



BOARD OF TRUSTEES
Regular Meeting
July 24, 2024
7:00 p.m.

1. CALL MEETING TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. APPROVAL OF AGENDA
5. PRESENTATIONS
6. PUBLIC HEARINGS
7. PUBLIC COMMENT: Restricted to three minutes regarding items on this agenda
Note: This is an opportunity for comments only, questions to the Board will not be answered at this time. For specific answers to questions, please call Township Hall (989-772-4600)
8. CLOSED SESSION
9. REPORTS/BOARD COMMENTS
 - A. Current List of Boards and Commissions – Appointments as needed
 - B. July Monthly Activity Report
 - C. Planning Commission, EDA, and ZBA updates by Community and Economic Development Director
 - D. Board Member Reports
10. CONSENT AGENDA
 - A. Communications
 - B. Minutes – July 10, 2024 – Regular Meeting
 - C. Accounts Payable
 - D. Payroll
 - E. Meeting Pay
 - F. Fire Reports
 - G. Resolution of support of Mt Pleasant Brewing, LLC Small Distillery Licensing Application for 3068 Jen’s Way

- H. Resolution to authorize Consumers Energy to add a new streetlight for Independence Dr.
- I. 2024 Manhole Rehabilitation Bids
- J. Summerton Road Traffic, Engineering, Speed Study Resolution

11. NEW BUSINESS

- A. Discussion/Action: (Stuhldreher) Policy Governance 2.0 Executive Constraints
- B. Discussion/Action: (Teall) Policy Governance 2.5 Financial Conditions and Activities
- C. Discussion/Action: (Board of Trustees) Policy Governance 4.4 Township Management Team Performance

12. EXTENDED PUBLIC COMMENT: Restricted to 5 minutes regarding any issue
Note: This is an opportunity for comments only, questions to the Board will not be answered at this time. For specific answers to questions, please call Township Hall (989-772-4600)

13. MANAGER COMMENTS

14. FINAL BOARD MEMBER COMMENT

15. ADJOURNMENT

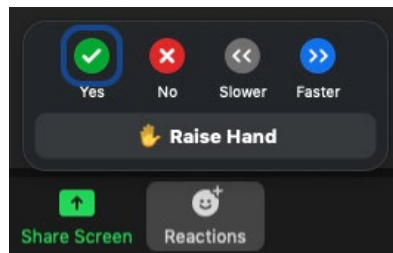
Hybrid Meeting Instructions for the Charter Township of Union Board of Trustees Meeting

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

[Click here](#) to participate in the Zoom Meeting via computer or smart phone. (Meeting ID Enter “829 4309 7870” Password enter “300757”). Access to the electronic meeting will open at 6:50 p.m. and meeting will begin at 7:00 p.m.

Telephone conference call, dial (312-626-6799). Enter “829 4309 7870” and the “#” sign at the “Meeting ID” prompt, and then enter “300757” at the “Password” prompt. Lastly, re-enter the “#” sign again at the “Participant ID” prompt to join the meeting.

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



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

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

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

Board Expiration Dates

Planning Commission Board Members (9 Members) 3 year term			
#	F Name	L Name	Expiration Date
1-BOT Representative	James	Thering	11/20/2024
2-Chair	Phil	Squatrito	2/15/2026
3-Vice Chair	Ryan	Buckley	2/15/2025
4-Secretary	Vacant		2/15/2025
5 - Vice Secretary	Jessica	Lapp	2/15/2026
6	Stan	Shingles	2/15/2027
7	Paul	Gross	2/15/2025
8	Nivia	McDonald	2/15/2026
9	Thomas	Olver	2/15/2027
Zoning Board of Appeals Members (5 Members, 2 Alternates) 3 year term			
#	F Name	L Name	Expiration Date
1-Chair	Liz	Presnell	12/31/2025
2 -Vice Chair	Richard	Barz	12/31/2025
3- PC Rep	Ryan	Buckley	2/15/2025
4 -	Lori	Rogers	12/31/2026
5 -	Eric	Loose	12/31/2024
Alt. #1	David	Coyne	12/31/2024
Alt #2	Brian	Clark	12/31/2026
Board of Review (3 Members) 2 year term			
#	F Name	L Name	Expiration Date
1	Jeanette	Corbin	12/31/2024
2	Sarvjit	Chowdhary	12/31/2024
3	Bryan	Neyer	12/31/2024
Alt #1	Vacant		12/31/2024
Construction Board of Appeals (3 Members) 2 year term			
#	F Name	L Name	Expiration Date
1	Joseph	Schafer	12/31/2025
2	Andy	Theisen	12/31/2025
3	William	Gallaher	12/31/2025
Hannah's Bark Park Advisory Board (2 Members from Township) 2 year term			
1	Mark	Stuhldreher	12/31/2024
2	John	Dinse	12/31/2025
Chippewa River District Library Board 4 year term			
1	Ruth	Helwig	12/31/2027
2	Lynn	Laskowsky	12/31/2025



Board Expiration Dates

EDA Board Members (9 Members) 4 year term			
#	F Name	L Name	Expiration Date
1-Chair	Thomas	Kequom	4/14/2027
2-VC/BOT Rep	Bryan	Mielke	11/20/2024
3	James	Zalud	4/14/2027
4	Richard	Barz	2/13/2025
5	Robert	Bacon	1/13/2027
6	Marty	Figg	6/22/2026
7	Sarvjit	Chowdhary	6/22/2027
8	Jeff	Sweet	2/13/2025
9	David	Coyne	3/26/2026
Mid Michigan Area Cable Consortium (2 Members)			
#	F Name	L Name	Expiration Date
1	Kim	Smith	12/31/2025
2	vacant seat		
Cultural and Recreational Commission (1 seat from Township) 3 year term			
#	F Name	L Name	Expiration Date
1	Robert	Sommerville	12/31/2025
Mt. Pleasant Airport Joint Operations and Mgmt Board (1 seat from Township) 3 year term			
#	F Name	L Name	Expiration Date
1 - Union Township	Rodney	Nanney	12/31/2026



Monthly Report

From: Township Manager

To: Board of Trustees

Month/Year: July 2024

Global Ends

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

Future Board of Trustee Meeting Agenda Items

Finance

- 2024 Budget Amendment – Aug 14th
- 2025 Recommended Budget - September 25th

Community and Economic Development

- Consideration of an updated Sidewalk and Pathway Construction Policy Resolution for adoption
- Consider repeal of various ordinances that are outdated or unenforceable or that conflict with current state statutes
- Consideration of an updated Master Plan
- Consideration of a new Parks and Recreation Master Plan
- Consideration of new International Fire Code Ordinance for adoption, which would replace Ordinance No. 2014-05 and would reference the updated fire code to be enforced by the Mt. Pleasant Fire Department in both the city and the Township.
- Consider updates to the Township's ordinance on open burning
- Consider updates to the Noxious Weeds Ordinance No. 1998-5 to improve consistency in applicable regulations of tall grass and weeds
- Consider updates to the Subdivision of Land Ordinance No. 1994-6 for consistency with updates to the state's subdivision plat approval requirements.
- Consider updates to the Land Division Ordinance No. 1997-8 to clarify application requirements and the division, combination, and boundary adjustment approval process.

Public Services

- Consider amendments to water/sewer ordinance to
 - Consider elimination of REU basis for variable cost billing component and move to actual usage
 - Consider updates due to age of existing Ordinance
- Pump Station #2 Engineering Agreement
- 2024 Manhole Rehabilitation Project Bid awards
- Stonebridge and Meadowbrook Paving Special Assessment District – several items over the next couple of months

Significant Items of Interest Longer Term

Finance

- Implement BS&A Purchase Orders
- Measure and price all exempt properties to better understand impact/volume/ of tax-exempt properties
- Replace vacant Accounting Specialist position
- Prepare a Budget Amendment request form for use by organization

Community and Economic Development

- Zoning Administration – The Department Director and Zoning Administrator will review the current Zoning Board of Appeals bylaws to coordinate with recent updates to relevant sections of Zoning Ordinance 20-06.
- Zoning Administration - The Department Director and Zoning Administrator plan to propose some additional updates to the sign regulations of Zoning Ordinance 20-06 to improve consistency in application and to minimize regulatory conflicts.
- Building Services - When the county’s office situation stabilizes, the Department Director will resume working with the county Community Development Dept. Director to develop a draft reciprocal intergovernmental agreement proposal for Isabella County to provide for residential and commercial building inspection services during vacations.
- Economic Development - Possible future airport-related Zoning Ordinance changes to create a separate zoning district for the Mt. Pleasant Airport to expand options for airport-related business activities beyond the scope allowed under the current the AG (Agricultural) district.
- The Department Director will work with the Township Attorney and Public Services Director to prepare updates to the Township’s ordinance establishing rules for our parks.
- Other Activities – When the county’s office situation stabilizes, the Department Director, the County’s Community Development Director, and the City Planner will resume work on creating a unified “regional planning/zoning” theme on the County’s FetchGIS website where County, City, and Township zoning district and future land use maps could be displayed together with other relevant data.

Public Services

- WWTP - Sludge Storage Tank installation
- Refurbish Pump Station #10 (2024) 30 + years old
- Upgrade motor controls, level controls & electrical at Pump Station # 2 (2023) 43 years old
- Lead and copper service line replacement as identified and continued managing the ongoing Lead & Copper program

Ordinance Enforcement Activities

- 2129 S. Isabella Road. - complaint about tall grass. The owner was notified but failed to correct the violation. Property mowed by the Township at the owner's expense. This matter is now closed.
- 907 Mulberry St. – Existing rental dwelling without a valid certificate. The owner has responded to apply for a rental certification and to complete all required corrections. This matter is now closed.
- 5057 Bertshire - complaint about tall grass. The owner was notified. The front yard has since been mowed, with plans to mow the rear yard shortly. A follow up site visit is planned.
- 143 E. Remus Road. - complaint about unlawful industrial use in the agricultural zoning district. The owner of the business operation responded to notice of the violation to confirm that the unlawful activity has ceased. A follow-up is planned to verify resolution of the violation.
- 5105 E. Kay Street. – junk. The owner of the property is deceased. A family relative responded to notice of the violation to begin clean-up of the site. A follow up site visit is planned to verify completion of the corrective actions.
- 5401 S. Lincoln Rd. – An 1,800 square-foot detached accessory building constructed without a building permit and in violation of applicable maximum height and maximum 1,500 square-foot floor area requirements. The owner applied for and was granted a height variance in May 2023 contingent upon completion of alterations to reduce the building floor area by 300 square-feet. The owner's contractor subsequently secured a building permit for the work, which expired on 1/17/2024 with no activity. Three (3) civil infraction tickets were issued for violation of the conditions of the approved height variance and failure to correct the Zoning Ordinance violation related to maximum floor area for this accessory building. The owner delivered a copy of a purchase agreement for additional land from the neighbor, which if done correctly to increase the total lot area to at least 2.5 acres, would resolve the remaining violations. Once a land combination application for the required acreage of land is submitted and accepted by the Twp. Assessor, this ordinance enforcement matter can be closed.
- 943/975 S. Isabella Rd. – Complaint about chickens at two adjacent legal non-conforming residences on lots in an Industrial zoning district. Notices have been sent to both owners.
- 1651 Airway Dr. – Complaint about chickens at a legal non-conforming residence on a small lot in an Industrial zoning district. The owner has responded to the notice of violation to confirm they are moving, and chickens will be removed.
- 386 Bluegrass Road. - Junk in the yard. The elderly owner was notified of the violations and is working with Township staff to complete the removal of junk from the premises.
- 4941 E Valley Rd. – Dilapidated and potentially unsafe dwelling. The owner confirmed that he wants the roof completed but does not have the funds. The Building Official and a contractor are continuing to investigate options to help the owner resolve the violations.
- Indian Hills Shopping Center - Owner and contractor were notified of a possible violation related to the approved minor site plan for sidewalk, pedestrian access, and parking lot improvements to the Indian Hills Shopping Center property. A reminder notice has been sent to the owner detailing remaining site plan items to be completed and the timeline for completion established by the owner on the approved site plan.
- 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. This matter remains under review by the Township Attorney with additional follow-up anticipated.
- Shut off (47) accounts for non-payment, tracked payments, dispatched turn-ons

Staff Training, Continuing Education, Compliance and Safety Related Activity

- The Zoning Administrator attended online Blight Buster Seminar hosted by MTA
- The Community and Economic Development Director attended a Fiscally Ready Communities webinar hosted by the State of Michigan. The webinar recording was subsequently also viewed by the Building Services Clerk – both for professional development.
- The Building Official participated in the monthly professional development activities
- Finance Director attend the Michigan Chart Chat Webinar – Corrective Action Plan, Budget Projection Tool, Headlee Overview, sponsored by the Department of Treasury
- Staff members that missed Confined Space Training last fall completed Confined Space Training class in Bay City.
- The Director meets weekly with the Community and Economic Development Department staff as a group and regularly on an individual basis to provide guidance, coordinate provision of services, ensure good intra- and inter-departmental communication, and identify and resolve issues
- The Rental Inspector conducted site visits with inspections or re-inspections at residential complexes, hotels, various single-family units, and other regulated premises. This would also include inspections of apartment complexes & hotels (fire alarm and sprinkle report reviews).
- The Rental Inspector responded to a rental complaint at 1305 E Broomfield. Upon inspection the bathroom wall was testing with over a 40% moisture content and what looked like a mold like substance in the basement. Contacted the landlord and the wall was removed and the mold like substance was remediated. The associated plumbing issues were subsequently resolved.
- The Building Official inspections and follow up continue as needed for the new Isabella County Jail project
- The Building Official provided the following services during the month:
 - 30 Building Inspections
 - 10 Permits issued
 - 4 Certificate of Occupancy's Issued
- Prepared and submitted the Form 5176 (Request for State Reimbursement of Tax Increment Finance Authority Personal Property TIF Loss) for the East and West DDA
- Reconciled 11 bank statements; 17 Accounts payable check runs during June
- Finance Department updated each BS&A software module mid-month and at the end of the month: PR, CR, AP, GL, TAX, DPP, SA, UB, BD, ASG, PO, and FI
- Finance Department processed new employee paperwork and onboarding for new employee in public services
- Submitted initial claim for 3M and Dupont PFAS Settlement
- 26 Lead and Copper samples have been taken from individual homes
- Tested all pump station alarms (monthly operation and maintenance)
- Yearly fire extinguisher inspections completed by Summit Fire Protection
- Monthly cleaning of sanitary sewer mains, manholes, and wet wells throughout Township
- Monthly MOR submitted to EGLE – along with 22 monthly distribution system water sample results
- Repaired 4 fire hydrants found damaged during fire hydrant flushing program
- Monthly Water reports submitted – no violations
- Monthly Sanitary Sewer reports submitted – no violations
- Monthly maintenance of chlorine injectors and pump tubes
- Monthly fire extinguisher, AED, and eye wash inspections completed.

Economic Development Activities

- The Community and Economic Development Director participated in a Michigan Downtowns Association advocacy committee meeting to consider options for responding to recent bills that would impair future brownfield redevelopment in Michigan.
- The Department Director and the Township Assessor will be working on developing policy proposals for Board of Trustees consideration to establish updated guidelines for consideration of requests for new or amended Industrial Development Districts and Industrial Facility Tax Exemption (IFTE) applications under Michigan Public Act 198 of 1973, as amended.
- The Community and Economic Development Director and Township Engineer at Gourdie-Fraser Associates continued work on evaluation and prioritization of infrastructure improvements for potential new industrial/research/business park development along the US-127 corridor in accordance with the state Rural Readiness Grant awarded to the Township for our Master Plan update project.
- The Department Director will expand information on the Township’s website related to development approval processes and pre-application meeting options to further assist the development community.
- The Community and Economic Development Director continues to have business retention contacts.

Community Development Activities

- The Community and Economic Development Director will complete and distribute a request for qualifications from sign contractors with the capability to design and install a new gateway sign for the East DDA District to be located at the corner of M-20 and S. Summerton Rd. in cooperation with Mid-Michigan College and Consumers Energy, and to design and install new Enterprise Industrial Park signage at the corner of M-20 and Enterprise Dr. The EDA Board will evaluate responding contractors, with the selected finalist(s) to be invited to submit bids for planned projects
- The Department Director will begin work to prepare a proposed scope of work and request for proposals from qualified consulting firms to prepare a detailed evaluation of housing needs and priorities in accordance with the approved MSHDA Housing Readiness Incentive Grant to expand the Township’s Master Plan update project.
- The Community and Economic Development Director met with Michigan Department of Transportation officials from the Mt. Pleasant MDOT TSC office to discuss options for completion of the remaining restoration activities related to the 2023 M-20 road reconstruction project.
- The Community and Economic Development Director attended a membership meeting of the VFW on 7/3/2024 to answer questions about the Township’s sign regulations and the EDA Board’s grant program to support modernization of older signage in the DDA districts, and to introduce a proposal to relocate a round planter impacted by the 2023 road construction to a site in front of the VFW Hall.
- The Township’s engineering consultant at Gourdie-Fraser is in the process of completing preliminary engineering and identification of easements needed to prepare construction plans for new sidewalk projects along the:
 - north side of Pickard Rd. east from S. Lincoln Rd. to the existing sidewalk near Ashland Dr;
 - east side of Bud St. north from E. Pickard Rd. to connect to Jameson Park;
 - east side of S. Isabella Rd. from E. Kay St. south to E. Broadway Rd;
 - west side of Bradley St. from E. Remus Rd. (M-20) north to connect to the Mt. Pleasant Middle School at the City-Township boundary; and

- south side of E. Bluegrass Rd. from S. Mission Rd. east across the frontage of the Red Lobster parcel to complete a connection to the Indian Pines Shopping Center.
- The Community and Economic Development Director and the Mt. Pleasant City Planner met informally to discuss planning, zoning, and economic development topics of mutual interest
- Received informal petition from Stoneridge Drive and Meadowbrook Drive residents for the establishment of Paving Special Assessment District. Requested information from various township staff members and the Isabella County Road Commission needed for the next step in the special assessment process.

Organizational and Stakeholder Support Services

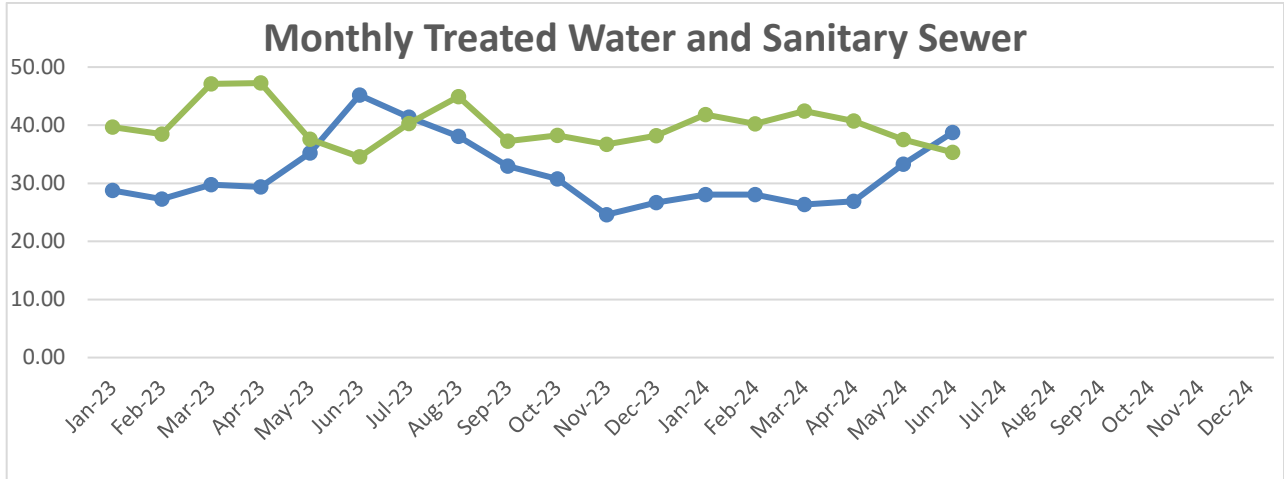
- Assessor working on splits or combinations done in the past which did not get forwarded to the Township or County GIS. All past land changes will need reviewing for correct assessment roll descriptions and will be sent to both GIS departments.
- The Building Services Clerk along with the Administrative Assistant coordinated the installation and reconfiguration of the front office.
- Building Services – The Building Official continues to work in close coordination with the County’s plumbing, mechanical, and electrical inspectors on building projects to minimize delays and to ensure that construction meets the applicable health and safety standards.
- The Community and Economic Development Director will serve as Chair for the July meeting of the Mt. Pleasant Airport Joint Operations and Management Board.
- Processed (2) ACH Request; (10) Transfers of Service/Final Bills; Prepared (1) Misc. Invoice – Alwood Nursery; Received/Processed (282) miscellaneous service request/work orders/phone calls/general inquiry /billing inquiries/emails/cross connection program inquiries; Prepared and coded department credit card and accounts payable statements/bills; set up 5 new customer accounts
- Cleaned up, spread black dirt, and seeded from water service install at Commission on Aging
- 133 Miss Dig underground markings completed throughout Township by Public Services Dept
- Conducted Assistant Water Operator interviews.
- Scheduled and conducted interviews for Skilled Laborer position
- Calculated/printed/mailed second quarter Utility Billing in the amount of \$1,192,633.93
- Prepared and mailed bills for the McGuirk and Carriage Hill special assessments

Miscellaneous

- Assessing fieldwork ongoing with emphasis on inspections to comply with 20% annual reinspection requirements
- Closed out the 2023 Fiscal Year in the BS&A computer software and verified fund balances comport with the audited financial statements
- Submitted information online for the qualifying statements for the Township as well as the East and West DDA
- Prepared the Annual Report on Status of Tax Increment Financing Plan for both the East and West Downtown Development Districts to submit to the State of Michigan to comply with P.A. 57 of 2018, due 180 days of the end of the Authority’s fiscal year
- June 2024 – Treated Potable Water (blue line)

Total Month:	38.756 mg
Average Day:	1.292 mgd
Max Day:	1.610 mgd

- June 2024 – Treated Sanitary Sewer (green line)
 Total Month: 35.340 mg
 Average Day: 1.27 mgd
 Max Day: mgd



2024 CHARTER TOWNSHIP OF UNION
Board of Trustees
Regular Meeting Minutes

A regular meeting of the Charter Township of Union Board of Trustees was held on July 10, 2024, at 7:00 p.m. at the Union Township Hall.

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

Roll Call

Present:

Supervisor Mielke, Clerk Cody, Treasurer Rice, Trustee Bills, Trustee Smith and Trustee Thering

Excused:

Trustee Brown

Approval of Agenda

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

Presentation

- a. Commissioner Engler, Isabella County Commissioner, gave updates on solar farms going up in Beal City. Informed the public of the Republican Debate on July 24th at Lux Funeral Home Conference Center.

Public Hearing

Public Comment

Open: 7:08 p.m.

No comments were offered.

Closed: 7:08 p.m.

Reports/Board Comments

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

B. Board Member Reports

No reports were given

Consent Agenda

- A. Communications
- B. Minutes – June 26, 2024 – Regular Meeting
- C. Accounts Payable
- D. Payroll
- E. Meeting Pay
- F. Fire Reports

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

New Business

A. Discussion/Action: (Nanney) Second Reading and Adoption of the Proposed new Sidewalk Ordinance Number 24-02

Rice moved **Cody** supported to conduct a Second Reading for and adopt the proposed new Sidewalk and Pathway Ordinance as Ordinance Number 24-02. **Roll Call Vote: Ayes: Mielke, Cody, Rice, Bills, Smith, and Thering. Nays: 0. Motion carried.**

EXTENDED PUBLIC COMMENT: RESTRICTED TO 5 MINUTES REGARDING ANY ISSUE

Open: 7:17 p.m.

Frank Engler, 1798 E River Rd., commented on the accidents at Sweeny Road and Broomfield intersection.
Stephanie Stine, 5260 E Broadway Rd., Introduced herself and announced she is running for Township Treasurer

Boomer Wingard, 119 E Broadway, commented on road concerns at the Mary McGuire Elementary School entrance.

Closed: 7:20 p.m.

MANAGER COMMENTS

- Asked the Board for their approval to close the Township Hall to the public for the August and November elections.

FINAL BOARD MEMBER COMMENT

Bills – Excited for clarification on the sidewalks. Commented on community complaints about building in the Township

ADJOURNMENT

Bills moved Cody supported to adjourn the meeting at 7:24 p.m. Vote: Ayes: 6. Nays: 0. Motion carried.

APPROVED BY:

Lisa Cody, Clerk

Bryan Mielke, Supervisor

(Recorded by Tera Green)

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 101 POOLED CHECKING						
07/16/2024	101	714 (E)	00146	CONSUMERS ENERGY	STREET LIGHTS 2010 S LINCOLN RD L4 LIGHT 48858 LED LIGHT RD 2055 ENTERPRISE DR MAIN	2,065.56 84.29 473.19 210.40 <u>2,833.44</u>
07/24/2024	101	25617	01358	21ST CENTURY MEDIA-MICHIGAN	NOTICE FOR FOX MEADOWS S/A PAVING	1,627.71
07/24/2024	101	25618	01703	AMAZON CAPITAL SERVICES	FRAMES, SURFACE PRO CHARGER, ALARM LOCK SCREEN PROTECTOR, TONER CARTRIDGE COMPUTER PRIVACY SCREEN CREDIT MEMO FOR PRIVACY SCREENS CREDIT MEMO-RETURN MOUNTING BRACKETS	231.93 283.98 49.48 (53.99) (55.99) <u>455.41</u>
07/24/2024	101	25619	01240	BRAUN KENDRICK FINKBEINER PLC	MTT DEERFIELD VILLAGE LLC MTT UNION SQUARE APARTMENTS LLC MTT MT PLEASANT APARTMENTS WEST LLC MTT SAMS REAL ESTATE BUSINESS TRUST MTT HOME DEPOT (HD DEVELOPMENT) MTT JAMESTOWN MT PLEASANT APT. LLC 2024	117.00 6,500.00 1,911.00 819.00 1,072.50 741.00 <u>11,160.50</u>
07/24/2024	101	25620	00095	C AND C ENTERPRISES INC	TOWELS/SUPPLIES	79.00
07/24/2024	101	25621	00722	CHARTER TOWNSHIP OF UNION	UTILITY BILLING-WWTP-2ND Q 2024 UTILITY BILLING-PARKS CONCESSION-2ND Q 2	2,261.04 1,329.58 <u>3,590.62</u>
07/24/2024	101	25622	00129	CMS INTERNET, LLC	2 NEW COMP MONITORS FOR PUBLIC SERV ASSI SONIC WALL SECURE UPGRADE HARDWARE/MANAGED IT SERVICES/WWTP HARDWARE MANAGED IT SERVICES/REPLACE BAT HARDWARE/BATTERY REPLACEMENT MERIDIAN WE REPLACE BATTERIES TOWNSHIP HALL REPLACEMENT BATTERY/ISABELLA WELL SITE	419.98 3,965.00 2,892.00 123.96 123.96 143.96 143.96 <u>7,812.82</u>
07/24/2024	101	25623	01626	DANNY COFFELL	MILEAGE TO/FROM JAMESON HALL/HOME	15.28
07/24/2024	101	25624	00155	COYNE OIL CORPORATION	FUEL IN TOWNSHIP VEHICLES-JUN 2024	2,210.92
07/24/2024	101	25625	01242	CULLIGAN WATER	BOTTLED WATER	49.25
07/24/2024	101	25626	01171	DBI BUSINESS INTERIORS	OFFICE SUPPLIES OFFICE SUPPLIES	40.57 21.49 <u>62.06</u>
07/24/2024	101	25627	00207	E & S GRAPHICS, INC	CONSUMER CONFIDENCE REPORTS 2024	3,388.51
07/24/2024	101	25628	00098	ELECTION SOURCE	IM-BUTTON ADAPTER ELECTION SUPPLIES	73.70
07/24/2024	101	25629	00788	FERGUSON ENTERPRISES-POLLARDWATER	66 TRI VIEW SEWER MANHOLE MARKERS 66 TRI VIEW SEWER MANHOLE MARKERS	193.02 128.68 <u>321.70</u>

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
07/24/2024	101	25630	00231	FOUR SEASON'S EXTERMINATING	MONTHLY TREATMENT EXTERMINATING	40.00
					TWP HALL MONTHLY EXTERMINATING	40.00
					MONTHLY EXTERMINATING/EXTERIOR APPLICATI	40.00
						<u>120.00</u>
07/24/2024	101	25631	00248	GILBOES LOCK AND SAFE SERVICE	GATE LOCK SERVICE CALL	129.00
07/24/2024	101	25632	00249	GILL-ROYS HARDWARE	COAX CABLE SURGE STRIP FOR FRONT OFFICE	49.98
07/24/2024	101	25633	01741	GOENNER LAWN CARE LLC	2129 S ISABELLA-MOWING (TALL GRASS EN 240	212.50
07/24/2024	101	25634	00261	GRAINGER	1/2" BREAKER BAR - SUPPLIES	123.98
					DRUM HAND TRUCK	258.74
						<u>382.72</u>
07/24/2024	101	25635	01721	HYDROCORP	LEAD & COPPER INTERIOR IDENTIFICATION &	2,286.00
					LEAD & COPPER INTERIOR IDENTIFICATION &	1,354.50
						<u>3,640.50</u>
07/24/2024	101	25636	01116	ISABELLA COUNTY COMMUNITY DEVELOPME	PARTNERSHIP - 6" ORTHOPHOTOGRAPHY MISAIL	9,600.80
07/24/2024	101	25637	01981	J J SOLUTIONS	PAINTING BOARD ROOM/SMALL CONF ROOM&OFFI	3,505.50
07/24/2024	101	25638	01300	LINDSAY SOFT WATER	DURA CUBE DELIVERY	13.00
07/24/2024	101	25639	01980	RICK MAYLEE	REFUND RENTAL DEPOSIT-JAMESON HALL	250.00
07/24/2024	101	25640	00518	PEERLESS-MIDWEST, INC.	ANNUAL WELL & PUMP MAINTENANCE	2,555.00
07/24/2024	101	25641	01897	ROBERT HALF	TEMP WORKER-ACCT SPECIALIST ROLE	2,095.06
					TEMP WORKER-ACCT SPECIALIST ROLE	1,738.32
					TEMP WORKER-ACCT SPECIALIST ROLE	1,932.90
						<u>5,766.28</u>
07/24/2024	101	25642	01293	SHAY WATER CO/CUSTOM COFFEE SERV	BREWER RENT	45.00
07/24/2024	101	25643	01979	SMART BUSINESS SOURCE	COPY PAPER OFFICE SUPPLIES	343.92
07/24/2024	101	25644	01542	STERICYCLE, INC.	PAPER SHREDDING JUNE 2024	89.43
07/24/2024	101	25645	01495	MARK STUHL DREHER	MONTHLY REGIONAL MANAGERS LUNCH	26.20
07/24/2024	101	25646	00668	UNITED PARCEL SERVICE	UPS SHIPPING	46.88
					MAIL/SHIPPING/POSTAGE	45.73
					MAIL/SHIPPING/POSTAGE	21.89
						<u>114.50</u>
07/24/2024	101	25647	01760	VEGA AMERICAS, INC.	WIRED RADAR SENSOR FOR CONTINUOUS LEVEL	2,533.54
07/24/2024	101	25648	00732	YEO & YEO, PC	FORM F65 PREPARATION	1,000.00
						<u><u>1,000.00</u></u>

101 TOTALS:

Total of 33 Checks:	64,058.79
Less 0 Void Checks:	0.00
Total of 33 Disbursements:	<u><u>64,058.79</u></u>

Charter Township of Union Payroll
--

Check Date: 07/18/24
Pay Period End Date:07/13/24

NOTE: PAYROLL TRANSFER NEEDED

General Fund	\$	42,725.98
Fire Fund		
EDDA		
WDDA		
Sewer Fund		36,694.56
Water Fund		31,779.07
Total To Transfer from Pooled Savings	\$	111,199.61

NOTE: CHECK TOTAL FOR TRANSFER

BS&A Gross Payroll	\$	75,924.68
Employer Share Medicare		1,052.14
Employer Share SS		4,498.98
SUI		27.81
Pension-Employer Portion		6,186.99
Workers' Comp		448.75
SUI		
Dental		1,290.60
Health Care		24,448.58
Vision		
Vision Contribution		
Health Care Contribution		(2,718.92)
Flex Administrators		
Cobra/Flex Administration		40.00
PCORI Fee		
Total Transfer to Payroll Checking	\$	111,199.61



Union Township Report

Date: Monday, July 8, 2024



Alarm Date between 2024-06-30 and 2024-07-06

District	NFIRS Number	Alarm Date	Incident Type Code	Incident Type	Apparatus Name	Personnel Count	Alarms
Union Township	0000456						
		6/30/2024 8:51:48 AM	743	Smoke detector activation, no fire - unintentional	ENG 33	2	1
						Total Responding 2	
Union Township	0000463						
		7/2/2024 11:14:24 AM	322	Motor vehicle accident with injuries	ENG 33	2	1
						Total Responding 2	
Union Township	0000465						
		7/2/2024 9:57:42 PM	744	Detector activation, no fire - unintentional	ENG 33	2	1
						Total Responding 2	

Union Township	0000468						
		7/3/2024 11:10:22 AM	746	Carbon monoxide detector activation, no CO	ENG 33	2	1
						Total Responding 2	
Union Township	0000470						
		7/3/2024 3:00:23 PM	745	Alarm system activation, no fire - unintentional	ENG 33	2	1
						Total Responding 2	
Union Township	0000472						
		7/4/2024 6:27:29 PM	142	Brush or brush-and-grass mixture fire	ENG 33	2	1
		7/4/2024 6:27:29 PM	142	Brush or brush-and-grass mixture fire	Brush 31	1	1
						Total Responding 3	
Union Township	0000473						

		7/4/2024 9:59:23 PM	733	Smoke detector activation due to malfunction	ENG 33	3	1
						Total Responding 3	
Union Township	0000474						
		7/4/2024 10:09:54 PM	154	Dumpster or other outside trash receptacle fire	ENG 32	1	1
						Total Responding 1	
Union Township	0000475						
		7/5/2024 12:39:20 AM	424	Carbon monoxide incident	ENG 33	3	1
						Total Responding 3	
	Total Runs 9					Total Responding 20	

Note: Alarms
1=Duty Crew
2=Paged Off Duty Full-time
3=Paged Paid-on-Call Firefighters
4=Paged All



Union Township Report

Date: Tuesday, July 16, 2024



Alarm Date between 2024-07-07 and 2024-07-13

District	NFIRS Number	Alarm Date	Incident Type Code	Incident Type	Apparatus Name	Personnel Count	Alarms
Union Township	0000485						
		7/7/2024 10:12:26 PM	611	Dispatched & canceled en route	ENG 33	2	1
						Total Responding 2	
Union Township	0000488						
		7/8/2024 10:26:34 PM	324	Motor vehicle accident with no injuries.	ENG 33	2	1
						Total Responding 2	
Union Township	0000489						
		7/9/2024 12:18:00 PM	311	Medical assist, assist EMS crew	ENG 33	3	1
						Total Responding 3	

Union Township	0000490						
		7/9/2024 7:36:56 AM	443	Breakdown of light ballast	ENG 33	2	1
						Total Responding 2	
Union Township	0000493						
		7/9/2024 5:36:15 PM	733	Smoke detector activation due to malfunction	ENG 33	2	1
						Total Responding 2	
Union Township	0000495						
		7/10/2024 4:11:10 PM	321	EMS call, excluding vehicle accident with injury	ENG 32	2	1
						Total Responding 2	
Union Township	0000496						
		7/10/2024 5:49:00 PM	154	Dumpster or other outside trash receptacle fire	ENG 32	2	1

							Total Responding 2
Union Township	0000501						
		7/11/2024 5:12:02 PM	300	Rescue, EMS incident, other	ENG 33	2	3
		7/11/2024 5:12:02 PM	300	Rescue, EMS incident, other	POV	7	3
						Total Responding 9	
Union Township	0000502						
		7/12/2024 9:29:30 PM	460	Accident, potential accident, other	ENG 33	2	1
						Total Responding 2	
	Total Runs 9					Total Responding 26	

Note: Alarms
1=Duty Crew
2=Paged Off Duty Full-time
3=Paged Paid-on-Call Firefighters
4=Paged All

To: Board of Trustees **DATE:** July 11, 2024
FROM: Mark Stuhldreher, Township Manager **DATE FOR BOARD CONSIDERATION:** 7/24/2024
ACTION REQUESTED: To adopt the Michigan Liquor Control Commission’s Local Government Approval Resolution to support approval of the Small Distiller License application from the Mt. Pleasant Brewing, LLC for their existing Summit Smokehouse and Mountain Town Brewing Company facility at 3068 Jen’s Way (PID 14-094-00-005-00).

