

702 Bake Street • P.O. Box 236 • Roscommon, Michigan 48653 Jelephone (989) 275-5743 • Fax (989) 275-5998 www.roscommonvillage.com

Regular Meeting Agenda January 14, 2019 - 7:00 P.M.

1	Call to	order	Roll Ca	ll of	Council	Pledge	of Al	legiance	and	Invocation
	Can to	UI UCI.	INOII CO		Council,	1 ICUAC		Chiunce	alla	IIIVOCALIOII

2. Approval of Consent Agenda:

Miller

- Approval of minutes of the December 27, 2018 Regular Council Meeting
- Approval of minutes of the December 27, 2018 Public Budget Meeting
- Approval of minutes of the December 17, 2018 DDA Board Meeting
- · Approval of DPW Director's Report
- Approve the Bills to be paid
- Accept the Sheriff's Report for December 2018
- Accept the Building & Zoning Report for December 2018

3. Approval of Regular Agenda

Miller

4. Manager's Report

Alden

5. ICE Project Update

Cherven

- 6. Public Acknowledgement on Agenda Items (Two minutes per speaker)
- 7. Unfinished Business

•	2019 Approved Calendars	
•	DDA Proposed New Member	
	Committee Assignments	

Alden Alden

Miller

- 8. New Business
 - Recreational Marihuana

Alden

- (BCEGS) Building Code Effectiveness Grading Schedule
- Alden

Melody Wireless Infrastructure

Alden

- 9. Discussion Items
 - President's Duties

Fishel

- 10. Public Acknowledgement (Two minutes per speaker)
- 11. Council Comments
- 12. Items for the Next Agenda
- 13. Adjournment

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VILLAGE OF ROSCOMMON

Minutes of the December 27, 2018
Special Council Meeting/Public Hearing

President Miller called the meeting to order at 6:00PM. Members of the Council present: Brian Ludwig, Mike Miller, Maureen Ruddy, Marc McKee, Heather Roemer and Dan Scow. Others present: Manager Ron Alden, and Frances Dawson, Clerk. The Pledge of Allegiance was recited and an Invocation given by President Miller.

Opened Public Hearing with Manager Alden's report on the 2019 Budget. No discussion. Closed Public Hearing by Miller with no objections or comment.

CONSENT AGENDA

Moved by Ludwig, seconded by Roemer, to approve the consent agenda. Ayes: Scow, Ruddy, Fishel, Ludwig, Miller and Roemer. Nays: None. The motion carried.

REGULAR AGENDA

Moved by Ludwig, seconded by Scow, to approve the regular agenda. All in favor. Hearing no objections, the motion carried.

UNFINISHED BUSINESS

-2019 Budget

Manager Alden gave an update. Moved by Scow, seconded by Roemer. Ayes: Fishel, Scow, Roemer, Ludwig, Ruddy, Miller. Nays: None. The motion carried.

-Village President Pay

Manager Alden gave an update on current president pay.

Moved by Scow, seconded by Roemer to keep President pay the same. Ayes: Roemer, Fishel, Miller, Scow, Ruddy, Ludwig. Nays: None. The motion carried.

-Council Pay

Moved by Ludwig, seconded by Fishel, to keep Council pay the same for regular meetings. Ayes: Ruddy, Scow, Fishel, Ludwig, Miller, Roemer. Nays: None. The motion carried.

-Special Meetings Pay

Moved by Roemer, seconded by Scow, to pay \$25 each to council and president per special meeting with 6 special meetings per year. Ayes: Ludwig, Ruddy, Scow, McKee, Miller, Roemer and Deloge. Nays: None. The motion carried.

-Policies & Procedures

Moved by Scow, seconded by Fishel to approve Resolution of Policies and Procedures as written, with Alden and a few Council members to review and revise, update as the year proceeds. All in favor. Hearing no objections, the motion carried.

NEW BUSINESS

None

Discussion Items

None.

PUBLIC ACKNOWLEDGEMENT

None

COUNCIL COMMENTS

ITEMS FOR THE NEXT AGENDA

Policies & Procedures, President duties

ADJOURNMENT

Moved by Roemer, seconded by Ruddy, to adjourn the meeting at 6:48PM. All in favor. Hearing no objections, the motion carried.

