ROSE TOWNSHIP BOARD OF TRUSTEES

Meeting Minutes | November 2, 2026 | 10:30 a.m. Township Office, 9080 Mason Street, Holly, MI 48442

Approved on 11/18/2026

1. Call to Order, Roll Call, and Agenda

The meeting began at approximately 10:35 a.m. Roll call was taken. All Board members were present except Clerk Debbie Miller. A motion by Maher, seconded by Bourdeau, to excuse Miller was approved.
The agenda was amended to remove the warrant packet, add discussion of assistance with township policies and procedures, and include a Board of Review presentation. The amended agenda was approved.

2. Board of Review

Andy Ziegler, a member of the Board of Review, presented information on the Board of Review's authority concerning poverty hardship exemption applications, including review of applicants' financial information and applicable requirements. No formal action was taken.

3. Township Policies and Procedures

The Board discussed obtaining assistance to review, organize, and develop township-specific policies, procedures, and operational documentation. Concerns included errors in earlier materials and the need for clear, legally supported procedures. A proposed job description, qualifications, and compensation will be prepared for further discussion. No hiring decision was made.

4. Mission Statement

The Board discussed developing a township mission statement and consistent operational expectations, with a goal of completion by November 20, 2026.

5. Winter Tax Insert and Township Projects

The Board discussed an informational insert for winter tax bills addressing township accomplishments, potential improvements, estimated costs, and resident input. Projects mentioned included roads, parks, playgrounds, and signs. Members will provide information for further review. No financing decision was made.

6. Technology and Financial Operations

Updates included auditor access to BS&A, outstanding VC3 computer quotations, and potential future software migration costs. The importance of planning for technology expenses in future budgets was discussed.

7. Meeting Minutes and Recording Technology

The Board discussed meeting note-taking arrangements and authorization procedures; no formal action was taken. The Board also discussed a trial of the OWL recording device and WAVE transcription workflow, potentially at the upcoming Planning Commission meeting. The Clerk will retain responsibility for official minutes; technology would assist with drafting and review.

8. Planning Commission and Ordinances

The Board reviewed future Planning Commission priorities: data center regulations and the moratorium; battery energy facilities; solar and wind ordinances; accessory dwelling units; mobile-home community zoning; special land uses; and Planning Commission bylaws. Further prioritization and direction will be considered. No ordinance amendments were approved.

9. legal, Environmental, and land Division Matters

Discussion included pending Mill Pond court proceedings, regional environmental concerns, and the need for legal and regulatory guidance. Recent changes to the Michigan Land Division Act were discussed, with further review by the planner and attorney recommended.

10. Facilities, Parks, and Maintenance

Updates included Old Town Hall repairs and security, building capacity, park and Rose Pond maintenance, cemetery stump removal estimates, and tracking outstanding assignments.

11. Community and Township Updates

Updates included cleanup following a residential fire on Hickory Ridge Road, possible community assistance, the Neighbor-to-Neighbor meeting, and ongoing forensic audit matters.

12. Assessing, Winter Taxes, and Fire Millage

The Board discussed pending winter tax millage figures, the fire millage scheduled to expire in 2027, and the need for a comprehensive fire department capital improvement plan to inform future funding decisions. No millage or funding decision was made.

13. Adjournment

The meeting concluded at approximately 12:30 p.m.

Draft minutes - subject to Board review, coffection, and approval.