



**Regular Meeting Agenda
December 12, 2022 – 7:00 P.M.**

1. Call to order, Roll Call of Council, Pledge of Allegiance, and Invocation

1.5 Appointment of President Pro Tempore & Finance Committee

2. Approval of Consent Agenda:

Miller

- Approval of minutes of the November 14, 2022, Regular Council Meeting
- Approval of minutes of the November 14, 2022, Public Hearing, Budget
- Approval of minutes of the November 14, 2022, Public Hearing, RARA
- Approval of minutes of the November 21, 2022, DDA Meeting
- Approval of minutes of the November 21, 2022, Planning Commission Meeting
- Approval of November 2022 Sheriff Report
- Accept Zoning Director's November 2022 Report
- Approve the Bills to be paid

3. Approval of Regular Agenda

Miller

4. Manager's Report

Alden

5. Public Acknowledgement on Agenda Items (Two minutes per speaker)

6. Unfinished Business

- DPW Update
- USDA Change Order #7, RCL Construction Inc. HVAC System, \$19,900
- USDA 440-11 Water, Fleis&Vandenbrink Invoice \$1,261.75
- USDA 440-11 Wastewater, Fleis&Vandenbrink Invoice \$6,497.22

Emery

Alden

Alden

Alden

7. New Business

- Transfer 101 General Fund Balance to Repair & Maintenance
- Planning Commission Annual Report
- Amend Ordinance #93 (3. J) Nuisance Ordinance
- Approve the Roscommon DDA Annual Budget
- Approval of the 2023 Council, DDA, Planning Commission, Cemetery Board & Five Family Meeting Dates
- Approve Observed Holidays Calendar

Alden

Alden

Alden

Alden

Alden

Alden

8. Discussion Items

9. Public Acknowledgement (Two minutes per speaker)

10. Council Comments

11. Items for the Next Agenda

12. Adjournment

CONSENT AGENDA

VILLAGE OF ROSCOMMON
Minutes of the November 14, 2022
Regular Council Meeting

President Michael Miller called the Regular Council Meeting to order at 7:00 PM. Members of the Council present: Michael Miller, Dan Fishel, Tony Medina, Angela Cook, Maureen Ruddy, Heather Roemer. Joanne Lederman was absent/excused. Others present - Manager Ron Alden, Clerk Frances Dawson. Public present at the meeting were Debbie Emery, Dan Scow, Tammy Menghini, Sue Jock, Krista Tacy-Cater, Mike Walker. The Pledge of Allegiance was recited by all and an Invocation was given by Trustee Dan Fishel.

CONSENT AGENDA

Moved by Roemer, seconded by Ruddy, to accept the Consent Agenda with bills to be paid in the amount of \$16,679.98. Ayes: Miller, Fishel, Medina, Ruddy, Cook, Roemer. Nays: None. The motion carried.

REGULAR AGENDA

Moved by Medina, seconded by Ruddy to approve the Regular Agenda with the additions of USDA Change Order and Resolution to authorize applying for Sparks Grant. Ayes: Cook, Miller, Ruddy, Fishel, Roemer, Medina. Nays: None. The motion carried.

MANAGER'S REPORT

The Five Families Meeting went great. Had a good turn out and was very informative. Latest word on the Post Office is that it may open in early December but nothing definite. The Compost site is scheduled to close on Friday – November 18 – at 4:00 pm. The DPW will continue to do leaf pick up as long as the weather permits. The Village purchased live trees that they will be setting at some of the light poles with the businesses to decorate with lots of lights and any theme they would like. Chase Bank has lowered the price of the building to \$299,000.00. Dan Scow handed out a flyer with an update on the grant work that has been being done.

PUBLIC ACKNOWLEDEMENT ON AGENDA ITEMS

UNFINISHED BUSINESS

DPW Report – Debbie Emery
Metro Park – Well 5 is up and running. Water side of USDA is almost done, just waiting on parts. The sewer side is waiting on parts so it may be until March.
Another light pole in town was hit and is in the process of being fixed.

The plow trucks and snow blower are gone over and ready for the weather to change.
The DWAM grant project is on schedule and set for the year.
Leaf pick up has been very busy and will continue.

Motion by Fishel, seconded by Medina to approve the change order for Elmers for USDA, which is extended to January, waiting on parts, for \$13282.50 . Ayes: Ruddy, Medina, Fishel, Cook, Miller, Roemer. Nays: none. Motion carried.

Motion by Medina, seconded by Cook to approve F&V USDA Water 440-11 Invoice for \$561.09 to pay through October 1, 2022. Ayes: Cook, Miller, Ruddy, Fishel, Roemer, Medina. Nays: none. Motion carried.

Motion by Cook, seconded by Roemer to approve F & V USDA Wastewater in the amount of \$5,295.75. Ayes: Ruddy, Medina, Fishel, Cook, Miller, Roemer. Nays: none. Motion carried.

Motion by Fishel, seconded by Ruddy to approve the USDA Change Order #2 for Robert T. Cole to extend to 12-31-2022. Ayes: Fishel, Ruddy, Roemer, Cook, Medina, Miller. Nays: none. Motion carried.

Motion by Roemer, seconded by Cook to approve the Village of Roscommon 2023 Budget with millage and levy - total appropriations of \$5,048,650.00. Ayes: Medina, Fishel, Miller, roemer, Cook, Ruddy. Nays: none. Motion carried.

Motion by Medina, seconded by Ruddy to approve the Resolution to approve the RARA Master Plan Review. Ayes: Fishel, Ruddy, Roemer, Cook, Medina, Miller. Nays: none. Motion carried.

Motion by Cook, seconded by Medina to approve Ordinance No. 99 – Future Overhead Utility Lines/Banners. Ayes: Medina, Fishel, Miller, Roemer, Cook, Ruddy. Nays: none. Motion carried.

Motion by Medina, seconded by Fishel to repeal Ordinance No. 89 – Sale of marijuana in the Village of Roscommon. Ayes: Fishel, Ruddy, Roemer, Cook, Medina, Miller. Nays: none. Motion carried.

Motion by Ruddy, seconded by Cook to approve the Resolution for Retail Recreational Marijuana Permit Fee of \$5,000.00. Ayes: Medina, Fishel, Miller, Roemer, Cook, Ruddy. Nays: none. Motion carried.

NEW BUSINESS

Motion by Roemer, seconded by Ruddy to approve Capital Improvement Plan. Ayes: Ruddy, Roemer, Medina, Miller, Fishel, Cook. Nays: none. Motion carried.

The Council has the Participation Plan for review.

Motion by Medina, seconded by Miller to approve Police Protection Contract for 2023 – 2026 (3 years) for \$30,000.00 per year. Ayes: Ruddy, Roemer, Medina, Miller, Fishel, Cook. Nays: none. Motion carried.

