

MILTON TOWNSHIP – REGULAR MEETING
BOARD OF TRUSTEES
January 21, 2014

The regular meeting of the Milton Township Board was held on Tuesday, January 21, 2014 at the Milton Township Hall, 32097 Bertrand St, Niles, MI 49120. Supervisor Benjamin called the meeting to order at 7:00pm followed by the Pledge to the Flag.

Present: Supervisor R. Benjamin, Clerk S. Kronewitter, Treasurer S. Flowers, Trustee E. Renken, Trustee K. Sweeney
Also Present: Township Attorney Catherine Kaufman and Zoning Administrator Paul Sniadecki.

BOARD MEMBER COMMENTS

Kronewitter read a thank you letter received from the Girl Scouts of Milton Vermont.

COMMUNITY REPORTS

Sweeney reported the Planning Commission will soon be receiving the updated zoning ordinance for its review. Their meeting of January was cancelled due to the weather, rescheduled and held on January 13, 2014.

Renken gave a report of the SMCAS board meetings held in January 2014. SMCAS is waiting for the audit report ending at its last fiscal year.

APPROVAL OF AGENDA

Add under new business number 13 Personnel Issue.

REZONING REQUEST – FIR ROAD

Sniadecki gave his report regarding the rezoning request on Fir road. Discussion by board members and questions to Sniadecki were answered.

Sweeney motioned to approve Resolution 2014-01-010, rezoning request, seconded by Renken.

Roll Call Vote:

YES: Benjamin, Flowers, Kronewitter, Renken, Sweeney

NO: None

Motion Carries

TOWNSHIP HALL BUILDING UPDATE

Hebard gave the board an update on the building project of the township hall. Even though the weather has been an issue he projects the second week of February, the onsite work will start again. The project is in a comfortable margin to be finished by the target date. A video of playground equipment was shown. Hebard will be speaking with the Cass County Park Department director for feedback regarding Milton's park plans.

APPROVAL OF PREVIOUS MINUTES

Sweeney made a motion to approve the minutes of December 16, 2013 as presented, seconded by Kronewitter.

All in Favor: Yes

Against: None

Motion Carries.

FINANCIAL REPORT

The Treasurer's report was read. Financial report and budget were reviewed. Clerk will make corrections for the November election reimbursements to the income and expense accounts.

Benjamin motioned to approve Budget Resolution 2014-01-01R, seconded by Kronewitter.

Roll Call Vote:

YES: Flowers, Renken, Sweeney, Benjamin, Kronewitter

NO: None

Motion Carries

BUDGET WORKSHOP

Benjamin motioned to have a 2014-2015 Budget Workshop Public Hearing on Monday, March 17 at 7:00pm, seconded by Renken.

All in Favor: Yes

Against: None

Motion Carries.

BOARD OF REVIEW APPOINTMENTS

Benjamin informed the board Roger Kempton who has served Milton Township for many years, has resigned from the Board of Review due to health reasons.

Benjamin motioned to appoint Virginia Kraft to fill the vacancy of Roger Kempton as Board of Review member with her appointment ending December 31, 2014, seconded by Sweeney.

All in Favor: Yes

Against: None

Motion Carries.

Kronewitter motioned to appoint Thomas Talley as Board of Review alternate member with his appointment ending December 31, 2014, seconded by Sweeney.

All in Favor: Yes

Against: None

Motion Carries.

POVERTY EXEMPTION INCOME GUIDELINES AND ASSET TEST

Benjamin motioned to approve Resolution 2014-01-02, Poverty Exemption Income Guidelines and Asset Test, seconded by Kronewitter.

Roll Call Vote:

YES: Flowers, Renken, Sweeney, Benjamin, Kronewitter

NO: None

Motion Carries

TRAINING POLICY

Benjamin motioned to amend the Training Policy as presented and with corrections, seconded by Sweeney.

All in Favor: Yes

Against: None

Motion Carries.

ESCROW POLICY & FEES

Benjamin motioned to approve Resolution 2014-01-03, Regarding Zoning Application Fees and Establishing an Escrow Fund Requirement for Certain Zoning Applications and Developments, seconded by Renken.

Roll Call Vote:

YES: Sweeney, Benjamin, Kronewitter, Flowers, Renken

NO: None

Motion Carries

MILTON TOWNSHIP VS 5 STAR LLC

The suit has come to completion with all work to be done by September 30, 2014.

APPROVAL OF CHECKS

Kronewitter motioned to approve checks 4001 and 8592-8636 for payment as presented, seconded by Sweeney.

Roll Call Vote:

YES: Benjamin Flowers, Kronewitter, Renken, Sweeney

NO: None

Motion Carries

PERSONNEL ISSUES

Supervisor Benjamin reported the Administrative Assistant has a complaint that is impacting her performance. Supervisor Benjamin asked the township attorney whether or not the Administrative Assistant could go into a closed session with those issues. The Township attorney advised the board of the legal procedures to enter into a closed session. It was requested by the Administrative Assistant to have her issues discussed in a closed session.

Benjamin motioned under Section 8(a) of the Open Meetings Act, pursuant to section MCL 15.268(8) of the Freedom of Information Act, to enter into this closed session to discuss employee issues, seconded by Trustee Sweeney.

Roll Call Vote:

YES: Flowers, Renken, Sweeney, Benjamin, Kronewitter

NO: None

Motion Carries

9:10pm Milton Township Board of Trustees entered into closed session at the Milton Township Hall, 32097 Bertrand St., Niles, MI 49120.

10:39pm Board of Trustees returned to regular meeting.

Supervisor Benjamin stated that we need a policy in the event an emergency occurs whereas we need to remove an employee from their duties immediately. We currently have four employees this would apply to; Building Inspector, Assessor, Zoning Administrator, and the Administrative Assistant.

Benjamin motioned the township board create a policy where the Supervisor's office can suspend an employee with pay, if an emergency warrants and at which time the Supervisor shall call a special meeting of the Board of Trustees within 48 hours, seconded by Sweeney.

All in Favor: Yes

Against: None

Motion Carries

Renken made a motion to adjourn seconded by Sweeney.

All in Favor: Yes

Against: None

Motion Carries.

Meeting adjourned @ 10:47p.m.

Respectfully Submitted,

Sue Kronewitter
Clerk, Milton Township