

Milan Township
Board of Trustees FINAL Minutes
Regular Monthly Meeting
June 13, 2024
7:00 P.M.

Call to order at 7:00p.m. with the Pledge of Allegiance

Roll Call: Supervisor Mark Bogi: Y; Clerk Stephanie Kozar: Y; Treasurer Joel Gotts: Y;
Trustee Olga Mancik: EX; Trustee Nick Straub: Y

Approval of Agenda:

Motion by Bogi and seconded by Gotts to accept the agenda with changes.

-Add Assessor Resolution under New Business as #5.

All in favor: 4 Opposed: 0

Public Comment (agenda items only) (2 mins): No Comments

Approval of Previous Minutes:

-Add the approval of the L4029.

Motion by Bogi and seconded by Straub to accept the 5/09/2024 board minutes with changes.

All in favor: 4 Opposed: 0

Disbursements:

Payroll: \$9,496.07

Vendors: \$144,542.05

Motion by Bogi and seconded by Gotts to approve the May 2024 disbursements totaling \$154,038.12.

Roll Call: Supervisor Mark Bogi: Y; Clerk Stephanie Kozar: Y; Treasurer Joel Gotts: Y;
Trustee Olga Mancik: EX; Trustee Nick Straub: Y

Fund Balances:

General Fund Total: \$215,403.61

Tax Account Total: \$25,013.34

Fire Fund Total: \$197,340.56

Road Fund Total: \$103,985.53

ICS: \$407,914.52

Old Nation Farm Savings: \$63,903.42

CD's: \$422,621.10

Covid Relief Total: \$33,449.12 (included in the General Fund Total)

Treasurer Gotts mentioned that the Old National CD was renewed last week and the percentage listed on the report is inaccurate. He indicated that the percentage had increased but he is still waiting to hear back from the bank to see what the new interest rate is.

Motion by Kozar and seconded by Straub to accept the fund balances totaling \$1,436,182.08 (\$1,411,168.74 without tax account).

All in favor: 4 Opposed: 0

Building Report: See report

Motion by Bogi and seconded by Kozar to accept the building report as presented.

All in favor: 4 Opposed: 0

Assessors Report: See report

Motion by Bogi and seconded by Gotts to accept the assessors report as presented.

All in favor: 4 Opposed: 0

Ordinance Report: See report

Motion by Kozar and seconded by Gotts to accept the ordinance report as presented.

All in favor: 4 Opposed: 0

Milan Fire Department Report: See report

Motion by Kozar and seconded by Gotts to accept the MAFD report as presented.

All in favor: 4 Opposed: 0

Sheriff's Department Report: See report

Motion by Kozar and seconded by Gotts to accept the Sheriff's Department report as presented.

All in favor: 4 Opposed: 0

Old Business

1. Cemetery Fee Updated Resolution

Supervisor Bogi presented an updated Cemetery Fee resolution that was discussed at last months meeting. This resolution includes all fees associated with a burial, not just the cost of the graves. Deputy Supervisor Taepke provided Bogi with fee schedules from surrounding areas that a resolution was drafted that would fit Milan Townships needs. There was discussion regarding changing the Green Burial Qualified Person rate to a higher cost however the board decided to keep it at \$500 as this burial would still be charged the grave fee of \$300. Trustee Straub inquired about the cost for Headstone Foundations, citing that these costs were much higher than a foundation would cost. It was determined that these costs were for Crypts, not Headstone Foundations. The foundations would cost \$250 for a small and \$540 for a large.

Motion by Kozar and seconded by Straub to accept the resolution 2024-03 Resolution to Establish a Cemetery Fees with changes (listed above).

Roll Call: Supervisor Mark Bogi: Y; Clerk Stephanie Kozar: Y; Treasurer Joel Gotts: Y; Trustee Olga Mancik: EX; Trustee Nick Straub: Y

All in favor: 4 Opposed: 0

2. Solar Ordinance

The board discussed different aspects of the solar ordinance where it was felt there could be some expansion to include items such as substations and the verbiage on section R #2.

Motion by Bogi and seconded by Kozar to send the solar ordinance back to the Planning Commission with the recommendation of including the location and specifics of the substations as well as relooking at the verbiage in section R #2.

Roll Call: Supervisor Mark Bogi: Y; Clerk Stephanie Kozar: Y; Treasurer Joel Gotts: Y; Trustee Olga Mancik: EX; Trustee Nick Straub: Y

All in favor: 4 Opposed: 0

3. MCRC Platt/Day Contract

Supervisor Bogi asked this to be tabled as he is still waiting for quotes.

4. Credit Limit Resolution

It was discussed at last months meeting regarding increasing the monthly spending limits of the Supervisor, Clerk and Treasurer. It was originally recommended to increase the Supervisor to \$5,000, Clerk to \$1,500, and to keep the Treasurer at \$1,000. The resolution presented by Clerk Kozar indicated these recommendations. Further discussions were had to edit the proposed resolution to specify that the \$5,000 monthly limit for the Supervisor was to be used for emergency road issues. Treasurer Gotts also inquired about increasing the Treasurers limit to \$1,500 to accommodate tax related mailings.

Motion by Bogi and seconded by Straub to accept resolution 2024-05 Resolution to Increase the Township Board Credit Limit with changes, including specification of the Supervisor limit being used for emergency road issues and increasing the Treasurer limit to \$1,500.

