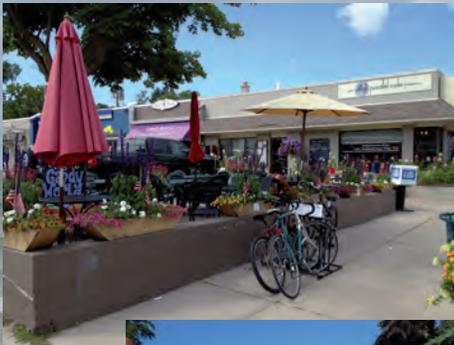


Michigan Township Focus

JANUARY 2018

OFFICIAL PUBLICATION OF THE MICHIGAN TOWNSHIPS ASSOCIATION

Weathering the storm with community resilience



Weaving and dodging
in the eye of the hurricane
page 3

Answering the call for help
page 28

Township flags inspire local pride,
sense of history
page 30



You Serve Others. We Serve You.

Since 1966, Burnham & Flower Insurance Group has been specializing in the unique coverage needs of Michigan's townships. We've learned what is important to public officials like yourself and have made it our ongoing commitment to provide you with unparalleled service and expertise.

Burnham & Flower is your single source for Property & Liability, Group Health Benefits, and Group & Individual Retirement Planning. In addition to comprehensive coverages we provide risk management services, onsite reviews, online enrollment, 24/7 access to each employee's benefits information, and much more.

You can count on us to deliver the products, service and support you want and deserve. Contact us today to discuss how we can serve you!

Burnham & Flower
INSURANCE GROUP

Serving Michigan Townships Since 1966



315 South Kalamazoo Mall, Kalamazoo, MI 49007

800.748.0554 • www.bfgroup.com

contents

January 2018 | Volume 6, Number 1



featured articles

18

Weathering the storm with community resilience

Is your township ready to respond to, withstand and recover from adverse situations—be it a bad storm or an economic shock? Focusing on community resilience allows townships to take a truly comprehensive approach to community planning, economic development and resource management.

28

Answering the call for help

One township supervisor recently spent two weeks in hurricane-ravaged Puerto Rico. But when asked about his trip, he doesn't focus on the extensive damage or the backbreaking labor he experienced. He remembers the resiliency of his fellow Americans in this U.S. island territory.

30

Township flags inspire local pride, sense of history

Townships can boost community pride through the creation of an official township flag—and endear further inspiration at MTA's Annual Parade of Flags ceremony during our Annual Conference.



Official Publication of the Michigan Townships Association

mta officers

President

Diane Randall, Supervisor
Roscommon Township
(Roscommon Co.)

First Vice President

Ken Gauthier, Supervisor
Sanborn Township (Alpena Co.)

Second Vice President

Jeff Sorensen, Supervisor
Cooper Charter Township
(Kalamazoo Co.)

Treasurer

Peter Kleiman, Supervisor
Harris Township
(Menominee Co.)

Secretary

Bill Deater, Supervisor
Grant Township (St. Clair Co.)

Immediate Past President

Doug Mansfield, Supervisor
Union Township
(Grand Traverse Co.)

past presidents

Linda Preston, Supervisor
Pokagon Township (Cass Co.)

Doug Merchant, Supervisor
Arcada Township (Griot Co.)

Denny Olson, Supervisor
Breitung Charter Township
(Dickinson Co.)

editorial & design

Publisher G. Lawrence Merrill

Editor Jennifer Fiedler

Advertising Manager Ashley Maher

Staff Writer Bethany Mauger

Printer Foresight Group, Lansing

mission statement

The Michigan Townships Association advances local democracy by fostering township leadership and public policy essential for a strong and vibrant Michigan.

in this issue

- 3 Local View
- 4 News & Notes
- 12 Hello, MTA ... ?
- 14 Inside Lansing

- 24 Knowledge Center
- 27 Financial Forum
- 32 Around the State



mta board of directors

Steven Karpiak Jr., Osceola Township (Houghton Co.), Dist. 1
Jim Nankervis, Ishpeming Township (Marquette Co.), Dist. 2
Peter Kleiman, Harris Township (Menominee Co.), Dist. 3
Marilyn Strickland, Newton Township (Mackinac Co.), Dist. 4
Harold Koviak, Burt Township (Cheboygan Co.), Dist. 5
Sharon Schultz, Torch Lake Township (Antrim Co.), Dist. 6
Ken Gauthier, Sanborn Township (Alpena Co.), Dist. 7
Marvin Radtke Jr., Green Lake Township (Grand Traverse Co.), Dist. 8
Steven Ebels, Clam Union Township (Missaukee Co.), Dist. 9
Kimberly Anderson, Whitney Township (Arenac Co.), Dist. 10
Connie Cargill, Golden Township (Oceana Co.), Dist. 11
Yulanda Bellinger, Morton Township (Mecosta Co.), Dist. 12
Dennis Bragiel, Kawkwawlin Township (Bay Co.), Dist. 13
Lawrence Krohn, Oliver Township (Huron Co.), Dist. 14
Joel Hondorp, Byron Township (Kent Co.), Dist. 15
Kevin Beeson, Pine River Township (Griatiot Co.), Dist. 16
Joanne Boehler, James Township (Saginaw Co.), Dist. 17
Bill Deater, Grant Township (St. Clair Co.), Dist. 18
Jeff Sorensen, Cooper Charter Township (Kalamazoo Co.), Dist. 19
Patti Jo Schafer, Eagle Township (Clinton Co.), Dist. 20
Pauline Bennett, Addison Township (Oakland Co.), Dist. 21
MTA Executive Committee member-at-large
Malinda Cole-Crocker, Buchanan Township (Berrien Co.), Dist. 22
Donald Rogers, Coldwater Township (Branch Co.), Dist. 23
Al Boggs, Rome Township (Lenawee Co.), Dist. 24
Ann Bollin, Brighton Charter Township (Livingston Co.), Dist. 25

To find your MTA District, visit www.michigantownships.org or call (517) 321-6467.

postal requirements

Michigan Township Focus serves as the medium for the exchange of ideas and information for the elected and appointed officials of Michigan townships. The views expressed and the material presented by the contributors and advertisers are not to be construed as having the endorsement of the officers, board of directors, staff or membership of the Michigan Townships Association nor represent the views or positions of said parties unless specifically so stated.

Michigan Township Focus, Issue 1 January 2018 (ISSN 2330-9652), is published monthly, except for a combined April/May issue. MTA membership provides a subscription to township board members, the manager/superintendent, planning commission chairperson and township attorney. Member counties also receive subscriptions for elected officials, the equalization director and road commission chairperson. Annual membership dues include \$33 for a one-year subscription to *Michigan Township Focus*. Additional member subscriptions are available for \$33 per year. Subscription rate for residents and firms in member townships is \$44 per year (schools and libraries may subscribe for \$33 a year).

Michigan Township Focus is a publication of the Michigan Townships Association, 512 Westshire Dr., Lansing, MI 48917-9757. Phone: (517) 321-6467; fax: (517) 321-8908; Web: www.michigantownships.org. Periodicals postage paid at Lansing, MI. POSTMASTER: Send address changes to: *Michigan Township Focus*, P.O. Box 80078, Lansing, MI 48908-0078.

Direct all display and classified advertising inquiries to Ashley Maher at (517) 321-6467. Member rate for a classified ad in either the magazine or on the MTA website on a monthly basis is \$1 per word. Call MTA for non-member rates. Deadlines for display and classified ads in the magazine are five weeks preceding the publication date. Send ads to: P.O. Box 80078, Lansing, MI 48908-0078; phone: (517) 321-6467, ext. 254; fax: (517) 321-8908; or email: ashley@michigantownships.org.

Michigan Township Focus, © 2018
Michigan Townships Association, all rights reserved.



president's round table

Burnham & Flower Insurance Group
315 S. Kalamazoo Mall
Kalamazoo, MI 49007
(800) 748-0554
www.bfgroup.com
See ad on inside front cover.

Municipal Employees' Retirement System of Michigan
1134 Municipal Way
Lansing, MI 48917
(517) 703-9030
www.mersofmich.com
See ad on page 13.

Michigan Township Participating Plan
1700 Opdyke Ct.
Auburn Hills, MI 48326
(248) 371-3657
www.theparplan.com
See ad on back cover.

Ted Hartleb Agency, An EMC Insurance Company
5840 King Hwy.
Kalamazoo, MI 49048
(269) 385-5911
www.hartlebagency.com



leadership circle

Asphalt Materials Inc.
3737 Fisher Rd.
Columbus, OH 43228
(614) 634-6024
www.asphalt-materials.com

Consumers Energy
2400 Weiss St.
Saginaw, MI 48602
(989) 791-5608
www.consumersenergy.com

Foster, Swift, Collins & Smith, PC
313 S. Washington Sq.
Lansing, MI 48933-2193
(517) 371-8100
www.fosterswift.com

Mika Meyers PLC
900 Monroe Ave. NW
Grand Rapids, MI 49503
(616) 632-8000
www.mikameyers.com
See ad on page 25.

Bauckham, Sparks, Thall, Seeber & Kaufman, PC
458 W. South St.
Kalamazoo, MI 49007
(269) 382-4500
www.michigantownshiplaw.com

Fahey Schultz Burzych Rhodes PLC
4151 Okemos Rd.
Okemos, MI 48864
(517) 381-0100
www.fsblawyers.com

ITC Holdings Corp.
27175 Energy Way
Novi, MI 48377
(248) 946-3000
www.itc-holdings.com



keystone club

Carlisle Wortman Associates, Inc.
117 N. First St. Ste. 70
Ann Arbor, MI 48104
(734) 662-2200
www.cwapl.com
See ad on page 6.

Emergent Health Partners
1200 State Circle
Ann Arbor, MI 48108
(734) 477-6783
www.emergenthealth.org

Miller, Canfield, Paddock & Stone, PLC
150 W. Jefferson Ave., Ste. 2500
Detroit, MI 48226
(313) 963-6420
www.millercanfield.com
See ad on page 7.

Wade Trim
25251 Northline Rd.
Taylor, MI 48180
(734) 947-9700
www.wadetrिम.com
See ad on page 5.

David Chapman Agency
5700 W. Mt. Hope Hwy.
Lansing, MI 48917
(517) 321-4600
www.davidchapmanagency.com

GFL Environmental USA Inc.
6200 Elmridge Dr.
Sterling Heights, MI 48313
(844) 464-3587
www.gflusa.com

Nickel & Saph, Inc. Insurance Agency
44 Macomb Place
Mount Clemens, MI 48043
(586) 463-4573
www.nickelsaph.com

DTE Energy
One Energy Plaza
Detroit, MI 48226
(800) 477-4747
www.dteenergy.com

Michigan Municipal Risk Management Authority
14001 Merriman Rd.
Livonia, MI 48154
(734) 513-0318
www.mmrma.org

Tyler Technologies
1194 Oak Valley Dr., Ste. 150
Ann Arbor, MI 48108
(800) 457-3863
www.tylertech.com

Participation in the Allied Service Provider program does not constitute or imply MTA's endorsement of the company or its products/services.



Weaving and dodging in the eye of the hurricane

Being an elected official is more than carrying out statutory duties. People expect local leaders to preserve and protect those things that people treasure and guide their communities to not only survive but thrive in spite of adversity.



The world is full of places that once mattered but are now little more than names on a map. If not already ghost towns, they are ghosts of the thriving communities they once were. Some have left extraordinary ruins as monuments to their past prosperity. Rural Michigan highways are dotted with signs denoting places where many people once lived but today

are little more than a corner grocery, church or a smattering of aging homes facing abandonment when current occupants move on.

Their stories may differ, but communities everywhere share a simple reason for their demise: the world no longer needed them. Cities and towns grew, thrived and died because of ever-changing economic forces. Obsolescence for some was accelerated by natural disasters like tornadoes, wildfire and floods, without the means to rebuild. Other communities saw their fate sealed by the depletion of valuable natural resources like timber or minerals. More recently, communities started the dying process because they over-relied on local industries unable to adapt to new technology, or find workers with essential skills at competitive wages, or due to changing consumer preferences.

Today, substantial infrastructure investments and homeownership make community abandonment expensive, wasteful and traumatic. Consequently, Michigan has never had a greater need for communities to be adversity resilient. Michigan is one of only two states to lose population for extended periods since 2000, with tepid population growth projected for the foreseeable future. The loss of Michigan manufacturing jobs in the last 20 years has been nothing short of epic. Per capita income has fallen, along with state and local financial support to local governments.

Communities everywhere face adversity, but instead of surrendering their existence, Michigan townships can make themselves resilient to the forces of change. Journalist and author Thomas L. Friedman writes in *Thank You for Being*

Late; an Optimist's Guide to Thriving in the Age of Accelerations (Friedman, 2016) that the 21st century is experiencing unprecedented disruptions at a bewildering pace from changes in global economic competition, technology and climate.

The people of Michigan well understand the rise of global manufacturing competition. Communities that see their best and brightest depart for other places face little to no chance of growing well-paying 21st-century jobs. Michigan's land-based industries—agriculture, tourism and timber—need to not only survive but thrive in highly competitive markets in order for the townships relying on them to thrive as well.

In 1965, microchip expert Gordon Moore predicted that, for the next 10 years, computer efficiency would double every year. Known as “Moore's Law, the relentless increase in computer speed shows no sign of slowing and alters virtually every aspect of contemporary life. For local governments, it creates expectations of high-speed internet accessibility and web-based township services, information and civic engagement.

