

**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 July 14, 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=ZlIING8veFlONGRSazBtNklTaHM4UT09> (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 "Reactions" icon. Next, click on the "Raise Hand" icon near the bottom right corner of the screen. To raise 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 7/14/2021 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.

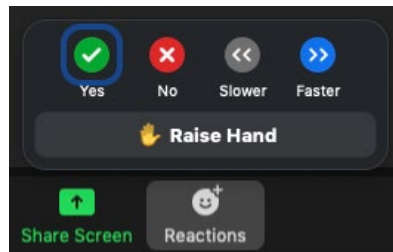
## Instructions to Participate in an Electronically Conducted Regular Meeting of the Charter Township of Union Board of Trustees

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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 “Reactions” icon. **Next, click on the “Raise 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**

**July 14, 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
  - B. Board Member Reports
9. CONSENT AGENDA
  - A. Communications
  - B. Minutes – June 23, 2021 – Regular Meeting
  - C. Accounts Payable
  - D. Payroll
  - E. Meeting Pay
  - F. Fire Reports
  - G. Bio-Solids Hauler and Land Application Contract Renewal
10. NEW BUSINESS
  - A. Discussion/Action: (Smith) Copper Beach Townhomes UB Late Fee Waiver Request
  - B. Discussion/Action: (Board of Trustees) Global Ends Follow-up discussion #3

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	James	Thering	11/20/2024
2-Chair	Phil	Squatrito	2/15/2023
3-Vice Chair	Ryan	Buckley	2/15/2022
4-Secretary	Doug	LaBelle II	2/15/2022
5 - Vice Secretary	Stan	Shingles	2/15/2024
6	Tera	Albrecht	2/15/2024
7	Mike	Darin	2/15/2022
8	Alex	Fuller	2/15/2023
9	Jessica	Lapp	2/15/2023
Zoning Board of Appeals Members (5 Members, 2 Alternates) 3 year term			
#	F Name	L Name	Expiration Date
1- PC Rep	Ryan	Buckley	2/15/2022
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	vacant seat		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	Sarvjit	Chowdhary	12/31/2022
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	2/13/2025
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	Jeff	Sweet	2/13/2025
10	vacant seat		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 seat		
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	Jeff	Siler	8/15/2021
4 - Township Resident	Jeremy	MacDonald	10/17/2022
5 - Member at large	Phil	Hertzler	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
1- Mt. Pleasant Schools	Lisa	Diaz	12/31/2021

**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 June 23, 2021, at 7:00 p.m. as a virtual meeting through the Zoom meeting platform.

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

**Roll Call**

Present:

Supervisor 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**

**Bills** moved **Brown** supported to approve the agenda with two additions: presentation by Jim Horton, Isabella County Commissioner and Carriage Hill Estate Subdivision #1 & #2 Paving Special Assessment District informal petition.

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

**Presentations**

Rodney Nanney, Community and Economic Development Director gave an update on the Community and Economic Development Department.

Jim Horton, Isabella County Commissioner gave the County updates.

**Public Hearings**

N/A

**Public Comment**

Open: 7:31 p.m.

Shelly Smith, 3515 Riverbank Trail, Mt. Pleasant Discovery Museum Board Chairperson – expressed concern over new location of the jail.

Jim Horton, 3089 Hunters Trail – commented crime rate downtown is low due to the Sheriff's Department location.

Robert Brauker, 1646 E. High St. – expressed concern with the new location for the Jail and Sheriff's office, impacting real estate, residential areas, and traffic.

Scott Vyn, 840 Ottawa, Grand Rapids, Integrated Architecture gave an overview of the project.

John Denheeten, 1654 E. High St. – expressed concerns over property value, security, and the proximity to the Children's Museum and Renaissance School.

Judy Smith, 730 E. Bluegrass Rd. – concerned with the safety of the children and location of the new jail.

Norman Woerle, 5685 Carriage Lane – commented on petition for the special assessment at Carriage Hill Estates

Sheriff Main, 207 Court St. –provided information on the new jail.

Lisa Phelps, 8524 Walton Rd., Shepherd – Had concerns with location, inmate traffic and work release.

Closed 8:00 p.m.

### **Reports/Board Comments**

- A. Current List of Boards and Commissions – Appointments as needed**
- B. June Monthly Activity Report** (to be sent under separate cover)
- C. Board Member Reports**

Cody – information on the 911 Surcharge campaign has been added to the township website under announcements.

Mielke – gave EDA and Intergovernmental liaison committee updates.

Brown – gave City Commissioner updates

Rice – Taxes are being mailed out July 1<sup>st</sup>.

Hauck – Gave the Road Commission updates and reported on Council of Governments meeting

### **Consent Agenda**

- Communications
- Minutes – June 9, 2021 – Regular Meeting
- Accounts Payable
- Payroll
- Meeting Pay
- Fire Reports
- ICRC Participation Agreement: Chip/Seal
- ICRC Participation Agreement: Meridian Rd.

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

### **New Business**

#### **A. Discussion/Action: (Nanney) New Isabella County Jail and Sheriff's Office Special Use Permit Application**

**Hauck** moved **Bills** supported to concur with the Planning Commission's recommendation and approve the PSUP 21-01 Special Use Permit for the new Isabella County Jail and Sheriff's Office on approximately 44.58 acres of land (parcel numbers 14-024-10-001-02 & -003-00) on the south side of E. Remus Rd. east of S. Isabella Rd. in the northwest quarter of Section 24 and in the R-2A (One- and Two-Family) zoning district, subject to the following conditions:

1. A final site plan is approved for the new Isabella County Jail and Sheriff's Office.
2. Township Public Services Department approval of municipal water and municipal sanitary sewer service extensions to the site.
3. Completion of the roadway paving as proposed on the plan, and additional width, surface, and turnaround area improvements along the remaining length of E. Remus Rd. to US-127.

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

#### **B. Discussion/Action: (Smith, Acting Manager) University Meadows (Chip Housing) Utility Bill Late Fee Waiver Request**

**Cody** moved **Bills** supported to deny the request to waive the quarterly water and sewer bill penalty for CHIPS Housing, LLC. located at 4110 Stirling Way account number 03625 in the amount of \$4,446.75.

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

#### **C. Discussion/Action (Smith, Acting Manager) Policy Governance 2.5.10 Cash Flow Ratio**

Discussion by the Board



**D. Discussion/Action (Smith, Acting Manager) Policy Governance 2.7 ENDS Focus of Grants and Contracts**

Discussion by the Board

**E. Discussion/Action (Board of Trustees) Policy Governance 3.5 Board Commission and Community Linkage**

Discussion by the Board

**F. Discussion/Action (Board of Trustees) Policy Governance 3.6 Supervisor's Role in the Board's Process**

Discussion by the Board

**G. Discussion/Action (Board of Trustees) Policy Governance 3.7 Duties of the Elected Department Heads**

Discussion by the Board

**H. Discussion/Action (Smith, Acting Manager) Carriage Hill Estate Subdivision #1 & #2 Paving Special Assessment District informal petition**

**Bills** moved **Brown** supported approval to prepare preliminary project cost estimates and develop the formal petition for the establishment of a Paving Special Assessment District for Carriage Hill Estates #1 & #2 Subdivision. **Roll Call Vote: Ayes: Mielke, Cody, Rice, Bills, Brown, Hauck, and Thering. Nays: 0. Motion carried.**

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

Open 10:01 p.m.

No comments were offered.

Closed 10:02 p.m.

**MANAGER COMMENTS**

- McDonald Park has new scoreboards at Geiger, Sacco and Sullivan fields.
- Green Scene did some landscaping at Union Township Hall.
- Jameson Park phase II is out for bids, construction begins after the August 4<sup>th</sup> election.

**FINAL BOARD MEMBER COMMENTS**

Thering – Would like the Solar Panels and Utility Billing late fee discussion added to the agenda.

Bills – Would like to discuss switching over to all LED lights in the Township.

Hauck – Thanked Sheriff Main for his clarification. The Council of Governments will be meeting August 18<sup>th</sup> at the New McDonald Pavilion.

Brown – Asked for an update on the electronics. Thanked Sheriff Main, Mr. Horton, and Kim for a great job.

Cody – Thanked Kim, Sheriff Main, Mr. Horton, and Rodney Nanney for their hard work.

Mielke – Thanked the public, Planning Commission, and Board of Trustees.

**Closed Session**

N/A

**ADJOURNMENT**

**Brown** moved **Rice** supported to adjourn the meeting at 10:10 p.m. **Vote: Ayes: 7 Nays: 0. Motion**

carried.

