



~ 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

www.roscommonvillage.com

Regular Meeting Agenda

February 11, 2019 – 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 January 11, 2019 Regular Council Meeting
- Approval of minutes of the January 21, 2019 DDA Board Meeting
- Approval of DPW Director's Report
- Approve the Bills to be paid
- Accept the Sheriff's Report for January 2019
- Accept the Building & Zoning Report for January 2019

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

- Recreational Marihuana
- (BCEGS) Building Code Effectiveness Grading Schedule
- Melody Wireless Infrastructure

Lowe/Beebe

Alden

Alden

8. New Business

- Water & Sewer Project - Fleis & Vandenbrink
- Parks & Recreation Committee
- Audit Summary
- Server Bids
- Aflac

Alden

Alden

Alden

Alden

Alden

9. Discussion Items

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 January 14, 2019
Regular Council Meeting

President Miller called the meeting to order at 7:00PM. Members of the Council present: Jan Deloge –(absent/excused), Brian Ludwig, Mike Miller, Maureen Ruddy(absent/excused), Dan Fishel, Heather Roemer and Dan Scow(absent/excused). Others present: Manager Ron Alden, Clerk Frances Dawson, Scott Rasmussen, Tony Medina, Jesse Sharpe, Jason Sharpe, and Krista Tacey-Cater. The Pledge of Allegiance was recited and an Invocation given by President Miller.

CONSENT AGENDA

Moved by Ludwig, seconded by Roemer to approve the consent agenda, including bills to be paid in the amount of \$570,302.24. Ayes: Fishel, Ludwig, Miller and Roemer. Nays: None. The motion carried.

REGULAR AGENDA

Moved by Ludwig, seconded by Roemer, to approve the regular agenda with the few name changes to December 27, 2018 minutes. All in favor. Hearing no objections, the motion carried.

MANAGER'S REPORT

Manager Alden gave the Manager's report.

ICE PROJECT UPDATE

Scott Rasmussen from Fliess & Vanderbink gave an update.

PUBLIC COMMENT ON REGULAR AGENDA ITEMS

None.

UNFINISHED BUSINESS

Calendars of scheduled meetings for 2019.

NEW BUSINESS

-DDA

Moved by Fishel, seconded by Ludwig to appoint Jessie Sharpe to the DDA to take the seat for Tim Legg until December 2019. Ayes: Ludwig, Miller, Fishel and Roemer. Nays: none. The motion carried.

-COMMITTEE ASSIGNMENTS

Moved by Fishel, seconded by Ludwig to appoint Heather Roemer & Kevin Wagner to the Planning Commission, Joanne Lederman to the Zoning Board, and Frances Dawson & Kevin

Wagner to the Cemetery Committee. Ayes: Roemer, Fishel, Miller, Ludwig. Nays: None. The motion carried.

-MEETING MINUTE CHANGES

Moved by Roemer, seconded by Ludwig to change/delete a few of the names for attendance and voting on the December 27, 2018 minutes. Ayes: Roemer, Miller, Ludwig, Fishel. Nays: None. The motion carried.

-VILLAGE HALL HOLIDAY DAYS FOR 2019

Moved by Roemer, seconded by Miller to set the Holiday days for the Village for 2019. Ayes: Fishel, Ludwig, Roemer, Miller. Nays: None. The motion carried.

-DATES SET FOR COMMITTEE MEETINGS

Moved by Roemer, seconded by Ludwig to accept the dates set for the Planning Commission, Zoning Board, and Cemetery committee meetings for 2019. Ayes: Miller, Fishel, Ludwig, Roemer. Nays: None. The motion carried.

Discussion Items

Discussion to set up a select few speakers for the issue of Recreational Marijuana in the Village.

Discussion on ISO Insurance status.

Discussion on Melody Wireless about antennas on the water tower.

Fishel would like duties for the Village President reviewed.

Council Comments

Council thanks new committee members for volunteering.

ITEMS FOR THE NEXT AGENDA

Building Codes, Recreational Marijuana, Audit update, RCRA.

ADJOURNMENT

Moved by Fishel, seconded by Roemer to adjourn the meeting at 8:05 PM. All in favor. Hearing no objections, the motion carried.

