Rose Township Board of Trustees Meeting
MINUTES

September 9, 2026

DRAFT copy to be approved

Location: 9080 Mason Street, Holly, MI 48442

CALL TO ORDER - Supervisor Stilwell called the regular meeting to order at 7:00 p.m.

ROLL CALL

Present: Stilwell, Miller, Jobes, Bourdeau, Maher
Absent: None

APPROVAL OF AGENDA

Supervisor Stilwell stated that under New Business Item #3, Resolution 2026-29 was revised. Copies of the updated resolution were provided.

Motion by Trustee Bourdeau to approve the agenda. Supported by Treasurer Jobes. A voice vote was taken. The motion was carried 5/0.

APPROVAL OF CONSENT AGENDA

Motion by Trustee Bourdeau to approve the Consent Agenda. Supported by Trustee Maher. A roll call vote was taken. Jobes – yes; Stilwell – yes; Maher – yes; Miller – yes; Bourdeau – yes. The motion was carried 5/0.

PUBLIC HEARING - None

PRESENTATION – Greg Hayes, Director of the Holly Township Library

Mr. Hayes thanked Rose Township for its continuing partnership and presented the Library's annual report. He reported approximately $738,000 in annual revenue, including approximately $628,000 from millage revenue, and noted increased participation in teen and children's summer reading and other events. He also highlighted the Library remodeling project, completed without borrowing funds, and the Library's participation in The Library Network (TLN), which expands reciprocal borrowing opportunities for cardholders throughout much of southeast Michigan.
The Board and public discussed reciprocal library use, the number of Rose Township residents using the Library, and access to electronic materials through the Libby application.

UNFINISHED BUSINESS - None

NEW BUSINESS

1. Update and Discussion – Forensic Audit

The Board reviewed progress on obtaining proposals for a forensic audit. The Supervisor contacted by email Plante Moran, Pfeffer, Hanniford & Palka, and Allen C. Young & Associates. Preliminary comparisons are in the board packet. A scope of work was provided. Plante Moran has responded. Waiting to hear from the other two. Treasurer Jobes and Supervisor Stilwell will meet with the firms.

Public Comment: questions regarding process and companies contacted; request to have prospective company(s) come before the board to learn how they do business, their experience, and the municipalities they have worked for; request to learn who other municipalities have used.

The board discussed process. Attorney Delzer suggested getting a general idea of cost to determine whether the audit fees might be above $40,000 and will require obtaining sealed bids. He also suggested having the firms do presentations to the board with a decision to be made at the regular monthly board meeting. The Board generally agreed to obtain preliminary cost information, narrow the firms under consideration, and have selected firms present to the Board.

No action taken.

2. Consideration and Possible Adoption of Resolution 2026-27 - Limiting Employer Contribution to the Township 401(a) Defined Contribution Retirement Plan to Base Pay Only

The Board considered Resolution 2026-27, establishing base pay as the compensation basis for calculating the Township employer contribution to the 401(a) Defined Contribution Retirement Plan. The resolution excludes overtime, bonuses, longevity pay, lumpsum payments, benefit opt-out payments, unused leave payments, severity reimbursements, stipends and other non-base compensations from the calculations of the Township employee or retirement contributions. This would apply to compensation after the effective date.

Public Comment: a resident commented on potential future changes to the contribution amount and generally supported the resolution

TOWNSHIP OF ROSE
OAKLAND COUNTY, MICHIGAN

RESOLUTION 2026-27
A RESOLUTION LIMITING THE EMPLOYER CONTRIBUTION TO THE TOWNSHIP 401(a) DEFINED CONTRIBUTION RETIREMENT PLAN TO BASE PAY ONLY

At a regular meeting of the Township Board of the Township of Rose, Oakland County, Michigan, held at the Rose Township Hall, 9080 Mason Street, Holly, Michigan, on September 9, 2026, at 7:00 pm, notice of which was posted in compliance with the Open Meetings Act, 1976 PA 267, MCL 15.261 *et seq.*:

PRESENT: Stilwell, Miller, Jobes, Bourdeau, Maher

ABSENT: None

The following resolution was offered by Jobes and supported by Maher.

