

For Payroll ID: 225 Check Date: 03/11/2021 Pay Period End Date: 02/28/2021

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status
03/11/2021	GEN	87966	COLLINS, BARBARA J.	1,182.32	932.77	0.00	Processing
03/11/2021	GEN	87967	DOPKOWSKI, ROBERT D	215.25	189.63	0.00	Processing
03/11/2021	GEN	87968	FRIEND, DAVID	277.70	219.65	0.00	Processing
03/11/2021	GEN	87969	GOTTS, JOEL P	1,223.49	1,076.40	0.00	Processing
03/11/2021	GEN	87970	HEATH, KEVIN	697.58	614.64	0.00	Processing
03/11/2021	GEN	87971	HEATH, PHILIP	1,189.14	1,082.34	0.00	Processing
03/11/2021	GEN	87972	HUMES, RENEE' L.	187.00	164.74	0.00	Processing
03/11/2021	GEN	87973	LAWSON, CORY ANNE	120.00	105.72	0.00	Processing
03/11/2021	GEN	87974	LIEB, KAREN JO	1,925.00	1,505.10	0.00	Processing
03/11/2021	GEN	87975	LINDEMANN, BLAINE P	195.00	180.08	0.00	Processing
03/11/2021	GEN	87976	MANCIK, OLGA L	215.25	189.63	0.00	Processing
03/11/2021	GEN	87977	MILLS, SAMUAL A	195.00	180.08	0.00	Processing
03/11/2021	GEN	87978	ZORNOW, RICHARD	180.00	158.58	0.00	Processing

Totals:

Number of Checks: 013

7,802.73

6,599.36

0.00

Total Physical Checks:

13

Total Check Stubs:

Handwritten:
 + 4,445.25

 Total Disbursements - \$12,247.98

CHECK DISBURSEMENT REPORT FOR MILAN TOWNSHIP
 CHECK DATE FROM 02/01/2021 - 02/28/2021
 Banks: FIRE, GEN, ROADS

Check Date	Bank	Check #	Payee	Description	GL #	Amount
02/02/2021	GEN	87938	KENT COMMUNICATIONS	SUPPLIES	101-257-726.000	357.80
02/09/2021	GEN	87939	DTE ENERGY	STREETLIGHT EXPENSES	219-219-974.000	748.70
02/09/2021	GEN	87940	Lennard, Graham, & Goldsmith	PROFESSIONAL SERVICES	101-257-801.000	285.00
02/09/2021	GEN	87941	MONROE COUNTY PLANNING	PROFESSIONAL SERVICES	101-257-801.000	1,669.87
02/09/2021	GEN	87942	THE INDEPENDENT NEWSPAPERS	PRINTING AND PUBLISHING	101-101-900.000	40.00
02/09/2021	GEN	87943	VERIZON WIRELESS	COMMUNICATIONS	101-265-850.000	42.45
02/16/2021	GEN	87954	MI DEPT. OF TREASURY	DUE TO STATE OF MICHIGAN	701-000-228.000	281.81
02/16/2021	GEN	87955	MICHIGAN ALARM LLC	PROFESSIONAL SERVICES	101-265-801.000	125.97
02/16/2021	GEN	87956	Michigan Township Association	EDUCATION	101-253-803.000	99.00
02/16/2021	GEN	87957	MONROE BANK & TRUST	SUPPLIES	101-215-726.000	88.76
		87957		SUPPLIES	101-253-726.000	28.57
		87957		SUPPLIES	101-257-726.000	28.57
						<u>145.90</u>
02/16/2021	GEN	87958	River Raisin Watershed	WATERSHED COUNCIL	101-281-808.000	155.00
02/16/2021	GEN	87959	VERIZON WIRELESS	COMMUNICATIONS	101-265-850.000	170.80
02/25/2021	GEN	87960	DIGITAL PERSPECTIVE	COMMUNICATIONS	101-265-850.000	280.50
02/25/2021	GEN	87961	VERIZON WIRELESS	COMMUNICATIONS	101-265-850.000	42.45
			TOTAL - ALL FUNDS	TOTAL OF 14 CHECKS		4,445.25
--- GL TOTALS ---						
			PRINTING AND PUBLISHING			40.00
			SUPPLIES			88.76
			SUPPLIES			28.57
			EDUCATION			99.00
			SUPPLIES			386.37
			PROFESSIONAL SERVICES			1,954.87
			PROFESSIONAL SERVICES			125.97
			COMMUNICATIONS			536.20
			WATERSHED COUNCIL			155.00
			STREETLIGHT EXPENSES			748.70
			DUE TO STATE OF MICHIGAN			281.81
			TOTAL			4,445.25

ASSESSOR REPORT
March 11, 2021

FIELD WORK/PARCELS VISITED:

Fieldwork will resume in April 2021. Will begin analyzing residential sales for the 2022 assessment roll.

