

**Forsyth Township Board  
Regular Meeting  
Gwinn Community Center  
October 24, 2019**

Clerk Borrett called the meeting to order at 6:30 p.m.

**Board Members Present:** Clerk Borrett, Trustee Armatti and Trustee Adams

**Board Members Absent:** Supervisor Boogren and Treasurer Roberts

**Also Present:** Attorney Marybeth Marin, a number of township employees and concerned citizens.

**Approval of Minutes:** Motion by Adams, supported by Armatti, to approve the Minutes from the September 26, 2019 Regular Board Meeting, as presented. Motion carried.

**Agenda:** Motion by Borrett, supported by Adams, to approve the agenda with the additions of 10t. Extend Assessing Assistant Hours and 10u. Monument Markers and delete 10a, 10b, and 10e pending further research. Motion carried.

**Public Comment:** Rich Johnson commented on the National Drug Take Back day.

**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.

Trustee Adams asked Superintendent Jancsi about the bids for the clubhouse. Superintendent Jancsi stated they have not received any bids. Trustee Adams would like an update from UPEA Representative Ken Dillinger.

**Attorney's Report:** Attorney Marin stated the Valley Medical language is ongoing. They are still working on the Horseshoe Lake properties. The Deferred Compensation Ordinance and Pension Plan Ordinance are still being reviewed. She will update the Board during next month's meeting.

**Approval of Bills & Vouchers:** Motion by Borrett, supported by Adams, to approve the bills and vouchers for \$50,425.00. That would be subtracting a Subway receipt that she will look into further. Motion carried.

**Forsyth Township  
Bills For Approval  
10/24/19**

<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
Airgas	PW/FD Cylinder Rental and Gases	1,833.94
Apex Software	A/Z Maintenance Renewal	470.00
Auto Value	Various Dept Parts	1,352.60
City of Marquette	Water Testing	150.00

College Laundry	Various Dept Carpet/Uniform Svc	669.78
Code Electrical	CH Repair	248.40
Compudyne	Computer Support & Hardware	1,894.90
Creative Product Sourcing	PD DARE Products	250.79
Dalco	CH/Parks Supplies	29.40
Drug Screen Plus	PW Drug Screening	40.00
Elcom	PD Vehicle Repair	165.00
Emergency Medical Products	EMS Medical Supplies	1,760.39
Fahey Schultz Burzych Rhodes PLC	Attorney Fees	2,106.00
Ferno	EMS Medical Supplies	1,865.42
GEI	PD Engineering Services	466.57
Gordon Food	CH Snacks	223.35
Hiawatha Chef Supply	CH Stove Repair	112.50
Marin Law Firm	Attorney Fees	850.55
MCRC	Road Repairs	14,468.48
Menards	Supplies for Various Depts	372.90
Midway Rentals	PW Supplies	298.98
Nartec	PD Test Kits	58.00
Northland Lawn Sport & Equip	PW Mower Parts	174.70
Nye	PD Uniforms	204.00
Paula Sirois	A/Z Reimbursement Computer Equip	59.99
Pomasl Fire Equip	FD Helmets	755.00
Pride Printing	Transfer Station Slips	321.37
Pomps Tire	Tires for Various Dept	1,158.78
Quill	PD Office Supplies	257.10
Range Telecommunications	Miss Dig	69.24
Remy Battery	PD Battery	7.20
Snyder Drug Store	Supplies for Various Depts	566.95
Spielbauer Fireworks	Fireworks	500.00
The Mining Journal	Publishing	1,152.52
The Office Planning Group	Copier Maintenance	427.11
TransUnion	PD Background Checks	50.00
UPEA	Engineering Services	2,416.92
UP Fabricating	PD Flooring/Basement	385.00
US Post Office	SC Box Renewal	54.00
USA Bluebook	Water Parts	143.64
Wells Fargo	Various Dept Supplies	102.37
	<b>TOTAL</b>	<b>38,493.84</b>

**Forsyth Township  
Additional Bills For Approval  
10/24/19**

<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
Ace	Various Dept Supplies	611.94
A Jacobson Landscaping	Fall Maintenance	4,660.00
Canon Financial Services	Copier Contracts	199.58
Carquest	PW Parts	518.00
Compudyne	Computer Equip and Support	412.50
Double Tree by Hilton	PD Training Hotel	267.75
Emergency Medical Products	EMS Medical Supplies	460.95
Fastenal	PD Flooring	101.58
Froberg's Clothing	PW Boots	150.00
Menards	Various Dept Supplies	421.79
Midway Rentals	PW Safety Jacket	78.99
Modeltown	Various Dept Fuel	3,151.38
Motion Picture License	CH Movie License Renewal	251.65
Standard Electric	Park Parts	2.07
Subway	PD Search/Attorney	79.98
Swick	Office Boiler Maintenance Renewal	318.00
Wolverine Door Service	PW Cold Storage Bldg	245.00
		<b>11,931.16</b>
<b>Original Bill Listing</b>		<b>38,493.84</b>
<b>Total Accounts Payable</b>		<b>50,425.00</b>

Voucher Numbers for GO, Police, Clubhouse, Ambulance, Library, Water & Sewer: 80245 - 80425  
Voucher Numbers for Tax 1905 - 1907

**ACTION ITEMS:**

**Deferred Compensation Ordinance (10a.):** Deleted.

**Pension Plan Ordinance (10b.):** Deleted.

**PD – Replace Body Camera (10c.):** Motion by Borrett, supported by Adams, to approve \$565.00 for purchasing a Body Camera for the Police Department, as requested. Motion carried.

