

**Forsyth Township Board
Regular Meeting
Emergency Services Building
January 23, 2014**

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, Trustee Bodenus and Trustee Adams

Board Members Absent: None

Also Present: Attorney Kevin Koch, UPEA representatives Brian Savolinen, a number of township employees and concerned citizens.

Approval of Minutes: Motion by Adams, supported by Roberts, to approve the minutes for December 19, 2013 Regular Board Meeting as presented. Motion carried.

Public Comment: Mr. Savolinen from UPEA briefed the Board of the projects they are currently working on for the Township. The Water Project is projected to start in the late spring or early summer. The SAW grant application has been received by the state and is officially in the pool lottery. The Park Grant has been extended and there is a surplus of \$15,000. They will review and present a revised schedule for items to deplete the surplus. Mr. Jancsi, Superintendent of Public Works, commented on the extra work load these projects are putting on the Public Works Department. Supervisor Minelli thanked Leonard Bodenus Jr. again for taking the Trustee position.

Agenda: Motion by Nordeen, supported by Roberts, to approve the agenda with the following addition:
10s. Clubhouse Drywall. Motion carried.

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

Attorney's Report: Attorney Koch reported that the Tax Tribunal issues would be completed for the year if the Board approved the Telkite settlements. Attorney Koch recommended approval. The UP Hydro case has been dismissed.

Assessor DeGroot briefed the Board on the taxable values of the buildings and the estimated loss of taxes from the Telkite settlements. He stated that there have been many meetings with Telkite. The buildings in question have no use and are not valuable.

Motion by Adams, supported by Nordeen, to approve all 5 Telkite settlements, as suggested by Attorney Koch. Motion carried.

There are four Zoning Violations. Two are in court. Manninen is in default. There is a third complaint on Vultaggio, in which he is not responding. The fourth is pending and may be avoided by a variance.

There is a Federal Court request for trial from a gentleman who received a ticket for miscellaneous debris. The Federal Court Secretary has explained that there is nothing to do until we are instructed to by the Federal Court to do something. Typically these type of cases are not accepted by the Federal Court, however, there is no limitations for requests.

There has been a settlement reached in the PILT issue.

Attorney Koch will not be attending the next meeting.

Approval of Bills & Vouchers: Motion by Nordeen, supported by Roberts, to approve bills and vouchers totaling ~~\$59,509.74~~ \$56,526.85, as presented. Motion carried.

**Forsyth Township
Bills For Approval
1/23/14**

Vendor	Description	Amount
Ace Hardware	Supplies Various Dept	139.93
Airgas	Supplies PW & EMS	254.78
American Planning Association	Commissioner Newsletter Assessing	60.00
Aramark	Uniform & Carpet Service	1,333.63
Auto Value	Parts and Supplies Various Depts	1,674.75
Beauchamp Plumbing & Heating	Salvation Army Repairs	23.29
Business Micro Resource Corp	Fire Tools Software Renewal	400.00
City of Marquette	Water Testing	580.00
Compudyne	Set up Email	100.00
Crossroads Truck Repair	PW Truck Repair	121.66
Drug Screens Plus	Annual Fees	159.00
Emergency Medical Product	Ambulance Supplies	2,021.59
Forsyth Township	Property Taxes Abandoned RR	574.43
Fox Marquette	Police Vehicle Parts	126.98
Frobergs Clothing	Uniform Boots	100.00
Great Lakes Upholstery	PW Truck Repair	499.70
Harris	Computer Software Support	2,555.46
Holiday Cleaners	Uniform Cleaning PD	68.10
J.F. Ahern Co.	Extinguisher Maintenance	52.15
Joe & Sons	Senior Snow Removal	80.00
Johnson's Printing	Police Supplies	285.72
Kevin Koch	Attorney's Fees	1,233.19
Marquette Automotive	Plow Shoe	38.00
Marquette General Hospital	Ambulance Supplies	715.68
Marquette Machining & Fabricating	Labor to bore coupling	33.00
Menards	Various Supplies	1,590.64

