

Forsyth Township Board  
Regular Meeting  
Emergency Service Building  
October 27, 2011

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

**Board Members Present:** Supervisor Minelli, Clerk Filizetti-Hartzell, Treasurer Nordeen & Trustees Armatti & Roberts.

**Also Present:** Carr Baldwin & Ken Dillinger of UPEA, Attorney Kevin Koch, County Commissioner/Attorney Bill Nordeen, a number of township employees & interested citizens.

**Award Presentation – Dylan Hart:** Supervisor Minelli presented Scout Dylan Hart with a certificate of appreciation for an outstanding job building benches for the Veterans Memorial in the Gwinn cemetery.

**Approval of Minutes:** Motion by Nordeen, supported by Roberts to accept, with corrections, the September 22, 2011 minutes as presented. Motion carried. Corrections are as follows: under Minutes – add August 25, 2011 minutes; under Action Items – Replacement – Three Trees, add cost of trees; under Ambulance & Truck Bids – correct date. Also, after researching previous minutes it was found that action taken regarding office hours was “permanent”, not “temporary”.

**Public Comment:** Dillinger, UPEA, asked to address the Tourist Park Project. Mike Tousignant asked to address the board regarding his junk yard.

**Approval of Agenda:** Motion by Roberts, supported by Nordeen & unanimously carried to approve the October 27<sup>th</sup> agenda with the following deletions & additions: under Action Items – delete Election Inspectors; under Action Items - add Terry Barnes Bill, Community Promotion – Haunted House, Ice Rink Liners for Nordeen Park & Sawyer; under Discussion Items – add MTA Convention – January 25<sup>th</sup> to 27<sup>th</sup>, 2012.

**DEPARTMENT REPORTS:**

The following reports were accepted & placed on file: Ambulance, Assessing/Zoning, Library, Police Department, Senior Citizens Director & Treasurer’s Report.

**Attorney’s Report:** Sawyer, Learning Center case, Kevin can’t get in touch with attorney, the appeal is still pending. Waiting for property deed from Adamini on the Barriger case. No news on the civil rights case.

**Approval of Bills & Vouchers:** Motion by Nordeen, supported by Filizetti-Hartzell & unanimously carried approving bills in the amount of \$48,615.13 as presented along with voucher numbers 58731-59037 & 1262-1267.

**Forsyth Township  
Bills to be Approved**

**27-Oct-11**

<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
A. Jacobson Landscaping	Sidewalk Trees	975.00
Airgas	Rentals-Public Works & EMS	78.66
Aramark Uniform Service	Carpet & Uniform Service	839.38
Auto Value	Misc Parts/Supplies	182.38
Champion Glass & Countertops	Office Door Window Replacements	885.60
City of Marquette	Water Analysis	60.00
Compudyne	Computer Repairs-Office & Assessor	959.00
Elliott	Saw Blades-Shop	377.00
Holiday 50 Minute Cleaners	Dry Cleaning-Police	48.71
Kevin Koch PC	Attorney Fees	1,022.38
Lena Sod Farm	Sod for Cemetery	594.00
Marquette General Health Systems	EMS Supplies	14.00
Michigan Sales & Equipment	Lawn Mower Parts	152.64
Michigan Townships Association	Reference Manual	16.50
ModelTown Express	Diesel for Loader & Air Compressor	107.56
Menards	Baseball Field Repairs	266.28
Neils Trucking & Excavating	Banshee Park Upgrades & Truck for Trans Station	6,130.00
North Country Disposal	Recycling Container	200.00
Northern Michigan University	Training-Police	40.00
Petty Cash	Misc Expenses-Office, Public Works, Police, Fire	173.76
Postmaster	Senior Center PO Box Rental	36.00
Quill Corporation	Office Supplies-Office, Elections, Clubhouse	372.00
Range Telecommunications	Miss Dig Services	18.50
Standard Electric Company	Bulbs for Street Lights	158.52
State of Michigan	2010-11 Audit	9,954.00
The Mining Journal	Publications	795.40
The Office Planning Group	Copier Agreement	125.31
UP Engineers & Architects	Engineering Services-Water Project	23,947.55
USA BlueBook	Water Supplies	85.00
		<b>48,615.13</b>

