

**Forsyth Township Board
Regular Meeting
Gwinn Community Center
January 14, 2016**

Supervisor Minelli called the meeting to order at 6:30 p.m.

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

Board Members Absent: Trustee Bodenus, excused.

Also Present: Attorney Kevin Koch, UPEA Representatives Matt Treado and Carr Baldwin, Police Chief Gordon Warchock, Assessor Rebecca Stachewicz, Superintendent of Public Works Eric Jancsi, EMS Director Peter Ghiringhelli, Bookkeeper Lynn Rodgers, Senior Center Director Brian Veale, a number of township employees and concerned citizens.

Approval of Minutes: Motion by Roberts, supported by Adams, to approve the Minutes for December 17, 2015 Regular Board Meeting, as presented. Motion carried.

Agenda: Motion by Nordeen, supported by Adams, to approve the agenda with the additions of **10g. EMS Agreement, 10h. USW Letter of Understanding, 10i. Closed Session for Pending Litigation, and 11b. UPEA Water Project Expansion Letter.** Motion carried.

Public Comment: Dave from Superior Surveying, introduced himself and volunteered to answer any surveying questions. Pat Anderegg commented on the new ambulance, ambulance transport billing, and ambulance personnel. EMS Director Peter Ghiringhelli explained the protocol involved.

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

Attorney's Report: Attorney Koch stated the Kevern lawsuit will be discussed in closed session. The Manninen zoning violation has a hearing January 21st. The Haglund zoning violation could not be held in contempt due to no written order. Attorney Koch will refile if the violation is not corrected. The Beauchamp Fire Charges have been filed. He explained the EMT Training Agreement that was drafted. The Fire Charges Ordinance needs to be amended. Discussion ensued at length.

Approval of Bills & Vouchers: Motion by Roberts, supported by Nordeen, to approve the bills and vouchers totaling \$42,539.51, as presented. Motion carried.

**Forsyth Township
Bills For Approval
1/14/16**

Vendor	Description	Amount
Ace Hardware	Supplies for Various Depts	173.06
American Planning Association	A/Z Newsletter	60.00

American Welding & Gas	EMS Gases	65.38
Auto Value	Parts for Various Depts	1,856.47
Business Micro Resource Corp	FD Computer Software Update	400.00
CBB Superior Collision	PD Patrol Vehicle Repairs	4,082.56
Compudyne	Computer Support	150.00
Crossroads Truck Repair	EMS Ambulance Repair	62.96
Dalco	Clubhouse Cleaning Supplies	164.66
Elcom Systems	PD Service Agreement	77.00
Emergency Medical Products	EMS Supplies	531.41
Fred Pryor Seminars	PD Training	99.00
Fox Marquette	PW Vehicle Repairs	636.05
Fox Negaunee	PD Patrol Vehicle Repairs	967.05
Froberg's Clothing	PW Safety Boots	195.00
Galls	PD Equipment and Uniforms	397.60
Glance This Way	PD Promotional Supplies	261.60
Industrial Marketing	PW Holder Parts	550.45
Joe & Sons Service Center	Senior Center Plowing	20.00
Johnson's Printing	PD Case Folders	228.45
Joyce Styer	Senior Center Birthday Cake	25.00
Kevin Koch PC	Attorney Fees	2,280.93
Lake Superior Com. Partnership	Annual Dues	275.00
Menards	Supplies for Various Depts	86.41
Michigan Assoc of Chiefs of Police	PD Training	255.00
Michigan Sales	PW Kubota Repair	123.79
MJ VanDamme Trucking	Ball Field Gravel	420.00
Nye Uniform	PD Uniforms	224.18
Pomasl	FD/EMS Supplies	943.77
Pomps	PD and PW Tires	487.16
Quill	Supplies for Various Depts	568.98
Range Telecommunications	Miss Dig Calls	18.50
Remy Battery	EMS/PW Batteries	192.78
Sirchie	PD Bodycam	155.53
Standard Electric	FD/Clubhouse Supplies	31.73
The Mining Journal	Publishing	345.05
UPEA	Engineering Services	5,635.00
UP Health System	PD Officer Physical	298.00
US Post Office	W/S Permit and PD Box Renewal	297.00
	TOTAL	23,642.51