Mikes Auto Center	Tire Repair	61.58
MI Assoc of Clerks	Clerk Dues	66.00
MWEA	Dues	62.00
Northeast WI Tech College	Police Training	175.00
NYE Uniforms	Police Uniforms	383.85
Pomps Tire	Fire Truck Tires	2,624.68
Postmaster	Presort Renewal Fee/Box Renewal	264.00
Proforma	Police Supplies	231.87
Quill	Office Supplies Various Depts	447.74
Range Telecommunications	Miss Dig	18.50
S&T Electrical	Well Pump Heater Repairs & Labor	973.89
Safelite Fulfillment	Glass Repair	75.29
Snyder Drug	Supplies Various Dept	115.44
Swick	Salvation Army Claim	1,622.00
The Office Planning Group	Office Copier B&W Copies	38.21
The Mining Journal	Publishing	388.49
UPEA	Water/SAW Projects	11,815.00

34,185.22

**Forsyth Township
Bills Additional For Approval
1/23/14**

Vendor	Purpose	Amount
Ace Hardware	Supplies Various Depts	392.77
Airgas	EMS Supplies	124.51
Anderson Communications	Belt Clip Fire Dept	10.25
Aramark	Uniform and Carpet Service	1,333.69
Bear Auto Repair	Ambulance Tow	125.00
Business Micro Resource	Fire Software & Support	400.00
City of Marquette	Bacteriological Analysis	580.00
Compudyne	Computer Support	145.00
Computer Science Corp	2012 Board of Review Adjustment	5.63
Crossroads Truck Repair	Vehicle Parts	121.66
Great Lakes Upholstery	Vehicle Repair	499.70
Holiday Cleaners	Police Drycleaning	39.80
Joe & Sons Plowing	Senior Snow Plowing	80.00
Marquette Machining & Fabricating	Supplies & Labor	286.00
Menards	Supplies Clubhouse Repair	384.74
NASP Equipment	Archery Equipment	222.00
Nye Uniform	Police Uniform	241.56

Postmaster	Newsletter Postage	73.22
Proforma	Police Equipment	231.87
Quill	Office Supplies Various Dept	177.97
Richard Johnson	Police Office Supplies	54.04
S&T Electrical	Materials & Labor Well Bldg Heater	973.89
Sirchie	Police Equipment	107.89
Snyder Drug Store	Supplies Police	115.44
Swick	Salvation Army Claim	1,986.00
Talsma Controls Company	Well House Repair	389.84
The Office Planning Group	Copier Operation	38.21
UPEA	Water Project/Clubhouse	16,148.84
Wirk's Rite	Welding Repair on Fire Truck	35.00
		22,341.63 25,324.52
	Original Bill Listing	34,185.22
	Total Accounts Payable	56,526.85 59,509.74

Voucher Numbers for GO, Police, Clubhouse, Ambulance, Library, Water & Sewer: 64974-65176
Voucher Numbers for Tax 1431-1480

ACTION ITEMS:

Office Staff Rescheduling (10a.): Motion by Adams, supported by Nordeen, to approve the Part Time office person to work 40 hours the week of January 27th. Motion carried.

Rental Agreement (10b.): Motion by Adams, supported by Nordeen, to approve the Rental Agreement as presented. Discussion ensued. Motion carried 4-1.

Ambulance – ORV Purchase (10c.): Motion by Nordeen, supported by Adams, to approve the purchase of a 2013 Artic Cat Prowler for up to \$18,750.00, with some accessories, for the Ambulance. Discussion ensued. Motion carried.

Township Signs (10d.): Motion by Nordeen, supported by Minelli, to approve purchase of Township signs from Luetz Signs. Discussion ensued. Motion and support rescinded. Motion by Nordeen, supported by Minelli, to table the item until suggestions are made by the Board Members, then submitted to Luetz Sign, to be presented at a future meeting. Motion carried.

