



BOARD OF TRUSTEES
Regular Meeting
December 14, 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 (see applications in packet)
 - B. Planning Commission, EDA, Sidewalks, and ZBA updates by Community and Economic Development Director
 - C. Board Member Reports
10. CONSENT AGENDA
 - A. Communications
 - B. Minutes – November 22, 2022 – Regular Meeting
 - C. Accounts Payable
 - D. Payroll
 - E. Meeting Pay
 - F. Fire Reports
11. NEW BUSINESS
 - A. Discussion/Action: (Stuhldreher) Consideration of Approving/Adopting the 2023 Budget
 - B. Discussion/Action: (Stuhldreher) Adoption of the 2023 Meeting Schedule
 - C. Discussion/Action: (Board of Trustees) Receipt of Trustee Hauck’s Resignation Notice and Action to Accept
 - D. Discussion/Action: (Stuhldreher) Policy Governance 2.4 Financial Planning/
Budgeting

E. Discussion/Action: (Board of Trustees) Policy Governance 3.0 Global Governance
Commitment

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

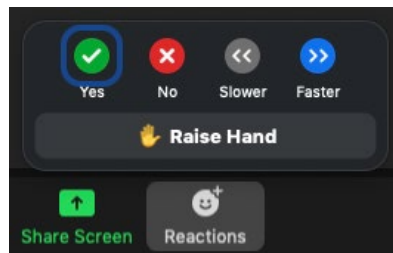
Hybrid Meeting Instructions for the Charter Township of Union Board of Trustees Meeting

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 “861 1599 5624” Password enter “926394”). 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 “861 1599 5624” and the “#” sign at the “Meeting ID” prompt, and then enter “926394” 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 | 12/31/2024 |
| 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 | 12/31/2025 |
| 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 |
| 1-Member at Large | Mark | Stansberry | 2/14/2025 |
| 2- Member at Large | Michael | Huenemann | 2/14/2025 |

APPOINTMENT TO BOARDS & COMMISSIONS
OF CHARTER TOWNSHIP OF UNION
APPLICATION



Name: Bryan Nejer Date: 12-1-22

Address: 262 E. Wing Rd.

Phone (home) 989 335-0572 (cell) same (work) same

Email: bryannejer@yahoo.com

Occupation: Farmer

Please select the board you are applying for:

Zoning Board of Appeals Must be a Union Township Resident

Board of Review Must be a Union Township Resident

Planning Commission Must be a Union Township Resident

EDA Must meet one of the following qualifications:

Property owner in East or West DDA

Resident in Union Township

OTHER *Specify Board: _____

Please state reason for interest in above board:

To help land owners and residence keep their taxes in
check.

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

Signature: [Signature] Date: 12-1-22

APPOINTMENT TO BOARDS & COMMISSIONS
OF CHARTER TOWNSHIP OF UNION
APPLICATION



Name: Doug LaBelle II Date: 11-3-22

Address: 955 Meadowbrook Drive, Mt. Pleasant, MI 48858

Phone (home) _____ (cell) 989-854-9126 (work) _____

Email: doug@labellerealty.net

Occupation: Associate Real Estate Broker

Please select the board you are applying for:

_____ Zoning Board of Appeals Must be a Union Township Resident

X _____ Board of Review Must be a Union Township Resident

_____ Planning Commission Must be a Union Township Resident

_____ EDA Must meet one of the following qualifications:

_____ Property owner in East or West DDA

_____ Resident in Union Township

_____ OTHER *Specify Board: _____

Please state reason for interest in above board:

Renewing term.

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

Signature: Doug LaBelle II Date: 11-3-22

APPOINTMENT TO BOARDS & COMMISSIONS
OF CHARTER TOWNSHIP OF UNION
APPLICATION



Name: SARVIT CHOWDHARY Date: 11/3/22
Address: 774 STONERIDGE DRIVE
Phone (home) (984) 779-2900 (cell) (984) 400-2621 (work) _____
Email: SarvitChowdhary@yahoo.com
Occupation: RETIRED

Please select the board you are applying for:

- ~~Zoning Board of Appeals~~ Must be a Union Township Resident
- 1ST Board of Review Must be a Union Township Resident
- Planning Commission Must be a Union Township Resident
- EDA Must meet one of the following qualifications:
 - Property owner in East or West DDA
 - Resident in Union Township

OTHER *Specify Board: _____

Please state reason for interest in above board:

I am retired and want to serve the Community for Empowerment

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

I am innumerate and serve this board for one year.

Signature: [Signature] Date: 11/3/22

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



Name: Randall J. Golden Date: 10/19/2022

Address: 2181 S Lincoln Rd (PO Box 1164, Mt. Pleasant)

Phone (home) _____ (cell) 989-289-4282 (work) 989-773-3332

Email: randygolden48858@gmail.com

Occupation: Real Estate Broker

Please select the board you are applying for:

_____ Zoning Board of Appeals Must be a Union Township Resident

XXX Board of Review Must be a Union Township Resident

_____ Planning Commission Must be a Union Township Resident

_____ EDA Must meet one of the following qualifications:

___ Property owner in East or West DDA

___ Resident in Union Township

_____ OTHER *Specify Board: _____

Please state reason for interest in above board:

I have a clear understanding of the role of the Assessor and the assessment process

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

I served as a full member of the Board of review for 10-12 years, took a few years off and was asked to serve as an alternate

3 years ago. I bring real estate/valuation knowledge gained from my 40+ years in Real Estate.

Signature: Randall J. Golden Date: 10/19/22

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



Name: Brandon LaBelle Date: 10/19/2022

Address: 1835 Chadwick Court, Mt. Pleasant, MI 48858

Phone (home) _____ (cell) 9896213025 (work) 9898174921

Email: brandon@labellerealty.net

Occupation: Real Estate Broker

Please select the board you are applying for:

Zoning Board of Appeals Must be a Union Township Resident

Board of Review Must be a Union Township Resident

Planning Commission Must be a Union Township Resident

EDA Must meet one of the following qualifications:

Property owner in East or West DDA

Resident in Union Township

OTHER *Specify Board: _____

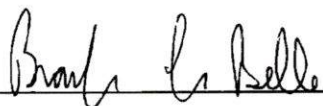
Please state reason for interest in above board:

Term renewal

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

I have served twice on the planning commission, one term on the ZBA

and on the board of appeals

Signature:  Date: 10/19/2022

APPOINTMENT TO BOARDS & COMMISSIONS
OF CHARTER TOWNSHIP OF UNION
APPLICATION



Name: Breanne Moeggenberg Date: 11-2-22

Address: Cell S Bamber Rd.

Phone (home) 989-309-9118 (cell) _____ (work) _____

Email: bmoeegg@yahoo.com

Occupation: Self-employed childcare provider

Please select the board you are applying for:

Zoning Board of Appeals Must be a Union Township Resident

Board of Review Must be a Union Township Resident

Planning Commission Must be a Union Township Resident

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

OTHER *Specify Board: _____

Please state reason for interest in above board:

As a single mother business owner, and as a citizen that is in touch with the community, I have a passion and desire to see our community grow and succeed.

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

Please see attached

Signature: [Handwritten Signature]

Date: 11-2-22

Breanne Moeggenberg
611 S Bamber Rd
Mt Pleasant, MI 48858
989.309.9118
bmoeggy@yahoo.com

November 2, 2022

Charter Township of Union
Zoning Board of Appeals
2010 S Lincoln Rd
Mt Pleasant, MI 48858

To Whom It May Concern,

As a community activist and a small business owner here in Union Township, I have a passion and desire to help our area grow in a positive fashion so that the residents are empowered with economic opportunities that safely and effectively lead to county growth. Thus, I am providing an application for an appointment to the Zoning Board of Appeals.

In the attached Resume you will find that I have past experience working on various Boards including the writing and proposals of bylaws. Beyond this, reading and understanding rules and ordinances has been a necessity as a childcare business owner but has also become useful on many avenues recently as we stretched through the last two years of pandemic promulgations.

While I realize my personal life views may vary from some of those that review this application, it is my belief that diversity in representation and decisions brings the most inclusion to the table. If my past and recent experience would be beneficial to a position on the Zoning Board of Appeals, I would greatly appreciate an opportunity to meet with you and discuss my applicability.

Sincerely,



Breanne Moeggenberg

Breanne Moeggenberg

611 S BAMBER RD
MT PLEASANT, MI 48858
989.309.9118
BMOEGGY@YAHOO.COM

EDUCATION

Alma College, Alma, MI

— *Exercise and Health Science*

September 1997 - April 2001

WORK EXPERIENCE

Aunt Bree's Day Care

Midland to Mt Pleasant, MI

— *Owner/SOM Licensed Childcare Provider*

February 2017 - PRESENT

January 2003 - September 2010

Starting as a State of Michigan family sized childcare business, operated from the home, now a group sized childcare business serving and caring for up to twelve children daily and contracting five staff.

BOARD EXPERIENCE

Moms for Liberty - Isabella County, MI

Mt Pleasant, MI

— *Chapter Chair*

2022 - PRESENT

A recently formed group, to the National Organization Moms for Liberty, that is dedicated to fighting for the survival of America by unifying, educating and empowering parents to defend their parental rights at all levels of government.

Amateur Hockey Association of Mt Pleasant

Mt Pleasant, MI

— *Secretary*

2009 - 2012

An association intended to promote and organize hockey teams while maintaining the programs.

SKILLS

- Public Speaking
- Organizing fundraising, marketing and rally events
- Creating, organizing and implementing procedures and bylaws

REFERENCES

Jeff Bean

6675 N Whiteville Rd
Rosebush, MI
517.202.9421
jeff@jeffbean.net

Dawn Betha

407 W Drive
Mt Pleasant, MI
760.519.1215
dawnbetha@yahoo.com

Jim Horton

3089 Hunters Trail
Mt Pleasant, MI
989.621.1534
jim@rxlegalpc.com

APPOINTMENT TO BOARDS & COMMISSIONS
OF CHARTER TOWNSHIP OF UNION
APPLICATION



Name: David D Coyne Date: 12/9/22

Address: 1368 N Harris St , Mt. Pleasant, Mi 48858

Phone (home) _____ (cell) 989 330 2984 (work) 989 772 2270

Email: david.d.coyne@gmail.com

Occupation: Semi Retired

Please select the board you are applying for:

- Zoning Board of Appeals Must be a Union Township Resident
- Board of Review Must be a Union Township Resident
- Planning Commission Must be a Union Township Resident
- EDA Must meet one of the following qualifications:
 - Property owner in East or West DDA
 - Resident in Union Township

 OTHER *Specify Board: _____

Please state reason for interest in above board:
Was ask by Bryan Mielke and would like to help Union Township.

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

I'm on the Union Township EDA Board. I've lived in Union Township for more than 21 years.

I'm the past president of Coyne Oil & Propane

Signature: David D. Coyne Date: 12/9/22

APPOINTMENT TO BOARDS & COMMISSIONS
OF CHARTER TOWNSHIP OF UNION
APPLICATION



Name: SARVIT CHOWDHARY Date: 11/3/22
Address: 774 STONERIDGE DRIVE
Phone (home) (989) 779 2500 (cell) (989) 400-2630 (work) _____
Email: shichowdhary@yahoo.com
Occupation: RETIRED

Please select the board you are applying for:

- Zoning Board of Appeals Must be a Union Township Resident
- Board of Review Must be a Union Township Resident
- Planning Commission Must be a Union Township Resident
- EDA Must meet one of the following qualifications:
 - Property owner in East or West DDA
 - Resident in Union Township

OTHER *Specify Board: _____

Please state reason for interest in above board:

Retired and want to serve my community for empowerment

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

I have serve other boards in the community in the past i.e EDA, Commission on Aging

Signature: Shichowdhary Date: 11/3/22



APPOINTMENT TO BOARDS & COMMISSIONS OF CHARTER TOWNSHIP OF UNION APPLICATION

Name: Eric Loose Date: 12-8-22

Address: 975 Meadowbrook Dr

Phone (home) (cell) 989-621-7450 (work)

Email: eric.n.loose@gmail.com

Occupation: Owner @ Central Interiors

Please select the board you are applying for:

- X Zoning Board of Appeals Must be a Union Township Resident
Board of Review Must be a Union Township Resident
Planning Commission Must be a Union Township Resident
EDA Must meet one of the following qualifications:
Property owner in East or West DDA
Resident in Union Township

OTHER *Specify Board:

Please state reason for interest in above board:

To help do my part in making this a great community.

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

Signature: Eric Loose Date: 12-8-22

APPOINTMENT TO BOARDS & COMMISSIONS
OF CHARTER TOWNSHIP OF UNION
APPLICATION



Name: Liz Presnell Date: 10-21-22

Address: 2430 Sandstone Drive Mt. Pleasant, MI 48858

Phone (home) _____ (cell) 310-291-5520 (work) _____

Email: lizhub@gmail.com

Occupation: Account Manager

Please select the board you are applying for:

Zoning Board of Appeals Must be a Union Township Resident

_____ Board of Review Must be a Union Township Resident

_____ Planning Commission Must be a Union Township Resident

_____ EDA Must meet one of the following qualifications:

_____ Property owner in East or West DDA

_____ Resident in Union Township

_____ OTHER *Specify Board: _____

Please state reason for interest in above board:

Staying involved in the community and contributing to the betterment of it's future.