DRAFT

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 101 POOLED CHECKING						
06/29/2021	101	443 (E)	01440	RESERVE ACCOUNT	RELOAD POSTAGE METER	3,000.00
06/29/2021	101	444 (E)	00146	CONSUMERS ENERGY PAYMENT CENTER	4511 E. RIVER RD.	12,602.50
					2279 S. MERIDIAN RD-PUMP HOUSE	33.18
					2279 S. MERIDIAN RD.	2,611.16
					800 CRAIG HILL RD.	49.94
					4520 E. RIVER RD.	107.76
					1633 S. LINCOLN RD.	219.30
					5319 E. AIRPORT RD.	64.90
					1046 S. MISSION ST.	105.32
					1605 SCULLY RD.	45.07
					3998 E. DEERFIELD RD.	72.48
					5369 S. CRAWFORD RD.	52.99
					3248 S. CONCOURSE DR.	148.40
					1876 S. LINCOLN RD.	16.64
					2188 E. PICKARD RD.	99.96
					1776 E. PICKARD RD.	168.23
					1876 E. PICKARD RD.	86.99
					2180 S. LINCOLN RD.	38.08
					2010 S. LINCOLN RD.	824.01
					2495 E. DEERFIELD RD.	125.61
					2424 W. MAY ST.	517.49
					5240 E. BROOMFIELD RD.	901.62
					900 MULBERRY LN.	57.01
					5076 S. MISSION RD.	705.35
					4795 S. MISSION ST.	2,382.03
					4797 S. MISSION ST.	306.31
					4822 ENCORE BLVD.	100.11
					4244 E. BLUEGRASS RD.	60.59
					2270 NORTHWAY DR.	35.40
					2055 ENTERPRISE DR.	267.00
					5525 E. REMUS RD.	59.84
					5537 E. BROADWAY RD.	188.57
					1933 S. ISABELLA RD.	529.55
					5144 BUDD ST.	31.96
					5142 BUDD ST.	78.59
					1660 BELMONT DR.	100.70
					5228 S. ISABELLA RD.	6,036.97
						<u>29,831.61</u>
06/29/2021	101	445 (E)	00146	VOID		
				Void Reason: Created From Check Run Process		V
06/29/2021	101	446 (E)	00146	VOID		
				Void Reason: Created From Check Run Process		V
07/01/2021	101	447 (E)	01233	UNITED STATES OF AMERICA	BOND PAYMENT-SEWER 92-05	138,662.69
07/07/2021	101	448 (E)	01105	MASTERCARD	MASTERCARD-DEARING	346.70
					MASTERCARD-WALDRON	5.50
					MASTERCARD-RADAR	70.50
					MASTERCARD-HOHLBIEN	17.96
					MASTERCARD-FUSSMAN	51.39
					MASTERCARD-BEBOW	75.11
					MASTERCARD-OCKERT	82.49
					MASTERCARD-ROCKAFELLOW	23.58
					MASTERCARD-MCBRIDE	139.82
					MASTERCARD-SMITH	009356.11

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
					MASTERCARD-STUHLBREHER	29.98
					MASTERCARD-CODY	292.39
					MASTERCARD-NANNEY	129.97
					MASTERCARD-COFFELL	8.44
					MASTERCARD-COFFELL	102.98
					MASTERCARD-TEALL	(166.16)
					CREDIT FOR FRAUDULENT CHARGE-SMITH MASTE	(20.00)
						<u>1,546.76</u>
07/07/2021	101	449 (E)	01105	VOID Void Reason: Created From Check Run Process		
06/11/2021	101	22922	00494	NORTH CENTRAL LABORATORIES	CITRANOX DETERGENT FILTERS FUNNELS/BROTH AMPLES/TEST TUBES	397.96 <u>1,226.48</u>
						1,624.44
06/18/2021	101	22923	01716	BENJAMIN GUNNING	ELECTION FILING FEE REIMBURSEMENT	100.00
07/14/2021	101	22924	01433	ALL SEASONS SNOW REMOVAL & LAWN CARE	MOWING & TRIMMING- 5243 JONATHAN TALL GRASS ENFORCEMENT- 5053 CORVALLIS	180.00 <u>240.00</u>
						420.00
07/14/2021	101	22925	00021	ALWOOD LANDSCAPING NURSERY, INC	LANDSCAPE CLEAN UP-WTR MAIN BREAK	398.00
07/14/2021	101	22926	00020	JAMES ALWOOD	WELL SITE LEASE-JUNE 2021	558.88
07/14/2021	101	22927	00038	APEX SOFTWARE	ANNUAL MAINT. RENEWAL 07/2021-07/2022	470.00
07/14/2021	101	22928	00072	BLOCK ELECTRIC	REPLACE OVERLOADS-WWTP WIRE THE CHLORINE ANALYZER @ WTR PLANT REPLACE SENSOR PACK @ WTR PLANT	437.50 1,756.22 <u>105.00</u>
						2,298.72
07/14/2021	101	22929	01240	BRAUN KENDRICK FINKBEINER PLC	GENERAL LEGAL FEES-MAY 2021 CONCERNED CITIZENS-MAY 2021 ZALUD LITIGATION-MAY 2021	973.50 2,711.54 <u>2,580.00</u>
						6,265.04
07/14/2021	101	22930	00095	C & C ENTERPRISES, INC.	JANITORIAL SUPPLIES FOR PARKS CLOTHING ALLOWANCE-WALDRON TWP UNIFORM-ADMIN ASSISTANT CAN LINERS-PARKS	703.77 179.77 98.25 <u>35.95</u>
						1,017.74
07/14/2021	101	22931	01309	CGS, INC	FORKLIFT TRAINING	1,013.50
07/14/2021	101	22932	00722	CHARTER TOWNSHIP OF UNION	Q2 UTILITY BILLING-TWP HALL UTILITY BILLING-5243 JONATHON LANE Q2 UTILITY BILLING-WWTP Q2 UTILITY BILLING-PARKS	166.35 45.67 2,329.22 <u>3,284.53</u>
						5,825.77
07/14/2021	101	22933	01623	CLARK HILL PLC	LEGAL FEES PUNG PROPERTY-APRIL 2021 LEGAL FEES FOR PUNG PROPERTY-MAY 2021	420.00 <u>1,231.27</u>
						1,651.27
07/14/2021	101	22934	00129	CMS INTERNET, LLC	MANAGED IT, EMAIL, & PHONE SERVICE-JULY	<u>5,336.61</u>

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
07/14/2021	101	22935	00155	COYNE OIL CORPORATION	FUEL IN TOWNSHIP VEHICLES MAY 2021	1,100.35
					FUEL IN TOWNSHIP VEHICLES JUNE 2021	1,198.08
						<u>2,298.43</u>
07/14/2021	101	22936	00162	CUMMINS BRIDGEWAY, LLC	GENERATOR REPAIR-LIFT STATION #14	2,383.57
07/14/2021	101	22937	01171	DBI BUSINESS INTERIORS	LEAD & COPPER LABELS	14.92
					BINDER CLIPS/HIGHLIGHTER	9.49
					TWP SUPPLIES-SHARPIES	11.15
						<u>35.56</u>
07/14/2021	101	22938	00183	DIXON ENGINEERING, INC.	WATER TOWER MAINT.	6,500.00
07/14/2021	101	22939	00188	DOUG'S SMALL ENGINE	TRIMMER LINE-PARKS	90.90
07/14/2021	101	22940	00098	ELECTION SOURCE	ABSENTEE ENVELOPES FOR ELECTION	331.16
07/14/2021	101	22941	01742	ELECTRO-CHEMICAL DEVICES INC	ANALYZER PANEL-ISAB. WELL SITE	7,064.32
07/14/2021	101	22942	00201	ELHORN ENGINEERING COMPANY	LIQUID AQUADENE	710.00
					BULK CHLORINE	4,646.00
					BULK CHLORINE	4,066.00
						<u>9,422.00</u>
07/14/2021	101	22943	00213	FASTENAL COMPANY	HEX NUT-WWTP	3.51
07/14/2021	101	22944	01131	FORD HALL COMPANY	SPRING ASSEMBLY-WWTP	701.86
07/14/2021	101	22945	00231	FOUR SEASON'S EXTERMINATING	TWP HALL EXTERIOR TRMNT-JUNE 2021	40.00
07/14/2021	101	22946	00248	GILBOE'S LOCK & SAFE SERVICE	PARKS RESTROOM LEVER	343.28
07/14/2021	101	22947	00249	GILL-ROY'S HARDWARE	TOWNSHIP HALL WATERING SUPPLIES	92.95
					ROUNDUP WEED KILLER FOR PARKS	49.98
					FASTENERS & OIL DRY-PARKS	87.83
						<u>230.76</u>
07/14/2021	101	22948	01744	GLASDON, INC	REPLACEMENT LIFE RING CABINETS-WWTP	1,124.60
07/14/2021	101	22949	00257	GOURDIE-FRASER, INC.	PUMP STATION #7 DESIGN	16,773.00
07/14/2021	101	22950	00261	GRAINGER	RUST REMOVER-WWTP	710.77
07/14/2021	101	22951	01743	GREEN SCENE LANDSCAPING INC	LANDSCAPING-TWP HALL SOUTH SIDE	2,618.00
					FORSYTHIA HEDGE INSTALL @ WTR PLANT	1,134.00
					LANDSCAPING CLEAN UP-TWP HALL FRONT BLDG	4,192.50
					LANDSCAPING @ BETWEEN TWP PARKING LOTS	3,325.50
						<u>11,270.00</u>
07/14/2021	101	22952	00266	HACH COMPANY	PIPET TIP-WWTP	237.22
07/14/2021	101	22953	00287	HOME BUILDERS ASSOCIATION	ANNUAL DUES 2021-2022	470.00
07/14/2021	101	22954	01721	HYDROCORP	CROSS CONNECTION CONT PROG-JUNE 2021 RES	2,650.00
					CROSS CONNECTION CONT PROG-JUNE 2021 NON	950.00
						<u>3,600.00</u>
07/14/2021	101	22955	00324	ISABELLA CORPORATION	WELL #11 TRANSMISSION MAIN-PROG. #3	2,500.00
07/14/2021	101	22956	01324	KENEWELL GROUP	BUSINESS CARDS FOR SOMMER	76.00
07/14/2021	101	22957	00360	KIMBALL MIDWEST	CABLE TIES-WWTP	18.00
					ADHESIVE-WWTP	69.10
						<u>87.10</u>
07/14/2021	101	22958	00362	KRAPOHL FORD & LINCOLN	OIL CHANGE-2014 ESCAPE	61.76

