

**Notice of an Electronically Conducted
Regular Meeting of the Charter Township of Union
Board of Trustees**

Notice is hereby given that the Charter Township of Union Board of Trustees will conduct their regularly scheduled November 24, 2020 meeting electronically at 7:00 p.m., consistent with the emergency declarations and direction from state and county health officials to slow the spread of the COVID-19 virus and the Open Meetings Act (Public Act 267 of 1976, as amended).

There will be no in-person public attendance in the Township Hall Board Room (2010 S. Lincoln Rd., Mt. Pleasant, MI 48858), although some Board of Trustees members and Township staff may choose to participate from this location.

All interested persons may attend and participate. The public may participate in the meeting by computer and smart phone using the following link to the electronic meeting location: <https://us02web.zoom.us/j/87243116560?pwd=ZlIING8veFI0NGRSazBtNkITaHM4UT09> (Meeting ID Enter "872 4311 6560" Password enter "616232"). Access to the electronic meeting will open at 6:30 p.m. All participants will be placed in a virtual waiting room until the meeting moderator opens the meeting at 7:00 p.m.

To participate via telephone conference call, please call (312-626-6799). Enter "872 4311 6560" and the "#" sign at the "Meeting ID" prompt, and then enter "616232" at the "Password" prompt. Lastly, re-enter the "#" sign again at the "Participant ID" prompt to join the meeting.

The meeting agenda, packet of materials relating to the meeting, and instructions for connecting to the meeting electronically are available on the Township's website under "Minutes and Board Packets" at <http://www.uniontownshipmi.com/>.

Questions and comments will be received during the public comment sections of the meeting. For participants accessing via computer or smartphone to indicate a desire to address the Board of Trustees, please use the "Raise Your Hand" icon. First, click on the "Participants" button at the bottom center of the screen, and then click on the "Raise Your Hand" icon near the bottom right corner of the screen. To rise your hand for telephone dial-in participants, press *9. The Supervisor will call on you by the last three digits of your phone number to invite any comment, at which time you will be unmuted by the meeting moderator.

If there are a large number of participants, the Supervisor may choose to call on individuals by name or telephone number. Please speak clearly, and provide your name and address before making your comments. Please note that the meeting moderator will control the muting and unmuting of participants during public comment.

Written comments to the Board of Trustees may also be delivered to the drop box at the Township Hall. Comments received prior to 3:00 p.m. on 11/24/20 will be read aloud to the Board of Trustees.

Persons with disabilities needing assistance to participate should call the Township office at (989) 772-4600. Persons requiring speech or hearing assistance may 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.

Instructions to Participate in an Electronically Conducted Regular Meeting of the Charter Township of Union Board of Trustees

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"Raise Your Hand" for Citizen Participation During the Public Comment Periods

Questions and comments will be received during the public comment sections of the meeting. For participants accessing via computer or smartphone to indicate a desire to address the Board of Trustees, please use the "Raise Your Hand" icon. **First, click on the "Participants" icon** at the bottom of your screen. **Next, click on the "Raise Your Hand" icon** near the bottom right corner of the screen.



Step 1 Step 2

Click "Lower Hand" to lower it if needed. If you are accessing via computer, you can also use the Alt+Y (Windows) or Option+Y (Apple) to raise or lower your hand. The host will be notified that you've raised your hand. The Mute/Unmute function will be controlled by the meeting moderator.

To rise your hand for telephone dial-in participants, press *9. The Supervisor will call on you by the last three digits of your phone number to invite any comment, at which time you will be unmuted by the meeting moderator.

Can I Use Bluetooth Headset? Yes, as long as the Bluetooth device is compatible with the computer or mobile device that you are using.

Do I have to have a webcam to join on Zoom? While you are not required to have a webcam to join a Zoom Meeting, you will not be able to transmit video of yourself. You will continue to be able to listen and speak during public comment, and view the webcam video of other participants.

Leaving the Meeting: Click the "Leave Meeting" link at the bottom of the screen at any time to leave the meeting.



BOARD OF TRUSTEES
Regular Meeting
November 24, 2020
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
 - A. McGuirk Special Assessment Public Hearing
 - B. FY 2021 Budget Public Hearing
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. REPORTS/BOARD COMMENTS
 - A. Current List of Boards and Commissions – Appointments as needed
 1. Board of Trustees Planning Commission Representative
 2. Board of Trustees EDA Representative
 3. Re-appoint alternate Randy Golden to the Board of Review with term expiring 12/31/2022
 4. Boards and Commissions Application – Brian Smith
 5. Boards and Commissions Application – Jessica Lapp
 - B. November Monthly Activity Report
 - C. Planning Commission and ZBA updates by Community and Economic Development Director
 1. 2020 Planning Commission Annual Report to the Board of Trustees
 - D. Board Member Reports
9. CONSENT AGENDA
 - A. Communications
 - B. Minutes – November 10, 2020 – Regular Meeting
 - C. Minutes – November 10, 2020 – Special Meeting
 - D. Accounts Payable
 - E. Payroll
 - F. Meeting Pay
 - G. Fire Reports

10. NEW BUSINESS

- A. Discussion/Action: (Smith) Deny the request to waive the quarterly water bill penalty for P & Q Properties irrigation system located at 2853 Health Parkway account number 04282
- B. Discussion/Action: (Stuhldreher) To introduce and conduct a First Reading for the proposed new Tax Exemption Ordinance
- C. Discussion/Action: (Stuhldreher) Board approval of the FY 2020 Budget Amendment No. 2 for the General fund, Fire Fund, Tribal 2% Fund, East DDA Fund, West DDA Fund, Sewer Fund and Water Fund

11. 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)

12. MANAGER COMMENTS

13. FINAL BOARD MEMBER COMMENT

14. CLOSED SESSION

15. ADJOURNMENT

Board Expiration Dates

Planning Commission Board Members (9 Members) 3 year term			
#	F Name	L Name	Expiration Date
1-BOT Representative	Lisa	Cody	11/20/2020
2-Chair	Phil	Squattrito	2/15/2023
3-Vice Chair	Ryan	Buckley	2/15/2022
4-Secretary	Alex	Fuller	2/15/2023
5-Vice Secretary	Mike	Darin	2/15/2022
6	Stan	Shingles	2/15/2021
7	vacant seat		2/15/2020
8	vacant seat		2/15/2021
9	Doug	LaBelle II	2/15/2022
Zoning Board of Appeals Members (5 Members, 2 Alternates) 3 year term			
#	F Name	L Name	Expiration Date
1- PC Rep	Ryan	Buckley	2/18/2021
2 - Chair	Andy	Theisen	12/31/2022
3 - Vice Chair	Liz	Presnell	12/31/2022
4 - Secretary	Taylor	Sheahan-Stahl	12/31/2021
5 - Vice Secretary	Judy	Lannen	12/31/2022
Alt. #1	Brandon	LaBelle	12/31/2022
Alt. #2	Jim	Engler	2/15/2021
Board of Review (3 Members) 2 year term			
#	F Name	L Name	Expiration Date
1	Doug	LaBelle II	12/31/2022
2	vacant seat		12/31/2020
3	Bryan	Neyer	12/31/2022
Alt #1	Randy	Golden	1/25/2021
Citizens Task Force on Sustainability (4 Members) 2 year term			
#	F Name	L Name	Expiration Date
1	Don	Long	12/31/2020
2	Mike	Lyon	12/31/2020
3	vacant seat		12/31/2018
4-BOT Representative	vacant seat		11/20/2020
Construction Board of Appeals (3 Members) 2 year term			
#	F Name	L Name	Expiration Date
1	Colin	Herron	12/31/2021
2	Richard	Jakubiec	12/31/2021
3	Andy	Theisen	12/31/2021
Hannah's Bark Park Advisory Board (2 Members from Township) 2 year term			
1	Mark	Stuhldreher	12/31/2022
2	John	Dinse	12/31/2021
Chippewa River District Library Board 4 year term			
1	Ruth	Helwig	12/31/2023
2	Lynn	Laskowsky	12/31/2021



Board Expiration Dates

EDA Board Members (11 Members) 4 year term			
#	F Name	L Name	Expiration Date
1-BOT Representative			11/202024
2	Thomas	Kequom	4/14/2023
3	James	Zalud	4/14/2023
4	Richard	Barz	2/13/2021
5	Robert	Bacon	1/13/2023
6	Marty	Figg	6/22/2022
7	Sarvjit	Chowdhary	1/20/2022
8	Cheryl	Hunter	6/22/2023
9	Vance	Johnson	2/13/2021
10	Michael	Smith	2/13/2021
11	David	Coyne	3/26/2022
Mid Michigan Area Cable Consortium (2 Members)			
#	F Name	L Name	Expiration Date
1	Kim	Smith	12/31/2022
2	Vacant		
Cultural and Recreational Commission (1 seat from Township) 3 year term			
#	F Name	L Name	Expiration Date
1	Robert	Sommerville	12/31/2022
Sidewalks and Pathways Prioritization Committee (2 year term -PC Appointments)			
#	F Name	L Name	Expiration Date
1 - BOT Representative	Kimberly	Rice	11/20/2020
2 - PC Representative	Mike	Darin	8/15/2022
3 - Township Resident	Matt	Mertz	8/15/2021
4 - Township Resident	Jeremy	MacDonald	10/17/2022
5 - Member at large	vacant seat		8/15/2021

**APPOINTMENT TO BOARDS & COMMISSIONS
OF CHARTER TOWNSHIP OF UNION
APPLICATION**



Name: RANDALL J. GOLDEN Date: 10/28/20
Address: 2181 S. LINCOLN RD
Phone (home) _____ (cell) 959-289-4282 (work) _____
Email: R.GOLDEN@WINNIE.NET
Occupation: REAL ESTATE BROKER

Please State in order of preference, area(s) of interest:

_____	Zoning Board of Appeals	Must be a Union Township Resident
<u>✓</u> _____	Board of Review <u>ALT.</u>	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 _____ Property owner in East or West DDA _____ Resident in Union Township
_____	OTHER *Specify Board: _____	

Please state reason(s) for interest in above board(s):

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):

Signature: Randall J. Golden Date: 10/28/20

**APPOINTMENT TO BOARDS & COMMISSIONS
OF CHARTER TOWNSHIP OF UNION
APPLICATION**



Name: Brian Smith Date: 11-10-2020

Address: 2284 Sandstone Drive Mt. Pleasant MI 48858

Phone (home) _____ (cell) 989-330-4753 (work) _____

Email: bsalsmith@gmail.com

Occupation: Economic Development Director

Please State in order of preference, area(s) of interest:

_____	Zoning Board of Appeals	Must be a Union Township Resident
_____	Board of Review	Must be a Union Township Resident
<u>X</u>	Planning Commission	Must be a Union Township Resident
_____	EDA	Must meet one of the following qualifications: ____ Property owner in East or West DDA ____ Property owner in East or West DDA ____ Resident in Union Township
_____	OTHER *Specify Board: _____	

Please state reason(s) for interest in above board(s):

I want to continue to be an active member of this community by utilizing my experience and
knowledge on matters that come before the Township Planning Commission.

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):

Please see attached resume

Signature:  Date: 11-10-2020

BRIAN ALAN SMITH
2284 Sandstone Drive
Mount Pleasant, Michigan 48858
Cell: (989) 330-4753
Email: bsalsmith@gmail.com

EDUCATION

CENTRAL MICHIGAN UNIVERSITY, Mount Pleasant, Michigan
Master of Public Administration, August 2007
Bachelor of Science, May 2004

PROFESSIONAL EXPERIENCE

SAGINAW CHIPPEWA INDIAN TRIBE Mount Pleasant Michigan
Economic Development Director, January 2016 - Present

CHARTER TOWNSHIP OF UNION Mount Pleasant, Michigan
Township Manager, September 2009 – December 2015

GRATIOT COUNTY Ithaca, Michigan
County Administrator, May 2006 – September 2009

SOARING EAGLE CASINO AND RESORT Mount Pleasant, Michigan
Casino Administrator, February 2001 – May 2006

CURRENT AFFILIATIONS

Arenac County Economic Development Corporation Board of Directors

East Michigan Council of Governments

Mid-Michigan Development Corporation Board of Directors

Great Lakes Bay Regional Alliance Institute for Leaders

PREVIOUS AFFILIATIONS

Treasurer Gratiot Geographic Information System (GIS) Authority

Vice President of Sacred Heart Academy School Board

Chairperson Cultural and Recreational Commission of Isabella County

Great Lakes Bay Region Business Attraction Board

Greater Gratiot Development Corporation Board of Directors

Michigan Local Government Managers Association

Greater Mt. Pleasant Area Non-motorized Plan – Steering Committee

Gratiot Area Chamber of Commerce

**APPOINTMENT TO BOARDS & COMMISSIONS
OF CHARTER TOWNSHIP OF UNION
APPLICATION**



Name: Jessica Lapp Date: 11/16/2020

Address: 2113 McDonald Drive, Mount Pleasant, MI 48858

Phone (home) _____ (cell) 989-944-1163 (work) 989-774-4401

Email: jlapp500@yahoo.com

Occupation: Interdisciplinary Program Coordinator, Central Michigan University

Please State in order of preference, area(s) of interest:

<u> </u>	Zoning Board of Appeals	Must be a Union Township Resident
<u> </u>	Board of Review	Must be a Union Township Resident
<u> X </u>	Planning Commission	Must be a Union Township Resident
<u> </u>	EDA	Must meet one of the following qualifications: <u> </u> Property owner in East or West DDA <u> </u> Property owner in East or West DDA <u> </u> Resident in Union Township

 OTHER *Specify Board: _____

Please state reason(s) for interest in above board(s):

I'm interested in learning more about township administration through serving on a township board; I'm interested in
the Planning Commission specifically because of my interest in the long term plans for the township.

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):

My current position requires collaboration and I work well with people from a variety of backgrounds..
I can keep an open mind to try to balance residents' requests with township ordinances and policies.

Signature:  Date: 11-17-20

JESSICA W. LAPP

Home

2113 McDonald Drive
Mount Pleasant, MI 48858
989-944-1163 (cell)
jlapp500@yahoo.com

Office

CSE Dean's Office
Brooks 219
Central Michigan University
989-774-4401

Education:

1995
1986

M.A., University of Notre Dame, English
B.A., Goshen College, Major: English
Minor: Journalism

Employment:

**Interdisciplinary Program Coordinator, College of Science and Engineering,
Central Michigan University, Mount Pleasant, Michigan**
August 2008 - present

Responsibilities: Administrative coordinator initially for the Science of
Advanced Materials PhD Program and the Institute for Great Lakes Research;
additional responsibilities now include the Earth and Ecosystem Science PhD
Program and the Neuroscience Program

**Program Coordinator, Advanced Materials Research Initiative, College of
Science and Technology, Central Michigan University, Mount Pleasant,
Michigan**

March 2007 to August 2008

Responsibilities: Administrative coordinator for research initiative in materials
science, including the development of a new PhD program

**Instructor, English Department, Central Michigan University, Mount
Pleasant, Michigan**

August 2005 to May 2007

Responsibilities: Taught sections of English 101, 136 and 201

**Instructor, McNair Research Writing and Communication Seminar,
College of Graduate Studies, Central Michigan University, Mount Pleasant,
Michigan**

Spring Semesters: 2005-2007

Responsibilities: Led writing and communication seminar for students in the
Ronald E. McNair Post Baccalaureate Achievement Program, providing
instruction on research writing and culminating in the research proposal for the
summer research experience

Grant Consultant, Mount Pleasant, Michigan

August 2004 to present

Responsibilities: Independent contractor for grant proposal development

**Research and Program Officer, Office of Research and Sponsored
Programs, Central Michigan University, Mount Pleasant, Michigan**

August 1999 – March 2004

Responsibilities: Assisted with all aspects of proposal development and submission, processing of awards and grant management; assisted with development of policies and procedures related to proposal submission and grant management

Co-Instructor, MUS 597: External Funding for Arts Education, School of Music, Central Michigan University, Mount Pleasant, Michigan
June 16-18, 2003

Responsibilities: Team-taught course for music educators on funding sources for the arts. Co-instructor with Randy L'Hommedieu, Chair, School of Music.

Instructor, Ronald E. McNair Post Baccalaureate Achievement Program, Central Michigan University, Mount Pleasant, Michigan
May to June 2000

Responsibilities: Taught Research Writing Course for students participating in this federally funded program to prepare underrepresented and first generation, low-income students for graduate studies

Instructor, English Department, Central Michigan University, Mount Pleasant, Michigan

August 1998 to May 1999

Responsibilities: Taught two sections of English Composition in fall semester 1998, tutored six students in writing skills during fall and spring semesters

Assistant Professor of English, Goshen College, Goshen, Indiana
July 1995 to June 1997

Responsibilities: Taught a variety of courses in composition and literature, including Expository Writing, Romanticism and Criticism, Major Author: Toni Morrison, International Literature, American Literature Survey. Departmental duties included advising incoming first-year students and English majors, developing curricula for shared courses, chairing publications board for the Pinchpenny Press

Department Chairperson: Dr. Ervin Beck

Sales Assistant, Little Professor Book Center, Durham, NC
September 1994 to July 1995

Instructor, University of Notre Dame, Notre Dame, Indiana
Fall 1992 to Spring 1994

Responsibilities: Taught four sections of Freshman Composition and Literature
Freshman Writing Program Director: Dr. Edward Kline

Teaching Assistant, University of Notre Dame, Notre Dame, Indiana
August 1991 to May 1992

Responsibilities: Served as the teaching assistant to the upper level survey course, American Literary Traditions, assisting with lectures and grading assignments

Supervising Professors: Dr. Jacqueline Vaught Brogan
Dr. Robert Slabey

Research Assistant, University of Notre Dame, Notre Dame, Indiana
Spring 1991

**English Teacher, Lancaster Mennonite High School, Lancaster,
Pennsylvania**

August 1986 to June 1990

Responsibilities: Full time teaching of a variety of classes; Adviser to the *Laurel Wreath*, the school yearbook from August 1987 to June 1990

Principal: J. Richard Thomas

**Administrative Assistant, East Asia Desk, Mennonite Central Committee,
Akron, Pennsylvania**

June 1988 to August 1988

Program Directors: Earl Martin and Pat Hostetter Martin

**Current Public
Appointments**

Advisory Board, Isabella County Commission on Aging
January 2019 – December 2021

Sex Education Advisory Panel, Mount Pleasant Public Schools
September 2019 – August 2022

Charter Township of Union

To: Board of Trustees
From: Mark Stuhldreher, Township Manager/*MDS*
Date: November 19, 2020
Re: November Monthly Activity Report

Attached is the monthly activity report for November.

The intent of the report is to provide the Board, the organization and the community with a more complete understanding of what the organization accomplishes throughout the month. It contains both routine and non-routine activities. The format is intended to reflect activities completed from the prior month and activities planned for the current month and to tie those activities to the “Ends” that are articulated in the Policy Governance Document. It is segregated by department.



Monthly Activity Report

From: Township Manager

To: Board of Trustees

Month/Year: November 2020

Global Ends

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

Prior Month Activities

Township Manager

- Provided direction, support and advice to the organization as the departmental activities listed below, which advance the accomplishment of the Ends, were executed
- Held several recurring 1:1 meetings with staff and group staff meetings via zoom
- Attended the virtual monthly Middle Michigan Development Corp Board, Emergency Operation Center and several internal Board/Commission/Authority meetings during the month.
- Viewed various webinars related to COVID-19 directly and the potential impacts on municipal finances, FEMA public assistance programs; and Governor press conferences
- Continued addressing operational changes resulting from revoked Executive Orders and MDHHS and MIOSHA issued orders related to the pandemic
- Spoke with several citizens and others and regarding a variety of issues
- Coordinating with the Township Clerk, worked on programs for handling election day voting logistic, especially as it relates to anticipated increase in absentee voting.
- Coordinated with Treasurer and staff regarding winter tax billing process
- Attended Leadership web-based conference sponsored by Mid-Michigan College which featured six globally influential experts designed to help leaders amplify their impact as a leader and create positive shifts that ripple out beyond our role and network
- Attended Unemployment Insurance Agency hearing regarding an employee's appeal of a denial of claim
- Prepared for anticipated changes in Board composition resulting from Nov. election

- Attend School Board and City Commission meeting as they considered approval of Recreation Authority Articles of Incorporation

Finance Department

1.1 Community well-being and the common good

- Run updates on each BS&A software module twice per month: PR, CR, AP, GL, TAX, DPP, SA, UB BD, ASG, PO, FI
- Work on Budget Amendment #2 for 2020
- Prepare refunds for Summer tax overpayments
- Prepare and mail reminder tax due notices for Summer tax
- Review mobile home tax collections for timeliness
- Disburse mobile home taxes collected in the 3rd quarter
- Continue to train new Accounting Specialist-941 filing etc.
- Reconcile bank CD balances to the general ledger
- Prepare spreadsheet to calculate annual streetlighting costs in the subdivision neighborhoods for allocation on the upcoming tax bills
- Reconcile 10 bank statements and scan in BS&A for future reference
- Post any online payments made to the general ledger
- Meet with Manager, Treasurer, and Assessing departments to be sure the tax bill issuance runs smoothly and that everyone is on the same page
- Work with 44North on benefits open enrollment for employees
- Prepare check registers and financial reports required for the monthly EDA board meeting
- Schedule onsite BS&A training/set up for new Zoning/Building Department fees in January

Community and Economic Development Department

1.2/1.3/1.6 Prosperity through economic diversity, cultural diversity, and social diversity/Safety/Commerce

Economic Development Activities (1.2, 1.6):

- The Community and Economic Development Director continued to work with the MDOT engineer and contractor to ensure that lighting under the US-127 overpass removed for the bridge reconstruction project is replaced (the Director previously confirmed that the original fixtures were in a deteriorated condition not suitable for re-use). Replacement light fixtures, as authorized by the EDA Board during their August meeting, are on order and are scheduled to be installed by the MDOT contractor in November.
- The Community and Economic Development Director conducted an initial inspection on 10/29/2020 of the MDOT contractor's repairs to the decorative stonework under and around the US-127 overpass, which was damaged during the bridge reconstruction project. The repair work was found to be substandard and unacceptable - the wall was not restored to its pre-construction condition. The MDOT representative and their contractor were notified of the deficiencies and an on-site meeting is planned for early November.
- The Community and Economic Development Director wrapped up monitoring of Wilson Lawncare's mowing activities along the Pickard Rd. corridor.
- Larry Sommer identified a half-dozen non-working streetlights along the E. Pickard Rd. corridor, which were submitted with a work order to Block Electric for correction.

- The Community and Economic Development Director prepared a new service agreement for Doug's Small Engine Repair to continue to provide sidewalk snowplowing services along the E. Pickard Rd. corridor in the East DDA District, consistent with the EDA Board's authorization during their October meeting. The service agreement includes a three-year commitment from the contractor to maintain the same rate as the Township paid for services in 2019-2020. The service agreement has been signed and is in effect.
- The Community and Economic Development Director prepared a new service agreement for Mid-Michigan Industries (MMI) to continue to provide seasonal and holiday cleaning services under an updated rate schedule along the E. Pickard Rd. corridor in the East DDA District, consistent with the EDA Board's authorization during their October meeting. The service agreement has been signed and is in effect.
- The Community and Economic Development Director prepared a service agreement for CIB Planning, Inc., the consulting firms selected by the EDA Board during their October meeting to update the East and West DDA Development/Tax Increment Financing Plans. The service agreement has been signed and the project has been initiated.
- The Community and Economic Development Director attended the 10/2/2020 open house and ribbon cutting ceremony for the renovated Summerhill Village Mobile Home Park, which provided an opportunity to acknowledge the new owner's progress with property improvement efforts.
- The Community and Economic Development Director updated the Middle Michigan Development Corporation's leadership regarding potential changes for some area businesses and discussed potential ways the MMDC and the Township may be able to provide support.
- The final special EDA informational meeting required in 2020 by Public Act 57 of 2018 was held on 10/27/2020 as an electronic meeting.
- The Community and Economic Development Director participated in the Michigan Economic Developers Association Annual Meeting, held remotely via video conferencing on October 20-21, 2020, and in a follow up networking session with MEDA leaders and members via Zoom on October 29, 2020.
- The Community and Economic Development Director and Rental Inspector attended the virtual Ripple Effect leadership training sessions sponsored by Mid-Michigan College.
- The Community and Economic Development Director met with county Road Commission staff and contacted the local Michigan Department of Transportation representative to begin discussion of potential 2021 sidewalk construction projects along the Remus Road (M-20) and S. Lincoln Rd. corridors in the West DDA District.

Building Services (1.1, 1.3):

- The Building Official and building services staff provided the following services:
 - 31 Inspections
 - 3 Plan Review
 - 30 Permits issued
 - 6 Final Certificates of Occupancy
 - Follow up phone calls
 - Start of Coyne new residential
 - Start of Paul new residential
 - Start of Rosewood Health Addition
 - Issued Grading Permits for Rosewood Health Parking Area, D. Clare Services & McGuirk's
 - Updated Building Department Page on Union Township website

Rental Inspection Services (1.1, 1.2, 1.3, 1.4):

- The Rental Inspector is continuing to implement a modified inspection protocol for 2020 subject to necessary safety precautions consistent with the Township's COVID 19 Response Plan.
- Site visits with inspections or re-inspections at residential complexes, hotels, various single-family units, and other regulated premises (approx. 49 units).
- Fielded concerns and questions about the rental program in the Township from the community, potential/current landlords, and tenants. Many from landlords/ managers wondering about how inspections will continue. Understanding of the limits and working with us.
- Investigation of rentals with blight/grass/neighbor/parent concern issue complaints.
- The Rental Inspector referred potential ordinance enforcement issues observed to the Building Official and Zoning Administrator for review and action (grass, construction, working without permit) (Zoning: blight (discussion), potential pot operation (no action observed yet), Building: roofing permit, siding permit, (4).
- Inspections on apartment complex (fire alarm and sprinkle report reviews) and various single-family units
- Expired certificate scheduling.
- Contacts with local inspectors, enforcement, and fire personal. Set up a remote electronic meeting for all.
- Working through tenant complaints, working with both parties to get relief.
- Rental unit billing complete, only item left is a late fee on one address.
- Sharing with contacts about our updated Rental Housing Information webpage.
- Attended NMCOA training.

Zoning Administration Activities (1.1):

- The Community and Economic Development Director, Zoning Administrator, and some Planning Commission members participated in the Michigan Association of Planning's Annual Conference training sessions, which were held remotely via video conferencing on October 7-9, 2020.
- Ongoing implementation of the new Township Zoning Ordinance No. 20-06.
- The Community and Economic Development Director and Zoning Administrator participated in a virtual meeting with Grayling Investment LLC for the proposed Dunkin Donuts/Marathon filling station development on S. Isabella Road at E. Broomfield Rd. to discuss the Township's land development approval procedures and the new Zoning Ordinance.
- The Zoning Administrator also provided the following services:
 - (12) Zoning review approval letters for building permit applications
 - Met with farmer about possible outdoor farmer market retail sales project.
 - PSPR 20-10 Mister Car Wash Administrative site plan for new Dumpster enclosure location.
 - (1) Temporary zoning permit for outdoor sales for Costco membership applications.

Ordinance Enforcement Activities (1.1):

- 3046 Jen's Way (West Wood Condominium) – complaint about multiple trucks displayed for sale on a vacant commercial lot. Owner notified of requirement for outdoor dealership site plan approval. A follow up site visit and final notice of violation will be issued if the vehicles are not removed.
- 5500 E. Pickard Rd. (Quality Inn) – complaint about a large shipping container unlawfully installed as a storage unit on the east side of the parcel within the setback area and across an access easement. The hotel management has been notified of the violation. A formal notice of violation will be issued if the container is not removed.

- 5771 E. Remus Rd. - Complaint of Commercial Busing operation on a residential lot. Owner has removed the buses that were unlawfully stored on the property. Issue resolved.
- 1565 S. Park Place (Malley Construction) – site plan violation. A site plan required for storage lot expansion located on Park Place. Grading of nearby property without permits found after inspection. Owner has submitted a site plan for the project. Issue resolved.
- 4941 E. Valley Rd. Tall grass complaint. Letter sent; no reply given from owner. Work order sent and lawn mowed by All Seasons. Issue resolved.
- 2005 S. Lincoln Rd - Complaint of couch located at sitting outside. Two door knocker notices left on owners' door. No response, but couch removed before ticket issued. Issue resolved.
- 954 E. Remus Rd. (Green Scene Landscaping). Notice sent to owner. Met with Owner over ZOOM. Owner has contracted with CMS&D for a site plan to correct non-compliance regarding parking lot improvements and grading changes.
- 5121 Silverberry Dr. - Complaint of automobile repair shop operation on a residential lot. Owner in violation has agreed to a timeline for corrective action, which is in process.
- 4935 E. Valley Rd. Unlawful or dilapidated accessory buildings and junk vehicles still on-site. In response to a civil infraction notice, the owner agreed to a timeline to have certain accessory structures and vehicles removed, which is in process.
- 5116 Kay St. trailers and remaining junk items. Final notice. Only large camper RV remains along with smaller junk items such as tires. All other vehicles have been removed.
- 1546 E. River Rd. - Removal of Junk Vehicles. Owner partially complied with notice of violation. Still pending final compliance.
- 3841 Green Acre Dr. - Complaint of junk vehicles and number of household pets. Partially complied with order for corrective action. Pending final compliance.

