

**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 October 23, 2024, at 7:00 p.m. at the Union Township Hall.

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

**Smith moved Brown supported to appoint Treasurer Rice as temporary Clerk. Vote: Ayes: 5 Nays: 0. Motion carried.**

**Roll Call**

Present:

Supervisor Mielke, Treasurer Rice, Trustee Brown, Trustee Smith, and Trustee Thering

Excused: Trustee Bills and Clerk Cody (arrived at 7:18 p.m.)

**Approval of Agenda**

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

**Presentation**

- a. Mark Stuhldreher, Township Manager, gave a presentation on the FY 2025 Budget Recommendations.

**\*7:18 p.m. Clerk Cody arrived**

- b. Commissioner Engler, County Commissioner, gave county updates

**Public Hearing**

- a. FY 2025 Budget Recommendations

**Smith moved Cody supported to open the Public Hearing for the FY 2025 Budget Recommendations. Vote: Ayes: 5 Nays: 0. Motion carried.**

Open: 7:30 p.m.

No comments were offered.

Closed: 7:30 p.m.

**Public Comment**

Open: 7:31 p.m.

No comments were offered.

Closed: 7:31 p.m.

**Reports/Board Comments**

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

**B. October Monthly Activity Report**

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

Rodney addressed the Mackinac Center for Public Policy commentary published on October 18, 2024, to clarify some of the inaccuracies in the article.

**D. Board Member Reports**

Cody gave updates on Early Voting for the November 5<sup>th</sup> election.

Smith gave updates on the Isabella County Commissioners work session meeting.  
Rice gave updates on the Winter Tax Production.

### **Consent Agenda**

- A. Communications
- B. Minutes – October 9, 2024 – Regular Meeting
- C. Accounts Payable
- D. Payroll
- E. Meeting Pay
- F. Fire Reports
- G. Certify Delinquent Special Assessments from McGuirk Subdivision, Carriage Hill Estates, and Fox Meadows Estates
- H. Consider approval of an Intergovernmental Agreement with Isabella County to allow access to the County Register of Deeds Property Deed Access Portal

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

### **New Business**

- A. **Discussion/Action: (Nanney) Introduction and First Reading zoning Ordinance Amendments – Administrative approvals on Final Site Plan**

**Cody** moved **Rice** supported to introduce and conduct a First Reading for the proposed PTXT 24-02 amendments to Section 14.2 (Site Plan Review) and Section 12.5 (Nonconforming Sites) to allow for administrative approval of a final site plan under certain circumstances and for the Zoning Administrator to apply the nonconforming site provisions to minor site plans, as recommended by the Planning Commission. **Vote: Ayes: 6 Nays: 0. Motion carried.**

- B. **Discussion/Action: (Stuhldreher) Consideration of Department Director Employment Agreement Amendment Authorization**

**Cody** moved **Brown** supported to authorize the Township Manager to amend the previously approved Standard Department Director At-Will Employment Agreement, which was approved to form and substance for use by the Township Manager's Office, by allowing for four (4) months of severance instead of the current three (3) months severance payment when a Department Director is terminated without cause and has worked for the Township at least three (3) years. **Roll Call Vote: Ayes: Mielke, Cody, Rice, Brown, Smith, and Thering. Nays: 0. Motion carried.**

- C. **Discussion/Action: (Teall) Policy Governance 2.5 Financial Conditions and Activities**

Discussion by the Board.

- D. **Discussion/Action: (Board of Trustees) Policy Governance 4.3 Delegation to the Township Manager & Management Team**

Discussion by the Board.

- E. **Discussion/Action: (Board of Trustees) FY 2025 Recommended Budget Discussion and Consideration of Adoption**

**Cody** moved **Rice** supported to adopt the 2025 FY Budget for the various funds as shown in attached budget document at the department level subject to all Township policies regarding the expenditures of funds,

budget management, budget reporting, other financial related policies, and technical typographical corrections, if any; and to adopt the attached fee schedule and the following millage subject to reduction by the Headlee Millage Reduction Fraction to be levied for the fiscal year 2025. **Roll Call Vote: Ayes: Mielke, Cody, Rice, Brown, Smith, and Thering. Nays: 0. Motion carried.**

**EXTENDED PUBLIC COMMENT: RESTRICTED TO 5 MINUTES REGARDING ANY ISSUE**

Open: 8:46 p.m.

No comments were offered.

Closed: 8:46 p.m.

**MANAGER COMMENTS**

- Reminder that the Township Hall will be closed for regular business on November 5<sup>th</sup> during the election. Staff will be on site working.
- The water bill due dates have been extended to November 6th.
- Thanked Finance Director Teall for her efforts assembling the FY 2025 budget.

**FINAL BOARD MEMBER COMMENT**


Thering – Thanked the manager and staff for a wonderful budget.

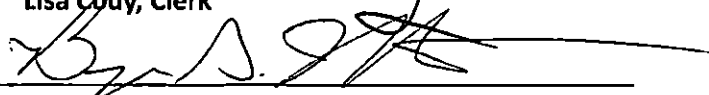
Mielke – Get out and vote. Best of luck to all that want to serve their community.

**ADJOURNMENT**

Rice moved Smith supported to adjourn the meeting at 8:48 p.m. **Vote: Ayes: 6. Nays: 0. Motion carried.**

APPROVED BY:

  
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Lisa Cody, Clerk

  
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Bryan Mielke, Supervisor

(Recorded by Tera Green)