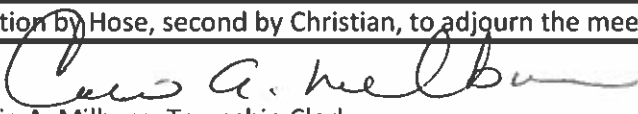



ROSCOMMON TOWNSHIP BOARD REGULAR MEETING MINUTES	
8555 Knapp Road, Houghton Lake, MI 48629	
January 5, 2021	
The meeting was electronic remote access, held via video/audio conferencing, in accordance with Michigan DHHS December 18, 2020 Order, effective December 21, 2020-January 15, 2021, in response to COVID-19. The public and board were able to participate in the meeting through Zoom access by computer or phone.	Electronic Remote Access Meeting
Supervisor Randall called the meeting to order at 7:05 p.m., and Clerk Milburn lead the Pledge of Allegiance.	Call to Order
Board Present: Randall-Supervisor, Milburn-Clerk, DuPuis-Trustee, and Christian-Trustee. Due to technical difficulties Hose-Treasurer joined the meeting at 7:18 p.m.	Roll Call
CONSENT AGENDA	
Motion by Christian, second by Milburn, to approve the items on the Consent Agenda with the additional bills. All yes, Motion carried.	Approved
PUBLIC COMMENT	
None at this time.	None
CORRESPONDENCE	
Board reviewed email from the Roscommon County Clerk regarding CDBG CARES Grant for COVID-19 expenses. Motion by Milburn, second by DuPuis, to authorize Clerk to submit documentation and supporting evidence for the CDBG CARES Grant reimbursements for expenses incurred to assist the public in relation to COVID-19 funding. All yes, Motion carried.	CDBG CARES Grant for COVID-19 Expenses
Michigan Dept of State Police Asset Forfeiture Reporting correspondence was reviewed. Consensus of the Board to allow Clerk to submit a null report as outline in correspondence.	Dept of State Police Asset Forfeiture Reporting
Consumers Energy LED streetlight conversion contracts for final phase was discussed and Clerk advised Consumers would not be charging the Township for the final phase. Motion by Christian, second by DuPuis, to adopt Resolution #2021-1-5, WHEREAS, it is hereby deemed advisable to authorize Consumers Energy Company to make changes in the lighting service as provided in the Standard Lighting Contract between the Company and the Township of Roscommon, dated October 1, 2017, in accordance with the Authorization for Change in Standard Lighting Contract dated December 14, 2020, HERETOFORE submitted to and considered by this Township Board; and RESOLVED, further, that the Township Clerk be and are authorized to execute such authorization for change on the behalf of the Township. All yes, Motion carried.	Resolution #2021-1-5 Consumers Energy Streetlight Contracts Final Phase Removal
Motion by Milburn, second by DuPuis, to adopt Resolution #2021-1-5-a, Resolved, hereby deemed advisable to allow Consumers Energy Company to make changes in the lighting service as provided in the Standard Lighting Contract between the Company and the Township of Roscommon dated October 1, 2017, in accordance with the Authorization for Change in the Standard Lighting Contract dated December 14, 2020, HERETOFORE, submitted to and considered by this Township Board; and RESOLVED further, that the Township Clerk be and are authorized to execute such authorization for change on behalf of the Township. All yes, Motion carried.	Resolution #2021-1-5-a Consumers Energy Streetlight Contracts Final Phase Install
UNFINISHED BUSINESS	
Hose entered meeting at 7:18 p.m.	HOSE JOIN
An estimate from the Roscommon County Road Commission was presented to the Board regarding a request for flashing stop signs at the intersection of Tower Hill and Nestle Road. RCRC representatives Bryan Jeske and Manager Roger Saxton informed the Board as to the accident history at the intersection, the difficulty of rumble strip installation, and recommended, at this time, due to the accident history, to not install new signs. Consensus of the Board to continue to monitor the situation.	Flashing Stop Signs at Tower Hill and Nestle Road Intersection
Board reviewed properties that had gone to Dangerous Building hearings. Hearing Officer Leroy had sent a Request for Enforcement regarding 128 DeSoto. Motion by DuPuis, second by Hose, to set the Dangerous or Unsafe Building Hearing before the Township Board for 128 DeSoto, Case Number 2020-03, on February 2, 2021 at 7:00 p.m. All yes, Motion carried.	128 DeSoto Dangerous Building Hearing

