

**CITY OF TRENTON
REGULAR MEETING
JUNE 21, 2021**

After the Pledge of Allegiance to the Flag, the Regular Meeting of the City Council of Trenton, Michigan, was called to order by Mayor Rzeppa, at 7:02 p.m. on the above date in the Council chambers.

Present on roll call by City Clerk Debra Devitt: Councilpersons Timber Baun-Crooks, Richard Benedetti, Scott Cabauatan, William LeFevre, Wendy Pate, Nelson Perugi and Mayor Steven Rzeppa.

There being a quorum present, the Council was declared in session.

Other Officers Present: Alan Ackerman, City Attorney; Dean Creech, Acting City Administrator; Joanie Barnett, Acting City Assessor; Michael McCullough, City Treasurer; Karen Sall, City Controller; Paul Haley, Emergency Management Coordinator; and Tim Beaker, Parks and Recreation Director.

Other Officers Present via Zoom: Jill Cooper, Deputy City Treasurer; Dennis Chegash, City Engineer; John Laub, Human Resources Director; Theresa Monthei, I.T. Administrator; Todd Scheffler, Police Chief; Mike Oakley, Deputy Police Chief; and Kevin Sargent, DPS Superintendent.

MINUTES

Moved by Councilwoman Baun-Crooks, seconded by Councilman Benedetti, to approve the minutes of the Regular Meeting of June 7, 2021.

Carried unanimously.

APPOINTMENTS

Civic Commission

Moved by Councilwoman Pate, seconded by Councilwoman Baun-Crooks, to approve the Mayor's appointment of Anne Fallon to the Civic Commission, for term expiring June 1, 2024.

Roll call: Benedetti, yes; Cabauatan, yes; LeFevre, yes; Pate, yes; Rzeppa, abstain; Baun-Crooks, yes.

Motion carried.

COMMUNICATIONS AGENDA

AUTHORITIES, CITY COMMISSIONS, BOARDS, COMMITTEES

G-1. Trenton War Memorial Perpetual Committee: Letter of Resignation

GENERAL

H-1. 33rd District Court: Fines, Costs, Fees, May 2021

DEPARTMENT HEADS AND OFFICIALS

- J-1. Acting City Assessor: Amendment to City of Trenton 2021 Real Property Tax Hardship Exemption Guidelines to Incorporate Public Act 253 of 2020 (revised)
- J-2. Acting City Administrator: Technical, Professional & Officeworkers Association of Michigan (TPOAM) Settlement Framework for New Collective Bargaining Agreement
- J-3. Acting City Administrator: Dispatch Wages
- J-4. Acting City Administrator: Meeting Policy
- J-5. City Controller: Budget Amendment for Fiscal Year ending 6-30-2021
- J-6. City Controller: OPEB Actuarial Valuation Report, June 30, 2020
- J-7. Parks and Recreation Director: Trenton Summer Festival Road Closure
- J-8. Parks and Recreation Director: Kennedy Recreation Center Restaurant Space Lease Agreement

LATE COMMUNICATIONS

- K-1. City Engineer: Resolution to Divide Property - Lots 510-516 Inclusive, Assessor's Trenton Plat No. 4, 239 West Road
- K-2. Mayor Pro-Tem: Non-Union Proposal of Wage Adjustments

OTHER COUNCIL BUSINESS

- N-1. Mayor Rzeppa: Study Session

COMMUNICATIONS

G-1

Trenton War Memorial Perpetual Committee
Letter of Resignation

Moved by Councilman Cabauatan, seconded by Councilman Benedetti, to receive and place on file the letter submitted by John Craven, Larry Coleman, Gail Craven and Jeff Wagar, resigning from the Trenton War Memorial Perpetual Committee, and request Administration to send a letter of appreciation to them for their services.

Carried unanimously.

H-1

33rd District Court
Fines, Costs, Fees, May 2021

Moved by Councilman LeFevre, seconded by Councilwoman Baun-Crooks, to receive and place on file the Fines, Costs, Fees, May 2021, submitted by the 33rd District Court, showing the City of Trenton owing \$10,314.89.

Carried unanimously.

