

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status
09/13/2018	GEN	87104	COLLINS, BARBARA J.	1,406.02	1,137.13	0.00	Open
09/13/2018	GEN	87105	DEVOOGHT, REBECCA	42.70	39.45	0.00	Open
09/13/2018	GEN	87106	DOPKOWSKI, ROBERT D	266.68	236.73	0.00	Open
09/13/2018	GEN	87107	DROUILLARD, TERESA	782.40	652.05	0.00	Open
09/13/2018	GEN	87108	EARLY, JAMES I	1,115.83	906.88	0.00	Open
09/13/2018	GEN	87109	FRIEND, DAVID	425.40	374.78	0.00	Open
09/13/2018	GEN	87110	HEATH, KEVIN	957.40	936.46	0.00	Open
09/13/2018	GEN	87111	HEATH, PHILIP	1,241.54	1,132.49	0.00	Open
09/13/2018	GEN	87112	LIEB, KAREN JO	1,752.08	1,364.63	0.00	Open
09/13/2018	GEN	87113	MANCICK, OLGA L	208.98	184.11	0.00	Open
09/13/2018	GEN	87114	PORTER, PATRICK T	42.70	39.43	0.00	Open
09/13/2018	GEN	87115	SCHAUVER, JOHN	165.70	160.07	0.00	Open

Totals: Total Physical Checks: 12
 Total Check Stubs: 012

8,407.43 7,164.21 0.00

Pay Roll + 8,407.43
 TOTAL DISBURSEMENTS } \$44,205.01

Check Date	Bank	Check #	Payee	Description	GL #	Amount
08/02/2018	GEN	87033	B&A SOFTWARE	SOFTWARE FOR CLERK	101-215-726.001	915.50
		87033		SOFTWARE/COMPUTER SUPPLIES	101-253-726.001	915.50
						<u>1,831.00</u>
08/02/2018	GEN	87034	GOVERNMENTAL BUSINESS SYSTEMS	SUPPLIES	101-262-726.000	38.13
08/02/2018	GEN	87035	MILAN TOWNSHIP	PROPERTY TAXES	101-265-960.000	1,177.21
08/02/2018	GEN	87036	VERIZON WIRELESS	COMMUNICATIONS	101-265-850.000	40.89
08/14/2018	GEN	87081	DTE Energy	STREETLIGHT EXPENSES	219-219-974.000	485.25
08/14/2018	GEN	87082	IDA TOWNSHIP	BUILDING PERMIT FEES	101-371-607.000	50.00
08/14/2018	GEN	87083	Lennard, Graham, & Goldsmith	LEGAL FEES	101-266-805.000	285.00
08/14/2018	GEN	87084	MI DEPT. OF TREASURY	DUE TO STATE OF MICHIGAN	701-000-228.000	257.42
08/14/2018	GEN	87085	MICHIGAN ALARM LLC	PROFESSIONAL SERVICES	101-265-801.000	125.97
08/14/2018	GEN	87086	MONROE PUBLISHING CO.	PRINTING AND PUBLISHING	101-262-900.000	84.40
08/14/2018	GEN	87087	OFFICE DEPOT	CAPITAL OUTLAY	101-101-970.000	31.79
		87087		SUPPLIES	101-215-726.000	12.72
						<u>44.51</u>
08/14/2018	GEN	87088	RICK'S LAWN SERVICE	PROFESSIONAL SERVICES/LAWN CARE	101-276-801.000	1,440.00
08/14/2018	GEN	87089	VERIZON WIRELESS	COMMUNICATIONS	101-265-850.000	157.27
08/23/2018	ROAD	1002	Monroe County Road Commission	ROAD FUND MAINT. GRADING, STONING, PAV	204-204-931.000	29,415.98
08/23/2018	GEN	87090	BEDFORD TOWNSHIP	PRINTING AND PUBLISHING	101-262-900.000	16.03
08/23/2018	GEN	87091	OWEN G DUNN DBA PRINTELECT	SUPPLIES	101-262-726.000	307.69
08/23/2018	GEN	87092	VERIZON WIRELESS	COMMUNICATIONS	101-265-850.000	40.83
			TOTAL - ALL FUNDS	TOTAL OF 17 CHECKS		<u>35,797.58</u>

MILAN TOWNSHIP
 BARBARA COLLINS - CLERK
 BUILDING DEPT. REPORT

Date: _____ August, 2018 _____

INSPECTORS NAME	HOURS AT HALL	INSPECTIONS
DAVE FRIEND (BLD)	_____ 10 _____	_____ 4 _____
PERMITS	_____ 7 _____	
PLAN REVIEW	_____	
SITE PLANS (HOUSE)	_____	
SITE PLANS (POLE BARNS & COMM.)	_____	
SPECIAL INSPECTIONS	_____	
ADDRESS ASSIGNED	_____	
LAND SPLIT	_____	
JEFF FELDKAMP (MECHINICAL)		_____ 0 _____
DAVE TUBBS (ELECTRICAL)		_____ 0 _____
WILLIE HIGGGS (PLUMBING)		_____ 0 _____

