

Monday Meeting Rose Township Board of Trustees

MINUTES

August 24, 2026

Approved 9/9/2026

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

CALL TO ORDER – Supervisor Stilwell called the meeting to order at 10:33 am

ROLL CALL

Present: Stilwell, Jobes, Bourdeau, Maher

Absent: Miller

Motion by Trustee Maher 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 Trustee Maher to approve the August 24 agenda as presented. Supported by Trustee Bourdeau. A voice vote was taken. All present voted yes. The motion was carried 4/0.

Brief discussion regarding Topic #4 – SAD funds were approved in the June budget process but account balances were not included in the approvals because we do not manage the SADs. Although we do not manage SAD accounts, the Township auditor is requesting the board to amend the budget to reflect the SAD account balances.

Question regarding whether the budget amendments could wait until the monthly board meeting since the intention of the Monday meeting is for discussion only and that all non-emergency decisions should be held until the regular monthly board meeting.

Regarding the agenda item to approve bills for payment - it was agreed that bills for payment is an urgent matter that should be done prior to the board meeting so that payments to vendors are timely.

TOPICS

1. Approving bills for payment, including property & liability insurance

The board was in agreement that all bills for payment should be approved at the Monday meeting. Regarding invoices received after the Monday meeting and prior to the next Monday meeting - if the invoice is urgent or might incur termination of services or late charges prior to the next Monday meeting, it should be processed in accordance with the approved warrant process and a check(s) should be issued for payment. The check register for the interim additional checks should be sent to the board before the next Monday meeting for informational purposes. That same interim check register will then be presented at the next Monday meeting for approval along with the new bills for payment.

It was again agreed that time-sensitive and urgent matters can be handled at the Monday meetings.

Motion by Treasurer Jobes to approve the bills for payment. Supported by Trustee Maher. A roll call vote was taken. Stilwell – yes; Jobes – yes; Burdeau – yes; Maher – yes. The motion was carried 4/0.

2. Authorizing a temporary FOIA Coordinator, Proposed Resolution 2026-24

The purpose of this resolution is to assign temporary responsibility for FOIA response to the Treasurer while the Clerk is out of the office. There was a request to revise the proposed resolution language to state that FOIA requests once again become the responsibility of the Clerk when she returns to work.

TOWNSHIP OF ROSE COUNTY OF OAKLAND, STATE OF MICHIGAN RESOLUTION NO. 2026-24

RESOLUTION DESIGNATING THE TOWNSHIP TREASURER AS FREEDOM OF INFORMATION ACT (FOIA) COORDINATOR

At a regular meeting of the Township Board of the Township of Rose, Oakland County, Michigan, held at the Rose Township Offices, 9080 Mason St., Holly, Michigan 48442, on the 24th day of August, 2026.

PRESENT: Stilwell, Jobes, Bourdeau, Maher

ABSENT: Miller

The following resolution was offered by Maher and supported by Stilwell:

WHEREAS, the Michigan Freedom of Information Act, 1976 PA 442, as amended, MCL 15.231 *et seq.* ("FOIA"), declares it the public policy of this State that all persons are

entitled to full and complete information regarding the affairs of government and the official acts of those who represent them as public officials and public employees; and

WHEREAS, MCL 15.236(1) requires that a public body that is a township designate an individual as the public body's FOIA Coordinator, who shall be responsible for accepting and processing requests for the public body's public records under FOIA and for approving denials under MCL 15.235(4) and (5); and

WHEREAS, MCL 15.236(3) permits a FOIA Coordinator to designate another individual to act on the Coordinator's behalf in accepting and processing requests for the public body's public records and in approving denials; and

WHEREAS, MCL 15.234(4) requires the Township to establish procedures and guidelines to implement FOIA and to create a written public summary of those procedures and guidelines, written in a manner so as to be easily understood by the general public; and

WHEREAS, the Township Board finds that the orderly, consistent, and timely administration of FOIA is in the best interest of the Township and its residents, and that designating a FOIA Coordinator by resolution establishes a clear point of accountability for the Township's compliance with FOIA;

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

1. **Designation.** William Jobes, Township Treasurer, is hereby designated as the FOIA Coordinator for the Township of Rose, effective August 24, 2026.
2. **Duties.** The FOIA Coordinator shall be responsible for accepting and processing requests for the Township's public records under FOIA, for approving denials under MCL 15.235(4) and (5), and for otherwise administering FOIA on behalf of the Township in accordance with the Act.
3. **Designee.** Pursuant to MCL 15.236(3), the FOIA Coordinator may designate another individual to act on the Coordinator's behalf in accepting and processing requests for the Township's public records and in approving denials. Any such designation shall be made in writing and filed with the Township Clerk.
4. **Procedures, Guidelines, and Public Summary.** The FOIA Coordinator shall maintain the Township's FOIA procedures and guidelines and the written public summary required by MCL 15.234(4), shall make them publicly available as required by the Act, and shall present any proposed amendments to the Township Board for approval.
5. **Successor.** This designation is made to the individual named above in his capacity as Township Treasurer and shall continue until amended or rescinded by resolution of the Township Board or when the Clerk returns and is capable of performing this duty.

