



Village of Roscommon

REGULAR MEETING AGENDA
April 8, 2013

1. Call to Order, Roll Call of Council, Pledge of Allegiance and Invocation
2. Sheriff's Report
3. Approval of Consent Agenda:
Approve the Minutes of March 25, 2013 Regular Meeting
Approve the Bills to be Paid
Accept the Zoning Administrator's Report
Accept the DPW Director's Report
4. Approval of Regular Agenda
5. Brief Public Comment on Regular Agenda Items (Two minutes per speaker)
6. Manager's Report
7. Committee Reports:
Library Board
Cemetery Board
Recreation Committee
Recreation Authority
Downtown Development Authority
8. Unfinished Business:
Matt's Sewer
9. New Business:
Lift Station Maintenance Agreement
Budget Amendments
10. Public Acknowledgement (Two minutes per speaker)
11. Council Comments
12. Items for the Next Agenda
13. **Approve Closed Session Minutes**
14. Adjournment

VILLAGE OF ROSCOMMON
Minutes of the March 25, 2013 Regular Council Meeting

President Erine Adams called the meeting to order at 7:00 PM. Members of the Council present: Diane Lippert, Linda Mesler, Jesse Carlson, Erine Adams, Bruce Yannatta, Marc McKee and Mark Larsen. Also present: Marc McKee, Jr., Trent Mulder, Krista Tacey-Cater, John Hartman, Sue Hartman, Julia Kaake, Tim Neumann, Sue Jock, Dan Fishel, Kathy Pardo-Carlson and Dawn Dodge. The Pledge of Allegiance was recited and an Invocation given by Manager Lowe.

CONSENT AGENDA

Moved by McKee, seconded by Mesler, to approve the Consent Agenda, including bills to be paid, in the amount of \$67,662.33. Ayes: Yannatta, Carlson, Lippert, Adams, Mesler, McKee and Larsen. Nays: None. The motion carried.

PUBLIC HEARING FOR HILLTOP PATHWAY

The President opened the public hearing at 7:03 PM.
The President closed the public hearing at 7:05 PM.

PUBLIC HEARING FOR COMMUNITY GARDEN

The President opened the public hearing at 7:05 PM.
Public comments heard from Sue Jock, Diane Lippert and Bruce Yannatta.
The President closed the public hearing at 7:11 PM.

PRESENTATIONS

MRWA Water Tasting Award

Tim Neumann presented the council with the water award.

2012 Village Audit Report

Trent Mulder from Baird, Cotter & Bishop gave the audit report and answered questions.

BRIEF PUBLIC COMMENT ON REGULAR AGENDA ITEMS

None.

REGULAR AGENDA

President Adams added Community Garden to New Business.
Moved by McKee, seconded by Lippert, to accept the Regular Agenda with the addition. All in favor. Hearing no objections, the motion carried.

MANAGER'S REPORT

The Manager gave his report.

COMMITTEE REPORTS

Recreation Committee: Trustee Yannatta thanked the Recreation Committee members for all of their work.

RMRA: Sue Jock reported on the last meeting held. The next meeting will be April 17 at 7 PM at the CRAF Center.

DDA: President Adams gave a report on the last DDA meeting.

UNFINISHED BUSINESS

-Matt's Sewer

Manager Lowe spoke with Rich Jaskowski but had not received anything back prior to the meeting. Tabled.

-Spring Cleanup

Tabled.

-Roscommon Ireland Gathering

Manager Lowe is still looking for gift ideas.

-Sewer Inspection Proposal

Moved by Yannatta, seconded by McKee, to accept the bid from PCS Company for inspection of our sewer system in the amount of \$77,804.50. Ayes: McKee, Larsen, Yannatta, Mesler, Carlson, Adams and Lippert. Nays: None. The motion carried.

NEW BUSINESS

-Approve MDNRTF Grant Application Resolution

Moved by Lippert, seconded by Yannatta, to adopt the Resolution approving the 2013 MDNR Natural Resources Trust Fund Grant Application. Ayes: McKee, Lippert, Yannatta, Adams, Larsen, Carlson and Mesler. Nays: None. The motion carried.

