



GALIEN TOWNSHIP

305 Kiley Drive, P.O. Box 246, Galien, MI 49113
269-545-8143 - www.galientownship.org

Galien Township Board Regular Meeting February 19, 2020, 7:00pm @ Galien Township Office Agenda

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Visitor's Comments (limited to 3 minutes per person)
5. Approval of Consent Agenda (Agenda, Minutes, Treasurer's Report)
6. Approval of Bills
7. Reports
 - a. Police
 - b. Code Enforcement/Zoning Officer
 - c. Fire
 - d. Roads- Matching Funds, Millage
 - e. Drains
 - f. Cemetery-Accident Update, Lot Buy Back-Byam
 - g. Clerk-Election
 - h. Treasurer-CD's, Honor Credit Union, Settlement/Drain Bill
8. Unfinished Business
 - a. Kitchen
9. New Business
 - a. Board of Review Resolutions
 - b. Poverty Exemption Income Guidelines Resolution 20-01
 - c. Set Budget Meetings and Public Hearing
10. Visitor's Comments (limited to 3 minutes per person)
11. Our next regular meeting is March 18, 2020
12. Adjournment

The above agenda is tentative until approved by the Board at the meeting. The Board may amend the agenda to include any other business that may be properly brought before the Board.

TREASURERS REPORT
GALIEN TOWNSHIP
February 19th, 2020

GENERAL FUND BALANCE	\$46,222.50	Includes January Interest
CEMETERY FUND BALANCE	\$5,149.10	Includes January Interest
FIRE FUND BALANCE	\$38,593.69	Includes January Interest
SAFETY FUND	\$26,848.90	Includes January Interest
ROAD FUND BALANCE	\$28,803.82	Includes January Interest
TAX ACCOUNT BALANCE	\$163,293.28	Includes January Interest
GT PLANNING COMMISSION FUND	\$6,496.21	Includes January Interest
ZONING/PERMIT FEE FUND	\$6,626.44	Includes January Interest
FIRE DEPT. FUND	\$1,423.06	Includes January Interest
G.T. ESCROW FUND	\$10,503.58	Includes January Interest

GENERAL FUND CD'S

Horizon Bank	\$39,027.82	03/05/20 Interest Rate	2.05%*
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CEMETERY FUND CD'S

Chemical Bank	\$21,179.89	04/27/21 Interest Rate	2.50%
Chemical Bank	\$23,891.61	09/20/21 Interest Rate	1.84%
1 st Source Bank	\$13,769.75	09/11/20 Interest Rate	2.75%
1 st Source Bank	\$22,693.94	10/18/22 Interest Rate	1.85%
1 st Source Bank	\$15,331.47	07/29/20 Interest Rate	2.75%

ROAD FUND CD'S

FIRE FUND CD'S

Chemical Bank	\$38,636.51	03/30/20 Interest Rate	2.4%
Chemical Bank	\$20,000.00	03/30/20 Interest Rate	2.4%
Horizon Bank	\$14,595.36	03/06/20 Interest Rate	2.05%*
Chemical Bank	\$50,000.00	08/02/20 Interest Rate	2.25%

SAFETY FUND CD

Horizon Bank	\$24,883.40	03/06/20 Interest Rate	2.05%*
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7:21 PM

02/17/20

Galien Township General Fund
Deposit Detail
 January 16 through February 19, 2020

Type	Num	Date	Name	Account	Amount
Deposit		01/21/2020		General Fund	350.00
			Chickaming Open L...	000-607 · Land Div	-175.00
			Anna Geminder	000-607 · Land Div	-175.00
TOTAL					-350.00
Deposit		01/21/2020		General Fund	700.00
			Gleaner Life Ins. So...	000-677 · Miscellan...	-700.00
TOTAL					-700.00
Deposit		01/27/2020		General Fund	2,781.72
			Galien Twp. Tax Ac...	000-402 · Property ...	-2,300.01
			Galien Township Ta...	000-447 · Admin Fe...	-481.71
TOTAL					-2,781.72
Deposit		01/27/2020		General Fund	755.00
			Travelers	000-676 · Insurance	-755.00
TOTAL					-755.00
Deposit		01/31/2020		General Fund	3.54
				000-664 · Interest I...	-3.54
TOTAL					-3.54
Deposit		02/05/2020		General Fund	5,429.55
			Galien Township Ta...	000-447 · Admin Fe...	-829.30
			Galien Township Ta...	000-402 · Property ...	-4,600.25
TOTAL					-5,429.55