Set Special Meeting Date (10e.): Motion by Adams, supported by Nordeen, to approve setting a Special Board Meeting on Saturday February 8, 2014 at 10:00 a.m. in the Emergency Services Building for Department Head Reviews. Motion carried.

Fire Dept - Resignation (10f.): Motion by Nordeen, supported by Roberts, to approve the resignation, with regret, of Jared Haughey from the Fire Department. Motion carried.

Fire Dept – Repair Fire Truck (10g.): Motion by Adams, supported by Nordeen, to approve the quote of \$1,300.00 to fix the heat problem on Fire Truck 2022. Motion carried.

Fire Dept – Purchase Air Packs (10h.): Motion by Nordeen, supported by Adams, to approve the purchase of reconditioned Compliant Air Packs for \$3,800.00, totaling \$19,000.00. This money is to come out of the Contingency Fund. Motion carried.

Rampart ALS Contract Amended (10i.): Motion by Adams, supported by Bodenus, to approve the new Rampart ALS Contract as presented. Discussion ensued. The contract was reviewed by the EMS Director and the Attorney. Motion carried.

Budget Adjustments (10j.): Motion by Roberts, supported by Nordeen, to approve the Budget Adjustments as presented. Motion carried.

**FORSYTH TOWNSHIP
BUDGET ADJUSTMENTS
23-Jan-14**

GENERAL FUND				
Department	Department #	Original/Amended	New	Difference
Revenue		2,358,710	2,375,710	17,000
Expense				
Legislative	101	12,265	14,665	2,400
Audit	202	3,500	3,565	65
Elections	262	4,805	1,800	(3,005)
Professional/Special Functions	299	28,000	28,800	800
Fire Department	336	98,460	99,460	1,000
Senior Center	672	146,750	152,950	6,200
Transfers Out	965	745,000	749,000	4,000
			Total	11,460
Beginning Fund Balance:	1,472,918	4/1/13		
Estimated Revenues:	2,375,710			
Estimated Expenses:	(2,433,890)			
Estimated Ending Fund Balance:	1,414,738	3/31/14		

Ambulance Equipment			
	Original/Amended	New	Difference
Revenue	71,650	71,650	0
Expenses	16,970	35,970	19,000
Beginning Fund Balance:	209,322	4/1/13	
Estimated Revenues:	71,650		
Estimated Expenses:	(35,970)		
Estimated Ending Fund Balance:	245,002	3/31/14	

Clubhouse/Recreation			
	Original/Amended	New	Difference
Revenue	323,650	371,750	48,100
Expenses	380,770	364,480	(16,290)
Beginning Fund Balance:	378,441	4/1/13	
Estimated Revenues:	371,750		
Estimated Expenses:	(364,480)		
Estimated Ending Fund Balance:	385,711	3/31/14	

Revolving Fund			
	Original/Amended	New	Difference
Revenue	161,000	165,000	4,000
Expenses	60,250	60,250	0
Beginning Fund Balance:	84,256	4/1/13	
Estimated Revenues:	165,000		
Estimated Expenses:	(60,250)		
Estimated Ending Fund Balance:	189,006	3/31/14	

Library			
	Original/Amended	New	Difference
Revenue	174,855	166,485	(8,370)
Expenses	172,470	173,120	650
Beginning Fund Balance:	631,747	4/1/13	
Estimated Revenues:	166,485		
Estimated Expenses:	(173,120)		
Estimated Ending Fund Balance:	625,112	3/31/14	

Sewer			
	Original/Amended	New	Difference
Revenue	300,050	300,050	0
Expenses	290,650	302,675	12,025
Beginning Net Position:	1,295,477	4/1/13	
Estimated Revenues:	300,050		
Estimated Expenses:	(302,675)		

Estimated Ending Net Position:	1,292,852	3/31/14
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Water	Original/Amended	New	Difference
Revenue	454,500	454,500	0
Expenses	387,375	400,155	12,780
Beginning Net Position:	1,998,310	4/1/13	
Estimated Revenues:	454,500		
Estimated Expenses:	(400,155)		
Estimated Ending Net Position:	2,052,655	3/31/14	

Police - Promotion (10k.): Motion by Roberts, supported by Adams, to approve the promotion of Police Officer Adam LaFave to the rank of Police Sergeant. Discussion ensued. Chief Rector commented on the difficult decision and how test scores played a part in the decision making process. Motion carried.

