

ROSCOMMON TOWNSHIP BOARD REGULAR MEETING MINUTES	
8555 Knapp Road, Houghton Lake, MI 48629	
March 6, 2018	
Supervisor Randall called the meeting to order at 7:00 p.m., Roscommon Township 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
CONSENT AGENDA	
Motion by Hose, second by Christian, to approve the items on the Consent Agenda with the additional bills. All yes, Motion carried.	Approved
PUBLIC COMMENT	
Resident expressed concern about brightness of local business' LED signs.	Business signs
CORRESPONDENCE	
Supervisor read F.O.E. request for annual Memorial Day Parade. Motion by DuPuis, second by Hose, to authorize Supervisor to proceed with permitting process with MDOT for the 2018 Fraternal Order of Eagles Memorial Day Parade. All yes, Motion carried.	Memorial Day Parade Request
Correspondence from MI Par Plan denying grant for security cameras was reviewed.	MI Par Plan Grant
MI Par Plan summary of and recommendations for risk control were reviewed. .	Risk Management
Request to use fields for Women's Softball League was submitted. Motion by Milburn, second by DuPuis, to authorize the Houghton Lake Women's Softball League's use of Dutcher Softball Complex Fields #1 and #2 on Tuesdays and Thursdays from April through August for the 2018 season. The Annual Fun Tournament is allowed on August 11 and shall not interfere with the Annual Movie in the Park. Said approval is conditional upon proper insurance. There will not be a cost for use of the fields instead we appreciate the League's assistance in clean up after their events. Porta potties will be placed throughout the park for park use, and if additional porta potties are required, it will be the responsibility of the Leagues. All yes, Motion carried.	Women's Softball League request to use Dutcher Fields
Request to use fields for Men's Softball League was read. Motion by Hose, second by Milburn, to authorize the Houghton Lake Men's Softball League use of Dutcher Softball Complex Fields #1 and #2 on Mondays and Wednesdays from May through August for the 2018 season. The Annual Mud Tournament is allowed on April 21 and April 22 and also a tournament is scheduled for June 23 and June 24, also said approval is conditional upon proper insurance. There will not be a cost for use of the fields instead we would appreciate the League's assistance in clean up after their events. Porta potties will be placed throughout the park for park use, if additional porta potties are required, it will be the responsibility of the leagues. All yes, Motion carried.	Men's Softball League request to use Dutcher Fields
UNFINISHED BUSINESS	
Information from the Houghton Lake Sewer Authority (HLSA) was presented. There was a discussion regarding the stability of the HLSA, the reasoning for the request and the availability of appropriating funds from Capital Improvements account. Motion by DuPuis, second by Christian to authorize \$50,000.00 for the proposed camera truck from Roscommon Township, contingent upon \$50,000.00 approval from Lake, Markey and Denton Townships as well as confirmation from auditors that Lake, Markey and Denton have also turned over all capacity fees collected to the Houghton Lake Sewer Authority. All yes, Motion carried.	HLSA Camera Truck
NEW BUSINESS	
2018/2019 Annual Budget was discussed. Motion by Milburn, second by Hose, to adopt Resolution #2018-3-6 to adopt the Fiscal Year 2018/2019 Roscommon Township Budget by fund as follows: General Fund in the amount of \$1,286,235.00; Road fund in the amount of \$574,800.00; Fire Operating in the amount of \$710,400.00; Fire Equipment in the amount of \$341,200.00; Solid Waste/Trash in the amount of \$319,800.00. All yes, Motion carried.	Resolution #2018-3-6 2018/2019 Annual Budget
Township Payroll for Fiscal Year 2018/2019 was presented. Motion by Hose, second by Christian, to adopt Resolution #2018-3-6a as presented. All yes, Motion carried.	Resolution #2018-3-6a Township Payroll
The annual contract for cemetery maintenance was discussed. Motion by Christian, second by Hose, to authorize Clerk to contract for cemetery maintenance for an amount not to exceed \$14,000.00. All yes, Motion carried.	2018/2019 Cemetery Maintenance Contract

