

# **Charter Township of Port Huron Board**

**Regular Meeting Held March 2, 2020 at 7:00 P.M.**

**3800 Lapeer Road, Port Huron, MI 48060**

## **MINUTES**

### **ROUTINE BUSINESS:**

The pledge of allegiance stated.

Roll Call: Trustees Dudas, Livingston, Riehl, Reno, Treasurer Shonka, Clerk Davis, Supervisor Lewandowski

Special Guests: Residents, Karen Vanderhavel

### **APPROVAL OF MINUTES:**

Motion by Livingston supported by Dudas to approve the February 17, 2020 Regular Board Meeting Minutes.

*Vote: All in favor*

*Result: Motion Carried*

### **PUBLIC COMMENTS:**

Karen Vanderhavel 3620 Kraft Rd, Ft Gratiot, MI 48059. Candidate for District Court Judge introduced herself and provided personal history.

### **UNFINISHED BUSINESS:**

No unfinished business presented.

### **NEW AGENDA ITEMS:**

#### **A. Approve work order from Road Commission for the Asphalt Ultra-thin projects for Black Forest Subdivision, Wexford Circle and Brownwood Dr:**

Motion by Livingston supported by Dudas to approve the approve work order from Road Commission for the Asphalt Ultra-thin projects for Black Forest Subdivision, Wexford Circle and Brownwood Dr. with the Township's cost to be approximately \$83,420.00

*Roll Call Vote: Ayes: Livingston, Dudas, Riehl, Reno, Shonka, Davis, Lewandowski*

*Nays: None*

*Absent: None*

**Result: Motion Carried**

#### **B. Approve addendum to the Information Technology Services contract with St. Clair County RESA:**

Motion by Dudas supported by Reno to approve addendum to the Information Technology Services contract with St. Clair. County RESA.

*Roll Call Vote: Ayes: Dudas, Reno, Riehl, Livingston, Shonka, Davis, Lewandowski*

*Nays: None*

*Absent: None*

**Result: Motion Carried**

#### **C. Approve Resolution No2020-03-02.A – Resolution to Adopt Poverty Exemption Guidelines for 2020:**

**Port Huron Charter Township  
3800 Lapeer Road  
Port Huron, Michigan 48060**

**RESOLUTION NO. 2020-03-02.A**

**RESOLUTION TO ADOPT POVERTY EXEMPTION GUIDELINES  
2020 POVERTY INCOME LEVELS AND MAXIMUM ASSET STANDARDS**

**WHEREAS**, the adoption of guidelines for poverty exemptions is required of the Port Huron Charter Township Board of Trustees; and

**WHEREAS**, the principal residence of persons, whom the 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, Port Huron Charter Township, St. Clair County adopts the following guidelines and policy 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 as indicated below.

**POLICY:**

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.
2. File a claim with the Assessor or Board of Review, accompanied by federal and state income tax returns for all persons residing in the principal residence as appropriate, 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.
3. File a claim reporting that the combined assets of all persons do not exceed the current Maximum Asset Standards as listed. 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.
4. Produce a valid driver's license or other form of identification if requested.
5. Produce, if requested, a deed, land contract, or other evidence of ownership of the property for which an exemption is requested.

6. Meet the federal poverty income guidelines as defined and determined annually by the United States Department of Health and Human Services, as indicated below
  
7. File the application for an exemption after January 1, but prior to the close 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.

**POVERTY GUIDELINES / MAXIMUM ASSET STANDARDS:**

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.

| <b>2020 Federal Poverty Guidelines</b>       |                         |
|--|-------------------------|
| <b>Persons in family/household</b>           | <b>Income Guideline</b> |
| 1  | \$12,760                |
| 2  | \$17,240                |
| 3  | \$21,720                |
| 4  | \$26,200                |
| 5  | \$30,680                |
| 6  | \$35,160                |
| 7  | \$39,640                |
| 8  | \$44,120                |
| <b>For each additional person add \$4480</b> |                         |

The following are the 2020 Maximum Asset Standards as set forth by adoption of this resolution by the Charter Township of Port Huron Board of Trustees

| <b>2020 Maximum Asset Standards</b> |                         |
|-------------------------------------|-------------------------|
| <b>Persons in family/household</b>  | <b>Income Guideline</b> |
| 1                                   | \$30,000                |
| 2                                   | \$40,000                |
| 3                                   | \$45,000                |
| 4                                   | \$50,000                |
| 5                                   | \$55,000                |
| 6                                   | \$60,000                |
| 7                                   | \$65,000                |
| 8 or more persons                   | \$70,000                |

**NOW, THEREFORE, BE IT HEREBY RESOLVED**, that the Assessor and Board of Review shall follow the above stated policy, and the federal poverty income guidelines and maximum asset standards set forth herein shall be used 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.

Resolution brought forth by \_\_\_\_\_ and supported by \_\_\_\_\_

**Roll Call Vote: Ayes:**  
**Nays:**  
**Absent:**

**Resolution declared adopted this \_\_\_\_\_ day of March, 2020**

I hereby certify that the attached is a true and complete copy of a resolution adopted by the Board of Trustees of the Charter Township of Port Huron, County of St. Clair, State of Michigan, at a regular meeting held on the 2<sup>nd</sup> day of March, 2020, and that public notice of said meeting was given pursuant to and in full compliance with Act No. 267, Public Acts of Michigan, 1976, and that minutes of said meeting were kept and will be or have been made available as required by said act.

\_\_\_\_\_  
 Benita E. Davis, Township Clerk

Motion by Livingston supported by Davis to approve Resolution No2020-03-02.A – Resolution to Adopt Poverty Exemption Guidelines for 2020

*Roll Call Vote:* Ayes: Livingston, Davis, Riehl, Reno, Dudas, Shonka, Lewandowski  
 Nays: None  
 Absent: None **Result: Motion Carried**

### **APPROVAL OF BILLS**

Motion to approve payment of current bills by Shonka supported by Livingston.

Amount: \$1,019,038.65

Check #: 47514 - 47559

*Roll Call Vote:* Ayes: Shonka, Livingston, Dudas, Reno, Riehl, Davis, Lewandowski  
 Nays: None  
 Absent: None **Result: Motion Carried**

### **BOARD CORRESPONDENCE:**

Trustee Dudas stated there will be a Museum meeting on Thursday Mar 5<sup>th</sup>, 2020.

SEMCOG meeting upcoming

Informational Letter about a marihuana dispensary was discussed

Clerk Davis reminded the Election Committee members that the Public Accuracy Test for the March Presidential will be Thursday Mar 5<sup>th</sup> at 4:30.

Supervisor Lewandowski announced to the board members that DPW Supervisor Steve Peterson is retiring. Informed them of luncheon to come and the process to fill the vacated position is to have a panel of members conduct interviews.

**ADJOURNMENT:**

Motion by Riehl supported by Dudas to adjourn at 8:00 p.m.          Motion carried.

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Robert G. Lewandowski, Jr., Supervisor

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Benita E. Davis, Clerk