



**BOARD OF TRUSTEES**  
**Regular Meeting**  
**September 13, 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 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. Board Member Reports
10. CONSENT AGENDA
  - A. Communications
  - B. Minutes – August 23, 2023 – Regular Meeting
  - C. Accounts Payable
  - D. Payroll
  - E. Meeting Pay
  - F. Fire Reports
11. NEW BUSINESS
  - A. Discussion/Action: 2023 Tax Rate Request (Form L-4029) Resolution
  - B. Discussion/Action: AARPA Fund Discussion
  - C. Discussion/Action: First Meeting of Manager Performance Evaluation
12. EXTENDED PUBLIC COMMENT: Restricted to 5 minutes regarding any issue  
*Note: This is an opportunity for comments only, questions to the Board will not be answered at this time. For specific answers to questions, please call Township Hall (989-772-4600)*

13. MANAGER COMMENTS

14. FINAL BOARD MEMBER COMMENT

15. ADJOURNMENT

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

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

[Click here](#) to participate in the Zoom Meeting via computer or smart phone. (Meeting ID Enter “861 1599 5624” Password enter “926394”). Access to the electronic meeting will open at 6:50 p.m. and meeting will begin at 7:00 p.m.

Telephone conference call, dial (312-626-6799). Enter “861 1599 5624” and the “#” sign at the “Meeting ID” prompt, and then enter “926394” at the “Password” prompt. Lastly, re-enter the “#” sign again at the “Participant ID” prompt to join the meeting.

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



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

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

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

## Board Expiration Dates

Planning Commission Board Members (9 Members) 3 year term			
#	F Name	L Name	Expiration Date
1-BOT Representative	James	Thering	11/20/2024
2-Chair	Phil	Squatrito	2/15/2026
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-Chair	Liz	Presnell	12/31/2025
2 -Vice Chair	Richard	Barz	12/31/2025
3- PC Rep	Ryan	Buckley	2/15/2025
4 -	Vacant		12/31/2023
5 -	Eric	Loose	12/31/2024
Alt. #1	David	Coyne	12/31/2024
Alt #2 (BOT Representive)	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-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
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 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 Aso

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

**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 August 23, 2023, at 7:00 p.m. at the Union Township Hall.

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

**Smith** moved **Thering** supported to appoint Trustee Thering as the temporary clerk until Clerk Cody arrives. **Vote: Ayes: 4 Nays: 0. Motion carried.**

**Roll Call**

Present:

Supervisor Mielke, Trustee Bills, Trustee Smith, and Trustee Thering

Excused:

Clerk Cody (arriving late), Treasurer Rice and Trustee Brown

**Approval of Agenda**

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

**Presentation**

**Public Hearing**

**Public Comment**

Open: 7:02 p.m.

No comments were offered

Closed: 7:02 p.m.

**Reports/Board Comments**

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

Thering – gave updates on the August 15<sup>th</sup> Planning Commission meeting.

Bills – gave updates on the August 15<sup>th</sup> Isabella County Board of Commission meeting.

Smith – gave updates on the August 23<sup>rd</sup> Isabella County Jail breaking ceremony.

**Consent Agenda**

- A. Communications
- B. Minutes – August 9, 2023 – 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: 4. Nays: 0. Motion carried.**

\*7:20 p.m. Clerk Cody arrived

**New Business**

**A. Discussion/Action: (Stuhldreher) Approval of a Service Agreement between Central Michigan University and Union Township to conduct a Citizen Survey**

**Smith** moved **Bills** supported to approve the Service Agreement between Central Michigan University and Union Township in order to conduct a Citizen Survey in the amount of \$20,000; authorize the Township Manager to execute the Agreement; amend the Township Manager's budget in the amount of \$4,200. **Vote: Ayes: 5. Nays: 0. Motion carried.**

**B. Discussion/Action: (Smith) Consider Bids for the Trade-in of (2) Two 2006 Ford F150 Trucks and Purchase of (3) Three 2023 4 x 4 ½ Ton Crew Cab Four Door Trucks**

