

**Notice of an Electronically Conducted
Regular Meeting of the Charter Township of Union
Board of Trustees**

Notice is hereby given that the Charter Township of Union Board of Trustees will conduct their regularly scheduled January 27, 2021 meeting electronically at 7:00 p.m., consistent with the emergency declarations and direction from state and county health officials to slow the spread of the COVID-19 virus and the Open Meetings Act (Public Act 267 of 1976, as amended).

There will be no in-person public attendance in the Township Hall Board Room (2010 S. Lincoln Rd., Mt. Pleasant, MI 48858), although some Board of Trustees members and Township staff may choose to participate from this location.

All interested persons may attend and participate. The public may participate in the meeting by computer and smart phone using the following link to the electronic meeting location: <https://us02web.zoom.us/j/87243116560?pwd=ZlIING8veFlONGRSazBtNkITaHM4UT09> (Meeting ID Enter "872 4311 6560" Password enter "616232"). Access to the electronic meeting will open at 6:30 p.m. All participants will be placed in a virtual waiting room until the meeting moderator opens the meeting at 7:00 p.m.

To participate via telephone conference call, please call (312-626-6799). Enter "872 4311 6560" and the "#" sign at the "Meeting ID" prompt, and then enter "616232" at the "Password" prompt. Lastly, re-enter the "#" sign again at the "Participant ID" prompt to join the meeting.

The meeting agenda, packet of materials relating to the meeting, and instructions for connecting to the meeting electronically are available on the Township's website under "Minutes and Board Packets" at <http://www.uniontownshipmi.com/>.

Questions and comments will be received during the public comment sections of the meeting. For participants accessing via computer or smartphone to indicate a desire to address the Board of Trustees, please use the "Raise Your Hand" icon. First, click on the "Participants" button at the bottom center of the screen, and then click on the "Raise Your Hand" icon near the bottom right corner of the screen. To rise your hand for telephone dial-in participants, press *9. The Supervisor will call on you by the last three digits of your phone number to invite any comment, at which time you will be unmuted by the meeting moderator.

If there are a large number of participants, the Supervisor may choose to call on individuals by name or telephone number. Please speak clearly, and provide your name and address before making your comments. Please note that the meeting moderator will control the muting and unmuting of participants during public comment.

Written comments to the Board of Trustees may also be delivered to the drop box at the Township Hall. Comments received prior to 3:00 p.m. on 1/27/2021 will be read aloud to the Board of Trustees.

Persons with disabilities needing assistance to participate should call the Township office at (989) 772-4600. Persons requiring speech or hearing assistance may contact the Township through the Michigan Relay Center at 711. A minimum of one (1) business day of advance notice will be necessary for accommodation.

Instructions to Participate in an Electronically Conducted Regular Meeting of the Charter Township of Union Board of Trustees

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“Raise Your Hand” for Citizen Participation During the Public Comment Periods

Questions and comments will be received during the public comment sections of the meeting. For participants accessing via computer or smartphone to indicate a desire to address the Board of Trustees, please use the “Raise Your Hand” icon. **First, click on the “Participants” icon** at the bottom of your screen. **Next, click on the “Raise Your Hand” icon** near the bottom right corner of the screen.



Step 1 Step 2

Click “Lower Hand” to lower it if needed. If you are accessing via computer, you can also use the Alt+Y (Windows) or Option+Y (Apple) to raise or lower your hand. The host will be notified that you’ve raised your hand. The Mute/Unmute function will be controlled by the meeting moderator.

To rise your hand for telephone dial-in participants, press *9. The Supervisor will call on you by the last three digits of your phone number to invite any comment, at which time you will be unmuted by the meeting moderator.

Can I Use Bluetooth Headset? Yes, as long as the Bluetooth device is compatible with the computer or mobile device that you are using.

Do I have to have a webcam to join on Zoom? While you are not required to have a webcam to join a Zoom Meeting, you will not be able to transmit video of yourself. You will continue to be able to listen and speak during public comment, and view the webcam video of other participants.

Leaving the Meeting: Click the “Leave Meeting” link at the bottom of the screen at any time to leave the meeting.



BOARD OF TRUSTEES

**Regular Electronic Meeting. Instructions for access will be posted and available on website
(uniontownshipmi.com) home page**

January 27, 2021

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
 1. Appointment to the EDA term expiring 2/13/21 (four-year term) – Jeff Sweet
 2. Re-appointment to the Planning Commission term expiring 2/15/21 (three-year term) - Stan Shingles
 3. Appointment to the Planning Commission term expiring 2/15/21 (three-year term) – Tera Albrecht
 4. Board of Trustees Appointments to Organizations per Policy Governance Section 3.10.3
 - B. Monthly Report (under separate cover)
 - C. Planning Commission and ZBA updates by Community and Economic Development Director
 - D. Board Member Reports
9. CONSENT AGENDA
 - A. Communications
 - B. Minutes – December 16, 2020 – Regular Meeting
 - C. Accounts Payable
 - D. Payroll
 - E. Meeting Pay
 - F. Fire Reports

10. NEW BUSINESS

- A. Discussion/Action: (Smith) Adoption of McGuirk Subdivision Paving Special Assessment District Resolution #3 for the establishment of a Paving Special Assessment District
- B. Discussion/Action: (Stuhldreher) To conduct a Second Reading of the proposed PREZ 20-03 request from Grayling Investors LLC to rezone the northern 465 feet of PID 14-026-20-001-06 from the B-4 (General Business) to the B-5 (Highway Business) District and to adopt the proposed Ordinance Number 21-01 to amend the Charter Township of Union's Official Zoning Map accordingly
- C. Discussion/Action (Stuhldreher) To take action on the PSUP 20-02 Special Use Permit application from Malley Construction for expansion of their contractor's yard on to 8.59 acres of land (PID 14-011-30-001-07 and PID 14-011-40-002-00) south of East Airport Road and east of Packard Street in the I-1 (Light Industrial) zoning district
- D. Discussion/Action: (Smith) Consumers Energy Resolution lights Broomfield & Isabella
- E. Discussion/Action: (Stuhldreher) Consider the appointment of Mr. Rodney Nanney, Community and Economic Development Director, to the Airport Joint Operations Board
- F. Discussion/Action: (Stuhldreher) 2.1 Treatment of Consumers
- G. Discussion/Action: (Stuhldreher) 2.5 Financial Condition & Activities
- H. Discussion/Action: (Board of Trustees) Board of Trustees annual review of Board Governance Policy No. 3.1 – Governing Style

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	11/20/2024
2-Chair	Phil	Squatrito	2/15/2023
3-Vice Chair	Ryan	Buckley	2/15/2022
4-Secretary	Alex	Fuller	2/15/2023
5-Vice Secretary	Mike	Darin	2/15/2022
6	Stan	Shingles	2/15/2021
7	Jessica	Lapp	2/15/2023
8	vacant seat		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	vacant seat		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	12/31/2022
2	vacant seat		12/31/2020
3	Bryan	Neyer	12/31/2022
Alt #1	Randy	Golden	12/31/2022
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	12/31/2022
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	Bryan	Mielke	11/2024
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	12/31/2022
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 -PC Appointments)			
#	F Name	L Name	Expiration Date
1 - BOT Representative	Kimberly	Rice	11/20/2024
2 - PC Representative	Mike	Darin	8/15/2022
3 - Township Resident	Matt	Mertz	8/15/2021
4 - Township Resident	Jeremy	MacDonald	10/17/2022
5 - Member at large	vacant seat		8/15/2021
Mid Michigan Aquatic Recreational Authority (2 seat from Township) 3 year term			
#	F Name	L Name	Expiration Date
1 - City of Mt. Pleasant	John	Zang	12/31/2023
2 - City of Mt. Pleasant	Judith	Wagley	12/31/2022
1 -Union Township	Stan	Shingles	12/31/2023
2 - Union Township	Allison	Chiodini	12/31/2022
At Large			
At Large			

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



Name: Jeff Sweet Date: 1/19/2021
Address: 2112 Cobblestone Court Mt. Pleasant, MI 48858
Phone (home) _____ (cell) 989-239-1516 (work) 989-773-1376
Email: jsweet@thefisher.co
Occupation: Project Manager, Fisher Transportation. Vice President Bucks Run Golf Club

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> </u> | Planning Commission | Must be a Union Township Resident |
| X | 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):

Feel a duty to give back and be involved in my community. The EDA is a board I feel

I will be able to use my life experience to make a positive impact.

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):

Activley involved in the community as a youth coach, volunteer, past trustee of

Mt. Pleasant Community Church. Also past President of the MiGCSA

Signature:  Date: 1/19/2021



Name: Stan Shingles

Date: 1/13/2021

Address: 1575 Scully Road Mount Pleasant, MI 48858

Phone (home) 989 773-9037 (cell) 989 400-1982 (work) 989 4001982

Email: shinglsl@cmich.edu

Occupation: University Administrator

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

_____ Zoning Board of Appeals Must be a Union Township Resident

_____ Board of Review Must be a Union Township Resident

X 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

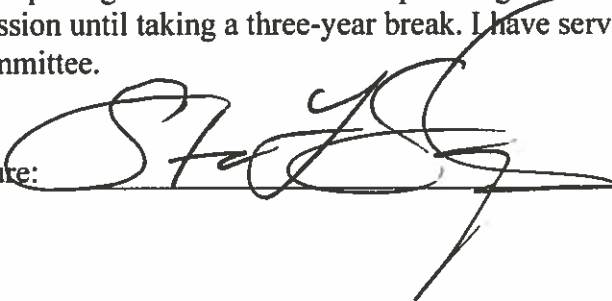
_____ OTHER *Specify Board: _____

Please state reason(s) for interest in above board(s): I am currently a member of the planning commission.

I previously served on the commission and returned after a three-year break. I have been committed to the work of the commission and have been an active participate. I believe the experience that I bring to the commission would be an asset to the citizens of Union Township. I believe that service, leadership and commitment are important to the success of our community.

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 completing a current term on the planning commission. I served two terms on the commission until taking a three-year break. I have served in other areas in union township and in our committee.

Signature: 

Date: 1-14-21

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



Name: Tera L. Albrecht Date: 01/12/21
Address: 2761 Weatherwood St.; Mt. Pleasant, MI 48858
Phone (home) _____ (cell) 989-621-7112 (work) 312-610-6092
Email: albre2tl@cmich.edu
Occupation: Recruiting Specialist - NCSA - Next College Student-Athlete

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> X </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):

Recently moved to my condo in Oak Meadows and am looking to get more involved in
my community and feel this experience would allow me to begin serving.

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 Resume Attached

Signature: *Tera L. Albrecht* Date: 01/12/21

SUMMARY OF QUALIFICATIONS

Over 18 years' experience in advising, teaching, and academic coaching / counseling for various student populations
Served on hiring committees; hired, trained, and managed staff / student assistants in various campus employment roles
Outreach and collaboration with various academic, student affairs, and administrative departments in University settings
Excellent interpersonal / communication skills particularly with faculty, staff, and students in Higher Education

EDUCATION

Post MA	Educational Administration & Community Leadership	Central Michigan University	June 2005 – June 2006
MA	Sport Administration	Central Michigan University	May 2001
BAA	Sport Studies, Minor: Management and Athletic Coaching	Central Michigan University	May 1999

PROFESSIONAL EXPERIENCE

Next College Student Athlete - NCSA, Illinois **July 2020 – Present**

Recruiting Specialist

- Conduct athletic recruiting assessments for prospective student-athletes and their families
- Evaluate and qualify student athletically and academically for college coaches
- Discuss and determine family's recruiting needs and analysis
- Provide an in-depth review of NCSA's software and membership levels to families during recruiting assessment
- Offer student-athlete families the best possible solution for their overall recruiting needs
- Sell and enroll qualified student-athletes into the best membership package for their needs
- Participate in weekly Recruiting Force and Team meetings and breakout sessions

Central Michigan University, Michigan

July 2012 – May 2020

Associate Athletic Director – Student-Athlete Services

November 2013 – May 2020

Assistant Athletic Director – Student-Athlete Services

July 2012 – November 2013

- Serve on CMU Athletic Department Senior Leadership Team
- Direct daily operations of Student-Athlete Services Unit, including four full-time staff members, intern, approximately 60 student tutors and ten student assistants
- Currently provide Academic Support Services for NCAA Division I student-athletes specifically Men's Basketball, Women's Basketball, Gymnastics, Volleyball, and Wrestling Programs; previous stints with all CMU athletic teams throughout tenure
- Oversee the operating budget of approximately \$60,000 including the student assistant and tutor budget as well as Academic Excellence Championship Fund
- Complete NCAA initial eligibility evaluations for incoming student-athletes; work directly with Registrar's Office on transfer evaluations as well as continuing eligibility for all current student-athletes
- Primary unit liaison to Undergraduate and Graduate Admissions Offices, Office of Global Engagement, Academic Senate Athletics Committee, Orientation Office, and University Advising Leadership Team
- Direct the First Year Experience Program as an adjunct instructor coordinated specifically for first year student-athletes
- Assist in the restructuring of the Athletic Directors Leadership Development Program – Chippewa's on a Mission and Leadership Academy Program
- Serve as Hearing Officer for the Office of Student Conduct listening to cases and proposing sanctions to Director for final decision

Central Michigan University, Michigan

October 2010 – July 2012

Associate Director Athletic Academic Services / Life Skills Coordinator

- Provided Academic Support Services for Football, Soccer and Volleyball Programs; Monitored potential at-risk student-athletes and assist in development and betterment of academic skills; Assisted in the restructuring of the NCAA CHAMPS / Life Skills Program to the Athletic Directors Leadership Development Program (ADLDP); Directed the First Year Experience Program as an adjunct instructor coordinated specifically for first year student-athletes

Central Michigan University, Michigan

August 2008 – October 2010

Assistant Director Athletic Academic Services / Tutor Coordinator

- Provided Academic Support Services for Football, Soccer and Volleyball; Monitored potential at-risk student-athletes and assist in development and betterment of academic skills; Oversaw the daily operations of Enberg Academic Center Tutorial Program; Assisted First Year Experience Program as an adjunct instructor coordinated specifically for first year student-athletes

Tera L. Albrecht

2761 Weatherwood Street Mount Pleasant, MI 48858

C: 989.621.7112

Email: tera.l.albrecht@gmail.com

Central Michigan University, Michigan

July 2006 – August 2008

Internship Coordinator Physical Education and Sport Department – Sport Management Division

- Educated potential Sport Management students on major, minor, and general academic advising requirements; Assisted and counseled students throughout internship search and experience; Registered, monitored and assigned portfolio grades for student internships; Created and maintained Sport Management internship database; Instructed students in Introduction to Sport Management (PES 190); Facilitated Health Professions Residential College course as an adjunct instructor (HPS 101); Assisted First Year Experience Program as an adjunct instructor (FYE 101); Served as faculty advisor for Registered Student Organization – Sport Management Association

Central Michigan University, Michigan

July 2005 – July 2006

Instructor Physical Education and Sport Department – Sport Management Division

- Instructed students in Sport in America (PES 118) and Introduction to Sport Management (PES 190); Educated potential Sport Management students on major, minor, and general academic advising requirements; Assisted First Year Experience Program as an adjunct instructor (FYE 101); Developed and created Women in Sport (PES 595W) course for undergraduate and graduate students

Central Michigan University, Michigan

July 2004 – July 2005

Academic Advisor – Academic Advising and Assistance

- Provided general academic advising and assistance services to freshmen, transfer students and primarily undecided majors; Administered Freshmen and Transfer Orientation Programs to incoming undergraduate students; Supervised student assistants working in Towers Student Success Center; Assisted undergraduate students with a detailed understanding of degree requirements, general education requirements and academic program requirements

Central Michigan University, Michigan

September 2002 – July 2004

CHAMPS (Challenging Athletes Minds for Personal Success) / Life Skills Coordinator / Academic Advisor

- Coordinated CHAMPS / Life Skills Program for 400+ student-athletes; Administered Academic Support Services for Men's Basketball, Baseball and Field Hockey; Hired and supervised tutorial and study table mentors for student-athletes

Western Michigan University, Michigan

September 2001 – September 2002

Assistant Director of Athletic Academic Services

- Managed and maintained Ellis Academic Center on daily basis; Mentored 25 student-athletes for weekly individual meetings; Tracked midterm grade reports, weekly study table reports and class checks

Central Michigan University, Michigan

July 2000 – May 2001

Athletic Academic Intern

- Assisted Student-Athlete Advisory Board as needed; Executed, planned, and implemented CHAMPS / Life Skills Presentations; Oversaw Central Michigan University Athletic Tutoring Program

Athletic Academic Student Supervisor

August 1999 – May 2000

- Compiled weekly team statistics; Managed CHAMPS / Life Skills; Assisted student-athletes with computer needs

Assistant Sports Camp Director

April 1999 – August 2000

- Monetary procurement and deposit of camp fees; Parental / Camper guest relations; Liaison to coaches on behalf of Summer camp office

PROFESSIONAL COMMITTEES

Central Michigan University

- Professional and Administrative Council (President's Division)
 - Chairperson
 - CMU Campus Advising Leadership Team
 - Office of Student Conduct – Hearing Officer
 - Health, Safety and Wellness Team Member for Student-Athletes
 - Academic Senate Athletics Committee
 - Student Success Collaborative/Educational Advisory Board Campus Leadership Team
 - Athletic Department Representative for Enrollment Management Committee
 - Athletic Department Representative Human Resources New Hire Orientation
- September 2019 – May 2020
July 2009 – June 2011
August 2010 – June 2011
August 2017 – May 2020
August 2016 – May 2020
August 2013 – May 2020
August 2012 – May 2020
January 2016 – May 2017
February 2014 – September 2016
August 2014 – September 2016
November 2010 – August 2013

PROFESSIONAL COMMITTEES CONTINUED

• General Education Subcommittee	August 2006 – August 2008
• University Recreation Search Committee Chair	March 2007 – May 2007
◦ Coordinator of Intramural Sports & Summer Camps	
• General Education Council	January 2007 – May 2007
• Foundations of Excellence – Improvement Committee	August 2006 – May 2007
Mid-American Conference (MAC)	
• Student-Athlete Online Courses Think Tank Committee	January 2018 – May 2020
• Diversity and Inclusion Work Group	August 2016 – August 2017
• Student-Athlete Eligibility Think Tank Committee	June 2015 – June 2016
Physical Education and Sport Department	
• Sport Management Association – Student Organization	Fall 2007 – Spring 2009
◦ Faculty Advisor	
• Student Advisory Committee	August 2006 – August 2008
• Curriculum Committee	August 2005 – May 2006

PROFESSIONAL DEVELOPMENT

MACademic (Mid-American Conference Academic Staff) Yearly Meeting	July 2015 – May 2020
MAC Compliance Yearly Meeting	May 2018
National Association of Collegiate Women Athletic Administrators – NACWAA	September 2014 – May 2020
• NACWAA Annual Meetings	October 2014, 2017
National Association of Academic and Student-Athlete Development Professionals – N4A	March 2009 – May 2020
	April 2001 – July 2004
• N4A Annual Meeting, Jacksonville, Florida	June 2013
• N4A Region III Meeting, Lansing, Michigan	April 2012
• N4A Annual Meeting, Dallas, Texas	June 2011
• N4A Region III Meeting, Ann Arbor, Michigan	April 2011
Understanding NCAA Initial Eligibility Presentations - Various High Schools throughout Michigan	September 2013 – May 2020
First Year Experience Professional Workshops	May 2008 – May 2020
MAC Mental Health Summit	February 2017
Franklin Covey 7 Habits of Highly Effective People	December 2015
All Michigan Counselor Conference Presenter, Pontiac, Michigan	November 2014
Beyond Chalk Talk – Women in Athletics	January 2014
MIAAA – Michigan Interscholastic Athletic Administrators Association Conference Presenter, Traverse City, Michigan	March 2012
National Academic Advisors Association – NACADA	March 2008 – September 2010
	July 2004 – July 2005
Michigan Academic Advisors Association – MIACADA	March 2008 – September 2010
Women's Leadership Symposium	May 2009
CHAMPS / Life Skills Continuing Education Annual Meeting, Indianapolis, Indiana	February 2009
	February 2003
AAHPERD – American Alliance for Health, Physical Education, Recreation and Dance	January 2007 – January 2009
Region 5 National Academic Advisors Association Conference, Grand Rapids, Michigan	April 2008
Girls and Women Rock: Celebrating 35 Years of Sport & Title IX – Academic and Legal Conference	March 2007
Sport Management Association Professional Development Colloquium Speaker	February 2006
<i>Going Full Circle: Returning to CMU as an Employee</i>	

SERVICE ORGANIZATIONS

Great Lakes Bay Region Alliance Ambassador	January 2017 – Present
• Leadership Institute Class of 2017	
PEO (Philanthropic Educational Organization) Women's Organization – Mount Pleasant	January 2007 – Present
• Co-Treasurer	March 2015 – March 2017
• Chapter Vice President	March 2013 – March 2015
• Chapter President	March 2011 – March 2013
• Chapter Corresponding Secretary	March 2008 – March 2010
Mount Pleasant Women's City Club	February 2008 – April 2015
Girls on the Run Co-Coach with CMU Student-Athletes	March 2013 – May 2013



01-11-21

Union Twp. Trustees

This letter is in response to enclosed letter from Pat Mayfield. These points need to be considered before a decision is rendered on the "McGuirk Subdivision Road Improvement".

1.As per my meeting with the road commission all roads in the subdivision are County Roads (as per map included). So we as owners pay taxes every time we go to the gas pump. We also pay taxes to Union Twp. In the form of property taxes. If this special assessment goes through this would result in double taxation. Yes it is true at this time the road commission is not going to appropriate moneys to fix the road it dose not mean that they will in the future.

2.The road though is not new is in good shape except were Brad Malley Construction and the City of MtPleasant on McGuirk Dr. Repaired water lines and did not repair them properly. This resulted in dips in the road and need to be repaired correctly by them.

3.If we fix the road what is to stop these companies and the City of MtPleasant from chopping holes in the new asphalt. and not repairing them to original condition.

4.I do not see any one but the land owners paying for the new road. The City of MtPleasant has a water plant on McGuirk St. which they use every day the are at this point contributing nothing for a new road. The Road Commission and Union Twp. Are the same though they collect taxes from us.

5.Before this adopted I would like all parties involved to pay their share of the cost. I would also like to see cost analysis of "Chip and Seal" in lieu of the overlay.

6.Their is opposition to this assessment in the subdivision especially on Rose Maric Lane.

Respectfully
William Fransted

Personal Representative
Ruth Fransted Estate

Good Day, Friends and Neighbors:

We hope that you are all doing well during this challenging time!

We would like to provide an update on the status of the possible subdivision paving project and the process moving forward. Though the Township staff has provided cost estimates with which we were able to move forward with the collection of signatures, this is really just the first of several steps needed to move the project toward final authorization. We are closing in on the required number of signatures needed to take the next step, and hope to have as much support as possible prior to doing so.

Once the petition is submitted to the Board of Trustees for review, the township will begin the process of securing final costs for the project. Though the estimates are intended to err on the high side, the process of bidding out the project will provide a more concrete figure to work with. The township staff will prepare all necessary information related to the assessment district, and after all of these steps are completed, the project will be presented to the Board of Trustees for review and approval, modification or rejection.

There are a few thoughts that we would like you to keep in mind throughout this process:

- There is a common and understandable misperception that the township or county should be paying for road improvements. Though we would love for that to be the case, our roads are considered private subdivision roads. The only method for improving our roads is through a special assessment district such as the one proposed here.
- Our current roads were constructed at least 25 years ago, and have reached a stage where they are beginning to deteriorate. Though this deterioration is usually slow, (or fast, as we were reminded during the 2017 floods), the cost of preserving our road for another 25 years or more will only continue to get more expensive as time passes.
- This special assessment district is, in fact, a process. There will be public hearings and public comment opportunities each time the Board takes up this issue during each phase of the initiative. We encourage you to participate in this public comment process, should you feel comfortable in doing so, to ensure that your voice is heard.
- Should the special assessment district be approved, please remember that the assessment remains with the property, not the homeowner. If at any point during repayment you should choose to sell your home, the new homeowner will assume the remainder of the assessed funds.
- There is minimal interest charged on amortized tax assessments. The standard rate of interest for an amortized tax assessment is 1 percent over the prime rate. The current board policy provides for a 10 year amortization on the assessed costs, and we have and continue to make it clear to the board that we are requesting the full ten-year amortization period.
- We have discussed in the past the idea of creating a private Facebook group for subdivision related communications, questions or concerns. Perhaps now would be a good time to initiate that group.

Perhaps most importantly, the township staff has offered to have an information meeting with anyone interested in participating to discuss the pros and cons of these sorts of issues and answer any questions you might have. If there is any interest, we could likely schedule a community meeting in someone's driveway just to have the township manager and planner help answer our questions and address our concerns.

Thanks for your time and consideration.

Pat Mayfield
1796 Mamie Street
989-773-0561

Ryan Buckley
3978 McGuirk Street
989-600-5941



- COUNTY LINE
- CORPORATE LIMITS
- STATE TERRITORY
- COUNTY PRIMATE
- COUNTY LOCAL
- ADJACENT COUNTY
- CITY OR VILLAGE
- STREET

LOCAL ROAD SYSTEM

TOTAL FEET 5296 EQUALS 1.00 MILES

SCALE 1 INCH REPRESENTS 1000 FEET
 AS LOCAL ROADS ARE 20 FEET AND THE
 ROAD DIVISIONS OF THE COUNTY

DATE



SCALE 1 INCH REPRESENTS 1000 FEET

TOWNSHIP LINCOLN
 SECTION 20, 14th-RAY
 COUNTY ISABELLA
 7-12

2021 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 January 13, 2021 at 7:02 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 Mielke (location: Union Township, Isabella County, Mt. Pleasant, MI)
Treasurer Rice (location: Union Township, Isabella County, Mt. Pleasant, MI)
Clerk Cody (location: Union Township, Isabella County, Mt. Pleasant, MI)
Trustee Bills (location Union Township, Isabella County, Mt. Pleasant, MI)
Trustee Brown (location Union Township, Isabella County, Mt. Pleasant, MI)
Trustee Hauck (location Union Township, Isabella County, Mt. Pleasant, MI)
Trustee Thering (location Union Township, Isabella County, Mt. Pleasant, MI)

Approval of Agenda

Rice moved **Brown** supported to approve the Agenda as presented. **Roll Call Vote: Ayes: Mielke, Rice, Cody, Bills, Brown, Hauck, and Thering. Nays: 0. Motion carried.**

Presentations

Public Hearings

Public Comment

Open: 7:08 p.m.

Jim Horton, 4th District County Commissioner gave updates from the County

Closed 7:14 p.m.

Reports/Board Comments

- **Current List of Boards and Commissions – Appointments as needed**
 1. **Appoint Allison Chiodini as Township Representative to the Mid-Michigan Aquatic Recreational Authority**

Bills moved **Brown** supported to appoint Allison Chiodini to the Mid-Michigan Aquatic Recreational Authority with term expiring 12/31/2022. **Roll Call Vote: Ayes: Mielke, Rice, Cody, Bills, Brown, Hauck, and Thering. Nays: 0. Motion carried.**

2. **Appoint Board of Trustees Representative to the Sidewalks and Pathways Prioritization Committee**

Mielke moved **Brown** supported to re-appoint Kim Rice as Board of Trustees Representative to the Sidewalks and Pathways Prioritization Committee. **Roll Call Vote: Ayes: Mielke, Rice, Cody, Bills, Brown, Hauck, and Thering. Nays: 0. Motion carried.**

- **Board Member Reports**

Consent Agenda

- Communications
- Minutes – December 16, 2020 – Regular Meeting
- Accounts Payable
- Payroll
- Meeting Pay
- Fire Reports

Bills moved **Rice** supported to approve the consent agenda as amended, pulling the December 16, 2020 – Regular Meeting Minutes. **Roll Call Vote: Ayes: Mielke, Rice, Cody, Bills, Brown, Hauck, and Thering. Nays: 0. Motion carried.**

BOARD AGENDA

A. December 16, 2020 Draft Minutes

Cody moved **Brown** supported amend the minutes under extended public comment to add: “email correspondence submitted into the record”. **Roll Call Vote: Ayes: Mielke, Rice, Cody, Bills, Brown, Hauck, and Thering. Nays: 0. Motion carried.**

B. Discussion/Action: (Stuhldreher) To approve a Resolution to allow a resident to appeal to the Board of Review in writing without a personal appearance by the taxpayer or his or her agent.

Thering moved **Rice** supported to approve a Resolution to allow a resident to appeal to the Board of Review in writing without a personal appearance by the taxpayer or his or her agent. **Roll Call Vote: Ayes: Mielke, Rice, Cody, Bills, Brown, Hauck, and Thering. Nays: 0. Motion carried.**

C. Discussion/Action: (Stuhldreher) Approve the 2021 Poverty Exemption Guidelines Resolution to be used by the Board of Review when considering property tax exemption requests.

Brown moved **Bills** supported to approve the 2021 Poverty Exemption Guidelines Resolution to be used by the Board of Review when considering property tax exemption requests. **Roll Call Vote: Ayes: Mielke, Rice, Cody, Bills, Brown, Hauck, and Thering. Nays: 0. Motion carried.**

EXTENDED PUBLIC COMMENT: RESTRICTED TO 5 MINUTES REGARDING ANY ISSUE

Open 7:48 p.m.

No comments were offered.

Closed 7:48 p.m.

CLOSED SESSION

7:52 p.m.

Rice moved **Bills** supported to go into closed session Regarding the cases of *James and Jeremy Zalud v Charter Township of Union*, now pending in Isabella County Circuit Court Case No. 20-016281-CK, and *Concerned Citizens of Union Township v Charter Township of Union*, now pending in Isabella County Circuit Court Case No. 20-016292-CZ, I move to go into closed session to consult with the Township’s attorney regarding trial or settlement strategy in connection with specific pending litigation because an open meeting would have a detrimental financial effect on the litigating or settlement position of the Township. **Roll Call Vote: Ayes: Mielke, Rice, Cody, Bills, Brown, Hauck, and Thering. Nays: 0. Motion carried.**

8:45 p.m.

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

8:48 p.m.

Rice moved **Brown** 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. **Roll Call Vote: Ayes: Mielke, Rice, Cody, Bills, Brown, Hauck, and Thering. Nays: 0. Motion carried.**

9:50 p.m.

