



BOARD OF TRUSTEES
Regular Meeting
February 12, 2020
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
Note: This is an opportunity for comments only, questions to the Board will not be answered at this time. For specific answers to questions, please call Township Hall (989-772-4600)
8. REPORTS/BOARD COMMENTS
 - A. Current List of Boards and Commissions – Appointments as needed
Appointments to the Planning Commission
 - B. Board Member Reports
9. CONSENT AGENDA
 - A. Communications
 - B. Minutes – January 22, 2019 – Regular Meeting
 - C. Accounts Payable
 - D. Payroll
 - E. Meeting Pay
 - F. Fire Reports
10. NEW BUSINESS
 - A. Discussion/Action: (DePriest) Approval of the 2020 Poverty Exemption and Guidelines and Resolution used by the Board of Review when considering property tax exemption requests
 - B. Discussion/Action: (Smith) Approval of the bid from RCL Construction for the installation of a third screw pump located at the Waste Water Treatment Plan
11. EXTENDED PUBLIC COMMENT: Restricted to 5 minutes regarding any issue
Note: This is an opportunity for comments only, questions to the Board will not be answered at this time. For specific answers to questions, please call Township Hall (989-772-4600)

12. MANAGER COMMENTS
13. FINAL BOARD MEMBER COMMENT
14. CLOSED SESSION
15. ADJOURNMENT

Board Expiration Dates

Planning Commission Board Members (9 Members) 3 year term			
#	F Name	L Name	Expiration Date
1-BOT Representative	Lisa	Cody	11/20/2020
2-Chair	Phil	Squatrito	2/15/2020
3-Vice Chair	Denise	Webster	2/15/2020
4-Secretary	Alex	Fuller	2/15/2020
5-Vice Secretary	Mike	Darin	2/15/2022
6	Stan	Shingles	2/15/2021
7	Ryan	Buckley	2/15/2022
8	James	Thering Jr.	2/15/2021
9	Doug	LaBelle II	2/15/2022
Zoning Board of Appeals Members (5 Members, 2 Alternates) 3 year term			
#	F Name	L Name	Expiration Date
1- PC Rep	Ryan	Buckley	2/18/2021
2 - Chair	Andy	Theisen	12/31/2022
3 - Vice Chair	Liz	Presnell	12/31/2022
4 - Secretary	Taylor	Sheahan-Stahl	12/31/2021
5 - Vice Secretary	Judy	Lannen	12/31/2022
Alt. #1	Brandon	LaBelle	12/31/2022
Alt. #2	Jim	Engler	2/15/2021
Board of Review (3 Members) 2 year term			
#	F Name	L Name	Expiration Date
1	Doug	LaBelle II	12/31/2020
2	James	Thering	12/31/2020
3	Bryan	Neyer	12/31/2020
Alt #1	Randy	Golden	1/25/2021
Citizens Task Force on Sustainability (4 Members) 2 year term			
#	F Name	L Name	Expiration Date
1	Don	Long	12/31/2020
2	Mike	Lyon	12/31/2020
3	vacant seat		12/31/2018
4-BOT Representative	vacant seat		11/20/2020
Construction Board of Appeals (3 Members) 2 year term			
#	F Name	L Name	Expiration Date
1	Colin	Herron	12/31/2021
2	Richard	Jakubiec	12/31/2021
3	Andy	Theisen	12/31/2021
Hannah's Bark Park Advisory Board (2 Members from Township) 2 year term			
1	Mark	Stuhldreher	12/31/2020
2	John	Dinse	12/31/2021
Chippewa River District Library Board 4 year term			
1	Ruth	Helwig	12/31/2023
2	Lynn	Laskowsky	12/31/2021



Board Expiration Dates

EDA Board Members (11 Members) 4 year term			
#	F Name	L Name	Expiration Date
1-BOT Representative	Ben	Gunning	11/20/2020
2	Thomas	Kequom	4/14/2023
3	James	Zalud	4/14/2023
4	Richard	Barz	2/13/2021
5	Robert	Bacon	1/13/2023
6	Marty	Figg	6/22/2022
7	Sarvjit	Chowdhary	1/20/2022
8	Cheryl	Hunter	6/22/2023
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	Robert	Sommerville	12/31/2022
Sidewalks and Pathways Prioritization Committee (2 year term)			
#	F Name	L Name	Expiration Date
1 - BOT Representative	Kimberly	Rice	11/20/2020
2 - PC Representative	Denise	Webster	8/15/2020
3-Township Resident	Sherrie	Teall	8/15/2021
4 - Township Resident	Jeremy	MacDonald	10/17/2020
5 - Member at large	Connie	Bills	8/15/2021

APPOINTMENT TO BOARDS & COMMISSIONS
OF CHARTER TOWNSHIP OF UNION
APPLICATION

RECEIVED
NOV 14 2019
BY: _____

Name: SARVJIT CHOWDHARY Date: 11/14/19

Address: 774 STONERIDGE DRIVE, MF PLEASANT, MI 48858

Phone (home) (989) 779-2900 (cell) (989) 400-2686 (work) —

Email: Sarjichowdhary@yahoo.com

Occupation: RETIRED

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

2nd Zoning Board of Appeals Must be a Union Township Resident

3rd Board of Review Must be a Union Township Resident

1st Planning Commission Must be a Union Township Resident

_____ EDA Must meet one of the following qualifications:
 Property owner in East or West DDA
 Property owner in East or West DDA
 Resident in Union Township

_____ OTHER *Specify Board: _____

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

I am retired and will like to serve my community, fellow citizens and families for empowerment

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

I am an experienced professional with training in Planning, reviewing and executing at county, state and Federal levels.

Signature: Sarjit Chowdhary Date: 11/14/19

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

RECEIVED
DEC 12 2019
BY: _____

Name: Philip Squattrito Date: Dec. 10, 2019
Address: 1797 James Court
Phone (home) 772-5450 (cell) 941-7260 (work) 774-4407
Email: p.squattrito@cmich.edu
Occupation: professor

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

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

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

To continue to apply previous experience on Planning Commission.

