

**Forsyth Township Board  
Regular Meeting  
Gwinn Community Center  
January 25, 2018**

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 Ted Greeley, UPEA Representative Ken Dillinger, a number of township employees and concerned citizens.

**Approval of Minutes:** Motion by Roberts, supported by Adams, to approve the Minutes for the December 21, 2017 Board Meeting, as presented. Motion carried.

**Agenda:** Motion by Roberts, supported by Armatti, to approve the agenda, as presented. Discussion ensued. Supervisor Boogren asked to add items. Motion amended by Roberts, support amended by Armatti, to approve the agenda with the additions of: **11h.** Millage Renewals and a Closed Session for Legal Opinion, to be placed after 15. Board Comment. Motion carried.

**Public Comment:** Pat Anderegg commented on a cell tower and gunshots in the Princeton area. Assessor Stachewicz commented on the cell tower in Princeton. Bob St. Aubin commented on shooting in Arnold and Handicapped Parking. Chief Warchock commented on the Anderegg comments and St. Aubin parking comment.

**Department Reports:** The following reports were placed on file: Ambulance, Assessing/Zoning, Senior Citizens Director, Fire Department, Library, Police Department, Public Works Department, General Operating Financial Report, and KI Sawyer Community Center.

**Attorney's Report:** Attorney Greeley stated the Palmer default is scheduled for February 1<sup>st</sup>. This case should be closed at that time.

**Approval of Bills & Vouchers:** Motion by Roberts, supported by Borrett, to approve the bills and vouchers, totaling \$52,324.05, as presented. Motion carried.

<b>Forsyth Township Bills For Approval 1/25/18</b>		
<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
Airgas	PW/FD Cylinder Rental and Gases	487.34
American Welding & Gas	EMS Cylinder Rental & Gases	226.14
Appraisal Associates	A/Z Appraisal	525.00
Auto Value	Parts for Various Depts	1,021.54

Bavarian Inn	A/Z Training Lodging	207.90
Beauchamp Plumbing & Heating	KISCC & Office Boiler Repair	571.98
Casselman & Henderson PC	Attorney Fees	1,107.00
City of Marquette	Bacteriological Analysis	100.00
College Laundry	Carpet and Uniform Service	553.17
Compudyne	Computer Support for Various Depts	541.23
Crossroads Mini Mart	PD Fuel	24.74
Curt LeSage Services	PD Training	120.00
Dalco	CH Maintenance Supplies	171.79
Drug Screen Plus	PW Testing	32.00
Elcom Systems	PD Service Agreement	77.00
Emergency Medical Products	EMS Medical Supplies	69.60
Fahey Schultz Burzych Rhodes PLC	Attorney Fees	2,504.00
Ferno	EMS Stretcher and Accessories	9,437.00
Galls	PD Uniforms & Equipment	653.32
Jesse Cadwell	PD Supplies Reimbursement	17.96
Lake Superior Community Partnership	Renewal	275.00
MJ VanDamme	PW Gravel	7,000.00
Marquette Co Health	KISCC Food License	110.00
Menards	Supplies for Various Depts	105.84
Michigan Association of Planning	A/Z Training	200.00
Michigan Townships Assoc	BOR Training	123.50
Nye Uniform	PD Uniforms	296.95
Oberstar	PW Water Supply Parts	2,510.00
Pomasl	FD Gear	462.01
Pomps Tire	FD Tires	646.02
Quill	Supplies for Various Depts	505.37
Randy Heidtman	SC Plowing	100.00
Range	Miss Dig Calls	25.70
Remy Battery Co.	PW Battery	190.52
Snyder Drug	Supplies for Various Depts	80.13
Swales Plumbing & Heating	Transfer Station Heater	1,625.00
The Mining Journal	Publishing	341.50
The Office Planning Group	Copier	204.88
Tim Tomlinson	EMS Physical Reimbursement	100.00
TransUnion	PD Background Check	25.00
UPEA	Engineering Services	253.00
UP Lab Testing	PW Testing	105.00
UP Health System	EMS Medical Supplies	38.12
US Postal Service	PD Box/Permit Renewals	301.00

Wells Fargo	EMS Supplies & MTA Registration	1,112.00
Wex	Fuel for Various Dept	3,263.02
<b>TOTAL</b>		<b>38,448.27</b>

