

The Crosswell City Council met in Regular Session January 7, 2013, at the William Aitkin Memorial Library, 111 N. Howard Ave., Crosswell, MI. Mayor McMillan called the meeting to order at 7:46 P.M.

Present: M. McMillan, M. Willis, J. Geiger, L. Krawczyk, R. Butler
Administration: Interim City Administrator Amy Planck, City Clerk Suzanne Dobson
Guests: Electric Supervisor Jack Williams, City Treasurer Susan Vallee, DPW Supervisor Mark Vincent; Tom Burgess, Jeffersonian Reporter Margaret Whitmer

I. **PLEDGE OF ALLEGIANCE:**

II. **APPROVAL OF MINUTES** from the Regular Council Meeting of **December 17, 2012 & Special Mtg. December 27, 2012**

Geiger moved to approve the minutes of December 17, 2012 and December 27, 2012 as presented, second by Krawczyk. Motion Carried.

III. **PUBLIC COMMENTS:**

None

IV. **APPROVAL OF AGENDA:**

Butler moved to approve the agenda as presented, second by Willis. Motion Carried.

V. **CORRESPONDENCE:**

- a. Downtown Development Authority minutes 12/20/12: Willis moved to receive and file the DDA minutes of 12/20/12, second by Butler. Motion Carried.

VI. **ADMINISTRATOR'S REPORT:**

- Glass has been removed from the Community Center
- Police Nixle notification text zip code to 888777.
- E.D.C. – Closing the sale of lot to PERMS, LLC on 1/14/13
- Reviewing Project files
 - o CDBG submitted 12/2012
 - o MDEQ permits applied for
 - o Rural Development plans to be submitted this week
- Revenue Sharing – EVIP due 2/1/13 – Need an agreement with other municipalities for sharing services. Working with City of Sandusky to form an agreement will present at the next council meeting.
- Crosswell Milling – Found a letter of condition from 2008 from the Building Inspector. Will proceed with building inspector advisement.

VII. **COUNCIL MEMBER REPORT:**

- A. McMillan: 1. Welcomed Interim Amy; 2. Update on City Administrator search – applications due 2/8; discuss applications on 2/11; possible interviews weekend of 2/23 possible Administrator in place March/April. 3. Ask Electric Supervisor how training was going at the electric plant? Ans: Good

- B. Willis: No report
- C. Geiger: No report
- D. Krawczyk: Thank you for sewer rescue New Years Day
- E. Butler: No report

VIII. **UNFINISHED BUSINESS:**

None

IX. **NEW BUSINESS:**

- a. Tom Burgess – Sewer line issues: Having trouble with sewer line. Homeowner replace line from house to road approximately 13 months ago. New Years Eve the line backed up. DPW went out and snaked and video and there is no structural problems, some small feeler roots and a spot of grease or soap.

Mr. Burgess would like his bathroom floor replaced.

Mayor McMillan advised Mr. Burgess to stop at City Hall to pick up the paperwork and the Clerk will submit the claim to the city insurance carrier.

- b. Resolution for Poverty Exemption:

Butler moved to adopt Resolution #01-07-2013 Poverty Exemption as presented, second by Geiger.

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

**RESOLUTION #01-07-2013
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 2013 Assessments

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

**Poverty Guidelines
Annual allowable income**

Size of Family/ Household	Maximum Total Income
1	11,170
2	15,130
3	19,090

4	23,050
5	27,010
6	30,970
7	34,930
8	38,890
Additional Person	3,960

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 #01-07-2013 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 7th day of January 2013.

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

AYES: Butler, Geiger, Krawczyk, Willis, McMillan

NAYS: _____

Suzanne M. Dobson, CMC
City Clerk

Michael McMillan, Mayor

c. Water Plant Technician Union Posting:

Union posting for Water Plant Technician – this was the position of Blair Long whom retired in December 2012. This posting is for within the union.

Mayor McMillan asked who in the city employment carries the D-3 license? Ans: Jack Williams and John Peck.

Geiger moved to approve the posting of the Water Plant Technician within the union, second by Willis. Motion Carried.

X. **PUBLIC COMMENTS**

None

XI. **APPROVAL OF ACCOUNTS PAYABLE**

Willis moved to approve the Accounts Payable for the amount of \$253,883.50 and the bills be paid, second by Krawczyk. Motion Carried.

XII. **ADJOURNMENT:**

With no further business Mayor McMillan adjourned the meeting.

Meeting adjourned the meeting at 8:25 p.m.

Suzanne Dobson, CMC
Crosswell City Clerk

Michael McMillan, Mayor