**Forsyth Township  
Bills to be Approved  
Additions  
27-Oct-11**

<b>Vendor</b>	<b>Purpose</b>	<b>Amount</b>
Ace Hardware	Misc Supplies	739.66
Anderson Communications	Pager Repairs-Fire	60.00
Beauchamp Plumbing & Heating	Kidder Shaft Repair	14.06
Beauchamp Plumbing & Heating	Heating Repairs-Library & Senior Center	310.24
BS&A	Tax System Annual Support	685.00
Holiday 50 Minute Cleaners	Dry Cleaning	25.84
JR Electrical	Street Light Repairs & Meter Installations	937.50
Marquette County Equalization	Summer Tax Bills	1,640.54
Marquette Medical Group	Physical-J. Cadwell	257.00
Menards	Table Saw	171.38
North Country Disposal	Recycling Box	200.00
Pitney Bowes	Postage Meter Supplies	281.91
Quill Corporation	Office Supplies-Senior Center & Police	470.22
Sim Supply, Inc.	EMS Building Supplies	159.65
Smith Paving	Service Tap	300.00
Snyders	Supplies-Elections & Tourist Park	37.96
Wells Fargo	Office Supplies	58.13
		<b>6,349.09</b>
	<b>Original Bill Listing</b>	<b>48,615.13</b>
	<b>Total Accounts Payable</b>	<b>54,964.22</b>

Voucher Numbers for GO, Police, Clubhouse, Ambulance, Library, Water & Sewer: 58730-59037  
Tax Numbers: 1262-1267

**FORSYTH TOWNSHIP  
BUDGET ADJUSTMENTS  
27-Oct-11**

<b>GENERAL FUND</b>				
Department	Department #	Original/ Amended	New	Difference
<b>Revenue</b>		1,781,000	1,871,650	90,650
<b>Expense</b>				
Misc. (Professional & Special Functions)	299	22,000	24,500	2,500
Road Work	446	2,500	156,645	154,145
Transfer Station	528	18,090	25,090	7,000
Contingency	890	25,000	0	(25,000)
Misc. (Computer Equipment)	895	9,100	14,100	5,000
Misc. (Tax Rebates)	899	61,000	63,500	2,500
Capital Outlay	900	17,700	77,700	60,000
Transfers Out	965	579,020	530,020	(49,000)
			<b>Total</b>	157,145
<b>Beginning Fund Balance:</b>	1,446,192	4/1/11		
<b>Estimated Revenues:</b>	1,871,650			
<b>Estimated Expenses:</b>	(1,931,965)			
<b>Estimated Ending Fund Balance:</b>	1,385,877	3/31/12		

<b>POLICE DEPARTMENT</b>			
	Original/ Amended	New	Difference
<b>Revenue</b>	635,250	674,005	38,755
<b>Expenses</b>	634,265	689,175	54,910
<b>Beginning Fund Balance:</b>	129,596	4/1/11	
<b>Estimated Revenues:</b>	674,005		
<b>Estimated Expenses:</b>	(689,175)		
<b>Estimated Ending Fund Balance:</b>	114,426	3/31/12	

<b>CLUBHOUSE/RECREATION</b>			
	Original/Amended	New	Difference
<b>Revenue</b>	439,550	326,700	(112,850)
<b>Expenses</b>	376,940	226,940	(150,000)

<b>Beginning Fund Balance:</b>	291,471	4/1/11
<b>Estimated Revenues:</b>	326,700	
<b>Estimated Expenses:</b>	(226,940)	
<b>Estimated Ending Fund Balance:</b>	391,231	3/31/12

<b>REVOLVING</b>			
	<b>Original/Amended</b>	<b>New</b>	<b>Difference</b>
<b>Revenue</b>	50,000	500	(49,500)
<b>Expenses</b>	250	58,250	58,000
<b>Beginning Fund Balance:</b>	58,045	4/1/11	
<b>Estimated Revenues:</b>	500		
<b>Estimated Expenses:</b>	(58,250)		
<b>Estimated Ending Fund Balance:</b>	295	3/31/11	

