

RAY TOWNSHIP BOARD OF TRUSTEES
MEETING MINUTES
TUESDAY, JANUARY 17, 2023 AT 7:00 P.M.
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Location: Ray Township Hall
64255 Wolcott, Ray, MI 48096

Present: Joe Jarzyna, Supervisor
Lori Lascoe, Clerk
Betsy Bart, Treasurer
Betty Grader, Trustee
Doug Stier, Trustee

Absent: None

Also Present: 8 residents

1. CALL TO ORDER, PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES & ROLL CALL.
Supervisor Jarzyna called the meeting to order at 7:00 p.m. The Pledge of Allegiance was recited. Clerk Lascoe called roll; Jarzyna, Lascoe, Bart, Grader and Stier.

2. APPROVAL OF AGENDA

Lascoe added items 3 b. PDR letter for 2023 contribution.

12 h. Request to advertise for Recreation Leader

12 i. Room request for Friends of the Library & Historical Society

MOTION by Stier supported by Bart to approve the agenda as amended.

MOTION carried.

Jarzyna requested PDR contribution be added to the agenda, as item 12j.

MOTION by Stier supported by Bart to rescind Stier's motion to approve the agenda as amended to add to PDR letter to the correspondence.

MOTION carried.

MOTION by Stier supported by Lascoe to approve agenda as amended, adding item 12j. PDR Contribution.

MOTION carried.

3. CORRESPONDENCE:

a. Clinton River Watershed Council Programs

Lascoe stated the Board received the flyer for the CRWC Programs.

MOTION by Lascoe supported by Stier to receive and file the correspondence.

MOTION carried.

4. PUBLIC COMMENTS: - For Agenda Items

There were no public comments.

5. APPROVAL OF MINUTES – December 20, 2022

MOTION by Stier supported by Bart to approve the meeting minutes for December 20, 2022.

MOTION carried.

6. PUBLIC HEARING: For Allocation of Community Development Block Grant Service Funds \$2,500.00.
Supervisor Jarzyna stated the public hearing is for the Community Development Block Grant Service funds of \$2500.00.

MOTION by Lascoe supported by Stier to open the public hearing at 7:05 p.m.

Motion carried.

Nicole Kamic, Care House provided literature and provided a brief presentation about the services provided by Care House. She stated in 2022, Care House provided service for two children of Ray Township. Further requested \$1,200.00.

Lascoe stated the Samaritan House sent an email requesting \$500.00. She stated Interfaith Volunteer Caregivers requested \$148.00 and MCREST requested \$1890.00.

MOTION by Lascoe supported by Grader to close the public hearing at 7:10 p.m.

Motion carried.

7. BUDGET MODIFICATIONS

Treasurer Bart stated the Board received the formal request to amend the Budget. The budget modifications are for the accounts listed below:

Move from expenditure Account Number 101-276-933.000 **General Operating Fund- Cemetery, Dept. 276 Repair and Maintenance- Twp. Property**, in the amount of \$ **3,050.00** (three thousand fifty dollars) and put it in expenditure Account Number 101-900-974.000, **General Operating Fund, Capital Control, Dept. 900 Land Improvements**.

To reimburse the accounts that we pulled for payment for the Chief's Command Truck. The final bill for the command center was received this month. The board has approved to replenish the budget for the payment of the Chief's truck.

- Expenditure Account Number 206-339-977.001 **Fire Fund- Fire Fighting, Dept. 339 Equipment Purchases – under \$ 5000**
- Expenditure Account Number 206-339-977.002 **Fire Fund- Fire Fighting, Dept. 339 Equipment Purchases – over \$ 5000**
- Expenditure Account Number 206-933.009 **Fire Fund- Fire Fighting, Dept. 339 Repair & Maintenance-Trucks**
- Expenditure Account Number 206-339-933.000 **Fire Fund- Fire Fighting, Dept. 339 Repair & Maintenance**
- Expenditure Account Number 206-339-740.00 **Fire Fund- Fire Fighting, Dept. 339 Operating Supplies**
- Expenditure Account Number 206-342-595.000 **Fire Fund- Training, Dept. 342 Community Training Center Expenses**

MOTION by Stier supported by Grader to approve the budget modification as submitted.

MOTION carried.

8. APPROVAL OF BILLS LIST

Treasurer Bart stated the bills list through January 10, 2023 is \$165,218.56.

MOTION by Stier supported by Lascoe to approve the bills lists \$165,218.56 through January 10, 2023 as presented.

MOTION carried.

