

**CHARTER TOWNSHIP OF VAN BUREN
BOARD MEETING MINUTES
JANUARY 14, 2014**

Supervisor Combs called the meeting to order at 7:00 p.m. in the Board Room. Present: Supervisor Linda Combs, Clerk Leon Wright, Treasurer Sharry Budd, Trustee Phillip Hart, Trustee Jeffrey Jahr, Trustee Brenda McClanahan and Trustee Reggie Miller. Absent: None. Others in attendance: Planning and Economic Development Director Arthur Mullen, Assessing Coordinator Linda Stevenson, Secretary Kathleen Cline and an audience of ten (10).

APPROVAL OF AGENDA: Budd moved, Hart seconded to approve the agenda as presented. Carried.

APPROVAL OF CONSENT AGENDA: Jahr moved, McClanahan seconded to approve the Consent Agenda [Work Study Minutes December 16, 2013; Closed Session Minutes December 16, 2013; Regular Board Meeting Minutes December 17, 2013; Adoption of Resolution 2014-01, 2014 Board of Review Poverty Exemption Guidelines; Treasurer's request to extend without penalty the collection of the 2013 Winter property taxes through Friday, February 28, 2014; Adoption of Resolution 2014-02, Revocation of General Electric (GE) Industrial Facilities Exemption Certificate 324-2011; Reappointments of Vera Ireland, Mary Korgal, Stephanie Soja, Margaret Thompson and Helen Wylie to the September Days Senior Center Endowment Committee with terms to expire January 15, 2016; Voucher List of January 14, 2014.] as presented. Carried.

PUBLIC HEARING: Hart moved, Wright seconded to open the public hearing to hear public comment on the use of fiscal year 2014-15 Community Development Block Grant (CDBG) funds. Roll Call Vote. Yeas: Combs, Wright, Budd, Hart, Jahr, McClanahan and Miller. Nays: None. Absent: None. Carried.

Supervisor Combs opened the public hearing at 7:13 p.m. Supervisor Combs went to Director Mullen for an overview of the CDBG plan. Director Mullen stated the Township is seeking comments from the public for potential projects that would meet the CDBG funding guidelines. The Department of Housing and Urban Development (HUD) objectives of the CDBG program are for the development of viable communities by providing decent housing and a suitable living environment and expanding economic opportunities. The three national objectives for projects are: to benefit low/moderate income persons, prevent or eliminate slum and/or blight and to meet urgent community development needs. The estimated funding level for 2014-2015 CDBG Budget year is \$125,000. This is the first of two public hearing to be held to hear public input and the second public hearing will be held at the end of February. The township's application is due to Wayne County by March 17th and Wayne County will hold their public hearing in March. Director Mullen stated there are four census tracts within the township which qualify for CDBG funds to be used for projects. Clerk Wright inquired what qualifies for meeting urgent community development needs and Director Mullen stated a disaster such as a tornado, flood or earthquake. Trustee Jahr requested Director Mullen list some of the township's past projects. Director Mullen stated Senior and Youth programs, housing rehabilitation, improvements to Beck ball fields and handicap ramps are some of the recent projects the township has used CDBG funding for. Residents can contact Planning and Economic Director Mullen at 734-699-8913 if they have a project to submit. Trustee Jahr inquired about the status of the sidewalks for Belleville Road. Director Mullen stated the sidewalk project is being completed by the Downtown Development Authority (DDA) due to Wayne County's informing the township the sidewalk project may not be eligible for CDBG funds. Trustee Miller inquired if the township has ever given back in CDBG funds. Director Mullen stated yes the township recently gave back money from housing rehabilitation funding due to the township inability to meet the criteria for the use. Treasurer Budd stated it is rare that the township gives back any CDBG funds.

Supervisor Combs reiterated that residents who may qualify for housing rehabilitation funding to check with the township Developmental Services Department to see if they are eligible for the funds.

Mr. Delaney, a resident stated the sidewalks for Belleville Road should be a CDBG project since it is a Public Safety issue and it is in the CDBG district and the township needs to have sidewalks on Belleville Road however it is accomplished. Supervisor Combs stated the DDA is working on the Belleville Road sidewalk project.

There being no further discussion, a motion was made to close the public hearing at 7:29 p.m.

Jahr moved Hart seconded to close the public hearing. Roll Call Vote. Yeas: Combs, Wright, Budd, Hart, Jahr, McClanahan and Miller. Nays: None. Absent: None. Carried.

Budd moved, Hart seconded to hear public comment on reprogramming a portion of the Township's fiscal year 2011 Community Development Block Grant (CDBG) funds. Roll Call Vote. Yeas: Combs, Wright, Budd, Hart, Jahr, McClanahan and Miller. Nays: None. Absent: None. Carried.

