

AGENDA
TOWNSHIP BOARD
CHARTER TOWNSHIP OF MILFORD
1100 Atlantic Street
Milford, Michigan 48381
Wednesday
February 17, 2010
7:30 p.m.

1. Call to Order at 7:30 p.m.
2. Pledge of Allegiance
3. Call to the Public (Non-Agenda Items Only)
4. Consent Agenda:
 - Approval of Minutes, January 20, 2010 (Regular)
 - Approval of Bills (Regular & Bond), General Fund, Fire Department, Senior Center, SEMIS
 - Annual Trail Maintenance & Repair Agreement – Huron Clinton Metropolitan Authority
 - Authorize Signatory for Summer Concerts – Alan Smith, Parks & Recreation Commission
 - Reappoint Supervisor Green as Township Representative to Huron Valley Youth Assistance Board
 - Adoption of 2010 Fee Schedule for Planning Services – Wade Trim
5. Supervisor's Report
6. Planning Commission Report (January 28, 2010)
7. ZBA Report (No February Meeting)
8. Fire Department Report
9. Unfinished Business
10. New Business
 - 2009 Annual Report – Milford Police Department
 - Tax Sale Properties
 - Transfer of Part-Time Cemetery Employee Position to Clerk's Office
 - Hiring of Temporary Employee
 - Authorize Supervisor to Sign Summer Concerts Contracts
11. Board Members Remarks
12. Adjournment

MEMBERS PRESENT:

Supervisor Green, Supervisor; Colleen Schwartz, Clerk; Cynthia Dagenhardt, Treasurer; Trustees Randal Busick, William Mazzara, Dale Wiltse, Brien Worrell

ALSO PRESENT:

Larry Waligora, Fire Chief; Jennifer Elowsky, Township Attorney; Ric Mueller, Chairman, Friends of Milford Skate Park; Mary Bajcz, Liaison, Huron River Watershed Council; Aileen Wingblad, Milford Times; Twenty-Five Audience Members, Holly Brandt, Recording Secretary

Supervisor Green called the meeting to order at 7:30 p.m.

The Pledge of Allegiance was recited.

CONSENT AGENDA

APPROVAL OF MINUTES, DECEMBER 16, 2009:

APPROVAL OF BILLS (REGULAR & BOND): \$36,630.95, Fire Department \$327,202.40, Senior Center \$5,914.23, SEMIS \$1,161.40, Ridge Valley Sewer \$1,148.37

Trustee Wiltse moved, Treasurer Dagenhardt seconded to approve the consent agenda as presented. Roll call vote: Wiltse, Dagenhardt, Busick, Schwartz, Worrell, Mazzara, Green. **Vote unanimously carried.**

SUPERVISOR'S REPORT

Supervisor Green reported the following:

He discussed the cemetery account with Milford Cemetery Committee chairman Brent Morgan regarding the \$27,000 that was not spent in 2009. He said that amount, once township auditors confirm it, will be in the 2010 cemetery fund however the some of the funds will be used for the tree trimming expense at Oak Grove.

Supervisor Green said he is still looking into the purchase of properties at the south end of the township that will be coming up for tax sale.

The five municipalities interested in purchasing the movie screen equipment have all approved the agreement for purchase.

Supervisor Green will be meeting with village officials regarding the police department layoffs to review all options.

Supervisor Green requested to add the following to the agenda at the end of new business: Temporary Employee for the Clerk's Office; Village Sub-Committee to Investigate Cityhood and Other Options.

Clerk Schwartz moved, Trustee Worrell seconded to amend the agenda as requested.
Vote unanimously carried.

PLANNING COMMISSION REPORT

There was no December meeting to report on.

ZONING BOARD OF APPEALS (ZBA) REPORT

There was no January meeting to report on.

FIRE DEPARTMENT REPORT

Chief Waligora reported the following:

Runs for the month of December totaled 81 with 1,019 year to date.

He's in the process of obtaining bids for kitchen appliances, a washing machine and furniture for the new fire station.

