

**REGULAR OCTOBER 13, 2020 MEETING OF THE GREEN CHARTER TOWNSHIP BOARD WAS CALLED TO ORDER AT 7:00 P. M.**

**THE MEETING WAS ALSO CONDUCTED ELECTRONICALLY FOR THE PUBLIC TO VIEW.**

**THE SUPERVISOR LEAD THE BOARD IN THE PLEDGE OF ALLEGIANCE TO THE FLAG.**

**THE FOLLOWING BOARD MEMBERS WERE PRESENT, ROLL CALL.**

<b>JAMES CHAPMAN</b>	<b>SUPERVISOR</b>
<b>JANET CLARK</b>	<b>CLERK</b>
<b>DENISE MACFARLANE</b>	<b>TREASURER</b>
<b>NANCY STEPHAN</b>	<b>TRUSTEE – absent</b>
<b>GARY TODD</b>	<b>TRUSTEE</b>
<b>JAMES T. PEEK</b>	<b>TRUSTEE</b>
<b>KELLY CUSHWAY</b>	<b>TRUSTEE</b>

The supervisor asked for a moment of silence for Lt. Dick Spedowski, a lifelong member of the community who served as a Big Rapids fireman and first responder.

### **MINUTES**

The clerk presented the minutes of the 9-08-2020 regular board meeting.

**MOTION** was made by D. MacFarlane and supported by J. Peek to accept the minutes of the 9-08-2020 regular board meeting 6 yes, Peek, Clark, Chapman, MacFarlane, Todd, Cushway absent, Stephan

**MOTION CARRIED. 6 yes 1 absent**

### **TREASURERS REPORT**

The treasurer presented the treasurer's report:

10-9-2020 General fund balance \$463,443.31

10-8-2020 Sewer fund balance \$481,481.85

**MOTION** was made by J. Peek and supported by G. Todd to accept the treasurer's reports as presented in all funds. **MOTION CARRIED. 6 yes 1 absent**

### **SEWER REPORT**

Troy McDonald presented the sewer report

8-27-2020 - 10-01-2020 35 days

Reading 234,098,890, Total Flow 926,790, Average daily flow 26,480

KW -386, KW Y.T.D. 3629

Reported: No added repairs

### **ASSESSOR REPORT**

The supervisor reported Seth Lattimore, Green Charter Township Assessor, has just completed And passed his training for level 3 assessing.

### **ELECTION REPORT**

The clerk reported as of today's date there are 2,633 registered voters.

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10/11/20 48 new registered voters were received through the Qualified Voter File (QVF).  
845 absentee ballots have been sent out; 466 absentee ballots have been returned (56%)

### **PUBLIC COMMENTS**

**10-13-2020**

#### **BOY SCOUT TROOP 114 REQUEST FOR TOWNSHIP HALL FACILITY**

Lee Templin, Treasurer of Troup 114 was present and explained the facility the Scouts had been using is no longer available. He asked for permission to allow Troop 114 to use the township hall Monday evenings and the first Tuesday of each month for their committee meeting. There was a discussion. Offering the annual cost of \$600.00.

**MOTION** was made by J. Peek and supported by D. MacFarlane to allow Boy Scout Troop 114 use of the township hall Monday evenings and the first Tuesday of each month for their committee meeting. There was a discussion. Annual cost of \$600.00.

**MOTION CARRIED. 6 YES**, Peek, Clark, Chapman, MacFarlane, Todd, Cushway absent Stephan

### **OLD BUSINESS**

#### **LIABILITY INSURANCE REQUIREMENT REVIEW**

The supervisor reported he had contacted the township insurance company  
Asking if the township should require 1 million in liability insurance from contractors.  
The response was “the million dollars should be the “gold standard” to follow when possible but is understandable that it is not always possible or practical.”  
There was a discussion. The consensus of the board was to address the coverage on case by case basis.

#### **DESIGNATED ASSESSOR INTERLOCAL AGREEMENT**

The supervisor presented to the township board the:

##### **MECOSTA COUNTY INTERLOCAL AGREEMENT FOR COUNTY DESIGNATED ASSESSOR**

This Interlocal Agreement, by and between the COUNTY OF MECOSTA, a political subdivision of the State of Michigan (hereinafter referred to as the “County”), and AETNA TOWNSHIP, AUSTIN TOWNSHIP, BIG RAPIDS CHARTER TOWNSHIP, CHIPPEWA TOWNSHIP, CITY OF BIG RAPIDS, COLFAX TOWNSHIP, DEERFIELD TOWNSHIP, FORK TOWNSHIP, GRANT TOWNSHIP, GREEN CHARTER TOWNSHIP, HINTON TOWNSHIP, MARTINY TOWNSHIP, MECOSTA TOWNSHIP, MILLBROOK TOWNSHIP, MORTON TOWNSHIP, SHERIDAN TOWNSHIP and WHEATLAND TOWNSHIP, each political subdivision of the State of Michigan (each hereinafter referred to as an “Assessing District,” and collectively referred to as the “Assessing Districts”), is entered into pursuant to the Urban Cooperation Act of 1967, Public Act 7 of 1967 (Ex. Sess.), as amended, MCL 124.501 *et seq.*, and the General Property Tax Act, Public Act 206 of 1893, as amended by Public Act 660 of 2018, MCL 211.10g, for the purpose of designating an individual to serve as the County’s Designated Assessor.

WHEREAS, pursuant to MCL 211.10g(4), every County shall have a Designated Assessor on file with the State Tax Commission as of December 31, 2020; and

WHEREAS, the County Designated Assessor is designated by an Interlocal Agreement executed between the County Board of Commissioners and a majority of the Assessing Districts in the County; and

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WHEREAS, the individual designated as the County's Designated Assessor must be approved by the State Tax Commission.

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

**1. Designation of County Designated Assessor. The County and a majority of the Assessing Districts in the County designate \_\_\_\_\_,**

Cert Level/# \_\_\_\_\_, who is an individual qualified and certified

by the State Tax Commission as an Advanced Assessing Officer or Master Assessing Officer, to be the County Designated Assessor for MECOSTA County. The Designated Assessor is not an employee or paid contractor of the County, and shall have no responsibilities as Designated Assessor during the period in which he or she is not acting as an assessor of record for an

Assessing District within the County, other than to remain certified and in good standing. (See Appendix C Description of Position)

**2. Duties of County Designated Assessor. The County Designated Assessor shall contract with one or more Assessing Districts as necessary to serve as the Assessing District's Assessor of record, upon request of the Assessing District or as may be required by the State Tax Commission, as a consequence of the Assessing District receiving a notice of noncompliance from the State Tax Commission after an audit, under the terms and conditions set forth in MCL 211.10g.**

The County Designated Assessor shall be capable of ensuring that the contracting Assessing Districts achieve and maintain substantial compliance with the requirements in MCL 211.10g(1). The Assessing District shall provide the Designated Assessor with reasonable access to records, documents, and information. The Assessing District shall advise the Designated Assessor of any applicable policies and procedures, including technology, equipment, and facilities.

The services to be provided by the Designated Assessor to the contracting Assessing District include: preparation of assessment rolls, establishing a plan to correct deficiencies found in the State Tax Commission audit, timely delivery of documents and execution of forms, attendance at Board of Review meetings, handling property tax appeals filed with the Michigan Tax Tribunal (either directly or through legal counsel), timely reporting and meetings with local officials of the Assessing District, and responsibility for overseeing assessing staff members of the Assessing District.

The County Designated Assessor is a local assessing unit for purposes of the provisions in MCL 211.44 concerning the division and use of any collected property tax administration fees.

**3. Term of Designation. If approved by the State Tax Commission, the County Designated Assessor shall serve for a minimum of five (5) years from the date of the approved designation. The designation shall not be revoked, and no new designation shall be made earlier than five (5) years following the date of the approved designation, except as otherwise provided in Sec. 4.**

Once an Assessing District is under contract with the Designated Assessor, the Designated Assessor will remain in place for a minimum of five years. However, the Assessing District may petition the State Tax Commission to end the contract after the Designated Assessor has been in place for a minimum of three years, pursuant to section 10g(3)(h).

**4. Compensation. The County Designated Assessor may charge an Assessing District that is required to contract with the County Designated Assessor a reasonable rate of compensation (e.g.,**

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periodic payment on a per parcel basis) and reimbursement of costs. The Assessing District shall pay reasonable compensation to the Designated Assessor, and be responsible to pay the reasonable costs incurred by the County Designated Assessor in serving as the Assessing District's Assessor of record, including, but not limited to, the cost of overseeing and administering the annual assessment, preparing and defending the assessment roll, costs incurred in appeals to the Michigan Tax Tribunal (i.e., appraisal costs, expert witness fees and attorney fees), and operating the assessing office (including employment of additional staff necessary to bring the Assessing District into compliance). Compensation amounts shall be as follows:

Complete Reassessment of the District at \$75.00 / parcel

Maintenance of the Tax Roll at \$15.00 per parcel for the first year

\$15.50 per parcel for the 2<sup>nd</sup> year

\$16.00 per parcel for the 3<sup>rd</sup> year

\$16.50 per parcel for the 4<sup>th</sup> year

\$17.00 per parcel for the 5<sup>th</sup> year

The Assessing Districts shall each be responsible for an equal share of an annual retainer fee of \$1000.00 per annum to be paid to the Designated Assessor. The County shall collect each share and disperse the retainer fee to the Designated Assessor. The County is not responsible for paying a share of the retainer fee.

