HANOVER TOWNSHIP
BOARD MEETING

September 11, 2019

Held at Hanover Township Hall

Meeting called to order at 7:30 PM by Supervisor, Jeffery Heath

Board members present: Jason Dorian, Angela Bodell, Jeffery Heath, Rachel Heath, Tim Evans

Absent: None.

Visitors: Cheryl and Don Dorian, Mike and Linda Killian, Rick and Jane Darrow, Shawna Tippner, Dave and Pat Snowden, Sheri Levy, Robert Goldsmith, Mike Medley, Mark Nastally, Joann Worden, Gary and Denise Check, Donna and Jesse Lytle

Pledge of Allegiance: Led by Supervisor Heath

A moment of silence was held in memory of September 11, 2001.

Public Comment: Mr. Darrow mentioned issues with a dog on Skyline. Supervisor Heath will follow up on this.

Announcements:

Supervisor Heath gave the following updates:

1. Supervisor’s Association takes the summer off, but will be starting meetings again soon.
2. There was an emergency LRUA meeting with a Bond Attorney to develop the sewer authority.
3. Update on and future of the sewer system.

Motion by Dorian, support by Evans, to forgo the reading of the minutes for the August 14, 2019 Board Meeting. Ayes all. Motion passed.

Motion by Evans, support by Dorian to approve the reading of the minutes for the September 3, 2019 Fire Board Meeting as presented by Supervisor Heath. Ayes all. Motion passed.

Motion by Dorian, support by Bodell, to accept the Treasurer’s report. Ayes all. Motion passed.

Motion by Evans, support by Dorian, to approve the General Fund, Post-Audit, Round/Farwell, and Fire Department bills as presented for payment.

Roll Call: J. Heath, yes; Dorian, yes; R. Heath, yes; Bodell, yes; Evans, yes. Ayes all. Motion passed.

New Business:

The Public Hearing for the Rainbow Lake Special Assessment was called to order at 7:55 PM. Notice of the hearing was published in the Jackson County Press as required by law on August 29, 2019 and September 5, 2019. The notice was also mailed to all property owners in the district per Act 188.

The Supervisor opened the meeting for comment. There were no comments for or against the proposed Special Assessment. The Public Hearing was closed at 7:58 PM.

**HANOVER TOWNSHIP**

**LAKE IMPROVEMENTS SPECIAL ASSESSMENT DISTRICT NO. 2**

 **RESOLUTION NO. RL2019-2**

At a regular meeting of the Township Board of Hanover Township, Jackson County, Michigan, held at the Hanover Township Hall on the 11th day of September, 2019, at 7:30 p.m., Eastern Daylight/Standard Time.

PRESENT: Jeffery Heath, Jason Dorian, Rachel Heath, Angela Bodell, Tim Evans\_\_\_\_\_

ABSENT:

The following resolution was offered by Jeffery Heath\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

and supported by Tim Evans\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_:

 **WHEREAS**, pursuant to Act 188, Public Acts of Michigan of 1954, as amended (“Act 188”), upon the receipt of petitions therefor, the Township Board may proceed to initiate and carry out lake improvements to Rainbow Lake including general lake improvements, sediment reduction, lake geese management, and the control of aquatic weeds and plants (hereafter referred to as “lake improvements”); and

 **WHEREAS**, the Township Board previously received petitions for lake improvements to Rainbow Lake from the record owners of certain properties, which petitions are attached hereto as **Exhibit A**; and

 **WHEREAS**, the Township Clerk has checked the signatures on the petitions and the record owners of land within the Township contained within a proposed district described in **Exhibit B** attached hereto, and has reported that the percentage of record owners of total land area within the proposed district who signed the petitions amounted to more than 50 percent of the total land area within the proposed district; and

 **WHEREAS**, the Township Board previously adopted Resolution No. RL2019-1 to initiate lake improvements to the proposed district; and

 **WHEREAS**, Rainbow Lake Association has prepared and filed a report for the Township Board’s consideration, showing the proposed lake improvements, the proposed location thereof and an estimate of the costs of the same, with total estimated cost not to exceed $100,424, and revenues not to exceed $104,800, all as described on the attached **Exhibits B and C**; and

**WHEREAS**, the Township Board tentatively determined in Resolution No. RL2019-1 that there is a need for the proposed lake improvements described in **Exhibits B and C** to serve the properties within the proposed area described in the attached **Exhibit B**; and

**WHEREAS,** the Township Board previously set a time, date, and place for the Township Board to hold a public hearing to hear any objections to the petitions, proposed improvements, estimate of costs, and special assessment district; and

