



BOARD OF TRUSTEES
Regular Meeting
May 22, 2024
7:00 p.m.

1. CALL MEETING TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. APPROVAL OF AGENDA
5. PRESENTATIONS
6. PUBLIC HEARINGS
7. PUBLIC COMMENT: Restricted to three minutes regarding items on this agenda
Note: This is an opportunity for comments only, questions to the Board will not be answered at this time. For specific answers to questions, please call Township Hall (989-772-4600)
8. CLOSED SESSION
9. REPORTS/BOARD COMMENTS
 - A. Current List of Boards and Commissions – Appointments as needed
 - B. May Monthly Activity Report – under separate cover
 - C. Planning Commission, EDA, and ZBA updates by Community and Economic Development Director
 - D. Board Member Reports
10. CONSENT AGENDA
 - A. Communications
 - B. Minutes – May 8, 2024 – Regular Meeting
 - C. Accounts Payable
 - D. Payroll
 - E. Meeting Pay
 - F. Fire Reports

11. NEW BUSINESS

- A. Discussion/Action: (Stuhldreher) Consideration of a request to dissolve the Mid-Michigan Aquatic Recreation Authority (MMARA)
- B. Discussion/Action: (Stuhldreher) Policy Governance 2.3 Compensation & Benefits
- C. Discussion/Action: (Board of Trustees) 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

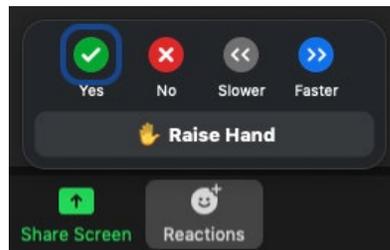
Hybrid Meeting Instructions for the Charter Township of Union Board of Trustees Meeting

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	Jessica	Lapp	2/15/2026
6	Stan	Shingles	2/15/2027
7	Paul	Gross	2/15/2025
8	Nivia	McDonald	2/15/2026
9	Thomas	Olver	2/15/2027
Zoning Board of Appeals Members (5 Members, 2 Alternates) 3 year term			
#	F Name	L Name	Expiration Date
1-Chair	Liz	Presnell	12/31/2025
2 -Vice Chair	Richard	Barz	12/31/2025
3- PC Rep	Ryan	Buckley	2/15/2025
4 -	Lori	Rogers	12/31/2026
5 -	Eric	Loose	12/31/2024
Alt. #1	David	Coyne	12/31/2024
Alt #2	Brian	Clark	12/31/2026
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	Joseph	Schafer	12/31/2025
2	Andy	Theisen	12/31/2025
3	William	Gallaher	12/31/2025
Hannah's Bark Park Advisory Board (2 Members from Township) 2 year term			
1	Mark	Stuhldreher	12/31/2024
2	John	Dinse	12/31/2025
Chippewa River District Library Board 4 year term			
1	Ruth	Helwig	12/31/2027
2	Lynn	Laskowsky	12/31/2025



Board Expiration Dates

EDA Board Members (9 Members) 4 year term			
#	F Name	L Name	Expiration Date
1-Chair	Thomas	Kequom	4/14/2027
2-VC/BOT Rep	Bryan	Mielke	11/20/2024
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	6/22/2027
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
Mt. Pleasant Airport Joint Operations and Mgmt Board (1 seat from Township) 3 year term			
#	F Name	L Name	Expiration Date
1 - Union Township	Rodney	Nanney	12/31/2026
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	12/31/2025
1-Union Township	Stan	Shingles	12/31/2026
2-Union Township	Allison	Chiodini	12/31/2025
1-Mt. Pleasant Schools	Lisa	Diaz	12/31/2024
1-Member at Large	Mark	Stansberry	2/14/2025
2- Member at Large	Michael	Huenemann	2/14/2025

2024 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 8, 2024, at 7:00 p.m. at the Union Township Hall.

Meeting was called to order at 7:01 p.m.

