

Charter Township of Union

**Economic Development Authority Board (EDA)
Regular Meeting – Union Township Hall
Tuesday, February 18, 2025, at 4:30 p.m.**

AGENDA

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. APPROVAL OF AGENDA
5. APPROVAL OF MINUTES
 - January 21, 2025, Regular Meeting
6. CORRESPONDENCE
7. PUBLIC COMMENT
8. REPORTS
 - A. Accounts payable Approval
 - East DDA District #248 – Check Register
 - West DDA District #250 – Check Register
 - B. Financial Reports: Income / Expense Statement; Balance Sheet
 - East DDA District #248
 - West DDA District #250
 - C. Board Member Matrix
9. NEW BUSINESS
10. DIRECTOR COMMENTS
11. FINAL BOARD COMMENTS
12. ADJOURNMENT
 - Next regularly scheduled meeting Tuesday, March 18, 2025, at 4:30pm

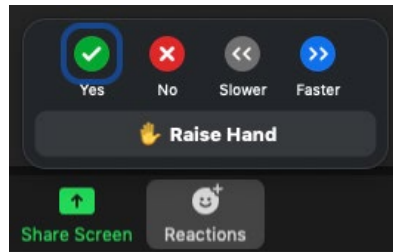
Hybrid Meeting Instructions for the Economic Development Authority Board

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

[Click here](#) to participate in the Zoom Meeting via computer or smart phone. (Meeting ID Enter “849 6026 5496” Password enter “980373”). Access to the electronic meeting will open at 4:20 p.m. and meeting will begin at 4:30 p.m.

Telephone conference call, dial (312-626-6799). Enter “849 6026 5496” and the “#” sign at the “Meeting ID” prompt, and then enter “980373” at the “Password” prompt. Lastly, re-enter the “#” sign again at the “Participant ID” prompt to join the meeting.

- All public comments will be taken at the 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 made, 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.

**Charter Township of Union
Economic Development Authority Board (EDA)
Regular Board Meeting
Tuesday, January 21, 2025**

MINUTES

A regular meeting of the Charter Township of Union Economic Development Authority Board was held on January 21, 2025, at the Union Township Hall 2010 S. Lincoln Rd, Mt. Pleasant, MI 48858.

Meeting called to order at 4:30 p.m.

ROLL CALL

Present: Bacon, Kequom, Mielke, Barz, Coyne, Sweet

Excused: Zalud, Figg

Absent: Chowdhary

Others Present: Rodney Nanney – Community & Economic Development Director, Sherrie Teall – Finance Director, Amy Peak – Building Services Clerk

APPROVAL OF AGENDA

MOTION by **Barz** SUPPORTED by **Coyne** to APPROVE the agenda as presented. **MOTION CARRIED 6-0.**

APPROVAL OF MINUTES

MOTION by **Sweet** SUPPORTED by **Coyne** to APPROVE minutes from November 19, 2024, regular meeting as presented. **MOTION CARRIED 6-0.**

PUBLIC COMMENT - None

ACCOUNTS PAYABLE/ FINANCIAL STATEMENTS

Finance Director – Sherrie Teall reviewed the accounts payable for the East DDA 11/20/24 – 1/20/25.

MOTION by **Barz** SUPPORTED by **Sweet** to APPROVE the East DDA payables as presented in the amount of \$24,671.98. **MOTION CARRIED 6-0.**

Finance Director – Sherrie Teall reviewed the accounts payable for the West DDA 11/20/24 – 1/20/25.

MOTION by **Mielke** SUPPORTED by **Sweet** to APPROVE the West DDA payable as presented in the amount of \$4,049.95. **MOTION CARRIED 6 - 0.**

Financial reports were RECEIVED AND FILED by Chair Kequom.

NEW BUSINESS - None

BOARD COMMENTS

- Mielke commented on how great the holiday lighting along the Pickard St corridor in the East DDA looked through the holiday season.
- Jeff Sweet thanked the Board for having the opportunity to serve on the EDA Board, however because of family commitments he has chosen not to apply to serve for another term.

DIRECTOR COMMENTS

- Gave updates on the irrigation design project and on the damage done to the street light pole in front of Doug’s Small Engine by an unlicensed driver.

- Director Nanney also expressed his sympathies for the loss of Jim McBryde and his appreciation for his work in the community and with the MMDC.

Next regular EDA meeting to be held on February 18, at 4:30pm.
Meeting adjourned 4:55pm.