**WHEREAS,** notice of the public hearing was given by publication twice prior to such hearing in a newspaper circulated in the Township, the first publication being at least ten (10) days prior to the time of the hearing; and

**WHEREAS,** notice of the public hearing to be given by first class mail to all owners of land in the proposed special assessment district at the address shown on the last Township tax assessment roll, at least ten (10) days before the date of such public hearing; and

**WHEREAS,** the attached **Exhibits B and C** showing the plans and estimates of cost of the proposed lake improvements were on file with the Township Clerk prior to the public hearing; and

**WHEREAS,** the Township Board conducted a public hearing on September 11, 2019, at 7:30 p.m., at the Hanover Township Hall, to hear any objections to the petitions, proposed improvements, estimate of costs, and special assessment district; and

**WHEREAS,** after hearing objections and comments regarding the proposed improvements, estimate of costs, and special assessment district, the Township Board now finds that the petitions attached as **Exhibit A** should be approved as legally sufficient and as containing the signatures of a percentage of record owners of land by total land area within the proposed district who signed the petitions of more than 50 percent of the total land area within the district approved by this resolution, that the district against which the special assessment should be assessed should be approved as the area shown in attached **Exhibit B**, and that the proposed improvements and estimate of cost should be approved as shown in attached **Exhibits B and C**.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Board of Hanover Township, Jackson County, Michigan, as follows:

1. The Township Board hereby approves the petitions attached as **Exhibit A** as legally sufficient and containing a sufficient number of signatures of property owners within the district approved by this resolution.

2. The Township Board hereby determines to provide for and complete the proposed lake improvements described in the attached **Exhibits B and C**, and hereby approves the plans and estimated costs, with the Special Assessment District’s share of the total costs not to exceed $100,424, and revenues not to exceed $104,800, all as described on the attached **Exhibits B and C**.

3. The Township Board hereby determines, creates and defines a special assessment district that shall consist of land described in the attached **Exhibit B**, which shall be known as Hanover Township Lake Improvements Special Assessment District No. 2, within which the costs of such improvements shall be assessed according to the benefits.

4. The Township Supervisor and assessing officer are hereby directed to make a special assessment roll in which shall be described all of the parcels of land to be assessed as above set forth, with the names of the owners thereof, if known, and the total amount to be assessed against each parcel of land, which amount shall be such relative portion of the whole sum to be levied against all parcels of land in the assessment district as the benefit to such parcel bears to the total benefit of all parcels of land in the special assessment district.

5. When the assessment roll is completed, the Supervisor or assessing officer shall affix thereto a certificate stating that said roll was made pursuant to this resolution and that in making the assessment roll he has, according to his best judgment, conformed in all respects to the directions contained in this resolution and the statutes of the State of Michigan, and he shall then report the special assessment roll with his attached certificate to the Township Board.

6. All prior resolutions and parts of prior resolutions insofar as they conflict with the provisions of this resolution are hereby rescinded.

Yeas: Dorian, Bodell, Evans, J. Heath, R. Heath\_\_\_\_\_\_

Nays: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**RESOLUTION DECLARED ADOPTED.**

STATE OF MICHIGAN )

 ) ss

COUNTY OF JACKSON )

 )

I, the undersigned, the duly qualified and acting clerk for Hanover Township, Jackson County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the Hanover Township Board at a meeting held on the 11th day of September, 2019, and further certify that the above Resolution was adopted at said meeting.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Rachel L. Heath, Hanover Township Clerk

Motion by Evans, support by Dorian to refund Mr. Ben Jordan $420 for permits pulled on 124 Main St. in Horton. He will be refunded for one electrical permit (PE2019-00-033), one mechanical permit (PM2019-022), one plumbing permit (PP2019-011), and for one inspection left on the building permit (PB2019-047). He will not be refunded the administrative fees associated with these permits.

Roll Call: Dorian, yes; R. Heath, yes; Evans, yes; Bodell, yes; J. Heath, yes. Ayes all. Motion passed.

Motion by Evans, support by Dorian to move the Wednesday, December 11, 2019 Board Meeting to Tuesday, December 10, 2019 at 7:30PM.

Roll Call: J. Heath, yes; Bodell, yes; Evans, yes; Dorian, yes; R. Heath, yes. Ayes all. Motion passed.

Motion by Evans, support by Dorian to waive the building rental fee for the Pinehill Lake Meeting on September 30, 2019.

Roll Call: Evans, yes; J. Heath, yes; Dorian, yes; R. Heath, yes; Bodell, yes. Ayes all. Motion passed.

Clerk Heath will get with the Attorneys to add fee exemptions to the current contract.

Motion by Evans, support by Bodell to pay the additional $500 First Responder Course Fee for Max Ley.

