



Minutes – Regular Meeting: Jan. 6th, 2021

Call to Order

- 6:15 PM – Roll Call taken with Jess McClaughry, Dave Lawrence, Rachel Mackson, Gail Garrity, and Laura List in attendance. All were located in Harrison, MI during the meeting.
- There were 14 visitors via Conference Call.

Pledge of Allegiance

- Led by Dave Lawrence

Agenda

- Motion made by Dave Lawrence, with second by Jess McClaughry, to accept the Agenda with addition of:
 - IT - Bryan Fliegel
 - Maintenance contract questions
 - Request by Township Resident for online payment options for taxes
 - Isabella CD
 - Outgoing Board Members
 - Treasurer's Stamps
 - Current Checks
 - Clare County Sherriff Contract for 2020
 - ✓ Motion carried - approved by all Board Members

Regular Meeting Minutes

- Motion made by Dave Lawrence, seconded by Jess McClaughry, to approve the Dec. regular meeting minutes with the following changes
 - Add additional public comment by John Temelko that he requested someone from Greenwood Forest be on the Lake Assessment Board.
 - That Jess made the motion to approve the Treasurer's Report, not Dave Lawrence.
 - Change wording of Dave Lawrence about Alarm to soon, rather than at, the next meeting.
 - ✓ Motion carried
 - Jess McClaughry, Dave Lawrence, Laura List – Yes
 - Rachel Mackson – No
 - Gail Garrity – No because Rachel did a great job on the minutes and these items should have been brought up beforehand

Statement of Accounts

- Motion made by Jess McClaughry, seconded by Laura List, to approve the Statement of Accounts.
 - ✓ Motion carried - approved by all Board Members

County Clerk Report

- Lori Martin said that the Clerk's office has been continuously open during Covid and continued to do all necessary work.
- She has also started the process of having deed records scanned, and then indexed so that future research on deeds could be done online.
- The project is quite large, with a cost of \$109,000. She took bids and picked a Michigan firm that will do the best job for the least possible cost.
- The money for this comes from a special earmarked tech fund that can only be used for technology improvements. No money for the project will come from the general fund.

County Commissioner Report

- David Hoefling was present and reported on the Dec. Commissioner’s meeting.
- They voted to increase the salary for an Assistant Prosecutor. They are having difficulty filling the job, and nearby counties are advertising the same position with higher salaries.
- The Sherriff’s department worked for and received a \$28,000 grant to help off-set extra overtime due to Covid.
- Senior Services also received grant money. They asked to have their employees receive \$50 per month for internet usage and also asked for 2% raises. The Board did not grant the requests because they felt it unfair to only provide these benefits and raises to one department when other departments have not gotten raises and in some cases have taken cuts.

Library Report

- Nancy House reported that the Library is scheduled to re-open Jan. 15.
 - Deb Hoyt is the new member of the Library Board.
 - They are also moving their bank to Member’s First Credit Union because it has a larger presence in our local community.

Public Comment

- John Temelko
 - John presented himself as a candidate to be on the Lake Assessment Board.
 - He also suggested Laura List as a possible candidate and stated that Dale Price only represented the LLIA.
 - John spoke against Gail Garrity and Rachel Mackson as candidates for the Lake Assessment Board.
- Keith Hoffman
 - Keith, after witnessing the events at the Capitol, felt that the Board should hold themselves to high standards.
 - He also includes everyone in the community in the need for working harder to get along and be good neighbors. He said the only people that can change things would be himself and everyone who is listening here.
 - He also feels that John Temelko should be on the Lake Assessment Board.
- Dale Price
 - Dale had a problem with a prior comment that he did not represent everyone on the lake.
 - Dale has passed along every correspondence that he has received to the Greenwood Forest Subdivision and just sent water reports today.
 - Dale is glad to fix any problem of people not receiving information whenever anyone lets him know of any issues.
- Tom Garrity
 - Made a clarification about a comment related to access to the Greenwood Forest Protection Association Beach when he and Gail purchased the 40 acres nearby.
 - The Garritys never thought they had access – nor did they ever request or want access.
 - Tom also reinforced that Dale represents everybody that pays the lake assessment.

Old Business

- Blight update – Need to revise procedural policy - Jess
 - Still working with homeowner to fix the blight issue, but the original court date was changed.
 - It is a point of frustration for him and for the people in the Greenwood Forest Subdivision and all people who live next to the blight.
 - Jess is committed to taking care of the problem and will continue to work to fix it.
- New Officials (MTA) Training
 - Since Jess came into office four years ago, he has offered many opportunities for training to Board members.
 - New members will be attending New Official’s Training. Laura List also took MTA training when she came on board in Feb. and will attend the New Official’s training next week.
 - All five members are taking advantage of all available training to them by MTA.

