

CALL TO ORDER: Supervisor Julian called the regular meeting of the Kasson Township Board to order at 7:00 pm, with the Pledge of Allegiance.

The meeting was dedicated in honor of Mary Newman, a long-time community member and election inspector, who recently passed away.

ROLL CALL: Members Present: Greg Julian – Supervisor, Dana Boomer - Clerk, Julia Carter – Treasurer, Roger Noonan – Trustee, Tad Carter – Trustee
Member(s) Absent: None
Staff Present: None

AMENDMENTS TO AGENDA – The board briefly discussed the agenda. **Noonan moved to approve the agenda as presented. J. Carter seconded. All in favor, motion carried.**

PUBLIC COMMENT: Steve Yoder – He is from Solon Township, and recently filed for the Republican nomination for District 7 County Commissioner. He is a member of the Solon Township Board and Planning Commission and the County Planning Commission. He is present tonight to hear what’s going on in the township and answer any questions that people may have for him as a county commissioner candidate.

MINUTES – The board discussed the minutes from the regular meeting on January 11, 2024. **Noonan moved, T. Carter seconded to approve the January 11, 2024 regular meeting minutes as presented. All in favor, motion carried.**

PERTINENT COMMUNICATIONS: None

PRESENTATION: None

FINANCIAL REPORTS:

- a) **TREASURER’S REPORT:** J. Carter had previously submitted the treasurer’s report to the board. Receipts total \$610,025.76. Disbursements \$733,291.06. Balance \$1,008,946.62.
- b) **BUDGET REPORT:** Boomer presented a budget report for January. The board briefly discussed.
- c) **BILL APPROVAL** – Boomer presented the updated check detail. The board briefly discussed. **T. Carter moved to pay the bills as presented; seconded by Noonan. All in favor, motion carried.**

UNFINISHED BUSINESS:

- a. **Cemeteries** – Julian touched base with Leelanau Redi-Mix, and they are interested in moving forward with some concepts for the replacement section markers for the cemetery.
- b. **Mining/Gravel Legislation** – Julian reported that the legislature has taken no action on the gravel legislation.

- c. **Sidewalk & Parking Ordinances** – Julian and T. Carter are continuing to work with Gosling Czubak and the Road Commission on the Maple City projects. The Road Commission will be present at the March board meeting to give their 2023 annual report and discuss ongoing projects.
- d. **Park Tables & Benches** – Julian has been continuing to work on getting specifications for park tables and benches with Dave Murphy, and is working with the county to look at the possibilities for synthetic materials for the tables and benches.
- e. **ZBA Appointment** – The board briefly discussed. A letter of interest has been received from Emily Stuhldreher for appointment to the ZBA. The term would be for the remainder of Jerry Gretzinger’s term, which ran through November 2026. **Boomer moved, Noonan seconded to appoint Emily Stuhldreher to the Zoning Board of Appeals through November 2026. All in favor, motion carried.**
- f. **Enduro Circuit Court Case** – The Township filed its documentation with the court, and is now waiting for responses from the applicant and neighborhood association. Oral arguments are currently scheduled for April.
- g. **2024/2025 Budget** – The board discussed the draft budget, which has been updated with current numbers through January. Boomer is working to get updated income numbers, in addition to the changes discussed last month. She will also review to ensure there is enough set aside for legal fees. An updated draft will be presented at the March board meeting, for approval at the special meeting after the annual meeting.
- h. **Other Unfinished Business** - None

NEW BUSINESS –

- a. **Board of Review Resolution** – Krombeen had forwarded an updated Board of Review Poverty Exemption Resolution for approval. This resolution will now be able to remain the same going forward, and not require re-approval every year. The board briefly discussed. The Poverty Exemption Resolution will be Resolution 2-2024. **Noonan moved to approve the Poverty Exemption Resolution #2-2024, T. Carter seconded. Roll call vote: Noonan (yes), T. Carter (yes), J. Carter (yes), Boomer (yes), Julian (yes).**
- b. **Natural Hazard Mitigation Plan Resolution** – The county has finished developing their Natural Hazard Mitigation Plan, and has forwarded the plan to townships to approve resolutions regarding the plan. The plan is approved at the county level, but the townships must approve resolutions to allow them to receive funding for disaster assistance or grant monies for disaster mitigation. Boomer had forwarded the resolution to the board for consideration – the Natural Hazard Mitigation Plan Resolution will be Resolution 3-2024. The board briefly discussed. **Noonan moved to approve the Natural Hazard Mitigation Plan Resolution #3-2024, J. Carter seconded. Roll call vote: J. Carter (yes), T. Carter (yes), Boomer (yes), Noonan (yes), Julian (yes). Motion approved.**
- c. **Salary Resolutions** - Boomer presented draft resolutions for 2024 salaries of the board members (see attached). The board discussed. Julian believes that every year the duties assigned to the

board members, especially the clerk and treasurer, increase. He believes that all members of the board should receive raises. Boomer and Noonan feel that raises have been being done every two years and that should continue. T. Carter asked whether there was more money being generated from those positions – there will be an increase in money generated from the treasurer position due to the fees associated with school taxes now being collected in the summer. Boomer does not feel it appropriate for board members to vote themselves raises every year.

