

**MINUTES OF THE
MILTON TOWNSHIP BOARD OF TRUSTEES
AUGUST 15, 2011**

Meeting was called to order by Supervisor Robert Benjamin.

ATTENDANCE:

Present: Robert Benjamin, Linda DeBroka, Don Kronewitter, Deputy Clerk F. Rubalcaba as recording secretary.

Absent: Michael Layer, Sharon Ward

Also Present: Attorney John Lohrstorfer, Zoning Administrator Paul Sniadecki and Planning Commission Chairman Kelly Sweeney.

PUBLIC COMMENT:

Inquiries about US12 and Gumwood: Benjamin announced that he had no new information yet, however, he assumed that MDOT was taking a traffic count.

Inquiries about work on Bell Road: Benjamin will check and find out what work is scheduled to be done and when.

Candidates for the position of Township Clerk were given the opportunity to address the Board, state their credentials and answer questions from the public. Those addressing the Board were Larry Neumann, Sue Kronewitter and Eric Renken. Sweeney asked if each would be willing to run for election in 2012. All replied yes to the question.

APPROVAL OF AGENDA:

The agenda was approved with no additions or corrections.

APPROVAL OF PREVIOUS MINUTES:

Motion by Kronewitter to approve the minutes of the June 20, 2011 meeting, second by DeBroka. Motion passed.

Motion by Benjamin to approve the minutes of the July 18, 2011 meetings, second by DeBroka. Motion passed.

COMMUNITY REPORTS:

Sweeney reported that the Planning Commission held 4 public hearings in August on amendments to the Zoning Ordinance and that all 4 were at the County Planning Commission for their recommendation. He also reported on the status of the Master Plan, which is now being submitted to the Board.

Sniadecki reported 1 lot split and 1 site plan for an accessory building had been submitted. He also reported that the court case is scheduled for September and the Citizens Advisory Group is making progress. There were 2 enforcement actions and 2 site developments of property begun without permits and 1 accessory building being built without a permit. In regard to blight there have been 3 dumpsters of trash removed from the property on US12 and the target date for completion is October 31. The forms used by the township will be updated by September 16. He also reported that the residence restrictions in Ag Production zone need to be addressed and should have a high priority by the Planning Commission

Benjamin requested that the Community Advisory Group submit a report to the Board at the monthly meeting.

County Commissioner Robert Ziliak reported that the county is still working on the budget for the new fiscal year. Benjamin read a letter asking for a member of the Board to be appointed to the County Planning Commission. None were appointed.

OLD BUSINESS

PRIVATE ROAD ZONING ORDINANCE: Benjamin questioned the County's policy for the naming of private roads. Motion by Benjamin, second by DeBroka, that the Board request the Cass County Administrator provide the Township with a copy of the County's official policy for addressing private roads or driveways serving 2 or more lots. Motion passed. Motion by Benjamin, second by Kronewitter, to send the Private Road Ordinance back to the Planning Commission and for them to work with the township attorney to determine the number of lots required in Section 23.02, items A and D.

CLERK RESIGNATION/REPLACEMENT: Prior to accepting the Clerk's resignation, the Board took up the issue of selecting a replacement.

Motion by Kronewitter to select Sue Kronewitter to complete the term of Township Clerk, second by Benjamin. Roll Call vote: Ayes: Kronewitter, Nays: Benjamin, DeBroka. Motion failed.

Motion by Benjamin to select Eric Renken to complete the term of Township Clerk, second by DeBroka. Roll Call vote: Ayes: DeBroka, Kronewitter, Benjamin, Nays: None. Motion passed.

Motion by Benjamin to accept the resignation of Michael Layer as Township Clerk, second by DeBroka. Roll Call vote: Ayes: Kronewitter, Benjamin, DeBroka, Nays: None. Motion passed.

As Chairman, Benjamin called for a 10 minute recess. Recessed at 8:45 p.m. Resumed at 8:55 p.m. Renken was seated as Township Clerk

CHARTER TOWNSHIP RESOLUTION: Motion by Renken, second by Kronewitter to adopt a resolution opposed to incorporating as a charter township. Roll Call vote: Ayes: Renken, Benjamin, DeBroka, Kronewitter, Nays: None. Resolution number 2011-13r is adopted.

MILTON TOWNSHIP POLICY MANUAL: Benjamin requested that the Board members review the policy manual draft and asked the Clerk and Treasurer to coordinate their efforts to review the handling of the Township credit card and the payment of bills as called out in Township policy.

APPROVAL TO SEND MASTER PLAN TO NEIGHBORING COMMUNITIES: Motion by Kronewitter, second by DeBroka to send the proposed Master Plan to neighboring communities both in Michigan and Indiana for their review and comments.

FINANCIAL REPORTS:

REVIEW OF TOWNSHIP BUDGET: Motion by Benjamin, second by DeBroka to adopt a resolution to increase the 2011-2012 budget for \$89.78 to State Shared Revenue and Edwardsburg Fire Dept. and \$77.58 to State Shared Revenue and Roads. Roll Call vote: Ayes: Benjamin, DeBroka, Kronewitter, Renken, Nays: none. Resolution number 2011-14r is adopted.

TREASURER'S REPORT: DeBroka reported as of July 31, 2011 the General Fund balance of \$185,019.08 and total checking and savings accounts totaling \$775,331.94. Treasurer's report accepted as submitted.

PAYMENT OF BILLS: Motion by Renken, second by Benjamin to approve both written and automatic checks #7111 thru #7151, totaling \$62,312.64 for the payment of bills dated from 7/19/2011 thru 8/15/2011. Roll Call vote: Ayes: Benjamin, DeBroka, Kronewitter, Renken, Nays: None. Motion passed.

BOARD MEMBER COMMENTS:

None

Motion to adjourn by Renken, second by DeBroka. Meeting adjourned at 9:15 p.m.

Respectfully submitted

Flena Rubalcaba

Deputy Clerk



Clerk