



BOARD OF TRUSTEES
Regular Meeting
2010 S. Lincoln Rd, Mt. Pleasant, MI 48858
Virtual Attendance via YouTube or Zoom
August 24, 2022
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. CLOSED SESSION
9. REPORTS/BOARD COMMENTS
 - A. Current List of Boards and Commissions – Appointments as needed
 - B. August Monthly Activity Report (supplied under separate cover)
 - C. Planning Commission, EDA, Sidewalks, and ZBA updates by Community and Economic Development Director
 - D. Board Member Reports
10. CONSENT AGENDA
 - A. Communications
 - B. Minutes – August 10, 2022 – Regular Meeting
 - C. Accounts Payable
 - D. Payroll
 - E. Meeting Pay
 - F. Fire Reports

G. Lincoln Road Tower Fence Installation

11. NEW BUSINESS

- A. Discussion/Action: Second Reading and Adoption of the PREZ22-02 Mid-Michigan College Rezoning Map Amendment
- B. Discussion/Action: (Stuhldreher) Policy Governance 2.9 Collaboration with Other Entities
- C. Discussion/Action: (Stuhldreher) Policy Governance 4.2 Accountability of the Township Manager
- D. Discussion/Action: (Stuhldreher) Policy Governance 4.5 Township Manager Performance Review and Contract

12. 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)

13. MANAGER COMMENTS

14. FINAL BOARD MEMBER COMMENT

15. ADJOURNMENT

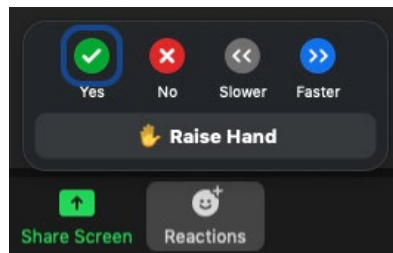
Hybrid Meeting Instructions for the Charter Township of Union Board of Trustees Meeting

The public can view all Union Township meetings live by clicking on our [YouTube Channel](#). For those who would like to participate during public comment, you can do so via Zoom.

[Click here](#) to participate in the Zoom Meeting via computer or smart phone. (Meeting ID Enter “829 4309 7870” Password enter “300757”). Access to the electronic meeting will open at 6:50 p.m. and meeting will begin at 7:00 p.m.

Telephone conference call, dial (312-626-6799). Enter “829 4309 7870” and the “#” sign at the “Meeting ID” prompt, and then enter “300757” at the “Password” prompt. Lastly, re-enter the “#” sign again at the “Participant ID” prompt to join the meeting.

- All public comments for items on the agenda will be received during the Public Comment section of the Agenda and any issue not on the agenda will be received during the Extended Public Comment section of the Agenda.
- Computer/tablet/smartphone audience: To indicate you wish to make a public comment, 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.** You will be called on by the last three digits of your phone number for comments, at which time you will be unmuted by the meeting moderator.
- Please state your name and address for the minutes and keep public comments concise.

You will be called upon once all in-person comments have been received, at which time you will be unmuted by the meeting moderator.

Persons with disabilities needing assistance should call the Township office at (989) 772-4600. Persons requiring speech or hearing assistance can 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.

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	2/15/2025
4-Secretary	Doug	LaBelle II	2/15/2025
5 - Vice Secretary	Tera	Albrecht	2/15/2024
6	Stan	Shingles	2/15/2024
7	Paul	Gross	2/15/2025
8	Jack	Williams	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	2/15/2025
2 - Chair	Andy	Theisen	12/31/2022
3 - Vice Chair	Liz	Presnell	12/31/2022
4 -	Breanne	Moeggenberg	12/31/2022
5 -	Brandon	LaBelle	12/31/2022
Alt. #1	vacant seat		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	Herren	12/31/2023
2	Joseph	Schafer	12/31/2023
3	Andy	Theisen	12/31/2023
Hannah's Bark Park Advisory Board (2 Members from Township) 2 year term			
1	Mark	Stuhldreher	12/31/2022
2	John	Dinse	12/31/2023
Chippewa River District Library Board 4 year term			
1	Ruth	Helwig	12/31/2023
2	Lynn	Laskowsky	12/31/2025



Board Expiration Dates

EDA Board Members (9 Members) 4 year term			
#	F Name	L Name	Expiration Date
1-BOT Representative	Bryan	Mielke	11/20/2024
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	6/22/2026
7	Cheryl	Hunter	6/22/2023
8	Jeff	Sweet	2/13/2025
9	David	Coyne	3/26/2026
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	Stan	Shingles	2/15/2024
3 - Township Resident	Jeff	Siler	8/15/2023
4 - Township Resident	Jeremy	MacDonald	10/17/2022
5 - Member at large	Phil	Hertzler	8/15/2023
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	12/31/2022

2022 CHARTER TOWNSHIP OF UNION
Board of Trustees
Regular Meeting Minutes

A regular meeting of the Charter Township of Union Board of Trustees was held on August 10, 2022, at 7:00 p.m. at the Union Township Hall.

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

Thering moved **Bills** supported to appoint Trustee Hauck as the Recording Secretary in the absence of the Clerk. **Vote: Ayes: 4 Nays: 0. Motion carried.**

Roll Call

Present:

Supervisor Mielke, Trustee Bills, Trustee Hauck, and Trustee Thering

Excused:

Clerk Cody, Treasurer Rice, and Trustee Brown

Approval of Agenda

Bills moved **Hauck** supported to approve the agenda as presented. **Vote: Ayes: 4 Nays: 0. Motion carried.**

Presentation

Public Hearings

Public Comment

Open: 7:03 p.m.

Matt Miller and Matt Motes, 2600 S. Summerton, commented in favor of the Mid-Michigan College Rezoning Map Amendment.

Closed: 7:04 p.m.

Closed Session

Reports/Board Comments

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

Hauck moved **Bills** supported to appoint Breanna Moeggenberg to the Zoning Board of Appeals with a term ending 12/31/2022. **Vote: Ayes: 3 Nays: 1. Motion carried.**

B. Board Member Reports

Bills – gave an update on the Isabella County Board of Commissioners meeting held on August 2nd.

Consent Agenda

- A. Communications
- B. Minutes – July 27, 2022 – Regular Meeting
- C. Accounts Payable
- D. Payroll
- E. Meeting Pay

F. Fire Reports

Hauck moved **Bills** supported to approve the consent agenda as presented. **Vote: Ayes: 4 Nays: 0. Motion carried.**

New Business

A. Discussion/Action: (Stuhldreher) Introduction and First Reading of the PREZ22-02 Mid-Michigan College Rezoning Map Amendment

Bills moved **Hauck** supported to introduce and conduct a First Reading for the PREZ22-02 Zoning Map Amendment request from Mid-Michigan College to rezone three (3) parcels totaling 2.59 acres of land (PID 14-013-40-002-22, -003-00, and -012-00) on the west side of S. Summerton Road in the southeast quarter of Section 13 from R-1 (Rural Residential District) to B-4 (General Business District). **Vote: Ayes: 4 Nays: 0. Motion carried.**

EXTENDED PUBLIC COMMENT: RESTRICTED TO 5 MINUTES REGARDING ANY ISSUE

Open 7:18 p.m.

No comments were offered.

Closed: 7:18 p.m.

MANAGER COMMENTS

- Provided updates on the sidewalk projects on Remus Rd. to Bradley Rd., Lincoln Rd from Lux Funeral Home north to the Township Hall, and Remus Rd heading south on Lincoln Rd.

FINAL BOARD MEMBER COMMENTS

Hauck – commented on inquires he received from concerned citizens regarding the parking lot repairs. Invited the public to join our meetings.

Thering – Inquired on the Global Ends report. Commented on the need for sidewalks on Bluegrass to Isabella.

Bills – Excited about Camille’s on the River Iron Chief Competition and Thursdays in the Park at Island Park on August 11th.

Mielke – Excited about the progress of the sidewalk projects. Commented on better ways to reach more of the public.