9. OFFICER'S REPORTS

- a. Supervisor Jarzyna reported Vern Kulman received a check from the PDR closing. The Furstenu farm is in the scoring process, and this is why would add the item to the agenda for the PDR donation.
- b. Clerk Lascoe stated the November 8, 2022 election security has been lifted since they are not being audited.
- c. Treasurer Bart reported the last day to pay taxes is February 28, 2023.
- d. Trustee Grader stated for the record she stands corrected regarding the speed limit on Romeo Plank South of 26 Mile Road, it is 50 m.p.h.

Trustee Stier reminded the Board the ALICE training is tomorrow, January 18th, 2023 at noon.

**MOTION by Lascoe supported by Grader to receive and file the Officers Reports.
MOTION carried.**

10. DEPARTMENT REQUEST/REPORTS

Supervisor Jarzyna stated the following reports for the year, as follows:

- a. Assessing Report– 19 Addresses were assigned and 5 property splits for 2022
- b. Budget Report- available at the Township.
- c. Building Department – 14 new residential permits and 12 accessory building permits for 2022, 14 new residential permits and 22 accessory building permits for 2021, 11 new residential permits and 19 accessory building permits for 2020, 17 new residential permits and 19 accessory building permits for 2020, 17 new residential permits and 23 accessory building permits for 2019 and 25 new residential permits and 13 accessory building permits for 2018. In this past five years 81 new residential building permits were issued and 89 accessory building permits.
- d. Fire Department Reports – the department had 471 runs in 2022.
- e. Library Report-no report provided.
- f. Recreation Report-no report provided.
- g. Senior Report – report of activities was read.
- h. SMART/Richmond Lenox EMS Report- 61 rides were provided by SMART and 19 EMS runs.

**MOTION by Stier supported by Bart to receive and file the December 2022 Department Reports.
MOTION carried.**

11. UNFINISHED BUSINESS

- a. Fire Department phone system

Bart stated requested additional information for the bids and recommended tabling.

MOTION by Lascoe supported by Grader to table Fire Department Phone system for additional information.

MOTION carried.

12. NEW BUSINESS

- a. Allocate Community Development Block Grant Service Funds \$2,500.00

Jarzyna stated that all the organizations are worthy institutions. He stated the Township is fiscally able to provide funding to the non-profits if the Board so chooses.

MOTION by Grader supported by Lascoe to Allocate the Community Development Block Grant Service Funds to Care House in the amount of \$1,200.00, Interfaith Volunteer Caregivers in the amount of \$148.00, Samaritan House in the amount of \$500.00 and to McCrest in the amount of \$652.00 for the total of \$2,500.00 service funds.

**FOR THIS MOTION: YES: Grader, Lascoe, Bart, Stier, Jarzyna
NO: None.**

MOTION carried.

- b. Township owned property status for 2023.

MOTION by Stier supported by Lascoe to keep the Township owned property off the 2023 tax roll.

MOTION carried.

- c. Resolution for 2023 Poverty Exemption, Resolution 2023-01

Jarzyna stated the Resolution is for 2023 poverty exemption guidelines.

MOTION by Grader supported by Stier to approve Resolution for 2023 Poverty Exemption, Resolution Number 2023-01, as follows:

RESOLUTION FOR 2023 POVERTY EXEMPTION
Resolution Number 2023-01

WHEREAS, the adoption of guidelines for poverty exemptions is required of the Ray Township Board; and

WHEREAS, the principal residence of persons, who the Supervisor/Assessor 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

WHEREAS, pursuant to PA 390 of 1994, the Township of Ray, Macomb 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;

To be eligible, a person shall do all the following on an annual basis:

- 1) Be an owner of and occupy as a principal residence the property for which an exemption is requested.
- 2) 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*.
- 3) File a claim reporting that the combined assets of all persons do not exceed the current guidelines. 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.
- 4) Produce a valid driver's license or other form of identification if requested.
- 5) Produce, if requested, a deed, land contract, or other evidence of ownership of the property for which an exemption is requested.
- 6) Meet the federal poverty income guidelines as defined and determined annually by the United States Department of Health and Human Services or alternative guidelines adopted by the governing body providing the alternative guidelines do not provide eligibility requirements less than the federal guidelines.
- 7) Meet the federal poverty income guidelines as defined and determined annually by the United States Department of Health and Human Services or alternative guidelines adopted by the governing body providing the alternative guidelines do not provide eligibility requirements less than the federal guidelines.
- 8) 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.

The following are the 2023 federal poverty income guidelines which are updated annually by the United States Department of Health and Human Services. The annual allowable income includes income for all persons residing in the principal residence.

