

ROSCOMMON TOWNSHIP BOARD REGULAR MEETING MINUTES	
8555 Knapp Road, Houghton Lake, MI 48629	
April 3, 2018	
Supervisor Randall called the meeting to order at 7:00 p.m., Roscommon Township resident Andrew Komperda lead the Pledge of Allegiance.	Call to Order
Board Present: Randall-Supervisor, Milburn-Clerk, Hose-Treasurer, DuPuis-Trustee, and Christian-Trustee.	Roll Call
CONSENT AGENDA	
Motion by Hose, second by Christian, 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	
Correspondence from resident requesting Cemetery Ordinance to allow for more than two cremains burials per lot was reviewed and tabled to garner more information.	Cemetery
Letter from Brian Jeske regarding Planning Commission restatement was read. Motion by DuPuis, second by Christian, to appoint Bryan Jeske as an alternate to the Roscommon Township Zoning Board of Appeals effective April 3, 2018 through April 3, 2021. All yes, Motion carried.	Roscommon Township Zoning Board of Appeals Appointment
Engagement letter from Auditor was reviewed. Motion by Hose, second by DuPuis, to authorize Clerk to execute the Engagement Letter with Baird, Cotter & Bishop, P.C. for 2017/2018 fiscal year audit to begin approximately on June 18, 2018. All yes, Motion carried.	2017/2018 Fiscal Year Audit
Notice from the Department of Natural Resources about proposed oil and gas lease auction was reviewed.	DNR Oil and Gas Lease Auction
UNFINISHED BUSINESS	
Clerk presented information on Michigan Participating Plan Grant for security cameras at Lakeview Park. Motion by Hose, second by Christian, to adopt Resolution #2018-4-3, WHEREAS, MICHIGAN TOWNSHIP PARTICIPATING PLAN is offering grants to help townships reduce risk in their communities; and WHEREAS, the ROSCOMMON TOWNSHIP Board desires to apply for such grant with the Michigan Participating Plan Risk Reduction. NOW, THEREFORE, BE IT RESOLVED that Roscommon Township Clerk is hereby authorized to execute and submit the Michigan Township Participating Plan Risk Reduction Grant application for a 50/50 match in an amount up to \$2,500.00 toward the purchase of security cameras for the Roscommon township Lakeview Park facility. All yes, Motion carried.	Resolution #2018-4-3 Michigan Participating Plan Grant for Security Cameras
Supervisor presented updated information for a Computerized Tax Roll. Motion by Christian, second by Hose, to authorize Supervisor/Assessor and Treasurer to request approval of Computerized Tax Roll by a Local Unit, and authorize up the \$500.00 to set up Public Viewing Computer from budget line 101-101-977-00. All yes, Motion carried.	Computerized Tax Roll
Three bids for demolition at buildings at 210 Standard Street were opened and discussed. It was the consensus of the board to not open and accept an emailed bid that was received. Motion by Milburn, second by Hose, to accept the bid for Project ID: 2018 - Demolition of 210 Standard Street - to Carrick Trucking for the amount of \$7,800.00 as per bid specifications from budget line 101-333-959-00. All yes, Motion carried.	Dangerous Building - Demolition of 210 Standard Street
Sale of Township Property in Linwood Park was discussed. Motion by Milburn, second by Christian, to not set a minimum bid price on the sale of the Linwood Park property and bring back for review at the June regular Township Board meeting. All yes, Motion carried.	Sale of Township Property in Linwood Park
NEW BUSINESS	
Roscommon Township Park Committee's recommendations for a Dog Park was reviewed and tabled for review of liability issues and until current projects can be completed.	Dog Park
Supervisor presented update on Home Depot donation request letter for Heights Park Memorial Pavilion.	Heights Park Update
Park Committee presented update on disc golf course expansion.	Disc Golf Course

