



# Milton Township

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**Minutes for Milton Township Board of Trustees  
Regular Board Meeting  
Milton Township Hall - 32097 Bertrand St., Niles, MI  
Tuesday March 12, 2019 7:00P.M.**

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

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

**Community Reports:** Romanetz reports that a minor plan amendment to the Hidden Hills subdivision was approved by the Planning Commission. He went on to report that a public hearing was held for the Glenayre of Knollwood subdivision. The P.C. approved the plans with conditions.

**SMCAS:** Renken reports that the audit was completed for SMCAS. They had a loss for the prior fiscal year, as they over billed some insurance companies and had to issue refunds.

**Visiting Officials:** Robert Benjamin, whom is the County Commissioner, reported that the county is working to hire an administrator. He went on to say that an administrator was hired on an interim basis. The county will be offering FOIA training for townships and municipalities.

**Members of Public Wanting to Speak:** Mark Burkey questioned the board on the process required to re-zone his property from agricultural to residential.

**Board Member Comments:** None

**Approval of Agenda:** The following items were added to the agenda:

- Hidden Hills
- Salary Compensation Committee
- Glenayre and Hidden Hills were moved to Business with Visiting Officials

Motion: Sante made the motion to do the above

Second: Renken

Discussion: None

All Voted Yes

Motion Carried

**Approval of past minutes**

Motion: Renken made a motion to approve the 2/12/19 minutes as amended

Second: Romanetz

Discussion: None

All Voted Yes

Motion Carried

Motion: Romanetz made a motion to approve the 2/21/19 minutes as written  
Second: Renken  
Discussion: None  
All Voted Yes  
Motion Carried

### **Business with Attendees**

#### **Hidden Hills**

A minor change was made to the Hidden Hills plans. The P.C. recommended approval by the Board of Trustees.

Motion: Sweeney made a motion to accept the Planning Commission's recommendation of approval of the minor plan amendment and to ratify/approve the minor site plan amendment.

Second: Sante

Discussion: Trustee Romanetz has a conflict regarding the Hidden Hills subdivision. Therefore, he is to abstain from this portion of the meeting.

All Voted Yes with Romanetz abstaining

Motion Carried

#### **Glenayre**

It was reported that the Planning Commission had a public meeting for the Glenayre Subdivision. Several people had concerns about the subdivision. Catherine Kauffman, whom is the attorney of record for the Township, indicated she reviewed the documents and recommended changes. She went on to say that those changes were agreeable to the developer.

Paul Romanetz indicated he had a conflict with the subdivision and would abstain from this portion of the meeting. Eric Renken also indicated the same thing.

At this point the developer and his representatives provided a lengthy presentation on the subdivision plans. Board members asked many questions. A lengthy discussion occurred.

Supervisor Sweeney asked for public comment:

As a member of the public, Paul Romanetz question what the limited common elements will be along Gumwood.

Motion: Sweeney made a motion to grant Step II Site condo approval to Glenayre of Knollwood site condominium project, subject to the following conditions:

Review and approval of condominium documents by Township Attorney

1. Extension of sidewalk along west side of Gumwood from the condominium's Gumwood Road entrance south to the State Line.
2. Submission of Schedule B, Condominium Site Plan, to the Township Board, in care of the Zoning Administrator for review and approval, before any permits are issued for the project
3. Written description and graphic depiction of non-vehicular easement on condo documents (including Schedule B), which easement will prohibit vehicular access in the following areas:
  - a. the east side of Gumwood Road, south from Redfield to the entrance to the condominium development; and
  - b. the area along Redfield Road where any condominium units back to Redfield Road.
4. Step II site condominium approval is valid for a period of 5 years from today's date (3/12/19)

Second: Sante  
Discussion: Renken and Romanetz to abstain  
Roll Call: Flowers Y, Sante Y, Sweeney Y  
Motion Carried

At this point in the meeting Sweeney indicated that Catherine Kauffman could leave the meeting. But first board members asked several questions.

### **Old Business:**

#### **Old Township Hall:**

A lease was included in the board packet. It is to lease the OTH to SMCAS. The board was generally in favor of sending it on to SMCAS for approval.

Sante reports that if SMCAS does not want the building the potential buyer is still interested in it.

