

**REGULAR BOARD MEETING
TUESDAY, JANUARY 10, 2023, 7:00 P.M.
FOSTER TOWNSHIP HALL
1968 CLEAR LAKE RD, WEST BRANCH, MI 48661**

Meeting called to order by Supervisor Miller at 7:00 p.m. with the pledge to the flag.

Roll call, Miller, Shirey, VanGoethem, Brenner, present; McIntyre absent.

Motion by Shirey, supported by Van Goethem, to approve December 13, 2022 Regular Board meeting minutes; the motion carried.

Treasurer report received and filed.

Motion by Miller, supported by Brenner, to pass the 2023 Resolution Alternate start date for 2023 Board of Review; Roll Call; Shirey, aye, VanGoethem, aye, Miller, aye, Brenner, aye, the resolution passed 4 ayes, 1 absent.

Motion by Miller, supported by VanGoethem, to pass the 2023 Resolution for Poverty Exemption Income Guidelines and Asset Test; Roll Call; Shirey, aye, VanGoethem, aye, Miller, aye, Brenner, aye, the resolution passed 4 ayes, 1 absent.

Commissioner report received (see attached).

Assistant Fire Chief Deland reported the fire department had 8 calls, Chief looking at a new improved tanker truck, with 28,000 miles, auction bid up to \$6,000, motion by Brenner, supported by Shirey, to purchase the tanker truck; the motion carried. The old pumper truck to be sold.

Motion by Brenner, supported by Shirey, for Fire Department training for Ice rescue 1 & 2 for \$458.00, the motion carried.

Motion by Brenner, supported by VanGoethem, to approve the generator bid from Banning Electric for the fire hall, motion carried. ARPA monies will pay for the generator.

Motion by Miller, supported by Brenner, to approve the computer quote from Great Lakes Technology, the motion carried. ARPA monies will pay for the computer.

FOSTER TOWNSHIP REGULAR MEETING, JANUARY 10, 2023

Township is in need of cleaning person for the township hall, Clerk will post the position.

Supervisor reported budget work meeting will be Wednesday, January 25, 2023 at 5:30 p.m.

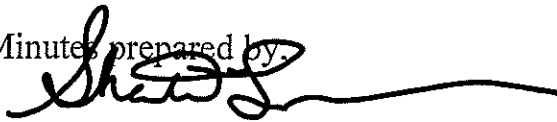
Motion by Miller, supported by VanGoethem, to purchase the rolling dock for Horseshoe Lake for \$2500 monies from the park fund, the motion carried.

Motion by Shirey, supported by VanGoethem, to approve Board of Review training for Board of Review members held in West Branch, the motion carried.

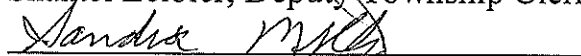
Motion by Brenner, supported by Shirey, to pay bills as presented, the motion carried.

Meeting adjourned at 7:39 p.m.

Minutes prepared by



Shantel Leibler, Deputy Township Clerk


Approved by Supervisor, Sandra Miller

01/10/2023

ACCOUNT BALANCE REPORT FOR FOSTER TOWNSHIP
PERIOD ENDING 12/31/2022

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2022
Fund 101 - GENERAL OPERATING FUND		
Assets		
101-000-001.000	CASH-CHECKING	287,254.97
101-000-002.000	CASH-SAVINGS	100,142.78
101-000-002.003	EFT/UTILITIES CHECKING	18,769.20
101-000-003.000	MAINTENANCE FUND CASH SAVINGS	51,312.57
TOTAL ASSETS		<u>457,479.52</u>
Fund 206 - FIRE FUND		
Assets		
206-000-001.000	CASH-CHECKING	50,963.56
206-000-004.000	FIRE EQUIPMENT FUND CHECKING	55,728.08
TOTAL ASSETS		<u>106,691.64</u>
Fund 210 - PARK FUND		
Assets		
101-000-003.001	CD MAINTENANCE	10,203.70
101-000-003.002	CD-CEMETERY	13,135.45
101-000-008.000	CASH - CERTIFICATE OF DEPOSIT CHEMICAL B	51,985.30
210-000-003.010	CD-PARK	8,609.52
TOTAL ASSETS		<u>83,933.97</u>

