



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 Milton Township Hall - 32097 Bertrand St., Niles, MI Tuesday February 12, 2019 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:

Business (w/attendees):

Old Business:

1. Old Township Hall
2. Resolution for Rezoning Beebe Road

New Business:

1. 2019-2020 Budget
2. Resolution to Adopt 2019 Poverty Exemption
3. Resolution to Allow Protest in Writing
4. ZBA Appointment
5. Treasurer Computer
6. Backup Server

Financial Report:

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

Adjournment:



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Minutes for Milton Township Board of Trustees Regular Board Meeting Milton Township Hall - 32097 Bertrand St., Niles, MI Tuesday January 8, 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

No Trustee Yet Appointed

Also in attendance: Catherine Kaufman, Township Attorney

Community Reports: None

SMCAS: The SMCAS meeting was not attended

Fireboard: No Fireboard was held.

Visiting Officials

Hope Anderson, whom is the newly appointed County Treasurer, introduced herself to the township. She spoke on Michigan Treasury collection scams and assistance for people behind on their property taxes.

Robert Benjamin, whom is the newly elected County Commissioner, spoke about happening at the county level. He indicated that his first meeting will be on 1/10.

Members of Public Wanting to Speak:

Virginia Kraft indicated the street light at the intersection of Worrell and Leet is frequently on during the day.

Cynthia Gill, whom is the deputy county treasurer, introduced herself.

Steven Smith questioned if AEP was doing work in the township, as he has been seeing trucks.

Board Member Comments: Renken welcomed Sweeney to the supervisor position.

Sweeney thanked Robert Benjamin for his service to the township.

Approval of Agenda:

The agenda was approved with the following addition:

Resolution for Master Plan

Approval of past minutes

Motion: Renken made a motion to approve the 12/11/18 minutes as presented

Second: Sante

Discussion: None

All Voted Yes

Motion Carried

Old Business:

Old Township Hall:

Tabled

Smith's Chapel Update:

Sante reported that the closing for the property was on 1/4/19, and it went smoothly. The new owner is excited to improve the property for all to enjoy it.

Resolution To Adopt Master Plan:

Sweeney read a resolution to adopt the newly created Master Plan.

Motion: Sweeney made a motion to adopt resolution 2019-02R

Second: Renken

Discussion: None

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

Motion Carried

New Business

BOT Trustee Appointment

Sweeney indicated that there were two individuals that showed interest in the position. They submitted letters of interest.

Motion: Flowers made a motion to appoint Paul Romanetz to the Trustee position

Second: Renken

Discussion: Sweeney to abstain from vote

Roll Call: Flowers Y, Renken Y, Sante Y

Motion Carried

Sweeney announced his resignation from the Planning Commission effective January 3, 2019.

Motion: Renken made a motion to accept the resignation of Sweeney

Second: Flowers

Discussion: Roll Call Vote Not Needed. Sweeney to abstain from vote

All Voted Yes

Motion Carried

At his earliest convenience Paul Romanetz must submit his resignation from the P.C.

Catherine Kauffman indicates the board must appoint an ex-officio member.

Motion: Renken makes a motion to appoint Paul Romanetz as the ex-officio member on the P.C.
Second: Sante
Discussion: Sweeney indicates he is a good candidate because of his engineering background
Roll Call: Flowers Y, Renken Y, Sante Y, Sweeney Y
Motion Carried

Planning Commission Appointments:

There were two individuals wanting to serve on the P.C to fulfill the remainder of Paul Romanetz term, which expires 6/30/19. They are Virginia Kraft and Robert Benjamin.

Each candidate spoke about their qualifications.

Motion: Flowers made a motion to appoint Robert Benjamin to the Planning Commission

Second: Renken

Discussion: None

All Voted Yes

Motion Carried

Resolution for re-zoning Beebe Road property

Tabled

2018-2019 Budget Resolution

Motion: Sante made a motion to approve resolution 2019-03R as follows:

Office Supplies	101-101-726	\$1,000.00
Election Supplies	101-191-726	\$149.00
Election Machine Maint.	101-191-933	\$150.00
OT Electric	101-265-921	\$25.00
OT Heat	101-265-923.2	\$140.00
Security Services	101-265--710.1	\$200.00
Electrical Labor	101-371-724	\$1,500.00
Building Wages	101-371-724.2	\$3,000.00
PC Consultants	101-410-812	\$280.50
ZA Mileage	101-410-861.2	\$75.00
Legal	101-266-826	\$2,200.00
Pension Match	101-850-822.1	\$100.00
TOTAL		\$8,819.50
Other Revenues	676	-\$200.00
Building Inspections	477	-\$3,000.00
Electrical Inspections	477.1	-\$1,500.00
General Fund		-\$4,119.50