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

BACKGROUND INFORMATION

New state license for an existing Township business.

Mt. Pleasant Brewing, LLC, which operates the Summit Smokehouse and the Mountain Town Brewing Co. facility at 3068 Jen’s Way in the Township, has applied to the State of Michigan’s Liquor Control Commission for a Small Distillery License. Having this additional state license would allow the existing craft brewery and restaurant business in the Township’s West Downtown Development Authority (DDA) District to expand their customer base by offering a broader selection of craft beverages. The proposed small distillery and blending room would be located entirely within the existing facility at 3068 Jen’s Way.

State and local jurisdiction.

Under Michigan law, this licensing process is primarily within the jurisdiction of the State of Michigan. The Township’s jurisdiction is limited to making a recommendation related to issuance of the requested license to the state Liquor Control Commission through an adopted “Local Government Approval Resolution” that either expresses support for the application or recommends disapproval of the state license for specific reasons noted on the resolution form.

The Township does have an old ordinance on its books, [Ordinance No. 1983-1](#) (adopted on 3/2/1983), which purports to establish an additional, Township-based annual licensing requirement for beer, wine, and liquor sales in the Township. However, the Township Attorney has confirmed following a review of the ordinance that it is in conflict with current state law and should be considered by the Township Administration to be unenforceable.

In accordance with a recommendation from our Township Attorney, Ord. No. 1983-1 has been added to a list of several other outdated/unenforceable ordinances that will be brought to the Board of Trustees at a future meeting for repeal.

SCOPE OF SERVICES

Adoption of a resolution to support the Mt. Pleasant Brewing, LLC application for a Small Distiller License from the State Liquor Control Commission.

JUSTIFICATION

Adoption of the resolution by the Board of Trustees is a necessary step for the applicant to apply to the Liquor Control Commission for a Small Distiller License to further expand their existing business operations in the Township.

GOALS ADDRESSED

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

5. Commerce

Adoption of the resolution would help to support the growth and vitality of an existing business establishment in the West DDA District (1.5).

COSTS

NA

TIMETABLE

If adopted by the Board of Trustees, a copy of the resolution as certified by the Clerk would be promptly provided to the Michigan Liquor Control Commission and the applicant.

RESOLUTION

To adopt the Michigan Liquor Control Commission’s Local Government Approval Resolution to support approval of the Small Distiller License application from the Mt. Pleasant Brewing, LLC for their existing Summit Smokehouse and Mountain Town Brewing Company facility at 3068 Jen’s Way (PID 14-094-00-005-00).

Resolved by _____ Seconded by _____

Yes:

No:

Absent:

Mountain Town Brewing Co / Summit Smokehouse

3068 Jen's Way – Mt Pleasant, MI 48858

July 10, 2024

RE: Small Distillers Permit

TO: Board of Trustees

To the Board of Trustees,

Mountain Town Brewing Co would like to continue to be central Michigan's innovator in craft beverages by adding on a Small Distillery to our operation. Craft spirits are becoming very popular and we feel our market is not being served in the category. Since Covid19 micro brewed beer consumption has fallen significantly and adding spirits to our customer offerings would enhance the guest experience at the Summit Smokehouse especially for customers not interested in craft beer or wine.

We currently hold a Micro Brewer and Small Wine Maker permit at this location and have plenty of room for a small distilling / blending area.

I request approval the Michigan Liquor Control Commission Local Government Approval form (MLCC 106a) so I may apply to State of Michigan and to Bureau of Alcohol TTB.

Sincerely,

A handwritten signature in blue ink, appearing to read "JH", with a long horizontal line extending to the left.

Jim Holton

Mountain Town Brewing Co



Local Government Approval
(Authorized by MCL 436.1501)

Instructions for Applicants:

- You must obtain a recommendation from the local legislative body for a new on-premises license application, certain types of license classification transfers, and/or a new banquet facility permit.

Instructions for Local Legislative Body:

- Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a regular meeting of the Charter Township of Union Board of Trustees council/board
called to order by on 7/24/2024 at
the following resolution was offered:

Moved by and supported by

that the application from Mt Pleasant Brewing Co, LLC
for the following license(s): Small Distiller License

to be located at: 3068 Jens Way, Mt Pleasant, MI 48858

and the following permit, if applied for:

Banquet Facility Permit Address of Banquet Facility: n/a

It is the consensus of this body that it recommends this application be considered for approval by the Michigan Liquor Control Commission.

If disapproved, the reasons for disapproval are

Vote

Yeas: _____

Nays: _____

Absent: _____

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the Charter Township of Union Board of Trustees council/board at a regular meeting held on 7/24/2024

Lisa Cody

Print Name of Clerk

Signature of Clerk

Date

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.

Please return this completed form along with any corresponding documents to:
Michigan Liquor Control Commission
Mailing address: P.O. Box 30005, Lansing, MI 48909
Overnight packages: 2407 N. Grand River, Lansing, MI 48906
Fax to: 517-763-0059

able to begin work to prepare for and install a new streetlight on an existing pole at the intersection of S. Lincoln Road and Independence Drive.

GOALS ADDRESSED

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

- 3. Health and Safety**
- 5. Commerce**

Adoption of the resolution would help to establish a safer circumstance at this intersection for pedestrians, bicyclists, truck drivers, and motorists (1.3.1), and would help to support a healthy business climate in the West DDA District (1.5).

COSTS

\$100.00 for installation, plus customary monthly charges for electricity

TIMETABLE

If adopted by the Board of Trustees, a copy of the resolution as certified by the Clerk would be promptly provided to the Consumers Energy Company with the other required documentation of Township authorization for this project.

RESOLUTION

To adopt a resolution to change the Consumers Energy Company streetlighting agreement dated October 24, 2018 to add a new streetlight on an existing pole at the intersection of S. Lincoln Road and Independence Drive.

Resolved by _____ Seconded by _____

- Yes:
- No:
- Absent:

RESOLUTION

RESOLVED, that it is hereby deemed advisable to authorize Consumers Energy Company to make changes in the lighting service as provided in the Standard Lighting Contract between the Company and the Charter Township of UNION, dated 10/24/2018, in accordance with the Authorization for Change in Standard Lighting Contract dated _____,

heretofore submitted to and considered by this commission council board; and

RESOLVED, further, that the _____ Clerk be and are authorized to execute such authorization for change on the behalf of the Charter Township.

STATE OF MICHIGAN
COUNTY OF ISABELLA

I, _____, clerk of the Charter Township of UNION do hereby certify that the foregoing resolution was duly adopted by the

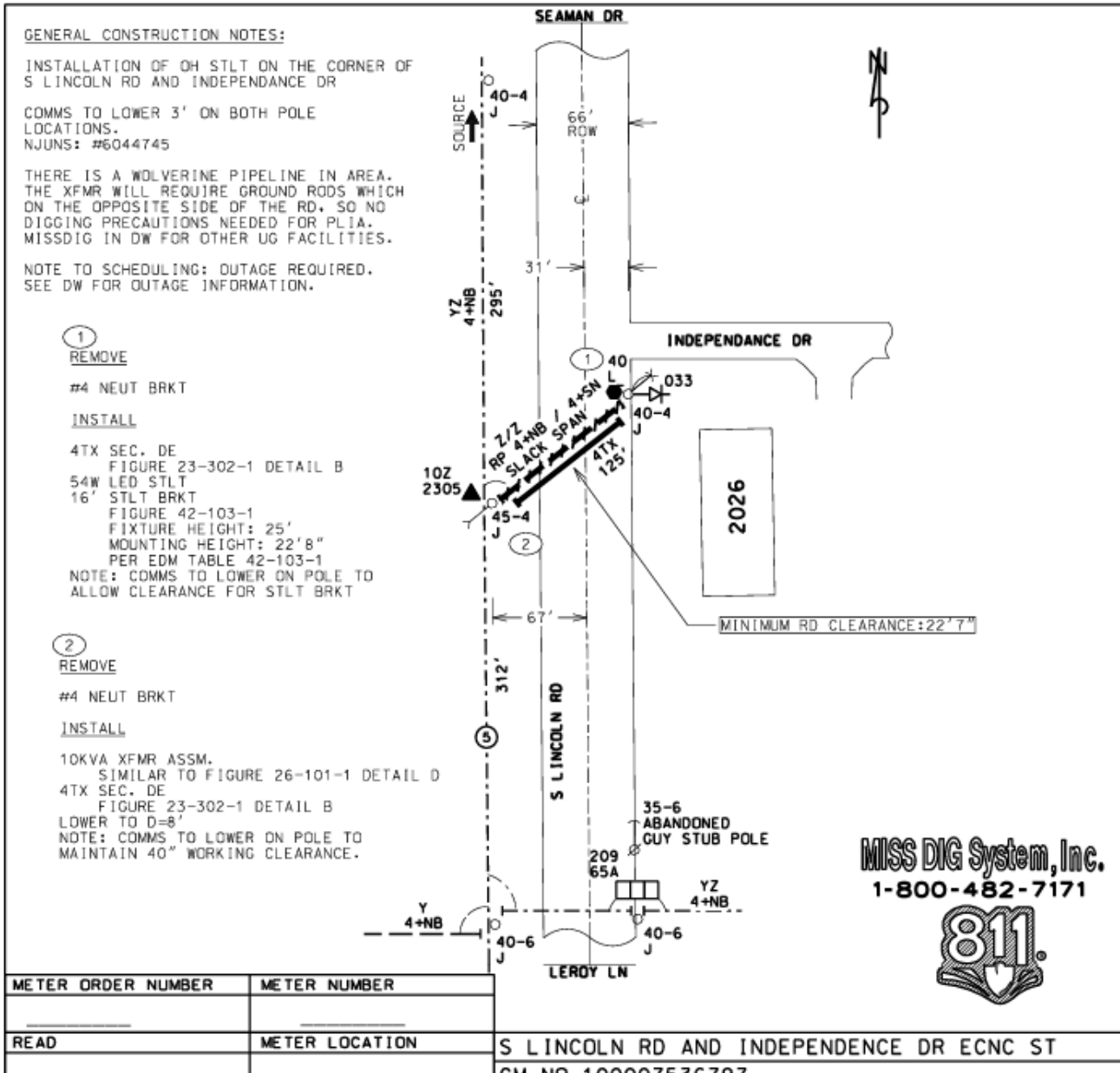
commission council board of said municipality, at the meeting held on _____.

Dated:

Municipal Customer Type: Charter Township

GENERAL UNMETERED LIGHT EMITTING DIODE LIGHTING RATE GU-LED

- (1) 40 watt LED White Cobrahead NA to Install at location 1;



GENERAL CONSTRUCTION NOTES:

INSTALLATION OF OH STLT ON THE CORNER OF S LINCOLN RD AND INDEPENDANCE DR

COMMS TO LOWER 3' ON BOTH POLE LOCATIONS.
NJUNS: #6044745

THERE IS A WOLVERINE PIPELINE IN AREA. THE XFMR WILL REQUIRE GROUND RODS WHICH ON THE OPPOSITE SIDE OF THE RD, SO NO DIGGING PRECAUTIONS NEEDED FOR PLIA. MISSDIG IN DW FOR OTHER UC FACILITIES.

NOTE TO SCHEDULING: OUTAGE REQUIRED. SEE DW FOR OUTAGE INFORMATION.

1
REMOVE

#4 NEUT BRKT

INSTALL

4TX SEC. DE
FIGURE 23-302-1 DETAIL B
54W LED STLT
16' STLT BRKT
FIGURE 42-103-1
FIXTURE HEIGHT: 25'
MOUNTING HEIGHT: 22'8"
PER EDM TABLE 42-103-1

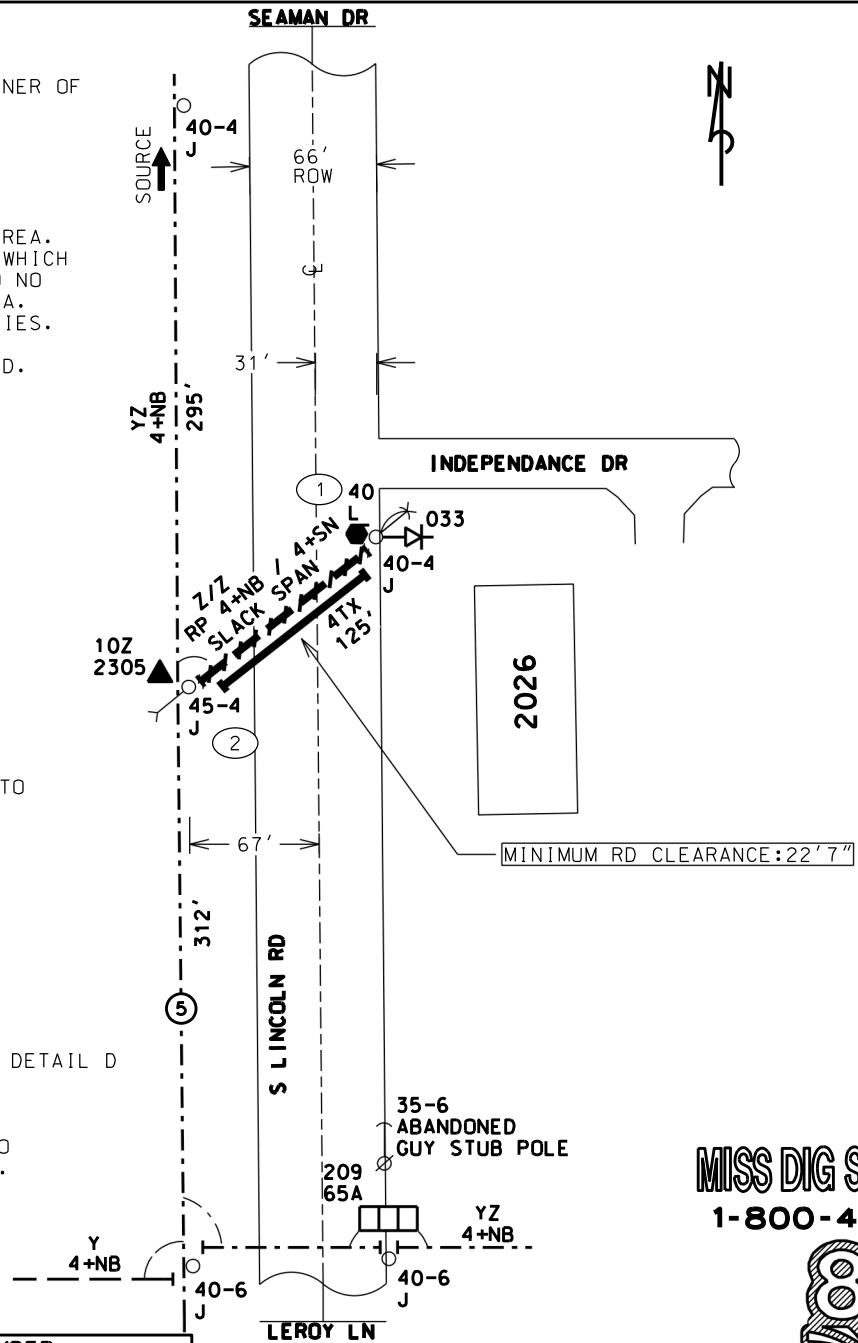
NOTE: COMMS TO LOWER ON POLE TO ALLOW CLEARANCE FOR STLT BRKT

2
REMOVE

#4 NEUT BRKT


INSTALL

10KVA XFMR ASSM.
SIMILAR TO FIGURE 26-101-1 DETAIL D
4TX SEC. DE
FIGURE 23-302-1 DETAIL B
LOWER TO D=8'
NOTE: COMMS TO LOWER ON POLE TO MAINTAIN 40" WORKING CLEARANCE.



MISS DIG System, Inc.
1-800-482-7171



METER ORDER NUMBER		METER NUMBER					
READ		METER LOCATION		S LINCOLN RD AND INDEPENDANCE DR ECNC ST			
				CM NO.100007536797			
CONSUMERS ENERGY CONTACTS			ORDER TYPE	MAT. TYPE	NOTIFICATION NUMBER	DESIGN NUMBER	ORDER NUMBER
DEPARTMENT	NAME	NUMBER	ECNC	STL	1069404152	11618408	
COORDINATOR	GABRIEL POLEIII	810-760-3485					
DESIGNER	CHAD SPONSELLER	989-506-4222					
CE STAKING REO'D	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	TLM NUMBER	# OF RODS	OHMS	JOB PURPOSE:		
FORESTRY REO'D	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	14042123			INSTALLATION OF STLT FOR UNION TOWNSHIP		
 A CMS Energy Company ELECTRIC		SUBSTATION		WD NO.		UPSTREAM SECTIONALIZING DEVICE:	
		MT PLEASANT		0002		235-100A	
SHEET A		SHEET 1 OF 1		CIRCUIT		LOCATION:	
SCALENTS		BROADWAY		02		3 POLES S OF E REMUS RD AND S LINCOLN RD	
ISABELLA CO				UNION TWP		T 14N R 04W SEC. 21	

SA_BOND_JS_PROD_Design2054_356.dgn

03-04-2024 08:19:11



A CMS Energy Company

Dear New Electric Customer:

Thank you for your request for electric service. In order to expedite your request and meet your schedule, we have developed the following list of items requiring action by you (Customer Responsibilities). These requirements must be met before we can install your service.

CUSTOMER RESPONSIBILITIES

- 1) Service Location: A copy of our design document may be included in your customer packet. If included, your service entrance equipment should be located at the spot indicated by an "X" as shown on the design document (Form 2804). Install the meter socket 3½ - 5 feet above final grade of this location.
- 2) Meter Socket: Residential metering equipment furnished free of charge, owned and maintained by Consumers Energy includes: meters and one or two position self-contained meter sockets. Contact the company representative assigned to your notification for locations to pick-up the meter socket. For metering installations that require a three or more position self-contained meter socket, the customer will be required to purchase approved meter sockets from a distributor or supplier of their choice.
- 3) Payment: An invoice may be included in your customer packet. If included, the deposit amount on the invoice must be paid prior to installation of your service. Additional charges may apply and will be billed/or a refund issued upon completion of your service installation.
- 4) Site Conditions: The site must be within three (3) inches of final grade before we can install your service. If you have requested an underground service, you will need to clear a 12-foot wide path that is free of building materials, brush, trees, shrubs, etc, along the proposed service route to avoid delays. Our Forestry Department can provide this service for you at an additional charge. For overhead service, nominal line clearing will be provided at no charge. Any extensive line clearing may require additional charges. After your service is installed, we will backfill and place excavated earth over the trench. You are responsible for the final restoration and ensuring that the grading over the trench is at the required level.
- 5) Staking: To avoid damage, you must mark (stake) your existing private underground facilities such as: well, septic systems, sprinkler system, any underground wires, buried LPG tanks, piping, or other unusual buried facilities. These stakes must be apparent when we arrive to install the service. We cannot reimburse you for damage to facilities that are not properly staked. You do not need to stake the utilities' electric, gas or communication lines.
- 6) Mobile Home or Temporary Service: If you requested service to a mobile home or temporary electric service, you will be required to set your own pole or install a pipe for underground service in accordance with Consumers Energy specifications. Contact the Consumers Energy representative assigned to your notification for additional information.
- 7) Construction Repair: If additional line work is required to reach your location due to site conditions or other unusual circumstances, extra charges may be incurred.
- 8) **ELECTRICAL INSPECTION: YOU ARE RESPONSIBLE FOR ENSURING THAT ALL ELECTRICAL PERMITS AND INSPECTIONS ARE OBTAINED BEFORE ANY SERVICE CONNECTIONS CAN BE MADE. WIRINGS MUST COMPLY WITH LOCAL AND STATE ELECTRICAL CODES. NOTE: CAUTION SHOULD BE USED WHEN WORKING INSIDE FUSE PANEL. PANEL MAY BE ENERGIZED AFTER SERVICE IS**
- 9) Additional Charges: Underground services installed during the months of December through April may be subject to an additional charge. Unusual site conditions may also require an additional charge. These charges will be communicated to you in advance of construction.
- 10) Joint Trenching: Discounts for installation of electric and gas service in the same trench (joint trench) are applied in calculating the gas service contribution.
- 11) Usage Rate: Customers are billed at a general service rate while the structure is under construction. If the structure is a home, then the owner of the home, upon receiving a Certificate of Occupancy, should call 1-800-477-5050 to ensure the gas and/or electric rates are changed to an appropriate rate.

Please keep these procedures in a convenient location to review as we proceed with designing your service and constructing the job. If any of the characteristics of the service request are changed and not communicated to us, you may experience delays and/or additional charges.

If you have any questions regarding these requirements please direct inquiries to:

Gabriel Poletti at 810-760-3485



**AUTHORIZATION FOR CHANGE IN STANDARD LIGHTING
CONTRACT(COMPANY-OWNED) FORM 547**

Contract Number: 103034816506

Consumers Energy Company is authorized as of _____ by the Charter Township of UNION, to make changes, as listed below, in the lighting system(s) covered by the existing Standard Lighting Contract between the Company and the Charter Township of UNION, dated 10/24/2018.

Lighting Type: General Unmetered Light Emitting Diode Lighting Rate GU-LED

Except for the changes in the lighting system(s) as herein authorized, all provisions of the aforesaid Standard Lighting Contract dated 10/24/2018 shall remain in full force and effect.

Notification Number(s): 1069404152

Comments: 11618408

Charter Township of UNION

By: _____

(Signature)

(Printed)

Its: _____

(Title)

This Agreement may be executed and delivered in counterparts, including by a facsimile or an electronic transmission thereof, each of which shall be deemed an original. Any document generated by the parties with respect to this Agreement, including this Agreement, may be imaged and stored electronically and introduced as evidence in any proceeding as if original business records. Neither party will object to the admissibility of such images as evidence in any proceeding on account of having been stored electronically.



A CMS Energy Company

CEM Support Center

Consumers Energy, Lansing Service Center, Rm. 122, 530 W. Willow St., Lansing, MI 48906-4754

April 16, 2024

NOTIFICATION #:
1069404152

CHARTER TOWNSHIP OF UNION
2010 S LINCOLN RD
MOUNT PLEASANT, MI 48858-9036

REFERENCE: S LINCOLN RD AND INDEPENDENCE DR, MOUNT PLEASANT

Dear Valued Customer,

Thank you for contacting Consumers Energy for your energy needs. Please note the Notification Number above and include it on any correspondence you send. Please note the Account Number, located above the Account Name on your invoice, when submitting payment.

Enclosed for approval and signature is the original Authorization for Change and Resolution covering the replacement and/or installation of streetlight(s). You are responsible for the final restoration.

The estimated cost for your energy request is as follows:

Non Refundable Agreement for Installation of Electric Facilities:

Winter Construction Costs:	\$	-
Installation Charge:	\$	100.00
Additional Costs		
Total Estimated Cost:	\$	100.00
Less Prepayment Received:	\$	-
Total Estimated Cost Due:	\$	100.00

Please sign and return the original Authorization for Change and Resolution in the enclosed self-addressed envelope or email to: POBoxCEServiceRequest@cmsenergy.com. Payment in full is required before the installation can be scheduled for construction.

Please review all attached materials carefully and direct inquiries for your request to:

Gabriel Poletti at 810-760-3485



CHARTER TOWNSHIP OF UNION
2010 S LINCOLN RD
MOUNT PLEASANT MI 48858-9036

Amount Due: \$100.00
Please pay by: April 30, 2024

Invoice Number	9326649030
PO Number	
PO Date	
Bill Date	04/16/24

Account: 3000 2199 6321

S LINCOLN RD AND INDEPENDENCE DR MOUNT PLEASANT - STREETLIGHTING - NOTIFICATION NUMBER (s):
1069404152 -

NONENERGY INVOICE

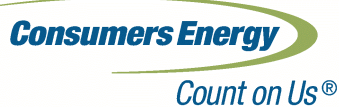
DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT
Electric Streetlights-CIAC	1.0 EA	\$100.00	\$100.00
TOTAL DUE:			\$100.00

See Page 2 for Payment Options.

Consumers Energy is regulated by the Michigan Public Service Commission, Lansing, Michigan

INVOICE QUESTIONS - Contact: Gabriel Poletti -810-760-3485 -

Fold, detach and mail this stub with your check made payable to Consumers Energy. Please write your account number on your check.



CONSUMERS ENERGY
CEM Support Ctr - Lansing RM 122
530 W Willow St
Lansing, MI 48906-4754

PREPAYMENT REQUEST

Account: 3000 2199 6321

Amount Due: \$100.00
Please pay by: April 30, 2024
Enclosed:

6 330035753248 000000100008 0000 2056 3 300021996321 H

Ways to pay your nonenergy bill:



Same-day payment
ConsumersEnergy.com

Discover® MasterCard®
Visa® or eCheck



Same-day payment
866-329-9593

Discover® MasterCard®
Visa® or eCheck



By mail

Check, money order

Consumers Energy
Payment Center
P.O. Box 740309
Cincinnati, OH 45274-0309



In person

Cash, check, card
or money order

Varies by authorized payment location

Fee may apply

PLEASE RETURN THE CHECKED DOCUMENTS BELOW TO CONSUMERS ENERGY IN THE ENVELOPE PROVIDED	
TO EXPEDITE SERVICE, RETURN VIA EMAIL TO: POBoxCEServiceRequest@cmsenergy.com	
<input type="checkbox"/>	AGREEMENT FOR INSTALLATION (Please return all pages of contracts) (Form 93, Form 94 and Form 95 - 2 Page Document Each) (Form 861, Form 862 and Form 230 - 4 Page Document Each)
<input checked="" type="checkbox"/>	PAYMENT WITH INVOICE STUB (BOTTOM STUB IS REQUIRED FOR PROCESSING)
<input type="checkbox"/>	REQUEST FOR ELEVATED CUSTOMER DELIVERY PRESSURE
<input checked="" type="checkbox"/>	STANDARD LIGHTING CONTRACT (MUST BE CERTIFIED BY CLERK)
<input type="checkbox"/>	SIGNED CUSTOMER ATTACHMENT PROGRAM (CAP) CONTRACT (PLEASE ENSURE TO CHECK PAYMENT OPTION ON CONTRACT)
<input type="checkbox"/>	GO READY FORM (FORM 1250) TO EXPEDITE SERVICE, RETURN VIA EMAIL TO: POBoxCEServiceRequest@cmsenergy.com
<input type="checkbox"/>	SITE READY PHOTO(S) TO EXPEDITE SERVICE, RETURN VIA EMAIL TO: POBoxCEServiceRequest@cmsenergy.com
<input type="checkbox"/>	OTHER:
ELECTRIC SERVICE NOTIFICATION:	
GAS SERVICE NOTIFICATION:	
ELECTRIC OH DISTRIBUTION NOTIFICATION:	
ELECTRIC UG DISTRIBUTION NOTIFICATION:	
GAS MAIN NOTIFICATION:	
STREETLIGHT NOTIFICATION:	1069404152

REQUEST FOR TOWNSHIP BOARD ACTION

To: Mark Stuhldreher - Township Manager **DATE:** July 15, 2024

FROM: Kim Smith – Public Service Director **DATE FOR BOARD CONSIDERATION:** July 24, 2024

ACTION REQUESTED: Approval of the bid from Plummer’s Environmental in the amount of \$103,795.00, for the rehabilitation of (19) nineteen sanitary sewer manhole structures located on Jonathon Lane, Ruby Street, Bertshire Drive, Morgan Lane, Honeybear Lane, High Street, Health Parkway, and Pickard Road.

Current Action Emergency

Funds Budgeted: If yes Account # 590-536-930.000 No N/A

Finance Approval _____

BACKGROUND INFORMATION

As part of the Township’s ongoing Sanitary Sewer Asset Management Program (19) nineteen sanitary sewer manhole structures were identified as the next critical manholes requiring rehabilitation. This rehabilitation includes cleaning, debris removal, leak stop, and cured in place lining of the manhole structures. The project was competitively bid and a public bid opening was held on June 25, 2024 at 10:00 a.m. Four bids were received for this project.

Bidder	Amount
Plummer’s Environmental	\$103,795.00
Blastek LLC	\$573,918.00
Advance Underground Inspections	\$50,040.00
Visu Sewer	\$181,500.00

SCOPE OF SERVICES

Cleaning, debris removal, leak stop, and cured in place liner (CIP) – of (19) nineteen sanitary sewer manhole structures located on Jonathon Lane, Ruby Street, Bertshire Drive, Morgan Lane, Honeybear Lane, High Street, Health Parkway, and Pickard Road.

JUSTIFICATION

We recommend that Plummer’s Environmental be awarded the 2024 Manhole Rehabilitation Project in the amount of \$103,795.00 for the rehabilitation of (19) nineteen sanitary sewer manholes. This recommendation is based on the history of successful repair and maintenance work performed by Plummer’s Environmental for Union Township, ability to meet project specifications, their responsiveness to the Request for Proposal (RFP), and price.

The lowest bid received was submitted by Advance Underground Inspections. This bid is not being recommended based upon their ability to complete the project as specified and prior quality of work. Advance Underground Inspections was awarded a contract in 2012 to complete similar work. They were

required to return several times to repair the work and ultimately the coating installed by Advance Underground had to be removed and recoated by Plummers Environmental due to the poor quality of work.

PROJECT IMPROVEMENTS

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

- 1. Community well-being and common good
- 2. Safety
- 3. Health

COSTS

\$103,795.00

This project is included in the FY2024 Approved Sanitary Sewer Budget - account number 590-536-930.000 in the amount of \$125,000.

PROJECT TIME TABLE

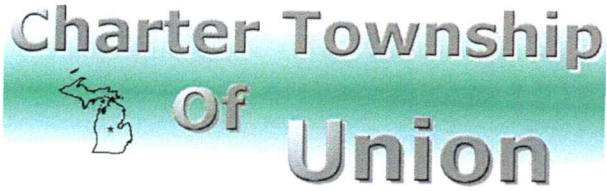
45 days after receipt of Notice to Proceed

RESOLUTION

Approve the bid from Plummer’s Environmental in the amount of \$103,795.00, for the rehabilitation of (19) nineteen sanitary sewer manhole structures located on Jonathon Lane, Ruby Street, Bertshire Drive, Morgan Lane, Honeybear Lane, High Street, Health Parkway, and Pickard Road.

Resolved by _____ Seconded by _____

Yes:
No:
Absent:



5228 South Isabella Road
 Mt. Pleasant, MI 48858
 989-772-4600 ext. 224 (phone)
 989-773-1988 (fax)
 ksmith@uniontownshipmi.com

Bid Tabulation Sheet

Project: 2024 Manhole Rehabilitation

Due Date: June 25, 2024 @ 10:00 a.m.

Bidder	Addendum #1 Acknowledged	Amount
Blastek LLC	not Acknowledged But had Proper Paperwork	\$573,918.00
Plummers Environmental Svcs.	✓	\$103,795.00
Advanced Underground Inspections	not acknowledged But had Proper Paperwork	\$50,040.00
Visu-Sewer	NO	\$181,500.00

Kim Smith

6-25-2024

John Bebow

6-25-2024

**2024 SANITARY SEWER MANHOLE REHABILITATION –
BID SHEET**

Proposal of Plummer's Environmental Services Inc.

(Hereinafter called "Bidder"), organized and existing under the Laws of the State of Michigan, doing business as Plummer's Environmental Services Inc.,*
to Charter Township of Union, Isabella County MI.

In compliance with your Request for Bids, Bidder hereby proposes to perform Work for the rehabilitation of nineteen (19) Sanitary Sewer Manholes in strict accordance with the Contract Documents within the time set forth therein and at the prices stated below.

By submission of this Bid, each Bidder certifies, and in the case of a joint Bid, each party thereto certifies as to his own organization that this Bid has been arrived at independently, without consultation, communication, or agreement as to any matter relating to this Bid with any other Bidder or with any competitor.

Bidder hereby agrees to commence Work under this Contract on or before a date to be specified in the Notice to Proceed and to substantially complete the Project within 45 consecutive calendar days thereafter, and fully complete Project (including restoration, punch list items, and close-out documents) within 30 days of Substantial Completion. Bidder further agrees to pay as liquidated damages, the sum of \$500.00 for each consecutive calendar day thereafter.

Bidder hereby agrees to also pay for the actual costs to the Owner for Resident Project Representative and Project management services and all additional inspection costs beyond the Contract completion date established by the "Notice to Proceed".

