

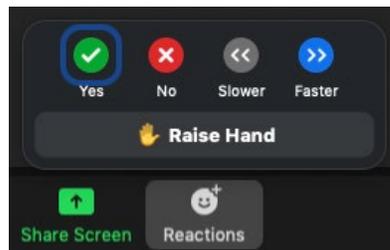
Hybrid Meeting Instructions for the Economic Development Authority Board

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

[Click here](#) to participate in the Zoom Meeting via computer or smart phone. (Meeting ID Enter “849 6026 5496” Password enter “980373”). Access to the electronic meeting will open at 4:20 p.m. and meeting will begin at 4:30 p.m.

Telephone conference call, dial (312-626-6799). Enter “849 6026 5496” and the “#” sign at the “Meeting ID” prompt, and then enter “980373” at the “Password” prompt. Lastly, re-enter the “#” sign again at the “Participant ID” prompt to join the meeting.

- All public comments will be taken at the 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 made, 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.

Charter Township of Union



**Economic Development Authority Board (EDA)
Regular Meeting – Union Township Hall
2010 S Lincoln Rd
Tuesday, March 21, 2023, at 4:30 p.m.**

AGENDA

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF AGENDA
4. APPROVAL OF MINUTES
 - February 21, 2023, Regular Meeting
5. CORRESPONDENCE
 - Resignation Letter from Cheryl Hunter
6. PUBLIC COMMENT
7. REPORTS
 - A. Accounts payable Approval – February
East DDA District #248 – Check Register
West DDA District #250 – Check Register
 - B. February Financial Reports: Income / Expense Statement; Balance Sheet
East DDA District #248
West DDA District #250
 - C. Board Member Matrix
8. NEW BUSINESS
 - A. Middle Michigan Development Corporation Annual Presentation – Jim McBryde
<https://mmdc.org/about/mission-and-vision/>
9. PENDING BUSINESS
10. DIRECTOR COMMENTS

11. ADJOURNMENT

- Joint Meeting April 5, 2023, at Jameson Hall 7:00 p.m.
- Next regularly scheduled meeting Tuesday, April 18, 2023, at 4:30pm

**Charter Township of Union
Economic Development Authority Board (EDA)
Regular Board Meeting
Tuesday, February 21, 2023**

MINUTES

A regular meeting of the Charter Township of Union Economic Development Authority Board was held on January 17, 2023, at the Union Township Hall 2010 S. Lincoln Rd, Mt. Pleasant, MI 48858.

Meeting called to order at 4:31 p.m.

ROLL CALL

Present: Bacon, Keqom, Mielke, Coyne, Sweet, Figg (4:32 pm)

Excused: Zalud, Barz, Hunter

Absent:

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

APPROVAL OF AGENDA

MOTION by **Mielke** SUPPORTED by **Coyne** to APPROVE the agenda as presented. **MOTION CARRIED 5-0.**

APPROVAL OF MINUTES

MOTION by **Sweet** SUPPORTED by **Coyne** to APPROVE minutes from January 17, 2023, meeting as presented. **MOTION CARRIED 6-0.**

PUBLIC COMMENT - None

CORRESPONDENCE - None

ACCOUNTS PAYABLE/ FINANCIAL STATEMENTS

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

MOTION by **Mielke** SUPPORTED by **Bacon** to APPROVE the East DDA payables 1/18/23 – 2/21/23 in the amount of \$17,908.99 as presented. **MOTION CARRIED 6-0.**

Finance Director, Sherrie Teall reviewed the accounts payable for the West DDA. MOTION by **Coyne** SUPPORTED by **Sweet** to APPROVE the West DDA payable 1/18/23 – 2/21/23 in the amount of \$4,500.00 as presented. **MOTION CARRIED 6 – 0**

Finance Director, Sherrie Teall reviewed revenues and expenditures through 1/31/23.

Finance Director, Sherrie Teall mentioned the possibility of combining the East and West DDA's banking accounts to cut back on check writing and if the Board was interested, we could add it to an agenda for a discussion at a later date.

Financial reports were RECEIVED AND FILED by Chair Kequom

NEW BUSINESS

- A. In the absence of Jim McBryde, Rodney Nanney briefly highlighted on the Middle Michigan Development Corporation Annual Presentation and noted that Jim McBryde will be invited to present at a later date.

