



Milton Township

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

Agenda for Milton Township Regular Board Meeting on Zoom Milton Township Hall - 32097 Bertrand St., Niles, MI Tuesday May 19, 2020 7:00 P.M.

Call to Order/Pledge of Allegiance:

Community Reports:

1. Planning Commission Ex Officio Member
2. Other committee chairs
3. Visiting officials

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

Board Member Comments:

Approval of Agenda:

Approval of Previous Minutes:

1. March
2. April

Business (w/attendees):

1. Sheriff Rick Behnke

Old Business:

1. Zoning Ordinance Amendment
2. Opening Township Hall

New Business:

1. Resolution for Grant
2. Resolution of Intent for Special Assessment

Financial Report:

1. Review of Township Budget
2. Financial Reports
3. Approval of Checks

Adjournment:



Milton Township

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

Minutes for Milton Township Board of Trustees
Budget Hearing
Milton Township Hall - 32097 Bertrand St., Niles, MI
Tuesday March 17, 2020 7:00 P.M.

Meeting called to order at 7:00PM.

Members Present: Supervisor Eric Renken, Treasurer Susan Flowers, Clerk Steve Sante, Trustee Paul Romanetz, Trustee Rich Mullin

The budgets for the General Fund, Fire fund, and Ambulance Fund for fiscal year 2020-2021 was presented to the public.

Public Comment: Nobody From The Public Was Present

Adjournment:

Motion: Flowers made a motion to adjourn at 7:01 PM

Second: Renken

Discussion: None

Motion carried unanimously



Milton Township

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

Minutes for Milton Township Board of Trustees Budget Hearing Milton Township Hall - 32097 Bertrand St., Niles, MI Tuesday March 17, 2020 7:00 P.M.

Meeting called to order at 7:02PM.

Members Present: Supervisor Eric Renken, Treasurer Susan Flowers, Clerk Steve Sante, Trustee Paul Romanetz, Trustee Rich Mullin

Public Comment: None Made

Due to the outbreak of the COVID-19 virus those items deemed not essential were tabled by the board.

Planning Commission Ex-Officio: Renken recommends the P.C. cancel its April meeting.

Visiting Officials: None Present

Members of Public Wanting to Speak: None

Board Member Comments: None Made

Approval of Agenda:

Motion: Renken made a motion to approve the agenda as presented

Second: Sante

Discussion: None

All Voted Yes

Motion Carried

Approval of Past Minutes

Motion: Renken made a motion to approve the February 18, 2020 minutes as presented

Second: Sante

Discussion: None

All Voted Yes

Motion Carried

Motion: Renken made a motion to approve the February 29, 2020 minutes as presented

Second: Sante

Discussion: None

All Voted Yes

Motion Carried

New Business:

Zoning Ordinance Amendment: Tabled

Kestrel Hills: Tabled

Road Projects: Tabled

Ambulance SAD: Tabled

Glenayre: Tabled

2020-2021 Budgets:

The board had a lengthy discussion regarding the three budgets.

Motion: Renken made a motion approving the ambulance budget as presented. This is budget resolution 2020-4R.

Second: Sante

Discussion: None

Roll Call: Mullin Y, Flowers Y, Sante Y, Romanetz Y, Renken Y

Motion Carried

Motion: Flowers made a motion approving the fire budget as presented. This is budget resolution 2020-5R.

Second: Mullin

Discussion: None

Roll Call: Mullin Y, Flowers Y, Sante Y, Romanetz Y, Renken Y

Motion Carried

Motion: Renken made a motion to approve the general fund budget as revised. This is budget resolution 2020-6R.

Second: Sante

Discussion: None

Roll Call: Mullin Y, Flowers Y, Sante Y, Romanetz Y, Renken Y

Motion Carried

Wage Resolution

Motion: Renken made a motion to approve wage resolution 7-R.

Second: Romanetz

Discussion: None

Roll Call: Mullin Y, Flowers Y, Sante Y, Romanetz Y, Renken Y

Motion Carried

Fee Schedule: Tabled

2020 Audit: Tabled

RFP Lawn Maintenance:

Motion: Renken made a motion to approve the lawn maintenance RFP with submissions due 4/20/20 at 4:00pm.

Second: Sante

Discussion: None

All Voted Yes

Motion Carried

Old Business:

Election Equipment: Tabled

Township Budget

Motion: Sante made resolution 2020-8R to amend to 2019-2020 fiscal year budget as follows:

Accrued Wages	101-101-710.2	\$500
Telephone	101-101-850	\$1,300
Legal Notices	101-101-901	\$110
Computer Software	101-215-815	\$377
Service Fees	101-253-734	\$43
Snow Removal Services	101-265-933.4	\$950
MUP Design	101-446-969.5	\$533
PC Wages	101-410-725	\$111
Porta Potty	101-751-931.1	\$165
Pension Match	101-850-822.1	\$10,000
Medicare Match	101-850-822.2	<u>\$898</u>
		\$14,987

Second: Renken

Discussion: None

Roll Call: Mullin Y, Flowers Y, Sante Y, Romanetz Y, Renken Y

Motion Carried

Financial Reports

Flowers reports the township funds total \$634,836.60

Approval of Checks

Motion: Sante made a motion to approve the checks with the addition of the following:

Cass County Office Of Sheriff	\$1,259.66
-------------------------------	------------

Second: Renken

Discussion: None

Roll Call: Mullin Y, Flowers Y, Sante Y, Romanetz Y, Renken Y

Motion Carried

Adjournment:

Motion: Flowers made a motion to adjourn at 8:01pm

Second: Renken

Discussion: None

Motion carried unanimously



Milton Township

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

Minutes for Milton Township Board of Trustees Milton Township Hall - 32097 Bertrand St., Niles, MI Tuesday April 21, 2020 7:00 P.M.

Meeting called to order at 7:00PM.

