

**Forsyth Township Board
Special Meeting
Gwinn Community Center
March 20, 2020**

Supervisor Boogren called the meeting to order at 2:00 p.m.

Board Members Present: Supervisor Boogren, Clerk Borrett (via telephone), Treasurer Roberts (via telephone), and Trustee Adams. Supervisor Boogren stated, per executive order guidance, two Board Members were in person and two Board Members were attending virtually, per telephone, creating a quorum.

Board Members Absent: Trustee Armatti

Also Present: Bookkeeper Lynn Rodgers and Public Works Lead Man – Recreation, Buildings and Ground Len Fowler

Agenda: Motion by Adams, supported by Borrett, to approve the agenda as presented. Roll call: Trustee Adams – yes, Treasurer Roberts – yes, Clerk Borrett – yes, Supervisor Boogren – yes, Trustee Armatti – absent. Motion carried.

Budget Public Hearing: Supervisor Boogren opened the Budget Public Hearing at 2:02. He asked for any public comment regarding the 2020/2021 proposed budget. No public comment was offered. Supervisor Boogren closed the Budget Public Hearing at 2:03.

Public Comment: None

ACTION ITEMS:

Budget Adjustments (7a.): Motion by Boogren, supported by Roberts, to approve the Budget Adjustments, as presented. Roll call: Treasurer Roberts – yes, Clerk Borrett –yes, Supervisor Boogren – yes, Trustee Adams – yes, Trustee Armatti – absent. Motion carried.

**FORSYTH TOWNSHIP
BUDGET ADJUSTMENTS
20-Mar-20**

GENERAL FUND				
Department	Department #	Original/Amended	New	Difference
Revenue		2,615,245	2,619,530	4,285
Expense				
Legislative	101	13,990	13,490	(500)
Clerk	215	21,120	20,420	(700)
Board of Review	247	1,480	1,980	500
Treasurer	253	18,380	17,880	(500)

Office	260	103,640	111,740	8,100
Elections	262	9,570	10,570	1,000
Buildings & Grounds	265	205,620	224,170	18,550
Cemetery	276	42,435	40,835	(1,600)
Professional/Special Functions	299	62,000	58,000	(4,000)
Public Works	441	133,795	146,595	12,800
Road Work	446	875	1,000	125
Landfill	526	1,000	0	(1,000)
Transfer Station	528	56,315	58,920	2,605
Ambulance	651	152,685	167,650	14,965
Planning & Zoning Commission	721	3,665	4,380	715
Misc Insurance	851	35,110	32,500	(2,610)
Contingency	890	50,000	0	(50,000)
Misc Expenses/Support	851	26,000	29,300	3,300
Tax Rebates/Bad Debt	899	45,500	28,500	(17,000)
Capital Outlay	900	106,200	96,200	(10,000)
			Total	(25,250)
Beginning Fund Balance	1,579,900	4/1/19		
Estimated Revenues:	2,619,530			
Estimated Expenses:	(2,749,310)			
Estimated Ending Fund Balance:	1,450,120	3/31/20		

Police			
	Original/Amended	New	Difference
Revenue	1,130,525	1,127,485	(3,040)
Expenses	113,436	1,141,760	1,028,324
Beginning Fund Balance	268,892	4/1/19	
Estimated Revenues:	1,127,485		
Estimated Expenses:	(1,141,760)		
Estimated Ending Fund Balance:	254,617	3/31/20	

Clubhouse/Recreation			
	Original/Amended	New	Difference
Revenue	385,500	389,250	3,750
Expenses	507,365	513,665	6,300
Beginning Fund Balance	354,326	4/1/19	
Estimated Revenues:	630,105		
Estimated Expenses:	(513,665)		
Estimated Ending Fund Balance:	470,766	3/31/20	

Revolving			
	Original/Amended	New	Difference

Revenue	85,000	111,000	26,000
Expenses	49,750	49,750	0
Beginning Fund Balance	1,019,260	4/1/19	
Estimated Revenues:	111,000		
Estimated Expenses:	(49,750)		
Estimated Ending Fund Balance:	1,080,510	3/31/20	

Library	Original/Amended	New	Difference
Revenue	173,890	173,890	0
Expenses	174,450	199,450	25,000
Beginning Fund Balance	146,050	4/1/19	
Estimated Revenues:	173,890		
Estimated Expenses:	(199,450)		
Estimated Ending Fund Balance:	120,490	3/31/20	

Sewer	Original/Amended	New	Difference
Revenue	360,000	350,000	(10,000)
Expenses	401,850	426,950	25,100
Beginning Net Position:	1,409,057	4/1/19	
Estimated Revenues:	359,500		
Estimated Expenses:	(426,950)		
Estimated Ending Net Position:	1,341,607	3/31/20	