7:21 PM

02/17/20

Galien Township General Fund
Deposit Detail
January 16 through February 19, 2020

Type	Num	Date	Name	Account	Amount
General Journal	R	02/08/2020	Galien Township T...	General Fund	24.38
				445-836 · Drains As...	-24.38
TOTAL					-24.38
Deposit		02/18/2020		General Fund	750.00
			Hoven Funeral Home	000-209 · Cemetery	-750.00
TOTAL					-750.00

7:36 PM

02/17/20

Galien Township Fire Department Fund
Deposit Detail
January 16 through February 19, 2020

Type	Num	Date	Name	Account	Amount
Deposit		01/27/2020		Checking-Chemical	3,297.26
			Galien Twp. Tax Fund	000-403 · Property ...	-3,297.26
TOTAL					-3,297.26
Deposit		01/31/2020		Checking-Chemical	2.47
				000-664 · Interest I...	-2.47
TOTAL					-2.47

7:40 PM

02/17/20

Galien Township Safety Fund
Deposit Detail
January 16 through February 19, 2020

Type	Num	Date	Name	Account	Amount
Deposit		01/27/2020		Chemical Checking	1,626.32
			Galien Township Ta...	000-402 · Current T...	-1,626.32
TOTAL					-1,626.32
Deposit		01/31/2020		Chemical Checking	0.88
				Interest Income	-0.88
TOTAL					-0.88
Deposit		02/05/2020		Chemical Checking	3,252.82
			Galien Township Ta...	000-402 · Current T...	-3,252.82
TOTAL					-3,252.82

7:18 PM

02/17/20

Galien Township Permit Fund
Deposit Detail
 January 16 through February 19, 2020

Type	Num	Date	Name	Account	Amount
Deposit		01/31/2020		Permit Fund	0.56
				Interest	-0.56
TOTAL					-0.56
Deposit		02/18/2020		Permit Fund	4,022.00
			Corey Graff/Kayla S...	Buildng Permit Fees	-118.00
			Daniel Khailo	Buildng Permit Fees	-63.00
			Galien Real Estate L...	Buildng Permit Fees	-2,426.00
			Galien Real Estate L...	Buildng Permit Fees	-685.00
			Daniel Khailo	Buildng Permit Fees	-338.00
			Jared Greulich	Buildng Permit Fees	-206.00
			Corey Graff/Kayla S...	Buildng Permit Fees	-186.00
TOTAL					-4,022.00

7:39 PM

02/17/20

Galien Township Road Fund
Deposit Detail
January 16 through February 19, 2020

Type	Num	Date	Name	Account	Amount
Deposit		01/27/2020		Chemical Road Fu...	3,253.66
			Galien Twp. Tax Fund	000-402 - Current T...	-3,253.66
TOTAL					-3,253.66
Deposit		01/31/2020		Chemical Road Fu...	1.43
				000-664 - Interest I...	-1.43
TOTAL					-1.43
Deposit		02/05/2020		Chemical Road Fu...	6,507.63
			Galien Twp. Tax Fund	000-402 - Current T...	-6,507.63
TOTAL					-6,507.63

6:37 PM
02/19/20
Accrual Basis

Galien Township General Fund
Custom Transaction Detail Report
January 16 through February 29, 2020

