

## HOMER TOWNSHIP BOARD MINUTES

01/15/2014

Members present: Lee, Johnson, Turk, Varner, Norton, Pruiett, Stern

Members absent: None

Supervisor Varner opened the meeting at 7:00 P.M.

The December minutes were approved.

The agenda was approved with 2 additional items.

Public comments: none

The supervisor, clerk and treasurers reports were read and received.

Clerk and Treasurer reconciled accounts thru the month of December.

Pruiett moved, second by Norton to pay all current bills Motion carried. 7 yeas 0 no.

Norton moved, second by Turk to approve Scott Kiernicki as anew volunteer fireman. Motion carried. 7 yeas. 0 no.

Lee moved, second by Stern to approve Board of Review training in Mt. Pleasant, February 27, 2014, and Frankenmuth, February 5, 2014, and pay mileage and expenses. Motion carried. 7 yeas. 0 no

Lee moved, second by Varner to purchase a pallet of charcoal for up to \$440.00. Motion carried. 7 yeas. 0 no.

Varner moved, second by Norton to approve the 2014 Federal Poverty Guidelines as presented. Motion carried. 7 yeas. 0 no.

Johnson moved, second by Pruiett to approve the 2014 Homer Township Additional Guidelines for Poverty Exemption as presented. Motion carried. 7 yeas. 0 no.

Varner moved, second by Pruiett to approve a Board of Review assistant for \$12.00 per hour. Motion carried. 7 yeas. 0 no.

Turk moved, second by Norton to approve a transfer of funds from the General Fund to the Building Fund of \$2000.00. Motion carried. 7 yeas. 0 no.

Norton moved, second by Pruiett to approve the Homer Township Petty Cash Policy as presented. Motion carried. 7 yeas. 0 no.

Public comment: none

Meeting adjourned at 7:44 p.m.

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Russ Varner, Supervisor

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Todd Lee, Clerk



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#### ADDITIONAL GUIDELINES FOR HOMER TOWNSHIP POVERTY EXEMPTION OF PROPERTY TAXES

1. Ownership of not more than 1 car per licensed driver living in household.
2. Ownership of not more than 5 (five) acres, unless additional land is being farmed.
3. No more than \$5,000.00 in additional property.
4. Percentage of exemption to be determined by the Board of Review.
5. Household income is determined by the addition of any income of each person living in the household, including government program payments.

Size of Family Unit	Poverty Guidelines
1	\$ 11,490
2	\$ 15,510
3	\$ 19,530
4	\$ 23,550
5	\$ 27,570
6	\$ 31,590
7	\$ 35,610
8	\$ 39,630
For each additional person	\$4,020

**Note:** PA 390 of 1994 states that the poverty exemption guidelines established by the governing body of the local assessing unit shall also include an asset level test. An asset test means the amount of cash, fixed assets or other property that could be used, or converted to cash for use in the payment of property taxes. The asset test should calculate a maximum amount permitted and all other assets above that amount should be considered as available. Please see STC Bulletin 5 of 2012 for more information on poverty exemptions.

**Note:** P.A. 135 of 2012 changed the requirements for filing documentation in support of a poverty exemption to allow an affidavit (Treasury Form 4988) to be filed for all persons residing in the residence who were not required to file federal or state income tax returns in the current year or in the immediately preceding year. This does include the owner of the property who is filing for the exemption.

### **C. Multipliers for the Valuation of Free-Standing Communication Towers.**

The State Tax Commission recommends that, subject to the qualifications stated below, communication towers should be valued for the 2014 assessment year using the table of **historical** (original cost when the tower was new) cost valuation multipliers set forth in the multiplier table below. These multipliers have been developed in a manner such that they account for the typical depreciation which is expected for a tower of the indicated age and also account for changes in the cost of the tower and erecting it that have occurred since the time the tower was constructed. On this basis, the multiplier table which is shown below is intended to predict the current true cash value of a tower of the vintage year in which the tower was constructed. An important component in determining the current value of a tower built in a given year is the change in the cost of materials, particularly changes in the cost of steel, between the time of construction and the current Tax Day. Since the table considers both depreciation and changes in construction costs, and since changes in construction cost have not always occurred at a constant rate, the multiplier table does not always evidence a decline in the rate by which the historical cost must be adjusted in order to determine current value. This effect is expected and can be better understood if one remembers that the multiplier table is not a depreciation table and the multipliers are applied to the historic cost of construction, not to the current replacement cost.

## Homer Township Policy for Petty Cash

The treasurer is allowed to hold petty cash only during the tax season in an amount up to \$150.00. Tax collections are currently receipted between July 1<sup>st</sup> and February 29<sup>th</sup>.

Access to this petty cash fund is restricted to the treasurer and deputy treasurer for the sole purpose of making change when residents come in to pay their property taxes. No other purchases can be expensed from this petty cash fund.

The petty cash fund will be properly kept in a locked filing cabinet.

This petty cash fund must be balanced monthly with a cash reconciliation report completed. The dated report must be signed by the treasurer and the clerk. This report must be filed with the bank reconciliation forms for review by the auditors.

Board approved on: January 15, 2014