



**Regular Meeting Agenda  
April 12, 2021 – 7:00 P.M.**

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

**2. Approval of Consent Agenda:**

Miller

- Approval of minutes of the March 8, 2021 Regular Council Meeting
- Approval of minutes of the March 15, 2021 Special Council Meeting
- Approval of minutes of the March 15, 2021 DDA Meeting
- Approval of minutes of the March 17, 2021 Planning Commission Meeting
- Approval of minutes of the March 17, 2021 Cemetery Board Meeting
- Approval of minutes of the March 17, 2021 Roscommon Area Recreation Authority (RARA)
- Approval of minutes of the March 22, 2021 Special Council Meeting
- Approval of minutes of the March 22, 2021 Special DDA Meeting
- Accept of DPW Director's March Report
- Accept of Sheriff's Report for March 2021
- Accept the Building & Zoning Report for March 2021
- 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**

- Council Rules & Procedures
- Discharge of Firearms, Bows, and Crossbows within the Village Limits
- Marijuana Ordinance Committee

Alden

Alden

Miller

**7. New Business**

- USDA Wastewater Loan Resolution
- Resolution to Authorize Issuance of Sanitary Sewer System Junior Lien Revenue Bonds
- USDA Water Loan Resolution
- Resolution to Authorize Issuance of Water System Junior Lien Revenue Bonds
- Water & Sewer USDA Compliance Review
- Village's Capital Improvement Plan
- Village Hall Rental Space

Alden

Alden

Alden

Alden

Alden

Alden

Alden

**8. Discussion Items**

- Roscommon Dog Park
- Delinquent Water & Sewer Numbers

Medina

Medina

**9. Public Acknowledgement (Two minutes per speaker)**

**10. Council Comments**

**11. Items for the Next Agenda**

**12. Adjournment**

## VILLAGE OF ROSCOMMON

Minutes of the March 8, 2021

Regular Council Meeting

President Michael Miller called the Regular Meeting to order at 7:00 PM. Members of the Council present: Michael Miller, Dan Fishel, Tony Medina, Angela Cook, Jared Osmond, and virtually were Maureen Ruddy and Heather Roemer. Others present - Manager Ron Alden, and Clerk Frances Dawson, Lance Cherven, Tammy Menghini. Several others present at the meeting and virtually. The Pledge of Allegiance was recited by all and an Invocation was given by Trustee Dan Fishel.

### CONSENT AGENDA

Moved by Fishel, seconded by Osmond to approve the Consent Agenda with the bills to be paid in the amount of \$81,877.81. Ayes: Ruddy, Fishel, Cook, Roemer, Medina, Miller, Osmond. Nays: None. The motion carried.

### REGULAR AGENDA

Moved by Medina, seconded by Cook, to approve the Regular Agenda. Ayes: Fishel, Ruddy, Roemer, Cook, Medina, Miller, & Osmond. Nays: None. The motion carried.

### MANAGER'S REPORT

Alden gave updates on:

USDA update. Bids will be in and researched this week. Request to have special meeting to approve water/sewer bids -

Motion for Monday – March 15 @ noon by Fishel, seconded by Cook. Cook, Ruddy, Fishel, Osmond, and Roemer can be present. Ayes: Cook, Miller, Ruddy, Fishel, Roemer, Medina, Osmond. Nays: none. Motion carried.

Still need to continue the let run on the water due to frost.

One Call phone system reached 85% of residences to inform them of the let run.

Update on 801 Lake St. - DDA has handed out 12 purchase packets. Deadline for packets return is Tuesday – March 9, 2021 @ 5:00 pm.

Gahaghan and compost deeds have been filed.

The paperwork to terminate the agreement with Waste Management has been started. They are charging us double what any other dumpster company would charge.

M-18 Walk way will have plaque and lighting done by later in the spring.

ROXY Committee has almost finished web site and submitted all of the paperwork to get the redevelopment ready status achieved.

DDA is looking to schedule an open house on all vacant buildings in the Village.

DDA is purchasing more benches this year to put around town.

Seven of the Townships contributed to the Food Drive for the Challenge.

May 1, 2021 will be the Community Clean up at the River Center. There will be a dumpster at the Compost site, with a shredder company at the Center. Lunch will be provided by the Rotary.

Update given on the Wastewater Lab. A few more places have contacted us about doing their testing. Grayling and Houghton Lake have already signed contracts for the Village to do their testing.

#### PUBLIC ACKNOWLEDEMENT ON REGULAR AGENDA ITEMS

##### UNFINISHED BUSINESS

The auditor from Baird, Cotter, & Bishop gave an overview on the Audit that was conducted in January 2021 for 2020. Everything came out good in the audit considering the past year with COVID slowing things down considerably.

