

**Forsyth Township Board  
Regular Meeting  
American Legion Post Little Lake  
May 22, 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, and Trustee Bodenus

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

**Also Present:** George Bodenus, Assessor Henry DeGroot, Police Chief Rector, Steve Rodgers, Firefighter Don Eplett, Police Officer Wonch, Rich Johnson, Police Officer Uren, Public Works Superintendent Jancsi, a number of township employees and concerned citizens.

**Approval of Minutes:** Motion by Bodenus, supported by Minelli, to approve the minutes for May 9, 2014 Special Board Meeting. Motion carried.

**Public Comment:** Rich Johnson wanted to congratulate the Police, Fire, and EMS for the fund-raising basketball game for the Senior Lock-In. Officer Cadwell did a wonderful job organizing the event. They raised nearly \$800.00.

**Agenda:** Motion by Nordeen, supported by Roberts, to approve the agenda with the following additions: **10t. Painting Tourist Park and Peter Nordeen Park and 10u. Fee for Park for 3<sup>rd</sup> and 4<sup>th</sup> of July.** Motion carried.

**Department Reports:** The following reports were accepted and placed on file: Ambulance, Assessing/Zoning, Senior Citizens, Fire Department, Library, Police Department, Public Works Department and Financial. Reports not filed: Parks Committee, Water Project, and KI Sawyer Community Center. Supervisor Minelli and Clerk Nordeen gave a brief oral report for the KI Sawyer Community Center.

**Attorney's Report:** Attorney Koch informed the Board that the Beaudette case is scheduled for June 30th. Manninen and Vultaggio defaulted. Complaint for Johnson and Germain are to be filed. The Federal Court turned the Kanerva case back over to District Court. Attorney Koch will proceed with the ticket in District Court. The Marquette County Road Commission has accepted that Forsyth Township will sell the land to D'Ambrosio LLC.

**Approval of Bills & Vouchers:** Motion by Roberts, supported by Nordeen, to approve bills and vouchers totaling, \$38,081.65, as presented. Motion carried.

**Forsyth Township  
Bills For Approval  
4/24/14**

<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
Airgas	PW and EMS Supplies	120.32
American Welding & Gas	EMS Gases	221.21
Aramark	Carpet and Uniform Service	1,160.33
Auto Value	Parts and Supplies Various Depts	999.33
Beauchamp Plumbing & Heating	Repairs - Tourist Park, Police Dept	565.25
CarQuest	Generator Repair	176.69
City of Marquette	Bacteriological Analysis	80.00
Compudyne	Computer Support	225.00
Embroidery Wear House	EMS Uniforms	345.22
Frobergs Clothing	PW Boots	200.00
Hobart Service & Sales	Dishwasher Repair	155.70
Hiironen, Roger	Senior Plowing	305.00
Joe and Sons Plowing	Senior Plowing	75.00
Joe and Sons Service Center	Tire Repair PW	9.50
Kevin Koch PC	Attorney Fees	1,469.62
Larry's Family Foods	Supplies for Various Depts	1,082.69
Leutz's Sign	KI Sawyer Center Sign	497.12
DLP Marquette General	Ambulance Supplies	16.02
Marquette Machining & Fab	Clock Tower Supplies	134.25
Mike's Auto Center	Insurance Claim 09 Charger PD	2,291.08
McNeilus Truck & Mfg Co.	Repair Garbage Truck	62.58
Menards	Supplies for Various Depts	2,407.98
Menominee Granite	Memorial Brick	146.02
North Country Septic	Portable Restroom - May	100.00
Pomasl Fire Equipment	Bunker Gear	1,196.56
Public Safety Center	Police Tape	111.92
Quill	Supplies for Various Depts	1,113.71
Range Telecommunications	Miss Dig Calls	19.75
Heric Painting	KI Sawyer Center Painting	506.00
Superior Lock & Security	PD Camera & Locks	1,465.56
Swick	Repairs - KI Sawyer Center	1,058.00
The Mining Journal	Publishing	507.70
The Office Planning Group	Copier Supplies & Maintenance	760.51
		<b>19,585.62</b>

