

Milan Township

16444 Cone Road

Milan, MI. 48160

734-439-1707

Agenda

Milan Township Board regular meeting dated April 11, 2019

1. Meeting called to order and Pledge recited. *7:02pm Charlene Dickerson mins. on website*
2. Public Comment: 2 mins. per person *Jim Jordine - Dundee to get support for merger there*
3. Approval of Agenda/additions or changes *B-M P-S C P-M B-S C P-M B-S C*
4. Minutes; Disbursements; Fund Balances; Building Report; Assessors *B-M*
Report; Milan Fire Dept. Report *Jordan Temp Fire Bd purchase Report B-S* *near CVS*
5. Unfinished Business: *B-M*
Cemetery Ordinance *O-S 7C*
6. New Business:
 - Monroe Co. Road Commission 2019 Road Improvement Contract *B-M 7C*
B-S
 - MTA Non-Partisan Ballot Issue *P-M*
 - Change in Township Publications *Phil give try to compare next 3 inserts to house Publcs*
Henry notices - Bath
FB - list on P-M
there B-S 7C
7. Issues from Board Members or Officials.
 - Supervisor:
 - Clerk:

News letter - in Top Bills
Balk Rate

For Payroll ID: 192 Check Date: 04/11/2019 Pay Period End Date: 03/31/2019

Check Date	Bank	Check Number	Check Name	Check Gross	Physical Check Amount	Direct Deposit	Status
04/11/2019	GEN	87296	COLLINS, BARBARA J.	1,156.27	912.96	0.00	Open
04/11/2019	GEN	87297	DEVOOGHT, REBECCA	85.40	78.86	0.00	Open
04/11/2019	GEN	87298	DOPKOWSKI, ROBERT D	309.38	274.35	0.00	Open
04/11/2019	GEN	87299	DROUILLARD, TERESA	550.60	470.58	0.00	Open
04/11/2019	GEN	87300	EARLY, JAMES L	1,115.83	910.37	0.00	Open
04/11/2019	GEN	87301	FRIEND, DAVID	278.45	220.32	0.00	Open
04/11/2019	GEN	87302	HEATH, KEVIN	526.24	465.54	0.00	Open
04/11/2019	GEN	87303	HEATH, PHILIP	1,224.14	1,117.91	0.00	Open
04/11/2019	GEN	87304	LIEB, KAREN JO	1,752.08	1,366.72	0.00	Open
04/11/2019	GEN	87305	LINDEMANN, BLAINE P	210.00	193.93	0.00	Open
04/11/2019	GEN	87306	MANCIK, OLGA L	208.98	184.11	0.00	Open
04/11/2019	GEN	87307	MILLS, SAMUAL A	135.00	124.67	0.00	Open
04/11/2019	GEN	87308	PORTER, PATRICK T	85.40	78.86	0.00	Open
04/11/2019	GEN	87309	SCHAUER, JOHN	94.76	83.47	0.00	Open
04/11/2019	GEN	87310	TUBBS, DAVID M	1,232.40	999.13	0.00	Open
04/11/2019	GEN	87311	WALLINE, MATT P	85.40	75.23	0.00	Open
04/11/2019	GEN	87312	ZORNOW, RICHARD	210.00	185.00	0.00	Open

Totals: Number of Checks: 017

9,260.33 7,742.01

0.00

Total Physical Checks: 17
 Total Check Stubs:

CHECK DISBURSEMENT REPORT FOR MILAN TOWNSHIP
 CHECK DATE FROM 03/01/2019 - 03/31/2019
 Banks: FIRE, GEN, ROADS

Check Date	Bank	Check #	Payee	Description	GL #	Amount
03/12/2019	GEN	87266	DIGITAL PERSPECTIVE	COMMUNICATIONS	101-265-850.000	250.00
03/12/2019	GEN	87267	DTE Energy	STREETLIGHT EXPENSES	219-219-974.000	465.53
03/12/2019	GEN	87268	KENT COMMUNICATIONS	PROFESSIONAL SERVICES	101-257-801.000	466.12
03/12/2019	GEN	87269	Michigan Township Association	SUPPLIES	101-257-726.000	34.50
03/12/2019	GEN	87270	MONROE BANK & TRUST	MISC. EXPENSES	101-101-955.000	30.00
03/12/2019	GEN	87271	Monroe Publishing	PRINTING AND PUBLISHING	101-101-900.000	846.21
		87271		PRINTING AND PUBLISHING	101-247-900.000	468.90
		87271		PRINTING AND PUBLISHING	101-721-900.000	93.78
						<u>1,408.89</u>
03/12/2019	GEN	87272	VERIZON WIRELESS	COMMUNICATIONS	101-265-850.000	158.32
03/19/2019	GEN	87285	Best Image Printing	PRINTING AND PUBLISHING	101-722-900.000	282.57
03/19/2019	GEN	87286	KAREN LIEB	EDUCATION	101-257-803.000	113.00
03/19/2019	GEN	87287	KEVIN HEATH	EDUCATION	101-101-803.000	446.00
		87287		EDUCATION	101-215-803.000	446.00
						<u>892.00</u>
03/19/2019	GEN	87288	Lennard, Graham, & Goldsmith	LEGAL FEES	101-266-805.000	75.00
03/26/2019	GEN	87289	MI DEPT. OF TREASURY	DUE TO STATE OF MICHIGAN	701-000-228.000	253.83
03/26/2019	GEN	87290	OFFICE DEPOT	SUPPLIES	101-215-726.000	9.95
		87290		SUPPLIES	101-253-726.000	80.00
		87290		SUPPLIES	101-257-726.000	140.00
						<u>229.95</u>
03/26/2019	GEN	87291	VERIZON WIRELESS	COMMUNICATIONS	101-265-850.000	40.83
						<u>4,700.54</u>
--- GL TOTALS ---						
			EDUCATION			446.00
			PRINTING AND PUBLISHING			846.21
			MISC. EXPENSES			30.00
			SUPPLIES			9.95
			EDUCATION			446.00

TOTAL
 DISBURSEMENTS
 For MARCH \$13,968.87

March 2019 Building Dept Report

During March 6 permits were issued totaling \$ 786.75.

David Friend made 2 inspections and worked 6 hrs at the hall.

Dave Subbs made 24 electrical inspections over a number of months.

Expenses for March totaled \$ 1,510.85.

MILAN TOWNSHIP
BARBARA COLLINS - CLERK
BUILDING DEPT. REPORT

Date: April 11, 2019

INSPECTORS NAME	HOURS AT HALL	INSPECTIONS
DAVE FRIEND (BLD)	6	2
PERMITS	6	
PLAN REVIEW		
SITE PLANS (HOUSE)		
SITE PLANS (POLE BARNS 1 & COMM.)		
SPECIAL INSPECTIONS		
ADDRESS ASSIGNED		
LAND SPLIT		
JEFF FELDKAMP (MECHINICAL)		0
DAVE TUBBS (ELECTRICAL)		24
WILLIE HIGGS (PLUMBING)		0

COST TO TOWNSHIP

DAVE FRIEND	\$278.45
JEFF FELDKAMP	
DAVE TUBBS	\$1232.40
WILLIE HIGGS	
TOTAL	\$1,510.85

RESPECTFULLY SUBMITTED BY: Barbara Collins - Clerk

MILAN TWP BUILDING DEPT. REPORT MASTER

March, 2019				
DATE	PERMIT #	NAME	AMT.	CHECK #
3/1/2019	1853-M	American Heating, Cooling & Refrig. Inc. Richard Early 19465 Hickory Rd., Milan Gas Line to Generator	² 65.00	3/15/2065
3/5/2019	1854-E	Electrical Services Plus Inc. Richard Early 19465 Hickory Rd., Milan Back-up Generator	65.00	6/22/1920
3/5/2019	1855-E	Electrical Services Plus Inc. Tom Marks 9977 Dundee-Azalia Rd., Milan Back-up Generator	65.00	7460
3/19/2019	1856-B	Patrick Funk Builders Sanford 19505 Redman Rd., Milan 24' x 40' Barn	231	11539
3/28/2019	1857-M	J & K Heating & Cooling, Inc. Rains 9728 Dundee-Azalia Rd., Milan Furnace Replacement	65.00	6442
3/25/2019	1858-B	Hansons, LLC Bassett 9209 Platt Rd. Re-roof House & Garage	295.75	36322
Total All Permits			\$786.75	

