

**SUMMERFIELD TOWNSHIP**

**9971 N. FINLEY LAKE AVE, HARRISON, MI 48625**

**REGULAR BOARD MEETING AGENDA**

**JANUARY 31, 2023**

**1. CALL TO ORDER/PLEDGE –**

**2. ROLL CALL**

Dan Wilhelm –

Mike Romatz -

Glenn Alexander –

Sheri Levy -

Jaclyn Hall -

**3. GUEST – Bronwyn Asplund**

**4. GUEST – DAVE HOFELING**

**5. GUEST – BILL SIMPSON – Road Commission**

**6. PUBLIC COMMENT –**

**7. Approve Agenda – Motion: 2<sup>nd</sup>:**

**8. CONSENT AGENDA: Motion: 2<sup>nd</sup>:**

A. PAYROLL-

B. ACCOUNTS PAYABLE

C. APPROVE MINUTES FROM: December 20, 2022, and Special Meeting December 28, 2022

**9. TREASURER REPORT –**

**10. CLERK REPORT**

A. FIRE/POLICE

**11. OLD BUSINESS**

**12. NEW BUSINESS –**

**13. RESOLUTION 2023-01 3<sup>RD</sup> QUARTER BUDGET AMENDMENT Motion: 2<sup>nd</sup>:**

Roll Call -

**14. RESOLUTION 2023-02 TREASURERS SALARY Motion: 2<sup>nd</sup>:**

**Roll call-**

**15. RESOLUTION 2023-03 TO IMPOSE 3% LATE PENALTY Motion: 2<sup>nd</sup>:**

**Roll call -**

**16. RESOLUTION 2023-04 GRANTING AND REMOVING REAL PROPERTY EXEMPTIONS**

**Motion: 2<sup>nd</sup>:**

**Roll call-**

**17. RESOLUTION 2023-05 ADOPT POVERTY EXEMPTION INCOME Motion: 2<sup>nd</sup>:**

**Roll call-**

**18. RESOLUTION 2023-06 WAIVE PENALTIES FOR NON-FILING OF PROPERTY TRANSFER**

**Motion: 2<sup>nd</sup>**

**Roll call-**

**19. RESOLUTION 2023-07 MICHIGAN CLASS ADDITIONAL INVESTMENTS Motion:**

**2<sup>nd</sup>:**

**Roll call-**

**20. RESOLUTION 2023-08 TOWNSHIP INVESTMENT AND DEPOSITORY Motion:**

**2<sup>nd</sup>:**

**Roll call-**

**21. APPOINT BOARD OF REVIEW MEMBER FOR 2023 & 2024. Motion 2<sup>nd</sup>:**

**Tom Rhinehart, Lori Bartel, Sherry Nichols**

**22. Adopt IRS mileage rate for 2022 @65.5 cents per mile. With Board approval before any mileage is paid. Motion                      2<sup>nd</sup>:**

**23.ADJOURN MEETING.**

---

**Jaclyn Hall, Summerfield Township, Clerk, Clare County**





**CLARE COUNTY SHERIFF DEPARTMENT**

Page 8

**INCIDENTS BY AREA  
DECEMBER 2022**

01/04/2023

| AREA | NUMBER THIS AREA | INCIDENT TYPE                                    | NUMBER THIS TYPE |
|------|------------------|--|------------------|
| 0014 | 25               | General Assistance                               | 2                |
|      |                  | Non-Aggravated Assault                           | 1                |
|      |                  | Obstructing Justice                              | 1                |
|      |                  | Suspicious Persons                               | 2                |
|      |                  | Traffic Accident                                 | 3                |
|      |                  | Traffic Stop                                     | 5                |
|      |                  | Trespass - Other                                 | 1                |
|      |                  | Vehicle/Object Road Hazard                       | 2                |
|      |                  | Accident, Fire                                   | 1                |
|      |                  | Ambulance Run                                    | 9                |
|      |                  | Car/ Deer Accident                               | 2                |
|      |                  | Conservation                                     | 1                |
|      |                  | General Assistance                               | 4                |
|      |                  | Larceny - Other                                  | 1                |
| 0015 | 112              | Missing Persons                                  | 1                |
|      |                  | Motorist Assist                                  | 1                |
|      |                  | Non-Aggravated Assault                           | 1                |
|      |                  | Suspicious Persons                               | 2                |
|      |                  | Traffic Stop                                     | 1                |
|      |                  | Trespass - Other                                 | 1                |
|      |                  | Accident, Fire                                   | 1                |
|      |                  | Ambulance & Rescue                               | 23               |
|      |                  | Ambulance Run                                    | 1                |
|      |                  | Animal Control Complaint                         | 4                |
|      |                  | BOL Wrong Way Driver                             | 1                |
|      |                  | Be On the Look Out                               | 6                |
|      |                  | CSC I Penis/ Vagina                              | 1                |
|      |                  | Car/ Deer Accident                               | 3                |
|      |                  | False Alarm Activation                           | 1                |
|      |                  | General Assistance                               | 5                |
|      |                  | Intimidation/ Stalking                           | 4                |
|      |                  | LINES DOWN                                       | 1                |
|      |                  | Larceny - Other                                  | 1                |
|      |                  | Missing Persons                                  | 1                |
|      |                  | Motorist Assist                                  | 1                |
|      |                  | Natural Death                                    | 1                |
|      |                  | Non-Aggravated Assault                           | 5                |
|      |                  | Obstructing Justice                              | 2                |
|      |                  | Off Road Vehicle Complaint                       | 1                |
|      |                  | Operating Under the Influence of Liquor or Drugs | 1                |
|      |                  | Paper Service                                    | 2                |
|      |                  | Property Check                                   | 7                |

