

**Forsyth Township Board
Regular Meeting
Emergency Services Building
April 24, 2014**

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, Trustee Bodenus and Trustee Adams

Board Members Absent: None

Also Present: Acting Chief of Police Adam LaFave, Assessor Henry DeGroot, Second Assistant Fire Chief Greg Orchard, Joe D'Ambrosio, Superintendent Eric Jancsi, Gwinn Buckskin Bowmen Archer Club Representative John Filizetti, A Jacobson Landscaping Representative Adam Jacobson, a number of township employees and concerned citizens.

Approval of Minutes: Motion by Roberts, supported by Adams, to approve the minutes for March 27, 2014 Regular Board Meeting, after verifying that there was no support on the motion in Action Item 10k. Motion carried.

Public Comment: Pat Johnson questioned when the water "Let Run" order would be rescinded. Superintendent Jancsi stated he was not comfortable turning the water off yet. The water "Let Run" order is still in effect.

Agenda: Motion by Nordeen, supported by Roberts, to approve the agenda with the following additions: **10o. Computers for Police Cars 10p. Sign Company Prices, 10q. SRMS, 10r. American Tower Company, 10s. Tourist Park, 10t. Jacobson Landscaping, 10u. Joe & Sons, 10v. Clean KI Sawyer Community Center Floor, and move a requested closed session Grievance Review and closed session POAM Collective Bargaining to the end of the meeting to be held after Public Comment.** Motion carried.

Department Reports: The following reports were accepted and placed on file: Ambulance, Assessing/Zoning, Senior Citizens, Fire Department, Library, Police Department, and Financial. Reports not filed: Parks Committee, Water Project, KI Sawyer Community Center, and Public Works Department.

Attorney's Report: Attorney Koch informed the Board that he was in court today, for a scheduling conference, regarding the Beaudette violation and a trial has been set for June 30th at 9:00 a.m. He is awaiting hearing dates for the Manninen and Vultaggio violations. The Robinson/Johnson violation complaint needs to be filed. Attorney Koch would like direction on the Germain violation.

It was the consensus of the Board to have Attorney Koch file a complaint regarding the Germain violation.

Attorney Koch also informed the Board that the USDA is requiring title insurance for 6 parcels included in the Water Project. He has dealt with the USDA and their requirements in the past. He is recommending Great Northern Title and Abstract be brought in to satisfy their requirements.

Motion by Adams, supported by Roberts, to approve Attorney Koch referring the 6 parcels to Great Northern Title and Abstract. Motion carried.

He is actively working on a contract for the Police Chief, to be addressed after the 60 day extension.

Approval of Bills & Vouchers: Motion by Nordeen, supported by Roberts, to approve bills and vouchers totaling, \$50,643.67. Motion carried.

**Forsyth Township
Bills For Approval
4/24/14**

Vendor	Description	Amount
Airgas	PW and EMS Supplies	487.33
AMCAB	Food Service License Renewal	328.00
Anderson Communications	EMS Pager	698.00
Aramark	Carpet and Uniform Service	1,394.41
Auto Value	Parts and Supplies Various Depts	701.76
Beauchamp Plumbing & Heating	KI Sawyer Building	291.87
City of Marquette	Bacteriological Analysis	80.00
Compudyne	Computer Support	75.00
Crossroads Truck Repair	Tow Ambulance	260.00
Dalco	Clubhouse Supplies	290.56
Drug Screen Plus	Screening	48.00
Galls	Police Uniforms and Equipment	124.95
HD Supply	Water Dept Supplies	448.96
Joe and Sons Plowing	Senior Plowing	135.00
Kevin Koch PC	Attorney Fees	2,180.31
Leutz's Sign	Public Works Truck Sign	125.00
DLP Marquette General	Ambulance Supplies	373.24
Menards	Supplies for Various Depts	1,270.04
Michigan Bankers Title Insurance	Desks for Senior Center	400.00
Michigan Taser Distributing	Police Equipment	277.50
MIOSHA	Safety Citation	7,500.00
Miss Dig Systems	Data Processing Software	680.00
NMU	Police Dept 2014 Consortium Dues	1,200.00
OK Rental Sales	Emergency Services Bldg Outlet	23.92
Pacific Telemanagement	Pay Phone	50.00
Quill	Supplies for Various Depts	2,287.97
Range Telecommunications	Miss Dig Calls	18.50

