFETY	1,217.98	10,000.00	10,000.00	5,718.94	10,000.00	0.00
590-536-900.000	PRINTING & PUBLISHING	811.32	500.00	500.00	360.37	500.00	0.00
590-536-910.000	PROFESSIONAL DEVELOPMENT	487.50	3,000.00	3,000.00	487.50	3,000.00	0.00
590-536-910.100	SEMINAR LODGING	155.93	750.00	750.00	97.17	750.00	0.00
590-536-910.200	SEMINAR MEALS	0.00	250.00	250.00	0.00	250.00	0.00
590-536-915.000	MEMBERSHIP & DUES	437.50	1,000.00	1,000.00	537.50	1,000.00	0.00
590-536-920.000	ELECTRIC/NATURAL GAS	64,419.72	77,500.00	77,500.00	41,374.16	77,500.00	0.00
590-536-930.000	REPAIRS	10,449.39	175,000.00	175,000.00	94,297.24	175,000.00	0.00
590-536-930.001	MAINT-EQUIPMENT	4,263.67	27,000.00	27,000.00	698.25	27,000.00	0.00
590-536-930.200	MAINT-GROUNDS	475.48	2,000.00	2,000.00	668.44	2,000.00	0.00
590-536-930.300	MAINT-BUILDINGS	1,023.09	5,000.00	5,000.00	504.40	5,000.00	0.00
590-536-933.000	MAINT-VEHICLES	1,220.39	6,750.00	6,750.00	524.91	6,750.00	0.00
590-536-933.500	MAINT-LIFT STATIONS	16,025.36	314,500.00	314,500.00	51,360.04	314,500.00	0.00
590-536-934.300	OPTO 22 MAINTENANCE	6,824.62	15,000.00	15,000.00	4,108.46	15,000.00	0.00
590-536-934.500	MAINT. AGREEMENT ON EQUIPMENT	0.00	5,000.00	5,000.00	2,890.00	5,000.00	0.00
590-536-935.000	PROPERTY/LIABILITY INSURANCE	16,868.31	16,600.00	16,600.00	15,166.10	16,600.00	0.00
590-536-955.000	MISC.	5.04	1,000.00	1,000.00	12.50	1,000.00	0.00
590-536-972.013	HOOKUP LABOR & MATERIAL	361.37	10,000.00	10,000.00	0.00	10,000.00	0.00
590-536-973.000	CAPITAL PROJECTS-SEWER SYSTEM	0.00	0.00	293,000.00	0.00	293,000.00	0.00
590-536-975.000	BUILDINGS, BUILDING ADDITIONS & IMPROVEMENTS	0.00	0.00	0.00	0.00	80,000.00	80,000.00
OFFICE REMODEL PROJECT @ WATER PLANT FOR WTR/SWR ADMINISTRATION-SPLIT 50/50 WTR/SWR FUNDS							