Water	Original/Amended	New	Difference
Revenue	649,500	641,000	(8,500)
Expenses	690,500	694,300	3,800
Beginning Net Position:	2,303,277	4/1/19	
Estimated Revenues:	641,000		
Estimated Expenses:	(694,300)		
Estimated Ending Net Position:	2,249,977	3/31/20	

Roads	Original/Amended	New	Difference
Revenue	286,000	289,300	3,300
Expenses	233,700	217,400	(16,300)

Beginning Fund Balance	279,245	4/1/19
Estimated Revenues:	289,300	
Estimated Expenses:	(217,400)	
Estimated Ending Fund Balance:	351,145	3/31/20

20/21 Budget (7b.): Motion by Adams, supported by Borrett, to pass a General Appropriations Act, consistent with the Uniform Chart of Accounts prescribed by the Department of Treasury as formal approval of the April 1, 2020 to March 31, 2021 fiscal year budget, by department for the following funds: General Operating, Police, Ambulance Equipment, Clubhouse/Recreation, Revolving, Library, Sewer System, Water System, and Roads Funds. Roll call: Treasurer Roberts – yes, Clerk Borrett –yes, Supervisor Boogren – yes, Trustee Adams – yes, Trustee Armatti – absent. Motion carried.

Emergency Spending Authority Policy (7c.): Motion by Boogren, supported by Adams, to authorize an amount, not to exceed \$20,000, for emergency spending for items specifically related to the COVID-19 emergency. Discussion ensued. Supervisor Boogren explained the need for Emergency Management Radios. Roll call: Trustee Adams – yes, Supervisor Boogren – yes, Clerk Borrett –yes, Treasurer Roberts – yes, Trustee Armatti – absent. Motion carried.

Accounts Payable (7d.): Motion by Roberts, supported by Adams, to approve the bills and vouchers as they have been presented, totaling \$134,413.46. Roll call: Clerk Borrett –yes, Trustee Adams – yes Supervisor Boogren – yes, Treasurer Roberts – yes, Trustee Armatti – absent. Motion carried.

**Forsyth Township
Bills For Approval
3/20/20**

Vendor	Description	Amount
Airgas	PW/FD Cylinder Rental and Gases	736.59
Adventure Centre	PD Snowmobile Parts	194.46
American Welding	EMS Oxygen	124.31
Auto Value	Various Dept Parts	2,016.70
Beauchamp Plumbing & Heating	CH Plumbing Repair	341.25
Bell Physician Practices	EMS Testing	55.00
BS&A Software	A/Z and Office Software	27,830.00
Borrett, Michelle	Election Lunch Reimbursement	127.17
City of Marquette	Bacteriological Analysis	150.00
College Laundry	Various Dept Carpet/Uniform Svc	336.74
Compudyne	Computer Support & Hardware	4,527.70
ElectionSource	Election Supplies	179.94
Embroidery Wear House	EMS Uniform Alterations	120.00
Fahey Schultz Burzych Rhodes PLC	Attorney Fees	1,094.00
Galls	PD/EMS Uniforms	556.11
Gordon Food Store	CH Concession Stand	144.04

Harris	Computer Support	10,571.36
Kountry Korner	PD Fuel	15.84
Marquette County Health Dept	SC Food License Renewal	386.00
Marthaler	PW Parts	188.96
Menards	Supplies for Various Depts	320.17
Michigan Assoc of Chiefs	PD Dues	115.00
Mike Jakubowski	DOT Physical Reimbursement	160.00
Midway Rentals	PW Uniforms	78.99
MML	Property/Liability Renewal	70,808.00
Modeltown Express	Various Dept Fuel	494.23
NFPA	FD Dues	175.00
Northern Awning	EMS Building Window Repair	427.61
Pitney Bowes	Postage and Supplies	914.95
Pomasl Fire Equipment	FD Uniforms	2,171.89
Pride Printing	Envelopes	218.62
Quill	Office Supplies	647.88
Range Telecommunications	Miss Dig and Police Server Upgrade	231.51
R&R Fire Truck Repair	FD Truck Repair	1,926.89
Spectrum Printers	Election Supplies	169.41
State of Michigan	PD/EMS Tokens/Assessment	388.15
The Mining Journal	Publishing	73.59
The Office Planning Group	Copier Maintenance	156.21
TransUnion	PD Background Checks	50.00
UPEA	Engineering Services	347.68
UP Kubota	PW Kubota Parts	516.86
USA Blue Book	Water Parts	180.83
Walt Patterson	PW Oil	60.00
Wex Bank	Various Dept Fuel	2,568.72
Wolverine Door Service	FD Door Repair	1,515.10
	TOTAL	134,413.46

DISCUSSION ITEMS: None

Public Comment: None

Board Comment: The Board thanked the staff and community during this very trying time.

Adjournment: Supervisor Boogren adjourned the meeting at 2:15 p.m.

Respectfully submitted,
 Stacy Filizetti
 Board Secretary

Michelle Borrett
 Forsyth Township Clerk