Roll Call: Bodell, yes; Evans, yes; J. Heath, yes; Dorian, yes; R. Heath, yes. Ayes all. Motion passed.

Motion by Evans, support by Dorian to hire Kurtis Hollenbeck to the Hanover Township Fire Department, effective September 15, 2019.

Roll Call: R. Heath, yes; Dorian, yes; Bodell, yes; Evans, yes; J. Heath, yes. Ayes all. Motion passed.

Kurtis already has Fire 1 & 2 through the Career Center, so he will not need these classes to start.

Motion by Evans, support by Dorian to hire Jeremy Gordon as Fire Secretary at the current rate of $172.70/month, effective August 1, 2019. Jason Meyers will still maintain his position as Medical Officer.

Roll Call: Dorian, yes; Bodell, yes; J. Heath, yes; R. Heath, yes; Evans, yes. Ayes all. Motion passed.

Motion by Evans, support by Dorian to approve the Ordinance Officer Job Description.

Roll Call: Evans, yes; R. Heath, yes; Dorian, yes; J. Heath, yes; Bodell, yes. Ayes all. Motion passed.

There was also discussion about salary and the contract. Both of these will be worked on next month.

**HANOVER TOWNSHIP RESOLUTION FOR THE**

 **2019 POVERTY EXEMPTION GUIDELINES 2019-5**

***WHEREAS,*** the adoption of guidelines for poverty exemptions is required of the Hanover 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 Hanover, Jackson 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, 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 to appeal to the Michigan Tax Tribunal.

The following are the 2019 federal poverty income guidelines which are updated annually by the United State 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**

|  |  |
| --- | --- |
| **Size of Family Unit** | **Poverty Guidelines** |
| 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 | $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.

Adoption on motion by Evans\_\_\_\_\_\_\_\_\_\_\_, second by Dorian\_\_\_\_\_\_\_\_\_\_\_\_\_ - Roll Call Vote:

 Jason Dorian \_\_X\_\_\_aye \_\_\_\_\_\_nay

 Tim Evans \_\_X\_\_\_aye \_\_\_\_\_\_nay

 Jeffery Heath \_\_X\_\_\_aye \_\_\_\_\_\_nay

 Angela Bodell \_\_X\_\_\_aye \_\_\_\_\_\_nay

 Rachel Heath \_\_X\_\_\_aye \_\_\_\_\_\_nay

 This resolution is declared adopted.

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Jeffery L. Heath, Supervisor

STATE OF MICHIGAN )

COUNTY OF JACKSON )

I, Rachel L. Heath, Clerk of the Township of Hanover, Jackson County, Michigan certify that the above is true and a correct copy of the resolution which was adopted by the Township Board at a meeting held on September 11, 2019.

Signed: Dated:

Motion by Evans, support by Dorian to approve use of the updated poverty exemption application.

Roll Call: Bodell, yes; J. Heath, yes; Evans, yes; Dorian, yes; R. Heath, yes. Ayes all. Motion passed.

Old Business:

Clerk Heath mentioned that the Township will not be able to be the Fiduciary for the Horton Fitness Club since the grant received is for “grassroots” groups, which the Township does not qualify for. There will be grants offered through the Jackson Community Foundation in the future that we could use to apply jointly, if the Horton Fitness Club is interested.

Clerk Heath mentioned that we were approved for the Jackson Community Foundation Spirit Grant, and that the Hanover and Horton Cemetery signs will be delivered the week of September 23rd.

Public Comment: Trustee Bodell asked about the Connecting Michigan Community Grant. Treasurer Evans mentioned he had a discussion with Supervisor Spink from Liberty Township. He said that this does not seem like a feasible grant at this time, and that this was also a grant for underserved communities. This will be discussed further if another opportunity arises.

Trustee Bodell also asked about the Hanover Cemetery well. Supervisor Heath will make some phone calls to get more quotes.

Clerk heath mentioned that the new website should be launched in September or October. She also mentioned that we received our ISO score of 4 for the Building Department, which helps with insurance underwriting. The scale is 1-10, with 1 being the best.

Mr. Nastally mentioned that nobody will take a job without knowing what the salary is, in regards to the Ordinance Officer Job.

Mrs. Killian asked if minutes would be included on the website, and was told that was the plan.

Mr. Check also asked about legal bills for the Rainbow Lake Special Assessment. He felt that the Association should not be billed for the Special Assessment. Clerk Heath informed him that is how Special Assessments work because they are directly benefiting a certain group rather than the whole Township.

Meeting adjourned by Dorian, supported by Evans at 9:16 PM

Submitted by:

Rachel L. Heath, Clerk