

**Forsyth Township Board
Regular Meeting
Gwinn Community Center
September 27, 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 Representatives Carr Baldwin and Ken Dillinger, a number of township employees and concerned citizens.

Supervisor Boogren introduced the Forsyth Fire Department Firefighters. He asked them to stand and thanked them for their service. He informed the Board and Residents about a large fire at KI Sawyer this past weekend. He stated that four other departments assisted. He introduced Ben Lauren, who is a second generation firefighter. He commended Chief Stansky for the professionalism and training of the department. There will be a benefit held this weekend for fire assistance.

Approval of Minutes: Motion by Boogren, supported by Adams, to approve the Minutes from the August 23rd and September 6th Board Meetings with the correction of Lanny Kraus's name from Lenny. Motion carried.

Agenda: Motion by Adams, supported by Armatti, to approve the agenda as presented. Discussion ensued. Motion amended by Adams, support amended by Armatti, to approve the agenda with the additions of 10s. DNR Grant Resolution and 10t. Form a Recreation Committee. Motion carried.

Public Comment: Pat Anderegg commented on snowmobile race tracks, marijuana and the KI Sawyer Community Center. Leslie Watson commented on the League of Women Voters meeting. Adam Corsicana thanked the Board for the Special Hearing and commented on marijuana.

Department Reports: The following reports were placed on file: EMS, Assessing/Zoning, Senior Citizens Director, Fire, Library, Police, Public Works, General Operating Financial and Water Committee.

Attorney's Report: Attorney Greeley stated a Blight citation was written to Beaudette, which must be paid. A Federal Court suit was not filed properly, therefore nothing needs to be done at this time.

Approval of Bills & Vouchers: Motion by Roberts, supported by Armatti, to approve the bills and vouchers, totaling \$70,853.91, as presented. Motion carried.

**Forsyth Township
Bills For Approval
9/27/18**

Vendor	Description	Amount
Airgas	PW/FD Cylinder Rental and Gases	1,103.24
American Welding & Gas	EMS Cylinder Rental & Gases	231.74
Arrow	EMS Medical Supplies	562.50
Auto Value	Parts for Various Depts	2,089.79
Bound Tree	EMS Medical Supplies	62.58
Casselman & Henderson PC	Attorney Fees	876.00
Colleen Vultaggio	CH Purchase Refrigerator	75.00
College Laundry	Various Dept Carpet/Uniform Svc	580.85
Compudyne	Computer Support for Various Depts	1,080.25
Core & Main	Water Dept Supplies	135.33
Dalco	Supplies for Various Depts	224.25
Elcom	PD Equipment Repair	493.90
Emergency Medical Products	EMS Medical Supplies	2,276.77
Etna Supply	PW Parts	534.50
Fahey Schultz Burzych Rhodes PLC	Attorney Fees	800.50
Froberg's Clothing	SC Boots	168.47
Galls	PD Uniforms & Equipment	126.15
GBS	Election Supplies	960.00
GEI Consultants	PD Building Evaluation	3,809.68
Gordon Food	KISCC Food	156.68
Hedmark Sales & Service	FD Chains	88.00
Jerry's Small Engine Supply	PD Mower Parts	131.07
Joe & Son's Service	PD Tire Repair	15.00
Lynn Rodgers	Reimbursement for Computer	709.98
Marquette City	Water Bacteriological Analysis	80.00
Marquette County	Oak Street Demo	8,257.00
Marquette County Clerk	Election Ads and Kits	534.49
Menards	Supplies for Various Depts	181.40
Modeltown Express	Various Dept Fuel	3,379.63
North Country Septic	Portable Restroom Banshee Park	100.00
Nye Uniform	PD EMS Uniforms	1,108.50
Paula Sirois	Reimbursement for Computer Cables	25.99
Petty Cash	Supplies for Various Depts	105.92
Quill	Supplies for Various Depts	856.78
Range Telecommunications	Miss Dig	24.30
Remy Battery	FD PW Batteries	118.94
SCI Cleaning	PD Cleaning	75.00
Snyder Drug	Supplies for Various Depts	680.00
Standard Electric	FD PW Lights	907.99