SUMMERFIELD TOWNSHIP  
UNAPPROVED SPECAIL MEETING MINUTES

WEDNESDAY  
DECEMBER 28, 2022

1. PLEDGE/TIME: 12:04 pm

2. ROLL CALL:

Dan Wilhelm – Present  
Mike Romatz – Present  
Sheri Levy – Present  
Glenn Alexander – Present  
Jaclyn Hall - Present

3. APPROVE BOARD MEETING DATES FOR 2023: Motion Dan Wilhelm 2<sup>nd</sup> Glenn Alexander all in favor

4. TO ADD AN ADDITIONAL \$200 FOR BOOKING FEES TO ATTEND MTA CONFERENCE. Motion Sheri Levy 2<sup>nd</sup> Mike Romatz all in favor

5. CHECK SIGNER RESOLUTION: Motion Dan Wilhelm 2<sup>nd</sup> Glenn Alexander all in favor

6. ADJOURN: 12:08 pm

**SUMMERFIELD TOWNSHIP**

**9971 N. FINLEY LAKE AVE, HARRISON, MI 48625**

**UNAPPROVED REGULAR BOARD MEETING**

**DECEMBER 20, 2022**

**1. CALL TO ORDER/PLEDGE – 6:30**

**2. ROLL CALL**

Dan Wilhelm – Absent

Mike Romatz – Present

Glenn Alexander – Present

Sheri Levy - Present

Jaclyn Hall - Present

**3. GUEST – Bronwyn Asplund -n/a**

**4. GUEST – DAVE HOEFLING – n/a**

**5. PUBLIC COMMENT – n/a**

**6. Approve Agenda – Motion: Jaclyn Hall**

**2<sup>nd</sup>: Glenn Alexander all in favor**

**7. CONSENT AGENDA: Motion: Jaclyn Hall**

**2<sup>nd</sup>: Mike Romatz all in favor**

**A. PAYROLL-**

**B. ACCOUNTS PAYABLE**

**C. APPROVE MINUTES FROM: November 29, 2022, Regular Board Meeting**

**8. TREASURER REPORT – on file**

- **Appoint Denise Searight as Deputy Treasurer**

**9. CLERK REPORT**

**A. FIRE/POLICE – on file**

**10.OLD BUSINESS – n/a**

**11.NEW BUSINESS – n/a**

**12. MTA – 2022-23 Subscription Package not to exceed \$1900/year: Motion Jaclyn Hall**

**2<sup>nd</sup>: Glenn Alexander all in favor**

13. Michigan Chloride 2023 contract with up to 4 brines: Motion Sheri Levy 2<sup>nd</sup>: Glenn Alexander all in favor
14. City of Harrison Fire Contract for 2023 \$21520.44: Motion Glenn Alexander 2<sup>nd</sup>: Sheri Levy all in favor
15. MTA Annual Conference attendance of 5 members, April 17<sup>th</sup>-20<sup>th</sup>, (not to exceed \$2000) Motion Jaclyn Hall 2<sup>nd</sup>: Glenn Alexander all in favor
16. Book AirB&B housing for MTA Conference 4 nights not to exceed \$600. Motion Jaclyn Hall 2<sup>nd</sup>: Mike Romatz all in favor
17. Pay increase for Denise Searight to \$13.00/hr. starting January 1, 2023: Motion Sheri Levy 2<sup>nd</sup>: Jaclyn Hall all in favor
18. Increase wages for Tom Rhinehart and Mike Romatz for transfer station to \$15.00/hr. starting January 1, 2023. Motion Jaclyn Hall 2<sup>nd</sup>: Glenn Alexander all in favor
19. Township Policy Manual adding employee /Board Members job & duties description. Motion Jaclyn Hall 2<sup>nd</sup>: Mike Romatz all in favor
20. ADJOURN MEETING. 6:40 PM