<b>LIBRARY</b>			
	<b>Original/Amended</b>	<b>New</b>	<b>Difference</b>
<b>Revenue</b>	152,685	163,785	11,100
<b>Expenses</b>	150,480	165,480	15,000
<b>Beginning Fund Balance:</b>	587,535	4/1/10	
<b>Estimated Revenues:</b>	163,785		
<b>Estimated Expenses:</b>	(165,480)		
<b>Estimated Ending Fund Balance:</b>	585,840	3/31/11	

**ACTION ITEMS:**

**Mike Tousignant Letter from Attorney:** Mr. Tousignant requested he be allowed to address this issue at this time. Tousignant stated he has just a truckload left to remove from the site but is requesting he be given until the June board meeting to finish the clean-up of his property. He stated the plow trucks will be gone if he doesn't get the school plowing bid as he won't need them. Attorney Koch stated he just visited the property and there are three house trailers along with a number of vehicles including a racing car. Minelli addressed the Zoning Ordinance stating that allowances can't be made for one individual, further stating the township board made a decision at a previous meeting to proceed with the clean-up of the property. Attorney Koch reminded Tousignant he promised to remove the miscellaneous debris years ago. Supervisor Minelli called for a vote to rescind the previous action taken by the township board to proceed with the clean-up. No motions were made to rescind the previous action taken by the township board.

**Clubhouse Floor Cleaning Bids:** Proposals from Bright Star Cleaning Services, LLC in the amount of \$863.69 & Final Touch Cleaning in the amount of \$1,299.00 were received for stripping & waxing the Clubhouse floors. Motion by Minelli, supported by Armatti to hire Bright Star Cleaning Services, LLC to strip and wax the floors at the Clubhouse at a cost of \$863.69. Motion carried.

**External Posting for Laborer or Mechanic:** Supervisor Minelli stated the Laborer position was posted in house. Filizetti-Hartzell stated the Mechanic position was not posted in house. Armatti stated he knows someone who is a mechanic who will take a laborer position. Minelli stated the current township mechanic plans to retire in February of 2012. Nordeen brought up previous applications on file when the last laborer was hired. Applications expire after six months and it has been over six months. Motion by Filizetti-Hartzell, supported by Armatti to advertise for a laborer position. Motion carried.

**Letter of Understanding for Rich Fowler & Kursten Misterly:** Motion by Roberts, supported by Armatti to extend Richard Fowler's temporary employment from October 10, 2011 to June 1, 2012 & to hire Kursten Misterly as a temporary employee from October 10, 2011 to June 1, 2012 with the wage remaining at \$10.00 per hour. Motion carried. A letter of understanding will be sent to the Steelworkers Union.

**Township Flag:** Motion by Nordeen, supported by Filizetti-Hartzell appointing Senior Citizen Director, Julie Shaw, to head up the project to design a Forsyth Township Community Flag. Motion carried. This flag will be carried at future MTA conferences in the parade of flags.

**Foreclosed Properties not Sold at Auction:** Motion by Nordeen, supported by Filizetti-Hartzell to contact, by letter, Anne Giroux informing her that the board objects to the following properties being transferred to Forsyth Township: 52-05-317-006-00 (171 N. Maple Street); 52-05-317-007-00 (169 N. Maple Street) and 52-05-017-030-10 (Sorenson Drive). Motion carried. Ms. Giroux, Marquette County Treasurer, is obligated to contact the township under MCL 211.8m (6).

**Bids for Curbs at Clubhouse:** Minelli stated there is \$25,000.00 in the Clubhouse budget to match the Mather Foundation monies. He further stated curbing would be added for parking purposes with black top being added up to the curb. Motion by Minelli, supported by Armatti to hire R.G. Custom Masonry to place 125 feet of curbing at the Clubhouse at a cost of \$2,000.00. Motion carried.

**Bid for Clubhouse Landscaping/Trees/Grass:** Minelli stated that two trees had already been purchased for the Clubhouse but that four more are needed to replace the older trees that were removed. The additional trees will cost \$1,575.00. A. Jacobson Landscaping quoted a price to till, level and spread new topsoil & plant two Autumn Blaze Maple trees along with Hydro-seeding at a cost of \$2,500.00 or layer sod instead of Hydro-seeding at a cost of \$5,750.00. Motion by Nordeen, supported by Armatti to hire A. Jacobson Landscaping to plant four additional trees, till, level, spread top soil and sod the yard at the Clubhouse at a cost of 7,325.00. Motion carried.

