

**Forsyth Township Board
Regular Meeting
K.I. Sawyer Heritage Air Museum
September 26, 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, UPEA representatives Carr Baldwin and Ken Dillinger, Library Board President Donna Adams, Greg Ward, Carl Bryzek, a number of township employees and concerned citizens.

Approval of Minutes: Motion by Adams, supported by Roberts, to approve the minutes for August 22, 2013 Regular Board Meeting as presented. Motion carried.

Public Comment: Mr. Greg Ward introduced himself and gave a brief presentation to the Board on a Logo he has come up with for the township. He passed out a 3 page packet to each of the Board Members. Another citizen thanked the Board for the rearrangement of the voting precincts, which now encompasses all addresses in Forsyth Township located on the former KI Sawyer AFB to be included in its own precinct. Mr. Carl Bryzek, again, address the Board on Taxable Value complaints. Supervisor Minelli stated he has referred the issue to Attorney Koch.

Agenda: Motion by Nordeen, supported by Roberts, to approve the agenda with the following addition:
10k. Zoning Violations to Legal Action. 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 Financial. Reports not filed: Parks Committee.

Attorney's Report:

- a. ***Public Act 217 PILT letter:*** Attorney Koch wrote a letter to the Marquette County Forestry Commission regarding the PILT proposal. He will try to go to the meeting when a date is decided.
- b. ***Act 425:*** He will file an affidavit with the register of deeds office.
- c. ***Zoning Violations:*** His recommendation is to possibly attempt to contact one more time, then file action in circuit court.

Approval of Bills & Vouchers: Motion by Nordeen, supported by Roberts, to approve bills and vouchers totaling \$56,964.04, as presented. Motion carried.

**Forsyth Township
Bills To Be Approved
26-September-13**

Vendor	Description	Amount
Airgas	Supplies - Ambulance & PW	309.69
Apex Software	Assessing Software	430.00
Aramark	Uniform & Rug Services	949.66
Auto Value	Parts and Supplies	1,778.68
Beauchamps Plumbing & Heating	Supplies Public Works	4,966.78
City of Marquette	Bacteriological Analysis	60.00
Compudyne	Computer Support	346.25
Cooper Office	Clubhouse Copier Support	407.12
El-Com	Light Bar Patrol Vehicle	480.00
Emergency Medical Products Inc.	Ambulance Supplies	434.14
Fraco	Clubhouse Repairs	40.86
Harris	PACE Certification	60.00
Holiday Cleaners	Police Uniform Dry-cleaning	96.76
Jacklin Steel Supply Co.	Clock Tower	624.36
John E. Reid & Associates Inc.	Police Officer Training	840.00
Kevin Koch	Attorney's Fees	1,334.07
Marquette County Road Commission	Dust Control	3,216.25
Menards	Building & Grounds Supplies	897.53
Mid-American Research Chemical	Sewer Supplies	304.00
Miller-Bradford & Risberg Inc.	Air Compressor	1,358.82
North Country Septic	Playground Portable Restroom	95.00
Northern Specialty Co.	Police Dept. Pens	195.00
Peninsula Glass Co.	Fire Truck Glass	165.00
Pomasl Fire Equipment	Fire Dept. Equipment & Supplies	894.30
Pomps	Tires and Repair	15.00
Quill	Office Supplies Various Depts.	1,851.41
R&R Fire Truck Repair Inc.	Fire Truck Parts and Repairs	13,954.38
Range Telecommunications	Miss Dig Services	18.50
Snyder Drug Store	Police Office Supplies	32.98
Standard Electric Company	Nordeen Park Light	174.00
Sun Badge Company	Police Badge Supplies	133.50
The Mining Journal	Publication	52.50
The Office Planning Group	Copier Maintenance	449.67
UPEA	Engineering-Lagoon & Water	6,289.80
Upper Great Lakes Family Health Center	TB Test	20.00
Wolverine Door Service	Police Dept. Door	412.36
		43,688.37

