

ROSCOMMON TOWNSHIP BOARD REGULAR MEETING MINUTES	
8555 Knapp Road, Houghton Lake, MI 48629	
June 5, 2018	
Supervisor Randall called the meeting to order at 7:00 p.m., HL Chamber Director Kim Akin lead the Pledge of Allegiance.	Call to Order
Br Present: Randall-Supervisor, Milburn-Clerk, Hose-Treasurer, DuPuis-Trustee, and Christian-Trustee.	Roll Call
Motion by Hose, second by DuPuis, to approve the items on the Consent Agenda with the additional bills. All yes, Motion carried.	CONSENT AGENDA Approved
None at this time.	PUBLIC COMMENT None
Supervisor reviewed correspondence from Baird, Cotter & Bishop regarding 2018 Audit.	CORRESPONDENCE Township Audit
Supervisor read correspondence from Friends of Trestle Park seeking donations.	Friends of Trestle Park
Request from Houghton Lake Bobcat Youth Football & Cheerleading to use of Skinner Park fields and pavilion was reviewed. Motion by Christian, second by Hose, to authorize Bobcat Youth Football & Cheerleading use of the former soccer fields at Skinner Park from August 7, 2018 through approximately October 26, 2018. Also to include football camp scheduled for July 24, 25 and 26, said approval is contingent upon proof of proper liability insurance. All yes, Motion carried.	Houghton Lake Bobcat Youth Football & Cheerleading
Letter from Roscommon County Community Foundation with \$1,748 grant check for Skinner Park toddler play area was reviewed. The official opening is June 8, 2018 at 12:30 pm.	Toddler Play Area
Planning Commission Chairperson Akin update of former antique mall on Loxley regarding rezoning request from residential to commercial was reviewed. Akin advised the board that both the rezoning and conditional rezoning had not been recommended by the Planning Commission. The owner is looking at proposing another conditional rezoning to the Planning Commission at the next meeting. Akin also updated the Board on the progress with the Dollar General.	Planning Commission Recommendation
A copy of a letter to County Road Commission Manager Tim O'Rourke from County Comm. Milburn requesting a traffic study at the intersection of M-55 and Loxley was read.	Loxley and M-55 Traffic Study
	UNFINISHED BUSINESS
Lakeview Park restroom construction was discussed. Motion by Hose, second by Milburn, to adopt Resolution #2018-6-5, this Amendment to the Agreement entered into between the Michigan Department of Natural Resources ("Department") and the Township of Roscommon ("Grantee") in the County of Roscommon for the Michigan Natural Resources Trust Fund grant number TF 14-0169. The purpose of this amendment is to extend the end date of the project period from 6/30/2018 to 9/30/2018 to allow for more time to complete the project. The Department and the Grantee mutually agree to amend the Agreement as follows: The time period allowed for the project completion is 04/01/2015 through 9/30/2018, hereinafter referred to as the "project period". Requests by the Grantee to extend the project period shall be made in writing before the expiration of the project period. Extensions to the project period are at the discretion of the Department. The project period may be extended only by an amendment to this Agreement. Submit a complete request for final reimbursement within 90 days of the project completion and no later than, 12/30/2018. If the Grantee fails to submit a complete final request for reimbursement by 12/30/2018, the Department may audit the project costs and expenses and make final payment based on documentation on file as of that date or may terminate this Agreement and require full reimbursement of grant funds by the Grantee. All other provisions of the Agreement shall be continued in full force and effect. The amendment may be executed separately by the parties and is not effective until both the Grantee and the Department have signed it. All yes, Motion carried.	Resolution #2018-6-5 Lakeview Park Grant Agreement Amendment

<p>A Memorandum of Understanding regarding the Heights Park project was reviewed along with some information regarding new playground equipment . Motion by Milburn, second by Hose, to authorize the Clerk and Supervisor to sign the Memorandum of Understanding with Gary Harms for the Heights Park project. All yes, Motion carried.</p>	<p>Heights Park project</p>
