

Milton Township

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MILTON TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING at 7:00pm August 19, 2013

Township Board Members

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

CALL TO ORDER/PLEDGE OF ALLEGIANCE: Meeting Called to order at 7:00pm by Kronewitter. Pledge of Allegiance recited. All were present with the exception of Benjamin who had an excused absence.

OTHERS PRESENT: Zoning Administrator, Township Attorney.

SELECTION OF CHAIRPERSON FOR MEETING

Motion: Renken
Motion to have Trustee Sweeney serve as chairman for this meeting.
Second: Flowers
Motion Carried.

PUBLIC COMMENT: None.

BOARD MEMBER COMMENT: None.

COMMUNITY REPORTS:

Zoning Administrator, Sniadecki – Report in packet, ZBA hearing August 26, 2013 for a sign in Ag. Production.

Planning Commission Ex-Officio, Sweeney – Embridge came to meeting regarding an explanation of a valve at their site. Jeremy Clanton recommended for as the PC ZBA member. Planner of record representative held a training session on farmland for the PC members. PC members will be applying for scholarships to attend the Michigan Citizen Planner class either online or at the SWMC Dowagiac campus.

Commissioner, Ziliak – Cass County has hired a new CPA, Chantil Wozak. Timeline for the new administrator is for November 1, 2013. They are working on a budget for September. Flyer for the sale of trees by the Cass County Conservation District distributed.

Renken, Fire & Ambulance: There were no fire calls in Milton during the last two months. Edwardsburg Fire Department open house is August 24, 2013. No SMCAS report.

Brown of Smith Chapel Society, the chapel is to have two weddings.

APPROVAL OF AGENDA

Motion: Sweeney
Motion to add # 4 under new business, approval of PC ZBA member.
Second: Flowers
Motion Carried.

AUDIT PRESENTATION

Auditor, Derek Hall of the Department of Treasury presented the townships completed audit for April 1, 2012 to March 31, 2013. The General Fund is in real good shape as well as the Fire and Ambulance. The three funds are all in sound shape and going as well as can be hoped for. Our revenues exceed our expenses. Continue to take advantage of market funds when you can. We have a good bottom line and as our auditor, he cannot ask for more.

APPROVAL OF PREVIOUS MINUTES

Motion: Renken
Motion to approve the minutes of July 15, 2013 as presented.
Second: Sweeney
Motion Carried.

Motion: Kronewitter
Motion to approve the minutes of July 25, 2013 as presented.
Second: Sweeney
Motion Carried.

RECESS: 07:36pm

Motion: Renken
Motion for 5 minute recess for clerk to print additional financial report.
Second: Flowers
Motion Carried.

BACK IN SESSION: 07:41pm

BOT called back into session by Chairperson Sweeney.

FINANCIAL REPORTS

Review of township budget and treasurer report read.

SITE CONDOMINIUM DEVELOPMENT ORDINANCE

As presented is a civil ordinance. Eventually to be incorporated in our Zoning Ordinance. PUD, Zoning district overlays and forms of ownership of lands, and definition of condominiums were discussed.

Motion: Kronewitter
Motion: approve Site Condominium Development Ordinance 2013-010.
Second: Sweeney
ROLL CALL VOTE: Sweeney – Yes, Flowers – Yes, Kronewitter – Yes, Renken – Yes
Motion Carried.

SMITH CHAPEL PAINTING PROJECT

Three bids were submitted. David Noosband GC - \$11,730.00, House Doctor Renovations - \$17,665.00 and Dave Cole Decorator - \$22,100.00. Discussion held on the variance in bid amounts, the process of encapsulation, monitoring the work process with a checks and balances, how to pay as the steps are approved, patch tests, ongoing and past issues with chipping and peeling of paint. Award of bids tabled for next month. Board members have the next 4-7 days to contact Renken with their written questions and concerns about the painting project. He will contact all bidders with the same questions and bring those results to the September meeting.

In reviewing past financial statements, and, to date, the Smith Chapel Historical Society has not contributed any monies towards chapel projects, nor have they had any fund raisers to help contribute to maintaining the chapel. The board members felt these concerns need to be addressed in a future meeting.

TOWNSHIP HALL BUILDING PROJECT UPDATE

Presentation made by Richard Hebard. Their company is working on the coordination of details, a revised schedule, code changes regarding handicapped lifts and sprinklers, and the reduction of square footage in basement. He anticipates a special board meeting in October. Documents are being prepared for the project to be put out for bid. Questions and comments were made from the audience.

Motion: Renken
Motion: Approve Hebard & Hebard Architects to place building project out for bid after August 30, 2013.
Second: Sweeney
ROLL CALL VOTE: Kronewitter – Yes, Renken – Yes, Sweeney – Yes, Flowers – Yes
Motion Carried.

APPOINTMENT OF PLANNING COMMISSION MEMBERS

Tabled

ZONING BOARD OF APPEALS FEES

Kronewitter informed the board our fees have not been review since 2008 and that we, as a board, need to address if those fees are meeting our expenses.

APPOINTMENT OF ZBA MEMBER

Motion: Sweeney
Motion to approve the PC recommendation that Jeremy Clanton to serve as ZBA member to replace Diane Shields.
Second: Renken
Motion Carried.

APPROVAL OF CHECKS

Discussion of check 8377, William & Works breakdown of various charges.

Motion: Kronewitter
Motion to approve checks as presented (8348-8401) except for 8377 until detail of charges are confirmed.
Second: Renken
ROLL CALL VOTE: Flowers - Yes, Kronewitter- Yes, Renken- Yes, Sweeney- Yes
Motion Carried.

ADJOURNMENT

Motion: Renken
Motion to adjourn.
Second: Kronewitter
All in Favor: YES - Motion Carried.

Meeting adjourned at: 9:02pm
Respectfully submitted,

Sue Kronewitter
Clerk, Milton Township