



**Economic Development Authority Board (EDA)
Regular Meeting – Township Hall
Tuesday October 16, 2018
5:15 p.m.**

AGENDA

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF AGENDA
4. APPROVAL OF REGULAR MEETING MINUTES SEPTEMBER 18, 2018
5. PUBLIC COMMENT
6. REPORTS
 - A. ACCOUNTS PAYABLE APPROVAL – SEPTEMBER
EAST DDA DISTRICT #248 – **CHECK REGISTER**
WEST DDA DISTRICT #250 – **CHECK REGISTER**
WEST DDA GO DEBT SERVICE #396 – **CHECK REGISTER**
 - B. SEPTEMBER FINANCIAL REPORTS: INCOME/EXPENSE STATEMENT; BALANCE SHEET
EAST DDA DISTRICT #248
WEST DDA DISTRICT #250
WEST DDA GO DEBT SERVICE #396
 - C. BOARD MEMBER EXPIRATION MATRIX
 - D. WATER AND SEWER PROJECT PROGRESS REPORT
7. NEW BUSINESS
8. PENDING BUSINESS
9. ADJOURNMENT UNTIL NEXT REGULAR EDA MEETING: NOVEMBER 20, 2018.

**Charter Township of Union
Economic Development Authority Board (EDA)
Regular Board Meeting
Tuesday September 18, 2018**

MINUTES

CALL TO ORDER

Chairman Kequom called to order EDA Board Meeting at 5:19 p.m.

ROLL CALL

Present: Kequom, Zalud, Smith, Bacon, Gunning, Coyne, Barz, Figg

Excused: Chowdhary, Johnson

Absent: Hunter

Others Present: Mark Stuhldreher – Township Manager, Amy Peak-Building Dept. Clerk, Kim Smith – Public Services Department Director

APPROVAL OF AGENDA

MOTION by **Gunning** SUPPORTED by **Bacon** to APPROVE the agenda as amended to include item 7D. Contract with Be Green Inc. for herbicide program on the Pickard St corridor. MOTION CARRIED 8-0.

APPROVAL OF MINUTES

MOTION by **Figg** SUPPORTED by **Gunning** to APPROVE minutes from the August 21, 2018 regular meeting as presented. MOTION CARRIED 8-0.

PUBLIC COMMENT – None

REPORTS

ACCOUNTS PAYABLE/ FINANCIAL STATEMENTS

Township Manager Stuhldreher reviewed the accounts payable.

MOTION by **Figg** SUPPORTED by **Zalud** to APPROVE the East DDA payables 08/22/2018 – 09/18/2018 in the amount of \$6,516.94 as presented. MOTION CARRIED 8-0.

MOTION by **Zalud** SUPPORTED by **Coyne** to APPROVE the West DDA payables 08/22/2018 – 09/18/2018 in the amount of \$11,760.00 as presented. MOTION CARRIED 8-0.

G/O Debt Fund remaining balance will be transferred back to operating fund to zero out account. Mark will email original principal amount, duration and total interest paid on bond to board.

Manager Stuhldreher reviewed financial reports.

Financial reports were RECEIVED AND FILED by Chairman Kequom.

Water and Sewer Project Progress Report overview given by Manager Stuhldreher for informational purposes.

NEW BUSINESS

- A. Overview given by Manager Stuhldreher and discussion held.

Action Item:

MOTION by Zalud SUPPORT by Smith to APPROVE RFBA as presented:

Approval of the Proposal with Goudreau Associates in the amount of \$15,327.00 for the completion of the Jameson Park Planning and Design Master Plan. Motion CARRIED 8-0.

- B. Overview given by Manager Stuhldreher on Waste Receptacles and Benches approval contracts and discussion held.

Action Item:

MOTION by Zalud SUPPORT by Figg to APPROVE RFBA as presented. Motion CARRIED 8-0.

Approval of Two Contracts with Thomas E Culver to repair / rehabilitate 28 benches and 23 waste receptacles along Pickard St within the boundaries of the East Downtown Development Authority in the respective amounts of \$9,740.00 and \$7,615.00.

C. Overview of Budget Amendment adoption for FY 2019 Budget for East DDA Fund, West DDA fund given by Manager Stuhldreher and discussion held.