RECITALS

WHEREAS, the Township of Rose (the "Township") sponsors a governmental defined contribution retirement plan intended to be qualified under Section 401(a) of the Internal Revenue Code of 1986, as amended (the "Code"), for the benefit of its eligible employees (the "Plan"); and

WHEREAS, the Township makes an employer contribution to the Plan on behalf of eligible employees, calculated as a percentage of compensation; and

WHEREAS, the compensation base against which that contribution has been calculated has not been defined by the Township Board with sufficient precision to permit consistent payroll administration, with the result that overtime, lump-sum payouts, benefit opt-out payments and other variable or non-recurring pay may have been treated inconsistently from period to period and from employee to employee; and

WHEREAS, basing the employer contribution on regular base pay alone produces a predictable and budgetable annual obligation, prevents variable, non-recurring and in-lieu-of payments from inflating the Township's retirement cost, and treats similarly situated employees consistently; and

WHEREAS, the Township Board wishes to define the compensation base as a closed definition, so that a payment is included only if this Resolution expressly includes it; and

WHEREAS, the federal limits applicable to the Plan are adjusted annually by the Internal Revenue Service, and the Township Board wishes this Resolution to incorporate the limit in effect for the current year automatically rather than requiring re-adoption each year;

NOW, THEREFORE, BE IT RESOLVED by the Township Board of the Township of Rose, Oakland County, Michigan, as follows:

1. Contribution Base. Effective as provided in Section 12, the employer contribution to the Plan shall be calculated solely on an eligible employee's Base Pay, and on no other compensation.

2. "Base Pay" Defined; Closed Definition. For purposes of the employer contribution to the Plan, "Base Pay" means <u>only</u> the following, and no other compensation of any kind:

(a) for an hourly employee, the employee's regular hourly rate multiplied by the hours actually worked in the pay period, up to but not exceeding the employee's regularly scheduled hours;

(b) for a salaried employee, the employee's regular annual salary, allocated over the pay periods in the year; and

(c) for an elected official, the salary established for that office by the Township Board pursuant to MCL 41.95, allocated over the pay periods in the year.

Base Pay does not include any other payment of any kind, however denominated, whether or not that payment is listed in Section 3. Section 3 is illustrative of this Section and does not limit it. If a payment is not expressly described in subsection (a), (b) or (c) above, no employer contribution shall be calculated on it.

3. Payments Excluded From Base Pay. Without limiting the closed definition in Section 2, and for the avoidance of doubt, Base Pay does not include and no employer contribution shall be calculated on:

(a) overtime pay, premium pay and any hours compensated at a rate above the regular rate;

(b) shift differentials, on-call pay, standby pay and call-back pay;

(c) longevity pay;

(d) bonuses, incentive pay, merit lump sums and any other non-recurring payment;

(e) payments in lieu of health, dental, vision, prescription drug, life or disability insurance coverage, including opt-out payments, waiver payments, coverage-declination payments and any other cash paid because an employee does not take a Township-offered benefit;

(f) payments in lieu of any other fringe benefit, payments in lieu of notice, payments in lieu of overtime, and cash received in lieu of a benefit under a Section 125 cafeteria plan;

(g) payouts of accrued but unused sick leave, vacation, paid time off or compensatory time, whether paid annually, upon a cap being reached, or at separation;

(h) severance pay and payments made in settlement of a claim;

(i) per diem payments, mileage reimbursement, expense reimbursements, expense allowances, stipends, and per-meeting payments for service on a board, commission or committee;

(j) the taxable value of fringe benefits, including vehicle allowances, cellular telephone allowances, uniform allowances and employer-provided insurance;

(k) employer contributions to any other retirement, deferred compensation or welfare benefit plan;

(l) workers' compensation benefits, short- and long-term disability benefits, and third-party sick pay; and

(m) any retroactive or catch-up payment attributable to a category excluded by this Section.

4. Payments Not Excluded. Base Pay is determined before, and is not reduced by, an employee's elective salary reductions, including contributions to a Section 457(b) deferred compensation plan, elective deferrals to any Section 401(k) arrangement, contributions to a Section 125 cafeteria plan, and Employee Voluntary After-Tax Contributions to the Plan. An employee's decision to defer compensation shall not reduce the Township's employer contribution.

5. Employer Contribution Rate. The Township shall contribute 10 percent (10%) of each eligible employee's Base Pay per pay period to the Plan, subject to Sections 6 through 8.

6. Federal Limits; Automatic Annual Adjustment. Contributions under the Plan are subject to the federal limits in effect for the current year, as follows:

(a) Annual Additions Limit. The total annual additions credited to a participant's account for any limitation year, taking into account all employer contributions, employee contributions and forfeitures, shall not exceed the lesser of (i) the dollar limitation in effect under Section 415(c)(1)(A) of the Code for that limitation year, as adjusted for cost-of-living increases under Section 415(d) of the Code, or (ii) one hundred percent (100%) of the participant's compensation, as defined in Section 415(c)(3) of the Code, for that limitation year.

