

LIMA TOWNSHIP
BOARD OF TRUSTEES
Regular Meeting Minutes
January 9, 2023

CALL TO ORDER:

Supervisor Luick opened the meeting at 7:00 PM with the Pledge of Allegiance. Board members present were Duane Luick, Nanette Havens, Kacie Szpara, Greg McKenzie, and Dale Luick.

AGENDA APPROVAL:

Moved by McKenzie, seconded by DaLuick; a motion to approve January 9, 2023, Regular Meeting Agenda. All ayes – motion passed.

APPROVAL OF CONSENT AGENDA:

Moved by McKenzie, seconded by DaLuick; a motion to approve the consent agenda as presented and the Special meeting of November 10, 2022, with the change in adjournment time to reflect 12:20 pm. All ayes – motion passed.

MEETING MINUTES – December 12, 2022

ACCOUNTS PAYABLE - \$11,692.36

PAYROLL – \$11,151.43

ACCOUNTS PAYABLE 1/9/2023		
Vendor Name	Description	Amount
CARLISLE/WORTMAN ASSOC., INC.	GENERAL CONSLT PERIOD ENDING 11/30/22	350.00
CARLISLE/WORTMAN ASSOC., INC.	WOLF CONSLT PERIOD ENDING 11/30/22	250.00
CHELSEA AREA CONSTRUCTION AGENCY	JAN 2023 OFFICE LEASE PYMT	1,098.49
COMCAST BUSINESS	8529 10 221 0105382 OFFICE INTERNET	146.85
DTE ENERGY	9100 105 6532 3 ELEC - TWP HALL	73.01
IVS COMM	DEC 2022 OFFICE PHONES #7344752246	90.00
KACIE SZPARA	REIM POST TRAIN	133.32
MERS WebPmt.0000127258 12/12/22	INVOICE#137282-2 11/2022 EMPLOY. RETIREMENT	1,466.47
MICHIGAN TOWNSHIPS ASSOCIATION	TWP MEETING BOOK	12.50
NANETTE HAVENS	PC STAMPS	88.00
RAPID SHRED	SHRED SERV ON 12/12/22	50.00
RENIUS & RENIUS	ASSESSOR SERVICES DEC 2022	2,916.67
STATE OF MICHIGAN PD ON LINE 1/10/23	SUW EMP. WITHHOLDING 4TH Qtr, 2022	1,017.00
TANYA STRONG	DEC 2022 JANITORIAL FOR OFFICE & HALL	170.00
THE SUN TIMES NEWS	BOT DEC SYN. MIN	109.00
UNITED ST. TREASURY Web Pymt 1/9/23	4TH QTR DEC 2022 941 EMP WITHHOLDING DEP.REQUIREMENT	1,623.04
VC3, INC	ANNUAL EMAIL PLAN OUTLOOK	576.00
VERIZON	642097789-01 TWP.HALL BROADBAND 11/29/22 - 12/28/22	40.76
VICTOR L. LILLICH, J. D.	LEGAL SERVICES 12/01/22 - 12/31/22	1,481.25
TOTAL		11,692.36

PAYROLL 1/9/2023	CHECK #	GROSS	FEDERAL	SOC SEC.	MEDICARE	STATE	MERS	NET PAY
Bater, Elaine	5014	1,275.00	4.17	79.05	18.49	54.19		1,119.10
Bradbury, Archie	5012	33.04		2.05	0.48			30.51
Consiglio, Marlene	5007	303.94		18.84	4.41			280.69
Greenleaf, Edwin	5008	200.10		12.41	2.90			184.79
Havens, Nanette	5000	3,024.39	28.57		43.85	7.36	151.22	2,793.39
Heller, Else	5005	892.40			12.94	36.03	44.62	798.81
Howdysheill, Ronald	5009	133.09		8.25	1.93	5.66		117.25
Luick, Dale	5001	324.61			4.71	13.11	16.23	290.56
Luick, Duane	5002	2,824.29	251.14		40.95	114.03	141.21	2,276.96
Mckenzie, Gregory	5003	324.61		20.13	4.71	13.80		285.97
Sastre, Mariano	5006	870.00		53.94	12.62	36.98		766.46
Sensoli, Elizabeth	5010	200.10		12.41	2.90	8.50		176.29
Sias, Howard	5011	200.10		12.41	2.90	8.50		176.29
Szpara, Kacie	5004	2,824.29	165.14	175.11	40.95	114.03	141.21	2187.85
Tobin, Mary	5013	33.04		2.05	0.48			30.51
TOTAL		13,463.00	449.02	396.65	195.22	412.19	494.49	11,515.43

PUBLIC COMMENT:

Sam Ziegler spoke to the Board regarding maintenance on Seitz Drive, and Mariette Zimmerman and one other resident voiced their concerns with the proposed Wolf Development.