Type	Date	Num	Name	Memo	Account	Split	Amount
Jan 16 - Feb 29, 20							
Check	01/18/2020	17816	Bruce Williams	Municipal Partial Surrender	General Fund	000-230 - Retirement Liabilities	-500.25
Check	01/18/2020	17817	Office Depot	Kendra Desk	General Fund	101-727 - Office Supplies	-267.49
Check	01/25/2020	17818	Kendra K Truhn	New Phone	General Fund	101-727 - Office Supplies	-74.89
Check	02/08/2020	17819	Galien Township Treasurer	VOID: 37-2000-0002-00-2 Winter Tax 2019 GJE, RC	General Fund	445-836 - Drains Assessment	0.00
Check	02/08/2020	17820	AT&T Uverse	132259177	General Fund	265-920 - Utilities/Telephone	-20.55
Check	02/08/2020	17821	Jennifer Richter	Election Postage	General Fund	262-960 - Election - Postage	-33.62
General Journal	02/08/2020		Galien Township Treasurer	For CHK 17819 voided on 02/08/2020	General Fund	445-836 - Drains Assessment	-24.38
Check	02/08/2020	17822	Galien Township Treasurer	37-2000-0002-00-2 Winter Tax 2019	General Fund	445-836 - Drains Assessment	-12.19
Check	02/17/2020	17829	SBF Enterprises	Assessment Change Notices	General Fund	101-960 - Postage and Delivery	-389.12
Check	02/17/2020	17830	Jack Richter	Sexton Wage, Interment and Trash Removal	General Fund	-SPLIT-	-800.00
Check	02/19/2020	17823	Semco Energy	0354966.500	General Fund	265-920 - Utilities/Telephone	-25.48
Check	02/19/2020	17824	Indiana Michigan Power	UTILITIES	General Fund	265-920 - Utilities/Telephone	-21.54
Check	02/19/2020	17825	Indiana Michigan Power	UTILITIES	General Fund	265-920 - Utilities/Telephone	-45.73
Check	02/19/2020	17826	AT&T	269 545-8143 263 3	General Fund	265-920 - Utilities/Telephone	-159.76
Check	02/19/2020	17827	LakeShore Recycling & Disposal	INV#97836 Mar Y	General Fund	265-930 - Repairs and Maintenance	-87.00
Check	02/19/2020	17828	Jim Trapp	Reimbursement	General Fund	265-930 - Repairs and Maintenance	-35.43
Check	02/19/2020	17831	EMC Insurance Co	Account: 4X40112/INV. E-05410263 Semi Annual P	General Fund	-SPLIT-	-1,461.89
Paycheck	02/19/2020	17832	Shalice Northrop		General Fund	-SPLIT-	-608.45
Check	02/19/2020	17840	Law office of Sara A. Senica, PLLC	Account 1263-00	General Fund	101-803 - Legal	-280.00
Paycheck	02/29/2020	17834	Gerald Mast		General Fund	-SPLIT-	-43.11
Paycheck	02/29/2020	17835	Jennifer Richter		General Fund	-SPLIT-	-1,026.92
Paycheck	02/29/2020	17836	Kathryn Williams		General Fund	-SPLIT-	-43.11
Paycheck	02/29/2020	17837	Kendra K Truhn		General Fund	-SPLIT-	-862.31
Paycheck	02/29/2020	17838	Matthew J Kinne		General Fund	-SPLIT-	-129.34
Paycheck	02/29/2020	17839	Sheila Koudelka		General Fund	-SPLIT-	-86.23
Paycheck	02/29/2020	17833	Bruce Williams		General Fund	-SPLIT-	-803.62
							<u>-7,642.41</u>

Jan 16 - Feb 29, 20

**Galien Township Fire Department Fund
Custom Transaction Detail Report
February 1 - 19, 2020**

Type	Date	Num	Name	Memo	Account	Split	Amount	Balance
Feb 1 - 19, 20								
Check	02/08/2020	3305	AT&T U-VERSE	132259177	Checking-Chemical	336-916 · Utiliti...	-20.55	-20.55
Check	02/08/2020	3306	Galien Township Tre...	37-2000-0002...	Checking-Chemical	336-938 · Prop...	-12.19	-32.74
Check	02/19/2020	3307	SEMO	0354966.500	Checking-Chemical	336-916 · Utiliti...	-101.88	-134.62
Check	02/19/2020	3308	Indiana Michigan Po...	044-582-624-...	Checking-Chemical	336-916 · Utiliti...	-182.88	-317.50
Check	02/19/2020	3309	AT&T (F)	269 545-8143...	Checking-Chemical	336-916 · Utiliti...	-159.75	-477.25
Check	02/19/2020	3310	Lakeshore Recyclin...	INV#97836 M...	Checking-Chemical	336-916 · Utiliti...	-87.00	-564.25
Check	02/19/2020	3311	James M Trapp	Reimbursement	Checking-Chemical	336-975 · Build...	-35.44	-599.69
Check	02/19/2020	3312	Baroda Fire Depart...	Training	Checking-Chemical	336-910 · Train...	-50.00	-649.69
Check	02/19/2020	3313	Michigan State Fire...	2020 Member...	Checking-Chemical	336-791 · Due...	-75.00	-724.69
Check	02/19/2020	3314	James M Trapp	Reimbursement	Checking-Chemical	336-932 · Rep...	-193.29	-917.98
Check	02/19/2020	3315	EMC Insurance Co.	Account: 4X4...	Checking-Chemical	-SPLIT-	-3,483.12	-4,401.10
Feb 1 - 19, 20							-4,401.10	-4,401.10