Mike Miller
Village President

Frances Dawson
Village Clerk

ROSCOMMON DOWNTOWN DEVELOPMENT AUTHORITY
BOARD MINUTES
January 21, 2019

Members Present: Tammy Schwalm, Tom O'Brien, Mike Walker, Andrea Weiss, Phil Weiler, Ron Alden, Sue Jock, Jessie Sharpe, Doug Hodges, Jim Anderson,

Excused: Roy Spangler, Paige Haines, Cecilia Scow

Absent:

Others Present: Diane Love-Suvada, Mark Walling, Mike Miller,

Motion by Andrea Weiss with support from Ron Alden to accept the Secretary's report. All in favor, motion carried. Motion by Phil Weiler, second by Doug Hodges to approve the Treasurer's report. All in favor, motion carried.

(Thru 1/18/19)	Treasurer's report	
Cash on Hand		\$223,909.34
Deposits		\$8,986.38
Interest 12/30/18		\$19.96
		\$232,915.68
Bills Approved Prior Month		
Ck #1063 Two Rare Design		\$5,000.00
Bills for Approval		
Ck #1064 GroGreen(sidewalk plowing)		\$6,825.00
Ck #1065 Mark Walling		\$600.00
	Ending Balance	\$220,490.68

CORRESPONDENCE & PUBLIC COMMENT – Kelly Anis sent a letter regarding the electric charging station. Doug Hodges has reached out again but has not heard anything back.

COMMITTEE REPORTS

Managers Report

There is an up-coming meeting with a landscape architect and engineer regarding the Hiawatha property. There was a mis-understanding with the potential buyer of Lot 30 in the industrial park regarding the sewer and water systems. The buyer is still interested and is getting costs on hook-ups. There is an opportunity to up-grade the water and sewer lines in the Village along with new meters in the homes. The village can apply for a combined sewer and water grant. The village qualifies for a 75% grant and there are loans available for the 25%. The village will be starting the paperwork and see what happens. Rosco Restaurant closed. The village audit will be next week Monday through Thursday. Ron would like to get a group picture of the DDA at the next meeting. A new program Adopt a Business will showcase students work in a local business. The program is a win win, showcasing students in our schools and bringing people into the businesses to see the work. Back to the Bricks will be back this year on Saturday June 8th.

Façade Grant – No outstanding grants at this time.

Sidewalks and Streetscapes - Nothing to report.

Website – Nothing new to report it is still in the works. The minutes have been up-dated to the website.

Sawmill – Diane presented a report on the past month's activities and up-coming activities.

Farm market- Nothing to report.

Economic Development Coordinator - Mark gave an up-date. The best practices are currently being reviewed with a focus on marketing and branding. The master plan is in the final stages. April – May is the tentative timeframe to present the plan to the public, then move into the adoption process and obtain approval. Goal of RRC is to have it approved by August or September.

OLD BUSINESS

Lighthouse walkway/bridge - Nothing new to report.

Iron Bell Trail – Nothing new to report.

Hiawatha Canoe Livery - Ron reported in the managers report.

NEW BUSINESS

Review Short, Mid and Long-Term Project List: Reviewed and up-dated the list.

Future projects - Nothing new on these items at this time.

Exit #239 & #244 signage

Light pole painting

Motel Market Study

AuSable Drug Store

LIAISON REPORTS – Chamber Winter Fest is February 16th. They are looking for volunteers. Friday night there will be a kick off at the Cross-Country Ski headquarters.

Meeting Adjourned at 9:39. Motion by Jim Anderson with support by Phil Weiler. All in favor.

DPW Report for February 2019 Council Meeting

It has been a very busy Month. Here are some of the key points I would like to take time to acknowledge.

- All water testing results have come back perfect. This is always something we take great pride in. We are continuing to devise a plan to create better water quality as well.
- We have been making huge changes in trying to improve the chlorine levels in the water.
- We implemented the let run this month. Please continue to get the word out to leave it running until further notice.
- Spoke with the City of Grayling in regards to the Vactor truck, we are still in line for it. They are currently getting things ready to take new bids on their new one.
- I would like to thank the guys for their hard work and long days during the last major snow storm.
- ICE grant: I will give an update during the meeting.

This is a few of the most important items I just wanted to touch base on. As always feel free to contact me with question or concerns.

Focus on The GOOD

Thank You Kindly,

Lance Cherven

DPW Director



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February 5, 2019

BUILDING AND ZONING REPORT FOR THE MONTH OF January 2019.

