

**Forsyth Township Board  
Regular Meeting  
Gwinn Community Center  
October 26, 2017**

Supervisor Boogren called the meeting to order at 6:30 p.m.

**Board Members Present:** Supervisor Boogren, Clerk Borrett, Treasurer Roberts, Trustee Adams and Trustee Armatti

**Board Members Absent:** None

**Also Present:** Attorney Kevin Koch, UPEA Representatives Carr Baldwin, Matt Treado and Ken Dillinger, a number of township employees and concerned citizens.

**Approval of Minutes:** Motion by Roberts, supported by Armatti, to approve the Minutes for September 28, 2017 Regular Board Meeting, as presented. Motion carried.

**Agenda:** Motion by Armatti, supported by Boogren, to approve the agenda with the following changes:  
**Add: 10h.** FD – Hire Fire Fighters, **10i.** Transfer Station Heater and **10j.** Delinquent Personal Property Tax Write-Offs. Motion carried.

**Public Comment:** Pat Johnson thanked the Board for the Community Wide Clean-Up. Beth Casady, Executive Director of the Women’s Center, is interested in a permanent room at the KI Sawyer Center.

**Department Reports:** The following reports were placed on file: Ambulance, Assessing/Zoning, Senior Citizens Director, Library, Police Department, Public Works Department, General Operating Financial Report, and KI Sawyer Community Center. Reports not filed: Fire Department.

**Attorney’s Report:** Attorney Koch stated he has run the ad for the Palmer violation for the 3<sup>rd</sup> time. If there is no response, he will enter a default. The remainder of the process will make it possible to remove the house around December. The Sorensen tax appeal is on hold. Attorney Koch will be filing the multiple township delinquent personal property tax write-offs. Treasurer Roberts suggested Board approval. Supervisor Boogren added it to the agenda as 10j.

**Approval of Bills & Vouchers:** Motion by Roberts, supported by Armatti, to approve the bills and vouchers, totaling \$79,457.86, as presented. Motion carried.

**Forsyth Township  
Bills For Approval  
10/26/17**

<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
Airgas	PW/FD Cylinder Rental and Gases	289.22
American Welding & Gas	EMS Cylinder Rental & Gases	79.25
Apex Software	A/Z Software	470.00

Auto Value	Parts for Various Depts	1,082.26
Canon Financial	Copier Lease	135.07
College Laundry	Carpet and Uniform Service	575.30
Compudyne	Computer Support for Various Depts	520.36
Core & Main	Water Parts	62.00
Crossroads Truck Repair	EMS Tow	270.00
City of Marquette	PW Bacteriological Analysis	100.00
Dalco	Cleaning Supplies Various Dept	687.06
Double Tree Hilton	Hotel for Training	483.96
Elcom Systems	PD Service Agreement	77.00
Embroidery Wear House	EMS Uniforms	296.00
Emergency Medical Products	EMS Medical Supplies	1,144.89
Galls	PD Uniforms	27.90
Gordon Food	KISCC Food	115.34
Great Lakes Testing	FD Ladder	415.00
Insight	PW Hydraulic Fluid	115.40
Joe Boogren	Reimbursement Community Cleanup Bottles	982.50
JR's Tree Service	Cut trees in the Park	600.00
JT Motor Sports	PW Tools	148.91
Joe & Sons Service	PD Tire Repair	78.75
Kevin Koch	Attorney Fees	1,337.89
Marquette Co Health	KISCC Food License	55.00
Marquette Embroidery	PD Uniforms	114.00
Menards	Supplies for Various Depts	221.65
Miller Canfield	Attorney Fees	701.50
Newman Traffic Signs	Street Sign Posts	428.60
North Country Septic	Portable Restrooms	100.00
Northern Michigan University	PD Training	150.00
Nye	PD Uniforms	44.24
Oberstar	Storm Drain Repair	14,350.00
OSI Environmental	Oil Disposal	300.00
Pacific Telemanagement	Pay Phone	50.00
Payne & Dolan	Paving	10,313.98
Pomasl	PD Parts	690.90
Quill	Supplies for Various Depts	274.54
Range	Miss Dig Calls	25.00
Remy Battery	FD Batteries	25.12
Road Machinery & Supplies	PW Backhoe Parts	402.14
Signature Ford	PD Patrol Vehicle	30,220.00
Standard Electric	Streetlight Parts	208.88

The Mining Journal	Publishing	249.20
The Office Planning Group	Office Copier	281.96
The Stitch Witch	PD Uniforms	241.80
TransUnion	PD Background Check	25.00
US Postal Service	Box Renewal	48.00
USA Blue Book	Water Parts	82.55
UPEA	Engineering Services	1,467.50
<b>TOTAL</b>		<b>71,165.62</b>