Members Present: Supervisor Eric Renken, Treasurer Susan Flowers, Clerk Steve Sante, Trustee Paul Romanetz, Trustee Rich Mullin

Guests: Township Attorney Catherine Kauffman

Note: Due to the COVID-19 outbreak this meeting was held electronically on Zoom. Members of the public were able to attend.

Public Comment: None Made

Planning Commission Ex-Officio: Romanetz reported that the P.C. did not meet in April.

Renken reported that there was no April meeting for SMCAS or the Edwardsburg Fire Department.

Visiting Officials: None Present

Board Member Comments: Romanetz reported that work has begun on the Glenayre Subdivision.

Approval of Agenda:

Motion: Renken made a motion to approve the agenda as presented

Second: Sante

Discussion: None

All Voted Yes

Motion Carried

Previous minutes were not approved

Business With Attendees: None Present

Old Business:

Zoning Ordinance Amendment-Tabled

Kestrel Hills:

Attorney Kauffman provided a large amount of information on the steps the township can take to set up a taxation district for Kestrel Hills in order to improve their ingress/egress onto Redfield Road.

Motion: Renken made a motion appointing Paul Romanetz to work with the Kestrel Hills Association on the next steps to be taken by both the HOA and the township.

Second: Sante

Discussion: Romanetz questioned the board on what to offer the HOA. No suggestions were made.
Motion carried unanimously

Road Projects:

Contracts were included in the board packet from the Cass County Road. The board reviewed them and discussed the likelihood of reduced tax revenues as a result of the COVID-19 crisis.

Motion: Flowers made a motion to approve estimate 20-07-02

No Second and motion failed as a result

Ambulance SAD

Attorney Kauffman provided a significant amount of information on the actions the board needs to take to approve the ambulance special assessment district. (SAD) This is a renewal of the SAD that expired in 2019.

Due to the COVID-19 situation the Board chose to begin the process of renewing this SAD un July, as it required public hearings.

Glenayre

Romanetz reported that clearing was being done for the subdivision. He went onto question the Township Attorney on what prevents lot owners from removing trees from the buffer zone along Gumwood. The attorney recommended the zoning administrator contact the developer and ask if there have been any changes to the condominium documents. Further, she should question the developer as to the protections put in place to protect the buffer zone.

Attorney Kauffman left the meeting at this point.

2020 Audit

Motion: Sante made a motion to approve the contract with Kruggel Lawton, CPA for the 2020 audit

Second: Mullin

Discussion: None

Roll Call: Mullin Y, Flowers Y, Sante Y, Romanetz Y, Renken Y

Motion carried unanimously

Election Equipment

Sante questioned on the board regarding election equipment purchases that were approved at a previous meeting. The board felt it was a prudent decision despite the likelihood of declining tax revenues.

New Business:

Accept RFP for Lawn Care

Motion: Flowers made a motion to approve the contractor proposal from Michiana Finish Grade.

Second: Renken

Discussion: None

Roll Call: Mullin Y, Flowers Y, Sante Y, Romanetz Y, Renken Y

Motion carried unanimously

TruGreen Proposal

Motion: Sante made a motion to approve the proposal from TruGreen for Lawn care.

Second: Flowers

Discussion: None

Roll Call: Mullin Y, Flowers Y, Sante Y, Romanetz Y, Renken Y

Motion carried

Spring Clean

Motion: Renken made a motion to postpone the spring clean

Second: Sante

Discussion: None

Motion carried unanimously

Motion: Renken made a motion to post a notice on the website and to publish an ad in the Leader

Publication indicating the postponement of the spring clean

Second: Sante

Discussion: None

Roll Call: Mullin Y, Flowers Y, Sante Y, Romanetz Y, Renken Y

Motion carried

Phone System

Motion: Renken made a motion to approve the proposal from Ring Central at an approximate monthly cost of \$331.11

Second: Mullin

Discussion: None

Roll Call: Mullin Y, Flowers Y, Sante Y, Romanetz Y, Renken Y

Motion carried

Motion: Renken made a motion to cancel phone service with Comcast once the new service is installed

Second: Flowers

Discussion: None

All Voted Yes

Motion carried

Opening Township Hall

The board discussed opening the township hall. No action was taken

Township Budget

Mullin pointed out that the amount shown in the budget for Trustee Salary is not accurate

Financial Reports

Flowers reports the township funds total \$708,306.59

Approval of Checks

Motion: Sante made a motion to approve the checks with the addition of the following:

Dobberteen Inspections	\$1,235.20
------------------------	------------

Second: Renken

Discussion: None

Roll Call: Mullin Y, Flowers Y, Sante Y, Romanetz Y, Renken Y

Motion Carried

Adjournment:

Motion: Flowers made a motion to adjourn at 8:59pm

Second: Mullin

Discussion: None

Motion carried unanimously

**MILTON TOWNSHIP
COUNTY OF CASS, STATE OF MICHIGAN
ORDINANCE NO. _____**

ADOPTED: _____

**EFFECTIVE: EIGHT DAYS FOLLOWING
PUBLICATION AFTER ADOPTION**

An Ordinance to adopt an amendment to the Milton Township Zoning Ordinance regarding Accessory Structure height; and to repeal all ordinances or parts of ordinances in conflict herewith.

**MILTON TOWNSHIP
CASS COUNTY, MICHIGAN**

ORDAINS:

**SECTION I
ADDITION TO THE TABLE OF CONTENTS
ACCESSORY DWELLING UNIT**

The Milton Township Zoning Ordinance Table of Contents is hereby amended by adding Section 3.32, which shall read as follows:

Section 3.32 Accessory Dwelling Unit.

**SECTION II
AMENDMENT OF SECTION 2.02 "A"
ACCESSORY DWELLING UNIT**

The Milton Township Zoning Ordinance Chapter 2, Section 2.02 "A", Definition is hereby amended by adding the following:

Accessory Dwelling Unit: A dwelling unit consisting of either a stick built house, converted out-building or other habitable space/structure used in conjunction with the main dwelling for the housing of non-paying visitors, guests or family, separate from the primary dwelling containing separate kitchen, sleeping and bathroom facilities, and not exceed the size of the main floor of the primary dwelling unit.