The Village office has since gone thru old and outdated records and had them shredded.

Motion to accept Agreement for the Division Street Project from Roscommon County Road Commission by Fishel, seconded by Osmond. Ayes: Osmond, Fishel, Miller, Roemer, Medina, Cook, Ruddy. Nays: none. The motion carried. Project to be started around the first of June and to last about four weeks.

##### NEW BUSINESS

Review of Policies and Procedures of the Village that need to be updated and amended.

Motion to extend the 2021 Tax Collection for the Village of Roscommon to the end of February 2022 by Osmond, seconded by Fishel. Ayes: Ruddy, Medina, Fishel, Cook, Osmond, Miller, Roemer. Nays: none. Motion carried.

Motion to renew CD's for March 4, 2021 renewal and April 4, 2021 renewal with TCF Bank by Cook, seconded by Ruddy. Ayes: Roemer, Ruddy, Fishel, Cook, Medina, Osmond, Miller. Nays: none. Motion carried.

Hiawatha Amendment to the 2018-2022 Park, Recreation, & Open Space Master Plan. Plans are all submitted and filed with the State so that any future grants are easier to obtain.

##### DISCUSSION ITEMS

The Council has been given information and other ordinances so that they may update and renew our Firearms, Bows, Crossbows within the Village limits.

Medina had several ideas that he would like to see done with the Facebook page for the Village of Roscommon.

The Council was given information and other ordinances so that they may decide whether to proceed with the marijuana ordinance.

It has been decided to have a work session to discuss the Firearm and the Marijuana Ordinances on March 22, 2021 @ 7:00 p.m.

PUBLIC ACKNOWLEDGEMENT

Several people from the audience made comments and their opinions on the marijuana ordinance.

COUNCIL COMMENTS

Medina thanked everyone for coming out and reminded them of the Villages monthly meetings.

ITEMS FOR THE NEXT AGENDA

Firearm Ordinance, Policy & Procedures for Council, dog park, unpaid water bills, marijuana ordinance.

ADJOURNMENT

Moved by Fishel, seconded by Osmond to adjourn the meeting at 8:35 PM. All in favor. Hearing no objections, the motion carried.

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Michael Miller  
Village President

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Frances Dawson  
Village Clerk



## VILLAGE OF ROSCOMMON

Minutes of the March 15, 2021

### Special Council Meeting

Trustee Dan Fishel called to order the Special Meeting at 12:10 PM. Members of the Council present: Dan Fishel, Angela Cook, Jared Osmond, and virtually were Maureen Ruddy, Michael Miller, with Heather Roemer & Tony Medina not present. Others present - Manager Ron Alden, and Clerk Frances Dawson, & Lance Cherven. The Pledge of Allegiance was recited by all and an Invocation was given by Trustee Dan Fishel.

Motion by Osmond and seconded by Cook to award the USDA Grant Contract #1 – Water Distribution System to Elmer’s Crane and Dozer in the amount of \$3,044,207.00. Ayes: Cook, Miller, Ruddy, Fishel, Osmond. Nays: none. Motion carried.

Motion by Osmond and seconded by Cook to award the USDA Grant Contract #2 – Water Supply to Cole, Inc., in the amount of \$789,815.00. Ayes: Cook, Miller, Fishel, Ruddy, Osmond. Nays: none. Motion carried.

### ADJOURNMENT

Moved by Cook, seconded by Osmond to adjourn the meeting at 12:16 PM. All in favor. Hearing no objections, the motion carried.

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Michael Miller  
Village President

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Frances Dawson  
Village Clerk

ROSCOMMON DOWNTOWN DEVELOPMENT AUTHORITY  
BOARD MINUTES  
March 15, 2021

**Members Present:** CEO Ron Alden, President Thomas O'Brien, Secretary Sue Jock, Phil Weiler, Mike Walker, Crystal Brabant, Jessie Sharpe, Diane Love Suvada

**by Video Conference** Vice President Jim Anderson, Sue McFatridge, Tom Barber,

**Excused:** Treasurer Andrea Weiss, Peggy Kish

DDA Meeting Called to order at 8:00

**Others Present:** Beth Barber, Marcie Dankert, Kate and Bob Otwell, Lance Cherven.

No comments on the agenda

Motion by Phil Weiler to accept February minutes as presented, second by Jess Sharpe, motion approved.