The board first discussed the Supervisor’s salary. **Julian moved to accept Resolution #04-2024, with the Supervisor’s salary in the amount of \$14,450. T. Carter seconded. Roll call vote: T. Carter (yes), J. Carter (yes), Noonan (no), Boomer (no), Julian (yes). Motion carried.**

The board then discussed the clerk’s salary. **Julian moved to increase the Clerk’s salary to \$19,200. T. Carter seconded. Roll call vote: Boomer (no), Noonan (no), Julian (yes), T. Carter (yes), J. Carter (no). Motion failed.**

Boomer moved to accept Resolution #05-2024, with the Clerk’s salary in the amount of \$17,400. T. Carter seconded. Roll call vote: T. Carter (yes), J. Carter (yes), Noonan (yes), Boomer (yes), Julian (no). Motion passed.

The board then discussed the treasurer’s salary. **Julian moved to increase the Treasurer’s salary to \$19,200. T. Carter seconded. Roll call vote: Julian (yes), T. Carter (yes), J. Carter (no), Noonan (no), Boomer (no). Motion failed.**

Boomer moved to accept Resolution #06-2024, with the Treasurer’s salary in the amount of \$17,400. Noonan seconded. Roll call vote: T. Carter (yes), J. Carter (yes), Noonan (yes), Boomer (yes), Julian (no). All in favor, motion carried.

The board then discussed the trustee’s salary. Julian believes the trustees should receive a salary, in addition to their meeting per diem. Boomer would be in favor of this if there was a defined set of expectations for what the trustees would accomplish outside of board meetings – for example, Noonan taking care of scheduling for the hall. The board briefly discussed. **Julian moved to increase the Trustee’s salary to \$2,400 per year, plus \$125 per meeting per diem. The motion died for lack of a second.**

Boomer moved to accept Resolution #07-2024, with the Trustee’s salary in the amount of \$125 per meeting. J. Carter seconded. Roll call vote: T. Carter (yes), J. Carter (yes), Noonan (yes), Boomer (yes), Julian (no). Motion carried.

Julian is disappointed that the board decided not to compensate the clerk and treasurer for their additional duties.

- d. Snowmobile Trail** – The snowmobile club has continued to work with the County and property owners on a trail that runs past the Township Hall. The snowmobile club has requested that signage be allowed to be placed on township property near the hall. Julian believes that with the precarious, already dangerous intersection at Newman and Kasson Center Roads, the township should not yet take action on this request. The County has recommended that even for signs, a landowner lease agreement be signed. Julian is not comfortable with the signage being placed

until the County finalizes their decision, and maybe even until the intersection is redesigned. Noonan agrees with Julian, and hopes that the snowmobile club will be able to redesign their trail to avoid Newman Road. Julian is going to be meeting with the Road Commission next week and will pass concerns along to them regarding the intersection and other road concerns in the township. The board took no action on the request from the snowmobile club.

e. Other New Business - None

CAPITAL PROJECTS – EXPLORATION

- a. Maple City Improvement Project** – This was discussed earlier. Julian has been continuing to follow up with the Road Commission and Gosling Czubak. Boomer mentioned that a portion of Hill Street has the lowest quality road rating in the township, per the recent road study that was released. She wondered if an upgrade/rebuild of this road could be included with the improvements to the rest of the village. Julian will bring this up to the Road Commission, and it can be discussed at the March meeting as well.

- a. Township Hall Renovation** – Julian reported that there have been temporary parking lot lights installed. The electrician has received the permanent lights, but the ground is too frozen to install them.

- b. Fire Department Capital Improvements** – Julian worked on a piece of property that has potential, and has spoken with Tim Stein. There are a couple of pieces that have been identified outside of the core area, one to the south and one to the west. Stein has communicated that Cleveland is reluctant to consider property outside of the core area at CR-616 and CR-669. In addition, Stein has communicated that Cleveland is still unsure whether they are interested in a full station or just a building to park apparatus. Boomer reiterated that the Fire Chief has consistently stated that a building to park apparatus would be useless without staff for the vehicles, as there are no department staff that live in that vicinity and could respond from home. In order to staff the building, staff offices and living quarters would need to be included in the design. The Kasson board had a consensus that they are interested in building a full station, and that moving somewhat to the west or east from the core area would be acceptable, but they understand Cleveland’s reluctance to move south.