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

Current Member of ZBA

Signature: *liz presnell* Date: 10-21-22

APPOINTMENT TO BOARDS & COMMISSIONS
OF CHARTER TOWNSHIP OF UNION
APPLICATION



Name: Richard J Barz Date: 12/9/22
Address: 1110 McADOW Dr. MP. 48858
Phone (home) _____ (cell) 989-560-5050 (work) _____
Email: rjbarz@aol.com
Occupation: Retired

Please select the board you are applying for:

- Zoning Board of Appeals Must be a Union Township Resident
- Board of Review Must be a Union Township Resident
- Planning Commission Must be a Union Township Resident
- EDA Must meet one of the following qualifications:
- Property owner in East or West DDA
 - Resident in Union Township

OTHER *Specify Board: _____

Please state reason for interest in above board:

Experience in commercial residential development

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

City of MP- Planning Commission, U.T. EDA, MMDC

Signature: [Signature] Date: 12/9/22

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



Name: Allison Chiodini Date: 11/3/2022

Address: 3194 S. Concourse Dr

Phone (home) N/A (cell) 989-400-3107 (work) 989-400-3107

Email: achiodini@lodgco.net OR allisonchiodini@gmail.com

Occupation: Registered Architect, Director of Project Management for Lodgco Hospitality LLC

Please select the board you are applying for:

Zoning Board of Appeals Must be a Union Township Resident

Board of Review Must be a Union Township Resident

Planning Commission Must be a Union Township Resident

EDA Must meet one of the following qualifications:

Property owner in East or West DDA

Resident in Union Township

OTHER *Specify Board: Mid Michigan Aquatic Recreational Authority

Please state reason for interest in above board:

I have served as the Union Township Appointee and Board Secretary on the MMARA Board for the past two years,

and would like to continue my service on this board in our efforts to get a millage passed and build an aquatic center in our community.

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

Resume attached.

Signature: Allison Chiodini Date: 11/3/2022

Allison M. Chiodini, RA, NCARB

3194 S. Concourse Drive | Mount Pleasant, MI 48858 | (989) 400-3107 | allisonchiodini@gmail.com

Objective

- To be appointed to the Regional Aquatic Recreation Authority as a representative of the Charter Township of Union

Education

University of Detroit Mercy | School of Architecture

- *Master of Architecture degree* | December 2003 – *Summa Cum Laude*
- *Bachelor of Architecture degree* | May 2002 – *Summa Cum Laude*

Credentials | Skills

- Registered Architect in the State of Michigan, and NCARB Certified, October 2008 - Present
- Excellent and articulate communication skills both verbally and written
- Very strong attention to detail, organizational and time management skills
- Understanding and knowledge of project and construction processes, methods, disciplines, codes and standards.
- Strong design skills, with insight and appreciation for design and aesthetics in respect to architectural projects
- Motivated, hardworking, creative, dependable, dedicated and quick learner

Employment

Lodgco Hospitality LLC | Director of Project Management | Sept. 2013 – Present | Mt. Pleasant, MI

Essential Job Functions:

- Responsible for project management and project management oversight and direction on new construction, renovation, and annual Capital Improvement projects for a hotel developer, owner and management company with a portfolio of 19 operating hotel properties. In this position I have overseen and directed the work of the following positions: Project Manager, Project Coordinator, IT Manager, Project Field Superintendent, and Procurement/Contract Manager. Responsible for the planning and management of projects from conception to occupancy. Work closely with project team, along with Hotel Operations/Management team, Hotel Brand Representatives (Hilton, Marriott, etc.), Architects, Engineers, Interior Designers, Construction Managers, General Contractors, Sub-Contractors, and Vendors and Material Suppliers. Project Management responsibilities include: determining project scope; preparation of preliminary estimates; working closely with A/E and ID design team on the development of project bid drawings and specifications; development of project bid scopes and issuance of Requests for Bids; requisition supplies and materials; bid tabulation, evaluation, and finalizing of project budgets; assist in the preparation and review of contracts; obtaining all necessary plan reviews and permits; establish project schedule and phasing timelines; negotiate revisions and additions to contracts; review and approve construction submittals and shop drawings; observe and review project progress in the field at regular intervals to monitor compliance with contract documents; prepare monthly project progress, schedule and budget/cost tracking reports; track all project expenditures and approve project invoices for payment; reconcile construction draws/waivers and submit to accounting for payment; accountability for keeping and delivering projects within budget and on schedule; work directly with designers and contractors to propose solutions to resolve issues that come up during construction; direct and oversee procurement of all project FF&E and technology systems. Plan, budget and implement annual building maintenance, infrastructure, and Capital Improvement projects in existing portfolio of operating hotel properties, including: replacement of interior doors and door hardware; selective replacement of furnishings, interior or exterior finishes; interior signage and graphics replacements; internet circuit and building WiFi system upgrades and system replacements; keycard lock replacements/retrofits; replacement of hotel laundry and/or HVAC equipment; roof repairs and replacements; parking lot reconstruction; interior and exterior lighting upgrades to LED.

List of Projects:

Canopy by Hilton, Grand Rapids, MI | 2017 - 2020 | \$49.1 million | New Construction | Lead Project Manager
Hampton Inn & Suites, Flint, MI | 2019 - 2020 | \$2.2 million | Interior Renovation | Project Management Oversight
Residence Inn, Midland, MI | 2018 - 2019 | \$1.7 million | Interior Renovation | Project Management Oversight
Hyatt Place, Flint, MI | 2017 - 2019 | \$16.9 million | New Construction | Project Management Oversight
Hyatt Place, Sarasota, FL | 2016 - 2017 | \$1.3 million | Interior Renovation | Lead Project Manager
Hampton Inn & Suites, Okemos, MI | 2016 - 2017 | \$2.9 million | Interior Renovation | Lead Project Manager
Hampton Inn, Mt. Pleasant, MI | 2016 - 2017 | \$3.5 million | Interior and Exterior Renovation | Lead Project Manager
Hampton Inn, Midland, MI | 2016 - 2017 | \$3.4 million | Interior and Exterior Renovation | Lead Project Manager
Springhill Suites, Midland, MI | 2016 - 2017 | \$1.4 million | Interior Renovation | Lead Project Manager
Courtyard by Marriott, Traverse City, MI | 2015 - 2016 | \$1.9 million | Interior Renovation | Lead Project Manager
Fairfield Inn, Battle Creek, MI | 2015 - 2016 | \$1.1 million | Interior Renovation | Lead Project Manager
Courtyard by Marriott at CMU, Mt. Pleasant, MI | 2013 - 2016 | \$23.6 million | New Construction | Co-Project Manager
Hampton Inn & Suites, Grand Rapids, MI | 2013 - 2015 | \$29.3 million | New Construction | Co-Project Manager
Residence Inn, Ann Arbor, MI | 2013 - 2014 | \$6.2 million | Interior and Exterior Renovation | Lead Project Manager
Holiday Inn Express, Walker, MI | 2013 - 2014 | \$1.7 million | Interior Renovation | Co-Project Manager

Allison M. Chiodini, RA, NCARB

3194 S. Concourse Drive | Mount Pleasant, MI 48858 | (989) 400-3107 | allisonchiodini@gmail.com

employment (cont.)

A. Chiodini Design & Drafting LLC | Architectural Design & Consulting | Nov 2011 – Sept 2013 | Mt. Pleasant, MI

Essential Job Functions:

- Sole proprietor, residential and commercial architectural design and project consulting.
- Provided Design and Project Management Consulting to Lodgco Hospitality LLC on a number of hotel renovation projects. Responsibilities included preparation of Schematic Design options for submission to Hotel Brands; preparation and issuance of renovation construction documents; shop drawings and submittal review; preparation and review of requests for bids.
- Worked directly with residential, non-profit and small commercial clients through design, and Construction Document preparation for new construction custom homes, renovations and additions to existing homes/buildings. Completed six new construction custom homes, ten residential additions/renovations, two non-profit rehabilitation/renovations, and two commercial renovations.

Lodgco Hospitality LLC | Design & Construction Coordinator | Sept 2008 – Nov 2011 | Mt. Pleasant, MI

Essential Job Functions:

- Responsible for the planning, coordination, and management of hospitality new construction and renovation projects, alongside working Owner/Architect. Job responsibilities include: working closely with all parties involved in project delivery; determining project scope; preparation of preliminary project estimates for renovations; development and issuance of Requests for Proposals/Bids; bid tabulation, evaluation, and finalizing of project budgets; assist in obtaining all necessary plan reviews and permits; establish project schedule and phasing timelines for renovations; procurement of all project FF&E and technology systems; negotiate revisions and additions to contracts; review and approve construction submittals and shop drawings; observe and review projects in the field; work closely and directly with contractors to propose solutions to resolve issues that come up during construction.

List of Key Projects:

Residence Inn by Marriott, Midland, MI | 2010 - 2011 | \$7.7 million | New Construction
Hampton Inn & Suites, Saginaw, MI | 2010 - 2011 | \$9 million | New Construction
Courtyard by Marriott, Traverse City, MI | 2009 - 2010 | \$1.3 million | Interior Renovation
Hampton Inn & Suites, Flint/Grand Blanc, MI | 2008 - 2009 | \$9.3 million | New Construction

Dow Howell Gilmore Associates Inc. | Project Architect | Oct 2006 – Aug 2008 | Midland, MI

Essential Job Functions:

- As Project Architect: led in the production of Design Development, and Construction Documents; handled coordination with project consultants; assisted in the production of specifications; assisted with code review and handled document submission to Authorities Having Jurisdiction; handled all project Construction Administration duties, including attending weekly jobsite progress meetings, field observation, answering RFI's, reviewing submittals and shop drawings, producing and issuing Proposal Requests, reviewing and certifying contractor's applications for payment.

List of Key Projects:

Sloan Family Building For Aftermarket Studies, Northwood University | New Construction – 26,000 SF | Midland, MI
Midland King's Daughters Home | 12,500 SF Addition and Renovations to Skilled Nursing & Assisted Living Facility | Midland, MI

TMP Architecture | Architectural Staff | Feb 2004 – Oct 2006 and Summer 2000 | Bloomfield Hills, MI

Essential Job Functions:

- As project team member: assisted in program development and Schematic Design; led production of Design Development Documents; assisted in production of Construction Documents; attended weekly project progress meetings; coordinated and communicated directly with Consultants, Engineers, Owner's Rep and Contractors; served as project representative handling all project Construction Administration duties under the supervision of Senior Associate.

List of Key Projects:

Anchor Bay Middle School North | Renovation and 24,600 SF Addition | New Baltimore, MI
New Ann Arbor Skyline High School | New Construction – 380,500 SF | Ann Arbor, MI

Barton Malow Design | Architect I / Design | Oct 2003 – Feb 2004 | Southfield, MI

Projects / Responsibilities:

University of Detroit Mercy – New School of Law | Feasibility Study – Downtown Campus Project | Detroit, MI

- Assisted with site analysis, site planning, programming, and conceptual design of the new University of Detroit Mercy, School of Law.

Luckenbach Ziegelman Architects PLLC | Architectural Staff | June 2002 – Sept 2003 | Birmingham, MI

Projects / Responsibilities:

American Axle & Manufacturing | Fast-Track New Construction – 248,000 SF Headquarters Building | Detroit, MI

- Assisted with development of interior plans and details; preparation and coordination of Construction Documents; and Construction Administration project duties.

APPOINTMENT TO BOARDS & COMMISSIONS
OF CHARTER TOWNSHIP OF UNION
APPLICATION



Name: Robert Bacon Date: 10-18-2022

Address: 2142 First

Phone (home) 989-772-1633 (cell) _____ (work) _____

Email: robertbacon725@outlook.com

Occupation: Retired State of Michigan

Please select the board you are applying for:

_____ Zoning Board of Appeals Must be a Union Township Resident

_____ Board of Review Must be a Union Township Resident

_____ Planning Commission Must be a Union Township Resident

EDA Must meet one of the following qualifications:

Property owner in East or West DDA

Resident in Union Township

_____ OTHER *Specify Board: _____

Please state reason for interest in above board:

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

RENEWAL OF Existing Position

Signature: Robert Bacon Date: 10-18-2022

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



Name: Robert Sommerville Date: 10-18-2022

Address: 3678 St. Andrews

Phone (home) _____ (cell) 989-330-9769 (work) _____

Email: rtsommerville1@gmail.com

Occupation: Retired

Please select the board you are applying for:

_____ Zoning Board of Appeals Must be a Union Township Resident

_____ Board of Review Must be a Union Township Resident

_____ Planning Commission Must be a Union Township Resident

_____ EDA Must meet one of the following qualifications:

_____ Property owner in East or West DDA

_____ Resident in Union Township

OTHER *Specify Board: CRC-Morey Courts

Please state reason for interest in above board:

Supporter of youth sports

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

Signature: Robert Sommerville Date: 10/18/2022

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 November 22, 2022, at 7:00 p.m. at the Union Township Hall.

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

Roll Call

Present:

Supervisor Mielke, Clerk Cody, Treasurer Rice, Trustee Bills, Trustee Brown, Trustee Hauck, and Trustee Thering

Approval of Agenda

Cody moved **Rice** supported to approve the agenda with one amendment to move “New Business” item 11.E to item 11. B. **Vote: Ayes: 7 Nays: 0. Motion carried.**

Presentation

Public Hearings

- a. FY’ 2023 Budget Recommendations

Open: 7:02 p.m.

No comments were offered.

Closed: 7:03 p.m.

Public Comment

Open: 7:03 p.m.

No comments were offered.

Closed: 7:03 p.m.

Closed Session

Reports/Board Comments

- A. **Current List of Boards and Commissions – Appointments as needed**
- B. **Planning Commission, EDA, Sidewalks, and ZBA updates by Community and Economic Development Director**
- C. **Board Member Reports**

Hauck – gave an update on the Isabella County Road Commission meeting held November 10th.