REPORTS:

Treasurer's December report – Nanette Havens

TREASURER'S REPORT	DECEMBER 31, 2022
Beginning Balance - Chelsea State Bank	\$ 693,176.01
Deposits	106,103.57
December Payroll	(11,171.66)
Accts. Payable/Bank Svc. Chg.	(72,739.76)
CSB Checking Balance (.05% int.)	730,887.98
Non-Maturing CD's (4) - Flagstar	672,469.51
Total CSB Checking & CD's	1,403,357.49
CSB Money Market	540,048.30
Monthly Interest (.25%)	802.67
Total CSB Money Market	540,850.97
CSB Money Market - ARPA	416,439.79
Transfer to General Fund	(15,519.82)
Monthly Interest (.10%)	259.53
Total CSB Money Market ARPA	401,179.50
Flagstar/Thornton Farms	216,017.64
Thornton Farms - Monthly Interest (.65%)	125.17
Total Flagstar Checking	216,142.81
Funds Available	1,944,208.46
Total Funds	\$ 2,561,530.77

REPORTS—

Zoning Administrator – Mariano Sastre (absent)
Capital Improvements — Ed GreenLeaf (absent)
CAPT/DART – Ed GreenLeaf (absent)
Cemetery - Ed GreenLeaf (absent)
SEMCOG - Duane Luick
Chelsea District Library — Patricia Garcia (absent)
Lima Township Planning Commission - Nanette Havens
Western Washtenaw Recycling Authority - Nanette Havens
WAVE—Greg McKenzie
Clerk’s Report – Kacie Szpara
Cemeteries – Dale Luick
Chelsea Area Fire Authority (CAFA) – Craig Maier (report given by Kacie Szpara)
Supervisor’s Report – Duane Luick

OLD BUSINESS:

Resolution 2023-002, RESOLUTION FINDING PRIOR APPROVAL OF WOLF PUD PRELIMINARY PLAN IS NULL AND VOID (RESOLUTION IN WHOLE)

Minutes of a Regular Meeting of the Township Board of the Township of Lima, Washtenaw County, Michigan, held at the Township Hall in said Township, on the 9th day of January, 2023, at 7:00 p.m.

WHEREAS, this Board has become aware of a proposed 425 Agreement that first surfaced in late August of 2022 and a request by David Wolf for this Board to review and consider approval of the 425 agreement in conjunction with a proposed PUD development on land that is east of Freer Road and north of Old US-12, Parcel No. G-07-18-100-032; and

WHEREAS, this Board previously adopted Resolution #2020-003 at its meeting on March 16, 2020 to preliminarily approve the proposed development upon a concurrent request and application for PUD rezoning and preliminary site plan approval, Application No. 2018-001; and

WHEREAS, Section 8.4.3 of the Township Zoning Ordinance states:

8.4.3 Final PUD Site Plan. Once the preliminary site plan has been approved the applicant has one hundred eighty days (180) days to submit a final site plan and supporting materials conforming to this Section. If a final site plan is not submitted by the applicant for final approval within one hundred eighty (180) days of the approval of the preliminary plan approval becomes null and void. At the sole discretion of the Planning Commission an extension of ninety (90) days may be granted, however such extensions shall not exceed two (2) ninety (90) day periods.

WHEREAS, no request for extension was made, and no extension granted by the Township Planning Commission within 180 days of this Board’s adoption of Resolution No. 2020-003 approving the preliminary site plan and proposed PUD rezoning application; and

WHEREAS, this Board believes that in accordance with Section 8.4.3 of the Zoning Ordinance the preliminary site plan approval and PUD approval became null and void in September of 2020; and

WHEREAS, to the extent that a request was made by the developer of the project in January of 2022 for extension of the preliminary approval from March 16, 2020, such a request was not timely under Section 8.4.3 of the Zoning Ordinance;

WHEREAS, the Planning Commission and this Board are bound by the terms of the Zoning Ordinance;

NOW, THEREFORE, BE IT RESOLVED that the prior preliminary approval of the Board by adoption of Resolution 2020-003 became null and void after 180 days from adoption on March 16, 2020 and any extension that may have been granted by the Township Planning Commission was without authority under the Zoning Ordinance.

The foregoing resolution offered by Dale Luick and seconded by Duane Luick

Roll Call Vote: Ayes – Dale Luick, Duane Luick, Kacie Szpara, Greg McKenzie
Nays – Nanette Havens

RESOLUTION DECLARED ADOPTED.

NEW BUSINESS:

Township Buildings Maintenance & Property Brush Removal

Moved by McKenzie, seconded by DuLuick, to approve **paying township employees \$30 an hour for minor emergency township repair and cleanup.**

All ayes - motion passed.

