

## Assyria Township Board Minutes January 2, 2018

A regular meeting of the Assyria Township Board was held at the Assyria Township Hall on, January 2, 2018. The meeting was called to order at 7:30 p.m. and the Pledge of Allegiance was recited.

Members present: M. Timmons, B. Miller, J. Miller and A. Terry  
Members absent: G. Waterbury

COUNTY COMMISSIONERS REPORT: Absent

PUBLIC COMMENT: None

Previous minutes reviewed and approved as written.

The bills were reviewed. Motion by Mike Timmons, Support by A. Terry to pay the bills.  
Roll call taken. All members vote YES.

CLERK:

Motion made by A. Terry, supported by B. Miller to pay Scott Higgins \$500.00 for digging a corrected interment grave.

TREASURER:

-Financial Statements presented

TRUSTEE: Jim Miller

- Discussion in regard to the dissolution of the Union Cemetery.
- The building project is on schedule, other than slight delay due to the extreme temperatures.

Motion made by M. Timmons, supported by J. Miller to sign Trumble Group's request for a change order for an additional \$10,495.00 to include residing and 1" foam sheathing under the siding of the existing hall.

M. Timmons, J. Miller and A. Terry vote YES  
B. Miller vote NO

ASSESSOR: Nothing to report

SUPERVISOR:

- Road Commission meeting @ 1:00 p.m. Thursday January 11, 2018.
- Beth Miller is appointed as Meeting Moderator while Mike Timmons is on medical restriction.
- Jim Miller will serve as Assyria's voting representative to the Fire Board and the Union Cemetery Association.
- Three applicants have applied for the Treasurer's position, a special meeting will be called within the next two weeks to interview each of them. The time and location of the meeting will be posted prior to the meeting. Once a decision has been made, the individual selected will be sworn in as deputy clerk and then sworn in as the Treasurer on Friday March 30, 2018.

- Discussion in regard to finding a part time Michigan Certified Assessing Officer to replace the current Assessor upon his retirement. An ad will be placed in many publications surrounding the Assyria Township area. The ad will read:

#### PART-TIME ASSESSOR WANTED

Our present part-time Assessing Officer expects to retire in about one year. Assyria Township is a General Law township of 1,150 parcels consisting mostly of agricultural and residential properties (population of about 2,000) in southeast Barry County. We are looking to hire a part-time Michigan Certified Assessing Officer to replace him upon his retirement. Persons interested may send a letter of interest and resume to:

The Assyria Township Board  
P.O. Box 211  
Bellevue, MI 49021

Closes April 30, 2018.

A Board of Review notice is to be placed in the Reminder the 3<sup>rd</sup> and 4<sup>th</sup> week on February. It should read as follows:

#### ASSYRIA TOWNSHIP 2018 BOARD OF REVIEW NOTICE

The Assyria Township Board of Review for 2018 will be held at the Assyria Township Hall, located at 8094 Tasker Road, Bellevue, MI, on the following dates:

March 06 (Tues) @ 6:00pm to receive the tax roll (MCL211.29(1))  
March 12 (Mon) 9 am – 12 pm – 5 pm  
March 14 (Wed) 6 pm - 9 pm  
March 15 (Thur) 6 pm - 9 pm  
March 16 (Fri) 6 pm - To close-out paperwork if necessary.

Residents are required to petition in person.

The tentative ratios and the estimated multipliers for each class of real property and personal property of 2018 are as follows:

	Ratio	Multiplier
Agricultural	46.81 %	1.068
Commercial	44.37 %	1.126
Industrial	47.38 %	1.055
Residential	48.03 %	1.041
Timber Cutover	50.00 %	1.000
Developmental	50.00 %	1.000
Personal Property	50.00 %	1.000

A notice of the public hearing on the proposed township budget for the fiscal year 2019 and the township's regular meeting schedule needs to be placed in the Reminder in mid-February, in 11 point bold face type.

Public:

-A Gentleman (100 % disabled veteran) inquired of the Supervisor how to go about requesting a property tax exception.

