

**Forsyth Township Board
Regular Meeting
Gwinn Community Center
December 15, 2016**

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

Board Members Present: Supervisor Boogren, Clerk Borrett, Treasurer Roberts, Trustee Adams and Trustee Armatti

Board Members Absent: None

Also Present: Attorney Kevin Koch, UPEA Representative Carr Baldwin, a number of township employees and concerned citizens.

Public Hearing - CDBG Urgent Need Infrastructure Grant: Supervisor Boogren opened the Public Hearing at 6:30 pm. UPEA Representative Carr Baldwin gave a background of the freeze of 2014. Grants were available for the repairs associated with the unusual weather event. Originally the grant was estimated at \$16,400.00, but due to the water project and the repairs associated with that, the grant was reduced to \$6,351.83. No other questions or comments were offered. Supervisor Boogren closed the Public Hearing at 6:32 pm.

Approval of Minutes: Motion by Roberts, supported by Armatti, to approve the Minutes for November 17, 2016 Regular Board Meeting, as presented. Motion carried.

Agenda: Motion by Roberts, supported by Borrett, to approve the agenda with the following additions: **11r.** DNR Snowmobile Grant and **11s.** Performance Resolution. Motion carried.

Public Comment: Police Chief Warchock commented on local Agency participation for a recent crime. Jack Heidtman commented on a delinquent water bill. Greg Yelland congratulated the Board on the recent election. Pat Anderegg commented on the Assessor's Training, Police Department awards, and residents not receiving water bills in the water service area.

Department Reports: The following reports were accepted and placed on file: Assessing/Zoning, Senior Citizens Director, Fire Department, Library, Police Department, Public Works, KI Sawyer Community Center and General Operating Financial Report. Reports not filed: Ambulance and Parks Committee. UPEA Representative Carr Baldwin was present, answering questions regarding the Water and Sewer Project.

Assessor Stachewicz informed the Board that the cleanup on Dart Street has been completed. Clarification was made regarding no grant funding for meals provided at the KI Sawyer Community Center. Director Jane Nordeen has been soliciting donations for the program. Mike Prokopowicz donated kitchen equipment to the KI Sawyer Community Center. Director Nordeen stated the kitchen is currently licensed.

Attorney's Report: Attorney Koch state there is no new developments on the tax appeals. The Landfill meeting was cancelled. The last attempt was made to A&M Investment Properties LLC for the correction of a zoning violation.

Approval of Bills & Vouchers: Motion by Roberts, supported by Adams, to approve the bills and vouchers totaling \$148,659.97, as presented. Motion carried.

**Forsyth Township
Bills For Approval
12/15/16**

Vendor	Description	Amount
Airgas	PW Oxygen	86.78
A&F Construction	KISCC Roof Repair	52,471.80
American Nameplate	New Board Members Nameplates	43.00
American Welding & Gas	EMS Oxygen	95.47
Auto Value	Parts for Various Depts	998.11
Beauchamp Plumbing & Heating	KISCC Heat and Museum Plumbing	442.35
Cannon Financial	Office Copier Lease	135.07
Ciox Health	PD Record Research	27.28
City of Marquette	Bacteriological Analysis	80.00
Compudyne	Computer Support for Various Depts	1,598.25
Digital-Ally	PD Battery	60.00
Elcom Systems	PD Service Agreement & Repair	261.51
Frobergs Clothing	PW Safety Boots	597.00
Galls	PD Uniform/Equipment	472.42
GFC Leasing	SC Copier Lease	270.00
Ginop Sales	PW Kubota Parts	180.79
Harris	Computer Support/Maintenance	9,134.95
Holiday Cleaners	PD Uniform Dry-cleaning	8.35
Jacobson Excavating	PW Sand and Topsoil	850.00
JF Ahern	EMS Building Fire Extinguisher Service	104.00
Joe & Son's Service	PD Tire Changes	60.00
Johnson's Printing Service	Envelopes/Order of Trespass	272.15
Joyce Styer	SC Birthday Cake	25.00
Kevin Koch PC	Attorney Fees	1,136.00
KI Sawyer Heritage Air Museum	Room Rental for Boar Meeting	75.00
Marquette County Clerk	Election Costs	598.80
Marquette County Land Bank	Demolition Costs	6,025.00
Marquette Embroidery	PD Uniform Preparation	209.00
Menards	Supplies for Various Depts	1,003.33
Michigan Sales	PW Kubota Parts	43.25

