

**Forsyth Township Board  
Regular Meeting  
Virtual Zoom Meeting 86789684011  
March 25, 2021**

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

**Board Members Present:**

Supervisor Boogren: Remotely from Forsyth Township, Marquette County, Michigan  
Clerk Borrett: Remotely from Forsyth Township, Marquette County, Michigan  
Treasurer Kevern: Remotely from Forsyth Township, Marquette County, Michigan  
Trustee Bodenus: Remotely from Forsyth Township, Marquette County, Michigan  
Trustee Heikkila: Remotely from Forsyth Township, Marquette County, Michigan

**Board Members Absent:** None

**Also Present:** Attorney Kyle O’Meara Administrator of the virtual/teleconferencing meeting, Attorney Marin, a number of township employees and concerned citizens.

**Approval of Minutes:** Motion by Borrett, supported by Kevern, to approve the Minutes from the February 25, 2021 Regular Board Meeting and March 11, 2021 Special Board Meeting, as presented. Trustee Heikkila asked about the Ballfield Building Funds. Supervisor Boogren explained it was from a DNR Grant Trust Fund. Roll call: Supervisor Boogren – yes, Clerk Borrett – yes, Treasurer Kevern – yes, Trustee Bodenus – yes, Trustee Heikkila – yes. Motion carried.

**Budget Public Hearing:** Supervisor Boogren opened the Public Hearing at 6:35pm, asking for any Public Comments regarding the Budget. Attorney O’Meara explained how to participate for Public Comments. No comments were offered. Supervisor Boogren closed the Public Hearing at 6:37pm.

**Agenda:** Motion by Borrett, supported by Bodenus, to approve the agenda as presented, with the addition of 10n. Contract for Township Website Services with My Web Maestro, 10o. Hire Two Firefighters, 10p. Appoint two Members to the Local Committee on Aging and 11f. Great Lakes Rodeo 2021. Roll call: Treasurer Kevern – yes, Clerk Borrett – yes, Trustee Heikkila - yes, Supervisor Boogren – yes, Trustee Bodenus - yes. Motion carried.

**Public Comment:** Attorney O’Meara again explained the different ways to offer a comment. Julie Jantzen commented on Ice Racing.

Steve Lett, a commissioner with Michigan Independent Citizens Redistricting Commission, gave a presentation regarding the redistricting. Board Members asked for clarification of a few points.

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

Supervisor Boogren congratulated Detective Stephen Mills as Forsyth Township Officer of the Year.

**Attorney's Report:** Attorney Marin commented on the Horseshoe Lake Campground. The Manninen Blight has been inspected and is proceeding. Attorney Fahey has offered information regarding Opting in to Marihuana Facilities. Supervisor Boogren asked Attorney Marin to review an email sent regarding Road Committee matters.

**Approval of Bills & Vouchers:** Motion by Boogren, supported by Kevern, to approve the bills and vouchers totaling \$193,916.20, as presented. Roll call: Trustee Bodenus – yes, Supervisor Boogren – yes, Trustee Heikkila – yes, Clerk Borrett – abstained, Treasurer Kevern – yes. Motion carried.

**Forsyth Township  
Bills For Approval  
3/25/20**

<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
Airgas	PW/FD Cylinder Rental and Gases	168.11
American Welding	EMS Oxygen	51.03
Auto Value	Various Dept Parts	2,065.41
Bell Physician Practices	EMS Testing	110.00
City of Marquette	Water Bacteriological Analysis	75.00
City Sales	FD SCBA Refills	60.00
College Laundry	Various Dept Carpet/Uniform Svc	269.07
Compudyne	Computer Support & Hardware	934.39
Elcom	EMS Speaker	203.00
Emergency Medical Products	EMS Medical Supplies	170.94
Fahey Schultz Burzych Rhodes PLC	Attorney Fees	1,438.50
Fox Marquette	PD Vehicle Repair	165.60
Harris	Software Conversion	1,500.00
Marin Law Firm	Attorney Fees	874.80
Menards	Various Dept Supplies	398.48
MERS	Employee Retirement Plan	100,000.00
Michelle Borrett	Reimbursement for Pest Control	650.00
MML	Prop/Liability Insurance Renewal	71,431.00
North Country Disposal	PW Transfer Station Dumpsters	250.00
Northern Michigan University	PD Dues	1,200.00
Quill	Various Dept Office Supplies	249.77
Range Telecommunications	Miss Dig	66.58
Remy Battery	FD Battery	24.46
State of Michigan	EMS/PD QA/Printing	586.11
Swick	Office Boiler Repair	330.00
The Mining Journal	Publishing	374.07
The Office Planning Group	Copier	169.99
TransUnion	PD Background Checks	75.00

UPEA	Engineering	319.68
UP Kubota	PW Parts	359.30
UP Office	SC Copier	308.10
WEX	Various Dept Fuel	2,504.88
<b>TOTAL</b>		<b>187,383.27</b>

**Forsyth Township  
Additional Bills For Approval  
3/25/20**

<b>Vendor</b>	<b>Purpose</b>	<b>Amount</b>
Ace Hardware	Misc. Supplies	243.26
Auto Value	Misc. Parts	53.07
Crossroads Truck Repair	Garbage Truck Repair	2,199.00
Dalco	Building Supplies-Clubhouse	241.53
Elcom	Belt Clip-Fire	12.50
Emergency Medical Supply	EMS Supplies	260.94
Fire-Rescue Supply, LLC	Gloves-Fire	900.00
Froberg's	Boot-Jancsi	250.00
Globe Printing	Ticket Labels-Police	165.36
Marquette County Health Department	Food Service License-Senior Center	195.00
Menards	Supplies-Fire	19.97
Modeltown Express	Gas/Diesel	461.30
Quill Corporation	Office Supplies-Senior Center & Police	58.66
Snyder Drug Store	Supplies-Police & EMS	273.34
State of Michigan	Token Fee-Police	114.00
Wage Works	COBRA Implementation	290.00
Wicklander-Zulawski & Associates	Training for Mills-Police	795.00
		<b>6,532.93</b>
<b>Original Bill Listing</b>		<b>187,383.27</b>
<b>Total Accounts Payable</b>		<b>193,916.20</b>

Voucher Numbers for GO, Police, Clubhouse, Ambulance, Library, Water & Sewer: 83237-83372

Voucher Numbers for Taxes 2021-2038

**ACTION ITEMS:**

**FY 2021-2022 Budget (10a.):** Motion by Borrett, supported by Bodenus, 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, 2021 to March 31, 2022 fiscal year budget, by department for the following funds: General Operating, Police, Ambulance Equipment, Clubhouse/Recreation, Library, Township Improvement, Sewer System, Water System and Road Funds. Roll call: Supervisor Boogren – yes, Clerk Borrett – yes, Treasurer Kevern – yes, Trustee Heikkila – yes, Trustee Bodenus - yes. Motion carried.

**PD – Purchase Patrol Vehicle (10b.):** Motion by Bodenus, supported by Kevern, to approve the Police Department ordering a 2021 Ford Explorer Police package. Roll call: Trustee Bodenus – yes, Trustee Heikkala – yes, Clerk Borrett – yes, Treasurer Kevern – yes, Supervisor Boogren – yes. Motion carried.

**Budget Adjustments (10c.):** Motion by Borrett, supported by Kevern, to approve the budget adjustments for fiscal year 2020/21, as presented. Roll call: Clerk Borrett – yes, Supervisor Boogren – yes, Trustee Heikkala – yes, Trustee Bodenus – yes, Treasurer Kevern – yes. Motion carried.

**FORSYTH TOWNSHIP  
BUDGET ADJUSTMENTS  
25-Mar-21**

GENERAL FUND Department	Department #	Original/Amended	New	Difference
<b>Revenue</b>		2,881,385	2,907,125	25,740
<b>Expense</b>				
Legislative	101	13,990	13,540	(450)
Supervisor	171	26,490	23,690	(2,800)
Audit	202	4,200	4,140	(60)
Assessing/Zoning	209	249,100	244,950	(4,150)
Clerk	215	21,120	20,220	(900)
Treasurer	253	18,380	16,630	(1,750)
Tax Office	254	15,000	17,000	2,000
Office	262	107,775	116,900	9,125
Elections	262	18,550	17,350	(1,200)
Buildings & Grounds	265	183,765	167,115	(16,650)
Attorney	266	30,000	45,000	15,000
Cemetery	276	24,200	22,545	(1,655)
Professional Services	299	68,000	56,000	(12,000)
Fire	336	142,000	134,100	(7,900)
SOA	337	1,000	400	(600)
Blight Committee	421	1,540	740	(800)
NMIS	426	11,560	2,905	(8,655)
Public Works	441	154,900	158,400	3,500
Landfill	526	1,000	0	(1,000)
Transfer Station	528	64,515	70,000	5,485
Ambulance	651	160,650	163,200	2,550
Senior Center	672	211,900	222,300	10,400
Zoning Board of Appeals	722	1,610	1,810	200
Insurance	851	33,910	31,800	(2,110)

Contingency	890	50,000	0	(50,000)
Misc Office				
Supplies/Support	895	27,800	22,800	(5,000)
Misc Tax/Bad Debt				
Expense	899	45,500	24,000	(21,500)
Capital Outlay	900	216,925	236,925	20,000
Transfers Out	965	752,650	874,600	121,950
			<b>Total</b>	51,030
<b>Beginning Fund Balance</b>	1,702,377	4/1/20		
<b>Estimated Revenues:</b>	2,907,125			
<b>Estimated Expenses:</b>	(2,852,275)			
<b>Estimated Ending Fund Balance:</b>	1,757,227	3/31/21		

<b>Police</b>				
	<b>Original/Amended</b>	<b>New</b>	<b>Difference</b>	
<b>Revenue</b>	1,071,340	1,108,100	36,760	
<b>Expenses</b>	1,145,120	1,178,870	33,750	
<b>Beginning Fund Balance</b>	329,697	4/1/20		
<b>Estimated Revenues:</b>	1,108,100			
<b>Estimated Expenses:</b>	(1,178,870)			
<b>Estimated Ending Fund Balance:</b>	258,927	3/31/21		

<b>Ambulance Equipment</b>				
	<b>Original/Amended</b>	<b>New</b>	<b>Difference</b>	
<b>Revenue</b>	107,500	104,600	(2,900)	
<b>Expenses</b>	37,600	37,600	0	
<b>Beginning Fund Balance</b>	382,066	4/1/20		
<b>Estimated Revenues:</b>	104,600			
<b>Estimated Expenses:</b>	(37,600)			
<b>Estimated Ending Fund Balance:</b>	449,066	3/31/21		

<b>Clubhouse/Recreation</b>				
	<b>Original/Amended</b>	<b>New</b>	<b>Difference</b>	
<b>Revenue</b>	417,145	428,065	10,920	
<b>Expenses</b>	488,270	489,370	1,100	
<b>Beginning Fund Balance</b>	530,645	4/1/20		
<b>Estimated Revenues:</b>	428,065			
<b>Estimated Expenses:</b>	(489,370)			

<b>Estimated Ending Fund Balance:</b>	469,340	3/31/21
---------------------------------------	---------	---------

<b>Library</b>			
	<b>Original/Amended</b>	<b>New</b>	<b>Difference</b>
<b>Revenue</b>	175,300	175,300	0
<b>Expenses</b>	166,170	168,070	1,900
<b>Beginning Fund Balance</b>	123,859	4/1/20	
<b>Estimated Revenues:</b>	175,300		
<b>Estimated Expenses:</b>	(168,070)		
<b>Estimated Ending Fund Balance:</b>	131,089	3/31/21	

<b>Township Improvement</b>			
	<b>Original/Amended</b>	<b>New</b>	<b>Difference</b>
<b>Revenue</b>	76,000	125,150	49,150
<b>Expenses</b>	131,550	131,550	0
<b>Beginning Fund Balance</b>	1,082,483	4/1/20	
<b>Estimated Revenues:</b>	125,150		
<b>Estimated Expenses:</b>	(131,550)		
<b>Estimated Ending Fund Balance:</b>	1,076,083	3/31/21	

<b>Sewer</b>			
	<b>Original/Amended</b>	<b>New</b>	<b>Difference</b>
<b>Revenue</b>	356,000	366,110	10,110
<b>Expenses</b>	446,875	462,900	16,025
<b>Beginning Net Position:</b>	970,961	4/1/20	
<b>Estimated Revenues:</b>	366,110		
<b>Estimated Expenses:</b>	(462,900)		
<b>Estimated Ending Net Position:</b>	874,171	3/31/21	

<b>Water</b>			
	<b>Original/Amended</b>	<b>New</b>	<b>Difference</b>
<b>Revenue</b>	618,500	631,610	13,110
<b>Expenses</b>	671,290	708,350	37,060
<b>Beginning Net Position:</b>	1,832,610	4/1/20	
<b>Estimated Revenues:</b>	631,610		
<b>Estimated Expenses:</b>	(708,350)		

<b>Estimated Ending Net Position:</b>	1,755,870 3/31/21
---	-------------------

<b>Roads</b>	<b>Original/Amended</b>	<b>New</b>	<b>Difference</b>
<b>Revenue</b>	329,000	332,325	3,325
<b>Expenses</b>	298,560	298,560	0
<b>Beginning Fund Balance</b>	356,702	4/1/20	
<b>Estimated Revenues:</b>	332,325		
<b>Estimated Expenses:</b>	(298,560)		
<b>Estimated Ending Fund Balance:</b>	390,467	3/31/21	

**A Jacobson Landscaping Spring Maintenance Estimates (10d.):** Motion by Boogren, supported by Borrett, to approve the spring maintenance estimates from A Jacobson Landscaping as presented, totaling \$16,180.00. Supervisor Boogren would like the Red Pines in Nordeen Park assessed by a licensed arborist. He will contact the arborist. Roll call: Treasurer Kevern – yes, Clerk Borrett – yes, Trustee Bodenus – yes, Supervisor Boogren – yes, Trustee Heikkala – yes. Motion carried.

**Cemetery Lot Buyback (10e.):** Motion by Bodenus, supported by Boogren, to approve the request from Carol Sarasin to buy back their cemetery lot. Roll call: Trustee Bodenus – yes, Clerk Borrett – yes, Treasurer Kevern – yes, Trustee Heikkala – yes, Supervisor Boogren – yes. Motion carried.

**FD – Fire Fighter to Reserves (10f.):** Motion by Boogren, supported by Borrett, to approve adding Mike Kirkwood to the Fire Department Reserves. Roll call: Clerk Borrett – yes, Supervisor Boogren – yes, Treasurer Kevern – yes, Trustee Heikkala – yes, Trustee Bodenus - yes. Motion carried.

**FD – Purchase Batteries (10g.):** Motion by Borrett, supported by Bodenus, to approve the Fire Department purchasing batteries for radios, totaling \$682.00. Roll call: Treasurer Kevern – yes, Clerk Borrett – yes, Trustee Bodenus – yes, Supervisor Boogren – yes, Trustee Heikkala – yes. Motion carried.

**FD – Bunker Gear (10h.):** Motion by Borrett, supported by Boogren, to approve the Fire Department buying Bunker Gear for \$2,300.00. Roll call: Supervisor Boogren – yes, Treasurer Kevern – yes, Trustee Heikkala – yes, Clerk Borrett – yes, Trustee Bodenus – yes. Motion carried.

**PD – Health Insurance (10i.):** Motion by Boogren, supported by Borrett, to approve the Police Union being added to the USW health plan, as presented. Roll call: Clerk Borrett – yes, Trustee Heikkala – yes, Supervisor Boogren – yes, Trustee Bodenus – yes, Treasurer Kevern – yes. Motion carried.

**PD – Purchase LifePaks (10j.):** Motion by Kevern, supported by Borrett, to approve the Police Department purchasing 3 LifePaks, totaling \$3,338.61. Roll call: Trustee Bodenus – yes, Clerk Borrett – yes, Trustee Heikkala – yes, Treasurer Kevern – yes, Supervisor Boogren – yes. Motion carried.

**W/S Committee – NorthernAire Mobile Estates (10k.):** Motion by Boogren, supported by Borrett, to approve adjusting the NorthernAire Mobile Estates bill, as recommended by the Water Committee. Roll

call: Treasurer Kevern – yes, Supervisor Boogren – yes, Trustee Heikkila – yes, Trustee Bodenus – yes, Clerk Borrett – yes. Motion carried.

**Roads Committee – Act 51 Money Request Letter (10l.):** Motion by Boogren, supported by Borrett, to not approve the letter from the Roads Committee to the Marquette County Road Commission, as presented. Discussion ensued. Supervisor Boogren explained Marquette County Road Committee has addressed the issues and the letter needs to be reviewed prior to acting. He explained a fire truck got stuck on South Shag Lake Drive, which is a paved road, while on route to a structure fire. State Representatives are looking for emergency funding to repair the road. Roll call: Trustee Bodenus – yes, Trustee Heikkila – yes, Treasurer Kevern – yes, Clerk Borrett – yes, Supervisor Boogren – yes. Motion carried.

**MERS Agreement Addendums (10m.):**

Motion by Boogren, supported by Bodenus, to approve MERS Agreement Addendum for Division Number 521201HB (Steelworkers after 11/1/15), as presented. Roll call: Clerk Borrett – yes, Trustee Heikkila – yes, Supervisor Boogren – yes, Trustee Bodenus – yes, Treasurer Kevern – yes. Motion carried.

Motion by Boogren, supported by Borrett, to approve MERS Agreement Addendum for Division Number 521201HA (Police Officers after 4/1/14), as presented. Roll call: Supervisor Boogren – yes, Clerk Borrett – yes, Treasurer Kevern – yes, Trustee Bodenus – yes, Trustee Heikkila – yes. Motion carried.

Motion by Boogren, supported by Bodenus, to approve MERS Agreement Addendum for Division Number 521201110393 (Police Chief after 1/1/15), as presented. Roll call: Treasurer Kevern – yes, Clerk Borrett – yes, Trustee Heikkila – yes, Supervisor Boogren – yes, Trustee Bodenus – yes. Motion carried.

Motion by Boogren, supported by Borrett, to approve MERS Agreement Addendum for Division Number 52120101 (Steelworkers), as presented. Roll call: Trustee Bodenus – yes, Supervisor Boogren – yes, Trustee Heikkila – yes, Clerk Borrett – yes, Treasurer Kevern – yes. Motion carried.

Motion by Boogren, supported by Kevern, to approve MERS Agreement Addendum for Division Number 52120102 (Police Officers), as presented. Roll call: Supervisor Boogren – yes, Treasurer Kevern – yes, Trustee Heikkila – yes, Clerk Borrett – yes, Trustee Bodenus – yes. Motion carried.

Motion by Boogren, supported by Borrett, to approve MERS Agreement Addendum for Division Number 52120110 (Admin Employees), as presented. Roll call: Trustee Bodenus – yes, Clerk Borrett – yes, Treasurer Kevern – yes, Trustee Heikkila – yes, Supervisor Boogren – yes. Motion carried.

**Website Contract (10n.):** Motion by Bodenus, supported by Borrett, to approve website services of My Web Maestro. Supervisor Boogren briefed the proposal. He explained he solicited bids from 4 businesses. This was the only proposal received. Roll call: Clerk Borrett – yes, Supervisor Boogren – yes, Treasurer Kevern – yes, Trustee Heikkila – yes, Trustee Bodenus – yes. Motion carried.

**Hire Two Firefighters (10o.):** Motion by Borrett, supported by Kevern, to hire two Firefighters, Jared Hardy and Joseph Boogren. Roll call: Trustee Bodenus – yes, Trustee Heikkila – yes, Treasurer Kevern – yes, Supervisor Boogren – abstained, Clerk Borrett – yes. Motion carried.



**Appoint two Members to the Local Committee on Aging (10p.):** Motion by Boogren, supported by Bodenus, to appoint Lisa Pellegrini and Joanne Wilcox to Local Committee on Aging. Roll call: Treasurer Kevern – yes, Trustee Heikkila – yes, Trustee Bodenus – yes, Clerk Borrett – yes, Supervisor Boogren – yes. Motion carried.

**DISCUSSION ITEMS:**

**Fire Fighter Office Pay (11a.):** Supervisor Boogren sent the Board a memorandum for suggested officer pay. Trustee Heikkila asked if the pay proposed was standard with other township. Supervisor Boogren explained he made the suggested pay relevant to Board Members and Deputies.

**Motion by Bodenus, supported by Borrett, to initiate an annual stipend for the Fire Chief, Assistant Chief, Captains and Lieutenants of the Forsyth Township Fire Department to be paid on the first pay period following the commencement of the Townships fiscal year April 1, 2021.** Roll call: Supervisor Boogren – yes, Clerk Borrett – yes, Treasurer Kevern – yes, Trustee Heikkila – yes, Trustee Bodenus – yes. Motion carried.

**Marihuana Facilities (11b.):** Supervisor Boogren stated that research is ongoing. Trustee Bodenus stated he and Clerk Borrett are working on a draft ordinance. They are entertaining ideas from the Planning Commission Members. Clerk Borrett asked the rest of the Board for any feedback.

**Update Township Website (11c.):** See action item 10n.

**Municipal Civil Infraction Ordinance Review (11d.):** Supervisor Boogren and Attorney Marin noted it was an adequate ordinance. This ordinance has been reviewed. It was the consensus of the Board to accept the ordinance as it has been written. No changes are required.

**Board Member Committee Pay (11e.):** Clerk Borrett recapped an email that was sent by Supervisor Boogren. Supervisor Boogren commented on Board Member statutory duties. More research will be done.

**Great Lakes Rodeo (11f.):** Supervisor Boogren stated Representative Jessie Melchori would like the Great Lakes Rodeo to be held at the Ice Track property. It will be held June 18<sup>th</sup> and 19<sup>th</sup>. She stated the competitions will be completed prior to 10:00pm each night. Clerk Borrett commented on the lease agreement with the Gwinn Ice Racing Association. She also commented on campers and livestock. It will be asset to the local economy.

**Motion by Boogren, supported by Kevern, to welcome Great Lakes Rodeo to Forsyth Township.** Roll call: Trustee Heikkila – yes, Trustee Bodenus – yes, Treasurer Kevern – yes, Clerk Borrett – yes, Supervisor Boogren – yes. Motion carried.

Supervisor Boogren will act as the liaison between Great Lakes Rodeo and the Forsyth Township Board.

**OLD BUSINESS:** None

**CORRESPONDENCE:** None

**Public Comment:** Attorney O’Meara again explained how to make Public Comment. Kyle Aho thanked the Water/Sewer Committee and the Board. Donna Adams commented on the Ice Track property area. Adam Cournaya commented on Marihuana Facilities.

**Board Comment:** Clerk Borrett thanked Kyle Aho and his wife for improvements to the community. Supervisor Boogren thanked all.

**Adjournment:** Supervisor Boogren adjourned the meeting at 7:53 p.m.

Respectfully submitted,

Stacy Linnee  
Board Secretary

Michelle Borrett  
Forsyth Township Clerk