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

Served on PC since 2009. Participated in two Master Plan revisions and
the current Zoning revision in progress.

Signature: *Philip J. Squattrito* Date: 12/10/19

PHILIP J. SQUATTRITO

I. Personal

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

II. Education

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

III. Employment History

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

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

IV. Scholarly Activity

Seventy-Nine Peer-Reviewed Publications in Academic Journals between 1984 and 2019

V. Leadership

President, CMU Faculty Association (2005-2006)
Co-Chair, CMU Faculty Association Bargaining Team (2008, 2011, 2014, 2019)
Co-Chair, CMU Faculty Association Grievance Committee (2013-)
Chair, CMU Academic Senate (2009-2011)
American Chemical Society Central Region 2013 Meeting General Chair (2010-2013)
Chair, Charter Township of Union Planning Commission (2010-)

VI. Honors and Awards

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

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

Name: Alex Fuller Date: 12-19-19
Address: 834 E. Pickard Road
Phone (home) 989-772-1926 (cell) 989-621-7574 (work) 989-772-1309
Email: alex.fuller@mcguirksand.com
Occupation: Project Estimator / Project Manager

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

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

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

- 1) Current Planning Commission Member
2) Would like to continue working on the new zoning ordinance re-write.

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

Current Planning Commission Member

Signature:  Date: 12-19-19



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

Name: Connie Lee Bills, DPM Date: 1/9/20
Principal Residence Address: 3396 Saint Andrews Drive Mt. Pleasant MI 48885
Business/Work Address: 1205 S. Mission St. 11 Mt. Pleasant MI 48858
Telephone: (Home #) 989 5066275 (Work #) 989 7758500
Email Address Admin@familyfootcare.biz Occupation: Podiatrist

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

- Zoning Board of Appeals, Must be a Union Township resident.**
- Board of Review, Must be a Union Township resident.**
- Planning Commission, Must be a Union Township resident.**
- Economic Development Authority(EDA), Must own or operate a business in one of the DDA districts.**
- Citizens Advisory Board for _____
(Parks, Sustainability)**

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

I believe I can be a good planning
Commission representative

Qualifications and other information:

Sidewalks and Pathways committee Union twp 2018-present

Signature: 

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

RECEIVED
JAN 24 2020
BY: JL

Name: Jeff Sweet Date: January 24, 2020
Address: 2112 Cobblestone Court, Mt. Pleasant MI 48858
Phone (home) N/A (cell) 989-239-1516 (work) 989-773-1376
Email: jsweet@thefisher.co
Occupation: Project Manager

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

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

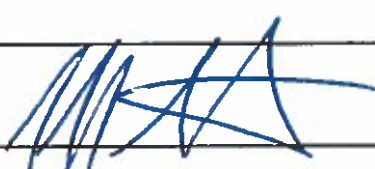
Please state reason(s) for interest in above board(s):

Please see attached letter

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

Please see attached letter

Signature: _____



Date: _____

January 24, 2020

Jeff Sweet

2112 Cobblestone Court

Mt. Pleasant, MI 48858

January 24, 2020

Ben Gunning

Supervisor

Charter Township of Union

2010 South Lincoln Road

Mt. Pleasant, MI 48858

Dear Supervisor Gunning,

I am writing to request your nomination to the Union Township Planning Commission. I have been a resident of the Mt. Pleasant area for 20 years and have called Union Township home for over 15 years. Union Township and its residents are very important to me and I am very proud to live, work and raise a family here.

In my professional life I am a Project Manager with Fisher Transportation and Vice President of Bucks Run Golf Club. I have volunteered within the community and state wide with varying roles. I served as a Trustee with Mt. Pleasant Community Church for six years (2013-2019), serving as Chair for one year. I currently coach youth basketball in Mt. Pleasant and have coached youth softball and baseball in Union Township. I also serve on the Cornerstone Home Owners Association board. I am the immediate past president of the Michigan Golf Course Superintendent's Association, serving as its president in 2019 and a board member from 2014 to 2018. Through my professional and volunteer experience I have learned the importance of collaboration and working side by side with people of varying and diverse backgrounds. Honesty, respect, and open communication are very important to me. I will apply these values to the Planning Commission.

I would like to continue my volunteerism as a member of the Union Township Planning Commission. I will bring a common-sense approach and an open mind to the Commission. I have no preconceived notions of the Commission and I don't come with an agenda, other than to serve the residents of Union Township. Union Township is a special place and I want to help guide the township with a positive and collaborative approach. I appreciate your time and consideration.

Sincerely,



Jeff Sweet

2020 CHARTER TOWNSHIP OF UNION
Board of Trustees
Regular Meeting Minutes

A regular meeting of the Charter Township of Union Board of Trustees was held on January 22, 2020 at 7:00 p.m. at Union Township Hall.

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

Roll Call

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

Approval of Agenda

Mielke moved **Hauck** 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.
Closed 7:01 p.m.

Reports/Board Comments

A. Current List of Boards and Commissions – Appointments as needed

B. Board Member Reports

Gunning – EDA updates
Cody – City of Mt. Pleasant Updates, attended Train the Trainer Class hosted by Bureau of Elections, Election training 1/23/20 at 5 p.m. and 1/28/20 at 9 a.m.
Hauck -Road Commission updates
Lannen – MTA Isabella County Chapter updates, Isabella County Commission updates, attended MTA workshop 1/22/20
Mielke – Confirmed that our Township Manager is a member of Census Task force
Rice - Reminder that Winter 2019 tax bills are due 2/14/2020 & payments may be made online.