1/9/2019: Inspection at 209 N. 4th St. Met with owner to discuss repairs to the apartment.

Worked on the ISO report.

1/16/2019: Roxie meeting.

1/22/2019: Worked on the ISO report. Worked on zoning map corrections.

1/30/2019: Discussion on the closing of Roscoe's. ISO report.

Respectfully Submitted,



James R. Letts

Building Official and Zoning Administrator

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Mt. Laurel, NJ 08054

tel. 1 800 444-4554

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 DeBruiser

(517) 262-8123

rdebruler@iso.com

Enclosure

cc: Mr. Mike Miller, President

COMMUNITY RECREATION TASK FORCE

January 23, 2019

Present: Maureen Ruddy, Mike Miller, Ron Alden (Village), Bill Curnallia, Ron Peters, LeAnna Goodrich (Township), Derek Smits, Sue Jock (RMRA), Pat Riss, Jeff Baerlocker (CRAF Center), Anna Sylvester (DNR)

Purpose: To assess recreation within the community and provide recommendations for reorganization.

Brief introduction of community members that have committed time to this project. Meeting is open to others, will add representation from AuSable River Center and other community members as interested.

General discussion in regards to recreation in our community and it was quickly realized that there is much to manage and missed opportunities.

General discussion in regards to recreation in our neighboring communities, how it managed, financed and it is recognized that all communities are different. There is no one department or group that is responsible for "Recreation as a whole" and its area served.

Anna mentioned CMU has a Park and Recreation program that has interns that need 13 weeks of service.

Timeline with plans to meet and achieve the following:

Meeting #2:

Assess all recreation assets; fixed entities, events, natural resources, and potential opportunities that will impact decision making.

Meeting #3:

Develop an algorithm for recreation that would best optimize our assets, capitalize on our opportunities and best control our threats. A SWOT analysis was suggested and will be utilized to achieve this information.

Meeting #4:

Assess fiscal avenues and impact of proposed changes.

Meeting #5

Develop of plan for execution if approved.

Meeting #6

Final discussion as needed.

Group adjourned at 7:55pm

Next meeting ~3weeks will get a general consensus of available times.



Quote

Customer:	Village of Roscommon	
Job:	BSA Recommends Plus	
Date:	Wednesday, February 06, 2019	
Consultant:	CF	
Valid Until:	Friday, March 08, 2019	<i>*Or until item is out of stock</i>

Qty	Item	Price ea.	Total Price
1	Lenovo ThinkServer TS460 70TT - Server - tower - 4U - 1-way - 1 x Xeon E3-1240V6 / 3.7 GHz - RAM 8 GB - SAS - hot-swap 2.5" - no HDD - AST2400 - GigE - no OS	\$1,395.18	\$1,395.18
6	Hard drive - 1 TB - hot-swap - 2.5" - SATA 6Gb/s - 7200 rpm - for ThinkServer	\$366.16	\$2,196.96
1	Microsoft Windows Server 2016 Essentials - License - 1 processor - OEM - ROK - BIOS-locked (Lenovo)	\$378.94	\$378.94
1	OPTIONAL - 8 GB RAM Upgrade for a total of 16 GB	\$197.86	\$197.86
1	OPTIONAL - Redundant Power Supply - Protects from downtime in event of power supply failure	\$203.75	\$203.75
1	OPTIONAL - Warranty Upgrade from 1 Year On-Site Next Business Day to 3 Year On-Site Next Business Day w/ Technician Installation (other options available)	\$187.86	\$187.86
		Est. Shipping:	\$0.00
		Subtotal:	\$4,560.54
		Tax:	EXEMPT
		Trip Charge:	\$0.00
		Est. Labor:	\$880.00
		Grand Total:	\$5,440.54

****Total is based on estimates for shipping and labor and may vary based upon actual costs****



Quote

Customer:	Village of Roscommon		
Job:	Budget Plus		
Date:	Wednesday, February 06, 2019		
Consultant:	CF		
Valid Until:	Friday, March 08, 2019	<i>*Or until item is out of stock</i>	