Mike Miller Village President Frances Dawson Village Clerk

ROSCOMMON DOWNTOWN DEVELOPMENT AUTHORITY

MEETING MINUTES December 17, 2018

Present: Ron Alden, Thomas O'Brien, Andrea Weiss, Cecilia Scow, Sue Jock, Paige Haines, and

Mike Walker

Excused: Roy Spangler, Phil Weiler, Jim Anderson, Tammy Schwalm, Doug Hodges

1. Call to Order: 8:12a.m. Pledge of Allegiance (delay of game with the quorum)

2. Introduction of Guest: Diane Suvada

3. Approve the minutes from our November meeting; motion by Walker, second by Weiss, All in favor, motion carried.

4. Treasure Report; motion to approve by Scow, second by Alden, All in favor, motion carried.

(Thru 12/14/18)	Treasurer's report		
Cash on Hand	\$246,362.84		
Interest 11/30/18	\$20.40		
	\$246,383.24		
Bills Approved Prior Mo			
Ck #1056 Growing Up(\$2,624.20		
Ck #1057 Gaylor Insura	\$502.60		
Ck #1058 AuSable Rive	\$600.00		
Bills for Approval			
Ck #1059 Sawmill		\$15,000.00	
Ck #1060 Hometown D	\$2,700.00		
Ck #1061 Mark Walling	\$1,030.00		
Ck #1062 Village of Ros	scommon	\$17.10	
	Ending Balance	\$223,909.34	

5. Correspondence and Public Comments:

Resignation letter from Tim Legg: DDA seat (business owner) now vacated and posted.

6. Committee Reports:

Village Managers Report:

- Village, City revenue Sharing Report submitted to state
- IBT meeting: agenda will be updated cost
- RMRA: Meeting set January 23 at 7pm Village Hall to reassess recreation
- Industrial Park Lot 30: Purchase pending
- Hiawatha Property: Closed on property last week, securing building for winter
- Defibrillator: In foyer at Village Hall, sign outside to identify location: Grant from the RCCF, 1819 UAW and LEAR
- ROXY: #1-Master Plan, #2, Ordinances drafts pending, now working on #3 best Practice then #4 Marketing strategies, meet 3rd Wednesday of month at 9 all welcome.

 Working on networking between the school district and community to increase partnership awareness.

Façade Grants:

To clarify, grants are available for exteriors, front, side and rear if it faces a public streets or parking areas. This is part of our existing façade grant application.

Two Rare Designs - Sharpe's: Motion was made to have the committee review the final paid receipts and have the grant paid as soon as possible. Motion by Jock, second by Walker, all in favor, motion carried.

Sidewalks and Streetscapes: Discussion on repainting light poles: \$300+-/pole, verbal quote bid from Steve Witt, Tim Legg preferred them taken down and brought into his shop. Further discussion and plan needed. Lights poles are pitted and loosing paint on the bases.

Website: DDA meeting minutes have not been posted on our web site since spring. This will be corrected with the new Village web site. Suvada volunteer to help update our Facebook page if she receives the information.

Sawmill Rural Business Center: Report submitted

Farm Market: Off Season

Economic Development Coordinator: Report submitted, motion made by O'Brien, second by Weiss to extend Mark Walling's contract on a month to month basis, all in favor, motion carried.

7. Old Business: Discussed above

8. New Business:

Elections: Tom O'Brien President, Jim Anderson Vice President, Andrea Weiss Treasurer, Tammy Schwalm Secretary, All in favor, motion carried.

O'Brien, Weiss and Haines term expire this year and will need to be sworn in prior to our next meeting.

Liaison Reports:

Chamber-Winterfest February 16th-Volunteers needed if interested contact the Chamber

Meeting adjourned at 9:28

DPW Report for January 2019 Council Meeting

Hey all, here are a few high points from the month of December.

- ❖ ICE Grant Project: I will provide a verbal update.
- We continue to monitor frost levels, at this point things are looking ok.
- ❖ We have been trying to stay up on the roads for winter snow/ice removal.
- We have begun sewer discharge. All of our numbers are coming back great.
- Got our yearly Well Inspection Report back. Our Wells continue to produce very well. We do have some recommended maintenance that needs to be done but at this point nothing major.
- My family helped me with decorating one of our plow trucks for Christmas in the Village. I would like to thank them. I think we had a great turn out this year.
- Have begun working with the Road Commission to put together our projects for this coming summer. Looking like we are going to get some much needed paving done. I will continue to update as this gets closer.

Again as always please feel free to contact me with any questions or concerns that you may have.

Change is in the air, embrace it!!!!

