

Northfield Township

MICHIGAN

Township Talk

News from the Supervisor

It is a beautiful time to live in Northfield Township. We have countless businesses moving into our downtown, development in our Research, Technology and Manufacturing corridor, and the first residential development in over two decades at N. Territorial & Whitmore Lake Road. The township board has made it a priority to clean up the community, and it has been a great success so far. We have eliminated old signs, removed blight throughout the downtown, and guided businesses in cleaning up their property. None of this could have been accomplished without the ongoing support from great community members like yourselves.



Site Plan for Chestnut Hills Development

We have also made many improvements to our Northfield Township Community Center in the past year thanks to grant funding. Our Community Center now has an overflow parking lot on the north side of the building, improved outdoor lighting for both parking lots, and new flooring inside the center. We are hoping to get programming back up and running at the Community Center soon, as pandemic restrictions allow.



As we look to 2022, we will focus on the North Village Park design, connecting our communities through improved sidewalks and pathways, and ensuring our population hubs have a safe way to walk downtown. Our continued partnership with the Washtenaw County Road Commission should see additional crosswalks, improved intersection traffic flows and speed dampening measures to make Main Street and Barker Road safer places for pedestrians.

Ken Dignan, Township Supervisor

Welcome Our New Manager

On Saturday, September 25th, the Northfield Township Board of Trustees interviewed four candidates for the position of Northfield Township Manager. Each candidate offered a unique set of skills and experiences, and the Board was impressed by the caliber of each candidate. The decision of the board was unanimous to extend a conditional offer of employment to Mr. Mark D. Lloyd. Mr. Lloyd started in the Northfield Township office on November 8, 2021. Mr. Lloyd brings with him over 25 years of executive level experience in Public Administration, Planning & Zoning Administration, Community Development and Economic Development.

Special thanks to the recruiting professionals at the Michigan Municipal League for providing a smooth search process and bringing in some great candidates for consideration.



Treasurer's Office Tidbits

At the Board of Trustees Special Meeting held on Thursday, August 5, 2021 the Northfield Township Board of Trustees accepted the resignation of Treasurer Lenore Zelenock, who purchased a new home and moved out of the township. Deputy Treasurer, Emily Hofsess, also resigned her post effective August 5, 2021. Trustee Jacqueline Otto was appointed as Township Treasurer and our Front Desk Clerk, Stacie MacDonald, was appointed as the new Deputy Treasurer. Both have made a smooth transition into their new roles.



2021 Winter Taxes are due **by Monday, February 14, 2022** to avoid interest and penalty. **Failure to receive your tax bill does not exempt you from paying or being assessed late charges.** On Feb. 15th, penalty and interest will be applied. Postmarks are not accepted as payment date. The last day to pay 2021 Taxes at the township office is **Monday February 28, 2022**. Please see your tax bill for more information. **Property Taxes (Summer and Winter) not paid by February 28, 2022 must be turned over as delinquent to Washtenaw County and must then be paid at the County Treasurer's office. The Township cannot legally accept property tax payments after February 28, 2022.**

For your convenience, there are two 24 hour payment drop boxes at the township offices. Taxes are payable by cash, check or credit/debit card. Please Note: The card processing company charges a processing fee of 3% of the amount paid for credit/debit card payments. Northfield Township does not receive any portion of this convenience fee. If you have any questions, we are here to help.

Warm Regards -

Your Treasurer, Jacqueline Otto and Deputy Treasurer, Stacie MacDonald

Personal Property Tax for Businesses

Personal property used by businesses has been subject to taxation in Michigan. Business Personal Property generally consists of furniture and fixtures, machinery and equipment, computers, etc. All tangible personal property in your possession as of **December 31st of the preceding year**, including fully appreciated and expensed assets, must be reported. The Personal Property Statement form is mailed each year in December. If you do not receive a form, you can print a copy from the state treasury website at: http://www.michigan.gov/documents/taxes/632_2011_337716.6.pdf

Qualifying for Personal Property Tax Exemption

Effective in 2014, an exemption was created for the personal property owned by businesses if the true cash value of the personal property owned, leased, or possessed by a business or a related party is **less than \$80,000** within the assessment jurisdiction. This exemption has become known informally as the 'small taxpayers' exemption and the exemption is only for commercial and industrial personal property.