Motion by Fishel, seconded by Roemer to approve Village Manager to post/hire an Associate Director of Economic Development funded by the DDA. Ayes: Medina, Fishel. Nays: Cook, Roemer, Ruddy, Miller. Motion did not pass.

Motion by Cook, seconded by Ruddy to approve Village Manager to post/hire an Associate Director of Economic Development for \$16,000.00 per month to be paid by the Village. Ayes: Ruddy, Roemer, Medina, Miller, Cook. Nays: Fishel. Motion carried.

The Village received a letter that was generated randomly from the State of Michigan to inquire what our procedures are for updating our water/sewer billing, bank statement reconciliation, updating equipment rental and mileage paid. The Manager and staff have written up a list of answers and our Auditor will review it and send it in to the State.

Motion by Cook, seconded by Medina a Resolution to Authorize to pursue application for the Sparks Grant in the amount of \$770,000.00 with the Village to match 10% for the Hiawatha development. Ayes: Medina, Cook, Fishel, Roemer, Ruddy, Miller. Nays: none. Motion carried.

Motion by Roemer, seconded by Cook for the Village President to keep their pay to \$225.00 per month, and \$25.00 for special meetings. Ayes: Roemer, Ruddy, Fishel, Cook, Medina, Miller. Nays: none. Motion carried.

Motion by Roemer, seconded by Ruddy to keep Council pay at \$175.00 per month and special meeting pay at \$25.00. Ayes: Miller, Fishel, Medina, Ruddy, Cook, Roemer. Nays: none. Motion carried.

DISCUSSION ITEMS

Roemer talked about a town in Michigan that was on the news and their approach to affordable housing. It was discussed that it is possible to put in septic and/or wells for the time being until the sewer is available.

PUBLIC ACKNOWLEDGEMENT

Sue Jock reminding Council that the RARA plan is for the Village and the Township and not just RARA. That would make eligibility for further grants/programs.

Jock talked about the Reindeer Run and Baby It's Cold Outside. Christmas in the Village
Jock also talked about the Associate Director of Economic Development.

COUNCIL COMMENTS

Medina- Remind everyone about Small Business Saturday.

Ruddy- Talking to everyone about how happy they are with the leaf pick up.

Fishel- Agrees with Ruddy. Other townships really like the service.

Miller- Thank everyone for being President again – thank Council, DPW.

ITEMS FOR THE NEXT AGENDA

USDA, posting of marijuana plan, and all other plans we have, calendars for 2023, etc...

Fishel makes motion to go to closed session at 8:34 pm. Seconded by Cook. All in favor.

Open Closed Session at 8:40 pm to discuss Manager, Clerk, and Treasurer wages for 2023-2024.

Closed Closed Session at 9:13 pm.

ADJOURNMENT

Moved by Fishel, seconded by Medina to adjourn the meeting at 9:30 PM. All in favor. Hearing no objections, the motion carried.

Michael Miller
Village President

Frances Dawson
Village Clerk

VILLAGE OF ROSCOMMON
Minutes of the November 14, 2022

Public Hearing

President Michael Miller called the Public Hearing to order at 6:30 pm. Members of the Council present: Michael Miller, Dan Fishel, Tony Medina, Maureen Ruddy, Heather Roemer, and Angela Cook. Joanne Lederman was absent/excused. Others present - Manager Ron Alden, and Clerk Frances Dawson, Debbie Emery, Tammy Menghini, Dan Scow.

Motion to approve Special Agenda by Cook, seconded by Ruddy. Ayes: Miller, Fishel, Medina, Ruddy, Cook, Roemer. Nays: none. Motion carried.

The purpose of the Public Hearing was to question and make comments regarding the Village of Roscommon 2023 Budget.

Motion to adjourn Public Hearing at 6:38 pm by Ruddy, seconded by Cook. All in favor. Motion carried.

Michael Miller
Village President

Frances Dawson
Village Clerk

VILLAGE OF ROSCOMMON
Minutes of the November 14, 2022

Public Hearing

President Michael Miller called the Public Hearing to order at 6:45 pm. Members of the Council present: Michael Miller, Dan Fishel, Tony Medina, Maureen Ruddy, Heather Roemer, and Angela Cook. Joanne Lederman was absent/excused. Others present - Manager Ron Alden, and Clerk Frances Dawson, Debbie Emery, Tammy Menghini, Dan Scow, Krista Tacey-Cater, Sue Jock.

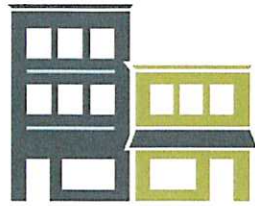
Motion to approve Special Agenda for RARA Public Hearing by Roemer, seconded by Medina. Ayes: Cook, Miller, Ruddy, Fishel, Roemer, Medina. Nays: none. Motion carried.

The purpose of the Public Hearing is to allow the public to question and make comments regarding the Park, Recreation and Open Space Master Plan 2023-2027.

Motion to adjourn Public Hearing at 6:49 pm by Ruddy, seconded by Cook. All in favor. Motion carried.

Michael Miller
Village President

Frances Dawson
Village Clerk



DOWNTOWN DEVELOPMENT AUTHORITY

ROSCOMMON

MEETING MINUTES

November 28, 2022 Rescheduled, No Quorum November 21, 2022

Members Present: CEO Ron Alden, President Thomas O'Brien (1), Treasurer Andrea Weiss (1), Secretary Sue Jock (2), Diane Love Suvada (3), Vice President Jim Anderson (2), Student Members - Riley Carter, Reanna Stern (alternate)

Virtual: Tom Barber (4)

Excused: Jessie Sharpe (3), Crystal Brabant (3), Sue McFatridge (3), Crystal Braybant (3), Peggy Kish (Resident) (1), Mike Walker (4), Phil Weiler (4)

Absent: None

Others Present: Dan Scow, Jim Perialis

Motion made by Sue Jock to accept the meeting minutes for October, second by Ron Alden, motion carried.

Roscommon Downtown Development Authority – October 2022

Roscommon Downtown Development Authority – October 2022		
(Thru 11/18/22)	<u>Treasurer's report</u>	
Balance Forward		\$417,734.88
Deposits		\$850.00
		\$418,584.88
<i>Bills Approved Prior Month</i>		
<i>Ck #1297 RARA (Winter Farm Market)</i>	\$300.00	
<i>Ck #1298 Olivia Meadows</i>	\$400.00	
<i>Ck #1299 VFW (Façade Grant)</i>	\$1,812.50	
<i>Bills to be approved</i>		
<i>Ck #1300 Marcie Dankert-Nov. Winter Market</i>	\$144.80	
<i>Ck #1301 Hometown Decorations</i>	\$2,788.00	
<i>Ck #1302 Dan Scow</i>	\$2,000.00	
Ending Balance		\$411,139.58

Motion by to accept treasurer's report as presented by Ron Alden, second by Tom Barber, roll call, treasurer's report approved.