(Thru 3/12/2021)

**TREASURER'S REPORT**

Cash on Hand		\$346,704.23
Deposits		\$10,000.00
Interest 2/28/21		\$2.53
New monthly S/C	\$	10.00
		\$356,696.76

Bills Approved Prior Month    Correction on Check #'s1163-1166(skipped #1162)

Ck #1163 Village of Roscommon (801 Lake St water bill)	\$40.86
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Ck #1164 RARA - AuSable River Center	\$300.00
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Ck #1165 Village of Roscommon-801 Lake St	\$3.60
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Ck #1166 Village of Roscommon-Benches	\$4,000.00
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Ck #1167 Tim Reilly (maintenance on 801 Lake St)	\$350.00
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Bills to be Approved

Ck #1162 Village of Roscommon (801 Lake St water bill)	\$40.86
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Ck #1168 Village of Roscommon (801 Lake St.-Gilroy's bill)	\$18.73
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Ck # 1169 Village of Roscommon (801 Lake St DTE bill)	\$157.89
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Ck #1170 Gro Green	\$6,825.00
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Ending Balance	\$349,304.28
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Motion by Ron Alden to accept treasurer's report as presented by, second by Tom Barber, treasurer's report approved.

**CORRESPONDENCE & PUBLIC COMMENT –**

MDA – Taking it to the Streets, Virtually Annual Spring Workshop, Friday, 3-26-21

**801 lake Street Presentations:**

- Butcher's Wife – Bulk Food Store: Kate Otwell's presentation for business included bulk foods, produce and meal kits. Overview of function and financials included as well as a build out timeline.

- Kirtland Cosmology School-Jim Goodrow approached Ron Alden who works for Baysore Beauty Academy. Looking for a new location, he stated his package is completed but not sent in at this time. It was questioned that Kirtland my by tax exempt. Phone discussion with Jim Goodrow, determined this is just in the data gathering phase so it is not an option at this time.
- Third business is a salon from Grayling and pending business proposition, salon, spray tanning, massage.

## COMMITTEE REPORTS

### Managers' Report –

- USDA bids are in, meeting later today to accept bids. Mike Walker inquired if there is anything else that needed to be piggy backed onto this project. Is there an ordinance that prohibits electrical lines that cross Lake and 5<sup>th</sup> Street. It was discussed in the 90's with the previous streetscape project. Motion made by Mike Walker that the council be reminded that an ordinance be developed to prohibited utility companies air rights and anything else currently existing be removed by utility company at their expense. Second by Phil Weiler. Motion carried.
- Let water run.
- Walkway to mission point. Specifically looking at some sample solar lights, waiting for more information.
- ROXY: couple meetings and all info submitted to the SOM for approval. They are also working on the open house for vacant buildings. Looking at June 5<sup>th</sup>.
- Community Spring Clean up day May 1<sup>st</sup>.

### Façade Grants: NONE

### Old Business:

- Website -Complete, currently being adjusted and items added.
- Veteran - Thank You for Serving banners – Looking for a student writer to write articles for veterans. Tom O'Brien suggested we pay a student \$30 for veteran's bios. All agreed.
- ROXY- Ready Redevelopment Community -Sent in to the State of Michigan.
- Snow removal tractor: Presentation by Lance Cherven on tractor purchase, service, and employees. Lance presented a machine that has the equipment, service contract, similar to item purchased in Grayling. Advantage to utilize employee base without adding FTE. Looking at removing the snowbanks downtown one block in each direction of the light. Will further discuss next month.
- Seasons – 801 Marketing
- M-18 Walkway Lighting- an email was submitted to Christopher Janisse (Consumers) for review to place solar lights on poles.
- Empty Building Event-to be hosted by ROXY

### New Business:

- Farmers Market: Marcie Dankert overview. Thoughts and ideas, music, removing picnic table as it impedes space and flow, add benches. Hand sanitizing stations are suggested by the farmers market association. Will discuss with the group charging a small fee. May 22 to Oct 9, 2021. Vender meeting April 13, 6:30 ARC. Permanent signage for the Farmers Market. Ron Alden made a motion to charge \$100/season \$10/per weekend, second by Diane Love Suvada, conversation to wait until Marcie has her Farmers Market meeting. Ron amended motion to charge or not charge at Marcie's discretion, second by Mike Walker, motion carried.
- Sawmill Refund-Initial email and no follow-up at this time. Mike Walker will contact Emily and Tyler again for end financials and timeline for dissolution of DDA Funds as requested by this



group. Phil Weiler stated the Sawmill office is occupied by county ID. Economic Development discussion to be placed on agenda for next meeting.

- Short and Long Term Projects review-to be added to next months agenda due to lack of time.
- 801 Lake Street— new owner approval. We will have a special meeting next week Monday, 8:00 am for final approval. Meeting notice will be posted.

**Liaison Reports:**

Village:

Township-

Chamber:

RARA:

Meeting Adjourned @ 10:03 , motion by Mike Walker second by Crystal Brabant, motion carried.

