

Au Train Township Regular Board Meeting
February 11, 2019
6:00 o'clock p.m.

Pursuant to adjournment, the Au Train Township Board convened in the Community Building, Au Train, Michigan, on the above date at 6:00 p.m.

The Meeting was called to order by Supervisor Michelle Doucette, with the following members present: Mary Walther Johnson, Clerk; Kristy Cota, Treasurer; John Carr, Trustee and Jake Miller, Trustee.

*VISITORS PRESENT – Approximately 5 persons attended the Board Meeting. A complete sign up sheet is on file with Clerk Johnson.

*APPROVAL OF AGENDA

Additions and Changes to the Agenda were made as necessary. MOTION by Treasurer Cota, second by Clerk Johnson, to approve the Agenda as amended. MOTION CARRIED.

*MINUTES

MOTION by Clerk Johnson, second by Treasurer Cota, to approve the minutes of the January 14, 2019 Regular Board Meeting, as presented. MOTION CARRIED.

*BILLS AND CLAIMS

MOTION by Clerk Johnson, second by Trustee Carr, to accept this month's bill list as presented and authorize that they be paid as funds are available. JOHNSON, YES; CARR, YES; MILLER, YES; COTA, YES; DOUCETTE, YES. MOTION CARRIED. (General Fund Checks Numbered #16070 through #16076- Fire Fund Checks Numbered #8204 through #8215- Garbage Fund Check Numbered #2045).

*BOARD MEMBER REPORTS -

•TREASURER'S REPORT - For the Month of January 31, 2019, as presented by Kristy Cota, Treasurer

GENERAL FUND CHECKING

Beginning Balance	\$	101,813.89
Deposits		29,769.99
Interest		1.47
Disbursements		13,709.39
Ending Balance	\$	117,875.96

FIRE FUND CHECKING

Beginning Balance	\$	188,509.79
Deposits		83,177.59
Interest		3.15
Disbursements		7,638.72
Ending Balance	\$	264,051.81

Certificate of Deposit	\$	50,677.20
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GARBAGE FUND CHECKING

Beginning Balance	\$	67,330.17
Deposits		84,027.95
Interest		1.64
Disbursements		10,893.60
Ending Balance	\$	140,466.16

ROAD FUND CHECKING

Beginning Balance	\$	122,758.21
Deposits		56,018.26
Interest		2.12
Disbursements		
Ending Balance	\$	178,778.59

*A Complete copy of the January 31, 2019 Report is on file with Clerk Johnson.

Treasurer Cota noted that two dispersals were made in January for the Winter Tax Collection. February 28, 2019 is the last day for collection. She also noted that she balanced with the County.

*CLERK'S REPORT - Clerk Johnson updated the Board on recent activities. She noted that she is responding to a recent FOIA request for a wage report of all Board Members/Employees for 2018, started a trial period using Quickbooks Payroll, finished up and set out all W2's and 1099's and will continue preparing for the Budget Workshop meeting scheduled for February 25, 2019 at 5:00 pm.

*TRUSTEE'S REPORT - Trustee Carr noted that he attended the recent ZBA Meeting, and worked on getting the locks at the community building rekeyed. He also noted that Trudell completed the furnace maintenance at the fire halls, but still needs to complete the maintenance at the Community Building. Trustee Carr also updated the board on the upgrade to the security system progress.

Trustee Miller noted that he is attending the Fire Fighter training. He also noted that he is not receiving the CAD911 Systems Texts and will follow up with Chief King.

*SUPERVISOR'S REPORT - Supervisor Doucette updated the Board on recent meetings attended and contacts she had with residents over the past month. Supervisor Doucette noted that she attended the Board of Review Training with the MTA on February 6, 2019 with Board of Review members. Still waiting to hear from UPPCO regarding the street light list. Supervisor Doucette also noted that she followed up on a complaint regarding snowmobile noise at a rental property and the issue was resolved. A letter from Joe Cilc was received noting the Red Flagged Properties in the County for 2018. Water levels on the river are maintaining at a safe level. The Au Train Veterans Memorial will be included on the Tour of Honor for 2019 and finally, the Regional Government Meeting scheduled for February 27, 2019 as been cancelled.

*SPECIAL PRESENTATION - 6:34 pm. Mr. Ken Kleeman presented information to the Board, which included a zoning violation complaint against the Northwoods Resort, asking for status of his original complaint, and also noted that he is looking at starting up a resort on his property in the spring. He was instructed to contact the Zoning Administrator for information on the status of his complaint and the permit process for a resort.

*PUBLIC COMMENTS - 6:39 pm. Public Comments were received from Donna Shields.

***COMMITTEE REPORTS**

Financial Reports - Clerk Johnson presented January 2019 reports for all funds.

Zoning Administrator/Planning Commission/ZBA - Clerk Johnson noted that the Zoning Administrators Report has been received and is on file. The next meeting of the Planning Commission is scheduled for February 14, 2019 at 7:00 pm.

Assessor - The Assessor's Report has been received and is on file. The March Board of Review dates have been set. March 5th - Organizational at 6:00 pm; March 13th from 9:00-3:00 and March 14th from 3:00-9:00.

Clerk Johnson presented the proposal from KCI for the preparation and mailing of the Assessment Notices, as requested by Assessor Fuess. MOTION by Trustee Carr, second by Supervisor Doucette, to accept the proposal from KCI in the amount of \$1,292.60 for assessing contracted services. CARR, YES; DOUCETTE, YES; JOHNSON, YES; MILLER, YES; COTA, YES. MOTION CARRIED.

