

**Forsyth Township Board  
Regular Meeting  
Gwinn Community Center  
February 28, 2019**

Clerk Borrett called the meeting to order at 6:30 p.m.

**Board Members Present:** Clerk Borrett, Treasurer Roberts, Trustee Adams and Trustee Armatti

**Board Members Absent:** Supervisor Boogren

**Also Present:** Attorney Ted Greeley, a number of township employees and concerned citizens.

**Approval of Minutes:** Motion by Adams, supported by Roberts, to approve the Minutes from the January 24, 2019 Regular Board Meeting, as presented. Motion carried.

**Agenda:** Motion by Roberts, supported by Borrett, to approve the agenda with the addition of 10n. Code Electric Proposals. Motion carried.

**Public Comment:** Scott Leutz introduced himself and stated his intentions and interest in purchasing the KI Sawyer Community Center building.

**Department Reports:** The following reports were placed on file: Assessing and Zoning, Senior Citizens Director, Fire, Library, Police, Public Works, and General Operating Financial.

**Attorney's Report:** Attorney Greely stated he would speak on the Outdoor Assembly Ordinance and the RFB for the KI Sawyer Community Center Building later in the meeting. He is working on the Ice Track Lease, but is waiting for more information before it can be completed.

**Approval of Bills & Vouchers:** Motion by Roberts, supported by Adams, to approve the bills and vouchers, totaling \$172,022.59, as presented. Motion carried.

**Forsyth Township  
Bills For Approval  
2/28/19**

<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
Airgas	PW/FD Cylinder Rental and Gases	487.34
Adventure Center	PD Snowmobile Repair	538.90
All-Phase	W/S Parts	497.50
Auto Value	Parts for Various Depts	772.19
American Welding	EMS Oxygen	195.32
Brian Kjellin	PD Reimburse Uniform	19.99
Business Micro Resource	FD Computer Software	400.00
Canon Financial	Office Copier	135.07

Caretaker Forestry	Forestry Plan	501.50
Carpet Specialists	PD Office Flooring	1,895.26
Casselman & Henderson	Attorney Fees	813.00
City of Marquette	Water Bacteriological Analysis	100.00
CMP Distributors	PD Uniforms	936.50
Code Electrical	Various Lighting	35,080.00
College Laundry	Various Dept Carpet/Uniform Svc	578.96
Compudyne	Computer Support for Various Depts	599.75
Drug Screen Plus	Drug Screening	681.12
Elcom	PD Patrol Set Up	992.53
Emergency Medical Products	EMS Medical Supplies	1,846.19
Fahey Schultz Burzych Rhodes PLC	Attorney Fees	2,681.50
Ferrellgas	Transfer Station Propane	765.22
Foremost	EMS Battery	296.00
Fox Negaunee	PW Parts	51.74
Galls	EMS/PD Uniforms & Equipment	245.76
Gander Outdoors	PD Gun	529.99
GFC Leasing	SC Copier	270.00
GreatAmerica Financial	Server Lease	562.43
Harris	Forms and Software Support	10,251.79
Holiday Cleaners	PD Dry Cleaning	15.26
Jennifer Jakubowski	A/Z Reimbursement for Hotel (Training)	34.83
Kobas Electric Co.	PD Office Electric	6,523.00
Kountry Korner	Various Dept Fuel	22.53
LaFontaine Chrysler	PD Patrol Vehicle	24,926.00
Menards	Supplies for Various Depts	2,288.63
MERS	Additional Payment	35,000.00
Michelle Borrett	SC Reimbursement for Bed Rail	104.94
Michigan Dept of Chiefs of Police	PD Dues	115.00
Midway Rentals	PW Air Compressor	317.80
Modeltown Express	Various Dept Fuel	620.07
Motorola	PD Batteries	91.00
NFPA	FD Dues	175.00
Northland Lawn Sport & Equip	PW Parts	6.20
Notary Bonding	Notary Renewal	64.95
Nye Uniform	PD Uniforms	372.30
PTS	Payphone	50.00
Paula Sirois	CH Reimbursement for Router	149.99
Pomasl	FD Uniforms	9,351.78
Purchase Power	Postage	520.99

Quill	Supplies for Various Depts	208.10
Radisson Hotel	MTA Training Hotel	350.96
Randy Heidtman	SC Plowing	100.00
RMS	PW Parts	102.96
Roger Hiironen	SC Plowing	30.00
Shell Fleet	Various Dept Fuel	1,210.69
St.Vincent de Paul Store	PW Rags	40.25
State of Michigan	PD SRMS / Audit Services	17,325.00
The Mining Journal	Publishing	920.53
The Office Planning Group	Copiers	223.91
UPEA	Engineering Services	83.70
UP Health System	EMS Medical Supplies	1,127.48
UP Kubota	PW Parts	43.99
USA Bluebook	PW Parts	144.37
Wells Fargo	MTA Conference and PD Supplies	1,344.00
	<b>TOTAL</b>	<b>166,731.76</b>

**Forsyth Township  
Additional Bills For Approval  
2/28/19**

<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
Ace Hardware	Various Dept Supplies	813.93
Avis Meyers-Ketola	SC Reimbursement Medical Supplies	81.49
Fox Marquette	EMS Ambulance Repair	132.06
Galls	PD/EMS Uniforms	885.10
GreatAmerica Financial	Server Lease	562.43
Menards	Various Dept Supplies	139.83
NMU	PD Training	30.00
Petty Cash	Various Dept Supplies	158.99
Purchase Power	Postage	520.99
Quill	Various Dept Office Supplies	347.98
RMS	PW Parts	102.96
Swales Plumbing & Heating	CH Ramp Boiler Repair	280.00
US Postal Service	SC Newsletter Postage	80.24
Wells Fargo	Various Dept Supplies	1,154.83
		<b>5,290.83</b>
	<b>Original Bill Listing</b>	<b>166,731.76</b>

**Total Accounts Payable**                      **172,022.59**

Voucher Numbers for GO, Police, Clubhouse, Ambulance, Library, Water & Sewer: 78579-78770  
Voucher Numbers for Tax 1863-1876

**ACTION ITEMS:**

**Police Dept Bldg GEI Option (10a.):** Motion by Adams, supported by Roberts, to approve Option #3, from GEI Consultants, for the Police Department floor. Discussion ensued. GEI Consultant Sean Beckman, recapped the options addressed in the assessment. He will provide a detailed proposal for next month's meeting. Motion carried.