\_\_\_\_\_ Jaclyn Hall, Summerfield Township Clerk



01/24/2023 11:14 AM  
User: JACLYN  
DB: Summerfield Twp

CHECK REGISTER FOR SUMMERFIELD TOWNSHIP HALL  
CHECK DATE FROM 01/01/2023 - 01/24/2023

Page: 1/1

| Check Date        | Bank | Check   | Vendor | Vendor Name                         | Amount   |
|-------------------|------|---------|--------|-------------------------------------|----------|
| Bank GEN GEN FUND |      |         |        |                                     |          |
| 01/03/2023        | GEN  | 124 (E) | 00121  | IRS                                 | 1,270.98 |
| 01/17/2023        | GEN  | 125 (E) | 00071  | STATE OF MICHIGAN - STATE INCOME TX | 745.46   |
| 01/18/2023        | GEN  | 126 (E) | 00071  | STATE OF MICHIGAN - STATE INCOME TX | 36.35    |
| 01/24/2023        | GEN  | 127 (E) | 00021  | EMC INSURANCE                       | 517.03   |
| 01/03/2023        | GEN  | 12088   | 00107  | SOM DISBURSEMENT UNIT-CHILD SUPPORT | 99.75    |
| 01/03/2023        | GEN  | 12089   | 00002  | AT&T                                | 175.68   |
| 01/03/2023        | GEN  | 12090   | 00064  | ELECTION SOURCE                     | 615.00   |
| 01/03/2023        | GEN  | 12091   | 00032  | HEINTZ PROPANE                      | 186.51   |
| 01/03/2023        | GEN  | 12092   | 00095  | TEAM FINANCIAL GROUP                | 465.29   |
| 01/04/2023        | GEN  | 12093   | 00017  | MTA                                 | 1,404.00 |
| 01/04/2023        | GEN  | 12094   | 00124  | MUNIWEB                             | 135.00   |
| 01/10/2023        | GEN  | 12095   | 00018  | CONSUMERS ENERGY                    | 282.30   |
| 01/10/2023        | GEN  | 12096   | 00032  | HEINTZ PROPANE                      | 506.49   |
| 01/10/2023        | GEN  | 12097   | 00033  | HUGHES NETWORK SYSTEM               | 120.73   |
| 01/10/2023        | GEN  | 12098   | 00068  | MVW & ASSOCIATES INC.               | 750.00   |
| 01/10/2023        | GEN  | 12099   | 00122  | VC3, INC                            | 265.60   |
| 01/11/2023        | GEN  | 12100   | 00011  | CLARE COUNTY EQUALIZATION           | 11.60    |
| 01/11/2023        | GEN  | 12101   | 00140  | GFL ENVIRONMENTAL                   | 870.31   |
| 01/11/2023        | GEN  | 12102   | 00017  | MTA                                 | 86.00    |
| 01/16/2023        | GEN  | 12103   | 00107  | SOM DISBURSEMENT UNIT-CHILD SUPPORT | 99.75    |
| 01/18/2023        | GEN  | 12104   | 00017  | MTA                                 | 39.00    |
| 01/24/2023        | GEN  | 12105   | 00141  | CONNIE HACKWORTH                    | 200.00   |

GEN TOTALS:

|                            |          |
|----------------------------|----------|
| Total of 22 Checks:        | 8,882.83 |
| Less 0 Void Checks:        | 0.00     |
| Total of 22 Disbursements: | 8,882.83 |

For Check Dates 12/31/2022 to 01/16/2023

| Check Date | Bank | Check Number | Name               | Check Gross | Physical Check Amount | Direct Deposit | Status  |
|------------|------|--------------|--------------------|-------------|-----------------------|----------------|---------|
| 12/31/2022 | PR   | 1900         | ALEXANDER, GLENN   | 130.00      | 120.06                | 0.00           | Open    |
| 12/31/2022 | PR   | 1901         | ROMATZ, MICHAEL    | 463.10      | 366.84                | 0.00           | Open    |
| 12/31/2022 | PR   | 1903         | HALL, JACLYN L     | 500.00      | 400.50                | 0.00           | Open    |
| 12/31/2022 | PR   | 1904         | MARTIN, TRISHA M   | 763.38      | 672.54                | 0.00           | Open    |
| 12/31/2022 | PR   | 1905         | LEVY, SHERILENE H  | 580.63      | 511.54                | 0.00           | Open    |
| 12/31/2022 | PR   | 1906         | SEARIGHT, DENISE K | 213.00      | 187.65                | 0.00           | Open    |
| 12/31/2022 | PR   | 1908         | RHINEHART, THOMAS  | 263.15      | 132.09                | 0.00           | Open    |
| 12/31/2022 | PR   | 1909         | WILHELM, DANIEL M  | 500.00      | 440.50                | 0.00           | Open    |
| 01/15/2023 | PR   | 1911         | ALEXANDER, GLENN   | 130.00      | 120.05                | 0.00           | Open    |
| 01/15/2023 | PR   | 1912         | ROMATZ, MICHAEL    | 190.00      | 125.46                | 0.00           | Open    |
| 01/15/2023 | PR   | 1913         | WILHELM, DANIEL M  | 500.00      | 440.50                | 0.00           | Open    |
| 01/15/2023 | PR   | 1914         | HALL, JACLYN L     | 500.00      | 440.50                | 0.00           | Open    |
| 01/15/2023 | PR   | 1915         | MARTIN, TRISHA M   | 802.13      | 706.68                | 0.00           | Open    |
| 01/15/2023 | PR   | 1916         | LEVY, SHERILENE H  | 580.63      | 511.53                | 0.00           | Open    |
| 01/15/2023 | PR   | 1917         | SEARIGHT, DENISE K | 217.75      | 191.84                | 0.00           | Open    |
| 01/15/2023 | PR   | 1918         | RHINEHART, THOMAS  | 371.55      | 227.58                | 0.00           | Open    |
| 12/31/2022 | PR   | 1902         | WILHELM, DANIEL M  | 0.00        | 0.00                  | 0.00           | Cleared |
| 12/31/2022 | PR   | 1907         | RHINEHART, THOMAS  | 0.00        | 0.00                  | 0.00           | Cleared |

## Totals:

|                        |                   |     |
|------------------------|-------------------|-----|
| Total Physical Checks: | Number of Checks: | 018 |
| Total Check Stubs:     | 18                |     |

6,705.32

5,595.86

0.00

**Resolution # 2023-01**

**Summerfield Township, Clare County, Michigan**

**Resolution To Amend 3rd Quarter Budget FY 2022-23  
by Summerfield Township Board:**

On January 31, 2023; the Summerfield Township Board authorized the following Budget Amendments.

