

VILLAGE OF ROSCOMMON
REGULAR MEETING AGENDA
October 8, 2012

1. Call to Order, Roll Call of Council, Pledge of Allegiance and Invocation
2. Approval of Regular Agenda
3. Brief Public Comment on Regular Agenda Items (Two minutes per speaker)
4. Approval of Consent Agenda:
 - Minutes of September 24, 2012 Regular Meeting
 - Bills to be paid and Checks written since last meeting
 - Reports: Zoning Administrator, DPW
5. Sheriff's Report
6. Manager's Report
7. Committee Reports:
 - Library Board, Cemetery Board, Recreation Committee, RMRA, DDA
8. Unfinished Business:
 - Approval of 2013-2017 Recreation Plan**
 - Village Property Use Policy**
9. New Business:
 - Appoint Temporary Liquor Inspector**
 - Sign Permit Appeal**
10. Public Acknowledgement (Two minutes per speaker)
11. Council Comments
12. Budget Overview Part 2
13. Items for the next agenda
14. Adjournment

VILLAGE OF ROSCOMMON
Minutes of the September 24, 2012 Regular Council Meeting

President Erine Adams called the meeting to order at 7:00 PM. Members of the Council present: Jesse Carlson, Erine Adams, Bruce Yannatta, Jon Suvada, Diane Lippert, Marc McKee and Linda Mesler. Others present were: Larry Paxton, Krista Tacey-Cater, Jim Anderson, Elizabeth McDaniels, Chris Fishell and Dawn Dodge. The Pledge of Allegiance was recited and an Invocation given by Allen Lowe.

REGULAR AGENDA

President Adams informed the Council that the Budget Overview Part 2 will be tabled until the next meeting.

Moved by Carlson, seconded by McKee, to accept the Regular Agenda. All in favor. Hearing no objections, the motion carried.

PUBLIC COMMENT ON REGULAR AGENDA ITEMS

None.

CONSENT AGENDA

Moved by McKee, seconded by Suvada, to accept the consent agenda with bills to be paid in the amount of \$37,700.36, as presented. Ayes: Adams, Mesler, Suvada, Yannatta, Lippert, Carlson and McKee. Nays: None. The motion carried.

MANAGER'S REPORT

The Manager gave his report.

COMMITTEE REPORTS

Trustee Yannatta gave a report on the Recreation Committee.
President Adams gave a report on the DDA meeting.

UNFINISHED BUSINESS

-Capital Improvements Plan Proposal

Tim Roache spoke regarding the Capital Improvements Plan.

Moved by Suvada, seconded by McKee, to accept the proposal from Gosling-Czubak for development of an Infrastructure Capital Improvements Plan in the amount of \$6,900. Ayes: McKee, Lippert, Carlson, Suvada, Mesler, Adams and Yannatta. Nays: None. The motion carried.

-Fall Sidewalk Project

The DDA will pay for the sidewalks that are inside the DDA District. The Village needs to commit to their part.

Moved by Lippert, seconded by Mesler, to accept the bid from Porath for the sidewalk project committing up to \$15,000 for the Village portion and giving the Village President and Village Manager the authority to determine the scope of work. Ayes: Adams, Mesler, Suvada, Yannatta, Lippert, Carlson and McKee. Nays: None. The motion carried.

-MML Conference

Trustee Carlson and Trustee McKee will be attending the conference all three days.

-Downtown Sidewalk Clearing

Moved by Suvada, seconded by McKee, for the Village to advertise a three year contract for downtown sidewalk clearing, with the DDA making any changes to the scope of work with bids to be advertised in the Houghton Lake Resorter, The Voice and the Roscommon Weekly. Ayes: McKee, Lippert, Carlson, Suvada, Mesler, Adams and Yannatta. Nays: None. The motion carried.

-Sidewalk Committee

Manager Lowe would like the Recreation Committee to take on the sidewalks. Tom O'Brien, DDA member, has volunteered to be on the sidewalk committee.

Moved by Lippert, seconded by Yannatta, to appoint Tom O'Brien to the Recreation Committee. All in favor. Hearing no objections, the motion carried.

