

ROSCOMMON TOWNSHIP BOARD REGULAR MEETING MINUTES	
8555 Knapp Road, Houghton Lake, MI 48629	3269
April 4, 2023	
Supervisor Randall called the meeting to order at 7:00 p.m. and resident James Garrett lead the Pledge of Allegiance.	Call to Order
Board Present: Randall-Supervisor, Milburn-Clerk, Hose-Treasurer, DuPuis-Trustee, Christian-Trustee. Absent: None.	Roll Call
	CONSENT AGENDA
Motion by Hose, second by DuPuis, to approve the items on the Consent Agenda with date correction to the 2023/2024 Budget Meeting Minutes and the additional bills as presented. All ayes, Motion carried.	Approved
	CORRESPONDENCE
Board reviewed email from Roscommon County Economic Development regarding an update on First Impressions county-wide assessment program.	First Impressions
Houghton Lake Chamber of Commerce Business Expo sponsorship and booth was discussed by the Board. Motion by Milburn, second by Christian, to authorize Roscommon Township to reserve a booth for the cost of \$50.00 at the Houghton Lake Chamber Business Expo on Wednesday April 26, 2023. All ayes, Motion carried.	Houghton Lake Chamber of Commerce Business Expo
Board reviewed the 2022/2023 fiscal year Township audit engagement letter. Motion by DuPuis, second by Christian, to authorize Clerk to execute engagement letter with Baird Cotter & Bishop P.C. for the 2022/2023 fiscal year audit to begin on Monday May 8, 2023. All ayes, Motion carried.	2022/2023 FY Audit
Board reviewed information from Baird Cotter regarding 2023 ARPA reporting. Motion by Hose, second by Milburn, to authorize Supervisor to execute the Memorandum from Baird Cotter & Bishop P.C. for the American Rescue Plan Act (ARPA) project and expenditure report. All ayes, Motion carried.	2023 ARPA Reporting
Board considered request for Men's League use of ballfields. Motion by Hose, second by DuPuis, to authorize Houghton Lake Men's League use of Dutcher Softball Complex Fields 1 and 2 on Mondays and Wednesdays from May through August for the 2023 season. The annual tournament is allowed on Thursday, April 20 and Friday, April 21, 2023, 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. All ayes, Motion carried.	HL Men's League
EGLE Permit to replace seawall at 1234 Shoreline Drive was reviewed.	EGLE Permit
	UNFINISHED BUSINESS
Correspondence regarding Blight Elimination Grant was presented to the Board. Motion by DuPuis, second by Christian, to adopt Resolution #2023-4-4, to authorize Supervisor to sign the State Land Bank Authority Grant Agreement on behalf of Roscommon Township for blight elimination activities for parcel number 72-011-435-001-0000, commonly known as 3459 Towerhill Road, Houghton Lake, MI 48629. All ayes, Motion carried.	Resolution #2023-4-4 Blight Elimination Grant
Michigan Department of Transportation M-55 lane conversion information was discussed by the Board. Trustee DuPuis stated his concerns were safety of residents crossing by Lakeview Park, having pedestrian path safety, driveway buffer, slowing traffic, and possible traffic light by Lakeview Park. Trustee Christian concern were traffic safety, MDOT putting decision on Township after its safety study. Treasurer Hose concern were holiday traffic and left turn lane. Clerk Milburn agreed with concerns about MDOT putting decision on Township, stated accidents would be reduced and would allow for an extra lane for pedestrians for the winter. Supervisor Randall advised she spoke with business owners and had concerns about too many driveways, trucks with boat trailers and garbage trucks. Supervisor also spoke with Undersheriff who had concerns with road rage and first responders maneuvering around stopped vehicles. Public comment concerns were about people using turn lane to pass, emergency vehicles not having room to pass, safety of pedestrians crossing M-55 and speed motorist drive. DuPuis suggested MDOT conducting another traffic study during the summer or a holiday.	M-55 Lane Conversion Project

