

Au Train Township Regular Board Meeting
October 15, 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 Johnson, Clerk; Kristy Cota, Treasurer; John Carr, Trustee and Jake Miller, Trustee.

*VISITORS PRESENT – 2 persons attended the Board Meeting. A complete sign up sheet is on file with Clerk Rogers.

*APPROVAL OF AGENDA

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

*MINUTES

MOTION by Clerk Johnson, second by Treasurer Cota, to approve the minutes of the September 9, 2019 Regular Board Meeting, as presented. MOTION CARRIED.

*BILLS AND CLAIMS

MOTION by Clerk Johnson, second by Supervisor Doucette, to accept this month's bill list as presented and authorize that they be paid as funds are available. JOHNSON, YES; DOUCETTE, YES; COTA, YES; CARR, YES; MILLER, YES. MOTION CARRIED. (General Fund Checks Numbered #16210 through #16219- Fire Fund Checks Numbered #8295 through #8311- Garbage Fund Check Numbered #2055 and #2056)

*BOARD MEMBER REPORTS -

•TREASURER'S REPORT - For the Month of September 30, 2019

GENERAL FUND CHECKING

Beginning Balance	\$	123,797.10
Deposits		3,678.50
Interest		105.27
Disbursements		11,871.35
Total Checks Not Cleared		125.00
Ending Balance	\$	115,584.52

FIRE FUND CHECKING

Beginning Balance	\$	355,724.31
Deposits		
Interest		305.47
Disbursements		3,277.93
Total Checks Not Cleared		73.89
Ending Balance	\$	352,677.96

Certificate of Deposit	\$	50,955.46
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GARBAGE FUND CHECKING

Beginning Balance	\$	170,913.47
Deposits		
Interest		142.59
Disbursements		11,389.00
Ending Balance	\$	159,667.06

ROAD FUND CHECKING		
Beginning Balance	\$	269,729.29
Deposits		
Interest		232.78
Disbursements		
Ending Balance	\$	269,962.07

*A Complete copy of the September 30, 2019 Report is on file with Clerk Johnson.

Treasurer Cota noted that she will be attending a BSA Training on October 23, 2019 in Marquette. There is no cost for the training. Summer taxes are still being collected, but have entered the penalty phase.

*CLERK'S REPORT - Clerk Johnson noted that she continues to work on accreditation requirements through the state, new voter registrations and practice on the Electronic pollbook. Much of the month involved processing the application and providing additional information to obtain the insurance bid proposals.

*TRUSTEE'S REPORT - Trustee Carr noted that he attended 2 Fire Department meetings and the Planning Commission meeting. Trustee Miller had no report.

*SUPERVISOR'S REPORT - Supervisor Doucette updated the Board on recent activities, which include addressing several calls. Supervisor Doucette noted that she worked with Assessor Fuess on the language for the Poverty Exemption Guidelines, worked on the Veterans Memorial, attended the September 25th MSU Meeting, and addressed complaints about garbage being brought into the township for curbside pickup. She also spoke with Attorney Murphy and with Great American Disposal about our existing garbage contract and the possibility of adding tipper cans for collection.

*SPECIAL PRESENTATION - Nathan Michels of the US Census Bureau made a presentation to the Township about the upcoming census. April 1, 2020 is census day. Residents may respond via internet, phone or mailing. He will be looking to the Township to provide any assistance available to encourage full participation. It was noted that participation within the Township is important as it helps the Township with funding, grants, etc. Many funding options are based on US Census population numbers within each community.

*PUBLIC COMMENTS - None

***COMMITTEE REPORTS**

Financial Reports - Clerk Johnson presented monthly financial reports for all funds, in addition to the Quarterly and Year-to-Date reports. All reports were emailed to Board members prior to the meeting for review.

Zoning Administrator/Planning Commission/ZBA - Clerk Johnson noted that the monthly zoning report from ZA McCarthy has been received and is on file. The next meeting of the Planning Commission is scheduled for November 21st at 7:00 pm. They continue to review the Zoning Ordinance definitions.

Clerk Rogers will post a notice regarding the Planning Commission Member vacancy, that will be effective January 1, 2020 when Secretary/Member Kim Rolfe will not continue after her term expires. The Board will review Applications/Letters of Interest at the December Regular Board Meeting.

Assessor/Board of Review - Clerk Johnson noted that a written Assessor's Report has been received and is on file.

Maintenance Department Report/Comm Bldg./Promotions - Ryan Walther noted that the mower was picked up from Northland and will be stored for the winter. The Trailhead has been closed for the season with the bathrooms having been pumped and cleaned, cabin closed and the dock removed.