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
					2017 F-150 MAINTENANCE	91.69
						<u>153.45</u>
07/14/2021	101	22959	00001	M T A	EMPLOYMENT AD FOR RENTAL INSPECTOR	175.00
07/14/2021	101	22960	01506	MCKENNA ASSOCIATES	BLDG OFFICIAL & INSPECTION SVCS-MAY 2021	6,240.00
07/14/2021	101	22961	01356	MCLAREN CENTRAL MICHIGAN	RANDOM DRUG SCREENS	151.00
					CONSORTIUM FEE 2ND Q 2021	<u>150.00</u>
						301.00
07/14/2021	101	22962	00402	MEDLER ELECTRIC CO	VFD FOR PUMP STATION #14	2,410.00
07/14/2021	101	22963	00420	MICHIGAN MUNICIPAL LEAGUE	EMPLYMT AD-ACCOUNTING SPECIALIST	283.92
07/14/2021	101	22964	00142	MICHIGAN OFFICE SOLUTIONS	PRINTER/COPIER SERV AGREEMENT-JUNE	974.51
					PRINTER/COPIER SERV AGREEMENT-MAY	974.51
					COLOR COPIER OVERAGES 3-18-21 TO 4-17-21	<u>381.26</u>
						2,330.28
07/14/2021	101	22965	00422	MICHIGAN PIPE & VALVE-MT. PLEASANT	MH COVER REPLACEMENT-SUMMIT	190.00
					VALVE EXT. MISSION RD.	211.00
					FLANGE GASKET	48.00
					HYD EXT 5BR	590.00
					CREDIT-6 HYD EXT 5BR	<u>(270.00)</u>
						769.00
07/14/2021	101	22966	00424	MICHIGAN RURAL WATER ASSN.	MEMBERSHIP DUES JULY 2021-JUNE 2022	755.00
07/14/2021	101	22967	00463	MT. PLEASANT HEATING & AIR COND	AIR COND. SERVICE-ISABELLA WELL SITE	156.00
07/14/2021	101	22968	00128	CITY OF MT. PLEASANT	3RD QUARTER 2021 FIRE CONTRACT PAYMENT	144,985.00
					DOG PARK COSTS 2021-2ND INSTALLMENT	<u>650.00</u>
						145,635.00
07/14/2021	101	22969	00472	MUNICIPAL CODE CORPORATION	ONLINE ADMIN SUPPORT 6/1/21-5/31/22	275.00
07/14/2021	101	22970	01663	RODNEY NANNEY	MILEAGE TO POLICY GOV BOOTCAMP TRAINING	119.28
07/14/2021	101	22971	00494	NORTH CENTRAL LABORATORIES	PETRI DISH/BROTH AMPULES/BUFFER SOLUTION	1,656.15
					QA/QC STANDARD	<u>220.47</u>
						1,876.62
07/14/2021	101	22972	00497	NORTHERN INDUSTRIAL SUPPLY	GEAR PRODUCTS-WWTP	766.08
07/14/2021	101	22973	01631	NOLAN OCKERT	MILEAGE REIMBURSEMENT-ALARMS	20.83
					MILEAGE REIMBURSEMENT-ALARMS	<u>24.64</u>
						45.47
07/14/2021	101	22974	01136	OPTO SOLUTIONS, INC	POWER SUPPLIES-4-AMP FUSE	39.60
07/14/2021	101	22975	00131	PERCEPTIVE CONTROLS, INC	MERIDIAN STATION-SUPPORT/HARDWARE	3,656.32
					MERIDIAN PROGRAM-INSTALL/TESTING/PROGRAM	598.50
					MERIDIAN PROGRAM SUPPORT	<u>1,953.00</u>
						6,207.82
07/14/2021	101	22976	01489	PFM FINANCIAL ADVISORS LLC	2021 ANNUAL BOND DISCLOSURE	1,100.00
07/14/2021	101	22977	01642	PIVOT POINT PARTNERS LLC	FIELD ASSESSING SUPPORT 6-20-21 TO 6-21-	1,030.40
07/14/2021	101	22978	01651	REVORE LAW FIRM, P.L.C.	LEGAL FOR MTT CASES-MAY 2021	1,373.50
07/14/2021	101	22979	01595	ROMANOW BUILDING SERVICES	JANITORIAL SERVICES MAY 2021-WWTP	012,316.29

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
					JANITORIAL SERVICES MAY 2021-WTR	316.29
					JANITORIAL SERVICES MAY 2021-TWP HALL	852.14
						<u>1,484.72</u>
07/14/2021	101	22980	00597	SHERWIN WILLIAMS	TABLES/FACILITIES TOUCHUP PAINT -PARKS	139.98
					RETURN-PAINT SUPPLIES	(24.71)
					RETURN-PAINT SUPPLIES FOR WATER DEPT	(27.19)
						<u>88.08</u>
07/14/2021	101	22981	01542	SHRED-IT US JV LLC	PAPER SHREDDING 05/19/21	61.67
07/14/2021	101	22982	00629	STU'S ELECTRIC MOTOR	GREASE PUMP #1 MOTOR	798.00
					BALL BEARING & LABOR	566.00
						<u>1,364.00</u>
07/14/2021	101	22983	00637	SWEENEY SEED CO.	APPLEGATE MULCH-HYDRO SEED SUPPLIES	58.00
07/14/2021	101	22984	01660	MARK THEISEN	MILEAGE REIMBURSEMENT-ALARMS	16.80
					MILEAGE REIMBURSEMENT-ALARMS	16.80
						<u>33.60</u>
07/14/2021	101	22985	00668	UNITED PARCEL SERVICE	LEAD & COPPER SAMPLES	18.55
					LEAD & COPPER SAMPLES	18.78
					WATER SAMPLES SHIPPING	18.55
						<u>55.88</u>
07/14/2021	101	22986	01032	UNITED STATES POSTAL SERVICE	REPLENISH PERMIT #11-WATER/SEWER BILLING	1,200.00
07/14/2021	101	22987	01013	USA BLUE BOOK	DRUM PUMP/ROLLER ASSEMBLY FOR WTR DEPT	2,130.25
07/14/2021	101	22988	01723	V&V ASSESSING LLC	ASSESSING SERVICES 3RD Q 2021	22,500.00
07/14/2021	101	22989	01314	VERIZON WIRELESS	CELL PHONES 5/16/21-6/15/21	403.68
07/14/2021	101	22990	01257	JOSH WALDRON	MILEAGE REIMBURSEMENT	11.20
					MILEAGE REIMBURSEMENT	11.20
					MILEAGE REIMBURSEMENT	10.08
						<u>32.48</u>
07/14/2021	101	22991	00703	WASTE MANAGEMENT OF MICHIGAN, INC	DUMPSTER SERVICE WWTP-JULY 2021	955.16
					DUMPSTER SERVICE SHOP-JULY 2021	55.94
					DUMPSTER SERVICE TWP-JULY 2021	74.13
					DUMPSTER SERVICE MCDONALD-JULY 2021	215.24
					DUMPSTER SERVICE WTR-JULY 2021	87.02
					DUMPSTER SERVICE JAMESON-JUNE 2021	145.12
						<u>1,532.61</u>
07/14/2021	101	22992	01236	WEB ASCENDER	WEBSITE Q3 HOSTING 2021/MAINTENANCE	164.25
07/14/2021	101	22993	00710	WEBB CHEMICAL SERVICE	FERRIC CHLORIDE SOLUTION	5,385.49
07/14/2021	101	22994	00723	WINN TELECOM	PHONE SERVICE 6/1/21-6/30/21	336.22
07/14/2021	101	22995	00732	YEO & YEO, PC	F65/AUDIT SERVICES THRU 5/31/21	1,150.00
						<u><u>1,150.00</u></u>