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

Cody moved **Hauck** supported to increase by \$23,000 for a total for Pung vs DePriest case 20-cv-13113 capping at \$53,000. **Roll Call Vote: Ayes: Mielke, Rice, Cody, Bills, Brown, Hauck, and Thering. Nays: 0. Motion carried.**

MANAGER COMMENTS

- Possibly out next week, will name an acting manager
- Will bring forth a recommendation to the Board to supply members with an electronic device to become a paperless board.

FINAL BOARD MEMBER COMMENTS

Mielke – In support of using laptop/tablet, would like this board to have visionary discussions during light Agendas, commented on happenings at the State Capitol last Wednesday stressing the importance at the local level to be leaders in the community

Cody – Hopes to finish the Election Audit tomorrow, the board needs to appoint a new election commission

Bills – Happy New Year

Rice – In support of becoming an electronic board

Brown- In support of becoming an electronic board

Hauck – brought up using solar panels at the WWTP and doing a feasibility study that Block Electric can do at both the WWTP and Water Plant for \$600

Thering – In support of becoming an electronic board

ADJOURNMENT

Hauck moved **Thering** supported to adjourn the meeting at 10:25 p.m. **Vote: Ayes: 7 Nays: 0. Motion carried.**

APPROVED BY:

Lisa Cody, Clerk

Bryan Mielke, Supervisor

(Recorded by Jennifer Loveberry)

DRAFT

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 101 POOLED CHECKING						
01/27/2021	101	404 (E)	00146	CONSUMERS ENERGY PAYMENT CENTER	5525 E REMUS	59.58
					5537 E BROADWAY	355.94
					2270 NORTHWAY	36.87
					2055 ENTERPRISE	312.40
					5144 BUDD	29.13
					5142 BUDD	202.11
					1933 S ISABELLA	653.35
					1660 BELMONT	119.47
					5240 E BROOMFIELD	945.42
					900 MULBERRY	54.94
					5228 S ISABELLA	7,310.95
					4244 E BLUE GRASS	91.71
					4795 S MISSION	1,988.44
					4797 S MISSION BARN	558.51
					4822 ENCORE BLVD	89.65
					5076 S MISSION	728.17
					5369 S CRAWFORD	97.06
					3248 S CONCOURSE	165.03
					3998 E DEERFIELD	137.29
					1876 S LINCOLN	16.57
					2188 E PICKARD	114.59
					1776 E PICKARD	30.82
					1876 E PICKARD	203.97
					2180 S LINCOLN	30.41
					2424 W WAY	596.08
					2495 E DEERFIELD	484.49
					1633 S LINCOLN	449.22
					1605 SCULLY	73.58
					4520 E RIVER	594.88
					800 CRAIG HILL	62.49
					1046 S MISSION	148.31
					5319 E AIRPORT	89.99
					2279 S MERIDIAN PUMP HOUSE	170.77
					2279 S MERIDIAN	1,120.27
						<u>18,122.46</u>
01/27/2021	101	405 (E)	00146	VOID		
				Void Reason: Created From Check Run Process		V
01/27/2021	101	406 (E)	00146	VOID		
				Void Reason: Created From Check Run Process		V
01/27/2021	101	22547	01358	21ST CENTURY MEDIA-MICHIGAN	ZONING AD	394.00
01/27/2021	101	22548	01676	SHERYLE L. ALWOOD	AUDIT WORK - NOV 2020 ELECTION	42.00
01/27/2021	101	22549	01240	BRAUN KENDRICK FINKBEINER PLC	GENERAL LEGAL FEES - NOV 2020	2,640.50
					ZALUD LITIGATION - NOV 2020	168.00
					CONCERNED CITIZENS - NOV 2020	3,952.00
						<u>6,760.50</u>
01/27/2021	101	22550	00095	C & C ENTERPRISES, INC.	JANITORIAL SUPPLIES - TWP HALL	212.50
01/27/2021	101	22551	01623	CLARK HILL PLC	LEGAL FEES - PUNG PROPERTY - AUG 2020	2,542.36
					LEGAL FEES - PUNG PROPERTY - SEPT 2020	1,020.00
					LEGAL FEES - PUNG PROPERTY - OCT 2020	4,620.00
					LEGAL FEES - PUNG PROPERTY - NOV 2020	5,006.37
					LEGAL FEES - PUNG PROPERTY - DEC 2020	2,550.00
						<u>2,550.00</u>

01/20/2021 05:48 PM
 User: SHERRIE
 DB: Union

CHECK REGISTER FOR CHARTER TOWNSHIP OF UNION
 CHECK DATE FROM 01/14/2021 - 01/27/2021

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
						15,738.73
01/27/2021	101	22552	00129	CMS INTERNET, LLC	GATEWAY SECURITY BUNDLE MANAGED IT, EMAIL & PHONE SERV - FEB 202	1,155.00 5,331.11
						<u>6,486.11</u>
01/27/2021	101	22553	01024	CODE OFFICIALS CONFERENCE-MI	2021 COCM MEMBERSHIP - SOMMER	45.00
01/27/2021	101	22554	01731	COMMERCE CONTROLS INC	ANNUAL CALIBRATION	1,000.00
01/27/2021	101	22555	00231	FOUR SEASON'S EXTERMINATING	TWP HALL INSP/TREATMENT-JAN 2021	40.00
01/27/2021	101	22556	00249	GILL-ROY'S HARDWARE	BUSHINGS FOR SUMP PUMP @ TWP HALL NEW SUMP PUMP FOR TWP HALL PRESSURE GAUGE @ LIFT STN #7	2.79 149.99 20.98
						<u>173.76</u>
01/27/2021	101	22557	00359	KERR PUMP & SUPPLY	COLLARS/PUMP GASKETS	1,014.69
01/27/2021	101	22558	00362	KRAPOHL FORD & LINCOLN	BATTERY - 2014 FORD F-150 OIL CHANGE - 2014 FORD F-150	134.95 219.61
						<u>354.56</u>
01/27/2021	101	22559	01300	LINDSAY SOFT WATER	TWP HALL SALT DELIVERY	22.50
01/27/2021	101	22560	00001	M T A	TAX COLLECTION TRAINING-DEPUTY TREASURER	49.00
01/27/2021	101	22561	00475	M W E A	VIRTUAL MAINTENANCE SEMINAR-DEARING SPRING BASIC TRAINING-HOHLBEIN VIRTUAL OPERATORS DAY-DEARING/FUSSMAN SPRING EXAM PREP CLASSES - HOHLBEIN VIRTUAL LAB PRACTICES SEMINAR-DEARING/FU	125.00 230.00 230.00 390.00 125.00
						<u>1,100.00</u>
01/27/2021	101	22562	01506	MCKENNA ASSOCIATES	BLDG OFFICIAL & INSP SERVICES-DEC 2020	6,375.00
01/27/2021	101	22563	01356	MCLAREN CENTRAL MICHIGAN	CONSORTIUM FEE 4TH Q 2020/RANDOM DRUG SC	254.50
01/27/2021	101	22564	00422	MICHIGAN PIPE & VALVE-MT. PLEASANT	REDUCER BOX FOR WELL #7 COLLARS/BOLTS/GASKET SETS	55.00 258.00
						<u>313.00</u>
01/27/2021	101	22565	00463	MT. PLEASANT HEATING & AIR COND	FURNACE REPAIR @ POLE BARN/SHOP	2,023.00
01/27/2021	101	22566	00128	CITY OF MT. PLEASANT	BARK PARK EXPENSES-FINAL PMT FOR 2020	511.00
01/27/2021	101	22567	01191	NMCOA TREASURER	2021 NMCOA MEMBERSHIP - SOMMER	100.00
01/27/2021	101	22568	00494	NORTH CENTRAL LABORATORIES	BROTH AMPULES/AMMONIA	850.30
01/27/2021	101	22569	00574	SAGINAW VALLEY CHAPTER ICC	2021 SVCICC MEMBERSHIP-RENTAL INSPECTOR	15.00
01/27/2021	101	22570	00574	SAGINAW VALLEY CHAPTER ICC	2021 MADCAD FEES & DUES	270.00
01/27/2021	101	22571	01293	SHAY WATER CO/CUSTOM COFFEE SERV	COFFEE BREWER RENT-4TH Q 2020	45.00
01/27/2021	101	22572	01542	SHRED-IT US JV LLC	PAPER SHREDDING 12/30/20	61.15
						<u>61.15</u>
101 TOTALS:						
Total of 29 Checks:						62,373.76
Less 2 Void Checks:						0.00
Total of 27 Disbursements:						<u>62,373.76</u>

Charter Township of Union Payroll
--

CHECK DATE: January 21, 2021

PPE: January 16, 2021

NOTE: PAYROLL TRANSFER NEEDED

General Fund	\$	29,468.83
Fire Fund		-
EDDA		
WDDA		
Sewer Fund		34,242.86
Water Fund		24,872.79
Total To Transfer from Pooled Savings		\$ 88,584.48

NOTE: CHECK TOTAL FOR TRANSFER

Gross Payroll	\$	56,763.37
Employer Share Med		817.40
Employer Share SS		3,494.89
SUI		640.99
Pension-Employer Portion		4,691.82
Workers' Comp		589.17
Life/LTD		-
Dental		1,201.67
Health Care		20,240.57
Vision		-
Vision Contribution		-
Health Care Contribution		-
Cobra/Flex Administration		144.60
PCORI Fee		-
Total Transfer to Payroll Checking		\$ 88,584.48

TOTAL TRANSFER FROM POOLED SAVINGS TO PAYROLL ACCOUNT

CONFIRMATION NUMBER: _____ **DATE:** _____

ACH NUMBER: _____ **TIME:** _____



Copy of Union Township Report

Date: Tuesday, January 12, 2021



Alarm Date between 2021-01-04 and 2021-01-10

District	NFIRS Number	Alarm Date	Incident Type Code	Incident Type	Apparatus Name	Personnel Count	Alarms
Union Township	0000011						
		1/5/2021 9:54:41 PM	321	EMS call, excluding vehicle accident with injury	ENG 33	3	1
						Total Responding 3	
Union Township	0000012						
		1/6/2021 9:08:25 AM	740	Unintentional transmission of alarm, other	ENG 33	2	1
						Total Responding 2	
Union Township	0000015						
		1/7/2021 4:26:00 PM	622	No incident found on arrival at dispatch address	ENG 33	2	1
						Total Responding 2	

Union Township	0000016						
		1/8/2021 12:00:00 AM	611	Dispatched & canceled en route	ENG 33	2	1
						Total Responding 2	
Union Township	0000017						
		1/8/2021 6:30:46 PM	322	Motor vehicle accident with injuries	ENG 33	3	2
		1/8/2021 6:30:46 PM	322	Motor vehicle accident with injuries	POV	3	2
						Total Responding 6	
Union Township	0000021						
		1/9/2021 7:05:24 AM	111	Building fire	ENG 33	2	4
		1/9/2021 7:05:24 AM	111	Building fire	ENG 32	1	4
		1/9/2021 7:05:24 AM	111	Building fire	CHIEF	1	4
		1/9/2021 7:05:24 AM	111	Building fire	Assistant Chief	1	4

		1/9/2021 7:05:24 AM	111	Building fire	Rescue 31	1	4
		1/9/2021 7:05:24 AM	111	Building fire	POV	14	4
						Total Responding 20	
	Total Runs 6					Total Responding 35	

Note: Alarms

1=Duty Crew

2=Paged Off Duty Full-time

3=Paged Paid-on-Call Firefighters

4=Paged All

Highlighted Yellow Indicates an Emergency Call



Union Township Report-1

Date: Tuesday, January 19, 2021



Alarm Date between 2021-01-11 and 2021-01-17

District	NFIRS Number	Alarm Date	Incident Type Code	Incident Type	Apparatus Name	Personnel Count	Alarms
Union Township	0000024						
		1/12/2021 10:10:29 PM	324	Motor vehicle accident with no injuries.	ENG 33	2	1
						Total Responding 2	
Union Township	0000025						
		1/13/2021 1:52:44 AM	322	Motor vehicle accident with injuries	ENG 33	2	1
						Total Responding 2	
Union Township	0000028						
		1/13/2021 3:57:00 PM	321	EMS call, excluding vehicle accident with injury	ENG 33	2	1
		1/13/2021 3:57:00 PM	321	EMS call, excluding vehicle accident with injury	SCH 31	1	1

							Total Responding 3	
Union Township	0000030							
		1/13/2021 5:16:00 PM	553	Public service	ENG 31		1	1
							Total Responding 1	
Union Township	0000031							
		1/13/2021 11:46:00 PM	611	Dispatched & canceled en route	ENG 33		2	1
		1/13/2021 11:46:00 PM	611	Dispatched & canceled en route	C 31		1	1
							Total Responding 3	
Union Township	0000032							
		1/14/2021 10:48:49 AM	240	Explosion (no fire), other	C 31		2	1
		1/14/2021 10:48:49 AM	240	Explosion (no fire), other	ENG 33		2	1
							Total Responding 4	

Union Township 0000033							
		1/14/2021 8:10:54 PM	733	Smoke detector activation due to malfunction	ENG 33	2	1
						Total Responding 2	
Union Township 0000037							
		1/16/2021 9:10:00 PM	321	EMS call, excluding vehicle accident with injury	ENG 33	2	1
		1/16/2021 9:10:00 PM	321	EMS call, excluding vehicle accident with injury	C 31	1	1
						Total Responding 3	
	Total Runs 8					Total Responding 20	

Note: Alarms

1=Duty Crew

2=Paged Off Duty Full-time

3=Paged Paid-on-Call Firefighters

4=Paged All

Highlighted Yellow Indicates an Emergency Call



REQUEST FOR TOWNSHIP BOARD ACTION

To: Mark Stuhldreher, Township Manager	DATE: January 19, 2021
FROM: Kim Smith, Public Service Director	DATE FOR BOARD CONSIDERATION: January 27, 2021
ACTION REQUESTED: Adoption of McGuirk Subdivision Paving Special Assessment District Resolution #3 for the establishment of a Paving Special Assessment District.	

Current Action Emergency

Funds Budgeted: If Yes Account # 245-000-973.110 No N/A

Finance Approval _____

BACKGROUND INFORMATION

Michigan state statute authorizes townships to make public improvements and provide services to their residents and taxpayers. The special assessment process is one way a township can expend public money for improvements. Act 188 of 1954, as amended, establishes and authorizes townships to utilize special assessment procedures to fund the costs of certain types of improvements. One of the improvements authorized by the act is the construction, improvement, and maintenance of public roads. While the statute allows for townships to initiate a special assessment district, it is typically done by petition of the property owners in a designated area who wish to make an authorized improvement. The township acts in an administrative capacity to establish the district, gather cost estimates, plan the improvement, provide financing, levy and collect special assessment funds to pay off the debt.

The residents of McGuirk Subdivision have met the first and second requirement of the special assessment process by submitting an informal and formal petition. The informal and formal petitions were reviewed for sufficiency, the Certificate of Validity was certified by the Township Supervisor, and Resolution #1 was presented and approved by the Township Board of Trustees at their August 12, 2020 regular meeting.

After approval of Resolution #1 the next step in the special assessment process was that a cost estimate and description of the project be requested from the Isabella County Road Commission. Upon receipt of the cost estimate and project description Resolution #2 was presented and approved by the Township Board of Trustees on October 28, 2020.

The purpose of Resolution #2 was as follows:

- Tentatively approving the Board of Trustees intention to make the improvement.
- Tentatively designating the special assessment district.
- Setting a date and time of November 24, 2020 at 7:00 p.m. for the first of two public hearings.
- Direct that the completed cost estimate be given to the Township Clerk and made available for public inspection prior to the first public hearing

The first of two public hearings was held on November 24, 2020 to hear input from residents on the establishment of the special assessment district.

The next step in the special assessment process is that Resolution #3 be considered for adoption by the Township Board of Trustees.

The purpose of Resolution #3 is as follows:

- Describing the improvement and determining to complete the improvements
- Approving the plans and cost estimates as presented
- Designating the boundaries of the district
- Confirming the petition for sufficiency
- Specifying the amount of the improvement costs to be paid by the Township, if any
- Designating the term of the special assessment district's existence
- Directing the Supervisor (Assessor) to prepare the special assessment roll

SCOPE OF SERVICES

Establishment of a Paving Special Assessment District for McGuirk Estates to complete a 1 ½ "overlay on Rose Marie Lane, Mamie Street, McGuirk Street, and James Court.

JUSTIFICATION

It is recommended that the Township Board of Trustees adopt McGuirk Subdivision Paving Special Assessment District Resolution #3, request a final cost estimate from the Isabella County Road Commission, and direct the Township Supervisor (Assessor) to prepare the special assessment roll.

Upon approval of Resolution #3 the next step in the process can be initiated. The next step in the process is to request a final cost estimate from the Isabella County Road Commission. Once the final cost estimate has been received the special assessment roll can be prepared.

PROJECT IMPROVEMENTS

The following Board of Trustees goals are addressed with these appointments (From Policy 1.0: Global End)

- Community well-being and common good
- Safety

COSTS

Tentative Cost Estimate \$82,135.07

PROJECT TIME TABLE

Resolution #4 – set date/time for Public Hearing #2

- Presented after receipt of final cost estimate and completion of Assessment Roll

Public Hearing #2 – Date/time set by Resolution #4

Resolution #5 – confirm special assessment roll, determine number of annual installments, and interest rate

Notice of Assessment – mailed to all property owners within 20 days after confirmation of special assessment roll

Construction – 2021 Construction Season

Moved by _____ Seconded by _____

Yes:

No:

Absent:

**CHARTER TOWNSHIP OF UNION
ISABELLA COUNTY, MICHIGAN**

**McGuirk Subdivision Paving
Special Assessment District Resolution #3**

At a regular meeting of the Charter Township of Union Board of Trustees (“Township Board”) held on the _____ day of _____ 2021, the following Resolution was adopted.

The following preamble and resolution were offered by _____ and supported by _____.

WHEREAS, the Township Board of the Charter Township of Union, County of Isabella, State of Michigan (“Township Board”), pursuant to Act 188, Public Acts of Michigan, 1954, as amended, received a Petition for Public Improvement by Special Assessment dated June 9, 2020;

WHEREAS, at a meeting of the Township Board on August 12, 2020 the Township Board resolved that plans and cost estimates related to the proposed special assessment district be prepared;

WHEREAS, at a meeting of the Township Board on October 28, 2020, the Township Board tentatively approved, by resolution, its intent to make the proposed improvement and designate the special assessment district;

WHEREAS, at the same meeting, the Township Board set a public hearing regarding the proposed special assessment district and directed that the completed plans and cost estimates be given to the Township Clerk to be made available for public inspection;

WHEREAS, in accordance with appropriate notice, a public hearing regarding the proposed special assessment district was scheduled and held on November 24, 2020 commencing at 7:00 o’clock p.m. and all persons were given the opportunity to be heard in the matter;

WHEREAS, it is the policy of the Township Board that a special assessment may be paid over either five (5) or ten (10) annual installments, as determined by the Township Board;

WHEREAS, it is the policy of the Township Board that, when the Township acts in the role of lender for citizen-initiated paving projects enacted under Act 188, Public Acts of Michigan, 1954, the annual interest rate for special assessments paid in installments shall be the lesser of 3% over the local bank prime interest rate or 8%; and

WHEREAS, as a result of the foregoing, the Township Board believes the project to be in the best interest of the Township and of the special assessment district proposed to be established.

NOW THEREFORE BE IT RESOLVED THAT:

1. That the Township Board does hereby create, determine and define as a special assessment district, to be known as McGuirk Estates Subdivision Paving Special Assessment District, within which the costs of such improvements shall be assessed according to benefits, the following described area within the Township (the “Special Assessment District”):

“All parcels with frontage on the portion of McGuirk Street between Broomfield Road and Rose Marie Lane, all parcels with frontage on Rose Marie Lane, all parcels with frontage on James Court, and the first three parcels on each side of Mamie Street moving east from McGuirk Street, all lying within the Charter Township of Union, Isabella County.”

PARCEL NUMBER	PROPERTY ADDRESS
14-020-40-001-04	1796 Mamie Street
14-020-40-001-05	1816 Mamie Street
14-020-40-001-06	3875 McGuirk Street
14-020-40-003-00	E Broomfield Road
14-151-00-003-00	3981 McGuirk Street
14-151-00-005-00	1774 James Court
14-151-00-006-00	1794 James Court
14-151-00-007-00	1816 James Court
14-151-00-008-00	1817 James Court
14-151-00-009-00	1797 James Court
14-151-00-010-00	1777 James Court
14-151-00-011-00	3895 McGuirk Street
14-151-00-012-00	1815 Mamie Street
14-151-00-013-00	1795 Mamie Street
14-151-00-014-00	1775 Mamie Street
14-151-00-015-00	3827 McGuirk Street
14-151-00-016-00	1764 Rose Marie Lane
14-151-00-017-00	1770 Rose Marie Lane
14-151-00-018-00	1778 Rose Marie Lane
14-151-00-019-00	1790 Rose Marie Lane
14-151-00-020-00	Rose Marie Lane
14-151-00-021-00	1810 Rose Marie Lane
14-151-00-022-00	1805 Rose Marie Lane
14-151-00-023-00	1797 Rose Marie Lane
14-151-00-024-00	1777 Rose Marie Lane
14-151-00-025-00	1757 Rose Marie Lane
14-151-00-026-00	3850 McGuirk Street
14-151-00-027-00	McGuirk Street

14-151-00-028-00	3888 McGuirk Street
14-151-00-029-00	3930 McGuirk Street
14-151-00-030-00	3950 McGuirk Street
14-151-00-031-00	3978 McGuirk Street

2. That the Special Assessment District's term of existence shall be ten (10) years.
3. That completion of a 1.5 Inch Hot Mix Asphalt Overlay (the "Improvement") within the boundaries of the Special Assessment District is approved.
4. That the plans and cost estimate (in the amount of \$82,135.07) of the Improvement, attached hereto as **Exhibit A**, are approved.
5. That the Township Board does hereby determine that the petition for improvement previously submitted for the Special Assessment District is sufficient as it was properly signed by the record owners of land whose 3,026.74 of front feet constitute more than 50 percent of the total 4719.40 of front feet within the Special Assessment District.
6. That a description of frontage and signed frontage within the Special Assessment District is attached hereto as **Exhibit B**.
7. That on the basis of the foregoing, the Township Board does hereby direct the Township Supervisor to make a special assessment roll in which shall be entered and described all parcels of land to be assessed with the names of the respective owners thereof if known, and a total amount to be assessed against each parcel of land which amount shall be the relative portion of the whole sum to be levied against the parcels of land in the Special Assessment District as the benefit to the parcel of land bears to the total benefit to all parcels of land in the Special Assessment District. When the same has been completed, the Township Supervisor shall affix thereto his/her certificate stating that it was made pursuant to this resolution and that in making such assessment roll, he/she has, according to his/her best judgment, conformed in all respect to the directions contained in this resolution and the applicable state statutes.
8. That Township staff is directed to obtain a final bid/cost estimate from the Isabella County Road Commission for completion of the Improvement.
9. That all resolutions and part of resolutions insofar as they conflict with the provisions of the within resolutions be and the same are hereby rescinded.

Upon roll call vote, the following voted;

Ayes:

Nays:

Abstentions:

Resolution declared adopted.

Date: _____

Bryan Mielke, Supervisor

Date: _____

Lisa Cody, Clerk

I, Lisa Cody, the duly elected Clerk of the Charter Township of Union, hereby certify that this is a true and correct copy of the Resolution adopted by the Board of Trustees of the Charter Township of Union, Isabella County, Michigan, on the _____ day of _____ 2021.

Date: _____

Lisa Cody, Clerk

McGuirk Estates Paving Special Assessment District

Exhibit A

Union Township Cost Estimate

Project Description:

TYPE OF WORK: 1.5" Hot Mix Asphalt Overlay

STREETS IMPROVED: McGuirk Street, Mamie Street, James Court, Rose Marie Lane

TOTAL LENGTH: 2445 ft total all streets

TOTAL PARCELS 32

PROJECT COST*:

ITEM	AMOUNT
Engineering	\$0
Construction 1.5" HMA Overlay	\$ 75,353.30
Administration	\$ -
Legal, Publishing, Postage	\$ 6,781.77
TOTAL PROJECT COST	\$ 82,135.07
TOTAL ASSESSMENT*	\$ 82,135.07

COST PER LOT:

Full assessment to front lots

LOT TYPE	LUMP SUM	PER YEAR
Front Lot	\$ 2,566.72	

***Notes:**

Costs are approximate, actual costs may be more or less based upon 2021 bid unit prices
 Publishing, and legal cost estimate - 9% of estimated construction cost
 Construction cost estimate - 10% increase over amount provided by ICRC
 in anticipation of inflationary increases over 2020 construction cost

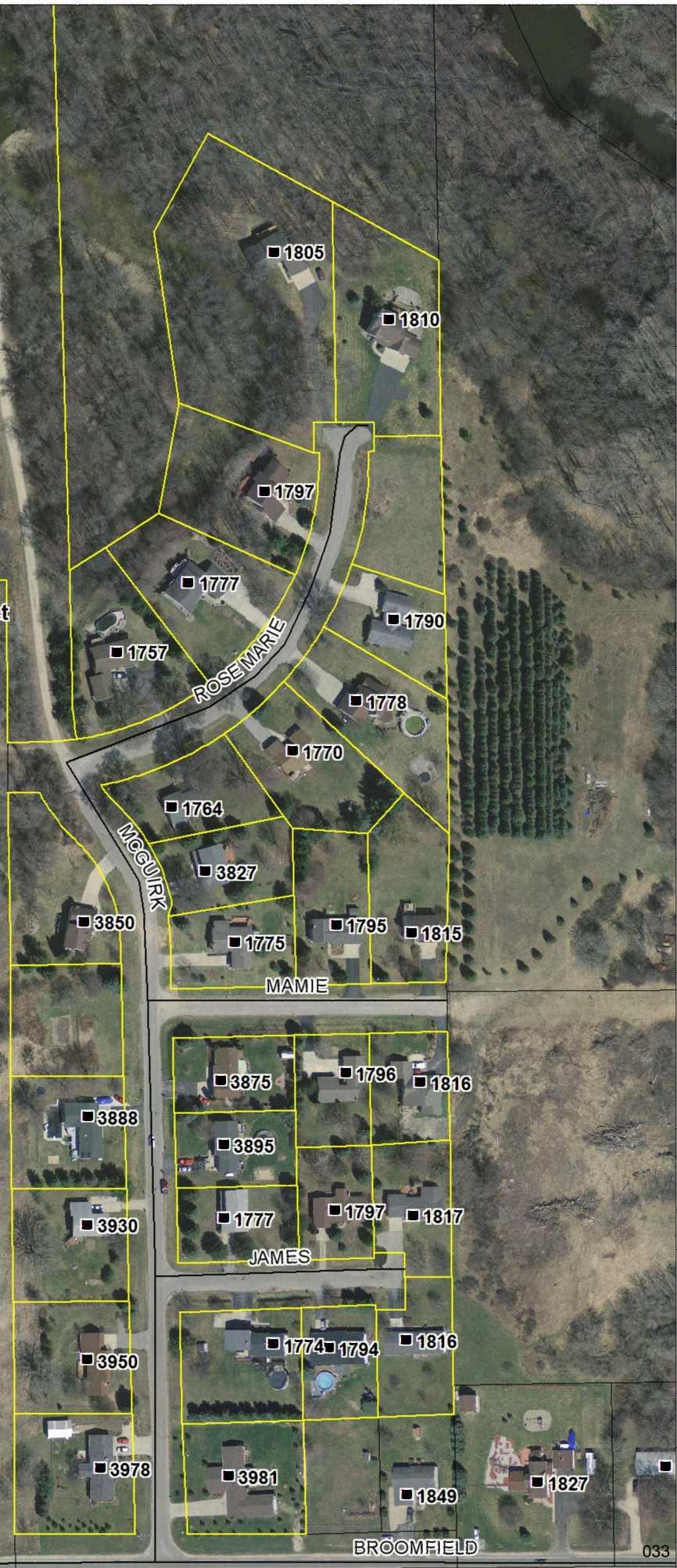
McGuirk Road Special Assessment Certification of Frontage and Signed Frontage %				
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Parcel #	Property Address	Owners Name as of 7-14-2020	Total Parcel Frontage	Signed Frontage
14-020-40-001-04	1796 MAMIE ST	MAYFIELD PATRICIA D	200.00	200.00
14-020-40-001-05	1816 MAMIE ST	WENTWORTH ANDREA S E	103.96	103.96
14-020-40-001-06	3875 MCGUIRK ST	HEPINSTALL SAMUEL JOHN & MICHELLE L	261.37	261.37
14-020-40-003-00	E BROOMFIELD RD	CITY OF MT PLEASANT	137.55	137.55
14-151-00-003-00	3981 MCGUIRK ST	ROBERTS TIMOTHY F & JAIMIE A	100.00	
14-151-00-005-00	1774 JAMES COURT	DURFEE DAVID D & AMY L	261.36	261.36
14-151-00-006-00	1794 JAMES COURT	SIMON PATRICIA A	100.00	100.00
14-151-00-007-00	1816 JAMES COURT	THERING WILLIAM H & GLADYS F	80.00	80.00
14-151-00-008-00	1817 JAMES COURT	BROWN KENDRA	80.00	80.00
14-151-00-009-00	1797 JAMES COURT	SQUATTRITO PHILIP J TRUST NO 1	100.00	100.00
14-151-00-010-00	1777 JAMES COURT	CRESSWELL ZACHARY D & JACQUELINE S	261.36	261.36
14-151-00-011-00	3895 MCGUIRK ST	RAHRIG DAN J	100.00	
14-151-00-012-00	1815 MAMIE ST	SINGH LAL PRATAP & NEERJA	100.00	100.00
14-151-00-013-00	1795 MAMIE ST	WHEELER CHRISTOPHER	100.00	
14-151-00-014-00	1775 MAMIE ST	BALTUSIS MICHAEL A LIVING TRUST	263.53	263.53
14-151-00-015-00	3827 MCGUIRK ST	IDEMA THOMAS H & JUDY K	95.18	
14-151-00-016-00	1764 ROSE MARIE LANE	TRIPP PATRICK DAVID II	258.40	
14-151-00-017-00	1770 ROSE MARIE LANE	ALEXANDER JASON C & MELISSA M	92.20	92.20
14-151-00-018-00	1778 ROSE MARIE LANE	FOOTE JOHN D & SUZANNE M	92.20	
14-151-00-019-00	1790 ROSE MARIE LANE	FRANSTED RUTH TRUST	92.20	
14-151-00-020-00	ROSE MARIE LANE	FRANSTED RUTH TRUST	171.26	
14-151-00-021-00	1810 ROSE MARIE LANE	LANGLOIS KEVIN R	70.00	
14-151-00-022-00	1805 ROSE MARIE LANE	GARIGLIO RANDY L & SARAH K	70.00	
14-151-00-023-00	1797 ROSE MARIE LANE	MAGNOTTE KENNETH AND SOPHIA	165.88	
14-151-00-024-00	1777 ROSE MARIE LANE	COORAY KAHADAWALA S	185.04	185.04
14-151-00-025-00	1757 ROSE MARIE LANE	SPIRIS JON & KATHY	190.37	190.37
14-151-00-026-00	3850 MCGUIRK ST	DOLLARD PETER & JOAN	227.54	
14-151-00-027-00	MCGUIRK ST	DOLLARD PETER & JOAN	150.00	
14-151-00-028-00	3888 MCGUIRK ST	MORAN WILLIAM & LORETTA	150.00	150.00
14-151-00-029-00	3930 MCGUIRK ST	SMITH GARY & KATHLEEN	150.00	150.00
14-151-00-030-00	3950 MCGUIRK ST	SNYDER DEREK KEITH	150.00	150.00
14-151-00-031-00	3978 MCGUIRK ST	BUCKLEY RYAN M & SARAH SOMMER	160.00	160.00
Total Frontage and Total Signed			4,719.40	3,026.74
Percentage of signed frontage in district				64.13%

14-020-40-003-00
CITY OF MT PLEASANT

**Proposed Road Paving Special Assessment District
McGuirk Estates Subdivision Area
Map Date: September 17, 2019**

PID	PropertyAddress
14-020-40-003-00	CITY OF MT PLEASANT
14-151-00-005-00	1774 JAMES COURT
14-151-00-010-00	1777 JAMES COURT
14-151-00-006-00	1794 JAMES COURT
14-151-00-009-00	1797 JAMES COURT
14-151-00-007-00	1816 JAMES COURT
14-151-00-008-00	1817 JAMES COURT
14-151-00-014-00	1775 MAMIE ST
14-151-00-013-00	1795 MAMIE ST
14-020-40-001-04	1796 MAMIE ST
14-151-00-012-00	1815 MAMIE ST
14-020-40-001-05	1816 MAMIE ST
14-151-00-027-00	MCGUIRK ST
14-151-00-015-00	3827 MCGUIRK ST
14-151-00-026-00	3850 MCGUIRK ST
14-020-40-001-06	3875 MCGUIRK ST
14-151-00-028-00	3888 MCGUIRK ST
14-151-00-011-00	3895 MCGUIRK ST
14-151-00-029-00	3930 MCGUIRK ST
14-151-00-030-00	3950 MCGUIRK ST
14-151-00-031-00	3978 MCGUIRK ST
14-151-00-003-00	3981 MCGUIRK ST
14-151-00-020-00	ROSE MARIE LANE
14-151-00-025-00	1757 ROSE MARIE LANE
14-151-00-016-00	1764 ROSE MARIE LANE
14-151-00-017-00	1770 ROSE MARIE LANE
14-151-00-024-00	1777 ROSE MARIE LANE
14-151-00-018-00	1778 ROSE MARIE LANE
14-151-00-019-00	1790 ROSE MARIE LANE
14-151-00-023-00	1797 ROSE MARIE LANE
14-151-00-022-00	1805 ROSE MARIE LANE
14-151-00-021-00	1810 ROSE MARIE LANE



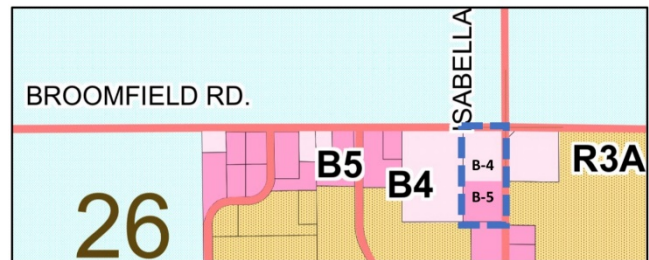
BROOMFIELD

To: Board of Trustees	DATE: January 11, 2021
FROM: Mark Stuhldreher, Township Manager	DATE FOR BOARD CONSIDERATION: 1/27/2021
ACTION REQUESTED: To conduct a Second Reading of the proposed PREZ 20-03 request from Grayling Investors LLC to rezone the northern 465 feet of PID 14-026-20-001-06 from the B-4 (General Business) to the B-5 (Highway Business) District and to adopt the proposed Ordinance Number 21-01 to amend the Charter Township of Union’s Official Zoning Map accordingly.	

