

**Forsyth Township Board  
Regular Meeting  
Emergency Services Building  
November 21, 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.

**Also Present:** Attorney Kevin Koch, Assessor DeGroot, Carl Bryzek, UPEA representatives Brian Savolinen and Ben Banfield, a number of township employees and concerned citizens.

**Approval of Minutes:** Motion by Roberts, supported by Adams, to approve the minutes for October 24, 2013 Regular Board Meeting as presented. Motion carried.

**Public Comment:** Lynn Rodgers commented on the MERS Representative requesting a meeting with the Board Members. She suggested a Special Meeting for December 9<sup>th</sup> at 6:00 at the Gwinn Clubhouse. Carl Bryzek stated that he will take legal action for his complaints regarding his Property Taxes, two car accidents, and a fire call.

**Agenda:** Motion by Roberts, supported by Nordeen, to approve the agenda with the following additions: **11b. Clock Tower Update, 10o. Assessing Officer Class, 10p. Audit Contract.** 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, and Financial. Reports not filed: Public Works and Parks Committee.

The Board would like the number of arrests added to the future Police Reports.

Assessor DeGroot gave a brief explanation of the new law passed regarding Veterans Exemptions for Property Taxes. This Act allows Disabled Veterans, who were discharged honorably from the armed forces, to file an application for the exemption. If all criteria is met, they would be exempt from the collection of taxes under this act.

**Attorney's Report:** Attorney Koch has filed on two zoning violations. One of the violators did respond. The other has defaulted. There has been contact with a third zoning violator. Attorney Koch is following up on this violation. The PILT issue is ongoing. There has been some contact with the county. There is discussion of having a resolution meeting soon. Superior Extrusion is in the Tax Tribunal stage.

**Approval of Bills & Vouchers:** Motion by Roberts, supported by Nordeen, to approve bills and vouchers totaling \$52,012.26, as presented. Motion carried.

**Forsyth Township  
Bills For Approval  
11/21/13**

<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
Airgas	Supplies PW and EMS	141.71
Auto Value	Parts and Supplies Various Depts	1,100.46
Bergdahl's	Lagoon Tools	224.96
BS&A	Annual Service Contract Assessing	1,000.00
City of Marquette	Bacteriological Analysis	660.00
Crossroads Truck Repair	Fire Truck Parts and Repairs	46.20
Dalco	Clubhouse Supplies	487.90
Emergency Medical Products	Ambulance Supplies	770.47
Galls	Uniform & Supplies PD	31.96
Great Lakes Wood Products	Picnic Tables Tourist Park	10,600.00
Kevin Koch	Attorney's Fees	2,278.93
Larry's Family Foods	Food and Supplies Various Depts	1,059.78
Marquette General Hospital	Ambulance Supplies	476.82
Menards	Supplies Various Depts	2,967.97
Michigan Sales	Parts and Supplies PW	25.12
Michigan State Treasury	Audit Services	11,880.00
Michigan DEQ	Annual Water Fees	1,224.94
Michigan Dept. of Management	Public Safety Communication System	700.00
Michigan State Firemen's Assoc.	Membership Dues	75.00
Midway Rentals	Clock Tower Supplies	453.23
Newman Traffic Signs	Letters for Signs	71.07
OK Industrial	Clock Tower & PW Supplies	168.47
OK Rental & Sales	Clock Tower Supplies	136.00
Peninsula Glass	Fire Truck Parts and Repairs	97.50
Pomasl Fire Equipment	Fire Bunker Gear	7,752.84
Pomps	Ambulance & PW Tires	1,138.36
Quill	Office Supplies Various Depts	716.61
R&R Fire Truck Repair Inc.	Fire Truck Parts and Repairs	1,294.23
Range Telecommunications	Miss Dig Calls	18.50
Snyder Drug	Various Supplies	131.97
State of Michigan	Life Support License Renewal	150.00
State of Michigan	Tourist Park License Renewal	30.00
The Mining Journal	Publishing	390.91
The Office Planning Group	Office Copier Maintenance	226.69
UP Fabricating	Steel Beams for PW	1,095.00
WS Darley Co	Fire Truck Parts and Repairs	29.26