101 TOTALS:

Total of 81 Checks:  
 Less 3 Void Checks:

476,338.42  
 0.00

Total of 78 Disbursements:

476,338.42

<b>Charter Township of Union</b> <b>Payroll</b>
--

**CHECK DATE: June 24, 2021**

**PPE: June 19, 2021**

**NOTE: PAYROLL TRANSFER NEEDED**

General Fund	\$	28,560.45
Fire Fund		-
EDDA		
WDDA		
Sewer Fund		32,386.49
Water Fund		32,455.10
<b>Total To Transfer from Pooled Savings</b>	<b>\$</b>	<b>93,402.04</b>

**NOTE: CHECK TOTAL FOR TRANSFER**

Gross Payroll	\$	61,823.34
Employer Share Med		887.51
Employer Share SS		3,794.77
SUI		66.49
Pension-Employer Portion		4,743.71
Workers' Comp		709.23
Life/LTD		-
Dental		1,201.67
Health Care		20,030.72
Vision		-
Vision Contribution		
Health Care Contribution		
Cobra/Flex Administration		144.60
PCORI Fee		-
<b>Total Transfer to Payroll Checking</b>	<b>\$</b>	<b>93,402.04</b>



<b>Charter Township of Union</b> <b>Payroll</b>
--

**CHECK DATE: July 8, 2021**

**PPE: July 3, 2021**

**NOTE: PAYROLL TRANSFER NEEDED**

General Fund	\$	32,927.62
Fire Fund		-
EDDA		
WDDA		
Sewer Fund		37,763.08
Water Fund		23,679.54
<b>Total To Transfer from Pooled Savings</b>	<b>\$</b>	<b>94,370.24</b>

**NOTE: CHECK TOTAL FOR TRANSFER**

Gross Payroll	\$	65,195.53
Employer Share Med		878.89
Employer Share SS		3,758.09
SUI		66.45
Pension-Employer Portion		4,890.58
Workers' Comp		642.85
Life/LTD		556.09
Dental		1,201.67
Health Care		21,002.33
Vision		364.80
Vision Contribution		(182.34)
Health Care Contribution		(4,004.70)
Cobra/Flex Administration		-
PCORI Fee		-
<b>Total Transfer to Payroll Checking</b>	<b>\$</b>	<b>94,370.24</b>

**TOTAL TRANSFER FROM POOLED SAVINGS TO PAYROLL ACCOUNT**

**CHARTER TOWNSHIP OF UNION  
MEETING PAY REQUEST FORM**  
(See Governance Policy 3.10 for additional details)

**BOARD MEMBER:** James Thering

**MONTH, YEAR:** June 2021

Date MM/DD	Meeting	Time Attended		Total
		1hr or less	More than Hr	
6/1	Isabella county Commission Meeting	✓		\$ 50
6/15	Planning Commission Meeting		✓	\$ 75
6/16	Council of Governments		✓	\$ 75

**Signature:**  **Date:** 6/19/20

- 1. This form is to be filled out by the board member at the conclusion of each calendar month. Request forms should be sent to the Finance Department. Following approval by the Board of Trustees, the meetings will be paid in the next payroll run.**
- 2. Only list those meetings that you have attended. For extra meetings that a member of the Board of Trustees attends and are eligible for “meeting pay”, \$50 will be paid for meetings that are 1 hour or less and \$75 for meetings over 1 hour. The meeting pay request form must be filled out with the date of the meeting, the name of the meeting attended, the length of the meeting and the pay requested for each meeting.**
- 3. The Township Supervisor, Clerk, and Treasurer shall not receive any meeting pay for attending meetings during regular township business hours of Monday through Friday 8:30 am to 4:30 pm.**

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

(See Governance Policy 3.10 for additional details)

BOARD MEMBER: Bill Hauck

MONTH, YEAR: June 2021

Date MM/DD	Meeting	Time Attended		Total
		1hr or less	More than Hr	
6-10	ICRC		X	75. <sup>00</sup>
6-16	Council of Government		X	75. <sup>00</sup>
6-24	ICRC		X	75. <sup>00</sup>

Signature: Bill Hauck

Date: 6-28-21

1. This form is to be filled out by the board member at the conclusion of each calendar month. Request forms should be sent to the Finance Department. Following approval by the Board of Trustees, the meetings will be paid in the next payroll run.
2. Only list those meetings that you have attended. For extra meetings that a member of the Board of Trustees attends and are eligible for "meeting pay", \$50 will be paid for meetings that are 1 hour or less and \$75 for meetings over 1 hour. The meeting pay request form must be filled out with the date of the meeting, the name of the meeting attended, the length of the meeting and the pay requested for each meeting.
3. The Township Supervisor, Clerk, and Treasurer shall not receive any meeting pay for attending meetings during regular township business hours of Monday through Friday 8:30 am to 4:30 pm.



# Union Township Report-1

Date: Thursday, June 24, 2021



Alarm Date between 2021-06-14 and 2021-06-20

District	NFIRS Number	Alarm Date	Incident Type Code	Incident Type	Apparatus Name	Personnel Count	Alarms
<b>Union Township</b>	<b>0000413</b>						
		6/14/2021 8:16:00 PM	321	EMS call, excluding vehicle accident with injury	ENG 32	3	1
						<b>Total Responding 3</b>	
<b>Union Township</b>	<b>0000414</b>						
		6/14/2021 9:07:00 PM	320	Emergency medical service incident, other	ENG 32	3	1
						<b>Total Responding 3</b>	
<b>Union Township</b>	<b>0000415</b>						
		6/15/2021 6:57:00 AM	744	Detector activation, no fire - unintentional	ENG 32	3	1
						<b>Total Responding 3</b>	

<b>Union Township</b>	<b>0000418</b>						
		6/16/2021 7:55:12 AM	744	Detector activation, no fire - unintentional	ENG 32	3	1
						<b>Total Responding 3</b>	
<b>Union Township</b>	<b>0000419</b>						
		6/16/2021 9:44:06 AM	744	Detector activation, no fire - unintentional	ENG 32	3	1
						<b>Total Responding 3</b>	
<b>Union Township</b>	<b>0000425</b>						
		6/18/2021 7:15:00 PM	311	Medical assist, assist EMS crew	ENG 32	3	1
						<b>Total Responding 3</b>	
	<b>Total Runs</b>					<b>Total Responding 18</b>	
	<b>6</b>						

**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: Wednesday, June 30, 2021



Alarm Date between 2021-06-21 and 2021-06-27

District	NFIRS Number	Alarm Date	Incident Type Code	Incident Type	Apparatus Name	Personnel Count	Alarms
<b>Union Township</b>	<b>0000431</b>						
		6/21/2021 1:16:41 PM	611	Dispatched & canceled en route	ENG 32	3	2
		6/21/2021 1:16:41 PM	611	Dispatched & canceled en route	C 31	1	2
						<b>Total Responding 4</b>	
<b>Union Township</b>	<b>0000439</b>						
		6/24/2021 5:06:16 PM	743	Smoke detector activation, no fire - unintentional	ENG 32	3	1
						<b>Total Responding 3</b>	
<b>Union Township</b>	<b>0000441</b>						
		6/25/2021 3:14:39 PM	322	Motor vehicle accident with injuries	ENG 32	3	1

							<b>Total Responding 3</b>
<b>Union Township</b>	<b>0000448</b>						
		6/26/2021 7:08:00 PM	113	Cooking fire, confined to container	ENG 32	2	1
						<b>Total Responding 2</b>	
<b>Union Township</b>	<b>0000450</b>						
		6/26/2021 11:33:00 PM	440	Electrical wiring/equipment problem, other	ENG 32	2	1
						<b>Total Responding 2</b>	
	<b>Total Runs 5</b>						<b>Total Responding 14</b>

**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:** June 29, 2021

**FROM:** Kim Smith – Public Services Director      **DATE FOR BOARD CONSIDERATION:** July 14, 2021

**ACTION REQUESTED:** Approval of the bid from Nutrigro Environmental Solutions Inc. for the hauling and land application of biosolids sludge from the Waste Water Treatment Plant for five years in accordance with all EPA and State of Michigan Rules and Regulations in the amount of .044 cents per gallon.