R. Noonan recommended that the board send a written communication to the Cleveland Township Board asking whether they are willing to make a commitment to building a station, whether they are willing to look outside of the intersection of CR-616 and CR-669 and whether they are willing to commit to a full station or only a sub-station. The board had consensus to send this communication. In addition, Julian will work to look at potential building layouts and costs for a station. Julian will also bring this topic up at the next Fire Board to ensure that there is still a commitment to the need for a new station from the Fire Board.

REPORTS: Planning Commission (PC) – There was no report.

Zoning Administrator (ZA) – Cypher had previously submitted written reports to the board.

Supervisor – Julian summarized his activities for the month. He has been in contact with various citizen concerns over the month.

Assessor – Standard assessing business is ongoing. The Board of Review meetings will take place in March.

Fire Board – At the January meeting, meetings were changed to the first Wednesday of the month. There is now an employee-funded short term disability program running through payroll. Union contract negotiations will start in April or May, as that contract expires in February 2025. The annual report is in progress, and Chief Doornbos will attend as many annual meetings as possible. The interlocal agreement group met, and recommends that the budget stay with a two-year budget process.

Boomer disagrees with staying with a two-year budget. The department is not asking to be allowed to increase the amounts by which the budget can be increased per year (currently 10% in even years and 5% in odd years), they are asking to move to a one-year budget to allow better budgeting within those amounts. It looks extremely unprofessional for both the staff and Fire Board to be having to regularly make five-figure budget adjustments because it is 2-3 years between when a budget is developed and when the second year of the budget cycle ends. One-year budgets are the standard for municipal entities. Moving to a one-year budget cycle while maintaining the increase caps would allow for appropriate millage planning by the townships while allowing the fire department to develop and maintain more accurate budgets. Julian will take this discussion back to the Fire Board.

Clerk/Elections Report – Boomer reported that the townships and county are preparing for the February election. Almost 300 absentee ballots have been sent out, and early voting begins on February 17.

COMMITTEE REPORTS: Hall Use and Buildings and Grounds Reports – The hall has not been used. Julian will have the hall cleaned between the February PC meeting and the election, and again between the election and the March board meeting. There are still construction materials next to the parking lot – Julian will ask Flaska to have those cleaned up prior to the election.

PUBLIC COMMENT: Mike Lanham – He would like to have an agenda item on next month's agenda regarding the upkeep and maintenance for the water source on Olivia Drive.

BOARD COMMENT: Julian will be contacting the Road Commission about the road issues, and thanked everyone for attending.

The next regular meeting will be Wednesday, March 13 at 7 pm.

Motion by Noonan to adjourn, second by J. Carter / **All in favor, motion carried.** Meeting adjourned at 8:47 pm.

Submitted by:
Dana Boomer, Township Clerk

RESOLUTION FOR POVERTY EXEMPTION - 2024

Resolution 02-2024

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 Kasson Township Board, and

WHEREAS, pursuant to PA 390 of 1994, the Township of Kasson, 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 Kasson 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 may not exceed 10% of the most recent Federal Poverty Guidelines for each family size.

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

- Applicant's homestead property
- 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.

The foregoing resolution offered by Township Board Member Noonan and supported by Township Board Member T. Carter.

Upon roll call vote, the following voted:

Aye: Noonan, T. Carter, J. Carter, Boomer, Julian

Nay: None

Absent: None

The Supervisor declared the resolution passed.

Kasson Township Resolution No. 3-2024
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, Kasson Township previously adopted the 2016 Leelanau County Natural Hazard Mitigation Plan on September 14, 2015 by Resolution Number 11 of 2015; and

WHEREAS, Kasson 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 Kasson Township Board does hereby adopt the 2023 Leelanau County Natural Hazard Mitigation Plan 5 Year Update as an official plan of Kasson Township.

Noonan moved, J. Carter seconded to approve Resolution #3-2024.

Ayes: J. Carter, T. Carter, Boomer, Noonan, Julian

Nays: None

Absent: None

The Supervisor declared Resolution #3-2024 approved on February 13, 2024.

RESOLUTION # 04-2024

RESOLUTION TO ESTABLISH TOWNSHIP SUPERVISOR SALARY

WHEREAS, Michigan Compiled Law 41.95 authorizes the township board of Kasson Township to determine the salaries for the offices of supervisor, clerk, treasurer and trustee for fiscal year – by adopting a resolution at least 30 days prior to the township annual meeting, and WHEREAS, on January 11, 2024, the township board adopted a resolution to hold the township annual meeting on March 23, 2024, at 10:00 a.m., 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 salary for the following township office shall be:

Supervisor.\$14,450

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 10:00 a.m. at which time the electors may modify this resolution. Pursuant to MCLA 41.95(7), such modification(s) that may be made by the electors cannot result in a reduction of salary during each official’s term of office. In the event that the electors fail to act on this resolution, the office shall be entitled to the salaries as established in this resolution, in accordance with state law.