C. Planning Commission and ZBA updates by Community and Economic Development Director

Consent Agenda

- A. Communications
- B. Minutes – December 18, 2019 - regular meeting
- C. Accounts Payable
- D. Payroll
- E. Meeting Pay
- F. Fire Reports

Rice moved Mielke supported to approve the consent agenda. **Vote: Ayes: 6 Nays: 0. Motion Carried.**

BOARD AGENDA

- A. Discussion/Action: (Smith) Approve award of contract for the Charter Township of Union Water and Wastewater Financial Projection, Cost of Service, Rate Design, Miscellaneous Fee Schedule, and Connection Fee Study to Utility Financial Solutions, LLC (UFS)**

Cody moved Rice supported to approve awarding the contract for the Charter Township of Union Water and Wastewater Financial Projection, Cost of Service, Rate Design, Miscellaneous Fee Schedule, and Connection Fee Study to Utility Financial Solutions, LLC (UFS). **Vote: Ayes: 6 Nays: 0. Motion Carried.**

- A. Discussion/Action Discussion: (Stuhldreher) Policy Governance 2.5 Financial Condition and Activities**

Discussion by the Board of Trustees.

EXTENDED PUBLIC COMMENT: RESTRICTED TO 5 MINUTES REGARDING ANY ISSUE

Open 7:55 p.m.

No comments were offered.

Closed 7:55 p.m.

MANAGER COMMENTS

- Shared that he will be out next week and Kim Smith will be acting Township Manager
- Census update, confirmed Local Census Advisory Committee met and the Township will be displaying a banner in the lobby regarding the upcoming Census to promote public awareness as well as passing out small promotional items.
- Thanked Joy Smith, GIS Specialist for her assistance with a data verification exercise with the Census Bureau.
- Met with Clerk Cody and Township Staff to assist with advertising for Election Inspectors.

FINAL BOARD MEMBER COMMENTS

Gunning – Encourages both alternates of ZBA to attend all meetings, suggested that they be compensated for their time attending and preparing for the meetings.

Hauck moved **Cody** supported effective January 22, 2020, that the alternates of the ZBA come prepared and receive the same compensation as the current ZBA members, whether they are called upon by the Chair to make a full board or not. **Vote: Ayes: 6 Nays: 0. Motion Carried.**

Hauck – Mentioned class that he attended regarding elected officials and questioned if an elected Clerk should be a full-time position.

Mielke – Commented that the Board of Trustees supports the Planning Commission and ZBA, shared that items can always be tabled in order to gather additional information from Township Staff or Township Attorney. Shared that the Community and Economic Development Director will assist in training newly appointed members.

Rice – Shared that she has signed up for the Annual MTA conference and recommends all Board Members to attend. Shared that Clerk Cody saved the Township money on shipping fees by driving to pick up election supplies. Taxes due 2/14/2020 Reminder that payment can be made online at: <http://www.uniontownshipmi.com/>

CLOSED SESSION

ADJOURNMENT

Hauck moved **Cody** supported to adjourn the meeting at 8:20 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						
01/23/2020	101	315 (E)	00146	CONSUMERS ENERGY PAYMENT CENTER	2279 S MERIDIAN PUMP HOUSE	165.65
					2279 S MERIDIAN	1,077.06
					4511 E RIVER	12,505.56
					5319 E AIRPORT	86.11
					1046 S MISSION	146.31
					800 CRAIG HILL	56.70
					1605 SCULLY	90.36
					1633 S LINCOLN	419.84
					4520 E RIVER	603.87
					2424 W MAY	386.87
					2188 E PICKARD	110.16
					1776 E PICKARD	30.58
					2010 S LINCOLN	1,011.54
					1876 S LINCOLN	16.15
					1876 E PICKARD	189.88
					2180 S LINCOLN	26.60
					1660 BELMONT	234.26
					2495 E DEERFIELD	508.08
					3998 E DEERFIELD	135.96
					3248 S CONCOURSE	146.31
					5369 S CRAWFORD	91.33
					4795 S MISSION	2,337.09
					4797 S MISSION BARN	620.70
					5076 S MISSION	986.35
					4822 ENCORE	110.16
					4244 E BLUEGRASS	102.05
					5525 E REMUS	120.19
					5537 E BROADWAY	327.64
					2055 ENTERPRISE	309.90
					2270 NORTHWAY	30.16
					5144 BUDD	25.36
					5142 BUDD	229.50
					1933 S ISABELLA	685.00
					900 MULBERRY	98.48
					2010 S LINCOLN L4 LIGHT	41.58
					48858 LED	41.56
					STREET LIGHTS	1,820.45
						<u>25,925.35</u>
01/23/2020	101	316 (E)	00146	VOID		
				VOID Reason: Created From Check Run Process		V
01/23/2020	101	317 (E)	00146	VOID		
				VOID Reason: Created From Check Run Process		V
02/03/2020	101	318 (E)	01105	MASTERCARD	MASTERCARD - CRAWFORD	19.94
					MASTERCARD - CRAWFORD	127.66
					MASTERCARD - BEBOW	912.95
					MASTERCARD BEBOW	184.75
					MASTERCARD - WALDRON	109.46
					MASTERCARD - DEARING	527.46
					MASTERCARD - DEARING	549.39
					MASTERCARD - RADAR	24.69
					MASTERCARD - RADAR	95.86
					MASTERCARD - MCBRIDE	859.50
					MASTERCARD - MCBRIDE	884.04