Snyder Drug	Police and EMS Supplies	197.07
Sun Badge Co.	Police Uniforms	90.75
The Mining Journal	Publications	359.93
		22,398.07

**Forsyth Township
Bills Additional For Approval
4/24/14**

Vendor	Purpose	Amount
Ace Hardware	Supplies for Various Depts	530.16
Amcab/Marquette Co. Health Dept	2nd 1/2 Food Service License Renewal	328.00
Beauchamp Plumbing & Heating	KI Sawyer Center Supplies	11.86
Candi Kjellin	EMT Course Refund	395.00
Creative Products	PD Supplies	306.34
Crossroads Truck Repair	Transfer Station Truck & Welder Repairs	262.49
Del Fab	Clock Tower Clock Weights	450.00
Galls	PD Uniform	56.99
Holiday 50 Minute Cleaners	PD Uniform	20.81
Liberty Union	PD Health Care Installment	5,011.49
Heric Painting	KI Sawyer Community Center Installment	655.00
Menards	Supplies for Various Depts	644.77
Michigan State University	PD Training	850.00
MIOSHA	Safety Citation Settlement	(3,750.00)
Motorola Solutions	FD Radio	2,443.50
Postmaster	Newsletter Postage	80.13
Quill	PD Supplies	(119.99)
SpeedTech Lights	Fire Truck Light	637.48
Suburban Propane	EMS Building Propane	298.18
The Office Planning Group	Copier Maintenance	103.97
UPEA	Water Project	19,899.44
		28,245.60
Original Bill Listing		22,398.07
Total Accounts Payable		50,643.67

Voucher Numbers for GO, Police, Clubhouse, Ambulance, Library, Water & Sewer: 65625-65823
Voucher Numbers for Tax

ACTION ITEMS:

Rampart Renewal Contract (10a.): Motion by Roberts, supported by Adams, to approve the Rampart Billing Agreement as presented. Motion carried.

KI Sawyer Center Painting (10b.): Motion by Nordeen, supported by Roberts, to approve the quote from Heric Painting to paint and fix the front exterior of the KI Sawyer Community Center totaling \$2,194.50. Discussion ensued. Motion by Nordeen, supported by Roberts to amend the motion to approve the quote from Heric Painting to paint, only, the exterior of the KI Sawyer Community Center totaling \$1,463.00. Motion carried.

POAM Medical Insurance (10c.): Motion by Roberts, supported by Nordeen, to approve the transfer of the POAM Health Insurance to Liberty Union, through City Insurance, as presented. Motion carried.

Archery Property Proposals (10d.): Motion by Nordeen, supported by Roberts, to accept the proposal from the Gwinn Buckskin Bowmen Archery Club to use the property on Sporley Lake Road as presented. Motion carried. (The proposal was to use the property on the west side of Sporley Lake Road, directly across from the existing archery range as a parking lot, to construct a pavilion pending a grant proposal through CCI, utilize an existing two-track, and clearing a small amount of Jack pine and underbrush.)

EMS – Purchase Trailer (10e.): Motion by Adams, supported by Nordeen, to approve the purchase of a trailer from Green Light Resort Trailer for \$8,728.00 plus up to \$150.00 for decaling prior to delivery. Motion carried.

Fire Dept – Purchase Bunker Gear (10f.): Motion by Nordeen, supported by Adams, to purchase 6 sets of bunker gear for the Fire Department. Motion carried.

Fire Dept – Purchase Ram for Jaws of Life (10g.): Motion by Roberts, supported by Adams, to approve the purchase of a hydraulic ram for the Jaws of Life for the Fire Department totaling \$1,800.00. Motion carried.

Fire Dept – Chief Purchasing Policy (10h.): No action taken.

Fire Dept – Pay Increase (10i.): Motion by Nordeen, supported by Roberts, to approve the requested pay increase for the Fire Department personnel to receive a \$5.00 increase per call, with an additional increase of \$1.00 for each subsequent year, capping at \$20.00 per call. Discussion ensued. There has not been a pay increase since 1990. Motion carried.

Audit Contract (10j.): Motion by Adams, supported by Roberts, to approve the State of Michigan Audit Contracts as presented. Motion carried.

Farmers Market at KI Sawyer (10k.): Motion by Nordeen, supported by Adams, to approve the Farmers Market group using the grass area at the KI Sawyer Community Center, contingent upon West Branch approving the Farmer's Market. Motion carried.

Police Dept – Bids for Remodel (10l.): Supervisor Minelli inform the Police Department there is no need for a motion to get bids for a job. When the bids are received, then come back to the Board for action.