Current Action       Emergency

Funds Budgeted: If Yes  Account # 590-540-801.200 No  N/A

Finance Approval MDS

### BACKGROUND INFORMATION

Biosolids are primarily organic materials produced during wastewater treatment which may be put to beneficial use. An example of such use is the addition of biosolids to soil to supply nutrients and replenish soil organic matter. This is known as land application. Biosolids from the township’s waste water treatment plant are used on agricultural land and applied by a licensed biosolids hauler in accordance with all EPA and State of Michigan Rules and Regulations.

The Township produces and hauls approximately 750,000 to 850,000 gallons of biosolids each year. Land application is generally completed in late September or early October. Nutrigro Environmental Solutions is the contractor currently hauling and completing the land application of the township’s biosolids.

The project was bid and we received three bids for this work. These bids were as follows:

Bidder	Amount per gallon
Custom Manure and Biosolids	.05
Nutrigro Environmental Solutions Inc.	.044
Michigan Agri Business Solutions	.0525

### SCOPE OF SERVICES

Contractor is responsible for providing the following items:

- Land Site Packets and signed forms to Union Township
- All required EGLE sampling of Biosolids prior to land application
- Proper mixing of biosolids in underground storage tanks
- Trucking of biosolids to approved land application site
- Land Application of Approximately 750,000 to 850,000 gallons of biosolids in accordance to all Federal and State of Michigan Rules and Regulations.
- Field Application Report and Biosolids Tracking Sheets and Load Sheets after land application to Union Township.

**JUSTIFICATION**

It is recommended that the Biosolids Hauling and Land Application Bid be awarded to Nutrigo Environmental Solutions Inc. for five years in the amount of .044 cents per gallon. This recommendation is based on the history of successful land application work performed by Nutrigo Environmental for the township and that they provided the lowest per gallon cost for completing this annual program.

**PROJECT IMPROVEMENTS**

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

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

**COSTS**

.044 cents per gallon/\$37,400.00 per year (estimated)

Funds for this work is included in the FY2021 Budget account number 590-540-801.200.

**PROJECT TIME TABLE**

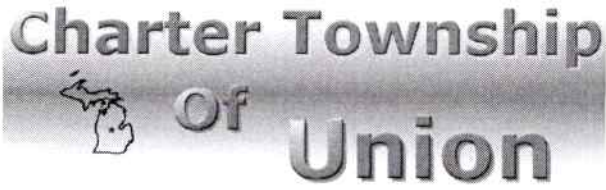
Land application occurs annually in late September or early October

**RESOLUTION**

Approval of the bid from Nutrigo Environmental Solutions Inc. for the hauling and land application of biosolids sludge from the Waste Water Treatment Plant for five years in accordance with all EPA and State of Michigan Rules and Regulations in the amount of .044 cents per gallon.

Resolved by \_\_\_\_\_ Seconded by \_\_\_\_\_

Yes:  
No:  
Absent:



5228 South Isabella Road  
 Mt. Pleasant, MI 48858  
 989-772-4600 ext. 224 (phone)  
 989-773-1988 (fax)  
 ksmith@uniontownshipmi.com

### Bid Tabulation Sheet

Project: Biosolids Due Date: May 26, 2021 @ 10:00 a.m.

10:05 A.M.

Bidder	Bid Bond	Amount
Custom Manure and Biosolids		.05¢ Per Gallon
Nutrigo Environmental		.044¢ Per Gallon
Michigan Agri Business Solutions		.0525¢ Per Gallon

Kimberly Smith 5-26-2021

Michael P. [Signature] 5-26-2021

**Union Township  
5228 S Isabella Rd  
Mt. Pleasant Mi 48858**

# **Proposal for Hauling & Land Application of Liquid Biosolids**



**May, 23 2021**

**NUTRIGRO ENVIRONMENTAL SOLUTION INC**

**Current Projects & References**

<b>Project/City (Gawne Trucking)</b>	Mason Waste Water Treatment Plant	<b>Project/City (Gawne Trucking)</b>	Delhi Waste Water Treatment Plant
<b>Contact</b>	Sam Bibler, Plant Superintendent	<b>Contact</b>	Jeff Raines
<b>Phone</b>	517-676-1166	<b>Phone</b>	517-699-3873
<b>Project/City (Gawne Trucking)</b>	Sturgis Waste Water Treatment Plant	<b>Project/City (Gawne Trucking)</b>	City of Marshall
<b>Contact</b>	Tom Sikorski, Plant Superintendent	<b>Contact</b>	Alec Agnatuk
<b>Phone</b>	269-659-7250	<b>Phone</b>	269-781-9814
<b>Project/City (Gawne Trucking)</b>	Michigan State University	<b>Project/City (Gawne Trucking)</b>	City of Mt. Pleasant
<b>Contact</b>	Tony Boughton	<b>Contact</b>	Steve Hein
<b>Phone</b>	517-719-4606	<b>Phone</b>	989-779-5451
<b>Project/City (Gawne Trucking)</b>	Union Township	<b>Project/City (Gawne Trucking)</b>	City of Battle Creek
<b>Contact</b>	Mike Dearing	<b>Contact</b>	Richard Beardslee
<b>Phone</b>	989-775-5574	<b>Phone</b>	269-966-3513
<b>Project/City (NutriGro Env. Sol)</b>	City of Holland	<b>Project/City (NutriGro Env. Sol)</b>	City of Grand Haven
<b>Contact</b>	Bill Grysen	<b>Contact</b>	Dave Krohn
<b>Phone</b>	616-292-2978	<b>Phone</b>	616-847-3485
<b>Project/City (NutriGro Env. Sol)</b>	City of Hart	<b>Project/City</b>	
<b>Contact</b>	Paul Cutter	<b>Contact</b>	
<b>Phone</b>	231-638-1963	<b>Phone</b>	



Department of Public Services  
5228 South Isabella Road  
Mt. Pleasant, MI 48858  
989-772-4600 ext. 223 & 224

## Notice to Bidders

### 2021 Biosolids Sludge Hauler Bids

The Charter Township of Union is accepting sealed bids for the hauling and land application of biosolids sludge in accordance with State of Michigan EGLE Requirements for the Charter Township of Union Waste Water Treatment Plant.

Bids will be accepted until May 26, 2021, at, 10:00 a.m., at which time they will be opened and read aloud at the Charter Township of Union Waste Water Treatment Plant located at 4511 E River Road Mt. Pleasant, MI 48858.

To view and download complete bid documents, visit the Charter Township of Union website at [http://www.uniontownshipmi.com/Departments/PublicServicesDepartment/UtilityDepartment/RequestforProposals\(RFP\).aspx](http://www.uniontownshipmi.com/Departments/PublicServicesDepartment/UtilityDepartment/RequestforProposals(RFP).aspx)

Bids are solicited on a per gallon basis and no bid deposit or bond is required with this bid.

All bids are to be sealed and clearly marked "Bid for "2021 Biosolids Sludge Hauler Bids".

The Charter Township of Union reserves the right to accept or reject any and all bids and to select the bid considered most advantageous to the Charter Township of Union.



Department of Public Services  
5228 South Isabella Road  
Mt. Pleasant, MI 48858  
989-772-4600 ext. 223 & 224

## **2021 Biosolids Sludge Hauler Bids**

### **Instructions to Bidders**

#### **1. Proposals**

Proposals must be made upon the forms provided, therefore, with the Bid amount both written and shown in figures, and all other data required submitted.

The Proposal, with all Proposal Documents, must be enclosed in a sealed envelope marked as specified in the Notice to Bidders for such Bid and clearly indicating the name and address of the Bidder and must be received by the Waste Water Treatment Plant Superintendent at, 4511 E River Road, Mt. Pleasant Michigan 48858, no later than the time and date specified in the Notice to Bidders. At such specified time, Proposals shall be publicly opened and read aloud.

#### **2. Basis of Proposals**

Proposals are solicited on the basis of per gallon price(s), as specified on the Proposal form.

The Charter Township of Union, (also referred to as "Owner"), reserves the right to accept any Bid, to reject any or all Bids, and to waive any irregularities in the Bids, and to select the Bid considered most advantageous to the Township.

#### **3. Comparison of Bids**

In comparing Bids, consideration shall be given to the time proposed for completion of the Contract, qualifications of Bidder, delivery time, price differentials, alternate Proposals for the alternate items listed in the Proposal (if applicable), and any other pertinent factors.