**KI Sawyer Community Center RFB (10b.):** Motion by Roberts, supported by Armatti, to approve the ad requesting bids for the sale of the KI Sawyer Community Center building and property, as presented. Motion carried.

**PD – Heating Quote (10c.):** Motion by Adams, supported by Borrett, to approve the proposal from Beauchamp Plumbing & Heating to heat the 2<sup>nd</sup> floor of the Police Department building, totaling approximately \$1,100. Motion carried.

**Emergency Management (10d.):** Motion by Adams, supported by Roberts, to approve appointing Larry Hammond as the Deputy Emergency Manager. This should resolve training issues. Motion carried.

**Actuarial Quote (10e.):** Motion by Borrett, supported by Armatti, to approve the quote from Watkins & Ross to prepare the required actuarial valuation for the next two years, totaling \$5,200. Motion carried.

**Water Bond Pay-Off (10f.):** Motion by Adams, supported by Armatti, to approve paying off the 2007 Water Bond (7212-01) for \$225,000 plus interest. Motion carried.

**Ambulance Write-Offs (10g.):** Motion by Roberts, supported by Borrett, to approve the Ambulance Write-Offs for \$43,183.26, as presented. All actions to collect the debts have been taken. Motion carried.

**Office Furniture (10h.):** Motion by Borrett, supported by Armatti, to approve purchasing office furniture for approximately \$12,000. Clerk Borrett explained the plan for office hours during the remodel. The quality of the products were also addressed. Motion carried.

**Office Flooring (10i.):** Motion by Borrett, supported by Armatti, to approve the office flooring proposal from Magdaleno Custom Floors, totaling \$6,950. Motion carried.

**Office Painting (10j.):** Motion by Armatti, supported by Adams, to approve the quote from Rick Heric to paint the Township office, totaling \$3,290. Motion carried.

**A/Z American Tree Farm System (10k.):** Motion by Roberts, supported by Borrett, to approve joining the American Tree Farm System, as recommended. Motion carried.

**A/Z Zoning Text Amendment (10l.):** Motion by Adams, supported by Borrett, to approve the Zoning text amendments, as recommended. Motion carried.

**A/Z Resolution to Adopt Annual Poverty Exemption Income Guidelines and Asset Test (10m.):** Motion by Adams, supported by Borrett, to approve the Resolution to Set Annual Poverty Exemption Income Guidelines and Asset Test, as presented. Roll call: Treasurer Roberts - yes, Trustee Armatti - yes, Clerk Borrett - yes, Trustee Adams - yes, Supervisor Boogren – absent. Motion carried.

**Code Electric Proposals (10n.):** Motion by Adams, supported by Roberts, to approve all 4 proposals from Code Electric for changing incandescent lighting to LED lighting. Discussion ensued. Trustee Adams explained the quotes and energy savings. Motion carried.

**DISCUSSION ITEMS:**

**DNR Trust Fund Grant (11a.):** Clerk Borrett asked the public and Board if they had any comments for the DNR Trust Fund Grant. UPEA Representative Carr Baldwin explained the lower the grant requested, the higher success in receiving one. He stated that the restrooms at the ball field could be updated with the grant money, as long as they had year round access. There will be a Special Meeting on March 7<sup>th</sup> in which the public may comment on the DNR Trust Fund Grant. He noted the ad in the paper and asked for everyone to get the word out so there would be many suggestions for using the grant.

**Museum (11b.):** Clerk Borrett stated that she, Supervisor Boogren and Historical Society Representative Rick Wills met in the fall. Since then, little or no action has taken place in the Museum. Trustee Adams commented on his participation with the Historical Society Board. Clerk Borrett reminded the Board that utilities are being paid, for a service that is not really available, on a building that could be used for township business. Communication with the Historical Society will be ongoing.

**Spring Clean-Up (11c.):** Clerk Borrett announced that June 8<sup>th</sup> will be the Spring Clean-Up date. The locations will be the same as last year and tires will be accepted. A flyer will be placed in the Clerk's Bulletin Board when available.

**OLD BUSINESS:**

**Outdoor Assembly Ordinance (12a.):** Trustee Adams made a motion to approve the Outdoor Assembly Ordinance, as presented. Discussion ensued. The Ordinance should be reviewed by the Police Department, as they will be the enforcing officials. Forms will need to be drafted prior to implementing the Ordinance. Trustee Adams withdrew his motion. Trustee Adams and Police Chief FitzGerald will present a more finished Ordinance with Forms for next month's meeting.

**CORRESPONDENCE:** None

**Public Comment:** Matt Blanck introduced himself and his intention for the KI Sawyer Community Center. Adam Cornea commented on the process for the Outdoor Assembly Ordinance. Carr Baldwin commented on the Grant the Landfill received for tire disposal.

**Board Comment:** Trustee Adams thanked the Forsyth Township Employees for keeping the community safe.

**Adjournment:** Clerk Borrett adjourned the meeting at 7:32 p.m.

Respectfully submitted,

Stacy Filizetti  
Board Secretary

Michelle Borrett  
Forsyth Township Clerk