

Milton Township

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MILTON TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING at 7:00pm

April 4, 2013

Meeting of the Milton Township Board was called to order April 4, 2013 at 7:00pm, at the township hall with Supervisor Robert Benjamin presiding. Pledge of Allegiance Recited.

BOARD MEMBERS PRESENT

Supervisor - R. Benjamin, Clerk - S. Kronewitter, Treasurer - S. Flowers, Trustee - E. Renken, Trustee - K. Sweeney

OTHERS PRESENT: Representatives from Wolverine Pipeline, Richard Hebard, PC Chairman - Catherine Kauffman, Township Attorney.

PUBLIC COMMENT: None

APPROVAL OF PREVIOUS MINUTES

Motion: Sweeney
Motion to approve the minutes of March 18, 2013 as presented.
Second: Renken
All in Favor: YES - Motion Carries

Motion: Renken
Motion to approve the minutes of March 28, 2013 as presented.
Second: Flowers
All in Favor: YES - Motion Carries

WOLVERINE PIPELINE PRESENTATION

Bobbie Tinkham, Fred Hipshear, Edwin Peters of Wolverine Pipeline discussed their two lines running through Milton Township. Their pumping station is on 3rd Street, Niles, MI. They have 700 miles of pipeline in Michigan. This is the 1st presentation held in Milton Township. It included safety measures their company is taking and information that residents need to know, particularly Miss Dig and her 811 telephone number. They also notified us of airplanes flying above our lines at least every three weeks for detection of any issues that may need attention by their company. Benjamin will have our Zoning Administrator put the 811 information on our website.

2013-2014 LAWN MAINTENANCE & SNOW PLOWING CONTRACT

Discussions found the bids submitted were extremely close in price. Kronewitter would like the board to consider awarding two contracts in the future as some companies may be better at lawn maintenance and others at snow plowing.

Motion: Renken

Motion to accept contract with Braden Green Thumb for 2013-2014 Lawn Maintenance and Snow Plowing.

Second: Sweeney

ROLL CALL VOTE: Benjamin – Yes, Flowers – Yes, Kronewitter – Yes, Renken - Yes, Sweeney - Yes.

Motion Carries 5-0.

ARCHITECT CONTRACT/CAPITAL IMPROVEMENT PROJECTS

Discussion: Supervisor stated over a year ago he wished to discuss expanding our building, and had some rough written ideas. About three months ago, Benjamin reached out to Richard Hebard to look at those ideas and was told by Hebard, you should take a different approach. You need to look at a 25 year plan and the property as a whole. Many ideas were discussed and Hebard showed up every Wednesday evening for months to the township with drawings and plans. More formal discussions were held with the PC and Head-start. New officials met individually with Richard to provide input. What came out of these ideas and weeks of plans was to begin the process on how we should we go forward for the park and a township building. Benjamin now comes to the board with intentions to ask the board to fund \$98,500.00 for financing the architectural design of the project.

ARCHITECT CONTRACT – PRESENTATION HEBARD & HEBARD ARCHITECTS

Richard Hebard of Hebard & Hebard Architect gave a presentation to the board. The company has been family owned for 24 years. They specialize in institutional and public buildings, schools and playgrounds. However, the company has had much experience in addressing the needs of commercial buildings, churches and water laboratory facilities. They bring architecture and design by learning client needs. Mr. Hebard has been a member of the Planning Commission 8-10 years and brings to the table knowing the township as a client. He expressed Milton deserves a timeless building built for taxpayers, as public buildings need care given to how they are layed out to save operational monies. He addressed all the phases necessary to build. His ideas are that we are rural and we would not want an "officy" building. A new building would need to be a multi-purpose facility, not just for township government activities. The building needs to be a building the residents would be proud of. Because of Tri-County Head Start's funding they felt they were not in a position to enter into a long term plan with the Township.

Hebard has talked with officials of Brandywine School to help Tri-County Head Start move into a better fit building. Our current building would not be a loss to the township. We would be able to expand our emergency services, and possibly add police and fire in the future. We as a township do have options. Phases of the project would include designs to vent all ideas and to maximize dollars for the most building you can get. There would be multiple budgets and tests run in advance of the firm plans. Discussion on the time frames of the phases.