Rice – gave an update on the 2022 winter tax bill mailing date.

Bills – gave an update on the Isabella County Board of Commissioners meeting held on November 15th.

Consent Agenda

- A. Communications
- B. Minutes – November 9, 2022 – Regular Meeting
- C. Accounts Payable
- D. Payroll
- E. Meeting Pay
- F. Fire Reports
- G. Board Appointments to MMAACC and Hannah’s Bark Park

Rice moved **Bills** supported to approve the consent agenda as presented. **Vote: Ayes: 7 Nays: 0. Motion carried.**

New Business

A. Discussion/Action: (Stuhldreher) FY' 22 Final Budget Amendment

Cody moved **Hauck** supported to approve the FY 2022 Budget Amendment No. 2 for the General Fund, East DDA Fund, West DDA Fund, ARPA Fund and Tribal 2% Grant Fund. **Roll Call Vote: Ayes: Mielke, Cody, Rice, Bills, Brown, Hauck, and Thering. Nays: 0. Motion carried**

B. Discussion/Action: (Board of Trustee) FY' 2023 Budget Recommendations

Discussion by the Board

* Clerk Cody left the meeting at 8:00 p.m.

C. Discussion/Action: (Stuhldreher) Policy Governance 2.8 Emergency Township Manager Succession.

Bills moved **Brown** supported to approve the amended language to Policy Governance 2.8 Emergency Township Manager Succession to add the Community and Economic Development Director to the line of succession. **Vote: Ayes: 6 Nays: 0. Motion carried.**

D. Discussion/Action: (Stuhldreher) Policy Governance 3.8 Board Committee Principles

Discussion by the Board

E. Discussion/Action: (Stuhldreher) Policy Governance 3.9 Board Committee Structure

Discussion by the Board

EXTENDED PUBLIC COMMENT: RESTRICTED TO 5 MINUTES REGARDING ANY ISSUE

Open: 9:05 p.m.

Ben Gunning, 2270 E. Broomfield Rd., commented on the improvements made to Broomfield/Lincoln Rd. and the need for a stop light at the corner. Mr. Gunning suggested that the public be included in future ARPA funds discussions, and asked that the Community and Economic Development Director to inform commercial property owners on discussions related to Township initiated rezone discussions during Planning Commission meetings.

Brian Smith, 2284 Sandstone Dr., commented on the ARPA fund discussion regarding capital projects.

Closed: 9:13 p.m.

MANAGER COMMENTS

FINAL BOARD MEMBER COMMENTS

Brown – Commented on the arrival of the Vac Truck and appreciated the great budget recommendation conversation.

Bills – Commented on the budget discussion. Hopes for a compromise on the fee schedule. Also, suggested that each board member compile a list of 5 questions and survey township residents to help determine what the needs are in the community.

Mielke – Echoed Ben Gunning's comment regarding the speed limit and need for a stop light at the corner of Broomfield/Lincoln Rd.

ADJOURNMENT

Hauck moved **Bills** to adjourn the meeting at 9:18 p.m. **Vote: Ayes: 6 Nays: 0. Motion carried.**

APPROVED BY:

Lisa Cody, Clerk

Bryan Mielke, Supervisor

(Recorded by Tera Green)

DRAFT

| Check Date | Bank | Check | Vendor | Vendor Name | Description | Amount |
|--------------------------|------|---------|--------|-----------------------------------|---|--|
| Bank 101 POOLED CHECKING | | | | | | |
| 12/01/2022 | 101 | 569 (E) | 01186 | COYNE PROPANE LLC | PROPANE DELIVERY-5228 S. ISABELLA | 1,293.40 |
| 12/01/2022 | 101 | 570 (E) | 01186 | COYNE PROPANE LLC | DIESEL DELIVERY-5228 S ISABELLA DIESEL DELIVERY-2279 S MERIDIAN DIESEL DELIVERY-4795 S MISSION RD PROPANE DELIVERY-4511 E RIVER RD | 2,014.23 595.67 948.34 681.68 <u>4,239.92</u> |
| 12/02/2022 | 101 | 572 (E) | 00146 | CONSUMERS ENERGY | 800 CRAIG HILL RD 5319 E AIRPORT RD 4520 E RIVER RD 1633 S LINCOLN 1046 S MISSION 1605 SCULLY RD 2279 S MERIDIAN RD PUMP HOUSE 2279 S MERIDIAN RD 2180 S LINCOLN RD 2010 S LINCOLN RD 2495 E DEERFIELD RD 2188 E PICKARD RD 1776 E PICKARD RD 1876 E PICKARD RD 1876 S LINCOLN RD 2424 W MAY ST 4511 E RIVER RD | 59.49 79.42 149.23 283.48 153.66 62.65 165.35 1,461.94 29.27 1,035.64 136.55 104.49 40.12 78.99 18.20 700.44 12,111.62 <u>16,670.54</u> |
| 12/02/2022 | 101 | 573 (E) | 00146 | VOID | Void Reason: Created From Check Run Process | V |
| 12/02/2022 | 101 | 574 (E) | 00527 | PITNEY BOWES GLOBAL FINANCIAL LLC | POSTAGE METER LEASE - 4TH QTR 2022 | 462.75 |
| 12/02/2022 | 101 | 575 (E) | 01105 | MASTERCARD | MASTERCARD CRAWFORD MASTERCARD BEBOW MASTERCARD WALDRON MASTERCARD DEARING MASTERCARD MCBRIDE MASTERCARD ROCKAFELLOW MASTERCARD FUSSMAN MASTERCARD STUHLREHER MASTERCARD HOHLBIEN MASTERCARD OCKERT MASTERCARD THEISEN MASTERCARD NANNEY MASTERCARD SOMMER MASTERCARD CODY MASTERCARD SMITH MASTERCARD COFFELL | 36.15 93.40 239.76 4,882.02 1,254.35 26.74 286.95 632.88 350.00 161.88 28.98 70.75 52.21 295.10 165.10 29.88 <u>8,606.15</u> |
| 12/02/2022 | 101 | 576 (E) | 01105 | VOID | Void Reason: Created From Check Run Process | V |
| 11/30/2022 | 101 | 24188 | 01369 | GRANGER | CLEAN UP DAY REFUSE SERVICE | 3,201.33 |
| 12/02/2022 | 101 | 24189 | 01774 | ERIC MILLER | MACEO-FALL CONFERENCE REIMBURSEMENT | 136.47 |
| 12/14/2022 | 101 | 24190 | 01358 | 21ST CENTURY MEDIA-MICHIGAN | PLANNING COMM-PUBLIC HEARING NOTICE | 028 274.73 |

| Check Date | Bank | Check | Vendor | Vendor Name | Description | Amount |
|------------|------|-------|--------|-------------------------------------|--|--|
| | | | | | | 11,744.15 |
| 12/14/2022 | 101 | 24208 | 00231 | FOUR SEASON'S EXTERMINATING | TWP HALL INSP/TREATMENT-DEC 2022 PEST CONTROL TREATMENT-WTR PLANT | 40.00 185.00 <hr/> 225.00 |
| 12/14/2022 | 101 | 24209 | 00249 | GILL-ROY'S HARDWARE | OFFICE SUPPLIES-CABLE TIES FOR BLDG METAL WREATH HANGER | 4.18 5.99 <hr/> 10.17 |
| 12/14/2022 | 101 | 24210 | 01583 | GOUDREAU & ASSOCIATES INC. | TWP HALL FEASIBILITY STUDY-PROG PMT #1 | 4,800.00 |
| 12/14/2022 | 101 | 24211 | 00257 | GOURDIE-FRASER, INC. | 2022 WATER RELIABILITY STUDY PMT 3 | 6,250.00 |
| 12/14/2022 | 101 | 24212 | 00261 | GRAINGER | THERMOMETER HOLDER CONTROL CABINET KEYS | 41.02 145.80 <hr/> 186.82 |
| 12/14/2022 | 101 | 24213 | 00266 | HACH COMPANY | TESTING EQUIPMENT | 845.00 |
| 12/14/2022 | 101 | 24214 | 01824 | WILLIAM HAUCK | REIMB FOR PENS BOUGHT ON ELECTION DAY | 10.60 |
| 12/14/2022 | 101 | 24215 | 01669 | HOLLIDAY INTERIORS LLC | NEW OFFICE FURNITURE PROJECT | 150.00 |
| 12/14/2022 | 101 | 24216 | 00290 | HOTSY OF MID-MICHIGAN | PRESSURE WASHER SERVICE CALL | 344.71 |
| 12/14/2022 | 101 | 24217 | 01721 | HYDROCORP | CROSS CONNECTION CONTROL PRG/NON RESIDEN CROSS CONNECTION CONTROL PRG/RESIDENTIAL | 950.00 2,650.00 <hr/> 3,600.00 |
| 12/14/2022 | 101 | 24218 | 01821 | JACK DOHENY COMPANY | 2021 SEWER CLEANER VACTOR TRUCK | 420,898.00 |
| 12/14/2022 | 101 | 24219 | 01822 | JOHN HENRY EXCAVATING | BULK WATER OVERPAYMENT REFUND | 249.00 |
| 12/14/2022 | 101 | 24220 | 01237 | KONE, INC | ELEVATOR INSP @ LIFTSTATION #2 | 496.98 |
| 12/14/2022 | 101 | 24221 | 00362 | KRAPOHL FORD & LINCOLN | OIL CHANGE-2014 FORD F150 BLDG DEPT | 73.35 |
| 12/14/2022 | 101 | 24222 | 01825 | JAMES LITTLE | RETURN RENTAL DEPOSIT-JAMESON HALL | 250.00 |
| 12/14/2022 | 101 | 24223 | 01455 | JENNIFER LOVEBERRY | REIMBURSE MILEAGE TO AND FROM TWP HALL | 121.88 |
| 12/14/2022 | 101 | 24224 | 01698 | MICHIGAN DOWNTOWN ASSOCIATION | MDA SPRING WORKSHOP | 150.00 |
| 12/14/2022 | 101 | 24225 | 00142 | MICHIGAN OFFICE SOLUTIONS | PRINTER/COPIER SERV AGREEMENT-DEC 2022 | 1,052.01 |
| 12/14/2022 | 101 | 24226 | 00422 | MICHIGAN PIPE & VALVE-MT. PLEASANT | C900 PVC PRESSURE PIPE FIRE HYDRANT INSTALL FITTINGS & MATERIAL | 291.00 11,262.80 <hr/> 11,553.80 |
| 12/14/2022 | 101 | 24227 | 00907 | MID MICHIGAN CABLE CONSORTIUM | FRANCHISE FEES-3RD QTR 2022 | 11,445.21 |
| 12/14/2022 | 101 | 24228 | 00463 | MT. PLEASANT HEATING & AIR COND | SERVICE FURNACE/SAFETY CHECK - SHOP | 115.00 |
| 12/14/2022 | 101 | 24229 | 00466 | MT. PLEASANT RENTAL CENTER | CLEAN-UP DAY PORTAJOHNS RENTAL-SHORT PAID | 8.66 |
| 12/14/2022 | 101 | 24230 | 00128 | CITY OF MT. PLEASANT | FIRE CONTRACT PAYMENT-1ST Q 2023 | 207,525.00 |
| 12/14/2022 | 101 | 24231 | 01785 | MUNICIPAL & CONTRACTOR SEALING PROD | MANHOLE WATERPROOFING-FINAL PMT | 6,690.00 |
| 12/14/2022 | 101 | 24232 | 01638 | NOVO PRINT USA | CLEAN UP DAY ADVERTISEMENT | 1,000.00 |
| 12/14/2022 | 101 | 24233 | 01631 | NOLAN OCKERT | MILEAGE REIMBURSEMENT REPORT MILEAGE REIMBURSEMENT | 27.87 25.00 <hr/> 52.87 |
| 12/14/2022 | 101 | 24234 | 00131 | PERCEPTIVE CONTROLS, INC | GRIT BUILDING CONTROL PANEL UPDATE REMOTE SUPPORT - FLOW TOTALIZER | 5,068.80 438.75 <hr/> 5,507.55 |
| 12/14/2022 | 101 | 24235 | 00532 | PLUMMER'S ENVIRONMENTAL SERV. | MANHOLE REHAB WORK | 1,051.00 |
| 12/14/2022 | 101 | 24236 | 00539 | PRINTING SYSTEMS, INC | VOTER REGISTRATION RESPONSE CARDS | 176.29 |