**Clubhouse Kitchen for Public Use:** The Clubhouse kitchen was closed for public use four months ago when concerns were raised about possible contamination of food left in the refrigerator thus raising the possibility of failing a health inspection. Senior Director Julie Shaw felt this was not a problem and that the kitchen should be available to the public during baby showers & such. Ms. Shaw further stated she would insure the kitchen inspections would pass after use by the public. Motion by Minelli, supported by Roberts to rescind the motion made four months ago to close the Clubhouse kitchen usage to individuals renting the building for private parties. Motion carried.

**Mike Tousignant Letter from Attorney:** Also see 1<sup>st</sup> item under Action Items. Attorney Koch wrote to Mr. Tousignant on September 23, 2011 informing him that he had 30 days, until October 22<sup>nd</sup>, 2011 to

either remove all of his remaining miscellaneous debris, or shelter it as the ordinance calls for or the township will hire a third party to remove the debris. He further advised Mr. Tousignant to segregate or shelter inside a structure the items he wishes to keep if they are not considered to be miscellaneous debris items. A discussion ensued regarding who would be hired to remove the debris. Armatti stated he would clean the property up. Attorney Koch stated the cost would be added to Mr. Tousignant's property tax bill. Filizetti-Hartzell brought up the question of Mr. Tousignant not paying the property taxes thereby allowing the state to foreclose on the property and the township not collecting the costs incurred for clean-up. It was decided and moved by Nordeen, supported by Filizetti-Hartzell instructing Superintendent of Public Works, Eric Jansci, to obtain a couple of bids on clean-up costs with Minelli, Filizetti-Hartzell & Jansci accepting the lowest bid. Motion carried with Trustee Armatti abstaining from voting.

**Window Bids for Office & Clubhouse:** Motion by Filizetti-Hartzell, supported by Roberts to table the window bids for the Office & Clubhouse till the next board meeting. Motion carried.

**Budget Adjustments:** Motion by Filizetti-Hartzell, supported by Nordeen & unanimously carried to accept the budget adjustments as presented by bookkeeper Lynn Rodgers.

**Bill Sanders – Tourist Park Design:** Bill Sanders has left UPEA since starting the Tourist Park grant project and is now asking the township to consider continuing his employment on the project since he was the one that wrote and obtained the grant. Supervisor Minelli was under the impression the design for the Tourist Park was already in place since the grant was awarded. He further stated he felt a month had been lost on the project and asked why the design wasn't in place or started. There was a delay in closing out the Nordeen Park project, which is finally done. Sanders stated he worked on the Boulevard, Clock Tower and Nordeen Park project and feels his Tourist Park proposal should be considered. Minelli stated he doesn't know who owns what; UPEA started the Tourist Park project, received the grant or if the person writing the grant should get the award, therefore he feels this matter should be referred to the township attorney. Bill Nordeen, Attorney representing UPEA, stated UPEA has people ready to step in and take over the Tourist Park Grant project and that since Forsyth Township has been doing business with the firm that's the entity that should be engaged. Attorney Koch recommended the two parties submit proposals for the completion of the Tourist Park Grant Project design & completion. Motion by Minelli, supported by Armatti to have Bill Sanders & UPEA review and submit to the township, via Attorney Kevin Koch, a proposal on the design & timeframe. Motion carried.

**County Forest Management Plan Letter:** Motion by Minelli, supported by Roberts to hire Attorney Kevin Koch to represent Forsyth Township to follow up on Marquette County PILT obligations concerning Act 217 land, with Forsyth sharing in the PILT monies along with recognition of the County's obligation in this matter. Motion carried.

**Replace Two Fire Trucks with One New Truck:** The fire department is requesting that two trucks be removed from service and replaced with one new truck. The request stated the NFPA mandates a fire truck be removed from service after 25 years. Currently the fire department has a 1986 Gruman-Mini Pumper & a 1986 Ford/Gruman Wildland Pumper that meet the NFPA criteria. A new truck will cost between \$250,000 & \$300,000. Minelli recommended a fire truck committee be formed to obtain quotes on a new fire truck with Treasurer Nordeen as the liaison person. Lynn Rodgers stated twenty-five percent could be obtained from USDA. The township is currently making fire truck payments which amount to over \$30,000 annually. Filizetti-Hartzell stated the fire department should work with the bookkeeper in writing a grant for a new truck.

