RESOLUTION FOR POVERTY EXEMPTION - 2024

Resolution 2024-04

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 MCL 211.7u, Public Act 206 of 1893, and

WHEREAS Public Act 390 of 1994 states that the governing body of the local assessing unit shall determine and make available to the public the policy and guidelines the local assessing unit uses for granting poverty exemptions, the adoption of guidelines for Poverty Exemption is within the purview of the Centerville Township Board, and

WHEREAS, pursuant to PA 390 of 1994, the Township of Centerville, Leelanau 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.

NOW, THEREFORE, BE IT ESTABLISHED that:

In order to be eligible for poverty exemption, the claimant shall do all the following on an annual basis:

- 1) Own and occupy the homestead for which the exemption is requested.
- 2) File a claim with the Board of Review after January 1 but one day prior to the last day of the Board of Review on the application prescribed by the State Tax Commission and provided by the Centerville Township Assessor.
- 3) Provide current or preceding year Federal and State income tax returns for all persons residing in the homestead, including any property tax credit returns. If a 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, an affidavit in a form prescribed by the State Tax Commission may be accepted in place of the federal or state income tax return.
- 4) Produce a valid driver's license or other form of identification if requested by the Supervisor or Board of Review.
- 5) Produce a deed, land contract, or other evidence of ownership of the homestead property if requested by the Supervisor or Board of Review.
- 6) Meet the most recent Federal Poverty Guidelines for the number of persons residing in the homestead. (age not considered)

When computing income or cash assets, the computations for subsequent years shall be based on the most recent Federal Poverty Income Guideline issued annually by the United States Department of Health and Human Services and for reference published annually by the State Tax Commission.

Cash assets for a total household <u>may not exceed 10%</u> of the most recent Federal Poverty Guidelines for each family size.

Non-cash assets for the total household <u>may not exceed \$5,000</u>. The following assets are <u>excluded</u> from this limit:

Applicant's homestead property

The Supervisor declared the resolution passed.

- Applicant's household personal property
- One vehicle used for personal transportation and one additional vehicle for each gainfully employed person in the household
- Assets not accessible by the applicant or member of the household
- Farm implements and equipment used to actively cultivate qualified agricultural property

If a person meets all eligibility requirements of this Policy, the Board of Review shall grant a full exemption equal to a 100 % reduction in the taxable value of the principal residence.

An appeal of a decision of the March Board of Review is made by completing and submitting a petition to the Michigan Tax Tribunal no later than July 31 of the same year. A decision of the July or December Board of Review may be appealed by completing and submitting a petition to the Michigan Tax Tribunal within 35 days of the July or December Board of Review's decision.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Supervisor and Board of Review shall follow the above stated policy and federal guidelines in granting or denying an exemption.

and

Centerville Township Resolution No. 2024-05 Natural Hazard Mitigation Plan Adoption Resolution

WHEREAS, all jurisdictions within Leelanau County have exposure to natural, technological and human-induced hazards that may damage or destroy life, property, the environment, or local economy; and

WHEREAS, pro-active mitigation of known hazards before a disaster event can reduce or eliminate damages and impacts to life, property, the environment or local economy; and

WHEREAS, The Disaster Mitigation Act (DMA) of 2000 (Public Law 106-390) established new requirements for pre- and post-disaster hazard mitigation programs; and

WHEREAS, the 2023 Leelanau County Natural Hazard Mitigation Plan 5 Year Update has been developed in accordance to the DMA of 2000 to reflect the concerns of the citizens and stakeholders of Leelanau County; and

WHEREAS, Centerville Township previously adopted the 2016 Leelanau County Natural Hazard Mitigation Plan on July 8, 2015 by Resolution Number #2015-06; and

WHEREAS, Centerville Township affirmed participation in the maintenance of the 2023 Leelanau County Natural Hazard Mitigation Plan and committed to participating in the update of the Plan no less than once every 5 years; and

WHEREAS, the 2023 Leelanau County Natural Hazard Mitigation Plan provides a set of actions to reduce risk from natural hazards through education and outreach programs, establishes a foundation for coordination among agencies in Leelanau County, identifies future mitigation projects, and meets the qualifications for federal assistance programs in order to be eligible for FEMA pre-disaster and post-disaster mitigation grant funding;

NOW, THEREFORE, BE IT RESOLVED, that the Centerville Township Board does hereby adopt the 2023 Leelanau County Natural Hazard Mitigation Plan 5 Year Update as an official plan of Centerville Township.

