

**Forsyth Township Board
Regular Meeting
Emergency Services Building
August 22, 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.

Also Present: Attorney Kevin Koch, UPSET D/Lt. Tim Sholander, UPEA representative Carr Baldwin, Conservation District Forester Matt Watkeys, Library Board President Donna Adams, a number of township employees and concerned citizens.

Approval of Minutes: Motion by Roberts, supported by Nordeen, to approve the minutes for July 25, 2013 Regular Board Meeting as presented. Motion carried.

Public Comment: None.

Agenda: Motion by Roberts, supported by Adams, to approve the agenda with the following addition:
10n. AT&T Easement. 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, and Financial. Reports not filed: Public Works and Parks Committee.

Attorney's Report:

- a. ***Salvation Army Lease:*** Attorney Koch received a letter requesting that Forsyth Township shorten the termination to 30 days, instead of the required 60 day. The Salvation Army will be vacating the premise September 13, 2013. Attorney Koch recommended approving the request.
- b. ***Tilden Fire Agreement:*** Supervisor Minelli and Supervisor Kulju spoke on the phone. They came to an agreement of \$2,000.00 annually, along with applicable charges per fire call. They also agreed that Tilden Township will pay the charges, then bill their resident. Attorney Koch will draft a lease with the appropriate language. It will go to Tilden Township for their approval, then back to Forsyth Township for the final signatures.
- c. ***Rampart Billing:*** Attorney Koch has reviewed the current contract, and the written notice of increased rates. It is his recommendation to accept the increase rate.
- d. ***MediRide Contract:*** It has been publicly announced that MediRide has gone out of business. Therefore, the contract does not need to be negotiated.

Zoning Violations: Attorney Koch has contacted current violators Beaudette, Robinson, Manninen, and Andrews. There has been no response from any parties. It is Attorney Koch's recommendation to proceed with court dates. Clerk Nordeen asked about the status of the fence on Mineral Street. Discussion ensued. Attorney Koch recommended dropping the violation.

Library Land Purchase: Supervisor Minelli received a letter from Donna Adams, Library Board President, requesting that the land needed for the Library relocation, be transferred. Discussion ensued. Because the Library is part of the township, no value is needed on the deed. Attorney Koch will draft the deed.

Approval of Bills & Vouchers: Motion by Roberts, supported by Nordeen, to approve bills and vouchers totaling \$46,712.67, as presented. Motion carried.

**Forsyth Township
Bills To Be Approved
22-August-13**

Vendor	Description	Amount
Airgas	Supplies Public Works & EMS	549.03
Anderson Communications	Ambulance & Fire Equipment & Repair	381.45
Aramark	Carpet and Uniform Service	2,244.27
Auto Value	Parts and Supplies	666.56
BS&A	Assessing Software Renewal	1,200.00
City of Marquette	Water Analysis	60.00
City Sales & Service	Fire Dept. Equipment & Supplies	81.00
Clarey's Safety Equipment	Fire Dept. Equipment & Supplies	199.50
Compudyne	Computer Support & Software	495.00
Crossroads Truck Repair	Ambulance Repair	44.50
Emergency Medical Products Inc.	Ambulance Equipment & Supplies	985.31
Forsyth Township	Taxes for Abandoned RR for Water Esmt.	191.62
Galls	Police Supplies	45.48
Gwinn Area Schools	Delinquent PP Tax Disbursement	174.69
Hedmark Sales & Service	Equipment Supplies & Maintenance	71.65
Kevin Koch	Attorney's Fees	1,182.07
Marquette/Alger Regional ED. S.	Delinquent PP Tax Disbursement	37.74
Marquette County Treasurer	Mining Journal Ad for Taxes	11.91
Marquette County Treasurer	Delinquent PP Tax Disbursement	131.16
Marquette General Hospital	Ambulance Supplies	1,439.99
MGHS School of EMT	2013 EMT Course (4)	6,000.00
Menards	Supplies Water & Clubhouse	263.84
Midway Rentals	Clubhouse Maintenance & Supplies	2,201.25
North Country Septic	Portable Toilet Ball fields	145.00
Office Planning Group	Office Copier	114.21

Outdoor Yard Equipment	Lawnmower Parts	132.60
Pomasl Fire Equipment	Fire Dept. Equipment & Supplies	1,838.84
Pomps Tire	Tires for Dodge Charger	490.36
Quill	Office Supplies Various Depts.	352.38
Range Telecommunications	Miss Dig Services	18.50
Snyder Drug Store	Supplies Various Depts.	35.96
Superior Lock	Annual Monitoring for Water/Sewer	359.88
The Mining Journal	Publishing	586.35
UPEA	Engineer Tourist Park Project & Cemetery	12,515.13
WS Darley	Fire Dept. Equipment & Supplies	232.95
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		35,480.18

