

**TYRONE TOWNSHIP
REGULAR BOARD MEETING
APPROVED MINUTES – FEBRUARY 2, 2021**

CALL TO ORDER

Supervisor Cunningham called the meeting of the Tyrone Township Board to order with the Pledge of Allegiance on February 2, 2021 at 7:00 p.m. electronically via Zoom per Covid-19 restrictions.

ROLL CALL

Present: Supervisor Mike Cunningham, Treasurer Jennifer Eden, Clerk Marcella Husted, Trustees Herman Ferguson, Kurt Schulze, Zach Tucker, and David Walker.

APPROVAL OF AGENDA – OR CHANGES

Trustee Walker moved to approve the agenda as amended. (Treasurer Eden seconded.) Supervisor Cunningham added New Business #5 Planning Service Bids, and New Business #6 Revision to the Township Emergency Plan. The motion carried; all ayes.

APPROVAL OF CONSENT AGENDA

**Regular Meeting Minutes – January 19, 2021
Clerk’s Warrants and Bills**

Trustee Schulze moved to approve the consent agenda as presented. (Trustee Tucker seconded.) The motion carried; all ayes.

COMMUNICATIONS

- 1. Livingston County Sheriff Report – December 31, 2020.**
- 2. Fire Service Report.**

Trustee Walker moved to receive and place on file Communications #1-2 as presented. (Trustee Tucker seconded.) The motion carried; all ayes.

PUBLIC REMARKS

None.

UNFINISHED BUSINESS

- 1. Note about the Blue Cross Blue Shield policy.**

Clerk Husted told the board the amount of the BCBS policy was about an 8% increase from last year, not the 5.54% as was indicated at the January 19, 2021 board meeting. She said the policy’s premium was correct as approved, but the percentage was off. No motion was made.

NEW BUSINESS

- 1. Gabridge & Co. engagement letter to confirm terms of the 2021-2022 township audit.**

Trustee Walker moved to authorize the Supervisor and Clerk to sign the engagement letter with Gabridge & Co. to confirm the terms of the 2021-2022 township audit. (Treasurer Eden seconded.) The motion carried; all ayes.

**TYRONE TOWNSHIP
REGULAR BOARD MEETING
APPROVED MINUTES – FEBRUARY 2, 2021 – PAGE 2**

2. Resolution to establish alternate March Board of Review dates.

RESOLUTION #210201
TYRONE TOWNSHIP, LIVINGSTON COUNTY

ESTABLISHING ALTERNATE MARCH
BOARD OF REVIEW DATES

WHERE AS, MCL 211.30(2) allows the Township Board to authorize alternative starting dates 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;

THEREFORE, BE IT RESOLVED THAT an alternate date may be established for March Board of Review. The alternative starting date shall be the Wednesday following the second Monday of March.

RESOLVED BY: Trustee Schulze
SUPPORTED BY: Trustee Walker

VOTE: Cunningham, yes; Husted, yes; Eden, yes; Walker, yes; Schulze, yes; Tucker, yes; Ferguson, yes.

ADOPTION DATE: February 2, 2021

CERTIFICATION OF THE CLERK

The undersigned, being the duly qualified and acting Clerk of Tyrone Township, Livingston County, Michigan, hereby certifies that (1) the foregoing is a true and complete copy of a resolution adopted by the Township Board at a regular meeting, held on February 2, 2021, at which meeting a quorum was present and remained throughout, (2) the original thereof is on file in the records in my office, (3) the meeting was conducted, and public notice thereof was given, pursuant to and in full compliance with the Open Meetings Act (Act No. 267, Public Acts of Michigan, 1976, as amended) and (4) minutes of such meeting were kept and will be or have been made available as required thereby.



Marcella Husted
Township Clerk

**TYRONE TOWNSHIP
REGULAR BOARD MEETING
APPROVED MINUTES – FEBRUARY 2, 2021 – PAGE 3**

3. Resolution to establish guidelines for granting poverty exemptions from property taxes.

RESOLUTION #210202
TYRONE TOWNSHIP, LIVINGSTON COUNTY

ESTABLISHING GUIDELINES FOR GRANTING OF POVERTY EXEMPTIONS FROM
PROPERTY TAXES

WHERE AS, the adoption of guidelines for poverty exemptions is required of the Township Board; and

WHERE AS, the principal residence of persons, who the 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

WHERE AS, pursuant to P.A. 390 of 1994, the Township of Tyrone, Livingston 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;

THEREFORE, BE IT RESOLVED THAT to be eligible, a person shall do all of 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. Meet the federal poverty income guidelines as defined and determined annually by the United States Department of Health and Human Services shown in Attachment A.
3. 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 or a signed State Tax Commission Form 4988, Poverty Exemption Affidavit.
4. File a claim reporting that the combined assets of all persons do not exceed the current guidelines shown in Attachment B. 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.
5. Produce a valid driver's license or other form of identification if requested.
6. Produce, if requested, a deed, land contract, or other evidence of ownership of the property for which an exemption is requested.