To claim this exemption, the business must file **Form 5076 - Small Business Property Tax Exemption Claim Under MCL 211.9o**. This form must be filed (postmark is acceptable) with the Assessing Department by **February 20th each year**. Effective the **2019 tax year**, once the small taxpayer's exemption has been granted, it will remain in place unless denied by the assessor or unless the business exceeds the \$80,000 limit (in which case the business must file a Personal Property Statement with the assessor).

Property owners who timely file Form 5076 are not required to file a Personal Property Statement. Taxpayers are required to maintain books and records for four years after filing a form claiming the exemption; penalties apply for fraudulent exemption claims.

Sold, Closed, Or Moved Your Business?

December 31st is the Tax Day in the State of Michigan. Unlike real property where taxes are prorated at the time of sale, a **personal property tax is due for the entire year**. For example, if your business moves out of the Township on any day during the calendar year following Tax Day (December 31st), you, as a business owner, are still liable for the personal property tax for the remainder of the calendar year. Personal property taxes would be due to Northfield Township if your business re-locates to the following year. Your business cannot be taxed a personal property tax by two jurisdictions in the same year.

If you have further questions regarding Personal Property Tax, please visit the Northfield Township website at: www.twp-northfield.org/tax-assessingFAQ



Clerk's Corner

Sewer Billing

Northfield Twp. sewer billing is on a quarterly billing cycle billed in arrears.

- February 1st** - covers service from Nov. 1 - Jan. 31
- May 1st** - covers service from Feb. 1 - Apr. 30
- August 1st** - covers service from May 1 - Jul. 31
- November 1st** - covers service from Aug. 1 - Oct. 31

10% Late fee added if payments are received after due date

Failure to receive your bill does not waive past due penalties

PLEASE DO NOT FLUSH:

- wipes** (even if they say "flushable")
- paper towels/napkins**
- sanitary items**



ONLY FLUSH TOILET PAPER

Election Information

Northfield Township has two elections scheduled for 2022:

- August 2, 2022 - Primary Election
- November 8, 2022 - General Election

At this time there is no election scheduled for May 2022. Keep an eye on our website for updates. To register to vote, see election results, and more, visit www.mi.gov/vote

Kathleen Manley - Clerk Cristina Wilson - Deputy Clerk
April Laitinen - Election Coordinator

Members and Alternates Needed:

ZBA, DDA, Parks & Recreation Board, and Board of Review

Northfield Township currently has vacancies on the following Boards and Commissions:

Zoning Board of Appeals (ZBA): The ZBA has the ability to grant variances or exemptions to the Zoning Ordinance in instances where there is evidence of hardship. The ZBA meets at 7:00pm on the 3rd Monday of each month (as needed). ZBA members serve 3-year terms.

Board of Review: The Board of Review reviews the annual assessment roll for complete, accurate, uniform, and valid data. The Board of Review meets in March, July, and December each year. Board of Review members serve a 2-year term.

Parks & Recreation Board: Members of the Parks & Recreation Board are members of the community interested in advancing recreational opportunities within our township. Parks & Recreation members serve 3-year terms. The Parks & Recreation Board meets on the 3rd Thursday of each month at 7:00pm.

Downtown Development Authority (DDA): The DDA is looking for **business owners** in downtown Whitmore Lake or the US-23 and North Territorial area to join the DDA. The mission of the DDA is to undertake public improvements and activities that have the greatest impact in strengthening the business district and attracting new private investments. The DDA typically meets on the 4th Wednesday of each month. DDA members serve 4 year terms. Interested applicants should contact Sup. Ken Dignan at dignank@northfieldmi.gov or (734) 546-7803.

If any of the above openings are of interest to you, please complete our "Boards and Commissions Application" found on the township website and submit your application to the Township Office.

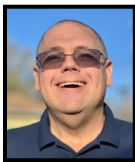
Board of Trustees

Honored to serve the residents of Northfield Township!

Please contact us with any comments, questions, or concerns.

boardmembers@northfieldmi.gov

(Board of Trustees email suffix: @northfieldmi.gov)



Ken Dignan III
Twp. Supervisor
dignank@
(734) 546-7803



Jacqueline Otto
Twp. Treasurer
ottoj@
(734) 368-2251



Kathleen Manley
Twp. Clerk
manleyk@
(734) 231-1468

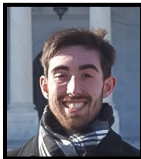
Township Trustees



Janet Chick
chickj@
(734) 788-4954



Nate Muchow
muchown@
(734) 637-7557



Joshua Nelson
nelsonj@
(734) 666-9449



Rachel Smith
smithr@
(734) 623-9814

Calendar of Events

Township Office CLOSED

- * December 24 & 27 - Christmas holiday
- * December 31 & January 3 - New Year's
- * January 17 - MLK, Jr. Day
- * February 21 - Presidents Day