Second: Renken

Discussion: Discussion on offsets

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

Motion Carried

Financial Reports:

Flowers reports the township fund balances total \$689,247.61

Approval of Checks

Motion: Sante made a motion to approve the amended checks list

Second: Renken

Discussion: None

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

Motion Carried

Adjournment:

Motion: Flowers made a motion to adjourn at 7:42pm

Second: Renken

Discussion: None

Motion carried unanimously

**MILTON TOWNSHIP
CASS COUNTY**

ORDINANCE NO. 2019- _____

ADOPTED: _____

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

An Ordinance to amend the Milton Township Zoning Ordinance (including the zoning map) by rezoning certain property located in Land Section 10 from A, Agricultural Production District to RR, Rural Residential District, to repeal all ordinances or parts of ordinances in conflict herewith and to establish the effective date of said Ordinance.

**MILTON TOWNSHIP
CASS COUNTY, MICHIGAN**

ORDAINS:

**SECTION I
REZONING OF PROPERTY IN LAND SECTION 10**

The Zoning Map as incorporated by reference in the Milton Township Zoning Ordinance is hereby amended by rezoning a parcel of land in Land Section 10, as follows:

A 6.84 acre parcel (+/-) will be rezoned from Agricultural Production District (A) to Rural Residential District (RR). The property has tax parcel number of 14-070-010-023-20

The property is more particularly described as:

That part of the Southeast Quarter of Section 10, T. 8 S., R. 16 W., Milton township, Cass County, Michigan which is described as: Beginning at a point on the East and West quarter line of said Section which is 584.00 ft. N. 89° 58' 24" W. (recorded West) of the East Quarter post of said Section, thence South (assumed bearing), parallel to the East line of said Section, 400.00 ft., thence N. 89° 58' 24" W., parallel to said East and West Quarter line, 744.68 ft. to the West line of the East Half of said Southeast Quarter, thence N. 00° 04' 36" E. (recorded N. 00° 03' E.), along said West line, 400.00 ft. to the Northwest corner of said East Half of the Southeast Quarter, thence S. 89° 58' 24" E., along said East and West Quarter line, 744.14 ft. to the point of beginning.
Containing 6.84 acres more or less.
TOGETHER WITH AND SUBJECT TO: A 66.00 ft. wide easement for ingress and egress which is described as; Beginning at a point on the East line of said Section 10 which is 367.00 ft. South of the East Quarter post of said Section, thence continuing South, along said East line and the centerline of Beebe Road, 66.00 ft., thence N. 89° 58' 24" W., parallel to the East and West Quarter line of said Section, 1328.72 ft. to the West line of the East Half of the Southeast Quarter of said Section, thence N. 00° 04' 36" E. (recorded N. 00° 03' E.), along said West line, 66.00 ft., thence S. 89° 58' 24" E., 1328.63 ft. to the point of beginning.

The official Milton Township Zoning Map, as incorporated in the Township Zoning Ordinance, is hereby amended to reflect the RR, Rural Residential Zoning District for the above described property.

SECTION II
SEVERABILITY

Should any provision or part of the within Ordinance be declared by any court of 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
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Resolution to Adopt 2019 Poverty Exemption Income Guidelines and Asset Test

2018-0_R

WHEREAS, the homestead of persons who, in the judgment of the supervisor and board of review, by reason of poverty, are unable to contribute to the public charges is eligible for exemption in whole or part from taxation under the General Property Tax Act; and

WHEREAS, the township board is required by Section 7u of the General Property Tax Act, Public Act 206 of 1893 (MCL 211.7u), to adopt guidelines for poverty exemptions;

NOW, THEREFORE, BE IT HEREBY RESOLVED, pursuant to MCL 211.7u, that Milton Township, Cass County, adopts the following guidelines for the supervisor and board of review to implement.

The guidelines shall include but not be limited to the specific income and asset levels of the claimant and all persons residing in the household, including any property tax credit returns, filed in the current or immediately preceding year.

To be eligible, a person shall do all the following on an annual basis:

- 1) Be an owner of and occupy as a homestead the property for which an exemption is requested.
- 2) File a Milton Township Poverty Exemption Application with the supervisor or board of review, accompanied by federal and state income tax returns for all persons residing in the homestead, including any property tax credit returns filed in the immediately preceding year or in the current year as well as any additional information as set forth in the Poverty Exemption Application. A Poverty Exemption Affidavit (4988) can be filed instead of the tax return if the person is not required to file a federal or state income tax return for the current or preceding year.
- 3) Produce a valid drivers' license or other form of identification if requested.
- 4) Produce a deed, land contract, or other evidence of ownership of the property for which an exemption is requested if requested.
- 5) Meet the federal poverty income guidelines as defined as and determined annually by the United States Office of Management and Budget.
- 6) Meet additional eligibility requirements as determined by the township board, including:
 1. The maximum value of assets eligible for the exemption is \$30,000.
 2. The following items do not count towards the maximum value of assets:
 - a. Principal primary residence
 - b. One motor vehicle for each licensed driver residing full time at the property in an amount not to exceed \$15,000 in value.
 3. The following items will count towards the maximum value of assets (this is not to be considered an exhaustive list):