7:18 PM

02/17/20

Accrual Basis

Galien Township Permit Fund
Custom Transaction Detail Report
February 1 - 19, 2020

Type	Date	Num	Name	Memo	Account	Split	Amount	Balance
Feb 1 - 19, 20								
Check	02/19/2020	1066	Ed Carpenter	Building Perm...	Permit Fund	-SPLIT-	-2,227.10	-2,227.10
Check	02/19/2020	1067	Charles Bassinger	Electric Permi...	Permit Fund	Electrical Permit	-1,132.00	-3,359.10
Check	02/19/2020	1068	Andy Dickey		Permit Fund	Zoning/Code E...	-60.00	-3,419.10
Feb 1 - 19, 20							<u>-3,419.10</u>	<u>-3,419.10</u>

jerry.galientwp@gmail.com

From: Kari Bennett <kbennett@bcroad.org>
Sent: Tuesday, January 28, 2020 1:33 PM
To: jerry.galientwp@gmail.com
Cc: Jason Latham; Kevin Stack
Subject: RE: Galien 2020 Matching Funds

Jerry,

Thanks for letting me know of Galien's intent to utilize their matching funds.

Kari

Kari Taylor Bennett, CPA
Road Business & Finance Manager
Berrien County Road Department
P. 269-925-1196 ext. 4411
F. 269-925-8098
kbennett@bcroad.org
www.bcroad.org

From: jerry.galientwp@gmail.com <jerry.galientwp@gmail.com>
Sent: Sunday, January 26, 2020 5:09 PM
To: 'Kari Bennett' <kbennett@bcroad.org>
Cc: 'Jason Latham' <jlatham@bcroad.org>; 'Kevin Stack' <kstack@bcroad.org>
Subject: Galien 2020 Matching Funds

Hi Kari –

Our Twp Board discussed at the January meeting, the idea of sealcoating the following roads that were reconstructed in 2015 & 2016:

Rickerman – U.S. 12 to Buffalo – 1 mile
Pardee – Olive Branch to Buffalo – 1 mile
Buffalo – Cleveland to Nye – 1.25 miles

We would like to use our matching funds for sealcoating these roads, pending cost estimates for these roads.

Please let me know if you need anything further from me.

Thanks,

Jerry Mast
269-470-9903
Galien Township Trustee
www.galientownship.org

Edward Carpenter
1721 Buffalo Rd
Galien, MI 49113

Galien Township
Galien, MI 49113

January 10, 2020 thru February 14, 2020
Total number of permits -- 4 building 4 electrical

Permit # 0320
Issued to -- Corey Graff
18952 Pardee Rd

Property # 11-09-0017-0003-01-9
For -- finish 2nd floor
Cost -- \$16,000.00
Fee -- \$118.00

Permit # 0420
Issued to -- Daniel Khailo
19699 Nye Rd
Property # 11-09-0026-0012-05-9
For -- finish interior of pole building
Cost -- \$5,500.00
Fee -- \$63.00

