



Milton Township

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**Official Minutes for Milton Township Board of Trustees
Regular Board Meeting
Milton Township Hall - 32097 Bertrand St., Niles, MI
Tuesday March 21, 2017 7:00P.M.**

Meeting called to order at 7:00pm and the pledge was recited.

Members Present: Supervisor Robert Benjamin, Treasurer Susan Flowers, Clerk Steve Sante, Trustee Kelly Sweeney

Absent: Trustee Eric Renken

Community Reports:

Planning Commission Ex Officio Member: Sweeney reports the PC is working on finalizing a bid from Williams and Works for updating the master plan.

Board of Review: Benjamin reports only three appeals had been filed with the BOR and the letters went out the previous Thursday.

Election Commission: Sante reports there will be an Election Commission Meeting on April 4th to select election inspectors for the May 2nd election and to do an accuracy test on the tabulator.

NATS: Flowers reports there are funds for the Multi-Use path from the State.

Visiting Officials: None

Anyone wishing to speak to the board: Thomas Talley indicated he would like to see a memorial to veterans on Township property. The Supervisor asked him to put together a proposal and they would discuss the issue.

Lewis Mudd question the board as to whether or not the township has a blight officer. Mr. Mudd went on to indicate there are properties in the township with a significant amount of debris.

Board Member Comments: None

Approval of Agenda: Two items were added to the agenda. They are RFP for lawn and snow removal and noise meter.

Approval of Previous Minutes

Motion: Sweeney made a motion to approve the 2/21/17 minutes as presented

Second: Sante

Discussion: None
Motion Carried Unanimously

Motion: Sweeney made a motion to approve the 2/28/17 minutes as presented
Second: Sante
Discussion: None
Motion Carried Unanimously

Business with Attendees: None

Old Business:

Rental Updates: Flowers reports there are nine rentals scheduled for the Great Hall so far this year.

Noise Meter: The ZA has provided a proposal to purchase a new noise meter.

Motion: Benjamin made a motion to purchase an Extech 407736 Digital Sound Level Meter at a cost not to exceed \$330.10.
Second: Sweeney
Discussion: None
Roll Call: Flowers Yes, Sante Yes, Sweeney Yes, Benjamin Yes
Motion Carried

New Business:

Electrical Repair for Smith's Chapel

Motion: Benjamin made a motion to reimburse the Smith's Chapel Commission in the amount of \$243.14 for electrical supplies.
Second: Sweeney
Discussion: None
Roll Call: Flowers Yes, Sante Yes, Sweeney Yes, Benjamin Yes
Motion Carried

Request For Proposal

Sweeney presented a request for proposal for lawn care and snow removal. A lengthy discussion occurred on these proposal. The board chose to move only on the lawn RFP.

Motion: Sweeney made a motion to approve the lawn maintenance RFP as amended.
Second: Sante
Discussion: None
Motion Carried Unanimously

Review Of Fire Budgets

Benjamin indicated that the township owes \$16,449.70 to the Edwardsburg Fire Department. He went on to note that Enbridge intends to cover \$10,000 of this amount.

Motion: Benjamin made a motion to pay Edwardsburg Fire Department \$6,449.70.

Second: Sweeney
Discussion: None
Roll Call: Flowers Yes, Sante Yes, Sweeney Yes, Benjamin Yes
Motion Carried

2017-2018 Budget Actions

Abonmarche submitted a bid for engineering costs in the amount of \$39,900. This bid was discussed at length.

Motion: Benjamin made a motion to approve the township millage rate at a maximum of 1 mill
Second: Flowers
Discussion: Due to Headlee factor amount can't exceed .7980
Roll Call: Flowers Yes, Sante Yes, Sweeney Yes, Benjamin Yes
Motion Carried

Motion: Benjamin made a motion to approve the Niles Fire District Millage at a maximum of 1 mill
Second: Sweeney
Discussion: None
Roll Call: Flowers Yes, Sante Yes, Sweeney Yes, Benjamin Yes
Motion Carried

Motion: Benjamin made a motion to approve the Edwardsburg Fire District Millage at a maximum of 1 mill
Second: Sweeney
Discussion: None
Roll Call: Flowers Yes, Sante Yes, Sweeney Yes, Benjamin Yes
Motion Carried

Motion: Benjamin made a motion to approve the 2017-2018 budget as amended with a resolution number of 2016-04R.
Second: Sweeney
Discussion: None
Roll Call: Flowers Y, Renken Y, Sante Y, Sweeney Y, Benjamin Y
Motion Carried

Motion: Benjamin made a motion to approve the 2017-2018 Niles Township Fire Budget.
Second: Sweeney
Discussion: None
Roll Call: Flowers Y, Sante Y, Sweeney Y, Benjamin Y
Motion Carried

Motion: Benjamin made a motion to approve the 2017-2018 Edwardsburg Fire Budget.
Second: Sweeney
Discussion: None
Roll Call: Flowers Y, Sante Y, Sweeney Y, Benjamin Y
Motion Carried

Motion: Benjamin made a motion to approve the 2017-2018 SMCAS Budget.
Second: Sweeney
Discussion: None

Roll Call: Flowers Y, Sante Y, Sweeney Y, Benjamin Y
Motion Carried

Motion: Benjamin made a motion to approve the 2017 fee schedule.
Second: Sweeney
Discussion: None
Motion Carried Unanimously

