

## Regular Meeting

February 19, 2008

The regular meeting of the Clearwater Township Board was called to order at 7:00 p.m. by Supervisor Grimm. Board members present were: D. Grimm, S. Grimm, Johnson, Vance & Belanger. Also present were 10 guests.

Supervisor Grimm opened the meeting with the Pledge of Allegiance.

Clerks Report: Moved by D. Grimm, seconded by Belanger to accept the Regular Meeting minutes of January 15, 2008 as presented. All in favor. Motion carried.

Moved by Johnson, seconded by Belanger to accept the Special Meeting minutes of January 29, 2008 as presented. All in favor. Motion carried.

Moved by D. Grimm, seconded by S. Grimm to accept the Special Meeting Budget Workshop Meeting minutes as presented. All in favor. Motion carried.

Moved by S. Grimm, seconded by Vance to approve paying bills from the General Fund, voucher number 16798 through 16817 as presented. Roll Call Vote: Belanger-Yes; S. Grimm-Yes; Vance-Yes; Johnson-Yes; D. Grimm-Yes. Motion carried.

Moved by S. Grimm, seconded by D. Grimm to approve paying bills from the Fire Fund, voucher number 5439 through 5441 as presented. Roll Call Vote: Vance-Yes; D. Grimm-Yes; Johnson-Yes; S. Grimm-Yes; Belanger-Yes. Motion carried.

Moved by Vance, seconded by S. Grimm to accept the Poverty Guidelines Instruction Sheet, Guidelines for Poverty Exemption and Application for One Year Hardship Reduction as follows:

### **INSTRUCTIONS FOR HARDSHIP REDUCTION**

#### **TOWNSHIP OF CLEARWATER**

The 2008 Application for One Year Hardship Reduction has been modified to be in keeping with the requirements of the State of Michigan with regard to poverty exemptions. To be considered for a hardship reduction, the following information must be provided:

1. COMPLETE ALL SECTIONS OF THIS APPLICATION IN FULL: BE SURE TO SIGN THE APPLICATION

2. Submit a completed and signed copy of the following:

2007 Michigan Homestead Property Tax Credit Claim (MI 1040 CR)

2007 Income Tax Return, both Federal and Michigan for all persons residing in the Home or listed on the deed to the property.

3. If an occupant of your home is not employed but has income from another source, you must show the income in Annual Income on page 1 of your application. It must also be on page 3 under the "2008 Estimated Household Income section and included in Total Projected Household Income for 2008.
4. If you completed the section on page one of the application indicating you have major or unusual out-of-pocket expenses, you must provide copies of documents verifying these expenses. This does not include everyday living expenses.
5. The application must be legible. If you need or want to provide additional information, please attach a separate sheet. Do not write in the margins of the application.
6. Do not submit originals of supporting documentation as we must keep these for our records and cannot return them.
7. If the application is incomplete or you do not include copies of the required financial documents, it may be considered ineligible for a hardship reduction.

## **GUIDELINES FOR POVERTY EXEMPTION ( M.C.L. 211.77U)**

### **FOR THE TOWNSHIP OF CLEARWATER**

1. The applicant can appeal personally, by appointment, in writing, or through an agent authorized in writing by the property owner.
2. The applicant shall complete the hardship petition form in advance of the hearing date, including a copy of the current or prior year Income Tax Returns, both Federal and Michigan, for all persons residing in the home or listed as an owner on the deed. This must include the MI1040 CR showing the homestead Property Tax Credit.

Any additional information to be presented to the Board must be in writing and attached to the petition.