NEW BUSINESS

-Wallace Park

Trustee McKee requested this item be placed on the agenda. He has concerns regarding the seawall. Manager Lowe will be looking for grants. He would like to table the other issue he wanted to bring up regarding Wallace Park.

-Use of Village Property Policy

Larry Paxton requested the Village's permission to hunt at the sewer lagoons. No motion was made. The council requested Manager Lowe to draft a policy regarding use of village property.

-Manager's PTO

Moved by McKee, seconded by Mesler, to amend the current village manager's contract to allow the accumulation of 80 hours of PTO rather than 40. All in favor. Hearing no objections, the motion carried.

PUBLIC ACKNOWLEDGEMENT

Larry Paxton: Spoke of his running for Roscommon County Drain Commissioner.

COUNCIL COMMENTS

Trustee Suvada: Questioned the billboard sign on M-18.

Trustee Mesler: Questioned the letter from Dave Doll to Brian Quinlan in the correspondence folder.

Trustee Yannatta: Buy locally.

President Adams: Thanked everyone for coming.

Trustee McKee: Glad to be here.

ITEMS FOR THE NEXT AGENDA

Manager has the list.

Moved by Carlson, seconded by McKee, to adjourn the meeting at 8:20 PM. All in favor. Hearing no objections, the motion carried.



~ Working For a Brighter Future ~

Village of Roscommon

214 South Main Street • P.O. Box 236 • Roscommon, Michigan 48653

Telephone (989) 275-5743 • Fax (989) 275-5998

www.roscommonvillage.com

October 04, 2012

David Doll

Village of Roscommon Zoning Administrator

09/06/12 – 09/25/12

- 09/06/12 M. McKee shed approved. Trailer rental not a permitted use for BC site. Village footbridge final approved.
- 09/20/12 Addressed complaint on 7th Street grade change. The construction grade drainage was addressed in 2004. The low lying grade of the area is presumed the reason for the water problem.
- 09/25/12 Final on Leer addition approved.
Met with Beth Bloomers discussed possible accessory use at florist shop.
RCTA final, requires ADA corrections in bathroom.

"This institution is an equal opportunity provider"

TDD (800) 649-3777

ROSCOMMON, MICHIGAN • INC. 1885

Extra Village Patrol Sept 2012

| | |
|-------------------------|----|
| Hours | 27 |
| Criminal Complaints | 10 |
| Non Criminal Complaints | 12 |
| Traffic Stops | 14 |
| Verbal Warnings | 12 |
| Citations | 5 |
| OWI Arrests | 1 |
| Other Arrests | 13 |

| | |
|------------|---|
| Accidents | 2 |
| Assist EMS | 1 |

Other Assignments

Village Meeting
Firemans Memorial Weekend

Type of Complaints Handled

Narcotics Violation x 2
Intoxicated Male at Wallace Park
Assault
Bond Violation x 2
Domestic
Phone Harrassment
Parole Violation
Unlawful Entry

Arrests

Disorderly Person
Warrant Arrest x 4
Manufacture Marijuana
Bond Violation x 2
PPO Violation
Tresspass
Unlaw Entry
Assault Police
Parole Violation
OWI

**VILLAGE OF ROSCOMMON
RESOLUTION TO
APPROVE THE PARK, RECREATION, AND OPEN SPACE
MASTER PLAN**

WHEREAS: The Roscommon Village Council has appointed a committee to draft a community recreation plan describing the physical features, existing recreation facilities and an action plan to improve and maintain recreation facilities for the years 2013 through 2017, and

WHEREAS: That plan has been available for public comment for more than thirty days, and

WHEREAS: The Village Planning Commission has held a public hearing to provide an opportunity for citizens to express opinions, ask questions, and discuss all aspects of the plan, and they have determined that the plan furthers the goals of the Village Master Plan, and

NOW, THEREFORE BE IT RESOLVED: That the Roscommon Village Council hereby adopts the Roscommon Park, Recreation and Open Space Master Plan for 2013-2017 as a guide for improving the recreation for the residents and visitors to Roscommon.

Yeas:

Nays:

Absent:

I, Dawn Dodge, Roscommon Village Clerk, do hereby certify that the foregoing is a true and original copy of a resolution adopted by the Roscommon Village Council at a regular meeting thereof held on October, 8, 2012.