**Forsyth Township
Additional Bills For Approval
1/14/16**

Vendor	Description	Amount
Airgas	PW Gases and Cylinder Rentals	46.16
American Welding & Gas	EMS Gases and Cylinder Rentals	180.68
Aramark	Uniform and Carpet Service	1,454.38
Arrow International	EMS Medical Supplies	353.67
Compudyne	Computer Support Various Dept	181.25
Detroit Marriott Center	MTA Conference	1,007.16
Drug Screens Plus	Drug Screening	28.00
Emergency Medical Products	Ambulance Supplies	588.34
Froberg's Clothing	PD Uniforms	200.00
Great Lakes Wood Products	FD Saw Parts	49.85
Johnson's Printing	Assessing/Zoning Forms	158.17
Judy Roberts	MTA Conference	733.72
Len Bodenus	MTA Conference	733.72
Menards	Supplies for Various Depts	295.57
Michigan Sales Marquette	PW Kubota Parts	88.90
MTA	MTA Conference	384.00
Quill	Office Supplies	259.68
RDJ Specialties Inc	PD Drug Test Kits	315.97
Roger Hiironen	Senior Center Plowing	50.00
Snyder Drug Store	Supplies for Various Depts	13.90
State of Michigan	PD SOR Registration Fees	30.00
Swales Plumbing & Heating	Clubhouse Ramp Heating	8,250.00
The Mining Journal	Publishing	117.45
The Stitch Witch LLC	PD Uniform Repair	31.00
Trophy Central	PD Awards	68.38
UP Health System	EMS Supplies	89.65
Wex Bank	Fuel for Various Dept	3,187.40
		18,897.00
	Original Bill Listing	23,642.51
	Total Accounts Payable	42,539.51

Voucher Numbers for GO, Police, Clubhouse, Ambulance, Library, Water & Sewer: 70465-70738
Voucher Numbers for Tax 1612-1627

ACTION ITEMS:

Survey Bids (10a.): Marquette County Conservation Forester Matt Watkeys notified the Board that he had received three bids. TriMedia Environmental and Engineering for \$1,500, Superior Surveying for \$1,795 and North Country Engineering for \$1,880. Discussion ensued. Motion by Nordeen, supported by Adams, to approve the surveying bid from TriMedia Environmental for \$1500. Motion carried.

Scrap Tire Hauler Bond (10b.): Supervisor Minelli explained the new regulations for the Scrap Tire Hauler Permit. Discussion ensued. Motion by Adam, supported by Nordeen, to table this issue. Attorney Koch will make a recommendation for the next meeting. Motion carried.

Budget Adjustments (10c.): Supervisor Minelli asked Bookkeeper Rodgers to explain the Budget Adjustments. Motion by Adams, supported by Roberts, to approve the Budget Adjustments as presented. Motion carried.

**FORSYTH TOWNSHIP
BUDGET ADJUSTMENTS
14-Jan-15**

GENERAL FUND		Original/Amended	New	Difference
Department	Department #			
Revenue		2,588,170	2,628,145	39,975
Expense				
Legislative	101	12,765	13,265	500
Treasurer	253	12,230	12,730	500
Office	260	78,200	83,850	5,650
Election	262	8,450	13,750	5,300
Attorney	266	12,000	16,000	4,000
Cemetery	276	24,785	33,400	8,615
Transfer Station	528	23,540	29,540	6,000
Senior Center	672	182,600	192,600	10,000
Tax/Bad Debt	899	43,500	46,000	2,500
Capital Outlay	900	379,000	415,500	36,500
			Total	79,565
Beginning Fund Balance:	1,608,364	4/1/15		
Estimated Revenues:	2,628,145			
Estimated Expenses:	(2,667,120)			
Estimated Ending Fund Balance:	1,569,389	3/31/16		