The Owner reserves the right to make an award to the Bidder whose Proposal is deemed to be in the best interest of the Owner.

#### **4. Time**

Time is of the essence in the performance of the Contract, and each Bidder, by submitting a Proposal, certifies his/her acceptance of the time allowed by the Contract for the completion of the work.

#### **5. Indemnification**

The Contractor/Vendor shall save and hold harmless the Township and its employees from and against all claims, damages, losses, or expenses, including attorney's fees, arising out of or resulting from the performance of the work; provided that any such claim, damage, loss or expense is caused in whole or in part by any negligent or willful act of omission of the

Contractor, subcontractor, employee, or anyone under their direction. The Contractor shall at his/her own expense, defend any and all such actions and shall pay all attorney's fees, costs, and expenses pertaining thereto.

## 6. Interpretation of Documents

If any Bidder is in doubt as to the true meaning of any part of the Plans, Specifications or any Contract Document, he/she may submit to the Owner a written request for an interpretation thereof. Any interpretation made in response to such query shall be made only by Addendum, duly issued, and a copy of such Addendum shall be posted on our website no later than five days prior to bid due date. The Owner shall not be responsible for any other explanation or interpretation of the Contract Documents. All addendum will be posted on the Township's website at:

[http://www.uniontownshipmi.com/Departments/PublicServicesDepartment/UtilityDepartment/RequestforProposals\(RFP\).aspx](http://www.uniontownshipmi.com/Departments/PublicServicesDepartment/UtilityDepartment/RequestforProposals(RFP).aspx)

## 7. References

Provide a minimum of three references for similar operations bidder has provided equivalent services for in the last five years.

## 8. Execution of Bid Proposal

A Bid Proposal must be signed by the individual making it and who is duly authorized by the vendor to submit such proposal/bid on their behalf.

A Bid Proposal, which is signed by a partnership, shall be signed by all of the partners or by an Attorney-in-Fact. If signed by an Attorney-in-Fact, there should be attached to the Bid, a Power of Attorney evidencing authority to sign the Bid Proposal in the name of the partnership and such Power of Attorney shall be signed by all partners of the partnership.

A Bid Proposal, which is signed for a corporation should have the correct corporate name thereof and the signature of the President, or other authorized officer(s)/individual of the corporation, manually written below the corporate name and on the line indicating

"By: *Jamil June*."





Department of Public Services  
5228 South Isabella Road  
Mt. Pleasant, MI 48858  
989-772-4600 ext. 223 & 224

### 2021 Biosolids Sludge Hauler Bids Proposal

TO: Office of the Waste Water Treatment Plant Superintendent  
Charter Township of Union  
4511 E River Road  
Mt. Pleasant, MI 48858

**BID DATE: May 26, 2021**  
**TIME: 10:00 a.m.**

In accordance with the specifications and other bid requirements heretofore provided, the undersigned agrees to provide the below listed bid items at the price(s) set forth below.

This is a firm bid and not subject to withdrawal or change for a period of sixty (90) days.

<u>BID ITEM</u>	<u>TOTAL</u>
Hauling and land application of biosolids sludge in accordance with all Federal and State of Michigan Requirements per bid specifications	per gallon \$ <u>0.044</u>

Point zero Four Four cents  
(Written) \_\_\_\_\_ and \_\_\_\_\_ /100 Dollars.

**Respectfully Submitted,**

COMPANY: Nutrigro Environmental Solutions Inc DATE 5-23-21

ADDRESS: P.O. Box 84

CITY Charlotte STATE mi ZIP 48813

TELEPHONE 517-204-4492 FAX 517-441-6122

AUTHORIZED SIGNATURE Jamie Gaurre

PRINT OR TYPE NAME & TITLE Jamie Gaurre owner-Pres.

EMAIL JG@Nutrigroesi.com

## **2021 Biosolids Sludge Hauler Bids**

### **Specifications**

Bidders are required to complete the certification at the end of this section of the bid by signing in the provided space. This section verifies that the unit complies with the listed specifications. Explanations for non-compliance must be provided on a separate sheet. Failure to do so will deem the proposal incomplete and will not be considered. Written questions regarding these specifications may be directed to Mike Dearing, Waste Water Treatment Plant Superintendent 4511 E River Road, Mt. Pleasant MI 48858 or via email to [mdearing@uniontownshipmi.com](mailto:mdearing@uniontownshipmi.com).

### **2021 Biosolids Sludge Hauler Bids**

#### **Minimum Specifications:**

**Contractor will be responsible for the following:**

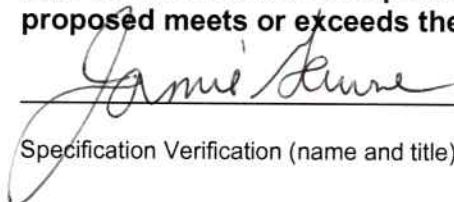
**Provide bid on a per gallons basis for a five-year contract** Contractor Responsible for locating all land application sites and submitting all required paperwork to EGLE

- Contractor Responsible to provide Land Site Packets and signed forms to Union Township
- Contractor Required to perform all required EGLE sampling of Biosolids prior to land application
- Contractor Required to perform proper mixing of biosolids in underground storage tanks
- Contractor provides trucking of biosolids to approved land application site
- Contractor to perform Land Application of Approximately 750,000 to 850,000 gallons of biosolids in accordance to all Federal and State of Michigan Rules and Regulations.
- Contractor provides Field Application Report and Biosolids Tracking Sheets and Load Sheets after land application to Union Township.

**Above items required to be in compliance with all EPA and State of Michigan Rules and Regulations.**

**No bidder may withdraw their bid within 90 days after the actual date of bid opening.**

**This section must be completed and returned with the bid proposal to verify that the unit proposed meets or exceeds the specifications listed above.**

 \_\_\_\_\_  
Specification Verification (name and title)

5-23-21  
\_\_\_\_\_  
Date



Department of Public Services  
5228 South Isabella Road  
Mt. Pleasant, MI 48858  
989-772-4600 ext. 223 & 224

### 2021 Biosolids Sludge Hauler Bids Proposal

TO: Office of the Waste Water Treatment Plant Superintendent  
Charter Township of Union  
4511 E River Road  
Mt. Pleasant, MI 48858

**BID DATE: May 26, 2021**  
**TIME: 10:00 a.m.**

In accordance with the specifications and other bid requirements heretofore provided, the undersigned agrees to provide the below listed bid items at the price(s) set forth below.

This is a firm bid and not subject to withdrawal or change for a period of sixty (90) days.

<b>BID ITEM</b>	<b>TOTAL</b>
Hauling and land application of biosolids sludge in accordance with all Federal and State of Michigan Requirements per bid specifications	per gallon \$ <u>1.05</u>

Five cents per gallon  
(Written) \_\_\_\_\_ and \_\_\_\_\_ /100 Dollars.

Example - 800,000 Gallon's = \$40,000.00

**Respectfully Submitted,**

COMPANY: CUSTOM MANURE DATE May 18 2021  
 ADDRESS: 3627 Kalamazoo dr  
 CITY Wayland STATE Mi. ZIP 49348  
 TELEPHONE 616-813-7437 FAX 0  
 AUTHORIZED SIGNATURE Bob Reuchint  
 PRINT OR TYPE NAME & TITLE Bob Reuchint Pres  
 EMAIL cmimichigan@yahoo.com

Contractor, subcontractor, employee, or anyone under their direction. The Contractor shall at his/her own expense, defend any and all such actions and shall pay all attorney's fees, costs, and expenses pertaining thereto.

**6. Interpretation of Documents**

If any Bidder is in doubt as to the true meaning of any part of the Plans, Specifications or any Contract Document, he/she may submit to the Owner a written request for an interpretation thereof. Any interpretation made in response to such query shall be made only by Addendum, duly issued, and a copy of such Addendum shall be posted on our website no later than five days prior to bid due date. The Owner shall not be responsible for any other explanation or interpretation of the Contract Documents. All addendum will be posted on the Township's website at:

[http://www.uniontownshipmi.com/Departments/PublicServicesDepartment/UtilityDepartment/RequestforProposals\(RFP\).aspx](http://www.uniontownshipmi.com/Departments/PublicServicesDepartment/UtilityDepartment/RequestforProposals(RFP).aspx)

**7. References**

Provide a minimum of three references for similar operations bidder has provided equivalent services for in the last five years.

**8. Execution of Bid Proposal**

A Bid Proposal must be signed by the individual making it and who is duly authorized by the vendor to submit such proposal/bid on their behalf.

