



**CITY OF WILLIAMSTON**  
161 East Grand River Avenue, Williamston MI  
(517) 655-2774  
Regular City Council Meeting Agenda  
Monday, February 27, 2023  
7:00 p.m.

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of Agenda
5. Audience Participation – Maximum 5 minutes per presentation
6. Council Meeting Minutes of February 13, 2023
7. Accounts Payable
8. Action Items
  - a. Appointment of Lee Fisher to the Planning Commission for a Term to Expire 06/30/24
  - b. Annual Williamston Poverty Exemption Resolution
  - c. 2023 North Putnam Street Project – DTE Streetlight Relocations
  - d. Set Public Hearing for TIFA 2B Plan Amendment – March 27, 2023 at 7:05 p.m.
  - e.
9. Discussion Items
  - a. Road Diet
  - b.
10. Correspondence Received / Information Only
  - a.
  - b.
11. Department Head Reports
  - a. City Manager
  - b.
  - c.
12. Committee/Sub-Committee Reports
13. Audience Participation – Maximum 5 minutes per presentation.
14. Council Member Comments
15. Adjourn to the Call of the Chair

In Accordance with Public Act 267 (Open Meetings Act) Posted and Copies Given to Newspapers Individuals with disabilities requiring special assistance who are planning to attend the meeting should contact the Office of the City Clerk for accommodations. This request must be made two (2) business days in advance of the meeting.

**The next regular meeting of the Williamston City Council will be held Monday, March 13, 2023, in the Council Chambers of City Hall at 7:00 p.m.**

CITY OF WILLIAMSTON  
CITY COUNCIL  
FEBRUARY 13, 2023  
REGULAR MEETING MINUTES

6.  
pg 1

**1. Call to Order:**

The regular meeting was called to order at 7:00 p.m. by Mayor Tammy Gilroy, and the Pledge of Allegiance was recited.

**3. Roll Call:**

Mayor Tammy Gilroy, Mayor Pro-tem Brandon Lanyon, Councilmembers Tommy Pratt, Steve Jenkins, Scott VanAllsburg, Dan Rhines, and Terry Hansen. Absent: None.

Also present: City Manager John Hanifan, City Clerk Holly Thompson, City Attorney Timothy Perrone, City Engineer/DPW Director Scott DeVries, Spicer Group Representative John Bradley, JFM Productions, and members of Alfred Wright's Family.

**4. Approval of Agenda:**

Motion by **Hansen**, second by **Lanyon**, to approve the agenda as presented. **Motion passed by voice vote.**

**5. Audience Participation:**

Mayor Gilroy called for public comments at this time and there were none.

**6. 100<sup>th</sup> Birthday Recognition- Alfred Wright:**

Mayor Gilroy read aloud the 100<sup>th</sup> Birthday Recognition Certificate presented to Mr. Alfred Wright which was accepted by his family.

**7. Council Meeting Minutes of January 23, 2023:**

Motion by **Jenkins**, second by **Pratt**, to approve the January 23, 2023, minutes as presented. **Motion passed by voice vote.**

**8. Accounts Payable:**

Motion by **Lanyon**, second by **Rhines**, to approve the February 13, 2023, accounts payable as presented, reference #'s 76407-76472, and ACH 366-377 from dates 1-16-23 through 2-6-23 for a total of \$1,026,735.69. Yes: Hansen, Pratt, Jenkins, VanAllsburg, Rhines, Gilroy, Lanyon. No: None. **Motion passed.**

**9. Public Hearing 7:01 p.m. – Red Cedar River Crossing- National Environmental Policy Act (NEPA):**

Mayor Gilroy opened the public hearing at 7:06 p.m.

Engineer DeVries gave a presentation of the proposed work to be done underneath the Red Cedar River to install a new water main.

Mayor Gilroy called for public comments at this time and there were none.

Mayor Gilroy closed the public hearing at 7:18 p.m.