Motion: Benjamin made a motion to approve the Fiscal year 2017-2018 wages effective April 1, 2017 and having a resolution number of 2016-05R.
Second: Sweeney
Discussion: None
Roll Call: Flowers Y, Sante Y, Sweeney Y, Benjamin Y
Motion Carried

Joy's John Contract

Motion: Benjamin made a motion to approve the Joy's John contract in the amount of \$1,338.75.
Second: Sweeney
Discussion: None
Roll Call: Flowers Y, Sante Y, Sweeney Y, Benjamin Y
Motion Carried

New Voting Equipment

Motion: Sante made a motion to approve resolution 2017-6R for new voting equipment.
Second: Sweeney
Discussion: None
Roll Call: Flowers Y, Sante Y, Sweeney Y, Benjamin Y

Spring Clean

Motion: Benjamin made a motion that the township will pay for the first one hundred tires received during the spring clean.
Second: Sweeney

Amended Motion: Benjamin made a motion to amend the original motion so that the tire collection is free to township residents only.
Second: Sweeney
Discussion: None
Motion Carried Unanimously
Original Motion
Discussion: None
Motion Carried Unanimously

Staffing Changes

The date of position elimination was discussed for the Township Maintenance position was discussed.
Motion: April 15th shall be the date of elimination for this position.
Second: Sante
Discussion: None
Roll Call: Flowers Y, Sante Y, Sweeney Y, Benjamin Y

FY 2017-2018 Roles

Flowers would like to reduce her rolls due to NATS and COA commitments.

Motion: Benjamin made a motion to move the building maintenance and upkeep role to the Clerk's office.

Second: Sweeney

Discussion: None

Motion Carried Unanimously

Motion: Benjamin made a motion to move supply ordering to the Clerk's office.

Second: Flowers

Discussion: None

Motion Carried Unanimously

Motion: Benjamin made a motion to move management of the administrative assistant to the Supervisor's office.

Second: Flowers

Discussion: None

Motion Carried Unanimously

Motion: Benjamin made a motion to move rental management to the Supervisor's office.

Second: Sweeney

Discussion: None

Roll Call: Flowers Y, Sante Y, Sweeney Y, Benjamin Y

Multi-Use Path

Motion: Benjamin made a motion to approve the Abonmarche contract for engineering services of the Multi-use path.

Second: Sweeney

Discussion: None

Roll Call: Flowers Y, Sante Y, Sweeney Y, Benjamin Y

Township Rental management and agreements

Motion: Benjamin made a motion striking number 14 from the rental agreement

Second: Sweeney

Discussion: Number 14 and 22 are redundant

Motion Carried Unanimously

Motion: Benjamin made a approving township hall agreement as presented

Second: Sweeney

Discussion: None

Motion Carried Unanimously

Financial Report:

Review of Township Budget

Motion: Benjamin made budget resolution 2016-07R to be as follows:

675	Donations & Grants	\$ 5,000.00
101-101-725.1	Amb Board Meeting	\$ 60.00
101-928-543	Spring Cleaning	\$450.00
101-101-850	Telephone	\$ 437.00
101-101-850.1	Internet	\$ 539.90
101-101-970	Equipment / Furniture	\$ (2,500.00)
101-191-933.1	Election Machine Programing	\$ (1,170.00)
101-191-933	Election Machine Maint	\$ (1,010.00)
101-202-802	External Audits	\$ 720.00
101-247-731	BOR Publications	\$ 16.00
101-101-728	Assessor Postage Expense	\$ 186.00
101-850-860.1	Employee Deductions	\$ 400.00
101-257-815.1	Assessor Software	\$ (486.00)
101-265-933	SC Maintenance	\$ 244.00
101-265-921.2	Smith's Chapel Electric	\$ 200.00
101-265-931	Grounds Keeper	\$ 1,297.83
101-265-933.2	TH Maintenance	\$ (3,690.00)
101-265-726	OTH Rental Expense	\$ (720.00)
101-265-931.5	OTH Clean	\$ (500.00)
101-371-702.3	Mechanical Labor	\$1,000
101-266-826	Legal Costs	\$ 900.00
101-371-724	Electrical Labor	\$500
101-446-969.3	Multi-use Path	\$ (33,200.00)
101-446-969.1	Signs	\$ (800.00)
101-448-820	Street Lights	\$1,200
101-171-702	Supervisor Salary	\$200
101-253-702	Treasurer Salary	\$200
101-215-702	Clerk Salary	\$250
101-101-702	Trustee Salary	\$100
101-751-931.2	Park Improvements	\$ (11,415.00)
101-850-822.3	Pension Fees	\$300
101-850-921.1	Fire Expense	\$6,449.70
101-101-136.5	Building Note Payment	\$3,845.21
101-850-822	FICA Match	\$ 300.00
101-850-822.2	Medicare Match	\$ 500.00
101-625-921.2	TH Electric	\$718
		\$ (30,195.36)

Second: Sweeney

Discussion: None

Roll Call: Flowers Y, Renken Y, Sante Y, Sweeney Y, Benjamin Y

Motion carried

Financial Reports

Flowers reported the township funds total \$535,636.56.

Approval of Checks

Motion: Sante made a motion to approve the checks as written with the following to be added:

Edwardsburg Fire Department	\$6,449.70
Chemical Bank	\$3,845.21

Second: Benjamin

Discussion: None

Roll Call: Flowers Y, Renken Y, Sante Y, Sweeney Y, Benjamin Y

Motion carried

Adjournment

Motion: Sweeney made a motion to adjourn at 8:32pm.

Second: Flowers

Discussion: None

Motion carried unanimously

OFFICIAL