

ROSCOMMON TOWNSHIP BOARD REGULAR MEETING MINUTES**8555 Knapp Road, Houghton Lake, MI 48629****March 5, 2024**

3280

Supervisor Randall called the meeting to order at 7:00 p.m. and Fire Chief Joe Williams lead the Pledge of Allegiance.

Call to Order

Board Present: Randall-Supervisor, Milburn-Clerk, Hose-Treasurer, Christian-Trustee, Schwach-Trustee. Absent: None

Roll Call

AMENDMENT

Supervisor asked to add asbestos survey, letter of support and compensatory time policy to the Agenda. Motion by Christian, second by Milburn, to add to the March 5, 2024 Agenda as follows: to add under Unfinished Business #1d, Case #2021-02-6585 W Houghton Lake Drive; under New Business #2a-Compensatory Time Policy, and #10-Lake Township Letter of Support for grant. All ayes, Motion carried.

Approved

CONSENT AGENDA

Motion by Hose, second by Schwach, to approve the items on the Consent Agenda with the February 13, 2024 Special Meeting minutes and additional bills. All ayes, Motion carried.

Approved

PUBLIC COMMENT

None at this time.

None

CORRESPONDENCE

Fraternal Order of Eagles' request for Memorial Day Parade permit was presented to the Board. Motion by Milburn, second by Schwach, to authorize Supervisor to proceed with permitting process with MDOT for the 2024 Fraternal Order of Eagles Memorial Day Parade. All ayes, Motion carried.

2024 Memorial Day Parade

Board considered request for Women's Softball League use of ballfields. Motion by Hose, second by Christian, to authorize Houghton Lake Women's Softball League use of Dutcher Softball Complex Fields #1 and #2 on Tuesdays and Thursdays from April through August for the 2024 season. The annual "Cancer Fundraiser" tournament is allowed on Saturday, September 21, 2024 and Sunday, September 22, 2024, 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's. All ayes, Motion carried.

HL Women's Softball League

Board reviewed revised EGLE permit for Consumers Energy to temporarily place access matting and fill to stabilize utility pole in wetland area near Loxley and Federal.

Revised EGLE Permit

UHY Advisors correspondence regarding ARPA reporting and spending deadline was reviewed.

ARPA

MDHHS rep. Ellery Johnson email was presented regarding a Michigan Chemical Exposure Monitoring Project (MichEM) with Michigan Department of Health and Human Services to raise awareness.

MichEM Project

Roscommon County Spongy Moth notice regarding fee to residents to add parcels to treatment area was read. Supervisor also read letter from Liam Zahm of Zahm's Aerial Enterprises regarding services including spongy moth spray.

Spongy Moth

Board shared update from Cherry Capital Connection regarding 2024 construction of broadband expansion to underserved areas.

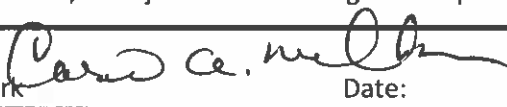
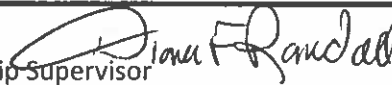
Cherry Capital Connection

UNFINISHED BUSINESS

Dangerous Buildings hearing regarding 818 Federal Avenue commenced. Board reviewed and considered documents including notice, order and photos. Supervisor asked if property owner was present and she was not, however, Dan Drumheiser addressed the Board on behalf of the owner Donna Simonte. Supervisor opened to public comment. Neighboring residents expressed concerns with shotty repair work, blight, mold, electrical issues, roof repair that "flops" around, sewage. Also current tenant addressed board addressing he was never told of the issues prior to entering into agreement with owner and had concerns about issues also. Motion by Milburn, second by Christian, to allow property owner sixty days from March 5, 2024 to complete all repairs on original Order of the hearing officer, requiring permits and building officials inspections. Discussion included providing current tenant copy of hearing decision and required all licensed contractors to make repairs. All ayes, Motion carried.

