

Monday Meeting

Rose Township Board of Trustees

Draft Minutes

August 17, 2026

This draft has not been approved by the Board of Trustees

Location: Township Office, 9080 Mason Street, Holly MI 48442

Call to Order – Supervisor Stilwell called the meeting to order at 10:32 am

Roll Call

Present: Stilwell, Jobes, Bourdeau, Maher

Absent: Miller

Motion by Trustee Bourdeau to excuse Clerk Miller. Supported by Treasurer Jobes. A voice vote was taken. All present voted yes. The motion was carried 4/0.

Approval of Agenda

Motion by Treasurer Jobes to approve the agenda as presented. Supported by Trustee Maher. A voice vote was taken. All present voted yes. The motion was carried 4/0.

Brief discussion of coverage plans while Deputy Clerk is on vacation.

Topics

1. Amending Contract Amount Resolution 2026-23, Youth Services Sponsorship Agreement with Holly Area Youth Assistance

Motion by Trustee Maher to fund \$1,500 for administration with a contract. Supported by Treasurer Jobes. A roll call vote was taken. Stilwell – yes; Jobes – yes; Bourdeau – yes; Maher – yes. The motion was carried 4/0.

2. New Website Review

The following items were noted: it looks good on mobile device; we can quickly make changes as needed; Treasurer will work with Web Matters to get host and domain. Regarding content - we need a policy. Brief discussion regarding server that needs to be replaced – we can move content to Active Directory.

3. Do we need a motion to cancel ZBA or Planning Commission in September?

September 1 ZBA meeting can be cancelled. PC may need to meet. Steve will advise.

Motion by Jobs to cancel September 1, 2026 ZBA meeting. Supported by Trustee Maher. A voice vote was taken. The motion was carried 4/0.

4. Warrant Controls

Background: per statute, the Treasurer's office is the only authority to deposit and disperse money, create accounts, and move accounts. Banks cannot read 2 signatures on checks; they will cash checks with a single signature. If people are removed from the signature cards, we have to move the warrant process [no longer a second signature on checks].

The ideal process is as follows:

- Supervisor reviews and approves all payables; forwards to Acctg. Dept.
- Accounting group creates a warrant packet
- Clerk's office signs the warrant packet
- Warrant packet is returned to the Treasurer's office to issue payments
- Only the Treasurer's office signs the check and sends payments

Discussion regarding creating a policy/process to allow alternative warrant packet approval, including email, text, and phone in the event of an absence in the Clerk's department.

Public Comment – resident stated that an alternative approval process should be an electronically signed document (not email, text, phone).

Motion by Trustee Maher to follow the process as outlined with a movement toward a digital signature on the warrant document. Supported by Treasurer Jobs. A voice vote was taken. All present voted yes. The motion was carried 4/0.

Reports

- Deputy Treasurer – none

- Building/Zoning
 - Several inquiries regarding building a garage on lake parcels that are across the street from the residence; solution is to combine lots and build the garage on the lake lot
 - ADUs (additional dwelling units/tiny houses) – increasing requests for ADUs and instances of more residents building/occupying structures that are not the residence (living spaces in garages and barns). An ordinance regarding ADUs is needed and could also solve the issue of septic replacement in high density areas.
 - An R1-A parcel has a burgeoning business venture that is not in compliance with zoning. Brian Borden (planner) is looking at the best way to handle this issue.
- Trustee Bourdeau
 - Regarding beautification initiatives – the board can research and facilitate, but residents have the power and should execute
- Trustee Maher
 - Cemetery clean-up debris has been removed
- Treasurer
 - Will be gone for two weeks and additional 4-5 weeks later this fall – will miss a board meeting and possibly a Planning Commission meeting
- Assessing
 - Has received phone calls regarding IRS Form 1098-SR (to freeze property taxes for seniors). This is a scam. We will post on the website.
 - The State Tax Commission will be auditing Rose Township; assessor has been trained in the process

Public Comments

- A resident commented on the August board meeting discussion regarding procedures for the abatement of high grass and weeds and recovery of costs. They stated that homeowners have different ideas about the area they want to mow and maintain, and we are a rural. Suggested that the board focus more on abandoned vehicles and junk in the yard.

Adjournment – Supervisor Stilwell adjourned the meeting at 12:39 pm.

Submitted by: Diane Hill, Deputy Clerk/Recording Secretary