CORRESPONDENCE & PUBLIC COMMENT –

None-

COMMITTEE REPORTS

Managers' Report –

- Post Office: May open in the next week or two, unofficial notice.
- Christmas in the Village: 15 trees along streetscape, trial run.
- Chase Bank has reduced price down to \$299,000.00. Requested to purchase 100 ft. off the back but no comment.
- Benches: 15 purchased by DDA, the authority agreed 15 is enough at this time.
- Carnexa: purchased 3 EV charging stations. Low power charging stations (low flow 120V). They are installed and curious if the DDA would help with connection cost. Requested \$1,800. DDA to review. 2 more fast service (480) coming from GM looking for a place on Village Property. Request after installation does not meet guidelines.
- Peggy Kish, Andrea Weiss and Tom OBrien term expired December 20th.
- Grants: Spark Grant funding for bridge for Hiawatha project. Village council approved to submit for up to \$700,000 with 10% grant.
- EGLE grant: clean water grant received found 1 lead connector and replaced but replacing galvanized lines. Guidelines to connect certain percent a year expires 2030. Replaced 5 this year.
- Village council approved a part time assistant economic development staff member. Job posted and to be hire by end of the month.

Economic Administrator:

- Action Plan update for RRC and a "to do" list for the next 3 months: Spark grant pending, waiting on final budget. Master plan and economic plan need to be done completely. Housing is a priority and continued development.

Façade Grants –

- VFW Post new doors approved prior lower bid from second contractor. Paid \$1,812.50 final bill \$5995.52. Motion by Jim Anderson to pay ½ of the final bill minus paid amount, second by Sue Jock for the amount 1165.26.
- Spruce Lodge new roof \$5,000 / \$11,900-Roof is not complete and building is half painted. Requesting partial payment. Project much more than initially expected. Motion by Sue Jock to pay 50% of grant, second by Jim Anderson. Discussion agreeing hesitantly due to precedent but based off historic building and working on a shoestring was discussed. Roll call vote: 6 yeas, 1 nay, motion carried.
- Fleck's: Signage \$12,500, requesting \$5000. Motion made by Jim Anderson, second by Ron Alden, roll call, 6 yeas, 1 nay, motion carried.

Old Business:

- Veteran - Thank You for Serving banners-discussed that they be rotated during October, November.
- Farmers Market: see attached
- Overhead Power line ordinance: Approved by village council, posted.
- Light pole maintenance: Continued and ongoing, checking GFI on outed posts today.
- Downtown Rehabilitation Grant: Looking for opinion on dollar value and number per year. Proposal out and reviewed by members for past two months. Primary concern of owners is funding for upgrades. If approved the idea needs to be reviewed by attorney. No objections to proceed with legal review.
- Match on Main Update: two applications submitted, one Roscommon Cleaner, second for Green's Tavern. To be announced December 6th.

New Business:

- Economic Administrator Consultant Compensation: Looking for increase from 10 hours to 15 hours a week, \$40/hour. Motion made by Sue Jock to 15 hours a week and renewing 2023 contract. Roll call vote, motion approved.
- Carnexa: tabled to be reviewed by the façade grant committee.
- Five Year – Recreation Plan Review-Plans for Metro Park renovations discussed. Need to check legality of funding outside the DDA district.
- Proposed 2023 DDA Budget-Pending adjustments: Expenditures of \$244,151 with deficit spending that brings fund balance down to \$312,778. Motion made by Andrea Weiss, support by Ron Alden, roll call, motion carried.
- Student members: Motion to approve Riley Carter, Reanna Stern (alternate) by Sue Jock, second Andrea Weiss, motion approved.
- The CRAF Center new doors are installed and complete. Waiting for the final invoice. DDA agreed to pay up to \$15,000.

Future Projects:

Future Projects: Village clock, Tank Creek bridge, music script for downtown sound system, Façade Grant 25% match, Start-up Incentive Grant

Liaison Reports:

Village, Township, Chamber: volunteers for Winterfest. Moving indoors to Lyon Township fire hall.

Christmas in the Village – December 3rd., Reindeer Run, Baby it Cold Outside 6:30 pm

Next DDA Meeting – December 19th. Happy Hanukkah

Motion by Jim Anderson, second by Ron Alden, meeting adjourned at 10:20.

Secretary-Sue Jock

PLANNING COMMISSION MINUTES

11-21-2022

1. Call to Order - Chairperson Dixon called to order the regular meeting of the Planning Commission at 5:30 PM at the offices of the Village of Roscommon.
2. Pledge of Allegiance - The Pledge of Allegiance was recited by those present.
3. Roll Call - Roll was taken by Walker. Members present: Don Dixon, Tim Reilly, Angela Cook, Kris Suvada, Steven DeVault. Members excused: none. Others present: Ron Alden, Dan Scow, Jennie Walker.
4. Approval of Minute - Dixon asked for any discussion of the previous meeting minutes. After no discussion, DeVault made a motion to approve the minutes and Reilly seconded the motion. The motion was carried with all members present voting aye.
5. Public Comment – no comments
6. Old Business
 - A. Planning Commission Annual Report – Members reviewed and made recommendations for corrections and modifications. Dixon noted the changes and suggested the report be approved as amended. Cook made a motion to approve the report as amended and Suvada seconded the motion. The motion was carried with all members present voting aye.
 - B. Retail Recreational Marihuana Permit Fee – Alden reminded members that the Village could charge up to \$5,000 for the permit fee and described some costs involved in the process. The non-refundable fee will be determined later and assessed of all applicants. He stated that the application process and form will be posted on the Village website. No applications may be submitted until an applicant's facility, etc. have passed State requirements.
7. New Business
 - A. Site Development Survey – Alden informed members that an exit survey must be provided to and completed by Site Development buyers to assess the services provided by the Village throughout the purchasing process.
 - B. PUD – Planned Under Development – Alden had been in communication with the health department and EGLE regarding minimum septic and well requirements within the Village. He will do further research regarding small housing developments, a hydrant extension, private versus public developments, etc. and report to the members at the next meeting.
8. Correspondence/Reports – Alden shared the following items:
 - Chase Bank reduced their purchase price to \$299,000.
 - Renovations of the Post Office are in progress.
 - Child Assessment Center will expand into the newly available rooms in the CRAF Center building.
 - Impact Office Supply/Quilt Shop building sale may take place in December.
 - Bob Yancy's property has three charging stations.
 - Alden is seeking some fast-charging stations for the Village.
 - Village Council approved a part-time assistant for the economic development department.
 - New infrastructure funding options for the highway commercial, mixed-use and industrial properties were presented.
9. Public Comment – Dixon asked for agenda items for the next meeting.
10. Adjournment - A motion of adjournment was made by Reilly and DeVault seconded the motion. The motion was carried by members present. Meeting was adjourned at 7:05PM.

