

**Forsyth Township Board  
Regular Meeting  
Gwinn Community Center  
January 23, 2020**

Supervisor Boogren called the meeting to order at 6:30 p.m.

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

**Board Members Absent:** None

**Also Present:** Attorney Marybeth Marin, a number of township employees and concerned citizens.

**Approval of Minutes:** Motion by Borrett, supported by Armatti, to approve the Minutes from the December 19, 2019 Regular Board Meeting, as presented. Motion carried.

**Agenda:** Motion by Roberts, supported by Boogren, to approve the agenda with the addition of 10t. Cemetery Lot Buy Back. Motion carried.

**Public Comment:** Rhonda Hartzell commented on the sewer back-up correspondence. Jamie Vincent commented on the Johnson Lake public access site.

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

**Attorney's Report:** Attorney Marin stated the District Court issue has been resolved. Assessor Lykins is reviewing the Assessing resolutions. Information was emailed from Attorney Patterson regarding the Subdivision Ordinance that is under reviewed. The Utility Ordinances that were reviewed last month, should not be repealed.

It was the consensus of the Board to leave the Utility Ordinances as written.

**Approval of Bills & Vouchers:** Motion by Roberts, supported by Borrett, to approve the bills and vouchers as presented totaling \$135,529.22. Motion carried.

**Forsyth Township  
Bills For Approval  
1/23/20**

<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
Airgas	PW/FD Cylinder Rental and Gases	712.36
Ace Hardware	Various Dept Supplies	84.66
American Nameplate	Bandstand Plaque	1,775.00
American Welding	EMS Oxygen	155.97
Astro UP	EMS Bldg Repairs	103.86

Avis Myers	Reimbursement for Tree Lighting	99.49
Auto Value	Various Dept Parts	1,137.31
Axon Enterprise	PD Body Cams	740.94
College Laundry	Various Dept Carpet/Uniform Svc	473.78
Compudyne	Computer Support & Hardware	3,290.89
Danko Emergency Equip	FD Truck Chassis	49,695.00
Drug Screens Plus	Drug Screen	75.00
Elcom	EMS Batteries	60.00
Emergency Medical Products	EMS Medical Supplies	538.45
Fahey Schultz Burzych Rhodes PLC	Attorney Fees	1,613.50
Frobergs Clothing	PW Boots	340.00
Galls	PD/EMS/FD Uniforms	444.84
Gordon Food Store	CH Concession Stand	289.68
Harris	Server Migration	500.00
Industrial Marketing	PW Holder Parts	353.55
J&H Enterprises	SC Plowing	125.00
Lake Superior Community Partnership	Dues	300.00
Marin Law Firm	Attorney Fees	750.00
Marquette County Equalization	Tax/Assessing Fees	41,374.22
Menards	Supplies for Various Depts	348.80
Midway Rentals	PW Tools	84.00
Modeltown Express	Various Dept Fuel	6,175.79
MTA	BOR Training	445.00
Motorola	EMS Batteries	245.00
MWEA	Water Dues	77.00
North Country Septic	FD Portable Restroom	100.00
Pomps Tire	PW Tires	127.63
Postal Service	PD Post Box Renewal	82.00
PTS	Pay Phone	50.00
Purchase Power	Postage	520.99
Quill	Office Supplies	502.52
Range Telecommunications	Miss Dig/ EMS Batteries	93.35
Remy Battery	EMS/PD Batteries	182.10
Snyder Drug	Various Dept Supplies	183.88
Swales Plumbing	CH Boiler Repair	393.23
The Office Planning Group	Copier Maintenance	33.88
The Stitch Witch	PD Uniform Repair	48.90
TransUnion	PD Background Checks	50.00
UPEA	Engineering Services	930.00
UP Health Systems	EMS Medical Supplies	540.95

UP Kubota	PW Kubota Parts	79.32
UPSET	Law Enforcement	10,000.00
Wex Bank	Various Dept Fuel	158.24
Willey's Tire Shop	PW Tires	1,796.58
	<b>TOTAL</b>	<b>128,282.66</b>