APPROVED BY

Thomas Kequom, EDA Board Chair

(Recorded by Amy Peak)

DRAFT

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	Squatrito	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	2/15/2025
7	Paul	Gross	2/15/2025
8	Nivia	McDonald	2/15/2026
9	Philip	Browne Jr.	2/15/2025
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	2/13/2025
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		
Cultural and Recreational Commission (1 seat from Township) 3 year term			
#	F Name	L Name	Expiration Date
1	Vacant		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	Vacant		11/20/2028
3	Vacant		11/20/2028

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 248 EDDA CHECKING						
02/04/2025	248	124 (E)	00146	CONSUMERS ENERGY	4675 E PICKARD	67.07
					4923 E PICKARD	76.92
					2027 FLORENCE	70.04
					5770 E PICKARD STE A	119.21
					5770 E PICKARD STE B	29.49
					5771 E PICKARD STE A	145.61
					5771 E PICKARD STE B	29.33
					4592 E PICKARD STE A	69.27
					4592 E PICKARD STE B	29.15
					1940 S ISABELLA	68.63
					4900 E PICKARD	75.35
					5157 E PICKARD STE A	63.17
					5157 E PICKARD STE B	29.33
					2029 2ND ST	127.19
					5325 E PICKARD	134.54
						<u>1,134.30</u>
02/18/2025	248	4453	00072	BLOCK ELECTRIC	REMOVE GATEWAY BANNERS-DEC 2024	150.00
02/18/2025	248	4454	01927	JOHNNY'S LAWN CARE, LLC	EDDA SIDEWALK SNOW REMOVAL-JAN 2025	870.04
02/18/2025	248	4455	00450	M M I	PARK BENCH-GROUNDS MAINT-JAN 2025	360.00
						<u>360.00</u>

248 TOTALS:

Total of 4 Disbursements:

2,514.34

02/11/2025 04:15 PM
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DB: Union

CHECK REGISTER FOR CHARTER TOWNSHIP OF UNION
CHECK DATE FROM 01/22/2025 - 02/18/2025

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 250 WDDA CHECKING						
02/18/2025	250	313	01927	JOHNNY'S LAWN CARE, LLC	WDDA-SIDEWALK SNOW REMOVAL-JAN 2025	<u>516.65</u>
250 TOTALS:						
Total of 1 Checks:						516.65
Less 0 Void Checks:						0.00
Total of 1 Disbursements:						<u>516.65</u>