12/07/2022 04:15 PM
 User: SHERRIE
 DB: Union

CHECK REGISTER FOR CHARTER TOWNSHIP OF UNION
 CHECK DATE FROM 11/23/2022 - 12/14/2022

| Check Date | Bank | Check | Vendor | Vendor Name | Description | Amount |
|------------|------|-------|--------|-------------------------------------|---|----------------------|
| 12/14/2022 | 101 | 24237 | 01164 | KIMBERLY RICE | REIMBURSE-TAX BILL POSTAGE | 7.32 |
| 12/14/2022 | 101 | 24238 | 01773 | SUPERIOR FERTILIZER | SALT FOR TWP FACILITIES | 645.82 |
| 12/14/2022 | 101 | 24239 | 01495 | MARK STUHLBREHER | EXPENSE REIMB-LUNCH REGIONAL MME | 23.88 |
| 12/14/2022 | 101 | 24240 | 01654 | TRACE ANALYTICAL LABORATORIES, INC. | SAMPLE HANDLING, STORAGE & DISPOSAL | 24.00 |
| | | | | | SAMPLE HANDLING, STORAGE, DISPOSAL | 185.34 |
| | | | | | | <u>209.34</u> |
| 12/14/2022 | 101 | 24241 | 01013 | USA BLUE BOOK | SWIFTEST/POWDER PILLOWS/IRON FERROVER | 1,289.97 |
| 12/14/2022 | 101 | 24242 | 01314 | VERIZON WIRELESS | CELLPHONES 11-16-22 TO 12-15-22 | 489.12 |
| 12/14/2022 | 101 | 24243 | 01257 | JOSH WALDRON | MILEAGE REIMBURSEMENT | 12.50 |
| 12/14/2022 | 101 | 24244 | 00703 | WASTE MANAGEMENT OF MICHIGAN, INC | DUMPSTER SERVICE-JAMESON PARK DEC 2022 | 116.97 |
| | | | | | DUMPSTER SERVICE - WWTP DEC 2022 | 272.10 |
| | | | | | DUMPSTER SERVICE - SHOP DEC 2022 | 47.39 |
| | | | | | DUMPSTER SERVICE-MCDONALD PARK DEC 2022 | 133.42 |
| | | | | | DUMPSTER SERVICE-TWP HALL DEC 2022 | 73.50 |
| | | | | | DUMPSTER SERVICE-WTR DEC 2022 | 42.80 |
| | | | | | | <u>686.18</u> |
| 12/14/2022 | 101 | 24245 | 01819 | ALLYSON WING | JAMESON HALL RETURNED RENTAL DEPOSIT | 250.00 |
| 12/14/2022 | 101 | 24246 | 00723 | WINN TELECOM | PHONE SERVICE 12/1/22-12/31/22 | 360.01 |
| | | | | | | <u><u>360.01</u></u> |

101 TOTALS:

Total of 66 Checks:
 Less 2 Void Checks:

935,608.96
 0.00

Total of 64 Disbursements:

935,608.96

| |
|--|
| Charter Township of Union Payroll |
|--|

CHECK DATE: November 23, 2022

PPE: November 19, 2022

NOTE: PAYROLL TRANSFER NEEDED

| | | |
|--|-----------|-------------------|
| General Fund | \$ | 38,913.24 |
| Fire Fund | | |
| EDDA | | |
| WDDA | | |
| Sewer Fund | | 37,410.22 |
| Water Fund | | 26,387.04 |
| Total To Transfer from Pooled Savings | \$ | 102,710.50 |

NOTE: CHECK TOTAL FOR TRANSFER

| | | |
|---|-----------|-------------------|
| BS&A Gross Payroll | \$ | 61,337.35 |
| Employer Share Medicare | | 881.06 |
| Employer Share SS | | 3,767.34 |
| SUI | | |
| Pension-Employer Portion | | 5,084.32 |
| Workers' Comp | | 396.37 |
| Life/LTD | | - |
| Dental | | 1,256.67 |
| Health Care | | 29,902.90 |
| Vision | | - |
| Vision Contribution | | - |
| Health Care Contribution | | - |
| Flex Administrators | | 40.00 |
| Cobra/Flex Administration | | 44.49 |
| PCORI Fee | | - |
| Total Transfer to Payroll Checking | \$ | 102,710.50 |

TOTAL TRANSFER FROM POOLED SAVINGS TO PAYROLL ACCOUNT

CONFIRMATION NUMBER: _____ **DATE:** _____

ACH NUMBER: _____ **TIME:** _____

Payroll

CHECK DATE: December 8, 2022

PPE: December 3, 2022

NOTE: PAYROLL TRANSFER NEEDED

| | |
|--|-----------------------------------|
| General Fund | \$ 33,147.86 |
| Fire Fund | |
| EDDA | |
| WDDA | |
| Sewer Fund | 31,567.27 |
| Water Fund | 24,716.55 |
| Total To Transfer from Pooled Savings | <u><u>\$ 89,431.68</u></u> |

NOTE: CHECK TOTAL FOR TRANSFER

| | |
|---|-----------------------------------|
| BS&A Gross Payroll | \$ 61,045.18 |
| Employer Share Medicare | 806.08 |
| Employer Share SS | 3,446.78 |
| SUI | |
| Pension-Employer Portion | 5,074.93 |
| Workers' Comp | 394.77 |
| Life/LTD | 606.42 |
| Dental | 1,256.67 |
| Health Care | 21,308.90 |
| Vision | 369.16 |
| Vision Contribution | (184.58) |
| Health Care Contribution | (4,692.63) |
| Flex Administrators | - |
| Cobra/Flex Administration | - |
| PCORI Fee | - |
| Total Transfer to Payroll Checking | <u><u>\$ 89,431.68</u></u> |

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

BOARD MEMBER: Bryan Mielke

MONTH, YEAR: July - Dec 2022

| Date MM/DD | Meeting | Time Attended | | Total |
|---------------|-------------------|---------------|--------------|-------|
| | | 1hr or less | More than Hr | |
| 8/16 | EDA | ✓ | | \$ 50 |
| 9/20 | EDA | ✓ | | \$ 50 |
| 9/28 | Intergovernmental | ✓ | | \$ 50 |
| 9/29 | SCIT Round Table | | ✓ | \$ 75 |
| 10/18 | EDA | ✓ | | \$ 50 |
| 11/29 | EDA | ✓ | | \$ 50 |
| | | | | |
| | | | | |
| | | | | |

Signature: *Bryan Mielke* **Date:** 12/6/22

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: Tuesday, November 22, 2022



Alarm Date between 2022-11-14 and 2022-11-20

| District | NFIRS Number | Alarm Date | Incident Type Code | Incident Type | Apparatus Name | Personnel Count | Alarms |
|-----------------------|----------------|---------------------------|--------------------|--|----------------|---------------------------|--------|
| Union Township | 0000942 | | | | | | |
| | | 11/14/2022 8:21:25 AM | 322 | Motor vehicle accident with injuries | ENG 32 | 2 | 1 |
| | | | | | | Total Responding 2 | |
| Union Township | 0000943 | | | | | | |
| | | 11/14/2022 10:48:57 AM | 321 | EMS call, excluding vehicle accident with injury | ENG 32 | 2 | 1 |
| | | | | | | Total Responding 2 | |
| Union Township | 0000950 | | | | | | |
| | | 11/18/2022 4:22:59 PM | 251 | Excessive heat, scorch burns with no ignition | ENG 33 | 2 | 1 |
| | | | | | | Total Responding 2 | |

| | | | | | | | |
|-----------------------|------------------------|---------------------------|-----|--|--------|---------------------------|---|
| Union Township | 0000953 | | | | | | |
| | | 11/19/2022 11:34:02 AM | 551 | Assist police or other governmental agency | ENG 33 | 2 | 1 |
| | | | | | | Total Responding 2 | |
| | Total Runs 4 | | | | | Total Responding 8 | |

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, December 7, 2022



Alarm Date between 2022-11-28 and 2022-12-04

| District | NFIRS Number | Alarm Date | Incident Type Code | Incident Type | Apparatus Name | Personnel Count | Alarms |
|-----------------------|----------------|--------------------------|--------------------|--|----------------|---------------------------|--------|
| Union Township | 0000979 | | | | | | |
| | | 11/30/2022 7:47:33 AM | 444 | Power line down | ENG 31 | 2 | 1 |
| | | | | | | Total Responding 2 | |
| Union Township | 0000983 | | | | | | |
| | | 12/3/2022 5:37:17 AM | 745 | Alarm system activation, no fire - unintentional | ENG 31 | 2 | 1 |
| | | | | | | Total Responding 2 | |
| Union Township | 0000984 | | | | | | |
| | | 12/1/2022 2:00:39 PM | 321 | EMS call, excluding vehicle accident with injury | ENG 31 | 2 | 1 |
| | | | | | | Total Responding 2 | |

| | | | | | | | |
|-----------------------|----------------|--------------------------|-----|--|--------|---------------------------|---|
| Union Township | 0000985 | | | | | | |
| | | 12/1/2022 2:39:07 PM | 321 | EMS call, excluding vehicle accident with injury | ENG 31 | 2 | 1 |
| | | | | | | Total Responding 2 | |
| Union Township | 0000986 | | | | | | |
| | | 12/2/2022 5:11:57 PM | 322 | Motor vehicle accident with injuries | ENG 31 | 2 | 1 |
| | | | | | | Total Responding 2 | |
| Union Township | 0000987 | | | | | | |
| | | 12/3/2022 9:15:00 AM | 813 | Wind storm, tornado/hurricane assessment | ENG 31 | 2 | 1 |
| | | | | | | Total Responding 2 | |
| Union Township | 0000989 | | | | | | |
| | | 12/3/2022 10:32:03 AM | 311 | Medical assist, assist EMS crew | ENG 31 | 2 | 1 |

| | | | | | | | | |
|---------------------------|-------------------------|-------------------------|-----|---|--------|--|--------------------------------|---|
| | | | | | | | Total Responding 2 | |
| Union Township | 0000992 | | | | | | | |
| | | 12/3/2022 3:02:00 PM | 743 | Smoke detector activation, no fire - unintentional | ENG 31 | | 2 | 1 |
| | | | | | | | Total Responding 2 | |
| Union Township | 0000993 | | | | | | | |
| | | 12/3/2022 7:18:00 PM | 444 | Power line down | ENG 31 | | 2 | 1 |
| | | | | | | | Total Responding 2 | |
| | Total Runs 9 | | | | | | Total Responding 18 | |

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: Board of Trustees **DATE:** December 8, 2022

FROM: Mark Stuhldreher, Township Manager **DATE FOR BOARD CONSIDERATION:** 12/14/22

ACTION REQUESTED: Consider adoption of the FY 2023 Appropriations Resolution covering the following funds: General, Fire, Special Assessment, East DDA, West DDA, 2% Grant, Sewer and Water and approval of the 2023 fee schedule and millage rates

Current Action Emergency

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

Finance Approval _____ *MDS*

BACKGROUND INFORMATION

The Uniform Budget Act and PA 359 of 1947 require that the budget for the next fiscal year be adopted no later December 31, 2022, for the following fiscal year. The Township has properly posted and held a public hearing for the budget.

The Appropriations Resolution states that the budget for the various funds is adopted at the departmental level, approves the 2023 fee schedule, and set the millage rates for 2023. Further, the Resolution states that budget is subject to all Township policies regarding the expenditure of funds, budget management, budget reporting, other financial related policies. This final recommended budget is as described in the attached.

The final recommended budget differs from the original recommended budget in the following ways:

1. The water turn off/on fee for non-payment is set at \$120.00, which is the same as the FY 2022 fee
2. The use of ARPA funds to support certain water and sewer projects has been removed. These projects are still budgeted but the expenses will be supported by existing resources
3. \$16,000 has been added to the Manager’s department to fund a citizen survey project

The following is a summary of the activities related to the review of the FY 2022 budget recommendation:

| Activity | Date |
|--|-------------------|
| Board receives Managers Recommended Budget | October 2022 |
| Budget is available for public inspection at township hall and on township website and review meetings held with the Board of Trustees | October - current |
| Public Hearing held | November 23, 2021 |

SCOPE OF SERVICES

Adoption of the FY 2023 budget for various funds, approval of the fee schedule and approval of the 2023 millage rates all as reflected in or referenced by the Appropriation Resolution.

JUSTIFICATION

The 2023 budget directs resources toward the advancement of the Ends Policies as outlined in the Union Township Board Policy Manual. Further, budget adoption is required under the Uniform Budget Act and PA 359 of 1947.

PROJECT IMPROVEMENTS

The following Board of Trustees goals are addressed with the adoption of these budgets (From Policy 1.0: Global Ends)

- Community well-being and common good
- Prosperity through economic diversity, cultural diversity , and social diversity
- Safety
- Health
- Natural environment
- Commerce