**Forsyth Township  
Additional Bills For Approval  
1/23/20**

<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
Ace	Various Dept Supplies	347.08
American Welding	EMS Oxygen	75.51
Axon Enterprises	PD Body Cameras	(41.94)
Bound Tree	EMS Medical Supplies	336.66
Canon Financial Services	Copier Contracts	199.58
College Laundry	Uniform & Carpet Service	43.25
Jandron's	PD Badge Cleaning	30.00
J&H Enterprises	SC Plowing	125.00
Marquette Embroidery	PD Uniform Repair	79.00
PTS	Pay Phone	50.00
Range Telecommunications	PD Cameras/Phones	5,920.42
US Postal Service	PD Box Renewal	82.00
		<b>7,246.56</b>
	<b>Original Bill Listing</b>	<b>128,282.66</b>
	<b>Total Accounts Payable</b>	<b>135,529.22</b>

Voucher Numbers for GO, Police, Clubhouse, Ambulance, Library, Water & Sewer: 80812

Voucher Numbers for Tax 1921-1943

**ACTION ITEMS:**

**EMS – Medical First Responder and Pay (10a.):** Motion by Roberts, supported by Borrett, to approve the EMS Committee recommendation of hiring 2 Medical First Responders with the job description and wages, as presented. Motion carried.

**EMS – Holiday Pay (10b.):** Motion by Borrett, supported by Roberts, to approve EMT holiday days and wages, as presented. Treasurer Roberts clarified that the \$1.00 per hour will be for on-call hours. Motion carried.

**FD – Hire Firefighter (10c.):** Motion by Armatti, supported by Boogren, to approve hiring Jamie Seagle as a firefighter. Motion carried.

**FD – Purchase Bunker Gear (10d.):** Motion by Adams, supported by Armatti, to approve purchasing four sets of bunker gear for our Fire Department totaling \$11,648.00. Motion carried.

**FD – Purchase Foam System (10e.):** Motion by Adams, supported by Borrett, to approve a new foam system for the Fire Department totaling \$3,760.00. Motion carried.

**FD – Charitable Gaming License (10f.):** Motion by Adams, supported by Boogren, to approve the request from Forsyth Township Fire Department 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. Supervisor Boogren explained the purpose for the Gaming License. Roll call: Trustee Adams – yes, Trustee Armatti – yes, Clerk Borrett – yes, Supervisor Boogren – yes, Treasurer Roberts – yes. Motion carried.

**PD – Purchase Server (10g.):** Motion by Adams, supported by Boogren, to approve purchasing a new server, totaling \$13,101.68. Motion carried.

**MTA Conference (10h.):** Motion by Borrett, supported by Armatti, to approve sending a Board Member to the MTA Conference. Motion carried.

**Budget Adjustment (10i.):** Motion by Adams, supported by Borrett, to approve the Budget adjustments as presented. Motion carried.

**FORSYTH TOWNSHIP  
BUDGET ADJUSTMENTS  
10-Jan-20**

GENERAL FUND Department	Department #	Original/Amended	New	Difference
<b>Revenue</b>		2,712,810	2,615,245	(97,565)
<b>Expense</b>				
Assessing	209	248,220	251,220	3,000
Office	260	100,640	103,640	3,000
Buildings & Grounds	265	198,620	205,620	7,000
Attorney	266	30,000	39,000	9,000
Professional/Special Functions	299	56,000	62,000	6,000
SOA	337	800	2,800	2,000
Blight Committee	421	15,540	1,540	(14,000)
Street Lighting	448	125,000	115,000	(10,000)
Senior Center	672	211,250	235,250	24,000

Tax Refunds/Bad Debt	899	52,500	45,500	(7,000)
Capital Outlay	900	212,500	106,200	(106,300)
			<b>Total</b>	<b>(83,300)</b>
<b>Beginning Fund Balance</b>	1,579,900	4/1/19		
<b>Estimated Revenues:</b>	2,615,245			
<b>Estimated Expenses:</b>	(2,774,560)			
<b>Estimated Ending Fund Balance:</b>	1,420,585	3/31/20		

