

ROSCOMMON TOWNSHIP BOARD  
SPECIAL MEETING  
July 14, 2015

Special meeting was called to order by Supervisor Randall at 3:30 p.m.  
Present: Randall, Hose, Stevenson, Milburn and Nielsen.

One guest was also present.

Agenda items in order:

1. CEMETERY ORDINANCE: Discussion centered on the text changes and suggestions made by our attorney. The reason the decision was tabled from the regular meeting on July 7, 2015 was to allow the Township's attorney to review it.

**Motion by Hose, second by Milburn, to adopt Resolution #2015-7-4 establishing Ordinance #71 CEMETERY ORDINANCE. No further discussion.**

**Roll call: Stevenson, yes; Nielsen, yes; Hose, yes; Milburn, yes; Randall, yes.**

**Motion carried.**

2. UPDATED FEE SCHEDULE: This item was also tabled from the regular meeting of July 7, 2015 because some suggestions were made that needed to be incorporated into the update i.e. increased foundation costs, FOIA allowable charges, and copying charges for other types of documents not related to FOIA.

**Motion by Stevenson, second by Hose, to adopt Resolution #2015-7-14a updating the Roscommon Township fee schedule. No further discussion**

**Roll call: Nielsen, yes; Hose, yes; Milburn, yes; Randall, yes; Stevenson, yes.**

**Motion carried.**

3. TRUMBULL RESOLUTION: The Clerk explained the misunderstanding in the cemetery and the problem created when the Township agreed to set a headstone for a family. The family was dissatisfied with the final result and has asked the Township to make it right. The Resolution sets forth what the Township is willing to do to correct the issues. The Clerk also referred to the new Cemetery Ordinance which clearly states that the Township is not responsible for setting, placing or maintaining headstones.

**Motion by Milburn, second by Stevenson, to adopt Resolution #2015-7-14b setting forth the measures and cost of restoring a specific private monument. Discussion: The Board asked if the Clerk would see about the Cemetery Sexton's liability insurance helping with the costs.**

**Roll call: Stevenson, yes; Nielsen, yes; Hose, yes; Milburn, yes; Randall, yes.**

**Motion carried.**

4. LYNX NETWORK GROUP: Lynx network Group submitted an application for a permit under Michigan's METRO ACT provisions where the Township has the right to approve any such permit granting use of the rights-of-way.

**Motion by Trustee Steve Neilsen, second by Clerk Barbara J Stevenson, to adopt Resolution #2015-7-14c, approving the METRO ACT permit application submitted**

by LYNX Network Group and giving the Roscommon Township Clerk authority to sign the application. No further discussion.

**Roll call: Milburn, yes; Hose, yes; Nielsen, yes; Stevenson, yes; Randall, yes.**

**Motion carried.**

5. AUDIT LETTER AND FOLLOWUP POLICY/PROCEDURE RESPONSE: The Board reviewed the annual audit documents from Baird, Cotter and Bishop. One of the deficiencies defined involved the way the Capital Fund monies transferred out of the Capital Improvement Fund and into the Roads Fund for disbursement were incompletely recorded in the bookkeeping system. Since the Clerk was unaware of the procedure for recording the complete transactions, it was suggested that a procedure to be included with the Capital Fund Policy already in place would be a solution and remedy. Mike Cool, from the Township's accounting firm aided in the creation of the procedure.

**Motion by Hose, second by Nielsen, to adopt the written procedure for recording Capital Improvement Fund transfers as presented. No further discussion. All ayes. Motion carried.**

6. FITNESS TRAIL EQUIPMENT: The project has been in the Parks and Recreation 5 Year Plan since 2010 and scheduled for completion in 2013. Now that the extension of the walking trail is complete, the Parks Committee is requesting this portion of the plan be complete as well. Money for that purpose was included in the 2015-16 approved budget. 9 stations are planned using materials that have been recycled and have 1000 year lives. There are no moving parts to break or repair. As the manufacturer states, the equipment is designed to install and forget. Questions were raised regarding actual usage, suggesting that maybe less equipment until it is seen how many persons use it. How that was to be measured was another issue. The survey results used for the development of the Recreation Plan was quoted.

**Motion by Nielsen, second by Stevenson, to approve the purchase of exercise equipment for the walking trail for a cost of up to \$13,500 as presented. No further discussion. Voice vote: 3 yes, 2 no. Motion carried.**

7. HOUGHTON LAKE AMBULANCE AUTHORITY APPOINTMENT: As Diane Randall wished to step down from the Ambulance Authority Board, she suggested that Clerk Stevenson be appointed permanently to fill the current term ending December 2015. Stevenson has been acting in that capacity since the Board agreed to that arrangement since May 1, 2012.

**Motion by Randall, second by Hose, to appoint Barbara J Stevenson, to the Houghton Lake Ambulance Authority to permanently fill the term ending December 31, 2015. Voice vote: All ayes. Motion carried.**

8. HOLLINGSWORTH RESIGNATION: Jaysen Hollingsworth submitted a letter of resignation. **Motion by Nielsen, second by Hose, to accept the resignation of Jaysen Hollingsworth from the Roscommon Township Fire Department effective July 7, 2015. Voice vote: all ayes. Motion carried.**

9. SALE OF TOWNSHIP PROPERTY: Tabled from the regular meeting of July 7, 2015, because the only bid received was below the stated minimum amount, the Board tasked the Supervisor to review options; re-bid, negotiate, reject, keep. After consulting with the Township's Attorney and having a sample Land Contract with an amortization schedule written, the Board again discussed its options. Supervisor Randall had the Land Contract modified to reflect the Buyer's responsibility for all closing costs. There was a suggestion that the property be rebid. There was discussion of our position as a Township Board of providing an incentive for economic growth, that the old store had been demolished at the Township's expense for the good of the community, not the specific business next door. Since that time, the business had sold to new owners. The Township had the chance to purchase for back taxes that same lot that had contained the demoed building, and how that amount played into the Board's determination of the minimum bid.

**Motion by Hose, second by Stevenson, to adopt Resolution 2015-7-14d selling the described property on the modified land contract as presented. Discussion: One member asked for the motion to be read back and a recap of the history of the property and the circumstances of the proposal, and what our attorney said about the bidding process.**

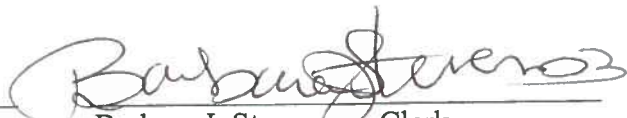
**Roll call: Stevenson, yes; Hose, yes; Randall yes; Milburn, yes; Nielsen, yes.**

**Motion carried.**

Meeting adjourned at 4:53 p.m.



Diane F. Randall, Supervisor



Barbara J. Stevenson, Clerk

THESE MINUTES ARE SUBJECT TO APPROVAL AT THE NEXT REGULAR MEETING OF THE ROSCOMMON TOWNSHIP BOARD