



**Regular Meeting Agenda  
July 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 June 14 10, 2021 Regular Council Meeting
- Approval of minutes of the June 21, 2021 DDA Meeting
- Approval of minutes of the May 17, 2021 RARA Meeting
- Accept of Sheriff's Report for June 2021
- Accept the Building & Zoning Report for June 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**

- Marijuana Ordinance Committee Update
- USDA/Division Street Project Update
- Sidewalk Resolution – Brooks Street
- USDA Authorization for Payment
- USDA Change Order #2
- Sterling Payment NO. 1 - \$386,247.03
- Elmer's Payment NO. 1 - \$1,122,446.09

Cook  
Cherven  
Alden  
Alden  
Alden  
Alden  
Alden

**7. New Business**

- Food Truck
- Student DDA Member

Medina  
Alden

**8. Discussion Items**

- Village Treasurer Salary/Hours

Delodge

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

**10. Council Comments**

**11. Items for the Next Agenda**

**12. Adjournment**



## VILLAGE OF ROSCOMMON

Minutes of the June 14, 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, Maureen Ruddy, and Heather Roemer virtually from Whitecloud, Michigan. Jared Osmond was absent. Others present - Manager Ron Alden, and Clerk Frances Dawson, Lance Cherven, Tammy Menghini. Others present at the meeting were Carrie Talarico. The Pledge of Allegiance was recited by all and an Invocation was given by Trustee Dan Fishel.

### CONSENT AGENDA

Moved by Cook, seconded by Medina, with the exclusion of the May 2021 RARA minutes and with the bills to be paid in the amount of \$65,182.56. Ayes: Ruddy, Fishel, Cook, Roemer, Medina, & Miller. Nays: None. The motion carried.

### REGULAR AGENDA

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

### MANAGER'S REPORT

Alden gave updates on:

Happy Flag Day.

801 Lake St. – DDA revised contract – due to lumber and remodel costs being so high – and the Agreement should be signed next week.

The USDA work is going well – there are updates on the work and progress on the Village website.

Consumers Energy had a representative here and informed Mr. Alden that the Village, especially with the grant work being done, that they are eligible for significant funding from Consumers Energy under their community improvement efforts.

802 Lake St. – They have met with Building Inspector and hope to open soon. Waiting on Liquor License.

The Ballard's at the Boardwalk Restaurant will be closing on Wednesday.

M-18 Walkway dedication is scheduled for July 8, 2021 @ 1:30 pm.

The Beautification Committee has all of the flowers planted around town and everything is going well.

The COOR Work Program will be starting up next week.



RARA has the Dog Park on their schedule to start working on soon.

Joyce Dixon – RE: Human Trafficking will be speaking on the matter in July at the pavilion at the CRAF Center.

The food distribution will be Saturday, June 26, 2021.

#### PUBLIC ACKNOWLEDEMENT ON REGULAR AGENDA ITEMS

Carrie Talarico would like to invite a few of the employees from Mission Point to the dedication of the M-18 Walkway.

#### UNFINISHED BUSINESS

Cook gave an update on the Marijuana Committee meeting. They are meeting on June 21, 2021 at Village Hall and will have meetings every third Wednesday of the month until the Ordinance is written.

Medina inquired if the Planning Commission is involved and was informed that yes, Roemer is on the Planning Commission. The Planning Commission will come in when they talk about Zoning and where the business should be allowed.

The Fleis & Vandenbrink lease for the office will be signed soon and they are using the office.

Cherven gave a USDA update. They are tying in now to the new system in some areas and will continue on according to plan. Up dates on the construction are on the Village Web Site. The Division Street project is all done. Chlorine is at the absolute minimum because the lines are being flushed more.

Motion by Cook, seconded by Fishel to purchase, with the DDA paying half, the Multi-use Snow Removal Machine on a 5 year plan. Ayes: Ruddy, Fishel, Cook, Medina, Miller. Nays: none. Motion carried.

#### NEW BUSINESS

Motion by Miller, seconded by Fishel to amend Village Sewer Ordinance according to EGLE specifications as written and allow Cherven and Alden to negotiate to fit those specifications. Ayes: cook, Miller, Ruddy, Fishel, Medina. Nays: none. Motion carried.

Motion by Cook, seconded by Ruddy, to approve new Nuisance Ordinance. Ayes: Ruddy, Fishel, Cook, Miller. Nays: Medina. Motion carried.