Chairperson, Don Dixon

Date

Secretary, Jennie Walker

Date

Village Patrol		Nov-22			Activity Report to Village of Roscommon Village Patrol Paid Hours
Mileage	=	267			<u>Details</u>
Hours	=	49			
Stops	=	6			
VW	=	7			
Citations	=	0			
Criminal	=	4			
Non Criminal	=	4			
Report Writing		5			
Accidents	=	1			
Arrests	=	3			
Contacts	=	75			
Prop. Check	=	62			
Liquor Inspections=		7			

ARRESTS

CCW

PROBATION VIOLATION

RESIST & OBSTRUCT

Complaints

GENERAL ASSIST- ROSH LOBBY

TRAFFIC-CCW/ MAIN-LAKE

CAR-DEER/ N FIFTH ST

CIVIL MATTER/ ROSH LOBBY

ARGUMENT/ RIVER FOREST APTS

SUSPICIOUS MALE/ FORWARDS

DOMESTIC VIOLENCE/ SOUTH ST

Nov-22 **Additional Village Activity**

Hours	14
Criminal Complaints	3
Non Criminal Complaints	7
Traffic Stops	1
Verbal Warnings	1
Citations	0
OWI Arrests	0
Other Arrests	0
Accidents	2
Assist EMS	0

Other Assignments

Type of Complaints Handled

Arrests

NATURAL DEATH/ N FIFTH
LARCENY/ BENNETT ST(STORAGE UNIT)
GENERAL/ RIVER FOREST APTS
MOTORIST ASSIST/ FOURTH-LAKE
RECKLESS DRIVING COMPLAINT/ KENS TIRE
TRESPASS/ N SIXTH ST
ASSIST/ LIONS DEN
PDA/ 5TH AND 2ND
CAR-DEER/ LAKE AND 7TH
STALKING COMPLAINT/ HILLTOP APTS

UNFINISHED BUSINESS

USDA CHANGE ORDER #7

USDA 440-11 WATER

USDA 440-11 SEWER

Change Order No. 7

Date of Issuance: 12/8/22	Effective Date: 12/8/22
Owner: Village of Roscommon	Owner's Contract No.: 838942-2
Contractor: RCL Construction, Inc.	Contractor's Project No.:
Engineer: Fleis & VandenBrink	Engineer's Project No.: 838942-2
Project: Village of Roscommon USDA Wastewater System Improvements	Contract Name: Contract 2 – WWTF and PS

The Contract is modified as follows upon execution of this Change Order:

Description: Bulletin No. 9 – Headworks Fan (\$19,900.00)

Attachments: Bulletin No. 9 dated 11/22/22

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES
Original Contract Price: \$ 3,244,600.00	Original Contract Times: Substantial Completion: 300 days, March 9, 2022 Ready for Final Payment: 330 days, April 8, 2022 days or dates
Decrease from previously approved Change Orders No. <u>1</u> to No. <u>6</u> : \$ (37,172.54)	Increase from previously approved Change Orders No. <u>1</u> to No. <u>6</u> : Substantial Completion: 270 Ready for Final Payment: 270 days
Contract Price prior to this Change Order: \$ 3,207,427.46	Contract Times prior to this Change Order: Substantial Completion: 570 days, December 4, 2022 Ready for Final Payment: 600 days, January 3, 2023 days or dates
Increase of this Change Order: \$ 19,900.00	Increase of this Change Order: Substantial Completion: 162 Ready for Final Payment: 146 days or dates
Contract Price incorporating this Change Order: \$ 3,227,327.46	Contract Times with all approved Change Orders: Substantial Completion: 732 days, May 15, 2023 Ready for Final Payment: 746 days, May 29, 2023 days or dates

RECOMMENDED:		ACCEPTED:		ACCEPTED:	
By: Scott Rasmussen	By: _____	By: _____	By: _____	By: _____	By: _____
Engineer (if required)	Owner (Authorized Signature)	Owner (Authorized Signature)	Contractor (Authorized Signature)	Contractor (Authorized Signature)	Contractor (Authorized Signature)
Title: Project Manager	Title: Village Manager	Title: Village Manager	Title: Project Manager	Title: Project Manager	Title: Project Manager
Date: 12/8/22	Date: _____	Date: _____	Date: _____	Date: _____	Date: _____

Approved by Funding Agency (if applicable)

By: _____ Date: _____
Title: _____

BULLETIN
Page 1 of 2

**CONTRACT FOR: Village of Roscommon
702 Lake Street
Roscommon, MI 48603**

BULLETIN NO. 9

**OWNER: Village of Roscommon
702 Lake Street
Roscommon, MI 48603**

DATE: October 7, 2022

DUE DATE: October 14, 2022

**CONTRACTOR: RCL Construction Co., Inc.
777 Maynard Rd.
Sanford, MI 48657**

**ENGINEER: Fleis & VandenBrink
603 Bay Street, First Floor
Traverse City, MI 49684**

**DRAWING REVISION NO.: N/A
DRAWING SHEETS ISSUED HERE WITH: N/A
DISTRIBUTION: RCL Construction Co., Inc.
Village of Roscommon**

=====

The items below are being considered as possible changes to the Contract Documents for this Project. CONTRACTOR is requested to submit changes in cost, if any, for each item and indicate whether it is an addition to or deduction from the Contract Price. Include all labor, materials, overhead and profit. After reviewing the effects of those changes in the Work, OWNER may issue a Change Order specifying which changes are to be incorporated in the Work, if any.

This Bulletin is not a Change Order and is not to be deemed authorization to proceed with the changes listed.

Additional work or materials, where proposed, shall meet the requirements of the Contract Documents, except where noted.

CONTRACTOR will be responsible for notifying ENGINEER, in writing, concerning any revision or clarification which causes a change in the Contract Documents, but are not specifically mentioned as a cost item in this Bulletin.

CONTRACTOR shall return three (3) completed and signed copies of the Bulletin to ENGINEER on or before the due date noted above.

Each proposed change has been described briefly with additional information provided concerning detailed changes required for the major trades concerned. Only one total cost figure has been requested for each item on the Bulletin; however, a complete breakdown is required for each item as supporting documentation. This will allow OWNER to more easily evaluate the proposed cost changes. Each Bulletin item is an all-inclusive item and may concern work from several trades or Subcontractors. It is CONTRACTOR's responsibility to ensure that all work for each item has been included in the total cost figure provided to OWNER.

BULLETIN
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BULLETIN NO. 9

DATE: October 7, 2022

ITEM NO 1: Headworks Fan

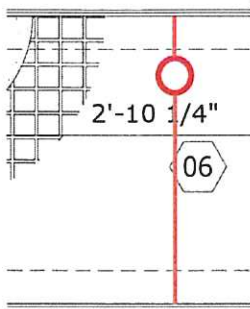
This item includes necessary work to provide an exhaust blower ducted directly into the headworks channels. Additional work to include McMaster Carr Hazardous Location Chemical-Resistant Blower (part number 2093K17) or equal, HVAC ducting, and dedicated 20 amp circuit from panel SBL1 in accordance with the attached sketch. These modifications include, but are not limited, to exhaust fan, stainless steel mounting hardware, pvc ducting, channel cover modifications, wall penetrations, circuit breakers, conduit, conductors, switch, and appurtenances.