Dawn Dodge, Village Clerk

Village of Roscommon
Use of Village Property Policy

The following rules and regulations shall govern all municipal property, including parks, whether situated within or outside the Village limits. On such land, no unauthorized person shall:

1. Cut, injure, deface, remove or disturb any tree, shrub, building, fence, bench, table or other structure or property.
2. Pick, cut or remove any shrub, bush or flower.
3. Mark or write upon any building, fence, bench or other structure.
4. Make or kindle an open fire, except in areas provided for that purpose.
5. Sell, offer or solicit for sale any goods or merchandise without a permit.
6. Affix any placard, notice or sign without a permit.
7. Bring onto, possess or consume any alcoholic beverage.
8. Use or possess fireworks, explosives or devices capable of launching a projectile.
9. Display, discharge or otherwise use any firearm or weapon.
10. Hunt or Trap.
11. Deposit any trash, rubbish or waste not generated by lawful activities on the property.

The Village Hall including the meeting room may only be used for purposes that are directly related to the Village government.

All use of the building must be approved by and scheduled with the Village Office.

Ayes: _____

Nays: _____

Adopted by the Village of Roscommon Council on _____

VILLAGE OF ROSCOMMON

214 S. Main St./PO Box 236 Roscommon, MI 48653

Phone (989) 275-5743 / Fax (989) 275-5998

Sign Permit

Date: 10-02-12 Permit Fee: 0
Owner: FRED ROEMER Phone: 989-915-2296
Applicant or Contractor Name: SELF
Address: 106 S. MAIN ST Phone: _____
Permit (sign) location: 106 S. MAIN ST 989-915-2296

TYPE: Ground Marquee Wall Bench Temp. Other
ELECTRICAL: Internal External Non-Electric ENE

The user hereby agrees to comply with the provisions and requirements of ordinance #25 of the Village of Roscommon code of ordinances and any additional conditions/requirements of any other permits required for the listed project.

Fred Roemer 10-02-12
Signature of Owner/Applicant Date
Fred Roemer

Office Use:

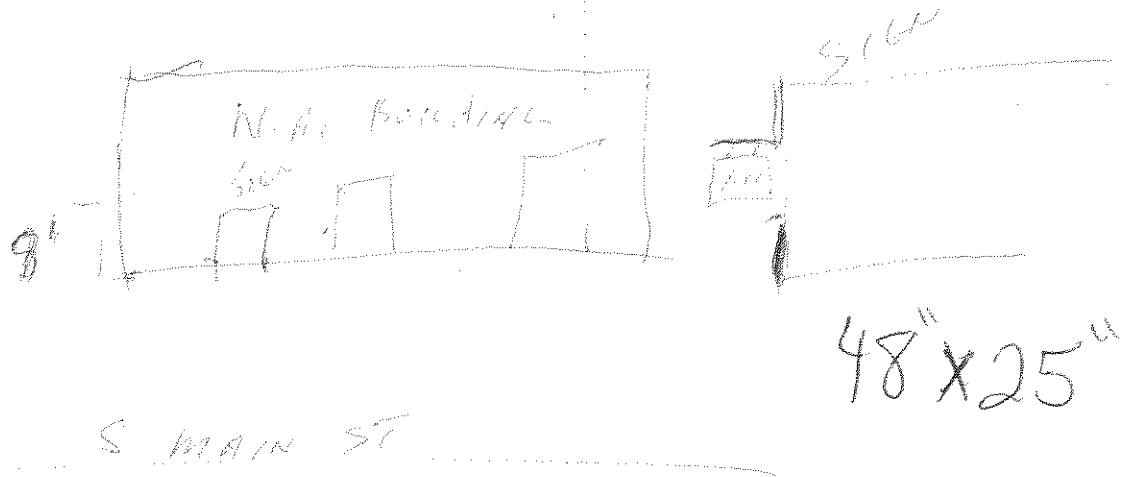
Zoning Administrator Approval: _____ Date: _____
Zoning District: _____
Electrical Permit Required: Yes No

Comments:

Work Must be Completed Within 90 Days of Permit Issuance

Site Plan

Please sketch a plan or drawing depicting the size, structure, and placement of the sign on the lot or parcel. Include lot dimensions, location of existing structures, setbacks from lot lines, and any other pertinent information.



