

Milton Township

32097 Bertrand St., Niles, MI 49120 Phone (269) 684-7262 Fax (269) 684-1742
Email: milton@miltontwp.org Website: miltontwp.org

**MILTON TOWNSHIP
BOARD OF TRUSTEES REGULAR MEETING at 7:00pm
December 16, 2013**

Township Board Members Present

Supervisor – Robert Benjamin, Clerk – Sue Kronewitter, Treasurer – Susan Flowers,
Trustee – Eric Renken, Trustee – Kelly Sweeney

OTHERS PRESENT: Zoning Administrator.

BOARD OF TRUSTEES REGULAR MEETING at 7:00pm

CALL TO ORDER/PLEDGE OF ALLEGIANCE: Board of Trustees Regular Meeting called to order at 7:00 pm by Benjamin. Pledge of Allegiance recited.

PUBLIC COMMENT: Ron Jureziz expressed concerns bringing up the township web site on his computer. The zoning administrator commented he needs to run the compatibility program in windows.

BOARD MEMBER COMMENT: Benjamin stated the MTA has finished with their audit and he is waiting for the report. Board members need to get their budgets to him by the end of January. Renken thanked Cori for her help the township Christmas Party and felt it went good. Trustee Sweeney recognized and thanked clerk Kronewitter for her work obtaining 2 different grants to reduce the costs of the Citizen Planner Course from \$1,400.00 to \$600.00. Five of the Planning Commission members are now certified Citizen Planner's working towards certification as Master Citizen Planners.

COMMUNITY REPORTS:

Zoning Administrator – Report in packet.

Planning Commission Ex-Officio, Sweeney – PC will be having another public hearing to rezone from Agriculture to Rural Residential. They are discussing a 3 year road plan, selected 2014 meeting dates and submitted their budget to the supervisor. He is working with the Road Commission to obtain grant money of an 80-20 match for our roads. The Ordinance book is scheduled to be reviewed in January by the planning commission. Benjamin asked the Ex-Officio to have the planning commission work on the language about having to be a family member on a farm, and spoke of his concerns of the future land map. The planning commission does not have to wait five years to update the Master Plan.

Commissioner Ziliak – The County Commissioners are working on a contract offer to extend to the newly selected County Administrator, Roger Frazier. County Commissioners are interviewing for the CPA position. Ziliak passed out snow removal policies prepared by the Cass County Road Commission.

NATS, Sweeney – Continuing to work with Chris Bolt regarding the study of the Gumwood and Redfield intersection. He has reached out to the Road Commission to help with those costs.

Smith Chapel, Brown – Chapel had a full house as usual at the Christmas Program. There were about 20 less people this year than last year. Only one choir sang.

ZBA, Kronewitter – No activity.

APPROVAL OF AGENDA: New Business add #5 special meeting January 13, 2014. Add #6 towing company and signs. Add #7 Study of Gumwood and Redfield.

APPROVAL OF PREVIOUS MINUTES

Motion: Renken
Motion to approve the BOT regular meeting minutes of November 18, 2013, as corrected.

Second: Sweeney
Motion Carried.

FINANCIAL REPORTS

Review of township budget and treasurer's report read.

OFFICE SOFTWARE /EMAIL

Motion: Benjamin
Motion to table office software and email.
Second: Renken
Motion Carried

ZONING ADMINISTRATOR / CODE ENFORCEMENT OFFICER

Motion: Benjamin
Motion to table Zoning Administrator/Code Enforcement Officer
Second: Renken
Motion Carried

TOWNSHIP HALL BUILDING PROJECT

Richard Hebard – Builder found 4 different soils in pockets of foundation. More borings on the south end of the new building to be done at a cost estimated at \$2,000 to \$2,500.

TOWNSHIP LOGO

Trustee Sweeney informed the board information will be sent to both high schools in January for a competition.

TOWNSHIP BOARD 2014 MEETING DATES

Motion: Renken
Motion to approve the 2014 BOT meeting dates as presented.
Second: Sweeney
Motion Carried

PAYMENTS OF OTHER FEES VIA CREDIT CARD

Motion: Flowers
Motion to expand credit card acceptance to inspection fees, other fees and fines due to the township.
Second: Sweeney
Motion Carried

DIBBLE DRAIN

Flowers discussed the bill and charges on tax bills to 68 parcels from the Cass County Drain Commissioner. Residents of these parcels were not made aware of the charges until they received their tax bills. Flowers received nothing in writing, only the bill from the county for \$885.75. Benjamin stated the Drain Commissioner has the statutory authority to bill for the drains. The Zoning Administrator mentioned a billing like this had happened in the past. At that time the ZA had requested a map and list of the drains, but has yet to receive them. Benjamin asked Commissioner Ziliak to invite the Mr. Campbell (Cass County Drain Commissioner) to our next meeting. We are not budgeted for these charges, and would like advance notice, as well as how the total payment is divided. At this time the township will hold off the payment of this bill to the County.

BOARD PROCESS FOR SUBMISSIONS OF RESOLUTIONS

Discussion – when a board member is proposing a resolution they need to use the proper template filled out with the required public acts entered. The MTA website has samples of templates, and if we have used the same one in the past, you can ask the clerk for a copy of that document to use as you prepare your proposed resolution.

SPECIAL MEETING PARKS & PERSONNEL ISSUES

Supervisor Benjamin will be calling a Special Board meeting on Monday, January 13, 2014 at 6:30pm. Kendall from William and Works will be here regarding the park plan. The Administrative Assistant has concerns and requests them brought before the board.

TOWING COMPANY AND SIGNS

The township needs to select a towing company for vehicles left on township property. A sign needs to be posted on the township property so if a vehicle does get towed, the owner knows where to go. Researched towing rates, storage costs, and paperwork performed by the towing companies verses the township were discussed.

Motion: Kronewitter
Motion to select Precision Towing Company to be the towing company of record for one year ending December 31, 2014.
Second: Sweeney
Motion Carries

STUDY – GUMWOOD & REDFIELD

Motion: Sweeney
Motion to approve Milton's cost for the Gumwood and Redfield Road study up to \$10,000.00 matching funds.
Second: Renken
Motion Carries

BUDGET RESOLUTION

Motion: Benjamin
Motion to approve Budget Resolution 2013-12-16R
Second: Renken
ROLL CALL VOTE: Benjamin-Yes, Flowers, Yes, Kronewitter, Yes, Renken-Yes, Sweeney – Yes
Motion Carries

APPROVAL OF CHECKS

Motion: Kronewitter
Motion to approve checks 8552 – 8591 as presented.
Second: Sweeney
ROLL CALL VOTE: Flowers-Yes, Kronewitter- Yes, Sweeney- Yes, Renken-Yes, Benjamin-Yes
Motion Carried.

ANNOUNCEMENTS: None

ADJOURNMENT

Motion: Flowers
Motion to adjourn.
Second: Sweeney
Motion Carried.

Meeting adjourned at: 8:41 pm
Respectfully submitted,

Sue Kronewitter
Clerk, Milton Township