Next Regular DDA Meeting Monday, April 19<sup>th</sup>

Community Service day, May 1, 2021

Annual Report Due June 30, 2021



## Village of Roscommon

### Planning Commission Meeting Minutes 3/17/21

**Called to Order** at 2:11 P.M.

**Attendees:** Tim Legg, Tim Reilly, Fran Dawson

**Guest:** Ron Alden

**Public Comment:** None

**Old Business:** Manager Alden told the Planning Commission that the State of Michigan has approved the Amendment to the Roscommon Area Recreation Master Plan

**New Business:** Manager Alden said that the Village Council is in the process of updating many of the Village Ordinances. Some of the Ordinances can be handled by adjust our Zoning Plan. He gave the Planning Commission member copies of four Ordinance, # 17, #70, #39 & # 28 to review for the new meeting.

The Planning Commission meeting schedule for 2021 is 3/17/21, 5/5/21, 8/4/21, & 11/3/21, all starting at 2:00 P.M.

Meeting was adjourned at 2:45 P.M.



Village of Roscommon  
Cemetery Board of Trustees  
March 17, 2021  
10:00 AM

Members Present: Mark Larsen and Frances Dawson and Ron Alden. Absent: June Karjailinen.

Pledge

Ron gave an update and estimate on the road end posts/lighting and installation. One tree in the old section that needs to come down and one that is possibly going to be carved into something appropriate for the cemetery. Ron had an update from Dave Kelley that he would continue to mow and maintain grounds but will have to charge a bit additional for the new section. He is to get an updated estimate of the costs.

We all talked about resealing the black top drive in as Mark says it is getting old and tore up.

Still waiting on fencing as prices have gone up 35%.

Frances and Mark are not interested in going to Convention this year. Possibly make it every three to four years. We will continue with Membership for the MAMC.

A new area of the Cemetery has been mapped out and will give the Village an additional 128 lots for burials.

Next Meeting: May 5, 2021

Adjourned 11:45 AM.



## Roscommon Area Recreation Authority (RARA)

March 17, 2021

The meeting was called to order by Chair S. Jock at 7:02 p.m. at the AuSable River Center.

**Board Members Present:** S. Jock, C. Allen, D. Smitz, C. Hutek (video), S. Hinds, K. Williams (video) Excused: E. Hart

**Guests:** Pat Riss (CRAF Center), Tracy Bosworth and Tom Dale (Gahagan Nature Preserve) Sean Brabant and Jason Sharpe (Roscommon Canoe Classic), Video: Pam Tucker (Christmas in the Village)

**Public Comment:** None

Minutes of the January 27, 2021 meeting was approved as presented, motion D. Smitz, 2<sup>nd</sup> S. Hinds, motion carried.

Treasurer Report – Attached. Motion to approve as presented C. Allen, 2<sup>nd</sup> K. Williams, motion carried.

Payment of Bills: Profit & Loss Statement through 03/15/2021 attached.

Correspondence: None

New Business:

- Village Website – Village of Roscommon has a new website, under the Economic Development tab there is a link for RARA, with links to RARA entities, includes contact information and RARA minutes.
- AuSable River Center – Virtual Tour – Watched by many, with only a few comments, none of which gives us direction.
- 2021 Farmers Market – The Market will open May 22 and run through October 2021. They have asked for better access to the storage shed, sound system, and benches; trading with flowers, general discussion, they have a meeting in April 13<sup>th</sup>.
- Grounds Maintenance CRAF Center, Metro Park, AuSable River Center- We have received a fair bid from Twin Oaks Landscaping, cutting grass at three locations as needed, will go with it for 2021 but need a long term plan for grounds and building maintainance.
- Community Clean-up May 1, 2021 – Working together area groups that include the Roscommon DDA, Rotary Club, Boy Scouts and community volunteers will be doing Community Clean-up from 9:00 a.m. til noon. Meet at the AuSable River Center, and be assigned designated areas in the Village. Roscommon Rotary will grill hot dogs at the River Center following clean-up.
- Metro Park Design-Court Layout Bid Costs – We have received a bid of \$16, 000 for fencing that would enclose pickle / basketball courts. Area prices for building/construction material are skyrocketing, and it looks like the trend will continue. The Splash Pad might be a better option to begin with.

