

ROSCOMMON TOWNSHIP BOARD REGULAR MEETING MINUTES	
8555 Knapp Road, Houghton Lake, MI 48629	3256
March 1, 2022	
Supervisor Randall called the meeting to order at 7:04 p.m. with resident Christina Rubino leading the Pledge of Allegiance.	Call to Order
Board Present: Randall-Supervisor, Milburn-Clerk, Hose-Treasurer, DuPuis-Trustee and Christian-Trustee. Absent: None.	Roll Call
	PUBLIC COMMENT
County Commissioner Milburn presented 2022 gypsy moth spray map to the Board. He also invited the Board to the County Commissioner meeting the next day on the proposed Houghton Lake Special Assessment District for a level control structure. Supervisor and Clerk questioned the timeliness of the proposal, cost and what other options had been considered.	Gypsy Moth Spray and County Houghton Lake SAD Level Control Structure
	AGENDA ADDITION
Supervisor requested an agenda addition to the Board. Motion by Milburn, second by Hose, to add to the agenda under Correspondence 2a, Houghton Lake Men's League RE: Request to use fields. All ayes, Motion carried.	Houghton Lake Men's League
	CONSENT AGENDA
Motion by Christian, second by Hose, to approve the items on the Consent Agenda with the additional bills as presented. All ayes, Motion carried.	Approved
	CORRESPONDENCE
Fraternal Order of Eagles' request for Memorial Day Parade permit was discussed by the Board. Motion by Hose, second by Christian, to authorize Supervisor to proceed with permitting process with MDOT for the 2022 Fraternal Order of Eagles Memorial Day Parade. All ayes, Motion carried.	Memorial Day Parade
Board reviewed request for Women's Softball League use of ballfields. Motion by Hose, second by DuPuis, 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 2022 season. The annual Fun Tournament is allowed on August 13, 2022, September 17 and 18, 2022, with 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 its 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 League's. All ayes, Motion carried.	HL Women's Softball League
Houghton Lake Men's League request to use fields was also reviewed by the Board. Motion by Hose, second by Christian, to authorize the Houghton Lake Men's League use of Dutcher Softball Complex Fields 1 and 2 on Mondays and Wednesdays from May through August for the 2022 season. The annual tournament is allowed April 23 and 24, 2022, said approval is conditional upon proper insurance. There will not be a cost for use of the fields instead we would appreciate with League's assistance in clean up after its 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 League's. All ayes, Motion carried.	HL Men's League
Roscommon County Equalization Department Contract for Services was discussed by the board. Motion by Milburn, second by Christian, to adopt Resolution #2022-3-1, to authorize Supervisor to contract with Roscommon County Equalization for the 2022-2023 year for Option A: Full Service - Assessment and Tax and Clerk for \$1.15 per parcel and \$0.48 parcel postage per mailing. All ayes, Motion carried.	Resolution #2022-3-1 Equalization Department Contract for Services
Supervisor advised Roscommon Township was awarded a grant in the amount of \$1,200.00 from Michigan Township Participating Plan to be utilized for Planning/Zoning Training scheduled for March 10, 2022 at 1:00 p.m. MTPP also reimbursed the Township \$250.00 for the Michigan Planner accreditation the Trustee/Ordinance Officer Rob Christian successfully passed.	MTPP Grant and reimbursement
Clerk updated Board on FEMA webinar regarding first look draft floodplain Muskegon Watershed Flood Risk.	FEMA Flood Risk Review

	UNFINISHED BUSINESS
Supervisor advised there were no bids received for parcel #011-485-007-0000 (formally known as 206 McClellan). Consensus of the Board to continue accepting bids to be presented at the May 3, 2022 Board meeting.	206 McClellan
	NEW BUSINESS
Board reviewed proposed 2022/2023 Annual Budget. Motion by Hose, second by DuPuis, to adopt Resolution #2022-3-1a, to adopt the Fiscal Year 2022/2023 Roscommon Township Budget by fund as follows: General Fund in the amount of \$1,373,989.00; Roads Fund in the amount of \$59,210.00; Fire Operating in the amount of \$690,808.00; Fire Equipment in the amount of \$98,181.00; and Solid Waste/Trash in the amount of \$537,588.00. All ayes, Motion carried.	Resolution #2022-3-1a 2022/2023 FY Budget
Roscommon Township 22/23 payroll was considered by the Board. Motion by DuPuis, second by Milburn, to adopt Resolution #2022-3-1b, Township Payroll for Fiscal Year 2022/2023, as presented. All ayes, Motion carried.	Resolution #2022-3-1b 2022/2023 FY Payroll
Roscommon Township Cemetery Contract was discussed by the Board. Motion by Milburn, second by Christian, to authorize Clerk to contract for cemetery maintenance with Kevin Koscielecki for an amount not to exceed \$15,000.00. All ayes, Motion carried.	Cemetery Contract
Board discussed opt out of the 80/20 contribution plan for 2022/2023 regarding health insurance. Motion by Milburn, second by Christian, to adopt Resolution #2022-3-1c, Annual Exemption Option as set forth in 2011 Public Act 152, the Publicly Funded Health Insurance Contribution Act as established. All ayes, Motion carried.	Resolution #2022-3-1c 2022 Opt Out 80/20 Contribution Plan
Supervisor presented an applicant for an office assistant for Assessor. Motion by Milburn, second by DuPuis, to authorize the hire of Holley Leask as part-time office assistant for Assessor beginning March 2, 2022 at the rate of \$12.00 per hour. All ayes, Motion carried.	Assessor Office Assistant
Board reviewed quotes for new email service provider. Motion by Hose, second by Milburn, to authorize the quote from IT Right for email network provider in the amount of \$1,480.00, from budget line Item 101-101-959-00. All ayes, Motion carried.	Email Service Provider
Supervisor advised the first Household Hazardous Waste Collection for 2022 will be June 4, 2022, and held at the Roscommon County Road Commission.	Household Hazardous Waste Collection
	ANNOUNCEMENTS
Supervisor advised March Board of Review will be held March 14, 2022 from 9:00 a.m. to 4:00 p.m. and March 15, 2022 from 2:00 p.m. to 9:00 p.m. The Board of Review will accept letters and faxes from residents until March 15, 2022 at 8:30 p.m.	March BOR
Treasurer stated taxes for 2021 can no longer be accepted at the Township and residents must go to the County to pay past property taxes now. Also dog tags can now be purchased at vets, animal shelter and County building.	Taxes and Dog Tags
	PUBLIC COMMENT
None at this time.	None
	ADJOURN
Motion by Hose, second by Christian, to adjourn the meeting at 7:45 p.m. All ayes, Motion carried.	7:45 PM
Carie A. Milburn, Township Clerk	Date:
Diane F. Randall, Township Supervisor	Date:
THESE MINUTES ARE SUBJECT TO APPROVAL AT THE NEXT REGULAR MEETING OF THE ROSCOMMON TOWNSHIP BOARD	
	Minutes prepared by Deputy Clerk Stogiera