3. Any relief granted is a reduction over and above the \$1200 maximum Homestead Property Tax Credit granted by the State of Michigan.
4. All applications must be RECEIVED by the Assessor's office no later than the final published session of the Board of Review.
5. All applications shall be processed by the Assessor's office to calculate the percentage of Household Income consumed by property taxes. A hardship situation does not exist when property taxes do not exceed 5% of the household/owner adjusted income.
6. The Board of Review may require a drivers license, deed, or any form of documentation necessary for verification.
7. An explanation will be required for all household members over the age of eighteen who are not cited as contributing to the household income.
8. The property being appealed must be the applicant's Homestead (Principle Residence).
9. Poverty reductions shall not be given to the same household for more than five (5) consecutive years, or until the applicant has reached age 65, at which time the five (5) year time limitation is removed.
10. In order to qualify for consideration for a Hardship Exemption, petitioners must qualify under the most current 40% Median Household Income Standards for Ann Arbor, Michigan, as determined annually by the United States Department of Housing & Urban Development (HUD). The figures listed below represent the most that could have been earned by all household members in order to qualify for a Hardship Exemption at the March, July or December Boards of Review. The Board of Review may choose to waive these income requirements if a hardship applicant has experienced a recent significant change in their household income.

<u>Household Members</u>	<u>Income</u>	<u>Household Members</u>	<u>Income</u>
1	\$23,100	5	\$35,600
2	\$26,300	6	\$38,200
3	\$29,700	7	\$40,900

4	\$32,900	8 or more	\$43,500
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11. POVERTY REDUCTIONS ARE ALSO LIMITED BY:

- A. A property value of \$240,000â€“(120,000 S.E.V.)
- B. \$25,000 in liquid assets (savings, CDâ€™s, etc.)
- C. Real estate holding of Principal Residence only

**FOR ANY DEVIATION FROM THESE GUIDELINES:**

1. The applicant must provide any additional documentation requested by the Assessor or

Board of Review.

2. The three Member Board of Review shall consider all requests and make a final decision.

3. The Board of Review must record in writing their reasons for the deviation from the guidelines.

Poverty exemptions must be processed annually. Under no circumstances will a poverty exemption be extended for a subsequent year without renewal of the application.

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**APPEAL NO.**

**PARCEL I.D.**

**APPLICATION FOR ONE YEAR HARDSHIP REDUCTION  
(CONFIDENTIAL INFORMATION)  
TOWNSHIP OF CLEARWATER ASSESSOR'S OFFICE**

APPLICANT'S NAME

\_\_\_\_\_ AGE

NAME OF SPOUSE (if applicable)

\_\_\_\_\_ AGE

PROPERTY ADDRESS FOR WHICH RELIEF IS BEING SOUGHT \_\_\_\_\_

DO YOU CLAIM THIS PROPERTY AS YOUR HOMESTEAD (Primary Residence)? ( ) YES ( ) NO

TELEPHONE NUMBER \_\_\_\_\_

**EMPLOYED  
ARE YOU DISABLED?**

SELF	( ) YES ( ) NO	( ) FULL TIME ( ) PART TIME	
SPOUSE	( ) YES ( ) NO	( ) FULL TIME ( ) PART TIME	

**EMPLOYER**

SELF	( ) YES ( ) NO
SPOUSE	( ) YES ( ) NO

**NATURE OF DISABILITY** \_\_\_\_\_

**(PLEASE PROVIDE DOCUMENTATION OF DISABILITY).**

Do you have any **MAJOR OR UNUSUAL OUT-OF POCKET** expenses? If yes, please list them below and provide verification.

TYPE OF EXPENSE	AMOUNT PER YEAR

**LIST ALL PERSONS LIVING IN THIS HOME OTHER THAN YOU OR YOUR SPOUSE.**

	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>
--	----------	----------	----------	----------

<b>NAME</b>				
<b>AGE</b>				
<b>RELATIONSHIP</b>				
<b>OCCUPATION</b>				
<b>ANNUAL INCOME</b>				
<b>CLAIMED AS DEPENDENT</b>	( ) YES ( ) NO	( ) YES ( ) NO	( ) YES ( ) NO	( ) YES ( ) NO

Attach additional sheet, if needed.