MILAN TOWNSHIP

BUILDING INSPECTOR TIMESHEET

INSPECTOR NAME D. FRANK

MONTH/YEAR MARCH 2019 PERMITS ISSUED 6

HOURS AT HALL 6 PLAN REVIEW 1 SITE PLANS (HOUSE) 1 SITE PLANS (OTHER) 1

SPECIAL INSPECTIONS 0 REGULAR INSPECTIONS 2 ADDRESS ASSIGNED 2

90
100
60
25
335.00

Blm
19505 Removal

ADDRESS	PERMIT	DATE	RESULTS	TYPE OF INSPECTION
18022 Myvanna	1855	3-29-	APP NOT APP.	ROUGH FINAL
19508 Removal	1856	3-20	APP NOT APP.	ROUGH FINAL
			APP. NOT APP.	ROUGH FINAL
			APP. NOT APP.	ROUGH FINAL
			APP. NOT APP.	ROUGH FINAL
			APP. NOT APP.	ROUGH FINAL
			APP. NOT APP.	ROUGH FINAL
			APP. NOT APP.	ROUGH FINAL
			APP. NOT APP.	ROUGH FINAL
			APP. NOT APP.	ROUGH FINAL

Signature indicates you performed the above inspections.

[Handwritten Signature]

INSPECTOR

CLERK SIGNATURE

ALL TIMESHEETS MUST BE TURNED IN THE LAST FRIDAY OF THE MONTH.

BUILDING PERMIT

THIS PERMIT MUST BE POSTED ON THE PREMISES. ANY PERSON WILLFULLY DESTROYING THIS PERMIT BEFORE COMPLETION OF BUILDING WILL BE PROSECUTED TO THE FULL EXTENT OF THE LAW.

DO NOT OCCUPY THIS BUILDING BEFORE OBTAINING CERTIFICATE OF OCCUPANCY

DATE: 3-1-2019

THIS PERMIT HAS BEEN ISSUED FOR THE ERECTION OF:

GAS LINE TO GENERATOR

160341

LOCATION: 19465 HICKORY

FEE: 65.00

OWNER: EARLY

CONTRACTOR: AMERICAN
[Signature]

BUILDING INSPECTOR

PLUMBING INSPECTION APPROVAL		ELECTRICAL INSPECTION APPROVAL		MECHANICAL INSPECTION APPROVAL		BUILDING INSPECTION APPROVAL	
Date	Inspector	Date	Inspector	Date	Inspector	Date	Inspector
Sewer	_____	Temp. Service	_____	Rough	_____	Foundation	_____
Rough	_____	Rough	_____		_____	Concrete Slab	_____
Final	_____	Final	_____	Final	_____	Frame	_____
						Insulation	_____
						Lath or Gypsum Board	_____
						Final	_____

OCCUPANCY PERMIT _____
Date

BUILDING OFFICIAL _____

BUILDING PERMIT

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DATE: 3-5-19

THIS PERMIT HAS BEEN ISSUED FOR THE ERECTION OF:

BACK UP GENERATOR

✓ 7479

LOCATION: 19465 HICKORY

FEE: 65.00

OWNER: PEARLY

CONTRACTOR: ELRC, SRVC
[Signature]

BUILDING INSPECTOR

PLUMBING INSPECTION APPROVAL			ELECTRICAL INSPECTION APPROVAL			MECHANICAL INSPECTION APPROVAL			BUILDING INSPECTION APPROVAL		
	Date	Inspector		Date	Inspector		Date	Inspector		Date	Inspector
Sewer	_____	_____	Temp Service	_____	_____	Rough	_____	_____	Foundation	_____	_____
Rough	_____	_____	Rough	_____	_____	Final	_____	_____	Concrete Slab	_____	_____
Final	_____	_____	Final	_____	_____				Frame	_____	_____
									Insulation	_____	_____
									Lath or Gypsum Board	_____	_____
									Final	_____	_____

OCCUPANCY PERMIT _____ BUILDING OFFICIAL _____
Date _____

BUILDING PERMIT

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DATE: 3-5-2019

THIS PERMIT HAS BEEN ISSUED FOR THE ERECTION OF:

BACK UP GENERATOR

✓ 7460

LOCATION: 9977 DUNDEE AZALIA

FEE: 65.00

OWNER: TOM MARKS

CONTRACTOR: ELECT, SERVICE PLUS

[Signature]

