

**Forsyth Township Board  
Regular Meeting  
Sawyer Air Museum  
April 25, 2013**

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 Trustee Adams.

**Board Members Absent:** Trustee Armatti, excused.

**Also Present:** Attorney Kevin Koch, Superior Extrusion Inc. Vice President Dean Borlace, D/Lt. Timothy Sholander from UPSET, a number of township employees, and interested residents.

**Approval of Minutes:** Motion by Adams, supported by Roberts, to approve the minutes for March 28, 2013 Regular Board Meeting. Motion carried.

**Public Comment:** Library Board President Donna Adams commented on the loss of Library personnel. There was an invitation for the Board Members to attend a meeting at the Air Museum on Friday at 6:30, regarding school issues. A resident questioned when the abandoned buildings at Sawyer will be demolished. A township employee commented that the end of the summer was the time targeted.

**Agenda:** Motion by Nordeen, supported by Roberts, to approve the agenda with the following additions: **10o. Policy on Sick Leave, 11a. Water Ordinance, and 11b. Zoning Violations.** Motion carried.

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

**Attorney's Report:** Attorney Koch stated the MediRide trial was dismissed. He attended the PILT meeting in Sands last week, where there was discussion regarding possibly going back three tax years. A member of the County Council was present. That member will take the information back to the board, where it will be discussed. The zoning violation list was discussed and letters will be written to applicable residents, along with further research on others. Follow up be done at the next Board meeting.

**Approval of Bills & Vouchers:** Motion by Roberts, supported by Nordeen, to approve bills and vouchers totaling \$24,376.01, as presented. Motion carried.

**Forsyth Township  
Bills To Be Approved  
25-April-13**

<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
Airgas	Rentals & Supplies-EMS & Shop	500.21

American Legion Post #349	Flags	660.00
Aramark	Uniforms & Carpet Service	1,156.04
Auto Value	Parts & Supplies	426.86
Broadway	Parts for Fire Truck	1,922.26
City of Marquette	Water Analysis	160.00
Compudyne	Police Agreement	65.00
Crossroads Truck Repair	Parts for Garbage Truck	185.51
Drug Sceens Plus	Employee Testing	48.00
Emergency Medical Products	EMS Supplies	801.36
Fox Marquette	Car Parts-Police & Water	805.24
Fox Negaunee	Car Parts-Police	39.20
Great Lakes Upholstery	Seat for Public Works Pick-up	499.70
Joe & Son's Service Center	Tires & Repairs-Police & Kubota	393.28
Johnson's Printing Service	ID Cards-Police; Envelopes-Office	181.28
JRS	Gloves-Fire	225.00
Kevin Wm. Koch, PC	Attorney Fees	1,238.07
Marquette County Township Association	Dues & Publications	343.35
Marquette General Health Systems	EMS Supplies	12.60
Menards	Supplies-Garage, Water & Sewer	259.32
Michigan Taser Distributing	Taser, Cartridges & Holster-Police	1,288.93
Nip & Tuck Alterations	Uniform Alterations	25.00
Northern Michigan University	Consortium Dues-Police	1,200.00
Pitney Bowes	Service Invoice-Postage Meter	507.50
Pomasl Fire Equipment	Gloves-Fire	339.62
Pomp's Tire Service	Tires-Garbage Truck & Ambulance	681.09
Quill Corporation	Supplies-Sr Center, Office	347.87
Range	Miss Dig Services	18.50
SCI Cleaning & Maintenance	Bio-Hazard Cleaning-Police	90.00
Snyders	Supplies-Police & Water	35.62
Standard Electric	Parts for Street Lights	145.00
State of Michigan	Sewer Training-Sirois	255.00
The Mining Journal	Publications	371.07
UPEA	Professional Services-Tourist Park Project	582.00

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**15,809.48**

**Forsyth Township  
Bills To Be Approved  
Additions  
25-April-13**

<b>Vendor</b>	<b>Purpose</b>	<b>Amount</b>
Ace Hardware	Misc. Supplies	1,636.04

Airgas	EMS Supplies	219.61
Anthony Baez	Safety Training on Rodding Machine	50.00
City Insurance	Liquor Liability Insurance & Bond-Fire	1,503.05
Compudyne	Computer Agreement, Support & Hardware-Police	134.50
Holiday 50 Minute Cleaners	Dry Cleaning-Police	26.74
Mag & Sons Clothing	5 Sets of Dress Blues-Fire Dept; Prepayment Required	2,570.00
Menards	Supplies-Clubhouse & Sewer	983.67
MWEA	Training-Jancsi	60.00
Pomasl Fire Equipment	Sensors-EMS	197.00
Quill	Office Supplies-Fire	114.59
Standard Electric Company	EMS Building Supplies	137.35
Ultimate Safety Concepts	Fire Equipment	451.07
UPEA	Engineering Services-Water Easement	351.00
USABlue Book	Water Supplies	20.92
Wells Fargo Credit Card	Police Equipment & Lodging for Training	110.99
		<b>8,566.53</b>
	<b>Original Bill Listing</b>	<b>15,809.48</b>
	<b>Total Accounts Payable</b>	<b>24,376.01</b>

Voucher Numbers for GO, Police, Clubhouse, Ambulance, Library, Water & Sewer: 63025-63255  
Voucher Numbers for Tax: 1403-1407

### **ACTION ITEMS**

**UPSET Funding (10a.):** D/LT. Timothy Sholander gave a presentation of how the UPSET team works. There are a couple of funding options. The options are monetary and/or a loaned officer. Discussion ensued. It was determined that further research needs to be done before making a final decision. No action taken.