Thank You Kindly,

Lance Cherven

Activity Report to Village of Roscommon

Village Patrol Paid Hours		Additional Activity	Complaints
Mileage	394	394 Hours	18 D- ASSAULT COMPLAINT
Hours	65	65 Criminal Complaints	5 D- CHILD ABUSE COMPLAINT (TOT CRAWFORD CO)
Stops	25	25 Non Criminal Complaints	7 D- ALARM BC PIZZA
*			P- TRAFFIC/ NO INSURACNE/EXPIRED PLATES/VIOLATION
W	21	21 Traffic Stops	11 OF RESTRICTED LICENSE/REFUSE PBT
Citations	6	6 Verbal Warnings	10 P- ASSIST MSP
			D- DOLLAR GENERAL CAR/DEER ACCIDENT
Criminal	4	4 Citations	1 D- UDDA AT FREDS/ CALLED OFF VEHICLE LOCATED)
Non Criminal	Q1	5 OWI Arrests	0 D- CUSTODY DISPUTE
Report Writing	5	5 Other Arrests	
Accidents	_	Accidents	3 Type of Complaints Handled
		Assist EMS	0 D- JUVENILE COMPLAINT/ BALLENGER
Arrests	4		D- ASSIST MSP- N. 6TH ST
			D- PROPERTY DAMAGE ACCIDENT LAKE/DIVISION
Contacts	964	964 Other Assignments	0 D- PROPERTY DAMAGE ACCIDENT FIFTH & BROOKS
			D- ASSAULT COMPLAINT
Prop. Check	53		D- WELL BEING CHECK
			D- ASSAULT CRAF CENTER
Liquor Inspections=	11	٠	D- ARGUMENT/ BC PIZZA
			D- SUSPICIOUS SITUATION LAKE ST
			D- PROPERTY DAMAGE ACCIDENT- ROBINSON/6th
Details		Arrests	D- DOMESTIC/ HILLTOP APTS
		Domestic Violence	D- ATL SUBJECT MAIN/ROBINSON

Arrests
Assault
No Insurance

D= Dispatched P= Patrol Initiated

Details

Christmas in the Village Christmas in the Village Parade Christmas Train

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December 31, 2018

Building and Zoning report for the month of December 2018

12/03/2018: Inspected water damage at the Hiawatha property. Posted 209 N. 4th St.

12/12/2018: Roxie meeting. Received 1 sign permit.

12/19/2018: Checked 209 N. 4th St. The notice I posted was missing.

12/26/2018: Worked on the zoning code changes.

Respectfully Submitted,

James Letts

Building Inspector and Zoning Administrator

VILLAGE OF ROSCOMMON 2019 CALENDAR

VILLAGE COUNCIL MEETINGS (7:00 P.M.)

12/9

 1/14
 7/8

 2/11
 8/12

 3/11
 9/9

 4/15
 10/14

 5/13
 11/4

6/10

ROSCOMMON DOWNTOWN DEVELOPMENT AUTHORITY (8:00 A.M.)

 1/21
 7/15

 2/18
 8/19

 3/18
 9/16

 4/15
 10/21

 5/20
 11/18

 6/17
 12/16

PLANNING CO	MIMISSION (TRD)	CEMETERY BOARD (TBD)		
2/6	8/7	2/6	8/7	
5/8	11/6	5/8	11/6	

VILLAGE OF ROSCOMMON 2019 NON-WORKING DATES

1/21/19	MARTIN LUTHER KING DAY
2/18/19	PRESIDENT'S DAY
4/19/19	GOOD FRIDAY
5/27/19	MEMORIAL DAY
7/4/19	4 TH OF JULY
9/2/19	LABOR DAY
11/11/19	VETERANS DAY
11/28/19	THANKSGIVING DAY
12/24/19	CHRISTMAS HOLIDAY

12/25/19 CHRISTMAS HOLIDAY

1/1/20 NEW YEARS DAY

^{12/31/19} NEW YEARS EVE

^{*}THE VILLAGE HALL WILL BE OPEN DAILY MONDAY THRU THURSDAY, FROM 7:00 A.M. TO 5:00 P.M. ALL YEAR, EXCEPT FOR THE DAYS LISTED ABOVE.



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Roscommon Downtown Development Authority 2019 Board

The DDA needs to fill one seats on their board;

Tim Legg seat (Resignation) – I recommend that we appoint Jessie Sharpe to finish his term on the DDA board (2019). Jessie and Jason Sharpe have purchased the building on 201 N. Fifth Street and will be opening soon. Jessie has a Bachelor of Fine Arts degree in Interior Architecture and has experience in re-branding and marketing.

It is my recommendation that the Village Council appoint Jessie Sharpe to the Downtown Development Authority board.