BUILDING INSPECTOR

PLUMBING INSPECTION APPROVAL			ELECTRICAL INSPECTION APPROVAL			MECHANICAL INSPECTION APPROVAL			BUILDING INSPECTION APPROVAL		
Date	Inspector		Date	Inspector		Date	Inspector		Date	Inspector	
Sewer	<u>[Signature]</u>		Temp Service			Rough	<u>[Signature]</u>		Foundation		
Rough			Rough			Final			Concrete Slab		
Final			Final						Frame		
									Insulation		
									Lath or Gypsum Board		
									Final		

OCCUPANCY PERMIT _____ BUILDING OFFICIAL _____
 Date _____

\$40,000

001856 B

Milan Township

BUILDING PERMIT

THIS PERMIT MUST BE POSTED ON THE PREMISES. ANY PERSON WILLFULLY DESTROYING THIS PERMIT BEFORE COMPLETION OF BUILDING WILL BE PROSECUTED TO THE FULL EXTENT OF THE LAW.

DO NOT OCCUPY THIS BUILDING BEFORE OBTAINING CERTIFICATE OF OCCUPANCY

DATE: 3-19-19

THIS PERMIT HAS BEEN ISSUED FOR THE ERECTION OF:

24' x 40' BARN

40,000

V11539

LOCATION: 19505 REDMAN

FEE: 231.00

OWNER: SANFORD

CONTRACTOR: FUNK

[Signature]

BUILDING INSPECTOR

PLUMBING INSPECTION APPROVAL			ELECTRICAL INSPECTION APPROVAL			MECHANICAL INSPECTION APPROVAL			BUILDING INSPECTION APPROVAL		
Date	Inspector		Date	Inspector		Date	Inspector		Date	Inspector	
Sewer	_____	_____	Temp Service	_____	_____	Rough	_____	_____	Foundation	_____	_____
Rough	_____	_____	Rough	_____	_____	Final	_____	_____	Concrete Slab	_____	_____
Final	_____	_____	Final	_____	_____				Frame	_____	_____
									Insulation	_____	_____
									Lath or Gypsum Board	_____	_____
									Final	_____	_____

OCCUPANCY PERMIT _____
Date

BUILDING OFFICIAL _____

BUILDING PERMIT

THIS PERMIT MUST BE POSTED ON THE PREMISES. ANY PERSON WILLFULLY DESTROYING THIS PERMIT BEFORE COMPLETION OF BUILDING WILL BE PROSECUTED TO THE FULL EXTENT OF THE LAW.

DO NOT OCCUPY THIS BUILDING BEFORE OBTAINING CERTIFICATE OF OCCUPANCY

DATE: 3-28-19

THIS PERMIT HAS BEEN ISSUED FOR THE ERECTION OF:

FURNACE REPLACEMENT

✓ 6442

LOCATION: 9728 DUMPER AZALIA

FEE: 65,00

OWNER: *RAINS*

CONTRACTOR: *JIK*

[Signature]

BUILDING INSPECTOR

PLUMBING INSPECTION APPROVAL			ELECTRICAL INSPECTION APPROVAL			MECHANICAL INSPECTION APPROVAL			BUILDING INSPECTION APPROVAL		
	Date	Inspector		Date	Inspector		Date	Inspector		Date	Inspector
Sewer	_____	_____	Temp Service	_____	_____	Rough	_____	_____	Foundation	_____	_____
Rough	_____	_____	Rough	_____	_____		_____	_____	Concrete Slab	_____	_____
Final	_____	_____	Final	_____	_____	Final	_____	_____	Frame	_____	_____
	_____	_____		_____	_____		_____	_____	Insulation	_____	_____
	_____	_____		_____	_____		_____	_____	Lath or Gypsum Board	_____	_____
	_____	_____		_____	_____		_____	_____	Final	_____	_____

OCCUPANCY PERMIT _____
Date

BUILDING OFFICIAL _____

BUILDING PERMIT

THIS PERMIT MUST BE POSTED ON THE PREMISES. ANY PERSON WILLFULLY DESTROYING THIS PERMIT BEFORE COMPLETION OF BUILDING WILL BE PROSECUTED TO THE FULL EXTENT OF THE LAW.