**Bills** moved **Cody** supported to authorize the trade-in of (2) two 2006 Ford F150 trucks in the amount of \$2,800 and the purchase of (3) three 2023 4 x 4 ½ ton crew cab four door trucks in the amount of \$144,309.18 from Krapohl Ford. The net amount of the transaction is \$141,509.18. **Vote: Ayes: 5. Nays: 0. Motion carried.**

**C. Discussion/Action: (Stuhldreher) Adoption of the Isabella County Hazard Mitigation Plan**

**Bills** moved **Smith** supported to adopt a resolution that both supports and allows participation in the Isabella County Hazard Mitigation Plan. **Roll Call Vote: Ayes: Mielke, Cody, Bills, Smith, and Thering. Nays: 0. Motion carried.**

**D. Discussion/Action: (Stuhldreher) Policy Governance 2.9 Collaboration with Other Entities**  
Discussion by the Board

**E. Discussion/Action: (Board of Trustees) Policy Governance 4.2 Accountability of the Township Manager**  
Discussion by the Board

**F. Discussion/Action: (Board of Trustees) First Discussion of the Township Manager Performance Evaluation**

**Smith** moved **Thering** supported to table item 11.F. – First Discussion of the Township Manager Performance Evaluation. **Vote: Ayes: 5. Nays: 0. Motion carried.**

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

Open: 7:16 p.m.

No comments were offered.

Closed: 7:16 p.m.



**MANAGER COMMENTS**

- Reminder that the Fitness Court Ribbon Cutting is September 7<sup>th</sup> at 10 a.m.
- Commented on the Deerfield Rd. to Denison Dr. Connector Pathway
- Addressed the question regarding the ADA ramps installed on the new sidewalk at the corner of Pickard and Lincoln.

**FINAL BOARD MEMBER COMMENTS**

Bills – Noticed that the leaves are starting to change color.

Smith – Commented on people utilizing the new fitness court.

Mielke – Appreciates the images and news coverage of the new fitness court. Commented on the positive feedback he’s received.

**ADJOURNMENT**

**Bills** moved **Smith** supported to adjourn the meeting at 8:23 p.m. **Vote: Ayes: 5 Nays: 0. Motion carried.**

**APPROVED BY:**

\_\_\_\_\_  
**Lisa Cody, Clerk**

\_\_\_\_\_  
**Bryan Mielke, Supervisor**

*(Recorded by Tera Green)*

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 101 POOLED CHECKING						
08/31/2023	101	631 (E)	00146	CONSUMERS ENERGY	5319 E AIRPORT RD 1046 S MISSION ST 1633 S LINCOLN RD 1605 SCULLY RD 800 CRAIG HILL RD 1876 S LINCOLN RD 2188 E PICKARD RD 1776 EPICKARD RD 1876 E PICKARD RD 2180 S LINCOLN RD 2010 S LINCOLN RD 2495 E DEERFIELD RD 2424 W MAY ST 2279 S MERIDIAN RD 2279 S MERIDIAN RD PUMP HOUSE 4511 E RIVER RD 4520 E RIVER RD	45.89 126.99 164.24 42.20 48.26 16.23 87.60 95.14 46.21 31.11 820.26 81.36 540.88 2,579.45 21.08 14,213.73 43.12 <u>19,003.75</u>
08/31/2023	101	632 (E)	00146	VOID Void Reason: Created From Check Run Process		V
08/31/2023	101	633 (E)	01105	MASTERCARD	MASTERCARD CRAWFORD MASTERCARD BEBOW MASTERCARD WALDRON MASTERCARD DEARING MASTERCARD MCBRIDE MASTERCARD ROCKAFELLOW MASTERCARD FUSSMAN MASTERCARD STUHLBREHER MASTERCARD OCKERT MASTERCARD THEISEN MASTERCARD TEALL MASTERCARD COFFELL MASTERCARD SMITH K MASTERCARD PETERS	349.99 339.07 432.19 7.53 291.44 100.98 43.23 85.04 54.95 128.00 345.00 933.97 154.64 50.00 <u>3,316.03</u>
09/01/2023	101	634 (E)	00527	PITNEY BOWES GLOBAL FINANCIAL LLC	POSTAGE METER LEASE-3RD QTR 2023	462.75
09/13/2023	101	24814	00020	JAMES ALWOOD	WELL SITE LEASE-AUG 2023	605.36
09/13/2023	101	24815	00084	B S & A SOFTWARE	BS&A TRAINING-BLDG SERVICES CLERK	150.00
09/13/2023	101	24816	00066	BILL'S CUSTOM FAB, INC.	CUSTOM FABRICATION-SHORING STAND TORQUE INSTALL ADJUSTABLE SHORING STAND/TORQUE PORTABLE SERVICE-CUT&REMOVE BOLTS ON-SIT	1,851.02 690.00 155.00 <u>2,696.02</u>
09/13/2023	101	24817	01881	DIANE BINGHAM	REFUND MCDONALD PAVILION RENTAL FEE	60.00
09/13/2023	101	24818	01240	BRAUN KENDRICK FINKBEINER PLC	MTT-JAMESTOWN APTS-JUL 2023 MTT-SZ MT PLEASANT APTS WEST-JUL 2023 MTT-UNION SQUARE APTS-JUL 2023 MTT-DEERFIELD APTS-JUL 2023 GENERAL LEGAL FEES-JUL 2023	124.50 585.00 607.00 420.00 1,684.00 <u>3,420.50</u>