Please see the attached amended budget worksheets.

Motion by:

Supported by:

Roll Call Vote to adopt the foregoing resolution, the following voted:

Supervisor Wilhelm: \_ \_

Clerk Hall: \_ \_

Treasurer Levy: \_ \_

Trustee Alexander: \_ \_

Trustee Romatz: \_ \_

Absent: \_\_\_\_\_

The Supervisor declared the resolution adopted on January 31, 2023.

I, Jaclyn Hall, Clerk of Summerfield Township, Clare County, Michigan, do hereby certify that the foregoing Resolution was adopted by the Board of Summerfield Township at a General Meeting here therein on January 31, 2023.

\_\_\_\_\_  
Jaclyn Hall, Clerk, Summerfield Township, Clare County, Michigan  
Resolution # 2023-01

Note: copy of attached worksheet to stay with amendment.



# SUMMARY (3rd Qtr) FY 22-23

## Fund 101 - GENERAL FUND

| Revenues                             | Original Budget | Current Budget | Increase     | Decrease     | New Budget    |
|--------------------------------------|-----------------|----------------|--------------|--------------|---------------|
| General                              | \$ 120,554.30   | \$ 121,087.30  | \$ 38,485.34 | \$ 35,534.49 | \$ 124,038.15 |
| Expenses                             | Original Budget | Current Budget | Increase     | Decrease     | New Budget    |
| Dept 101 - TOWNSHIP BOARD            | \$ 24,287.99    | \$ 25,002.42   | \$ 1,978.66  | \$ -         | \$ 26,981.08  |
| Dept 171 - SUPERVISOR                | \$ 13,088.00    | \$ 13,192.00   | \$ -         | \$ -         | \$ 13,192.00  |
| Dept 215 - CLERK                     | \$ 32,796.30    | \$ 32,796.30   | \$ -         | \$ 4,541.35  | \$ 28,254.95  |
| Dept 223 - AUDITOR                   | \$ -            | \$ -           | \$ -         | \$ -         | \$ -          |
| Dept 247 - BOARD OF REVIEW           | \$ 1,842.24     | \$ 1,842.24    | \$ -         | \$ -         | \$ 1,842.24   |
| Dept 253 - TREASURER                 | \$ 23,379.44    | \$ 23,535.44   | \$ 2,350.00  | \$ 2,350.00  | \$ 23,535.44  |
| Dept 257 - ASSESSOR                  | \$ 18,159.76    | \$ 18,160.76   | \$ 643.82    | \$ 4,833.33  | \$ 13,971.25  |
| Dept 262 - ELECTIONS                 | \$ 3,785.07     | \$ 5,533.23    | \$ 940.99    | \$ 373.53    | \$ 6,100.69   |
| Dept 265 - TOWNSHIP HALL & GROUND    | \$ 10,815.43    | \$ 12,925.17   | \$ 1,351.41  | \$ -         | \$ 14,276.58  |
| Dept 448 - UTILITIES-STREET LIGHTING | \$ 300.00       | \$ 300.00      | \$ -         | \$ -         | \$ 300.00     |
| Dept 567 - CEMETERY                  | \$ 1,565.03     | \$ 1,565.03    | \$ -         | \$ -         | \$ 1,565.03   |
| Dept 701 - PLANNING COMMISSION       | \$ 915.92       | \$ 915.92      | \$ -         | \$ -         | \$ 915.92     |
| Dept 702 - ZONING ADMINISTRATION     | \$ 50.00        | \$ 50.00       | \$ -         | \$ -         | \$ 50.00      |
| Dept 751 - PARK                      | \$ 747.60       | \$ 747.60      | \$ -         | \$ -         | \$ 747.60     |
|                                      | \$ 131,732.78   | \$ 134,534.02  | \$ 7,264.88  | \$ 12,098.21 | \$ 131,732.78 |



# Fund 201 - ROAD FUND

| REVENUES | Original Budget | Current Budget | Increase | Decrease | New Budget    |
|----------|-----------------|----------------|----------|----------|---------------|
|          | \$ 46,425.00    | \$ 46,425.00   | \$ -     | \$ -     | \$ 46,425.00  |
| EXPENSES | Original Budget | Current Budget | Increase | Decrease | New Budget    |
|          | \$ 271,000.00   | \$ 271,000.00  | \$ -     | \$ -     | \$ 271,000.00 |