A Bid Proposal, which is signed by a partnership, shall be signed by all of the partners or by an Attorney-in-Fact. If signed by an Attorney-in-Fact, there should be attached to the Bid, a Power of Attorney evidencing authority to sign the Bid Proposal in the name of the partnership and such Power of Attorney shall be signed by all partners of the partnership.

A Bid Proposal, which is signed for a corporation should have the correct corporate name thereof and the signature of the President, or other authorized officer(s)/individual of the corporation, manually written below the corporate name and on the line indicating

"By: custom manure

*Rob Ricard*

Fmly city rich 810-724 640

mic wastewater 810-656-4184

sun latre 989-826-6568

sun latre lahr 989-349-6658

269-672-5589

269-509-1000



Department of Public Services  
5228 South Isabella Road  
Mt. Pleasant, MI 48858  
989-772-4600 ext. 223 & 224

## 2021 Biosolids Sludge Hauler Bids

### Specifications

Bidders are required to complete the certification at the end of this section of the bid by signing in the provided space. This section verifies that the unit complies with the listed specifications. Explanations for non-compliance must be provided on a separate sheet. Failure to do so will deem the proposal incomplete and will not be considered. Written questions regarding these specifications may be directed to Mike Dearing, Waste Water Treatment Plant Superintendent 4511 E River Road, Mt. Pleasant MI 48858 or via email to mdearing@uniontownshipmi.com.

### 2021 Biosolids Sludge Hauler Bids

#### Minimum Specifications:

**Contractor will be responsible for the following:**

**Provide bid on a per gallons basis for a five-year contract** Contractor Responsible for locating all land application sites and submitting all required paperwork to EGLE

- Contractor Responsible to provide Land Site Packets and signed forms to Union Township
- Contractor Required to perform all required EGLE sampling of Biosolids prior to land application
- Contractor Required to perform proper mixing of biosolids in underground storage tanks
- Contractor provides trucking of biosolids to approved land application site
- Contractor to perform Land Application of Approximately 750,000 to 850,000 gallons of biosolids in accordance to all Federal and State of Michigan Rules and Regulations.
- Contractor provides Field Application Report and Biosolids Tracking Sheets and Load Sheets after land application to Union Township.

**Above items required to be in compliance with all EPA and State of Michigan Rules and Regulations.**

**No bidder may withdraw their bid within 90 days after the actual date of bid opening.**

**This section must be completed and returned with the bid proposal to verify that the unit proposed meets or exceeds the specifications listed above.**

Bob Ruzicki May 18 2021

Specification Verification (name and title)

Date

President

May 26, 2021

## 2021 Biosolids Sludge Hauler Bids Instructions to Bidders

### 1. Proposals

Proposals must be made upon the forms provided, therefore, with the Bid amount both written and shown in figures, and all other data required submitted.

The Proposal, with all Proposal Documents, must be enclosed in a sealed envelope marked as specified in the Notice to Bidders for such Bid and clearly indicating the name and address of the Bidder and must be received by the Waste Water Treatment Plant Superintendent at, 4511 E River Road, Mt. Pleasant Michigan 48858, no later than the time and date specified in the Notice to Bidders. At such specified time, Proposals shall be publicly opened and read aloud.

### 2. Basis of Proposals

Proposals are solicited on the basis of per gallon price(s), as specified on the Proposal form.

The Charter Township of Union, (also referred to as "Owner"), reserves the right to accept any Bid, to reject any or all Bids, and to waive any irregularities in the Bids, and to select the Bid considered most advantageous to the Township.

### 3. Comparison of Bids

In comparing Bids, consideration shall be given to the time proposed for completion of the Contract, qualifications of Bidder, delivery time, price differentials, alternate Proposals for the alternate items listed in the Proposal (if applicable), and any other pertinent factors.

The Owner reserves the right to make an award to the Bidder whose Proposal is deemed to be in the best interest of the Owner.

### 4. Time

Time is of the essence in the performance of the Contract, and each Bidder, by submitting a Proposal, certifies his/her acceptance of the time allowed by the Contract for the completion of the work.

### 5. Indemnification

The Contractor/Vendor shall save and hold harmless the Township and its employees from and against all claims, damages, losses, or expenses, including attorney's fees, arising out of or resulting from the performance of the work; provided that any such claim, damage, loss or expense is caused in whole or in part by any negligent or willful act of omission of the

Contractor, subcontractor, employee, or anyone under their direction. The Contractor shall at his/her own expense, defend any and all such actions and shall pay all attorney's fees, costs, and expenses pertaining thereto.

## 6. Interpretation of Documents

If any Bidder is in doubt as to the true meaning of any part of the Plans, Specifications or any Contract Document, he/she may submit to the Owner a written request for an interpretation thereof. Any interpretation made in response to such query shall be made only by Addendum, duly issued, and a copy of such Addendum shall be posted on our website no later than five days prior to bid due date. The Owner shall not be responsible for any other explanation or interpretation of the Contract Documents. All addendum will be posted on the Township's website at:

[http://www.uniontownshipmi.com/Departments/PublicServicesDepartment/UtilityDepartment/RequestforProposals\(RFP\).aspx](http://www.uniontownshipmi.com/Departments/PublicServicesDepartment/UtilityDepartment/RequestforProposals(RFP).aspx)

## 7. References

Provide a minimum of three references for similar operations bidder has provided equivalent services for in the last five years.

## 8. Execution of Bid Proposal

A Bid Proposal must be signed by the individual making it and who is duly authorized by the vendor to submit such proposal/bid on their behalf.

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A Bid Proposal, which is signed for a corporation should have the correct corporate name thereof and the signature of the President, or other authorized officer(s)/individual of the corporation, manually written below the corporate name and on the line indicating

"By: \_\_\_\_\_."



Department of Public Services  
5228 South Isabella Road  
Mt. Pleasant, MI 48858  
989-772-4600 ext. 223 & 224

### 2021 Biosolids Sludge Hauler Bids Proposal

TO: Office of the Waste Water Treatment Plant Superintendent  
Charter Township of Union  
4511 E River Road  
Mt. Pleasant, MI 48858

**BID DATE: May 26, 2021**  
**TIME: 10:00 a.m.**

In accordance with the specifications and other bid requirements heretofore provided, the undersigned agrees to provide the below listed bid items at the price(s) set forth below.

This is a firm bid and not subject to withdrawal or change for a period of sixty (90) days.

<u>BID ITEM</u>	<u>TOTAL</u>
Hauling and land application of biosolids sludge in accordance with all Federal and State of Michigan Requirements per bid specifications	per gallon \$ <u>0.0525</u>

Five parts Two Five CENTS  
(Written) \_\_\_\_\_ and 5.25 /100 Dollars.

**Respectfully Submitted,**

COMPANY: Michigan AgriBusiness Solutions DATE 5-12-21

ADDRESS: 3050 Freeway Ln

CITY Saginaw STATE MI ZIP 48601

TELEPHONE 989-399-0800 FAX 989-399-0811

AUTHORIZED SIGNATURE [Signature]

PRINT OR TYPE NAME & TITLE James Jurgens President

EMAIL jim@michagbusiness.net





Department of Public Services
5228 South Isabella Road
Mt. Pleasant, MI 48858
989-772-4600 ext. 223 & 224

2021 Biosolids Sludge Hauler Bids

Specifications

Bidders are required to complete the certification at the end of this section of the bid by signing in the provided space. This section verifies that the unit complies with the listed specifications. Explanations for non-compliance must be provided on a separate sheet. Failure to do so will deem the proposal incomplete and will not be considered.

2021 Biosolids Sludge Hauler Bids
Minimum Specifications:

Contractor will be responsible for the following:

Provide bid on a per gallons basis for a five-year contract Contractor Responsible for locating all land application sites and submitting all required paperwork to EGLE

- Contractor Responsible to provide Land Site Packets and signed forms to Union Township
• Contractor Required to perform all required EGLE sampling of Biosolids prior to land application
• Contractor Required to perform proper mixing of biosolids in underground storage tanks
• Contractor provides trucking of biosolids to approved land application site
• Contractor to perform Land Application of Approximately 750,000 to 850,000 gallons of biosolids in accordance to all Federal and State of Michigan Rules and Regulations.
• Contractor provides Field Application Report and Biosolids Tracking Sheets and Load Sheets after land application to Union Township.

Above items required to be in compliance with all EPA and State of Michigan Rules and Regulations.

No bidder may withdraw their bid within 90 days after the actual date of bid opening.

This section must be completed and returned with the bid proposal to verify that the unit proposed meets or exceeds the specifications listed above.