A donation was received from the Ford Motor Company allowing the purchase of desks and file cabinets for \$150.00 from the Wixom Ford Plant.

Commerce township has offered to donate some fitness equipment that was donated to them that they don't use.

The department will be conducting cold water rescue training on Saturday, January 23, 2010 at the mill pond on Liberty Street.

Two firefighter trainees have started at the Waterford Emergency Medical Services Academy.

The department responded to a working structure fire on Rolling Green on Thursday, January 14, 2010 with the structure and contents a total loss. Mutual aid was provided by surrounding communities and the General Motors Proving Grounds provided thousands of gallons of water.

Chief Waligora requested permission for Assistant Chief Culham and himself to attend the Michigan Association of Fire Chiefs' winter workshop February 26 – 27, 2010 in Midland. He said the cost would be \$300.00 for both registrations plus the accommodation cost.

Clerk Schwartz moved, Treasurer Dagenhardt seconded to approve the request at the cost quoted. Roll call vote: **Yes** – Schwartz, Dagenhardt, Mazzara, Worrell, Busick, Wiltse, Green. **Vote unanimously carried.**

UNFINISHED BUSINESS

WASHER/EXTRACTER BIDS

Chief Waligora said that instead of a refurbished commercial grade washer he would get quotes for residential grade equipment.

Trustee Mazzara and Supervisor Green discussed the retention basin and drain and the possible need for a holding tank for the washer. Supervisor Green stated if the drain doesn't work properly CDPA, the architectural firm for the fire station project should be responsible for paying for and installing the equipment necessary for making the drain operate properly.

No action taken.

REQUEST, RESPONSIBILITY OF MAINTENANCE COSTS AND GRANT FUNDS –
FRIENDS OF MILFORD SKATE PARK (FOMSP)

Ric Mueller, chairman, FoMSP, requested to postpone any action on their request in light of the township and village's financial situation.

Trustee Mazzara moved, Trustee Busick seconded to postpone. **Vote unanimously carried.**

NEW BUSINESS

HURON RIVER WATERSHED COUNCIL REPORT

Mrs. Mary Bajcz, township liaison to the council, reported on the state of the Huron, which included the following:

Two stream banks were restored that feed into the Huron River.

The river is monitored three times per year.

The council is helping communities to meet storm water runoff mandates from the state.

The dam removal in Dexter is almost complete. Dexter also received stimulus funds to divert a sewage leak that threatened the river.

The Argo dam removal project will be a complicated process.

Phosphorus levels have dropped significantly in the Ann Arbor area of the river.

Green Oak Township has been a leader in best management practices along the river.

The council has a new website and has information posted on social network systems.

The board thanked Mrs. Bajcz for her report.

NEW POSTAGE METER CONTRACT

Clerk Schwartz explained Neopost, the township's postage meter leasing company has offered to let the township out of its current lease and provide new equipment for a savings of \$80.00 per month. She said the new lease also includes maintenance and rate change upgrades.

Trustee Wiltse moved, Treasurer Dagenhardt seconded to approve the new postage meter lease with Neopost for \$110.00 per month. Roll call vote: **Yes – Wiltse, Dagenhardt, Busick, Schwartz, Worrell, Mazzara, Green.** **Vote unanimously carried.**

RESIGNATION OF CLERK – COLLEEN SCHWARTZ

Clerk Schwartz read her letter of resignation into the meeting record as follows:

Dear Fellow Board Members,

It is with a warm heart that I come to you to announce my retirement as Clerk of the Charter Township of Milford, effective March 31, 2010. After dedicating thirty two (32) years of service to our community, I feel it is time to step aside.

My Bob always said that you should leave a place better than the way you found it. It is my hope that he and I did just that. I have enjoyed the time spent as Clerk and thank the community for their faith in me and support for me over these many years.