Smith moved **Brown** supported to appoint Treasurer Rice as temporary clerk. **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

Approval of Agenda

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

Presentation

Public Hearing

- a. Fox Meadows Estates and Fox Meadows Estates II Subdivision Special Assessment District

Open: 7:03 p.m.

Kurt Feight, 3213 Brittney Dr., thanked the township board for their support and spoke on the history and road conditions of the Fox Meadows Estates I & II Subdivision.

Richard Barz, 1110 Meadow Dr., requested that the township reconsider the idea of providing funding assistance for subdivision roads.

Closed: 7:17 p.m.

Public Comment

Open: 7:17 p.m.

No comments were offered.

Closed: 7:18 p.m.

Reports/Board Comments

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

B. Board Member Reports

Mielke – Informed the public of the Election Inspector Training Friday May 10th

Smith – gave an update on the May 7th Isabella County Board of Commissioners meeting.

Consent Agenda

- A. Communications
- B. Minutes – April 24, 2024 – Regular Meeting
- C. Accounts Payable
- D. Payroll
- E. Meeting Pay
- F. Fire Reports

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

New Business

A. **Discussion/Action: (Smith) Fox Meadows Estate and Fox Meadows Estate II Paving Special Assessment Resolution #3 Approval**

Brown moved **Bills** supported to adopt the Fox Meadows Estates and Fox Meadows Estates II Subdivisions Special Assessment District Resolution #3 for the establishment of a Paving Special Assessment District. **Roll Call Vote: Ayes: Mielke, Rice, Bills, Brown, Smith, and Thering. Nays: 0. Motion carried.**

EXTENDED PUBLIC COMMENT: RESTRICTED TO 5 MINUTES REGARDING ANY ISSUE

Open: 7:40 p.m.

No comments were offered.

Closed: 7:40 p.m.

MANAGER COMMENTS

- Thanked Director Nanney for standing in as acting Manager while he was on vacation.
- Asked the board if they had any objection to him writing a letter in support of the House Bill 5516 and Senate Bill 760 to increase statutory revenue sharing and provide funding for all of Michigan’s townships.
- Announced a change in the reporting structure. The Assessor will now report to the Township Manager.

FINAL BOARD MEMBER COMMENTS

Bills – Get out and check out Deerfield Park.

Rice – Happy Mother’s Day Weekend.

Thering – Thanked the manager on the explanation of the Road Ordinance

Mielke – Reminded the Board and public that he is going to be on vacation and may not be at the next board meeting.