Dangerous Building Hearing Case #2023-08
818 Federal Avenue

Dangerous Buildings hearing regarding 601 Nicolet Trail commenced. Board reviewed and considered documents including notice, order and photos. Supervisor asked if property owner was present and Matthew Litwaitis addressed the Board and advised that all items had been repaired except back window that is cracked. Motion by Randall, second by Milburn, to allow property owner sixty days from March 5, 2024 to complete all repairs on original order. All ayes, Motion carried.	Dangerous Building Hearing Case #2023-07 601 Nicolet Trail
Dangerous Buildings Case #2022-10, 3459 Towerhill Road demolition and asbestos remediation bid was reviewed. Motion by Christian, second by Schwach, to approve bid from Bierlein Companies. Inc. for the demolition of 3459 Towerhill Road, from budget line item 101-333-959-00. All ayes, Motion carried.	Dangerous Building Case #2022-10 3459 Towerhill Road
Dangerous Buildings Case #2021-02, 6585 W. Houghton Lake Drive regarding asbestos abatement study and bid was discussed. Motion by Christian, second by Milburn, to approve Bierlein Companies, Inc. to perform asbestos abatement for Case #2021-02, 6585 W Houghton Lake Drive in addition to the November 8, 2023 demolition contract. All ayes, Motion carried.	Dangerous Building Case #2021-02 6585 W. Houghton Lake Drive
NEW BUSINESS	
Board considered the proposed 2024/2025 Annual Budget. Motion by Milburn, second by Schwach, to adopt Resolution #2024-3-5, to adopt the Fiscal Year 2024/2025 Roscommon Township Budget by fund as follows: General Fund in the amount of \$1,494,040.00; Road Fund in the amount of \$141,451.00; Fire Operating in the amount of \$735,101.00; Fire Equipment in the amount of \$256,024.00; and Solid Waste/Trash in the amount of \$622,658.50. All ayes, Motion carried.	Resolution #2024-3-5 2024/2025 Annual Budget
Roscommon Township 2024/2025 payroll was considered by the Board. There was discussion regarding increase for Deputy Clerk hourly pay rate and increase for minute preparation. Motion by Milburn, second by Christian, to adopt Resolution #2024-3-5a, Township Payroll for Fiscal Year 2024/2025 as presented with the following changes: Deputy Clerk hourly pay increase of 7.5 percent from previous year and minute preparation for Deputy Clerk and Land Use Administrator from \$30.00 to \$50.00 per meeting. All ayes, Motion carried.	Resolution #2024-3-5a 2024/2025 Township Payroll
Clerk presented Compensatory Time Policy for appointed or deputy employee to the Board. Motion by Hose, second by Christian, to approve the Compensatory Time Policy as presented. All ayes, Motion carried.	Compensatory Time Policy
Cemetery Maintenance/Caretaker Services Contract was presented to the Board. Clerk advised there are increases to burial fees. Motion by Christian, second by Schwach, to authorize Clerk to contract for cemetery maintenance with Kevin Koscielecki for an amount not to exceed \$15,000.00 and following rate changes: full burial-summer from \$400.00 to \$450.00; cremains burial-summer from \$100.00 to \$150.00; full burial-winter from \$500.00 to \$600.00, and cremains burial-winter from \$150.00 to \$200.00. All ayes, Motion carried.	Cemetery Maintenance/Caretaker Services Contract
Information regarding the opt out 80/20 contribution plan for 2024/2025 regarding health insurance was presented to the Board. Motion by Hose, second by Schwach, to adopt Resolution #2024-3-5b, Annual Exemption Option as set forth in 2011 Public Act 152, the Publicly Funded Health Insurance Contribution Act as presented. All ayes, Motion carried.	Resolution #2024-3-5b Opt Out 80/20 Health Insurance Contribution
Roscommon County Equalization Department Cost for Services for the 2024/2025 was presented to the Board. Motion by Milburn, second by Hose, to adopt Resolution #2024-3-5c, to authorize Supervisor to contract with Roscommon County Equalization for the 2024/2025 year for Option A: Full Service-Assessment, Tax and Clerk for \$1.15 per parcel and 0.63¢ parcel postage per mailing. All ayes, Motion carried.	Resolution #2024-3-5c Roscommon County Equalization 2024/2025 Contract for Services
Roscommon Township Zoning Board of Appeals appointments were discussed. Motion by Randall, second by Schwach, to remove David Andre as representative for Roscommon Township Planning Commission member on the Zoning Board of Appeals effective March 5, 2024. All ayes, Motion carried.	ZBA Member
Motion by Milburn, second by Schwach, to appoint Melinda Hines as representative for Roscommon Township Planning Commission member to the ZBA for a term to begin March 5, 2024 through March 5, 2027. All ayes, Motion carried.	Hines ZBA Appointment
Motion by Milburn, second by Christian, to reappoint Steve Lamb to the Roscommon Township ZBA for a term to begin April 7, 2024 through April 7, 2026. All ayes, Motion carried.	Lamb ZBA Reappointment