J-1

Acting City Assessor: Amendment to City of Trenton 2021 Real Property Tax Hardship Exemption Guidelines to incorporate Public Act 253 of 2020 (revised)

**CITY OF TRENTON
RESOLUTION 2021-19
CITY OF TRENTON 2021 REAL PROPERTY TAX HARDSHIP PARTIAL EXEMPTION
GUIDELINES FOR PROPERTY RELIEF UNDER PUBLIC ACT 253 SECTION 211.7U AS
AMENDED.**

WHEREAS, the adoption of guidelines for real property tax hardship partial exemption is required by the Trenton City Council for the City of Trenton; and

WHEREAS, the principal residence of persons and the board of review determines by reason of hardship to be unable to contribute to the public charge, is eligible for partial exemption from taxation under Public Act 253 of 2020 (MCL211.7u); and

WHEREAS, pursuant to PA 253 of 2020, the City of Trenton, Wayne County adopts the following guidelines for the Board of Review to implement. The guidelines shall include but not limited to the specific income and asset levels of claimant and all residing in the household, including any property tax credit returns, filed in the current or immediately preceding year:

CITY OF TRENTON 2021 REAL PROPERTY TAX POVERTY PARTIAL EXEMPTION GUIDELINES (REVISED AND UPDATED AS OF December 14, 2020 and AMENDED FEBRUARY 16, 2021) FOR PROPERTY TAX RELIEF UNDER SECTION 211.7U, P.A. 206 OF 1893

The following guidelines were adopted by the City of Trenton City Council on December 14, 2020 and where amended on February 16, 2021, and amended on June 21, 2021 to incorporate Public Act 253 of 2020 amended MCL 211.7u related to poverty exemptions.

Section 211.7u(1) of the Michigan General Property Tax Act defines the poverty, or Hardship Exemption, as a method to provide relief for those who, in the judgment of the Board of Review, are unable to fully contribute to the annual property tax burden of their principal residence due to their financial situation. In order to qualify for the Hardship Exemption, the claimant must meet all of the following requirements. It may be possible that a claimant meets the income standard for the Hardship Exemption, but does not meet the asset standard or other standards as set forth in these guidelines. In this instance, the claimant would not qualify for the exemption even though the income standard was met.

The Board of Review shall follow the policy and guidelines when granting or denying a Partial Hardship Exemption. The same standards shall apply to each claimant in the City for the assessment year. Hardship Applicants are not prohibited from also appealing the assessment of property for which the hardship claim is made before the Board of Review in the same year.

1. Partial Hardship Exemptions shall apply only to the Applicant's qualified Principal Residence and the property must be classified Residential for property tax purposes.

Under no circumstances shall a Partial Hardship Exemption be granted or apply to the property of a business, partnership, or a corporation.

2. Applicants who have purchased their principal residence within the current year or preceding two calendar years are not eligible for the exemption. When a home is purchased, it is expected that the buyer considers the cost to maintain the home, including the State mandated property taxes, when determining their affordability of the home purchase. Not doing so, creates a self-induced hardship, which will not be considered eligible for an exemption.
3. The amount of relief due to hardship that will be granted by the Board of Review for any Qualified Applicant shall be a partial exemption equal to a 25% in taxable value for the year in which the exemption is granted. PA 253 of 2020 list the specific percentage used by the City of Trenton for taxable value reduction that may be used by the board of review in granting a poverty exemption. MCL 211.7u(5) states that if a person claiming the poverty exemption meets all eligibility requirements, the board of review shall grant the partial poverty exemption.

To be eligible for the exemption by reason of hardship, a person shall do all of the following on an annual basis:

1. Applicant must be an owner of and occupy as a principal residence, (as defined by MCL 211.7dd), the property for which an exemption is being requested.
2. Applicants must complete in its entirety annually a State of Michigan form 5737 "APPLICATION FOR MCL 211.7U POVERTY EXEMPTION" and form 5739 "AFFIRMATION OF OWNERSHIP AND OCCUPANCY TO REMAIN EXEMPT BY REASON OF POVERTY" (MCL 211.7u(2)). All claims, including all required information listed below, must be filed with the City Assessor for review of completeness and eligibility compliance. Applications are to be filed after January 1st and before the day prior to the last day of the March, July or December Board of Review meetings for the assessment year. Incomplete applications and/or applications of taxpayers not meeting the eligibility requirements will be returned to the Applicant and will not be considered by the Board of Review. All first time Qualified Applicants, or their authorized Representative, must appear in person before the Board of Review in order to be considered for relief due to financial hardship. Applicants who wish to send a Representative to appear on their behalf must provide them with a Notarized Letter of Authorization. The Representative will be required to present a photo identification along with the letter. Applications meeting all eligibility requirements will be presented before the Board of Review.
3. Applicants must provide copies of the following forms, including all supporting documents and schedules, for a person's residing in the household, filed in the immediately preceding year or in the current year:
 - a. Federal Income Tax Return (1040 or 1040A), Applicant must file this tax return even if they owe no income tax or are not required to file a Federal Income Tax Return if they meet the requirements for receiving an Earned Income Tax Credit (EITC) and any 1099's received.
 - b. State of Michigan Income Tax Returns (MI-1040), Applicant must file this tax return even if they own no income tax or are not required to file a Michigan Income Tax Return if they were granted a Federal Income Tax Credit. The State will provide a 6% supplement EITC when the Applicant files his/her State Income Tax Return.

- c. If Applicant did not file a Federal or State Income Tax return, they must complete and file an Income Tax Exemption Affidavit (Treasury Form 4988) for all persons residing in the residence who were not required to file in the current or in the immediately preceding year, and who did not meet the qualifications for receiving an EITC.
- d. Michigan Homestead Property Tax Credit Claim (ML-1040CR).
- e. W-2 Forms
- f. Social Security Benefit Statement (form SSA-1099) for all persons residing in the household, who receive Social Security benefits.
- g. Proof of all sources of income if not included on the W-2 Forms, including any check stubs or receipts of other persons living in the household, or from State or Federal Government Checks.
- h. Bank and/or credit union statements, for all current and preceding six months, of all checking and savings accounts.
- i. A copy of a valid Michigan driver's license or other legal form of photo-identification, which indicates residing property address for all persons in the household.
- j. Copies of the most recent year's tax bills and taxable values of all property other than the Homesteaded/Principal Residence owned or partially owned by the hardship Applicant.

The City requires all Applicants to provide copies of their originally-filled tax returns and will not accept summary information reports or reproduced tax returns. Federal and State tax returns must be signed unless "e-filed" documents are included. The City retains the right and is authorized to request a copy of any household occupant's federal income tax returns from the Internal Revenue Service or Michigan Income Tax Returns from the Department of Treasury pursuant to MCL 205.28, and all vehicle or titled asset registration information from the Secretary of State. Applicants may present other information in support of hardship status.

- 4. Applicants must meet the "City of Trenton Income Standards for Eligibility Guidelines" as adopted by the City of Trenton, provided such alternate guidelines do not provide income eligibility requirements less than the federal guidelines.

CITY OF TRENTON 2020 INCOME ELIGIBILITY GUIDELINES	
Family Size	Annual Income
1 Person	\$18,900
2 Person	\$21,714
3 Person	\$25,583
4 Person	\$27,142
5 Person	\$31,678
6 Person	\$36,319

**RECORD OF CITY COUNCIL PROCEEDINGS
CITY OF TRENTON, MICHIGAN
HELD ON THE 21st DAY OF JUNE, 2021**

7 Person	\$40,960
8 Person	\$45,601
Additional greater than 8 persons, add \$4,641 for each additional person	

The Board of Review shall consider income from all sources and from all occupants of the household when determining whether an Applicant meets the hardship income standards adopted by the City of Trenton. Income includes:

- a. Money, wages, and salaries before deductions.
- b. Regular payments for social security, railroad retirement, unemployment and worker's compensation, veteran's payments and public assistance.
- c. Gifts, loans, and contributions by all persons, whether living in the household or not.
- d. Alimony, child support, and military family allotments.
- e. Private pensions, government pensions, regular insurance or annuity payments, and inheritance payments.

In addition to meeting the income level requirements as noted above, Applicants must also meet requirements based on asset level, or otherwise stated requirements, such as saving accounts, checking accounts, certificates of deposit, investments, (including collectable items purchased for their investment value), stocks, bonds, inheritances, life insurance policies, interest earnings/dividends, retirement funds, and ownership in other real estate property, not to exceed \$50,000.