**Forsyth Township
Bills To Be Approved
Additions
26-September-13**

Vendor	Purpose	Amount
Airgas	Ambulance Supplies	2.74
Broadway	Fire Dept. Engine	1,787.91
Great Lakes Testing	Fire Dept. Ground Ladder	294.00
Industrial Marketing & Consulting	Clubhouse Repair Supplies	12.37
Jerry's Small Engine Supply	Mower Parts	71.07
Joe & Son's Service	Tire Repair	35.00
Lake Superior Hospice	Senior Citizen Training	150.00
Menards	Supplies Various Dept.	1,289.66
Menards	Clock Tower	6,223.63
Midway Rentals	Clock Tower Tools	311.89
Miller Bradford & Risberg	Air Compressor Parts	530.25
Pomps	PW Truck Tires & PD Tire Repair	270.22
Post Master	Newsletter and Stamps	119.46
Quill	Supplies Various Dept. & Insurance Claim	752.88
Range Telecommunications	Equipment Repair Ambulance	261.60
Snap On	Shop Tools	44.50
Superior Lock & Security	Diagnose Lightning Strike Cameras Clubhouse	65.00
Tim Rector	PD Fuel	20.00
UPEA	Clock Tower Revisions	500.00
WS Darley	Fire Dept. Supplies	108.00
Wolverine Door Service	PD Garage Door Hardware	425.49
		13,275.67
	Original Bill Listing	43,688.37
	Total Accounts Payable	56,964.04

Voucher Numbers for GO, Police, Clubhouse, Ambulance, Library, Water & Sewer: 64100-64367
Voucher Numbers for Tax 1408-1416

ACTION ITEMS

Police Dept. – Chief Training (10a.): Motion by Adams, supported by Nordeen, to approve Chief Rector attending the 2013 Police Executive & New Chiefs School training for \$995.00 plus lodging, meals, and travel expenses. Motion carried.

Fire Dept. – Remove Firefighter (10b.): Motion by Nordeen, supported by Adams, to approve removal of Mike Kirkwood from the Fire Department. Motion carried.

Ambulance - Training (10c.) and Ambulance – Purchase Radio (10d.): Motion by Adams, supported by Roberts, to approve EMT School for one student and approve purchase of 1 Vertex Standard radio, for a total of \$1,850.00. Motion carried.

Office – Upgrade Postage Machine (10e.): Motion by Nordeen, supported by Adams, to approve the upgrade of the office postage machine with Pitney Bowes for \$133.00 per month. Motion carried.

EVIP Citizen Guide (10f.): Motion by Adams, supported by Minelli, to approve the EVIP report as presented. Discussion ensued. The Board thanked Bookkeeper/Deputy Treasurer Lynn Rodgers for a great job. Motion carried.

2013 Millage Request (10g.): Motion by Adams, supported by Roberts, to approve the L429 Document, 2013 Mileage Request, as presented. Assessor DeGroot gave a brief explanation. Motion carried.

Assessing/Zoning – Site Plan Review Refund (10h.): Motion by Minelli, supported by Adams, to approve refunding the Planning Commission fee of \$250.00 to the Forsyth Township Library. Motion carried.

Assessing/Zoning – Zoning Ordinance Update (10i.): Motion by Minelli, supported by Nordeen, to discuss the Zoning Ordinance Update contract. Discussion ensued. Clerk Nordeen stated that the requirements of the contract were not met. She had asked for an accounting of his time and expenses, but he could not produce one. The ordinances he did produce, did not pertain to the needs of our township. She suggested that, not only should the Board not renew the contract, but should also ask for a full refund. Motion by Adams, supported by Nordeen, to approve Attorney Koch contacting CUPPAD regarding nonfulfillment of the contract. Motion carried.

Playground Mulch (10j.): Motion by Adams, supported by Nordeen, to approve the purchase of Playground Mulch for \$2,200.00 from Don Machalk. Discussion ensued. There is concrete showing on the playground, therefore this is a safety issue. Clerk Nordeen wanted it clarified that there had been studies done regarding the use of this Mulch and its effects on children. She was reassured the studies state it is safe for children. Motion carried.

Zoning Violations to Legal Action (10k.): Motion by Adams, supported by Minelli, to approve pursuing legal action for Zoning Violations for 2009 Beaudette, 2010 Robinson, and 2013 Manninen, and to remove Hytinen from Violations List. Motion carried 3-1.

Employee Review (10n.): Officer Joel Johnson requested that this action item be held in closed session. Motion by Adams, supported by Nordeen, to move this action item to the end of the meeting. Motion carried.