# Fund 206 - FIRE FUND

| REVENUES | Original Budget | Current Budget | Increase    | Decrease    | New Budget   |
|----------|-----------------|----------------|-------------|-------------|--------------|
|          | \$ 16,532.00    | \$ 16,532.00   | \$ -        | \$ -        | \$ 16,532.00 |
| EXPENSES | Original Budget | Current Budget | Increase    | Decrease    | New Budget   |
|          | \$ 22,680.00    | \$ 22,680.00   | \$ 4,840.44 | \$ 4,840.44 | \$ 22,680.00 |

# Fund 226 - RUBBISH FUND

| REVENUES | Original Budget | Current Budget | Increase  | Decrease  | New Budget   |
|----------|-----------------|----------------|-----------|-----------|--------------|
|          | \$ 24,200.00    | \$ 24,200.00   | \$ -      | \$ -      | \$ 24,200.00 |
| EXPENSES | Original Budget | Current Budget | Increase  | Decrease  | New Budget   |
|          | \$ 36,100.00    | \$ 36,100.00   | \$ 213.85 | \$ 213.85 | \$ 36,100.00 |

# Fund 285 - ARPA FUND

| REVENUES | Original Budget | Current Budget | Increase     | Decrease | New Budget   |
|----------|-----------------|----------------|--------------|----------|--------------|
|          | \$ 24,231.00    | \$ 24,231.00   | \$ 13,872.32 | \$ -     | \$ 38,103.32 |
| EXPENSES | Original Budget | Current Budget | Increase     | Decrease | New Budget   |
|          | \$ 13,510.00    | \$ 35,762.36   | \$ 2,340.96  | \$ -     | \$ 38,103.32 |

**Resolution to Establish Township Officers Salary**

**Resolution # 2023-02**

WHEREAS, pursuant to Michigan Compiled Law (MCL) 41.95(3), which provides that in a township that does not hold an annual meeting, the salary for officers shall be determined by the township board, and

WHEREAS, the board of Summerfield Township deems it desirable to adjust salary of the Township Treasurer to ensure the compensation for this position remains equitable and commensurate with the duties of said effective office, now

THEREOFER BE IT RESOLVED, that as of (January 31, 2023), the salary for the following township office shall be:

Treasurer:               \$12,000 annually  
                                  \$1,935 summer tax collection

The foregoing resolution offered by board member:

Supported by board member:

Upon a roll call vote, the following voted:

Supervisor Wilhelm: \_\_\_aye \_\_\_nay

Clerk Hall:               \_\_\_aye \_\_\_nay

Treasurer Levy:       \_\_\_aye \_\_\_nay

Trustee Alexander: \_\_\_aye \_\_\_nay

Trustee Romatz:       \_\_\_aye \_\_\_nay

The Supervisor declared the resolution adopted, January 31, 2023.

---

Jaclyn Hall, Summerfield Township Clerk



## Resolution # 2023-03

### Summerfield Township, Clare County, Michigan

#### Resolution to Impose 3% Late Penalty Charge on Property Tax Collections

WHEREAS, The Township of Summerfield, Clare County, Michigan is responsible for assessing ad valorem property taxes, collecting property tax levies, and handling review and appeal matters arising therefrom, and

WHEREAS, PA 206 of 1893, MCL 211.44(3), provides for imposition of a late penalty charge equal to 3% of the tax on all taxes paid after February 14 and before March 1, and,

WHEREAS, it is the desire of this Township Board to encourage the timely payment of taxes,

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Township Board of Summerfield Township that: The Township Board does hereby approve and authorize the imposition of a late penalty charge equal to 3% of the tax on all taxes paid after February 14 and before March 1.

**Option 1:** *Places a specific limit on the number of years you will impose the fee:* This resolution shall apply to the property tax levy that shall become a lien in 20\_\_, and shall continue in full force and effect for the year of 20\_\_.

**OR**

**Option 2:** *Does not require the board to act again unless they wish to stop imposing the fee:* This resolution shall apply to all property tax levies that shall become due in 20\_\_ or any year thereafter and this resolution shall continue in full force and effect unless and until revoked or rescinded by resolution of \_\_\_\_\_ Township Board.

Motion made by \_\_\_\_\_.

Seconded by \_\_\_\_\_.

Upon roll call vote the following voted:

"Aye": \_\_\_\_\_

*(list names of members voting "Aye")*

"No": \_\_\_\_\_

*(list names of members voting "No")*

The Supervisor declared the resolution adopted.

-----  
(*clerk's name*), Clerk



**RESOLUTION: 2023-04**  
**SUMMERFIELD TOWNSHIP**  
**CLARE COUNTY, MICHIGAN**

**RESOLUTION TO ADOPT PROCEDURES FOR GRANTING AND REMOVING REAL  
PROPERTY EXEMPTIONS**

To adopt procedures for granting and removing real property exemptions as described in Chapter 6: Property Tax Exemptions, Abatements and Tax Capture Authorities of the State Tax Commission Manual, Bulletin 7 of 2016 (Senior Citizen & Disabled Family Housing Exemption), Bulletin 26 of 2017 (Charitable Exemption), The Michigan Strategic Fund Board designates Too and Die Renaissance Recovery Zones pursuant to MCL 125.2688d & Nonferrous Metallic Minerals Extraction Severance Tax Act, (Act 410 of 2012), as attached hereto making them part of the resolution.