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
09/13/2023	101	24819	01875	KELSEY BUENTELLO	JAMESON HALL SECURITY DEP REFUND	250.00
09/13/2023	101	24820	00095	C & C ENTERPRISES, INC.	MULTIFOLD TOWELS-ISABELLA WELL SITE PARKS JANITORIAL SUPPLIES/GLOVES/TOWELS/ WWTP-UNIFORMS FOR FUSSMAN CLEAN UP DAY-GLOVES/SHIRTS/SAFETY GLASSE	118.50 344.71 210.00 134.90 <u>808.11</u>
09/13/2023	101	24821	00129	CMS INTERNET, LLC	USB C TO HDMI ADAPTER NETWORK SWITCH UPGRADE-LIFT STN #2 NETWORK SWITCH UPGRADE-RIVER RD NETWORK SWITCH UPGRADE-LINCOLN TOWER	20.00 1,474.00 1,474.00 1,474.00 <u>4,442.00</u>
09/13/2023	101	24822	01626	DANNY COFFELL	MILEAGE TO JAMESON HALL/HOME MILEAGE TO JAMESON HALL/HOME	14.41 14.41 <u>28.82</u>
09/13/2023	101	24823	01877	BRENDA COLLINS	JAMESON HALL SECURITY DEP REFUND	250.00
09/13/2023	101	24824	00155	COYNE OIL CORPORATION	FUEL IN TOWNSHIP VEHICLES-AUG 2023	1,410.01
09/13/2023	101	24825	01171	DBI BUSINESS INTERIORS	COPY PAPER/BINDERS FOR TWP HALL PENS, NOTES,CLIPS,&TAPE	263.37 54.86 <u>318.23</u>
09/13/2023	101	24826	00188	DOUG'S SMALL ENGINE	SMALL ENGINE MOTOR OIL & FILTER	37.97
09/13/2023	101	24827	00207	E & S GRAPHICS, INC	CLEAN UP DAY MAILERS 2023	1,353.90
09/13/2023	101	24828	00201	ELHORN ENGINEERING COMPANY	BULK CHLORINE/LIQUID AQUADENE	4,241.00
09/13/2023	101	24829	00209	ETNA SUPPLY COMPANY	WATER METER WATER METERS	1,785.00 5,355.00 <u>7,140.00</u>
09/13/2023	101	24830	01879	G.M. CRISALLI & ASSOCIATES, INC.	REFUND BULK WATER OVERPAYMENT	100.00
09/13/2023	101	24831	00249	GILL-ROY'S HARDWARE	STAPLE GUN/STAPLES-BLDG/RENTAL DEPT	33.98
09/13/2023	101	24832	00262	GRAND TRAVERSE RUBBER SUPPLY	O RINGS FOR PAINT GUN	4.55
09/13/2023	101	24833	01746	TERA GREEN	MILEAGE FOR BANKING	62.23
09/13/2023	101	24834	00324	ISABELLA CORPORATION	TWP HALL/FITNESS COURT SIDEWALKS-PMT #2 PUMP STN #1 UPGRADE-PRG PMT #4	122,913.80 28,973.20 <u>151,887.00</u>
09/13/2023	101	24835	01876	JAMES D ZIEMKE REV LIVING TRUST	JAMESON HALL-SECURITY DEP REFUND	250.00
09/13/2023	101	24836	01883	DEBORAH MAGNOTTE	MCGUIRK PAVING SPEC ASSMNT 14-151-00-023	9.41
09/13/2023	101	24837	01109	METRO 25 CAR CARE CENTER	NEW TIRES, 2015 FORD F250 SUPER DUTY	886.00
09/13/2023	101	24838	00907	MID MICHIGAN CABLE CONSORTIUM	2023 2ND QTR FRANCHISE FEES	9,716.50
09/13/2023	101	24839	01751	MID MICHIGAN SIGN	CLEAN UP DAY SIGNS	150.00
09/13/2023	101	24840	01274	MORRISON INDUSTRIAL EQUIPMENT CO	TRUCK SYSTEM ANALYSIS-FIELD SERVICE	213.14
09/13/2023	101	24841	01663	RODNEY NANNEY	MILEAGE TO MEETINGS/MARQUETTE	613.08
09/13/2023	101	24842	00494	NORTH CENTRAL LABORATORIES	LAB TESTING SUPPLIES FOR WWTP	839.36
09/13/2023	101	24843	00559	RENT-RITE OF MT PLEASANT	CORE DRILL RENTAL FOR INSTALLING WET WEL	176.06
09/13/2023	101	24844	01880	ROBERT & JAMIE ROWLEY	JAMESON HALL SECURITY DEP REFUND	250.00
09/13/2023	101	24845	01293	SHAY WATER CO/CUSTOM COFFEE SERV	COFFEE FOR TOWNSHIP HALL BREWER	129.00
09/13/2023	101	24846	01882	CHRISTINE SILER	CANCELLED PAVILION RENTAL-PLANS CHANGED	60.00
09/13/2023	101	24847	00649	THIELEN TURF IRRIGATION, INC.	CONTROL REPLACEMENT-BALL FIELD SPRINKLER	724.00