January 3, 2023

Commissioner Report



1. New board sworn in. Chairperson; Jenny David, Vice Chair; Brenda Simmons. Meeting schedule to stay the same.
2. The Transit manager made a report of the 23 – 24 Fiscal Year budget.
3. Authorized temporary work hours increase in the Clerk's office.
4. Approved FY2023 Michigan Medical Marihuana Operation and Oversight Grant Contract.
5. Appointed board members to Planning, ZBA and EDC .
6. Accepted quote and approved purchase of a new clothes dryer for Corrections Dept. Paid by Commissary fund.
7. Approved agreement for Caretaker Services at WB Secret Campground and RV park.
8. Approved an Inter-local agreement with the WB Community Airport Board to administrate compensation for the Airport Manager as an employee rather than a Contractor.

Committee reports;

1. Parks and Recreation; Nature Park fence was damaged by a fallen tree. Repairs are being made.
2. Airport; Increased compensation for the Manager. A review of projects and finances.
3. Planning; A meeting is scheduled for the end of this month.
4. Road Commission Discussed state royalties for sand and gravel. Reviewed winter road status.

WEST BRANCH DISTRICT LIBRARY

BOARD OF TRUSTEES MEETING

Monday, December 5, 2022 5:00 p.m.

Members present: D. Beamish, S. Jennings, S. Smith, Y. Maul, K. Michael, M. Durfee, T. Barnhart, K. Shirey, director J. Sheridan. Absent: J. Heading

President K. Michael called meeting to order at 5:00 pm followed by the pledge of allegiance.

Approval of agenda: Request to add #6 January meeting and #7 Township Resolution letter. Motion to accept agenda with additions made by S. Jennings, supported by T. Barnhart, all in favor, motion passed.

Public comment: None

Board Minutes: On file. Motion to accept November 7, 2022 minutes as presented made by S. Jennings, supported by Y. Maul, all in favor, motion passed.

Bills to Pay: Review of mid and end of month bills for a total of \$13,163.27 which is larger due to elevator expenses. Motion to pay bills made by S. Smith, supported by S. Jennings, all in favor, motion passed.

Financials: On file. Even with necessary budget adjustments the financials are as expected. Equipment line item is over due to the unexpected elevator inspection bill. Discussion of budget followed. Motion to accept financials made by T. Barnhart and supported by Y. Maul, all in favor, motion passed.

Correspondence: None

New Business: Discussion of new email system for all board members and library employees. This is for privacy and security issues. John will send out a trial email once everyone is set up. T. Barnhart and S. Jennings attended the MLA Trustee program and reported on issues they felt pertinent. S. Jennings suggested they copy the handouts and give to board members at next meeting. John discussed review of the social media policy, states he feels Traverse city library has a good policy and will request copy for our review. John then presented a resolution requesting funds from Northeast Michigan Foundation. The resolution was presented (on file) requesting \$700.00 from the Northeast Michigan Community Foundation: roll call vote: S. Jennings, yes; S. Smith, yes; Y. Maul, yes; K. Michael, yes; T. Barnhart, yes; K. Shirey, yes. Resolution accepted and passed. Next on the agenda was discussion of turning the literacy room into a more serviceable area. K. Michael motioned to work at revamping the old literacy area to be used as staff breakroom/multi-purpose area. Supported by Y. Maul, all in favor, motion passed. John had asked we review January meeting as it lands on the Monday of News Years weekend. Motion by K. Shirey to cancel the January meeting S. Smith supported, all in favor, motion passed. John reviewed sample of resolution letter request to go to township supervisors and City manager regarding assistance to access ARA funds through the county. Motion by T. Barnhart to proceed with resolution letter, supported by S. Jennings, all in favor motion passed.

Directors Report: John reported on November's events. The Silent Auction will run until December 10. The appeal of the Property Tax suit has been filed, looking at court date at this time. Miss Emily story time was held 5 times this month. Miss Enya from the local 4H is still having well attended programs. Next book discussion will be Pride and Prejudice by Jane Austen.

Next meeting February 6, 2022 at 5:00 p.m.

