



ROSCOMMON TOWNSHIP BOARD REGULAR MEETING MINUTES	
8555 Knapp Road, Houghton Lake, MI 48629	3239
October 6, 2020	
Supervisor Randall called the meeting to order at 7:00 p.m., and RCRC Roger Saxton lead the Pledge of Allegiance.	Call to Order
Board Present: Randall-Supervisor, Milburn-Clerk, Hose-Treasurer, DuPuis-Trustee, and Christian-Trustee.	Roll Call
AGENDA AMENDMENT	
Supervisor requested to add two items to the Agenda. Motion by Hose, second by Christian, to add under New Business #10, Porath Contracting Snow Plowing for the 2020-2021 season, and under #11, Private Road Sign Request for Gate Road. All yes, Motion carried.	Snow Plowing and Private Road sign
CONSENT AGENDA	
Supervisor asked to remove the Municipal Underwriter invoice for later discussion. Motion by Hose, second by DuPuis, to approve the items on the Consent Agenda with the additional bills, and extracting the Municipal Underwriter invoice for airport liability insurance extracted for later discussion. All yes, Motion carried.	Approved
PUBLIC COMMENT	
American Waste representative presented pamphlets to the Board and asked to consider their company for the next solid waste contract bid.	American Waste
CORRESPONDENCE	
Request from resident for a speed limit sign on Stoneschool Road was discussed. Motion by Christian, second by DuPuis, to authorize a speed study for Stoneschool Road from M-55 to Loxley. All yes, Motion carried.	Speed Study
Correspondence from Michigan Township Association was reviewed with reminder to use webcast that are available this year.	MTA
UNFINISHED BUSINESS	
Board reviewed three Dangerous Building properties that were heard in August. 5553 W. Houghton Lake Drive was demoed and cost for hearing was discussed. It was consensus of the Board to table the matter for further consideration. 211 Flora and 128 Desoto have until December 13, 2020 to comply with orders.	Dangerous Building Updates
NEW BUSINESS	
Board discussed Aflac insurance billing for employee who fail to make their contribution. Motion by Milburn, second by DuPuis, to adopt a policy stating if a township employee fails to pay the township for any balance owed after two pay periods, the township will remove said employee from the billing, so that Aflac will bill that employee directly. Roscommon Township shall, however, continue to submit the Township contribution each month to Aflac on behalf of that employee until employment ends. All yes, Motion carried.	Aflac Insurance Billing
Fire Assistant Chief Christian updated Board and advised that \$10,144.00 was received for the Public Safety and Public Health Payroll Reimbursement Grant that was awarded to the Fire Department.	Public Safety and Public Health Payroll Grant
Board considered dates for next Budget work session. It was consensus of the Board to conduct a Budget Work session on November 18, 2020 at 9:00 a.m.	Budget Work Session
Board discussed reviewed the 2021 meeting dates and holidays. Motion by Hose, second by Christian, to adopt Resolution #2020-10-6, to approve the 2021 Roscommon Township Board Meetings and Holidays with the changes. All yes, Motion carried.	Resolution #2020-10-6 2021 Board Meetings and Holidays
Supervisor presented request for 2021 Tip-Up-Town sponsorship. Motion by Hose, second by Milburn, to authorize \$500.00 promotion to the Houghton Lake Chamber of Commerce for 2021 Tip-Up-Town sponsorship, from line item 101-101-850-00. All yes, Motion carried.	2021 TUT Promo Sponsorship
Board reviewed Commission term chart. Motion by DuPuis, second by Christian, to reappoint David Parsons to the Roscommon Township Zoning Board of Appeals, for a term to begin October 20, 2020 through October 20, 2023. All yes, Motion carried.	ZBA Reappointment
Motion by Randall, second by Hose, to appoint Terry DuPuis as an alternate member to the Roscommon Township Zoning Board of Appeals for a term to begin October 6, 2020 through October 6, 2023. All yes, Motion carried.	ZBA Alternate Appointment

