



Milton Township

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Unofficial Minutes for Milton Township Board of Trustees Regular Board Meeting Milton Township Hall - 32097 Bertrand St., Niles, MI Tuesday April 19th, 2016 6:30 P.M.

The meeting was called to order at 7:00 pm and the pledge was recited.

Present: Robert Benjamin, Treasurer Susan Flowers, Clerk Steve Sante, Trustee Eric Renken, Trustee Kelly Sweeney (By Telephone)

Committee Reports

Renken reports that the former director of SMCAS has a warrant for his arrest, as he has been charged for the alleged embezzlement of \$98,000. Renken went on to report that the missing funds were found to be missing due to the hard work of the present executive director, Brian Scribner.

Renken was unable to provide much information, due to the ongoing investigation. He did note that the alleged embezzlement occurred prior to the Township contracting with SMCAS.

Benjamin reports the contract between Milton Township and the Edwardsburg Fire Department has been submitted for their review.

Planning Commission

Sweeney reports the Township Attorney is reviewing the new zoning ordinance. It is the PC's intent to have the zoning ordinance completed at the May 3rd meeting. It will be forwarded to the BOT at that time for review. Public meetings are expected at the end of May.

Rick Behnke provided a crime report for Milton Township and it was discussed at length. A copy of which is inserted into the Board Packet.

Approval of Agenda

Add #7 ZBA
#8 QuickBooks
Move #2 Business with Attendees-Road Contracts to number 1

Approval of Previous Minutes

Motion: Flowers made a motion to approve the 3/15/16 budget public hearing minutes as presented.

Second: Renken

Discussion: None

Motion Carried Unanimously

Motion: Renken made a motion to approve the 3/15/16 regular meeting minutes as presented.

Second: Renken

Discussion: None
Motion Carried Unanimously

Motion: Renken made a motion to approve the 3/29/16 special meeting minutes as amended.
Second: Flowers
Discussion: None
Motion Carried Unanimously

Road Contracts

There were several road contracts in the board packet which were provided by the CCRC. A lengthy discussion occurred about Frantz Drive and how to pay for its repaving.

Benjamin accepted public comment on the Road Contracts. Two members of the public spoke on Frantz Drive. One indicated the worst portion of the street is at the end. The other indicated it likely was not feasible to break the repaving of the road into two projects.

Motion: Benjamin made a motion to approve the following contracts with the CCRC: 16-07-01, 16-07-02, 16-07-03, 16-07-04, 16-07-04, 16-07-05, and 16-07-07
Second: Sante
Discussion: None
Roll Call: Flowers Y, Renken Y, Sante Y, Sweeney Y, Benjamin Y

Motion: Benjamin made a motion to approve the road striping contract which is numbered: 16-06-06.
Second: Renken
Discussion: None
Roll Call: Flowers Y, Renken Y, Sante Y, Sweeney Y, Benjamin Y

Motion: Benjamin made a motion to approve Phase II of the multi-use path project in the amount of \$23,500.
Second: Renken
Discussion: None
Roll Call: Flowers Y, Renken Y, Sante Y, Sweeney Y, Benjamin Y

Motion: Benjamin made a motion to fund Phase III of the multi-use path project in the amount of \$9,700.
Second: Renken
Discussion: None
Roll Call: Flowers Y, Renken Y, Sante Y, Sweeney Y, Benjamin Y

Fire Services

A discussion occurred to set the fire districts. The Township Attorney joined the conversation via telephone at 8:12pm.

Motion: Benjamin made a motion to send the contract for fire services with Niles Charter Township for their review and approval.
Second: Sante
Discussion: It was noted that a date and time for the public hearings was not made.
Motion Carried Unanimously

Motion: Benjamin made a motion to approve the special assessment resolution, which is dated 2016-1.

Second: Sweeney
Discussion: None
Motion Carried Unanimously
Roll Call: Flowers Y, Renken Y, Sante Y, Sweeney Y, Benjamin Y

Sweeney leaves the meeting at 8:25pm.

Motion: Benjamin made a motion to approve the special assessment resolution, which is dated 2016-2.
Second: Renken

Sweeney returns at 8:26.

Discussion: None
Roll Call: Flowers Y, Renken Y, Sante Y, Sweeney Y, Benjamin Y

Motion: Benjamin makes a motion to appoint Renken to the Fire Board for a two year term ending 3/31/18.