09/01/2023 03:22 PM  
 User: SHERRIE  
 DB: Union

CHECK REGISTER FOR CHARTER TOWNSHIP OF UNION  
 CHECK DATE FROM 08/24/2023 - 09/13/2023

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
09/13/2023	101	24848	00670	UNION TOWNSHIP CURRENT TAX	REFUND 2021 PERS PROP TAX-262 E WING RD	242.35
					REFUND 2022 W PERS PROP TAX-5829 DEERFIE	860.73
					REFUND 2022 S PERS PROP TAX-5829 DEERFIE	31.03
						<u>1,134.11</u>
09/13/2023	101	24849	01314	VERIZON WIRELESS	CELL PHONES 8-16-23 TO 9-15-23	402.82
09/13/2023	101	24850	00703	WASTE MANAGEMENT OF MICHIGAN, INC	DUMPSTER SERVICE JAMESON HALL-AUG 2023	115.79
					DUMPSTER SERVICE TWP HALL-SEP 2023	71.36
					DUMPSTER SERVICE WTR PLANT-SEP 2023	45.89
					DUMPSTER SERVICE MCDONALD PARK-SEP 2023	137.66
					DUMPSTER SERVICE SHOP-SEP 2023	45.44
					DUMPSTER SERVICE WWTP-SEP 2023	274.23
						<u>690.37</u>
09/13/2023	101	24851	00723	WINN TELECOM	PHONE SERVICE 9/1/2023-9/30/2023	<u><u>337.83</u></u>
101 TOTALS:						
Total of 42 Checks:						218,663.89
Less 1 Void Checks:						0.00
Total of 41 Disbursements:						<u><u>218,663.89</u></u>