5. Place of Performance of Duties. The duties performed by the Designated Assessor shall be carried out at the principal office of the Designated Assessor. Office hours at an Assessing District's Township or City Hall will be negotiated at such a time an Assessing District chooses to or is ordered to have the Designated Assessor act as their assessor of record.

6. Revocation of Designation by State Tax Commission. The State Tax Commission may designate and approve, on an interim basis and pursuant to a formal agreement, an individual to serve as a County Designated Assessor and, if applicable, revoke the approved designation of a current County Designated Assessor under the following circumstances:

(i) if the County Designated Assessor dies or becomes incapacitated;

(ii) if the County Designated Assessor was designated and approved based on his or her employment status, and that status materially changes; or

(iii) if it determines at any time that the County Designated Assessor is not capable of ensuring that contracting Assessing Districts achieve and maintain substantial compliance with the requirements in MCL 211.10g(1).

The State Tax Commission's designation of an interim County Designated Assessor under this Section is effective only until a new County Designated Assessor has been designated in a new Interlocal Agreement under MCL 211.10g(4)(a), and approved by the State Tax Commission.

7. Petition to State Tax Commission. Upon the execution and filing of this Interlocal Agreement, the County shall petition the State Tax Commission to approve the individual named in Section 1 of this Interlocal Agreement to serve as the County Designated Assessor. The individual shall serve as the County Designated Assessor upon approval of the State Tax Commission. If the State Tax Commission rejects the County's petition, then the parties agree to enter into additional Interlocal Agreements under MCL 211.10g(4)(a) until a suitable Assessor has been presented.

8. Nondiscrimination. The Parties shall adhere to all Federal, State, and local laws, ordinances and regulations prohibiting discrimination in the performance of this Interlocal

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Agreement. The Parties shall not discriminate against a person to be served or an employee or applicant for employment because of race, color, religion, national origin, age, sex, disability that is unrelated to an individual's ability to perform the duties of a particular job or position, height, weight, or marital status. Breach of this section shall be regarded as a material breach of this Interlocal Agreement.

9. Payment in the event of death or disability of the Designated Assessor. In the event of the disability of the Designated Assessor all payments for only work completed shall be made to the Designated Assessor.

In the event of the death of the Designated Assessor all payments for only work completed shall be made to the estate of the Designated Assessor

10. Conflict of interest disclosures. In event that the designated assessor must be contracted by an Assessing District that the designated assessor was the assessor of record, the township will hire an assessor approved by the STC to fulfill duties of the Designated Assessor as required by the General Property Tax Act, Public Act 206 of 1893, as amended by Public Act 660 of 2018, MCL 211.10g.

11. Effective Date. This Interlocal Agreement shall become effective January 1, 2021

12. Certification. The persons signing this Agreement certify by their signatures that they are duly authorized to sign this Agreement on behalf of the Parties, and that this Agreement has been authorized by the Parties.

There was a discussion. All sixteen townships, the City of Big Rapids, and the Mecosta County Board of Commission must approve this Interlocal Agreement. Mecosta County Township Assoc. has already approved. A retainer for the hired assessor will be \$1,000 annually, billed to each township.

**MOTION** was made by J. Peek and supported by G. Todd to approve the **MECOSTA COUNTY INTERLOCAL AGREEMENT FOR COUNTY DESIGNATED ASSESSOR**

**MOTION CARRIED. 6 YES** Peek, Clark, Chapman, MacFarlane , Todd, Cushway, absent Stephan

Attachments are placed on file in the clerk's office and on the township website.

- **Appendix A: Current Parcels per Assessing District by Classification**
- **Appendix B: Current State Equalized Totals by Class (Including Special Acts)**
- Appendix C: Position Description County Designated Assessor for Mecosta County

### **SNOW REMOVAL BIDS**

2 qualified snow removal bids have been received.

1. Pro-Turf, snow plowing/shoveling walks/salt applications as needed - \$2,000.
2. M&M Lawn Care & Snow plowing, LLC, snow plowing/shoveling and including salting - \$4,800.

There was a lengthy discussion. The supervisor did check a reference.

**MOTION** was made by J. Peek and supported by D. MacFarlane to contract with M&M Lawn Care for this season's snow plowing service for \$4,800.

