

The Crosswell City Council met in Regular Session January 3, 2012, at the William Aitkin Memorial Library, 111 N. Howard Ave., Crosswell, MI. City Clerk called the meeting to order at 7:30 P.M.

Present: M. McMillan, M. Willis, J. Geiger, L. Krawczyk, R. Butler  
Administration: City Administrator John Espinoza, City Clerk Suzanne Dobson  
Guests: Jeffersonian Reporter Margaret Whitmer, Ann Milletics

I. **PLEDGE OF ALLEGIANCE:**

II. **SWEARING IN OF COUNCIL MEMBERS:**

City Clerk swore in Mary Willis and John Geiger.

III. **ELECTION OF MAYOR AND MAYOR PRO-TEM:**

City Clerk asks for nominations for Mayor.

Moved by Willis and seconded by Butler to close the nominations for Mayor and cast a unanimous ballot for Michael McMillan. Motion Carried.

City Clerk asks for nominations for Mayor Pro-Tem.

Moved by McMillan and seconded by Krawczyk to close the nominations for Mayor Pro-tem and cast a unanimous ballot for Mary Willis. Motion Carried.

Clerk swears in Mayor and Mayor Pro-Tem.

Mayor McMillan called the meeting to order.

IV. **APPROVAL OF MINUTES** from the Regular Council Meeting of December 19, 2011  
Geiger moved to approve the minutes of December 19, 2011 as presented, second by Butler. Motion Carried.

V. **PUBLIC COMMENTS:**  
None

VI. **APPROVAL OF AGENDA:**  
Butler moved to approve the agenda as presented, second by Geiger. Motion Carried.

VII. **CORRESPONDENCE:**  
None

VIII. **ADMINISTRATOR'S REPORT:**  
- Environmental Public Comment review has expired, so the grants and loans will proceed.

IX. **COUNCIL MEMBER REPORT:**

A. McMillan: Bricker building on the corner of Wells and Brown. Committee of Butler and Geiger will meet with the City Administrator regarding offer and will report back to Council.

B. Willis: No report

C. Geiger: Wood burners – emission standards

D. Krawczyk: No report

E. Butler: No report

X. **UNFINISHED BUSINESS:**

None

XI. **NEW BUSINESS:**

a. Poverty Tax Exemption Resolution:

Geiger moved to approve the Resolution #01-03-2012 for the adoption of guidelines for poverty exemptions, second by Willis.

Roll Call Vote: Geiger, yes; Willis, yes; Butler, yes; Krawczyk, yes; McMillan, yes. 5 yeas, 0 nays.  
Motion Carried.

**RESOLUTION #01-03-2012  
RESOLUTION FOR POVERTY EXEMPTION**

***WHEREAS***, the adoption of guidelines for poverty exemptions is required of the Croswell City Council; and

***WHEREAS***, the principal residence of persons, who the 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 City of Croswell of Sanilac 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 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.
- 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) The application for an exemption shall be filed after January 1, but one day prior to the last day of the 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 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 for 2012 Assessments***

**Number of Persons Residing  
in the Principal Residence**

**Poverty Guidelines  
Annual allowable income**

Size of Family/ Household	Maximum Total Income
1	10,890
2	14,710
3	18,530
4	22,350
5	26,170
6	29,990
7	33,810
8	37,630
Additional Person	3,820

***NOW, THEREFORE, BE IT HEREBY RESOLVED*** that the Assessor and Board of Review shall follow the above stated policy and federal guidelines in granting or denying an exemption, unless the Assessor and Board of Review determines there are substantial and compelling reasons why there should be a deviation from the policy and federal guidelines and these reasons are communicated in writing to the claimant.

The foregoing resolution offered by City Council Member Geiger and supported by City Council Member Willis.

CERTIFICATION

I, SUZANNE DOBSON, City Clerk of Croswell, do hereby certify that Resolution #01-03-2012 was adopted by the City of Croswell at a regular meeting of the City of Croswell Council held at the Wm. Aitkin Memorial Library on then 3<sup>rd</sup> day of January 2012.

Vote on this Resolution,   5   members being present was as follows:

AYES: Geiger, Willis, Butler, Krawczyk, McMillan

NAYS: \_\_\_\_\_

\_\_\_\_\_  
Suzanne M. Dobson, CMC  
City Clerk

\_\_\_\_\_  
Michael McMillan, Mayor

b. Boards & Commission Appointments:

Geiger moved to appoint Mary Ann Vallee, Donna Hall, Karen Schott and Kim Hartman to the Parks & Recreation Committee for a 3 year term, second by Butler. Motion Carried.

XII. PUBLIC COMMENTS

None

XIII. APPROVAL OF ACCOUNTS PAYABLE:

Willis moved to approve the Accounts Payable for the amount of \$167,382.32 and the bills to be paid, second by Krawczyk. Motion Carried.

XIV. BUDGET REVIEW:

Council reviewed the current year budget.

XV. ADJOURNMENT:

With no further business Mayor McMillan adjourned the meeting.  
Meeting adjourned at 8:00 p.m.

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Suzanne Dobson, CMC

\_\_\_\_\_  
Michael McMillan, Mayor