



BOARD OF TRUSTEES
Regular Meeting
May 14, 2025
7:00 p.m.

1. CALL MEETING TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. APPROVAL OF AGENDA
5. PRESENTATIONS
 - a. Isabella County Material Recovery Facility (MRF) Materials Management Plan by Jake Borton
6. PUBLIC HEARINGS
7. PUBLIC COMMENT: Restricted to three minutes regarding items on this agenda

Note: This is an opportunity for comments only, questions to the Board will not be answered at this time. For specific answers to questions, please call Township Hall (989-772-4600)
8. CLOSED SESSION
9. REPORTS/BOARD COMMENTS
 - A. Current List of Boards and Commissions – Appointments as needed
 - B. Board Member Reports
10. CONSENT AGENDA
 - A. Communications
 - B. Minutes – April 23, 2025 – Regular Meeting
 - C. Accounts Payable
 - D. Payroll
 - E. Meeting Pay
 - F. Fire Reports
 - G. Well #10 Maintenance and Cleaning
11. NEW BUSINESS
 - A. Discussion/Action: (Board of Trustees) Accept resignation letter from Board of Review Member Jacob Trudell-Lozano
 - B. Discussion/Action: (Nanney) Second Reading and Adoption of the Zoning Ordinance Amendments-Limited Allowance for Additional Building Height

- C. Discussion/Action: (Stuhldreher) Attorney Lawler's request for payment of outstanding invoices
- D. Discussion/Action: (Board of Trustees) Continuation off Board of Trustees Review of Existing Policy Ends 1.0 – 1.5

12. EXTENDED PUBLIC COMMENT: Restricted to 5 minutes regarding any issue

Note: This is an opportunity for comments only, questions to the Board will not be answered at this time. For specific answers to questions, please call Township Hall (989-772-4600)

13. MANAGER COMMENTS

14. FINAL BOARD MEMBER COMMENT

15. ADJOURNMENT

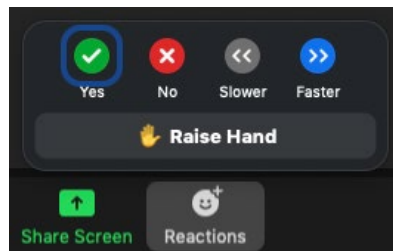
Hybrid Meeting Instructions for the Charter Township of Union Board of Trustees Meeting

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

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

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

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



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

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

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

Board Expiration Dates

Planning Commission Board Members (9 Members) 3 year term			
#	F Name	L Name	Expiration Date
1-BOT Representative	James	Thering	11/20/2028
2-Chair	Phil	Squattrito	2/15/2026
3-Vice Chair	Stan	Shingles	2/15/2027
4-Secretary	Jessica	Lapp	2/15/2026
5 - Vice Secretary	Thomas	Olver	2/15/2027
6	John	Hayes	2/15/2028
7	Everett	Bradshaw	2/15/2028
8	Nivia	McDonald	2/15/2026
9	Philip	Browne Jr.	2/15/2028
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	Nivia	McDonald	2/15/2026
4 -	Lori	Rogers	12/31/2026
5 -	Brian	Clark	12/31/2027
Alt. #1	David	Coyne	12/31/2027
Alt #2	Vacant		12/31/2026
Board of Review (3 Members) 2 year term			
#	F Name	L Name	Expiration Date
1	Jeanette	Corbin	12/31/2026
2	Sarvjit	Chowdhary	12/31/2026
3	Jacob	Trudell-Lozano	12/31/2026
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	12/31/2026
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	11/20/2028
3	James	Zalud	4/14/2027
4	Richard	Barz	2/13/2029
5	Robert	Bacon	1/13/2027
6	Marty	Figg	6/22/2026
7	Sarvjit	Chowdhary	6/22/2027
8	Vacant		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		
Cultural and Recreational Commission (1 seat from Township) 3 year term			
#	F Name	L Name	Expiration Date
1	Miranda	Ley	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
Local Election Commission Committee (3 BOT Members) 4 year term			
#	F Name	L Name	Expiration Date
1	Lisa	Cody	11/20/2028
2	Lori	Rogers	11/20/2028
3	Jeff	Brown	11/20/2028

2025 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 April 23, 2025, at 7:00 p.m. at the Union Township Hall.

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

Rogers moved Lannen supported to appoint Trustee Ley as temporary Clerk. Vote: Ayes: 5 Nays: 0. Motion carried.

Roll Call

Present:

Supervisor Mielke, Treasurer Rogers, Trustee Brown, Trustee Lannen, and Trustee Ley

Excused: Trustee Thering and Clerk Cody (arrived at 7:14 p.m.)

Approval of Agenda

Rogers moved Brown supported to approve the agenda as presented. Vote: Ayes: 5. Nays: 0. Motion carried.

Presentation

Public Hearing

Public Comment

Open: 7:02 p.m.

Rod Bower, RCL Construction, 777 W. Maynard Rd. Sanford, MI, spoke regarding the Construction Contract Bid approval for the upgrade of Pump Station #5 and urged the Board to consider awarding the contract to RCL Construction.

Closed: 7:05 p.m.

Reports/Board Comments

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

B. April Monthly Activity Report

C. Planning Commission, EDA, and ZBA updates by Community and Economic Development Director

D. Board Member Reports

Rogers gave an update on the Isabella County Road Commission

Lannen gave updates on the Annual Joint meeting of Township Board and the Isabella County MTA meeting,

Brown gave an update on the City of Mt. Pleasant Commission Meeting.

*** 7:14 p.m. Clerk Cody arrived**

Cody gave updates on the Public Accuracy Testing, the Election Commission meeting, and the MTA meeting

Consent Agenda

- A. Communications
- B. Minutes – April 9, 2025 – Regular Meeting and April 16, 2025 Annual Joint Meeting
- C. Accounts Payable
- D. Payroll
- E. Meeting Pay
- F. Fire Reports
- G. FY2025 Township Truck Purchase Approval

Rogers moved **Brown** 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 amendment to Private Road Ordinance No. 24-01

Rogers moved **Ley** supported to conduct a Second Reading of the proposed amendment to the Private Road Ordinance No. 24-01 to expand turnaround area design options for smaller private roads serving up to eight (8) lots, and to adopt the amendatory ordinance as Ordinance number 25-01. **Roll Call Vote: Ayes: Mielke, Cody, Rogers, Brown, Lannen, and Ley. Nays: 0. Motion carried.**

B. Discussion/Action: (Nanney) Introduction and First Reading of Zoning Ordinance Amendments – Limited Allowance for Additional Building Height

Brown moved **Rogers** supported to introduce and conduct a First Reading for the proposed PTXT25-01 amendments to Section 3.4 (Permitted Uses by District) and Section 6.34 (Public and Institutional Uses) to revise and extend a limited allowance for additional building height above the maximum otherwise allowed in the zoning district for Public and Institutional Uses, Religious Institutions, Business Schools, Colleges, Universities, and Indoor Publicly-Owned Recreation Facilities, as recommended by the Planning Commission. **Roll Call Vote: Ayes: Mielke, Cody, Rogers, Brown, Lannen, and Ley. Nays: 0. Motion carried.**

C. Discussion/Action: (Smith) Wastewater Treatment Plant (WWTP) Fine Screen Installation Engineering Contract Approval

Brown moved **Ley** supported to approve the Engineering and Construction Services Contract for the installation of a second fine screen located at the Wastewater Treatment Plant in the amount of \$47,500 and authorize the Township Manager to sign the contract. **Roll Call Vote: Ayes: 6. Nays: 0. Motion carried.**

D. Discussion/Action: (Smith) Pump Station #5 Construction Contract Award

Rogers moved **Lannen** supported to approve the Construction Contract with the Isabella Corporation for the upgrade of Pump Station #5 located on Concourse Drive in the amount of \$693,250 and authorize the Township Manager to sign the contract. **Roll Call Vote: Ayes: Mielke, Cody, Rogers, Brown, Lannen, and Ley. Nays: 0. Motion carried.**

E. Discussion/Action: (Smith) Drinking Water Revolving Fund (DWSRF) ARPA Grant Division C Change Order #1 Approval

Lannen moved **Brown** supported to approve of Change Order #1 with JR Heineman for the EGLE Drinking Water State Revolving Fund (DWSRF) ARPA Grant Division C Water Treatment Plant Expansion Project in the amount of \$553,425.46. **Roll Call Vote: Ayes: Mielke, Cody, Rogers, Brown, Lannen, and Ley. Nays: 0. Motion carried.**

F. Discussion/Action: (Teall) Policy Governance 2.5 Financial Condition and Activities

Discussion by the Board

G. Discussion/Action: (Stuhldreher) Policy Governance 2.6 Asset Protection

Discussion by the Board

H. Discussion/Action: (Board of Trustees) Policy Governance 3.4 Agenda Planning

Discussion by the Board

EXTENDED PUBLIC COMMENT: RESTRICTED TO 5 MINUTES REGARDING ANY ISSUE

Open: 8:25 p.m.

No comments were offered

Closed: 8:25 p.m.

MANAGER'S COMMENTS

- Spoke on the perspective of asset protection related to pursuing civil action against a property owner for noncompliance with the ZBA.

FINAL BOARD MEMBER COMMENT

Brown – Thanked Trustee Ley for covering his meeting on April 15th and spoke on asset protection.

Lannen – Gave a shout out to the League of Women Voters for organizing tonight's event at the Commission on Aging, providing citizens the opportunity to meet face-to-face with local government officials.