Roll Call: Supervisor Mark Bogi: Y; Clerk Stephanie Kozar: Y; Treasurer Joel Gotts: Y; Trustee Olga Mancik: EX; Trustee Nick Straub: Y

New Business:

1. Donation to Charitable Group

It was brought to the attention of the board that donations of any tax payer group are against MTA law. No further discussion was had regarding the usage of the donation from Trash Day.

2. MTA Dues

Clerk Kozar presented the MTA dues that are due in July. As always, there are different levels of membership. There was discussion around the different levels and what is included in each. Deputy Supervisor Taepke recommended the board approve the Premium Pass which includes all courses. Each course is about \$100/person if the board were to sign up for the classes individually. The Premium Pass also gives a login to allow access for the entire township team, which would allow planning commission, ZBA, BOR, employees, and board member's access. It was discussed about going with the Premium Pass for this year and reevaluating next year to see how utilized it was.

Motion by Bogi and seconded by Kozar to accept payment of \$3,812.32 for MTA Dues, including yearly dues, Premium Pass and the Legal Defense Fund.

Roll Call: Supervisor Mark Bogi: Y; Clerk Stephanie Kozar: Y; Treasurer Joel Gotts: Y; Trustee Olga Mancik: EX; Trustee Nick Straub: Y

3. Flag Pole @ Spaulding

Supervisor Bogi brought forward the lack of a flag pole at Spaulding Cemetery. There used to be one there but it broke a while ago. There is two veterans buried at this cemetery, so a flag pole is warranted. Bogi presented two quotes from Rocket Enterprise, Inc. The main difference between the quotes were the sizes of the base, top and wall. Each quote includes excavation, foundation and complete erection of pole. Discussion was had regarding both quotes and it was ultimately decided to go with the lesser cost pole.

Motion by Kozar and seconded by Gotts to accept quote for flag pole and installation for \$1,919.80.

Roll Call: Supervisor Mark Bogi: Y; Clerk Stephanie Kozar: Y; Treasurer Joel Gotts: Y; Trustee Olga Mancik: EX; Trustee Nick Straub: Y

4. Go. Gov Information

Supervisor Bogi presented information regarding Go.Gov, which is a software that allows government entities to text their residents regarding various issues/concerns within the jurisdiction. Bogi indicated that the initial cost of this would \$3,000 and then \$2,000 annually. Discussion was had regarding the need for this in the township. Bogi also indicated that he confirmed with the internet provider that this is already an option within our service that hasn't been activated yet. It was decided that this was not something that board would like to look into further and if needed, the current option within the internet provider can be looked into.

5. Assessor Resolution

A resolution was present by Clerk Kozar regarding hiring an assessor apprentice as Karen Lieb, the townships current assessor, is looking to retire in the next couple years. This resolution outlines that the current assessor would be able to hand pick an apprentice of their choice whom would be hired by the Township to shadow her and learn all the Milan Township assessing processes. This apprentice would then have the opportunity to take over as the main assessor when Karen does retire. The resolution also outlines that if the chosen apprentice does not accept the job when Karen retires, the job will be posted per our hiring policy and a qualified candidate will be chosen and hired. Karen indicated that her contract is coming due at the end of the year and it would be beneficial to have the apprentice and her contracts align. She also recommended that the apprentice's salary be aligned with the following:

1. \$20/hr for office hours

2. \$20/parcel assessed with the current assessor
3. \$25/parcel assessed independently

It was recommended that the wording in the resolution reflect that the board approves the hiring of the assessor's choice of apprentice.

Motion by Bogi and seconded by Gotts to accept resolution 2024-04 Resolution to Hire an Assessor Apprentice with the above changes. .

Roll Call: Supervisor Mark Bogi: Y; Clerk Stephanie Kozar: Y; Treasurer Joel Gotts: Y; Trustee Olga Mancik: EX; Trustee Nick Straub: Y

Board Members Comments:

Clerk: Absentee Ballot Applications have been mailed. Ballots are not here yet. Early Voting will be at Raisinville Township again, but election day will be held at Milan Township

Supervisor: Deputy Supervisor Taepke's kids cleaned the cemeteries. They also provided a Memorial Day service by lowering the flag. A letter has been drafted to be signed and sent to US Navel Sea Corp. Cable company came out and moved the internet cable to the hall, internet is still free. Went to the SAL meeting and discussed getting a map of the cemeteries outlining where all the veterans are buried. Dennison closure should open up Monday. Redman to Hack will be closed. Chip and seal will be happening on Cone road.

Treasurer: The stone in Rice Cemetery was completed. Monday the tax warrant signed. Summer taxes are coming around July 1st.

Trustee Straub: Planning commission is still working on the Master Plan update. Noticed that there are more MCRC trucks out than ever.

Trustee Mancik: Excused.

Staff: No comments

Public Comment (5 mins):

- One resident made a comment regarding the ditch mowing. Noticed that the ditches are just being mowed on the corner of the side roads and one pass down the middle **of the main roads.** Supervisor Bogi indicated that this is the 1st cut **of the main roads** and is usually a quick cut. The second cut **of the main roads** in the fall will encompass more of the ditch.

Motion by Bogi and seconded by Kozar to adjourn the meeting at 8:15p.m.

All in favor: 4

Opposed: 0