- a. Additional land than the minimum "footprint" for the home or additional land than the minimum zoning requirement for the property, whichever is greater.
- b. A second home
- c. Vehicles
- d. Recreational vehicles
- e. Buildings other than the residence
- f. Jewelry
- g. Antiques
- h. Artworks
- i. Equipment
- j. Other personal property of value
- k. Bank accounts over \$2,500
- l. Stocks

The board of review shall follow the above guidelines in granting or denying an exemption, unless the board of review determines there are substantial and compelling reasons why there should be a deviation from the policy and federal guidelines and these are communicated in writing to the claimant.

BE IT ALSO RESOLVED that the board of review shall follow the above stated policy and federal guidelines in granting or denying an exemption, unless the board of review determines there are substantial and compelling reasons why there should be a deviation from the policy and federal guidelines and these are communicated in writing to the claimant.

The foregoing resolution offered by Board Member Robert Benjamin and supported by Board Member Kelly Sweeney.

Upon roll call vote, All Board Members Vote "Aye".

The Supervisor declared the resolution adopted.

Clerk

I, Steven W. Sante, the duly elected and acting Clerk of Milton Township, hereby certify that the foregoing resolution was adopted by the township board of said township at the regular meeting of said board held on January 16, 2018, at which meeting a quorum was present by a roll call vote of said members as hereinbefore set forth; that said resolution was ordered to take immediate effect.

Clerk

Date

2018 Milton Poverty Exemption Income Guidelines and Asset Test

To be eligible, a person shall do all of the following on an annual basis:

1. Be an owner of and occupy as a homestead the property for which an exemption is requested.
2. File a Milton Township Poverty Exemption Form with the supervisor or board of review using the Milton Township Poverty Exemption Application supplied by Milton Township, accompanied by federal and state income tax returns for all persons residing in the homestead, including property tax credit returns filed in the immediately preceding year or in the current year as well as any additional information as set forth in the Poverty Exemption Application. A Poverty Exemption Affidavit (4988) can be filed instead of the tax return if the person is not required to file a federal or state income tax return for the current or preceding year.
3. Produce a valid driver's license or other form of identification if requested.
4. Produce a deed, land contract, or other evidence of ownership of the property for which an exemption is requested if requested.
5. Meet the federal poverty income guidelines as defined as and determined annually by the United States Office of Management and Budget.

2019 Federal Poverty Guidelines

Persons in a family/household	Poverty Guidelines
1	\$12,140
2	\$16,460
3	\$20,780
4	\$25,100
5	\$29,420
6	\$33,740
7	\$38,060
8	\$42,380
For families/households with more than 8 persons, add \$4,320 for each additional person	

Meet additional eligibility requirements as determined by the township board, including:

1. The maximum value of assets eligible for the exemption is \$30,000.
2. The following items do not count towards the maximum value of assets:
 - a. Principal primary residence
 - b. One motor vehicle for each licensed driver residing full time at the property in an amount not to exceed \$15,000 in value.
3. The following items will count towards the maximum value of assets (this is not to be considered an exhaustive list):
 - a. Additional land than the minimum “footprint” for the home or additional land than the minimum zoning requirement for the property, whichever is greater.
 - b. A second home
 - c. Vehicles
 - d. Recreational vehicles
 - e. Buildings other than the residence
 - f. Jewelry
 - g. Antiques
 - h. Artworks
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 - j. Other personal property of value
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The board of review shall follow the above guidelines in granting or denying an exemption, unless the board of review determines there are substantial and compelling reasons why there should be a deviation from the policy and federal guidelines and these are communicated in writing to the claimant.



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Resolution 2019-0_R

Resolution to Allow Local Residents to Protest in Writing

In order to ease the burden on taxpayers, the assessor and the board of review and to ensure that all taxpayers have an equal opportunity to be heard by the board of review, the Township of Milton hereby resolves, according to provisions of MCL 211.30(7) of the General Property Tax Act, that the board of review shall receive letters of protest regarding assessments from resident taxpayers from the first Tuesday in March until it adjourns from the public hearings for which it meets to hear such protests.

All notices of assessment change and all advertisements of board of review meetings are to include a statement that the resident taxpayers may protest by letter to the board.