Old Business:

- Metro Park Playground Equipment – Piece installation is scheduled for June 5<sup>th</sup>, Roscommon Rotary will assist.
- Scavenger Hunt – The Tisdale Trail Scavenger Hunt went well, very cold, positive feedback from participants. We will repeat this event next year.
- Roscommon Canoe Classic Events – Sean Brabant and Jason Sharpe – Scheduled for May 8-9. A one-day (May 8) liquor license has been secured, BC Pizza has offered to donate pizza to the racers. S. Hinds can procure the beer; fund raiser for ARC. P. Riss is looking into a system for music and announcements. There will activities for the children that will include corn hole, pelts from Gahagan, etc. Awards will be presented between 1:30 and 2:00 p.m., Contestants will be registering online. Live music and food truck for others to eat.
- Tisdale Trail Grooming – Season is complete. There will be a roundtable discussion to discuss season and plan for 2021-22.
- RARA Director Position – The position will be reposted.



**Member Comments/Reports**

**Christmas in the Village (CIV)** – .P. Tucker – January Pastie sale went well.

**AuSable River Center** – S. Jock – Renovations in the 'Fire Place Room' will include gas logs, painting the walls and trim, and re-flooring the entire building. Renovations will be covered by a \$10,000 grant.

**CRAF Center** – P. Riss – All aspects running smoothly.

**Gahagan Nature Preserve**- T. Bosworth – Land swap with the Village of Roscommon is complete. This will give more space for parking, including buses. There are currently no 2021 summer camps or field trips scheduled due to Covid-19 and area schools trying to catch up. Needs include procuring a mulcher; mulch the trails, trail and parking lot lights.

**FUTURE FUNDING AND IDEAS**

- RARA Webpage – May 2021
- Next meeting May 19, 2021

Adjourn – Motion to adjourn C. Allen, 2<sup>nd</sup> D. Smitz. Meeting adjourned at 8:07 PM. The next meeting is May 19, 2021.

Respectfully submitted,  
Connie Allen, Secretary

9:21 AM  
03/15/21  
Accrual Basis

Roscommon Area Recreation Authority  
**Balance Sheet**  
As of December 31, 2021

	Dec 31, 21
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Chase Checking	29,333.05
Chase Savings	50,046.76
Total Checking/Savings	79,379.81
Other Current Assets	
Undeposited Funds	23.00
Total Other Current Assets	23.00
Total Current Assets	79,402.81
<b>TOTAL ASSETS</b>	<b>79,402.81</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Payroll Liabilities	
State Withholding Payable	336.08
Total Payroll Liabilities	336.08
Total Other Current Liabilities	336.08
Total Current Liabilities	336.08
Total Liabilities	336.08
Equity	
Opening Balance Equity	55,869.86
Unrestricted Net Assets	19,868.72
Net Income	3,308.15
Total Equity	79,086.73
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>79,402.81</b>

9:20 AM

02/15/21

Accrual Basis

**Roscommon Area Recreation Authority**  
**Profit & Loss**  
 January through December 2021

	CRAF Center	RARA	River Center	TOTAL
MindBody, INC				
Credit Card Charges	352.49	0.00	0.00	352.49
Kellan Systems	84.00	0.00	0.00	84.00
MB Monthly Fee	497.25	0.00	0.00	497.25
Total MindBody, INC	933.74	0.00	0.00	933.74
Operations				
Advertising	0.00	87.00	0.00	87.00
Books, Subscriptions, Reference	64.47	0.00	50.06	114.53
Printing and Copying	59.97	0.00	0.00	59.97
Supplies				
Key Fobs	1,020.00	0.00	0.00	1,020.00
Supplies - Other	202.36	0.00	0.00	202.36
Total Supplies	1,222.36	0.00	0.00	1,222.36
Web Services	68.75	184.99	0.00	253.74
Operations - Other	104.68	458.36	0.00	563.04
Total Operations	1,526.23	730.35	50.00	2,306.58
Salaries & Wages				
Payroll Expenses				
Net Pay Expense	-8,173.52	0.00	0.00	-8,173.52
Payroll Expenses - Other	1,526.58	0.00	0.00	1,526.58
Total Payroll Expenses	-4,546.99	0.00	0.00	-4,546.99
Salaries & Wages - Other	18,882.43	0.00	0.00	18,882.43
Total Salaries & Wages	14,235.47	0.00	0.00	14,235.47
Snow Plow				
CRAF Center	1,179.70	0.00	0.00	1,179.70
Total Snow Plow	1,179.70	0.00	0.00	1,179.70
Tiadala	0.00	742.34	0.00	742.34
Utilities				
CRAF Electric	3,057.54	0.00	0.00	3,057.54
CRAF Gas	7,003.87	0.00	0.00	7,003.87
CRAF Phone / Internet Service	434.18	0.00	0.00	434.18
CRAF Refuse/Recycle	237.00	0.00	0.00	237.00
CRAF Water	553.92	0.00	0.00	553.92
Metro Park Electric	0.00	111.56	0.00	111.56
Metro Park Water	0.00	119.53	0.00	119.53
River Center Electric	0.00	0.00	479.16	479.16
River Center Gas	0.00	0.00	711.84	711.84
River Center Phone / Internet	0.00	0.00	153.94	153.94
River Center Water	0.00	0.00	137.92	137.92
Total UTILITIES	11,286.49	231.09	1,482.86	13,000.44
Vending Machine Goods	88.32	0.00	0.00	88.32
Total Expense	33,827.55	1,856.88	2,280.30	37,974.73
Net Ordinary Income	1,535.33	1,363.12	309.70	3,208.15
Net Income	1,535.33	1,363.12	309.70	3,208.15