**Forsyth Township  
Additional Bills For Approval  
10/26/17**

<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
Ace Hardware	Various Dept Supplies	214.10
Associated Constructors	Water Repair Concrete	322.80
Compudyne	Computer Support	37.50
Emergency Medical Products	EMS Medical Supplies	331.48
Galls	PD Uniforms	40.61
Gordon Food Service	KISCC Food	121.40
Hiawatha Chef	SC Faucet	372.95
Lynn Rodgers	License Plate Reimbursement	13.00
MTA	Training	111.00
North Country Disposal	Community Clean UP Containers	6,175.00
Signs Unlimited	PD Patrol Vehicle Graphics	370.00
Snyder Drug	Various Dept Supplies	45.24
US Post Master	SC - Newsletter Postage	76.23
Wells Fargo	Office Supplies	60.93
		<b>8,292.24</b>
<b>Original Bill Listing</b>		<b>71,165.62</b>
<b>Total Accounts Payable</b>		<b>79,457.86</b>

Voucher Numbers for GO, Police, Clubhouse, Ambulance, Library, Water & Sewer: 75000 - 75464

Voucher Numbers for Tax 1744 - 1749

Voucher Numbers for Sewer 1023

Voucher Numbers for Water 1035

**ACTION ITEMS:**

**Clubhouse Roof (10a.):** Motion by Boogren, supported by Adams, to draft and put out an RFP for the replacement or repair of the Clubhouse roof. Discussion ensued. Supervisor Boogren recommended not using a specific engineering company to do a study, but rather put out the RFP to save the Township money. Treasurer Roberts suggested it be part of next years Budget. The Board concurred. Supervisor Boogren and Trustee Adams amended the motion to include the expenses to come out of next year’s budget. Motion carried.

**Clubhouse Kitchen Floor (10b.):** Senior Center Director Brian Veale explained the bids for the kitchen floor repair. Motion by Adams, supported by Boogren, to approve the quote from McCabe’s for \$5,668.58 to retile the Clubhouse kitchen floor. Director Veale also explained that the Memorial Fund will contribute \$3,000, so the cost incurred by the township will be \$2,668.58. Public Works will help with moving appliances. Motion carried.

**A/Z – Zoning Ordinance – Solar Energy (10c.):** Motion by Boogren, supported by Adams, to approve the Solar Energy Amendment to the Forsyth Township Zoning Ordinance, as recommended and presented. Motion carried.

**A/Z – Resolution Waving Fines for Property Transfer Affidavits (10d.):** Motion by Roberts, supported by Adams, to approve the Resolution to Waive the Collection of Penalties or Fines for the Non-Filing or Late-Filing of Property Transfer Affidavits, as presented. Roll call: Trustee Armatti – yes, Trustee Adams – yes, Treasurer Roberts – yes, Clerk Borrett – yes, Supervisor Boogren – yes. Motion carried.

**RESOLUTION TO WAIVE THE COLLECTION  
OF PENALTIES OR FINES FOR THE NON-FILING OR LATE-FILING  
OF PROPERTY TRANSFER AFFIDAVITS  
OCTOBER 26, 2017**

At a regular meeting of the Township Board of Forsyth Township of Marquette County, Michigan, held at the Gwinn Community Center, 165 N. Maple Street, Gwinn, Michigan, on the 26th day of October, 2017, at 6:30 p.m.

PRESENT:

ABSENT:

MOTION BY:

SUPPORTED BY:

**WHEREAS**, MCL 211.27a(10) requires that the buyer, grantee, or transferee of a property notify the local assessing office when a transfer of ownership occurs, by filing Michigan Form L-4260, or Property Transfer Affidavit (PTA), within 45 days of the transfer.

**WHEREAS**, Michigan Form L-4260 (Property Transfer Affidavit), Page 2 – Instructions state that “penalties” for not filing the form accordingly may be levied in the amount of \$5.00 per day, up to a maximum of \$200, for residential and commercial properties, and \$20.00 per day, up to a maximum of \$1,000 for industrial properties (or up to \$20,000 for a transfer when the sale price is over \$1 million).

**WHEREAS**, the Township Assessor has stated that Forsyth Township has never tried to collect fines or penalties from individuals who do not file a PTA.

**WHEREAS**, the State Tax Commission has advised that a local unit of government may adopt a

resolution waiving the penalty if they choose not to collect the fines.

**NOW THEREFORE, BE IT RESOLVED THAT:**

1. This Forsyth Township Board recognizes the statutory requirement of filing a Property Transfer Affidavit following a sale or transfer of property.
2. This Forsyth Township Board, pursuant to information disseminated by the Michigan State Tax Commission, waives the collection of any monetary penalties or fines related to not filing Property Transfer Affidavit, or the late filing of a Property Transfer Affidavit.

