

**Forsyth Township Board
Regular Meeting
KI Sawyer Heritage Air Museum
September 25, 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 Adams and Trustee Bodenus

Board Members Absent: None

Also Present: Assistant Fire Chief Greg Orchard, Public Works Superintendent Eric Jancsi, UPEA Representative Carr Baldwin, Assessor DeGroot, Assessing Assistant Rebecca Stachewicz, Carl Bryzek, Pat Anderegg, a number of township employees and concerned citizens.

CDBG Funding Public Hearing: Supervisor Minelli opened the public hearing at 6:33 p.m. He explained that the Community Development Block Grant (CDBG) was a grant to reimburse townships for the cost of water thaws and repairs due to the harsh winter. Superintendent of Public Works Jancsi explained that the \$16,446.18 received, was just a small portion of the cost accumulated by the severe winter. Our department spent well over \$130,000.00, which would not have been spent if the winter had not been so harsh. There was no public comment. Supervisor Minelli closed the public hearing at 6:35 p.m.

Approval of Minutes: Motion by Nordeen, supported by Roberts, to approve the minutes for the September 9, 2014 Special Board Meeting as presented. Motion carried.

Public Comment: Chuck Truitt complimented the Board on the KI Sawyer Community Center. It was a much needed program in the community. Dave Beaudette stated there needed to be a change in the water policy. He suggested having a "compassion fund" that would consider people that were indigent, disabled, retired, or on a fixed income. Lawrence Wolfe stated his displeasure with the Police Department Chief. Bob Froit asked for enforcement of the curfew ordinance at KI Sawyer. Carl Bryzek stated he was a summer resident of Forsyth Township and believes the Assessed Values are incorrect. Joe Lavey, attorney for Ben Yelle of Custom Masonry Construction, read a letter he prepared for the Board. He believes Mr. Yelle should be compensated for a scaffolding rental bill. Steve Rodgers suggested that Board Packets be offered on the web. Dale Ackerly would like names stated during public comment. Supervisor Minelli stated he did not think he could require the residents to state their names, as some may like to remain anonymous. Mr. Ackerly also commented on Trustee Adams repeated motions to promote the Interim Police Chief, rather than accepting applications. Pat Anderegg reserved her public comments to be addressed during item 14a.

Agenda: Motion by Nordeen, supported by Roberts, to approve the agenda with the following changes: delete: **11a. Appraisal Report Proposal** and **11m. Replace Trees**, add: **11v. CDBG Grant Application Resolution**, **11w. Clubhouse Ramp**, **11x. Landfill Fees**, **11y. Possible Use of Small Area at KI Sawyer Community Center**, **11z. YMCA Meals**. Motion carried.

Department Reports: The following reports were accepted and placed on file: Ambulance, Assessing/Zoning, Senior Citizens Director, Fire Department, Library, Police Department, Public Works, and General Operating Financial Report. Reports not filed: Water Project and Parks Committee. Clerk Nordeen updated the Board on the KI Sawyer Community Center.

Attorney's Report: Attorney Koch was excused from this month's Board Meeting. He did compose a report for the Board's review.

Approval of Bills & Vouchers: Motion by Roberts, supported by Nordeen, to approve bills and vouchers totaling, \$66,647.43, as presented. Motion carried.

**Forsyth Township
Bills For Approval
9/25/14**

Vendor	Description	Amount
10-8 Video	PD In-Car Cameras	2,990.00
A Jacobson Landscaping	2nd Section of Boulevard	16,048.00
Airgas	Gas and Cylinder Rental EMS & PW	67.24
Aramark	Carpet and Uniform Service	1,160.32
Auto Value	Parts for Various Departments	1,646.23
Barcode Applications	PD Radios	948.80
BoundTree Medical	EMS Supplies	7.26
City of Marquette	Bacteriological Analysis	80.00
Compudyne	Computer Support	351.25
Crossroads Minimart	PD Fuel	21.38
Dalco	Clubhouse Supplies	119.63
Dixon Engineering	ROV Inspection, Travel, & Report	1,900.00
Elcom Systems	PD Patrol Vehicle Equipment	3,385.00
Galls	PD Uniform and Supplies	1,896.19
Joe & Sons	PD Tire Repair	12.50
JR Electric	Street Light Metering	1,571.08
Kevin Koch PC	Attorney Fees	1,498.50
DLP Marquette General	Ambulance Supplies	381.91
Marquette Machining & Fabricating	PD Building Supplies	939.50
Menards	Supplies for Various Depts	798.47
Michigan Sales	Kubota Parts	646.32
Midway Rentals	PW Shop Supplies	148.50
Nip & Tuck Alterations	PD Uniform Alteration	95.00
North Country Septic	Portable Restroom September	95.00
NMU Public Safety Institute	PD Training	40.00
Nye Uniform	PD Uniforms	126.35
Quill	Supplies for Various Depts	438.86

