

## HIAWATHA TOWNSHIP ASSESSOR RESOLUTION

**WHEREAS**, State Tax Commission requires compliance with audit procedures under MCL 211.10g of the General Property Tax Act 206 of 1893 as amended.

**WHEREAS**, subject to State Tax Commission guidelines, the Hiawatha Township assessor's office contact information will be published on our website.

**WHEREAS**, the estimated response time for taxpayer inquiries not to exceed 2 business days.

**WHEREAS**, this contact information should be used for arranging in person meetings and for requests for inspection or production of assessing records.

**WHEREAS**, a taxpayer may also use this contact information to have the assessor's office informally hear and resolve disputes brought by the taxpayer before the March meeting of the board of review, however this is not mandatory.

**WHEREAS**, Hiawatha Township will also provide taxpayers online access to information regarding its assessment services.

**WHEREAS**, the assessing office shall annually conduct a personal property canvass and maintain sufficient personal property records in accordance with statutory requirements.

**WHEREAS**, the assessing office shall annually review and meet the requirements outlined in the State Tax Commission's publication entitled, "Supervising Preparation of the Assessment Roll", as those requirements existed on October 1, 2018.

**WHEREAS**, the assessing office shall also comply with any other requirement that the State Tax Commission lawfully promulgates under the administrative procedures act of 1969, 1969 PA 306, MCL 24.201 to 24.328, in the exercise of its authority that expressly states that it is intended as an additional audit requirement under MCL 211.10g(1).

**NOW, THEREFORE BE IT RESOLVED**, that Hiawatha Township will comply with State Tax Commission audit procedures under MCL 211.10g of the General Property Tax Act 206 of 1893 as amended.

### ROLL CALL VOTE:

**AYES:** Baker, Matchinski, Beckman, Larson, Jenerou

**NAYS:** None

### RESOLUTION DECLARED ADOPTED.

### CERTIFICATION

I certify that the foregoing is a true and complete copy of a resolution adopted by the Hiawatha Township Board, Schoolcraft County, State of Michigan, at a Regular Meeting held on December 16, 2021, and that public notice of said meeting was given pursuant to Act No 267, Public Acts of Michigan, 1976.

*Kelly Matchinski 12-16-21*  
Kelly Matchinski, Clerk