6. **Repealer.** All resolutions and parts of resolutions in conflict with this resolution are hereby rescinded to the extent of such conflict.

Motion by Trustee Maher to adopt Proposed Resolution 2026-24 with the proposed changes. Supported by Supervisor Stilwell. A roll call vote was taken. Maher – yes; Bourdeau – yes; Jobes – yes; Stilwell – yes. The motion was carried 4/0

3. Increase to Voluntary Employee After-Tax Contribution, Proposed Resolution 2026-25

Request to make the following wording change: “Increase the Employee total Voluntary After-Tax Contribution to not exceed 100% of total contribution”

**ROSE TOWNSHIP
OAKLAND COUNTY MICHIGAN**

**2026-25 Resolution to Increase Employee Voluntary After-Tax Contribution
GROUP PENSION PLAN**

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 the pursuant to a consent to hold the meeting, such consent indicated by the signatures of all Trustees to these minutes.

Those present at the meeting of the Trustees of the Organization: Stilwell, 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 total Voluntary After-Tax Contribution to not exceed 100% of total contribution

FURTHER RESOLVED, that the amendment above be effective: August 24, 2026.

Motion by Treasurer Jobes to adopt Proposed Resolution 2026-25 with the total contribution not to exceed 100%. Supported by Trustee Maher. A roll call vote was taken. Bourdeau -yes; Maher – yes; Jobes – yes, Stilwell – yes. The motion was carried 4/0.

4. Budget Amendments – Special Assessment Districts, Proposed Resolution 2026-XX

This item will be moved to the September 9 board meeting agenda.

PRESENTATION - moved to the end of the meeting

Phillips Sign Company

REPORTS & ACTION ITEMS UPDATE

Building/Zoning

- Request to cancel the Sep. 3 Planning Commission Meeting

Motion by Treasurer Jobes to cancel the Sep. 3, 2026 Planning Commission meeting. Supported by Trustee Maher. A voice vote was taken. All present voted yes. The motion was carried 4/0.

- All the features of GovWell site are now up and running on our website; street files are being added
- The GovWell chat feature has been added to all pages of our website

Assessor – no report

Treasurer

- Collecting taxes; making disbursements
- Will add GovWell to our new website before launch
- Will be traveling and late to some Monday meetings

Trustee Bourdeau

- Why wasn't the Township notified about the Davisburg Road maintenance project?
- Asked whether the Supervisor is following up on the ditch issue at 8880 Hickory Ridge Road
- HAYA agreement is ready to review

Trustee Maher

- Has an estimate for stump removal at Brookins Cemetery; Supervisor Stilwell directed him to create a purchase order and submit for approval
- Mill Pond – an old submerged dam has been discovered; it will have to be removed; costs may be around \$2.5M
- Roselle Road bridge project is an inconvenience; Mike knows a local contractor who can do the project in a few days; Supervisor Stilwell asked Maher to follow-up

Deputy Supervisor

- Spraying the invasive plants is completed; removal will start in November; fire authority will oversee burning what is removed

Deputy Clerk

- Requested to have September board packet contents ready on September 1 before she leaves for vacation
- Regarding Sep 9 meeting minutes – they can be transcribed from the recording; clerk can decide how to proceed with minutes if she has returned to work

PUBLIC COMMENTS - none

PRESENTATION - Phillips Sign Company

Six design options were presented for consideration. Questions were posed regarding warranty, maintenance, repairs, and software. Costs for signs and installation were provided. Electrical costs are in addition to the cost of the sign and installation. The county has not yet reviewed the roadside signs for compliance and setback requirements. Initial concerns were the intensity of the light for the one LED signs and its incongruency with the Township's rural character.

ADJOURNMENT – Supervisor Stilwell adjourned the meeting at 12:40 pm.

Submitted by: Diane Hill, Deputy Clerk/Recording Secretary