AYES:  
 NAYES:  
 ABSTAINED:

**RESOLUTION DECLARED ADOPTED.**

STATE OF MICHIGAN                    )  
   ) ss:  
 FORSYTH TOWNSHIP                    )

I, Michelle Borrett, the fully qualified and acting Clerk of Forsyth Township, State of Michigan, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Township Board of Forsyth Township at a regular meeting held on the 26<sup>th</sup> day of October, 2017, the original of which resolution is on file in my office.

IN WITNESS WHEREOF, I have hereunto set my official signature this 26<sup>th</sup> day of October, 2017.

\_\_\_\_\_  
 Ms. Michelle Borrett  
 Forsyth Township Clerk

**Budget Adjustments (10e.):** Motion by Roberts, supported by Armatti, to approve the Budget Adjustments, as presented. Discussion ensued. Bookkeeper Rodgers explained her concerns over the Water and Sewer rates. UPEA Representative Matt Treado suggested waiting for a 3 month study before changing the rates. Motion carried.

**FORSYTH TOWNSHIP  
 BUDGET ADJUSTMENTS  
 17-Oct-17**

<b>GENERAL FUND</b>				
<b>Department</b>	<b>Department #</b>	<b>Original/Amended</b>	<b>New</b>	<b>Difference</b>
<b>Revenue</b>		2,480,930	2,494,330	13,400
<b>Expense</b>				
Supervisor	171	27,300	28,300	1,000
Office	260	89,100	91,800	2,700
Election	262	4,280	11,380	7,100
Buildings & Grounds	265	137,700	110,200	(27,500)

Public Works	441	138,250	154,400	16,150
Road Work	446	91,000	91,650	650
Transfer Station	528	29,065	44,065	15,000
Insurance	851	35,210	31,210	(4,000)
			<b>Total</b>	11,100
<b>Beginning Fund</b>				
<b>Balance:</b>	1,586,085	4/1/17		
<b>Estimated Revenues:</b>	2,494,330			
<b>Estimated Expenses:</b>	(2,495,335)			
<b>Ending Fund Balance:</b>	1,585,080	3/31/18		

<b>Police</b>			
	<b>Original/Amended</b>	<b>New</b>	<b>Difference</b>
<b>Revenue</b>	957,550	961,270	3,720
<b>Expenses</b>	998,190	1,001,540	3,350
<b>Beginning Fund</b>			
<b>Balance:</b>	270,177	4/1/17	
<b>Estimated Revenues:</b>	961,270		
<b>Estimated Expenses:</b>	(1,001,540)		
<b>Ending Fund Balance:</b>	229,907	3/31/18	

<b>Clubhouse/Recreation</b>			
	<b>Original/Amended</b>	<b>New</b>	<b>Difference</b>
<b>Revenue</b>	525,100	539,100	14,000
<b>Expenses</b>	560,780	587,530	26,750
<b>Beginning Fund</b>			
<b>Balance:</b>	573,308	4/1/17	
<b>Estimated Revenues:</b>	539,100		
<b>Estimated Expenses:</b>	(587,530)		
<b>Ending Fund Balance:</b>	524,878	3/31/18	

<b>Sewer</b>			
	<b>Original/Amended</b>	<b>New</b>	<b>Difference</b>

<b>Revenue</b>	360,700	329,000	(31,700)
<b>Expenses</b>	335,520	367,620	32,100
<b>Beginning Net Position:</b>	1,384,309	4/1/17	
<b>Estimated Revenues:</b>	329,000		
<b>Estimated Expenses:</b>	(367,620)		
<b>Ending Net Position:</b>	1,345,689	3/31/18	

<b>Water</b>	<b>Original/Amended</b>	<b>New</b>	<b>Difference</b>
<b>Revenue</b>	536,160	483,160	(53,000)
<b>Expenses</b>	523,285	506,835	(16,450)
<b>Beginning Net Position:</b>	2,237,731	4/1/17	
<b>Estimated Revenues:</b>	483,160		
<b>Estimated Expenses:</b>	(506,835)		
<b>Ending Net Position:</b>	2,214,056	3/31/18	

**EMS – Hire Paramedic (10f.):** Motion by Boogren, supported by Adams, to approve hiring Paramedic Matthew Hagerty, as recommended. Motion carried.

**Transfer of Tax Foreclosed Property (10g.):** Motion by Roberts, supported by Adams, to approve the Resolution Objecting to Transfer of Tax Foreclosed Property, as presented. Roll call: Trustee Armatti – yes, Trustee Adams – yes, Treasurer Roberts – yes, Clerk Borrett – yes, Supervisor Boogren – yes. Motion carried.