ADJOURNMENT

Bills moved **Thering** supported to adjourn the meeting at 7:36 p.m. **Vote: Ayes: 4 Nays: 0. Motion carried.**

APPROVED BY:

Lisa Cody, Clerk

Bryan Mielke, Supervisor

(Recorded by Tera Green)

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 101 POOLED CHECKING						
08/18/2022	101	548 (E)	00146	CONSUMERS ENERGY	1933 S ISABELLA RD 5144 BUDD ST 5142 BUDD ST 1660 BELMONT DR 2270 NORTHWAY DR 2055 ENTERPRISE DR 5525 E REMUS RD 5537 E BROADWAY RD 5240 E BROOMFIELD RD 590536920 4795 S MISSION ST 4794 S MISSION ST 4244 E BLUE GRASS RD 5076 S MISSION RD 4822 ENCORE BLVD	481.26 33.94 82.17 95.69 33.39 268.68 59.00 62.05 892.30 50.84 2,736.09 245.05 55.13 923.17 101.08
						6,119.84
08/24/2022	101	23935	01086	ALMA ABSTRACT & TITLE	UB refund for account: 02732	81.84
08/24/2022	101	23936	01703	AMAZON CAPITAL SERVICES	SHIPPING LABELS PHONE CORDS FOR WATER PLNT	10.98 29.97
						40.95
08/24/2022	101	23937	00095	C & C ENTERPRISES, INC.	WYPALL TOWELS/KRAFT WRAPPING PAPER	130.75
08/24/2022	101	23938	01791	CENTRAL MICHIGAN ASSOC OF REALTORS	REFUND - JAMESON HALL DEPOSIT	250.00
08/24/2022	101	23939	00129	CMS INTERNET, LLC	MANAGED IT, EMAIL & PHONE SERVICE - AUG	5,520.01
08/24/2022	101	23940	01242	CULLIGAN WATER	WWTP-WATER COOLER RENT AUG 22 - JULY 23 COOLER RENT 8/1-8/31/22 - ISABELLA ACCT#	107.52 63.50
						171.02
08/24/2022	101	23941	00231	FOUR SEASON'S EXTERMINATING	TWP HALL INSP/TREATMENT - AUG 2022	40.00
08/24/2022	101	23942	00261	GRAINGER	COAL TAR EPOXY	196.84
08/24/2022	101	23943	00324	ISABELLA CORPORATION	FILL SAND & CRUSHED CONCRETE 5130 BERTSH	875.00
08/24/2022	101	23944	00333	ISABELLA COUNTY ROAD COMMISSION	GRAVEL ON MILLBROOK-WHITEVILLE TO LINCOL	8,012.93
08/24/2022	101	23945	00337	ISABELLA COUNTY TREASURER	2010 WATER SUPPLY BOND PMT 2010 WTR BONDS PAYING AGENT FEES	133,888.75 750.00
						134,638.75
08/24/2022	101	23946	01790	LINDA FIRST	REFUND - CANCELLED MCD PAVILLION RENTAL	84.00
08/24/2022	101	23947	00494	NORTH CENTRAL LABORATORIES	PHOSPHORUS/AMMONIA - TESTING SUPPLIES	1,794.27
08/24/2022	101	23948	00497	NORTHERN INDUSTRIAL SUPPLY	SMART SENSOR FOR MOUNTED BEARINGS	816.92
08/24/2022	101	23949	01789	OHM ADVISORS	ZALUD GRAVEL EXTRACTION-PROFESSIONAL SER	2,520.00
08/24/2022	101	23950	01007	RITE-WAY ASPHALT PAVING	TWP HALL PARKING LOT RESURFACING	37,711.00
08/24/2022	101	23951	00597	SHERWIN WILLIAMS	PAINT FOR JAMESON PARK	191.00
08/24/2022	101	23952	00668	UNITED PARCEL SERVICE	WATER SAMPLE SHIPPING	16.64
08/24/2022	101	23953	00710	WEBB CHEMICAL SERVICE	FERRIC CHLORIDE SOLUTION	7,948.53

101 TOTALS:

Total of 20 Checks:	207,160.29
Less 0 Void Checks:	0.00
Total of 20 Disbursements:	207,160.29

Charter Township of Union Payroll
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CHECK DATE: August 18, 2022

PPE: August 13, 2022

NOTE: PAYROLL TRANSFER NEEDED

General Fund	\$	36,862.84
Fire Fund		
EDDA		
WDDA		
Sewer Fund		39,623.23
Water Fund		27,316.14
Total To Transfer from Pooled Savings	\$	103,802.21

NOTE: CHECK TOTAL FOR TRANSFER

Gross Payroll	\$	66,814.88
Employer Share Medicare		960.51
Employer Share SS		4,106.96
SUI		43.00
Pension-Employer Portion		5,273.64
Workers' Comp		460.69
Life/LTD		-
Dental		1,314.76
Health Care		24,728.97
Vision		-
Vision Contribution		-
Health Care Contribution		-
Flex Administrators		40.00
Cobra/Flex Administration		58.80
PCORI Fee		-
Total Transfer to Payroll Checking	\$	103,802.21

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

(See Governance Policy 3.10 for additional details)

BOARD MEMBER: Bill Hancock

MONTH, YEAR: 7-2022

Date MM/DD	Meeting	Time Attended		Total
		1hr or less	More than Hr	
9-7	Elections Commission			75.00
7-14	ICRC		X	75.00
7-20	Council of Governments	X		50.00

Signature: Bill Hancock

Date: 8-12-22

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, August 18, 2022



Alarm Date between 2022-08-08 and 2022-08-14

District	NFIRS Number	Alarm Date	Incident Type Code	Incident Type	Apparatus Name	Personnel Count	Alarms
Union Township	0000627						
		8/8/2022 11:20:05 AM	322	Motor vehicle accident with injuries	ENG 32	2	3
		8/8/2022 11:20:05 AM	322	Motor vehicle accident with injuries	POV	7	3
		8/8/2022 11:20:05 AM	322	Motor vehicle accident with injuries	Rescue 31	1	3
						Total Responding 10	
Union Township	0000628						
		8/8/2022 5:46:20 PM	611	Dispatched & canceled en route	SQ 31	1	1
		8/8/2022 5:46:20 PM	611	Dispatched & canceled en route	ENG 31	2	1
						Total Responding 3	

Union Township	0000631						
		8/9/2022 5:57:43 PM	322	Motor vehicle accident with injuries	ENG 32	8	3
						Total Responding 8	
Union Township	0000638						
		8/12/2022 1:50:24 PM	611	Dispatched & canceled en route	ENG 32	3	1
						Total Responding 3	
	Total Runs 4					Total Responding 24	

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:** August 15, 2022

FROM: Kim Smith – Public Services Director **DATE FOR BOARD CONSIDERATION:** August 24, 2022

ACTION REQUESTED: Approval of the bid from Mt. Pleasant Sash and Door in the amount of \$13,194.44 for the installation of fencing and one sliding gate around the perimeter of the Lincoln Road Water Tower.

Current Action Emergency

Funds Budgeted: If Yes Account # 591-536-933.300 No N/A

Finance Approval _____

BACKGROUND INFORMATION

Every five years EGLE conducts a Sanitary Survey of the Township’s Community Water System. During the survey EGLE reviews things such as source water (wells), water treatment, distribution system, finished water storage, pumping capacity, monitoring and reporting, system management and operations, operator compliance, security, and system financials. The 2020 EGLE Sanitary Survey, the results of which were received in 2021, noted under the security section of the inspection that the Lincoln Road Water Tower needs a fence installed around the perimeter of the water tower. In order to be in compliance with this requirement the FY2022 Approved Water Budget includes funding for the installation of the fence and a sliding gate. The Public Services Department contacted four fence installation companies two of which submitted bids.

The bids are as follows:

Supplier	Bid Amount
Mt. Pleasant Fence Sash & Door	\$13,194.44
Steve Ley Fencing	\$17,400.00

SCOPE OF SERVICES

Installation of black chain link fence and one sliding gate around the perimeter of the Lincoln Road Water Tower.

JUSTIFICATION

The installation of this fencing was noted in the 2020 EGLE Sanitary Survey of the Township’s Community Water Supply as an item to be completed.

PROJECT IMPROVEMENTS

The following Board of Trustees goals are addressed with this request (from Policy 1.0: Global Ends)

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

COSTS

\$13,194.44

PROJECT FUNDING

Funds are included in the FY2022 Approved Water Budget for the installation of fencing around the perimeter of the Lincoln Road Water Tower.

PROJECT TIME TABLE

Fall 2022

RESOLUTION

Approval of the bid from Mt. Pleasant Sash and Door in the amount of \$13,194.44 for the installation of fencing and one sliding gate around the perimeter of the Lincoln Road Water Tower.