Bidder agrees to perform all Work in the Contract Documents for the following prices:

Manhole Number	Rehabilitation Description	Unit		Estimated Diameter/Depth Contractor Responsible for field verification of depth	Item Cost
MH# 1A-JON	Cleaning, debris removal, leak stop, cured in place liner (CIP)	1	Jonathon	4'/5'.2"	\$4,505.00
MH#2-JON	Cleaning, debris removal, leak stop, cured in place liner (CIP)	1	Jonathon	4'/7'.10"	\$5,480.00
MH# 1-JON	Cleaning, debris removal, leak stop, cured in place liner (CIP)	1	Jonathon	4'/10'	\$6,130.00
MH# 102 - RUBY	Cleaning, debris removal, leak stop, cured in place liner (CIP)	1	Ruby	4'/6'.6"	\$5,155.00
MH# 103- RUBY	Cleaning, debris removal, leak stop, cured in place liner (CIP)	1	Ruby	4'/8'.8"	\$5,805.00
MH# 3-BER	Cleaning, debris removal, leak stop, cured in place liner (CIP)	1	Bertshire	4'/6'.5"	\$5,155.00
MH# 4-BER	Cleaning, debris removal, leak stop, cured in place liner (CIP)	1	Bertshire	4'/4'	\$4,180.00
MH# 6-MOR	Cleaning, debris removal, leak stop, cured in place liner (CIP)	1	Bertshire	4'/4'.6"	\$4,505.00
MH# 5-HON	Cleaning, debris removal, leak stop, cured in place liner (CIP)	1	Honeybear	4'/6'.2"	\$4,830.00
MH# 3-HON	Cleaning, debris removal, leak stop, cured in place liner (CIP)	1	Honeybear	4'/7'.10"	\$5,480.00
MH# 2-BER	Cleaning, debris removal, leak stop, cured in place liner (CIP)	1	Bertshire	4'/4'.7"	\$4,505.00

Manhole Number	Rehabilitation Description	Unit		Estimated Diameter/Depth Contractor Responsible for field verification of depth	Item Cost
MH# 1-BER	Cleaning, debris removal, leak stop, cured in place liner (CIP)	1	Bertshire	4'/4'	\$4,180.00
MH# 112I.1HIGH	Cleaning, debris removal, leak stop, cured in place liner (CIP)	1	High	4'/11'.2"	\$6,455.00
MH# 2-HEAL	Cleaning, debris removal, leak stop, cured in place liner (CIP)	1	Health	4'/10'.5"	\$6,455.00
MH# 5-HEAL	Cleaning, debris removal, leak stop, cured in place liner (CIP)	1	Health	4'/7'.5"	\$5,480.00
MH# 5-SCIT	Cleaning, debris removal, leak stop, cured in place liner (CIP) Place Liner (CIP)	1	Pickard	4'/8' (SCIT – The Retreat)	\$5,480.00
MH# 1-PIC-MMCC	Cleaning, debris removal, leak stop, cured in place liner (CIP) Place Liner (CIP)	1	Pickard	4'/13'.7" (College Entrance)	\$7,430.00
MH# 1-PIC-SCIT	Cleaning, debris removal, leak stop, cured in place liner (CIP) Place Liner (CIP)	1	Pickard	4'/10'.4" (College Entrance)	\$6,130.00
MH# 2-PIC-MMCC	Cleaning, debris removal, leak stop, cured in place liner (CIP) Place Liner (CIP)	1	Pickard	4'/10.7" (Biggby Coffee)	\$6,455.00
	Total	19			\$103,795.00

One Hundred Three Thousand, Seven Hundred Ninety-Five Dollans and Zero Cents

Amount of Bid in Words

Seal if Bid is by a Corporation

ATTEST:

Title

Respectfully submitted,



Signature

Plummer's Environmental Services Inc.

Name of Contractor

10075 Sedroc Industrial Dr. Byron Center, MI 49315

Address

American Institute of Architects

AIA Document A310

Bid Bond


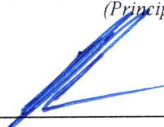
KNOW ALL MEN BY THESE PRESENTS, that we, Plummer's Environmental Services, Inc., as Principal, hereinafter called the Principal, and Employers Mutual Casualty Company, duly organized under the laws of the State of Iowa, as Surety, hereinafter called the Surety, is held and firmly bound unto Charter Township of Union as Obligee, in the sum of Five Percent of the Bid Amount (5% of the Bid Amount), for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has submitted a bid for: 2024 Sanitary Sewer Manhole Rehabilitation Request for Proposal

Bid Date: June 25, 2024

NOW, THEREFORE, if the Obligee shall accept the bid of the Principal and the Principal shall enter into a Contract with the Obligee in accordance with the terms of such bid, and give such bond or bonds as may be specified in the bidding or Contract Documents with good and sufficient surety for the faithful performance of such Contract and for the prompt payment of labor and materials furnished in the prosecution thereof, or in the event of the failure of the Principal to enter such Contract and give such bond or bonds, if the Principal shall pay to the Obligee the difference not to exceed the penalty hereof between the amount specified in said bid and such larger amount for which the Obligee may in good faith contract with another party to perform the Work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect.

Signed and sealed this 5th day of June, A.D. 2024.

 _____ (Witness)	<p>Plummer's Environmental Services, Inc. (Principal)</p> <p>By:  <u>General Manager</u> (Seal) (Title)</p>
<p><u>V. Jean Nolf</u> V. Jean Nolf (Witness)</p>	<p>Employers Mutual Casualty Company (Surety)</p> <p><u>Laura J Northouse</u> Laura J. Northouse Attorney -in-Fact (Seal)</p>



P.O. Box 712 • Des Moines, Iowa 50306-0712

POWER OF ATTORNEY APPOINTING INDIVIDUAL ATTORNEY-IN-FACT

KNOW ALL MEN BY THESE PRESENTS, that:

- 1. Employers Mutual Casualty Company, an Iowa Corporation
- 2. EMCASCO Insurance Company, an Iowa Corporation
- 3. Union Insurance Company of Providence, an Iowa Corporation
- 4. Illinois EMCASCO Insurance Company, an Iowa Corporation
- 5. Dakota Fire Insurance Company, a North Dakota Corporation
- 6. EMC Property & Casualty Company, an Iowa Corporation

hereinafter referred to severally as "Company" and collectively as "Companies", each does, by these presents, make, constitute and appoint:

LAURA J. NORTHOUSE

its true and lawful attorney-in-fact, with full power and authority conferred to sign, seal, and execute the Bid Bond

In an amount not exceeding Ten Million Dollars\$10,000,000.00

and to bind each Company thereby as fully and to the same extent as if such instruments were signed by the duly authorized officers of each such Company, and all of the acts of said attorney pursuant to the authority hereby given are hereby ratified and confirmed.

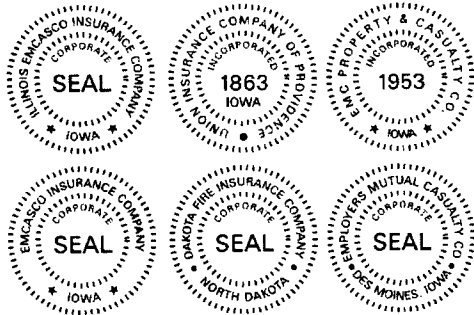
AUTHORITY FOR POWER OF ATTORNEY

This Power-of-Attorney is made and executed pursuant to and by the authority of the following resolution of the Boards of Directors of each of the Companies at the first regularly scheduled meeting of each company duly called and held in 1999:

RESOLVED: The President and Chief Executive Officer, any Vice President, the Treasurer and the Secretary of Employers Mutual Casualty Company shall have power and authority to (1) appoint attorneys-in-fact and authorize them to execute on behalf of each Company and attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof; and (2) to remove any such attorney-in-fact at any time and revoke the power and authority given to him or her. Attorneys-in-fact shall have power and authority, subject to the terms and limitations of the power-of-attorney issued to them, to execute and deliver on behalf of the Company, and to attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof, and any such instrument executed by any such attorney-in-fact shall be fully and in all respects binding upon the Company. Certification as to the validity of any power-of-attorney authorized herein made by an officer of Employers Mutual Casualty Company shall be fully and in all respects binding upon this Company. The facsimile or mechanically reproduced signature of such officer, whether made heretofore or hereafter, wherever appearing upon a certified copy of any power-of-attorney of the Company, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

IN WITNESS THEREOF, the Companies have caused these presents to be signed for each by their officers as shown, and the Corporate seals to be hereto affixed this 22nd day of September, 2022.

Seals



Scott R. Jean

Scott R. Jean, President & CEO
of Company 1; Chairman, President
& CEO of Companies 2, 3, 4, 5 & 6

Todd Strother

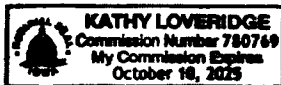
Todd Strother, Executive Vice President
Chief Legal Officer & Secretary of
Companies 1, 2, 3, 4, 5 & 6

On this 22nd day of September, 2022 before me a Notary Public in and for the State of Iowa, personally appeared Scott R. Jean and Todd Strother, who, being by me duly sworn, did say that they are, and are known to me to be the CEO, Chairman, President, Executive Vice President, Chief Legal Officer and/or Secretary, respectively, of each of the Companies above; that the seals affixed to this instrument are the seals of said corporations; that said instrument was signed and sealed on behalf of each of the Companies by authority of their respective Boards of Directors; and that the said Scott R. Jean and Todd Strother, as such officers, acknowledged the execution of said instrument to be their voluntary act and deed, and the voluntary act and deed of each of the Companies.

My Commission Expires October 10, 2025.

Kathy Loveridge

Notary Public in and for the State of Iowa



CERTIFICATE

I, Ryan J. Springer, Vice President of the Companies, do hereby certify that the foregoing resolution of the Boards of Directors by each of the Companies, and this Power of Attorney issued pursuant thereto on 22nd day of September, 2022, are true and correct and are still in full force and effect.

In Testimony Whereof I have subscribed my name and affixed the facsimile seal of each Company this 15th day of June, 2024.

Ryan J. Springer

Vice President

Charter Township Of Union

Department of Public Services
5228 South Isabella Road
Mt. Pleasant, MI 48858
Phone (989) 772 4600 ext. 224
E Mail ksmith@uniontownshipmi.com

Date: May 23, 2024

ADDENDUM NUMBER 1

PROJECT

Charter Township of Union
2024 Sanitary Sewer Manhole Rehabilitation

BIDS DUE

Date: June 25, 2024
Time: 10:00 AM
Location:
Charter Township of Union
5228 South Isabella Road
Mt. Pleasant, MI 48858

The Addendum is issued prior to the receipt of bid proposals to amend the Contract Documents as follows. **Bidders shall acknowledge receipt of this addendum by means of a handwritten note on the Bid Schedule.**

Project Specifications can be found as follows:

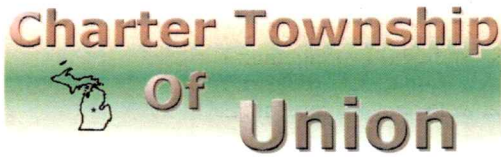
[http://www.uniontownshipmi.com/Departments/PublicServicesDepartment/RequestforProposals\(RFP\)-PublicServicesDepartment.aspx](http://www.uniontownshipmi.com/Departments/PublicServicesDepartment/RequestforProposals(RFP)-PublicServicesDepartment.aspx)

1. Bid due date updated to June 25, 2024
2. Page 2 of 3 Number of manhole structures updated from 16 to 19
 - Manhole Rehabilitation of 19 sanitary sewer structures
3. Page 3 of 3 – bid sheets added to Request for Proposals

This Addendum No. 1 becomes part of the Contract Documents as of this date and supersedes the information in the originally issued Contract Documents where applicable. **The Contractor shall acknowledge receipt of the Addendum in the Bid Schedule included with his/her bid.**

Addendum No 1

Addendum NO. 1 Acknowledged - Dave Van Dyken
Plummer's Environmental Services
6-24-24



Department of Public Services
5228 South Isabella Road
Mt. Pleasant, MI 48858
Phone (989) 772600 ext. 224
Fax (989) 773 1988
E Mail ksmith@uniontownshipmi.com

Bids Due:

June 25, 2024 @ 10:00 a.m.

Address Sealed Bids to:

Charter Township of Union
Attn: Kim Smith – Public Service Director
5228 South Isabella Road
Mt. Pleasant MI 48858

Inquiry:

Kim Smith – Public Service Director
ksmith@uniontownshipmi.com (989)772-4600 ext. 224
John Bebow – Utility Foreman
jbebow@uniontownshipmi.com

The Charter Township of Union reserves the right to accept or reject all bids that are received.
No Bidder may withdraw their Bid within sixty (60) days after the actual date of Bid opening.

- * Prior project: 2012
- * Issues with quality of work, contractor white inside manholes on RR Grade to waste had to be re done by Plummers Environmental
- * Called requested specs for liner - Did not receive June 27 2024
 - * provided spec for repair grout only

Selective Insurance Company of America
40 Wantage Avenue
Branchville, New Jersey 07890
973-948-3000

**AIA Document A310
BID BOND**

KNOW ALL MEN BY THESE PRESENTS, that we
Advanced Underground Inspection LLC

39101 Webb Dr. Westland, MI 48185 (Here insert full name and address or legal title of contractor)
as Principal, hereinafter called the Principal, and Selective Insurance Company of America

a corporation duly organized under the laws of the State of New Jersey
as Surety, hereinafter called the Surety, are held and firmly bound unto
Charter Township of Union

52285 South Isabella Road Mt Pleasant, MI 48858 (Here insert full name and address or legal title of owner)
as Obligee, hereinafter called the Obligee, in the sum of

5% Percent of the Total Bid (\$ **5% Percent**)

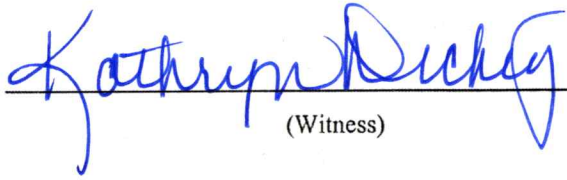
for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors,
administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has submitted a bid for
2024 Rehabilitation of Sanitary Man hold Structures

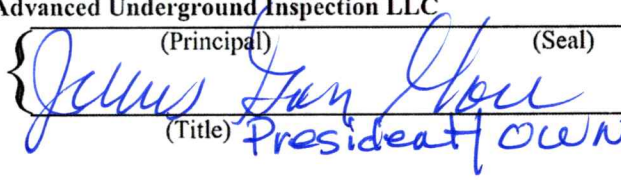
(Here insert full name and address and description of project)

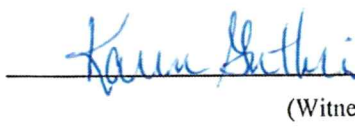
NOW, THEREFORE, if the Obligee shall accept the bid of the Principal and the Principal shall enter into a Contract with the Obligee in
accordance with the terms of such bid, and give such bond or bonds as may be specified in the bidding or Contract Documents with good
and sufficient surety for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the
prosecution thereof, or in the event of the failure of the Principal to enter such Contract and give such bond or bonds, if the Principal shall
pay to the Obligee the difference not to exceed the penalty hereof between the amount specified in said bid and such larger amount for
which the Obligee may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null
and void, otherwise to remain in full force and effect.

Signed and Sealed this **25th** day of **June** **2024**

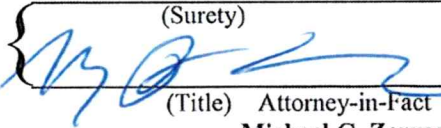


(Witness)

Advanced Underground Inspection LLC
(Principal) (Seal)

(Title) **President OWNER**



(Witness)

SELECTIVE INSURANCE COMPANY OF AMERICA
(Surety)

(Title) **Attorney-in-Fact**
Michael G. Zervos



“Printed in cooperation with the American Institute of Architects (AIA) by the Selective Insurance Company of America. The
language in this document conforms exactly to the language used in AIA Document A310, February 1970 edition.”

POWER OF ATTORNEY

SELECTIVE INSURANCE COMPANY OF AMERICA, a New Jersey corporation having its principal office at 40 Wantage Avenue, in Branchville, State of New Jersey ("SICA"), pursuant to Article VII, Section 1 of its By-Laws, which state in pertinent part:

The Chairman of the Board, President, Chief Executive Officer, any Executive Vice President, any Senior Vice President or any Corporate Secretary may, from time to time, appoint attorneys in fact, and agents to act for and on behalf of the Corporation and they may give such appointee such authority, as his/her certificate of authority may prescribe, to sign with the Corporation's name and seal with the Corporation's seal, bonds, recognizances, contracts of indemnity and other writings obligatory in the nature of a bond, recognizance or conditional undertaking, and any of said Officers may, at any time, remove any such appointee and revoke the power and authority given him/her.

does hereby appoint **Michael G. Zervos**

, its true and lawful attorney(s)-in-fact, full authority to execute on SICA's behalf fidelity and surety bonds or undertakings and other documents of a similar character issued by SICA in the course of its business, and to bind SICA thereby as fully as if such instruments had been duly executed by SICA's regularly elected officers at its principal office, in amounts or penalties not exceeding the sum of: **\$3,000,000.00**

Signed this 25th day of June, 2024

SELECTIVE INSURANCE COMPANY OF AMERICA



By:

[Signature]
Brian C. Sarisky
Its SVP, Strategic Business Units, Commercial Lines



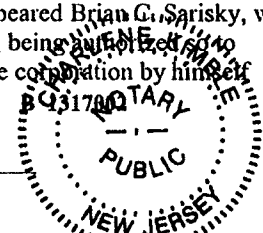
CERTIFIED COPY

STATE OF NEW JERSEY :
:ss. Branchville
COUNTY OF SUSSEX :

On this 25th day of June, 2024 before me, the undersigned officer, personally appeared Brian G. Sarisky, who acknowledged himself to be the Sr. Vice President of SICA, and that he, as such Sr. Vice President, being authorized to do, executed the foregoing instrument for the purposes therein contained, by signing the name of the corporation by himself as Sr. Vice President and that the same was his free act and deed and the free act and deed of SICA.

Charlene Kimble
NOTARY PUBLIC
STATE OF NEW JERSEY
ID # N/A
MY COMMISSION EXPIRES 6/2/26

[Signature]
Notary Public



The power of attorney is signed and sealed by facsimile under and by the authority of the following Resolution adopted by the Board of Directors of SICA at a meeting duly called and held on the 6th of February 1987, to wit:

"RESOLVED, the Board of Directors of Selective Insurance Company of America authorizes and approves the use of a facsimile corporate seal, facsimile signatures of corporate officers and notarial acknowledgements thereof on powers of attorney for the execution of bonds, recognizances, contracts of indemnity and other writing obligatory in the nature of a bond, recognizance or conditional undertaking."

CERTIFICATION

I do hereby certify as SICA's Corporate Secretary that the foregoing extract of SICA's By-Laws and Resolutions in full force and effect and this Power of Attorney issued pursuant to and in accordance with the By-Laws is valid.

Signed this 25th day of June, 2024.

[Signature]
Michael H. Lanza, SICA Corporate Secretary



**2024 SANITARY SEWER MANHOLE REHABILITATION –
BID SHEET**

Proposal of ADVANCED UNDERGROUND INSPECTION, LLC

(Hereinafter called “Bidder”), organized and existing under the Laws of the State of MICHIGAN, doing business as ADVANCED UNDERGROUND INSPECTION, LLC,*
to Charter Township of Union, Isabella County MI.

In compliance with your Request for Bids, Bidder hereby proposes to perform Work for the rehabilitation of nineteen (19) Sanitary Sewer Manholes in strict accordance with the Contract Documents within the time set forth therein and at the prices stated below.

By submission of this Bid, each Bidder certifies, and in the case of a joint Bid, each party thereto certifies as to his own organization that this Bid has been arrived at independently, without consultation, communication, or agreement as to any matter relating to this Bid with any other Bidder or with any competitor.

Bidder hereby agrees to commence Work under this Contract on or before a date to be specified in the Notice to Proceed and to substantially complete the Project within 45 consecutive calendar days thereafter, and fully complete Project (including restoration, punch list items, and close-out documents) within 30 days of Substantial Completion. Bidder further agrees to pay as liquidated damages, the sum of \$500.00 for each consecutive calendar day thereafter.

Bidder hereby agrees to also pay for the actual costs to the Owner for Resident Project Representative and Project management services and all additional inspection costs beyond the Contract completion date established by the “Notice to Proceed”.

Charter Township of Union 2024 Sanitary Sewer Manhole Rehabilitation Project

ADVANCED UNDERGROUND INSPECTION

Bidder agrees to perform all Work in the Contract Documents for the following prices:

Manhole Number	Rehabilitation Description	Unit		Estimated Diameter/Depth Contractor Responsible for field verification of depth	Item Cost
MH# 1A-JON	Cleaning, debris removal, leak stop, cured in place liner (CIP)	1	Jonathon	4'5'.2"	\$1,860.00
MH#2-JON	Cleaning, debris removal, leak stop, cured in place liner (CIP)	1	Jonathon	4'7'.10"	\$2,700.00
MH# 1-JON	Cleaning, debris removal, leak stop, cured in place liner (CIP)	1	Jonathon	4'10'	\$3,300.00
MH# 102 - RUBY	Cleaning, debris removal, leak stop, cured in place liner (CIP)	1	Ruby	4'6'.6"	\$2,250.00
MH# 103- RUBY	Cleaning, debris removal, leak stop, cured in place liner (CIP)	1	Ruby	4'8'.8"	\$3,000.00
MH# 3-BER	Cleaning, debris removal, leak stop, cured in place liner (CIP)	1	Bertshire	4'6'.5"	\$2,250.00
MH# 4-BER	Cleaning, debris removal, leak stop, cured in place liner (CIP)	1	Bertshire	4'4'	\$1,500.00
MH# 6-MOR	Cleaning, debris removal, leak stop, cured in place liner (CIP)	1	Bertshire	4'4'.6"	\$1,650.00
MH# 5-HON	Cleaning, debris removal, leak stop, cured in place liner (CIP)	1	Honeybear	4'6'.2"	\$2,100.00
MH# 3-HON	Cleaning, debris removal, leak stop, cured in place liner (CIP)	1	Honeybear	4'7'.10"	\$2,700.00
MH# 2-BER	Cleaning, debris removal, leak stop, cured in place liner (CIP)	1	Bertshire	4'4'.7"	\$1,800.00

Charter Township of Union 2024 Sanitary Sewer Manhole Rehabilitation Project

ADVANCED UNDERGROUND INSPECTION

Manhole Number	Rehabilitation Description	Unit	Contractor	Estimated Diameter/Depth	Responsible for field verification of depth	Item Cost
MH# 1-BER	Cleaning, debris removal, leak stop, cured in place liner (CIP)	1	Bertshire	4'4'		\$1,500.00
MH# 112I.1HIGH	Cleaning, debris removal, leak stop, cured in place liner (CIP)	1	High	4'11'.2"		\$3,600.00
MH# 2-HEAL	Cleaning, debris removal, leak stop, cured in place liner (CIP)	1	Health	4'10'.5"		\$3,450.00
MH# 5-HEAL	Cleaning, debris removal, leak stop, cured in place liner (CIP)	1	Health	4'7'.5"		\$2,550.00
MH# 5-SCIT	Cleaning, debris removal, leak stop, cured in place liner (CIP) Place Liner (CIP)	1	Pickard	4'8' (SCIT – The Retreat)		\$2,700.00
MH# 1-PIC-MMCC	Cleaning, debris removal, leak stop, cured in place liner (CIP) Place Liner (CIP)	1	Pickard	4'13'.7" (College Entrance)		\$4,500.00
MH# 1-PIC-SCIT	Cleaning, debris removal, leak stop, cured in place liner (CIP) Place Liner (CIP)	1	Pickard	4'10'.4" (College Entrance)		\$3,450.00
MH# 2-PIC-MMCC	Cleaning, debris removal, leak stop, cured in place liner (CIP) Place Liner (CIP)	1	Pickard	4'10.7" (Biggby Coffee)		\$3,600.00
	Total	19				\$50,040.00

Fifty thousand and forty dollars and zero cents

Amount of Bid in Words

Seal if Bid is by a Corporation

ATTEST:

Hathyrn Dickey Hathyrn Dickey

Executive Assistant

Title

Respectfully submitted,

Jeana Garcia-Moir

Signature Jeana Garcia-Moir President/Owner

ADVANCED UNDERGROUND INSPECTION, LLC

Name of Contractor

39101 Webb Drive, Westland, MI 48185

Address

734-721-0081 734-721-0082 FAX

ADVANCED Underground Inspection, LLC

Advanced Underground Inspection LLC

39101 Webb Dr.
Westland, Mi 48185
Office 734.721.0081
Fax 734.721.0082

Women owned small business
MBE/MMBDC, DBE,
MDOT PRE-Q, WOSB, ,
WBE, EDWOSB

DUNS: 076882799
CAGE: 3EWZ6

EQUITY: D4WLWH3BZS46

NAICS

115112 -Site Prep, Planting &
Cultivating

221320 -Disposal of sewer
waste

237110-Water-Sewer line
related structures construction

238110- Gunning Shotcrete

561730-Landscaping services

562111-Solid waste collection

562119-Other waste
collection

562998-Sewer cleaning &
Rodding services

Jeana Garcia Moir
President- CEO
Cell: 734.558.9646
Jeana@advui.com

POC -Steve Johnson
General Manager
Cell 734.748-0112

Stevejohnson3324@yahoo.com



Capability Statement

Expertise

We are the most dependable Woman minority owned sewer service contractor in the Midwest. We operate the most advanced, state of the art, well maintained equipment available. Our management staff has over 140 years combined experience and is committed to providing our customers with the best service possible. We use industry leading materials to get the job done right, on time and within budget.

Services

- *Television Inspection -PACP Certified
- *Sewer pipe cleaning
- *Catch Basin and Manhole Cleaning MACP Certified
- *Chemical Grouting- Mainline and Lateral
- *Air Testing / Mandrel
- *Manhole rehabilitation- Cementitious, and Epoxy
- *Hydro Excavation
- *Link Pipe and Pipe Patch / repair sleeves
- *Restoration and Landscaping
- *Forestry, Soil Preparation and Planting
- *Soil stabilization and Sinkhole repair

*Not covered in
plans - linear*

Past Performances

Cities and Municipalities

- *Michigan Dept of Transportation – Multiple Projects
- *Oakland County Drain MI
- *Dearborn MI
- *East Lansing MI
- *Clinton Twp MI
- *Mt Pleasant MI
- *Ann Arbor MI
- *Grand Rapids MI
- *Chicago IL
- * Baltimore MD
- *Macomb County
- *Novi MI
- *Lansing MI
- *Tampa FL
- *Westland MI
- *Cincinnati OH
- *Columbus OH
- *Dayton OH
- *Ypsilanti MI
- *Toledo OH
- *Fort Wayne IN
- *Detroit MI

Primes

Inland Waters (IPR)	Stanté	IHC	Superior	Z Contracting
Sole' Construction	Iafrate	Toebe	Aegion	Lanzo
Dan's Excavating	Lasalle	Spiniello	Ajax	Walsh

Federal Contracts

USACE DETROIT MI	Fixed contract- clean and CCTV siphons	2021
GSA Detroit MI	Fixed Contract Base Plus 4 Year option	2015-2019
USDA Northeastern MI	IDIQ Base plus 4 year option	2014-2019
ARMY RESERVE MI	Fixed contract Base plus 4 year option	2019-2023

Differentiators

Women/Minority Owned NASSCO- PACP-MACP Certified Multi- State Certified

ADVANCED UNDERGROUND INSPECTION

COMPANY	LOCATION	AMOUNT	CONTACT	YEAR	PRODUCT TYPE
PURIS	CITY OF INKSTER	\$48,000.00	MEYHAUA VARAKALA 937-782-8064	2024	MANHOLE REHAB /GROUT
OAKLAND CO	VARIOUS LOCATI	PER HOUR		2022-2025	MANHOLE REHAB /GROUT
PURIS	CARLETON	64750.00		2024	MANHOLE REHAB /GROUT

Experience

SUBCONTRACTOR	JOB NAME	JOB NUMBER/DESC	YEAR	PROJECT TYPE	DOLLAR AMOUNT	CONTACT NAME
LANZO LINING	CITY OF DEARBORN HEIGHTS		2011	CLEAN & TV	\$16,588.00	JEFF 954-931-3035
INLAND WATERS POLLUTION CONTROL	CITY OF BATTLE CREEK		2012	CLEAN & TV	\$15,596.00	DAVE LUSKY 313-899-3014
ANGELO IAFRATE	ECORSE ROAD	82457-115918	2013	CLEAN & TV	\$20,236.00	CHRISTINE 586-756-1070
LANZO LINING	CONTRACT 9095		2013	CLEAN & TV	\$31,101.00	JEFF 954-931-3035
FONTANA CONSTRUCTION	CITY OF GROSSE POINTE		2014	CLEAN & TV	\$82,427.00	810-560-9377
DAN'S EXCAVATING	I-96			CLEAN	\$78,285.00	J GOODALL 586-254-5840
DAN'S EXCAVATING	DODGE PARK	50458-129073		CLEAN & TV	\$14,947.00	J GOODALL 586-254-5840
INSITUFORM	BALTIMORE	390450	2015	GROUT & SEAL	\$305,042.00	John Johnson 904-509-1584
INSITUFORM	AQUA INDIANA		2016	cementitious repair/manhole rehab	\$51,420.00	KEN QUILLEN 989-277-6046
INSITUFORM	FORT WAYNE, Indiana		2015		\$31,542.00	KEN QUILLEN 989-277-6046
CITY OF DEARBORN	CITY OF DEARBORN		2015	MANHOLE AND SEWER REHAB	\$46,343.50	GREG KREZA 313-943-2375
CITY OF DEARBORN	CITY OF DEARBORN		2016	MANHOLE AND SEWER REHAB	\$64,260.00	GREG KREZA 313-943-2375
INSITUFORM	CITY OF DEARBORN		2017	MANHOLE AND SEWER REHAB	\$29,827.50	MARK BRACE 313-943-2375
DAN'S EXCAVATING	OKEMOS-LANSING		2018	MANHOLE AND SEWER REHAB	\$24,831.00	BRENT KINNUNEN 517-546-4107
HURON TOWNSHIP	I-96 FREEWAY		2014-2015	RESTORATION	\$45,425.36	J GOODALL 586-254-5840
HURON TOWNSHIP	HURON TOWNSHIP		2015	CLEANING & TV	\$76,828.72	R. RYAN KERN 734-759-1600
HURON TOWNSHIP	HURON TOWNSHIP		2016-2017	CLEANING & TV	\$299,637.06	R. RYAN KERN 734-759-1600
LIVINGSTON COUNTY ROAD COMMISSION	GRAND RIVER		2015-2016	CLEANING & TV	\$30,463.75	JODIE TEDESCO 734-395-3220
LIVINGSTON COUNTY ROAD COMMISSION	GRAND RIVER		2017	CLEANING & TV	\$156,194.24	JODIE TEDESCO 734-395-3220
CHARTER TOWNSHIP OF CLINTON	VARIOUS LOCATIONS 8" TO 36"		2018	CCTV AND BYPASS	\$389,990.00	
STATE OF MICHIGAN-MDOT	MDOT LOCATIONS		2017	CCTV AND BYPASS	\$334,333.00	DAVE BUDD 269-337-3919
PLYMOUTH TOWNSHIP	VARIOUS LOCATIONS 8" TO 36"		2016	CCTV /ROOT CUTING	\$264,175.00	TONY HOLLIS
IHC	I-696		2018-2019	CCTV/GROUT	1,200,000	DAN MACAULY 517-202-2692
VEOLIA	SOUTHEAST MICHIGAN	39,000 LFT	2019	CCTV	\$812,000.00	MICHAEL TAPP 734-250-3985
DETROIT ZOOLOGICAL SOCIETY	10 MILE IN ROYAL OAK		2019	CCTV	\$807.00	SEAN THARPE 313-477-0458
BROWNFIELD REDEV AUTHORITY	CONNOR & MACK		2019	CCTV	\$4,552.00	BRAD BRICE 734-289-2200
NW 13TH STREET INTERCEPTOR PHASE I	OAKLAND COUNTY		2020-2021	CCTV AND PIPE PATCHES	\$46,953.00	NICK ROSNER 517-546-4107
AVONDALE ROAD CONSTRUCTION	CITY OF INKSTER	9,678 LFT	2020-2021	CLEAN AND CCTV	\$50,666.00	DAVE GUASTELLA 313-963-0612
US ARMY ENGINEER DISTRICT, DETROIT	VARIOUS LOCATIONS		2018-2021	CLEAN AND TV	\$269,861.00	DARREL HENDRICKS 313-226-9358
Angelo Iafrate	M-53 GRATIOT AVE	50051-85541	2021	TV SEWER STRUCTURE CLEANING	\$281,341.00	MICHAEL FINIS
VAN BUREN TOWNSHIP	VAN BUREN TOWNSHIP 210204	CCTV 266,859 LF	2021	CCTV 3 YR CONTRACT	\$213,196.00	BEN BELLESTRI 248-520-4373
TOEBE CONSTRUCTION	I 94 UNDERPASS	82404-13553	2021	STRUCTURE CLEAN TV & LEAD	\$21,676.00	ABRAHAM ABURDAH 248-450-8172
INSITUFORM TECH	PLYMOUTH	130652	2021		\$13,637.00	MATT BRINKOETLER 517-219-7507
INLAND WATERS POLLUTION CONTROL	INKSTER	13637	2021	SEWER MANHOLE REHAB GROUT	\$117,905.00	JIGNESH MADHANI 313-899-3014
CITY OF DEARBORN	VARIOUS LOCATION	CR-6-217-20	2020	JET TV GROUT PATCH	\$68,579.00	CORY SHURA 313-943-2375
PIPELINE MANAGEMENT	AUBURN HILLS 2022 SEWER LINING	OHM 120-22-0290	2020	REHAB MANHOLES	\$78,850.00	DAVE LUSKY 248-685-1500
LASALLE GROUP	HURON ROUGE RETENTION CENTER		2022	REHAB MANHOLES	\$900,000.00	734-394-0650
GRANITE	BATTLE CREEK 2022 TRUNK LINING	1145199	2022	REHAB MANHOLES	\$57,875.00	DAWN YOUNG 847-919-8200
WALSH	I496 DESIGN BUILD		2022-2023	CCTV COMBINED/UNDERDRAIN	\$350,000.00	DEVON RINALDI 313-903-1165

BC 300 (2/96) (241)

**MICHIGAN DEPARTMENT OF CONSUMER & INDUSTRY SERVICES
BUREAU OF COMMERCIAL SERVICES**

Date Received	(FOR BUREAU USE ONLY)
This document is effective on the date filed unless a subsequent effective date within 90 days after received date is stated in the document.	

Name Michael W. Nelson		
Address 3155 W. 14 Mile, Suite 214		
City Farmington Hills, MI	State	Zip Code 48334

EFFECTIVE DATE:

Document will be returned to the name and address you enter above. If left blank document will be mailed to the registered office.

