

MINUTES OF REGULAR BOARD MEETING
Thursday, February 8, 2024

SANILAC TOWNSHIP

20 North Ridge Street
Port Sanilac, MI 48469
Phone: 810-622-8178

BOARD MEMBERS

Daniel Kelly, Supervisor
Suzanne Shagena, Clerk
Dru Moran, Treasurer
Jeffery Lyall, Trustee
William Noelke, Trustee

1. **OPENING OF MEETING:**

Meeting called to order at 6:00 PM by Supervisor Kelly.

2. **PLEDGE OF ALLEGIANCE:**

3. **ROLL CALL:** By Supervisor Kelly

PRESENT: Supervisor Dan Kelly, Trustee Jeff Lyall, Trustee William Noelke, and Clerk Suzanne Shagena.

ABSENT: Treasurer Dru Moran.

GUESTS PRESENT: Tazia Milarch, Art Schlichting, Dan Finn, Robert Dear, Ben Hunter, William Sarkella, Chad Gainor, Sue Guigar, Barb Messing, Ron Cole and Nancy Cole.

4. **AMENDMENTS TO AGENDA:**

14 f. Township Hall Basement Discussion.

5. **ADOPTION OF AGENDA:**

MOVED by NOELKE, supported by LYALL to adopt the amended agenda. MOTION CARRIED.

6. **CONSENT AGENDA:**

- a. Board Minutes of 01/11/2024 Regular Meeting.
- b. Accounts Payable — General Fund and Water Operating Bills.
- c. February Payroll.
- d. Zoning Administrator's Report
- e. Planning Commission Meeting Minutes of 02/01/2024.

7. **APPROVAL OF CONSENT AGENDA:**

MOVED by SHAGENA, supported by NOELKE to adopt the consent agenda as presented. MOTION CARRIED.

8. **COUNTY UPDATES:** County Commissioner Sarkella provided updates at the county level.

9. **APPOINTMENTS:** Sue Guigar

Ms. Guigar appeared before the board asking for an update on reimbursement from the county for her livestock that was killed in November of 2023. Supervisor Kelly notified her that he has not been able to find out much at the county level on who is responsible for payment for amount of loss or damages. He will continue to try and locate the office which has information on the State Law.

MINUTES OF REGULAR BOARD MEETING

Thursday, February 8, 2024

10. PUBLIC COMMENTS:

Ron Cole a village resident spoke on behalf of the Village Parks & Recreation Department and would like to see the township contribute more financially towards the Village Park's and Recreation program to help expand on the programs that it can provide to the Village and Township residents.

11. CORRESPONDENCE AND INFORMATION: None.

12. REPORTS:

- a. TREASURER'S REPORT. Report reviewed and to be filed.
- b. WATER OPERATING. Report read and to be filed.

MOVED by KELLY, seconded by LYALL to authorize Cliff Messing Excavating, at his earliest availability, to install a curb stop on M25 in front of Gertie Van Den Goor's residence located at 1739 South Lakeshore Road, Carsonville, Michigan, prior to the construction of a garage at this location. CARRIED

- c. SEFA. Report read and to be filed.
- d. ASSESSOR. March Board of Review organization meeting set for March 5th, 2024 and public meetings on March 13th & 15th, 2024. Land division request from Joseph Donnelly to split eight acres from original parcel of approximately 31 acres located at 5845 Washington Road, Carsonville, Michigan. Approval of Sanilac Township's Poverty Exemption Income Guidelines and Asset Test.

MOVED by KELLY, seconded by SHAGENA to approve the land division request from Joseph Donnelly to split eight acres from a parcel located at 5845 Washington Road, Parcel ID #210-008-400-020-00. CARRIED.

MOVED by KELLY, seconded by SHAGENA to approve the Board of Review's March 2024 schedule of Tuesday, March 5, 2024 reorganizational meeting, Wednesday March 13, 2024 and Friday, March 15, 2024 public meetings. CARRIED.

MOVED by SHAGENA, seconded by NOELKE to approve the reports as presented. MOTION CARRIED.

13. UNFINISHED BUSINESS:

- a. 2024 PARKS & RECREATION CONTRACT WITH THE VILLAGE OF PORT SANILAC

MOVED by NOELKE, seconded by LYALL to approve the 2023-2024 Parks and Recreation Contract with the Village of Port Sanilac in the amount of \$2000.00. CARRIED.