- Zoom
 - Jess investigated the practicality of using zoom with equipment borrowed from the County Clerk’s office.
 - Dave Lawrence related that Stacy Stocking also offered to lend us equipment from the City of Harrison.
 - The upshot is that with borrowed equipment, it is not practical to use Zoom since it is difficult and expensive to move the Zoom equipment.
 - Having the meeting somewhere else would require us to have daytime meetings, but the township appreciates having evening meetings to make it convenient for people to attend.
- Meeting Time for Township Meetings – Jess
 - At the Nov. meeting, it was decided that we try a 6:15PM meeting time.
 - Question to Board – should we keep 6:15PM time or go back to 7PM.
 - Gail and Rachel expressed that they are open to either meeting time.
 - Jess brought up the point that one of the reasons for a 6:15PM meeting would be that people would not need to do as much night driving, but it does not make a difference now since it gets dark at 5.
 - Jess will revisit this in the future and would like to get input from the public about what time is most convenient for them.
- Security Alarm, passwords, admin for alarm system
 - Dave has contacted Guardian Alarm with updated passwords for everyone. They did not receive his initial email, so the process is slightly delayed.
 - Once Guardian has updated everything, Dave will get an email and let the Board know what needs to be done next.
- Printer for Clerk – Motion made by Dave Lawrence, seconded by Gail Garrity to approve an additional \$29.50 for printer.
 - ✓ Motion carried – approved by all Board Members.

New Business

- Resolution . . . for AMAR: Real Property Exemption
 - Motion made by Jess McLaughry, seconded by Dave Lawrence to approve a resolution which assessor says is necessary per AMAR requirement. (Resolution Attached)
 - ✓ Motion carried – approved by all Board Members.
- Board of Review - recommendations for approval / MTA training
 - Jess confirmed with Dave that he needs minutes for all future BOR meetings.
 - Terms for BOR members were up effective Dec. 31, 2020.
 - Jess has 3 possible members returning and is seeking out an alternate.
 - He will present the names of people at next month’s meeting.
 - MTA is offering BOR training and Jess is recommending the classes. Some members have already taken a class, so he is recommending advanced training for those people.
- Budget workshop
 - After a discussion of schedule conflicts, a workshop was scheduled for Jan. 18th at 1PM at the Greenwood Twp. Hall.
- Appointment for Lily Lake Assessment Board
 - Jess brought up the need to have a new Representative on the Assessment Board.
 - Dave Lawrence said it does not have to be a Board member, it can be a township resident.
 - Jess had also heard of this conflicting opinion. He wanted to refresh everyone’s memory that when the Assessment Board was established - the Greenwood Twp. Board members who initially proposed the Assessment Board stated that it was required that two of the members had to be from the Greenwood Twp. Board.
 - Dave Lawrence was not told that by Carl Parks.
 - Since an emergency meeting could be called at any time, Jess thought the Board should move forward and appoint a new Board member at the current meeting.
 - Jess chooses not to be on the board since he has no interest in the Lake as a concerned party.
 - When asked, Rachel thought she was too busy as a new clerk and Jess concurred.
 - Jess, speaking for himself and also welcoming input from the Board, thought that Laura List did not have an interest in Lily Lake as a concerned party.