ADJOURNMENT

Smith moved **Brown** supported to adjourn the meeting at 7:46 p.m. **Vote: Ayes: 6. 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						
05/13/2024	101	695 (E)	01186	COYNE PROPANE LLC	4520 E RIVER RD YEARLY TANK LEASE BROADWAY TOWER TANK LEASE	330.00 240.00 <hr/> 570.00
05/15/2024	101	696 (E)	00527	PITNEY BOWES GLOBAL FINANCIAL LLC	POSTAGE METER LEASE 2ND Q 2024	454.38
05/15/2024	101	697 (E)	00845	PITNEY BOWES, INC	EZ SEAL BOTTLES SUPPLIES	82.99
05/15/2024	101	698 (E)	00146	CONSUMERS ENERGY	48858 LED LIGHT RD 2010 S LINCOLN L4 LIGHT STREET LIGHTS 2055 ENTERPRISE DR MAIN 1876 S LINCOLN RD	460.63 84.59 2,098.00 210.07 17.81 <hr/> 2,871.10
05/21/2024	101	25456	01358	21ST CENTURY MEDIA-MICHIGAN	NOTICE FOR PROPOSED PRIVATE ROAD ORDINAN PUBLIC NOTICE NOXIOUS WEED ORDINANCE NOTICE FOR FOX MEADOWS S/A PAVING SUMMARY OF BOARD OF TRUSTEES MEETING-APR NOTICE FOR FOX MEADOWS S/A PAVING NOTICE FOR FIRE HYDRANT&WATER MAIN FLUSH SUMMARY OF BOARD OF TRUSTEE MEETING-MAR	421.53 109.58 825.23 137.10 825.23 192.15 146.28 <hr/> 2,657.10
05/21/2024	101	25457	01476	A LOT A CLEAN	WINDOW CLEANING@WATER PLANT-INSIDE&OUT	70.00
05/21/2024	101	25458	01703	AMAZON CAPITAL SERVICES	TRASH CAN & COMPRESSED GAS DUSTER SMART SIGN AED SIERRA WIRELESS AIRLINK RAVEN RV50 INDUS CAT 6 ETHERNET CABLE SURFACE PRO PENS/INK CARTRIDGES/PAPER	56.16 23.93 709.00 57.64 310.79 <hr/> 1,157.52
05/21/2024	101	25459	00084	B S & A SOFTWARE	BSA SUPPORT 5/1/24-5/1/25	8,027.01
05/21/2024	101	25460	01278	BERENDS, HENDRICKS, STUIT INSURANCE	BOND REQ BY RURAL DEVELOPMENT	615.00
05/21/2024	101	25461	00072	BLOCK ELECTRIC	INSTALL NEW WIRING@RIVER RD TRANSFER STN	2,922.65
05/21/2024	101	25462	00095	C & C ENTERPRISES, INC.	JANITORIAL SUPPLIES FOR TWP HALL	244.50
05/21/2024	101	25463	01886	CERTIFIED LABORATORIES	ELECTRA COAT AEROSOL FOR WWTP	226.95
05/21/2024	101	25464	01955	JAMES CHIPPEWA	REFUND-PULLED PERMIT@WRONG JURISDICTION	85.00
05/21/2024	101	25465	00129	CMS INTERNET, LLC	MANAGED IT, EMAIL&PHONE SERVICE-JUN 2024 MANAGED IT, EMAIL&PHONE SERVICE-MAY 2024	11,314.05 6,958.05 <hr/> 18,272.10
05/21/2024	101	25466	00155	COYNE OIL CORPORATION	FUEL IN TOWNSHIP VEHICLES-APR 2024	2,663.17
05/21/2024	101	25467	01242	CULLIGAN WATER	DRINKING WATER FOR PUBLIC SERVICES	59.00
05/21/2024	101	25468	01171	DBI BUSINESS INTERIORS	TONER FOR PUBLIC SERVICES	384.95
05/21/2024	101	25469	01953	DESIREE DEAN	REFUND SEC DEPOSIT-JAMESON HALL	250.00
05/21/2024	101	25470	00188	DOUG'S SMALL ENGINE	ELEMENT AIR FILTERS	54.98
05/21/2024	101	25471	00207	E & S GRAPHICS, INC	UPDATE MCDONALD PARK SIGNS	175.00
05/21/2024	101	25472	00098	ELECTION SOURCE	ELECTION TABULATOR CODING	3,638.00
05/21/2024	101	25473	01353	EVOQUA WATER TECHNOLOGIES LLC	BIOXIDE	13,642.41
05/21/2024	101	25474	00248	GILBOE'S LOCK & SAFE SERVICE	REPLACE INT DOOR HANDLE & LOCK SET-TWP H	550.32
05/21/2024	101	25475	00257	GOURDIE-FRASER, INC.	EGLE DWRP PROJECT-PRELIM DESIGN	008 26,400.00

