



ROSCOMMON TOWNSHIP BOARD REGULAR MEETING MINUTES	
8555 Knapp Road, Houghton Lake, MI 48629	3221
April 9, 2019	
Supervisor Randall called the meeting to order at 7:02 p.m., and Trustee/Assistant Fire Chief Rob Clark 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 DuPuis, to approve the items on the Consent Agenda with the additional bills. All yes, Motion carried.	Approved
	PUBLIC COMMENT
Michigan Works and Economic Development Representative spoke regarding the County's goal to assist local units with blight to attract redevelopment.	Economic Development
	CORRESPONDENCE
Baird, Cotter & Bishop audit fiscal year 2018/2019 has been scheduled. Motion by Milburn, second by Hose, to authorize Clerk to execute the Engagement Letter with Baird Cotter & Bishop, P.C. for the 2018/2019 Fiscal Year Audit to begin approximately on April 29, 2019. All yes, Motion carried.	2018/2019 FY Audit
Trustee DuPuis read the Roscommon Township Planning Commission recommendation regarding Recreational and Medical Marijuana Ordinances and the Board discussed the matter. Motion by DuPuis, second by Milburn, to adopt Resolution #2019-4-9 to adopt Ordinance #76; Prohibition of Recreational Marijuana Establishments Ordinance as presented effective 30 days after publication. All yes, Motion carried.	Resolution #2019-4-9 Recreational Marijuana Establishments Ordinance
Motion by Milburn, second by DuPuis, to adopt Resolution #2019-4-9a to accept the Roscommon Township Planning Commission's recommendation to opt out of Medical Marijuana facilities in Roscommon Township. All yes, Motion carried.	Resolution #2019-4-9a Medical Marijuana Facilities Opt-Out
Clerk advised the Board of request to use of the Cemetery for a scene of the Frozen Stupid 2 movie. Motion by DuPuis, second by Christian, to authorize Clerk to execute a Memorandum of Understanding with Brauer Productions, Inc. that allows respectful and specific use of the Roscommon Township Cemetery. All yes, Motion carried.	Cemetery Use Request
	UNFINISHED BUSINESS
Supervisor Randall opened and the Board reviewed seven bids regarding the Dangerous Building Demolition Projects. Motion by Milburn, second by Hose, to approve bid for 2019 demolition of 7027 Emery, 2019 demolition of 4022 Tower Hill and 2019 demolition of 244 S. Harrison to MBS Construction and Development, LLC for an amount not to exceed \$14,700.00. All yes, Motion carried.	2019 Dangerous Building Demolition Projects
Supervisor discussed the sale of Township Property in Jane-B Subdivision, stating there were zero bids received. Motion by Hose, second by Christian, to adopt Resolution #2019-4-9b to reduce the minimum bid to \$1,000.00. All yes, Motion carried.	Resolution #2019-4-9b Sale of Jane-B Subdivision
An updated Resolution was presented to the Board for Michigan Township Participating Plan Representative position. Motion by Hose, second by DuPuis, to adopt Resolution #2019-4-9c confirming Diane Randall as appointment of member representative to the Michigan Township Participating Plan. Christian-Yes, DuPuis-Yes, Randall-Abstain, Milburn-Yes, Hose-Yes, Motion carried.	Resolution #2019-4-9c Michigan Township Par Plan Representative
	NEW BUSINESS
Supervisor updated the Board of Heights Park project for Sperry Memorial and presented quotes for playground equipment. Motion by Hose, second by Milburn, to authorize purchase of the Multiple Recreation Equipment Option 1 for a cost not to exceed \$10,902.00. All yes, Motion carried.	Heights Park Equipment Purchase
Lakeview Park Phase II project was discussed and Clerk advised a partial reimbursement had been received from MDNR.	Lakeview Park