Motion by Fishel, seconded by Cook to approve the Tax L-4029 which states tax milage. Ayes: Fishel, Ruddy, Cook, Medina, Miller. Nays: none. Motion carried.

New Sidewalk Resolution tabled until July meeting.

#### DISCUSSION ITEMS

Medina expressed several concerns about the Hiawatha property. It was determined that one or two items could be taken care of but not all because of grants and funding to improve the property.



#### PUBLIC ACKNOWLEDGEMENT

Carrie Talarico commented on kids playing and walking in the streets where there are no sidewalks.

Medina thanked Maureen Ruddy for writing and obtaining a grant for the Community Garden. Fishel expressed his respect and admiration for the DPW and Office crew for their hard work and dedication to improving the Village.

Miller commented on the Council and DPW/Office for their dedication thru the last year. Fishel stated that the Senior Center will be opening for sit down meals very soon.

#### COUNCIL COMMENTS

Miller would like to put together a community picnic and Cook is talking about a Welcome Packet for new residents.

#### ITEMS FOR THE NEXT AGENDA

Sidewalk Resolution, Hiawatha, marijuana committee ordinance, USDA updates, Food trucks.

#### ADJOURNMENT

Moved by Fishel, seconded by Ruddy to adjourn the meeting at 8:45 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**  
**June 21, 2021**

**Members Present:** CEO Ron Alden, President Thomas O'Brien (2), Vice President Jim Anderson (3), Treasurer Andrea Weiss (2), Secretary Sue Jock (3), Sue McFatridge (4), Jessie Sharpe (4), Peggy Kish (Resident) (2), Tom Barber (1), Phil Weiler (1), Diane Love Suvada (4)

**Excused:** Mike Walker (1), Crystal Brabant (4)

**Absent:**

**Others Present** Marcie Dankert, Doug Hodges

No comments on the agenda

Motion by Jess Sharpe to accept May minutes and June 7<sup>th</sup> Special meeting as presented, second by Ron Alden, motion approved.

**(Thru 6/18/2021)                      Treasurer's report**

Cash on Hand	\$377,379.31
Deposits    Farm Market vendors	\$1,820.00
Voided check #1182	\$188.86
	\$379,388.17

***Bills Approved Prior Month***

<i>Ck #1186 Express Copy</i>	\$265.00
<i>Ck #1187 Village of Roscommon(in lieu of Ck #1182)</i>	\$55.26
<i>Ck #1188 Heritage Broadcasting Company (MFMF)</i>	\$1,755.00
<i>Ck #1189 Cadillac Company(MFMF)</i>	\$540.00
<i>Ck #1190 Roscommon Fireworks</i>	\$2,000.00

***Bills to be Approved***

<i>Ck #1191 Village of Roscommon (801 Lake St water bill)</i>	\$47.21
<i>Ck # 1192 Village of Roscommon(Consumer Energy-801 Lake St</i>	\$61.89
<i>Ck #1193 Village of Roscommon (DTE 801 Lake St)</i>	\$35.34
<i>Ck #1193 Marcie Dankert</i>	\$400.00
<i>Ck #1194 Higgins Township–Reimburement for overpayment 2020 taxes)</i>	\$6,008.11
<i>Ck #1195 Village of Roscommon-Fieb's Plumbing-801 Lake St</i>	\$175.00

Ending Balance	\$368,045.36
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Motion by Tom Barber to accept treasurer's report as presented, second by Ron Alden, treasurer's report approved.

**CORRESPONDENCE & PUBLIC COMMENT** – None

**COMMITTEE REPORTS**

**Managers' Report –**

- Meeting at AuSable River Center with thanks for the invitation
- Final lease for 801 Lake Street will be signed this week.



- Deed swap for the property with GNP still at attorney's, he is busy.
- Met with Jim Minthorn from Consumers Energy on energy use and discussing opportunities for energy grants, programs.
- Meeting with Matt Myer, met with building inspector, planning on proceeding with opening late summer.
- Lisa and Matt Ballard closed on boardwalk last week hoping to open the Beachwood Café.
- Judy Winford-possible birth center and purchased Jenkins Eye building.
- COOR Summer program, work with a mentor, 4 days a week for 6 weeks.
- Consumers 2-7pm decrease electric usage is still available.
- September 11 is next hazardous waste pick up.
- Human trafficking presentation June 26<sup>th</sup> CRAF 1-3.
- This Saturday food distribution at the school bus garage.
- Student Representative: August-June, same student, working with HS staff on options. Collaborative networking between Village and school district. Motion made by Tom Obrien to appoint a student representative with voting rights to the DDA Board, second by Andrea Weiss, motion approved.