Ley – Encouraged voters to register to vote for the Special Election in May

Mielke – Gave a shout out to the League of Women Voters and expressed hope that attendees waited for the Township officials to arrive at the event.

ADJOURNMENT

Rogers moved Brown supported to adjourn the meeting at 8:30 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						
05/02/2025	101	787 (E)	00146	CONSUMERS ENERGY	5240 E BROOMFIELD	1,343.39
					900 MULBERRY	63.37
					2270 NORTHWAY DR	36.77
					5537 E BROADWAY	362.24
					4244 E BLUEGRASS	199.73
					2188 E PICKARD	108.40
					1776 E PICKARD	47.41
					2495 E DEERFIELD	505.42
					1046 S MISSION	178.58
					4795 S MISSION	3,270.27
					4797 S MISSION ST BARN	745.38
					5228 S ISABELLA	8,423.81
					4822 ENCORE	165.50
					5076 S MISSION	1,630.59
					1933 S ISABELLA	836.56
					5144 BUDD	44.49
					5142 BUDD	226.90
					1660 BELMONT	132.21
					3998 E DEERFIELD	147.63
					1633 S LINCOLN	299.80
					5525 E REMUS	74.66
					1605 SCULLY	77.91
					2279 S MERIDIAN	2,031.36
					5369 S CRAWFORD	106.40
					3248 S CONCOURSE	222.39
					2424 W MAY	724.04
					5319 E AIRPORT	99.01
					2180 S LINCOLN	30.30
					2010 S LINCOLN	1,286.58
					800 CRAIG HILL	80.82
					4520 E RIVER	470.29
					1876 E PICKARD	235.86
					4511 E RIVER	15,012.57
					2010 S LINCOLN L4	75.78
					48858 LED	647.59
					STREET LIGHTS	1,595.36
						<u>41,539.37</u>
05/02/2025	101	788 (E)	00146	VOID		
				Void Reason: Created From Check Run Process		V
05/02/2025	101	789 (E)	00146	VOID		
				Void Reason: Created From Check Run Process		V
05/02/2025	101	790 (E)	01186	COYNE PROPANE LLC	BULK PROPANE	1,085.67
05/02/2025	101	791 (E)	01105	MASTERCARD	MASTERCARD-STUHLBREHER	141.96
					MASTERCARD-TEALL	274.21
					MASTERCARD-SOMMER	671.65
					MASTERCARD-BEBOW	995.19
					MASTERCARD-PLONT	384.76
					MASTERCARD-DEARING	569.85
					MASTERCARD-HOHLBEIN	39.74
					MASTERCARD-WALDRON	323.99
					MASTERCARD-CRAWFORD	52.35
					MASTERCARD-FUSSMAN	40.01
					MASTERCARD-MCBRIDE	009
						<u>1,201.99</u>

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CHECK REGISTER FOR CHARTER TOWNSHIP OF UNION
CHECK DATE FROM 04/24/2025 - 05/14/2025

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Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
					MASTERCARD-OCKERT	277.47
					MASTERCARD-NANNEY	15.00
					MASTERCARD-NANNEY	2,092.02
					MASTERCARD-ROGERS	1,218.08
						<u>8,298.27</u>
05/08/2025	101	792 (E)	00155	COYNE OIL CORPORATION	FUEL IN TOWNSHIP VEHICLES-APR 2025	2,276.98
05/14/2025	101	26340	01358	21ST CENTURY MEDIA-MICHIGAN	PUBLIC NOTICE-PROPOSED ZONING ORDINANCE	215.00
					PUBLIC NOTICE-AMENDATORY ORDINANCE 25-01	196.65
					PUBLIC NOTICE-PROPOSED ORDINANCE 24-01	173.80
					PUBLIC NOTICE-HYDRANT FLUSHING	192.15
						<u>777.60</u>
05/14/2025	101	26341	01476	A LOT A CLEAN	SPRING TWP HALL WINDOW CLEANING	115.00
05/14/2025	101	26342	00020	JAMES ALWOOD	WELL SITE LEASE-APR 2025	425.76
05/14/2025	101	26343	01703	AMAZON CAPITAL SERVICES	BLACK TONER CARTRIDGE	487.90
05/14/2025	101	26344	00084	B S & A SOFTWARE	BSA SUPPORT SERVICES FEE 5-1-25 TO 5-1-2	8,276.00
05/14/2025	101	26345	00072	BLOCK ELECTRIC	REPLACE TRANSFER SWITCH LS NORTH OF PICK	1,375.92
05/14/2025	101	26346	01240	BRAUN KENDRICK FINKBEINER PLC	GENERAL LEGAL FEES-MAR 2025	3,819.05
					MTT HOME DEPOT DEVELOPMENT-MAR 2025	212.00
					MTT JAMESTOWN MT PLEASANT APTS-MAR 2025	69.00
					MTT SAMS REAL ESTATE BUSINESS TRUST-MAR	114.00
					MTT VILLAGE BLUEGRASS LLC-MAR 2025	175.50
					MTT MT PLEASANT APTS WEST-MAR 2025	117.00
					MTT (2024) MT. PLEASANT APTS-MAR 2025	110.00
						<u>4,616.55</u>
05/14/2025	101	26347	00095	C AND C ENTERPRISES INC	C-FOLD TOWELS-WWTP	144.50
					BATH TISSUE/SCRUB IN A TUB/NITRILE GLOVE	352.00
					BATHROOM TISSUE/TOWELS/CLEANING SOLUTION	387.70
					PAPER TOWELS & MULTIFOLD TOWELS-WTR/SWR	81.00
					BOWL CLEANER/BATHROOM TISSUE/PAPER TOWEL	1,040.75
						<u>2,005.95</u>
05/14/2025	101	26348	00129	CMS INTERNET, LLC	MANAGED IT-ETHERNET DROP & ETHERNET TERM	825.00
					INTERNET & NETWORK CONFIG-LIFT STN 14	2,987.00
					INTERNET & NETWORK CONFIG-LIFT STN 6	2,987.00
					INTERNET & NETWORK CONFIG-LIFT STN 5	2,987.00
					INTERNET & NETWORK CONFIG-LIFT STN 3	2,987.00
						<u>12,773.00</u>
05/14/2025	101	26349	01626	DANNY COFFELL	MILEAGE TO JAMESON HALL/HOME 4-27-25	15.96
					MILEAGE TO JAMESON HALL/HOME 4-18-25	15.96
						<u>31.92</u>
05/14/2025	101	26350	01786	CUMMINS SALES & SERVICE	FUEL HOSE FOR LIFT STN #7 GENERATOR	99.61
05/14/2025	101	26351	00994	CUSTOM HEATING & PLUMBING, INC	NEW PLUMBING FOR RESTROOMS-JAMESON PARK	903.50
05/14/2025	101	26352	00195	EJ USA, INC	HYDRANT 6' MJ	6,059.64
05/14/2025	101	26353	00201	ELHORN ENGINEERING COMPANY	EL-CHLORINE & LIQUIFIED AQUADENE	4,898.00
05/14/2025	101	26354	01426	ENVIRONMENTAL RESOURCE ASSOCIATES	DRINKING WATER LAB	224.51
05/14/2025	101	26355	01219	ERC ASSOCIATES, LLC	DRUMS OF ERC660 CATIONIC POLYMER	7,956.00
05/14/2025	101	26356	00209	ETNA SUPPLY COMPANY	FORCEMAIN REPAIR MATERIALS	01,0452.00
					MISSION WELL SITE-PVC MATERIALS	579.40

