

**ROSCOMMON TOWNSHIP BOARD REGULAR MEETING MINUTES****8555 Knapp Road, Houghton Lake, MI 48629****March 5, 2019**

3220

Supervisor Randall called the meeting to order at 7:00 p.m., and Fire Chief Joe Williams lead the Pledge of Allegiance.

Call to Order

Board Present: Randall-Supervisor, Milburn-Clerk, Hose-Treasurer, DuPuis-Trustee, and Christian-Trustee.

Roll Call

**AGENDA ADDITION**

Clerk asked amend the Agenda to add 2018/2019 budget adjustment. Motion by Milburn, second by Christian, to amend the Agenda to include the 2018/2019 budget adjustment under New Business # 11. All yes. Motion carried.

Agenda Amendment

**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**

None.

None

**CORRESPONDENCE**

Supervisor requested approval to submit FOE Memorial Day parade permitting. Motion by DuPuis, second by Christian, to authorize Supervisor to proceed with the permitting process with MDOT for the 2019 Fraternal Order of Eagles Memorial Day Parade. All yes, Motion carried.

Memorial Day Parade Permit Request

Women's Softball League request to use fields was reviewed. Motion by Milburn, second by Hose, to authorize the Houghton Lake Women's Softball League use of Dutcher Softball Complex Fields 1 and 2 on Tuesdays and Thursdays from April through August for the 2019 season. The Annual Fun Tournament is allowed on August 10, 2019 and shall not interfere with the Annual Movie in the Park. Said approval is conditional upon proper proof of 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 well by the responsibility of the Leagues. All yes, Motion carried.

Houghton Lake Women's Softball League request to use Softball Fields

Men's League request was read. Motion by Christian, second by DuPuis, to authorize the Houghton Lake Men's League use of Dutcher Softball Complex Fields 1 and 2 on Mondays and Wednesdays from April through August for the 2019 season. The Annual Tournament is allowed April 27 and 28, 2019, and July 20 and 21, 2019. Said approval is conditional upon proper proof of insurance. There will not be a cost for use of the fields instead we would appreciate the Leagues 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.

Houghton Lake Men's League request to use Softball Fields

Trustee/Zoning Administrator DuPuis and Bryan Jeske discussed the Planning Commission's proposed Zoning Ordinance Revisions with the Board. Motion by Milburn, second by DuPuis, to adopt Resolution #2019-3-5 to approve the changes to the Definitions as listed; and to approve changes in C1, Article 13, Street Parking and Accessory Buildings in Section 14.27; addition of Section 14.29 Solar Energy; various word changes; corrected membership and ZBA Section 18.1. All yes, Motion carried.

Resolution #2019-3-5 Planning Commission Proposed Zoning Ordinance Revisions

**UNFINISHED BUSINESS**

Dangerous Buildings Hearing for 138 DeSoto was commenced. Board reviewed Hearing Officer October 11, 2018 order and minutes. The owner of the property was present and stated his case to the Township Board. The Board considered and discussed the matter. Motion by Hose, second by Milburn, to adopt Resolution #2019-3-5a to authorize the Clerk to amend and modify the order to allow the property owner until August 1, 2019, to repair the residence (i.e. repair entire roof and weatherproof entire structure) to a level at which the Houghton Lake Building Agency Building Inspector will agree that the