Trustee Carr noted that he spoke with Kopeky Well Drilling regarding abandoning the well at the ballpark if the Board decides to terminate the current lease. They would be able to address it in the spring and estimate the cost to be \$1,600.00. Clerk Rogers requested a copy of the Lease Agreement with the US Forest Service.

Cemetery - The cemetery water supply should be drained and lights off for the season.

Fire Department – Monthly report has been received and on file. Chief King noted there were 4 calls for the month of September. There will be extraction training coming up. The ladder testing and pump testing is complete. The DOT's have been completed as well. Sanderson will also be servicing the building generators as the same time the DOT's are scheduled.

Chief King also noted he is working on getting all the NFIRS reports completed. Discussion regarding the receipt of official fire department mail was made. A plan will be created to ensure prompt delivery. Perry also noted that we have two new department members, Ryan Walther and Richard Sneller. They will be huge assets to the Au Train Hall.

Chief King ended his report by stating that any department member who is interested in being considered for the Fire Chief position should get their resume and letter of interest into the Board for consideration at the December Board Meeting.

County Commission Update - None

*UNFINISHED BUSINESS

Guidelines Resolution for Poverty Exemption -

AU TRAIN TOWNSHIP

Resolution No. 2019-001 (Rvsd)

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 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. – See Asset Test Requirements, page 2.
- 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.

ASSET TEST REQUIREMENTS: Total Assets should not exceed \$50,000 in True Cash Value for eligibility for poverty exemption. This excludes the homestead being claimed, essential household goods (clothing and furniture), and the first \$5,000 of the market value of the claimant's motor vehicle.

Au Train Township may consider and require an applicant to list any of the following types of household assets to determine the person's eligibility for a poverty exemption:

- Second home with different Parcel ID#
- Land with different Parcel ID#
- Vehicles (\$5,000 allowed for vehicle of claimant)
- Recreational Vehicles, such as campers, motor homes, boats, ATV's, snowmobiles
- Buildings other than residence with different Parcel ID#
- Jewelry
- Antiques
- Artwork
- Equipment
- Other personal property of value
- Bank accounts over \$1,000.
- Stocks
- Money received from the sale of property
- Withdrawals of bank deposits and borrowed money
- Gifts, loans, lump-sum inheritances and one-time insurance payments

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 Treasurer Cota

and supported by the Au Train Township Board Member Trustee Carr

Upon roll call vote, the following voted:

"Aye": COTA, CARR, MILLER, DOUCETTE, JOHNSON

"Nay": NONE

The Au Train Township Clerk declared the resolution adopted.

Mary Walther Johnson 10/15/2019
Mary Walther Johnson, Clerk Date

*NEW BUSINESS

Correspondence - None

Budget Amendments -

Au Train Township Budget Resolution

Amendment No. 1

October 15, 2019

Re: FY Budget 2019-2020

WHEREAS, it is the responsibility of the Au Train Township Board to establish a General Appropriations Act for the purpose of budgeting the Township finances in a manner which does not allow expenditure, to exceed revenues, including any available unappropriated surpluses, and,

WHEREAS, the Au Train Township Board recognizes that some activities may require amendments to this Act, and such amendment shall be made by resolution of the Au Train Township Board; and

WHEREAS, the Au Train Township Appropriations Act for FY 2019-2020 does not permit deviations which cause expenditures for any activity to exceed budgeted amounts without amendment to the Act by the Au Train Township Board; and

WHEREAS, the Au Train Township Board has duly reviewed the budgets for the General Appropriations Act, which includes all funds of Au Train Township, at public meetings of the Au Train Township Board,

THEREFORE BE IT RESOLVED, that the Au Train Township Board hereby amends the Appropriations Act for FY 2019-2020 in accordance with budgetary information presented to the Board and the limitations defined within this Resolution.

The foregoing Resolution offered by Board Member: Johnson

Second offered by Board Member: Cota

Upon roll call vote the following voted:

"Aye": JOHNSON, COTA, MILLER, DOUCETTE, CARR

"Nay": NONE

The Supervisor declared the resolution adopted.