DIRECTOR COMMENTS

- Updates on M20 Road Project.
- MDOT will be holding an open house February 27th 4-6 pm to answer questions on the upcoming M20 Road Project.
- Updates on streetlights and irrigation along Pickard when construction begins.
- Updated board on Grant Program
- 2120 Yats Dr – Building is down, and site cleaned. Final site restoration will be done in the spring.

GENERAL DISCUSSION

- Irrigation system along Pickard.
- Bandit Industries expansion.

BOARD COMMENTS

- Kequom mentioned he would like to see the EDA mentioned as a sponsor in the Middle Michigan Development Corporations annual report.

Next regular EDA meeting to be held on Tuesday, March 21, 2023, at 4:30pm
Meeting adjourned at 5:31pm.

APPROVED BY

Thomas Kequom, EDA Board Chair

(Recorded by Amy Peak)

FROM THE DESK OF

Cheryl Hunter

February 21, 2023

Cheryl Hunter
500 Meadowbrook Dr
Mt. Pleasant, Michigan 48858

Dear Bryan Mielke and Tom Kequom,

It has been difficult for me to be able to attend meetings from afar since I'm traveling to and from Florida so frequently in the winter months. My schedule is inconsistent when I travel back home and it's usually not the times when meetings are scheduled.

It has been a pleasure to serve Union township-the township that I live in and have businesses in. I've enjoyed working on this board and supporting all the projects that came forward during my service.

Thank you to all the staff for all you do preparing for the meetings and getting us information we need to be informed.

Thank you all Board members for your valuable time and effort to improve Union township. I know all the time everyone puts in to make sure the money is spent wisely.



Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 248 EDDA CHECKING						
03/15/2023	248	100 (E)	00146	CONSUMERS ENERGY	2027 FLORENCE ST	39.32
					4923 E PICKARD ST	38.62
					4675 E PICKARD ST	39.09
					4592 E PICKARD ST STE B	29.50
					4592 E PICKARD ST STE A	42.81
					5771 E PICKARD RD STE B	29.50
					5771 E PICKARD RD STE A	77.85
					5770 E PICKARD ST STE B	29.50
					5770 E PICKARD ST STE A	60.09
					5325 E PICKARD ST	71.98
					2029 2ND ST	75.70
					5157 E PICKARD ST STE B	29.37
					5157 E PICKARD ST STE A	27.83
					4900 E PICKARD ST	39.32
					1940 S ISABELLA RD	51.93
						<u>682.41</u>
03/21/2023	248	4332	00188	DOUG'S SMALL ENGINE	SIDEWALK SNOW PLOWING 2/17/2023	700.00
					SIDEWALK SNOW PLOWING 2/25/2023	700.00
					SIDEWALK SNOW PLOWING 2/23/2023	700.00
					SIDEWALK SNOW PLOWING 2/27/2023	700.00
						<u>2,800.00</u>
03/21/2023	248	4333	00450	M M I	PARK BENCH/GROUNDS MAINT-FEB 2023	<u>246.00</u>

248 TOTALS:

Total of 3 Disbursements:

3,728.41

03/15/2023 06:35 PM
User: SHERRIE
DB: Union

CHECK REGISTER FOR CHARTER TOWNSHIP OF UNION
CHECK DATE FROM 02/22/2023 - 03/21/2023

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 250 WDDA CHECKING						
03/21/2023	250	286	00188	DOUG'S SMALL ENGINE	SIDEWALK SNOW PLOWING 2/17/2023	500.00
					SIDEWALK SNOW PLOWING 2/23/2023	500.00
					SIDEWALK SNOW PLOWING 2/25/2023	500.00
					SIDEWALK SNOW PLOWING 2/27/2023	500.00
						<u>2,000.00</u>
250 TOTALS:						
Total of 1 Checks:						2,000.00
Less 0 Void Checks:						0.00
Total of 1 Disbursements:						<u>2,000.00</u>