**Farmers Market:** The year has started off great averaging 27-30 vendors with 10 to 12 new vendors. Very busy, vendors are doing well. Collected \$2,500 in vendor fees. July 3<sup>rd</sup> is themed; July 17 is Christmas at the Market. Market manager stipend is average \$9.45, suggesting that amount be increased to \$3,000. Motion made by Jim Anderson to increased stipend amount to \$3000 retroactive, second by Sue Jock. Tom Barber suggested we set up more of a business plan. Contacted by the MFMA for signage. Currently not a member. Roll call vote, motion approved. Sue Jock discussed a land use agreement with Frontier for parking lot usage. Farm Market sign up, shingles to be replaced by Tom Barber.

#### **Façade Grants:**

##### **Old Business:**

- 801 Lake Street lease update- see above
- Veteran - Thank You for Serving banners-Jerry Medina banner was installed
- ROXY- Ready Redevelopment Community - -Waiting to hear back from The SOM. Rising Tide certificate-
- M-18 Walkway Lighting-Consumers approved 2 LED lights as long as they are mounted 40" below the lower communication lines.
- Walkway dedication-July 8<sup>th</sup>, Thursday 1:30.
- AuSable Center dead tree was approved up to \$3,000. Ron Alden is still working on quotes.
- The DDA owns the two lots west of the AuSable River Center where the train tracks are located. Motion by Jim Anderson, second by Phil Weiler to transfer ownership to RARA. Sue Jock will present at next RARA, motion approved.

##### **New Business:**

- Annual Report-will be done this week. Next annual meeting is scheduled for October with Village, Roxy, Zoning, Planning and DDA.



- Fireman's Memorial Festival- Doug Hodges requesting additional funds for the upcoming Festival. Requesting parade sponsorship in the amount of \$6,000. Motion made by Jim Anderson, second by Ron Alden, roll call vote, motion approved. Sue Jock suggested vinyl banner EVENT SPONSORED BY DDA.
- MDA – American Rescue Plan Act pandemic funds request, for helping small businesses, we will keep this on the agenda if something comes up.
- Snow removal tractor \$140,000, \$15,000 for 5 years-approved by the DDA and Village.

#### **Future Projects**

- New economic development position – this will be moved to new business next month. Need to define grant writer position
- High School student DDA member- see above
- Purchase Chase Bank Property, was suggested by a local realtor. Discussion on options, and use, control of the parking would be very helpful for area businesses.
- Frontier property-enter into a land use contract for future events.

#### **Liaison Reports:**

**Village:** 4<sup>th</sup> of July Parade is 7pm. Welcome baskets for new business or village residents. EDC does that with the Chamber.

#### **Township-**

**Chamber:** Art Festival July 10<sup>th</sup>. Very successful appreciation day.

**RARA:** In conjunction with Rotary a matching grant for \$5,000 playground additions, \$17,000 total

Next DDA Meeting – Monday, July 19th.

Meeting Adjourned @ 9:42, motion by Jim Anderson second by Andrea Weiss, motion approved.





## **Roscommon Area Recreation Authority (RARA)**

### **May 19, 2021**

The meeting was called to order by Chair S. Jock at 7:00 p.m. at the AuSable River Center.

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

**Guests:** Ben Talarico (New RARA Director), Tom Barber (Village Resident)

**Public Comment:** None

**Minutes** of the March 17, 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> C. Hutek, motion carried.

**Correspondence:** None

#### **New Business:**

- New RARA Director – Ben Talarico began 4/26/2021. He has been working with S. Jock familiarizing himself with RARA entities, staff, and procedures. Ben is exploring the many options available on promoting RARA in the area. Ben also discussed using Mind Body attributes for employee time clock, insurance charges and more.
- CRAF Center sealcoating - Two bids were received. C. Allen motioned, 2<sup>nd</sup> D. Smitz to accept the bid from Great Lakes Asphalt Sealcoating in the amount of \$2,993. Motion carried.
- RARA Website – B. Talarico discussed plans to have one new website incorporating all RARA entities. This would include calendars, event postings, and links to each entity.
- Brain Storming Session, future activities, events, upgrades –
  - Promote RARA and its contributions to the community by marketing what we provide to the community, to include: Music (providing BMI license), Summer Programs (Gazebo Concert Series, Farm Market) Tisdale Trail (grooming). Bring in what we offer now.
  - Provide programs for adults and children with disabilities, and veterans.
  - Offer day camps by establishing a parent/adult volunteer base.
  - Market the partnership with Gahagan Nature Preserve.
  - Design brochures, posters and signage to include a QR code to take users to our webpage.
  - Offer activities and events such as Pictures with Santa in the newly remodeled/decorated Fireplace Room at the AuSable River Center, Paint and Wine (take and paint), post rooms for rent.
  - Prepare a public service announcement of our non-profit status and offerings.
  - Possible afterschool program at the CRAF Center.
  - Paddle and snowshoe making at the River Center. CRAF Center currently offers fitness classes.
  - Offer after-school drop in basketball, boost kids programs such as cross fit training.
  - Overnight campout with an astronomy program.
  - Corn hole league, to include 'borrowing' of corn hole sets to be used in the village.
  - Host an adaptive paddling workshop for children.
  - Network with ROOC.
  - Create a snow maze.