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
					EGL E DWRP PROJECT-RESEARCH/SURVEY/MAP	23,925.00
					PUMP STN #5 UPGRADES-FINAL DESIGN	4,100.00
					PUMP STN #1 REPLACEMENT-CLOSE OUT SERVIC	510.00
						<u>54,935.00</u>
05/21/2024	101	25476	00261	GRAINGER	LEVER CHAIN HOIST, 5 FT LIFT	814.49
05/21/2024	101	25477	00266	HACH COMPANY	LAB SUPPLIES	460.00
					LAB SUPPLIES	1,081.92
						<u>1,541.92</u>
05/21/2024	101	25478	01956	REHANNA LYNN HESS	REFUND SEC DEPOSIT-JAMESON HALL	250.00
05/21/2024	101	25479	01721	HYDROCORP	CROSS CONNECTION PROGRAM INSP	2,286.00
					CROSS CONNECTION CONTROL PROGRAM INSP	1,354.50
						<u>3,640.50</u>
05/21/2024	101	25480	00337	ISABELLA COUNTY TREASURER	REFUNDS FOR DEC BOR DECISIONS	1,035.01
					REFUND FOR HOMESTEAD	1.80
						<u>1,036.81</u>
05/21/2024	101	25481	00362	KRAPOHL FORD & LINCOLN	2023 FORD F150-OIL CHANGE	100.79
					2017 FORD F150-REPAIR COOLANT LEAK	454.25
					2009 FORD F150-OIL CHANGE	99.83
						<u>654.87</u>
05/21/2024	101	25482	01954	LADD'S	NEW INFIELD GROOMER	6,897.00
05/21/2024	101	25483	01806	MEDLER ELECTRIC	VFD ALTIVAR DRIVE REPAIR	3,738.40
					SQUARE D FAN KIT	224.63
						<u>3,963.03</u>
05/21/2024	101	25484	01698	MICHIGAN DOWNTOWN ASSOCIATION	SUMMER WORKSHOP-COMM ECON DEV DIR	150.00
05/21/2024	101	25485	00747	MOOBERS PRODUCTS, INC.	FLEX CAP DIFFUSERS 3/4 INCH	2,770.69
05/21/2024	101	25486	00462	MT. PLEASANT FENCE, SASH & DOOR	CHAIN LINK FENCE AND LABOR	2,661.60
					CHAIN LINK FENCE REPAIR-JAMESON PARK	4,171.88
						<u>6,833.48</u>
05/21/2024	101	25487	01191	NMCOA	SUBSCRIPTION FOR MADCAD LIBRARY	450.00
05/21/2024	101	25488	00494	NORTH CENTRAL LABORATORIES	MAGNETIC FILTER FUNNELS&BUFFER SOLUTION	978.54
					WASTE WATER TREATMENT SUPPLIES	1,714.88
						<u>2,693.42</u>
05/21/2024	101	25489	00497	NORTHERN INDUSTRIAL SUPPLY	SOLIDS EQUIPMENT-AERATOR #4	2,914.88
05/21/2024	101	25490	01136	OPTO SOLUTIONS, INC	EMU 3 PHASE POWER MONITORING AND CURRENT	2,413.41
05/21/2024	101	25491	01897	ROBERT HALF	TEMP WORKER-ACCT SPECIALIST ROLE	2,075.60
					TEMP WORKER-ACCT SPECIALIST ROLE	2,108.29
					TEMP WORKER-ACCT SPECIALIST ROLE	2,108.29
						<u>6,292.18</u>
05/21/2024	101	25492	01090	SIMPLY ENGRAVING	NAME PLATE FOR TOM OLVER-PLAN COMM	7.75
05/21/2024	101	25493	01542	STERICYCLE, INC.	PAPER SHREDDING 4-18	83.57
05/21/2024	101	25494	01633	SUMMIT FIRE PROTECTION	FIRE EXTINGUISHER INSPECTION-TWP HALL	554.00

05/16/2024 03:29 PM
User: SHERRIE
DB: Union

CHECK REGISTER FOR CHARTER TOWNSHIP OF UNION
CHECK DATE FROM 05/09/2024 - 05/22/2024

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
05/21/2024	101	25495	00732	YEO & YEO, PC	AUDIT SERVICES THROUGH 4-30-24	<u>7,500.00</u>
101 TOTALS:						
Total of 44 Checks:						166,071.13
Less 0 Void Checks:						<u>0.00</u>
Total of 44 Disbursements:						<u>166,071.13</u>