**Forsyth Township  
Bills Additional For Approval  
4/24/14**

<b>Vendor</b>	<b>Purpose</b>	<b>Amount</b>
Ace Hardware	Supplies for Various Depts	909.31
Airgas	PW Safety Glass	23.92
American Water Works	Membership Renewal	174.00
AT Battery Company	PD Replacement Radio Battery	115.22
Compudyne	Computer Software/Supplies/Support	3,864.41
Data-Link Associates	PD Gate and Security Equipment	1,446.40
Derick Johnson	KI Sawyer Center Window Repair	300.00
Emergency Medical Products	Ambulance Supplies	670.63
Fire-Rescue Supply	FD Parts	2,075.00
Froberg's Clothing	PW Safety Boots	100.00
Galls	PD Uniform	285.48
GoKeyless	EMS Building Locks	565.88
Hedmark Sales & Service	Chainsaw Equipment	332.40
Holiday Cleaners	PD Uniform Service	34.81
Joe & Son's Service Center	Tire Repair PD	100.00
Johnson's Printing	Campground Slips	321.59
Lansing Community College	Senior Center Training	180.00
Menards	Supplies for Various Depts	1,263.97
Michigan State Police	PD Token	66.00
MTA	Dues	3,709.87
Pomasl Fire Equipment	Bunker Gear & EMS Supplies	1,395.15
Quill	PD and Election Supplies	64.56
Snyder Drug	PD Supplies	50.55
Superiorland Vinyl Windows	KI Sawyer Center Window Repair	146.88
White Water Associates	Analysis	300.00
		<b>18,496.03</b>
	<b>Original Bill Listing</b>	<b>19,585.62</b>
	<b>Total Accounts Payable</b>	<b>38,081.65</b>

Voucher Numbers for GO, Police, Clubhouse, Ambulance, Library, Water & Sewer: 65824-66005  
Voucher Numbers for Tax

**ACTION ITEMS:**

**Fire Dept – Purchase Foam (10a.):** Motion by Nordeen, supported by Roberts, to approve purchasing foam for the Fire Department totaling \$1,500.00. Motion carried.

**Fire Dept – Purchase SCBA Masks (10b.):** Motion by Roberts, supported by Nordeen, to approve purchasing 3 SCBA masks for the Fire Department totaling \$900.00. Motion carried.

**Fire Dept – Purchase Portable Pump (10c.):** Motion by Roberts, supported by Nordeen, to approve the purchase of a portable pump for the Fire Department, to come out of the KI Sawyer Building Budget, totaling \$1,850.00. Motion carried.

**Fire Dept - Resignation (10d.):** Motion by Nordeen, supported by Roberts, to accept the resignation of Leah Owens, with regret, from the Fire Department. Motion carried.

**Assessing/Zoning – Ordinance Compliance Committee (10e.):** Motion by Nordeen, supported by Roberts, to appoint James Nowak to fill the current vacancy on the Ordinance Compliance Committee. Motion carried.

**Cell Tower (10f.):** Motion by Nordeen, supported by Bodenus, to stay with the current annual cell tower lease. Discussion ensued. Motion carried.

**Signs (10g.):** Motion by Nordeen, supported by Roberts, to approve the clubhouse sign from Leutz’s Signs. Discussion ensued. There are changes needed on the Welcome and Cemetery signs. Motion carried.

**EMS – Standard Operating Procedures (10h.):** Motion by Nordeen, supported by Roberts, to approve the Emergency Medical Service Standard Operating Procedures Manual, with the change as presented. Motion carried.

**Tobacco Policy (10i.):** Motion by Roberts, supported by Nordeen, to adopt the Tobacco Use Policy. Discussion ensued. Motion carried.

### **Forsyth Township Tobacco Use Policy**

#### **PURPOSE:**

In the interest of providing a clean, safe, and healthy environment for employees, customers, and visitors of Forsyth Township, and in accordance with the Statutes of the State of Michigan, Michigan Public Health Code, 1978 P.A. as amended, and the County of Marquette, Marquette County Clean Indoor Air Regulation, the Forsyth Township Board revises the former Forsyth Township Smoking Policy. The revised policy shall be known as the Forsyth Township Tobacco Use Policy.

#### **STATEMENT:**

This policy applies to all employees, clients, contractors and visitors. Any smoking or smokeless tobacco use is prohibited in all enclosed worksite and enclosed public areas without exception. These include common work areas, auditoriums, classrooms, conference and meeting rooms, private offices, elevators, hallways, medical facilities, cafeterias, employee lounges, stairs, restrooms, garages, Forsyth Township owned or leased vehicles, all areas available to and customarily used by the general public, and all other enclosed facilities. Smoking means inhaling, exhaling, burning or carrying any lighted cigar, cigarette, pipe, weed, plant or related substance or product. Smokeless means dip, chew, snuff, snus or related substance, product, or any artificial smoking device.