Planning Commission Activities (1.1):

- Special meeting scheduled for 10/8/2020 in response to requests from two (2) different developers had to be cancelled due to the Michigan Supreme Court's decision to invalidate the Governor's emergency declarations and executive orders authorizing electronic meetings. These items were rescheduled to the regular 10/20/2020 meeting. Refunding of the special meeting fees is in process.
- During their regular October 20, 2020 meeting, the Planning Commission:
 - Approved PSPR 20-08 and 20-09 site plans for an expanded medical office and parking area lot on Rosewood Dr. north of E. Broadway St., subject to several conditions.
 - Approved PSPR 20-11 and 20-12 site plans for commercial office building additions and proposed extension of the Jen's Way private road in the West Wood Condominium development on Remus Rd. west of S. Lincoln Rd., subject to several conditions.
 - Discussed the Master Plan goals and plan implementation priorities, with a focus on action items under the topic areas of housing, non-motorized transportation, and access management.
- A site plan application for a small farmer's market outdoor sales area at Bud St. and S. Isabella Rd. was withdrawn by the applicant.

Zoning Board of Appeals Activities (1.1):

- October meeting cancelled due to lack of authority for electronic meetings. The training session on the new Zoning Ordinance was rescheduled for November.

Sidewalk and Pathways Prioritization Committee Activities 1.1, 1.4):

- The Sidewalk and Pathways Prioritization Committee members met on 10/5/2020. The 2021 meeting schedule was adopted and initial discussion of longer term and regional priorities for sidewalk and pathway connections took place.

Other Activities (1.1):

- The Community and Economic Development Director attended the quarterly meeting of the Cultural and Recreational Commission of Isabella County, held at the Morey Courts facility.
- The Community and Economic Development Director worked in conjunction with the Township Attorney to prepare an updated Municipal Ordinance Violations Bureau Ordinance for Board of Trustees consideration.
- The Community and Economic Development Director compiled and forwarded a set of the adopted general ordinances and ordinance amendments to the Municipal Code Corporation (Municode) with a request for codification and posting on the Municode website for public viewing.
- The Community and Economic Development Director initiated an evaluation of the Township's low-income housing properties and existing tax exemption ordinances and payment in lieu of taxes (PILOT) requirements and procedures per the Manager's request to improve oversight, coordination with MSHDA and property managers, and verification of continuing eligibility.
- The Community and Economic Development Department received, processed, and responded in a timely manner to one (1) Freedom of Information Act requests during the month.
- Quit claim deed received from the county for ownership of 5243 Jonathon Lane property. Green's Towing was called in to remove an abandoned vehicle from the front yard. The main door was secured with a new latch and lock. The Community and Economic Development Director is evaluating options for removal of the dilapidated dwelling and associated foundation and utilities, and is making plans for an outreach to the neighbors regarding installation of fencing and a sidewalk pedestrian connection to Kay St

Public Services Department

- 1.1 Community well-being and the common good
 - Jameson Hall Rental – closed during October 2020 in response to COVID-19
 - Processed (5) ACH Request
 - Processed (23) Transfers of Service/Final Bills
 - Prepared (1) Misc. Invoice – Alwood Nursery
 - Received/Processed (396) miscellaneous service request/work orders/phone calls/general inquiry /billing inquiries/emails
 - Water turn-on/off request throughout township
 - Prepared (2) cost estimates/permits for new residential/commercial water and sewer services
 - Prepared and coded department credit card statements/bills
 - Worked on SAW Grant Rate Methodology Plan and Resolution with State of Michigan and Township Attorney – Prepared RFBA for October Agenda
- 1.3 Safety, 1.4 Health, 1.5 Natural Environment
 - General cleaning, maintenance, and groundskeeping of all facilities
 - Tested all pump station alarms (monthly operation and maintenance)
 - (230) Miss Dig underground markings completed throughout Township
 - Daily water plant reads, and tri-weekly backwashing completed

- Monthly MOR submitted to EGLE – along with 22 monthly distribution system water sample results
- Monthly maintenance of chlorine injectors and pump tubes
- Continued EPA UCMR water samples logged on EPA UCMR on-line portal
- Trenched 2” discharge line from backwash lagoon to roadside ditch at Meridian Well Site
- Repaired water main break on Lincoln Rd. north of Township Hall
- Prepared boil water notice and distributed to EGLE, CMDHD, EOC, local media outlets – responded to hundreds of customer phone calls regarding water main break and boil water (assisted by Jennifer Loveberry & Amy Peak)
- Conducted sampling of township water distribution system in response to water main break and lifted boil water order after receipt of negative bacti samples
- Flushed and pumped down all fire hydrants in the Township – 724 hydrants
- Worked with Perceptive Controls on completing the alarming and controls at pump stations 11,13,14,17,18,19
- New 480/277 three phase power and meter socket installed at pump station # 9 – worked with Consumers Energy & Block Electric to complete work
- Plumbers Environmental began the lining of sixteen (16) sanitary sewer manholes on the north end of the township - as of this report they have three more to complete
- Attended AWWA Fall Regional Meeting electronically – Kim Smith, Shawn McBride, John Bebow, Mike Dearing, Mark Rockafellow
- Assisted Perceptive Controls with wiring dry well flood, generator run, and level transmitter at Pump Station # 14
- Attended joint meet with MDOT and discussed the possible conflict with Pump Station # 6 force main that is in the area of Mission & Broomfield – MDOT traffic light project
- Replaced broken manhole cover in Michigan Pipe & Valve’s parking lot
- Reviewed water and sewer blueprints for Dunkin Donuts/ Gas Station project and completed review letter
- Repaired building heater at Pump Station #2
- Completed temporary repair on 12” sanitary sewer force main cleanout located in right-of-way of US 127 north of Broomfield
- Installed new 2” flushing fire hydrant at WWTP
- Assembled PPE stations and installed ballot box at the Township Hall - Elections
- Turned water off and winterized all Township parks facilities
- Installed 2” fire hydrant on water main coming from well #11 at Isabella Water Treatment Plant
- Moved election equipment to Jameson Hall and installed hand sanitizing dispensers on PPE stands - Elections
- Brush hogged all cross-country sanitary sewer easements
- Checked anti-freeze levels on all Public Works equipment, vehicles, parks equipment, thirteen (13) stationary generators, and five (5) trailer generators
- Performed flow test with Fire Department at Jamestown on Isabella Road and River Road in front of Delfield – customer requests
- WWTP, Water, & Sewer- worked with Perceptive Controls on Ignition/Opto22 software change over (ongoing project)
- Pre-bid walk through meeting held for Jameson Park upgrade project – six general contractors attended
- 4-Hacks River Rd. water and sewer installation inspections, samples, pressure test of main lines – inspections completed by Gourdie Frasier
- Department review and approval of three (3) site plans and one (1) building permit

- GIS - Added the new 2020 high-resolution 6" orthophotography to Union Township's GIS and began work on the QC necessary to verify the quality of the imagery.
- GIS - Created an updated water and sewer map for inclusion in newly elected Township official's information packet.
- GIS - Worked with the Community and Economic Development Director to gather GIS data and project files needed to maintain the Master Plan's growth boundary and future land use maps.
- GIS - Worked with the Community and Economic Development Director to update the official Zoning Map to reflect the set of zoning map amendments that went into effect on September 21, 2020.
- GIS - Created a map for a boil-water notice highlighting the areas affected by a water main break on Lincoln north of Pickard.
- GIS - Completed a project which involved working with the Assessor to help resolve a parcel-count discrepancy, using GIS layers and a DDA/LDFA Assessing Report to identify GIS parcels within each DDA District not listed as such in BS&A Assessing.
- GIS - Created a map for the Zoning Administrator to verify the dimensions of a split-zoning parcel on Isabella Road.
- MISS DIG Design Tickets: In response to two design tickets, provided water and sewer drawings and records to (1) Fleis & VandenBrink Engineering (Northwest corner of Pickard and Summerton) and (2) Rowe Professional Services (Consumers Energy site on the south side of Pickard between Enterprise and Summerton).
- WWTP - Update Plant control system inventory - Ongoing
- WWTP - Screw Pump #3 installation - Ongoing (pump installed, grouting and wiring complete)
- WWTP - Collected 4th quarter mercury sampling of final effluent
- WWTP - Collected 2nd round of mercury sampling of collection system for Mercury Minimization Program
- WWTP - Replaced 6" decant plug valve storage tank #1
- WWTP - Cleaned UV Bulbs
- WWTP - Winterized Tertiary Filter
- WWTP - Cleared Brush and trees from around fence of the outside perimeter of plant
- WWTP - Received results from EPA DMR QC Study (Lab Check) all results Acceptable
- WWTP - Completed and submitted Biosolids Annual Reports (EPA/EGLE)
- WWTP - Collection System H₂S Monitoring
- WWTP - Installed flow meter in piping for lab still
- WWTP - Routine plant maintenance
- Hach DR3000 Spectrophotometer sent in for service.
- County electrical inspection - Meridian Well Site.
- Deerfield tank yearly winterization inspection plugged in heater, and pumped tank pit
- EGLE Sanitary Survey Inspection completed.
- Flushed fire hydrants on Third Street worked with Holiday Inn on dirty water complaint.
- Worked with Peerless Midwest and Isabella Corporation to complete final tie in of Well # 11.
- PFAS sampling completed at Mission, Isabella, and Meridian well sites.
- 4-Hacks 8" water main installation project – bulk water meter provided
- EGLE 2020 monitoring sample meeting.
- Removed brush and trees under power line, and around 500K storage tank at Isabella Well Site.
- Completed water tower inspections/reports with Dixon Engineering for EGLE Sanitary Survey.
- Installed pressure gauge on hydrant at end of Carter street (monitored pressure data) – customer complaint low water pressure – 80 lbs of pressure on Township water main – changed customer

water meter in crawl space – advised customer to have water softener checked for regeneration issues and interior plumbing issues

- Lexington Ridge fire hydrant valve leaking - shut off 6" valve to hydrant – assisted property owner with procedure for boil water/hydrant valve repair
- Flushed Isabella Road hydrant, and River Road hydrant. (dirty water calls from residents)
- Reviewed blueprints for D-Clair project and prepared review letter.
- Cross Connection Program kickoff meeting held with Hydro Corp.
- Prepared customer cross connection, and backflow inspection information for population of cross connection program software.
- Installed new VFD drive for Well #11, added well to SCADA, and completed water samples – well is online and in use
- Flow test Isabella Road Commission Building – fire suppression system
- UIA Hearing participation
- 4 – Hacks on-site preconstruction meeting held
- Preparation and review of yearly water REU evaluation spreadsheet and updated yearly REU customer notice letter template.
- Jameson Park upgrade project bid advertisement completed
- Completed MPSC Franchise Entity Survey
- Completed McGuirk Estates Public Notice of Public Hearing #1 and mailing – forwarded to Township Clerk for completion of Affidavit of Mailing
- Completed RFBA Coyne Water Franchise Agreement
- Review of private sewer easement location for proposed Lincoln Road condo project
- Completed four sessions of Leadercast Ripple Effect seminar – via electronic link

Current Month Anticipated Activities

Township Manager

- Provide direction, support and advice to the organization as the activities listed below, which advance the accomplishment of the Ends, are executed
- Attend via virtual meetings, the monthly Middle Michigan Development Corp Board, Emergency Operation Center, Hannah's Bark Park Advisory Board, Chip River Master Plan Steering Committee, DDA Plan Rewrite Kick-off meeting and several internal Board/Commission/Authority meetings during the month.
- Significant time spent on all things COVID related to understand requirements/impacts from various Stater of MI department Orders and relief bills on operations, staff, facilities, etc.
- Continued development of a performance review program for organization to include 1) policy; 2) tool; 3) training for use
- Attend Inter-Governmental Liaison meeting
- Assisted Clerk and staff during November election efforts and with Treasurer and staff to continue winter tax billing planning efforts
- Continue preparing new Board of Trustees on-boarding activities for newly elected Trustees
- Submitted Mid-Michigan Aquatic Recreational Authority Articles of Incorporation to Secretary of State's Office
- Attended web based post-election webinar sponsored by MTA
- Hold all employee meeting

Finance Department

1.1 Community well-being and the common good

Community and Economic Development Department

1.2/1.3/1.6 Prosperity through economic diversity, cultural diversity, and social diversity/Safety/Commerce

Economic Development Activities:

- Follow up with BeGreen regarding updated service agreement.
- The Community and Economic Development Director will continue business retention contacts where possible under COVID19 restrictions.
- The Community and Economic Development Director is participating in a series of educational webinars about state and local environmental and land development policy priorities for water use, quality, and conservation.
- The Community and Economic Development Director and Zoning Administrator plans to meet again with Jacob Kain (City Planner) to continue discussion of possible options for solving a city-township boundary discrepancy identified by the U.S. Census Bureau and other planning-related issues of mutual interest.
- The Community and Economic Development Director will continue to maintain regular communication with Jim McBryde from the Middle Michigan Development Corporation and plans to meet with Doug Wallace, President of the Mt. Pleasant Area Chamber of Commerce to discuss economic development priorities.
- The Fall gateway banners at the M-20/US-127 interchange will be swapped out for Winter scenes.
- Holiday lighting will be installed on the streetlights along the E. Pickard Rd. corridor in the East DDA District.

Building Services (1.1, 1.3, 1.4, 1.6):

- Follow up phone calls.
- Continue to do site visits inspections, Issue permits, plan reviews.
- Continued progress at The Crossings on Broadway, Pleasant Ridge (Summerhill), Broadway Acres, Isabella Village Mobile Home Parks.
- Start of condos on Four Hacks Dr River Rd
- Start of renovations to Walmart Vision Center)
- Continued work on expired permit list
- Progress on McGuirk Mini Storage Buildings G & H, ICRC, Graff, Animal Health Associates, & Four Hacks Condos
- Start of D. Clare Building

Rental Inspection Services (1.1, 1.2, 1.3, 1.4):

- Investigate and follow up on any rental complaints as needed
- Schedule complexes, hotels, as well as other single-family units, starting into occupied units
- Follow-up inspections to verify correction of violations found on previous inspections
- Expired certificate scheduling as needed
- Site visits as needed for compliance or informational
- Attend NMCOA training

Zoning Administration Activities (1.1):

- The Community and Economic Development Director and Zoning Administrator will continue to work to raise awareness of procedural adjustments and other changes associated with the new Zoning Ordinance among local engineering and architectural firms and prospective applicants.
- The Zoning Administrator will continue to review and update PZE Process files in BS&A to ensure accuracy and completeness and of current and completed planning/zoning project files.
- Director and Zoning Administrator review of site plan, special use, and other development applications and preparation of staff reports for the Planning Commission regarding Zoning Ordinance compliance.
- Zoning Administrator review of site plan applications eligible for administrative approval.
- Zoning Administrator review of building permits for zoning compliance
- Zoning compliance letters
- Sign permits

Ordinance Enforcement Activities (1.1, 1.3, 1.4):

- Ordinance enforcement follows up on current matters and investigation of any new complaints.
- Issuance of requests for bids for clean-up of two blighted properties for which the Township previously received court authorization to proceed.
- 5297 S. Whiteville Rd. - stop work order issued for construction without required permit. Referred for Building Official review by the Fire Chief. The owner started construction of an agricultural building for processing/drying industrial hemp on the property without the required zoning permit. Building and electrical permits are not required under exemptions in the State Construction Code for agricultural buildings, but a zoning permit is still required to verify compliance with land use, height, setback, and related dimensional standards. The owner has been notified of the violation.
- 4957 E Valley Rd. (parcel #14-002-20-011-01) - Issuance of a civil infraction citation (court-action) for failure of Tolas Bros., Inc. to complete long-stalled demolition and site restoration work consistent with a Construction Board of Appeals order for demolition. Mr. Tolas failed to respond to efforts by the Building Official and Community and Economic Development Director to resolve the matter through expansion of his existing demolition permit activity on an adjacent parcel.
- Northeast corner of S. Lincoln Rd. and E. Broomfield Rd. – unlawful contractor’s storage yard and unlawful grading/fill activities without a grading permit. The owner claimed a “grandfathered” status as a legal nonconforming use, but an evaluation of available historical aerial photography confirmed that the use was initiated in violation of applicable zoning district requirements. A notice of violation is in process.

Planning Commission Activities:

- PREZ 20-03 zoning map amendment application to rezone property located on the corner of E. Broomfield Rd. and S. Isabella Rd. Current split zoned B-4/B-5. Rezoning request to all B-5.
- PSPR 20-15 Expansion of Construction outdoor storage yard located at 1565 S. Park Place.
- Continuation of Commission discussion of Master Plan implementation and review of the Action Plan elements of the Master Plan planned for the regular November meeting.

Zoning Board of Appeals Activities (1.1):

- Approve the annual report from the ZBA to the Planning Commission and staff-led training on the new Zoning Ordinance during the 11/4/2020 regular meeting.
- No applications were received by the deadline for the December meeting, so this meeting is expected to be cancelled.

Sidewalk and Pathways Prioritization Committee Activities (1.1, 1.2, 1.3, 1.4):

- No meeting in November. The next regular meeting of the committee is planned to be a joint meeting with the Planning Commission in January.

Other Activities:

- Planning – Preparation of an updated Master Plan for Parks and Recreation consistent with Michigan Dept. of Natural Resources (MDNR) eligibility requirements for state recreation grants
- The Community and Economic Development Director is holding regular meetings via Zoom with Jacob Kain (City Planner) to discuss land use planning and development issues of mutual interest or concern.

Public Services Department

1.1 Community well-being and the common good; 1.3 Safety, 1.4 Health, 1.5 Natural Environment

- Raise sanitary sewer manhole on Remus Road across from the Oaks Subdivision and at the west entrance of The Reserve
- Replace interior components and install new fire hydrant head at intersection of Isabella & Crosslanes (parts delivered 11-2-2020)
- WWTP - Screw Pump #3 installation (grout curing process, Scada system testing)
- WWTP - Rebuild WAS/RAS pump plug valves
- WWTP - Repair air scour solenoid valve on de-gritter
- WWTP - Work with Preceptive Controls on Ignition/Opto22 software change over and add screw pump # 3 to SCADA
- WWTP - Winterize/store lawn equipment
- WWTP - Service snow removal equipment
- WWTP - Collection System H₂S monitoring
- WWTP - Operator training (Class C - WWTP Exam)
- WWTP - COVID-19 sanitary sewer sample testing/tracing in cooperation with CMU and CMDHD
- WWTP will be featured in upcoming issue of MWEA Magazine – tour/interview at WWTP with Mike Dearing WWTP Superintendent

Future Board of Trustee Meeting Agenda Items

- McGuirk SA - hold Public Hearing
- McGuirk Estates Paving District Resolution #3
- EDA Participation Agreement – Jameson Park
- General Fund Reserve Policy recommendation
- Consider approval of changes by MERS related to employee DC retirement program –
- 2020 Budget Amendment #2
- 2021 Budget hearing
- 2021 Budget adoption
- Approve 2021 BOT meeting calendar
- Consider reaffirming use of Policy Governance
- Jameson Hall improvements-Bid award
- Consider amendments to water/sewer ordinance to implement Cost of Service Study recommendations
- Introduction and first reading of the new Tax Exemption Ordinance for payment in lieu of taxes (PILOT) agreements associated with low income housing projects eligible for an exemption.
- 2nd reading and approval of Pilot Ord
- Resolutions (4) to address moving existing PILOTS into new Ordinance framework

- PREZ 20-03 rezoning map amendment application to rezone property located on the corner of E. Broomfield Rd. and S. Isabella Rd. Current split zoned B-4/B-5. Rezoning request to all B-5.
- Consider new Joint Airport Operations Agreement with several units of government

Significant Items of Interest Longer Term

- Economic Development - Amendments to the East and West DDA Development/Tax Increment Financing Plans to update the development plans and proposed lists of projects consistent with Public Act 57 of 2018 requirements, and to extend authority to capture tax revenues to allow for completion of development plan projects.
- Economic Development - Begin a preliminary evaluation of potential for development of additional office/warehouse facilities to meet demand for this type of space in the area, in consultation with the Middle Michigan Development Corporation
- Sidewalks – Planned public sidewalk construction along portions of E. Bluegrass Rd., E. Broomfield Rd., and S. Lincoln Rd. delayed into 2021 due to unanticipated issue with easements.
- Sidewalks - The Community and Economic Development Director will coordinate with Michigan Department of Transportation and county Road Commission staff regarding anticipated 2021 sidewalk construction projects.
- Sidewalks – Consider updates to the Sidewalk and Pathway Ordinance to incorporate current practices, update width and design standards, and consider the option of allowing payment into a sidewalks fund in lieu of construction as an alternative to the current policy of allowing temporary relief from construction in certain lower priority areas.
- Planning – Site plan for a new Dunkin Donuts, filling station, convenience store, and drive thru.
- Planning – Site plan for a new filling station planned to be added to the Sam’s Club site on Encore Blvd.
- Planning – Site plan for a modernization of the Consumers Energy “city gate” natural gas facility on the south side of E. Pickard Rd. west of S. Summerton Rd.
- Planning – Special use permit and site plan for a new County Jail, which has been confirmed by the Board of Commissioners to be planned for a in the Township
- Planning – Site plan for a new mixed-use commercial-residential building or buildings on E. Broomfield Rd. at Sweeney Rd.
- Building services - continuing open lines of communication to build relationships between Township and County inspectors
- Building Services - Review building permit application form
- Rental Inspections - Procure a meth/drug training for rental owners/managements, possible inclusion of staff with an additional session
- Rental Inspections - Research options for smoke detector and or battery support/grants for township residents
- Zoning Administration - Develop monitoring system for approved home occupation permits, special use permits, and site plans.
- Zoning Administration – Compiling a “punch list” of items to consider for a potential amendment as the new Zoning Ordinance is used.
- Repeal of the outdated and unenforceable Ordinance 2011-4 for marihuana dispensaries and growing operations
- Bulk digitization of building plans, site plans, subdivision plats, and associated permit and approval documents in long-term storage.
- Expanded use of BS&A Building Module capabilities for hosting of digitized plans and permit documents, and for building services and zoning administration functions.
- Develop soil erosion control process to integrate with site plan review process more seamlessly

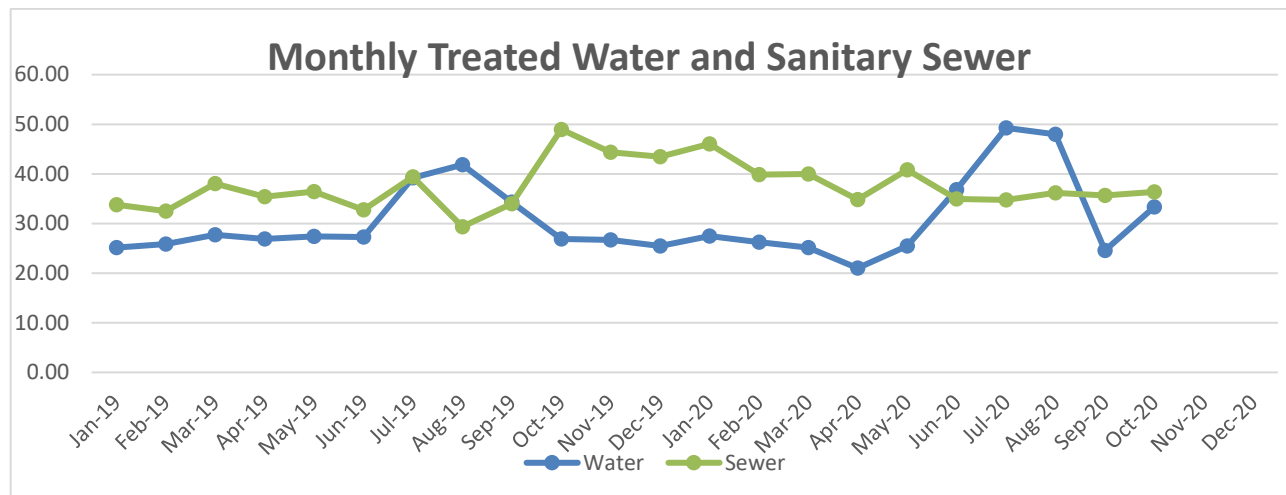
- Develop process to ensure storm water management plan approved as part of site plan approval process is what is actually constructed
- Consider updates to the Township's ordinance on open burning.
- Lead the tax team to collect delinquent personal property taxes outstanding
- CVTRS reporting coming in November required by the State of Michigan for revenue sharing
- Implement BS&A Purchase Orders
- Finance Director to attend training offered by the American Society of Employers in November: Principles and Practices of Supervision
- Set up the entire General Ledger to comply with the State of Michigan's new chart of accounts
- Conduct onsite BS&A training/set up for new Zoning/Building Department fees in January if
- Implement Positive Pay on the Payroll Account for fraud protection
- Analyze annual costs to Township for Invoice Cloud use in lieu of Point and Pay and possibly enroll if justified
- Cross train Building Dept Clerk and Head Cashier/Receptionist
- Create new land values for all classes of property
- Measure and price all exempt properties
- 2020 assessing field work goal is 20% of parcels and completion of backlog from last year
- WWTP - Sludge Storage Tank installation (2023)
- Operator Prep for upcoming exams (water and sewer exams - postponed)
- Purchase of new sewer vac truck (2021)
- Bypass Manhole Rehab Pump Station #9 (2020)
- Bypass Manhole Rehab Pump Station #12 (2021)
- Third rebid pump station # 1 in the EDDA (2020/2021 Construction) (Due to COVID-19)
- EPA Water System Risk Assessment Plan – due in 2021
- McGuirk Estates Paving District Petition/Assessment District
- Water system new monthly MOR reports – EGLE requirement

Other

- Legal Matters
 - Anticipate increase in student apartment MTT's in response to new CMU rule requiring undergraduate students to live in dorms
 - Various documents and information being exchanged by both parties relative to the Concerned Citizen and Zalud matters
- All department personnel required to wear a face mask in public facilities, while working in close proximity, and maintain six feet of distance when possible. Additional touch surface cleaning taking place at all sites and in vehicles. Discontinued use of drinking fountains at all locations.
- Monthly Water MOR submitted – no violations
- October 2020 – Treated Potable Water

Total Month:	33.329 mg
Average Day:	1.075 mgd
Max Day:	1.442 mgd
- Monthly Sanitary Sewer DMR submitted – no violations
- October 2020 – Treated Sanitary Sewer

Total Month:	36.39 mg
Average Day:	1.17 mgd
Max Day:	1.22 mgd



ANNUAL REPORT

TO: Board of Trustees

DATE: November 17, 2020

FROM: Planning Commission

PROJECT: 2020 Planning Commission Annual Report to the Board of Trustees

In accordance with section 125.3819(2) of the Michigan Planning Enabling Act 33 of 2008, as amended, the Charter Township of Union Planning Commission presents its written annual report to the Board of Trustees:

2020 has been an eventful and active year for the Planning Commission, despite COVID-19 virus pandemic closures that cancelled meetings in March and April and moved the Commission to remote “electronic meetings” held via video and telephone conferencing. A total of eleven (11) meetings were held, including one (1) special meeting in June.

Development-related applications.

The following is a summary of development-related applications that came before the Planning Commission for review and action:

1. Two (2) site plans were submitted for preliminary review and comment.
2. Ten (10) final site plan applications were reviewed and approved.
3. Two (2) special use permit applications were submitted. Public hearings were held for both applications. An application for a group child day care home located at 4175 E. Wing Rd. was recommended for Board of Trustees approval, which was subsequently granted. Action on other application, for a sand and gravel pit at the northeast corner of S. Lincoln Rd. and E. Millbrook Rd., was postponed with a request for additional information.
4. Two (2) home occupation permit applications were reviewed and approved.

Amendments to Zoning Ordinance No. 1991-5 and the Official Zoning Map.

Two (2) Zoning Ordinance text amendments were reviewed by the Planning Commission. Hearings were held for both. The amendment to multi-use structure regulations was subsequently withdrawn by the applicant. The amendment to the lot definition and sand and gravel pit regulations was recommended for Board of Trustees adoption, which was done in July.

Adoption of the new Zoning Ordinance No. 20-06 and changes to the Official Zoning Map.

The Planning Commission received the updated draft Zoning Ordinance in early March. The proposed Ordinance was posted for public review and comment in mid-March on a dedicated website for the Township and at the Township Hall. COVID19 delayed the Commission’s review

until May. A special New Zoning Ordinance Open House event was hosted online in late June by the Consultant, McKenna Associates, and a public hearing was held for the proposed Ordinance in July. With the addition of a list of final corrections, revisions and clarifications to the grading, stormwater management, application fee, escrow deposit, and performance guarantee provisions, the proposed Zoning Ordinance was recommended for Board of Trustees adoption after the July hearing. The new Zoning Ordinance No. 20-06 received final adoption by the Board of Trustees in September, after the state Zoning Act mandated period for county review and comment. The new Ordinance went into effect on 9/21/2020.

The development of the proposed Zoning Ordinance included an evaluation of the existing Residential and Business Districts. During this process, the R-5 (Single-Wide Mobile Home) District was identified by the Consultant as outdated and no longer fully consistent with applicable state laws and established housing-related case law in Michigan. To reduce duplication among the Township's "Highway Business" zoning districts (B-5, B-6, and B-7), which are similar in character and mix of land uses, a determination was made to also remove the B-6 (Auto-Related Highway Business District) from the updated Zoning Ordinance.

Two (2) sets of amendments to the Official Zoning Map to eliminate the R-5 and B-6 districts were proposed and reviewed in conjunction with the proposed Zoning Ordinance. These changes also were adopted and went into effect at the same time as the new Ordinance.

Other Activity.

The Planning Commission reviewed a guide to defensible decision making distributed by Rodney Nanney, the new Community and Economic Development Director, who was introduced in January. In addition, individual planning commissioners and staff participated during the year in available training sessions from the Michigan Association of Planning, the American Planning Association, and other sources.

The annual election of the Chair, Vice-Chair, Secretary and Vice-Secretary took place in May.

Commissioner Denise Webster completed her extended final term of office in August, as she was moving out of the area. We are grateful her service and many contributions to the community.