Action Item:

MOTION by Barz SUPPORT by Figg to APPROVE RFBA as presented:

Approval and adoption of the FY 2019 Budget for The East DDA Fund, West DDA Fund and to further recommend adoption to the Township Board of Trustees. Motion CARRIED 8-0.

D. Approval of contract with Be Green, Inc. Discussion held on broadleaf / fertilizer.

MOTION by Gunning SUPPORT by Coyne to approve agreement with Be Green Inc. for \$1,740.00 to apply broadleaf protection on the EDA district on Pickard St both North and South. Motion CARRIED 8-0.

MANAGER COMMENTS

- Meridian Bridge scheduled to be open by end of the month.
- Updates on the roads. Crosslanes has been completed. The others that will get overlay, the workers will be out over the weekend.
- Lights for large banners on Pickard at 127 North and South have had an electrical Surge and are being fixed.
- Notified EDA Board of Special ZBA meeting being held on 9/19/18 as it relates to Mountain Town Brewery is looking at putting in a Brewery and Restaurant on the corner of M20 and Lincoln which is in the West DDA.
- Manager Stuhldreher asked for a letter of support from the EDA that will become part of the 2% application for the Jameson Park Phased Master Plan. The EDA Board members present support this letter to be sent.

GENERAL DISCUSSION:

Reminder of the next scheduled EDA meeting on October 16, 2018.

Meeting was adjourned by Chairman Kequom at 6:29 p.m.

APPROVED BY

Secretary Chowdhary

(Recorded by Amy Peak)

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 248 EDDA CHECKING						
09/24/2018	248	40 (E)	00146	CONSUMERS ENERGY PAYMENT CENTER	1940 S ISABELLA 2027 FLORENCE 4923 E PICKARD 4675 E PICKARD 4592 E PICKARD #B 4592 E PICKARD #A 5771 E PICKARD #B 5771 E PICKARD #A 5770 E PICKARD #B 5770 E PICKARD #A 5325 E PICKARD 2029 2ND 5157 E PICKARD #B 5157 E PICKARD # A 4900 E PICKARD	41.56 35.31 40.72 32.92 24.87 40.94 25.01 45.16 25.01 65.75 56.21 58.70 25.01 32.38 36.51
						586.06
10/16/2018	248	4046	01600	BE GREEN LAWN SERVICES CO, INC.	WEEDS/CRABGRASS CONTROL-SEPT	1,740.00
10/16/2018	248	4047	00722	CHARTER TOWNSHIP OF UNION	Q3 UTILITY BILLING - SPRINKLER 5655 E PI Q3 UTILITY BILLING - US 27 OVERPASS Q3 UTILITY BILLING - SPRINKLER 4858 E P Q3 UTILITY BILLING - SPRINKLER 5662 E PI Q3 UTILITY BILLING - SPRINKLER 4929 E PI	1,433.80 367.60 1,395.00 847.50 2,810.60
						6,854.50
10/16/2018	248	4048	00257	GOURDIE-FRASER, INC.	SANITARY SEWER PUMP STATION #1 REPLACEME	537.00
10/16/2018	248	4049	00333	ISABELLA COUNTY ROAD COMMISSION	GRAVEL REFRESH-AIRWAY DRIVE GRAVEL FOR AIRPORT RD PACKARD TO BELLMON ROADWORK FOR CARTER RD - EDDA ROADWORK FOR BETTY LN/YATS DRIVE ROADWORK FOR CROSS LANES - EDDA	2,838.11 5,167.40 16,343.88 41,283.42 41,410.49
						107,043.30
10/16/2018	248	4050	00450	M M I	PARK BENCH/GROUND MAINT-SEPT 2018	683.25
248 TOTALS:						
Total of 6 Disbursements:						117,444.11

10/11/2018 05:10 PM
User: SHERRIE
DB: Union

CHECK REGISTER FOR CHARTER TOWNSHIP OF UNION
CHECK DATE FROM 09/19/2018 - 10/16/2018

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
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Bank 250 WDDA CHECKING

10/16/2018	250	228	00257	GOURDIE-FRASER, INC.	SANITARY SEWER PUMP STATION 14 REHAB	<u>1,645.00</u>
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250 TOTALS:

Total of 1 Checks:						1,645.00
Less 0 Void Checks:						<u>0.00</u>
Total of 1 Disbursements:						<u>1,645.00</u>

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DB: Union

CHECK REGISTER FOR CHARTER TOWNSHIP OF UNION
CHECK DATE FROM 09/19/2018 - 10/16/2018

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 396 WDDA G/O DEBT CHECKING						
10/16/2018	396	176	01505	US BANK	PAYING AGENT FEES - 1991 G.O. BOND	800.00
396 TOTALS:						
Total of 1 Checks:						800.00
Less 0 Void Checks:						0.00
Total of 1 Disbursements:						800.00

PERIOD ENDING 09/30/2018

GL NUMBER	DESCRIPTION	YTD BALANCE		2018		YTD BALANCE		% BDGT USED
		NORMAL	(ABNORMAL)	ORIGINAL BUDGET	2018 AMENDED BUDGET	NORMAL	(ABNORMAL)	
Fund 248 - EDDA OPERATING								
Revenues								
Dept 000 - NONE								
248-000-402.000	CURRENT PROPERTY TAX	441,993.16		387,500.00	395,404.00		395,403.52	100.00
248-000-402.001	PROPERTY TAX REFUNDS-BOR MTT	0.00		(4,000.00)	(4,000.00)		0.00	0.00
248-000-402.100	PRIOR YEARS PROPERTY TAXES	0.00		(250.00)	(250.00)		0.00	0.00
248-000-420.000	DELQ PERSONAL PROPERTY CAPT	1,860.58		2,000.00	1,000.00		4.57	0.46
248-000-445.000	INTEREST ON TAXES	1,029.32		500.00	500.00		319.66	63.93
248-000-573.000	STATE AID REVENUE-LCSA	0.00		30,000.00	50,000.00		0.00	0.00
248-000-665.000	INTEREST EARNED	3,755.00		6,300.00	15,000.00		12,718.00	84.79
248-000-671.000	OTHER REVENUE	67.55		100.00	11,100.00		11,355.69	102.30
Total Dept 000 - NONE		448,705.61		422,150.00	468,754.00		419,801.44	89.56
TOTAL REVENUES		448,705.61		422,150.00	468,754.00		419,801.44	89.56
Expenditures								
Dept 000 - NONE								
248-000-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	3,503.21		5,570.00	5,570.00		4,064.50	72.97
248-000-801.003	SIDEWALK SNOWPLOWING	375.00		5,500.00	5,500.00		2,350.00	42.73
248-000-801.004	RIGHT OF WAY LAWN CARE	7,600.00		13,000.00	15,500.00		7,340.00	47.35
248-000-801.005	IRRIGATION / LIGHTING REPAIRS	25,024.01		11,200.00	26,600.00		10,961.55	41.21
248-000-801.007	FLOWER / LANDSCAPE MAINTENANCE	14,865.50		18,000.00	18,000.00		14,567.00	80.93
248-000-801.015	STREET LIGHT BANNERS/CHRISTMAS	8,700.00		23,600.00	20,000.00		6,390.50	31.95
248-000-826.000	LEGAL FEES	0.00		500.00	500.00		0.00	0.00
248-000-880.000	COMMUNITY PROMOTION	5,000.00		5,000.00	5,000.00		5,000.00	100.00
248-000-900.000	PRINTING & PUBLISHING	246.78		250.00	250.00		0.00	0.00
248-000-917.000	WATER TO IRRIGATION SYSTEM	11,439.00		12,500.00	12,500.00		10,145.04	81.16
248-000-920.000	ELECTRIC/NATURAL GAS	6,962.68		10,500.00	12,000.00		6,461.07	53.84
248-000-935.000	PROPERTY/LIABILITY INSURANCE	1,162.85		1,400.00	1,400.00		1,206.98	86.21
248-000-940.000	LEASE/RENT	550.00		700.00	700.00		550.00	78.57
248-000-955.000	MISC.	0.00		0.00	0.00		7.00	100.00
248-000-967.000	PROJECTS	0.00		150,000.00	150,000.00		0.00	0.00
Total Dept 000 - NONE		85,429.03		257,720.00	273,520.00		69,043.64	25.24
Dept 336 - FIRE DEPARTMENT								
248-336-830.000	PUBLIC SAFETY - FIRE PROTECTION	61,665.00		61,600.00	64,000.00		64,013.00	100.02
Total Dept 336 - FIRE DEPARTMENT		61,665.00		61,600.00	64,000.00		64,013.00	100.02
Dept 728 - ECONOMIC DEVELOPMENT								
248-728-967.200	WATER SYSTEM PROJECTS	0.00		0.00	135,000.00		30,753.75	22.78
248-728-967.300	SEWER SYSTEM PROJECTS	0.00		0.00	215,000.00		12,087.00	5.62
248-728-967.400	STREET/ROAD PROJECTS	0.00		0.00	160,000.00		107,043.30	66.90
Total Dept 728 - ECONOMIC DEVELOPMENT		0.00		0.00	510,000.00		149,884.05	29.39
TOTAL EXPENDITURES		147,094.03		319,320.00	847,520.00		282,940.69	33.38

