

**Rose Township Board of Trustees Regular Meeting
May 13, 2026
MINUTES**

Locations: 9080 Mason Street, Holly, MI 48442

CALL TO ORDER - Supervisor Stilwell called the meeting to order at 7:01 p.m.

ROLL CALL

Present: Stilwell, Miller, Jobes, Maher

Absent: Bourdeau

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

APPROVAL OF AGENDA

Request to remove New Business, Item #4, SAD Deposit Policy for Old Township Hall Rental

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

APPROVAL OF CONSENT AGENDA

Motion by Treasurer Jobes to approve the Consent Agenda as presented. Supported by Trustee Maher. A roll call vote was taken. Miller – yes; Maher – yes; Jobes – yes; Stilwell – yes. The motion was carried 4/0.

PUBLIC HEARINGS - None

PRESENTATIONS - None

UNFINISHED BUSINESS - None

NEW BUSINESS

1. Records Scanning and Storage / Intern Program with Michigan Works

Supervisor Stilwell asked to combine New Business, Item #1 with Item #3 (Intern Program with Michigan Works) for this discussion.

Discussion regarded township records storage, digitization, and the potential use of interns to assist with scanning documents into Laserfiche and related systems.

Board points of board discussion:

- Risks to paper records from water damage, fire, and aging storage conditions
- The importance of preserving historical records
- State retention requirements and changing standards for electronic record-keeping.
- Possible use of outside, professional records-management firms
- Potential use of interns through the Michigan Works program

- Policies and procedures for reviewing, categorizing, retaining, or destroying records
- Data privacy and confidentiality concerns

Treasurer Jobes discussed trends toward electronic records retention and cloud-based backup systems.

Public Comments Summary: support for digitization to prevent loss from flooding or fire; concerns about preserving historically significant documents; concerns regarding electronic document security and authenticity; questions regarding future records-management policies

The board agreed that additional policy development and discussion is needed.

No action taken.

2. Overflow Parking for Old Township Hall

Trustee Maher presented a proposal to improve overflow parking at the Old Township Hall by removing unused curbing, extending sidewalk access, and creating additional parking spaces.

Key points of board discussion:

- Existing parking limitations during events
- Safety concerns related to roadside parking and walking distances
- Possible use of additional lawn area for overflow parking
- Potential permitting and planning requirements

Public Comments Summary: suggestion to add striping on the gravel lot; discussion of alternative parking locations; comments regarding building accessibility and long-term facility planning

No action was taken.

3. Park Rental

The terms rental and lease have been used, but the process is really a “reservation” with a refundable damages deposit. Clarification is needed regarding whether a reservation includes all or a portion of the park and how to indicate that use to the public that may want to visit the park on the day of a reservation.

Key points of board discussion:

- Weddings and special events at township parks
- Public access rights to township parks
- Need to clarify rental agreement language
- Expectations regarding courtesy and shared use of park facilities

Public Comments Summary: concern about limiting public access to parks for reservations; general support for allowing pavilion reservations while maintaining public access to other portions of the parks

No action was taken.

PUBLIC COMMENT

- Question about budget meeting and Monday workshop dates
- Petition available for Rose Township residents with concerns regarding the proposed mining site in Springfield Township
- Appreciation expressed for Clean-up Day
- Resident request for Rose Township to conduct an independent property valuation and hydrology study for the area of the proposed mining site; resident offered to pay 25% of cost of the study
- Resident expressed concern about the hydrology impact if the proposed mining site in Springfield Township is approved.

REPORTS

Clerk / Cemetery – Clerk Miller

Clerk Miller reported:

- Election ballots would be ordered the following day
- Cemetery flags were expected to arrive Monday
- Volunteers were requested to assist with placing flags in cemeteries.

NOCFA – Clerk Miller & Supervisor Stilwell

- Financing progress for a new fire truck
- 216 calls during February and March combined; 137 were medical calls; average response time of approximately 7–8 minutes
- Brush Truck #3 repairs: flatbed replacement
- Three FF candidates are advancing
- Flood response activity on North Holly Road
- Projected call volume of approximately 1,600 calls for the year

Trustee Maher

- Neighbor-2-Neighbor hosted a presentation regarding invasive species control
- Upcoming NoHaz event scheduled for June 13 at Oxford Middle School; he will do a mini event on the night before at the Township offices
- Mill Pond legal lake level process continues moving forward; Village helping with establishing legal lake levels; the issue then goes to the court to establish funding

Note: the board clarified that Rose Township is not involved in instituting a SAD for repairs to the Mill Pond dam. The Mill Pond Committee is an independent effort by residents in the area of the Mill Pond.

Treasurer Jobs

- Tax settlement was completed approximately one month earlier than the prior year
- Preparations are underway for the next tax season

Discussion also occurred regarding potential neighborhood improvement financing concepts and impacts of future SAD assessments impacting Rose Township residents on the Mill Pond.

Parks and Recreation

- Supervisor Stilwell announced that Rose Township received a \$105,000 Consumers Energy Foundation grant for the Rose Township Park Restoration Project which will

include removal of invasive species, native habitat restoration, planting trees and shrubs, water quality improvements, and volunteer education opportunities

- Deputy Supervisor Laura Patterson-Lawrence was recognized for her efforts securing the grant

Attorney Delzer – no report

Supervisor Stilwell's Report

- Building Department statistics: 25 building permits issued this month, 4 electrical permits, 4 mechanical permits, 9 plumbing permits, 49 inspections completed
- Zoning Administrator - 49 complaints received and action taken
 - Planning Commission work continues on the Sub-Area planning, a battery ordinance, data center ordinance, and solar and wind ordinance updates

ADJOURNMENT – Supervisor Stilwell adjourned the meeting at 8:33 p.m.

Submitted by: Diane Hill, Deputy Clerk/Recording Secretary