Range Telecommunications	Miss Dig Calls	18.50
Sirchie	PD Supplies	292.92
Snyder Drug	Supplies for Various Depts	32.45
Spencer Pro Clean	Library Carpet Cleaning	200.00
Sun Badge	PD Badges	421.50
Tractor Supply	PW Auger	579.98
The Mining Journal	Publishing	243.60
UPEA	Engineering Services	12,225.16
WS Darley	FD Nozzle	495.95
		51,923.35

**Forsyth Township
Additional Bills For Approval
9/25/14**

Vendor	Description	Amount
Ace Hardware	Supplies for Various Depts	2,606.37
Beauchamp Plumbing & Heating	Police Dept Furnace Repair	116.18
CDW Government	PD Computer Supplies	970.05
Dalco	Soap for Clubhouse	104.64
Dell	PD Computer & Supplies	2,003.25
Elcom Systems	PD Patrol Vehicle Repair/Supplies	398.73
Great Lakes Testing	Ladder	292.00
Hedmark	Chain Saw and Supplies	769.95
Holiday Cleaners	PD Dry Cleaning	70.74
JT Motor Sports	PW Shop Tools	45.00
Johnsons Printing	Transfer Station Slips	384.50
Menards	Supplies for Various Depts	140.86
MTA	Budget Training	250.00
Nip & Tuck Alterations	Uniform Alterations	12.00
NMPSA	Affordable Health Care Training	150.00
Polly Products	Clubhouse Bench	1,314.79
Pomasl Fire Equipment	FD Supplies	250.65
Quill	Office Supplies	319.48
R&R Fire Truck Repair	Fire Truck Maintenance	3,169.64
Remy Battery Co	FD Battery	13.16
State Tax Commission	Assessing Officer Program	500.00
UPEA	Clubhouse Garage	104.00
Vidacare	Ambulance Needles	355.28
WS Darley	FD Strap/Hose	82.81
		14,424.08

Original Bill Listing	51,923.35
Total Accounts Payable	66,347.43

Voucher Numbers for GO, Police, Clubhouse, Ambulance, Library, Water & Sewer: 66475-67164

Voucher Numbers for Tax 1525-1530

ACTION ITEMS:

Appraisal Report Proposal (11a.): Item deleted.

Assessing/Zoning – 2014 Tax Request Form (11b.): Motion by Roberts, supported by Nordeen, to approve Form L-4029 2014 Tax Rate Request, as presented. Motion carried.

Assessing/Zoning – Timber Harvest (11c.): Motion by Roberts, supported by Nordeen, to approve pursuing with the harvesting of the land near the water tower on Johnson Lake Road. Discussion ensued. Assessor DeGroot explained the location and what determines a piece of property needs harvesting. A Marquette and Alger County Conservation District Forester will be working on the project. As the property is located in town, Assessor DeGroot recommended having a public hearing so residents can input opinions regarding how the 80 acres should look when harvesting is completed. Motion carried.

Assessing/Zoning – Blight Ordinance (11d.): Motion by Roberts, supported by Bodenus, to approve the Blight Ordinance, after removing “wood” from page 2 letter C. under Miscellaneous Debris. Roll call: Adams – aye, Bodenus – aye, Roberts – aye, Nordeen – aye, Minelli – aye. Motion carried.