Supervisor Combs opened the public hearing at 7:30 p.m. Supervisor Combs went to Director Mullen for an explanation. Director Mullen stated over the past several years the Township has been programming a portion of CDBG allocation into the Belleville Road sidewalk project. The Housing and Urban Development (HUD) has raised some concerns about the cost benefit of the acquisition of the required easements versus the construction costs. To avoid losing the money previously allocated in 2011 it is recommended that the funds be reprogrammed into funding for improvements to the Beck Road ball field project. Trustee McClanahan inquired how much time the township has to spend these funds. Director Mullen stated in general two years from the date funds are available; however, the township has the Beck Road ball field improvement project available to use these reprogramed funds. Mr. Delaney, a resident inquired if a walking/bike path could be installed for pedestrian use from the Service Drive to the Beck ball fields. Trustee Jahr stated this could be a possible future project for CDBG funding.

There being no further discussion, a motion was made to close the public hearing at 7:36 p.m.

Budd moved Miller seconded to close the public hearing. Roll Call Vote. Yeas: Combs, Wright, Budd, Hart, Jahr, McClanahan and Miller. Nays: None. Absent: None. Carried

CORRESPONDENCE: Supervisor Combs read a letter addressed to the Van Buren Police and Fire Departments on behalf of Rawsonville Elementary School staff and students expressing their gratitude for adopting eight of their students for shop with a Hero.

Service awards were given to the following employees Sally Donaldson, Lacey Marcotte, Michael Rini, Ryan Barry and David Champagne for 5 years of service; Elizabeth McCormick, Amy Smith, Teri Rea and David Champagne for 10 years of service; John Hayden, Michael Papin and David McNally for 20 years of service; Terri Brooks for 25 years of service and Fred Yono for 35 years of service.

On Wednesday January 15th Van Buren Area Little League (VBALL) registration will take place at McBride Middle School from 6:00 p.m. to 8:00 p.m. Registrations can also be mailed to VBALL P.O. Box 95 Belleville, MI 48111 or online at www.VanBurenAreaLittleLeague.org.

UNFINISHED BUSINESS: None.

NEW BUSINESS: Wright moved, Jahr seconded to approve reprogramming fiscal year 2011 Community Development Block Grant (CDBG) funds [\$83,474] for the Beck ball field project. Carried.

Budd moved, Hart seconded to approve the agreement with Van Buren Area Little League and to authorize the Supervisor and Clerk to execute the agreement. Carried.

Hart moved, Budd seconded to approve the agreement with Michigan Nationals and to authorize the Supervisor and Clerk to execute the agreement. Carried.

REPORTS: None.

ANNOUNCEMENTS: Supervisor Combs made the following announcements: Township Administrative Offices will be closed on Monday, January 20th in honor of Martin Luther King Day; Report road problems to Wayne County at 1-888-ROADCREW (762-3273) to speak with a road maintenance employee who will process your request; housing rehabilitation applications and/or questions contact Developmental Services Department at 734-699-8913.

A memorial service for Harold Belanger who was involved with Van Buren Little League for many years passed away last week. The memorial service will be held at 1:00 p.m. at Belleville High School cafeteria on Saturday January 25th.

AUDIENCE (Non-Agenda Items): Comments were made from 8:07 p.m. to 8:16 p.m. by the Board and audience regarding the following topics: Local Development Finance Authority (LDFA) meeting and attendance policy; marketing development in LDFA district; Natalie Mosher introduced herself stating as a candidate for State Representative in the 21st House District.

ADJOURNMENT: Hart moved, Wright seconded to adjourn at 8:17 p.m. Carried.

Respectfully submitted,

Leon Wright, Township Clerk

Linda H. Combs, Township Supervisor

Resolution 2014-01

Van Buren Charter Township

2014 Poverty Exemption Guidelines

I, Leon Wright, Clerk of Van Buren Charter Township, hereby certify that the foregoing is a true and correct copy of a Resolution approved by the Van Buren Charter Township Board of Trustees at a regular meeting held January 14, 2014.

Leon Wright
Township Clerk

RESOLUTION 2014-01
VAN BUREN CHARTER TOWNSHIP 2014 BOARD OF REVIEW
POVERTY EXEMPTION GUIDELINES

(Michigan Compiled Laws 211.7u)

Section 1, Section 7u of Act 206 of the Public Acts of 1893, as amended by Act 313 of the Public Acts of 1993 requires that the applicant shall annually:

1. Own and occupy the property as a homestead and have an affidavit on file.
2. Complete a poverty exemption form provided by the Assessing office, submit copies of federal and state income tax returns for all persons residing in the homestead including the homestead property tax credit returns (MI-1040 CR), filed in the immediately preceding year or in the current year. **ANY ADDITIONAL INFORMATION TO BE PRESENTED TO THE BOARD MUST BE IN WRITING AND ATTACHED TO THE PETITION.**
3. All applications must be received at the Assessor's office five full business days prior to the final published session of the Board of Review.
4. The Board of Review may require to see a driver's license or deed or any form of documentation for verification. The Board of Review may require a personal appearance by the applicant or authorized agent.
5. Meet Federal poverty income standards or income levels, if less restrictive established by the Township Board. The income level established is as follows:

SIZE OF FAMILY UNIT	POVERTY GUIDELINES
1	18,200
2	21,300
3	26,800
4	32,100
5	37,500
6	42,800
For each additional family member add 3,800	

Additionally:

Income will be increased by 20% of the Property's SEV which exceeds 75,000.