- Jess continued . . . Gail Garrity on the other hand, is a lake property owner, has been involved in the lake for several years, and has been involved in Lake management.
- Motion made by Jess McCloughry, seconded by Rachel Mackson, to appoint Gail Garrity to the Lake Assessment Board as a replacement for the outgoing Greenwood Twp. Board member, Linda Bailow.
- Dave Lawrence thought the motion should be tabled to clarify verbiage.
- Jess continued to read from the statute to confirm the verbiage.
- Rachel had looked into this in great detail in the past and based her opinion on what she had researched in the Riparian Magazine. With Dave Lawrence's own prior insistence that that the Greenwood Twp. Reps on the Assessment Board should be Township Board members, Rachel wonders why we are questioning this.
- Jess stated that it was very straight forward. We would be replacing an outgoing Board member with a current Board Member from the same governmental entity.
 - ✓ Motion carried
 - There was some question as to whether or not Gail needed to recuse herself
 - Jess McCloughry, Rachel Mackson, and Laura List – Yes
 - Dave Lawrence – no
 - Gail Garrity – recused
- Retro Hazard Pay for Election workers – Motion made by Dave Lawrence, seconded by Gail Garrity to pay our 6 election workers \$100 for Covid hazard pay.
 - Grants had been available and some townships used these funds for hazard pay for election workers.
 - Our election workers did a fine job and Greenwood Township would like to recognize them.
 - We did not get a grant, so this would come out of township funds.
 - Jess suggested \$75.
 - Dave Lawrence suggested \$100.
 - ✓ Motion carried – approved by all Board Members.
- Lock on Clerk's office door.
 - Jess brought up reimbursing Rachel for the new lock on her door, but Rachel said she had no problem paying for the lock at this point in time.
- Clare County regional MTA group
 - Prior to Covid, the county MTA chapter met bi-monthly. Linda and Barb were both officers of the group, so the group is looking for people to fill their spots. Jess asked for anyone interested in the positions to give him a call to discuss things further. Rachel volunteered.
- Rubbish adjustment requests
 - Dave Lawrence outlined the process and reasoning behind how rubbish assessments are handled.
 - The assessor adds the necessary assessments and then the Assessor and Dave go over the tax rolls.
 - He said we currently assess anything over a small shed unless you have a pole barn in a lot across the street from your house. In the past, we took in consideration whether or not a structure was livable. Many people come up and stay in small sheds or outbuildings to hunt etc., and these structures very often produce trash.
- Dale Price rubbish adjustment request
 - Previously, the Board had taken the assessment off his storage barn because it was deemed a non-trash producing structure.
 - Dale noticed this year that the assessment was back on.
 - Dave Lawrence brought up that the assessment has been on the building since at least 2016. He also mentioned that we have had several different assessors so there would be no way to know how or why the assessment might or might not have been put back on.
 - Dave also mentioned that with 900+ pickups, it would be impossible to monitor who actually puts trash out on any given trash day.
 - Dale still questioned why it was taken off.
 - Per Jess, we have had multiple assessors in the last several years.
 - Per Dave, a prior assessor had issues with putting assessments on and off which is why the contract had not been renewed.

- Dave could not answer why the assessment may or may not have been taken off but he advises that per our rules, the property should have a rubbish assessment.
- Dale will contact the assessor for further evaluation of whether or not the structures are considered livable.
- Treasurer's keys to hall
 - Set of Keys left in the hall are missing.
 - Rachel thinks she accidentally took them thinking they were Trustee keys returned by Barb Ferrett. She then gave them to Gail Garrity.
 - She will copy the keys and return them in Dave's drop box.
- Recycling dumpster
 - Dave Lawrence mentioned that twice, bags of garbage have been found behind the recycling dumpster. He is making the Board aware that we need to keep an eye on it.
 - Motion made by Dave Lawrence, seconded by Gail Garrity to pay \$360 for the invoice for the recycling dumpster from May to Dec. 2020.
 - ✓ *Motion carried – approved by all Board Members.*
- IT - Bryan Fliegel – Motion made Rachel Mackson, seconded by Jess to approve Bryan Fliegel as the frontline IT resource for Greenwood Township at a rate of \$20 per hour
 - ✓ *Motion carried – approved by all Board Members.*
- Employment contract questions
 - Rachel had questions about how Maintenance and other contractors have reported their time so they could be paid.
 - Jess and Dave discussed that generally, the board member that approves the work is the one to confirm the request for having the work done.
- Request by Township Resident for online payment options for taxes.
 - Dave Lawrence said that accepting online payments is an accounting nightmare for him.
 - Rachel mentioned that a recent widow who worked 6 days a week requested the ability to pay online as a convenience.
 - ~~Rachel~~ Dave will investigate further to see if it is feasible to make this option available.
- Isabella CD – Motion made by Dave Lawrence, seconded by Jess McClaughry to approve putting the Clerk, Rachel Mackson, on the Isabella CD once we are able to – also to remove the prior Clerk, Linda Bailow, if she is still listed on the CD.
 - ✓ *Motion carried – approved by all Board Members.*
- Outgoing Board Members – Motion – see motion below
 - Dave found it funny that looking through the paper, other townships recognized outgoing Board members for their service but Greenwood Twp. did nothing.
 - Jess said he made a strong effort at appreciation and Dave reiterated it, but Dave said it was still not put out to the community.
 - Appreciation was also extended at the November meeting.
 - Per Dave, there is a precedent for paying outgoing Board members for the entire month of November.
 - Motion – That we pay Linda Bailow and Barb Ferret the extra time that they weren't paid, made by Dave Lawrence, seconded by Laura List.
 - Rachel - Accountant said we can't.
 - Jess stated that we have already discussed this issue.
 - Jess asked Rachel to do a roll call vote.
 - Gail - Rachel said the accountant told her that you can't pay two people and based upon that information, and MTA recommending the same thing, I am voting no.
 - Dave Lawrence and Laura List – yes
 - Jess McClaughry, Rachel Mackson – no
 - X Motion did not carry
 - Rachel – Maybe we can address it another way since we aren't allowed. We could possibly pay a bonus?
 - Jess – Dave's case is based on precedence on how they did it in the past which is relevant to him.