The Planning Commission began discussion of the Master Plan's goals and plan implementation priorities, with an initial focus on action items under the topic areas of housing, non-motorized transportation, and access management.

The Planning Commission also appointed Matt Mertz and re-appointed Jeremy McDonald to the Sidewalk and Pathways Prioritization Committee as Township resident representatives.

Respectfully submitted,

Phil Squattrito, Planning Commission Chair
Alex Fuller, Planning Commission Secretary

2020 CHARTER TOWNSHIP OF UNION
Board of Trustees
Special - Electronic Meeting Minutes

A special-electronic meeting of the Charter Township of Union Board of Trustees was held on November 10, 2020 at 6:00 p.m. as a virtual meeting through the Zoom meeting platform.

Meeting was called to order at 6:00 p.m.

Roll Call

Present:

Supervisor Gunning (location: Union Township, Isabella County, Mt. Pleasant, MI)
Treasurer Rice (location: Union Township, Isabella County, Mt. Pleasant, MI)
Clerk Cody (location: Union Township, Isabella County, Mt. Pleasant, MI)
Trustee B. Hauck (location Union Township, Isabella County, Mt. Pleasant, MI)
Trustee Lannen (location Union Township, Isabella County, Mt. Pleasant, MI)
Trustee Mielke (location Union Township, Isabella County, Mt. Pleasant, MI)
Trustee Woerle (location) Union Township, Isabella County, Mt. Pleasant, MI)

Approval of Agenda

Mielke moved Rice supported to approve the Agenda as presented. Roll Call Vote: Ayes: Gunning, Rice, Cody, Hauck, Lannen, Mielke, and Woerle. Nays: 0. Motion carried.

BOARD AGENDA

A. Discuss Manager's Recommended FY '21 Budget

Discussion by the Board.

EXTENDED PUBLIC COMMENT: RESTRICTED TO 5 MINUTES REGARDING ANY ISSUE

Open 6:47 p.m.

No comments were offered.

Closed 6:47 p.m.

FINAL BOARD MEMBER COMMENTS

Hauck – Commented that it was nice to have the Trustees elect to sit in during this board's discussion

Mielke moved Hauck supported to adjourn the meeting at 6:48 p.m. Vote: Ayes: 7 Nays: 0. Motion carried.

APPROVED BY:

Lisa Cody, Clerk

Ben Gunning, Supervisor

(Recorded by Jennifer Loveberry)

DRAFT

2020 CHARTER TOWNSHIP OF UNION
Board of Trustees
Regular - Electronic Meeting Minutes

A regular-electronic meeting of the Charter Township of Union Board of Trustees was held on November 10, 2020 at 7:00 p.m. as a virtual meeting through the Zoom meeting platform.

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

Roll Call

Present:

Supervisor Gunning (location: Union Township, Isabella County, Mt. Pleasant, MI)
Treasurer Rice (location: Union Township, Isabella County, Mt. Pleasant, MI)
Clerk Cody (location: Union Township, Isabella County, Mt. Pleasant, MI)
Trustee B. Hauck (location Union Township, Isabella County, Mt. Pleasant, MI) -Technical Difficulties
Trustee Lannen (location Union Township, Isabella County, Mt. Pleasant, MI)
Trustee Mielke (location Union Township, Isabella County, Mt. Pleasant, MI)
Trustee Woerle (location) Union Township, Isabella County, Mt. Pleasant, MI)

Approval of Agenda

Woerle moved **Lannen** supported to approve the Agenda as amended adding F. Add discussion to schedule policy governance training for the newly elected board with Sue Radwan in December 2020. **Roll Call Vote: Ayes: Gunning, Rice, Hauck, Lannen, Mielke, and Woerle. Nays: Cody. Motion carried.**

Presentations

Public Hearings

Public Comment

Open: 7:16 p.m.

No comments were offered.

Closed 7:16 p.m.

Reports/Board Comments

- **Current List of Boards and Commissions – Appointments as needed**

1. Re-appointment to Board of Review

Gunning moved **Woerle** supported to re-appoint Doug LaBelle to the Board of Review with term expiring 12/31/2022. **Roll Call Vote: Ayes: Gunning, Rice, Cody, Hauck, Lannen, Mielke, and Woerle. Nays: 0. Motion carried.**

Gunning moved **Hauck** supported to reappoint Bryan Neyer to the Board of Review with term expiring 12/31/2022. **Roll Call Vote: Ayes: Gunning, Rice, Cody, Hauck, Lannen, Mielke, and Woerle. Nays: 0. Motion carried.**

- **Planning Commission and ZBA updates by Community and Economic Development Director**
- **Board Member Reports**

Cody- Election results have been certified November 10, 2020. Thank you to the current board and congratulations to the newly elected board. All members will be contacted to be sworn in for the new term ending November 20, 2024

Gunning – Kudos to Clerk Cody on the Election

Rice – Taxes will be out in mailboxes on December 1, 2020

Woerle – Thank you Clerk Cody and congratulations for running a successful Election

Consent Agenda

- Communications
- Minutes – October 28, 2020 – Regular meeting
- Accounts Payable
- Payroll
- Meeting Pay
- Fire Reports

Woerle moved Cody supported to approve the consent agenda as presented. Roll Call Vote: Ayes: Gunning, Rice, Cody, Hauck, Lannen, Mielke, and Woerle Nays: 0. Motion Carried.

BOARD AGENDA

- A. Discussion/Action: (Stuhldreher) Approve a Resolution for an alternate meeting date for the December 2020 Board of Review to December 17th, at 2:00 p.m.**

Cody moved Woerle supported to approve a Resolution for and alternate meeting date for the December 2020 Board of Review to December 17, at 2:00 p.m. Roll Call Vote: Ayes: Gunning, Rice, Cody, Hauck, Lannen, Mielke, and Woerle. Nays: 0. Motion Carried.

- B. Discussion/Action: (Stuhldreher) Consider approval of the attached resolution opting out of the employer health care benefit plan contribution limits as allowed under State of Michigan Public Act 152 (Publicly Funded Health Insurance Contribution Act) for the benefit year of 2021**

Cody moved Mielke supported to approve the attached resolution opting out of the employer health care benefit plan contribution limits as allowed under State of Michigan Public Act 152 (Publicly Funded Health Insurance Contribution Act) for the benefit year of 2021. Roll Call Vote: Ayes: Gunning, Rice, Cody, Hauck, Lannen, Mielke, and Woerle. Nays: 0. Motion Carried.

- C. Discussion/Action: Approval to schedule the FY2021 Budget Adoption Public Hearing for Tuesday, November 24, 2020 and to notice same in the Morning Sun required by statute**

Mielke moved Woerle supported to approve scheduling the FY2021 Budget Adoption Public Hearing for Tuesday, November 24, 2020 and to notice same in the Morning Sun as required by statute. Roll Call Vote: Ayes: Gunning, Rice, Cody, Hauck, Lannen, Mielke, and Woerle. Nays: 0. Motion Carried.

D. Discussion/Action: (Nanney) To conduct a Second Reading for and adopt the new Municipal Ordinance Violations Bureau Ordinance

Woerle moved Mielke supported to conduct a second reading for and adopt the new Municipal Ordinance Violations Bureau Ordinance. **Roll Call Vote: Ayes: Gunning, Rice, Cody, Hauck, Lannen, Mielke, and Woerle. Nays: 0. Motion Carried.**

E. Discussion item: Policy development – Prohibition on registering and funding of firearms in the name of the Township

Discussion was held by the board.

F. Discussion/Action: (Board of Trustees) Discussion to schedule two dates in December 2020 for the purpose of Policy Governance training for the newly elected Board

Gunning moved Mielke supported that the Board schedule two special meetings with the time frame of 5:00 p.m. to 7:00 p.m. on the evenings of December 2, 2020 and December 9, 2020 for the purpose of Policy Governance training with Sue Radwan. **Roll Call Vote: Ayes: Gunning, Rice, Cody, Hauck, Lannen, Mielke, and Woerle. Nays: 0. Motion Carried.**

EXTENDED PUBLIC COMMENT: RESTRICTED TO 5 MINUTES REGARDING ANY ISSUE

Open 7:56 p.m.

No comments were offered.

Closed 7:56 p.m.

MANAGER COMMENTS

- Thank you to this board for the last four (4) years, he commented that he really enjoyed working with everyone. Thanked the board for their service to the community the past four years.

FINAL BOARD MEMBER COMMENTS

Hauck – Thank you for the past four years to the current Board

Lannen- Stated that it has been his pleasure serving on the Board of Trustees for the past 12 years, especially thanking past Supervisor, John Barker, for his effort and support of policy governance back in 2008

Cody – Thank you to all Board of Trustees and welcomes new Trustees to the Board. Thank you again for all the hard work during the election to the Election Inspectors, Chris (CMS), Township Manager and Staff

Rice – Commented on all the extra time the Clerk put into this past election.

Woerle – For his last final board comment, he spent a little bit of time reflecting on the accomplishments of the current board by highlighting the past four (4) years: Increased communication and collaboration with surrounding governmental entities (City, County, CMU Isabella County Road Commission, Saginaw Chippewa Indian Tribe) giving credit to this board, Township Manager, and Staff. He shared that he was honored to have served as Liaison to the Saginaw Chippewa Indian Tribe. His most proud moment was the unanimous support by the

board to reaffirm the Human Rights Resolution. He also shared that he's proud of the unanimous support by Board to support and follow Policy Governance and emphasizes the importance Policy Governance provides to the new board. This board reviewed and approved updates and revisions of Township Master Plan and Zoning Ordinance. Commented that this board hired the current Township Manager and approved new staff positions proposed by the Township Manager. Reinforced the support and use of the Global Ends by accomplishing goals set by the board. Lastly, he welcomes the newly elected board and wishes continued success to all and to the current board he stated that it has been an honor to work with everyone.

Mielke – Thank you to Norm for his comment and congratulations to all the officials elect. He felt that it was good for the newly elected officials to hear and celebrate the accomplishments of this board. Thank you to all Board members for your service to our community.

Gunning – Commented that the last four years was like a civics lesson, he reflected on his role nominating members to the planning commission by saying that he really wanted the board composition to blend as a team. He hopes that in the future, both nationally and locally, that everyone will work together. Lastly, he appreciated all the Board comments and feels they have helped him become a better person.

ADJOURNMENT

Rice moved **Lannen** supported to adjourn the meeting at 8:15 p.m. **Vote: Ayes: 7 Nays: 0.**
Motion carried.

APPROVED BY:

Lisa Cody, Clerk

Ben Gunning, Supervisor

(Recorded by Jennifer Loveberry)

11/18/2020 07:23 PM
User: SHERRIE
DB: Union

CHECK REGISTER FOR CHARTER TOWNSHIP OF UNION
CHECK DATE FROM 11/11/2020 - 11/24/2020

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Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 101 POOLED CHECKING						
11/24/2020	101	19 (S)	00257	GOURDIE-FRASER, INC.	WWTP SCREW PUMP-ADMIN/COST ENGINEERING SEWER PUMP STN 14-CONSTADMIN/CLOSE OUT C	930.00 (930.00)
						0.00
11/18/2020	101	389 (E)	01186	COYNE PROPANE LLC	MOBILUX GREASE	461.25
11/18/2020	101	390 (E)	00146	CONSUMERS ENERGY PAYMENT CENTER	5228 S ISABELLA 5525 E REMUS 5537 E BROADWAY 1935 S ISABELLA 1660 BELMONT 5144 BUDD 5142 BUDD 2270 NORTHWAY 2055 ENTERPRISE 5240 E BROOMFIELD 900 MULBERRY 5076 S MISSION 4795 S MISSION 4797 S MISSION 4822 ENCORE 3998 E DEERFIELD 5369 S CRAWFORD 3248 S CONCOURSE 4244 E BLUE GRASS 2495 E DEERFIELD 2424 W MAY 2188 E PICKARD 1776 E PICKARD 1876 E PICKARD 1876 S LINCOLN 2180 S LINCOLN 1633 S LINCOLN 1605 SCULLY 1046 S MISSION 5319 E AIRPORT 4520 E RIVER 800 CRAIG HILL	6,913.83 54.49 176.85 530.34 113.44 28.85 122.33 35.06 263.81 952.37 53.44 835.15 2,168.69 378.47 102.20 89.16 71.15 134.58 74.73 209.61 549.30 89.78 63.35 129.83 16.57 30.04 358.98 39.95 121.77 68.25 364.51 61.76
						15,202.64
11/18/2020	101	391 (E)	00146	VOID		
				Void Reason: Created From Check Run Process		V
11/18/2020	101	392 (E)	00146	VOID		
				Void Reason: Created From Check Run Process		V
11/11/2020	101	22371	00022	RUSSELL ALWOOD	ELECTION WORK	245.00
11/11/2020	101	22372	01676	SHERYLE L. ALWOOD	ELECTION WORK AND TRAINING - OCT/NOV 202	259.00
11/11/2020	101	22373	01679	LISA MARIE AUKE	ELECTION WORK - NOV 2020	128.00
11/11/2020	101	22374	01678	MARY R. BENTLEY	ELECTION WORK - NOV 2020	252.00
11/11/2020	101	22375	01407	VICTORIA BUSHONG	ELECTION WORK - NOV 2020	288.00
11/11/2020	101	22376	01696	ROSEMARY CURTISS	ELECTION WORK - NOV 2020	252.00
11/11/2020	101	22377	01692	JOSEPH DIETSCH	ELECTION WORK - NOV 2020	252.00
11/11/2020	101	22378	01674	RANDALL JORDAN DOYLE	ELECTION WORK - NOV 2020	520.00
11/11/2020	101	22379	01500	CHRISTINE K FOUNTAIN	ELECTION WORK - SEPT/NOV 2020	308.00
11/11/2020	101	22380	01590	JANICE HOWDYSELL	ELECTION WORK - NOV 2020	336.00
11/11/2020	101	22381	01715	TAYLOR H IDEMA	ELECTION WORK AND TRAINING - SEPT/NOV 20	276.50

CHECK REGISTER FOR CHARTER TOWNSHIP OF UNION
 CHECK DATE FROM 11/11/2020 - 11/24/2020

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
11/11/2020	101	22382	01712	THOMAS H IDEMMA JR	ELECTION TRAINING - SEPT 2020	31.50
11/11/2020	101	22383	01498	MINDY JOSLIN	ELECTION WORK - NOV 2020	264.00
11/11/2020	101	22384	01713	NANCI OSBORN	ELECTION WORK AND TRAINING - SEPT/NOV 20	262.50
11/11/2020	101	22385	01373	MERISSA J. RICE	ELECTION WORK - SEPT/NOV 2020	320.00
11/11/2020	101	22386	01126	MARTY SIUDA	ELECTION WORK - NOV 2020	280.00
11/11/2020	101	22387	01410	CINDY SMITH	ELECTION WORK - NOV 2020	272.00
11/11/2020	101	22388	01336	CYNTHIA M VELDT-DIETSCH	ELECTION WORK - NOV 2020	288.00
11/11/2020	101	22389	01714	ASHLEY WAGNER	ELECTION WORK AND TRAINING SEPT-NOV	409.50
11/11/2020	101	22390	01671	KATRINA M. WEBB	ELECTION WORK - NOV 2020	252.00
11/11/2020	101	22391	01372	JOSEPH W YODER	ELECTION WORK AND TRAINING - SEPT - NOV	424.00
11/11/2020	101	22392	01159	SUSAN K YODER	ELECTION WORK - SEPT-NOV 2020	448.00
11/24/2020	101	22393	MISC	MICHAEL & ULIANA HEINTZ	UB refund for account: 02563	795.40
11/24/2020	101	22394	01358	21ST CENTURY MEDIA-MICHIGAN	AQUATIC NOTICE/BID NOTICES/DRAIN NOTICE/	4,866.06
11/24/2020	101	22395	01433	ALL SEASONS SNOW REMOVAL & LAWN CARE	TALL GRASS ENFORCEMENT-4941 E VALLEY RD	195.00
11/24/2020	101	22396	01683	ALLOWAY	UCMR SAMPLE ANALYSIS	3,510.00
11/24/2020	101	22397	01717	JULIA BECKER	ELECTION FILING FEE REIMBURSEMENT	100.00
11/24/2020	101	22398	01718	CONNIE BILLS	ELECTION FILING FEE REIMBURSEMENT	100.00
11/24/2020	101	22399	00072	BLOCK ELECTRIC	REPLACE METER SOCKET - PUMP #9	460.00
11/24/2020	101	22400	01240	BRAUN KENDRICK FINKBEINER PLC	ZALUD LITIGATION - OCT 2020	1,436.00
					CONCERNED CITIZENS - OCT 2020	6,976.75
					GENERAL LEGAL FEES - OCT 2020	3,520.42
						<u>11,933.17</u>
11/24/2020	101	22401	01719	JEFFERY BROWN	ELECTION FILING FEE REIMBURSEMENT	100.00
11/24/2020	101	22402	00095	C & C ENTERPRISES, INC.	JANITORIAL SUPPLIES - WWTP	111.00
11/24/2020	101	22403	00129	CMS INTERNET, LLC	LAPTOP BATTERIES - WWTP	299.98
					MANAGED IT, EMAIL & PHONE SERVICE - DEC	5,316.11
						<u>5,616.09</u>
11/24/2020	101	22404	01515	LISA M CODY	ELECTION FILING FEE REIMBURSEMENT	100.00
11/24/2020	101	22405	00155	COYNE OIL CORPORATION	FUEL IN TOWNSHIP VEHICLES - OCT 2020	592.80
11/24/2020	101	22406	01242	CULLIGAN WATER	WATER COOLER - SHOP NOV 2020	8.00
11/24/2020	101	22407	01171	DBI BUSINESS INTERIORS	SELF INKING STAMP REPLACEMENT PAD - TWP	8.08
					FLASH DRIVE/FLAG - CLERK/TWP	40.92
					LAMANATING SHEETS - BLDG	72.19
						<u>121.19</u>
11/24/2020	101	22408	00195	EJ USA, INC	HYDRANT REPAIR	178.60
11/24/2020	101	22409	01449	ENVIRONMENTAL SALES, INC	LED LAMPS	204.46
11/24/2020	101	22410	00209	ETNA SUPPLY COMPANY	FIRE HYDRANT PUMP & HOSE	210.40
					BALL VALVE	65.00
						<u>275.40</u>
11/24/2020	101	22411	00231	FOUR SEASON'S EXTERMINATING	TWP HALL INSPECTION/TREATMENT - NOV 2020	40.00
11/24/2020	101	22412	00249	GILL-ROY'S HARDWARE	SCREWS/NUTS/BOLTS FOR BALLOT BOX	3.08
					BARRIER FLUID - LIFT STATION #14	26.67
						<u>29.75</u>
11/24/2020	101	22413	00261	GRAINGER	WATER METER	117.98
					TRANSFER PUMP	271.12
						<u>389.10</u>
11/24/2020	101	22414	01369	GRANGER	2020 ANNUAL CLEAN UP DAY	3,180.14

CHECK REGISTER FOR CHARTER TOWNSHIP OF UNION
 CHECK DATE FROM 11/11/2020 - 11/24/2020

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
11/24/2020	101	22415	01716	BENJAMIN GUNNING	ELECTION FILING FEE REIMBURSEMENT	100.00
11/24/2020	101	22416	00266	HACH COMPANY	OXIDATION DITCH D.O. PROBES	573.95
					SENSOR CAP REPLACEMENT	336.22
					SPECTROPHOTO METER SERVICE CONTRACT	762.00
						<u>1,672.17</u>
11/24/2020	101	22417	01721	HYDROCORP	CROSS CONNECTION CONTROL PROG-OCT 2020 N	950.00
					CROSS CONNECTION CONTROL PROG-OCT 2020	2,650.00
						<u>3,600.00</u>
11/24/2020	101	22418	00324	ISABELLA CORPORATION	CRUSHED CONCRETE	2,150.00
					WASHED STONE	525.00
						<u>2,675.00</u>
11/24/2020	101	22419	00337	ISABELLA COUNTY TREASURER	2009 WW BONDS-PAYING AGENT FEES	750.00
11/24/2020	101	22420	01665	JOHN E. GREEN COMPANY	SEWER PUMP STN 14 UPGRADE-FINAL PMT	107,710.30
11/24/2020	101	22421	00356	KENNEDY INDUSTRIES, INC.	VALVE PLUGS AND GASKET KITS	1,069.45
11/24/2020	101	22422	01720	JUSTIN KNOX	ELECTION FILING FEE REIMBURSEMENT	100.00
11/24/2020	101	22423	01237	KONE, INC	ELEVATOR ANNUAL MAINTENANCE	464.87
11/24/2020	101	22424	01030	TIMOTHY LANNEN	ELECTION FILING FEE REIMBURSEMENT	100.00
11/24/2020	101	22425	00450	M M I	2020 ANNUAL CLEAN UP DAY	198.00
11/24/2020	101	22426	01506	MCKENNA ASSOCIATES	BLDG OFFICIAL & INSPECTING SERVICES-OCT	8,500.00
11/24/2020	101	22427	00506	MEEKHOF TIRE SALES & SERVICE INC	FLAT TIRE REPAIR-2016 FORD F-150	18.00
11/24/2020	101	22428	00422	MICHIGAN PIPE & VALVE-MT. PLEASANT	PVC STAR GRIPS-LINCOLN RD WATER MAIN REP	312.00
					SADDLE TAPS AND CURB STOPS	590.00
						<u>902.00</u>
11/24/2020	101	22429	01102	STATE OF MICHIGAN - DEQ	MICHIGAN SAFE DRINKING WATER FEE-2021	5,687.18
11/24/2020	101	22430	00907	MID MICHIGAN CABLE CONSORTIUM	FRANCHISE FEES 3RD QTR 2020	11,296.77
11/24/2020	101	22431	01138	BRYAN MIELKE	ELECTION FILING FEE REIMBURSEMENT	100.00
11/24/2020	101	22432	00446	MISS DIG SYSTEM, INC	2021 MISDIG FEES	1,549.16
11/24/2020	101	22433	00472	MUNICIPAL CODE CORPORATION	MUNICODE ORDINANCE UPDATES	2,475.92
11/24/2020	101	22434	00494	NORTH CENTRAL LABORATORIES	LATEX TUBING/WALL CLOCK	487.16
					ASPIRATOR BOTTLES	258.32
						<u>745.48</u>
11/24/2020	101	22435	01136	OPTO SOLUTIONS, INC	PUMP STN RADIO MODEM REPLACEMENTS	16,024.95
11/24/2020	101	22436	00512	PARKSON CORPORATION	WEAR BAR SET	1,624.79
11/24/2020	101	22437	00131	PERCEPTIVE CONTROLS, INC	SCREW PUMP #3-ENGINEERING & PROGRAMMING	8,558.90
					PUMP STN #14 ENGINEERING & PROGRAMMING	17,863.49
						<u>26,422.39</u>
11/24/2020	101	22438	00532	PLUMMER'S ENVIRONMENTAL SERV.	SEWER LINER INSTALLATIONS	127,595.00
11/24/2020	101	22439	00549	CHRIS RADER	CLOTHING ALLOWANCE REIMBURSEMENT	99.99
11/24/2020	101	22440	01651	REVORE LAW FIRM, P.L.C.	LEGAL FOR MTT CASES - OCT 2020	499.50
					LEGAL FOR MTT CASES - SEPT 2020	222.00
						<u>721.50</u>
11/24/2020	101	22441	01164	KIMBERLY RICE	ELECTION FILING FEE REIMBURSEMENT	100.00
11/24/2020	101	22442	01595	ROMANOW BUILDING SERVICES	JANITORIAL SERVICE TWP - OCT 2020	527.14

11/18/2020 07:23 PM

User: SHERRIE

DB: Union

CHECK REGISTER FOR CHARTER TOWNSHIP OF UNION

CHECK DATE FROM 11/11/2020 - 11/24/2020

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Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
					JANITORIAL SERVICE TWP - SEPT 2020	527.14
					JANITORIAL SERVICE WTR - OCT 2020	316.29
					JANITORIAL SERVICE WWTP - OCT 2020	316.29
						<u>1,686.86</u>
11/24/2020	101	22443	01293	SHAY WATER CO/CUSTOM COFFEE SERV	COFFEE FOR TOWNSHIP HALL	137.50
11/24/2020	101	22444	01542	SHRED-IT US JV LLC	PAPER SHREDDING 10/08/20 & 11/04/20	121.22
11/24/2020	101	22445	01082	BRIAN SMITH	ELECTION FILING FEE REIMBURSEMENT	100.00
11/24/2020	101	22446	01229	STATE OF MICHIGAN	ASSESSING CERTIFICATION RENEWAL-FIN DIR	50.00
11/24/2020	101	22447	01577	JAMES THERING JR	ELECTION FILING FEE REIMBURSEMENT	100.00
11/24/2020	101	22448	01654	TRACE ANALYTICAL LABORATORIES, INC.	SAMPLE HANDLING, STORAGE & DISPOSAL	147.40
					SAMPLE HANDLING, STORAGE & DISPOSAL	207.00
						<u>354.40</u>
11/24/2020	101	22449	00723	WINN TELECOM	PHONE SERVICE 11-1-20 TO 11-30-20	334.55
11/24/2020	101	22450	00974	DANIEL ZENEBERG	ELECTION FILING FEE REIMBURSEMENT	100.00
						<u><u>380,225.50</u></u>
101 TOTALS:						
Total of 85 Checks:						380,225.50
Less 2 Void Checks:						0.00
Total of 83 Disbursements:						<u>380,225.50</u>

Charter Township of Union Payroll
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CHECK DATE: November 12, 2020

PPE: November 07, 2020

NOTE: PAYROLL TRANSFER NEEDED

General Fund	\$ 31,473.79
Fire Fund	2,327.88
EDDA	
WDDA	
Sewer Fund	32,475.85
Water Fund	21,438.80
Total To Transfer from Pooled Savings	\$ 87,716.32

NOTE: CHECK TOTAL FOR TRANSFER

Gross Payroll	\$ 60,218.83
Employer Share Med	817.14
Employer Share SS	3,493.97
SUI	1.92
Pension-Employer Portion	4,749.40
Workers' Comp	549.60
Life/LTD	549.65
Dental	1,201.67
Health Care	19,260.05
Vision	345.44
Vision Contribution	(172.72)
Health Care Contribution	(3,298.63)
Cobra/Flex Administration	-
PCORI Fee	-
Total Transfer to Payroll Checking	\$ 87,716.32

TOTAL TRANSFER FROM POOLED SAVINGS TO PAYROLL ACCOUNT

CONFIRMATION NUMBER: _____ **DATE:** _____

ACH NUMBER: _____ **TIME:** _____



Copy of Union Township Report

Date: Tuesday, November 17, 2020



Alarm Date between 2020-11-09 and 2020-11-15

District	NFIRS Number	Alarm Date	Incident Type Code	Incident Type	Apparatus Name	Personnel Count	Alarms
Union Township	0000431						
		11/9/2020 5:36:13 PM	561	Unauthorized burning	ENG 31	2	1
						Total Responding 2	
Union Township	0000432						
		11/9/2020 5:53:09 PM	745	Alarm system activation, no fire - unintentional	ENG 31	2	1
						Total Responding 2	
Union Township	0000436						
		11/11/2020 3:13:56 AM	746	Carbon monoxide detector activation, no CO	ENG 31	2	1
						Total Responding 2	

Union Township	0000438						
		11/11/2020 8:47:00 PM	322	Motor vehicle accident with injuries	ENG 31	2	1
						Total Responding 2	
Union Township	0000440						
		11/11/2020 10:39:00 PM	561	Unauthorized burning	ENG 31	2	1
						Total Responding 2	
Union Township	0000443						
		11/13/2020 3:24:11 PM	561	Unauthorized burning	ENG 31	2	1
						Total Responding 2	
Union Township	0000444						
		11/13/2020 2:39:21 PM	322	Motor vehicle accident with injuries	ENG 31	2	1

						Total Responding 2	
Union Township	0000445						
		11/14/2020 2:25:37 AM	311	Medical assist, assist EMS crew	ENG 31	2	1
						Total Responding 2	
Union Township	0000446						
		11/14/2020 8:53:00 AM	324	Motor vehicle accident with no injuries.	ENG 31	2	1
						Total Responding 2	
Union Township	0000447						
		11/14/2020 9:50:00 AM	745	Alarm system activation, no fire - unintentional	ENG 31	2	1
						Total Responding 2	
Union Township	0000448						

		11/14/2020 4:16:00 PM	324	Motor vehicle accident with no injuries.	ENG 31	2	1
						Total Responding 2	
	Total Runs 11					Total Responding 22	

Note: Alarms

1=Duty Crew

2=Paged Off Duty Full-time

3=Paged Paid-on-Call Firefighters

4=Paged All

Highlighted Yellow Indicates an Emergency Call

REQUEST FOR TOWNSHIP BOARD ACTION

To: Mark Stuhldreher - Township Manager

DATE: November 17, 2020

FROM: Kim Smith – Public Works Director

DATE FOR BOARD CONSIDERATION: November 24, 2020

ACTION REQUESTED: Deny the request to waive the quarterly water bill penalty for P & Q Properties irrigation system located at 2853 Health Parkway account number 04282 in the amount of \$1,248.77.

Current Action X Emergency _____

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

Finance Approval _____

BACKGROUND INFORMATION

The Township received a written request from P & Q Properties to waive the late fees for the irrigation account located at 2853 Health Parkway account number 0428 in the amount of \$1,248.77.

Township Ordinance 1987-9, Article 10, Section 2 stipulates that quarterly water bills are payable without penalty within 35 days of the mailing date. Payments received after such period shall bear a penalty of 15% of the amount of the bill. Payment for the July 1, 2020 – September 30, 2020 quarterly water and sewer bills were due without penalty on November 5, 2020. Penalties were applied to all water and sewer quarterly bill customers accounts with an outstanding balance on November 6, 2020.