BACKGROUND INFORMATION

In October, Grayling Investors LLC submitted an application to amend the Official Zoning Map to rezone a 6.94-acre parcel on the southwest corner of the East Broomfield Road - S. Isabella Rd. intersection. The parcel is currently split zoned between the B-4 (General Business) and B-5 (Highway Business) zoning districts (see map at right).

If adopted, the rezoning would place the entire parcel within the B-5 District on the updated Official Zoning Map.



Public input opportunities.

The following is a summary of the public meetings and other opportunities for public input associated with the proposed amendment to the Official Zoning Map:

Date	Event	Actions
November 17, 2020	Planning Commission Public Hearing and Regular Meeting	Public hearing held for the rezoning request as an electronic meeting via Zoom, followed by deliberation and action to recommend adoption to the Board of Trustees.
December 10, 2020	Isabella Co. Planning Commission Regular Meeting	Reviewed the rezoning request during their regular meeting as required per the Michigan Zoning Enabling Act and chose to offer no comments.
December 16, 2020	Regular electronic meeting of the Board of Trustees via Zoom	Introduction and First Reading
January 5, 2021	Summary of the amendatory ordinance and notice of the date, time, and place of the Second Reading, in accordance with the requirements of the Charter Township Act (Public Act 359 of 1947, as amended).	Posting of the summary, notice, and amendatory ordinance at the Township Hall and under “Announcements” on the Township’s website
January 10, 2021		Publication of the summary and notice in The Morning Sun newspaper
January 27, 2021	Regular electronic meeting of the Board of Trustees via Zoom	Second Reading and consideration of the amendatory ordinance for adoption

Planning Commission Recommendation.

The Planning Commission evaluated the rezoning request as required by Section 14.5.G. of the Zoning Ordinance to “*identify and evaluate all relevant factors in preparing its report of findings of fact, conclusions, and recommendation to the Township Board.*” This Section includes a set of factors to consider, including an evaluation of existing and proposed zoning districts, apparent demand, availability of public services and infrastructure, and consistency with the Master Plan. Following their deliberation, the Commission adopted the following motion:

Motion by Commissioner LaBelle supported by Commissioner Fuller to recommend to the Township Board of Trustees that the PREZ 20-03 Zoning Map Amendment to rezone the northern 465 feet of PID 14-026-20-001-06 from the B-4 (General Business) to the B-5 (Highway Business) District be adopted based on the following findings and conclusions:

- 1. The setbacks for both districts are equal. The subject parcel meets the required lot dimension standards for both a B-4 and B-5 parcel.*
- 2. A parcel that is split-zoned in two different business districts can create obstacles for development as to where a use can go or if a use is allowed at all.*
- 3. The subject site is located on the northern edge of the Bluegrass Center Area as defined on the Future Land Use Map. The Bluegrass Center Area Plan also encourages mixed use developments, with first floor retail/office/entertainment/restaurant venues and residential units on upper floors, as the intended predominate uses, especially in the core of this area along E. Bluegrass Rd.*
- 4. Nearly all of the core of the Bluegrass Center Area is currently zoned B-5 (Highway Business).*
- 5. The full range of allowable uses in the proposed B-5 District include auto-oriented activities that are not fully consistent with the Bluegrass Center Area Plan, but the proposed rezoning should be adopted based on the following information that supports a change without a need to amend the Master Plan:*
 - a. The timing of adoption of the new Zoning Ordinance No. 20-06, which disallowed drive-through restaurants in the B-4 (General Business) District, is a relevant fact to consider with regards to this requested zoning change.*
 - b. Although the applicant failed to submit their final site plan application while Zoning Ordinance No. 1991-5 was in effect, the SUP 2019-06 special use permit for a filling station was approved and the previous SPR 2019-12 preliminary site plan for a filling station and restaurant with drive-through facilities did receive an initial informal review under the former Zoning Ordinance, which allowed these land uses in both zoning districts.*
- 6. Based on trends in the area, availability of public infrastructure, the timing of this rezoning proposal is appropriate for consideration.*
- 7. This amendment will not create any special privilege, result in unlawful exclusionary zoning or set an inappropriate precedent. No adverse impacts are anticipated by the proposed rezoning or development of the lot consistent with Zoning Ordinance requirements.*

SCOPE OF SERVICES

Second Reading and adoption of the amendatory ordinance for the proposed PREZ 20-03 amendment to the Official Zoning Map.

JUSTIFICATIONS

In their 11/17/2020 motion to recommend to the Township Board of Trustees that the PREZ 20-03 Zoning Map Amendment be adopted, the Planning Commission identified seven (7) specific findings of fact and conclusions, based on the rezoning criteria found in Section 14.5.G. of the Zoning Ordinance, which justify and support their recommendation.

GOALS ADDRESSED

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

- 1. Community well-being and common good**
- 6. Commerce**

The adoption of the requested rezoning would eliminate the split-zoning circumstance that is a potential impediment to fair and nondiscriminatory code enforcement (1.1.1.2) and would be consistent with commerce –friendly economic development policies (1.6).

COSTS

NA

TIMETABLE

After a Second Reading and adoption by the Board of Trustees, the proposed amendatory ordinance would take effect on the eighth day following publication of the required notice of adoption under the Michigan Zoning Enabling Act, Public Act 110 of 2006, as amended.

RESOLUTION

To conduct a Second Reading of the proposed PREZ 20-03 request from Grayling Investors LLC to rezone the northern 465 feet of PID 14-026-20-001-06 from the B-4 (General Business) to the B-5 (Highway Business) District and to adopt the proposed Ordinance Number 21-01 to amend the Charter Township of Union’s Official Zoning Map accordingly.

Resolved by _____ Seconded by _____

Yes:

No:

Absent:

**CHARTER TOWNSHIP OF UNION
ISABELLA COUNTY, MICHIGAN**

ORDINANCE NO. 21-01

An ordinance to amend the Charter Township of Union’s Official Zoning Map by authority of the Michigan Zoning Enabling Act, Public Act 110 of 2006, as amended (MCL 125.3101 et seq.); to provide for severability; to provide for publication; and to provide an effective date.

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

Section 1 – PREZ 20-03 Rezoning Request

The Official Zoning Map shall be amended to rezone the northern 465 feet of PID 14-026-20-001-06, a 6.94-acre parcel on the southwest corner of the East Broomfield Road - S. Isabella Rd. intersection, from the B-4 (General Business) to the B-5 (Highway Business) District.

Section 2 – Severability

If any section, subsection, clause, phrase or portion of this Ordinance is for any reason held invalid or unconstitutional by a court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision and such holding shall not affect validity of the remaining portion thereof.

Section 3 – Publication

The Clerk for the Charter Township of Union shall cause this Ordinance to be published in the manner required by law.

Section 4 – Effective Date

This Ordinance was approved and adopted by the Charter Township of Union Board of Trustees, Isabella County, Michigan, on the _____ day of _____, 2021, after initiation and a public hearing by the Planning Commission on November 17, 2020 as required pursuant to the Michigan Zoning Enabling Act, Public Act 110 of 2006, as amended (MCL 125.3101 et seq.);, and after introduction and a first reading by the Township Board on December 16, 2020 and publication after such first reading as required by the Charter Township Act (Public Act 359 of 1947, as amended, being MCL 42.1 – MCL42.34).

This Ordinance shall be effective on the _____ day of _____, 2021, which date is more than seven days after publication of the ordinance as is required by Section 401(6) of Act 110 of 2006, as amended, provided that this effective date shall be extended as necessary to comply with the requirements of Section 402 of Act 110 of 2006, as amended.

CERTIFICATION OF ADOPTION AND PUBLICATION OF TOWNSHIP ORDINANCE

I, Lisa Cody, the duly elected Clerk of the Charter Township of Union, Isabella County, Michigan, hereby certify that the foregoing Ordinance was adopted after a Second Reading at a meeting of the Charter Township of Union Board of Trustees on the _____ day of _____, 2021, at which the following named members of the Charter Township of Union Board of Trustees were present and voted in person as follows:

(a) Voting in favor of the Ordinance: _____

(b) Voting against adoption of the Ordinance: _____

I further certify that a summary and notice of adoption of this Ordinance were published in The Morning Sun, a newspaper of general circulation within the Charter Township of Union on the _____ day of _____, 2021 and that proof of same is filed in the Charter Township of Union Ordinance Book.

Certification Date: _____, 2021

Lisa Cody, Clerk

I, Bryan Mielke, the duly elected Supervisor of the Charter Township of Union, Isabella County, Michigan, hereby confirm the authenticity of this record and Ordinance.

Bryan Mielke, Supervisor

Date: _____, 2021



REQUEST FOR TOWNSHIP BOARD ACTION

To: Mark Stuhldreher, Township Manager **DATE:** January 19, 2021
FROM: Rodney C. Nanney, AICP **DATE FOR BOARD CONSIDERATION:** 1/27/2021
Community and Economic Development Director

ACTION REQUESTED: To take action on the PSUP 20-02 Special Use Permit application from Malley Construction for expansion of their contractor’s yard on to 8.59 acres of land (PID 14-011-30-001-07 and PID 14-011-40-002-00) south of East Airport Road and east of Packard Street in the I-1 (Light Industrial) zoning district

- [A] to approve the special use permit as presented.
- [B] to deny the special use permit application for the following reasons: _____
_____.
- [C] to concur with the Planning Commission’s recommendation and approve the special use permit subject to the following conditions:
 - 1. The Planning Commission acknowledges that Mr. Malley will remove the proposed closure of Packard St. from the site plan for the Contractor Yard development.
 - 2. A final site plan is approved for the proposed special use PSUP 20-02 development.
_____.
- [D] to refer the application back to the Planning Commission with questions or a request for further review.

BACKGROUND INFORMATION

Malley Construction is proposing a contractor’s yard located east of Packard St. This is an expansion of the business currently conducted at 1565 S. Park Place, and is a special use in the I-1 (Light Industrial) zoning district. A contractor’s yard is defined as a site on which a building or construction contractor stores equipment, tools, vehicles, building materials, and other appurtenances used in or associated with building or construction. A contractor's yard may include outdoor or indoor storage, or a combination of both.

The project includes construction of a gravel parking lot for outdoor storage of construction materials and use of an existing building on the site for indoor storage. Some initial site grading and importation/storage of materials took place on this expansion area without the required special use/site plan approval. Mr. Malley responded promptly to a notice of violation by preparing and submitting the necessary applications and site plans to the Township for review and action.

Public input opportunities.

The following is a summary of the public meetings and other opportunities for public input associated with the proposed amendment to the Official Zoning Map:

Date	Event	Actions
November 20, 2020	Public Hearing Notices	Notices mailed to all surrounding addresses within 300 feet of the subject parcels.
November 29, 2020		Publication of the public hearing notice in The Morning Sun newspaper.
December 15, 2020	Planning Commission Public Hearing and Regular Meeting	Public hearing held for the Special Use Permit application as an electronic meeting via Zoom, followed by deliberation and action to recommend conditional approval to the Board of Trustees.
January 27	Regular electronic meeting of the Board of Trustees via Zoom	Consideration and action on the Special Use Permit application.

Planning Commission recommendation.

The Planning Commission evaluated the application for consistency with Section 14.03J. of the Zoning Ordinance, which establishes the standards for special use approval. This Section includes a set of criteria to consider, including an evaluation of compatibility with the public health, safety or general welfare, the environment, adjacent uses, the Master Plan, and the capacity of public or municipal services or infrastructure.

Following a public hearing and deliberation during their regular meeting on December 15, 2020, the Commission took action to adopt the following motion:

Cody moved Buckley supported to recommend to the Township Board of Trustees to approve the PSUP 20-02 special use permit application from Malley Construction for a Contractor’s Yard on approximately 8.59 acres of land (parcel numbers 14-011-30-001-07 and 14-011-40-002-00) on the south side of East Airport Road and east of Packard St. in the southwest quarter of Section 11 and in the I-1 (Light Industrial) zoning district, finding that it can comply with Section 14.3.J. (Standards for Special Use Approval), subject to the following conditions:

- 1. The Planning Commission acknowledges that Mr. Malley will remove the proposed closure of Packard St. from the site plan for the Contractor Yard development.***
- 2. A final site plan is approved for the proposed special use PSUP 20-02 development.***

Industrial development and road access.

The area of land in the Township north of Corporate Dr., with frontage on Packard St., Park Dr., Park Place, and E. Airport Rd., is one of the few remaining industrial areas with larger tracts of vacant land available for development. Part of this industrial land east of Packard St. is also in the East DDA District.

During the initial review of project’s preliminary site plan, staff noted that the plan included a proposed closure and fencing off of the northern portion of Packard St. The section of Packard St. north of Corporate Dr. to E. Airport Rd. is a private road under the Township’s jurisdiction, while the section south of Corporate Dr. to E. Packard Rd. is a public road under the City of Mt. Pleasant’s jurisdiction.

This section of Packard St. (also sometimes referred to as N. Packard Rd.) was apparently constructed at least 35 years ago by Skip Wing, owner of the salvage yard on the northeast corner

of Corporate Dr. and Packard St. It is a private road, so it is governed by the requirements of the Township's Private Road Ordinance.

Packard St. provides the most direct connection from E. Airport Rd. to M-20. Staff determined that the proposed closure is not in conformance with Private Road Ordinance, which does not include any option for closure or gating of a private road. The ordinance also requires that, *"All properties served by the private road shall provide adequate access for emergency vehicles."*

Closure would require fire trucks, police, and other emergency vehicles to follow a circuitous alternative route into the area, lengthening response times and potentially endangering the public health, safety, and welfare of residents, workers, and others in the area.

Closure of the road would also inhibit truck and other vehicular traffic flow and access to the existing business operations on E. Airport Rd. and would likely increase traffic on the residential streets (Belmont Dr. and National Dr.) to the east.



During the November Planning Commission meeting, Mr. Malley confirmed that he had instructed his surveyor to remove the proposed road closure from the site plan for the Contractor Yard expansion project. As noted in their recommendation, the Planning Commission accepted this change subject to verification on the final site plan. Mr. Malley's attorney also confirmed this in a 1/15/2021 letter to the Community and Economic Development Director, although he referred to the road as a "private driveway" and indicated that the deficiencies related to this road remain an issue of concern that will need to be resolved.

Mr. Malley noted that the primary reason he had been pushing to close the road is due to concerns about the lack of a public right-of-way and potential liability related to personal and property damage claims resulting from allowing public access across his land. On the advice of his attorney, Mr. Malley has installed no trespassing signage at either end of his section of this road, while keeping it open to traffic.

Mr. Malley indicated during a 1/8/2021 meeting on-site that his surveyor had found no documentation of a dedicated road right-of-way (public or private) for this section of Packard St. However, this question has not yet been definitively determined, as the surveyor also claimed that he had found no record of a utility easement for the Township sewer main installed in 1996 along the east side of the road. The Public Services Director has indicated otherwise and is currently reviewing the department's historical files for verification of that easement.

The vacant or underutilized industrial land in this area will not be attractive for new development until the local road network deficiencies are adequately resolved. Potential improvements to

Packard St. include acquiring a dedicated public road right-of-way (if needed) and improvements to bring the road up to the county class A road standard suitable for year-round truck traffic in this industrial area. In addition to the issues with Packard St., the Park Dr. and Park Place private roads will need to be upgraded in the future, and E. Airport Rd. (a county public road) is in urgent need of near-term drainage, sub-base, and paving improvements.

From an economic development perspective, it would be ideal for all internal roads in this industrial area to be class A public roads. The Community and Economic Development Director plans to reach out to the county Road Commission and will continue to work with Mr. Malley and other property owners to identify potential ways to resolve these road deficiencies.

SCOPE OF SERVICES

To review and consider the proposed PSUP 20-02 Special Use Permit application from Malley Construction for expansion of their contractor’s yard for approval, denial, or approval with conditions; or to postpone action and refer the application back to the Planning Commission with questions or a request for further review.

JUSTIFICATIONS

In their 12/16/2020 motion to recommend to the Township Board of Trustees that the PSUP 20-02 Special Use Permit application from Malley Construction be approved, the Planning Commission determined that the proposed PSUP 20-02 Special Use Permit application can conform to the standards for special use approval found in Section 14.3.J. of the Zoning Ordinance, subject to two (2) conditions that would be satisfied by the applicant on the final site plan for the project.

GOALS ADDRESSED

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

- 1. Community well-being and common good**
- 3. Safety**
- 6. Commerce**

If the Board of Trustees concurs with the Planning Commission’s determination that, with the two (2) recommended conditions, the requested special use permit for expansion of a contractor’s yard can conform to the applicable Zoning Ordinance standards, then approval of the special use permit would be consistent with the Township’s policy of fair and nondiscriminatory code enforcement (1.1.1.2) and with ensuring that this development site meets the Zoning Ordinance specifications for industrial properties (1.3.2). An approval would also be consistent with commerce –friendly economic development policies (1.6).

COSTS

NA

TIMETABLE

The special use permit would go into effect immediately upon adoption of a motion of approval by the Board of Trustees. Per Section 14.3.L. of the Zoning Ordinance, *“An approved special use permit, including all attached conditions, shall run with the parcel in the approval and shall remain unchanged except upon mutual consent of the Township Board and the landowner after review and recommendation by the Planning Commission.”*

RESOLUTION

To take action on the PSUP 20-02 Special Use Permit application from Malley Construction for expansion of their contractor’s yard on to 8.59 acres of land (PID 14-011-30-001-07 and PID 14-011-40-002-00) south of East Airport Road and east of Packard Street in the I-1 (Light Industrial) zoning district

- [A] to approve the special use permit as presented.
- [B] to deny the special use permit application for the following reasons: _____
_____.
- [C] to concur with the Planning Commission’s recommendation and approve the special use permit subject to the following conditions:
 - 1. The Planning Commission acknowledges that Mr. Malley will remove the proposed closure of Packard St. from the site plan for the Contractor Yard development.
 - 2. A final site plan is approved for the proposed special use PSUP 20-02 development._____.
- [D] to postpone action and refer the application back to the Planning Commission with questions or a request for further review.

Resolved by _____ Seconded by _____

Yes:

No:

Absent:

MARTINEAU, HACKETT, O'NEIL & KLAUS

A PROFESSIONAL LIMITED LIABILITY COMPANY

ATTORNEYS

STEVEN W. MARTINEAU – OF COUNSEL
MICHAEL J. HACKETT
MARY ANN J. O'NEIL
JEFFREY J. KLAUS
PAUL A. BLANCO
JOSEPH A. DUSO
ZACHARY E. STEWART

555 NORTH MAIN STREET
MT. PLEASANT, MICHIGAN 48858

TELEPHONE (989) 773-9961
TELEFAX (989) 773-2107

CLARE OFFICE
127 W. FOURTH STREET, SUITE 1
CLARE, MI 48617
TELEPHONE (989) 386-3454

NORTHERN OFFICE
11512 NORTH STRAITS HIGHWAY
CHEBOYGAN, MI 49721
TELEPHONE (231) 627-5683

January 15, 2021

Rodney Nanney, AICP
Community & Economic Development Director
Union Township
2010 S. Lincoln
Mt. Pleasant MI 48858

RE: *Malley Construction Special Use Permit*

Mr. Rodney Nanney:

It was a pleasure to meet with you last week to further discuss the Special Use Permit for Malley Construction. I thought it appropriate to clearly document where each party stands on the issue of the private driveway and special use permit in Section 11 Union Township.

First, the no trespass signs installed by Malley Construction will be reduced to 6 feet in height as required by the zoning ordinance. These signs will remain installed and Union Township will take no further action in requesting their removal.

Second, at the next scheduled Township Board meeting Malley Construction's special use permit application will be recommended for approval. The special use permit will allow Malley Construction to construct their contractor's yard. This is with the understanding that Malley Construction will not, at this time, pending further investigation and discussion, place a fence and or gate across their private driveway south of Airport Rd. and north of Packard Rd.

Third, as indicated by Brad Malley during our meeting, the issue of closing the private driveway is reserved. Malley Construction, at this time, maintains that as private property it is their right to close off public access to the private driveway. This issue is being reserved by Malley Construction while we discuss potential alternatives with Union Township. I want to be clear; Malley Construction has not agreed to permanently allow public access across their private property.

January 15, 2021
Page 2

If you have any questions do not hesitate to contact my office.

Sincerely,

A handwritten signature in blue ink that reads "Michael J. Hackett". The signature is written in a cursive style with a long horizontal flourish at the end.

Michael J. Hackett

cc: Malley Construction

Charter Township of Union

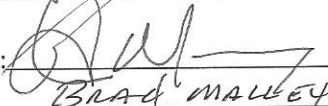

APPLICATION FOR SPECIAL USE PERMIT APPROVAL

A completed application will contain all information required per the Zoning Ordinance, Section 14.3 (Special Use Permits); and be accompanied by a separate minor site plan or preliminary site plan application per Section 14.02.C. (Site Plan Approval Required).


Minor Site Plan
 Preliminary Site Plan

Name of Proposed Development/Project _____
 Common Description of Property & Address (if issued) 4600 E. Airport Rd
 Applicant's Name(s) Brad Malley
 Phone/Fax numbers 989 772 2765 Email bmcddmalley@gmail.com
 Address 1565 S. Park Place St. City: Mt Pleasant Zip: 48858

Legal Description: Attached Included on Site Plan Tax Parcel ID Number(s): 14-011-30-001-07
 Existing Zoning: _____ Land Acreage: _____ Existing Use(s): _____
 ATTACHED: Letter describing the proposed use and how it conforms to Section 14.3.J. (Standards for Special Use Approval)

Firm(s) or Individuals(s) who prepared site plan(s)	1. Name: <u>Schufour / Chris Schufer</u> Phone: <u>989 560 0642</u> Email: <u>Chris.Schufour@outlook.com</u> 2. Address: _____ City: _____ State: <u>MI</u> Zip: _____ Contact Person: <u>Chris Schufer</u> Phone _____
Legal Owner(s) of Property. All persons having legal interest in the property must sign this application. Attach a separate sheet if more space is needed.	1. Name: <u>Brad Malley</u> Phone: <u>989 772 2765</u> Address: <u>1531 N. Lincoln Rd</u> City: <u>Mt Pleasant</u> State: <u>MI MI</u> Zip: <u>48858</u> Signature:  Interest in Property: <u>owner</u> /lessee/other 2. Name: <u>BRAD MALLEY</u> Phone: <u>989-772-2765</u> Address: <u>1531 N. Lincoln Rd</u> City: <u>Mt Pleasant MI</u> State: <u>MI</u> Zip: <u>48858</u> Signature:  Interest in Property: <u>owner</u> /lessee/other

I do hereby affirm that all the statements, signatures, descriptions, exhibits submitted on or with this application are true and accurate to the best of my knowledge and that I am authorized to file this application and act on behalf of all the owners of the property. False or inaccurate information may be cause for revocation of the special use permit approval. Approval of the requested special use shall not constitute the right to violate any provisions of the Zoning Ordinance or other applicable codes and ordinances.

 _____
 Signature of Applicant Date 11/19/20

Office Use Only

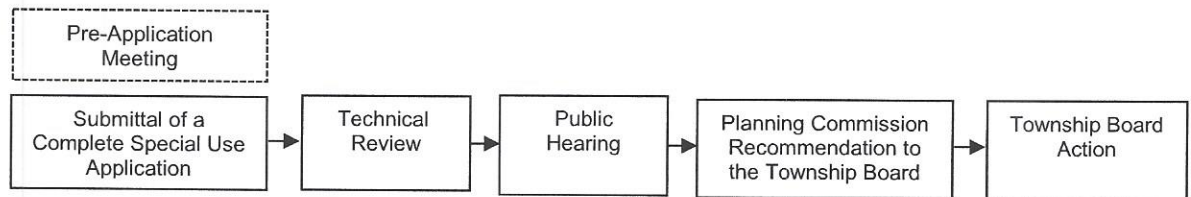
Application Received By: _____ Fee Paid: \$ _____
 Date Received: _____ Escrow Deposit Paid: \$ _____

Section 14.3 Special Use Permits (excerpts)

E. Application Information.

The following minimum information shall be required with any application for special use permit approval:

1. The name, address, and contact information for the applicant, and the applicant's legal interest in the property. If the applicant is not the owner, the name, address, and contact information for the owner(s) and the signed consent of the owner(s) shall also be required.
2. Signature(s) of the applicant(s) and owner(s), certifying the accuracy of the information.
3. A legal description of the property, including street address(es) and tax code number(s).
4. A detailed description of the proposed use.
5. Supporting statements, evidence, data, information, and exhibits that address the standards and requirements of this Section and Ordinance that apply to the proposed use, applicable requirements and standards of this Ordinance or other Township ordinances, including standards for special use approval in Subsection 14.3(J).
6. A survey drawing or plan view of the subject property drawn to a standard engineer's scale and correlated with the legal description and clearly showing the property's location, lot boundaries, road rights-of-way, easements, existing structures, fences, and other improvements. Where required per Section 14.2, a site plan shall satisfy this requirement.
7. Any other information determined necessary by the Township Planner, Planning Commission or Township Board to verify compliance with this Ordinance or other Township ordinances.



Special Use Review Process

J. Standards for Special Use Approval. No special use permit shall be granted unless the Township Board makes affirmative findings of fact and records adequate data, information, and evidence showing that:

1. The proposed land use is identified in Section 3 as a special use in the zoning district.
2. The location, design, activities, processes, materials, equipment, and operational conditions of the special use will not be hazardous, detrimental or injurious to the environment or the public health, safety or general welfare by reason of traffic, noise, vibration, smoke, fumes, odors, dust, glare, light, drainage, pollution or other adverse impacts.
3. The special use will be designed, constructed, operated, and maintained in a manner compatible with adjacent uses, the surrounding area, and the intent of the zoning district. Where determined necessary by the Planning Commission or Township Board, the applicant has provided adequately for any restrictions on hours or days of operation, minimization of noise, and screening improvements or other land use buffers to ensure land use compatibility and minimize adverse impacts.
4. The special use location and character is consistent with the general principles, goals, objectives, and policies of the adopted Master Plan.
5. The proposed special use conforms to all applicable requirements or standards of this Ordinance or other Township ordinances.
6. Approval of the special use location will not result in a small residential or non-residential area being substantially surrounded by incompatible uses.
7. The impact of the special use will not exceed the existing or planned capacity of public or municipal services or infrastructure; including but not limited to roads, police and fire protection services, refuse disposal, municipal water or sewerage systems, other utilities, drainage facilities, and public or private wells. The proposed use will not create additional requirements at public cost for services or infrastructure that will be detrimental to the economic welfare of the community.

