

**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 January 24, 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, Trustee Bills, Trustee Brown, Trustee Smith and Trustee Thering

Excused:

Treasurer Rice

**Approval of Agenda**

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

**Presentation**

- a. Commissioner Engler was there to answer questions regarding the proposed county millage.

**Public Comment**

Open: 7:12 p.m.

No comments were offered.

Closed: 7:13 p.m.

**Reports/Board Comments**

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

1. **Appointment to the Planning Commission for a 3-year term**

Mielke moved Brown supported to reappoint Stan Shingles for a 3-year term to the Planning Commission with a term ending 2/15/2027. **Vote: Ayes: 6. Nays: 0. Motion carried.**

**B. January Monthly Activity Report**

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

**D. Board Member Reports**

Cody – gave updates on the January 24<sup>th</sup> Election Committee meeting, the Public Accuracy Testing and the Annual Joint Road Commission Meeting.

Bills – gave an update on the January 17<sup>th</sup> Council of Governance meeting.

Smith – gave updates on the January 2<sup>nd</sup> and 16<sup>th</sup> Isabella County Board of Commissioners meeting and the January 24<sup>th</sup> Intergovernmental Liaison meeting.

**Consent Agenda**

- A. Communications
- B. Minutes – January 10, 2024 – Regular Meeting
- C. Accounts Payable
- D. Payroll
- E. Meeting Pay
- F. Fire Reports

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

## **New Business**

### **A. Discussion/Action: (Stuhldreher) IT Managed Service Agreement with CMS**

Smith moved Cody supported to renew the Managed IT Services Statement of Work with CMS Inter.net LLC for a monthly cost of \$5,292.70 and authorize the Township Manager to execute said Agreements. **Vote: Ayes: 6. Nays: 0. Motion carried.**

### **B. Discussion/Action: (Nanney) Michael Engineering Addition, 5625 Venture Way, IFTE Application**

Bills moved Brown supported to adopt a resolution of approval for a new Industrial Facilities Tax Exemption certificate and associated Agreement of Understanding for an 11,760 square-foot addition to the existing Michael Engineering, Ltd. Facility at 5625 Venture Way (PID 14-152-00-006-01) in an existing Industrial Development District that is part of the Enterprise Industrial Park, for a term of eight (8) years beginning in the 2025 tax year. **Roll Call Vote: Ayes: Mielke, Cody, Bills, Brown, Smith, and Thering. Nays: 0. Motion carried.**

### **C. Discussion/Action: (Nanney) 2024 Gourdie Fraser Engineering Services – S Lincoln – E Pickard Sidewalk Project**

Bills moved Smith supported to approve the agreement with Gourdie-Fraser, Inc. in the amount not to exceed \$27,500.00 to provide civil engineering and construction administration services for completion of approximately 1,300 linear feet of new sidewalk construction along the north side of Pickard Rd. from the S. Lincoln Rd. intersection east to the existing sidewalk near Ashland Dr.; and to authorize the Township Manager to sign the agreement. **Vote: Ayes: 6. Nays: 0. Motion carried.**

### **D. Discussion/Action: (Stuhldreher) At Will Employment Agreement**

Brown moved Cody supported to approve the form, substance and use by the Township Manager's Office, of the Standard Department Director At-will Employment Agreement with an amendment to the Termination Without Cause section to require three years of employment after which time the employee will receive 3 months of severance payments and the continuation of the described benefits for a 3-month period. **Roll Call Vote: Ayes: Mielke, Cody, Brown, and Thering. Nays: Bills and Smith. Motion carried.**

### **E. Discussion/Action: (Board of Trustees) Discussion/Preparation for Annual Joint Discussion by the Board**

### **F. Discussion/Action: (Stuhldreher) Policy Governance 2.1 Treatment of Consumers Discussion by the Board**

### **G. Discussion/Action: (Teall) Policy Governance 2.5 Financial Conditions Discussion by the Board**

### **H. Discussion/Action: (Stuhldreher) Policy Governance 3.1 Governing Style Discussion by the Board**

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

Open: 9:25 p.m.

No comments were offered.

Closed: 9:25 p.m.

### **MANAGER COMMENTS**

Commented on the proposed upgrades to Meridian Rd.

**FINAL BOARD MEMBER COMMENTS**

Brown – Welcomed the community to watch the meetings and see how the board works together.

Bills – Countdown to Spring

Cody – Thanked the front office staff for the help with election preparation.

Mielke – Commented on becoming a new grandparent.

**ADJOURNMENT**

Smith moved **Brown** supported to adjourn the meeting at 9:30 p.m. **Vote: Ayes: 6 Nays: 0. Motion carried.**

APPROVED BY:



Lisa Cody, Clerk



Bryan Mielke, Supervisor

*(Recorded by Tera Green)*