6  
pg 2

## 10. Action Items

### **10a. Appointment of Jeffrey Sand to the Economic Development Corporation/TIFA 2A & TIFA 2B for a Term to Expire 06/30/27:**

Motion by **Lanyon**, second by **Pratt**, to appoint Jeffrey Sand to the Economic Development Corporation/TIFA 2A and TIFA 2B for a term to expire 06/30/27. Yes: Jenkins, VanAllsburg, Rhines, Gilroy, Lanyon, Hansen, Pratt. No: None. Motion passed.

### **10b. Set City Manager Annual Evaluation:**

Motion by **Lanyon**, second by **Hansen**, to set the City Manager Annual Evaluation for the regular Council meeting of March 13, 2023. Yes: VanAllsburg, Rhines, Gilroy, Lanyon, Hansen, Pratt, Jenkins. No: None. **Motion passed.**

## 11. Discussion Items

### **11a. Road Diet:**

Engineer DeVries reported the drawings are 95% complete and MDOT is reviewing them. The plans will be going to public hearing and City Council soon along with a Council resolution supporting the road diet project.

## 13. Department Head Reports

### **13a. City Manager:**

Manager Hanifan reminded everyone of the visioning session at the NIESA building on March 1<sup>st</sup> at 6pm. He met with the Garden Club to discuss their planting plans throughout the City. Manager Hanifan also announced he has been here for one full year now and thanked City Council and the community for their support.

### **14. Committee/Sub-Committee Reports:**

Councilman Pratt reported on the February NIESA meeting. He noted NIESA is posting the position for the new Webberville Fire Chief and has hired an interim Chief.

Councilman Lanyon reported the Planning Commission meeting had to be cancelled due to lack of quorum and asked everyone to spread the word they are looking for new applicants.

### **15. Audience Participation:**

Mayor Gilroy called for public comments at this time and there were none.

### **16. Council Member Comments:**

Councilman VanAllsburg commented the proposed trail project is very exciting.

Councilman Lanyon thanked Engineer DeVries for the notice regarding the North Putnam Street Project.

Councilman Jenkins thanked Manager Hanifan and City staff for allowing him to ask questions.

6  
Pg 3

Mayor Gilroy is thankful Manager Hanifan is here and feels he has made a great impact in just a year. She thanked Mayor Pro-tem Lanyon for filling in for her when she was away. There is still no parking on City streets between 2am-5am and she thanked everyone for being here.

**15. Adjourn to the Call of the Chair:**

Mayor Gilroy adjourned the meeting at 7:38 p.m.

**\*Meeting adjourned at 7:38 p.m.**

**Respectfully Submitted by:**

\_\_\_\_\_  
Holly M. Thompson, City Clerk

\_\_\_\_\_  
Tammy Gilroy, Mayor

**Date Approved:** \_\_\_\_\_

DRAFT

CITY OF WILLIAMSTON  
 CITY COUNCIL MEETING FEBRUARY 27, 2023  
 ACCOUNTS PAID/PAYABLE  
 CHECKS 76473-76522, EFT 383, ACH 378-384