**SECTION III
ADDITION OF CHAPTER 3, SECTION 3
ACCESSORY DWELLING UNIT**

The Milton Township Zoning Ordinance is hereby amended by adding a new Section 3.32, which shall read as follows:

Section 3.32 Accessory Dwelling Units

Accessory dwelling units (ADU), as defined in Section 2.02 "A", are allowed as a permitted use in the AG and RR Districts subject to the following provisions:

- A. A maximum of one ADU is permitted per lot or parcel and must accompany a primary residence.
- B. Minimum square footage of an ADU shall be 400 square feet.
- C. The residential living area of a guest house shall not exceed the total floor area of the principal dwelling located on the property.
- D. The design of the ADU shall be compatible with the height, mass, and general design of local buildings and not detract from the general character in the immediate vicinity of the site.
- E. An existing building that is nonconforming on the effective date of this Ordinance due to building height, may be remodeled to meet the standards of an ADU.
- F. Setbacks and building height for the underlying zoning district shall apply to all new construction of ADU's.
- G. An ADU may not be located in front of the primary residence.
- H. Owners of the property may occupy as a primary residence either the principal or the accessory dwelling but must live on the parcel. For purposes of this section, the "owner" shall mean one who holds legal or beneficial title.
- I. An ADU shall not have an address which is separate from the principal dwelling.
- J. No ADU shall be separated by ownership from the principal dwelling unit unless sufficient land area and frontage is met for the underlying zoning district and the regular dwelling square footage size of the ADU is met or exceeded.
- K. In addition to parking required for the principal dwelling, sufficient additional parking spaces shall be provided for the accessory residence.
- L. Persons occupying the primary residence and an ADU must conform with Section 2.07 F. Family.
- M. The ADU shall not be rented or used for commercial or business purposes.
- N. ADU's shall comply with all Building Code requirements and Cass County Health Department regulations and permits for water and septic/sewer.

SECTION IV
ADDITION TO THE AG AGRICULTURAL DISTRICT
ACCESSORY DWELLING UNIT

Subsection 5.02 of the Milton Township Zoning Ordinance, Uses Permitted by Right, is hereby amended by adding Accessory Dwelling Unit which shall read as follows:

Section 5.02 AG Agricultural – Uses Permitted by Right, add: Accessory Dwelling Unit

SECTION V
ADDITION TO THE RR RURAL RESIDENTIAL DISTRICT
ACCESSORY DWELLING UNIT

Subsection 6.02 of the Milton Township Zoning Ordinance, Uses Permitted by Right, is hereby amended by adding Accessory Dwelling Unit which shall read as follows:

Section 6.02 RR Rural Residential – Uses Permitted by Right, add: Accessory Dwelling Unit

SECTION VI
SEVERABILITY

Should any provision or part thereof, within the Zoning Ordinance be declared by any court or competent jurisdiction to be invalid or unenforceable, the same shall not affect the enforceability of the balance of this Ordinance which shall remain in full force and effect.

SECTION VII
REPEAL

All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION VIII
EFFECTIVE DATE

This Ordinance shall take effect eight days following publication after adoption.

Steve Sante, Clerk
Milton Township
Cass County, Michigan

**MILTON TOWNSHIP
COUNTY OF CASS, STATE OF MICHIGAN
ORDINANCE NO. _____**

ADOPTED: _____

**EFFECTIVE: EIGHT DAYS FOLLOWING
PUBLICATION AFTER ADOPTION**

An Ordinance to adopt an amendment to the Milton Township Zoning Ordinance regarding Accessory Structure height; and to repeal all ordinances or parts of ordinances in conflict herewith.

**MILTON TOWNSHIP
CASS COUNTY, MICHIGAN**

ORDAINS:

SECTION 1

**AMENDMENT OF SECTION 3.08(6)
ACCESSORY BUILDINGS AND STRUCTURES**

Section 3.08(6) Chapter 3, General Provisions of the Milton Township Zoning Ordinance is hereby amended to read as follows:

Chapter 3, Section 3.08:

6. Accessory buildings shall not exceed the following size and height limitations. On lots with more than one (1) accessory building, the cumulative area of the accessory buildings may not exceed the applicable limits described below.

Lot Size	Maximum Size	Height
Less than two (2) acres	1,800 square feet	16 feet
Two (2) acres but less than five (5) acres	3,200 square feet	25 feet
Five (5) acres but less than ten (10) acres	5,000 square feet	25 feet
Ten (10) or more acres	7,000 square feet	30 feet

**SECTION II
SEVERABILITY**

Should any provision or part thereof, within the Zoning Ordinance be declared by any court or competent jurisdiction to be invalid or unenforceable, the same shall not affect the enforceability of the balance of this Ordinance which shall remain in full force and effect.

SECTION III
REPEAL

All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION IV
EFFECTIVE DATE

This Ordinance shall take effect eight days following publication after adoption.

Steve Sante, Clerk
Milton Township
Cass County, Michigan

**MILTON TOWNSHIP
COUNTY OF CASS, STATE OF MICHIGAN
RESOLUTION REGARDING AN ORDINANCE AMENDMENT**

WHEREAS, pursuant to the Michigan Zoning Enabling Act, 2006 PA 110, MCL 125.3101 et seq. (“MZEA”), the Township has authority to adopt and amend zoning ordinances regulating the use of land in the Township; and

WHEREAS, the Township proposed amendments to Chapter 2, Section 2.02 of the Township’s Zoning Ordinance - Definitions A.

Accessory Dwelling Unit: A dwelling unit consisting of either a stick built house, converted out-building or other habitable space/structure used in conjunction with the main dwelling for the housing of non-paying visitors, guests or family, separate from the primary dwelling containing separate kitchen, sleeping and bathroom facilities, and

WHEREAS, the Township proposed amendments to Chapter 3, Section 3.32 of the Township’s Zoning Ordinance – General Provisions.