Police

	Original/Amended	New	Difference
Revenue	947,800	1,000,100	52,300
Expenses	941,950	1,041,750	99,800
Beginning Fund Balance:	162,862	4/1/15	
Estimated Revenues:	1,000,100		
Estimated Expenses:	(1,041,750)		
Estimated Ending Fund Balance:	121,212	3/31/16	

Ambulance Equipment	Original/Amended	New	Difference
Revenue	91,800	88,660	(3,140)
Expenses	86,200	86,200	0
Beginning Fund Balance:	333,302	4/1/15	
Estimated Revenues:	88,660		
Estimated Expenses:	(5,600)		
Estimated Ending Fund Balance:	416,362	3/31/16	

Clubhouse/Recreation	Original/Amended	New	Difference
Revenue	354,600	344,100	(10,500)
Expenses	390,900	386,900	(4,000)
Beginning Fund Balance:	527,732	4/1/15	
Estimated Revenues:	344,100		
Estimated Expenses:	(386,900)		
Estimated Ending Fund Balance:	484,932	3/31/16	

Library	Original/Amended	New	Difference
Revenue	179,600	183,310	3,710
Expenses	214,070	319,095	105,025
Beginning Fund Balance:	243,866	4/1/15	
Estimated Revenues:	183,310		
Estimated Expenses:	(319,095)		

Estimated Ending Fund Balance:	108,081	3/31/16
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Sewer	Original/Amended	New	Difference
Revenue	396,455	386,155	(10,300)
Expenses	325,760	324,560	(1,200)
Beginning Net Position:	1,294,571	4/1/15	
Estimated Revenues:	386,155		
Estimated Expenses:	(324,560)		
Estimated Ending Net Position:	1,356,166	3/31/16	

Water	Original/Amended	New	Difference
Revenue	570,000	527,000	(43,000)
Expenses	429,415	441,765	12,350
Beginning Net Position:	2,090,369	4/1/15	
Estimated Revenues:	527,000		
Estimated Expenses:	(441,765)		
Estimated Ending Net Position:	2,175,604	3/31/16	

Police Dept – Chief’s Meeting (10d.): Motion by Roberts, supported by Nordeen, to approve Police Chief Warchock attending the State Chief’s Meeting in Grand Rapids. Motion carried.

Solid Waste Disposal Authority Resolution (10e.): Motion by Adams, supported by Nordeen, to approve the East Marquette Solid Waste Disposal Authority Resolution to Dissolve, as presented. Roll call: Trustee Adams – aye, Treasurer Roberts - aye, Clerk Nordeen – aye, Supervisor Minelli – aye, Trustee Bodenus – absent. Motion carried.

EAST MARQUETTE SOLID WASTE DISPOSAL AUTHORITY
MARQUETTE COUNTY

RESOLUTION TO DISSOLVE 2016-1

WHEREAS, the Forsyth Township Board wishes to dissolve the East Marquette Solid Waste Disposal Authority and

WHEREAS, West Branch Township to be given authorization to disperse the funds in the amount of \$1,912.21 to each of the seven participating townships.

NOW, THEREFORE, IT BE RESOLVED that the Township Board of Forsyth Township, Marquette County approves to dissolve the East Marquette Solid Waste Disposal Authority and authorize West Branch Township to disperse funds in the amount of \$1,912.21 to each of the seven participating townships.

Motion made by: _____, supported by: _____

Upon roll call vote the following voted:

Yes:

No:

Absent:

The Supervisor declared the resolution adopted January 14, 2016.

CERTIFICATE

I, Jane Nordeen, the duly elected and acting Clerk of Forsyth Township, hereby certify that the foregoing resolution was adopted by the Township Board by a roll call vote at a Regular Meeting of the Board held on January 14, 2016, at which meeting a quorum was present; and that this resolution was ordered to take immediate effect.

_____, Forsyth Township Clerk

KI Sawyer Community Center Clerk Hours (10f.): Supervisor Minelli explained the Union had approached him regarding this position. Motion by Adams, supported by Minelli, to approve paying Clerk Nordeen backwards whatever we owe her. Discussion ensued at length. Motion carried.

