

ROSCOMMON TOWNSHIP BOARD REGULAR MEETING MINUTES	
8555 Knapp Road, Houghton Lake, MI 48629	3265
December 6, 2022	
Supervisor Randall called the meeting to order at 7:00 p.m. and lead the Pledge of Allegiance.	Call to Order
Board Present: Randall-Supervisor, Milburn-Clerk, Hose-Treasurer, DuPuis-Trustee and Christian-Trustee. Absent: None.	Roll Call
	AMEND AGENDA
Motion by DuPuis, second by Christian, to approve to change the Agenda under New Business #8, from Board of Review Reappointment to Board of Review Appointment. All ayes, Motion carried.	Approved
	CONSENT AGENDA
Motion by Hose, second by Milburn, to approve the items on the Consent Agenda with the additional bills as presented. All ayes. Motion carried.	Approved
	PUBLIC COMMENT
None at this time.	None
	CORRESPONDENCE
Board reviewed letter from Roscommon County regarding unsold tax foreclosed properties. Motion by Christian, second by DuPuis, to adopt Resolution #2022-12-6, to decline transfer of foreclosed properties. All ayes, Motion carried.	Resolution #2022-12-6 County Unsold Tax Foreclosed Properties
Email from Roscommon County regarding its intent to dissolve the Roscommon Planning Commission was read.	County Planning Commission
	UNFINISHED BUSINESS
Trustee/Ordinance Administrator Christian presented updates on properties that are in the Dangerous Building process. Consensus of Board that public notice of proceeding should be recorded for 3459 Towerhill.	Dangerous Buildings Update
Board reviewed revised Professional Service Agreement with McKenna Associates for Master Plan/ARPA Planning. Trustee/Ordinance Administrator Christian advised the only change was stating Roscommon Township would be paying the ARPA planning portion of the agreement as approved at the last meeting. Motion by Milburn, second by DuPuis, to adopt Resolution #2022-12-6a, to authorize Clerk to execute updated McKenna Master Plan/ARPA Planning Contract as presented. All Board considered setting a date for a Blight Elimination Grant worksession. Consensus of the Board to set the worksession as December 20, 2022 at 9:00 a.m.	Resolution #2022-12-6a McKenna Master Planning Contract
	Bight Elimination Grant Worksession
	NEW BUSINESS
Supervisor read letter of resignation from David Russo Sr. Motion by Christian, second by, DuPuis, to accept the resignation of David Russo Sr. from the Roscommon Township Fire Department effective November 1, 2022 at 11:59 p.m., with the Board's sincere appreciation for this service. All ayes, Motion carried.	Firefighter Resignation David Russo Sr.
Roscommon Township Fire Department Executive Board recommendation for appointment was reviewed. Motion by DuPuis, second by Milburn, to appoint Steven C. Carr to the Roscommon Township Fire Department as a probationary firefighter effective December 6, 2022. All ayes, Motion carried.	Firefighter Appointment Steven C. Carr
Michigan Municipal Underwriters of West MI summary of coverage for liability insurance effective 12/1/2022 was presented to Board.	Municipal Underwriters Liability Insurance
Trustee/Ordinance Administrator Christian advised the Cloudpermit software for ordinance enforcement is now open to the public Township website. Land Use portion will be available soon on the website.	Cloudpermit Software
Supervisor advised Republic Services contract expires March 31, 2023. Board discussed options of staying with Republic or putting it out to bid for other companies. Consensus of the Board to consider what bid specs at the December 20, 2022 Special Meeting.	Solid Waste Contract
Clerk presented Voter Turnout report for the November 8, 2022 General Election. Total turnout was 52.11%.	November 8, 2022 Election Update

Board discussed Otis contract for testing and invoice for additional fuel cost for Otis Elevator. Supervisor will get a bid for Cat 3 testing from McNally Elevator when requesting bid for annual maintenance. Motion by Milburn, second by Christian, to pay bill to Otis in the amount of \$125.00 for additional fuel costs, if required in our contract. All ayes, Motion carried.	Otis Elevator
Release of Restrictive Covenant at 105 Wells and 106 Hubbard was discussed. Motion by Christian, second by Hose, to adopt Resolution #2022-12-6b, to approve the Release of Restrictive Covenant for Lots 12 and 13, BLK 11 HOUGHTON HEIGHTS as presented, and authorize Supervisor to execute. All ayes, Motion carried.	Resolution #2022-12-6b 105 Wells Release of Restrictive Covenant
Board reviewed MI Dept of Treasury correspondence of Procedural Changes for 2023 Assessment Year.	2023 Assessing Updates
Roscommon Township Board of Review appointments were presented. Motion by DuPuis, second by Milburn, to appoint Roberta Chrispell to the Roscommon Township Board of Review for a term beginning January 1, 2023 through January 1, 2025. All ayes, Motion carried.	Chrispell BOR Appointment
Motion by Christian, second by Hose, to appoint Debra Jeske to the Roscommon Township Board of Review for a term beginning January 1, 2023 through January 1, 2025. All ayes, Motion carried.	Jeske BOR Appointment
Motion by Christian, second by Milburn, to appoint Jay Jacobs to the Roscommon Township Board of Review for a term beginning December 6, 2022 through January 1, 2023. All ayes, Motion carried.	Jacobs BOR Appointment
Motion by Randall, second by Hose, to appoint Jay Jacobs to the Roscommon Township Board of Review for a term beginning January 1, 2023 through January 1, 2025. All ayes, Motion carried.	Jacobs BOR Full Term Appointment
Supervisor/Assessor Randall presented 2023 Poverty Exemption Guidelines to the Board. Motion by Hose, second by Christian, to adopt Roscommon Township Resolution #2022-12-6c, 2023 Poverty Exemption Income Guidelines and Asset Test as presented. All ayes, Motion carried.	Resolution #2022-12-6c 2023 Poverty Exemption Guideline Updates
Supervisor requested allowing support staff to attend Michigan Certified Assessing Technician (MCAT) class. Supervisor/Assessor will coordinate with County Equalization to possibly hold the MCAT training at the Roscommon Township hall. Also discussed was the title of Assessor Assistant being referred to as Support Staff until training is complete. Motion by Christian, second by DuPuis, to authorize the Northern Michigan Equalization Directors Association to sponsor a MCAT class at the Roscommon Township Community Hall and authorize attendance for one Support Staff in the amount of \$150.00. All ayes, Motion carried.	Assessing Support Staff and MCAT Training
ANNOUCEMENTS	
Supervisor/Assessor stated December Board of Review is scheduled for Monday, December 12, 2022 at 9:00 a.m. to correct qualified errors and omissions and property exemptions.	BOR
Trustee DuPuis reminded everyone the next regular Township Board meeting is scheduled for January 10, 2022 at 7:00 p.m., the second Tuesday of the month.	January Meeting
PUBLIC COMMENT	
Resident inquired about tax foreclosed property, ARPA funding, RTA, Blight Elimination Grant, and CloudPermit Software.	Grant, etc.
ADJOURN	
Motion by Hose, second by Milburn, to adjourn the meeting at 8:04 p.m. All Ayes, Motion carried.	8:04 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	