Signature: James Ferguson, President
Date: 5-12-21

ADVERTISEMENT FOR BIDS

Charter Township of Union

2010 South Lincoln Road

Mt. Pleasant, MI 48858

Separate sealed Bids for the Charter Township of Union Biosolids Sludge Hauling Program will be received by the Charter Township of Union at the Charter Township of Union Public Services Office located at, 4511 E River Road, Mt. Pleasant, Michigan 48858 until **10:00 AM** Local Time, Wednesday, **May 26, 2021**, and then at said location publicly opened and read aloud.

The Information for Bidders, may be examined/obtained on the Charter Township of Union website as follows:

[www.uniontownshipmi.com/utilities/rfp](http://www.uniontownshipmi.com/utilities/rfp)

Bids received after the above date and time will not be considered. Fax transmittals and e-mailed Bids will not be accepted.

**The Owner reserves the right to waive any informality or to reject any or all Bids.**

**No Bidder may withdraw their Bid within 90 days after the actual date of Bid opening.**

Charter Township of Union  
Public Services Department

  
5-12-21



Department of Public Services  
5228 South Isabella Road  
Mt. Pleasant, MI 48858  
989-772-4600 ext. 223 & 224

## Notice to Bidders

### 2021 Biosolids Sludge Hauler Bids

The Charter Township of Union is accepting sealed bids for the hauling and land application of biosolids sludge in accordance with State of Michigan EGLE Requirements for the Charter Township of Union Waste Water Treatment Plant.

Bids will be accepted until May 26, 2021, at, 10:00 a.m., at which time they will be opened and read aloud at the Charter Township of Union Waste Water Treatment Plant located at 4511 E River Road Mt. Pleasant, MI 48858.

To view and download complete bid documents, visit the Charter Township of Union website at [http://www.uniontownshipmi.com/Departments/PublicServicesDepartment/UtilityDepartmentRequestforProposals\(RFP\).aspx](http://www.uniontownshipmi.com/Departments/PublicServicesDepartment/UtilityDepartmentRequestforProposals(RFP).aspx)

Bids are solicited on a per gallon basis and no bid deposit or bond is required with this bid.

All bids are to be sealed and clearly marked "Bid for "2021 Biosolids Sludge Hauler Bids".

The Charter Township of Union reserves the right to accept or reject any and all bids and to select the bid considered most advantageous to the Charter Township of Union.

1  
5-17-21



# Michigan AgriBusiness Bid Response & Attachments

## **Project:**

Charter Township of Union Bid for 2021 Biosolids Sludge Hauler Bids

## ***Company Introduction***

Michigan AgriBusiness Solutions (herein known as "MAS") is a Michigan based partnership founded in 2017. Partners Jim Jurgens and Ken Wegener formed a business from the remains of the exit of Synagro Central, LLC from the Michigan market. MAS purchased over \$1m in equipment from their former company while starting operations on April 1, 2017. The company, in 2017 and 2018, has hauled and land applied over 300 million gallons of biosolids in Michigan. The company is headquartered at 3050 Freeway Lane, Saginaw, MI 48601.

## ***Project Personnel***

### **Jim Jurgens, President/Member**

Mr. Jurgens is responsible for overall management of biosolids project operations throughout Michigan. This includes supervision of Operation Managers, the Tech Service Manager and Tech Service Specialists, the equipment maintenance, transportation, permit compliance and customer relations.

Mr. Jurgens started MAS in 2017 after 10 years as a General Manager in manufacturing and service businesses. He has a B.A. degree in Business Administration from Baldwin Wallace College in Cleveland, Ohio. He earned his MBA in 2016 from Keller Graduate School of Management. Lastly, he earned his Black Belt Six Sigma certification from Notre Dame in 2008.

### **Ken Wegener, General Manager**

As General Manager, Mr. Wegener is responsible for the overall management of all Michigan projects throughout the state. His responsibilities include supervision of Assistant Operation Managers, equipment maintenance, transportation, and customer relations.

Mr. Wegener has 30 years of experience in the industry. He currently oversees 7 full-service liquid land application crews that cover the State of Michigan. His span of responsibility covers over 60 municipal and industrial clients who generate over 140 million gallons of annual biosolids.

### **Bill Goetsch Technical Services Specialist**

As Technical Services Specialist, Mr. Goetsch is responsible for oversight of our technical services staff for the State of Michigan. Bill has worked with over 75 Michigan WWTP's relative to biosolids management throughout the state. He has worked in Technical Services since 2005. His experience includes Residuals Management Plan Permit writing, biosolids sampling and procedures, land base permitting and maintenance, fertility recommendations, reporting and monitoring, and regulatory liaison, among others.

Mr. Goetsch has a B.S. in Food Systems Economics and Management with an emphasis in Crops and Soil Science from Michigan State University. He is a member of the Michigan Water Environment Association. He participates on the Biosolids Committee.



# Michigan AgriBusiness Bid Response & Attachments

## MAS References

### Benton Harbor / St. Joseph Joint WWTP

Mr. Timothy Lynch  
269 Anchors Way  
St. Joseph, MI 49085  
269-983-7719

### Genesee County, Michigan

Mr. Joseph Goergen  
G-9290 Farrand Road  
Montrose, MI 48457  
810-232-7662

### Saginaw Township WWTP

Mr. John Henning  
5790 W. Michigan Ave  
Saginaw, MI 48609  
989-743-1361

<b>To:</b> Mark Stuhldreher - Township Manager	<b>DATE:</b> June 29, 2021
<b>FROM:</b> Kim Smith – Public Services Director	<b>DATE FOR BOARD CONSIDERATION:</b> July 14, 2021
<b>ACTION REQUESTED:</b> Deny the request to waive the quarterly water and sewer bill penalty for Copper Beech Townhomes located at 4750 E. Bluegrass Road, account number 04000 in the amount of \$ 4,317.88 and 4775 Commons, account number 04275 in the amount of \$2,275.29.	

Current Action  Emergency

Funds Budgeted: If Yes  Account #  No  N/A

Finance Approval \_\_\_\_\_

**BACKGROUND INFORMATION**

The Township received a written request from Copper Beech Townhomes, which is owned by HSRE Quad V Holdings 2 LLC located in Southlake Texas, to waive the late fees for the accounts located at 4750 East Bluegrass Road, account number 04000 in the amount of \$4,317.88 and 4775 Commons, account number 04275 in the amount of \$2,275.29.

Township Ordinance 1987-9, Article 10, Section 2 stipulates that quarterly water and sewer bills are payable without penalty within 35 days of the mailing date. Payments received after such period shall bear a penalty of 15% of the amount of the bill. Payment for the January 1, 2021 – March 30, 2021, quarterly water and sewer bills were due without penalty on May 5, 2021. Penalties were applied to all water and sewer quarterly customer accounts with an outstanding balance on May 6, 2021.

Payment for the full amount of the bill without penalties was received from Copper Beech Townhomes on June 4, 2021, for these two accounts.

**SCOPE OF SERVICES**

NA

**JUSTIFICATION**

Under legislation signed by Governor Whitmer that provided COVID-19 relief for occupied residences due to unpaid bills a temporary statewide ban on water shutoffs was in effect until March 31, 2021. This legislation did not waive past due penalties on delinquent accounts.

Support to waive the penalties would be precedent setting and result in unfair treatment of those customers that pay on time and those customers that pay late and also pay the penalties. Denial of the request to waive the penalties will maintain fair treatment among all water and sewer customers and support fair and non-discriminatory code enforcement in accordance with Policy Governance 1.1.1.2.

**PROJECT IMPROVEMENTS**

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

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

**COSTS**

\$6,593.17 Late Fee

This amount would be deducted from the Water Fund Revenue account number 591-000-655.000.

**PROJECT TIME TABLE**

NA

**RESOLUTION**

It is resolved to deny the request to waive the quarterly water and sewer bill penalty for Copper Beech Townhomes located at 4750 E. Bluegrass Road account number 04000 in the amount of \$4,317.88 and 4775 Commons account number 04275 in the amount of \$2,275.29.

Resolved by \_\_\_\_\_ Seconded by \_\_\_\_\_

Yes:  
No:  
Absent:

Hello,

My name is Mickie Webb and I am an account manager on behalf of Copper Beech. I recently received notice of a late fee being applied to the below-listed accounts. I am checking to see if a one-time courtesy removal of these late fees can be done. I was not made aware of these accounts until June 4<sup>th</sup>, after the March 31<sup>st</sup> invoice was due on May 5<sup>th</sup>, causing the payments to not be made until the same day, June 4<sup>th</sup>. Can you please see if this is possible?

Account Number	Service Address	Amount
04000	4750 E Bluegrass Road	\$ 4,317.88
04275	4775 Commons	\$ 2,275.29
Total		\$ 6,593.17

Please let me know if you have any questions.

Thank you,