Resolved by _____ Seconded by _____

Yes:
No:
Absent:

Sanitary Survey of Community Water Supply - Review Summary

Water Supply: Union Township
 County: Isabella
 Evaluator: Kristin Bailey

WSSN: 06725
 District: 21
 Date: 10/13/2020

Category	Comment	N/A	NotEv	NoD/R	Rec	Def	SigDef
Source							
Construction & Maintenance					x		
Standby Power					x		
Isolation					x		
Source Water Protection					x		
Capacity					x		
Treatment						x	
Disinfection	<i>Chlorine injection points should be adjusted</i>					x	
Fluoride		x					
Phosphate Addition				x			
Softening		x					
Iron/Manganese Removal				x			
Arsenic Removal		x					
Pretreatment		x					
Filtration (gravity or membranes)				x			
C*T		x					
Other	<i>Recommend using scales for all chemicals</i>					x	
Distribution System						x	
Interconnections w/ Other WS				x			
Hydrants & Valves	<i>Valves should be exercised regularly</i>					x	
Service Lines & Metering				x			
General Plan				x			
Cross Connections				x			
Construction & Maintenance	<i>Need SOP for isolating/repairing/disinfect main breaks</i>					x	
Capacity				x			
Finished Water Storage						x	
Construction & Maintenance	<i>Inspections should be completed every 5 years</i>					x	
Controls	<i>Overflow/Vent screens should be #24 mesh, need cert form</i>					x	
Capacity	<i>Deerfield EST overflow needs to be reconfigured</i>					x	
Pumps (All Pumping Facilities)				x			
Construction & Maintenance				x			
Controls				x			
Capacity				x			
Monitoring & Reporting						x	
Bacteriological Monitoring				x			
Chemical Monitoring				x			
MOR or Annual Pumpage Report	<i>Iron Concentration should be reported on MORs</i>					x	
Consumer Confidence Report				x			
Analytical Capabilities				x			
System Management & Operations				x			
Owner Responsibility				x			
Capacity Development				x			
Reliability Study				x			
Operations Oversight				x			
Permits				x			
Operator Compliance				x			
Operator Certification				x			
Technical Knowledge & Training				x			
Security						x	
Emergency Response Plan				x			
Site Security (Fences, Alarms...)	<i>Lincoln EST needs a fence, ALL EST - entry alarms</i>					x	
Financial				x			
Rates				x			
Budget & Capital Imp. Plan				x			
Other		x					

N/A - Not Applicable
 Rec - Recommendations Made

NotEv - Not Evaluated
 Def - Deficiencies Identified

NoD/R - No Deficiencies/Recommendations Made
 SigDef - Significant Deficiencies Identified

MT.PLEASANT FENCE SASH & DOOR
 VISIT US AT MPSASHDOOR.COM
 1315 S MISSION RD
 MT.PLEASANT, MI 48858
 PH:989-773-7892 FAX:989-772-2539

Contractor License 2102112582
 Federal Tax ID EIN-38-3110952

P/O#:	Cust State Tax ID: 111111111111111	Workorder: W00020452
Taken By:	Cust Fed Tax ID:	
Installer:	Ship Via:	
SalesRep:	Adv. Code:	Date: 6/20/2022 Time: 12:33 PM

Bill To: UNION TOWNSHIP

Sold To: UNION TOWNSHIP

UNION TOWNSHIP
 2010 S LINCOLN RD
 MT PLEASANT, MI 48858

LINCOLN WATER TOWER
 CORNER OF LICOLN AND PICKARD

772-4600 FAX: 773-1988

Qty	Part Number	Description	Sell	Total
270	6'CH FENCE 11 1/2 GA	6' CHAINLINK FENCE 11 1/2 GAUGE 5/22	\$11.10	\$2,997.20
Note: All posts are driven MISS DIG does not mark sprinkler systems, or private electric gas, or telephone lines. These should be marked by others. We are not responsible for hitting anything not marked or not marked correctly. THIS PRICE IS A BALL PARK FIGURE AND CANNOT BE GUARANTEED BECAUSE OF RAPIDLY CHANGING STEEL PRICES.				
4	2 3/8 TERM 6'2W	2 3/8" TERMINAL FOR 6' FENCE 3/22		
1	CANTILEVER-16	16 X 6' HIGH CANTILEVER GATE W/ HARDWARE GALV.	\$4,755.05	\$4,755.05
1	LABOR FENCE	FENCE LABOR	\$2,080.00	\$2,080.00
1	MISC	----- BLACK OPTION -----	\$0.00	\$0.00
270	COLOR CHAINLINK6	VINYL COVERED CHAINLINK FENCE 6'	\$17.38	\$4,692.20
4	COLOR TERMINAL 6	2-W 6' VINYL COVERED TERMINAL 3-22		
1	CANTILEVER-16	16 X 6' HIGH CANTILEVER GATE W/ HARDWARE BLACK	\$6,422.24	\$6,422.24
1	LABOR FENCE	FENCE LABOR	\$2,080.00	\$2,080.00

Total:

Sub Total \$23,026.69

Tax: \$0.00

Total: \$23,026.69

Customer's Signature: _____

Balance: \$23,026.69

PROPOSAL

STEVE LEY FENCING
3152 N MERIDIAN
MT PLEASANT MI 48858
989-205-7112

Union Township
Mt. Pleasant, MI 18858

June 07, 2022

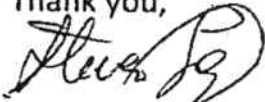
Project: Installing new 6ft. chain link fence Black
Approx...: 270ft.
Project Location: The water tower next to the township hall on Lincoln Rd
PER: SHAWN McBRIDE

Will be using:

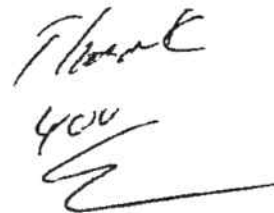
Chain link fence 2" x 2B8ga.x 6ft. KK Black (9ga. core)
Top rail 1 5/8" x 14ga. Black 9ga. bottom tension wire black
Terminal posts 3" x 10 1/2ft. and roller gate posts 3" x 12ft. x SP 40 Black
Gate posts cemented in all other posts will be driven in
Line posts 2 1/2" x 9ft. x SP 40 Black driven in
One 16ft. wide x 6ft. high double drive gate 2" x 14ga. welded frame Black
All Hardware to complete the project
The cost for the materials installed: \$15,400.00
Add for the roller gate instead of the swing gate Black: +\$2,000.00

Any questions please
Call 989-205-7112

Thank you,



Steve Ley,
Owner





Drawing not to scale - for
informational purposes
only



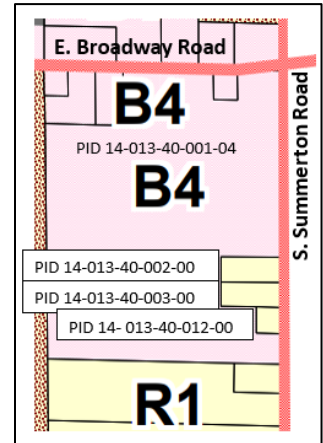
To: Board of Trustees **DATE:** August 16, 2022
FROM: Mark Stuhldreher, Township Manager **DATE FOR BOARD CONSIDERATION:** 8/24/2022
ACTION REQUESTED: To conduct a Second Reading for and to adopt the PREZ 22-02 Zoning Map Amendment as requested by Mid Michigan College to rezone three (3) parcels totaling 2.59 acres of land (PID 14-013-40-002-00, -003-00, and -012-00) on the west side of S. Summerton Road in the southeast quarter of Section 13 from R-1 (Rural Residential District) to B-4 (General Business District).

BACKGROUND INFORMATION

Mid Michigan College submitted a preliminary site plan application for the development of an athletic sports complex located at their Mt. Pleasant campus. The area involved a total of 47 acres spanning over four (4) separate parcels. During the staff review of the application, it was noted that three (3) of the parcels (approximately 2.59 acres) are currently zoned R-1, Rural Residential District. Unfortunately, the R-1 District does not include colleges as an allowable use, meaning the associated athletic fields cannot be allowed as an accessory use if they are located in this zoning district. There is also no allowance for outdoor recreation facilities in the R-1 District.

Existing Zoning

At right is an excerpt from the Township’s Official Zoning Map showing the subject parcels and the existing zoning district arrangement. These three (3) parcels were purchased in the past by the College with the intention for future development. They are currently vacant. All existing College facilities are located on the larger B-4 parcel. For the College’s planned athletic fields development project to move forward, these three (3) parcels would need to be zoned B-4, General Business, and the College would need to take action to apply to the Township Assessor for a land combination of all four (4) parcels into one (1) new parcel.



Planning Commission Hearing and Recommendation

The Planning Commission held a public hearing on the rezoning request during their July 19, 2022 regular meeting. Following the hearing and their deliberation, the Commission adopted the following motion by a unanimous roll call vote:

Thering moved Gross supported to recommend to the Township Board of Trustees that the PREZ22-02 Zoning Map Amendment to rezone three (3) parcels totaling 2.59 acres of land (PID 14-013-40-002-00, -003-00, and -012-00) on the west side of S. Summerton Road in the southeast quarter of Section 13 from R-1 (Rural Residential District) to B-4 (General Business District) be adopted based on the following findings and conclusions:

- 1. This rezoning is fully consistent with the Master Plan’s goals, objectives, and policies for the Recreation/Institutional area as designated on the Future Land Use map.**

2. The subject parcels were all purchased by Mid-Michigan College between 2012 and 2017.
3. The College has no plans to use the existing parcels for any residential purpose.
4. The proposed rezoning will not create any special privilege, result in unlawful exclusionary zoning or set an inappropriate precedent.
5. No adverse impacts are anticipated by the proposed rezoning or development of the lot consistent with Zoning Ordinance requirements.