Assessing/Zoning – Post Position (11e.): Motion by Adams, supported by Roberts, to approve posting for a Full-Time Temporary Zoning Assistant. Discussion ensued. Clarification of precise wording needs to be researched in accordance with the union contract. Motion was rescinded by Adams, support was rescinded by Roberts. Motion by Nordeen, supported by Bodenus, to table this item until next meeting. Motion carried 4-1.

Fire Dept – Resignation (11f.): Motion by Bodenus, supported by Adams, to approve the resignation of Larry Hammond from the Fire Department, with regret. Motion carried.

Fire Dept – New Hire (11g.): Motion by Adams, supported by Bodenus, to approve hiring Pat Jeske to the Fire Department. Motion carried.

Fire Dept – Purchase Valves, Saw Blades, and Nozzle (11h.-11j.): Motion by Adams, supported by Nordeen, to approve purchasing valves for three fire trucks, a rescue saw blade, and a nozzle totaling \$1,725.00. Motion carried.

Supervisor Minelli called for a short break at 7:40 pm

Supervisor Minelli called the meeting back to order at 7:48 pm

Superior Trade Zone Resolution and Letter (11k.): Motion by Roberts, supported by Adams, to adopt the Resolution Adopting an Intergovernmental Agreement to Create the Superior Trade Zone Under the

Urban Cooperation Act, as presented. Roll call: Adams – aye, Bodenus – aye, Roberts – aye, Nordeen – aye, Minelli – aye. Motion carried.

**A RESOLUTION ADOPTING AN INTERGOVERNMENTAL AGREEMENT TO CREATE THE SUPERIOR TRADE
ZONE UNDER THE URBAN COOPERATION ACT
FORSYTH TOWNSHIP BOARD
SEPTEMBER 25, 2014**

WHEREAS, subject to the approval of the Michigan Strategic Fund (the “MSF”), the Next Michigan Development Act, 2010 P.A. 275, MCL as amended by PA 238 and PA 239 of 2013, allows for the creation of a Next Michigan Development Corporation (“NMDC”) among local government parties for economic development purposes; and

WHEREAS, Act 275 provides, in part, that there first be in place an Interlocal Agreement under the Urban Cooperation Act of 1967, 1967 P.A. 7, MCL 124.501-512 (“ACT7”); and

WHEREAS, it is further provided in Act 275 that the Act 7 Interlocal Agreement be approved by the Governor of the State of Michigan before submitted to the MSF; and

WHEREAS, the Forsyth Township Board has been presented an Interlocal Agreement creating the Superior Trade Zone Next Michigan Development Corporation (the “Interlocal Agreement”) for economic development purposes and deems it to be in the best interest of the Forsyth Township Board to approve the Interlocal Agreement and become a voting participant in the Superior Trade Zone.

WHEREAS, the acceleration of business growth in Delta and Marquette Counties is consistent with community goals and objectives to provide jobs for residents, make efficient use of existing resources, improve infrastructure and promote the use of regional assets as provided for in comprehensive regional plans; and

NOW THEREFORE BE IT RESOLVED, by the Forsyth Township Board, Michigan, hereby approves the Interlocal Agreement; and

BE IT FURTHER RESOLVED that the Forsyth Township Clerk is authorized to execute the Interlocal Agreement on behalf of the Forsyth Township Board, Michigan and to consent to non-material adjustments and corrections to the Interlocal Agreement as may be required by the State of Michigan officers and agencies.

Upon a call of the roll, the vote was as follows:

Ayes:

Nays:

RESOLUTION DECLARED ADOPTED

I the undersigned, being duly qualified and acting Clerk of the Forsyth Township Board, do hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted by the Forsyth Township

Board, Michigan, at a Regular Township Board Meeting held on September 25, 2014, and that said meeting was conducted and public notice was given pursuant to and in full compliance with the Open Meetings Act, Act 267, Public Acts of Michigan, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Jane Nordeen
Forsyth Township Clerk

NorthStar EAP (11l.): Motion by Nordeen, supported by Roberts, to approve the NorthStar Employee Assistance Agreement as presented. Discussion ensued. Clerk Nordeen gave a brief summary of the program. Supervisor Minelli stated how important it was to have this service available. Motion carried.

