



**Economic Development Authority Board (EDA)
Regular Meeting – Union Township Hall
2010 S Lincoln Rd
Tuesday, January 17, 2023, at 4:30 p.m.**

AGENDA

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF AGENDA
4. APPROVAL OF MINUTES
 - November 29, 2022, Regular Meeting
5. CORRESPONDENCE
6. PUBLIC COMMENT
7. REPORTS
 - A. Accounts payable Approval – November / December
 - East DDA District #248 – Check Register
 - West DDA District #250 – Check Register
 - B. November / December Financial Reports: Income / Expense Statement; Balance Sheet
 - East DDA District #248
 - West DDA District #250
 - C. Board Member Matrix
8. NEW BUSINESS
 - A. RFBA – Approval of a Consumers Energy easement for power facilities to support relocation of Pump Station #1 at 5800 East Pickard.
9. PENDING BUSINESS
10. DIRECTOR COMMENTS
11. ADJOURNMENT

Next regularly scheduled meeting Tuesday, February 14, 2023, at 4:30pm

**Charter Township of Union
Economic Development Authority Board (EDA)
Regular Board Meeting
Tuesday, November 29, 2022**

MINUTES

A regular meeting of the Charter Township of Union Economic Development Authority Board was held on November 29, 2022, at the Union Township Hall 2010 S. Lincoln Rd, Mt. Pleasant, MI 48858.

Meeting called to order at 4:30 p.m.

ROLL CALL

Present: Bacon, Zalud, Kequom, Mielke, Coyne, Barz, Sweet, Figg

Excused:

Absent: Hunter

Others Present: Rodney Nanney – Community and Economic Development Director, Amy Peak – Building Services Clerk, Sherrie Teall – Finance Director

APPROVAL OF AGENDA

MOTION by **Figg** SUPPORTED by **Mielke** to APPROVE the agenda as presented. **MOTION CARRIED 8-0.**

APPROVAL OF MINUTES

MOTION by **Mielke** SUPPORTED by **Coyne** to APPROVE minutes from October 18, 2022, meeting minutes as presented. **MOTION CARRIED 8-0.**

PUBLIC COMMENT - None

CORRESPONDENCE

- Community and Economic Development Director, Rodney Nanney gave final report on the E. Remus Rd. and S. Lincoln Rd. sidewalk projects, which are now completed.
- Community and Economic Development Director, Rodney Nanney went over Annual Evaluation of Residential Equivalents (REU's)

ACCOUNTS PAYABLE/ FINANCIAL STATEMENTS

Finance Director, Sherrie Teall reviewed the accounts payable for the East DDA.

MOTION by **Zalud** SUPPORTED by **Figg** to APPROVE the East DDA payables 10/19/22 – 11/29/22 in the amount of \$41,117.08 as presented. **MOTION CARRIED 8-0.**

Finance Director, Sherrie Teall reviewed the accounts payable for the West DDA. MOTION by **Barz** SUPPORTED by **Sweet** to APPROVE the West DDA payable 10/19/22 – 11/29/22 in the amount of \$496,834.34 as presented. **MOTION CARRIED 7 – 0** (Zalud abstained from vote

Finance Director, Sherrie Teall reviewed revenues and expenditures through 10/31/22.

Financial reports were RECEIVED AND FILED by Chair Kequom

NEW BUSINESS

- A. **RFBA – Authorization for Participation in the 2023 Art Reach Festival of Banners.**
Community and Economic Development Director, Rodney Nanney reviewed RFBA.
Discussion held.

MOTION **Sweet** SUPPORTED by **Barz** to approve the East DDA District's participation in the 2023 Art Reach of Mid-Michigan Festival of Banners event via the purchase and creation of 26 banners for installation and display along E. Pickard Road at a cost of \$4,500.00. **MOTION CARRIED, 8 Yes, 0 – No, 1 – Absent.**

- B. **RFBA – Approval to accept an updated rate schedule for Mid-Michigan Industries, Inc.**
Community and Economic Development Director, Rodney Nanney reviewed RFBA.
Discussion held.

MOTION by **Figg** SUPPORTED by **Zalud** to accept the updated rate schedule dated November 14, 2022 for Mid-Michigan Industries, Inc. to provide corridor cleaning and park bench area cleaning services in the East DDA District along the E. Pickard Road corridor, subject to annual appropriations.
MOTION CARRIED, 8 – Yes, 0 – NO, 1 – Absent.