- Work in conjunction with other area events such as the Firemen's Memorial Festival, Art Festival, Christmas in the Village (Santa Run) and Roscommon Canoe Classic.
- Beer brewing clinic
- DNR/BOW (Becoming Outdoor Women)
- Orienteering
- Parent/Child 5K
- Tisdale Trail (ski and hike)
- Tisdale Trail winter scavenger hunt
- Promote Concerts, Metro Park playground and ball fields.
- Boater/Hunter/Ice Fishing Safety classes
- Kids Calendar
- PROMOTE/BRAND OUR AREA. Who is our market: young, old disabled, veterans, residents and visitors? Get input from various age groups.

#### **Old Business:**

- Metro Park Playground Equipment – June 3, 4 PM, D. Smits, S. Hines, Carl Jock will prepare site for installation. Piece installation is scheduled for June 5<sup>th</sup>, 9-12, Roscommon Rotary will assist.
- Engineered wood fiber will be ordered and distributed at Metro Park Playground at a cost of \$3,065. Motion C. Allen, 2<sup>nd</sup> C. Hutek, motion carried.
- Community Clean-up held May 1 included volunteers from the DDA, Rotary, RARA, NHS and the community, successful event
- Roscommon Canoe Classic follow up- \$386 (beverages) - \$261 (ticket sales) = \$125 profit, music \$200, we incurred at \$75 loss. Notes for next year, the 40<sup>th</sup>, beverage ticket signage, more/better advertising (radio, tv, website, signage), charge rent for the food truck, racer packets to include beverage tickets, hold the awards ceremony later, more activities for children (train rides, corn hole).

#### **Member Comments/Reports**

**Christmas in the Village (CIV)** – Received their 501c3, they are no long a RARA member

**AuSable River Center** – S. Jock – Renovations in the 'Fire Place Room' completed with \$10,000 grant from RCCF (paint, flooring, gas log fireplace and furniture) and a 4-zone sound system has been installed throughout the inside and outside of the ARC. The museum area has been cleaned and all 'artifacts' have been mounted on the walls, opening up the center for events. Rental Usage policies are being drafted.

**CRAF Center** – B. Talarico – Familiarizing himself with QuickBooks and procedures. Recommended CRAF Center front desk employees pay increase from \$9.87 to \$11 per hour and Jeff Baerlocher, trainer, also performs, maintenance, carpentry, painting, installs flooring pay increase from \$75 to \$85 per day. Motion C. Allen, 2<sup>nd</sup> S. Hines, motion carried.

**Gahagan Nature Preserve**- The land swap with the Village of Roscommon is complete pending redraft of deeds by the attorney. All activities are currently on hold due to Covid.

Adjourn – Motion to adjourn S. Hines, 2<sup>nd</sup> D. Smits. Meeting adjourned at 8:47 PM. The next meeting is July 21, 2021.

Respectfully submitted,  
Connie Allen, Secretary



2:39 PM  
05/11/21  
Accrual Basis

**Roscommon Area Recreation Authority**  
**Balance Sheet**  
**As of May 11, 2021**

	<u>May 11, 21</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Chase Checking	48,238.07
Chase Savings	50,049.01
Total Checking/Savings	98,287.08
Other Current Assets	
Undeposited Funds	97.00
Total Other Current Assets	97.00
Total Current Assets	98,384.08
Fixed Assets	
Furniture and Equipment	3,501.00
Total Fixed Assets	3,501.00
<b>TOTAL ASSETS</b>	<b><u>101,885.08</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
Opening Balance Equity	55,869.86
Unrestricted Net Assets	19,888.72
Net Income	26,126.50
Total Equity	101,885.08
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>101,885.08</u></b>





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# Village of Roscommon

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

June 30, 2021

## BUILDING AND ZONING REPORT FOR THE MONTH OF June 2021

6/2/2021: Inspect 209 N. 4<sup>th</sup> St.

