

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 3, 2020
 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, Treasurer Hanrahan & Clerk Skonieczny. Excused Trustee Hovis.

1) Moved by Clerk Skonieczny. Seconded by Trustee Mollan to accept the Treasurer's Report. Motion Carried.

2) Moved by Trustee Kays. Seconded by Trustee Boeck to accept the minutes of the January 6, 2020 Township Board Meeting. Motion Carried.

3) Moved by Trustee Kays. Seconded by Trustee Hanrahan to pay all bills with review of Planet Technology Invoice.

GENERAL FUND

AT & T	PHONES	433.81
SCC IT	ASSESSING MAPS	160.00
STAPLES	OFFICE SUPPLIES	365.83
R. HANRAHAN	MTA WORKSHOP	549.46
SAM'S CLUB	OFFICE SUPPLIES	85.68
C. CUNNINGHAM	BOOKKEEPING SERVICES DECEMBER 8.5 HOURS	255.00
PLANET TECHNOLOGIES	EMAIL ADDRESSES	462.24
NATIONWIDE	PENSION	305.11
NATIONWIDE	DEF COMP	1,873.50
VERIZON	PHONES	105.02
EXXON MOBIL	TRUCK FUEL	19.78
DTE ENERGY	TOWNSHIP HALL	325.36
MARCOTTE	REFUSE	33,957.44
J & J LAWN	SNOW PLOWING & SALTING	1,565.00
JANETIZE IT	HALL CLEANING	500.00
CARL'S SEPTIC	PORTABLE RESTROOM	160.00
DTE ENERGY	STREETLIGHTS	49.91
	TOTAL GENERAL FUND	41,173.14

ROAD FUND

SCC ROAD COMMISSION	19 LRFAP-ALLINGTON PRESERVATION	4,780.25
SCC ROAD COMMISSION	DRAIN REM/REP CMP ON TRUMBLE AT ALLINGTON	437.10
SCC ROAD COMMISSION	REP BRIDGE/PAVEMENT ON FRITH RD BRIDGE OVER HOLLAND DRAIN	1,478.06
	TOTAL ROAD FUND	6,695.41

INSPECTION FUND

W. KLAASSEN	INSPECTOR COMMISSION	150.00
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R. BULLOCK	INSPECTOR COMMISSION	40.00
K. KLIEMAN	INSPECTOR COMMISSION JANUARY	1,835.20
	TOTAL INSPECTION FUND	2,025.20
 SEWER FUND		
D. CHOPP	TRANSPORTATION	111.27
J. CHOPP	TRANSPORTATION	143.75
DTE ENERGY	PUMP STATION	867.06
D. CHOPP	DPW SERVICES	750.00
J. CHOPP	DPW SERVICES	1,750.00
DELUDE	PUMP STATION MAINTENANCE @ STATION 4	5,090.00
	TOTAL SEWER FUND	8,712.08
 WATER FUND		
D. CHOPP	TRANSPORTATION	111.26
J. CHOPP	TRANSPORTATION	143.75
D. CHOPP	DPW SERVICES	625.00
J. CHOPP	DPW SERVICES	250.00
DELUDE	REPLACED WATER SHUT OFF BOX & ROD AT 4137 BLUE RIVER	1,200.00
	TOTAL WATER FUND	2,330.01
	 TOTAL BILLS TO BE APPROVED 2-3-2020	 60,935.84
	 TOTAL BILLS TO BE APPROVED 1-20-2020	 55,542.22
	 TOTAL ALL FUNDS	 116,478.06

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

4)Moved by Supervisor Boulier. Seconded by Clerk Skonieczny to amend the agenda to include Aerial Imagery 2020 Flight. Roll Call: Yes-Trustees Boeck, Mollan & Kays, Treasurer Hanrahan, Clerk Skonieczny & Supervisor Boulier. Motion Carried.

5)Moved by Trustee Kays. Seconded by Treasurer Hanrahan to upgrade Aerial Imagery 2020 Flight to 6” resolution. County Contribution cost of \$1,355.96. St Clair Township cost of \$1,355.96. Roll Call: Yes-Trustees Mollan & Kays, Treasurer Hanrahan, Clerk Skonieczny & Supervisor Boulier. No-Trustee Boeck. Motion Carried.