<b>Charter Township of Union</b> <b>Payroll</b>
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**CHECK DATE: August 31, 2023**

**PPE: August 26, 2023**

**NOTE: PAYROLL TRANSFER NEEDED**

General Fund	\$	34,132.17
Fire Fund		
EDDA		
WDDA		
Sewer Fund		27,131.41
Water Fund		24,123.48
<b>Total To Transfer from Pooled Savings</b>	<b>\$</b>	<b>85,387.06</b>

**NOTE: CHECK TOTAL FOR TRANSFER**

BS&A Gross Payroll	\$	73,564.84
Employer Share Medicare		1,057.66
Employer Share SS		4,522.32
SUI		15.83
Pension-Employer Portion		5,808.13
Workers' Comp		418.28
Life/LTD		-
Dental		-
Health Care		-
Vision		-
Vision Contribution		-
Health Care Contribution		-
Flex Administrators		-
Cobra/Flex Administration		-
PCORI Fee		-
<b>Total Transfer to Payroll Checking</b>	<b>\$</b>	<b>85,387.06</b>



# Union Township Report

Date: Tuesday, August 29, 2023



Alarm Date between 2023-08-20 and 2023-08-26

District	NFIRS Number	Alarm Date	Incident Type Code	Incident Type	Apparatus Name	Personnel Count	Alarms
<b>Union Township</b>	<b>0000594</b>						
		8/20/2023 6:09:19 PM	322	Motor vehicle accident with injuries	ENG 33	2	1
						<b>Total Responding 2</b>	
<b>Union Township</b>	<b>0000598</b>						
		8/21/2023 2:39:10 PM	744	Detector activation, no fire - unintentional	ENG 32	2	1
						<b>Total Responding 2</b>	
<b>Union Township</b>	<b>0000600</b>						
		8/21/2023 11:21:11 AM	322	Motor vehicle accident with injuries	ENG 32	2	1
		8/21/2023 11:21:11 AM	322	Motor vehicle accident with injuries	C 31	1	1

							<b>Total Responding 3</b>	
<b>Union Township</b>	<b>0000601</b>							
		8/21/2023 8:19:00 PM	151	Outside rubbish, trash or waste fire	ENG 32		2	1
							<b>Total Responding 2</b>	
<b>Union Township</b>	<b>0000602</b>							
		8/22/2023 3:19:52 PM	322	Motor vehicle accident with injuries	ENG 32		2	1
							<b>Total Responding 2</b>	
<b>Union Township</b>	<b>0000603</b>							
		8/23/2023 7:05:50 AM	321	EMS call, excluding vehicle accident with injury	ENG 32		2	1
							<b>Total Responding 2</b>	
<b>Union Township</b>	<b>0000604</b>							

		8/23/2023 2:02:19 PM	321	EMS call, excluding vehicle accident with injury	ENG 32	2	1
						<b>Total Responding 2</b>	
<b>Union Township</b>	<b>0000606</b>						
		8/25/2023 2:26:58 PM	531	Smoke or odor removal	ENG 31	2	1
						<b>Total Responding 2</b>	
<b>Union Township</b>	<b>0000607</b>						
		8/25/2023 1:26:43 PM	744	Detector activation, no fire - unintentional	ENG 33	2	1
		8/25/2023 1:26:43 PM	744	Detector activation, no fire - unintentional	C 31	1	1
						<b>Total Responding 3</b>	
	<b>Total Runs 9</b>					<b>Total Responding 20</b>	

**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, September 5, 2023



Alarm Date between 2023-08-27 and 2023-09-02

District	NFIRS Number	Alarm Date	Incident Type Code	Incident Type	Apparatus Name	Personnel Count	Alarms
<b>Union Township</b>	<b>0000617</b>						
		8/27/2023 9:08:57 PM	441	Heat from short circuit (wiring), defective/worn	ENG 31	2	3
		8/27/2023 9:08:57 PM	441	Heat from short circuit (wiring), defective/worn	POV	6	3
						<b>Total Responding 8</b>	
<b>Union Township</b>	<b>0000618</b>						
		8/28/2023 12:49:34 PM	444	Power line down	ENG 31	2	1
						<b>Total Responding 2</b>	
<b>Union Township</b>	<b>0000621</b>						
		8/28/2023 7:01:07 PM	321	EMS call, excluding vehicle accident with injury	ENG 31	2	1