Motion by Christian, second by Milburn, to reappoint Kevin Nagel to the Roscommon Township ZBA for a term to begin April 7, 2024 through April 7, 2026. All ayes, Motion carried.	Nagel ZBA Reappointment
Roscommon Township Fire Department Executive Board recommendations for two new firefighters were reviewed. Motion by Hose, second by Schwach, to appoint Bryan A. Harden as a probationary firefighter to the Roscommon Township Fire Department effective March 5, 2024. All ayes, Motion carried.	Firefighter Appointment Bryan A. Harden
Motion by Schwach, second by Christian, to appoint Calvin H. Caster as a probationary firefighter to the Roscommon Township Fire Department effective March 5, 2024. All ayes, Motion carried.	Firefighter Appointment Calvin H. Caster
Information from the Roscommon County Delegated Authority regarding the formation of an advisory board for County's Houghton Lake Special Assessment District was presented to the Board. Consensus of the Board to table the matter for further research.	Roscommon County SAD Advisory Board
Board considered special meeting date for any amendments to the 2023/2024 budget and ARPA funds. Consensus of the Board to schedule March special meeting at a later date.	23/24 Budget Amendments and ARPA Funds Special Meeting
Letter of Support for Lake Township grant application for new park was presented to the Board. Motion by Milburn, second by Christian, to approve the Lake Township, Roscommon County, Grant Letter of Support, as presented. All ayes, Motion carried.	Lake Township Letter of Support
ANNOUNCEMENTS	
Supervisor/Assessor advised March Board of Review will be held Monday, March 11, 2024 from 2:00p.m. to 9:00 p.m. and Tuesday, March 12, 2024 from 9:00a.m. to 4:00 p.m. BOR will accept letters and faxes from residents until 3:00 p.m. on Tuesday, March 12, 2024. Veterans' exemptions are now handled by Assessor and no longer go to the BOR.	March Board of Review and Veterans' Exemptions
Clerk advised Roscommon County Veterans Affairs Lunch and Learn will be held Thursday, March 14, 2024 from 10:00 a.m. to 12:00 p.m. at Roscommon Township Community Hall. Presidential Primary Election Day was complete with 1,081 voter casting votes.	Veterans Lunch and Learn and Presidential Primary Election
Treasurer stated past due tax payments are no longer accepted at the Township and that she will be settling with the County on Wednesday, March 6, 2024.	Taxes
PUBLIC COMMENT	
None at this time.	None
ADJOURN	
Motion by Hose, second by Christian, to adjourn the meeting at 8:28 p.m. All ayes, Motion carried.	8:28 PM
Carie A. Milburn, Township Clerk  Date: 4/4/24	
Diane F. Randall, Township Supervisor  Date: 4/9-24	Minutes prepared by Deputy Clerk Stogiera
THESE MINUTES ARE SUBJECT TO APPROVAL AT THE NEXT REGULAR MEETING OF THE ROSCOMMON TOWNSHIP BOARD	

10/1/14