6)Moved by Trustee Kays. Seconded by Clerk Skonieczny to adopt Resolution 20-03:

Resolution Setting Poverty Guidelines for 2020

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

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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. 14 of 2019, PROCEDURAL CHANGES FOR THE 2020 ASSESSMENT YEAR, October 14, 2019 state the income levels as follows:

Size of Family Unit	Poverty Guidelines
1	\$ 12,490
2	\$ 16,910
3	\$ 21,330
4	\$ 25,750
5	\$ 30,170
6	\$ 34,590
7	\$ 39,010
8	\$ 43,430
For each additional person	\$ 4,420

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 property not exceeding \$100,000 in SEV.
 - 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.
5. Income exclusions that can be included to adjust an applicant’s income even if his/her income is outside of adopted poverty guidelines included the following:

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- a. Medical bills.
 - b. Student loan debt and/or payments not in forbearance.
6. The township clerk will review for person registered to vote at the address of a property that is being considered by the Board of Review for a poverty exemption.

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 Boeck, Mollan & Kays, Treasurer Hanrahan, Clerk Skonieczny & Supervisor Boulier. Motion Carried.

7)Moved by Clerk Skonieczny. Seconded by Treasurer Hanrahan to adopt Resolution 20-04:

The 2020 March Board of Review shall meet on the second Monday in March for the purpose of hearing taxpayer appeals.

The governing body of the city or township may authorize, by adoption of an ordinance or resolution, one or more of the following alternative meeting dates for the purposes of this section: The governing body of a Township may authorize an alternative starting date for this meeting, either the Tuesday or Wednesday following the second Monday in March. Other dates for public hearings may be scheduled in accordance with Act 267. P.A. 1976, Open Meeting Act.

The St Clair Township Board of Trustees on February 3, 2020 by resolution is setting the first public hearing meeting date of the 2020 March Board of Review to Wednesday March 11th from 2 p.m. to 5 p.m. and 6 p.m. to 9 p.m. for public hearings.

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

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8)Moved by Clerk Skonieczny. Seconded by Trustee Kays to allow Don and Jon Chopp, DPW to attend the Michigan Rural Water Association Annual Management & Technical Conference, March 18th-20th, 2020 in Mount Pleasant, Michigan with expenses not to exceed \$1700.00. Roll Call: Yes-Trustees Boeck, Mollan & Kays, Treasurer Hanrahan, Clerk Skonieczny & Supervisor Boulier. Motion Carried.

9)Moved by Treasurer Hanrahan. Seconded by Trustee Mollan to allow Don & Jon Chopp, DPW to attend the Michigan Lead & Copper Rule Workshop on May 18, 2020 at a cost of \$50.00 per person and mileage paid. Roll Call: Yes-Trustees Boeck, Mollan & Kays, Treasurer Hanrahan, Clerk Skonieczny & Supervisor Boulier. Motion Carried.

10)Moved by Trustee Kays. Seconded by Treasurer Hanrahan that Township Board Members be allowed to attend the Economic Growth Annual Luncheon at a cost of \$40.00 per person. Roll Call: Yes-Trustees Boeck, Mollan & Kays, Treasurer Hanrahan, Clerk Skonieczny & Supervisor Boulier. Motion Carried.

11)Call from the table:

A)Supervisor Boulier stated the 2020 annual meeting between the St. Clair County Road Commission and St Clair Township is scheduled for February 27, 2020 from 1-3 pm.

B)Treasurer Hanrahan presented plaque she received for completion of the Certified Public Funds Investment Manager Workshop she attended in January.

12)Call from the floor:

A)Kimberly Bizon, announced she is running as a Democratic candidate for the Michigan 10th Congressional District.

Moved by Trustee Mollan. Seconded by Trustee Boeck to adjourn. Meeting adjourned at 7:24 pm.

Joyce A. Skonieczny
Clerk