- C. **RFBA – Review of bids and selection of a contractor for building demolition at 2120 Yats Dr.**
EDA Board member James Zalud excused himself from the discussion and left the room and the building. Community and Economic Development Director, Rodney Nanney reviewed RFBA. Discussion held.

MOTION by **Coyne** SUPPORTED by **Figg** to select Isabella Corporation as the successful bidder for asbestos abatement, demolition, and removal of the principal building at 2120 Yats Drive (parcel ID# 14-014-20-017-00), along with clean-up, removal, and disposal of all accumulated junk, debris, refuse, and materials from the rear yard and elsewhere on the lot and associated site restoration for a fee not to exceed \$23,850.00. **MOTION CARRIED, 7 -YES, 0 – NO, 1 – Absent, 1 – Abstain (Zalud)**

Meeting paused briefly by the Chair while Mr. Zalud was notified that he could return, and then resumed once he was present.

DIRECTOR COMMENTS

- Community and Economic Development Director, Rodney Nanney thanks the board for a very productive year.
- Wished all a Happy Holiday.

BOARD COMMENTS

- Kequom thanked staff for keeping this moving forward.
- Figg commented on what a great job staff has been doing.
- Mielke stated that the Board of Trustees are excited and supportive of the EDA’s projected budget for 2023.

Next regular EDA meeting to be held on Tuesday, January 17, 2023, at 4:30pm
Meeting adjourned at 5:18pm.

APPROVED BY

Thomas Kequom, EDA Board Chair

(Recorded by Amy Peak)

DRAFT

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 248 EDDA CHECKING						
12/16/2022	248	97 (E)	00146	CONSUMERS ENERGY	1940 S ISABELLA RD	192.81
					2027 FLORENCE ST	112.78
					4923 E PICKARD	118.59
					4675 E PICKARD ST	111.69
					4592 E PICKARD ST STE B	29.98
					4592 E PICKARD ST STE A	119.67
					5771 E PICKARD RD STE B	29.98
					5771 E PICKARD ST STE A	202.35
					5770 E PICKARD ST STE B	29.98
					5770 E PICKARD ST STE A	203.77
					5325 E PICKARD ST	173.30
					2029 2ND ST	154.29
					5157 E PICKARD ST STE B	29.85
					5157 E PICKARD ST STE A	95.11
					4900 E PICKARD ST	112.89
						<u>1,717.04</u>
01/11/2023	248	98 (E)	00146	CONSUMERS ENERGY	2027 FLORENCE ST	123.21
					4923 E PICKARD ST	110.65
					4675 E PICKARD ST	123.47
					4592 E PICKARD ST STE B	29.62
					4592 E PICKARD ST STE A	115.30
					5771 E PICKARD RD STE B	29.78
					5771 E PICKARD RD STE A	225.41
					5770 E PICKARD ST STE B	29.62
					5770 E PICKARD ST STE A	219.33
					5325 E PICKARD ST	192.51
					2029 2ND ST	175.15
					5157 E PICKARD ST STE B	29.47
					5157 E PICKARD ST STE A	70.49
					4900 E PICKARD ST	122.44
					1940 S ISABELLA RD	197.10
						<u>1,793.55</u>
01/17/2023	248	4319	01203	ART REACH OF MID MICHIGAN	2023 FESTIVAL OF BANNERS	4,500.00
01/17/2023	248	4320	00072	BLOCK ELECTRIC	CHANGE FALL BANNERS TO WINTER BANNERS	120.00
					REPLACE BAD FUSE @ LIGHT POLE	111.07
						<u>231.07</u>
01/17/2023	248	4321	00722	CHARTER TOWNSHIP OF UNION	WINTER TAXES 2120 YATS DRIVE	477.52
					Q4 UTILITY BILLING-WATER/SEWER	146.74
						<u>624.26</u>
01/17/2023	248	4322	00450	M M I	PARK BENCH/GROUNDS MAINT-NOV 2022	575.00
01/17/2023	248	4323	01433	ALL SEASONS SNOW REMOVAL & LAWN CARE	JONATHON LANE-MOWING/TRIMMING 5-20-22	180.00
01/17/2023	248	4324	00188	DOUG'S SMALL ENGINE	SIDEWALK PLOWING-EAST DDA 12-26-22	700.00
					SIDEWALK PLOWING-EAST DDA 12-23-22	700.00
						<u>1,400.00</u>
01/17/2023	248	4325	00450	M M I	PARK BENCH/GROUNDS MAINT-DEC 2022	406.50