And although people may differ on the source of climate change, one of its predicted consequences is more volatile weather events like floods that can threaten lives, property and hard-to-replace township infrastructure. The predicted consequence of more frequent torrential rains and flooding, and heat events stressing both electric infrastructure and seniors living without air conditioning are contingencies on many local officials' radar.

Resilient communities need not surrender to the fate of being tomorrow's ghost towns. Friedman likens the Market, Mother Nature and Moore's law accelerations to the destruction of a hurricane, but points out that a hurricane has an eye where relative calm and safety is found. The hurricane's eye, however, is always moving, and to stay in the eye one must know where the hurricane is likely going. Community resilience requires township officials knowledgeable in the forces potentially disrupting their communities and the vision to leverage them toward resilience and sustainability.

MONEY MATTERS

Township budget reminders

Schedule budget public hearings

For the roughly 900 general law townships with an April 1-March 31 fiscal year, the proposed budget should be prepared, and the budget public hearing scheduled and notice published so the hearing can be conducted and the budget adopted by the township before April 1.

Townships may spend funds on dues, seminars

All local governments may pay dues to associations. The payment of dues has been challenged and upheld in several Michigan Supreme Court cases. MTA Legal Counsel advises that laws are to be liberally construed in favor of townships' authority to expend funds for association dues, registration fees to attend useful public information or educational workshops, and mileage reimbursement for

attendance at authorized seminars and governmental meetings other than township board meetings.

Adopt salary resolutions before annual meeting

Townships that hold an annual meeting are required to pass a salary resolution for each elected office paid by salary at least 30 days prior to the annual meeting date. Townships that hold an annual meeting in March should adopt salary resolutions in January or February, depending on the March meeting date.

If the township board does not pass salary resolutions at least 30 days prior to the annual meeting, the electors have no authority to act on or increase salaries. As a result, the salary of each elected official would remain at the previous year's established level. Electors cannot reduce township board members' salaries during a term of office, unless the duties of the office have been diminished and the township official consents in writing to the reduction. (MCL 41.95)

According to Attorney General Opinion 6422 of 1987, a separate resolution must be adopted for each township office. Each resolution must contain the date in the next fiscal year the salary will be effective. A sample resolution to establish township officers' salaries is available on the members-only section of www.michigantownships.org (search for "Compensation"), or by calling (517) 321-6467.



ACA PENALTIES

Employers will have opportunity to respond before ACA penalty assessment

At the end of 2017, the Internal Revenue Service began mailing applicable employers—including townships—letters informing them of their potential liability for an Affordable Care Act (ACA) "pay or play" penalty for the 2015 calendar year. However, before any penalty is assessed and notice and demand for payment is made, employers will have an opportunity to respond to the agency.

Letter 226-J is the initial letter issued to Applicable Large Employers (ALEs) to notify them that they may be liable for an Employer Shared Responsibility Payment (ESRP).

The determination of whether an ALE may be liable for an ESRP and the amount of the proposed ESRP in Letter 226-J are based on information from Forms 1094-C and 1095-C filed by the ALE and the individual income tax returns filed by the ALE's employees. The letter will also include a description of the actions the ALE should take if it agrees or disagrees with the proposed penalty payment; and a Form 14764 response form.

The response to Letter 226J will be due by the response date shown on the letter—generally 30 days from the date of Letter 226J. If, after correspondence between the ALE and the IRS, the IRS determines that an ALE is liable for a penalty payment, the IRS will assess the payment and issue a notice and instructions for payment.

ALEs will not be required to include the payment on any tax return that they file or to make a payment before notice and demand for payment.



Reminder: Under the Workforce Opportunity Wage Act, the Michigan minimum wage increased to \$9.25 on Jan. 1, 2018. Afterward, the state treasurer shall annually index the minimum wage based on the consumer price index for the Midwest region for the most recent five-year period.

ENTREPRENEURIAL-FRIENDLY TOWNSHIPS

Townships honored for fostering economic growth

Townships comprised nearly half of the communities recognized by the University of Michigan–Dearborn’s Center for Innovation Research iLabs annual eCities study, which helps identify strategies to foster entrepreneurial growth and economic development. The study analyzed publicly available data from 277 communities from 54 counties in Michigan.

Four communities were recognized for the successes and efforts in contributing to Michigan’s growth, while another 183 communities—including 90 townships—were named five- and four-star performers. The 48 five-star townships hailed from all areas of the state—from **Antwerp Township** (Van Buren Co.) to **Pere Marquette Charter Township** (Mason Co.), **Vassar Township**

(Tuscola Co.) to **Marquette Charter Township** (Marquette Co.). The 42 four-star communities also represented all regions in the state, including **Holly Township** (Genesee Co.), **Egelston Township** (Muskegon Co.) and **East Bay Charter Township** (Grand Traverse Co.).

Researchers focused on the five-year changes in property values, community assets and tax rates, which can demonstrate the growth, investments and cost of doing business within the community. “These communities show how local governments can work in distinct and strategic ways to energize public spaces, while investing in businesses and job development,” said Tim Davis, iLabs director.

While accounting for only about 15 percent of the townships and cities in Michigan, the 277 communities analyzed are home to nearly 70 percent of the population and 85 percent of the state’s commercial property. “By analyzing these high-performing communities, our goal is to showcase what cities and townships are doing to spur growth and how we can continue to support their efforts in developing business and encouraging entrepreneurs,” Davis said.

Additionally, 37 communities answered optional, open-ended questions about their development objectives, unique community features and recent successes.

“Reviewers found that the most compelling community stories came from those who understand the importance of a diverse community and business community, recognize their unique features and can connect how those features can attract talent,” Davis said. “In many cases, these communities are able to further use their unique assets and diversity to create an environment that allows a prospective business to see why their firm could succeed there.”

The eCities research project, which began in 2007, previously used data supplied by the participants. This year’s shift to reviewing publicly available data was implemented to simplify the process for communities, with the hopes of encouraging more communities to participate and allowing for greater understanding of entrepreneurial successes across the state.

Learn more at www.umdilabs.com/ecities.



CLEARING THE HAZE

What does federal law say about medical marijuana?

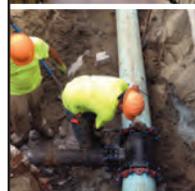
Townships across the state are debating, hearing and answering questions regarding the Michigan Medical Marihuana Act and the state Medical Marihuana Facilities Licensing Act (MMFLA). While the state Department of Licensing and Regulatory Affairs has been issuing bulletins and rules regarding implementation of the MMFLA, local officials may also have lingering questions regarding the federal regulation of decriminalized cannabis for medical reasons.

While marijuana remains a controlled substance under federal law, the federal Rohrabacher–Farr Medical Marijuana Amendment (also known as the Rohrabacher–Blumenauer amendment)—first passed by the U.S. Congress in 2014 as part of an omnibus spending bill—currently prevents the U.S. Department of Justice from using appropriated funds to interfere with states that have implemented their own laws regarding medical cannabis. The amendment does not change the legal status of cannabis however, and must be renewed each fiscal year in order to remain in effect.

Uncertainty within the Trump administration has cast questions as to whether the Rohrabacher–Farr amendment will continue to be renewed. The amendment had been renewed as of *Township Focus* press time as part of an emergency aid package, which was in effect until early December. Following the expiration of the aid package, amendment renewal hinges on the work of two congressional committees on two appropriation bills. Watch MTA publications for updates as they become available.



Trusted professionals delivering America's infrastructure solutions



ALLIED
SERVICE PROVIDER
MTA

WADE TRIM

Engineering | Landscape Architecture
Operations | Planning | Sciences | Surveying

800.482.2864 | www.wadetrim.com

NEW PUBLISHING THRESHOLD

2018 threshold for publishing minutes set at \$85 million for general law townships

The 2018 taxable value threshold for exempting general law townships from the requirement to publish minutes has increased to \$85 million. The 2017 rate was \$83 million.



The rate is determined by the Michigan Department of Treasury's Office of Revenue and Tax Analysis. Public Act 465 of 1996 exempts general law townships with a taxable value under a threshold from the requirement to publish township board meeting minutes, or a synopsis of the proceedings, within 21 days after the meeting.

According to PA 465, the limit must be adjusted annually for inflation each Jan. 1 and rounded to the next million.

FISCAL FINDINGS

Financial dashboard provides info on municipal fiscal health

A new website from the state Department of Treasury offers quick access to information on the fiscal health of communities across the state.



The MI Community Financial Dashboard provides visual financial data about Michigan's townships, counties, cities and villages through interactive maps, pie charts and graphs. Michiganders can view and compare local government revenues and expenditures, as well as long-term debt and unfunded pension liability costs.

"Local units of government are a critical component of our state's infrastructure," said Deputy State Treasurer Dr. Eric Scorsone, head of

Treasury's State and Local Finance Group. "This new website provides easily accessible information about the fiscal health of our municipalities. Residents, businesses and officials can search and compare a community's finances to learn how taxes work. By becoming educated and informed, we can make great decisions for a prosperous Michigan."

The website, MiCommunityFinancials.Michigan.gov, uses data local municipalities are required to report annually through state law. The site was developed in collaboration and partnership with local governments and local municipal organizations.

GUBERNATORIAL APPOINTMENT

Canton Charter Township supervisor appointed to state commission

A township official will help to recommend changes to Michigan's trial court funding system on a state commission. Gov. Rick Snyder appointed MTA's nominee **Pat Williams**, supervisor of **Canton Charter Township** (Wayne Co.), to the state's Trial Court Funding Commission with a term expiring Sept. 28, 2019. The commission is comprised of 14 members who have significant experience or involvement in the courts of this state.



Williams

Previously a township trustee, Williams also worked as a sales and account manager in the automotive industry. In his new role on the commission, Williams and the 13 other commission members will create a report of recommended changes to the trial court funding system, to be submitted to the governor, Senate majority leader and speaker of the House by the end of their term.

"These individuals have a variety of experience that will shape positive input on how we can improve the funding of our court system statewide," Snyder said.

63

Michigan communities have a 22-person planning department. You can, too.

"They're always available to provide advice on most planning or zoning issues and their advice is based on 35 years of experience in numerous communities throughout Michigan."

R. Brent Savidant, planning director, City of Troy

Carlisle | Wortman
ASSOCIATES, INC.

CWAPLAN.COM 734.662.2200

ATTENTION TREASURERS

Reminder for tax collection office hours

The township treasurer must be in his or her office from 9 a.m. to 5 p.m. to receive tax payments on the last day taxes are due and payable before being returned as delinquent under MCL 211.55. (MCL 211.44(2)(b)) MCL 211.55 refers to the last day of February as the last day that taxes are due and payable before being returned as delinquent to the county treasurer, and provides for the unpaid taxes to be returned as delinquent to the county treasurer the next day.



The last day to pay 2017 property taxes without incurring any penalty (or interest for deferred summer taxes) is Wednesday, Feb. 14, 2018.

(MCL 211.44) Treasurers **may** choose to hold office hours.

The last day to pay 2017 property taxes before they are returned as delinquent is Wednesday, Feb. 28, 2018.

(MCL 211.45) Treasurers **must** hold office hours.

The township treasurer **must** also be in his or her office from 9 a.m. to 5 p.m. to receive tax payments for the collection of a summer tax levy, on **Sept. 14, 2018** (the last day taxes are due and payable before interest is added under MCL 211.44a(5). (MCL 211.44(2)(c))

LOCAL UPDATES FROM ACROSS MICHIGAN

Township happenings

The **Marquette Charter Township** Fire Department (Marquette Co.) received a \$98,722 Assistance to Firefighters Grant to improve communications during an emergency situation. The fire department will purchase at least 17 dual-band portable radios that will be available to any of the township's 28 volunteer firefighters and emergency medical services personnel while they are out on a run.

Michigan Sugar Company in **Monitor Charter Township** (Bay Co.) recently opened its doors to the public during the company's annual sugar beet slicing campaign for tours to showcase how sugar is made. The first-ever tour allowed attendees to hear about company history and the journey sugar beets take from delivery to processing to packaging.

Two townships were Michigan Department of Natural Resources grant recipients for urban forestry projects.

Pittsfield Charter Township (Washtenaw Co.) received a \$2,000 grant for tree planting, while a \$3,000 grant to **Oshtemo Charter Township** (Kalamazoo Co.) will be used for a Community Forest Management Plan.

Email YOUR Township Happenings to jenn@michigantownships.org. Add MTA to your newsletter mailing list! Mail to MTA, Attn. Jenn Fiedler, PO Box 80078, Lansing, MI 48908-0078, or email to jenn@michigantownships.org.

 Steven Mann +1.313.496.7509 mamm@millercanfield.com	 Patrick McGow +1.313.496.7684 mcgow@millercanfield.com	 Thomas Colis +1.313.496.7677 colis@millercanfield.com	 Harold Bulger +1.313.496.7507 bulger@millercanfield.com
 Steve Frank +1.313.496.7503 frank@millercanfield.com	 Jeffrey Aronoff +1.313.496.7678 aronoff@millercanfield.com	 Dorothy Heebner +1.313.496.7860 heebner@millercanfield.com	 Ian Koffler +1.517.483.4904 koffler@millercanfield.com

THE LAW FIRM FOR TOWNSHIPS

From municipal bonds to innovative projects, collaborative agreements and tax increment financing, townships and their attorneys throughout Michigan rely on Miller Canfield's 160+ years of collective wisdom and diverse expertise.