Motion by:

Second by:

Roll Call Vote: Ayes

Nays

Motion Carried: Yes

Certification

I hereby certify that the foregoing is a true and accurate copy of a resolution agreement adopted by Milton Township at a meeting held on January 16, 2018 at the Milton Township Hall and that notice of said meeting was made and given in accordance with the provisions of the Michigan Open Meetings Act.

Date

Steve Sante, Clerk



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MILTON TOWNSHIP

BUDGET VS. ACTUALS: FY_2018_2019 - FY19 P&L

April 2018 - March 2019

	TOTAL		
	ACTUAL	BUDGET	OVER BUDGET
Income			
A BEGINNING FUND BALANCE		553,198.69	-553,198.69
A TAXES			
403 REAL TAXES - CURRENT	50,972.05	133,912.25	-82,940.20
414 DELIQ. INTEREST / PENALTY	1,635.61		1,635.61
430 MILTON ALLOCATED TAXES	34,798.08		34,798.08
447 SUMMER TAX	4,107.50	4,800.00	-692.50
450 ADMIN FEE	15,447.12	55,000.00	-39,552.88
Total A TAXES	106,960.36	193,712.25	-86,751.89
B LICENSES & PERMITS			
472 COMCAST FRANCHISE	16,606.16	26,000.00	-9,393.84
477 BUILDING PERMITS	21,629.00	20,000.00	1,629.00
477.1 ELECTRICAL PERMITS	13,409.00	5,625.00	7,784.00
477.2 MECHANICAL PERMITS	9,504.00	5,500.00	4,004.00
477.3 PLUMBING PERMITS	3,372.81	3,200.00	172.81
Total B LICENSES & PERMITS	64,520.97	60,325.00	4,195.97
C STATE GRANTS			
574 STATE SHARED REVENUE	274,036.00	307,643.00	-33,607.00
575 METRO FUNDS	3,138.78	3,000.00	138.78
Total C STATE GRANTS	277,174.78	310,643.00	-33,468.22
D CHARGES FOR SERVICES			
626 CONDITIONAL USE APPLICATION	1,000.00	300.00	700.00
627 FOIA FEES	40.95	20.00	20.95
628 SITE PLAN REVIEW	7,060.00	500.00	6,560.00
628.1 PARCEL BOUNDARY ADJUSTMENT	1,500.00		1,500.00
628.3 REZONING REQUEST APPL.	4,350.00		4,350.00
628.4 LAND SPLIT / DIVISION FEE	1,750.00		1,750.00
629 ZBA HEARINGS		500.00	-500.00
629.1 PLANNING COMM SP HEARING	1,045.25		1,045.25
Total D CHARGES FOR SERVICES	16,746.20	1,320.00	15,426.20
E INTEREST AND RENTS			
665 INTEREST INCOME	1,933.75	600.00	1,333.75
667 RENTAL - SMITH CHAPEL	500.00	1,000.00	-500.00
669 Township Room Rentals	9,193.00	5,000.00	4,193.00
670 Table & Chair Rental	148.00	20.00	128.00
Total E INTEREST AND RENTS	11,774.75	6,620.00	5,154.75
F OTHER REVENUES			
673 SALE OF FIXED ASSETS	17,153.25		17,153.25
675 DONATIONS & GRANTS	2,477.00	15,000.00	-12,523.00
676 OTHER REVENUES	18,767.03	200.00	18,567.03
676.2 SMCAS ANNUAL CONTRACT		1,250.00	-1,250.00
678 REIMBURSEMENT - ELECTIONS	1,282.54	5,000.00	-3,717.46