User: SHERRIE

DB: Union

PERIOD ENDING 09/30/2018

GL NUMBER	DESCRIPTION	YTD BALANCE 09/30/2017		2018		YTD BALANCE 09/30/2018		% BDGT USED
		NORMAL	(ABNORMAL)	ORIGINAL BUDGET	2018 AMENDED BUDGET	NORMAL	(ABNORMAL)	
Fund 248 - EDDA OPERATING								
TOTAL REVENUES		448,705.61		422,150.00	468,754.00	419,801.44		89.56
TOTAL EXPENDITURES		147,094.03		319,320.00	847,520.00	282,940.69		33.38
NET OF REVENUES & EXPENDITURES		301,611.58		102,830.00	(378,766.00)	136,860.75		36.13

PERIOD ENDING 09/30/2018

GL NUMBER	DESCRIPTION	YTD BALANCE		2018		YTD BALANCE		% BDGT USED
		NORMAL	(ABNORMAL)	ORIGINAL BUDGET	2018 AMENDED BUDGET	NORMAL	(ABNORMAL)	
Fund 250 - WDDA OPERATING								
Revenues								
Dept 000 - NONE								
250-000-402.000	CURRENT PROPERTY TAX	494,598.66		490,000.00	601,300.00	601,336.22		100.01
250-000-402.001	PROPERTY TAX REFUNDS-BOR MTT	0.00		(4,000.00)	(4,000.00)	(139.29)		3.48
250-000-420.000	DELQ PERSONAL PROPERTY CAPT	279.02		600.00	200.00	0.00		0.00
250-000-445.000	INTEREST ON TAXES	219.52		250.00	250.00	86.02		34.41
250-000-665.000	INTEREST EARNED	1,204.92		1,700.00	4,000.00	2,483.02		62.08
Total Dept 000 - NONE		496,302.12		488,550.00	601,750.00	603,765.97		100.34
TOTAL REVENUES		496,302.12		488,550.00	601,750.00	603,765.97		100.34
Expenditures								
Dept 000 - NONE								
250-000-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	400.00		870.00	870.00	300.00		34.48
250-000-967.000	PROJECTS	0.00		150,000.00	0.00	0.00		0.00
250-000-967.400	STREET/ROAD PROJECTS	300,000.00		0.00	330,000.00	0.00		0.00
Total Dept 000 - NONE		300,400.00		150,870.00	330,870.00	300.00		0.09
Dept 336 - FIRE DEPARTMENT								
250-336-830.000	PUBLIC SAFETY - FIRE PROTECTION	39,506.00		39,500.00	45,600.00	45,642.00		100.09
Total Dept 336 - FIRE DEPARTMENT		39,506.00		39,500.00	45,600.00	45,642.00		100.09
Dept 728 - ECONOMIC DEVELOPMENT								
250-728-967.300	SEWER SYSTEM PROJECTS	0.00		0.00	200,000.00	24,445.00		12.22
250-728-967.500	SIDEWALK PROJECTS	0.00		0.00	70,000.00	0.00		0.00
Total Dept 728 - ECONOMIC DEVELOPMENT		0.00		0.00	270,000.00	24,445.00		9.05
Dept 996 - TRANSFER OUT								
250-996-999.396	TRANSFER OUT TO WDDA G/O DEBT SERVICE	260,000.00		272,642.00	272,650.00	272,670.00		100.01
Total Dept 996 - TRANSFER OUT		260,000.00		272,642.00	272,650.00	272,670.00		100.01
TOTAL EXPENDITURES		599,906.00		463,012.00	919,120.00	343,057.00		37.32
Fund 250 - WDDA OPERATING:								
TOTAL REVENUES		496,302.12		488,550.00	601,750.00	603,765.97		100.34
TOTAL EXPENDITURES		599,906.00		463,012.00	919,120.00	343,057.00		37.32
NET OF REVENUES & EXPENDITURES		(103,603.88)		25,538.00	(317,370.00)	260,708.97		82.15