We are where you are. Local firm. Global resources. ■



MILLER CANFIELD

millercanfield.com/PublicLaw

Remembering ‘Mrs. Milford,’ 1991 MTA President C. Elaine Skarritt

The MTA family lost a dedicated former board member, and Michigan township government lost an ardent supporter when MTA Life Member and 1991 MTA President **C. Elaine Skarritt** passed away in late November.

One didn’t have to look too far to see Skarritt’s complete commitment to her community of **Milford Charter Township** (Oakland Co.). The license plate on her car read “Milford” for years and years.

Serving as township clerk for a quarter-century, she also chaired local bicentennial activities in 1976 and organized Milford Township’s sesquicentennial celebration. She chaired the Oakland County Board of Canvassers for 17 years and was active in Republican politics. Noted MTA Executive Director Larry Merrill, “If there are elections in heaven, Elaine will be the one counting the ballots.”

Merrill recalled Skarritt as the “education president,” a goal that Skarritt discussed when she became MTA president. “Experience is great, but we need education to keep on top of all of the changes that affect township government,” she said.

In 1982, Skarritt received the Milford Citizen of the Year award, and went on to chair the committee that selected those individuals for the next 30 years. In 1983, she received the Americanism Award from the American Legion, and was voted the first-ever Michigan Township Clerk of the Year from the Michigan Association of Municipal Clerks, of which she was a lifetime member.

Said Skarritt’s obituary, “Family, faith and community were her passions. She ... was elected in 1971 to serve as Milford Township clerk, a post she held for 25 years during which Milford Township and Village grew from a sleepy hamlet to a residential mecca. She worked with four supervisors—**Bill Boyer, Jim Caswell, Bob Gharrity** and **Robert Foley**—each of whom relied on her civic pride and excellence in office. Elaine’s responsibilities included oversight of the two local cemeteries and all of the local and national elections.

“Elaine saw herself as a child of God, a citizen of Milford and Michigan and the greatest nation on earth, and understood those roles came laden with great blessings and great responsibilities. She was a beloved wife, cherished mother, and grand neighbor and civil servant who never lost her interest in the lives and well-being of others. For Elaine, not only were all politics local, but all locals were part of her community and she spent her life in service to them.”



Skarritt

profile



Advertorial

Michigan Township Participating Plan Property & Casualty Dividend Program

Public officials serving public officials

Founded in April 1985 under Public Act 138, the Michigan Township Participating Plan (Par Plan) was formed to provide a stable market for the property and casualty insurance needs of public entities throughout the state of Michigan.

Governed by a board of directors comprised of public officials just like you, the program is constantly evolving to meet the needs of public entities.

Now in its 34th year of operation with a 98 percent retention rate and a membership of 1,300-plus members, the Par Plan additionally offers risk reduction grant opportunities and an all lines dividend program. These features along with many others are what Par Plan feels sets it apart from everyone else. The Par Plan program is insured by an A+ rated insurance carrier, which company representatives say further solidifies that the Par Plan remains the program of choice.

Par Plan became an MTA Allied Service Provider at the President’s Round Table level in 2005. “It’s really quite simple,” Rita Evans, Par Plan program administrator, said. “MTA is the foundation of knowledge and teachings for Michigan communities. Being able to partner with MTA offers the Par Plan another avenue for networking to provide Michigan communities local representation and personal service for their property and casualty needs.”

The Par Plan is administered by TMHCC Public Risk Group of Auburn Hills. For more information about the Michigan Township Participating Plan’s services, please visit www.theparplan.com or call the administrative offices at (800) 783-1370.

Opinions expressed within do not represent the views of MTA, its Board or members. Participation in the Allied Service Provider program does not constitute or imply MTA’s endorsement of the company or its products/ services. For more information, see Par Plan’s ad on the back cover, turn to the Allied Service Provider Index on page 2 or visit www.michigan townships.org/asp.asp.





Support given by MTA Legal Defense Fund to numerous cases

When your township makes a voluntary contribution to MTA's Legal Defense Fund (LDF), you assist townships in legal battles that have significant statewide impact. Among the recent cases that received support from the MTA Legal Defense Fund Committee are:

Coloma Charter Township v. Berrien County, et al—MTA was invited by the Michigan Supreme Court to file an *amicus* brief in this case over whether a county law enforcement training center, for indoor and outdoor firearms training, violates township zoning and anti-noise ordinances. After the Court of Appeals ruled that the county building location was exempt from local zoning, the Supreme Court reversed and remanded, holding that the county's priority over the township's zoning is limited to ancillary land uses that are indispensable to the building's normal use and that an outdoor shooting range is not indispensable to the normal use of a firearms training building. It will be important for MTA to file an *amicus* brief in this case to limit, to the greatest extent possible, the impact of the preemption of zoning authority regarding the placement of county buildings.

Township of Lockport v. City of Three Rivers—After the city purchased property in the township for a sports complex, the city then passed an annexation resolution to annex the property to the city. The township filed—and was granted—a motion to stay, and the Court of Appeals found in favor of the township, noting that the property's underground

water line utility and permanent easement rendered the property "not vacant." An *amicus* brief will be filed, as the primary issue is whether the Court of Appeals erred in its statutory interpretation of "vacant property" contained within MCL 117.9(8). MTA contends that the Court of Appeals interpretation is correct.

Paul Smoke v. Charter Township of Raisin and Charter Township of Raisin Board of Trustees—The case, which initially also involved improper notice under the Open Meetings Act, centers around Freedom of Information Act (FOIA) requests that were fulfilled following the township's initial response. The township has requested leave to appeal to the Michigan Supreme Court, arguing the need to clarify the standard public bodies are held to in fulfilling FOIA requests. According to MTA Legal Counsel, there is support for the argument that a FOIA violation does not exist if reasonable efforts are used to search for the requested records even when a subsequent more exhaustive search turns up the records. A *co-amicus* will be filed to support the township's request for leave to appeal.

Susan Bisio v. City of the Village of Clarkston—This case involves FOIA and the authority to not turn over documents in the hands of the municipal attorney that have not been previously provided to the municipality as a public record. The argument, which is supported by case law, is that the documents are not public records as defined under FOIA, as they are not records "prepared, owned, used, in the possession of, or retained by a public body in the performance of an official function, from the time it is created." *Amicus* support was approved, pending several contingencies, including a deadline to file.

Deruiter v. Byron Township—In this case, a marijuana growing facility was established by a primary caregiver in the township's commercial zoning district. The township zoning ordinance requires caregivers operate only as a permitted home occupation. The circuit court ruled that the Michigan Medical Marijuana Act preempts local zoning ordinances. A *co-amicus* will be filed in support of the township, to help determine the applicability of zoning regulations over medical marijuana property uses.

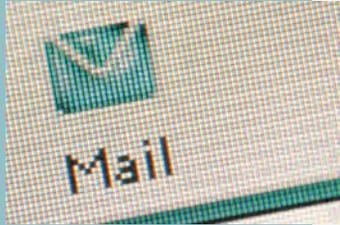
Greater Township Good
2018 MTA Conference & Expo | Acme Township | April 23-26

The Conference registration brochure appears in THIS issue of Township Focus!

mta events January	
3	Registration opens for MTA's 2018 Annual Educational Conference & Expo, being held April 23-26 at the Grand Traverse Resort in Acme Township (Grand Traverse Co.)
16	Township Board Roles & Relations workshop, Jackson
17	At Your Service: Meeting Township Needs workshop, Jackson
23	Housing opens in hotels with MTA room blocks for MTA's 2018 Annual Educational Conference

Check your inbox!

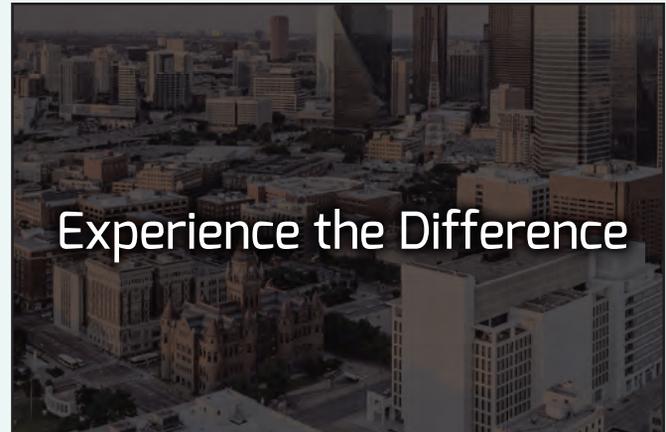
To get the most of your MTA membership, all officials must ensure that we have your correct email address on file. If we don't have your email, you are missing out on:



- Legislative updates and information in our weekly newsletter, *Township Insights*, and our in-depth monthly legislative newsletter, *Township Voice*.
- Notices about educational seminars and other opportunities for today's township officials.
- Access to the members-only portion of MTA's website, www.michigantownships.org, which features hundreds of pages of resources, samples and information, along with our social networking site, *Community Connection*. Your username is your email address on file with MTA.
- Targeted email alerts for your position or township, as well as legislative action alerts.

If you aren't receiving emails from MTA, check your spam or junk mail filter, and add @michigantownships.org to your "safe senders" list, as well as @in.constantcontact.com and @in.confirmedcc.com.

To provide your email address, or ensure we have the correct email address, call (517) 321-6467 or email nicole@michigantownships.org.



Experience the Difference



Local Government ERP

Financial Management
Community Development
Public Works
Personnel Management



Get started today at (855) BSA-SOFT | www.bsasoftware.com



We're making a good thing even better!
Check out our new and improved Community Connection!

Community Connection, the ONLY private online community exclusively for MTA member township officials, puts a network of colleagues and resources right at your fingertips. If you haven't checked out *Community Connection* lately, there's no better time than right now! We've streamlined the site, making it easier than ever for you to connect with fellow officials from across the state.

These are your people—start building your Community today. Questions? Call Aimee at (517) 321-6467 or email aimee@michigantownships.org.

Explore the new *Community Connection* today in 3 easy steps:

1. Access via the members-only side of www.michigantownships.org, or bookmark www.community.michigantownships.org.
2. Click on the "Sign In" blue box on the top right side of the page. Use your MTA login credentials.
3. Click "Profile" and update your record by uploading a photo and sharing a little information about yourself! Then start connecting with your peers!

JANUARY

3 Deadline for counties to file equalization studies for 2018 starting bases with State Tax Commission (STC) for all classifications in all units on STC Form L-4018. (R 209.41(5))

10 *No later than Jan. 10.* Except as otherwise provided in Section 9m (bank or trust), 9n (farm products) or 9o (sugar from sugar beets), assessors and/or supervisors are required to annually send a personal property statement to any taxpayer they believe has personal property in their possession in their township.

Form 632—*Personal Property Statements* must be sent or delivered. (MCL 211.19)

24 Local units with a state equalized value of \$15 million or less must distribute taxes collected through Jan. 10. within 10 business days of Jan. 10. All other local units must disburse taxes collected within 10 business days after the 1st and 15th of each month, except during March. (MCL 211.43)

31 Deadline for employers providing Affordable Care Act information,

including IRS Forms 1095-B (Health Coverage) and 1095-C (Employer-provided Health Insurance Offer and Coverage), that must be reported to covered individuals and employees.

FEBRUARY

1 *Not later than Feb. 1.* Deadline for a qualified business to submit STC Form L-4143 for qualified personal property with the assessor. (MCL 211.8a(2))

Not later than Feb. 1. Notice by certified mail to all properties that are delinquent on their 2016 property taxes. (MCL 211.78f(1))

By 9 Last date precinct boundary alterations made for 2018 election cycle can go into effect. (MCL 168.661)

10 Deadline to file the affidavit to claim the exemption for eligible personal property (Form 5076). (MCL 211.9o(2))

14 Last day to pay property taxes without the imposition of a late penalty charge equal to 3 percent of the tax in addition to the property tax administration fee, if any. (MCL 211.44(3))

15 Townships that collect summer property tax shall defer the collection until this date for property which qualifies. (MCL 211.51(3))

STC reports assessed valuations for state Department of Natural Resources lands to assessors. (MCL 324.2153(2))

The township may waive the penalty for the homestead property of a senior citizen, paraplegic, quadriplegic, hemiplegic, eligible service person, eligible veteran, eligible widow, or widower, totally and permanently disabled or blind persons, if that person has filed a claim for a homestead property tax credit with the state treasurer before Feb. 15. Also applies to a person whose property is subject to a farmland/development rights agreement or verification that the property is subject to the development right agreement before Feb. 15. If statements are not mailed by Dec. 31, the township may not impose the 3 percent late penalty charge.

16 *On or before the third Monday in February.* Deadline for county equalization director to publish in a newspaper the tentative equalization ratios and estimated SEV multipliers for 2018, and to provide a copy to each assessor and

board of review in the county. All notices of meetings of the boards of review must give the tentative ratios and estimated multipliers pertaining to their jurisdiction. (MCL 211.34a(1))

20 Deadline for taxpayer filing of personal property statement with assessor.

Form 5278 must be filed not later than Feb. 20 for each personal property parcel for which the eligible manufacturing personal property exemption is being claimed.

Deadline for taxpayer to file Form 3711 if a claim of exemption is being made for heavy earth-moving equipment. STC Bulletin 4 of 2001. (MCL 211.19)

28 Last day for treasurers to collect 2017 property taxes. (MCL 211.78a)

The STC shall publish the inflation rate multiplier before March 1. (MCL 211.34d)(15).