**TYRONE TOWNSHIP
REGULAR BOARD MEETING
APPROVED MINUTES – FEBRUARY 2, 2021 – PAGE 4**

7. The application for an exemption shall be filed after January 1, but one day prior to the last day of the December 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.

BE IT FURTHER RESOLVED THAT that the Assessor and Board of Review shall follow the above stated policy and federal guidelines in granting or denying an exemption, unless the 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.

ATTACHMENT A

POVERTY LEVEL GUIDELINE FOR 2021 TAX YEAR	
Size of Family Unit	Household Income
1	\$12,760
2	\$17,240
3	\$21,720
4	\$26,200
5	\$30,680
6	\$35,160
7	\$39,640
8	\$44,120
For each additional person	\$4,480

ATTACHMENT B

Asset Test

The Township of Tyrone’s cumulative value of assets allowed for a Poverty Exemption shall be \$10,000. The purpose of an asset test is to determine the resources available: cash, fixed assets or other property that could be converted to cash and used to pay property taxes in the year the poverty exemption is filed. A list of "assets" includes, but is not limited to:

- A second home, land, vehicles.
- Recreational vehicles such as campers, motor-homes, boats, and ATV's.
- Buildings other than the residence.
- Jewelry, antiques, artwork.
- Equipment, other personal property of value.
- Bank accounts, stocks.
- Money received from the sale of property, such as stocks, bonds, a house or car (unless a person is in the specific business of selling such property).
- Withdrawals from bank deposits and borrowed money (including reverse mortgage's).
- Gifts, loans, lump-sum inheritances and one-time insurance payments.
- Food or housing received in lieu of wages and the value of food and fuel produced and consumed on farms.

**TYRONE TOWNSHIP
REGULAR BOARD MEETING
APPROVED MINUTES – FEBRUARY 2, 2021 – PAGE 5**

- Federal non-cash benefits programs such as Medicare, Medicaid, food stamps, and school lunches.

“Assets” do not include the value of the principal residence and do not include the homestead property tax credit as it is not to be considered income for poverty exemptions purposes. Assets exempt from consideration are the homesteaded property with furnishings and one motor vehicle. That motor vehicle shall be valued no greater than \$10,000.

RESOLVED BY: Trustee Schulze
SUPPORTED BY: Trustee Tucker

VOTE: Tucker, yes; Walker, yes; Ferguson, yes; Schulze, yes; Husted, yes; Eden, yes; Cunningham, yes.

ADOPTION DATE: February 2, 2021

CERTIFICATION OF THE CLERK

The undersigned, being the duly qualified and acting Clerk of Tyrone Township, Livingston County, Michigan, hereby certifies that (1) the foregoing is a true and complete copy of a resolution adopted by the Township Board at a regular meeting, held on February 2, 2021, at which meeting a quorum was present and remained throughout, (2) the original thereof is on file in the records in my office, (3) the meeting was conducted, and public notice thereof was given, pursuant to and in full compliance with the Open Meetings Act (Act No. 267, Public Acts of Michigan, 1976, as amended) and (4) minutes of such meeting were kept and will be or have been made available as required thereby.



Marcella Husted
Township Clerk

4. Positive Pay quote from Flagstar Bank.

Trustee Walker moved to approve the quote of \$20 a month for Positive Pay, a service that protects bank accounts from fraud, for the township’s four accounts with Flagstar Bank. (Trustee Tucker seconded.) The motion carried; all ayes.

5. Planning service bids.

Supervisor Cunningham told the board they’d be choosing a planning service at the next board meeting on February 16, 2021. No motion was made.

6. Update of the township’s Support Emergency Operations Plan.

Trustee Walker moved to approve the amendments to the township’s emergency plan. (Treasurer Eden seconded.) The motion carried; all ayes. The township’s address, a change in phone number, and the Treasurer’s information were updated.

**TYRONE TOWNSHIP
REGULAR BOARD MEETING
APPROVED MINUTES – FEBRUARY 2, 2021 – PAGE 6**

7. Closed session to discuss litigation.

RESOLUTION #210203
TYRONE TOWNSHIP, LIVINGSTON COUNTY

CLOSED SESSION

Trustee Walker resolved to convene in closed session to discuss litigation. (Trustee Tucker seconded.)

Roll call: Cunningham, yes; Husted, yes; Eden, yes; Ferguson, yes; Schulze, yes; Tucker, yes; Walker, yes.

The board convened in closed session at 7:20 p.m.

* * * * * Closed Session Minutes * * * * *

The board reconvened in open session at 8:08 p.m.

MISCELLANEOUS BUSINESS

None.

PUBLIC REMARKS

None.

ADJOURNMENT

Trustee Walker moved to adjourn. (Treasurer Eden seconded.) The motion carried; all ayes.
The meeting adjourned at 8:09 p.m.