Resolution #2019-3-5a 138 Desoto Dangerous Building Hearing

	<b>UNFINISHED BUSINESS con't</b>
residence is no longer "unsafe"; and to remove all blight from the property; or demolish the residence as set forth in the Hearing Officer's October 11, 2018 Order. If the order is not appealed to circuit court within 20 days, then the Township will be authorized to effectuate the demolition not less than 90 days after August 1, 2019, and charge the costs to the property. All yes, Motion carried.	Continued Resolution #2019-3-5a 138 Desoto Dangerous Building Hearing
Blight elimination demolition projects of 7027 Emery, 4022 Tower Hill and 244 S. Harrison were discussed. It was consensus of the Board to allow Supervisor to put blight elimination projects out for demolition bid, to be opened at the April 9, 2019 Township Board Regular Meeting.	Dangerous Building Demolition Projects
	<b>NEW BUSINESS</b>
Motion by DuPuis, second by Christian, to adopt Resolution #2019-3-5b to adopt the Fiscal Year 2019/2020 Roscommon Township Budget by fund as follows: General Fund in the amount of \$1,262,764.00, Road Fund in the amount of \$86,144.00, Fire Operating in the amount of \$705,526.00, Fire Equipment in the amount of \$411,869.00 and Solid Waste/Trash in the amount of \$331,957.40. All yes, Motion carried.	Resolution #2019-3-5b 2019/2020 FY Budget
2019-2020 Payroll list was reviewed. Supervisor noted Airport Manager must be moved from Contractor to Employee. Motion by Hose, second by DuPuis, to adopt Resolution #2019-3-5c, to approve 2019-2020 payroll as presented, with the correction that the Airport Manager is an employee not a contractor. All yes, Motion carried.	Resolution #2019-3-5c 2019/2020 Payroll
Clerk burial rights rate increases for the Cemetery with the Board. Motion by Milburn, second by DuPuis, to adopt Resolution #2019-3-5d that effective April 1, 2019 the Cemetery Rates will be as follows: Resident grave lots \$325.00, non-resident \$750.00, resident Mausoleum/Crypt Sites \$800.00, non-resident Mausoleum/Crypt Sites \$1,450.00 and foundations .30 cents per square inch. All yes, Motion carried.	Resolution #2019-3-5d Cemetery Rates
Clerk presented 2019-2020 Cemetery Maintenance Contract as directed by Board. Kevin Koscielecki discuss future increase of foundation fees. Motion by Hose, second by DuPuis, to authorize Clerk to sign the contract for Cemetery Maintenance for a cost not to exceed \$14,000.00 with changes noted. All yes, Motion carried.	Cemetery Maintenance Contract
Opt Out of the 80/20 Contribution Plan regarding health insurance was discussed. Motion by Milburn, second by DuPuis, to adopt Resolution #2019-3-5e, Annual Exemption Option as set forth in 2011 Public Act 152 and Publicly Funded Health Insurance Contribution Act as presented. All yes, Motion carried.	Resolution #2019-3-5e Opt Out of the 80/20 Contribution Plan
Supervisor Randall expressed her interest in becoming a member of the Michigan Township Participating Plan Board. Motion by Milburn, second by Hose, to adopt Resolution #2019-3-5f supporting Diane F. Randall, Roscommon Township Supervisor, as the Michigan Township Participating Plan Member Representative and nominee for the vacant Zone 4, Michigan Township Participating Plan Board of Directors as presented. Christian-yes, Hose-yes, DuPuis-yes, Milburn-yes, Randall-Abstain, Motion Carried.	Resolution #2019-3-5f Par- Plan Member Representative Nominee
Business & Community Expo flyers were reviewed. Motion by Hose, second by Christian, to authorize up to \$250.00 for Township promotion as a booth sponsor at the Houghton Lake Chamber of Commerce Business & Community Expo on Wednesday May 1, 2019 from line item 101-101-850-00. All yes, Motion carried.	Business Community Expo
Ordinance violation grass cut quote was presented. Motion by Milburn, second by DuPuis, to authorize Jon Mendyk Lawn Care & Maintenance to perform mowing services for the Weed Ordinance violations pursuant to 2019 quote presented. All yes, Motion carried.	Ordinance Grass Cut Quote
Early Spring park maintenance was discussed. 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 2019. Maintenance crew will provide information on which parks monies will be spent. All yes, Motion carried.	Early Spring Park Maintenance
Supervisor updated the Board on the Heights Park/Sperry Memorial project.	Sperry Memorial Project

Lakeview Park Phase II was discussed. Motion by Hose, second by Christian, to adopt Resolution #2019-3-5g to authorize Supervisor to execute Letter of Agreement with Russo Engineering, Inc. dated February 14, 2019. All yes, Motion carried.	Resolution #2019-3-5g Lakeview Park Phase II Letter of Agreement
Motion by Hose, second by Milburn, to adopt Resolution #2019-3-5h to approve the Contractor's Application for Payment from Sajdak Contractor for the Lakeview Park Phase II in the amount of \$220,320.00. All yes, Motion carried.	Resolution #2019-3-5h Lakeview Park Phase II Contractor's pay draw
Motion by Christian, second by DuPuis, to adopt Resolution #2019-3-5i to authorize Clerk to execute the Profession Service Certification identifying Michael E. Russo, of Russo Engineering, Inc., as an additional Professional Service Contractor as of February 14, 2019. All yes, Motion carried.	Resolution #2019-3-5i Lakeview Park Phase II Prime Professional Certification
Compost/Recycle Center sticker rates were reviewed and discussed. Motion by Christian, second by DuPuis, to raise the non-resident Compost Permit rate to \$75.00 effective March 5, 2019. All yes, Motion carried.	Compost/Recycle Center Permit Rates
MTA 1/2 off webinar courses were discussed. Motion by Milburn, second by DuPuis, to authorize up to \$400.00 for MTA on line courses to be purchased in March 2019 from line item 101-101-860-00. All yes, Motion carried.	MTA on line courses
Budget Amendment for budget line for blight enforcement was discussed. Motion by Hose, second by DuPuis, to amend 2018/2019 Fiscal Year Budget to increase the Blight Enforcement budget line 101-333-958-00 to \$30,000.00, with the difference of \$20,000.00 to be transferred from Contingency budget line 101-101-999-00. All yes, Motion carried.	2018/2019 Budget Amendment
<b>ANNOUCEMENTS</b>	
Supervisor stated the March Board of Review will be held March 11, 2019 from 9:00 a.m. to 4:00 p.m. and March 12, 2019 from 2:00 p.m. to 9:00 p.m.	Board of Review
Clerk mentioned the next Township Board meeting will be held on April 9, 2019.	April meeting
Supervisor recognized the Fire Department's Facebook page.	FD Facebook page
<b>PUBLIC COMMENT</b>	
Airport Manager Ambrose announced the website for Historic Hangar Project brick fundraiser up and going. He also mentioned he is working on the grant for the project.	Historic Hangar Project
Planning Commission Chair Jeske recognized the Planning Commission Board members along with the Zoning Administrator for the work they did on the Zoning Ordinance. He also mentioned that RCRC will be submitting contracts for road maintenance as soon as HMA pricing bids are received.	Zoning Ordinance recognition and Road Maintenance Contracts
<b>ADJOURN</b>	
Motion by Hose, second by Christian, adjourn at 8:20 p.m.	8:20 p.m.
Carie A. Milburn, Township Clerk  Date:	
Diane F. Randall, Township Supervisor  Date:	Minutes prepared by Deputy Clerk Stogiera