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Clerk's signatu			Date
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Nο

Yes

Centerville Township Planning Commission Update Report | February 2024

1. Zoning Ordinance Updates

- We are working aggressively to make optimal use of time available through the boardapproved moratorium on site plan reviews.
- Special meetings were scheduled and held on Monday, Jan 15 and Monday, Jan 29 at the township hall. Agendas, minutes, and related handouts available online.
- Additional special meetings have been scheduled for Wednesday, Feb 21 and Wednesday,
 Mar 20. These are in addition to the regular meeting on Monday, Mar 4.
- We anticipate that additional special meetings will be necessary.
- To date, PC review of the ZO has included:
 - Preliminary overview of entire ZO (120 pages)
 - Detailed review of newly added provisions at beginning (e.g., Enabling Clause, Limitations of ZO, Repeal of Previous ZO, Interpretation and Relationship to other Regulations, Scope, Validity and Severability, etc.)
 - Definitions (12 pages)
 - Closer look at various sections including, but not limited to:
 - * 3.10 Docks, Moorings, and Boats
 - 3.11 Maximum Height
 - 3.13 Trailer Homes
 - 3.20 Agricultural Tourism
- Sections that will be of focus at our next meeting (Feb 21) include, but are not limited to:
 - o Agricultural Tourism
 - o Special Use Permit
 - o Site Plan Review
 - Keyholing
- Discussions have also included the opportunity to simplify Commercial Wind Energy and addressing siting of utility-scale renewable energy projects. Timing of those TBD.
- Public attendance has been good, and we have engaged citizens observing and looking to contribute to the work.

2. Short-Term Rentals Sub-Committee

- As reminder, the STR S/C was formed last fall to help advance some preliminary fact finding related to the issue on behalf of the PC.
- Approximately 14 township residents joined the STR S/C. Subsequently split into two
 working groups: (1) inventory of existing STRs to set baseline and (2) research other
 townships like Centerville that have taken different actions related to STRs and learn what
 their experience has been.
- STR S/C completed their work in late 2023 but because of NG-LPC site plan review, staff changes, moratorium, etc. we have not had a chance to review and benefit from their work.
- STR S/C reps will be attending the March 4 PC regular meeting to report on their findings.

3. Northgate, LLC. and Leelanau Pines Campground

- Revised site plan by applicant was denied on a 2 (against) vs. 1 (conditionally) approve vote at the Dec PC regular meeting.
- Minutes from that meeting were subsequently reviewed and approved by the PC at the Jan 15 meeting. However, we did not review the updated and final version of the Findings of Fact related to the decision on January 15.
- At the Feb 5 regular PC meeting we reviewed, discussed, and approved the final version of the Findings of Fact and re-opened the Dec minutes to incorporate those minutes and reapprove them.

4. Amoritas and Under Canvas

No further communication from either party to the PC since their attendance at the Dec 4.
 PC regular meeting. Will continue to share information.

5. 2024-2025 Planning

- Meeting Planning:
 - Each year we set our meeting schedule in advance which is currently the first Monday of every month with exceptions of January, July, and September. We will set our 2024-2025 schedule at the March meeting and post the schedule to the website.
- Officer selection:
 - i. per PC Bylaws section 4 "OFFICERS" the PC shall select from its membership a chairperson, vice-chairperson, and secretary.
 - Currently the chair is Lindy Kellogg and secretary is Joe Mosher. The vice-chair position has been vacant since Tim Johnson resigned late last year and Lindy assumed chair duties.
 - iii. We are planning to review and select officers for 2024-2025 as required and additionally we would like to determine who will serve as ZBA representative and need guidance from the board.

This is a summary report of updates from the planning commission updates to the township board and was prepared in advance to allow for better preparation and enable more informed discussion on any questions or concerns that arise. This is not meant to be a comprehensive list of all the work being done by the PC or to replace the official records which are codified in approved meeting minutes posted to the township website.

Respectfully prepared and submitted,

Joe Mosher

Centerville Township Board Trustee Centerville Township Planning Commission Secretary and Board Representative

CENTERVILLE TOWNSHIP 5001 S French Road CEDAR, MICHIGAN 49621 Township Board Salary Resolutions Resolutions # 2024 – 01, 02, 03 Adopted February 14, 2024

Resolution to establish to establish the Supervisor's annual salary

WHEREAS, MCL 41.95 authorizes the township board of Centerville Township to determine the salaries for the offices of supervisor, clerk, and treasurer for fiscal year 2024-2025 by adopting a resolution at least 30 days prior to the township annual meeting of the electors; and

WHEREAS, the township board deems that an adjustment in the salary of the office of Supervisor is warranted;

THEREFORE BE IT RESOLVED, that as of April 1, 2024, the annual salary of the office of Supervisor shall be \$13,000.00

BE IT ALSO RESOLVED, that this resolution shall be submitted to the electors at the annual meeting to be held on **March 23**, **2024**, at which time the electors may modify these amounts. Pursuant to MCL 41.95(7), such modification(s) that may be made by the electors cannot result in a reduction of salary during an official's term of office unless the responsibilities and requirements of that office are diminished, and the official agrees in writing to that reduction. In the event that the electors fail to act on this resolution, the officer shall be entitled to the salary as established in this resolution, in accordance with state law.