Police			
	Original/Amended	New	Difference
Revenue	1,113,825	1,130,525	16,700
Expenses	1,129,760	1,134,360	4,600
<b>Beginning Fund Balance</b>	268,892	4/1/19	
<b>Estimated Revenues:</b>	1,130,525		
<b>Estimated Expenses:</b>	(1,134,360)		
<b>Estimated Ending Fund Balance:</b>	265,057	3/31/20	

Clubhouse/Recreation			
	Original/Amended	New	Difference
Revenue	388,500	385,500	(3,000)
Expenses	616,115	507,365	(108,750)
<b>Beginning Fund Balance</b>	354,326	4/1/19	
<b>Estimated Revenues:</b>	630,105		
<b>Estimated Expenses:</b>	(507,365)		
<b>Estimated Ending Fund Balance:</b>	477,066	3/31/20	

Revolving			
	Original/Amended	New	Difference
Revenue	85,000	85,000	0
Expenses	145,050	50	(145,000)
<b>Beginning Fund Balance</b>	1,019,260	4/1/19	
<b>Estimated Revenues:</b>	85,000		
<b>Estimated Expenses:</b>	(49,750)		
<b>Estimated Ending Fund Balance:</b>	1,054,510	3/31/20	

Library			
	Original/Amended	New	Difference
Revenue	174,280	173,890	(390)
Expenses	174,200	174,450	250

<b>Beginning Fund Balance</b>	146,050	4/1/19	
<b>Estimated Revenues:</b>	173,890		
<b>Estimated Expenses:</b>	(174,450)		
<b>Estimated Ending Fund Balance:</b>	145,490	3/31/20	

<b>Sewer</b>			
	<b>Original/Amended</b>	<b>New</b>	<b>Difference</b>
<b>Revenue</b>	369,500	369,500	0
<b>Expenses</b>	391,770	401,850	10,080
<b>Beginning Net Position:</b>	1,409,057	4/1/19	
<b>Estimated Revenues:</b>	369,500		
<b>Estimated Expenses:</b>	(401,850)		
<b>Estimated Ending Net Position:</b>	1,376,707	3/31/20	

<b>Water</b>			
	<b>Original/Amended</b>	<b>New</b>	<b>Difference</b>
<b>Revenue</b>	650,500	649,500	(1,000)
<b>Expenses</b>	676,810	690,500	13,690
<b>Beginning Net Position:</b>	2,303,277	4/1/19	
<b>Estimated Revenues:</b>	649,500		
<b>Estimated Expenses:</b>	(690,500)		
<b>Estimated Ending Net Position:</b>	2,262,277	3/31/20	

<b>Roads</b>			
	<b>Original/Amended</b>	<b>New</b>	<b>Difference</b>
<b>Revenue</b>	289,000	286,000	(3,000)
<b>Expenses</b>	179,900	233,700	53,800
<b>Beginning Fund Balance</b>	279,245	4/1/19	
<b>Estimated Revenues:</b>	286,000		
<b>Estimated Expenses:</b>	(233,700)		
<b>Estimated Ending Fund Balance:</b>	331,545	3/31/20	

**W/S C - Policies (10j.):** Motion by Boogren, supported by Adams, to approve the Water/Sewer Committee's policies, as presented. Motion carried 4-1.

Any usage over 50,000 gallons above a customer's average, would pay their 3-month average bill along with a production cost of \$.001 per gallon up to a total bill of \$1,000 for the billing period for residential service.

No credit for anything less than \$40 per month over their 3-month average bill.

**W/S C – 179 N. Maple St. (10k.):** Motion by Boogren, supported by Adams, to approve adjusting the water/sewer bill for 179 North Maple Street, as is recommended by the Water/Sewer Committee. Motion carried.