**PROPERTY INFORMATION**

Purchase Date: \_\_\_\_\_ Purchase Price: \_\_\_\_\_  
 ( If purchased in If not, amount of monthly payment:  
 \$ \_\_\_\_\_ the last 3 years.)

Do you own this property free and clear? ( ) YES ( ) NO

Are the taxes included in payment? ( ) YES ( ) NO

Are property taxes current? ( ) YES ( ) NO

If not, amount past due: \$ \_\_\_\_\_

Have any improvements, changes, or additions been made to the property in the last two (2) years? ( ) YES ( ) NO

If yes, please explain:

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Have you taken a Reverse Mortgage on this property ( ) YES ( ) NO

If yes, please explain:

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**ASSET INFORMATION**

Do you have an ownership interest in any other real estate (including ownership via partnerships, corporation etc?) in Michigan or anywhere else? ( ) YES ( ) NO

If yes, please list (attach additional sheet if needed).

<u>USE</u>	<u>LOCATION</u>	<u>PURCHASE DATE</u>	<u>VALUE PURCHASE PRICE</u>	<u>TYPE OF</u>
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What are your assets in addition to real estate?

\$                    

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Cash

\$

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Savings Accounts/s or Money Markets

\$

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Checking Accounts

\$

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Stocks/Bonds/Treasury bills

\$

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Investments

\$

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Other (i.e. gems, jewelry, coin collections, antique car, etc., held as an investment.) \$

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**Vehicles: Cars, Trucks, Boats, Trailers, etc.**

MAKE	#1	#2	#3
MODEL			
YEAR			
VALUE OR LEASE			
BALANCED OWED			

**(INCOME INFORMATION)**

**ESTIMATED HOUSEHOLD INCOME**

SOURCE	AMOUNT PER YEAR

<b>Wages, Salaries, Tips, Sick, Strike, and Sub-Pay, Etc.</b>	
<b>Social Security/SSI</b>	
<b>Retirement Pension or Annuity Benefits ( Includes Military Retirement Pay)</b>	
<b>Interest and/or Dividends (Includes Non-Taxable Interest)</b>	
<b>Rent/ Business or Royalty Income</b>	
<b>Disability Payments ( Worker Comp. Veterans Disability, Pension Benefits)</b>	
<b>ADC, SFA, SDA, RAP/REP ( Attach a Copy of DSS Annual Statement)</b>	
<b>Alimony</b>	
<b>Child Support</b>	
<b>Unemployment Benefits</b>	
<b>OTHER NONTAXABLE INCOME (MILITARY FAMILY ALLOTMENTS, COLLEGE SCHOLARSHIPS, GRANTS, FELLOWSHIPS, ETC.)</b>	
<b>Less Amount YOU PAY for Medical Insurance or Medical Cost, (provide documentation)</b>	
<b>YOUR TOTAL INCOME</b>	
<b>ADD INCOME FOR ALL MEMBERS OF HOUSEHOLD (not claimed as dependents AS SHOWN ON FIRST PAGE OF APPLICATION)</b>	
<b>TOTAL PROJECTED HOUSEHOLD INCOME FOR:</b>	

**I declare under the penalties of perjury, that all of the information submitted in my application for hardship exemption is true.**

**I/We understand that the statements contained in this application are true to the best of my/our knowledge. I/We also understand that this application will be denied or revoked if the information contained is found to be false or incomplete.**

Applicant

Signature \_\_\_\_\_

—  
Spouse Signature

\_\_\_\_\_

Date \_\_\_\_\_

**IF A HARDSHIP EXEMPTION IS GRANTED, IT WILL BE IN EFFECT FOR THE CURRENT YEAR ONLY.**



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**FOR OFFICE USE ONLY**

Assessed Value

Income x \_\_\_\_\_ %= Non Refundable Taxes

Rate

Minimum

A.V.