-Approve Trail Master Planning Grant Application

Moved by Lippert, seconded by Yannatta, to approve the application for the Trail Master Planning Grant Application through the Central Michigan Health Department. Ayes: Larsen, Carlson, Mesler, Adams, Lippert, Yannatta and McKee. Nays: None. The motion carried.

-Approve 2013-2022 Capital Improvement Plan

Moved by McKee, seconded by Mesler, to approve the 2013-2022 Capital Improvement Plan. Ayes: Carlson, Lippert, Larsen, Adams, McKee, Mesler and Yannatta. Nays: None. The motion carried.

-Approve RMRA Grant Application

Moved by Lippert, seconded by Yannatta, to adopt the Resolution approving the RMRA Recreation Passport Grant Application. Ayes: Mesler, Carlson, McKee, Yannatta, Larsen, Lippert and Adams. Nays: None. The motion carried.

-Water Service Disconnection

Moved by Yannatta, seconded by McKee, to permanently disconnect the water and sewer service at 210 N. Fifth Street as requested by the owner. Ayes: Lippert, Mesler, Carlson, Adams, Yannatta, McKee and Larsen. Nays: None. The motion carried.

-Colonial Water Bill

Moved by McKee, seconded by Mesler, to permanently disconnect the water and sewer service at the Colonial Hotel. Ayes: Yannatta, Carlson, Lippert, Adams, Mesler, McKee and Larsen. Nays: None. The motion carried.

Moved by Carlson, seconded by Mesler, to waive the final water bill for the Colonial Building. Ayes: Carlson. Nays: Adams, Larsen, Mesler, Lippert, Yannatta and McKee. The motion failed.

-Community Garden

The Village President would like to submit a grant and is asking for the Council's support.

Moved by Larsen, seconded by Yannatta, to authorize the Village President to submit a grant to Dow Corporation for a community garden. All in favor. Hearing no objections, the motion carried.

PUBLIC ACKNOWLEDGEMENT

Sue Jock: Commented on the Community Garden grant.

Dan Fishel: Commented on the community garden. Commented on the M-18 Property and that council needs to realize how big an acre is.

COUNCIL COMMENTS

Diane Lippert: Commented on the water award. Thanked everyone on the Recreation Committee.

Bruce Yannatta: Gave updates on upcoming fundraisers for Nathan Compo.

Erine Adams: Thanked everyone for the support for the Community Garden Grant.

ITEMS FOR THE NEXT AGENDA

The Manager has the list.

Moved by McKee, seconded by Lippert, to adjourn the meeting at 8:40 PM. All in favor. Hearing no objections, the motion carried.

Erine Adams
Village President

Dawn Dodge
Village Clerk

VILLAGE OF ROSCOMMON

David Doll
Village of Roscommon Zoning Administrator
03/07/13 – 03/31/13

03/07/13 Received email from Beth, Bloomers.
Cliff Moren, questions on 134 Pinecrest.



W.W. Williams
Consider It Done.

SERVICE AGREEMENT - GENERATOR

W.W. Williams
715 South Outer Drive
Saginaw, MI 48601
Ron Schaefer
Genset Service Sales
rschaefer@wwwilliams.com

DATE: April 3, 2013 AGREEMENT NUMBER: RS 040313
VALID FOR 30 DAYS FROM ISSUANCE

Agreement for Preventative Maintenance and Operational Inspection Services for Emergency Power Equipment

Owner/Bill To: Village of Roscommon
Contact: Mr. Allen Lowe
Address: 214 S Main St
Roscommon, MI 48653
Customer # 951959
Telephone No: (989) 275-8222 Fax No: (989) 275-3201
Email: _____

Additional Service:	
Oil Analysis	INCLUDED
Coolant Analysis	INCLUDED
2-Hour Load Bank Test (NFPA110 Required annually for diesel units with monthly loads under 30% of capacity)	\$
4-Hour Load Bank Test (NFPA110 Required every 3 years for all generators)	\$
	\$
	\$