	TOTAL		
	ACTUAL	BUDGET	OVER BUDGET
678.2 REIMB. FROM FIRE FUND	3,015.30		3,015.30
Total F OTHER REVENUES	42,695.12	21,450.00	21,245.12
Sales of Product Income	1,230.00		1,230.00
Total Income	\$521,102.18	\$1,147,268.94	\$ -626,166.76
GROSS PROFIT	\$521,102.18	\$1,147,268.94	\$ -626,166.76
Expenses			
A TOWNSHIP BOARD			
101-101-136.5 BUILDING NOTE PMT	128,344.28	128,344.28	0.00
101-101-702 Trustee Salary	4,477.86	5,500.00	-1,022.14
101-101-710 SALARY-AA	28,656.04	34,632.00	-5,975.96
101-101-710.1 SECRETARY WAGES	5,844.00	6,240.00	-396.00
101-101-710.2 ACCRUED WAGES	1,065.60	741.00	324.60
101-101-725.1 Amb. Board Meet	210.00	360.00	-150.00
101-101-725.2 NATS Meetings	180.00	360.00	-180.00
101-101-725.3 FOIA Expense	10.90	20.00	-9.10
101-101-725.4 FIRE BOARD MEETIN	240.00	720.00	-480.00
101-101-726 Office Expense	4,262.27	5,000.00	-737.73
101-101-728 Postage Expense	2,006.02	3,000.00	-993.98
101-101-731 Publications Exp.	1,680.86	2,000.00	-319.14
101-101-812 Consultant Board	300.00	300.00	0.00
101-101-813 MTA Dues	3,097.09	3,100.00	-2.91
101-101-813.1 NATS Membership	3,378.96	1,850.00	1,528.96
101-101-815 Computer & Software	7,328.79	7,200.00	128.79
101-101-850 Telephone	4,081.58	6,000.00	-1,918.42
101-101-850.1 Internet	3,546.92	3,620.00	-73.08
101-101-861.2 Commitee Mileage		100.00	-100.00
101-101-861.3 Admin/Sec.Mileage		100.00	-100.00
101-101-901 Legal Notices	864.58	800.00	64.58
101-101-970 Equipment/Furniture	623.03	500.00	123.03
Total A TOWNSHIP BOARD	200,198.78	210,487.28	-10,288.50
B SUPERVISOR			
101-171-702 (Salary)	13,387.97	15,750.00	-2,362.03
101-171-702.1 (Deputy Salary)		312.00	-312.00
Total B SUPERVISOR	13,387.97	16,062.00	-2,674.03
C ELECTIONS			
101-191-705 Wages Elect Inspec	3,894.15	4,200.00	-305.85
101-191-726 Election - Supplies	2,148.87	2,149.00	-0.13
101-191-901 Legal Notices	448.88	450.00	-1.12
101-191-931.1 Elect Mach Progm	2,300.00	2,450.00	-150.00
101-191-933 Elect Machine Maint	395.00	394.00	1.00
101-191-975 Elec Meal Reimb	345.56	400.00	-54.44
Total C ELECTIONS	9,532.46	10,043.00	-510.54
D CLERK			
101-215-702 Salary-Clerk	17,708.40	21,250.00	-3,541.60
101-215-702.1 Wages - Deputy	616.50	1,000.00	-383.50
101-215-802.1 (Clerk Training)		200.00	-200.00
101-215-815 Computer Software	1,690.60	1,300.00	390.60
101-215-902 Forms		250.00	-250.00

	TOTAL		
	ACTUAL	BUDGET	OVER BUDGET
Total D CLERK	20,015.50	24,000.00	-3,984.50
E EXTERNAL AUDITS			
101-202-802 Other Acct Fees	8,549.44	9,100.00	-550.56
101-202-802.1 Consulting Srvc	430.00	1,430.00	-1,000.00
Total E EXTERNAL AUDITS	8,979.44	10,530.00	-1,550.56
F BOARD OF REVIEW			
101-247-725 (Wages)	440.00	1,980.00	-1,540.00
101-247-731 (Publications)		100.00	-100.00
101-247-802.1 (BOR Training)		552.50	-552.50
101-247-861 (Mileage)		75.00	-75.00
101-247-864 (Meals)	141.31	150.00	-8.69
101-247-901 (Legal/Notices)		120.00	-120.00
Total F BOARD OF REVIEW	581.31	2,977.50	-2,396.19
G TREASURER			
101-253-702 (Salary)	16,666.60	20,000.00	-3,333.40
101-253-702.1 (Deputy Wages)	681.75	1,000.00	-318.25
101-253-734 (Service Fees)	32.20	50.00	-17.80
101-253-802.1 (Treasurer Train)		200.00	-200.00
101-253-815 (Computer)	134.63	200.00	-65.37
101-253-816 (Tax Roll Printing)	5,979.14	6,200.00	-220.86
101-253-861 (Mileage)		50.00	-50.00
101-253-970 (Equipment)		300.00	-300.00
66900 101-253-956 Recon Disrepancy	100.00	100.00	0.00
Total G TREASURER	23,594.32	28,100.00	-4,505.68
H ASSESSOR			
101-257-728 POSTAGE EXPENSE	1,018.60	2,200.00	-1,181.40
101-257-809 ASSESSOR TRAINING		500.00	-500.00
101-257-815 BSA SOFTWARE	1,180.00	700.00	480.00
101-257-815.1 ASSESSOR SOFTWARE	840.00	840.00	0.00
101-257-817 ASSESSOR WAGES	22,260.00	26,712.00	-4,452.00
Total H ASSESSOR	25,298.60	30,952.00	-5,653.40
I SMITH'S CHAPEL			
101-265-726 SC Supplies	8.56	100.00	-91.44
101-265-921.2 SC Electric	502.44	600.00	-97.56
101-265-923.2 SC Heat		600.00	-600.00
101-265-933 (SC-Maintenance)	841.45	842.00	-0.55
101-265-933.2 (SC-Equip Maint)		200.00	-200.00
101-265-933.3 Mow Srvc	450.00	1,000.00	-550.00
101-265-933.4 Snow Rem Srvc		600.00	-600.00
101-265-940 (SC-Rent Commission)	200.00	400.00	-200.00
Total I SMITH'S CHAPEL	2,002.45	4,342.00	-2,339.55
J TOWNSHIP HALL			
101-265-921.2 TH Electric	4,684.58	5,000.00	-315.42
101-265-923.1 TH Gas	588.14	1,100.00	-511.86
101-265-924 TH Security	17,537.06	1,450.00	16,087.06
101-265-931.3 Mow Srvc	3,597.00	4,800.00	-1,203.00
101-265-931.4 TH Cleaning	2.14	250.00	-247.86
101-265-931.5 Snow Srvc	1,913.39	3,000.00	-1,086.61

