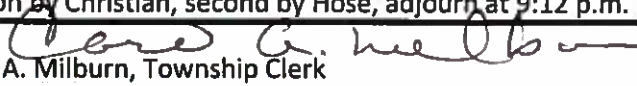



<b>ROSCOMMON TOWNSHIP BOARD REGULAR MEETING MINUTES</b>	
<b>8555 Knapp Road, Houghton Lake, MI 48629</b>	<b>3223</b>
<b>June 4, 2019</b>	
Supervisor Randall called the meeting to order at 7:00 p.m., and retired Fire Chief Richard Martin lead the Pledge of Allegiance.	Call to Order
Board Present: Randall-Supervisor, Milburn-Clerk, Hose-Treasurer, DuPuis-Trustee, and Christian-Trustee.	Roll Call
	<b>AGENDA</b>
Trustee DuPuis asked to add utility trailer purchase to the Agenda. Motion by Hose, second by Christian, to amend the Agenda to include the Utility Trailer under New Business #13. All yes, Motion carried.	Agenda Amendment
	<b>CONSENT AGENDA</b>
Clerk asked to remove dump trailer usage bill from the Consent Agenda to be discussed with the Utility Trailer. Motion by Hose, second by DuPuis, to approve the items on the Consent Agenda with the additional bills and dump trailer usage bill extracted to New Business #13 . All yes, Motion carried.	Approved
	<b>PUBLIC COMMENT</b>
Roscommon County Transit Authority representative mentioned RCTA August millage.	RCTA Millage
	<b>CORRESPONDENCE</b>
Houghton Lake Bobcat Youth Football & Cheerleading request for use of the Skinner Park field and pavilion area was discussed. Motion by Hose, second by Christian, to authorize Bobcat Youth Football & Cheerleading use of the former soccer fields at Skinner Park from August 5, 2019 through October 25, 2019, with football camp scheduled for July 23, 24 and 25, 2019, contingent upon proof of proper liability insurance and removal/storage of equipment during off season. All Motion carried.	HL Bobcat Youth Football and Cheerleading
Read correspondence from Charter Communications advising they will no longer provide pro rata credit for monthly services cancelled prior to end of current billing month.	Charter Communications
Presented and discussed 2018-2019 Audit by Baird, Cotter & Bishop, P.C.	2018-2019 Audit
	<b>UNFINISHED BUSINESS</b>
Second presentation by STG for new website design and set up and document management/scanning. Board discussed ability to upload items in house, website hosting, SSL Certificate, electronic forms and credit card payments. Motion by DuPuis, second by Christian, to authorize STG to set up and design Roscommon Township website for a cost of \$1,395.00 + option C for \$850.00 for a total cost of \$2,245.00 from line item 101-101-955-00. All yes, Motion carried.	Township Website and Document Management Presentation
Motion by Hose, second by DuPuis, to move \$1,800.00 from contingency line 101-101-999-00 to 101-101-955-00. All yes, Motion carried.	Budget Amendment
Consensus of the Board to further review the management/scanning of township documents.	Document Management
Supervisor gave update on the progress of Lakeview Park Phase II; concrete beam has been poured, pergola construction has begun.	Lakeview Park Phase II
Supervisor gave update on the progress of Kevin Sperry Heights Memorial Park. Pavilion concrete has been installed, new playground equipment is almost installed, holes for merry-go-round and dragonfly have been dug, picnic tables are in process of being refinished, painting of slide and old pavilion concrete. She thanked volunteers including Fire Chief Williams for their help.	Kevin Sperry Heights Memorial Park
Sale of Jane-B Subdivision lot was reviewed. Discussion on no offers and lowering price. Motion by Hose, second by Christian, to adopt Resolution #2019-6-4 to reduce minimum bid to \$750.00 on Lot 29, Jane-B Subdivision effective June 4, 2019. All yes, Motion carried.	Resolution #2019-6-4 Jane-B Subdivision Lot Sale

Discussion regarding setting Dangerous Building Demand for Reimbursement procedure. Motion by Milburn, second by Hose, to authorize Clerk to submit Dangerous Building costs and supporting documentation to Assessor. After receiving documentation, costs and supporting documentation, Assessor shall complete Demand for Reimbursement and mail to taxpayer. All yes, Motion carried.	Dangerous Buildings Demand for Reimbursement
	<b>NEW BUSINESS</b>
Discussion regarding 104 Columbus demolition and adding more information regarding well and septic removal/abandonment. Motion by Hose, second by Christian, to authorize Supervisor to advertise for bids for 2019 demolition of 104 Columbus Houghton Lake, Michigan 48629 with structure specification sheet will include well and septic information with attached Houghton Lake Building Agency Demolition Checklist. All yes, Motion carried.	2019 Demolition Project-104 Columbus