Benjamin said he already has a \$25,000 committed grant for the park/playground. He will be looking at a full generator system and see what it would cost to have natural gas brought to the township property. He wants to make sure all plans will be reviewed by the Cass County Road Commission and the Cass County Sheriff department for their specifications and safety concerns. Our risk control department with our insurance company will also be brought in for their suggestions and our needs. We will need to detail everything about the building project, including all the legal opinions along the way. Once we are advised on when the loan process starts, we would be needing to set up a building fund on our budget.

Attorney Kauffman explained our financing options. Bonds or an Installment Purchase Agreement with low interest. Our attorney's firm has a member attorney, Mr. Thall who is very experienced in the financing of Installment Purchase Agreements. She also stated she has researched the issue of the township entering into a building contract with someone who lives in Milton and who serves on the planning commission. Her legal opinion - there is no conflict to having these services provided by Hebard and Hebard Architects.

Motion: Benjamin
Motion to approve contract as amended for \$98,500.00 , striking 10% of reimbursed fees (Section 11.8.2)
Second: Renken

ROLL CALL VOTE: Flowers- Yes, Kronewitter – Yes, Renken – Yes, Sweeney – Yes, Benjamin – Yes.
Motion Carries 5-0.

TRI-COUNTY HEAD START CONTRACT RENEWAL

Discussion of the renewal of Tri-County Head Start Lease. Tri-County is looking at the Brandywine Community Schools as an option. Their funding for this year has already been decided.

Motion: Benjamin
Motion to not renew the current lease of Tri-County Head Start.
Second: Kronewitter
All in Favor: YES - Motion Carries

JOYS JOHN CONTRACT

Motion: Benjamin
Motion to approve the rental of a Joys John for the park in the amount of \$540.00 from April 15, 2013 to September 27, 2013.
Second: Kronewitter

ROLL CALL VOTE: Kronewitter – Yes, Renken – Yes, Sweeney – Yes, Benjamin – Yes, Flowers- Yes.
Motion Carries 5-0.

SERVER BACKUP - CARBONITE

Motion: Kronewitter
Motion to approve 3 year contract with Carbonite as Server Backup not to exceed \$1,500.00.
Second: Renken

ROLL CALL VOTE: Renken – Yes, Sweeney – Yes, Benjamin – Yes, Flowers – Yes, Kronewitter – Yes.
Motion Carries 5-0.

2013 INTERGOVERNMENTAL FORUM

Discussion- 2013 Intergovernmental Forum to be held Tuesday, April 30, 2013 from 6:00pm-9:00pm at the Dowagiac Middle School, Performing Arts Center, 57075 Riverside Drive, Dowagiac. Cost is \$60.00 for all township officials and spouse. Supervisor felt it was important that all officials attend together. Needs a motion yes or no, as reservations need to be made in advance.

Motion: Benjamin
Motion to approve payment of \$60.00 for the Intergovernmental Forum held April 30, 2013.
Second: Kronewitter

ROLL CALL VOTE: Sweeney – Yes, Benjamin – Yes, Flowers – Yes, Kronewitter – Yes, Renken – Yes.
Motion Carries 5-0.

MTA LEGISLATIVE DAY

Discussion if members wanted to attend MTA's free event May 2013. No one will be attending.

BUDGET RESOLUTION 2013-0404-1R

Motion: Benjamin
Motion to approve budget transfer Resolution 2013-0404-1R

Second: Sweeney

ROLL CALL VOTE: Benjamin – Yes, Flowers – Yes, Kronewitter – Yes, Renken – Yes, Sweeney – Yes.
motion Carries 5-0.

BOARD COMMENTS

Kronewitter announced the Cass County Library is having many online classes at no cost to those who have a library card in the County.

ADJOURNMENT

Motion: Sweeney
Motion to Adjourn.

Second: Renken
All in Favor: YES - Motion Carries

Meeting adjourned at: 9:43pm

Respectfully submitted,

Sue Kronewitter
Clerk, Milton Township

OFFICIAL