



ROSCOMMON TOWNSHIP BOARD REGULAR MEETING MINUTES	
8555 Knapp Road, Houghton Lake, MI 48629	3226
September 10, 2019	
Supervisor Randall called the meeting to order at 7:00 p.m., and lead the Pledge of Allegiance.	Call to Order
Board Present: Randall-Supervisor, Milburn-Clerk, Hose-Treasurer, DuPuis-Trustee, and Christian-Trustee.	Roll Call
	CONSENT AGENDA
Motion by Hose, second by Milburn, to accept the items on the Consent Agenda with the additional bills. All yes, Motion carried.	Approved
	PUBLIC COMMENT
Resident stated interest in becoming a Planning Commission Board member.	Planning Commission
Resident inquired about policy for meeting minutes on website.	Minutes Policy
	CORRESPONDENCE
Supervisor reviewed Notice from Road Commission for Fall Ride Around.	RCRC Fall Ride Around
Roscommon Township Planning Commission member Janice Porath's resignation letter was reviewed. Motion by Christian, second by Hose, to accept the resignation of Janice M. Porath from the Roscommon Township Planning Commission effective September 10, 2019, with the board's sincere appreciation for her service to her community. All yes, Motion carried.	Planning Commission Member Resignation
Supervisor presented request from resident asking for a sign warning of autistic child on Emery Road. Motion by Hose, second by DuPuis, to authorize purchase and placement of an Autistic Child Sign to be placed near 7897 W. Emery Road. All yes, Motion carried.	Autistic Child Sign on Emery Road
Board reviewed and discussed correspondence from Melissa Liberty regarding use of Dutcher Softball Complex for tournament fundraiser. Motion by Christian, second by DuPuis, to authorize the 2019 Cancer Sucks Softball Tournament for September 21 and 22, 2019 at Dutcher Softball Complex contingent upon proper insurance and \$100.00 cleaning deposit. All yes, Motion carried.	Cancer Sucks Softball Fundraiser
	UNFINISHED BUSINESS
Supervisor presented renewal for Priority Health and Guardian Dental and Vision Insurance. Motion by Milburn, second by Hose, to renew the Priority Health and Guardian Dental and Vision policies with five and three percent increases. All yes, Motion carried.	Health Insurance and Dental and Vision Policy Renewals
Clerk discussed correspondence from Arcadia Benefits Group regarding Cobra. Consensus of Board to authorize Clerk to sign and file Cobra questionnaire with Arcadia.	Arcadia Benefits Group
Clerk presented the Consumers Energy LED Streetlight Conversion project. Motion by Milburn, second by DuPuis, to adopt Resolution #2019-9-10 to approve the LED Streetlight Conversion Project with Consumers Energy for a cost not to exceed \$107,289.00. All yes, Motion carried.	Resolution #2019-9-10 LED Streetlight Conversion Project
Board reviewed and discussed the County Brownfield Authority Resolution. Motion by Milburn, second by DuPuis, to adopt Resolution #2019-9-10a, Resolution of Concurrence by Municipality to join the Roscommon County Brownfield Redevelopment Authority with Clerk's version changes. All yes, Motion carried.	Resolution #2019-9-10a Roscommon County Brownfield Redevelopment
Supervisor discussed website conversion hoping to have a proposed launch date of November 1, 2019, and asked departments to review their pages.	Website Conversion
September Budget Work Session was rescheduled for September 25, 2019 at 8:30 a.m.	Work Session Date
Trustee/Ordinance Administrator DuPuis updated Board regarding weed and grass ordinance amendment. He will work on bringing proposed Ordinance to Board.	Grass and Weed Ordinance
	NEW BUSINESS
Roscommon Township Fire Department Executive Board recommendation to reappoint Riley Davis was reviewed. Motion by Christian, second by Hose, to re-appoint Riley Davis to the position of Probationary Firefighter of Roscommon Township Fire Department effective September 10, 2019. All yes, Motion carried.	Re-appointment Probationary Firefighter