**W/S C – 181 N. Maple St. (10l.):** Motion by Borrett, supported by Adams, to approve adjusting the water/sewer bill for 181 North Maple Street, as recommended by the Water/Sewer Committee. Motion carried.

**W/S C – 242/244 Maple St. (10m.):** Motion by Adams, supported by Boogren, to approve the action requested by the Water/Sewer Committee. Trustee Armatti questioned why they were not approving the action. Bookkeeper Rodgers explained the Ordinance does not let users disconnect. Motion carried.

**W/S C – 216 N. Elm St. (10n.):** Motion by Boogren, supported by Adams, to approve adjusting the water/sewer bill for 216 North Elm Street, as recommended by the Water/Sewer Committee. Motion carried.

**W/S C – 190 N. Oak St. (10o.):** Motion by Adams, supported by Boogren, to approve the recommendation from the Water/Sewer Committee, to take no action on this request. Motion carried.

**W/S Committee Composition (10p.):** Motion by Boogren, supported by Adams, to rescind action taken on the November 21<sup>st</sup> Board Meeting which was made by Boogren and stated, reform the Water Committee Board to include 1 Board Member, 1 Employee and 3 water users, which we will solicit applications. Other employees will need to be present to answer any questions. Supervisor Boogren explained our current Water/Sewer Committee is to continue in its present form, continuing to do its present work, which is adjudicating individual water/sewer customers request for action based on water/sewer bills or events. We had only received two requests from citizens wishing to join the committee. Supervisor Boogren will still assist users with concerns. Motion carried.

**PW – Purchase Kubota Tires (10q.):** Motion by Borrett, supported by Armatti, to approve purchasing Kubota Tires from Woodbury Tractor, totaling \$1,600.00. Motion carried.

**PW – Purchase Tools (10r.):** Motion by Boogren, supported by Adams, to approve purchasing tools for Public Works from Auto Value, totaling \$705.78. Supervisor Boogren explained these tools would eliminate employee using their own tools. Motion carried.

**PW – Hire Laborer (10s.):** Motion by Boogren, supported by Armatti, to approve the hiring of Brad Macario to fill the vacant Public Works Laborer position. Motion carried.

**Cemetery Lot Buy Back (10t.):** Motion by Borrett, supported by Roberts, to approve buying back a cemetery lot, as presented. Motion carried.

**DISCUSSION ITEMS:**

**Fire Dept Millage (11a.):** Trustee Adams commented on the rising costs of firefighting equipment. He suggested asking the Forsyth Township Residents for a small millage to help with the costs of future equipment.

**Election Worker Pay (11b.):** Clerk Borrett suggested increased pay for election workers. She commented on the increasing complications and hours needed to complete elections. She will provide figures for the increase.

**Subdivision Control Ordinance Review (11c.):** Trustee Adams commented on the organization of Fralick Heights. There may be deed restrictions involved.

**Motion by Boogren, supported by Adams, to file this Ordinance as reviewed and retained due to the potential of unknown legal ramifications of rescinding it. Further research of Ordinance 3-75 will be made. Motion carried.**

**OLD BUSINESS:** None

**CORRESPONDENCE:**

**Sewer Back Up (13a.):** Supervisor Boogren stated that the Thomma's letter was in reference to a sewer back-up at their home. He and Bookkeeper Rodgers have been in communications with the Township's Insurance and will get back to the Thomma's when the insurance has concluded its analysis.

**Public Comment:** Tom Jakubiak commented on water exemptions. A resident commented on removal from the water system and reduced fees. Rhonda Hartzell commented on the sewer back-up. Dona Kevern commented on the ice race this Saturday.

**Board Comment:** Trustee Adams commented on Public Works snow removal. Supervisor Boogren commented on all employees and snow removal. Supervisor Boogren and Trustee Adams commented on the ice racing track. Supervisor Boogren commented on Coach Dion's passing.

**Adjournment:** Supervisor Boogren adjourned the meeting at 7:19 p.m.

Respectfully submitted,

Stacy Filizetti  
Board Secretary

Michelle Borrett  
Forsyth Township Clerk