01/11/2023 03:29 PM
User: SHERRIE
DB: Union

CHECK REGISTER FOR CHARTER TOWNSHIP OF UNION
CHECK DATE FROM 11/30/2022 - 01/17/2023

Page: 2/2

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
------------	------	-------	--------	-------------	-------------	--------

248 TOTALS:

Total of 9 Disbursements:

11,427.42

01/11/2023 03:30 PM
User: SHERRIE
DB: Union

CHECK REGISTER FOR CHARTER TOWNSHIP OF UNION
CHECK DATE FROM 11/30/2022 - 01/17/2023

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 250 WDDA CHECKING						
01/17/2023	250	281	00569	ROWE PROFESSIONAL SERVICES COMPANY	SIDEWALK DESIGN/BID/OBSERVATION-REMUS RD	66,354.00
01/17/2023	250	282	00188	DOUG'S SMALL ENGINE	SIDEWALK PLOWING-WEST DDA 12-23-22	500.00
					SIDEWALK PLOWING-WEST DDA 12-26-22	500.00
						<u>1,000.00</u>
250 TOTALS:						
Total of 2 Checks:						67,354.00
Less 0 Void Checks:						0.00
Total of 2 Disbursements:						<u>67,354.00</u>

User: SHERRIE

DB: Union

PERIOD ENDING 12/31/2022

GL NUMBER	DESCRIPTION	YTD BALANCE		2022		YTD BALANCE		% BDGT USED
		NORMAL	(ABNORMAL)	ORIGINAL BUDGET	2022 AMENDED BUDGET	NORMAL	(ABNORMAL)	
Fund 248 - EAST DDA FUND								
Revenues								
Dept 000 - NONE								
248-000-402.000	CURRENT PROPERTY TAX	447,562.57		468,000.00	506,000.00	506,459.10		100.09
248-000-402.001	PROPERTY TAX REFUNDS-BOR MTT	(504.39)		(4,000.00)	(9,900.00)	(9,873.09)		99.73
248-000-402.100	PRIOR YEARS PROPERTY TAXES	0.00		(250.00)	(250.00)	0.00		0.00
248-000-420.000	DELQ PERSONAL PROPERTY CAPT	76.47		300.00	300.00	0.00		0.00
248-000-445.000	INTEREST ON TAXES	7.16		500.00	500.00	0.00		0.00
248-000-573.000	STATE AID REVENUE-LCSA	56,127.27		56,000.00	56,000.00	62,229.26		111.12
248-000-665.000	INTEREST EARNED	4,340.17		4,800.00	4,800.00	6,027.67		125.58
248-000-671.000	OTHER REVENUE	0.00		100.00	15,000.00	14,820.00		98.80
Total Dept 000 - NONE		507,609.25		525,450.00	572,450.00	579,662.94		101.26
TOTAL REVENUES		507,609.25		525,450.00	572,450.00	579,662.94		101.26
Expenditures								
Dept 000 - NONE								
248-000-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	24,224.69		15,270.00	15,270.00	10,300.00		67.45
248-000-801.001	MAINT- BENCHES/TRASH RECEPTACLES	0.00		5,000.00	1,000.00	0.00		0.00