Trustee Busick moved, Trustee Worrell seconded to accept the letter of resignation from Clerk Schwartz with deepest regrets. Roll call vote: **Yes** – Busick, Worrell, Wiltse, Dagenhardt, Schwartz, Mazzara, Green. **Vote unanimously carried.**

PROCESS OF APPOINTMENT OF CLERK POSITION

Supervisor Green explained the board would need to appointment someone to fill the office of clerk until someone is elected to the position in the November 2010 general election. He said they could make an appoint tonight or wait until just before the clerk's retirement takes effect.

Trustee Wiltse recommended the appointment is done at tonight's meeting.

Trustee Wiltse moved, Treasurer Dagenhardt seconded to appoint Deputy Clerk Holly Brandt to fill the clerk position.

Discussion on the motion:

Clerk Schwartz said Deputy Clerk Brandt has been the deputy clerk for the township for nine years and she was happy to have her appointed.

Treasurer Dagenhardt said Deputy Clerk Brandt has the education and certification necessary and has been performing many of the clerk's tasks for the last several years.

Roll call vote: **Yes** - Wiltse, Dagenhardt, Busick, Schwartz, Worrell, Mazzara, Green. **Vote unanimously carried.**

TEMPORARY EMPLOYEE FOR THE CLERK'S OFFICE

Trustee Wiltse moved, Treasurer Dagenhardt seconded to authorize the hiring of a temporary employee for the clerks office with the wage to be discussed.

Discussion on the motion:

The board discussed whether or not an additional employee is needed, workload shifting among current employees and other employee options.

Roll call vote: **Yes** – Wiltse, Dagenhardt, Busick, Schwartz, Worrell, Mazzara, Green. **Vote unanimously carried.**

VILLAGE SUB-COMMITTEE TO INVESTIGATE CITYHOOD AND OTHER OPTIONS

Supervisor Green said Mr. Shufflebarger, Milford Village manager, requested several board members join a sub-committee the village has initiated to look into becoming a city. Supervisor Green stated he would like to join the sub-committee and also pursue other options besides just cityhood. Trustees Mazzara and Wiltse also wanted to join the sub-committee.

Trustee Busick moved, Clerk Schwartz seconded to appoint Supervisor Green, Trustee Mazzara and Trustee Wiltse to the Milford Village cityhood sub-committee. **Vote unanimously carried.**

BOARD MEMBER'S REMARKS

Trustee Wiltse thanked Clerk Schwartz for her years of dedication and service to the community. He said former Milford firefighter John Baczinski has had a stroke and was not doing well.

Trustee Busick commented on the recent village council meeting and the announcement about switching Milford Police Department's dispatch services to Novi city and letting Milford's dispatchers go. He said hopefully they could renegotiate their contract.

Trustees Mazzara and Worrell said they were happy for Clerk Schwartz.

ADJOURNMENT

Trustee Wiltse moved, Treasurer Dagenhardt seconded to adjourn the meeting at 8:30 p.m. Vote unanimously carried.

Charter Township of Milford,

Colleen Schwartz, MMC
Clerk

Unofficial



WADE TRIM

January 6, 2010

Charter Township of Milford
1100 Atlantic Street
Milford, Michigan 48381-2002

Attention: Mr. Don Green, Township Supervisor

Re: Year 2010 Professional Community Planning Services
Professional Fee Requirements

Dear Supervisor Green:

Wade Trim has provided on-going professional community planning services to your community since April 2000. We greatly appreciate the opportunity to assist you in this most important capacity.

We currently receive \$775 per month (\$9,300 annually) for this service. This amount was authorized on February 25, 2008. We held to this price in 2009. We are again pleased to report that no fee increase will be requested for a second consecutive year (2010).

Wade Trim is committed to helping our clients meet their financial challenges during this period of economic uncertainty. We have taken great effort to become more efficient and to reduce our expenses. We have worked with staff to restructure employee benefits. In addition, for the second straight year, we have frozen staff wages. These and other actions allow us to continue to offer a high level of professional service at no additional cost to our client communities.

Pursuant to Part B, Exhibit A, Section 3 of our Professional Services Agreement, fees for site plan reviews, rezoning opinions, etc., are charged in accordance with our then current Development Review Fee Schedule. We have attached our Year 2010 Development Review Fee Schedule. Please note there are no changes from last year as well.