Vote: Trustee Mike Romatz \_\_\_\_aye \_\_\_\_nay  
Clerk Jaclyn Hall \_\_\_\_aye \_\_\_\_nay  
Supervisor Dan Wilhelm \_\_\_\_aye \_\_\_\_nay  
Treasurer Sheri Levy \_\_\_\_aye \_\_\_\_nay  
Trustee Glenn Alexander \_\_\_\_aye \_\_\_\_nay

Certification: \_\_\_\_\_

Jaclyn Hall, Clerk, Summerfield Township

Adopted: January 31, 2023

**Resolution Number: 2023-06**

**Summerfield Township, Clare County. Michigan**

**Resolution to Waive Penalties for Non-Filing of Property Transfer Affidavits under  
MCL 211.27b**

WHEREAS, MCL 211.27a(10) requires the buyer, grantee, or other transferee of the property shall notify the appropriate assessing office in the local unit of government in which the property is located of the transfer of ownership of the property withing 45 days of the transfer of ownership, on a form prescribed by the state tax commission that states the parties to the transfer, the date of the transfer, the actual consideration for the transfer, and the property's parcel identification number or legal description and WHEREAS, MCL 211.27b(1) requires that if the buyer, grantee, or other transferee in the immediately preceding transfer of ownership of property do not notify the appropriate assessing office of the transfer, then penalties as described in MCL 211.27b(1)(c) or (d) are levied and WHEREAS, MCL 211.27b(5) provides that the governing body of a local tax collecting unit may waive, by resolution, the penalty levied under MCL 211.27b(1)(c) or (d). NOW THEREFORE BE IT RESOLVED that the Township of Summerfield waives the penalty for failure to file the Property Transfer Affidavit following a transfer of ownership pursuant to the local unit's authority contained in MCL 211.27b.

Vote: Trustee Mike Romatz \_\_\_ aye \_\_\_ nay

Clerk Jaclyn Hall \_\_\_ aye \_\_\_ nay

Supervisor Dan Wilhelm \_\_\_ aye \_\_\_ nay

Treasurer Sheri Levy \_\_\_ aye \_\_\_ nay

Trustee Glenn Alexander \_\_\_ aye \_\_\_ nay

Certification: \_\_\_\_\_  
Jaclyn Hall, Clerk

Adopted: \_\_\_\_\_

SUMMERFIELD TOWNSHIP  
**RESOLUTION NO. 2023-07**  
RESOLUTION TO APPROVE THE ADDITION OF MICHIGAN COOPERATIVE  
LIQUID ASSETS SECURITIES SYSTEM  
AS AN APPROVED INVESTMENT OPTION

WHEREAS, the Michigan Cooperative Liquid Assets Securities System (Michigan CLASS) is compliant with Public Act 20, and;

WHEREAS, the Michigan CLASS Board of Trustees oversees the pool and directs the pool administrator, Public Trust Advisors, to emphasize safety, liquidity, and convenience while providing diversification of investments and the advantage of a competitive return, and;

WHEREAS, Michigan CLASS investments are fully compliant with all appropriate Michigan investment laws, and;

WHEREAS, Michigan CLASS has over 600 funded participants ranging from the very large to the very small, with nearly \$3.5 billion in shares outstanding, and;

WHEREAS, this investment has no restrictions regarding withdrawals or contributions, affording Summerfield Township the ability to use Michigan CLASS as it best suits our individual needs.

NOW THEREFORE BE IT HEREBY RESOLVED that the Summerfield Township Board approves the Michigan Class Investment Pool as an authorized Investment institution and authorizes the Township Treasurer to complete the necessary paperwork to enroll in the pool.

Roll Call Vote:

|                     |     |     |
|---------------------|-----|-----|
| Supervisor Wilhelm: | yay | nay |
| Clerk Hall          | Yay | nay |
| Treasurer Levy      | yay | nay |
| Trustee Alexander   | yay | nay |
| Trustee Romatz      | yay | nay |

Absent \_\_\_\_\_

The Clerk, Jaclyn Hall declared the resolution adopted. On this day, the 31<sup>st</sup> of January 2023.

I, Jaclyn Hall, Clerk of Summerfield Township, Clare County, Michigan, do hereby certify that the foregoing Resolution was adopted by the Board of Summerfield Township at a General Meeting here therein on January 31, 2023

---

Jaclyn Hall, Clerk  
Summerfield Township, Clare County



## SUMMERFIELD TOWNSHIP

### RESOLUTION # 2023-08

#### Township Investment and Depository Designation Resolution

WHEREAS, the Board of Summerfield Township, Clare County, in exercising its fiduciary responsibilities desires to safeguard the funds of the Township that may be invested from time to time, and

WHEREAS, Public Act 77 of 1989, MCL 41.77 requires that the Township Board designate the banks or depositories for the money belonging to the Township, including the time for which the deposits shall be made and all details for carrying into effect the authority given in this act, and

WHEREAS, Public Act 196 of 1997, MCL 129.91, *et seq.*, requires township boards, in consultation with the Township Treasurer, to adopt an investment policy, now

THEREFORE BE IT RESOLVED that this policy is applicable to all public funds belonging to Summerfield Township and in the custody of the Township Treasurer.