- Treasurer's Stamps – Motion made by Dave Lawrence, seconded by Jess McClaughry to approve \$500 for stamps for the Treasurer since he will be running out of stamps before tax season is over.
 - ✓ Motion carried – approved by all Board Members.
- MTA Books – Dave Lawrence made a motion, seconded by Jess McClaughry to purchase updated books for all Board members so that we all the latest information available.
 - ✓ Motion carried – approved by all Board Members.
- Dave Lawrence asked that in future, Rachel include all Board Members when she is placing a Quill order, to which Rachel replied that she would be happy too. If Board Members would send her an email when they need supplies replenished, she can put together an order.
- Dave discussed that Linda is still a notary so wondered why Rachel authorized a bond and payment for a notary license for her Deputy.
 - Rachel pointed out that Linda is no longer a Township official and that if she, Rachel, were to be incapacitated for some reason, the Deputy Clerk should be a notary so she could step in, and Rachel also voiced that the cost for Julie to be a notary was not much.
 - Dave felt that the Board should have talked about this in advance.
- Sherriff Contract – Motion made by Dave Lawrence, seconded by Laura List to make the final payment of \$407.08 for the Sherriff's contract.
 - ✓ Motion carried – approved by all Board Members.

Payment of Bills

- Motion made by Dave Lawrence, seconded by Jess McClaughry, to approve payment of bills.
 - ✓ Motion carried – approved by all Board Members
- Jess McClaughry read off all checks issued since last the Dec. 2nd, 2020 meeting

Adjournment

- Motion made by Dave Lawrence, seconded by Jess McClaughry, to adjourn meeting
 - ✓ Motion carried – approved by all Board Members
- Meeting adjourned at 8:16PM

Rachel Mackson
Greenwood Township Clerk



GREENWOOD TOWNSHIP RESOLUTION

Guidelines for Real Property Exemption

Resolution #2021/01

WHEREAS, the adoption of procedures for granting and removing real property exemptions,

WHEREAS, pursuant to the General Property Tax Act 206 of 1893 (MCL 211.7o), the Greenwood Township of Clare County adopts the following guidelines for the Assessor and the Board of Review to implement. The Guidelines shall include Chapter 6: Property Tax Exemptions, Abatements and Tax Capture Authorities of the State Tax Commission Manual, Bulletin 7 of 2016 (Senior Citizen & Disabled Family Housing Exemption), Bulletin 26 of 2017 (Charitable Exemptions), the Michigan Strategic Fund Board designates Tool and Die Renaissance Recovery Zones pursuant to MCL 125.2688d & Nonferrous Metallic Minerals Extraction Severance Tax Act (Act 410 of 2012), as attached hereto, making them apart of the resolution,

WHEREAS, changes to these guidelines may be made by the Township of Greenwood, Clare County.

NOW, THEREFORE, BE IT HEREBY RESOLVED that, to be eligible for such real property exemptions, Greenwood Township will accept and evaluate applications for granting real property exemptions based on the taxpayers' proof that they have met the criteria established by the General Property Tax Act 206 of 1893 (MCL 211.7o), met the Michigan Tribunal four-part test below and have supplied the requested documentation on the application.

1. The real estate or personal property must be owned, occupied and used by the exemption claimant
2. The exemption claimant must meet the criteria established in one of the attached documents.
3. The claimant must be incorporated under the laws of the State of Michigan, or any other state within the United States.
4. The exemption exists only when the buildings and other property thereon are occupied by the claimant solely for the purpose for which it is incorporated.

The Township will audit all exempt parcels in 2021 for the 2022 tax year, and will audit once every five (5) years thereafter. Failure to complete the required application could jeopardize the continuation of the current granted exemption. This Resolution shall be presented at the Board Township Meeting of January 6, 2021 and, if approved by majority vote, effective immediately.

Motion to approve this Resolution made by: _____ seconded by: _____.

Upon roll call vote, the following results are:

“Ayes”: _____

“Nays”: _____

“Abstain”: _____ “Absent”: _____

Having a majority vote in favor, the Supervisor declared the Resolution adopted this 6th day of January, 2021

Rachel Mackson, Township Clerk