



BOARD OF TRUSTEES
Regular Meeting
May 24, 2023
7:00 p.m.

1. CALL MEETING TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. APPROVAL OF AGENDA
5. PRESENTATIONS
6. PUBLIC MEETING/HEARING
 - a. Presentation – Drinking Water Revolving Funds Project Plan by Jennifer Hodges
 - b. Public Q&A
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 packet)
 - B. May Monthly Activity Report
 - C. Planning Commission, EDA, Sidewalks, and ZBA updates by Community and Economic Development Director
 - D. Board Member Reports
10. CONSENT AGENDA
 - A. Communications
 - B. Minutes – May 10, 2023 – Regular Meeting
 - C. Accounts Payable
 - D. Payroll
 - E. Meeting Pay
 - F. Fire Reports

11. NEW BUSINESS

- A. Discussion/Action: (Smith) Resolution in support of the Drinking Water Revolving Loan Fund Project Plan
- B. Discussion/Action: (Stuhldreher) Consideration of an appeal of a Sewer Permit Fee for the Morey Foundation
- C. Discussion/Action: (Nanney) Consideration of Artwork for Outdoor Fitness Court at McDonald Park
- D. Discussion/Action: (Stuhldreher) Policy Governance 2.3 Compensation & Benefits
- E. Discussion/Action: (Stuhldreher) Policy Governance 3.10 Cost of Governance

12. EXTENDED PUBLIC COMMENT: Restricted to 5 minutes regarding any issue

Note: This is an opportunity for comments only, questions to the Board will not be answered at this time. For specific answers to questions, please call Township Hall (989-772-4600)

13. MANAGER COMMENTS

14. FINAL BOARD MEMBER COMMENT

15. ADJOURNMENT

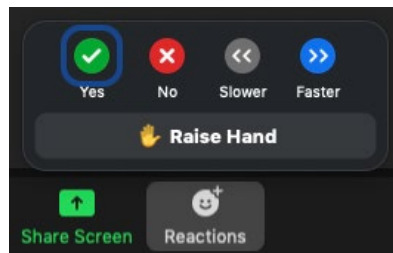
Hybrid Meeting Instructions for the Charter Township of Union Board of Trustees Meeting

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

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

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

- All public comments for items on the agenda will be received during the Public Comment section of the Agenda and any issue not on the agenda will be received during the Extended Public Comment section of the Agenda.
- Computer/tablet/smartphone audience: To indicate you wish to make a public comment, please use the “Reactions” icon. **Next, click on the “Raise Hand” icon** near the bottom right corner of the screen.



- **To raise your hand for telephone dial-in participants, press *9.** You will be called on by the last three digits of your phone number for comments, at which time you will be unmuted by the meeting moderator.
- Please state your name and address for the minutes and keep public comments concise.

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

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

Board Expiration Dates

Planning Commission Board Members (9 Members) 3 year term			
#	F Name	L Name	Expiration Date
1-BOT Representative	James	Thering	11/20/2024
2-Chair	Phil	Squatrito	2/15/2026
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	Nivia	McDonald	2/15/2026
9	Jessica	Lapp	2/15/2026
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 -	Richard	Barz	12/31/2025
3 -	Liz	Presnell	12/31/2025
4 -	Brandon	LaBelle	12/31/2023
5 -	Eric	Loose	12/31/2024
Alt. #1	David	Coyne	12/31/2024
Alt #2 (BOT Representative)	Jeff	Brown	11/20/2024
Board of Review (3 Members) 2 year term			
#	F Name	L Name	Expiration Date
1	Doug	LaBelle II	12/31/2024
2	Sarvjit	Chowdhary	12/31/2024
3	Bryan	Neyer	12/31/2024
Alt #1	Randy	Golden	12/31/2024
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	4/14/2027
3	James	Zalud	4/14/2027
4	Richard	Barz	2/13/2025
5	Robert	Bacon	1/13/2027
6	Marty	Figg	6/22/2026
7	Sarvjit	Chowdhary	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	12/31/2025
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	vacant seat		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	12/31/2025
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: SARVJIT CHOWDHARY Date: 5/16/23

Address: 774 STONERIDGE DRIVE

Phone (home) (989) 779-2900 (cell) (989) 400-2626 (work) _____

Email: Sarvichowdhary@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

X EDA Must meet one of the following qualifications:

✓ Property owner in East or West DDA

✓ Resident in Union Township

_____ OTHER *Specify Board: EDA

Please state reason for interest in above board:

I am serving the EDA Board and wish to
continue for another term. I enjoyed working with
the fantastic team.

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 incumbent Board member for another
term.

Signature: Chowdhary Date: 5/16/23

APPOINTMENT TO BOARDS & COMMISSIONS
OF CHARTER TOWNSHIP OF UNION
APPLICATION



Name: SARVJIT CHOWDHARY Date: 5/16/23
Address: 774 SIDNERIDGE DRIVE
Phone (home) (989) 779-2900 (cell) (989) 400-2688 (work) _____
Email: savichowdhary@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: ZONING Board of Appeal

Please state reason for interest in above board:

I am interested in this position. I want to
involved with this position

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):

AS I am involved with other Boards of
the Union T/ship and want to serve this Board also

Signature: [Signature] Date: 5/16/23



Monthly Report

From: Township Manager

To: Board of Trustees

Month/Year: May 2023

Global Ends

- 1.1 Community well-being and the common good
- 1.2 Prosperity through economic diversity, cultural diversity, and social diversity
- 1.3 Safety
- 1.4 Health
- 1.5 Natural environment
- 1.6 Commerce

Future Board of Trustee Meeting Agenda Items

Finance

- Budget Amendment – 2nd meeting in July

Community and Economic Development

- Selection of the preferred artwork for inclusion on the new McDonald Park Outdoor Fitness Court wall from between two (2) local artist submittals that were determined by the National Fitness Campaign staff to have fully responded to the NFC technical requirements.
- Consideration of a new 2023 - 2027 Parks and Recreation Master Plan for adoption, following a recommendation from the Planning Commission and a public hearing.
- Consideration of an updated Sidewalk and Pathway Ordinance for adoption.
- Consideration of an updated Private Road Ordinance for adoption.
- Consideration of new International Fire Code Ordinance for adoption, which would replace Ordinance No. 2014-05 and would reference the updated fire code to be enforced by the Mt. Pleasant Fire Department in both the City and the Township.
- Repeal of the outdated and unenforceable Ordinance 2011-4 for marihuana dispensaries and growing operations
- Consider updates to the Township's ordinance on open burning

- Consider updates to the Noxious Weeds Ordinance No. 1998-5 to improve consistency in applicable regulations of tall grass and weeds
- Consider updates to the Subdivision of Land Ordinance No. 1994-6 for consistency with updates to the state’s subdivision plat approval requirements.
- Resolution in support of Chippewa River Master Plan

Public Services

- Consider amendments to water/sewer ordinance to
 - Consider elimination of REU basis for variable cost billing component and move to actual usage
 - Consider updates due to age of existing Ordinance
- Pump Station #2 Engineering Agreement
- Well Exploration – test well bid approval
- 2023 Manhole Rehabilitation

Significant Items of Interest Longer Term

Finance

- Implement BS&A Purchase Orders
- Complete the General Ledger migration to the new chart of accounts required by the State of Michigan
- Contract for Cost Allocation Study
- Cross-train for invoice entry and cash receipting
- Measure and price all exempt properties to better understand impact/volume/ of tax-exempt properties
- Current MTT docket is as follows:

22-001745-TT	Deerfield Village, LLC
22-001757-TT	Union Square Apartments LLC
22-002203-TT	Lexington Ridge Apartments LLC
22-002673-TT	Patrick & Nancy McGuirk

Community and Economic Development

- The Department Director and Zoning Administrator will review the current Zoning Board of Appeals bylaws to coordinate recent updates to relevant sections of Zoning Ordinance 20-06.
- Develop soil erosion control process to integrate with site plan review process more seamlessly
- Economic Development – The Department Director will prepare an updated summary document for the website outlining economic development programs and incentives available from the State of Michigan and our DDA Districts for various types of projects.
- Consider ways to maximize the usefulness, readability, and functionality of the Township website’s Announcements, Public Notices, and News features
- The Department Director will expand information on the Township’s website related to development approval processes and pre-application meeting options to further assist the development community
- The Department Director is working with the county Community Development Dept. Director to develop a draft reciprocal intergovernmental agreement proposal for Isabella County to provide for residential and commercial building inspection services during vacations and other periods

when the Township's Building Official is temporarily absent, which would be subject to approval by the Township Board of Trustees and the county Board of Commissioners.

- Economic Development - Possible future airport-related Zoning Ordinance changes to create a separate zoning district for the Mt. Pleasant Airport to expand options for airport-related business activities beyond the limited scope allowed under the current the AG (Agricultural) district.
- Economic Development – Follow up again with the county Road Commission about the East DDA District development plan priorities and conceptual economic development proposal for road improvements in the Township's industrial area north of Corporate Drive.
- Economic Development - Possible request to consider selling approximately 3.55 acres of vacant Township-owned land at the west end of the Ric Rach Dr. private road in the I-1 (Light Industrial) zoning district for private development, after necessary water and sewer system easements have been recorded on the parcels by the Public Services Department.
- The Department Director continues to work with MDOT project team members and contractors during the planned 2023 project to reconstruct E. Pickard Rd. (M-20) from the US-127 interchange area west to Packard St. to coordinate storage and re-installation of streetlights, park benches, etc. removed by the contractor.
- In the early stages of document digitization project. Initial focus will be on building construction plans and EDA documents. This is a multi-year project to digitize documents in the basement of Township Hall
- Expanded use of BS&A Building Module capabilities for hosting of digitized plans and permit documents, and for building services and zoning administration functions.
- Rental Housing – staff have begun a process to evaluate options for potentially holding a series of educational opportunities for local landlords on topics related to inspections, safety, applicable codes, and other landlord/tenant topics.
- The Department Director will work with the City staff to develop a proposal for a viable, City DDA-funded cross-access between the Target property in the Township and the shopping center property to the north in the City's Downtown Development Authority District.
- The City of Mt. Pleasant is planning to prepare an updated recreational needs assessment. On 4/7/2023 Phil Biscorner, Director of Parks and Public Spaces for the City, invited the Township to partner on this project, to which The Department Director expressed interest and asked for more information. If feasible, this collaboration would be very helpful to both communities.
- Consider partnering with the City of Mt. Pleasant and the Saginaw-Chippewa Indian Tribe to conduct a joint transportation planning project that would include evaluation of options for improvements to the north and south Mission St. interchanges with US-127, routing of heavy truck traffic, public transit improvements, and updated planning for a regional network of interconnected pedestrian/bicycle pathways.
- The Community and Economic Development Director will complete and distribute a request for qualifications from sign contractors with the capability to design and install a new gateway sign for the East DDA District to be located at the corner of M-20 and S. Summerton Rd. in cooperation with Mid-Michigan College and Consumers Energy, and to design and install new Enterprise Industrial Park signage at the corner of M-20 and Enterprise Dr. The EDA Board will evaluate responding contractors, with the selected finalist(s) to be invited to submit bids for planned projects

Public Services

- WWTP - Sludge Storage Tank installation
- Meridian Road iron removal filter maintenance approval – (re-bidding – due to lack of bids)
- Pump station #1 relocate/replacement
- New township hall feasibility study continues

- Refurbish Pump Station #10 (2024) 30 + years old
- Upgrade motor controls, level controls & electrical at Pump Station # 2 (2023) 43 years old
- Lead and copper service line replacement as identified
- The Department Director continues to work with MDOT project team members and contractors during the planned 2023 project to reconstruct E. Pickard Rd. (M-20) from the US-127 interchange area west to Packard St.

Ordinance Enforcement Activities

- 1929 S. Isabella Road. Complaint about sitework being done without required site plan approval. The owner was contacted and informed the Township no further work would be done. Owner to submit a site plan for their development project for Planning Commission review and approval. This matter is now closed.
- 5814 S. Mission Road. Complaint about garbage in front yard. The owner was notified and has removed all materials. This matter is now closed
- 2355 Jenchris Lane. Complaint of junk car and mattress left on lot. The owner notified of violation and promptly removed the items. This matter is now closed.
- 5401 S. Lincoln Rd. – Pole barn accessory building constructed without permits. The owner responded to the initial notice to acknowledge responsibility. An after-the-fact building permit application was denied due to the significant encroachments beyond maximum allowable height and floor area limitations. The owner submitted a variance application for the height violation with a plan to correct the total floor area violation with necessary building modifications, which was approved by the ZBA on 5/3/2023. Upon receipt of updated building plans for the modification and issuance of the required building permit, this matter will be closed
- 898 S. Mission Road. Site Plan enforcement complaint due to unlawful change of use without the required minor site plan approval. Cluster of cars all over the lot, including unlawful parking on the lawn areas and in the front yard. The owner submitted a parking layout of the property and cleared the cluster of vehicles from the front yard. Township staff plans to meet with the owners to discuss remaining steps to resolve the violation.
- 5281 Jonathon Ln. - Complaint of garbage bags piled up in rear yard with no use of trash collection on this lot that has been subject to several prior ordinance enforcement actions. Property is in foreclosure. Guardian Asset Management from Pennsylvania has been hired to clean up the site and has received from staff a list of outstanding zoning violations that need to be resolved.
- 5715 S Lincoln Rd – Unlawful rental unit and complaint about unsafe conditions. The Rental Inspector delivered an initial notice of violation to the rental home and to the owner’s address. Follow up enforcement action will be taken per the Housing Licensing Code Ordinance if the owner fails to respond
- 2366 Jenchris Lane. Complaint about inoperable snowmobile in front yard. The owner notified that the snowmobile must be removed or stored in garage.
- Meyers Road south of E. Ward Street. Complaint about the dilapidated condition. Township staff has contacted the Road Commission for more information.
- 4941 E Valley Rd. – Dilapidated and potentially unsafe dwelling. This property has been the subject of previous code enforcement activity. Owner responded to additional notice sent via email to confirm that he wants the roof completed but does not have the funds. The Building Official spoke with a contractor who is looking into options to help the owner resolve the violations.

- Northeast corner of S. Lincoln Rd. and E. Broomfield Rd. – unlawful contractor’s storage yard and unlawful grading/fill activities without a grading permit. The owner claimed a “grandfathered” status as a legal nonconforming use. This matter is under review by the Township Attorney.