**Little League (10b.):** Little League representative was not present. No action taken.

**Tilden Township Fire Agreement (10c.):** Motion by Minelli, supported by Nordeen, to approve Attorney Koch drafting an agreement for Tilden Township, using the charges as presented. Discussion ensued. Minelli retracted the motion. Motion by Minelli, supported by Roberts, to postpone, pending further information. Motion carried.

**Cemetery Plot Buy Back (10d.):** Motion by Adams, supported by Nordeen, to approve the buyback of the two cemetery lots, referenced in letter presented, for \$50.00 each. Motion carried.

**Public Works – Air Compressor (10e.):** Quotes were received from Auto Value, Tractor Supply, and Napa. Motion by Roberts, supported by Nordeen, to approve purchase of the Air Compressor from Auto Value for \$2,099.00, as specified, for the Public Works department. Motion carried.

**Deductible Policy (10f.):** Motion by Nordeen, supported by Minelli, to adopt the policy for vehicle deductible repayment, replacing **“traveling to and from training”** to **“township business”**. Motion carried

### ***Vehicle Deductible Repayment Policy***

***Let it be the policy of the Forsyth Township Board, that any employee using his/her own vehicle for township business, shall be reimbursed for any insurance deductible pertaining to the employee's policy, maximum of \$500.00, for an accident that occurred while in route, or transpired while performing Township business. Should the employee not carry comprehensive or collision insurance, the Township shall not be responsible for any repairs needed as a result of any accidents.***

***(This policy has been reviewed and approved by Attorney Koch)***

**Clubhouse Rental Policy (Alcohol Use) (10g.):** Motion by Minelli, supported by Adams, to adopt policy regarding no alcohol consumption at the clubhouse as presented. Discussion ensued. It will be added to the rental agreement form. Motion carried.

### ***Clubhouse Rental Alcohol Consumption Policy***

***It is the policy of Forsyth Township that there shall be no consumption of alcoholic beverages in the Township Clubhouse during any rental of the Clubhouse.***

***(This policy has been reviewed and approved by Attorney Koch)***

**BS&A Software Upgrade (10h.):** Motion by Adams, supported by Roberts, to approve BS&A upgrade with the price changes from Marquette County. Motion carried.

**Salvation Army Lease (10i.):** Motion by Roberts, supported by Adams, to approve presenting revised Lease to the Salvation Army for review. Discussion ensued. The subject of purchasing the building was brought up. The Salvation Army is not interested in purchasing the building at this time, but would like to continue to occupy. Motion carried.

**Fire Department (10j. 10k. 10l.):** Motion by Adams, supported by Nordeen, to approve Fire Department purchases of booster hose, suction hose, and adapter totaling \$1,975.00. Motion carried.

**Ambulance – Pediatric Backboards (10m.):** Motion by Minelli, supported by Nordeen, to approve purchase of two pediatric backboards for approximately \$400.00. Motion carried.

**Police Dept – Data Master Training (10n.):** Motion by Nordeen, supported by Minelli, to approve Data Master Training for two Police Officers in Gaylord in May. Discussion ensued. Motion changed to postpone until July meeting, due to lack of information. Motion carried.

**Policy on Sick Leave (10m.):** Motion by Adams, supported by Nordeen, to adopt Loaned Sick Time Policy. Discussion ensued. Motion carried.

### ***Loaned Sick Time Policy***

***It is the policy of the Forsyth Township Board to allow earned sick time to be “loaned” to another employee. Should an employee have a bank of sick time, they may “loan” it to another employee. When the employee that has borrowed the time is eligible for sick time, it must be repaid. Only after***

*that has been done, may the employee who has borrowed sick time, start to accumulate sick time. In the event that the sick time cannot be repaid, the lender shall become responsible for the loaned sick time. The township is not responsible for any portion of the agreement between employees. A written agreement documenting the time loaned shall be signed by both parties and filed with the Township.*

*(This policy has been reviewed and approved by Attorney Koch)*

**DISCUSSION ITEMS:**

**Water Ordinance (11a):** After doing research for the proposed water project, it was found that not all residents are being charged the \$5.00 flat charge for water that is “turned off”. Attorney Koch suggested that, in light of the situation, a policy should be set with an effective date reflecting uniformity. There is a need to clarify “livable” buildings. More research needs to be done, prior to writing a policy.

**Zoning Violations (11b.):** See Attorney Report.

**OLD BUSINESS:** None.

**CORRESPONDENCE:**

**Superior Extrusion Inc. IFT (13a):** They have requested an Industrial Facility Tax Exemption on a building addition they constructing. There is a deadline of 60 days from the time they filed the application, which was March 12. There will be a public hearing soon.

**PUBLIC COMMENT:**

A resident questioned the status of creating another precinct on Sawyer. Clerk Nordeen assured there is progress being made, however, the outcome has not been determined as of yet.

**BOARD MEMBER COMMENT:**

Supervisor Minelli recently became aware of the differences between action items being tabled and postponed, per Roberts Rules, and shared the information.

**Adjournment:** Supervisor Minelli adjourned the meeting at 8:55 p.m.

Respectfully submitted,

Stacy Filizetti  
Clerk/Secretary