DISCUSSION ITEMS:

Salvation Army Building (11a): Supervisor Minelli thanked The Salvation Army for the years they were able to occupy the building and for their service to our community. He instructed Attorney Koch to draft a release of contract for the remaining 30 days they were supposed to give notice prior to vacating. The inspection has been completed and Supervisor Minelli has the keys. The utilities will be transferred back into Forsyth Township. He is still waiting for an estimate from Officer LaFave for surveillance cameras. An ad will be placed in the Mining Journal for occupancy of the building, with the intent for public use.

Supervisor Minelli will contact neighboring townships for their possible participation should the Forsyth Township decide to occupy the building.

MDEQ SAW Grant (11b): Supervisor Minelli, Superintendent of Public Works Jancsi, and UPEA Representative Ken Dillinger, discussed the requirements for a MDEQ SAW (Stormwater, Asset Management, and Wastewater) Grant. Per his research, it appears that Forsyth Township is eligible for 100% of the SAW Grant, as it meets the criteria for “Disadvantaged” communities.

Motion by Adams, supported by Roberts to approve \$15,000.00 application fee for SAW Grant through UPEA. Discussion ensued. Mr. Dillinger explained that many aspects are covered, such as: GIS, training, equipment, Ordinance updates, cleaning, video, waste water inspection, just to name a few. Deputy Treasurer Rodgers clarified that the funding for the application would be coming out of the General Operating account as this would be for a Storm Water project not Sewer. Motion carried.

Mr. Dillinger also gave an update on the Clubhouse Electrical Update Project. He stated when they inspected the ground, the copper was cut out, and therefore, a new ground is needed. In some areas, there is no ground wire in outlets. They must put GFI's in places, along with replacing the electric on the East Side Entrance. These items were invisible when initial quote was done. An additional \$2,307.00, is needed to correct these problems.

Motion by Adams, supported by Nordeen, to approve adding \$2,307.00 to the original quote for the updates. Motion carried.

The Tourist Park project is ongoing. The paving is nearly done. Superintendent of Public Works Jancsi and Supervisor Minelli will be purchasing picnic tables for the park.

OLD BUSINESS:

Rental Agreement for Township Property (12a.): Discussion ensued. Research will be done by Board Members, and a decision will be made next board meeting, regarding insurance requirements and hold harmless wording.

CORRESPONDENCE:

UPSET Thank You Letter (13a.): A letter was received from UPSET thanking the Board for the contribution.

Lake Association Letter (13b.): A letter was received from Bass-Pike-Crooked Lake Association concerning the condition of the roads in their area. Supervisor Minelli will contact the Marquette County Road Commission.

PUBLIC COMMENT:

Mr. Ward stated he donated equipment and set up for the internet at the community center and is extending his services to the reacquired building at Sawyer. Another citizen wanted to know what would happen to the 70 kids that eat free in the summer. Supervisor Minelli hoped the new tenants would continue that service, or the YMCA would find another place to make sure that happened again. Mr. Thompson commented on whether a business at Sawyer had produced a site plan to the Assessing/Zoning office. Assessor DeGroot will look into whether a site plan is applicable. Mr. Carl

Bryzek again address the Board on Taxable Value complaints. Attorney Koch informed Mr. Bryzek, that the matter in question is for the Board of Review, then perhaps the Tax Tribunal, but not the Township Board, as he had explained in the past. A citizen commented the Salvation Army building should reopen.

Supervisor Minelli called a 5 minute recess at 7:45

Supervisor Minelli called the meeting back to order at 7:52

Officer Joel Johnson requested that this action item be held in closed session.

At 7:52 p.m., motion by Adams, supported by Nordeen, to go into closed session, per employee request, for an employee review. Roll call vote: Nordeen – aye, Minelli – aye, Roberts – aye, Adams – aye, Armatti – absent. Motion carried.

At 8:46 p.m., motion by Adams, supported by Nordeen, to come out of closed session. Roll call vote: Nordeen – aye, Minelli – aye, Roberts – aye, Adams – aye, Armatti – absent. Motion carried.

BOARD MEMBER COMMENT: None.

Adjournment: Supervisor Minelli adjourned the meeting at 8:47 p.m.

Respectfully submitted,

Stacy Filizetti
Clerk/Secretary