CHECK REGISTER FOR CHARTER TOWNSHIP OF UNION
 CHECK DATE FROM 04/24/2025 - 05/14/2025

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
					BASE VALVE BOX FOR HYDRANT	117.00
					DRAIN TILE TAPE ROLL/MANSFIELD LID/COMPR	333.40
						<u>5,481.80</u>
05/14/2025	101	26357	01353	EVOQUA WATER TECHNOLOGIES LLC	BIOXIDE	12,875.88
05/14/2025	101	26358	00249	GILL-ROYS HARDWARE	PINT THREAD SEALANT	11.49
05/14/2025	101	26359	00257	GOURDIE FRASER INC	SEWER EVAL-MID MICH COLLEGE PROPOSED EVE	1,417.50
					VALVOLINE INSTANT OIL CHANGE, SANITARY &	3,825.00
					SEWER PUMP STN #5 UPGRADES & COLLECTION	1,956.26
					EAST BLUEGRASS SIDEWALK INFILL	4,282.44
					EGL E DWSRF CAPITAL IMPROVEMENT PROJECT,	30,182.50
						<u>41,663.70</u>
05/14/2025	101	26360	00261	GRAINGER	CIRCULATING OIL	525.35
					CIRCULATING OIL	280.35
					METAL HOSE ASSEMBLY	268.51
					SAFETY BLUE ENAMEL	66.29
					MANUAL 2-WAY BALL VALVE	506.93
					CREDIT MEMO	(242.29)
						<u>1,405.14</u>
05/14/2025	101	26361	01746	TERA GREEN	MILEAGE TO/FROM TWP HALL/BANK	55.44
05/14/2025	101	26362	02039	OLIVIA HARTWELL	JAMESON HALL SECURITY DEPOSIT REFUND	250.00
05/14/2025	101	26363	00287	HOME BUILDERS ASSOCIATION	ANNUAL DUES 2025-2026	485.00
05/14/2025	101	26364	01721	HYDROCORP	LEAD SERVICE LINE IDENTIFICATION	1,354.50
					LEAD SERVICE LINE IDENTIFICATION	2,286.00
						<u>3,640.50</u>
05/14/2025	101	26365	00307	IDEXX DISTRIBUTION, INC	LAB SUPPLIES-WATER TESTING	2,114.99
					LAB SUPPLIES-WATER TESTING	387.03
						<u>2,502.02</u>
05/14/2025	101	26366	00324	ISABELLA CORPORATION	FORCEMAIN REPAIR 4795 MISSION	1,240.00
					VAC TRUCKS FOR FORCEMAIN REPAIR-4795 MIS	12,987.50
					PEASTONE FILL SAND	1,220.00
						<u>15,447.50</u>
05/14/2025	101	26367	02044	J.R. HEINEMAN & SONS INC	DIVISION C: WATER TREATMENT PLANT UPGRAD	63,536.58
05/14/2025	101	26368	02040	BROOKE LAUBER	JAMESON HALL SECURITY DEPOSIT REFUND	250.00
05/14/2025	101	26369	00001	M T A	EARNED SICK TIME ACT TRAINING-ACCOUNTING	50.00
05/14/2025	101	26370	02041	MCGUIRE CHEVROLET	TWO 2025 CHEV SILVERADO FOR WTR/SWR FUND	92,200.00
05/14/2025	101	26371	00398	MCGUIRK SAND - GRAVEL INC	DIVISION B: WATER MAIN TRANSMISSION & EX	458,749.84
05/14/2025	101	26372	00399	MCMASTER-CARR SUPPLY CO	METAL ROUTING CLAMPS	1,101.21
05/14/2025	101	26373	01109	METRO 25 CAR CARE CENTER	NEW TIRES/INSTALL ON UTILITY TRAILER	169.00
05/14/2025	101	26374	01999	METRON FARNIER LLC	METER/REGISTER/ANTENNA	11,778.88
05/14/2025	101	26375	00733	MICHIGAN ASSN. OF PLANNING	ANNUAL GROUP MEMBER DUES 7-1-25 TO 6-30-	955.00
05/14/2025	101	26376	00142	MICHIGAN OFFICE SOLUTIONS	PRINTER/COPIER SERV AGREEMENT-4/25-5/24	700.00
05/14/2025	101	26377	00422	MICHIGAN PIPE & VALVE-MT. PLEASANT	HYDRANT ECLIPS	2,297.00
05/14/2025	101	26378	00463	MT PLEASANT HEATING AND AIR COND	FAN SWITCH & SERVICE HEATER-MERIDIAN WEL	333.00
05/14/2025	101	26379	02045	NATIONAL INDUSTRIAL MAINTENANCE INC	DIVISION D: LEAD SERVICE LINE INVESTIGAT	112,293.00
05/14/2025	101	26380	00494	NORTH CENTRAL LABORATORIES	LAB SUPPLIES	916.60
05/14/2025	101	26381	00497	NORTHERN INDUSTRIAL SUPPLY	INPUT AND OUTPUT SEALS	715.39
05/14/2025	101	26382	02043	SAVANNAH PAPENDICK	JAMESON HALL SECURITY DEPOSIT REFUND	011250.00

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CHECK REGISTER FOR CHARTER TOWNSHIP OF UNION
CHECK DATE FROM 04/24/2025 - 05/14/2025

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Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
05/14/2025	101	26383	00131	PERCEPTIVE CONTROLS INC	APRIL SUPPORT-LIFT STATIONS LS3	1,738.00
					APRIL SUPPORT-LIFT STATIONS LS5	632.00
						<u>2,370.00</u>
05/14/2025	101	26384	02042	LYNETTE PRICE	JAMESON HALL SECURITY DEPOSIT REFUND	250.00
05/14/2025	101	26385	01595	ROMANOW BUILDING SERVICES	JANITORIAL SERVICE TWP HALL-APR 2025	527.14
					JANITORIAL SERVICES WWTP-APR 2025	316.29
					JANITORIAL SERVICES WTR PLANT-APR 2025	316.29
						<u>1,159.72</u>
05/14/2025	101	26386	01293	SHAY WATER CO/CUSTOM COFFEE SERV	COFFEE BREWER RENT	45.00
05/14/2025	101	26387	02046	DANIEL & RANDY SIEDLECKI	ESCROW DEPOSIT REFUND	329.44
05/14/2025	101	26388	01777	SPECTRUM PRINTERS INC.	FOLDING OF BALLOTS FOR MAY 6, 2025 ELECT	136.00
05/14/2025	101	26389	01316	STATE OF MICHIGAN	BOILER INSPECTION CERTIFICATE	160.00
05/14/2025	101	26390	01654	TRACE ANALYTICAL LABORATORIES INC	MONTHLY SELENIUM SAMPLE	29.00
					HG MINIMIZATION ROUND 1	222.00
					LLHG ANALYSIS	296.00
						<u>547.00</u>
05/14/2025	101	26391	00668	UNITED PARCEL SERVICE	WATER SAMPLE TEST SHIPPING-WWTP	49.10
05/14/2025	101	26392	01828	LAWRENCE & FRELYN UTTERBACK	JAMESON HALL SECURITY DEPOSIT REFUND	250.00
05/14/2025	101	26393	01314	VERIZON WIRELESS	CELL PHONES 03/16/2025-04/15/2025	903.96
05/14/2025	101	26394	00703	WASTE MANAGEMENT OF MICHIGAN INC	DUMPSTER SERVICE WTR PLANT-MAY 2025	94.54
					DUMPSTER SERVICE WWTP-MAY 2025	285.75
					DUMPSTER SERVICE MCDONALD PARK-MAY 2025	161.92
					DUMPSTER SERVICE TWP HALL-MAY 2025	74.35
					DUMPSTER SERVICE JAMESON HALL-APR 2025	128.99
					DUMPSTER SERVICE SHOP-MAY 2025	53.44
						<u>798.99</u>
05/14/2025	101	26395	00732	YEO & YEO, PC	SINGLE AUDIT FEES	6,000.00
101 TOTALS:						
Total of 62 Checks:						947,340.33
Less 2 Void Checks:						0.00
Total of 60 Disbursements:						<u>947,340.33</u>

<p style="text-align: center;">Charter Township of Union Payroll</p>
--

Check Date: 04/24/2025
Pay Period End Date: 04/19/2025

NOTE: PAYROLL TRANSFER NEEDED

General Fund	\$ 46,672.98
Fire Fund	
EDDA	
WDDA	
Sewer Fund	43,153.85
Water Fund	36,533.06
Total To Transfer from Pooled Savings	\$ 126,359.89

NOTE: CHECK TOTAL FOR TRANSFER

BS&A Gross Payroll	\$ 83,105.82
Employer Share Medicare	1,143.57
Employer Share SS	4,889.66
SUI	7.93
Pension-Employer Portion	7,590.08
Workers' Comp	465.41
Dental	1,430.67
Health Care	30,663.35
Vision	-
Vision Contribution	-
Flex Admin Fee	40.00
Health Care Contribution	(3,587.40)
Life/LTD	
Cobra/Flex Administration	610.80
PCORI Fee	-
Total Transfer to Payroll Checking	\$ 126,359.89

TOTAL TRANSFER FROM POOLED SAVINGS TO PAYROLL ACCOUNT

CONFIRMATION NUMBER: _____ **DATE:** _____

ACH NUMBER: _____ **TIME:** _____

Charter Township of Union Payroll
--

Check Date: 05/08/2025
Pay Period End Date: 05/03/2025

NOTE: PAYROLL TRANSFER NEEDED

General Fund	\$ 48,378.57
Fire Fund	
EDDA	
WDDA	
Sewer Fund	38,705.57
Water Fund	38,941.39
Total To Transfer from Pooled Savings	\$ 126,025.53

NOTE: CHECK TOTAL FOR TRANSFER

BS&A Gross Payroll	\$ 82,455.39
Employer Share Medicare	1,130.68
Employer Share SS	4,834.52
SUI	5.50
Pension-Employer Portion	7,505.97
Workers' Comp	478.76
Dental	1,573.69
Health Care	30,663.35
Vision	478.09
Vision Contribution	(239.03)
Flex Admin Fee	-
Health Care Contribution	(3,587.40)
Life/LTD	726.01
Cobra/Flex Administration	-
PCORI Fee	-
Total Transfer to Payroll Checking	\$ 126,025.53

TOTAL TRANSFER FROM POOLED SAVINGS TO PAYROLL ACCOUNT

**CHARTER TOWNSHIP OF UNION
MEETING PAY REQUEST FORM**

(See Governance Policy 3.10 for additional details)

BOARD MEMBER: TIM LANNEN

MONTH, YEAR: APRIL 2025

Date MM/DD	Meeting	Time Attended		Total
		1 hr or less	More than Hr	
4-1	MTA Annual Conference		✓	75
4-2	MTA Annual Conference		✓	75
4-8	County Commissioners meeting	✓		50
4-16	County MTA Quarterly meeting	✓		50
4-29	County Commissioners meeting		✓	75

Signature: Tim Lannen **Date:** 4-29-25

1. This form is to be filled out by the board member at the conclusion of each calendar month. Request forms should be sent to the Finance Department. Following approval by the Board of Trustees, the meetings will be paid in the next payroll run.
2. Only list those meetings that you have attended. For extra meetings that a member of the Board of Trustees attends and are eligible for "meeting pay", \$50 will be paid for meetings that are 1 hour or less and \$75 for meetings over 1 hour. The meeting pay request form must be filled out with the date of the meeting, the name of the meeting attended, the length of the meeting and the pay requested for each meeting.
3. The Township Supervisor, Clerk, and Treasurer shall not receive any meeting pay for attending meetings during regular township business hours of Monday through Friday 8:30 am to 4:30 pm.