For applicable townships, Affordable Care Act forms filed in 2018 reporting coverage provided in calendar year 2017; Forms 1094-B and 1095-B are required to be filed by Feb. 28, 2018, for paper forms, or April 2, 2018, if filing electronically.



LANDPLAN

INCORPORATED

Rural Community Planning & Zoning Services

Mark A. Eidelson, AICP
President

517.347.2120

landplanning@comcast.net

P.O. Box 313
Okemos, MI 48805-0313

www.landplan-eidelson.com



Helping your community create vibrant spaces



800.494.5202
www.fveng.com



Does a township have any required responsibility for construction, improvement or maintenance of public roads in the township?

No. Years ago, township boards had responsibility over the construction, improvement and maintenance of township public roads. The McNitt Act of 1931 and Act 51 of 1951 altered this responsibility and are now the foundation of current public road obligations in a township. Under these acts, the county road commission was required to take over as county roads all public streets and alleys outside of the limits of incorporated cities and villages as either county primary or county local roads. (MCL 247.669) This ended any “township road system” and township responsibility for construction, improvement or maintenance of public roads.



Is the county road commission responsible for improvement and maintenance of public roads in the township?

Yes. State law requires that county road commissions keep roads, bridges and culverts under their jurisdiction in “reasonable repair,” so that the roads are “reasonably safe and convenient for public travel.” (MCL 224.21) County road commissions receive the bulk of their funding for improvement and maintenance through the Michigan Transportation Fund and by a formula for allocation established by Public Act 51 of 1951.

The road commission does however have some restrictions regarding the use of these funds with regard to road construction: “Money distributed from the Michigan transportation fund may be expended for construction purposes on county local roads only to the extent matched by money from other sources. However, Michigan transportation funds may be expended for the construction of bridges on the county local roads in an amount not to exceed 75 percent of the cost of the construction of local road bridges.” (MCL 247.662(15))

It should be noted that these contribution limitations only govern construction, not improvement or maintenance. Additionally, they do not require the township to be the other funding source for construction.



Can a county board levy a county-wide millage for road purposes?

Yes. MCL 224.20b allows for a county board of commissioners to submit “at any general or special election the question of a tax levy for highway, road and street purposes or for 1 or more specific highway, road or street purposes, including but not limited to bridges, as may be specified by the board.” If a county-wide voted millage passes, then some of the funds are allocated to cities and villages within the county and the remaining goes to the county road fund. The county road funds are then expended by the county road commission.



The township has been requested by the road commission to provide matching funds for the maintenance of certain local public roads within the township. Should the township provide the funds?

This is a policy question for your township board to decide. Although township board financial support is not mandatory, in practice, however, townships often partner with county road commissions to help pay for and prioritize improvement and maintenance of township local roads. Budgetary considerations of the township obviously play a large part in making this decision.

Across the state, there are a range of township participation levels in providing matching funds to county road commissions, from as little as zero to as much as 100 percent. Many townships have faced the reality of the current road funding situation by becoming a working partner with their county road commission. In establishing this partnership, townships may be able to gain greater input on the prioritization and scheduling of road work in their township, while at the same time maintaining the township’s roads to the extent practicable.

A county road commission will typically work with a township to develop a multi-year work program, which may be based on the township’s traffic volumes, road PASER (Pavement Surface Evaluation Rating System) ratings, service requests and available funding. A county road commission and township must then figure out how to pay for the multi-year work program. Without local funds, the county road commission always has the option to return a paved road to gravel.



What are some options for a township to fund local road improvement and maintenance?

A township board may choose to appropriate general fund monies to the county road fund for the maintenance or improvement of county roads pursuant to an agreement with the county road commission. There are also other statutory provisions that allow townships to raise revenue to support the maintenance and improvement of township roads by way of special assessment or millage.

A township's issuance of bonds to be paid from such millage or special assessment provides an available strategy to get funds upfront to help pay for a road project or multi-year program. One of the more popular ways to fund road maintenance or improvement is by special assessment pursuant to Public Act 188 of 1954. Under PA 188 a township has quite a bit of flexibility to work with the road commission to design a road improvement plan. Sometimes the plan is to improve specified roads in a designated plat and then specially assess the properties in the plat for the costs of the improvements. Other times, the plan can be a much broader multi-year program, even to the point of involving all of the public local roads in a township and then doing a

township-wide special assessment on the properties specially benefiting from the improvement.

Great care needs to be taken when determining how to spread the special assessment amount among the properties. Case law requires that a special assessment must confer a benefit on the property owner over and above that conferred on the general public. There must be some proportionality between the amount of the special assessment and the benefit derived to the property from the special assessment. The courts do not require a certain formula for spreading the costs of the special assessment and, further, do not require a rigid dollar-for-dollar balance between the amount of the special assessment and the amount of the benefit. A township should engage the assistance of experienced attorneys and/or engineers when determining how to spread the special assessment.

Hello, MTA ... ? provides general information on typical questions asked by township officials. Readers are encouraged to contact an attorney when specific legal guidance is needed. Member township officials and personnel may contact MTA Member Information Services with questions or requests from 8 a.m. to 5 p.m., weekdays, at (517) 321-6467 or fax (517) 321-8908.



DEBRA WILHELM
Assistant Township
Manager/HR Director
Charter Township
of Northville

YOUR PARTNER IN RETIREMENT

MERS provides our members with:

The buying power of pooled assets to maximize investments and reduce costs

Unique plans to meet every need

Sole fiduciary oversight

That's the not-for-profit difference
That's MERS



www.mersofmich.com



OPEB/pension reform headed to governor

After months of discussion, local government pension and health care is getting a starting point for a reform—but additional reforms are still needed.

Gov. Rick Snyder was expected to sign a 13-bill package (Senate Bills 686, 688, 691, 692, 694, 696 and 699, and House Bills 5301, 5304, 5306, 5308, 5310 and 5313) into law by the end of 2017. The package was drastically changed from bills originally introduced and now mirrors the recommendations of Snyder's July task force report. The much-anticipated overhaul requires townships and other local units flagged for corrective action to submit a plan on how they'll cover their employees' and retirees' pension and other post-employment benefits (OPEB). However, the reform does not include consequences if the local unit doesn't adhere to that plan.

"The Legislature's decision provides an initial framework to address a complex issue years in the making," MTA Executive Director Larry Merrill said. "However, this action fails to give local governments the necessary reforms to achieve solvency of OPEB and pension plans, and will require additional legislative action. Townships are dedicated to upholding their commitments to public servants—past and present—while providing services to residents and maintaining attractive communities. Let's give townships a solid foundation and let them do the right thing for their communities."

Under the main bill, SB 686, all local units with pension and retiree health care plans will be required to submit an annual summary retiree health care report to the state Department of Treasury. For OPEB, normal cost for new hires would be required as well as payment of retiree health care premiums (pay-as-you-go). The new laws set a required funding level of 60 percent for pension liability and/or 40 percent for OPEB. From there, the Department of Treasury will review each local unit's funding levels and determine if a problem exists that requires further action. Townships could receive a waiver at that point if they have taken steps to address underfunding.

If they have not, local units that do not meet the funding benchmarks will have to submit a plan to a three-person Municipality Stability Board (MSB) that includes a state

official, a local government representative and a local employee representative, all appointed by the governor. The local unit must have a plan that is approved by the MSB—and is required to submit plans until such time as one is approved. However, there's nothing in the new laws to ensure the local unit implements the plan.

As introduced, the reform bills would have placed some local units under the oversight of a state financial management team—or even an emergency manager. This language was removed after testimony by MTA and other local government associations, and multiple discussions with legislators.

While MTA appreciates the Legislature's commitment to tackling the problem of OPEB funding, more reforms are necessary. We will continue to advocate for additional reforms and revenue to create a solid foundation for local units of government.

PPT filing dates aligned under bills

Filing deadlines for personal property taxes (PPT) are now aligned under a package of bills sent to Gov. Rick Snyder for signature.

Senate Bills 570-573, under lead sponsor Sen. Dave Hildenbrand (R-Lowell Chtr. Twp.), received final passage in mid-December. Together, they're meant to address filing issues that have occurred in the past few years. These issues have prompted the Legislature each year to extend the eligible manufacturing personal property filing deadline several months each time.

The legislation clarifies that documents must be postmarked by the Feb. 20 deadline, rather than the current requirement that it must be in the hands of the township assessor by that deadline. An assessor may accept a late application as long as it's postmarked by Feb. 20. If it's not postmarked by that date, an application can be filed directly with the March board of review for good cause. The bills also apply the Feb. 20 deadline to the small parcel exemption and the annual statement of personal property.

Serving the Government Market in

- Engineering
- Surveying
- Master Planning
- GIS
- Drafting
- Environmental

Ryan Ysseldyke, P.E.
Land Development Group Mgr.
616-392-5938

HOLLAND
ENGINEERING
HollandEngineering.com

Supplemental money to help address water contamination and brownfield remediation

An appropriations measure was approved in the final days of session to assist communities with possible chemical water contamination with environmental cleanup and public health impacts.

House Bill 4320, sponsored by Rep. Laura Cox (R-Livonia), awaits Gov. Rick Snyder's signature. The bill includes a supplemental appropriation to address concerns about elevated levels of a possibly carcinogenic substance, polyfluoroalkyl substance, found in at least 14 communities with wells, including **Plainfield Charter Township** (Kent Co.) and areas surrounding the Oscoda Air Base. Funding will be utilized for remediation and response activities as well as community water supply and sampling.

Additional funding—\$10.7 million—in the supplemental will be used for a pilot program to implement drinking water improvements, such as service line replacements, and \$14.7 million for direct replacement of Clean Michigan Initiative funding for the brownfield remediation program.

Reimbursement for prosecution costs



Townships would be reimbursed for their expenses in handling more crimes under a bill awaiting enactment by Gov. Rick Snyder.

Senate Bill 44, sponsored by Sen. Goeff Hansen (R-Hart Twp.), was supported by MTA and received final passage in December. Once enacted, the bill will add multiple felonies to the

list of crimes for which the person convicted may be ordered to reimburse the state or a local unit for their expenses. These include first-degree retail fraud; a second or subsequent violation of second- or third-degree retail fraud; buying, receiving, possessing, concealing or aiding in the concealment of money, goods, property or motor vehicles known or believed to be stolen, converted or embezzled; and criminal contempt for failing to appear in court.

Reimbursable costs include the emergency response and prosecution of the violator, potentially allowing townships to offset some of their law enforcement costs, including transportation. The measure will take effect 90 days after enactment.

Police exempt from restrictions on restraining students

Law enforcement officers would not be held to state guidelines restricting the use of restraint and seclusion on students in schools under House Bill 5126.

The measure, sponsored by Rep. Daniela Garcia (R-Holland), received final passage and awaits enactment by Gov. Rick Snyder. Current law requires that the state develop a policy prohibiting school employees from using a mechanical restraint on students, even in emergencies. The use of any other restraint must be followed by a debriefing and consultation with the parent or guardian.

However, under HB 5126, law enforcement officers would be exempt from provisions that govern the use of restraint on students and the seclusion of students. The exemption will take effect 90 days after enactment.

New medical marijuana licensing emergency rules released

Recent emergency administrative rules offer guidance for both local units and potential medical marijuana licensees.

Last month, the state Department of Licensing and Regulatory Affairs (LARA) began accepting applications for medical marijuana operations to be licensed under the Medical Marijuana Facilities Licensing Act. The 2016 law provides a regulatory framework for medical marijuana facilities and gives townships and other local units the final say over whether any medical marijuana facilities are located in their jurisdiction, as well as the type and number of facilities.

The emergency rules, which were signed by Gov. Rick Snyder, provide guidance on just how this law will be implemented and are in effect for at least six months. LARA could also choose to extend them for another six months as they continue the process for creating permanent rules. More information can be found on MTA's "Medical Marijuana" webpage, on the members-only side of www.michigantownships.org (access via the "Index of Topics" under the "Answer Center" tab after logging in).



MONROE · CANTON · LANSING · DETROIT · TRAVERSE CITY



**Mannik
Smith
GROUP**
TECHNICAL SKILL.
CREATIVE SPIRIT.

- Civil | Structural Design
- Planning | Landscape Architecture
- Funding Assistance
- Environmental
- Geotechnical
- Construction Support
- Surveying

www.MannikSmithGroup.com

Legislative lowdown

A quick look at critical bills that MTA is following as they move through the legislative process. For a complete list, head to MTA's "Legislative Action Center" on the members portion of www.michigantownships.org, or look to our weekly and monthly newsletters sent to all MTA member officials.