**Forsyth Township
Bills To Be Approved
Additions
22-August-13**

Vendor	Purpose	Amount
Ace Hardware	Supplies Various Departments	3,892.28
Bear Auto Repair	Tow and Repair Patrol Vehicle	95.00
Bright Star Cleaning	Clubhouse Floor Cleaning	791.57
Dell Marketing LP	Police Computer Touch Pad	52.49
GBS	Election Supplies	49.98
Hedmark Sales & Service	Parks Supplies and Equipment	566.95
Jerry's Small Engine	Mower Repairs and Parts	165.63
Leutz's Sign Co	Fire Hall Sign	435.00
Midway Rentals	Clubhouse Repairs	441.61
Miller-Bradford	Public Works Compressor Parts	530.25
Norm's Service	Police Patrol Vehicle Repair	45.95
OK Rental & Sales	Clubhouse Repairs	134.00
Quill Corporation	Office Supplies-VariouS Departments	36.90
Sim Supply	EMS Building Supplies	96.17
The Bank of NY Mellon	Fire Truck Finance Interest	3,506.25
Wolverine Door Service	Police Dept. Garage Door Repair	392.46
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		11,232.49
		Original Bill Listing 35,480.18
		Total Accounts Payable 46,712.67

Voucher Numbers for GO, Police, Clubhouse, Ambulance, Library, Water & Sewer: 63892-64099
Voucher Numbers for Taxes: 1408-1413

ACTION ITEMS

UPSET (10a.): UPSET Commander D/Lt. Tim Sholander gave a presentation of the UPSET organization, how it is funded, and how it functions in the community. Discussion ensued. Police Chief Rector supported the funding of UPSET, and commented on how important it is in our township. Motion by Minelli, supported by Nordeen, to fund UPSET with \$10,000, to come out of the Board Contingency Fund. Motion carried. Discussion continued. D/Lt. Tim Sholander would be happy to come back in 6 months to update the Board. Trustee Adams suggested that the township could possibly consider cohabitation in a building that will soon be vacant.

Landfill Late Fee (10b.): Discussion ensued regarding a specific request to waive landfill late fees. No motion was made.

Clubhouse Electrical Update Bids (10c.): Supervisor Minelli informed the Board that there was a Bid Opening for the electrical updates needed for the Clubhouse. There was only one bid received. Per Superintendent of Public Works, Eric Jancsi, the bid was reviewed by the engineering company, and found to be sound. Motion by Nordeen, supported by Adams, to accept the Clubhouse electrical update bid from All Systems Electric for \$11,780.00. Discussion ensued. Motion was rescinded and corrected to: Motion by Nordeen, supported by Adams, to accept the Clubhouse electrical update bid from All Systems Electric for \$11,780.00 and to retain a check for 20%, in lieu of the Bond, accepting the \$589.00 check on deposit. Motion carried.

Police – Sergeant Promotion (10d.): Motion by Minelli, supported by Adams, to approve the Police Department to initiate the promotion process for the vacant position of Sergeant. Discussion ensued. Board member liaisons Minelli and Roberts, along with other Board Members, may sit in on the interviews, but also have the option of not attending if necessary. Motion carried.

Ambulance – Training Classes (10e.): Motion by Nordeen, supported by Roberts, to approve 3 or 4 advanced training courses at \$1,500.00 each. Discussion ensued. At this time, there are eight specialists on the Ambulance staff. Motion carried.

Ambulance - Uniforms (10f.): Motion by Adams, supported by Nordeen, to approve the purchase of Ambulance uniforms as presented, totaling \$3,804.70. Motion carried.

Ambulance – New Hires (10g.): Motion by Nordeen, supported by Adams, to welcome two new hires, providing they pass the interview process. Motion carried.

Police – Ammunition Purchase (10h.): Motion by Nordeen, supported by Adams, to approve the purchase of ammunition for the Police Department for \$843.66. Motion carried.

Police – Gun Cleaning Supplies (10i.): Motion by Adams, supported by Minelli, to approve the purchase of gun cleaning supplies for the Police Department totaling \$50.00. Motion carried.

Fire – Fire Truck Repair (10j): Motion by Adams, supported by Nordeen, to approve authorizing work on Fire Truck 2023, up to \$7,000.00. Discussion ensued. The truck cannot be used in its current state. The funding of this repair is to come out of the Fire Department budget. Motion carried.

Assessing/Zoning – Rezoning of Two Properties (10k): Motion by Nordeen, supported by Minelli, to approve the rezoning of 687 E. M-35 Little Lake, parcel #52-05-360-001-10, from R-3 to C-2. Discussion ensued. Motion carried.

Motion by Nordeen, supported by Roberts, to approve rezoning of Corner of 5th and M-94 Gwinn, parcel #52-05-266-036-00, from C-2 to I-2. Discussion ensued. Dave Harrington, owner of UP Propane answered questions. If property is rezoned, he will close on the property tomorrow. Telkite wrote a letter of support. Motion carried 3-1.