BE IT FURTHER RESOLVED, that this resolution, adopted on February 14, 2024, is properly adopted by the Centerville Township Board at least 30 days prior to the annual meeting, as required by law.

The foregoing resolution offered by board member Supported by board member

Upon a roll call vote, the following voted: Chiles: Hubbell: Pleva: Schaub: Mosher:

Summary: Aye Nay

The supervisor declared the resolution adopted.

Elizabeth Chiles, Clerk

Resolution to establish to establish the Clerk's annual salary

WHEREAS, MCL 41.95 authorizes the township board of Centerville Township to determine the salaries for the offices of supervisor, clerk, and treasurer for fiscal year 2024-2025 by adopting a resolution at least 30 days prior to the township annual meeting of the electors; and

WHEREAS, the township board deems that an adjustment in the salary of the office of Supervisor is warranted.

THEREFORE BE IT RESOLVED, that as of April 1, 2023, the annual salary of the office of Clerk shall be \$20,000.00

BE IT ALSO RESOLVED, that this resolution shall be submitted to the electors at the annual meeting to be held on **March 23**, **2024**, at which time the electors may modify these amounts. Pursuant to MCL 41.95(7), such modification(s) that may be made by the electors cannot result in a reduction of salary during an official's term of office unless the responsibilities and requirements of that office are diminished, and the official agrees in writing to that reduction. In the event that the electors fail to act on this resolution, the officer shall be entitled to the salary as established in this resolution, in accordance with state law.

BE IT FURTHER RESOLVED, that this resolution, adopted on February 14, 2024, is properly adopted by the Centerville Township Board at least 30 days prior to the annual meeting, as required by law.

The foregoing resolution offered by board member

Supported by board member

Upon a roll call vote, the following voted: Chiles: Hubbell: Pleya: Schaub: Schwantes:

Summary: Aye Nay

The supervisor declared the resolution adopted.

Elizabeth Chiles, Clerk

Resolution to establish to establish the Treasurer's annual salary

WHEREAS, MCL 41.95 authorizes the township board of Centerville Township to determine the salaries for the offices of supervisor, clerk, and treasurer for fiscal year 2024-2025 by adopting a resolution at least 30 days prior to the township annual meeting of the electors; and WHEREAS, the township board deems that an adjustment in the salary of the office of Supervisor is warranted;

THEREFORE BE IT RESOLVED, that as of April 1, 2024, the annual salary of the office of Treasurer shall be \$19,000.00

BE IT ALSO RESOLVED, that this resolution shall be submitted to the electors at the annual meeting to be held on **March 23**, **2024**, at which time the electors may modify these amounts. Pursuant to MCL 41.95(7), such modification(s) that may be made by the electors cannot result in a reduction of salary during an official's term of office unless the responsibilities and requirements of that office are diminished, and the official agrees in writing to that reduction. In the event that the electors fail to act on this resolution, the officer shall be entitled to the salary as established in this resolution, in accordance with state law.

BE IT FURTHER RESOLVED, that this resolution, adopted on February 14, 2024, is properly adopted by the Centerville Township Board at least 30 days prior to the annual meeting, as required by law.

The foregoing resolution offered by board member

Supported by board member

Upon a roll call vote, the following voted: Chiles: Hubbell: Pleva: Schaub: Schwantes:

Summary: Aye No

The supervisor declared the resolution adopted.

Elizabeth Chiles, Clerk

Profit & Loss Budget vs. Actual April 1, 2023 through February 14, 2024 CENTERVILLE TOWNSHIP

02/11/24 Cash Basis

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CENTERVILLE TOWNSHIP Profit & Loss Budget vs. Actual

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02/11/24 Cash Basis

Apr 1, 23 - Feb 14, 24	101-171 · Township Supervisor 171-701 · Adm Wages 171-726 · Office Supplies 171-801 · Legal fees 171-800 · Travel 171-855 · Miscellaneous 171-960 · Education & Training 171-960 · Education & Training 171-960 · Education & Other	Total 101-171 - Township Supervisor	215-701 · Wages 215-701 · Wages 215-703 · Part Time Wages 215-726 · Office Supplies/Software 215-802 · Contracted Services 215-800 · Travel 215-800 · Computer services 215-930 · computer services 215-960 · Education & Training 775,00 1010-215 · Clerk · Other	Total 101-215 · Clerk 22,895.59	247-703 · Part Time Wages 247-703 · Part Time Wages 247-900 · Printing & Publishing 247-960 · Education & Training 101-247 · Board of Review - Other	Total 101-247 · Board of Review	101-253 · Treasurer 16,225.00 253-701 · Wages & School Col. 390.00 253-703 · Part Time Wages 1,257.10 253-726 · Office Supplies/Software 3,117.24 253-802 · Contracted Services 204.62 253-860 · Travel 312.00 253-960 · Education & Training 0.00 101-253 · Treasurer · Other 0.00	Total 101-253 · Treasurer.
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April 1, 2023 through February 14, 2024