Summary of Public Meetings and Notices

The following is a summary of public notices and meetings for the application:

Date	Event	Actions
July 19, 2022	Regular in-person meeting of the Planning Commission	Public hearing, deliberation, and action to recommend the proposed rezoning to the Board of Trustees for adoption.
August 10, 2022	Regular in-person meeting of the Board of Trustees	Introduction and First Reading of the application and amendatory ordinance.
August 11, 2022	Summary of the proposed ordinance and notice of the date, time, and place of the Second Reading per requirements of the Charter Township Act (Public Act 359 of 1947, as amended).	Posting of the summary, notice, and the amendatory ordinance at the Township Hall and under “Announcements” on the Township’s website.
August 14, 2022		Publication of the summary and notice in The Morning Sun newspaper.
August 24, 2022	Regular in-person meeting of the Board of Trustees	Second Reading and consideration of the amendatory ordinance for adoption.

SCOPE OF SERVICES

Introduction and First Reading of the proposed PREZ 22-02 Zoning Map Amendment request to rezone three (3) parcels totaling 2.59 acres of land (PID 14-013-40-002-00, -003-00, and -012-00) from R-1 (Rural Residential District) to B-4 (General Business District).

JUSTIFICATIONS

In their 7/19/2022 motion to recommend to the Township Board of Trustees that the PREZ 22-02 Zoning Map Amendment be adopted, the Planning Commission identified five (5) 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 the common good**

- 2. Prosperity through economic diversity, cultural diversity, and social diversity
- 6. Commerce

Adoption of the requested rezoning would place the entire Mid Michigan College campus under one (1) unified zoning classification, which would be consistent with fair and non-discriminatory code enforcement (1.1.1.2.). The rezoning would facilitate the future development of new athletic fields on the campus, which can help to attract new residents and visitors to the community (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 for and to adopt the PREZ 22-02 Zoning Map Amendment as requested by Mid Michigan College to rezone three (3) parcels totaling 2.59 acres of land (PID 14-013-40-002-00, -003-00, and -012-00) on the west side of S. Summerton Road in the southeast quarter of Section 13 from R-1 (Rural Residential District) to B-4 (General Business District).

Resolved by _____ Seconded by _____

Yes:

No:

Absent:

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

ORDINANCE NO. _____

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 – PREZ22-02 Rezoning Request

The Official Zoning Map shall be amended to rezone three (3) parcels totaling 2.59 acres of land (PID 14-013-40-002-00, -003-00, and -012-00) on the west side of S. Summerton Road in the southeast quarter of Section 13 from R-1 (Rural Residential District) to B-4 (General 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 _____, 2022, after initiation and a public hearing by the Planning Commission on July 19, 2022 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 August 10, 2022 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 _____, 2022, 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 amendatory ordinance was adopted at a meeting of the Charter Township of Union Board of Trustees on the _____ day of _____, 2022, at which the following named members of the Charter Township of Union Board of Trustees were present and voted in person as follows:

<u>Board of Trustees</u>	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>	<u>Abstain</u>
Supervisor Bryan Mielke	_____	_____	_____	_____
Clerk Lisa Cody	_____	_____	_____	_____
Treasurer Kim Rice	_____	_____	_____	_____
Trustee Connie Bills	_____	_____	_____	_____
Trustee Jeff Brown	_____	_____	_____	_____
Trustee Bill Hauck	_____	_____	_____	_____
Trustee James Thering	_____	_____	_____	_____

I further certify that a notice of adoption of this amendatory ordinance was published in the Morning Sun, a newspaper of general circulation within the Charter Township of Union on the _____ day of _____, 2022 and that proof of same is filed in the Charter Township of Union Ordinance Book.

Certification Date: _____, 2022

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: _____, 2022

Charter Township of Union

APPLICATION FOR REZONING APPROVAL

A completed application will contain all information required per the Zoning Ordinance, Section 14.5 (Amendments); including:

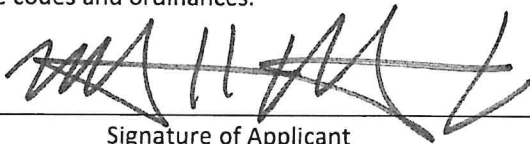
- Response to Rezoning Criteria (Section 14.5.G.)
- Vicinity Map and Survey/Drawing (Section 14.5.F.1.d.)

Name of Proposed Development/Project		Mid Michigan College - Mt. Pleasant Athletic Complex	
Common Description of Property & Address (if issued)		Mid Michigan College - Mt. Pleasant Athletic Complex 2600 Summerton Road	
Applicant's Name(s)		Hobbs and Black Architects (c/o Martin H. Ruitter Jr.)	
Phone/Fax numbers	517-484-4870/517-484-1369	Email	mruiter@hobbs-black.com
Address	117 East Allegan	City:	Lansing
		Zip:	48933

Legal Description:	<input type="checkbox"/> Attached	<input checked="" type="checkbox"/> Included on Survey	Tax Parcel ID Number(s): see attachment for all parcels
Existing Zoning: R-1 Land Acreage: 1+1+.59 Existing Use(s): vacant land used to support college operations			
<input checked="" type="checkbox"/> ATTACHED: Letter describing the proposed land uses and reasons for the requested zoning change.			

Firm(s) or Individuals(s) who prepared the Land Survey/Drawing	1. Name: <u>ROWE Professional Services Co.</u> Phone: <u>989-772-2138</u> Email: <u>tgunder@rowepsc.com</u> 2. Address: <u>127 S. Main Street</u> City: <u>Mt. Pleasant</u> State: _____ Zip: <u>48858</u> Contact Person: <u>Troy R. Gunder, P.E.</u> Phone: <u>989-772-2138</u>
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>Mid Michigan College</u> Phone: <u>989-386-6622</u> Address: <u>1375 S. Clare Ave.</u> City: <u>Harrison</u> State: _____ Zip: <u>48625</u> Signature: <u><i>Shawn K. Louie</i></u> Interest in Property: <u>Owner</u> 2. Name: _____ Phone: _____ Address: _____ City: _____ State: _____ Zip: _____ Signature: _____ Interest in Property: _____

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 rejection of the application. Approval of any requested zoning change shall not constitute the right to violate any provisions of the Zoning Ordinance or other applicable codes and ordinances.



Signature of Applicant

6/21/22

Date

Office Use Only

Application Received By: _____ Fee Paid: \$ _____

Date Received: _____ Escrow Deposit Paid: \$ _____

MID MICHIGAN COLLEGE

ATTACHMENT – REZONING APPLICATION

TAX PARCELS TO BE REZONED:

Parcel # 1: 2790 S. Summerton Rd., Mt. Pleasant, MI 48858

Parcel Number: 14-013-40-002-00

Legal Description: T14N, R4W, Sec 13, COMM 132 FT N of SE COR OF NE ¼ OF SE ¼ TH W 330 FT N 132 FT E 330 FT S 132 FT TO POB

Parcel #2: 2794 S. Summerton Rd., Mt. Pleasant, MI 48858

Parcel Number: 14-013-40-003-00

Legal Description: T14N R4W, SEC 13; COM AT SE COR OF NE ¼ OF SE ¼ TH W 330 FT TH N 132 FT TH E 330 FT TH S 132 FT TO POB

PARCEL #3: 2800 S. Summerton Rd., Mt. Pleasant, MI 48858

Parcel Number: 14-013-40-012-00

T14N R4W, SEC 13; N 137 FT OF E 159 FT OF SE ¼ OF SE ¼ SEC 13

June 21, 2022

Charter Township of Union
2010 S. Lincoln
Mt. Pleasant, MI 48858

RE: Rezoning Application –
Mid Michigan College

To Whom it May Concern:

Mid Michigan College is requesting the rezoning of three (3) individual properties that are contiguous to its campus in Union Township at 2600 S. Summerton Rd. These parcels are currently zoned residential and the College is requesting they be rezoned to B4 (General Business) to be consistent with other parcels owned by the College. This will facilitate future development of the College's campus for the benefit of the greater community. Following is Mid Michigan College's response to item G. Findings of Fact Required, which is provided as an attachment to the township's rezoning application.

1. **Evaluation of existing and proposed zoning districts:** The three parcels requested for rezoning from R1 to B4 are adjacent to B4 zoning to the North, East, and South. To the west, across Summerton Rd. is Chippewa Township. Once rezoned, the parcels will be incorporated into development of the site as an athletic complex, including a baseball field and softball field, as well as associated uses. This planned development and rezoning request is consistent with the Recreational/Institutional Future Land Use classification of all three parcels. Further, the current zoning status of the three parcels as R-1, surrounded by B4 zoning is likely to be prohibitive for any future residential use of the parcels.
2. **Apparent demand:** Mid Michigan College is seeing continued strong demand for extra-curricular activities, as supported by the proposed development for which the rezoning is requested. The rezoning of the three parcels with a total area of 2.59 acres is a relatively minor addition to a much larger 37+ acre site. However, the rezoning of the parcels is critical to development of the new facility, as the site has unique features that constrain development. The addition of the new athletic complex will attract visiting teams and fans to the township and surrounding area to support continued economic development.