AGREEMENT TOTAL	
Preventative Maintenance	\$ 1172.00*
Operational Inspection Service	\$ 460.00*
Additional Services Total	\$ *
TOTAL	\$ 1632.00**

*See agreement summary
** Total does not include tax

TO ACCEPT THIS QUOTATION: (1) REVIEW THE TERMS AND CONDITIONS AND SIGN BELOW, (2) RETURN ONE COPY WITH ORIGINAL SIGNATURE TO: Ron Schaefer - W.W. Williams - 715 South Outer Drive, Saginaw, MI 44425

For and in consideration of the payment of all amounts due under this Service Quotation/Agreement, W.W. Williams agrees to provide services for the equipment, as set forth above, for an initial term of 1 year(s), commencing upon acceptance. The attached listing which sets forth in detail the services to be performed during a Preventative Maintenance and/or an Operation Inspection Service, as well as the attached Terms and Conditions are a part of this Agreement.

PRE PAID ___ YEARS INVOICE AT TIME OF SERVICE (With Approved Credit) COD

Purchase Order: _____

Accepted by:	Submitted by:	Ron Schaefer
Firm Name: <u>Village of Roscommon</u>	Firm Name:	<u>W. W. Williams</u>
Title:	Title:	<u>Genset Service Sales</u>
Date:	Date:	
Signature:	Signature:	



W.W. Williams
Consider It Done.

AGREEMENT SUMMARY

Agreement#: W100

Customer: Village of Roscommon

Date: April 3, 2013

Location	Unit ID	# of PM's/ Agreement	Amount/PM	# of OIS/ Agreement	Amount/ OIS	Additional Services	Additional Services Amount	Total
Lift station	1	1	\$ 425.00	1	\$ 160.00		\$	\$ 585.00
WWTP/trailer	2	1	\$ 425.00	1	\$ 160.00		\$	\$ 585.00
WWTP Kohler	3	1	\$ 322.00	1	\$ 140.00		\$	\$ 462.00
	4		\$		\$		\$	\$
	5		\$		\$		\$	\$
	6		\$		\$		\$	\$
	7		\$		\$		\$	\$
	8		\$		\$		\$	\$
	9		\$		\$		\$	\$
	10		\$		\$		\$	\$
	11		\$		\$		\$	\$
	12		\$		\$		\$	\$
							Total Agreement	\$

EQUIPMENT INFORMATION

Emergency Generator Set		Unit ID:	<u>1 wwtp/trailer</u>
Manufacturer:	<u>Cummins/Kohler</u>	KW:	<u>100</u> Voltage: _____
Model:	_____	Spec No:	_____ Serial No: _____
Emergency Generator Set		Unit ID:	<u>2 wwtp</u>
Manufacturer:	<u>John Deere/Kohler</u>	KW:	<u>150</u> Voltage: _____
Model:	_____	Spec No:	_____ Serial No: _____
Emergency Generator Set		Unit ID:	<u>3 lift station</u>
Manufacturer:	<u>Ford / Onan</u>	KW:	<u>35</u> Voltage: _____
Model:	_____	Spec No:	_____ Serial No: _____
Emergency Generator Set		Unit ID:	<u>4</u>
Manufacturer:	_____	KW:	_____ Voltage: _____
Model:	_____	Spec No:	_____ Serial No: _____
Emergency Generator Set		Unit ID:	<u>5</u>
Manufacturer:	_____	KW:	_____ Voltage: _____
Model:	_____	Spec No:	_____ Serial No: _____
Emergency Generator Set		Unit ID:	<u>6</u>
Manufacturer:	_____	KW:	_____ Voltage: _____
Model:	_____	Spec No:	_____ Serial No: _____
Emergency Generator Set		Unit ID:	<u>7</u>
Manufacturer:	_____	KW:	_____ Voltage: _____
Model:	_____	Spec No:	_____ Serial No: _____
Emergency Generator Set		Unit ID:	<u>8</u>
Manufacturer:	_____	KW:	_____ Voltage: _____
Model:	_____	Spec No:	_____ Serial No: _____
Emergency Generator Set		Unit ID:	<u>9</u>
Manufacturer:	_____	KW:	_____ Voltage: _____
Model:	_____	Spec No:	_____ Serial No: _____
Emergency Generator Set		Unit ID:	<u>10</u>
Manufacturer:	_____	KW:	_____ Voltage: _____
Model:	_____	Spec No:	_____ Serial No: _____
Emergency Generator Set		Unit ID:	<u>11</u>
Manufacturer:	_____	KW:	_____ Voltage: _____
Model:	_____	Spec No:	_____ Serial No: _____
Emergency Generator Set		Unit ID:	<u>12</u>
Manufacturer:	_____	KW:	_____ Voltage: _____
Model:	_____	Spec No:	_____ Serial No: _____