**Forsyth Township  
Additional Bills For Approval  
1/25/18**

<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
Ace Hardware	Various Dept Supplies	564.01
Canon Financial	Copier Lease	135.07
College Laundry & Rentals	Uniform and Carpet Service	31.25
Compudyne	Computer Support	187.50
Dalco	KISCC Cleaning Supplies	206.89
Emergency Medical Products	EMS Medical Supplies	287.87
Frobergs Clothing	PW/CH Safety Boots	396.42
Gwinn Area Comm. Schools	Letters for Park	50.00
JT Motor Sports	PW Tools	74.20
Marquette County Clerk	Notary Fee	10.00
Marquette County Health	KISCC Food License	165.00
Menards	Various Dept Supplies	101.00
Northstar	EAP Services	342.00
Notary Bonding	Notary Fee	64.95
Pacific Telemanagement	Pay Phone	50.00
Quill	Various Dept Supplies	341.54
Standard Electric	FD Plugs	318.89
State of Michigan	Groundwater Discharge Permit	1,500.00
State of Michigan	Notary Fee	10.00
Talsma Controls Co.	Water Chemical Pumps	5,355.66
UPEA	Engineering	3,189.30
US Postal Service	SC Newsletter Postage	76.23
Wells Fargo	MTA Training	418.00
		<b>13,875.78</b>
<b>Original Bill Listing</b>		<b>38,448.27</b>
<b>Total Accounts Payable</b>		<b>52,324.05</b>

Voucher Numbers for GO, Police, Clubhouse, Ambulance, Library, Water & Sewer: 75911-76127

Voucher Numbers for Tax 1757-1784

Voucher Numbers for Sewer 1025

Voucher Numbers for Water 1035

**ACTION ITEMS:**

**2018 Meeting Dates Amended (10a.):** Motion by Boogren, supported by Roberts, to approve the Notice of Schedule of Regular Meetings, as amended. Motion carried.

**PW Fire Truck (10b.):** Motion by Adams, supported by Boogren, to approve selling the Fire Truck to Tri Townships Fire Department for \$7,000. Motion carried.

**FD Fire Truck (10c.):** Motion by Adams, supported by Boogren, to approve selling the Fire Brush Truck to Skandia Township for \$1. Motion carried.

**Office Boiler Repair (10d.):** Motion by Borrett, supported by Armatti, to approve the Beauchamp Plumbing and Heating quote for \$1,186.99, to repair the Office Boiler. Discussion ensued. The boiler is working right now and checked daily. A new boiler has been budgeted for the office. Superintendent of Public Works Eric Jancsi will draft a spec sheet and will solicit updated bids for a new boiler. Motion amended by Borrett, support amended by Armatti, to approve the Beauchamp Plumbing and Heating quote for \$1,186.99, to repair the Office Boiler only in an emergency situation. Motion carried.

**MTA Educational Conference (10e.):** Motion by Adams, supported by Roberts, to approve sending two Board Members and two Staff Members to the MTA Educational Conference, for approximately \$5,492.16. Motion carried.

**Planning & Zoning Training (10f.):** Motion by Boogren, supported by Adams, to approve sending one Board Member and one Staff Member to Planning and Zoning Training for \$922.47. Clerk Borrett stated they may have found a closer training that may cut down the expenses. Motion amended by Boogren, support amended by Adams, to approve sending one Board Member and one Staff Member to Planning and Zoning Training not to exceed \$1,000. Motion carried.

**RFP for Lights in Township Buildings (10g.):** Supervisor Boogren apologized for his lateness in submitting the RFP to the Board Members. He explained the RFP would include buildings and street lighting. Motion by Adams, supported by Borrett, to approve the RFP for Township Lighting, as presented. Treasurer Roberts reminded the Board this would take place for next budget year. Motion carried.

**RFP for Clubhouse Roof (10h.):** Supervisor Boogren summarized the RFP for the Board Members. Motion by Borrett, supported by Adams, to approve the RFP for the Clubhouse Roof, as presented. Motion carried.

**FD – New Hire (10i.):** Motion by Borrett, supported by Armatti, to approve hiring Michaela McKeen as a Fire Fighter. Motion carried.

**FD – Purchase Pagers (10j.):** Motion by Boogren, supported by Adams, to approve purchasing six pagers, not to exceed \$3,000. Motion carried.

**EMS – New Hire (10k.):** Motion by Roberts, supported by Borrett, to approve hiring Paramedic Derek Gates. Motion carried.

**A/Z – Reappoint BOR Members (10l.):** Motion by Borrett, supported by Armatti, to approve re-appointing Board of Review Members Dwight Sunday, Chic Hakes and James Nowak. Motion carried.

**A/Z – Reappoint 2 Alternate BOR Members (10.m.):** Motion by Boogren, supported by Roberts, to approve re-appointing Board of Review Alternates Bonnie Filizetti-Hartzell and George Bodenus. Motion carried.

**PD – Purchase Computers (10.n.):** Motion by Roberts, supported by Adams, to approve purchasing new desktop and laptop computers, not to exceed \$2,000. Motion carried.