Add \$ **19,900**

Enclos.: Headworks – Exhaust Fan Sketch

Subcontractors	\$ 15,297
RCL Supervision/GC/Selective Demo	\$ 3,166
15% OHP	\$ 475
5% OHP	\$ 765
Bond	\$ 197
Total Add	\$19,900

CONTRACTOR:



Sam Luedtke

Signature

VP Field Operations

Name and Title of Signatory

11/22/22

Date

To Include:

- Furnish and install chemical resistant exhaust fan
- REVISED: Furnish and install Schedule 40 PVC exhaust ductwork as shown
- Core holes and modify grating as required for blower and duct installation
- REVISED: No additional Grating Support. Duct to be located in 24" wide channel area on the dry side of SP-2.
- Provide and install dedicated 20 amp circuit from panel SBL1 as shown, including all circuit breakers, conduit, conductors, switches, and appurtenances.
- Seal all penetrations.
- Excludes painting of PVC duct. Touch-ups for wall penetrations only.
- Domestic materials to meet Buy American requirements

* Contract Time Extension required. Actual Time will be based on lead time after approval to proceed and a change order is issued for this work.

COORDINATE DUCT
WORK ROUTE WITH
EXISTING UH
LOCATION.

2023 Retirement Plan Contribution Limits and Reporting Data

	Defined Benefit	Defined Contribution ¹	Health Care Savings Program	457				Deemed Roth Account				Traditional ⁶			Roth ⁷	
				Pre-Tax Account		Special 457 "Pre-Retirement" Catch-Up ⁵	Normal Contributions ³	AGE 50 Catch-Up Contributions ⁴	Special 457 "Pre-Retirement" Catch-Up ⁵	Normal Contributions	AGE 50 Catch-Up Contributions	Normal Contributions	AGE 50 Catch-Up Contributions	Normal Contributions	Roth ⁷	
				Normal Contributions ³	AGE 50 Catch-Up Contributions ⁴											
2023 Contribution, Wage, and Benefit Limits	401(a)(17) Annual Compensation: \$305,000 415(b) Annual Benefit: \$245,000	401(a)(17) Annual Compensation: \$305,000 415(c) Annual Contributions ² : \$61,000	N/A	Normal Contributions: \$20,500 Annual Contributions: \$6,500	Special 457 "Pre-Retirement" Catch-Up ⁵ : Lesser of \$41,000 or underutilized limitation	Normal Contributions: \$20,500 Annual Contributions: \$6,500	AGE 50 Catch-Up Contributions ⁴ : Lesser of \$41,000 or underutilized limitation	Special 457 "Pre-Retirement" Catch-Up ⁵ : Lesser of \$41,000 or underutilized limitation	Normal Contributions: \$20,500 Annual Contributions: \$6,500	AGE 50 Catch-Up Contributions: \$1,000 Annual Contributions: \$6,000	Normal Contributions: \$6,000 Annual Contributions: \$6,000	AGE 50 Catch-Up Contributions: \$1,000 Annual Contributions: \$6,000	Normal Contributions: \$6,000 Annual Contributions: \$6,000	AGE 50 Catch-Up Contributions: \$1,000 Annual Contributions: \$6,000	Normal Contributions: \$6,000 Annual Contributions: \$6,000	Annual Contributions: \$1,000
2023 Contribution, Wage, and Benefit Limits	401(a)(17) Annual Compensation: \$330,000 415(b) Annual Benefit: \$265,000	401(a)(17) Annual Compensation: \$330,000 415(c) Annual Contributions ² : \$66,000	N/A	Normal Contributions: \$22,500 Annual Contributions: \$7,500	Special 457 "Pre-Retirement" Catch-Up ⁵ : Lesser of \$45,000 or underutilized limitation	Normal Contributions: \$22,500 Annual Contributions: \$7,500	AGE 50 Catch-Up Contributions: \$7,500 Annual Contributions: \$7,500	Special 457 "Pre-Retirement" Catch-Up ⁵ : Lesser of \$45,000 or underutilized limitation	Normal Contributions: \$22,500 Annual Contributions: \$7,500	AGE 50 Catch-Up Contributions: \$1,000 Annual Contributions: \$6,500	Normal Contributions: \$6,500 Annual Contributions: \$6,500	AGE 50 Catch-Up Contributions: \$1,000 Annual Contributions: \$6,500	Normal Contributions: \$6,500 Annual Contributions: \$6,500	AGE 50 Catch-Up Contributions: \$1,000 Annual Contributions: \$6,500	Normal Contributions: \$6,500 Annual Contributions: \$6,500	Annual Contributions: \$1,000
Plan Type	401(a)	401(a)	115 Trust and 105-106 IRA	457(b)												
Are Contributions exempt from Federal tax withholding?	Exempt	Picked-up Contributions: Exempt Non-Picked-up Contributions: Not Exempt	Exempt	Exempt	Employee Contributions: Not Exempt Employer Matching Contributions: Exempt											
Are Contributions exempt from State tax?	Exempt	Picked-up Contributions: Exempt Non-Picked-up Contributions: Not Exempt	Exempt	Exempt	Employee Contributions: Not Exempt Employer Matching Contributions: Exempt											
Are contributions required to be reported on Form W-2?	Check	Check	Do Not Check	Box 12 Code G	Not Exempt	Box 12 Code EE	No reporting required. Box 14 is an optional box that can be used if reporting is preferred. There isn't a specific code required, however we suggest IRA Traditional and/or IRA Roth.									
Should Form W-2, Box 13, be checked?	Check	Check	Do Not Check	Do Not Check	Do Not Check											

¹For any DC employee contributions "picked up" by the employer, the contributions are characterized as employer contributions and fall under IRC section 414(h)(2).
²Includes both employer and employee contributions for all qualified employer defined contribution plans combined (excludes 457(b) and IRAs).
³Includes all combined employer and employee contributions to a 457(b) pre-tax or deemed Roth account.
⁴Must be 50 or older, and not doing the "Pre-Retirement" Catch-Up contributions in same year.
⁵Up to twice the annual limit for 3 years prior to a declared one-time Normal Retirement Age. Limitations apply depending on pension eligibility for retirement, public safety employees, and total 457(b) contributions during work history. The Age 50+ Catch-Up and Special Catch-Up provisions may not be used in the same year.
⁶A participant may be able to deduct some or all of their contributions to their MERS Traditional IRA on their federal income tax return. Please see the MERS Deemed IRA Disclosure for more information.
⁷Eligibility to contribute to a Roth IRA depends on whether a participant has taxable compensation, their adjusted gross income (AGI), and their federal income tax filing status. Please see the MERS Deemed IRA Disclosure for more information.