3. **Availability of public services and infrastructure:** Access to the site will be from E. Broadway Road to the North and from Summerton to the East, and the site will connect to utilities that serve the existing Mid Michigan College facility. The addition of the athletic complex will not create significant new demands for public utility services, and it represents a small change in impervious surface, as the vast majority of the site will remain as athletic fields with appropriate drainage and stormwater management facilities.
4. **Consistency with the Master Plan:** The three sites for which a rezoning is requested are identified as recreational/institutional in the Union Charter Township Future Land Use map available on the township's website. This is consistent with the classification of the surrounding parcel.
5. **Additional factors:** The requested rezoning represents a change in the zoning map to be consistent with the planned future land use of the area according to the township's master plan. Additionally, the presence of wetlands and efforts by Mid Michigan College to minimize any negative effects on natural features require the athletic complex to shift toward the western portion of the site, where the three subject parcels are located.

Thank you for your consideration in this matter.

Best Regards,

MID MICHIGAN COLLEGE

DRAWING INDEX

GENERAL:

A-000 TITLE SHEET DRAWING INDEX

CIVIL

C-100 SITE NOTES
C-101 SITE LEGEND
C-102 SITE DETAILS
C-103 SITE DETAILS
C-104 SITE DETAILS

C-200 EXISTING CONDITIONS
C-201 DEMOLITION PLAN NORTHEAST
C-202 DEMOLITION PLAN SOUTHEAST
C-203 DEMOLITION PLAN NORTHWEST

C-300 OVERALL SITE PLAN
C-301 SITE PLAN NORTHEAST
C-302 SITE PLAN SOUTHEAST
C-303 SITE PLAN NORTHWEST

C-400 GRADING PLAN NORTHEAST
C-401 GRADING PLAN SOUTHEAST
C-402 GRADING PLAN NORTHWEST

C-500 UTILITY PLAN
C-600 LANDSCAPE PLAN

ARCHITECTURAL:

A-100 TRAINING BUILDING FLOOR PLAN
A-101 MAINTENANCE BUILDING FLOOR PLAN
A-102 BASEBALL HOME DUGOUT PLANS
A-103 SOFTBALL HOME DUGOUT PLANS
A-104 ANNOUNCERS BOOTH PLANS
A-110 ENLARGED AND MEZZANINE FLOOR PLAN

A-300 EXTERIOR ELEVATIONS TRAINING BUILDING
A-301 EXTERIOR ELEVATIONS MAINTENANCE BUILDING
A-302 EXTERIOR ELEVATIONS BASEBALL DUGOUTS
A-303 EXTERIOR ELEVATIONS SOFTBALL DUGOUTS
A-304 EXTERIOR ELEVATIONS ANNOUNCER BOOTH

Preliminary Site Plan Review Application



NEW SPORTS COMPLEX

2600 South Summerton Road
Mt. Pleasant, Michigan

ARCHITECTURAL:

HOBBS + BLACK ARCHITECTS
117 E. ALLEGAN
LANSING, MI 48933
PH: (517) 484-4870

CIVIL:

ROWE ENGINEERING & SURVEYING
127 S MAIN STREET
MT PLEASANT , MI 48858

MECHANICAL & ELECTRICAL ENGINEER:

PETER BASSO AND ASSOCIATES
5145 Livernois, Suite 100
Troy, MI 48098
PH: (248) 879-5666

STRUCTURAL:

JDH STRUCTURAL ENGINEERS
3000 IVANREST SW, SUITE B
GRANDVILLE, MI 49418
PH: (616) 531-6020



NORTH
VICINITY MAP
SCALE - N.T.S.

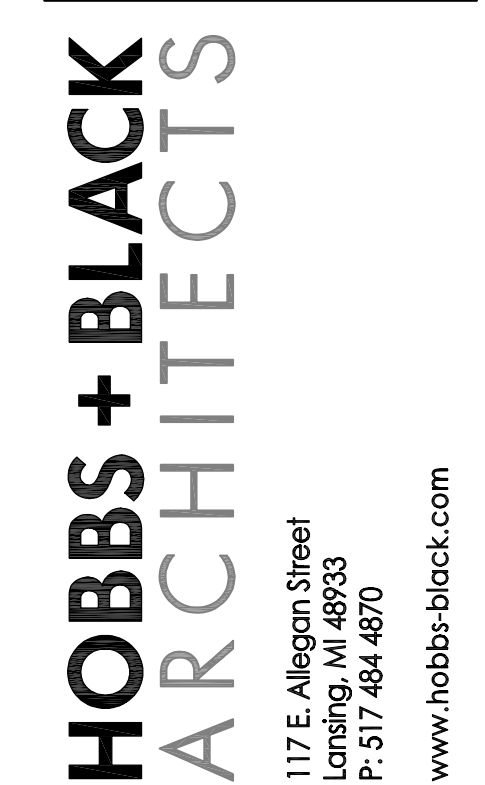
BUILDING HEIGHTS AND AREAS

TRAINING BUILDING		DUGOUTS SOFTBALL	
FIRST FLOOR	10,647 sf	HOME	468 sf
MEZZANINE	831 sf	VISITORS	355 sf
BUILDING HEIGHT	25'-5"	BUILDING HEIGHT	11'-0"
MAINTENANCE BUILDING		ANNOUNCERS BOOTH BASEBALL	
FIRST FLOOR	10,647 sf	FIRST FLOOR	112 sf
MEZZANINE	564 sf	SECOND FLOOR	112 sf
BUILDING HEIGHT	25'-5"	BUILDING HEIGHT	19'-6"
DUGOUTS BASEBALL		ANNOUNCERS BOOTH SOFTBALL	
HOME	612 sf	FIRST FLOOR	112 sf
VISITORS	504 sf	SECOND FLOOR	112 sf
BUILDING HEIGHTS	11'-0"	BUILDING HEIGHT	19'-6"

Drawing: P:\2022\2703\03\DWG\SITE PLAN REVIEW\517\TA000 - site plan review.dwg
Date: May 26, 2022, 4:31 pm
Layout: A-000
Plotted by: jmcormier

PRELIM. SITE PLAN REVIEW 5/31/2022
DATE ISSUED

DRAWN BY
CHECKED BY



PROJECT

CONSULTANT

TITLE SHEET

SHEET TITLE

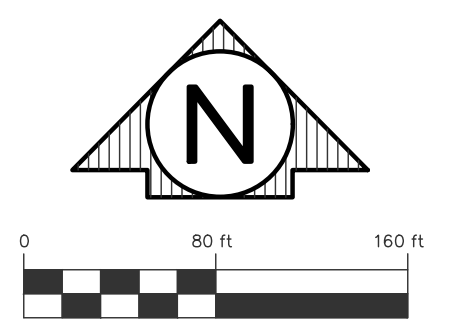
22-703

PROJECT NUMBER

A-000

SHEET NUMBER





LEGAL DESCRIPTION

PARCEL #14-013-40-001-04
 PART OF THE EAST ONE-HALF OF THE SOUTHEAST ONE-QUARTER OF SECTION 13, T14N, R4W, UNION TOWNSHIP, ISABELLA COUNTY, STATE OF MICHIGAN DESCRIBED AS: BEGINNING AT THE EAST ONE-QUARTER CORNER OF SAID SECTION 13; THENCE N 88° 57' 50" W, ALONG THE EAST-WEST ONE-QUARTER LINE, 264.00 FEET; THENCE S 00° 22' 03" E, PARALLEL TO THE EAST SECTION LINE, 165.00 FEET; THENCE N 88° 57' 50" W, PARALLEL TO SAID EAST-WEST ONE-QUARTER LINE, 132.00 FEET; THENCE N 00° 22' 03" W, PARALLEL TO SAID EAST SECTION LINE, 165.00 FEET TO THE EAST-WEST ONE-QUARTER LINE; THENCE N 88° 57' 50" W, ALONG SAID EAST-WEST ONE-QUARTER LINE, 500.44 FEET; THENCE S 00° 33' 46" E, 330.00 FEET; THENCE N 88° 57' 50" W, PARALLEL TO SAID EAST-WEST ONE-QUARTER LINE, 447.00 FEET TO THE EAST ONE-EIGHTH LINE; THENCE S 00° 33' 41" E, ALONG SAID EAST ONE-EIGHTH LINE, 1336.11 FEET; THENCE N 89° 37' 57" E, 1337.40 FEET TO THE EAST SECTION LINE; THENCE N 00° 22' 03" W, ALONG SAID EAST SECTION LINE, 179.98 FEET; THENCE N 88° 54' 19" W, PARALLEL TO THE SOUTH ONE-EIGHTH LINE, 159.00 FEET; THENCE N 00° 22' 03" W, PARALLEL TO SAID EAST SECTION LINE, 137.00 FEET TO THE SOUTH ONE-EIGHTH LINE; THENCE N 88° 54' 19" W, ALONG SAID SOUTH ONE-EIGHTH LINE, 171.00 FEET; THENCE N 00° 22' 03" W, PARALLEL TO SAID EAST SECTION LINE, 264.00 FEET; THENCE S 88° 54' 19" E, PARALLEL TO SAID SOUTH ONE-EIGHTH LINE, 330.00 FEET TO THE EAST SECTION LINE; THENCE N 00° 22' 03" W, ALONG SAID EAST SECTION LINE, 1052.22 FEET BACK TO THE PLACE OF BEGINNING. THIS PROPERTY IS SUBJECT TO AN EASEMENT FOR THE INSTALLATION AND MAINTENANCE OF PUBLIC UTILITIES WITHIN THE RIGHT-OF-WAY OF BROADWAY ROAD AND SUMMERTON ROAD, CONTAINING 44.4 ACRES AND BEING SUBJECT TO RESTRICTIONS, RESERVATIONS, EASEMENTS, RIGHTS-OF-WAY, ZONING, GOVERNMENTAL REGULATIONS, AND MATTERS VISIBLE, IF ANY, UPON OR AFFECTING SAID LANDS.