49,652.86

**Forsyth Township  
Bills Additional For Approval  
11/21/13**

<b>Vendor</b>	<b>Purpose</b>	<b>Amount</b>
Ace Hardware	Supplies Various Dept	1,155.81
Cooper	Senior Center Copier	133.99
Dalco	Clubhouse Supplies	100.80
Duo-Safety Ladder Corp	Fire Dept Labels	35.43
El-Com	Police light bar	383.00
Menards	Supplies Various Dept	159.98
Michigan Sales	Snowblower Parts	129.39
Postmaster	Senior Center Newsletter Postage	73.22
Quill	Office Supplies	160.83
Sirchie	Police Supplies	26.95
		<b>2,359.40</b>
	<b>Original Bill Listing</b>	<b>49,652.86</b>
	<b>Total Accounts Payable</b>	<b>52,012.26</b>

Voucher Numbers for GO, Police, Clubhouse, Ambulance, Library, Water & Sewer: 64571-64783  
Voucher Numbers for Tax 1424-1426

**ACTION ITEMS:**

**Rental Agreement For Township Property (10a.):** Motion by Nordeen, supported by Minelli, to approve the Rental Agreement as presented. Discussion ensued. There were comments made regarding which limits of insurance should be used, if any. Motion failed.

Motion by Adams to approve the Rental Agreement as presented with \$300,000 minimum liability insurance. No support. Motion failed.

Motion by Adams to approve the Rental Agreement as presented with \$200,000 minimum liability insurance. Discussion ensued. Motion withdrawn.

Motion by Adams, supported by Minelli, to approve the Rental Agreement as presented with \$100,000 minimum liability insurance. Discussion ensued regarding renters and groups who do not have insurance. Motion failed. 2-2

Motion by Nordeen, supported by Roberts, to follow a course that has been proven to work elsewhere and when someone signs up to rent one of our facilities we ask them to supply us with a copy of their homeowners insurance and tell them why. If they don't have it, we will rent it and use the hold

harmless agreement. Discussion ensued. There was clarification of a renter versus someone who is just using our facilities. Support was withdrawn. Motion failed.

Motion by Nordeen, supported by Minelli, to table item. Motion carried.

**Resolution for SAW Grant (10b.):** Motion by Adams, supported by Minelli, to approve the SAW Resolution as presented. Brian Savolinen and Ben Banfield UPEA representatives gave a presentation of the SAW Grant process. Roll call vote: Adams – aye, Roberts – aye, Nordeen – aye, Minelli – aye, Armatti - absent. Motion carried.

Forsyth Township  
County of Marquette

Resolution Authorizing the SAW Grant Agreement

Minutes of the regular meeting of the Board of Forsyth Township, County of Marquette, State of Michigan, (the “Municipality”) held on November 21, 2013.

PRESENT:           Members: \_\_\_\_\_  
ABSENT:           Members: \_\_\_\_\_

Member \_\_\_\_\_ offered and moved the adoption of the following resolution, seconded by Member \_\_\_\_\_.

WHEREAS, Part 52 (strategic water quality initiatives) of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended (“Part 52”), provides at MCL 324.5204e that the Michigan Finance Authority (the “MFA”) in consultation with the Michigan Department of Environmental Quality (the “DEQ”) shall establish a strategic water quality initiatives grant program; and

WHEREAS, in accordance with the provisions of 2012 PA 511, which provides grants to municipalities for sewage collection and treatment systems or storm water or nonpoint source pollution control; and

WHEREAS, in accordance with the provisions of 1985 PA 227, as amended, Part 52, and other applicable provisions of law, the MFA, the DEQ, and the Municipality that is a grant recipient shall enter into a grant agreement (the "SAW Grant Agreement") that requires the Municipality to repay the grant under certain conditions as set forth in MCL 324.5204e, as amended; and

WHEREAS, the Municipality does hereby determine it necessary to establish a(n) (select one or more) Xasset management plan, Xstormwater management plan,  plan for wastewater/ stormwater,  design of wastewater/stormwater,  innovative technology, or  for disadvantaged community construction activities (up to \$500,000).