7.  
pg 1

| Date       | Check  | Vendor Name                 | Description                              | Amount           | Aprv  |
|------------|--------|-----------------------------|--|------------------|-------|
| 02/09/2023 | 76473  | WILLIAMSTON POSTMASTER      | N. Putnam St.                            | 586.48           | _____ |
| 02/10/2023 | 383(E) | CITY OF WILLIAMSTON         | JAN '23 W/S BILLS                        | 1,067.56         | _____ |
| 02/10/2023 | 76474  | AWWA                        | D GUTTING MEMBERSHIP                     | 255.00           | _____ |
| 02/10/2023 | 76475  | BRIGGS MECHANICAL           | WTP WELL HOUSE HEATER MOTOR              | 293.68           | _____ |
| 02/10/2023 | 76476  | COHL, STOKER & TOSKEY, P.C  | ATTY RETAINED SVCS                       | 3,595.35         | _____ |
| 02/10/2023 | 76477  | CULLIGAN WATER CONDITIONING | DI CHARGE                                | 64.00            | _____ |
| 02/10/2023 | 76478  | DETROIT SALT COMPANY        | ROAD SALT (MAJ & LOCAL)                  | 14,251.95        | _____ |
| 02/10/2023 | 76479  | DIEHL, SAMANTHA             | UB refund for account: MIDE-4021/2-0000- | 194.20           | _____ |
| 02/10/2023 | 76480  | DTE ENERGY                  | JAN STREET LIGHTS                        | 9,277.73         | _____ |
|            |        |                             | 2240 LINN/LS                             | 211.84           | _____ |
|            |        |                             | 1725 LINN/WELL 9                         | 143.40           | _____ |
|            |        |                             | 2450 E GRAND RIVER                       | 117.82           | _____ |
|            |        |                             | 1657 LINN/WTP                            | 5,672.75         | _____ |
|            |        |                             |  | <u>15,423.54</u> |       |
| 02/10/2023 | 76481  | GRANGER                     | CITY HALL RECYCLING                      | 45.50            | _____ |
|            |        |                             | CITY HALL & WWTP DUMPSTERS               | 136.74           | _____ |
|            |        |                             |  | <u>182.24</u>    |       |
| 02/10/2023 | 76482  | HURON COMMUNITY BANK        | WATER SUPPLY REV REFUNDING BONDS         | 83,502.25        | _____ |
| 02/10/2023 | 76483  | N.I.E.S.A.                  | 2022 TAX COLLECTIONS THRU 1/31/23        | 32,782.32        | _____ |
| 02/10/2023 | 76484  | NAPA AUTO PARTS             | WTP COMPRESSOR OIL                       | 28.72            | _____ |
|            |        |                             | CASE BACKHOE                             | 133.40           | _____ |
|            |        |                             | DODGE RAM                                | 43.85            | _____ |
|            |        |                             | DUMP TRUCK                               | 25.08            | _____ |
|            |        |                             | DUMP TRUCK                               | 25.08            | _____ |
|            |        |                             | VACTOR                                   | 24.46            | _____ |
|            |        |                             | FREIGHTLINER DUMP TRUCK                  | 19.99            | _____ |
|            |        |                             |  | <u>300.58</u>    |       |
| 02/10/2023 | 76485  | PINNACLE LOCK AND KEY       | BUILDINGS LOCK REPAIR                    | 100.00           | _____ |
| 02/10/2023 | 76486  | RICOH USA INC               | CITY HALL & PD COPIER CHARGES            | 93.27            | _____ |
| 02/10/2023 | 76487  | SPARTAN STORES, LLC         | CITY HALL WATER                          | 14.36            | _____ |
| 02/10/2023 | 76488  | STAPLES                     | OFFICE SUPPLIES                          | 15.66            | _____ |
| 02/10/2023 | 76489  | SWAN ELECTRIC               | WWTP GARAGE UNIT HEATER                  | 362.40           | _____ |
| 02/10/2023 | 76490  | TRACTOR SUPPLY CREDIT PLAN  | WTP MAINT                                | 16.99            | _____ |
|            |        |                             | WWTP                                     | 52.98            | _____ |
|            |        |                             | EQUIP                                    | 21.99            | _____ |
|            |        |                             | WELDING                                  | 98.93            | _____ |
|            |        |                             | PROPANE FOR PATCH BUGGY                  | 38.12            | _____ |
|            |        |                             | DPW WATER                                | 44.91            | _____ |
|            |        |                             |  | <u>273.92</u>    |       |
| 02/10/2023 | 76491  | USA BLUEBOOK                | WTP LAB SUPPLIES                         | 114.40           | _____ |

