

**Forsyth Township Board  
Regular Meeting  
Emergency Services Building  
December 20, 2012**

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 Trustees Armatti and Adams.

**Board Members Absent:** None.

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

**Approval of Minutes:** Motion by Roberts, supported by Nordeen, to approve the minutes for the November 15, 2012 Regular Board Meeting, November 29, 2012 Special Board Meeting and December 11, 2012 Special Board Meeting, with the following change: November 15, 2012 Regular Board Meeting under motion for Superior Extrusion, to read four year tax exemption from 2013 to 2016. Motion carried.

**Public Comment:** None.

**Agenda:** Motion by Armatti, supported by Adams, to approve the Agenda as presented with the following change: **addition:** closed session on two cases in litigation. Motion carried.

**Department Reports:** The following reports were accepted and placed on file: Ambulance, Assessing/Zoning, Fire Department, Library, Police Department, Public Works and Treasurers. A report was not received from the Senior Citizens Director/Clubhouse and the Parks Committee.

**Attorney's Report:** Attorney Koch stated the Buchler trial may go through appeal, but would like to discuss in closed session. The MediRide pre-trial was today and the Bench Trial is set for April 19<sup>th</sup>, which would be discussed in closed session. He has heard nothing on the PILT issue or the Salvation Army lease. After the first of the year, Supervisor Minelli will contact the Salvation Army. Clerk Nordeen would like Attorney Koch to contact the owner of the fence on Mineral and Elm Street for status. Becca from the Assessing and Zoning office said there will not be anything done on the fence until the Spring, per contact with the owner, and that it will still need a variance. Nordeen also made mention of the Firefighter's Bylaws, which Attorney Koch will review.

**Approval of Bills & Vouchers:** Motion by Roberts, supported by Nordeen, and unanimously carried to approve bills and vouchers (\$60,577.97), as presented.

**Forsyth Township  
Bills To Be Approved  
20-Dec-12**

<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
Airgas	Supplies-EMS & Public Works	459.09
American Nameplate LLC	Nameplates	48.00

Aramark Uniform Services	Uniform & Carpet Service	891.28
Auto Value	Misc. Parts/Supplies	1,072.64
Beauchamp Plumbing & Heating	Parts for Boulevard	52.64
Birmingham Receipt Book Co.	Receipt Books	440.00
City of Marquette	Water Analysis	240.00
Compudyne	Computer Service-Police	18.75
Cooper Office Equipment	Copier Maintenance Agreement-Senior Center	313.70
Crossroads Truck Repair & Towing	Parts for Garbage Truck	119.11
El-Com Services	Equipment for Police SUV & Equipment Repair	3,368.00
Emergency Medical Products	EMS Supplies	231.37
Fire Suppression Products	Fire Supplies	1,375.00
Galls	Police Equipment	185.86
Holiday 50 Minute Cleaners	Dry Cleaning-Police	32.46
Industrial Marketing	Snow Blower Parts	944.89
J T Motor Sport, Inc.	Shop Tool Repair	149.69
Joe & Son's Service Center	Tires-Police	312.22
Johnson's Printing Service	Letterhead	144.68
Kevin Wm. Koch, PC	Attorney Fees	5,496.08
Marquette Automotive	Plow Parts	118.14
Marquette General EMS	Intercept	225.00
Marquette General Health Systems	EMS Supplies	427.44
Mediride	Intercept	225.00
Menards	Supplies-Shop	127.87
Michigan Taser Distributing	Taser	820.09
Miss System Inc.	Annual Membership	402.28
Motorola Systems	Equipment for Police SUV & EMS	4,831.70
Neil's Trucking	Water Break & Dozer Work at Clubhouse	1,390.00
Pomasl Fire Equipment	Fire Equipment	141.67
Quill	Office Supplies-Office, Assessor, Senior Center	747.46
Range	Miss Dig Services & Radio Repair-Fire	93.50
Standard Electric	Street Light Parts	199.96
State of Michigan	NPDES Annual Permit	400.00
The Mining Journal	Publications	612.13
The Office Planning Group	Copier Maintenance Agreement-Office	211.86
UPEA	Professional Services-Tourist Park Project	494.30
Wisconsin State Laboratory of Hygiene	Water Analysis	245.00
Wolverine Door Service	Shop Parts	19.12

---

**27,627.98**

**Forsyth Township  
Bills To Be Approved  
Additions  
20-Dec-12**

<b>Vendor</b>	<b>Purpose</b>	<b>Amount</b>
41 Lumber	Pine-Clubhouse	140.40
Alan St. Aubin	Cover Pool Tables at Clubhouse	500.00
Anderson Communications	Pagers-EMS	980.00
Beauchamp Plumbing & Heating	Heating Repairs-Assessor's Office	254.99
Champion Glass & Countertops, Inc.	50% Down for Office Door	2,081.00
City of Marquette	Water Analysis	260.00
City Sales & Service	SCBA Hydro Testing	135.00
Compudyne	Computer Repairs-Police & Office	356.25
Crossroads Truck & Repair	Garbage Truck Parts & Credit	66.18
EJ USA, Inc.	Water Parts	558.40
Joe & Sons	Tires & Repairs-Police	345.06
Michigan Municipal Treasurer's Association	Dues-Roberts & Rodgers	100.00
Quill Corporation	Office Supplies-EMS	59.98
	Public Works Lunch During Water Main Break	24.13
Rodney's Pizza		
Rudy Goupille & Sons, Inc.	Machine Rental/Operator-Water	345.00
Signature Ford	2013 Ford Police Interceptor	26,239.00
UPEA	Professional Services-Tourist Park Project	504.60
		<b>32,949.99</b>
	<b>Original Bill Listing</b>	<b>27,627.98</b>
	<b>Total Accounts Payable</b>	<b>60,577.97</b>