TOTAL			
	ACTUAL	BUDGET	OVER BUDGET
101-265-933 TH Equip. Maint.	912.93	800.00	112.93
101-265-933.2 TH Maintenance	6,167.24	5,350.00	817.24
101-265-934 Decorations		500.00	-500.00
Total J TOWNSHIP HALL	35,402.48	22,250.00	13,152.48
J.1 OLD TWSP HALL			
101-265-921 ELECTRIC	724.18	725.00	-0.82
101-265-923.2 HEAT	154.53	140.00	14.53
101-265-931.5 CLEANING		100.00	-100.00
101-265-933.3 MAINT.		500.00	-500.00
Total J.1 OLD TWSP HALL	878.71	1,465.00	-586.29
J.2 RENTAL EXP.			
101-265-710 Event Manager Pay	1,919.43	3,000.00	-1,080.57
101-265-710.1 SECURITY SERVICES	725.00	600.00	125.00
101-265-726 SUPPLIES	143.67	500.00	-356.33
101-265-970 EQUIPMENT		500.00	-500.00
101.265.970.1 RENTAL EQUIP		500.00	-500.00
Total J.2 RENTAL EXP.	2,788.10	5,100.00	-2,311.90
J.3 WEATHER SIRENS			
101-265-934 Siren Maint.	1,470.48	1,500.00	-29.52
101-265-970 SIREN EQUIP		200.00	-200.00
101-265-970.2 WEATHER SIREN ELE	480.88	650.00	-169.12
Total J.3 WEATHER SIRENS	1,951.36	2,350.00	-398.64
K ATTORNEY COSTS			
101-266-826 LEGAL	17,162.69	15,600.00	1,562.69
Total K ATTORNEY COSTS	17,162.69	15,600.00	1,562.69
L INSPECTORS			
101-371-702.3 MECHANICAL LABOR	7,265.60	7,500.00	-234.40
101-371-724 ELECTRICAL LABOR	12,332.00	12,590.00	-258.00
101-371-724.2 BUILDING WAGES	20,060.89	18,625.00	1,435.89
101-371-724.3 BUILD MAINT. WAGE	2,000.00	3,000.00	-1,000.00
101-371-724.4 PLUMBING LABOR	2,731.20	2,760.00	-28.80
101-371-726 INSPECTOR SUPPLIES		700.00	-700.00
101-371-802 CONFERENCES		300.00	-300.00
Total L INSPECTORS	44,389.69	45,475.00	-1,085.31
M ROADS			
101-446-969 ROADS	73,911.48	74,360.96	-449.48
101-446-969.2 STRIPING	1,860.10	3,300.00	-1,439.90
101-446-969.3 MUP CONST	2,697.60	22,000.00	-19,302.40
101-446-969.5 MUP DESIGN	13,465.24	38,900.00	-25,434.76
101-446-969.5 MUP INSPECTION	12,258.65	15,000.00	-2,741.35
101-446.969.1 SIGNS	5,465.00	6,400.00	-935.00
Total M ROADS	109,658.07	159,960.96	-50,302.89
N STREET LIGHTS			
101-448-820 STREET LIGHTS - ALL	7,272.77	9,600.00	-2,327.23
Total N STREET LIGHTS	7,272.77	9,600.00	-2,327.23
O Spring Cleaning			
101-528-943 TRASH CONTAINER	3,013.46	3,014.00	-0.54