BE IT FURTHER RESOLVED, that this resolution, adopted this 13th day of February, is properly adopted by the Township board at least 30 days prior to the annual meeting, as required by law.

Moved by board member: Julian
Supported by board member: T. Carter
Upon a roll call vote, the following voted:

Aye: Julian, T. Carter, J. Carter
Nay: Boomer, Noonan
Absent: None

The supervisor declared the resolution adopted.

RESOLUTION # 05-2024

RESOLUTION TO ESTABLISH TOWNSHIP CLERK SALARY

WHEREAS, Michigan Compiled Law 41.95 authorizes the township board of Kasson Township to determine the salaries for the offices of supervisor, clerk, treasurer and trustee for fiscal year – by adopting a resolution at least 30 days prior to the township annual meeting, and
WHEREAS, on January 11, 2024, the township board adopted a resolution to hold the township annual meeting on March 23, 2024, at 10:00 a.m., and
WHEREAS, the township board deems that no adjustments in the salary of the office of clerk are Warranted.

THEREFORE BE IT RESOLVED that as of April 1, 2024, the salary for the following township office shall be:

Clerk.\$17,400

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 10:00 a.m. at which time the electors may modify this resolution. Pursuant to MCLA 41.95(7), such modification(s) that may be made by the electors cannot result in a reduction of salary during each official’s term of office. In the event that the electors fail to act on this resolution, the office shall be entitled to the salaries as established in this resolution, in accordance with state law.

BE IT FURTHER RESOLVED, that this resolution, adopted this 13th day of February, is properly adopted by the Township board at least 30 days prior to the annual meeting, as required by law.

Moved by board member: Boomer
Supported by board member: T. Carter
Upon a roll call vote, the following voted:

Aye: T. Carter, J. Carter, Boomer, Noonan
Nay: Julian
Absent: None

The supervisor declared the resolution adopted.

RESOLUTION # 06-2024

RESOLUTION TO ESTABLISH TOWNSHIP TREASURER SALARY

WHEREAS, Michigan Compiled Law 41.95 authorizes the township board of Kasson Township to determine the salaries for the offices of supervisor, clerk, treasurer and trustee for fiscal year – by adopting a resolution at least 30 days prior to the township annual meeting, and

WHEREAS, on January 11, 2024, the township board adopted a resolution to hold the township annual meeting on March 23, 2024, at 10:00 a.m., and

WHEREAS, the township board deems that no adjustments in the salary of the office of treasurer are Warranted.

THEREFORE BE IT RESOLVED that as of April 1, 2024, the salary for the following township office shall be:

Treasurer.\$17,400

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 10:00 a.m. at which time the electors may modify this resolution. Pursuant to MCLA 41.95(7), such modification(s) that may be made by the electors cannot result in a reduction of salary during each official’s term of office. In the event that the electors fail to act on this resolution, the office shall be entitled to the salaries as established in this resolution, in accordance with state law.

BE IT FURTHER RESOLVED, that this resolution, adopted this 13th day of February, is properly adopted by the Township board at least 30 days prior to the annual meeting, as required by law.

Moved by board member: Boomer

Supported by board member: Noonan

Upon a roll call vote, the following voted:

Aye: T. Carter, J. Carter, Boomer, Noonan

Nay: Julian

Absent: None

The supervisor declared the resolution adopted.

RESOLUTION # 07-2024

RESOLUTION TO ESTABLISH TOWNSHIP TRUSTEES' SALARY

WHEREAS, Michigan Compiled Law 41.95 authorizes the township board of Kasson Township to determine the salaries for the offices of supervisor, clerk, treasurer and trustee for fiscal year – by adopting a resolution at least 30 days prior to the township annual meeting, and

WHEREAS, on January 11, 2024, the township board adopted a resolution to hold the township annual meeting on March 23, 2024, at 10:00 a.m., and

WHEREAS, the township board deems that no adjustments in the salary of the office of trustee are Warranted.

THEREFORE BE IT RESOLVED that as of April 1, 2024, the salary for the following township office shall be:

Trustee.\$125/meeting

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 10:00 a.m. at which time the electors may modify this resolution. Pursuant to MCLA 41.95(7), such modification(s) that may be made by the electors cannot result in a reduction of salary during each official's term of office. In the event that the electors fail to act on this resolution, the office shall be entitled to the salaries as established in this resolution, in accordance with state law.

BE IT FURTHER RESOLVED, that this resolution, adopted this 13th day of February, is properly adopted by the Township board at least 30 days prior to the annual meeting, as required by law.

Moved by board member: Boomer

Supported by board member: J. Carter

Upon a roll call vote, the following voted:

Aye: T. Carter, J. Carter, Boomer, Noonan

Nay: Julian

Absent: None

The supervisor declared the resolution adopted.