Kathy Shirey

secretary

CHECK REGISTER FOR FOSTER TOWNSHIP
 CHECK DATE FROM 01/01/2023 - 01/31/2023

Check Date	Bank	Check	Vendor	Vendor Name	Invoice Vendor	Description	Amount
Bank EFT/U EFT/UTILITIES							
01/06/2023	EFT/U	718 (E)	00029	AT&T	AT&T	HALL TELEPHONE	130.71
01/06/2023	EFT/U	719 (E)	00043	CONSUMERS ENERGY	CONSUMERS ENERGY	TWP HALL	106.18
01/06/2023	EFT/U	720 (E)	00043	CONSUMERS ENERGY	CONSUMERS ENERGY	PARK LIGHTS	29.27
01/06/2023	EFT/U	721 (E)	00043	CONSUMERS ENERGY	CONSUMERS ENERGY	FIRE HALL	139.57
01/06/2023	EFT/U	722 (E)	00043	CONSUMERS ENERGY	CONSUMERS ENERGY	GARAGE LIGHT	31.59
01/06/2023	EFT/U	723 (E)	00043	CONSUMERS ENERGY	CONSUMERS ENERGY	STREET LIGHTS	459.92
01/06/2023	EFT/U	724 (E)	00058	FERRELLGAS	FERRELLGAS	LED LIGHTS	156.69
01/06/2023	EFT/U	725 (E)	00058	FERRELLGAS	FERRELLGAS	TWP PROPANE	588.72
01/06/2023	EFT/U	726 (E)	00134	XEROX COPORATION	XEROX COPORATION	FIRE HALL	1,010.35
01/06/2023	EFT/U	727 (E)	00134	XEROX COPORATION	XEROX COPORATION	COPIER	37.64
EFT/U TOTALS:							
Total of 10 Checks:							2,690.64
Less 0 Void Checks:							0.00
Total of 10 Disbursements:							2,690.64
Bank Fire FIRE DEPARTMENT CHECKING							
01/05/2023	Fire	2087	00409	DARYL DUPAGE	DARYL DUPAGE	MEDICAL RUN REPORTS	142.00
01/05/2023	Fire	2088	00019	GREEN ACE HARDWARE	GREEN ACE HARDWARE	ROCK SALT	54.95
01/05/2023	Fire	2089	00453	ROD MESKE	ROD MESKE	REIMBURSEMENT FOR PRINTER	88.85
01/06/2023	Fire	2090	00402	WEST BRANCH NAPA	WEST BRANCH NAPA	ELBOW SWIVEL SHOP TOWELS	42.95
FIRE TOTALS:							
Total of 4 Checks:							328.75
Less 0 Void Checks:							0.00
Total of 4 Disbursements:							328.75
Bank FIREQ FIRE VEHICLE & EQUIPMENT FUND							
01/05/2023	FIREQ	1230	00391	CLEAR LAKE WHISPERING P	CLEAR LAKE WHISPERING P	BUCKET LOADER FOR STATE LA	300.00
01/05/2023	FIREQ	1231	00019	GREEN ACE HARDWARE	GREEN ACE HARDWARE	POWER STEERING FLUID, KEY	10.04
01/05/2023	FIREQ	1232	00427	TODD KECKSTEIN	TODD KECKSTEIN	DUMP TRAILER RENTAL	300.00
FIREQ TOTALS:							
Total of 3 Checks:							610.04
Less 0 Void Checks:							0.00
Total of 3 Disbursements:							610.04
Bank Gener GENERAL FUND CHECKING							
01/05/2023	Gener	8405	00358	GREAT LAKES TECHNOLOGY	GREAT LAKES TECHNOLOGY	XEROX UPDATED REMOTELY	56.25
01/05/2023	Gener	8406	00070	HOME DEPOT	HOME DEPOT	ROCK SASLT, SCREWS, 2X4	131.45
01/05/2023	Gener	8407	00109	OGEMAW COUNTY ROAD COMM	OGEMAW COUNTY ROAD COMM	SIGN UPGRADE ON WEST BAROD	627.49
01/05/2023	Gener	8408	00454	SULLIVAN EXTERIORS	SULLIVAN EXTERIORS	DOORS FOR TOWNSHIP HALL	1,628.10
01/06/2023	Gener	8409	00232	REPUBLIC SERVICES #237	REPUBLIC SERVICES #237	TRASH REMOVAL	1,904.03