7 pg 2

|            |        |                                  |   |                 |
|------------|--------|----------------------------------|---|-----------------|
| 02/10/2023 | 76492  | WASTE MANAGEMENT OF MICHIGAN     | WWTP DUMPSTERS                          | 411.74          |
| 02/10/2023 | 76493  | WEBSTER & GRIFFES                | DEICER                                  | 761.75          |
| 02/10/2023 | 76494  | WILLIAMSTON TRUE VALUE           | BUILDINGS                               | 9.79            |
|            |        |                                  | EQUIP MAINT                             | 49.98           |
|            |        |                                  | EQUIP MAINT                             | 5.49            |
|            |        |                                  | EQUIP MAINT                             | 29.98           |
|            |        |                                  | FLUSH MAINT                             | 49.98           |
|            |        |                                  | MUNICIPAL BLDGS                         | 24.99           |
|            |        |                                  |   | <u>170.21</u>   |
| 02/13/2023 | 378(A) | CAPITAL AREA DISTRICT LIBRARY    | 2022 TAX COLLECTIONS THRU 1/31/23       | 19,097.27       |
| 02/13/2023 | 379(A) | CAPITAL REGION AIRPORT AUTHORITY | 2022 TAX COLLECTIONS THRU 1/31/23       | 7,728.41        |
| 02/13/2023 | 380(A) | INGHAM COUNTY ISD                | 2022 TAX COLLECTIONS THRU 1/31/23       | 806.22          |
| 02/13/2023 | 381(A) | LANSING COMMUNITY COLLEGE        | 2022 TAX COLLECTIONS THRU 1/31/23       | 487.84          |
| 02/13/2023 | 382(A) | WILLIAMSTON COMM. SCHOOLS        | 2022 TAX COLLECTIONS THRU 1/31/23       | 126,104.42      |
| 02/16/2023 | 384(A) | INGHAM COUNTY TREASURER          | Due To Ingham County                    | 54,488.46       |
| 02/17/2023 | 76500  | BAPPERT AUTOMOTIVE SERVICES,LLC  | JOHN DEERE 3033                         | 278.50          |
| 02/17/2023 | 76501  | BOSWORTH URGENT CARE             | PELONG PRE EMPLOYMENT PHYSICAL          | 160.00          |
| 02/17/2023 | 76502  | CATHEY CO                        | SULLAIR AIR COMPRESSOR                  | 6.36            |
| 02/17/2023 | 76503  | CITY OF WILLIAMSTON              | FULTON TAXES                            | 747.67          |
|            |        |                                  | FULTON TAX                              | 323.83          |
|            |        |                                  | 3452 CORWIN TAX                         | 16.00           |
|            |        |                                  | 781 PROGRESS CT TAX                     | 68.62           |
|            |        |                                  | 250 ELEVATOR TAX                        | 47.04           |
|            |        |                                  | 220 ELEVATOR TAX                        | 31.61           |
|            |        |                                  | 228 ELEVATOR TAX                        | 31.61           |
|            |        |                                  |   | <u>1,266.38</u> |
| 02/17/2023 | 76504  | CORELOGIC                        | 2022 Win Tax Refund 33-18-03-36-152-006 | 1,493.19        |
| 02/17/2023 | 76505  | CORELOGIC                        | 2022 Win Tax Refund 33-18-07-12-126-089 | 199.00          |
| 02/17/2023 | 76506  | CORELOGIC                        | 2022 Win Tax Refund 33-18-03-35-277-022 | 891.26          |
| 02/17/2023 | 76507  | CORELOGIC (DART BANK)            | 2022 Win Tax Refund 33-18-07-01-103-009 | 967.14          |
| 02/17/2023 | 76508  | CORELOGIC (DART BANK)            | 2022 Win Tax Refund 33-18-07-01-103-008 | 470.29          |
| 02/17/2023 | 76509  | DTE ENERGY                       | 175 E GRAND RIVER/PD                    | 425.76          |
|            |        |                                  | MEMORIAL PARK                           | 15.19           |
|            |        |                                  | 781 PROGRESS CT                         | 881.83          |
|            |        |                                  | 3870 VANNETER/LS                        | 35.61           |
|            |        |                                  | RIVERVIEW/LS                            | 63.72           |
|            |        |                                  | CORWIN/LS                               | 334.67          |
|            |        |                                  | MCCORMICK PARK                          | 63.59           |
|            |        |                                  | MECHANIC/LS                             | 63.50           |
|            |        |                                  | 804 HIGH/LS                             | 70.40           |
|            |        |                                  | 202 ELEVATOR/TIFA 2B                    | 15.19           |
|            |        |                                  | 161 E GRAND RIVER/CITY HALL             | 188.56          |
|            |        |                                  | 228 ELEVATOR/OLD DPW                    | 81.11           |
|            |        |                                  | ZIMMER/LS                               | 37.65           |
|            |        |                                  | 215 CHURCHILL DOWNS                     | 198.86          |
|            |        |                                  | 111 E MIDDLE                            | 96.18           |
|            |        |                                  |   | <u>2,571.82</u> |
| 02/17/2023 | 76510  | GRANGER                          | 2022 Win Tax Refund 33-18-03-36-357-018 | 1,187.48        |
| 02/17/2023 | 76511  | GREYDANUS, DAVID                 | 2023 LEGAL UPDATE                       | 160.00          |