**Purchase Cascade System with Renewafuel Donation Monies:** Fire Chief Hammond requested the board disregard this request as he was under the impression the \$10,000 donation was still available but found it had been spent on bunker gear.

**Terri Barnes Bill:** Ms. Barnes went to Small Claims court with Lynn Rodgers. Lynn Rodgers stated she feels Ms. Barnes should at least pay the filing fees the township incurred. Motion by Armatti, supported by Minelli to waive \$200.00 of Ms. Barne's bill leaving her owing \$71.50. Motion carried.

**Community Promotion – Haunted House:** Nordeen asked the township board to promote the haunted house being put on by the EMS staff at the Clubhouse, with the Senior Citizens providing the snacks, with a donation. Moved by Nordeen, supported by Armatti to donate \$150.00 from the Clubhouse/Recreation Fund, Community Promotion, to promote the Halloween Haunted House. Motion carried.

**Ice Rink Liners:** Nordeen stated she checked the cost of reusable liners on-line and found some for \$1,200.00 which will result in a nice level rink. Rink sizes were discussed with the Nordeen Park rink being approximately 60 by 100 feet. The question arose as to who would flood the rink at Sawyer. Nordeen will contact Scott Erbish to request the County donate the water for rink flooding.

#### **DISCUSSION:**

**MTA Conference – January 24<sup>th</sup> – 27<sup>th</sup>, 2012:** Motion by Filizetti-Hartzell, supported by Nordeen to pay for three board members, one member of the office staff and part of Attorney Kevin Koch's cost to attend the MTA Conference in Detroit, Michigan on January 24<sup>th</sup> thru the 27<sup>th</sup> of 2012. Motion carried.

**CORRESPONDENCE:** None

**Public Comment:** Suggest Max Fralick be a starting point for the community flag project. An invitation was given for all to visit the Sawyer Park to see the progress that has been made; suggesting that someday it will be nicer than Nordeen Park. Police Chief Rector advised those present that a prescription drug drop off will take place from 10:00 a.m. till 2:00 p.m. Saturday at the police department. Senior Director Julie Shaw commended Superintendent of Public Works Eric Jansci for hiring Misterly for the Clubhouse stating she is doing an excellent job and the kids are having fun and love going to the Clubhouse. Bill Nordeen stated there will be a spaghetti feed at the Salvation Army building at Sawyer from 6:00 to 8:00 p.m. on Friday. Question arose regarding getting the window project completed at the Clubhouse.

**Board Member Comment:** Filizetti-Hartzell stated the Beautification Committee will be planting daffodils in the boulevard on Saturday morning at 10:30 a.m.

Supervisor Minelli called for a five minute break at 8:45 p.m. with the meeting resuming at 9:00 p.m.

**Closed Session:** Motion by Filizetti-Hartzell, supported by Nordeen to go into closed session at 9:01 p.m., at the request of Assessing/Zoning Administrator Henry DeGroot, to negotiate his contract. Roll call vote: Minelli – aye; Armatti – aye; Nordeen – aye; Roberts – aye; Filizetti-Hartzell – aye. Motion carried.



Motion by Minelli, supported by Filizetti-Hartzell to return to open session at 9:10 p.m. Motion carried. Supervisor Minelli stated the budget allowed for raises of two percent. Motion by Roberts approving a two percent wage increase for the Assessor/Zoning Administrator; Roberts then amended her motion to include retroactive pay to April 1<sup>st</sup> 2011 if allowable, supported by Minelli. Motion carried. Mr. DeGroot stated he won't accept a contract with a two percent wage increase and countered with a five percent increase, further stating he won't accept anything less. Motion by Filizetti-Hartzell, supported by Armatti to table the Assessing/Zoning contract negotiation till the next board meeting. Motion carried.

**Adjournment:** Supervisor Minelli adjourned the meeting at 9:25 p.m.

Respectfully submitted,

Bonnie Filizetti-Hartzell  
Forsyth Township Clerk