

**CHARTER TOWNSHIP OF HAMPTON
REGULAR MEETING MINUTES
December 27, 2022**

The regular meeting of the Charter Township of Hampton Board of Trustees was called to order at 7:00 p.m. by the Supervisor.

PRESENT: Kenniston, Benchley, Wright, DeWyse, Samyn, Close

ABSENT: Wisniewski

ALSO PRESENT: 6 people in the audience

APPROVAL OF MINUTES: Motion by Kenniston, seconded by Benchley, to approve the regular meeting minutes from December 12, 2022 and waive the reading.
Motion carried.

COMMUNICATIONS: Motion by DeWyse, supported by Benchley, to receive the Fire Update from Public Safety Director Benchley.
Motion carried.

AUDITORS REPORT:

Motion by Benchley, seconded by Kenniston, the following warrants be approved for payment:

#50495-#50545	General Fund	\$ 73,703.14
#4513-#4516	Sewer Fund	\$ 7,534.46
#2053-#2056	Water Fund	\$ 3,489.50
#7129-#7154	Tax Fund	\$566,388.73
#50546	Road Fund	\$ 253.75
		<u>\$651,369.58</u>

AYES: Benchley, Kenniston, Wright, DeWyse, Samyn, Close

NAYS: None

ABSENT: Wisniewski

Motion carried.

OPEN TO THE PUBLIC: Mary Smith addressed the Board regarding budget adjustments.

OLD BUSINESS: None.

NEW BUSINESS:

Motion by Benchley, supported by Wright, to approve the following 2022 & 2023 budget adjustments:

Budget adjustments for 2022:

GENERAL FUND (101):

101-336-970-002	Air Cylinders	+\$25,000	
101-336-970-003	Air Packs	+\$25,000	
101-301-800-000	Contracted Services		-\$25,000
101-441-803-000	Contracted Services		-\$25,000

GARBAGE FUND (226)

226-000-626-006	Revenue	+\$55,500	
226-227-803-000	Contracted Services Exp		+\$60,000

BUILDING FUND (249)

249-201-901-000	Loan Payment		-\$25,000
249-372-702-000	Plumbing/Htg Insp Salary	+\$25,000	

WATER FUND (591)

591-851-910-000	Insurances & Bond	+ \$13,500	
591-537-716-000	Hospitalization		- \$13,500

Budget adjustments for 2023:

GENERAL FUND (101):

101-000-401-006	Drain Assessment Revenue	- 315,000	
101-000-665-000	Interest Earned	+ 17,550	
101-444-702-000	Drain Salaries		- 50,000
101-444-715-000	Drain FICA		- 4,300
101-444-716-000	Hospitalization		- 5,000
101-444-717-000	Life Insurance		- 150
101-444-718-000	Retirement		- 5,000
101-444-719-000	Unemployment		- 50
101-444-720-000	Sick & Accident Insurance		- 600
101-444-721-000	Uniforms		- 350
101-444-740-000	Operating Supplies		- 25,000
101-444-803-000	Contracted Services		- 175,000
101-444-956-000	Miscellaneous		- 2,000
101-444-970-000	Capital		- 30,000
Total:		<u>-297,450</u>	<u>-297,450</u>

SEWER FUND (590):

590-536-702-000	Salaries	+ 50,000	
590-536-715-000	FICA	+ 4,300	
590-536-716-000	Hospitalization	+ 5,000	
590-536-717-000	Life Insurance	+ 150	
590-536-718-000	Retirement	+ 5,000	
590-536-719-000	Unemployment	+ 50	
590-536-720-000	Sick & Accident Insurance	+ 600	
590-536-721-000	Uniforms	+ 350	
590-536-970-000	Capital		- 65,450
Total:		<u>+65,450</u>	<u>-65,450</u>

AYES: Benchley, Wright, Kenniston, DeWyse, Samyn, Close

NAYS: None

ABSENT: Wisniewski

Motion carried.

Motion by DeWyse, seconded by Benchley, to approve the following:

**CHARTER TOWNSHIP OF HAMPTON
 2023 POVERTY EXEMPTION INCOME GUIDELINES AND
 ASSET TEST RESOLUTION**

WHEREAS, the General Property Tax Act, MCL 211.7u, states that 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 the General Property Tax Act; and

WHEREAS, a township board is required by MCL 211.7u to adopt guidelines for the poverty exemption; NOW, THEREFORE, BE IT HEREBY RESOLVED, pursuant to MCL 211.7u, that The Charter Township of Hampton adopts the following guidelines.

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.

To be eligible for exemption under this section, a person must do all of the following on an annual basis.

1. Own and occupy as a principal residence the property for which an exemption is requested. The person shall affirm this ownership and occupancy status in writing by filing a form prescribed by the state tax commission with the local assessing unit.
2. File a claim with the board of review on a form prescribed by the state tax commission and provided by the local assessing unit, 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. Federal and state income tax returns are not required for a person residing in the principal residence if that 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, and an affidavit in a form prescribed by the state tax commission may be accepted in place of the federal or state income tax return.
3. Produce a valid driver license or other form of identification if requested by the supervisor or board of review.
4. Provide Form 5739, Affirmation of Ownership and Occupancy to remain exempt by reason of poverty.
5. Meet the federal poverty income guidelines as defined and determined annually by the United States Office of Management.

FEDERAL PROVERTY GUIDELINES USED IN THE DETERMINATION OF POVERTY EXEMPTIONS

Size of Family Unit	2023 Poverty Guidelines
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

6. Meet additional eligibility requirements as determined by the township board, including: Notwithstanding the value of property listed above, in order to be considered for tax exemption under MCL 211.7u, the value of all additional assets shall not exceed Ten Thousand Dollars (\$10,000). The Board of Review will consider all revenue and non-revenue producing assets during its deliberation as to whether relief shall be granted. If liquid assets (assets that can be readily converted to cash) exceed five times the gross income and no more cash than an amount equal to one month's gross household income.

Assets include:

- Stock
- Bonds
- Mutual Funds
- Insurance Policies
- Retirement Accounts
- Vehicles
- Boats
- RV's & Campers
- Motorcycles
- Recreational Vehicles
- Second Homes, land, vehicles
- Salable Property
- Jewelry, antiques, artwork, etc.
- Coin Collections

AYES: DeWyse, Benchley, Wright, Kenniston, Samyn, Close

NAYS: None

ABSENT: Wisniewski

Motion carried.

ATTORNEY REPORT: Not in attendance.

ENGINEER REPORT: Not in attendance.

STANDING COMMITTEE REPORTS: None.

OFFICER/TRUSTEE/DEPT. HEAD/COMMISSIONER REPORTS:

CLERK: No report.

TREASURER: No report.

TRUSTEES: Discussion held regarding road clearing from the storm.

SUPERVISOR: No report.

DPW ADMINISTRATOR BENCHLEY: Not in attendance.

PUBLIC SAFETY DIRECTOR BENCHLEY: Not in attendance.

COUNTY COMMISSIONER JOHNSON: Not in attendance.

OPEN TO THE PUBLIC: County Commissioner-Elect Poirier gave an update on the Household Assistant Grant.

ADJOURNMENT: Motion by Wright, supported by Benchley, to adjourn the meeting at 7:12 p.m.
Motion carried.

Respectfully submitted:

Approved by:

Frances DeWyse, Clerk

Terri Close, Supervisor