Second: Sante

Discussion: None

Motion Carried Unanimously

Motion: Renken made a motion to appoint Benjamin to the Fire Board for a one year term ending 3/31/17.

Second: Flowers

Discussion: None

Motion Carried Unanimously

Undersheriff Richard Behnke spoke on the possibility of having additional police protection in the township to take care of special issues that may be occurring. The cost is thought to be \$300 per six hour shift. The board seemed to view the project favorably and the Undersheriff was asked to provide a quote.

SMCAS

Brian Scribner, whom is the executive director of SMCAS, addressed the board on various issues. The issues were as follows:

- Discussion on possibility of moving an ambulance crew to Howard Township

- SMCAS's possible use of the Old Township Hall

- Setting up a SAD to meet funding needs

Rental Updates

A sealed bid was submitted by Herman Arnold for the purchase of the Old Township Hall building. (Building Only) The offer was for \$7,000. Mr. Arnold indicated he is willing to wait until August to see if SMCAS can use the building. No action was taken by the board.

The board took a two minute break at 9:10pm.

Township Policies: No polices provided for review.

Risk Mitigation Response: Tabled

Township Internet Services

Benjamin reported the costs of running a fiber cable to the township building to use the Midwest Internet service are high.

A review of the Milton Township Wi-Fi Terms of Service and Acceptable Use Policy was made.

Motion: Benjamin made a motion to approve the policy as written.

Second: Sante

Discussion: None

Motion Carried Unanimously

Park Policies

Motion: Benjamin made a motion authorizing the Supervisor to be in charge of the park, the grounds keeper, and all exterior grounds keeping around the building.

Second: Flowers

Discussion: None

Motion Carried Unanimously

Benjamin has the following goals for the park:

- Rotate the ball diamond

- Add a pavilion

- Defund the budgeted amount for the purchase of an ATV for the multi-use path maintenance

Benjamin indicated he would like the board to authorize the purchase of signage for the park and made the following motion:

Motion: Benjamin made a motion authorizing the supervisor to purchase signage out of the park budget.

Second: Renken

Discussion: None

Motion Carried Unanimously

PTO Guidance/Discussion

Benjamin and Flowers asked for board input on policies relating to PTO for the employees. No board action was taken.

DASAS Request

The DASAS organization sent a letter asking the board to approve a contract with them for services. No board action was taken.

Weather Alert Siren

Benjamin provided quotes for weather sirens and a discussion on the quotes occurred.

Motion: Whereas Westshore is the sole source to Cass County and the City of Niles due to specific equipment and installation Milton Township wishes to purchase Federal 508 AC/DC Siren at \$24,500.

Second: Sante

Discussion: None

Roll Call: Flowers Y, Renken Y, Sante Y, Sweeney Y, Benjamin Y

Resident Request to Hunt in Park

A resident requested that hunting be allowed in the park. Due to safety concerns no action was taken.

Zoning Board of Appeals

Motion: Benjamin made a motion to appoint Jeremy Clanton to the ZBA as the PC representative to a term of two years ending June 30, 2018.

Second: Sweeney

Discussion: None

Motion Carried Unanimously

QuickBooks

Sante asked for guidance from the board on QuickBooks. No action was taken.

Budget

Benjamin made budget resolution 2016-11R as follows:

Roads	+31,378.21
Striping	-\$757.46
Multi-Use Path	-\$800.00
General Fund	-\$29,820.75

Second: Renken

Discussion: None

Roll Call: Flowers Y, Renken Y, Sante Y, Sweeney Y, Benjamin Y

Motion: Benjamin made a motion to approve two handicapped children signs to be installed in the township.

Second: Sweeney

Discussion: None

Roll Call: Flowers Y, Renken Y, Sante Y, Sweeney Y, Benjamin Y

Financial Report:

Flowers reports the township funds total \$647,849.20.

Approval of Checks:

Motion: Sante made a motion to approve the checks as written with the addition of the following:

\$2,434.00	Landmark
\$33,236.79	Cass County Road Commission

Second: Benjamin

Discussion: None

Roll Call: Flowers Y, Renken Y, Sante Y, Sweeney Y, Benjamin Y

Adjournment:

Motion: Sweeney made a motion to adjourn at 10:03pm

Second: Benjamin

Discussion: None

Motion Carried Unanimously