Assessing/Zoning – Planning Commissions Appointments (10l.): Motion by Adams, supported by Nordeen, to reappoint Art Ontto, Dennis Stachewicz, Art Nordeen, and George Bodenus to the Planning Commission for a 3 year term. Motion carried.

Assessing/Zoning – BOR Training with Manual (10m.): Motion by Adams, supported by Roberts, to approve Assessor DeGroot and 2 regular Board of Review Members to attend the annual MTA Training in Escanaba and the purchase of an updated manual for the office. Motion carried.

Assessing/Zoning – BOR Training Wages & Mileage (10n.): Motion by Adams, supported by Nordeen, to approve a meeting fee of \$25.00 plus mileage for two Board of Review Members attending the MTA Board of Review training class. Motion carried 4-1.

Assessing/Zoning – Duress Alarm (10o.): Motion by Adams, supported by Minelli, to approve the quote from Midwest Security for \$599.00, plus monthly charges, for a Duress Alarm at the Assessing and Zoning office. Motion carried.

Memo of Understanding (10p.): Motion by Nordeen, supported by Minelli, to approve the Memorandum of Understanding for a Permanent/Part Time position. Discussion ensued. Supervisor Minelli explained the terminology of a Memorandum of Understanding and a Permanent Part Time position versus the Temporary Part Time position. Also discussed was the full time position in Public Works that was advertised for but never filled. There was also discussion of revisiting the topic during Contract Negotiations. The motion and support were rescinded.

Clock Tower (10q.): Motion by Nordeen, supported by Minelli, to correct the misunderstanding of the motion made on December 9, 2013 regarding the Clock Tower money withholding amount. It is to be clarified that the board approves withholding 20% of the mason contractor’s quote of \$10,500.00 until the mason portion of the project is completed. Motion carried.

Permanent Part Time Position (10r.): No action taken.

Clubhouse Drywall (10s.): Motion by Adams, supported by Nordeen, to approve the proposal from Gerald Cayer Drywall for \$9,250.00, to drywall clubhouse entrance way and foyer with the understanding that there is no time frame for a start date. The 30% down will be paid when the project is started. Motion carried.

Supervisor Minelli called for a short break at 8:31 p.m.

Supervisor Minelli called the meeting back to order at 8:35 p.m.

DISCUSSION ITEMS:

Supervisor Minelli suggested that a Planning Commission Board Member go, in Clerk Nordeen's place, to the MTA Conference. George Bodenus was asked to check to see if it was plausible for him to attend. He will check on his weekly appointments and get back to the Board.

OLD BUSINESS:

Fireworks Ordinance (12a.): Supervisor Minelli revisited the drafted Fireworks Ordinance. He requested that the Chief of Police review the draft. The draft will then be amended and revisited during next month's meeting.

Plum Creek Grant (12b.): An application has been sent to Plum Creek for an additional grant for the Clock Tower Project. There has been no response as of yet.

CORRESPONDENCE:

Dust Control (13a.): The Marquette County Road Commission has requested an updated list for roads to include in the 2014 Dust Control. Supervisor Minelli will collect the list of roads at next month's meeting.

Public Comment: A resident questioned if Telkite was in Zoning Compliance. Attorney Koch will contact Marquette County.

Board Member Comment: The Board Members thanked the office staff for help with various projects.

Adjournment: Supervisor Minelli adjourned the meeting at 8:48 p.m.

Respectfully submitted,

Stacy Filizetti
Clerk/Secretary