

Higgins Township

December 5, 2022 Board Meeting Minutes

The regular meeting of the Higgins Township Board was brought to order by Supervisor Curnalia at 7:00 pm on Monday, December 5th, 2022, followed by the Pledge of Allegiance.

Members present: Supervisor Curnalia, Clerk Borgula, Treasurer Sullivan, Trustee Peters and Trustee Jennette

Interested persons in attendance: Jim Knight from Bear Lake Township, Tim Mephram and Aaron Grace from Fire/EMS

Consent Agenda: Motioned by Clerk Borgula and Trustee Peters to accept the consent agenda. All ayes. Motion carried.

Public Comment: None

Fire/EMS:

Chief Mephram is looking into turning his office into another sleeping quarters, and having an office built for him and Aaron in the bay. He is getting a quote for the construction of the new office and repairs for the bathroom.

CRAFT Memberships-Some of the fire and EMS personnel are interested in membership to the CRAFT. The CRAFT offers 50% off membership for members of the municipality, which will be \$25 a month, the township will cover half the cost out of the training budget. Tim will keep trace of the use and disuse of the memberships and cancel those who do not use the facility.

Motion made by Trustee Jennette and Treasurer Sullivan to raise Vance Stringham and Lisa Thompson to full pay and off of probation. All ayes. Motion carried.

The township will be giving the personnel that worked through the pandemic to Jan. 1, 2022 \$500 from the ARPA fund, on December 15th, 2022.

Old Business: None

New Business:

Poverty Exemption and Asset Test- Motion made by Treasurer Sullivan and Trustee Peters to accept the Higgins Township Board Resolution to Adopt Poverty Exemption Income and Guidelines and Asset Test for 2023. **Please see attached resolution*

Roll Call Vote:

Ayes: Supervisor Curnalia, Clerk Borgula, Treasurer Sullivan, Trustee Peters and Trustee Jennette

Nays: None

Absent: None

All ayes. Resolution passed and adopted on December 5, 2022

Jim Knight about Camp Grayling Expansion- Camp Grayling is proposing an expansion of an additional 160,000 acres. Within these acreages is portions of the Manistee and AuSable Rivers. There are environmental concerns with this expansion and lack of definitive expression of the need for the addition land. Jim Knight would like the board's support for the opposition to the Camp Grayling proposal.

ARPA Funds:

Interior Painting of the Township Hall- Motion made by Trustee Jennette and Trustee Peters to have Mary Borgula paint the interior of the Township Hall at \$20/hour. Cost of labor and supplies will be paid with ARPA funds. All ayes. Motion carried.

Public Comment: None

Motion made by Treasurer Sullivan and seconded by Trustee Peters to adjourn the meeting at 7:50. All ayes. Motion carried.

William Curnalia, Supervisor

Maggie Borgula, Clerk

These minutes are subject to change/amendment at the next regular meeting of the Higgins Township Board on Monday, January 2nd at 7:00 pm. Minutes written by Clerk Borgula

**Higgins Township Board Resolution to Adopt Poverty Exemption Income Guidelines and
Asset Test for 2023**

WHEREAS, the General Property Tax Act, MCL 211.7u, states that 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, a township board is required by MCL 211.7u to adopt guidelines for the poverty exemption;

NOW, THEREFORE, BE IT HEREBY RESOLVED, pursuant to MCL 211.7u, that Higgins Township, Roscommon 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.

To be eligible for exemption under this section, a person must do all of the following on an annual basis:

- 1) Own and occupy as a principal residence the property for which an exemption is requested. The person shall affirm this ownership and occupancy status in writing by filing a form prescribed by the state tax commission with the local assessing unit.
- 2) File a claim with the board of review on a form prescribed by the state tax commission and provided by the local assessing unit, 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. Federal and state income tax returns are not required for a person residing in the principal residence if that person was not required to file a federal or state income tax return in the tax year in which the exemption under this section is claimed or in the immediately preceding tax year, and an affidavit in a form prescribed by the state tax commission may be accepted in place of the federal or state income tax return.
- 3) Produce a valid driver license or other form of identification if requested by the supervisor or board of review.
- 4) Produce a deed, land contract, or other evidence of ownership of the property for which an exemption is requested if required by the supervisor or board of review.
- 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: a maximum asset value level of \$10,000;

BE IT ALSO RESOLVED that the board of review shall follow the above stated policy and federal guidelines in granting or denying an exemption.

The foregoing resolution offered by Board Member Treasurer Sullivan and supported by Board Member Trustee Peters.

Upon roll call vote, the following voted

Aye: Supervisor Curnalia, Clerk Borgula, Treasurer Sullivan, Trustee Peters and Trustee Jennette

Nay: None

Absent: None

5 ayes, 0 nay and 0 absent

The Supervisor declared the resolution adopted.

I, Margaret Borgula, the duly elected and acting Clerk of Higgins Township, hereby certify that the foregoing resolution was adopted by the township board of said township at the monthly meeting of said board held on December 5, 2022, 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.

Clerk Borgula

Asset Guidelines Used in the Determination of Poverty Exemptions for 2023

As required by PA 390 of 1994, all guidelines for poverty exemptions as established by the governing body of the local assessing unit shall also include an asset level test. The purpose of an asset test is to determine the resources available (cash and fixed assets and property that could be converted to cash) that could be used to pay property taxes in the year the poverty exemption is filed.

All asset information, as requested in the Application for Poverty Exemption, must be completed in total. The Board of Review may request additional information and verification of assets if they determine it to be necessary and may deny any application if the assets are not properly identified.

Cash and other assets may include but are not limited to:

- Bank accounts
- Stocks and bonds, pensions, IRAs and other investment accounts
- Withdrawals of bank deposits and borrowed money
- Gifts, loans, lump-sum inheritances and one-time insurance payments
- Money received from the sale of property such as stocks, bonds, a house or a car unless a person is in the specific business of selling such property
- Second home, rental property, or building/property other than the residence
- Excess or vacant land
- Extraordinary automobiles
- Jewelry, antiques, or artworks
- Equipment or other personal property of value
- Federal non-cash benefits programs such as Medicare, Medicaid, food stamps and school lunches
- Food or housing received in lieu of wages and the value of food and fuel produced and consumed on farms
- Recreational vehicles - Recreational vehicles may include snowmobiles, boats, camping trailers, travel trailers, motor home, jet skis, motorcycles, off road vehicles, or anything which may be considered a recreational vehicle.

2023 POVERTY GUIDELINES FOR THE 48 CONTIGUOUS STATES AND THE DISTRICT OF COLUMBIA

PERSONS IN FAMILY/HOUSEHOLD

POVERTY GUIDELINE

For families/households with more than 8 persons, add \$4,720 for each additional person.

1

\$13,590

2

\$18,310

3

\$23,030

4

\$27,750

5

\$32,470

6

\$37,190

7

\$41,910

8

\$46,630