

**Forsyth Township Board
Regular Meeting
Gwinn Community Center
January 25, 2024**

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

Board Members Present: Supervisor Boogren, Clerk Lauren, Treasurer Kevern, Trustee Heikkila and Trustee Bodenus

Board Members Absent: None

Also Present: Attorney Nordeen, a number of township employees and concerned citizens.

Approval of Minutes: Motion by Kevern, supported by Bodenus, to approve the Minutes from the December 28, 2023 Board Meeting, as presented. Motion carried.

Agenda: Motion by Kevern, supported by Boogren, to approve the agenda with the amendments of moving action item 10h. Township Manager to 11a. removing 11a. Grant Writer from discussion and change 10i. action item from Roll Off Truck to Big Three Gaming License. Clerk Lauen would also like to add discussion to Michigan Municipal League Executive Search. This will be included in 11a. Trustee Bodenus added 11d. Water Bond and 11e. 2022 Michigan Clean Water Grant. Motion amended by Kevern, support amended by Boogren, to encompass all changed. Motion carried.

Public Comment: Gene Suardini commented on heavy truck traffic on Iron Street.

Department Reports: The following reports were placed on file: Assessing, Zoning, Senior Center, Fire, Library, Police, Public Works, General Operating Financial and Emergency Management. Trustee Bodenus asked Superintendent of Public Works Jancsi for the status of the Lead Line Service Line survey. Superintendent Jancsi stated we are online to complete it before the deadline. Supervisor Boogren asked EMS Liaison Trustee Heikkila to follow up with EMS regarding their missing reports.

Attorney’s Report: Attorney Nordeen referred to a report he handed out to the Board Members. There are no litigations currently. He welcomed any questions from the Board. None were offered.

Approval of Bills & Vouchers: Motion by Boogren, supported by Heikkila, to approve the bills and vouchers totaling \$225,494.84, as presented. Treasurer Kevern abstained. Motion carried 4-0.

**Forsyth Township
Bills For Approval
1/25/24**

Vendor	Description	Amount
Adventure Centre	PD Parts	1,491.90
Airgas	PW Cylinder Rental	39.12
Amazon Capital Services	PD Supplies	508.99
American Welding & Gas	EMS Oxygen	127.05

Auto Value	Various Dept Parts	1,332.36
Michelle Borrett	SC Reimbursement for Party Supplies	44.67
City of Marquette	PW Bacteriological Analysis	75.00
Dalco	PW Supplies	80.25
Dan Novak	EMS Reimbursement for Testing	137.00
Drug Screen Plus	Drug Testing	32.00
Election Source	Election Supplies	1,845.00
Emergency Medical Products	EMS Medical Supplies	777.02
Fox Negaunee	PW Parts	215.99
Galls	PD Uniforms	171.71
Integris	Computer Support & Equipment	4,660.30
Industrial Marketing	PW Parts	26.44
Holiday Cleaners	PD EMS Uniforms	292.85
Jacobson's Excavating	Down Payment Demo Shady Lane	10,200.00
Josh Preston	Reimbursement for Supplies	310.80
Karlie Misenhelder	Reimbursement for Testing	35.00
LSCP	Membership Renewal	360.00
Lunghamer Ford	PD New Patrol Vehicle	45,240.00
MDOT	M-35 Project	120,170.10
Menards	Various Dept Supplies	437.35
Midway Rentals	PW Clothing	182.04
MJ Construction	Drop Box	100.00
Modeltown Express	Various Dept Fuel	3,654.34
North Country Disposal	Dump Recycles	305.00
NMU	PD Consortium Dues	1,200.00
O'Dea, Nordeen and Pickens	Attorney Fees	886.00
Pomp's Tire	PW Tires	950.00
Pomasl	FD Supplies	3,592.53
Quill	Various Dept Supplies	153.39
Remy Battery	PW Batteries	315.06
Signs Unlimited	PD Graphics	385.00
Snyder Drug	Various Depts Supplies	287.26
Spectrum Printers	Election Supplies	1,409.61
Tanya Savage	EMS Reimbursement for Testing	34.00
The Mining Journal	Publishing	229.60
The Office Planning Group	Copier Maintenance	396.00
Todd Patterson	Reimbursement for Oil	232.40
TransUnion	PD Background Checks	150.00
UniFirst	Uniform and Carpet Service	300.11
UPEA	Engineering	378.00

UPAA	Zoning Training	5.00
UP Health System	EMS Training	6,500.00
UP Lab Testing	PW Testing	30.00
UP Off Road	PW Parts	67.57
US Post Office	PD Box Renewal	118.00
Total		210,471.81

**Forsyth Township
Additional Bills For Approval
1/25/24**

Vendor	Description	Amount
Ace Hardware	Various Dept Supplies	577.63
A1 Sport & Weld Supply	PW Safety Glasses	12.26
Amazon	PD Supplies	51.78
BS&A Software	Annual Support	5,297.00
Dalco	PW Bleach	529.40
Emergency Medical Products	EMS Medical Supplies	43.49
Jane Nordeen	FD Seamstress for Uniforms	245.00
Jason Stansky	FD Reimbursement for Training Supplies	544.12
Lammi Fire Protection	FD SCBA Testing	315.00
Menards	Various Dept Supplies	590.96
O'Dea, Nordeen and Pickens PC	Attorney Fees	886.00
Quill	Supplies for Various Dept	372.88
Remy Battery	FD Batteries	190.00
Ron Lauren	FD Reimbursement for TV	1,144.79
Superiorland Electronics	CH Fire Alarm System	4,046.00
Unifirst	Uniform & Carpet Various Dept	176.72
		15,023.03
	Original Bill Listing	210,471.81
	Total Accounts Payable	225,494.84

Voucher Numbers for GO, Police, Clubhouse, Ambulance, Library, Water & Sewer: 88178-88308

Voucher Numbers for Tax 2236-2244

ACTION ITEMS:

Superintendent of Public Works Contract (10a.): Motion by Boogren, supported by Kevern, to approve the Superintendent of Public Works Employment Agreement, as presented. Treasurer Kevern stated the

system is broken and needs correction. He believes working with Superintendent Jancsi will be possible. Roll call: Supervisor Boogren – yes, Clerk Lauren – no, Treasurer Kevern – yes, Trustee Heikkila – yes, Trustee Bodenus – no. Motion carried 3-2.

Police Chief Contract (10b.): Motion by Bodenus, supported by Kevern, to approve the Police Chief’s Employment Contract, as presented. Supervisor Boogren stated the longevity clause was inadvertently omitted. Motion amended by Bodenus, support amended by Kevern, to approve the Police Chief’s Employment Contract with the longevity clause added. Motion carried.

Zoning – BOR Appointment (10c.): Motion by Boogren, supported by Lauren, to approve appointing Jen Jakubowski as the Board of Review Alternate, as recommended. Motion carried.

Budget Adjustments (10d.): Motion by Lauren, supported by Kevern, to approve the Budget Adjustments as presented. Motion carried.

**FORSYTH TOWNSHIP
BUDGET ADJUSTMENTS
25-Jan-24**

GENERAL FUND				
Department	Department #	Original/Amended	New	Difference
Revenue		3,324,325	3,510,875	186,550
Expense				
Legislative (Trustees)	101	15,260	15,960	700
Supervisor	171	26,965	27,465	500
Tax Office	254	15,500	18,500	3,000
Elections	262	16,665	22,815	6,150
Insurance/Computer	268	105,610	102,810	(2,800)
Fire Department	336	983,650	1,051,860	68,210
Public works	441	170,425	146,425	(24,000)
Street Lighting	448	107,000	100,000	(7,000)
Transfer Station	528	200,525	205,825	5,300
Cemetery	567	42,625	33,025	(9,600)
Blight	732	13,100	23,100	10,000
Transfers Out	965	1,170,000	1,070,000	(100,000)
			Total	(49,540)
Beginning Fund Balance	2,147,967	4/1/23		
Estimated Revenues:	3,510,875			
Estimated Expenses:	(4,197,660)			
Estimated Ending Fund Balance:	1,461,182	3/31/24		

Police	Original/Amended	New	Difference

Revenue	1,258,720		1,266,365	7,645
Expenses	1,304,615		1,296,565	(8,050)
Beginning Fund Balance	361,225	4/1/23		
Estimated Revenues:	1,266,365			
Estimated Expenses:	(1,296,565)			
Estimated Ending Fund Balance:	331,025	3/31/24		

Ambulance Equipment				
	Original/Amended		New	Difference
Revenue	124,000		132,100	8,100
Expenses	50,100		50,100	0
Beginning Fund Balance	391,428	4/1/23		
Estimated Revenues:	132,100			
Estimated Expenses:	(50,100)			
Estimated Ending Fund Balance:	473,428	3/31/24		

Clubhouse/Recreation				
	Original/Amended		New	Difference
Revenue	637,800		494,920	(142,880)
Expenses	756,900		552,400	(204,500)
Beginning Fund Balance	513,101	4/1/23		
Estimated Revenues:	494,920			
Estimated Expenses:	(552,400)			
Estimated Ending Fund Balance:	455,621	3/31/24		

Township Improvement				
	Original/Amended		New	Difference
Revenue	110,000		115,000	5,000
Expenses	180,000		180,000	0
Beginning Fund Balance	1,115,918	4/1/23		
Estimated Revenues:	115,000			
Estimated Expenses:	(180,000)			
Estimated Ending Fund Balance:	1,050,918	3/31/24		

Sewer				
	Original/Amended		New	Difference

Revenue	768,700	790,700	22,000
Expenses	450,650	502,660	52,010
Beginning Net Position:	824,663	4/1/23	
Estimated Revenues:	790,700		
Estimated Expenses:	(502,660)		
Estimated Ending Net Position:	1,112,703	3/31/24	

Water			
	Original/Amended	New	Difference
Revenue	617,000	631,500	14,500
Expenses	695,200	697,395	2,195
Beginning Net Position:	1,780,093	4/1/23	
Estimated Revenues:	631,500		
Estimated Expenses:	(697,395)		
Estimated Ending Net Position:	1,714,198	3/31/24	

Roads			
	Original/Amended	New	Difference
Revenue	536,100	568,300	32,200
Expenses	510,050	510,050	0
Beginning Fund Balance	361,225	4/1/23	
Estimated Revenues:	568,300		
Estimated Expenses:	(510,050)		
Estimated Ending Fund Balance:	419,475	3/31/24	

Ambulance BCBS Participation (10e.): Motion by Kevern, supported by Heikkila, to approve EMS being a participating provider for Blue Cross Blue Shield, as recommended. Motion carried.

Township Office Remodel (10f.): Motion by Lauren, supported by Kevern, to approve remodeling 44 N. Johnson Lake Road to accommodate the addition of the Clerk's Office for an estimated cost of \$71,000.00. Clerk Lauren stated \$30,000 will be salary for township personnel. Trustee Bodenus questioned the plan for the old Clerk's Office. Supervisor Boogren stated it was the consensus of the Board to move on. Trustee Bodenus does not want vacant or unused buildings. If there is a need to separate the heat and water, then that should be pursued. Motion carried.

UPHS Intercept Agreement (10g.): Motion by Lauren, supported by Boogren, to approve the UPHS Intercept Agreement as amended by Attorney Nordeen. Attorney Nordeen explained the amendment is to pay them only if we get paid. Motion carried.

Township Manager (10h.): moved to 11a.

Big Three Gaming Licenses (10i.): Motion by Kevern, supported by Heikkila, to approve The Big Three to pursue their gaming license. Roll call: Supervisor Boogren – yes, Treasurer Kevern – yes, Trustee Heikkila – yes, Clerk Lauren – yes, Trustee Bodenus – yes. Motion carried.

Election Inspector Pay (10j.): Motion by Lauren, supported by Bodenus, to approve increasing Early Voting and Same Day Election Inspector’s pay to \$15.00 per hour. Clerk Lauren stated the County conducted a study and suggesting the pay increase. He also stated there may be grants for the early voting wages. Motion carried.

Sell Back PTO (10k.): Motion by Boogren, supported by Kevern, to approve an employee request for PTO sell back, as presented. Motion carried.

MI DNR Grant (10l.): Motion by Kevern, supported by Heikkila, to approve applying for the MI DNR Grant with matching funds not to exceed \$6,500. Discussion ensued. This is to pursue a dry hydrant in Little Lake. Clerk Lauren will find an appropriate location and bring it back to the Board for a final vote of approval. Motion carried.

Board Rules (10m.): Motion by Kevern, supported by Heikkila, to approve the updated Township Board Rules, as presented. Discussion ensued. Supervisor Boogren questioned Attorney Nordeen regarding The Attendance and Call of the Township Board on page 2. Attorney Nordeen suggested those items be eliminated. Motion amended by Kevern, support amended by Heikkila, to remove The Attendance and Call of the Township Board from the document. Roll call: Treasurer Kevern – yes, Clerk Lauren – yes, Trustee Heikkila – yes, Supervisor Boogren – yes, Trustee Bodenus – yes. Motion carried.

DISCUSSION ITEMS:

Township Manager (11a.): Clerk Lauren stated that during the last meeting Supervisor Boogren presented a job description. He stated he researched organizations that could do a professional search for a manager. The MML does national searches. He referenced a quote for the search in the Board Packet. Trustee Heikkila believes looking locally would be a better solution. Trustee Bodenus stated Forsyth Township is a very large township, has a large tax base and offers many services. He is in favor of a national search. Trustee Heikkila is not in favor of hiring a manager. Supervisor Boogren believes hiring a professional company to search for a manager would be in the best interest of the community.

(11b.): None

(11c.): None

Water Bond (11d.): Trustee Bodenus inquired about status of the Water Bond. Supervisor Boogren stated we are on track and are waiting for the State to come back with a form. Trustee Bodenus is concerned about the project being half done and funding not entirely secured. Supervisor Boogren stated no one he has talked to is concerned about not getting the funding.

2022 Michigan Clean Water Grant (11e.): Trustee Bodenus questioned the status of the grant. Superintendent Jancsi stated the possibility of lead lines were cleared during previous repairs. Trustee

Bodenus is concerned about not using the funding we are granted. Supervisor Boogren will provide an update for next month's Board Packet.

OLD BUSINESS: None

CORRESPONDENCE: None

Public Comment: Gene Suardini commented on the status of the old Clerk's Office building and the Big Three Gaming license.

Board Comment: Trustee Heikkila believes a Board Member should not be eligible for a position the Board created. Supervisor Boogren has been approached by both unions for opening contracts for wage negotiations. A closed session will be added to next month's meeting for negotiating. Trustee Bodenus will join Supervisor Boogren in negotiations with the TPOAM union and Treasurer Kevern will join Supervisor Boogren in negotiations with the POAM union.

Adjournment: Supervisor Boogren adjourned the meeting at 7:35 p.m.

Respectfully submitted,

Stacy Linnee
Board Secretary

Ron Lauren
Forsyth Township Clerk