BE IT FURTHER RESOLVED that the Summerfield Township Treasurer is authorized to manage funds belonging to the township, including depositing funds in approved financial institutions and administration of investments in conformance with MCL 41.77 and policies as set forth in this resolution.

BE IT FURTHER RESOLVED that the Board approves the following financial institutions as depositories of township funds: Isabella Bank and Members First Credit Union.

BE IT FURTHER RESOLVED that the Treasurer shall recommend financial institutions for approval for the safekeeping of Township funds based on an evaluation of the performance and solvency of the institution, as well as past performance in exercising due care and prudence in managing the custody of Township funds held in trust, if applicable. The Treasurer shall periodically evaluate approved and potential financial depositories and shall make recommendations as to appropriate changes in approved depositories when warranted.

In determining safekeeping and custody qualifications, financial institutions document a minimum capital requirement of at least \$10,000,000 and at least five years of operation. All financial institutions and brokers/dealers shall be pre-qualified by supplying the following:

- Audited financial statements
- Proof of NASD certification or FDIC insurance
- Proof of state registration
- Certification of having read, understood and agreement to comply with the Summerfield Township investment policy.

The Treasurer shall annually examine the financial condition and registrations of qualified financial institutions and brokers/dealers by obtaining annual updates of the information listed above.

BE IT FURTHER RESOLVED, That when the Treasurer's analysis of the Township's cash flow requirements reveal that surplus funds will not be required to meet current expenditures for a specific length of time, the Treasurer is authorized to make prudent investments for a length of time that will provide a reasonable return on investment yet ensure that such funds will be available when needed and will not be exposed to undue risk.



BE IT FURTHER RESOLVED, the Township Board may, at its discretion and upon the recommendation of the Township Treasurer, authorize the Township Treasurer to invest in the following investment instruments. However, the Township Treasurer is required to obtain approval from the Township if initial investment is to exceed \$50,000 (for example) or be increased beyond the \$50,000 threshold. The Treasurer is authorized to invest Township funds in the following instruments.

- (a) Bonds, securities, and other obligations of the United States or an agency or instrumentality of the United States.
  - (b) Certificates of deposit, savings accounts, deposit accounts, or depository receipts of a financial institution, but only if the financial institution is eligible to be a depository of funds belonging to the state under a law or rule of this state or the United States.
  - (c) Commercial paper rated at the time of purchase within the 2 highest classifications established by not less than 2 standard rating services and that matures not more than 270 days after the date of purchase.
  - (d) Repurchase agreements consisting of instruments listed in subdivision (a).
  - (e) Bankers' acceptances of United States banks.
  - (f) Obligations of this state or any of its political subdivisions that at the time of purchase are rated as investment grade by not less than 1 standard rating service.
  - (g) Mutual funds registered under the investment company act of 1940, title I of chapter 686, 54 Stat. 789, 15 U.S.C. 80a-1 to 80a-3 and 80a-4 to 80a-64, with authority to purchase only investment vehicles that are legal for direct investment by a public corporation. However, a mutual fund is not disqualified as a permissible investment solely by reason of either of the following:
    - (i) The purchase of securities on a when-issued or delayed delivery basis.
    - (ii) The ability to lend portfolio securities as long as the mutual fund receives collateral at all times equal to at least 100% of the value of the securities loaned.
    - (iii) The limited ability to borrow and pledge a like portion of the portfolio's assets for temporary or emergency purposes.
  - (h) Obligations described in subdivisions (a) through (g) if purchased through an interlocal agreement under the Urban Cooperation Act of 1967, Public Act 7 of 1967, (*Ex Sess*), MCL 124.501, *et seq.*
  - (i) Investment pools organized under the Surplus Funds Investment Pool Act, Public Act 367 of 1982, MCL 129.111, *et seq.*
  - (j) The investment pools organized under the Local Government Investment Pool Act, Public Act 121 of 1985, MCL 129.141, *et seq.*
- \*(if the policy authorizes investments in mutual funds, include the following):* Investments in mutual funds (*select either a or b*) (a) shall be limited to securities whose intention is to maintain a net asset value of \$1.00 per share. *or* (b) shall include securities whose net asset value per share may fluctuate on a periodic basis.

BE IT FURTHER RESOLVED, That the objectives of this policy are to:

- Maintain safety of principal of township funds;
- Maintain a diversified investment portfolio;
- Maintain adequate liquidity; and
- Achieve a market rate of return on relatively safe investment instruments.

To accomplish these objectives, decisions and actions involving the Township's investment portfolio shall meet the following criteria:

**Safety:** Safety of principal is the foremost objective of Summerfield Township's investment practices. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall investment portfolio. The Treasurer shall minimize credit risk by investing only in the safer types of securities, pre-qualifying financial institutions,



brokers/dealers, intermediaries, and advisers with whom the township will do business; and diversifying the investment portfolio so that the impact on the investment portfolio resulting from losses on individual securities will be minimized.