BUDGET AMENDMENTS

These are all expenditures that you have approved, but were not included in the 2013 budget. You need to increase the expenditures in these two funds to pay for them.

MAJOR STREETS

Increase Expenditures from \$60,100.00 to \$65,600.00

- \$720.00 to Twin Oaks for extra downtown snow removal. This bill was approved at the last meeting.
- \$3,497.69 to the Roscommon County Road Commission for downtown snow removal. This was also approved at the last meeting.
- \$1,250.00 to Gosling Czubak to write the application for the Hilltop Pathway grant. (The remaining \$1,250.00 of this contract can be paid out of the contingency line item in the general fund. That budget does not have to be increased.)

SEWER FUND

Increase Expenditures from \$296,900.00 to \$391,700.00

- \$2,760.00 to Sandy Bornholdt for the sewer backup on Main Street sewer.
- \$5,230.00 to Gosling Czubak for the Administration of the Sewer Inspection contract.
- \$77,804.00 to PCS for Sewer Inspection contract.
- \$8,995.00 to Windemueller to rewire the controls at the main lift station. (This project was approved in 2012 and the money was added to the budget, but the repairs were not completed until 2013. The funds were not spend last year.)

Northern Michigan Municipalities

(Within 100 miles, less than 2000 population)

<u>Name</u>	<u>Organized</u>	<u>Pop</u>	<u>Mgr</u>	<u>Miles</u>	<u>Meetings</u>	<u>Employees</u>
Grayling	HRC	1952	M	15	2	23
Lake City	HRC	923	M	43	1	6
Rose City	HRC	721		45	2	4
Mancelona	GLV	1408		46	1	4
Sterling	HRV	533		49	1	1
Prescott	HRV	286		51	1	0
Vanderbilt	GLV	587	M	51	1	1
McBain	HRC	584		52	1	2
Beaverton	HRC	1106	M	52	1	9
Fife Lake	GLV	466		53	1	1
Standish	HRC	1581	M	55	1	14
Bellaire	GLV	1164		58	2	10
Wolverine	GLV	359		61	1	0
Boyne Falls	GLV	370		62	1	1
Kingsley	GLV	1469	M	62	1	6
Pinconning	HRC	1386	M	63	1	8
Farwell	GLV	855		65	1	5
Manton	HRC	1221		65	1	9
Marion	GLV	836		66	1	5
Rosebush	HRV	379		68	1	1
Hillman	GLV	685	M	68	2	4
AuGres	HRC	1028	M	69	1	9
Coleman	HRC	1296		69	1	8
Buckley	GLV	550		74	1	0
Central Lake	GLV	990		74	1	5
Ellsworth	HRV	483		76	1	3
Sanford	HRV	943		77	1	0
Lincoln	GLV	364		78	1	0
Ewart	HRC	1738	M	80	2	21
Harrisville	HRC	514		81	1	3
Mesick	GLV	447		82	1	2
Whittemore	HRC	476		83	1	2
Shepherd	GLV	1515		83	2	6
Luther	GLV	339		84	1	0
Barryton	GLV	381		85	1	1
Onaway	HRC	993	M	89	1	6
Millersburg	GLV	263		99	1	0
Roscommon	GLV	1133	M		2	5