248-000-801.003	SIDEWALK SNOWPLOWING	5,900.00		11,000.00	11,000.00	7,000.00		63.64
248-000-801.004	LAWN CARE	28,557.00		23,000.00	23,000.00	25,454.00		110.67
248-000-801.005	IRRIGATION / LIGHTING REPAIRS	13,196.92		35,000.00	35,000.00	28,035.46		80.10
248-000-801.007	FLOWER / LANDSCAPE MAINTENANCE	14,634.70		21,000.00	21,000.00	14,403.75		68.59
248-000-801.015	STREET LIGHT BANNERS/CHRISTMAS	18,695.00		21,960.00	21,960.00	21,509.57		97.95
248-000-826.000	LEGAL FEES	713.00		2,000.00	2,000.00	0.00		0.00
248-000-851.000	MAIL/POSTAGE	469.58		0.00	0.00	0.00		0.00
248-000-880.000	COMMUNITY PROMOTION	5,000.00		10,000.00	10,500.00	5,500.00		52.38
248-000-883.000	COMMUNITY IMPROVEMENT GRANTS	0.00		40,000.00	0.00	0.00		0.00
248-000-900.000	PRINTING & PUBLISHING	554.30		250.00	250.00	11.97		4.79
248-000-915.000	MEMBERSHIP & DUES	405.00		500.00	500.00	315.00		63.00
248-000-917.000	WATER & SEWER CHARGES	13,595.90		17,000.00	17,000.00	24,385.21		143.44
248-000-920.000	ELECTRIC/NATURAL GAS	12,628.91		14,000.00	14,000.00	10,236.77		73.12
248-000-935.000	PROPERTY/LIABILITY INSURANCE	1,697.25		1,800.00	1,800.00	1,869.58		103.87
248-000-940.000	LEASE/RENT	600.00		700.00	1,175.00	1,135.00		96.60
248-000-955.000	MISC.	0.00		100.00	100.00	0.00		0.00
Total Dept 000 - NONE		140,872.25		218,580.00	175,555.00	150,156.31		85.53
Dept 336 - FIRE DEPARTMENT								
248-336-830.000	PUBLIC SAFETY - FIRE PROTECTION	81,150.00		81,200.00	78,175.00	78,174.73		100.00
Total Dept 336 - FIRE DEPARTMENT		81,150.00		81,200.00	78,175.00	78,174.73		100.00
Dept 728 - ECONOMIC DEVELOPMENT								
248-728-967.300	SEWER SYSTEM PROJECTS	0.00		435,000.00	160,000.00	0.00		0.00
248-728-967.400	STREET/ROAD PROJECTS	0.00		250,000.00	0.00	0.00		0.00
248-728-967.500	SIDEWALK/PATHWAY PROJECTS	0.00		175,000.00	0.00	0.00		0.00
248-728-967.600	PARKS PROJECTS	211,000.00		10,000.00	10,200.00	10,060.00		98.63
248-728-971.000	CAPITAL OUTLAY-LAND	197,705.13		0.00	48,000.00	0.00		0.00
248-728-974.000	LAND IMPRVMENTS-GENERAL	7,041.50		90,000.00	50,000.00	15,858.82		31.72
248-728-974.202	LAND IMPRVMENTS-2120 YATS DR	0.00		0.00	0.00	3,432.61		100.00
248-728-974.203	LAND IMPRVMENTS-JONATHON LANE	0.00		0.00	0.00	180.00		100.00
		008						

