

**Forsyth Township Board  
Regular Meeting  
January 19, 2012  
Emergency Service Building**

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 Filizetti-Hartzell, Treasurer Nordeen & Trustees Armatti & Roberts. All present.

**Also Present:** Attorney Kevin Koch, a number of Township employees & interested citizens.

**Approval of Minutes:** Motion by Nordeen, supported by Armatti approving the December 15<sup>th</sup> & 19<sup>th</sup>, 2011 board meeting minutes with the following corrections: December 15<sup>th</sup> under Dept. Reports, second paragraph delete "paid the Township \$5,000.00" & add "placed \$5,000.00 in escrow"; under Aircraft Emergency Response Agreement change "\$3,500.00" to "\$3,750.00"; December 19<sup>th</sup> under Interviews – Laborer Job Position add the word "two" in the third paragraph between than & was. Motion carried.

**Public Comment:** Library offering classes for E recorders on January 28<sup>th</sup> & February 4<sup>th</sup>, current class full. Quarterly due out 1<sup>st</sup> week in March, articles due by February 1<sup>st</sup>; Jack Pine Race scheduled for February 18<sup>th</sup>, sponsored by Bell Memorial Hospital. Nathan Roberts, Sawyer resident, Arcadia Revival Team, gave a presentation on programs being initiated for youth & adults, mentors for youth on a one on one basis, addiction & marital counseling. He further stated participating individuals would earn points which would result in trips/programs for youth. Funding for the program was received through donations. Roberts challenged the township board to partnership in ideas for programs or available buildings. Roberts will meet with the Salvation Army to discuss partnering with them.

**Approval of Agenda:** Motion by Nordeen, supported by Roberts approving the agenda with the following additions under Action Items: 11g. Audit Bids, 11h. Habitat for Humanity. Motion carried.

**DEPARTMENT REPORTS:**

The following reports were accepted & placed on file: Ambulance, Assessing/Zoning, Fire Department, Library, Police Department, Public Works Department, Clubhouse/Senior Citizen Report. No report from Parks & Recreation.

**Treasurer's Report:** Motion by Nordeen, supported by Roberts to accept the Treasurer's report as presented. Motion carried.

**Attorney's Report:** Koch stated there were no changes on claims/cases, no deed from Adamini on the Barriger easement. The Salvation Army email response will be copied to board members; they are requesting changes to the lease. Kevin is in contact with Dave Kallio regarding PILT monies, waiting to find out what two of the schools are doing.

**Bills & Vouchers:** Motion by Nordeen, supported by Armatti approving bills in the amount of \$44,496.28 and voucher numbers as presented. Motion carried.

<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
4-Safety, LLC	Cross Guard Equipment	27.95
Ace Hardware	Misc Supplies	426.65
Airgas	EMS Supplies & Rentals	286.60
Anderson Communications	Radio Repair-Fire	19.00
Auto Value	Misc Parts/Supplies	644.10
Beauchamp Plumbing & Heating	Heater Repair-EMS Building Floor Stripping & Recoating- Clubhouse	250.99
Bright Star Cleaning Services	Clubhouse	863.69
Business Micro Resource Corp	Annual Software Support-Fire	400.00
Crossroads Truck Repair & Towing	Truck Repair-Fire	286.79
Emergency Medical Products	EMS Supplies	437.99
Forsyth Township	Winter Taxes for Weidner Building	692.17
Fox Negaunee	Ambulance Repair	43.50
Froberg's Clothing	Boots-Fowler	100.00
Galls	Jacket-Uren	224.99
Harris	Water/Sewer Billing Software Annual Support	2,201.09
Holiday 50 Minute Cleaners	Dry Cleaning-Police	30.59
Joe & Sons Service Center	Tire Repair & Replacement-Police	124.93
Johnson's Printing	Case History Folders-Police	223.35
Kevin Wm. Koch, PC	Attorney Fees	944.12
Marquette County Clerk	November Election	184.49
Marquette County Equalization	Winter Tax Rolls/Bills	1,670.84
Menards	Building Supplies	119.91
Michigan State Firemen's Association	2012 Membership	75.00
Modeltown Express	Gas/Diesel	177.98
MWEA	Annual Membership Snowplowing for Senior Client- Senior Center	58.00
Neil's Snowplowing	Senior Center	800.00
Nip & Tuck Alterations	Uniform Alterations-Police	20.00
North Country Disposal	Recycling Container	200.00
Nye Uniform	Uniforms-Police	152.44
Postmaster	Pre-sort Mailing Permit	190.00
Postmaster	PO Box for Police	60.00
Prosecuting Attorneys Coordinating Council	2012 Warrant Manual-Police Office Supplies-Office, Water & Assessor	100.00
Quill Corporation	Assessor	885.05
Range Telecommunications	Miss Dig Service	18.55
State of Michigan	Radio Subscriptions-Police	1,850.00