Payment for the full amount of the bill without penalties was received on November 12, 2020 for this account.

SCOPE OF SERVICES

NA

JUSTIFICATION

Support to waive the penalties would be precedent setting and result in unfair treatment of those customers that pay on time and those customers that pay late and also pay the penalties. Denial of the request to waive the penalties will maintain fair treatment among all water and sewer customers and support fair and non-discriminatory code enforcement.

PROJECT IMPROVEMENTS

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

1. Community well-being and common good

COSTS

\$1,248.77 Late Fee

This amount would be deducted from the Water Fund Revenue account number 591-000-655.000.

PROJECT TIME TABLE

NA

RESOLUTION

It is resolved to deny the request to waive the quarterly water bill penalty for P & Q Properties irrigation system located at 2853 Health Parkway account number 04282 in the amount of \$1,248.77.

Resolved by _____ Seconded by _____

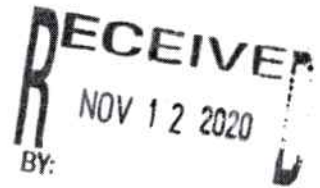
Yes:

No:

Absent:

04282

P & Q Properties
1301 N Kinney Ave
Mt. Pleasant, Mi 48858



Union Township Board,

11/10/20

Please waive the late fee on this bill, the amount billed was concerning.
It took us some time to have the meter checked and call in someone to check the irrigation.

Sincerley,

Lary Sheffert

2853 Health Parkway - Irrigation Account
Late Fee Amount: \$1,248.77

History Detail Report

Tuesday, November 17, 2020

1/1

Location ID: HEAH-002853-0000-01
Account #: 04282
Service Address: 2853 HEALTH PARKWAY
Customer Name: PEABODY & QUEGLEY - IRRIGAT

Posted	Created	Action Read	Item - or - User Usage	Amount Other Info	Balance
11/12/20	11/12/20 8:33	Payment Posted	R20-089926	\$8325.10	\$1248.77
11/06/20	11/06/20 9:18	Penalty		\$1248.77	\$9573.87
09/30/20	09/30/20 17:02	Bill Calculated	07/01/20-09/30/20	\$8325.10	\$8325.10
09/22/20	09/22/20 15:04	Meter Read	Water		\$0.00
		5831000	3896000	Auto	
07/17/20	07/17/20 13:21	Payment Posted	R20-086577	\$3236.80	\$0.00
07/01/20	07/01/20 9:25	Bill Calculated	04/01/20-06/30/20	\$3236.80	\$3236.80
06/12/20	06/22/20 8:21	Meter Read	Water		\$0.00
		1935000	1473000	Auto	
03/30/20	03/30/20 16:20	Bill Calculated	01/01/20-03/31/20		\$0.00
12/27/19	12/27/19 11:11	Bill Calculated	10/01/19-12/31/19		\$0.00
09/27/19	09/27/19 13:56	Bill Calculated	07/01/19-09/30/19		\$0.00
07/01/19	07/01/19 9:17	Bill Calculated	04/01/19-06/30/19		\$0.00
03/20/19	03/20/19 9:37	Bill Calculated	01/01/19-03/31/19		\$0.00
01/11/19	01/11/19 11:53	Payment Posted	R19-073768	\$364.00	\$0.00

Total Usage: 5,369,000.00

LARY SHEFFERT
1301 N. KINNEY AVE
MT. PLEASANT, MI 48858
989-205-0094 PHONE
989-773-0048 FAX

RE: Peabody & Quegley Irrigation Account 04282
2853 Health Parkway

November 21, 2020

Union Township Board of Trustees,

I am writing to respectfully request that the Board waive a \$1,200.00+ late fee imposed on the irrigation water account for P & Q Enterprises. While the payment was received 5 days late, the penalty of roughly \$240.00/day seems excessive, and I believe the circumstances surrounding the late payment warrant waiving the fee.

We received the bill in late October 2020 for the previous three month's irrigation. We did not pay the bill immediately as we wanted to determine why the bill was nearly \$9,000.00, showing over 5 million gallons of usage, which is more than twenty times our historical usage.

We started by emailing the township water department to check the validity of the billing and water meter. We received a response that the billing and meter were accurate. Next, we contacted Theilen Turf, who maintains our irrigation system, and discovered that they had made a repair to a broken line in the system in the fall (2020) when they winterized the system. Apparently, the irrigation line had been broken sometime between winterization in fall 2019 and activation this spring. Also during this time, a new building (clinic) had been built due north of our property and a new catch basin had been installed behind our building as part of their construction. We surmise our irrigation line was cut during their excavation for the new catch basin and went unnoticed. Due to the proximity of the broken line to the catch basin, the wasted five million gallons of water never showed on the ground surface, draining directly into the catch basin. We asked Theilen why the leak was not noticed when the system was activated in the spring of 2020. Theilen checked their records and determined they never activated the system. I then contacted the McLaren maintenance department, as McLaren is the building tenant and performs the routine maintenance. McLaren surmised that one of their personnel or contractors activated the system, and apparently missed the fact that the water was continuously flowing upon activation.

I then called Kim Smith and inquired about oversight by the Township regarding unusual or excessive water usage and relief in such cases as accidental breakage. Ms. Smith stated there was no oversight and that "it is the owner's responsibility to maintain their water system." I also inquired about relief from the late fee as it had taken a considerable amount of time to gather the information necessary to explain the excessive water bill, and the bill was only a few days late. Ms. Smith said that I could appeal to the Township Board for relief. I immediately paid the water bill, but not the late fee.

I ask that the Union Township Board of Trustees consider the unusual circumstances surrounding this bill, grant a few days grace in paying the bill, and waive the excessive late fee. I also respectfully suggest that the Trustees consider implementing a system of oversight to detect unusual or excessive activity for future residents in similar circumstances.

Please contact me if you require any further information or have questions. Thank you in advance for your consideration.

Sincerely,

Larry Sheffert



REQUEST FOR TOWNSHIP BOARD ACTION

To: Board of Trustees	DATE: November 18, 2020
FROM: Mark Stuhldreher, Township Manager	DATE FOR BOARD CONSIDERATION: 11/24/2020
ACTION REQUESTED: To introduce and conduct a First Reading for the proposed new Tax Exemption Ordinance.	

Current Action ☒ Emergency ☐

Funds Budgeted: If Yes ☐ Account # ☐ No ☐ N/A ☒

Finance Approval ☐

BACKGROUND INFORMATION

With the goal of encouraging development of new housing and rehabilitation of existing housing units, section 15a of the State Housing Development Authority Act provides for certain types of housing for low income persons and families to be exempt from all ad valorem property taxes. This section also provides for an annual service charge payment in lieu of taxes to the local unit of government (sometimes referred to by the acronyms "PILOT" or "PILT") to help defray the costs for to provide municipal services to these housing projects.

Eligibility for this MSHDA program requires the agreement of the local unit of government. The Township has taken an active role in encouraging development of housing for low income persons and families over the years by approving a total of seven (7) housing projects by ordinance, of which six (6) were constructed. For this year, there are a total of five (5) active housing projects confirmed to be eligible for a tax exemption under this program.

The following is a summary list of housing projects, associated ordinances, and current status:

Housing Project	Location	Relevant Ordinance(s)	Tax Exemption Status
Unnamed Project	East side of S. Mission Rd. north of E. Wing Rd.	Ord. No. 1997-5	Not active – the project was never constructed
Cambridge Terrace Apartments [formerly known as Arbors at Eagle Crest (Phase I)]	East side of S. Isabella Rd. north of E. Bluegrass Rd.	Ord. No. 2000-01 as amended by Ord. No. 2017-01	Phasing out of the MSHDA program. Eligibility for PILOT will end in 2021
Arbors at Eagle Crest Phase II	East side of S. Isabella Rd. north of E. Bluegrass Rd.	Ord. No. 2003-09	Active

Housing Project	Location	Relevant Ordinance(s)	Tax Exemption Status
Springbrook Townhomes (Phase I)	West side of S. Isabella Rd. south of E. Bluegrass Rd.	Ord. No. 2004-03	Active
Springbrook Townhomes Phase II	West side of S. Isabella Rd. south of E. Bluegrass Rd.	Ord. No. 2005-02	Active
Cranbrook Senior Village	West side of S. Isabella Rd. south of E. Bluegrass Rd.	Ord. No. 2006-02	Active
Crisis Center, Inc. [formerly known as Northwinds Apartments]	South Side of E. Deerfield Rd. east of S. Crawford Rd.	Ord. No. 2012-09 as amended by Ord. No. 2016-01	Not active – this project no longer qualifies for PILOT

An evaluation of the Township’s tax exemption ordinances and PILOT program was initiated by Township staff in consultation with the Township Attorney. Based on the findings of this evaluation, a proposed new ordinance has been developed that includes the following key elements:

1. Reaffirms that the Charter Township of Union is committed to supporting the goal of encouraging development of new housing and rehabilitation of existing housing units for low income persons and families.
2. Replaces the set of separate, project-specific ordinances with a new general ordinance that would provide for adoption of resolutions by the Board of Trustees to address the specific provisions for each housing project. This format would reduce costs for the Township and make it easier to make the periodic amendments needed to address changes in ownership.
3. Establishes standard housing project eligibility requirements consistent with state law.
4. Adds more robust financial audit provisions to verify continuing eligibility.
5. Clarifies the annual information requirements for each housing project and the Community and Economic Development Director’s role as the lead contact person for the Township.
6. Establishes updated submittal deadlines to standardize the annual service charge payments and submittal of associated documentation for all eligible housing projects.

Except for the Cambridge Terrace Apartments, all existing ordinances are proposed to be repealed as of 12/31/2020, if the new ordinance and associated housing project resolutions are adopted by the Board of Trustees prior to that time. Ordinances 2000-01 and 2017-01 for Cambridge Terrace would be set to repeal as of 12/32/2021 after this project’s eligibility for a tax exemption has concluded.

SCOPE OF SERVICES

Introduction and First Reading of the proposed new Tax Exemption Ordinance.

JUSTIFICATIONS

The updates included in the proposed new Tax Exemption Ordinance are necessary to clarify and standardize the eligibility and audit provisions, annual information requirements, and submittal deadlines; and to reduce costs for the Township by converting to a general ordinance and a project-by-project resolution format that would eliminate the need to amend the ordinance each time an ownership changes takes place for an eligible housing project.

GOALS ADDRESSED

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

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

Updating the Township's Tax Exemption Ordinance will help to support a sustainable community through the most effective use of Township resources (1.0), through helping all residents engage in a vibrant community life (1.1), and by establishing a welcoming atmosphere, promoting tolerance and inclusion of all cultures, orientations and economic status (1.1.1.1), where all residents can thrive and achieve more than their basic needs (1.2).

COSTS

NA

TIMETABLE

After a Second Reading and adoption by the Board of Trustees, the Ordinance would take effect on the day immediately following publication of the required notice of adoption.

RESOLUTION

Introduce and conduct a First Reading for the proposed new Tax Exemption Ordinance.

Resolved by _____ Seconded by _____

Yes:

No:

Absent:

**CHARTER TOWNSHIP OF UNION
ISABELLA COUNTY, MICHIGAN**

TAX EXEMPTION ORDINANCE NO. _____

[An ordinance adopted under provisions of the State Housing Development Authority Act (Public Act 346 of 1966, as amended, being MCL 125.1401 et seq.) and Charter Township Act (Public Act 359 of 1947, as amended, being MCL 42.1 et seq.) to provide for an ad valorem property tax exemption and payment of an annual service charge in lieu of taxes for housing projects for low income persons and families financed with a federally-aided or Michigan State Housing Development Authority-aided mortgage loan or an advance or grant from the Authority under the State Housing Development Authority Act; and to provide for severability, repeal, publication, and an effective date.]

CHARTER TOWNSHIP OF UNION, ISABELLA COUNTY, MICHIGAN HEREBY ORDAINS:

Section 1. Title.

This Code shall be known as the “Tax Exemption Ordinance” and may be cited as such and will be referred to herein as “this Ordinance.”

Section 2. Preamble.

It is acknowledged that housing for persons and families of low income is a public necessity, and that the Township and its residents will be benefited and improved by such housing. It is further acknowledged that it is a proper public purpose of the State of Michigan and the Township to provide housing for low income persons and families and to encourage the development of such housing by providing for an ad valorem property tax exemption and payment of an annual service charge in lieu of taxes by any or all classes of housing exempt from taxation under the State Housing Development Authority Act. The Township is authorized by this Act to establish or change this annual service charge at any amount it chooses, not to exceed the tax that would be paid but for this Act. It is further acknowledged that the continuance of the provisions of this Ordinance for tax exemption and payment of an annual service charge in lieu of taxes during the periods contemplated in this Ordinance are essential to the determination of economic feasibility of housing projects that are constructed or rehabilitated with financing extended in reliance on a tax exemption.

Section 3. Class of Eligible Housing Projects.

It is determined that the class of housing projects to which the tax exemption and payment of an annual service charge in lieu of taxes apply shall be housing projects for low income persons and families that are financed through the LIHTC program or by a federally-aided or Authority-aided mortgage. A housing project within this eligible class and the property on which it is or will be located shall be exempt from all ad valorem property taxes from and after the commencement of construction or rehabilitation, subject to continuing compliance with the requirements of this Ordinance, including an adopted Board of Trustees resolution granting tax exempt status. The Township will accept payment of an annual service charge in lieu of taxes for this class of housing projects.

Section 4. Tax Exempt Status Granted by Resolution.

Adoption of a resolution by the Board of Trustees shall be required to grant tax exempt status under this Ordinance for an eligible housing project. A resolution of the Board of Trustees granting tax exempt status and establishing the annual service charge, as provided in this Ordinance, shall be adopted for each

housing project qualified under the terms and provisions of this Ordinance. At a minimum, the resolution shall include the following required information:

- A. Acknowledgment that the housing project qualifies for exemption from all ad valorem property taxes and a payment of an annual service charge in lieu of taxes under the requirements of the State Housing Development Authority Act and this Ordinance.
- B. Location of the housing project, including parcel identification number(s), address(es), legal description(s), and total land area subject to the resolution.
- C. Name(s), address(es), and contact information for the sponsor.
- D. The annual service charge percentage of the annual shelter rents or contract rents collected by the housing project during each operating year.
- E. The duration period of the tax exemption and acceptance of payments of an annual service charge in lieu of taxes for the housing project, if different from Section 8 of this Ordinance.
- F. Other conditions consistent with the requirements of this Ordinance and applicable state laws.

Section 5. Annual Service Charge.

The amount to be paid as an annual service charge shall be subject to the following requirements:

- A. For new housing construction, the annual service charge shall be equal to the greater of:
 - (1) The tax on the property on which the eligible housing project is located for the tax year before the date when construction of the project was commenced; or
 - (2) The percentage of the annual shelter rents or contract rents collected by the housing project during the calendar year established by the Board of Trustees resolution.
- B. For existing housing rehabilitation, the annual service charge shall be equal to the lesser of:
 - (1) The tax on the property on which the project is located for the tax year before the date when rehabilitation of the project was commenced; or
 - (2) The percentage of the annual shelter rents or contract rents collected by the housing project during the calendar year established by the Board of Trustees resolution.
- C. For eligible housing projects where the costs of municipal water and municipal sewer services provided by the Township's Public Services Department are included in the rental rate, the documented annual cost for these services may be deducted from the total annual shelter rent or contract rent collected by the housing project during the calendar year prior to calculating the annual service charge.
- D. For any eligible housing project or part thereof that is tax exempt but which is occupied by other than low income persons or families, the annual service charge shall be equal to the full amount of the taxes which would be paid on that portion of the housing project if the housing project were not tax exempt.

Section 6. Payment of Service Charge and Documentation Requirements.

The annual service charge payment for each operating year shall be paid to the Township and associated documentation provided in accordance with the following requirements:

- A. Before November 1, the sponsor shall provide to the Township's Community and Economic Development Director a copy of the signed and executed Verification of Continuing Eligibility of

Exemption or equivalent documentation from the Authority to demonstrate that the housing project and sponsor remain in compliance with Authority requirements for the calendar year.

- B. On or before the second Monday in December, the sponsor shall provide to the Township's Community and Economic Development Director a written estimate of the anticipated annual service charge for the calendar year, and shall provide the corresponding documentation for the data and method used in the calculations.
- C. On or before the second Monday in February, the sponsor shall provide payment to the Township of the annual service charge for the prior calendar year, along with an audited written record of the data and method used in the final calculations.
- D. The Township shall accept payment of the annual service charge in the same manner as general property taxes are payable to the Township.
- E. Collection procedures shall be in accordance with the provisions of the General Property Tax Act.

Section 7. Distribution of the Annual Service Charge and Administration Fee.

The annual service charge shall be distributed to the several units levying the general property taxes in the same proportion as prevailed with the general property taxes in the previous calendar year.

Section 8. Duration.

The tax status of a housing project for a tax year shall be determined as of December 31 of the immediately preceding year in accordance with the requirements of the General Property Tax Act. The tax exempt status of a housing project shall begin at the start of the tax year following the commencement of construction or rehabilitation of the housing project, and shall remain in effect and shall not terminate as long as the sponsor continues to conform to the requirements of this Ordinance and the adopted resolution and one of the following conditions exist for the housing project:

- A. The property is encumbered by a federally aided or Authority-aided mortgage with a remaining unpaid balance; or
- B. The housing project remains subject to income and rent restrictions as regulated by the Authority under the requirements of the State Housing Development Authority Act.

Section 9. Contractual Effect of Ordinance and Resolution.

Notwithstanding the provisions of Section 15(a)(5) of the State Housing Development Authority Act to the contrary, in the case of a housing project receiving an Authority-financed mortgage loan, an agreement between the Township and the sponsor, with the Authority as third party beneficiary under the agreement, is effectuated by the adoption of a resolution by the Board of Trustees to provide for a tax exemption and acceptance of payment of an annual service charge in lieu of taxes.

By adopting a resolution under the terms of this Ordinance, the Board of Trustees acknowledges that the sponsor and the Authority, in the case of a sponsor receiving an Authority-financed mortgage loan, or the sponsor and the mortgage lender, in the case of a sponsor receiving a federally-aided mortgage loan, have established the economic feasibility of the housing project in reliance upon the enactment and continuing effect of this Ordinance, and the qualification of the housing project for the tax exemption and payment of an annual service charge in lieu of taxes.

Section 10. Ineligible Housing Projects.

It is determined that the class of ineligible housing projects under this Ordinance shall be any otherwise

eligible housing project for which the sponsor has failed to provide payment of an annual service charge in lieu of taxes and all required documentation in compliance with this Ordinance and the adopted Board of Trustees resolution, failed to maintain the housing project's exemption eligibility, or otherwise failed to conform to the requirements of this Ordinance and the adopted resolution. Ineligible housing projects shall be placed on the ad valorem property tax roll for the following tax year by the Township Assessor.

Section 11. Audits; Inspections of Records.

Subject to the limitations imposed by law, the sponsor shall provide the Township such accounting records, audits, and financial reports as the Township shall reasonably require to verify the computation of the annual service charge as provided by this Ordinance. Subject to any limitations imposed by law, the books and records of the sponsor pertaining to the housing project shall be available for review and audit by the Township at all reasonable times.

If requested records, audits or financial reports are not yet available, the sponsor shall respond with a date by which the material will be provided to the Township. Electronic submittal in formats compatible with Township systems is acceptable.

Section 12. Definitions.

Ad Valorem is a Latin phrase that means "according to value."

Annual Service Charge means a payment calculated and made each year to the Township for public services by or on behalf of any housing project exempt from taxation under the State Housing Development Authority Act.

Authority means the Michigan State Housing Development Authority.

Annual Shelter Rent means the total collections during an agreed annual period from or paid on behalf of all occupants of a housing project representing rent or occupancy charges, exclusive of the costs of municipal water and municipal sewer services provided by the Township's Public Services Department where such costs are included in the rental rate.

Contract Rents means the total Contract Rents (as defined by the U.S. Department of Housing and Urban Development in regulations promulgated pursuant to Section 8 of the U.S. Housing Act of 1937, as amended) received in connection with the operation of a housing project during an agreed annual period, exclusive of the costs of municipal water and municipal sewer services provided by the Township's Public Services Department where such costs are included in the rental rate.

General Property Tax Act means Public Act 206 of 1893, as amended, being MCL 211.1, et seq.

General Property Taxes (see **Tax**).

Low Income Persons and Families means persons and families eligible to move into a housing project.

Mortgage Loan means a loan that is federally-aided (as defined in Section 11 of the State Housing Development Authority Act) or a loan or grant made or to be made by the Authority for the construction, rehabilitation, acquisition or permanent financing of a housing project, and secured by a mortgage on the housing project.

Sponsor means any persons or entities that receive or assume a mortgage loan.

State Housing Development Authority Act means Public Act 346 of 1966, as amended, being MCL 125.1401 et seq.

Tax, Taxes or Taxation all refer to ad valorem property taxes imposed by the State of Michigan or by

any political subdivision of the State, including both real property and personal property as defined in the General Property Tax Act.

Township means the Charter Township of Union.

Section 13. Severability.

The provisions, sections, sentences and phrases of this Ordinance are declared to be severable and if any such portion is declared unconstitutional or invalid for any reason by a court of competent jurisdiction, such finding shall in no way affect or invalidate the remainder of this Ordinance.

Section 14. Repeal.

- A. Ordinance No. 1997-5 (Ad Valorem Tax Exemption [for a parcel that never developed with housing]), Ordinance No. 2003-09 (Tax Exemption – Arbors at Eagle Crest, Second Phase), Ordinance No. 2004-03 (Tax Exemption – Springbrook Townhomes [Phase I]), Ordinance No. 2005-02 (Tax Exemption – Springbrook Townhomes Phase II), Ordinance No. 2006-02 (Tax Exemption – Cranbrook Senior Village), Ordinance No. 2012-09 (Northwinds Apartments LDHA Tax Exemption Ordinance), and Ordinance No. 2016-01 (Crisis Center, Inc. d.b.a Listening Ear Crisis Center LDHA Tax Exemption Ordinance) shall remain in effect until 11:59 p.m. on December 31, 2020, at which time these ordinances shall be repealed and of no further effect.
- B. Ordinance No. 2000-01 (Tax Exemption Ordinance for the Sterling Group [Arbors at Eagle Crest – Phase I]) and Ordinance No. 2017-01 (Tax Exemption Ordinance for the LARC Community Development Group [Arbors at Eagle Crest – Phase I]) shall remain in effect until 11:59 p.m. on December 31, 2021, at which time these ordinances shall be repealed and of no further effect. Notwithstanding anything to the contrary, this Ordinance shall not repeal Ordinances 2000-01 and 2017-01 until 11:59 p.m. on December 31, 2021.
- C. Except as outlined in subsections 14.A. and 14.B. above, all other ordinances or parts of ordinances that are inconsistent or in conflict with the provisions of this Ordinance are hereby repealed to the extent of such inconsistency or conflict.

Section 15. Publication.

The Clerk for the Township shall cause this Ordinance to be published in the manner required by law.

Section 16. Effective Date.

This Ordinance was approved and adopted by the Township Board of Trustees, Isabella County, Michigan, on _____, after a first reading by the Township Board of Trustees on _____, and publication after such first reading as required by Michigan Act 359 of 1947, as amended. This Ordinance shall become effective immediately upon publication of a summary of the ordinance and notice of adoption in a newspaper of general circulation in the Township, following adoption by the Township Board of Trustees.

REQUEST FOR TOWNSHIP BOARD ACTION

To: Mark Stuhldreher

DATE: November 16, 2020

FROM: Sherrie Teall, Finance Director

DATE FOR BOARD CONSIDERATION: 11/24/2020

ACTION REQUESTED: Board approval of the FY 2020 Budget Amendment No. 2 for the General fund, Fire Fund, Tribal 2% Fund, East DDA Fund, West DDA Fund, Sewer Fund and Water Fund

Current Action X Emergency

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

Finance Approval Sherrie Teall

BACKGROUND INFORMATION

It is recommended that the Fiscal Year 2020 budget be amended by the Board of Trustees per the attached for the funds listed above. The Economic Development Authority took action at their meeting, November 17, 2020, to approve the 248 - East DDA Fund and 250 - West DDA Fund proposed budget amendments and recommends that the Board of Trustees approve the amendments for those two funds. Detailed changes to the respective accounts for all funds are attached. A brief description of the significant amendments follows.

General Fund

- Revenue
 - Increased Property Tax revenue of \$10,000 is recognized
 - Increased Admin Fee on Property Tax revenue of \$4,200 is recognized
 - Decreased Revenue for Cable Franchise fees are recognized \$17,000
 - Increased Building Permit revenue of \$25,000 is recognized for the additional revenue collected already this year
 - Increased Rental Inspection Fees are recognized \$3,000
 - Decreased Zoning Permit revenue is recognized \$4,000
 - Increased revenue from Federal Grants \$11,848 requested from the Coronavirus Relief Local Government Grants (CRLGG) Program
 - Increased Budget for State Grants-Special Election Reimbursement \$20,250 for election supplies and absentee ballot tabulator
 - Increased Budget for the donation from the Center for Tech & Civic Life for \$10,416 request submitted by Clerk Cody
 - The Contribution from Tribe budget was decreased \$34,000 for the Jameson Hall upgrade project that was delayed until 2021
 - Increased budget for Tribal Contributions \$150,000 for the CMU connector pathway and \$15,570 for the upgraded road signage near Mary McGuire School
 - Decreased the Contribution from EDA for projects \$107,000 is recognized for the Jameson Hall upgrade project that was delayed until 2021 due to COVID
 - Decreased rents and use fees in the Parks Department is recognized in the amount of \$2,200
 - Total net revenue from all adjustments is an increase of \$85,064 for the General fund

- Expenditures

- Decreased budget \$8,000 in the Trustee/Supervisor departments is recognized for professional development, seminar lodging, meals and transportation/mileage reimbursement that was unused in 2020
- Reduced budget \$8,200 in the Manager's department for lower contributions to the cable consortium based on less Cable Franchise Fees collected
- Increased budget \$3,600 in the Manager's Department for a full page newspaper ad published in support of the Aquatic Center
- Reduced budget \$5,056 in the Accounting Department for Seminar Lodging, Mileage Reimbursement, Seminar Meals, and Health Insurance costs for new full-time employee
- Increased Clerk's budget \$4,800 for increased hours worked by deputy clerk on larger numbers of absentee ballots during the November election
- Decreased budget in Assessing department \$3,008 based on the transition from full-time employee to contract labor
- Increased election department budget \$7,090 for the costs of running 3 elections this year, increased number of absentee ballots to process and maintaining/programming tabulator machines
- Increased budget \$35,003 in the Legal Department is recognized for \$5,003 in legal fees approved by the Board for the Township Assessor's Pung Matter, \$30,000 General Legal fees and fees related to the extraction ordinance lawsuits.
- Increased Building Department budget \$1,500 for classified ads related to the required notices for the updated Construction Codes Ordinance and Rental Housing Ordinance
- Reduced Building Department budget \$5,600 for Gas/Fuel, Professional Development, Seminar Lodging, Meals related to no training seminars offsite due to cancellations related to COVID
- Public Works Department decrease of \$339,000 for road improvement contracts with the Isabella County Road Commission (Lincoln Rd between Broadway and M-20, South of the bridge and Isabella Road Intersection Improvements) delayed until the 2021 fiscal year
- Increased Budget in the Public Works Department \$103,900 for sidewalks/pathways for the project engineering work by Rowe approved by the Board in June 2020 and the contribution to the CMU Connector Pathway completed in 2020
- The Planning Department budget is being increased by \$4,000 for the required notices for the Municipal Ordinance Violations Bureau and Pilot Ordinance updates
- Parks and Recreation Budget is being decreased by \$57,976 because the parks closed in 2020 due to COVID, net decreases for labor & benefits, the Parks Master Plan work expected in 2021 instead of 2020, and the price of new picnic tables and grills coming in lower than expected
- Increased Capital Outlay budget of \$35,500 is recognized for the purchase of a new high-speed absentee ballot tabulator and \$7,200 for the purchase of real property @ 5243 Jonathon Lane for public purposes, both were approved by the Board earlier this year
- Reduced Capital Outlay budget \$7,000 for Boardroom I.T. upgrades to be completed in 2021 instead of 2020, \$4,000 for the installation cost of playground equipment coming in lower than originally expected and \$177,500 for the Jameson Hall upgrades that are expected to be completed in 2021 rather than 2020
- Total net expenditures from all adjustments result in a decrease of \$435,616 in spending for the general fund

The budget amendment for the General Fund is:

Revenues:		\$ 85,064
Expenditures:		
101-Trustees	(5,700)	
171-Supervisor	(3,300)	
172-Township Manager	(9,400)	
191-Accounting	(5,056)	
215-Clerk	4,584	
228-Information Technology	-0-	
253-Treasurer	(1,450)	
257-Assessor	(3,008)	
262-Elections	7,090	
265-Twp Hall & Grounds	1,000	
266-Legal/Attorney	35,003	
371-Building	(1,700)	
441-Public Works	(247,400)	
701-Planning	2,500	
751-Parks & Recreation	(57,976)	
901-Capital Outlay	(145,800)	
910-Debt Service-Leases	(3)	
Total Expenditures		(\$430,616)

- The resulting net impact of budget amendment No. 2 is to increase the projected year end fund balance by \$515,680 in the general fund compared to the existing budget.