Please do not hesitate to contact us if you have any questions.

Very truly yours,

Wade Trim Associates, Inc.

N. Lomako / ZSA
Nicholas P. Lomako, AICP, PCP
Senior Vice President

NPL:ka

MTP 6001-10D

MTP 2010 Fee Adjustment Request

Attachment: Year 2010 Development Review Fee Schedule

cc: Township Board

Wade Trim Associates, Inc. 313.961.3650
500 Griswold Avenue 313.961.0898 fax
Suite 2500 www.wadetrim.com
Detroit, MI 48226

5.	Lot Split Review	\$300
6.	Historic District/Architectural Commission Reviews	\$300
7.	Dimensional (Non-Use) Variance Review	
	a. Commercial	\$500
	b. Residential	\$250
8.	Use Variance Review	Current Hourly Rate Schedule
9.	Street/Alley Vacations	\$300
10.	Plan Revisions	50 percent of initial review fee
11.	Applicant Assistance Conferences	Current Hourly Rate Schedule
12.	Review of Woodlands and Wetlands Plans and/or Field Inspection of Same	Current Hourly Rate Schedule
13.	Site (Traffic) Impact Analysis	Current Hourly Rate Schedule
14.	Master Deed Review	\$300

The fee schedule is subject to change on an annual basis.

**CHARTER TOWNSHIP OF MILFORD
PLANNING COMMISSION
Synopsis**

Thursday, January 28, 2010

7:30 p.m.

Milford Civic Center
1100 Atlantic Street
Milford, Michigan

1. Call to Order **Present:** David Kulp, Chairman; Richard Lemke, Vice-Chair; Gordon Muir, Secretary; Commissioners George Magro, William Mazzara, Vaughn Koshkarian, Keith Vandebussche, Lisa Marckini-Polk. **Absent:** Commissioner Richard Mueller.

2. Zoning Board of Appeals Liaison Report **No ZBA Meeting in January or in February**

3. Township Board Report **Reviewed January 20, 2010 Twp Board Synopsis**

4. Call to the Public Non-Agenda Items **No Comment from Public**
(For a period of no more than 15 minutes; 3 minutes per person)

5. NEW BUSINESS
 - S-09-5002, L-35-451-033, 4870 McCarthy Drive, Milford Mile L.L.C.
 - **Recommended Approval to Twp Board with Specifications**
 - Discussion of Residential Lighting Ordinance
 - **Move to Public Hearing 2/25/09 Re: Scope of Application and Residential Light Poles**

6. Approval of Minutes, **October 29, 2009** Regular Meeting Approved

7. Establish 2010 Planning Commission Meeting Dates Approved

8. Election of PC Officers Chairman: Kulp, Vice-Chair: Lemke & Secretary: Muir

9. Planning Consultant's Remarks **Discussed Possibilities of new ordinances in other communities re: medical marijuana**

10. Planning Commissioners' Remarks **Discussion: Screening of Utilities and Oil wells, lot coverage ordinance, grants for safety walking paths at the north end.**

11. Call to the Public **No Comment from Public**
12. Adjournment **9:05 p.m.**



MILFORD FIRE DEPARTMENT

Lawrence A. Waligora, Fire Chief

1100 Atlantic Street • Milford, Michigan 48381-2075

Business Phone (248) 684-2335 Fax (248) 684-2387

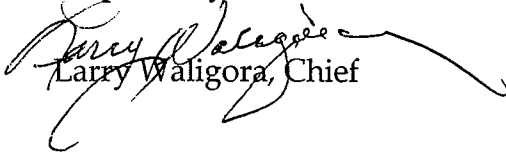
firechief@milfordtownship.com

milfordfiredept.com

FEBRUARY 2010

- ◆ Runs for the month of January 2010: 80, ytd. 80, January 2009: 72, ytd.72.
- ◆ The office furniture we received from the Ford Wixom plant was a donation to the fire department
- ◆ The cold water rescue training was held on Saturday, January 30.
- ◆ The fire department was dispatched to a reported barn fire on S. Garner Saturday, January 30. The fire appeared to start in a trash receptacle and begin spreading to the structure. Milford Police were able to knock down most of the flames with extinguishers from their patrol cars. Mutual aid from Highland was requested but turned around in route.
- ◆ I have pricing for kitchen appliances (attached) from four stores.
- ◆ I have pricing for recliner chairs (attached) for the day room from three stores.