MALLEY CONSTRUCTION YARD EXPANSION PROJECT

PARKING

PROPOSED DEVELOPMENT WILL BE USED FOR THE STORAGE OF EQUIPMENT AND MATERIALS. NO EMPLOYEES WILL BE REQUIRED ON SITE, THEREFORE NO DESIGNATED PARKING SPACES ARE PROPOSED.

NOTES

UTILITIES SHOWN ON THE DRAWING REFLECT INFORMATION COLLECTED FROM UTILITY OWNERS AND VISIBLE MARKERS FOUND DURING FIELD SURVEY. CONTRACTOR SHALL VERIFY ALL UTILITIES PRIOR TO CONSTRUCTION AND UTILIZE THE MISS DIGG SERVICE.

OWNER SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS

SIGNS

NO SIGNS ARE PROPOSED AT THIS TIME. FUTURE SIGNS TO BE IN ACCORDANCE WITH UNION TOWNSHIP REQUIREMENTS.

SITE LIGHTING

NO LIGHTING IS PROPOSED AT THIS TIME. FUTURE LIGHTING TO BE IN ACCORDANCE WITH UNION TOWNSHIP REQUIREMENTS.

ZONING REQUIREMENTS

ZONED I-1 (LIGHT INDUSTRIAL)
 MIN. LOT WIDTH = 100'
 MIN. LOT AREA = 43,560 SFT
 MAX. BUILDING HEIGHT = 35'
 MIN. FRONT YARD = 75'
 MIN. SIDE YARD = 30'
 MIN. REAR YARD = 50'
 MAX. LOT COVERAGE = 40%

SURVEY CONTROL

CONTROL POINT 115 CONTROL POINT 116
 N: 772279.91 N: 772020.27
 E: 13020004.75 E: 13019965.01
 ELEV: 757.01 ELEV: 757.99

BENCHMARK 201
 MARKED "X" IN TOP OF WESTERLY POST OF GAS PIPE GUARD
 ELEV: 758.53

BENCHMARK 202
 MARKED "X" IN NW BOLT ON TOP FLANGE OF FIRE HYDRANT
 ELEV: 758.28

DATUM: NAVD88 BASED ON GPS OBSERVATIONS

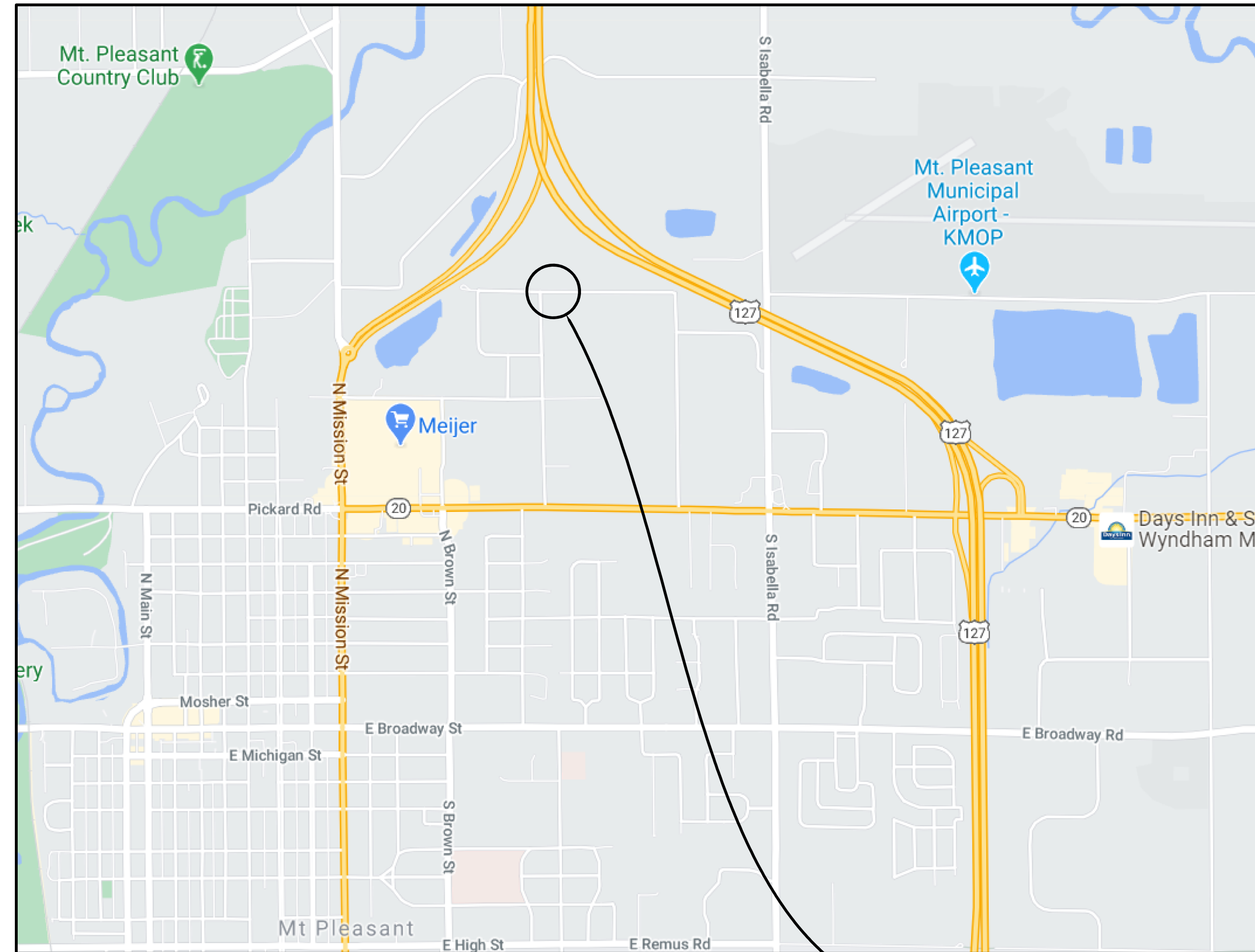
PROPERTY DESCRIPTIONS

PARCEL A: WARRANTY DEED: LIBER 1846, PAGE 792
 TAX ID: 14-011-40-002-00

THE NORTH 32 RODS OF THE WEST 38 RODS OF THE NORTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 11, TOWNSHIP 14 NORTH, RANGE 4 WEST, UNION TOWNSHIP, ISABELLA COUNTY, MICHIGAN.

PARCEL B: WARRANTY DEED: LIBER 1875, PAGE 232
 TAX ID: 14-011-30-001-07

THE NORTH 274 FEET OF THE EAST 159 FEET OF THE NORTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 11, TOWNSHIP 14 NORTH, RANGE 4 WEST, UNION TOWNSHIP, ISABELLA COUNTY, MICHIGAN.



LOCATION MAP
 NTS

PROJECT LOCATION

LEGEND

- EXISTING GRAVEL
- - - EXISTING GAS
- - - EXISTING ELECTRIC
- - - EXISTING WATER
- - - EXISTING STORM
- - - EXISTING SANITARY
- PROPOSED FENCE
- ▨ EXISTING GRAVEL
- ▨ PROPOSED GRAVEL
- ⊕ GAS VENT
- ⊕ GAS MARKER
- ⊕ U UTILITY POLE
- ⊕ GUY WIRE
- ⊕ HYDRANT
- ⊕ GATE VALVE
- ⊕ ST STORM MANHOLE
- ⊕ S SANITARY MANHOLE
- ⊕ PROPOSED DECIDUOUS TREE
- ⊕ PROPOSED ORNAMENTAL TREE
- ⊕ PROPOSED SHRUB
- ⊕ PUBLIC LAND CORNER
- ⊕ SET IRON WITH PS CAP #63460
- ⊕ FOUND IRON

PROJECT DESCRIPTION

PROPOSED PROJECT INCLUDES THE FOLLOWING:
 CLEAR AND STRIP PROPERTY AS NEEDED TO CONSTRUCT GRAVEL PARKING AS SHOWN
 INSTALL CHAINLINK FENCE AROUND THE PERIMETER OF THE PROPERTY
 CLOSE DOWN THE PRIVATE PORTION OF PACKARD ROAD BETWEEN THE APPLICANT'S PARCELS
 SITE WILL BE USED FOR MATERIAL STOCKPILES AND EQUIPMENT LAYDOWN
 NO BUILDINGS ARE TO BE CONSTRUCTED

PROJECT TIMELINE

INSTALL SOIL EROSION CONTROL MEASURES	NOVEMBER, 2020
CLEAR AND STRIP LOT	NOVEMBER, 2020
CONSTRUCT GRAVEL LOT	NOVEMBER, 2020
INSTALL PERIMETER FENCING	JANUARY, 2020
SEEDING AND RESTORATION	APRIL, 2020

SHEET INDEX

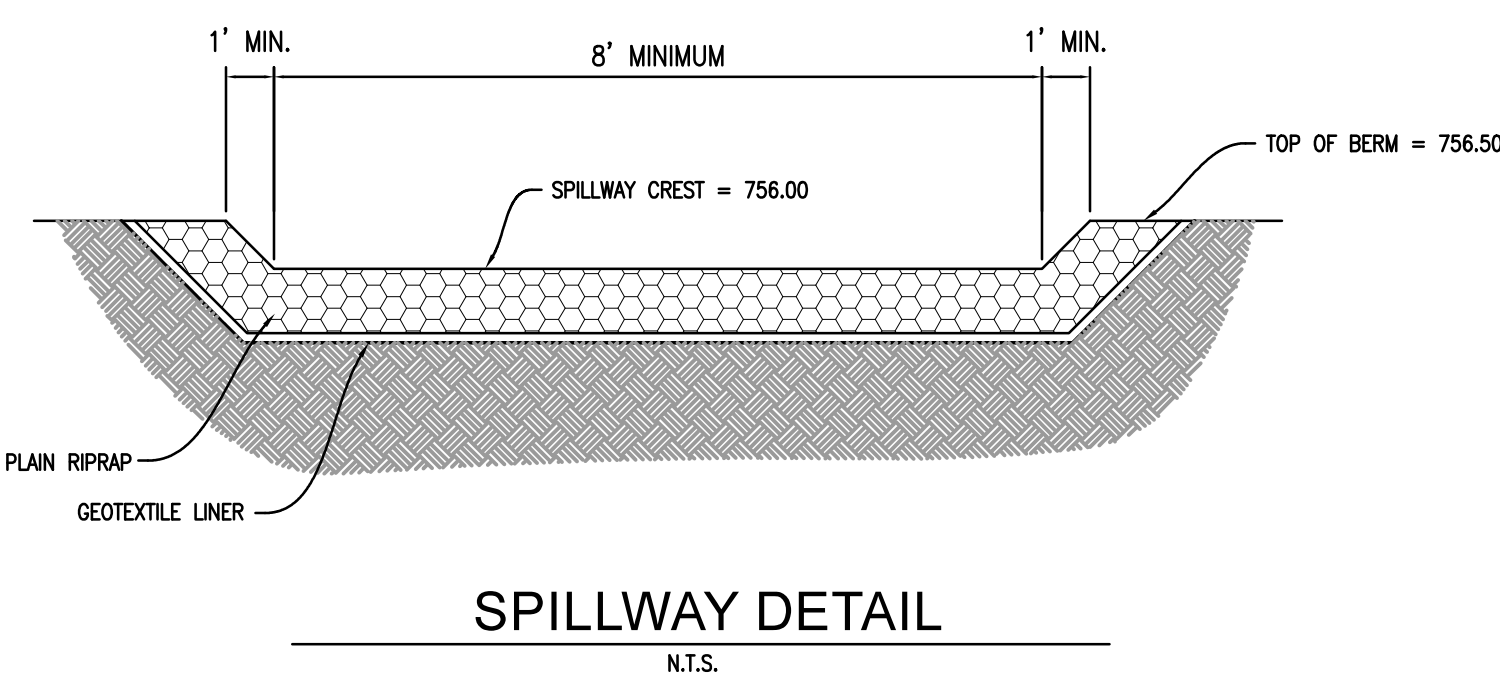
C1: COVER SHEET
 C2: SITE PLAN
 C3: STORM WATER MANAGEMENT / SESC PLAN

OWNER / APPLICANT

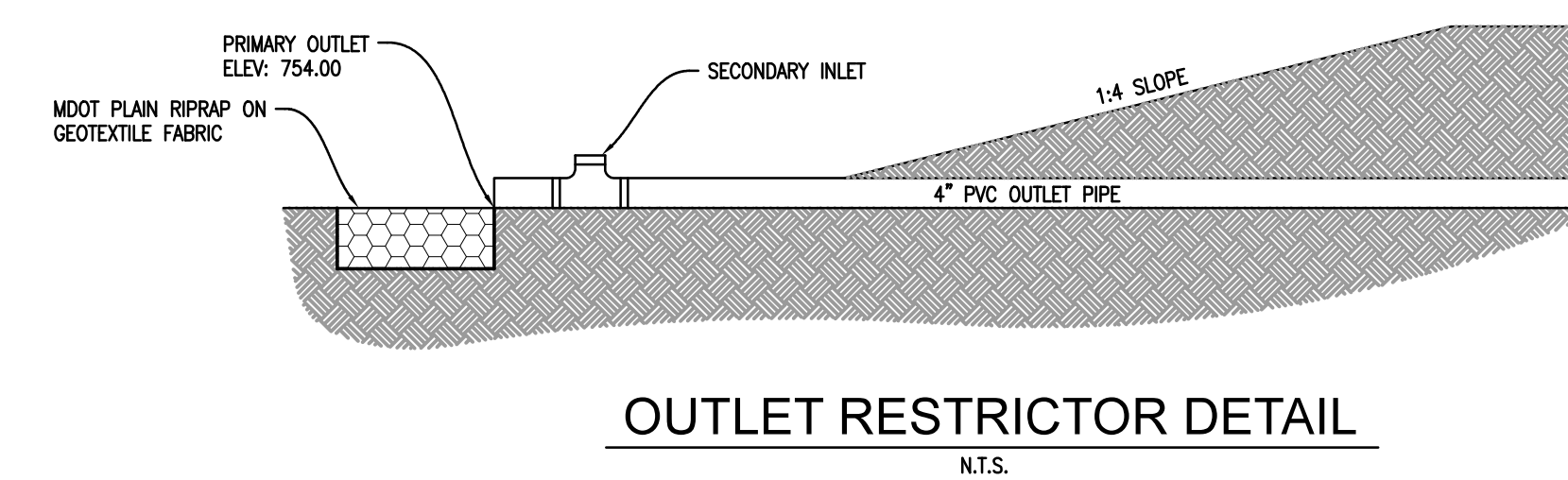
BRAD MALLEY
 MALLEY CONSTRUCTION
 1565 SOUTH PARKPLACE
 MT. PLEASANT, MI 48858
 989-772-2765

PREPARED BY

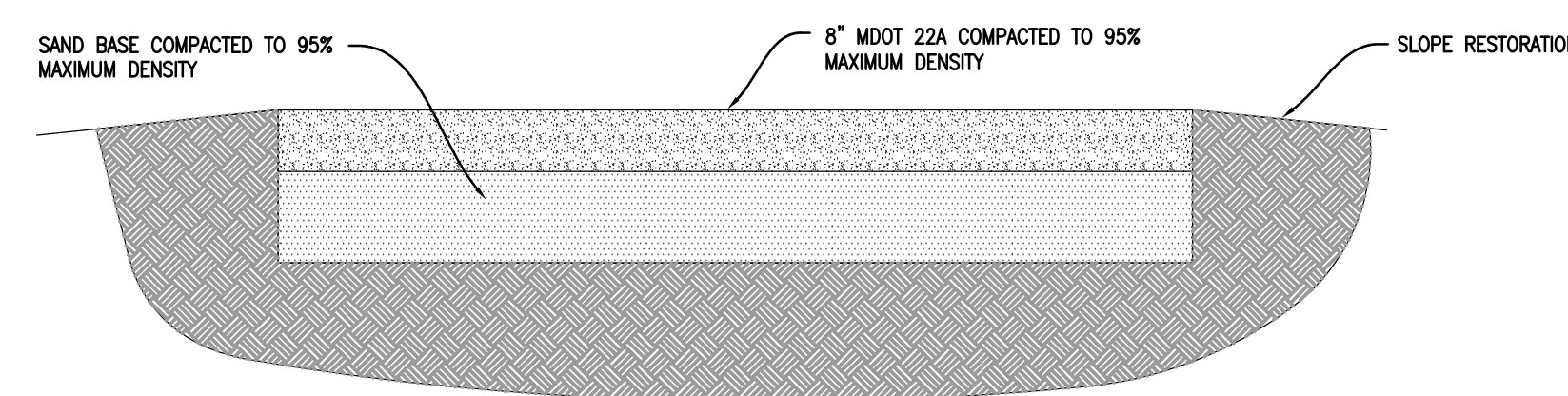
CHRIS SCHAFER, PE, PS
 SCHAFOR SURVEYING & ENGINEERING, LLC
 1750 PLAINFIELD ROAD
 MT. PLEASANT, MI 48858
 989.560.0642
 CHRIS.SCHAFFOR@OUTLOOK.COM



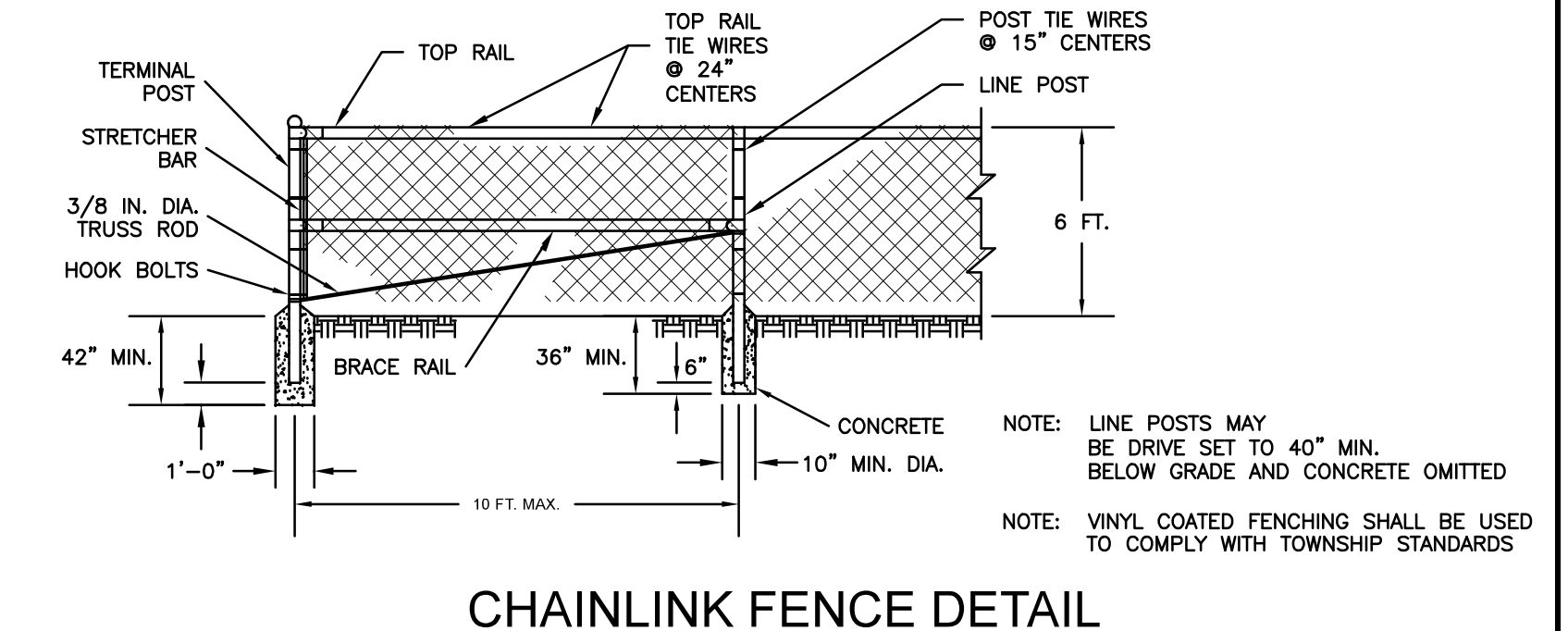
SPILLWAY DETAIL



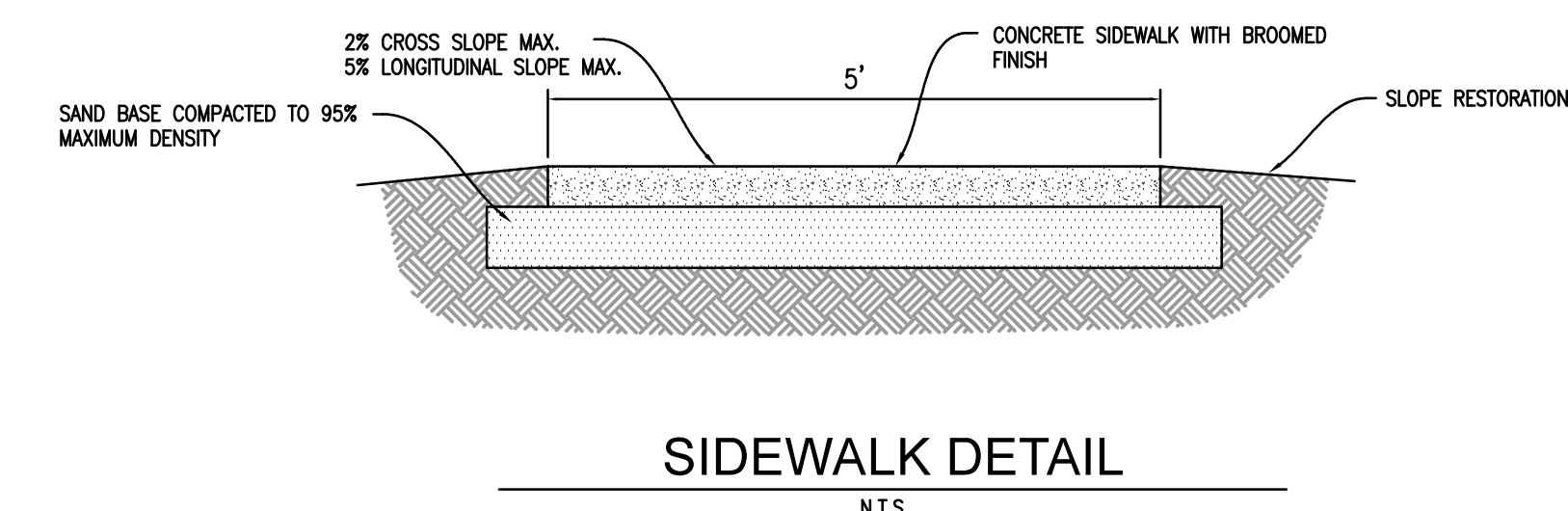
OUTLET RESTRICTOR DETAIL



GRAVEL PARKING DETAIL



CHAINLINK FENCE DETAIL

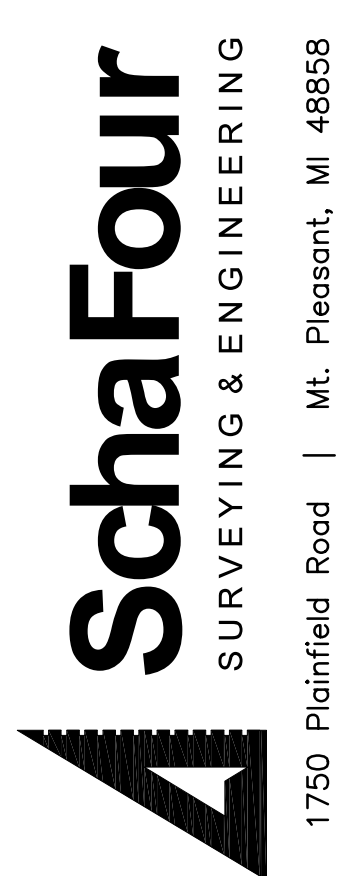


SIDEWALK DETAIL



DRAWING NAME: COVER SHEET
DRAWN BY: CJS
REVIEWED BY: CJS
DATE: 10-23-20

MALLEY CONSTRUCTION
 1565 SOUTH PARK PLACE
 MOUNT PLEASANT, MI 48858
 (989) 772-2765

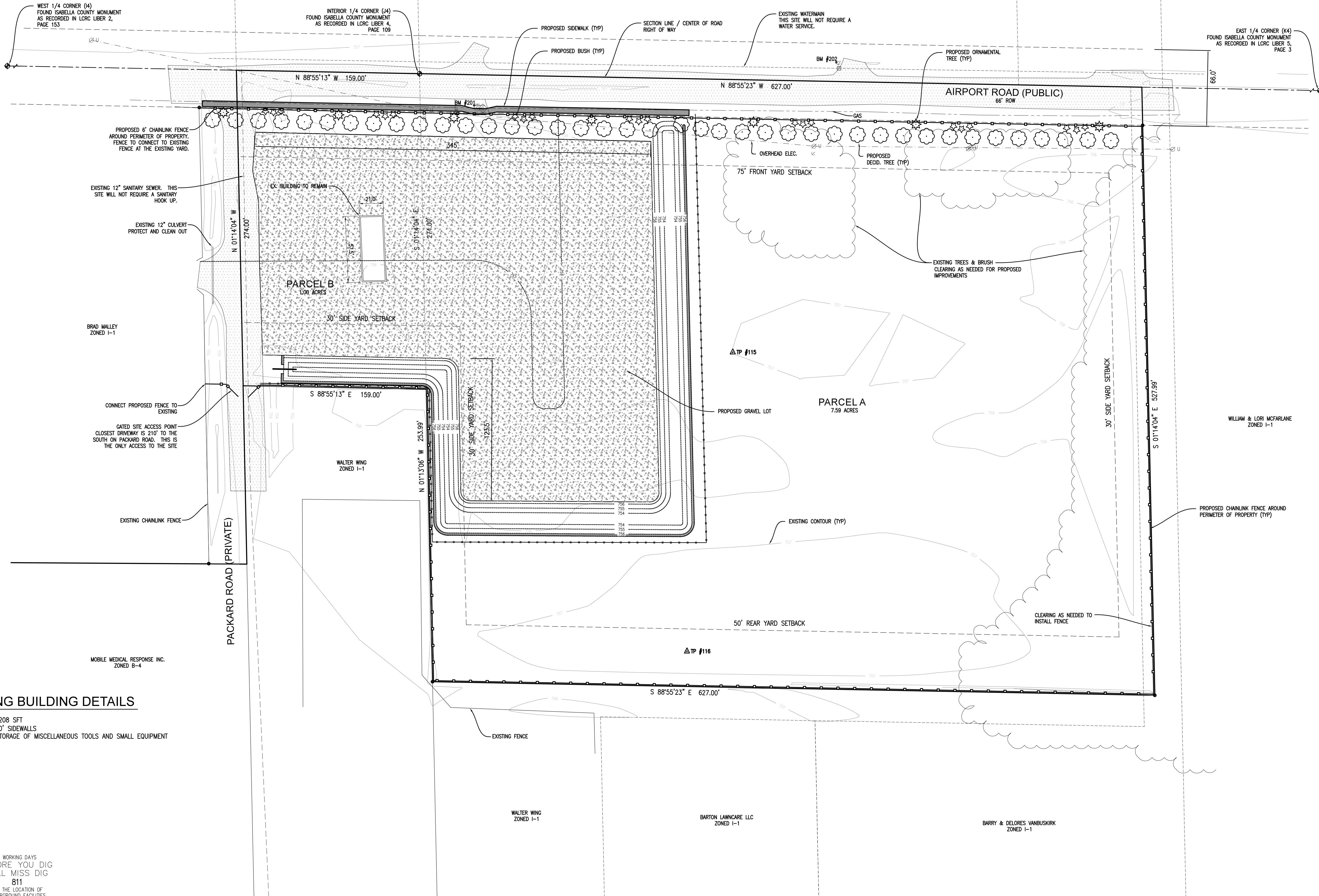


SCALE:
 NTS

C1



SCALE: 1" = 40'



ACOUSTICAL LAND LLC
ZONED I-1

BERDET & NANCY DURFEE
ZONED I-1

ADVANCED CONCRETE LLC
ZONED I-1

ALBERTA MCBRIDE TRUST
ZONED I-1

WEST 1/4 CORNER (14)
FOUND ISABELLA COUNTY MONUMENT
AS RECORDED IN LORC LIBER 2,
PAGE 153

INTERIOR 1/4 CORNER (14)
FOUND ISABELLA COUNTY MONUMENT
AS RECORDED IN LORC LIBER 4,
PAGE 109

EAST 1/4 CORNER (14)
FOUND ISABELLA COUNTY MONUMENT
AS RECORDED IN LORC LIBER 5,
PAGE 3

PROPOSED 6" CHAINLINK FENCE
AROUND PERIMETER OF PROPERTY.
FENCE TO CONNECT TO EXISTING
FENCE AT THE EXISTING YARD.

EXISTING 12" SANITARY SEWER. THIS
SITE WILL NOT REQUIRE A SANITARY
HOOK UP.