Fire Fund

- Revenue
 - An increase in State Grant revenue of \$5,800 is recognized based on estimated amounts received by the State of Michigan
 - Total net revenue from all adjustments is an increase of \$5,800 for the Fire fund
- Expenditures
 - A \$25,000 decrease for fire hydrant flushing is recognized

The budget amendment for the Fire Fund is:

Revenues: \$ 5,800

Expenditures: (\$25,000)

- The resulting impact of the budget amendment #2 is to increase the projected year end fund balance by \$30,800 compared to the existing original budget

Tribal 2% Fund

- Revenue
 - An increase of \$50,000 in revenue is recognized for the Fall 2% distribution for the Pump Station #1 project
- Expenses
 - Decreased budget \$34,000 for the Jameson Hall project that is delayed until 2021
 - Decreased budget \$200,000 for the Isabella Road Intersection project \$180,000 and the Isabella/Broadway Intersection upgrade \$20,000 that are delayed until 2021
 - Total net expenditures are decreasing by \$234,000 for the Tribal 2% fund

The budget amendment for the Tribal 2% Fund is:

Revenues: \$ 50,000

Expenditures: 728-Economic Development \$234,000

Total Expenditures \$234,000

- The resulting net impact of the budget amendment #2 is to increase projected year end fund balance by \$234,000 compared to the existing original budget

East DDA Fund

- Revenue
 - Decreased State Aid Revenue budget from LCSA \$1,000 based actual amount received recently from the State of Michigan
 - Total net revenue from all adjustments is a decrease of \$1,000 for the East DDA fund
- Expenditures

- Increased Professional & Contractual Services budget \$3,000 to cover the preliminary work on the DDA District Development and TIF plan being done by CIB Planning in 2020
- Decreased budget \$10,000 for Maintenance to Benches/Trash Receptacles-not needed in 2020
- Increased budget \$4,000 for Public Safety-Fire Protection based on actual amounts paid for fire protection for 2020
- Reduced budget \$160,260 for the Pump Station #1 project delayed until 2021
- Reduced budget \$107,000 for the upgrades to Jameson Hall delayed until 2021
- Total net additional expenditures from all adjustments is a decrease of \$270,260 in the East DDA Fund

The summary budget amendment for the East DDA Fund is:

Revenues:		(\$ 1,000)
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Expenditures:	000-General Operating	(\$ 7,000)
	336-Fire	4,000
	728-Economic Development	(267,260)

Total Expenditures	(\$270,260)
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- The resulting net impact of the budget amendment is to increase projected year end fund balance by \$269,260 compared to the existing amended budget

West DDA Fund

- Revenue
 - Increased revenue for Property Tax Refunds budget of \$4,000 not needed in 2020. No Michigan Tax Tribunal cases were filed or outstanding in the West DDA
- Expenditures
 - Increased Professional & Contractual Services budget \$3,000 to cover the preliminary work on the DDA District Development and TIF plan being done by CIB Planning in 2020
 - Decreased budget \$330,000 for the Lincoln Road project that will not be completed in 2020, moved to the 2021 budget
 - Increased budget \$3,000 for Public Safety-Fire Protection based on actual amounts paid for fire protection for 2020
 - Decreased the Sidewalk/Pathways Projects budget \$60,000 to account for no sidewalk projects completed in 2020
 - Total net expenditures from all adjustments is a decrease of \$384,000 in the WDDA

The summary budget amendment for the West DDA Fund is:

Revenues: \$ 4,000

Expenditures	000-General Operating	(\$327,000)
	336-Fire	3,000
	728-Economic Development	(\$ 60,000)
	Total Expenditures	(\$384,000)

- The resulting net impact of the budget amendment is to increase projected year end fund balance by \$388,000 compared to the existing amended budget

Sewer Fund

- Revenue
 - Decreased Connection Fee revenue is recognized based on a decline of connection fee (permit) applications
 - Decreased Contribution from EDA for Projects is recognized, the bids for Pump Station #1 came in too high so the project has been delayed until 2021
 - Increased revenue for Inspection Fees of \$4,000 is recognized for fees collected from Four Hacks LLC-will be receiving bill from GFA for inspection services
 - Total net revenue from all adjustments is a decrease of \$261,000 for the sewer fund
- Expenses
 - Increased Overtime \$3,950 is recognized
 - Increased Professional & Contractual Service \$8,975 is recognized for the Sewer Rate Study Saw Grant methodology
 - Decreased Professional Development budget due to COVID-no in person training this year
 - Increased Repairs budget of \$10,000 is recognized for force main clean-out repairs coming in higher than expected, primarily due to the recent work along US 127
 - Decreased Lift Station Maintenance of \$75,000 for a Bypass Manhole was moved to 2021 fiscal year
 - Increased Budget \$10,000 for upgrades to SCADA integration software for OPTO 22 alarm system
 - Decreased Budget \$200,000 is recognized for Pump Station #1 moved to 2021
 - Decreased Budget \$13,590 for Bond Interest that was overestimated in the original budget
 - Total net expenses budgeted are decreasing by \$260,765 for the sewer fund

The budget amendment for the Sewer Fund is:

Revenues: (\$261,000)

Expenses:	536-Water/Sewer Systems	(\$ 248,475)
	540-Waste Water Treatment	1,300
	906-Debt Service	(13,590)

Total Expenditures

(\$260,765)

- The resulting impact of budget amendment No. 2 is to decrease the projected year end fund balance by \$235 compared to the existing original budget

Water Fund

- Revenue
 - Increased revenue for Laterals in the amount of \$3,300 is recognized based on the original budget being underestimated
 - Decreased Benefit Fees budget \$20,000 is recognized based on the original budget being overestimated
 - Total net revenue from all adjustments is a decrease of \$16,700 for the water fund.
- Expenses
 - Decreased Budget \$1,500 for Well Head Protection not needed in 2020
 - Decreased Budget \$30,000 for Lead and Copper Identification not completed in 2020-budgeted in 2021
 - Increased Budget for the Board approved cost of service study \$7,000 is recognized
 - Decreased Budget \$4,000 based on Legal Fees being overestimated in the original budget
 - Decreased Budget for Treatment Plant Maintenance \$30,000 that was not needed
 - Decreased Budget for Water Tower Maintenance \$10,000 for the Cathodic Protection project that was not completed in 2020 and moved to the 2021 fiscal year
 - Budget for the Property and Liability Insurance is increasing \$4,250 based on increases to costs in 2019 and 2020
 - Budget Increase for New Equipment in the amount of \$1,000 is recognized
 - Total net expenses are increasing by \$63,250 for the Water Fund

The budget amendment for the Water Fund is:

Revenues:	(\$ 16,700)
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Expenses:	536-Water/Sewer Systems	(\$63,250)
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Total Expenses	(\$ 63,250)
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- The resulting net impact of budget amendment #2 is to increase projected year end fund balance by \$46,550 compared to the existing original budget

SCOPE OF SERVICES

Not applicable

JUSTIFICATION

Budget amendments are required under the Uniform Budget Act when it is known or anticipated that revenue and/or expenses are likely to differ from the originally adopted budget. Sound financial management practices also dictate that the budget be amended to understand the current state of Township finances so that any necessary adjustments in operations can be considered.

PROJECT IMPROVEMENTS

The following Board of Trustees goals are addressed in these budget amendments (From Policy 1.0: Global End)

- Community well-being and common good
- Prosperity through economic diversity, cultural diversity, and social diversity
- Safety
- Health
- Natural environment
- Commerce

COSTS

Not applicable

PROJECT TIME TABLE

Respective budgets will be updated in the accounting system as soon as practical following approval by the Board.

RESOLUTION

Authorization is hereby given to amend the FY 2020 budget for the General Fund, Fire Fund, Tribal 2% Fund, East DDA Fund, West DDA Fund, Sewer Fund and Water Fund

Resolved by _____ Seconded by _____

Date Signed: _____

Yes:

No:

Absent:

Charter Township of Union
101 - General Fund
2020 Budget Amendment #2

GL NUMBER	DESCRIPTION	ENDING BALANCE 12/31/2019	2020 ORIGINAL BUDGET	2020 AMENDED BUDGET	2020 YTD BALANCE 10/12/2020	2020 PROPOSED AMENDED BUDGET	2020 PROPOSED BUDGET AMENDMENT
Fund 101 - GENERAL FUND							
101-000-402.000	CURRENT PROPERTY TAX	304,828.14	302,500.00	302,500.00	312,582.63	312,500.00	10,000.00
	*Increased Budget based on 2020 actual amounts collected						
101-000-402.001	PROPERTY TAX REFUNDS-MTT	(4,827.60)	(5,000.00)	(5,000.00)	(1,066.05)	(5,000.00)	0.00
101-000-402.002	PILOT TAX	3,182.43	3,000.00	3,000.00	0.00	3,000.00	0.00
101-000-402.100	PRIOR YEARS PROPERTY TAXES	1,448.80	0.00	0.00	0.00	0.00	0.00
101-000-420.000	DELQ PERSONAL PROPERTY TAXES	202.64	1,000.00	1,000.00	232.23	1,000.00	0.00
101-000-425.000	MOBILE HOME PARK TAX	2,447.00	2,400.00	2,400.00	1,286.00	2,400.00	0.00
101-000-445.000	INTEREST ON TAXES	263.17	100.00	100.00	25.20	100.00	0.00
101-000-446.000	3% OR 4% PENALTY ON TAX	6,835.42	6,600.00	3,700.00	3,932.76	3,700.00	0.00
101-000-447.000	ADMIN FEE-PROPERTY TAX	150,214.34	146,000.00	146,000.00	149,564.76	150,000.00	4,000.00
	*Increased Budget based on 2019 and 2020 actual amounts collected						
101-000-447.001	ADMIN FEES-REFUNDS MTT BOR	(2,430.74)	(4,000.00)	(4,000.00)	(565.15)	(4,000.00)	0.00
101-000-447.050	ADMIN FEE-STATE EDUC TAX(SET)	7,775.00	7,700.00	7,700.00	7,752.50	7,700.00	0.00
101-000-447.100	ADMIN FEE-PRIOR YEARS	757.53	0.00	0.00	82.32	200.00	200.00
	*Increased Budget based on 2020 actual amounts collected YTD						
101-000-475.000	CABLE FRANCHISE FEES	129,216.83	130,000.00	130,000.00	84,978.05	113,000.00	(17,000.00)
	*Decreased Cable Franchise Fees Budget based on actual amounts received decreasing due to fewer cable subscribers						
101-000-476.000	BUILDING PERMITS	55,173.00	50,000.00	50,000.00	66,745.59	75,000.00	25,000.00
	*Increased Budget based on 2020 actual amounts collected YTD						
101-000-477.000	RENTAL INSPECTION FEES	81,977.00	80,000.00	80,000.00	82,437.00	83,000.00	3,000.00
	*Increased Budget based on 2020 actual amounts collected YTD						
101-000-479.000	ZONING PERMITS	15,492.00	18,000.00	12,000.00	6,500.00	8,000.00	(4,000.00)
	*Decreased Budget based on 2020 actual amounts collected YTD						
101-000-528.000	OTHER FEDERAL GRANTS	0.00	0.00	0.00	0.00	11,848.00	11,848.00
	*Increased Budget for the funding requested from the Coronavirus Relief Local Government Grants (CRLGG) Program						
101-000-573.000	STATE AID REVENUE-LCSA	4,496.13	4,500.00	2,040.00	2,039.64	2,040.00	0.00
101-000-574.000	STATE REVENUE SHARING	1,187,793.00	1,140,000.00	1,040,000.00	527,613.00	1,040,000.00	0.00
101-000-574.100	LIQUOR STATE REVENUE SHARING	13,193.40	11,500.00	11,500.00	11,690.25	11,500.00	0.00
101-000-574.200	METRO ACT REVENUE SHARING-LCSA	7,514.27	7,500.00	7,500.00	8,205.36	7,500.00	0.00

Charter Township of Union
101 - General Fund
2020 Budget Amendment #2

GL NUMBER	DESCRIPTION	ENDING BALANCE 12/31/2019	2020 ORIGINAL BUDGET	2020 AMENDED BUDGET	2020 YTD BALANCE 10/12/2020	2020 PROPOSED AMENDED BUDGET	2020 PROPOSED BUDGET AMENDMENT
101-000-576.000	STATE GRANTS-SPECIAL ELECTION REIMB	0.00	0.00	13,190.00	13,189.45	33,440.00	20,250.00
	*Increased Budget for Election Reimbursement for Supplies \$2,500						
	*Increased Budget for Reimbursement (50%) for Absentee Ballot Tabulator Purchase \$17,750						
101-000-582.000	CONTRIBUTION FROM TRIBE	0.00	34,000.00	34,000.00	165,669.94	165,670.00	131,670.00
	*Reduced Budget \$34,000 for the Jameson Hall Upgrade Project-work expected in 2021						
	*Increased Budget \$150,000 for the CMU Pathway Completed in 2020						
	*Increased Budget \$15,570 for Upgraded Road Signage near Mary McGuire School						
101-000-583.000	CONTRIBUTION FROM EDA FOR PROJECTS	0.00	107,000.00	107,000.00	0.00	0.00	(107,000.00)
	*Decreased Budget for East DDA's contribution to the Jameson Hall Upgrade Project delayed until 2021 Fiscal Year						
101-000-584.000	CONTRIBUTION FROM SCHOOL SYSTEM	0.00	0.00	0.00	0.00	690.00	690.00
	*Increased Budget for Mt Pleasant Public Schools Contribution to Upgraded Signage near Mary McGuire School						
101-000-609.000	CONSTR PLAN REVIEW FEES	2,016.00	3,000.00	3,000.00	3,425.00	3,500.00	500.00
	*Increased Budget based on 2020 actual amounts collected YTD						
101-000-613.000	APPLICATION FEES	500.00	500.00	500.00	0.00	500.00	0.00
101-000-625.000	ELECTION FILING FEES	0.00	0.00	500.00	1,200.00	0.00	(500.00)
	*All filing fees paid are expected to be refunded - election code 168.349						
101-000-626.000	COPIES	0.00	0.00	0.00	10.00	0.00	0.00
101-000-628.000	LAND DIVISIONS/CONDO CONV	2,100.00	1,500.00	1,500.00	1,200.00	1,500.00	0.00
101-000-630.000	WEED ABATEMENT SERVICES	243.00	500.00	500.00	1,123.25	1,150.00	650.00
	*Increased Budget based on 2020 actual amounts collected YTD						
101-000-651.000	USE FEES-BASEBALL FIELDS	1,680.00	2,000.00	680.00	0.00	0.00	(680.00)
	*Decreased Budget for 2020 - Parks Closed due to COVID						
101-000-655.000	FINES & FORFEITURES	248.70	800.00	800.00	420.00	800.00	0.00
101-000-665.000	INTEREST EARNED	120,392.34	100,000.00	89,000.00	75,590.97	89,000.00	0.00
101-000-667.000	RENT - JAMESON HALL	7,350.00	7,000.00	3,500.00	1,075.00	1,100.00	(2,400.00)
	*Decreased Budget for 2020 - Parks Closed due to COVID						
101-000-667.100	RENT - McDONALD PARK PAVILION	1,092.00	1,500.00	1,500.00	264.00	300.00	(1,200.00)
	*Decreased Budget for 2020 - Parks Closed due to COVID						
101-000-667.200	RENT - JAMESON PAVILION	528.00	500.00	500.00	120.00	120.00	(380.00)
	*Decreased Budget for 2020 - Parks Closed due to COVID						

Charter Township of Union
101 - General Fund
2020 Budget Amendment #2

GL NUMBER	DESCRIPTION	ENDING BALANCE 12/31/2019	2020 ORIGINAL BUDGET	2020 AMENDED BUDGET	2020 YTD BALANCE 10/12/2020	2020 PROPOSED AMENDED BUDGET	2020 PROPOSED BUDGET AMENDMENT
101-000-667.300	LEASES	900.00	900.00	900.00	900.00	900.00	0.00
101-000-671.000	OTHER REVENUE	1,102.08	5,000.00	5,000.00	1,112.20	5,000.00	0.00
101-000-672.400	REVENUE-STREET LIGHTS SPEC ASSESS	19,990.66	14,000.00	18,000.00	5,747.23	18,000.00	0.00
101-000-673.000	GAIN/LOSS ON SALE(DISPOSAL)OF ASSETS	0.00	500.00	500.00	0.00	500.00	0.00
101-000-674.000	PRIVATE CONTRIBUTIONS & DONATIONS	0.00	0.00	0.00	10,416.75	10,416.00	10,416.00
*Donation from the Center for Tech & Civic Life for election costs - 1/3 of Budget submitted by Clerk Cody							
		2,123,694.54	2,180,500.00	2,071,010.00	1,545,499.88	2,156,074.00	85,064.00
Dept 101 - TRUSTEES							
101-101-702.000	SALARIES & WAGES	29,538.31	30,115.00	30,115.00	22,269.08	30,115.00	0.00
101-101-707.000	PER MEETING	3,800.00	4,000.00	4,000.00	1,725.00	4,000.00	0.00
101-101-709.000	EMPLR FICA CONTR	2,066.98	2,108.00	2,108.00	1,487.63	2,108.00	0.00
101-101-711.000	EMPLR MEDICARE CONTR	483.41	493.00	493.00	347.90	493.00	0.00
101-101-724.000	WORKER'S COMP	66.25	80.00	80.00	48.48	80.00	0.00
101-101-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	6,337.04	4,000.00	4,000.00	3,507.50	4,000.00	0.00
101-101-860.000	TRANSPORTATION/MILEAGE REIMBURSEMENT	309.36	500.00	500.00	133.40	200.00	(300.00)
*Decreased Budget-No Training Offsite Due to COVID Cancellations							
101-101-900.000	PRINTING & PUBLISHING	0.00	600.00	600.00	0.00	600.00	0.00
101-101-910.000	PROFESSIONAL DEVELOPMENT	2,252.12	5,100.00	5,100.00	41.00	2,500.00	(2,600.00)
*Decreased Budget-Less Training Due to COVID Cancellations - MTA conference, etc							
101-101-910.100	SEMINAR LODGING	0.00	2,500.00	2,500.00	0.00	0.00	(2,500.00)
*Decreased Budget-No Training Offsite Due to COVID Cancellations							
101-101-910.200	SEMINAR MEALS	0.00	500.00	500.00	0.00	200.00	(300.00)
*Decreased Budget-Less Training Due to COVID Cancellations							
101-101-915.000	MEMBERSHIP & DUES	16,236.58	16,400.00	16,400.00	15,957.82	16,400.00	0.00
101-101-955.000	MISC.	14.00	500.00	500.00	0.00	500.00	0.00
Net - Dept 101 - TRUSTEES		61,104.05	66,896.00	66,896.00	45,517.81	61,196.00	(5,700.00)
Dept 171 - SUPERVISOR							
101-171-702.000	SALARIES & WAGES	15,379.01	15,320.00	15,320.00	11,372.13	15,320.00	0.00

Charter Township of Union
101 - General Fund
2020 Budget Amendment #2

GL NUMBER	DESCRIPTION	ENDING BALANCE 12/31/2019	2020 ORIGINAL BUDGET	2020 AMENDED BUDGET	2020 YTD BALANCE 10/12/2020	2020 PROPOSED AMENDED BUDGET	2020 PROPOSED BUDGET AMENDMENT
101-171-707.000	PER MEETING	(25.00)	1,000.00	1,000.00	0.00	0.00	(1,000.00)
	*Decreased Budget-No Meetings in 2020						
101-171-709.000	EMPLR FICA CONTR	998.38	1,012.00	1,012.00	705.03	1,012.00	0.00
101-171-711.000	EMPLR MEDICARE CONTR	233.61	237.00	237.00	164.96	237.00	0.00
101-171-724.000	WORKER'S COMP	31.78	40.00	40.00	22.94	40.00	0.00
101-171-860.000	TRANSPORTATION/MILEAGE REIMBURSEMENT	0.00	350.00	350.00	0.00	0.00	(350.00)
	*Decreased Budget-No Training Offsite Due to COVID Cancellations						
101-171-910.000	PROFESSIONAL DEVELOPMENT	0.00	1,000.00	1,000.00	0.00	0.00	(1,000.00)
	*Decreased Budget-No Training Offsite Due to COVID Cancellations						
101-171-910.100	SEMINAR LODGING	0.00	750.00	750.00	0.00	0.00	(750.00)
	*Decreased Budget-No Training Offsite Due to COVID Cancellations						
101-171-910.200	SEMINAR MEALS	0.00	200.00	200.00	0.00	0.00	(200.00)
	*Decreased Budget-No Training Offsite Due to COVID Cancellations						
101-171-915.000	MEMBERSHIP & DUES	0.00	275.00	275.00	0.00	275.00	0.00
Net - Dept 171 - SUPERVISOR		16,617.78	20,184.00	20,184.00	12,265.06	16,884.00	(3,300.00)
Dept 172 - TWP MANAGER							
101-172-702.000	SALARIES & WAGES	34,877.91	34,820.00	34,820.00	25,800.51	34,820.00	0.00
101-172-702.600	CAR ALLOWANCE	0.00	0.00	3,000.00	2,500.00	3,000.00	0.00
101-172-708.000	UNEMPLOYMENT	122.72	123.00	55.00	54.33	55.00	0.00
101-172-709.000	EMPLR FICA CONTR	2,159.98	2,159.00	2,159.00	1,726.70	2,159.00	0.00
101-172-711.000	EMPLR MEDICARE CONTR	505.24	510.00	510.00	403.85	510.00	0.00
101-172-716.000	EMPLR RETIREMENT CONTR	2,628.75	0.00	3,134.00	2,524.06	3,134.00	0.00
101-172-718.500	HEALTH INSURANCE	6,469.99	6,847.00	7,520.00	5,982.75	7,520.00	0.00
101-172-718.700	HEALTH INS-EE CONTRIBUTIONS	(180.80)	(194.00)	(269.00)	(241.61)	(269.00)	0.00
101-172-719.000	DENTAL INSURANCE	165.87	171.00	175.00	131.62	175.00	0.00
101-172-719.800	VISION INSURANCE	44.40	48.00	120.00	109.86	120.00	0.00
101-172-719.900	VISION INS-EE CONTRIBUTIONS	(22.28)	(24.00)	(60.00)	(55.01)	(60.00)	0.00
101-172-724.000	WORKER'S COMP	132.31	150.00	150.00	109.04	150.00	0.00
101-172-725.000	LIFE & DISABILITY BENEFIT	119.68	150.00	150.00	111.46	150.00	0.00

Charter Township of Union
101 - General Fund
2020 Budget Amendment #2

GL NUMBER	DESCRIPTION	ENDING BALANCE 12/31/2019	2020 ORIGINAL BUDGET	2020 AMENDED BUDGET	2020 YTD BALANCE 10/12/2020	2020 PROPOSED AMENDED BUDGET	2020 PROPOSED BUDGET AMENDMENT
101-172-752.000	OFFICE SUPPLIES	0.00	300.00	300.00	0.00	300.00	0.00
101-172-791.000	SUBSCRIPTIONS & PUBLICATIONS	0.00	0.00	800.00	778.44	800.00	0.00
101-172-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	5,394.00	0.00	0.00	0.00	0.00	0.00
101-172-852.000	CONTRIBUTION TO CABLE CONSORTIUM	51,686.73	54,000.00	54,000.00	22,791.22	45,800.00	(8,200.00)
	*Decreased Budget based on decreasing trends for revenue received						
101-172-860.000	TRANSPORTATION/MILEAGE REIMBURSEMENT	223.88	250.00	250.00	0.00	250.00	0.00
101-172-880.000	COMMUNITY PROMOTION	5,938.65	8,800.00	8,800.00	5,600.00	6,000.00	(2,800.00)
	*Decreased Budget based on no leadership luncheon, original budget overestimated contribution to community branding						
101-172-900.000	PRINTING & PUBLISHING	0.00	600.00	600.00	0.00	4,200.00	3,600.00
	*Increased Budget for full page Ad published in support of the Aquatic Center						
101-172-910.000	PROFESSIONAL DEVELOPMENT	1,111.76	1,500.00	1,500.00	139.37	500.00	(1,000.00)
	*Decreased Budget-Less Training Due to Cancellations based on COVID						
101-172-910.100	SEMINAR LODGING	234.85	800.00	800.00	0.00	0.00	(800.00)
	*Decreased Budget-No Training Due to Cancellations based on COVID						
101-172-910.200	SEMINAR MEALS	19.63	200.00	200.00	0.00	0.00	(200.00)
	*Decreased Budget-No Training Due to Cancellations based on COVID						
101-172-915.000	MEMBERSHIP & DUES	580.00	600.00	600.00	75.00	600.00	0.00
101-172-955.000	MISC.	382.73	300.00	300.00	71.50	300.00	0.00
101-172-980.000	NEW OFFICE EQUIPMENT & FURNITURE	0.00	500.00	500.00	0.00	500.00	0.00
Net - Dept 172 - TWP MANAGER		112,596.00	112,610.00	120,114.00	68,613.09	110,714.00	(9,400.00)
Dept 191 - ACCOUNTING/GEN ADMIN							
101-191-702.000	SALARIES & WAGES	75,522.02	116,240.00	109,386.00	67,842.13	109,386.00	0.00
101-191-702.500	OVERTIME	4,106.59	3,900.00	3,900.00	3,162.17	4,800.00	900.00
	*Increased budget needed for Administrative Assistant attendance at Board meetings						
101-191-708.000	UNEMPLOYMENT	858.95	1,443.00	410.00	454.93	410.00	0.00
101-191-709.000	EMPLR FICA CONTR	4,715.05	7,809.00	7,809.00	4,146.51	7,809.00	0.00
101-191-711.000	EMPLR MEDICARE CONTR	1,102.81	1,742.00	1,742.00	969.88	1,742.00	0.00
101-191-716.000	EMPLR RETIREMENT CONTR	4,827.42	8,464.00	8,464.00	5,397.82	8,464.00	0.00
101-191-718.500	HEALTH INSURANCE	25,948.24	47,847.00	41,500.00	24,785.03	38,000.00	(3,500.00)

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	*Decreased budget due to timing of benefits eligibility of new employee						
101-191-718.700	HEALTH INS-EE CONTRIBUTIONS	(1,652.85)	(2,978.00)	(3,544.00)	(2,341.21)	(3,200.00)	344.00
	*Increased budget due to timing of benefits eligibility of new employee						
101-191-719.000	DENTAL INSURANCE	1,788.74	2,793.00	2,680.00	1,514.49	2,680.00	0.00
101-191-719.800	VISION INSURANCE	384.72	692.00	580.00	392.24	580.00	0.00
101-191-719.900	VISION INS-EE CONTRIBUTIONS	(192.43)	(346.00)	(290.00)	(196.17)	(290.00)	0.00
101-191-724.000	WORKER'S COMP	295.51	518.00	487.00	267.58	487.00	0.00
101-191-725.000	LIFE & DISABILITY BENEFIT	406.37	765.00	591.00	355.94	591.00	0.00
101-191-752.000	OFFICE SUPPLIES	1,112.25	2,000.00	2,000.00	1,481.97	2,000.00	0.00
101-191-767.000	UNIFORMS	100.00	100.00	100.00	0.00	200.00	100.00
	*Increased Budget for new full-time position in the department						
101-191-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	314.00	600.00	600.00	1,131.00	1,200.00	600.00
	*Increased Budget for F65 prep and submission by Yeo & Yeo						
101-191-801.020	EXTERNAL AUDIT	15,850.00	16,500.00	16,500.00	16,950.00	16,500.00	0.00
101-191-851.000	MAIL/POSTAGE	1,725.66	6,000.00	6,000.00	7,485.00	6,000.00	0.00
101-191-860.000	TRANSPORTATION/MILEAGE REIMBURSEMENT	289.88	2,000.00	2,000.00	240.82	500.00	(1,500.00)
	*Mileage reimbursement not needed/most training, seminars and meetings are virtual due to COVID response						
101-191-900.000	PRINTING & PUBLISHING	0.00	0.00	2,000.00	1,458.80	2,000.00	0.00
101-191-910.000	PROFESSIONAL DEVELOPMENT	428.00	1,200.00	1,200.00	1,241.74	2,000.00	800.00
	*Increase in virtual webinars related to COVID and new employee training						
101-191-910.100	SEMINAR LODGING	613.82	2,500.00	2,500.00	0.00	0.00	(2,500.00)
	*Decreased Budget-No Training/seminars offsite due to cancellations based on COVID						
101-191-910.200	SEMINAR MEALS	27.97	300.00	300.00	0.00	0.00	(300.00)
	*Decreased Budget-No Training/seminars offsite due to cancellations based on COVID						
101-191-915.000	MEMBERSHIP & DUES	452.25	500.00	500.00	345.00	500.00	0.00
101-191-955.000	MISC.	0.40	100.00	100.00	0.00	100.00	0.00
101-191-955.001	BANK FEES	372.00	240.00	240.00	69.00	240.00	0.00
101-191-980.000	NEW OFFICE EQUIPMENT & FURNITURE	5,614.00	4,000.00	5,500.00	3,460.06	5,500.00	0.00
101-191-980.100	NEW COMPUTER HARDWARE & SOFTWARE	475.94	500.00	500.00	99.99	500.00	0.00
Net - Dept 191 - ACCOUNTING/GEN ADMIN		145,487.31	225,429.00	213,755.00	140,714.72	208,699.00	(5,056.00)