SB 45: Property tax exemption—Expands disabled veterans property tax exemption to include property eligible for principal residence exemption if owned by a disabled veteran, decreasing local revenue. *MTA opposes.*

SB 157: Water works projects—Preempts local ordinances restricting or prohibiting the evaluation, comparison or use of certain pipe and piping materials. *MTA opposes.*

SB 258: Disaster & Emergency Contingency Fund—Increases statutorily required fund balance and increases cap on disaster assistance grants to local units. *MTA supports.*

SB 290: Election recounts—Increases recount fee when the percentage differential separating the winning candidate and petitioner is more than 5 percent of the total votes cast. *MTA supports.*

SBs 302-303: State land cap—Amends requirements for acquisition/disposition of state land; requires state to make full PILT before acquiring additional land; allows county resolution approval for purchase if full PILT payments not made. *MTA monitoring.*

SBs 305-310: Tax increment financing—Modifies capture of library mills to allow libraries to opt out of tax capture and redefines "obligation" to exempt library millages automatically. *MTA opposes.*

SB 329 & HB 4503: Land use/zoning preemption—Limits local zoning regulation of vacation rentals and short-term rentals. *MTA opposes.*

SB 400: 911 funding—Modifies the 911 Service Enabling Act to increase fees for 911, revises percentages for reimbursement and allows county commissions to assess a county charge to service users. *MTA supports.*

SB 578: Deed restrictions—Excludes private deed restrictions from being considered by Michigan Tax Tribunal when highest and best use of property considered subject to an assessment dispute. *MTA supports.*

SB 637: Small cell—Creates Small Wireless Communications Facilities Deployment Act that would standardize permits, fees, right-of-way use and other regulation of wireless service providers when utilizing the public right-of-way. *MTA opposes.*

HB 4077: Freedom of Information Act—Prohibits public bodies from commencing civil actions against entities making FOIA requests. *MTA opposes.*

HB 4184: Open Meetings Act—Clarifies physical presence required for vote, excluding emergency meetings and elected members called for military duty; allows board to waive one meeting for each member for good cause. *MTA neutral.*

HB 4290: Sewer backup liability—Amends definition for a sewage disposal system event, clarifies the identification of a design or construction defect in a sewage disposal system, and provides governmental agencies with expanded immunity in tort liability from system overflow or backup. *MTA supports.*

HBs 4359, 4370 & 4371: Special assessments—Allows townships to create special assessment district for private utility services. *MTA supports.*

HB 4397: Dark stores—Requires Michigan Tax Tribunal determinations to consider all three methods of appraisal in assessment disputes and prohibits deed restrictions on valuation of property. *MTA supports.*

HBs 4431-4432: Legislative subpoena—Expands legislative subpoena authority to include local public bodies. *MTA opposes.*

HBs 4539 & 4543: Ambulance quality assurance assessments—Eliminates quality assurance assessment on ambulance providers. *MTA supports.*

HBs 4609-4610: Disaster & Emergency Contingency Fund—Increases statutorily required fund balance and increases cap on disaster assistance grants to local units. *MTA supports.*

HB 4671: Election administration—Allows local or county clerk to conduct election activities for a local clerk if approved by the governing bodies of both participating entities. *MTA neutral.*

HB 4679 & SB 495: Legislative fiscal note—Would require fiscal notes to be prepared on the financial impact of legislation before legislative action or passage could occur. *MTA supports.*

HBs 4747-4748: Filing fee for township candidates—Provides option for individuals seeking township offices to pay a filing fee or file signature petitions to be on the ballot. *MTA supports.*

HB 4766: Open Meetings Act—Allows additional remedies for noncompliance to include attorney fees and allows a one-year window during which civil actions may be brought. *MTA opposes.*

HBs 4814-4815: Millage election limitation—Limits all millage ballot questions—including new, increasing and renewal millages—to November general elections after Dec. 31, 2017. *MTA opposes.*

HB 4888: Charitable donations—Expands recent law allowing solicitation in public roadways during daylight hours to include additional nonprofit organizations. *MTA monitoring.*

HB 5098: Rights-of-way—Requires local governments to provide one-year notification, and waive permit and inspection fees, and prohibits request for any study or survey when requesting the temporary or permanent relocation of facilities owned by an entity holding a license under the Michigan Telecommunications Act or a franchise under the Uniform Video Services Local Franchise Act. *MTA opposes.*

HB 5143: Alternative energy personal property tax exemption—Provides personal property tax exemption for alternative energy personal property (residential, agricultural, commercial and industrial). *MTA opposes.*

HB 5407: Semi open primary—Requires a voter to indicate which political party ballot he or she wishes to vote at primary election. *MTA neutral.*



Be here. Be heard. Be engaged.

MTA's 2018 Capital Conference January 31 | Lansing

Join MTA and fellow township officials for this important event where you will learn about legislative issues impacting townships— including municipal finance, medical marijuana, election law and more! Attendees will also have the opportunity to meet with state decision-makers and legislators. Establishing connections with state leaders has a tremendous impact on the political process. Remember, no one can tell your township's success story better than you! Join us in Lansing to ensure **YOUR** voice is heard.

Registration Form

- REGULAR** rate*: \$50 For paid registrations received **after** Jan. 17.
 - EARLY-BIRD** rate*: \$30 For paid registrations received **by** Jan. 17.
- In order to secure legislative appointments, registrations must be received by Jan. 24.*
- _____ (# registered) x \$ _____ (rate) = \$ _____

Name & Title

Name & Title

Township

County

Daytime Telephone

Email Address

Payment must accompany form in order to be processed.

Check enclosed (payable to MTA)

Charge to: (circle one) MasterCard VISA

_____ - _____ - _____ /

Card # Expires

Print Card Holder's Name

Signature

Please copy this form for additional registrants. Detailed agenda and driving directions can be found at www.michigantownships.org.



Send your completed registration form with payment to MTA, P.O. Box 80078, Lansing, MI 48908-0078; fax: (517) 321-8908. Or register online at www.michigantownships.org. Questions? Call (517) 321-6467.

Weathering the storm with community resilience

From the economy to climate change, many of the modern challenges faced by Michigan townships are influenced—if not driven—by global forces far beyond direct local control. Our farms and woodlands, critical built infrastructure, natural resources and social systems are intricately connected to and impacted by a wide range of global, regional and local forces. How can local communities, with both limited jurisdiction and resources, effectively respond—and thrive?

As has been explored in previous issues of *Township Focus*, one of the more proactive strategies is to pursue community resilience, or the sustained ability of a community to utilize available resources to respond to, withstand and recover from adverse situations, be it a bad storm or an economic shock. (A good primer on community resilience can be found in the September 2014 edition of *Township Focus*.)

In more recent years, resilience has become an umbrella term—if not a buzzword—for the planning and operational strategies needed to help communities meet the economic, social, environmental and climate challenges of the present and the future. A resilient township recognizes the

complexity of these interlinked systems and challenges, assesses its vulnerabilities, and takes proactive steps to reduce its sensitivities and exposures to hazards of all kinds. In examining and discussing its strengths, its weaknesses, and ways to improve upon both, a resilient township can better invest its precious time, effort and resources.

A focus on resilience offers a unique opportunity for townships to take a truly comprehensive approach to community planning, economic development and resource management. Townships and other communities all across the state can apply this approach to their own local circumstances.

A comprehensive resiliency handbook now available

Resilience encompasses a wide variety of topics and sectors, and principles of resilience can be beneficial at all levels of township government and throughout the greater community. A new resource, *The Planning for Community Resilience in Michigan Handbook*, was prepared in partnership between the nonprofit Land Information Access Association (LIAA) and the planning and engineering firm Beckett & Raeder, Inc., with additional input from the Michigan Association of Planning (MAP).

Built upon lessons learned over several years of resilience planning work around the state, development of the handbook was funded by the Michigan Coastal Zone Management Program, Department of Environmental Quality, Office of the Great Lakes; and the National Oceanic and Atmospheric Administration, U.S. Department of Commerce.

As such, the handbook is designed to be used as a reference tool by a diverse array of land-use policy and planning practitioners, highlighting local case studies and best management practices to help elected officials and other public servants identify policies and programs that make sense for their particular community. All of the topics covered in this article are explored in even greater detail in the resilience handbook, available as a free download at www.resilientmichigan.org/handbook.

Key resiliency topics

Not every township will have the exact same needs and priorities. For example, extreme heat events in more urbanized areas may demand resilient responses such as public cooling centers and increased tree canopy, while more rural areas may have greater concerns over preventing wildfire or protecting agriculture.

That said, there are nine key topics related to community resilience that touch most communities in Michigan:

1. Local governance and leadership
2. Gray and green infrastructure
3. Transportation
4. Local food and food systems
5. Housing and neighborhoods
6. Natural resources
7. Public health
8. Coastal processes (for coastal jurisdictions)
9. Energy

An effective township resilience strategy engages these diverse sectors and their stakeholders in a meaningful way, and presents implementable strategies for integrating resilience into plans, policies and initiatives.

State and local experts

Data and information sharing is paramount to any resilience-building effort undertaken by a community. Because of the interdisciplinary nature of topics that touch upon resilience,

SIX AVENUES FOR INTEGRATING RESILIENCY INTO LOCAL POLICIES, PLANS, AND PROJECTS

TOPIC	DOCUMENT TYPE
1 TRADITIONAL PLANNING	Master Plans Parks and Recreation Plans Neighborhood Plans Zoning Ordinances Downtown Development Plans
2 MULTI-JURISDICTIONAL AND REGIONAL	Natural Hazard Mitigation Plans Regional Management Plans Brownfield Redevelopment Strategies
3 GENERAL MUNICIPAL RESPONSIBILITIES AND ADMINISTRATIVE REVIEW	Stormwater Management Development and Redevelopment Proposals Capital Improvement Plans
4 POLICY AND ADVOCACY	Energy Planning and Policy Climate Actions Plans Aging in Place Affordable Housing Food Security
5 TRANSPORTATION	Corridor Plans Long-Range Transportation Plans Non-motorized Plans
6 NATURAL RESOURCES	Food Policy and Agricultural Preservation Watershed Management Plans Invasive Species Management Plans Forest Management Plans

All photos and graphics courtesy of LIAA.

each community will require different data and expertise to inform its efforts. Communities large and small throughout all regions of Michigan provide case studies—in fact, turn to pages 20 and 23 for two township examples.

There are experts working on resiliency planning and climate adaptation at the state and local level in Michigan (*a listing of such experts—while no means exhaustive—appears in the resiliency handbook*). These people, places and organizations are great places to start when gathering background information and identifying speakers to inform the community-education portion of your public engagement process.

Climate change and resilience

In some sectors, resilience strategies are explicitly tied to climate change and disaster response strategies. While a more holistic view of community resilience can be taken, climate change is a prime example of a direct threat to local well-being that is beyond the reach of total local control. That is, climate change is one of the biggest challenges to community resilience in both the short and long term, but resilience planning is one of the best ways to manage the intractable and unpredictable challenges of climate change at the local level.



Resilient Grand Haven

Resilient Grand Haven was a cooperative land use planning and community development project involving **Grand Haven Charter Township** (Ottawa Co.) and the City of Grand Haven. Under the project, new master plans were developed for both the township and the city. Although the two master plans have unique and separate goals and objectives, both master plans have identical information pertaining to the physical and social status and trends of the entire community, as well as detailed information about the potential impacts of increased storms and shoreline dynamics along their shared Lake Michigan coastline. As a result of this joint effort, the two jurisdictions agreed to conduct future amendments and revisions of the master plans together.

“Grand Haven Charter Township is the fastest-growing municipality in Ottawa County,” said **Stacey Fedewa**, the township’s community development director. “With the new master plan, the township has been able to stay in front of the development trend and ensure the end product aligns with the community’s goals and objectives.”

The township is currently in the process of drafting a new zoning ordinance to reinforce the resiliency goals established by the master plan. Other related endeavors include the employment of natural methods to stabilize an eroding shoreline in one of the township’s parks; a concerted effort to maintain compliance with all landscape plans, which is adding many new trees to the area; using vulnerability maps created during the master planning process to identify other areas in need of more tree canopy coverage; and educating developers about housing types that are in short supply in the township.

Fedewa said the Resilient Grand Haven planning process also led to some side benefits. “The process improved working relationships with the City of Grand Haven and created a gateway for the two municipalities to work together on a significant redevelopment project that spans jurisdictional boundary lines,” Fedewa said.

Climate change effects Michigan communities, including the impacts on extreme heat, heavy rain and flooding, severe winter storms, coastal dynamics and natural ecosystems.

When researching climate data for Michigan townships, the Great Lakes Integrated Sciences and Assessments Program (GLISA) is a great place to start. GLISA is a collaboration of the University of Michigan and Michigan State University funded by the National Oceanic and Atmospheric Administration (NOAA). GLISA is part of a national network of NOAA Regional Integrated Sciences and Assessments (RISAs) that focus on adaptation to climate change and variability. GLISA covers the Great Lakes region.

GLISA integrates climate information from a wide array of scientific fields, helps develop collaborations, and lends information and support to decision makers throughout the Great Lakes. To obtain data for your community, visit the GLISA website at <http://glisa.umich.edu>.

A planner’s responsibility to the principles of resiliency

Many of the tools township planners have been using for years are appropriate strategies for building community resilience. For example, the principles of Smart Growth that concentrate growth in compact, walkable centers reduce our dependency on fossil fuels, promote sustainable transportation and housing options, and help to preserve agricultural lands and natural spaces.

Economic diversification is a critical resilience strategy for townships, especially those that depend upon seasonal activities such as farming or tourism, or upon natural resources such as forestlands. As an example, many communities in northern Michigan that have historically benefitted from snowmobile tourism are actively seeking ways to expand and promote additional forms of recreation in the other seasons, as a buffer against less predictable weather in the winter. Farmers and foresters who have recognized shifts in weather and increases in invasive pests are modifying their practices and, in some cases, what they plant.

Another example is Low Impact Development (LID), a practice that planners and engineers have used for years to manage stormwater runoff. By designing small-scale stormwater control systems to replicate ecosystem services provided by the watershed, communities can reduce negative impacts to water quality and infrastructure from extreme precipitation events.

These and other ideas and policies are considered “actions of no regret,” because they often move a community toward resilience while simultaneously accomplishing other beneficial community goals.