|            |       |                                   |   |                   |
|------------|-------|-----------------------------------|---|-------------------|
| 02/17/2023 | 76512 | J & B BOOTS                       | DPW BOOTS J SMYTH                       | 193.49            |
| 02/17/2023 | 76513 | JOHN DEERE FINANCIAL              | ZERO TURN 2ND HALF SEASON RENTAL        | 1,350.00          |
|            |       |                                   | SMALL EQUIP REPAIR                      | 16.38             |
|            |       |                                   | JOHN DEERE 1575                         | 36.72             |
|            |       |                                   | BOSS SNOWPLOW '09 FORD                  | 356.36            |
|            |       |                                   | EQUIP REPAIR                            | 112.93            |
|            |       |                                   |   | <u>1,872.39</u>   |
| 02/17/2023 | 76514 | RANDY'S SERVICE STATION           | DPW FLEET GASOLINE                      | 840.09            |
|            |       |                                   | DPW FLEET FUEL-DIESEL                   | 591.61            |
|            |       |                                   |   | <u>1,431.70</u>   |
| 02/17/2023 | 76515 | STEVENS CONSTRUCTION & EXCAVATING | LLOYD ST WATER MAIN BREAK REPAIR        | 2,350.00          |
| 02/17/2023 | 76516 | TC ENTERPRISES                    | REMOVE HAZARDOUS TREES AT WWTP          | 3,404.00          |
|            |       |                                   | WWTP TREE HAZARD REMOVAL                | 1,400.00          |
|            |       |                                   |   | <u>4,804.00</u>   |
| 02/17/2023 | 76517 | USA BLUEBOOK                      | WTP LAB SUPPLIES                        | 400.97            |
| 02/17/2023 | 76518 | WELLS FARGO TAX SERVICE           | 2022 Win Tax Refund 33-18-03-36-428-017 | 1,963.30          |
| 02/17/2023 | 76519 | WILLIAMSTON APPLIANCE REPAIR      | PD ICE MAKER REPAIR                     | 233.34            |
| 02/17/2023 | 76520 | ABLE CONCRETE                     | OLD MILL PARKING LOT CONCRETE           | 1,108.17          |
|            |       |                                   | OLD MILL PARKIING LOT CONCRETE          | 25,760.00         |
|            |       |                                   | CITY SIDEWALK PROG. 200 E MIDDLE 50%    | 394.00            |
|            |       |                                   |   | <u>27,262.17</u>  |
| 02/17/2023 | 76522 | ABLE CONCRETE                     | Contractual Services                    | 8,697.00          |
|            |       |                                   | Contractual Services                    | 12,200.00         |
|            |       |                                   | Repairs & Maintenance Building          | 4,220.00          |
|            |       |                                   |   | <u>25,117.00</u>  |
|            |       |                                   |   | <u>438,809.26</u> |



City of Williamston

8a.  
pg 1

161 E. Grand River Avenue, Williamston, MI 48895  
517-655-2774; fax, 517-655-2797; www.williamston-mi.us; info@williamston-mi.us  
Facebook – Williamston City Hall

**BOARDS & COMMISSIONS APPLICATION**

Your interest and expressed willingness to serve the City of Williamston is appreciated. The purpose of this form is to provide the Mayor and Council with basic reference data and information pertaining to any person being considered for appointment to a City Board or Commission. Minimum educational requirements have not been established. Advanced education or college degrees are not necessary to be considered for appointment.

NAME: Fisher Lee E DATE: Feb. 15, 2023  
(Please Print) LAST FIRST M.I.

STREET: 220 Deep Lake Dr.