WHEREAS, it is the determination of the Municipality that at this time, a grant in the aggregate principal amount not to exceed \_\_\_\_\_ (“Grant”) be requested from the MFA and the DEQ to pay for the planning and/or design activities; and

WHEREAS, the Municipality shall obtain this Grant by entering into the SAW Grant Agreement with the MFA and the DEQ.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Township Supervisor (*title of the designee's position*), a position currently held by Joeseph Minelli (*name of the designee*), is designated as the Authorized Representative for purposes of the SAW Grant Agreement.
2. The proposed form of the SAW Grant Agreement between the Municipality, the MFA and DEQ (attached hereto as Appendix I) is hereby approved and the Authorized Representative is authorized and directed to execute the SAW Grant Agreement with such revisions as are permitted by law and agreed to by the Authorized Representative.
3. The Municipality shall repay the Grant, within 90 days of being informed to do so, with interest at a rate not to exceed 8 percent per year, to the Authority if the Municipality is unable to, or decides not to, proceed with constructing the project or implementing the asset management program for which the funding is provided within 3 years of the Grant award.
4. The Grant, if repayable, shall be a first budget obligation from the general funds of the Municipality, and the Municipality is required, if necessary, to levy ad valorem taxes on all taxable property in the Municipality for the payment thereof, subject to applicable constitutional, statutory and Municipality tax rate limitations.
5. The Municipality shall not invest, reinvest or accumulate any moneys deemed to be Grant funds, nor shall it use Grant funds for the general local government administration activities or activities performed by municipal employees that are unrelated to the project.
6. The Authorized Representative is hereby jointly or severally authorized to take any actions necessary to comply with the requirements of the MFA and the DEQ in connection with the issuance of the Grant. The Authorized Representative is hereby jointly or severally authorized to execute and deliver such other contracts, certificates, documents, instruments, applications and other papers as may be required by the MFA or the DEQ or as may be otherwise necessary to effect the approval and delivery of the Grant.
7. The Municipality acknowledges that the SAW Grant Agreement is a contract between the Municipality, the MFA and the DEQ.
8. All resolutions and parts of resolutions insofar as they conflict with the provisions of this Resolution are rescinded.

YEAS: Members:

NAYS: Members:

RESOLUTION DECLARED ADOPTED

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Board of Forsyth Township, County of Marquette, said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

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Name Jane Nordeen  
Forsyth Township, Clerk  
Forsyth Township, County of Marquette

**Salvation Army Building (10c.):** Motion by Adams, supported by Nordeen, to approve opening the former Salvation Army Building. Discussion ensued. Perhaps a part time person could come in and keep it open for the winter. If another organization would like to partner, or actually take it over, that would be a possibility. At this point, it is not available to rent. Motion carried.

**Fire Dept. – New Hires (10d.):** Motion by Nordeen, supported by Adams, to approve moving Larry Hammond from the Fire Department Reserve List to Active Duty and to hire Scott Hansen as a Fire Fighter. Motion carried.

**Ambulance – Purchase Oxygen Delivery System (10e.):** Motion by Adams, supported by Nordeen, to approve purchasing an Oxygen Delivery System for the Ambulance totaling \$1,537.63. Motion carried.

**Police Dept. – Purchase 2 Computer Workstations (10f.):** There is no action required for the Police Department to research the cost of purchasing two computer workstations.

**Police Dept. – Raise Administrative Fees (10g.):** Prior to taking action on this subject, more research needs to be done regarding specific laws governing the requirements for setting fees.

**Police Dept. – Purchase Vacuum Cleaner (10h.):** Motion by Nordeen, supported by Adams, to approve purchasing a vacuum cleaner for the Police Department, not to exceed \$200.00. Motion carried.

**Police Dept. – Purchase Storage Bins (10i.):** Motion by Nordeen, supported by Roberts, to approve purchasing bins for the Police Department for \$250.00. Motion carried.

