

ST. CLAIR TOWNSHIP
 1539 S. Bartlett Rd. St. Clair, MI 48079
 Phone (810) 329-9042 Fax (810) 329-1198
www.stclairtp.org

St. Clair Township Board Meeting
 February 19, 2018
 7:00 p.m.

Supervisor Boulier called the meeting to order at 7:00 p.m. with the Pledge of Allegiance to the Flag. Roll call: All Board Members present.

- 1) Moved by Trustee Kays. Seconded by Treasurer Hanrahan to accept the minutes of the February 5, 2018 Township Board Meeting. Motion carried.
- 2) Moved by Clerk Skonieczny. Seconded by Trustee Kays to amend the agenda to include request of Recreation Committee for funds to purchase trees for Tree Giveaway. Roll Call: Yes-Trustees Mollan, Kays, Hovis and Boeck, Treasurer Hanrahan, Clerk Skonieczny & Supervisor Boulier. Motion Carried.
- 3) Moved by Trustee Boeck. Seconded by Trustee Kays to pay all bills.

GENERAL FUND

SCHWEM'S	OPERATING SUPPLIES	48.95
KERR ALBERT	OFFICE SUPPLIES	18.69
KELLY LAW FIRM	LEGAL FEES	266.00
MICHIGAN.COM	SUBSCRIPTION	22.00
SEMCO ENERGY	HEATING	244.51
PEST CORP	PEST CONTROL	33.00
NATIONWIDE	ANNUAL FEE	18.00
BW CONSERVATION DIST	TREE GIVEAWAY	287.00
MICH RURAL WATER ASSOC	EDUCATION AND TRAINING	580.00
CITY OF MARYSVILLE	RESPONSE COSTS	555.00
	TOTAL GENERAL FUND	2,073.15

SEWER FUND

CHOPP D.	TRANSPORTATION	164.86
CHOPP J.	TRANSPORTATION	196.20
CHOPP D.	DPW SERVICES	575.00
CHOPP J.	DPW SERVICES	1,500.00
DELUDE	MAINT OF PUMP STATIONS 1, 4 & 5	2,850.00
ETNA SUPPLY	REPAIRS AND MAINT PUMP STATION #5	1,750.59
CITY OF ST. CLAIR	SEWER TREATMENT	13,077.34
	TOTAL SEWER FUND	20,113.99

WATER FUND

PAYMENT TO WATER FUND		7,000.00
CHOPP D.	TRANSPORTATION	164.87
CHOPP J.	TRANSPORTATION	196.20
CHOPP D.	DPW SERVICES	1,650.00
CHOPP J.	DPW SERVICES	1,200.00

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CITY OF ST. CLAIR	WATER PURCHASE	17,462.88
	TOTAL WATER FUND	27,673.95
	TOTAL ALL FUNDS	49,861.09

Roll Call: Yes-Trustees Mollan, Kays, Hovis and Boeck, Treasurer Hanrahan, Clerk Skonieczny & Supervisor Boulter. Motion Carried.

4) Phil Porte, BMJ discussed and answered questions regarding the annual agreement between St. Clair Township for Engineering and Surveying Services. Moved by Trustee Hovis. Seconded by Clerk Skonieczny to add to BMJ Contract – St. Clair Township to receive any and all documents and information paid for by St. Clair Township at no charge from BMJ for future use in a reasonable amount of time. Roll Call: Yes-Trustees Mollan, Kays and Hovis, Treasurer Hanrahan, Clerk Skonieczny & Supervisor Boulter. No-Trustee Boeck. Motion Carried.

5) Moved by Clerk Skonieczny. Seconded by Treasurer Hanrahan to adopt Resolution 18-02 – Poverty Guidelines for 2018.

Resolution 18-02
 Resolution Setting Poverty Guidelines for 2018

Whereas, local governing bodies are required to adopt guidelines that set income levels for their poverty exemption guidelines; and

Whereas, those income levels shall not be set lower by a city or township than the Federal Poverty Guidelines updated annually by the U. S. Department of Health and Human Services; and

Whereas, the Federal Poverty Guidelines per STC Bulletin No. 12 of 2016, PROCEDURAL CHANGES FOR THE 2018 ASSESSMENT YEAR, October 18, 2016 state the income levels as follows:

STC Bulletin No. 12 of 2016 Changes For 2018 October 18, 2016

Size of Family Unit	Poverty Guidelines
1	\$ 12,060
2	\$ 16,240
3	\$ 20,420
4	\$ 24,600
5	\$ 28,780
6	\$ 32,960
7	\$ 37,140
8	\$ 41,320
For each additional person	\$ 4,180