CITY: Williamston ZIP CODE: 48895

HOME PHONE: 517 802 8088 BUSINESS PHONE: \_\_\_\_\_

FAX: \_\_\_\_\_ E-MAIL: Jailer8@aol.com

BUSINESS ADDRESS: \_\_\_\_\_

PRESENT EMPLOYER: Independent Contractor, Retired

Please mark your choice(s). If you are choosing more than one, list in priority, i.e. 1 = First Choice, 2 = Second Choice, etc.

- |  |   |
|--|---|
| <input type="checkbox"/> Cemetery Board                  | <input type="checkbox"/> Downtown Development Authority             |
| <input type="checkbox"/> Board of Review                 | <input type="checkbox"/> Zoning Board of Appeals                    |
| <input type="checkbox"/> Economic Development Corp./TIFA | <input checked="" type="checkbox"/> 1 Planning Commission           |
| <input type="checkbox"/> Compensation Committee          | <input type="checkbox"/> Downtown Development Citizens Council      |
| <input type="checkbox"/> City Council                    | <input checked="" type="checkbox"/> 2 Parks & Recreation Commission |
| <input type="checkbox"/> Construction Board of Appeals   | <input type="checkbox"/> Other (specify) _____                      |



8a.  
pg 2

Professional Qualifications and/or Work Experience: 30 years working with the State of Michigan in  
the Department of Corrections and Health and Human Services  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Community Experience and/or Other Experience: volunteer with the Red Cedar Jubilee  
Family has lived in this community for nearly 100 years  
\_\_\_\_\_

Reason for Desire to Serve: Closer connection to the community  
\_\_\_\_\_  
\_\_\_\_\_

Are you a U.S. Citizen? Yes  No

If appointed, do you prefer your mail be sent to: Residence  Business

I hereby certify that this form is true and accurate to the best of my knowledge.

**Lee E. Fisher**  
\_\_\_\_\_  
Signature

I understand that if appointed to serve on a City Board or Committee, I will be required to submit a completed Conflict of Interest Disclosure Form as Required by City policy.

**Lee E Fisher**  
\_\_\_\_\_  
Signature

Please complete and return this form to City Clerk, City of Williamston, 161 E. Grand River Ave., Williamston, MI 48895. The information you have supplied will be provided to specific boards, City Council and is also subject to public disclosure under the Michigan Freedom of Information Act. If you have any questions, you may contact the City Clerk's office at 517-655-2774.

86.  
Pg 1

**CITY OF WILLIAMSTON  
CITY COUNCIL**

At a Regular Meeting of the City Council of Williamston, Ingham County, Michigan held in the Council Chambers of City Hall, 161 E. Grand River Avenue, Williamston, Michigan on Monday, February 27, 2023 at 7:00 p.m., there were:

**PRESENT:**

**ABSENT:**

The following resolution was offered by \_\_\_\_\_, and supported by \_\_\_\_\_.

**RESOLUTION TO ADOPT POVERTY EXEMPTION ELIGIBILITY  
REQUIREMENTS, INCOME STANDARDS/ASSET TEST  
AND APPLICATION FOR 2023**

WHEREAS, the principal residence of persons who, in the judgment of the Board of Review, by reason of poverty, are unable to contribute to the public charges is eligible for exemption in whole or part from taxation under the General Property Tax Act; and

WHEREAS, the City of Williamston Council is required by Section 7u of the General Property Tax Act, Public Act 206 of 1893 (MCL 211.7u), to adopt guidelines for poverty exemptions; and

WHEREAS, the following (1) Eligibility Requirements and (2) Income Standards/Asset Test have been developed to comply with MCL 211.7u:

**(1.) ELIGIBILITY REQUIREMENTS**

Unless a claimant is exempt from the annual reapplication requirement pursuant to a separate Resolution, in order to be eligible for the poverty exemption, the claimant must do all of the following on an annual basis:

- 1) Own and occupy as a principal residence the property for which the exemption is requested.
- 2) File a claim with the Board of Review after January 1, 2023 but before the day prior to the last day of the Board of Review on Form 5737, *Application for MCL 211.7u Poverty Exemption* is the approved application form.
- 3) Provide a completed and signed Form 5739, *Affirmation of Ownership and Occupancy to Remain Exempt by Reason of Poverty*.
- 4) Provide Federal and State income tax returns for all persons residing in the principal residence, including any property tax credit returns, filed in the immediately preceding year or in the current year. All persons residing in the residence who were not required to file

8b  
pg 2

federal or state income tax returns in the current or immediately preceding year must file Form 4988, *Poverty Exemption Affidavit*.