MTA	Clerk Training	229.00
Midwest Security Systems	Office Alarm	990.00
Miss Dig	Membership/Maintenance	785.53
NiceRink	KISCC Ice Rink Repair	1,208.89
Nye Uniform	PD Uniform/Equipment	365.19
Pomps	PD/PW Tires	1,316.47
Quill	Supplies for Various Depts	1,096.59
R&R Fire Truck Repair	FD Uniforms	336.22
Randy Heidtman	SC Plowing	100.00
Range Telecommunications	Miss Dig	6.25
RW Energy	PW Furnace Filters	52.75
SCI Cleaning and Maintenance	Dart Street Blight Cleaning	7,686.37
Standard Electric	Street Lighting	62.72
State of Michigan	Audit Services	11,880.00
State of Michigan	Lagoon NPDES Permit	400.00
The Mining Journal	Publishing	411.15
The Office Planning Group	Copier Maintenance	124.93
TransUnion	PD Record Research	50.00
UP Off Road	PW Plow Parts	440.65
US Postal Service	SC Newsletter Postage	75.73
Winston Benz	SC Plowing	130.00
	TOTAL	105,113.10

**Forsyth Township
Additional Bills For Approval
12/15/16**

Vendor	Description	Amount
Ace Hardware	Supplies Various Dept	336.67
Aramark	Carpet & Uniform Service	1,550.88
Compudyne	PD Computer Support	149.00
Emergency Medical Supplies	EMS Medical Supplies	389.72
Fox of Negaunee	PD Patrol Vehicle Parts	128.49
Galls	EMS Clipboards	71.93
Gordon Food Service	KISCC Food	167.06
Leutz	PW Fence Clips	125.00
MERS	Additional Payment	35,000.00
Michigan Sales	PW Kubota Parts	34.99

Michigan Townships Assoc.	Board Member Training	496.00
NFPA	FD Membership Renewal	175.00
Pacific Telemanagement	Pay Phone	50.00
Pomps	PD Tires	1,391.84
Shell	Election Supplies	26.08
Snyder	Supplies Various Dept	151.20
The Office Planning Group	Copier	149.99
UP Office	SC Copier	284.62
WEX Bank	Fuel for Various Dept	2,868.40

43,546.87

Original Bill Listing 105,113.10
Total Accounts Payable 148,659.97

Voucher Numbers for GO, Police, Clubhouse, Ambulance, Library, Water & Sewer: 72936-73140
Voucher Numbers for Tax 1673-1680
Voucher Numbers for Sewer 1014-1015
Voucher Numbers for Water 1022-1023

ACTION ITEMS:

Principles of Governance (11a.): Motion by Adams, supported by Roberts, to approve the Principles of Governance, as presented. Motion carried.

2017 Meeting Dates (11b.): Motion by Adams, supported by Roberts, to approve the Notice of Scheduled 2017 Meeting Dates, as present. Discussion ensued. Motion carried 4-1.

Deputy Supervisor’s Salary (11c.): Supervisor Boogren explained that he had appointed Joe Minelli as Deputy Supervisor for a period of 6 months. The question of pay has been addressed by Attorney Koch. Motion by Roberts, supported by Nordeen, to pay the Deputy Supervisor the same amount of pay as the Deputy Treasurer and Deputy Clerk, as it has been listed as Deputy Salary. Discussion ensued. Motion carried 4-1.

Clerk – Social Work Duties (11d.): Supervisor Boogren referenced the Duties of the Social Worker at the Senior Center. Discussion ensued. It was the consensus of the Board and Attorney that the duties of the Social Worker do not conflict with the duties of the Clerk. Clerk Borrett will remain a Social Worker at the Senior Center.

Fire Truck (11e.): Supervisor Boogren referenced the letter from Fire Chief Hutchens regarding the recent purchase of a Fire Truck. Discussion ensued. Trustee Adams was concerned about the authority of purchasing a truck and the mechanical soundness of the vehicle. A policy is needed to define purchases of this sort. This item will need more research and will be revisited next month.

FD - Officers (11f.): Motion by Roberts, supported by Borrett, to approve the Fire Department Officers for 2017, as presented. Motion carried.

Assessor Training Allowance (11g.): Motion by Adams, supported by Roberts, to approve paying Assessor Stachewicz food allowance, as defined in the USW contract, for advanced certification training. Motion carried.

A&M Investment Properties LLC (11h.): Motion by Adams, to approve proceeding with legal action for the A&M Investments Properties outstanding zoning violation. Discussion ensued. Trustee Adams and Assessor Stachewicz gave a brief history of the violation. No support. Motion failed.

A/Z – Chamber Signs (11i.): Chamber Members Sally Searle and Jeanette Maki explained the Gwinn Area Chamber of Commerce was dissolving. Before it dissolves, the Chamber would like to contribute “Welcome” signs. They presented quotes, descriptions, zoning requirements and contribution funds. Discussion ensued at length. Further information is needed prior to approval.

Supervisor Boogren called for a short break at 7:36 pm

Supervisor Boogren called the meeting back to order at 7:40 pm

Water Project Pay Resolution (11j.): Motion by Roberts, supported by Armatti, to approve the Resolution for payment of funds for the Forsyth Water System Improvements project for \$88,934.80, as presented. Roll call: Trustee Adams – yes, Trustee Armatti – yes, Treasurer Roberts – yes, Clerk Borrett – yes, Supervisor Boogren – yes. Motion carried.