ESTIMATE OF FUNDS NEEDED
FOR
30-Day Period Commencing
10/01/2021

Name of Borrower Village of Roscommon Water

Items	Amount of Funds
Development	\$
Contract or Job No.	
Contract or Job No.	
Contract or Job No.	
Land and Rights-of-Way	
Legal Services	
Engineering Fees	1,261.75
Interest	
Equipment	
Contingencies	
Refinancing	
Initial O&M	
Other	
TOTAL	\$ 1,261.75

Prepared by Village of Roscommon

Name of Borrower

By _____

Date _____

Approved by _____

Date _____

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0575-0015. The time required to complete this information collection is estimated to average 1 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

INVOICE

Ron Alden
 Village of Roscommon
 702 Lake Street
 PO Box 236
 Roscommon, MI 48653

November 14, 2022
 Invoice No: 64135-W
 Project No: 838946

**RE: Village of Roscommon - USDA RD Water Improvements
 Services through October 29, 2022**

	<u>Contract Amount</u>	<u>Billed to Date (Includes this invoice)</u>	<u>Remaining Contract Amount</u>	<u>This Invoice</u>
Professional Services:				
Basic Services - Design, Bidding & Construction Administration	\$453,000.00	\$451,736.71	\$1,263.29	\$1,261.75
Resident Project Observation	\$165,300.00	\$165,300.00	\$0.00	\$0.00
Additional Services* - Startup, Record Drawings, Soil Borings, ROW Map, Owner Training, O&M Manuals	<u>\$154,150.00</u>	<u>\$154,150.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
	\$772,450.00	\$771,186.71	\$1,263.29	
Total amount of this invoice				<u>\$1,261.75</u>

Terms: Net 15 days

Thank you for your business, it is sincerely appreciated.

If there are any questions regarding this invoice or the services provided, please contact us.

via email: manager@roscommonvillage.com / dpwdirector@roscommonvillage.com

Status Update:

- Well No. 5 started up. Punch list is ongoing.

ESTIMATE OF FUNDS NEEDED
FOR
30-Day Period Commencing
10/01/2021

Name of Borrower Village of Roscommon Sewer

Items	Amount of Funds
Development	\$
Contract or Job No.	
Contract or Job No.	
Contract or Job No.	
Land and Rights-of-Way	
Legal Services	
Engineering Fees	6,497.22
Interest	
Equipment	
Contingencies	
Refinancing	
Initial O&M	
Other	
TOTAL	\$ 6,497.22

Prepared by Village of Roscommon

Name of Borrower

By _____

Date _____

Approved by _____

Date _____

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0575-0015. The time required to complete this information collection is estimated to average 1 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

INVOICE

Ron Alden
 Village of Roscommon
 702 Lake Street
 PO Box 236
 Roscommon, MI 48653

November 14, 2022
 Invoice No: 64135-S
 Project No: 838942

**RE: Village of Roscommon - USDA RD Wastewater Improvements
 Services through October 29, 2022**

	<u>Contract Amount</u>	<u>Billed to Date (Includes this Invoice)</u>	<u>Remaining Contract Amount</u>	<u>This Invoice</u>
Professional Services:				
Basic Services - Design, Bidding & Construction Administration	\$574,200.00	\$561,383.31	\$12,816.69	\$5,390.22
Resident Project Observation	\$173,800.00	\$158,977.90	\$14,822.10	\$1,107.00
Additional Services* - Startup, Record Drawings, Soil Borings, ROW Map, Owner Training, O&M Manuals	<u>\$131,300.00</u>	<u>\$112,430.50</u>	<u>\$18,869.50</u>	<u>\$0.00</u>
	\$879,300.00	\$832,791.71	\$46,508.29	

Total amount of this invoice **\$6,497.22**

Terms: Net 15 days

Thank you for your business, it is sincerely appreciated.

If there are any questions regarding this invoice or the services provided, please contact us.

via email: manager@roscommonvillage.com / dpwdirector@roscommonvillage.com

Status Update:

- Punch list ongoing at the WWTF and pump stations

NEW BUSINESS

**GENERAL FUND BALANCE TRANSFER
PLANNING COMMISSION ANNUAL REPORT
AMEND ORDINANCE #93
DDA ANNUAL BUDGET
2023 MEETINGS
2023 OBSERVED HOLIDAYS**



TO: Village Council
FROM: Frances Dawson
DATE: December 12, 2022

SUBJECT: Fund Balance Adjustment

The following funds need to be moved in the Budget:

From - 101-000-390-000 (101 Fund Balance) \$30,000.00
To - 101-265-930-000 (Repair & Maintenance – Village Hall)



PLANNING COMMISSION ANNUAL REPORT

November 21, 2022

Contents

Membership

Meeting

Training

Activities

Zoning Ordinance Amendments

Other Ordinance Amendments

Development Reviews

Variances

Legislative Actions

Zoning Map Changes

Training

Potential Trainings

Joint Meetings

Public Participation

Other Topics

The Village of Roscommon Planning Commission was created under the Michigan Planning Enabling Act (Act 33 of 2008)

AN ACT to codify the laws regarding and to provide for county, township, city, and village planning; to provide for the creation, organization, powers, and duties of local planning commissions; to provide for the powers and duties of certain state and local governmental officers and agencies; to provide for the regulation and subdivision of land; and to repeal acts and parts of acts

“A planning commission shall make an annual written report to the legislative body concerning its operations and the status of planning activities, including recommendations regarding actions by the legislative body related to planning and development.”

The purpose of the following report is to increase information-sharing between staff, boards, commissions, and the Village Council. It allows for anticipation of upcoming issues and priorities to prepare and budget as necessary.

1. Membership

Planning Commission Member	Experation
Don Dixon (Chair)	December, 2024
Angela Cook	December, 2024
Tim Reiley	December, 2023
Kris Suvada	December, 2022
Steve DeVault	December, 2022
Jennie Walker, Secretary/Clerk (non-voting)	
Ron Alden, Village Manager	Ex-Officio

2. Meetings

The Village of Roscommon Planning Commission met (meets) monthly on the third Monday of the month. This meets the requirements of the Michigan Planning Enabling Act (Act 33 of 2008) Section 125.3821.

Minutes of the meetings are available at:



PLANNING COMMISSION WEBPAGE

3. Training

A training session for the Planning Commission was presented at the Village Hall by the Michigan Planning Association on January 29, 2022. This was attended by the majority of the Planning Commission, several Village Trustees, a board member from Higgins Township and other interested parties.