EXISTING 12" CULVERT
PROTECT AND CLEAN OUT

BRAD MALLEY
ZONED I-1

CONNECT PROPOSED FENCE TO
EXISTING
GATED SITE ACCESS POINT
CLOSEST DRIVEWAY IS 210' TO THE
SOUTH ON PACKARD ROAD. THIS IS
THE ONLY ACCESS TO THE SITE

EXISTING CHAINLINK FENCE

MOBILE MEDICAL RESPONSE INC.
ZONED B-4

EXISTING BUILDING DETAILS

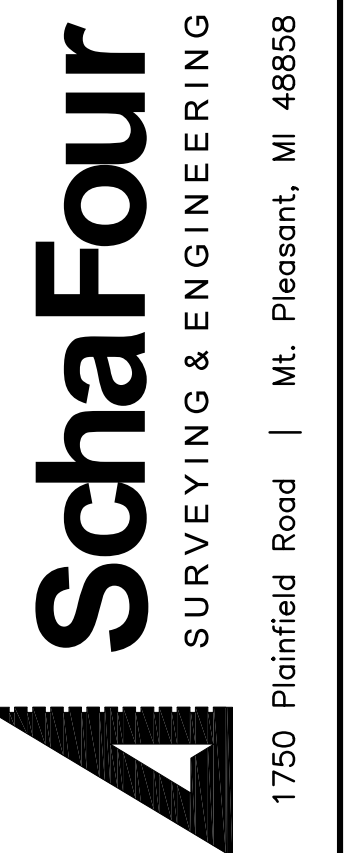
FLOOR AREA: 1208 SFT
HEIGHT: 10' SIDEWALLS
USE: STORAGE OF MISCELLANEOUS TOOLS AND SMALL EQUIPMENT



DRAWING NAME: SITE PLAN

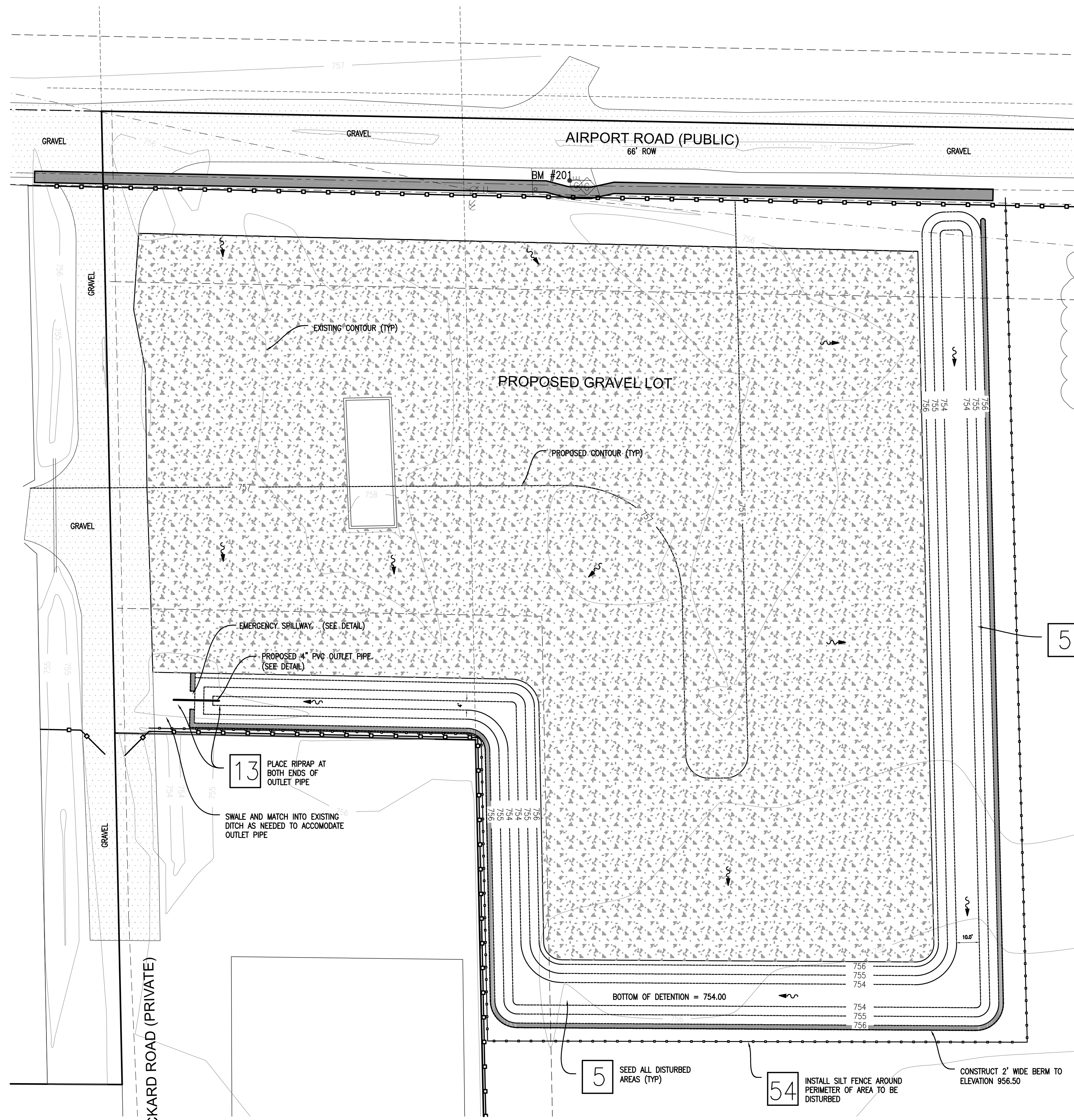
DRAWN BY: CJS
REVIEWED BY: CJS
DATE: 11-19-20

MALLEY CONSTRUCTION
1565 SOUTH PARK PLACE
MOUNT PLEASANT, MI 48858
(989) 772-2765



SCALE:
1" = 40'

C2



RUNOFF COEFFICIENT CALCULATIONS

	AREA (ACRES)	C
HARD SURFACE / IMPERVIOUS AREA	0.03	0.95
GRAVEL	2.28	0.75
GREENSPACE / LAWN	5.69	0.3
CONTINUOUS DRAINAGE AREA	8.00	
COMPOSITE RUNOFF "C"	0.43	
MAXIMUM ALLOWABLE OUTFLOW	0.8	CFS

DETENTION POND A CAPACITY

CONTOUR ELEVATION	BOTTOM AREA (SFT)	TOP AREA (SFT)	VOLUME CFT
756-755	12964.00	19443	16203.5
755-754	6599.00	12964	9781.5
			25985

SOIL EROSION NOTES

CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTAINING TEMPORARY AND PERMANENT SOIL EROSION CONTROL MEASURES UNTIL VEGETATION HAS BEEN ESTABLISHED IN ALL DISTURBED AREAS.

CONTRACTOR SHALL BE RESPONSIBLE FOR REMOVAL OF TEMPORARY CONTROL MEASURES AFTER ALL DISTURBED AREAS HAVE BEEN RESTORED AND VEGETATION HAS BEEN ESTABLISHED. SILT FENCE SHALL BE INSTALLED PRIOR TO ANY SITE WORK.

PERMANENT CONTROL MEASURES SHALL BE COMPLETED WITHIN 15 CALENDAR DAYS AFTER FINAL EARTH CHANGE IS COMPLETED.

CONTRACTOR SHALL BE RESPONSIBLE FOR ALL NECESSARY PERMITTING.

STORMWATER / GRADING NOTES

PROPOSED GRAVEL PARKING LOT SHALL BE CONSTRUCTED TO PROVIDE POSITIVE DRAINAGE TO PROPOSED DETENTION POND. IN GENERAL, FILL WITH BE ADDED ON THE NORTH SIDE OF THE PROPOSED LOT TO PROVIDE POSITIVE DRAINAGE. AREAS OF CUT INCLUDE THE DETENTION PONDS.

PROPOSED DETENTION POND IS DESIGNED TO HANDLE THE 25 YEAR FREQUENCY AND 24 HOUR DURATION AS REQUIRED IN THE TOWNSHIP STORM WATER MANAGEMENT PLAN. THE RUNOFF GENERATED FROM THE 100 YEAR EVENT WILL BE ACCOMMODATED WITH THE EMERGENCY SPILLWAY LOCATED NEAR WEST END OF THE PROPOSED DETENTION POND. WATER WILL FLOW THROUGH THE SPILLWAY AND DISCHARGE INTO THE EXISTING DITCH. DETENTION POND TO BE RESTORED WITH A GRASS.

SOIL LEGEND

18B - COVERT SAND, 0 TO 4 PERCENT SLOPES

THE COVERT SOIL IS MODERATELY WELL DRAINED. THIS SOIL FORMED IN SANDY MATERIAL. IT IS ON GLACIAL TILL PLAINS, OUTWASH PLAINS, LAKE PLAINS, BEACH RIDGES AND TILL PLAINS. THE PERMEABILITY IS RAPID. THE AVAILABLE WATER CAPACITY IS LOW. THE SURFACE RUNOFF IS VERY SLOW. THE SEASONAL HIGH WATER TABLE FLUCTUATES BETWEEN 2 TO 3.5 FEET OF THE SURFACE DURING PROLONGED WET PERIODS.

20A - PIPESTONE SAND, 0 TO 3 PERCENT SLOPES

THE PIPESTONE SOIL IS SOMEWHAT POORLY DRAINED. THIS SOIL FORMED IN SANDY MATERIAL. IT IS ON GLACIAL OUTWASH PLAINS, LAKE PLAINS, BEACH RIDGES AND TILL PLAINS. THE PERMEABILITY IS RAPID. THE AVAILABLE WATER CAPACITY IS LOW. THE SURFACE RUNOFF IS SLOW OR VERY SLOW. THE SEASONAL HIGH WATER TABLE FLUCTUATES BETWEEN .5 TO 1.5 FEET OF THE SURFACE DURING PROLONGED WET PERIODS.

21 - KINGSVILLE LOAMY SAND

THE KINGSVILLE SOIL IS POORLY DRAINED. THIS SOIL FORMED IN SANDY MATERIAL. IT IS ON LOW GLACIAL BEACH RIDGES, OFFSHORE SANDBARS AND TILL PLAINS. THE PERMEABILITY IS RAPID. THE AVAILABLE WATER CAPACITY IS LOW. THE SURFACE RUNOFF IS VERY SLOW OR PONDED. THE SEASONAL HIGH WATER TABLE IS AT OR NEAR THE SURFACE DURING PROLONGED WET PERIODS. THIS SOIL IS SUBJECT TO FREQUENT PONDING.

DISTURBANCE AREA

PROJECT WILL DISTURB 2.8 ACRES

5 SEED ALL DISTURBED AREAS (TYP)

OUTLET CALCULATIONS

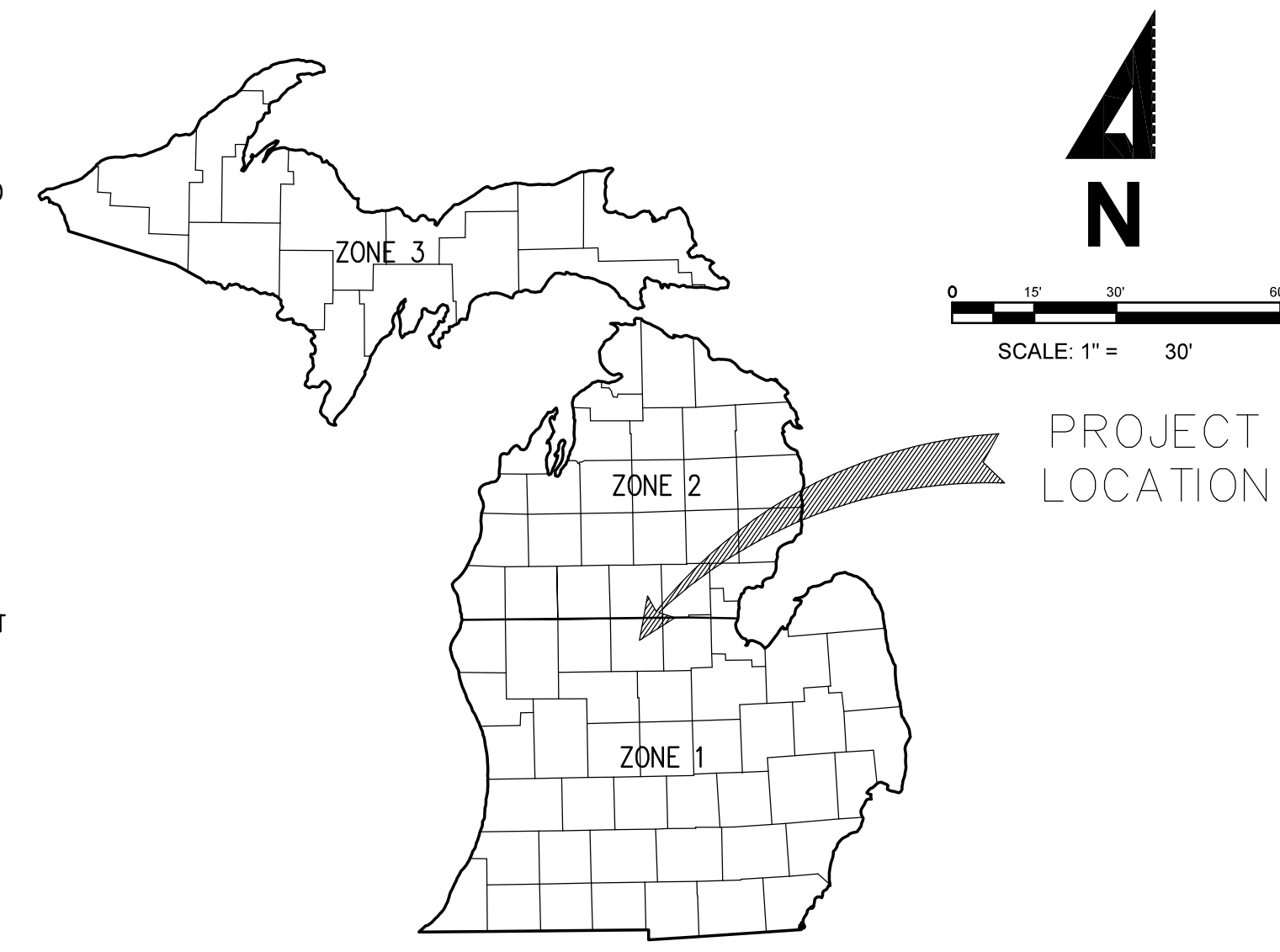
ALLOWABLE OUTFLOW (0.10 CFS PER ACRE)	0.80	CFS
ORIFICE HEAD CALCULATION		
TOP OF BASIN	756.00	FT
ORIFICE ELEVATION	754.00	FT
HEAD	2.00	FT
DIAMETER OF ORIFICE	4.00	INCHES
AREA OF ORIFICE	0.087266463	SFT
HEAD DIFFERENTIAL	2.00	FT
ACTUAL RESTRICTED DISCHARGE	0.61	CFS

25 YEAR DETENTION CALCULATIONS

AREA OF SITE	8.00	ACRES
ALLOWABLE RELEASE RATE	0.80	CFS
COMPOSITE RUNOFF COEFFICIENT	0.43	

STORM DURATION		25 YEAR TOTAL RAINFALL	25 YEAR RAINFALL INTENSITY	PROPOSED RUNOFF RATE	PROPOSED RUNOFF VOLUME	MAXIMUM ALLOWABLE OUTFLOW	REQUIRED DETENTION
MINUTES	HOURS	INCHES	IN/HR	CFS	CFT	CFS	CFT
5	0.08	0.5	6.00	20.67	6202	0.80	5962
10	0.17	0.87	5.22	17.99	10791	0.80	10311
15	0.25	1.12	4.48	15.44	13892	0.80	13172
20	0.33	1.21	3.63	12.51	15009	0.80	14049
30	0.50	1.54	3.08	10.61	19102	0.80	17662
40	0.67	1.67	2.51	8.63	20714	0.80	18794
50	0.83	1.82	2.18	7.52	22575	0.80	20175
60	1.00	1.95	1.95	6.72	24187	0.80	21307
90	1.50	2.21	1.47	5.08	27412	0.80	23092
120	2.00	2.41	1.21	4.15	29893	0.80	24133
180	3.00	2.66	0.89	3.06	32994	0.80	24354
240	4.00	2.86	0.72	2.46	35475	0.80	23955
300	5.00	3.01	0.60	2.07	37335	0.80	22935
360	6.00	3.11	0.52	1.79	38576	0.80	21296
420	7.00	3.23	0.46	1.59	40064	0.80	19904
480	8.00	3.32	0.42	1.43	41181	0.80	18141
540	9.00	3.4	0.38	1.30	42173	0.80	16253
600	10.00	3.47	0.35	1.20	43041	0.80	14241
660	11.00	3.53	0.32	1.11	43785	0.80	12105
720	12.00	3.61	0.30	1.04	44778	0.80	10218
900	15.00	3.74	0.25	0.86	46390	0.80	3190
1080	18.00	3.9	0.22	0.75	48375	0.80	-3465
1260	21.00	3.96	0.19	0.65	49119	0.80	-11361
1440	24.00	4.15	0.17	0.60	51476	0.80	-17644
2880	48.00	4.59	0.10	0.33	56933	0.80	-81307

REQUIRED STORAGE 24354



SEEDING ZONES

TEMPORARY SEEDING GUIDE

TYPE OF SEED	ZONE 1									
	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN
SPRING OATS/BARLEY OR DOMESTIC RYE/GRASS										
SUDANGRASS										
RYE OR PERENNIAL RYE										
WHEAT										

PERMANENT SEEDING GUIDE

IRRIGATION AND/OR MULCH	PERMANENT SEEDING GUIDE									
	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN
WITHOUT IRRIGATION OR MULCH										
IRRIGATED AND/OR MULCHED										
WITHOUT IRRIGATION OR MULCH										
IRRIGATED AND/OR MULCHED										

MICHIGAN UNIFIED KEY

5 SEED: INEXPENSIVE AND VERY EFFECTIVE. STABILIZES SOIL. THIS MINIMIZING EROSION PERMITS RUNOFF TO INFILTRATE SOIL. REDUCING RUNOFF VOLUME SHOULD INCLUDE PREPARED TOPSOIL BED.

13 RIRRAP, RUBBLE, CARBONS: USED WHERE VEGETATION IS NOT EASILY ESTABLISHED. EFFECTIVE FOR HIGH VELOCITIES OR HIGH CONCENTRATIONS PERMITS RUNOFF TO INFILTRATE SOIL. DISSIPATES ENERGY FLOW AT SYSTEM OUTLETS.

54 SILT FENCE: USES GEOTEXTILE FABRIC AND POSTS OR POLES. EASY TO CONSTRUCT AND LOCATE AS NECESSARY.

DRAWING NAME: STORM WATER MANAGEMENT / SECC

DRAWN BY: CJS
REVIEWED BY: CJS
DATE: 11-19-20

MALLEY CONSTRUCTION
1565 SOUTH PARK PLACE
MOUNT PLEASANT, MI 48858
(989) 772-2765

SchaFour
SURVEYING & ENGINEERING
1750 Plainfield Road | Mt. Pleasant, MI 48858

SCALE: 1" = 30'

C3
3 WORKING DAYS BEFORE YOU DIG
CALL MISS DIG 811
FOR THE LOCATION OF UNDERGROUND FACILITIES

Charter Township of Union Planning Commission
2010 South Lincoln Road
Mt. Pleasant, MI 48858

December 16, 2020

Dear Mr. Nanney and Planning Commission members,

I have a written response to the December 15th, 2020 request for Contractors Yard Special Use Permit by Brad Malley, including road closure. Mr. Malley was able to speak throughout the entirety of the public electronic meeting, so I would appreciate a chance to respond to a few of his points during that time. Although the request for the closure of Airport and Packard roads by Mr. Malley was tabled for now, I expect the issue to be presented again. Please consider the following:

1) Road Maintenance –

- a. Mr. Malley mentioned several times that he alone provides maintenance for “his” road. We have owned our business property for several years now, and can honestly state that the county and Neat & Green provide the majority of the road maintenance. I have personally witnessed many instances of county plow trucks, red Union Township trucks, MMR emergency vehicles, and Fire Department trucks (when performing fire hydrant inspections/cleanings), all use these roads that will be impacted. I’m sure if given the option, the businesses and residents would be willing to consider a road maintenance agreement if necessary to prevent losing access altogether. Aadvanced Concrete, Malley, and Neat & Green all have the machinery and the capability to maintain the road (plow, grade, etc.), but as I stated previously, there has not been a need for this contrary to Mr. Malley’s assertion.
- b. According to The Michigan Journal of Environmental & Administrative Law review, “In Michigan, a private road is “a privately owned and maintained road, allowing access to more than one residence or place of business, which is normally open to the public and upon which persons other than the owners located thereon may also travel.” “Since public funds cannot be expended to maintain private roads and keep them up to the county road commission’s standards, the cost of maintaining a private road is “borne by the residents.” This to me, states that all of the residents that reside on that private road are responsible for maintenance. This also says to me, that this “private road” belongs to everyone who resides on it, not just Mr. Malley himself. It is not “his” road as he declared several times during the township meeting. Also, there are two roads that would be effected by his request that effect many other private property owners.

2) Safety –

- a. Allowing one business man to close access to a road that he himself said “has a lot of traffic”, will put my employees, other employees, and local residents in increased risk of traffic danger. Our employees will have to drive large work trucks, often hauling trailers of equipment, through a tight residential area that is not designed, nor approved for large trucks. After driving through the residential area, then our drivers must navigate turning onto Isabella Rd. at a blind intersection at the bottom of a hill. Sooner or later,

there will be an accident. I would also suggest that if you allow this closure to be passed, that you alert those living within that residential area that the use of large trucks and equipment will increase dramatically through their streets.

- b. The 210.000 Private Road Ordinance (Sec. II, #2-d) states that “all properties served by the private road shall provide adequate access for emergency vehicles...”. I’m sure by surveying the map that you will see just how much this will limit the options for MMR to efficiently get to anyone served not only in that industrial area, but also if they were to try to navigate onto Isabella Road to respond to emergencies/accidents in the Delfield/airport area or anyone in that northern area. Seconds and minutes count dearly in an emergency. This could literally be the difference of life or death.
- 3) Property Value – My business is a concrete business. The closure of this section of road, will severely limit our access to and from the shop to everything else. This entire industrial area will be hurt by Malley’s acquisition. We made decisions about such things when we decided to buy this property, as did Malley when he purchased his. Why should our property value have to decline because he has now decided that what he chose to purchase is not good enough?

In closing, I would like all of those voting on this issue, which I’m sure will be presented again, to think very thoughtfully about all of the sweeping effects this request will have on other residents in this county. As a business owner myself, I can see how approval of the request for this road closure would be great for Brad Malley and his business. However, it will be at my expense as well as many others. It is a win-win for him, and a straight loss for us. This is one business owner asking to monopolize his assets, regardless of the impact on the community.

Thank you for your time,

Mike Curtice
Advanced Concrete
4585 Airport Rd.
Mt. Pleasant, MI 48858



REQUEST FOR TOWNSHIP BOARD ACTION

To: Board of Trustees **DATE:** January 19, 2021
FROM: Mark Stuhldreher, Township Manager **DATE FOR BOARD CONSIDERATION:** January 27, 2021
ACTION REQUESTED: Consider approval of a Resolution allowing Consumers Energy to remove a streetlight at the intersection of Isabell and Broomfield and approval of a similar Resolution to allow Consumers to add a streetlight at the same intersection

Current Action _____ Emergency _____
 Funds Budgeted: If Yes _____ Account #_No ___ N/A _____
 Finance Approval _____

BACKGROUND INFORMATION

Improvements at the intersection of Isabell and Broomfield necessitate the removal of the streetlight that hung from the center of the intersection. It was agreed that new LED streetlight would be installed on a pole located at the northwest corner of the intersection.

To facilitate this change, Consumers Energy requires separate Resolutions be executed for both the removal and installation

SCOPE OF SERVICES

Removal of an old-style streetlight hung at the intersection of Isabella and Broomfield and a new placement LED light be installed at the north west corner of the intersection.

JUSTIFICATION

Maintaining a streetlight at this intersection is recommended from a safety perspective.

PROJECT IMPROVEMENTS

The following Board of Trustees goals are addressed with this appointment (From Policy 1.0: Global End)

- Community well-being and common good
- Safety

COSTS

Not applicable

PROJECT TIME TABLE

The removal/add of the streetlights will be done as part of the overall intersection improvement project

RESOLUTION

See Attached.

RESOLUTION

RESOLVED, that it is hereby deemed advisable to authorize Consumers Energy Company to make changes in the lighting service as provided in the Standard Lighting Contract between the Company and the Charter Township of UNION, dated 6/1/2012, in accordance with the Authorization for Change in Standard Lighting Contract dated _____,

heretofore submitted to and considered by this commission council board ;and

RESOLVED, further, that the _____ Clerk be and are authorized to execute such authorization for change on the behalf of the Charter Township.

STATE OF MICHIGAN
COUNTY OF Isabella

I, _____, Clerk of the Charter Township of UNION, do hereby certify that the foregoing resolution was duly adopted by the commission council board of said municipality, at the meeting held on _____.

Dated: _____

Municipal Customer Type: Charter Township

GENERAL SERVICE UNMETERED LIGHTING RATE GUL, STANDARD HIGH INTENSITY DISCHARGE

Number of Luminaires	Nominal Watts	Luminaire Type	Fixture Type	Fixture Style	Install Remove	Location
1	<u>100</u>	<u>HPS</u>	<u>Center Suspension</u>	<u>NA</u>	<u>Remove</u>	INTERSECTION OF E BROOMFIELD RD AND S ISABELLA RD

RESOLUTION

RESOLVED, that it is hereby deemed advisable to authorize Consumers Energy Company to make changes in the lighting service as provided in the Standard Lighting Contract between the Company and the Charter Township of UNION, dated 10/24/2018, in accordance with the Authorization for Change in Standard Lighting Contract dated _____,

heretofore submitted to and considered by this commission council board ;and

RESOLVED, further, that the _____ Clerk be and are authorized to execute such authorization for change on the behalf of the Charter Township.

STATE OF MICHIGAN
COUNTY OF Isabella

I, _____, Clerk of the Charter Township of UNION, do hereby certify that the foregoing resolution was duly adopted by the commission council board of said municipality, at the meeting held on _____.

Dated:

Municipal Customer Type: Charter Township

GENERAL UNMETERED EXPERIMENTAL LIGHTING RATE GU-XL

<i>Number of Luminaires</i>	<i>Nominal Watts</i>	<i>Luminaire Type</i>	<i>Fixture Type</i>	<i>Fixture Style</i>	<i>Install Remove</i>	<i>Location</i>
1	<u>54</u>	<u>LED</u>	<u>Cobrahead</u>	<u>Cutoff</u>	<u>Install</u>	INTERSECTION OF E BROOMFIELD RD AND S ISABELLA RD

REQUEST FOR TOWNSHIP BOARD ACTION

To: Board of Trustees	DATE: January 19, 2021
FROM: Mark Stuhldreher, Township Manager	DATE FOR BOARD CONSIDERATION: January 27, 2021
ACTION REQUESTED: Consider the appointment of Mr. Rodney Nanney, Community and Economic Development Director, to the Airport Joint Operations Board	

Current Action Emergency

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

Finance Approval _____

BACKGROUND INFORMATION

At the December 16, 2020 Board of Trustees meeting, the Airport Joint Operations and Management Agreement with the City of Mt. Pleasant, Isabella County, Mid-Michigan Development (MMDC) and the Saginaw Chippewa Indian Tribe was approved. The Agreement states that members of the Joint Operations Board shall be appointed by the Chief Executive Officer and approved the that party's governing body.

I recommend that the Board appoint Mr. Rodney Nanney, Community and Economic Development Director, to the Operations Board. The initial term will be until December 31, 2023 as called for in the Agreement.

SCOPE OF SERVICES

The Board will meet at least quarterly, meetings must comply with the Open Meetings Act and Board records are subject to the Freedom of Information Act. The Board will guide, set policy for, plan, approve applications for grants and other funding for, and otherwise oversee Airport operations and management within the scope outlined in the Agreement.

JUSTIFICATION

The appointment to the Operations Board is the next step in operationalizing the Agreement the intent of which is to increase opportunities for funding from the state and federal government which in turn will assist with facility maintenance, retention and attraction of clientele and create the potential for expanded services such as internet shipping and aeronautics training activities.

PROJECT IMPROVEMENTS

The following Board of Trustees goals are addressed with this appointment (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

Once the other partners to the Agreement have made their respective appointments, the Airport Joint Operations Board will hold their initial organizational meeting.

RESOLUTION

It is hereby resolved that The Charter Township of Union appoints Rodney Nanney, Community and Economic Development Director, to the Airport Joint Operations Board for a term ending on December 31, 2023.

Moved by _____ Seconded by _____

Yes:

No:

Absent:

AIRPORT JOINT OPERATIONS AND MANAGEMENT AGREEMENT

This Airport Joint Operations and Management Agreement is made as of January 20, 2020, 2021, among the City of Mount Pleasant, a Michigan home rule city the principal address of which is 320 W. Broadway St., Mt. Pleasant, MI 48858 (the "**City**"), the County of Isabella, a Michigan county the principal address of which is 200 N. Main Street, Mt. Pleasant, MI 48858 (the "**County**"), the Charter Township of Union, a Michigan charter township the principal business address of which is 2010 S. Lincoln, Mt. Pleasant, MI 48858 (the "**Township**"), the Saginaw Chippewa Indian Tribe, a federally recognized Indian Tribe the principal business address of which is 7500 Soaring Eagle Blvd., Mt. Pleasant, MI 48858 (the "**Tribe**"), and Middle Michigan Development Corporation, a Michigan nonprofit corporation the principal address of which is 200 E. Broadway St., Mt. Pleasant, MI 48858 (the "**MMDC**"), pursuant to and in accordance with the Urban Cooperation Act of 1967, 1967 (extra session) PA 7, MCL 124.501 *et seq.* ("**Act 7**").

RECITALS

- A. The City currently owns and operates the Mt. Pleasant Municipal Airport, a general aviation airport in Union Township and Chippewa Township, the precise location of which is 43 degrees 37.30 N by 084 degrees 44.25 W at an elevation of 775 feet and the address of which is 5453 East Airport Road, Mt. Pleasant, MI 48858 (the "**Airport**").
- B. The parties agree the Airport is important to the local economy because many national, regional and local businesses, many entertainers performing locally, and others rely on the Airport for transportation needs.
- C. Under applicable law, the political subdivisions have the authority to own and operate an airport and, therefore, may enter into an agreement to jointly operate the Airport under Act 7.
- D. The MMDC has the authority pursuant to PA 162 of 1982 to enter into contracts and to further its intended purpose to grow the economy with services designed to retain, expand and attract businesses in Clare and Isabella Counties.
- E. The parties believe an agreement for joint operation may aid in funding Airport operations, provide all parties a role in its operations, and, thereby enhance the Airports' long-term viability and vitality.

TERMS AND CONDITIONS

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

1. Joint Operations Board. A Joint Operations Board (the "**Board**") is created for operations and management oversight of the Airport as provided in this section.
 - A. The Board shall have 5 members, including one representative each from the City, the County, the Township, the Tribe, and the Middle Michigan Development Corporation (MMDC).
 1. Members shall be appointed by the chief executive officer of a party and approved by that party's governing body. The representative of MMDC shall be appointed by the City on recommendation of the MMDC Board.
 2. The members first appointed to the Board shall serve as follows:
 - a. The Board member first appointed by the City shall serve until December 31, 2021.
 - b. The Board member first appointed by the County shall serve until December 31, 2021.
 - c. The Board member first appointed by Township shall serve until December 31, 2023.
 - d. The Board member first appointed by Tribe shall serve until December 31, 2022.
 - e. The Board member first appointed by the City on recommendation of the MMDC Board shall serve until December 31, 2023.
 3. All Board members appointed thereafter shall be appointed to serve 3-year terms, which shall be staggered by virtue of the term lengths provided in subsection 2 above.