Accessory Dwelling Units (ADU), as defined in Section 2.02 “A”, are allowed as a permitted use in the AG and RR Districts subject to the following provisions:

- A. A maximum of one ADU is permitted per lot or parcel and must accompany a primary residence.
- B. Minimum square footage of an ADU shall be 400 square feet.
- C. The residential living area of a guest house shall not exceed the total floor area of the principal dwelling located on the property.
- D. The design of the ADU shall be compatible with the height, mass, and general design of local buildings and not detract from the general character in the immediate vicinity of the site.
- E. An existing building that is nonconforming on the effective date of this Ordinance due to building height, may be remodeled to meet the standards of an ADU.
- F. Setbacks and building height for the underlying zoning district shall apply to all new construction of ADU’s.
- G. An ADU may not be located in front of the primary residence.
- H. Owners of the property may occupy as a primary residence either the principal or the accessory dwelling but must live on the parcel. For

purposes of this section, the “owner” shall mean one who holds legal or beneficial title.

- I. An ADU shall not have an address which is separate from the principal dwelling.
- J. No ADU shall be separated by ownership from the principal dwelling unit unless sufficient land area and frontage is met for the underlying zoning district and the regular dwelling square footage size of the ADU is met or exceeded.
- K. In addition to parking required for the principal dwelling, sufficient additional parking spaces shall be provided for the accessory residence.
- L. Persons occupying the primary residence and an ADU must conform with Section 2.07 F. Family.
- M. The ADU shall not be rented or used for commercial or business purposes.
- N. ADU's shall comply with all Building Code requirements and Cass County Health Department regulations and permits for water and septic/sewer.

WHEREAS, the Township Planning Commission held a public hearing on February 4, 2020, to consider the proposed amendments to the Zoning Ordinance and has recommended approval of the Ordinance to the Township Board; and

WHEREAS, on February 26, 2020, the Cass County Planning Commission reviewed and approved the Ordinance with comments; and

WHEREAS, the Township Board has reviewed and wishes to adopt the Ordinance as recommended by the Township Planning Commission; and

WHEREAS, the Township Board has determined that adoption of the Ordinance is in the best interest of the public health, safety, and welfare.

NOW THEREFORE, BE IT HEREBY RESOLVED that Township Board declares the following:

1. Ordinance No. ____ - 2020, An Ordinance to Amend the Township Zoning Ordinance Chapters 2 and 3, Regarding Accessory Dwelling Units, is hereby adopted.
2. The Ordinance shall be filed with the Township Clerk.

3. The Township Clerk shall publish a notice of adoption of the Ordinance in a newspaper of general circulation in the Township within 15 days after adoption.

4. Any and all resolutions that are in conflict with this Resolution are hereby repealed but only to the extent to give this Resolution full force and effect.

NOW THEREFORE, BE IT HEREBY RESOLVED that Township Board declares the following: All resolutions or parts of resolutions in conflict herewith are hereby repealed.

Motion was made _____ and seconded by _____ to adopt the foregoing Resolution.

Upon roll call vote the following voted "Aye":

The following voted "Nay":

The following were absent:

The Supervisor declared the motion carried and the resolution duly adopted.

CERTIFICATE

I hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted at a regular meeting of the Milton Township Board held on March 10, 2020; that the meeting was conducted and public notice of the meeting was given pursuant to and in compliance with the Michigan Open Meetings Act; that a quorum of the Board was present and voted in favor of the resolution; and that the minutes of the meeting will be or have been made available as required by the Open Meetings Act.

Steve Sante, Clerk
Milton Township
Cass County, Michigan



Milton Township

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

2020 Grant Resolution 2020-_____

2020 Grant Resolution Approving the Supervisor of Milton Township, Cass County, Michigan, permission to submit a proposal application and accompanying documents for the Michigan Township Participating Plan's Risk Reduction Grant Program:

WHEREAS, Milton Township of Cass County Michigan wants to emphasize the benefits of an effective risk management and loss control program;

WHEREAS, the Milton Township Board wants to demonstrate the risk management and loss control practices can be applied to governmental operations and

WHEREAS, any monies received will be used for Milton Township's offices and;

WHEREAS, the total cost of materials and labor the township's proposed project on the township property is estimated to be \$5,000.00.

NOW, THEREFORE, BE IT HEREBY RESOLVED that Milton Township, Cass County Michigan, Board of Trustees approves the Milton Township Supervisor and any staff he appoints to engage in all actions necessary to facilitate and submit the Milton Township Playground Improvement proposal application and the completion of all grant related security projects to the Michigan Township Participating Plan. These actions include but are not limited to the submission of the grant application and the authorization of the expenditure of funds for activities.

Motion made by _____

Seconded by _____

Roll Call Vote:

Supervisor Eric Renken _____ Yes _____ No

Clerk Steve Sante _____ Yes _____ No

Treasurer Susan Flowers _____ Yes _____ No

Trustee Paul Romanetz _____ Yes _____ No

Trustee Rich Mullin _____ Yes _____ No

The Motion Carried.

CERTIFICATE

I, Steve Sante, the duly appointed and Clerk of Milton Township, hereby certify the foregoing resolution was adopted by the Milton Township Board by a roll call vote at the regular monthly meeting of the Milton Township Board of Trustees held on May 19, 2020, and that this resolution was ordered to take immediate effect.

		Clerk of Milton Township, Cass County Michigan
Steve Sante	Date	

**TOWNSHIP OF MILTON
CASS COUNTY, MICHIGAN**

**SPECIAL ASSESSMENT DISTRICT FOR EMERGENCY MEDICAL/AMBULANCE
SERVICES DISTRICT NO. 2020-1**

**RESOLUTION NO. 1
RESOLUTION OF INTENT TO ESTABLISH SPECIAL ASSESSMENT DISTRICT;
TENTATIVE DESIGNATION OF SPECIAL ASSESSMENT DISTRICT;
NOTICE OF PUBLIC HEARING**

At a regular meeting of the Township Board of the Township of Milton, held on the _____ day of _____, 2020, at 7:00 p.m.