Police Dept – Purchase Gun Locker (10m.): Motion by Roberts, supported by Nordeen, to approve the purchase of a secure gun locker for the Police Department totaling \$1,000.00. Discussion ensued. The locker must meet the DOD (Department of Defense) specifications and requirements. Motion carried.

Gwinn Community Schools Summer Food Service Program (10n.): Clerk Nordeen recused herself from this item, as the Director is her sister-in-law. Motion by Adams, supported by Roberts, to approve the Gwinn Area Community Schools using the KI Sawyer Community Center for their Summer Food Service Program. Discussion ensued. The area will be sectioned off, as there may not be a township employee available for additional supervision. Motion carried.

Computers for Police Cars (10o.): Motion by Nordeen, supported by Roberts, to approve the purchase of 2 Dell Laptops for \$6,738.00, 2 Havis docking stations for \$1,300.00, 3 Gamber-Johnson center consoles for \$855.00, totaling \$8,893.00 for the Police Cars. Discussion ensued. Motion by Nordeen, supported by Roberts, to amend the motion to establish one complete computer unit with components in one police vehicle totaling up to \$3,500.00. Motion carried.

Sign Company Prices (10p.): Motion by Nordeen, supported by Minelli, to approve the estimate from Leutz Signs as presented. Discussion ensued. There were differing opinions on each sign. Supervisor Minelli suggested that the board have a consensus on each sign on the estimate. It was the consensus of the Board to change the Cemetery Sign, this sign was not approved. It was the consensus of the Board to approve the Park sign. It was the consensus of the Board to approve the Park and Cemetery signs at the corner of Southgate. It was the consensus of the Board to change the Welcome to Forsyth Township signs, these signs were not approved. It was the consensus of the Board to approve the City Office Sign with no seal. It was the consensus of the Board to approve the clubhouse direction sign, but to change to Gwinn Community Center. Supervisor Minelli reiterated the approval of the items listed above. The Board was all in favor. Motion carried.

SRMS (10q.): Motion by Adams , supported by Nordeen, to approve the SRMS software. Motion carried.

American Tower Company (10r.): Motion by Minelli, supported by Adams, to accept the American Tower Site Perpetual Easement offer. Discussion ensued. Motion by Minelli, supported by Adams, to amend motion to postpone until more research is done. Motion carried.

Tourist Park (10s.): Motion by Adams, supported by Nordeen, to approve the Tourist Park Improvements Extension Resolution as presented. Roll call: Adams – aye, Roberts – aye, Nordeen – aye, Bodenus – aye, Minelli – aye. Motion carried.

FARQUAR/METSA TOURIST PARK IMPROVEMENTS
PROJECT NO. TF 10-076

Upon motion made by _____, supported by _____, the following Resolution was adopted:

“RESOLVED, that the Township of Forsyth, Michigan (GRANTEE), does hereby approve the amendment of the Agreement with the Michigan Natural Resources Trust Fund (DEPARTMENT) development grant number TF 10-076. Paragraphs 2 and 9c will be amended to read as follows:

- 2. The time period allowed for project completion is **July 29, 2011** through **September 30, 2014**, hereinafter referred to as the “project period.” Requests by the GRANTEE to extend the project period shall be made in writing before the expiration of the project period. Extensions to the project period are at the discretion of the DEPARTMENT. The project period may be extended only by an amendment of the Agreement.

- 9. To be eligible for reimbursement, the GRANTEE shall comply with the reporting requirements of the DEPARTMENT. At a minimum, the GRANTEE shall:
 - c. Submit a completed final reimbursement request within 90 days of project completion and no later than **December 30, 2014**. If the GRANTEE fails to submit a complete final request for reimbursement by **December 31, 2014**, the DEPARTMENT may audit the project costs and expenses and make final payment based on documentation on file as of the date or may terminate the Agreement and require full repayment of grant funds by the GRANTEE.

All other provisions of the Agreement shall be continued in full force and effect.

The following aye votes were recorded:

The following nay votes were recorded:

STATE OF MICHIGAN)
) ss
 COUNTY OF MARQUETTE)

I Jane Nordeen, Clerk of the Township of Forsyth, Michigan, do hereby certify that the above is a true and correct copy of the Resolution relative to the Agreement with the Michigan Department of Natural Resources, which Resolution was adopted by the Forsyth Township Board at a meeting held April 24, 2014.