(b) Compensation Limit. Compensation taken into account under the Plan for any plan year shall not exceed the limitation in effect under Section 401(a)(17) of the Code for that year, as adjusted for cost-of-living increases.

(c) Automatic Adjustment. This Resolution incorporates the federal limit in effect for each year automatically. No further action of the Township Board is required to give effect to an annual cost-of-living adjustment announced by the Internal Revenue Service, and no amendment of this Resolution is required when a limit changes.

(d) Current-Year Reference Figures. For the 2026 limitation year, the Section 415(c)(1)(A) dollar limitation is $72,000 and the Section 401(a)(17) compensation limitation is $360,000. These figures are stated for reference only. If a figure stated in this subsection differs from the limit actually in effect for the applicable year, the limit actually in effect controls.

7. Statutory Definitions Preserved. The definition of Base Pay in this Resolution governs the calculation of the Township's employer contribution only. It does not narrow, and shall not be applied to narrow, the definition of compensation where the Code, the regulations thereunder, or the Plan document require a broader definition, including for purposes of Section 415 of the Code.

8. Budget Limitation. No employer contribution shall be made in excess of the amount appropriated for that purpose in the Township's general appropriations act, consistent with the Uniform Budgeting and Accounting Act, MCL 141.421 *et seq.*.

9. Prospective Application. This Resolution applies only to compensation paid on or after its effective date. It does not reduce, diminish or impair any employer contribution already allocated to a participant's account, and shall be construed consistently with Article IX, Section 24 of the Michigan Constitution of 1963.

10. Collective Bargaining Agreements. To the extent a collective bargaining agreement to which the Township is a party provides for a retirement contribution calculated on a different base, that agreement controls as to employees in the affected bargaining unit for the remainder of its term. Nothing in this Resolution is intended to modify a mandatory subject of bargaining without negotiation as required by the Public Employment Relations Act, 1947 PA 336, MCL 423.201 *et seq.*.

11. Plan Document and Code Control. This Resolution authorizes and directs an amendment to the Plan; it does not itself amend the Plan. The Township Supervisor and the Township Clerk are authorized and directed to execute such plan amendments, adoption agreements and related documents as the Plan's recordkeeper or third-party administrator requires to implement this Resolution. In the event of any conflict between this Resolution and the Plan document, the adoption agreement, or the Code, the Plan document, adoption agreement and Code shall control.

12. Effective Date. This Resolution shall be effective the later of (a) January 1, 2027, or (b) the first full pay period beginning after the date the corresponding Plan amendment is executed by the Township and accepted by the Plan's recordkeeper.

13. Repeal of Conflicting Provisions. All resolutions and parts of resolutions in conflict with this Resolution are rescinded to the extent of the conflict.

14. Severability. If any provision of this Resolution is held invalid, the remaining provisions shall remain in full force and effect.

> **Motion by Treasurer Jobes to adopt Resolution 2026-27, a resolution limiting the Township employer contribution to the 401(a) Defined Contribution Retirement Plan to base pay only as presented establishing base pay as a compensation basis for the Township employer retirement contribution subject to the terms and conditions contained within the resolution and to authorize the appropriate Township officials to execute any required plan amendment related documents necessary to implement the resolution. Supported by Trustee Maher. A roll call vote was taken. Miller – yes; Bourdeau – yes; Maher – yes: Jobes – yes; Stilwell – yes. The motion was carried 5/0.**

3. Resolution 2026-29 - Amendment to 401(a) Retirement Plan Employee Voluntary After-Tax Contributions

Public Comment: None

A revised resolution was presented according to the requirements provided \by John Hancock, the Township's 401(a) plan manager. The Board discussed allowing employee voluntary after-tax contributions based on base pay and establishing a maximum employee contribution of 90% while the Township (employer) contribution is 10%, subject to the plan terms and applicable limits.

Resolution 2026-29

A meeting of the Board of Trustees of ROSE TOWNSHIP, organized and existing under and by virtue of the laws of the State of MICHIGAN was held on September 9, 2026 pursuant to a consent to hold the meeting, such consent indicated by the signatures of all Trustees to these minutes.

Present: Stilwell, Miller, Jobes, Bourdeau, Maher

The Chairman announced that the first order of business was the consideration by the Board of an amendment to the organization's existing 401 (a) Plan. After an explanation of the terms of the proposed change, a motion was made, seconded and it was unanimously:

RESOLVED, that the organization amend the 401 (a) Plan, as follows:

Increase the Employee Voluntary After-Tax Contribution Max to up to 90% of

compensation. RESOLVED, that the organization amend the 401 (a) Plan, as

follows:

Exclude the following types of compensation from the definition of Plan Compensation for purposes of calculating contributions: Overtime, Bonuses, Stipends and Allowances

FURTHER RESOLVED, that the amendment above be effective November 1, 2026.