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Dept 215 - CLERK							
101-215-702.000	SALARIES & WAGES	23,832.10	28,000.00	30,000.00	23,847.40	34,000.00	4,000.00
	*Increased budget for deputy clerk hours needed for absentee ballot requests						
101-215-702.500	OVERTIME	0.00	0.00	0.00	0.00	500.00	500.00
	*Increased budget for deputy clerk hours needed for absentee ballot requests						
101-215-707.000	PER MEETING	1,875.00	1,700.00	1,700.00	175.00	1,700.00	0.00
101-215-709.000	EMPLR FICA CONTR	1,593.84	1,785.00	1,970.00	1,489.39	2,214.00	244.00
	*Increased budget for deputy clerk hours needed for absentee ballot requests						
101-215-711.000	EMPLR MEDICARE CONTR	372.75	418.00	465.00	348.33	518.00	53.00
	*Increased budget for deputy clerk hours needed for absentee ballot requests						
101-215-724.000	WORKER'S COMP	56.08	58.00	70.00	61.69	107.00	37.00
	*Increased budget for deputy clerk hours needed for absentee ballot requests						
101-215-752.000	OFFICE SUPPLIES	215.86	500.00	500.00	465.31	500.00	0.00
101-215-754.000	OPERATING SUPPLIES	0.00	500.00	500.00	22.47	500.00	0.00
101-215-860.000	TRANSPORTATION/MILEAGE REIMBURSEMENT	148.31	600.00	600.00	275.83	600.00	0.00
101-215-900.000	PRINTING & PUBLISHING	2,499.63	2,000.00	2,500.00	2,386.11	3,000.00	500.00
	*Increased Budget based on YTD actuals coming in higher than expected						
101-215-910.000	PROFESSIONAL DEVELOPMENT	0.00	1,000.00	1,000.00	0.00	1,000.00	0.00
101-215-910.100	SEMINAR LODGING	0.00	750.00	750.00	0.00	0.00	(750.00)
	*Decreased Budget-No Training/seminars offsite due to COVID						
101-215-910.200	SEMINAR MEALS	0.00	200.00	200.00	0.00	200.00	0.00
101-215-915.000	MEMBERSHIP & DUES	0.00	150.00	150.00	0.00	150.00	0.00
101-215-980.000	NEW OFFICE EQUIPMENT & FURNITURE	0.00	0.00	3,500.00	3,415.00	3,500.00	0.00
Net - Dept 215 - CLERK		30,593.57	37,661.00	43,905.00	32,486.53	48,489.00	4,584.00
Dept 228 - DATA PROCESSING, INFORMATION TECHNOLOGY							
101-228-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	37,293.76	43,425.00	43,425.00	30,462.99	43,425.00	0.00
101-228-950.000	HARDWARE REPLACEMENTS	12,222.13	6,350.00	9,000.00	2,727.61	9,000.00	0.00
Net - Dept 228 - DATA PROCESSING, INFORMATION TECHNOLOGY		49,515.89	49,775.00	52,425.00	33,190.60	52,425.00	0.00

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Dept 253 - TREASURER							
101-253-702.000	SALARIES & WAGES	21,271.50	24,102.00	24,102.00	15,729.50	24,102.00	0.00
101-253-707.000	PER MEETING	0.00	500.00	500.00	0.00	0.00	(500.00)
	*Decreased Budget-No meetings in 2020						
101-253-709.000	EMPLR FICA CONTR	1,318.83	1,525.00	1,525.00	975.23	1,525.00	0.00
101-253-711.000	EMPLR MEDICARE CONTR	308.44	357.00	357.00	228.08	357.00	0.00
101-253-724.000	WORKER'S COMP	42.23	51.00	51.00	31.73	51.00	0.00
101-253-729.000	TAX BILLS	997.10	0.00	0.00	0.00	0.00	0.00
101-253-752.000	OFFICE SUPPLIES	988.50	1,500.00	1,500.00	179.70	1,500.00	0.00
101-253-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	0.00	500.00	2,000.00	767.03	2,000.00	0.00
101-253-851.000	MAIL/POSTAGE	3,728.66	4,000.00	4,000.00	1,946.00	4,000.00	0.00
101-253-860.000	TRANSPORTATION/MILEAGE REIMBURSEMENT	0.00	250.00	250.00	0.00	250.00	0.00
101-253-910.000	PROFESSIONAL DEVELOPMENT	0.00	1,000.00	1,000.00	0.00	1,000.00	0.00
101-253-910.100	SEMINAR LODGING	0.00	750.00	750.00	0.00	0.00	(750.00)
	*Decreased Budget-No Training/seminars offsite due to COVID						
101-253-910.200	SEMINAR MEALS	0.00	200.00	200.00	0.00	0.00	(200.00)
	*Decreased Budget-No Training/seminars offsite due to COVID						
101-253-915.000	MEMBERSHIP & DUES	50.00	50.00	50.00	75.00	50.00	0.00
101-253-955.000	MISC.	0.00	200.00	200.00	0.00	200.00	0.00
Net - Dept 253 - TREASURER		28,705.26	34,985.00	36,485.00	19,932.27	35,035.00	(1,450.00)
Dept 257 - ASSESSOR							
101-257-702.000	SALARIES & WAGES	94,728.23	109,750.00	44,500.00	41,938.99	42,000.00	(2,500.00)
	*Decreased Budget based on Assessor's retirement/switch to contracted Assessor						
101-257-702.500	OVERTIME	81.34	0.00	0.00	0.00	0.00	0.00
101-257-702.700	LONGEVITY PAY	0.00	0.00	0.00	1,040.08	1,040.00	1,040.00
	*Increased Budget based on collective bargaining agreement						
101-257-705.000	LEAVE TIME PAYOUT	0.00	0.00	15,120.00	15,105.95	15,120.00	0.00
101-257-707.000	PER DIEM	3,500.00	4,125.00	4,125.00	2,875.00	4,125.00	0.00

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101-257-708.000	UNEMPLOYMENT	1,098.94	866.00	153.00	153.00	153.00	0.00
101-257-709.000	EMPLR FICA CONTR	6,556.40	7,060.00	3,941.00	3,697.09	3,700.00	(241.00)
	*Decreased Budget based on Assessor's retirement/switch to contracted Assessor						
101-257-711.000	EMPLR MEDICARE CONTR	1,533.36	1,651.00	922.00	864.65	865.00	(57.00)
	*Decreased Budget based on Assessor's retirement/switch to contracted Assessor						
101-257-712.000	TEMPORARY LABOR	7,620.00	0.00	0.00	0.00	0.00	0.00
101-257-716.000	EMPLR RETIREMENT CONTR	6,728.00	8,300.00	5,350.00	5,207.31	5,250.00	(100.00)
	*Decreased Budget based on Assessor's retirement/switch to contracted Assessor						
101-257-718.500	HEALTH INSURANCE	21,862.39	35,900.00	12,200.00	11,980.56	12,000.00	(200.00)
	*Decreased Budget based on Assessor's retirement/switch to contracted Assessor						
101-257-718.700	HEALTH INS-EE CONTRIBUTIONS	(730.18)	(1,487.00)	(500.00)	(416.57)	(500.00)	0.00
101-257-719.000	DENTAL INSURANCE	650.84	1,226.00	250.00	218.52	250.00	0.00
101-257-719.800	VISION INSURANCE	195.36	350.00	81.00	80.64	81.00	0.00
101-257-719.900	VISION INS-EE CONTRIBUTIONS	(97.68)	(175.00)	(41.00)	(40.32)	(41.00)	0.00
101-257-724.000	WORKER'S COMP	758.49	900.00	490.00	424.02	490.00	0.00
101-257-725.000	LIFE & DISABILITY BENEFIT	229.20	570.00	150.00	133.70	150.00	0.00
101-257-754.000	OPERATING SUPPLIES	1,253.24	1,050.00	1,050.00	353.93	1,050.00	0.00
101-257-759.000	GAS/FUEL	211.94	200.00	200.00	25.03	50.00	(150.00)
	*Decreased Budget based on Assessor's retirement/switch to contracted Assessor						
101-257-767.000	UNIFORMS	0.00	200.00	200.00	67.00	100.00	(100.00)
	*Decreased Budget based on Assessor's retirement/switch to contracted Assessor						
101-257-791.000	SUBSCRIPTIONS & PUBLICATIONS	0.00	400.00	400.00	150.00	400.00	0.00
101-257-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	23,626.28	16,000.00	61,000.00	48,272.00	61,000.00	0.00
101-257-850.000	COMMUNICATIONS	1,144.17	1,500.00	1,500.00	946.79	1,500.00	0.00
101-257-851.000	MAIL/POSTAGE	1,729.00	2,250.00	2,250.00	1,729.00	2,250.00	0.00
101-257-860.000	TRANSPORTATION/MILEAGE REIMBURSEMENT	356.23	1,000.00	500.00	404.72	500.00	0.00
101-257-900.000	PRINTING & PUBLISHING	2,053.21	1,500.00	1,500.00	626.96	1,500.00	0.00
101-257-910.000	PROFESSIONAL DEVELOPMENT	5,019.75	3,500.00	100.00	50.00	100.00	0.00
101-257-910.100	SEMINAR LODGING	209.43	1,750.00	0.00	0.00	0.00	0.00
101-257-910.200	SEMINAR MEALS	58.62	300.00	0.00	0.00	0.00	0.00

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101-257-915.000	MEMBERSHIP & DUES	190.00	1,500.00	400.00	375.00	400.00	0.00
101-257-955.000	MISC.	478.82	1,000.00	1,000.00	233.11	300.00	(700.00)
	*Decreased Budget based on Assessor's retirement/switch to contracted Assessor						
101-257-980.100	NEW COMPUTER HARDWARE & SOFTWARE	670.30	750.00	750.00	0.00	750.00	0.00
Net - Dept 257 - ASSESSOR		181,715.68	201,936.00	157,591.00	136,496.16	154,583.00	(3,008.00)
Dept 262 - ELECTIONS							
101-262-702.000	SALARIES & WAGES	0.00	100.00	1,000.00	348.36	1,200.00	200.00
	*Increased Budget for full-time employees time working during the election						
101-262-702.500	OVERTIME	0.00	0.00	0.00	0.00	500.00	500.00
	*Increased Budget for full-time employees time working during the election						
101-262-708.000	UNEMPLOYMENT	0.00	0.00	20.00	2.09	20.00	0.00
101-262-709.000	EMPLR FICA CONTR	0.00	5.00	60.00	21.48	120.00	60.00
	*Increased Budget for full-time employees time working during the election						
101-262-711.000	EMPLR MEDICARE CONTR	0.00	2.00	20.00	5.02	28.00	8.00
	*Increased Budget for full-time employees time working during the election						
101-262-712.000	ELECTION WORKERS	0.00	10,000.00	18,000.00	10,915.50	18,000.00	0.00
101-262-716.000	EMPLR RETIREMENT CONTR	0.00	10.00	100.00	31.35	135.00	35.00
	*Increased Budget for full-time employees time working during the election						
101-262-718.500	HEALTH INSURANCE	0.00	25.00	25.00	174.30	700.00	675.00
	*Increased Budget based on help needed from full-time employees for election, set-up and take down						
101-262-719.000	DENTAL INSURANCE	0.00	2.00	2.00	9.12	46.00	44.00
	*Increased Budget based on help needed from full-time employees for election, set-up and take down						
101-262-724.000	WORKER'S COMP	0.00	2.00	2.00	7.44	20.00	18.00
	*Increased Budget based on help needed from full-time employees for election, set-up and take down						
101-262-754.000	OPERATING SUPPLIES	312.48	10,000.00	10,000.00	9,653.80	13,000.00	3,000.00
	*Increased Budget based on absentee ballot costs and COVID related expenditures-presidential election year increases						
101-262-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	0.00	2,000.00	8,000.00	4,469.60	8,000.00	0.00
101-262-851.000	MAIL/POSTAGE	0.00	50.00	50.00	4.34	2,600.00	2,550.00
	*Increased Budget based on costs to mail applications for absentee ballots and absentee ballots						

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101-262-900.000	PRINTING & PUBLISHING	0.00	100.00	1,600.00	1,503.00	1,600.00	0.00
101-262-910.000	PROFESSIONAL DEVELOPMENT	0.00	0.00	300.00	29.41	300.00	0.00
101-262-955.000	MISC.	0.00	400.00	400.00	0.00	400.00	0.00
Net - Dept 262 - ELECTIONS		312.48	22,696.00	39,579.00	27,174.81	46,669.00	7,090.00
Dept 265 - TWP HALL & GROUNDS							
101-265-702.000	SALARIES & WAGES	0.00	0.00	0.00	561.13	600.00	600.00
	*Increased Budget for Handyman maintenance & Removal of recycling at the Township Hall						
101-265-708.000	UNEMPLOYMENT	0.00	0.00	0.00	7.80	0.00	0.00
101-265-709.000	EMPLR FICA CONTR	0.00	0.00	0.00	34.56	0.00	0.00
101-265-711.000	EMPLR MEDICARE CONTR	0.00	0.00	0.00	8.10	0.00	0.00
101-265-716.000	EMPLR RETIREMENT CONTR	0.00	0.00	0.00	50.50	0.00	0.00
101-265-718.500	HEALTH INSURANCE	0.00	0.00	0.00	321.89	400.00	400.00
	*Increased Budget for Handyman maintenance & Removal of recycling at the Township Hall						
101-265-719.000	DENTAL INSURANCE	0.00	0.00	0.00	15.56	0.00	0.00
101-265-724.000	WORKER'S COMP	0.00	0.00	0.00	12.86	0.00	0.00
101-265-754.000	OPERATING SUPPLIES	3,560.31	4,500.00	6,000.00	5,210.91	8,000.00	2,000.00
	*Increased Budget-Extra supplies needed due to COVID						
101-265-776.100	HALL CLEANING	6,597.56	6,900.00	6,900.00	5,301.27	6,900.00	0.00
101-265-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	18,144.68	21,000.00	21,000.00	4,221.13	21,000.00	0.00
101-265-850.000	COMMUNICATIONS	2,809.52	3,200.00	3,200.00	2,465.99	3,200.00	0.00
101-265-890.000	SAFETY	433.50	1,000.00	1,000.00	904.28	1,000.00	0.00
101-265-917.000	WATER & SEWER CHARGES	591.60	700.00	700.00	295.80	700.00	0.00
101-265-920.000	ELECTRIC/NATURAL GAS	10,402.61	12,000.00	12,000.00	7,765.56	12,000.00	0.00
101-265-930.000	REPAIRS	0.00	0.00	0.00	164.00	0.00	0.00
101-265-930.001	MAINT-EQUIPMENT	0.00	500.00	500.00	0.00	500.00	0.00
101-265-930.200	MAINT-GROUNDS	421.46	500.00	500.00	120.55	500.00	0.00
101-265-930.300	MAINT-BUILDINGS	1,448.56	2,000.00	3,500.00	3,891.87	4,500.00	1,000.00
	*Increased Budget-Extra maintenance needed to Township Hall furnace, A/C unit, freon, etc before being replaced						
101-265-935.000	PROPERTY/LIABILITY INSURANCE	11,030.67	11,500.00	11,500.00	9,450.24	11,500.00	0.00

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101-265-940.100	POSTAGE METER LEASE	1,816.56	2,000.00	2,000.00	916.89	2,000.00	0.00
101-265-955.000	MISC.	44.93	250.00	250.00	1.68	250.00	0.00
101-265-980.000	NEW OFFICE EQUIPMENT & FURNITURE	12,613.25	3,000.00	3,000.00	0.00	0.00	(3,000.00)
	*Decreased budget, amount moved to 2021						
Net - Dept 265 - TWP HALL & GROUNDS		69,915.21	69,050.00	72,050.00	41,722.57	73,050.00	1,000.00
Dept 266 - LEGAL/ATTORNEY							
101-266-826.000	LEGAL FEES	64,670.86	60,000.00	90,000.00	59,216.22	120,000.00	30,000.00
	*Increased Budget for higher than expected general legal fees & cases related to the new extraction ordinance-some amounts reimbursed by insurance						
101-266-826.500	LEGAL FEES-ASSESSOR	18,443.76	0.00	6,557.00	10,360.00	11,560.00	5,003.00
	*Increased Budget for the Pung Matter approved by the Board of Trustees in 2020						
Net - Dept 266 - LEGAL/ATTORNEY		83,114.62	60,000.00	96,557.00	69,576.22	131,560.00	35,003.00
Dept 371 - BUILDING							
101-371-702.000	SALARIES & WAGES	83,314.59	112,508.00	93,350.00	69,480.87	93,350.00	0.00
101-371-702.500	OVERTIME	2,009.71	1,500.00	1,500.00	1,711.48	2,500.00	1,000.00
	*Increased Budget based on actual expenditures in 2019 & YTD 2020						
101-371-708.000	UNEMPLOYMENT	736.20	1,299.00	306.00	306.00	306.00	0.00
101-371-709.000	EMPLR FICA CONTR	5,007.44	7,037.00	5,885.00	4,130.66	5,885.00	0.00
101-371-711.000	EMPLR MEDICARE CONTR	1,171.10	1,646.00	1,380.00	966.05	1,380.00	0.00
101-371-716.000	EMPLR RETIREMENT CONTR	6,410.78	8,513.00	8,513.00	6,397.00	8,513.00	0.00
101-371-718.500	HEALTH INSURANCE	39,195.15	51,250.00	45,000.00	33,839.87	45,000.00	0.00
101-371-718.700	HEALTH INS-EE CONTRIBUTIONS	(2,944.08)	(3,940.00)	(4,360.00)	(3,523.66)	(4,360.00)	0.00
101-371-719.000	DENTAL INSURANCE	3,245.89	4,180.00	3,340.00	2,364.02	3,340.00	0.00
101-371-719.800	VISION INSURANCE	382.56	555.00	620.00	511.20	620.00	0.00
101-371-719.900	VISION INS-EE CONTRIBUTIONS	(191.28)	(277.00)	(310.00)	(255.60)	(310.00)	0.00
101-371-724.000	WORKER'S COMP	488.27	777.00	600.00	401.58	600.00	0.00
101-371-725.000	LIFE & DISABILITY BENEFIT	601.44	840.00	640.00	529.20	640.00	0.00
101-371-752.000	OFFICE SUPPLIES	433.92	400.00	1,200.00	856.79	1,200.00	0.00
101-371-754.000	OPERATING SUPPLIES	8.81	500.00	500.00	462.82	500.00	0.00

Charter Township of Union
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GL NUMBER	DESCRIPTION	ENDING BALANCE 12/31/2019	2020 ORIGINAL BUDGET	2020 AMENDED BUDGET	2020 YTD BALANCE 10/12/2020	2020 PROPOSED AMENDED BUDGET	2020 PROPOSED BUDGET AMENDMENT
101-371-759.000	GAS/FUEL	881.95	1,200.00	1,200.00	335.40	500.00	(700.00)
	*Decreased Budget based on actual expenditures in YTD 2020						
101-371-767.000	UNIFORMS	174.50	200.00	200.00	100.00	200.00	0.00
101-371-775.100	VEHICLE CLEANING	12.00	125.00	125.00	0.00	125.00	0.00
101-371-791.000	SUBSCRIPTIONS & PUBLICATIONS	0.00	500.00	500.00	0.00	500.00	0.00
101-371-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	131,062.72	70,900.00	100,000.00	54,222.96	100,000.00	0.00
101-371-850.000	COMMUNICATIONS	609.67	800.00	800.00	589.20	800.00	0.00
101-371-851.000	MAIL/POSTAGE	0.00	35.00	35.00	0.00	35.00	0.00
101-371-860.000	TRANSPORTATION/MILEAGE REIMBURSEMENT	81.44	250.00	250.00	0.00	250.00	0.00
101-371-880.000	COMMUNITY PROMOTION	595.00	600.00	600.00	0.00	600.00	0.00
101-371-900.000	PRINTING & PUBLISHING	0.00	0.00	2,000.00	3,018.17	3,500.00	1,500.00
	*Increased budget for required notices for the updated Construction Codes Ordinance and Rental Housing Ordinance						
101-371-910.000	PROFESSIONAL DEVELOPMENT	5,292.50	4,000.00	4,000.00	49.37	500.00	(3,500.00)
	*Decreased Budget-Less Training Due to Cancellations based on COVID						
101-371-910.100	SEMINAR LODGING	406.98	500.00	500.00	0.00	0.00	(500.00)
	*Decreased Budget-No Training/seminars offsite due to cancellations based on COVID						0.00
101-371-910.200	SEMINAR MEALS	646.94	1,000.00	1,000.00	39.53	100.00	(900.00)
	*Decreased Budget-No Training/seminars offsite due to cancellations based on COVID						0.00
101-371-915.000	MEMBERSHIP & DUES	890.00	1,100.00	1,100.00	1,051.00	1,100.00	0.00
101-371-930.000	VEHICLE REPAIRS & MAINTENANCE	1,640.73	400.00	400.00	323.68	1,000.00	600.00
	*Increased Budget based on YTD actuals coming in higher than expected						
101-371-980.100	NEW COMPUTER HARDWARE & SOFTWARE	670.30	1,000.00	1,000.00	1,758.98	1,800.00	800.00
	*Increased budget for Rental Inspector emergency computer replacement						
Net - Dept 371 - BUILDING		282,835.23	269,398.00	271,874.00	179,666.57	270,174.00	(1,700.00)
Dept 441 - PUBLIC WORKS							
101-441-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	18,360.81	31,500.00	31,500.00	18,360.81	31,500.00	0.00
101-441-920.000	STREET LIGHTING	23,625.17	23,000.00	23,000.00	17,830.82	23,000.00	0.00
101-441-962.000	DRAINS AT LARGE	28,155.34	29,000.00	29,000.00	26,667.61	26,700.00	(2,300.00)
	*Decreased Budget based on Actual 2020 amounts billed and paid						

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GL NUMBER	DESCRIPTION	ENDING BALANCE 12/31/2019	2020 ORIGINAL BUDGET	2020 AMENDED BUDGET	2020 YTD BALANCE 10/12/2020	2020 PROPOSED AMENDED BUDGET	2020 PROPOSED BUDGET AMENDMENT
101-441-967.000	CONTRIBUTIONS TO ROAD COMMISSION	37,002.97	475,000.00	489,000.00	65,367.96	150,000.00	(339,000.00)
	*Decreased Budget for Road Projects delayed until 2021-Lincoln Rd and Isabella Rd Intersection Improvements						
101-441-967.100	CONTRIBUTION TO AIRPORT IMPROVEMENTS	0.00	10,000.00	10,000.00	0.00	0.00	(10,000.00)
	*Decreased Budget Contribution expected in 2021 budget year, not 2020						
101-441-970.100	SIDEWALKS AND NON MOTORIZED PATHS	0.00	100,000.00	100,000.00	188,867.31	203,900.00	103,900.00
	*Increased Budget for the sidewalk project engineering work by Rowe approved by the Board in June, 2020						
	*Increased Budget for the contribution to the CMU Connector Pathway- \$150,000 from Saginaw Chippewa Tribe in Revenue above						
Net - Dept 441 - PUBLIC WORKS		107,144.29	668,500.00	682,500.00	317,094.51	435,100.00	(247,400.00)
Dept 701 - PLANNING							
101-701-702.000	SALARIES & WAGES	62,132.87	123,475.00	135,000.00	100,851.41	135,000.00	0.00
101-701-707.000	PER DIEM	11,770.00	16,255.00	16,255.00	7,370.00	16,255.00	0.00
101-701-708.000	UNEMPLOYMENT	368.10	914.00	323.00	334.53	323.00	0.00
101-701-709.000	EMPLR FICA CONTR	4,416.15	8,670.00	9,644.00	6,304.64	9,644.00	0.00
101-701-711.000	EMPLR MEDICARE CONTR	1,032.86	2,050.00	2,255.00	1,474.43	2,255.00	0.00
101-701-716.000	EMPLR RETIREMENT CONTR	4,379.03	9,190.00	12,050.00	8,838.40	12,050.00	0.00
101-701-718.500	HEALTH INSURANCE	19,459.96	41,000.00	45,000.00	32,019.63	45,000.00	0.00
101-701-718.700	HEALTH INS-EE CONTRIBUTIONS	(1,386.06)	(3,152.00)	(4,358.00)	(3,342.11)	(4,358.00)	0.00
101-701-719.000	DENTAL INSURANCE	1,506.12	2,622.00	3,340.00	2,224.96	3,340.00	0.00
101-701-719.800	VISION INSURANCE	325.20	742.00	708.00	294.80	708.00	0.00
101-701-719.900	VISION INS-EE CONTRIBUTIONS	(162.60)	(370.00)	(354.00)	(147.40)	(354.00)	0.00
101-701-724.000	WORKER'S COMP	480.56	1,060.00	890.00	621.73	890.00	0.00
101-701-725.000	LIFE & DISABILITY BENEFIT	349.44	785.00	785.00	473.40	785.00	0.00
101-701-752.000	OFFICE SUPPLIES	0.00	250.00	1,000.00	577.37	1,000.00	0.00
101-701-767.000	UNIFORMS	46.00	100.00	100.00	64.50	100.00	0.00
101-701-791.000	SUBSCRIPTIONS & PUBLICATIONS	0.00	100.00	100.00	0.00	100.00	0.00
101-701-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	27,538.75	12,000.00	15,000.00	9,373.75	13,000.00	(2,000.00)
	*Increased Budget for Compilation of Ordinances by Municode \$3,400						
	*Increased Budget for remaining charges related to the Revised Zoning Ordinance \$4,600						
	*Decreased Budget for Rowe Engineering on Sidewalks budget in other Departments-not needed in Planning Dept \$5,000						

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GL NUMBER	DESCRIPTION	ENDING BALANCE 12/31/2019	2020 ORIGINAL BUDGET	2020 AMENDED BUDGET	2020 YTD BALANCE 10/12/2020	2020 PROPOSED AMENDED BUDGET	2020 PROPOSED BUDGET AMENDMENT
	*Decreased Budget for Development Review Implementation no longer needed \$5,000						
101-701-851.000	MAIL/POSTAGE	125.82	150.00	150.00	0.00	150.00	0.00
101-701-860.000	TRANSPORTATION/MILEAGE REIMBURSEMENT	636.01	600.00	600.00	178.26	600.00	0.00
101-701-900.000	PRINTING & PUBLISHING	7,135.46	8,000.00	8,000.00	8,322.83	12,000.00	4,000.00
	*Increased Budget for required notices for the Municipal Ordinance Violations Bureau and Pilot Ordinance updates						
101-701-910.000	PROFESSIONAL DEVELOPMENT	4,760.50	2,000.00	2,000.00	2,538.37	3,500.00	1,500.00
	*Increased Budget due to actual amounts spent on virtual training YTD-New Director hired in 2020						
101-701-910.100	SEMINAR LODGING	29.50	400.00	400.00	0.00	0.00	(400.00)
	*Decreased Budget-No Training/seminars offsite due to cancellations based on COVID						
101-701-910.200	SEMINAR MEALS	323.53	600.00	600.00	0.00	0.00	(600.00)
	*Decreased Budget-No Training/seminars offsite due to cancellations based on COVID						
101-701-915.000	MEMBERSHIP & DUES	812.50	1,000.00	1,000.00	925.00	1,000.00	0.00
101-701-955.000	MISC.	7.00	250.00	250.00	0.00	250.00	0.00
Net - Dept 701 - PLANNING		146,086.70	228,691.00	250,738.00	179,298.50	253,238.00	2,500.00
Dept 751 - PARKS & RECREATION							
101-751-702.000	SALARIES & WAGES	21,295.84	27,338.00	27,338.00	13,759.17	20,503.00	(6,835.00)
	*Decreased Budget for Parks Closing due to public reaction to COVID						
101-751-702.500	OVERTIME	1,929.23	3,000.00	3,000.00	521.82	600.00	(2,400.00)
	*Decreased Budget for Parks Closing due to public reaction to COVID						
101-751-708.000	UNEMPLOYMENT	424.09	1,400.00	1,400.00	88.14	200.00	(1,200.00)
	*Decreased Budget for Parks Closing due to public reaction to COVID						
101-751-709.000	EMPLR FICA CONTR	1,891.68	2,552.00	2,552.00	1,006.26	1,521.00	(1,031.00)
	*Decreased Budget for Parks Closing due to public reaction to COVID						
101-751-711.000	EMPLR MEDICARE CONTR	442.43	600.00	600.00	235.28	356.00	(244.00)
	*Decreased Budget for Parks Closing due to public reaction to COVID						
101-751-712.000	TEMPORARY LABOR	8,260.50	10,816.00	10,816.00	2,912.88	3,432.00	(7,384.00)
	*Decreased Budget for Parks Closing due to public reaction to COVID						
101-751-716.000	EMPLR RETIREMENT CONTR	1,703.84	2,215.00	2,215.00	1,269.71	1,583.00	(632.00)
	*Decreased Budget for Parks Closing due to public reaction to COVID						