Staff Training, Continuing Education and Safety Related Activity

- Building Services Clerk and the Administrative Assistant attended a 3-day Michigan Certified Assessing Technician class and received word shortly thereafter of successful completion of the associated test for the certification
- The Zoning Administrator and Building Services Clerk attended the BS&A Building Module Users Group event for professional development, which was held remotely.
- The Rental Inspector participated in Home Builders Association-sponsored training on asbestos and lead.
- The Rental Inspector and Building Official participated in NMCOA continuing education presentations in Gaylord. Topics discussed:
 - Firestop – Residential wood framing
 - Firestop – Life safety fundamentals
 - Firestop – Compartmentalization & fire barriers
 - Firestop – Industry rated fire barrier testing
- The Zoning Administrator attended a webinar regarding increased broadband fiber for internet access in Michigan presented by the Michigan Association of Planning and reported back to departmental staff during a weekly meeting.
- Monthly AED, and eye wash inspections completed along with respiratory fit test and Safety Training Class held
- Tested all pump station alarms (monthly operation and maintenance)
- Public Services Director attended AWWA/EGLE Spring Regional Meeting
- Summit Fire Protection conducted yearly fire extinguisher inspections.
- Finance staff attended BSA training on Governmental Accounting
- Finance staff attended BSA Tax.net User Group training
- Accounting Specialist attended MGFOA Back to Basics – Session 1 in Okemos

Miscellaneous

- The Community and Economic Development Director met with Jim Holton at Mountain Town Brewery and Summit Smokehouse to discuss some business-related concerns.
- The Department Director attended a roundtable discussion with state Labor and Economic Opportunity Department officials about state FY2024 budget priorities for housing, childcare, and economic development, which was hosted by the Middle Michigan Development Corporation.
- The Department Director attended and spoke at the ribbon-cutting ceremony to welcome Bandit Industries, Inc. to their new facilities in the East DDA District on Enterprise Drive.
- The Department Director served as the Chair of the Mt. Pleasant Airport Joint Operations and Management Board.
- The Department Director continues to participate and have conversations with CMU officials and representatives from various agencies regarding plans for private “micro-mobility E-Scooter” companies to begin operating in the area.

- The Building Services Clerk supported The Department Director and EDA Board and served as contact person for East DDA District service contractors.
- Building Services Clerk composed Request for Bid documents, researched, and contacted companies and sent out Invitations to Bid for East DDA District Streetlight Sandblasting and Powder Coating
- Building Services Clerk along with Administrative Assistant facilitated a joint program with Union Township and The Care Store in the Strickler Center to collect donations during April, including preparation and publication of a press release, invitations for staff participation, and creation of a collection point display in the Township Hall
- The Building Services Clerk provided the following services during the month:
 - Served as a second Township Hall contact person for the public and helped process payments at counter and through mail.
 - Assisted homeowners and contractors with building permit applications and coordinated with the Building Official, Zoning Administrator, Assessor, and Public Services Department as needed to facilitate timely reviews of permit applications.
 - Administrative support for Rental Inspector
 - Prepared monthly Census and HBA reports for building permits
- The Building Official provided the following services during the month:
 - 46 Inspections
 - 31 Permits issued
 - Issued permit for gymnastics addition to Morey Courts
- The Building Official Continued to review the detailed construction plans for the Isabella County Jail Project with the assistance of the Township's consultant at McKenna Associates.
- Rental inspector conducted site visits with inspections or re-inspections at residential complexes, hotels, various single-family units, and other regulated premises (approx. 58 units) including Inspections on apartment complexes & hotels (fire alarm and sprinkle report reviews).
- The Zoning Administrator provided the following services:
 - (11) Zoning review approval letters for building permit applications.
 - (11) Miss Dig notifications for various projects. Owners contacted for permits on projects.
 - Met with owner of 971 Craig Hill Road regarding development possibilities.
 - Met with Contractor for possible site improvements for the Indian Hills Mall on Bluegrass Road.
 - Met with owner of 4306 E. Baseline Road regarding possible special use permit on property for a landscaping contractor business.
- The Zoning Administrator received, reviewed, and acted on the following minor site plan applications during the month:
 - Approved the PMINORSPR23-05 Indian Hills Plaza LLC Minor Site Plan application for various parking lot, pedestrian/sidewalk, and public safety upgrades at Indian Hills Shopping Center on at 4208 E. Bluegrass Road.
 - Approved the PMINORSPR23-03 GAAR Enterprises LLC Minor Site Plan application for a building addition at 2144 Independence Dr.
- The Department Director and the Township's GIS Specialist Joy Smith are working with County officials and their GIS mapping contractor to arrange to add the Township's zoning map data layer to the county's Fetch GIS website portal. Once completed, a link to the site will be added to the Township's website.
- The Community and Economic Development Director worked with league and tournament representatives to coordinate field reservations for the 2023 baseball and softball seasons in McDonald Park.

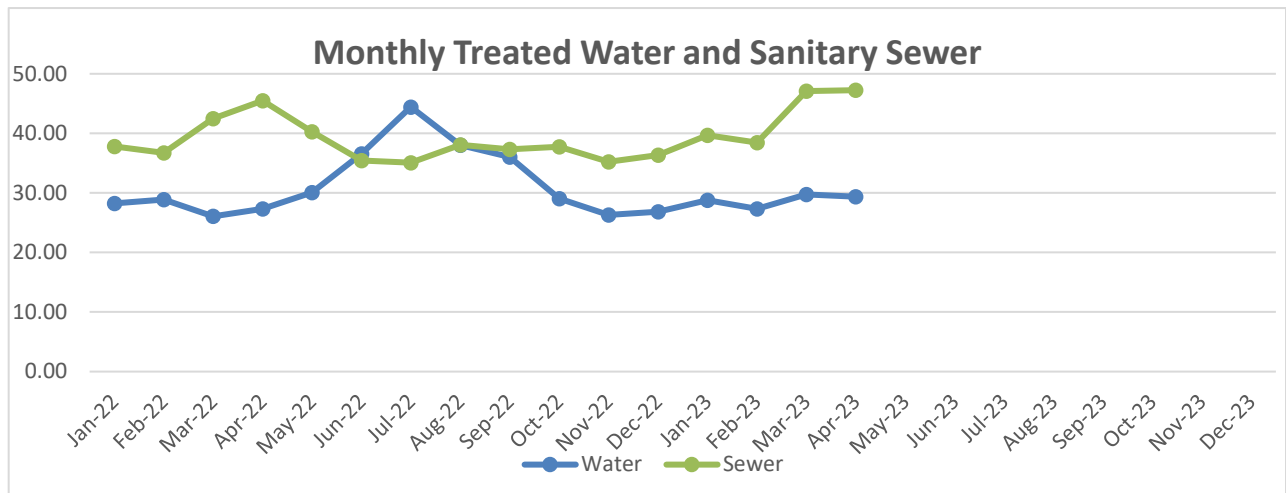
- Along with Jason Moore, City of Mt. Pleasant Public Works Director, the Community and Economic Development Director attended Michigan Infrastructure Council regional workshop to help guide development of state policy priorities for infrastructure planning and asset management.
- Parks Rentals
 - Jameson Hall Rental – 6
 - Pavilions - 1
- Jameson Park general cleaning, maintenance, and ball field preparation
- McDonald Park, general cleaning, maintenance, and ball field preparation
- Public Services Department received/processed (189) miscellaneous service request/work orders/phone calls/general inquiry /billing inquiries/emails/cross connection program inquiries
- Continued with updating Lead and Copper Service Line Inventory data
- Prepared Handheld for 4Q Readings, Analyzed Usage Reports, Coordinated Re-Reads as Necessary
- GIS: Water & Sewer Plans and Drawings - Continued working on migrating scanned plans and drawings from MapInfo to ArcGIS, the GIS system that the Township's asset management software uses for its GIS Map Viewer. ArcGIS requires a single geometry type (point, line, or polygon), so our current MapInfo scanned plans table has to be significantly revised to remove extraneous object types before the migration can take place.
- GIS: - Compiled and e-mailed a large (25 MB) ZIP folder containing eight water and sewer engineering drawings for Crawford Environmental's FOIA request for the Next-Door Store at 5025 E Pickard (Pickard & Isabella).
- GIS: Zoning Map - Responded to a request to provide the necessary GIS data so that the Township's zoning map layer can be added to Isabella County's GIS website. The zoning update was set to take place on April 27th. However, this change has been put on pause because there is still some ongoing discussion
- GIS: Isabella County Road Commission and other areas - Continued using MapInfo and ArcGIS to edit and update parcels and utilities for the GIS Map Viewers in PubWorks asset management and BS&A Assessing.
- Daily water plant reads, and tri-weekly backwashing completed.
- Monthly MOR submitted to EGLE – along with 22 monthly distribution system water sample results.
- Installed new pump in backwash lagoon at Meridian Well Site
- Monthly maintenance of chlorine injectors and pump tubes.
- Monthly cleaning of sanitary sewer mains, manholes, and wet wells throughout Township.
- Completed Quarterly Source Water Protection Grant Reporting
- Install single phase power for control panel heater at Pump Station # 7
- WWTP Activities:
 - Opened up Tertiary Building for summer season.
 - Replaced impellers and wear plates in RAS Pumps two and four.
 - Replace VFD on aerator one and two.
 - Rebuilt polymer pumps
 - Started spring yard cleanup around the plant
 - Continued with collection system H₂S Monitoring
 - installed and monitored flow monitoring equipment of 24" transmission line into plant.
 - Completed Lab Operator "blind sample" quality control/quality assurance testing – all operators completed samples successfully.
 - Completed 2nd quarter Mercury Sampling
 - Cleaned final effluent plant channels and power wash step aerator in prep for EGLE Additional Monitoring Requirement in May

- Conducted part-time seasonal interviews
- Replaced failed pump at pump station # 19
- Began lead service line inspections on Belmont Drive
- Began Spring Fire Hydrant flushing program
- Repaired broken fire hydrant hit by vehicle in Deerfield Village.
- Worked with CMS on multiple projects, Isabella severs, and new switch hardware.
- Attended ICRC regular board meetings
- Monthly Water reports submitted – no violations
- Monthly Sanitary Sewer reports submitted – no violations
- April 2023 – Treated Potable Water

Total Month: 29.380 mg
 Average Day: .979 mgd
 Max Day: 1.210 mgd

- April 2023 – Treated Sanitary Sewer

Total Month: 47.25 mg
 Average Day: 1.58 mgd
 Max Day: 2.62 mgd



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 2nd 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

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

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 22nd 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:

Lisa Cody, Clerk

Bryan Mielke, Supervisor

(Recorded by Tera Green)

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 101 POOLED CHECKING						
05/24/2023	101	608 (E)	01186	COYNE PROPANE LLC	YEARLY TANK LEASE - BROADWAY TOWER	240.00
					YEARLY TANK LEASE-HIGH SERVICE/PRV BUILD	330.00
						<u>570.00</u>
05/24/2023	101	609 (E)	00146	CONSUMERS ENERGY	2010 S LINCOLN RD L4 LIGHT	64.31
					48858 LED LIGHT RD	316.41
					STREET LIGHTS	1,658.70
					5228 S ISABELLA RD	6,746.50
					5525 E REMUS RD	60.51
					2270 NORTHWAY DR	33.39
					2055 ENTERPRISE DR	223.15
					5337 E BROADWAY RD	234.19
					1933 S ISABELLA RD	583.71
					5144 BUDD ST	31.36
					5142 BUDD ST	143.65
					1660 BELMONT DR	201.55
					900 MULBERRY LANE	83.85
					5240 E BROOMFIELD RD	945.76
					4795 SOUTH MISSION ST	2,711.54
					4797 S MISSION ST BARN	446.37
					5076 S MISSION RD	1,012.81
					4822ENCORE BLVD	104.51
					4244 E BLUE GRASS	69.29
					3248 S CONCOURSE DR	212.34
					5369 S CRAWFORD RD	71.98
					3998 E DEERFIELD RD	82.11
						<u>16,037.99</u>
05/24/2023	101	610 (E)	00146	VOID		
				Void Reason: Created From Check Run Process		
05/24/2023	101	24558	01358	21ST CENTURY MEDIA-MICHIGAN	SEASONAL HELP WANTED AD	595.00
					NOTICE FOR ZONING BOARD OF APPEALS MEETI	192.15
					NOTICE OF HYDRANT FLUSHING-APR 2023	192.15
					MEETING NOTICE-SEWER SYSTEM PROJ PLAN	247.20
					BOARD MEETING SUMMARY-MAR 2023	192.15
						<u>1,418.65</u>
05/24/2023	101	24559	01476	A LOT A CLEAN	WINDOW CLEANING@WTR PLANT-INSIDE&OUT	70.00
05/24/2023	101	24560	01703	AMAZON CAPITAL SERVICES	WIRELESS MOUSE FOR TWP MANAGER	29.99
					NEW WATER COOLERS-WTR/SWR/PRKS	761.64
						<u>791.63</u>
05/24/2023	101	24561	01780	LEWIS BENDER	ADMINISTRATIVE SUPPORT TRAINING	790.00
05/24/2023	101	24562	01240	BRAUN KENDRICK FINKBEINER PLC	MTT-DEERFIELD APTS-APR 2023	663.00
					MTT-LEXINGTON RIDGE-APR 2023	1,337.00
					MTT-UNION SQUARE APTS-APR 2023	1,345.50
						<u>3,345.50</u>
05/24/2023	101	24563	00095	C & C ENTERPRISES, INC.	CLEANING SUPPLIES/TOWELS	019186.75
					TRASH CAN LINERS FOR PARKS	70.95

V

05/17/2023 06:00 PM
 User: SHERRIE
 DB: Union

CHECK REGISTER FOR CHARTER TOWNSHIP OF UNION
 CHECK DATE FROM 05/11/2023 - 05/24/2023

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
05/24/2023	101	24590	01595	ROMANOW BUILDING SERVICES	JANITORIAL SERVICES@WTR PLANT-APR 2023	316.29
					JANITORIAL SERVICES @ TWP HALL - APR 202	527.14
					JANITORIAL SERVICES @ WWTP - APR 2023	316.29
						<u>1,159.72</u>
05/24/2023	101	24591	01090	SIMPLY ENGRAVING	ASSESSOR NAME PLATE&BADGE	24.00
05/24/2023	101	24592	01542	STERICYCLE, INC.	PAPER SHREDDING-APR 2023	76.33
05/24/2023	101	24593	01633	SUMMIT FIRE PROTECTION	EXTINGUISHER ANNUAL INSP@TWP HALL	491.50
					EXTINGUISHER ANNUAL INSP@SHOP	213.00
					EXTINGUISHER ANNUAL INSP@WWTP	305.00
						<u>1,009.50</u>
05/24/2023	101	24594	01654	TRACE ANALYTICAL LABORATORIES, INC.	SAMPLE HANDLING, STORAGE & DISPOSAL	274.00
					SAMPLE HANDLING, STORAGE & DISPOSAL	28.00
						<u>302.00</u>
05/24/2023	101	24595	00703	WASTE MANAGEMENT OF MICHIGAN, INC	DUMPSTER SERVICE TWP HALL-MAY 2023	64.61
					DUMPSTER SERVICE JAMESON HALL-APR 2023	113.22
					DUMPSTER SERVICE MCDONALD PARK-MAY 2023	137.66
					DUMPSTER SERVICE WWTP-MAY 2023	250.51
					DUMPSTER SERVICE SHOP-MAY 2023	45.44
					DUMPSTER SERVICE WTR PLANT-MAY 2023	45.89
						<u>657.33</u>
05/24/2023	101	24596	00723	WINN TELECOM	PHONE SERVICE 5/1/2023-5/30/2023	380.13
						<u><u>380.13</u></u>
101 TOTALS:						
Total of 42 Checks:						428,963.48
Less 1 Void Checks:						0.00
Total of 41 Disbursements:						<u><u>428,963.48</u></u>

Charter Township of Union Payroll
--

CHECK DATE: May 11, 2023

PPE: May 6, 2023

NOTE: PAYROLL TRANSFER NEEDED

General Fund	\$	43,969.96
Fire Fund		
EDDA		
WDDA		
Sewer Fund		30,902.18
Water Fund		29,133.93
Total To Transfer from Pooled Savings	\$	104,006.07