Charter Township of Union
590 - Sewer Fund
2018 Proposed Budget Amendment #3

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2017	2018 ORIGINAL BUDGET	2018 AMENDED BUDGET	YTD Balance 8/8/2018	2018 PROPOSED AMENDED BUDGET	2018 PROPOSED BUDGET AMENDMENT
590-536-977.000	NEW EQUIPMENT PURCHASE	931.96	26,500.00	26,500.00	0.00	26,500.00	0.00
590-536-980.000	NEW OFFICE EQUIPMENT & FURNITURE	0.00	500.00	500.00	299.99	500.00	0.00
590-536-980.100	NEW COMPUTER HARDWARE & SOFTWARE	2,954.07	11,000.00	11,000.00	3,198.76	11,000.00	0.00
590-536-980.400	SECURITY	0.00	2,000.00	2,000.00	0.00	2,000.00	0.00
Total Dept 536 - WATER/SEWER SYSTEMS		490,592.38	1,164,483.00	1,457,483.00	456,375.87	1,501,237.00	43,754.00
Dept 540 - WWTP							
590-540-702.000	SALARIES & WAGES	212,674.65	246,563.00	246,563.00	125,121.93	224,116.00	(22,447.00)
	DECREASE BASED ON CHANGES IN STAFF IN 2018						
590-540-702.500	OVERTIME	12,429.21	7,000.00	7,000.00	6,138.19	10,200.00	3,200.00
	INCREASE BUDGET BASED ON 2018 ACTUALS						
590-540-705.000	LEAVE TIME PAYOUT	1,840.05	0.00	0.00	0.00	0.00	0.00
590-540-708.000	UNEMPLOYMENT	2,818.29	3,751.00	3,751.00	1,678.02	2,052.00	(1,699.00)
	DECREASE BASED ON LOWER UNEMPLOYMENT RATE IN 2018 - 4.81%						
590-540-709.000	EMPLR FICA CONTR	14,170.25	16,237.00	16,237.00	8,029.39	14,586.00	(1,651.00)
	DECREASE BASED ON CHANGES IN STAFF IN 2018						
590-540-711.000	EMPLR MEDICARE CONTR	3,314.04	3,797.00	3,797.00	1,877.80	3,411.00	(386.00)
	DECREASE BASED ON CHANGES IN STAFF IN 2018						
590-540-712.000	TEMPORARY LABOR	2,391.09	8,320.00	8,320.00	712.00	5,200.00	(3,120.00)
	DECREASE BUDGET BASED ON 2018 ACTUALS						
590-540-716.000	EMPLR RETIREMENT CONTR	17,039.07	18,927.00	18,927.00	9,844.49	17,574.00	(1,353.00)
	DECREASE BUDGET BASED ON 2018 ACTUALS						
590-540-718.000	HEALTH & DENTAL BENEFIT	68,834.87	115,800.00	115,800.00	0.00	0.00	(115,800.00)
	DECREASE DUE TO MORE DETAILED ACCOUNTING BEGINNING IN 2018						
590-540-718.500	HEALTH INSURANCE	0.00	0.00	0.00	42,103.74	78,000.00	78,000.00
	INCREASE DUE TO MORE DETAILED ACCOUNTING BEGINNING IN 2018						
590-540-718.700	HEALTH INS-EE CONTRIBUTIONS	0.00	0.00	0.00	(2,044.94)	(4,056.00)	(4,056.00)
	INCREASE DUE TO MORE DETAILED ACCOUNTING BEGINNING IN 2018						
590-540-719.000	DENTAL INSURANCE	0.00	0.00	0.00	2,573.99	4,980.00	4,980.00
	INCREASE DUE TO MORE DETAILED ACCOUNTING BEGINNING IN 2018						
590-540-719.800	VISION INSURANCE	0.00	0.00	0.00	128.32	386.00	386.00
	INCREASE DUE TO MORE DETAILED ACCOUNTING BEGINNING IN 2018						

