

The regular monthly meeting of the Manistee Township Board was held on Thursday, February 8, 2018 at 7:00 P.M. at the Manistee Township Hall. Board members present were Supervisor Dennis Bjorkquist, Trustee Guy Finout, Treasurer Connie Jankwietz, and Clerk Dianne Taylor. Trustee Dontz was absent. Also present were Fire Chief Chuck Barron, County Commissioner Jeff Dontz, Dan Revolt, Keith Brown with PEG, Sarah Archer with Manistee County Recycling, Dan Ursum, Elizabeth Laskey, Cindy Sedelmaier, Peggy Acton, Karen Franckowiak, Marilyn Barker, Pete Ramon, and Julie Payne. .

Supervisor Dennis Bjorkquist called the meeting to order. All attending stood and said the pledge to the United States flag.

Minutes of the January 11, 2018 Manistee Township Board meeting and the January 11, 2018 special meeting were provided. Treasurer Jankwietz made the motion to approve the minutes as written, seconded by Trustee Finout. All in favor; motion carried.

Treasurer Jankwietz provided the Treasurer's report for the month of January 2018. The receipts were \$75,586.16, expenditures were \$70,528.19, leaving a balance of \$65,767.89 in the General Fund as of January 31, 2018. The report was placed on file.

Manistee Township Planning Commission accepted minutes for the January 4, 2018 meeting were in the board packets.

Manistee Township Zoning Board of Appeals did not meet; no appeals to be heard.

In public comment, several members of the Manistee Pickleball Group asked about updating the township courts for the upcoming season. Assistance with grant writing and offers of funds to assist in getting the work "all done at one time" were made by the Group. Supervisor Bjorkquist explained another grant is being applied for and research is being done to create the best possible recreation plan for the area.

County Commissioner Jeff Dontz reported on county activities for the month of January. The LRBOI has its new economic development plan in place which will include a pharmacy for all to use. The City of Manistee said no to curbside recycling as the cost was too high. The final numbers for the County included a surplus of \$23,000.00 for the year. The new County Administrator will begin on February 20 as Tom Kaminski will retire on February 28th. Brian Gutowski is a certified active shooter trainer and is offering training in the area on behalf of the Manistee County Sheriff's office. Sheriff O'Hagen is recruiting trainees for his department. Barbara Sleder has joined the Library Board. Bay Area Recycle is the largest recycle facility for mattresses in the Midwest; they intent to rebuild after the recent fire at their Kaleva facility. Central Dispatch expects to have texting notification available in the county by the end of this year.

Trustee Finout, as Zoning Administrator, reported on the activity in the Zoning office for January. There were no new complaints; one (1) new permit and one (1) construction application were issued. The zoning ordinance amendment has been written and reviewed by the Planning Commission. The amendment would allow a large solar farm at the Heathlands Golf Course. The public hearing is scheduled for 7:00 P.M. on Tuesday, February 27, 2018 at the Manistee Township Hall. The permit denial on a private road issue is the result of zoning inconsistencies that the planning commission is working to resolve. The LRBOI is proposing a two percent (2%) increase in rates for the commercial customers utilizing the sewer system; residential rates will

remain the same. Oak Grove is proposing a Planned Unit Development on twenty (20) acres located in the township at the end of Washington Street. The planning commission will seek proposals to update the current Master Plan. Since the text is correct, and it just the data that needs updating, the goal will be to utilize an engineering firm that already works in our area.

Fire Chief Barron reported the department held five (5) training/meeting sessions, six (6) fire runs, and thirteen (13) medical runs. Truck #131 continues to have mechanical issues; the new flashlights and water rescue suits have arrived. Training for Firefighter One and Firefighter Two is continuing. James Schoedel is a new applicant. Another EMR course will be offered in June at Munson; the class takes eighty (80) hours to complete. The revenue sharing granted to the county fire departments for new boots is still being processed. The Par Plan Grant application was denied. Bay Area Recycling hosted a Thank You party for the fire department in Kaleva as a way of expressing their thanks for minimizing the damage to their facility during the recent fire.

Supervisor Bjorkquist, as Liquor Inspector, stated there were no changes for February.

Sarah Archer, Recycling Coordinator for PA69 Recycling Program, provided the board with information about the organization, the current participants, current locations, site monitoring and maintenance. Currently, seven of the 14 Manistee County townships participate in the program at a cost of \$16.00 per improved residential parcel.

Historically, Manistee County has provided tax services for Manistee Township. Treasurer Jankwietz made the motion to approve the 2018 Contract with Manistee County for Tax Map and Assessment Roll Maintenance, Tax Bill, and Computer Services at a cost of \$4.02 per parcel; Clerk Taylor seconded. All in favor; motion carried. In addition, Treasurer Jankwietz made the motion to approve the 2018 Contract with Manistee County for S.E.T. Summer Tax Collection at a cost of \$1.00 per parcel; Clerk Taylor seconded. All in favor; motion carried.

A motion to approve a Contract with Brown Township for the Manistee Township Fire Department to provide fire department services to Brown Township for 2018 was made by Treasurer Jankwietz and seconded by Trustee Finout. All in favor; motion carried.

Resolution 2018-01 to Adopt Manistee Township Poverty Exemption Income Guidelines and Asset Test was presented to the Board.