State of Michigan	EMS Audit PD Token and SOR	2,397.57
The Mining Journal	Publishing	307.05
The Office Planning Group	Copier	25.19
UP Health System	EMS Medical Supplies	30.56
UP Kubota	PD Kubota Parts	380.30
UPEA	Engineering	148.00
UP Office	SC Copier	274.00
White Water Assoc	Water Analysis	2,554.00
	TOTAL	39,844.84

**Forsyth Township
Additional Bills For Approval
9/27/18**

Vendor	Description	Amount
Ace Hardware	Various Dept Supplies	334.16
American Welding & Gas	EMS Cylinder Rental & Gases	85.20
ChemDry	SC Floor Cleaning	200.00
CLIA Laboratory	EMS Lab Certificate Fee	150.00
Core & Main	Water Tools	109.40
Fred's Rubber Stamp	Stamp	30.29
Galls	PD Uniforms	24.58
Gordy Warchock	PD Reimbursement Vest, Chair, Mats	635.57
Hedmark Sales & Service	FD Chains	40.00
Holiday Cleaners	PD Dry-cleaning	23.18
Menards	PW Water Supplies	49.23
Midwest Security System	Office Alarm Monitoring	186.00
Nye Uniform	PD Uniforms	117.04
Quill	Various Dept Supplies	321.49
State of Michigan	Wastewater Fee	75.00
Swick Plumbing & Heating	Office Boiler	27,643.00
UP-EMS	EMS Conference	240.00
UP Lab Testing	PW Testing	55.00
US Postal Service	SC Postage	79.94
Wells Fargo	Various Dept Supplies	609.99

	31,009.07
Original Bill Listing	39,844.84
Total Accounts Payable	70,853.91

Voucher Numbers for GO, Police, Clubhouse, Ambulance, Library, Water & Sewer: 77564-77780

Voucher Numbers for Tax 1812-1819

Voucher Numbers for Sewer

ACTION ITEMS:

PD – New Hire (10a.): Motion by Roberts, supported by Borrett, to approve hiring Patrol Officer Cassie Smith, as recommended. Chief Warchock introduced new Patrol Officers Cassie Smith and Todd Butler. He gave a brief synopsis of their credentials. Motion carried.

PD – Purchase Patrol Vehicle (10b.): Motion by Adams, supported by Boogren, to approve purchasing a 2019 Ford Interceptor. Discussion ensued. Chief Warchock explained a new quote that came in late and may be a better solution. Motion amended by Adams, support amended by Boogren, to approve purchasing a 2019 Dodge Charger Patrol Vehicle for \$30,887.00. Motion carried.

Budget Adjustments (10c.): Motion by Boogren, supported by Roberts, to approve the Budget Adjustments as presented. Motion carried.

**FORSYTH TOWNSHIP
BUDGET ADJUSTMENTS
27-Sep-18**

GENERAL FUND				
Department	Department #	Original/Amended	New	Difference
Revenue		2,737,225	2,767,225	30,000
Expense				
Elections	262	10,810	11,360	550
Attorney	266	16,800	26,800	10,000
Blight	421	15,540	20,540	5,000
Public Works	441	127,800	142,350	14,550
Transfer Station	528	36,120	46,120	10,000
Senior Center	672	197,400	204,400	7,000
Zoning Board of Appeals	722	600	1,350	750
Misc. Tax Rebates	899	41,500	45,500	4,000
Capital Outlay	900	214,000	188,000	(26,000)
			Total	25,850
Beginning Estimated Fund Balance:	1,649,661	4/1/18		
Estimated Revenues:	2,767,225			

Estimated Expenses:	(2,794,850)	
Estimated Ending Fund Balance:	1,622,036	3/31/19

Ambulance Equipment			
	Original/Amended	New	Difference
Revenue	93,300	93,300	0
Expenses	45,400	50,400	5,000
Beginning Estimated Fund Balance:	319,913	4/1/18	
Estimated Revenues:	93,300		
Estimated Expenses:	(50,400)		
Estimated Ending Fund Balance:	362,813	3/31/19	

Sewer System Change Order 10 (10d.): Motion by Borrett, supported by Armatti, to approve Sewer System Improvement Change Order S10, as presented. UPEA Representative Carr Baldwin explained the change was to finalize the Sewer Project. Motion carried.