<p>Trustee Christian summarized the recommendation from the Fire Department Executive Board's interviews for the 2nd Lieutenant position. Motion by Milburn, second by Christian, to appoint Anthony Bair to the position of Roscommon Township Fire Department 2nd Lieutenant position, effective March 6, 2018. All yes, Motion carried.</p>	<p>Fire Department 2nd Lieutenant Appointment</p>
<p>Annual Exemption for health insurance contribution was presented. Motion by Hose, second by DuPuis, to adopt Resolution #2018-3-6b, Annual Exemption Option as set forth in 2011 Public Act 152, the Publicly Funded Health Insurance Contribution Act, as presented. All yes, Motion carried.</p>	<p>Resolution 2018-3-6b Annual Exemption for Health Insurance Contributions</p>
<p>Proposed Ordinance for Group Health Insurance and changes to the Employee Policy Handbook was presented for review and future discussion.</p>	<p>Proposed Ordinance and Handbook changes</p>
<p>There was discussion regarding the Houghton Lake Chamber of Commerce Business & Community Expo. Motion by Milburn, second by Christian, to authorize up to \$250.00 for a booth at the Houghton Lake Chamber of commerce Business and Community Expo on Wednesday April 25, 2018 from line item 101-101-850-00. All yes, Motion carried.</p>	<p>Houghton Lake Chamber of Commerce Business & Community Expo</p>
<p>Trustee/Ordinance Officer DuPuis presented a quote for ordinance violation grass cutting service from Jon Mendyk Lawn Care. Motion by DuPuis, second by Hose, to authorize Jon Mendyk Lawn Care and Maintenance to perform mowing services for the Weed Ordinance Violations. All yes, Motion carried.</p>	<p>Ordinance Violation Grass Cutting</p>
<p>Roscommon County Road Commission engineer Roger Saxton presented the 2018 road maintenance projects which were discussed by the Board. Motion by Milburn, second by Hose, to adopt Resolution #2018-3-6c to authorize the Supervisor and Clerk to execute the following agreements for the 2018 Millage Road Improvements: WHEREAS, the Township desires to accomplish road improvements on Questview Drive, Perry Road, Nellsville Road, Lone Pine Road, Redwine Drive; IT IS NOW THEREFORE AGREED, that the Road Commission will accomplish the following: 2.87 miles of chip, fog and bar seal; WHEREAS IT IS AGREED, that the Road Commission shall complete the improvements for an estimated sum of \$169,300.00, and, IT IS NOW THEREFORE FURTHER AGREED, that the Road Commission will participate in these improvements in the amount of \$104,438.60, and, IT IS FURTHER AGREED, that as the project begins, the Road Commission will bill the Township 25% of the agreement amount. Thereafter, the Township will receive monthly progress billings until all work has been completed and the charges assessed. At the time the total project costs are in, the Township will be sent a final bill. Should the actual costs exceed the amount shown on this agreement, Township shall pay 100% of the overrun costs up to 110% of the agreement amount. In any case that total project costs exceed 120% of the amount originally agreed to, the Road Commission reserves the right to stop work and renegotiate with the Township. The total for the Township will be \$64,862.00 to be taken out of line item 203-000-775-00. All yes, Motion carried.</p>	<p>Resolution #2018-3-6c Roscommon Township Road Maintenance Projects</p>
<p>There was discussion regarding roads Capital Improvement Phase IV. Motion by Hose, second by DuPuis, to adopt Resolution #2018-3-6d to authorize Supervisor and Clerk to execute the following agreement for 2018 Capital Improvement Phase IV B: WHEREAS, the Township desires to accomplish road improvements on Phase IV B; IT IS NOW THEREFORE AGREED, that the Road Commission will accomplish tree removal; WHEREAS IT IS AGREED, that the Road Commission shall complete the improvements for the estimated sum of \$8,140.00, and; IT IS NOW THEREFORE FURTHER AGREED, that the Road Commission will participate in these improvements in the amount of \$-0-, and; IT IS FURTHER AGREED, that as the project begins, the Road Commission will bill the Township 25% of the agreement amount. Thereafter, the Township will receive monthly progress billings until the work has been completed and the charges assessed. At the time the total project costs are in, the Township will be sent a final bill. Should the actual costs exceed the amount shown on this agreement, Township shall pay 100% of the overrun costs up to 110% of the agreement amount. In any case that total project costs exceed 120% of the amount originally agreed to, the Road Commission reserves the right to stop work and renegotiate with the Township. \$8,140.00 to be taken out of line item 203-000-776-00. All yes, Motion carried.</p>	<p>Resolution #2018-3-6d 2018 Roads Capital Imp. Phase IV B</p>