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
					MASTERCARD - ROCKAFELLOW	9.76
					MASTERCARD - RICE	485.00
					MASTERCARD - FUSSMAN	255.13
					MASTERCARD - STUHLREHER	91.00
					MASTERCARD - STUHLREHER	353.00
					MASTERCARD - HOHLBEIN	63.38
					MASTERCARD - TEALL	92.25
					MASTERCARD - TEALL	364.92
					MASTERCARD - OCKERT	113.65
					MASTERCARD - COFFELL	77.18
					MASTERCARD - COFFELL	11.44
					MASTERCARD - DEPRIEST	42.35
						<u>6,254.76</u>
02/03/2020	101	319 (E)	01105	VOID		
				VOID Reason: Created From Check Run Process		
02/06/2020	101	320 (E)	01186	COYNE PROPANE LLC	PROPANE - WATER PLANT	1,139.46
02/12/2020	101	21673	00020	JAMES ALWOOD	WELL SITE LEASE-JAN 20	347.24
02/12/2020	101	21674	00084	B S & A SOFTWARE	ONSITE TRAINING-BLDG/ZONING	4,165.00
02/12/2020	101	21675	00072	BLOCK ELECTRIC	ELECTRIC WORK - WATER PLANT	794.39
02/12/2020	101	21676	01240	BRAUN KENDRICK FINKBEINER PLC	COLLECTIVE BARGAINING-DEC 2019	3,175.00
02/12/2020	101	21677	01623	CLARK HILL PLC	LEGAL-PUNG PROPERTY-DEC 2019	2,520.00
02/12/2020	101	21678	00129	CMS INTERNET, LLC	NEW COMPUTER-ECON DEV DIRECTOR	1,866.48
					CHARGING CORD FOR TREASURER	49.99
					HEADWORKS BLDG MONITOR & KEYBOARD/MOUSE	239.98
						<u>2,156.45</u>
02/12/2020	101	21679	01515	LISA M CODY	ELECTION SUPPLIES & TRAINING MILEAGE REI	275.83
02/12/2020	101	21680	00155	COYNE OIL CORPORATION	FUEL IN TOWNSHIP VEHICLES - JAN 2020	517.36
					FUEL IN TOWNSHIP VEHICLES-JAN 2020	578.25
						<u>1,095.61</u>
02/12/2020	101	21681	01242	CULLIGAN WATER	WATER COOLER - SHOP	8.00
02/12/2020	101	21682	01171	DBI BUSINESS INTERIORS	INK PAD REPLACEMENT-ACCOUNTING	10.40
					OFFICE CHAIR FOR COMMUNITY & ECON DEV DI	356.55
					PAPER/BINDERS/CLIPS - TWP HALL	179.46
					STORAGE BOXES FOR WTR/SWR DEPT	29.88
					LABELS,DATE STAMP & STAMP REPLACEMENT PA	56.25
					REPLACEMENT INK PAD	7.60
						<u>640.14</u>
02/12/2020	101	21683	00201	ELHORN ENGINEERING COMPANY	BULK CHLORINE	4,174.50
02/12/2020	101	21684	00213	FASTENAL COMPANY	WEDGE ANCHR/FENDER-PUMP STATION #9	6.92
02/12/2020	101	21685	00249	GILL-ROY'S HARDWARE	PARTS FOR WATER MAIN TAPPING TOOL	11.18
					600LB HAND TRUCK-TWP HALL	109.99
						<u>121.17</u>
02/12/2020	101	21686	00262	GRAND TRAVERSE RUBBER SUPPLY	6" SUCTION HOSE FOR GORMAN RUPP TRASH PU	537.68
					4" HOSE/CAMLOCK/CLAMP	383.80
						<u>921.48</u>
02/12/2020	101	21687	00266	HACH COMPANY	SD900 SAMPLER REPAIR FEE	1,212.65

V

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
					SD900 SAMPLER REPAIR FEE	1,212.65
						<u>2,425.30</u>
02/12/2020	101	21688	00307	IDEXX DISTRIBUTION, INC	VESSELS W/ST AND COLISURE 200T QUANTI-CULT	1,637.59 257.96
						<u>1,895.55</u>
02/12/2020	101	21689	01516	JACK'S AUTO GLASS INC.	WINDSHIELD REPLACEMENT-2015 F350	495.00
02/12/2020	101	21690	01324	KENEWELL GROUP	BUSINESS CARDS - NANNEY	69.00
02/12/2020	101	21691	00362	KRAPOHL FORD & LINCOLN	OIL CHANGE AND INSPECTION	69.70
02/12/2020	101	21692	01030	TIM LANNEN	MILEAGE TO MTA MEETING-GAYLORD	133.40
02/12/2020	101	21693	00001	M T A	MTA MEETING FEE-LANNEN	41.00
02/12/2020	101	21694	00391	MAPPING SOLUTIONS, LLC	MATS ANNUAL RENWAL FOR SINGLE USER	495.00
02/12/2020	101	21695	01356	MCLAREN CENTRAL MICHIGAN	DRUG SCREEN NEW EMPLOYEE-NANNEY RANDOM DRUG SCREEN - RENTAL INSP CONSORTIUM FEE 4TH Q 2019	27.00 70.00 157.50
						<u>254.50</u>
02/12/2020	101	21696	00437	MIDDLE MICHIGAN DEVELOPMENT CORP	MMDC 2020 ANNUAL CLIENT FEE	10,000.00
02/12/2020	101	21697	00506	MEEKHOF TIRE SALES & SERVICE INC	TIRE REPLACEMENT & SERVICE-2006 F150	199.80
02/12/2020	101	21698	01136	OPTO SOLUTIONS, INC	RG58 PATCH CORD	18.75
02/12/2020	101	21699	01438	PATERSON PLUMBING SERVICE INC.	HOT WATER PUMP INSTALL-TWP HALL	425.00
02/12/2020	101	21700	00518	PEERLESS-MIDWEST, INC.	WELL TESTING/AQUIFER ANALYSIS-WELL #11	12,550.00
02/12/2020	101	21701	00131	PERCEPTIVE CONTROLS, INC	REMOTE IGNITION SERVICE WASTEWATER IGNITION REMOTE SUPPORT	378.00 126.00
						<u>504.00</u>
02/12/2020	101	21702	01489	PFM FINANCIAL ADVISORS LLC	2019 ANNUAL BOND DISCLOSURE	1,100.00
02/12/2020	101	21703	01651	REVORE LAW FIRM, P.L.C.	LEGAL FOR MTT CASES-JAN 2020	111.00
02/12/2020	101	21704	00570	RS TECHNICAL SERVICES, INC.	PUMP TUBE ASSEMBLY	173.33
02/12/2020	101	21705	01293	SHAY WATER CO/CUSTOM COFFEE SERV	COFFEE FOR TOWNSHIP HALL	120.00
02/12/2020	101	21706	01090	SIMPLY ENGRAVING	NAME PLATES FOR TWP HALL	116.50
02/12/2020	101	21707	00601	KIMBERLY SMITH	DEC 19/JAN 20 MILEAGE REIMBURSEMENT	282.29
02/12/2020	101	21708	01254	LARRY M SOMMER	NMCOA TRAINING-MEAL REIMBURSMENT	20.19
02/12/2020	101	21709	01495	MARK STUHLDTREHER	ROTARY LUNCH & ANNUAL DUES REIMBURSEMENT	146.50
02/12/2020	101	21710	00668	UNITED PARCEL SERVICE	SAMPLE SHIPPING TO HACH COMPANY SAMPLE SHIPPING TO HACH	134.88 45.30
						<u>180.18</u>
02/12/2020	101	21711	01013	USA BLUE BOOK	EXTRA-LONG SHACKLE PADLOCK	122.32
02/12/2020	101	21712	01314	VERIZON WIRELESS	CELL PHONES 12-16-19 TO 1-15-20	420.54
02/12/2020	101	21713	00703	WASTE MANAGEMENT OF MICHIGAN, INC	DUMPSTER SERVICE-WWTP FEB 2020 DUMPSTER SERVICE-WTR FEB 2020 DUMPSTER SERVICE-MCDONALD FEB 2020 DUMPSTER SERVICE-TWP HALL FEB 2020 DUMPSTER SERVICE-JAMESON JAN 2020 DUMPSTER SERVICE-SHOP FEB 2020	912.65 82.87 204.99 69.42 135.91 53.28
						<u>1,459.12</u>
02/12/2020	101	21714	00723	WINN TELECOM	PHONE SERVICE 2/1/20 - 2/29/20	331.70
02/12/2020	101	21715	01246	WOLVERINE POWER SYSTEMS	OIL FILTER & CHANGE-MERIDIAN WELL SITE OIL FILTER & CHANGE-DEERFIELD TOWER OIL FILTER & CHANGE-RIVER ROAD	325.00 290.00 290.00