Voucher Numbers for GO, Police, Clubhouse, Ambulance, Library, Water & Sewer: 62090-62312

**ACTION ITEMS:**

**Letter regarding Fire Department Charges (10a.):** Discussion ensued. No Motion to wave charges. The invoice will stand as originally presented.

**Policy for releasing tax info for past due invoices (10b.):** Motion by Adams, supported by Nordeen, to establish policy for not releasing tax and property information to Title Companies, Funding Institutions, Real Estate Companies and Appraisers who are 30 days past due, until fees are paid up to date. Motion carried.

**Schedule for 2013 Regular Board Meetings (10c.):** Motion by Adams, supported by Armatti, to approve the Notice of Schedule of Regular Meetings of the Township Board for 2013 as presented. Motion carried.

**Public Works Equipment Operator Hire – Union Posting (10d.):** Motion by Nordeen, supported by Adams, to move Mike Jakubowski up to Equipment Operator. Motion carried.

Motion by Nordeen, supported by Armatti, to post Laborers position internally for 5 days, per Union contract, provided Mike Jakubowski accepts the Equipment Operator position. Motion carried. Discussion ensued regarding 45 day union agreement to wave specific requirements for Laborers position.

Motion by Adams, supported by Armatti, to move Paul Sirois from 18 to 22 point pay grade. Motion carried 3-2.

**Letter to Residents for Water Project (10e.):** Motion by Nordeen, supported by Armatti, to write, and mail out, a letter to inform all residents regarding the Water Project, by January 17<sup>th</sup>, with notification of Public Hearing for January 29<sup>th</sup>, 30<sup>th</sup>, and 31<sup>st</sup>, location to be disclosed. Motion carried.

***Supervisor Minelli called a 2 minute recess, prior to going into closed session.***

**Closed Session:** Litigation of MediRide and Buchler cases. Motion by Adams, supported by Armatti to go into closed session at 7:55 p.m. Roll call vote: Adams - aye, Roberts - aye, Nordeen - aye, Armatti - aye, Minelli - aye. Motion carried.

Motion by Minelli, supported by Nordeen, to return to open session at 8:05 p.m. Motion carried.

**Water Project:** Motion by Nordeen, supported by Adams, to purchase land on the abandon railroad grade, for water project easements, with the following stipulations: 1. Title Search confirming owner. 2. Not to exceed \$18,000. 3. Money to come from Water and Sewer fund, if not can come from General Operating fund. Motion carried 4-1.

**Ambulance – EMT –B Course Candidate (10f.):** Motion by Nordeen, supported by Adams, to accept Candi Kjellin for the upcoming EMT-B course, using the guidelines presented in preference #2. Motion carried.

- a. **Preference # 2** - We are requesting that the Board would sponsor and pay ½ of the tuition for Candi Kjellin to participate in the upcoming EMT-B course, then reimbursing her for ½ of her out of pocket expenses after becoming licensed and the other ½ of her out of pocket expense after serving 1 year of service as a licensed EMT. The cost of the course is \$1,300 and will need to be paid in full to MGH School of EMT no later than January 8<sup>th</sup>, 2013. This would require the Township to pay \$650 and Mrs. Kjellin to pay the \$650. After she becomes licensed the Township would reimburse her \$325.00 and after 1 year of service as a licensed EMT-B the Township would reimburse her the remaining \$325.00.
  - i. Note: At the end of the course there are approximately \$300 of additional fees for the state written exam, state practical exam and licensure fees. The candidate pays these fees and submits a receipt to the Township for reimbursement.
  - ii. FYI: Our past practice has been to have the candidate pay ½ of the tuition up front and be reimbursed after one year of service, however, in recent years the cost of the courses have increased significantly and we no longer feel it is fair to have people self-pay for the course to become a volunteer for our service. If the Board is not willing to pay the entire tuition we will approach Mrs. Kjellin to see

if she would be willing to pay ½ of the cost of the course up front. The course applications are due on Saturday and I have her application but will be waiting on a Board decision before submitting the application to the School of EMT.

**Ambulance – New Hire (10g.):** Motion by Nordeen, supported by Armatti, to approve hiring Peter Gow for an EMT position at rate of \$12.00 per our critical hours with no call rate being paid not to exceed 60 hours per week and non-critical shortage hours at the regular rate of \$1.00 per hour with a per call rate in addition to the day coverage during no-critical hours. Motion carried.

