HANOVER TOWNSHIP

BOARD MEETING

February 10, 2021

Held at Hanover Township Hall

Meeting called to order at 7:30 PM by Treasurer, Tim Evans.

Board members present: Jason Dorian, Tim Evans, Jeff Heath (FL), Rachel Heath, Steve Keller

Absent: None.

Pledge of Allegiance: Led by Treasurer Evans

Public Comment: Commissioner Poleski gave an update on COVID-19 and police car purchase.

Announcements:

1. There is a budget meeting on Tuesday, February 16, 2021 at 7:00pm
2. An anonymous donation of Shorty’s gift cards was received for the Fire Department.

Motion by Keller, support by Dorian, to forgo the reading of the minutes for the January 13, 2021 Board Meeting and January 27, 2021 Budget Meeting. Ayes all. Motion passed.

Motion by Dorian, support by Keller to accept the reading of the minutes for the February 2, 2021 Fire Board Meeting as read by Treasurer Evans. Ayes all. Motion passed.

Chief Johnston gave updates on Fire Department statistics and grants.

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

Motion by Dorian, support by Keller, to approve the General Fund, Post-Audit, Round/Farwell, and Fire Department bills as presented for payment, with the addition of the surge protector reimbursement for Tim Evans, and the removal of the refund to Leoni for hookups until it can be reviewed.

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

New Business:

The updated proposal from the Sheriff’s Department will be reviewed with the Village of Hanover at the next budget meeting.

Motion by Evans, support by Dorian to approve the 2021-2022 annual salary for Supervisor at $11,695.16.

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

Motion by Evans, support by Dorian to approve the 2021-2022 annual salary for the Treasurer at $28,769.85.

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

Motion by Evans, support by Dorian to approve the 2021-2022 annual salary for the Clerk at $28,769.85.

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

**HANOVER TOWNSHIP RESOLUTION FOR CANADA GEESE NEST AND EGG DESTRUCTION AND REMOVAL OF NUISANCE GEESE**

**2021-05**

**WHEREAS**,the Hanover Township Board has received complaints of an overpopulation of Canada geese inhabiting the grounds of various locations within the Township; and

**WHEREAS**, the Township Board has determined that the Canada geese create an extremely unhealthy and unsightly condition in these areas for our residents; and

**WHEREAS,** the Township Board has been informed that this site, Farwell Lake, has been determined eligible by the Michigan Department of Natural Resources (MDNR) to participate in the nest and egg destruction program, entrapment, removal, and possible destruction of Canada geese as a form of population control of Canada geese; and

**WHEREAS,** the Township Board is of the opinion that the nest and egg destruction program and the entrapment, removal, and relocation of Canada geese initiated by the MDNR will provide the most humane method of ridding the Township of the problem; and

**WHEREAS,** residents clearly understand that the birds removed may be released at other sites within or outside the State or may be disposed of by euthanasia; and

**NOW, therefore be it resolved,** that the Hanover Township Board, on behalf of requests made in Hanover Township by any/all subdivision/condominium or lake associations, hereby formally requests the assistance of the USDA Wildlife Services and the MDNR in obtaining a permit, for a period of five years, for the participation of this site in the nest and egg destruction, and removal program of Canada geese, as designated by MDNR, and be granted a permit to participate, as long as they abide by the MDNR regulations, and additionally to advise that there shall be no cost to the Township of Hanover.

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

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

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

Steve Keller \_X\_aye \_\_\_\_\_\_nay

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

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

This resolution is declared adopted.

**RESOLUTION #2021-06**

**HANOVER TOWNSHIP, JACKSON COUNTY**

**RESOLUTION TO ADOPT PROCEDURES FOR GRANTING AND REMOVING REAL PROPERTY EXEMPTIONS**

 **WHERE AS**, it is the intention of the Hanover Township Board to abide by recommendations made by the State Tax Commission when granting and removing real property exemptions as defined in the General Property Tax Act 206 of 1893;

 **THEREFORE, BE IT RESOLVED THAT** the following policies and procedures for granting and removing real property exemptions be set forth as follows:

1. Taxpayers wishing to apply for a real property exemption shall first complete and submit an application that has been adopted by the Township Board.
2. Records shall be kept in the parcel folder and will include any and all documents submitted by the taxpayer to support their request to apply for an exemption.
3. Existing exemptions shall be reviewed annually and adjustments to the status of the exemption may be made by the Assessor upon review.
4. Assessors may request additional information to be supplied by the taxpayer to further analyze the status of the exemption.
5. If the Assessor has sufficient evidence that the taxpayer no longer qualifies for the real property exemption, they shall immediately remove the exemption and send proper notification to the taxpayer outlining their appeal rights.
6. If the Assessor does not receive sufficient supporting documentation accompanying the application, the Assessor shall send the taxpayer denial information along with their appeal rights.
7. Assessors shall not have the authority to grant/approve exemptions that are not complete. Applications that are submitted without proper documentation shall be considered incomplete.