User: SHERRIE

DB: Union

PERIOD ENDING 12/31/2022

GL NUMBER	DESCRIPTION	YTD BALANCE		2022		YTD BALANCE		% BDGT USED
		NORMAL	(ABNORMAL)	ORIGINAL BUDGET	2022 AMENDED BUDGET	NORMAL	(ABNORMAL)	
Fund 248 - EAST DDA FUND								
Expenditures								
	Total Dept 728 - ECONOMIC DEVELOPMENT	415,746.63		960,000.00	268,200.00		29,531.43	11.01
TOTAL EXPENDITURES		<u>637,768.88</u>		<u>1,259,780.00</u>	<u>521,930.00</u>		<u>257,862.47</u>	<u>49.41</u>
Fund 248 - EAST DDA FUND:								
TOTAL REVENUES		507,609.25		525,450.00	572,450.00		579,662.94	101.26
TOTAL EXPENDITURES		<u>637,768.88</u>		<u>1,259,780.00</u>	<u>521,930.00</u>		<u>257,862.47</u>	<u>49.41</u>
NET OF REVENUES & EXPENDITURES		(130,159.63)		(734,330.00)	50,520.00		321,800.47	636.98

PERIOD ENDING 12/31/2022

GL NUMBER	DESCRIPTION	YTD BALANCE		2022		YTD BALANCE		% BDGT USED
		NORMAL	(ABNORMAL)	ORIGINAL BUDGET	2022 AMENDED BUDGET	NORMAL	(ABNORMAL)	
Fund 250 - WEST DDA FUND								
Revenues								
Dept 000 - NONE								
250-000-402.000	CURRENT PROPERTY TAX	341,992.49		359,000.00	397,000.00		397,780.60	100.20
250-000-402.001	PROPERTY TAX REFUNDS-BOR MTT	0.00		(4,000.00)	(4,000.00)		0.00	0.00
250-000-420.000	DELQ PERSONAL PROPERTY CAPT	20.93		20.00	20.00		26.60	133.00
250-000-445.000	INTEREST ON TAXES	2.89		200.00	200.00		2.66	1.33
250-000-573.000	STATE AID REVENUE-LCSA	37.50		0.00	0.00		321.24	100.00
250-000-665.000	INTEREST EARNED	4,881.92		4,400.00	4,400.00		7,329.00	166.57
Total Dept 000 - NONE		346,935.73		359,620.00	397,620.00		405,460.10	101.97
TOTAL REVENUES		346,935.73		359,620.00	397,620.00		405,460.10	101.97
Expenditures								
Dept 000 - NONE								
250-000-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	15,604.69		8,270.00	8,270.00		3,167.50	38.30
250-000-801.003	SIDEWALK SNOWPLOWING	0.00		0.00	0.00		1,000.00	100.00
250-000-826.000	LEGAL FEES	975.00		0.00	0.00		0.00	0.00
250-000-880.000	COMMUNITY PROMOTION	5,000.00		5,000.00	5,500.00		5,500.00	100.00
250-000-883.000	COMMUNITY IMPROVEMENT GRANTS	0.00		40,000.00	0.00		0.00	0.00
250-000-900.000	PRINTING & PUBLISHING	554.30		0.00	0.00		0.00	0.00
250-000-915.000	MEMBERSHIP & DUES	405.00		400.00	400.00		315.00	78.75
250-000-967.400	STREET/ROAD PROJECTS	0.00		330,000.00	450,600.00		450,594.00	100.00
Total Dept 000 - NONE		22,538.99		383,670.00	464,770.00		460,576.50	99.10
Dept 336 - FIRE DEPARTMENT								
250-336-830.000	PUBLIC SAFETY - FIRE PROTECTION	59,515.99		59,000.00	63,255.00		63,255.49	100.00
Total Dept 336 - FIRE DEPARTMENT		59,515.99		59,000.00	63,255.00		63,255.49	100.00
Dept 728 - ECONOMIC DEVELOPMENT								
250-728-940.000	LEASE/RENT	0.00		0.00	475.00		475.00	100.00
250-728-967.500	SIDEWALK/PATHWAY PROJECTS	12,840.00		320,000.00	584,000.00		524,940.36	89.89
Total Dept 728 - ECONOMIC DEVELOPMENT		12,840.00		320,000.00	584,475.00		525,415.36	89.90
TOTAL EXPENDITURES		94,894.98		762,670.00	1,112,500.00		1,049,247.35	94.31
Fund 250 - WEST DDA FUND:								
TOTAL REVENUES		346,935.73		359,620.00	397,620.00		405,460.10	101.97
TOTAL EXPENDITURES		94,894.98		762,670.00	1,112,500.00		1,049,247.35	94.31
NET OF REVENUES & EXPENDITURES		252,040.75		(403,050.00)	(714,880.00)		(643,787.25)	90.06

Fund 248 EAST DDA FUND

GL Number	Description	Balance
*** Assets ***		
248-000-001.000	CASH	4,882.33
248-000-002.000	SAVINGS	827,738.31
248-000-003.001	CERTIFICATE OF DEPOSIT	1,036,689.88
248-000-123.000	PREPAID EXPENSES	1,706.79
248-000-128.000	ASSETS HELD FOR SALE	5,106.31
Total Assets		1,876,123.62
*** Liabilities ***		
248-000-202.000	ACCOUNTS PAYABLE	3,416.83
Total Liabilities		3,416.83
*** Fund Balance ***		
248-000-370.379	RESTRICTED FUND BALANCE	1,550,906.32
Total Fund Balance		1,550,906.32
Beginning Fund Balance		1,550,906.32
Net of Revenues VS Expenditures		321,800.47
Ending Fund Balance		1,872,706.79
Total Liabilities And Fund Balance		1,876,123.62