Replacement of Trees (11m.): Item deleted.

Police Dept – Purchase Shelving/Bins (11n.): Motion by Roberts, supported by Nordeen, to approve purchase shelving units and bins for the evidence area of the Police Department totaling \$1,500.00. Motion carried.

Police Dept – Promote Officer (11o.): No action taken.

Police Dept – School Liaison Officer (11p.): Supervisor Minelli asked Officer Mills to give an explanation of a School Liaison Officer. Officer Mills gave a presentation of the information he had compiled regarding the position of School Liaison. Motion by Roberts, supported by Nordeen, to proceed looking into Officer Mills being the School Liaison. Motion carried.

Shingle Disposal (11q.): Motion by Bodenus, supported by Roberts, to approve the Taxpayer Shingle Disposal policy as presented. Motion carried.

Fill out the attached form
Provide a \$150.00 deposit and a \$25.00 processing fee for a total of \$175.00
Understand that the permit will be good for one day only unless other arrangements are made
Bring in their landfill ticket(s) to the office no later than the following business day and
pay any amount that their deposit did not cover minus the processing fee. If there is an
overage on their deposit, they will be reimbursed the following Friday

Amend Credit Card Policy (11r.): Motion by Roberts, supported by Nordeen, to approve the amendments to the Credit Card Policy to include the Library. Motion carried.

FORSYTH TOWNSHIP CREDIT CARD POLICY

In accordance with Public Act 266 of 1995 (MCL 129.241-243), Forsyth Township has adopted the following policy for use of the township's credit card effective July 15, 2004 and amended on September 25, 2014.

- The Township's Bookkeeper is responsible for the local unit's issuance, accounting, monitoring and generally overseeing compliance with the credit card policy. The township credit card will have a maximum credit limit of \$2,000, with an additional library credit card with a maximum of \$1,000.

The Library Director will have the same responsibilities as the Township Bookkeeper for the Library issued credit card.

- The credit cards may be used only by an officer or employee of the township for the purchase of goods or services for official business of the township. Only the person whose name is on the card is authorized to use that card.
- Credit cards may be used for traveling on township business for the following expenditures only: travel, meals, and accommodations while on business (excluding expenses incurred in operating a privately owned automobile) gas, oil and other necessary expenses incurred in operating a township owned vehicle.
- Township officers and employees who use township credit cards shall, within three working days of purchase or returning from travel, submit a copy of the credit card slip to the Township Bookkeeper. All credit card slips must state the name of the vendor or entity and a detailed list of all good or services that were purchased, along with the date and the amount of the transaction, as well as the official business for which the transaction was made.
- An officer or employee who is issued a credit card is responsible for its protection and custody. If a credit card is lost or stolen, the Bookkeeper must be notified immediately. The entity issuing the lost or stolen credit card shall be immediately notified to cancel the card.
- An officer or employee issued a credit card shall return the credit card to the Bookkeeper upon termination of his or her employment or service with the Township.
- The Township Board shall not approve a payment to the entity issuing the credit card until all transactions have been verified, including the approval of all transaction invoices if issued.
- The balance including interest due on an extension of credit under the credit card arrangement shall be paid for within not more than 60 days of the initial statement date.
- Officers and employees who use a credit card in a manner contrary to this policy shall be subject to disciplinary action, up to and including termination.

Accepted by the township board on: _____

Forsyth Township Supervisor

Forsyth Township Clerk

EMS – New Hires (11s.): Motion by Nordeen, supported by Roberts, to approve hiring Matthew John Perala, Matthew Couture, and Eric Peterson to EMS. Motion carried.

Gwinn All Sport Booster Club Resolution (11t.): Motion by Adams, supported by Nordeen, to approve the resolution recognizing the Gwinn All-Sport Booster Club as a nonprofit organization. Discussion ensued. Motion amended by Adams, support amended by Nordeen, to approve the resolution recognizing the Gwinn All-Sport Booster Club as a nonprofit organization, subject to proof they are a nonprofit. Roll call: Adams – aye, Bodenus – aye, Roberts – aye, Nordeen – aye, Minelli – aye. Motion carried.