**Budget Adjustments (10.o.):** Motion by Roberts, supported by Adams, to approve the Budget Adjustments, as presented.

**FORSYTH TOWNSHIP  
BUDGET ADJUSTMENTS  
16-Jan-18**

<b>GENERAL FUND</b>				
<b>Department</b>	<b>Department #</b>	<b>Original/Amended</b>	<b>New</b>	<b>Difference</b>
<b>Revenue</b>		2,494,330	2,444,130	(50,200)
<b>Expense</b>				
Legislative	101	15,350	14,350	(1,000)
Supervisor	171	28,300	28,800	500
Treasurer	253	17,300	18,000	700
Buildings & Grounds	265	110,200	96,250	(13,950)
Cemetery	276	28,000	25,500	(2,500)
Professional/Training	299	33,200	45,700	12,500
Public Works	441	154,400	159,000	4,600
Road Work	446	91,650	58,650	(33,000)
Transfer Station	528	44,065	45,620	1,555
Contingency	890	50,000	20,000	(30,000)
Misc Office/Computer	895	17,000	18,000	1,000
Capital	900	149,500	182,000	32,500
			<b>Total</b>	<b>(27,095)</b>
<b>Beginning Fund</b>				
<b>Balance:</b>		1,586,085	4/1/17	
<b>Estimated Revenues:</b>		2,444,130		
<b>Estimated Expenses:</b>		(2,468,240)		

<b>Ending Fund Balance:</b>	1,561,975	3/31/18
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<b>Police</b>			
	<b>Original/Amended</b>	<b>New</b>	<b>Difference</b>
<b>Revenue</b>	961,270	959,070	(2,200)
<b>Expenses</b>	1,001,540	1,018,040	16,500
<b>Beginning Fund Balance:</b>	270,177	4/1/17	
<b>Estimated Revenues:</b>	959,070		
<b>Estimated Expenses:</b>	(1,018,040)		
<b>Ending Fund Balance:</b>	211,207	3/31/18	

<b>Ambulance Equipment</b>			
	<b>Original/Amended</b>	<b>New</b>	<b>Difference</b>
<b>Revenue</b>	88,600	87,100	(1,500)
<b>Expenses</b>	5,200	35,000	29,800
<b>Beginning Fund Balance:</b>	260,675	4/1/17	
<b>Estimated Revenues:</b>	87,100		
<b>Estimated Expenses:</b>	(35,000)		
<b>Ending Fund Balance:</b>	312,775	3/31/18	

<b>Clubhouse/Recreation</b>			
	<b>Original/Amended</b>	<b>New</b>	<b>Difference</b>
<b>Revenue</b>	539,100	375,500	(163,600)
<b>Expenses</b>	587,530	347,630	(239,900)
<b>Beginning Fund Balance:</b>	573,308	4/1/17	
<b>Estimated Revenues:</b>	375,500		
<b>Estimated Expenses:</b>	(347,630)		
<b>Ending Fund Balance:</b>	601,178	3/31/18	

Revolving/Improvement			
	Original/Amended	New	Difference
Revenue	75,000	75,000	0
Expenses	32,000	0	(32,000)
Beginning Fund Balance:	831,766	4/1/17	
Estimated Revenues:	75,000		
Estimated Expenses:	0		
Ending Fund Balance:	906,766	3/31/18	

Library			
	Original/Amended	New	Difference
Revenue	173,855	183,967	10,112
Expenses	178,370	185,150	6,780
Beginning Fund Balance:	127,176	4/1/17	
Estimated Revenues:	183,967		
Estimated Expenses:	(185,150)		
Ending Fund Balance:	125,993	3/31/18	

Sewer			
	Original/Amended	New	Difference
Revenue	329,000	331,000	2,000
Expenses	367,620	367,620	0
Beginning Net Position:	1,384,309	4/1/17	
Estimated Revenues:	331,000		
Estimated Expenses:	(367,620)		
Ending Net Position:	1,347,689	3/31/18	

Water			
	Original/Amended	New	Difference
Revenue	483,160	497,870	14,710

<b>Expenses</b>	506,835	516,435	9,600
<b>Beginning Net Position:</b>	2,237,731	4/1/17	
<b>Estimated Revenues:</b>	497,870		
<b>Estimated Expenses:</b>	(516,435)		
<b>Ending Net Position:</b>	2,219,166	3/31/18	

**DISCUSSION ITEMS:**

**Co. Rd. 456 Condemned Property (11a.):** Supervisor Boogren explained there was a string of emails between Chief Warchock, Marquette County and Supervisor Boogren. Supervisor Boogren instructed Chief Warchock, and informed the residents, that the intention of the Board is to proceed with court action. The Board concurred.