#### **RFP Lawn Maintenance**

A discussion occurred regarding the Multi-Use path. It was suggested that mowing along the path be added. It was also suggested that trash removal and debris clearing be added for the multi-use path.

Motion: Renken made a motion to approve the RFP as amended  
Second: Romanetz  
Discussion: None  
All Voted Yes  
Motion Carried

#### **2019-2020 Budget**

Motion: Sante made resolution 2019-08R to approve the proposed budget for fiscal year 2019-2020.  
Second: Romanetz  
Discussion: None  
Roll Call: Renken Y, Flowers Y, Sante Y, Romanetz Y, Sweeney Y  
Motion Carried

#### **2019 Wage Resolution**

Motion: Sante made resolution 2019-09R to approve the wages for 2019.  
Second: Renken  
Discussion: None  
Roll Call: Renken Y, Flowers Y, Sante Y, Romanetz Y, Sweeney Y  
Motion Carried

#### **2019 Fee Schedule**

Motion: Sante made resolution 2019-10R to approve the 2019 Fee Schedule  
Second: Flowers  
Discussion: None  
Roll Call: Renken Yes, Sante Yes, Romanetz Y, Sweeney Y  
Motion Carried

**2019 Audit:**

Motion: Sante made a motion to approve the contract with Kruggel-Lawton for 2019 audit services at an amount of \$8,400.

Second: Romanetz

Discussion: None

Roll Call: Renken Yes, Sante Yes, Romanetz Y, Sweeney Y

Motion Carried

**Resolution to Amend Zoning Ordinance**

Motion: Sante made a motion to approve ordinance 2019-110 which is a change to the zoning ordinance

Second: Romanetz

Discussion: None

Roll Call: Renken Yes, Sante Yes, Romanetz Y, Sweeney Y

Motion Carried

**2018-2019 Fire District Budget:** Tabled

**2018-2019 SMCAS Budget:** Tabled

**Fireworks Application**

A fireworks application was received for a firework display to be held in the township by Gary Ludwig. The board discussed the application at length.

Motion: Sante made a motion to approve the Ludwig application subject to approval from the Edwardsburg Fire Chief.

Second: Flowers

Discussion: None

All Voted Yes

Motion Carried

**Salary Compensation Committee**

The salary compensation committee met and made the following recommendations for Board of Trustee Compensation for the following two fiscal years:

Supervisor:	\$16,200
Clerk:	\$21,840
Treasurer:	\$20,640
Trustees	\$5,760

Motion: Sante made a motion to approve the recommendations of the salary compensation committee

Second: Renken

Discussion: None

All Voted Yes

Motion Carried

**Financial Reports**

**2018-2019 Budget Resolution**

Motion: Sante made a motion to approve resolution 2019-12R as follows:

Number	Description	Amount
101-101-731	Publications Expense	\$232
101-101-813.1	NATS Membership	\$1,529
101-247-802.1	BOR Training	\$75.00
101-257-815.1	Assessor Software	\$700
101-265-933.2	TH Maintenance	\$602
101-371-702.3	Mechanical Labor	\$1,000
101-371-724	Electrical Labor	\$1,500
101-371-724.2	Building Wages	\$1,000
101-371-724.4	Plumbing Wages	\$1,500
101-850-822.1	Pension Match	\$3,000
101-850-860.2	Employee Medical	\$500
TOTAL		\$11,638
	OFF SETS	
101-371-726	Inspector Supplies	\$700
101-371-802	Conferences	\$300
477	Building Permits	\$1,200
477.1	Electrical Permits	\$1,800
477.2	Mechanical Permits	\$1,200
477.3	Plumbing Permits	\$1,800
	General Fund	\$4,638
		\$11,638

Second: Romanetz  
Discussion: None  
Roll Call: Renken Yes, Sante Yes, Romanetz Y, Sweeney Y  
Motion Carried

Flowers reports that the township funds total \$613,689.03

**Approval of Checks**

Motion: Sante made a motion to approve the checks list with the following additions:

Michiana Finish Grade	\$290.00
Parrot	\$110.00
Dell Computers	\$518.40

Second: Romanetz  
Discussion: None  
Roll Call: Renken Yes, Sante Yes, Romanetz Y, Sweeney Y  
Motion Carried

**Adjournment:**

Motion: Flowers made a motion to adjourn at 9:16pm  
Second: Renken  
Discussion: None  
Motion carried unanimously