4. There shall be no limitations on the numbers of terms any member can serve either successively or after interruption of terms.

5. Board members shall serve at the pleasure of the governing body that appointed them and may be removed and replaced in the manner set forth in Section 1.A.1. at any time for any reason or for no reason by a majority vote of the then currently serving members of that governing body.

6. The Joint Operations Board, by majority vote, may request that the appointing governing body remove a board member.

7. Board members shall be senior administrators or managers of the party appointing them. Board members shall not be deemed to have any conflict of interest or any incompatibility of office due to such service on the Board and as officers or employees of the party appointing them. Board members may vote on any issue before the Board, including a contract with or affecting the party appointing them, unless such conflict arises from other conditions or circumstances other than their service as an officer or employee of the party appointing them.

8. Board members shall serve without compensation, though they may be reimbursed for travel or other costs incurred in their service as Board members.

B. Each Board member will have one vote.

C. The Board shall meet not less frequently than quarterly at the Airport, in a meeting room of one of the parties, or at such other place as the Board shall determine. Special meetings may be called by the chairperson provided at least 18 hours notice is provided to all members.

1. Board meetings shall comply with Michigan's Open Meetings Act, 1976 PA 267, MCL 15.261 *et seq.*

2. Board records shall be subject to Michigan's Freedom of Information Act, 1976 PA 442, MCL 15.231 *et seq.*

3. A majority of the Board members shall constitute a quorum.

4. Except as otherwise provided by applicable law, actions may be taken by a majority of the Board members present at a meeting provided all who constitute the quorum are able to vote on the matter and provided the Board meeting is held in compliance with applicable law.

D. Annually, at its first meeting of each year, the Board shall elect a chairperson, a vice-chair person and a secretary.

1. The chairperson shall collaborate with staff for the Airport on preparing the agenda for Board meetings and shall sign documents on behalf of the Board.

2. The vice-chairperson shall act in place of the chairperson when the chairperson is unavailable to act.

3. The secretary shall review draft Board meeting minutes and may sign documents on behalf of the Board.

4. The Board may, by resolution, designate other board members to act in place of any officer.

5. The City will appoint a Staff liaison to the Board.

E. The Board, by resolution, shall approve and may amend Board rules of procedures.

F. The parties intend that the Board guide, set policy for, plan, approve applications for grants and other funding for, and otherwise oversee Airport operations and management in accordance with all applicable law.

1. Accordingly, the Board may consider any matter related to the Airport including, for illustration and not for limitation, current or future Airport ownership, property, facilities, services, use, operation, maintenance, repair, replacement, improvement, licensing, regulation, occupancy, funding, Airport user rules and regulations, Airport fees, Airport service contracts, FBO agreements, and assistance generating revenues.

2. The Board shall annually recommend an annual budget for the Airport to the City Manager of

the City not later than the date for budget recommendations by City department heads. The City Commission of the City shall approve the annual fiscal year budget of the Airport as part of the City's annual budget. All Airport spending shall be within and in compliance with the budget for the Airport as approved or amended by the City Commission.

3. The acquisition, sale, lease or other conveyance or encumbrance of any Airport property or any interest in Airport property shall require approval of the City Commission of the City.

4. All contracts affecting the Airport that require commitments lasting longer than a year (such as the 20-year commitments that are a part of Airport grant agreements or multi-year FBO agreements) require the approval of the City Commission of the City.

5. On all matters over which City staff or the City Commission have a role, consideration shall be given to recommendations of the Board.

G. The Board may not levy any tax. The Board may not issue any debt. The Board may not create any obligation for any party except for the City as owner of the Airport.

2. Ownership. The City shall continue to be the sole owner of the Airport. This Contract does not provide any other party any interest in the Airport. This Agreement does not convey any interest in any property or any rights to the use of any property.

3. Personnel. All Airport personnel shall continue to be City employees or City-contracted service providers. No other party and no Board member shall have any obligation for compensation, including benefits, for withholding or for any other aspect of their employment.

4. No New Entity. This Agreement does not establish a new entity. The Board is a body empowered as provided in this Agreement, but is not a separate body corporate. The Board may not sue or be sued in its own name.

5. Funding. The parties understand that stable funding for the Airport is critical to its viability and vitality. The parties all have an interest in the Airport's viability and accordingly agree to fund the Airport as follows:

A. Funds for the Airport have historically come from the following sources, all of which may continue to provide some funding.

1. Airport operations have provided some funds for the Airport. The parties agree that, ideally, Airport operational revenues would pay all Airport operations. The Board is charged with working toward minimizing funding from the parties while providing necessary services recognizing that it will not likely be a self-supporting entity.

2. Federal and state grants have paid most costs to acquire needed property rights for and to complete capital projects at the Airport. The Board shall continue to provide assistance and support to seek appropriate state and federal grants for Airport projects.

3. The City has also budgeted funds to support the Airport and to provide some in-kind services for the Airport.

4. The Tribe has provided some funds for the Airport from gaming revenue as permitted by its Compact with the State. The City will continue to request these funds each year to fund ongoing operations and capital purchases at the Airport. If a request for funding is received by the Tribe, Tribal Council will review the request and make funding decisions based on the Tribe's 2% distribution process. Any contribution of such funds awarded by the Tribe would be in addition to the fixed amount to be provided by the Tribe pursuant to subsection C below

B. The Board's proposed annual budget shall designate anticipated funds identifying the sources and uses of those funds. The budget shall detail proposed Airport expenditures and the sources of funds supporting those expenditures. The budget shall provide details on operations revenues, including the fees to be charged and collected from Airport users, FBO's, services, etc. It shall provide a fee schedule.

C. The parties shall provide funding to the Airport as follows:

1. The City shall be responsible for any remaining unfunded costs remaining after the contributions of the other parties are accounted for.
2. On or before January 31 of each year, the County shall pay an annual sum of \$5,000.
3. On or before January 31 of each year, the Township shall pay an annual sum of \$10,000.
4. On or before January 31 of each year, the Tribe and MMDC shall each pay an annual sum of \$1,000.
5. A party's formal approval of a budgetary appropriation to the Airport shall constitute a resolution committing funding for purposes of this provision.

D. The parties may, by subsequent agreements approved by their respective governing bodies, commit to funding the Airport or specific projects, undertakings, or portions of Airport operations, for more than a single fiscal year. If the Board proposes and the parties, by a resolution adopted by their respective governing bodies, approve of a formula for Airport funding, that funding formula may apply according to its terms.

6. Term and Termination. This Agreement shall take effect on January 1, 2021 and shall remain in effect until all parties have withdrawn.

7. Withdrawal. Any party may withdraw as a party to this Agreement as of December 31 of any given year by providing written notice on or before July 1 of that year. Such withdrawing partner shall not be responsible for providing an annual contribution to the Airport (as provided in Section 5.C. above) thereafter. However, withdrawal will not affect any funding agreements for funding the Airport for specific projects, undertakings or portions of the Airport that span more than one fiscal year, unless the Board and other parties otherwise consent in writing.

8. Notices. All notices and other communications provided for in this Agreement shall be in writing and delivered personally or by overnight delivery service, addressed to the parties at their respective addresses provided above or at such other addresses as may be specified by written notice delivered in accordance with this section.

9. Indemnification. To the extent allowed by applicable law, the City is generally responsible for losses arising out of the operation of the Airport and shall indemnify and hold harmless the other parties to this Agreement for any such losses, except to the extent caused by the negligence or intentional misconduct of any such party. For purposes of this section, "loss" means an amount or amounts that the City is legally responsible for or pays in any form resulting from injury to persons, damage to property, or breach of contract, including for example a judgment, a settlement, a fine, damages, injunctive relief, staff compensation, a decrease in property value, and expenses for defending against a claim for a loss (including fees for legal counsel, expert witnesses, and other advisers).

10. General Provisions.

A. The parties agree that damages may be inadequate remedies and that equitable remedies such as for mandamus, specific performance, and injunctive relief may be necessary and appropriate.

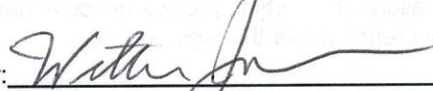
B. If any provision of this Agreement is held to be illegal, invalid or unenforceable, such provision will be fully severable and this Agreement will, to the extent possible and without destroying its intent, be construed and enforced as if such illegal, invalid or unenforceable provision had never been part of this Agreement, and the remaining provisions will remain in full force and effect and will not be affected by the illegal, invalid or unenforceable provision or by its severance from this Agreement.


C. This Agreement sets forth the entire understanding of the parties and supersedes all prior agreements or understandings, whether written or oral, with respect to its subject matter. No terms, conditions or warranties, other than those contained in this Agreement, and no amendments or modifications to this Agreement will be binding unless made in writing and signed by all parties. All parties were advised by legal counsel and had input into the drafting of this Agreement so it should be construed as mutually drafted. The captions are for reference only and shall not affect interpretation of this Agreement. However, the recitals and any exhibits are integral parts of this Agreement.

D. The waiver or failure to pursue a material breach of any material term of this Agreement will not operate as a waiver of a subsequent breach of the same provision by such party or of a material breach of any other term or provision of this Agreement. The delay or failure of a party to provide notice under this Agreement will not constitute a waiver by such party of any breach under this Agreement.

E. In connection with the management and operation of the Airport, as set out in this Agreement, the parties, as may be required by applicable law, shall not discriminate against a person to be served or an employee or applicant for employment with respect to hire, tenure, terms, conditions or privileges of employment, or a matter directly or indirectly related to employment because of race, color, religion, national origin, age, sex, disability that is unrelated to the individual's ability to perform the duties of a particular job or position, height, weight, or marital status. Breach of this section may be regarded as a material breach of this Agreement.

CITY OF MT. PLEASANT

By: 
Will Joseph, Mayor

By: 
Chris Saladine, City Clerk

Date signed: January 20, 2021

CHARTER TOWNSHIP OF UNION

By: _____
Bryan Mielke, Supervisor

By: _____
Lisa Cody, Township Clerk

Date signed: _____, 20__

MIDDLE MICHIGAN DEVELOPMENT CORPORATION

By: _____
James McBryde, President

Date signed: _____, 20__

ISABELLA COUNTY

By: _____
George Green, Chair, County Board of Commissioners

By: _____
Minde' Lux, County Clerk

Date signed: _____, 20__

SAGINAW CHIPPEWA INDIAN TRIBE OF MICHIGAN

By: 
Tim J. Davis, Tribal Chief

Date signed: 12/17, 2020

**APPROVAL BY COUNCIL
MOTION REQUIRED
KMN 12/14/20**

GRAPIDS 57654-13 435173v8

CITY OF MT. PLEASANT

By: _____
Will Joseph, Mayor

By: _____
Chris Saladine, City Clerk

Date signed: _____, 20__

CHARTER TOWNSHIP OF UNION

By: Bryan Mielke
Bryan Mielke, Supervisor

By: Lisa Cody
Lisa Cody, Township Clerk

Date signed: Jan 4, 2021

MIDDLE MICHIGAN DEVELOPMENT CORPORATION

By: James McBryde
James McBryde, President

Date signed: January 7, 2021

ISABELLA COUNTY

By: George Green
George Green, Chair, County Board of Commissioners

By: Minde' Lux
Minde' Lux, County Clerk

Date signed: December 15, 2020

SAGINAW CHIPPEWA INDIAN TRIBE OF MICHIGAN

By: _____
Tim J. Davis, Tribal Chief

Date signed: _____, 20__

GRAPIDS 57654-13 435173v8

Charter Township of Union



To: Township Board of Trustees
From: Mark Stuhldreher, Township Manager
Subject: Policy Governance Review
Date: January 19, 2021

Policy Review: 2.1 Treatment of Consumers
Type of Review: Internal
Review Interval: Annual
Review Month: January 2021

Policy Wording

With respect to interactions with consumers or those applying to be consumers, the Township Management Team shall not cause or allow conditions, procedures, or decisions that are unsafe, undignified, unclear, unprofessional, indirect, untimely, inaccurate, or unnecessarily intrusive.

Further, without limiting the scope of the foregoing by this enumeration, the Management shall not:

1. Use application forms that elicit information for which there is no clear necessity.
2. Use methods of collecting, reviewing, transmitting, or storing client information that fail to protect against improper access to the material elicited.
3. Fail to establish with consumers a clear understanding of what may be expected and what may not be expected from the service offered.
4. Fail to inform consumers of this policy, or to provide a way for persons to be heard who believe they have not been accorded a reasonable interpretation of their protections under this policy.
5. Fail to post and keep a regular schedule of office hours so that citizens have reasonable opportunity to take care of township business.

Manager Interpretation

The Township Manager interprets this policy such that the Board of Trustees seeks to ensure application forms only elicit information that is necessary and that the information obtained will be appropriately protected from unauthorized access. Further, that consumers have a clear understanding of the service(s) to be provided and if unclear, a mechanism exists to gain a complete understanding; and, that regular office hours will be maintained to sufficiently serve the public.

Justification for reasonability

The interpretations are reasonable in that a balance needs to exist when interacting with the public that ensures adequate information is obtained to service the public and at the same time, as allowed by law,

privacy is protected. Further, access to Township officials is required for the public to take care of their Township business.

Data

- Applications for services are reviewed to ensure they remain relevant and accurate. In 2020 various land use related applications were updated to reflect the new zoning ordinance
- Service options, applications and ordinances are posted on the Township web site.
- Sensitive information such as social security numbers are handled per federal and state guidelines.
- Citizen complaints are taken seriously by the Township Manager and when they occur, the Manager seeks to obtain information from all parties before promptly responding to the complainant.
- Direct outreach to consumers occurred following the adoption of the new zoning and rental housing ordinances in 2020 to assist with educating stakeholders of the updated regulations.
- Due to the pandemic, office hours were required to be adjusted during 2020 to ensure the safety of both citizens and staff and as required by various state/local directives
- Direct contact was made with utility customers regarding the cross-connection/lead pipe survey program before it was underway
- Boil water advisories were issued as appropriate and in some instances, hand delivered to the customers

Compliance

The Township Management Team is in compliance with the policy as stated

Policy Governance Executive Limitations Evaluation Form

A tool to be used by individual Board members as they evaluate the internal monitoring reports

Policy being monitored: 2.1 Treatment of Consumers

- 1. Was this report submitted when due? Yes No
 - 2. Did the report lay out the Manager's interpretation or an operational definition of the policy? Yes No
 - 3. Is the interpretation justified or is proof provided to explain why the interpretation is reasonable? Yes No
 - 4. Was I convinced that the interpretation is justified and reasonable? Yes No
 - 5. Did the interpretation address all aspects of the policy? Yes No
 - 6. Does the data show compliance with the Manager's interpretation of our policy? Yes No
-

Comments regarding further policy development:

- 1. Is there any area regarding this policy that you worry about that is not clearly addressed in existing policy?

- 2. What policy language would you like to see incorporated to address your concern?

Signature and date of Board member _____



To: Township Board of Trustees
From: Sherrie Teall, Finance Director
Subject: Policy Governance Review
Date: January 21, 2021

Policy Review: 2.5 Financial Condition and Activities
Type of Review: Internal
Review Interval: Quarterly
Review Month: December, 2020

Policy Wording

With respect to the actual, ongoing financial condition and activities, the Township Management Team shall not cause or allow the development of fiscal jeopardy or a material deviation of actual expenditures from board priorities established in End policies.

Further, without limiting the scope of the foregoing by this enumeration, he or she shall not:

2.5.1 Expend more funds than have been received in the fiscal year to date unless the debt guideline (below) is met.

2.5.1 .1 Indebt the organization in an amount greater than can be repaid by certain, otherwise unencumbered revenues within 60 days.

2.5.2 Use any long-term reserves except for purposes and amounts specifically released by the Board.

2.5.3 Conduct interfund shifting in amounts greater than can be restored to a condition of discrete fund balances by certain, otherwise unencumbered revenues within 30 days.

2.5.4 Fail to settle payroll and debts in a timely manner.

2.5.5 Allow tax payments or other government ordered payments or filings to be overdue or inaccurately filed.

2.5.6 Make a single unbudgeted emergency purchase or commitment, to maintain township operations, of greater than \$10,000 for the Township Hall and/or \$50,000 for the water and sewer systems.

2.5.7 Make a single purchase or commitment of greater than \$10,000. Purchases over \$5,000 shall not be made without timely notification to the Board.

2.5.8 Acquire, encumber or dispose of real property.

2.5.9 Fail to aggressively pursue receivables after a reasonable grace period.

2.5.10 Fail to maintain an adequate level of cash flow.

Manager Interpretation

Township Manager interprets this policy to indicate that there will be no expenditures made or incurred that will exceed the expenditures budgeted for that current year unless it is an emergency purchase as outlined in 2.5.6. The manager shall also not make a single purchase or commitment (unless it falls under 2.5.6) of greater than \$10,000 or inform the board of purchases over \$5,000 unless the purchase is for materials or services needed for normal operations of township facilities.

Furthermore, all tax payments to other governmental entities are paid according to state statute, payroll is paid bi-weekly, and accounts payable invoices are processed and ready for board approval as soon as they are received, verified, and coded for payment.

Justification for Reasonability

The interpretations are reasonable in that when the budget is approved by the Board of Trustees, it is left to the management team to operate within the guidelines established and to follow all state and federal statutes. The Township Board is to function as a policy making body and the management team is to function as implementer of that policy as indicated in the approved budget.

Attachments from BS&A system include General Fund departmental revenue and expenditure reports, special revenue fund and enterprise fund revenue and expenditure reports.

Data

- Expenditures support Global Ends Policies
- No new debts were acquired in the 4th Quarter 2020
- A budget amendment for the 2020 fiscal year was prepared and approved by the Board of Trustees in November
- No long-term General Fund reserves have been used for several years
- All payroll was paid timely in October, November, December 2020
- All payroll taxes and benefits were paid on schedule and on time
- All tax collections were disbursed timely pursuant to State statutes
- Submitted financial information required by Rural Development in the 4th quarter for the Sewer Fund bonds
- Submitted financial information timely to the State of Michigan to qualify for the Cities, Villages, and Townships revenue sharing
- Submitted the Municipal Fire Protection Questionnaire to the State of Michigan so the Township can receive funding for fire protection services on State owned properties in the Township
- Submitted the required Grant Opening Certification to the State of Michigan for the Coronavirus Relief Local Government Grant (CRLGG) program
- No emergency purchases were made in the 4th Quarter 2020
- All purchases greater than \$10,000 were approved by the Board of Trustees prior to making a purchase
- No real property was acquired or disposed of
- All receivables are pursued on a regular basis
- All funds have a reasonable amount of cash flow, which enables timely payment of payroll and bills. The General Fund cash on December 31st was over \$5.0 million

Compliance

In compliance with policy as stated.

User: SHERRIE

PERIOD ENDING 12/31/2020

DB: Union

% Fiscal Year Completed: 100.00

ACCOUNT DESCRIPTION	END BALANCE		YTD BALANCE		% BDGT USED
	NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)	
Fund 101 - GENERAL FUND					
Dept 000 - NONE					
402.000 CURRENT PROPERTY TAX	304,828.14		312,500.00	347,855.78	111.31
402.001 PROPERTY TAX REFUNDS-MTT	(4,827.60)		(5,000.00)	(1,066.05)	21.32
402.002 PILOT TAX	3,182.43		3,000.00	0.00	0.00
402.100 PRIOR YEARS PROPERTY TAXES	1,448.80		0.00	0.00	0.00
420.000 DELQ PERSONAL PROPERTY TAXES	202.64		1,000.00	247.34	24.73
425.000 MOBILE HOME PARK TAX	2,447.00		2,400.00	1,946.00	81.08
445.000 INTEREST ON TAXES	263.17		100.00	601.68	601.68
446.000 3% OR 4% PENALTY ON TAX	6,835.42		3,700.00	3,948.19	106.71
447.000 ADMIN FEE-PROPERTY TAX	150,214.34		150,000.00	161,603.97	107.74
447.001 ADMIN FEES-REFUNDS MTT BOR	(2,430.74)		(4,000.00)	(565.15)	14.13
447.050 ADMIN FEE-STATE EDUC TAX (SET)	7,775.00		7,700.00	7,752.50	100.68
447.100 ADMIN FEE-PRIOR YEARS	757.53		200.00	209.98	104.99
475.000 CABLE FRANCHISE FEES	129,216.83		113,000.00	113,219.97	100.19
476.000 BUILDING PERMITS	55,173.00		75,000.00	78,412.59	104.55
477.000 RENTAL INSPECTION FEES	81,977.00		83,000.00	83,357.00	100.43
479.000 ZONING PERMITS	15,492.00		8,000.00	9,300.00	116.25
528.000 OTHER FEDERAL GRANTS	0.00		11,848.00	0.00	0.00
573.000 STATE AID REVENUE-LCSA	4,496.13		2,040.00	2,039.64	99.98
574.000 STATE REVENUE SHARING	1,187,793.00		1,040,000.00	1,178,959.00	113.36
574.100 LIQUOR STATE REVENUE SHARING	13,193.40		11,500.00	11,814.00	102.73
574.200 METRO ACT REVENUE SHARING-LCSA	7,514.27		7,500.00	8,205.36	109.40
576.000 STATE GRANTS-SPECIAL ELECTION REIMB	0.00		33,440.00	13,189.45	39.44
580.100 CONTRIBUTION FROM CITY	0.00		0.00	1,407.23	100.00
582.000 CONTRIBUTION FROM TRIBE	0.00		165,670.00	165,669.94	100.00
584.000 CONTRIBUTION FROM SCHOOL SYSTEM	0.00		690.00	2,098.70	304.16
609.000 CONSTR PLAN REVIEW FEES	2,016.00		3,500.00	3,425.00	97.86
613.000 APPLICATION FEES	500.00		500.00	0.00	0.00
626.000 COPIES	0.00		0.00	10.00	100.00
628.000 LAND DIVISIONS/CONDO CONV	2,100.00		1,500.00	1,400.00	93.33
630.000 WEED ABATEMENT SERVICES	243.00		1,150.00	1,223.25	106.37
651.000 USE FEES-BASEBALL FIELDS	1,680.00		0.00	0.00	0.00
655.000 FINES & FORFEITURES	248.70		800.00	502.50	62.81
665.000 INTEREST EARNED	120,392.34		89,000.00	96,008.10	107.87
667.000 RENT - JAMESON HALL	7,350.00		1,100.00	1,075.00	97.73
667.100 RENT - McDONALD PARK PAVILION	1,092.00		300.00	264.00	88.00
667.200 RENT - JAMESON PAVILION	528.00		120.00	120.00	100.00
667.300 LEASES	900.00		900.00	900.00	100.00
671.000 OTHER REVENUE	1,102.08		5,000.00	15,494.15	309.88
672.400 REVENUE-STREET LIGHTS SPEC ASSESS	19,990.66		18,000.00	9,617.62	53.43
673.000 GAIN/LOSS ON SALE (DISPOSAL) OF ASSETS	0.00		500.00	0.00	0.00
674.000 PRIVATE CONTRIBUTIONS & DONATIONS	0.00		10,416.00	10,416.75	100.01
687.000 REFUNDS & REBATES	0.00		0.00	1,653.75	100.00
Net - Dept 000 - NONE	2,123,694.54		2,156,074.00	2,332,317.24	
Dept 101 - TRUSTEES					
702.000 SALARIES & WAGES	29,538.31		30,115.00	30,230.56	100.38
707.000 PER MEETING	3,800.00		4,000.00	1,725.00	43.13
709.000 EMPLR FICA CONTR	2,066.98		2,108.00	1,965.60	93.24
711.000 EMPLR MEDICARE CONTR	483.41		493.00	459.67	93.24
724.000 WORKER'S COMP	66.25		80.00	60.07	75.09
801.000 PROFESSIONAL & CONTRACTUAL SERVICES	6,337.04		4,000.00	3,507.50	87.69
860.000 TRANSPORTATION/MILEAGE REIMBURSEMENT	309.36		200.00	133.40	66.70
900.000 PRINTING & PUBLISHING	0.00		600.00	167.50	27.92
910.000 PROFESSIONAL DEVELOPMENT	2,252.12		2,500.00	1,482.55	59.30
910.200 SEMINAR MEALS	0.00		200.00	0.00	0.00
915.000 MEMBERSHIP & DUES	16,236.58		16,400.00	16,337.82	99.62
955.000 MISC.	14.00		500.00	0.00	0.00
Net - Dept 101 - TRUSTEES	(61,104.05)		(61,196.00)	(56,069.67)	
Dept 171 - SUPERVISOR					
702.000 SALARIES & WAGES	15,379.01		15,320.00	14,376.35	93.84
707.000 PER MEETING	(25.00)		0.00	425.00	100.00
709.000 EMPLR FICA CONTR	998.38		1,012.00	917.65	90.68
711.000 EMPLR MEDICARE CONTR	233.61		237.00	214.72	90.60
724.000 WORKER'S COMP	31.78		40.00	29.26	73.15
915.000 MEMBERSHIP & DUES	0.00		275.00	0.00	0.00
Net - Dept 171 - SUPERVISOR	(16,617.78)		(16,884.00)	(15,962.98)	
Dept 172 - TWP MANAGER					
702.000 SALARIES & WAGES	34,877.91		34,820.00	35,024.51	100.073
702.600 CAR ALLOWANCE	0.00		3,000.00	3,000.00	100.00

ACCOUNT DESCRIPTION	END BALANCE		2020 AMENDED BUDGET	YTD BALANCE		% BDGT USED
	NORMAL	(ABNORMAL)		NORMAL	(ABNORMAL)	
Fund 101 - GENERAL FUND						
708.000 UNEMPLOYMENT		122.72	55.00	54.33	98.78	
709.000 EMPLR FICA CONTR		2,159.98	2,159.00	2,338.18	108.30	
711.000 EMPLR MEDICARE CONTR		505.24	510.00	546.86	107.23	
716.000 EMPLR RETIREMENT CONTR		2,628.75	3,134.00	3,419.46	109.11	
718.500 HEALTH INSURANCE		6,469.99	7,520.00	7,600.57	101.07	
718.700 HEALTH INS-EE CONTRIBUTIONS		(180.80)	(269.00)	(291.41)	108.33	
719.000 DENTAL INSURANCE		165.87	175.00	169.78	97.02	
719.800 VISION INSURANCE		44.40	120.00	131.83	109.86	
719.900 VISION INS-EE CONTRIBUTIONS		(22.28)	(60.00)	(66.01)	110.02	
724.000 WORKER'S COMP		132.31	150.00	144.13	96.09	
725.000 LIFE & DISABILITY BENEFIT		119.68	150.00	133.75	89.17	
752.000 OFFICE SUPPLIES		0.00	300.00	0.00	0.00	
767.000 UNIFORMS		0.00	0.00	74.00	100.00	
791.000 SUBSCRIPTIONS & PUBLICATIONS		0.00	800.00	823.41	102.93	
801.000 PROFESSIONAL & CONTRACTUAL SERVICES		5,394.00	0.00	0.00	0.00	
852.000 CONTRIBUTION TO CABLE CONSORTIUM		51,686.73	45,800.00	34,087.99	74.43	
860.000 TRANSPORTATION/MILEAGE REIMBURSMNT		223.88	250.00	0.00	0.00	
880.000 COMMUNITY PROMOTION		5,938.65	6,000.00	5,600.00	93.33	
900.000 PRINTING & PUBLISHING		0.00	4,200.00	4,221.70	100.52	
910.000 PROFESSIONAL DEVELOPMENT		1,111.76	500.00	139.37	27.87	
910.100 SEMINAR LODGING		234.85	0.00	0.00	0.00	
910.200 SEMINAR MEALS		19.63	0.00	0.00	0.00	
915.000 MEMBERSHIP & DUES		580.00	600.00	75.00	12.50	
955.000 MISC.		382.73	300.00	671.50	223.83	
980.000 NEW OFFICE EQUIPMENT & FURNITURE		0.00	500.00	0.00	0.00	
Net - Dept 172 - TWP MANAGER		(112,596.00)	(110,714.00)	(97,898.95)		
Dept 191 - ACCOUNTING/GEN ADMIN						
702.000 SALARIES & WAGES		75,522.02	109,386.00	99,197.47	90.69	
702.500 OVERTIME		4,106.59	4,800.00	4,730.75	98.56	
708.000 UNEMPLOYMENT		858.95	410.00	510.08	124.41	
709.000 EMPLR FICA CONTR		4,715.05	7,809.00	6,068.79	77.72	
711.000 EMPLR MEDICARE CONTR		1,102.81	1,742.00	1,421.05	81.58	
716.000 EMPLR RETIREMENT CONTR		4,827.42	8,464.00	8,360.99	98.78	
718.500 HEALTH INSURANCE		25,948.24	38,000.00	35,405.36	93.17	
718.700 HEALTH INS-EE CONTRIBUTIONS		(1,652.85)	(3,200.00)	(3,068.13)	95.88	
719.000 DENTAL INSURANCE		1,788.74	2,680.00	2,229.47	83.19	
719.800 VISION INSURANCE		384.72	580.00	510.73	88.06	
719.900 VISION INS-EE CONTRIBUTIONS		(192.43)	(290.00)	(255.42)	88.08	
724.000 WORKER'S COMP		295.51	487.00	379.24	77.87	
725.000 LIFE & DISABILITY BENEFIT		406.37	591.00	448.29	75.85	
752.000 OFFICE SUPPLIES		1,112.25	2,000.00	2,391.26	119.56	
767.000 UNIFORMS		100.00	200.00	200.00	100.00	
801.000 PROFESSIONAL & CONTRACTUAL SERVICES		314.00	1,200.00	1,131.00	94.25	
801.020 EXTERNAL AUDIT		15,850.00	16,500.00	16,950.00	102.73	
850.000 COMMUNICATIONS		0.00	0.00	161.46	100.00	
851.000 MAIL/POSTAGE		1,725.66	6,000.00	6,228.25	103.80	
860.000 TRANSPORTATION/MILEAGE REIMBURSMNT		289.88	500.00	240.82	48.16	
900.000 PRINTING & PUBLISHING		0.00	2,000.00	1,458.80	72.94	
910.000 PROFESSIONAL DEVELOPMENT		428.00	2,000.00	1,786.74	89.34	
910.100 SEMINAR LODGING		613.82	0.00	0.00	0.00	
910.200 SEMINAR MEALS		27.97	0.00	0.00	0.00	
915.000 MEMBERSHIP & DUES		452.25	500.00	515.00	103.00	
955.000 MISC.		0.40	100.00	0.00	0.00	
955.001 BANK FEES		372.00	240.00	69.00	28.75	
980.000 NEW OFFICE EQUIPMENT & FURNITURE		5,614.00	5,500.00	3,685.06	67.00	
980.100 NEW COMPUTER HARDWARE & SOFTWARE		475.94	500.00	564.75	112.95	
Net - Dept 191 - ACCOUNTING/GEN ADMIN		(145,487.31)	(208,699.00)	(191,320.81)		
Dept 215 - CLERK						
702.000 SALARIES & WAGES		23,832.10	36,250.00	35,097.01	96.82	
702.500 OVERTIME		0.00	500.00	472.50	94.50	
707.000 PER MEETING		1,875.00	1,700.00	175.00	10.29	
709.000 EMPLR FICA CONTR		1,593.84	2,214.00	2,216.16	100.10	
711.000 EMPLR MEDICARE CONTR		372.75	518.00	518.31	100.06	
724.000 WORKER'S COMP		56.08	107.00	88.27	82.50	
752.000 OFFICE SUPPLIES		215.86	500.00	465.31	93.06	
754.000 OPERATING SUPPLIES		0.00	500.00	28.83	5.77	
860.000 TRANSPORTATION/MILEAGE REIMBURSMNT		148.31	600.00	275.83	45.97	
900.000 PRINTING & PUBLISHING		2,499.63	3,000.00	3,943.92	131.46	
910.000 PROFESSIONAL DEVELOPMENT		0.00	1,000.00	0.00	0.00	
910.200 SEMINAR MEALS		0.00	200.00	0.00	0.00	
915.000 MEMBERSHIP & DUES		0.00	150.00	66.00	44.00	
980.000 NEW OFFICE EQUIPMENT & FURNITURE		0.00	3,500.00	3,415.00	97.57	