Fund 250 WEST DDA FUND

GL Number	Description	Balance
*** Assets ***		
250-000-001.000	CASH	11,834.02
250-000-002.000	SAVINGS	248,101.50
250-000-002.001	SHARES	53.70
250-000-003.001	CERTIFICATE OF DEPOSIT	638,075.33
Total Assets		898,064.55
*** Liabilities ***		
250-000-202.000	ACCOUNTS PAYABLE	67,354.00
Total Liabilities		67,354.00
*** Fund Balance ***		
250-000-370.379	RESTRICTED FUND BALANCE	1,474,497.80
Total Fund Balance		1,474,497.80
Beginning Fund Balance		1,474,497.80
Net of Revenues VS Expenditures		(643,787.25)
Ending Fund Balance		830,710.55
Total Liabilities And Fund Balance		898,064.55

Board Expiration Dates

Planning Commission Board Members (9 Members) 3 year term			
#	F Name	L Name	Expiration Date
1-BOT Representative	James	Thering	11/20/2024
2-Chair	Phil	Squatrito	2/15/2023
3-Vice Chair	Ryan	Buckley	2/15/2025
4-Secretary	Doug	LaBelle II	2/15/2025
5 - Vice Secretary	Tera	Albrecht	2/15/2024
6	Stan	Shingles	2/15/2024
7	Paul	Gross	2/15/2025
8	Jack	Williams	2/15/2023
9	Jessica	Lapp	2/15/2023
Zoning Board of Appeals Members (5 Members, 2 Alternates) 3 year term			
#	F Name	L Name	Expiration Date
1- PC Rep	Ryan	Buckley	2/15/2025
2 -	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	4/14/2023
3	James	Zalud	4/14/2023
4	Richard	Barz	2/13/2025
5	Robert	Bacon	1/13/2027
6	Marty	Figg	6/22/2026
7	Cheryl	Hunter	6/22/2023
8	Jeff	Sweet	2/13/2025
9	David	Coyne	3/26/2026
Mid Michigan Area Cable Consortium (2 Members)			
#	F Name	L Name	Expiration Date
1	Kim	Smith	12/31/2025
2	vacant seat		
Cultural and Recreational Commission (1 seat from Township) 3 year term			
#	F Name	L Name	Expiration Date
1	Robert	Sommerville	12/31/2025
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

To: Economic Development Authority Board	DATE: January 4, 2023
FROM: Kim Smith – Public Services Director	DATE FOR BOARD CONSIDERATION: January 17, 2023
ACTION REQUESTED: Approval of a (12) twelve-foot-wide permanent easement to Consumers Energy for the construction and maintenance of three-phase power facilities to support the relocation of Pump Station #1 located at 5800 East Pickard Road.	

Current Action Emergency

Funds Budgeted: If Yes Account # No N/A

Finance Approval

BACKGROUND INFORMATION

In April of 2022 the Union Township Board of Trustees approved the bid from The Isabella Corporation for the relocation of Pump Station #1 which is located at 5800 E Pickard on property owned by the EDA. The property was purchased in September of 2021 by the EDA to support the pump station relocation. The property purchase included a secondary parcel that adjoins directly to the south on Enterprise Drive. The station is being relocated to the south of the secondary parcel to facilitate the safe installation compliant with OSHA guidelines of the pump station, wet well, associated infrastructure, and approximately 160 LF of additional gravity sewer and force main. The layout proposed would allow for the retention and addition of the necessary easements so the construction of the station could be completed in the most cost-effective manner, ensuring safe and adequate access for installation without the need of additional sheet piling, shoring, and trench box, and provide for safe operation and maintenance in the future. Once the project is complete the necessary easements would be retained on the parcels and the project would allow for resale of the parcels.

The construction project requires relocation of the three-phase power service to the new pump station location. The three-phase power relocation will be completed by Consumers Energy. The power line will be extended from the current location on the west side of Enterprise Drive east to the new pump station site. Consumers Energy requires a (12) twelve-foot-wide permanent easement be approved by the EDA to facilitate this installation. Township staff and the Township’s Engineer worked with Consumers Energy Design Team to ensure that the easement and installation are in the appropriate location and do not conflict with operations on the site.

The existing station is serviced by Consumers Energy once the relocation project is complete the Township will coordinate with Consumers Energy Operations Support to retire the existing service and rescind any necessary easements.