Sewer Project Pay Resolution (11k.): Motion by Roberts, supported by Adams, to approve the Resolution for payment of funds for the Forsyth Sewer System Improvements project for \$48,919.49, as presented. Roll call: Trustee Adams – yes, Trustee Armatti – yes, Treasurer Roberts – yes, Clerk Borrett – yes, Supervisor Boogren – yes. Motion carried.

Nonparticipating Pay Resolution (11l.): Motion by Roberts, supported by Adams, to approve the Resolution for payment of funds for the Forsyth Township Non-Participating Project Funds, for \$16,944.67, as presented. Roll call: Trustee Adams – yes, Trustee Armatti – yes, Treasurer Roberts – yes, Clerk Borrett – yes, Supervisor Boogren – yes. Motion carried.

Water Project Change Order (11m.): Motion by Roberts, supported by Adams, to approve the Water Project change request W11, as presented. Motion carried.

Sewer Project Change Order (11n.): Motion by Roberts, supported by Borrett, to approve the Sewer Project change request S6, as presented. Motion carried.

Marquette County Solid Waste Authority (11o.): Motion by Adams, supported by Roberts, to approve the County of Marquette remaining as a constituent municipality member of the Marquette County Solid Waste Management Authority Intergovernmental Agreement. Discussion ensued. Motion carried.

SC – Purchase Chairs (11p.): Motion by Adams, supported by Armatti, to approve purchasing used chairs for the Clubhouse totaling \$1000.00. Discussion ensued. Motion carried.

Board Liaisons (11q.): Supervisor Boogren suggested each Board Member request which committees they wish to partake in. He will then comprise a list to be voted on next meeting.

DNR Snowmobile Grant (11r.): Police Chief Warchock gave a brief description of the request. Motion by Adams, supported by Borrett, to approve the matching funds of \$1,100 for the DNR Snowmobile Grant. Motion carried.

Performance Resolution (11s.): Motion by Adams, supported by Roberts, to approve the Performance Resolution for Governmental Agencies, as presented. This is a requirement of MDOT for the annual Construction Permit. Roll call: Trustee Adams – yes, Trustee Armatti – yes, Treasurer Roberts – yes, Clerk Borrett – yes, Supervisor Boogren – yes. Motion carried.

DISCUSSION ITEMS:

Road Study (12a.): Supervisor Boogren stated he met with UPEA Representatives regarding our road conditions. There should be a study on the thoroughfares. The study will cost approximately \$3,400. He asked the Board to consider this subject. He will put it on the agenda for next month's meeting.

Winter Vacancy Billing (12b.): Supervisor Boogren commented on the number of residents asking him about vacationing billing. He suggested that UPEA construct a timeline and plan that could be published for our residents. There is a possibility of the meters being active in February.

PD Administrative Vacancy (12c.): Police Chief Warchock explained that this position was vacant in September. He then hired a temporary worker to fill the position, which will be vacant again at the end of December. He would like a committee to research how best to fill the position. The position is currently a USW position. He will meet with Trustee Adams and Treasurer Roberts on how best to fill this position.

Transfer Station (12d.): Clerk Borrett informed the Board of a potential fine due to the mixing of recyclable and unrecyclable items. Residence are not reading the signs, therefore placing unrecyclable items in the recycling bins. There is still after-hours dumping happening at the Transfer Station. Additional cameras may be needed. The Board should consider opening the Transfer Station more during the week.

OLD BUSINESS: None.

CORRESPONDENCE:

Jacob Letter (14a.): Supervisor Boogren addressed the letter written by Mr. Jacob. Discussion ensued. This is a duplex with one water line. As long as there is two properties, there must be a charge for each side. If it is considered as a single home, there should only be one billing. Supervisor Boogren will discuss this with Mr. Jacob.

Public Comment: Peggy Noha asked if the Board would be involved with the Sawyer Operations Authority (SOA). Greg Yelland commented on the SOA, Water Meters, and thanked the Police Chief and the Board Members. Pat Anderegg commented on A&M Investment Properties LLC and water billing. Bob St. Aubin commented on the water meters and water billing. Bob Anderegg commented on water

billing. Jane Nordeen congratulated the Board. Jeanette Maki recommended using a PA system for Board Meetings. UPEA Representative Carr Baldwin referenced his Summary Report and map of potential projects.

Board Comment: Board Members wished the residents Happy Holidays and thanked them for their participation.

Adjournment: Supervisor Boogren adjourned the meeting at 8:23 p.m.

Respectfully submitted,

Stacy Filizetti
Board Secretary

Michelle Borrett
Forsyth Township Clerk