PERIOD ENDING 02/28/2023

GL NUMBER	DESCRIPTION	YTD BALANCE		2023		YTD BALANCE		% BDGT USED
		NORMAL	(ABNORMAL)	ORIGINAL BUDGET	2023 AMENDED BUDGET	NORMAL	(ABNORMAL)	
Fund 248 - EAST DDA FUND								
Revenues								
Dept 000 - NONE								
248-000-402.000	CURRENT PROPERTY TAX	0.00		515,000.00	515,000.00	0.00		0.00
248-000-402.001	PROPERTY TAX REFUNDS-BOR MTT	0.00		(4,000.00)	(4,000.00)	0.00		0.00
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	0.00		300.00	300.00	0.00		0.00
248-000-445.000	INTEREST ON TAXES	0.00		500.00	500.00	0.00		0.00
248-000-573.000	STATE AID REVENUE-LCSA	0.00		60,000.00	60,000.00	0.00		0.00
248-000-665.000	INTEREST EARNED	401.70		8,600.00	8,600.00	4,998.31		58.12
248-000-671.000	OTHER REVENUE	0.00		1,000.00	1,000.00	0.00		0.00
Total Dept 000 - NONE		401.70		581,150.00	581,150.00	4,998.31		0.86
TOTAL REVENUES		401.70		581,150.00	581,150.00	4,998.31		0.86
Expenditures								
Dept 000 - NONE								
248-000-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	3,421.00		12,300.00	12,300.00	3,053.50		24.83
248-000-801.001	MAINT- BENCHES/TRASH RECEPTACLES	0.00		5,000.00	5,000.00	0.00		0.00
248-000-801.003	SIDEWALK SNOWPLOWING	4,900.00		11,000.00	11,000.00	3,850.00		35.00
248-000-801.004	LAWN CARE	0.00		28,500.00	28,500.00	0.00		0.00
248-000-801.005	IRRIGATION / LIGHTING REPAIRS	626.70		20,000.00	20,000.00	132.75		0.66
248-000-801.007	FLOWER / LANDSCAPE MAINTENANCE	0.00		21,000.00	21,000.00	0.00		0.00
248-000-801.015	STREET LIGHT BANNERS/CHRISTMAS	4,500.00		20,000.00	20,000.00	4,500.00		22.50
248-000-826.000	LEGAL FEES	0.00		4,000.00	4,000.00	0.00		0.00
248-000-851.000	MAIL/POSTAGE	0.00		750.00	750.00	0.00		0.00
248-000-880.000	COMMUNITY PROMOTION	0.00		9,000.00	9,000.00	500.00		5.56
248-000-883.000	COMMUNITY IMPROVEMENT GRANTS	0.00		40,000.00	40,000.00	0.00		0.00
248-000-900.000	PRINTING & PUBLISHING	0.00		250.00	250.00	0.00		0.00
248-000-915.000	MEMBERSHIP & DUES	0.00		500.00	500.00	0.00		0.00
248-000-917.000	WATER & SEWER CHARGES	0.00		18,000.00	18,000.00	0.00		0.00
248-000-920.000	ELECTRIC/NATURAL GAS	3,095.28		14,000.00	14,000.00	2,587.29		18.48
248-000-935.000	PROPERTY/LIABILITY INSURANCE	1,528.22		1,800.00	1,800.00	1,706.79		94.82
248-000-940.000	LEASE/RENT	325.00		875.00	875.00	0.00		0.00
248-000-955.000	MISC.	0.00		100.00	100.00	0.00		0.00
Total Dept 000 - NONE		18,396.20		207,075.00	207,075.00	16,330.33		7.89
Dept 336 - FIRE DEPARTMENT								
248-336-830.000	PUBLIC SAFETY - FIRE PROTECTION	0.00		80,000.00	80,000.00	0.00		0.00
Total Dept 336 - FIRE DEPARTMENT		0.00		80,000.00	80,000.00	0.00		0.00
Dept 728 - ECONOMIC DEVELOPMENT								
248-728-967.200	WATER SYSTEM PROJECTS	0.00		100,000.00	100,000.00	0.00		0.00
248-728-967.300	SEWER SYSTEM PROJECTS	0.00		100,000.00	100,000.00	0.00		0.00
248-728-967.400	STREET/ROAD PROJECTS	0.00		400,000.00	400,000.00	0.00		0.00
248-728-967.500	SIDEWALK/PATHWAY PROJECTS	0.00		340,000.00	340,000.00	0.00		0.00
248-728-974.000	LAND IMPRVMENTS-GENERAL	0.00		20,000.00	20,000.00	0.00		0.00
248-728-974.200	LAND IMPRVMENTS-PICKARD RIGHT OF WAY	0.00		80,000.00	80,000.00	0.00		0.00
248-728-974.201	LAND IMPRVMENTS-5800 PICKARD/ENTERPRIS	0.00		40,000.00	40,000.00	0.00		0.00
248-728-974.203	LAND IMPRVMENTS-JONATHAN LANE	0.00		75,000.00	75,000.00	0.00		0.00
248-728-974.205	LAND IMPRVMENTS-HONEY BEAR LN	0.00		25,000.00	25,000.00	0.00		0.00