Township Office Open Late

Our Office will be open until 5:00pm on **Tuesday, Dec. 28** to accept Tax Payments

Winter Taxes Due: February 14, 2022

Mitten Tree



The Community Center Mitten Tree is ready to be decorated with your donations of newly purchased or hand-made winter hats, scarves, earmuffs, gloves, mittens, socks, etc. **The deadline for donations is Dec. 4.**

Please call (734) 449-2295 to schedule a time to drop off your donations (9101 Main St.) or for more information. All Mitten Tree donations go to Adopt-a-Family and other local charities.

Holiday Tree Lighting

Tuesday, December 7, 6:30-7:30PM
Enjoy free refreshments as you listen to the WLHS Band play some classic holiday songs. But keep your eyes to the north as Santa will be arriving to light our holiday tree. Dress warmly for this outdoor event at the Northfield Twp. Area Library (NTAL) (125 Barker Rd.).

Santa Visit & Pictures

Thurs. Dec. 9, 5-7PM

Sat. Dec. 11, 11AM-2PM

Tues. Dec. 14, 3-5PM (bring your pets!)

Santa Claus is coming to NTAL (125 Barker Rd.) Dress warmly in your holiday best to see Santa for a contactless, outdoor, holiday photo opportunity. Don't forget to bring your wish list for Santa. Register at www.ntal.org

Twinkle the Town

Friday, December 10 starting at 6:30pm

Starting at the Elementary School, take a drive around town to see the holiday lights and decorations and feel a little Christmas cheer! Be on the look-out for a visit from Santa.

Meeting Information

The Northfield Township Board of Trustees meets on the 2nd and 4th Tuesday of each month at 7:00 p.m. If you are unable to attend a meeting in person, you can view the recorded meetings on-line via Northfield Township's Livestream account: www.livestream.com/accounts/1160710.

Meeting agendas and packets are available to view in the township office and on-line the Friday prior to the meetings.

Other meetings—all are open to the public:

Planning Commission: Meets the 1st and 3rd Wednesdays of the month

Zoning Board of Appeals: Meets the 3rd Monday of the month

Park and Recreation Board: Meets the 3rd Thursday of the month

Downtown Development Authority: Meets the 4th Wednesday of the month

Board of Review: Meets in March, July and December

Land Preservation Committee: Meets the 1st Monday of the month at 6:00 p.m.

Library Programming

Sensory Play Group for Ages 0-6

Every Friday, 11am-12pm

Age appropriate, hands-on sensory, art, & early literacy activities. No registration is required.

Little Listeners Story Time for Ages 0-6

Every Wednesday, 11am-11:30am

Join Ms. Hillary for stories, songs, and more! No registration required.

Teen Advisory Board for Tweens/Teens

Thursday, January 6, 6-7pm

Join other teens to discuss library matters and plan future events at NTAL. Earn volunteer hours by becoming a member. Register online to become a member at www.ntal.org.

Winter Break Activities for Kids/Tweens/Teens

Mon., Dec. 20 & 27, 12-3pm - Movie & Popcorn

Tues. Dec. 21 & 28, 12-3pm - Games/Puzzles

Wed., Dec. 22 & 29, 12-3pm - Arts & Crafts

Thurs, Dec. 23 & 30, 12-3pm - Reading

Enjoy a different activity each day during winter break. No registration is required.

Community Matters

Our theme for 2022 is *Community Matters*. We want to support and partner with local businesses and organizations within Northfield Twp. Contact us at 734-449-0066 ext. 22 if you would like to be featured at one of our monthly events.

Northfield Twp. Area Library—125 Barker Rd.

Office Information

Northfield Township Offices are open from 8:00 a.m. - 4:30 p.m., Monday through Friday, unless otherwise posted. Closed for lunch from 1-1:30 p.m.

Mailing Address: 8350 Main Street
PO Box 576
Whitmore Lake MI 48189

Phone: (734) 449-2880

Fax: (734) 449-0123

Website: www.twp-northfield.org

Building Department (734) 449-5000

Community Center (734) 449-2295

Northfield Twp. Area Library (734) 449-0066

Wastewater Treatment Plant (734) 449-4159

Police Dept. (non-emergency) (734) 449-9911

Fire Dept. (non-emergency) (734) 449-2385