4. Activities

- Bylaws for the Planning Commission were reviewed and updated by the Village Attorney and the recommendations were reviewed. The Commission reviewed the bylaws and, having no suggestions for change the Commission adopted them on January 24, 2022, and the Village Council approved the bylaws on January 10, 2022.
- The Planning Commission reviewed progress on the Master Plan goals on December 20, 2021, September 19, 2022, and again at the Joint Meeting on October 20, 2022 and made no recommendations for changes. The Commission recommended the Plan be rewritten during 2023-24. The Commission's recommendation was approved by the Village Council on October 10, 2022
- The Planning Commission recommended three members and two alternates to serve on the **Zoning Board of Appeals**. The Village Council officially appointed the new membership on February 28, 2022.
 - Members:
 - Joanne Lederman, Village Trustee (Term Expires 2023)
 - Jenny Walker (Term Expires 2023)
 - Ed Thoma (Term Expires 2023)
 - Alternates:
 - Tim Reily
 - Mike Miller, Village President
- A new marihuana ordinance, written by the Village Attorney was reviewed for purpose, application, admission, execution, and final presentation to the Village Council. The text of the document passed through numerous revisions as efforts were made to present a document unique to the community's specific needs and for clarity. The Planning Commission heard a presentation from one of the local prospective owners, Five Buds. The ordinance was approved by the Village Council on September 12, 2022. The ordinance changed the Zoning Map to disallow marihuana business within 1000 feet of churches, schools, day care facilities and

other such establishments.

- Multiple Industrial Park properties were reviewed for development:
 - Development of a food transfer station
 - Development of a wood processing plant
 - Landscaping business in the commercial highway district
- Reviewed and approved the Park, Recreation, and Public Gathering Plan.
- Future development and improvements to the Industrial Park were discussed, but no action taken:
 - Water, electric, and sewer infrastructure
 - Development a variety of housing options including:
 - A Planned Unit Development to facilitate construction of tiny homes
 - Multi-unit housing
 - “Lost Middle” housing options
 - Short term lodging (e.g., hotels, VRBO, etc.)

5. Zoning ordinance amendments:

- A change in the Zoning Ordinance to allow retail marihuana businesses was approved by the Planning Commission on July 18, 2022. The Ordinance was adopted by the Village Council on September 12, 2022

6. The Commission reviewed/approved the following ordinances:

- The Planning Commission approved a marihuana ordinance on July 18, 2022
- Land Division Ordinance approved on July 18, 2022

7. Development Reviews

Project type	Location	Description	Status	Recommendation to legislative body	Village Council Approval
Commercial	Industrial Park	Wood processing and sales	Sale of lots approved	PC Approved 2/28/222	Yes
Commercial	Industrial Park	Land division	Ready to submit	PC Approved 7/18/222	Yes
Commercial	Industrial Park	Food Distribution	Approved		

8. Variances: None to report for the current FY

Variance type	Location	Description	Status	Recommendation to legislative body	Date of action

9. Planning Commission actions taken by legislative body

- Reviewed and affirmed the Village Master Plan October 10, 2022
- Reviewed Zoning Ordinances September 12, 2022.

10. Zoning Map *(Review with listed development and rezoning requests to analyze potential trends)*

- Made a recommendation to change the Marihuana ordinance to allow one retail shop in the Village. The Village Council adopted the revision to the Zoning Ordinance on September 12, 2022

11. Trainings attended *(consult your training tracking log to fill in this information)*

Topic /description	Date
Planning Commission Basics (Presented by MAP)	2022

12. Potential training topics in the upcoming year, based on goals and priorities

Topic /description
MAP Training for new members

13. Joint meetings

- List any joint meetings and key topics of discussion:
 - April 21, 2022
 - October 20, 2022
- General Topics:
 - Review of Economic Development Plan
 - Review of Master Plan
 - Village accomplishment and progress
 - Grants and finances.
 - RRC Update
 - Village Council Update DDA Update

14. Public Participation Report

- Public comment is encouraged at all public meetings (e.g. Council meetings, DDA meetings, Joint meetings, etc.)
- The Village of Roscommon uses a variety of methods for communicating with the public. Village staff seek ways to communicate by researching and experimenting with contemporary and traditional methods. The Village staff oversees innovative communication opportunities that include technological means and multiple media platforms.
 - The Village used local newspaper outlets to post important public announcements such as bid opportunities, budget hearings, and public hearings regarding ordinance changes. Newspaper outlets included:
 - Houghton Lake Resorter
 - Up North Voice
 - The Village has made significant updates and improvement to the Website and keeps information on the site current, making changes as needed. It is well cataloged, and information is much easier to find.
 - The Village uses Facebook as its social media outlet. Other platforms like Instagram and Twitter have not been implemented.
 - The Village website, <https://www.roscommonvillage.com> is used to announce meetings, posts agendas, minutes, and sometimes and other topics of major

interest (e.g., Sesquicentennial Celebration)

- Radio station outlets have not been used frequently. The Village did use radio advertising for the Sesquicentennial.
- Printed information is posted in several spots in the Village. There is an announcement board in the Village office and another on the sidewalk just outside the office. Other information has been posted in individual businesses.
- When appropriate, announcements are made at public meetings.
- Important information is often printed on the bottom of water bills that reach all Village residents.
- The Village included production of an annual newsletter in the Public Participation Plan but has yet to use this tool due to time and personnel limitations.
- The Village uses an alert calling system (Voice Messaging) to make announcements on an occasional basis.
- The “Event Satisfaction Survey” has been used at public events.
- Master Plan Revision
 - The Village will begin the master planning process in January 2023. The initial step in the process is to conduct a public opinion survey. The plan is to contract with MEDC to assist in the development of a new plan.

15. Other notable items/topics before the Commission:

- Industrial Park water and sewer expansion
- Parking behind downtown retail shop
- Development of the “Tin Fish” restaurant
- Redevelopment of the Chase Bank building
- Development of the Mixed Use/Residential property (M-18)
- Development of the Industrial Park
- Capital Improvement Plan
- Overhead Power Line Ordinance

16. Master Plan Progress Report

17. Capital Improvement Plan

VILLAGE OF ROSCOMMON
Ordinance No. ____ of 2022

**AN ORDINANCE TO AMEND THE VILLAGE OF
ROSCOMMON NUISANCE ORDINANCE**

THE VILLAGE OF ROSCOMMON ORDAINS:

Section 1. Amendment of Section 3.J.

Section 3.J of the Village of Roscommon Nuisance Ordinance is hereby amended to read in its entirety as follows:

- J. Any use of public streets or public sidewalks, or both, which causes a crowd to gather and/or any use of public streets or public sidewalks, or both, which obstructs or hinders the free, lawful movement of people and vehicles along said streets and sidewalks.

Section 2. Amendment of Section 8.

Section 8 of the Village of Roscommon Nuisance Ordinance is hereby amended to read in its entirety as follows:

Section 8. Enforcement Officers.