- b. LEXINGTON TOWNSHIP NEW CUSTOMER WATER HOOKUP RATES

The Board reviewed the current rates charged to Lexington Township residents wanting to connect to the Township water line. With the increase in Contractor's fees for hookup, the original rate of \$14,250.00 barely covers all costs incurred.

MOVED by KELLY, seconded by LYALL that effective March 1, 2024, the new REU value for Lexington Township residents to connect to the Sanilac Township water line will be \$18,500.00 to cover contractor's expenses incurred by the township for hookup to the water line. CARRIED.

14. NEW BUSINESS:

- a. POVERTY EXEMPTION INCOME GUIDELINES AND ASSET TEST RESOLUTION

MOVED by NOELKE, supported by KELLY to adopt the following Poverty Exemption Income Guidelines and Asset Test. ROLL CALL: Aye: LYALL, NOELKE, SHAGENA and KELLY. Nay: None. Supervisor Kelly declared Resolution 2024-001 adopted.

Township Board Resolution to Adopt Poverty Exemption Income Guidelines and Asset Test
RESOLUTION 2024 -- 001

WHEREAS, 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, the township board is required by Section 7u of the General Property Tax Act, Public Act 206 of 1893 (MCL 211.7u), to adopt guidelines for poverty exemptions;

NOW, THEREFORE, BE IT HEREBY RESOLVED, pursuant to MCL 211.7u, that Sanilac Township, located in Sanilac 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, 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 homestead the property for which an exemption is requested.
- 2) File a claim with the supervisor or board of review, accompanied by federal and state income tax returns for all persons residing in the homestead, including any property tax credit returns filed in the immediately preceding year or in the current year.
- 3) Produce a valid drivers' license or other form of identification if requested.
- 4) The completed Sanilac Township application form for an exemption shall be filed after January 1, but before the day prior to the last day of board of review.
- 5) Produce a deed, land contract, or other evidence of ownership of the property for which an exemption is requested if requested.
- 6) Meet (the current years federal poverty income guidelines as defined and determined annually by the United States Office of Management and Budget).
- 7) Meet additional eligibility requirements as determined by the township board, including:
 - One vehicle used for personal transportation and one additional vehicle for each gainfully employed person in the household.
 - Cannot own split-able property of 10 acres or more.
 - Cannot own other assets as determined by the BOR of over \$ 7000.00.

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 Noelke and supported by Board Member Kelly.

Upon roll call vote, the following voted "Aye Lyall, Noelke, Shagena, Kelly".

"Nay None".

The Supervisor declared the resolution adopted.

I Suzanne Shagena, the duly elected and acting Clerk of Sanilac Township, hereby certify that the foregoing resolution was adopted by the township board of said township at the regular meeting of said board held on February 8, 2024, 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.

Suzanne Shagena
Clerk

MINUTES OF REGULAR BOARD MEETING

Thursday, February 8, 2024

b. 2024 BUDGET ADJUSTMENTS

EXPENDITURES:

Decrease	101-111-930.000	Maintenance on Hall	(\$11,350.00)
Increase	101-111-751.000	Office Supplies	\$5250.00
Increase	101-262-751-000	Election Supplies	\$6100.00

MOVED by KELLY, seconded by NOELKE to approve the 2024 Budget Adjustments. MOTION CARRIED.

c. PERMIT APPLICATION FOR A FENCE BY RICHARD CASTELLO AT 1406 NORTH LAKESHORE RD
Zoning Administrator Steeb requested to be recused from handling this permit due to a conflict of interest.

MOVED by NOELKE, seconded by LYALL that for this permit only, to appoint Supervisor Kelly to handle Richard Castello's permit application at 1406 North Lakeshore Rd. CARRIED.

d. AMENDMENT TO TOWNSHIP FIRE HYDRANT POLICY

This issue was tabled in order to review the matter with the Village of Lexington.

e. CLOSED SESSION – NOT NEEDED.

f. BASEMENT DISCUSSION

The board discussed demolition and renovation work that needs to be completed in the basement. The VFW has offered to the necessary work. The board also discussed the basement possibly being used as a shelter during severe weather. The clerk will check with the township insurance carrier on restrictions.

15. OTHER BUSINESS: None.

16. MEETING ADJOURNMENT:

MOVED by NOELKE, supported by LYALL to adjourn at 7:42 PM. MOTION CARRIED.

Suzanne Shagena, Township Clerk

Dan Kelly, Township Supervisor