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TDD (800) 649-3777

VILLAGE OF ROSCOMMON 2019

BOARD	NAMES	TERM ENDS
COUNCIL		
	MIKE MILLER - PRES	22-Nov
	JAN DELODGE	20-Nov
	BRIAN LUDWIG	20-Nov
	HEATHER ROEMER	20-Nov
	DAN FISHEL	22-Nov
	MAUREEN RUDDY	22-Nov
	DAN SCOW-PPT	22-Nov
CLERK	FRANCES DAWSON	20-Nov
	THAIRCES DAVISOR	201100
TREASURER	FRANCES DAWSON	20-Nov
DDA		
	THOMAS O'BRIEN-PRES	22-Dec
	RON ALDEN-VM	
	JIM ANDERSON	19-Dec
	SUE JOCK	19-Dec
	JESSIE SHARPE	19-Dec
	DOUG HODGES	20-Dec
	TAMMY SCHWALM	20-Dec
	ROY SPANGLER	21-Dec
	MIKE WALKER	21-Dec
	PHIL WEILER	21-Dec
	PAIGE HAINES	22-Dec
	CECILA SCOW	22-Dec
	ANDREA WEISS	22-Dec
PLANNING COMMISSION	BILL CURNALIA-CHAIR	20-Dec
	BOB QUALLS	19-Dec
	TIM LEGG	19-Dec
	HEATHER ROEMER	21-Dec
	KEVIN WAGNER	21-Dec
ZONING BOARD OF APPEALS		
ZOTATIO DOMINO OF AFFEME		
	MIKE MILLER	22-Nov
	JUNE KARJALAINEN	19-Dec
	JOANNE LEDERMAN	20-Dec

VILLAGE OF ROSCOMMON 2019

CEMETERY BOARD		
	JUNE KARJALAINEN	19-Dec
	MARK LARSEN	20-Dec
	FRANCES DAWSON	21-Dec
	KEVIN WAGNER	21-Dec
FINANCE COMMITTEE		
	JAN DELODGE	20-Nov
	BRAIN LUDWIG	20-Nov
	HEATHER ROEMER	20-Nov
PARKS & RECREATION		TBD
	SUE JOCK-RMRA	
	DEREK SMITZ-RMRA	
	ERIC HART-RMRA	
	LEANNA GOODRICH-TWP	
	RON PETERS-TWP	
	MIKE MILLER-VILLAGE	
	MAUREEN RUDDY-VILLAGE	
	RON ALDEN-VM	
	ANNA SYLVESTER-DNR	
	OPEN	
	OPEN	





December 28, 2018

Mr. Ron Alden, Village Manager/Building Department Roscommon 702 Lake St., P.O. Box 236 Roscommon, MI 48653

Re: Building Code Effectiveness Grading Schedule Roscommon, Roscommon County, MI

Dear Mr. Alden:

Insurance Services Office, Inc. (ISO) is responsible for evaluating all jurisdictions that have a building code enforcement department. Working on behalf of insurance companies around the country, ISO uses the Building Code Effectiveness Grading Schedule (BCEGS®) to recognize the building codes in effect in your community and how your community enforces its building codes. ISO provides the information to insurers, which may use the evaluations in underwriting for property insurance in the community.

The concept is simple: municipalities with well-enforced, up-to-date codes should demonstrate better loss experience, and insurance rates can reflect that. The prospect of reducing losses and ultimately lowering insurance costs provides an incentive for communities to enforce their building codes rigorously.

The anticipated upshot: safer buildings, less damage, and lower insured losses.

The BCEGS program assigns each municipality a BCEGS classification — a number from 1 to 10. Class 1 represents exemplary commitment to building-code enforcement.

ISO previously visited Roscommon to evaluate your building-code enforcement. Our survey resulted in a Class 5 for residential buildings and a Class 4 for commercial buildings constructed in or after that year.

ISO is now preparing to review your community once again to determine whether to revise your BCEGS gradings. We have prepared a questionnaire that will help us determine your community's appropriate classifications. We would appreciate your review of the questionnaire, making changes or additions as necessary.

We would like to meet with you on January 31, 2019. ISO will contact you shortly to find out if that is a convenient time. During the meeting, we will review the questionnaire and responses, as well as supporting documentation.

Additional information about the BCEGS program is available on our web site www.isomitigation.com.

Thank you for your cooperation in this important project. If you have any questions, please contact ISO.

Sincerely,

Roger DeBruler (517) 262-8123 rdebruler@iso.com

Enclosure

cc: Mr. Mike Miller, President