5. To be eligible for a partial exemption based on the asset level, or other standards, the following requirement will be met:
 - a. Applicant shall report the total value of savings accounts, checking accounts, and certificates of deposit, all investments, stocks, bonds, inheritances, life insurance policies, interest earning/dividends, and retirement funds from all household members.
 - b. Applicants shall not own interest in any real estate or leasing other than their principal residence.
 - c. The total value of any recreational vehicles or equipment shall not exceed the amount of the current annual property tax obligation. Recreational vehicles include snowmobiles, boats, jet skis, camping trailers, travel trailers, motorcycles, motor homes, off-road vehicles, or anything else which may be considered a recreational vehicle.

ADOPTED, APPROVED AND PASSED BY THE City Council of the City of Trenton, this June 21, 2021.

Moved by Councilman Cabauatan, seconded by Councilman Benedetti, to approve the Real Property Tax Hardship Partial Exemption Guidelines as amended for 2021.

Carried unanimously.

J-2

Acting City Administrator

Technical, Professional & Officeworkers Association of Michigan (TPOAM)
Settlement Framework for New Collective Bargaining Agreement

Moved by Councilman Cabauatan, seconded by Councilwoman Baun-Crooks, to approve the proposed settlement framework for a new Collective Bargaining Agreement between the City of Trenton and the Technical, Professional and Officeworkers Association of Michigan bargaining unit, adding 2.5% for a period of two (2) years, effective July 1, 2021 through June 30, 2023, and authorize the Mayor and City Clerk to sign the new contract on behalf of the City.

Carried unanimously.

J-3

Acting City Administrator

Dispatch Wages

Moved by Councilwoman Baun-Crooks, seconded by Councilman Benedetti, to authorize the premium payment of \$2.00 per hour to current dispatch base wages beginning July 1, 2021 through June 30, 2023, and authorize the City Controller to make the appropriate budget amendments and the Human Resources Director to adjust wages accordingly, permissible under the American Rescue Plan Act funding received by the City of Trenton.

Carried unanimously.

J-4

Acting City Administrator

Meeting Policy

Moved by Councilwoman Pate, seconded by Councilwoman Baun-Crooks, to concur with the recommendation of the City Administrator to transition to full in person meetings for Council and Council related business effective July 1, 2021, and continue to offer and support virtual Zoom option for any participants while permitted under Michigan law or public health order (currently December 31, 2021).

Carried unanimously.

J-5

City Controller

Budget Amendment for Fiscal Year ending 6-30-2021

Moved by Councilwoman Pate, seconded by Councilman Perugi, to concur with the recommendation of the City Controller and approve the Budget Amendments for Fiscal Year ending 6-30-2021.

Carried unanimously.

J-6
City Controller
OPEB Actuarial Valuation Report, June 30, 2020

Moved by Councilman Cabauatan, seconded by Councilwoman Pate, to receive and place on file the OPEB Actuarial Valuation Report as of June 30, 2020, submitted by Gabriel, Roeder, Smith & Company (GRS Consulting).

Carried unanimously.

J-7
Parks and Recreation Director
Trenton Summer Festival Road Closure

**CITY OF TRENTON
RESOLUTION 2021-20**

WHEREAS, the City wishes to make arrangements for the annual Trenton Summer Festival; and

WHEREAS, such arrangements require certain designations and approvals from various agencies.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Trenton, that the Trenton Summer Festival is hereby approved for Friday, June 25, 2021 through Saturday, June 26, 2021.

BE IT FURTHER RESOLVED that the event is designated as a "Special Event" pursuant to Trenton Ordinance No. 537 of 1994 (the "Ordinance"), and that the below mentioned street and highway surfaces be subject to the provisions of the Ordinance.

BE IT FURTHER RESOLVED that the Wayne County Dept. of Public Services give permission to the City of Trenton to close the following streets on the following dates:

Beginning at 4:00 a.m. Thursday, June 24, 2021 and continuing until Monday, June 28, 2021 at 5:00 p.m. or until the road is returned to normal traffic operation:

Close West Jefferson to through traffic from the north side of Walnut Street to the south side of Harrison Avenue.

Close West Road to through traffic from the east side of Third Street to the west side of Riverside Drive.

