

**Forsyth Township Board
Regular Meeting
Emergency Services Building
May 23, 2013**

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

Board Members Present: Supervisor Minelli, Clerk Nordeen, Treasurer Roberts, and Trustee Adams.

Board Members Absent: Trustee Armatti, excused.

Also Present: Attorney Kevin Koch, UPEA representative Carr Baldwin, Buckskin Archery representative John Filizetti, township employees and concerned citizens.

Approval of Minutes: Motion by Roberts, supported by Nordeen, to approve the minutes for April 25, 2013 Regular Board Meeting and May 9, 2013 Special Board Meeting. Motion carried.

Public Comment: A resident presented handouts to the members of the board that contained taxable values of 22 homes similar to his own. He stated he had already had meetings with the Assessor and the Board of Review. He wanted to address his disapproval of the outcome of these meetings. Another resident suggested that the board look into the handout presented by the initial resident regarding the taxable values presented. A resident wanted to address the board regarding her request to rent Nordeen Park for a craft fair on June 15th. She explained her intentions.

Agenda: Motion by Nordeen, supported by Minelli, to approve the agenda with the following additions: **10o. Police Car, 10p. PILT, 10q. Zoning Violation, 10r. Cemetery, and 10s. Closed Session – Employee Disciplinary Matter**, and delete: **10a. Office New Hire**. Motion carried.

Department Reports: The following reports were accepted and placed on file: Ambulance, Assessing/Zoning, Senior Citizens Director/Clubhouse, Fire Department, Library, Police Department, Public Works, and Treasurers. Report not filed: Parks Committee. Motion by Nordeen, supported by Minelli, to accept the reports as presented. Motion carried.

Attorney's Report: Attorney Koch stated to the board that an Act 425 Agreement with Sands Township to acquire property at Sawyer was signed in 2003. After the initial 2 year conditional transfer was complete it would become a permanent part of Forsyth Township. It has recently come to his attention, that the final paperwork was not filed properly. He has called the appropriate people, and this should be taken care of soon. He has written letters to Tousignant and Vultaggio but has not had a response as of yet. Mr. Beaudette no longer owns the property. Mr. Manthey is closing his business in November, therefore, the suggestion to the board is to dismiss the violation. Hytinen has not filed a variance as of yet. Attorney Koch will contact Hytinen. He has not heard from The Salvation Army, regarding the revised lease. Supervisor Minelli will sign our copy and mail to The Salvation Army for their signature.

Approval of Bills & Vouchers: Motion by Roberts, supported by Nordeen, to approve bills and vouchers totaling \$51,279.40, as presented. Motion carried.

**Forsyth Township
Bills To Be Approved
23-May-13**

Vendor	Description	Amount
A. Jacobson Landscaping	Tree Pruning	200.00
Airgas	Supplies-Public Works & EMS	167.79
Aramark Uniform Services	Carpet & Uniform Services	914.57
Auto Value	Misc. Parts & Supplies	2,331.24
BS&A Software	Tax & Assess. Software Upgrade (1/2 payment)	4,400.00
City of Marquette	Water Analysis	60.00
Cooper Office Equipment	Copier Agreement-Senior Center	270.00
Emergency Medical Products	EMS Supplies	771.16
Fox Negaunee	Car Parts-Police	214.40
Froberg's Clothing	Boots-Jakubowski	100.00
Joe & Son's Service Center, LLC	Tire Repairs, Change & Balancing-Police	65.00
Johnson's Printing Service	Transfer Station Slips	387.83
Kevin Koch, PC	Attorney Fees	1,240.62
Marquette General Health Systems	EMS Supplies	336.20
MAS&B LLC	Tire Repairs-Police	35.83
Menards	Supplies-Public Works, Tourist Park Project, Boulevard & Office Renovation	1,236.37
MML-Worker's Compensation Fund	Annual Worker's Compensation Insurance (Includes a \$9783 dividend)	15,198.00
Mytana	Sewer Parts	22.95
North Country Septic	Portable Service-May	115.00
Overhead Door Company	Parts-Police	167.70
Pomals Fire Equipment	Fire Equipment (Insurance Claim)	1,631.66
Quill Corporation	Supplies-Office, Assessing, Police, EMS, Clubhouse, Senior Center	1,292.80
Range Telecommunications	Miss Dig Services	18.50
Rotary Multifforms Inc.	Sign-Tourist Park Project	209.80
Signs Unlimited	Lettering-Police	10.00
Sim Supply, Inc.	Building Supplies-EMS	45.53
Snyder Drug Stores	Supplies-Police & Parks	159.28
The Mining Journal	Publications	1,770.36
The Office Planning Group	Copier Agreement-Office	142.99
UPEA	Engineering-Water	351.00
Upper Great Lakes Family Health Center	DOT Physical-Fowler	110.00
		33,976.58

**Forsyth Township
Bills To Be Approved
Additions
23-May-13**

Vendor	Purpose	Amount
Ace Hardware	Supplies-VariouS Departments	775.45
Anderson Communications	Radio-Fire Insurance Claim	310.00
Cooper Office Equipment	Copier Agreement-Senior Center	270.00
Darley Fire Equipment	Hose-Fire	245.40
Earl's Carpet Shop	Carpet Repair-Clubhouse	50.00
Emergency Medical Products	EMS Supplies	28.29
Holiday 50 Minute Cleaners	Dry Cleaning-Police	63.93
Johnson's Printing	Water Information Mailings	358.76
Menominee Granite Co	Paver Brick	20.86
Michael Jakubowski, Jr.	CDL Renewal	60.00
Michigan Association of Planning	Annual Membership Dues-Stachewicz	60.00
Miles Anderson IAAO Classes	Training-DeGroot	150.00
Postmaster	Postage Permit Fee-Senior Center	200.00
Quill Corporation	Office Supplies-VariouS Departments	123.33
Rotary Multiforms Inc.	Sign for Tourist Park Project	251.80
State of Michigan	Radio Subscriptions-Police, Fire, EMS, NMIS	5,160.00
West Shore Fire	Fire Equipment-Insurance Claim	9,175.00
		17,302.82
	Original Bill Listing	33,976.58
	Total Accounts Payable	51,279.40

Voucher Numbers for GO, Police, Clubhouse, Ambulance, Library, Water & Sewer: 63256-63444

ACTION ITEMS

Office New Hire (10a.): Deleted.