Special meeting date set for June 12, 2019 at 8:30 am to discuss Solid Waste Assessment.	Special Meeting Date
Compost Center tractor quote was reviewed. Motion by Hose, Second by Christian, to authorize up to \$500.00 for tractor repair from line item 226-000-770-00. All yes, Motion carried.	Compost Center Tractor Repair
Fire Chief Williams presented information and the Fire Departments Executive Board's recommendation regarding replacement of out of date radios to 800 MHz radio system. Motion by Milburn, second by DuPuis, to authorize the purchase of 800 MHz radio system for a cost not to exceed \$65,300.30 from line item 206-000-977-00. All yes, Motion carried.	800 MHz Radio System
Motion by Milburn, second by Hose, to move \$10,000.00 from 206-000-999-00 to 206-000-977-00. All yes, Motion carried.	Budget Amendment
Discussion regarding Airport Historic Hangar fundraisers. Airport Manager Ambrose presented drawings and quote for costs of brick memorial. Motion by Hose, second by Christian, to authorize up to \$150.00 for the Houghton Lake Airport Brick Memorial from line item 101-295-930-00. All yes, Motion carried.	HL Airport Brick Memorial
Airport Manager Ambrose presented information regarding July Community Event Fundraiser. Discussion regarding hot dog lunch sale, purchase/reimbursement of concession items, documents submitted to FSDO office, EAA assistance and coverage by Airport Manager's personal liability insurance for passenger carrying flights. Motion by Hose, second by DuPuis, to approve the HL Airport Historic Hangar Community Event for July 5, 6 and 7, 2019 for the purpose of raising money for restoration of the historical hangar and authorizing Airport Manager Chris Ambrose to accept donations for airplane rides in his personal aircraft for the hangar restoration project; and to authorize up to \$300.00 reimbursement for the July 6 hotdog luncheon fundraiser out of line item 101-295-930-00. All yes, Motion carried.	HL Airport Historic Hangar July Community Event
Airport Manager Ambrose discussed the issue/danger with geese on the runway being a big issue this year. Motion by Milburn, second by Christian, to authorize up to \$100.00 to purchase deterrents for geese and ducks on the airport runway from line item 101-295-931-00. All yes, Motion carried.	HL Airport Fowl
Airport Manager Ambrose advised the Board about his Airport Management class and MDOT's desire to still help with hangar restoration but no money available now.	HL Airport Manager Class
Supervisor advised the Board of a large hole forming at township vacant owned property due to deteriorating septic system and presented a quote from MBS Construction. Motion by DuPuis, second by Christian, to authorize MBS Construction to bury two septic systems on Township property legally described as Lots 29 and 30, Houghton Lake Park for an amount up to \$350.00 from line item 101-333-958-00. All yes, Motion carried.	Septic System burial in Houghton Lake Park

Supervisor advised that due to the Special Election the August 6 meeting would need to be changed. Motion by Hose, second by Christian, to adopt Resolution #2019-6-4a to move the August 6, 2019 meeting to Monday, August 5, 2019, at 7:00 p.m. to be held in the upstairs conference room due to the Special Election for the Roscommon County Transit Authority. All yes, Motion carried.	Resolution #2019-6-4a August Regular Meeting Date Change
Supervisor asked Bob Philo for information on the Dog Park proposal. Philo reported that this was the second year for the proposal, park committee members are getting older, dog park was second on the 2016 survey. Discussion regarding current projects being completed, getting more volunteers and budget. Consensus of the Board to table matter to at least September 2019.	Dog Park Proposal
Park Committee proposal for Kevin Sperry Heights Memorial Park signs. Supervisor will work to get a new sign on Loxley.	Kevin Sperry Heights Memorial Park Sign
MTA Professional Development Retreats information was reviewed. Motion by Hose, second by Milburn, to authorize up to two Township Board members and the Planning Commission Chair and ZBA Chair to attend the MTA Professional Development Retreats for a cost up to \$329.00, plus lodging, mileage and reasonable meal reimbursement. All yes, Motion carried.	MTA Professional Development Retreats