OTHER WORK:

Processed Personal Property statements and exemption requests for 2021. Processed three Eligible Manufacturing Personal Property Exemptions (EMPP).

Assessment Change Notices uploaded to KCI for mailing February 19th.

Finalized valuation data and maps for 2021 values.

2021 Assessment Roll: Finalized and froze Assessor values and turned roll over to the Board of Review at the Organizational Meeting on March 2nd, 2021.

Balanced with the Treasurer for final settlement and signed the warrant.

Assisted with March Board of Review appeals which concluded March 11th. Processed two Disabled Veteran exemptions, one Small Business Tax exemption and 1 valuation appeal.

Updated Poverty Exemption Hardship Application and guidelines after Board amendment to resolution in February.

Reviewed Land Division application for Dennison.

Attended (via zoom) the MTA Advanced Board of Review Training class on February 26th to receive 4 hours CED.

Completed the MAFD: FY 2022 Participation Percentages report for Milan Township and emailed to MAFD.

Created a Personal Property Canvas Policy for adoption by the Board (AMAR requirement).

LOOKING AHEAD:

File the final assessment roll and other required reports with Monroe County Equalization and State Tax Commission.

I will not be in the office on Monday April 5th. I will post a notice on the door. Will return on Monday, April 12th at regularly scheduled office hours 1-4pm.

Respectfully submitted,
Karen Jo Lieb, Assessor

February 2021 Bldg Dept Report

During February 1 permit was issued for \$100.

David Freund worked 11 hrs at the Hall, issued 1 permit and made 1 inspection.

There were no plumbing, electrical or mechanical inspections.

Expenses for February was \$277.70.

MILAN TOWNSHIP

BARBARA COLLINS - CLERK
BUILDING DEPT. REPORT

Date: 2/28/2021

INSPECTORS NAME	HOURS AT HALL	INSPECTIONS
DAVE FRIEND (BLD)	<u>11</u>	<u>1</u>
PERMITS <u>1</u>		
PLAN REVIEW _____		
SITE PLANS (HOUSE) _____		
SITE PLANS (POLE BARN & COMM.) _____		
SPECIAL INSPECTIONS _____		
ADDRESS ASSIGNED _____		
LAND SPLIT <u>1</u>		
JEFF FELDKAMP (MECHINICAL)		<u>0</u>
DAVE TUBBS (ELECTRICAL)		<u>0</u>
WILLIE HIGGGS (PLUMBING)		<u>0</u>

COST TO TOWNSHIP

DAVE FRIEND	<u>\$277.70</u>
JEFF FELDKAMP	<u>0</u>
DAVE TUBBS	<u>0</u>
WILLIE HIGGGS	<u> </u>
TOTAL	<u>\$277.70</u>

RESPECTFULLY SUBMITTED BY: Barbara Collins - Clerk

MILAN TOWNSHIP

BUILDING INSPECTOR TIMESHEET

INSPECTOR NAME D. FRANK

MONTH/YEAR 2-2021

PERMITS ISSUED 1

HOURS AT HALL 12 PLAN REVIEW _____

SITE PLANS (HOUSE) _____

SITE PLANS (OTHER) _____

SPECIAL INSPECTIONS _____

REGULAR INSPECTIONS 1 ADDRESS ASSIGNED _____

1 SPLIT

ADDRESS

PERMIT

DATE

RESULTS

TYPE OF INSPECTION

19310 MIL 1949 2-22-2021

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.

Klarf

CLERK SIGNATURE

INSPECTOR

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

MILAN TWP BUILDING DEPT. REPORT MASTER

Jan., 2021

DATE

PERMIT #

NAME

AMT.

