

**2020 CHARTER TOWNSHIP OF UNION**  
**Board of Trustees**  
**Regular - Electronic Meeting Minutes**

A regular-electronic meeting of the Charter Township of Union Board of Trustees was held on June 24, 2020 at 7:00 p.m. as a virtual meeting through the Zoom meeting platform.

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

**Roll Call**

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

Technical issues – Woerle

**Approval of Agenda**

Cody moved Mielke supported to approve the Agenda as amended, moving Closed Session to Item 8 and adding New Business K. Consider Approval of Service Agreement for assessing services. **Roll Call Vote: Ayes: Gunning, Rice, Cody Hauck, Lannen, and Mielke Nays: 0. Motion carried.**

Woerle resumed back on Zoom platform.

**Presentations**

**Public Hearings**

**Public Comment**

Open: 7:08 p.m.

No comments were offered.

Closed 7:08 p.m.

**Closed Session**

**7:10 p.m.**

Rice moved Cody supported that the Board meet in closed session under Section 8(h) of the Open Meetings Act to consider written material from the Township's attorney that is exempt from disclosure by Section 13(1)(g) of the Freedom of Information Act, as well as under Section 8(e) of the Open Meetings Act to consult with the Township's attorney regarding specific pending litigation. **Roll Call Vote:**

**Ayes: Gunning, Rice, Cody, Hauck, Lannen, Mielke, and Woerle Nays: 0. Motion carried.**

**7:42 p.m.**

Mielke moved Woerle supported to come out of closed session. **Roll Call Vote: Ayes: Gunning, Rice, Cody, Hauck, Lannen, Mielke, and Woerle Nays: 0. Motion carried.**

**Reports/Board Comments**

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

Supervisor Gunning stated that he would like to nominate a person that is able to read site plans to the vacant Planning Commission seat.

**B. June Monthly Activity Report**

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

**D. Board Member Reports**

Cody – Residents are getting numerous applications, only one application needs to be submitted per election. Ballots can be tracked – link can be found by either going to

<http://www.uniontownshipmi.com/> and go to the Clerks Page or directly to the State of Michigan's website <https://mVIC.sos.state.mi.us/>

Rice – Taxes will be in mailboxes July 1, 2020; Sidewalk Committee meets June 29, 2020

Gunning – EDA updates

Hauck – Road Commission updates

Lannen – Comment related to COVID-19 urging residents and staff to continue to stay safe

Woerle – Spring 2% distributions were awarded, commented on projects the Township received:

Mary McGuire signal/signage upgrade, Broadway & Isabella road intersection improvements – design phase, and Chippewa River Water Trail Master Plan – Thanked the Saginaw Chippewa Indian Tribe for their generosity and support.

**Consent Agenda**

- A. Communications
- B. Minutes – June 10, 2020 – Regular Meeting
- C. Accounts Payable
- D. Payroll
- E. Meeting Pay
- F. Fire Reports

**Mielke moved Rice supported to approve the consent agenda as presented. Roll Call Vote: Ayes: Gunning, Rice, Cody, Hauck, Lannen, Mielke, and Woerle Nays: 0. Motion Carried.**

**BOARD AGENDA**

**A. Discussion/Action: (Smith) Approval of the Bid from The Isabella Corporation in the amount of \$118,055.00 for the construction of Well #11 transmission line and access driveway at the Isabella Treatment Plant**

**Hauck moved Cody supported to approve the Bid from The Isabella Corporation in the amount of \$118,055.00 for the construction of Well #11 transmission line and access driveway at the Isabella Treatment Plant. Roll Call Vote: Ayes: Gunning, Rice, Cody, Hauck, Lannen, Mielke, and Woerle. Nays: 0. Motion Carried.**

**B. Discussion/Action: (Nanne) To introduce and conduct a First Reading for the proposed PTXT20-01 Text Amendments to Sections 3.41, 13.2 and 30.4 of the Zoning Ordinance to update the standards and approval process requirements for sand and gravel pits and other extraction operations, and to revise the definition of lot**

**Lannen moved Cody supported to introduce and conduct a First Reading for the proposed PTXT20-01 Text Amendments to Sections 3.41, 13.2 and 30.4 of the Zoning Ordinance to update the standards and approval process requirements for sand and gravel pits and other**

extraction operations, and to revise the definition of lot. **Roll Call Vote: Ayes: Gunning, Rice, Cody, Hauck, Lannen, Mielke, and Woerle. Nays: 0. Motion Carried.**

- C. Discussion/Action: (Nanney) To consider approval of the Civil Engineering Services Proposal from Rowe Professional Services Company in the amount of \$24,900.00 for completion of topographic surveys, construction documents, bidding assistance, and construction engineering and administration services for new sidewalk construction on East Bluegrass Road, East Broomfield Road, and South Lincoln Road; and to authorize the Township Manager to sign the agreement**