PRESENT: _____

ABSENT: _____

The following Resolution was offered by _____ and
seconded by _____.

WHEREAS, pursuant to Act 368 of 1978, as amended by Act 179 of 1990 (MCL 333.20948), a local governmental unit may operate an ambulance authority and/or contract to provide ambulance and emergency services and may defray, in whole or part, the cost of ambulance services by special assessment, with such special assessments conforming as nearly as possible to the procedure set forth in section 1 of Act 33 of 1951; and

WHEREAS, pursuant to Act 368 of 1978, as well as the Urban Cooperation Act, Act 7 of 1967, the Township has contracted with the Southwestern Michigan Community Ambulance Service ("SMCAS"), which provides ambulance services to the member municipalities and certain other municipalities pursuant to contracts ("Services"); and

WHEREAS, the Township wishes to defray its share of the cost of contracting for ambulance services with SMCAS and/or other ambulance services providers and/or providing its own ambulance services by establishing a special assessment district pursuant to Act 368 of 1978, as amended by Act 179 of 1990; and

WHEREAS, the Township finds that initiating proceedings to establish such a special assessment district is in the best interest of the public health, safety, and welfare.

NOW, THEREFORE, THE TOWNSHIP RESOLVES AS FOLLOWS:

1. The Township Board determines to defray its share of the cost of contracting for and/or providing ambulance services, in whole or part, by special assessment.
2. The Township Board tentatively designates the special assessment district ("District") against which the cost will be assessed as all residential units, commercial parcels, industrial parcels, and agricultural parcels within the Township, unless such lands and premises are exempt by law from paying special assessments. "Residential unit" includes each unit in multiple family dwellings, apartments, condominiums and townhouses, and includes each pad in a mobile home or manufactured housing community.
3. The estimated cost shall be \$20.00 per year for each assessed parcel or unit in the District.
4. The Township tentatively proposes that the District remain in effect in perpetuity, with an annual redetermination to be held at the Township Board meeting each March hereafter.
5. If at any time during the term of the District an actual incremental cost increase exceeds the estimate therefor by 10% or more, notice shall be given and a hearing will be afforded to the record owners of property to be assessed.

6. The Township Board shall hold a public hearing on _____, 2020 , at 7:00 p.m. at Township Hall to hear and consider objections to the creation of the District and the estimated cost for each parcel in the District.

7. The Township Board directs the Township Clerk to give notice of the time, date and purpose of the hearing, by first class mail, to each record owner of, or party-in-interest in, real property within the Township whose name appears upon the last Township tax assessment records, at least ten days before the date of the hearing in the form substantially similar to Exhibit A, attached to this Resolution. In addition, notice shall also be published in the same form at least twice before the hearing in a newspaper circulating in the Township. The first publication shall be at least ten days before the date of the hearing.

8. Following the public hearing, the Township Board may revise, correct, amend or change the plans, estimate of cost, or boundaries of the special assessment district.

9. Any and all resolutions in conflict with this Resolution are hereby repealed, but only to the extent necessary to give this Resolution full force and effect.

ADOPTED:

YEAS:_____

NAYS:_____

STATE OF MICHIGAN)

)

COUNTY OF CASS)

I, the undersigned, the duly qualified and acting Township Clerk of the Township of Milton, Cass County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and

complete copy of certain proceedings taken by the Township Board of said Township at a regular meeting held on the _____ day of _____, 2020.

Steve Sante
Milton Township Clerk

EXHIBIT A

TOWNSHIP OF MILTON

NOTICE OF PUBLIC HEARING

SPECIAL ASSESSMENT DISTRICT FOR

NOTICE IS HEREBY GIVEN that the Township Board of the Township of Milton, Cass County, Michigan, has determined to proceed with creating a special assessment district to defray, in whole or part, the Township's share of the cost of maintaining and operating the Southwestern Michigan Community Ambulance Service.

The Township Board has tentatively determined that all or part of the Township's share of such cost shall be specially assessed against all residential units, commercial parcels, industrial parcels, and agricultural parcels within the Township, unless such lands and premises are exempt by law from paying special assessments. "Residential unit" includes each unit in multiple family dwellings, apartments, condominiums and townhouses, and includes each pad in a mobile home or manufactured housing community.

TAKE NOTICE that the Township Board will hold a public hearing at a regular meeting of the Township Board on _____, 2020, at _____ p.m., at the Township Hall, 39120 Bertrand Street, Niles, Michigan 49120, to hear and consider any objections to the proposed special assessment, the district and all other matters relating to the Special Assessment District for Emergency Medical Services through Southwestern Michigan Community Ambulance Service.

TAKE FURTHER NOTICE that property shall not be added to the proposed special assessment district without further notice and public hearing.

This Notice was authorized by the Township Board of the Township of Milton.

