

ROSCOMMON TOWNSHIP BOARD REGULAR MEETING MINUTES	
8555 Knapp Road, Houghton Lake, MI 48629	3304
March 3, 2026	
Supervisor Randall called the meeting to order at 7:00 p.m. and Trustee Schwach lead the Pledge of Allegiance.	Call to Order
Board Present: Randall-Supervisor, Milburn-Clerk, Hose-Treasurer, Pickard-Trustee, Schwach-Trustee. Absent: None	Roll Call
	AMEND AGENDA
Supervisor requested a change in the order of the Agenda. Motion by Milburn, second by Schwach, to move Agenda items Roscommon Township Fire Department 1a, b, and c from New Business to the beginning of the meeting prior to Public Comment. All ayes, Motion carried.	Approved
	FIRE DEPARTMENT
Supervisor ask Joesph Williams to join her at the podium and read the Certificate of Distinguished Service and the Tribute from State Representative Ken Borton. Motion by Milburn, second by Pickard to appoint Joseph H. Williams as Roscommon Township Fire Department Fire Chief Emeritus effective March 3, 2026. All yes, Motion carried.	Fire Chief Emeritus
Board considered Fire Executive board recommendations for appointments to officer positions. Motion by Schwach, second by Pickard, to appoint Jacob Linton as Roscommon Township Fire Department Assistant Fire Chief effective March 1, 2026. All ayes, Motion carried.	Assistant Fire Chief
Motion by Milburn, second by Pickard, to appoint Riley Davis as Roscommon Township Fire Department Captain effective March 1, 2026. All ayes, Motion carried.	Captain
	PUBLIC COMMENT
None at this time.	None
	CONSENT AGENDA
Motion by Hose, second by Pickard, to approve the items on the Consent Agenda with the additional bills as presented. All ayes, Motion carried.	Approved
	CORRESPONDENCE
Fraternal Order of Eagles' request for Memorial Day Parade permit was presented to the Board. Motion by Schwach, second by Milburn, to authorize Supervisor to proceed with permitting process with MDOT for the 2026 Fraternal Order of Eagles Memorial Day Parade. All ayes, Motion carried.	2026 Memorial Day Parade
Letter from Roscommon County Spongy Moth Department regarding determination that no Spongy Moth treatments would occur in Spring 2026 was read.	Roscommon County Spongy Moth Dept.
	UNFINISHED BUSINESS
Transmittal of Order to Raze and Request for Enforcement of Order was presented to Board. Motion by Schwach, second by Pickard, to schedule hearing before the Roscommon Township Board on April 7, 2026 at 7:00 p.m. and give notice to the owner of 214 Collingwood (Case 2025-17) as per said ordinance and statutes of the State of Michigan. All ayes, Motion carried.	Dangerous Building 214 Collingwood
Supervisor advised there were two sealed bids received for 818 Federal under the Dangerous Building Demolition Project. Bids were opened and reviewed. Motion by Milburn, second by Schwach, to contract with Creative Decors in the amount of \$15,220.00 for Project ID 2026 Demolition of 818 Federal, Houghton Lake, MI 48629. All yes, Motion carried.	Dangerous Building 818 Federal
	NEW BUSINESS
Board review Fire Department request to open commercial credit account with O'Reilly Auto Parts. Motion by Pickard, second by Schwach, to authorize clerk to open monthly pay account at O'Reilly Auto Store #4621. All ayes, Motion carried.	O'Reilly Auto Parts
Wes Brown from Allpro Technology presented information to Board for Service Agreement for IT services. Board asked questions and took the information under review for future meeting.	Allpro Technology
Board considered quote from EPS for panel upgrade. Motion by Hose, second by Schwach, to authorize the security panel upgrade with EPS for a cost not to exceed \$1,711.00 and an additional	EPS Panel Upgrade
Board considered the proposed 2026/2027 Annual Budget. Motion by Pickard, second by Milburn, to adopt Resolution #2026-3-3, to adopt the Fiscal Year 2026/2027 Roscommon Township Budget by fund as follows: General Fund in the amount of \$1,067,107.81; Road Fund in the amount of \$169,208.00; Fire Operating in the amount of \$726,285.00; Fire Equipment in the amount of \$373,571.00; and Solid Waste/Trash in the amount of \$621,706.00. All ayes, Motion carried.	Resolution #2026-3-3 2026/2027 Annual Budget