Union Township Report

Date: Tuesday, April 22, 2025



Alarm Date between 2025-04-13 and 2025-04-19

District	NFIRS Number	Alarm Date	Incident Type Code	Incident Type	Apparatus Name	Personnel Count	Alarms
Union Township	0000327						
		4/13/2025 1:20:05 PM	561	Unauthorized burning	ENG 33	3	1
						Total Responding 3	
Union Township	0000328						
		4/13/2025 6:30:31 PM	561	Unauthorized burning	ENG 33	2	1
						Total Responding 2	
Union Township	0000329						
		4/14/2025 11:17:30 AM	445	Arcing, shorted electrical equipment	ENG 33	2	1
						Total Responding 2	

Union Township	0000331						
		4/16/2025 11:57:05 AM	743	Smoke detector activation, no fire - unintentional	ENG 33	3	1
						Total Responding 3	
Union Township	0000335						
		4/17/2025 6:20:17 PM	735	Alarm system sounded due to malfunction	ENG 33	2	1
						Total Responding 2	
Union Township	0000336						
		4/17/2025 5:51:43 PM	321	EMS call, excluding vehicle accident with injury	ENG 33	2	1
						Total Responding 2	
Union Township	0000337						
		4/18/2025 1:56:04 AM	745	Alarm system activation, no fire - unintentional	ENG 33	2	1

						Total Responding 2	
Union Township	0000338						
		4/18/2025 11:17:20 AM	745	Alarm system activation, no fire - unintentional	ENG 33	2	1
						Total Responding 2	
	Total Runs 8					Total Responding 18	

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, April 29, 2025



Alarm Date between 2025-04-20 and 2025-04-26

District	NFIRS Number	Alarm Date	Incident Type Code	Incident Type	Apparatus Name	Personnel Count	Alarms
Union Township	0000342						
		4/20/2025 7:53:20 AM	735	Alarm system sounded due to malfunction	ENG 33	2	1
						Total Responding 2	
Union Township	0000343						
		4/20/2025 8:35:40 AM	321	EMS call, excluding vehicle accident with injury	ENG 33	2	1
						Total Responding 2	
Union Township	0000346						
		4/21/2025 2:07:32 PM	611	Dispatched & canceled en route	ENG 33	2	1
						Total Responding 2	

Union Township	0000349						
		4/22/2025 3:24:45 PM	733	Smoke detector activation due to malfunction	ENG 33	2	1
						Total Responding 2	
Union Township	0000350						
		4/23/2025 6:10:22 PM	611	Dispatched & canceled en route	ENG 33	2	1
						Total Responding 2	
Union Township	0000351						
		4/23/2025 10:40:00 AM	561	Unauthorized burning	ENG 33	2	1
						Total Responding 2	
Union Township	0000352						
		4/23/2025 4:49:03 PM	111	Building fire	ENG 33	2	3

		4/23/2025 4:49:03 PM	111	Building fire	POV	5	3
		4/23/2025 4:49:03 PM	111	Building fire	C 31	1	3
						Total Responding 8	
Union Township	0000354						
		4/24/2025 10:20:24 AM	311	Medical assist, assist EMS crew	ENG 33	2	1
						Total Responding 2	
Union Township	0000356						
		4/25/2025 12:32:53 PM	143	Grass fire	ENG 33	2	1
		4/25/2025 12:32:53 PM	143	Grass fire	Brush 31	1	1
						Total Responding 3	
	Total Runs 9					Total Responding 25	

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, May 6, 2025



Alarm Date between 2025-04-27 and 2025-05-03

District	NFIRS Number	Alarm Date	Incident Type Code	Incident Type	Apparatus Name	Personnel Count	Alarms
Union Township	0000363						
		4/28/2025 11:06:23 AM	322	Motor vehicle accident with injuries	ENG 33	8	3
						Total Responding 8	
Union Township	0000365						
		4/28/2025 2:31:54 PM	411	Gasoline or other flammable liquid spill	ENG 33	2	1
						Total Responding 2	
Union Township	0000366						
		4/28/2025 2:07:09 PM	311	Medical assist, assist EMS crew	ENG 33	2	1
						Total Responding 2	

Union Township	0000370						
		4/29/2025 1:04:31 PM	444	Power line down	ENG 33	2	1
						Total Responding 2	
Union Township	0000372						
		4/29/2025 5:02:51 PM	321	EMS call, excluding vehicle accident with injury	ENG 33	2	1
						Total Responding 2	
Union Township	0000375						
		4/30/2025 6:42:26 AM	324	Motor vehicle accident with no injuries.	ENG 33	2	1
						Total Responding 2	
Union Township	0000377						
		4/30/2025 5:35:22 PM	744	Detector activation, no fire - unintentional	ENG 33	2	1

						Total Responding 2	
Union Township	0000379						
		4/29/2025 7:21:56 AM	611	Dispatched & canceled en route	ENG 33	2	1
						Total Responding 2	
Union Township	0000382						
		5/2/2025 6:19:53 PM	322	Motor vehicle accident with injuries	ENG 33	2	1
						Total Responding 2	
Union Township	0000383						
		5/2/2025 9:59:32 PM	735	Alarm system sounded due to malfunction	ENG 33	2	1
						Total Responding 2	
	Total Runs 10					Total Responding 26	

Note: Alarms

1=Duty Crew

2=Paged Off Duty Full-time

3=Paged Paid-on-Call Firefighters

4=Paged All

REQUEST FOR TOWNSHIP BOARD ACTION

To: Mark Stuhldreher - Township Manager

DATE: May 5, 2025

FROM: Kim Smith – Public Service Director

DATE FOR BOARD CONSIDERATION: May 14, 2025

ACTION REQUESTED: Approval of the bid from Peerless Midwest for the completion of the maintenance and cleaning of Well #10 located at the Isabella Treatment Plant in the amount of \$26,685.30.

Current Action X Emergency _____

Funds Budgeted: If yes x Account # 591-536-933.100 No _____ N/A _____

Finance Approval _____

BACKGROUND INFORMATION

The FY2025 approved budget included \$37,000 for the maintenance and cleaning of Well # 11 located at the Isabella Water Treatment Plant. However, due to a drop in production at well #10, it has been decided to address well #10 in 2025. This project is being completed as part of the Township's routine well maintenance and cleaning program. The work consists of pulling the well, cleaning, televising, and replacing the pump, motor, wire, and check valve.

The project was bid and we received one bid. This bid is as follows:

Bidder	Amount
Peerless Midwest	\$26,685.30

SCOPE OF SERVICES

Labor, materials and equipment necessary for completing the cleaning, televising, and rehabilitation of Well #10. The following items are included:

- Mobilization/Demobilization
- Pull pumps
- Replace drop pipes (Certa Lok drop pipe shall be provided if needed upon inspection)
- Replace pump & motor (Franklin stainless steel pump and motor to be provided)
- Replace wire
- Start-up
- Chlorinate and sample wells
- Clean and treat wells
- Post - video well inspection

JUSTIFICATION

It is recommended that Peerless Midwest be awarded the 2025 Well #10 Maintenance Project. This recommendation is based on the long history of successful repair and maintenance work performed by Peerless Midwest to the Township's seven wells, and that their responsiveness to the RFP.

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

Cleaning & Maintenance -\$26,685.30

This work is included in the FY2025 Budget account number 591-536-933.100.

PROJECT TIME TABLE

Completed by June 30, 2025

RESOLUTION

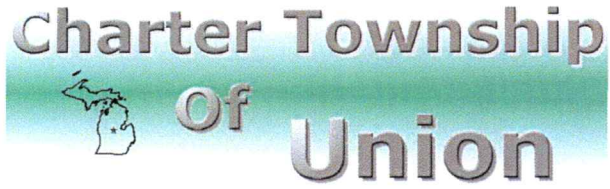
Approval of the bid from Peerless Midwest for the completion of the maintenance and cleaning of Well #10 located at the Isabella Treatment Plant in the amount of \$26,685.30.

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: 2025 Well #10 Maintenance

Due Date: April 16, 2025 @ 10:00 a.m.

Bidder	Addendum #1	Amount
Peerless Midwest	✓	\$26,685.30

Kim Smith

4-16-2025

Heather McBride

4-16-2025



April 16, 2025

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

RE: 2025 Well 10 Maintenance RFP April 16, 2025 10:00 A.M.

Dear Kim:

Peerless-Midwest is pleased to provide the following proposal for maintenance on Well 10. We can complete the project by June 1, 2025 as required. We acknowledge receipt of addendum 1. We offer the following five(5) required references for your consideration on Type I community water supply wells we have recently completed work on:

1. Union Township/Shawn McBride/989-621-1361/Well 8/ 12" well 400 gpm / April 2023
2. Madison Township/Tim Watterson/517-403-0428/North Well/12" 800 gpm/ Aug-2022
3. City of Clare/Dale Clark/989-424-1225/Well 8/16" well 700 gpm/ Dec 2022
4. Caledonia Township/Ryan Moseley/616-292-2913/Well 1 South/ 12" well 400 gpm / Aug 2024
5. Saginaw Chippewa Tribe/Dave Paul /989-317-6028/Well 4/ 12" well 400 gpm/December 2024

Please see the attached proposal table that lists the prices requested in your RFP. I can be reached at 616-690-8139 with any questions or concerns.