<p>correspondence from Building Inspector Dave Doll regarding 211 Flora and improvements to the property. Motion by Christian, second by DuPuis, to waive the Dangerous Building fees paid by the township for 211 Flora, with the contingency that said property does not become non-compliant with the Roscommon Township Blight Ordinance for six months from today's date of January 5, 2021. All yes, Motion carried.</p>	211 Flora
<p>Planning/Ordinance Administrator Christian updated Board on land use permit for the solar unit inspection at 1800 Heightsview, but advised that a permit had not been obtained at the HLBA by the homeowner. Motion by Milburn, second by Christian, to authorize Supervisor to contact Houghton Lake Building Agency and Dangerous Building Hearing Officer for further enforcement procedure for 1800 Heightsview. All yes, Motion carried.</p>	1800 Heightsview
<p>Planning/Ordinance Administrator Christian updated Board on 6585 W. Houghton Lake Drive and advised that he would be working in conjunction with the HLBA to obtain another inspection of the property and work toward bringing the property, and similar properties, in to compliance with Township Ordinances and State Building Code.</p>	6585 W. Houghton Lake Drive Update
NEW BUSINESS	
<p>Roscommon Township Fire Department Executive Board recommendation for termination of firefighter employment was reviewed. Motion by Milburn, second by Hose, to terminate the employment of firefighter Michael Rohn from the Roscommon Township Fire Department effective December 29, 2020. All yes, Motion carried.</p>	Firefighter Termination
<p>Roscommon Township Board of Review members appointment was discussed. Motion by Hose, second by Milburn, to appoint Nelson J. McCullough as alternate to the Roscommon Township Board of Review for a term to begin January 1, 2021 through January 1, 2023. All yes, Motion carried.</p>	BOR Alternate Appointment
<p>Motion by Hose, second by Christian, to appoint Debra Jeske to the Roscommon Township Board of Review for a term to begin January 1, 2021 through January 1, 2023. All yes, Motion carried.</p>	BOR Reappointment
<p>Motion by Hose, second by DuPuis, to appoint Roberta Crispell to the Roscommon Township Board of Review for a term to begin January 1, 2021 through January 1, 2023. All yes, Motion carried.</p>	BOR Reappointment
<p>Motion by Christian, second by Hose, to appoint Brandon Warson to the Roscommon Township Board of Review for a term to begin January 1, 2021 through January 1, 2023. All yes, Motion carried.</p>	BOR Appointment
<p>Supervisor presented Board of Review training class information to the Board. Motion by Hose, second by Christian, to authorize Board of Review members, alternate, Assessor and Assessor Assistant to be registered for the Michigan Townships Association Board of Review on-line training, full program, for a total cost of \$414.50, which includes book for new member. All yes, Motion carried.</p>	MTA On-Line Training for BOR Members
<p>Board reviewed IRS 2021 standard mileage rates. Motion by Hose, second by DuPuis, to adopt the 2021 IRS Standard Mileage Reimbursement Rate in the amount of .56 cents per mile effective January 2021. All yes, Motion carried.</p>	2021 IRS Standard Mileage Rates
<p>Board reviewed and discussed budget amendments for 2020/2021 Fiscal Year. Motion by Milburn, second by Hose, to amend the 2020-2021 Budget line items as follows: 101-000-422-10, LED streetlight, from \$47,000.00 to \$25,000.00, to add an additional line appropriation, from General Fund Carry Forward, line item 101-000-402-00 in the amount of \$47,000.00, and increase line item 101-450-11-00, Street Lights, from \$25,000.00 to \$50,000.00; And, to move \$600.00 from line item 101-101-11-00, COVID-19 Expense, to 101-101-875-00, Postage; And, to move \$500.00 from line item 101-209-11-00, Field Assistants, to line item 101-209-804-00 Technical Support; And, to move \$1,750.00 from line item 101-209-801-00, Field Assistance, to line item 101-209-807-00, Tribunal Costs; And correct line items as follows: \$0.00 for line item 101-253-803-00, Temp Clerical, \$1,200.00 for line item 101-253-804-00, Technical Support, \$800.00 for line item 101-253-805-00, Professional Services; And, to move \$500.00 from line item 101-253-875-00, Postage, to line item 101-253-727-00, Office Supplies; And, to move \$600.00 from line item 101-265-976-00, Building Improvements, to line item 101-265-18-00, Custodial Supplies; And, to move \$30.00 from line item 101-265-976-00, Building Improvements, to line item 101-265-956-00, Miscellaneous; And to move \$50.00 from line item 101-265-956-00, Miscellaneous, to line item 101-276-804-00, Software Support. All yes, Motion carried.</p>	2020/2021 Budget Amendments