Charter Township of Union
590 - Sewer Fund
2018 Proposed Budget Amendment #3

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2017	2018 ORIGINAL BUDGET	2018 AMENDED BUDGET	YTD Balance 8/8/2018	2018 PROPOSED AMENDED BUDGET	2018 PROPOSED BUDGET AMENDMENT
590-540-719.900	VISION INS-EE CONTRIBUTIONS	0.00	0.00	0.00	(64.16)	(194.00)	(194.00)
	INCREASE DUE TO MORE DETAILED ACCOUNTING BEGINNING IN 2018						
590-540-724.000	WORKER'S COMP	3,313.87	4,171.00	4,171.00	2,016.99	3,362.00	(809.00)
	DECREASE BASED ON CHANGES IN STAFF IN 2018						
590-540-725.000	LIFE & DISABILITY BENEFIT	1,124.05	1,552.00	1,552.00	774.45	1,298.00	(254.00)
	DECREASE BASED ON CHANGES IN STAFF IN 2018						
590-540-743.000	CHEMICALS	31,027.96	35,000.00	35,000.00	22,298.75	35,000.00	0.00
590-540-744.000	LAB EQUIPMENT & SUPPLIES	20,399.84	25,000.00	25,000.00	10,282.49	25,000.00	0.00
590-540-752.000	OFFICE SUPPLIES	336.34	500.00	500.00	378.26	500.00	0.00
590-540-754.000	OPERATING SUPPLIES	8,081.35	10,000.00	10,000.00	5,108.50	10,000.00	0.00
590-540-759.000	GAS/FUEL	2,578.27	5,000.00	5,000.00	1,068.66	5,000.00	0.00
590-540-767.000	UNIFORMS	3,099.50	4,500.00	4,500.00	586.04	4,500.00	0.00
590-540-774.100	BIOXIDE	49,039.84	50,000.00	50,000.00	30,327.86	50,000.00	0.00
590-540-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	13,987.39	35,250.00	35,250.00	15,309.70	40,000.00	4,750.00
	INCREASE BASED ON NEW CONTRACTED CLEANING SERVICE						
590-540-801.200	CONT. SERV. - BIOSOLIDS LAND APPL.	23,649.90	32,000.00	32,000.00	0.00	32,000.00	0.00
590-540-801.300	CONT. SERV. - LAB ANALYSIS	1,199.85	5,000.00	5,000.00	5,427.00	5,000.00	0.00
590-540-850.000	COMMUNICATIONS	2,745.21	3,500.00	3,500.00	1,980.27	3,500.00	0.00
590-540-851.000	MAIL/POSTAGE	79.24	750.00	750.00	48.25	750.00	0.00
590-540-860.000	TRANSPORTATION/MILEAGE REIMBURSEMENT	117.70	500.00	500.00	0.00	500.00	0.00
590-540-890.000	SAFETY	3,189.69	4,000.00	4,000.00	2,111.86	4,000.00	0.00
590-540-900.000	PRINTING & PUBLISHING	636.40	500.00	500.00	529.85	500.00	0.00
590-540-910.000	PROFESSIONAL DEVELOPMENT	497.00	3,000.00	3,000.00	970.00	3,000.00	0.00
590-540-910.100	SEMINAR LODGING	0.00	750.00	750.00	0.00	750.00	0.00
590-540-910.200	SEMINAR MEALS	0.00	250.00	250.00	0.00	250.00	0.00
590-540-915.000	MEMBERSHIP & DUES	220.00	500.00	500.00	83.00	500.00	0.00
590-540-917.000	PROPANE	1,625.38	6,000.00	6,000.00	3,056.30	6,000.00	0.00
590-540-919.000	WASTE/RUBBISH DISPOSAL	0.00	0.00	0.00	820.05	0.00	0.00
590-540-920.000	ELECTRIC/NATURAL GAS	150,275.91	165,000.00	165,000.00	86,172.20	165,000.00	0.00
590-540-920.200	WATER & SEWER QTR. BILLING	13,460.20	12,000.00	12,000.00	5,147.00	12,000.00	0.00
590-540-930.001	MAINT-EQUIPMENT	14,575.42	11,000.00	11,000.00	1,864.06	11,000.00	0.00
590-540-930.200	MAINT-GROUNDS	5,930.47	2,500.00	2,500.00	2,173.21	2,500.00	0.00

Charter Township of Union
590 - Sewer Fund
2018 Proposed Budget Amendment #3

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2017	2018 ORIGINAL BUDGET	2018 AMENDED BUDGET	YTD Balance 8/8/2018	2018 PROPOSED AMENDED BUDGET	2018 PROPOSED BUDGET AMENDMENT
590-540-930.300	MAINT-BUILDINGS	4,419.65	5,000.00	5,000.00	173.95	5,000.00	0.00
590-540-931.150	CHEMICAL FEED EQUIPMENT	372.58	500.00	500.00	0.00	500.00	0.00
590-540-933.000	MAINT-VEHICLES	1,853.79	2,500.00	2,500.00	269.95	2,500.00	0.00
590-540-934.300	OPTO 22 MAINTENANCE	5,471.18	10,000.00	10,000.00	1,778.22	10,000.00	0.00
590-540-934.981	SAMPLING EQUIPMENT MAINT.	670.28	4,000.00	4,000.00	155.99	4,000.00	0.00
590-540-934.982	PRELIMINARY TREAT EQUIPM. MAINT.	13,346.21	21,000.00	21,000.00	1,722.87	21,000.00	0.00
590-540-934.983	SECONDARY TREAT EQUIP. MAINT.	7,830.36	30,000.00	30,000.00	16,740.64	30,000.00	0.00
590-540-934.984	SOLIDS EQUIPMENT MAINT.	10,146.00	20,000.00	20,000.00	7,845.39	20,000.00	0.00
590-540-934.985	DISINFECTION EQUIPMENT MAINT.	1,357.26	6,000.00	6,000.00	5,496.72	6,000.00	0.00
590-540-934.986	INSTRUMENTATION EQUIPMENT MAINT.	4,100.28	5,000.00	5,000.00	25.99	5,000.00	0.00
590-540-934.987	TERTIARY FILTER MAINT.	13,420.75	15,000.00	15,000.00	9,761.70	15,000.00	0.00
590-540-935.000	PROPERTY/LIABILITY INSURANCE	13,079.67	17,500.00	17,500.00	11,244.10	17,500.00	0.00
590-540-949.000	IPP	174.43	500.00	500.00	0.00	500.00	0.00
590-540-958.100	PERMITS & FEES	6,652.58	13,000.00	13,000.00	7,260.04	13,000.00	0.00
590-540-977.000	NEW EQUIPMENT PURCHASE	931.95	33,000.00	33,000.00	191.97	33,000.00	0.00
590-540-980.000	NEW OFFICE EQUIPMENT & FURNITURE	0.00	750.00	750.00	0.00	750.00	0.00
590-540-980.100	NEW COMPUTER HARDWARE & SOFTWARE	3,117.52	8,500.00	8,500.00	1,374.33	8,500.00	0.00
Total Dept 540 - WWTP		773,646.79	1,030,868.00	1,030,868.00	458,675.38	970,415.00	(60,453.00)