PARCEL #14-013-40-002-00
 COMMENCING 132 FEET NORTH OF THE SOUTHEAST CORNER OF THE NORTHEAST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 13, T14N, R4W, UNION TOWNSHIP, ISABELLA COUNTY, MICHIGAN; THENCE WEST 320 FEET; THENCE NORTH 132 FEET; THENCE EAST 330 FEET; THENCE SOUTH 132 FEET TO THE POINT OF BEGINNING.

PARCEL #14-013-40-003-00
 COMMENCING AT THE SOUTHEAST OF THE NORTHEAST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 13, T14N, R4W, CHARTER TOWNSHIP OF UNION, ISABELLA COUNTY, MICHIGAN; THENCE WEST 330 FEET, THENCE NORTH 132 FEET, THENCE EAST 330 FEET, THENCE SOUTH 132 FEET TO POINT OF BEGINNING.

PARCEL #14-013-40-012-00
 A PARCEL OF LAND DESCRIBED AS THE NORTH 137 FEET OF THE EAST 159 FEET OF THE SOUTHEAST QUARTER (SE 1/4) OF SECTION 13, T14N, R4W, UNION TOWNSHIP, ISABELLA COUNTY, MICHIGAN

EX STRUCTURE INVENTORY

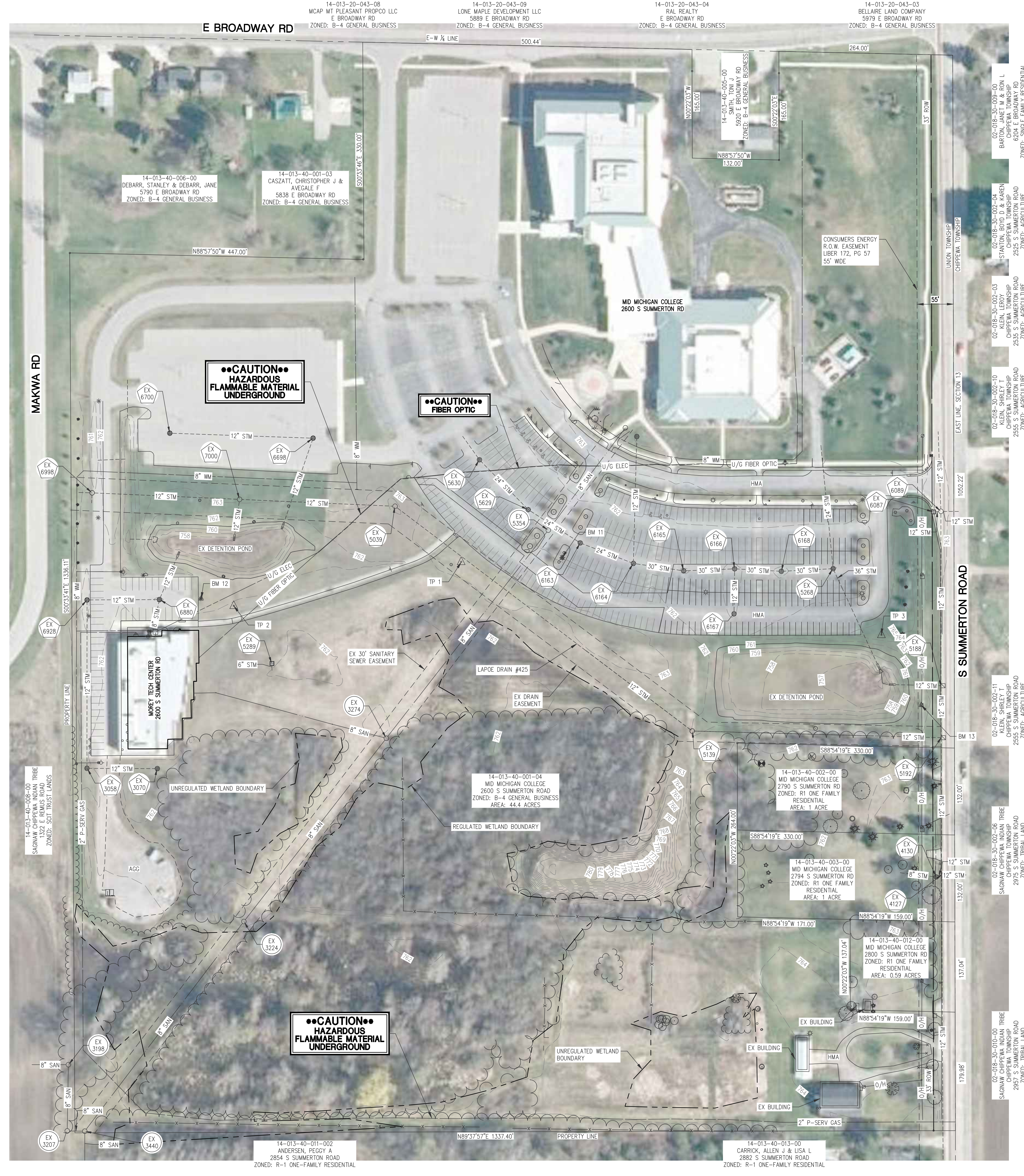
M#	TYPE	COVER	INVERT	M#	TYPE	COVER	INVERT	M#	TYPE	COVER	INVERT	M#	TYPE	COVER	INVERT
M# 3058	TYPE: STORM	COVER: BEEHIVE	12" RCP N INV.=757.85	M# 4130	TYPE: STORM	COVER: BEEHIVE	8" RCP N INV.=756.58	M# 5629	TYPE: STORM	COVER: FLAT GRATE	24" RCP NW INV.=756.74	M# 6163	TYPE: STORM	COVER: FLAT GRATE	24" RCP NW INV.=756.67
M# 3070	TYPE: STORM	COVER: BEEHIVE	12" RCP W INV.=758.25	M# 5039	TYPE: STORM	COVER: SOLID	12" RCP SE INV.=756.30	M# 5630	TYPE: STORM	COVER: FLAT GRATE	18" RCP NW INV.=756.79	M# 6164	TYPE: STORM	COVER: FLAT GRATE	30" RCP E INV.=756.68
M# 3198	TYPE: SANITARY	COVER: SOLID	8" PVC S INV.=750.90	M# 5139	TYPE: STORM	COVER: BEEHIVE	12" RCP NW INV.=755.90	M# 5865	TYPE: STORM	COVER: BEEHIVE	8" CPP NW INV.=758.33	M# 6165	TYPE: STORM	COVER: FLAT GRATE	30" RCP W INV.=756.61
M# 3207	TYPE: SANITARY	COVER: SOLID	8" PVC N INV.=750.53	M# 5188	TYPE: STORM	COVER: CURB INLET	12" RCP S INV.=755.62	M# 6087	TYPE: STORM	COVER: BEEHIVE	12" RCP E INV.=758.45	M# 6166	TYPE: STORM	COVER: FLAT GRATE	30" RCP W INV.=756.37
M# 3224	TYPE: SANITARY	COVER: SOLID	8" PVC NE INV.=751.46	M# 5192	TYPE: STORM	COVER: CURB INLET	12" RCP S INV.=755.68	M# 6089	TYPE: STORM	COVER: SOLID	12" RCP E INV.=758.45	M# 6167	TYPE: STORM	COVER: FLAT GRATE	30" RCP N INV.=756.57
M# 3274	TYPE: SANITARY	COVER: SOLID	8" PVC SW INV.=752.68	M# 5268	TYPE: STORM	COVER: FLAT GRATE	24" RCP S INV.=756.26	M# 6150	TYPE: STORM	COVER: SOLID	12" RCP W INV.=758.38	M# 6168	TYPE: STORM	COVER: FLAT GRATE	30" RCP E INV.=756.04
M# 3440	TYPE: SANITARY	COVER: SOLID	8" PVC S INV.=749.63	M# 5289	TYPE: STORM	COVER: FLAT GRATE	24" RCP S INV.=756.36	M# 6151	TYPE: STORM	COVER: SOLID	12" RCP N INV.=757.76	M# 6698	TYPE: STORM	COVER: FLAT GRATE	12" RCP W INV.=758.15
M# 4127	TYPE: STORM	COVER: CURB INLET	12" RCP E INV.=755.57	M# 5354	TYPE: SANITARY	COVER: SOLID	8" PVC NE INV.=754.50	M# 6700	TYPE: STORM	COVER: FLAT GRATE	24" RCP S INV.=756.39	M# 6700	TYPE: STORM	COVER: FLAT GRATE	12" RCP E INV.=758.39