- ① Size of sign
- ② Height 9'
- ③ projection
- ④ Content (on premise - off premises)
zoned R-1

Meeting Report

To: Village Council
From: Allen
Date: October 8, 2012



Agenda Items

Approval of 2013-2017 Recreation Plan

I have prepared the necessary resolution to submit our new Recreation Plan to the state. The committee has met all the requirements. The last step is Council approval. The committee meets today, Thursday, to make final changes. I will email a copy of the final draft to you tomorrow. There will also be a hard copy of the plan in the Village Office. Once the plan is finalized and submitted to the DNR, I will have copies for each of you.

I move that we adopt the resolution approving the Village of Roscommon Park, Recreation and Open Space Master Plan for 2013-2017.

Discussion of Village Property Policy

At the last meeting you asked me to draft a policy covering the use of Village property. There are two issues involved. Hunting on Village owned property and use of the meeting room. I checked the policies around northern Michigan. I could find no communities that allow hunting on property that they own. Our ordinance prohibits hunting within the Village. That does not cover Village property outside the Village limits i.e. DPW garage.

Several cities and village rent their meeting room for community events; however most have kitchen facilities available. The River Center has a meeting room that the DDA pays to have available to the public. This proposed policy is a combination of what other communities are doing and our current practice. Review what is here and you can decide where you want to go with this issue.

Appointment of Temporary Liquor Inspector

Bob Waterman will be going south from November through March. He has requested that, again this year, Erine appoint Dewey Barber as his replacement. This is an appointment of the president requiring the approval of the council.

I move that we approve the appointment of Dewey Barber as temporary liquor inspector.

Sign Permit Appeal

Fred Roemer applied for a sign permit for the Nagel Building on Main Street. This has long been a manufacturing/commercial building, but is zoned residential. Since it is zoned residential, Dave Doll could not grant the permit. The sign would be permitted in a commercial district. This is a parcel that probably was not zoned correctly. There is no reason to deny the permit, and we told Fred that he need not be at the meeting.

I move that we approve the sign permit application for 106 South Main Street as presented.

Budget Overview

This is the second half of my introductory power point. It covers the two street funds and the general fund. It will take 10 to 15 minutes unless there are questions. I will also give you some information about the major reason for governmental financial meltdowns around the country.

Notes

MML 2013 Training (from League website)

Coming to a Location Near You!

We are touring the state to a location near you with a variety of timely topics. You can register for the whole week or whichever topics interest you most. We are also offering a low price if you register for 5 sessions!

First you will find us in **Lansing, October 24-26**, offering topics such as the Open Meetings Act & the Freedom of Information Act; parliamentary procedure; service consolidation & shared services; civic engagement through social media; and finance for the non-finance municipal official.

We will also be in the following locations:

- Ann Arbor, January 16-18, 2013
- Frankenmuth, February 14-15, 2013
- Kalamazoo, March 13-15, 2013
- Mackinaw City, May 15-17, 2013
- Muskegon, June 5-7, 2013

Registration opens at www.mml.org soon!

Roscommon County Population Projections (attached)

Eastern Michigan Council of Governments has printed an estimate of the future population of various local government units across the state. The report of Roscommon County is attached. The data on page 3 show that we will lose 3% of our population by 2040.

Sidewalk Project Update

Poraths started work on Tuesday. The Village is paying to:

- Edge the sidewalk on Main from George to Robinson
- Edge on George from Main northeast to the end
- Extend the sidewalk on George to Seventh
- Remove short sections on Main and Sherwood

Since the Recreation Committee has been given the task of making a recommendation as to where sidewalks should be place, I will ask at their meeting if there is more work that is critical and fits within your budget.

The DDA will be paying for a larger project within its district. Jim Anderson intends to begin planning now for future sidewalk improvements.

M-18 Sign

The time period has expired for the owner of the sign to remove it. As a result, Jerry filed a lawsuit this week to require the owner to remove it. Several years ago, the council offered to pay to have the sign removed. The owner refused.

Note: "Bills To Be Paid" will be available on Monday morning.