Maintenance request for a small chain saw and safe gasoline cans with quote was presented. Motion by Hose, second by DuPuis, to authorize the purchase of a 16" 38cc gas chain saw and two 5 gallon safe gas cans from Wild's True Value Hardware for a cost not to exceed \$225.95 from line item 101-698-977-00. Christian-yes, Randall-Abstain, DuPuis-yes, Hose-yes, Milburn-yes, Motion carried.	Chain Saw and Safe Gasoline Cans Request
Roscommon Township Maintenance Tasks for projects was presented and discussed.	Maintenance Tasks
Motion by DuPuis, second by Christian, to authorize Trustee DuPuis, or Supervisor in his absence, to spend up to \$2,000.00 for immediate park maintenance as needed in April and May of 2018. Maintenance crew will provide information on which parks monies will be spent. All yes, Motion carried.	Park Spring Opening Maintenance
Supervisor presented information regarding the Principal Residence Exemption Class. Motion by DuPuis, second by Christian, to authorize Assessor, Treasurer, and Board of Review members to attend the Principal Residence Exemption Class at Roscommon County Building with cost of the class pay for Board of Review members and mileage to Roscommon. All yes, Motion carried.	Principal Residence Exemption Class
Supervisor asked to start obtaining bids for the demolition of 210 Standard Street. Motion by Hose, second by Milburn, to authorize Supervisor to get the 2018 demolition of 210 Standard Street out to bid. All yes, Motion carried.	Demolition Bids Request
Clerk discussed MDNR Trust Fund Grant Agreement Amendment for Lakeview Park Restrooms. Motion by DuPuis, second by Milburn, to adopt Resolution #2018-3-6e, as presented, to extend the end date of the project from March 31, 2018 to June 30, 2018 to allow more time to complete the project. All yes, Motion carried.	Resolution 2018-3-6e MDNR Trust Fund Agreement Amendment
Supervisor presented the Park Committee's request and updated on the Heights Park/Sperry Memorial. Motion by Milburn, second by Christian, to authorize a donation request be sent to Home Depot for the amount of \$8,500.00 for the Heights Park Sperry Memorial Pavilion. All yes, Motion carried.	Heights Park/Sperry Memorial Fund
Park Committee's request for an extension of the disc golf course with another nine holes was discussed. Motion by Milburn, second by Christian, to authorize up to \$5,000.00 to be spent of the Disc Golf Course extension from line item 101-698-779-00. All yes, Motion carried.	Disc Golf Course Extension
	ANNOUNCEMENTS
Supervisor thanked Fire Department, Road Commission, and Sewer Authority for coming to the Township and helping during the heavy rains, which resulted in the Township Hall's retention pond overflowing and flooding into the basement. She also thanked our maintenance crew, Tim and Rodney, for drying the inside of the basement.	Thanks to Fire Department, Road Commission, Sewer Authority and staff
Supervisor mentioned the March Board of Review is Monday, March 12 from 9:00 am to 4:00 pm, and Tuesday, March 13 from 2:00 pm to 9:00 pm. Letters and faxes must be received by March 13, 2018 by 8:30 pm.	March Board of Review
Clerk mentioned there will be a May 8th election on the school bond. She also announced that Arauco will be holding a job fair at Roscommon Township Hall on March 24 form 10:00 am to 3:00 pm.	May 8 election and Arauco job fair
	PUBLIC COMMENT
None at this time.	None
	ADJOURN
Motion by Hose, second by DuPuis, adjourn at 8:10 p.m.	8:10 p.m.
Carie A. Milburn, Township Clerk <i>Carie Milburn</i> Date: 4/3/18	
Diane F. Randall, Township Supervisor <i>Diane F. Randall</i> Date: 4-9-18	Minutes prepared by Anna Stogiera