6/9/2021: Issue Sign permit for 406 N. 5<sup>th</sup> St.

6/16/2021: Review plans for new sign at 505 N. 5<sup>th</sup> St.

6/23/2021: Issue building for water pump project.

6/30/2021: Issue permit for 801 Lake St.

Respectfully Submitted,



James R. Letts  
Building Official and Zoning Administrator

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ROSCOMMON, MICHIGAN • INC. 1885





## Village of Roscommon Council Resolution

At a regularly scheduled council meeting of the Village of Roscommon held on June 14, 2021, on a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the following resolution was adopted by a vote of \_\_\_\_ to \_\_\_\_:

WHEREAS, the Village of Roscommon Village Council desires to construct a new sidewalk on the east side of Brooks Street between Fourth Street and Third Street,

WHEREAS, it shall be the responsibility of the Roscommon Village Manager, within (5) days after the adoption of such resolution, to cause a notice of such resolution to be served upon the owners or occupants of the parcels of land upon which the sidewalk is to be constructed,

WHEREAS, it shall be the responsibility of the Roscommon Village Manager, to send bids out for the construction of such sidewalk,

WHEREAS, the Village Council may, by a 2/3 vote of the council, pay such part of the construction cost of such sidewalk as they may consider proper,

WHEREAS, the final cost of such construction of a sidewalk will be charged against the appropriate sidewalk fund,

BE IT FURTHER RESOLVED THAT the Village of Roscommon Village Council hereby grants authority for the Village Manager to execute project administration agreements for this approved sidewalk construction project.

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Roscommon Village Council President

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Village of Roscommon, Clerk



VILLAGE OF ROSCOMMON  
ORDINANCE 21

The Village of Roscommon Ordains:

SECTION 1. SHORT TITLE

This ordinance may be referred to as the Sidewalk Ordinance

SECTION 2. DEFINITION

For the use in this ordinance, the term "sidewalk" shall be defined as a paved walk for pedestrians at the side of a street, connecting either with another paved walk perpendicular to itself at the end of a block or ending in a connection with a road surface.

SECTION 3. MAINTENANCE

Every owner or occupant of any house or building and every owner of or agent for the owner of any lot within the Village, shall keep the sidewalk in front of or adjoining any such building, house, or lot free from all dirt, filth, rubbish, encumbrances and obstructions.

Every owner or occupant of any house or building and every owner of or agent for the owner of any lot within the Village, shall keep the constructed sidewalks front of, or adjacent to such premises cleared from snow and ice which will impede passage on such sidewalks.

No person shall remove any snow or ice from any private property, including any private driveway, road, or parking area, and deposit the same in or upon any public property, including streets, sidewalks, crosswalks, ditches and gutters.

Every owner or occupant of any house or building and every owner of or agent for the owner of any lot within the Village, shall maintain the area between the sidewalk and the paved driving surface of the roadway, including the cutting of grass, as defined in the Village of Roscommon Blight Ordinance. Failure to maintain this area may be construed a violation of the Village Blight Ordinance.

SECTION 4. REPAIR

The expense of repairing any sidewalk shall be incurred by the Village and shall be paid out of the ~~general~~ **appropriate street** fund. If more than twenty-five percent (25%) of any sidewalk shall require repair, that work shall then be deemed reconstruction. Sidewalks that are damaged or removed by an owner, renter or contractor during work done at a property shall be repaired/replaced by property owner unless prior evaluation has been made by the Village Manager as to the condition of the sidewalk. The evaluation shall determine whether the sidewalk condition warrants repair or reconstruction.

It is hereby made the duty of all persons to keep in reasonable repair all sidewalks in front of all lands or premises owned or occupied by them so that the sidewalks will be reasonably safe and fit for public travel. If any owner or occupant of any lands or premises in the Village shall



neglect or refuse to keep a sidewalk in repair, or shall allow a condition of disrepair so as not to be in condition reasonably safe and fit for public travel any sidewalk in front of his land or premises, such owner or occupant shall be liable to the Village for all damages and costs recovered from and against the Village in any court of competent jurisdiction, with costs of suit, and the judgment recovered against the Village shall be conclusive evidence of the liability of such owner or occupant to the Village. Notice of the pendency of any suit brought against the Village for the recovery of such damages shall be given such owner or occupant or to the agent, if known, of such owner if such premises is unoccupied, and he or they are permitted to assist in the defense of such suit if he or they so request.