Motion by Roberts, supported by Minelli, to approve extending Clerk Nordeen's pay for 2 months so she can seek an employee, manager, or entity to take over the Center. Clerk Nordeen recused herself from voting. Motion carried 2-1.

EMS Agreement (10g.): (This action was taken during the Attorney's Report.) Motion by Adams, supported by Nordeen, to approve the Forsyth Township EMT Training/Service Agreement, as presented. Motion carried.

FORSYTH TOWNSHIP EMT TRAINING/SERVICE AGREEMENT

Whereas, Forsyth Township Emergency Medical Services desire to insure the highest quality candidates for serving on the Township Emergency Medical Services crew, and

Whereas, Forsyth Township Emergency Medical Services also desires longevity in Township crew member service to promote a stable and reliable crew, and

Whereas, the costs of providing training to new EMT recruits is substantial and it is desirable to retain trained and qualified EMT applicants in the Township,

Now Therefore it is hereby agreed between Forsyth Township Emergency Medical Services, a subdivision of Forsyth Township, a general law township in Marquette County with offices at 186 West Flint Street, Gwinn, Michigan 49841, and the prospective Forsyth Township EMT applicant who signs this Agreement below, that in consideration for receiving training to become a qualified emergency medical services volunteer for Forsyth Township that said applicant agrees to remain in active service to Forsyth Township as an emergency medical services volunteer for a period of one year after being approved to join the force. Said undersigned applicant hereby agrees that in the event he or she does not fulfill one year of active service with Forsyth Township Emergency Medical Services crew after receiving training to become such a volunteer, then in that event the applicant agrees to repay in full the costs of providing such applicant emergency medical services training by reimbursing Forsyth Township the full costs therefor.

Date

Applicant

Date

Forsyth Township Emergency
Medical Services, Pete Ghiringhelli

USW Letter of Understanding (10h.): Supervisor Minelli explained the Letter of Understanding he would like put into the USW contract. Motion by Roberts, supported by Nordeen, to approve approaching the Union with the Letter of Understanding, as presented. Discussion ensued. Motion carried 3-1.

Supervisor Minelli called for a short break at 7:35 pm
Supervisor Minelli called the meeting back to order at 7:42 pm

Closed Session for Pending Litigation (10i.): At 7:42, motion by Adams, supported by Nordeen, to approve going into closed session for pending litigation. Roll call: Trustee Adams – aye, Treasurer Roberts - aye, Clerk Nordeen – aye, Supervisor Minelli – aye, Trustee Bodenus – absent. Motion carried.

At 8:18, motion by Adams, supported by Nordeen, to approve coming out of closed session for pending litigation. Roll call: Trustee Adams – aye, Treasurer Roberts - aye, Clerk Nordeen – aye, Supervisor Minelli – aye, Trustee Bodenus – absent. Motion carried.

DISCUSSION ITEMS:

Ordinance Rewrite (11a.): Supervisor Minelli explained a letter that we received from Miller Canfield. Motion by Adams, supported by Roberts, to approve the estimate of \$3,500 mentioned in an email from Miller Canfield. Motion carried.

UPEA Water Project Expansion Letter (11b.): (This item was discussion immediately after 10h.) Supervisor Minelli commented on a letter written by UPEA to expand the Water Project. UPEA Representative Matt Treado explained they had already passed out 45 letters. The remaining 25 will be passed out soon.

OLD BUSINESS: None.

CORRESPONDENCE: None.

Public Comment: (This item took place prior to going into closed session.) Al Winfield from Martin Lake asked if the Board has had any response to the letter that was mailed to Marquette County. Lynn Rodgers asked the Board to consider bringing the Fire Committee back together.

Board Member Comment: Trustee Adams commented on bill 571 signed by the Governor.

Adjournment: Supervisor Minelli adjourned the meeting at 8:24 p.m.

Respectfully submitted,

Stacy Filizetti
Forsyth Township Board Secretary

Jane Nordeen
Forsyth Township Clerk