User: SHERRIE

PERIOD ENDING 01/31/2025

DB: Union

GL NUMBER	DESCRIPTION	YTD BALANCE		2025		YTD BALANCE		% BDGT USED
		NORMAL	(ABNORMAL)	ORIGINAL BUDGET	2025 AMENDED BUDGET	NORMAL	(ABNORMAL)	
Fund 248 - EAST DDA FUND								
Revenues								
Dept 000 - NONE								
248-000-402.000	CURRENT PROPERTY TAX	0.00		575,000.00	575,000.00	0.00		0.00
248-000-402.100	PRIOR YEARS PROPERTY TAXES	0.00		(250.00)	(250.00)	0.00		0.00
248-000-412.000	DELQ PERSONAL PROPERTY CAPT	0.00		300.00	300.00	8.22		2.74
248-000-414.000	PROPERTY TAX REFUNDS-BOR MTT	0.00		(2,000.00)	(2,000.00)	0.00		0.00
248-000-445.000	INTEREST ON TAXES	0.00		500.00	500.00	4.68		0.94
248-000-573.000	STATE AID REVENUE-LCSA	0.00		75,000.00	75,000.00	0.00		0.00
248-000-665.000	INTEREST EARNED	7,106.27		87,000.00	87,000.00	10,123.42		11.64
248-000-672.000	OTHER REVENUE	0.00		500.00	500.00	25,539.00		5,107.80
Total Dept 000 - NONE		7,106.27		736,050.00	736,050.00	35,675.32		4.85
TOTAL REVENUES		7,106.27		736,050.00	736,050.00	35,675.32		4.85
Expenditures								
Dept 336 - FIRE DEPARTMENT								
248-336-830.000	PUBLIC SAFETY - FIRE PROTECTION	0.00		88,000.00	88,000.00	0.00		0.00
Total Dept 336 - FIRE DEPARTMENT		0.00		88,000.00	88,000.00	0.00		0.00
Dept 728 - ECONOMIC DEVELOPMENT								
248-728-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	3,156.90		22,300.00	22,300.00	2,860.00		12.83
248-728-801.001	MAINT- BENCHES/TRASH RECEPTACLES	0.00		5,000.00	5,000.00	0.00		0.00
248-728-801.003	SIDEWALK SNOWPLOWING	4,857.61		19,000.00	19,000.00	870.04		4.58
248-728-801.004	LAWN CARE	0.00		35,000.00	35,000.00	0.00		0.00
248-728-801.005	IRRIGATION / LIGHTING REPAIRS	0.00		23,000.00	23,000.00	0.00		0.00
248-728-801.007	FLOWER/LANDSCAPE MAINTENANCE	0.00		49,000.00	49,000.00	0.00		0.00
248-728-880.000	COMMUNITY PROMOTION	0.00		16,500.00	16,500.00	0.00		0.00
248-728-883.000	COMMUNITY IMPROVEMENT GRANTS	0.00		40,000.00	40,000.00	0.00		0.00
248-728-885.000	STREET LIGHT BANNERS/CHRISTMAS	4,500.00		23,000.00	23,000.00	0.00		0.00
248-728-900.000	PRINTING & PUBLISHING	0.00		250.00	250.00	0.00		0.00
248-728-920.000	ELECTRIC/NATURAL GAS	1,273.65		17,000.00	17,000.00	1,134.30		6.67
248-728-920.200	WATER & SEWER CHARGES	0.00		8,000.00	8,000.00	0.00		0.00
248-728-940.000	LEASE/RENT	0.00		1,200.00	1,200.00	0.00		0.00
248-728-955.000	MISC.	0.00		100.00	100.00	0.00		0.00
248-728-957.300	MEMBERSHIP & DUES	0.00		500.00	500.00	0.00		0.00
248-728-963.000	PROPERTY/LIABILITY INSURANCE	2,125.46		2,200.00	2,200.00	0.00		0.00
248-728-967.200	WATER SYSTEM PROJECTS	0.00		500,000.00	500,000.00	0.00		0.00
248-728-967.400	STREET/ROAD PROJECTS	0.00		200,000.00	200,000.00	0.00		0.00
248-728-967.500	SIDEWALK/PATHWAY PROJECTS	0.00		225,000.00	225,000.00	0.00		0.00
248-728-971.000	CAPITAL OUTLAY-LAND	0.00		400,000.00	400,000.00	0.00		0.00
248-728-974.000	LAND IMPRVMENTS-GENERAL	0.00		20,000.00	20,000.00	0.00		0.00
248-728-974.200	LAND IMPRVMENTS-PICKARD RIGHT OF WAY	0.00		450,000.00	450,000.00	0.00		0.00
248-728-974.201	LAND IMPRVMENTS-5800 PICKARD/ENTERPRIS	0.00		40,000.00	40,000.00	0.00		0.00
248-728-974.202	LAND IMPRVMENTS-2120 YATS DR	0.00		210.00	210.00	0.00		0.00
248-728-974.203	LAND IMPRVMENTS-JONATHON LANE	0.00		210.00	210.00	0.00		0.00
Total Dept 728 - ECONOMIC DEVELOPMENT		15,913.62		2,097,470.00	2,097,470.00	4,864.34		0.23
TOTAL EXPENDITURES		15,913.62		2,185,470.00	2,185,470.00	4,864.34		0.22

User: SHERRIE

DB: Union

PERIOD ENDING 01/31/2025

GL NUMBER	DESCRIPTION	YTD BALANCE 01/31/2024		2025		YTD BALANCE 01/31/2025		% BDGT USED
		NORMAL	(ABNORMAL)	ORIGINAL BUDGET	2025 AMENDED BUDGET	NORMAL	(ABNORMAL)	
Fund 248 - EAST DDA FUND								
Fund 248 - EAST DDA FUND:								
TOTAL REVENUES			7,106.27	736,050.00	736,050.00		35,675.32	4.85
TOTAL EXPENDITURES			15,913.62	2,185,470.00	2,185,470.00		4,864.34	0.22
NET OF REVENUES & EXPENDITURES			(8,807.35)	(1,449,420.00)	(1,449,420.00)		30,810.98	2.13