Charter Township of Union
590 - Sewer Fund
2018 Proposed Budget Amendment #3

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2017	2018 ORIGINAL BUDGET	2018 AMENDED BUDGET	YTD Balance 8/8/2018	2018 PROPOSED AMENDED BUDGET	2018 PROPOSED BUDGET AMENDMENT
Dept 906 - DEBT SERVICE							
590-906-990.000	BOND ISSUE COST AMORTIZATION	43,705.86	39,850.00	39,850.00	0.00	39,850.00	0.00
590-906-995.000	BOND INTEREST-2009 WWTP & 2004 SEWER	73,930.66	58,250.00	58,250.00	29,123.75	55,250.00	(3,000.00)
DECREASE BUDGET BASED ON 2018 ACTUALS							
590-906-996.001	BOND - PAYING AGENT FEES	750.00	800.00	800.00	0.00	800.00	0.00
590-906-996.003	BOND INTEREST-RURAL DEVELOPMENT	155,681.37	154,550.00	154,550.00	77,251.43	154,550.00	0.00
Total Dept 906 - DEBT SERVICE		274,067.89	253,450.00	253,450.00	106,375.18	250,450.00	(3,000.00)
Dept 910 - DEBT SERVICE-LEASES							
590-910-992.500	LEASE PAYABLE INTEREST	560.16	600.00	600.00	251.51	600.00	0.00
Total Dept 910 - DEBT SERVICE-LEASES		560.16	600.00	600.00	251.51	600.00	0.00
Dept 960 - DEPRECIATION EXPENSE							
590-960-969.000	DEPRECIATION EXPENSE	649,328.73	700,000.00	700,000.00	0.00	700,000.00	0.00
Total Dept 960 - DEPRECIATION EXPENSE		649,328.73	700,000.00	700,000.00	0.00	700,000.00	0.00
TOTAL EXPENSES		2,188,195.95	3,149,401.00	3,442,401.00	1,021,677.94	3,422,702.00	(19,699.00)
TOTAL REVENUES		2,581,267.59	2,977,350.00	2,977,350.00	1,277,562.44	3,008,600.00	31,250.00
TOTAL EXPENSES		2,188,195.95	3,149,401.00	3,442,401.00	1,021,677.94	3,422,702.00	(19,699.00)
NET OF REVENUES & EXPENDITURES		393,071.64	(172,051.00)	(465,051.00)	255,884.50	(414,102.00)	50,949.00
NET POSITION - BEGINNING OF YEAR		13,038,197.00	13,431,268.00	13,431,268.00	13,431,268.00	13,431,268.00	0.00
NET POSITION - END OF YEAR		13,431,268.00	13,259,217.00	12,966,217.00	13,687,152.50	13,017,166.00	

<p align="center">Charter Township of Union 591 - Water Fund 2018 Proposed Budget Amendment #3</p>