Resolution 2018-01

Manistee Township Poverty Exemption Income Guidelines and Asset Test

WHEREAS, the homestead of persons who, in the judgment of the supervisor and board of review, by reason of poverty, are unable to contribute to the public charges is eligible for exemption in whole or part from taxation under the General Property Tax Act; and

WHEREAS, the township board is required by Section 7u of the General Property Tax Act, Public Act 206 of 1893 (MCL 211.7u), to adopt guidelines for poverty exemptions;

NOW, THEREFORE, BE IT HEREBY RESOLVED, pursuant to MCL 211.7u, that Manistee Township, Manistee County, adopts the following guidelines for the supervisor and 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 homestead the property for which an exemption is requested.
- 2) File a claim with the supervisor or 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 guidelines as defined and determined annually by the United States Office of Management and Budget.
- 6) Meet additional eligibility requirements as determined by the township board, including the Asset Test adopted by the Manistee Township Board on March 9, 2017 defined as follows: The assets of the applicants, other than the homestead, shall not exceed \$10,000.00 in value to be eligible for consideration. Assets do not include the homestead. For purposes of this paragraph, the Board of Review shall consider the value of the assets and shall not reduce such value by any indebtedness owed on such assets, or indebtedness otherwise owed by the applicant. If the applicant could receive or has received a refund of more than 50% of the real estate taxes through a Homestead Property Tax Credit Claim (Form MI-1040CR) for the most recent year the applicant shall be denied.

BE IT ALSO RESOLVED that the 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 are communicated in writing to the claimant.

The foregoing resolution offered by Board Member Finout and supported by Board Member Jankwietz.

Upon roll call vote, the following voted "Aye:" Finout, Jankwietz, Taylor, Bjorkquist

"Nay" None Absent: Dontz

The Supervisor declared the resolution adopted.

Dianne Taylor, Clerk

I, Dianne Taylor, the duly elected Clerk of Manistee Township, hereby certify that the foregoing resolution was adopted by the township board of said township at the regular meeting of said board held on

February 8, 2018, at which meeting a quorum was present by a roll call vote of said members as hereinbefore set forth; that said resolution was ordered to take immediate effect.

Dianne Taylor, Clerk

Due to a conflict, the March Board meeting date needs to be changed. Treasurer Jankwietz made the motion to change the Manistee Township Board meeting date from March 8, 2018 to March 15, 2018 at 7:00 pm at the Manistee Township Hall; Clerk Taylor seconded. All in favor; motion carried.

The Township would like to apply for a grant to assist in the renovation of the tennis/pickleball courts located near the Hall.

Resolution No. 2018-02

Resolution to Approve Grant Submission for Tennis/Pickleball Court Repairs

WHEREAS, The Township of Manistee recognizes the need for repairs to the Tennis Court/Pickleball courts to insure safety and reduce potential injury to the players utilizing the courts, and

WHEREAS, there is Health Department Grant funding available through the Northwest Michigan Health Department,

BE IT RESOLVED, the Manistee Township Board approves the submission of a grant application to the Health Department of Northwest Michigan Grant Program for the purchase of labor and supplies necessary to repair and restore the surfaces and surrounding grounds at the Manistee Township Tennis/Pickleball Courts.

Treasurer Jankwietz made the motion to approve the resolution, Trustee Finout seconded. The motion carried in a roll call vote. Yeas: Jankwietz, Taylor, Finout, Bjorkquist. Nays: None Absent: Dontz.

The Supervisor declared the resolution approved.

Dianne Taylor, Clerk

I, Dianne Taylor, the duly appointed and acting Clerk of Manistee Township do hereby certify the foregoing is a true and correct copy of the duly approved resolution adopted at the regular meeting of the Manistee Township Board, and a true and correct copy is included in the February 8, 2018 Manistee Township Board Minutes.

Dianne Taylor

Manistee Township Clerk

The bills have been provided. Trustee Finout made the motion to pay the bills for the month as they are received; Treasurer Jankwietz seconded. All in favor; motion carried.

Manistee County MTA Meeting has not been scheduled as yet.

Manistee Zoning Board of Appeals - Tuesday, March 6, 2018 at 7:00 p.m. at the Manistee Township Hall, 410 Holden Street.

Board of Review – Organizational meeting Only- Tuesday, March 6, 2018 at 5:30 PM at the Manistee Township Hall (in the Board Room), 410 Holden Street.

Manistee Township Planning Commission – Thursday, March 1, 2018 at 7:00 p.m. at the Manistee Township Hall.

Board of Review – Appeals – Monday, March 12, 2018 from 2:00 PM to 5:00 PM and 6:00 PM to 9:00 PM and Tuesday, March 13, 2017 from 9:00 to 12:00 PM and 1:00 PM to 4:00 PM at the Manistee Township Hall, 410 Holden Street.

Next regular meeting of the **Manistee Township Board** will be held on **Thursday, March 15, 2018 at 7:00 P.M. at the Manistee Township Hall, 410 Holden Street.**

In public comment, Dan Ursum thanked Supervisor Bjorkquist for coordinating the efforts of the County, Township, and Drain Commissioner offices to get the Bar Lake channel opened up so quickly during the last thaw. As a result of his efforts, flooding was kept to a minimum.

There being no further business to come before the board, it was moved by Treasurer Jankwietz, seconded by Trustee Finout to adjourn the meeting at 7:50 PM. All in favor; motion carried.

Respectfully submitted,

Dianne Taylor
Manistee Township Clerk