**PD – Create Break Room (10d.):** Motion by Borrett, supported by Armatti, to approve the Police Department creating a break room, not to exceed \$800.00. Discussion ensued. Clerk Borrett stated she believed the amount for the needed items was less than requested \$2,000.00. Trustee Adams stated no other departments have breakrooms and was in question of the need to create a breakroom. Clerk Borrett stated their shifts are long and because of the type of work, they do need a space to decompress. Trustee Armatti asked Interim Chief Kjellin to address the Board. Interim Chief Kjellin stated they needed a quiet place, without phones or people, to decompress after high stress situations. Motion carried.

**PD – Install Door and Keypad (10e.):** Deleted.

**EMS – Purchase 2 PAPRs (10f.):** Motion by Borrett, supported by Armatti, to approve purchasing 2 PAPRs for EMS, not to exceed \$2,000.00. Motion carried.

**EMS – Training Expenses (10g.):** Motion by Borrett, supported by Armatti, to approve training for First Responders and EMTs, totaling \$8,100.00. Clerk Borrett further explained that they would pay for ½ of First Responders training and full for EMTs. She stated that she spoke to EMS Liaison Treasurer Roberts who explained there was a contract for EMTs but not First Responders. Motion carried.

**FD – October Fest Band (10h.):** Motion by Armatti to approve \$800.00 for a band for the Fire Department. No support. Motion failed.

**FD – Purchase Radios (10i.):** Motion by Adams, supported by Borrett, to approve up to \$4,000.00 for the purchase of new vhf radios. Motion carried.

**FD – Fire Truck (10j.):** Motion by Borrett, supported by Armatti, to approve purchasing a Brush Truck for the Fire Department from DANKO/R&R for \$167,588.00, as recommended by the Fire Chief. Trustee Adams noted the Fire Department informed him they would sell two of the old fire trucks and store the new truck inside. Motion carried.

**A/Z – ZBA Appointment (10k.):** Motion by Adams, supported by Armatti, to appoint Mr. Gerald Devine to the open position. Motion carried.

**A/Z – Rezoning Request Refund (10l.):** Motion by Armatti to approve refunding Mr. Gerald Roberts for his zoning request. No support. Motion failed.

**A/Z – Rezoning Request (10m.):** Motion by Armatti, supported by Adams, to rezone Gerald Roberts' 6.4 Acres from C-2 to R-2. Clerk Borrett explained the Marquette County Planning Commission recommended not rezoning the property. Trustee Armatti explained he had sold Mr. Roberts the property and explained the process that put Mr. Roberts' home on this property, along with another home in the area with similar circumstances. Motion carried.

**A/Z – Serenity Drive Traffic Lines (10n.):** Motion by Adams, supported by Borrett, to request the Marquette County Road Commission put the center lines back on Serenity Drive. Motion carried.

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

**FORSYTH TOWNSHIP  
BUDGET ADJUSTMENTS  
14-Oct-19**

<b>GENERAL FUND</b>				
<b>Department</b>	<b>Department #</b>	<b>Original/Amended</b>	<b>New</b>	<b>Difference</b>
<b>Revenue</b>		2,637,780	2,712,810	75,030
<b>Expense</b>				
Assessing	209	220,220	241,220	21,000
Election	262	5,150	9,570	4,420
Cemetery	276	36,235	40,735	4,500
Professional/Other	299	46,000	56,000	10,000
Transfer Station	528	39,915	54,915	15,000
Senior Center	672	201,850	204,850	3,000
Planning/Zoning	721	3,165	3,665	500
Zoning Board of Appeal	722	1,350	1,850	500
Capital Outlay	900	217,500	212,500	(5,000)
			<b>Total</b>	<b>53,920</b>
<b>Beginning Fund Balance</b>	1,579,900	4/1/19		
<b>Estimated Revenues:</b>	2,712,810			
<b>Estimated Expenses:</b>	(2,765,260)			
<b>Estimated Ending Fund Balance:</b>	1,527,450	3/31/20		

<b>Police</b>			
	<b>Original/Amended</b>	<b>New</b>	<b>Difference</b>
<b>Revenue</b>	1,063,825	1,063,825	0
<b>Expenses</b>	1,072,760	1,079,760	7,000
<b>Beginning Fund Balance</b>	268,892	4/1/19	
<b>Estimated Revenues:</b>	1,063,825		
<b>Estimated Expenses:</b>	(1,079,760)		
<b>Estimated Ending Fund Balance:</b>	252,957	3/31/20	