State of Michigan	MDEQ Laboratory Services	817.00
The Mining Journal	Publications	234.46
UPEA	Water Meter Project	18,601.47
		<b>34,443.69</b>

<b>Vendor</b>	<b>Purpose</b>	<b>Amount</b>
Ace Hardware	Misc Supplies	368.02
Aramark Uniform Services	Carpet & Uniform Service	1,008.64
AWWA	Water Operator Study Guide	98.50
Bergdahl's Inc.	Equipment Repairs-Fire Reimbursement for Airline	228.18
Bonnie Hartzell	Ticket	473.60
City of Marquette	Water Analysis	60.00
Drug Screens Plus	Enrollment Fees & Manuals	400.00
Galls	Uniforms-Police	104.99
Marquette General Health Systems	EMS Supplies	192.92
Menards	Water Supplies	23.91
MMC-Occupational Medicine	Pre-employment Physical- Jakubowski	165.00
Quill Corporation	Office Supplies	215.99
State of Michigan	Annual Groundwater Permit Fee	1,500.00
The Office Planning Group	Copier Maintenance	698.17
U.P. Engineers & Architects	Agreement-Assessor Tourist Park Project	4,514.67
		<b>10,052.59</b>
	<b>Original Bill Listing</b>	<b>34,443.69</b>
	<b>Total Accounts Payable</b>	<b>44,496.28</b>

Voucher Numbers for GO, Police, Clubhouse, Ambulance, Library, Water & Sewer: 59474-59725  
Tax Numbers: 1277-1293

**ACTION ITEMS:**

**Date of Interviews:** Interviews for the mechanic position will be held on January 31, 2012 at the EMS building at 6:30 in fifteen minute intervals.

**Budget Adjustments:** Motion by Filizetti-Hartzell, supported by Nordeen approving budget adjustments as presented. Motion carried.

<b>GENERAL FUND</b>				
<b>Department</b>	<b>Department #</b>	<b>Original/Amended</b>	<b>New</b>	<b>Difference</b>
<b>Revenue</b>		1,871,650	1,997,270	125,620
<b>Expense</b>				
Audit	202	6,500	2,500	(4,000)
Tax Office	254	16,000	18,000	2,000
Elections	262	3,480	7,500	4,020
Buildings & Grounds	265	63,145	70,145	7,000
Cemetery	276	16,045	18,500	2,455
Road Work	446	156,645	136,550	(20,095)
Street Lighting	448	78,100	95,000	16,900
Transfer Station	528	25,090	31,840	6,750
Senior Center	672	129,200	143,100	13,900
Tax Refunds/Bad Debt	899	63,500	64,000	500
Transfers Out	965	530,020	614,790	84,770
			<b>Total</b>	<b>114,200</b>
<b>Beginning Fund Balance:</b>	1,446,192	4/1/11		
<b>Estimated Revenues:</b>	1,997,270			
<b>Estimated Expenses:</b>	(2,046,165)			
<b>Estimated Ending Fund Balance:</b>	1,397,297	3/31/12		

<b>POLICE DEPARTMENT</b>			
	<b>Original/Amended</b>	<b>New</b>	<b>Difference</b>
<b>Revenue</b>	674,005	704,100	30,095
<b>Expenses</b>	689,175	704,065	14,890
<b>Beginning Fund Balance:</b>	129,596	4/1/11	
<b>Estimated Revenues:</b>	704,100		
<b>Estimated Expenses:</b>	(704,065)		
<b>Estimated Ending Fund Balance:</b>	129,631	3/31/12	

<b>AMBULANCE EQUIPMENT</b>			
	<b>Original/Amended</b>	<b>New</b>	<b>Difference</b>
<b>Revenue</b>	71,650	73,850	2,200
<b>Expenses</b>	6,970	6,970	0
<b>Beginning Fund Balance:</b>	79,716	4/1/11	
<b>Estimated Revenues:</b>	73,850		
<b>Estimated Expenses:</b>	(6,970)		
<b>Estimated Ending Fund Balance:</b>	146,596	3/31/12	