ARTICLES OF ORGANIZATION

For use by Domestic Limited Liability Companies

(Please read information and instructions on last page)

Pursuant to the provisions of Act 23, Public Acts of 1993, the undersigned execute the following Articles:

B

ARTICLE I

The name of the limited liability company is: ADVANCED UNDERGROUND INSPECTION, LLC

ARTICLE II

The purpose or purposes for which the limited liability company is formed is to engage in any activity within the purposes for which a limited liability company may be formed under the Limited Liability Company Act of Michigan.

ARTICLE III

The duration of the limited liability company if other than perpetual is: _____

ARTICLE IV

1. The street address of the location of the registered office is:
3665 11st Street Wyandotte, Michigan 48192
(Street Address) (City) (ZIP Code)

2. The mailing address of the registered office if different than above:
Same, Michigan _____
(Street Address or P.O. Box) (City) (ZIP Code)

3. The name of the resident agent at the registered office is: Jeana Louise Garcia Moir

ARTICLE V (Insert any desired additional provision authorized by the Act; attach additional pages if needed.)

All decisions concerning the business and affairs of the limited liability company shall be made by the members. The members have the power, on behalf of the limited liability company, to do all things necessary or convenient to carry out the business and affairs of the limited liability company.

Signed this 17 day of August, 2001
 By Jeana Louise Garcia Moir
(Signature)
 Jeana Louise Garcia Moir

08/07/2001 05:04PM

UNITED STATES OF AMERICA



Michigan Department of Consumer and Industry Services

Lansing, Michigan

This is to Certify that the annexed copy has been compared by me with the record on file in this Department and that the same is a true copy thereof.

This certificate is in due form, made by me as the proper officer, and is entitled to have full faith and credit given it in every court and office within the United States.



In testimony whereof, I have hereunto set my hand, in the City of Lansing, this 22nd day of July, 2004

Andrew S. Mettelf , Director

Bureau of Commercial Services

Sent by Facsimile Transmission
801006

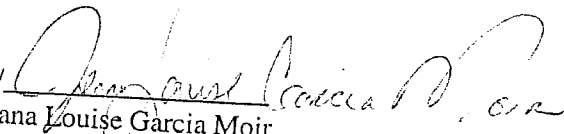
This Certificate And The Units of Membership Interests This Certificate Represents Have Not Been Registered Under The Securities Act Of 1933 Or Any State Securities Laws And May Not Be Sold, Transferred, Assigned, Pledged, Hypothecated, Or Otherwise Disposed Of Except In Compliance With Such Laws And Any Restrictions Contained In The Operating Agreement For The Limited Liability Company, A Copy Of Which Is Available At The Principal Office Of The Company.

CERTIFICATE OF MEMBERSHIP INTERESTS
ADVANCED UNDERGROUND INSPECTION, LLC
A MICHIGAN LIMITED LIABILITY COMPANY
(THE "LIMITED LIABILITY COMPANY")

Certificate No. 001

JEANA LOUISE GARCIA MOIR is the owner of 100 units of a total available 100 units membership interest (representing 100% of the ownership) of the Limited Liability Company. This Certificate is not however, an instrument of title or a negotiable instrument.

Effective Date: October 15, 2003

/s/ 
Jeana Louise Garcia Moir
Sole Member

FILED

JUN 18 2004

MICHIGAN DEPARTMENT OF LABOR & ECONOMIC GROWTH
BUREAU OF COMMERCIAL SERVICES

Date Received: _____

(FOR BUREAU USE ONLY)
**Adjusted to Agree
with Bureau Records**

This document is effective on the date filed, unless 2
a subsequent effective date within 90 days after
received date is stated in the document.

Name: _____
Address: _____
City: _____ State: _____ Zip Code: _____

Trans: _____ Info#1: 9526830-1 06/15/04
CLASS: 26680 Amt: \$5.00
ID: ADVANCED UNDERGROUND INSPECTION

EFFECTIVE DATE: _____

Administrator
BUREAU OF COMMERCIAL SERVICES

Document will be returned to the name and address you enter above.
If left blank document will be mailed to the registered office.

CERTIFICATE OF CHANGE OF REGISTERED OFFICE AND/OR CHANGE OF RESIDENT AGENT
For use by Domestic and Foreign Corporations and Limited Liability Companies
(Please read information and instructions on reverse side)

Pursuant to the provisions of Act 284, Public Acts of 1972 (profit corporations), Act 162, Public Acts of 1982 (nonprofit corporations), or Act 23, Public Acts of 1993 (limited liability companies), the undersigned corporation or limited liability company executes the following Certificate:

1. The name of the corporation or limited liability company is: Advanced Underground Inspection, LLC

2. The identification number assigned by the Bureau is: B 200 80

3. a. The name of the resident agent on file with the Bureau is: Seana Louise Garcia Moir

b. The location of the registered office on file with the Bureau is:
3665 114th Street Wyandotte, Michigan 48192
(Street Address) (City) (ZIP Code)

c. The mailing address of the above registered office on file with the Bureau is:
Same, Michigan _____
(Street Address or P.O. Box) (City) (ZIP Code)

ENTER IN ITEM 4 THE INFORMATION AS IT SHOULD NOW APPEAR ON THE PUBLIC RECORD

4. a. The name of the resident agent is: Seana L. Garcia Moir

b. The address of the registered office is:
139 Summit Detroit, Michigan 48209
(Street Address) (City) (ZIP Code)

c. The mailing address of the registered office IF DIFFERENT THAN 4B is:
Same, Michigan _____
(Street Address or P.O. Box) (City) (ZIP Code)

5. The above changes were authorized by resolution duly adopted by: 1. ALL CORPORATIONS: its Board of Directors; 2. PROFIT CORPORATIONS ONLY: the resident agent if only the address of the registered office is changed, in which case a copy of this statement has been mailed to the corporation; 3. LIMITED LIABILITY COMPANIES: an operating agreement, affirmative vote of a majority of the members pursuant to section 502(1), managers pursuant to section 405, or the resident agent if only the address of the registered office is changed.

6. The corporation or limited liability company further states that the address of its registered office and the address of its resident agent, as changed, are identical.

Signature: Seana L. Garcia Moir Type or Print Name and Title or Capacity: Seana L. Garcia Moir Date Signed: 6/17/04

BUREAU OF COMMERCIAL SERVICES
CORPORATION DIVISION
2004 LIMITED LIABILITY COMPANY ANNUAL STATEMENT
Required by Section 207, Act 23, Public Acts of 1993



FOR BUREAU USE ONLY

Identification Number

B2008C

Limited Liability Company Name

ADVANCED UNDERGROUND INSPECTION, LLC

Resident agent name and mailing address of the registered office

JEANA LOUISE GARCIA MOIR
3655 11ST ST
WYANDOTTE MI 48192

RECEIVED

\$25 MAR 9 2004

Dept. of LEG

FILED BY DEPARTMENT

JUN 10 2004

The address of the registered office

3655 11ST ST
WYANDOTTE MI 48192

Report changes in mailing address of registered office, resident agent or registered office address below:

1. Mailing address of registered office in Michigan (may be a P.O. Box)

139 Summit

2. Resident Agent

Jean Louise Garcia Moir

3. The address of the registered office in Michigan (a P.O. Box may not be designated as the address of the registered office)

Detroit, MI 48209

The Company states that the address of its registered office and the business office or residence of its resident agent are identical. Any changes were authorized in accordance with the operating agreement, by the affirmative vote of a majority of the members in accordance with Section 502, by the managers in accordance with Section 405, or the resident agent if only the address of the registered office has changed.

4. The document is hereby signed as required by the Act.

Jean Louise Garcia Moir

Title

President

Date

11-25-03

Phone (Optional)

313 849-2555

INFORMATION & INSTRUCTIONS

- 1. Item 1 - Complete if the mailing address of the registered office has changed.
- 2. Item 2 - Complete if the resident agent has changed.
- 3. Item 3 - Complete if the address of the registered office has changed.
- 4. The document must be signed.
Domestic Limited Liability Companies - If managed by the members a member must sign. If managed by one or more managers a manager must sign, or by an authorized agent of the company.
Foreign Limited Liability Companies - Must be signed by a person with authority to do so under the laws of the jurisdiction of its organization.
- 5. **Annual Statement Fee - \$25.00.** Please make your check or money order payable to the State of Michigan. Annual statement is due February 15, 2004.

3. Return this signed form with fee to:
MICHIGAN DEPARTMENT OF CONSUMER & INDUSTRY SERVICES
BUREAU OF COMMERCIAL SERVICES
CORPORATION DIVISION
P.O. BOX 30481
LANSING MI 48909-7981
(517) 241-6470



Repair grout net
liner

**AV-102 CATALYST AP
SAFETY DATA SHEET**

Date Issued: 06/01/2015

Section 1: Identification

GHS Product Identifier: AV-102 Catalyst AP

Classification: Catalyst

Product Use: Industrial Use Only

Supplier

Avanti International
1100 Hercules Ave., Suite 320
Houston, TX 77058
Phone: 800.877.2570
Fax: 281.486.7300

24 HR. EMERGENCY TELEPHONE NUMBER

Chemtrec: 800.424.9300

Section 2: Hazards Identification

GHS Classification

Hazard Class	Category	Exposure Route
Oxi.	3	Oxidizing solid
Acute tox.	4	Acute Toxicity (Oral)
Skin irrit.	2	Skin Irritation
Eye irrit.	2	Eye Irritation/Damage
Resp. irrit.	1	Respiratory Sensitization
Skin sens.	2	Skin Sensitization
STOT SE	3	Specific target organ toxicity – single exposure

GHS Label Elements

Hazard pictograms:



Signal Word:	Danger
Hazards Statements:	
H272	May Intensify fire; oxidizer
H302	Harmful if swallowed
H315	Causes Skin Irritation.
H317	May cause an allergic skin reaction.
H319	Causes serious eye irritation.
H334	May cause allergy or asthma symptoms or breathing difficulties if inhaled.
H335	May cause respiratory irritation.
Precautionary Statements:	Prevention:
P210	Keep away from heat/sparks/open flames/hot surface. - No smoking.
P220	Keep/store away from clothing/combustible.
P221	Keep any precaution to avoid mixing with combustibles.
P261	Avoid breathing dust/fume/gas/mist/vapors/spray.
P264	Wash skin and face thoroughly after handling.
P270	Do not eat, drink or smoke when using this product.
P271	Use only outdoors or in well-ventilated area.
P272	Contaminated work clothing must not be allowed out of the workplace.
P280	Wear protective gloves/protective clothing/eye protection/face.

P284	In case of inadequate ventilation wear respiratory protection. The type of respiratory protection selected must comply with the requirements set forth in OSHA's Respiratory Protection Standard (29CFR1910.134) or regional standards. For additional details, See Section 8 of the SDS.
	Response:
P302 + P352	IF ON SKIN: Wash with plenty of soap and water.
P304 + P340	IF INHALED: Remove victim to fresh air and keep at rest in a position comfortable for breathing.
P305 + P351 +P338	IF IN EYES Rinse cautiously with water for several minutes. Remove contact lenses, if present and easy to do. Continue rinsing.
P301 + P312	IF SWALLOWED: Call a poison center or doctor/physician if you feel unwell.
P312	Call a poison center or doctor/physician if you feel unwell.
P314	Get medical advice/attention if you feel unwell.
P330	Rinse mouth.
P333 + P311	If skin irritation or rash occurs: Call a poison center or doctor/physician.
P337 + P311	If eye irritation persists: Call a poison center or doctor/physician.
P342 + P311	If experiencing respiratory symptoms: Call a poison center or doctor/physician.
P362 + P364	Take off contaminated clothing and wash before reuse.
P363	Wash contaminated clothing before reuse.
P370 + P378	In case of fire: Use sand or foam
	Storage:
P403 + P233	Store in a well-ventilated place. Keep container tightly closed.
P405	Store locked up.
	Disposal:
P501	Dispose of contents and container in accordance with existing federal, state, and local environmental control laws.

Hazards not otherwise classified

No specific dangers known, if the regulations/notes for storage and handling are considered.

Section 3: Composition/Information on Ingredients

Weight %	Components	CAS-No.	Classification
>98%	Ammonium Persulfate	7727-54-0	Oxidizing Solid Category 3 Acute toxicity Category 4 Oral. Skin irritation Category 2. Eye irritation Category 2. Respiratory sensitization Category 1. Skin sensitization Category 2. Specific target organ toxicity - single exposure Category 3

Section 4: First-Aid Measures

Description of First-Aid Measures

General advice:

Remove contaminated clothing.

If inhaled:

Move victim to fresh air. If not breathing, give artificial respiration. Get medical attention.

If on skin:

Wash affected areas thoroughly with soap and water. If irritation develops, seek medical attention.

If in eyes:

In case of contact with the eyes, rinse immediately for at least 20 minutes with plenty of water holding eyelids open. Get medical attention.

If swallowed:

Rinse mouth and then drink plenty of water. Do not induce vomiting. Never induce vomiting or give anything by mouth to an unconscious victim. Get medical attention.

Most important symptoms and effects, both acute and delayed:

Contact with combustible material may cause fire; Harmful if swallowed; Irritating to eyes, respiratory system and

skin; May cause sensitization by inhalation and skin contact;

Section 5: Fire-Fighting Measures

Suitable Extinguishing Media:	Dry chemical, foam, sand and soil, water spray for large fires.
Unsuitable Extinguishing Media:	Do not use CO ₂ or other gas filled fire extinguishers; they will have little effect on decomposing persulfate.
Fire-fighting Procedure	Firefighters should wear NFPA compliant structural firefighting protective equipment, including self-contained breathing apparatus and NFPA compliant helmet, hood, boots and gloves. Avoid contact with product. Decontaminate equipment and protective clothing prior to reuse. Prevent, by any means available, spillage from entering drains or water courses. Use water delivered as a fine spray to control fire and cool adjacent area. DO NOT approach containers suspected to be hot. Cool fire exposed containers with water spray from a protected location. If safe to do so, remove containers from path of fire.
Hazardous Decomposition Products	By Fire and High Heat: Carbon dioxide (CO ₂), carbon monoxide (CO), oxides of nitrogen (NO _x), sulfur
Unusual Fire/Explosion Hazards	Emits toxic fumes under fire conditions. Decomposes under fire conditions to release oxygen that intensifies the fire.

Section 6: Accidental Release Measures

Personal Precautions, Protective Equipment and Emergency Procedures

Clear danger area. Ensure adequate ventilation. Remove ignition sources. Wear suitable personal protective clothing and equipment.

Environmental Precautions

Do not discharge into drains/surface waters/groundwater.

Methods and Material for Containment and Cleaning-Up

Use appropriate tools to put the spilled solid in suitable container for recovery or disposal, avoid raising dust.

Section 7: Handling and Storage

Precautions for Safe Handling

Avoid ingestion, inhalation, skin and eye contact. Minimize dust generation and accumulation. Handle in accordance with good industrial hygiene practice and any legal requirements.

Conditions for Safe Storage (Including Any Incompatibilities)

Storage incompatibility: Flammable/combustible material, Organic peroxides/hydroperoxides, strong alkalis, Zinc, Silver etc. Material to avoid.

Suitable materials for containers: HDPE

Storage stability:

Storage temperature: 45-95 °F

Section 8: Exposure Controls/Personal Protection

Components with Occupational Exposure Limits

Ammonium Persulfate

ACGIH TLV

TWA value 0.1 mg/m³

OSHA PEL

Not established

Advice on system design:

Provide local exhaust ventilation to control vapors/mists.



Personal Protective Equipment

Respiratory Protection:

If exposure limits are exceeded or irritation is experienced, NIOSH/MSHA approved respiratory protection should be worn. Positive-pressure supplied air respirators may be required for high airborne contaminant concentrations. Respiratory protection must be provided in accordance with current local regulations.

Hand Protection:

Chemical resistant protective gloves, Suitable materials, chloroprene rubber (Neoprene), chlorinated polyethylene, polyvinylchloride (Pylox), butyl rubber, fluoroelastomer (Viton), nitrile rubber (Buna N)

Eye Protection:

Tightly fitting safety goggles (chemical goggles). Wear face shield if splashing hazard exists.

General Safety and Hygiene Measures:

Keep away from food, drink and animal feeding stuffs. Do not eat, drink or smoke when using this product. Wash hands before breaks and after shifts. Wear protective clothing as necessary to prevent contact. Eye wash fountains and safety showers must be easily accessible. Observe the appropriate PEL value. Wash soiled clothing immediately. Contaminated equipment or clothing should be cleaned after each use or disposed of.

Section 9: Physical and Chemical Properties

Appearance: Crystalline Solid

Odor: Odorless

Odor Threshold: Not determined

pH: 5.2 (1% solution)

Freezing Point: Not determined

Boiling Point: Decomposes

Flashpoint: Not determined

Evaporation Rate: Not determined

Flammability: Not flammable

Lower Explosion Limits: Not determined

Upper explosion limits: Not determined

Vapor Pressure: 1.47^{E-23} mmHg @ 25°C (77°F)

Vapor Density: Not determined

Relative Density: 1.98 @ 72°(22°C)

Solubility in Water: 790 g/l @ 25°C (77°F)

Partition Coefficient n-octanol/water: Not determined

Auto-ignition Temperature: No evidence of combustion up to 600 °C

Decomposition Temperature: Not determined

Viscosity: Solid

Section 10: Stability and Reactivity

Reactivity

Oxidizing properties: oxidizer.

Chemical stability

The product is stable if stored and handled as prescribed/indicated.

Possibility of hazardous reactions

Use of persulfates in chemical reactions requires appropriate precautions and design considerations for pressure

and thermal relief. Decomposing persulfates will evolve large volumes of gas and/or vapor, can accelerate exponentially with heat generation, and create significant and hazardous pressures if contained and not properly controlled or mitigated. Use with alcohols in the presence of water has been demonstrated to generate conditions that require rigorous adherence to process safety methods and standards to prevent escalation to an uncontrolled reaction.

Conditions to avoid

Avoid heat (decomposes at 527°F (275°C)) and moisture.

Incompatible materials

Acids, bases, amines, Halides, strong reducing agents, combustible materials.

Hazardous decomposition products

Decomposition products:

Oxygen which supports combustion; Sulfur oxides.

Section 11: Toxicological Information

Primary routes of exposure

Routes of entry for solids and liquids are ingestion and inhalation, but may include eye or skin contact. Routes of entry for gases include inhalation and eye contact. Skin contact may be a route of entry for liquefied gases.

Acute Toxicity/Effects

Acute toxicity

Oral

Type of value: LD50

Species: rat (male/female)

Value: 740 mg/kg

Literature Data

Inhalation

Type of value: LC50

Species: rat (male/female)

Value: >2.95 mg/l

Literature Data

Dermal

Type of value: LD50

Species: rabbit (male/female)

Value: > 2,000 mg/kg

Literature Data

Assessment Other Acute Effects

Assessment of STOT single: Causes temporary irritation of the respiratory tract.

Irritation / Corrosion

Assessment of irritating effects: Irritating to respiratory system and skin.

Sensitization

Assessment of sensitization: Sensitization after skin contact possible. The substance may cause sensitization of the respiratory tract. Literature data

Chronic Toxicity/Effects

Repeated Dose Toxicity

Assessment of repeated dose toxicity: No data

Genetic Toxicity

Assessment of mutagenicity: In vivo tests did not show mutagenic effects. In vitro tests did not show mutagenic effects.

Literature Data.

Carcinogenicity

Assessment of carcinogenicity: Did not show carcinogenic effects in animal experiments.

Literature Data

Reproductive toxicity

Assessment of reproduction toxicity: No data

Teratogenicity

Assessment of teratogenicity: No data.

Development

No data

Symptoms of Exposure

The most important known symptoms and effects are described in the labelling (see section 2) and/or in section 11

Section 12: Ecological Information

Toxicity

Aquatic Toxicity

Assessment of aquatic toxicity: Acutely harmful for aquatic organisms. The inhibition of the degradation activity of activated sludge is not anticipated when introduced to biological treatment plants in appropriate low concentrations. The product may hydrolyze. The product has not been tested. The statement has been derived from substances/products of a similar structure or composition.

Toxicity to fish

LC50 (96 h) 107.6 mg/l, Turbot

Literature data.

Aquatic invertebrates

EC50 (5d) >11 mg/l, Abra alba

Literature data

Microorganisms/Effect on Activated Sludge

The product has not been tested.

Persistence and Degradability

Assessment Biodegradation and Elimination (H₂O)

Does not pertain to inorganic substances

Bioaccumulation Potential

Does not significantly accumulate in organisms. The product has not been tested.

Mobility in soil

Dissociates into ions.

Additional information

None

Section 13: Disposal Considerations

Dispose of in accordance with local, state, and federal regulations.

Section 14: Transport Information

DOT (Department of Transportation)

Proper Shipping Name: Ammonium Persulfate

Hazard Class: 5.1

UN Number: 1444

Packing Group: III

Label: Oxidizer 5.1

Placard: Oxidizer 5.1

NMFC (National Motor Freight Carriers)

Freight Class: 65

Section 15: Regulatory Information

EPCRA 311/312 (hazard categories): Acute; Fire

EPCRA 313:

CAS Number Chemical name

7727-54-0 Ammonium Persulfate

CERCLA RQ CAS Number Chemical name

This material, as supplied, does not contain any substances regulated as hazardous substances under the Comprehensive Environmental Response Compensation and Liability Act (CERCLA) (40 CFR 302) or the Superfund Amendments and Reauthorization Act (SARA) (40 CFR 355). There may be specific reporting requirements at the local, regional, or state level pertaining to releases of this material.

State regulations

State RTK CAS Number Chemical name

none

CA Prop. 65:

WARNING: None

NFPA Hazard codes:

Health : 2 - Fire: 1 - Reactivity: 3 - Special: OX

HMIS III rating

Health: 2 - Flammability: 1 - Physical Hazard: 3 - PPE: E (Safety goggles, gloves, protective clothing, dust and vapor respirator)

Section 16: Other Information

The information provided in this Safety Data Sheet is correct to the best of Avanti International's knowledge, information and belief at the date of this publication. The information given is designed only as guidance for safe handling, use, processing, storage, transportation, disposal and release and is not to be considered a warranty or quality specification. The information relates only to the specific material designated and may not be valid for such material used in combination with any other materials or in any other process, unless specified in the text. AVANTI INTERNATIONAL MAKES NO WARRANTIES, EXPRESSED OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE OR COURSE OF PERFORMANCE OR USAGE OF TRADE. Given the variety of factors that can affect the use and application of this product, some of which are uniquely within the user's knowledge and control, it is essential that the user evaluate the product to determine whether it is fit for a particular purpose and suitable for user's method of use or application. Each user is also responsible for evaluating the conditions of use and designing the appropriate protective mechanisms to prevent employee exposures, property damage, or release to the environment. Avanti International assumes no responsibility for injury to the recipient or third persons or for any damage to any property resulting from misuse of the product.



AVANTI

Stop leaks. Stabilize soil.
Control groundwater. **Permanently.**

Rev07.2014

TECHNICAL DATA SHEET

AV-102 CATALYST AP

AMMONIUM PERSULFATE / INITIATOR

DESCRIPTION

AV-102 Catalyst AP (often referred to as AP) is a white crystalline solid used with **AV-100 Chemical Grout** as a polymerization initiator. Ammonium persulfate is a powder that is a required grout component and can be increased from 5 lbs (1% by weight, 60 oz by volume) to a maximum of 15 lbs (3% by weight, 180 oz by volume). **AV-102** is a strong oxidizing material which decomposes over time.

USED WITH

- **AV-100 Chemical Grout**

PACKAGING

- Please contact Avanti for more information.

SHIPPING

- Motor Class 65
- Hazard Class 5.1
- Air freight available

CLEANING PRODUCTS

Use water with light detergent.

PROPERTIES*

Appearance:	White crystals
Viscosity:	1-2 cP in solution
pH:	4 - 6 (1% solution)
Boiling Point:	N/A
Melting Point:	Decomposes
Flash Point:	Non-combustible
Flammable Limit:	Non-combustible
Autoignition Temperature:	N/A
Vapor Pressure:	N/A
Evaporation Rate:	N/A
Vapor Density:	N/A
Specific Gravity (water=1):	1.98
Solubility:	85% by weight @ 77°F (25°C)

*Laboratory Results

MIX PROCEDURE

When mixing with **AV-100**, add 5 lbs (standard mix) to the catalyst-side tank. When adding additional **AV-101** to Tank A, an equal amount of **AV-102** should be added to Tank B. See complete mixing instructions at www.AvantiGrout.com.

STORAGE

Store in a tightly closed container in a cool, ventilated, dry atmosphere.

SAFETY

Always use OSHA-approved personal protective equipment (PPE). Refer to the MSDS for complete safety precautions. The MSDS is available by request or via download at www.AvantiGrout.com.

NOTICE

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AVANTI

AvantiGrout stops leaks. Permanently.

Rev02.2012

TECHNICAL DATA SHEET

AV-202 MULTIGROUT

HYDROPHILIC POLYURETHANE FOAM

DESCRIPTION

AV-202 Multigrout is a single component, moisture activated MDI/TDI blended polyurethane injection resin. Designed for sealing active water leaks in large cracks or joints in concrete structures, it can absorb up to 12 times its weight in water creating a tough, impermeable foam or gel with superb adhesive qualities. Certified for use in potable water.

APPLICATION

- Large cracks or joints in concrete, or used in conjunction with AV-215 Resin Rod or AV-219 Oakum systems
- Designed for applications where high volume water flow is an active or potential problem and a high viscosity chemistry is required
- Used successfully in manhole sealing and pipe penetrations
- Excellent choice for moving cracks and joints

FEATURES AND BENEFITS

- ANSI/NSF 61 Potable Water Systems UL Certified
- 100% solids
- Expands 400% – 600%
- Solvent-free and non-corrosive
- Forms a resilient, flexible foam with superb adhesive properties
- Can accept up to 12X its weight in water
- Thickest resin on the market
- May be used in underwater applications

GROUTING TECHNIQUES

- Expanded Gasket Placement Technique (EGP)
- Variable Pressure Application Technique (V-PAT) – Crack Injection

HOW IT WORKS

AV-202 can be applied via two techniques: EGP or V-PAT. The resin reacts to moisture to form a resilient, flexible seal accomplished by three mechanisms: the resin seeks out water in the space and *adheres* to the surface, then begins to expand forming a tight *compressive* seal, while the network of compressed grout material within all the cracks forms a *mechanical lock*.

RATIOS*

Preferred ratio is 1:1 (water to resin), however no pre-mixing is required. Pumped as a single component and is effective at ratios up to 12:1 with water.

PACKAGING

- Please contact Avanti for more information.

SHIPPING

- Motor class 55
- Non-hazardous
- Air freight available

PROPERTIES*

UNCURED

Appearance:	Brown resin
Viscosity:	3200 – 6000 cP @ 72°F (22°C)
Flash Point:	>200°F (>93°C)
Specific Gravity:	1.147 @ 72°F (22°C) ± 3%
Weight:	9.56 lb/gal ± 3% (1.145 kg/L ± 3%)

CURED

Appearance:	Milky colored flexible foam
Tensile Strength:	TBD
Elongation:	TBD

*Laboratory Results

PERFORMANCE

Flush equipment with AV-208 before and after use to remove moisture and clean equipment. For best results, use between 60°F – 90°F (16°C – 32°C). Performance will be influenced by site conditions. If site temperatures are low, use a heat source to warm to ~72°F (22°C) and apply. Do not use open flame as a heat source.

CLEANING PRODUCTS

- AV-208 Acetone, Technical Grade (CAS# 67-64-1) – removes moisture from equipment (see Performance section).
- AV-284 Pump Wash (Proprietary Blend) – removes uncured resin from pump and hose, leave in pump for storage.
- AV-222 Cleaner (Proprietary Blend) – removes cured resin from equipment.

STORAGE

Store in temperatures within or near 60°F – 100°F (16°C – 38°C) in a dry atmosphere.

SAFETY

Always use OSHA-approved personal protective equipment (PPE). Refer to the MSDS for complete safety precautions. The MSDS is available by request or via download at www.AvantiGrout.com.

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DRINKING WATER SYSTEM COMPONENT
ANSI/NSF 61
88NN

TECHNICAL DATA SHEET

AV-100[®] CHEMICAL GROUT

GRANULES / LIQUID CHEMICALLY REACTIVE GEL

DESCRIPTION

With over 40 years of successful documented use, AV-100[®] Chemical Grout is used to stop water infiltration into manholes, mainlines, laterals and lateral connections, tunnels, mines, and other underground structures by creating an effective, long-lasting water barrier on the exterior of the structure. AV-100 is an ultra-low viscosity, chemically reactive gel that travels anywhere water can travel and cures in controllable set times from seconds to several hours. Once cured, it creates an effective, long-lasting water barrier while providing superb soil stabilization.

APPLICATION

- Stops water infiltration into manholes, sanitary and storm sewer mainlines, joints, laterals, tunnels, mines, and various other geotechnical applications and underground structures by stabilizing external substrate
- Ground modification/slope stability for prevention of landslides, erosion, or any place where site conditions or project requirements dictate modification of the existing soil properties

FEATURES AND BENEFITS

- Thinnest product on the market
- Can be injected through remote packer equipment
- Controllable reaction times from seconds to hours
- Will not undergo syneresis
- Half-life of 362 years for 20% grout concentration, as determined by U.S. Dept. of Energy
- No suspended solids
- Higher strength compared to acrylates
- Greater longevity compared to silicates
- Available in granular or liquid form

GROUTING TECHNIQUES

- Tube-a-Manchette (TAM) Grouting
- Probe Grouting
- Curtain Grouting
- Remote Packer

HOW IT WORKS

AV-100 is injected using a stainless steel, dual-component pump from two containers (see mix procedure). Injecting a 1:1 ratio into the soil or external substrate will produce a strong, impermeable gel obtained via a copolymerization reaction. Additives are available to modify the reactions and cured gel characteristics.

OPTIONAL ADDITIVES

- **AV-105** Gel Guard™ – reduces freezing point (add equal amounts to both tanks)
- **AV-257** Icoset™ – increases strength (add to grout tank)
- **KFe** (Potassium Ferricyanide) – extends gel time (add to grout tank)
- **Dyes** – used extensively for tracking grout flow

PACKAGING

	Net Wt.
Bags (Granules)	30 lbs. (13.6 kg), 50 lbs. (22.6 kg)
Tote (Liquid)	2,300 lbs. (1,043 kg)
Drum (Liquid)	130 lbs. (58.9 kg)

SHIPPING

- Motor class 77.5
- Hazard class 6.1
- Motor freight available
- Air freight available

PROPERTIES*

UNCURED (solid)	
Appearance:	White granules
Specific Gravity:	1.122 @ 68°F (20°C) ±3%
Bulk Density:	71.79 lbs./ft ³ ± 3% (1150 kg/m ³ ± 3%)
Toxicological:	See SDS
UNCURED (liquid)	
Appearance:	Clear water-white liquid
Viscosity:	1 – 2 cP @ 72°F (22°C) in solution
Specific Gravity:	1.03 @ 77°F (25°C) ± 3%
Density:	8.66 lbs./gal ± 3% (1.038 kg/L ± 3%)
Toxicological:	See SDS
CURED	
Appearance:	Clear gel mass/translucent
Hydraulic	< 10 ⁻⁸ m/s
Conductivity:	
Toxicity:	Non-toxic

*Laboratory Results

MIX PROCEDURE (See Mixing Instructions)

Grout Tank (Tank A): Add 10 gallons (37.8 L) of water, add one 50 lb. bag (granules) or one liquid drum of **AV-100** to solution, add 0.5 gallons (1.9 L) of **AV-101[®]** Catalyst T+ and fill with water up to 30-gallon mark.
Catalyst Tank (Tank B): Add 10 gallons (37.8 L) of water, add 5 lbs. (2.27 kg) of **AV-102[®]** Catalyst AP, and fill with water up to 30-gallon mark. This mix makes a 60-gallon (227 L) batch at 10% concentration. Note: Ingredients are only compatible with stainless steel or plastic. For mixing instructions visit avantigrout.com.

PERFORMANCE

Performance will be influenced by site conditions. If site temperatures are low, heat the product to recommended operating temperatures of 60°F – 100°F (16°C – 38°C). Decreasing pH may extend cure time. High minerals/metals content may adversely affect gel time. Refer to **AV-100** Technical Manual for complete product information.

STORAGE

Store in temperatures within or near 45°F – 95°F (7°C – 35°C) in a dry atmosphere. Keep out of direct sunlight.

SAFETY

Use of **AV-100** is authorized by Avanti International only after completion of the required Safe Operating Practices Program (SOPP). Always use OSHA-approved personal protective equipment (PPE). Refer to the SDS for complete safety precautions. The SDS and mixing instructions are available by request or via download at avantigrout.com.

NOTICE

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AV-100 Chemical Grout (Granules) MATERIAL SAFETY DATA SHEET

Date Issued: 07/01/2014

1. PRODUCT AND COMPANY INFORMATION

PRODUCT NAME: AV-100 Chemical Grout (Granules)
CLASSIFICATION: Chemically Activated Gel

SUPPLIER

Avanti International
822 Bay Star Blvd.
Webster, TX 77598
Phone: 800.877.2570
Fax: 281.486.7300

EMERGENCY TELEPHONE NUMBER

Chemtrec: 800.424.9300

2. COMPOSITION/INGREDIENT INFORMATION

Ingredient / CAS Number	Exposure Limits	Concentration
Acrylamide CAS #79-06-1	OSHA PEL: 0.3 mg/m ³ ACGIH TLV: 0.03 mg/m ³	Trade Secret

3. HAZARDS IDENTIFICATION

HEALTH HAZARDS: Repeated exposure affects central nervous system.

EYE CONTACT: May cause slight eye irritation.

SKIN CONTACT: Exposure may cause irritation and redness. A single, prolonged exposure may result in the material being absorbed in harmful amounts. A sign of excessive skin exposure is the peeling of skin. Excessive exposure may cause neurological signs and symptoms such as injury to nerves of the extremities. May cause allergic skin reaction.

INGESTION: Repeated ingestion affects nervous system.

INHALATION: Repeated inhalation affects nervous system.

4. FIRST AID MEASURES

EYES: Flush with plenty of water for at least 15 minutes. Get medical attention.

SKIN: Wash thoroughly with soap and water, flushing for at least 15 minutes. Remove all contaminated clothing and wash or clean prior to reuse. If irritation develops, consult a physician.

INHALATION: Move to fresh air. If breathing is difficult, administer oxygen and get medical attention.

INGESTION: Induce vomiting with water. Never give anything by mouth to an unconscious or convulsing person. Call a physician.

5. FIRE AND EXPLOSION HAZARDS

FLASH POINT: 138°C (280°F)

AUTOIGNITION: 240°C (464°F)

FLAMMABLE LIMITS: Not determined

EXTINGUISHING MEDIA: Dry chemical, carbon dioxide, alcohol foam or water spray.