NOTE: CHECK TOTAL FOR TRANSFER

BS&A Gross Payroll	\$	70,762.40
Employer Share Medicare		978.79
Employer Share SS		4,185.15
SUI		32.04
Pension-Employer Portion		5,748.15
Workers' Comp		498.14
Life/LTD		684.82
Dental		1,287.79
Health Care		22,033.97
Vision		414.20
Vision Contribution		(207.10)
Health Care Contribution		(2,412.28)
Flex Administrators		
Cobra/Flex Administration		
PCORI Fee		-
Total Transfer to Payroll Checking	\$	104,006.07

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

(See Governance Policy 3.10 for additional details)

BOARD MEMBER:

Connie Lee Bills

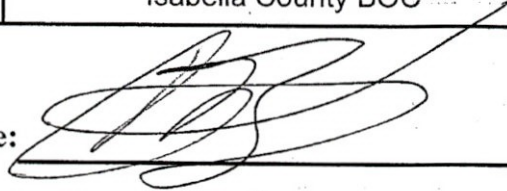
MONTH, YEAR:

January, February, March, April and May, 2023

Date MM/DD	Meeting	Time Attended		Total
		1hr or less	More than Hr	
1/17	Isabella County BOC		✓	\$ 75
1/18	MTA		✓	\$ 75
2/7	Isabella County BOC	✓		\$ 50
3/7	Isabella County BOC	✓		\$ 50
3/21	Isabella County BOC		✓	\$ 75
4/4	Isabella County BOC	✓		\$ 50
4/18	Isabella County BOC		✓	\$ 75
4/19	MTA		✓	\$ 75
5/2	Isabella County BOC		✓	\$ 75

Total = 600.00

Signature:



Date:

5/9/23


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

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

BOARD MEMBER: JEFF BROWN

MONTH, YEAR: April 2023

Date MM/DD	Meeting	Time Attended		Total
		1hr or less	More than Hr	
4/24/23	Mt. Pleasant City Commission		75. ⁰⁰	75. ⁰⁰

Signature:  **Date:** 4/26/2023

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. 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

Date: Tuesday, May 16, 2023



Alarm Date between 2023-05-07 and 2023-05-13

District	NFIRS Number	Alarm Date	Incident Type Code	Incident Type	Apparatus Name	Personnel Count	Alarms
Union Township	0000283						
		5/7/2023 9:12:08 AM	322	Motor vehicle accident with injuries	ENG 31	2	1
						Total Responding 2	
Union Township	0000284						
		5/9/2023 6:12:19 PM	143	Grass fire	ENG 31	10	4
						Total Responding 10	
Union Township	0000286						
		5/9/2023 9:09:26 PM	745	Alarm system activation, no fire - unintentional	ENG 31	2	1
						Total Responding 2	

Union Township	0000287						
		5/10/2023 8:45:48 AM	424	Carbon monoxide incident	ENG 32	2	1
						Total Responding 2	
Union Township	0000290						
		5/11/2023 8:58:29 AM	740	Unintentional transmission of alarm, other	ENG 31	2	1
						Total Responding 2	
Union Township	0000293						
		5/11/2023 12:08:09 PM	131	Passenger vehicle fire	ENG 31	2	4
		5/11/2023 12:08:09 PM	131	Passenger vehicle fire	CHIEF	1	4
		5/11/2023 12:08:09 PM	131	Passenger vehicle fire	T 31	1	4
		5/11/2023 12:08:09 PM	131	Passenger vehicle fire	POV	7	4
						Total Responding 11	

Union Township	0000296						
		5/12/2023 6:46:25 PM	322	Motor vehicle accident with injuries	ENG 31	2	1
						Total Responding 2	
	Total Runs 7					Total Responding 31	

Note: Alarms

1=Duty Crew

2=Paged Off Duty Full-time

3=Paged Paid-on-Call Firefighters

4=Paged All



REQUEST FOR TOWNSHIP BOARD ACTION

To: Mark Stuhldreher, Township Manager **DATE:** May 15, 2023

FROM: Kim Smith, Public Service Director **DATE FOR BOARD CONSIDERATION:** May 24, 2023

ACTION REQUESTED: Consideration to approve a Resolution Adopting a Final Project Plan for Water System Improvements through the Drinking Water State Revolving Fund (DWSRF) and designating Kim Smith, Public Services Director as the Authorized Project Representative.

Current Action Emergency

Funds Budgeted: If yes Account # No

Finance Approval

BACKGROUND INFORMATION

Public Act 53 of the Federal Government created the Infrastructure Investment and Jobs Act (IIJA) and American Rescue Plan Act (ARPA) which provides opportunities for infrastructure improvements in publicly owned and operated water and sanitary sewer systems through low interest loans and loan forgiveness (grant) opportunities. The State of Michigan has made this funding available through the Department of Environment, Great Lakes and Energy (EGLE) Drinking Water State Revolving Fund (DWSRF) and Clean Water State Revolving Fund (CWSRF).

There are several steps in the funding application process and are provided in the following table:

Application Item	Due Date
Intent to Apply	November 1, 2022
Pre-Application Meeting	February-March 2023
Environmental Assessment Published	February 6, 2024
Engineering Project Plan	June 1, 2023
FNSI Clearance (Final Plans & Specs Approved)	March 7, 2024
Part III Application Bid Data Submittal (w/ Tentative Contract Award)	April 15, 2024
EGLE Order of Approval Issued	May 15, 2024
Borrowers Pre-Closing w/ MFA	May 28, 2024
MFA Closing / Notice to proceed issued no later than Project Schedule	June 5, 2024/June 5, 2024 May 2027

In September of 2022 a high-level overview of the funding opportunities and application process was presented to the Township Board of Trustees by Gourdie Frasier. Since this presentation the Township has completed the first, and second steps of this process by submitting an Intent to Apply to EGLE, and holding a pre-application meeting with Gourdie Frasier and the EGLE Project Manager assigned to our projects.

In February of 2023 the Township Board of Trustees approved a contract with Gourdie Frasier for the completion of a Project Plan for the DWSRF Program. The Project Plan is required to include the following major items:

- Project Background
- Analysis of Alternatives
- Description of Selected Alternative
- Description of Environmental Impacts
- Project Useful Life and Cost Analysis including Revenue System Development
- Description of Mitigation of Impacts
- Environmental Agency Review
- Public Participation Meeting/Public Hearing Process

The Draft DWSRF Project Plan has been completed and made available to public on May 8, 2023 for review and comment. A copy of the Draft Plan is available for review on the township's website via the following link <http://www.uniontownshipmi.com/Departments/PublicServicesDepartment.aspx>. A Public Participation Presentation Meeting was held on May 24, 2023 seeking input from the Public on the Project Plan.

The next steps in the process are to formally adopt by Resolution the Final Project Plan for Water System Improvements through the Drinking Water State Revolving Fund (DWSRF) and designating Kim Smith, Public Services Director as the Authorized Project Representative.

SCOPE OF SERVICES

Adoption of the Resolution Adopting a Final Project Plan for Water System Improvements and designating an Authorized Project Representative.

JUSTIFICATION

The completion of a Project Plan and adoption of the Resolution Adopting a Final Project Plan is a requirement by the Department of Environment, Great Lakes and Energy (EGLE) Drinking Water State Revolving Fund (DWSRF). This plan allows the Township the ability to apply for low interest loan and grant funding opportunities through the Infrastructure Investment and Jobs Act (IIJA) and American Rescue Plan Act (ARPA). If awarded this funding will be used to complete water system capital improvements.

PROJECT IMPROVEMENTS

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

- Community well-being and common good
- Safety

COSTS

NA

PROJECT TIME TABLE

The Final Project Plan and adopted Resolution must be submitted to EGLE by June 1, 2023.

RESOLUTION

Approval of the Resolution Adopting a Final Project Plan for Water System Improvements through the Drinking Water State Revolving Fund (DWSRF) and designating Kim Smith, Public Services Director as the Authorized Project Representative.

Moved by _____ Seconded by _____

Yes:
No:
Absent:

A RESOLUTION ADOPTING A FINAL PROJECT PLANNING DOCUMENT FOR WATER SYSTEM IMPROVEMENTS AND DESIGNATING AN AUTHORIZED PROJECT REPRESENTATIVE

WHEREAS, the Charter Township of Union recognizes the need to make improvements to its existing water treatment and distribution system; and

WHEREAS, the Charter Township of Union authorized Gourdie Fraser, Inc. to prepare a Project Plan, which recommends the construction of Existing Water Treatment Plant Expansion, additional Type 1 Water Well, and distribution piping extensions / upgrades and lead service line investigations; and

WHEREAS, said Project Plan was presented at a Public Meeting held on May 24th, 2023, and all public comments have been considered and addressed;

NOW THEREFORE BE IT RESOLVED, that the Charter Township of Union formally adopts said Project Plan and agrees to implement the selected alternatives identified in the Project Plan.

BE IT FURTHER RESOLVED, that the Public Services Director, a position currently held by Kim Smith, is designated as the authorized representative for all activities associated with the project referenced above, including the submittal of said Project Plan as the first step in applying to the State of Michigan for a Drinking Water State Revolving Fund Loan to assist in the implementation of the selected alternative.

Yeas:

Nays:

Abstain:

Absent:

I certify that the above Resolution was adopted by the Charter Township of Union on May 24, 2023.

BY: Lisa Cody, Township Clerk
Name and Title (please print or type)

Signature

Date



REQUEST FOR TOWNSHIP BOARD ACTION

To: Board of Trustees	DATE: May 16, 2023
FROM: Mark Stuhldreher, Township Manager	DATE FOR BOARD CONSIDERATION: 05/24/2023
ACTION REQUESTED: Consideration of a request to lower the sewer hookup fee from \$19,106.80 to \$6,580.11 as it relates to the construction of a new gymnastics facility addition to the Isabella Community Sportsplex.	

Current Action Emergency

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

Finance Approval N/A

BACKGROUND INFORMATION

On March 8, 2023, JBS Contracting, Inc. applied for a building permit and the associated water/sewer permit on behalf of the Cultural and Recreation Commission of Isabella County, the owner of the facility. In the normal course of business, the water/sewer application application was processed by the Public Services Department, and the sewer hook-up fee was determined to be \$49,998.10.

On or about April 20, 2023, I received a call from Mr. Erik Spindler, Executive Administrator, of the Morey Foundation. Also on the call was Mr. Lon Morey. During the call, Mr. Spindler provided information supporting his contention that the sewer hook-up fee was incorrectly calculated. With the understanding that we would meet in the near future to discuss this matter in more detail, it was agreed that one-half of the permit fee amount would be paid and placed in escrow the following day. In so doing, this would allow for the Township to issue the water/sewer permit and the building permit, allowing construction to begin. When this payment was not made the following day, I informed Mr. Spindler that the full amount was now due in order for the township to issue the water/sewer permit. This payment was made on April 24th and a water/sewer permit, and the building permit were issued that same day. The funds remain in escrow.

Mr. Spindler and I met on April 25th to discuss this issue in more detail. Mr. Spindler, as indicated in his appeal letter dated May 12, 2023, was concerned about three (3) primary aspects that formed the basis of the original calculation, these being:

1. the comparable facilities used,
2. the extra ordinary usage that occurred at one the comparable facilities, and
3. the number of plumbing fixtures existing in the comparable facilities.

Following the meeting I reviewed the information and subsequently provided Mr. Spindler with a letter, including a revised invoice in the amount of \$19,106.80, dated May 1, 2023, whereby I disagreed in part and agreed in part with his concerns (see attached for a detailed explanation of my review):

- I disagreed with the concern regarding comparables since the table does not provide a factor for gymnastics facilities. In my judgement the appropriate comparison is the existing facilities that comprise the Isabella Community Sportsplex.
- I also disagreed with excluding the extra ordinary usage argument since when asked, no explanation was proffered by Mr. Sprinkler regarding this. Further, upon reviewing this item with Township staff, it

is noted that per the customer's request, the meter was re-read and there was no indication of a malfunctioning meter (see attached letter dated July 29, 2021).

- I agreed with the claim that the number of plumbing fixtures used in the original calculation was inaccurate.

On May 9, 2023, Mr. Spindler informed me that the Morey Foundation would be appealing the revised invoice to the Board of Trustees. His appeal letter and supporting documentation are attached.

For the reasons stated, I recommend the Board of Trustees deny the appeal.

A water/sewer hook-up or connection fee are a one-time fee charges by the Township intended to recover capital costs associated with utility system infrastructure necessary to provide service to new customers. The fees are designed such that new connections pay their proportionate share of system development costs. By utilizing connection fees, new customers will contribute toward historical investment in facilities made by existing customers. The use of connection fees enables new customers who directly benefit from the service to pay for the service, rather than receive a subsidy from all other customers through user charges.

Union Township's water/sewer connection charge is required by Ordinance. The determination of the sewer hook-up fee can be found in Ordinance 110.007. As noted in the Ordinance, the charge is to be calculated using the factor provided for in Table of Section 7, Article X (see attached Ordinance and Table).

SCOPE OF SERVICES

Not applicable

JUSTIFICATION

Since the table does not provide a factor for gymnastics facilities, in my judgement, the appropriate comparable is the existing facilities that comprise the Isabella Community Sportsplex. As long as the comparable is reasonable, caution should be taken regarding setting precedence of the applicant setting the appropriate comparable vs. the Township. Further, since there is no explanation for the extra-ordinary usage referenced in the appeal letter, nor was one offered during the meeting, no adjustment for this is appropriate. Finally, denying the appeal will allow recovery of past capital costs associated with the sizing of the wastewater collection and treatment infrastructure.

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

Denying the appeal will allow appropriate and proportional recovery of past capital costs associated with the sizing of the wastewater collection and treatment infrastructure in the amount of \$19,106.80.

PROJECT TIME TABLE

Not applicable

RESOLUTION

To deny the request to lower the sewer hookup fee from \$19,106.80 to \$6,580.11 as it relates to the construction of a new gymnastics facility addition to the Isabella Community Sportsplex.

Charter Township of Union



Erik Spindler
Executive Administrator
The Morey Foundation
7350 E. River Rd. | Mt. Pleasant | MI | 48858

May 1, 2023

Erik

Dear Mr. ~~Spindler~~,

Thank you for your time over the last couple of weeks and reviewing with me the original sewer hook-up permit fee amount. The additional information you provided at our meeting on April 25, 2023, was very helpful.

As to the issue you raised regarding the usage for two quarters that you feel skew the calculation, in my meeting with you and a follow up conversation with Ms. Kim Smith, Department Director, I have not found, nor have I heard anything that would substantiate a claim that this water was not used or that there was a faulty reading or meter. As such, I'm making no adjustments based on this issue.

You also questioned whether the facilities we used as a comparable are appropriate. As we discussed, neither a museum nor a gymnastics facility is referenced in Ordinance 110.007, which references the chart that is to be used in setting the hook-up charge. In these cases, a judgement has to be made regarding determining the "... residential equivalent which shall be based on a similar use with water usage". It is my judgement that the best facility to use as a comparable are the Martin Ice Arena and the Morey Courts Recreation Center.