Dated: _____, 2020

Steve Sante, Township Clerk

MILTON TOWNSHIP

BUDGET VS. ACTUALS: FY2020-2021 - FY21 P&L

April 2020 - March 2021

	TOTAL		
	ACTUAL	BUDGET	OVER BUDGET
Income			
A TAXES			
430 Milton Allocated		145,000.00	-145,000.00
447 Summer		4,700.00	-4,700.00
450 Admin Fee		38,000.00	-38,000.00
Total A TAXES		187,700.00	-187,700.00
B LICENSES & PERMITS			
472 Comcast		31,500.00	-31,500.00
477 Building	220.00	22,500.00	-22,280.00
477.1 Electrical	543.00	11,000.00	-10,457.00
477.2 Mechanical	830.00	11,000.00	-10,170.00
477.3 Plumbing	0.00	4,400.00	-4,400.00
Total B LICENSES & PERMITS	1,593.00	80,400.00	-78,807.00
C STATE GRANTS & SHRED REVENUE			
574 State Grants & Shared Revenue	55,994.00	290,000.00	-234,006.00
Total C STATE GRANTS & SHRED REVENUE	55,994.00	290,000.00	-234,006.00
D CHARGES FOR SERVICES			
628 Zoning	100.00	6,000.00	-5,900.00
Total D CHARGES FOR SERVICES	100.00	6,000.00	-5,900.00
E RENTALS			
669 Room Rentals		9,500.00	-9,500.00
Total E RENTALS		9,500.00	-9,500.00
F OTHER REVENUES			
	53.83		53.83
665 Interest	625.49	7,000.00	-6,374.51
675 Donations		2,500.00	-2,500.00
676 Other Revenues	1,764.00	11,000.00	-9,236.00
676.2 SMCAS Annual Contract	1,250.00	160.00	1,090.00
678 Reimbursement-Elections		7,500.00	-7,500.00
678.3 Employee Deductions		3,000.00	-3,000.00
Total F OTHER REVENUES	3,693.32	31,160.00	-27,466.68
Uncategorized Income	322.94		322.94
Total Income	\$61,703.26	\$604,760.00	\$ -543,056.74
GROSS PROFIT	\$61,703.26	\$604,760.00	\$ -543,056.74
Expenses			
A TOWNSHIP BOARD			
101-101-710 SALARY-AA (deleted)	2,009.28		2,009.28
101-136.5 Building Note Payment		128,345.00	-128,345.00
101-136.6 Extra Bldg. Note Payment		8,000.00	-8,000.00
101-702 Trustee Salary	960.00	4,620.00	-3,660.00
101-710 Salary-AA	5,274.36	32,635.00	-27,360.64
101-710.1 Secretary Wages	312.00	5,608.00	-5,296.00

MILTON TOWNSHIP

BUDGET VS. ACTUALS: FY2020-2021 - FY21 P&L

April 2020 - March 2021

	ACTUAL	TOTAL	
		BUDGET	OVER BUDGET
101-710.2 Accrued Wags	0.00	4,500.00	-4,500.00
101-725.1 Amb/Fire Board Meet	0.00	1,080.00	-1,080.00
101-725.2 NATS Meetings	0.00	200.00	-200.00
101-725.3 FOIA Expense		20.00	-20.00
101-726 Office Expense	419.94	4,000.00	-3,580.06
101-728 Postage Expense	253.38	4,500.00	-4,246.62
101-731 Publications Exp.	45.20	525.00	-479.80
101-813 MTA Dues		3,200.00	-3,200.00
101-813.1 NATS Membership	0.00	1,850.00	-1,850.00
101-815 Computer/Software/Equipment	853.00	5,000.00	-4,147.00
101-861.2 Committee Mileage & Training		2,000.00	-2,000.00
101-901 Legal Notices		750.00	-750.00
Total A TOWNSHIP BOARD	10,127.16	206,833.00	-196,705.84
B SUPERVISOR			
171-702 Salary	2,700.00	16,200.00	-13,500.00
171-702.1 Deputy		500.00	-500.00
Total B SUPERVISOR	2,700.00	16,700.00	-14,000.00
C ELECTIONS			
191-705 Wages Elect Inspec		4,500.00	-4,500.00
191-726 Election - Supplies		2,000.00	-2,000.00
191-901 Legal Notices		175.00	-175.00
191-931.1 Elect Mach Progm		1,500.00	-1,500.00
191-933 Elect Machine Maint		400.00	-400.00
191-975 Elec Meal Reimb	71.61	500.00	-428.39
Total C ELECTIONS	71.61	9,075.00	-9,003.39
D CLERK			
215-702 Salary	3,640.00	21,840.00	-18,200.00
215-702.1 Deputy Wages		500.00	-500.00
Total D CLERK	3,640.00	22,340.00	-18,700.00
E ACCOUNTING EXPENSES			
202-802 Accounting Fees		9,000.00	-9,000.00
Total E ACCOUNTING EXPENSES		9,000.00	-9,000.00
F BOARD OF REVIEW			
247-725 Wages		2,000.00	-2,000.00
247-731 Publications		100.00	-100.00
247-802.1 BOR Training		628.00	-628.00
247-861 Mileage		75.00	-75.00
247-864 Meals	75.92	150.00	-74.08
247-901 Legal/Notices		120.00	-120.00
Total F BOARD OF REVIEW	75.92	3,073.00	-2,997.08
G TREASURER			
253-702 Salary-Treasurer	3,440.00	20,640.00	-17,200.00