Smoking shall be prohibited near entrances, windows and ventilation systems of all worksites and public places. There shall be a distance of 20 feet from any of these areas.

No additional breaks beyond those allowed under the Township’s break policy may be taken for the purpose of using tobacco products. Employees may use tobacco products outside during breaks.

**COMPLAINT PROCEDURE:**

Persons observing a violation of this policy should bring it to the attention of their supervisor. All complaints received will be investigated as confidentially as possible. All personnel are expected to cooperate fully with any such investigation.

Violations of this policy may result in disciplinary action up to and including discharge. In addition, civil fines may be imposed for smoking in violation of the law. MCLA 333.126 et seq.

**ANTI-RETALIATION POLICY:**

Retaliation against individuals for reporting violations of this policy or for exercising their rights under the law will not be tolerated. If you believe you are being retaliated against, immediately report it to the Forsyth Township Supervisor.

***This policy was adopted by the Forsyth Township Board at a Regular Meeting held on May 22, 2014. To be effective June 6, 2014.***

**Police Dept – Purchase Patrol Vehicle (10j.):** Motion by Roberts, supported by Nordeen, to approve the purchase of a 2014 Dodge Charger AWD patrol vehicle for the Police Department totaling \$25,372.00, as presented. Motion carried.

**Police Dept – Purchase Laptop (10k.):** Motion by Roberts, supported by Nordeen, to approve the purchase of a laptop for the Police Department totaling \$500.00. Discussion ensued. Treasurer Roberts clarified that a laptop could come in less than \$500.00. She suggested using the Samsung Chrome if it is compatible. They are approximately \$250.00. Motion carried.

**Police Dept – Vacant Positions (10l.):** Discussion ensued. Treasurer Roberts reminded the Board that there was already an action taken at a prior meeting to hire a part-time officer. No action taken.

**Budget Adjustments (10m.):** Motion by Roberts, supported by Nordeen, to approve the Budget Adjustments as presented. Discussion ensued. Deputy Treasurer explained the budget adjustment request from the Library Board in regards to the Grant that was received from CCI for the Library. Motion carried.

**Forsyth Township  
Budget Adjustments  
May 22, 2014**

Revolving Fund	Original/Amended	New	Difference
Revenue	150,275	300,275	150,000

<b>Expenses</b>	147,190	672,190	525,000
<b>Estimated Beginning Fund Balance:</b>	590,691	4/1/14	
<b>Estimated Revenues:</b>	300,275		
<b>Estimated Expenses:</b>	(672,190)		
<b>Estimated Ending Fund Balance:</b>	218,776	3/31/15	

**Water Tank Inspection (10n.):** Public Works Superintendent Jancsi explained why this inspection needs to be done. The DEQ has recommended this inspection. Motion by Roberts, supported by Bodenus, to approve Dickson Engineering inspecting the Princeton and Gwinn water tanks for \$4,000.00. Motion carried.

**Fire Bill (10o.):** A request by a resident was presented to the Board to waive a fire bill. No action taken.

**Ballot Language (10p.):** Motion by Nordeen, supported by Roberts, to approve the ballot language for the General Operating Millage and Township Community Centers & Recreation Millage, without the recaptures, and changing “Center” to “Centers”. Motion carried.

FORSYTH TOWNSHIP  
General Operating Millage Renewal

Shall the total tax rate limitation, on the total amount of taxes which may be assessed against all property in Forsyth Township, Marquette County, Michigan, for all purposes, be continued for a period of five years, from 2015 to 2019, both inclusive, per Article 9, Section 6 of the Michigan Constitution at the rate of 4.8923 mills (\$4.89 on each \$1000 of taxable value)? This proposal will raise approximately \$880,273 in its first year, based upon 2014 taxable value.

FORSYTH TOWNSHIP  
Community Centers & Recreation Operating Millage Renewal

Shall the total tax rate limitation, on the total amount of taxes which may be assessed against all property in Forsyth Township, Marquette County, Michigan, for the purpose of maintaining and operating the Township Community Centers and related recreational purposes, be continued for a period of twenty (20) years, from 2015 to 2035, both inclusive, per Article 9, Section 6 of the Michigan Constitution at the rate of 1.8017 mills (\$1.80 on each \$1000 of taxable value)? This proposal will raise approximately \$324,180 in its first year, based upon 2014 taxable value.