Finally, following my review of your information regarding fixtures, I agree that the number of fixtures used as the basis for the calculation should be 133 fixtures. This is undoubtedly the most current information. When originally determining the number of fixtures, Union Township used the plans that were available during the construction phase of the two comparable properties as we do not have "as built plans" at our disposal.

As you will see in the attached, the sewer hook-up fee has been adjusted to \$19,106.80 based on the discussion above. Following your receipt and review, please call me should you have any questions. As stated previously, should you desire to appeal this matter to the Board of Trustees, I can help facilitate that activity.

Again, thank you for your time and I apologize for the confusion surrounding this issue.

Sincerely,

Mark Stuhldreher

Mark Stuhldreher
Township Manager



**2010 S. LINCOLN ROAD
MT. PLEASANT, MI 48858
989-772-4600 ext. 224**

**Estimate
Water & Sewer
Connection Cost**

14-013-30-003-00
5165 E Remus Road
Mt. Pleasant MI 48858
CRC Sportsplex Gymnastics Addition

April 28, 2023

Residential Equivalents

Toilets/urinals - 10
sinks – 8

5.164 REU

Current facility 133 fixtures (per updated count provided by owner) – 4,303.256 gallons per fixture/quarter (based on average two-year water usage of 572,333 gallons per quarter for existing facility)

Water

Water Installation Inspections (relocation of fire hydrant 9 hours @ \$117.00 per hour) \$ 1,053.00

Above price includes the use of existing water meter. Price does not include the installation/relocation of on-site water main, appurtenances, fire hydrant, and building lead. Above price does not include any tap fees if tap is required additional fees apply. Backflow prevention is not included in above price and must be provided according to State of Michigan Cross Connection Rules Manual and State of Michigan Plumbing Code.

Sewer

Sanitary Sewer Connection Fee (\$3,700.00 per REU) \$19,106.80

At least 48-hours advance notice required for inspections and testing. Working/Inspection hours include Monday – Friday 8:00 a.m. – 4:00 p.m. All water and sewer must be installed in accordance to Township Specifications and Ordinances, State and Federal Requirements, Ten-State Standards, approved plans, and general best practices for the region. Township Specifications can be found on our website at www.uniontownshipmi.com

Above prices are prices are subject to change depending on date of permitting.



5228 South Isabella Road
Mt. Pleasant, MI 48858

Phone (989) 772 4600 ext. 223
Fax (989) 773 1988
E Mail jloveberry@uniontownshipmi.com

July 29, 2021

Events Arena Isabella County
Attn: Ken
5165 E. Remus Road
Mt. Pleasant, MI 48858

RE: Account Number - 02177
5165 E. Remus Road

As requested, Union Township reread the water meters at the above address. The previous readings and current reading are as follows:

	<u>03-31-2021</u>	<u>06-10-2021</u>	<u>Usage</u>	<u>Reread 07-29-2021</u>	<u>Reread Usage</u>
1	8,160,000	8,200,000	40,000 gallons	8,210,000	10,000 gallons
2	19,150,000	21,964,000	<u>2,814,000 gallons</u>	21,973,000	9,000 gallons

Total Gallons Used 2,854,000 gallons

The readings on this meter have moved forward by 19,000 gallons in 49 days. The water meter is moving ahead as it should.

A water meter malfunction does not cause readings to speed up but causes the meter to slow down. High usage during a quarter is often an indication of a leak. Some suggestions to check would be dripping faucets, running toilets, piping, water softeners, water filtration systems, outside spickets, and facility equipment. Information on items to check for a leak and how to perform an overnight leak check is available on our website at www.uniontownshipmi.com/Departments/PublicServiceDepartment.

Often higher water usage is seen in the May to September months due to increased outside water use such as washing cars, watering gardens, or lawn irrigation. In the winter months you should also check the meter to make sure that the meter has not cracked from allowing the meter to freeze and break.

Based on the verification of the water meter readings your last quarterly billing is accurate. If you feel the usage is high, we suggest you check for a leak. If you find a problem and need to have the water turned off at the road for repairs please call or fill out the Customer Change Request form available on our website at www.uniontownshipmi.com and we will be happy to assist you.

If you have any questions please call 989-772-4600 ext. 223.

Sincerely,

Jennifer Loveberry
Public Services Assistant

Sec. 7.

- [a] Applications for sewer service shall be filed with the Township Clerk or his or her designee upon a form to be supplied by the Township. The application shall state the name of the applicant and the premises to be served. All applications filed after the commencement of the operation of the system shall be accompanied by a fee—on a residential equivalent basis—in such amount as determined from time to time by the Township Board as a connection charge. For any premises other than a single family residence, a connection charge shall also be due upon the occurrence of either of the following events: (1) construction of any expansion of or addition to the premises or (2) any subsequent change in the character or use of the premises which places all or part of the premises in a different ratio-factor category. The connection charge in the event of an addition to or change in character of use of a premises other than single-family residence shall be calculated using the factor provided for in Table 1 of Section 7, Article X of the Charter Township of Union Ordinance Number 1990-1 [112.1007] which corresponds with the nature of the use of the addition or subsequent change in usage. The connection charge for an addition to or change in character of use of a premises shall be payable, in cash, at the occurrence of the earliest of the following: (1) the time a construction permit or other permit is issued by the Township for such addition or expansion, (2) the time such addition or expansion becomes connected to the system if no permit is issued or required, or (3) the time the change in usage occurs.
- [b] All sewer system users connecting to sewer lines within the West Downtown Development Association Sewer Project shall be exempted from the foregoing \$110.00 administration fee but shall pay the \$90.00 transportation fee required under the Comprehensive Agreement between the Charter Township of Union and the City of Mt. Pleasant dated December 12, 1991. This exemption shall remain in effect until June 30, 1993, at which time all sewer system users connecting to sewer lines within the West Downtown Development Association Sewer Project shall pay the full \$200.00 charge.
- [c] Any sewer system user within a residential subdivision wherein a private individual has installed the sewer lines, wyes and leads, at no cost to the Township, in accordance with Township specifications and inspected and approved by Township personnel, shall have the connection fee reduced to \$50.00 per hook-up. This reduction shall not apply to the \$90.00 transportation charge pursuant to the comprehensive agreement between the Charter Township of Union and the City of Mt. Pleasant dated December 12, 1991. This transportation fee shall be payable by all individuals within districts where this fee is required by this Ordinance and by any agreement between the City of Mt. Pleasant and the Charter Township of Union.

(Ord. No. 1991-17, 1-8-92; Ord. No. 1992-10, 11-11-92; Ord. No. 1993-1, 1-14-93; Ord. No. 1994-3, 8-24-94;
Ord. No. 1997-14, 11-12-97; Ord. No. 1998-2, 1-28-98; Ord. No. 2019-05, 6-26-19)

Table 1. - Schedule of Residential Equivalents

Use	Single-Family Residential Equivalent
1. Apartments	1.0 per unit
2. Auto dealers	0.30 per service stall
3. Banks	0.50 per 1,000 sq. ft.
4. Barber shops	1.0 per shop, plus 0.10 per chair
5. Bar	0.025 per seat
6. Beauty shops	1.0 per shop, plus 0.10 per chair
7. Car wash	12.0 per lane, attendant-operated
	1.0 per stall, coin-operated
8. Churches	1.0 plus 0.10 per 1,000 sq. ft.
9. Cleaners	1.5 per 1,000 sq. ft., plus 2.0 per press
10. Clothing or shoe stores, men's and women's	0.50 per 1,000 sq. ft.
11. Clinics, medical or dental	1.0 per doctor
12. Convalescent or nursing home	0.22 per bed
13. Drapery shop or fabric retail store	0.50 per 1,000 sq. ft.
14. Drug store	0.75 per 1,000 sq. ft.
15. Efficiency apartments	0.50 per unit
16. Factories, exclusive of industrial water	0.50 per 1,000 sq. ft., plus industrial process water
17. Fraternal organizations	1.0 per 1,000 sq. ft.
18. Gift shop	1.0 per 1,000 sq. ft.
19. Grocery store	1.0 per 1,000 sq. ft.
20. Meat markets or produce markets	2.5 per 1,000 sq. ft.
21. Hotels or motels	0.25 per unit, plus restaurant, bar and meeting facilities at respective unit factors
22. Laundry, self-service	0.50 per washer
23. Mobile home park	1.0 per trailer space
24. Mobile home park with privately owned and maintained distribution system	0.7111 per trailer space
25. Office building	0.50 per 1,000 sq. ft.
26. Restaurants, food and beverage	0.0775 per seat
27. Restaurants, food only	0.0525 per seat
28. Schools	0.67 per classroom
29. Service stations	0.140 per pump
30. Snack bars, drive-in restaurants	0.10 per seat and/or stall
31. Stores - Other than Listed	1.0 per 6.6 full-time employees
32. Theaters - Drive in	0.008 per car space
33. Warehouse	0.10 per 1,000 sq. ft.
34. Single-Family Residence	1.0 per residence
35. Two-Family Residence	1.0 per residence

36. Motel Units with Complete Kitchen Facilities	0.50 per unit
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Note: Minimum equivalent per customer shall not be less than 1.0.

For any use not specifically stated above, the residential equivalent shall be based on a similar use with water usage as indicated above.

(Ord. No. 1990-1, 1-18-90; Ord. No. 1990-2, 3-14-90)



May 12, 2023

To Whom It May Concern:

As you may know, Morey Courts Recreation Center, located at the Isabella Community Sportsplex, will soon feature a new addition: the Morey Gymnastics Center. The new, 13,000 square-foot, addition is a gift to the community, proudly funded through the generous support of Lon Morey and The Morey Foundation. The new facility will be constructed on the south-east end of Morey Courts Recreation Center.

On April 5, 2023, Kim Smith, Union Township Public Services Director, provided an invoice for the "Water and Sewer Connection Cost" in the sum of \$49,998.10. I was taken back by the amount and felt it was reasonable to question the basis for the fee.

On or around April 10, 2023, I contacted Ms. Smith via phone to get clarification on the sanitary sewer fee. Ms. Smith confirmed that the "current facility" highlighted in the invoice was detailed as Martin Ice Arena and Morey Courts Recreation Center. I questioned why both facilities were being used as "comparable" for this particular fee. Morey Gymnastics Center is an addition to the Morey Courts Recreation Center facility. Ms. Smith stated that the current township ordinance does not detail a recreational facility, so she used her judgement for what she deemed a "similar use" comparable. I asked for clarification of what defined "similar use." Ms. Smith stated that it's a recreational facility, so it's considered similar.

I respectfully disagreed with Ms. Smith on the premise that the "current facility" has multiple restroom facilities, two concession areas, multiple locker rooms with showers, and an ice resurfacing machine (Zamboni) that requires several hundreds, perhaps thousands, of gallons of water each day during the prime season to maintain the ice. Based on the "current facility" size, use, and population served, I just didn't feel it was a fair comparable. I suggested that perhaps the Mt. Pleasant Discovery Museum would be a more reasonable comparable due to its size, number of patrons served on a monthly basis and similar number of fixtures (restrooms and sinks). I explained to Ms. Smith that the gymnastics center is program/class-based facility, serving small groups (much like a fitness class) throughout the afternoons and evening on a weekly basis. Unlike the "current facility" the gymnastics facility is not a tournament-based venue, attracting large crowds or a high number of users. Ms. Smith dismissed my belief immediately in regards to the Mt. Pleasant Discovery Museum being similar. I asked if the fee could be negotiated or reviewed. Ms. Smith was quick to dismiss that request and stated that the fee is final. Ms. Smith did state that she could reassess the fee based on square footage, but that I would be "really unhappy" with that number.

In my opinion, Ms. Smith was unwilling to review the fee and would not deviate from her original assessment. I asked Ms. Smith to send me a copy of the invoice, including her supporting documents, so that I could review the fee. She emailed me the requested information on April 12, 2023. Please see **Attachment A** with her report.

Upon reviewing Ms. Smith's documentation, we discovered a couple key findings. I discussed my concerns with Mark Stuhldreher over the phone. We were instructed to pay the fee, in full, or the building permit would not be issued. We did not want the project held up any longer, so we agreed to pay the fee. Mr. Stuhldreher did make a concession, and agreed to put the fee in escrow until resolved.

I met with Mr. Stuhldreher on April 25, 2023 to discuss these findings and express my concerns. Larry Noch, the Treasurer for The Morey Foundation, was present at the meeting as well. We provided Mr. Stuhldreher with a written analysis of our conclusions and spoke about each item at great length.

We covered the following topics and concerns:

Ms. Smith's assessment is based on usage at Martin Ice Arena and Morey Courts Recreation Center. Her determination is based on a two-year average. However, Ms. Smith cites usage from the previous nine quarters. Additionally, her assessment only detailed fixtures from Morey Courts Recreation Center in the sum of 48. Upon conducting a site visit, we determined that her fixture count was inaccurate. The proper count is 133. Ms. Smith also miscalculated the fixtures in our new addition. We have 18 fixtures, she only cited 17. Albeit minimal, it was still inaccurate.

Again, we discussed what is considered "similar use" under the language of the ordinance. The Morey Gymnastics Center is an addition to Morey Courts Recreation Center. Perhaps it is reasonable to believe that citing Morey Courts as a comparable would provide a more accurate representation of water usage. There are currently three water meters at the Isabella Community Sportsplex. Two of those meters are located at Martin Ice Arena. After conducting a 5-year historical review (2018 – 2023), Martin Ice Arena has used nearly seven times the amount of water that Morey Courts Recreation Center has. Please see **Attachment B** for the comparison. It's clear that the water use between these two facilities is vastly different. This is largely due to the use of water to make and repair the ice surface. As well as the frequent demand of filling the water reservoirs on the Zamboni numerous times a day. Lastly, the main programming at Martin Ice Arena is Ice Hockey. Therefore, it is plausible that the showers are being used more frequently in this facility. Martin Ice Arena also detailed an exceedingly high water usage in the eighth quarter of the report. We believe this to be an extreme outlier and greatly impacts the fee assessed. The impact on the fee of using that outlier in the formula is nearly \$10,000. Perhaps it would be reasonable to use data from the ninth quarter in its place, remove the eighth quarter outlier, thus providing a more "normal" benchmark. Please see **Attachment C** for the breakdown.

This reading garnered the attention of our Facility Director. It is my understanding that Ms. Smith implied that we must have had a leak to generate that amount of usage. A professional plumber was hired at that time to evaluate the system. A leak was proved to be unfounded. Please see **Attachment D** detailing the report. Oddly enough, the programming at Martin Ice Arena has not changed since 2021. To my knowledge, there has not been any plumbing repairs, yet the water usage has stabilized. The only variable is the addition of a new Zamboni that was graciously donated in 2022 that is more efficient than the previous models. Morey Courts Recreation Center, on the other hand, has remained relatively consistent.

Initially, I thought our meeting went very well with Mr. Stuhldreher. He announced his appreciation for The Morey Foundation and Mr. Morey. He praised the many projects that we have been involved in throughout the community. He assured us that it was in his best interest, and the interest of Union Township, to work with us. We simply asked for a fair appraisal and did not request any special treatment. We did empathize that this project is a gift to the community and supported 100% by donated funds. Mr. Stuhldreher appeared to demonstrate understanding of our findings and informed us that he gets paid to make judgment on these types of situations. That closing statement left us with the impression that our points were valid and seemingly agreeable. Unfortunately, Mr. Stuhldreher's response did not reflect that. Please see **Attachment E** detailing his response.