**Charter Township of Union
Payroll**

**CHECK DATE: May 9, 2024
Pay Period End Date: MAY 4, 2024**

NOTE: PAYROLL TRANSFER NEEDED

General Fund	\$ 38,101.33
Fire Fund	202.76
EDDA	
WDDA	
Sewer Fund	32,575.19
Water Fund	34,788.49
Total To Transfer from Pooled Savings	<u><u>\$ 105,667.77</u></u>

NOTE: CHECK TOTAL FOR TRANSFER

BS&A Gross Payroll	\$ 71,095.22
Employer Share Medicare	981.56
Employer Share SS	4,197.14
SUI	9.50
Pension-Employer Portion	6,135.00
Workers' Comp	412.22
Life/LTD	636.03
Dental	1,220.59
Health Care	23,385.60
Vision	353.00
Vision Contribution	(176.49)
Health Care Contribution	(2,581.60)
Flex Administrators	
Cobra/Flex Administration	
PCORI Fee	
Total Transfer to Payroll Checking	<u><u>\$ 105,667.77</u></u>

TOTAL TRANSFER FROM POOLED SAVINGS TO PAYROLL ACCOUNT



Union Township Report

Date: Tuesday, May 7, 2024



Alarm Date between 2024-04-28 and 2024-05-04

District	NFIRS Number	Alarm Date	Incident Type Code	Incident Type	Apparatus Name	Personnel Count	Alarms
Union Township	0000299						
		4/28/2024 2:43:19 AM	311	Medical assist, assist EMS crew	ENG 33	2	1
						Total Responding 2	
Union Township	0000301						
		4/29/2024 9:23:34 AM	444	Power line down	ENG 33	2	1
						Total Responding 2	
Union Township	0000305						
		5/1/2024 1:58:14 PM	611	Dispatched & canceled en route	ENG 33	2	1
						Total Responding 2	

Union Township	0000306						
		5/2/2024 1:10:11 PM	324	Motor vehicle accident with no injuries.	ENG 33	2	1
						Total Responding 2	
Union Township	0000309						
		5/3/2024 1:06:52 AM	131	Passenger vehicle fire	ENG 33	2	3
		5/3/2024 1:06:52 AM	131	Passenger vehicle fire	POV	7	3
						Total Responding 9	
Union Township	0000311						
		5/3/2024 1:12:57 PM	440	Electrical wiring/equipment problem, other	ENG 33	2	1
						Total Responding 2	
Union Township	0000312						

		5/3/2024 1:24:02 PM	322	Motor vehicle accident with injuries	ENG 33		2	1
							Total Responding 2	
	Total Runs 7						Total Responding 21	

Note: Alarms

1=Duty Crew

2=Paged Off Duty Full-time

3=Paged Paid-on-Call Firefighters

4=Paged All



Union Township Report

Date: Tuesday, May 14, 2024



Alarm Date between 2024-05-05 and 2024-05-11

District	NFIRS Number	Alarm Date	Incident Type Code	Incident Type	Apparatus Name	Personnel Count	Alarms
Union Township	0000319						
		5/8/2024 10:33:36 AM	321	EMS call, excluding vehicle accident with injury	ENG 33	2	1
						Total Responding 2	
Union Township	0000320						
		5/9/2024 12:05:11 PM	322	Motor vehicle accident with injuries	ENG 33	3	1
						Total Responding 3	
Union Township	0000321						
		5/9/2024 2:53:11 PM	321	EMS call, excluding vehicle accident with injury	ENG 33	3	1

							Total Responding 3
Union Township	0000329						
		5/10/2024 9:53:20 PM	311	Medical assist, assist EMS crew	ENG 33		2 1
							Total Responding 2
	Total Runs 4						Total Responding 10

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: Board of Trustees	DATE: May 17, 2024
FROM: Mark Stuhldreher, Township Manager	DATE FOR BOARD CONSIDERATION: 05/22/2024
ACTION REQUESTED: Dissolution of the Mid-Michigan Aquatic Recreational Authority (MMARA)	

Current Action Emergency

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

Finance Approval N/A

BACKGROUND INFORMATION

Swim Friends of Mid-Michigan, an advocacy group of aquatic stakeholders and interested citizens, was founded to explore the development of a multi-purpose community oriented competitive aquatic center in Mt. Pleasant, Michigan. In the spring of 2017, the Swim Friends retained the Isaac Sports Group to conduct a Feasibility Study for an aquatic center in the area.