	NEW BUSINESS Con'd
Supervisor presented the 2019 Questview Streetlight Special Assessment. Motion by Hose, second by Milburn, to adopt Resolution #2019-9-10b to set the Questview Streetlight Special Assessment at \$44.00 per unit for the 2019 Winter Tax Bill. All yes, Motion carried.	Resolution #2019-9-10b Questview Streetlight Special Assessment
Board reviewed the Solid Waste Special Assessment and discussed Household Hazardous. Motion by Milburn, second by DuPuis, to adopt the 2019 Solid Waste Special Assessment at \$140.00 per unit for the 2019 Winter Tax Bill. All yes, Motion carried.	2019 Solid Waste Special Assessment
Motion by Hose, second by Christian, to authorize Supervisor/Assessor to make subsequent changes in the names, addresses and units charged of the property owners of the Solid Waste Special Assessment Roll and provide such updates to the Roscommon Township Treasurer. All yes, Motion carried.	Solid Waste Special Assessment Roll
Trustee/Ordinance Administrator DuPuis presented the Board and the Board reviewed two new dwellings to be considered for the Dangerous Buildings process. Motion by Milburn, second by DuPuis, to authorize Roscommon Township Supervisor to submit the following described property for review as possible violation pursuant to the Roscommon Township Dangerous Building Ordinance No. 73, parcel number 72-011-214-002-0040, 707 Federal, Houghton Lake MI, 48629, legally described as: Commencing at 1/4 post between Sections 11 and 14; thence east on Section line 10 rods; thence S 8 rods; thence W 10 rods; thence N 8 rods to point of beginning; part of NW 1/4 of NE 1/4; Section 14, T22N R4W. All yes, Motion carried.	Dangerous Buildings 707 Federal
Motion by DuPuis, second by Christian, to authorize Roscommon Township Supervisor to submit the following described property for review as possible violation pursuant to the Roscommon Township Dangerous Building Ordinance No. 73, parcel number 72-011-485-007-0000, 206 McClellan Blvd, Houghton Lake MI, 48629, Lot 7, Nottingham Forest. All yes, Motion carried.	Dangerous Buildings 206 McClellan Blvd
Board discussed setting up interviews for the Maintenance Supervisor opening and making the position full time. A date was set for September 18, 2019 starting at 8:30 a.m. Clerk will contact applicants regarding interviews.	Maintenance Supervisor Interviews
Supervisor stated there was MTA TGA classes for board members to attend. It was consensus of the Board to not attend due to unavailability of each board member.	MTA TGA classes
Supervisor presented the MTA Emerging Issues in Emergency Services class to the Board. It was consensus of the Board to not attend the MTA class.	MTA Emergency Services Class
Clerk presented the MDNR Trust Fund Agreement Amendment for the Lakeview Park Phase II grant. Motion by Hose, second by Christian, to adopt Resolution #2019-9-10c Roscommon Township Michigan Natural Resources Trust Fund Agreement Amendment as presented. All yes, Motion carried.	Resolution #2019-9-10c MDNR Trust Fund Agreement Amendment
Clerk discussed the request for upgraded modems in tabulators for elections. Motion by Milburn, second by Hose, to authorize up to \$650.00 to upgrade the modems in the DS200s to allow the County to have faster election results. All yes, Motion carried.	DS200 Modem Upgrades
Supervisor presented quote for a new network printer for the Township Hall. Motion by Hose, second by Milburn, to authorize the purchase of a Lexmark MS 823 network printer in the amount of \$2,020.00 from line item's 101-101-977-00 and 101-253-977-00. All yes, Motion carried.	Network printer
Treasurer discussed quote received for new office chairs. Motion by Hose, second by DuPuis, to authorize the purchase of eight new office chairs for a cost of \$1,920.00 which includes discount for eight trade-ins, from line item 101-101-977-00. All yes, Motion carried.	New office chairs
Board reviewed budget amendments for elections budget due to transit authority election and new modems. Motion by DuPuis, second by Christian, to authorize the election budget amendment as presented. All yes, Motion carried.	Election Budget Amendments

Board review budget amendments for traffic control due to sign upgrades. Motion by Milburn, second by Hose, to amend the traffic control budget amendments as presented. All yes, Motion carried.	Traffic Control Budget Amendments
Board reviewed budget amendments due to LED streetlight conversion project. Motion by Hose, second by Christian, to approve the budget amendments for the LED Streetlight Conversion Project as presented. All yes, Motion carried.	LED Streetlight Budget Amendments
	ANNOUCEMENTS
Treasurer stated the Taxes are due Monday September 16, 2019.	Taxes
	PUBLIC COMMENT
Resident asked questions regarding website meeting minutes, banners, wages and chairs.	Minutes, banners, wages
Resident expressed agreement with new LED streetlight project and savings he had received from similar project.	LED Lights
Resident offered \$100 donation for cleaning deposit for the Cancer Sucks Fundraiser being held at the Dutcher Softball Complex.	Deposit Donation
	ADJOURN
Motion by Hose, second by Milburn to adjourn the meeting at 8:22 p.m.	8:22 PM
Carie A. Milburn, Township Clerk  Date: 10/2/19	
Diane F. Randall, Township Supervisor  Date: 10/2/19	Minutes prepared by Deputy Clerk Stogiera

1. Name of the project	...
2. Objectives of the project	...
3. Justification of the project	...
4. Methodology	...
5. Budget	...
6. Risk management	...
7. Monitoring and evaluation	...
8. Sustainability	...
9. Conclusion	...
10. References	...