DO NOT OCCUPY THIS BUILDING BEFORE OBTAINING CERTIFICATE OF OCCUPANCY

DATE: 3-25-19

THIS PERMIT HAS BEEN ISSUED FOR THE ERECTION OF:

(38,000 VALUE)

RE ROOF HOUSE AND GARAGE

✓ 36322

LOCATION: 9209 PLATT

FEE: 295.75

OWNER: BASSETT

CONTRACTOR: HANSON

[Signature]

BUILDING INSPECTOR

PLUMBING INSPECTION APPROVAL			ELECTRICAL INSPECTION APPROVAL			MECHANICAL INSPECTION APPROVAL			BUILDING INSPECTION APPROVAL		
	Date	Inspector		Date	Inspector		Date	Inspector		Date	Inspector
Sewer	_____	_____	Temp Service	_____	_____	Rough	_____	_____	Foundation	_____	_____
Rough	_____	_____	Rough	_____	_____	Final	_____	_____	Concrete Slab	_____	_____
Final	_____	_____	Final	_____	_____	Final	_____	_____	Frame	_____	_____
									Insulation	_____	_____
									Lath or Gypsum Board	_____	_____
									Final	_____	_____

OCCUPANCY PERMIT _____ BUILDING OFFICIAL _____
 Date _____

ASSESSOR REPORT
April 11, 2019

FIELD WORK:

Will start fieldwork in May. First will visit sales for sales verification for the study period October 1, 2018 through March 31, 2019.

OTHER WORK:

Filed form L4022 AV with the State Tax Commission on March 25, 2019.

March Board of Review Decision notices were mailed out to Petitioners on Monday March 25, 2019

The March Board of Review 2019 meeting minutes and submitted to the Supervisor for signature and the Clerk for filing.

Next step: Await approval of County Equalization from the Monroe County Commissioners and thereafter the State of Michigan.

Attended Michigan Township Association's Class "How to Assess Agricultural Properties" in Grand Rapids for six (6) Assessor Continuing Education credit hours.

Important: I'm in the process of preparing a Notice of Omitted Property (L4154 Petition) to the Michigan Department of Treasury for the new Nexus Gas Transmission Pipelines laid in the Township as the Personal Property Statement was filed late due a problem with notice of certified mail.

LOOKING AHEAD:

Attend Monroe County Assessor meeting April 25, 2019.

Schedule fieldwork and mail out notices to residents for parcels to be visited.

Rollover to 2020 database and export 2019 values to the Treasurer for balancing and creation of the 2019 Tax Roll.

Respectfully submitted,

Karen Jo Lieb, Assessor

*Schools 18 mil 400,000
Twp 1% 19,000
23,906,000
1,307,484
Total value in
over Twp.
Ripe June*

MONROE COUNTY ROAD COMMISSION
2019 TOWNSHIP ROAD IMPROVEMENT CONTRACT

Township: **Milan**
 Project #: **504 011 195011**

The Board of County Road Commissioners of Monroe County (MCRC) and the Township, in accordance with Public Act 51 of 1951, as amended, agree that the MCRC shall perform the work described hereinafter. The Township agrees to pay its allocated portion of the actual cost of the work. The MCRC shall determine when the work shall be scheduled and the manner of performance.

Road Name: Various
 Location: to
 Length: _____ Miles Road Class: Local
 Description of Work: One application 38% calcium chloride
solid down the middle of road
Estimated 45,000 gallons

Work Type	Work Provider	Probable Cost	Funding Source			
			Township	MCRC	Other	Comment
Dust Control	Contractor	32,000	32,000			
Total Probable Cost		\$ 32,000	\$ 32,000	\$ -	\$ -	

The Total Probable Cost along with the Township allocated portion of the Total Probable Cost is set forth above. Without requiring further action from either party, this contract will automatically be adjusted to reflect the actual contractor bid amount and the Township's actual allocated portion thereof (which it is agreed and understood shall not exceed 110% of the Township's allocated portion of the Total Probable Cost). A contingency amount of an additional 10% of the actual contract amount is provided for unforeseen or variable project costs. If MCRC determines that the actual contract cost will exceed the contract bid amount, MCRC will advise the Township representative as soon as practical. An increase in project costs exceeding 110% of the Township's allocated portion of the actual contract bid amount shall require prior Township approval using the Road Improvement Contract Change Form.

The Township will receive monthly progress billings payable to the MCRC within thirty (30) days.

Approved by the Township Board on the 11th day of April, 2019.
Heath 4-11-19 Barbara J. Collins 4/11/19
 Supervisor Date Clerk Date

Approved by the Board of County Road Commissioners on the 22nd day of April, 2019.
[Signature]
 Commissioner