**LOCAL GOVERNING BODY RESOLUTION FOR CHARITABLE GAMING LICENSES
GWINN ALL-SPORT BOOSTER CLUB**

At a regular meeting of the Forsyth Township Board, called to order by Supervisor Joseph Minelli on September 25, 2014 at 6:30 pm, the following resolution was offered:

Moved by Trustee Adams, supported by Treasurer Roberts, that the request from Gwinn All-Sport Booster Club of Gwinn, County of Marquette, asking that they be recognized as a nonprofit organization operating in the community for the purpose of obtaining charitable gaming licenses, be considered for approval.

Yeas: 5

Nays: 0

Absent: 0

I hereby certify that the foregoing is a true and complete copy of a resolution offered and adopted by the Forsyth Township Board at a Regular meeting held on September 25, 2014.

Jane Nordeen
Forsyth Township Clerk

Sewer Valves (11u.): Motion by Adams, supported by Roberts, to purchase Sewer Valves totaling \$30,131.00, as presented. Discussion ensued. Superintendent of Public Works Jancsi explained the requirements associated with the valve purchase. Motion carried.

CDBG Grant Application Resolution (11v.): Motion by Roberts, supported by Nordeen, to adopt the CDBG Resolution as presented. Roll call: Adams – aye, Bodenus – aye, Roberts – aye, Nordeen – aye, Minelli – aye. Motion carried.

**FORSYTH TOWNSHIP
Authorizing Resolution**

WHEREAS, Forsyth Township conducted a SPECIAL Public Hearing on September 25, 2014 at 6:30 p.m. at the K.I. Sawyer Heritage Air Museum, 402 3rd Street, Gwinn, Michigan, for the purpose of discussing an application to the Community Development Block Grant program for a grant in the amount of \$16,446 to reimburse the township for repairs it make to broken water lines in the township;

WHEREAS, Forsyth Township matched the CDBG Grant with its own funds in an amount exceeding \$20,000;

WHEREAS, the repair of pipes is consistent with Forsyth Township’s Community Development Plan as described in the Part 2 Application;

WHEREAS, Forsyth Township declares that the broken water mains were a serious threat to the health and/or safety of citizens and exists as described in the application and was considered to be an emergency situation, and immediate action was necessary and any delay would have intensified the situation, and the threat can be supported by an appropriate authority other than Forsyth Township, and the need for the repair of the water main was not brought on by poor maintenance or neglect, but was a result of the “Deep Freeze” that occurred during the months of January, February, and March 2014;

WHEREAS, there are no other federal, state or local resources available to alleviate the threat to Forsyth Township;

WHEREAS the Township will not incur project costs (CDBG and non-CDBG) prior to a formal grant award, completion of the environmental review procedures and formal, written authorization to incur costs has been provided by the Township’s CDBG Project Manager;

WHEREAS, the Township agrees that any of the CDBG funding will be returned to the Michigan Economic Development Corporation, acting on behalf of the Michigan Strategic Fund, if project funds are reimbursed by insurance, or state or federal grant award or assistance;

WHEREAS, the Township authorizes Supervisor Joseph Minelli to sign the Part 2 Application and all attachments, and to sign the Grant Agreement and all amendments, and to sign Grant Payment Requests.

NOW THEREFORE BE IT RESOLVED, that Forsyth Township hereby authorizes the submittal of a grant application to the Community Development Block Grant program in the amount described above; This resolution was considered and adopted by Forsyth Township Board of Trustees at a meeting held on September 25, 2014.

Jane Nordeen, Clerk

Clubhouse Ramp (11w.): Motion by Adams, supported by Nordeen, to consider the bids for the Clubhouse Ramp. Discussion ensued. Superintendent Jancsi explained why the bids were so high. He suggested that the Public Works department take on the project, with the help of other contractors if needed. He also stated the lowest bid was \$91,000.00. If there are no interruptions, and overtime is permitted, it should take a couple of weeks to complete. Motion rescinded by Adams, support rescinded by Nordeen. Motion failed.