User: SHERRIE

DB: Union

PERIOD ENDING 02/28/2023

GL NUMBER	DESCRIPTION	YTD BALANCE		2023		YTD BALANCE		% BGD USED
		NORMAL	(ABNORMAL)	ORIGINAL BUDGET	2023 AMENDED BUDGET	NORMAL	(ABNORMAL)	
Fund 248 - EAST DDA FUND								
Expenditures								
Total Dept 728 - ECONOMIC DEVELOPMENT		0.00		1,180,000.00	1,180,000.00	0.00		0.00
TOTAL EXPENDITURES		18,396.20		1,467,075.00	1,467,075.00	16,330.33		1.11
Fund 248 - EAST DDA FUND:								
TOTAL REVENUES		401.70		581,150.00	581,150.00	4,998.31		0.86
TOTAL EXPENDITURES		18,396.20		1,467,075.00	1,467,075.00	16,330.33		1.11
NET OF REVENUES & EXPENDITURES		(17,994.50)		(885,925.00)	(885,925.00)	(11,332.02)		1.28

User: SHERRIE

DB: Union

PERIOD ENDING 02/28/2023

GL NUMBER	DESCRIPTION	YTD BALANCE		2023		YTD BALANCE		% BDGT USED
		NORMAL	(ABNORMAL)	ORIGINAL BUDGET	2023 AMENDED BUDGET	NORMAL	(ABNORMAL)	
Fund 250 - WEST DDA FUND								
Revenues								
Dept 000 - NONE								
250-000-402.000	CURRENT PROPERTY TAX	0.00		413,000.00		413,000.00	0.00	0.00
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	0.00		20.00		20.00	0.00	0.00
250-000-445.000	INTEREST ON TAXES	0.00		200.00		200.00	0.00	0.00
250-000-665.000	INTEREST EARNED	579.47		8,600.00		8,600.00	1,981.15	23.04
Total Dept 000 - NONE		579.47		417,820.00		417,820.00	1,981.15	0.47
TOTAL REVENUES		579.47		417,820.00		417,820.00	1,981.15	0.47
Expenditures								
Dept 000 - NONE								
250-000-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	2,867.50		5,270.00		5,270.00	2,500.00	47.44
250-000-801.003	SIDEWALK SNOWPLOWING	0.00		8,000.00		8,000.00	3,500.00	43.75
250-000-826.000	LEGAL FEES	0.00		1,000.00		1,000.00	0.00	0.00
250-000-851.000	MAIL/POSTAGE	0.00		750.00		750.00	0.00	0.00
250-000-880.000	COMMUNITY PROMOTION	0.00		8,000.00		8,000.00	500.00	6.25
250-000-883.000	COMMUNITY IMPROVEMENT GRANTS	0.00		40,000.00		40,000.00	0.00	0.00
250-000-900.000	PRINTING & PUBLISHING	0.00		500.00		500.00	0.00	0.00
250-000-915.000	MEMBERSHIP & DUES	0.00		400.00		400.00	0.00	0.00
250-000-955.000	MISC.	0.00		100.00		100.00	0.00	0.00
250-000-967.000	CONTRIBUTIONS TO ROAD COMMISSION	0.00		40,000.00		40,000.00	0.00	0.00
Total Dept 000 - NONE		2,867.50		104,020.00		104,020.00	6,500.00	6.25
Dept 336 - FIRE DEPARTMENT								
250-336-830.000	PUBLIC SAFETY - FIRE PROTECTION	0.00		64,000.00		64,000.00	0.00	0.00
Total Dept 336 - FIRE DEPARTMENT		0.00		64,000.00		64,000.00	0.00	0.00
Dept 728 - ECONOMIC DEVELOPMENT								
250-728-940.000	LEASE/RENT	325.00		175.00		175.00	0.00	0.00
Total Dept 728 - ECONOMIC DEVELOPMENT		325.00		175.00		175.00	0.00	0.00
TOTAL EXPENDITURES		3,192.50		168,195.00		168,195.00	6,500.00	3.86
Fund 250 - WEST DDA FUND:								
TOTAL REVENUES		579.47		417,820.00		417,820.00	1,981.15	0.47
TOTAL EXPENDITURES		3,192.50		168,195.00		168,195.00	6,500.00	3.86
NET OF REVENUES & EXPENDITURES		(2,613.03)		249,625.00		249,625.00	(4,518.85)	1.81