A motion was duly made, seconded and unanimously adopted.

Motion by Treasurer Jobes that Rose Township adopts Resolution 2026-29, a resolution amending Resolution 2026-25, to apply employee voluntary after-tax contributions to base pay as presented and to authorize the appropriate Township officials to execute the required plan necessary for implementation. Supported by Trustee Maher. A roll call vote was taken. Stilwell – yes; Miller – yes; Jobes – yes; Bourdeau – yes; Maher – yes. The motion was carried 5/0.

4. 2026 Master Plan Amendment - Rose Center/Hickory Ridge Sub-Area and Future Land Use Map, Proposed Resolution 2026-32.

The Board reviewed amendments adopted by the Planning Commission on August 13, 2026, including elimination of the Rose Center/Hickory Ridge Sub-Area from the 2018 Master Plan, removal of related references, amendment of the Future Land Use Map consistent with “Map 2 - Future Land Use Draft Jan 2026,” (previously referred to as “Option A”) and removal of the black-dotted lines outlining the former sub-area.

The Board noted that the Future Land Use Map is a Master Plan policy document and does not itself rezone property; any future zoning changes remain subject to applicable zoning and rezoning procedures.

Public Comment: resident requested to have public comment after board discussion; second resident agreed

RESOLUTION NO. 2026-32
ROSE TOWNSHIP BOARD OF TRUSTEES
MASTER PLAN AMENDMENT ADOPTION

WHEREAS, the Michigan Planning Enabling Act, Public Act 33 of 2008, provides procedures for the preparation, adoption, amendment, and approval of municipal master plans; and

WHEREAS, the Rose Township Planning Commission has reviewed proposed amendments to the 2018 Rose Township Master Plan concerning the Rose Center/Hickory Ridge Roads area; and

WHEREAS, the Rose Township Planning Commission conducted a public hearing on August 13, 2026, regarding the proposed Master Plan amendments and received public comments and written correspondence concerning the proposed changes; and

WHEREAS, following the public hearing and discussion, the Rose Township Planning Commission adopted the proposed Master Plan amendments by a roll-call vote of 4-0; and

WHEREAS, the Planning Commission's adopted amendments provide for the elimination of the Rose Center/Hickory Ridge sub-area contained in Appendix – Section V of the 2018 Master Plan, together with related references to the sub-area throughout the Master Plan; and

WHEREAS, the amendments further provide for modification of the Future Land Use Map consistent with “Map 2 – Future Land Use Draft Jan 2026,” previously identified as Option A, including removal of the black-dotted lines outlining the former sub-area; and

WHEREAS, the proposed Master Plan amendments establish future land use policy and guidance for the Township and do not, by themselves, constitute a rezoning of any property; and

WHEREAS, the Township Board has reviewed the Planning Commission's recommendation and the proposed Master Plan amendments;

NOW, THEREFORE, BE IT RESOLVED, that the Rose Township Board of Trustees hereby approves and adopts the amendments to the 2018 Rose Township Master Plan as adopted and recommended by the Rose Township Planning Commission on August 13, 2026, including:

1. Elimination of the Rose Center/Hickory Ridge sub-area contained in Appendix – Section V of the 2018 Master Plan and removal of related references to the sub-area throughout the Master Plan;
2. Modification of the Future Land Use Map consistent with “Map 2 – Future Land Use Draft Jan 2026,” previously identified as Option A; and
3. Removal of the black-dotted lines outlining the former Rose Center/Hickory Ridge sub-area from the Future Land Use Map.

BE IT FURTHER RESOLVED, that the Township Supervisor and Township Clerk are authorized and directed to take the necessary administrative actions to finalize, record, and distribute the amended Master Plan consistent with applicable law.

BE IT FURTHER RESOLVED, that adoption of this Master Plan amendment shall not be construed as a rezoning of any property, and any future zoning change shall be considered separately through the procedures established by the Rose Township Zoning Ordinance and applicable Michigan law.

Motion by Treasurer Jobes that Rose Township Board of Trustees adopt Resolution 2026-32 Master Plan amendments adoption approving the amendments of the 2018 Rose Township Master Plan as adopted by the Planning Commission on August 13, 2026, including the elimination of the Rose Center/Hickory Ridge sub-area, modification and future land use consistent with Map 2 and removal of black dotted lines outlining the former sub area and authorize the Township Supervisor and Clerk to take the necessary actions to finalize the amendment. Supported by Trustee Maher. A roll call vote was taken. Maher - yes; Bourdeau - yes; Miller - yes; Jobes - yes; Stilwell - yes. The motion was carried, 5-0.