<p>Clerk updated the Board on the Movie in the Park regarding concessions.</p>	<p>Movie in the Park</p>
<p>The Board discussed the County Tax foreclosed properties that were also blight/dangerous buildings. Motion by Milburn, second by Christian, to adopt Resolution #2018-6-5a, WHEREAS, Roscommon Township acknowledges the impact that County tax foreclosed properties have on the quality of life, economic stimulus and property values of parcels within Roscommon Township. WHEREAS, the General Property Tax Act, (Public Act 206 of 1893 MCL 211.78m) authorizes townships, after the first right of refusal of the State of Michigan, to purchase for a public purpose any property located within the City, Village, or Township set forth in the judgment and subject to sale under said section by payment to the foreclosing governmental unit of the minimum bid. WHEREAS, Roscommon Township wishes to take a proactive approach of eliminating blighted properties which in turn promotes public safety, enhances local economic development opportunities and improves the major gateway in to Houghton Lake. NOW, THEREFORE BE IT RESOLVED that the Roscommon Township Board authorizes the purchase of the following 2018 Roscommon County foreclosure properties identified as follows: Parcel 011-403-002-7500 in the amount of \$733.48, Parcel 011-435-029-0000 in the amount of \$2,116.45, Parcel 011-524-029-0000 in the amount of \$8,330.44, Parcel 011-527-031-0000 in the amount of \$1,580.16. All yes, Motion carried.</p>	<p>Resolution #2018-6-5a Roscommon Township Blight Elimination of County Tax Foreclosed Properties</p>
<p>There were two bids opened regarding the sale of Linwood Park, 415 Maple. Motion by Hose, second by DuPuis, to authorize the sale to and paper work to be drawn up for John and Melinda Hines for the sale of 011-460-115-8500 sale price of \$3,200.00 with the \$320.00 deposit, 10% of the bid, paid prior to the preparation of closing papers and to authorize the Clerk to sign the papers. All yes, Motion carried.</p>	<p>Sale of Linwood Park property</p>
<p>NEW BUSINESS</p>	
<p>Discussion regarding Dangerous Building Hearing Officer. Motion by Milburn, second by DuPuis, to adopt Resolution #2018-6-5b to appoint David LeRoy as the Roscommon Township Dangerous Buildings Hearing Officer effective June 5, 2018. The Houghton Lake Building Agency will prepare and serve the notices of hearing on the building owners at least ten days prior to the hearing as required by the Dangerous Buildings Ordinances and State Statute. The Township will provide the Dangerous Building Hearing Officer (DBHO) with a list of the buildings to be covered by the initial hearing via email not less then ten days prior to the hearing(s). The Houghton Lake Building Agency Official will be present at the hearing and will serve as the witness. Roscommon Township requests that the DBHO make pre-hearing inspections and proposes to pay the DBHO \$50.00 for each (per address) plus actual mileage at current IRS reimbursement rate per mile. The DBHO will turn in their time and mileage in to the Houghton Lake Building Agency designated staff. The Township proposes to pay the DBHO a base pay of \$100.00 per hearing date plus \$100.00 per hour for every hour after the first on the date of the hearing, in 15-minute increments, plus mileage to the hearing location. If the DBHO has a single hearing that lasts 15 minutes, he/she will be paid the \$100.00 plus mileage. If the DBHO has 4 hearings that last a total of 1.5 hours, he/she will be paid \$150.00 plus mileage. The Houghton Lake Building Agency will provide the DBHO with a fill-in-the-blank-style order for each building that is under consideration at the scheduled hearing. The Houghton lake Building Agency will arrange to take the minutes of the hearing. The Township will provide the DBHO with a follow-up order and plan for transmitting your orders to the Township Board for enforcement, if necessary. It is Roscommon Township's understanding that the Houghton Lake Building Agency may retain Roxanne Seeber, attorney at law, to be present at the hearings and assist with staff training as necessary, at its expense. All yes, Motion carried.</p>	<p>Resolution #2018-6-5b Roscommon Township Dangerous Building Hearing Officer</p>