							<b>Total Responding 2</b>	
<b>Union Township</b>	<b>0000623</b>							
		8/30/2023 1:41:25 AM	611	Dispatched & canceled en route	ENG 32		2	1
							<b>Total Responding 2</b>	
<b>Union Township</b>	<b>0000625</b>							
		8/30/2023 3:42:50 PM	711	Municipal alarm system, malicious false alarm	ENG 31		2	1
							<b>Total Responding 2</b>	
<b>Union Township</b>	<b>0000627</b>							
		8/31/2023 11:39:28 AM	321	EMS call, excluding vehicle accident with injury	ENG 31		2	1
							<b>Total Responding 2</b>	
<b>Union Township</b>	<b>0000630</b>							

		9/1/2023 6:12:19 PM	611	Dispatched & canceled en route	ENG 31	2	1
						<b>Total Responding 2</b>	
<b>Union Township</b>	<b>0000632</b>						
		9/1/2023 8:59:19 PM	710	Malicious, mischievous false call, other	ENG 31	2	1
						<b>Total Responding 2</b>	
	<b>Total Runs</b> 8					<b>Total Responding 22</b>	

**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

<b>To:</b> Mark Stuhldreher, Township Manager	<b>DATE:</b> 9-7-2023
<b>FROM:</b> Sherrie Teall, Finance Director	<b>DATE FOR BOARD CONSIDERATION:</b> 9-13-2023
<b>ACTION REQUESTED:</b> To approve the Charter Township of Union’s 2023 Tax rate Request, Form 614 (L-4029) for the 2023 tax Year and to authorize the Township Clerk and Supervisor to sign the form.	

Current Action \_\_\_\_\_ Emergency \_\_\_\_\_

Funds Budgeted: If Yes \_\_\_\_\_ Account # \_\_\_\_\_ No \_\_\_\_\_ N/A \_\_\_\_\_

Finance Approval \_\_\_\_\_

### BACKGROUND INFORMATION

Per the General Property Tax Act 206 of 1893, 211.36, (1) “The township clerk of each township, on or before September 30 of each year, shall make and deliver to the supervisor of the clerk's township and to the county clerk, a certified copy of all statements and certificates on file and of all records of any vote or resolution in the clerk's office authorizing or directing money to be raised in the township by taxation for township, school, highway, drain, and all other purposes, together with a statement of the aggregate amount to be raised.”

Therefore, the State of Michigan requires Form 614 Form (L-4029) be submitted each year to the County Board of Commissioners from each taxing jurisdiction. The purpose of the form is to formally request specific millage rates be levied and to certify any applicable reductions to the rates due to Headlee and/or rollbacks that have been applied to the millage rates. The form is used to communicate to the Township Clerk, County Clerk and County Equalization department what tax rates will be used for the next tax year. The due date for the submission is September 30<sup>th</sup> of each year. Prior to submission, it is required that the governing body of each entity approve the Form 614 (L-4029). After approval by the Board of Trustees, the original copy of the L-4029, signed by the Township Clerk and Township Supervisor, is sent to the County Clerk, with a copy going to the County Equalization Department and a copy to the Township Clerk.

### SCOPE OF SERVICES

N/A

### JUSTIFICATION

The Board of Trustees is required to approve the Township’s millage rates for each tax year. Per the Michigan Township’s Association (MTA) a simple majority vote is needed.

**PROJECT IMPROVEMENTS**

This tax rate request allows the Township the opportunity to meet all 6 of the following Board of Trustees goals:

1. Community well-being and common good
2. Prosperity through economic diversity, cultural diversity, and social diversity
3. Safety
4. Health
5. Natural Environment
6. Commerce

**COSTS**

N/A

**PROJECT TIME TABLE**

The approved form is due to the Isabella County Board of Commissioners by September 30, 2023.