Sincerely,

Peerless-Midwest, Inc.
Bob Masters
Project Manager



PROPOSAL

Charter Township of Union

Attn Kim Smith - Public Services Director

5228 South Isabella Road

Mt. Pleasant, MI 48858

Proposal # RWM 2025-0416

DATE 04/16/25 10:00 a.m.

REFERENCE 2025 Well 10 Maintenance

Base Bid:

Mobilization/Demobilization	\$250.00
Pull pump @ \$220/hour including two man crew and crane and trailer	\$1,320.00
Start-up (includes setting pump) @ \$220/hour including two man crew and crane and trailer	\$1,760.00
Chlorinate and sample well for bacteria (one time)	\$200.00
4 day clean and treat well with 110 gallons of chlorine, 440 gallons of acid and double disc and 1,000 gallon cleaning tank.	\$11,653.00
Post Cleaning -Video Well Inspection	\$750.00
Site Restoration and/or cleanup (none anticipated)	--
Total Base Bid:	\$15,933.00

Additional Items As Needed:

Certa Lok Drop Pipe 40 feet	\$2,028.44
6" stainless steel check valve (already built into pump end, see below)	--
Two(2) 12" Baker Pitless o-rings	\$160.14
Stainless steel pump end rated 400 gpm @ 120' TDH Franklin pump end with integrated ss check valve	\$4,477.44
60' of pump cable with 12-3 heavy duty flat jacketed cable and waterproof splice kits	\$131.42
four(4) Polaris connectors at the wellhead for pump cable to feeder cable connection	\$189.63
15 HP 460 volt three phase submersible pump motor with Franklin Motor all stainless	\$3,089.43
6" stainless steel certa-lok adapter to pitless connection	\$675.80


26,685.30

ACCEPTED BY _____

TITLE _____

DATE _____

PEERLESS-MIDWEST, INC.


Bob Masters, Project Manager

616-690-8139

From: Jacob Trudell <jaketrudell@hotmail.com>
Sent: Sunday, May 4, 2025 10:25 AM
To: Jill Peters <jpeters@uniontownshipmi.com>
Subject: Jacob Trudell-Lozano Resignation

Hey Jill,

I regret to inform you that I will no longer be taking part of the Board of Reviews going forward. Thanks for the opportunity and the great things I learned while apart of it. I look forward to seeing you around town!

-Jake

To: Board of Trustees	DATE: April 28, 2025
FROM: Mark Stuhldreher, Township Manager	DATE FOR BOARD CONSIDERATION: 5/14/2025
ACTION REQUESTED: To conduct a Second Reading for the proposed PTXT25-01 amendments to Section 3.4 (Permitted Uses by District) and Section 6.34 (Public and Institutional Uses) of the Zoning Ordinance Number 20-06 to revise and extend a limited allowance for additional building height above the maximum otherwise allowed in the zoning district for Public and Institutional Uses, Religious Institutions, Business Schools, Colleges, Universities, and Indoor Publicly-Owned Recreation Facilities, and to adopt the amendatory ordinance as Ordinance Number 25-02.	

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

BACKGROUND INFORMATION

During the Planning Commission’s 2/18/2025 regular meeting, preliminary plans for a new Mid Michigan College Event Center facility were introduced and discussed. The initial proposed building height was noted by the project engineer to be 40-feet, with potential that the final, fully engineered design may require it to end up slightly taller than that. The maximum allowable height is 35.0 feet in the B-4 zoning district where the College is located. Staff confirmed during the meeting that the project engineer had erroneously applied a limited height exception provision in Section 6.34 that currently applies only to Religious Institutions, and to Public and Institutional Uses as defined in the Zoning Ordinance. Colleges, Universities, and Publicly-owned Recreational Facility Buildings are listed separately in the Zoning Ordinance, and are specifically excluded from the Ordinance definition of Public and Institutional Uses. Because the proposed Event Center building would violate the maximum 35.0-foot B-4 District height standard, the preliminary site plan application was not ready for Planning Commission action.

The 2/11/2025 staff memo noted that this discrepancy could be resolved by revising the building design to conform, rezoning the land to a district that allowed the additional height, approval of a height variance by the Zoning Board of Appeals, or adoption of a text amendment to increase the maximum building height in the zoning district or to revise the Section 6.34 height exception. Following deliberations, the Commission adopted the following motion:

Browne moved Hayes supported to direct staff to prepare a draft amendment to allow business schools, colleges, universities, and publicly owned recreational facility buildings to exceed the maximum allowed height in the zoning district subject to a corresponding increase in minimum required yard setbacks, and to schedule a public hearing for the proposed change. Roll Call Vote: Ayes: Bradshaw, Browne, Hayes, Lapp, Olver, Squattrito, and Thering. Nays: 0. Motion Carried.

Summary of the proposed text amendment.

The proposed amendment would expand the types of buildings/land uses eligible under Section 6.34 for approval of a limited exception from the maximum height standards in a manner consistent with the Commission’s February motion, and would also clarify how the exception would apply, including:

- Ensuring adequate light and air by means of an expanded minimum setback where the building is adjacent to or located in the AG District or any residential zoning district or use.
- Requiring written confirmation from the Fire Department that available emergency response equipment is sufficient to serve the proposed building as designed.

- Expanding requirements for conformity with the character of the adjacent neighborhood through *“any combination of architectural design and compliance with Section 7.20 (Building Form and Composition) where applicable, provision of screening in accordance with Section 10.3, providing ample setbacks, providing amenities needed by the surrounding neighborhood, providing sufficient lot size, and similar means.”*

Public Hearing, Planning Commission Recommendation, County Review, and Public Meetings.

After a public hearing and deliberations on the proposed amendments during their March 18, 2025 regular meeting, the Planning Commission took the following action:

Olver moved Browne supported to recommend to the Board of Trustees that the proposed amendments to Section 3.4 (Permitted Uses by District) and Section 6.34 (Public and Institutional Uses) of the Zoning Ordinance No 20-06 be adopted as presented. Roll Call Vote: Ayes: Bradshaw, Browne, Hayes, Lapp, Olver, Shingles, Squattrito, and Thering. Nays: 0. Motion Carried.

Per Section 307(1) of the Michigan Zoning Enabling Act (Public Act 110 of 2006, as amended), staff also forwarded the as-recommended amendments to the County for review and comment. The following is a summary of public notices and public meetings associated with this proposed ordinance:

Date	Event	Actions
February 18, 2025	Regular Planning Commission meeting	Discussion of a height-related development issue, and adoption of a motion for an amendment to revise and extend a limited additional height allowance for a 3/18/2025 hearing.
February 27, 2025	Notice of the date, time, and place of the public hearing, per requirements of the Michigan Zoning Enabling Act (Public Act 110 of 2006, as amended).	Posting of the notice and the proposed ordinance at the Township Hall and on the Township's website.
March 2, 2025 & March 4, 2025		Notice publication in The Morning Sun newspaper.
		Following publication, a typo in the notice header was observed. This typo did not impact in any way the accuracy or completeness of the published date, time, place, and purpose of the hearing as required by the state Zoning Act. The newspaper confirmed that the typo was their error and subsequently re-published the notice with the typo removed at no charge to the Township.
March 18, 2025	Public hearing and regular Planning Commission meeting	Public hearing, deliberation, and action to recommend the amendments to the Board of Trustees for adoption
April 10, 2025	Regular meeting of the Isabella County Planning Commission	The proposed ordinance was included on their agenda. No comments.
April 23, 2025	Regular meeting of the Board of Trustees	Introduction and First Reading of the proposed ordinance
April 28, 2025	Proposed ordinance summary and notice of the date, time, and place of the Second Reading, per requirements of the Charter Township Act (Public Act 359 of 1947, as amended).	Posting of the summary, notice, and the proposed ordinance at the Township Hall and on the Township's website
April 30, 2025		Publication of the summary and notice in The Morning Sun newspaper
May 9, 2025	Regular meeting of the Board of Trustees	Second Reading of the proposed ordinance and consideration for adoption

SCOPE OF SERVICES

Second Reading and adoption of the proposed set of Zoning Ordinance amendments.

JUSTIFICATION

The limited height exception in the current Zoning Ordinance acknowledges the unique character of “*public and institutional uses*” and “*religious institutions*,” which can in some cases necessitate provisions for additional building height. The proposed text amendment would expand the scope of this limited height exception to include “*business schools, colleges, universities, and publicly owned recreational facility buildings*,” which were identified in February by the Planning Commission as having a similar potential need for additional building height in some cases to fully accommodate the planned use.

The proposed expansion of this limited height exception would accommodate reasonable development of buildings that may exceed maximum zoning district height standards without the need for a variance. Impacts of any additional height on neighbors would be minimized by corresponding increases in the building setback from lot lines to help ensure adequate light and air for adjacent lots consistent with Section 1.2 (Purpose and Intent) of the Zoning Ordinance.

GOALS ADDRESSED

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

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

The proposed amendments will help to ensure that the Township’s Zoning Ordinance continues to support the most effective use of resources that achieve the highest quality of life for our residents who may interact in any way with buildings and land uses that benefit from the limited height exception (1.0). The proposed amendments will also help residents to take pride in the built environment of their community (1.1.1.3.), help all demographics within the township to feel welcomed (1.1.1.), and help expand options in the Township for facilities that support a healthy and active lifestyle (1.3.3.). The proposed amendments are also consistent with the Township’s commerce-friendly economic development policies by minimizing the potential need for variances.