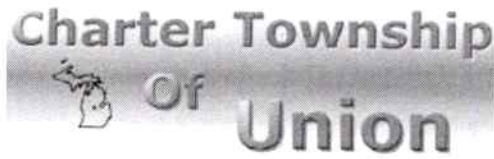
In closing, it is the opinion of The Morey Foundation that we have been assessed an egregious sewer hook-up fee. We realize that this project is unique and is not clearly outlined in Township Ordinance Chart 110.007. We've been told by your leadership that a judgement call needs to be made because this project is outside of the typical ordinance. Mr. Stuhldreher noted in his report that he made a judgement call based on the uniqueness of this project. The only real concession made by Mr. Stuhldreher was the acknowledgment of Ms. Smith's error in counting the facility fixtures. That alone, resulted in a reduction of \$30,891.30. If The Morey Foundation would not have invested the time and resources to research this fee and how it was calculated, we would have been erroneously overcharged significantly. It is our belief that our fee should be calculated solely on the historical use of Morey Courts Recreation Center. While we still believe that the programming at Morey Courts Recreation Center and amount of patrons coming and going far exceeds the projected traffic at the gymnastics center, we understand that the Township needs to have some level of a comparable. It is our opinion that the fee should be \$6,580.11. Please reference **Attachment F** for the summary.

It is our hope that you will consider all the information that we have provided when making your decision. Ultimately, we want only what is best for the community and fair. I and Lon Morey will be present at the meeting to answer or clarify any information that has been presented in this packet.

Thank you in advance for your time and consideration.

Erik Spindler
Executive Administrator
The Morey Foundation
989-506-7470

ATTACHMENT A



2010 S. LINCOLN ROAD
MT. PLEASANT, MI 48858
989-772-4600 ext. 224

Estimate
Water & Sewer
Connection Cost

14-013-30-003-00
5165 E Remus Road
Mt. Pleasant MI 48858
CRC Sportsplex Gymnastics Addition

April 5, 2023

Residential Equivalents

Mezzanine – 2 fixtures

First Floor – 15 fixtures

13.513 REU

Current facility 48 fixtures – 11,923.61 gallons per fixture/quarter (based on average two-year water usage of 572,333 gallons per quarter for existing facility)

Water

Water Installation Inspections (relocation of fire hydrant 9 hours @ \$117.00 per hour) \$ 1,053.00

Above price includes the use of existing water meter. Price does not include the installation/relocation of on-site water main, appurtenances, fire hydrant, and building lead. Above price does not include any tap fees if tap is required additional fees apply. Backflow prevention is not included in above price and must be provided according to State of Michigan Cross Connection Rules Manual and State of Michigan Plumbing Code.

Sewer

Sanitary Sewer Connection Fee (\$3,700.00 per REU)

\$49,998.10

At least 48-hours advance notice required for inspections and testing. Working/Inspection hours include Monday – Friday 8:00 a.m. – 4:00 p.m. All water and sewer must be installed in accordance to Township Specifications and Ordinances, State and Federal Requirements, Ten-State Standards, approved plans, and general best practices for the region. Township Specifications can be found on our website at www.uniontownshipmi.com

Above prices are prices are subject to change depending on date of permitting.

History Detail Report

Thursday, March 16, 2023

2" meter
5165 E Remus

1/1

Location ID: REME-005165-0000-01
 Account #: 02177
 Service Address: 5165 E REMUS ROAD
 Customer Name: EVENTS ARENA ISABELLA COUNT

Posted	Created	Action	Item - or - User	Amount	Balance
		Read	Usage	Other Info	
03/09/23	03/09/23 11:42	Meter Read	Water2		\$0.00
		22409000	83000	Auto	
03/08/23	03/09/23 9:16	Meter Read	Water		\$0.00
		87000000	100000	Auto	
12/07/22	12/07/22 9:34	Meter Read	Water2		\$0.00
		22326000	78000	Auto	
12/06/22	12/06/22 15:24	Meter Read	Water		\$0.00
		86000000	90000	Auto	
09/09/22	09/09/22 16:01	Meter Read	Water2		\$0.00
		22248000	35000	Auto	
09/09/22	09/09/22 14:40	Meter Read	Water		\$0.00
		85100000	30000	Auto	
06/08/22	06/08/22 16:14	Meter Read	Water2		\$0.00
		22213000	36000	Auto	
06/08/22	06/08/22 13:20	Meter Read	Water		\$0.00
		84800000	40000	Auto	
03/14/22	03/14/22 13:46	Meter Read	Water2		\$0.00
		22177000	96000	Auto	
03/14/22	03/14/22 11:27	Meter Read	Water		\$0.00
		84400000	120000	Auto	
12/14/21	12/14/21 10:30	Meter Read	Water2		\$0.00
		22081000	82000	Auto	
12/06/21	12/09/21 9:40	Meter Read	Water		\$0.00
		83200000	80000	Auto	
09/15/21	09/15/21 10:35	Meter Read	Water2		\$0.00
		21999000	35000	Auto	
09/14/21	09/14/21 15:18	Meter Read	Water		\$0.00
		82400000	40000	Auto	
06/18/21	06/18/21 9:38	Meter Read	Water2		\$0.00
		21964000	2814000	Auto	
06/10/21	06/14/21 11:10	Meter Read	Water		\$0.00
		82000000	40000	Auto	
03/09/21	03/09/21 16:23	Meter Read	Water2		\$0.00
		19150000	470000	Auto	
03/08/21	03/09/21 14:20	Meter Read	Water		\$0.00
		81600000	40000	Auto	

Total Usage: 4,309,000.00

4,309,000
842,000

5,151,000 gallons - 9 QTRs

572,333 Average per QTR / 48 Fixtures = 11,923.61 gallons per fixture / QTR

11,923.61 gallons per fixture per QTR Based on two year history

Gymnasium Center = 17 new Fixtures

11,923.61 x 17 = 202,701.38 Additional usage per QTR

202,701.38 / 15,000 gallons = **13.513 REU's**

1-REU = 15,000 gallons

History Detail Report

Thursday, March 16, 2023

2" Meter
5175 E Remus Rd

1/1

Location ID: REBE-005175-0000-01
Account #: 04181
Service Address: 5175 E REMUS ROAD
Customer Name: RECREATION CENTER (CRC) CUL

Posted	Created	Action	Item - or - User	Amount	Balance
		Read	Usage	Other Info	
03/08/23	03/09/23 9:16	Meter Read	Water		\$0.00
		8101000	138000	Auto	
12/06/22	12/06/22 15:24	Meter Read	Water		\$0.00
		7963000	75000	Auto	
09/09/22	09/09/22 14:40	Meter Read	Water		\$0.00
		7888000	51000	Auto	
06/08/22	06/08/22 13:20	Meter Read	Water		\$0.00
		7837000	91000	Auto	
03/14/22	03/14/22 11:27	Meter Read	Water		\$0.00
		7746000	154000	Auto	
12/06/21	12/09/21 9:40	Meter Read	Water		\$0.00
		7592000	81000	Auto	
09/14/21	09/14/21 15:18	Meter Read	Water		\$3.45
		7511000	70000	Auto	
06/10/21	06/14/21 11:10	Meter Read	Water		\$0.00
		7441000	114000	Auto	
03/08/21	03/09/21 14:20	Meter Read	Water		\$0.00
		7327000	68000	Auto	

Total Usage: 842,000.00

2" Meter - on new Line } Taps to be
 6" fire Suppression } installed by contractor

Isabella County Events Arena - 02177 5165 E. Remus Rd.

Current facility

358,000	} Last years Readings	2006-2007 - 15 REU'S	4 Locker Rooms	8 stools	8 Sinks
303,000		2007-2008 - 15 REU'S	1 Womens Restroom	6 stools	4 Sinks
126,000			1 Mens Restroom	6 stools	4 sinks
151,000			1 Janitor Closet		1 sink
			# Fixtures	20 stools	17 Sinks

37 Fixtures

15 REU'S average / 37 fixtures

15 REU'S average / 37 fixtures

New Facility 151,000 Square feet

04181

Kitchen / Food Court 28 tables / 4 each .0775 per seat
 OFFICE 11x3, 18'8" x 21'9 1/2", 28 * 10'4" x 33'1", 11'2 1/2" x 14' 1/2", 13'5" x 14' 1/2", 13' 1/2" x 14' 1/2"

Locker Rooms Womens 5 stools 3 Sinks ✓
 mens 3 stools 3 Sinks ✓

Stools + Sinks

OFFICE 1.02

17

Bathrooms Womens 8 stools 3 Sinks ✓
 mens 4 stools 3 Sinks ✓

26.7 REU'S

2 Janitors Closets 2 sink (service sinks - SS) ✓

Office Bathroom 1 stool 1 Sink ✓

2nd floor

Bathrooms Womens 4 stools 2 Sinks ✓
 mens 4 stools 2 Sinks ✓

1 office 11x1/2 x 17'4"

2040' = 1.02 REU'S office

Fixtures 29 stools 19 sinks = 48 Fixtures
 additional 11 fixtures

ATTACHMENT B

UNION TOWNSHIP - FACILITY COMPARISON

QTR	Billing Period	5165		5175	
		Martin Ice Arena		Morey Courts Recreation Center	
1	3/9/2023	83,000	<i>Sub Total</i>		
	3/8/2023	100,000	183,000		138000
2	12/7/2022	78,000			
	12/6/2022	90,000	168,000		75000
3	9/9/2022	35,000			
	9/9/2022	30,000	65,000		51000
4	6/8/2022	36,000			
	6/8/2022	40,000	76,000		91000
5	3/14/2022	96,000			
	3/14/2022	120,000	216,000		154000
6	12/14/2021	82,000			
	12/6/2021	80,000	162,000		81000
7	9/15/2021	35,000			
	9/14/2021	40,000	75,000		70000
8	6/18/2021	2,814,000			
	6/10/2021	40,000	2,854,000		114000
9	3/9/2021	470,000			
	3/8/2021	40,000	510,000		68000
10	12/16/2020	480,000			
	12/10/2020	40,000	520,000		49000
11	9/15/2020	120,000			
	9/11/2020	10,000	130,000		22000
12	6/15/2020	60,000			
	6/11/2020	-	60,000		25000
13	3/11/2020	990,000			
	3/10/2020	110,000	1,100,000		123000
14	12/16/2019	990,000			
	12/10/2019	100,000	1,090,000		87000
15	9/13/2019	370,000			
	9/11/2019	30,000	400,000		71000
16	6/13/2019	640,000			
	6/11/2019	50,000	690,000		112000
17	3/7/2019	970,000			
	3/1/2019	100,000	1,070,000		112000
18	12/11/2018	880,000			
	12/6/2018	90,000	970,000		102000
19	9/25/2018	510,000			
	9/13/2018	30,000	540,000		69000
20	6/25/2018	60,000			
	6/25/2018	1,460,000	1,520,000		141000
		GALLONS USED	12,399,000		1,755,000

5165 E REMUS ROAD MT. PLEASANT, MI 48858 (Property Address)

Parcel Number: 14-013-30-003-00 Account Number: 02177



Item 1 of 13 12 Images / 1 Sketch

UB Customer Name: EVENTS ARENA ISABELLA COUNTY

Summary Information


- > Commercial/Industrial Building Summary
 - Yr Built: 2006
 - # of Buildings: 2
 - Total Sq.Ft.: 122,441
- > Assessed Value: \$0 | Taxable Value: \$0
- > 8 Building Department records found
- > Property Tax information found
- > Utility Billing information found

History

Posted	Action	Other Info	Read Type	Read	Usage	Amount	Balance
3/9/2023	Meter Read	Water2	Auto Read	22409000.00	83000.00	\$0.00	\$0.00
3/8/2023	Meter Read	Water	Auto Read	8700000.00	100000.00	\$0.00	\$0.00
2/1/2023	Payment Posted	R23-108529		0.00	0.00	(\$1,309.74)	\$0.00
12/30/2022	Bill Calculated	10/01/22-12/31/22		0.00	0.00	\$1,309.74	\$1,309.74
12/7/2022	Meter Read	Water2	Auto Read	22326000.00	78000.00	\$0.00	\$0.00
12/6/2022	Meter Read	Water	Auto Read	8600000.00	90000.00	\$0.00	\$0.00
11/4/2022	Payment Posted	R22-106667		0.00	0.00	(\$4,460.88)	\$0.00
9/30/2022	Bill Calculated	07/01/22-09/30/22		0.00	0.00	\$4,460.88	\$4,460.88
9/9/2022	Meter Read	Water2	Auto Read	22248000.00	35000.00	\$0.00	\$0.00
9/9/2022	Meter Read	Water	Auto Read	8510000.00	30000.00	\$0.00	\$0.00
8/4/2022	Payment Posted	R22-104452		0.00	0.00	(\$4,460.88)	\$0.00
6/30/2022	Bill Calculated	04/01/22-06/30/22		0.00	0.00	\$4,460.88	\$4,460.88
6/8/2022	Meter Read	Water2	Auto Read	22213000.00	36000.00	\$0.00	\$0.00
6/8/2022	Meter Read	Water	Auto Read	8480000.00	40000.00	\$0.00	\$0.00
5/5/2022	Payment Posted	R22-102478		0.00	0.00	(\$4,460.88)	\$0.00
3/31/2022	Bill Calculated	01/01/22-03/31/22		0.00	0.00	\$4,460.88	\$4,460.88
3/14/2022	Meter Read	Water2	Auto Read	22177000.00	96000.00	\$0.00	\$0.00
3/14/2022	Meter Read	Water	Auto Read	8440000.00	120000.00	\$0.00	\$0.00
2/4/2022	Payment Posted	R22-100340		0.00	0.00	(\$4,244.31)	\$0.00
12/30/2021	Bill Calculated	10/01/21-12/31/21		0.00	0.00	\$4,244.31	\$4,244.31
12/14/2021	Meter Read	Water2	Auto Read	22081000.00	82000.00	\$0.00	\$0.00
12/6/2021	Meter Read	Water	Auto Read	8320000.00	80000.00	\$0.00	\$0.00
11/4/2021	Payment Posted	R21-098246		0.00	0.00	(\$2,828.87)	\$0.00
9/30/2021	Bill Calculated	07/01/21-09/30/21		0.00	0.00	\$2,828.87	\$2,828.87
9/15/2021	Meter Read	Water2	Auto Read	21999000.00	35000.00	\$0.00	\$0.00
9/14/2021	Meter Read	Water	Auto Read	8240000.00	40000.00	\$0.00	\$0.00
8/5/2021	Payment Posted	R21-095983		0.00	0.00	(\$7,820.67)	\$0.00
7/1/2021	Bill Calculated	04/01/21-06/30/21		0.00	0.00	\$7,820.67	\$7,820.67
6/18/2021	Meter Read	Water2	Auto Read	21964000.00	2814000.00	\$0.00	\$0.00
6/10/2021	Meter Read	Water	Auto Read	8200000.00	40000.00	\$0.00	\$0.00
5/7/2021	Payment Posted	R21-093915		0.00	0.00	(\$3,253.20)	\$0.00
5/6/2021	Penalty			0.00	0.00	\$424.33	\$3,253.20
3/31/2021	Bill Calculated	01/01/21-03/31/21		0.00	0.00	\$2,828.87	\$2,828.87
3/9/2021	Meter Read	Water2	Auto Read	19150000.00	470000.00	\$0.00	\$0.00
3/8/2021	Meter Read	Water	Auto Read	8160000.00	40000.00	\$0.00	\$0.00
				0.00	0.00	(\$2,699.30)	\$0.00
				0.00	0.00	\$2,699.30	\$2,699.30