**CUPPAD Invoice (10j.):** Per Attorney Koch's recommendation, no action should be taken at this time. There is a meeting scheduled with CUPPAD.

***Supervisor Minelli announced a 5 minute break at 7:55 p.m.***

***Supervisor Minelli called the meeting back to order at 8:00 p.m.***

**Police Department Analysis (10k.):** Motion by Roberts, supported by Adams, to approve the proposal from Michigan State University School of Criminal Justice, to perform an analysis and review for the Police Department for a fee of \$20,000.00. Discussion ensued. A list of actions being reviewed were stated. Several points of view were discussed. Motion carried.

**Fertilization (10l.):** Motion by Adams, supported by Roberts, to approve the estimate from A Jacobson Landscaping for \$2,120.00 to fertilize the Tourist Park, 3 Baseball Fields, Nordeen Park, the Club House, and the Boulevard. Motion carried.

**Emergency Management – Purchase ID Card System (10m.):** It was the consensus of the Board to have the committee check with other municipalities to perhaps share in the cost of the system. After that information is obtained, the cost should be put in next year's budget.

**MTA Policy and Procedure Training (10n.):** Motion by Adams, supported by Roberts, to approve MTA Policy and Procedures training for Stacy Filizetti. Motion carried.

**Assessing Officer Class (10o.):** Motion by Adams, supported by Roberts, to approve Becca Stachewicz attending the Michigan Assessing Officer class, for four payments of \$500.00 totaling \$2,000.00 and orientation, including 1 day salary and mileage. Motion carried.

**Audit Contract (10p.):** Motion by Adams, supported by Roberts, to approve the State of Michigan Department of Treasury Audit Contract renewal for \$99.00 per hour, not to exceed 120 hours. Motion carried.

#### **DISCUSSION ITEMS:**

**Fireworks Ordinance (11a.):** Supervisor Minelli explained the presented ordinance and gave a brief description of some of the laws governing the authority of the township. He suggested that the board think about perhaps amending the time frame to one week before and after the noted holidays. They will revisit at a later date.

**Clock Tower Update (11b.):** Supervisor Minelli commented on the progress of the project. It was brought to his attention that there must be some clarification regarding how the wages of township employees should be billed to the Clock Tower Project. Discussion ensued. **It was the consensus of the Board to charge the hourly wage, including FICA and MERS, to the project.**

**OLD BUSINESS:** None.

#### **CORRESPONDENCE:**

**Enbridge Energy Company Safe Community Grant (13a.):** The Forsyth Township Volunteer Fire Department was awarded a \$1,000.00 grant from the Enbridge Safe Community Program. Through the Safe Community Program, Enbridge supports emergency responders throughout the United States and Canada. The Board would like to thank the company for their support.

**Lake Level Study Group Participation (13b.):** The Marquette County Board is appointing a study group for Sands Aquifer and Marquette County Lake Levels. They recommend that Chocolay, Forsyth, Sands, and West Branch Townships appoint one member with a hydrology background to participate in the

study group. Discussion ensued. Supervisor Minelli asked the Board to bring any considerations to his attention.

**Public Comment:** An employee commented on the Boards decision for performing an analysis and review of the Police Department. He explained he had used similar vises in his past employments and stated they had been good experiences. He thanked the Board for deciding to use the service. A Board of Review member thanked the Board for sending him and his colleagues to the recent training in Chatham. A citizen was concerned about the current water situation. The smell and taste of chlorine is excessive. Supervisor Minelli explained the current testing results. He also stated that depending on how the testing comes out next month, we could be chlorinating for a long time.

**Board Member Comment:** Supervisor Minelli stated he received some anonymous letters on specific situations. He wanted the public to know he has addressed the letters with the specific department supervisors. Trustee Adams hoped that Becca would enjoy her Assessing classes. Treasurer Roberts wished everyone a Happy Holiday.

**Adjournment:** Supervisor Minelli adjourned the meeting at 8:55 p.m.

Respectfully submitted,

Stacy Filizetti  
Clerk/Secretary