**RESOLUTION**

Authorization is hereby given to approve the 2023 L-4029 Tax Rate Request prepared by the Township's Assessor, and to have the Township Clerk and Supervisor sign the form.

Resolved by \_\_\_\_\_ Seconded by \_\_\_\_\_

Yes:

No:

Absent:

**2023 Tax Rate Request** (This form must be completed and submitted on or before September 30, 2023)

MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

Carefully read the instructions on page 2.

This form is issued under authority of MCL Sections 211.24e, 211.34 and 211.34d. Filing is mandatory; Penalty applies.

County(ies) Where the Local Government Unit Levies Taxes <b>Isabella</b>	2023 Taxable Value of ALL Properties in the Unit as of 5-22-2023 <b>\$423,115,828</b>
Local Government Unit Requesting Millage Levy <b>Charter Township of Union</b>	For LOCAL School Districts: 2023 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties.

This form must be completed for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119. The following tax rates have been authorized for levy on the 2023 tax roll.

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election Charter, etc.	(5) ** 2022 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(6) 2023 Current Year "Headlee" Millage Reduction Fraction	(7) 2023 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(8) Sec. 211.34 Truth in Assessing or Equalization Millage Rollback Fraction	(9) Maximum Allowable Millage Levy *	(10) Millage Requested to be Levied July 1	(11) Millage Requested to be Levied Dec. 1	(12) Expiration Date of Millage Authorized
Allocated	Operating	Aug 20	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000		1.0000	Dec-24
Extra voted	Fire Operating	Nov-18	2.2500	1.0000	1.0000	1.0000	1.0000	1.0000		2.2500	Dec-28

Prepared by <b>Jill Peters</b>	Telephone Number <b>(988) 772-4600</b>	Title of Preparer <b>Assessor</b>	Date <b>08/21/2023</b>
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**CERTIFICATION:** As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3).

<input type="checkbox"/> Clerk	Signature	Print Name	Date <b>08/21/2023</b>
<input type="checkbox"/> Secretary			
<input type="checkbox"/> Chairperson	Signature	Print Name	Date
<input type="checkbox"/> President			

\* Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

\*\* **IMPORTANT:** See instructions on page 2 regarding where to find the millage rate used in column (5).

Local School District Use Only. Complete if requesting millage to be levied. See STC Bulletin 2 of 2023 for instructions on completing this section.

Total School District Operating Rates to be Levied (HH/Supp and NH Oper ONLY)	Rate
For Principal Residence, Qualified Ag., Qualified Forest and Industrial Personal	
For Commercial Personal	
For all Other	

## Instructions For Completing Form 614 (L-4029) 2023 Tax Rate Request, Millage Request Report To County Board Of Commissioners

These instructions are provided under MCL Sections 211.24e (truth in taxation), 211.34 (truth in county equalization and truth in assessing), 211.34d (Headlee), and 211.36 and 211.37 (apportionment).

**Column 1: Source.** Enter the source of each millage. For example, allocated millage, separate millage limitations voted, charter, approved extra-voted millage, public act number, etc. Do not include taxes levied on the Industrial Facilities Tax Roll.

**Column 2: Purpose of millage.** Examples are: operating, debt service, special assessments, school enhancement millage, sinking fund millage, etc. A local school district must separately list operating millages by whether they are levied against ALL PROPERTIES in the school district or against the NON-HOME group of properties. (See State Tax Commission Bulletin 2 of 2023 for more explanation.) A local school district may use the following abbreviations when completing Column 2: "Operating ALL" and "Operating NON-HOME". "Operating ALL" is short for "Operating millage to be levied on ALL PROPERTIES in the local school district" such as Supplemental (Hold Harmless) Millages and Building and Site Sinking Fund Millages. "Operating NON-HOME" is short for "Operating millage to be levied on ALL PROPERTIES EXCLUDING PRINCIPAL RESIDENCE, QUALIFIED AGRICULTURAL, QUALIFIED FOREST AND INDUSTRIAL PERSONAL PROPERTIES in the local school district" such as the 18 mills in a district which does not levy a Supplemental (Hold Harmless) Millage.