	TOTAL		
	ACTUAL	BUDGET	OVER BUDGET
Total O Spring Cleaning	3,013.46	3,014.00	-0.54
P PLANNING COMMISSION			
101-410-725 (PC-Wages)	3,590.00	6,650.00	-3,060.00
101-410-726 (PC-supplies)		200.00	-200.00
101-410-802 (PC-Conferences)		600.00	-600.00
101-410-812 (PC-consultants)	4,280.50	4,280.50	0.00
101-410-826 (PC-Legal)	3,100.00	3,040.00	60.00
101-410-901 (PC-Legal/Notices)	287.40	400.00	-112.60
Total P PLANNING COMMISSION	11,257.90	15,170.50	-3,912.60
Payroll Expenses			
Taxes	20.08		20.08
Total Payroll Expenses	20.08		20.08
Q ZBA			
101-410-725.1 (ZBA WAGES)		400.00	-400.00
101-410-726.1 (ZBA SUPPLIES)		100.00	-100.00
101-410-826.1 (ZBA-LEGAL)		100.00	-100.00
101-410-861.1 (ZBA-MILEAGE)		100.00	-100.00
101-410-901.1 ZBA-LEGAL NOTICE		100.00	-100.00
Total Q ZBA		800.00	-800.00
R ZONING			
101-410-705.2 SALARIES	15,244.00	18,312.00	-3,068.00
101-410-802.3 ZA TRAINING		300.00	-300.00
101-410-826.2 LEGAL	100.86	3,126.00	-3,025.14
101-410-861.2 ZA - MILEAGE	274.08	275.00	-0.92
101-410-970 CELL PHONE REIMB.	300.00	600.00	-300.00
101-410-970.1 EQUIPMENT	5.34	200.00	-194.66
Total R ZONING	15,924.28	22,813.00	-6,888.72
R.1 CODE ENFORCEMENT			
101-410-971.2 CE LEGAL	2,726.00	2,726.00	0.00
Total R.1 CODE ENFORCEMENT	2,726.00	2,726.00	0.00
S PARK & RECREATION			
101-751-931 PARK -MAINTENANCE	331.07	500.00	-168.93
101-751-931.1 PORTA POTTY	1,365.00	1,365.00	0.00
101-751-931.2 PARK-IMPROVEMENT	2,477.00	30,000.00	-27,523.00
Total S PARK & RECREATION	4,173.07	31,865.00	-27,691.93
T OTHER			
101-850-822 FICA - MATCH	215.56	800.00	-584.44
101-850-822.1 PENSION - MATCH	20,117.08	18,100.00	2,017.08
101-850-822.2 MEDICARE - MATCH	2,891.17	2,800.00	91.17
101-850-822.3 PENSION - FEES	285.00	2,200.00	-1,915.00
101-850-860 PAYROLL EXPENSES	0.00	200.00	-200.00
101-850-860.2 EMPLOYEE MEDICAL	3,481.75	4,365.00	-883.25
101-850-910 INSURANCE	13,542.00	13,614.00	-72.00
101-850-921 SHERIFF'S PATROL	5,148.63	24,960.00	-19,811.37
101-850-921.1 SMCAS PROJECT		2,700.00	-2,700.00
101-850-921.3 INTERNET EXPANSION	75,000.00	75,000.00	0.00
Total T OTHER	120,681.19	144,739.00	-24,057.81

	TOTAL		
	ACTUAL	BUDGET	OVER BUDGET
Unapplied Cash Bill Payment Expense	-0.89		-0.89
Uncategorized Expense	5,065.36		5,065.36
Total Expenses	\$685,955.15	\$820,422.24	\$ -134,467.09
NET OPERATING INCOME	\$ -164,852.97	\$326,846.70	\$ -491,699.67
Other Expenses			
Reconciliation Discrepancies	1.37		1.37
Total Other Expenses	\$1.37	\$0.00	\$1.37
NET OTHER INCOME	\$ -1.37	\$0.00	\$ -1.37
NET INCOME	\$ -164,854.34	\$326,846.70	\$ -491,701.04