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12/16/2020	Meter Read	Water2	Auto Read	18680000.00	480000.00	\$0.00	\$0.00
12/10/2020	Meter Read	Water	Auto Read	8120000.00	40000.00	\$0.00	\$0.00
11/5/2020	Payment Posted	R20-089799		0.00	0.00	(\$3,375.65)	\$0.00
9/30/2020	Bill Calculated	07/01/20-09/30/20		0.00	0.00	\$3,375.30	\$3,375.65
9/15/2020	Meter Read	Water2	Auto Read	18200000.00	120000.00	\$0.00	\$0.35
9/11/2020	Meter Read	Water	Auto Read	8080000.00	10000.00	\$0.00	\$0.35
8/6/2020	Penalty			0.00	0.00	\$0.05	\$0.35
8/5/2020	Payment Posted	R20-087777		0.00	0.00	(\$3,375.00)	\$0.30
7/1/2020	Bill Calculated	04/01/20-06/30/20		0.00	0.00	\$3,375.30	\$3,375.30
6/15/2020	Meter Read	Water2	Auto Read	18080000.00	60000.00	\$0.00	\$0.00
6/11/2020	Meter Read	Water	Auto Read	8070000.00	0.00	\$0.00	\$0.00
4/29/2020	Payment Posted	R20-085402		0.00	0.00	(\$4,047.30)	\$0.00
3/30/2020	Bill Calculated	01/01/20-03/31/20		0.00	0.00	\$4,047.30	\$4,047.30
3/11/2020	Meter Read	Water2	Auto Read	18020000.00	990000.00	\$0.00	\$0.00
3/10/2020	Meter Read	Water	Auto Read	8070000.00	110000.00	\$0.00	\$0.00
2/3/2020	Payment Posted	R20-083540		0.00	0.00	(\$4,026.30)	\$0.00
12/27/2019	Bill Calculated	10/01/19-12/31/19		0.00	0.00	\$4,026.30	\$4,026.30
12/16/2019	Meter Read	Water2	Auto Read	17030000.00	990000.00	\$0.00	\$0.00
12/10/2019	Meter Read	Water	Auto Read	7960000.00	100000.00	\$0.00	\$0.00
11/5/2019	Payment Posted	R19-081726		0.00	0.00	(\$2,855.30)	\$0.00
9/27/2019	Bill Calculated	07/01/19-09/30/19		0.00	0.00	\$2,855.30	\$2,855.30
9/13/2019	Meter Read	Water2	Manual Read	16040000.00	370000.00	\$0.00	\$0.00
9/11/2019	Meter Read	Water	Auto Read	7860000.00	30000.00	\$0.00	\$0.00
8/5/2019	Payment Posted	R19-079603		0.00	0.00	(\$2,981.30)	\$0.00
7/1/2019	Bill Calculated	04/01/19-06/30/19		0.00	0.00	\$2,981.30	\$2,981.30
6/13/2019	Meter Read	Water2	Manual Read	15670000.00	640000.00	\$0.00	\$0.00
6/11/2019	Meter Read	Water	Auto Read	7830000.00	50000.00	\$0.00	\$0.00
5/1/2019	Payment Posted	R19-077055		0.00	0.00	(\$3,779.30)	\$0.00
3/20/2019	Bill Calculated	01/01/19-03/31/19		0.00	0.00	\$3,779.30	\$3,779.30
3/7/2019	Meter Read	Water2	Manual Read	15030000.00	970000.00	\$0.00	\$0.00
3/1/2019	Meter Read	Water	Auto Read	7780000.00	100000.00	\$0.00	\$0.00
2/4/2019	Payment Posted	R19-074929		0.00	0.00	(\$3,569.30)	\$0.00
12/31/2018	Bill Calculated	10/01/18-12/31/18		0.00	0.00	\$3,569.30	\$3,569.30
12/11/2018	Meter Read	Water2	Auto Read	14060000.00	880000.00	\$0.00	\$0.00
12/6/2018	Meter Read	Water	Auto Read	7680000.00	90000.00	\$0.00	\$0.00
11/5/2018	Payment Posted	R18-073093		0.00	0.00	(\$2,030.80)	\$0.00
9/28/2018	Bill Calculated	07/01/18-09/30/18		0.00	0.00	\$2,030.80	\$2,030.80
9/25/2018	Meter Read	Water2	Auto Read	13180000.00	510000.00	\$0.00	\$0.00
9/13/2018	Meter Read	Water	Auto Read	7590000.00	30000.00	\$0.00	\$0.00
8/2/2018	Payment Posted	R18-070864		0.00	0.00	(\$4,088.80)	\$0.00
6/29/2018	Bill Calculated	04/01/18-06/30/18		0.00	0.00	\$4,088.80	\$4,088.80
6/25/2018	Meter Read	Water	Actual	7560000.00	60000.00	\$0.00	\$0.00
6/25/2018	Meter Read	Water2	Actual	12670000.00	1460000.00	\$0.00	\$0.00
5/1/2018	Payment Posted	R18-068701		0.00	0.00	(\$1,631.80)	\$0.00
4/2/2018	Bill Calculated	01/01/18-03/31/18		0.00	0.00	\$1,631.80	\$1,631.80
3/16/2018	Meter Read	Water2	Auto Read	11210000.00	230000.00	\$0.00	\$0.00
3/13/2018	Meter Read	Water	Auto Read	7500000.00	120000.00	\$0.00	\$0.00
1/22/2018	Payment Posted	R18-066049		0.00	0.00	(\$1,243.49)	\$0.00

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5175 E REMUS ROAD MT PLEASANT, MI 48858 (Property Address)

Account Number: 04181

UB Customer Name: RECREATION CENTER (CRC) CULTUR

Summary Information

> Utility Billing information found

History

Posted	Action	Other Info	Read Type	Read	Usage	Amount	Balance
3/8/2023	Meter Read	Water	Auto Read	8101000.00	138000.00	\$0.00	\$0.00
2/1/2023	Payment Posted	R23-108589		0.00	0.00	(\$2,960.04)	\$0.00
12/30/2022	Bill Calculated	10/01/22-12/31/22		0.00	0.00	\$2,960.04	\$2,960.04
12/6/2022	Meter Read	Water	Auto Read	7963000.00	75000.00	\$0.00	\$0.00
11/4/2022	Payment Posted	R22-106670		0.00	0.00	(\$2,902.82)	\$0.00
9/30/2022	Bill Calculated	07/01/22-09/30/22		0.00	0.00	\$2,902.82	\$2,902.82
9/9/2022	Meter Read	Water	Auto Read	7888000.00	51000.00	\$0.00	\$0.00
7/11/2022	Payment Posted	R22-103209		0.00	0.00	(\$2,939.62)	\$0.00
6/30/2022	Bill Calculated	04/01/22-06/30/22		0.00	0.00	\$2,939.62	\$2,939.62
6/8/2022	Meter Read	Water	Auto Read	7837000.00	91000.00	\$0.00	\$0.00
4/11/2022	Payment Posted	R22-101057		0.00	0.00	(\$3,084.52)	\$0.00
3/31/2022	Bill Calculated	01/01/22-03/31/22		0.00	0.00	\$3,084.52	\$3,084.52
3/14/2022	Meter Read	Water	Auto Read	7746000.00	154000.00	\$0.00	\$0.00
1/18/2022	Payment Posted	R22-099151		0.00	0.00	(\$2,775.27)	\$0.00
12/30/2021	Bill Calculated	10/01/21-12/31/21		0.00	0.00	\$2,775.27	\$2,775.27
12/6/2021	Meter Read	Water	Auto Read	7592000.00	81000.00	\$0.00	\$0.00
10/25/2021	Payment Posted	R21-097334		0.00	0.00	(\$2,733.08)	\$0.00
9/30/2021	Bill Calculated	07/01/21-09/30/21		0.00	0.00	\$2,729.63	\$2,733.08
9/14/2021	Meter Read	Water	Auto Read	7511000.00	70000.00	\$0.00	\$3.45
8/18/2021	Past Due Notice Sent	SHUT OFF NOTICE SENT		0.00	0.00	\$0.00	\$3.45
8/6/2021	Penalty			0.00	0.00	\$0.45	\$3.45
7/29/2021	Payment Posted	R21-095382		0.00	0.00	(\$2,823.43)	\$3.00
7/1/2021	Bill Calculated	04/01/21-06/30/21		0.00	0.00	\$2,826.43	\$2,826.43
6/10/2021	Meter Read	Water	Auto Read	7441000.00	114000.00	\$0.00	\$0.00
4/28/2021	Payment Posted	R21-093327		0.00	0.00	(\$2,725.23)	\$0.00
3/31/2021	Bill Calculated	01/01/21-03/31/21		0.00	0.00	\$2,725.23	\$2,725.23
3/8/2021	Meter Read	Water	Auto Read	7327000.00	68000.00	\$0.00	\$0.00
1/7/2021	Payment Posted	R21-090200		0.00	0.00	(\$2,576.74)	\$0.00
12/31/2020	Bill Calculated	10/01/20-12/31/20		0.00	0.00	\$2,576.74	\$2,576.74
12/10/2020	Meter Read	Water	Auto Read	7259000.00	49000.00	\$0.00	\$0.00
11/30/2020	Payment Posted	R20-090021		0.00	0.00	(\$3,082.85)	\$0.00
11/18/2020	Past Due Notice Sent	SHUTOFF NOTICE SENT		0.00	0.00	\$0.00	\$3,082.85
11/6/2020	Penalty			0.00	0.00	\$402.11	\$3,082.85
9/30/2020	Bill Calculated	07/01/20-09/30/20		0.00	0.00	\$2,680.74	\$2,680.74
9/11/2020	Meter Read	Water	Auto Read	7210000.00	22000.00	\$0.00	\$0.00
8/5/2020	Payment Posted	R20-087837		0.00	0.00	(\$2,680.74)	\$0.00
7/1/2020	Bill Calculated	04/01/20-06/30/20		0.00	0.00	\$2,680.74	\$2,680.74
6/11/2020	Meter Read	Water	Auto Read	7188000.00	25000.00	\$0.00	\$0.00
4/27/2020	Payment Posted	R20-085151		0.00	0.00	(\$2,750.04)	\$0.00
			Auto Read	7163000.00	123000.00	\$0.00	\$2,750.04


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2/4/2020	Payment Posted	R20-083673		0.00	0.00	(\$2,680.74)	\$0.00
12/27/2019	Bill Calculated	10/01/19-12/31/19		0.00	0.00	\$2,680.74	\$2,680.74
12/10/2019	Meter Read	Water	Auto Read	7040000.00	87000.00	\$0.00	\$0.00
11/5/2019	Payment Posted	R19-081728		0.00	0.00	(\$2,732.74)	\$0.00
9/27/2019	Bill Calculated	07/01/19-09/30/19		0.00	0.00	\$2,732.74	\$2,732.74
9/11/2019	Meter Read	Water	Auto Read	6953000.00	71000.00	\$0.00	\$0.00
8/5/2019	Payment Posted	R19-079517		0.00	0.00	(\$2,747.44)	\$0.00
7/1/2019	Bill Calculated	04/01/19-06/30/19		0.00	0.00	\$2,747.44	\$2,747.44
6/11/2019	Meter Read	Water	Auto Read	6882000.00	112000.00	\$0.00	\$0.00
6/3/2019	Payment Posted	R19-077621		0.00	0.00	(\$3,159.56)	\$0.00
5/20/2019	Shutoff Notice Sent	Shutoff=\$3,159.56		0.00	0.00	\$0.00	\$3,159.56
5/6/2019	Penalty			0.00	0.00	\$412.12	\$3,159.56
3/20/2019	Bill Calculated	01/01/19-03/31/19		0.00	0.00	\$2,747.44	\$2,747.44
3/1/2019	Meter Read	Water	Auto Read	6770000.00	112000.00	\$0.00	\$0.00
2/5/2019	Payment Posted	R19-075235		0.00	0.00	(\$2,732.74)	\$0.00
12/31/2018	Bill Calculated	10/01/18-12/31/18		0.00	0.00	\$2,732.74	\$2,732.74
12/14/2018	Meter Read	Water	Re-read	6658000.00	102000.00	\$0.00	\$0.00
12/4/2018	Payment Posted	R18-073394		0.00	0.00	(\$3,142.65)	\$0.00
11/15/2018	Past Due Notice Sent	Past Due=\$3,142.65		0.00	0.00	\$0.00	\$3,142.65
11/6/2018	Penalty			0.00	0.00	\$409.91	\$3,142.65
9/28/2018	Bill Calculated	07/01/18-09/30/18		0.00	0.00	\$2,732.74	\$2,732.74
9/13/2018	Meter Read	Water	Auto Read	6556000.00	69000.00	\$0.00	\$0.00
9/5/2018	Payment Posted	R18-071327		0.00	0.00	(\$3,229.59)	\$0.00
8/15/2018	Past Due Notice Sent	Past Due=\$3,229.59		0.00	0.00	\$0.00	\$3,229.59
8/6/2018	Penalty			0.00	0.00	\$421.25	\$3,229.59
6/29/2018	Bill Calculated	04/01/18-06/30/18		0.00	0.00	\$2,808.34	\$2,808.34
6/28/2018	Meter Read	Water	Actual	6487000.00	141000.00	\$0.00	\$0.00
5/4/2018	Payment Posted	R18-068905		0.00	0.00	(\$2,837.74)	\$0.00
4/2/2018	Bill Calculated	01/01/18-03/31/18		0.00	0.00	\$2,837.74	\$2,837.74
3/13/2018	Meter Read	Water	Auto Read	6346000.00	155000.00	\$0.00	\$0.00
2/2/2018	Payment Posted	R18-066689		0.00	0.00	(\$2,749.54)	\$0.00

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ATTACHMENT C

UNION TOWNSHIP -MARK STUHLBREHER ASSESSMENT COMP.

QTR	BILLING PERIOD	MARK STUHLBREHER	MOREY COURTS RECREATION CENTER
1	3/9/2023		
	3/8/2023	321,000	321,000
2	12/7/2022		
	12/6/2022	243,000	243,000
3	9/9/2022		
	9/9/2022	116,000	116,000
4	6/8/2022		
	6/8/2022	167,000	167,000
5	3/14/2022		
	3/14/2022	370,000	370,000
6	12/14/2021		
	12/6/2021	243,000	243,000
7	9/15/2021		
	9/14/2021	145,000	145,000
8	6/18/2021		
	6/10/2021	2,968,000	-
9	3/9/2021		
	3/8/2021	578,000	578,000
TOTAL			
GRAND TOTAL		5,151,000	2,183,000
AVG/QTR		572,333.33	272,875
NUMBER OF FIXTURES		133	133
ASSUMED USAGE P/F		4,303.26	2051.69
Fixtures X18 New Facility		77,458.65	36,930.45
REU (15,000)		5.164	2.46
FEE (\$3,700/REU)		\$ 19,106.47	\$ 9,109.51

*Outlier removed

ATTACHMENT D

ZINSER PLUMBING & HEATING INC.