Roscommon Township Fire Department DNR Volunteer Assistance Grant was discussed. Motion by Christian, second by DuPuis, to authorize up to \$4,999.00 for the match for the DNR Volunteer Fire Assistance Grant if awarded for this round. All yes, Motion carried.	DNR Volunteer Fire Assistance Grant
Blighted and dangerous buildings in the township were discussed. Motion by Milburn, second by DuPuis, to authorize Roscommon Township Supervisor to submit the following described property for review as a possible violation pursuant to the Roscommon Township Dangerous Building Ordinance #73, parcel number 72-011-204-001-0141, 244 S. Harrison. All yes, Motion carried.	Dangerous Building submittal to HLBA
Motion by Hose, second by Christian, to authorize Roscommon Township Supervisor to submit the following described property for review as a possible violation pursuant to the Roscommon Township Dangerous Building Ordinance #73, parcel number 72-011-226-001-0015, 7027 Emery Rd. All yes, Motion carried.	Dangerous Building submittal to HLBA
Motion by Hose, second by DuPuis, to authorize Roscommon Township Supervisor to submit the following described property for review as a possible violation pursuant to the Roscommon Township Dangerous Building Ordinance #73, parcel number 72-011-226-001-0012, 4022 Tower Hill Rd. All yes, Motion carried.	Dangerous Building submittal to HLBA
Motion by DuPuis, second by Christian, to authorize Roscommon Township Supervisor to submit the following described property for review as a possible violation pursuant to the Roscommon Township Dangerous Building Ordinance #73, parcel number 72-011-202-012-0441, 1200 Shoreline, Houghton Lake. All yes, Motion carried.	Dangerous Building submittal to HLBA
There was discussion regarding an update for the Houghton Lake Airport Hangar grant.	Airport Hangar Grant
Airport manager requested permission to power wash and stain the deck at the airport terminal. Motion by Hose, second by Milburn, to authorize up to \$200.00 for supplies to power wash, stain and paint the airport terminal building. All yes, Motion carried.	Terminal building and Deck Paint
Airport equipment tire repair was tabled until further notice due to lack of information.	Equipment Tire Repair
Clerk presented a request to repurchase cemetery lots from former resident. Motion by DuPuis, second by Milburn, to authorize the repurchase of graves 1 and 2, Row 51, Section 7, for the amount of \$70.00. All yes, Motion carried.	Request to repurchase Cemetery lots
Clerk requested purchase 50 Veteran grave markers, and thanked the Sherriff Auxiliary and volunteers for their help placing flags prior Memorial Day. Motion by Hose, second by Christian, to authorize purchase of Veteran grave markers for a cost of \$375.00 plus shipping. All yes, Motion carried.	Purchase of Veterans grave markers
Clerk requested the purchase of a cell phone signal booster for the new election tabulators. Motion by Milburn, second by Hose, to authorize up to \$255.00 for cell signal booster for elections. All yes, Motion carried.	Election cell signal booster
Supervisor updated the Board on vandalized and stolen grill at Skinner Park pavilion. Motion by Milburn, second by Hose, to replace the Skinner Park grills for a cost up to \$500.00. All yes, Motion carried.	Vandalized and stolen grills
Trustee/Zoning Administrator DuPuis presented the request of new maintenance tools. Motion by Christian, second by Hose, to authorize tools for maintenance for cost up to \$132.97. All yes, Motion carried.	Maintenance tools
ANNOUNCEMENTS	
Supervisor stated that tax bills will be out by the next Township Board meeting, and that our Trustee/Land Use Administrator DuPuis has been busy with permits.	Tax bills and permits
PUBLIC COMMENT	
Akin mentioned the good feedback Zoning/Land Use Administrator DuPuis has with people, and commended the Board for the work with blighted and dangerous buildings.	Land Use, blighted and dangerous buildings
Resident inquired about possible mosquito control.	Mosquitos
Public questioned the next Township Board meeting . Next meeting July 10, 2018.	Next Board meeting
ADJOURN	
Motion by Hose, second by DuPuis, adjourn at 8:13 p.m.	8:13 p.m.
Carie A. Milburn, Township Clerk <i>Carie A. Milburn</i> Date: 7/10/18	
Diane F. Randall, Township Supervisor <i>Diane F. Randall</i> Date: 7/10/18	Minutes prepared by Anna Stogiera