**MOTION CARRIED. 5 YES** Peek, Clark, Chapman, MacFarlane, Todd, -1 no Cushway, 1 absent - Stephan

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**STONE HATCHERY SWING SET INSTALLATION**

Requested by a trustee and presented a list of issues he thought should be addressed. There was a lengthy discussion.

Water spring in ground, shorter at 7 feet because legs are buried into the ground and secured with cement, if on top of the ground it would not be safe.

Factory chains have now been installed. New safety strap in the toddler seat has been replaced with factory replacement.

A resident who has worked for OSHA indicated all potential hazards have been addressed.

**NEW BUSINESS**

**CHARTER TOWNSHIP OF GREEN COUNTY OF MECOSTA STATE OF MICHIGAN RESOLUTION**

**WHEREAS**, the Charter Township of Green is in receipt of a list from the Green Township Treasurer (Exhibit A) totaling the delinquent sewer accounts; and

**WHEREAS**, the total of the attached list (Exhibit A) of delinquent sewer accounts to be transferred to the 2020 Tax Roll is \$8,234.89.

**NOW, THEREFORE, BE IT RESOLVED**, that the Charter Township of Green Board of Trustees authorizes the Mecosta County Equalization Department to spread the above delinquent sewer accounts on the 2020 Tax Roll.

**MOVED:** J. Peek      **SECONDED:** G. Todd

Ayes: 6

Nays: 0

Absent: 1

Adopted at a regular meeting of the Charter Township of Green Board of Trustees held on the 13<sup>th</sup> day of October 2020.

\_\_\_\_\_  
Janet Clark, Clerk  
Charter Township of Green

STATE OF MICHIGAN    )  
  )ss  
COUNTY OF MECOSTA )

I, Janet Clark, duly elected Clerk of the Charter Township of Green do hereby certify that the foregoing is a true copy of a Resolution adopted by the Charter Township of Green at a regular meeting of the Board of Trustees held of the 13<sup>th</sup> day of October, 2020.

\_\_\_\_\_  
Janet Clark, Clerk  
Charter Township of Green

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**PUBLIC COMMENTS – NONE**

**BUDGET AMENDMENTS**

**MOTION** was made by J. Peek and supported by D. MacFarlane to approve the following budget amendments. 6 yes Peek, Clark, Chapman, MacFarlane , Todd, Cushway, 1 absent Stephan

10/13/2020 BUDGET AMENDMENTS							
ACCOUNT	DESCRIPTION	ACTUAL	BUDGET	AMENDED AMOUNT	NEW BUDGET	AMENDED BALANCE	
<b>GENERAL FUND</b>							
#1	101-276-704	CEMETERY HOURLY	\$ 1,578.44	\$ 1,500.00	\$ 500.00	\$ 2,000.00	\$ 421.56
	from					\$ -	
	101-276-930	CEMETERY REPAIRS & MAINT.	\$ 76.50	\$ 3,250.00	\$ (500.00)	\$ 2,750.00	\$ 2,673.50
						\$ -	\$ -
#2	101-191-728	ELECTION POSTAGE	\$ 1,940.45	\$ 1,500.00	\$ 550.00	\$ 2,050.00	\$ 109.55
	from					\$ -	\$ -
	101-101-960	EDUCATION & TRAINING	\$ 45.00	\$ 4,500.00	\$ (550.00)	\$ 3,950.00	\$ 3,905.00

***FYI* information**

1. State Representative Michele Hoyenga contacted the supervisor of a complaint of an illegal renting of space at the township hall and she was required to forward the complaint to the attorney general. The supervisor responded that the issue had been reviewed two different times by the township attorney clarifying no problem found.
2. Republic has been contacted multiple times regarding the statements received which are not due since they were notified of the township cancellation of their service.
3. The Eagles Club has offered the Township use their facility December 3<sup>rd</sup> for a public meeting on road funding. Post card has been drafted and ready to be printed.
4. After the November board meeting the board members elected will be given the oath of office and a short goodbye and welcome event for the trustees.

**AUTHORIZE PAYMENT OF BILLS**

**MOTION** was made by G. Todd supported by J. Peek to approve payment of the following bills:

**GENERAL FUND**

9/09/2020- 10/13/2020 ck # 14566- #14612 - \$71,571.39

**SEWER FUND**

9/10/2020– 10/13/2020 CK # 3966- #3974 - \$2,590.24

**MOTION CARRIED.** 6 YES - Peek, Clark, Chapman, MacFarlane, Todd, 1 ABSENT-Stephan

Janet Clark, Township Clerk 10/13/2020 – 8:00 P.M. meeting adjourned