

# Higgins Township

## December 4, 2023 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 4<sup>th</sup> 2023, followed by the Pledge of Allegiance.

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

Members absent: None

People in attendance: Tim Mephram

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

Fire/ EMS: 431 is back from the body shop but waiting on a part. Marshal Eisbrenner passed his test and set to working shifts as MFR

No Public Comment

Old Business: None

New Business:

Higgins Township Board Resolution to Adopt Poverty Exemption Income Guidelines and Asset Test for 2024: \*See attached\*

The foregoing resolution offered by Board Member Trustee Jennette and supported by Board Member Clerk Borgula.

Upon roll call vote, the following voted

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

Nay: None

Absent: None

5 ayes, 0 nays and 0 absent

The Supervisor declared the resolution adopted.

No Public Comment

Motion made by Treasurer Sullivan and seconded by Supervisor Curnalia to adjourn the meeting at 7:11 pm. All ayes. Motion carried.

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William Curnalia, Supervisor

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Maggie Borgula, Clerk

These minutes are subject to change/amendment at the next meeting of the Higgins Township Board on Monday, January 8, 2024 at 7:00 pm. Minutes written by Clerk Borgula

**Higgins Township Board Resolution to Adopt Poverty Exemption Income Guidelines and  
Asset Test for 2024**

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 Trustee Jennette and supported by Board Member Clerk Borgula.

Upon roll call vote, the following voted

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

Nay: None

Absent: None

5 ayes, 0 nays and 0 absent

The Supervisor declared the resolution adopted.

I, Maggie 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 4, 2023 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.

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Clerk Borgula

## Asset Guidelines Used in the Determination of Poverty Exemptions for 2024

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.

2024 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 \$5,140 for each additional person.

1

\$14,580

2

\$19,720

3

\$24,860

4

\$30,000

5

\$35,140

6

\$40,280

7

\$45,420

8

\$50,560