COSTS

As reflected in the attached budget reports

PROJECT TIME TABLE

January 1, 2023 - December 31, 2023

RESOLUTION

See attached Resolution

| | | Calculations as of 12/31/2022 | | | | | | |
|----------------------------|------------------------------------|-------------------------------|-----------|---------------|-----------|-------------|----------|--|
| GL NUMBER | | 2021 | 2022 | 2022 | 2022 | 2023 | 2023 | |
| AND | | ACTIVITY | AMENDED | ACTIVITY | PROJECTED | RECOMMENDED | APPROVED | |
| DEPARTMENT | DESCRIPTION | | BUDGET | THRU 12/31/22 | ACTIVITY | BUDGET | BUDGET | |
| ESTIMATED REVENUES | | | | | | | | |
| Dept 000 - NONE | | | | | | | | |
| 101-000-402.000 | CURRENT PROPERTY TAX | 314,883 | 314,000 | 311,820 | 311,820 | 335,500 | | |
| 101-000-402.001 | PROPERTY TAX REFUNDS-MTT | (1,253) | (5,000) | (2,609) | (5,000) | (5,000) | | |
| 101-000-402.002 | PILOT TAX | 3,397 | 3,000 | | 3,000 | 3,000 | | |
| 101-000-420.000 | DELQ PERSONAL PROPERTY TAXES | 138 | 250 | 150 | 250 | 250 | | |
| 101-000-425.000 | MOBILE HOME PARK TAX | 3,032 | 2,600 | 2,520 | 2,600 | 3,000 | | |
| 101-000-445.000 | INTEREST ON TAXES | 939 | 600 | 48 | 600 | 600 | | |
| 101-000-446.000 | 3% OR 4% PENALTY ON TAX | 4,220 | 6,200 | 6,328 | 6,200 | 5,000 | | |
| 101-000-447.000 | ADMIN FEE-PROPERTY TAX | 154,047 | 150,000 | 159,853 | 150,000 | 156,000 | | |
| 101-000-447.001 | ADMIN FEES-REFUNDS MTT BOR | (1,360) | (1,000) | (1,753) | (1,000) | (1,000) | | |
| 101-000-447.050 | ADMIN FEE-STATE EDUC TAX(SET) | 7,763 | 7,700 | 7,745 | 7,700 | 7,700 | | |
| 101-000-447.100 | ADMIN FEE-PRIOR YEARS | 216 | 200 | 40 | 200 | 200 | | |
| 101-000-475.000 | CABLE FRANCHISE FEES | 113,716 | 109,000 | 86,826 | 109,000 | 109,000 | | |
| 101-000-476.000 | BUILDING PERMITS | 59,556 | 70,000 | 68,622 | 70,000 | 70,000 | | |
| 101-000-477.000 | RENTAL INSPECTION FEES | 94,696 | 94,000 | 95,198 | 94,000 | 95,000 | | |
| 101-000-478.000 | DOG LICENSE REVENUE | | | 30 | | | | |
| 101-000-479.000 | ZONING PERMITS | 24,575 | 18,000 | 19,375 | 18,000 | 18,000 | | |
| 101-000-573.000 | STATE AID REVENUE-LCSA | 2,702 | 4,500 | 4,561 | 4,500 | 4,500 | | |
| 101-000-574.000 | STATE REVENUE SHARING | 1,375,571 | 1,350,000 | 887,046 | 1,364,000 | 1,350,000 | | |
| 101-000-574.100 | LIQUOR STATE REVENUE SHARING | 13,682 | 13,800 | 13,877 | 11,500 | 13,800 | | |
| 101-000-574.200 | METRO ACT REVENUE SHARING-LCSA | 8,228 | 8,800 | 8,816 | 8,800 | 8,800 | | |
| 101-000-576.000 | STATE GRANTS-SPECIAL ELECTION REIM | 35,039 | | | | | | |
| 101-000-582.000 | CONTRIBUTION FROM TRIBE | 272,227 | 179,504 | 179,504 | 179,504 | | | |
| 101-000-583.000 | CONTRIBUTION FROM EDA FOR PROJECTS | 211,000 | 460,600 | 460,594 | 460,600 | | | |
| 101-000-584.000 | CONTRIBUTION FROM SCHOOL SYSTEM | 7,804 | | | | | | |
| 101-000-613.000 | APPLICATION FEES | | 500 | 500 | 500 | 500 | | |
| 101-000-628.000 | LAND DIVISIONS/CONDO CONV | 400 | 1,500 | 1,200 | 1,000 | 1,000 | | |
| 101-000-630.000 | WEED ABATEMENT SERVICES | 760 | 1,200 | 695 | 1,000 | 1,000 | | |
| 101-000-651.000 | USE FEES-BASEBALL FIELDS | 1,590 | 1,600 | 760 | 800 | 1,600 | | |
| 101-000-655.000 | FINES & FORFEITURES | 627 | 4,000 | 3,890 | 4,000 | 2,500 | | |
| 101-000-665.000 | INTEREST EARNED | 26,008 | 24,000 | 21,355 | 15,000 | 23,200 | | |
| 101-000-667.000 | RENT - JAMESON HALL | | 5,000 | 1,975 | 5,000 | 3,000 | | |
| 101-000-667.100 | RENT - McDONALD PARK PAVILION | 1,332 | 1,500 | 1,260 | 1,500 | 1,500 | | |
| 101-000-667.200 | RENT - JAMESON PAVILION | 1,296 | 1,500 | 1,104 | 1,500 | 1,500 | | |
| 101-000-667.300 | LEASES | 900 | 900 | 900 | 900 | 900 | | |
| 101-000-671.000 | OTHER REVENUE | 19,513 | 5,000 | 1,770 | 5,000 | 5,000 | | |
| 101-000-672.400 | REVENUE-STREET LIGHTS SPEC ASSESS | 18,199 | 18,000 | 9,020 | 18,000 | 18,000 | | |
| 101-000-673.000 | GAIN/LOSS ON SALE(DISPOSAL)OF ASSE | | | | | 13,000 | | |
| 101-000-687.000 | REFUNDS & REBATES | | 10,050 | 10,100 | 10,050 | | | |
| Totals for dept 000 - NONE | | 2,775,443 | 2,861,504 | 2,363,120 | 2,860,524 | 2,247,050 | | |
| TOTAL ESTIMATED REVENUES | | 2,775,443 | 2,861,504 | 2,363,120 | 2,860,524 | 2,247,050 | | |

| Calculations as of 12/31/2022 | | | | | | | |
|---|-----------------------------------|------------------|---------------------------|-----------------------------------|-------------------------------|-------------------------------|----------------------------|
| GL NUMBER AND DEPARTMENT | DESCRIPTION | 2021 ACTIVITY | 2022 AMENDED BUDGET | 2022 ACTIVITY THRU 12/31/22 | 2022 PROJECTED ACTIVITY | 2023 RECOMMENDED BUDGET | 2023 APPROVED BUDGET |
| APPROPRIATIONS | | | | | | | |
| 101 | TRUSTEES | 59,110 | 68,762 | 56,128 | 68,762 | 68,748 | |
| 171 | SUPERVISOR | 7,302 | 10,492 | 7,215 | 8,917 | 10,213 | |
| 172 | TWP MANAGER | 114,352 | 109,949 | 94,149 | 109,949 | 128,040 | |
| 191 | ACCOUNTING/GEN ADMIN | 202,963 | 252,546 | 218,397 | 242,346 | 255,609 | |
| 215 | CLERK | 36,832 | 42,240 | 33,833 | 42,240 | 42,219 | |
| 228 | DATA PROCESSING, INFORMATION TECH | 50,739 | 64,669 | 41,100 | 70,669 | 44,000 | |
| 253 | TREASURER | 28,619 | 35,978 | 23,507 | 31,428 | 35,989 | |
| 257 | ASSESSOR | 118,136 | 122,454 | 101,385 | 120,704 | 122,900 | |
| 262 | ELECTIONS | 28,667 | 58,038 | 39,041 | 58,038 | 32,758 | |
| 265 | TWP HALL & GROUNDS | 67,559 | 83,395 | 76,465 | 81,395 | 89,395 | |
| 266 | LEGAL/ATTORNEY | 126,163 | 100,000 | 44,726 | 100,000 | 80,000 | |
| 371 | BUILDING | 262,188 | 316,206 | 261,043 | 316,136 | 311,789 | |
| 441 | PUBLIC WORKS | 505,443 | 1,269,000 | 159,762 | 1,269,000 | 1,256,000 | |
| 701 | PLANNING | 253,382 | 286,904 | 245,002 | 288,704 | 373,752 | |
| 751 | PARKS & RECREATION | 89,303 | 132,750 | 93,904 | 129,850 | 109,979 | |
| 901 | CAPITAL OUTLAY | 240,413 | 366,400 | 246,252 | 348,000 | 137,500 | |
| 910 | DEBT SERVICE-LEASES | 3,322 | | | | | |
| TOTAL APPROPRIATIONS | | 2,194,493 | 3,319,783 | 1,741,909 | 3,286,138 | 3,098,891 | |
| NET OF REVENUES/APPROPRIATIONS - FUND 101 | | 580,950 | (458,279) | 621,211 | (425,614) | (851,841) | |
| BEGINNING FUND BALANCE | | 5,251,876 | 5,832,833 | 5,832,833 | 5,832,833 | 5,407,219 | 5,407,219 |
| ENDING FUND BALANCE | | 5,832,826 | 5,374,554 | 6,454,044 | 5,407,219 | 4,555,378 | 5,407,219 |

| | | Calculations as of 12/31/2022 | | | | | | |
|--------------------------------|------------------------------|-------------------------------|---------------------------|-----------------------------------|-------------------------------|-------------------------------|----------------------------|--|
| GL NUMBER AND DEPARTMENT | DESCRIPTION | 2021 ACTIVITY | 2022 AMENDED BUDGET | 2022 ACTIVITY THRU 12/31/22 | 2022 PROJECTED ACTIVITY | 2023 RECOMMENDED BUDGET | 2023 APPROVED BUDGET | |
| ESTIMATED REVENUES | | | | | | | | |
| Dept 000 - NONE | | | | | | | | |
| 206-000-402.000 | CURRENT REAL PROPERTY TAX | 708,317 | 701,000 | 701,604 | 701,000 | 754,000 | | |
| 206-000-402.001 | PROPERTY TAX REFUNDS-MTT | (3,014) | (10,000) | (5,869) | (10,000) | (10,000) | | |
| 206-000-402.002 | PILOT TAX | 7,643 | 7,000 | | 7,000 | 7,500 | | |
| 206-000-402.100 | PRIOR YEARS PROPERTY TAXES | | (200) | | (200) | (200) | | |
| 206-000-420.000 | DELQ PERSONAL PROPERTY TAXES | 290 | 500 | 337 | 500 | 500 | | |
| 206-000-445.000 | INTEREST ON TAXES | 38 | 300 | 16 | 300 | 300 | | |
| 206-000-543.000 | STATE GRANT-PUBLIC SAFETY | 19,273 | 12,000 | 10,493 | 12,000 | 19,000 | | |
| 206-000-573.000 | STATE AID REVENUE-LCSA | 5,404 | 10,200 | 10,263 | 10,263 | 10,200 | | |
| 206-000-600.200 | FIRE PROTECTION - EDDA | 81,150 | 81,200 | 78,175 | 78,125 | 80,000 | | |
| 206-000-600.300 | FIRE PROTECTION - WDDA | 59,516 | 59,000 | 63,255 | 63,255 | 64,000 | | |
| 206-000-665.000 | INTEREST EARNED | 3,546 | 3,000 | 2,471 | 2,000 | 4,800 | | |
| Totals for dept 000 - NONE | | 882,163 | 864,000 | 860,745 | 864,243 | 930,100 | | |
| TOTAL ESTIMATED REVENUES | | 882,163 | 864,000 | 860,745 | 864,243 | 930,100 | | |

BUDGET REPORT FOR CHARTER TOWNSHIP OF UNION
 Fund: 206 FIRE FUND

| | | Calculations as of 12/31/2022 | | | | | | |
|---|-----------------|-------------------------------|---------------------------|-----------------------------------|-------------------------------|-------------------------------|----------------------------|--|
| GL NUMBER AND DEPARTMENT | DESCRIPTION | 2021 ACTIVITY | 2022 AMENDED BUDGET | 2022 ACTIVITY THRU 12/31/22 | 2022 PROJECTED ACTIVITY | 2023 RECOMMENDED BUDGET | 2023 APPROVED BUDGET | |
| APPROPRIATIONS | | | | | | | | |
| 336 | FIRE DEPARTMENT | 745,791 | 848,050 | 815,383 | 848,050 | 865,250 | | |
| TOTAL APPROPRIATIONS | | 745,791 | 848,050 | 815,383 | 848,050 | 865,250 | | |
| NET OF REVENUES/APPROPRIATIONS - FUND 206 | | 136,372 | 15,950 | 45,362 | 16,193 | 64,850 | | |
| BEGINNING FUND BALANCE | | 823,958 | 960,333 | 960,333 | 960,333 | 976,526 | 976,526 | |
| ENDING FUND BALANCE | | 960,330 | 976,283 | 1,005,695 | 976,526 | 1,041,376 | 976,526 | |

Calculations as of 12/31/2022

| GL NUMBER AND DEPARTMENT | DESCRIPTION | 2021 ACTIVITY | 2022 AMENDED BUDGET | 2022 ACTIVITY THRU 12/31/22 | 2022 PROJECTED ACTIVITY | 2023 RECOMMENDED BUDGET | 2023 APPROVED BUDGET |
|------------------------------------|-----------------------------------|------------------|---------------------------|-----------------------------------|-------------------------------|-------------------------------|----------------------------|
| ESTIMATED REVENUES | | | | | | | |
| Dept 000 - NONE | | | | | | | |
| 245-000-665.000 | INTEREST EARNED | 516 | 400 | 893 | 400 | 400 | |
| 245-000-672.106 | REVENUE-MCDONALD DRIVE SPEC ASSES | 2,550 | 5,000 | | 5,000 | | |
| 245-000-672.107 | REVENUE-GREEN ACRES SPEC ASSESS | 3,581 | 3,200 | 1,364 | 3,200 | | |
| 245-000-672.108 | REVENUE-THE OAKS SPEC ASSESS | 5,377 | 4,000 | 2,802 | 4,000 | | |
| 245-000-672.109 | REVENUE-BLGRAS/ISB SIDEWALK | 10,124 | 5,000 | 2,245 | 5,000 | 5,000 | |
| 245-000-672.110 | REVENUE-MCGUIRK PAVING-PRINCIPAL | 35,667 | 3,800 | 4,966 | 3,800 | 5,000 | |
| 245-000-672.111 | REVENUE-MCGUIRK PAVING-INTEREST | | 100 | 1,418 | 1,143 | 1,000 | |
| 245-000-672.112 | REVENUE-CARRIAGE PAVING PRINCIPAL | | 10,000 | 41,650 | 41,650 | 5,000 | |
| 245-000-672.113 | REVENUE-CARRIAGE PAVING INTEREST | | | | | 1,000 | |
| Totals for dept 000 - NONE | | 57,815 | 31,500 | 55,338 | 64,193 | 17,400 | |
| Dept 441 - PUBLIC WORKS | | | | | | | |
| 245-441-460.000 | PENALTIES ON SPECIAL ASSESSMENTS | | | 105 | | 100 | |
| Totals for dept 441 - PUBLIC WORKS | | | | 105 | | 100 | |
| TOTAL ESTIMATED REVENUES | | 57,815 | 31,500 | 55,443 | 64,193 | 17,500 | |