Charter Township of Union
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GL NUMBER	DESCRIPTION	ENDING BALANCE 12/31/2019	2020 ORIGINAL BUDGET	2020 AMENDED BUDGET	2020 YTD BALANCE 10/12/2020	2020 PROPOSED AMENDED BUDGET	2020 PROPOSED BUDGET AMENDMENT
101-751-718.500	HEALTH INSURANCE	11,156.20	16,400.00	16,400.00	7,641.76	12,300.00	(4,100.00)
	*Decreased Budget for Parks Closing due to public reaction to COVID						
101-751-718.700	HEALTH INS-EE CONTRIBUTIONS	(825.86)	(1,261.00)	(1,261.00)	(970.50)	(946.00)	315.00
	*Increased Budget for Parks Closing due to public reaction to COVID						
101-751-719.000	DENTAL INSURANCE	900.96	1,338.00	1,338.00	529.28	1,003.00	(335.00)
	*Decreased Budget for Parks Closing due to public reaction to COVID						
101-751-719.800	VISION INSURANCE	182.14	297.00	297.00	138.72	223.00	(74.00)
	*Decreased Budget for Parks Closing due to public reaction to COVID						
101-751-719.900	VISION INS-EE CONTRIBUTIONS	(91.08)	(148.00)	(148.00)	(69.34)	(111.00)	37.00
	*Increased Budget for Parks Closing due to public reaction to COVID						
101-751-724.000	WORKER'S COMP	797.21	1,190.00	1,190.00	400.00	709.00	(481.00)
	*Decreased Budget for Parks Closing due to public reaction to COVID						
101-751-725.000	LIFE & DISABILITY BENEFIT	160.32	246.00	246.00	151.25	184.00	(62.00)
	*Decreased Budget for Parks Closing due to public reaction to COVID						
101-751-754.000	OPERATING SUPPLIES	3,123.82	4,000.00	4,000.00	1,269.98	1,500.00	(2,500.00)
	*Decreased Budget for Parks Closing due to public reaction to COVID						
101-751-759.000	GAS/FUEL	1,148.05	1,500.00	1,500.00	364.44	500.00	(1,000.00)
	*Decreased Budget for Parks Closing due to public reaction to COVID						
101-751-767.000	UNIFORMS	0.00	500.00	500.00	71.51	500.00	0.00
101-751-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	3,950.57	19,200.00	19,200.00	4,439.94	5,200.00	(14,000.00)
	*Decreased Budget for Parks Master Plan work expected in 2021 instead of 2020						
101-751-860.000	TRANSPORTATION/MILEAGE REIMBURSEMENT	0.00	100.00	100.00	0.00	100.00	0.00
101-751-890.000	SAFETY	362.69	4,000.00	4,000.00	359.38	1,000.00	(3,000.00)
	*Decreased Budget based on actual amounts spent YTD and in 2019						
101-751-900.000	PRINTING & PUBLISHING	223.68	500.00	500.00	126.75	500.00	0.00
101-751-910.000	PROFESSIONAL DEVELOPMENT	0.00	800.00	800.00	0.00	0.00	(800.00)
	*Decreased Budget based on actual amounts spent YTD and in 2019						
101-751-917.000	WATER & SEWER CHARGES	4,813.65	4,000.00	4,000.00	3,345.29	4,000.00	0.00
101-751-920.000	ELECTRIC/NATURAL GAS	3,849.28	6,250.00	6,250.00	2,192.60	4,000.00	(2,250.00)
	*Decreased Budget based on actual amounts spent YTD and in 2019						

Charter Township of Union
101 - General Fund
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GL NUMBER	DESCRIPTION	ENDING BALANCE 12/31/2019	2020 ORIGINAL BUDGET	2020 AMENDED BUDGET	2020 YTD BALANCE 10/12/2020	2020 PROPOSED AMENDED BUDGET	2020 PROPOSED BUDGET AMENDMENT
101-751-930.000	REPAIRS	0.00	5,000.00	5,000.00	0.00	0.00	(5,000.00)
	*Decreased Budget based on actual amounts spent YTD						
101-751-930.001	MAINT-EQUIPMENT	1,324.70	2,000.00	2,000.00	580.81	2,000.00	0.00
101-751-930.200	MAINT-GROUNDS	6,262.44	2,500.00	10,500.00	8,933.75	10,500.00	0.00
101-751-930.250	MAINT-DOG PARK	3,250.00	4,000.00	4,000.00	1,278.00	3,000.00	(1,000.00)
	*Decreased Budget based on City's estimated Township contribution						
101-751-930.300	MAINT-BUILDINGS	1,488.74	2,500.00	2,500.00	290.08	1,500.00	(1,000.00)
	*Decreased Budget based on actual amounts spent YTD and in 2019						
101-751-933.000	MAINT-VEHICLES	154.10	500.00	500.00	48.50	500.00	0.00
101-751-955.000	MISC.	19.49	200.00	200.00	0.00	200.00	0.00
101-751-977.000	NEW EQUIPMENT PURCHASE	6,106.06	11,500.00	11,500.00	1,246.64	8,500.00	(3,000.00)
	*Decreased Budget due to cost of new picnic tables and grills coming in lower than expected						
Net - Dept 751 - PARKS & RECREATION		84,304.77	135,033.00	143,033.00	52,162.10	85,057.00	(57,976.00)
Dept 901 - CAPITAL OUTLAY							
101-901-976.299	CAPITAL OUTLAY-ELECTION EQUIPMENT	0.00	0.00	0.00	35,428.51	35,500.00	35,500.00
	*Increased Budget for purchase of new high speed absentee ballot tabulator						
101-901-976.302	CAPITAL OUTLAY-TOWNSHIP HALL	6,534.00	7,000.00	19,129.00	12,129.00	12,129.00	(7,000.00)
	*Decreased Budget due to Boardroom I.T. upgrades to be completed in 2021						
101-901-976.303	CAPITAL OUTLAY-PROPERTY	0.00	0.00	0.00	6,222.76	7,200.00	7,200.00
	*Increased Budget for purchase of real property @ 5243 Jonathon Lane for public purposes						
101-901-976.304	CAPITAL OUTLAY-PLAYGROUND EQUIPMENT	31,363.75	25,000.00	25,000.00	20,066.44	21,000.00	(4,000.00)
	*Decreased Budget due to installation of playground equipment costs coming in lower than expected						
101-901-976.306	CAPITAL OUTLAY-PARKS DEPT	5,000.00	211,000.00	227,500.00	18,478.00	50,000.00	(177,500.00)
	Decreased Budget due to Jameson Hall upgrades moved to 2021 (Preliminary surveying/engineering done in 2020)						
Net - Dept 901 - CAPITAL OUTLAY		42,897.75	243,000.00	271,629.00	92,324.71	125,829.00	(145,800.00)
Dept 910 - DEBT SERVICE-LEASES							
101-910-991.500	LEASE PAYABLE PRINCIPAL	11,446.92	11,448.00	11,448.00	9,297.81	12,398.00	950.00
	*Increased Budget for actual principal/interest amount allocations						

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GL NUMBER	DESCRIPTION	ENDING BALANCE 12/31/2019	2020 ORIGINAL BUDGET	2020 AMENDED BUDGET	2020 YTD BALANCE 10/12/2020	2020 PROPOSED AMENDED BUDGET	2020 PROPOSED BUDGET AMENDMENT
101-910-992.500	LEASE PAYABLE INTEREST	1,842.96	1,845.00	1,845.00	669.06	892.00	(953.00)
	*Decreased Budget for actual principal/interest amount allocations						
	Net - Dept 910 - DEBT SERVICE-LEASES	13,289.88	13,293.00	13,293.00	9,966.87	13,290.00	(3.00)
TOTAL REVENUES		2,123,694.54	2,180,500.00	2,071,010.00	1,545,499.88	2,156,074.00	85,064.00
TOTAL EXPENDITURES		1,456,236.47	2,459,137.00	2,552,608.00	1,458,203.10	2,121,992.00	(430,616.00)
NET OF REVENUES & EXPENDITURES		667,458.07	(278,637.00)	(481,598.00)	87,296.78	34,082.00	515,680.00
BEGINNING FUND BALANCE		4,147,177.50	4,814,634.00	4,814,634.00	4,814,634.00	4,814,634.00	
ENDING FUND BALANCE		4,814,635.57	4,535,997.00	4,333,036.00	4,901,930.78	4,848,716.00	

Charter Township of Union
206 - Fire Fund
2020 Budget Amendment #2

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2019	2020 ORIGINAL BUDGET	2020 AMENDED BUDGET	YTD BALANCE 10/20/20	2020 PROPOSED AMENDED BUDGET	2020 PROPOSED BUDGET AMENDMENT
Revenues							
206-000-402.000	CURRENT REAL PROPERTY TAX	609,379.70	610,000.00	624,000.00	624,888.05	624,000.00	0.00
206-000-402.001	PROPERTY TAX REFUNDS-MTT	(9,655.24)	(10,000.00)	(10,000.00)	(2,132.11)	(10,000.00)	0.00
206-000-402.002	PILOT TAX	6,364.86	6,200.00	6,200.00	0.00	6,200.00	0.00
206-000-402.100	PRIOR YEARS PROPERTY TAXES	2,897.60	(200.00)	(200.00)	0.00	(200.00)	0.00
206-000-420.000	DELQ PERSONAL PROPERTY TAXES	405.40	500.00	500.00	464.49	500.00	0.00
206-000-445.000	INTEREST ON TAXES	44.39	350.00	350.00	50.44	350.00	0.00
206-000-543.000	STATE GRANT-PUBLIC SAFETY	11,811.67	6,000.00	6,000.00	0.00	11,800.00	5,800.00
	*Increased Budget based on amount estimated by the State of Michigan						
206-000-573.000	STATE AID REVENUE-LCSA	8,992.25	9,000.00	4,000.00	4,079.28	4,000.00	0.00
206-000-600.200	FIRE PROTECTION - EDDA	66,311.00	66,000.00	70,400.00	70,484.04	70,400.00	0.00
206-000-600.300	FIRE PROTECTION - WDDA	49,152.00	49,100.00	52,000.00	52,067.68	52,000.00	0.00
206-000-665.000	INTEREST EARNED	32,646.88	20,000.00	15,000.00	13,893.13	15,000.00	0.00
206-000-673.000	GAIN/LOSS ON SALE(DISPOSAL)OF ASSETS	0.00	30,000.00	30,000.00	30,000.00	30,000.00	0.00
TOTAL REVENUES		778,350.51	786,950.00	798,250.00	793,795.00	804,050.00	5,800.00
Expenditures							
Dept 336 - FIRE DEPARTMENT							
206-336-702.000	SALARIES & WAGES	1,364.57	0.00	0.00	1,093.75	0.00	0.00
206-336-709.000	EMPLR FICA CONTR	82.81	0.00	0.00	61.53	0.00	0.00
206-336-711.000	EMPLR MEDICARE CONTR	19.37	0.00	0.00	14.40	0.00	0.00
206-336-716.000	EMPLR RETIREMENT CONTR	102.32	0.00	0.00	98.44	0.00	0.00
206-336-718.500	HEALTH INSURANCE	214.86	0.00	0.00	565.76	0.00	0.00
206-336-718.700	HEALTH INS-EE CONTRIBUTIONS	(27.66)	0.00	0.00	(95.27)	0.00	0.00
206-336-719.000	DENTAL INSURANCE	14.68	0.00	0.00	0.00	0.00	0.00
206-336-719.800	VISION INSURANCE	1.90	0.00	0.00	5.51	0.00	0.00
206-336-719.900	VISION INS-EE CONTRIBUTIONS	(0.95)	0.00	0.00	(2.76)	0.00	0.00
206-336-724.000	WORKER'S COMP	32.83	0.00	0.00	26.43	0.00	0.00
206-336-725.000	LIFE & DISABILITY BENEFIT	6.56	0.00	0.00	13.27	0.00	0.00
206-336-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	731,400.00	763,800.00	763,800.00	763,800.00	763,800.00	0.00
206-336-801.025	HYDRANT FLUSHING	0.00	45,000.00	45,000.00	0.00	20,000.00	(25,000.00)

Charter Township of Union
206 - Fire Fund
2020 Budget Amendment #2

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2019	2020 ORIGINAL BUDGET	2020 AMENDED BUDGET	YTD BALANCE 10/20/20	2020 PROPOSED AMENDED BUDGET	2020 PROPOSED BUDGET AMENDMENT
	*Overestimated original budget for Hydrant Flushing						
206-336-934.000	FIRE HYDRANT REPAIRS	0.00	5,150.00	5,150.00	129.50	5,150.00	0.00
	Total Dept 336 - FIRE DEPARTMENT	733,211.29	813,950.00	813,950.00	765,710.56	788,950.00	(25,000.00)
	Dept 901 - CAPITAL OUTLAY						
206-901-976.312	CAPITAL OUTLAY-FIRE TRUCK	0.00	478,000.00	448,000.00	447,031.00	448,000.00	0.00
	Total Dept 901 - CAPITAL OUTLAY	0.00	478,000.00	448,000.00	447,031.00	448,000.00	0.00
	TOTAL EXPENDITURES	733,211.29	1,291,950.00	1,261,950.00	1,212,741.56	1,236,950.00	(25,000.00)
	TOTAL REVENUES	778,350.51	786,950.00	798,250.00	793,795.00	804,050.00	5,800.00
	TOTAL EXPENDITURES	733,211.29	1,291,950.00	1,261,950.00	1,212,741.56	1,236,950.00	(25,000.00)
	NET OF REVENUES & EXPENDITURES	45,139.22	(505,000.00)	(463,700.00)	(418,946.56)	(432,900.00)	30,800.00
	BEGINNING FUND BALANCE	1,179,617.00	1,224,756.00	1,224,756.00	1,224,756.00	1,224,756.00	
	ENDING FUND BALANCE	1,224,756.00	719,756.00	761,056.00	805,809.00	791,856.00	

Charter Township of Union
288 - Tribal Grant Fund
2020 Budget Amendment #2

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2019	2020 ORIGINAL BUDGET	2020 AMENDED BUDGET	YTD BALANCE 10/20/20	2020 PROPOSED AMENDED BUDGET	2020 PROPOSED BUDGET AMENDMENT
Revenues							
288-000-582.000	CONTRIBUTION FROM TRIBE	213,120.00	0.00	54,010.00	54,009.94	104,010.00	50,000.00
	*Increased Budget for the Fall 2% distribution of \$50,000 for the Pump Station #1 project						
288-000-665.000	INTEREST EARNED	5,984.48	5,000.00	5,000.00	5,074.30	5,000.00	0.00
TOTAL REVENUES		219,104.48	5,000.00	59,010.00	59,084.24	109,010.00	50,000.00
Expenditures							
Dept 728 - ECONOMIC DEVELOPMENT							
288-728-965.000	CONTRIBUTION TO OTHER UNITS OF GOVT	0.00	34,000.00	34,000.00	0.00	0.00	(34,000.00)
	*Decreased Budget due to Jameson Hall project delayed until 2021						
288-728-965.500	CONTRIBUTION TO WATER FUND	43,773.40	0.00	0.00	0.00	0.00	0.00
288-728-967.400	STREET/ROAD PROJECTS	0.00	180,000.00	215,670.00	15,669.94	15,670.00	(200,000.00)
	*Decreased Budget due to Isabella Road Intersection Project delayed until 2021 \$180,000						
	*Decreased Budget due to Isabella/Broadway Intersection Upgrade delayed until 2021 \$20,000						
288-728-967.600	PARKS PROJECTS	25,082.12	0.00	168,340.00	150,000.00	168,340.00	0.00
288-728-967.700	PUBLIC HEALTH/SAFETY PROJECTS	7,100.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		75,955.52	214,000.00	418,010.00	165,669.94	184,010.00	(234,000.00)
TOTAL REVENUES		219,104.48	5,000.00	59,010.00	59,084.24	109,010.00	50,000.00
TOTAL EXPENDITURES		75,955.52	214,000.00	418,010.00	165,669.94	184,010.00	(234,000.00)
NET OF REVENUES & EXPENDITURES		143,148.96	(209,000.00)	(359,000.00)	(106,585.70)	(75,000.00)	284,000.00
BEGINNING FUND BALANCE		246,718.00	389,868.00	389,868.00	389,868.00	389,868.00	
ENDING FUND BALANCE		389,867.00	180,868.00	30,868.00	283,282.00	314,868.00	

Charter Township of Union
248 - East DDA Fund
2020 Budget Amendment #2

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2019	2020 ORIGINAL BUDGET	2020 AMENDED BUDGET	2020 YTD BALANCE 10/20/20	2020 PROPOSED AMENDED BUDGET	2020 PROPOSED BUDGET AMENDMENT
Revenues							
248-000-402.000	CURRENT PROPERTY TAX	408,606.73	435,000.00	435,000.00	434,701.18	435,000.00	0.00
248-000-402.001	PROPERTY TAX REFUNDS-BOR MTT	0.00	(4,000.00)	(4,000.00)	0.00	(4,000.00)	0.00
248-000-402.100	PRIOR YEARS PROPERTY TAXES	0.00	(250.00)	(250.00)	0.00	(250.00)	0.00
248-000-420.000	DELQ PERSONAL PROPERTY CAPT	334.44	300.00	300.00	67.85	300.00	0.00
248-000-445.000	INTEREST ON TAXES	185.91	500.00	500.00	631.16	500.00	0.00
248-000-573.000	STATE AID REVENUE-LCSA	59,242.81	55,000.00	63,000.00	0.00	62,000.00	(1,000.00)
	*Decreased Budget based on actual amount received from the State of Michigan						
248-000-665.000	INTEREST EARNED	23,801.02	18,000.00	18,000.00	15,655.58	18,000.00	0.00
248-000-671.000	OTHER REVENUE	12,734.89	100.00	100.00	158.72	100.00	0.00
TOTAL REVENUES		504,905.80	504,650.00	512,650.00	451,214.49	511,650.00	(1,000.00)
Expenditures							
248-000-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	10,611.82	9,800.00	9,800.00	7,269.50	12,800.00	3,000.00
	*Increased Budget for the preliminary work on the DDA District Development and TIF plan being done by CIB Planning in 2020						
248-000-801.001	MAINT- BENCHES/TRASH RECEPTACLES	0.00	10,000.00	10,000.00	0.00	0.00	(10,000.00)
	*Decreased Budget due to no maintenance needed in 2020						
248-000-801.003	SIDEWALK SNOWPLOWING	10,100.00	10,000.00	10,000.00	3,700.00	10,000.00	0.00
248-000-801.004	RIGHT OF WAY LAWN CARE	17,760.00	16,500.00	19,000.00	7,757.00	19,000.00	0.00
248-000-801.005	IRRIGATION / LIGHTING REPAIRS	34,076.99	30,000.00	34,000.00	26,789.26	34,000.00	0.00
248-000-801.007	FLOWER / LANDSCAPE MAINTENANCE	20,758.50	18,500.00	21,000.00	13,198.00	21,000.00	0.00
248-000-801.015	STREET LIGHT BANNERS/CHRISTMAS	18,958.16	20,000.00	20,000.00	5,895.00	20,000.00	0.00
248-000-826.000	LEGAL FEES	0.00	500.00	500.00	0.00	500.00	0.00
248-000-880.000	COMMUNITY PROMOTION	8,170.00	0.00	5,000.00	5,000.00	5,000.00	0.00
248-000-900.000	PRINTING & PUBLISHING	0.00	250.00	250.00	0.00	250.00	0.00
248-000-917.000	WATER & SEWER CHARGES	15,686.45	14,200.00	15,000.00	9,109.80	15,000.00	0.00
248-000-920.000	ELECTRIC/NATURAL GAS	10,763.48	12,000.00	12,000.00	7,559.87	12,000.00	0.00
248-000-935.000	PROPERTY/LIABILITY INSURANCE	1,514.72	1,500.00	1,500.00	1,297.69	1,500.00	0.00
248-000-940.000	LEASE/RENT	550.00	700.00	700.00	550.00	700.00	0.00

Charter Township of Union
248 - East DDA Fund
2020 Budget Amendment #2

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2019	2020 ORIGINAL BUDGET	2020 AMENDED BUDGET	2020 YTD BALANCE 10/20/20	2020 PROPOSED AMENDED BUDGET	2020 PROPOSED BUDGET AMENDMENT
248-000-955.000	MISC.	5.58	50.00	50.00	49.97	50.00	0.00
248-000-967.000	PROJECTS	44,479.25	0.00	0.00	0.00	0.00	0.00
Total Dept 000 - NONE		193,434.95	144,000.00	158,800.00	88,176.09	151,800.00	(7,000.00)
Dept 336 - FIRE DEPARTMENT							
248-336-830.000	PUBLIC SAFETY - FIRE PROTECTION	66,311.00	66,000.00	66,000.00	70,484.04	70,000.00	4,000.00
*Increased Budget based on actual amounts received YTD							
Total Dept 336 - FIRE DEPARTMENT		66,311.00	66,000.00	66,000.00	70,484.04	70,000.00	4,000.00
Dept 728 - ECONOMIC DEVELOPMENT							
248-728-967.200	WATER SYSTEM PROJECTS	3,996.88	0.00	0.00	0.00	0.00	0.00
248-728-967.300	SEWER SYSTEM PROJECTS	7,951.87	160,260.00	160,260.00	0.00	0.00	(160,260.00)
*Decreased Budget based on project being delayed-project bids came in much higher than expected							
248-728-967.600	PARKS PROJECTS	0.00	107,000.00	107,000.00	0.00	0.00	(107,000.00)
*Decreased Budget based on project being delayed until 2021							
Total Dept 728 - ECONOMIC DEVELOPMENT		11,948.75	267,260.00	267,260.00	0.00	0.00	(267,260.00)
TOTAL EXPENDITURES		271,694.70	477,260.00	492,060.00	158,660.13	221,800.00	(270,260.00)
TOTAL REVENUES		504,905.80	504,650.00	512,650.00	451,214.49	511,650.00	(1,000.00)
TOTAL EXPENDITURES		271,694.70	477,260.00	492,060.00	158,660.13	221,800.00	(270,260.00)
NET OF REVENUES & EXPENDITURES		233,211.10	27,390.00	20,590.00	292,554.36	289,850.00	269,260.00
BEGINNING FUND BALANCE		1,125,203.00	1,358,141.00	1,358,141.00	1,358,141.00	1,358,141.00	
ENDING FUND BALANCE		1,358,414.00	1,385,531.00	1,378,731.00	1,650,695.00	1,647,991.00	

Charter Township of Union
250 - West DDA Fund
2020 Budget Amendment #2

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2019	2020 ORIGINAL BUDGET	2020 AMENDED BUDGET	2020 YTD BALANCE 10/20/20	2020 PROPOSED AMENDED BUDGET	2020 PROPOSED BUDGET AMENDMENT
Revenues							
250-000-402.000	CURRENT PROPERTY TAX	304,611.31	320,000.00	320,000.00	322,342.57	320,000.00	0.00
250-000-402.001	PROPERTY TAX REFUNDS-BOR MTT	0.00	(4,000.00)	(4,000.00)	0.00	0.00	4,000.00
	*Increased Budget due to no MTT cases in the West DDA currently						
250-000-420.000	DELQ PERSONAL PROPERTY CAPT	1,538.94	200.00	200.00	571.68	200.00	0.00
250-000-445.000	INTEREST ON TAXES	284.23	250.00	250.00	161.83	250.00	0.00
250-000-665.000	INTEREST EARNED	22,468.26	14,000.00	14,000.00	12,752.78	14,000.00	0.00
TOTAL REVENUES		328,902.74	330,450.00	330,450.00	335,828.86	334,450.00	4,000.00
Expenditures							
250-000-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	5,115.63	4,200.00	4,200.00	3,601.32	7,200.00	3,000.00
	*Increased Budget for the preliminary work on the DDA District Development and TIF plan being done by CIB Planning in 2020						
250-000-880.000	COMMUNITY PROMOTION	0.00	0.00	5,000.00	5,000.00	5,000.00	0.00
250-000-967.400	STREET/ROAD PROJECTS	162,293.14	330,000.00	330,000.00	0.00	0.00	(330,000.00)
	*Decreased Budget because the Lincoln road project will not be completed in 2020, moved to 2021						
		167,408.77	334,200.00	339,200.00	8,601.32	12,200.00	(327,000.00)
Dept 336 - FIRE DEPARTMENT							
250-336-830.000	PUBLIC SAFETY - FIRE PROTECTION	49,152.00	49,000.00	49,000.00	52,067.68	52,000.00	3,000.00
	Increased Budget based on actual amounts received YTD						
Total Dept 336 - FIRE DEPARTMENT		49,152.00	49,000.00	49,000.00	52,067.68	52,000.00	3,000.00
Dept 728 - ECONOMIC DEVELOPMENT							
250-728-967.300	SEWER SYSTEM PROJECTS	107,209.74	0.00	73,600.00	73,533.91	73,600.00	0.00
250-728-967.500	SIDEWALK/PATHWAY PROJECTS	0.00	70,000.00	70,000.00	0.00	10,000.00	(60,000.00)
	*Decreased Budget for account for only the sidewalk engineering by Rowe billed in 2020						
Total Dept 728 - ECONOMIC DEVELOPMENT		107,209.74	70,000.00	143,600.00	73,533.91	83,600.00	(60,000.00)
TOTAL EXPENDITURES		323,770.51	453,200.00	531,800.00	134,202.91	147,800.00	(384,000.00)
TOTAL REVENUES		328,902.74	330,450.00	330,450.00	335,828.86	334,450.00	4,000.00

Charter Township of Union
250 - West DDA Fund
2020 Budget Amendment #2

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2019	2020 ORIGINAL BUDGET	2020 AMENDED BUDGET	2020 YTD BALANCE 10/20/20	2020 PROPOSED AMENDED BUDGET	2020 PROPOSED BUDGET AMENDMENT
TOTAL EXPENDITURES		323,770.51	453,200.00	531,800.00	134,202.91	147,800.00	(384,000.00)
NET OF REVENUES & EXPENDITURES		5,132.23	(122,750.00)	(201,350.00)	201,625.95	186,650.00	388,000.00
BEGINNING FUND BALANCE		1,016,065.00	1,021,196.00	1,021,196.00	1,021,196.00	1,021,196.00	
ENDING FUND BALANCE		1,021,197.00	898,446.00	819,846.00	1,222,822.00	1,207,846.00	

Charter Township of Union
590 - Sewer Fund
2020 Budget Amendment #2

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2019	2020 ORIGINAL BUDGET	2020 AMENDED BUDGET	YTD BALANCE 10/20/20	2020 PROPOSED AMENDED BUDGET	2020 PROPOSED BUDGET AMENDMENT
Revenues							
590-000-456.000	CONNECTION FEE	74,197.35	100,000.00	100,000.00	13,107.50	50,000.00	(50,000.00)
	*Decreased budget based on decline of connection fee (permit) applications						
590-000-583.000	CONTRIBUTION FROM EDA FOR PROJECTS	115,161.61	215,000.00	288,600.00	73,533.91	73,600.00	(215,000.00)
	*Reduced for Pump Station #1 moved to 2021-bids too high						
590-000-627.000	SERVICE	1,306,493.08	1,320,000.00	1,320,000.00	987,369.91	1,320,000.00	0.00
590-000-627.100	DELINQUENT SEWER	0.00	(1,500.00)	(1,500.00)	0.00	(1,500.00)	0.00
590-000-628.000	INSPECTION FEE	0.00	500.00	500.00	4,500.00	4,500.00	4,000.00
	*Increased Budget based on actual inspection fees collected from Four Hacks LLC-will be receiving bill from GFA for inspection services						
590-000-655.000	FINES & FORFEITURES	32,981.74	28,000.00	20,000.00	12,945.72	20,000.00	0.00
590-000-665.000	INTEREST EARNED	84,471.61	60,000.00	60,000.00	48,977.65	60,000.00	0.00
590-000-665.100	INTEREST EARNED-SPEC ASSESS	1,415.07	5,600.00	118.00	118.26	118.00	0.00
590-000-670.000	DEBT RETIREMENT	1,107,229.40	1,093,000.00	1,093,000.00	832,440.95	1,093,000.00	0.00
590-000-670.100	DEBT SERVICE (SEWER 1) CITY ANNEX	0.00	300.00	300.00	0.00	300.00	0.00
590-000-671.000	OTHER REVENUE	2,966.40	3,200.00	3,200.00	2,895.90	3,200.00	0.00
590-000-672.500	REVENUE-SPECIAL ASSESS	0.00	20,000.00	3,800.00	0.00	3,800.00	0.00
590-000-673.000	GAIN/LOSS ON SALE(DISPOSAL)OF ASSETS	15,000.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		2,739,916.26	2,844,100.00	2,888,018.00	1,975,889.80	2,627,018.00	(261,000.00)
Expenditures							
Dept 536 - WATER/SEWER SYSTEMS							
590-536-702.000	SALARIES & WAGES	238,596.20	241,125.00	255,200.00	189,978.52	255,200.00	0.00
590-536-702.500	OVERTIME	7,121.87	6,050.00	6,050.00	7,591.81	10,000.00	3,950.00
	*Increased Budget based on Actual Costs for 2020 & 2019						
590-536-702.700	LONGEVITY PAY	0.00	0.00	3,350.00	0.00	3,350.00	0.00
590-536-705.000	LEAVE TIME PAYOUT	0.00	0.00	1,300.00	1,281.50	1,300.00	0.00
590-536-708.000	UNEMPLOYMENT	1,825.33	2,380.00	900.00	791.04	900.00	0.00
590-536-709.000	EMPLR FICA CONTR	15,133.99	15,577.00	16,519.00	12,282.28	16,519.00	0.00
590-536-711.000	EMPLR MEDICARE CONTR	3,539.75	3,643.00	3,863.00	2,872.71	3,863.00	0.00
590-536-712.000	TEMPORARY LABOR	3,666.50	8,736.00	8,736.00	4,365.63	8,736.00	0.00
590-536-716.000	EMPLR RETIREMENT CONTR	17,429.36	17,168.00	22,000.00	16,013.72	22,000.00	0.00
590-536-718.500	HEALTH INSURANCE	75,040.88	77,244.00	84,100.00	63,910.40	84,100.00	0.00
590-536-718.700	HEALTH INS-EE CONTRIBUTIONS	(4,268.16)	(4,408.00)	(6,100.00)	(4,523.89)	(6,100.00)	0.00
590-536-719.000	DENTAL INSURANCE	4,306.69	4,224.00	5,100.00	2,994.27	5,100.00	0.00