9:29 AM

03/16/21

Accrual Basis

**Roscommon Area Recreation Authority**  
**Profit & Loss**  
 January through December 2021

	GRAF Center	RARA	River Center	TOTAL
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
Concert Series Income				
Grant	0.00	2,850.00	0.00	2,850.00
Total Concert Series Income	0.00	2,850.00	0.00	2,850.00
Direct Public Support				
Alumni Association	900.00	0.00	0.00	900.00
Total Direct Public Support	900.00	0.00	0.00	900.00
Donations				
Tisdale Trail	0.00	380.00	0.00	380.00
Total Donations	0.00	380.00	0.00	380.00
Event Rental				
Room Rental - 151/145	3,495.00	0.00	0.00	3,495.00
Total Event Rental	3,495.00	0.00	0.00	3,495.00
Investments				
Interest-Savings, Short-term CD	3.88	0.00	0.00	3.88
Total Investments	3.88	0.00	0.00	3.88
Lease Payments				
Art Sigmund	0.00	0.00	1,050.00	1,050.00
REHCO	0.00	0.00	400.00	400.00
Blue Sky Counseling	450.00	0.00	0.00	450.00
Carling Touch Nursing	500.00	0.00	0.00	500.00
COOR ISD	8,000.00	0.00	0.00	8,000.00
Higgins Lake Property Owners	0.00	0.00	500.00	500.00
Northport Physical Therapy	2,850.00	0.00	0.00	2,850.00
Rosco Higgins Trail Cruisers	0.00	0.00	240.00	240.00
Sheriff Auxiliary	450.00	0.00	0.00	450.00
Lease Payments - Other	0.00	0.00	300.00	300.00
Total Lease Payments	10,650.00	0.00	2,590.00	13,240.00
Membership Income				
Group Memberships				
Gerrish Township Group	525.00	0.00	0.00	525.00
Lear Corp Group	150.00	0.00	0.00	150.00
Mid Michigan Health Group	450.00	0.00	0.00	450.00
Munson Health Group	675.00	0.00	0.00	675.00
Roscommon County	750.00	0.00	0.00	750.00
Total Group Memberships	2,550.00	0.00	0.00	2,550.00
Insurance Income	2,415.00	0.00	0.00	2,415.00
Key Fobs	710.00	0.00	0.00	710.00
Membership Dues	12,597.00	0.00	0.00	12,597.00
Walk-ins	422.00	0.00	0.00	422.00
Total Membership Income	18,694.00	0.00	0.00	18,694.00
Monthly Rental				
Clogging	40.00	0.00	0.00	40.00
Karate	80.00	0.00	0.00	80.00
Total Monthly Rental	120.00	0.00	0.00	120.00
Other Types of Income				
Insurance Claims	1,465.00	0.00	0.00	1,465.00
Total Other Types of Income	1,465.00	0.00	0.00	1,465.00
Vending Machine Sales	135.00	0.00	0.00	135.00
Total Income	35,482.88	3,230.00	2,590.00	41,282.88
<b>Gross Profit</b>	35,482.88	3,230.00	2,590.00	41,282.88
<b>Expense</b>				
Awards and Grants	172.00	0.00	0.00	172.00
Building Expense				
Digital Sign	293.76	0.00	0.00	293.76
General Maintenance	25.07	0.00	307.41	332.48
Janitorial Supplies	254.29	0.00	0.00	254.29
Misc Decor	231.49	163.10	440.03	834.62
Plumbing Services	11.99	0.00	0.00	11.99
Building Expense - Other	2,465.00	0.00	0.00	2,465.00
Total Building Expense	3,281.60	163.10	747.44	4,192.14
Instructor Pay				
Cardio Drumming	125.00	0.00	0.00	125.00
Kick Start	420.00	0.00	0.00	420.00
Pound	210.00	0.00	0.00	210.00
Silver Sneakers	375.00	0.00	0.00	375.00
Total Instructor Pay	1,130.00	0.00	0.00	1,130.00



## VILLAGE OF ROSCOMMON

Minutes of the March 22, 2021

Special Council Meeting

President Mike Miller called the Special Meeting to order at 6:45 PM. Members of the Council present: Dan Fishel, Angela Cook, Jared Osmond, Tony Medina, Heather Roemer and virtually were Maureen Ruddy. Others present - Manager Ron Alden, Clerk Frances Dawson, Lance Cherven (virtually) and Tammy Menghini. The Pledge of Allegiance was recited by all and an Invocation was given by Trustee Dan Fishel.