Following receipt of the report, community dialogue continued and culminated with the City, Township and School District adopting resolutions in the summer of 2019 in support of exploring the creation of a recreational authority to advance community dialogue regarding an aquatic center. The exploratory committee concluded its' work with a presentation and report to the respective governing bodies recommending the creation of the Authority to construct, operate and maintain an aquatic center.

In the fall of 2020, the governing bodies created the Authority by approving The Mid-Michigan Aquatic Recreational Authority Articles of Incorporation. Following the appointment of members to the governing board, the Authority held its' first meeting on June 8, 2021.

Since then, The Authority, working with contracted technical consultants, finalized plans to build a facility and established plans to finance ongoing operation and maintenance. The MMARA Board, working with their legal counsel, created ballot language to bring this issue to voters asking if they would, through a millage, finance the construction of the aquatic center. The MMARA then, with the help of many volunteers, conducted an exhaustive education campaign to gain public support for the passage of a millage. On February 27, 2024, the ballot question to build an aquatic center to serve the community was defeated by the voters.

With the defeat of the ballot proposal, and no plans to revisit the feasibility of an aquatic center, the Authority has requested that it be dissolved. Per the Article XVI of Articles of Incorporation, dissolution of the Authority proceeds as follows:

The Authority may be dissolved by the concurring resolution of the governing body of a majority of the participating municipalities of the Authority at the time of such dissolution. Prior to dissolution of the Authority, any outstanding indebtedness of the Authority, including any bonds issued under Section 21 and/or Section 23 of Act 321 shall be paid. Any assets of the Authority remaining after the payment of any such outstanding indebtedness shall be

distributed evenly to the participating municipalities of the Authority at the time of the dissolution. In all instances, the participating municipality in which said real estate is located shall be given the right of first refusal on the purchase of said real estate. In the event of a dissolution following a period of property tax levy by the Authority, any funds obtained via levy, and/or property purchased by such funds, which are subsequently distributed to the participating municipalities pursuant to this Article shall be assigned by the participating municipalities to their general fund.

SCOPE OF SERVICES

Not applicable

JUSTIFICATION

Dissolution of the Authority and the allocation of any remaining Authority assets is needed to formally close out the existence, duties, and responsibilities of the Authority.

PROJECT IMPROVEMENTS

Not Applicable

COSTS

The attached profit and loss report and balance sheet reflects a remaining cash balance of \$4,094.21. This will be distributed evenly between the City, Township and School District, with each receiving \$1,364.73.

PROJECT TIME TABLE

Once all three entities have approved a dissolution resolution, the remaining funds will be distributed, and a copy of the resolutions provided to the Office of the Great Seal of Michigan.

RESOLUTION

To dissolve the Mid-Michigan Aquatic Recreational Authority and that all remaining funds be distributed between Union Township, the City of Mt Pleasant and The Mt Pleasant Public School District.

Resolved by _____ Seconded by _____

Yes:

No:

Absent:

May 9, 2024

Mark Stuhldreher, Jennifer Verleger, Aaron Desentz,

On February 27, 2024 a ballot issue to build an aquatic center to serve our community was defeated. The Charter Township of Union, the City of Mount Pleasant, and the Mount Pleasant Area Public Schools had previously formed a Recreation Authority under Michigan Law (Act 321 of 2000). A Board, appointed by those entities, and given a defined limited time, finalized a design and with contracted engineering and technical consultants, established cost to build a facility and establish plans to finance ongoing operation and maintenance. The MMARA Board, with help from attorneys, created a ballot language to bring this issue to voters asking if they would, through a millage, finance the construction of the aquatic center. The MMARA then, with the help of many volunteers, conducted an exhaustive education campaign to gain public support.