CHECK REGISTER FOR FOSTER TOWNSHIP
CHECK DATE FROM 01/01/2023 - 01/31/2023

Check Date	Bank	Check	Vendor	Vendor Name	Invoice Vendor	Description	Amount
GENER TOTALS:							
Total of 5 Checks:							4,475.47
Less 0 Void Checks:							0.00
Total of 5 Disbursements:							4,475.47
REPORT TOTALS:							
Total of 22 Checks:							8,104.90
Less 0 Void Checks:							0.00
Total of 22 Disbursements:							8,104.90

8376 - 3409 14131.62

Clerks Check Register
For Check Dates 01/01/2023 to 01/31/2023

Check Number	Name	Check	Pay Period	End Date	Net
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8376	AMMOND, JAMES T.	01/10/2023	01/31/2023	01/31/2023	102.01
8378	BALT, DAVID B	01/10/2023	01/31/2023	01/31/2023	41.77
8379	BRENNER, STEVEN J.	01/10/2023	01/31/2023	01/31/2023	43.79
8380	DEHART, KELLI G	01/10/2023	01/31/2023	01/31/2023	132.30
8381	DELAND, RICHARD J.	01/10/2023	01/31/2023	01/31/2023	29.14
8382	DUPAGE, DARYL P	01/10/2023	01/31/2023	01/31/2023	165.14
8383	DUPAGE, LOGAN Q	01/10/2023	01/31/2023	01/31/2023	663.35
8384	HALL, SAMANTHA R	01/10/2023	01/31/2023	01/31/2023	27.80
8385	KECKSTEIN, TODD A	01/10/2023	01/31/2023	01/31/2023	58.29
8386	KINSTLER, PAUL D	01/10/2023	01/31/2023	01/31/2023	361.45
8387	KOWALCZYK, KEVIN S.	01/10/2023	01/31/2023	01/31/2023	187.84
8388	LEIBLER, SHANTEL D	01/10/2023	01/31/2023	01/31/2023	125.11
8389	MCINTYRE, DWIGHT L.	01/10/2023	01/31/2023	01/31/2023	103.27
8390	MCINTYRE, KAREN M	01/10/2023	01/31/2023	01/31/2023	98.52
8391	MESKE, ROD	01/10/2023	01/31/2023	01/31/2023	753.68
8392	MILLER, EDWARD J	01/10/2023	01/31/2023	01/31/2023	685.02
8393	MILLER, SANDRA S.	01/10/2023	01/31/2023	01/31/2023	41.77
8394	MORRISH, EDWARD	01/10/2023	01/31/2023	01/31/2023	685.72
8395	OWEN, GAVIN T.	01/10/2023	01/31/2023	01/31/2023	502.63
8396	POPIELARZ, CASEY R	01/10/2023	01/31/2023	01/31/2023	29.14
8397	REELTZ, ROBERT G	01/10/2023	01/31/2023	01/31/2023	111.21
8398	SAVOIC, GREGORY A	01/10/2023	01/31/2023	01/31/2023	347.55
8399	SEKELY, JOHN J	01/10/2023	01/31/2023	01/31/2023	125.11
8400	SHIREY, KATHLEEN E.	01/10/2023	01/31/2023	01/31/2023	285.70
8401	THOMPSON, ALLISON N	01/10/2023	01/31/2023	01/31/2023	176.10
8402	VANGOTHEM, AMBER	01/10/2023	01/31/2023	01/31/2023	1,223.28
8403	VANGOTHEM, COLLEEN M	01/10/2023	01/31/2023	01/31/2023	93.47
8404	WHITING, KELLY	01/10/2023	01/31/2023	01/31/2023	753.68
EFT28	EFTPS,	01/05/2023	01/31/2023	01/31/2023	1,688.41

Total Checks: 30

9,656.15

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.

Size of Family Unit	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

BE IT ALSO RESOLVED that the supervisor and board of review shall follow the above stated policy and federal guidelines in granting or denying an exemption.