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
					OIL FILTER & CHANGE-LIFT STATION 7	290.00
					OIL FILTER & CHANGE-LIFT STATION 6	912.96
					OIL FILTER&CHANGE-ISABELLA WELL SITE UNI	565.00
					OIL FILTER&CHANGE-ISABELLA WELL SITE UNI	300.00
					OIL FILTER & CHANGE - LIFT STATION 14	300.00
					OIL FILTER & CHANGE - TRAILER UNIT 3	290.00
					OIL FILTER & CHANGE - TRAILER UNIT 1	291.65
					OIL FILTER & CHANGE-BROADWAY TOWER	210.00
					OIL FILTER & CHANGE - WWTP	565.00
						<u>4,629.61</u>
02/12/2020	101	21716	01483	XEROX FINANCIAL SERVICES	LEASE PAYMENT-JAN 2020	<u><u>1,500.76</u></u>
101 TOTALS:						
Total of 50 Checks:						94,011.34
Less 3 Void Checks:						0.00
Total of 47 Disbursements:						<u><u>94,011.34</u></u>

Charter Township of Union Payroll
--

CHECK DATE: January 23, 2020.

PPE: January 18, 2020

NOTE: PAYROLL TRANSFER NEEDED

General Fund	\$	29,951.14
Fire Fund		-
EDDA		-
WDDA		-
Sewer Fund		36,143.39
Water Fund		24,163.16
Total To Transfer from Pooled Savings	\$	90,257.69

NOTE: CHECK TOTAL FOR TRANSFER

Gross Payroll	\$	58,874.87
Employer Share Med		847.02
Employer Share SS		3,621.61
SUI		931.86
Pension-Employer Portion		4,782.59
Workers' Comp		827.57
Life/LTD		-
Dental		1,153.99
Health Care		19,078.08
Vision		-
Vision Contribution		-
Health Care Contribution		-
Cobra/Flex Administration		140.10
PCORI Fee		-
Total Transfer to Payroll Checking	\$	90,257.69

Charter Township of Union Payroll
--

CHECK DATE: February 6, 2020.

PPE: February 1, 2020

NOTE: PAYROLL TRANSFER NEEDED

General Fund	\$	30,776.28
Fire Fund		
EDDA		
WDDA		
Sewer Fund		35,028.33
Water Fund		23,598.00
Total To Transfer from Pooled Savings	\$	89,402.61

NOTE: CHECK TOTAL FOR TRANSFER

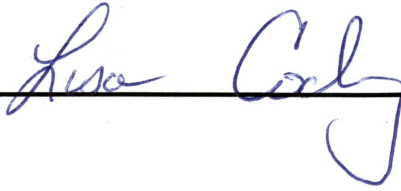
Gross Payroll	\$	60,016.89
Employer Share Med		812.39
Employer Share SS		3,473.80
SUI		805.43
Pension-Employer Portion		4,858.27
Workers' Comp		847.52
Life/LTD		583.17
Dental		1,223.52
Health Care		19,986.56
Vision		321.04
Vision Contribution		(160.52)
Health Care Contribution		(3,365.46)
Cobra/Flex Administration		-
PCORI Fee		-
Total Transfer to Payroll Checking	\$	89,402.61

**CHARTER TOWNSHIP OF UNION
MEETING PAY REQUEST FORM
2020**

BOARD MEMBER: Lisa Cody

MONTH: January

Date	Meeting	Time Attended		Total
		1hr or less	More than Hr	
1/13/2020	City Commission Meeting	X		50

SIGNATURE:  **Date:** 1/27/2020

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.

CHARTER TOWNSHIP OF UNION
MEETING PAY REQUEST FORM

~~2019~~
2020

BOARD MEMBER: TIM LANNEN

MONTH: JANUARY

Date	Meeting	Time Attended		Total
		1hr or less	More than Hr	
1-7-2020	Isabella County BOC	✓		\$50
1-15-2020	Council of Government	✓		\$50
1-21-2020	County Board of Commissioners	✓		\$50
1-22-2020	MTA Workshop - Gaylord		✓	\$75

SIGNATURE: Tim Lannen Date: 1-22-2020

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.