Respectfully submitted,


Larry Waligora, Chief

Tax Foreclosures 2010

Owner	Parcel ID	Address	Tax year	Amount
Garrett Robertson Dev	16-34-401-002		2007	\$948.59
Garrett Robertson Dev	16-34-401-003	4780 South Hill	2007	\$1,181.94
Garrett Robertson Dev Total				\$2,130.53
Hechung Huszti	16-03-201-086	673 Olivia Dr	2007	\$3,683.50
Hechung Huszti Total				\$3,683.50
HLL Investments	16-03-202-024		2007	\$856.51
HLL Investments Total				\$856.51
Lyle Walker	16-34-401-001		2007	\$1,694.77
Lyle Walker	16-35-401-001		2007	\$239,624.14
Lyle Walker Total				\$241,318.91
Newcastle Properties	16-03-205-005	1550 N Milford	2007	\$6,462.49
Newcastle Properties Total				\$6,462.49
SC Milford LLC	16-03-406-029		2007	\$1,132.24
SC Milford LLC	16-03-406-030		2007	\$1,172.24
SC Milford LLC	16-03-406-031		2007	\$1,092.24
SC Milford LLC	16-03-406-032		2007	\$1,132.24
SC Milford LLC	16-03-406-033		2007	\$1,132.24
SC Milford LLC	16-03-406-034		2007	\$6,020.50
SC Milford LLC	16-03-406-035		2007	\$1,132.24
SC Milford LLC	16-03-406-036		2007	\$1,132.24
SC Milford LLC	16-03-406-061		2007	\$1,132.24
SC Milford LLC	16-03-406-062		2007	\$1,132.24
SC Milford LLC	16-03-406-063		2007	\$1,132.24
SC Milford LLC	16-03-406-064		2007	\$1,132.24
SC Milford LLC	16-03-406-065		2007	\$1,167.24
SC Milford LLC	16-03-406-066		2007	\$1,132.24
SC Milford LLC	16-03-406-067		2007	\$1,132.24

Tax Foreclosures 2010

Owner	Parcel ID	Address	Tax year	Amount
SC Milford LLC	16-03-406-068		2007	\$1,132.24
SC Milford LLC	16-03-406-069		2007	\$1,132.24
SC Milford LLC	16-03-406-070		2007	\$1,182.24
SC Milford LLC	16-03-406-071		2007	\$1,132.24
SC Milford LLC	16-03-406-072		2007	\$1,132.24
SC Milford LLC	16-03-406-073		2007	\$1,132.24
SC Milford LLC	16-03-406-074		2007	\$1,167.24
SC Milford LLC	16-03-406-075		2007	\$1,132.24
SC Milford LLC	16-03-406-076		2007	\$1,132.24
SC Milford LLC	16-03-406-077		2007	\$1,132.24
SC Milford LLC	16-03-406-078		2007	\$1,132.24
SC Milford LLC	16-03-406-079		2007	\$1,132.24
SC Milford LLC	16-03-406-080		2007	\$1,132.94
SC Milford LLC	16-03-406-081		2007	\$1,132.94
SC Milford LLC	16-03-406-082		2007	\$1,132.94
SC Milford LLC	16-03-406-083		2007	\$1,132.94
SC Milford LLC	16-03-406-084	1255 Yosemite Valley	2007	\$1,092.94
SC Milford LLC	16-03-406-085		2007	\$1,132.94
SC Milford LLC	16-03-406-086		2007	\$1,132.94
SC Milford LLC Total				\$43,469.32
Grand Total				\$297,921.26