**Dump Truck Purchase (11b.):** Trustee Adams indicated the Public Works Department is in need of a dump truck. Superintendent of Public Works Eric Jancsi stated he and Mechanic Daryl Johnson have been researching the issue. Trustee Armatti will research used trucks also. They will present the best fit for the department at next month’s meeting.

**Grant Trees (11c.):** Trustee Adams mentioned a meeting that was planned, but did not take place. Superintendent Jancsi stated he met with Adam from A Jacobson Landscaping regarding the trees needed to fulfill the Grant. He also met with Supervisor Boogren. There was discussion of Pine Tree replacement in Peter Nordeen Park, and perhaps a couple of trees at the Tourist Park and the Boulevard. Adam Jacobson will get a quote with the five different species of trees planted. A decision will be made by Supervisor Boogren, Trustee Adams and Superintendent Jancsi.

**Clock Tower (11d.):** Home Comfort Plumbing and Heating has not completed the work on the furnace in the Clock Tower. When it is complete, Public Works can finish their work then notify E Howard Clock Company to move ahead with the clock repairs.

**EMS – Chest Compression System (11e.):** Trustee Adams questioned waiting for such a lifesaving piece of equipment. There is money in the equipment fund for EMS to purchase it at this time. Bookkeeper Rodgers suggested amending the budget adjustments prior to taking action on purchasing the Chest Compression System.

**Motion by Roberts, supported by Adams, to amend the budget adjustments for the Ambulance Equipment to be \$35,000. Motion carried.**

**Motion by Boogren, supported by Adams, to purchase for \$19,000 the Lucas 3 Chest Compression System. Motion carried.**

**KI Sawyer Center (11f.):** Clerk Borrett is concerned about the expenses at the KI Sawyer Community Center. The Center services Forsyth and West Branch Townships, but is entirely funded by Forsyth. Discussion ensued at length. Supervisor Boogren has been in contact with the YMCA and will reach out again to West Branch. Clerk Borrett, Trustee Adams, Supervisor Boogren and Treasurer Roberts have

concerns about Forsyth Township being responsible for the food program. Clerk Borrett will also contact Redemption Hill.

**Recreation Master Plan (11g.):** Supervisor Boogren gave a brief description of a conversation he and UPEA Representative Ken Dillinger had regarding the current DNR grants. Mr. Dillinger outlined the differences between the Passport and Trust Fund grants. Our best odds of receiving money would be to go with the Trust Fund grants. He went further to explain the requirements and deadlines for applying. A Public Hearing will be required during a February 28<sup>th</sup> Special Meeting. A Recreation Master Plan will be required to apply for the grant.

**Millage Renewals (11h.):** Supervisor Boogren informed the Board of the upcoming millages. Attorney Fahey recommended the millages all expire with a five year deadline. This would mean they would end in 2024. There was discussion about staggered expiration dates as well. Action will need to be taken during next meeting.

**OLD BUSINESS:** None.

**CORRESPONDENCE:** None.

**Public Comment:** Pat Anderegg commented on the location of the KI Sawyer Community Center, a shooting range, a plaque for a former Chief of Police, safety issues, assessed property values and trees on the Boulevard. Keith Jackimowicz commented on the County Road 426 condemned property. Supervisor Boogren asked Attorney Greeley to check with Attorney Pence regarding the County Road 426 property. Kerry Laituri commented on the KI Sawyer Center and grants. Nan St. Aubin asked about the Road Millage. Supervisor Boogren stated there was a road study and there will be Public Hearings to inform the public.

**Board Comment:** Supervisor Boogren reminded the Board that the United Steelworkers Union contract is expiring this year. Contract negotiations will be coming up. It was the consensus of the Board for Supervisor Boogren and Clerk Borrett to be negotiating members. He also updated the Board on the Semco project of new natural gas lines. They will be surveying and drilling in 2018, with a start and finish date in 2019. They are getting permits in order now.

### **CLOSED SESSION**

**At 7:46pm a motion was made by Supervisor Boogren, supported by Trustee Adams, to enter into closed session to consider confidential written legal opinion. Roll call: Clerk Borrett – yes, Treasurer Roberts – yes, Trustee Adams – yes, Trustee Armatti – yes, Supervisor Boogren – yes. Motion carried.**

**At 8:25pm a motion was made by Supervisor Boogren, supported by Trustee Adams, to come out of closed session. Roll call: Clerk Borrett – yes, Trustee Armatti – yes, Supervisor Boogren – yes, Trustee Adams – yes, Treasurer Roberts – yes. Motion carried.**

**Adjournment:** Supervisor Boogren adjourned the meeting at 8:25 p.m.

Respectfully submitted,

Stacy Filizetti  
Board Secretary

Michelle Borrett  
Forsyth Township Clerk