MILTON TOWNSHIP

BUDGET VS. ACTUALS: FY2020-2021 - FY21 P&L

April 2020 - March 2021

		TOTAL	
	ACTUAL	BUDGET	OVER BUDGET
253-702.1 Wages-Deputy		1,000.00	-1,000.00
253-734 Service Fees		50.00	-50.00
253-815 Computer		300.00	-300.00
253-816 Tax Roll Printing		6,200.00	-6,200.00
253-861 Mileage		50.00	-50.00
66900 253-956 Recon Discrepancy		100.00	-100.00
Total G TREASURER	3,440.00	28,340.00	-24,900.00
H ASSESSOR			
257-815.1 Assessor Software	690.00	2,100.00	-1,410.00
257-817 Assessor Wages	4,676.00	28,056.00	-23,380.00
Total H ASSESSOR	5,366.00	30,156.00	-24,790.00
I TOWNSHIP HALL			
265-850 Internet & Telephone	801.64	5,000.00	-4,198.36
265-921.2 Electric	1,074.45	5,200.00	-4,125.55
265-923.1 Gas	161.36	5,000.00	-4,838.64
265-924 Security	497.47	1,250.00	-752.53
265-931.3 Mowing & Snow Removal		5,800.00	-5,800.00
265-931.4 TH Cleaning		250.00	-250.00
265-933.2 Maintenance	614.18	4,445.00	-3,830.82
Total I TOWNSHIP HALL	3,149.10	26,945.00	-23,795.90
J RENTAL EXP.			
265-710 Event Manager Pay		2,500.00	-2,500.00
265-710.1 Event Security		800.00	-800.00
265-726 Supplies		500.00	-500.00
265-970 Equipment	35.44	500.00	-464.56
Total J RENTAL EXP.	35.44	4,300.00	-4,264.56
K WEATHER SIRENS			
265-934 Siren Maint.		1,500.00	-1,500.00
265-970 Siren Equipment		200.00	-200.00
265-970.2 Electric	587.37	900.00	-312.63
Total K WEATHER SIRENS	587.37	2,600.00	-2,012.63
L ATTORNEY COSTS			
266-826 Legal	1,400.00	10,000.00	-8,600.00
Total L ATTORNEY COSTS	1,400.00	10,000.00	-8,600.00
M INSPECTORS			
371-702.3 Mechanical	144.00	8,800.00	-8,656.00
371-724 Electrical	1,227.20	8,800.00	-7,572.80
371-724.2 Building	1,225.60	18,000.00	-16,774.40
371-724.3 Building Maintenance	400.00	3,000.00	-2,600.00
371-724.4 Plumbing	1,091.20	3,520.00	-2,428.80
Total M INSPECTORS	4,088.00	42,120.00	-38,032.00

MILTON TOWNSHIP

BUDGET VS. ACTUALS: FY2020-2021 - FY21 P&L

April 2020 - March 2021

	ACTUAL	TOTAL	
		BUDGET	OVER BUDGET
N ROADS & MUP			
446-969 Roads & MUP		70,000.00	-70,000.00
Total N ROADS & MUP		70,000.00	-70,000.00
O STREET LIGHTS			
448-820 Street Lights	755.40	9,000.00	-8,244.60
Total O STREET LIGHTS	755.40	9,000.00	-8,244.60
P Spring Cleaning			
528-943 Spring Clean		2,000.00	-2,000.00
Total P Spring Cleaning		2,000.00	-2,000.00
Q PLANNING COMMISSION & ZBA			
410-725 PC Wages	0.00	5,000.00	-5,000.00
410-812 Consultants		2,500.00	-2,500.00
410-826 Legal		1,040.00	-1,040.00
410-901 Notices		100.00	-100.00
Total Q PLANNING COMMISSION & ZBA	0.00	8,640.00	-8,640.00
R ZONING			
410-705.2 Salaries	3,204.00	19,224.00	-16,020.00
410-861.2 Mileage		500.00	-500.00
410-970 Cell Phone	150.00	600.00	-450.00
Total R ZONING	3,354.00	20,324.00	-16,970.00
S PARK & RECREATION			
751-931 Maintenance		1,600.00	-1,600.00
Total S PARK & RECREATION		1,600.00	-1,600.00
T OTHER			
850-822 FICA - Match		600.00	-600.00
850-822.1 Pension Match	2,517.23	24,000.00	-21,482.77
850-822.2 Medicare Match	500.00	6,000.00	-5,500.00
850-822.3 Pension Fees		800.00	-800.00
850-860 Payroll Expenses	17.50	325.00	-307.50
850-860.1 Employee Deductions	1,168.98	3,000.00	-1,831.02
850-860.2 Employee Medical	1,445.22	6,000.00	-4,554.78
850-910 Insurance		15,500.00	-15,500.00
850-921 Sheriff Patrol	1,375.00	8,000.00	-6,625.00
Total T OTHER	7,023.93	64,225.00	-57,201.07
Total Expenses	\$45,813.93	\$587,271.00	\$ -541,457.07
NET OPERATING INCOME	\$15,889.33	\$17,489.00	\$ -1,599.67
Other Expenses			
Reconciliation Discrepancies	-683.65		-683.65
Total Other Expenses	\$ -683.65	\$0.00	\$ -683.65
NET OTHER INCOME	\$683.65	\$0.00	\$683.65

MILTON TOWNSHIP

BUDGET VS. ACTUALS: FY2020-2021 - FY21 P&L

April 2020 - March 2021

	ACTUAL	TOTAL	
		BUDGET	OVER BUDGET
NET INCOME	\$16,572.98	\$17,489.00	\$ -916.02



Milton Township

General Fund Balance

Treasurer Flowers

04/30/20

UFCU General Fund		234,546.59
In Transit Shared Revenue		55,994.00
UFCU - CD		105,317.40
UFCU Money Market		109,591.58
CD Chemical Bank		39,445.05
CD Chemical Bank		169,780.86
Escrow Funds		6,301.24
Transit Account for Credit Cards		1.69
Secretary Cash Box		100.00
Petty Cash		93.42
Treasurers Cash Box		150.00
Admin Assistant Cash Box		200.00
Insurance Escrow	1.93	
Ambulance Account	0.06	
Fire Account	7.36	
Building Loan Balance 2019	990,903.90	
ENDING BALANCE	TOTAL	\$721,521.83