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2017	2018 ORIGINAL BUDGET	2018 AMENDED BUDGET	YTD Balance 8/14/2018	2018 PROPOSED AMENDED BUDGET	2018 PROPOSED BUDGET AMENDMENT
Revenues							
591-000-450.000	WATER SALES	1,348,238.81	1,284,443.00	1,284,443.00	641,134.29	1,284,443.00	0.00
591-000-450.100	BULK WATER SALES	1,279.50	2,500.00	2,500.00	1,000.00	2,500.00	0.00
591-000-450.200	FINAL READ	1,615.00	1,700.00	1,700.00	1,185.00	1,700.00	0.00
591-000-450.300	TURN-OFF	2,470.00	2,000.00	2,000.00	933.00	2,000.00	0.00
591-000-452.000	LATERALS	19,521.60	5,000.00	5,000.00	3,120.00	5,000.00	0.00
591-000-454.000	BENEFIT FEES	62,146.25	30,000.00	30,000.00	13,800.00	30,000.00	0.00
591-000-459.000	CONNECTION FEES	116,282.74	50,000.00	50,000.00	53,895.00	50,000.00	0.00
591-000-479.000	REVENUE-REPLACEMENT METERS	0.00	500.00	500.00	0.00	500.00	0.00
591-000-539.000	STATE GRANTS	2,116.87	14,000.00	14,000.00	0.00	43,348.00	29,348.00
INCREASE FOR COMPETITIVE GRANT ASSISTANCE PROGRAM FOR JOINT WATER STUDY							
591-000-628.000	INSPECTION FEE	5,000.00	0.00	0.00	0.00	0.00	0.00
591-000-655.000	FINES & FORFEITURES	13,948.40	16,000.00	16,000.00	12,841.65	16,000.00	0.00
591-000-665.000	INTEREST EARNED	33,960.85	29,000.00	29,000.00	27,443.88	29,000.00	0.00
591-000-665.100	INTEREST EARNED-SPEC ASSESS	6,078.99	5,700.00	5,700.00	0.00	5,700.00	0.00
591-000-667.300	LEASES - TOWER RENTAL	43,116.24	40,000.00	40,000.00	25,990.30	40,000.00	0.00
591-000-671.000	OTHER REVENUE	9,923.30	1,000.00	1,000.00	1,498.72	2,000.00	1,000.00
INCREASE BUDGET BASED ON 2018 ACTUALS							
591-000-672.500	REVENUE-SPECIAL ASSESS	0.00	9,800.00	9,800.00	10,371.60	9,800.00	0.00
591-000-673.000	GAIN/LOSS ON SALE(DISPOSAL)OF ASSETS	5,000.00	500.00	500.00	0.00	4,500.00	4,000.00
INCREASE BUDGET BASED ON TRADE IN OF FORD TRUCK							
TOTAL REVENUES		1,670,698.55	1,492,143.00	1,492,143.00	793,213.44	1,526,491.00	34,348.00

Charter Township of Union
591 - Water Fund
2018 Proposed Budget Amendment #3

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2017	2018 ORIGINAL BUDGET	2018 AMENDED BUDGET	YTD Balance 8/14/2018	2018 PROPOSED AMENDED BUDGET	2018 PROPOSED BUDGET AMENDMENT
Expenses							
Dept 536 - WATER/SEWER SYSTEMS							
591-536-702.000	SALARIES & WAGES	338,089.04	355,790.00	355,790.00	203,102.36	348,755.00	(7,035.00)
	DECREASE BASED ON 2018 YTD ACTUALS						
591-536-702.500	OVERTIME	22,112.17	27,950.00	27,950.00	14,896.61	27,950.00	0.00
591-536-708.000	UNEMPLOYMENT	4,303.30	5,495.00	5,495.00	3,252.02	3,376.00	(2,119.00)
	DECREASE BASED ON REDUCED UNEMPLOYMENT RATE FOR 2018 4.81%						
591-536-709.000	EMPLR FICA CONTR	22,605.64	24,469.00	24,469.00	13,666.59	23,692.00	(777.00)
	DECREASE BASED ON 2018 YTD ACTUALS						
591-536-711.000	EMPLR MEDICARE CONTR	5,286.05	5,723.00	5,723.00	3,195.66	5,541.00	(182.00)
	DECREASE BASED ON 2018 YTD ACTUALS						
591-536-712.000	TEMPORARY LABOR	6,848.86	10,920.00	10,920.00	6,336.50	11,440.00	520.00
	INCREASE BASED ON 2018 YTD ACTUALS						
591-536-716.000	EMPLR RETIREMENT CONTR	25,506.48	28,024.00	28,024.00	15,698.67	26,684.00	(1,340.00)
	DECREASE BASED ON 2018 YTD ACTUALS						
591-536-718.000	HEALTH & DENTAL BENEFIT	111,087.04	139,454.00	139,454.00	0.00	0.00	(139,454.00)
	DECREASE DUE TO MORE DETAILED ACCOUNTING BEGINNING 2018						
591-536-718.500	HEALTH INSURANCE	0.00	0.00	0.00	64,482.32	97,376.00	97,376.00
	INCREASE DUE TO MORE DETAILED ACCOUNTING BEGINNING 2018						
591-536-718.700	HEALTH INS-EE CONTRIBUTIONS	0.00	0.00	0.00	(3,082.76)	(5,787.00)	(5,787.00)
	DECREASE DUE TO MORE DETAILED ACCOUNTING BEGINNING 2018						
591-536-719.000	DENTAL INSURANCE	0.00	0.00	0.00	4,301.29	7,576.00	7,576.00
	INCREASE DUE TO MORE DETAILED ACCOUNTING BEGINNING 2018						
591-536-719.800	VISION INSURANCE	0.00	0.00	0.00	137.19	470.00	470.00
	INCREASE DUE TO MORE DETAILED ACCOUNTING BEGINNING 2018						
591-536-719.900	VISION INS-EE CONTRIBUTIONS	0.00	0.00	0.00	(68.58)	(235.00)	(235.00)
	DECREASE DUE TO MORE DETAILED ACCOUNTING BEGINNING 2018						
591-536-724.000	WORKER'S COMP	5,982.61	7,419.00	7,419.00	3,996.75	6,992.00	(427.00)
	DECREASE DUE TO MORE DETAILED ACCOUNTING BEGINNING 2018						
591-536-725.000	LIFE & DISABILITY BENEFIT	1,719.90	1,903.00	1,903.00	1,155.53	1,825.00	(78.00)