PROTECTIVE EQUIPMENT: Wear full protective clothing and NIOSH-approved self-contained breathing apparatus with full facepiece operated in the pressure demand or other positive pressure mode.

SPECIAL FIRE FIGHTING PRECAUTIONS: Approach fire from upwind to avoid hazardous vapors and toxic decomposition products.

UNUSUAL FIRE AND EXPLOSION HAZARDS: Not considered an explosive hazard, but an explosion may occur upon polymerization. Polymerization may be caused by exposure to heat, U.V. light, oxidizers, or peroxides.

6. ACCIDENTAL RELEASE MEASURES

GENERAL PROCEDURES: Avoid all contact with the product by ingestion, inhalation or contact with the skin, eyes, and clothing. Wear appropriate personal protective equipment. Large amounts, keep people away from and upwind of spill/leak.

SMALL SPILLS:

Dry: Collect/contain granules and spray area with water.

Catalyzed/mixed liquid: Soak up with inert absorbent material and collect in a waste container and cure with oxidizer. Spray spill area with potassium persulfate and sodium metabisulfite solutions to neutralize any possible remaining acrylamide.

LARGE SPILLS:

Dry: Collect/contain granules and spray area with water.

Catalyzed/mixed liquid: Do not allow to dry. Dam up. Take up mechanically and collect in small suitable containers and cure with oxidizer. Spray spill area with potassium persulfate and sodium metabisulfite solutions to neutralize any possible remaining acrylamide.

ENVIRONMENTAL: Do not allow material to contaminate surface or ground water. Prevent product from entering drains.

7. HANDLING AND STORAGE

HANDLING: Take measures not to raise dust, mist and vapor. Wear protective clothing and respiratory protection. After leaving area, decontaminate all clothing. Wash hands and exposed skin areas thoroughly. Empty containers contain residue; observe all precautions and warnings listed for the product. Clean up the work area if contaminated.

STORAGE: Store in a cool, dry place and away from heat. Store below 104° F (40° C) with no exposure to direct sunlight. Provide good ventilation. Do not leave open to the atmosphere.

8. EXPOSURE CONTROLS AND PERSONAL PROTECTION

ENGINEERING CONTROLS: Use local exhaust if misting occurs. Natural ventilation is adequate in absence of mists.

PERSONAL PROTECTIVE EQUIPMENT

EYES AND FACE: Wear safety goggles or face shield. Do not wear contact lenses.

SKIN: Wear chemically resistant boots, gloves, and chemical suit (Tychem or equivalent).

RESPIRATORY: If exposure exceeds occupational exposure limits, use an appropriate NIOSH approved full-face piece respirator, half-face piece respirator with splash goggles, or powered, filtered air-supplied hood.

OTHER PROTECTIVE EQUIPMENT: Provide eyewash fountain and quick drench facilities in close proximity to points of potential exposure.

HYGIENE PRACTICES: Wash with soap and water after handling. Remove contaminated clothing and wash before reuse. Clean and inspect PPE before reuse. Do not eat, drink, or smoke in work area.

9. PHYSICAL AND CHEMICAL PROPERTIES

APPEARANCE AND ODOR: White, crystalline granules, odorless

BOILING POINT: 257°F (125°C)

MELTING POINT: 184°F (85°C)

EVAPORATION RATE (Butyl Acetate=1): Not listed

VAPOR PRESSURE (mm Hg): 0.01 @ 68°F (20°C)

VAPOR DENSITY (Air=1): Not listed

SPECIFIC GRAVITY (Water=1): 1.150 g/cm³ @ 86°F (30°C)

SOLUBILITY IN WATER: Soluble - 200g/100g @ 68°F (20°C)

10. STABILITY AND REACTIVITY

STABILITY: Stable in sealed containers under normal conditions.

CONDITIONS TO AVOID: Avoid temperatures above 38°C and below freezing point (crystallization).

MATERIALS TO AVOID: Acids, alkalis, peroxides, oxidizing and reducing agents, carbon steel or rust.

HAZARDOUS DECOMPOSITION PRODUCTS: Thermal decomposition or combustion may generate toxic gases including carbon monoxide and ammonia.

HAZARDOUS POLYMERIZATION: May occur. Store below 104°F (40°C) with no exposure to direct sunlight.

11. TOXICOLOGICAL INFORMATION

CARCINOGENICITY: This material is listed as a potential carcinogen by OSHA, IARC, and NTP. Epidemiology studies on workers involved with acrylamide monomer and polymerization operations have not shown any evidence of carcinogenicity to humans. It is investigated as a tumorigen, mutagen, and reproductive effector.

ACUTE ORAL LD50 (rat): 124 mg/kg

ACUTE DERMAL LD50 (rabbit): 252 mg/kg

12. ECOLOGICAL INFORMATION

If released to soil without catalysts, this material is expected to leach into the groundwater. When released into the soil, this material is expected to biodegrade in a relatively short period of time. This material is not expected to bio-accumulate. This material is not expected to be toxic to aquatic life.

13. DISPOSAL CONSIDERATIONS

Dispose of in accordance with local, state, and federal regulations.

14. TRANSPORT INFORMATION**DOT (DEPARTMENT OF TRANSPORTATION)**

PROPER SHIPPING NAME: Acrylamide, solid

HAZARD CLASS: 6.1

UN NUMBER: 2074

PACKING GROUP: III

LABEL: 6.1

PLACARD: Toxic or Poison

NMFC (NATIONAL MOTOR FREIGHT CARRIERS)

FREIGHT CLASS: 77.5

15. REGULATORY INFORMATION**SARA TITLE III**

SECTION 313: Yes

REPORTABLE QUANTITY: 5000 lbs (40 CFR 302)

THRESHOLD PLANNING QUANTITY: 1000 lbs (40 CFR 355)

TSCA REGULATORY: All components of this product are either on the TSCA Inventory or exempt.

RCRA STATUS: Hazardous waste, if discarded.

HAZARDOUS WASTE NUMBER: U007

16. OTHER INFORMATION

The information on this MSDS is accurate to the best of Avanti International's knowledge. Avanti International makes no expressed or implied warranty, and in no case shall be liable for consequential, special, or indirect damages resulting from the use or handling of this product.

**2024 SANITARY SEWER MANHOLE REHABILITATION –
BID SHEET**

Proposal of Five Hundred Seventy Three Thousand Nine Hundred Eighteen

(Hereinafter called "Bidder"), organized and existing under the Laws of the State of _____ a _____, doing business as Blastek, LLC,*
to Charter Township of Union, Isabella County MI.

In compliance with your Request for Bids, Bidder hereby proposes to perform Work for the rehabilitation of nineteen (19) Sanitary Sewer Manholes in strict accordance with the Contract Documents within the time set forth therein and at the prices stated below.

By submission of this Bid, each Bidder certifies, and in the case of a joint Bid, each party thereto certifies as to his own organization that this Bid has been arrived at independently, without consultation, communication, or agreement as to any matter relating to this Bid with any other Bidder or with any competitor.

Bidder hereby agrees to commence Work under this Contract on or before a date to be specified in the Notice to Proceed and to substantially complete the Project within 45 consecutive calendar days thereafter, and fully complete Project (including restoration, punch list items, and close-out documents) within 30 days of Substantial Completion. Bidder further agrees to pay as liquidated damages, the sum of \$500.00 for each consecutive calendar day thereafter.

Bidder hereby agrees to also pay for the actual costs to the Owner for Resident Project Representative and Project management services and all additional inspection costs beyond the Contract completion date established by the "Notice to Proceed".

****Blastek Assumptions & Exclusions****

Assumptions:

- About 20% of the manhole surface will require resurfacing upon abrasive blasting
- The system we want to utilize is EpoxyTec CPP Sprayliner
- EpoxyTec & Blastek staff prepared to sit down with Utility Foreman to discuss CPP Sprayliner

Exclusions:

Prevailing wages

Charter Township of Union 2024 Sanitary Sewer Manhole Rehabilitation Project

Bidder agrees to perform all Work in the Contract Documents for the following prices:

Manhole Number	Rehabilitation Description	Unit		Estimated Diameter/Depth Contractor Responsible for field verification of depth	Item Cost
MH# 1A-JON	Cleaning, debris removal, leak stop, cured in place liner (CIP)	1	Jonathon	4'5'.2"	21,998
MH#2-JON	Cleaning, debris removal, leak stop, cured in place liner (CIP)	1	Jonathon	4'7'.10"	30,402
MH# 1-JON	Cleaning, debris removal, leak stop, cured in place liner (CIP)	1	Jonathon	4'10'	37,075
MH# 102 - RUBY	Cleaning, debris removal, leak stop, cured in place liner (CIP)	1	Ruby	4'6'.6"	26,199
MH# 103- RUBY	Cleaning, debris removal, leak stop, cured in place liner (CIP)	1	Ruby	4'8'.8"	33,367
MH# 3-BER	Cleaning, debris removal, leak stop, cured in place liner (CIP)	1	Bertshire	4'6'.5"	26,199
MH# 4-BER	Cleaning, debris removal, leak stop, cured in place liner (CIP)	1	Bertshire	4'4'	18,537
MH# 6-MOR	Cleaning, debris removal, leak stop, cured in place liner (CIP)	1	Bertshire	4'4'.6"	19,773
MH# 5-HON	Cleaning, debris removal, leak stop, cured in place liner (CIP)	1	Honeybear	4'6'.2"	25,211
MH# 3-HON	Cleaning, debris removal, leak stop, cured in place liner (CIP)	1	Honeybear	4'7'.10"	29,660
MH# 2-BER	Cleaning, debris removal, leak stop, cured in place liner (CIP)	1	Bertshire	4'4'.7"	20,514

Charter Township of Union 2024 Sanitary Sewer Manhole Rehabilitation Project

Manhole Number	Rehabilitation Description	Unit		Estimated Diameter/Depth Contractor Responsible for field verification of depth	Item Cost
MH# 1-BER	Cleaning, debris removal, leak stop, cured in place liner (CIP)	1	Bertshire	4'/4'	18,537
MH# 112I.1HIGH	Cleaning, debris removal, leak stop, cured in place liner (CIP)	1	High	4'/11'.2"	41,277
MH# 2-HEAL	Cleaning, debris removal, leak stop, cured in place liner (CIP)	1	Health	4'/10'.5"	38,805
MH# 5-HEAL	Cleaning, debris removal, leak stop, cured in place liner (CIP)	1	Health	4'/7'.5"	29,413
MH# 5-SCIT	Cleaning, debris removal, leak stop, cured in place liner (CIP) Place Liner (CIP)	1	Pickard	4'/8' (SCIT – The Retreat)	30,896
MH# 1-PIC-MMCC	Cleaning, debris removal, leak stop, cured in place liner (CIP) Place Liner (CIP)	1	Pickard	4'/13'.7" (College Entrance)	48,692
MH# 1-PIC-SCIT	Cleaning, debris removal, leak stop, cured in place liner (CIP) Place Liner (CIP)	1	Pickard	4'/10'.4" (College Entrance)	38,558
MH# 2-PIC-MMCC	Cleaning, debris removal, leak stop, cured in place liner (CIP) Place Liner (CIP)	1	Pickard	4'/10.7" (Biggby Coffee)	38,805
	Total	19			573,918

Charter Township of Union 2024 Sanitary Sewer Manhole Rehabilitation Project

Amount of Bid in Words

Five Hundred Seventy Three Thousand
Nine Hundred
Eighteen

Seal if Bid is by a Corporation

ATTEST:

Eric Waddell - Partner / COO

Title

Respectfully submitted,

Eric Waddell

Signature

Blastek, LLC

Name of Contractor

43 122nd Ave, Shelbyville, MI 49344

Address

* Did not inspect manholes
* Spray on epoxy vs. cured in place lines



555 Hulet Drive
Bloomfield Hills, MI 48302-0360
248-454-6300
www.hrcengr.com



May 31, 2024

Re: Blastek LLC, Letter of Reference

To whom it may concern,

Blastek LLC performed rehabilitation work for Hubbell, Roth & Clark (HRC) in the Winter 2023. The scope of work included the rehabilitation and coating of two 50-foot diameter concrete digesters at a wastewater treatment plant. The project required the protection of existing equipment, rehabilitation of the concrete structure including the sealing of weeping cracks and reconstruction of deteriorated concrete structures, coating both steel and concrete surfaces, special inspection and testing of the applied coatings and rehabilitated structures. Throughout this project, Blastek conducted themselves in a professional manner and were responsive in providing frequent schedule updates, timely in their responses, safety oriented, and demonstrated a willingness to adapt to the specific need of this project along with a commitment to solving problems to the benefit of the project.

If you have any questions about the project or this reference, please contact the undersigned at (248)-454-6300 ext. 821.

Very truly yours,

HUBBELL, ROTH & CLARK, INC.

Sean Herrle, P.E.
Project Engineer



May 22, 2023

Eric Waddell
BlasTek, LLC
579 Kirtland SW Ave.
Grand Rapids, MI 49507

Dear Eric,

It is my great pleasure to personally recommend BlasTek, LLC. BlasTek performed a local Lead Abatement project for Rockford Construction in May 2023. From the initial bid of the project to the final execution, BlasTek went above and beyond.

Rockford Construction prioritizes Safety as our number one concern on any project. While BlasTek performed the abatement, all controlled areas were properly cautioned off and marked. All seams were taped and sealed and their own laborer was making regular rounds checking on each floor for compliance to ensure no breaches had been made through the tape barriers. Our team felt that BlasTek made safety the utmost priority.

From a communication perspective, Rockford Construction was sent numerous email updates regarding schedule and work performed. Ultimately, BlasTek was superior in their communication and safety efforts throughout the entire project.

Our team at Rockford Construction would highly recommend BlasTek, LLC for any lead abatement needs.

Thank you,

A handwritten signature in black ink that reads 'CFowler'.

Chelsea Fowler
Rockford Construction, Project Engineer
cfowler@rockfordconstruction.com
(616) 729-5055



To: Eric Waddell

Blastek LLC

P.O. Box 443

Middleville, Michigan 49333

Letter of recommendation

Cascade Engineering contracted Blastek LLC to complete a large warehouse restoration project. This included blasting, cleaning, painting of just over 44,000 square feet of our ceiling, and all of the surrounding walls with fresh paint as well. This project was on short notice and timing with a little under a month to complete this project Blastek stepped up to the challenge to provide a quality job in the short time.

With the short timing and Cascade engineering still running our full 24/5 operation it did make for some difficult unforeseen challenges. And along the process this project was split up into three phases so we could continue full operation with little interruption. While there were a lot of unforeseen obstacles that arose during the start, Eric was still able to deliver on his estimated timeline for this project.

With the images attached below you can see a true difference between the old warehouses ceiling paint that was falling off, and now with the bright white ceiling with the red accents to the fire houses give it a great touch. Adding this and some new machines to our west plant truly makes it our show plant to our customers. And for any future customers of Blastek we are welcome to showing the finished job to their potential clients at our West plant, at 5055 36th st se, Grand rapids, Michigan, 49512.

Austin Bayer

Sr. Purchasing Specialist

Cascade Engineering Family of Companies

4950 37th Street SE, Grand Rapids, MI 49512

T 616-350-6998

cascadeng.com



CITY OF NILES
Department of Public Works

February 20, 2023

TO: Whom it may concern

RE: BlasTek – Reference Letter

BlasTek was the low bidder on one of our projects that we had put out for bid in 2022. The work entailed sandblasting to remove old, lead-based paint on a retaining wall, removing lead-based paint on guard rails in one of our parking lots, sandblast a brick wall that had graffiti on it, sandblasting two doors that had graffiti on them, and then repainting all of the surfaces to the specified colors. BlasTek was a pleasure to work with as their communication, work ethic, and work was nothing less than perfect. There were a few additions that we had added to the project as it was on going and they had no problem with executing said additions.

I can highly recommend BlasTek for any job that pertains to what they had done for us as we were more than pleased. Their foreman(s) communicate well, their work is next to the best, and their performance is highly impressive.

If there is any additional information needed, please contact me.

Sincerely,
CITY OF NILES

Zach Holt
Public Works Superintendent

MEMBER: MICHIGAN MUNICIPAL LEAGUE ♦ AMERICAN PUBLIC WORKS ASSOCIATION
333 N. 2nd St., Niles, Michigan 49120
Phone (269) 683-4700 Fax (269) 684-3928
E-mail: DPWsuperintendent@nilesmi.org
City Website: www.ci.niles.mi.us



120 E. Prairie Street, Suite C
Vicksburg, MI 49097
Phone: 269.349.8428
Fax: 269.475.5239
frederickconstruction.com

12-29-2020

To whom it may concern:

Our company is currently restoring The Mill at Vicksburg. The buildings are over 100 years old and have been placed on the department of interior historic register. The current size of the buildings floor plates are over 314,00 square feet. The construction types of the buildings are multi width exterior and interior brick walls, wood post and beam constructed floor plates, structural concrete column and beam floor plates, structural steel roof systems, concrete roof systems, and wood deck roof systems.

This property will become a mixed use and event venue icon in the State of Michigan.

During the design phase it was determined that all of the existing lead paint was to be removed. In the fall of 2018, our company awarded Blastek a contract for the lead abatement. This award was based on capabilities and quality first followed by total cost. As we continue to move towards the finish line in 2021, we have been delighted with our decision. Eric and his crew continually monitor and adjust their techniques to ensure that the existing brick, steel, concrete, and wood surfaces are not damage due to over blasting. We are happy to provide this recommendation and look forward to our continued relationship with Eric and his team paper mill. Should you have any questions or require any additional information please do not hesitate to contact me.

Mike Frederick LEED AP

Project Principal

Mike
Frederick

Digitally signed by Mike Frederick
DN: cn=Mike Frederick,
o=Frederick Construction, Inc.,
ou=Vicksburg, MI, email=
mike.frederick@frederickconstruction.com,
serial=20211229163011+0500



Interurban Transit Partnership

300 Ellsworth Avenue SW Grand Rapids, MI 49503-4005 616.456.7514

August 1, 2022

Eric Waddell
BlasTek, LLC
579 Kirtland Ave SW
Grand Rapids, MI 49507

Dear Mr. Waddell:

I am writing this to provide a letter of reference for BlasTek, LLC in regard to their work on The Rapid's passenger transfer center canopy located at Rapid Central Station, 250 Caesar A. Chavez SW, Grand Rapids, MI.

We contracted with BlasTek to blast and repaint the steel structure supporting the canopy. BlasTek communicated very well with us throughout the project and we able to perform the project while transit operations were still occurring at Rapid Central Station. I am very pleased with how the project was carried out and the quality of the finished product and would recommend BlasTek for future projects.

Sincerely,

A handwritten signature in blue ink that reads 'Kevin Wisselink'.

Kevin Wisselink
Procurement and Capital Planning Director

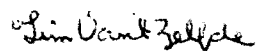
Thursday, April 21, 2022

Eric,

I wanted to take this opportunity to thank you and all the BlasTek team members for the truly remarkable job that was done in the blasting and repainting of the hospital air handlers. Not only was the quality of work wonderful, but the communication was greatly appreciated as well. No matter the time of day or night, I was always able to get answers to my questions. Working in a hospital is tough, there are a lot of best practices, compliance requirements, infection prevention requirements, and a seemingly endless list of NFPA guidelines which govern how we complete our work for the safety of patients, staff, and the public. I greatly appreciate the diligence of the BlasTek staff members in the following of these requirements.

I also wish to thank you for your patience and professionalism. When we had some internal delays and needed to change the schedule and work odd hours for the benefit of our patients, I never heard complaints but instead a can-do attitude. The area in which you worked allowed sound to travel fast, never did I receive complaints for the language used or the content of the conversations between BlasTek team members, this speaks volumes to the quality and character of the entire BlasTek team. Congratulations on a job well done, in budget, and on schedule.

Best Wishes,



Tim Van't Zelfde
Senior Project Manager
Planning/Design/Construction Team



DIXON

**ENGINEERING & INSPECTION SERVICES
FOR THE COATING INDUSTRY**

1104 Third Avenue
Lake Odessa, MI 48849
Telephone: (616) 374-3221
Fax: (616) 374-7116

November 18, 2020

RE: Blastek LLC. Letter of Reference

To whom it may concern;

Blastek LLC completed a coating rehabilitation project for Dixon Engineering in the spring of this year. The scope of work included the coordination of welding repairs and the complete rehabilitation of the interior coatings of a 6,000 gallon hydropneumatics potable water tank. The project required the protection of sensitive equipment during the blasting and coating application to ensure the systems continued operations while the tank was out of service. It also required Blastek to meet significant submittal requirements prior to the start of the project and a compressed deadline from the date of award to the date the tank was required to be returned to service. Although there were many challenges during the project, Eric, Mitch and his crew's were responsive to the owners requests, our approach to quality assurance and the specification requirements with a commitment of solving problems to the benefit of the project. This was Dixon's first experience working with Blastek and I look forward to the opportunity to recommend them again.

If you have any questions about the project or this reference, please contact me at 616 374-3221 ext 309

For Dixon Engineering,

Eric Binkowski
Project Manager
AWS-CWI 04040071
NACE Certified Coating Inspector – Level 3 #7126

**Members: Society of Protective Coatings • American Water Works Association
Consulting Engineers Council**

GRfiltration
GRfiltration.com



Matthew McDonald

11670 46th Ave, Allendale MI 49401
Phone: 231.690.1754
Email: matt.mcdonald@grfiltration.com

► To Whom it my concern

Blas-Tek – Blasting Contractors Letter of Referral

For the past year GR Filtration has been using Blas-Tek LLC for multiple blasting and coatings projects. GR Filtration sends on average 1-5 projects to Blas-Tek on a weekly basis. Projects range from interior/exterior industrial tank coatings to structural steel media blasting and coatings to glass blasting stainless steel process piping.

Blas-Tek has completed every project either on schedule or ahead of schedule. They excel with every job in craftsmanship and workmanship. In my mind they are one of the leaders of the trade in the West Michigan area. Their integrity and determination to provide the best service for their customer is undoubtedly one of the best I have ever seen.

I feel confident that they would be able to out perform any other contractor out there. Please feel free to reach out for any other information needed.

Thank you.

Matthew McDonald
Sales and Operations
GR Filtration
2/10/2020



100 YEARS

1919 - 2019

Headquarters
2001 Waldorf NW | Grand Rapids, MI 49544
p. 616.791.9952 or 1.800.594.9244

Regional Offices
Kalamazoo-Portage | 269.492.6662
St. Joseph-Benton Harbor | 269.210.6200

www.andyegan.com

2-07-2020

RE: BLASKTEC LLC. LETTER OF REVERAL

To Whom it may concern,

Over the last few years we have been utilizing Blastek LLC for various fabrication projects ranging from semi loads of large bore carbon steel piping to complex equipment and piping skids. They have not only meet the demanding turnaround of our projects but have also expressed great quality and workmanship. Among other things Blastek has expressed willingness to adapt to specific needs and skill sets of some of our projects.

Please feel free to contact me directly if you'd wish to discuss anything in further detail. It is my recommendation that Blastek is a more that capable painting contracting who's willing to work with their clients for a successful project.

Regards,

Chad Reed

616-893-0529

Project Manager

Andy J. Egan Co.



Kyle Workman
Protective Coatings Representative
General Polymers Flooring Systems
NACE CIP Level 1 Cert #070764
616-293-0415
kyle.r.workman@sherwin.com

02/09/2020

RE: Blastek LLC Letter of Recommendation

To whom it may concern:

I have worked with Mitch Martin and Eric Waddel co-owners of Blastek since early 2017 as a coating's supplier. I have witnessed them complete firsthand multiple projects with both surface preparation and coating. These projects they successfully applied many different types of coating chemistries as supplied by Sherwin-Williams, such as Zinc rich primers, Epoxies, Polyurethanes, Alkyds, Acrylics, Polysiloxanes, and Polyaspartics. No matter the product being applied, they have demonstrated the attention to detail for both planning and executing a successful coating application.

If you have any further questions regarding this reference, please contact me.

Respectfully,

Kyle Workman
Protective Coatings Representative
Sherwin-Williams
NACE CIP Level 1 Cert #070764
Kyle.r.workman@sherwin.com

Respectfully,

BlasTek, LLC
 443 PO Box
 Middleville, MI 49333 US
 finance@blastekllc.com
 blastekllc.com



ADDRESS

Charter Township of Union

Quote 4134

DATE 06/24/2024

PROJECT

Manhole Rehabilitation (19)

	QTY	RATE	AMOUNT
Field Mobilization Mobilization of equipment & material	1	51,404.00	51,404.00
Field Labor Labor for job setup, establishing access, confined space attendant, protecting necessary adjacent surfaces, loading blast pot, cleaning up spent abrasive, mixing paint, hand applying resurfacing agent & chemical grout, general cleanup, etc	1,307	70.00	91,490.00
Field Materials Allowance for six mil plastic, tape, clips, etc	1	2,500.00	2,500.00
Field Media Blasting Cost associated with prepping surfaces to receive new coating	80	300.00	24,000.00
Field Painting:Field Plural Component Sprayer Equipment and Labor Labor & equipment necessary to spray EpoxyTec CPP Sprayliner	38	285.00	10,830.00
Field Materials:Field Paint Materials Material cost associated with EpoxyTec Hydrxx-1, Series 217 & CPP Sprayliner	1	97,505.00	97,505.00
Sub Contracted Services Traffic mitigation (equipment rental & flagger daily) Rental equipment - \$4,880 Flagger for 2 lanes = \$3,950 per day x 45 = \$177,750	1	182,630.00	182,630.00
Sub Contracted Services Bypass pumping - 6 weeks	1	61,336.00	61,336.00
Sub Contracted Services Site restoration?	1	1,500.00	1,500.00
Field Accommodations:Per Diem Lodging & per diem accommodations for field staff	1	18,200.00	18,200.00

A finance charge of 2% will be assessed to all over due balances. After 30 days steps will be made to place a lien on the property.

After 90 days accounts will be automatically sent to collections.

Sub Contracted Services: Bonding Cost associated with PLM bonds	1	8,482.00	8,482.00
Sub Contracted Services Vacuum testing	1	8,000.00	8,000.00
Field Equipment Charges Allowance for a generator on site	1	4,600.00	4,600.00
Sub Contracted Services Fueling services	1	11,448.00	11,448.00

Thank you for the opportunity to quote your project.

SUBTOTAL 573,925.00
TAX 0.00



Accepted By

Accepted Date

A finance charge of 2% will be assessed to all over due balances. After 30 days steps will be made to place a lien on the property. After 90 days accounts will be automatically sent to collections.



Proposal for Cured-in-Place Manhole Lining

To: Kim Smith, Public Service Director From: James Bohn
 Charter Township of Union **Visu-Sewer of Missouri, LLC**
 5228 South Isabella Road 7895 St. Clair Avenue
 Mt. Pleasant, MI 48858 East St. Louis, IL 62203
 989.772.2600 Ext. 224 618.397.9840

Date: 6/19/2024 **Project: 2024 – Rehabilitation of Sanitary Manhole Structures**

Visu-Sewer of Missouri LLC is pleased to provide the following quotation for:

Inspection:

- Maintenance:** Sanitary/Storm Sewer Cleaning
- Inspection:** Smoke Testing
- Inspection:** CCTV Inspection
- Inspection:** Manhole Inspections

Rehabilitation:

- Grouting:** Test/Seal Joints
- Structures:** Cementitious Coating
- Other Services** (Describe):
- Grouting:** Structures/Manholes
- Structures:** Epoxy Coating
- Grouting:** Lateral Sealing
- Structures:** CIPM Lining

Project Pricing

Pay Item	Description	Units	U/M	Price	Total
1	Mobilization	1	LS	\$ 10,500.00	\$ 10,500.00
2	CIPM Lining	19	EA	\$ 9,000.00	\$ 171,000.00
ESTIMATED TOTAL					\$ 181,500.00

* Bid Not on Twp Bid Form which is by manhole.

VISU-SEWER OF MISSOURI, LLC

* 7895 ST. CLAIR AVENUE EAST ST. LOUIS, IL 62203 * (O) 618.397.9840 (F) 618.397.0098 *

EQUAL EMPLOYMENT OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER



1. Visu-Sewer (VS) shall provide labor, material and equipment required to complete the work per the project specifications.
2. **Project Notes:**
 - a) **Scope of Work:** The work on this project is defined as: Installation of 250 mil Cured-in-Place Manhole Liners in Sanitary Manholes as per RFP.
 - b) **Exceptions:** The following are noted:
 - i. **Mobilization** – VS shall bill for one mobilization for this project per crew.
 - ii. **Lift Station Control** – If any line segments or structures on this job/in the scope of work are in/around or otherwise fed/affected by lift stations, CHARTER TOWNSHIP OF UNION shall provide control of this/these station(s) (or other means as necessary) at its/their expense to reduce or eliminate flows during VS' installation(s) or inspection(s).
 - iii. **Access and Restoration** – **CHARTER TOWNSHIP OF UNION** shall provide drivable access to these manholes and work areas (including liaison with homeowners, business owners, property owners, municipal/sewer district officials, etc.); any restoration needed because of VS' project-related-work shall also be done by **CHARTER TOWNSHIP OF UNION** at its/their expense.
 - iv. **Time and Mobilization** – By executing this agreement, the **CHARTER TOWNSHIP OF UNION** agrees to:
 1. **Mobilization** – Pay for the actual time spent on mobilization as quoted.
 2. **Downtime** – **CHARTER TOWNSHIP OF UNION** also agrees to pay the hourly rate as quoted for downtime, if any. "Downtime" shall be defined as VS crews not actively cleaning/videoing pipe, inspecting manholes, prepping or installing liners/coatings/grouting in manholes, inducing smoke in sewer lines, testing/seal pipe joints or lateral connections, or performing other work defined in the scope of this project due to delays caused by the **CHARTER TOWNSHIP OF UNION**.
 - v. **Fuel Rider** – VS has quoted this project using our current fuel costs. Due to market and supply chain uncertainties, the fuel costs imbedded in our mobilizations and other pricing may increase significantly before our mobilization(s). If these conditions occur, VS reserves the right to seek a fuel adjustment(s) to cover our added costs associated with this project.
 - c) **Quantities** – Quantities and pricing are based on information provided by the **CHARTER TOWNSHIP OF UNION**. Quantities, vertical footages, and manhole dimensions and were compiled by VS from plan takeoffs and may vary from field documented data.
 - d) **Bonds – Included as per specification.**
3. **Time and Materials:** Hourly Pricing is specific to this job only. The hourly rate (if any) for a CIPM Lining crew shall be Eight Hundred Fifty dollars (\$850.00) per hour.
4. **Water:** **CHARTER TOWNSHIP OF UNION** shall provide water from hydrants in the immediate job site area at no charge to Visu-Sewer.
5. **Traffic Control Included:** Basic traffic control (cones and signs) is included in this proposal.
6. **Disposal of Captured Debris:** **CHARTER TOWNSHIP OF UNION** shall provide a disposal point for captured debris on this project at its/their expense.
7. **Other Charges:** **CHARTER TOWNSHIP OF UNION** is/are required to provide all permits, water meter/permits.
8. **Access:** **CHARTER TOWNSHIP OF UNION** shall provide access to all

VISU-SEWER OF MISSOURI, LLC

* 7895 ST. CLAIR AVENUE EAST ST. LOUIS, IL 62203 * (O) 618.397.9840 (F) 618.397.0098 *

EQUAL EMPLOYMENT OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER



manholes/structures/ends-of-pipe and expose these manholes/structures/ends-of-pipe before our mobilization. **Based upon site walk through on June 11, 2024, the only issue will be the manhole located in the entrance to the school which will require completion after normal hours of the facility.**

9. **Replacements and Damage to Covers/Grates:** CHARTER TOWNSHIP OF UNION shall provide replacement manhole/inlet covers/grates/other access devices for any damaged during the removal process at no cost to VS.
10. **Award of Proposal:** Rates quoted are based upon award of the entire proposal and all aspects will be self-completed by VS.

If you have questions concerning this proposal, please contact James Bohn (jamesb@visu-sewer.com) at **618.397.9840**.

Submitted via FedEx on June 19, 2024.


James Bohn, Vice President



Visu-SEWER OF MISSOURI, LLC

* 7895 ST. CLAIR AVENUE EAST ST. LOUIS, IL 62203 * (O) 618.397.9840 (F) 618.397.0098 *

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All material is guaranteed to be as specified. All work to be completed in a substantial workmanlike manner according to specifications submitted, per standard practices. Any alteration or deviation from the above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements are contingent upon strikes, accidents, or delays beyond our control. The owner shall carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance. This proposal may be withdrawn if not accepted within 30 days of issue. Time and material rates are charges "port to port". Terms - Net 30 days.

Acceptance of Proposal

The above prices, specifications and conditions are satisfactory and are hereby accepted. Visu-Sewer of Missouri LLC is authorized to do the work as specified.

Date: _____

Signature: _____

IF THIS PROPOSAL MEETS YOUR APPROVAL, PLEASE SIGN AND RETURN A COPY TO jamesb@visu-sewer.com TO AUTHORIZE VISU-SEWER TO DO THIS WORK.

Abbreviations:

- EA = per-each
- GAL = per-gallon
- HR = hourly or per-hour-rate
- LS = lump sum
- DAY = per-day-rate
- LF = per-linear-foot
- SF = per-square-foot
- TBD = to be determined
- VF = per-vertical-foot
- JOINT = per-joint-price

VISU-SEWER OF MISSOURI, LLC

* 7895 ST. CLAIR AVENUE EAST ST. LOUIS, IL 62203 * (O) 618.397.9840 (F) 618.397.0098 *

EQUAL EMPLOYMENT OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER



Chris Hovden
Vice President - Surety

Marsh McLennan Agency
2725 South Moorland Road
New Berlin, WI 53151
T 920 225 6881 M 920 530 1520
chris.hovden@marshmma.com

June 14, 2024

Charter Township of Union
5228 South Isabella Road
Mt. Pleasant, MI 48858

Contractor: Visu-Sewer, LLC; Visu-Sewer of Illinois, LLC; Visu-Sewer of Ohio, LLC; Visu-Sewer of Missouri, LLC; Visu-Sewer East, LLC
Project: 2024 Sanitary Sewer Manhole Rehabilitation
RE: Surety Bonding Reference

To Whom It May Concern:

Visu-Sewer, LLC, and its affiliated companies Visu-Sewer of Illinois, LLC; Visu-Sewer of Ohio, LLC; Visu-Sewer of Missouri, LLC and Visu-Sewer East, LLC (collectively Visu-Sewer), is a highly regarded client of Applied Surety Underwriters and Trisura Insurance Company (Sureties).