Board discussed dates for next Budget Work Session. It was consensus of the Board to conduct a Budget Work Session on January 21, 2021 at 9:00 a.m.	Budget Work Session
Citizen Planner class for Zoning Administrator was reviewed. Motion by Hose, second by Milburn, to authorize Zoning Administrator/Ordinance Officer Rob Christian to enroll in the Citizen Planner on-line course through the MSU Extension for a cost of \$275.00, from line item 101-805-860-00. All yes, Motion carried.	Citizen Planner Course
	ANNOUCEMENTS
Supervisor wished everyone Happy New Year.	None
	PUBLIC COMMENT
None at this time.	None
	ADJOURN
Motion by Hose, second by Christian, to adjourn the meeting at 8:14 p.m. All yes, Motion carried.	8:14 PM
 Carie A. Milburn, Township Clerk	Date: 2/9/21
 Diane F. Randall, Township Supervisor	Date: 2-9-2021
	Minutes prepared by Deputy Clerk Stogiera



The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that every entry should be supported by a valid receipt or invoice. This ensures transparency and allows for easy verification of the data.

In the second section, the author outlines the various methods used to collect and analyze the data. This includes both primary and secondary data collection techniques. The analysis focuses on identifying trends and patterns over time, which is crucial for making informed decisions.

The third part of the document provides a detailed breakdown of the results. It shows that there has been a significant increase in sales volume, particularly in the online channel. This is attributed to the implementation of the new marketing strategy and the improved user experience on the website.

The fourth section discusses the challenges faced during the data collection and analysis process. One major challenge was the inconsistency in the quality of the data provided by different departments. This was addressed by implementing a standardized data collection protocol and providing training to the staff.

The fifth part of the document concludes with a summary of the key findings and recommendations. It suggests that the current marketing strategy is effective, but there is still room for improvement in terms of targeting and personalization. The author recommends further investment in digital marketing and customer relationship management tools.

The sixth section provides a detailed analysis of the financial performance. It shows that the company has achieved a steady increase in revenue, which is a positive sign for the business. However, the profit margins have remained relatively stable, indicating that the company is still facing some cost pressures.

The seventh part of the document discusses the impact of external factors on the business. Changes in the market environment, such as increased competition and fluctuating economic conditions, have had a significant impact on the company's performance. The author suggests that the company should remain agile and adapt to these changes as they arise.

The eighth section provides a detailed breakdown of the company's resources and capabilities. It highlights the strengths of the organization, such as its strong brand identity and experienced workforce. At the same time, it identifies areas where the company needs to invest, such as in research and development and talent acquisition.

The final part of the document provides a detailed analysis of the company's future prospects. It suggests that the company has a strong potential for growth, particularly in the emerging markets. The author recommends that the company should focus on expanding its product line and strengthening its distribution network to capitalize on these opportunities.