Roscommon Township 2026/2027 payroll was considered by the Board. Motion by Hose, second by Pickard, to adopt Resolution #2026-3-3a, Township Payroll for Fiscal Year 2026/2027, as presented. All ayes, Motion carried.	Resolution #2026-3-3a 2026/2027 Township Payroll
Special meeting for 2025-2026 budget amendments was scheduled for Thursday, March 12, 2026 at 3:15 p.m.	Special Meeting Scheduled
Cemetery Maintenance/Caretaker Services Contract was presented to the Board. Clerk advised sexton kept rates the same as past few previous seasons. Motion by Milburn, second by Pickard, to authorize Clerk to contract for cemetery maintenance with Kevin Koscielecki for an amount not to exceed \$15,000.00. All ayes, Motion carried.	Cemetery Maintenance/Caretaker Services Contract
Information regarding the opt out 80/20 contribution plan for 2026/2027 regarding health insurance was presented to the Board. Motion by Hose, second by Pickard, to adopt Resolution #2026-3-3b, 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 #2026-3-3b Opt Out 80/20 Health Insurance Contribution
Roscommon County Equalization Department Cost for Services for 2026/2027 was presented to the Board. Motion by Hose, second by Schwach, to adopt Resolution #2026-3-3c, to authorize Supervisor to contract with Roscommon County Equalization for the 2026/2027 year for Option A: Full Service-Assessment, Tax and Clerk for \$1.15 per parcel and 0.74¢ parcel postage per mailing. All ayes, Motion carried.	Resolution #2026-3-3c Roscommon County Equalization 2026/2027 Contract for Services
FEMA Notice for COO meeting was shared with Board.	FEMA Notice
Zoning Board of Appeals appointment was considered by the Board. Motion by Milburn, second by Pickard, to appoint Joe Williams to the Roscommon Township Zoning Board of Appeals for a term to begin April 7, 2026 through April 7, 2028. All ayes, Motion carried.	Williams ZBA Appointment
Zoning Board of Appeals appointment was considered by the Board. Motion by Pickard, second by Schwach, to appoint Kevin Nagel to the Roscommon Township Zoning Board of Appeals for a term to begin March 3, 2026 through March 6, 2029. All ayes, Motion carried.	Nagel ZBA Appointment
Zoning Board of Appeals appointment was considered by the Board. Motion by Hose, second by Milburn, to appoint Steve Lamb to the Roscommon Township Zoning Board of Appeals as the Roscommon Township Planning Commission member for a term to begin March 3, 2026 through January 14, 2028. All ayes, Motion carried.	Lamb ZBA Appointment
Zoning Board of Appeals appointment was considered by the Board. Motion by Randall, second by Milburn, to appoint Paul Marvin to the Roscommon Township Zoning Board of Appeals for a term to begin March 3, 2026 through March 6, 2029. All ayes, Motion carried.	Marvin ZBA Appointment
Board considered an amendment to Blight Ordinance #35 to insert language for unreasonable glare and lighting. Motion by Hose, second by Randall, to adopt Resolution 2026-3-3d Roscommon Township, Roscommon County Amendment to Blight Ordinance- Ordinance No. 87, as presented. During discussion Pickard, Board's Planning Commission member, presented amendment and there was further board discussion on reasonable people's expectations, questions on mediations, mixed residential and commercial areas, concern of creating complaints, balancing new regulations affecting all property owners with amount of real data/complaints, standards for measuring lights, cost, property rights and security, and concern regarding very strong lighting directed at neighbors. Milburn-no, Hose-no, Schwach-no, Randall-no, Pickard-yes, Motion failed.	Blight Ordinance Amendment Regarding Lightning
Randall suggested letting the light nuisance go back to the Planning Commission to address questions. Motion by Schwach, second by Pickard, to send light nuisance matter back to Planning Commission. Randall-yes, Hose-yes, Milburn-no, Schwach-yes, Pickard-yes, Motion carried.	Planning Commission Light Ordinance
Board reviewed 2026-2027 Early Voting Plan. Motion by Schwach, second by Pickard, to approve Roscommon Township 2026-2027 Early Voting Plan, as presented. All ayes, Motion carried.	Early Voting Plan
ANNOUNCEMENTS	
Supervisor/Assessor advised March Board of Review will be held Monday, March 9, 2026 from 2:00 p.m. to 9:00 p.m. and Tuesday, March 10, 2026 from 9:00 a.m. to 4:00 p.m. The Board of Review will accept letters and faxes from residents until March 10, 2026 at 3:00 p.m.	March Board of Review
Treasurer advised 2025 Winter taxes are no longer accepted at the township. Now must be paid at the to the County Treasurer.	Winter Taxes

	PUBLIC COMMENT
None at this time.	None
	ADJOURN
Motion by Randall, second by Hose, to adjourn the meeting at 8:20 p.m. All ayes, Motion carried.	8:20 PM
Carie A. Milburn, Township Clerk Date:	
Diane F. Randall, Township Supervisor Date:	Minutes prepared by Clerk Milburn
THESE MINUTES ARE SUBJECT TO APPROVAL AT THE NEXT REGULAR MEETING OF THE ROSCOMMON TOWNSHIP BOARD	