ACCOUNT DESCRIPTION	END BALANCE		YTD BALANCE		% BDGT USED
	12/31/2019	2020	12/31/2020		
	NORMAL (ABNORMAL)	AMENDED BUDGET	NORMAL (ABNORMAL)		
Fund 101 - GENERAL FUND					
Net - Dept 215 - CLERK	(30,593.57)	(50,739.00)	(46,762.14)		
Dept 228 - DATA PROCESSING, INFORMATION TECHNOLOGY					
801.000 PROFESSIONAL & CONTRACTUAL SERVICES	37,293.76	43,425.00	37,704.86		86.83
950.000 HARDWARE REPLACEMENTS	12,222.13	9,000.00	4,327.60		48.08
Net - Dept 228 - DATA PROCESSING, INFORMATION	(49,515.89)	(52,425.00)	(42,032.46)		
Dept 253 - TREASURER					
702.000 SALARIES & WAGES	21,271.50	24,102.00	21,514.01		89.26
707.000 PER MEETING	0.00	0.00	150.00		100.00
709.000 EMPLR FICA CONTR	1,318.83	1,525.00	1,343.17		88.08
711.000 EMPLR MEDICARE CONTR	308.44	357.00	314.13		87.99
724.000 WORKER'S COMP	42.23	51.00	42.64		83.61
729.000 TAX BILLS	997.10	0.00	0.00		0.00
752.000 OFFICE SUPPLIES	988.50	1,500.00	179.70		11.98
801.000 PROFESSIONAL & CONTRACTUAL SERVICES	0.00	2,000.00	1,500.18		75.01
851.000 MAIL/POSTAGE	3,728.66	4,000.00	3,805.99		95.15
860.000 TRANSPORTATION/MILEAGE REIMBURSMNT	0.00	250.00	0.00		0.00
910.000 PROFESSIONAL DEVELOPMENT	0.00	1,000.00	148.00		14.80
915.000 MEMBERSHIP & DUES	50.00	50.00	75.00		150.00
955.000 MISC.	0.00	200.00	0.00		0.00
Net - Dept 253 - TREASURER	(28,705.26)	(35,035.00)	(29,072.82)		
Dept 257 - ASSESSOR					
702.000 SALARIES & WAGES	94,728.23	42,000.00	42,156.49		100.37
702.500 OVERTIME	81.34	0.00	0.00		0.00
702.700 LONGEVITY PAY	0.00	1,040.00	1,040.08		100.01
705.000 LEAVE TIME PAYOUT	0.00	15,120.00	15,105.95		99.91
707.000 PER DIEM	3,500.00	4,125.00	3,250.00		78.79
708.000 UNEMPLOYMENT	1,098.94	153.00	153.00		100.00
709.000 EMPLR FICA CONTR	6,556.40	3,700.00	3,733.83		100.91
711.000 EMPLR MEDICARE CONTR	1,533.36	865.00	873.24		100.95
712.000 TEMPORARY LABOR	7,620.00	0.00	0.00		0.00
716.000 EMPLR RETIREMENT CONTR	6,728.00	5,250.00	4,505.73		85.82
718.500 HEALTH INSURANCE	21,862.39	12,000.00	11,980.56		99.84
718.700 HEALTH INS-EE CONTRIBUTIONS	(730.18)	(500.00)	(416.57)		83.31
719.000 DENTAL INSURANCE	650.84	250.00	218.52		87.41
719.800 VISION INSURANCE	195.36	81.00	80.64		99.56
719.900 VISION INS-EE CONTRIBUTIONS	(97.68)	(41.00)	(40.32)		98.34
724.000 WORKER'S COMP	758.49	490.00	438.32		89.45
725.000 LIFE & DISABILITY BENEFIT	229.20	150.00	133.70		89.13
754.000 OPERATING SUPPLIES	1,253.24	1,050.00	353.93		33.71
759.000 GAS/FUEL	211.94	50.00	25.03		50.06
767.000 UNIFORMS	0.00	100.00	67.00		67.00
791.000 SUBSCRIPTIONS & PUBLICATIONS	0.00	400.00	150.00		37.50
801.000 PROFESSIONAL & CONTRACTUAL SERVICES	23,626.28	61,000.00	48,272.00		79.13
850.000 COMMUNICATIONS	1,144.17	1,500.00	1,074.17		71.61
851.000 MAIL/POSTAGE	1,729.00	2,250.00	1,729.00		76.84
860.000 TRANSPORTATION/MILEAGE REIMBURSMNT	356.23	500.00	404.72		80.94
900.000 PRINTING & PUBLISHING	2,053.21	1,500.00	2,307.16		153.81
910.000 PROFESSIONAL DEVELOPMENT	5,019.75	100.00	50.00		50.00
910.100 SEMINAR LODGING	209.43	0.00	0.00		0.00
910.200 SEMINAR MEALS	58.62	0.00	0.00		0.00
915.000 MEMBERSHIP & DUES	190.00	400.00	375.00		93.75
955.000 MISC.	478.82	300.00	233.11		77.70
980.100 NEW COMPUTER HARDWARE & SOFTWARE	670.30	750.00	0.00		0.00
Net - Dept 257 - ASSESSOR	(181,715.68)	(154,583.00)	(138,254.29)		
Dept 262 - ELECTIONS					
702.000 SALARIES & WAGES	0.00	1,200.00	1,130.88		94.24
702.500 OVERTIME	0.00	500.00	352.72		70.54
708.000 UNEMPLOYMENT	0.00	20.00	2.09		10.45
709.000 EMPLR FICA CONTR	0.00	120.00	115.66		96.38
711.000 EMPLR MEDICARE CONTR	0.00	28.00	27.05		96.61
712.000 ELECTION WORKERS	0.00	18,000.00	17,795.50		98.86
716.000 EMPLR RETIREMENT CONTR	0.00	135.00	133.53		98.91
718.500 HEALTH INSURANCE	0.00	700.00	699.22		99.89
718.700 HEALTH INS-EE CONTRIBUTIONS	0.00	0.00	(96.47)		100.00
719.000 DENTAL INSURANCE	0.00	46.00	45.81		99.59
719.800 VISION INSURANCE	0.00	0.00	12.85		100.00

User: SHERRIE

PERIOD ENDING 12/31/2020

DB: Union

% Fiscal Year Completed: 100.00

ACCOUNT DESCRIPTION	END BALANCE		YTD BALANCE		% BDGT USED
	NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)	
Fund 101 - GENERAL FUND					
719.900 VISION INS-EE CONTRIBUTIONS	0.00		0.00	(6.42)	100.00
724.000 WORKER'S COMP	0.00		20.00	18.88	94.40
725.000 LIFE & DISABILITY BENEFIT	0.00		0.00	14.40	100.00
754.000 OPERATING SUPPLIES	312.48		13,000.00	12,648.72	97.30
801.000 PROFESSIONAL & CONTRACTUAL SERVICES	0.00		8,000.00	10,729.20	134.12
851.000 MAIL/POSTAGE	0.00		2,600.00	2,658.55	102.25
900.000 PRINTING & PUBLISHING	0.00		1,600.00	1,423.00	88.94
910.000 PROFESSIONAL DEVELOPMENT	0.00		300.00	79.41	26.47
955.000 MISC.	0.00		400.00	0.00	0.00
Net - Dept 262 - ELECTIONS	(312.48)		(46,669.00)	(47,784.58)	
Dept 265 - TWP HALL & GROUNDS					
702.000 SALARIES & WAGES	0.00		600.00	1,079.33	179.89
708.000 UNEMPLOYMENT	0.00		0.00	7.80	100.00
709.000 EMPLR FICA CONTR	0.00		0.00	65.57	100.00
711.000 EMPLR MEDICARE CONTR	0.00		0.00	15.34	100.00
716.000 EMPLR RETIREMENT CONTR	0.00		0.00	97.12	100.00
718.500 HEALTH INSURANCE	0.00		400.00	478.66	119.67
718.700 HEALTH INS-EE CONTRIBUTIONS	0.00		0.00	(4.38)	100.00
719.000 DENTAL INSURANCE	0.00		0.00	22.64	100.00
719.800 VISION INSURANCE	0.00		0.00	0.73	100.00
719.900 VISION INS-EE CONTRIBUTIONS	0.00		0.00	(0.37)	100.00
724.000 WORKER'S COMP	0.00		0.00	21.20	100.00
725.000 LIFE & DISABILITY BENEFIT	0.00		0.00	1.14	100.00
754.000 OPERATING SUPPLIES	3,560.31		8,000.00	6,352.98	79.41
776.100 HALL CLEANING	6,597.56		6,900.00	7,918.14	114.76
801.000 PROFESSIONAL & CONTRACTUAL SERVICES	18,144.68		21,000.00	19,123.81	91.07
850.000 COMMUNICATIONS	2,809.52		3,200.00	2,959.79	92.49
890.000 SAFETY	433.50		1,000.00	1,026.78	102.68
917.000 WATER & SEWER CHARGES	591.60		700.00	602.10	86.01
920.000 ELECTRIC/NATURAL GAS	10,402.61		12,000.00	10,222.84	85.19
930.001 MAINT-EQUIPMENT	0.00		500.00	0.00	0.00
930.200 MAINT-GROUNDS	421.46		500.00	120.55	24.11
930.300 MAINT-BUILDINGS	1,448.56		4,500.00	4,476.64	99.48
935.000 PROPERTY/LIABILITY INSURANCE	11,030.67		11,500.00	11,477.08	99.80
940.100 POSTAGE METER LEASE	1,816.56		2,000.00	1,842.39	92.12
955.000 MISC.	44.93		250.00	17.56	7.02
980.000 NEW OFFICE EQUIPMENT & FURNITURE	12,613.25		0.00	0.00	0.00
Net - Dept 265 - TWP HALL & GROUNDS	(69,915.21)		(73,050.00)	(67,925.44)	
Dept 266 - LEGAL/ATTORNEY					
826.000 LEGAL FEES	64,670.86		120,000.00	85,330.89	71.11
826.500 LEGAL FEES-ASSESSOR	18,443.76		11,560.00	27,294.97	236.12
Net - Dept 266 - LEGAL/ATTORNEY	(83,114.62)		(131,560.00)	(112,625.86)	
Dept 371 - BUILDING					
702.000 SALARIES & WAGES	83,314.59		93,350.00	94,233.13	100.95
702.500 OVERTIME	2,009.71		2,500.00	2,713.92	108.56
708.000 UNEMPLOYMENT	736.20		306.00	306.00	100.00
709.000 EMPLR FICA CONTR	5,007.44		5,885.00	5,633.75	95.73
711.000 EMPLR MEDICARE CONTR	1,171.10		1,380.00	1,317.57	95.48
716.000 EMPLR RETIREMENT CONTR	6,410.78		8,513.00	8,714.92	102.37
718.500 HEALTH INSURANCE	39,195.15		45,000.00	43,034.79	95.63
718.700 HEALTH INS-EE CONTRIBUTIONS	(2,944.08)		(4,360.00)	(4,231.43)	97.05
719.000 DENTAL INSURANCE	3,245.89		3,340.00	3,052.26	91.39
719.800 VISION INSURANCE	382.56		620.00	610.45	98.46
719.900 VISION INS-EE CONTRIBUTIONS	(191.28)		(310.00)	(305.22)	98.46
724.000 WORKER'S COMP	488.27		600.00	529.28	88.21
725.000 LIFE & DISABILITY BENEFIT	601.44		640.00	632.52	98.83
752.000 OFFICE SUPPLIES	433.92		1,200.00	856.79	71.40
754.000 OPERATING SUPPLIES	8.81		500.00	575.00	115.00
759.000 GAS/FUEL	881.95		500.00	505.25	101.05
767.000 UNIFORMS	174.50		200.00	150.75	75.38
775.100 VEHICLE CLEANING	12.00		125.00	0.00	0.00
791.000 SUBSCRIPTIONS & PUBLICATIONS	0.00		500.00	126.75	25.35
801.000 PROFESSIONAL & CONTRACTUAL SERVICES	131,062.72		100,000.00	89,863.96	89.86
850.000 COMMUNICATIONS	609.67		800.00	750.66	93.83
851.000 MAIL/POSTAGE	0.00		35.00	14.70	42.00
860.000 TRANSPORTATION/MILEAGE REIMBURSEMENT	81.44		250.00	0.00	0.00
880.000 COMMUNITY PROMOTION	595.00		600.00	0.00	0.00
900.000 PRINTING & PUBLISHING	0.00		3,500.00	3,018.17	86.23
910.000 PROFESSIONAL DEVELOPMENT	5,292.50		500.00	49.37	9.87

User: SHERRIE

PERIOD ENDING 12/31/2020

DB: Union

% Fiscal Year Completed: 100.00

ACCOUNT DESCRIPTION	END BALANCE		YTD BALANCE		% BDGT USED
	NORMAL	(ABNORMAL)	2020 AMENDED BUDGET	12/31/2020	
Fund 101 - GENERAL FUND					
910.100 SEMINAR LODGING	406.98		0.00	0.00	0.00
910.200 SEMINAR MEALS	646.94		100.00	39.53	39.53
915.000 MEMBERSHIP & DUES	890.00		1,100.00	1,051.00	95.55
930.000 VEHICLE REPAIRS & MAINTENANCE	1,640.73		1,000.00	442.21	44.22
980.100 NEW COMPUTER HARDWARE & SOFTWARE	670.30		1,800.00	1,758.98	97.72
Net - Dept 371 - BUILDING	(282,835.23)		(270,174.00)	(255,445.06)	
Dept 441 - PUBLIC WORKS					
801.000 PROFESSIONAL & CONTRACTUAL SERVICES	18,360.81		31,500.00	18,360.81	58.29
920.000 STREET LIGHTING	23,625.17		23,000.00	23,641.58	102.79
962.000 DRAINS AT LARGE	28,155.34		26,700.00	26,667.61	99.88
967.000 CONTRIBUTIONS TO ROAD COMMISSION	37,002.97		150,000.00	65,367.96	43.58
970.100 SIDEWALKS AND NON MOTORIZED PATHS	0.00		203,900.00	209,767.31	102.88
Net - Dept 441 - PUBLIC WORKS	(107,144.29)		(435,100.00)	(343,805.27)	
Dept 701 - PLANNING					
702.000 SALARIES & WAGES	62,132.87		135,000.00	138,196.95	102.37
707.000 PER DIEM	11,770.00		16,255.00	9,557.00	58.79
708.000 UNEMPLOYMENT	368.10		323.00	334.53	103.57
709.000 EMPLR FICA CONTR	4,416.15		9,644.00	8,627.96	89.46
711.000 EMPLR MEDICARE CONTR	1,032.86		2,255.00	2,017.80	89.48
716.000 EMPLR RETIREMENT CONTR	4,379.03		12,050.00	12,031.45	99.85
718.500 HEALTH INSURANCE	19,459.96		45,000.00	41,321.15	91.82
718.700 HEALTH INS-EE CONTRIBUTIONS	(1,386.06)		(4,358.00)	(4,068.31)	93.35
719.000 DENTAL INSURANCE	1,506.12		3,340.00	2,920.26	87.43
719.800 VISION INSURANCE	325.20		708.00	353.76	49.97
719.900 VISION INS-EE CONTRIBUTIONS	(162.60)		(354.00)	(176.88)	49.97
724.000 WORKER'S COMP	480.56		890.00	803.29	90.26
725.000 LIFE & DISABILITY BENEFIT	349.44		785.00	592.00	75.41
752.000 OFFICE SUPPLIES	0.00		1,000.00	933.92	93.39
767.000 UNIFORMS	46.00		100.00	94.50	94.50
791.000 SUBSCRIPTIONS & PUBLICATIONS	0.00		100.00	0.00	0.00
801.000 PROFESSIONAL & CONTRACTUAL SERVICES	27,538.75		13,000.00	12,044.67	92.65
851.000 MAIL/POSTAGE	125.82		150.00	0.00	0.00
860.000 TRANSPORTATION/MILEAGE REIMBURSEMENT	636.01		600.00	178.26	29.71
900.000 PRINTING & PUBLISHING	7,135.46		12,000.00	11,109.05	92.58
910.000 PROFESSIONAL DEVELOPMENT	4,760.50		3,500.00	2,268.37	64.81
910.100 SEMINAR LODGING	29.50		0.00	0.00	0.00
910.200 SEMINAR MEALS	323.53		0.00	0.00	0.00
915.000 MEMBERSHIP & DUES	812.50		1,000.00	925.00	92.50
955.000 MISC.	7.00		250.00	90.00	36.00
Net - Dept 701 - PLANNING	(146,086.70)		(253,238.00)	(240,154.73)	
Dept 751 - PARKS & RECREATION					
702.000 SALARIES & WAGES	21,295.84		20,503.00	17,851.13	87.07
702.500 OVERTIME	1,929.23		600.00	595.53	99.26
708.000 UNEMPLOYMENT	424.09		200.00	88.14	44.07
709.000 EMPLR FICA CONTR	1,891.68		1,521.00	1,250.12	82.19
711.000 EMPLR MEDICARE CONTR	442.43		356.00	292.31	82.11
712.000 TEMPORARY LABOR	8,260.50		3,432.00	2,912.88	84.87
716.000 EMPLR RETIREMENT CONTR	1,703.84		1,583.00	(1,600.31)	(101.09)
718.500 HEALTH INSURANCE	11,156.20		12,300.00	9,480.76	77.08
718.700 HEALTH INS-EE CONTRIBUTIONS	(825.86)		(946.00)	(1,075.93)	113.73
719.000 DENTAL INSURANCE	900.96		1,003.00	661.14	65.92
719.800 VISION INSURANCE	182.14		223.00	155.84	69.88
719.900 VISION INS-EE CONTRIBUTIONS	(91.08)		(111.00)	(77.90)	70.18
724.000 WORKER'S COMP	797.21		709.00	501.74	70.77
725.000 LIFE & DISABILITY BENEFIT	160.32		184.00	165.55	89.97
754.000 OPERATING SUPPLIES	3,123.82		1,500.00	1,271.97	84.80
759.000 GAS/FUEL	1,148.05		500.00	402.24	80.45
767.000 UNIFORMS	0.00		500.00	71.51	14.30
801.000 PROFESSIONAL & CONTRACTUAL SERVICES	3,950.57		5,200.00	5,285.10	101.64
860.000 TRANSPORTATION/MILEAGE REIMBURSEMENT	0.00		100.00	0.00	0.00
890.000 SAFETY	362.69		1,000.00	359.38	35.94
900.000 PRINTING & PUBLISHING	223.68		500.00	126.75	25.35
917.000 WATER & SEWER CHARGES	4,813.65		4,000.00	4,894.95	122.37
920.000 ELECTRIC/NATURAL GAS	3,849.28		4,000.00	2,858.35	71.46
930.001 MAINT-EQUIPMENT	1,324.70		2,000.00	603.79	30.19
930.200 MAINT-GROUNDS	6,262.44		10,500.00	9,113.75	86.80
930.250 MAINT-DOG PARK	3,250.00		3,000.00	1,789.00	59.63
930.300 MAINT-BUILDINGS	1,488.74		1,500.00	391.65	26.07
933.000 MAINT-VEHICLES	154.10		500.00	108.60	21.72

ACCOUNT DESCRIPTION	END BALANCE		2020		% BDGT USED
	NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)	
Fund 101 - GENERAL FUND					
955.000 MISC.		19.49	200.00	0.00	0.00
977.000 NEW EQUIPMENT PURCHASE		6,106.06	8,500.00	1,246.64	14.67
Net - Dept 751 - PARKS & RECREATION		(84,304.77)	(85,057.00)	(59,724.68)	
Dept 901 - CAPITAL OUTLAY					
976.299 CAPITAL OUTLAY-ELECTION EQUIPMENT		0.00	35,500.00	35,428.51	99.80
976.302 CAPITAL OUTLAY-TOWNSHIP HALL		6,534.00	12,129.00	12,129.00	100.00
976.303 CAPITAL OUTLAY-PROPERTY		0.00	7,200.00	7,379.85	102.50
976.304 CAPITAL OUTLAY-PLAYGROUND EQUIPMENT		31,363.75	21,000.00	20,066.44	95.55
976.306 CAPITAL OUTLAY-PARKS DEPT		5,000.00	50,000.00	25,473.22	50.95
Net - Dept 901 - CAPITAL OUTLAY		(42,897.75)	(125,829.00)	(100,477.02)	
Dept 910 - DEBT SERVICE-LEASES					
991.500 LEASE PAYABLE PRINCIPAL		11,446.92	12,398.00	12,397.08	99.99
992.500 LEASE PAYABLE INTEREST		1,842.96	892.00	892.08	100.01
Net - Dept 910 - DEBT SERVICE-LEASES		(13,289.88)	(13,290.00)	(13,289.16)	
Fund 101 - GENERAL FUND:					
TOTAL REVENUES		2,123,694.54	2,156,074.00	2,332,317.24	108.17
TOTAL EXPENDITURES		1,456,236.47	2,124,242.00	1,858,605.92	87.50
NET OF REVENUES & EXPENDITURES		667,458.07	31,832.00	473,711.32	1,488.16

ACCOUNT DESCRIPTION	END BALANCE		YTD BALANCE		% BDGT USED
	NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)	
Fund 206 - FIRE FUND					
Dept 000 - NONE					
402.000 CURRENT REAL PROPERTY TAX	609,379.70		704,253.51		112.86
402.001 PROPERTY TAX REFUNDS-MTT	(9,655.24)		(2,132.11)		21.32
402.002 PILOT TAX	6,364.86		0.00		0.00
402.100 PRIOR YEARS PROPERTY TAXES	2,897.60		0.00		0.00
420.000 DELQ PERSONAL PROPERTY TAXES	405.40		494.71		98.94
445.000 INTEREST ON TAXES	44.39		53.10		15.17
543.000 STATE GRANT-PUBLIC SAFETY	11,811.67		11,794.94		99.96
573.000 STATE AID REVENUE-LCSA	8,992.25		4,079.28		101.98
600.200 FIRE PROTECTION - EDDA	66,311.00		70,484.04		100.12
600.300 FIRE PROTECTION - WDDA	49,152.00		52,067.68		100.13
665.000 INTEREST EARNED	32,646.88		16,365.69		109.10
673.000 GAIN/LOSS ON SALE(DISPOSAL)OF ASSETS	0.00		30,000.00		100.00
Net - Dept 000 - NONE	778,350.51	804,050.00	887,460.84		
Dept 336 - FIRE DEPARTMENT					
702.000 SALARIES & WAGES	1,364.57	0.00	2,520.40		100.00
709.000 EMPLR FICA CONTR	82.81	0.00	142.35		100.00
711.000 EMPLR MEDICARE CONTR	19.37	0.00	33.32		100.00
716.000 EMPLR RETIREMENT CONTR	102.32	0.00	226.84		100.00
718.500 HEALTH INSURANCE	214.86	0.00	1,261.11		100.00
718.700 HEALTH INS-EE CONTRIBUTIONS	(27.66)	0.00	(210.72)		100.00
719.000 DENTAL INSURANCE	14.68	0.00	43.50		100.00
719.800 VISION INSURANCE	1.90	0.00	13.37		100.00
719.900 VISION INS-EE CONTRIBUTIONS	(0.95)	0.00	(6.67)		100.00
724.000 WORKER'S COMP	32.83	0.00	52.77		100.00
725.000 LIFE & DISABILITY BENEFIT	6.56	0.00	32.67		100.00
801.000 PROFESSIONAL & CONTRACTUAL SERVICES	731,400.00	763,800.00	763,800.00		100.00
801.025 HYDRANT FLUSHING	0.00	20,000.00	0.00		0.00
934.000 FIRE HYDRANT REPAIRS	0.00	5,150.00	1,629.50		31.64
Net - Dept 336 - FIRE DEPARTMENT	(733,211.29)	(788,950.00)	(769,538.44)		
Dept 901 - CAPITAL OUTLAY					
976.312 CAPITAL OUTLAY-FIRE TRUCK	0.00	448,000.00	447,031.00		99.78
Net - Dept 901 - CAPITAL OUTLAY	0.00	(448,000.00)	(447,031.00)		
Fund 206 - FIRE FUND:					
TOTAL REVENUES	778,350.51	804,050.00	887,460.84		110.37
TOTAL EXPENDITURES	733,211.29	1,236,950.00	1,216,569.44		98.35
NET OF REVENUES & EXPENDITURES	45,139.22	(432,900.00)	(329,108.60)		76.02

ACCOUNT DESCRIPTION	END BALANCE		YTD BALANCE		% BDGT USED
	NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)	
Fund 248 - EAST DDA FUND					
Dept 000 - NONE					
402.000 CURRENT PROPERTY TAX	408,606.73		434,701.18		99.93
402.001 PROPERTY TAX REFUNDS-BOR MTT	0.00		0.00		0.00
402.100 PRIOR YEARS PROPERTY TAXES	0.00		0.00		0.00
420.000 DELQ PERSONAL PROPERTY CAPT	334.44		67.85		22.62
445.000 INTEREST ON TAXES	185.91		631.16		126.23
573.000 STATE AID REVENUE-LCSA	59,242.81		62,005.75		100.01
665.000 INTEREST EARNED	23,801.02		18,815.27		104.53
671.000 OTHER REVENUE	12,734.89		158.72		158.72
801.000 PROFESSIONAL & CONTRACTUAL SERVICES	10,611.82		10,574.25		82.61
801.003 SIDEWALK SNOWPLOWING	10,100.00		3,700.00		37.00
801.004 RIGHT OF WAY LAWN CARE	17,760.00		14,654.00		77.13
801.005 IRRIGATION / LIGHTING REPAIRS	34,076.99		33,244.34		97.78
801.007 FLOWER / LANDSCAPE MAINTENANCE	20,758.50		14,410.50		68.62
801.015 STREET LIGHT BANNERS/CHRISTMAS	18,958.16		17,630.00		88.15
826.000 LEGAL FEES	0.00		0.00		0.00
880.000 COMMUNITY PROMOTION	8,170.00		5,000.00		100.00
900.000 PRINTING & PUBLISHING	0.00		0.00		0.00
917.000 WATER & SEWER CHARGES	15,686.45		9,109.80		60.73
920.000 ELECTRIC/NATURAL GAS	10,763.48		11,586.89		96.56
935.000 PROPERTY/LIABILITY INSURANCE	1,514.72		1,576.01		105.07
940.000 LEASE/RENT	550.00		550.00		78.57
955.000 MISC.	5.58		84.96		169.92
967.000 PROJECTS	44,479.25		0.00		0.00
Net - Dept 000 - NONE	311,470.85		394,259.18		
Dept 336 - FIRE DEPARTMENT					
830.000 PUBLIC SAFETY - FIRE PROTECTION	66,311.00		70,484.04		100.69
Net - Dept 336 - FIRE DEPARTMENT	(66,311.00)		(70,484.04)		
Dept 728 - ECONOMIC DEVELOPMENT					
967.200 WATER SYSTEM PROJECTS	3,996.88		0.00		0.00
967.300 SEWER SYSTEM PROJECTS	7,951.87		0.00		0.00
Net - Dept 728 - ECONOMIC DEVELOPMENT	(11,948.75)		0.00		
Fund 248 - EAST DDA FUND:					
TOTAL REVENUES	504,905.80		516,379.93		100.92
TOTAL EXPENDITURES	271,694.70		192,604.79		86.84
NET OF REVENUES & EXPENDITURES	233,211.10		323,775.14		111.70

ACCOUNT DESCRIPTION	END BALANCE		YTD BALANCE		% BDGT USED
	NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)	
Fund 250 - WEST DDA FUND					
Dept 000 - NONE					
402.000 CURRENT PROPERTY TAX	304,611.31		322,342.57		100.73
420.000 DELQ PERSONAL PROPERTY CAPT	1,538.94		574.14		287.07
445.000 INTEREST ON TAXES	284.23		162.66		65.06
665.000 INTEREST EARNED	22,468.26		14,062.62		100.45
801.000 PROFESSIONAL & CONTRACTUAL SERVICES	5,115.63		5,487.07		76.21
880.000 COMMUNITY PROMOTION	0.00		5,000.00		100.00
967.400 STREET/ROAD PROJECTS	162,293.14		0.00		0.00
Net - Dept 000 - NONE	161,493.97		326,654.92		
Dept 336 - FIRE DEPARTMENT					
830.000 PUBLIC SAFETY - FIRE PROTECTION	49,152.00		52,067.68		100.13
Net - Dept 336 - FIRE DEPARTMENT	(49,152.00)		(52,067.68)		
Dept 728 - ECONOMIC DEVELOPMENT					
967.300 SEWER SYSTEM PROJECTS	107,209.74		73,533.91		99.91
967.500 SIDEWALK/PATHWAY PROJECTS	0.00		0.00		0.00
Net - Dept 728 - ECONOMIC DEVELOPMENT	(107,209.74)		(73,533.91)		
Fund 250 - WEST DDA FUND:					
TOTAL REVENUES	328,902.74		337,141.99		100.80
TOTAL EXPENDITURES	323,770.51		136,088.66		92.08
NET OF REVENUES & EXPENDITURES	5,132.23		201,053.33		107.72