Fund 248 EAST DDA FUND

GL Number	Description	Balance
*** Assets ***		
248-000-001.000	CASH	7,266.26
248-000-002.000	SAVINGS	800,456.10
248-000-003.001	CERTIFICATE OF DEPOSIT	1,039,477.16
248-000-128.000	ASSETS HELD FOR SALE	5,106.31
Total Assets		1,852,305.83
*** Liabilities ***		
248-000-202.000	ACCOUNTS PAYABLE	2,346.00
Total Liabilities		2,346.00
*** Fund Balance ***		
248-000-370.379	RESTRICTED FUND BALANCE	1,550,906.32
Total Fund Balance		1,550,906.32
Beginning Fund Balance - 2022		1,550,906.32
Net of Revenues VS Expenditures - 2022		310,385.53
*2022 End FB/2023 Beg FB		1,861,291.85
Net of Revenues VS Expenditures - Current Year		(11,332.02)
Ending Fund Balance		1,849,959.83
Total Liabilities And Fund Balance		1,852,305.83

* Year Not Closed

Fund 250 WEST DDA FUND

GL Number	Description	Balance
*** Assets ***		
250-000-001.000	CASH	4,980.02
250-000-002.000	SAVINGS	183,759.02
250-000-002.001	SHARES	53.70
250-000-003.001	CERTIFICATE OF DEPOSIT	639,661.18
Total Assets		828,453.92
*** Liabilities ***		
250-000-202.000	ACCOUNTS PAYABLE	2,000.00
Total Liabilities		2,000.00
*** Fund Balance ***		
250-000-370.379	RESTRICTED FUND BALANCE	1,474,497.80
Total Fund Balance		1,474,497.80
Beginning Fund Balance - 2022		1,474,497.80
Net of Revenues VS Expenditures - 2022		(643,525.03)
*2022 End FB/2023 Beg FB		830,972.77
Net of Revenues VS Expenditures - Current Year		(4,518.85)
Ending Fund Balance		826,453.92
Total Liabilities And Fund Balance		828,453.92

* Year Not Closed

Board Expiration Dates

Planning Commission Board Members (9 Members) 3 year term			
#	F Name	L Name	Expiration Date
1-BOT Representative	James	Thering	11/20/2024
2-Chair	Phil	Squatrito	2/15/2026
3-Vice Chair	Ryan	Buckley	2/15/2025
4-Secretary	Doug	LaBelle II	2/15/2025
5 - Vice Secretary	Tera	Albrecht	2/15/2024
6	Stan	Shingles	2/15/2024
7	Paul	Gross	2/15/2025
8	Nivia	McDonald	2/15/2026
9	Jessica	Lapp	2/15/2026
Zoning Board of Appeals Members (5 Members, 2 Alternates) 3 year term			
#	F Name	L Name	Expiration Date
1- PC Rep	Ryan	Buckley	2/15/2025
2 -	Richard	Barz	12/31/2025
3 -	Liz	Presnell	12/31/2025
4 -	Brandon	LaBelle	12/31/2023
5 -	Eric	Loose	12/31/2024
Alt. #1	David	Coyne	12/31/2024
Alt #2 (BOT Representative)	Jeff	Brown	11/20/2024
Board of Review (3 Members) 2 year term			
#	F Name	L Name	Expiration Date
1	Doug	LaBelle II	12/31/2024
2	Sarvjit	Chowdhary	12/31/2024
3	Bryan	Neyer	12/31/2024
Alt #1	Randy	Golden	12/31/2024
Construction Board of Appeals (3 Members) 2 year term			
#	F Name	L Name	Expiration Date
1	Colin	Herren	12/31/2023
2	Joseph	Schafer	12/31/2023
3	Andy	Theisen	12/31/2023
Hannah's Bark Park Advisory Board (2 Members from Township) 2 year term			
1	Mark	Stuhldreher	12/31/2024
2	John	Dinse	12/31/2023
Chippewa River District Library Board 4 year term			
1	Ruth	Helwig	12/31/2023
2	Lynn	Laskowsky	12/31/2025



Board Expiration Dates

EDA Board Members (9 Members) 4 year term			
#	F Name	L Name	Expiration Date
1-BOT Representative	Bryan	Mielke	11/20/2024
2	Thomas	Kequom	4/14/2023
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