Close the north bound lane of West Jefferson between Slocum Street and Vreeland Road from 7:00 a.m. through 10:00 a.m. on Saturday, June 26th only.

BE IT FURTHER RESOLVED that the City of Trenton will close the following streets:

St. Joseph Street to through traffic from the east side of Third Street to Riverside Drive;

Elm Street to through traffic from the alley west of Third Street to the alley east of Riverside Drive;

Cherry Street to through traffic from the alley west of Third Street to the alley east of Riverside Drive.

BE IT FURTHER RESOLVED that numerous booths, displays and tents will be set up and a variety of activities will take place as part of the Festival.

BE IT FURTHER RESOLVED that, pursuant to Wayne County Regulations, the City shall assume liability for any damages which may arise as a result of the above mentioned road closures.

BE IT FURTHER RESOLVED that the City Engineer, Dennis Chegash, is hereby designated and authorized to sign the Road Closure Permit on behalf of the City of Trenton.

ADOPTED, APPROVED AND PASSED by the City Council of the City of Trenton, on this 21st day of June, 2021.

Moved by Councilwoman Baun-Crooks, seconded by Councilman Cabauatan, to approve the road closure request for the Summer Festival to be held on Friday and Saturday June 25 and June 26, 2021, under Police Department direction.

Carried unanimously.

J-8

Parks and Recreation Director
Kennedy Recreation Center Restaurant Space Lease Agreement

Moved by Councilwoman Pate, seconded by Councilman Cabauatan, to approve the lease agreement for the restaurant space at the Kennedy Recreation Center between the City of Trenton and KRR Enterprises, LLC, in the best interest of the City of Trenton, its residents and the Kennedy Recreation Center, and allow the Mayor and City Clerk to sign on the city's behalf.

Carried unanimously.

LATE COMMUNICATIONS

K-1

City Engineer

Resolution to Divide Property - Lots 510-516 Inclusive, Assessor's Trenton Plat No. 4, 239 West Road

**CITY OF TRENTON
RESOLUTION 2021-21
Petition to Divide Property, 239 West Road**

WHEREAS, The City of Trenton is petitioning the City Council for the purpose of dividing the following lots located in the City of Trenton, Michigan, the legal descriptions of area is as follows:

Lots 510 thru 516 inclusive of Assessor's Trenton Plat No. 4 as recorded in Liber 66 of Plats, Page 50, Wayne County Records.

WHEREAS, by dividing the above lots, they would be taxed as such;

NOW, THEREFORE, BE IT RESOLVED, that the Trenton City Council does hereby approve the division of the above described property, and be assessed for ad valorem purposes as follows:

- Parcel "A" – Lots 515 and 516 of "Assessor's Trenton Plat No. 4" as recorded in Liber 66 of Plats, Page 50, Wayne County Records.
- Parcel "B" – Lots 513 and 514 of "Assessor's Trenton Plat No. 4" as recorded in Liber 66 of Plats, Page 50, Wayne County Records.
- Parcel "C" - Lots 510 thru 512 and the northwesterly half of the adjacent vacated alley of "Assessor's Trenton Plat No. 4" as recorded in Liber 66 of Plats, Page 50, Wayne County Records.

In accordance with the survey attached herein and incorporated herein by reference.

BE IT FURTHER RESOLVED, that the City Clerk cause a copy of this Resolution to be recorded with the Office of the Register of Deeds for Wayne County, and a copy to be forwarded to the City Assessor and the Wayne County Assessment and Equalization Division.

ADOPTED, APPROVED AND PASSED by the City Council of the City of Trenton on this 21st day of June, 2021.

Moved by Councilwoman Pate, seconded by Councilwoman Baun-Crooks, to concur with the recommendation of the Planning Commission and the City Engineer and approve the petition to divide lots 510 through 516 inclusive of Assessor's Trenton Plat No. 4 into three parcels, parent parcel located at 239 West Road.

Carried unanimously.

K-2
Mayor Pro-Tem
Non-Union Proposal of Wage Adjustments

Moved by Councilman Benedetti, seconded by Councilwoman Baun-Crooks, to increase the non-union wage scale in the amount of 2.5%, effective July 1, 2021, and to provide a \$1,000 essential worker premium pay to full-time essential non-union employees at primary work locations of Fire Station #1, Fire Station #2, Police Station, City Hall, Wastewater Treatment Plant, and Department of Public Service, employed on July 1, 2021 to be paid on or before July 30, 2021, consistent with recent contract settlements, and authorize the City Controller to make the appropriate budget amendments.