Sewer System Pay Resolution (10e.): Motion by Roberts, supported by Borrett, to approve the Resolution for payment of funds for the Forsyth Sewer System Improvements Project, as presented. Roll call: Trustee Armatti – yes, Supervisor Boogren – yes, Trustee Adams – yes, Treasurer Roberts – yes, Clerk Borrett – yes. Motion carried.

Water Committee - Fees (10f.): Motion by Boogren, supported by Armatti, to approve the fees for hose bib meters, tampering fines and new service deposits, as recommended by the Water Committee. Discussion ensued. Trustee Adams explained the fees were not currently listed in the Ordinance. The rates presented are: **(11d) \$30.00 installation, use and removal of a seasonal exterior hosebib water meter. If meter is damaged or lost, replacement cost to user is \$125.00. (11i) \$250.00 tampering fine. (11c) \$750.00 deposit to begin new water/sewer service for blacktop cut and roadway repair. If less than \$750.00, remainder will be returned to user. If more than \$750.00, user will be billed for balance.** Motion carried.

Water Committee - Policy (10g.): Motion by Adams, supported by Boogren, to adopt the Water/Sewer Withdraw Policy, as recommended. Discussion ensued. Trustee Adams stated as people drop from the system, water fees would have to increase. Clarification was made that the policy is not retroactive. The policy reads: **No user may withdraw from the Water/Sewer System after adoption of this policy.** Roll call: Treasurer Roberts – yes, Supervisor Boogren – yes, Trustee Adams – yes, Trustee Armatti – yes, Clerk Borrett – yes. Motion carried.

Noise Ordinance (10h.): Motion by Boogren, supported by Armatti, to approve the Noise Ordinance and Notice of Adoption, as presented. Roll call: Treasurer Roberts – yes, Supervisor Boogren – yes, Trustee Adams – yes, Trustee Armatti – yes, Clerk Borrett. Motion carried.

ORV Ordinance (10i.): Motion by Borrett, supported by Adams, to approve the ORV Ordinance and Notice of Adoption, with the correction of removing Charter Township. Roll call: Supervisor Boogren – yes, Trustee Armatti - yes, Treasurer Roberts - yes, Clerk Borrett – yes, Trustee Adams – yes. Motion carried.

PW – Add Laborer (10j.): Motion by Boogren, supported by Armatti, to approve hiring a third full-time Public Works Laborer, as two are already in the budget. Discussion ensued. Treasurer Roberts commented on the fiscal year timing. Supervisor Boogren stated this played into negotiations. Trustee Adams concurred with the fiscal year timing. Trustee Armatti commented on the long duration of the part-time employees. Bookkeeper Rodgers commented on the funds effected. Roll call: Supervisor Boogren – yes, Trustee Armatti - yes, Treasurer Roberts - no, Clerk Borrett – yes, Trustee Adams – no. Motion carried 3-2.

EMS – Hire 2 EMTs (10k.): Motion by Roberts, supported by Borrett, to approve hiring EMTs Eric Koronka and James Myers, as recommended. Motion carried.

EMS – Training Pay Raise (10l.): Motion by Borrett, supported by Roberts, to approve increasing the EMS training rate from \$10.00 per meeting to \$20.00 per meeting. Treasurer Roberts informed the Board that the current rate has been in effect for approximately 30 years, and that regular trainings last 3-5 hours, with some up to 8 hours. Motion carried.

A/Z - Training (10m.): Motion by Boogren, supported by Roberts, to approve sending the Zoning Administrator to the MSU Certificate Program for approximately \$1,700.00, to achieve certification. Supervisor Boogren clarified Mrs. Jakubowski’s probationary period is complete. Motion carried.

FD – Grant Commitment (10n.): Motion by Adams, supported by Borrett, to approve applying for the Assistance to Firefighters Grant, with the 5% required contribution of \$1250 - \$1,750. Motion carried.

FD – Bunker Gear (10o.): Motion by Adams, supported by Borrett, to approve the Fire Department purchasing 5 sets of Bunker Gear for \$15,000. Motion carried.