Motion by Fishel and seconded by Cook to accept the Special Agenda. Ayes: Osmond, Fishel, Miller, Roemer, Medina, Cook, and Ruddy. Nays: none. Motion carried.

Motion by Fishel and seconded by Roemer to approve the USDA Water & Wastewater Improvement Project Bids for:

Contract 1 (Water) Elmers Crane & Dozer, Inc. in the amount of \$3,093,057.00

Contract 2 (Water) Cole, Inc. in the amount of \$789,815.00

Contract 1 (Sewer) Sterling Excavation in the amount of \$1,438,318.00

Contract 2 (Sewer) RCL Construction in the amount of \$3,244,600.00

Ayes: Cook, Miller, Ruddy, Fishel, Roemer, Medina, Osmond. Nays: none. Motion Carried.

### ADJOURNMENT

Moved by Medina, seconded by Cook to adjourn the meeting at 6:53 PM. All in favor. Hearing no objections, the motion carried.

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Michael Miller  
Village President

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Frances Dawson  
Village Clerk

**ROSCOMMON DOWNTOWN DEVELOPMENT AUTHORITY  
SPECIAL MEETING  
BOARD MINUTES  
March 22, 2021**

**Members Present:** CEO Ron Alden, President Thomas O'Brien, Phil Weiler, Mike Walker, Crystal Brabant, Jessie Sharpe, Diane Love Suvada, Peggy Kish,

**Video Conference** Vice President Jim Anderson, Tom Barber, Secretary Sue Jock

**Excused:** Treasurer Andrea Weiss, Sue McFatridge,

**Absent:**

DDA Meeting Called to order at 8:04

**Others Present:** Beth Barber, Kate Otwell.

Purpose of meeting is for 801 Lake Street business proposal.

Feedback:

Discussion was held in regards to application submission from the Butchers Wife. Types or specific avenues for sale was discussed, such as a traditional buyer's agreement, private funding, lease purchase agreements. The groups' objective had a theme of orchestrating a sale with assurances in place that the building would have improvements completed in a suitable timeline and occupancy of viable candidate to execute sale. Pricing and structuring options were discussed and the following motion was made:

Part "A" - Motion by Tom OBrien for a lease purchase agreement for 801 Lake Street with **The Butcher's Wife** with the following to be included: One dollar (\$1.00) lease agreement up to 12-month period with a purchase price of \$80,000. Work to be completed within one year and \$40,000 minimum improvements to the building is the stipulation. At this time 801 Lake Street would also be eligible for a façade grant. **The Butcher's Wife** responsible (triple net lease) for all utilities and taxes. This negation is to be written by an attorney and signed by the DDA President.

Part "B" - Cash offer option for 801 Lake Street with **The Butcher's Wife** with the following to be included: Purchase price of \$80,000. A written insurance and time line would to be required that \$40,000 minimum improvements will be completed to the building. The project would not be eligible for a façade grant. This negation is to be written by an attorney and signed by the DDA President, second by Phil Weiler, motion carried.

Kate Otwell needs to discuss with her investment group, they are wanting the building as part of their security.

Motion by Ron Alden the DDA allows Tom O'Brien to oversee the agreement and approve it, second by Phil Weiler, motion carried.

Kate Otwell will get with investors and respond by later this week.

Motion by Mike Walker second by Jess Sharpe to adjourn, motion carried at 9:17.

**ROSCOMMON DOWNTOWN DEVELOPMENT AUTHORITY  
SPECIAL MEETING  
BOARD MINUTES  
March 22, 2021**

**Members Present:** CEO Ron Alden, President Thomas O'Brien, Phil Weiler, Mike Walker, Crystal Brabant, Jessie Sharpe, Diane Love Suvada, Peggy Kish,

**Video Conference** Vice President Jim Anderson, Tom Barber, Secretary Sue Jock

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Kate Otwell needs to discuss with her investment group, they are wanting the building as part of their security.

Motion by Ron Alden the DDA allows Tom O'Brien to oversee the agreement and approve it, second by Phil Weiler, motion carried.

Kate Otwell will get with investors and respond by later this week.

Motion by Mike Walker second by Jess Sharpe to adjourn, motion carried at 9:17.