5755 E. PERE MARQUETTE RD.
CLARE, MI 48617-9150

PH. (989) 386-0077

TO Mt. Pleasant Ice Arena
5165 Remus Rd. E
Mt. Pleasant, MI 48858

TERMS:

JOB INVOICE

5507

386-0077

PHONE 989-386-0077	DATE OF ORDER 9/3/2009
ORDER TAKEN BY Chris Z	CUSTOMER'S ORDER NUMBER
<input checked="" type="checkbox"/> DAY WORK	<input type="checkbox"/> CONTRACT
<input type="checkbox"/> EXTRA	
JOB NAME/NUMBER Look for water leak	
JOB LOCATION	
JOB PHONE	STARTING DATE

QTY.	MATERIAL	PRICE	AMOUNT	DESCRIPTION OF WORK
>				Checked all piping after being told there was possibly a leak in system. Checked everything & couldn't find anything. Meter wasn't turning either. I don't think there a leak. Meter would spin & I checked & traced all pipes
				OTHER CHARGES
				I've looked over 2 different trips out to ice arena
				TOTAL OTHER
				LABOR
>				Chris Zinser 3 80 240.00
				TOTAL LABOR 240
				TOTAL MATERIALS
				TOTAL OTHER
				TAX
				TOTAL 240.00

DATE COMPLETED _____ TOTAL MATERIALS _____

Work ordered by Ken

Signature _____

I hereby acknowledge the satisfactory completion of the above described work.

Thank You

ATTACHMENT E

Charter Township of Union



Erik Spindler
Executive Administrator
The Morey Foundation
7350 E. River Rd. | Mt. Pleasant | MI | 48858

May 1, 2023

Erik

Dear Mr. ~~Spindler~~,

Thank you for your time over the last couple of weeks and reviewing with me the original sewer hook-up permit fee amount. The additional information you provided at our meeting on April 25, 2023, was very helpful.

As to the issue you raised regarding the usage for two quarters that you feel skew the calculation, in my meeting with you and a follow up conversation with Ms. Kim Smith, Department Director, I have not found, nor have I heard anything that would substantiate a claim that this water was not used or that there was a faulty reading or meter. As such, I'm making no adjustments based on this issue.

You also questioned whether the facilities we used as a comparable are appropriate. As we discussed, neither a museum nor a gymnastics facility is referenced in Ordinance 110.007, which references the chart that is to be used in setting the hook-up charge. In these cases, a judgement has to be made regarding determining the "... residential equivalent which shall be based on a similar use with water usage". It is my judgement that the best facility to use as a comparable are the Martin Ice Arena and the Morey Courts Recreation Center.

Finally, following my review of your information regarding fixtures, I agree that the number of fixtures used as the basis for the calculation should be 133 fixtures. This is undoubtedly the most current information. When originally determining the number of fixtures, Union Township used the plans that were available during the construction phase of the two comparable properties as we do not have "as built plans" at our disposal.

As you will see in the attached, the sewer hook-up fee has been adjusted to \$19,106.80 based on the discussion above. Following your receipt and review, please call me should you have any questions. As stated previously, should you desire to appeal this matter to the Board of Trustees, I can help facilitate that activity.

Again, thank you for your time and I apologize for the confusion surrounding this issue.

Sincerely,

Mark Stuhldreher

Mark Stuhldreher
Township Manager



**2010 S. LINCOLN ROAD
MT. PLEASANT, MI 48858
989-772-4600 ext. 224**

**Estimate
Water & Sewer
Connection Cost**

14-013-30-003-00
5165 E Remus Road
Mt. Pleasant MI 48858
CRC Sportsplex Gymnastics Addition

April 28, 2023

Residential Equivalents

Toilets/urinals - 10
sinks – 8

5.164 REU

Current facility 133 fixtures (per updated count provided by owner) – 4,303.256 gallons per fixture/quarter (based on average two-year water usage of 572,333 gallons per quarter for existing facility)

Water

Water Installation Inspections (relocation of fire hydrant 9 hours @ \$117.00 per hour) \$ 1,053.00

Above price includes the use of existing water meter. Price does not include the installation/relocation of on-site water main, appurtenances, fire hydrant, and building lead. Above price does not include any tap fees if tap is required additional fees apply. Backflow prevention is not included in above price and must be provided according to State of Michigan Cross Connection Rules Manual and State of Michigan Plumbing Code.

Sewer

Sanitary Sewer Connection Fee (\$3,700.00 per REU) \$19,106.80

At least 48-hours advance notice required for inspections and testing. Working/Inspection hours include Monday – Friday 8:00 a.m. – 4:00 p.m. All water and sewer must be installed in accordance to Township Specifications and Ordinances, State and Federal Requirements, Ten-State Standards, approved plans, and general best practices for the region. Township Specifications can be found on our website at www.uniontownshipmi.com

Above prices are prices are subject to change depending on date of permitting.

ATTACHMENT F

UNION TOWNSHIP - TMF ASSESSMENT

5175

	BILLING PERIOD	Morey Courts Recreation Center
1	3/9/2023 3/8/2023	138,000
2	12/7/2022 12/6/2022	75,000
3	9/9/2022 9/9/2022	59,500
4	6/8/2022 6/8/2022	91,000
5	3/14/2022 3/14/2022	154,000
6	12/14/2021 12/6/2021	81,000
7	9/15/2021 9/14/2021	70,000
8	6/18/2021 6/10/2021	114,000
	TOTAL	782,500
	AVG/QTR	97,812.50
	NUMBER OF FIXTURES (Morey Courts)	66
	ASSUMED USAGE P/F	1,482.01
	(18 Fixutres - NEW FACILITY)	26,676.14
	REU (15,000)	1.78
	FEE (\$3,700/REU)	\$ 6,580.11

The long rectangular artwork is planned to be displayed on the Fitness Court wall that will face north towards Pickard Road. The smaller square and rectangular artwork elements will be displayed on the wall facing south towards the Fitness Court equipment.

A copy of the National Fitness Campaign’s Local Artist Guidelines is included in the agenda packet and shows the locations of these artwork elements and examples of the customized Fitness Wall.

SCOPE OF SERVICES

Selection by the Board of Trustees of the preferred Local Artist submittal to decorate the new McDonald Park outdoor fitness court.

JUSTIFICATION

Installation of a new Fitness Court in McDonald Park is consistent with the adopted Township Parks and Recreation Master Plan. The new Fitness Court is planned to be located near the east entrance to McDonald Park. Enhancement of the Fitness Court wall with the selected artwork is intended to help establish a unique visual experience for park visitors both as they come into the park and as they enjoy the fitness equipment.

GOALS ADDRESSED

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

- 1. Community well-being and common good**
- 2. Prosperity through economic diversity, cultural diversity, and social diversity**
- 4. Health**

Construction of the proposed outdoor fitness court in McDonald Park will help residents and visitors to engage in a vibrant community life (1.1) and to take pride in our community (1.1.1.3). Availability of the fitness court as a recreational resource can help to facilitate an active and healthy lifestyle (1.4) and to further enhance the quality of life in this community that is attractive to a diverse population (1.2.1).

COSTS

Payment for the cost for the customized fitness wall design by a local artist was made to the National Fitness Campaign prior to shipment of the fitness court equipment in late 2022. The \$5,000.00 award will be paid directly from the National Fitness Campaign to the local artist.

TIMETABLE

Following action by the Board of Trustees, the Township Administration will work with Art Reach of Mid Michigan and the National Fitness Campaign’s project manager to notify the selected artist and to arrange for completion of the final artwork submittal, preparation of the heavy duty vinyl wrap for installation on the Fitness Court, and coordination of an award ceremony as part of the opening of the completed facility.

RESOLUTION

To select the ["Croft Artwork"] ["Edwards Artwork"] as the preferred Local Artist submittal to enhance the new McDonald Park outdoor fitness court.

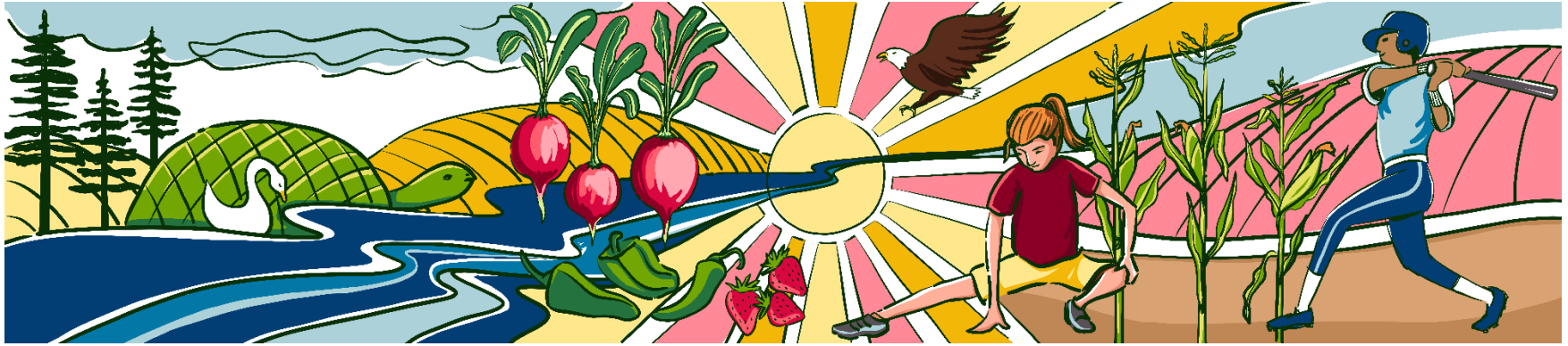
Resolved by _____ Seconded by _____

Yes:

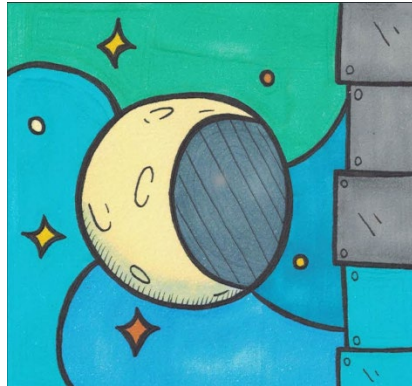
No:

Absent:

CROFT ARTWORK



EDWARDS ARTWORK





★ EST. 1979 ★
NATIONAL FITNESS CAMPAIGN
 FITNESS COURT

LOCAL ARTIST SERIES GUIDELINES
 NATIONAL FITNESS CAMPAIGN



NFC LOCAL ARTIST SERIES GUIDELINES

GUIDELINES

- Selected artwork must match/incorporate city selected Fitness Court® powder coated RAL color.
- Final art submission must be in a digital format, high resolution. Final art to be created after artist selection confirmed.
- Artist must be 14+ years old and provide a W-9.
- NFC reserves the right to approve or reject any artist/design or make suggestions on final art.
- If applicable, NFC's national/state-wide sponsors reserve the right to review final artwork submissions. Logo may be represented on back all alongside of artwork.
- Artwork must follow NFC brand standards which include but are not limited to:
 - *Can not reference playgrounds or young children (for safety purposes)*
 - *Can not condone violence or disturb the peace*
 - *Does not serve as an advertisement for any brand or business*
 - *Can not reference any fitness equipment that is not a part of the Fitness Court (weights, treadmills, etc.)*
- Selected artist will collaborate with NFC to fit artwork within Fitness Court® design templates and standards.
- Artist Grant Award will be mailed once Fitness Court® artwork is fully installed.
- NFC reserves the right to share press & promotions of artwork and promote Fitness Court® renderings or final install images on NFC's website, social media channels, marketing collateral, and as an example to other campaign partners. NFC reserves the right to print and/or reprint artist artwork onto Fitness Court® vinyl for application at selected and predetermined Fitness Court® site location. NFC will not reuse artist designs for any other Fitness Court® site location without the artist's permission.
- Artist may be invited to launch event/ribbon cutting by city/partner to promote art. Artist must coordinate with city on launch date if required to attend.

SELECTED ARTIST TO PROVIDE

- High resolution digital files of artwork for back and front wall
- Vector or high-resolution version of artist's signature to be featured on back wall in bottom left corner.
- Name/title of artwork to be featured on side panel wall
- 3-5 sentence artist bio to be featured on side panel wall
- High-resolution portrait of artist (200+ dpi, 9.5" x 9.5") to be featured on side panel wall
- Completed W-9 for grant allocation
- Address for grant check to be sent
- Social Media handles and/or personal website for promotion to be featured on NFC's website: <https://nationalfitnesscampaign.com/public-art>

Artwork Sizes (see template on next page)

- Back wall: 384"w x 85.75"h (32' x ~7')
- Front wall windows:
 - Window 1 (far left): 34.5"w x 32.5"h (2'10.5"w x 2'8.5"h)
 - Window 2: 33.5"w x 32.5"h (2'9.5"w x 2'8.5"h)
 - Window 3: 48.75"w x 32.5"h (4'0.75"w x 2'8.5"h)
 - Window 4 (far right): 77.75"w x 32.5"h (6'5.75"w x 2'8.5"h)

Accepted File Types

- Adobe Illustrator (ai)
- Adobe PDF (pdf)
- Illustrator EPS (eps)
- Scalable Vector Graphic (svg)
- PSD, JPG or other rasterized graphics, needs to be the exact dimensions above at at least 200 dpi, preferably 300

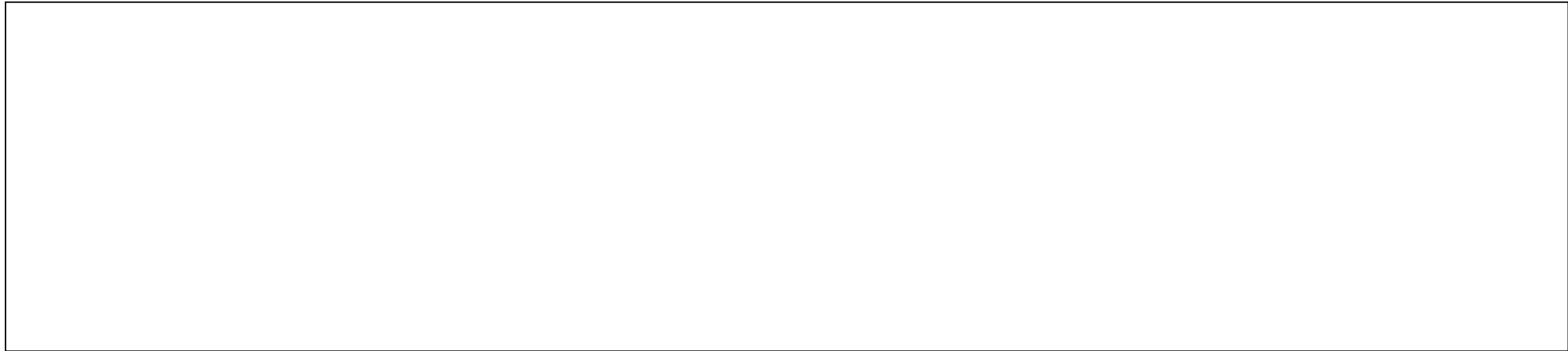
*Illustrator template available upon request.