Visu-Sewer has access to a surety bond program covering single projects up to \$25,000,000 with aggregate backlog support to \$150,000,000. The Sureties maintain the highest degree of confidence in the reputation and management expertise of Visu-Sewer to successfully perform and complete their work. It is the Sureties intention to support Visu-Sewer for all contract bond needs; however, any specific request for performance and payment bonds will be subject to underwriting review of project details, bond forms, contract terms, project financing and any other information pertinent to the project.

Any arrangement for a bond or bonds is a matter between Visu-Sewer and the Sureties, and they assume no liability to any third parties.

Applied Surety Underwriters, through affiliation with Applied Underwriters, is rated A- (Excellent) with a financial size category of XI by A.M. Best.

Trisura Insurance Company is rated A- (Excellent) with a financial size category of IX by A.M Best.

Sincerely,

Christopher K. Hovden
Vice President – Surety



To whom it may concern:

This is to advise that VISU-Sewer of Missouri, LLC and James Bohn are currently the certified installer of the Triplex Liner System in Illinois, Missouri and other Midwestern states. They have been certified installers for many years and have excellent skill in the installation of the system.

Their company information is:

Visu-Sewer of Missouri, LLC
7895 St. Clair Ave.
East St. Louis, IL 62203
Phone: 314.568.2605
Fax: 618.397.0098

COSTS

NA

PROJECT TIME TABLE

Study to be conducted by the Isabella County Road Commission in 2024.

RESOLUTION

It is resolved to approve the Resolution requesting that the Isabella County Road Commission conduct a Traffic, Engineering, and Speed Study on Summerton Road from M20/ Pickard Road south to Broadway Road.

Moved by _____ Seconded by _____

Yes:

No:

Absent:

CHARTER TOWNSHIP OF UNION
Resolution for Traffic, Engineering, Speed Study
Resolution Number _____

At a regular meeting of the Township Board of the Charter Township of Union, County of Isabella, Michigan held at 2010 S. Lincoln Rd, Mt. Pleasant, MI 48858 the 24th day of July 2024:

The following Resolution was offered by _____ and supported by _____ and with the following members being present or absent:

PRESENT:

ABSENT:

WHEREAS, the current traffic speeds on Summerton Road from M-20 south to Broadway Road are believed to be hazardous to pedestrians, bicyclists, and motorists; and

WHEREAS, commercial development has increased the number of access points to the county road resulting in an increase in traffic congestion and the number of turning traffic along the corridor; and

WHEREAS, increased traffic accidents at Broadway Road and Summerton Road.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Union Township Board is formally requesting the Isabella County Road Commission to conduct a traffic, engineering, and speed study on Summerton Road from M-20 to Broadway Road. It is understood that the Isabella County Road Commission in cooperation with the Michigan State Police (MPS) will use the engineering data gathered in the study to make a decision which could raise the speed limit, lower the speed limit, or keep the speed limit as it is.

It is further understood that Union Township will abide by the decision made by the Isabella County Road Commission and MSP as a result of this traffic, engineering, and speed study.

Upon roll call vote, the following voted:

Ayes:

Nays:

Abstentions:

Resolution declared adopted.

Date: _____

Bryan Mielke, Supervisor

Date: _____

Lisa Cody, Clerk

I, Lisa Cody, Clerk for the Charter Township of Union, do hereby certify that the forgoing is a true and complete copy of action taken by the Township Board of Trustee's at a regular meeting held on Wednesday, July 24, 2024.

Date: _____

Lisa Cody, Clerk

Charter Township of Union



To: Township Board of Trustees
From: Mark Stuhldreher, Township Manager/MDS
Subject: Policy Governance Review
Date: July 18, 2024

Policy Review: 2.0 Global Executive Constraint
Type of Review: Internal
Review Interval: Annual
Review Month: July 2024

Policy Wording

Township Manager shall not cause or allow any practice, activity, decision, or organizational circumstance, which is either unlawful, imprudent or in violation of commonly accepted public administrative practice and professional ethics.

Manager Interpretation

The township Manager interprets this policy to indicate that all applicable ordinances, statutes, and laws will be adhered to by all staff and that there shall be no deviation from accepted administrative practices or professional ethics.

Justification for reasonability

The Township Manager has determined that the interpretation is reasonable based on the wording reflected in the policy itself.

Data

1. 2023 Audit, per Yeo & Yeo: *“ In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the Charter Township of Union, as of December 31, 2023, and the respective changes in financial position, and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America”*
 - a. A corrective action plan was required and is attached
2. Board approved Investment and Credit Card Usage policies are followed

3. Water and wastewater staff maintain an appropriate level of licensing for operating and maintaining water and wastewater systems as required in the job description.
4. The Finance Office refers to and incorporates as applicable "Best Practices" as published by the Government Finance Officers Association as applicable
5. The water and wastewater divisions operate under rules promulgated by EPA, EGLE and Ten State Standards. No violations of these rules have been reported in the past year.
6. Public Services Director and staff are members of American Water Works Association (AWWA) and the Michigan Water Environment Association (MWEA). To remain in good standing, members must adhere to the organization's published Code of Conduct
7. The township Manager is a member in good standing with the Michigan Municipal Executive Association and must follow the International City/County Management Association Code of Ethics
8. Community and Economic Development Director is a member in good standing with the American Institute of Certified Planners and must follow the AICP Code of Ethics
9. Finance Director is a member of the Michigan Finance Officers Association (MGFOA), Government Finance Officers Association (GFOA), and the Michigan Treasurer's Association (MMTA) which are sources of knowledge, professional code of ethics and training for the Finance Department
10. The chart of accounts was updated to reflect changes required by the State of Michigan Department of Treasury
11. Reporting of the use of ARPA funds was reported timely as required by the relevant regulations
12. All FOIA requests were responded to per relevant regulations
13. Support was provided to ensure the Mid-Michigan Aquatic Recreational Authority compliance with relevant regulations and board policies
14. General and Zoning related Ordinances are updated as situations change, and discovery is made of outdated or no-longer valid existing ordinances are made.
 - a. A set of Zoning Ordinance amendments were developed and adopted by the Board of Trustees on 2/8/2023 that included: (1) updates to provisions for the Zoning Board of Appeals; (2) updates to reflect recent changes in state laws and corrections of several regulatory conflicts identified in the Ordinance; and (3) updates to further expand options for use of the Planned Unit Development (PUD) option as part of new development projects.

Compliance - In compliance with policy as indicated.

Policy Governance Executive Limitations Evaluation Form

A tool to be used by individual Board members as they evaluate the internal monitoring reports

Policy being monitored: 2.0 Global Executive Constraint

- 1. Was this report submitted when due? Yes No
- 2. Did the report lay out the Manager’s interpretation or an operational definition of the policy? Yes No
- 3. Is the interpretation justified or is proof provided to explain why the interpretation is reasonable? Yes No
- 4. Was I convinced that the interpretation is justified and reasonable? Yes No
- 5. Did the interpretation address all aspects of the policy? Yes No
- 6. Does the data show compliance with the Manager’s interpretation of our policy? Yes No

Comments regarding further policy development:

- 1. Is there any area regarding this policy that you worry about that is not clearly addressed in existing policy?

- 2. What policy language would you like to see incorporated to address your concern?

Signature and date of Board member _____



Audit Corrective Action Plan 12-31-2023

Auditing Finding: 2023-001

Auditor's Recommendation: Recommend that the Township monitors activity related to billed drain at-large assessments to ensure any new long-term debt balances are properly included in the Township's financial statements in the future.

Management Agrees/Disagrees with Finding - Agrees

Contact Person Responsible for Corrective Action Implementation: Mark Stuhldreher, Township Manager

Anticipated Completion Date: Immediately

Corrective Action Planned:

When the Township receives formal notice from the County Drain Commissioner that the maintenance and improvements to a drain project which benefits the public health in Union Charter Township and therefore, that the Township will be liable for a portion of the cost of the project by reason of benefits at large, the Township will monitor the project to ensure the Township is aware of any portion of newly issued County long term debt that is the responsibility of the Township is recognized as appropriate in the general ledger.

Prepared by:

Mark Stuhldreher

Mark Stuhldreher
Township Manager
Charter Township of Union
2010 S Lincoln
Mt. Pleasant, MI 48858
989-772-4600 ext. 231
mstuhldreher@uniontownshipmi.com

Charter Township of Union



To: Township Board of Trustees
From: Sherrie Teall, Finance Director
Subject: Policy Governance Review
Date: July 19, 2024

Policy Review: 2.5 Financial Condition and Activities
Type of Review: Internal
Review Interval: Quarterly
Review Month: July, 2024

Policy Wording

With respect to the actual, ongoing financial condition and activities, the Township Management Team shall not cause or allow the development of fiscal jeopardy or a material deviation of actual expenditures from board priorities established in End policies.

Further, without limiting the scope of the foregoing by this enumeration, he or she shall not:

2.5.1 Expend more funds than have been received in the fiscal year to date unless the debt guideline (below) is met.

2.5.1 .1 Indebt the organization in an amount greater than can be repaid by certain, otherwise unencumbered revenues within 60 days.

2.5.2 Use any long-term reserves except for purposes and amounts specifically released by the Board.

2.5.3 Conduct interfund shifting in amounts greater than can be restored to a condition of discrete fund balances by certain, otherwise unencumbered revenues within 30 days.

2.5.4 Fail to settle payroll and debts in a timely manner.

2.5.5 Allow tax payments or other government ordered payments or filings to be overdue or inaccurately filed.

2.5.6 Make a single unbudgeted emergency purchase or commitment, to maintain township operations, of greater than \$10,000 for the Township Hall and/or \$50,000 for the water and sewer systems.

2.5.7 Make a single purchase or commitment of greater than \$10,000. Purchases over \$5,000 shall not be made without timely notification to the Board.

2.5.8 Acquire, encumber or dispose of real property.

2.5.9 Fail to aggressively pursue receivables after a reasonable grace period.

2.5.10 Fail to maintain an adequate level of cash flow.

Manager Interpretation

Township Manager interprets this policy to indicate that there will be no expenditures made or incurred that will exceed the expenditures budgeted for that current year unless it is an emergency purchase as outlined in 2.5.6. The manager shall also not make a single purchase or commitment (unless it falls under 2.5.6) of greater than \$10,000 or inform the board of purchases over \$5,000 unless the purchase is for materials or services needed for normal operations of township facilities.

Furthermore, all tax payments to other governmental entities are paid according to state statute, payroll is paid bi-weekly, and accounts payable invoices are processed and ready for board approval as soon as they are received, verified, and coded for payment.

Justification for Reasonability

The interpretations are reasonable in that when the budget is approved by the Board of Trustees, it is left to the management team to operate within the guidelines established and to follow all state and federal statutes. The Township Board is to function as a policy making body and the management team is to function as implementer of that policy as indicated in the approved budget.

Attachments from BS&A system include General Fund departmental revenue and expenditure reports, special revenue fund and enterprise fund revenue and expenditure reports.

Data

- Expenditures support Global Ends Policies
- No new debts were acquired in the 2nd Quarter 2024
- No long-term General Fund reserves have been used for several years
- All payroll was paid timely in April, May, June, 2024
- All payroll taxes and benefits were paid on schedule and on time
- The annual audit, F-65, qualifying statements and bond disclosures were filed on time to the appropriate authorities
- All purchases greater than \$10,000 were approved by the Board of Trustees prior to making a purchase with the exception of the following:
 - None
- No real property was acquired or disposed of without approval from the Board
- All receivables are pursued on a regular basis
- All funds have a reasonable amount of cash flow, which enables timely payment of payroll and bills.

Compliance

In compliance with policy as stated.

ACCOUNT DESCRIPTION	END BALANCE	2024		YTD BALANCE	% BDGT USED	
	12/31/2023 RMAL (ABNORMAL)	ORIGINAL BUDGET	AMENDED BUDGET	2024 06/30/2024 RMAL (ABNORMAL)		
Fund 101 - GENERAL FUND						
Revenues						
Dept 000 - NONE						
402.000	CURRENT PROPERTY TAX	329,726.59	353,000.00	353,000.00	327,530.53	92.78
402.100	PRIOR YEARS PROPERTY TAXES	2,524.81	0.00	0.00	0.00	0.00
404.000	425 AGREEMENT	165.03	100.00	100.00	0.00	0.00
412.000	DELQ PERSONAL PROPERTY TAXES	621.62	600.00	600.00	2.39	0.40
414.000	PROPERTY TAX REFUNDS-MTT	(43.15)	(5,000.00)	(5,000.00)	(281.04)	5.62
432.000	PILOT TAX	1,832.90	2,000.00	2,000.00	0.00	0.00
434.000	MOBILE HOME PARK TAX	3,244.00	3,400.00	3,400.00	1,427.50	41.99
445.000	INTEREST ON TAXES	25.71	500.00	500.00	106.45	21.29
445.100	3% OR 4% PENALTY ON TAX	15,654.90	6,000.00	6,000.00	12,530.04	208.83
447.000	ADMIN FEE-PROPERTY TAX	168,549.10	170,000.00	170,000.00	121,556.59	71.50
447.001	ADMIN FEES-REFUNDS MTT BOR	(170.23)	(1,000.00)	(1,000.00)	(181.23)	18.12
447.050	ADMIN FEE-STATE EDUC TAX(SET)	7,705.00	7,700.00	7,700.00	0.00	0.00
447.100	ADMIN FEE-PRIOR YEARS	1,258.06	200.00	200.00	0.59	0.30
467.000	REVENUE-STREET LIGHTS SPEC ASSESS	19,979.75	19,000.00	19,000.00	8,721.40	45.90
476.000	BUILDING PERMITS	219,073.25	75,000.00	75,000.00	36,071.50	48.10
476.500	ZONING PERMITS	15,845.00	18,000.00	18,000.00	3,715.00	20.64
477.000	CABLE TV FRANCHISE FEES	96,904.78	100,000.00	100,000.00	22,000.00	22.00
478.000	DOG LICENSE REVENUE	(35.00)	100.00	100.00	65.00	65.00
539.000	STATE GRANTS	0.00	975,000.00	975,000.00	0.00	0.00
573.000	STATE AID REVENUE-LCSA	4,640.65	4,500.00	4,500.00	5,712.33	126.94
574.000	STATE REVENUE SHARING	1,313,467.00	1,280,000.00	1,280,000.00	409,088.00	31.96
574.100	LIQUOR STATE REVENUE SHARING	12,890.90	13,800.00	13,800.00	7,109.85	51.52
574.200	METRO ACT REVENUE SHARING-LCSA	12,027.88	12,000.00	12,000.00	8,964.44	74.70
626.000	LAND DIVISIONS/ZONING REVIEW FEES	2,425.00	2,000.00	2,000.00	1,225.00	61.25
628.000	RENTAL INSPECTION FEES	95,342.00	103,000.00	103,000.00	77,866.00	75.60
637.000	APPLICATION FEES	750.00	500.00	500.00	0.00	0.00
637.500	WEED ABATEMENT SERVICES	0.00	1,000.00	1,000.00	0.00	0.00
651.000	USE FEES-BASEBALL FIELDS	520.00	500.00	500.00	1,080.00	216.00
655.000	FINES & FORFEITURES	930.00	800.00	800.00	2,510.00	313.75
665.000	INTEREST EARNED	264,937.23	200,000.00	200,000.00	198,885.27	99.44
667.000	RENT - JAMESON HALL	7,025.00	8,000.00	8,000.00	6,450.00	80.63
667.100	RENT - McDONALD PARK PAVILION	1,416.00	1,500.00	1,500.00	1,285.00	85.67
667.200	RENT - JAMESON PAVILION	1,308.00	1,500.00	1,500.00	1,025.00	68.33
671.000	LEASES	900.00	900.00	900.00	900.00	100.00
672.000	OTHER REVENUE	319.23	5,000.00	5,000.00	1,291.92	25.84
673.000	GAIN/LOSS ON SALE(DISPOSAL)OF ASSETS	5,500.00	5,000.00	5,000.00	0.00	0.00
681.000	ELECTION FILING FEES	0.00	0.00	0.00	700.00	100.00
685.000	OPIOID SETTLEMENT REVENUE	97.21	0.00	0.00	0.00	0.00
687.000	REFUNDS & REBATES	489.91	500.00	500.00	0.00	0.00
Total Dept 000 - NONE		2,607,848.13	3,365,100.00	3,365,100.00	1,257,357.53	37.36
Dept 930 - TRANSFER IN						
699.285	TRANSFER IN FROM ARPA FUND	7,012.64	0.00	0.00	0.00	0.00
Total Dept 930 - TRANSFER IN		7,012.64	0.00	0.00	0.00	0.00
TOTAL REVENUES		2,614,860.77	3,365,100.00	3,365,100.00	1,257,357.53	37.36
Expenditures						
Dept 101 - TRUSTEES						
702.000	SALARIES & WAGES	29,196.27	30,200.00	30,200.00	13,846.08	45.85
707.000	PER MEETING	1,975.00	4,000.00	4,000.00	1,175.00	29.38
710.000	EMPLR FICA CONTR	1,985.32	2,108.00	2,108.00	931.33	44.18
711.000	EMPLR MEDICARE CONTR	464.29	500.00	500.00	217.80	43.56
724.000	WORKER'S COMP	13.17	32.00	32.00	7.06	22.06
801.000	PROFESSIONAL & CONTRACTUAL SERVICES	3,507.50	4,300.00	4,300.00	100.00	2.33
860.000	TRANSPORTATION/MILEAGE REIMBURSEMENT	0.00	500.00	500.00	0.00	0.00
916.000	SUBSCRIPTIONS & PUBLICATIONS	0.00	0.00	0.00	560.00	100.00
955.000	MISC.	86.52	250.00	250.00	0.00	0.00
957.000	PROFESSIONAL DEVELOPMENT	114.00	1,000.00	1,000.00	826.67	82.67
957.100	SEMINAR LODGING	0.00	500.00	500.00	0.00	0.00
957.200	SEMINAR MEALS	0.00	250.00	250.00	0.00	0.00
957.300	MEMBERSHIP & DUES	19,633.41	20,000.00	20,000.00	18,645.87	93.23
Total Dept 101 - TRUSTEES		56,975.48	63,640.00	63,640.00	36,309.81	57.06
Dept 171 - SUPERVISOR						
702.000	SALARIES & WAGES	6,250.12	6,250.00	6,250.00	2,884.66	46.15
707.000	PER MEETING	1,575.00	1,400.00	1,400.00	500.00	35.71
710.000	EMPLR FICA CONTR	485.25	475.00	475.00	209.89	44.19
711.000	EMPLR MEDICARE CONTR	113.57	112.00	112.00	49.13	43.87

ACCOUNT DESCRIPTION	END BALANCE	2024		YTD BALANCE	% BDGT USED
	12/31/2023	ORIGINAL BUDGET	2024 AMENDED BUDGET	06/30/2024	
	RMAL (ABNORMAL)			RMAL (ABNORMAL)	
Fund 101 - GENERAL FUND					
Expenditures					
724.000 WORKER'S COMP	7.16	10.00	10.00	2.97	29.70
767.000 UNIFORMS	0.00	100.00	100.00	0.00	0.00
860.000 TRANSPORTATION/MILEAGE REIMBURSEMENT	0.00	350.00	350.00	0.00	0.00
957.000 PROFESSIONAL DEVELOPMENT	43.00	500.00	500.00	150.37	30.07
957.200 SEMINAR MEALS	0.00	100.00	100.00	0.00	0.00
Total Dept 171 - SUPERVISOR	8,474.10	9,297.00	9,297.00	3,797.02	40.84
Dept 172 - TWP MANAGER					
702.000 SALARIES & WAGES	36,824.32	40,250.00	40,250.00	18,523.79	46.02
702.600 CAR ALLOWANCE	3,600.00	3,600.00	3,600.00	1,500.00	41.67
710.000 EMPLR FICA CONTR	2,480.60	2,700.00	2,700.00	1,197.70	44.36
711.000 EMPLR MEDICARE CONTR	580.15	630.00	630.00	280.15	44.47
711.500 UNEMPLOYMENT	16.85	47.00	47.00	16.59	35.30
716.000 EMPLR RETIREMENT CONTR	3,646.63	4,170.00	4,170.00	1,902.30	45.62
718.500 HEALTH INSURANCE	8,543.97	8,600.00	8,600.00	4,626.61	53.80
718.700 HEALTH INS-EE CONTRIBUTIONS	(354.64)	(380.00)	(380.00)	(194.55)	51.20
719.000 DENTAL INSURANCE	186.46	185.00	185.00	92.99	50.26
719.800 VISION INSURANCE	54.50	52.00	52.00	26.69	51.33
719.900 VISION INS-EE CONTRIBUTIONS	(27.27)	(26.00)	(26.00)	(13.36)	51.38
724.000 WORKER'S COMP	69.98	75.00	75.00	33.46	44.61
725.000 LIFE & DISABILITY BENEFIT	135.70	150.00	150.00	67.23	44.82
801.000 PROFESSIONAL & CONTRACTUAL SERVICES	18,010.00	4,000.00	4,000.00	4,700.00	117.50
852.000 CONTRIBUTION TO CABLE CONSORTIUM	38,761.92	42,000.00	42,000.00	9,106.83	21.68
880.000 COMMUNITY PROMOTION	8,891.61	8,000.00	8,000.00	8,800.00	110.00
916.000 SUBSCRIPTIONS & PUBLICATIONS	1,244.47	800.00	800.00	383.76	47.97
955.000 MISC.	537.70	300.00	300.00	0.00	0.00
957.000 PROFESSIONAL DEVELOPMENT	741.52	1,000.00	1,000.00	35.00	3.50
957.100 SEMINAR LODGING	176.32	500.00	500.00	0.00	0.00
957.200 SEMINAR MEALS	95.02	100.00	100.00	156.20	156.20
957.300 MEMBERSHIP & DUES	75.00	600.00	600.00	0.00	0.00
980.000 NEW OFFICE EQUIPMENT & FURNITURE	0.00	500.00	500.00	0.00	0.00
Total Dept 172 - TWP MANAGER	124,290.81	117,853.00	117,853.00	51,241.39	43.48
Dept 191 - ACCOUNTING/GEN ADMIN					
702.000 SALARIES & WAGES	121,128.55	137,900.00	137,900.00	37,983.06	27.54
702.500 OVERTIME	4,674.86	6,500.00	6,500.00	1,613.28	24.82
702.700 LUMP SUM IN LIEU OF STEP	0.00	800.00	800.00	0.00	0.00
705.000 LEAVE TIME PAYOUT	1,606.25	0.00	0.00	0.00	0.00
710.000 EMPLR FICA CONTR	7,417.59	9,000.00	9,000.00	2,311.64	25.68
711.000 EMPLR MEDICARE CONTR	1,734.89	2,006.00	2,006.00	540.64	26.95
711.500 UNEMPLOYMENT	111.53	333.00	333.00	77.11	23.16
716.000 EMPLR RETIREMENT CONTR	617.41	13,720.00	13,720.00	3,761.67	27.42
718.500 HEALTH INSURANCE	51,995.65	60,040.00	60,040.00	18,990.03	31.63
718.700 HEALTH INS-EE CONTRIBUTIONS	(5,277.22)	(6,506.00)	(6,506.00)	(2,028.57)	31.18
719.000 DENTAL INSURANCE	2,634.45	2,975.00	2,975.00	1,028.26	34.56
719.800 VISION INSURANCE	641.36	722.00	722.00	204.66	28.35
719.900 VISION INS-EE CONTRIBUTIONS	(320.68)	(361.00)	(361.00)	(102.33)	28.35
724.000 WORKER'S COMP	219.03	240.00	240.00	65.26	27.19
725.000 LIFE & DISABILITY BENEFIT	715.87	825.00	825.00	239.69	29.05
752.000 OFFICE SUPPLIES	1,411.79	3,000.00	3,000.00	1,621.43	54.05
767.000 UNIFORMS	0.00	300.00	300.00	0.00	0.00
801.000 PROFESSIONAL & CONTRACTUAL SERVICES	2,462.13	2,000.00	2,000.00	28,454.51	1,422.73
801.020 EXTERNAL AUDIT	20,165.00	21,000.00	21,000.00	24,535.00	116.83
851.000 MAIL/POSTAGE	6,843.21	8,000.00	8,000.00	9,000.00	112.50
860.000 TRANSPORTATION/MILEAGE REIMBURSEMENT	1,003.08	500.00	500.00	269.08	53.82
900.000 PRINTING & PUBLISHING	373.00	1,500.00	1,500.00	1,261.00	84.07
955.000 MISC.	48.60	200.00	200.00	12.69	6.35
955.001 BANK FEES	221.00	250.00	250.00	153.00	61.20
957.000 PROFESSIONAL DEVELOPMENT	2,118.94	4,000.00	4,000.00	544.00	13.60
957.100 SEMINAR LODGING	565.72	1,500.00	1,500.00	0.00	0.00
957.200 SEMINAR MEALS	54.66	200.00	200.00	0.00	0.00
957.300 MEMBERSHIP & DUES	229.00	800.00	800.00	194.76	24.35
980.000 NEW OFFICE EQUIPMENT & FURNITURE	1,007.50	1,000.00	1,000.00	1,189.00	118.90
980.100 NEW COMPUTER HARDWARE & SOFTWARE	0.00	500.00	500.00	0.00	0.00
Total Dept 191 - ACCOUNTING/GEN ADMIN	224,403.17	272,944.00	272,944.00	131,918.87	48.33
Dept 215 - CLERK					
702.000 SALARIES & WAGES	28,038.50	32,500.00	32,500.00	15,531.00	47.79
707.000 PER MEETING	225.00	2,000.00	2,000.00	0.00	0.00
710.000 EMPLR FICA CONTR	1,758.54	2,200.00	2,200.00	962.92	43.77
711.000 EMPLR MEDICARE CONTR	411.28	520.00	520.00	225.20	43.31

ACCOUNT DESCRIPTION	END BALANCE	2024		YTD BALANCE	% BDGT USED
	12/31/2023	ORIGINAL BUDGET	2024 AMENDED BUDGET	06/30/2024	
	RMAL (ABNORMAL)			RMAL (ABNORMAL)	
Fund 101 - GENERAL FUND					
Expenditures					
724.000 WORKER'S COMP	30.03	40.00	40.00	18.47	46.18
752.000 OFFICE SUPPLIES	0.00	500.00	500.00	0.00	0.00
754.000 OPERATING SUPPLIES	1,061.52	1,000.00	1,000.00	261.52	26.15
860.000 TRANSPORTATION/MILEAGE REIMBURSEMENT	0.00	300.00	300.00	0.00	0.00
900.000 PRINTING & PUBLISHING	2,984.19	2,500.00	2,500.00	411.31	16.45
957.000 PROFESSIONAL DEVELOPMENT	50.00	100.00	100.00	0.00	0.00
957.100 SEMINAR LODGING	0.00	750.00	750.00	0.00	0.00
957.200 SEMINAR MEALS	0.00	100.00	100.00	0.00	0.00
957.300 MEMBERSHIP & DUES	150.00	150.00	150.00	0.00	0.00
980.000 NEW OFFICE EQUIPMENT & FURNITURE	0.00	500.00	500.00	0.00	0.00
980.100 NEW COMPUTER HARDWARE & SOFTWARE	0.00	500.00	500.00	0.00	0.00
Total Dept 215 - CLERK	34,709.06	43,660.00	43,660.00	17,410.42	39.88
Dept 228 - DATA PROCESSING, INFORMATION TECHNOLOGY					
801.000 PROFESSIONAL & CONTRACTUAL SERVICES	50,110.21	53,560.00	53,560.00	29,924.02	55.87
950.000 HARDWARE REPLACEMENTS	11,302.97	19,200.00	19,200.00	2,197.99	11.45
Total Dept 228 - DATA PROCESSING, INFORMATION TE	61,413.18	72,760.00	72,760.00	32,122.01	44.15
Dept 253 - TREASURER					
702.000 SALARIES & WAGES	21,536.50	24,102.00	24,102.00	9,780.00	40.58
707.000 PER MEETING	0.00	500.00	500.00	0.00	0.00
710.000 EMPLR FICA CONTR	1,335.26	1,525.00	1,525.00	606.36	39.76
711.000 EMPLR MEDICARE CONTR	312.28	357.00	357.00	141.81	39.72
724.000 WORKER'S COMP	20.10	30.00	30.00	8.88	29.60
752.000 OFFICE SUPPLIES	336.96	500.00	500.00	0.00	0.00
801.000 PROFESSIONAL & CONTRACTUAL SERVICES	0.00	500.00	500.00	0.00	0.00
851.000 MAIL/POSTAGE	3,993.33	4,000.00	4,000.00	213.33	5.33
860.000 TRANSPORTATION/MILEAGE REIMBURSEMENT	0.00	250.00	250.00	0.00	0.00
955.000 MISC.	0.00	100.00	100.00	0.00	0.00
957.000 PROFESSIONAL DEVELOPMENT	0.00	250.00	250.00	0.00	0.00
957.300 MEMBERSHIP & DUES	99.00	100.00	100.00	0.00	0.00
980.000 NEW OFFICE EQUIPMENT & FURNITURE	0.00	500.00	500.00	0.00	0.00
980.100 NEW COMPUTER HARDWARE & SOFTWARE	0.00	500.00	500.00	0.00	0.00
Total Dept 253 - TREASURER	27,633.43	33,214.00	33,214.00	10,750.38	32.37
Dept 257 - ASSESSOR					
702.000 SALARIES & WAGES	51,410.09	79,700.00	79,700.00	36,771.24	46.14
707.000 PER DIEM	2,000.00	4,125.00	4,125.00	1,750.00	42.42
710.000 EMPLR FICA CONTR	3,204.82	5,120.00	5,120.00	2,355.26	46.00
711.000 EMPLR MEDICARE CONTR	749.52	1,200.00	1,200.00	550.82	45.90
711.500 UNEMPLOYMENT	47.50	143.00	143.00	46.55	32.55
716.000 EMPLR RETIREMENT CONTR	4,569.94	7,570.00	7,570.00	3,493.31	46.15
718.500 HEALTH INSURANCE	15,925.52	25,724.00	25,724.00	13,053.68	50.75
718.700 HEALTH INS-EE CONTRIBUTIONS	(619.65)	(1,135.00)	(1,135.00)	(549.36)	48.40
719.000 DENTAL INSURANCE	349.23	550.00	550.00	262.47	47.72
719.800 VISION INSURANCE	96.00	152.00	152.00	71.16	46.82
719.900 VISION INS-EE CONTRIBUTIONS	(48.00)	(76.00)	(76.00)	(35.60)	46.84
724.000 WORKER'S COMP	152.23	226.00	226.00	104.09	46.06
725.000 LIFE & DISABILITY BENEFIT	149.50	400.00	400.00	179.40	44.85
754.000 OPERATING SUPPLIES	312.60	500.00	500.00	0.00	0.00
801.000 PROFESSIONAL & CONTRACTUAL SERVICES	30,125.00	10,000.00	10,000.00	3,172.00	31.72
850.000 COMMUNICATIONS	509.52	550.00	550.00	254.76	46.32
851.000 MAIL/POSTAGE	2,214.00	2,800.00	2,800.00	19.50	0.70
900.000 PRINTING & PUBLISHING	1,955.04	2,000.00	2,000.00	646.32	32.32
916.000 SUBSCRIPTIONS & PUBLICATIONS	278.00	0.00	0.00	556.00	100.00
955.000 MISC.	464.21	500.00	500.00	186.74	37.35
957.000 PROFESSIONAL DEVELOPMENT	300.00	500.00	500.00	450.00	90.00
957.300 MEMBERSHIP & DUES	0.00	1,700.00	1,700.00	281.88	16.58
980.000 NEW OFFICE EQUIPMENT & FURNITURE	0.00	500.00	500.00	0.00	0.00
980.100 NEW COMPUTER HARDWARE & SOFTWARE	2,190.00	500.00	500.00	0.00	0.00
Total Dept 257 - ASSESSOR	116,335.07	143,249.00	143,249.00	63,620.22	44.41
Dept 262 - ELECTIONS					
702.000 SALARIES & WAGES	237.00	3,000.00	3,000.00	297.88	9.93
702.200 ELECTION WORKERS	0.00	30,000.00	30,000.00	4,938.00	16.46
710.000 EMPLR FICA CONTR	14.69	200.00	200.00	17.33	8.67
711.000 EMPLR MEDICARE CONTR	3.44	40.00	40.00	4.06	10.15
711.500 UNEMPLOYMENT	0.00	400.00	400.00	12.15	3.04
716.000 EMPLR RETIREMENT CONTR	0.00	200.00	200.00	28.30	14.15