Meeting
~~1-20~~

CHARTER TOWNSHIP OF UNION
MEETING PAY REQUEST FORM
2019

BOARD MEMBER: Tim Lannen

MONTH: December

Date	Meeting	Time Attended		Total
		1hr or less	More than Hr	
12.3.2019	Isabella County BOC	✓		\$50
12.18.2019	Isabella County BOC	✓		\$50

SIGNATURE: Tim Lannen Date: 12.18.19

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 Jan 13, 2020 through Jan 19, 2020**

Category	Code	Description	Twp	Resp	City
Fire	100	Fire, Other			
	111	Building Fire			
	112	Fires in Structures other than a Building			
	113	Cooking Fire			1
	114	Chimney or Flue Fire			
	116	Fuel Burner/Boiler Malfunction			
	118	Trash or Rubbish fire, contained			
	130	Mobile Property Fire, Other			
	131	Passenger Vehicle Fire			
	132	Road freight or transport vehicle fire			
	136	Self-propelled Motor Home/Recreational			
	137	Camper or Recreational Vehicle (RV) Fire			
	138	Off-road vehicle of heavy equipment fire			
	140	Natural Vegetation Fire			
	143	Grass/Brush fire			
	150	Outside Rubbish Fire, other			
	151	Outside Rubbish Fire, trash or waste fire			
	154	Dumpster Fire			
	160	Special Outside Fire, Other			
	Overpressure Rupture, (No Fire)	200	Overpressure rupture, explosion, overheat		
251		Excessive heat, scorch burns with no fire			
231		Chemical reaction rupture of process vessel			
Rescue & EMS Incident	300	Rescue, EMS incident, other			
	311	Medical Assist to EMS Crew			
	321	EMS Call excluding Veh. Accident	1	2	1
	322	Motor Vehicle Acc. W/ Injuries	1	2	2
	323	Motor Vehicle Acc/Pedestrian			
	324	Motor Vehicle Acc. W/no Injuries	1	3	
	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	3	
	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	2	
	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			
	744	Detector activation, no fire			
	745	Alarm System Act. - Unintentional	1	3	1
	746	Carbon Monoxide Activation, NO CO			
Severe Weather					
	812	Flood Assessment			
Special Incident Type	813	Wind Storm, Tornado/Hurricane Assessment			
	814	Lightning Strike (No Fire)			
	911	Citizen Complaint			
	9002	Civil Infraction Issued			
	9003	Affidavit Issued			
		Total Response for Union Twp/City	6		6
		YTD Response for Union Twp/City	17		15

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

Mount Pleasant Fire Department

**Fire Experience Report For Union Township/City of Mt. Pleasant
Period Jan 20, 2020 through Jan 26, 2020**


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			
	118	Trash or Rubbish fire, contained			
	123	Fire in portable building, fixed location			
	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			1
	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			1
	311	Medical Assist to EMS Crew			
	321	EMS Call excluding Veh. Accident			2
	322	Motor Vehicle Acc. W/ Injuries			1
	323	Motor Vehicle Acc/Pedestrian			
	324	Motor Vehicle Acc. W/no Injuries			
	331	Lock-In (If lock out use 551)			
	342	Search for Person in Water			
	352	Extrication of Victim (s) from vehicle			
	353	Remove Victim from Stalled Elevator			
	360	Water & Ice-related Rescue, Other			
	361	Swimming /recreational water area rescue			
	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	3	
	413	Oil of Combustible Liquid Spill			
	420	Toxic Condition, Other			

	421	Chemical Hazard (No Spill or Leak)			
	422	Chemical Spill or Leak			
	423	Refrigeration Leak			
	424	Carbon Monoxide Incident	1	2	1
	440	Electric Wiring/Equipment Problem			1
	441	Heat from Short Circuit			
	442	Overheated Motor			
	443	Breakdown of Light Ballast			
	444	Power Line Down			
	445	Arcing, shorted electrical equipment			
	451	Biological hazard, confirmed or suspected			
	461	Building or Structure Weakened or Collapsed			
	462	Aircraft Standby			
	463	Vehicle Accident, general cleanup			
	480	Attempted burning, illegal action, other			
	4441	Utility Line Down			
Service Call					
	500	Service Call - Other			
	510	Person in Distress			
	511	Lock-out			
	512	Ring or Jewelry removal			
	520	Water Problem, Other			
	521	Water Evacuation			
	522	Water of Steam Leak			
	531	Smoke or Odor Removal			
	542	Animal Rescue			
	552	Police Matter			1
	553	Public Service			
	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			
	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			
	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			
	814	Lightning Strike (No Fire)			
	911	Citizen Complaint			
	9002	Civil Infraction Issued			
	9003	Affidavit Issued			
		Total Response for Union Twp/City	2		8
		YTD Response for Union Twp/City	19		23