COSTS

NA

TIMETABLE

After a Second Reading and adoption by the Board of Trustees, the Zoning Ordinance amendments would take effect on the eighth day following publication of the required notice of adoption under the Michigan Zoning Enabling Act, Public Act 110 of 2006, as amended.

RESOLUTION

To conduct a Second Reading for the proposed PTXT25-01 amendments to Section 3.4 (Permitted Uses by District) and Section 6.34 (Public and Institutional Uses) of the Zoning Ordinance Number 20-06 to revise and extend a limited allowance for additional building height above the maximum otherwise allowed in the zoning district for Public and Institutional Uses, Religious Institutions, Business Schools, Colleges, Universities, and Indoor Publicly-Owned Recreation Facilities, and to adopt the amendatory ordinance as Ordinance Number 25-02.

Resolved by _____ Seconded by _____

Yes:

No:

Absent:

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

ORDINANCE NO. 25-02

An ordinance to amend Sections 3.4 (Permitted Uses by District) and 6.34 (Public and Institutional Uses) of the Charter Township of Union Zoning Ordinance No. 20-06 to revise and extend a limited allowance for additional building height above the maximum otherwise allowed in the zoning district for Public and Institutional Uses, Religious Institutions, Business Schools, Colleges, Universities, and Indoor Publicly-Owned Recreation Facilities, subject to expanded setback area requirements and other limitations; and to provide for repeal, severability, publication, and an effective date; all by authority of the Michigan Zoning Enabling Act, Public Act 110 of 2006, as amended (MCL 125.3101 et seq.).

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

PART ONE – Title

This Ordinance shall be known and may be referred to as the “Charter Township of Union Ordinance Number 25-02, Ordinance Amending the Charter Township of Union Zoning Ordinance.”

PART TWO – Delete and Replace the Land Use Table in Section 3.4 (Permitted Uses by District)

The land use table in Section 3.4 (Permitted Uses by District) is hereby deleted and replaced in its entirety to update provisions for Business Schools, Colleges, and Universities and Private Schools Operated for Profit, as follows:

Section 3.4 Permitted Uses by District

Key: A=Accessory Use
P=Principal Permitted Use
S=Special Use
[blank]=Use Not Permitted

Land Use	AG	R-1	R-2A	R-2B	R-3A	R-3B	R-4	B-4	B-5	B-7	I-1	I-2	OS	Use Standards
Public, Quasi-Public, and Recreational Uses														
Business Schools, Colleges, and Universities								P	P	P				Section 6.34
Indoor Publicly Owned Recreation Facilities	S	S	P	P	P	P		P	P	P			S	Section 6.34
Private Schools Operated for Profit								P	P	P				
Public and Institutional Buildings and Uses	S	S	P	P	P	P							P	Section 6.34
Religious Institutions	S	S	P	P	P	P		P	P	P			P	Section 6.34
Theaters, Assembly Halls, Concert Halls, and Similar Places of Assembly								P	P	P				

PART THREE – Delete and Replace Section 6.34 (Public and Institutional Uses)

Section 6.34 (Public and Institutional Uses) is hereby deleted and replaced in its entirety with a new section entitled, “Public and Institutional Uses, Religious Institutions, Business Schools, Colleges, Universities, and Indoor Publicly-Owned Recreation Facilities” to revise and expand allowances for additional building height for these land uses, as follows:

Section 6.34 Public and Institutional Uses, Religious Institutions, Business Schools, Colleges, Universities, and Indoor Publicly-Owned Recreation Facilities

Public and Institutional Uses, Religious Institutions, Business Schools, Colleges, Universities, and Indoor Publicly-Owned Recreation Facilities shall be subject to the following additional requirements and standards:

- A. **Maximum Height Exception.** The maximum height allowed for a principal building containing or intended to be occupied by one or more of these uses shall be subject to the following exceptions:
 - 1. The building height may be allowed by the Planning Commission to exceed the zoning district requirements up to a maximum height equal to twice the maximum height allowed in the zoning district, subject to the following requirements:
 - a. The minimum required front, side and rear yard setbacks shall be increased by one (1) foot for each foot of additional building height above the zoning district requirements.
 - b. Where located within or adjacent to the boundary of the AG (Agricultural) zoning district, of any residential zoning district, or of a lot in any zoning district occupied by an existing agricultural use or any existing dwelling unit(s), at no point shall the building's setback distance to the zoning district or lot boundary be less than one-hundred-fifty percent (150%) of the building height.
 - c. This additional setback area shall be improved with screening elements and landscaping in accordance with Section 10 (Landscaping and Screening). No driveway, parking, signs, structures, stormwater management basins, or similar improvements shall be located within these setback areas.
 - 2. The highest point of chimneys, stage towers of scenery lofts, church spires, cupolas, domes and similar architectural elements may be allowed by the Planning Commission to exceed the zoning district requirements to be erected to a height not exceeding one-hundred-fifty percent (150%) of the building height, provided that the total area of such elements shall not occupy more than twenty percent (20%) of the roof area of the building.
 - 3. Any allowance for additional building height above the zoning district requirements shall be subject to prior written confirmation from the Fire Department that available emergency response equipment is sufficient to serve the proposed building as designed in the event of an emergency.
- B. **Conformity with Neighborhood Character.** Public and institutional uses, business schools, colleges, universities, and indoor publicly-owned recreation facilities shall conform to the character of the adjacent neighborhood. Conformity can be achieved through any combination of architectural design and compliance with Section 7.20 (Building Form and Composition) where applicable, provision of screening in accordance with Section 10.3, providing ample setbacks, providing amenities needed by the surrounding neighborhood, providing sufficient lot size, and similar means.
- C. **Additional Setbacks for Buildings that Conform to Zoning District Height Standards.** An additional 20.0 feet of side and rear yard setback shall be provided where located within or adjacent to the boundary of the AG (Agricultural) District, of any residential zoning district, or of a lot in any zoning district occupied by an existing agricultural use or any existing dwelling unit(s). This additional setback area shall be improved with screening elements and landscaping in accordance with Section 10 (Landscaping and Screening). No driveway, parking, signs, structures, stormwater management basins, or similar improvements shall be located within these setback areas.

PART FOUR – Repeal

All ordinances or parts of ordinances in conflict with the provisions of this amendatory ordinance, except as herein provided, are hereby repealed only to the extent necessary to give this amendatory ordinance full force and effect.

PART FIVE – Severability

If any section, subsection, clause, phrase, or portion of this amendatory ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portion thereof.

PART SIX – Publication

The Clerk for the Charter Township of Union shall cause this amendatory ordinance to be published in the manner required by law.

PART SEVEN – Effective Date

This amendatory ordinance was approved and adopted by the Charter Township of Union Board of Trustees, Isabella County, Michigan, on _____, 2025, after initiation and a public hearing by the Planning Commission on March 18, 2025 as required pursuant to the Michigan Public Act 110 of 2006, as amended, and after introduction and a first reading by the Board of Trustees on April 23, 2025 and publication after such first reading as required by Michigan Act 359 of 1947, as amended. This amendatory ordinance shall be effective on _____, 2025, which date is more than seven days after publication of the ordinance as is required by Section 401(6) of Act 110 of 2006, as amended, provided that this effective date shall be extended as necessary to comply with the requirements of Section 402 of Act 110 of 2006, as amended.

CERTIFICATION OF ADOPTION AND PUBLICATION OF TOWNSHIP ORDINANCE

I, Lisa Cody, the duly elected Clerk of The Charter Township of Union, Isabella County, Michigan, hereby certify that the foregoing Ordinance was adopted at a meeting of the Charter Township of Union Board of Trustees on the _____ day of _____, 2025, at which the following members of the Board of Trustees were present and voted in person as follows:

<u>Board of Trustees</u>	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>	<u>Abstain</u>
Supervisor Bryan Mielke	_____	_____	_____	_____
Clerk Lisa Cody	_____	_____	_____	_____
Treasurer Lori Rogers	_____	_____	_____	_____
Trustee Jeff Brown	_____	_____	_____	_____
Trustee Tim Lannen	_____	_____	_____	_____
Trustee Miranda Ley	_____	_____	_____	_____
Trustee James Thering	_____	_____	_____	_____

I further certify that a summary and notice of adoption of this Ordinance were published in The Morning Sun, a newspaper of general circulation in The Charter Township of Union on _____, 2025.

Certification Date: _____, 2025

Lisa Cody, Clerk

I, Bryan Mielke, the duly elected Supervisor of The Charter Township of Union, Isabella County, Michigan, hereby confirm the authenticity of this record and Ordinance.

Bryan Mielke, Supervisor

Date: _____, 2025



REQUEST FOR TOWNSHIP BOARD ACTION

To: Board of Trustees	DATE: May 9, 2025
FROM: Mark Stuhldreher, Township Manager	DATE FOR BOARD CONSIDERATION: 05/14/2025
ACTION REQUESTED: Consider request from Attorney Lawler to pay remaining legal fees on behalf of former Assessor Pat DePriest in the amount of \$29,083.28.	

Current Action X Emergency

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

Finance Approval N/A

BACKGROUND INFORMATION

Former Township Assessor Pat DePriest has been involved in a legal matter since approximately 2019 that has recently concluded. The most recent update was provided in a closed session at your February 26th Board meeting.