BUDGET REPORT FOR CHARTER TOWNSHIP OF UNION
 Fund: 245 SPECIAL ASSESSMENTS FUND

| | | Calculations as of 12/31/2022 | | | | | | |
|---|-------------|-------------------------------|---------------------------|-----------------------------------|-------------------------------|-------------------------------|----------------------------|--|
| GL NUMBER AND DEPARTMENT | DESCRIPTION | 2021 ACTIVITY | 2022 AMENDED BUDGET | 2022 ACTIVITY THRU 12/31/22 | 2022 PROJECTED ACTIVITY | 2023 RECOMMENDED BUDGET | 2023 APPROVED BUDGET | |
| APPROPRIATIONS 000 | NONE | 57,207 | 103,000 | 63,358 | 101,000 | 3,000 | | |
| TOTAL APPROPRIATIONS | | 57,207 | 103,000 | 63,358 | 101,000 | 3,000 | | |
| NET OF REVENUES/APPROPRIATIONS - FUND 245 | | 608 | (71,500) | (7,915) | (36,807) | 14,500 | | |
| BEGINNING FUND BALANCE | | 269,030 | 269,639 | 269,639 | 269,639 | 232,832 | 232,832 | |
| ENDING FUND BALANCE | | 269,638 | 198,139 | 261,724 | 232,832 | 247,332 | 232,832 | |

Calculations as of 12/31/2022

| GL NUMBER AND DEPARTMENT | DESCRIPTION | 2021 ACTIVITY | 2022 AMENDED BUDGET | 2022 ACTIVITY THRU 12/31/22 | 2022 PROJECTED ACTIVITY | 2023 RECOMMENDED BUDGET | 2023 APPROVED BUDGET |
|--------------------------------|------------------------------|------------------|---------------------------|-----------------------------------|-------------------------------|-------------------------------|----------------------------|
| ESTIMATED REVENUES | | | | | | | |
| Dept 000 - NONE | | | | | | | |
| 248-000-402.000 | CURRENT PROPERTY TAX | 447,563 | 506,000 | 506,459 | 506,000 | 515,000 | |
| 248-000-402.001 | PROPERTY TAX REFUNDS-BOR MTT | (504) | (9,900) | (9,873) | (9,900) | (4,000) | |
| 248-000-402.100 | PRIOR YEARS PROPERTY TAXES | | (250) | | (250) | (250) | |
| 248-000-420.000 | DELQ PERSONAL PROPERTY CAPT | 76 | 300 | | 300 | 300 | |
| 248-000-445.000 | INTEREST ON TAXES | 7 | 500 | | 500 | 500 | |
| 248-000-573.000 | STATE AID REVENUE-LCSA | 56,127 | 56,000 | 62,229 | 56,000 | 60,000 | |
| 248-000-665.000 | INTEREST EARNED | 4,340 | 4,800 | 4,461 | 4,800 | 8,600 | |
| 248-000-671.000 | OTHER REVENUE | | 15,000 | 14,820 | 15,000 | 1,000 | |
| Totals for dept 000 - NONE | | 507,609 | 572,450 | 578,096 | 572,450 | 581,150 | |
| TOTAL ESTIMATED REVENUES | | 507,609 | 572,450 | 578,096 | 572,450 | 581,150 | |

Calculations as of 12/31/2022

| GL NUMBER AND DEPARTMENT | DESCRIPTION | 2021 ACTIVITY | 2022 AMENDED BUDGET | 2022 ACTIVITY THRU 12/31/22 | 2022 PROJECTED ACTIVITY | 2023 RECOMMENDED BUDGET | 2023 APPROVED BUDGET |
|---|----------------------|------------------|---------------------------|-----------------------------------|-------------------------------|-------------------------------|----------------------------|
| APPROPRIATIONS | | | | | | | |
| 000 | NONE | 140,873 | 175,555 | 145,681 | 175,555 | 207,075 | |
| 336 | FIRE DEPARTMENT | 81,150 | 78,175 | 78,175 | 78,175 | 80,000 | |
| 728 | ECONOMIC DEVELOPMENT | 415,747 | 268,200 | 28,874 | 268,200 | 1,180,000 | |
| TOTAL APPROPRIATIONS | | 637,770 | 521,930 | 252,730 | 521,930 | 1,467,075 | |
| NET OF REVENUES/APPROPRIATIONS - FUND 248 | | (130,161) | 50,520 | 325,366 | 50,520 | (885,925) | |
| BEGINNING FUND BALANCE | | 1,681,066 | 1,550,906 | 1,550,906 | 1,550,906 | 1,601,426 | 1,601,426 |
| ENDING FUND BALANCE | | 1,550,905 | 1,601,426 | 1,876,272 | 1,601,426 | 715,501 | 1,601,426 |

Calculations as of 12/31/2022

| GL NUMBER AND DEPARTMENT | DESCRIPTION | 2021 ACTIVITY | 2022 AMENDED BUDGET | 2022 ACTIVITY THRU 12/31/22 | 2022 PROJECTED ACTIVITY | 2023 RECOMMENDED BUDGET | 2023 APPROVED BUDGET |
|--------------------------------|------------------------------|------------------|---------------------------|-----------------------------------|-------------------------------|-------------------------------|----------------------------|
| ESTIMATED REVENUES | | | | | | | |
| Dept 000 - NONE | | | | | | | |
| 250-000-402.000 | CURRENT PROPERTY TAX | 341,992 | 397,000 | 397,781 | 397,000 | 413,000 | |
| 250-000-402.001 | PROPERTY TAX REFUNDS-BOR MTT | | (4,000) | | (4,000) | (4,000) | |
| 250-000-420.000 | DELQ PERSONAL PROPERTY CAPT | 21 | 20 | 27 | 20 | 20 | |
| 250-000-445.000 | INTEREST ON TAXES | 3 | 200 | 3 | 200 | 200 | |
| 250-000-573.000 | STATE AID REVENUE-LCSA | 38 | | 321 | | | |
| 250-000-665.000 | INTEREST EARNED | 4,882 | 4,400 | 6,573 | 4,400 | 8,600 | |
| Totals for dept 000 - NONE | | 346,936 | 397,620 | 404,705 | 397,620 | 417,820 | |
| TOTAL ESTIMATED REVENUES | | 346,936 | 397,620 | 404,705 | 397,620 | 417,820 | |

Calculations as of 12/31/2022

| GL NUMBER AND DEPARTMENT | DESCRIPTION | 2021 ACTIVITY | 2022 AMENDED BUDGET | 2022 ACTIVITY THRU 12/31/22 | 2022 PROJECTED ACTIVITY | 2023 RECOMMENDED BUDGET | 2023 APPROVED BUDGET |
|---|----------------------|------------------|---------------------------|-----------------------------------|-------------------------------|-------------------------------|----------------------------|
| APPROPRIATIONS | | | | | | | |
| 000 | NONE | 22,539 | 464,770 | 459,577 | 464,770 | 104,020 | |
| 336 | FIRE DEPARTMENT | 59,516 | 63,255 | 63,255 | 63,255 | 64,000 | |
| 728 | ECONOMIC DEVELOPMENT | 12,840 | 584,475 | 459,061 | 584,475 | 175 | |
| TOTAL APPROPRIATIONS | | 94,895 | 1,112,500 | 981,893 | 1,112,500 | 168,195 | |
| NET OF REVENUES/APPROPRIATIONS - FUND 250 | | 252,041 | (714,880) | (577,188) | (714,880) | 249,625 | |
| BEGINNING FUND BALANCE | | 1,222,457 | 1,474,498 | 1,474,498 | 1,474,498 | 759,618 | 759,618 |
| ENDING FUND BALANCE | | 1,474,498 | 759,618 | 897,310 | 759,618 | 1,009,243 | 759,618 |

Calculations as of 12/31/2022

| GL NUMBER AND DEPARTMENT | DESCRIPTION | 2021 ACTIVITY | 2022 AMENDED BUDGET | 2022 ACTIVITY THRU 12/31/22 | 2022 PROJECTED ACTIVITY | 2023 RECOMMENDED BUDGET | 2023 APPROVED BUDGET |
|-----------------------------------|------------------------------------|------------------|---------------------------|-----------------------------------|-------------------------------|-------------------------------|----------------------------|
| ESTIMATED REVENUES | | | | | | | |
| Dept 000 - NONE | | | | | | | |
| 285-000-539.000 | STATE GRANTS | | 172,350 | 92,350 | 172,350 | 48,000 | |
| 285-000-665.000 | INTEREST EARNED | 156 | 5,300 | 3,630 | 5,300 | 1,600 | |
| 285-000-674.000 | PRIVATE CONTRIBUTIONS & DONATIONS | | 50,000 | 50,000 | 50,000 | | |
| Totals for dept 000 - NONE | | 156 | 227,650 | 145,980 | 227,650 | 49,600 | |
| Dept 930 - TRANSFER IN | | | | | | | |
| 285-930-699.288 | TRANSFER IN FROM TRIBAL 2% GRANT I | | 170,000 | 170,000 | 170,000 | | |
| Totals for dept 930 - TRANSFER IN | | | 170,000 | 170,000 | 170,000 | | |
| TOTAL ESTIMATED REVENUES | | 156 | 397,650 | 315,980 | 397,650 | 49,600 | |

Calculations as of 12/31/2022

| GL NUMBER AND DEPARTMENT | DESCRIPTION | 2021 ACTIVITY | 2022 AMENDED BUDGET | 2022 ACTIVITY THRU 12/31/22 | 2022 PROJECTED ACTIVITY | 2023 RECOMMENDED BUDGET | 2023 APPROVED BUDGET |
|---|----------------|------------------|---------------------------|-----------------------------------|-------------------------------|-------------------------------|----------------------------|
| APPROPRIATIONS | | | | | | | |
| 441 | PUBLIC WORKS | | 250,000 | | 250,000 | | |
| 901 | CAPITAL OUTLAY | | 142,350 | 142,421 | 142,350 | 48,000 | |
| TOTAL APPROPRIATIONS | | | 392,350 | 142,421 | 392,350 | 48,000 | |
| NET OF REVENUES/APPROPRIATIONS - FUND 285 | | 156 | 5,300 | 173,559 | 5,300 | 1,600 | |
| BEGINNING FUND BALANCE | | | 156 | 156 | 156 | 5,456 | 5,456 |
| ENDING FUND BALANCE | | 156 | 5,456 | 173,715 | 5,456 | 7,056 | 5,456 |

Calculations as of 12/31/2022

| GL NUMBER AND DEPARTMENT | DESCRIPTION | 2021 ACTIVITY | 2022 AMENDED BUDGET | 2022 ACTIVITY THRU 12/31/22 | 2022 PROJECTED ACTIVITY | 2023 RECOMMENDED BUDGET | 2023 APPROVED BUDGET |
|--------------------------------|-------------------------|------------------|---------------------------|-----------------------------------|-------------------------------|-------------------------------|----------------------------|
| ESTIMATED REVENUES | | | | | | | |
| Dept 000 - NONE | | | | | | | |
| 288-000-582.000 | CONTRIBUTION FROM TRIBE | 38,227 | 424,875 | 424,875 | 254,875 | | |
| 288-000-665.000 | INTEREST EARNED | 531 | 550 | 598 | 550 | 350 | |
| Totals for dept 000 - NONE | | 38,758 | 425,425 | 425,473 | 255,425 | 350 | |
| TOTAL ESTIMATED REVENUES | | 38,758 | 425,425 | 425,473 | 255,425 | 350 | |