**Clubhouse Equipment (10q.):** Motion by Roberts, supported by Nordeen, to purchase 2 Backed Benches, 2 Flat Benches, and 1 Capped Trash Can. Discussion ensued. A suggestion was made to possibly build benches to better suit the needs of the Clubhouse. Motion amended by Roberts, supported by Nordeen to postpone until next meeting pending more information on whether the benches are being used as interior or exterior benches. Motion carried.

**Police Chief Contract Extension (10r.):** Supervisor Minelli explained that there was a 60 day extension given to the Police Chief’s contract in a prior meeting. This 60 day extension is ending on May 27th. If there is no extension, this contract will expire on May 27, 2014. No action taken.

***Supervisor Minelli called for a 3 minute break at 7:45  
Supervisor Minelli call the meeting back to order at 7:48***

**POAM Collective Bargaining (10s.):** (This item was held at the end of the meeting.) Motion by Roberts, supported by Bodenus, to go into closed session for POAM collective bargaining. Roll call: Minelli – aye, Nordeen – aye, Roberts – aye, Bodenus – aye. Motion carried.

Motion by Minelli, supported by Nordeen, to come out of closed session. Roll call: Minelli – aye, Bodenus – aye, Roberts – aye, Nordeen – aye. Motion carried.

**Painting Tourist Park and Peter Nordeen Park (10t.):** Public Works Superintendent Jancsi explained why the areas need to be repaired and why they came into disrepair. Motion by Nordeen, supported by Roberts, to approve the quote from Rick Heric for repair and maintenance of the Band Stand at Peter Nordeen Park not to exceed \$1,724.00. Motion carried.

Motion by Nordeen, supported by Roberts, to approve the quote from Rick Heric for painting the lavatories at the Tourist Park not to exceed \$1,380.00. Discussion ensued. This may be reimbursable from the Tourist Park Grant. Motion carried.

**Fee for Park for 3<sup>rd</sup> and 4<sup>th</sup> of July (10u.):** Motion by Nordeen, supported by Roberts, to waive the rental fees for the Park for the July 3<sup>rd</sup> and 4<sup>th</sup> celebrations for this year. Motion carried.

**DISCUSSION ITEMS:**

**Water Rates (11a.):** Supervisor Minelli suggested that if we do not receive any support from the State of Emergency fund the water rates may need to be increase due to this past winter’s expenses.

**Emergency Generator (11b.):** Clerk Nordeen explained in a letter that the emergency generator must be kept mobile, as that was a requirement when it was donated to the township.

**UPAWS / Animal Control (11c.):** Clerk Nordeen notified the residents that UPAWS has a grant allowing them to travel to Forsyth Township to pick up stray dogs and possibly have dogs and cats spayed and neutered for free.

**OLD BUSINESS:** None

**CORRESPONDENCE:**

**MML Letter:** The Board received a letter and refund from Michigan Municipal League due to the reduction of Work Comp claims.

**Public Comment:** Steve Rodgers expressed his extreme disappointment with the Board for their decision not to renew Chief Rector’s contract. A Police Officer questioned who would be in charge now. The Attorney explained that Sergeant LaFave would move into the Chief’s position until one was appointed. Lynn Rodgers expressed her disappointment in the Board’s decision to not renew Chief Rector’s contract.

**Board Member Comment:** The Board suggested making accommodations for health care in regards to Chief Rector's separation. Clerk Nordeen asked Attorney Koch what the laws were in regards to Department Heads changing employee's time cards. Clerk Nordeen suggested the Board to go out to see the KI Sawyer Community Center. She would be happy to go with them.

**Motion by Roberts, supported by Nordeen, to provide Chief Rector with 3 months of health care following the expiration of the extension of his contract. Motion carried.**

Clerk Nordeen commented on the letter from Miss Sirois requesting a position at the KI Sawyer Community Center. The position should be addressed as an unpaid internship.

Supervisor Minelli suggested moving Sergeant LaFave to day time hours for the Acting Chief Position. Treasurer Roberts reiterated the need for the Part-Time Police Officer.

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

Respectfully submitted,

Stacy Filizetti  
Clerk/Secretary

Jane Nordeen  
Forsyth Township Clerk