Fire Department Executive Committee recommendation for new hire was read. Motion by Hose, second by Milburn, to hire R. Scott Gillmore as a Roscommon Township Volunteer Firefighter effective April 3, 2018, with a six month review by the Roscommon Township Fire Department	Firefighter Appointment
Fire Department Executive Committee recommendation for First Lieutenant was read. Motion by DuPuis, second by Christian, to appoint Cody Parr to the position of First Lieutenant effective March 6, 2018. All yes, Motion carried.	FD First Lieutenant Appointment
Trustee/Assistant Fire Chief Christian presented the Fire Departments request for a Standard Uniform Policy. Motion by Hose, second by DuPuis, to amend the Roscommon Township Fire Department Standard Operating Guidelines to include under Section B Employment, Standard Uniform Policy, with examples removed, to become effective April 3, 2018. All yes, Motion carried.	Fire Department Standard Uniform Policy
Fire Chief presented Fire Departments request for pagers. Motion by Hose, second by DuPuis, to approve the purchase of two G1 pagers form Tele-Rad for a cost not to exceed \$790.00. All yes, Motion carried.	Fire Department G1 pagers
James Leedy's letter of resignation was read. Motion by Hose, second by Christian, to accept the resignation of James Leedy from the Roscommon Township Fire Department with the Board's sincere appreciation for his dedication to the community. All yes, Motion carried.	James Leedy resignation as firefighter
Supervisor presented information regarding the Compost Center. The Board came to the consensus that the opening date would change from April 1 to April 18, with the recycle bin being moved to the Compost Center that week. Motion by Hose, second by DuPuis, to authorize pay for Compost/Recycle Center Manager to be \$11.50 per hour effective April 3, 2018. All yes, Motion carried. Motion by Hose, second by Christian, to authorize pay for Compost/Recycle Center Attendant to be \$10.00 per hour effective April 3, 2018. All yes, Motion carried. The Board further decided to hold a special meeting regarding Compost/Recycle Center policies on April 10, 2018 at 8:00 a.m.	Roscommon Township Compost/Recycle Center opening date, pay increases, and policies
I.T. Right quote for new computer was presented. Motion by Hose, second by Milburn, to approve update of Deputy Treasurer computer, serial number 107488674, for a cost of \$879.00 from budget line 101-101-977-00. All yes, Motion carried.	Deputy Treasurer Computer Update
Supervisor presented information regarding an amendment to the 2018/2019 Roads Budget. Motion by Hose, second by DuPuis, to adopt Resolution #2018-4-3a to amend the 2018/2019 budget as follows: Increase budget line 203-000-077 from \$500,000.00 to \$525,000.00, add budget line 203-000-401 in the amount of \$18,000.00, bringing the total revenues to \$617,800.00. Increase budget line 203-000-775 from \$73,400.00 to \$91,400.00, increase budget line 203-000-776 from \$500,000.00 to \$525,000.00, bringing the total expenses to \$617,800.00. All yes, Motion carried.	Resolution #2018-4-3a 2018/2019 Roads Budget Amendment
Board discussed two quotes received for split oak tree removal at Skinner Park. Motion by Hose, second by Christian, to authorize Precision Tree Climbers to remove the hazardous oak tree from Township grounds and grind stump for an additional \$100.00, for a cost not to exceed \$475.00 from budget line 101-698-779. All yes, Motion carried.	Skinner Park Tree Removal
Supervisor requested an update to the Application for Exemption of Property. Motion by DuPuis, second by Christian, to adopt Resolution #2018-4-3b to approve the expanded application/questionnaire for real and/or personal property exemptions for Roscommon Township as presented and set policy to review/audit up to 20% property exemptions annually to comply with State Tax Commission standards. All yes, Motion carried.	Resolution #2018-4-3b Real and/or Personal Property Exemptions
Supervisor requested authority to combine township parcels. Motion by Hose, second by Christian, to authorize Supervisor/Assessor to combine contiguous Roscommon Township owned properties, as necessary. All yes, Motion carried.	Combination of Township Properties
The Board discussed the Airport Manager contract and whether Airport Manager should be an employee instead of a contractor. Motion by Hose, second by Christian, to hire Chris Ambrose as Roscommon Township Airport Manager, effective April 3, 2018, for an annual salary of \$6,000.00. All yes, Motion carried.	Hire Airport Manager as Employee

A former resident's request to purchase old street signs was read and discussed. Motion by Hose, second by Milburn, to authorize sale of 32 used street signs for a cost of \$50.00 each with said monies to be designated to a park of the purchaser's choice. All yes, Motion carried.	Used Street Sign Sale
Supervisor presented calculated front footage with preliminary estimates for a special assessment district for Bay City Trail road improvements after being contacted by County Commissioner	Bay City Trail
ANNOUNCEMENTS	
Clerk mentioned that absentee ballots for May Special Election are now available.	Absentee Ballots
Trustee/Zoning Administrator advised that Land Use permits were up 70% compared to this time last year.	Land Use Permits
PUBLIC COMMENT	
Resident suggested contacting neighbors about sale of Linwood Park property.	Linwood Park Property
Candidate for State Senate introduced himself and answered questions.	State Senate Candidate
Resident suggested hiring a grant writer for the Fire Department equipment purchases.	Grant Writer
Resident asked for update on the M55 and Loxley traffic signal.	M55 and Loxley Signal
Airport Manager asked about hangar grant from MDOT.	MDOT Grant
ADJOURN	
Motion by Hose, second by Christian, adjourn at 8:52 p.m.	8:52 p.m.
Carie A. Milburn, Township Clerk	Date:
Diane F. Randall, Township Supervisor	Date:
	Minutes prepared by Anna Stogiera