## **DPW Report for April 2021 Council Meeting**

Here are some of the key points I would like to take time to acknowledge.

- Update on Well #3: We had the well company come back and camera the well again. While doing so it was found that at 167' there was a hole in the casing allowing ground water and other debris into the casing. They feel this is where the positive test results were coming from. We are working with the engineering firm and well company to determine the best fix, they are hoping to be able to roll this into the USDA project.
- We have been working on getting our spring clean up taken care of. All the sidewalks have been swept in the downtown area. The road commission will be coming into town and taking care of sweeping all of downtown, the last week in April and first week of May I have a broom rented to sweep all our streets.
- With the USDA project starting soon I will be having the crew begin flushing hydrants the month of April instead of May like normal. We will be sending out a one call notice when this begins.
- USDA Project Update: We have gotten all bids back, water side they came in slightly under budget, with Team Elmer's getting the watermain replacement and Coal Inc. getting the new Well house project. The sewer side came in slightly under as well giving us the opportunity to add new pumps at 3 of the oldest lift stations. Avery construction got the sewer lining project with RCL construction getting the work at the sewer plant and lift stations.
- The bathrooms at Wallace park will be opening the end of this month as long as we continue to have nice weather.
- The Mdot (Division St.) project is scheduled to begin June 1<sup>st</sup>, this can only happen as long as we have the new watermain installed down there prior to June 1.

As always feel free to contact me with question or concerns.

Thank You Kindly,

Lance Cherven

DPW Director



Mar-21 **Additional Village Activity**

Hours 6

Criminal Complaints

Non Criminal Complaints 4

Traffic Stops 2

Verbal Warnings 2

Citations

OWI Arrests

Other Arrests

Accidents 0

Assist EMS 1

Other Assignments

**Type of Complaints Handled**

**Arrests**

D- ATL/ RIVERFOREST APTS X2

D- TRAFFIC COMPLAINT/ STATE ST

D- POSSIBLE SCAM/ MAIN ST

D- SUSPICIOUS SITUATION/ RIVER FOREST APTS

P- EMS ASSIST/ RIVER FOREST APTS

Village Patrol		Mar-21			Activity Report to Village of Roscommon Village Patrol Paid Hours
Mileage	=	3836			<u>Details</u>
Hours	=	76			
Stops	=	17			
VW	=	23			
Citations	=	1			
Criminal	=	9			
Non Criminal	=	12			
Report Writing		15			
Accidents	=	0			
Arrests	=	6			
Contacts	=	186			
Prop. Check	=	68			
Liquor Inspections	=	11			

#### **ARRESTS**

Domestic X2  
Probation Violation  
Warrant Arrest

#### **Complaints**

D- CIVIL MATTER/ PINECREST  
D- FRAUD COMPLAINT/ SHERWOOD  
D- DOMESTIC/ RIVER FOREST APTS  
D- ASSAULT COMPLAINT/ GREENS TAVERN  
P- WARRANT ARREST/ ROSH  
D- SUICIDAL SUBJECT/ RIVER FOREST APTS  
D- STALKING-PPO/ HILLTOP APTS  
D- SUSPICIOUS SITUATION/ RIVER FOREST APTS  
D- ATL/ GREENS-TALL PINES TRL  
P- GENERAL ASSIST/ LAKE ST  
D- LARCENY/ S 5TH ST  
D- NATURAL DEATH/ HILLTOP APTS  
D- DOMESTIC/ S SECOND ST  
D- SUICIDAL JUVENILE/ TRANSPORTED TO GMH  
D- UNRULY JUVENILE/ JUVENILE DETENTION CENTER  
D- PANIC ALARM-MDOP/JUVENILE DETENTION CENTER



*~ Working For a Brighter Future ~*

# Village of Roscommon

702 Lake Street • P.O. Box 236 • Roscommon, Michigan 48653  
Telephone (989) 275-5743 • Fax (989) 275-5998

March 31, 2021

**BUILDING AND ZONING REPORT FOR THE MONTH OF March 2021.**

3/3/2021: Issue sign permit 403 N. 5<sup>th</sup> St.  
3/10/2021: Issue letter for non-conforming use at 209 4<sup>th</sup> St.  
3/17/2021: Final inspection 110 S. 7<sup>th</sup> St  
3/24/2021: Review preliminary plans for 801 Lake St. Review plans for a retaining wall at 1107 St. Helen St.  
3/31/2021: Issue building permit for 302 S. 5<sup>th</sup> St.

Respectfully Submitted,



James R. Letts  
Building Official and Zoning Administrator

*"This institution is an equal opportunity provider."*

*TDD (800) 649-3777*

**ROSCOMMON, MICHIGAN • INC. 1885**