The foregoing resolution offered by:

Township Board Member Miller

Supported by VanGoethem

Township Board Member _____

Upon roll call vote, the following voted:

"Aye": Shirey, VanGoethem, Miller, Brenner

The Township Supervisor declared the resolution adopted on **January 10, 2023**.

I, Sandi Miller, the duly elected and acting Supervisor of Foster Township, hereby certify that the foregoing resolution was adopted by the township board of said township at the regular meeting of said board held on January 10th, 2023, at which meeting a quorum was present by a roll call vote of said members as hereinbefore set forth; that said resolution was ordered to take immediate effect.



Sandi Miller, Township Supervisor

Foster Township, Ogemaw County, MI
RESOLUTION for 2023 Poverty Exemption Income Guidelines and Asset Test

RESOLUTION #01-02-23

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, the township board is required by MCL 211.7u to adopt guidelines for the poverty exemption;

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

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, a person must do all 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) Produce a deed, land contract, or other evidence of ownership of the property for which an exemption is requested if required by the supervisor or board of review.
- (5) Meet the federal poverty income guidelines as defined and determined annually.
- (6) Meet additional eligibility requirements as determined by the township board, including:
 - (a) If income exceeds the federal poverty income guidelines *or* assets exceed the amounts described below, a Poverty Exemption shall not be granted.
 - (b) The Asset Level established under PA 390 of 1994 as described in State Tax Commission Bulletin 6 of 2017, shall be employed. This asset level test is adopted annually by the Township Board policy and the Board of Review:
 - a. Cash assets of the total household may not exceed an amount equal to two month's gross household income. This includes all forms of money generated, including income as described by the US Census Bureau, that is being held as: cash, money in checking/savings accounts, stocks/bonds, one-time insurance payments/cash-out option insurance policies, coin/antique/artwork collections, boats, ORV's, motorcycles, recreational vehicles, jewelry, retirement accounts, gifts, loans, lump-sum inheritances, money markets and other financial institution accounts, an/or instruments or securities which can be readily converted to cash.
 - b. Fixed Assets to the total household may not exceed \$5,000. Non-cash assets are defined as those, which are not considered to be cash assets, as defined above.
 - c. Other Property, including real estate, of any value, that could be converted to cash and used to pay property taxes. Other real estate is defined as: real estate other than the primary dwelling.
 - d. The following assets are excluded from this limit:
 - i. Applicant's principal residence and adequate transportation
 - ii. Applicant's household personal property
 - iii. Assets not accessible by the applicant, co-owner, or any member of the applicant's household.

Foster Township
RESOLUTION Alternate Start Date for 2023 March Board of Review

RESOLUTION #01-23

WHEREAS, the General Property Tax Act, MCL 211.30, requires the Board of Review to meet on the second Monday in March to hold its first meeting for taxpayer appeals; and

WHEREAS, MCL 211.30(2) allows the Township Board to authorize, by adoption of an ordinance or resolution, an alternative starting date in March when the board of review shall initially meet, which alternative starting dates shall be the Tuesday or Wednesday following the second Monday of March; and

NOW, THEREFORE, BE IT RESOLVED that Wednesday, March 15, 2023, the Wednesday following the second Monday of March, has been selected as the first meeting date of the 2023 Board of Review

The foregoing resolution offered by

Township Board Member Miller,

Second offered by Brenner,

Township Board Member _____.

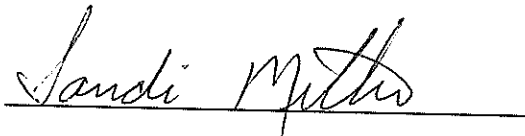
Upon roll call vote the following voted:

"Aye": Shirey, VanGoethem, Miller, Brenner

"Nay

The Supervisor declared the resolution adopted.

I, Sandi Miller, the duly elected and Supervisor of Foster Township, hereby certify that the foregoing resolution was adopted by the township board of said township at the regular meeting of said board held on January 10, 2023, at which meeting a quorum was present by a roll call vote of said members as hereinbefore set forth; that said resolution was ordered to take immediate effect.



Sandi Miller, Foster Township Supervisor