ACCOUNT DESCRIPTION	END BALANCE	2024		YTD BALANCE	% BDGT USED
	12/31/2023	ORIGINAL BUDGET	AMENDED BUDGET	06/30/2024	
	RMAL (ABNORMAL)			RMAL (ABNORMAL)	
Fund 101 - GENERAL FUND					
Expenditures					
718.500 HEALTH INSURANCE	0.00	600.00	600.00	130.67	21.78
718.700 HEALTH INS-EE CONTRIBUTIONS	0.00	(100.00)	(100.00)	(14.82)	14.82
719.000 DENTAL INSURANCE	0.00	50.00	50.00	6.44	12.88
719.800 VISION INSURANCE	0.00	15.00	15.00	2.54	16.93
719.900 VISION INS-EE CONTRIBUTIONS	0.00	(7.00)	(7.00)	(1.26)	18.00
724.000 WORKER'S COMP	0.40	20.00	20.00	2.51	12.55
725.000 LIFE & DISABILITY BENEFIT	0.00	20.00	20.00	2.62	13.10
754.000 OPERATING SUPPLIES	2,781.01	8,000.00	8,000.00	3,281.23	41.02
801.000 PROFESSIONAL & CONTRACTUAL SERVICES	2,220.00	10,000.00	10,000.00	8,018.00	80.18
851.000 MAIL/POSTAGE	1,396.89	9,000.00	9,000.00	0.00	0.00
860.000 TRANSPORTATION/MILEAGE REIMBURSEMENT	0.00	150.00	150.00	99.16	66.11
900.000 PRINTING & PUBLISHING	0.00	1,600.00	1,600.00	0.00	0.00
955.000 MISC.	0.00	600.00	600.00	167.89	27.98
957.000 PROFESSIONAL DEVELOPMENT	0.00	250.00	250.00	0.00	0.00
Total Dept 262 - ELECTIONS	6,653.43	64,038.00	64,038.00	16,992.70	26.54
Dept 265 - BUILDING & GROUNDS					
702.000 SALARIES & WAGES	674.56	1,200.00	1,200.00	524.80	43.73
710.000 EMPLR FICA CONTR	39.93	70.00	70.00	31.66	45.23
711.000 EMPLR MEDICARE CONTR	9.34	20.00	20.00	7.41	37.05
711.500 UNEMPLOYMENT	0.78	10.00	10.00	1.25	12.50
716.000 EMPLR RETIREMENT CONTR	60.70	100.00	100.00	49.86	49.86
718.500 HEALTH INSURANCE	235.32	500.00	500.00	100.42	20.08
718.700 HEALTH INS-EE CONTRIBUTIONS	(26.50)	(40.00)	(40.00)	(10.26)	25.65
719.000 DENTAL INSURANCE	11.37	40.00	40.00	3.81	9.53
719.800 VISION INSURANCE	2.61	10.00	10.00	0.00	0.00
719.900 VISION INS-EE CONTRIBUTIONS	(1.32)	0.00	0.00	0.00	0.00
724.000 WORKER'S COMP	3.90	30.00	30.00	2.72	9.07
725.000 LIFE & DISABILITY BENEFIT	4.91	20.00	20.00	1.73	8.65
754.000 OPERATING SUPPLIES	2,981.38	6,500.00	6,500.00	1,961.89	30.18
776.000 CLEANING SUPPLIES	0.00	0.00	0.00	113.00	100.00
801.000 PROFESSIONAL & CONTRACTUAL SERVICES	16,780.32	23,000.00	23,000.00	1,550.88	6.74
801.003 SIDEWALK SNOWPLOWING	0.00	3,000.00	3,000.00	116.20	3.87
801.401 HALL CLEANING	6,551.68	10,000.00	10,000.00	2,108.56	21.09
850.000 COMMUNICATIONS	3,112.31	2,860.00	2,860.00	1,374.90	48.07
920.000 ELECTRIC/NATURAL GAS	11,579.67	14,000.00	14,000.00	5,701.37	40.72
920.200 WATER & SEWER CHARGES	865.50	1,000.00	1,000.00	369.44	36.94
930.200 MAINT-GROUNDS	550.21	2,500.00	2,500.00	29.98	1.20
930.300 MAINT-BUILDINGS	778.55	10,000.00	10,000.00	1,240.05	12.40
933.050 MAINT-EQUIPMENT	229.00	500.00	500.00	0.00	0.00
934.500 MAINT. AGREEMENT ON EQUIPMENT	4,542.84	4,500.00	4,500.00	392.52	8.72
940.100 POSTAGE METER LEASE	1,851.00	2,000.00	2,000.00	908.76	45.44
955.000 MISC.	74.00	100.00	100.00	28.00	28.00
962.000 SAFETY	0.00	600.00	600.00	147.67	24.61
963.000 PROPERTY/LIABILITY INSURANCE	15,641.87	16,500.00	16,500.00	15,945.29	96.64
Total Dept 265 - BUILDING & GROUNDS	66,553.93	99,020.00	99,020.00	32,701.91	33.03
Dept 266 - LEGAL/ATTORNEY					
826.000 LEGAL FEES	28,218.35	50,000.00	50,000.00	5,761.00	11.52
826.600 LEGAL FEES-MTT CASES	17,088.00	6,000.00	6,000.00	22,408.50	373.48
Total Dept 266 - LEGAL/ATTORNEY	45,306.35	56,000.00	56,000.00	28,169.50	50.30
Dept 371 - BUILDING INSPECTION					
702.000 SALARIES & WAGES	179,169.48	190,979.00	190,979.00	88,396.48	46.29
702.500 OVERTIME	2,661.88	2,100.00	2,100.00	1,127.22	53.68
710.000 EMPLR FICA CONTR	10,505.23	11,302.00	11,302.00	5,162.41	45.68
711.000 EMPLR MEDICARE CONTR	2,456.85	2,650.00	2,650.00	1,207.35	45.56
711.500 UNEMPLOYMENT	142.50	428.00	428.00	139.65	32.63
716.000 EMPLR RETIREMENT CONTR	16,399.42	18,350.00	18,350.00	8,504.77	46.35
718.500 HEALTH INSURANCE	72,257.74	77,175.00	77,175.00	39,228.80	50.83
718.700 HEALTH INS-EE CONTRIBUTIONS	(8,922.21)	(10,212.00)	(10,212.00)	(4,943.52)	48.41
719.000 DENTAL INSURANCE	5,029.20	5,283.00	5,283.00	2,520.09	47.70
719.800 VISION INSURANCE	1,104.48	1,161.00	1,161.00	545.76	47.01
719.900 VISION INS-EE CONTRIBUTIONS	(552.24)	(581.00)	(581.00)	(272.88)	46.97
724.000 WORKER'S COMP	467.56	470.00	470.00	219.07	46.61
725.000 LIFE & DISABILITY BENEFIT	1,011.12	1,090.00	1,090.00	515.46	47.29
752.000 OFFICE SUPPLIES	114.77	500.00	500.00	20.97	4.19
754.000 OPERATING SUPPLIES	1,163.99	1,275.00	1,275.00	512.03	40.16
759.000 GAS/FUEL	1,795.34	2,000.00	2,000.00	709.81	35.49
767.000 UTILITIES	280.00	300.00	300.00	0.00	0.00
801.000 PROFESSIONAL & CONTRACTUAL SERVICES	14,627.15	35,000.00	35,000.00	689.60	1.97

ACCOUNT DESCRIPTION	END BALANCE 12/31/2023 RMAL (ABNORMAL)	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	YTD BALANCE 06/30/2024 RMAL (ABNORMAL)	% BDGT USED
Fund 101 - GENERAL FUND					
Expenditures					
801.410 VEHICLE CLEANING	130.00	250.00	250.00	0.00	0.00
802.100 SOFTWARE SUPPORT/MAINTENANCE AGREEMENTS	1,671.22	2,875.00	2,875.00	328.32	11.42
850.000 COMMUNICATIONS	1,288.34	1,350.00	1,350.00	645.05	47.78
851.000 MAIL/POSTAGE	27.86	35.00	35.00	0.00	0.00
860.000 TRANSPORTATION/MILEAGE REIMBURSMNT	90.46	150.00	150.00	174.20	116.13
900.000 PRINTING & PUBLISHING	37.85	500.00	500.00	850.00	170.00
916.000 SUBSCRIPTIONS & PUBLICATIONS	0.00	500.00	500.00	0.00	0.00
930.000 VEHICLE REPAIRS & MAINTENANCE	232.02	1,000.00	1,000.00	21.99	2.20
957.000 PROFESSIONAL DEVELOPMENT	1,801.00	5,000.00	5,000.00	690.00	13.80
957.100 SEMINAR LODGING	399.30	750.00	750.00	0.00	0.00
957.200 SEMINAR MEALS	529.59	750.00	750.00	267.00	35.60
957.300 MEMBERSHIP & DUES	1,190.00	1,400.00	1,400.00	1,360.00	97.14
980.000 NEW OFFICE EQUIPMENT & FURNITURE	0.00	500.00	500.00	0.00	0.00
980.100 NEW COMPUTER HARDWARE & SOFTWARE	7,059.66	500.00	500.00	(23.02)	(4.60)
Total Dept 371 - BUILDING INSPECTION	314,169.56	354,830.00	354,830.00	148,596.61	41.88
Dept 441 - PUBLIC WORKS					
920.000 STREET LIGHTING	25,003.31	26,000.00	26,000.00	14,534.51	55.90
956.100 DRAINS AT LARGE	25,380.13	61,000.00	61,000.00	25,905.70	42.47
959.500 CONTRIBUTIONS TO ROAD COMMISSION	263,926.29	369,000.00	369,000.00	22,198.90	6.02
967.500 SIDEWALKS AND NON MOTORIZED PATHS	51,097.55	955,000.00	955,000.00	13,887.50	1.45
Total Dept 441 - PUBLIC WORKS	365,407.28	1,411,000.00	1,411,000.00	76,526.61	5.42
Dept 701 - PLANNING					
702.000 SALARIES & WAGES	160,939.02	168,700.00	168,700.00	79,518.47	47.14
702.700 LUMP SUM IN LIEU OF STEP	1,711.63	4,200.00	4,200.00	0.00	0.00
707.000 PER DIEM	9,760.00	15,000.00	15,000.00	0.00	0.00
710.000 EMPLR FICA CONTR	9,980.00	11,584.00	11,584.00	4,590.90	39.63
711.000 EMPLR MEDICARE CONTR	2,334.08	2,709.00	2,709.00	1,073.68	39.63
711.500 UNEMPLOYMENT	98.35	303.00	303.00	106.85	35.26
716.000 EMPLR RETIREMENT CONTR	14,541.15	15,912.00	15,912.00	7,344.00	46.15
718.500 HEALTH INSURANCE	48,172.26	51,448.00	51,448.00	26,175.26	50.88
718.700 HEALTH INS-EE CONTRIBUTIONS	(5,948.14)	(6,808.00)	(6,808.00)	(2,966.04)	43.57
719.000 DENTAL INSURANCE	2,945.17	2,790.00	2,790.00	1,330.03	47.67
719.800 VISION INSURANCE	368.16	390.00	390.00	181.92	46.65
719.900 VISION INS-EE CONTRIBUTIONS	(184.08)	(194.00)	(194.00)	(90.96)	46.89
724.000 WORKER'S COMP	378.68	400.00	400.00	168.64	42.16
725.000 LIFE & DISABILITY BENEFIT	717.60	800.00	800.00	358.80	44.85
752.000 OFFICE SUPPLIES	0.00	250.00	250.00	0.00	0.00
754.000 OPERATING SUPPLIES	0.00	300.00	300.00	0.00	0.00
759.000 GAS/FUEL	62.45	600.00	600.00	0.00	0.00
767.000 UNIFORMS	42.50	200.00	200.00	38.00	19.00
801.000 PROFESSIONAL & CONTRACTUAL SERVICES	8,156.43	165,250.00	165,250.00	1,255.83	0.76
850.000 COMMUNICATIONS	229.90	250.00	250.00	149.90	59.96
860.000 TRANSPORTATION/MILEAGE REIMBURSMNT	1,665.85	3,000.00	3,000.00	485.75	16.19
900.000 PRINTING & PUBLISHING	2,877.38	5,500.00	5,500.00	1,046.23	19.02
916.000 SUBSCRIPTIONS & PUBLICATIONS	10.00	200.00	200.00	0.00	0.00
932.000 VEHICLE REPAIRS & MAINTENANCE	726.00	1,000.00	1,000.00	0.00	0.00
940.000 LEASE/RENT	0.00	200.00	200.00	0.00	0.00
955.000 MISC.	16.00	100.00	100.00	7.75	7.75
957.000 PROFESSIONAL DEVELOPMENT	2,022.95	7,250.00	7,250.00	2,969.00	40.95
957.100 SEMINAR LODGING	957.60	2,650.00	2,650.00	772.17	29.14
957.200 SEMINAR MEALS	10.25	800.00	800.00	0.00	0.00
957.300 MEMBERSHIP & DUES	1,448.50	1,500.00	1,500.00	1,592.04	106.14
959.100 CONTRIBUTION TO LOCAL AIRPORT	10,000.00	10,000.00	10,000.00	10,000.00	100.00
Total Dept 701 - PLANNING	274,039.69	466,284.00	466,284.00	136,108.22	29.19
Dept 751 - PARKS & RECREATION					
702.000 SALARIES & WAGES	21,775.68	25,000.00	25,000.00	7,206.74	28.83
702.200 TEMPORARY LABOR	22,636.89	18,720.00	18,720.00	6,497.64	34.71
702.500 OVERTIME	1,472.75	2,000.00	2,000.00	918.28	45.91
710.000 EMPLR FICA CONTR	2,755.71	2,721.00	2,721.00	874.03	32.12
711.000 EMPLR MEDICARE CONTR	644.50	636.00	636.00	204.38	32.14
711.500 UNEMPLOYMENT	99.66	423.00	423.00	37.10	8.77
716.000 EMPLR RETIREMENT CONTR	2,094.14	2,562.00	2,562.00	771.89	30.13
718.500 HEALTH INSURANCE	10,925.58	12,862.00	12,862.00	4,262.83	33.14
718.700 HEALTH INS-EE CONTRIBUTIONS	(1,358.49)	(1,702.00)	(1,702.00)	(530.51)	31.17
719.000 DENTAL INSURANCE	752.33	881.00	881.00	269.71	30.61
719.800 VISION INSURANCE	178.04	194.00	194.00	44.72	23.05
719.900 VISION INS-EE CONTRIBUTIONS	(89.02)	(97.00)	(97.00)	(22.37)	23.06
724.000 WORKER'S COMP	585.58	600.00	600.00	182.99	30.50

ACCOUNT DESCRIPTION	END BALANCE	2024		YTD BALANCE	% BDGT USED
	12/31/2023	ORIGINAL BUDGET	2024 AMENDED BUDGET	06/30/2024	
	RMAL (ABNORMAL)			RMAL (ABNORMAL)	
Fund 101 - GENERAL FUND					
Expenditures					
725.000 LIFE & DISABILITY BENEFIT	157.25	170.00	170.00	40.12	23.60
754.000 OPERATING SUPPLIES	5,314.00	5,000.00	5,000.00	2,827.52	56.55
759.000 GAS/FUEL	1,649.72	1,800.00	1,800.00	951.38	52.85
767.000 UNIFORMS	182.50	500.00	500.00	178.70	35.74
801.000 PROFESSIONAL & CONTRACTUAL SERVICES	3,040.10	3,500.00	3,500.00	1,789.89	51.14
860.000 TRANSPORTATION/MILEAGE REIMBURSEMENT	90.39	100.00	100.00	152.80	152.80
900.000 PRINTING & PUBLISHING	448.49	600.00	600.00	0.00	0.00
920.000 ELECTRIC/NATURAL GAS	4,004.82	4,200.00	4,200.00	2,105.13	50.12
920.200 WATER & SEWER CHARGES	6,358.95	5,000.00	5,000.00	1,793.66	35.87
930.000 REPAIRS	994.87	31,000.00	31,000.00	10,575.48	34.11
930.200 MAINT-GROUNDS	12,014.16	33,000.00	33,000.00	8,192.60	24.83
930.250 MAINT-DOG PARK	1,350.00	3,000.00	3,000.00	490.00	16.33
930.300 MAINT-BUILDINGS	3,478.52	8,500.00	8,500.00	3,951.03	46.48
933.000 MAINT-VEHICLES	658.79	1,000.00	1,000.00	94.98	9.50
933.050 MAINT-EQUIPMENT	2,361.64	2,000.00	2,000.00	108.18	5.41
962.000 SAFETY	530.16	3,500.00	3,500.00	1,850.34	52.87
977.000 NEW EQUIPMENT PURCHASE	935.00	13,300.00	13,300.00	7,007.06	52.68
Total Dept 751 - PARKS & RECREATION	106,042.71	180,970.00	180,970.00	62,826.30	34.72
Dept 901 - CAPITAL OUTLAY					
976.301 CAPITAL OUTLAY-INFORMATION TECHNOLOGY	18,097.98	0.00	0.00	23,217.19	100.00
976.302 CAPITAL OUTLAY-TOWNSHIP HALL	0.00	0.00	0.00	3,505.50	100.00
976.303 CAPITAL OUTLAY-PROPERTY	50.45	0.00	0.00	0.00	0.00
976.306 CAPITAL OUTLAY-PARKS DEPT	14,581.00	0.00	0.00	0.00	0.00
976.307 CAPITAL OUTLAY-FIBER NETWORK	17,549.99	0.00	0.00	1,182.33	100.00
976.309 CAPITAL OUTLAY-VEHICLES	96,491.99	0.00	0.00	0.00	0.00
976.314 CAPITAL OUTLAY-NEW TWP HALL/RENO STUDY	13,397.87	0.00	0.00	6,880.00	100.00
Total Dept 901 - CAPITAL OUTLAY	160,169.28	0.00	0.00	34,785.02	100.00
Dept 906 - DEBT SERVICE					
991.000 BOND - PRINCIPAL	22,478.00	0.00	0.00	22,477.83	100.00
993.000 BOND INTEREST EXPENDITURE	11,778.00	0.00	0.00	11,154.07	100.00
Total Dept 906 - DEBT SERVICE	34,256.00	0.00	0.00	33,631.90	100.00
TOTAL EXPENDITURES	2,026,832.53	3,388,759.00	3,388,759.00	917,508.89	27.08
Fund 101 - GENERAL FUND:					
TOTAL REVENUES	2,614,860.77	3,365,100.00	3,365,100.00	1,257,357.53	37.36
TOTAL EXPENDITURES	2,026,832.53	3,388,759.00	3,388,759.00	917,508.89	27.08
NET OF REVENUES & EXPENDITURES	588,028.24	(23,659.00)	(23,659.00)	339,848.64	1,436.45

ACCOUNT DESCRIPTION	END BALANCE	2024		YTD BALANCE	% BDGT USED	
	12/31/2023 RMAL (ABNORMAL)	ORIGINAL BUDGET	2024 AMENDED BUDGET	06/30/2024 RMAL (ABNORMAL)		
Fund 206 - FIRE FUND						
Revenues						
Dept 000 - NONE						
402.000	CURRENT REAL PROPERTY TAX	743,320.97	794,000.00	794,000.00	736,952.27	92.82
402.100	PRIOR YEARS PROPERTY TAXES	5,680.82	0.00	0.00	0.00	0.00
412.000	DELQ PERSONAL PROPERTY TAXES	1,398.61	500.00	500.00	5.39	1.08
414.000	PROPERTY TAX REFUNDS-MTT	(97.08)	(10,000.00)	(10,000.00)	(608.78)	6.09
432.000	PILOT TAX	4,124.02	5,000.00	5,000.00	0.00	0.00
445.000	INTEREST ON TAXES	76.20	300.00	300.00	0.70	0.23
543.000	STATE GRANT-PUBLIC SAFETY	10,597.04	12,000.00	12,000.00	0.00	0.00
573.000	STATE AID REVENUE-LCSA	10,441.44	10,400.00	10,400.00	12,852.76	123.58
665.000	INTEREST EARNED	42,595.88	50,000.00	50,000.00	29,334.58	58.67
677.200	FIRE PROTECTION - EDDA	79,658.26	81,000.00	81,000.00	0.00	0.00
677.300	FIRE PROTECTION - WDDA	65,765.91	66,000.00	66,000.00	0.00	0.00
Total Dept 000 - NONE		963,562.07	1,009,200.00	1,009,200.00	778,536.92	77.14
TOTAL REVENUES		963,562.07	1,009,200.00	1,009,200.00	778,536.92	77.14
Expenditures						
Dept 336 - FIRE DEPARTMENT						
702.000	SALARIES & WAGES	980.34	0.00	0.00	260.10	100.00
710.000	EMPLR FICA CONTR	56.84	0.00	0.00	15.13	100.00
711.000	EMPLR MEDICARE CONTR	13.29	0.00	0.00	3.55	100.00
716.000	EMPLR RETIREMENT CONTR	88.24	0.00	0.00	24.71	100.00
718.500	HEALTH INSURANCE	475.32	0.00	0.00	127.46	100.00
718.700	HEALTH INS-EE CONTRIBUTIONS	(56.05)	0.00	0.00	(15.95)	100.00
719.000	DENTAL INSURANCE	29.56	0.00	0.00	8.13	100.00
719.800	VISION INSURANCE	4.67	0.00	0.00	0.00	0.00
719.900	VISION INS-EE CONTRIBUTIONS	(2.34)	0.00	0.00	0.00	0.00
724.000	WORKER'S COMP	7.89	0.00	0.00	2.56	100.00
725.000	LIFE & DISABILITY BENEFIT	4.35	0.00	0.00	1.58	100.00
801.000	PROFESSIONAL & CONTRACTUAL SERVICES	830,100.00	871,600.00	871,600.00	628,800.75	72.14
801.005	FIRE HYDRANT REPAIRS	0.00	2,000.00	2,000.00	0.00	0.00
801.025	HYDRANT FLUSHING	0.00	10,000.00	10,000.00	0.00	0.00
Total Dept 336 - FIRE DEPARTMENT		831,702.11	883,600.00	883,600.00	629,228.02	71.21
TOTAL EXPENDITURES		831,702.11	883,600.00	883,600.00	629,228.02	71.21
Fund 206 - FIRE FUND:						
TOTAL REVENUES		963,562.07	1,009,200.00	1,009,200.00	778,536.92	77.14
TOTAL EXPENDITURES		831,702.11	883,600.00	883,600.00	629,228.02	71.21
NET OF REVENUES & EXPENDITURES		131,859.96	125,600.00	125,600.00	149,308.90	118.88

ACCOUNT DESCRIPTION	END BALANCE	2024		YTD BALANCE	% BDGT USED	
	12/31/2023	ORIGINAL BUDGET	AMENDED BUDGET	06/30/2024		
	RMAL (ABNORMAL)			RMAL (ABNORMAL)		
Fund 248 - EAST DDA FUND						
Revenues						
Dept 000 - NONE						
402.000	CURRENT PROPERTY TAX	516,934.75	557,000.00	557,000.00	0.00	0.00
402.100	PRIOR YEARS PROPERTY TAXES	0.00	(250.00)	(250.00)	0.00	0.00
412.000	DELQ PERSONAL PROPERTY CAPT	3.63	300.00	300.00	0.00	0.00
414.000	PROPERTY TAX REFUNDS-BOR MTT	0.00	(4,000.00)	(4,000.00)	0.00	0.00
445.000	INTEREST ON TAXES	0.66	500.00	500.00	0.00	0.00
573.000	STATE AID REVENUE-LCSA	69,776.09	69,000.00	69,000.00	0.00	0.00
665.000	INTEREST EARNED	65,903.71	80,000.00	80,000.00	40,109.10	50.14
672.000	OTHER REVENUE	0.00	1,000.00	1,000.00	0.00	0.00
Total Dept 000 - NONE		652,618.84	703,550.00	703,550.00	40,109.10	5.70
TOTAL REVENUES		652,618.84	703,550.00	703,550.00	40,109.10	5.70
Expenditures						
Dept 336 - FIRE DEPARTMENT						
830.000	PUBLIC SAFETY - FIRE PROTECTION	79,658.26	81,000.00	81,000.00	0.00	0.00
Total Dept 336 - FIRE DEPARTMENT		79,658.26	81,000.00	81,000.00	0.00	0.00
Dept 728 - ECONOMIC DEVELOPMENT						
801.000	PROFESSIONAL & CONTRACTUAL SERVICES	6,340.47	21,300.00	21,300.00	9,606.70	45.10
801.001	MAINT- BENCHES/TRASH RECEPTACLES	246.00	5,000.00	5,000.00	0.00	0.00
801.003	SIDEWALK SNOWPLOWING	4,550.00	15,000.00	15,000.00	6,547.21	43.65
801.004	LAWN CARE	13,086.00	35,000.00	35,000.00	10,977.00	31.36
801.005	IRRIGATION / LIGHTING REPAIRS	6,477.25	20,000.00	20,000.00	11,133.59	55.67
801.007	FLOWER / LANDSCAPE MAINTENANCE	7,358.00	47,000.00	47,000.00	12,606.84	26.82
826.000	LEGAL FEES	0.00	4,000.00	4,000.00	0.00	0.00
880.000	COMMUNITY PROMOTION	5,500.00	16,500.00	16,500.00	6,500.00	39.39
883.000	COMMUNITY IMPROVEMENT GRANTS	5,134.67	40,000.00	40,000.00	0.00	0.00
885.000	STREET LIGHT BANNERS/CHRISTMAS	17,085.00	23,000.00	23,000.00	5,928.39	25.78
900.000	PRINTING & PUBLISHING	0.00	250.00	250.00	0.00	0.00
920.000	ELECTRIC/NATURAL GAS	8,403.53	15,000.00	15,000.00	4,757.39	31.72
920.200	WATER & SEWER CHARGES	4,621.02	18,000.00	18,000.00	1,372.90	7.63
940.000	LEASE/RENT	715.00	1,200.00	1,200.00	715.00	59.58
955.000	MISC.	0.00	100.00	100.00	0.00	0.00
957.300	MEMBERSHIP & DUES	375.00	500.00	500.00	0.00	0.00
963.000	PROPERTY/LIABILITY INSURANCE	2,147.92	2,200.00	2,200.00	2,109.43	95.88
967.200	WATER SYSTEM PROJECTS	0.00	100,000.00	100,000.00	0.00	0.00
967.300	SEWER SYSTEM PROJECTS	160,000.00	0.00	0.00	0.00	0.00
967.400	STREET/ROAD PROJECTS	168,571.77	0.00	0.00	0.00	0.00
967.500	SIDEWALK/PATHWAY PROJECTS	0.00	520,000.00	520,000.00	26,500.00	5.10
967.600	PARKS PROJECTS	0.00	90,000.00	90,000.00	0.00	0.00
971.000	CAPITAL OUTLAY-LAND	0.00	550,000.00	550,000.00	0.00	0.00
974.000	LAND IMPRVMENTS-GENERAL	50.45	20,000.00	20,000.00	0.00	0.00
974.200	LAND IMPRVMENTS-PICKARD RIGHT OF WAY	0.00	450,000.00	450,000.00	54.74	0.01
974.201	LAND IMPRVMENTS-5800 PICKARD/ENTERPRIS	100.90	40,000.00	40,000.00	109.48	0.27
974.202	LAND IMPRVMENTS-2120 YATS DR	0.00	210.00	210.00	54.74	26.07
974.203	LAND IMPRVMENTS-JONATHON LANE	100.90	210.00	210.00	109.48	52.13
Total Dept 728 - ECONOMIC DEVELOPMENT		410,863.88	2,034,470.00	2,034,470.00	99,082.89	4.87
TOTAL EXPENDITURES		490,522.14	2,115,470.00	2,115,470.00	99,082.89	4.68
Fund 248 - EAST DDA FUND:						
TOTAL REVENUES		652,618.84	703,550.00	703,550.00	40,109.10	5.70
TOTAL EXPENDITURES		490,522.14	2,115,470.00	2,115,470.00	99,082.89	4.68
NET OF REVENUES & EXPENDITURES		162,096.70	(1,411,920.00)	(1,411,920.00)	(58,973.79)	4.18

ACCOUNT DESCRIPTION	END BALANCE	2024		YTD BALANCE	% BDGT USED	
	12/31/2023 RMAL (ABNORMAL)	ORIGINAL BUDGET	2024 AMENDED BUDGET	06/30/2024 RMAL (ABNORMAL)		
Fund 250 - WEST DDA FUND						
Revenues						
Dept 000 - NONE						
402.000	CURRENT PROPERTY TAX	414,115.58	438,600.00	438,600.00	0.00	0.00
412.000	DELQ PERSONAL PROPERTY CAPT	47.46	50.00	50.00	0.00	0.00
414.000	PROPERTY TAX REFUNDS-BOR MTT	(409.14)	(4,000.00)	(4,000.00)	0.00	0.00
445.000	INTEREST ON TAXES	106.61	200.00	200.00	0.00	0.00
573.000	STATE AID REVENUE-LCSA	1,884.84	1,800.00	1,800.00	0.00	0.00
665.000	INTEREST EARNED	39,141.10	50,000.00	50,000.00	28,342.20	56.68
Total Dept 000 - NONE		454,886.45	486,650.00	486,650.00	28,342.20	5.82
TOTAL REVENUES		454,886.45	486,650.00	486,650.00	28,342.20	5.82
Expenditures						
Dept 336 - FIRE DEPARTMENT						
830.000	PUBLIC SAFETY - FIRE PROTECTION	65,765.91	66,000.00	66,000.00	0.00	0.00
Total Dept 336 - FIRE DEPARTMENT		65,765.91	66,000.00	66,000.00	0.00	0.00
Dept 728 - ECONOMIC DEVELOPMENT						
801.000	PROFESSIONAL & CONTRACTUAL SERVICES	3,370.23	13,300.00	13,300.00	2,925.00	21.99
801.003	SIDEWALK SNOWPLOWING	3,500.00	8,000.00	8,000.00	4,361.40	54.52
880.000	COMMUNITY PROMOTION	5,500.00	16,500.00	16,500.00	6,500.00	39.39
883.000	COMMUNITY IMPROVEMENT GRANTS	0.00	40,000.00	40,000.00	0.00	0.00
900.000	PRINTING & PUBLISHING	0.00	500.00	500.00	0.00	0.00
957.300	MEMBERSHIP & DUES	375.00	500.00	500.00	0.00	0.00
967.400	STREET/ROAD PROJECTS	0.00	50,000.00	50,000.00	0.00	0.00
967.500	SIDEWALK/PATHWAY PROJECTS	0.00	175,000.00	175,000.00	11,125.00	6.36
974.204	LAND IMPRVMENTS-REMUS RD RIGHT OF WAY	0.00	50,000.00	50,000.00	0.00	0.00
Total Dept 728 - ECONOMIC DEVELOPMENT		12,745.23	353,800.00	353,800.00	24,911.40	7.04
TOTAL EXPENDITURES		78,511.14	419,800.00	419,800.00	24,911.40	5.93
Fund 250 - WEST DDA FUND:						
TOTAL REVENUES		454,886.45	486,650.00	486,650.00	28,342.20	5.82
TOTAL EXPENDITURES		78,511.14	419,800.00	419,800.00	24,911.40	5.93
NET OF REVENUES & EXPENDITURES		376,375.31	66,850.00	66,850.00	3,430.80	5.13

ACCOUNT DESCRIPTION	END BALANCE	2024		YTD BALANCE	% BDGT USED
	12/31/2023 RMAL (ABNORMAL)	ORIGINAL BUDGET	AMENDED BUDGET	06/30/2024 RMAL (ABNORMAL)	
Fund 285 - AMERICAN RESCUE PLAN ACT (ARPA)					
Revenues					
Dept 000 - NONE					
539.000 STATE GRANTS	191,001.01	0.00	0.00	0.00	0.00
665.000 INTEREST EARNED	0.00	0.00	0.00	3,785.62	100.00
Total Dept 000 - NONE	191,001.01	0.00	0.00	3,785.62	100.00
TOTAL REVENUES	191,001.01	0.00	0.00	3,785.62	100.00
Expenditures					
Dept 901 - CAPITAL OUTLAY					
976.306 CAPITAL OUTLAY-PARKS EQUIPMENT	191,001.01	0.00	0.00	0.00	0.00
Total Dept 901 - CAPITAL OUTLAY	191,001.01	0.00	0.00	0.00	0.00
Dept 996 - TRANSFER OUT					
995.101 TRANSFER OUT TO GENERAL FUND	7,012.64	0.00	0.00	0.00	0.00
Total Dept 996 - TRANSFER OUT	7,012.64	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	198,013.65	0.00	0.00	0.00	0.00
Fund 285 - AMERICAN RESCUE PLAN ACT (ARPA) :					
TOTAL REVENUES	191,001.01	0.00	0.00	3,785.62	100.00
TOTAL EXPENDITURES	198,013.65	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES	(7,012.64)	0.00	0.00	3,785.62	100.00

ACCOUNT DESCRIPTION	END BALANCE	2024		YTD BALANCE	% BDGT USED
	12/31/2023 RMAL (ABNORMAL)	ORIGINAL BUDGET	AMENDED BUDGET	2024 06/30/2024 RMAL (ABNORMAL)	
Fund 590 - SEWER FUND					
Revenues					
Dept 000 - NONE					
582.000 CONTRIBUTION FROM TRIBE	225,371.17	0.00	0.00	0.00	0.00
583.000 CONTRIBUTION FROM EDA FOR PROJECTS	160,000.00	0.00	0.00	0.00	0.00
626.000 SEWER INSPECTION FEES	7,191.75	2,000.00	2,000.00	0.00	0.00
642.000 SERVICE	1,568,157.33	1,672,580.00	1,672,580.00	861,129.26	51.49
644.300 CONNECTION FEE	272,758.01	78,800.00	78,800.00	25,920.72	32.89
655.000 FINES & FORFEITURES	34,021.47	33,000.00	33,000.00	19,772.20	59.92
665.000 INTEREST EARNED	127,311.06	120,000.00	120,000.00	103,132.25	85.94
670.000 DEBT RETIREMENT	1,311,238.31	1,385,945.00	1,385,945.00	720,750.53	52.00
672.000 OTHER REVENUE	134.30	3,000.00	3,000.00	0.00	0.00
673.000 GAIN/LOSS ON SALE OF ASSETS	400.00	0.00	0.00	0.00	0.00
687.000 REFUNDS & REBATES	2,968.86	3,500.00	3,500.00	0.00	0.00
Total Dept 000 - NONE	3,709,552.26	3,298,825.00	3,298,825.00	1,730,704.96	52.46
TOTAL REVENUES	3,709,552.26	3,298,825.00	3,298,825.00	1,730,704.96	52.46
Expenditures					
Dept 536 - WATER/SEWER SYSTEMS					
702.000 SALARIES & WAGES	283,864.57	310,065.00	310,065.00	133,672.68	43.11
702.200 TEMPORARY LABOR	13,918.13	12,480.00	12,480.00	4,958.25	39.73
702.500 OVERTIME	11,780.65	12,900.00	12,900.00	3,548.16	27.51
702.700 LUMP SUM IN LIEU OF STEP	3,038.07	4,010.00	4,010.00	0.00	0.00
705.000 LEAVE TIME PAYOUT	0.00	5,900.00	5,900.00	0.00	0.00
710.000 EMPLR FICA CONTR	18,730.52	20,354.00	20,354.00	8,476.58	41.65
711.000 EMPLR MEDICARE CONTR	4,380.87	4,760.00	4,760.00	1,982.59	41.65
711.500 UNEMPLOYMENT	274.86	838.00	838.00	231.21	27.59
716.000 EMPLR RETIREMENT CONTR	25,615.67	29,200.00	29,200.00	12,306.24	42.14
718.500 HEALTH INSURANCE	93,488.85	100,787.00	100,787.00	46,744.12	46.38
718.700 HEALTH INS-EE CONTRIBUTIONS	(8,902.22)	(10,800.00)	(10,800.00)	(4,611.54)	42.70
719.000 DENTAL INSURANCE	4,511.78	4,990.00	4,990.00	2,105.00	42.18
719.800 VISION INSURANCE	603.42	727.00	727.00	208.22	28.64
719.900 VISION INS-EE CONTRIBUTIONS	(301.82)	(364.00)	(364.00)	(104.20)	28.63
724.000 WORKER'S COMP	1,470.97	1,371.00	1,371.00	606.34	44.23
725.000 LIFE AND DISABILITY INSURANCE	1,248.06	1,422.00	1,422.00	595.81	41.90
726.000 COMPENSATED ABSENCES	(2,145.60)	0.00	0.00	0.00	0.00
752.000 OFFICE SUPPLIES	602.61	1,500.00	1,500.00	409.01	27.27
754.000 OPERATING SUPPLIES	4,633.53	5,500.00	5,500.00	2,527.41	45.95
759.000 GAS/FUEL	11,185.13	12,000.00	12,000.00	7,743.17	64.53
767.000 UNIFORMS	522.25	1,500.00	1,500.00	865.64	57.71
801.000 PROFESSIONAL & CONTRACTUAL SERVICES	68,482.67	53,350.00	53,350.00	17,535.04	32.87
802.100 SOFTWARE SUPPORT/MAINTENANCE AGREEMENTS	2,558.38	2,840.00	2,840.00	1,957.78	68.94
826.000 LEGAL FEES	300.00	10,000.00	10,000.00	0.00	0.00
850.000 COMMUNICATIONS	2,439.20	3,320.00	3,320.00	1,050.56	31.64
851.000 MAIL/POSTAGE	1,993.33	3,000.00	3,000.00	213.33	7.11
860.000 TRANSPORTATION/MILEAGE REIMBURSEMENT	716.31	800.00	800.00	12.46	1.56
900.000 PRINTING & PUBLISHING	572.08	1,000.00	1,000.00	124.50	12.45
920.000 ELECTRIC/NATURAL GAS	88,280.08	105,000.00	105,000.00	47,212.32	44.96
930.000 REPAIRS	2,064.19	170,000.00	170,000.00	6,104.72	3.59
930.200 MAINT-GROUNDS	323.25	1,500.00	1,500.00	267.31	17.82
930.300 MAINT-BUILDINGS	2,000.00	20,250.00	20,250.00	6,442.84	31.82
933.000 MAINT-VEHICLES	6,643.49	6,000.00	6,000.00	3,243.75	54.06
933.050 MAINT-EQUIPMENT	2,100.78	20,000.00	20,000.00	1,175.43	5.88
933.500 MAINT-LIFT STATIONS	15,897.86	110,000.00	110,000.00	13,446.44	12.22
934.300 OPTO 22 MAINTENANCE	1,708.83	10,000.00	10,000.00	7,915.60	79.16
934.500 MAINT. AGREEMENT ON EQUIPMENT	9,290.54	9,500.00	9,500.00	5,085.47	53.53
955.000 MISC.	110.03	150.00	150.00	0.00	0.00
957.000 PROFESSIONAL DEVELOPMENT	417.50	2,500.00	2,500.00	205.00	8.20
957.100 SEMINAR LODGING	255.39	1,000.00	1,000.00	0.00	0.00
957.200 SEMINAR MEALS	0.00	150.00	150.00	0.00	0.00
957.300 MEMBERSHIP & DUES	243.50	500.00	500.00	1,068.00	213.60
962.000 SAFETY	3,489.63	12,000.00	12,000.00	38.47	0.32
963.000 PROPERTY/LIABILITY INSURANCE	33,752.50	38,000.00	38,000.00	27,341.59	71.95
969.300 HOOKUP LABOR & MATERIAL	7,218.08	7,500.00	7,500.00	186.44	2.49
973.000 CAPITAL PROJECTS-SEWER SYSTEM	768.48	1,027,000.00	1,027,000.00	4,610.00	0.45
977.000 NEW EQUIPMENT PURCHASE	1,088.74	15,000.00	15,000.00	16,316.77	108.78
980.000 NEW OFFICE EQUIPMENT & FURNITURE	559.98	1,000.00	1,000.00	4.24	0.42
980.100 NEW COMPUTER HARDWARE & SOFTWARE	4,370.28	6,000.00	6,000.00	209.99	3.50
Total Dept 536 - WATER/SEWER SYSTEMS	726,165.40	2,156,500.00	2,156,500.00	384,032.74	17.81
Dept 540 - WWTP					
702.000 SALARIES & WAGES	260,132.76	334,912.00	334,912.00	124,596.47	37.20
702.500 OVERTIME	9,343.13	10,000.00	10,000.00	3,730.11	37.30