**FORSYTH TOWNSHIP RESOLUTION  
OBJECTING TO TRANSFER OF TAX FORECLOSED PROPERTY**

At a regular meeting of the Forsyth Township Board, Marquette County, Michigan, held at the Gwinn Community Center on October 26, 2017 at 6:30 pm Eastern Standard Time.

PRESENT:

ABSENT:

The following resolution was offered by \_\_\_\_\_ and seconded by \_\_\_\_\_

**WHEREAS**, on October 19, 2017, the Township received correspondence from the Marquette County Treasurer regarding the automatic transfer of certain parcels of property subsequent to tax sale, per MCL 211.78m(6); and

**WHEREAS**, the Township has reviewed this correspondence and has determined that it wishes to refuse the transfer of parcel 52-05-380-020-00; and

**WHEREAS**, the Township understands that it is the intent of the Marquette County Land Bank Authority to acquire the above parcel;

**NOW THEREFORE** BE IT RESOLVED THAT FORSYTH TOWNSHIP REFUSES ACCEPTANCE OF PARCEL

52-05-380-020-00.

ADOPTED:

YEAS:

NAYS:

State of Michigan )  
 )ss.  
County of Marquette )

I, Michelle Borrett, the duly qualified and acting Township Clerk for Forsyth Township, Marquette County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the Forsyth Township Board at a regular meeting held on October 26, 2017.

Signed: \_\_\_\_\_  
Michelle Borrett, Forsyth Township Clerk

**FD – Hire Fire Fighters (10h.):** Motion by Roberts, supported by Borrett, to approve hiring Fire Fighters Derek Nyquist and Phil Kirkwood, as recommended. Motion carried.

**Transfer Station Heater (10i.):** Superintendent of Public Works Eric Jancsi explained the quotes presented. He recommended the quote from Swailes Plumbing & Heating. Discussion ensued. Swailes was vague on the BTU’s of the heater. Motion by Adams, supported by Boogren, to approve the Home Comfort Plumbing, Heating and A/C, option 2, quote for \$3,225.00. Motion carried.

**Delinquent Personal Property Tax Write-Offs (10j.):** Motion by Roberts, supported by Armatti, to approve the lawsuit striking the delinquent personal property taxes. This will involve other townships also. Motion carried.

**DISCUSSION ITEMS:**

**Office and Accessing Office Cleaning (11a.):** Trustee Armatti and Trustee Adams explained that years ago there was a designated cleaning person for the offices. There is currently no one cleaning. The office staff cleans when possible. The public works personnel mop when possible. Trustee Adams suggested writing a job description, determine the employee status, their hours and type of work prior to hiring. Superintendent Jancsi stated during the winter months, because things are slower, his department can clean. It was the consensus of the Board to approve Public Works cleaning for the time being. Clerk Borrett suggested reassessing the position for the next budget year.

**KI Sawyer Community Center (11b.):** Supervisor Boogren questioned the man hours expended at the KI Sawyer Community Center. Superintendent Jancsi will meet with Director Nordeen for specifics on expenses incurred at the Center. He will present his findings to the Board at the next meeting.

**Community Clean-Up (11c.):** Supervisor Boogren called the Community Wide Clean-Up a great success. The expenses exceeded the prior meeting’s motion of \$5,000. The current expenses are approximately \$8,375. He asked the Board to reconsider the approved amount.

**Motion by Roberts, supported by Borrett, to approve an additional cost, not to exceed \$4,000. Motion carried.**



**Audit Review (11d.):** Bookkeeper Rodgers explained that the Board would be receiving their audit findings soon. She informed the Board that there were no negative findings.

**OLD BUSINESS:** None.

**CORRESPONDENCE:** None.

**Public Comment:** Greg Yelland commented on his “No Trespass Order” at the KI Sawyer Community Center. Pat Anderegg commented on the clean-up costs, the Noise Ordinance, the Clubhouse and School Board. Carl Bryzek commented on the Water Ordinance and Property Taxes. Assessor Stachewicz commented on the Sorensen Tax Appeal Hearing.

**Board Comment:** Trustee Armatti stated McFarland may want the old Fire Truck. Supervisor Boogren commented on the Fire Truck. Superintendent Jancsi will speak to them tomorrow. Supervisor Boogren explained that we were assisting Rock with their water department. He also thanked everyone involved in the Community Wide Clean-Up.

**Adjournment:** Supervisor Boogren adjourned the meeting at 7:37 p.m.

Respectfully submitted,

Stacy Filizetti  
Board Secretary

Michelle Borrett  
Forsyth Township Clerk