COST TO TOWNSHIP

DAVE FRIEND	_____ \$425.40 _____
JEFF FELDKAMP	_____ 0 _____
DAVE TUBBS	_____ 0 _____
WILLIE HIGGGS	_____
TOTAL	_____ \$425.40 _____

RESPECTFULLY SUBMITTED BY: Barbara Collins - Clerk

MILAN TOWNSHIP

BUILDING INSPECTOR TIMESHEET

INSPECTOR NAME D. FRIED

MONTH/YEAR 8-18

PERMITS ISSUED 7

2.00
150
70.00
420.00

HOURS AT HALF (10) PLAN REVIEW _____ SITE PLANS (HOUSE) _____ SITE PLANS (OTHER) _____

SPECIAL INSPECTIONS _____ REGULAR INSPECTIONS (4) ADDRESS ASSIGNED _____

ADDRESS	PERMIT	DATE	RESULTS	TYPE OF INSPECTION
<u>12528 CROW</u>	<u>1818</u>	<u>8-4-18</u>	<u>APP</u> NOT APP.	ROUGH <u>FINAL</u>
<u>1287 WACK</u>	<u>1823</u>	<u>8-26-18</u>	<u>APP</u> NOT APP.	ROUGH <u>FINAL</u>
<u>18300 ALLEN</u>	<u>1814</u>	<u>8-24</u>	<u>APP</u> NOT APP. <u>Prep work</u>	ROUGH FINAL
<u>14221 SPANARD</u>	<u>1826</u>	<u>8-29-7</u>	<u>APP</u> NOT APP. <u>Post storm</u>	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. [Signature]

CLERK SIGNATURE _____ INSPECTOR _____

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

MILAN TWP BUILDING DEPT. REPORT MASTER

August, 2018

DATE	PERMIT #	NAME	AMT.	CHECK #
8/3/2018	1824-P	C. Oakman 15681 Ostrander Rd. Install New Tub over existing Tub	\$75	92686
8/9/2018	1826-B	Kreiner 14277 Sanford Rd. Rear Deck	165.00	2509
8/16/2018	1825-B	Wolf 18755 Mead Rd Replace Windows	160.00	6462
8/28/2018	1827-E	First Choice 15300 Allen Rd Electrical-2 Inspections	130.00	26875
8/31/2018	1828-B	Valerie Wittkop 18316 Milwaukee Rd Roof Mount Solar Panels	\$115.00	19148
8/31/2018	1829-E	Valerie Wittkop 18316 Milwaukee Rd Electrical Inspection - 1	65.00	19013 & 19149
8/31/2018	1830-P	Bagley 18333 Hickory Rd Plumbing Inspection tub to shower	65.00	10387
Total All Permits			775.00	

ASSESSOR REPORT

August & September 2018

PARCEL REVIEW:

As a result of the new MMSVP (Michigan Marshall & Swift Valuation Platform 2014 Cost Tables) software update from the State, I've had to review and update multiple parcels. A list can be provided upon request.

I will be visiting parcels with new building permits for 2018 this November and December as well as Personal Property canvassing.

OTHER WORK/INFORMATION:

Attended a meeting on August 29th in Novi, Michigan held by the State Treasurer to hear concerns about the proposed Assessing Reform bill (Senate Bill 1025/House Bill 6049) to take affect January 2019 if passed. See attached handout from meeting.

Reviewed vacant land sales in our area and surrounding areas to determine residential land values. Awaiting Appraisal Studies from the County Equalization to assist with determining AG, Commercial and Industrial class starting ratios.

Prepared L4029 Tax Millage Rate Request for the Clerk and Supervisor to sign. Also sent copy to Bryan (the Auditor) per his request.

Prepared 591 form Clerk's Statement of Taxes due 9-30-2018. Completion pending totals for Drain and Lighting assessments.

LOOKING AHEAD:

Do field inspections for 2018 building permits and continue working on 2019 values.

Prepare for Personal Property canvass in November and December.

In preparation for the next AMAR review in 2020-2021, I will be preparing multiple new procedures for the Board's approval including but not limited to: Denial of PRE's and interest collection procedures, procedures and forms for Property Exemptions, i.e., Charitable Exemptions, and developing procedures as to how I canvass for Personal Property. I will also need to prepare a Resolution for the Board to waive fees for late filed Property Transfer Affidavits.

Respectfully submitted,
Karen Jo Lieb, Assessor