ACCOUNT DESCRIPTION	END BALANCE	2024		YTD BALANCE	% BGDG USED
	12/31/2023 RMAL (ABNORMAL)	ORIGINAL BUDGET	2024 AMENDED BUDGET	06/30/2024 RMAL (ABNORMAL)	
Fund 590 - SEWER FUND					
Expenditures					
702.700 LUMP SUM IN LIEU OF STEP	3,647.13	5,250.00	5,250.00	0.00	0.00
710.000 EMPLR FICA CONTR	16,242.14	20,660.00	20,660.00	7,604.65	36.81
711.000 EMPLR MEDICARE CONTR	3,798.56	4,832.00	4,832.00	1,778.54	36.81
711.500 UNEMPLOYMENT	190.00	713.00	713.00	186.20	26.12
716.000 EMPLR RETIREMENT CONTR	24,633.03	33,265.00	33,265.00	12,191.05	36.65
718.500 HEALTH INSURANCE	99,308.70	128,620.00	128,620.00	50,480.52	39.25
718.700 HEALTH INS-EE CONTRIBUTIONS	(11,194.36)	(16,339.00)	(16,339.00)	(6,036.78)	36.95
719.000 DENTAL INSURANCE	5,946.42	8,071.00	8,071.00	2,895.46	35.87
719.800 VISION INSURANCE	758.41	1,207.00	1,207.00	376.19	31.17
719.900 VISION INS-EE CONTRIBUTIONS	(379.21)	(604.00)	(604.00)	(188.10)	31.14
724.000 WORKER'S COMP	1,767.51	2,195.00	2,195.00	795.97	36.26
725.000 LIFE AND DISABILITY INSURANCE	1,359.61	1,850.00	1,850.00	656.38	35.48
743.000 CHEMICALS	66,578.71	65,000.00	65,000.00	42,365.49	65.18
744.000 LAB EQUIPMENT & SUPPLIES	28,667.12	38,000.00	38,000.00	14,253.33	37.51
752.000 OFFICE SUPPLIES	758.72	700.00	700.00	332.78	47.54
754.000 OPERATING SUPPLIES	7,641.53	12,000.00	12,000.00	6,096.63	50.81
759.000 GAS/FUEL	3,644.33	5,000.00	5,000.00	1,304.28	26.09
767.000 UNIFORMS	872.30	2,000.00	2,000.00	311.19	15.56
774.100 BIOXIDE	89,138.31	85,000.00	85,000.00	26,928.84	31.68
801.000 PROFESSIONAL & CONTRACTUAL SERVICES	23,961.54	33,800.00	33,800.00	14,255.86	42.18
801.200 CONT. SERV. - BIOSOLIDS LAND APPL.	50,376.34	50,000.00	50,000.00	0.00	0.00
801.250 WASTE/RUBBISH DISPOSAL	0.00	0.00	0.00	8.45	100.00
801.300 CONT. SERV. - LAB ANALYSIS	7,085.00	7,000.00	7,000.00	5,456.00	77.94
850.000 COMMUNICATIONS	6,439.36	3,250.00	3,250.00	1,198.69	36.88
851.000 MAIL/POSTAGE	181.20	500.00	500.00	280.86	56.17
860.000 TRANSPORTATION/MILEAGE REIMBURSEMENT	10.48	250.00	250.00	0.00	0.00
900.000 PRINTING & PUBLISHING	0.00	250.00	250.00	1,734.50	693.80
920.000 ELECTRIC/NATURAL GAS	162,975.72	176,000.00	176,000.00	79,882.20	45.39
920.200 WATER & SEWER QUARTERLY BILLING	7,944.31	10,000.00	10,000.00	4,424.80	44.25
923.000 PROPANE	1,882.24	3,500.00	3,500.00	1,160.33	33.15
930.200 MAINT-GROUNDS	1,697.92	12,100.00	12,100.00	969.32	8.01
930.300 MAINT-BUILDINGS	1,607.35	20,000.00	20,000.00	13,227.76	66.14
933.000 MAINT-VEHICLES	485.59	3,000.00	3,000.00	648.66	21.62
933.050 MAINT-EQUIPMENT	3,095.73	6,000.00	6,000.00	655.19	10.92
934.300 OPTO 22 MAINTENANCE	1,925.95	6,000.00	6,000.00	4,637.54	77.29
934.500 MAINT. AGREEMENT ON EQUIPMENT	750.00	1,700.00	1,700.00	760.80	44.75
934.981 SAMPLING EQUIPMENT MAINT.	577.01	4,000.00	4,000.00	198.46	4.96
934.982 PRELIMINARY TREAT EQUIPM. MAINT.	9,874.81	500,800.00	500,800.00	6,285.09	1.26
934.983 SECONDARY TREAT EQUIP. MAINT.	32,661.89	25,000.00	25,000.00	15,866.68	63.47
934.984 SOLIDS EQUIPMENT MAINT.	21,019.05	25,000.00	25,000.00	12,916.93	51.67
934.985 DISINFECTION EQUIPMENT MAINT.	103.50	6,000.00	6,000.00	0.00	0.00
934.986 INSTRUMENTATION EQUIPMENT MAINT.	4,482.74	3,000.00	3,000.00	224.00	7.47
934.987 TERTIARY FILTER MAINT.	649.78	10,000.00	10,000.00	4,964.95	49.65
949.000 IPP	0.00	500.00	500.00	0.00	0.00
957.000 PROFESSIONAL DEVELOPMENT	1,378.30	5,000.00	5,000.00	675.00	13.50
957.100 SEMINAR LODGING	0.00	500.00	500.00	0.00	0.00
957.200 SEMINAR MEALS	0.00	100.00	100.00	0.00	0.00
957.300 MEMBERSHIP & DUES	578.00	500.00	500.00	86.00	17.20
958.100 PERMITS & FEES	5,500.00	13,000.00	13,000.00	5,500.00	42.31
962.000 SAFETY	2,965.49	5,000.00	5,000.00	1,151.19	23.02
963.000 PROPERTY/LIABILITY INSURANCE	20,077.02	22,000.00	22,000.00	20,397.91	92.72
977.000 NEW EQUIPMENT PURCHASE	4,204.63	5,000.00	5,000.00	289.67	5.79
980.000 NEW OFFICE EQUIPMENT & FURNITURE	0.00	750.00	750.00	150.00	20.00
980.100 NEW COMPUTER HARDWARE & SOFTWARE	11,250.83	2,000.00	2,000.00	2,892.00	144.60
Total Dept 540 - WWTP	998,596.63	1,703,832.00	1,703,832.00	491,558.04	28.85
Dept 906 - DEBT SERVICE					
993.350 BOND INTEREST-RURAL DEVELOPMENT	138,604.87	138,000.00	138,000.00	68,852.68	49.89
Total Dept 906 - DEBT SERVICE	138,604.87	138,000.00	138,000.00	68,852.68	49.89
Dept 960 - DEPRECIATION EXPENSE					
968.000 DEPRECIATION EXPENSE	804,613.24	790,000.00	790,000.00	0.00	0.00
Total Dept 960 - DEPRECIATION EXPENSE	804,613.24	790,000.00	790,000.00	0.00	0.00
TOTAL EXPENDITURES	2,667,980.14	4,788,332.00	4,788,332.00	944,443.46	19.72
Fund 590 - SEWER FUND:					
TOTAL REVENUE	3,709,552.26	3,298,825.00	3,298,825.00	1,730,704.96	52.46

ACCOUNT DESCRIPTION	END BALANCE	2024		YTD BALANCE	% BDGT USED
	12/31/2023 RMAL (ABNORMAL)	ORIGINAL BUDGET	AMENDED BUDGET	2024 06/30/2024 RMAL (ABNORMAL)	
Fund 590 - SEWER FUND					
TOTAL EXPENDITURES	2,667,980.14	4,788,332.00	4,788,332.00	944,443.46	19.72
NET OF REVENUES & EXPENDITURES	1,041,572.12	(1,489,507.00)	(1,489,507.00)	786,261.50	52.79

ACCOUNT DESCRIPTION	END BALANCE	2024		YTD BALANCE	% BGDG USED
	12/31/2023 RMAL (ABNORMAL)	ORIGINAL BUDGET	2024 AMENDED BUDGET	06/30/2024 RMAL (ABNORMAL)	
Fund 591 - WATER FUND					
Revenues					
Dept 000 - NONE					
476.500 REVENUE-REPLACEMENT METERS	0.00	1,000.00	1,000.00	0.00	0.00
539.000 STATE GRANTS	31,137.82	0.00	0.00	0.00	0.00
626.000 WATER INSPECTION FEES	8,695.75	5,000.00	5,000.00	0.00	0.00
643.000 WATER SALES	1,628,851.39	1,592,175.00	1,592,175.00	836,717.91	52.55
643.100 BULK WATER SALES	6,625.00	1,500.00	1,500.00	10,232.00	682.13
643.200 FINAL READ	3,978.00	4,000.00	4,000.00	1,474.20	36.86
643.300 TURN-OFF	4,575.00	4,000.00	4,000.00	3,231.00	80.78
644.000 LATERALS	0.00	2,500.00	2,500.00	0.00	0.00
644.200 BENEFIT FEES	94,510.38	52,500.00	52,500.00	5,384.00	10.26
645.000 CONNECTION FEES	28,538.00	52,500.00	52,500.00	7,359.00	14.02
655.000 FINES & FORFEITURES	18,305.77	20,000.00	20,000.00	10,247.49	51.24
665.000 INTEREST EARNED	125,251.64	120,000.00	120,000.00	95,264.26	79.39
671.000 LEASES - TOWER RENTAL	58,626.66	56,000.00	56,000.00	32,996.05	58.92
672.000 OTHER REVENUE	2,634.01	8,000.00	8,000.00	1,417.15	17.71
673.000 GAIN/LOSS ON SALE OF ASSETS	400.00	0.00	0.00	0.00	0.00
687.000 REFUNDS & REBATES	3,468.58	3,500.00	3,500.00	0.00	0.00
Total Dept 000 - NONE	2,015,598.00	1,922,675.00	1,922,675.00	1,004,323.06	52.24
TOTAL REVENUES	2,015,598.00	1,922,675.00	1,922,675.00	1,004,323.06	52.24
Expenditures					
Dept 536 - WATER/SEWER SYSTEMS					
702.000 SALARIES & WAGES	447,071.32	515,060.00	515,060.00	232,173.52	45.08
702.200 TEMPORARY LABOR	14,973.75	12,480.00	12,480.00	5,717.25	45.81
702.500 OVERTIME	37,092.25	44,900.00	44,900.00	16,777.26	37.37
702.700 LUMP SUM IN LIEU OF STEP	5,075.07	6,120.00	6,120.00	0.00	0.00
705.000 LEAVE TIME PAYOUT	0.00	5,900.00	5,900.00	0.00	0.00
710.000 EMPLR FICA CONTR	30,199.41	34,521.00	34,521.00	15,169.94	43.94
711.000 EMPLR MEDICARE CONTR	7,062.16	8,074.00	8,074.00	3,547.55	43.94
711.500 UNEMPLOYMENT	350.01	1,100.00	1,100.00	319.31	29.03
716.000 EMPLR RETIREMENT CONTR	42,670.38	51,900.00	51,900.00	22,820.16	43.97
718.500 HEALTH INSURANCE	150,773.95	177,959.00	177,959.00	86,016.24	48.33
718.700 HEALTH INS-EE CONTRIBUTIONS	(15,359.08)	(21,012.00)	(21,012.00)	(9,077.30)	43.20
719.000 DENTAL INSURANCE	7,684.25	10,273.00	10,273.00	4,125.34	40.16
719.800 VISION INSURANCE	1,065.71	1,501.00	1,501.00	478.41	31.87
719.900 VISION INS-EE CONTRIBUTIONS	(532.70)	(751.00)	(751.00)	(239.12)	31.84
724.000 WORKER'S COMP	5,082.42	6,093.00	6,093.00	2,530.87	41.54
725.000 LIFE AND DISABILITY INSURANCE	2,100.21	2,632.00	2,632.00	1,149.32	43.67
726.000 COMPENSATED ABSENCES	(3,552.51)	0.00	0.00	0.00	0.00
752.000 OFFICE SUPPLIES	493.09	1,600.00	1,600.00	804.81	50.30
753.000 PROCESS CHEMICALS/CHLORINE	65,820.55	70,000.00	70,000.00	31,242.00	44.63
754.000 OPERATING SUPPLIES	12,093.27	11,000.00	11,000.00	7,750.61	70.46
759.000 GAS/FUEL	10,103.32	12,000.00	12,000.00	5,012.34	41.77
767.000 UNIFORMS	522.24	2,000.00	2,000.00	997.91	49.90
774.100 MXU	6,010.00	7,000.00	7,000.00	0.00	0.00
801.000 PROFESSIONAL & CONTRACTUAL SERVICES	67,895.66	116,350.00	116,350.00	45,523.57	39.13
801.010 LAB FEES	10,571.43	25,000.00	25,000.00	4,634.27	18.54
801.025 HYDRANT FLUSHING	0.00	(10,000.00)	(10,000.00)	0.00	0.00
801.750 WELL HEAD PROTECTION	0.00	500.00	500.00	0.00	0.00
801.800 WATER STUDY	0.00	20,000.00	20,000.00	0.00	0.00
802.100 SOFTWARE SUPPORT/MAINTENANCE AGREEMENTS	2,558.39	2,840.00	2,840.00	1,957.79	68.94
826.000 LEGAL FEES	300.00	10,000.00	10,000.00	0.00	0.00
850.000 COMMUNICATIONS	4,271.71	4,780.00	4,780.00	1,863.35	38.98
851.000 MAIL/POSTAGE	2,235.55	3,700.00	3,700.00	478.67	12.94
860.000 TRANSPORTATION/MILEAGE REIMBURSEMENT	707.12	750.00	750.00	12.46	1.66
900.000 PRINTING & PUBLISHING	4,173.16	5,400.00	5,400.00	4,727.66	87.55
920.000 ELECTRIC/NATURAL GAS	152,213.34	180,000.00	180,000.00	72,515.14	40.29
930.000 EQUIPMENT REPAIRS	32,004.72	60,000.00	60,000.00	13,041.49	21.74
930.200 MAINT-GROUNDS	323.25	15,472.00	15,472.00	302.30	1.95
930.300 MAINT-BUILDINGS	4,123.98	20,250.00	20,250.00	7,142.23	35.27
933.000 MAINT-VEHICLES	8,268.97	6,000.00	6,000.00	4,550.36	75.84
933.050 MAINT-EQUIPMENT	1,593.94	10,000.00	10,000.00	2,607.56	26.08
933.100 MAINT-WATER WELLS	1,789.62	62,000.00	62,000.00	2,555.00	4.12
933.200 MAINT-TREATMENT PLANTS	18,037.58	15,000.00	15,000.00	2,252.67	15.02
933.300 MAINT-WATER TOWERS	1,783.99	22,000.00	22,000.00	67.98	0.31
934.300 OPTO 22 MAINTENANCE	6,607.61	15,000.00	15,000.00	5,937.38	39.58
934.500 MAINT. AGREEMENT ON EQUIPMENT	7,568.24	7,700.00	7,700.00	3,513.32	45.63
940.500 ROYALTIES	5,057.36	5,000.00	5,000.00	2,321.16	46.42
955.000 MISC.	101.00	150.00	150.00	0.00	0.00
957.000 PROFESSIONAL DEVELOPMENT	2,952.50	5,000.00	5,000.00	1,145.00	22.90
957.100 SEMINAR LODGING	255.39	1,000.00	1,000.00	0.00	0.00
957.200 SEMINAR MEALS	72.89	450.00	450.00	0.00	0.00
957.300 MEMBERSHIP & DUES	338.50	1,200.00	1,200.00	329.00	27.42

ACCOUNT DESCRIPTION	END BALANCE	2024		YTD BALANCE	% BDGT USED
	12/31/2023 RMAL (ABNORMAL)	ORIGINAL BUDGET	AMENDED BUDGET	06/30/2024 RMAL (ABNORMAL)	
Fund 591 - WATER FUND					
Expenditures					
962.000 SAFETY	3,507.29	12,000.00	12,000.00	38.48	0.32
963.000 PROPERTY/LIABILITY INSURANCE	30,045.62	31,000.00	31,000.00	30,567.29	98.60
969.200 METER REPLACEMENT PROGRAM	25,109.79	30,000.00	30,000.00	7,319.62	24.40
969.300 HOOKUP LABOR & MATERIAL	20,922.70	60,000.00	60,000.00	13,145.00	21.91
972.000 CAPITAL PROJECTS-WATER SYSTEM	155.45	2,550,154.00	2,550,154.00	228,985.00	8.98
972.001 CAPITAL PROJECTS-DWSRF-WELL	0.00	0.00	0.00	14,775.00	100.00
972.002 CAPITAL PROJECTS-DWSRF-WATERMAIN	0.00	0.00	0.00	133,933.25	100.00
972.003 CAPTIAL PROJECTS-DWSRF-WTR PLANT	0.00	0.00	0.00	25,525.00	100.00
972.004 CAPITAL PROJECTS-DWSRF-LEAD SERVICE LINE	0.00	0.00	0.00	4,300.50	100.00
977.000 NEW EQUIPMENT PURCHASE	9,056.73	17,500.00	17,500.00	18,861.02	107.78
980.000 NEW OFFICE EQUIPMENT & FURNITURE	542.10	1,000.00	1,000.00	333.19	33.32
980.100 NEW COMPUTER HARDWARE & SOFTWARE	5,615.77	8,500.00	8,500.00	209.99	2.47
Total Dept 536 - WATER/SEWER SYSTEMS	1,257,560.42	4,276,046.00	4,276,046.00	1,082,788.12	25.32
Dept 906 - DEBT SERVICE					
993.002 BOND INTEREST - (2010 WATER)	42,745.26	39,600.00	39,600.00	19,752.50	49.88
993.800 BOND ISSUE COST AMORTIZATION	1,578.75	1,579.00	1,579.00	1,578.75	99.98
993.900 BOND - PAYING AGENT FEES	750.00	750.00	750.00	0.00	0.00
Total Dept 906 - DEBT SERVICE	45,074.01	41,929.00	41,929.00	21,331.25	50.87
Dept 960 - DEPRECIATION EXPENSE					
968.000 DEPRECIATION EXPENSE	433,944.19	430,000.00	430,000.00	0.00	0.00
Total Dept 960 - DEPRECIATION EXPENSE	433,944.19	430,000.00	430,000.00	0.00	0.00
TOTAL EXPENDITURES	1,736,578.62	4,747,975.00	4,747,975.00	1,104,119.37	23.25
Fund 591 - WATER FUND:					
TOTAL REVENUES	2,015,598.00	1,922,675.00	1,922,675.00	1,004,323.06	52.24
TOTAL EXPENDITURES	1,736,578.62	4,747,975.00	4,747,975.00	1,104,119.37	23.25
NET OF REVENUES & EXPENDITURES	279,019.38	(2,825,300.00)	(2,825,300.00)	(99,796.31)	3.53
TOTAL REVENUES - ALL FUNDS	10,602,079.40	10,786,000.00	10,786,000.00	4,843,159.39	44.90
TOTAL EXPENDITURES - ALL FUNDS	8,030,140.33	16,343,936.00	16,343,936.00	3,719,294.03	22.76
NET OF REVENUES & EXPENDITURES	2,571,939.07	(5,557,936.00)	(5,557,936.00)	1,123,865.36	20.22

Policy Governance Executive Limitations Evaluation Form

A tool to be used by individual Board members as they evaluate the internal monitoring reports

Policy being monitored: **2.5 – Financial Conditions & Activities**

- 1. Was this report submitted when due? Yes No
 - 2. Did the report lay out the Manager’s interpretation or an operational definition of the policy? Yes No
 - 3. Is the interpretation justified or is proof provided to explain why the interpretation is reasonable? Yes No
 - 4. Was I convinced that the interpretation is justified and reasonable? Yes No
 - 5. Did the interpretation address all aspects of the policy? Yes No
 - 6. Does the data show compliance with the Manager’s interpretation of our policy? Yes No
-

Comments regarding further policy development:

- 1. Is there any area regarding this policy that you worry about that is not clearly addressed in existing policy?

- 2. What policy language would you like to see incorporated to address your concern?

Signature and date of Board member _____

REQUEST FOR TOWNSHIP BOARD ACTION

To: Board of Trustees **DATE:** July 18, 2024

FROM: Mark Stuhldreher, Township Manager **DATE FOR BOARD CONSIDERATION:** 07/24/2024

ACTION REQUESTED: Board of Trustees annual review of Board Governance Policy No. 4.4 – Monitoring Township Manager Performance

Current Action Emergency

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

Finance Approval _____ *MDS*

BACKGROUND INFORMATION

The Board Governance Policy was originally adopted in 2010 with subsequent amendments in the intervening years, the most recent being earlier this year. The purpose of the Policy is to assist the Board of Trustees in the execution of their duties as a policy making body. Through the articulation of various policies within the totality of the document, the Board of Trustees is encouraged to focus on long-term organizational outputs and the discharge of its fiduciary responsibilities.

Certain policies, such as Policy 4.4 (Monitoring Township Management Performance), are to be reviewed and monitored for compliance on an annual basis.

Board Policy 4.4 – Monitoring Township Manager Performance

At the highest level, the Policy states: *“Systematic and rigorous monitoring of Township Manager job performance will be solely against the only expected Township Manager job outputs: organizational accomplishment of board policies on Ends and organizational operation within the boundaries established in board policies on Executive Limitations.”*

Due to the length, the entire policy is attached. Following the policy is an evaluation section that can be used for the review/discussion of Policy No. 4.4

Related to the review of policy 4.4, at the August 28, 2024, Board meeting, Governance Policy 4.5 (Township Manager Performance Review and Contract) will be on the agenda. This is the annual review of the Manager’s performance and the employment contract between the Manager and the Township as required by policy 4.5.

Attached is the evaluation tool that has been used in the past. Please complete this prior to the August 23rd board meeting as the evaluation Township Manager’s performance should take place at that meeting.

SCOPE OF SERVICES

Not applicable

JUSTIFICATION

An annual review of Board Policies allows for the Board of Trustees to monitor itself regarding adherence to policies that apply to the Board of Trustees.

PROJECT IMPROVEMENTS

The following Board of Trustees goals are addressed in this review (From Policy 1.0: Global End)

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

COSTS

Not applicable

PROJECT TIME TABLE

Not applicable

RESOLUTION

Not applicable

Board Compliance Monitoring Tool

Policy: 4.4 – Monitoring Township Manager Performance
Type: Direct Inspection
Occurrence: Annual
Date: July 2024

Policy:

Systematic and rigorous monitoring of Township Manager job performance will be solely against the only expected Township Manager job outputs: organizational accomplishment of board policies on Ends and organizational operation within the boundaries established in board policies on Executive Limitations.

Accordingly:

- 4.4.1 Monitoring is simply to determine the degree to which board policies are being met. Data which do not do this will not be considered to be monitoring data.
- 4.4.2 The board will acquire monitoring data by one or more of three methods: (a) by internal report, in which the Township Manager discloses compliance information to the board, (b) by external report, in which an external, disinterested third party selected by the board assesses compliance with board policies, and (c) by direct board inspection, in which a designated member or members of the board assess compliance with the appropriate policy criteria.
- 4.4.3 In every case, the standard for compliance shall be *any reasonable Township Manager interpretation* of the board policy being monitored.
- 4.4.4 All policies which instruct the Township Manager will be monitored at a frequency and by a method chosen by the board. The board can monitor any policy at any time by any method, but will ordinarily depend on a routine schedule, as presented in Schedule A (attached).

Monitoring Schedule by Policy

#	Title	Type of Report ¹	Frequency	Report Due
1.0	Global End	Internal	Annual	March
1.1	Community Well-Being	Internal	Annual	March
1.2	Prosperity	Internal	Annual	March
1.3	Safety	Internal	Annual	March
1.4	Health	Internal	Annual	March
1.5	Natural Environment	Internal	Annual	March
1.6	Commerce	Internal	Annual	March
2.0	Global Executive Constraint	Internal	Annual	July
2.1	Treatment of Consumers	Internal	Annual	Jan
2.2	Treatment of Staff	Internal	Annual	Feb
2.3	Compensation & Benefits	Internal	Annual	May
2.4	Financial Planning/Budgeting	Internal	Annual	Dec
2.5	Financial Condition & Activities	Internal	Quarterly	Jan, Apr, July, Oct
2.5	Financial Condition & Activities	External	Annual	June
2.5.10	Cash Flow Ratio	Internal	Monthly	
2.6	Asset Protection	Internal	Annual	Apr
2.7	Ends Focus of Grants and Contracts	Internal	Annual	June
2.8	Emergency Township Manager Succession	Internal	Annual	Nov
2.9	Collaboration with Other Entities	Internal	Annual	Aug
2.10	Communication & Support to the Board	Internal	Annual	Sept
3.0	Global Governance Process	Direct Inspection	Annual	Dec
3.1	Governing Style	Direct Inspection	Annual	Jan
3.2	Board Job Description	Direct Inspection	Annual	Feb
3.3	Board Member's Code of Conduct	Direct Inspection	Annual	Mar
3.4	Agenda Planning	Direct Inspection	Annual	Apr
3.5	Board Commission and Community Linkage	Direct Inspection	Annual	June
3.6	Supervisor's Role	Direct Inspection	Annual	June
3.7	Duties of the Elected Department Heads	Direct Inspection	Annual	June
3.8	Board Committee Principles	Direct Inspection	Annual	Nov
3.9	Board Committee Structure	Direct Inspection	Annual	Nov
3.10	Cost of Governance	Direct Inspection	Annual	May
4.0	Global Board-Twp Mgmt Linkage	Direct Inspection	Annual	Sept
4.1	Unity of Control	Direct Inspection	Annual	Sept
4.2	Accountability of the Township Mgr	Direct Inspection	Annual	Aug
4.3	Delegation to the Township Mgr	Direct Inspection	Annual	Oct
4.4	Monitoring Twp Mgr & Mgmt Team Performance	Direct Inspection	Annual	July
4.5	Township Mgr Compensation & Benefits	Direct Inspection	Annual	Aug

¹Internal is reporting by Manager to Board and involves Board review of policy applicable to the Manager; External is review of policy by outside entity; Direct Inspection is Board review of policy applicable to Board

Charter Township of Union – Township Manager Evaluation Form

Please rate the Performance of Mark Stuhldreher for the items below based on the following scale:

- 1 - Unacceptable
 - 2 - Needs improvement
 - 3 - Meets expectations
 - 4 - Exceeds expectations
 - 5 – Excellent
-

4.4 POLICY TITLE: MONITORING TOWNSHIP MANAGER PERFORMANCE

Systematic and rigorous monitoring of Township Management job performance will be solely against the only expected Township Management job outputs: organizational accomplishment of board policies on **Global Ends** and organizational operation within the boundaries established in board policies on **Executive Limitations**.

Accordingly:

- 4.4.1 Monitoring is simply to determine the degree to which board policies are being met. Data which do not do this will not be considered to be monitoring data.
 - 4.4.2 The board will acquire monitoring data by one or more of three methods: (a) by internal report, in which the Township Management discloses compliance information to the board, (b) by external report, in which an external, disinterested third party selected by the board assesses compliance with board policies, and (c) by direct board inspection, in which a designated member or members of the board assess compliance with the appropriate policy criteria.
 - 4.4.3 In every case, the standard for compliance shall be *any reasonable Township Manager interpretation* of the board policy being monitored.
 - 4.4.4 All policies which instruct the Township Management will be monitored at a frequency and by a method chosen by the board. The board can monitor any policy at any time by any method, but will ordinarily depend on a routine schedule, as presented in Schedule A.
-

Evaluation

Global Ends

1.1 Residents engage in a vibrant community life.

Score _____

1.2 All residents can thrive and achieve more than their basic needs.

Score _____

1.3 All residents may enjoy a safe and healthy environment and resources that are essential for their well-being and quality of life.

Score _____

1.4 Residents can enjoy the natural resources and green space of the township.

Score _____

1.5 New and innovative commercial establishments and advance manufacturing, distribution, engineering, and research facilities are drawn to Union Township through commerce-friendly economic development policies consistent with MEDC Redevelopment Ready Communities program best practices.

Score _____

Executive Limitations

2.0 POLICY TITLE: GLOBAL EXECUTIVE CONSTRAINT

Township Management shall not cause or allow any practice, activity, decision, or organizational circumstance, which is either unlawful, imprudent or in violation of commonly accepted public administrative practice and professional ethics.

Score _____

2.1 POLICY TITLE: TREATMENT OF CONSUMERS

With respect to interactions with consumers or those applying to be consumers, Township Management shall not cause or allow conditions, procedures, or decisions that are unsafe, undignified, unclear, unprofessional, indirect, untimely, inaccurate, or unnecessarily intrusive.

Score _____

2.2 POLICY TITLE: *TREATMENT OF STAFF*

With respect to the treatment of paid and volunteer staff, Township Management may not cause or allow conditions which are unfair, undignified, disorganized, unclear or violate collective bargaining agreements.

Score _____

2.3 POLICY TITLE: COMPENSATION AND BENEFITS

With respect to employment, compensation, and benefits to employees, consultants, contract workers, volunteers and collective bargaining units, the Township Management shall not cause or allow jeopardy to fiscal integrity or public image.

Score _____

2.4 POLICY TITLE: *FINANCIAL PLANNING/BUDGETING*

Financial planning for any fiscal year or the remaining part of any fiscal year shall not deviate materially from board's Ends priorities, risk fiscal jeopardy, or fail to be derived from a multi-year plan.

Score _____

2.5 POLICY TITLE: FINANCIAL CONDITION AND ACTIVITIES

With respect to the actual, ongoing financial condition and activities, the Township Management shall not cause or allow the development of fiscal jeopardy or a material deviation of actual expenditures from board priorities established in Ends policies

Score _____

2.6 POLICY TITLE: *ASSET PROTECTION*

Township Management shall not allow corporate assets to be unprotected, inadequately maintained, or unnecessarily risked.

Score _____

2.7 POLICY TITLE: ENDS FOCUS OF GRANTS AND CONTRACTS

The Township Management may not enter into any grants and contract arrangements that fail to emphasize primarily the production of Ends and, secondarily, the avoidance of unacceptable means.

Score _____

2.8 POLICY TITLE: EMERGENCY TOWNSHIP MANAGER SUCCESSION

In order to protect the board from sudden loss of Township Manager services, the Township Manager shall not operate without a written plan identifying no fewer than two other named executives familiar with Board and Township Manager issues and processes.

Score _____

2.9 POLICY TITLE: COLLABORATION WITH OTHER ENTITIES

In order to maximize achievement of Ends, the Township Manager shall not fail to explore strategic partnerships and intergovernmental cooperation, and to optimize collaboration with other entities in the region where appropriate.

Score _____

2.10 POLICY TITLE: COMMUNICATION AND SUPPORT TO THE BOARD

The Township Manager shall not permit the board to be uninformed or unsupported in its work.

Score _____

What things does the Manager do well?

What areas could the Manager improve on?

General Comments

Total Points

Global Ends _____ Out of 25 Possible Points

Executive Constraints _____ Out of 55 Possible Points

Total _____ Out of 80 Possible Points

Average Score _____ (Total points divided by 16 categories)