LOCAL ARTIST FITNESS COURT® TEMPLATE

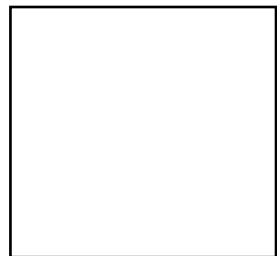
appropriate/best file types: Adobe Illustrator (ai), Adobe PDF (pdf), Illustrator EPS (eps), or Scalable Vector Graphic (svg)
if psd, jpg or other rasterized graphics, needs to be the exact dimensions above at at least 200 dpi, preferably 300

Rear Wall 384"w x 85.75"h

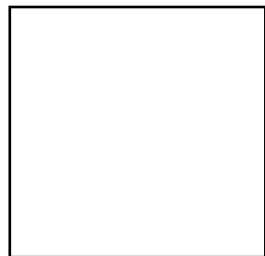


Front Wall

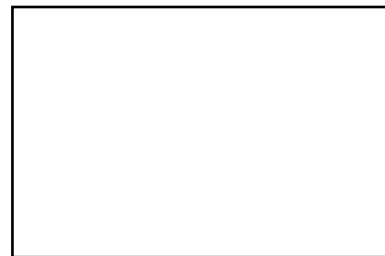
Window 1
34.5"w x 32.5"h



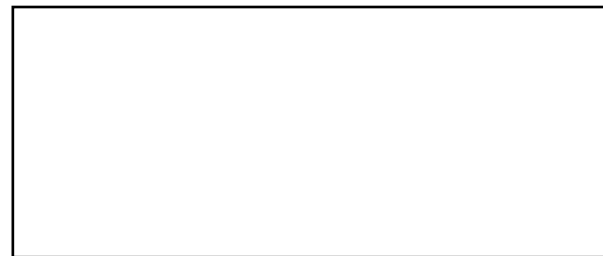
Window 2
33.5"w x 32.5"h



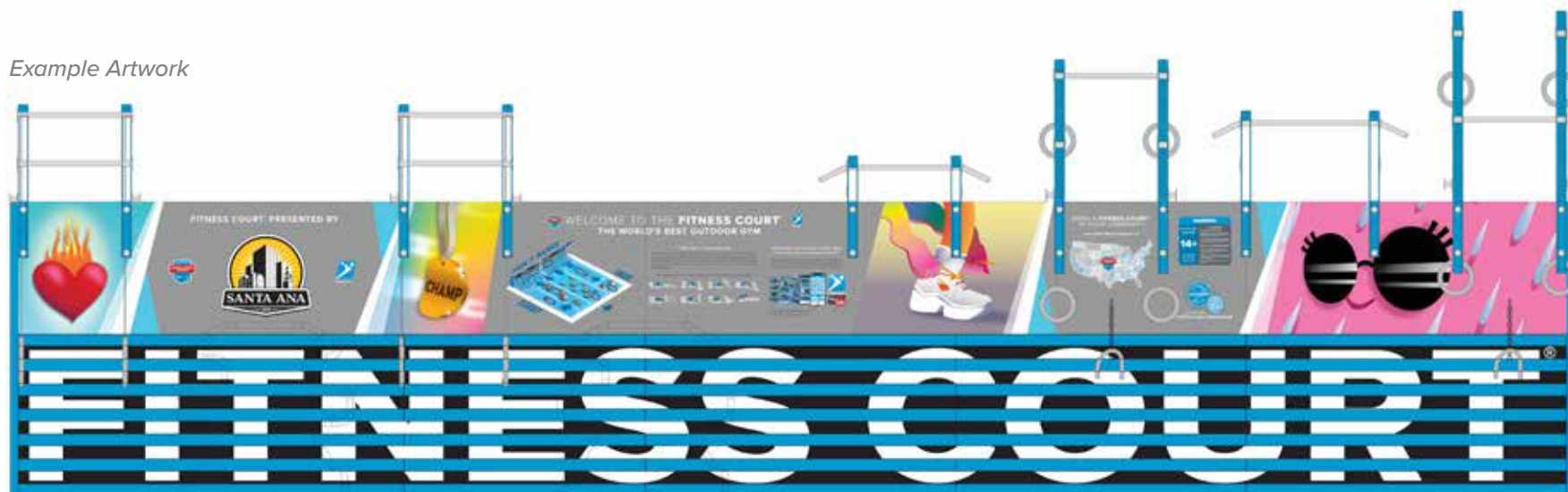
Window 3
48.75"w x 32.5"h



Window 4
77.75"w x 32.5"h



Example Artwork



Example Artwork



Example Artwork



*Designs of front and rear may be the same, if not they must match overall theme of design.

SIDE WALL PANEL - ARTIST PROFILE

Both side wall panels will have a space where the artist will be highlighted. It includes a portrait of the artist, the artist's signature, the name of the artwork and a short bio of the artist.



Close up of installed side wall panel



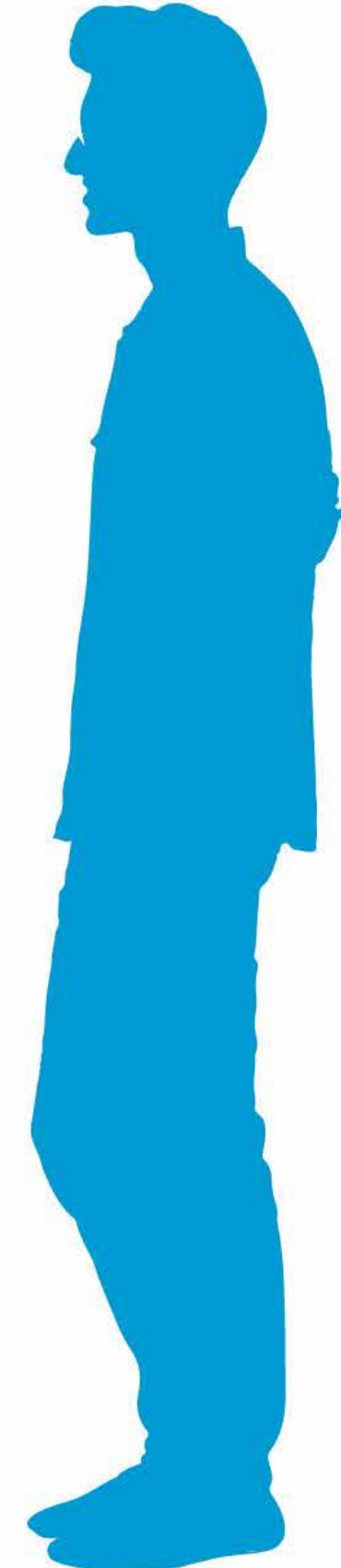
Artist at ribbon cutting receiving Artist Grant Award



Installed side wall panel



Side wall panel - print preview



Charter Township of Union



To: Township Board of Trustees
From: Mark Stuhldreher, Township Manager
Subject: Policy Governance Review
Date: May 16, 2023

Policy Review: 2.3 Compensation and Benefits
Type of Review: Internal
Review Interval: Annual
Review Month: May 2023

Policy Wording

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

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

- 2.3.1 Change his or her own compensation and benefits, except as his or her benefits are consistent with a package for all other employees.
- 2.3.2 Promise or imply permanent or guaranteed employment to individuals.
- 2.3.3 Establish current compensation and benefits which deviate materially from the geographic or professional market for the skills employed.
- 2.3.4 Create obligations over a longer term than revenues can be safely projected, in no event longer than one year and in all events subject to losses in revenue.
- 2.3.5 Establish or change defined contribution plans so as to cause unpredictable or inequitable situations, including those that:
 - A. Provide less than some basic level of benefits to all full time employees, though differential benefits to encourage longevity are not prohibited.
 - B. Treat the Township Management Team differently from other key employees.
- 2.3.5.1. Exception: Township Manager contract benefits.

Manager Interpretation

Township Manager interprets this policy to indicate that the Township Board of Trustees wants to ensure that the Township Manager does not change his or her compensation package except when the change is consistent with all other full time employees; promise or imply guaranteed employment to any individual; have employee benefits and compensation packages that deviates materially from

geographic or professional market levels; create long term obligations that cannot be paid for from revenue; establish or change retirement benefits that would cause unpredictable or inequitable situations.

Justification of Reasonability of Interpretation

The Township Manager's interpretation utilizes the sub units of the policy that are clearly written and approved by the Board of Trustees.

Data

- Manager's compensation package is a result of Board approval. The Manager's employment contract was last approved by the Board in October 2022 with an effective date of January 1, 2023.
- No promise of guaranteed employment has been made or implied by the Manager.
- Members of Collective Bargaining unit's compensation package is a result of negotiated agreements that are effective January 1, 2023, thru December 31, 2025. These received Board of Trustee approval. The compensation and benefit items that were negotiated are competitive with the surrounding market.
- Per the Collective Bargaining Agreement, premium expenses for health insurance benefit plans are shared between the employer and employee. The current percentage ratio is 90/10 in 2023 which increased to 88/12 by the end of the Agreement period.
- MERS 457 plan offers additional retirement options for employees at no cost to the Township
- All positions that came open during 2022 were filled via a competitive process using an interview team composed of members of the organization from across various departments.

Compliance

The Township Manager is in compliance with the policy as stated.

Policy Governance Executive Limitations Evaluation Form

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

Policy being monitored: 2.3-Compensation and Benefits

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

Comments regarding further policy development:

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

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

Signature and date of Board member _____

REQUEST FOR TOWNSHIP BOARD ACTION

To: Board of Trustees **DATE:** May 16, 2023
FROM: Mark Stuhldreher, Township Manager **DATE FOR BOARD CONSIDERATION:** 05/24/2023
ACTION REQUESTED: Board of Trustees annual review of Board Governance Policy No. 3.10 – Cost of Governance

Current Action Emergency

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

Finance Approval N/A _____

BACKGROUND INFORMATION

The Board Governance Policy was originally adopted in 2010 with subsequent amendments in the intervening years with the most recent amendment in 2023. 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 3.10 (Cost of Governance), are to be reviewed and monitored for Board compliance on an annual basis. Following the policy is an evaluation section that can be used for the review/discussion of Policy No. 3.10.

Board Policy 3.10 – Cost of Governance

At its’ highest-level the Policy states: “Because poor governance cost more than learning to govern well, the board will invest in its governance capacity”. Due to the length, the entire policy is attached.

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

Policy: 3.10 Cost of Governance
Type: Direct Inspection
Occurrence: Annual
Date: May 2023

Policy:

Because poor governance costs more than learning to govern well, the board will invest in its governance capacity.

Accordingly:

3.10.1 Board skills, methods, and supports will be sufficient to assure governing with excellence.

3.10.1.1 Training and retraining will be used liberally to orient new members and candidates for membership, as well as to maintain and increase existing member skills and understandings.

3.10.1.2 Outside monitoring assistance will be arranged so that the board can exercise confident control over organizational performance. This includes, but is not limited to, fiscal audit.

3.10.1.3 Outreach mechanisms will be used as needed to ensure the board's ability to listen to owner viewpoints and values. For Township provided electronic devices, see appendix G.

3.10.2 Costs will be prudently incurred, though not at the expense of endangering the development and maintenance of superior capability.

3.10.2.1 Each year, the Board in the month of September will develop its budget for attendance at conferences and workshops, for third-party monitoring and organizational assessments, and ownership linkage activities including surveys, focus groups and other input mechanisms.

3.10.2.2 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**. Meeting sheets 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. At the conclusion of each calendar month, meeting sheets will be sent to the Township Accountant for submission in the next regular board meeting packet for board approval within the consent agenda. Following approval by the Board of Trustees, the meetings will be paid at the next payroll run.

3.10.3 **Purpose:** The intent of this policy is to provide taxpayers with a fair Township Board meeting attendance pay policy. The intent is to also provide a policy that encourages board members to participate in, learn and share in the many township related and intergovernmental meetings as well as educational sessions or classes. These opportunities should be identified by the township board as a benefit to the township.

1. In addition to township boards and committees, the board shall decide what meetings are

important to have a representative attend and appoint a board member to attend in person or virtually those meetings.

- In the event, the original assigned member is unable to attend, they should attempt to fill the position by asking another board member to attend the meeting.
- Board/committee assignments may be changed from time to time by a majority vote of the Board of Trustees
- Board members not assigned to represent the Board at a meeting may attend the meeting without compensation.

2. The Board may appoint a member or members to form a temporary committee for a specific task, such as a negotiating team or a task force. Examples of this include negotiating a lawsuit or a contract with another entity, or a task force such as the County Recycling Task Force. These committees are considered temporary, and all members assigned may be compensated.

3. All board members shall be paid to attend Council of Governance. MTA Ad Hoc Meetings, the Annual MTA Conference, the Annual Road Commission Meeting, and the two Road Commission Ad Hoc meetings.

4. The township Supervisor, Clerk, and Treasurer shall not receive any meeting pay for attending meetings not identified in sections 10 or 11 that are during regular township business hours of Monday through Friday 8:30 am to 4:30 pm.

5. Education and professional development of its Board members is important to the Township. All board members shall be allowed meeting pay for up to eight educational sessions/classes/conferences per calendar year. Additional educational sessions and or class attendance may be paid with board approval.

6. Travel expenses shall only be paid for meetings approved for meeting pay under this policy. Meetings attended by the supervisor, clerk or treasurer during township business hours shall be eligible for travel expenses.

7. A board member wishing to attend a meeting that does not qualify under this meeting pay policy, may ask the board for permission to be paid for attending said meeting and shall be paid for attendance after a majority of the board approves the request. Board members who have the opportunity to attend a meeting between Board Meetings, may receive compensation after the fact if approved by a majority of the board present at the Board Meeting.

8. The Board by majority vote may decline to pay some specific meeting attendance requests submitted by any board member if the Board believes the request to be in violation of this policy.

9. Any meeting of the Board is not eligible for additional compensation. This includes all regularly scheduled Board Meetings, special or emergency called Board Meetings and Board Work Sessions.

10. The following is a list of meetings the Board shall assign representatives to attend:

- Union Township Planning Commission

- Union Township Economic Development Authority
- Union Township Sustainability Committee
- Union Township Intergovernmental Liaison Team
- Election Commission
- Board of Review (By statute, Supervisor is Secretary)

11. The following is a list of meetings the Board may assign a representative to attend:

- Road Commission regular monthly meetings
- Sidewalks and Pathways Prioritization Committee
- Temporary Committees (See Section 2)
- Isabella County Commission regular meetings
- City of Mt. Pleasant Board of Commissioners
- Middle Michigan Development Corporation
- Saginaw Chippewa Indian Tribe of Michigan (Tribal meetings are not open to the public. This assignment will primarily act in a Liaison capacity)
- Others to be added from time to time per approval of the Board.

Use this evaluation form for discussion at the Board of Trustees Meeting on May 24, 2023.

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

1. Indicate item by item if you believe the Board is in strict compliance with the policy as stated
2. If you indicated that the Board is not in strict compliance with the policy as stated, please indicate what you notice that gives evidence that the Board is not in compliance.
3. How do you think the Board could improve the process to be in full compliance?
4. What does the Board need to learn or discuss in order to live by its' policies more completely?