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Total 101-336 • Fire Department	16 294,776.15	-204.99	%6.66
101-448 · Street Lighting 448-920 · Utilities-Electric 101-448 · Street Lighting - Other	1,000.00 0.00	-152.00 0.00	84.8% 0.0%
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CENTERVILLE TOWNSHIP Profit & Loss Budget vs. Actual

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101-721 - Planning	Apr 1, '23 - Feb 14, 24	Budget	\$ Over Budget	% of Budget
721-601 - Part Time Wages 721-801 - Legal Fees & Professional	6,372.50 20,198.33	5,300.00 4,000.00	1,072.50	120.2% 505.0%
721-860 - Travel	566.91	200.00	366.91	283.5%
721-900 - Printing & Publishing	466.11	300.00	166.11	155.4%
727-960 - Education & Training	1,083.40	750.00	333.40	144.5%
	On n	0.00	0.00	0.0%
Total 101-721 · Planning	28,687.25	10,550.00	18,137.25	271.9%
101-722 · Zoning Board of Appeals	ć	6	60	č
722-801 - Legal Faces	00.0	300,00	300.00 00.000	0,0%
722-860 · Travel	108.08	100.00	8.08	108.1%
722-900 · Printing & Publishing	0.00	50.00	-50.00	%0.0
722-960 · Education & Training 101-722 · Zoning Board of Appeals - Other	176.00 0,00	300,00	-124.00 0.00	58.7% 0.0%
Total 101-722 · Zoning Board of Appeals	284.08	1,750.00	-1,465.92	16.2%
101-723 · Zoning Administrator 723-701 · Contracted Services	8.800.00	9 600 O	800 00	%2.10
723-726 · Office Supplies	00.0	0.00	0.00	%0.0
723-860 · Travel	0.00	0.00	0.00	%0:0
723-955 • Miscellaneous	0.00	0,00	00.00	%0.0
723-500 · Education and Telining 101-723 · Zoning Administrator - Other	0.00	0.00	0.00	0.0% 0.0%
Total 101,723 · Zoning Administrator	8,800.00	9,600.00	.00'008-	91.7%
101-751 · Parks				
751-801 · Contracted Services 751-030 · Renaire & Maintenance	726.44	1,000.00	-273.56	72.6%
101-751 Parks - Other	0.00	0.00	0.00	0.0%
Total 101-751 · Parks	751.44	3,500.00	-2,748.56	21.5%
101-841 · Bank Monthly Service Fee	207,50	:500.00	-292,50	41.5%
851-955 - Insurance & Bonds 101-851 - Insurance & Bonds - Other	7,765,00	8,000.00	-235,00	97.1% 0.0%
Total 101-851 · Insurance & Bonds	7,765.00	8,000.00	-235.00	97.1%
101-861 · Employers Share of Retirement		000	000	/ ₆ U U
101-862 - FICA & Medicare Taxes 101-871 - Workers Compensation Insurance 101-880 - General Government Misc	9,748.10	8,000,00 800,00	1,748.10	121.9% 0.0%
4000 · Reconciliation Discrepancies	0.00	00.00	0.00	%0.0 0.0%

Profit & Loss Budget vs. Actual April 1, 2023 through February 14, 2024 CENTERVILLE TOWNSHIP

02/11/24 Cash Basis

	Apr 1, '23 - Feb 14, 24	Budget	\$ Over Budget	% of Budget
5977 · Capital Outlay 97014 · Land & Improvements 97214 · Buildings & Improvements 97714 · Equipment 5977 · Capital Outlay - Other	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	00°0 00°0 0°0	%0.0 %0.0 %0.0
Total 5977 · Capital Outlay	00.00	00'0	0.00	%0'0
6999 Uncategorized Expenses	00'0	00:00	00.00	%0:0
Total Expense	591,313.04	564,954,15	26,358,89	104.7%
Net Ordinary Income	-123,748,21	33,522,85	-157,271.06	.369,1%
Other Income/Expense Other Income 282-665 - Interest - ARPA	00.0	0.00	00.00	0.0%
Total Other Income	0.00	0.00	00:0	%0.0
Net Other Income	00:0	00'0	00.00	%0.0
Net Income	-123,748.21	33,522,85	-157,271.06	-369.1%