 Signature

 Title

 Date

Jacobson Landscaping (10t.): Motion by Adams, supported by Nordeen, to approve the Estimates from A Jacobson Landscaping, #163 addressing tree boxes, #164 fertilizing listed areas, and #167 mulching Peter Nordeen Park, totaling \$9081.00. Motion carried.

Supervisor Minelli called for a short break at 7:39 pm
Supervisor Minelli called the meeting back to order at 7:43 pm

Joe & Sons (10u.): Mr. Joe D’Ambrosio expressed interest in buying the piece of property he was leasing until the snow caused the Building to collapse. Supervisor Minelli stated that the Board can sell the

property at fair market value. He suggested that Mr. D'Ambrosio meet with Assessor DeGroot to discuss all the needs of the property and if those needs can be met with current and future zoning requirements. No action was taken.

Clean KI Sawyer Community Center Floor (10v.): Clerk Nordeen recused herself from this item, as the owner of Thomas Cleaning is her brother. Motion by Adams, supported by Roberts, to approve the bid from Thomas Cleaning for \$900.00 to clean the floors at the KI Sawyer Community Center. Motion carried.

Grievance Review (This item was held after Public Comment at the end of the meeting): Officer Wonch's requested this item be held in closed session. Motion by Adams, supported by Nordeen, to approve going into closed session for a grievance review. Roll call: Adams – aye, Roberts – aye, Nordeen – aye, Bodenus – aye, Minelli – aye. Motion carried.

Motion by Adams, supported by Nordeen, to come out of closed session. Roll call: Adams – aye, Roberts – aye, Nordeen – aye, Bodenus – aye, Minelli – aye. Motion carried.

Motion by Nordeen, supported by Adams, to withdraw grievance, give Officer Wonch's lost pay back, remove letter from personnel file, and to issue an apology. Discussion ensued. There should be procedures followed by management and staff regarding disciplinary situations. Motion carried.

Collect Bargaining (This item was held after Public Comment at the end of the meeting): Motion by Roberts, supported by Adams, to go into closed session for collective bargaining. Roll call: Adams – aye, Roberts – aye, Nordeen – aye, Bodenus – aye, Minelli – aye. Motion carried.

Motion by Adams supported by Bodenus to come out of closed session. Roll call: Adams – aye, Roberts – aye, Nordeen – aye, Bodenus – aye, Minelli – aye. Motion carried.

DISCUSSION ITEMS:

Signs (11a.): This item was added to Action Items, see above.

OLD BUSINESS:

Collapsed Building Zoning (12a.): This item was added to Action Items, see above.

Water Rates (12b.): Supervisor Minelli suggested that the Board consider raising the Water Rates as the winter weather took a toll on this year's expenses.

Fire Dept. – Emergency Generator Issues (12c.): The Fire Department has requested that the emergency generator be altered to better suit an emergency situation. Superintendent Jancsi suggested that it be permanently installed at the Emergency Services Building, as it is not needed to run emergency generators at the pump houses. Supervisor Minelli advised the Fire Department to get bids for forms and platform supplies, along with conversion supplies to change it from propane to natural gas. Should these bids come under the \$500.00 limit, a Board Member can sign off to get the conversion started.

CORRESPONDENCE:

Marquette County Road Commission Crack and Seal Letter: The Board received a letter from Marquette County Road Commission regarding the Crack Seal and Chip Seal Program. Forsyth Township will not be participating in this program.

Public Comment: Rich Johnson thanked the Board for their support regarding the upcoming changes in the Police Department. The Board thanked the Police Officers for taking part in the audit recommendations.

Supervisor Minelli called for a short break at 8:21 pm
Supervisor Minelli called the meeting back to order at 8:26 pm

Action Items Grievance Review and POAM Collective Bargaining were held at this time. See detailed information above.

Board Member Comment: Trustee Bodenus went on patrol with Sergeant LaFave. He stated it was very informative and interesting. He learned a lot about their profession. He and Supervisor Minelli suggested that all Board Members do the same. Supervisor Minelli stated he received a letter from Sergeant LaFave outlining his recent training. He commend the Sergeant for taking the time to inform the Board. He would like to see similar letters from other employees when sent to training. Police Liaisons met with the Police Chief regarding the extended contract. Clerk Nordeen suggested meeting with the Police Chief prior to the 60 day extension deadline.

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

Respectfully submitted,

Stacy Filizetti
Clerk/Secretary

Jane Nordeen
Forsyth Township Clerk