

**Forsyth Township Board
Regular Meeting
Emergency Services Building
January 17, 2013**

Supervisor Minelli called the meeting to order at 6:30 p.m. followed by the Pledge of Allegiance to the American Flag.

Board Members Present: Supervisor Minelli, Clerk Nordeen, Treasurer Roberts, and Trustees Armatti and Adams.

Board Members Absent: None.

Also Present: Attorney Kevin Koch, a number of Township employees, and interested citizens.

Approval of Minutes: Motion by Adams supported by Roberts to approve the minutes for December 20, 2012. Motion carried.

Public Comment: A resident asked for an update on the Assessing/Zoning violation list.

Agenda: Motion by Nordeen, supported by Armatti, to approve the agenda with the following changes: **add 10l.** Computer Contract, **10m.** Heating Proposal for Office, **10n.** Letter from ING, **10o.** Office, **delete 10i.** Police Digital Cameras, and **move 12a.,** Computer Contract, to action item **10l.** Motion carried.

Department Reports: The following reports were accepted and placed on file: Ambulance, Assessing/Zoning, Senior Citizens Director/Clubhouse, Fire Department, Library, Police Department, Public Works and Treasurers. A report was not received Parks Committee.

Attorney's Report: Attorney Koch stated the Buchler's may be requesting payment for their attorney's fees. There was a meeting with the Salvation Army regarding their lease. There is clarification of lot lines needed, along with other possibilities, to be researched prior to finalizing. The New Swanzey property purchase is near completion, however we are waiting for a copy of the deed, prior to finalizing. There was a possible witness regarding the MediRide case, which turned out to be unusable. The MediRide trial is still set for April 19th.

Approval of Bills & Vouchers: Motion by Roberts, supported by Nordeen, to approve bills and vouchers totaling \$28,468.32 as presented. Motion carried.

**Forsyth Township
Bills To Be Approved
17-Jan-13**

Vendor	Description	Amount
Ace Hardware	Misc Supplies	477.59
Airgas	EMS Supplies	147.19

Auto Value	Misc Parts/Supplies	1,993.12
Business Micro Resource Corp	Software Support-Fire	400.00
Drug Screens Plus	Employee Testing & Annual Fees	207.00
Fox of Marquette	Vehicle Parts	281.37
Galls	Uniforms & Equipment-Police	715.06
GBS	Election Supplies	118.84
Holiday 50 Minute Cleaners	Dry Cleaning	37.04
Joe & Sons	Plowing-Senior Center	150.00
Johnson Telecommunications	Answering Machine & Set-Up	119.00
JRS	Rescue Tools-Fire	200.00
Kevin Koch, PC	Attorney Fees	858.17
Larry's Family Foods	Misc. Building Supplies (May-December)	1,040.44
Marquette General Health Systems	EMS Supplies	285.68
Michigan Association of Municipal Clerks	Membership-Nordeen	60.00
Michigan Taser Distributing	Taser Supplies	73.40
MMC-Occupatonal Medicine	New Employee Physical-Mills	288.00
Motorola	Radios-EMS	5,880.00
Nip & Tuck Alterations	Uniform Alterations-Police	30.00
Northern Michigan University	Police Training	16.00
Postmaster	PO Box Rental-Police; Bulk Permit Fee	250.00
Quill Corporation	Office Supplies-Assessor, Police, Office	749.09
Range Telecommunications	Miss Dig Services & Fire Equipment	179.60
Signs Unlimited	Letter for New Police Car	465.00
Snyders	Misc. Supplies-Various Departments	283.64
State of Michigan	Radio Subscriptions-Fire, EMS, Police	2,200.00
The Mining Journal	Publications	298.43
Upper Great Lakes Family Health	New Employee Physical-C. Kjellin	344.00
		18,147.66