Archery Range Property (10b.): Discussion ensued. Motion by Adams, supported by Nordeen, to approve relocation of the Archery Range to the 80 acre property on Sporley Lake Road, which is the old Little Lake Dump Site. Motion carried.

UPSET Funding (10c.): Discussion ensued. Motion by Adams, supported by Roberts, to allow Forsyth Township to be the flow-through agent for a \$25,000 gift from KBIC to go to UPSET. Motion carried.

Police Dept – Gun Purchase (10d.): Motion by Roberts, supported by Adams, to approve purchase of Police Department shotgun for \$500.00. Motion carried.

Fertilizing (10e.): Motion by Minelli, supported by Nordeen, to approve fertilizing estimates from A Jacobson Landscaping totaling \$1625.00, as presented. Motion carried.

Vacant Water Fee (10f.): Motion by Minelli, supported by Adams, to adopt a policy effective today, regarding the \$5.00 Ready to Serve fee to be discontinued if water has been shut off, or has been requested to be shut off, but cannot physically be shut off. Motion carried.

Fire Truck Financing (10g.): Motion by Minelli, supported by Nordeen, to approve Fire Truck financing for payments not to exceed 8 years or \$30,000.00 annually, to be approved by Nordeen, Roberts, and Rodgers, when all quotes are available. Motion carried.

Tilden Fire Assistance Agreement (10h.): Motion by Nordeen, supported by Adams, to approve Tilden Fire Assistance Agreement as presented. Motion carried.

Fire Dept – Ladder Testing, Nozzle Repair Kits, Ladder Kit (10i., 10j., 10k.): Motion by Nordeen, supported by Adams, to approve ladder testing, purchase of nozzle repair kits, and purchase of ladder kit, totaling \$1,375.00. Motion carried.

Cemetery Deeds (10l.): Motion by Adams, supported by Nordeen, to adopt a policy requiring any transfer of cemetery lots must have Forsyth Township approval. Motion carried.

Clubhouse Floors (10m.): Motion by Adams, supported by Nordeen, to approve quote from Bright Star Cleaning for \$791.57 as presented. Motion carried.

Police Car (10o.): Motion by Nordeen, supported by Roberts, to approve purchase of 2013 Dodge Charger patrol vehicle for \$23,300 plus equipment of \$8,500.00, totaling \$31,800, provided we receive the donation of \$17,000.00 from KBIC. Motion carried.

PILT (10p.): Motion by Nordeen, supported by Adams, to approach the Marquette County Board of reimbursing the townships \$0.95 per acre. Motion carried.

Zoning Violation (10q.): Discussion ensued. Roberts and Adams were on the Zoning Board of Appeals when this violation was introduced. They have recused themselves from any decision making. Motion by Minelli, supported by Nordeen, to postpone until next meeting. Motion carried.

Cemetery (10r.): Discussion ensued regarding cemetery/perpetual care fees. Motion by Minelli, supported by Adams, to postpone until next meeting. Motion carried.

Supervisor Minelli called a 5 minute break.

Supervisor Minelli postponed 10s. Employee Discipline until the end of the meeting.

DISCUSSION ITEMS:

Water Project Status (11a): UPEA Carr Baldwin gave a brief description of the current status of the water project. There are a couple of easements that need to be completed. The rates are low at this time. The rate will not exceed the original quote, but we may be able to get lower rate if project is locked in at a time when the rates are lower than initially quoted.

Motion by Nordeen, supported by Roberts, to have UPEA continue with the water project and to completed as soon as possible. Motion carried.

Job Description Review (11b.): Supervisor Minelli has been working with union representative to update employee descriptions. The updated descriptions are in the office for the Board Members to review. When they have been reviewed, the descriptions will be sent to the union representative for his review.

OLD BUSINESS:

Salvation Army Lease (12a.): The revised lease will be signed and mailed to the Salvation Army for their signature.

CORRESPONDENCE: None.

PUBLIC COMMENT:

A resident stated how important the craft fair would be to the community. She has invited the Police and Fire departments to do demonstrations, along with inviting several local businesses. A resident reiterated the importance of the taxable value issue and requested it be placed on next month's meeting agenda.

Supervisor Minelli called a 5 minute break.

Employee Discipline (10S.): Closed Session

At 8:25 p.m., there was a motion by Nordeen, supported by Roberts, to go into closed session for the purpose of employee discipline, without union representation, at the request of the employee. Roll call vote: Minelli – aye, Roberts – aye, Nordeen – aye, Adams – aye, Armatti – absent. Motion carried.

At 8:58 p.m., there was a motion by Minelli, supported by Nordeen, to come out of closed session. Roll call vote: Minelli – aye, Nordeen – aye, Roberts – aye, Adams – aye, Armatti – absent. Motion carried.

BOARD MEMBER COMMENT:

A Special Meeting is scheduled for Tuesday May 28, 2013.

Adjournment: Supervisor Minelli adjourned the meeting at 9:00 p.m.

Respectfully submitted,

Stacy Filizetti
Clerk/Secretary