BENCHMARK DATA TABLE

NUMBER	NORTHING	EASTING	ELEVATION	DESCRIPTION
BM 11	766298	13027153	764.98	BM 11
BM 12	766236	13026605	764.75	BM 12
BM 13	766074	13027699	763.78	BM 13

TRAVERSE POINT DATA TABLE

NUMBER	NORTHING	EASTING	DESCRIPTION
TP 1	766291.6960	13027000.2720	TP 1
TP 2	766224.9610	13026954.8100	TP 2
TP 3	766180.7600	13027638.5860	TP 3



PRELIM. SITE PLAN REVIEW 5/31/2022
 DATE ISSUED
 MAM DRAWN BY
 TRG CHECKED BY

HOBBS + BLACK ARCHITECTS
 117 E. Allegan Street
 Lansing, MI 48906
 P: 517.461.4670
 www.hobbs-black.com

MID MICHIGAN COLLEGE
 NEW SPORTS COMPLEX PROJECT

ROWE PROFESSIONAL SERVICES COMPANY
 CONSULTANT

EXISTING CONDITIONS
 SHEET TITLE
 22-703
 PROJECT NUMBER
 C-200
 SHEET NUMBER



Drawing: R:\Projects\22\MOI\3\DWG\Construction Drawings\SH-22\MOI\3-SURV.dwg
 Date: May 31, 2022, 8:56am
 Layout: EX CONDITIONS Plotted by: 759rjm

Charter Township of Union



To: Township Board of Trustees
From: Mark Stuhldreher, Township Manager
Subject: Policy Governance Review
Date: August 18, 2022

Policy Review: 2.9 - Collaboration with Other Entities
Type of Review: Internal
Review Interval: Annual
Review Month: August 2022

Policy Wording

In order to maximize achievement of Ends, the Township Manager shall not fail to explore strategic partnerships and intergovernmental cooperation, and to optimize collaboration with other entities in the region where appropriate.

Manager Interpretation

Township Manager interprets this policy to indicate that professional relationships will be developed with community partners (public, private and non-profit) and that as appropriate, engage said partners in the exploration of collaborative service delivery opportunities, area wide communication efforts and that appropriate focus will be placed on the region and not solely within the corporate boundaries of the Township.

Justification for reasonability

The Township Manager has determined that the interpretation is reasonable based on the wording reflected in the policy itself.

Data

- The Township EDA provides financial support to the Mt. Pleasant Area Convention & Visitors Bureau, the Middle Michigan Development Corporation, co-sponsors the annual Festival of Banners program coordinated by Art Reach of Mid-Michigan along with other co-sponsors including City of Mt. Pleasant, Isabella Bank, Mercantile Bank, and the Saginaw Chippewa Indian Tribe.
- The Township Manager continues to provide technical support to the Mid-Michigan Aquatic Recreation Authority and the Township is collaborating with other entities in the County to support the future development of a regional Aquatics Center.

- The Township, along with the County and City jointly host the annual Leadership Luncheon which is attended by representatives of CMU, Saginaw Chippewa Indian Tribe, and other area elected officials.
- Under the leadership of the Isabella County Emergency Management department, the Township is participating in a project to update the Isabella County Hazard Mitigation Plan
- The Community and Economic Director is Chairperson of the Airport Joint Operations Board the goal of which is to explore opportunities to enhance the usage of and financial stability of the Mt Pleasant Municipal Airport. The Board consists of representatives of the Saginaw Chippewa Indian Tribe, Isabella County, and Middle Michigan Development Corporation.
- The Township Manager is a member of the Chamber of Commerce, is on the Executive Committee of the Middle Michigan Development Corporation, actively participates in the County Emergency Management Center planning efforts, is a member of the Hannah's Bark Park Advisory Board and is a member of the local Rotary Club.
- The Township provided financial support for the installation of lighting at Hannah's Bark Park in order to provides enhanced services at the Bark Park
- The Township Manager meets weekly with the Mt Pleasant City Manager and Isabella County Administrator via zoom to discuss areas of mutual interest, explore collaboration opportunities, and where appropriate, coordinates communication opportunities
- The Public Services Director sits on and is the chair of the Mid Michigan Cable Consortium and attends monthly Road Commission meetings.
- The Township is funding partner with other local entities for the Epicenter e-publication. The aim of the publication is to chronicle the investment, innovation, and development of unique assets within the region to attract new talent and shape the region's future.
- The Township routinely partners with the Isabella County Road Commission (ICRC) to maximize road improvements in the Township.
- The Community and Economic Development Director is collaborating with the Middle Michigan Development Corporation to initiate a project with the ICRC to improve all-season public road access to maximize industrial development potential in the area of the East DDA District bounded by Corporate Dr., N. Packard Rd., and E. Airport Rd.
- The Township initiated a partnership with the Renaissance Academy public charter school and the ICRC to improve the school zone signage along Isabella Rd.
- The Township Manager is a member of the steering committee that manages the Chippewa River Trail Master Plan project.
- The Township is participating with other entities in the County led project to conduct a feasibility study of the Materials Recovery Facility
- The Public Services Director represents the Township on a committee that is attempting to develop a Multi-Jurisdictional Storm Water Master Plan Study.
- The Township actively supports area baseball and softball leagues via providing facilities, field maintenance and tournament hosting.
- The Community and Economic Development Director meets monthly with the Mt. Pleasant City Planner to discuss land use planning and development-related issues of mutual concern.
- The Community and Economic Development Director attends the quarterly meetings of the Isabella County Cultural and Recreational Commission.
- The Building Official collaborates with the Mt. Pleasant Fire Department's Fire Lieutenant and the Isabella County Community Development Department's electrical, mechanical, and plumbing inspectors in the issuance of certificates of occupancy and the enforcement of applicable building and fire codes for construction projects in the Township.

- The Township is a funding partner for the City-led project to construct a new non-motorized pathway along N. Harris St./Crawford Rd. from W. Pickard St. north to Mission Creek Park and to E. River Rd.

Compliance

In compliance with policy as indicated



REQUEST FOR TOWNSHIP BOARD ACTION

To: Board of Trustees	DATE: August 18, 2022
FROM: Mark Stuhldreher, Township Manager	DATE FOR BOARD CONSIDERATION: August 24, 2022
ACTION REQUESTED: Board of Trustees annual review of Board Governance Policy No. 4.2 – Accountability of the Township Manager	

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 being made over the years and as recently as July 2022. 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 4.2 (Accountability of the Township Manager), are to be reviewed and monitored for compliance on an annual basis.

Board Policy 4.2 – Accountability of the Township Manager

The Policy states: “The Township Manager is the board’s primary link to operational achievement and conduct, so that authority and accountability of staff, as far as the board is concerned, is considered the authority and accountability of the Township Manager, except where staff supervised by elected officials have been explicitly directed by those elected officials to act in a manner inconsistent with township policy. In this case, the elected official would be held accountable.”

Due to the length, the entire policy is attached. Following the policy is an evaluation section that can be used for the review/discussion of Policy No. 4.2.

SCOPE OF SERVICES

Not applicable

JUSTIFICATION

An annual review of Board Policies allows for the Board of Trustees to monitor itself regarding adherence to policies that apply to the Board of Trustees.

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

Board Compliance Monitoring Tool

Policy: 4.2 – Accountability of the Township Manager
Type: Direct Inspection
Occurrence: Annual
Date: August 2022

Policy:

The Township Manager is the board’s primary link to operational achievement and conduct, so that authority and accountability of staff, as far as the board is concerned, is considered the authority and accountability of the Township Manager, except where staff supervised by elected officials have been explicitly directed by those elected officials to act in a manner inconsistent with township policy. In this case, the elected official would be held accountable.

Where township operations are, by law, delegated to elected officials:

In order to create an aligned approach to operational management, the elected positions of township clerk and township treasurer shall function as department heads, under the advisory supervision of the Township Manager, where the Township Manager may provide advice in the practice of operational authority.

Accordingly:

- 4.2.1 The board, as a group, or as individual board members will *never give* instructions to persons who report directly or indirectly to the Township Manager, except:
- A. Where elected officials, serving on an official committee or task force is assigned a staff liaison, in which case, directives regarding committee work may be given.
 - B. Where elected officials serving as department heads directly supervise staff.
- 4.2.2 The board as a group will not evaluate, either formally or informally, any staff other than the Township Manager.

Accordingly:

- 4.2.2.1 It is the Township Manager that provides overall direction and is responsible for the selection, supervision, training, evaluation, discipline, and termination of all Township employees, either directly or through department heads.
- 4.2.3 The board will view Township Manager performance as identical to organizational performance, so that organizational accomplishment of board stated Ends and avoidance of board proscribed means will be viewed as successful Township Manager performance.