**Forsyth Township
Bills To Be Approved
Additions
17-Jan-13**

Vendor	Purpose	Amount
Ace Hardware	Misc. Supplies	213.42
Airgas	Supplies-EMS & Shop	129.05
Aramark	Uniform & Carpet Service	1,361.54
Beauchamp Plumbing & Heating	Supplies-Office Project	9.99
Bergdahl's Inc.	Parts for Fire Truck	46.10
Ciy of Marquette	Water Analysis	100.00

Dalco	Clubhouse Building Supplies	498.03
El-Com Services	Equipment Installation for New Police SUV	990.00
Fox of Marquette	Truck Parts	5.68
Harris Computer Systems	Annual Support-Water/Sewer	2,366.17
Industrial Marketing	Snow Blower Parts	12.29
JEMS	EMS Subscription	34.00
Marquette County Clerk	November Election Expenses	487.24
Marquette County Equalization	Personal Property Statements	144.20
Menards	Supplies-Shop & Office Project	188.11
Michigan Sales	Kubota Parts	782.89
Quill Corporation	Office Supplies-Office, Senior Center, Police	384.88
Sim Supply	EMS Building Supplies	42.24
The Office Planning Group	Office Copier Maintenance Agreement	749.83
Tim Rector	Service Gun for S. Mills, Payroll Deduct	500.00
UPEA	Clock Tower Drawings	1,275.00
		10,320.66
	Original Bill Listing	18,147.66
	Total Accounts Payable	28,468.32

Voucher Numbers for GO, Police, Clubhouse, Ambulance, Library, Water & Sewer: 62313-62557
Voucher Numbers for Tax: 1369-1376

ACTION ITEMS:

Street Lights (10a.): Motion by Nordeen, supported by Roberts, to approve the light poles as presented with the exception of pole 4524 16W49, as recommended by Chief Rector. Discussion ensued to possibly revisit the need for some lights currently in use. Motion carried.

Ambulance – New Hire (10b.): Motion by Nordeen, supported by Armatti, to approve EMS new hire Stephen Young, with standard rate of pay, \$1.00 per hour for on call hours and \$25.00 per run, after probation is completed. Motion carried.

Ambulance – Purchase KEDS (10c.): Motion by Nordeen, supported by Armatti, to approve purchase of 3 KEDS devices, total not to exceed \$600.00, which will come out of equipment mileage. Motion carried.

Ambulance – Work Stations (10d.): Motion by Nordeen, supported by Minelli, to approve EMS to update office with workstations, chairs, and printer not to exceed \$1250.00. Motion carried.

Fire Department – Dress Blues and Safety Light (10e. & 10f.): Motion by Nordeen, supported by Adams to Table. Motion carried.

Budget Adjustments (10g.): Motion by Roberts, supported by Adams, to approve Budget Adjustments as presented. Motion carried.

**Forsyth Township
Budget Adjustments
17-Jan-13**

GENERAL FUND				
Department	Department #	Original/Amended	New	Difference
Revenue		2,095,555	2,117,315	21,760
Expense				
Supervisor	171	14,885	15,885	1,000
Clerk	215	14,080	15,080	1,000
Treasurer	253	10,480	11,980	1,500
Elections	262	18,050	18,850	800
Cemetery	276	18,645	19,345	700
Professional Services	299	21,000	20,000	(1,000)
Misc Debris	421	3,415	2,415	(1,000)
Public Works	441	148,000	156,000	8,000
Road Work	446	16,000	12,700	(3,300)
Planning & Zoning	721	10,025	14,195	4,170
Insurance	851	37,135	39,340	2,205
Misc Tax Expense	899	39,000	42,500	3,500
Capital Outlay	900	52,595	48,595	(4,000)
Debt Service	990	44,800	46,800	2,000
			Total	15,575
Estimated Beginning Fund				
Balance:	1,447,426	4/1/12		
Estimated Revenues:	2,117,315			
Estimated Expenses:	(2,115,695)			
Estimated Ending Fund Balance:	1,449,046	3/31/13		
POLICE				
		Original/Amended	New	Difference
Revenue		897,715	880,795	(16,920)
Expenses		869,220	880,715	11,495
Estimated Beginning Fund				
Balance:	164,892	4/1/12		
Estimated Revenues:	880,795			
Estimated Expenses:	(880,715)			
Estimated Ending Fund Balance:	164,972	3/31/13		
AMBULANCE EQUIPMENT				
		Original/Amended	New	Difference
Revenue		80,750	77,250	(3,500)
Expenses		15,980	15,980	0
Estimated Beginning Fund				
Balance:	145,347	4/1/12		