Resolution #2022-01 Adopting Guidelines to Determine Poverty Taxation Exemptions

(RESOLUTION IN WHOLE)

**Poverty Guidelines Resolution for Lima Township for the
2023 Assessment Year Resolution# 2023-01**

WHEREAS, the adoption of guidelines for poverty exemptions is within the purview of the township board; and

WHEREAS, the principal residence of persons who, in the judgment of the 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 Public Act 390 of 1994 and Public Act 253 of 2020 (MCL 211.7u); and

WHEREAS, pursuant to PA 390 of 1994 and PA 253 of 2020, Lima Township, Washtenaw 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 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 principle residence the property for which an exemption is requested.
- 2) File a claim with the board of review, accompanied by **federal and state income tax returns for all persons residing in the homestead, including any property tax credit returns filed in the immediately preceding year. If an applicant or other person residing in the home is not required by law to file federal and/or state income tax forms, the attached affidavit must be completed and submitted with the application, (Form #4988).**
- 3) Applicant may not have ownership interest in any real estate other than the principal residence.
- 4) Produce a valid drivers' license or other form of identification if requested.
- 5) Produce a deed, land contract, or other evidence of ownership of the property for which an exemption is requested if requested.
- 6) As required by PA 390 of 1994 AND PA 253 of 2020, all guidelines for poverty exemptions as established by the governing body of the local assessing unit SHALL also include an asset level test. The applicant's assets may not exceed \$50,000. The following assets shall not be considered when applying an asset test to determine qualification for tax exemption;
 - i. The value of the applicant's primary residence subject to the exemption.
 - ii. The value of all personal property, such as furniture and clothing.
- 7) Meet the federal poverty income standards as defined and determined annually by the United States Office of Management and Budget. **See Exhibit A**
- 8) The application for an exemption shall be filed after January 1, 2023 but before the day prior to the last day of board of review.
- 9) If a person claiming the poverty exemption meets all eligibility requirements, the board of review shall grant the poverty exemption, in whole or in part, as follows (See Exhibit A):
 - For applicants at or below the 2023 Federal Poverty Guidelines, 100% relieve shall be granted.
 - For applicants between 100% and 125% of the 2023 Federal Poverty Guidelines, 50% relief shall be granted.
 - For applicants between 125% and 150% of the 2023 Federal Poverty Guidelines, 25% relief shall be granted.
 - For applicants above 150% of the 2023 Federal Poverty Guidelines, 0% relief shall be granted.

Applications may be reviewed by the Board of Review without the applicant being present. However, the Board may request that any or all applicants be physically present to respond, under oath, to answer any questions the Board may have.

The following are the federal poverty income standards which the United States Office of Management and Budget recommends that federal departments and agencies use. The standards are actually compiled and published by the Bureau of the Census which refers to them as "poverty thresholds."

EXHIBIT A

FEDERAL POVERTY INCOME STANDARDS FOR 2023 ASSESSMENTS The following are the federal poverty income standards as of December 31, 2022 for use in setting poverty exemption guidelines for 2023 assessments.

Size of Family Unit Poverty Guidelines

Size of Family or Household	2023 Poverty Guidelines 100% Relief	2023 Poverty Guidelines 50% Relief Greater than 100% but equal to or less than 125% of Federal Guidelines	2023 Poverty Guidelines 25% Relief Greater than 125% but equal to or less than 150% of Federal Guidelines
1	\$13,590	\$16,988	\$20,385
2	\$ 18,310	\$22,888	\$27,465
3	\$ 23,030	\$28,788	\$34,545
4	\$ 27,750	\$34,688	\$41,625
5	\$ 32,470	\$40,588	\$48,705
6	\$ 37,190	\$46,488	\$55,785
7	\$ 41,910	\$52,388	\$62,865
8	\$ 46,630	\$58,288	\$69,945
For each additional person	\$4,720	\$5,900	\$7,080

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

The foregoing resolution offered by Greg McKenzie and seconded by Kacie Szpara

Roll Call Vote: Ayes – Dale Luick, Nanette Havens, Duane Luick, Kacie Szpara, Greg McKenzie

Nays - None

RESOLUTION DECLARED ADOPTED.

Drake Certified Public Accountant - Financial Changes

Moved by McKenzie, seconded by Havens to authorize the Clerk to sign the Engagement Agreement Letter with Drake Certified Public Accountant to provide auditing services starting with the 2022/23 fiscal year audit not to exceed \$7500, to include the F-65 report for \$1000, and \$750 for both the annual qualifying and retirement reports. All ayes - motion passed.


FINAL PUBLIC COMMENT:

None

ADJOURNMENT:

Havens moved, seconded by DaLuick, to adjourn the Lima Township Board of Trustees meeting for January 9, 2023, at 7:51 PM. All ayes - motion passed.

RESPECTFULLY SUBMITTED


Kacie Szpara, Township Clerk