Maintenance Department - Ryan Walther was present to discuss recent activities from his department. He has been attending to snow removal mostly with all the snow. The light fixture at the Au Train Fire Hall was replaced. The entry door to the Clerk/Treasurer office will be replaced with a solid core door. Information was provided on the carpet replacement estimates. Ryan will work on obtaining an additional estimate from other vendors.

No report on the cemetery.

Community Building/Promotion - Treasurer Cota noted that there are no upcoming rentals or events planned.

Fire Department - Monthly report has been received and on file. Fire Chief Perry King was not present. Chief King noted that there were no calls for the month of January. Expenditures for the month were up slightly as some more gear needed to be ordered to replace what was handed out to the students taking the Fire Fighter Training Course. Two more stop signs for traffic control were ordered to use during roadway incidents.

County Commission Update - Commission Chair Jerry Doucette was present. He updated the Board on recent activities of the County Board.

***UNFINISHED BUSINESS**

Kleeman - Attorney Greg Murphy provided notice that Mr. Kleeman is appealing the decision from Judge Luoma. No date has yet been scheduled for the appeal.

Alger County Building Codes - Clerk Johnson noted that correspondence was received from Joe Cilc of the Alger County Building Codes Department noting his position on inspections and plans regarding short term rentals in the County. Mr. Cilc is requesting a list of all vacation rental properties located in Au Train Township. Clerk Rogers noted that she will send a response to Mr. Cilc noting his request and indicating that the Township does not have a complete list of all vacation rentals (legal or otherwise) at this time.

Business License - Action on the possibility of implementing a Business License Ordinance in the Township has been tabled. The Board will, however, begin to develop a list of rentals operating within the Township based on CUP's and VRBO listings.

Marihuana Opt in/Opt Out - Clerk Johnson noted that the Board needs to move forward with something regarding opting in or out at this time. If we do nothing than we are opting in. A draft to opt out will be prepared and presented at the March Regular Board Meeting.

Noise Ordinance - Review of the enforcement procedure was again discussed. After much discussion,

MOTION by Trustee Carr, second by Supervisor Doucette, that effective February 11, 2019, the Alger County Sheriff Department shall enforce the Au Train Township Noise Ordinance as written, as it's Designee. CARR, YES; DOUCETTE, YES; MILLER, YES; JOHNSON, YES; COTA, YES. MOTION CARRIED.

MOTION by Clerk Johnson, second by Trustee Miller, that it is the Policy of the Au Train Township Board, that effective February 11, 2019, all Noise Complaints should be directed to the Alger County Sheriff Department. JOHNSON; YES; MILLER, YES; COTA, YES; CARR, YES; DOUCETTE, YES. MOTION CARRIED.

***NEW BUSINESS**

Correspondence on file - Clerk Johnson noted that a request for funding from the All Night Senior Party has been received. No Board Action.

Guidelines Resolution for Poverty Exemption -

Au Train Township Board Resolution No. 2019-001
GUIDELINES RESOLUTION FOR POVERTY EXEMPTION

WHEREAS, the adoption of guidelines for poverty exemptions is required of the Au Train 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 Au Train, Alger 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.
- 2) 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.
- 3) 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.
- 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 or alternative guidelines adopted by the governing body providing the alternative guidelines do not provide eligibility requirements less than the federal guidelines.
- 7) 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 2019 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

<u>Size of "Family Unit"</u>	<u>2019 Federal Poverty Guidelines</u>
Household of: 1	\$12,140
2	\$16,460
3	\$20,780
4	\$25,100
5	\$29,420
6	\$33,740
7	\$38,060
8	\$42,380
For each additional person, add	\$4,320

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 the Au Train Township Board Member Clerk Johnson

and supported by the Au Train Township Board Member Supervisor Doucette

Upon roll call vote, the following voted:

"Aye": Johnson, Doucette, Cota, Miller, Carr

"Nay": None

The Au Train Township Clerk declared the resolution ADOPTED.

Mary Walther Johnson, Clerk

E Poll Book Grant Application - Clerk Johnson noted that the Township will be required to implement the E Poll Book for all future elections. The cost for all equipment is to be funded through a grant. The Grant Application was presented for consideration.

MOTION by Trustee Cota, second by Trustee Carr, to approve the Grant Application for E Poll Book Implementation as required by the State of Michigan - Secretary of State for all future elections. COTA, YES; CARR, YES; DOUCETTE, YES; MILLER, YES; JOHNSON, YES. MOTION CARRIED.

Quickbooks Payroll Service - Clerk Rogers noted that she would like to continue with the Quickbooks Payroll Service after the 30 day free trial period ends. It will run approximately \$30.00 per month, plus \$2.00 per month for each employee. The service allows for Direct Deposit of payroll with no fee.

MOTION by Trustee Carr, second by Trustee Miller, to continue with Quickbooks Payroll Service, and all fees and costs associated with the program. CARR, YES; MILLER, YES; DOUCETTE, YES; COTA, YES; JOHNSON, YES. MOTION CARRIED.

*PUBLIC COMMENT - 8:30 pm. Comments were received from Jerry Doucette and Matt Lang.

***ADJOURNMENT**

Being no further business, MOTION by Supervisor Doucette, second by Clerk Johnson, to adjourn the meeting. MOTION CARRIED. MEETING ADJOURNED at 8:41 pm.

Submitted by: Mary Walther Johnson, Au Train Township Clerk