Whereas, PA 390 of 1994 states that the poverty exemption guidelines established by the governing body of the local assessing unit shall also include an asset level test. An asset test means the amount of cash, fixed assets or other property that could be used, or converted to cash for use in the payment of property taxes. The asset test should calculate a maximum amount permitted and all other assets above that amount should be considered as available; and

Resolves, that the asset level test shall meet the following requirements:

1. All applicants must obtain and complete the attached application in its entirety.

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2. Applicants must own and occupy the property as their primary residence for which the exemption is requested. Applicants must produce a deed, land contract or other proof of property ownership if asked by the Board of Review. The Principal Residence Exemption (PRE) percentage, as determined by the General Property Tax Law 211.7dd, will determine the percentage that can be considered for exemption.

“Principal Residence” means the one place where an owner of the property has his or her true, fixed and permanent home to which, when ever absent, he or she intends to return and that shall continue as a principal residence until another principal residence is established.

3. A hardship/poverty exemption shall not be granted to any applicant who owns saleable property other than their own homestead, no matter where located.
4. Non-cash assets for the total household may not exceed \$15,000.

The following assets are excluded from this limit:

- a. Applicants homestead.
- b. Applicants’ household personal property.
- c. Licensed vehicles used for personal transportation and titled to a member of the household.
- d. Assets not accessible by the applicant, co-owner of any member of the applicant’s household.
- e. Insurance policies.

The Board of Review will consider all revenue and non-revenue producing assets of the owner, co-owner, and all members of the household. Any attempt to hide and/or shift income and/or assets to another person, business or corporation shall be grounds for immediate denial.

To be eligible for a Poverty Exemption, a person shall do all the following on an annual basis:

1. Be an owner of and occupy as a homestead the property for which an exemption is requested.
2. File a claim with the Board of Review, accompanied by Federal and State Income Tax Returns for all persons residing in the homestead, including any property tax credit returns filed in the immediately preceding year or in the current year.
3. Produce a valid drivers’ license or other form of identification if requested.
4. Produce a deed, land contract, or other evidence of ownership of the property for which an exemption is requested if requested.
5. Meet the Federal Poverty Income Standards as defined and determined annually by the United States Office of Management and Budget.
6. The application for an exemption must be completed in its entirety and shall be filed after January 1, before the last day of Board of Review.
7. Any additional eligibility requirements as determined by the Township Board.

Now, therefore, be it hereby resolved that the Board of Review shall follow the above stated policy and federal guidelines in granting or denying a poverty exemption, unless the Board of Review determines there are substantial and compelling reasons why there should be a deviation from the policy and federal guidelines and these communicated in writing to the claimant.

Roll Call: Yes-Trustees Mollan, Kays, Hovis and Boeck, Treasurer Hanrahan, Clerk Skonieczny & Supervisor Boulier. Motion Carried.

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6) Moved by Clerk Skonieczny. Seconded by Trustee Boeck that Planning Commission and BZA Members be allowed to attend the St. Clair County Metropolitan Planning Commission 2018 Workshop on 3-29-18 at a cost of \$12.00 per attendee. Roll Call: Yes-Trustees Mollan, Kays, Hovis and Boeck, Treasurer Hanrahan, Clerk Skonieczny & Supervisor Boulier. Motion Carried.

7) Moved by Trustee Boeck. Seconded by Trustee Mollan to allocate \$287.00 to the Recreation Committee for the St. Clair Township Tree Giveaway on 4-21-18. Roll Call: Yes-Trustees Mollan, Kays, Hovis and Boeck, Treasurer Hanrahan, Clerk Skonieczny & Supervisor Boulier. Motion Carried.

8) Brief Comments from the Floor:

1. L. Varty – questioned land splits.
2. Heather Stewart discussed the following topics:
 - a. Assessment ratio for Residential, Agricultural, Commercial and Industrial increased 2% to 7.3% for 2018.
 - b. Inflation rate used in the 2018 capped value formula is 1.021.
 - c. Basics of Assessing and AMAR Class is being offered to Township Officials on 6-8-18.
 - d. Changes will be made to BS&A Assessing Database when implementing the State Tax Commission Cost Manual.
 - e. Industrial Facilities Tax Abatements, as they expire over the next few years will become Eligible Manufacturing Personal Property.

9) Moved by Trustee Boeck. Seconded by Trustee Mollan to adjourn. Motion Carried. Meeting adjourned at 7:55 pm.

Joyce A. Skonieczny
Clerk