<b>Ambulance Equipment</b>			
	<b>Original/Amended</b>	<b>New</b>	<b>Difference</b>
<b>Revenue</b>	91,200	96,000	4,800
<b>Expenses</b>	56,100	74,100	18,000

<b>Beginning Fund Balance</b>	354,326	4/1/19	
<b>Estimated Revenues:</b>	96,000		
<b>Estimated Expenses:</b>	(74,100)		
<b>Estimated Ending Fund Balance:</b>	376,226	3/31/20	

<b>Clubhouse/Recreation</b>			
	<b>Original/Amended</b>	<b>New</b>	<b>Difference</b>
<b>Revenue</b>	364,400	388,500	24,100
<b>Expenses</b>	581,600	597,615	16,015
<b>Beginning Fund Balance</b>	630,105	4/1/19	
<b>Estimated Revenues:</b>	388,500		
<b>Estimated Expenses:</b>	(597,615)		
<b>Estimated Ending Fund Balance:</b>	420,990	3/31/20	

<b>Revolving</b>			
	<b>Original/Amended</b>	<b>New</b>	<b>Difference</b>
<b>Revenue</b>	73,000	85,000	12,000
<b>Expenses</b>	145,050	145,050	0
<b>Beginning Fund Balance</b>	1,019,260	4/1/19	
<b>Estimated Revenues:</b>	85,000		
<b>Estimated Expenses:</b>	(145,050)		
<b>Estimated Ending Fund Balance:</b>	959,210	3/31/20	

<b>Sewer</b>			
	<b>Original/Amended</b>	<b>New</b>	<b>Difference</b>
<b>Revenue</b>	367,000	369,500	2,500
<b>Expenses</b>	351,020	375,470	24,450
<b>Beginning Net Position:</b>	1,409,057	4/1/19	
<b>Estimated Revenues:</b>	369,500		
<b>Estimated Expenses:</b>	(375,470)		
<b>Estimated Ending Net Position:</b>	1,403,087	3/31/20	

<b>Water</b>			
	<b>Original/Amended</b>	<b>New</b>	<b>Difference</b>
<b>Revenue</b>	644,000	650,500	6,500
<b>Expenses</b>	517,760	654,310	136,550

<b>Beginning Net Position:</b>	2,303,277	4/1/19
<b>Estimated Revenues:</b>	650,500	
<b>Estimated Expenses:</b>	(654,310)	
<b>Estimated Ending Net Position:</b>	2,299,467	3/31/20

<b>Roads</b>	<b>Original/Amended</b>	<b>New</b>	<b>Difference</b>
<b>Revenue</b>	287,500	289,000	1,500
<b>Expenses</b>	179,900	233,700	53,800
<b>Beginning Fund Balance</b>	279,245	4/1/19	
<b>Estimated Revenues:</b>	289,000		
<b>Estimated Expenses:</b>	(233,700)		
<b>Estimated Ending Fund Balance:</b>	334,545	3/31/20	

**Credit Card Acceptance (10p.):** Motion by Adams, supported by Borrett, to move forward with accepting credit cards for payments. Discussion ensued. Trustee Armatti clarified it would not cost the Township any money, the user will be paying for the service. Bookkeeper Rodgers highlighted the payment process outlined in the contract provided. Motion carried.

**WC – 220 W. Carbon (10q.):** Motion by Adams, supported by Armatti, to approve the settlement put together by the Water Committee. Motion carried.

**PW – Purchase Air Compressor (10r.):** Motion by Armatti, supported by Adams, to purchase an Air Compressor for \$25,000.00. Clerk Borrett questioned the bidding process. Superintendent of Public Works affirmed he did solicit 3 bids. Motion carried.

**UPPCO Easement (10s.):** Motion by Adams, supported by Borrett, to approve the UPPCO Easement, as presented. Trustee Adams questioned why there was not a monetary value. Motion carried.

**Extend Assessing Assistant Hours (10t.):** Motion by Borrett, supported by Adams, to extend the Assessing Assistants hours through the end of November. Clerk Borrett stated the reason for the extension is inclement weather has slowed the process. Motion carried.

**Monument Markers (10u.):** Motion by Adams, supported by Armatti, to spend up to \$1,500 on Markers for four of our buildings. He explained that plaques were placed in the past but have not been placed on the newer buildings. He would like to put a plaque at the Band Stand also. He clarified the buildings were the bridge, pavilion, shelter and the community building in the park. Motion carried.

**DISCUSSION ITEMS:** None

**OLD BUSINESS:** None

**CORRESPONDENCE:** None

**Public Comment:** Carlos Baez stated his father serves on the EMS.

**Board Comment:** Clerk Borrett expressed her gratitude and proudness for the Police and EMS for this weekend's events. Trustee Adams thanked them for the search that also took place recently.

**Adjournment:** Clerk Borrett adjourned the meeting at 7:01 p.m.

Respectfully submitted,

Stacy Filizetti  
Board Secretary

Michelle Borrett  
Forsyth Township Clerk