

**HANDY TOWNSHIP BOARD OF TRUSTEES
SPECIAL MEETING MINUTES
WEDNESDAY, DECEMBER 12, 2018**

A special meeting of the Handy Township Board of Trustees was called to order at 9:32 A.M. by Supervisor Alverson in the Handy Township Boardroom. Members present: Eisele, Munsell, Shear and Roddy. Absent: None. Also present: Mike Darga-HRC, Joe Raica-Joe Raica Excavating, Steve Hughes-Hughes Environmental Services and Amy Pashby and Leah Sisco-Crossroads Assessing.

Approval of Agenda

MOTION RODDY SUPPORT MUNSELL TO APPROVE THE AGENDA AS PRESENTED. MOTION CARRIED.

Brief Public Comments

No comments

New Business

A) Engineer's Report (HRC)

Mike Darga-HRC, reviewed video of sewer lines at Red Cedar Crossing. Approximately 25% of the lines have been videoed. Video showed some gravel and construction debris mostly in Phase 2 in the rear of Red Cedar Crossing. Recommends that video and cleaning of lines be done every 10 years. Discussion concerning access to easements to clean lines, process of cleaning, timeframe, fences blocking access, ability to reach manholes from street and condition of manholes. Discussion concerning cost of a lift station and line work to take care of dip in line. Reviewed previous cost estimates. Mr. Darga will get updated information on costs and also information on the possibility of laying a new line on the north side of Van Buren Road. Discussion concerning depth of the line. In rear of Phase 2, line is 9 feet deep and near the water plant in Phase 1, the line is 17 feet deep. Supervisor Alverson gave information concerning sewer line hook up to property on Country Corner Drive. Steve Hughes commented that the sludge hauling will be done tomorrow. (Steve Hughes left at 11:02 and Mike Darga left at 11:04)

B) Assessor's Mid-Year Report

Amy Pashby-Crossroads Assessing, introduced Leah Sisco. Leah does field work and assists in the office. Amy reviewed information on work done in the assessing office and out in the field. Reviewed AMAR audit and types of reports required by the State of Michigan. Assessing increases are determined by the County, Commercial properties are based on County appraisals and then are reviewed by the Assessor. Residential increases are based on sales. Discussion concerning land values. Assessor has to maintain a file on any Board of Review exemptions granted. State has changed the types of adjustments can be made at the July and December Board of Review. Math and square footage errors are still allowed to be changed at those sessions. Amy also reviewed the APEX drawing system, this allows for drawings to be available on-line. Sections 1 & 2, new construction and sales are on the system. Have received good responses back from cards sent requesting information to update property files. Questions concerning rounding off for property size. Amy stated that is not done, they also remove the road right of way from a property assessment. Also, questioned if the yearly 20% requirement has been met. Leah stated that she will have that done this month. Supervisor Alverson Thanked Amy and Leah for the update and for patiently waiting through the previous agenda item update.

Extended Public Comments

No comments.

**MOTION MUNSELL SUPPORT SHEAR TO ADJOURN AT 11:22 A.M.
MOTION CARRIED.**

Respectfully Submitted,

Pamela J. Hibbard
Deputy Clerk/Recording Secretary

Laura A. Eisele
Handy Township Clerk