Supervisor suggested a smaller area for the lane conversion. Consensus of the Board to meet again with MDOT to discuss other options.	Continued M-55 Lane Conversion
	NEW BUSINESS
Supervisor updated Board on 6585 W. Houghton Lake Drive advising a court date April 20, 2023.	6585 W. Houghton Lake Update
Trustee/Zoning Administrator presented three properties to the Board for consideration as possible dangerous buildings ordinance violators. Motion by DuPuis, second by Milburn, to authorize Roscommon Township Supervisor to submit the following described property for review as possible violation pursuant to the Roscommon Township Dangerous Building Ordinance #73: Parcel number 72-011-523-023-1000, commonly known as 6800 W. Houghton Lake Drive, Houghton Lake, MI 48629, and legally described as Lots 23, 24 and 25, Block 3, South Houghton Heights. All ayes, Motion carried.	Dangerous Building 6800 W. Houghton Lake Drive
Motion by Milburn, second by Hose, to authorize Roscommon Township Supervisor to submit the following described property for review as possible violation pursuant to the Roscommon Township Dangerous Building Ordinance #73: Parcel number 72-011-350-099-1000, commonly known as 6780 W. Houghton Lake Drive, Houghton Lake, MI 48629, and legally described as Lots 99 and 101, Highland Grove. All ayes, Motion carried.	Dangerous Building 6780 W. Houghton Lake Drive
Motion by Milburn, second by DuPuis, to authorize Roscommon Township Supervisor to submit the following described property for review as possible violation pursuant to the Roscommon Township Dangerous Building Ordinance #73: Parcel number 72-011-370-008-0000, assessed with 72-011-214-001-0321, commonly known as 206 Joliet, Houghton Lake, MI 48629, and legally described commencing at the SW corner of Lot 9, Hilltop, Section 14; thence W parallel with Section line 125 feet, more or less, to 1/8 line; thence N on 1/8 line 125 feet; thence E parallel with N section line 125 feet, more or less, to the W line of Lot 7, Hilltop, thence S on W line of Lots 7, 8, & 9, Hilltop, 125 feet for point of beginning. Part of the NE 1/4 of the NE 1/4, Section 14, T22N, R4W and Lots 8 and 9, Hilltop, being assessed with house. All ayes, Motion carried.	Dangerous Building 206 Joliet
MI Department of Licensing Certificate of Compliance for Liquor Control Code was discussed. Treasurer advised she has received in the past and will complete and return.	LCC Certificate of Compliance
MTA Planning and Zoning class flyer was presented to the Board. Motion by DuPuis, second by Hose, to authorize Rob Christian, Roscommon Township Zoning/Ordinance Administrator and Liquor Inspector, to attend the MTA Planning and Zoning Workshop "Breaking to Zoning Code" for an amount not to exceed \$80.00 plus mileage, from budget lines 101-805-860-00 and 101-805-861-00. All ayes, Motion carried.	MTA Planning and Zoning Class
Supervisor advised the Roscommon Township Park Master Plan would need to be updated soon and consideration of what to do with property at Oliver and Grayling. Consensus of Board to set a special meeting to start work on Park Master Plan including what to do with unused township properties.	Park Master Plan Update
Roscommon Township spring park maintenance was considered by the Board. Consensus of the Board to allow maintenance to move forward with items needed for opening of parks including new signs for Lakeview and Sperry Memorial parks, repair Lakeview dock, solar lights, wood chips and beach sand.	Spring Park Maintenance
Proposal for new rope at Lakeview Park was reviewed. Motion by Hose, second by Christian, to authorize purchase of 2 1/2 inch by 100 foot promanila rope for a cost of \$469.06 plus \$74.10 shipping for a total of \$543.16, from budget line item 101-698-777-00. All ayes, Motion carried.	Lakeview Park Rope Replacement
Request to purchase park maintenance equipment was considered by the Board. Motion by DuPuis, second by Christian, to authorize purchase of following lawn equipment; new back pack blower, self-propelled lawn mowers and weed whip, from budget line item 101-698-977-00, for a cost up to \$2,000.00. All ayes, Motion carried.	Park Maintenance Equipment
Roscommon Township Fire Department Executive Board recommendations for two appointments were reviewed. Motion by Christian, second by Milburn, to appoint Aidan C. Pitney to the Roscommon Township Fire Department as probationary firefighter effective April 4, 2023. All ayes, Motion carried.	Firefighter Appointment Aidan C. Pitney

Motion by Christian, second by Randall, to appoint Joshua Turner to the Roscommon Township Fire Department as probationary firefighter effective April 4, 2023. All ayes, Motion carried.	Firefighter Appointment Joshua Turner
Roscommon Township Compost/Recycle Center Easter weekend dates were discussed. Supervisor confirmed the Compost/Recycle Center will be closed on Good Friday and open on Easter Sunday. Treasurer advised Compost/Recycle Center 2023 permits are available. Board discussed price of non resident permits. Board discussed non-resident permit price and it was the consensus keep the price at \$75.00 per vehicle for 2023 season.	Compost/Recycle Center
Computer upgrades was discussed by the Board. Motion by Hose, second by Milburn, to authorize replacement of conference room computer and Supervisor W 10 for a cost of \$2,377.80, from budget line item 101-101-977-00. All ayes, Motion carried.	Computer Upgrades
Clerk shared two quotes to upgrade township phone system and advised both companies would come and do a presentations. Consensus to set a date in May to have companies come to office and presentation information and answer questions.	Phone System Upgrade
Supervisor/Assessor presented 2023 assessing letter with assessing schedule.	Assessing Inspections
Quote from Roscommon County Road Commission for street sign upgrades was discussed. Motion by Milburn, second by Christian, to authorize upgrade to larger signs off of Knapp Road, off of Loxley Road and Federal Avenue for a total of 36 signs and hardware, for a cost of \$2,500.00, from budget line item 101-812-775-00. All ayes, Motion carried.	Street Sign Upgrade
Houghton Lake Ambulance Authority reappointment was presented. Motion by Christian, second by Milburn, to reappoint Terry DuPuis to the Houghton Lake Ambulance Authority for a term to begin April 1, 2023 through December 1, 2024. All ayes, Motion carried.	HL Ambulance Authority DuPuis Reappointment
Board considered a Special Assessment Refund Policy. Motion by Hose, second by Milburn, to approve Roscommon Township Special Assessment Refund Policy, Resolution #2023-4-4a, as presented. All ayes, Motion carried.	Resolution #2023-4-4a Special Assessment Refund Policy
ANNOUCEMENTS	
Clerk advised cemetery spring clean up is underway and asked residents to remove items from lots by the end of April and may replace items the Saturday before Mothers Day.	Cemetery Spring Clean Up
Treasurer stated the Compost/Recycle permits are available at the Township Hall.	Compost/Recycle Permits
PUBLIC COMMENT	
Resident inquired where to pick up new permits for Compost/Recycle Center.	Permits
Resident advised of concern regarding emergency vehicle passage regarding M-55 conversion.	M-55 Lane Conversion
ADJOURN	
Motion by Hose, second by DuPuis, to adjourn the meeting at 8:37 p.m. All Ayes, Motion carried.	8:37 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	