Federal Poverty Guidelines Used in the Determination of Poverty Exemptions	2023 Poverty Guidelines
Size of Family Unit	
1	\$ 13,590
2	\$ 18,310
3	\$ 23,030
4	\$ 27,750
5	\$ 32,470
6	\$ 37,190
7	\$ 41,910
8	\$ 46,630
For each additional person	\$ 4,720

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

For this Resolution: **Yes: Stier, Grader, Bart, Lascoe, Jarzyna**
 No: None.

RESOLUTION DECLARED ADOPTED.

d. Resolution for Poverty Exemption 2023 Asset Test, Resolution 2023-02
Jarzyna stated the Resolution is for poverty exemption 2023 guidelines.

MOTION by Stier supported by Bart to approve Resolution for Poverty Exemption 2023 Asset Test, Resolution Number 2023-02, as follows:

RESOLUTION FOR POVERTY EXEMPTION 2023 ASSET TEST
Resolution Number 2023-02

The local unit policy must include an asset test. 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. The local unit should require that claimants provide a list of all assets when applying for a poverty exemption. Following is a list of assets that may be included in the annual guidelines.

- A second home, land, vehicles
- Recreational vehicles such as campers, motor-homes, boats and ATV's
- Buildings other than the residence
- Jewelry, antiques, artworks
- Equipment, other personal property of value
- Bank accounts (over a specified amount), 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 of bank deposits and borrowed money
- 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

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Supervisor/Assessor and Board of Review shall resolve that the asset level test shall meet the following requirements:

The total value of cash and non-cash assets in the homestead may not exceed \$10,000; excluding the homestead property and one vehicle used for personal transportation.

For this Resolution: Yes: Stier, Bart, Grader, Lascoe, Jarzyna

No: None.

RESOLUTION DECLARED ADOPTED.

e. Senior Center window repair

Jarzyna stated there are four windows in the Senior Center with the seal is broken on the windows and Look'n Glass & Mirror came out and gave a quote of \$1,719.64 to replace the glass.

MOTION by Stier supported by Lascoe to approve for Look'n Glass & Mirror for \$1,719.64 for four windows in the Senior Center.

MOTION carried.

f. Reappointment to Planning Commission

Supervisor Jarzyna recommended reappointing Betty Youngblood to the Planning Commission for a three year term expiring on 1-1-2026.

MOTION by Stier supported by Bart to reappoint Betty Youngblood to the Planning Commission for a three-year term expiring on 1-1-2026.

MOTION carried.

g. Schedule Public Hearing for proposed Fiscal Year 2023-24 Budget – February 21, 2023

MOTION by Grader supported by Lascoe to Schedule the Public Hearing for Fiscal Year 2023-24 Budget for February 21, 2023 at 7:00 p.m.

MOTION carried.

h. Advertise for Recreation Leader – Added to Agenda

Jarzyna stated the Recreation Leader position was for one year to November 16, 2022. Further stated she also planned the Tree Lighting event.

MOTION by Grader supported by Stier to Advertise for a Recreation Leader in the local newspaper for the 2023-2024 events starting with the Easter Egg Hunt, 2 weeks before Easter.

MOTION carried.

i. Room Request for Senior Center – Added to Agenda

Jarzyna stated the Friends of the Ray Township Library & Historical Society have requested to use the Senior Center on April 20th or April 27th, 2023 from 6:00 p.m. to 9:00 p.m.

MOTION by Stier supported by Lascoe to Approve for the Friends of the Ray Township Library & Historical Society to use the Senior Center on April 20th 2023 as requested.

MOTION carried.

j. PDR letter for Contribution -Added to Agenda

Jarzyna stated the PDR Committee is asking for the donation of \$250.00 yearly contribution and if a farm is selected from Macomb County for an additional contribution of \$500.00.

MOTION by Lascoe supported by Stier to approve payment of 2023 PDR committee fee of \$250.00 and \$500.00 contribution if Macomb County Farm is selected for purchase.

MOTION carried.

13. PUBLIC COMMENTS –

Terry Goike, 21122 32 Mile Rd, stated The Friends of the Library and Historical Society has the 2023 calendars which have been selling very well and are almost sold out. The Friends of the Library will be changing the webhost and it will now be on the library's website and the emails will also be through the library website. She stated the spring focus will be on the clean up of Indian Trail and fundraising for the Proctor Cemetery. Further stated there are many stones in the cemetery that are sinking and the group would like to clean the headstones if that is okay.

14. ADJOURNMENT

MOTION by Stier supported by Grader to adjourn the meeting at 7:42 p.m.

MOTION carried.

Joe Jarzyna, Supervisor

Lori R. Lascoe, MiPMC
Clerk

Date

Lisa Hall, Recording Secretary