ACCOUNT DESCRIPTION	END BALANCE		YTD BALANCE		% BDGT USED
	NORMAL	(ABNORMAL)	2020	12/31/2020	
Fund 288 - TRIBAL 2% GRANTS FUND					
Dept 000 - NONE					
582.000 CONTRIBUTION FROM TRIBE	213,120.00		104,010.00	104,009.94	100.00
665.000 INTEREST EARNED	5,984.48		5,000.00	5,339.20	106.78
Net - Dept 000 - NONE	219,104.48		109,010.00	109,349.14	
Dept 728 - ECONOMIC DEVELOPMENT					
965.500 CONTRIBUTION TO WATER FUND	43,773.40		0.00	0.00	0.00
967.400 STREET/ROAD PROJECTS	0.00		15,670.00	15,669.94	100.00
967.600 PARKS PROJECTS	25,082.12		168,340.00	154,600.00	91.84
967.700 PUBLIC HEALTH/SAFETY PROJECTS	7,100.00		0.00	0.00	0.00
Net - Dept 728 - ECONOMIC DEVELOPMENT	(75,955.52)		(184,010.00)	(170,269.94)	
Fund 288 - TRIBAL 2% GRANTS FUND:					
TOTAL REVENUES	219,104.48		109,010.00	109,349.14	100.31
TOTAL EXPENDITURES	75,955.52		184,010.00	170,269.94	92.53
NET OF REVENUES & EXPENDITURES	143,148.96		(75,000.00)	(60,920.80)	81.23

User: SHERRIE

PERIOD ENDING 12/31/2020

DB: Union

% Fiscal Year Completed: 100.00

ACCOUNT DESCRIPTION	END BALANCE		YTD BALANCE		% BDGT USED
	NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)	
Fund 590 - SEWER FUND					
Dept 000 - NONE					
456.000 CONNECTION FEE	74,197.35	50,000.00	22,470.00		44.94
539.000 STATE GRANTS	0.00	0.00	42,074.75		100.00
583.000 CONTRIBUTION FROM EDA FOR PROJECTS	115,161.61	73,600.00	73,533.91		99.91
627.000 SERVICE	1,306,493.08	1,320,000.00	1,316,114.50		99.71
627.100 DELINQUENT SEWER	0.00	(1,500.00)	0.00		0.00
628.000 INSPECTION FEE	0.00	4,500.00	4,500.00		100.00
655.000 FINES & FORFEITURES	32,981.74	20,000.00	17,421.07		87.11
665.000 INTEREST EARNED	84,471.61	60,000.00	63,765.16		106.28
665.100 INTEREST EARNED-SPEC ASSESS	1,415.07	118.00	118.26		100.22
670.000 DEBT RETIREMENT	1,107,229.40	1,093,000.00	1,107,717.30		101.35
670.100 DEBT SERVICE (SEWER 1) CITY ANNEX	0.00	300.00	0.00		0.00
671.000 OTHER REVENUE	2,966.40	3,200.00	2,924.50		91.39
672.500 REVENUE-SPECIAL ASSESS	0.00	3,800.00	0.00		0.00
673.000 GAIN/LOSS ON SALE (DISPOSAL) OF ASSETS	15,000.00	0.00	0.00		0.00
687.000 REFUNDS & REBATES	0.00	0.00	52,053.15		100.00
Net - Dept 000 - NONE	2,739,916.26	2,627,018.00	2,702,692.60		
Dept 536 - WATER/SEWER SYSTEMS					
702.000 SALARIES & WAGES	238,596.20	255,200.00	241,508.68		94.64
702.500 OVERTIME	7,121.87	10,000.00	11,254.35		112.54
702.700 LONGEVITY PAY	0.00	3,350.00	3,319.11		99.08
705.000 LEAVE TIME PAYOUT	0.00	1,300.00	1,281.50		98.58
708.000 UNEMPLOYMENT	1,825.33	900.00	792.58		88.06
709.000 EMPLR FICA CONTR	15,133.99	16,519.00	15,820.97		95.77
711.000 EMPLR MEDICARE CONTR	3,539.75	3,863.00	3,700.41		95.79
712.000 TEMPORARY LABOR	3,666.50	8,736.00	4,478.66		51.27
716.000 EMPLR RETIREMENT CONTR	17,429.36	22,000.00	21,037.13		95.62
718.500 HEALTH INSURANCE	75,040.88	84,100.00	76,811.47		91.33
718.700 HEALTH INS-EE CONTRIBUTIONS	(4,268.16)	(6,100.00)	(5,371.61)		88.06
719.000 DENTAL INSURANCE	4,306.69	5,100.00	3,619.77		70.98
719.800 VISION INSURANCE	528.14	580.00	481.77		83.06
719.900 VISION INS-EE CONTRIBUTIONS	(264.11)	(290.00)	(240.85)		83.05
724.000 WORKER'S COMP	2,495.80	2,832.00	2,782.81		98.26
725.000 LIFE & DISABILITY BENEFIT	1,225.41	1,505.00	1,166.32		77.50
726.000 COMPENSATED ABSENCES	5,732.24	0.00	0.00		0.00
752.000 OFFICE SUPPLIES	1,039.63	1,500.00	343.32		22.89
754.000 OPERATING SUPPLIES	3,709.28	10,000.00	3,624.00		36.24
759.000 GAS/FUEL	7,659.99	10,000.00	7,232.93		72.33
767.000 UNIFORMS	559.14	2,000.00	826.33		41.32
801.000 PROFESSIONAL & CONTRACTUAL SERVICES	34,465.40	50,000.00	48,124.66		96.25
826.000 LEGAL FEES	2,078.00	2,000.00	45.00		2.25
850.000 COMMUNICATIONS	1,323.88	3,000.00	1,979.94		66.00
851.000 MAIL/POSTAGE	2,756.67	3,300.00	3,060.00		92.73
860.000 TRANSPORTATION/MILEAGE REIMBURSEMENT	841.16	1,200.00	839.53		69.96
890.000 SAFETY	3,903.98	8,000.00	2,183.55		27.29
900.000 PRINTING & PUBLISHING	1,343.08	1,500.00	559.55		37.30
910.000 PROFESSIONAL DEVELOPMENT	630.00	1,000.00	112.18		11.22
910.100 SEMINAR LODGING	0.00	1,000.00	0.00		0.00
910.200 SEMINAR MEALS	0.00	450.00	28.48		6.33
915.000 MEMBERSHIP & DUES	500.50	1,200.00	409.00		34.08
920.000 ELECTRIC/NATURAL GAS	67,884.42	82,000.00	68,912.59		84.04
930.000 REPAIRS	1,798.83	160,000.00	161,767.35		101.10
930.001 MAINT-EQUIPMENT	7,455.19	27,000.00	4,678.43		17.33
930.200 MAINT-GROUNDS	3,556.53	8,000.00	1,100.00		13.75
930.300 MAINT-BUILDINGS	907.17	27,000.00	15,105.75		55.95
933.000 MAINT-VEHICLES	5,940.04	8,000.00	1,158.99		14.49
933.500 MAINT-LIFT STATIONS	9,821.05	240,000.00	81,995.55		34.16
934.300 OPTO 22 MAINTENANCE	3,799.14	50,000.00	44,263.10		88.53
934.500 MAINT. AGREEMENT ON EQUIPMENT	3,176.27	7,000.00	4,054.61		57.92
935.000 PROPERTY/LIABILITY INSURANCE	18,863.31	19,600.00	19,599.79		100.00
955.000 MISC.	43.50	0.00	5.00		100.00
972.013 HOOKUP LABOR & MATERIAL	36,264.77	10,000.00	262.50		2.63
973.000 CAPITAL PROJECTS-SEWER SYSTEM	0.00	40,000.00	40,329.09		100.82
977.000 NEW EQUIPMENT PURCHASE	169.67	14,500.00	6,859.54		47.31
980.000 NEW OFFICE EQUIPMENT & FURNITURE	1,151.72	1,000.00	52.47		5.25
980.100 NEW COMPUTER HARDWARE & SOFTWARE	5,893.36	13,273.00	6,684.90		50.36
Net - Dept 536 - WATER/SEWER SYSTEMS	(599,645.57)	(1,213,118.00)	(908,641.20)		
Dept 540 - WWTP					
702.000 SALARIES & WAGES	277,835.41	285,000.00	288,853.17		101.35
702.500 OVERTIME	13,464.34	11,200.00	11,269.76		100.62
702.700 LONGEVITY PAY	0.00	9,050.00	9,029.75		99.78
708.000 UNEMPLOYMENT	1,841.83	820.00	763.83		93.15

ACCOUNT DESCRIPTION	END BALANCE		2020 AMENDED BUDGET	YTD BALANCE		% BDGT USED
	NORMAL	(ABNORMAL)		NORMAL	(ABNORMAL)	
Fund 590 - SEWER FUND						
709.000 EMPLR FICA CONTR	17,595.56		18,300.00	18,337.88		100.21
711.000 EMPLR MEDICARE CONTR	4,115.09		4,300.00	4,332.47		100.76
712.000 TEMPORARY LABOR	0.00		500.00	0.00		0.00
716.000 EMPLR RETIREMENT CONTR	21,885.46		27,400.00	27,786.89		101.41
718.500 HEALTH INSURANCE	97,107.69		111,500.00	107,677.69		96.57
718.700 HEALTH INS-EE CONTRIBUTIONS	(6,670.64)		(9,900.00)	(9,631.19)		97.28
719.000 DENTAL INSURANCE	6,714.94		6,960.00	6,376.18		91.61
719.800 VISION INSURANCE	1,179.18		1,214.00	873.12		71.92
719.900 VISION INS-EE CONTRIBUTIONS	(589.59)		(610.00)	(436.56)		71.57
724.000 WORKER'S COMP	4,715.51		5,263.00	4,779.12		90.81
725.000 LIFE & DISABILITY BENEFIT	1,644.03		1,825.00	1,628.88		89.25
743.000 CHEMICALS	39,857.34		50,000.00	28,225.10		56.45
744.000 LAB EQUIPMENT & SUPPLIES	15,602.07		25,000.00	24,133.72		96.53
752.000 OFFICE SUPPLIES	1,013.99		500.00	315.12		63.02
754.000 OPERATING SUPPLIES	9,631.33		11,500.00	8,724.86		75.87
759.000 GAS/FUEL	2,076.48		3,000.00	1,521.25		50.71
767.000 UNIFORMS	569.96		2,000.00	451.12		22.56
774.100 BIOXIDE	62,452.35		70,000.00	64,681.63		92.40
801.000 PROFESSIONAL & CONTRACTUAL SERVICES	35,911.90		41,110.00	34,983.01		85.10
801.200 CONT. SERV. - BIOSOLIDS LAND APPL.	22,231.90		32,000.00	21,029.40		65.72
801.300 CONT. SERV. - LAB ANALYSIS	8,916.00		6,000.00	1,118.80		18.65
850.000 COMMUNICATIONS	3,100.65		4,800.00	4,502.45		93.80
851.000 MAIL/POSTAGE	142.16		750.00	212.59		28.35
860.000 TRANSPORTATION/MILEAGE REIMBURSMNT	0.00		500.00	0.00		0.00
890.000 SAFETY	6,251.45		5,000.00	3,333.61		66.67
900.000 PRINTING & PUBLISHING	286.95		500.00	126.75		25.35
910.000 PROFESSIONAL DEVELOPMENT	3,795.00		5,000.00	944.95		18.90
910.100 SEMINAR LODGING	0.00		500.00	0.00		0.00
910.200 SEMINAR MEALS	0.00		250.00	28.48		11.39
915.000 MEMBERSHIP & DUES	233.00		500.00	235.00		47.00
917.000 WATER & SEWER CHARGES	10,986.90		12,000.00	9,241.20		77.01
920.000 ELECTRIC/NATURAL GAS	144,843.58		176,000.00	144,433.98		82.06
923.000 PROPANE	2,875.12		3,000.00	812.21		27.07
930.001 MAINT-EQUIPMENT	1,961.67		11,500.00	4,829.25		41.99
930.200 MAINT-GROUNDS	2,468.64		7,000.00	6,483.94		92.63
930.300 MAINT-BUILDINGS	902.90		5,000.00	1,180.22		23.60
933.000 MAINT-VEHICLES	1,346.19		2,500.00	503.54		20.14
934.300 OPTO 22 MAINTENANCE	2,267.80		6,000.00	5,594.88		93.25
934.981 SAMPLING EQUIPMENT MAINT.	1,610.15		4,000.00	3,961.15		99.03
934.982 PRELIMINARY TREAT EQUIPM. MAINT.	12,230.44		15,000.00	9,238.55		61.59
934.983 SECONDARY TREAT EQUIP. MAINT.	7,320.98		25,000.00	7,454.36		29.82
934.984 SOLIDS EQUIPMENT MAINT.	5,905.77		15,000.00	7,574.79		50.50
934.985 DISINFECTION EQUIPMENT MAINT.	5,835.43		6,000.00	5,176.15		86.27
934.986 INSTRUMENTATION EQUIPMENT MAINT.	1,855.89		6,000.00	2,837.93		47.30
934.987 TERTIARY FILTER MAINT.	6,297.26		15,000.00	9,846.20		65.64
935.000 PROPERTY/LIABILITY INSURANCE	14,110.90		15,000.00	14,681.94		97.88
949.000 IPP	0.00		500.00	0.00		0.00
958.100 PERMITS & FEES	5,760.00		13,000.00	7,384.26		56.80
977.000 NEW EQUIPMENT PURCHASE	1,573.82		314,000.00	272,514.73		86.79
980.000 NEW OFFICE EQUIPMENT & FURNITURE	25.47		750.00	0.00		0.00
980.100 NEW COMPUTER HARDWARE & SOFTWARE	1,513.34		16,120.00	8,232.86		51.07
Net - Dept 540 - WWTP	(884,603.59)		(1,400,102.00)	(1,188,190.97)		
Dept 906 - DEBT SERVICE						
990.000 BOND ISSUE COST AMORTIZATION	39,847.76		39,850.00	39,847.76		99.99
995.000 BOND INTEREST-2009 WWTP & 2004 SEWER	41,976.21		31,410.00	25,614.34		81.55
996.001 BOND - PAYING AGENT FEES	750.00		800.00	750.00		93.75
996.003 BOND INTEREST-RURAL DEVELOPMENT	150,462.37		150,500.00	147,743.21		98.17
Net - Dept 906 - DEBT SERVICE	(233,036.34)		(222,560.00)	(213,955.31)		
Dept 910 - DEBT SERVICE-LEASES						
992.500 LEASE PAYABLE INTEREST	292.08		400.00	141.96		35.49
Net - Dept 910 - DEBT SERVICE-LEASES	(292.08)		(400.00)	(141.96)		
Dept 960 - DEPRECIATION EXPENSE						
969.000 DEPRECIATION EXPENSE	676,548.13		700,000.00	0.00		0.00
Net - Dept 960 - DEPRECIATION EXPENSE	(676,548.13)		(700,000.00)	0.00		

ACCOUNT DESCRIPTION	END BALANCE		YTD BALANCE		% BDGT USED
	12/31/2019	2020	12/31/2020		
	NORMAL (ABNORMAL)	AMENDED BUDGET	NORMAL (ABNORMAL)		
Fund 590 - SEWER FUND					
Fund 590 - SEWER FUND:					
TOTAL REVENUES	2,739,916.26	2,627,018.00	2,702,692.60		102.88
TOTAL EXPENDITURES	2,394,125.71	3,536,180.00	2,310,929.44		65.35
NET OF REVENUES & EXPENDITURES	345,790.55	(909,162.00)	391,763.16		43.09

ACCOUNT DESCRIPTION	END BALANCE		YTD BALANCE		% BDGT USED
	NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)	
Fund 591 - WATER FUND					
Dept 000 - NONE					
450.000 WATER SALES	1,387,389.30		1,304,000.00	1,413,003.48	108.36
450.100 BULK WATER SALES	240.00		1,000.00	1,384.00	138.40
450.200 FINAL READ	1,805.00		1,700.00	1,620.00	95.29
450.300 TURN-OFF	1,930.00		2,000.00	1,940.00	97.00
452.000 LATERALS	1,458.00		8,300.00	8,280.00	99.76
454.000 BENEFIT FEES	29,475.92		10,000.00	9,940.00	99.40
459.000 CONNECTION FEES	58,119.00		50,000.00	49,171.75	98.34
479.000 REVENUE-REPLACEMENT METERS	4,600.00		500.00	0.00	0.00
539.000 STATE GRANTS	13,750.00		0.00	0.00	0.00
582.000 CONTRIBUTION FROM TRIBE	43,773.40		0.00	0.00	0.00
583.000 CONTRIBUTION FROM EDA FOR PROJECTS	3,996.88		0.00	0.00	0.00
628.000 INSPECTION FEE	1,100.00		1,000.00	900.00	90.00
655.000 FINES & FORFEITURES	18,018.71		12,000.00	10,890.46	90.75
665.000 INTEREST EARNED	75,331.68		65,000.00	56,982.80	87.67
665.100 INTEREST EARNED-SPEC ASSESS	3,759.28		4,000.00	2,060.13	51.50
667.300 LEASES - TOWER RENTAL	53,090.25		51,850.00	52,932.80	102.09
671.000 OTHER REVENUE	19,970.22		8,000.00	3,065.83	38.32
672.500 REVENUE-SPECIAL ASSESS	0.00		10,000.00	2,368.94	23.69
673.000 GAIN/LOSS ON SALE(DISPOSAL)OF ASSETS	10,000.00		0.00	0.00	0.00
Net - Dept 000 - NONE	1,727,807.64		1,529,350.00	1,614,540.19	
Dept 536 - WATER/SEWER SYSTEMS					
702.000 SALARIES & WAGES	366,976.83		382,445.00	371,682.45	97.19
702.500 OVERTIME	24,641.36		26,950.00	24,975.26	92.67
702.700 LONGEVITY PAY	0.00		5,200.00	5,121.45	98.49
705.000 LEAVE TIME PAYOUT	0.00		1,300.00	1,281.52	98.58
708.000 UNEMPLOYMENT	2,599.96		1,200.00	1,024.62	85.39
709.000 EMPLR FICA CONTR	24,011.91		25,598.00	24,608.52	96.13
711.000 EMPLR MEDICARE CONTR	5,615.01		5,987.00	5,755.54	96.13
712.000 TEMPORARY LABOR	4,111.00		8,736.00	4,967.38	56.86
716.000 EMPLR RETIREMENT CONTR	28,161.48		35,584.00	34,727.99	97.59
718.500 HEALTH INSURANCE	114,149.17		128,626.00	115,985.65	90.17
718.700 HEALTH INS-EE CONTRIBUTIONS	(7,233.39)		(11,541.00)	(9,341.66)	80.94
719.000 DENTAL INSURANCE	7,515.40		7,605.00	6,461.61	84.97
719.800 VISION INSURANCE	869.12		931.00	823.95	88.50
719.900 VISION INS-EE CONTRIBUTIONS	(434.36)		(465.00)	(411.90)	88.58
724.000 WORKER'S COMP	8,059.54		9,883.00	8,526.49	86.27
725.000 LIFE & DISABILITY BENEFIT	1,911.18		2,103.00	1,770.03	84.17
726.000 COMPENSATED ABSENCES	7,203.95		0.00	0.00	0.00
752.000 OFFICE SUPPLIES	1,290.63		1,500.00	431.34	28.76
753.000 PROCESS CHEMICALS/CHLORINE	42,166.42		55,000.00	49,913.89	90.75
754.000 OPERATING SUPPLIES	9,196.72		13,000.00	12,726.10	97.89
759.000 GAS/FUEL	8,715.69		9,000.00	5,279.12	58.66
767.000 UNIFORMS	659.14		2,000.00	826.33	41.32
774.100 MXU	4,050.00		14,000.00	4,050.00	28.93
800.000 WELL HEAD PROTECTION	27,500.00		500.00	0.00	0.00
801.000 PROFESSIONAL & CONTRACTUAL SERVICES	41,453.29		42,377.00	42,803.77	101.01
801.002 LAB FEES	5,686.40		10,000.00	11,326.65	113.27
801.025 HYDRANT FLUSHING	0.00		(30,000.00)	0.00	0.00
801.800 WATER STUDY	1,993.00		22,000.00	21,113.00	95.97
826.000 LEGAL FEES	2,078.00		1,000.00	0.00	0.00
850.000 COMMUNICATIONS	5,248.08		9,000.00	6,049.64	67.22
851.000 MAIL/POSTAGE	2,766.39		3,300.00	4,164.58	126.20
860.000 TRANSPORTATION/MILEAGE REIMBURSEMENT	964.14		1,200.00	601.94	50.16
890.000 SAFETY	3,485.42		8,000.00	3,928.44	49.11
900.000 PRINTING & PUBLISHING	3,489.80		3,700.00	3,198.72	86.45
910.000 PROFESSIONAL DEVELOPMENT	2,720.00		5,000.00	652.19	13.04
910.100 SEMINAR LODGING	482.89		1,000.00	0.00	0.00
910.200 SEMINAR MEALS	40.48		450.00	28.48	6.33
915.000 MEMBERSHIP & DUES	670.50		1,000.00	569.00	56.90
920.000 ELECTRIC/NATURAL GAS	124,158.27		170,000.00	130,348.37	76.68
930.000 REPAIRS	3,991.77		20,000.00	19,028.91	95.14
930.001 MAINT-EQUIPMENT	9,218.21		15,000.00	5,810.32	38.74
930.200 MAINT-GROUNDS	4,199.54		6,000.00	1,815.62	30.26
930.300 MAINT-BUILDINGS	6,899.50		10,000.00	2,054.42	20.54
933.000 MAINT-VEHICLES	23,053.18		6,000.00	1,663.39	27.72
933.100 MAINT-WATER WELLS	4,097.68		65,000.00	3,074.90	4.73
933.200 MAINT-TREATMENT PLANTS	9,083.95		30,000.00	21,148.41	70.49
933.300 MAINT-WATER TOWERS	8,953.44		10,000.00	6,345.54	63.46
934.300 OPTO 22 MAINTENANCE	4,616.68		8,000.00	8,037.94	100.47
934.500 MAINT. AGREEMENT ON EQUIPMENT	4,885.28		6,500.00	2,976.05	45.79
935.000 PROPERTY/LIABILITY INSURANCE	21,145.90		22,000.00	22,001.68	100.01
940.500 ROYALTIES	5,153.96		5,000.00	5,010.44	100.21
955.000 MISC.	28.50		0.00	5.00	100.00
972.000 CAPITAL PROJECTS-WATER SYSTEM	50.00		276,049.00	197,456.73	71.53

ACCOUNT DESCRIPTION	END BALANCE		YTD BALANCE		% BDGT USED
	NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)	
Fund 591 - WATER FUND					
972.013 HOOKUP LABOR & MATERIAL	12,653.83		47,674.07		95.35
977.000 NEW EQUIPMENT PURCHASE	734.67		5,431.37		90.52
977.600 METER REPLACEMENT PROGRAM	11,500.00		16,130.00		80.65
980.000 NEW OFFICE EQUIPMENT & FURNITURE	1,193.33		52.47		5.25
980.100 NEW COMPUTER HARDWARE & SOFTWARE	6,433.33		6,519.68		49.12
Net - Dept 536 - WATER/SEWER SYSTEMS	(1,014,866.17)	(1,542,991.00)	(1,268,207.40)		
Dept 906 - DEBT SERVICE					
990.000 BOND ISSUE COST AMORTIZATION	1,578.75		1,578.75		99.98
996.001 BOND - PAYING AGENT FEES	750.00		750.00		93.75
996.002 BOND INTEREST - (2010 WATER)	57,036.78		53,932.01		98.42
Net - Dept 906 - DEBT SERVICE	(59,365.53)	(57,179.00)	(56,260.76)		
Dept 910 - DEBT SERVICE-LEASES					
992.500 LEASE PAYABLE INTEREST	351.96		171.00		34.20
Net - Dept 910 - DEBT SERVICE-LEASES	(351.96)	(500.00)	(171.00)		
Dept 960 - DEPRECIATION EXPENSE					
969.000 DEPRECIATION EXPENSE	373,211.73		0.00		0.00
Net - Dept 960 - DEPRECIATION EXPENSE	(373,211.73)	(380,000.00)	0.00		
Fund 591 - WATER FUND:					
TOTAL REVENUES	1,727,807.64		1,614,540.19		105.57
TOTAL EXPENDITURES	1,447,795.39		1,324,639.16		66.88
NET OF REVENUES & EXPENDITURES	280,012.25		289,901.03		64.23
TOTAL REVENUES - ALL FUNDS	8,422,681.97	8,071,602.00	8,499,881.93		105.31
TOTAL EXPENDITURES - ALL FUNDS	6,702,789.59	9,431,652.00	7,209,707.35		76.44
NET OF REVENUES & EXPENDITURES	1,719,892.38	(1,360,050.00)	1,290,174.58		94.86

Policy Governance Executive Limitations Evaluation Form

A tool to be used by individual Board members as they evaluate the internal monitoring reports

Policy being monitored: **2.5 – Financial Conditions & Activities**

1. Was this report submitted when due? Yes No
 2. Did the report lay out the Manager's interpretation or an operational definition of the policy? Yes No
 3. Is the interpretation justified or is proof provided to explain why the interpretation is reasonable? Yes No
 4. Was I convinced that the interpretation is justified and reasonable? Yes No
 5. Did the interpretation address all aspects of the policy? Yes No
 6. Does the data show compliance with the Manager's interpretation of our policy? Yes No
-

Comments regarding further policy development:

1. Is there any area regarding this policy that you worry about that is not clearly addressed in existing policy?

2. What policy language would you like to see incorporated to address your concern?

Signature and date of Board member _____



REQUEST FOR TOWNSHIP BOARD ACTION

To: Board of Trustees	DATE: January 19, 2021
FROM: Mark Stuhldreher, Township Manager	DATE FOR BOARD CONSIDERATION: 1/27/2021
ACTION REQUESTED: Board of Trustees annual review of Board Governance Policy No. 3.1 – Governing Style	

Current Action Emergency

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

Finance Approval _____ *MDS* _____

BACKGROUND INFORMATION

The Board Governance Policy was originally adopted in 2010 with subsequent amendments in 2013, 2014, 2018, 2019 and 2020. The purpose of the Policy is to assist the Board of Trustees in the execution of their duties as a policy making body. Through the articulation of various policies within the totality of the document, the Board of Trustees is encouraged to focus on long term organizational outputs and the discharge of its fiduciary responsibilities.

Certain policies, such as Policy 3.1 (Governing Style), are to be reviewed and monitored for compliance on an annual basis. Policy 3.1 is to be reviewed annually in January.

Board Policy 3.1– Governing Style

At the highest level, the Policy states:

The Board will govern with an emphasis on (a) outward vision rather than an internal preoccupation, (b) encouragement of diversity in viewpoints, (c) strategic leadership more than administrative detail, (d) clear distinction of board and chief executive roles, (e) collective rather than individual decisions, (f) future rather than past or present, and (g) proactively rather than reactivity.

Attached is a complete copy of Policy 3.1 and an evaluation form that can be used for the review/discussion of Policy No. 3.1

SCOPE OF SERVICES

Not applicable

JUSTIFICATION

An annual review of Board Policies allows for the Board of Trustees to monitor itself regarding adherence to existing policies that apply to the Board of Trustees and to review if the policy itself needs any updating.

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

Use this evaluation form for discussion at the Board of Trustees Meeting on January 27, 2021.

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

1. Indicate item by item if you believe the Board is in strict compliance with the policy as stated.

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

3. How do you think the Board could improve the process to be in full compliance?

4. What does the Board need to learn or discuss in order to live by the policies more completely?

3.1 POLICY TITLE: *GOVERNING STYLE*

The board will govern with an emphasis on (a) outward vision rather than an internal preoccupation, (b) encouragement of diversity in viewpoints, (c) strategic leadership more than administrative detail, (d) clear distinction of board and chief executive roles, (e) collective rather than individual decisions, (f) future rather than past or present, and (g) proactively rather than reactivity.

On any issue, the Board must insure that all divergent views are considered in making decisions yet must resolve into a single organizational position.

Accordingly:

- 3.1.1 The board will cultivate a sense of group responsibility. The board, not the staff, will be responsible for excellence in *governing*. The board will be the initiator of policy, not merely a reactor to staff initiatives. The board may use the expertise of individual members to enhance the ability of the board as a body, rather than to substitute the individual judgments for the board's values.
- 3.1.2 The board will direct, control and inspire the organization through the careful establishment of broad written policies reflecting the board's values and perspectives. The board's major policy focus will be on the intended long-term impacts outside the organization, not on the administrative or programmatic means of attaining those effects.
- 3.1.3 The board will enforce upon itself whatever discipline is needed to govern with excellence. Discipline will apply to matters such as attendance, preparation for meetings, policymaking principles, respect of roles, and ensuring the continuance of governance capability. Although the board can change its governance process policies at any time, it will observe them scrupulously while in force.
 - 3.1.3.1 In accordance with this discipline, the board will only allow itself to address a topic after it has answered these questions:
 - A. Whose issue is this? Is it the Board's or the Township Manager's?
 - B. Has the board dealt with this subject in a policy? If so, what has the board already said on this subject and how is this issue related? If the board has already addressed the matter, does the board wish to change what it has already said?
 - C. If the matter is several levels below board level, what is the broadest way to address this issue so that it is still under existing board policy? Does that policy suffice to deal with our concern?
 - 3.1.3.2 It is out of order for board members to talk about content until these questions of appropriateness are settled.
- 3.1.4 Continual board development will include orientation of new board members in the board's governance process and periodic board discussion of process improvement.
- 3.1.5 The board will allow no officer, individual or committee of the board to hinder or be an excuse for not fulfilling its commitments.

- 3.1.6 The board will monitor and discuss the board's process and performance at each meeting. Self-monitoring will include comparison of board activity and discipline to policies in the Governance Process and Board-Township Management Linkage categories.