Woerle moved Lannen supported to approve the Civil Engineering Services Proposal from Rowe Professional Services Company in the amount of \$24,900.00 for completion of topographic surveys, construction documents, bidding assistance, and construction engineering and administration services for new sidewalk construction on East Bluegrass Road, East Broomfield Road, and South Lincoln Road; and to authorize the Township Manager to sign the agreement. **Roll Call Vote: Ayes: Gunning, Rice, Cody, Hauck, Mielke, and Woerle. Nays: 0. Motion Carried.**

Lannen – technical issues during discussion – did not vote  
Lannen resumed back on Zoom platform.

- D. Discussion/Action: (Stuhldreher) Consider approval of a Special Assessment Policy regarding total project cost, number of annual installments and interest rate for citizen initiated public improvement paving projects, using PA 188 of 1954 as the underlying statute**

Mielke moved Hauck supported to table consideration of the Special Assessment Policy regarding total project cost, number of annual installments and interest rate for citizen initiated public improvement paving projects, using PA 188 of 1954 as the underlying statute to allow for Township Manager to modify the language discussed by the board and add item to the July 8, 2020 Board of Trustees meeting. **Roll Call Vote: Ayes: Gunning, Rice, Cody, Hauck, Lannen, Mielke, and Woerle. Nays: 0. Motion Carried.**

- E. Discussion/Action: (DePriest) Approve a Resolution for an alternate meeting date for the July 2020 Board of Review**

Woerle moved Mielke supported to approve the Resolution for an alternate meeting date for the July 2020 Board of Review, changing the date to July 23, 2020 at 5:30 p.m. **Roll Call Vote: Ayes: Gunning, Rice, Cody, Hauck, Lannen, Mielke, and Woerle. Nays: 0. Motion Carried.**

- F. Discussion (Stuhldreher) Policy Governance 2.5.10 Cash Flow Adequacy**  
Discussion by the Board.

- G. Discussion (Stuhldreher) Policy Governance 2.7 End Focus of Grant and Contracts**  
Discussion by the Board.

**H. Discussion (Board of Trustees) Policy Governance 3.5 Board Commission and Community Linkage Board of Trustees annual review**

Discussion by the Board.

**I. Discussion (Board of Trustees) Policy Governance 3.6 Supervisor's Role in the Board's Process Board of Trustees annual review**

Discussion by the Board.

**J. Discussion (Board of Trustees) Policy Governance 3.7 Duties of the Elected Department Heads Board of Trustees annual review**

Discussion by the Board.

**K. Discussion/Action: (Stuhldreher) Approval of Service Agreement with Edward VanderVries, sole proprietorship, for the provision of assessing for a three (3) year period and to name Mr. VanderVries as Union Township's Assessor of Record**

Lannen moved Mielke supported to approve the Service Agreement with Edward VanderVries, sole proprietorship, for the provision of assessing for a three (3) year period and to name Mr. VanderVries as Union Township's Assessor of Record. **Roll Call Vote: Ayes: Gunning, Rice, Cody, Hauck, Lannen, Mielke, and Woerle. Nays: 0. Motion Carried.**

**EXTENDED PUBLIC COMMENT: RESTRICTED TO 5 MINUTES REGARDING ANY ISSUE**

Open 11:17 p.m.

No comments were offered.

Closed 11:17 p.m.

**MANAGER COMMENTS**

- Township is open to the public, masks and health screening are required when entering the building by all visitors. Employees are already doing daily health screening and wearing masks.
- Union Township Zoning Ordinance Virtual Open House by Zoom 7:00 p.m., Tuesday, June 30, 2020 at <https://mcka.zoom.us/j/91738308430>
- Park restrooms have been opened
- City of Mt. Pleasant and Union Township have developed "Play Safe Guidelines" for any league baseball played during the summer 2020 season due to COVID-19

**FINAL BOARD MEMBER COMMENTS**

Rice – Thank you to the Saginaw Chippewa Indian Tribe for the 2% grant reward to the Township

Hauck – Commented on the windmill project in Isabella County

Lannen – Confirmed that the Township Administration have made several attempts to fill the Building Official position with a W-2 employee per the request of the Board

**ADJOURNMENT**

Cody moved Rice supported to adjourn the meeting at 11:24 p.m. **Vote: Ayes: 7 Nays: 0. Motion carried.**

**APPROVED BY:**



**Lisa Cody, Clerk**



**Ben Gunning, Supervisor**

*(Recorded by Jennifer Loveberry)*