Charter Township of Union
591 - Water Fund
2018 Proposed Budget Amendment #3

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2017	2018 ORIGINAL BUDGET	2018 AMENDED BUDGET	YTD Balance 8/14/2018	2018 PROPOSED AMENDED BUDGET	2018 PROPOSED BUDGET AMENDMENT
DECREASE DUE TO MORE DETAILED ACCOUNTING BEGINNING 2018							
591-536-752.000	OFFICE SUPPLIES	1,139.42	1,500.00	1,500.00	481.26	1,500.00	0.00
591-536-753.000	PROCESS CHEMICALS/CHLORINE	39,629.95	40,000.00	40,000.00	20,032.36	40,000.00	0.00
591-536-754.000	OPERATING SUPPLIES	6,917.68	12,500.00	12,500.00	4,932.78	12,500.00	0.00
591-536-759.000	GAS/FUEL	8,013.48	10,000.00	10,000.00	4,667.40	10,000.00	0.00
591-536-767.000	UNIFORMS	3,841.79	4,000.00	4,000.00	659.78	4,000.00	0.00
591-536-774.100	MXU	9,126.00	14,000.00	14,000.00	4,050.00	14,000.00	0.00
591-536-800.000	WELL HEAD PROTECTION	0.00	28,000.00	28,000.00	0.00	28,000.00	0.00
591-536-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	20,180.81	102,316.00	102,316.00	50,883.68	29,716.00	(72,600.00)
MOVE REMODEL WATER PLANT FOR \$75,000 TO ACCOUNT 975.000							
INCREASE FOR CONTRACTED CLEANING SERVICE \$2,400							
591-536-801.002	LAB FEES	3,228.18	10,000.00	10,000.00	2,069.55	10,000.00	0.00
591-536-801.800	WATER STUDY	12,780.50	60,000.00	60,000.00	0.00	60,000.00	0.00
591-536-826.000	LEGAL FEES	782.00	10,000.00	10,000.00	6,466.05	13,000.00	3,000.00
INCREASE NEEDED BASED ON 2018 ACTUALS/DUE TO LUX MATTER							
591-536-850.000	COMMUNICATIONS	3,325.22	5,000.00	5,000.00	4,553.87	5,000.00	0.00
591-536-851.000	MAIL/POSTAGE	2,920.36	3,400.00	3,400.00	2,550.00	3,400.00	0.00
591-536-860.000	TRANSPORTATION/MILEAGE REIMBURSEMENT	190.17	1,000.00	1,000.00	156.48	1,000.00	0.00
591-536-890.000	SAFETY	2,092.97	5,000.00	5,000.00	2,737.84	5,000.00	0.00
591-536-900.000	PRINTING & PUBLISHING	1,631.14	3,400.00	3,400.00	1,875.92	3,400.00	0.00
591-536-910.000	PROFESSIONAL DEVELOPMENT	1,197.50	4,200.00	4,200.00	1,277.50	4,200.00	0.00
591-536-910.100	SEMINAR LODGING	155.92	1,000.00	1,000.00	97.18	1,000.00	0.00
591-536-910.200	SEMINAR MEALS	25.88	350.00	350.00	0.00	350.00	0.00
591-536-915.000	MEMBERSHIP & DUES	442.50	900.00	900.00	773.50	900.00	0.00
591-536-920.000	ELECTRIC/NATURAL GAS	122,544.75	133,000.00	133,000.00	79,541.43	133,000.00	0.00
591-536-930.000	REPAIRS	21,776.18	57,500.00	57,500.00	2,486.38	57,500.00	0.00
591-536-930.001	MAINT-EQUIPMENT	6,566.94	15,000.00	15,000.00	3,668.30	15,000.00	0.00
591-536-930.200	MAINT-GROUNDS	675.48	2,000.00	2,000.00	1,084.82	2,000.00	0.00
591-536-930.300	MAINT-BUILDINGS	3,533.61	5,000.00	5,000.00	880.67	5,000.00	0.00
591-536-933.000	MAINT-VEHICLES	3,549.16	8,500.00	8,500.00	699.43	8,500.00	0.00
591-536-933.100	MAINT-WATER WELLS	2,387.50	60,000.00	60,000.00	44,036.68	60,000.00	0.00