Permit # upgrade 1819

Issued to – Galien Real Estate

460 W. Southeastern St.

Property # 11-09-0003-0008-00-0

For – grow lights

Cost -- \$35,310.00

Fee -- \$315.00

Permit # upgrade 2519

Issued to – Galien Real Estate

406 W. Southeastern St.

Property # 11-09-0003-0008-00-0

For – electric contract

Cost -- \$397,540.00

Fee -- \$2,111.00

Permit # 0320-E

Issued to – Galien Real Estate

406 W, Southeastern St.

Property # 11-09-0003-0008-00-2

For – 2 services, 3 additional, 3 final inspections

Fee -- \$685.00

Permit # 0420-E

Issued to – Daniel Khailo

19699 Nye Rd

Property # 11-09-0021-0012-05-9

For – service and circuits

Fee -- \$338.00

Permit # 0520-E

Issued to – Jared Greulich

17014 Cleveland Ave

Property # 11-20-0003-0001-04-0

For – addition

Fee -- \$206.00

Permit # 0620-E

Issued to – Corey Graff

18952 Pardee Rd

Property # 11-09-0017-0003-01-9

For – finish 2nd floor

Fee -- \$186.00

Permit total --	\$4,022.00
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Total due Ed --	\$2,227.10
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Total due Bassinger --	\$1,132.00
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From: jerry.galientwp@gmail.com <jerry.galientwp@gmail.com>
Sent: Thursday, January 9, 2020 7:41 AM
To: 'Kevin Stack' <kstack@bcroad.org>; 'Jason Latham' <jlatham@bcroad.org>
Subject: December Meeting Followup

Hi Kevin & Jason –

Based upon the meeting in December, it seems like we were on track to do three miles of sealcoat this summer. Have you had a chance to put that into your schedule?

Our Road Committee meeting is next week on Tuesday, along with our Twp Board meeting on Wednesday. I'd like us to get consensus amongst those two groups next week so that we can move forward if everyone is agreeable.

Additionally, is it possible for you to run a pdf of the PASER map that you gave us at the meeting? I think that will be easier to run on letter size pages for distribution.

Additionally, if either of you would like to come to the Road Committee meeting next Tuesday, it is a 7:00. I am interested in knowing more about the "scratch & seal" method that was mentioned at the meeting (at some point this year).

Thanks,

Jerry Mast
269-470-9903
Galien Township Trustee
www.galientownship.org



HONOR

CREDIT UNION

8385 Edgewood Road
Berrien Springs, MI 49103
P. 800.442.2800 | F. 269.983.3445
www.HonorCU.com

January 31, 2020

Galien Township
Attention: Kendra Truhn
305 Kiley Dr.
Galien, MI 49113

Dear Kendra,

Honor Credit Union would love to partner with Galien Township to provide solutions for the township's financial success. Below are some options we can offer to maximize your earnings:

Checking (rate valid until July 31, 2020¹)
\$0 to \$5,000,000 - APR .995%, APY 1.00%

Share Certificates²

Term	Rate	
	APR	APY
6 months	1.54%	1.55%
12 months	1.64%	1.65%
18 months	1.74%	1.75%
24 months	1.83%	1.85%

If a minimum of one checking account is opened up combined with at least one CD, we can offer the following rates on the share certificates:

Term	Rate	
	APR	APY
6 months	1.64%	1.65%
12 months	1.74%	1.75%
18 months	1.83%	1.85%
24 months	1.93%	1.95%

I would be happy to discuss other rates and terms based on what your needs are as well as our very own Money Market. I am very excited to work with Galien Township. If you should have any questions, please contact me at 269.325.1005 cell or kbehrle@honorcu.com. This offer letter is valid until Thursday, February 20, 2020.

Karol Ann Behrle

Community Assistant Vice President
800.442.2800 ext. 3109

¹APY = Annual Percentage Yield. Checking rate is variable and subject to change following initial promotional period guaranteed until July 31, 2020. Your interest rate and APY following this promotional period will be based on the balance in your account. Fees can reduce earnings. Insured By NCUA.

²APY = Annual Percentage Yield. Minimum balance of \$50 required. Early withdrawal penalty may apply. Certificate specials will renew at standard monthly term rate upon maturity. Limited time offer. Insured By NCUA.

Come Be Part of It!

Galien Township

Resolution to Set an Alternate Date for the July Board of Review 2020

WHEREAS, Section 53b of the General Property Tax Act, MCL 211.53b, requires a Board of Review that meets in July to meet on Tuesday following the third Monday in December; and

WHEREAS, assessors who work for multiple townships are not always able to attend the Board of Review meeting for each township when they meet on the same day; and

WHEREAS, Public Act 122 of 2008, effective February 19, 2020, allows an alternate July Board of Review meeting date during the week of the third Monday in July; and

WHEREAS, it will benefit the residents of Galien Township to have the assessor available to assist the Board of Review and taxpayers in processing tax appeals and poverty exemptions;

NOW, THEREFORE, BE IT RESOLVED that Thursday of the week of the third Monday of July has been selected as the meeting date of the 2020 July Board of Review by the Galien Township Board on February 19, 2020.