- 5) Produce a valid driver’s license or other form of identification if requested.
- 6) Produce a deed, land contract, or other evidence of ownership of the property for which an exemption is being requested, if requested.
- 7) Meet the poverty income level guidelines adopted by the governing body of the local assessing unit (which shall not be set lower than the federal poverty guidelines published in 2021 in the Federal Register by the United States Department of Health and Human Services).
- 8) Meet the asset levels set by the governing body of the local assessing unit.
- 9) Mail all application materials to the Williamston City Assessor, 161 E. Grand River Ave., Williamston, Michigan 48895.

A claimant may Request a Poverty Exemption and Appeal the Property’s Assessment to the City of Williamston Board of Review in the same year.

**(2.) INCOME STANDARDS/ASSET TEST**

The following are the federal poverty income guidelines that the United States Office of Management and Budget recommend that federal departments and agencies use. The City of Williamston has adopted these Income Guidelines for the basis of granting poverty exemptions. These amounts are adjusted annually.

***To be eligible for a poverty exemption in the City of Williamston for 2023 the claimant’s household income MAY NOT exceed these guidelines. If household income exceeds the levels listed below, the claimant does not qualify for a Poverty Exemption:***

|                                     |           |
|-------------------------------------|-----------|
| 1 person.....                       | \$ 13,590 |
| 2 persons.....                      | \$ 18,310 |
| 3 persons.....                      | \$ 23,030 |
| 4 persons.....                      | \$ 27,750 |
| 5 persons.....                      | \$ 32,470 |
| 6 persons.....                      | \$ 37,190 |
| 7 persons.....                      | \$ 41,910 |
| 8 persons.....                      | \$ 46,630 |
| For Each Additional Person add..... | \$ 4,720  |

**MAXIMUM ASSET STANDARDS TO BE ELIGIBLE FOR A POVERTY EXEMPTION**  
***(PA 390 of 1994 states that the poverty exemption guidelines established by the governing body of the local assessing unit shall include an asset level test)***

The City of Williamston has adopted the following MAXIMUM ASSET STANDARDS for a household to be eligible for a POVERTY EXEMPTION. The below asset levels DO NOT include the value of the claimant's principal residence.

|                        |           |
|------------------------|-----------|
| 1 person .....         | \$ 27,180 |
| 2 persons .....        | \$ 36,620 |
| 3 persons.....         | \$ 46,060 |
| 4 persons.....         | \$ 55,500 |
| 5 persons.....         | \$ 64,940 |
| 6 persons.....         | \$ 74,380 |
| 7 persons.....         | \$ 83,820 |
| 8 persons or more..... | \$ 93,260 |

**If applicant household assets exceed this amount, the applicant is NOT eligible for a POVERTY EXEMPTION.**

NOW, THEREFORE, BE IT HEREBY RESOLVED, pursuant to MCL 211.7u, that the **City of Williamston, Ingham County**, adopts the above eligibility requirements, income standards, and asset test for the Board of Review to implement.

**VOTE ON THE FOREGOING RESOLUTION AS FOLLOWS:**

**AYES:**

**NAYS:**

**ABSENT:**

**CERTIFICATION**

I, the undersigned duly qualified and acting Clerk of the City of Williamston, Ingham County, Michigan, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council at a Regular Meeting held on Monday, February 27, 2023.