SIX AREAS OF DATA CONCENTRATION FOR RESILIENCY PLANNING



Vulnerable populations

From a social equity standpoint, communities have a special responsibility to plan for populations that will be most negatively impacted by adverse situations. For example, research and data suggests that lower-income households will bear a disproportionate burden from climate change impacts, as these populations are often housed disproportionately in floodplains and live in older homes that are more susceptible to the impacts of flooding.

Rural communities don't have the same population concentrations as urban areas, but they are likely to have less access to employment centers, full-service grocery stores and critical human services.

Civic engagement

Civic engagement—discussed in detail in the December 2017 issue of *Township Focus*—is also a critical building block of community resilience. There are three key components of a successful resilience engagement effort: education, community input and data. When done well, township-wide engagement processes such as updating or developing a new master plan can provide useful touchpoints that can help engender resilience in a community's operations and policies.

Gathering data

Much of the basic data and mapping that informs a resilience planning process is similar to that of a traditional township planning process. However, there are some important additional data sets that should be collected. For example, demographic information should include data sets that help identify any sensitive populations in the community that may be most impacted by adverse events (e.g., residential areas that could be impacted by wildfire). Health data and trends are also useful in identifying issues in the built environment that may be amplified by adverse events.

Townships make a plan

The following townships are those with climate actions plans, resiliency plans, and/or sustainability plans, either in process or adopted as of April 2017. Some 31 additional communities around the state have such plans as well.

- **Baraga Township** (Baraga Co.)
- **Frenchtown Charter Township** (Monroe Co.)
- **Grand Haven Charter Township** (Ottawa Co.)
- **Hamlin Township** (Mason Co.)
- **Meridian Charter Township** (Ingham Co.)
- **Monroe Charter Township** (Monroe Co.)
- **Pere Marquette Charter Township** (Mason Co.)

KEY RESILIENCY PLANNING TOOLS

1

VULNERABILITY ASSESSMENTS

Vulnerability assessments are aimed at collecting a wide variety of useful information to increase community resilience by reducing human and community vulnerabilities. Combining measures of sensitivity and exposure, the assessment generally includes consideration of factors such as demographics, environmental conditions, locations of critical facilities and essential services, and the built environment.

2

WEIGHING RISK

Because local communities have significant constraints on funding and resources, it is useful to identify the relative risk that impacts of climate change could pose to a community. Some impacts are very unlikely, but would have catastrophic effects on a community if they were to occur. On the other hand, some impacts are less severe, but are much more likely to occur. A Risk Assessment can help communities plan for an uncertain future.

3

SCENARIO PLANNING

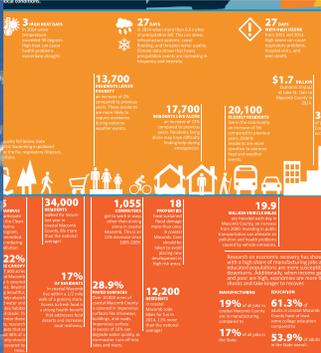
Scenario planning is a method that helps participants look forward in time and consider a series of plausible futures that the community may be forced to respond to. While there is inherent uncertainty associated with scenario planning, it is generally informed by considering social, economic, environmental, and political trends.

4

TRACKING METRICS

Communities that set ambitious goals and track their progress are more likely to achieve beneficial changes. The metrics that are most useful to track will differ from community to community, depending on the issues that are most relevant to the community, the goals prioritized by the community, and the data that is most readily available in the community.



Finally, a detailed inventory of the natural and built environment will help in identifying infrastructure deficiencies and natural ecosystem services that could be enhanced through better land-use policies.

Data that is useful to collect when undertaking a resilience planning effort includes climate projections, health statistics, demographic trends, and detailed inventories of natural resources and public infrastructure—they all have implications for the overall resilience of a community. The maps and data sets can help township officials and citizens better understand vulnerabilities and inform priority goals and policies.

A resiliency planner's toolbox

There are a number of tools available to help evaluate the relative risks and vulnerabilities that a township faces, and to track changes in risks and vulnerabilities over time. As outlined in the chart above, assessing vulnerability, weighing risk, developing scenarios and tracking metrics are four key strategies.

Ideas for implementation

When it comes to implementation in a township, there are land-use planning and policy tools that are most suitable for integration with a resilience planning effort. The diversity of planning projects throughout a given township will vary by timeframe, implementing entity and geographic

scope, offering a fully comprehensive picture only when taken together. However, each of these efforts serves a specific purpose for the township, and understanding them individually and as components of a whole is a key to using them effectively and to their highest benefit for the township. (See chart on page 23.)

Planning for and developing a township with resilience in mind helps to cut big, unwieldy problems down to size. Resilient townships are able to learn from adversity and adapt quickly to change, thereby limiting harm that might arise from the change and making the most of the new conditions. By proactively adapting to changing circumstances, townships in Michigan can go beyond merely surviving challenges; they can thrive.



Harry Burkholder, Executive Director, and **Matt Cowall**, Communications Director, LIAA, Traverse City

For more information, contact LIAA at (231) 929-3696 or info@liaa.org, or visit www.liaa.org. Download the Planning for Community Resilience in Michigan Handbook at www.resilientmichigan.org/handbook.

Zoning for a resilient waterfront in Hayes Township

Located at the northern edge of Charlevoix County, **Hayes Township** is blessed with over seven miles of Lake Michigan shoreline, nine miles of Lake Charlevoix frontage, and Susan Lake, a pristine inland lake. Responding to lakefront development pressure, fluctuating Lake Michigan water levels, and more intense precipitation events, the township is taking a proactive approach to protecting water quality.

In the fall of 2016, Hayes Township hired an engineering firm to update the shoreline protection provisions in its zoning ordinance. Special emphasis was placed on education and outreach to ensure the updated provisions would be feasible and supported by residents. To better understand the level of awareness that property owners have of existing regulations and to explore options for future consideration, a survey was sent to all waterfront property owners. The results of the survey indicate widespread support for actions like prohibiting pesticides, removing invasive species and restricting the location of septic systems.

The planning commission is using this information to update zoning ordinance language as it pertains to the shoreline protection strip (50 feet landward of the ordinary high water mark). To ensure adherence to the ordinance while still allowing some degree of flexibility, the township has developed an innovative new review process for waterfront



development. An advisory subcommittee made up of an outside expert from Tip of the Mitt Watershed Council and two planning commissioners will review each landscaping plan with the goal of “promoting the gradual, systematic, and long-term restoration of the shoreland protection strip.” Through this process, the subcommittee and applicant will work together to agree on a plan that will meet the needs of the resident while still guaranteeing the outcomes required by the ordinance.

INCORPORATING RESILIENCE INTO PLANS AND POLICIES

<p>1</p> <p>MASTER PLAN</p>	<p>2</p> <p>ZONING ORDINANCES</p>	<p>3</p> <p>PARKS AND RECREATION PLAN</p>	<p>4</p> <p>SITE PLAN REVIEW</p>
<p>5</p> <p>CAPITAL IMPROVEMENT PLAN</p>	<p>6</p> <p>WATERSHED MANAGEMENT</p>	<p>7</p> <p>GHG EMISSIONS PLANS</p>	<p>8</p> <p>NATURAL HAZARD MITIGATION</p>

January workshops help define board roles, determine what your residents really want



Join MTA in Jackson on Jan. 16-17 and gain insights into how your role as a board member relates to the board as a whole. We'll help your township identify which services are most important to the residents you serve and manage the risks inherent with those services. Register for one (or both!) of the sessions described below:

Township Board Roles & Relations

(B-101; 4 credits)

Jan. 16 from 1 to 4:30 p.m.

(includes lunch served at noon)

- Examine relationships among board members, appointed and elected officials, and with your community
- Discuss the roles of watchdog, supporter, planner, communicator and manager
- Identify the fundamentals of leadership and the ethical standards specific to public servants

Presented by Larry Merrill, MTA Executive Director

At Your Service: Meeting Township Needs (F-101; 6 credits)

Jan. 17 from 9 a.m. to 4 p.m.

(includes continental breakfast & lunch)

- Discover the role, authority and legal requirements of the township board in providing services
- Explore funding options and risk management responsibilities
- Evaluate whether your township's services are effectively serving your community

Presented by Attorney Steve Mann, Miller Canfield Paddock & Stone, PLC (and former trustee, Plymouth Charter Township, Wayne Co.) and governance expert Susan Radwan, Owner, Leading Edge Mentoring

Registration materials are available at www.michigan townships.org.



Both courses are part of MTA's Township Governance Academy (TGA), designed to enhance your leadership skills and motivate you to take on the challenges and opportunities unique to those serving as an elected official. Uncertain whether TGA is for you? Try it! You do NOT have to be enrolled in TGA to attend the courses. Credit will be assigned retroactively.

MTA county chapters: Reserve your Annual Conference hospitality suite now

Is your MTA county chapter interested in hosting a hospitality suite during the MTA Annual Educational Conference & Expo, held April 23-26, 2018, at the Grand Traverse Resort in **Acme Township** (Grand Traverse Co.)? Hospitality suites can provide an ideal spot to network with fellow township officials after a long day of learning. A limited number of suites are available to rent during the Conference.

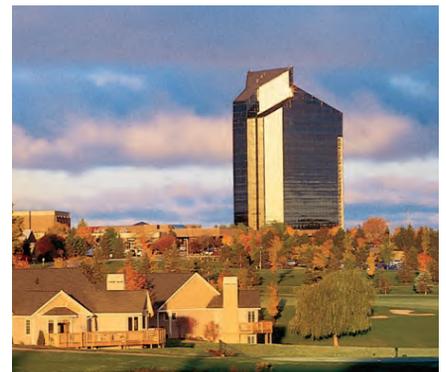
Don't wait to make your reservations for MTA county chapter suites! Unused suites will be made available to sponsors and exhibitors soon, and availability is not guaranteed. Several different types of suites are available at the host hotel, the Grand Traverse Resort, at discounted rates.

To make a reservation or for more information, call (517) 321-6467 or email kristin@michigantownships.org.

NOTE: All suite reservations must be made through MTA. Do not contact the host hotel directly, as the hotel staff will be unable to assist you.

NOTE: All suite reservations must be made through MTA. Do not contact the host hotel directly, as the hotel staff will be unable to assist you.

NOTE: All suite reservations must be made through MTA. Do not contact the host hotel directly, as the hotel staff will be unable to assist you.



Volunteers needed for 2018 Conference

Would you like to get more involved in the 2018 MTA Annual Educational Conference, while also providing a service to your colleagues? If so, consider serving as a sergeant-at-arms (SAA) volunteer or ambassador during the Conference, held April 23-26 in **Acme Township** (Grand Traverse Co.). All MTA members attending Conference are eligible to volunteer.

SAA duties include distributing handouts and evaluation forms for an education session, monitoring session rooms, and collecting evaluation forms. Conference ambassadors may sign up to assist with welcoming and directing attendees to registration upon arrival.

For more information or to volunteer, call Kristin Kratyk at (517) 321-6467, or email kristin@michigantownships.org. Please let us know of your interest as soon as possible, or sign up online at www.bit.ly/2018MTAVolunteer.



Scholarships available for MTA's Township Governance Academy

Whether you're already enrolled in MTA's Township Governance Academy, or it's something you or your fellow board members are considering, scholarships are available to assist with costs for this comprehensive credentialing program.

A limited number of scholarships, up to \$1,000 each, are available to assist elected officials from MTA-member townships that may not be in a financial position to provide the funding necessary for completion of the program. **Applications are due March 1.**



MTA thanks scholarship sponsors **BS&A Software, Burnham & Flower Insurance Group, Foresight Group and ITC Holdings Corp.** for funding the scholarship program.

Download the scholarship application at www.michigantownships.org (click on "Township Governance Academy" under the "Training" tab on the members-only section, and select the TGA scholarship link in the right column), or call (517) 321-6467 to have an application sent to you.

A scenic view of a lake with trees on the shore under a blue sky with light clouds.

2018 UP North Summit

July 25-26
Island Resort & Conference Center,
Harris

Save the date for MTA's 2018 UP North Summit. Join us for two days of premier education and networking fun in the splendor of Michigan's Upper Peninsula.

Watch MTA publications and www.michigantownships.org for updated information, including registration details and session descriptions.

Mika Meyers PLC

Attorneys at Law



Legal counsel that helps local government work effectively.

Our Local Government Law practice group works with local governments and public authorities to ensure the efficient and cost-effective delivery of vital public services. We provide specialized legal expertise in areas as diverse as zoning and land use planning, bond issues, special assessments, tax increment financing, DDAs and other public authorities, labor contracts and arbitration, employee benefits, elections, environmental regulation and many other matters affecting local governments. For more than 50 years, skilled Mika Meyers attorneys have helped public-sector entities meet the ever-increasing demands of their constituents and communities.

For more information on how our **Local Government Law** team can assist your community, visit mikameyers.com.



900 Monroe NW Grand Rapids, MI 49503 (616) 632-8000

mikameyers.com

2018 Board of Review Training

REGISTRATION INFORMATION

To assist board of review members, alternates, supervisors and assessors in preparing for 2018 board of review sessions, MTA is conducting half-day *Board of Review Training* at 13 locations throughout the state.

Concurrent sessions offered at each location allow participants to choose the appropriate level and topics of interest. The advanced session is geared to experienced board of review members, while the basic session acquaints newer board of review members with their statutory duties and requirements.