SCOPE OF SERVICES

Granting this easement involves the following general conditions:

- **Additional Work Space:** In addition to the Easement rights granted herein, Owner further grants to Consumers, during initial construction and installation only, the right to temporarily use such additional work space reasonably required to construct said lines. Said temporary work space shall abut the Easement Area, on either side, as required by construction.
- **Access:** Consumers shall have the right to unimpaired access to said line or lines, and the right of ingress and egress on, over, and through Owner's Land for any and all purposes necessary, convenient, or incidental to the exercise by Consumers of the rights granted hereunder.
- **Trees and Other Vegetation:** Owner shall not plant any trees within the Easement Area. Consumers shall have the right from time-to-time hereafter to enter Owner's Land to trim, cut down, and otherwise remove and control any trees, brush, roots, and other vegetation within the Easement Area. Consumers shall have the right from time-to-time hereafter to enter Owner's Land to trim, cut down, and otherwise remove and control any trees, brush, or other vegetation located outside of the Easement Area which are of such a height or are of such a species whose mature height that in falling directly to the ground could come into contact with or land directly above Consumers' facilities.
- **Buildings/Structures:** Owner agrees not to build, create, construct, or permit to be built, created, or constructed, any obstruction, building, septic system, drain field, fuel tank, pond, swimming pool, lake, pit, well, foundation, engineering works, installation or any other type of structure over, under, or on said Easement Area, whether temporary or permanent, natural or man-made, without a prior written agreement executed by Consumers' Real Estate Department expressly allowing the aforementioned.

JUSTIFICATION

The station upgrade has been identified in the Township's Sanitary Sewer Asset Management Plan and Capital Improvement Plan for several years as essential. Completion of this project will allow for improved reliability in the service area, benefit the EDDA District, and benefit the overall township sewer system by increasing the capacity of the pump stations by (200) two-hundred Residential Equivalent Units (REU) for the currently zoned service area. The improvements will provide staff and contractors with a safer location for the installation, operation, maintenance, and increase reliability through rehabilitation of aging station components.

PROJECT IMPROVEMENTS

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

- 1. Community well-being and common good**
- 2. Health and Commerce**

COSTS

NA

PROJECT FUNDING

NA

PROJECT TIME TABLE

Spring 2023- Dependent on availability of Consumers Energy, equipment, and materials.

RESOLUTION

Approval of a (12) twelve-foot-wide permanent easement to Consumers Energy for the construction and maintenance of three-phase power facilities to support the relocation of Pump Station #1 located at 5800 East Pickard Road.

Resolved by _____ Seconded by _____

Yes:
No:
Absent:

Thomas Kequom, EDA Board Chair

EASEMENT FOR ELECTRIC FACILITIES

Master Tract# ROW000916076059
SAP# 1065151568
Design# 11465054
Agreement# MI00000068524

EAST DOWNTOWN DEVELOPMENT AUTHORITY OF THE CHARTER TOWNSHIP OF UNION, a Michigan municipal corporation, whose address is 2010 South Lincoln, Mount Pleasant, Michigan 48858 (hereinafter "Owner")

for \$1.00 and other good and valuable consideration [exempt from real estate transfer tax pursuant to MCLA 207.505(f) and from State real estate transfer tax pursuant to MCLA 207.526(f)] grants and warrants to

CONSUMERS ENERGY COMPANY, a Michigan corporation, One Energy Plaza, Jackson, Michigan 49201 (hereinafter "Consumers")

a permanent easement to enter Owner's land (hereinafter "Owner's Land") located in the Township of Union, County of Isabella, and State of Michigan as more particularly described in the attached Exhibit A to construct, operate, maintain, inspect (including aerial patrol), survey, replace, reconstruct, improve, remove, relocate, change the size of, enlarge, and protect a line or lines of electric facilities in, on, over, under, across, and through a portion of Owner's Land (hereinafter "Easement Area") as more fully described in the attached Exhibit B, together with any pole structures, poles, or any combination of same, wires, cables, conduits, crossarms, braces, guys, anchors, transformers, electric control circuits and devices, location markers and signs, communication systems, utility lines, protective apparatus and all other equipment, appurtenances, associated fixtures, and facilities, whether above or below grade, useful or incidental to or for the operation or protection thereof, and to conduct such other activities as may be convenient in connection therewith as determined by Consumers for the purpose of transmitting and distributing electricity.

Additional Work Space: In addition to the Easement rights granted herein, Owner further grants to Consumers, during initial construction and installation only, the right to temporarily use such additional work space reasonably required to construct said lines. Said temporary work space shall abut the Easement Area, on either side, as required by construction.

