

**2023 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 May 10, 2023, at 7:00 p.m. at the Union Township Hall.

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

**Bills moved Smith supported to appoint Treasurer Rice as temporary clerk until Clerk Cody arrives.**  
**Vote: Ayes: 6 Nays: 0. Motion carried.**

**Roll Call**

Present:

Supervisor Mielke, Treasurer Rice, Trustee Bills, Trustee Brown, Trustee Smith and Trustee Thering

Excused:

Clerk Cody (late arrival)

**Approval of Agenda**

**Bills moved Brown supported to approve the agenda as presented. Vote: Ayes: 6 Nays: 0. Motion carried.**

**Presentation**

- a. Ali Barnes, CPA from Yeo & Yeo, presented the FY'22 Audit Results

**Public Hearing**

**Public Comment**

Open: 7:23 p.m.

No comments were given.

Closed: 7:24 p.m.

**Reports/Board Comments**

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

**\*7:25 p.m. Clerk Cody arrived**

**B. Board Member Reports**

Cody – Gave an update on the Isabella Road Commission meeting.

Rice – Tax production meeting last of May

Bills – Gave an update on the May 2<sup>nd</sup> Isabella County Board of Commissioners meeting.

Mielke – Gave an update on the Intergovernmental Liaison Pre-meeting with Trustee Smith and Manager Stuhldreher.

**Consent Agenda**

- A. Communications
- B. Minutes – April 26, 2023 – Regular Meeting
- C. Accounts Payable
- D. Payroll
- E. Meeting Pay

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F. Fire Reports

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

New Business

**A. Discussion/Action: (Nanney) Fitness Court and McDonald Park – Township Hall Sidewalk Paving Contract**

Brown moved Rice supported to approve the construction contract with the Isabella Corporation in the amount of \$169,700.00 to perform all work as specified in the Bidding documents for the 2023 Sidewalk Improvements Project to construct a concrete pad for the new outdoor fitness court in McDonald Park and to construct concrete sidewalks around the east and north sides of the Township Hall into McDonald Park and across the Township-owned lot at 5243 Jonathon Lane from E. Kay St. to Jonathan Lane to connect the neighborhoods. **Vote: Ayes: 7 Nays: 0. Motion carried.**

**B. Discussion/Action: (Nanney) Bulk Scanning – Building Department Fill Scanning**

Bills moved Smith supported to amend the FY2023 General Fund budget to authorize an additional appropriation of \$49,000.00 in Department 371 Building and to reallocate \$16,000.00 in the Department 701 Planning budget for bulk digitization to 371 Building for the bulk digitization of “Building/Construction” records in accordance with the state Records Reproduction Act and applicable state standards for capturing digital images from paper records, and to authorize the Township Manager to enter into a service agreement with Graphic Sciences for this work. **Vote: Ayes: 7 Nays: 0. Motion carried.**

**C. Discussion/Action: (Smith) Account 03625 Late Fee Waiver Request – 4310 Sterling Way**

Bills moved Brown supported to deny the request to waive the quarterly water and sewer bill penalty for University Meadows located at 4310 Sterling Way account number 03625 in the amount of \$4997.33. **Vote: Ayes: 7 Nays: 0. Motion carried.**

**D. Discussion/Action: (Smith) 2023 Lawnmower Purchase & Trade-in**

Brown moved Bills supported to approve the purchase of two (2) 2023 Toro Z Master commercial lawn mowers and the trade-in of one (1) SCAG Tiger II lawn mower from Bush Hardware in the amount of \$25,662.00. **Vote: Ayes: 7 Nays: 0. Motion carried.**

**E. Discussion/Action: (Stuhldreher) Approval of Jill Peters as the Assessor of Record for Charter Township of Union**

Smith moved Rice approve to name Jill C Peters, as the Assessor of Record for Charter Township of Union. **Vote: Ayes: 7 Nays: 0. Motion carried.**

**F. Discussion/Action (Board of Trustees) Consider Additional Resource for Clerk’s Office due to Changes in the Election Law**

Thering moved Smith supported to provide the Township Clerk with a one-time payment of \$1500

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to be paid on the last check in December of 2023 and to evaluated possible future payments on an annual basis. **Vote: Ayes: 7 Nays: 0. Motion carried.**

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

Open: 8:33 p.m.

No comments were offered.

Closed: 8:33 p.m.

**MANAGER COMMENTS**

- Commented on extending the Care Store Drive until May 19th.

**FINAL BOARD MEMBER COMMENTS**

Brown – Lifted up Jill Peters and welcomed her to the team.

Bills – Echoed Trustee Browns comment and welcomed Jill. Apologized for her phone ringing during the meeting and commented on the upcoming Council of Governance meeting.

Smith – Welcomed Jill. Praised the board for the civilized election discussion and commended Clerk Cody for her work on the elections.

Rice – Welcomed Jill. Thanked Sherrie and the team for the work on the audit. Commented on the upcoming Art Market at Cornerstone Church that benefits different local non-profit programs.

Cody – Welcomed Jill. Thanked Sherrie and Kari for their work on the audit. Commented on the anticipated opening day of May 22<sup>nd</sup> for Dunkin Donuts and gas station.

Thering – Welcomed Jill. Commented on the action taken regarding the clerk’s compensation.

Mielke – Welcomed Jill. Commented on shutting off phones prior to the meeting.

**ADJOURNMENT**

Rice moved **Smith** supported to adjourn the meeting at 8:41 p.m. **Vote: Ayes: 7 Nays: 0. Motion carried.**

**APPROVED BY:**

  
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Lisa Cody, Clerk

  
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Bryan Mielke, Supervisor

*(Recorded by Tera Green)*