The foregoing resolution offered by board member Evans\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

Supported by board member Dorian\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

Upon a roll call vote, the following voted:

Aye: Keller, R. Heath, Dorian, Evans, J. Heath\_\_\_\_\_\_\_\_\_\_\_\_\_

Nay: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Absent: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

The Supervisor declared the resolution adopted.

**HANOVER TOWNSHIP**

**RESOLUTION #2021-07**

**Property Owners allowed to Protest TO THE BOARD OF REVIEW via Written Appeals**

**Whereas,** Michigan Law allows non-resident property owners to protest their real and/or personal property assessed valuation via a written appeal to the Board of Review,

**Whereas,** many Hanover Township residents do not live in the township during the winter months when the Review Board meets causing an undue hardship on them to return for a Board of Review meeting in March to protest their tax valuation,

**Whereas**, Michigan Law allows Township Boards to authorize resident property owners the right to protest their real and/or personal property assessed valuation with a written appeal without a personal appearance,

**Whereas**, Hanover Township Board of Trustees wishes to provide a way for its residents to protest for assessment valuations without a personal appeal,

**Now Therefore It Be Resolved**, that the Hanover Township Board of Trustees will accept a signed written appeal to the Board of Review from resident property owners (or written statement signed by the property owner to authorize an agent) to protest their tax valuation. All written appeals must be received at:

Hanover Township Board of Review

c/o Office of Assessor

Hanover Township

311 Farview

Horton, MI 49246

Appeals must be received by the submission deadline for Board of Review consideration outlined on the assessed valuation document mailed annually by the Hanover Township Assessor.

All appeals must be delivered in person, via US mail or other common carrier, or emailed to assessor@hanover-twp.org. Letters of appeal by facsimile or other electronic delivery will not be accepted. Letters of appeal received after the deadline set forth in the assessed valuation document shall be returned with notification of the late receipt and will not be considered by the Board of Review.

All valuation protests must have sufficient support for the appeal, such as sales of similar homes in the neighborhood, support for poverty exemption, receipts or invoices, photographs of damage or deterioration, or any other means to justify the protest.

The Hanover Township Board of Trustees allows resident property owners of Hanover Township to submit written appeals to the Board of Review to protest their assessed property valuation without the necessity of a personal appearance by the taxpayer.

The foregoing resolution offered by board member Evans\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

Supported by board member Dorian\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

Upon a roll call vote, the following voted:

Aye: Evans, Keller, Dorian, J. Heath, R. Heath\_\_\_\_\_\_\_\_\_\_\_\_\_

Nay: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Absent: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

The Supervisor declared the resolution adopted.

**RESOLUTION # 2021-08
HANOVER TOWNSHIP, JACKSON COUNTY**

**WAIVER OF PENALTY ASSOCIATED WITH NOT FILING PROPERTY TRANSFER AFFIDAVITS (PTA-Form 2766) TIMELY**

 **WHEREAS,** the Michigan State Tax Commission has established by law in the General Property Tax Act (Act 206 of 1893) a requirement for local unit compliance regarding the levy of penalty for failure of a buyer, grantee, or other transferee to file a Property Transfer Affidavit (Form 2766); and

**WHEREAS,** MCL 211.27b requires the levy of penalty be placed upon the buyers, grantees, or other transferees of property if a Property Transfer Affidavit (Form 2766) is not filed within 45 days of all transfers of ownership; and

**WHEREAS,** MCL 211.27b (5) allows the governing body of a local tax collecting unit the ability to waive, by resolution, the penalty levied under MCL 211.27b subsection (1)(c) or (d);

 **NOW, THEREFORE BE IT RESOLVED AS FOLLOWS** that Hanover Township deems that the personnel time and financial resources of applying and collecting the penalty for failure of a buyer, grantee, or other transferee to file a Property Transfer Affidavit (Form 2766) is not cost effective and hereby waives the levy of such penalty.