#### SECTION 5. CONSTRUCTION

Whenever the Village shall deem that the construction of a new sidewalk, or the reconstruction of an old sidewalk a necessary public improvement, it shall so declare by resolution, describing the property upon which such construction or reconstruction is ordered.

It shall be the responsibility of the Village Manager or Clerk, within five (5) days after the adoption of such resolution, to cause a notice of such resolution to be served upon the owners or occupants of the parcels of land upon which the sidewalk is to be constructed or reconstructed. Service of such notice shall be as follows:

- (a) By handling the same personally to the resident owner of the premises, if known, or by leaving the same at his residence, office or place of business with some person of suitable age and discretion.
- (b) If the owner is a nonresident of the Village, by leaving the same with a resident agent of the owner, either at a place of business or rental home.
- (c) If such nonresident owner shall have no known agent in the Village, service shall be made by posting such notice in some conspicuous place on the parcel of land and/or by mailing the same to the last known address of such nonresident owner by first class mail.

Notice shall direct the owner, or agent of the owner, to construct or reconstruct as the case may be, such sidewalk as stated in the resolution within twenty-one (21) days of such notice, or, in default thereof, the sidewalk will be constructed or reconstructed, as the case may be, by the Village. The Village, may at its discretion, hire a private contractor for such work. The cost of such work shall be assessed against the adjacent property in the same manner as provided for assessments for other public improvements. The Village Council may, by a 2/3 vote of the entire council, pay such part of the construction or reconstruction costs of such sidewalks, as they may consider proper. This cost will be charged against the ~~general~~ **appropriate street** fund of the Village.

#### SECTION 6. ENCROACHMENTS

All commercial establishments within the Village of Roscommon, with frontage along a public sidewalk, are held responsible for assuring said sidewalk is free of obstacles to pedestrian traffic. An unobstructed area of six (6) feet must be maintained. Outside display of general merchandise or use of a temporary sign, such as a "sandwich board sign," is permitted, as long as it does not



impede pedestrian traffic and is displayed only during the periods that the establishment is open for business. No vending machines, whether owned or leased, are permitted to be established anywhere on public sidewalks.

The Roscommon Village council reserves the right to waive the above requirements for a period of no more than 5 days during community sponsored events and/or festivals. Requests for waivers must be received in adequate time for council to make a decision on the request.

That it shall be unlawful for any person or persons to drive any carriage, wagon, cart, automobile, truck, tractor, motorcycle or other vehicle across any sidewalk inside the said village, excepting for the purpose of ingress and egress to and from lands across the sidewalk, and then only where the said sidewalk has been expressly constructed for said crossing.

Encroachments on or above any part of any public sidewalk shall not be permitted except for marquees, awnings, signs or other facilities where specifically authorized by the ordinance of the Village and when erected and maintained in accordance therewith; provided, such encroachments shall not be less than eight (8) feet above the grade of the sidewalk. The Village manager, with authorization from the council, may authorize temporarily the erection of flags and other suitable decorations along a public sidewalk in observation of holidays, parades or other civic functions.

#### SECTION 7. ENFORCEMENT

When a complaint is received and it has been verified that a violation of this ordinance exists, any person violating any provisions of this Ordinance shall be responsible for a civil infraction. The penalty for the first offense shall be \$30.00 and for the first repeat offense, \$50.00. Repeat offense shall be defined as a violation of said ordinance which has been ticketed for within the past 5 days. For any second or subsequent repeat offense, the fine shall be no more than \$250.00. It shall be the duty of the Village Manager of the Village of Roscommon, or authorized representative, to enforce the provisions of this Ordinance. If, after investigation, the Village Manager, or authorized representative, determines that a violation of this Ordinance exists, he shall be authorized to issue a municipal civil infraction citation to any person, firm, or corporation that is responsible for violating the provisions of this Ordinance. Service of said civil infraction citation or civil infraction notice shall be made in accordance with MCL 600.8707, Public Act 12 of 1994.

Permitting a violation of the Ordinance on private premises is hereby declared to constitute a nuisance per se. Upon application to any court of competent jurisdiction, the Court may order the nuisance abated and/or the violation restrained and enjoined. The enforcement of the Ordinance by abatement of any nuisance by the enforcing officer or by application to any court of competent jurisdiction for abatement by judicial decree or writ shall not preclude enforcement of the Ordinance by the issuance of a municipal civil infraction and the imposition of fine and costs. Complaint for violation of this Ordinance and the imposition of fine or imprisonment as herein provided.