Senior: Non-Refundable + 1200 = \_\_\_\_\_ - \_\_\_\_\_ = \_\_\_\_\_

All Other: Non-Refundable + 2000 = \_\_\_\_\_ - \_\_\_\_\_  
= \_\_\_\_\_

Income: \_\_\_\_\_ Estimated Net Tax \_\_\_\_\_  
% of Income

Comments:

(BOR Recommendation Decisions)

Application hardship form

Roll Call Vote: Johnson-Yes; D. Grimm-Yes; Belanger-Yes; S. Grimm-Yes; Vance-Yes. Motion carried

Township Clean Up Day: Moved by S. Grimm, seconded by Johnson to hold the annual Township Clean Up Day on Saturday, May 10, 2008 from 7:00 a.m. to 12:00 noon at American Waste, 3947 U.S. 131 North, Kalkaska with pricing as follows: \$30.00 per compacted yard (waste); \$5.00 per yard (steel); \$5.00 per tire; \$5.00 per battery and \$25.00 per appliance for Freon Extraction. Roll Call Vote: Vance-Yes; Belanger-Yes; S. Grimm-Yes; D. Grimm-Yes; Johnson-Yes. Motion carried.

Treasurers Report: General Fund (all accounts) \$273,598.30; Public Improvement Fund \$64,315.54; Fire Fund (all accounts) \$58,314.76; Tax Fund \$263,510.89.

Accountability Statement: Treasurer balanced with bank. Clerk balanced with treasurer on all accounts.

Sheriff Report: Deputy Scott Griffith presented January 2008 report.

Public Comment: None

Hospital Representative: Maryann Ewald presented hospital representative report.

Parks & Recreation: Heritage Committee going to purchase banners for street lights. Morrison Electric to place light on pavilion at Heritage Park.

Planning Commission: Moved by Belanger, seconded by Johnson to rescind the original motion to rezone Rapid City Road from R-1 to commercial as presented on June 5, 2006. Roll Call Vote: Vance-No; S. Grimm-No; Johnson-Yes; D. Grimm-No; Belanger-Yes. Motion denied.

Moved by D. Grimm, seconded by Belanger to have Planning Commission consider the rezoning of Rapid City Road from R-1 to Commercial from Plum Valley Road North to the county line of Antrim County. Roll Call Vote: Belanger-Yes; D. Grimm-Yes; S. Grimm-Yes; Vance-Yes; Johnson-Yes. Motion carried.

Old Business: Cemetery Land Purchase. Moved by S. Grimm, seconded by Johnson to pursue the purchase of 5 acres for \$25,000 plus \$3,750 for timber and whatever additional costs may occur up to \$35,000. Roll Call Vote: S. Grimm-Yes; Johnson-Yes; Belanger-Yes; D. Grimm-Yes; Vance-Yes. Motion carried.

New Business: Moved by D. Grimm, seconded by Belanger to appoint Huse Johnson as representative from Township Board to Planning Commission. Roll Call Vote: Belanger-Yes; S. Grimm-Yes; Johnson-Yes; Vance-Yes; D. Grimm-Yes. Motion carried.

Fire Report: Fire Department to look into holding CPR class for community.

Moved by D. Grimm, seconded by S. Grimm to approve the installation of high speed internet access from Charter Communications into Fire Department and approve up to \$100.00 for two flash drives. All in favor. Motion carried.

Moved by D. Grimm, seconded by Johnson to hire Ethan Boales as probationary firefighter as long as he passes all background checks. Roll Call Vote: Johnson-Yes; Vance-Yes; Belanger-Yes; S. Grimm-Yes; D. Grimm-Yes. Motion carried.

Moved by D. Grimm, seconded by S. Grimm to approve \$325.00 plus mileage for Jim Fellows & Levi Gates for training classes. All in favor. Motion carried.

Meeting adjourned @8:40 p.m.

Respectfully submitted,

Julie K. Vance  
Township Clerk