Access: Consumers shall have the right to unimpaired access to said line or lines, and the right of ingress and egress on, over, and through Owner's Land for any and all purposes necessary, convenient, or incidental to the exercise by Consumers of the rights granted hereunder.

Trees and Other Vegetation: Owner shall not plant any trees within the Easement Area. Consumers shall have the right from time to time hereafter to enter Owner's Land to trim, cut down, and otherwise remove and control any trees, brush, roots, and other vegetation within the Easement Area. Consumers shall have the right from time to time hereafter to enter Owner's Land to trim, cut down, and otherwise remove and control any trees, brush, or other vegetation located outside of the Easement Area which are of such a height or are of such a species whose mature height that in falling directly to the ground could come into contact with or land directly above Consumers' facilities.

Buildings/Structures: Owner agrees not to build, create, construct, or permit to be built, created, or constructed, any obstruction, building, septic system, drain field, fuel tank, pond, swimming pool, lake, pit, well, foundation, engineering works, installation or any other type of structure over, under, or on said Easement Area, whether temporary or permanent, natural or man-made, without a prior written agreement executed by Consumers' Real Estate Department expressly allowing the aforementioned.

Ground Elevation: Owner shall not materially alter the ground elevation within the Easement Area without a prior written agreement executed by Consumers Real Estate Department allowing said alteration.

Exercise of Easement: Consumers' nonuse or limited use of this Easement shall not preclude Consumers' later use of this Easement to its full extent.

Ownership: Owner covenants with Consumers that they are the lawful fee simple owner of the aforesaid lands, and that they have the right and authority to make this grant, and that they will forever warrant and defend the title thereto against all claims whatsoever.

Successors: This Easement shall bind and benefit Owner's and Consumers' respective heirs, successors, lessees, licensees, and assigns.

Counterparts: This Easement may be executed simultaneously in two or more counterparts, each of which shall be deemed an original and all of which together shall constitute one and the same instrument. It is not necessary that all parties execute any single counterpart if each party executes at least one counterpart.

Date: _____

Owner: EAST DOWNTOWN DEVELOPMENT AUTHORITY
OF THE CHARTER TOWNSHIP OF UNION, a Michigan
municipal corporation

Signature
By: _____
Print name
Its: _____
Print title

Acknowledgment

The foregoing instrument was acknowledged before me in _____ County, _____,
on _____ by _____ of East Downtown Development Authority
Date Name Title
of the Charter Township of Union, a Michigan municipal corporation, on behalf of the corporation.

Notary Public
Print Name

County, _____
Acting in _____ County
My Commission expires: _____

**PROPERTY OWNERS MAIL
SIGNED EASEMENT TO:**
Patrick Laverty #CLR-100F
Consumers Energy Company
1 Consumers Energy Pkwy
Clare, MI 48617

Prepared By:
Miranda Fry 12/15/22 P24-720
Consumers Energy Company
1945 W Parnall Rd
Jackson, MI 49201

**REGISTER OF DEEDS OFFICE USE
ONLY**
Return recorded instrument to:
Carrie J. Main, P24-720
Consumers Energy Company
1945 W Parnall Rd
Jackson, MI 49201

EXHIBIT A

Owner's Land

Land situated in the Township of Union, County of Isabella, State of Michigan:

Part of the Northeast 1/4 of the Northeast 1/4 of Section 13, T14N, R4W, described as beginning at the Northwest corner of Lot 12 of Enterprise Park as recorded in Liber 10 of Plats, Page 589; thence North 0°25'45" West, 147.50 feet along the East right of way line of Enterprise Drive; thence South 88°50'40" East, 30.0 feet; thence North 00°25'45" West, 60.00 feet; thence South 88°50'40" East, 63.00 feet; thence South 00°25'45" East, 25.00 feet; thence North 88°50'40" West 29.00 feet; thence South 01°07'37" West, 182.5 feet; thence North 88°50'40" West, 59.01 feet along the North line of said Lot 12 to the Point of Beginning, Union Township, Isabella County, Michigan.

Also known as: 2055 Enterprise Drive, Mount Pleasant, Michigan 48858

Parcel ID: 14-013-20-006-00

EXHIBIT B

Easement Area

A 12.00-foot-wide strip of land, being 6.00 feet on each side of the centerline of the line constructed on Owner's Land, the centerline to be located approximately as shown in the attached drawing.