Dates and locations are:

- Feb. 6:** Crystal Mountain, Thompsonville
- Feb. 7:** The Shack, White Cloud
- Feb. 8:** Comfort Inn Conference Center, Mt. Pleasant
- Feb. 9:** Bavarian Inn Lodge, Frankenmuth
- Feb. 13:** Ramada Inn, Alpena
- Feb. 14:** Treetops Resort Conference Center, Gaylord
- Feb. 15:** Quality Inn Forward Conference Center, West Branch
- Feb. 20:** Magnuson Franklin Square Inn, Houghton
- Feb. 21:** Island Resort Conference Center, Harris
- Feb. 22:** Little Bear East Arena, St. Ignace
- Feb. 26:** Lansing Community College West Campus, Lansing
- Feb. 27:** Comfort Inn & Village Conference Center, Chelsea
- Feb. 28:** Fetzer Center at WMU, Kalamazoo



Download directions or register online at www.michigantownships.org.

Registration check-in and light lunch begin at 11:30 a.m. Sessions are held from 12:30 to 4:30 p.m.

Cancellation, Substitution & Switching Policy

Written cancellation requests received at the MTA office at least two weeks prior to the event date will receive a full refund. No refunds will be issued thereafter. You may switch workshop locations at no charge if you notify MTA of the change at least one week prior to the workshop; otherwise, a \$25/person fee will be assessed. You may substitute another individual from the same township for your registration at any time without incurring a charge; please notify MTA of the change.

Advanced Session: What's New and in Review

- Clarifying Qualified Errors
Take away organization tips for July/December meetings, including structure of agenda and decision-making
- 2018 procedural changes and STC bulletin review
- Resources from your assessor
- Changes to the AMAR
Review, audit and removal of exemptions

Instructor (varies by location):

Dulcee Atherton, Assessor/Deputy Treasurer, Marquette Charter Township (Marquette Co.), Michigan Advanced Assessing Officer
Shila Kiander, Director, Mecosta County Equalization, Michigan Advanced Assessing Officer & Michigan Certified Personal Property Examiner
Debby Ring, Michigan Master Assessing Officer & former assessor, City of Kentwood

The Basics: Getting Started Right

- Review of the assessment process
- Overview of the board of review's statutory authority
- Responsibilities of the assessor and township supervisor
- Understanding exemptions, what can be appealed and the documents used to review appeals
- How to listen to, and act on, protests
- What's new this year

Instructor:

Cindy Dodge, MTA Member Information Services Liaison & Michigan Certified Assessing Officer

SESSION CONTENT

SPECIAL DISCOUNT: Members may purchase a 2018 edition of MTA's comprehensive and updated *Board of Review Guide*, at a discounted rate of \$34.50, when registering for the class. The books will be distributed at check-in. A limited number will also be available for purchase on-site.



Registration Form

Please indicate which session EACH person will attend AND whether a book is desired.

TOWNSHIP	COUNTY		
NAME & TITLE	Attending: <input type="checkbox"/> Advanced <input type="checkbox"/> Basic	Need a book?	<input type="checkbox"/> Yes <input type="checkbox"/> No
NAME & TITLE	Attending: <input type="checkbox"/> Advanced <input type="checkbox"/> Basic	Need a book?	<input type="checkbox"/> Yes <input type="checkbox"/> No
NAME & TITLE	Attending: <input type="checkbox"/> Advanced <input type="checkbox"/> Basic	Need a book?	<input type="checkbox"/> Yes <input type="checkbox"/> No
NAME & TITLE	Attending: <input type="checkbox"/> Advanced <input type="checkbox"/> Basic	Need a book?	<input type="checkbox"/> Yes <input type="checkbox"/> No
TELEPHONE	EMAIL ADDRESS		

Which location will you attend?

- Feb. 6: Thompsonville
- Feb. 7: White Cloud
- Feb. 8: Mt. Pleasant
- Feb. 9: Frankenmuth
- Feb. 13: Alpena
- Feb. 14: Gaylord
- Feb. 15: West Branch
- Feb. 20: Houghton
- Feb. 21: Harris
- Feb. 22: St. Ignace
- Feb. 26: Lansing
- Feb. 27: Chelsea
- Feb. 28: Kalamazoo

NOTE: Payment must accompany form in order to be processed.

Check enclosed (payable to MTA)

Charge to: (circle one) MasterCard VISA

Card #	/	Expires
Print Card Holder's Name		Signature

REGULAR rate*: \$109 For paid registrations received after Jan. 25.

DISCOUNTED rate*: \$ 89 For paid registrations received by Jan. 25.

____ (# registered) x \$ ____ (rate) = \$ ____

____ (# of books) x (\$34.50/book*) = \$ ____

AMOUNT ENCLOSED = \$ ____

*Rate applies to MTA members; non-members, call MTA for rates.



Send your completed registration form with payment to MTA, P.O. Box 80078, Lansing, MI 48908-0078; fax: (517) 321-8908. Or register online at www.michigantownships.org. Questions? Call (517) 321-6467.



What are some helpful tips for preparing the township's annual W-2 forms this year?

Here are some practical steps to make sure that the information reported to the IRS/Social Security Administration and your employees is accurate:

The W-3 form is the total of all the W-2s issued to employees. This information should agree with the amounts reported quarterly to the IRS on Form 941.

Prior to issuing the W-2/W-3, townships should verify that these totals match by adding the information reported on quarterly 941 tax return forms, and compare them to the W-2/W-3 totals.

Here is a simple worksheet to help in the process:

941 REPORT						
			Line 5a		Line 5c:	
		FEDERAL INCOME TAX	SOC. SEC.	S.S. TAX	Medicare	MED. Tax
	WAGES		WAGES	12.4%	Wages	2.9%
	LINE 2	LINE 3	column 1	column 2	column 1	column 2
QTR 1						
QTR 2						
QTR 3						
QTR 4						
TOTAL	This total should agree to Box 1 on W-3	This total should agree to box 2 on W-3	This total should agree to box 3 on W-3	This total should agree to box 4 on W-3 x 2	This total should agree to box 5 on W-3	This total should agree to box 6 on W-3 x 2



Do we have to file the W-2s electronically?

Not necessarily. If the township issues 250 or less W-2 forms, it is still permissible to file the W-2s manually. Smaller townships should consider the Social Security Administration's (SSA) W-2 service. To do so, simply register online use the free software provided by the SSA. For more information, visit <https://www.ssa.gov/employer/bsohbnew.htm>



Do we have to report the cost of health care provided by the township on Form W-2?

The Affordable Care Act required employers to report annually the cost of providing health insurance to all covered employees, on their W-2s. While this information doesn't impact taxable income to the employee, it did create administrative burdens to employers. The

IRS has granted exceptions to this requirement for "small employers"—those issuing 250 W-2s or less are NOT required to report this information. Those townships issuing more than 250 W-2s and providing health care coverage are required to report the cost in box 12 of the W-2. These calculations are complex and we recommend you refer to IRS instructions on <https://www.irs.gov/affordable-care-act/form-w-2-reporting-of-employer-sponsored-health-coverage>.



Do our election workers receive W-2s or 1099 forms?

Election workers do not receive 1099s—they are employees of the township, and 1099 forms are issued to independent contractors. While election workers are employees, they are a very special class of employee under federal tax law:

- Payments to election workers are generally exempt from federal and state income tax withholdings (IRC Section 3401). **Note:** The amounts you pay election workers for services are taxable to them; they are merely exempt from income tax withholding for the amounts under the annual threshold below.
- Election workers making less than \$1,800 per year in 2017 are exempt from Social Security and Medicare taxes, even if the employment is covered by a 218 Agreement. This was changed by "Modification 975" to the state's master agreement with the SSA, and was effective Jan. 1, 2004.

If the above exemptions apply—that is no federal income, Social security or Medicare taxes were withheld—federal tax law does not require employers paying less than \$600 to these election workers to issue W-2s.

Information provided in *Financial Forum* should not be considered legal advice, and readers are encouraged to contact their township auditor and/or attorney for advice specific to their situation.



Answering the call for help

Andrew Linko gasped as he stepped out of the San Juan airport.

The **Brownstown Charter Township** (Wayne Co.) supervisor had seen plenty of video clips as news stations covered the devastation that Puerto Rico suffered from Hurricane Maria in October. But nothing had prepared him for what he saw in front of him.

Weeks after the hurricane made landfall, roads were still blocked with debris, and even concrete telephone poles had snapped in half. Linko caught a whiff of mold and raw sewage from the water that still covered low-lying areas. Trees and houses were mangled beyond recognition. Much of the island was still without power. And this was after weeks of relief efforts and cleanup.

Linko had felt excited as he boarded the plane for the two-week trip to help Puerto Rico residents recover from the storm. Looking around on the ground, though, he wondered what difference his two hands could make.

“I thought, wow, how much are we going to get done in two weeks? This is going to take five years,” Linko said.

For the next 14 days, Linko and 269 other United Auto Worker (UAW) volunteers performed triage on Puerto Rico villages ravaged by the Category 4 Hurricane Maria—the strongest storm to hit the island in 85 years. They worked 12-hour days repairing roofs, clearing debris and hooking up generators. They gave out their own mission-provided food, handing it out to hungry residents instead. At night they slept on cots in a basketball arena, resting up for another long day ahead.

But when friends ask Linko about his trip, he doesn’t focus on the extensive damage or the backbreaking labor he

experienced. To him, the spirit of the Puerto Rican people was even more striking. Whether he was asking questions of local elected officials or working with a family whose home was damaged, Linko saw resiliency. Hope. Gratitude. Everyone he met had no doubt that their island would rebound. They hadn’t forgotten what they’d lost, but they were thankful for volunteers’ help—so much that they were willing to give Linko and his fellow workers what little they had left.

“They were looking for hope,” Linko said. “They saw hope in us coming down there. They’re very resilient.”

A needed skillset

Linko has a long history of stepping up to help communities in their darkest hour. As a naval reservist in the Seabees, a construction battalion, he was often involved in mission work and relief efforts, including after Hurricane Andrew, a Category 5 storm, hit South Carolina in 1992. His most recent opportunity came through his full-time job as a Ford Motor Company electrician, where he’s a 23-year veteran. The UAW, through the AFL-CIO, was organizing a recovery mission, and they wanted electricians, plumbers, building trades workers, nurses and physicians to come.

With most of the island without power, Linko knew his particular skillset was needed on the mission. After getting his wife’s blessing, his next call was to his township deputy supervisor. She told him they’d manage the township just fine for two weeks, and he was only a phone call away if they needed him.

So on Oct. 4, Linko flew to Newark, N.J., where he met the other members of the 270-strong crew and boarded the plane after a rally. They were greeted in the San Juan airport with applause from local citizens, the media and even the mayor as word spread on why they had come.

'You just try to get as much done as you can'

At first, Linko felt helpless when he saw how dire the island's situation truly was. Luckily, the trip's coordinators had a plan. They worked closely with local elected officials, who knew where the need was greatest and directed them to homes and villages where they could make the greatest impact. Everyone agreed—because it rains in Puerto Rico nearly every day, roofing was a top priority. Linko had never even nailed a shingle to a roof, but he soon found himself perched atop a house that sat on the side of a mountain.

"I'm not scared of heights, but to climb up on a house that you don't know if it's secure, on the side of a mountain, that made me a little insecure," he said, with a laugh. "When I think about a lot of the things that I did, there were situations where I could have been hurt, but you don't think about it. You just try to get as much done as you can."

Each day, Linko and the other volunteers loaded up onto school buses and headed to a different work site with a police escort. Some days, they restrung telephone poles so that municipal workers could restore power. Another day, they installed a generator at a home where a man who had recently suffered a heart attack needed electricity for his oxygen machine. Meanwhile, the medical volunteers knocked on doors looking for anyone who needed first aid attention. Almost every day, they handed out food and water to residents.

Sometimes, their work meant making tough choices. Their materials and resources were extremely limited, and demand was high. So if the person in charge of a volunteer group thought their resources could make a greater impact somewhere else, they'd move on to another house. Those decisions were hard for Linko to swallow, but he understood that resources were scarce. Sometimes the volunteers would even improvise repairs from piles of scraps and debris.

Overwhelming gratitude

In spite of those hard decisions, Linko was blown away by the residents' gestures of gratitude. One elderly man whose roof was repaired could hardly contain himself when he saw what the volunteers had done. He ran into his house and brought out his own T-shirts, hoping to replace the volunteers' shirts that were soaked in sweat.

Another gesture will stay in Linko's mind forever. He and other volunteers were handing out food and water from their truck when a little girl walked up to him, crying and laughing all at once. Her family had just received food and water, so she handed Linko a miniature Puerto Rican flag. "Gracias," she said to him. It was all he could do to fight back the tears in his eyes.

Today, Linko is home in Brownstown Charter Township, but he tells everyone he can that the work in Puerto Rico is far from over. Whatever each person can do to help will make a difference. "It really does help," he said.

Scenes of devastation— and hope





Township flags inspire local pride, sense of history

When **Kayleigh Hutchings** saw MTA's Parade of Flags, she knew her township had to be part of it.

The **Paw Paw Township** (Van Buren Co.) deputy treasurer was attending her very first MTA Annual Educational Conference in Detroit in 2015. As she sat among the more than 1,000 attendees for the Conference's Opening Session, she was in awe of the sight of multi-colored flags streaming from the door to the stage as, one by one, townships were called by name. Immediately she leaned over to her fellow board members and asked, "Why aren't we up there?"