Supervisor presented quote for upgrade to Xerox lease. Board agreed to look into office finisher cost. Motion by Milburn, second by Hose, to authorize the Xerox lease upgrade from Model 7835P equipment with monthly payment of \$125.45, to Xerox Model C8135H with equipment monthly payment of \$139.21. All yes, Motion carried.	Xerox Upgrade
Clerk updated Board on November election and the CTCL grant awarded, absentee ballots issued and received. Motion by Christian, second by DuPuis, to authorize Clerk to execute the Grant Agreement with the Center for Tech and Civic Life to receive a Grant in the amount of \$5,000.00 to be used exclusively for the public purpose of planning and operationalizing safe and secure election administration in Roscommon Township as per the Grant Agreement. All yes, Motion carried.	November Election Update and CTCL Grant
Supervisor discussed seasonal maintenance tasks for winterization of parks and equipment. Motion by Milburn, second by Hose, to authorize up to \$2,000.00 for Lakeview Park seasonal maintenance items and Roscommon Township "punch list" items from line items 101-698-776-00 and 101-698-933-00. All yes, Motion carried.	Lakeview Park Seasonal Maintenance
Motion by Hose, second by DuPuis, to authorize seasonal maintenance of removal of dead trees on Disc Golf Course and additional downed trees to the Compost Center and to winterize Skinner Park well for cost up to \$2,000.00, from line item 101-698-779-00. All yes, Motion carried.	Skinner Park Seasonal Maintenance and tree removal
Motion by Milburn, second by Christian, to authorize Ebels Hardware to preform seasonal maintenance on the lawn mower for a cost not to exceed \$250.00. All yes, Motion carried.	Lawn Mower Seasonal Maintenance
Supervisor/Assessor presented potential applicant for Assessor Assistant. Motion by Hose, second by Milburn, to authorize part-time employment to April Mackinnon as Assessor Assistant effective October 6, 2020 at the hourly wage of \$12.00 per hour. All yes, Motion carried.	Assessor Assistant
Supervisor presented information for snow plow removal for the winter of 2020/2021. Motion by DuPuis, second by Christian, to authorize Supervisor to sign contract with Porath Contracting for the 2020/2021 snow plow season. All yes, Motion carried.	2020/2021 Snow Plowing
Supervisor discussed possible private road sign installation for Gate Road. Motion by DuPuis, second by Hose, to authorize purchase of street sign and installation for Gate Road. Treasurer's Office will bill \$200.00 to Dianna Neckel for the sign and installation, after receipt thereof, the sign will be ordered from the Roscommon County Road Commission. All yes, Motion carried.	Gate Road Street Sign
Board reviewed the extracted MI Municipal Underwriters airport liability invoice which was over the budgeted amount. Motion by Hose, second by Christian, to move \$300.00 from line item 101-101-999-00, Contingency, to line item 101-295-910-00, Airport Insurance. All yes, Motion carried.	Airport Liability Insurance
ANNOUNCEMENTS	
Supervisor mentioned the Joint Short Term Rental Committee meeting and have another meeting date set for October 20, 2020, also a Planning Commission meeting coming up on October 13, 2020 at 6:00 p.m. She also stated there was a Daughters of the American Revolution rededication on Old 27.	Short Term Rental Committee, Planning Commission, DAR
Clerk stated the cemetery Fall clean up is going on now through Thanksgiving, and asked residents to remove items off the lots or onto foundations until after the clean up. She also mentioned Election Day is November 3, 2020 and absentee ballots are available.	Cemetery Clean Up and November Election
PUBLIC COMMENT	
Resorter representative stated the house across from MJ's is being completed and looks good. She also asked if there will be a ribbon cutting for the lookout at Lakeview Park. Supervisor stated it will be coming.	Home Completion and Lakeview Ribbon Cutting
ADJOURN	
Motion by Hose, second by Milburn, to adjourn the meeting at 7:57 p.m.	7:57 PM
 Carie A. Milburn, Township Clerk	Date: 11/12/2020
 Diane F. Randall, Township Supervisor	Date: 11-17-2020
	Minutes prepared by Deputy Clerk Stogiera