\_\_\_\_\_  
Holly Thompson, City Clerk  
City of Williamston

Dated: \_\_\_\_\_

Tammy Gilroy, Mayor  
City of Williamston

Dated: \_\_\_\_\_



City of Williamston  
City Engineer/Director of Public Works  
Office Address: 781 Progress Court

8c.  
pg 1

Mailing Address: 161 E. Grand River Avenue  
Williamston, MI 48895  
Phone (517) 655-2221  
Fax (517) 996-6299

To: City Council, John Hanifan  
From: Scott DeVries, P.E.  
Date: February 22, 2023  
Subject: 2023 North Putnam Street Project - DTE Streetlight Relocations

**Requested Action:** The following action is requested:

Approval of the agreement with DTE for relocation of streetlight poles that conflict with the 2023 North Putnam Street Reconstruction MDOT LAP project in the amount of \$16,407.90 (Not-to-Exceed).

**Background:** There are existing utility poles that are in conflict with the new improvements that will be constructed as part of the North Putnam Street project.

**Discussion:** City staff and Spicer Engineering met with representatives of the aerial utility companies along the project so that they can prepare plans to relocate conflicting poles and equipment. There are poles and equipment along the project that are installed at the request of the City for streetlighting. The City is responsible for the cost of relocation of streetlighting equipment. DTE must complete the work prior to the start of our construction.



8c  
pg 2

February 15, 2023

### Relocation of Streetlight Equipment Billing Agreement

I/We, the undersigned, hereby agree to reimburse DTE the sum of \$16,407.90. This reimbursement will be made prior to the actual start of construction.

In return for the above, DTE agrees to relocate conflicting streetlight poles and associated equipment along N. Putnam St. between W. Riverside St. and Bismark St. in Williamston.

Requested work to be performed on Work Order 67249164. When direct construction costs exceed those estimated due to unforeseen difficulties, the Customer will be invoiced for the difference.

Notwithstanding anything herein to the contrary, the installation, ownership and maintenance of electric services and the rates, fees and charges to be made shall be subject to and in accordance with the orders, rules and regulations adopted and approved by the Michigan Public Service Commission.

Please sign and return this agreement along with payment. You will be mailed back a copy of this agreement after the document has been counter-signed by DTE supervision.

Accepted (Customer)

Accepted (DTE)

Signature \_\_\_\_\_

Signature \_\_\_\_\_

Name \_\_\_\_\_

Name \_\_\_\_\_

Date \_\_\_\_\_

Date \_\_\_\_\_



# City of Williamston

161 E. Grand River Avenue, Williamston, MI 48895  
517-655-2774; fax 517-655-2797; [www.williamston-mi.us](http://www.williamston-mi.us)

11a  
pg 1

---

To: City Council & Staff  
From: John P. Hanifan, City Manager  
Date: Meeting of February 27, 2023  
Subject: City Manager's Report

---

• **Reminder: City GOALS & VISION SESSION WED MARCH 1<sup>st</sup> @ 6:00PM**  
**Proposed Agenda Attached**

- **TIFA:** The TIFA board adopted a resolution to amend its Development Plan. The amendment was necessary for the updated purchase agreement for the Icehouse Project. The development's special land use and site plan will be reviewed at the next Planning Commission meeting.
- **DDA:** DDA met and approved a façade grant request for the Hayward Pixley Building. DDA also had preliminary budget discussions for marketing, maintenance and potential projects for the 2023-24 fiscal year.
- **New Kayak Landing Naming Contest:** The naming contest for the new Kayak Launch is live! Submissions will be taken on line on the city web page as well as at the City front desk. The contest will be open for approximately a month, with the DDA considering submissions at its March 2023 meeting. DDA will make a recommendation to council for the final name of the new facility.
- **Planning Commission:** The Commission will meet in March to review a proposed text amendment to the zoning ordinance to allow ground floor residential in a small area of the Central Business District. The applicant for the amendment is the developer of the two-story building on the corner of N. Putnam and High Street, across from McCormick Park. The Icehouse Project special land use is also scheduled for this meeting.
- **Upcoming Agenda Items:**
  - City Manager Annual Evaluation (March 13<sup>th</sup>)
  - TIFA Plan Amendment Public Hearing (March 27<sup>th</sup>)

# Agenda 03/01/2023

---

Utilities

---

Employee Retention & Recruiting

---

Housing

---

Economic Development

---

Transportation/Streets

---

Regional Opportunities

---

New Opportunities

---

Department Updates

---

Key Dates



11a  
pg 2