Qty	Item	Price ea.	Total Price
1	Lenovo ThinkServer TS460 70TT - Server - tower - 4U - 1-way - 1 x Xeon E3-1240V6 / 3.7 GHz - RAM 8 GB - SAS - hot-swap 2.5" - no HDD - AST2400 - GigE - no OS	\$1,395.18	\$1,395.18
2	Hard drive - 1 TB - hot-swap - 2.5" - SATA 6Gb/s - 7200 rpm - for ThinkServer	\$366.16	\$732.32
1	Microsoft Windows Server 2016 Essentials - License - 1 processor - OEM - ROK - BIOS-locked (Lenovo)	\$378.94	\$378.94
1	OPTIONAL - 8 GB RAM Upgrade for a total of 16 GB	\$197.86	\$197.86
1	OPTIONAL - Redundant Power Supply - Protects from downtime in event of power supply failure	\$203.75	\$203.75
1	OPTIONAL - Warranty Upgrade from 1 Year On-Site Next Business Day to 3 Year On-Site Next Business Day w/ Technician Installation (other options available)	\$187.86	\$187.86
		Est. Shipping:	\$0.00
		Subtotal:	\$3,095.90
		Tax:	EXEMPT
		Trip Charge:	\$0.00
		Est. Labor:	\$880.00
		Grand Total:	\$3,975.90

****Total is based on estimates for shipping and labor and may vary based upon actual costs****



Quote

Customer:	Village of Roscommon	
Job:	BSA Recommends	
Date:	Wednesday, February 06, 2019	
Consultant:	CF	
Valid Until:	Friday, March 08, 2019	<i>*Or until item is out of stock</i>

Qty	Item	Price ea.	Total Price
1	Lenovo ThinkServer TS460 70TT - Server - tower - 4U - 1-way - 1 x Xeon E3-1240V6 / 3.7 GHz - RAM 8 GB - SAS - hot-swap 2.5" - no HDD - AST2400 - GigE - no OS	\$1,395.18	\$1,395.18
6	Hard drive - 1 TB - hot-swap - 2.5" - SATA 6Gb/s - 7200 rpm - for ThinkServer	\$366.16	\$2,196.96
1	Microsoft Windows Server 2016 Essentials - License - 1 processor - OEM - ROK - BIOS-locked (Lenovo)	\$378.94	\$378.94
0	OPTIONAL - 8 GB RAM Upgrade for a total of 16 GB	\$197.86	\$0.00
0	OPTIONAL - Redundant Power Supply - Protects from downtime in event of power supply failure	\$203.75	\$0.00
0	OPTIONAL - Warranty Upgrade from 1 Year On-Site Next Business Day to 3 Year On-Site Next Business Day w/ Technician Installation (other options available)	\$187.86	\$0.00
		Est. Shipping:	\$0.00
		Subtotal:	\$3,971.08
		Tax:	EXEMPT
		Trip Charge:	\$0.00
		Est. Labor:	\$880.00
		Grand Total:	\$4,851.08

****Total is based on estimates for shipping and labor and may vary based upon actual costs****



Quote

Customer:	Village of Roscommon	
Job:	Budget	
Date:	Wednesday, February 06, 2019	
Consultant:	CF	
Valid Until:	Friday, March 08, 2019	<i>*Or until item is out of stock</i>

Qty	Item	Price ea.	Total Price
1	Lenovo ThinkServer TS460 70TT - Server - tower - 4U - 1-way - 1 x Xeon E3-1240V6 / 3.7 GHz - RAM 8 GB - SAS - hot-swap 2.5" - no HDD - AST2400 - GigE - no OS	\$1,395.18	\$1,395.18
2	Hard drive - 1 TB - hot-swap - 2.5" - SATA 6Gb/s - 7200 rpm - for ThinkServer	\$366.16	\$732.32
1	Microsoft Windows Server 2016 Essentials - License - 1 processor - OEM - ROK - BIOS-locked (Lenovo)	\$378.94	\$378.94
0	OPTIONAL - 8 GB RAM Upgrade for a total of 16 GB	\$197.86	\$0.00
0	OPTIONAL - Redundant Power Supply - Protects from downtime in event of power supply failure	\$203.75	\$0.00
0	OPTIONAL - Warranty Upgrade from 1 Year On-Site Next Business Day to 3 Year On-Site Next Business Day w/ Technician Installation (other options available)	\$187.86	\$0.00
		Est. Shipping:	\$0.00
		Subtotal:	\$2,506.44
		Tax:	EXEMPT
		Trip Charge:	\$0.00
		Est. Labor:	\$880.00
		Grand Total:	\$3,386.44

****Total is based on estimates for shipping and labor and may vary based upon actual costs****