

**Mitchell Township Board  
February 10, 2020  
Meeting Minutes**

The Regular Meeting of the Mitchell Township Board was called to order by Supervisor Brimm, on Monday, December 9, 2019 at 7:10 p.m. at the Mitchell Township Hall, 6849 W. Tower Road, Curran, Michigan.

**Members present:** Supervisor Carla Brimm, Treasurer Kevin Small, Clerk Donita Charron, Trustee Paula Taylor and Trustee Douglas (Mike) Lay

**Members absent:**

**Others present:** Commissioner Wnuk and one member of the community

**December 9, 2019 Regular Meeting Minutes**

*It was moved by Small, supported by Taylor, to approve the December Regular Minutes.*

*Yes – 5 No – 0 Absent – 0 Motion Carried.*

**December and January Financial Reports**

*It was moved by Small, supported by Taylor to file December and January financial reports.*

*Yes – 5 No – 0 Absent – 0 Motion Carried.*

**Public Comment:** Commissioner Wnuk attended District Health meeting and we discussed the privatizing of mental health. He also spoke about Senate Bill 431 and how it may affect local zoning laws.

**Departmental Reports**

**Assessing**

**2020-1 RESOLUTION FOR POVERTY EXEMPTION**

WHEREAS, the adoption of guidelines for poverty exemptions is required of the Mitchell Township Board and

WHEREAS, the principal residence of persons, who the Supervisor/Assessor and Board of Review determines by reason of poverty to be unable to contribute to the public charge, is eligible for exemption in whole or in part from taxation under Public Act 390 of 1994 (MCL 211.7u); and

WHEREAS, pursuant to PA 390 of 1994, the Township of Mitchell of Alcona County adopts the following guidelines for the Board of Review to implement. The guidelines shall include but not be limited to the specific income and asset levels of the claimant and all persons residing in the household, including any property tax credit returns, filed in the current or immediately preceding year;

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

- 1) Be an owner of and occupy as a principal residence the property for which an exemption is requested.
  - File a claim with the supervisor/assessor or Board of Review, accompanied by federal and state income tax returns for all persons residing in the principal residence, including any property tax credit returns filed in the immediately preceding year or in the current year or a signed State Tax Commission Form 4988, Poverty Exemption Affidavit.

- File a claim reporting that the combined assets of all persons do not exceed the current guidelines. Assets include but are not limited to, real estate other than the principal residence, personal property, motor vehicles, recreational vehicles and equipment, certificates of deposit, savings accounts, checking accounts, stocks, bonds, life insurance, retirement funds, etc.
- Produce a valid driver's license or other form of identification if requested.
- Produce, if requested, a deed, land contract, or other evidence of ownership of the property for which an exemption is requested.
- Meet the federal poverty income guidelines as defined and determined annually by the United States Department of Health and Human Services or alternative guidelines adopted by the governing body providing the alternative guidelines do not provide eligibility requirements less than the federal guidelines.
- The application for an exemption shall be filed after January 1, but one day prior to the last day of the December Board of Review. The filing of this claim constitutes an appearance before the Board of Review for the purpose of preserving the right of appeal to the Michigan Tax Tribunal.

The following are the 2020 federal poverty income guidelines which are updated annually by the United States Department of Health and Human Services. The annual allowable income includes income for all persons residing in the principal residence.

#### Federal Poverty Guidelines Used in the Determination of Poverty Exemptions

Size of Family Unit	2020 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

NOW, THEREFORE, BE IT HEREBY RESOLVED that the supervisor/assessor and Board of Review shall follow the above stated policy and federal guidelines in granting or denying an 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 reasons are communicated in writing to the claimant.

The foregoing resolution offered by Township Board Member **Donita Charron** and supported by Township Board Member **Kevin Small**.

Upon roll call vote, the following voted:"Aye": Paula Taylor, Kevin Small, Carla Brimm, Donita Charron and Douglas (Mike) Lay

"Nay": None

Township Clerk declared the resolution adopted.

## Resolution 2020-2 Asset Level Test for Board of Review

February 10, 2020

It was moved by Small, supported by Charron to adopt the following Asset Level Test for Board of Review use:

“ That the tangible assets not exceed \$10,000 excluding the primary residence, 1 automobile and/or \$5,000 in liquid assets.”

If any pertinent additional information is forthcoming, the determination may be amended based on consideration deemed relevant by the Board of Review on a case by case basis.

Income producing parcels may be treated at discretion by the Board of Review.

This resolution shall remain in affect until modified by action of the Mitchell Township Board.

By a Roll Call Vote the following voted:

Aye: Small, Brimm, Charron, Lay and Taylor

Nay: None

Absent: None

### **Fire Department**

- 0 Fire and 1 Medical Run for January
- New law will make it so the Chief and Assistant Chief will have to have 300 hours of continuing education every 3 years

### **Planning Commission**

*It was moved Brimm, supported by Taylor to appoint Keegan Small to the Planning Commission  
Yes – 5 No – 0 Absent – 0 Motion Carried.*

### **Zoning Administrator**

- December and January no activity

### **Cemetery**

- Curran Cemetery Map may need to have amendments made to it to correct layout problems

### **Roads**

- The Board will look into a possible Road Millage for one of the upcoming elections in 2020

### **Building**

- None

### **Park**

- None

### **Election**

*It was moved by Charron, supported Small to pay Election Source \$690.00 for software updates  
Yes – 5 No – 0 Absent – 0 Motion Carried.*

### **Correspondence**

*It was moved by Charron, supported by Taylor to sign an agreement with Schultz, Oswald, Miller and Edwards PC to perform the Townships FY 19-20 Audit.*

*Yes – 5 No – 0 Absent – 0 Motion Carried.*

**Old Business**

- None

**New Business**

Budget Hearing Workshop will be February 27<sup>th</sup> at 6:00 p.m.

Budget Hearing will be March 9<sup>th</sup> at 6:30 p.m.

Next meeting March 9, 2020 at 7:00 p.m.

Meeting adjourned 8:55 p.m.



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Donita Charron, Clerk



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Carla Brimm, Supervisor