Calculations as of 12/31/2022

| GL NUMBER AND DEPARTMENT | DESCRIPTION | 2021 ACTIVITY | 2022 AMENDED BUDGET | 2022 ACTIVITY THRU 12/31/22 | 2022 PROJECTED ACTIVITY | 2023 RECOMMENDED BUDGET | 2023 APPROVED BUDGET |
|---|----------------------|------------------|---------------------------|-----------------------------------|-------------------------------|-------------------------------|----------------------------|
| APPROPRIATIONS | | | | | | | |
| 728 | ECONOMIC DEVELOPMENT | 285,522 | 304,875 | 179,504 | 304,875 | | |
| 965 | TRANSFER OUT | | 170,000 | 170,000 | | | |
| TOTAL APPROPRIATIONS | | 285,522 | 474,875 | 349,504 | 304,875 | | |
| NET OF REVENUES/APPROPRIATIONS - FUND 288 | | (246,764) | (49,450) | 75,969 | (49,450) | 350 | |
| BEGINNING FUND BALANCE | | 328,501 | 81,737 | 81,737 | 81,737 | 32,287 | 32,287 |
| ENDING FUND BALANCE | | 81,737 | 32,287 | 157,706 | 32,287 | 32,637 | 32,287 |

| | | Calculations as of 12/31/2022 | | | | | | |
|--------------------------------|--------------------------------------|-------------------------------|---------------------------|-----------------------------------|-------------------------------|-------------------------------|----------------------------|--|
| GL NUMBER AND DEPARTMENT | DESCRIPTION | 2021 ACTIVITY | 2022 AMENDED BUDGET | 2022 ACTIVITY THRU 12/31/22 | 2022 PROJECTED ACTIVITY | 2023 RECOMMENDED BUDGET | 2023 APPROVED BUDGET | |
| ESTIMATED REVENUES | | | | | | | | |
| Dept 000 - NONE | | | | | | | | |
| 590-000-456.000 | CONNECTION FEE | 80,451 | 75,000 | 63,510 | 75,000 | 76,875 | | |
| 590-000-582.000 | CONTRIBUTION FROM TRIBE | | 125,371 | | 125,371 | | | |
| 590-000-583.000 | CONTRIBUTION FROM EDA FOR PROJECTS | | 160,000 | | 160,000 | 160,000 | | |
| 590-000-627.000 | SERVICE | 1,383,941 | 1,466,744 | 1,095,480 | 1,466,744 | 1,541,548 | | |
| 590-000-627.100 | DELINQUENT SEWER | | (1,500) | | (1,500) | (1,500) | | |
| 590-000-628.000 | INSPECTION FEE | 2,150 | 3,000 | 490 | 3,000 | 2,000 | | |
| 590-000-655.000 | FINES & FORFEITURES | 32,236 | 33,000 | 39,220 | 33,000 | 33,000 | | |
| 590-000-665.000 | INTEREST EARNED | 16,346 | 7,200 | 10,069 | 7,200 | 12,500 | | |
| 590-000-670.000 | DEBT RETIREMENT | 1,157,824 | 1,215,384 | 915,923 | 1,215,384 | 1,277,369 | | |
| 590-000-671.000 | OTHER REVENUE | 719 | 3,000 | 2,379 | 3,000 | 3,000 | | |
| 590-000-673.000 | GAIN/LOSS ON SALE (DISPOSAL) OF ASSE | | | 7,500 | | | | |
| 590-000-687.000 | REFUNDS & REBATES | 2,044 | | 3,076 | | 2,000 | | |
| Totals for dept 000 - NONE | | 2,675,711 | 3,087,199 | 2,137,647 | 3,087,199 | 3,106,792 | | |
| TOTAL ESTIMATED REVENUES | | 2,675,711 | 3,087,199 | 2,137,647 | 3,087,199 | 3,106,792 | | |

| | | Calculations as of 12/31/2022 | | | | | | |
|---|----------------------|-------------------------------|---------------------------|-----------------------------------|-------------------------------|-------------------------------|----------------------------|--|
| GL NUMBER AND DEPARTMENT | DESCRIPTION | 2021 ACTIVITY | 2022 AMENDED BUDGET | 2022 ACTIVITY THRU 12/31/22 | 2022 PROJECTED ACTIVITY | 2023 RECOMMENDED BUDGET | 2023 APPROVED BUDGET | |
| APPROPRIATIONS | | | | | | | | |
| 536 | WATER/SEWER SYSTEMS | 613,182 | 3,277,660 | 1,626,786 | 2,148,660 | 2,966,093 | | |
| 540 | WWTP | 960,199 | 1,132,324 | 932,208 | 1,159,824 | 1,128,612 | | |
| 906 | DEBT SERVICE | 198,992 | 143,650 | 86,689 | 143,650 | 139,500 | | |
| 910 | DEBT SERVICE-LEASES | 10 | | | | | | |
| 960 | DEPRECIATION EXPENSE | 731,997 | 760,000 | | 760,000 | 780,000 | | |
| TOTAL APPROPRIATIONS | | 2,504,380 | 5,313,634 | 2,645,683 | 4,212,134 | 5,014,205 | | |
| NET OF REVENUES/APPROPRIATIONS - FUND 590 | | 171,331 | (2,226,435) | (508,036) | (1,124,935) | (1,907,413) | | |
| BEGINNING FUND BALANCE | | 14,669,730 | 14,841,060 | 14,841,060 | 14,841,060 | 13,716,125 | 13,716,125 | |
| ENDING FUND BALANCE | | 14,841,061 | 12,614,625 | 14,333,024 | 13,716,125 | 11,808,712 | 13,716,125 | |

Calculations as of 12/31/2022

| GL NUMBER AND DEPARTMENT | DESCRIPTION | 2021 ACTIVITY | 2022 AMENDED BUDGET | 2022 ACTIVITY THRU 12/31/22 | 2022 PROJECTED ACTIVITY | 2023 RECOMMENDED BUDGET | 2023 APPROVED BUDGET |
|--------------------------------|--------------------------------------|------------------|---------------------------|-----------------------------------|-------------------------------|-------------------------------|----------------------------|
| ESTIMATED REVENUES | | | | | | | |
| Dept 000 - NONE | | | | | | | |
| 591-000-450.000 | WATER SALES | 1,467,086 | 1,424,306 | 1,182,522 | 1,424,306 | 1,495,000 | |
| 591-000-450.100 | BULK WATER SALES | 445 | 1,000 | 3,528 | 1,000 | 1,200 | |
| 591-000-450.200 | FINAL READ | 2,859 | 4,000 | 4,332 | 4,000 | 4,000 | |
| 591-000-450.300 | TURN-OFF | 4,141 | 4,000 | 6,234 | 4,000 | 4,000 | |
| 591-000-452.000 | LATERALS | 23,296 | 5,000 | 4,631 | 5,000 | 5,000 | |
| 591-000-454.000 | BENEFIT FEES | 53,883 | 50,000 | 31,835 | 50,000 | 50,000 | |
| 591-000-459.000 | CONNECTION FEES | 80,625 | 54,000 | 45,011 | 54,000 | 60,000 | |
| 591-000-479.000 | REVENUE-REPLACEMENT METERS | 675 | 1,000 | | 1,000 | 1,000 | |
| 591-000-539.000 | STATE GRANTS | | | | | 38,700 | |
| 591-000-628.000 | INSPECTION FEE | 3,450 | 1,300 | 3,994 | 1,300 | 1,500 | |
| 591-000-655.000 | FINES & FORFEITURES | 16,880 | 20,000 | 20,453 | 20,000 | 20,000 | |
| 591-000-665.000 | INTEREST EARNED | 15,087 | 8,100 | 9,916 | 8,100 | 10,500 | |
| 591-000-665.100 | INTEREST EARNED-SPEC ASSESS | 1,782 | 4,000 | 867 | 4,000 | | |
| 591-000-667.300 | LEASES - TOWER RENTAL | 52,371 | 56,000 | 51,517 | 56,000 | 56,000 | |
| 591-000-671.000 | OTHER REVENUE | 2,115 | 8,000 | 8,987 | 8,000 | 8,000 | |
| 591-000-672.500 | REVENUE-SPECIAL ASSESS | | 10,000 | | 10,000 | | |
| 591-000-673.000 | GAIN/LOSS ON SALE (DISPOSAL) OF ASSE | | | 7,500 | | | |
| 591-000-687.000 | REFUNDS & REBATES | 2,006 | | 1,649 | | 1,500 | |
| Totals for dept 000 - NONE | | <u>1,726,701</u> | <u>1,650,706</u> | <u>1,382,976</u> | <u>1,650,706</u> | <u>1,756,400</u> | |
| TOTAL ESTIMATED REVENUES | | 1,726,701 | 1,650,706 | 1,382,976 | 1,650,706 | 1,756,400 | |

Calculations as of 12/31/2022

| GL NUMBER AND DEPARTMENT | DESCRIPTION | 2021 ACTIVITY | 2022 AMENDED BUDGET | 2022 ACTIVITY THRU 12/31/22 | 2022 PROJECTED ACTIVITY | 2023 RECOMMENDED BUDGET | 2023 APPROVED BUDGET |
|--|------------------------|------------------|---------------------------|-----------------------------------|-------------------------------|-------------------------------|----------------------------|
| APPROPRIATIONS | | | | | | | |
| 536 | WATER/SEWER SYSTEMS | 1,222,638 | 2,408,268 | 1,401,424 | 1,765,259 | 2,468,687 | |
| 906 | DEBT SERVICE | 52,868 | 50,159 | 49,122 | 50,159 | 45,179 | |
| 910 | DEBT SERVICE-LEASES | 15 | | | | | |
| 960 | DEPRECIATION EXPENSE | 393,919 | 400,000 | | 400,000 | 425,000 | |
| TOTAL APPROPRIATIONS | | 1,669,440 | 2,858,427 | 1,450,546 | 2,215,418 | 2,938,866 | |
| NET OF REVENUES/APPROPRIATIONS - FUND 591 | | | | | | | |
| | | 57,261 | (1,207,721) | (67,570) | (564,712) | (1,182,466) | |
| | BEGINNING FUND BALANCE | 11,384,132 | 11,441,388 | 11,441,388 | 11,441,388 | 10,876,676 | 10,876,676 |
| | ENDING FUND BALANCE | 11,441,393 | 10,233,667 | 11,373,818 | 10,876,676 | 9,694,210 | 10,876,676 |
| ESTIMATED REVENUES - ALL FUNDS | | | | | | | |
| | | 9,011,292 | 10,288,054 | 8,524,185 | 10,150,010 | 9,106,762 | |
| APPROPRIATIONS - ALL FUNDS | | | | | | | |
| | | 8,189,498 | 14,944,549 | 8,443,427 | 12,994,395 | 13,603,482 | |
| NET OF REVENUES/APPROPRIATIONS - ALL FUNDS | | | | | | | |
| | | 821,794 | (4,656,495) | 80,758 | (2,844,385) | (4,496,720) | |
| BEGINNING FUND BALANCE - ALL FUNDS | | | | | | | |
| | | 35,630,751 | 36,452,550 | 36,452,550 | 36,452,550 | 33,608,165 | 33,608,165 |
| ENDING FUND BALANCE - ALL FUNDS | | | | | | | |
| | | 36,452,545 | 31,796,055 | 36,533,308 | 33,608,165 | 29,111,445 | 33,608,165 |

Charter Township of Union – Recommended 2023 Fee Schedule

Community and Economic Development Department

| BUILDING AND ZONING PERMITS | | | |
|---|---|---|--|
| <i>Note: The total cost of improvement for calculation of building permit fees is based on the most recently adopted state Bureau of Construction Codes Square Foot Construction Cost Table, which can be found at http://mi.gov/lara. Premanufactured unit fees are based upon 50% of the normal on-site construction permit fee.</i> | | | |
| Type of Application | Construction Cost | Fee | |
| Building Permit | Up to \$1,000.00 | \$65.00 | |
| | \$1,000.00 to \$10,000.00 | \$69.00 plus \$11.00 per \$1,000.00 of construction cost | |
| | \$10,000.01 to \$100,000.00 | \$134.00 plus \$4.50 per \$1,000.00 of construction cost | |
| | \$100,000.01 to \$500,000.00 | \$209.00 plus \$3.75 per \$1,000.00 of construction cost | |
| | \$500,000.01 to \$1,000,000.00 | \$334.00 plus \$3.50 per \$1,000.00 of construction cost | |
| | \$1,000,000.01 or Higher | \$834.00 plus \$3.00 per \$1,000.00 of construction cost | |
| | All work not involving a square foot computation | \$150.00 for the permit, plus \$100.00 for each inspection required for the project | |
| | Additional inspections | \$100.00 per additional inspection or re-inspection beyond that included in the original permit fee | |
| Demolition Permit | Agricultural or single-family/ two-family residential | \$150.00 per building to be demolished | |
| | Multiple-family or non-residential | \$150.00; plus \$0.07 per square foot on demolition | |
| Building Relocation | | \$250.00 | |
| Construction Plan Review | | Included in the building permit fee | |
| Construction Board of Appeals | | \$500.00 per application | |
| Certificate of Occupancy | | \$50.00 | |
| Type of Application | | Fee | |
| Zoning Permit | Zoning review of a building permit, demolition permit, building relocation or grading permit application <i>Note: No zoning review required for siding, window or roof replacements, interior only renovations without a change of use, and mobile/modular home installations in a previously approved mobile home park.</i> | \$35.00 | |
| | Zoning review of a land division, lot line adjustment, or land combination | \$125.00 | |
| | Shed or other accessory structure not subject to a building permit | \$0.00 | |
| | Fence or wall not subject to a building permit | \$0.00 | |
| | Temporary signs | \$0.00 | |
| | Building-mounted signs | \$75.00 | |
| | Freestanding or ground signs not subject to a building permit | \$75.00 | |
| | Other signs subject to a permit | \$75.00 | |
| | Administrative review and acceptance of cell tower/antennae collocations and alterations not subject to special land use approval | \$0.00 | |
| | Other zoning permit applications | \$75.00 | |
| Zoning Letter of Compliance | | \$50.00 per letter | |

Charter Township of Union – Recommended 2023 Fee Schedule

Community and Economic Development Department

| PLANNING COMMISSION, ZONING BOARD OF APPEALS, AND OTHER REQUESTS | | | | |
|--|--|---|-------------------------|----------------------------------|
| Type of Application | | | Review Fee | Additional Escrow Deposit |
| Site Plan Review (per contiguous tract of land) | Minor Site Plan | | \$225.00 | -- |
| | Preliminary Condominium Site Plan | | \$650.00 | \$2,000.00 |
| | Other Preliminary Site Plan | | \$650.00 | \$2,000.00 |
| | Final Condominium Site Plan and Condominium Master Deed and Bylaws | | \$750.00 | \$2,000.00 |
| | Other Final Site Plan | | \$650.00 | \$2,000.00 |
| | Amendment to an approved site plan | | Same as new application | |
| Special Use Permit (per contiguous tract of land) | Adult foster care large group home, group child day care home, and home-based limited business | | \$325.00 | \$500.00 |
| | New cell towers and "Standard B" tower projects | | \$1,000.00 | -- |
| | All other new applications | | \$950.00 | \$500.00 |
| | Amendment to an approved permit | | Same as new application | |
| Subdivision Plat | Preliminary Plat | | \$750.00 | \$2,000.00 |
| | Final Plat | | \$650.00 | \$2,000.00 |
| Private Road Plan Approval for projects not otherwise subject to site plan or subdivision plat approval. | | | \$750.00 | \$2,000.00 |
| Stormwater Management Plan Approval for projects not otherwise subject to site plan or subdivision plat approval. | | | \$225.00 | \$2,000.00 |
| Rezoning | | | \$950.00 | \$1,000.00 |
| Text Amendment | | | \$850.00 | \$1,000.00 |
| Planned Unit Development (PUD) (per contiguous tract of land) | | | \$1,350.00 | \$1,000.00 |
| Home Occupation Permit | Medical Marihuana Caregiver | | \$325.00 | |
| | All other home occupations | | \$0.00 | -- |
| Extraction Permit (per contiguous tract of land) | | | \$1,350.00 | \$10,000.00 |
| Planning Commission Special Meeting Request | | | \$825.00 | -- |
| Zoning Board of Appeals | Variances (per variance) | Agricultural or single/two-family residential | \$350.00 | -- |
| | | Multiple-family or non-residential | \$450.00 | -- |
| | Administrative appeal | | \$350.00 | -- |
| | Interpretation | | \$750.00 | -- |
| | Other applications | | \$750.00 | -- |
| | Special meeting request | | \$650.00 | -- |