Unfortunately, the bond initiative failed to get approval from the voters, and therefore, we, the MMARA Board, recommend that the Charter Township of Union Board of Trustees, the City of Mount Pleasant City Commissioners, and the Mount Pleasant Area Public Schools Board of Education, dissolve the Mid Michigan Aquatic Recreation Authority by June 30, 2024. With this letter, the MMARA is submitting the financial reports to the sponsoring agencies and will formally close the books to coincide with the dissolution of the Authority. All money not spent by the MMARA will be returned through equal distribution to the three sponsoring agencies. The MMARA also recommends that the respective agencies terminate the service terms for the MMARA Board members, effective the same date (June 30, 2024).

The Mid Michigan Aquatic Recreation Authority Board is proud to have worked on this important civic effort to build an aquatic center for our community. The MMARA Board thanks those who supported the effort, especially those who have given countless volunteer hours and financial support to this cause.

With our thanks,

John Zang, Chairman

Mid Michigan Aquatic Recreation Authority

Mid-Michigan Aquatic Recreation Authority

Profit and Loss

All Dates

	TOTAL
Income	
Services	30,000.00
Uncategorized Income	73,737.85
Total Income	\$103,737.85
GROSS PROFIT	\$103,737.85
Expenses	
Advertising & marketing	44,957.16
Business licences	409.00
General business expenses	
Bank fees & service charges	97.28
Total General business expenses	97.28
Insurance	1,322.00
Legal & accounting services	3,498.42
Consultants	41,139.71
Legal fees	7,576.97
Total Legal & accounting services	52,215.10
Meals	77.44
Travel	627.70
Total Expenses	\$99,705.68
NET OPERATING INCOME	\$4,032.17
Other Income	
Other income	3.75
Interest earned	58.29
Total Other income	62.04
Total Other Income	\$62.04
NET OTHER INCOME	\$62.04
NET INCOME	\$4,094.21

Mid-Michigan Aquatic Recreation Authority

Balance Sheet

All Dates

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Cash	4,094.21
Total Bank Accounts	\$4,094.21
Accounts Receivable	
Accounts Receivable (A/R)	0.00
Total Accounts Receivable	\$0.00
Total Current Assets	\$4,094.21
TOTAL ASSETS	\$4,094.21
LIABILITIES AND EQUITY	
Liabilities	
Total Liabilities	
Equity	
Fund Balance	
Net Income	4,094.21
Total Equity	\$4,094.21
TOTAL LIABILITIES AND EQUITY	\$4,094.21

Charter Township of Union



To: Township Board of Trustees
From: Mark Stuhldreher, Township Manager
Subject: Policy Governance Review
Date: May 16, 2024

Policy Review: 2.3 Compensation and Benefits
Type of Review: Internal
Review Interval: Annual
Review Month: May 2024

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 subunits of the policy that are clearly written and approved by the Board of Trustees.

Data

- The Manager's compensation package is a result of Board approval. The Manager's employment contract was last approved by the Board in November 2023 with an effective date of January 1, 2024.
- No promise of guaranteed employment has been made or implied by the Manager.
- To promote retaining key employees, a Department Directors Employment Agreement was drafted by the Manager and approved by the Board of Trustees. This document will be provided to the Department Directors in the near future for their consideration and hopefully, their signature.
- A compensation study for the Board of Trustee positions and Department Directors is contemplated to be completed in late 2024 or early 2025.
- Members of Collective Bargaining unit's compensation package is a result of negotiated agreements that are effective January 1, 2023, through 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 2024 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 and that were filled during 2023 were done 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, 2024
FROM: Mark Stuhldreher, Township Manager	DATE FOR BOARD CONSIDERATION: 05/22/2024
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 earlier this year. 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 costs 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
- Health and Safety
- 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 2024

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 the 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 for 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 22, 2024.

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?