FD – New Hires (10p.): Motion by Borrett, supported by Adams, to approve the Fire Department hiring Dustin Milner and Pat Jeske as firefighters. Motion carried.

SC - Flooring (10q.): Motion by Boogren, supported by Adams, to approve the quote from Carpet Specialists for flooring in the Senior Center Offices. The Senior Center Donation Fund will pay \$1,838.88 and the Clubhouse/Recreation Fund will pay \$1,838.88, totaling \$3,677.76. Motion carried.

MERS Resolution (10r.): Motion by Boogren, supported by Adams, to approve the MERS agreement as presented. Supervisor Boogren informed the Board that this agreement is substituting one job title for another job title. Motion carried.

DNR Grant Resolution (10s.): Motion by Boogren, supported by Armatti, to approve the DNR Grant Resolution, as presented. Supervisor Boogren explained the need for the increase of matching funds from \$101,000 to \$124,000 for the \$407,000 grant possible. Roll call: Trustee Armatti – yes, Supervisor Boogren – yes, Trustee Adams – yes, Treasurer Roberts – yes, Clerk Borrett – yes. Motion carried.

Re-Form Recreation Committee (10t.): Motion by Boogren, supported by Adams, to approve forming a Recreation Committee. Discussion ensued. A committee will help with points for DNR Grants. Motion amended by Boogren, support amended by Adams, to approve forming a Recreation Committee consisting of Clerk Michelle Borrett, Lead Man – Recreation, Buildings and Grounds Leonard Fowler and Resident Steven Rodgers. Motion carried.

DISCUSSION ITEMS:

Burn Ordinance (11a.): Supervisor Boogren stated Chief Warchock and Assessor Stachewicz have been working on updating the ordinance. Trustee Adams suggested alerting the Public of the new changes. Supervisor Boogren will craft a mailer.

Museum (11b.): Supervisor Boogren commented on the Museum hours. He would like to have a sign stating viewing times for the Public. Supervisor Boogren will contact the Historical Society Board for an estimated time for moving remaining artifacts to the Flint Street location.

Janitorial Services (11c.): Clerk Borrett stated the need for cleaning some of the Township Offices. She presented the Board with bids from SCI Cleaning and Maintenance for a one time initial deep cleaning and regular maintenance cleanings for the Township Office, Assessing and Zoning Office and Police Department. Discussion ensued. Trustee Adams suggested a new laborer from Public Works may be able to perform the maintenance cleaning.

Motion by Boogren, supported by Adams, to approve the bids from SCI for the preliminary deep cleaning portion. Motion carried.

Roads Committee – Road Millage Public Forum October 16th (11d.): Supervisor Boogren informed the Board of a Public Forum the Roads Committee will be holding to inform the Public and answer any questions they may have on the upcoming ballot.

OLD BUSINESS:

KI Sawyer Community Center (12a.): Supervisor Boogren stated no one has stepped forward to take over the KI Sawyer Community Center, although he has been in communication with the Salvation Army and the faith based organization that was interested before. The employees are aware that Saturday the Center will close.

CORRESPONDENCE: None

Public Comment: Ross Underwood thanked Trustee Armatti for putting the trail in at the Ice Track and offered the Board to go look. Pat Anderegg commented on publishing Ordinances and fire signs. Lenny Bodenus Jr. commented on the light pole and flags in Little Lake. Superintendent of Public Works Jancsi responded to the light pole. James Jackson commented on a response to his letter. Lead Man – Recreation, Buildings and Grounds Leonard Fowler responded to the flags in Little Lake.

Board Comment: Supervisor Boogren informed the Board on the EMS License. The State has implemented new regulations. EMS Director Carilyn Froberg has crafted an action plan for any deficits.

The service is certified. Treasurer Roberts commented on a bill Representative Cambensy is working on. Trustee Adams commented on the Clubhouse back parking lot area.

Adjournment: Supervisor Boogren adjourned the meeting at 7:43 p.m.

Respectfully submitted,

Stacy Filizetti
Board Secretary

Michelle Borrett
Forsyth Township Clerk