Charter Township of Union – Recommended 2023 Fee Schedule

Community and Economic Development Department

| HOUSING LICENSING AND RENTAL INSPECTIONS | | | |
|---|--|---|----------------------------------|
| Housing Licensing and Rental Inspection Services | | Fee | |
| Rental Certification and Inspection Fees (includes up to two visits) | Single-family | \$53.00 per unit | |
| | Two-family or duplex | \$78.00 per two-family or duplex building | |
| | Multiple-family (3+ units) | \$24.00 per unit | |
| | Hotel or motel | \$15.00 per unit | |
| | Fee for certification and inspection of a rental unit operating without certification in violation of the Rental Housing Code. | \$250.00 per unit | |
| Re-Inspection Fees | Each re-inspection (after two initial visits) | \$30.00 per re-inspected unit | |
| Violations, Late Fees, and Appeals | Civil infraction notices and citations | Per the Fee Schedule and the Municipal Ordinance Violations Bureau Ordinance | |
| | Late fee for hotel or motel | \$6.00 per unit per month | |
| | Late fee for all other rental units | \$10.00 per unit per month | |
| | Housing Board of Appeals application | \$500.00 per application | |
| OTHER PERMITS AND APPROVALS | | | |
| Type of Application | | Fee | Additional Escrow Deposit |
| Grading Permit | per an approved site plan | \$50.00 | -- |
| | other grading activities | \$225.00 | \$1,000.00 |
| Type of Application | | Fee | |
| Unregulated Permit Activity and After-the-Fact Permits and Approvals | Applicants for after-the-fact permits or approvals for any regulated activity that is: | Started but not completed without the required permit or approval will be charged 150% of the applicable fee. | |
| | | Completed without the required permit or approval will be charged 200% of the applicable fee. | |
| Temporary Use or Structure | Temporary structure | \$200.00 | |
| | Yard/garage sale or non-profit event | \$0.00 | |
| | Other temporary use or event | \$25.00 | |
| MUNICIPAL ORDINANCE VIOLATIONS BUREAU | | | |
| SCHEDULE OF CIVIL FINES AND COSTS | | | |
| Offense | | | Fine or Cost |
| First violation within a three (3) year period | | | \$50.00 |
| Second violation within a three (3) year period | | | \$100.00 |
| Third violation within a three (3) year period | | | \$250.00 |
| Fourth violation and any subsequent violation within a three (3) year period | | | \$500.00 |
| Late fee for any fine paid to the Bureau more than ten (10) calendar days after the date of service for the civil infraction notice | | | \$20.00 |

Charter Township of Union – Recommended 2023 Fee Schedule

Finance Department

| ASSESSING REQUESTS | |
|--|---------------------------------------|
| Type of Application | Fee |
| Land Division | \$175.00 per new legal description |
| Lot Line Adjustment or Combination | |
| Condominium Parcel Created within an Existing Building | \$100.00 per condominium unit created |
| Industrial Facilities Tax Abatement | \$750.00 per application |

Public Services Department

| WATER AND SEWER | | | |
|-------------------------------------|---|--|--|
| Type of Service | | Rate | |
| Water Service Quarterly Rate | | \$60.02 minimum per quarter up to 15,000 gallons | |
| | | \$2.41 per 1,000 gallons over 15,000 gallons per quarter | |
| Bulk Water Rate | | \$5.00 per 1,000 gallons (\$500.00 deposit) | |
| Meter Purchase | | 5/8" - \$600.00; 1" - \$700.00 | |
| Water Hook-Up Rate 5/8 and 1" Meter | | \$1,650.00 for 5/8" & one-inch service | |
| Water Benefit Fee | | \$2,564.00 per residential equivalency unit (REU) | |
| Inspection Fees (Water and Sewer) | | \$117.00 per hour | |
| Turn On/Off Rate | Regular business hours | \$91.00 each | |
| | After hours | \$195.00 each | |
| | For non-payment | \$120.00 | |
| Final Read Charge | | \$78.00 | |
| Fire Flow Test | | \$290.00 | |
| Sewer Hook-Up | | \$3,700 per REU | |
| Sewer Service Quarterly Rate | Operation and Maintenance | \$60.89 per quarter | |
| | Capital Charge | \$50.45 per quarter | |
| OTHER REQUESTS | | | |
| Facility Rentals | Resident Fee | Non-resident Fee | Refundable Damage Deposit for all Facility Rentals |
| McDonald Park Pavilion | \$60.00 per day | \$84.00 per day | -- |
| Jameson Park Pavilion | \$60.00 per day | \$84.00 per day | -- |
| Jameson Hall | \$125.00 per day | \$175.00 per day | \$250.00 |
| McDonald Park ballfields | \$40.00 per scheduled game to be played on the reserved fields* *not applicable to League play under a Board-approved User Agreement | | |
| Jameson Park ballfield | | | |



REQUEST FOR TOWNSHIP BOARD ACTION

To: Board of Trustees **DATE:** November 2, 2022
FROM: Mark Stuhldreher, Township Manager **DATE FOR BOARD CONSIDERATION:** 12/14/2022
ACTION REQUESTED: Consider approval of the proposed Board of Trustee meeting schedule for the 2023 calendar year in accordance with the Open Meetings Act.

Current Action Emergency

Funds Budgeted: If Yes Account #: _____ N/A:

Finance Approval MDS

BACKGROUND INFORMATION

The Open Meetings Act requires the Board of Trustees schedule and post the annual meeting schedule prior to the start of the calendar year. The Board of Trustees meeting schedule is recommended as follows:

BOARD OF TRUSTEES: *(Second and Fourth Wednesday of each Month unless otherwise noted)*

| | | | |
|-------------|--------------------------------|--------------|---|
| January 11 | April 5 <i>(Joint Meeting)</i> | June 28 | September 27 |
| January 25 | April 12 | July 12 | October 11 |
| February 8 | April 26 | July 26 | October 25 |
| February 22 | May 10 | August 9 | November 8 |
| March 8 | May 24 | August 23 | November 29 (5 th Wednesday) |
| March 22 | June 14 | September 13 | December 13 (Only meeting in December) |

SCOPE OF SERVICES

To set the 2023 Board of Trustees business meeting schedule.

JUSTIFICATION

Scheduling and noticing the annual meeting schedule alerts the citizens when Board meeting will be held. Additionally, adopting and posting the meeting schedule is required as part of the Open Meetings Act.

PROJECT IMPROVEMENTS

The following Board of Trustees goals are addressed by approving these Agreements (From Policy 1.0: Global Ends)

- 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

RESOLVED that the regular Board of Trustee meeting dates for the 2023 calendar year through December 31, 2023, scheduled for 7:00 p.m., on the second and fourth Wednesday of each month (except as noted in the schedule) at Union Township Hall located at 2010 S. Lincoln Road, Union Township, Michigan, are hereby established in accordance with the Open Meetings Act, being MCL15.261, et, Seq., and whereas these meetings are conducted and open to the public as per the attached schedule.

Resolved by _____ Seconded by _____

Yes:
No:
Absent:

From: William M. Hauck <msuhauck@aol.com>

Sent: Saturday, December 3, 2022 1:26 PM

To: Bill Hauck <bhauck@uniontownshipmi.com>; Bryan Mielke <bmielke@uniontownshipmi.com>;
Connie Bills <cbills@uniontownshipmi.com>; Jeff Brown <jbrown@uniontownshipmi.com>; James
Thering <jthering@uniontownshipmi.com>; Kimberly Rice <krice@uniontownshipmi.com>; Lisa Cody
<lcody@uniontownshipmi.com>; Mark Stuhldreher <mstuhldreher@uniontownshipmi.com>

Subject: Resignation Notice

Union Township BOT, I just want to inform you that I will be resigning my position on the Union Township Board of Trustees effective at the end of our 12-14-22 meeting. I need to make arrangements to be sworn in for my new position with the Isabella County Road Commission before 1-1-2023. I want to be sworn in for that position right after the BOT's 12-14-22 meeting. I also do not feel that it is fair for our township citizens not to have a full BOT as soon as possible. Thus I feel that the sooner I resign the sooner the process of replacing me can begin possibly as soon as the Union Township BOT meeting on 1-11-23. I've enjoyed serving our citizens the past (6) years and haven't missed a regularly scheduled meeting over that time. I've also learned many things of how public government runs day to day. Thank You to all of you that have supported me over the last (6) years. Thank You Mark and supporting township staff for all you do. May God guide you on choosing the best candidate to replace me.

Sincerely,

Bill Hauck

1304 E. Baseline Rd.

Mt.Pleasant, MI.

Charter Township of Union



To: Township Board of Trustees
From: Mark Stuhldreher, Township Manager
Subject: Policy Governance Review
Date: December 7, 2022

Policy Review: 2.4 Financial Planning / Budgeting
Type of Review: Internal
Review Interval: Annual
Review Month: December 2022

Policy Wording

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.

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

- 2.4.1 Fail to include credible projection of revenues and expenses, separation of capital and operational items, cash flow, and disclosure of planning assumptions.
- 2.4.2 Plan the expenditure in any fiscal year of more funds than are conservatively projected to be received in that period.
- 2.4.3 Plan for the Fund Balance to drop below a safety reserve of these operating expense requirements:
 - A. Less than four (4) months expenses for General Fund and Fire Fund and
 - B. Two (2) months expenses for Utility Funds, EDDA District Fund, and WDDA District Fund.
- 2.4.4 Provide less for board prerogatives during the year than is set forth in the Cost of Governance policy.

Manager Interpretation

Township Manager interprets this policy to indicate that the Board of Trustees seeks to ensure financial stability by requiring that the Township Manager shall not fail to include reasonable revenue and expenditure projections when developing, monitoring and amending the budget; that the Township Manager shall not budget more expenditures than what revenues can conservatively support; that the fund balances of the general fund and fire fund shall not fall below 4 months of budgeted expenses and, sewer and water funds, EDDA and WDDA funds shall not fall below 2 months of budgeted expenses; or provide less for board prerogatives than is set forth in the Cost of Governance Policy (3.10). Additionally, a multi-year focus shall be applied to budgeting in the current year.

Justification for reasonability

The interpretations are reasonable in that conservative budgeting, with an eye toward the long term, will limit the financial impact of unanticipated events; that the existence of an adequate fund balance will allow for continued operations while response plans are developed; and that a trained and educated Board of Trustees cost less than poor governance.

Data

- Current budget and proposed 2023 budgets were developed, approved, and monitored with conservative assumptions and following State statutes.
- Monthly cash flow data as reported in the annual monitoring report 2.5.10 and quarterly monitoring report 2.5 show cash balances met minimum guidelines.
- The FY 2022 budget was amended several times throughout the fiscal year.
- 2021 financial audit shows no risk of fiscal jeopardy with an overall clean audit as reported by the Township Auditors.
- The administration included long term budget projections for the General, Fire funds, West and EAST DDA funds in the FY 2023 budget recommendation book.
- A 5-year Capital Improvement Plan is provided for in the annual budget. This document will continue to be refined in subsequent fiscal years.

Compliance

The organization is adhering to policy 2.4.

Policy Governance Executive Limitations Evaluation Form

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

Policy being monitored: 2.4 (Financial Planning/Budgeting)

Date: December 2022

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

Comments regarding further policy development:

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

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

Signature and date of Board member



REQUEST FOR TOWNSHIP BOARD ACTION

| | |
|--|---|
| TO: Board of Trustees | DATE: December 7, 2022 |
| FROM: Mark Stuhldreher, Township Manager | DATE FOR BOARD CONSIDERATION: 12/14/2022 |
| ACTION REQUESTED: Board of Trustees annual review of Board Governance Policy No. 3.0 – Global Governance Commitment | |

Current Action Emergency

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

Finance Approval _____ *MDS*

BACKGROUND INFORMATION

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

Certain policies, such as Policy 3.0 (Global Governance Commitment), are to be reviewed and monitored for compliance on an annual basis. Policy 3.0 is to be reviewed annually in December.

Board Policy 3.0– Global Governance Commitment

The Policy states:

The purpose of the board, on behalf of residents of Charter Township of Union, is to see to it that Union Township (a) achieves appropriate results for appropriate persons at an appropriate cost, and (b) avoids unacceptable actions and situations.

Attached is an evaluation section that can be used for the review/discussion of Policy No. 3.0

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

Use this evaluation form for discussion at the Board of Trustees Meeting on December 14, 2022.

Review all sections of the policy listed and evaluate our 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 the policies more completely?