OLD BUSINESS: None

Meeting adjourned at 8:35 p.m., Respectfully submitted, Annette Terry, Assyria Township Clerk

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**The ASSYRIA TOWNSHIP BOARD**  
will hold a special meeting at 6 pm on Thursday 11 Jan at the township hall to interview three applicants for the upcoming vacant Township Treasurer position.

**The Board may make its selection after the interviews.**

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**THE UNION CEMETERY ASSOCIATION MEETING AT  
BALTIMORE TOWNSHIP HALL @ 7 P.M. ON THURSDAY  
18 JANUARY WILL NOW BE HELD AT THE JOHNSTOWN  
TOWNSHIP HALL**

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Assyria Township Board Minutes  
December 4, 2017

A regular meeting of the Assyria Township Board was held at the Assyria Township Hall on December 4, 2017. The meeting was called to order at 7:30 p.m. and the Pledge of Allegiance was recited.

Members present: M. Timmons, J. Miller, E. Waterbury, B. Miller and A. Terry

COUNTY COMMISSIONER:  
-The commission has several appointments available on a number of boards.  
-The commission will be holding budget hearings

PUBLIC COMMENT: None

Previous minutes were reviewed and approved as written.

The bills were reviewed.

Motion made by M. Timmons, supported by J. Miller to upgrade to 200 Amp underground electric service.

All members vote YES.

Motion made by J. Miller, supported by Gene Waterbury to pay \$687.50 to Consumers Power for the upgrade.

All Members vote YES

Motion made by Jim Miller, supported by G. Waterbury to pay the bills.

All members vote YES.

CLERK:

-The November 7, 2017 election went okay. There were a number of people that did not sign their application for a ballot and a couple that did not sign their ballot.

-The tabulator went off count after absentee ballots were processed.

-Assyria and a few other townships were required to come in for a recount. It is unknown, but suspected a ballot with a coffee stain may have caused the miscount.

-Assyria and a few other townships were audited. Just a couple of issues were discussed. It is a requirement for the Supervisor, Treasurer and the Clerk to be at both the preliminary and public testing. The township's meeting to appoint election workers should be a separate meeting, similar to our annual meeting and we should consider having more Democrat workers.

-Request for reimbursement for the election has been made to the county.

TREASURER:

-Taxes went out.

-Will be resigning effective March 31, 2018.

TRUSTEE: None

Assessor:

-There will be a number of Assessment changes in 2018. The assessor's computer issued by the township may not be adequate to handle the assessing program after the changes.

- The assessment company (see 3 Oct 2016 minutes {CLR Appraisals}) that has been assisting in Assyria Township's assessments has been dissolved and no longer exists

- The Assessor expects to retire before too long. He suggests it would be appropriate to hire him an apprentice with the idea that the apprentice would take over upon retirement.

SUPERVISOR:

- The Supervisor requested an ad be placed in the Reminder and Banner advertising for a new treasurer:

Township residents interested in being appointed to the position should provide a resume and letter to the Assyria Township Supervisor, 7415 Wolf Road, Bellevue, MI 49021. Synopsis of Duties: Collects real and personal property taxes, keeps an account of township receipts, (revenues) and expenditures, collects and disburses township checks, deposits township checks, deposits township revenues, must appoint a deputy, must be bonded, serves as a member of the township elections commission. Requirements for the position: Strong computer skills, bookkeeping and accounting background, along with the ability to interact well with the community.

-The supervisor will be unable to attend the January 18, 2018, Union Cemetery meeting. Jim Miller was asked to attend on his behalf.

The building committee:

- Discussion of possible changes to the remodeling project.

It was decided not to include a glass window in the basement door.

Motion made by G. Waterbury, supported by J. Miller to include residing and 1" foam sheathing under the siding of the existing hall providing removal and haul away of the existing siding is included in the bid.

Timmons, Waterbury, Terry and J. Miller vote YES.

B. Miller voted NO.

Motion made by M. Timmons, supported by G. Waterbury to add underground conduit under concrete maintenance strip and sidewalk from meter socket to 2' past sidewalk for Consumers Energy to use for wire.

All vote yes.

Public Comment: None

OLD BUSINESS: None

Meeting adjourned at 9:35 p.m.

Respectfully submitted,  
Annette Terry  
Assyria Township Clerk