

**DUE TO THE ENTIRE OFFICE INFECTED WITH
INFLUENZA
THE ROSE TOWNSHIP FEBRUARY 12, 2025 BOARD
MEETING IS POSTPONED TO NEXT WEDNESDAY,
FEBRUARY 19, 2025 at 7:00 p.m.**

Regular Meeting Rose Township Board of Trustees

Location: ROSE TOWNSHIP OFFICES, 9080 Mason Street, Holly MI 48442

**AGENDA
February 12, 2025**

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

- **Brad Stilwell**, Supervisor
- **William Jobes**, Treasurer
- **Debbie Miller**, Clerk
- **Debra Bourdeau**, Trustee
- **Mike Maher**, Trustee

1. Approval of Agenda

2. Approval of Consent Agenda

- Minutes of January 8, 2025
- Receipt of Monthly Reports
- Building Report
- N.O.C.F.A
- HAYA
- Financial Reports
- Treasurers Report
- CDBG Report
- Code Enforcement Officer Report

3. Presentations: None

4. Unfinished Business

A) Rental for old town hall and parks

Proposed Motion: "I move to approve the Park Rental Agreement and the Old Town Hall Rental Agreement, as outlined and presented to the board/council.

5. New Business

A) Approval of Amendments to NOCFA Articles of Incorporation for Adoption by the Rose Township Board – Resolution 2025-04

The revisions have been under review for over a year, with input and updates from the legal teams representing NOCFA, Rose Township, and Holly Township. Additionally, the Supervisor and Clerk have been actively involved throughout the process to ensure the updates are accurate and aligned with all relevant regulations.

Proposed Motion:

I move to approve the amendments to the Code of Ordinances, Chapter 14, Article II North Oakland County Fire Authority, Resolution 2025-02

Agenda Item B: Hiring a Director of Internal Zoning and Building Compliance

I. New Position Title

Director of Zoning and Building Compliance, Maintenance and Code Enforcement

II. Employment Terms

EMPLOYMENT AGREEMENT

- Start date March 3, 2025, subject to termination of existing contractor
- Part time Employee
- Title will be Director of Zoning and Building Compliance (duties set forth below)
- Compensation at a rate of \$40.00 per hour
- Employee will work three (3) days per week in office, plus as needed for questions and answers or inspections with days determined by Supervisor.
- At-will and may be terminated by the Employer with 30 days' written notice.
- Annual performance review

III. Position Description for the Board

Director of Zoning and Building Compliance, Maintenance, and Code Enforcement

Purpose: Rose Township is transitioning to an internally managed Zoning and Building Compliance system. This position consolidates zoning enforcement, code compliance, permit processing, and building maintenance oversight.

Duties:

- Issue and process zoning and building permits.

- Perform property inspections for code compliance.
- Enforce zoning and building ordinances.
- Manage township building maintenance tasks.
- Provide reports to the Township Board as needed.

Benefits to the Township:

- **Cost Savings:** Estimated **\$18,600.00** annual savings.
- **Efficiency:** Reduction of **465** hours annually.
- **Consistency:** internal oversight, eliminating the need for multiple outsourced positions.
- **Availability:** More flexible hours, improving resident access to services.

IV. Board Meeting Motion

MOTION TO APPROVE INTERNAL ZONING AND BUILDING COMPLIANCE POSITION

to approve the creation and hiring of an internal **Director of Zoning and Building Compliance** at an hourly wage of **\$40.00 per hour**. This position consolidates zoning enforcement, building permits, and code compliance, improving operational efficiency while saving the township an estimated **\$18,600.00** annually. The position shall be effective as of **March 3, 2025** and the employment agreement shall be executed accordingly.

Resolution# 2025-02

Agenda Item C: Phase out of Maintenance only Special Assessment Districts:

Description: The Township Board has been researching the issue of continuing to support Special Assessment Districts that are for maintenance only. The Board secured a legal opinion from David Lattie. It was the suggestion of Mr. Lattie that the Township begin to phase out any Special Assessment Districts that are not purely project based. The Board wants to work with the group and associations to assist in the process of this phase out. The board will work with accounting firm to make sure that all funds are properly allocated so they can be returned to each respective association on December 31, 2025. The board agrees to allow any Association that has a maintenance SAD that does not expire until after the phase out date to continue servicing that SAD per the agreement.

Proposed Motion:

"I move that the Township Board begin the phasing out of Special Assessment Districts which are for maintenance purposes only. All Special Assessment Districts which are for maintenance work only will be phased out on December 31, 2025, unless they have an expiration date after such time, and those will continue with servicing from the Township until their stated expiration date. Furthermore, the Board will not accept any further applications for a Special Assessment District that is not project based only, until further notice."

Resolution# 2025-03

6. Announcements

a. NO-HAZ

Dates and locations for this year's NoHaz events have been finalized and are below:

Saturday, April 12, 8 am – 1 pm

Pine Knob Music Theatre

[33 Bob Seger Drive, Clarkston](#)

Saturday, June 7, 8 am – 1 pm

Oxford Middle School

[1420 Lakeville Road](#), Oxford

From M24/Lapeer Road, travel east on Burdick Street

Saturday, July 19, 8 am – 1 pm

Kensington Church

[4640 S, Lapeer Road, Orion Township](#)

Saturday, September 13, 8 am – 1 pm

Oakland County Service Center Campus

[1200 N. Telegraph Road, Pontiac](#)

The information should be posted on the NoHaz website NoHaz and Rose Township website.

Hotline (248-858-5656) Please note that hours at all events will be 8 am - 1 pm

b. NOCFA –February 25, 2025

c. Zoning Board of Appeals March 4, 2025

d. Planning Commission March 6, 2025

e. Board of Trustees March 12, 2025

7. **Public Comments** - Comments only; limit to 3 minutes

8. **Reports**

- a. Clerk
- b. Cemetery
- c. N.O.C.F.A.
- d. Planning Commission
- e. HAYA
- f. Trustee

- g. Treasurer
 - h. Zoning Board of Appeals
 - i. Parks and Recreation
 - j. Heritage Committee
 - k. Supervisor
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8. Adjournment

This notice is posted in compliance with PA267 of 1976 as amended (Open Meetings Act), MCLA 41.72a (2)(3), and the Americans with Disabilities Act. Individuals with disabilities requiring auxiliary aids or services should contact the Rose Township Board of Trustees by contacting the Rose Township Clerk's Office, 9080 Mason Street, Holly, MI 48442. Phone: (248) 634-8701. Email: clerk@rosetownship.com

Posted: 2/11/2025 12:58:20 PM