



Milton Township

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Official Minutes for Milton Township Regular Board Meeting Milton Township Hall - 32097 Bertrand St., Niles, MI Tuesday, August 12th, 7:00 P.M.

Call to Order/Pledge of Allegiance:

- Meeting was called to order at 7:00pm
- Pledge of Allegiance was recited
- Present: Robert Benjamin, Susan Flowers, Eric Renken and Kelly Sweeney
- Absent: Steve Sante

Community Reports:

1. Planning Commission Ex Officio Member - No meeting held this month
2. Robert Ziliak - Cass County Commissioner - District 5 - Tire collection Aug 23rd, 9 to 12
Also went to a meeting for the TransCanada Pipeline which started in Southern Ohio up to Bridgman, MI
3. Other committee chairs and visiting officials.
 - a. Eric - Fire updated a governmental contract with Jefferson and Ontwa Township. SMCAS Union contract negotiations coming up soon.
 - b. Robert: BOR Review finished their review
 - c. Kelly: NATS has funds available for Multi-use Paths, \$45K a year for the next 3 years. This is 81.5% Fed money and 18.5% Local Match
 - Surges and Worrell road update-waiting on a meeting with Enbridge and CCRC
 - Discussion on Redfield/Gumwood Interchange - Attended the last CCRC meeting and the chairman said they would be holding a public hearing and the issues would be addressed.
 - d. Adam - Rep for John Proos: Career Education in the public school. Senate Bill 66
Also Senate Bill 6 - Current state general fund and use it towards roads. Credit Freeze for Elderly and now looking into a freeze for children under 18.

Anyone Wishing to Speak to the Board: (3 min/person)

Ann Brown - Cass County COA Cook Out Saturday \$2.00/person

Virginia Kraft- Wanted Gumwood Study Update, Kelly gave info that the study was completed and the CCRC will hold a public hearing.

Bob Ziliak - Garage Sale occurred this past weekend and everything very clean except one property. W. Eileen Glick should look into that property on US 12

Board Member Comments:

None

Approval of Agenda:

The agenda was approved and amended with the addition of number 5 (under new business):
Fire Contract

Business (w. Attendees):

1. Township Hall Building Project Update (Hebard & Hebard)
 - a. All Township Hall issues/questions should be discussed with Richard Hebard.
 - b. If a special meeting is needed to approve change orders etc. then Robert can assist in the calling of the necessary meetings.
 - c. The board is tasked with keeping change orders within a budget of \$40,000.
2. Frederick Construction Change Orders:
 - a. 1R2 Unsuitable Soil – total cost of the Change Order \$6,823.00
 - i. Prior Approval: \$2,900.00
 - ii. new amount to approve: \$3,923.00
Benjamin made motion to Approve
Seconded by Renken
Discussion
Roll Call – Benjamin Yes, Flowers Yes, Renken Yes, Sweeney Yes
Motion carried
 - b. 5.2 Sealcoat and Stripe existing paving Change Order \$2,523.00
Benjamin made motion to Approve
Seconded by Renken
Discussion
Roll Call – Flowers No, Renken Yes, Sweeney Yes, Benjamin Yes
Motion carried
 - c. 6.2 Retention Pond outlet pipe Change Order \$2,406.00
Benjamin made a motion to approve
Seconded by Flowers
Discussion
Roll Call: Renken Yes, Sweeney Yes, Benjamin Yes, Flowers Yes
Motion carried
 - d. 7.2 Generator Conversion Change Order \$946.00
Benjamin made a motion to approve
Seconded by Flowers
Discussion
Roll Call: Sweeney Yes, Benjamin Yes, Flowers Yes, Renken Yes,
Motion carried
 - e. 8.1 Generator Relocation & Gas Piping Change Order \$1,746.00
Benjamin made a motion to approve
Seconded by Flowers
Discussion
Roll Call: Benjamin Yes, Flowers Yes, Renken Yes, Sweeney Yes
Motion carried
 - f. 9 Motion to remove the Change Order for Concrete Curbing (previously Approved)
\$4,685.00
Flowers made a motion to approve

- Motion failed for a lack of a Second
- g. 12.2F Fire Rated Mechanical Shaft and Lid/Ceiling Change Order \$3,833.00
Renken made a motion to approve
Seconded by Flowers
Discussion
Roll Call: Flowers Yes, Renken Yes, Sweeney Yes, Benjamin Yes
Motion carried
- h. 14 Furnish and Install 8 architectural bracket Change Order \$1,689.00
Benjamin made a motion to approve
Seconded by Sweeney
Discussion
Roll Call: Renken Yes, Sweeney Yes, Benjamin Yes, Flowers Yes
Motion carried
- i. 16 Changes in the Insulation for the Cupola Change Order \$564.00
Benjamin made a motion to approve
Seconded by Flowers
Discussion
Roll Call: Sweeney Yes, Benjamin Yes, Flowers Yes, Renken Yes
Motion carried
- j. 17 Credit for Window Color Change, Change Order \$12,000.00
Benjamin made a motion to approve
Seconded by Flowers
Discussion
Roll Call: Benjamin Yes, Flowers Yes, Renken Yes, Sweeney Yes
Motion carried
- k. 18 Credit for Deletion of Night Drop Box, Change Order \$1,500.00.
Benjamin made a motion to approve
Seconded by Flowers
Discussion
Roll Call: Benjamin Yes, Flowers Yes, Renken Yes, Sweeney Yes
Motion carried
- l. Motion for the Architect to make a Change Order for a Fiber Optic Line for SMCAS and Old Building.
Renken made a motion to approve
Seconded by Benjamin
Discussion
Roll Call: Flowers Yes, Renken Yes, Sweeney Yes, Benjamin Yes
Motion carried
- m. Motion for a RFP for the Fiber Optic Change in "section 1" scope for the size of the pie and to extent 250 feet.
Benjamin made a motion to approve
Seconded by Sweeney
Discussion
Motion carried
- n. Richard Hebard showed the map for the retention pond and drainage. Seeking proposals for a redesign which will yield 2 additional parking spots.