**Fire Department - Retirements (10h.):** Motion by Nordeen, supported by Minelli, to accept with regret, Bruce Nyquist retirement of 12 years, and Greg Ketola retirement of 10 years from the Fire Department with certificates of appreciation. Discussion of exit conferences, with Supervisor Minelli, for all future retirees. Motion carried.

**Fire Department – 2013 Officers (10i.):** Motion by Armatti, supported by Adams, to approve the 2013 Fire Department Officers as presented.

**Fire Department – SCBA Bottles (10j.):** Motion by Nordeen, supported by Adams, to purchase 8 composite SCBA bottles for \$4,500.00 and 2 rear beacons for 2021 for \$200.00, totaling \$4,700.00. Motion carried.

**Fire Department - Beacons (10k.):** See motion for 10j.

**Ambulance Millage Renewal (10l.):** Motion by Nordeen, supported by Adams to approve the Ambulance Millage renewal, for the February 26<sup>th</sup> ballot, by resolution as presented. Roll call vote: Nordeen – aye, Roberts – aye, Adams –aye, Armatti –aye, Minelli – aye. Motion carried.

Forsyth Township  
Millage Resolution and Millage Ballot Language

WHEREAS, the Township of Forsyth wishes to provide an Ambulance and equipment; and

WHEREAS, townships may impose and levy ad valorem property taxes to finance the purchase of ambulance equipment, as authorized by the Michigan Constitution of 1963 and other laws; and

NOW, THEREFORE, BE IT RESOLVED that the Township Board of Forsyth Township, Marquette County approves the following millage ballot question language and directs the Clerk to submit it to be placed on the February 26, 2013 election ballot:

FOR THE CONTINUED OPERATION of Forsyth Township Ambulance services, shall Forsyth Township be authorized to levy up to 0.4965 mills for a period of five years, from 2013 through 2017, both years inclusive, on all taxable property within Forsyth Township? The millage will be a renewal of 0.4965 of a mill (0.4965 cents per \$1,000 of taxable value of real and personal property). The millage will raise approximately \$76,400 in the first year.

Motion made by: Jane Nordeen

Seconded by: Neil Armatti

Upon roll call vote the following voted:

“Aye”: 5

“Nay”: 0

The supervisor declared the resolution adopted.

At the Regular Meeting of the Forsyth Township Board held on Thursday, December 20, 2012 at the Forsyth Township Emergency Service Building.

\_\_\_\_\_, Clerk

#### 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 December 20, 2012, at which meeting a quorum was present; and that this resolution was ordered to take immediate effect.

\_\_\_\_\_, Clerk

**Assessing/Zoning – Assets Test for Poverty Tax Exemption (10m.):** Motion by Adams, supported by Armatti, to approve Asset Test for Poverty Tax Exemption as presented. Motion carried.

**Assessing/Zoning – Board/Commission Appointments (10n.):**

Motion by Nordeen, supported by Armatti, to reappoint Neil Jo Armatti and appoint Wes Jourden, to the Planning Commission. Discussion ensued. Roll call vote: Adams – nay, Roberts – nay, Armatti – aye, Nordeen – aye, Minelli – aye. Motion carried 3-2.

Motion by Roberts, supported by Armatti to accept the staff recommendation. (*Reappoint Ed Thompson and Howard Broemer, and appoint Chic Hakes to the Zoning Board of Appeals.*) Motion carried.

Motion by Adams, supported by Roberts, to re-appointment Ed Thompson and Howard Broemer, appoint Pat Johnson, appoint Chic Hakes as alternate for the Board of Review. Motion carried.

Motion by Adams, supported by Armatti, to reappoint Ed Thompson, Pat Johnson, Chris Adams, and Wes Jourden, and appoint Chic Hakes to the Ordinance Compliance Committee. Motion carried 4-1.

**Police Department – Computer Agreement (10o.):** Tabled.

**DISCUSSION ITEMS:**

**Chief of Police Administrative Hours:** Discussion ensued. Motion by Armatti, supported by Nordeen, for the Chief of Police hours to be from 7:00 a.m. to 3:00 p.m., Monday through Friday, starting as soon as possible. Motion carried.

**Liaison Appointments:** Motion by Nordeen, supported by Armatti, to accept the Board Liaison Appointments as presented. Motion carried.

**OLD BUSINESS:**

**Fire Department Bylaws:** Attorney reviewing.

**CORRESPONDENCE:**

**Keweenaw Bay Indian Community Fire Truck Allocation:** Received \$31,362.50 for the Fire Truck.

**Carl Bryzek Letter:** Chief will work with Carl for Police Report.

**PUBLIC COMMENT:**

Resident requested letter of appreciation to Jim Dellis and Judy Roberts for their 20 years of service on committees. Happy Holidays.

**BOARD MEMBER COMMENT:**

Happy Holidays.

**Adjournment:** Supervisor Minelli adjourned the meeting at 8:45 p.m.

Respectfully submitted,

Stacy Filizetti  
Clerk/Secretary