SECTION 8. REPEALER

All ordinances or parts of ordinance in conflict herewith are repealed only to the extent necessary to give this Ordinance full force and effect.

SECTION 9. SEVERABILITY

Should any section, subdivision, clause, or phrase of this Ordinance be declared by the courts to be invalid, the validity of the ordinance as a whole, or in part, shall not be affected other than the part invalidated.

SECTION 10. EFFECTIVE DATE

This Ordinance shall become effective in the Village of Roscommon following adoption by the Village Council and two weeks after publication.

ADOPTED: November 13, 1997

AMENDED: June 25, 2012

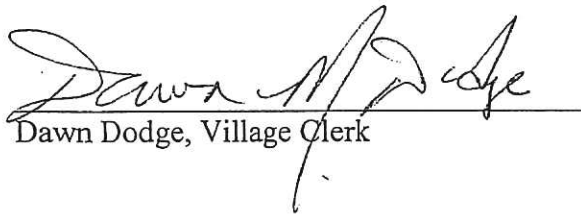
PUBLISHED: July 5, 2012



Erine Adams, Village President

7-9-12

Date



Dawn Dodge, Village Clerk

6/29/12

Date



**CHANGE ORDER**No. 2

OWNER Village of Roscommon  
 CONTRACTOR Sterling Excavation, Inc.  
 Contract: Contract 1 Collection System Repairs  
 Project: USDA Wastewater System Improvements  
 OWNER's Contract No. 838942-1 ENGINEER's Project No. 838942-1  
 ENGINEER Fleis & VandenBrink

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

Change Order 2 includes changes to the contract indicated in Bulletin No. 1. Bulletin No. 1 was issued to provide an excavation and point repair on the sewer main and watermain at an additional cost.

Attachments: Bulletin No. 1 (7 pages)

CHANGE IN CONTRACT PRICE
Original Contract Price \$ <u>1,438,318.00</u>
Increase (Decrease) from previously approved Change Orders No. <u>1</u> to <u>1</u> : \$ <u>n/a</u>
Contract Price prior to this Change Order: \$ <u>n/a</u>
Increase (Decrease) of this Change Order: \$ <u>3,029.82</u>
Contract Price incorporating this Change Order: \$ <u>1,441,347.82</u>

CHANGE IN CONTRACT TIMES
Original Contract Times: Substantial Completion: <u>112 (9/13/21)</u> Ready for Final Payment: <u>126 (9/27/21)</u> (days or dates)
Increase (Decrease) from previously approved Change Orders No. <u>1</u> to <u>1</u> : Substantial Completion: <u>n/a</u> Ready for Final Payment: <u>n/a</u> (days)
Contract Times prior to this Change Order: Substantial Completion: <u>112 (9/13/21)</u> Ready for Final Payment: <u>126 (9/27/21)</u> (days or dates)
Increase (Decrease) of this Change Order: Substantial Completion: <u>n/a</u> Ready for Final Payment: <u>n/a</u> (days)
Contract Times with all approved Change Orders: Substantial Completion: <u>112 (9/13/21)</u> Ready for Final Payment: <u>126 (9/27/21)</u> (days or dates)

RECOMMENDED:

By: Scott Rasmussen  
Digitally signed by Scott Rasmussen  
 Date: 2021.06.04 07:37:42-04'00'  
 ENGINEER (Authorized Signature)  
 Title: Project Engineer  
 Date: 6/4/21

APPROVED:

By: \_\_\_\_\_  
 OWNER (Authorized Signature)  
 Title: \_\_\_\_\_  
 Date: \_\_\_\_\_

ACCEPTED:

By: Richard Groome  
 CONTRACTOR (Authorized Signature)  
 Title: Project Manager  
 Date: 06/14/2021

Approved by Funding Agency (if applicable):

By: \_\_\_\_\_

Date: \_\_\_\_\_

Title: \_\_\_\_\_









# Contractor's Application for Payment No. 1

Application Period: May 15th to June 25th, 2021		Application Date: 6/24/2021
To (Owner): Village of Roscommon	From (Contractor): Sterling Excavation, Inc.	Via (Engineer): Fleets & Vanderbrink
Project: Contract 1 - USDA Wastewater Improvements	Contract: 6-May-21	
Owner's Contract No.: 838942	Contractor's Project No.: 21-03	Engineer's Project No.: 838942