Charter Township of Union
591 - Water Fund
2018 Proposed Budget Amendment #3

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2017	2018 ORIGINAL BUDGET	2018 AMENDED BUDGET	YTD Balance 8/14/2018	2018 PROPOSED AMENDED BUDGET	2018 PROPOSED BUDGET AMENDMENT
591-536-933.200	MAINT-TREATMENT PLANTS	25,812.66	95,500.00	95,500.00	9,368.48	67,500.00	(28,000.00)
	MOVE REMODEL WATER PLANT FOR \$28,000 TO ACCOUNT 975.000						
591-536-933.300	MAINT-WATER TOWERS	1,345.06	35,000.00	35,000.00	11,891.54	35,000.00	0.00
591-536-934.300	OPTO 22 MAINTENANCE	5,279.00	15,500.00	15,500.00	2,292.90	15,500.00	0.00
591-536-934.500	MAINT. AGREEMENT ON EQUIPMENT	695.00	4,415.00	4,415.00	1,449.98	4,415.00	0.00
591-536-935.000	PROPERTY/LIABILITY INSURANCE	19,600.30	17,500.00	17,500.00	16,849.84	17,500.00	0.00
591-536-940.000	LEASE/RENT	0.00	1,000.00	1,000.00	65.49	1,000.00	0.00
591-536-940.500	ROYALTIES	5,146.72	4,500.00	4,500.00	2,466.80	4,500.00	0.00
591-536-955.000	MISC.	0.00	0.00	0.00	2.50	0.00	0.00
591-536-972.000	CAPITAL PROJECTS-WATER SYSTEM	0.00	0.00	135,000.00	0.00	135,000.00	0.00
591-536-972.013	HOOKUP LABOR & MATERIAL	58,167.34	50,000.00	50,000.00	63,820.94	50,000.00	0.00
591-536-975.000	BUILDINGS, BUILDING ADDITIONS & IMPROVEMENTS	0.00	0.00	0.00	0.00	80,000.00	80,000.00
	OFFICE REMODEL PROJECT @ WATER PLANT FOR WTR/SWR ADMINISTRATION-SPLIT 50/50 WTR/SWR FUNDS						
591-536-977.000	NEW EQUIPMENT PURCHASE	1,755.00	109,500.00	109,500.00	211.14	109,500.00	0.00
591-536-977.600	METER REPLACEMENT PROGRAM	3,435.45	10,000.00	10,000.00	6,670.00	10,000.00	0.00
591-536-980.000	NEW OFFICE EQUIPMENT & FURNITURE	0.00	1,000.00	1,000.00	299.99	1,000.00	0.00
591-536-980.100	NEW COMPUTER HARDWARE & SOFTWARE	3,607.79	11,000.00	11,000.00	4,848.67	11,000.00	0.00
Total Dept 536 - WATER/SEWER SYSTEMS		947,137.49	1,559,628.00	1,694,628.00	691,971.28	1,625,536.00	(69,092.00)
Dept 906 - DEBT SERVICE							
591-906-990.000	BOND ISSUE COST AMORTIZATION	1,578.75	1,579.00	1,579.00	1,578.75	1,579.00	0.00
591-906-996.001	BOND - PAYING AGENT FEES	750.00	800.00	800.00	0.00	800.00	0.00
591-906-996.002	BOND INTEREST - (2010 WATER)	62,248.94	60,500.00	60,500.00	29,574.81	60,000.00	(500.00)
	DECREASE BASED ON 2018 YTD ACTUALS						
Total Dept 906 - DEBT SERVICE		64,577.69	62,879.00	62,879.00	31,153.56	62,379.00	(500.00)
Dept 910 - DEBT SERVICE-LEASES							
591-910-992.500	LEASE PAYABLE INTEREST	675.00	720.00	720.00	303.31	720.00	0.00
Total Dept 910 - DEBT SERVICE-LEASES		675.00	720.00	720.00	303.31	720.00	0.00
Dept 960 - DEPRECIATION EXPENSE							

Charter Township of Union
591 - Water Fund
2018 Proposed Budget Amendment #3

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2017	2018 ORIGINAL BUDGET	2018 AMENDED BUDGET	YTD Balance 8/14/2018	2018 PROPOSED AMENDED BUDGET	2018 PROPOSED BUDGET AMENDMENT
591-960-969.000	DEPRECIATION EXPENSE	342,009.88	0.00	0.00	0.00	350,000.00	350,000.00
	INCREASE BASED ON 2018 DEPR EXPECTED IN 2018						
	Total Dept 960 - DEPRECIATION EXPENSE	342,009.88	0.00	0.00	0.00	350,000.00	350,000.00
TOTAL EXPENSES		1,354,400.06	1,623,227.00	1,758,227.00	723,428.15	2,038,635.00	280,408.00
TOTAL REVENUES		1,670,698.55	1,492,143.00	1,492,143.00	793,213.44	1,526,491.00	34,348.00
TOTAL EXPENSES		1,354,400.06	1,623,227.00	1,758,227.00	723,428.15	2,038,635.00	280,408.00
NET OF REVENUES & EXPENSES		316,298.49	(131,084.00)	(266,084.00)	69,785.29	(512,144.00)	(246,060.00)
NET POSITION - BEGINNING OF YEAR		10,459,374.00	10,775,672.49	10,775,672.49	10,775,672.49	10,775,672.49	0.00
NET POSITION - END OF YEAR		10,775,672.49	10,644,588.49	10,509,588.49	10,845,457.78	10,263,528.49	



REQUEST FOR TOWNSHIP BOARD ACTION

TO: Board of Trustees	DATE: August 16, 2018
FROM: Mark Stuhldreher, Township Manager	DATE FOR BOARD CONSIDERATION: August 22, 2018
ACTION REQUESTED: Board of Trustees annual review of Board Governance Policy No. 4.2 – Accountability of the Township Manager	

Current Action X Emergency

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

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 4.2 (Accountability of the Township Manager), are to be reviewed and monitored for compliance on an annual basis.

Board Policy 4.2 – Accountability of the Township Manager

The Policy states: “The Township Manager is the board’s primary link to operational achievement and conduct, so that authority and accountability of staff, as far as the board is concerned, is considered the authority and accountability of the Township Manager, except where staff supervised by elected officials have been explicitly directed by those elected officials to act in a manner inconsistent with township policy. In this case, the elected official would be held accountable.”

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. 4.2.

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: 4.2 – Accountability of the Township Manager
Type: Direct Inspection
Occurrence: Annual
Date: August 2018

Policy:

The Township Manager is the board's primary link to operational achievement and conduct, so that authority and accountability of staff, as far as the board is concerned, is considered the authority and accountability of the Township Manager, except where staff supervised by elected officials have been explicitly directed by those elected officials to act in a manner inconsistent with township policy. In this case, the elected official would be held accountable.

Where township operations are, by law, delegated to elected officials:

In order to create an aligned approach to operational management, the elected positions of township clerk and township treasurer shall function as department heads, under the advisory supervision of the Township Manager, where the Township Management may provide advice in the practice of operational authority.

Accordingly:

- 4.2.1 The board, as a group, or as individual board members will *never give* instructions to persons who report directly or indirectly to the Township Manager, except:
 - A. Where elected officials, serving on an official committee or task force is assigned a staff liaison, in which case, directives regarding committee work may be given;
 - B. Where elected officials serving as department heads directly supervise staff.
- 4.2.2 The board as a group will not evaluate, either formally or informally, any staff other than the Township Manager.
- 4.2.3 The board will view Township Management performance as identical to organizational performance, so that organizational accomplishment of board stated Ends and avoidance of board proscribed means will be viewed as successful Township Management performance.

Use this evaluation form for discussion at the Board of Trustees Meeting on August 22, 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?