 Emergency - MPFD

 Emergency - MPFD Secondary to MMR

 Non - Emergency

Mount Pleasant Fire Department

**Fire Experience Report For Union Township/City of Mt. Pleasant
Period Jan 27, 2020 through Feb 2, 2020**


Category	Code	Description	Twp	Resp	City
Fire	100	Fire, Other	1	3	
	111	Building Fire			
	112	Fires in Structures other than a Building			
	113	Cooking Fire			
	114	Chimney or Flue Fire			
	116	Fuel Burner/Boiler Malfunction			
	118	Trash or Rubbish fire, contained			
	123	Fire in portable building, fixed location			
	130	Mobile Property Fire, Other			
	131	Passenger Vehicle Fire			
	132	Road freight or transport vehicle fire			
	136	Self-propelled Motor Home/Recreational			
	137	Camper or Recreational Vehicle (RV) Fire			
	138	Off-road vehicle of heavy equipment fire			
	140	Natural Vegetation Fire			
	143	Grass/Brush fire			
	150	Outside Rubbish Fire, other			
	151	Outside Rubbish Fire, trash or waste fire			
	154	Dumpster Fire			
	160	Special Outside Fire, Other			
Overpressure Rupture, (No Fire)	200	Overpressure rupture, explosion, overheat			
	251	Excessive heat, scorch burns with no fire			1
	231	Chemical reaction rupture of process vessel			
Rescue & EMS Incident	300	Rescue, EMS incident, other			
	311	Medical Assist to EMS Crew			1
	321	EMS Call excluding Veh. Accident			3
	322	Motor Vehicle Acc. W/ Injuries			1
	323	Motor Vehicle Acc/Pedestrian			
	324	Motor Vehicle Acc. W/no Injuries	1	4	
	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			
	442	Overheated Motor			
	443	Breakdown of Light Ballast			
	444	Power Line Down			
	445	Arcing, shorted electrical equipment			
	451	Biological hazard, confirmed or suspected			
	461	Building or Structure Weakened or Collapsed			
	462	Aircraft Standby			
	463	Vehicle Accident, general cleanup			
	480	Attempted burning, illegal action, other			
	4441	Utility Line Down			
Service Call					
	500	Service Call - Other			
	510	Person in Distress			
	511	Lock-out			
	512	Ring or Jewelry removal			
	520	Water Problem, Other			
	521	Water Evacuation			
	522	Water of Steam Leak			
	531	Smoke or Odor Removal			
	542	Animal Rescue			
	552	Police Matter			
	553	Public Service			
	555	Defective Elevator, No Occupants			
	561	Unauthorized Burning			
	571	Cover assignment, standby, moveup			
Good Intent Call					
	600	Good Intent Call, Other			
	611	Dispatched and Cancelled en route			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	1	2	
	732	Extinguishing System Activation - Malfunction			
	733	Smoke Det. Activation - Malfunction			1
	734	Heat Detector Activation - Malfunction			
	735	Alarm system sounded due to malfunction			

	736	CO detector activation due to malfunction	2	2/3	
	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			
	814	Lightning Strike (No Fire)			
	911	Citizen Complaint			
	9002	Civil Infraction Issued			
	9003	Affidavit Issued			
		Total Response for Union Twp/City	5		9
		YTD Response for Union Twp/City	24		32

 Emergency - MPFD

 Emergency - MPFD Secondary to MMR

 Non - Emergency

REQUEST FOR TOWNSHIP BOARD ACTION**To:** Mark Stuhldreher - Township Manager**DATE:** February 5, 2020**FROM:** Patricia DePriest, Assessor**DATE FOR BOARD CONSIDERATION:** February 12, 2020**ACTION REQUESTED:** Approval of the 2020 Poverty Exemption and Guidelines and Resolution used by the Board of Review when considering property tax exemption requests.Current Action Emergency Funds Budgeted: If Yes Account # No N/A

Finance Approval _____

BACKGROUND INFORMATION

Each year the Board of Trustees are required to approve the guidelines for use by the Board of Review when considering poverty tax exemptions.

In order to qualify, the taxpayer must complete an application each year and must meet the Federal poverty guidelines for total income in the household and an asset test set by the local unit. The Board of Review is required to follow the policy and guidelines of Township in granting or denying an exemption unless the Board of Review determines there are substantial and compelling reasons why there should be a deviation from the policy and guidelines.

The guidelines and resolution are attached.

SCOPE OF SERVICES

The Board of Review must consider each poverty exemption application using the guidelines set forth in the attached resolution. The applicant can submit the application for consideration at the March, July, or December Board of Review meeting if granted the exemption only applies to the ad valorem property tax. Special Assessments such as, Recycling, drains, paving, water and sewer are still the responsibility of the taxpayer.

JUSTIFICATION

The individuals that are qualified for the exemption avoid the possibility that their residence could be forfeited for delinquent taxes.

PROJECT IMPROVEMENTS

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

1. Community well-being and common good

COSTS

The total taxable value loss for 2020 tax year is estimated at One Hundred Thirty-two Thousand One Hundred Eleven Dollars of taxable value (\$132,111) based on current year applications. The total loss in revenue County wide is Three Thousand Eight Hundred Eight-eight Dollars (\$3,888).

PROJECT TIME TABLE

NA

RESOLUTION

Resolved by _____ Seconded by _____

Yes: _____

No: _____

Absent: _____

CHARTER TOWNSHIP OF UNION

Resolution for Adoption of Poverty Exemption Guidelines

At a meeting of the Township Board of the Charter Township of Union, Isabella County, Michigan held at 2010 South Lincoln Road, Mt. Pleasant, Michigan 48858 on the 12th day of February 2020:

Present:

Absent:

The following resolution was offered by _____ and supported by _____

WHEREAS, the adoption of guidelines used by the Board of Review when reviewing applications for poverty exemptions is required of the Township Board; and

WHEREAS, the principal residence of persons, who the Assessor and Board of Review determines by reason of poverty to be unable to contribute to the public charge, is eligible for exemption in whole or in part from taxation under Public Act 390 of 1994 (MCL 211.7u); and

WHEREAS, pursuant to PA 390 of 1994, the Charter Township of Union, Isabella County adopts the following guidelines for the Board of Review to utilize. The guidelines shall include but not be limited to the specific income and asset levels of the claimant and all persons residing in the household. The Board of Review established the asset level not to exceed Thirty Percent (30%) of the True Cash Value of the Principal Residence.

To be eligible, a person shall do all the following on an annual basis:

- 1) Be an owner of and occupy property as a principal residence for which an exemption is requested.
- 2) File a claim with the assessor or Board of Review, accompanied by federal and state income tax returns for all persons residing in the principal residence.
- 3) File a claim reporting that the combined assets of all persons do not exceed thirty percent (30%) of the true cash value of the principal residence. Assets include but are not limited to, real estate other than the principal residence, personal property, motor vehicles, recreational vehicles and equipment, certificates of deposit, savings accounts, checking accounts, stocks, bonds, life insurance, retirement funds, etc.
- 4) Produce a valid driver's license or other form of identification as requested.
- 5) Produce, as requested, a deed, land contract, or other evidence of ownership of the property for which an exemption is requested.
- 6) Meet the federal poverty income guidelines as defined and determined annually by the United States Department of Health and Human Services and as listed herein. The annual allowable income includes income for all persons residing in the principal residence.

- 7) The application for an exemption shall be filed after January 1, but one day prior to the last day of the Board of Review. The filing of this claim constitutes an appearance before the Board of Review for the purpose of preserving the right of appeal to the Michigan Tax Tribunal.

