

## **Rollin Township Board Meeting – August 15, 2018**

- Supervisor David called the meeting to order with the Pledge of Allegiance at 7:00 PM. Members present were Supervisor David, Treasurer Willett, Clerk Combs and Trustees Walker and Sayre. A quorum was reached.
- Motion by Willett and supported by Walker to approve amended agenda to add CR Rezoning under New Business. All ayes, motion carried.
- Motion by Walker and supported Willett to approve Board meeting minutes July 11, 2018. All ayes, motion carried.
- Motion by Willett and supported by Walker to approve the disbursements. Roll call –Willett-yes, Combs-yes, David-yes, Sayre-yes and Walker –yes. Motion carried.
- Motion by Combs and supported by Walker to approve treasurer’s reports subject to audit. Roll call: Willett-yes, Combs-yes, Walker –yes, Sayre-yes and David-yes. Motion carried.
- Correspondence: Road Commission has announced a change in issuing Transportation permits. Midwest Energy sent a letter describing their policy to cut tree limbs around power lines.
- County Commission Report: Jim Driskill said the Sheriff Department is in Phase 1 of their project which includes razing the old building and the temporary move. Meeting on September 6, 2018 to discuss the dog ordinance. Tire Collection on Saturday, September 8, 2018 at the Fairgrounds.
- Citizen comments: were heard.

### **Committee Reports (consent agenda)**

- Appeals: (2) appeal; Brandon Wadle, 2073 N. Manor Dr., Manitou Beach, MI. to build a porch with less than required front yard setbacks. This variance was approved for all a deck with no sides and a roof. Sides not to be added in the future also one foot overhang permitted.  
Second appeal: Robert Williams, 2617 Round Lake Hwy., Manitou Beach, MI. to build a porch with less than required front-yard setbacks. This variance was denied because the front yard setback is already exceeded. There are no special conditions or circumstances to the requested variance. This is an applicant created problem.
- Assessor: Worked on Land split and policies. Also worked on PTA, PRE’s and deed verification. Prepare L-4029 and review 2018 L-4028. Preparing for AMAR audit on Sept. 10, 2018. Max Griffin has hired a deputy Laura Wager to help with assessing duties.
- Building Inspector- 28 inspections
- Mechanical: 5 inspections
- Plumbing: 6 inspections
- Electrical Inspector: 10 inspections
- Zoning Enforcement: 9 permits and 1 violation.
- Cemeteries: Working on process to go out for bids for contractor to do foundations and dig graves.

-Fire Board: Meet on July 16, 2018, handled 126 calls. The Fire Department purchased two lap tops for the ambulances. The Fire Board authorized pay raises for Paramedics and all personnel that work on weekends.

-Supervisor David gave the Board a copy of the Fire Department contract and asked Board member to review and comment. She plans to review the contract with Township Attorney Fred Lucas.

-Supervisor Report: Supervisor discussed questions on road maintenance. Held meeting to talk with Arcadis on July 25, 2018. Attended/acted as Secretary of July Board of Review meeting. Attended quarterly Drain Board meeting. Worked on election tasks with the Clerk. Worked with Assessor to prepare (I-4029) Tax Rate Request.

-Park: No report.

-Rollin/Woodstock Sanitary Drain: Supervisor David initiated a meeting on 7/25/18 including representatives from Rollin, Woodstock, Addison and the Drain Commission to begin the dialog on next steps following the Arcadis report. The attendants agreed that the project scope should extend beyond the specifics of the technical report to include financial and administrative factors. Furthermore, it was the consensus that we needed a “designated quarterback” to develop and execute a documented agreed upon plan.

At the quarterly Drain meeting on 7/30/18, Commissioner Jenny Escott announced that Steve May would be the “project manager” for the Rollin/Woodstock project. Mr. May understood our concerns. We anticipate at least three meetings prior to the next scheduled Drain Commission meeting on December 12<sup>th</sup> to address these concerns. As Jenny stated in the meeting, the township representatives “need to be confident in presenting the project to residents”. County Commissioner Ralph Tillotson, one of the two voting members on the Drain Commission Board, proclaimed his confidence in Drain Commissioner Jenny Escott and made it clear that Jenny was in charge. Presumably these comments were made to convey that despite Mr. May being the ‘project manager”, Jenny was responsible for all such drain commission activities.

Jenny has scheduled the next meeting in for September 13<sup>th</sup>. The stated purpose of the meeting will be to clarify the procedures for doing a bond issue. This meeting will also be an opportunity establish project goals and objectives and to reiterate the need for a documented, agreed upon plan for achieving the goals and objectives.

-Website: No report.

-Planning Commission: Planning Commission held a meeting on Aug. 2, 2018 and approved proposed zoning ordinance language for solar energy facilities; next meeting will be on Sept. 6, 2018.

-Motion by Willett and supported by Walker to approve consent agenda. All ayes, motion carried.

#### **OLD BUSINESS**

-Hiring Towing contractor for illegal parking on township property was tabled until next meeting.

#### **NEW BUSINESS**

-Motion by Willett and supported by Walker to approve a land split at 4705 Rollin Hwy. RLO-116-1100-00. The land split is approved per the description of land submitted by Bartolo Surveying LLC; describing a parcel of 300 feet by 726’ along Rollin Hwy. Far side of parcel is 963 feet from Raymond Rd. A confirmation of driveway access permit was approved along the east side of Rollin Hwy between Cole Rd and Raymond Rd by the Road Commission. All ayes, motion carried.

-Treasurer Willett presented a copy of Investment Policy to the Board to review and comment on for the next meeting.

-Motion by David and supported by Willett to authorize- The taxes levied by Rollin Township are as follows: On real and personal property, .65 mill township tax; also (1) mill for Advanced Life Support Ambulance, and .25 mill for Fire Department, or the maximum authorized by law due to the adjustment for the "Headlee" amendment, as well as 1% administration fee to cover the administrative costs of assessment and tax collection. Roll call: Sayre-yes, Walker-yes, Willett-yes, Combs-yes and David-yes. Motion carried.

-Motion by Willett and supported by Walker to amend prior motion related to rezoning Bean Creek Resort as follows: Bean Creek resort LLC d/b/a bean Creek Resort rezoned approximately 3 acres of their land from Manufactured Housing Park District (RMH) to Commercial Recreation District (CR) with special approval for a Campgrounds with conditions.

The entire property (both CR and RMH) has seventy-two (72) sites. This motion, to be added to the motion to approve the rezoning, will clarify which sites are Manufactured Housing Park District (RMH) and which sites are Commercial Recreation (CR) with special approval for Campgrounds. The Campgrounds sites are: 3, 5, 7, 11, 12, 13, 14, 15, 18, 19, 20, 21, 22, 26, 27, 28, 29, 30, 32, 35 and 40. The legal addresses for these sites are provided as an attachment and on file in the Clerk's office. Roll call: Sayre-yes, Walker-yes, Willett-yes, Combs-yes and David-yes. Motion carried.

Board Comments:

Citizen's comments: were heard.

-Supervisor David adjourned the meeting at 8:32 pm.

Respectfully submitted by Denice Combs, Rollin Township Clerk

Minutes approved:

Date: \_\_\_\_\_ Supervisor: \_\_\_\_\_ Clerk: \_\_\_\_\_