Use this evaluation form for discussion at the Board of Trustees Meeting on August 24, 2022.

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 is 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 its' policies more completely?

Board Compliance Monitoring Tool

Policy: 4.4 – Monitoring Township Manager Performance
Type: Direct Inspection
Occurrence: Annual
Date: July 2022

Policy:

Systematic and rigorous monitoring of Township Manager job performance will be solely against the only expected Township Manager job outputs: organizational accomplishment of board policies on Ends and organizational operation within the boundaries established in board policies on Executive Limitations.

Accordingly:

- 4.4.1 Monitoring is simply to determine the degree to which board policies are being met. Data which do not do this will not be considered to be monitoring data.
- 4.4.2 The board will acquire monitoring data by one or more of three methods: (a) by internal report, in which the Township Manager discloses compliance information to the board, (b) by external report, in which an external, disinterested third party selected by the board assesses compliance with board policies, and (c) by direct board inspection, in which a designated member or members of the board assess compliance with the appropriate policy criteria.
- 4.4.3 In every case, the standard for compliance shall be *any reasonable Township Manager interpretation* of the board policy being monitored.
- 4.4.4 All policies which instruct the Township Manager will be monitored at a frequency and by a method chosen by the board. The board can monitor any policy at any time by any method, but will ordinarily depend on a routine schedule, as presented in Schedule A (attached).

Monitoring Schedule by Policy

#	Title	Type of Report ¹	Frequency	Report Due
1.0	Global End	Internal	Annual	March
1.1	Community Well-Being	Internal	Annual	March
1.2	Prosperity	Internal	Annual	March
1.3	Safety	Internal	Annual	March
1.4	Health	Internal	Annual	March
1.5	Natural Environment	Internal	Annual	March
1.6	Commerce	Internal	Annual	March
2.0	Global Executive Constraint	Internal	Annual	July
2.1	Treatment of Consumers	Internal	Annual	Jan
2.2	Treatment of Staff	Internal	Annual	Feb
2.3	Compensation & Benefits	Internal	Annual	May
2.4	Financial Planning/Budgeting	Internal	Annual	Dec
2.5	Financial Condition & Activities	Internal	Quarterly	Jan, Apr, July, Oct
2.5	Financial Condition & Activities	External	Annual	June
2.5.10	Cash Flow Ratio	Internal	Monthly	
2.6	Asset Protection	Internal	Annual	Apr
2.7	Ends Focus of Grants and Contracts	Internal	Annual	June
2.8	Emergency Township Manager Succession	Internal	Annual	Nov
2.9	Collaboration with Other Entities	Internal	Annual	Aug
2.10	Communication & Support to the Board	Internal	Annual	Sept
3.0	Global Governance Process	Direct Inspection	Annual	Dec
3.1	Governing Style	Direct Inspection	Annual	Jan
3.2	Board Job Description	Direct Inspection	Annual	Feb
3.3	Board Member's Code of Conduct	Direct Inspection	Annual	Mar
3.4	Agenda Planning	Direct Inspection	Annual	Apr
3.5	Board Commission and Community Linkage	Direct Inspection	Annual	June
3.6	Supervisor's Role	Direct Inspection	Annual	June
3.7	Duties of the Elected Department Heads	Direct Inspection	Annual	June
3.8	Board Committee Principles	Direct Inspection	Annual	Nov
3.9	Board Committee Structure	Direct Inspection	Annual	Nov
3.10	Cost of Governance	Direct Inspection	Annual	May
4.0	Global Board-Twp Mgmt Linkage	Direct Inspection	Annual	Sept
4.1	Unity of Control	Direct Inspection	Annual	Sept
4.2	Accountability of the Township Mgr	Direct Inspection	Annual	Aug
4.3	Delegation to the Township Mgr	Direct Inspection	Annual	Oct
4.4	Monitoring Twp Mgr & Mgmt Team Performance	Direct Inspection	Annual	July
4.5	Township Mgr Compensation & Benefits	Direct Inspection	Annual	Aug

¹Internal is reporting by Manager to Board and involves Board review of policy applicable to the Manager; External is review of policy by outside entity; Direct Inspection is Board review of policy applicable to Board

Charter Township of Union – Township Manager Evaluation Form

Please rate the Performance of Mark Stuhldreher for the items below based on the following scale:

- 1 - Unacceptable
 - 2 - Needs improvement
 - 3 - Meets expectations
 - 4 - Exceeds expectations
 - 5 – Excellent
-

4.4 POLICY TITLE: MONITORING TOWNSHIP MANAGER PERFORMANCE

Systematic and rigorous monitoring of Township Management job performance will be solely against the only expected Township Management job outputs: organizational accomplishment of board policies on **Global Ends** and organizational operation within the boundaries established in board policies on **Executive Limitations**.

Accordingly:

- 4.4.1 Monitoring is simply to determine the degree to which board policies are being met. Data which do not do this will not be considered to be monitoring data.
 - 4.4.2 The board will acquire monitoring data by one or more of three methods: (a) by internal report, in which the Township Management discloses compliance information to the board, (b) by external report, in which an external, disinterested third party selected by the board assesses compliance with board policies, and (c) by direct board inspection, in which a designated member or members of the board assess compliance with the appropriate policy criteria.
 - 4.4.3 In every case, the standard for compliance shall be *any reasonable Township Manager interpretation* of the board policy being monitored.
 - 4.4.4 All policies which instruct the Township Management will be monitored at a frequency and by a method chosen by the board. The board can monitor any policy at any time by any method, but will ordinarily depend on a routine schedule, as presented in Schedule A.
-

Evaluation

Global Ends

- 1.0 Union Township exists to support a sustainable community through the most effective use of resources that achieve the highest quality of life.

Score _____

1.1 Residents engage in a vibrant community life.

Score _____

1.2 All residents can thrive and achieve more than their basic needs.

Score _____

1.3 All residents enjoy a safe environment.

Score _____

1.4 Residents of all ages have facilities that enable an active, healthy lifestyle.

Score _____

1.5 Residents enjoy the natural resources and green space of the township.

Score _____

1.6 Commercial establishments, including new, innovative and traditional, are drawn to Union Township through commerce –friendly economic development policies.

Score _____

Executive Limitations

2.0 POLICY TITLE: GLOBAL EXECUTIVE CONSTRAINT

Township Management shall not cause or allow any practice, activity, decision, or organizational circumstance which is either unlawful, imprudent or in violation of commonly accepted public administrative practice and professional ethics.

Score _____

2.1 POLICY TITLE: TREATMENT OF CONSUMERS

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

Score _____

2.2 POLICY TITLE: *TREATMENT OF STAFF*

With respect to the treatment of paid and volunteer staff, Township Management may not cause or allow conditions which are unfair, undignified, disorganized, and unclear or violate collective bargaining agreements.

Score _____

2.3 POLICY TITLE: COMPENSATION AND BENEFITS

With respect to employment, compensation, and benefits to employees, consultants, contract workers, volunteers and collective bargaining units, the Township Manager shall not cause or allow jeopardy to fiscal integrity or public image.

Score _____

2.4 POLICY TITLE: *FINANCIAL PLANNING/BUDGETING*

Financial planning for any fiscal year or the remaining part of any fiscal year shall not deviate materially from board's Ends priorities, risk fiscal jeopardy, or fail to be derived from a multi-year plan.

Score _____

2.5 POLICY TITLE: FINANCIAL CONDITION AND ACTIVITIES

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 Ends policies

Score _____

2.6 POLICY TITLE: *ASSET PROTECTION*

Township Management shall not allow corporate assets to be unprotected, inadequately maintained or unnecessarily risked.

Score _____

2.7 POLICY TITLE: ENDS FOCUS OF GRANTS AND CONTRACTS

The Township Management Team may not enter into any grants and contract arrangements that fail to emphasize primarily the production of Ends and, secondarily, the avoidance of unacceptable means.

Score _____

2.8 POLICY TITLE: EMERGENCY TOWNSHIP MANAGER SUCCESSION

In order to protect the board from sudden loss of Township Manager services, the Township Manager shall not operate without a written plan identifying no fewer than two other named executives familiar with Board and Township Manager issues and processes.

Score _____

2.9 POLICY TITLE: COLLABORATION WITH OTHER ENTITIES

In order to maximize achievement of Ends, the Township Manager shall not fail to explore strategic partnerships and intergovernmental cooperation, and to optimize collaboration with other entities in the region where appropriate.

Score _____

2.10 POLICY TITLE: COMMUNICATION AND SUPPORT TO THE BOARD

The Township Manager shall not permit the board to be uninformed or unsupported in its work.

Score _____

What things does the Manager do well?

What areas could the Manager improve on?

General Comments

Total Points

Global Ends _____ Out of 35 Possible Points

Executive Constraints _____ Out of 55 Possible Points

Total _____ Out of 90 Possible Points

Average Score _____ (Total points divided by 18 categories)