The Village Manager, deputies of the Roscommon County Sheriff, and other individuals appointed by the Village Council are hereby designated as the authorized officials to issue municipal civil infraction citations directing alleged violators of this Ordinance to appear in court.

Section 3. Effective Date.

This Ordinance shall become effective the day following its publication in a newspaper of general circulation within the village.

Ordinance No. ____ of 2022 was enacted on _____, 2022, by the
Roscommon Village Council as follows:

Motion by: _____
Seconded by: _____
Yeas: _____
Nays: _____
Absent: _____

Frances Dawson, Clerk

Michael Miller, President

I certify that this is a true copy of Ordinance No. ____ of 2022 that was adopted at a
regular meeting of the Roscommon Village Council on _____, 2022
and published in the _____ on _____,
2022.

Dated: _____

Frances Dawson, Clerk

ROSCOMMON DDA 2023 PROPOSED BUDGET WORKSHEET

	<u>2021 Actual</u>	<u>2022 Estimated</u>	<u>2023 Proposed Budget</u>
BEGINNING FUND BALANCE	\$ 271,740	\$ 343,725	\$ 387,929
REVENUES:			
TIFA	141,516	123,908	140,000
FEES	3,580	3,970	4,000
INTEREST	7	-	-
GRANT	-	25,000	25,000
OTHER	<u>8,565</u>	<u>38,859</u>	<u>-</u>
TOTAL REVENUES	<u>153,668</u>	<u>191,737</u>	<u>169,000</u>
EXPENDITURES:			
ECONOMIC DEVELOPMENT - READINESS	5,640	20,095	31,200
DOWNTOWN IMPROVEMENTS - GRANT	-	-	-
DOWNTOWN IMPROVEMENTS	25,006	21,674	100,000
FAÇADE PROGRAM	5,280	37,970	35,000
MEDC BUSINESS GRANTS		25,000	25,000
FLOWERS IN THE VILLAGE	3,622	3,740	4,000
FARM MARKET	3,521	4,484	4,500
TREES & LANDSCAPING	-	-	3,000
INDUSTRIAL PARK DEVELOPMENT	-	795	2,000
BANNERS	420	1,845	4,000
CHRISTMAS DECORATIONS	2,788	2,788	3,000
ADVERTISING/PROMOTIONS	11,895	11,986	15,000
ADMINISTRATIVE	35	150	150
MISCELLANEOUS	-	-	500
DUES & SUBSCRIPTIONS	100	200	200
LEGAL & PROFESSIONAL	-	255	550
RENT FEES	1,200	1,200	1,200
MAINTENANCE & REPAIRS	-	-	500
DOWNTOWN SNOW REMOVAL	<u>22,176</u>	<u>15,351</u>	<u>15,351</u>
TOTAL EXPENDITURES	<u>81,683</u>	<u>147,533</u>	<u>245,151</u>
ENDING FUND BALANCE	<u>\$ 343,725</u>	<u>\$ 387,929</u>	<u>\$ 311,778</u>

Note: Downtown Improvements includes \$50K to Village for Hiawatha Project.



ROSCOMMON VILLAGE COUNCIL

2023 MEETING DATES

The Roscommon Village Council holds regular business meetings on the second Monday of each month unless changed by the Village Council. All meetings are held at the Village Hall, 702 Lake Street, Roscommon, MI 48653 at (7:00 P.M.) All meetings can be attended virtually by going to our website; www.roscommonvillage.com and click on the link

January 9th

February 13th

March 13th

April 10th

May 8th

June 12th

July 10th

August 14th

September 11th

October 9th

November 13th

December 11th

This notice is posted in compliance with PA 267 of 1976 as amended.



ROSCOMMON DOWNTOWN DEVELOPMENT AUTHORITY 2023 MEETING DATES

The Roscommon Downtown Development Authority hold regular business meetings on the third Monday of each month unless changed by the DDA. All meetings are held at the Village Hall, 702 Lake Street, Roscommon MI 48653 at (8:00 A.M.) All meetings can be attended virtually by going to our website:

www.roscommonvillage.com and click on the link

January 23rd	July 17th
February 27th	August 14th
March 20th	September 18th
April 17th	October 16th
May 15th	November 20th
June 19th	December 18th

This notice is posted in compliance with PA 267 of 1976 as amended.



ROSCOMMON PLANNING COMMISSION

2023 MEETING DATES

The Roscommon Planning Commission hold regular business meetings on the third Monday of each month unless changed by the Planning Commission. All meetings are held at the Village Hall, 702 Lake Street, Roscommon MI 48653 at (5:30 P.M.) All meetings can be attended virtually by going to our website:

www.roscommonvillage.com and click on the link

January 23rd	July 17th
February 27th	August 14th
March 20th	September 18th
April 17th	October 16th
May 15th	November 20th
June 19th	December 18th

This notice is posted in compliance with PA 267 of 1976 as amended.



ROSCOMMON CEMETERY BOARD

2023 MEETING DATES

The Roscommon Cemetery Board hold regular business meetings each quarter of the year unless changed by the Cemetery Board. All meetings are held at the Village Hall, 702 Lake Street, Roscommon Mi 48653 at (10:00 A.M.) All meetings can be attended virtually by going to our website:

www.roscommonvillage.com and click on the link

February 8th

August 9th

May 10th

November 8th

This notice is posted in compliance with PA 267 of 1976 as amended.



ROSCOMMON FIVE FAMILY 2023 MEETING DATES

The Village of Roscommon holds bi-annual Five Family (Village Council, DDA, Planning Commission, Economic Director & Village Manager) meetings to gather public input and to share current information twice a year unless changed by the Village Manager. All meetings are held at the Village Hall, 702 Lake Street, Roscommon Mi 48653 at (6:00 P.M.) All meetings can be attended virtually by going to our website:

www.roscommonvillage.com and click on the link

April 20th

October 19th

This notice is posted in compliance with PA 267 of 1976 as amended.



Employee Handbook

2023 Observed Holidays

The following shall be considered paid holidays for full-time employees of the Village. Village offices will be closed on these days.

New Year's Day (Sunday) Observed Monday January 2nd

Martin Luther King Jr. Day (Monday, January 16th)

President's Day (Monday, February 20th)

Good Friday (Friday, April 7th)

Memorial Day (Monday, May 29th)

Independence Day (Tuesday, July 4th)

Labor Day (Monday, September 4th)

Veteran's Day (Friday, November 10th)

Thanksgiving (Thursday, November 23rd)

Friday After Thanksgiving (Friday, November 24th)

Christmas Eve Day (Sunday, December 24th)

Christmas Day (Monday, December 25th)

If any of the above listed holidays falls on a Saturday, the paid holiday shall be on the preceding day. If any of the above listed holidays falls on a Sunday, the paid holiday shall be on the following day.

Employees who are required to work on a holiday shall be paid at a rate of one and one half their regular hourly rate for each hour worked in addition to the paid holiday.