Their township didn't have a flag at the time. But to Hutchings, that was a problem that needed to be solved. With the blessing of their new supervisor, Hutchings got to work sketching a flag and researching the perfect company to help turn her dream into a reality.

Hutchings had the honor of carrying her township's brand new flag in MTA's Parade of Flags at the 2017 Annual Educational Conference at the Lansing Center in April (*pictured above*). Standing on stage, surrounded by nearly 50 other township officials, many of whom she'd never met, Hutchings knew she was right where she was supposed to be.

"I felt proud that we were up there, and that we made it," Hutchings said. "It's everything we wanted."

Many Michigan townships celebrate the essence of their community with a flag displayed at their township hall. In what many call the "most inspirational part of the Conference," MTA's Parade of Flags provides townships the opportunity to share a little part of their pride and history by taking part in the annual event. Some townships have had flags for decades and have participated each year. Others were inspired by the Parade of Flags to create their own.

Designing a flag was right in Hutchings' comfort zone. She describes herself as a creative person and had no trouble sketching out a glass of wine and fruit—items she and other board members felt represented their township, as wineries and agriculture are among what they are well known for.

The township's deputy clerk, **Rebecca Payne**, helped Hutchings get her design transferred to a computer. From there, they found a flag company in New Jersey that

specialized in creating flags for local governments. When Hutchings saw what the flag company had created, she was thrilled.

“It was perfect,” she said.

The township board overwhelmingly approved the flag and put it on display at the township hall. One gentleman who visited the township hall was so struck by the flag that he asked to buy one of his own to display at his home!

The design isn’t just limited to the flag—they’ve used it for their township letterhead too. The township also envisions making mini-flags to hand out at parades and help promote the township. Township staff even posed in front of the flag for their photos on the local unit’s website.

A passion project

A 36-year veteran of the **Buchanan Township** (Berrien Co.) board, Trustee **Lynn Ferris** has watched his share of Parades of Flags during his many trips to the MTA Annual Educational Conference. He always wished his township had a flag of its own to display in the parade. But when he became part of MTA’s Township Governance Academy (TGA), he decided to take action.

For his final TGA project, Ferris created a township flag. He joined forces with a local resident, Mario Palmisano, who had created a township logo long ago. The logo was already being used for the township’s letterhead. With Palmisano’s help, Ferris used that logo and a burgundy background to create the long-awaited flag.

Buchanan Township’s flag is also on display and will make its Parade of Flags debut this spring—with Ferris carrying it. How does he feel about his dream becoming a reality? Well,



Buchanan Township (Berrien Co.) Trustee Lynn Ferris (right) and resident Mario Palmisano display the township’s new flag. Palmisano designed the township logo, which now adorns the burgundy flag.

he can hardly put it into words.

“I don’t know if I can describe it. It brings a smile to my face,” Ferris said. “Being a part of it, and being part of Buchanan Township, means a lot to me.”

Let everyone know who you are

Creating a flag can be an empowering experience for a township. If your township doesn’t have one, Hutchings has a piece of advice: take steps today to make one.

“It gets your township on the map at MTA and lets everyone there know who you are,” she said. “I would recommend that everyone do it.”

Tips for creating your own township flag

Don’t have a flag? Here are some tips to get you started.

What size should the flag be?

The standard flag size is 3 feet-by-5 feet.

What should be on the flag?

Township flag designs cover a wide range of subjects. Michigan townships have designed flags with township logos, farms, sheep, bears, Great Lakes freighters and even buzz-saw blades. The flags commonly include the township name, its incorporation date, and a motto or the county name. Choose a design that represents what is unique or outstanding about your township.

You may consider holding a flag design contest for local schoolchildren, as many townships have done.

What’s the best way to make a flag?

There’s no one right way to make your flag. Is someone in your township

talented in sewing or another craft?

Some townships have produced hand-sewn or hand-painted flags. In some cases, townships produce their first flag by hand and then have additional flags made commercially, particularly for outdoor use.

There are two common commercial methods for making flags: appliquéd and screen-printed. Appliquéd flags are sewn together and may include embroidery. Screen-printed flags are printed with inks or dyes. The method you choose may depend on how many flags you plan to make, whether the flag will be used indoors or outdoors, and how complex the design is. If you want a single flag for use in the township hall and the Parade of Flags, an appliquéd flag may be the best choice. If your township wants several flags to use indoors and outdoors, screen-printing may be more economical.

How long does it take to make a flag?

The production method you choose and the complexity of your flag’s design will dictate the amount of time needed to produce a flag. On average, you should allow at least one month for the actual production.

What’s the average cost of a flag?

The price of a custom flag varies according to the production method, the design complexity and the number of flags you order. The township may wish to ask several flag companies for an estimate, based on your design. Flag accessories often come in sets that include a flag pole, base, tassel and an eagle or other finial for the top of the pole.

For more information on MTA’s Parade of Flags, contact Jenn Fiedler at (517) 321-6467 or email jenn@michigantownships.org, or turn to page 6 of the Conference registration brochure, included in this issue of *Township Focus*.

aroundthe**state**

townships in the spotlight



Spaulding Township

Spauldning Township (Saginaw Co.), which is adjacent to the City of Saginaw at Spaulding's north border, was established in 1858. Approximately 2,100 people call Spaulding Township home.



The productive soils of the area have been developed by many years of flooding and led to a rich history of agriculture. Many rivers make their way through Spaulding—creating benefits as well as challenges.

The township encompasses 27 square miles and hosts the 7,300-acre Shiawassee Flats National Wildlife Refuge. The refuge is managed primarily for waterfowl due to its natural features and proximity to many waterways.

The township established a volunteer fire department in 1955 and is still served by its volunteer members. A new fire engine has been added this year, which replaced both a 1972 and 1985 fire engine. An open house event was held in September to allow residents to check out the new fire engine along with other emergency response equipment. The

firefighters hosted a friendly competitive softball game against a team from the Saginaw County Sheriff Department.

Although mostly rural, the township supplies potable water to about 95 percent of its residents. Over time, the township has provided police services through its own department and contracts with the Saginaw County Sheriff Department. The township now hosts a sub-station for the sheriff at its township office.

Spaulding Township has a well-developed park, which offers play equipment for children, baseball diamonds and a pavilion for resident gatherings. The peak season for use of the park is during Little League season each spring. A township hall is also offered for many functions to serve the social needs of residents.

The township board has provided a long history of responsible and innovative leadership, which has allowed short-notice issues as well as long-term strategic initiatives to be handled in the best interest of the residents.



THANK YOU

2017 MTA-PAC CONTRIBUTORS*



Platinum

Judy Allen
Kevin Beeson
William Deater
Larry Merrill

Gold

Chris Barnett
Dennis Bragiel
Joanne Boehler
Kenneth Gauthier
Penny Haney
John Hinkle
Diane Randall
Richard Stauffer

Silver

Pauline Bennett
Edward Hak
Harold Koviak
Lawrence Krohn
John Lazet
Doug Mansfield
Doug Merchant
Denny Olson
Trish Roberts
Donald Rogers
Patti Schafer
Lance Schuhmacher
Sharon Schultz
James Stover

Bronze

Artie Bryson
Dorance Amos
Tracey Bartlett
Jean Beethem
Yulanda Bellinger
Ann Bollin
Joseph Boogren
Pat Brown
John Calhoun
Connie Cargill
Mindy Cole-Crocker
Justin Dickman
Belynda Domas
Mike Dombrowski
Omer Doran
James Drolett
Michael Flood, Jr.
Tom Frazier
Paul Gambka
John Gaudette
Steven Gerhardt
Carol Gillman
Joel Hondorp
Richard Hults
Barry June
Peter Kleiman
Desiree LaDuke
Andrew Linko
Warren Malkin
Ben Miller

Diane Morrison
James Nankervis
Bret Padgett
Thomas Paige
Louis Parsch
Jayne Passeno
Linda Preston
Marvin Radtke
David Sommers
Jeffrey Sorensen
Donni Steele
Janice Thelen
Al Titus
Rachel Vallance
Kathy Vosburg
Darlene Walch
Gary Wall
Robert Weise
Roger Wickerham

Member

Phillip Abney
Roy Aho
John Allison
Kimberly Anderson
Lisa Anderson
Michael Appel
Kim Arter
Carol Asher
George Augustyniak
Shirley Ball
Tammy Beal
Charles Beckwith
Scott Bennett
Debbie Binder
Jeane Blood
Daniel Bloom
Wanda Bloomquist
Dawn Bolock
Marsha Bouwkamp
Steve Boyd
Marilyn Brancheau
Gary Brandt
Timothy Braun
Alan Briolat
Charles Briolat
Edward Brosowski
Lee Brown
Brenda Buiskool
Frank Butts
William Carlson
Al Cavasin
John Chandler, Sr.
Judith Chimner
Dave Chrenka
Meryl Christensen
Ronald Cischke
Mary Clark
Janet Clark
Daywi Cook
Richard Cooper
Scott Cordes
Robert Corrin

Susanne Courtade
Ronald Cousino
John Cox
Stephen Crusoe
Kathy Curtis
Susan Daugherty
Benita Davis
Leroy Day
Thomas Deater
Kenneth DeWeerd
Izzy DiMaggio
Susan Dionne
Mary Beth Dixon
Kay Doerr
Richard Dougherty
Robert DuBois
Jerry Duck
Lyn Durant
Debbie Eckhout
Katie Parker-Ebbers
Steven Ebels
Sheryl Feazel
Bill Fink
Lori Fisher
Brigid Forlenza
Christi Foster
Paul Foust
Dawn Sawicki-Franz
Jerry Fritz
Judith Fusko
Christa Gardner
David Garvin
Sharon Ginder
Melissa Goschka
Larry Green
Gary Griewahn
Norman Groner
Fred Gunnell
Sandra Gustman
Robin Hanrahan
Robert Hanvey
Kenneth Harrington
Jeremy Hathcock
Rick Hayes
Donna Heeres
Robert Henshaw
Peggy Hoard
Herschel Hoese
Madalyn Joyce Hubble
Dennis Huehl
Scott Jarvis
Patrick Jenks
Ray Johnson
Steven Karpiak
Geraldine Kastl
JoAnne Kean
Mary Ellen Keel
Skip Keeter
Debra Keller
Anne Kennedy
Patrick Kittle
Melissa Klass
John Kohr

Linda Kramer
Dean Kruse
Gordon Kruskie
Roger Krzeminski
Walter Krzycki
Cathy Lane
Bethel Larabee
Pete LaRue
Thomas Lehman
Paul Lehto
Robert Lewandowski
Thomas Linjala
William Livingston
Judy Maiké
Lana Mangiapane
Patti Manninen
Jerry Marchetti
James Marion
Donald Martin
Robyn Maxson
David McCormick
Terry McIver
Melvin McNally
Tim Mickler
Maureen Middleton
Janet Milburn
Karyn Miller
Reggie Miller
Anne Milligan
Cindy Minnie
Todd Moeggenborg
John Morgan
LaDeana Morr
Penny Nelson
Dan Owens
Dennis Palgen
Tina Papineau
Terry Peck
James Peek
Scott Perry
Deborah Peterson
Gregory Petrimoulx
Molly Phillips
James Pitsch
Norm Poli
Stacy Loar-Porter
Melanie Priehs
Cheryl Prusakiewicz
Henry Rasmussen
Wesley Reinbold
Judith Reynolds
Rick Richardson
Dave Roberts
William Robinson
Linda Trombley-Robitaille
Sharon Rogers
Karen Rosa
Barbara Runyon
Linda Ruwersma
Patricia Sampier
Mary Sanders
Rita Sands
Pamela Schaedig

Bill Schumacher
Linda Schwehofer
John Seefeld
David Seeger
Roger Seely
Bill Seppanen
Robert Shaffer
Peter Shonka
Larry Simons
Kern Slucler
Terrie Smith
Charles Smith
Ronda Snyder
Donna Spenner
Kathy Spray
Mark Steinberg
Joseph Stevens
Edward Stielstra
Constance Stone
Marilyn Strickland
Ronald Styka
Kathy Sutton
Paul Swartzendruber
Roy Sweet
Carol Taylor
Janice Thelen
Kathy Thurman
Sheryl Tillitsen
Tom Tithof
Judith Trudell
John Tuttle, Sr.
Donald Ulsh
Tina VanBelle
Barb Vanderveer
Bradley VanHaitsma
Fred Vlietstra
Kenneth Vredenburg
William Wagner
Cinda Walton
Shirley Wazny
Teri Webber
Dale Weidmayer
David Wesoloski
Molly Whetstone
William White
Mark Wilkin
Alexander Williams
Monica Ross Williams
Armon Withey
John Wylie
Kevin Young
Jesus Yruegas
Sharon Zakrajsek
Jay Zollinger

Contribution Levels

Platinum	\$1000+
Gold	\$500-999
Silver	\$250-499
Bronze	\$100-249
Member	\$1-99

*As of Dec. 12, 2017



MICHIGAN TOWNSHIP PARTICIPATING PLAN



Municipal Office



- Largest Public Act 138 program in Michigan- Providing tailored Property/Casualty insurance coverages for public entities
- Underwritten by an A+ rated insurance carrier
- Supervised by a Michigan board of directors elected from the membership, by the membership
- Administered by Tokio Marine HCC Public Risk providing in-house underwriting, risk control and claims administration
- Servicing over 1300+ Michigan public entities

For more information please contact 1-800-783-3100 or visit our website www.theparplan.com