5. Cancel Planning Commission Meeting - October 1, 2026

Motion by Treasurer Jobes to cancel the Planning Commission meeting scheduled for October 1, 2026. Supported by Trustee Maher. A voice vote was taken. All present voted yes. The motion was carried 5/0.

PUBLIC COMMENTS

Residents raised the following concerns:

- The Rosell Road/Buckhorn Creek culvert closure and detour, including sight-distance, emergency-access, winter travel, school-bus, and farm-equipment safety concerns. Residents requested additional information regarding the expected duration of the closure and possible temporary measures.
- The proposed mining and possible data-center-related development in Springfield Township and potential impacts on nearby Rose Township property.

REPORTS

Clerk / Cemetery

Cemetery stumps have been removed. Election preparations for the November 3 election are underway, and ballots were approved today.

NOCFA

The NOCFA report included hose-testing results for approximately 13,300 feet of hose. The average hose age was reported at approximately 16 years, with about 30% at least 20 years old; approximately 50% of the inventory was identified for replacement, estimated at approximately $20,000. Annual SCBA (self-contained breathing apparatus) testing was underway, and replacement of SCBA units around 2030 was estimated at approximately $425,000. Recent trench-rescue training was also discussed, including its use during an Oxford incident. These are anticipated expenses that need to be funded by Rose and Holly Townships.

Trustee Bourdeau - Neighbor-2-Neighbor / HAYA / Library / ZBA

Trustee Bourdeau reported on preliminary Civic Center Park playground concepts and plans to obtain additional resident feedback. The proposed concepts included an inclusive playground, walking trail, workout area, and possible parking changes. The next Neighbor-2-Neighbor program will feature an insurance broker discussing homeowner coverage. She also reported on research concerning speed and safety issues on Milford Road, including the possibility of requesting a formal speed and safety analysis. The HAYA contract had been signed.

Trustee Maher - NoHaz / Heritage Committee

Trustee Maher reported that three large problematic stumps had been removed at the cemeteries and that two estimates are being requested for cleanup, fill, and seeding. There is an upcoming household hazardous-waste collection event on Saturday, Sep. 12. He will be in the Township office parking lot on Friday afternoon from 3-5 to collect small items from residents such as batteries and paint, so they don’t have to make a trip on Saturday. Any large loads should be brought by residents to the collection site on Saturday. The Township pays the fees, so it’s free to residents.

Treasurer – Treasury / Planning Commission

The Planning Commission has been busy, and there are a few other things coming up with the moratorium on data centers. The Treasurer’s office is coming to the end of tax season collection. The new accounting department processes are in place. They are flowing, and things are moving well there. They temporarily handled some FOIA requests and made a resolution to fulfill the requests. If that needs to go back [to the Clerk’s office], we should talk about that offline. Welcomed public feedback on packet contents to help them better understand what’s going on at the Township. Would like to learn from the public how the Township can give residents more information up front. We are doing an inventory piece, has talked to Steve about some things that he may need for tracking complaints.

Parks and Recreation

Supervisor Stilwell reported that he has gotten three different bids for maintenance of the fence at Dearborn Park, including power washing and staining. The matter will be brought back to the Board for consideration.

Attorney – No report.

Supervisor
The Building Department issued 35 permits in August: 12 building, 9 electrical, 9 mechanical, and 5 plumbing. The GovWell online permitting system went live September 1, allowing online applications, inspections, plan review, invoicing, and credit-card payments. The Department also reported 16 complaints and 12 inspections related to property maintenance and zoning enforcement.

Regarding the Rosell Road closure for the culvert issue, it was an emergency situation, so that’s the reason for the timeline. EGLE is involved. A culvert larger than 5 ft is considered a bridge, and they cannot just put in a new one. They want to widen it and allow the rivers to be naturally flowing. Engineering studies have to be done. The Township will continue to seek information and advocate for progress. Regarding Springfield Township, it’s the same situation. The board has written letters and has been involved with the STEP committee, but that’s all we can do. We have no voting power regarding how the matter of the proposed mining proceeds. It is known that this board does not want the mining operation.

ADJOURNMENT – Supervisor Stilwell adjourned the meeting at 8:30 pm

Respectfully submitted: Diane Hill, Deputy Clerk/Recording Secretary