MILTON TOWNSHIP

TRANSACTION REPORT

January 9 - February 12, 2019

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT
001.3 GENERAL FND - 09095330					
Beginning Balance					
01/09/2019	Check	11717	Marana Group		-987.60
01/09/2019	Deposit		PERMIT FEE - INCOME:ELECTRICAL PERMIT FEE - HAMILTON		817.00
01/11/2019	Check	ACH	Midwest Energy & Communications		-421.62
01/11/2019	Check	ACH	Midwest Energy & Communications		-44.28
01/11/2019	Check	ACH	Indiana Michigan Power		-361.65
01/11/2019	Check	ACH	Midwest Energy & Communications		-49.81
01/11/2019	Deposit		STATE OF MICHIGAN		58,985.00
01/14/2019	Check	11722	Culligan Of Michiana	Voided	0.00
01/14/2019	Check	ACH	Comcast Business		-109.41
01/14/2019	Check	11724	Indiana Michigan Power		-170.52
01/14/2019	Check	11725	Office 360		-37.23
01/14/2019	Check	11726	Steve Sante		-9.50
01/14/2019	Check	11723	Cummins Sales & Service		-377.44
01/14/2019	Check	11721	Cass County Equalization Department		-31.00
01/14/2019	Deposit		Milton Township Treasurer		11,510.71
01/14/2019	Deposit				17,153.25
01/14/2019	Deposit		Wayne Hardin, Inspector		1,235.00
01/14/2019	Deposit		Burnham & Flower Agency, Inc.		148.32
01/14/2019	Deposit		Dobberteen Inspections		1,687.00
01/15/2019	Check	12011	JOHN HANCOCK, USA	Voided	0.00
01/15/2019	Check	ACH	Aspire Financial Services		-50.00
01/15/2019	Check	ACH	Aspire Financial Services		-50.00
01/18/2019	Deposit				295.00
01/18/2019	Expense		Burnham & Flower Agency, Inc.	Payroll Tax 10142930 MILTON TOWN Payroll Tax 10142930 MILTON TOWNSHIP 011819	-644.01
01/18/2019	Deposit				49,526.67
01/18/2019	Deposit				3.97
01/29/2019	Check	12008	Blue Cross Blue Shield of Michigan		-621.35
01/29/2019	Check	ACH	Midwest Energy & Communications		-49.43
01/29/2019	Check	ACH	First Bankcard		-275.00
01/29/2019	Check	12009	Cass County Sheriff's Office		-1,690.00
01/29/2019	Check	12010	Comcast Business		-398.11
01/29/2019	Check	12012	Leader Publications		-90.00

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT
01/29/2019	Check	12013	Kerry Collins		-240.00
02/12/2019	Check	12022	Southwest Michigan Planning Commission		-1,578.96
02/12/2019	Check	12020	Johnny M. Hamilton		-362.40
02/12/2019	Check	12021	Runkle Electric		-150.00
02/12/2019	Check	12018	Wightman		-2,183.65
02/12/2019	Check	12024	Bauckham Sparks Thall Seeber & Kaufman		-1,700.00
02/12/2019	Check	12023	BS&A Software		-1,180.00
Total for 001.3 GENERAL FND - 09095330					\$127,498.95
TOTAL					\$127,498.95



Milton Township

General Fund Balance

Treasurer Flowers

01/31/19

FIFTH THIRD		
Checking		\$226,127.03
UFCU		\$102,028.30
		\$107,497.32
CHEMICAL BANK:		
CD		\$39,121.80
CD		\$159,293.54
Escrow Funds		\$4,808.49
Transit Account for Credit Cards		\$1.41
Petty Cash		\$97.52
Treasurers Cash Box		\$150.00
Admin Assistant Cash Box		\$200.00
Insurance Escrow	41.27	\$0.00
Ambulance Account	83.6	
Fire Account	21.81	
Building Loan Balance 2019 pmt made	\$1,062,963.06	
ENDING BALANCE	TOTAL	\$639,325.41



**Niles Charter Township Fire Department
Monthly Report to Milton Twp. Board - 2019**

Type of Incidents	Niles Twp.		Milton Twp	
	January	YTD Total	January how many of these calls were for Milton Twp.	YTD calls Milton Twp.
Accident	7	7	3	3
Alarm / False Call	6	6		0
Burn Complaint		0		0
Carbon Monoxide Alarm	2	2	1	1
Commercial		0		0
Controlled Burn		0		0
Grass / Brush		0		0
Hazardous Condition	3	3		0
Medical Assist	1	1		0
Residential	3	3		0
Rescue / Extrication	2	2		0
Service Call	2	2		0
Shed / Garage / Barn	1	1	1	1
Smoke/Odor Investigation	2	2	1	1
Trash / Rubbish		0		0
Vehicle	1	1		0
Wash Down		0		0
Total Monthly Incidents	30	30	6	6
Non Dispatched Calls Handled by Career Staff Only (count included In Total Monthly Incidents)	1	1		
Total Firefighters responding to all Incidents	213	213		
Average firefighters per run	7.1	7.1		
Total Firefighters That Reponded To Dispatched Calls	210	210		
Average Firefighters That Responded To Dispatched Calls	7.2	7.2		
Burning Permits Sta. #1	18	18		
Burning Permits Sta. #2	23	23		

Mutual Aid Given to:	January	Year Total
Bertrand Twp		0
Buchanan City		0
Buchanan Twp		0
Clay Twp		0
Howard Twp	1	1
Niles City	1	1
Other		0
Total	2	2
Mutal Aid Reveived From:		
Bertrand Twp		0
Buchanan City		0
Buchanan Twp		0
Clay Twp		0
Howard Twp		0
Niles City	4	4
Other	1	1
Total	5	5
Monthly Trainings	1	1
Volunteer Perf. Stand.	1	1
Engineer Perf. Stand.	0	0
Career Shift Trainings	0	0
Career Perf. Stand.	0	0
Station Tours/Public Ed & Community Activities	0	0
Chief Gary Brovold	1/31/19	

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