On September 29, 2022, the Sixth Circuit Court entered several Orders and a Judgment which in pertinent part resulted in the claims against DePriest being dismissed with prejudice (meaning, absent a successful appeal, such claims cannot be filed again). The Order and Judgment fully resolved the case at the trial court (i.e., U.S. District Court) level.

Plaintiff had 30 days to file an appeal, and Plaintiff did appeal, including with respect to the dismissal of the claims against Ms. DePriest. After six more months of procedural practice, oral argument took place in the Court of Appeals (COA) on October 30, 2024. The COA issued its Opinion on January 28, 2025. The COA affirmed the lower court ruling and stated "[W]e acknowledge the irregularity in which the exemption was denied: DePriest initially granted the 2012 exemption before revoking it, and the record is not clear on whether Pung received notice of denial." The COA then explained, "[b]ut while these irregularities may show that DePriest failed at her duties, Pung must identify evidence that the Defendants agreed to a 'single plan.'" Accordingly, the Court concluded, "[a]lthough we are sympathetic to Pung's plight, he has not provided any 'significant probative evidence' to show that the defendants conspired to deny him due process." Therefore, the Court affirmed the District Court's grant of summary judgment in Ms. DePriest's favor.

Throughout this matter the Board has considered the payment of defense costs on behalf of Ms. Depriest on several occasions. The Board's position has been consistent in that any obligation, or lack thereof, to fund Ms. DePriest's defense of this matter is permissive, not mandatory. With that in mind, the Board agreed to provide funding for a portion of the defense cost. Attached is a report of the Board approved invoice payments along with a listing of the unpaid invoices.

Attached is Mr. Lawler's most recent letter requesting the Board pay the outstanding invoices in the amount of \$29,083.28.

SCOPE OF SERVICES

Not applicable

JUSTIFICATION

As previously indicated, the Board's position has been consistent in that any obligation, or lack thereof, to fund Ms. DePriest's defense of this matter is permissive, not mandatory. It would be remiss to not point out that this is a legal position and that other aspects such as moral, employee support, etc., may also be worth consideration.

PROJECT IMPROVEMENTS

It may be helpful for the Board to consider the following Board of Trustees Ends Policies when deliberating the request from Attorney Lawler.

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

COSTS

To date the Board has authorized funding for Ms. DePriest legal defense in the amount of \$76,373.93. The request from the Attorney Lawler is to provide an additional \$29,083.28 in funding.

PROJECT TIME TABLE

Not applicable

RESOLUTION

Be It Resolved; the Board of Trustees [approves]/[does not approve] a payment to Attorney Lawler in the amount of \$29,083.28.

Legal Fees Available Budget

Approved by Board for Assessor

Invoice			Description
Number	Date	Amount	
847036	2/12/2019	1,650.00	Legal Service-Pung Matter
2/13/19	2/13/2019	1,000.00	Retainer for Pung Matter
2/13/19	2/13/2019	112.00	Summons Served-Depriest
854251	2/28/2019	958.16	Legal Fees-Pung Property-February 2019
864398	4/11/2019	1,980.00	Legal Fees-Pung Property-March 2019
873093	5/9/2019	3,134.00	Legal Fees-Pung Property-April 30, 2019
887477	6/25/2019	1,230.00	Legal Fees-Pung Property-May 2019
892260	7/11/2019	300.00	Legal Fees-Pung Property-June 30, 2019
903978	8/31/2019	1,809.60	Legal Fees-Pung Property-July 2019
919240	10/9/2019	510.00	Legal Fees-Pung Property-September 2019
925923	11/5/2019	150.00	Legal Fees-Pung Property-October 2019
937888	11/30/2019	3,090.00	Legal Fees-Pung Property-Property
947526	1/15/2020	2,520.00	Legal Fees-Pung Property-December 2019
955239	2/13/2020	4,510.00	Legal Fees-Pung Property-January 2020
962238	3/9/2020	810.00	Legal Fees-Pung Property-February 2020
970118	4/3/2020	900.00	Legal Fees-Pung Property-March 2020
980882	5/7/2020	336.24	Legal Fees-Pung Property-April 2020
980882	5/7/2020	173.76	Legal Fees-Pung Property-Remaining April 2020
988848	6/3/2020	750.00	Legal Fees-Pung Property-May 2020
998051	7/8/2020	300.00	Legal Fees-Pung Property-June 2020
1007213	8/7/2020	2,580.00	Legal Fees-Pung Property-July 2020
1015837	9/8/2020	1,196.24	Legal Fees-Pung Property-August 2020
1015837	9/8/2020	2,542.36	Legal Fees-Pung Property-August 2020
1025173	10/6/2020	1,020.00	Legal Fees-Pung Property-September 2020
1034333	11/4/2020	4,620.00	Legal Fees-Pung Property-October 2020
1043913	12/3/2020	5,006.37	Legal Fees-Pung Property-November 2020
1053500	1/8/2021	2,550.00	Legal Fees-Pung Property-December 2020
1062567	2/5/2021	1,020.00	Legal Fees-Pung Property-January 2021
1070399	3/4/2021	150.00	Legal Fees-Pung Property-February 2021
1079939	4/8/2021	4,440.00	Legal Fees-Pung Property-March 2021
1090964	5/12/2021	420.00	Legal Fees-Pung Property-April 2021
1099930	6/9/2021	1,231.27	Legal Fees-Pung Property-May 2021
1099930	6/9/2021	4,198.73	Legal Fees-Pung Property-Remaining May 2021
1107867	7/7/2021	3,956.25	Legal Fees-Pung Property-June 2021
1116727	8/5/2021	240.00	Legal Fees-Pung Property-July 2021
1127188	9/10/2021	9,208.95	Legal Fees-Pung Property-August 2021
1135139	10/6/2021	1,280.00	Legal Fees-Pung Property-September 2021
1145142	11/5/2021	1,460.00	Legal Fees-Pung Property-October 2021
1153335	12/2/2021	1,500.00	Legal Fees-Pung Property-November 2021
1163228	1/6/2022	60.00	Legal Fees-Pung Property-December 2021
1172998	2/8/2022	60.00	Legal Fees-Pung Property-January 2022
1182621	3/9/2022	60.00	Legal Fees-Pung Property-February 2022
1192687	4/12/2022	60.00	Legal Fees-Pung Property-March 2022
1202717	5/12/2022	60.00	Legal Fees-Pung Property-April 2022
1212373	6/14/2022	60.00	Legal Fees-Pung Property-May 2022
1218972	7/7/2022	60.00	Legal Fees-Pung Property-June 2022
1230206	8/11/2022	60.00	Legal Fees-Pung Property-July 2022
1237245	9/9/2022	60.00	Legal Fees-Pung Property-August 2022
1246202	10/7/2022	420.00	Legal Fees-Pung Property-September 2022
1255829	11/7/2022	570.00	Legal Fees-Pung Property-October 2022

Total \$ 76,373.93

Board Meeting	
Date	Amount
1/31/2019	10,000.00
7/10/2019	10,000.00
2/26/2020	5,000.00
7/22/2020	5,000.00
1/13/2021	23,000.00
8/11/2021	8,154.98
8/11/2021	9,448.95
1/11/2023	5,770.00

Total \$ 76,373.93

Remaining Amount
Approved
\$0.00

Unpaid Legal Fees

Not Approved By Board for Assessor

Invoice	Date	Amount	Description
1263313	12/2/2022	77.82	Legal Fees Through November 30, 2022
1276932	1/18/2023	210.00	Legal Fees Through December 31, 2022
1282792	2/7/2023	540.00	Legal Fees Through January 31, 2023
1292283	3/8/2023	120.00	Legal Fees Through February 28, 2023
1301836	4/11/2023	60.00	Legal Fees Through March 31, 2023
1312964	5/11/2023	60.00	Legal Fees Through April 30, 2023
1322097	6/9/2023	120.00	Legal Fees Through May 31, 2023
1332048	7/12/2023	650.00	Legal Fees Through June 30, 2023
1339789	8/4/2023	60.00	Legal Fees Through July 31, 2023
1350496	9/11/2023	60.00	Legal Fees Through August 31, 2023
1360398	10/9/2023	60.00	Legal Fees Through September 30, 2023
1370260	11/6/2023	60.00	Legal Fees Through October 31, 2023
1380621	12/5/2023	60.00	Legal Fees Through November 30, 2023
1394233	1/13/2024	750.00	Legal Fees Through December 31, 2023
1400789	2/7/2024	1,050.00	Legal Fees Through January 31, 2024
1412280	3/11/2024	6,660.00	Legal Fees Through February 29, 2024
1421337	4/4/2024	660.00	Legal Fees Through March 31, 2024
1431508	5/6/2024	1,020.00	Legal Fees Through April 30, 2024
1444340	6/10/2024	60.00	Legal Fees Through May 31, 2024
1456167	7/9/2024	60.00	Legal Fees Through June 30, 2024
1492361	10/9/2024	2,220.00	Legal Fees Through September 30, 2024
1502081	11/1/2024	12,556.29	Legal Fees Through October 31, 2024
1514948	12/5/2024	949.17	Legal Fees Through November 30, 2024
1528017	1/16/2025	60.00	Legal Fees Through December 31, 2024
1541778	2/22/2025	780.00	Legal Fees Through January 31, 2025
1545871	3/8/2025	120.00	Legal Fees Through February 28, 2025

Total \$ 29,083.28

Charles A. Lawler
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Email: clawler@clarkhill.com