Michigan Association of Municipal Cemetery conference information was presented. Motion to authorize Clerk to attend the MAMC conference for a cost of \$114.00, plus lodging, mileage and reasonable meal reimbursement. All yes, Motion carried.	MAMC Conference
Michigan Participating Plan Board ballot was presented by Clerk. Motion by DuPuis, second by Hose, to support Supervisor Diane F. Randall and cast Roscommon Township's Michigan Par Plan Board of Director ballot for Diane F. Randall. DuPuis-yes, Milburn-yes, Hose-yes, Christian-yes, Randall-abstain. Motion carried.	Michigan Par Plan Board Ballot
Trustee DuPuis advised the Township's current utility trailer has a bent axle and needs to be replaced. DuPuis presented information on the sale of a local trailer for \$2,500.00. Discussion regarding dump trailer versus utility trailer. Motion by DuPuis, second by Christian, to authorize the purchase of utility trailer for a cost up to \$2,500.00 from line item 101-698-977-00. Christian-yes, DuPuis-yes, Randall-yes, Hose-yes, Milburn-no. Motion carried.	Utility Trailer Purchase Proposal
Motion by Hose, second by DuPuis, to pay Rodney Respondek for the use of his dump trailer in the amount of \$110.00. All yes, Motion carried. Consensus of Board to have Trustee DuPuis and Clerk provide a policy regarding employee trailer usage and reimbursement.	Dump Trailer Usage
<b>ANNOUNCEMENTS</b>	
Clerk advised that Home Depot had donated time and materials to freshen up a flower bed at Lakeview Park and wanted to thank them. Clerk further thanked the volunteers who help placing flags on Veteran's graves prior to Memorial Day and advised if anyone would like to help in the future to get ahold of the Clerk's office.	Thanks to Home Depot and Volunteers who helped with Veteran Grave Flags
<b>PUBLIC COMMENT</b>	
Resident expressed concern with holes dug at Kevin Sperry Heights Memorial Park. Supervisor explained the holes are for merry-go-round and dragonfly to be installed Friday but that she would contact maintenance in morning to secure holes.	Heights Park
RCTA representative advised there is an open seat on RCTA Board for public member.	RCTA Board
Airport Manager Ambrose advised the Houghton Lake Resorter Summer Guide had an article regarding Hangar and thanked Krista Tacey for her coverage.	Hangar Summer Guide Article
<b>ADJOURN</b>	
Motion by Christian, second by Hose, adjourn at 9:12 p.m.	9:12
 Carie A. Milburn, Township Clerk	Date: 7/5/19
 Diane F. Randall, Township Supervisor	Date: 7-5-19
	Minutes prepared by Clerk Milburn

<p>1. Introduction</p>	<p>The first part of the report is an introduction to the project. It describes the background of the project and the objectives of the study. It also mentions the scope of the project and the limitations of the study.</p>
<p>2. Literature Review</p>	<p>The second part of the report is a literature review. It discusses the existing research on the topic and identifies the gaps in the literature. It also mentions the theoretical framework of the study.</p>
<p>3. Methodology</p>	<p>The third part of the report is the methodology. It describes the research design, the data collection methods, and the data analysis techniques. It also mentions the ethical considerations of the study.</p>
<p>4. Results</p>	<p>The fourth part of the report is the results. It presents the findings of the study and discusses the implications of the results. It also mentions the limitations of the study.</p>
<p>5. Discussion</p>	<p>The fifth part of the report is the discussion. It discusses the theoretical and practical implications of the findings. It also mentions the limitations of the study and suggests areas for future research.</p>
<p>6. Conclusion</p>	<p>The sixth part of the report is the conclusion. It summarizes the main findings of the study and provides a final statement on the research.</p>
<p>7. References</p>	<p>The seventh part of the report is the references. It lists the sources of information used in the study.</p>
<p>8. Appendix</p>	<p>The eighth part of the report is the appendix. It contains supplementary information that is relevant to the study but is not included in the main text.</p>
<p>9. Glossary</p>	<p>The ninth part of the report is the glossary. It defines the key terms used in the study.</p>
<p>10. Index</p>	<p>The tenth part of the report is the index. It provides a quick reference to the different parts of the report.</p>