The foregoing resolution offered by board member Evans\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

Supported by board member Dorian\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

Upon a roll call vote, the following voted:

Aye: Dorian, Keller, Evans, R. Heath, J. Heath\_\_\_\_\_\_\_\_\_\_\_\_\_

Nay: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Absent: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

The Supervisor declared the resolution adopted.

**RESOLUTION #2021-09**

**HANOVER TOWNSHIP, JACKSON COUNTY**

**ESTABLISHING GUIDELINES FOR GRANTING OF POVERTY EXEMPTIONS FROM PROPERTY TAXES**

 **WHERE AS**, the adoption of guidelines for poverty exemptions is required of the Township Board; and

 **WHERE AS**, the principle residence of persons, who the Supervisor 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

 **WHERE AS**, pursuant to P.A. 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;

 **THEREFORE, BE IT RESOLVED THAT** to be eligible, a person shall do all of the following on an annual basis:

1. Be an owner of and occupy as a principle residence the property for which an exemption is requested.
2. Meet the federal poverty income guidelines as defined and determined annually by the United States Department of Health and Human Services shown in Attachment A.
3. 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.
4. File a claim reporting that the combined assets of all persons do not exceed the current guidelines shown in Attachment B. 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.
5. Produce a valid driver’s license or other form of identification if requested.
6. Produce, if requested, a deed, land contract, or other evidence of ownership of the property for which an exemption is requested.
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.

**BE IT FURTHER RESOLVED THAT** 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.

**ATTACHMENT A**

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| **POVERTY LEVEL GUIDELINE FOR 2020 TAX YEAR** |
| **Size of Family Unit** | **Household Income** |
| 1 | $12,760 |
| 2 | $17,240 |
| 3 | $21,720 |
| 4 | $26,200 |
| 5 | $30,680 |
| 6 | $35,160 |
| 7 | $39,640 |
| 8 | $44,120 |
| For each additional person | $4,480 |

**ATTACHMENT B**

**Asset Test**

The Township of Hanover’s cumulative value of assets allowed for a Poverty Exemption shall be $10,000. The purpose of an asset test is to determine the resources available: cash, fixed assets or other property that could be converted to cash and used to pay property taxes in the year the poverty exemption is filed. A list of "assets" includes, but is not limited to:

* A second home, land, vehicles.
* Recreational vehicles such as campers, motor-homes, boats, and ATV's.
* Buildings other than the residence.
* Jewelry, antiques, artwork.
* Equipment, other personal property of value.
* Bank accounts, stocks.
* Money received from the sale of property, such as stocks, bonds, a house or car (unless a person is in the specific business of selling such property).
* Withdrawals from bank deposits and borrowed money (including reverse mortgage's).
* Gifts, loans, lump-sum inheritances and one-time insurance payments.
* Food or housing received in lieu of wages and the value of food and fuel produced and consumed on farms.
* Federal non-cash benefits programs such as Medicare, Medicaid, food stamps, and school lunches.

“Assets” do not include the value of the principal residence and do not include the homestead property tax credit as it is not to be considered income for poverty exemptions purposes. Assets exempt from consideration are the homesteaded property with furnishings and one motor vehicle. That motor vehicle shall be valued no greater than $10,000.

The foregoing resolution offered by board member Evans\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

Supported by board member Keller\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

Upon a roll call vote, the following voted:

Aye: R. Heath, Evans, Dorian, Keller, J. Heath\_\_\_\_\_\_\_\_\_\_\_\_\_

Nay: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Absent: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

The Supervisor declared the resolution adopted.

The Sexton fee will be discussed at the budget meeting in February.

Motion by Evans, support by Dorian to pay the annual fee of $180 to be a member of MiDEAL.

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

Motion by Evans, support by Dorian to designate Steve Keller as the Township Board Representative on the Planning Commission.

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

Old Business:

Clerk Heath will look into the cost of replacing the Welcome to Hanover Township sign. The JCF grant money will be used towards this.

The Conditional Use for Chelsey and Johan Hernandez was discussed. It was requested that they provide a more detailed waste management plan, and also consult with the state/county on the well and septic.

Supervisor Heath mentioned that Columbia Township has agreed to the mediated agreement with minor changes.

Public Comment: None.

Dorian moved the meeting to be adjourned at 9:04 PM, seconded by Keller.

Submitted by:

Rachel L. Heath, Clerk