Clark Hill
215 South Washington Square
Suite 200
Lansing, MI 48933
T (517) 318-3100
F (517) 318-3099

March 27, 2025

VIA FED EX OVERNIGHT

Board of Trustees
Charter Township of Union
c/o Mr. mark Stuhldreher, Township Manager
2010 S. Lincoln
Mt. Pleasant, MI 48858

RE: *Michael Pung, as Personal Representative of the Estate of Timothy Scott Pung v
Kopke, et al.*
Case No.: 1:18-cv-01334 (Post Transfer: Case No.: 1:20-cv-13113) (6th Circuit Court of
Appeals Case No: 22-1919)

Board Members:

As you know, Patricia DePriest retained me for the above-captioned case on February 4, 2019, after litigation began against her for the actions she exercised in her official capacity as the Assessor for the Charter Township of Union ("Township"). The Township previously agreed in a special meeting to pay Mrs. DePriest's legal fees in this matter. Mrs. DePriest relied on this assurance when retaining Clark Hill to represent her. Subsequently, the Township decided to stop paying Mrs. DePriest's fees. There is now a remaining balance of \$29,083.28, see Current Invoice and Summary of Account, attached as **Exhibit 1**. From our review of publicly available records, we understand that the Township covers, or intends to cover, the legal fees of its employees, as demonstrated in the attached Employee Agreement. See attached Stuhldreher Employee Agreement, p. 12-13, 21, as **Exhibit 2**.

I have consistently recommended to my governmental clients that government entities fully indemnify their officials and employee(s) in litigation when the official or employee acted in their official capacity. As you may know, Michigan courts have recognized the principle that public officials acting in their official capacity may retain outside counsel without the permission of local governing body if the retention is justified by exigent circumstances. See *Smedley v Grand haven*, 125 Mich 424, 84 N.W. 626 (1900); *City of Warren v. Dannis*, 136 Mich App 651, 357 N.W.2d 731 (1984); *Exeter Twp Clerk v. Exeter Twp Bd.*, 108 Mich App 262, 310 N.W.2d 357 (1981)). In *Exeter Twp Clerk*, it was held that the Township abused its discretion in refusing to provide legal counsel or indemnification for legal expenses incurred by the Township Clerk in defending actions against her while acting in her legal capacity. There is no dispute that Mrs. DePriest was acting in her official capacity.

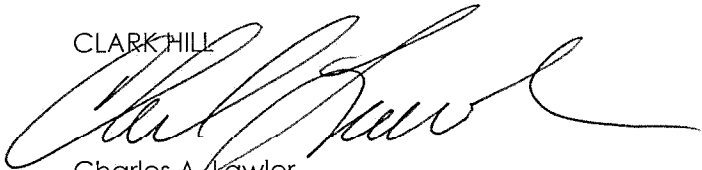
United States District Court for the Eastern District of Michigan's Chief Judge Denise Page Hood's September 29, 2022, Order granting Mrs. DePriest's Motion for Summary Judgment is proof that Mrs. DePriest did nothing wrong while acting in her official capacity in the *Pung v Kopke, et al* matter. Subsequently, the Plaintiff appealed that order to the United States 6th Circuit Court of Appeals. The Court of Appeals affirmed the District Court's order. See 6th Circuit Court of Appeals January 28, 2025, Opinion and January 28, 2025 Judgment, attached as **Exhibit 3**. The Plaintiffs then took it one step further and requested an *en banc* hearing, though not relating to the claims against Mrs. DePriest, and that was denied. See February 26, 2025 6th Circuit Court of Appeals Order, attached as **Exhibit 4**. These orders affirm that Mrs. DePriest did nothing wrong when acting in her official capacity relating to the assessment of the Pung property. Furthermore, those Orders may provide the Township evidence to pursue insurance coverage of Mrs. DePriest's legal fees. Such coverage would void the Township's responsibility to pay. In the meantime, this letter is a polite demand that the Township pay Mrs. DePriest's remaining legal fees for the following reasons:

- It is the right thing to do. Township officials and employees should have the confidence that if they perform their official duties in accordance with the laws of the State of Michigan that any attorney's fees, they may be subject to because of actions taken against them will be paid in full. I suspect the Board believes the Township should indemnify them if someone files suit against them;
- It appears that the Township is already providing protection against legal fees to some of its other employees; and
- It has been held in several other cases in Michigan that local units of government are responsible to pay, or indemnify, its employees and officials against litigation against them when they were acting in their official capacity.

Please feel free to reach out to me if you have any questions. Thank you for your anticipated cooperation relating to this request.

Sincerely,

CLARK HILL



Charles A. Lawler

CAL:kmt
Enclosures

cc: David L. Puskar, Esq. [w/Enclosure]



REQUEST FOR TOWNSHIP BOARD ACTION

TO: Board of Trustees	DATE: May 7, 2025
FROM: Mark Stuhldreher, Township Manager	DATE FOR BOARD CONSIDERATION: 05/14/2025
ACTION REQUESTED: Board of Trustees review of existing Policy Ends 1.0-1.5	

Current Action X Emergency

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

Finance Approval MDS

BACKGROUND INFORMATION

During the March 26th the Board meeting, a communication was provided outlining how the activities of the Administration during 2024 helped achieve the vision of the Board as outlined in the Ends section of the Governance Policy Manual.

The current Ends were last reviewed and updated the Board in July 2023. Looking forward and as we begin the FY 2026 budget development process, this is a suitable time to review the existing Ends to ensure they remain relevant and that they fully articulate the values of the Board of Trustees.

The initial meeting to review the Ends occurred at the April 9, 2025, Board of Trustee meeting. During that meeting certain changes to the Ends were agreed upon and it was agreed that the discussion would continue at a future Board meeting.

Attached is the existing Ends section of the policy as red-lined with the agreed upon changes.

SCOPE OF SERVICES

Ends policies are written to include the following components: a description who and/or what should be better off in the future; the desired "affect" to be produced and a statement of relative "priority." They are written with a mid to long term perspective in mind and taken together, roll up to the "purpose" of the organization in that they describe what the organization values and stands for and describes what you want the future to look like, not what it is today. The focus of the Ends is on external impacts or results, not operational activities.

JUSTIFICATION

A periodic review the Policy Ends ensures the administration efforts are focused on the vision and values as articulated by the Board of Trustees.

PROJECT IMPROVEMENTS

The following Board of Trustees vision and values are addressed in this review (From Policy 1.0: Global Ends)

- 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

Finalize the Policy Ends by the end of May 2025 so the Administration develops a recommended FY 2026 budget that addresses the vision and values of the Board of Trustees.

RESOLUTION

Not applicable

Section I: ENDS

(Changes Resulting from April 9, 2025 BOT Meeting)

1.0 POLICY TITLE: *GLOBAL END*

- 1.0 Union Township exists to support a sustainable community through the most effective use of resources that achieve the highest quality of life.

The highest quality of life encompasses sustained or enhanced:

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

- 1.1 Residents engage in a vibrant community life.

- 1.1.1 All demographics within the township can feel welcomed, feel belonging, and engage with the community.

1.1.1.1 A welcoming atmosphere, promoting tolerance and inclusion of all cultures, orientations, and economic status.

1.1.1.2 Fair and nondiscriminatory code enforcement

1.1.1.3 Residents take pride in their community, understand its past and engage in its future.

[Bryan is working on some Capital Planning language for inclusion](#)

- 1.1.2 Residents look to the township as a key information source for community activities, quality public services and resources in the region.

1.1.2.1 Create more frequent opportunities for citizen/Board dialogue

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

- 1.2.1 D i v e r s e and special communities are attracted by the community's creative and innovative spirit and high quality of life.

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

- 1.3.1 S a f e , accessible routes for pedestrians, bicyclists, and motorized vehicles.

- 1.3.2 S a f e drinking water and wastewater systems that meet or exceed

Michigan standards.

1.3.3 Ensure safe township spaces with resources for a healthy and active lifestyle.

1.3.4 Code enforcement to original specifications for all properties

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

1.4.1 Air, water and soil meet or exceed Michigan's quality standards.

1.4.2 People have optimum access to and enjoy a clean Chippewa River
~~through intergovernmental efforts.~~

1.4.3 Natural corridors optimized for enhanced commercial and residential districts.

1.4.4 Increase use of alternative forms of energy within Township facilities and operations.

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.

~~1.5.1 Controlled establishment of potentially undesirable businesses.~~

~~1.5.2 Create a purchasing policy that includes mechanism to encourage local purchase of goods and services within reasonable cost limits~~

1.5.3 Create mechanism to increase dialogue with business community to ensure quality services are provided

Ends Template

Name: _____

Consider the following when developing Ends:

- Ends are written to communicate the community's vision and values, as interpreted by the Board of Trustees, and to communicate same to the Administration.
- They should be achievable (not so broad or impossible as to be meaningless) yet ambitious (not so easy that they could be achieved quickly with little chance of failure).
- Strive for an economy of words and specificity; accurate & clear is more important than aesthetically pleasing.
- Avoid the temptation to include operational "means" when defining the organizational "Ends." Think of the Ends as the "destination," not "the car, or bicycle, or train."
- Focus on identifying and clearly expressing the Board's shared values.

With the above in mind, the form below may be worth completing prior to the discussion. The fields are set to "wrap text" so you should not have to worry about format.

Intended Affect or Desired Outcome to Be Produced	Intended Recipient(s) (Direct Beneficiary)	Priority (1=high; 4=low)	Notes