Landfill Fees (11x.): Steve Schenden stated, Marquette County Solid Waste Authority sent them a letter stating they were not under the contract of Marquette County Waste Authority, therefore they would need to be an authorized hauler under a township. Rick Aho, MCSWA director, stated in a phone conversation with Mr. Schenden, that the landfill will bill them directly. Motion by Adams, supported by Roberts, to approve waiving the landfill fee for Marquette County as they are another governmental unit. Motion carried.

Possible Use of Small Area at KI Sawyer Community Center (11y.): Motion by Nordeen, supported by Roberts, to approve allowing one of the homeowner's associations to use a small section of the KI Sawyer Community Center as their association office. Discussion ensued. Clerk Nordeen stated there will be a wall constructed to section off an area. Supervisor Minelli requested that the homeowner's association supply liability coverage for the area, along with naming the Township as an additional insured. The lease shall be a one year trial with wording to define that materials or volunteered labor shall count for the monthly fee of \$100.00. It shall also have a hold harmless agreement in the contract. Attorney Koch will draft a contract. Motion carried.

YMCA Meals (11z.): Motion by Nordeen, supported by Adams, to approve doing a contract with the YMCA to provide snacks and lunches for the children going to the KI Sawyer Community Center, all meals, supplies, supervision, set-up, and clean-up, to be done by the YMCA. Motion carried.

DISCUSSION ITEMS:

Funding for Library Move (12a.): Last meeting the Library Board was concerned about the funding of the Library move. They believed that the costs associated with moving the Assessing and Zoning Office should come out of that fund, not the Library. Supervisor Minelli explained that the auditor was

contacted. The information was late coming to the Board, therefore this topic will be discussed at the next meeting.

OLD BUSINESS: None

CORRESPONDENCE:

Anderegg Letter (14a.): Supervisor Minelli stated the Board had received a letter from Mrs. Anderegg regarding the Forsyth Township Police Department. She explained the circumstances in the letter regarding the differences with her neighbor. She is concerned about the target shooting in her neighborhood. She believes she was treated poorly by some members of the Police Department. Supervisor Minelli stated he checked the ordinances involved, and there were no violations. She would like the ordinances changed.

Bryzek Letter (14b.): Mr. Bryzek stated that the water bill issue that was discussed in a prior meeting had a wrong motion. He believes that he should have been excused all but one month, not for only one month. Supervisor Minelli believes that there was a mistake. He will investigate the issue. Mr. Bryzek then spoke to the letter he wrote to the Board. He believes the government owns all property. He believes the foreclosure at 47 Jackpine Street was illegal, therefore should not be torn down. Taxes should be adjusted. Supervisor Minelli will find out who owns the property.

Public Comment: Carl Bryzek commented that the property is owned by the State. Steve Rodgers stated the Board Members are leaders in the community, therefore they should follow the Ordinances. Dale Ackerly thanked the Board for the new Shingles Policy. He stated Officer Mills had a great presentation. He also stated there should be transparency in government, and those representing the community should follow the rules. Maureen Hakes supports Mr. Rector, but stated her appreciation for the current Police Department. Jon LeGalley announced the Interim Police Chief let him go last week. He believes it was unjust, and would like his job back. Dave Beaudette stated the Board should have a mission statement and should have the best interest of the community. He was unhappy with the Clock Tower Mason not being paid for the items listed by his attorney. He commended Officer Mills on the School Liaison Program. He also thanked everyone involved in the KI Sawyer Community Center. Mr. Ackerly reminded the Board that he would still like to volunteer for a committee to hire a new Chief of Police.

Board Member Comment: Trustee Adams noted he would like the Fire Department to consider putting a ½ mill request for safety equipment on the February ballot. Clerk Nordeen thanked the community for coming out and thanked the Police Department for regularly stopping by the KI Sawyer Community Center. Treasurer Roberts thanked the attendees for their patients. Supervisor Minelli thanked the attendees for their patience and public comments. He also commented on having a review committee for input on the Chief of Police applications.

Adjournment: Supervisor Minelli adjourned the meeting at 9:16 p.m.

Respectfully submitted,

Stacy Filizetti
Clerk/Secretary

Jane Nordeen
Forsyth Township Clerk