Federal Poverty Guidelines for 2020 Assessments

<u>Number of Persons Residing In the Principal Residence</u>	<u>Poverty Guidelines Annual allowable income</u>
1 person	\$12,760.
2 persons	\$17,240.
3 persons	\$21,720.
4 persons	\$26,200.
5 persons	\$30,680.
6 persons	\$35,160.
7 persons	\$39,640.
8 persons	\$44,120.
Each additional person, add	\$ 4,480.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the assessor and Board of Review shall follow the above stated policy and federal guidelines in granting or denying an exemption, unless the Assessor and Board of Review determines there are substantial and compelling reasons why there should be a deviation from the policy and federal guidelines and these reasons are communicated in writing to the claimant.

ADOPTED:

AYES:

NAYS:

ABSENT:

I hereby certify that the foregoing constitutes a true and complete copy of a Resolution adopted by the Board of Trustees of the Charter Township of Union, County of Isabella, Michigan, at a regular meeting held on February 12, 2020.

Lisa Cody, Clerk

To: Mark Stuhldreher - Township Manager **DATE:** February 4, 2020
FROM: Kim Smith – Public Service Director **DATE FOR BOARD CONSIDERATION:** February 12, 2020
ACTION REQUESTED: Approval of the bid from RCL Construction for the installation of a third screw pump located at the Waste Water Treatment Plan in the amount of \$291,400.

Current Action Emergency _____

Funds Budgeted: If Yes Account # 590-540-977.000 No _____ N/A _____

Finance Approval _____

BACKGROUND INFORMATION

The original WWTP design and construction, which was completed in 2000, included the installation of an additional channel to accommodate a future third screw pump. The Township’s EGLE (formerly DEQ) Construction Permit issued in 1999, required the Township to install the third screw pump when the increase in demand and redundancy needs at the plant required it. To ensure proper planning for the future this project has been incorporated into the Township’s Sanitary Sewer Capital Improvement Plan for many years.

With the addition of new users over the last twenty-years and the need for redundancy during maintenance of the other two screw pumps the installation of a third screw pump has become increasingly essential to sustain the continued operation and reliability of the WWTP.

Based upon research with vendors and contractors, the Township had appropriated a budget of \$183,000 to provide for the installation of the third screw pump. In 2019, the Township publicly solicited bids from three (3) qualified contractors through the assistance of our engineer Gourdie Fraser. Unfortunately, due to rising costs of materials and labor over the past few years the bid prices exceeded the available budget and staff elected to rebid the following Spring 2020. Township staff adjusted the FY2020 budget to \$300,000 to account for increases in cost and possibly solicit more favorable bids. In January of 2020, the Township publicly solicited bids again but had only one (1) responsive bidder this time. As it would appear, the overall market for equipment and construction cost are continuing to rise coupled with limited labor force have not provided the result the Township was hoping to achieve.

The project was bid and we received one responsive bid for this work. This bid is as follows:

Bidder	Amount
RCL Construction	\$291,400

SCOPE OF SERVICES

The project consists of the purchase, installation and testing of the raw wastewater screw pump number 3 that is located at the headworks of the existing Waste Water Treatment Facility (WWTP). This includes the following major items:

- Procurement and installation of new pump and associated components.
- concrete work, patching, electrical work, painting, etc. to facilitate installation
- Manufacturer authorized start-up of new pump to include 2 days (16 hours)

- Provide onsite inspection and field testing of equipment.
- Mobilization, site restoration and cleanup
- Coordination of delivery and unloading of new equipment

JUSTIFICATION

It is recommended that RCL Construction be awarded the 2020 Screw Pump Number 3 Installation Project in the amount of \$291,400. This recommendation is based on favorable past work experience with this contractor, and the contractor’s ability to complete the scope of services detailed in the Request for Proposals.

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
3. Health

COSTS

\$291,400

This project was included in the FY2020 Budget account number 590-540-977 in the amount of \$300,000.

PROJECT TIME TABLE

Project Construction - thirty-days after receipt of equipment

Equipment Delivery estimate 18 – 20 weeks

RESOLUTION

Approval of the bid from RCL Construction for the installation of a third screw pump located at the Waste Water Treatment Plan in the amount of \$291,400.

Resolved by _____ Seconded by _____

Yes:
No:
Absent:



January 15, 2020

Ms. Kim Smith
Department of Public Services
5228 South Isabella Road
Mt. Pleasant, MI 48858

Re: Charter Township of Union: Water Treatment Plant Upgrades
Letter of Recommendation for Screw Pump No. 3 Installation
GFA #19059

Dear Kim:

We have reviewed the bids received on Thursday January 9, 2020 for the above referenced project. There was one (1) responsive bidder on the project and their bid price is summarized as follows:

RCL Construction, Inc.	
Total Bid	\$291,400.00

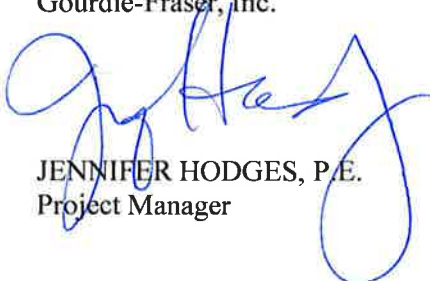
As the Engineer for the Township, GFA prepared bid documents, formally solicited bids and held a public bid opening to receive competitive prices from qualified contractors to perform this work.

Based upon review of the bids, it is our recommendation that you approve RCL as the low bidder for the bid price amount of \$291,400.00. Both GFA and the Township reviewed the references provided and have had favorable past working experience with them and deems them qualified to complete the work.

GFA will be providing all construction oversight, construction administration and assisting with project closeout for this on behalf of the Township. This will include measurements of quantities, processing of pay applications, change orders and adjustment of quantities through a balancing change order at the end of the project, as applicable.

Please contact me if you have any questions.

Very truly yours,
Gourdie-Fraser, Inc.



JENNIFER HODGES, P.E.
Project Manager