Charter Township of Union
590 - Sewer Fund
2020 Budget Amendment #2

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2019	2020 ORIGINAL BUDGET	2020 AMENDED BUDGET	YTD BALANCE 10/20/20	2020 PROPOSED AMENDED BUDGET	2020 PROPOSED BUDGET AMENDMENT
590-536-719.800	VISION INSURANCE	528.14	529.00	580.00	406.35	580.00	0.00
590-536-719.900	VISION INS-EE CONTRIBUTIONS	(264.11)	(265.00)	(290.00)	(203.14)	(290.00)	0.00
590-536-724.000	WORKER'S COMP	2,495.80	2,832.00	2,832.00	2,217.97	2,832.00	0.00
590-536-725.000	LIFE & DISABILITY BENEFIT	1,225.41	1,505.00	1,505.00	979.79	1,505.00	0.00
590-536-726.000	COMPENSATED ABSENCES	5,732.24	0.00	0.00	0.00	0.00	0.00
590-536-752.000	OFFICE SUPPLIES	1,039.63	1,500.00	1,500.00	277.86	1,500.00	0.00
590-536-754.000	OPERATING SUPPLIES	3,709.28	10,000.00	10,000.00	2,946.10	10,000.00	0.00
590-536-759.000	GAS/FUEL	7,659.99	10,000.00	10,000.00	5,580.19	10,000.00	0.00
590-536-767.000	UNIFORMS	559.14	2,000.00	2,000.00	726.33	2,000.00	0.00
590-536-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	34,465.40	41,025.00	41,025.00	17,309.15	50,000.00	8,975.00
	*Increased Budget needed for Rate Study-SAW Grant rate methodology						
590-536-826.000	LEGAL FEES	2,078.00	5,000.00	5,000.00	0.00	2,000.00	(3,000.00)
	*Decreased budget legal not needed in 2020						
590-536-850.000	COMMUNICATIONS	1,323.88	3,000.00	3,000.00	1,899.21	3,000.00	0.00
590-536-851.000	MAIL/POSTAGE	2,756.67	3,300.00	3,300.00	2,460.00	3,300.00	0.00
590-536-860.000	TRANSPORTATION/MILEAGE REIMBURSEMENT	841.16	1,200.00	1,200.00	585.91	1,200.00	0.00
590-536-890.000	SAFETY	3,903.98	8,000.00	8,000.00	1,770.72	8,000.00	0.00
590-536-900.000	PRINTING & PUBLISHING	1,343.08	1,500.00	1,500.00	559.55	1,500.00	0.00
590-536-910.000	PROFESSIONAL DEVELOPMENT	630.00	5,000.00	5,000.00	112.18	1,000.00	(4,000.00)
	*Decreased Budget due to COVID-no in-person trainings						
590-536-910.100	SEMINAR LODGING	0.00	1,000.00	1,000.00	0.00	1,000.00	0.00
590-536-910.200	SEMINAR MEALS	0.00	450.00	450.00	28.48	450.00	0.00
590-536-915.000	MEMBERSHIP & DUES	500.50	1,200.00	1,200.00	409.00	1,200.00	0.00
590-536-920.000	ELECTRIC/NATURAL GAS	67,884.42	82,000.00	82,000.00	51,632.82	82,000.00	0.00
590-536-930.000	REPAIRS	1,798.83	150,000.00	150,000.00	674.36	160,000.00	10,000.00
	*Increased Budget for force main clean-out repairs higher than expected, primarily due to the recent work along US 127						
590-536-930.001	MAINT-EQUIPMENT	7,455.19	27,000.00	27,000.00	4,114.77	27,000.00	0.00
590-536-930.200	MAINT-GROUNDS	3,556.53	8,000.00	8,000.00	1,100.00	8,000.00	0.00
590-536-930.300	MAINT-BUILDINGS	907.17	27,000.00	27,000.00	6,156.25	27,000.00	0.00
590-536-933.000	MAINT-VEHICLES	5,940.04	8,000.00	8,000.00	1,018.43	8,000.00	0.00
590-536-933.500	MAINT-LIFT STATIONS	9,821.05	315,000.00	315,000.00	75,543.79	240,000.00	(75,000.00)
	*Decreased Budget for Bypass Manhole moved to 2021						
590-536-934.300	OPTO 22 MAINTENANCE	3,799.14	40,000.00	40,000.00	25,811.65	50,000.00	10,000.00
	*Increased Budget upgrades to SCADA integration software						
590-536-934.500	MAINT. AGREEMENT ON EQUIPMENT	3,176.27	7,000.00	7,000.00	4,054.61	7,000.00	0.00

Charter Township of Union
590 - Sewer Fund
2020 Budget Amendment #2

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2019	2020 ORIGINAL BUDGET	2020 AMENDED BUDGET	YTD BALANCE 10/20/20	2020 PROPOSED AMENDED BUDGET	2020 PROPOSED BUDGET AMENDMENT
590-536-935.000	PROPERTY/LIABILITY INSURANCE	18,863.31	19,000.00	19,000.00	16,255.92	19,600.00	600.00
	*Increased Budget based on Actual Costs for 2020						
590-536-955.000	MISC.	43.50	0.00	0.00	5.00	0.00	0.00
590-536-972.013	HOOKUP LABOR & MATERIAL	36,264.77	10,000.00	10,000.00	262.50	10,000.00	0.00
590-536-973.000	CAPITAL PROJECTS-SEWER SYSTEM	0.00	240,000.00	240,000.00	26,285.60	40,000.00	(200,000.00)
	*Decreased Budget for Pump Station #1 moved to 2021						
590-536-977.000	NEW EQUIPMENT PURCHASE	169.67	14,500.00	14,500.00	76.98	14,500.00	0.00
590-536-980.000	NEW OFFICE EQUIPMENT & FURNITURE	1,151.72	1,000.00	1,000.00	52.47	1,000.00	0.00
590-536-980.100	NEW COMPUTER HARDWARE & SOFTWARE	5,893.36	13,273.00	13,273.00	6,684.90	13,273.00	0.00
Total Dept 536 - WATER/SEWER SYSTEMS		599,645.57	1,432,288.00	1,461,593.00	555,353.69	1,213,118.00	(248,475.00)
Dept 540 - WWTP							
590-540-702.000	SALARIES & WAGES	277,835.41	274,577.00	285,000.00	223,620.34	285,000.00	0.00
590-540-702.500	OVERTIME	13,464.34	11,200.00	11,200.00	8,764.51	11,200.00	0.00
590-540-702.700	LONGEVITY PAY	0.00	0.00	9,050.00	0.00	9,050.00	0.00
590-540-708.000	UNEMPLOYMENT	1,841.83	1,732.00	820.00	763.83	820.00	0.00
590-540-709.000	EMPLR FICA CONTR	17,595.56	17,235.00	18,300.00	13,927.48	18,300.00	0.00
590-540-711.000	EMPLR MEDICARE CONTR	4,115.09	4,031.00	4,300.00	3,257.24	4,300.00	0.00
590-540-712.000	TEMPORARY LABOR	0.00	500.00	500.00	0.00	500.00	0.00
590-540-716.000	EMPLR RETIREMENT CONTR	21,885.46	21,433.00	27,400.00	20,877.82	27,400.00	0.00
590-540-718.500	HEALTH INSURANCE	97,107.69	102,500.00	111,500.00	89,278.69	111,500.00	0.00
590-540-718.700	HEALTH INS-EE CONTRIBUTIONS	(6,670.64)	(7,144.00)	(9,900.00)	(7,985.45)	(9,900.00)	0.00
590-540-719.000	DENTAL INSURANCE	6,714.94	6,916.00	6,960.00	5,216.38	6,960.00	0.00
590-540-719.800	VISION INSURANCE	1,179.18	1,290.00	1,214.00	727.60	1,214.00	0.00
590-540-719.900	VISION INS-EE CONTRIBUTIONS	(589.59)	(643.00)	(610.00)	(363.80)	(610.00)	0.00
590-540-724.000	WORKER'S COMP	4,715.51	5,263.00	5,263.00	3,692.20	5,263.00	0.00
590-540-725.000	LIFE & DISABILITY BENEFIT	1,644.03	1,825.00	1,825.00	1,362.44	1,825.00	0.00
590-540-743.000	CHEMICALS	39,857.34	50,000.00	50,000.00	22,817.58	50,000.00	0.00
590-540-744.000	LAB EQUIPMENT & SUPPLIES	15,602.07	25,000.00	25,000.00	18,025.04	25,000.00	0.00
590-540-752.000	OFFICE SUPPLIES	1,013.99	500.00	500.00	315.12	500.00	0.00
590-540-754.000	OPERATING SUPPLIES	9,631.33	11,500.00	11,500.00	6,225.74	11,500.00	0.00
590-540-759.000	GAS/FUEL	2,076.48	3,000.00	3,000.00	1,151.38	3,000.00	0.00
590-540-767.000	UNIFORMS	569.96	2,000.00	2,000.00	351.13	2,000.00	0.00
590-540-774.100	BIOXIDE	62,452.35	70,000.00	70,000.00	43,278.73	70,000.00	0.00
590-540-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	35,911.90	41,110.00	41,110.00	25,678.56	41,110.00	0.00

Charter Township of Union
590 - Sewer Fund
2020 Budget Amendment #2

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2019	2020 ORIGINAL BUDGET	2020 AMENDED BUDGET	YTD BALANCE 10/20/20	2020 PROPOSED AMENDED BUDGET	2020 PROPOSED BUDGET AMENDMENT
590-540-801.200	CONT. SERV. - BIOSOLIDS LAND APPL.	22,231.90	32,000.00	32,000.00	21,029.40	32,000.00	0.00
590-540-801.300	CONT. SERV. - LAB ANALYSIS	8,916.00	6,000.00	6,000.00	764.40	6,000.00	0.00
590-540-850.000	COMMUNICATIONS	3,100.65	3,500.00	3,500.00	3,656.71	4,800.00	1,300.00
	*Increased Budget due to phones (minutes used) being used more since COVID						
590-540-851.000	MAIL/POSTAGE	142.16	750.00	750.00	212.59	750.00	0.00
590-540-860.000	TRANSPORTATION/MILEAGE REIMBURSEMENT	0.00	500.00	500.00	0.00	500.00	0.00
590-540-890.000	SAFETY	6,251.45	5,000.00	5,000.00	2,952.57	5,000.00	0.00
590-540-900.000	PRINTING & PUBLISHING	286.95	500.00	500.00	126.75	500.00	0.00
590-540-910.000	PROFESSIONAL DEVELOPMENT	3,795.00	5,000.00	5,000.00	724.95	5,000.00	0.00
590-540-910.100	SEMINAR LODGING	0.00	500.00	500.00	0.00	500.00	0.00
590-540-910.200	SEMINAR MEALS	0.00	250.00	250.00	28.48	250.00	0.00
590-540-915.000	MEMBERSHIP & DUES	233.00	500.00	500.00	0.00	500.00	0.00
590-540-917.000	WATER & SEWER CHARGES	10,986.90	12,000.00	12,000.00	4,417.07	12,000.00	0.00
590-540-920.000	ELECTRIC/NATURAL GAS	144,843.58	176,000.00	176,000.00	110,166.43	176,000.00	0.00
590-540-923.000	PROPANE	2,875.12	0.00	3,000.00	812.21	3,000.00	0.00
590-540-930.001	MAINT-EQUIPMENT	1,961.67	11,500.00	11,500.00	4,212.01	11,500.00	0.00
590-540-930.200	MAINT-GROUNDS	2,468.64	7,000.00	7,000.00	3,589.44	7,000.00	0.00
590-540-930.300	MAINT-BUILDINGS	902.90	5,000.00	5,000.00	1,115.40	5,000.00	0.00
590-540-933.000	MAINT-VEHICLES	1,346.19	2,500.00	2,500.00	308.62	2,500.00	0.00
590-540-934.300	OPTO 22 MAINTENANCE	2,267.80	6,000.00	6,000.00	594.88	6,000.00	0.00
590-540-934.981	SAMPLING EQUIPMENT MAINT.	1,610.15	4,000.00	4,000.00	3,906.21	4,000.00	0.00
590-540-934.982	PRELIMINARY TREAT EQUIPM. MAINT.	12,230.44	15,000.00	15,000.00	7,103.25	15,000.00	0.00
590-540-934.983	SECONDARY TREAT EQUIP. MAINT.	7,320.98	25,000.00	25,000.00	5,772.51	25,000.00	0.00
590-540-934.984	SOLIDS EQUIPMENT MAINT.	5,905.77	15,000.00	15,000.00	6,461.29	15,000.00	0.00
590-540-934.985	DISINFECTION EQUIPMENT MAINT.	5,835.43	6,000.00	6,000.00	4,971.69	6,000.00	0.00
590-540-934.986	INSTRUMENTATION EQUIPMENT MAINT.	1,855.89	6,000.00	6,000.00	1,837.93	6,000.00	0.00
590-540-934.987	TERTIARY FILTER MAINT.	6,297.26	15,000.00	15,000.00	9,792.20	15,000.00	0.00
590-540-935.000	PROPERTY/LIABILITY INSURANCE	14,110.90	12,000.00	15,000.00	12,089.12	15,000.00	0.00
590-540-949.000	IPP	0.00	500.00	500.00	0.00	500.00	0.00
590-540-958.100	PERMITS & FEES	5,760.00	13,000.00	13,000.00	7,384.26	13,000.00	0.00
590-540-977.000	NEW EQUIPMENT PURCHASE	1,573.82	314,000.00	314,000.00	3,998.55	314,000.00	0.00
590-540-980.000	NEW OFFICE EQUIPMENT & FURNITURE	25.47	750.00	750.00	0.00	750.00	0.00
590-540-980.100	NEW COMPUTER HARDWARE & SOFTWARE	1,513.34	16,120.00	16,120.00	3,138.92	16,120.00	0.00
Total Dept 540 - WWTP		884,603.59	1,360,695.00	1,398,802.00	702,150.40	1,400,102.00	1,300.00

Charter Township of Union
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GL NUMBER	DESCRIPTION	END BALANCE 12/31/2019	2020 ORIGINAL BUDGET	2020 AMENDED BUDGET	YTD BALANCE 10/20/20	2020 PROPOSED AMENDED BUDGET	2020 PROPOSED BUDGET AMENDMENT
Dept 906 - DEBT SERVICE							
590-906-990.000	BOND ISSUE COST AMORTIZATION	39,847.76	39,850.00	39,850.00	39,847.76	39,850.00	0.00
590-906-995.000	BOND INTEREST-2009 WWTP & 2004 SEWER	41,976.21	45,000.00	45,000.00	31,410.00	31,410.00	(13,590.00)
	*Decreased Budget based on interest being overestimated for 2020						
590-906-996.001	BOND - PAYING AGENT FEES	750.00	800.00	800.00	0.00	800.00	0.00
590-906-996.003	BOND INTEREST-RURAL DEVELOPMENT	150,462.37	150,500.00	150,500.00	74,608.93	150,500.00	0.00
Total Dept 906 - DEBT SERVICE		233,036.34	236,150.00	236,150.00	145,866.69	222,560.00	(13,590.00)
Dept 910 - DEBT SERVICE-LEASES							
590-910-992.500	LEASE PAYABLE INTEREST	292.08	400.00	400.00	106.47	400.00	0.00
Total Dept 910 - DEBT SERVICE-LEASES		292.08	400.00	400.00	106.47	400.00	0.00
Dept 960 - DEPRECIATION EXPENSE							
590-960-969.000	DEPRECIATION EXPENSE	676,548.13	700,000.00	700,000.00	0.00	700,000.00	0.00
Total Dept 960 - DEPRECIATION EXPENSE		676,548.13	700,000.00	700,000.00	0.00	700,000.00	0.00
TOTAL EXPENDITURES		2,394,125.71	3,729,533.00	3,796,945.00	1,403,477.25	3,536,180.00	(260,765.00)
TOTAL REVENUES							
TOTAL REVENUES		2,739,916.26	2,844,100.00	2,888,018.00	1,975,889.80	2,627,018.00	(261,000.00)
TOTAL EXPENDITURES		2,394,125.71	3,729,533.00	3,796,945.00	1,403,477.25	3,536,180.00	(260,765.00)
NET OF REVENUES & EXPENDITURES		345,790.55	(885,433.00)	(908,927.00)	572,412.55	(909,162.00)	(235.00)
BEGINNING NET POSITION		14,089,427.00	14,435,218.00	14,435,218.00	14,435,218.00	14,435,218.00	
ENDING NET POSITION		14,435,218.00	13,549,785.00	13,526,291.00	15,007,631.00	13,526,056.00	

Charter Township of Union
591 - Water Fund
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GL NUMBER	DESCRIPTION	END BALANCE 12/31/2019	2020 ORIGINAL BUDGET	2020 AMENDED BUDGET	YTD BALANCE 10/20/20	2020 PROPOSED AMENDED BUDGET	2020 PROPOSED BUDGET AMENDMENT
Revenues							
591-000-450.000	WATER SALES	1,387,389.30	1,304,000.00	1,304,000.00	1,090,513.14	1,304,000.00	0.00
591-000-450.100	BULK WATER SALES	240.00	1,000.00	1,000.00	500.00	1,000.00	0.00
591-000-450.200	FINAL READ	1,805.00	1,700.00	1,700.00	1,305.00	1,700.00	0.00
591-000-450.300	TURN-OFF	1,930.00	2,000.00	2,000.00	1,580.00	2,000.00	0.00
591-000-452.000	LATERALS	1,458.00	5,000.00	5,000.00	8,280.00	8,300.00	3,300.00
	*Increased Budget based on YTD actual amounts received						
591-000-454.000	BENEFIT FEES	29,475.92	30,000.00	30,000.00	8,740.00	10,000.00	(20,000.00)
	*Decreased Budget based on YTD actual amounts received						
591-000-459.000	CONNECTION FEES	58,119.00	50,000.00	50,000.00	47,846.75	50,000.00	0.00
591-000-479.000	REVENUE-REPLACEMENT METERS	4,600.00	500.00	500.00	0.00	500.00	0.00
591-000-539.000	STATE GRANTS	13,750.00	0.00	0.00	0.00	0.00	0.00
591-000-582.000	CONTRIBUTION FROM TRIBE	43,773.40	0.00	0.00	0.00	0.00	0.00
591-000-583.000	CONTRIBUTION FROM EDA FOR PROJECTS	3,996.88	0.00	0.00	0.00	0.00	0.00
591-000-628.000	INSPECTION FEE	1,100.00	1,000.00	1,000.00	900.00	1,000.00	0.00
591-000-655.000	FINES & FORFEITURES	18,018.71	16,000.00	12,000.00	6,989.92	12,000.00	0.00
591-000-665.000	INTEREST EARNED	75,331.68	65,000.00	65,000.00	43,653.01	65,000.00	0.00
591-000-665.100	INTEREST EARNED-SPEC ASSESS	3,759.28	4,000.00	4,000.00	1,986.15	4,000.00	0.00
591-000-667.300	LEASES - TOWER RENTAL	53,090.25	51,850.00	51,850.00	42,457.92	51,850.00	0.00
591-000-671.000	OTHER REVENUE	19,970.22	8,000.00	8,000.00	3,005.83	8,000.00	0.00
591-000-672.500	REVENUE-SPECIAL ASSESS	0.00	10,000.00	10,000.00	0.00	10,000.00	0.00
591-000-673.000	GAIN/LOSS ON SALE(DISPOSAL)OF ASSETS	10,000.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		1,727,807.64	1,550,050.00	1,546,050.00	1,257,757.72	1,529,350.00	(16,700.00)
Expenditures							
Dept 536 - WATER/SEWER SYSTEMS							
591-536-702.000	SALARIES & WAGES	366,976.83	360,849.00	382,445.00	288,530.80	382,445.00	0.00
591-536-702.500	OVERTIME	24,641.36	26,950.00	26,950.00	18,742.85	26,950.00	0.00
591-536-702.700	LONGEVITY PAY	0.00	0.00	5,200.00	0.00	5,200.00	0.00

Charter Township of Union
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GL NUMBER	DESCRIPTION	END BALANCE 12/31/2019	2020 ORIGINAL BUDGET	2020 AMENDED BUDGET	YTD BALANCE 10/20/20	2020 PROPOSED AMENDED BUDGET	2020 PROPOSED BUDGET AMENDMENT
591-536-705.000	LEAVE TIME PAYOUT	0.00	0.00	1,300.00	1,281.52	1,300.00	0.00
591-536-708.000	UNEMPLOYMENT	2,599.96	3,258.00	1,200.00	1,015.97	1,200.00	0.00
591-536-709.000	EMPLR FICA CONTR	24,011.91	24,089.00	25,598.00	18,889.20	25,598.00	0.00
591-536-711.000	EMPLR MEDICARE CONTR	5,615.01	5,634.00	5,987.00	4,417.19	5,987.00	0.00
591-536-712.000	TEMPORARY LABOR	4,111.00	8,736.00	8,736.00	4,433.88	8,736.00	0.00
591-536-716.000	EMPLR RETIREMENT CONTR	28,161.48	27,715.00	35,584.00	26,478.92	35,584.00	0.00
591-536-718.500	HEALTH INSURANCE	114,149.17	118,250.00	128,626.00	96,831.94	128,626.00	0.00
591-536-718.700	HEALTH INS-EE CONTRIBUTIONS	(7,233.39)	(7,560.00)	(11,541.00)	(7,770.28)	(11,541.00)	0.00
591-536-719.000	DENTAL INSURANCE	7,515.40	9,240.00	7,605.00	5,321.26	7,605.00	0.00
591-536-719.800	VISION INSURANCE	869.12	900.00	931.00	691.24	931.00	0.00
591-536-719.900	VISION INS-EE CONTRIBUTIONS	(434.36)	(450.00)	(465.00)	(345.54)	(465.00)	0.00
591-536-724.000	WORKER'S COMP	8,059.54	9,883.00	9,883.00	6,646.50	9,883.00	0.00
591-536-725.000	LIFE & DISABILITY BENEFIT	1,911.18	2,103.00	2,103.00	1,482.15	2,103.00	0.00
591-536-726.000	COMPENSATED ABSENCES	7,203.95	0.00	0.00	0.00	0.00	0.00
591-536-752.000	OFFICE SUPPLIES	1,290.63	1,500.00	1,500.00	365.89	1,500.00	0.00
591-536-753.000	PROCESS CHEMICALS/CHLORINE	42,166.42	55,000.00	55,000.00	40,156.57	55,000.00	0.00
591-536-754.000	OPERATING SUPPLIES	9,196.72	13,000.00	13,000.00	11,411.44	13,000.00	0.00
591-536-759.000	GAS/FUEL	8,715.69	9,000.00	9,000.00	4,169.86	9,000.00	0.00
591-536-767.000	UNIFORMS	659.14	2,000.00	2,000.00	726.33	2,000.00	0.00
591-536-774.100	MXU	4,050.00	14,000.00	14,000.00	4,050.00	14,000.00	0.00
591-536-800.000	WELL HEAD PROTECTION	27,500.00	2,000.00	2,000.00	0.00	500.00	(1,500.00)
	*Decreased Budget not needed this year						
591-536-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	41,453.29	72,377.00	72,377.00	26,955.52	42,377.00	(30,000.00)
	*Decreased Budget for Lead and Copper Identification not completed in 2020-budgeted in 2021						
591-536-801.002	LAB FEES	5,686.40	10,000.00	10,000.00	7,816.65	10,000.00	0.00
591-536-801.025	HYDRANT FLUSHING	0.00	(30,000.00)	(30,000.00)	0.00	(30,000.00)	0.00
591-536-801.800	WATER STUDY	1,993.00	15,000.00	15,000.00	863.00	22,000.00	7,000.00
	*Increased Budget for approved cost of service study						
591-536-826.000	LEGAL FEES	2,078.00	5,000.00	5,000.00	0.00	1,000.00	(4,000.00)
	*Decreased Budget based on legal fees being overestimated						

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591-536-850.000	COMMUNICATIONS	5,248.08	9,000.00	9,000.00	5,397.21	9,000.00	0.00
591-536-851.000	MAIL/POSTAGE	2,766.39	3,300.00	3,300.00	1,524.00	3,300.00	0.00
591-536-860.000	TRANSPORTATION/MILEAGE REIMBURSEMENT	964.14	1,200.00	1,200.00	390.05	1,200.00	0.00
591-536-890.000	SAFETY	3,485.42	8,000.00	8,000.00	2,900.00	8,000.00	0.00
591-536-900.000	PRINTING & PUBLISHING	3,489.80	3,700.00	3,700.00	3,031.88	3,700.00	0.00
591-536-910.000	PROFESSIONAL DEVELOPMENT	2,720.00	5,000.00	5,000.00	657.19	5,000.00	0.00
591-536-910.100	SEMINAR LODGING	482.89	1,000.00	1,000.00	0.00	1,000.00	0.00
591-536-910.200	SEMINAR MEALS	40.48	450.00	450.00	28.48	450.00	0.00
591-536-915.000	MEMBERSHIP & DUES	670.50	1,000.00	1,000.00	569.00	1,000.00	0.00
591-536-920.000	ELECTRIC/NATURAL GAS	124,158.27	170,000.00	170,000.00	99,289.00	170,000.00	0.00
591-536-930.000	REPAIRS	3,991.77	20,000.00	20,000.00	18,047.03	20,000.00	0.00
591-536-930.001	MAINT-EQUIPMENT	9,218.21	15,000.00	15,000.00	5,398.26	15,000.00	0.00
591-536-930.200	MAINT-GROUNDS	4,199.54	6,000.00	6,000.00	1,643.62	6,000.00	0.00
591-536-930.300	MAINT-BUILDINGS	6,899.50	10,000.00	10,000.00	671.92	10,000.00	0.00
591-536-933.000	MAINT-VEHICLES	23,053.18	6,000.00	6,000.00	1,522.80	6,000.00	0.00
591-536-933.100	MAINT-WATER WELLS	4,097.68	65,000.00	65,000.00	2,646.47	65,000.00	0.00
591-536-933.200	MAINT-TREATMENT PLANTS	9,083.95	60,000.00	60,000.00	13,853.97	30,000.00	(30,000.00)
	*Decreased Budget not needed						
591-536-933.300	MAINT-WATER TOWERS	8,953.44	20,000.00	20,000.00	5,726.73	10,000.00	(10,000.00)
	*Decreased Budget for the Cathodic Protection moved to 2021						
591-536-934.300	OPTO 22 MAINTENANCE	4,616.68	8,000.00	8,000.00	7,802.74	8,000.00	0.00
591-536-934.500	MAINT. AGREEMENT ON EQUIPMENT	4,885.28	6,500.00	6,500.00	2,976.05	6,500.00	0.00
591-536-935.000	PROPERTY/LIABILITY INSURANCE	21,145.90	17,750.00	17,750.00	18,116.20	22,000.00	4,250.00
	*Increased Budget due to increases in 2019 & 2020						
591-536-940.500	ROYALTIES	5,153.96	5,000.00	5,000.00	4,122.56	5,000.00	0.00
591-536-955.000	MISC.	28.50	0.00	0.00	5.00	0.00	0.00
591-536-972.000	CAPITAL PROJECTS-WATER SYSTEM	50.00	276,049.00	276,049.00	100,486.25	276,049.00	0.00
591-536-972.013	HOOKUP LABOR & MATERIAL	12,653.83	50,000.00	50,000.00	15,813.07	50,000.00	0.00
591-536-977.000	NEW EQUIPMENT PURCHASE	734.67	5,000.00	5,000.00	5,431.37	6,000.00	1,000.00
	*Increased Budget for increased spending on equipment						

Charter Township of Union
591 - Water Fund
2020 Budget Amendment #2

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2019	2020 ORIGINAL BUDGET	2020 AMENDED BUDGET	YTD BALANCE 10/20/20	2020 PROPOSED AMENDED BUDGET	2020 PROPOSED BUDGET AMENDMENT
591-536-977.600	METER REPLACEMENT PROGRAM	11,500.00	20,000.00	20,000.00	3,240.00	20,000.00	0.00
591-536-980.000	NEW OFFICE EQUIPMENT & FURNITURE	1,193.33	1,000.00	1,000.00	52.47	1,000.00	0.00
591-536-980.100	NEW COMPUTER HARDWARE & SOFTWARE	6,433.33	13,273.00	13,273.00	6,519.68	13,273.00	0.00
Total Dept 536 - WATER/SEWER SYSTEMS		1,014,866.17	1,565,696.00	1,606,241.00	891,025.86	1,542,991.00	(63,250.00)
Dept 906 - DEBT SERVICE							
591-906-990.000	BOND ISSUE COST AMORTIZATION	1,578.75	1,579.00	1,579.00	1,578.75	1,579.00	0.00
591-906-996.001	BOND - PAYING AGENT FEES	750.00	800.00	800.00	0.00	800.00	0.00
591-906-996.002	BOND INTEREST - (2010 WATER)	57,036.78	57,500.00	54,800.00	54,752.50	54,800.00	0.00
Total Dept 906 - DEBT SERVICE		59,365.53	59,879.00	57,179.00	56,331.25	57,179.00	0.00
Dept 910 - DEBT SERVICE-LEASES							
591-910-992.500	LEASE PAYABLE INTEREST	351.96	500.00	500.00	128.25	500.00	0.00
Total Dept 910 - DEBT SERVICE-LEASES		351.96	500.00	500.00	128.25	500.00	0.00
Dept 960 - DEPRECIATION EXPENSE							
591-960-969.000	DEPRECIATION EXPENSE	373,211.73	360,000.00	380,000.00	0.00	380,000.00	0.00
Total Dept 960 - DEPRECIATION EXPENSE		373,211.73	360,000.00	380,000.00	0.00	380,000.00	0.00
TOTAL EXPENDITURES		1,447,795.39	1,986,075.00	2,043,920.00	947,485.36	1,980,670.00	(63,250.00)
TOTAL REVENUES		1,727,807.64	1,550,050.00	1,546,050.00	1,257,757.72	1,529,350.00	(16,700.00)
TOTAL EXPENDITURES		1,447,795.39	1,986,075.00	2,043,920.00	947,485.36	1,980,670.00	(63,250.00)
NET OF REVENUES & EXPENDITURES		280,012.25	(436,025.00)	(497,870.00)	310,272.36	(451,320.00)	46,550.00
BEGINNING NET POSITION		11,013,414.00	11,293,425.00	11,293,425.00	11,293,425.00	11,293,425.00	
ENDING NET POSITION		11,293,426.00	10,857,400.00	10,795,555.00	11,603,697.00	10,842,105.00	