CHECK #

2/25/2021

1962B

8919 S. Platt Rd, Milan (Martin)

Basement Water Proofing

Foundation Systems of MI.

100.00

2461

Total All Permits for February, 2021

100.00

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: 2-25-2024

THIS PERMIT HAS BEEN ISSUED FOR THE ERECTION OF:

BUILD - BASRMENT WATER PROOF

✓ 2461

LOCATION: 8919 S PLATT

FEE: 100,00

OWNER: MARTIN

CONTRACTOR: FSM

[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

MONROE COUNTY ROAD COMMISSION
2021 TOWNSHIP ROAD IMPROVEMENT CONTRACT

Township: **Milan**
 Project #: **504 011 211105**

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: Cone
 Location: Ann Arbor to End of HMA
 Length: 0.06 Miles Road Class: Local
 Description of Work: Single Chip Seal
*MCRC Contribution

Work Type	Work Provider	Probable Cost	Funding Source			
			Township	MCRC	Other	Comment
Chip Sealing	MCRC	3,311		3,311		
Total Probable Cost		\$ 3,311	\$ -	\$ 3,311	\$ -	

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 _____ day of _____, 2020.

 Supervisor Date Clerk Date

Approved by the Board of County Road Commissioners on the _____ day of _____, 2020.

 Commissioner Date

MONROE COUNTY ROAD COMMISSION
2021 TOWNSHIP ROAD IMPROVEMENT CONTRACT

Township: **Milan**
 Project #: **504 011 211106**

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: Dundee Azalia
 Location: Oelke to Ostrander
 Length: 0.77 Miles Road Class: Local
 Description of Work: Single Chip Seal
*MCRC Contribution

Work Type	Work Provider	Probable Cost	Funding Source			
			Township	MCRC	Other	Comment
Chip Sealing	MCRC	13,268		13,268		
Total Probable Cost		\$ 13,268	\$ -	\$ 13,268	\$ -	

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 _____ day of _____, 2020.

 Supervisor Date Clerk Date

Approved by the Board of County Road Commissioners on the _____ day of _____, 2020.

 Commissioner Date

MONROE COUNTY ROAD COMMISSION
2021 TOWNSHIP ROAD IMPROVEMENT CONTRACT

Township: **Milan**
 Project #: **504 011 211107**

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: Far
 Location: Welch to Hickory
 Length: _____ Miles Road Class: Local
 Description of Work: Cross Tile Replacement

Work Type	Work Provider	Probable Cost	Funding Source			
			Township	MCRC	Other	Comment
Drainage	MCRC	4,050	4,050			
Total Probable Cost		\$ 4,050	\$ 4,050	\$ -	\$ -	

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 _____ day of _____, 2021.

 Supervisor Date Clerk Date

Approved by the Board of County Road Commissioners on the _____ day of _____, 2021.

 Commissioner Date

MONROE COUNTY ROAD COMMISSION
2021 TOWNSHIP ROAD IMPROVEMENT CONTRACT

Township: **Milan**
 Project #: **504 011 215011**

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 54,000 gallons

Work Type	Work Provider	Probable Cost	Funding Source			
			Township	MCRC	Other	Comment
Dust Control	Contractor	38,060	38,060			
Total Probable Cost		\$ 38,060	\$ 38,060	\$ -	\$ -	

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 _____ day of _____, 2021.

 Supervisor Date Clerk Date

Approved by the Board of County Road Commissioners on the _____ day of _____, 2021.

 Commissioner Date

MONROE COUNTY ROAD COMMISSION
2021 TOWNSHIP ROAD IMPROVEMENT CONTRACT

Township: **Milan**
 Project #: **504 011 215211**

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: _____
 Length: _____ Miles Road Class: Local
 Description of Work: One mow with one pass both sides of roads and as far back
as possible at all Intersections, 100' in all directions.

Work to be completed by D&D Wyse

Work Type	Work Provider	Probable Cost	Funding Source			
			Township	MCRC	Other	Comment
Mowing	Contractor	7,250	7,250			
Total Probable Cost		\$ 7,250	\$ 7,250	\$ -	\$ -	

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 _____ day of _____, 2021.

 Supervisor Date Clerk Date

Approved by the Board of County Road Commissioners on the _____ day of _____, 2021.

 Commissioner Date