**Column 3: Date of Election.** Enter the month and year of the election for each millage authorized by direct voter approval.

**Column 4: Millage Authorized.** List the allocated rate, charter aggregate rate, extra-voted authorized before 1979, each separate rate authorized by voters after 1978, debt service rate, etc. (This rate is the rate before any reductions.)

**Column 5: 2022 Millage Rate Permanently Reduced by MCL 211.34d ("Headlee") Rollback.** Starting with taxes levied in 1994, the "Headlee" rollback permanently reduces the maximum rate or rates authorized by law or charter. The 2022 permanently reduced rate can be found in column 7 of the 2022 Form L-4029. For operating millage approved by the voters after April 30, 2022, enter the millage approved by the voters. For debt service or special assessments not subject to a millage reduction fraction, enter "NA" signifying "not applicable."

**Column 6: Current Year Millage Reduction Fraction.** List the millage reduction fraction certified by the county treasurer for the current year as calculated on Form 2166 (L-4034), *2023 Millage Reduction Fraction Calculations Worksheet*. The millage reduction fraction shall be rounded to four (4) decimal places. The current year millage reduction fraction shall not exceed 1.0000 for 2023 and future years. This prevents any increase or "roll up" of millage rates. Use

1.0000 for new millage approved by the voters after April 30, 2023. For debt service or special assessments not subject to a millage reduction fraction, enter 1.0000.

**Column 7: 2023 Millage Rate Permanently Reduced by MCL 211.34d ("Headlee") Rollback.** The number in column 7 is found by multiplying column 5 by column 6 on this 2023 Form L-4029. This rate must be rounded DOWN to 4 decimal places. (See STC Bulletin No. 11 of 1999, Supplemented by Letter of 6/7/2000.) For debt service or special assessments not subject to a millage reduction fraction, enter "NA" signifying "not applicable."

**Column 8: Section 211.34 Millage Rollback Fraction (Truth in Assessing or Truth in Equalization).** List the millage rollback fraction for 2023 for each millage which is an operating rate. Round this millage rollback fraction to 4 decimal places. Use 1.0000 for school districts, for special assessments and for bonded debt retirement levies. For counties, villages and authorities, enter the Truth in Equalization Rollback Fraction calculated on STC Form L-4034 as TOTAL TAXABLE VALUE BASED ON CEV FOR ALL CLASSES/TOTAL TAXABLE VALUE BASED ON SEV FOR ALL CLASSES. Use 1.0000 for an authority located in more than one county. For further information, see State Tax Commission Bulletin 2 of 2023. For townships and cities, enter the Truth in Assessing Rollback Fraction calculated on STC Form L-4034 as TOTAL TAXABLE VALUE BASED ON ASSESSED VALUE FOR ALL CLASSES/TOTAL TAXABLE VALUE BASED ON SEV FOR ALL CLASSES. The Section 211.34 Millage Rollback Fraction shall not exceed 1.0000.

**Column 9: Maximum Allowable Millage Levy.** Multiply column 7 (2023 Millage Rate Permanently Reduced by MCL 211.34d) by column 8 (Section 211.34 millage rollback fraction). Round the rate DOWN to 4 decimal places. (See STC Bulletin No. 11 of 1999, Supplemented by Letter of 6/7/2000.) For debt service or special assessments not subject to a millage reduction fraction, enter millage from Column 4.

**Column 10/Column 11: Millage Requested to be Levied.** Enter the tax rate approved by the unit of local government provided that the rate does not exceed the maximum allowable millage levy (column 9). A millage rate that exceeds the base tax rate (Truth in Taxation) cannot be requested unless the requirements of MCL 211.24e have been met. For further information, see State Tax Commission Bulletin 2 of 2023. A LOCAL School District which levies a Supplemental (Hold Harmless) Millage shall not levy a Supplemental Millage in excess of that allowed by MCL 380.1211(3). Please see the memo to assessors dated October 26, 2004, regarding the change in the collection date of certain county taxes.

**Column 12: Expiration Date of Millage.** Enter the month and year on which the millage will expire.