Assessing/Zoning – Computer Backup Options (10l): Motion by Nordeen, supported by Roberts, to approve quote from Compudyne for data backup for 1 year, not to exceed \$600.00. Motion carried 3-1.

Assessing/Zoning – Demolish Structure (10m): Motion by Adams, supported by Nordeen, to approve the demolition process of 177 E. Sands Street, Gwinn. After all requirements are met, Public Works will proceed with the demolition. Any associated costs will be billed to the property owner. Motion carried.

AT&T Easement (10n): Motion by Adams, supported by Roberts, to approve easement for AT&T as presented. Discussion ensued. Assessor DeGroot suggested that surveying maps be included. Because the property had an easement with the previous owner, Supervisor Minelli thought the maps would be excessive. Motion carried.

Clock Tower Purchases: Motion by Adams, supported by Nordeen, to approve Clock Tower purchases, not to exceed the value of the Clock Tower Agency Account of \$51,322.80. Motion carried.

Library Land Transfer: Motion by Roberts, supported by Nordeen, to transfer the property from the Township to the Library by Tuesday, under the condition should the Library not go forward with the relocation, the property will revert back to the Township. Motion carried.

DISCUSSION ITEMS:

Cemetery Ordinance (11a): It was the consensus of the Board to start drafting a Cemetery Ordinance. Treasurer Roberts will start the processes, which will encompass the policy for Cemetery Care and Perpetual Care fees.

Office – New Hire (11b): Interview's will begin after the holiday.

Review of Forest Land by Forester Matt Watkeys (11c): Assessor DeGroot contacted Forester Matt Watkeys to reassess the growth of timber at two locations currently owned by the township. Mr. Watkeys stated that the stand of timber at the Firing Range/Ski Hill, does not currently need management. He recommended reviewing in 10 years. The stand of timber located at the Water Tower by the Emergency Services Building, is mature and ready to be managed. Supervisor Minelli asked Assessor DeGroot to pursue harvesting with Potlatch.

Time Clocks (11d): After much discussion, it was the consensus of the Board to research time clock policies and laws before pursuing the purchasing of time clocks.

Generator at Ball Field Wells (11e): Superintendent of Public Works Eric Jancsi and UPEA Representative Carr Baldwin informed the Board of the condition of the ball field wells generator. To replace the generator would cost approximately \$100,000.00. After much discussion, it was the consensus of the Board, Mr. Jancsi, and Mr. Baldwin, that it would be appropriate to re-evaluate after the Water Project was completed.

OLD BUSINESS:

Lagoon Update (12a.): UPEA Representative Carr Baldwin gave a brief synopsis of the recent testing of the Lagoon. This testing resulted in the average depth of the sludge on the bottom of the Lagoon to be one foot. The design of the Lagoon provides sludge depth of 2 ½ feet before the treatment process is affected. The Lagoon is currently at less than half of its capacity. Nothing needs to be done at this time.

Mr. Baldwin also gave a brief update on the status of the Water Project. The data that needs to be input into the computer system for bidding purposes is approximately 60% completed. He recommended that the meters be bid separately. He is also working on the remaining easements needed for the project.

CORRESPONDENCE:

Cemetery Entrance (12a.): A letter was received from a resident requesting the entrance to the cemetery be cleaned up. Supervisor Minelli stated he and Mr. Jancsi would meet for possible updates.

Meet The Modeltowners is this Friday. There will be fireworks. The police department has been updated on the festivities.

PUBLIC COMMENT:

Supervisor Minelli commented on the hours of Acting Chief Johnson. He stated the importance of a chief being available during daytime hours. Acting Chief Johnson is getting some necessary over-time. Happy Birthday wishes were extended to Supervisor Minelli.

BOARD MEMBER COMMENT:

Trustee Adams commented on the funding for UPSET, and what a great organization it is. Treasurer Roberts thanked Mrs. Filizetti for her comments regarding the time clocks. Thanked the fire department for their participation at the tournament, in which they received 3rd place over all. She also questioned Attorney Koch on the Police Policy. Clerk Nordeen stated she had been contacted regarding smoking sections at the park. She does not condone smoking at the playground around the children. She would like to see it posted. She also has been to School Board meetings regarding the closing of Gilbert. The School Board is looking at other options, and will keep the Township Board posted on their plans. MediRide has closed their doors. There may be options upcoming for the replacement. Supervisor Minelli commented on the progress of the Tourist Park. He thanked the emergency personnel for their response on the recent bomb scare. He would like a letter written, signed by the entire Board.

Adjournment: Supervisor Minelli adjourned the meeting at 9:07 p.m.

Respectfully submitted,
Stacy Filizetti
Clerk/Secretary