Skinner Park Disc Golf Course was discussed and final signs to be installed soon. Also Park Committee's initial look into a dog park.	Skinner Park
Trustee/Assistant Fire Chief Christian discussed Standard Operating Guidelines Amendment and read updated policy. Motion by Hose, second by Milburn, to amend the Roscommon Township Fire Department Standard Operating Guidelines to Include Dual Department Membership Policy as presented effective April 9, 2019. All yes, Motion carried.	Fire Department Standard Operating Guideline Amendment- Dual Department
Correspondence from Roscommon County disbanding the Roscommon County HazMat Response Team was read and discussed. Motion by Hose, second by DuPuis, to acknowledge the Roscommon County Board of Commissioners' motion to disband the Roscommon County Hazardous Material Operations Team effective February 27, 2019, with Roscommon Township to be refunded at least \$14,000.00 for its monetary contributions to the worthy and important service. All yes, Motion carried.	Roscommon County HazMat Response Team
Request from Roscommon Township Compost Center Manager regarding pay raises was reviewed and discussed. Motion by Hose, second by Christian, to authorize pay for Compost/Recycle Center Manager to be \$12.50 per hour effective April 9, 2019. All yes, Motion carried.	Compost Center Manager pay
Motion by DuPuis, second by Hose, to authorize Compost/Recycle Center Attendant to be \$10.50 per hour effective April 9, 2019. All yes, Motion carried.	Compost Center Attendant pay
Purchase of required Compost Center monitoring tools was discussed. Motion by Milburn, second by Christian, to authorize up to \$400.00 for heavy duty Compost Thermometer and Long Stem Moisture Meter from line item 226-000-977-00. All yes, Motion carried.	Purchase of Compost Center Monitoring Tools
Supervisor mentioned 2019 Compost Permits/Stickers are available at the Township Hall and possible consideration for Lake Township to pay a flat rate for its residents to utilize the facility. Board decided to have a special meeting to review the matter.	Lake Township Residents utilizing Compost Center
Roscommon County Equalization Contract for Assessment assistance was presented. Motion by Hose, second by Christian, to adopt Resolution #2019-4-9d to authorize Supervisor to contract with Roscommon County Equalization for the 2019/2020 year for Option A for \$1.15 per parcel and .44 cents per parcel mailing. All yes, Motion carried.	Resolution #2019-4-9d Roscommon County Equalization Contract
Trustee DuPuis presented information on the Hall LED light retrofit project. Motion by Hose, second by DuPuis, to authorize up to \$2,700.00 to upgrade Township Offices, Community Hall and exterior lighting with LED lights from line item 101-265-976-00. All yes, Motion carried.	Township Hall LED light project
2019 Roscommon Township Road Projects were reviewed. Motion by DuPuis, second by Christian, to authorize Supervisor and Clerk to execute Road Agreements for multiple roads in the amount of \$82,470.00. All yes, Motion carried.	2019 Roscommon Township Road Projects
Street Sign Replacement Phase IV was discussed. Motion by Hose, second by Milburn, to authorize replacement street signs for Phase IV (Collingwood area) for an amount up to \$2,500.00. All yes, Motion carried.	Street Sign Replacement Phase IV
Supervisor requested permission to attend a free Property Assessing Workshop. Motion by Hose, second by Christian, to authorize Supervisor to attend State Tax Commission Workshop on May 28, 2019 with mileage reimbursement. All yes, Motion carried.	Property Assessing Workshop
Clerk requested permission to attend a free Election System Workshop. Motion by Hose, second by DuPuis, to authorize Clerk to attend Election Workshop with mileage reimbursement. All yes, Motion carried.	Election System Workshop
Two quotes for cleaning Township Offices and Community Hall were reviewed. Motion by Milburn, second by Hose, to authorize Just Windows Cleaning Company, LLC to provide cleaning services for Roscommon Township Offices and Community Hall as set forth in its quote, with listed cleaning responsibilities, effective May 1, 2019 from line item 101-265-776-00. All yes, Motion carried.	Roscommon Township Offices and Community Hall cleaning

Board discussed the 2019/2020 Budget in regards to the recent Lakeview Phase II project updates. Proposed amendments were reviewed. Motion by Christian, second by Hose, to authorize the Budget Amendments as presented. All yes, Motion carried.	2019/2020 Budget Amendments
2019 Pest Control quote was reviewed. Motion by DuPuis, second by Christian, to accept quote for pest control from the De-Bug Lady for \$100.00 per spray. All yes, Motion carried.	2019 Pest Control quote
Supervisor discussed highlighting local businesses in the Township and blight removal that has taken place over the years to help promote a positive vision for Roscommon Township. It was consensus of the Board to allow monthly or semi-monthly business spotlights and allow up to \$100.00 per month for such promotion.	Local Business Spotlight
ANNOUCEMENTS	
Trustee DuPuis mentioned a suggestion of possible roundabout at the intersection of M-55 and Loxley to slow traffic.	Roundabout
PUBLIC COMMENT	
Multiple residents stated concerns with blight along M-55 and a vacant building.	M-55 Blight
Planning Commission Chair Jeske discussed MDOT funding for Airport Hangar Project.	Airport Hangar Project
ADJOURN	
Motion by Hose, second by Milburn, adjourn at 8:52 p.m.	8:52 p.m.
 Carrie A. Milburn, Township Clerk Date: 5/8/19	
 Diane F. Randall, Township Supervisor Date: 5/8/19	Minutes prepared by Deputy Clerk Stogiera