PERIOD ENDING 09/30/2018

GL NUMBER	DESCRIPTION	YTD BALANCE		2018		YTD BALANCE		% BDGT USED
		NORMAL	(ABNORMAL)	ORIGINAL BUDGET	2018 AMENDED BUDGET	NORMAL	(ABNORMAL)	
Fund 396 - WDDA G/O DEBT SERVICE FUND								
Revenues								
Dept 000 - NONE								
396-000-665.000	INTEREST EARNED		30.71	30.00		30.00	6.55	21.83
Total Dept 000 - NONE			30.71	30.00		30.00	6.55	21.83
Dept 961 - TRANSFER IN								
396-961-699.250	TRANSFER IN FROM WDDA		260,000.00	272,642.00		272,642.00	272,670.00	100.01
Total Dept 961 - TRANSFER IN			260,000.00	272,642.00		272,642.00	272,670.00	100.01
TOTAL REVENUES			260,030.71	272,672.00		272,672.00	272,676.55	100.00
Expenditures								
Dept 906 - DEBT SERVICE								
396-906-991.000	BOND - PRINCIPAL		32,526.00	31,130.00		31,130.00	31,130.00	100.00
396-906-996.000	BOND - INTEREST		232,474.00	243,870.00		243,870.00	243,870.00	100.00
396-906-996.001	BOND - PAYING AGENT FEES		800.00	800.00		800.00	800.00	100.00
Total Dept 906 - DEBT SERVICE			265,800.00	275,800.00		275,800.00	275,800.00	100.00
TOTAL EXPENDITURES			265,800.00	275,800.00		275,800.00	275,800.00	100.00
Fund 396 - WDDA G/O DEBT SERVICE FUND:								
TOTAL REVENUES			260,030.71	272,672.00		272,672.00	272,676.55	100.00
TOTAL EXPENDITURES			265,800.00	275,800.00		275,800.00	275,800.00	100.00
NET OF REVENUES & EXPENDITURES			(5,769.29)	(3,128.00)		(3,128.00)	(3,123.45)	99.85
TOTAL REVENUES - ALL FUNDS								
			1,205,038.44	1,183,372.00		1,343,176.00	1,296,243.96	96.51
TOTAL EXPENDITURES - ALL FUNDS								
			1,012,800.03	1,058,132.00		2,042,440.00	901,797.69	44.15
NET OF REVENUES & EXPENDITURES			192,238.41	125,240.00		(699,264.00)	394,446.27	56.41

Fund 248 EDDA OPERATING

GL Number	Description	Balance
*** Assets ***		
248-000-001.000	CASH	4,083.97
248-000-002.000	SAVINGS	844,647.18
248-000-003.001	CERTIFICATE OF DEPOSIT	507,504.45
Total Assets		1,356,235.60
*** Liabilities ***		
248-000-202.000	ACCOUNTS PAYABLE	116,858.05
Total Liabilities		116,858.05
*** Fund Balance ***		
248-000-370.379	RESTRICTED FUND BALANCE	1,102,516.80
Total Fund Balance		1,102,516.80
Beginning Fund Balance		1,102,516.80
Net of Revenues VS Expenditures		136,860.75
Ending Fund Balance		1,239,377.55
Total Liabilities And Fund Balance		1,356,235.60

Fund 250 WDDA OPERATING

GL Number	Description	Balance
*** Assets ***		
250-000-001.000	CASH	4,727.08
250-000-002.000	SAVINGS	399,356.72
250-000-002.001	SHARES	53.70
250-000-003.001	CERTIFICATE OF DEPOSIT	602,584.81
Total Assets		1,006,722.31
*** Liabilities ***		
250-000-202.000	ACCOUNTS PAYABLE	1,645.00
Total Liabilities		1,645.00
*** Fund Balance ***		
250-000-370.379	RESTRICTED FUND BALANCE	744,368.34
Total Fund Balance		744,368.34
Beginning Fund Balance		744,368.34
Net of Revenues VS Expenditures		260,708.97
Ending Fund Balance		1,005,077.31
Total Liabilities And Fund Balance		1,006,722.31