The foregoing resolution offered by Board Member _____

Second offered by Board Member _____

Upon roll call vote the following voted "Yes":

"No": _____

The Supervisor declared the resolution adopted.

Jennifer Richter, Township Clerk

Date: _____

Galien Township

Resolution to Set an Alternate Date for the December Board of Review 2020

WHEREAS, Section 53b of the General Property Tax Act, MCL 211.53b, requires a Board of Review that meets in December to meet on Tuesday following the second Monday in December; and

WHEREAS, assessors who work for multiple townships are not always able to attend the Board of Review meeting for each township when they meet on the same day; and

WHEREAS, Public Act 122 of 2008, effective February 19, 2020, allows an alternate December Board of Review meeting date during the week of the second Monday in December; and

WHEREAS, it will benefit the residents of Galien Township to have the assessor available to assist the Board of Review and taxpayers in processing tax appeals and poverty exemptions;

NOW, THEREFORE, BE IT RESOLVED that any day of the week of the second Monday of December has been selected as the meeting date of the 2020 December Board of Review by the Galien Township Board on February 19, 2020.

The foregoing resolution offered by Board Member _____

Second offered by Board Member _____

Upon roll call vote the following voted "Yes":

"No": _____

The Supervisor declared the resolution adopted.

Jennifer Richter, Township Clerk

Date: _____

Galien Township Resolution
Poverty Exemption Income Guidelines and Asset Level Test
Resolution # _____

WHEREAS, the adoption of guidelines for poverty exemptions is required of Galien Township Board; and

WHEREAS, the principal residence of persons, who the Supervisor/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, Galien Township, Berrien 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 supervisor/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.
- 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 December Board of Review. The filing of this claim constitutes an appearance before the Board of Review for purposes of preserving the right of appeal to the Michigan Tax Tribunal.

The following are the 2020 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.

STC Bulletin No. 14 of 2019
Changes for 2020
October 14, 2019

Size of Family Unit	Poverty Guidelines
1	\$12,490
2	\$16,910
3	\$21,330
4	\$25,750
5	\$30,170
6	\$34,590
7	\$39,010
8	\$43,430
For each additional person	\$4,420

An Asset test will also be considered. The guidelines are as follows:

Cash assets to the total household may not exceed an amount of \$2,000.00.

A second property with a value no higher than \$50,000 true cash value.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the supervisor/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.

The foregoing resolution offered by Township Board Member _____ and supported by Township Board Member _____.

Upon roll call vote, the following voted:

"Aye": _____

"Nay": _____

The Township Clerk declared the resolution _____.

Jennifer Richter, Clerk

Date

**GALIEN TOWNSHIP
POVERTY EXEMPTION APPLICATION**

I, _____, Petitioner, being the owner and residing at the property that is listed below as my principal residence, apply for property tax relief under MCL 211.7u of the General Property Tax Act, Public Act 206 of 1893. The principal residence of persons who, by reason of poverty are unable to contribute toward the public charges is eligible for exemption in whole or in part from taxation per MCL 211.7u(1).

In order to be considered complete, this application must: 1) be completed in its entirety, 2) include information regarding all members residing within the household, and 3) include all required documentation as listed within the application. Please write legibly and attach additional pages as necessary.

PERSONAL INFORMATION: Petitioner must list all required personal information.

Property Address of Principal Residence:	Daytime Phone Number:	
Age of Petitioner:	Marital Status:	Age of Spouse:
Number of Legal Dependents:	Age of Dependents:	
Applied for Homestead Property Tax Credit (yes or no):	Amount of Homestead Property Tax Credit:	

REAL ESTATE INFORMATION: List the real estate information related to your principal residence. Be prepared to provide a deed, land contract or other evidence of ownership of the property at the Board of Review meeting.

Property Parcel Code Number:	Name of Mortgage Company:	
Unpaid Balance Owed on Principal Residence:	Monthly Payment:	Length of Time at This Residence:
Property Description:		

ADDITIONAL PROPERTY INFORMATION: List information related to any other property you, or any member residing in the household owns.

Do you own, or are buying, other property (yes or no)? If yes, complete the information below.		Amount of Income Earned from Other Property:	
Property Address	Name of Owner(s)	Assessed Value	Amount & Date of Last Taxes Paid
		\$	
		\$	

EMPLOYMENT INFORMATION: List your current employment information.