Balance:			
Estimated Revenues:	77,250		
Estimated Expenses:	(15,980)		
Estimated Ending Fund Balance:	206,617	3/31/13	

CLUBHOUSE/RECREATION			
	Original/Amended	New	Difference
Revenue	573,960	565,720	(8,240)
Expenses	555,770	548,095	(7,675)
Beginning Fund Balance:	381,880	4/1/12	
Estimated Revenues:	565,720		
Estimated Expenses:	(548,095)		
Estimated Ending Fund Balance:	399,505	3/31/13	

LIBRARY			
	Original/Amended	New	Difference
Revenue	160,805	204,305	43,500
Expenses	170,490	170,490	0
Beginning Fund Balance:	635,123	4/1/12	
Estimated Revenues:	204,305		
Estimated Expenses:	(170,490)		
Estimated Ending Fund Balance:	668,938	3/31/13	

Police Department (10h & 10j.): Motion by Adams, supported by Roberts, to approve 2 new work stations from Compudyne totaling \$2,268.00 and to purchase a Mossberg 500 shotgun for \$500.00. Motion carried.

Dust Control (10k.): Motion by Adams, supported by Nordeen to approve the annual dust control program for the roads presented, totaling \$1995.27. Discussion ensued to possibly add roads to the current list for next year's budgeting. Motion carried.

Computer Contract (10l.): Motion Adams, supported by Armatti, to not approve contract with Compudyne. Motion carried.

Heating Proposal for Office (10m.): Motion by Armatti, supported by Nordeen, to table. Motion carried.

Letter from ING (10n.): Motion by Adams, supported by Minelli, to approve three months of free rent for missing sign, providing Mr. Wakkuri has not been paid on an insurance claim for the sign. Motion carried.

Office (10o.): Motion by Adams, supported by Minelli, to accept Schwalbach's quote for \$958.00, for Meganite Countertops in the customer reception area of the office. Motion carried.

Clubhouse Electrical: Motion by Adams, supported by Nordeen, for approval to draw up RFP for bidding purposes. Motion carried.

Fire Department Bylaws: Motion by Adams, supported by Minelli, to table. Motion carried.

Board of Review Fee: Motion by Minelli, supported by Adams, to approve compensation pay of \$25.00 to the Board of Review Committee Members for attending training classes. Discussion ensued. Motion carried 3-2.

DISCUSSION ITEMS:

Clubhouse – Electrical Updates: Clubhouse has had updated electrical wiring in the past, however, some updates are still needed. See action item.

Fire Department Bylaws: Discussion ensued. Attorney Koch to meet with Fire Chief to clarify some articles listed in the document. See action item.

OLD BUSINESS:

Fire Department Bylaws: Discussion ensued. Attorney Koch to meet with Fire Chief to clarify some articles listed in the document. See action item.

Salvation Army: See Attorney's Report.

CORRESPONDENCE: None.

PUBLIC COMMENT:

A committee member voiced concern about pay compensation for Board of Review classes in February.

BOARD MEMBER COMMENT:

A reminder by Clerk Nordeen regarding the Public Hearing dates for the Water Project.

Lanyards are being pursued, via the Emergency Management Meeting held earlier in January.

The Clock Tower Committee is moving forward, with bids being open in February.

Supervisor Minelli requested that Personnel Policy updates be visited in future meetings.

Adjournment: Supervisor Minelli adjourned the meeting at 7:55 p.m.

Respectfully submitted,

Stacy Filizetti
Clerk/Secretary