Income will be increased by 10% of savings, and added to the Annual income.

Income will be increased by 20% of the value of extraordinary assets.

6. As required by P.A. 390 of 1994, all guidelines for poverty exemptions as established by the governing body of the local assessing unit SHALL also include an asset level test.

1. The value of the applicant's primary residence subject to the exemption request along with any contiguously owned residential land shall not be included in the asset level test.
2. Personal Property such as furniture and clothing shall not be included in the asset level test.
3. Extraordinary and additional assets shall not exceed 5 times the annual household income of the applicant.

All asset information as requested in the application must be completed in total. The Board of Review may request additional information and verification of assets if they determine it to be necessary and may reject any application if assets are not properly identified.

7. The Van Buren Charter Township Board of Review may deviate from the guidelines if the applicant demonstrated a "Special Circumstance". "Special Circumstance" must be supported by evidence/documentation from the petitioner. Any deviation from the normal poverty exemption formula will be recorded in the minutes of the Board of Review along with the reason(s) for said deviation.

8. Based on individual financial and personal circumstances, each appeal is given foremost consideration. **THE STATE OF MICHIGAN HOMESTEAD CREDIT REFUND IS ALWAYS FIGURED INTO THE DECISION.**

9. If all requirements are met then the exemption is calculated as follows:

1. Income will be multiplied by 3.5% (.035), which is the percentage that the State of Michigan excludes from homestead property tax credit consideration.
2. Add \$1,200 to the previous amount which is the maximum amount allowed a property tax credit by the State of Michigan.
3. Divide the resultant figure by the previous year's "homestead" millage rate.
4. If the resultant figure is less than the property's current Assessed Value, the applicant is eligible for a poverty exemption reducing the current assessment to the new figure. If the resultant figure is not less than the property's current Assessed Value; the applicant is not eligible for a poverty exemption.

**FEDERAL POVERTY INCOME STANDARDS FOR 2012
ASSESSMENTS**

The following are the federal poverty income standards as of 12.31.12 for use in setting poverty exemption guidelines for 2013 assessments. Please see STC Bulletin NO. 5 of 1995 for additional information regarding the use of these standards.

Size of Family Unit	Poverty Guidelines
1	\$11,490
2	\$15,510
3	\$19,530
4	\$23,550
5	\$27,570
6	\$31,590
7	\$35,610
8	\$39,630
For each Additional Person add	\$4,020

IMPORTANT NOTE: PA 390 of 1994 states that the poverty exemption guidelines, established by the governing body of the local assessing unit, SHALL also include an asset level test.

**CHARTER TOWNSHIP OF VAN BUREN
RESOLUTION 2014- 02**

Motion by Trustee Jahr, seconded by Trustee McClanahan, that

WHEREAS, General Electric Company is a business located within the Charter Township of Van Buren, and

WHEREAS, On August 16, 2011 the Van Buren Charter Township Board of Trustees adopted Resolution 2011-25 to grant a seven year Personal Property Exemption (PA 328), and

WHEREAS, General Electric Company and the Charter Township of Van Buren entered into an Agreement on August 29, 2011 in accordance with Act 328 of the Public Acts of 1998, as amended and

WHEREAS, the Michigan State Tax Commission issued Certificate Number 324-2011 with an ending date of December 30, 2018, and

WHEREAS, General Electric Company has notified Van Buren Township and the State Tax Commission that certain agreed upon project objectives will not be in compliance in accordance to the signed Personal Property Exemption agreement, and

WHEREAS, The Charter Township of Van Buren and General Electric Company are in agreement to the necessity of a revocation of Certificate #324-2011, and

NOW, THEREFORE, BE IT RESOLVED, that the Charter Township of Van Buren Board of Trustees does hereby request revocation of Personal Property Exemption Certificate # 324-2011 (expiring December 30, 2018) by the Michigan State Tax Commission due to an agreed upon non-compliance.

Yeas: Combs, Wright, Budd, Hart, Jahr, McClanahan and Miller.
Nays: None.
Absent: None.
Abstain: None.

I hereby certify the foregoing is a true and correct copy of a resolution adopted by the Board of Trustees at a regular meeting held January 14, 2014.

Leon Wright, Clerk
Charter Township of Van Buren