<b>CLUBHOUSE/RECREATION</b>			
	<b>Original/Amended</b>	<b>New</b>	<b>Difference</b>
Revenue	326,700	337,700	11,000
Expenses	226,940	237,840	10,900
<b>Beginning Fund Balance:</b>	291,471	4/1/11	
<b>Estimated Revenues:</b>	337,700		
<b>Estimated Expenses:</b>	(237,840)		
<b>Estimated Ending Fund Balance:</b>	391,331	3/31/12	

<b>REVOLVING</b>			
	<b>Original/Amended</b>	<b>New</b>	<b>Difference</b>
Revenue	500	49,500	49,000
Expenses	58,250	250	(58,000)
<b>Beginning Fund Balance:</b>	58,045	4/1/11	
<b>Estimated Revenues:</b>	49,500		
<b>Estimated Expenses:</b>	(250)		
<b>Estimated Ending Fund Balance:</b>	107,295	3/31/12	

<b>LIBRARY</b>			
	<b>Original/Amended</b>	<b>New</b>	<b>Difference</b>
Revenue	163,785	166,420	2,635
Expenses	165,480	164,480	(1,000)
<b>Beginning Fund Balance:</b>	587,535	4/1/11	
<b>Estimated Revenues:</b>	166,420		
<b>Estimated Expenses:</b>	(164,480)		
<b>Estimated Ending Fund Balance:</b>	589,475	3/31/12	

<b>WATER</b>			
	<b>Original/Amended</b>	<b>New</b>	<b>Difference</b>
Revenue	457,000	457,000	0
Expenses	352,860	370,060	17,200
<b>Beginning Fund Balance:</b>	587,535	4/1/11	
<b>Estimated Revenues:</b>	457,000		
<b>Estimated Expenses:</b>	(370,060)		
<b>Estimated Ending Fund Balance:</b>	674,475	3/31/12	

**Bond Counsel Agreement:** Motion by Filizetti-Hartzell, supported by Roberts to approve the pre-application engagement bond counsel letter with Miller, Canfield, Paddock and Stone, P.L.C. for the

proposed Forsyth Township Library financing through Rural Development with Supervisor Minelli's signature. Motion carried. This agreement is not a commitment. If the proposed Library millage does not pass the project will not be go forward.

**Fire Department Equipment – Purchase Requests:** Motion by Nordeen, supported by Armatti approving \$870.00 for the purchase of Three face shields (\$180.00), 1000 feet of used 2 1/2" hose (\$400.00), safety officer helmet (\$290.00). Motion carried. Motion carried by Nordeen, supported by Filizetti-Hartzell approving the purchase of a nozzle at a cost of \$729.99. Motion carried.

**Police Department – Forensic Interview Training:** Motion by Roberts, supported by Nordeen approving up to \$500.00 for two police officers to attend Forensic Interview Training in Big Rapids, Michigan on May 9<sup>th</sup> & 10<sup>th</sup>, 2012. Motion carried.

**Police Department – Copier Purchase:** Chief Rector stated the department needs a new heavy duty fax machine, not a copier, at a cost of around \$1,000. This request will be revisited after the new fiscal year, April 1, 2012.

**Audit Bids:** Moved by Filizetti-Hartzell, supported by Minelli to contact the Michigan State Treasury Department requesting they do the April 1, 2011/March 31, 2012 fiscal year audit. Motion carried.

**Habitat for Humanity:** Trustee Armatti stated Habitat for Humanity contacted him asking if the township would consider donating the contents of the Weidner building to them for use or resale. They are a non-profit organization. They would also clean the building and dispose of any items that are no longer usable. Motion by Filizetti-Hartzell, supported by Armatti to donate the contents of the Weidner building to Habitat for Humanity. Motion carried.

**DISCUSSION:** None

**CORRESPONDENCE:**

Marquette County Land Bank Authority

**PUBLIC COMMENT:** None

Board Member Comment: Supervisor Minelli stated he & Eric Jancsi hired a part-time individual to work at the Clubhouse, Matthew St. Andre. He also stated that the drug policy will be enforced sometime this year. Advised Mr. Roberts to attend the monthly meetings held at Sawyer. Nordeen informed Mr. Roberts that there is an ice rink at Sawyer and a group of volunteers who worked to develop a park; ice bowling on February 11<sup>th</sup> & 12<sup>th</sup>.

**Adjournment:** Supervisor Minelli adjourned the meeting at 7:12 p.m.

Respectfully submitted,

Bonnie Filizetti-Hartzell  
Forsyth Township Clerk