Fund 396 WDDA G/O DEBT SERVICE FUND

GL Number	Description	Balance
*** Assets ***		
396-000-001.000	CASH	806.63
Total Assets		806.63
*** Liabilities ***		
396-000-202.000	ACCOUNTS PAYABLE	800.00
Total Liabilities		800.00
*** Fund Balance ***		
396-000-370.379	RESTRICTED FUND BALANCE	3,130.08
Total Fund Balance		3,130.08
Beginning Fund Balance		3,130.08
Net of Revenues VS Expenditures		(3,123.45)
Ending Fund Balance		6.63
Total Liabilities And Fund Balance		806.63

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	Squatrito	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



October 16, 2018

DDA Water & Sewer Projects Progress Report

Project Description: Pickard Road Water Main Loop – Pickard Rd. to Summerton Rd. north to Entrance SCIT Water Park/Greensuites

Project Construction: \$276,325

Anticipated Project Schedule:

Engineering: Completed May 2018 - DDA review/ June 2018 meeting

Permitting: 6 - 8 weeks

Bidding: Bids Due 7- 25- 2018 10:00 a.m.

Construction: Commencement within 30 days of Signed Contract or Notice to Proceed/90 calendar days substantial completion & 30 calendar day final completion = 120 days contract

Project Status:

Engineered Drawings and Specifications Commenced/Preliminary Design Completed/Final Design Completed/Construction Contract Awarded

Permits Applied For:

MDEQ Act 399 Permit - Received

Isabella County Road Commission - Applied for May 2018/Rcvd July 27, 2018

Isabella County Soil Erosion - Received

Isabella County Drain Commission - Received

MDOT Permit - application after construction contract award/contractor required for application

Activities Performed During this Reporting Period:

On-site meeting held with SCIT, MIGIZI, Gourdie Fraser, Union Township, Isabella Corporation regarding project materials received/onsite

Activities Planned for Next Reporting Period:

Construction Commencement - Week of October 22, 2018

Issues/Resolution:

Awaiting information from Consumers Energy on high pressure gas lines located on Pickard Road/Received week of October 8, 2018

Project Changes:



October 16, 2018

DDA Water & Sewer Projects Progress Report

Project Description: Pump Station #1 Rehabilitation & Upgrade

Project OPC: \$428,525.00

Anticipated Project Schedule:

Engineering: 100 days/ September 2018

Permitting: 6 - 8 weeks

Bidding: Late 2018 - 30 day bid period

Construction: Spring 2019 - 120 day contract (depending on pump delivery)

Site survey performed by GFA to gather information for design purposes

Engineering Design

Preliminary Engineering (53%)

Topo & Easement Survey (100%)

Final Engineering and Design (Township review and permitting agencies changes - if required)

Activities Planned for Next Reporting Period:

Continue engineering and design

Issues/Resolution:

NA

Project Changes:

NA



October 16, 2018

DDA Water & Sewer Projects Progress Report

Project Description: Pump Station #14 - May Street Rehabilitation & Upgrade

Project OPC: \$277,550.00

Anticipated Project Schedule:

Engineering: 45 days/ July 2018

Permitting: 6 - 8 weeks

Bidding: 20 - 30 day bid period

Construction: Fall 2018 - 120 day construction schedule

Site survey performed by GFA to gather information for design purposes

Engineering Design

Preliminary Engineering (100%)

Topo & Easement Survey (100%)

Final Engineering and Design (100%) - Submittal to Township 8-22-2018

Permit submittals (100%)

MDEQ Part 41 Permit - Submitted 8-25-2018

Activities Planned for Next Reporting Period:

Bidding - dependent on receipt of MDEQ Part 41 Permit

comments received from MDEQ September 20, 2018 reply sent week of September 25, 2018

Issues/Resolution:

awaiting MDEQ Part 41 Permit

Project Changes:

NA