PERIOD ENDING 01/31/2025

GL NUMBER	DESCRIPTION	YTD BALANCE		2025		YTD BALANCE		% BDGT USED
		NORMAL	(ABNORMAL)	ORIGINAL BUDGET	2025 AMENDED BUDGET	NORMAL	(ABNORMAL)	
Fund 250 - WEST DDA FUND								
Revenues								
Dept 000 - NONE								
250-000-402.000	CURRENT PROPERTY TAX	0.00		454,000.00		454,000.00	0.00	0.00
250-000-412.000	DELQ PERSONAL PROPERTY CAPT	0.00		50.00		50.00	0.00	0.00
250-000-414.000	PROPERTY TAX REFUNDS-BOR MTT	0.00		(2,000.00)		(2,000.00)	0.00	0.00
250-000-445.000	INTEREST ON TAXES	0.00		200.00		200.00	0.00	0.00
250-000-573.000	STATE AID REVENUE-LCSA	0.00		2,900.00		2,900.00	0.00	0.00
250-000-665.000	INTEREST EARNED	4,861.56		56,000.00		56,000.00	5,949.48	10.62
Total Dept 000 - NONE		4,861.56		511,150.00		511,150.00	5,949.48	1.16
TOTAL REVENUES		4,861.56		511,150.00		511,150.00	5,949.48	1.16
Expenditures								
Dept 336 - FIRE DEPARTMENT								
250-336-830.000	PUBLIC SAFETY - FIRE PROTECTION	0.00		73,000.00		73,000.00	0.00	0.00
Total Dept 336 - FIRE DEPARTMENT		0.00		73,000.00		73,000.00	0.00	0.00
Dept 728 - ECONOMIC DEVELOPMENT								
250-728-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	2,500.00		13,300.00		13,300.00	2,500.00	18.80
250-728-801.003	SIDEWALK SNOWPLOWING	3,859.80		9,000.00		9,000.00	516.65	5.74
250-728-880.000	COMMUNITY PROMOTION	0.00		16,500.00		16,500.00	0.00	0.00
250-728-883.000	COMMUNITY IMPROVEMENT GRANTS	0.00		40,000.00		40,000.00	0.00	0.00
250-728-900.000	PRINTING & PUBLISHING	0.00		250.00		250.00	0.00	0.00
250-728-955.000	MISC.	0.00		100.00		100.00	0.00	0.00
250-728-957.300	MEMBERSHIP & DUES	0.00		500.00		500.00	0.00	0.00
250-728-967.400	STREET/ROAD PROJECTS	0.00		50,000.00		50,000.00	0.00	0.00
250-728-967.500	SIDEWALK/PATHWAY PROJECTS	0.00		175,000.00		175,000.00	0.00	0.00
250-728-974.204	LAND IMPRVMENTS-REMUS RD RIGHT OF WAY	0.00		50,000.00		50,000.00	0.00	0.00
Total Dept 728 - ECONOMIC DEVELOPMENT		6,359.80		354,650.00		354,650.00	3,016.65	0.85
TOTAL EXPENDITURES		6,359.80		427,650.00		427,650.00	3,016.65	0.71
Fund 250 - WEST DDA FUND:								
TOTAL REVENUES		4,861.56		511,150.00		511,150.00	5,949.48	1.16
TOTAL EXPENDITURES		6,359.80		427,650.00		427,650.00	3,016.65	0.71
NET OF REVENUES & EXPENDITURES		(1,498.24)		83,500.00		83,500.00	2,932.83	3.51

Fund 248 EAST DDA FUND

GL Number	Description	Balance
*** Assets ***		
248-000-001.000	CASH	2,494.23
248-000-002.000	SAVINGS	318,877.01
248-000-003.001	CERTIFICATE OF DEPOSIT	2,184,229.18
248-000-123.000	PREPAID EXPENSES	2,371.44
248-000-128.000	ASSETS HELD FOR SALE	32,557.27
Total Assets		2,540,529.13
*** Liabilities ***		
248-000-202.000	ACCOUNTS PAYABLE	2,514.34
Total Liabilities		2,514.34
*** Fund Balance ***		
248-000-375.000	RESTRICTED FUND BALANCE	2,038,746.16
Total Fund Balance		2,038,746.16
Beginning Fund Balance - 2024		2,038,746.16
Net of Revenues VS Expenditures - 2024		468,457.65
*2024 End FB/2025 Beg FB		2,507,203.81
Net of Revenues VS Expenditures - Current Year		30,810.98
Ending Fund Balance		2,538,014.79
Total Liabilities And Fund Balance		2,540,529.13

* Year Not Closed

Fund 250 WEST DDA FUND

GL Number	Description	Balance
*** Assets ***		
250-000-001.000	CASH	973.54
250-000-002.000	SAVINGS	471,635.96
250-000-002.001	SHARES	53.70
250-000-003.001	CERTIFICATE OF DEPOSIT	1,148,880.88
Total Assets		1,621,544.08
*** Liabilities ***		
250-000-202.000	ACCOUNTS PAYABLE	516.65
Total Liabilities		516.65
*** Fund Balance ***		
250-000-375.000	RESTRICTED FUND BALANCE	1,207,348.08
Total Fund Balance		1,207,348.08
Beginning Fund Balance - 2024		1,207,348.08
Net of Revenues VS Expenditures - 2024		410,746.52
*2024 End FB/2025 Beg FB		1,618,094.60
Net of Revenues VS Expenditures - Current Year		2,932.83
Ending Fund Balance		1,621,027.43
Total Liabilities And Fund Balance		1,621,544.08

* Year Not Closed