Name of Employer:	Name of Contact Person:
Address of Employer:	Employer Phone Number:

List all income sources, including but not limited to: salaries, Social Security, rents, pensions, IRA's (individual retirement accounts), unemployment compensation, disability, government pensions, worker's compensation, dividends, claims and judgments from lawsuits, alimony, child support, friend or family contribution, reverse mortgage, or any other source of income, for all persons residing at the property.

Source of Income	Monthly or Annual Income (indicate which)

CHECKING, SAVINGS AND INVESTMENT INFORMATION: List any and all savings owned by all household members, including but not limited to: checking accounts, savings accounts, postal savings, credit union shares, certificates of deposit, cash, stocks, bonds, or similar investments, for all persons residing at the property.

Name of Financial Institution or Investments	Amount on Deposit	Current Interest Rate	Name on Account	Value of Investment

LIFE INSURANCE: List all policies held by all household members.

Name of Insured	Amount of Policy	Monthly Payment	Policy Paid in Full	Name of Beneficiary	Relationship to Insured

MOTOR VEHICLE INFORMATION: All motor vehicles (including motorcycles, motor homes, camper trailers, etc.) held or owned by any person residing within the household must be listed.

Make	Year	Monthly Payment	Balance Owed

LIST ALL PERSONS LIVING IN HOUSEHOLD: All persons residing in the residence must be listed.

First & Last Name	Age	Relationship to Applicant	Place of Employment	Amount of Monetary Contribution to Family Income

PERSONAL DEBT: All personal debt for all household members must be listed.

Creditor	Purpose of Debt	Date of Debt	Original Balance	Monthly Payment	Balance Owed

MONTHLY EXPENSE INFORMATION: The amount of monthly expenses related to the principal residence for each category must be listed. Indicate N/A as necessary.

Heating:	Electric:	Water:
Phone:	Cable:	Food:
Clothing:	Health Insurance:	Garbage:
Daycare:	Car Expense (gas, repair, etc):	Other (list type):
Other (list type):	Other (list type):	Other (list type):
Other (list type):	Other (list type):	Other (list type):
Other (list type):	Other (list type):	Other (list type):

Notice: Any willful misstatements or misrepresentations made on this form may constitute perjury, which, under the law, is a felony punishable by fine or imprisonment.

Notice: Per MCL 211.7u(2b), a copy of all household members federal income tax returns, state income tax returns (MI-1040) and Homestead Property Tax Credit claims (MI-1040CR 1, 2, 3 or 4) must be attached as proof of income or a signed Form 4988, Poverty Exemption Affidavit. Documentation for all income sources including, but not limited to, credits, claims, Social Security income, child support, alimony income, and all other income sources must be provided at time of application.

Petitioners: Do not sign this application until witnessed by the Supervisor/Assessor, Board of Review Member or Notary Public. (Must be signed by either the Assessor, Board of Review Member or Notary Public)

STATE OF MICHIGAN COUNTY OF _____

I, the undersigned Petitioner, hereby declare that the foregoing information is complete and true and that neither I, nor any household member residing within the principal residency, have money, income or property other than mentioned herein.

Petitioner Signature _____ Date _____

Subscribed and sworn this _____ day of _____, 20____

Assessor Signature: _____ Printed Name: _____
BOR Member Signature: _____ Printed Name: _____
Notary Signature: _____ Printed Name: _____
My Commission Expires: _____

This application shall be filed after January 1, but before the day prior to the last day of the December Board of Review to the address below.

Board of Review
c/o Assessor
Galien Township
51951 M 40
Marcellus, Michigan 49067

DECISIONS OF THE MARCH BOARD OF REVIEW MAY BE APPEALED BY PETITION TO THE MICHIGAN TAX TRIBUNAL BY JULY 31 OF THE CURRENT YEAR. JULY OR DECEMBER BOARD OF REVIEW DENIALS MAY BE APPEALED TO MICHIGAN TAX TRIBUNAL BY PETITION WITHIN 35 DAYS OF THE DENIAL. A COPY OF THE BOARD OF REVIEW DECISION MUST BE INCLUDED WITH THE PETITION.

Michigan Tax Tribunal
PO Box 30232
Lansing, MI 48909
Phone: 517-373-4400
E-mail: taxtrib@michigan.gov