

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 4, 2019
7:00 p.m.

Supervisor Boulter called the meeting to order at 7:00 p.m. with the Pledge of Allegiance to the Flag. Roll Call: Present- Trustees Boeck, Mollan, Kays, Clerk Skonieczny. Absent- Trustee Hovis & Treasurer Hanrahan (Excused).

1) Moved by Trustee Kays. Seconded by Trustee Mollan to accept the minutes of the January 7, 2019 Township Board Meeting. Motion carried.

2) Moved by Trustee Mollan. Seconded by Clerk Skonieczny to pay all bills.

GENERAL FUND

KELLY LAW FIRM	LEGAL FEES	\$56.00
R FISCELLI	HALL RENTAL REFUND	50.00
R HANRAHAN	PETTY CASH	68.12
STAPLES	OFFICE SUPPLIES	35.28
R HANRAHAN	MILEAGE - DECEMBER	12.18
R HANRAHAN	MILEAGE - JANUARY	33.06
A SINGER	MEDICAL	75.00
NATIONWIDE	ADMINISTRATION FEE	18.00
NATIONWIDE	DEFERRED COMP	1,728.87
NATIONWIDE	PENSION	288.00
ST JOHN	MEDICAL	72.63
STAPLES	OFFICE SUPPLIES	82.60
SAM'S CLUB	OPERATING SUPPLIES & TRUCK FUEL	60.67
PLANET TECHNOLOGIES	EMAIL ADDRESSES	462.24
SCC RESA	FIBER LINE	630.42
VERIZON WIRELESS	PHONES	104.60
DTE ENERGY	TWP HALL	239.35
MARCOTTE DISPOSAL	REFUSE COLLECTION	33,046.72
J&J LAWN	PLOWING & SALTING	2,710.00
JANETIZE IT	HALL CLEANING	500.00
DTE ENERGY	STREETLIGHTS	47.58
	TOTAL GENERAL FUND	40,321.32

INSPECTION FUND

K. KLIEMAN	JANUARY INSPECTION COMMISSION	\$737.60
R HANRAHAN	PETTY CASH	20.00
	TOTAL INSPECTION FUND	757.60

SEWER FUND

STAPLES	OFFICE SUPPLIES	66.98
CHOPP D	TRANSPORTATION	37.12

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CHOPP J	TRANSPORTATION	191.40
DTE ENERGY	PUMP STATION	761.20
CHOPP D	DPW SERVICES	100.00
CHOPP J	DPW SERVICES	875.00
BLUETARP	PUMP STATION MAINTENANCE	600.00
DELUDE CONSTRUCTION	STATION 2 MAINTENANCE	950.00
	TOTAL SEWER FUND	3,581.70
 WATER FUND		
STAPLES	OFFICE SUPPLIES	66.98
CHOPP D	TRANSPORTATION	37.12
CHOPP J	TRANSPORTATION	191.40
CHOPP D	DPW SERVICES	575.00
CHOPP J	DPW SERVICES	2,750.00
ETNA SUPPLY	METER COVERS	318.00
	TOTAL WATER FUND	3,938.50
	BILLS TO BE APPROVED 2-4-19	48,599.12
		51,081.90
	TOTAL ALL FUNDS	99,681.02

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

3) Moved by Clerk Skonieczny. Seconded by Trustee Boeck to adopt Resolution 19-02

Resolution Setting Poverty Guidelines for 2019

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 that 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 2019 ASSESSMENT YEAR, October 22, 2018 state the income levels as follows:

Size of Family Unit	Poverty Guidelines
1	\$ 12,140
2	\$ 16,460
3	\$ 20,780
4	\$ 25,100
5	\$ 29,420
6	\$ 33,740
7	\$ 38,060

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8	\$ 42,320
For each additional person	\$ 4,320

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.
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.

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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.

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

4) Moved by Trustee Kays. Seconded by Trustee Boeck to adopt Resolution 19-03

Resolution to Change First March Board of Review Meeting for Appeals

Whereas, the governing body of a Township may authorize an alternative starting date for this meeting, either the Tuesday or the Wednesday following the second Monday in March. Other dates for public hearings may be scheduled in accordance with Act 267. P.A. 1976, Open Meetings Act.

Now, therefore, be it hereby resolved that the first 2019 March Board of Review meeting date for hearing taxpayer appeals is changed from Monday March 11, 2019 to Tuesday March 12, 2019. This first session must start no earlier than 9 a.m. and no later than 3 p.m. and continue in session during the day for not less than 6 hours.

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

5) The Township Board discussed sale of Township owned vacant property on Wadhams Road - 6.76 acres. Gordon Decker from Life in Christ Church addressed the Township Board regarding the sale of property. He stated the church would like to construct a parking lot on the north & on the south side, maybe a building. Moved by Trustee Mollan. Seconded by Boeck to research an appropriate price to sell parcel 74-30-009-3004-000 to the Life in Christ Church. Roll Call: Yes- Trustees Boeck, Mollan, Kays, Clerk Skonieczny & Supervisor Boulier. Motion Carried.

6) Moved by Trustee Boeck. Seconded by Trustee Mollan to approve the Township Bookkeeper's hours. Twelve hours per month except for audit & end of quarter time at which time additional hours are okay but total yearly hours not to exceed 150 hours from January 2019 through December 31, 2019. Roll Call: Yes- Trustees Boeck, Mollan, Kays, Clerk Skonieczny & Supervisor Boulier. Motion Carried.

7) Moved by Clerk Skonieczny. Seconded by Trustee Mollan to allow Township Board Members to attend the St. Clair County Chapter of the MTA 2019 Annual Dinner Meeting at the cost of \$30.00 per person. Roll Call: Yes- Trustees Boeck, Mollan, Kays, Clerk Skonieczny & Supervisor Boulier. Motion Carried.

8) Moved by Trustee Mollan. Seconded by Trustee Kays to reserve one room for Don & Jon Chopp, DPW at the Grand Traverse Resort for attending the Michigan Rural Water Association Conference. Roll Call: Yes- Trustees Boeck, Mollan, Kays, Clerk Skonieczny & Supervisor Boulier. Motion Carried.

9) Township Board discussed Allen Road blight. Moved by Trustee Boeck. Seconded by Trustee Mollan to obtain three estimates to finish clean-up of the property. Property Owners will be given to March 31, 2019 to comply. Roll Call: Yes- Trustees Boeck, Mollan, Kays, Clerk Skonieczny & Supervisor Boulier. Motion Carried.

10) Linda Garza addressed the Township Board regarding the Parks & Recreation Photo Challenge. Rules & Application Forms regarding contest was presented to the Township Board. Supervisor Boulier will check with Township Attorney to determine if the contest conforms to Township Rules & Regulations

11) Moved by Trustee Mollan. Seconded by Trustee Boeck to adjourn. Motion Carried. Meeting adjourned at 7:58 pm.

Joyce A Skonieczny
Clerk