Carried unanimously.

DISBURSEMENTS AND STATEMENTS

Moved by Councilman Benedetti, seconded by Councilwoman Baun-Crooks, to approve the Authorized Disbursements, June 21, 2021, in the amount of \$869,216.23.

Carried unanimously.

REPORTS

Moved by Councilman Benedetti, seconded by Councilman Benedetti, to approve the Financial Summary, May 31, 2021; Schedule of Investments and Cash on Hand, May 31, 2021; Civic Commission Minutes, May 3, 2021; Cultural Commission Minutes, May 29, 2021; Historical Commission Minutes, May 10, 2021; Fire Department Monthly Report, May 2021; and the Police Department Monthly Report, May 2021.

Carried unanimously.

OTHER COUNCIL BUSINESS

N-1
Mayor Rzeppa
Study Session

Moved by Councilwoman Baun-Crooks, seconded by Councilman Benedetti, to schedule a Study Session Monday, June 28 at 7:00 p.m., for the purpose of discussing marijuana ordinance.

Carried unanimously.

COMMENTS FROM THE COUNCIL AND OFFICIALS

Mayor Rzeppa Covid update: 1783 cases. Riverview Land Preserve public hearing; encouraged residents to send letters. Trenton Summer Festival. Commission openings. First ribbon cutting since pandemic; new chiropractor, Julia Augustyniak. Wayne County Drain Commission Notice; Controller Sall responded. Marijuana ordinance.

Councilman Cabauatan June 17 National Sanitation Workers Week. Shout out to Parks and Recreation Director Beaker for great programs in the city.

Councilwoman Baun-Crooks Thanked Summer Festival Committee for taking the lead by holding the festival. Sad news; Hal Akershoek from Olds Flower Shop passed away.

Councilman Benedetti DPW does an awesome job; we appreciate them. Rep. Camilleri looking into taking care of grass cutting issues. Acknowledged Human Resources Director and Acting City Administrator on settling contracts.

Councilman LeFevre City employees doing a great job. Asked Administration to list locations administering vaccine and what kind; Emergency Management Coordinator Haley responded.

Councilman Perugi City workers do a great job; thank you to them.

Councilwoman Pate Thanked DPW for keeping flowers watered downtown; thanked Summer Festival Committee; visit Police Dept. and Cultural Commission tents. Made it to second round of MML grant. Deeply Rooted project. Hal Akershoek's passing. COVID memorial. Reach out to veterans groups to continue War Memorial Committee.

City Clerk Devitt Study Session Monday, June 28 at 7:00 p.m. regarding marijuana ordinance. City Hall closed Monday, July 5 in observance of Independence Day. Next Regular Council Meeting Tuesday, July 6 at 7:00 p.m.

City Treasurer McCullough Appreciates being back in person for meetings. We will miss Hal Akershoek.

Emergency Mgt. Coordinator Haley Pop-up covid vaccine clinic at Summer Festival Friday, June 25 from 10:00 a.m. to 3:00 p.m.;

	Johnson & Johnson vaccine. Covid information available on City website.
Parks and Rec. Director Beaker	Trenton Summer Festival this weekend, Friday and Saturday, June 25 and 26.

COMMENTS FROM THE PUBLIC

Jason O' Dea	Appreciates Mayor and Council listening to feedback regarding Riverview landfill. Upset with Council promoting covid vaccine.
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MOTION TO ADJOURN by Councilwoman Baun-Crooks, seconded by Councilman Cabauatan, at 7:57 p.m.

Carried unanimously.

APPROVED BY:

STEVEN J. RZEPPA, MAYOR

ERIC J. HOSHAW, DEPUTY CITY CLERK

MINUTES PREPARED BY: Eric J. Hoshaw, Deputy City Clerk

APPROVED ON: _____

INFORMATION ITEMS:

1. Wayne County Drain Commissioner: Blakely Drain, Notification of Necessity, June 10, 2021
2. Comcast: Xfinity TV Services, June 10, 2021