Approval of Previous Minutes:

1. July 8th, 2014
Add Renken to Meeting with SMCAS and add director after SMCAS
Benjamin made a motion to approve
Seconded by Sweeney
No discussion
Motion approved
2. July 15th, 2014
Add "Special" to title
Space after July and before 15
Sweeney made a motion to approve
Seconded by Eric
No discussion
Motion approved
3. July 25th, 2014
Strike out "were present"
Sweeney made a motion to approve
Seconded by Eric
No discussion
Motion approved

Financial Report:

1. Review of Township Budget – Based on discussion later in the meeting we will need to make some changes to the budget
2. Financial Reports – A report on the Smith Chapel was read by Flowers.
3. Approval of Checks - Approved

Old Business:

1. Employee Policy Manual – Renken/Sweeney said the board should expect to have the finished manual to review before the next meeting so it can be discussed at the Sept Mtg.
2. Fire Insurance Withholding Ordinance –
 - a. Motion 2014-08-12-001 for Milton Township to participate in the Fire Insurance Withholding ordinance.
Benjamin made a motion to approve
Seconded by Renken
Discussion
Roll Call: Benjamin Yes, Flowers Yes, Renken Yes, Sweeney Yes
Motion carried

New Business:

1. 2012-2013 Michigan Late Filing Penalties for not reporting form UIA 1028, Employer's Quarterly Wage/Tax Report

- a. State of Michigan has fined Milton Township \$5,850.00
 - b. Supervisor Benjamin is looking into have these fines waved or reduced
 - c. Board to resolve this to avoid future penalties
 - d. Milton Township has "Bonds" designated by position to protect the Township when issues like this arise.
 - e. While we should get the funds back, we will need to budget for this issue now
2. Motion to move November Meeting Date to November 18th
Benjamin made a motion to approve
Seconded by Renken
Motion carried
3. Review of the proposed zoning ordinances-Board members reviewed and discussed items they would like to see changed/added to the Zoning Ordinance. Sweeney will take those items back to the Planning Commission for Discussion
4. Social Security/Pension/Payroll Update - Milton Township is now doing a Retirement Plan and no longer doing Social Security, in compliance with the State of Michigan.
 - a. Any employee who would like to put additional money into the retirement plan can do so, starting on September 1st.
5. Fire Contract -
 - a. There was a change with the Fire Board and the Quorum is now down to 4.
Renken made a motion to approve this change
Seconded by Sweeney
Discussion
Roll Call: Flowers Yes, Renken Yes, Sweeney Yes, Benjamin Yes,
Motion carried
6. Budget Resolutions -
 - a. \$127.81 for Dues 101-101-253
Benjamin made a motion to approve this change
Seconded by Sweeney
Discussion
Roll Call: Renken Yes, Sweeney Yes, Benjamin Yes, Flowers Yes
Motion carried
 - b. \$18.00 for Bank Charges 101-253-971
Benjamin made a motion to approve this change
Seconded by Sweeney
Discussion
Roll Call: Renken Yes, Sweeney Yes, Benjamin Yes, Flowers Yes
Motion carried
 - c. \$.10 for Reconciliation Discrepancy 101-253-956
Benjamin made a motion to approve this change
Seconded by Sweeney
Discussion
Roll Call: Renken Yes, Sweeney Yes, Benjamin Yes, Flowers Yes
Motion carried
 - d. Resolution 2014-08-12-002 to write a check for \$5,850.00 to the state of Michigan.
Benjamin made a motion to approve this change
Seconded by Sweeney

Discussion

Roll Call: Renken Yes, Sweeney Yes, Benjamin Yes, Flowers Yes,
Motion carried

e. Motion to approve the checks with the addition of the following checks:

8930 Attorney \$6,115.00

8931 Pontem \$ 63.00

8932 Void

8933 Ed Wainwright \$1,515.20

8934 TC Security \$ 22.50

8935 5th 3rd \$ 44.67

8936 State of Michigan \$5,850.00

Flowers made a motion to approve this change

Seconded by Renken

Discussion

Roll Call: Sweeney Yes, Benjamin Yes, Flowers Yes, Renken Yes,
Motion carried

Board Member Comments:

- None

Adjournment:

Motion: Renken made a motion to adjourn the meeting

Seconded: Sweeney

Motion passed

Meeting was adjourned at 9:42 PM

Minutes respectfully submitted by Kelly Sweeney