**Diversification:** The investments shall be diversified by avoiding over concentration in securities from a specific issuer or business sector (excluding U.S. Treasury securities). Investments shall have varying maturities. Investment instrument selection shall avoid high credit risks and shall include use of readily available funds such as local government investment pools or mutual funds to maintain sufficient liquidity.

**Liquidity:** The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated. Securities shall have maturity dates concurrent with cash flow needs. Securities with active secondary or resale markets, as well as money market mutual funds offering same-day liquidity for short-term funds shall also be used to ensure liquidity. The Treasurer shall minimize interest rate risk by avoiding the need to sell securities prior to maturity and investing operating funds primarily in short term-securities, money market mutual funds or similar public investment pools. Securities shall not normally be sold prior to maturity except to minimize loss of principal; to improve the quality, yield or target duration in the portfolio; or to meet liquidity needs.

**Return on Investment:** The investment portfolio shall be designed to attain a market average rate of return during budgetary and economic cycles while taking into account investment risk constraints and liquidity needs. Return on investment is of secondary importance compared to safety and liquidity objectives. The core of investments is limited to relatively low risk securities, and a fair rate of return relative to risk is assumed.

BE IT FURTHER RESOLVED, That the Treasurer shall make such investments and only such investments as a prudent person would make in dealing with the property of another, having in view the preservation of the principal and the amount and regularity of the income to be derived.

The standard of prudence to be used shall be the "fiduciary" standard and shall be applied in context of managing an overall portfolio.

BE IT FURTHER RESOLVED, The Treasurer may elect to have certificates and other evidence of investments held by a financial institution, provided that the financial institution presents to the Township Treasurer sufficient documentation and acknowledgment of the investment instruments held on behalf of the Township.

BE IT FURTHER RESOLVED that the Treasurer shall refrain from personal business activity that could conflict with the proper execution and management of township investments, or that could impair the Treasurer's ability to make impartial investment decisions.

BE IT FURTHER RESOLVED that the Treasurer shall provide on a **quarterly** basis a written report to the Township Board concerning the investment of Township funds. **(PA 213 of 2007 updated)**

BE IT FURTHER RESOLVED that the Township shall comply with all applicable statutory standards for investment of public funds as they now exist or as they may be subsequently amended. Any provision of this resolution that conflicts with applicable statutory requirements and standards is void.

Roll Call Vote to adopt the foregoing resolution, the following voted:

Wilhelm: \_\_\_\_\_

Hall: \_\_\_\_\_

Levy: \_\_\_\_\_

Romatz: \_\_\_\_\_

Alexander: \_\_\_\_\_

The Supervisor Dan Wilhelm declared the resolution adopted on January 31, 2023.

I, Jaclyn Hall, Clerk of Summerfield Township, Clare County, Michigan, do hereby certify that the foregoing Resolution was adopted by the Board of Summerfield Township at a General Meeting here therein on January 31, 2023.

---

Jaclyn Hall, Clerk, Summerfield Township, Clare County, Michigan  
Resolution # 2023-08





# IRS issues standard mileage rates for 2023; business use increases 3 cents per mile

IR-2022-234, December 29, 2022

WASHINGTON — The Internal Revenue Service today issued the 2023 optional standard mileage rates used to calculate the deductible costs of operating an automobile for business, charitable, medical or moving purposes.

Beginning on January 1, 2023, the standard mileage rates for the use of a car (also vans, pickups or panel trucks) will be:

- 65.5 cents per mile driven for business use, up 3 cents from the midyear increase setting the rate for the second half of 2022.
- 22 cents per mile driven for medical or moving purposes for qualified active-duty members of the Armed Forces, consistent with the increased midyear rate set for the second half of 2022.
- 14 cents per mile driven in service of charitable organizations; the rate is set by statute and remains unchanged from 2022.

These rates apply to electric and hybrid-electric automobiles, as well as gasoline and diesel-powered vehicles.

The standard mileage rate for business use is based on an annual study of the fixed and variable costs of operating an automobile. The rate for medical and moving purposes is based on the variable costs.

It is important to note that under the Tax Cuts and Jobs Act, taxpayers cannot claim a miscellaneous itemized deduction for unreimbursed employee travel expenses. Taxpayers also cannot claim a deduction for moving expenses, unless they are members of the Armed Forces on active duty moving under orders to a permanent change of station. For more details see [Moving Expenses for Members of the Armed Forces](#).

Taxpayers always have the option of calculating the actual costs of using their vehicle rather than using the standard mileage rates.

Taxpayers can use the standard mileage rate but generally must opt to use it in the first year the car is available for business use. Then, in later years, they can choose either the standard mileage rate or actual expenses. Leased vehicles must use the standard mileage rate method for the entire lease period (including renewals) if the standard mileage rate is chosen.



Notice 2023-03 [PDF](#) contains the optional 2023 standard mileage rates, as well as the maximum automobile cost used to calculate the allowance under a fixed and variable rate (FAVR) plan. In addition, the notice provides the maximum fair market value of employer-provided automobiles first made available to employees for personal use in calendar year 2023 for which employers may use the fleet-average valuation rule in or the vehicle cents-per-mile valuation rule.

*Page Last Reviewed or Updated: 29-Dec-2022*