MILTON TOWNSHIP

TRANSACTION LIST BY DATE

April 22 - May 19, 2020

DATE	TRANSACTION TYPE	NUM	NAME	AMOUNT
04/22/2020	Check	2245	Blue Cross Blue Shield of Michigan	-647.81
04/23/2020	Check	ACH	Indiana Michigan Power	-395.25
04/23/2020	Check	ACH	Indiana Michigan Power	-149.58
04/23/2020	Deposit			491.81
04/23/2020	Deposit			133.68
04/24/2020	Deposit	0		322.94
04/27/2020	Check	2256	Internal Revenue Service	-350.45
04/28/2020	Check	ACH	Semco Energy	-106.87
04/30/2020	Deposit			53.83
05/01/2020	Payroll Check	2248	Janice L. Woolverton	-25.75
05/01/2020	Payroll Check	2247	Cori L. Buchar	-1,033.33
05/01/2020	Payroll Check		Wayne Hardin	0.00
05/01/2020	Payroll Check	2250	William M. Gibert	-946.75
05/01/2020	Payroll Check	2251	W. Eileen Glick	-640.16
05/01/2020	Payroll Check	2252	Richard J. Mullin	-95.72
05/01/2020	Payroll Check		Steve W. Sante	0.00
05/01/2020	Payroll Check	2249	Susan D. Botts-Flowers	-700.14
05/01/2020	Payroll Check	2254	Paul E. Romanetz	-95.15
05/01/2020	Payroll Check	2253	Eric R. Renken	-583.08
05/01/2020	Expense			-269.95
05/03/2020	Check	ACH	First Bancard	-250.25
05/03/2020	Check	ACH	First Bancard	-104.95
05/04/2020	Expense		Pitney Bowes	-49.38
05/05/2020	Check	ACH	ADT Security Services	-62.73
05/05/2020	Deposit			55,994.00
05/05/2020	Deposit			1,764.00
05/05/2020	Deposit			320.00
05/05/2020	Deposit			543.00
05/05/2020	Deposit			530.00
05/05/2020	Journal Entry	35		
05/08/2020	Tax Payment		MI Department of Treasury	-622.20
05/08/2020	Tax Payment		IRS	-1,193.24
05/10/2020	Check	ACH	COMCAST CABLE-(B)	-110.35
05/12/2020	Check	ACH	Midwest Energy & Communications	-406.14
05/12/2020	Check	2263	ADT Security Services	-62.73
05/12/2020	Check	2266	Spring - Green	-67.95
05/12/2020	Check	2279	Internal Revenue Service	-232.83
05/15/2020	Check	ACH	AMERICAN ELECTRIC POWER	-57.24
05/15/2020	Payroll Check	2270	Cori L. Buchar	-1,033.33
05/15/2020	Payroll Check		Steve W. Sante	0.00
05/15/2020	Payroll Check	2272	William M. Gibert	-946.75
05/15/2020	Payroll Check	2277	Paul E. Romanetz	-95.15
05/15/2020	Payroll Check	2273	W. Eileen Glick	-640.16
05/15/2020	Payroll Check	2276	Eric R. Renken	-583.08

MILTON TOWNSHIP

TRANSACTION LIST BY DATE

April 22 - May 19, 2020

DATE	TRANSACTION TYPE	NUM	NAME	AMOUNT
05/15/2020	Payroll Check	2271	Susan D. Botts-Flowers	-700.14
05/15/2020	Payroll Check	2275	Richard J. Mullin	-95.72
05/15/2020	Payroll Check	2274	Wayne Hardin	-1,111.20
05/19/2020	Check	2257	JOHN HANCOCK, USA	-17.50
05/19/2020	Check	2259	BS&A Software	-690.00
05/19/2020	Check	2262	Johnny M. Hamilton	-1,227.20
05/19/2020	Check	2258	Bauckham, Sparks, Thall, Seeber & Kauffman, PC	-1,400.00
05/19/2020	Check	2261	Dell Marketing L. P.	-750.00
05/19/2020	Check	2264	Burnham & Flower of Michigan	-750.00
05/19/2020	Check	2268	Leader Publications	-45.20
05/19/2020	Check	2265	Cintas	-61.28



**Niles Charter Township Fire Department
Monthly Report to Milton Twp. Board - 2020**

Type of Incidents	Niles Twp.		Milton Twp	
	April	YTD Total	April how many of these calls were for Milton Twp.	YTD calls Milton Twp.
Accident	9	36		9
Alarm / False Call	4	18		2
Burn Complaint	9	19		1
Carbon Monoxide Alarm	2	3		0
Commercial		3		0
Controlled Burn		1		0
Grass / Brush	2	4		0
Hazardous Condition	1	8		1
Medical Assist		2		0
Residential	4	9		0
Rescue / Extrication		2		1
Service Call	1	4		0
Shed / Garage / Barn	1	2		0
Smoke/Odor Investigation	1	5		0
Trash / Rubbish	1	1		0
Vehicle		3		1
Wash Down		0		0
Total Monthly Incidents	35	120	0	15
Non Dispatched Calls Handled by Career Staff Only (count included In Total Monthly Incidents)	4	14		

Total Firefighters responding to all Incidents	239	851		
Average firefighters per run	6.8	7.1		
Total Firefighters That Reponded To Dispatched Calls	229	827		
Average Firefighters That Responded To Dispatched Calls	7.4	7.8		
Burning Permits Sta. #1	5	52		
Burning Permits Sta. #2	4	114		

Mutual Aid Given to:	April	Year Total
Bertrand Twp		1
Buchanan City	1	2
Buchanan Twp		0
Clay Twp		0
Howard Twp	2	4
Niles City		2
Other		1
Total	3	10
Mutal Aid Reveived From:		
Bertrand Twp		1
Buchanan City		0
Buchanan Twp	1	1
Clay Twp		0
Howard Twp	1	3
Niles City	3	9
Other		2
Total	5	16
Monthly Trainings	0	4
Volunteer Perf. Stand.	0	2
Engineer Perf. Stand.	0	0
Career Shift Trainings	0	0
Career Perf. Stand.	0	0
Station Tours/Public Ed & Community Activities	0	2
Chief Gary Brovold	4/30/20	

2049 South 3rd Street
Niles, MI 49120
Ph. 269-683-3311/Fax 269-683-1633

Email: ntfd@mail.com

2616 N. 5th Street
Niles, MI 49120
Ph. 269-683-9440

Working Grant Projects

- 1) Playground Fence \$5,000
 - Enclosing the playground fence
 - Adding double gate (South side of playground)
- 2) Playground Mulch \$3,000
 - Pine mulch added
 - Combined with #3 as part of risk reduction grant
- 3) Supplies to Reopen Hall \$750
 - Hand Sanitizing Station
 - Masks
 - Thermometer
 - Misc.
 - Combined with #2 as part of risk reduction grant
- 4) Tree Planting \$2,000
 - Planting shade trees around park and playground