Mary Walther Johnson

Mary Walther Johnson, Au Train Township Clerk

	Current Budget	Amended Budget	Change
General Fund			
Revenues			
Metro Act	2800.00	2600.00	- 200.00
Interest Checking	15.00	1400.00	+1385.00
Expenditures			
Insurance	12000.00	14000.00	-2000.00
Assessor	31500.00	36000.00	-4500.00
Ending Fund Equity	87061.00	81746.00	-5315.00

Authorization is requested to increase Revenues and Expenditures in the General Fund. As it relates to the General Fund: The Revenues are decreased due to the actual receipt of funds for the Metro Act and increased due to actual and anticipated monthly deposits for checking account interest payments from Peoples State Bank. The Expenditures are increased due to the actual cost of insurance, as quoted and an increase in the monthly salary for the Assessor Contract.

	Current Budget	Amended Budget	Change
Fire Fund			
Revenues			
Interest Checking	50.00	3900.00	+3850.00
Expenditures			
Insurance	35000.00	20000.00	+15000.00
Ending Fund Equity	192419.00	211269.00	18850

Authorization is requested to increase Revenues and Expenditures in the Fire Fund. As it relates to the Fire Fund: The Revenues are increased due to actual and anticipated monthly deposits for checking account interest payments from Peoples State Bank.

	Current Budget	Amended Budget	Change
Garbage Fund			
Revenues			
Interest Checking	15.00	2000.00	+1985.00
Ending Fund Equity	206056.00	208041.00	1985

Authorization is requested to increase Revenues and Expenditures in the Garbage Fund. As it relates to the Garbage Fund: The Revenues are increased due to actual and anticipated monthly deposits for checking account interest payments from Peoples State Bank.

	Current Budget	Amended Budget	Change
Road Fund			
Revenues			
Interest Checking	25.00	3000.00	+2975.00
Ending Fund Equity	300791.00	302776.00	2975

Authorization is requested to increase Revenues and Expenditures in the Road Fund. As it relates to the Road Fund: The Revenues are increased due to actual and anticipated monthly deposits for checking account interest payments from Peoples State Bank.

Alger County Road Commission 2020 Road Improvement Agreement - Clerk Rogers presented the 2020 Road Improvement Agreement with the ACRC. After review and discussion, MOTION by Trustee Carr, second by Trustee Miller to enter into the Road Improvement Agreement with the Alger County Road Commission for 2020, with a total Township obligation of \$108,000.00 for All work associated with the asphalt overlay, reconstruction and paving of the following County Roads located within Au Train Township: Portions of Jingle Bell, St. Nick, Mistletoe, Mrs. Clause, Candy Cane. Total Length of road improvement is 0.50 miles. CARR, YES; MILLER, YES; COTA, YES; JOHNSON, YES; DOUCETTE, YES. MOTION CARRIED.

Live Feed Publication Township Board Meetings - It was suggested by a resident that the Board consider providing a live feed of the township meetings. The current camera system is for security purposes only and does not have audio. A dedicated system would be needed to provide such a service. It may be possible to consider recording the meetings and then publishing them on a YouTube Channel. The Board will discuss the possibility and associated costs at a future meeting.

Insurance Review - As noted by Clerk Johnson, insurance coverage quotes for the Township were provided by two different vendors.

Gauthier Insurance, through MML (Michigan Municipal League) will provide coverage for the Township for a yearly \$200 membership fee and policy cost of \$20,891.00, which does not include Workers Compensation Coverage. A quote from MML for Worker's Compensation Coverage was \$2,141.00, which will be billed based on actual wages.

Hanuala Insurance, the long time agency providing coverage for the Township through Michigan Par Plan, will continue to provide coverage for the Township at a yearly policy cost of \$35,151.00, which does not include Workers Compensation Coverage. Workers Comp coverage would be continued through Accident Fund and billed based on actual wages.

Hanuala noted that cost were increased based on claims made by the Township over the years.

Both insurance companies provide dividends for it's members.

As requested both agents were contacted via phone during the meeting to answer any Board Members questions.

After further review, MOTION by Trustee Carr, second by Trustee Miller to obtain insurance coverage for the Township, beginning 10/22/19 through 10/21/20, through Gauthier Insurance, Michigan Municipal League. The quoted cost of \$20,891.00 will be amended to reflect necessary changes regarding Fire Department vehicles - additions and removals, but not exceed \$25,000.00, which would include the initial payment of \$2,141.00 for Workers Compensation Coverage, also through the MML. CARR, YES; MILLER, YES; DOUCETTE, YES; COTA, YES; JOHNSON, YES. MOTION CARRIED.

*PUBLIC COMMENT - None

*ADJOURNMENT

Being no further business, MOTION by Clerk Johnson, second by Supervisor Doucette, to adjourn the meeting. MOTION CARRIED. MEETING ADJOURNED at 8:35 pm.

Submitted by: Mary Walther Johnson, Au Train Township Clerk