## Application For Payment Change Order Summary

Approved Change Orders		
Number	Additions	Deductions
1		
2	\$3,029.82	
TOTALS		
NET CHANGE BY		\$3,029.82
CHANGE ORDERS		

1. ORIGINAL CONTRACT PRICE.....		\$ 1,438,318.00
2. Net change by Change Orders.....		\$ 3,029.82
3. Current Contract Price (Line 1 ± 2).....		\$ 1,441,347.82
4. TOTAL COMPLETED AND STORED TO DATE		
(Column F total on Progress Estimates).....		\$ 406,575.82
5. RETAINAGE:		
a. 5% X \$406,575.82 Work Completed.....		\$ 20,328.79
b. X Stored Material.....		\$ 20,328.79
c. Total Retainage (Line 5.a + Line 5.b).....		\$ 386,247.03
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c).....		\$ 386,247.03
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application).....		\$ 386,247.03
8. BALANCE DUE THIS APPLICATION.....		\$ 386,247.03
9. BALANCE TO FINISH, PLUS RETAINAGE		
(Column G total on Progress Estimates + Line 5.c above).....		\$ 1,055,100.79

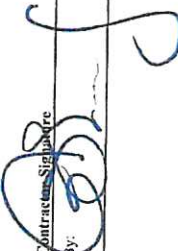
## Contractor's Certification

The undersigned Contractor certifies to the best of its knowledge, the following:

(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;

(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interest, or encumbrances); and

(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor's Signature: 

By: \_\_\_\_\_ Date: 7/7/21

Payment of: \$ 386,247.03	(Line 8 or other - attach explanation of the other amount)
is recommended by: Scott Rasmussen	7/8/21
	(Date)
Payment of: \$	(Line 8 or other - attach explanation of the other amount)
is approved by: _____	(Owner) (Date)
Approved by: _____	Funding or Financing Entity (if applicable) (Date)



# APPLICATION AND CERTIFICATE FOR PAYMENT

TO: VILLAGE OF ROSCOMMON PROJECT: ROSCOMMON H20 COLLECTION  
702 LAKE ST  
ROSCOMMON, MI 48653

FROM: ELMER'S CRANE AND DOZER, II VIA: JOB 511005  
3600 RENNIE SCHOOL RD CUST 22231  
TRAVERSE CITY, MI 49685

CONTRACT FOR: SITEWORK

## CONTRACTOR'S APPLICATION FOR PAYMENT

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	0.00	0.00
Change Order #1	0.00	0.00
TOTALS	0.00	0.00
NET CHANGES by Change Order		0.00

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work which previous Certificates for Payment were issued and payments received from the Owner, and that current payment herein is now due.

CONTRACTOR: ELMER'S CRANE AND DOZER, INC.

By: [Signature] Date: 7/7/21

## ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

# AIA DOCUMENT G702

PAGE ONE

APPLICATION NO.: 1  
PERIOD TO: 07/01/21  
ARCHITECT'S PROJECT NOS.: 839946  
DISTRIBUTION TO:  
[ ] OWNER  
[ ] ARCHITECT  
[ ] CONTRACTOR

CONTRACT DATE: 05/06/21

Application is made for payment, as shown below, in connection with the Contract Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM \$3,093,057.00
  2. NET CHANGE BY CHANGE ORDERS \$0.00
  3. CONTRACT SUM TO DATE (line 1 & 2) \$3,093,057.00
  4. TOTAL COMPLETED & STORED TO DATE (column G on G703) \$1,181,522.20
  5. RETAINAGE:
    - a. 5% of Completed Work 59,076.11
    - b. 0% of Stored Material (column F on G703) 0.00
- Total Retainage (Line 5a + 5b or Total in Column I of G703) \$59,076.11
6. TOTAL EARNED LESS RETAINAGE (line 4 - line 5) \$1,122,446.09
  7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate) \$0.00
  8. CURRENT PAYMENT DUE \$1,122,446.09
  9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6) \$1,970,510.91

State of: MI County of: [Signature]  
Subscribed and sworn before me this 7th Day of July, 2021

Notary Public: [Signature]

My Commission expires: 08-05-2021

AMOUNT CERTIFIED.....\$ 1,122,446.09  
(Attach explanation if amount certified differs from the amount applied for.)

ARCHITECT: Fleis & VandenBrink Engineering

By: Scott Rasmussen Date: 7/8/21

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice.