

ROSCOMMON TOWNSHIP BOARD REGULAR MEETING MINUTES**8555 Knapp Road, Houghton Lake, MI 48629****April 6, 2021**

3245

Supervisor Randall called the meeting to order at 7:00 p.m. with Roscommon County Road Commission Engineering Technician Bryan Jeske 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 three items to the Agenda all pertaining to Dangerous Buildings. Motion by Hose, second by DuPuis, to add under Unfinished Business #5 schedule Special Meeting for the burnt structure located at 1774 Heightsview; and under New Business # 7 possible Dangerous Building at 218 Joliet; and under new business # 8 possible Dangerous Building at 108 Mason. All yes, Motion carried.

Dangerous Buildings

CONSENT AGENDA

Motion by Christian, second by Hose, to approve the items on the Consent Agenda with the additional bills as presented. All yes, Motion carried.

Approved

CORRESPONDENCE

Board reviewed Engagement Letter from Baird, Cotter & Bishop for 2020-2021 audit. Motion by Hose, second by DuPuis, to authorize Clerk to execute the Engagement Letter with Baird Cotter & Bishop P.C. regarding the 2020/2021 fiscal year audit to begin on June 8, 2021. All yes, Motion carried.

2020/2021 FY Audit

Email from resident regarding intersection streetlight was discussed. Information regarding illumination was requested by Board. Also discussed were larger street signs. Motion by DuPuis, second by Christian, to authorize up to \$100.00 for a streetlight to be placed at the intersection of Knapp Road (East) and M-55, from line item 101-450-921-00. All yes, Motion carried.

Streetlight

Board read Roscommon County Gypsy Moth Suppression Program Spring 2021 Spray Notification.

Gypsy Moth Suppression

UNFINISHED BUSINESS

One late bid was received from the Weed Ordinance violation mowings. Consensus of the Board to review the bid. Motion by Milburn, second by DuPuis, to contract with Mendyk Lawn Care and Maintenance for the mowing of residential and commercial properties in violation of the Roscommon Township Weed Ordinance. All yes, Motion carried.

Weed Ordinance
Mowing Contract

Trustee/Ordinance Officer Christian updated Board on recommendations and changes from attorney regarding Short Term Rental Ordinance. Motion by DuPuis, second by Christian, to adopt Resolution #2021-4-6, Ordinance #81 as amended by Attorney, as presented. All yes, Motion carried.

Resolution #2021-4-6
Short Term Rental
Ordinance #81

Board discussed different services offered for Short Term Rental administration by third-party service. Motion by DuPuis, second by Hose, to authorize Supervisor to execute contract with Granicus Host Compliance for one year for the following services: Address Identification, Compliance Monitoring and 24/7 Dedicated Hotline. All yes, Motion carried.

Short Term Rental
Administration

Board discussed application and annual fees for Short Term Rentals. Motion by DuPuis, second by Milburn, to adopt Resolution #2021-4-6a, to set the application fee for Short Term Rental Ordinance #81 at \$50.00. All yes, Motion carried.

Resolution #2021-4-6a
STR Application Fee

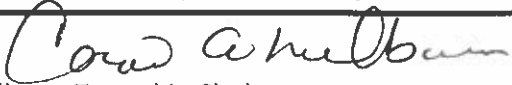

Motion by DuPuis, second by Christian, to adopt Resolution #2021-4-6b, to set the annual license fee for Short Term Rental Ordinance #81 at \$350.00. All yes, Motion carried.

Resolution #2021-4-6b
STR Annual Fee

Roscommon County Road Commission road agreement discussed at prior meeting was presented to the Board. Motion by Milburn, second by Christian, to adopt Resolution #2021-4-6c, to authorize Supervisor and Clerk to execute the agreement with Roscommon County Road Commission for the following roads: Chippendale Drive, Crestview Road, Oak Marr Drive, Pepperell Avenue, Radcliff Drive, Snowflake Way, Teaberry Lane, and Winding Drive, for an estimated sum of \$409,105. Roscommon Township's share after RCRC millage and allocation is \$55,587, from line item 203-000-775-00. All yes, Motion carried.

Resolution #2021-4-6c
RCRC Road Agreement

Trustee/Ordinance Officer Christian requested a Special Meeting date for Dangerous Building violation at 1774 Heightsview at which time he will present information regarding the building. Consensus of the Board to set the Special Meeting date as Tuesday April 13, 2021 at 8:30 a.m.	1774 Heightsview
NEW BUSINESS	
Lakeview Park restroom hours open to public were discussed. Consensus of the Board to have the restrooms open May through September 8:00 a.m. to 9:00 p.m. with signs posted.	Lakeview Park Restrooms
Board discussed accessibility upgrades at the Kevin Sperry Heights Park. Motion by Milburn, second by DuPuis, to authorize Supervisor to obtain quote for project costs to improve accessibility to the Kevin Sperry Heights Memorial Park. All yes, Motion carried.	Kevin Sperry Heights Memorial Park
Roscommon Township maintenance request to purchase two shelves was reviewed. Motion by Hose, second by Christian, to authorize purchase of steel garage storage shelving units for a cost not to exceed \$500.00, from line items 101-698-777-00 and 101-265-775-00. All yes, Motion carried.	Maintenance Shelving Units
Otis Elevator Maintenance extension agreement was discussed by Board. Motion by Hose, second by Milburn, to authorize Clerk to sign extension agreement with Otis Elevator for additional five years at a 4.5% savings. All yes, Motion carried.	Otis Elevator Agreement
Supervisor discussed Assistant Assessor MCAO Certification class. Motion by DuPuis, second by Christian, to authorize payment for Michigan Certified Assessing Officer Program for Assessor Assistant April MacKinnon for the May 2021 MCAO Class with mileage and hours, and to authorize Supervisor to execute Employment Agreement with MacKinnon, from line item 101-209-910-00. All yes, Motion carried.	Assistant Assessor MCAO Class
Supervisor asked to amend Budget for MCAO class. Motion by Hose, second by Milburn, to adopt Resolution #2021-4-6d, to amend the Roscommon Township Fiscal Year 2021/2022 Budget by moving \$1,100.00 from 101-101-999-00, Contingency to 101-209-910-00, Assessing Education. All yes, Motion carried.	Resolution #2021-4-6d Budget Amendment
Roscommon Township Fire Department firefighter request for leave of absence was discussed. Motion by Christian, second by Hose, to authorize six months leave of absence for Roscommon Township Fire Department Lieutenant Anthony Bair effective May 1, 2021. All yes, Motion carried.	Firefighter Leave of Absence
Roscommon Township Fire Department Chief Williams updated Board on progress of new fire truck, stating sections are almost ready to all be assembled on the chassis.	New Fire Truck
Clerk presented Board with Houghton Lake Building Agency Intergovernmental Agreement for review and suggestions.	HLBA Interlocal Agreement
Trustee DuPuis presented research and options for Township vehicle. Board discussed need and costs. Motion by DuPuis, second by Christian, to authorize purchase of Ford F150, former Sewer Authority truck, for an amount of \$6,000.00, plus administration fees. Roll call: Milburn-yes, Hose-no, Christian-yes, Randall-yes, DuPuis-yes. Motion carried.	Township Vehicle
Budget Amendment for new vehicle as presented. Motion by Milburn, second by DuPuis, to adopt Resolution #2021-4-6e, to amend the Roscommon Township Fiscal Year 2021/2022 Budget by adding to line item 101-000-402-00 General Fund Carry Over the amount of \$7,500.00, to Equipment Vehicle 101-698-977-10. All yes, Motion carried.	Resolution #2021-4-6e Budget Amendment
Trustee/Ordinance Officer Christian discussed possible Dangerous Building Ordinance violation at 218 Joliet. Motion by DuPuis, second by Milburn, to authorize Supervisor to submit the following property for review as a possible violation pursuant to the Roscommon Township Dangerous Building Ordinance #73. Parcel Number 72-011-370-015-0000, Commonly known as 218 Joliet, Houghton Lake, MI 48629, Legally described as Lot 15 & N1/2 of Lot 16, Hilltop. All yes, Motion carried.	218 Joliet
Trustee DuPuis presented 108 Mason as a possible Dangerous Building. Consensus of the Board that property needs follow up but more time was needed for Ordinance Officer to contact property owner and to table 108 Mason at this time as Dangerous Building.	108 Mason

		ANNOUNCEMENTS
Clerk stated Cemetery Spring Clean up is scheduled to begin April 23, 2021. Clerk Milburn also presented Deputy Clerk Stogiera with Certificate of Recognition from the State of Michigan for the 2020 Election cycle.		Cemetery Clean Up and Dedication
Supervisor congratulated Houghton Lake Resorter for being named MPA Newspaper of the Year.		HL Resorter
		PUBLIC COMMENT
None at this time.		None
		ADJOURN
Motion by Hose, second by DuPuis, to adjourn the meeting at 8:25 p.m. All yes, Motion carried.		8:25 PM
 Carie A. Milburn, Township Clerk	Date: 5/5/21	
 Diane F. Randall, Township Supervisor	Date: 5/10/21	Minutes prepared by Deputy Clerk Stogiera

