

**Forsyth Township Board
Regular Meeting
Gwinn Community Center
December 28, 2023**

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

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

Board Members Absent: Clerk Lauren

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

Approval of Minutes: Motion by Bodenus, supported by Heikkila, to approve the Minutes from the November 16, 2023 Board Meeting, as presented. Motion carried.

Agenda: Motion by Bodenus, supported by Kevern, to approve the agenda with the additions of 10v. UPHS Marquette Intercept Agreement Amendment. Motion carried.

Public Comment: Kathy Bowns commented on a grant and the Water and Sewer rates. Kay Ghiardi addressed Attorney Nordeen on Dangerous Dog reports.

Department Reports: The following reports were placed on file: EMS, Assessing, Zoning, Senior Center, Fire, Library, Police, Public Works, General Operating Financial and Emergency Management. Trustee Heikkila questioned the use of personal vehicles to check blight cases. She then asked Chief Kjellin if the training that Officer Teigen will be doing at KI Sawyer will be for Forsyth Township personnel only. Chief Kjellin confirmed the training was only for Forsyth Township. Supervisor Boogren asked about the maintenance for the generators Emergency Management had installed. Mechanic Todd Patterson stated he has them on his maintenance list, however they are not due for maintenance unless they have been used for 25 hours or if not used, 2 years. Trustee Heikkila asked if the door was installed upstairs in the Clubhouse. Superintendent Jancsi confirmed it has not been installed.

Attorney's Report: Attorney Nordeen referred to the report in the Board Packets. He stated that fuel can be purchased at one location. If there is a compelling reason for using one location, such as the recent construction, the other fuel locations can be avoided for a time. He suggested passing an ordinance for the elimination of heavy truck traffic on Crestview Drive. Trustee Heikkila questioned the progress with the Mango blight issues. Attorney Nordeen informed the Board that fines have been paid by Mango and stated they will need to continually keep up on their buildings and blight issues. Trustee Heikkila asked if the Township was receiving any money from the fines. Attorney Nordeen has received some information but will continue to look into the issue of not receiving any money from fines. She also wanted an update on the Right To Farm Act. Attorney Nordeen is still working on a legal opinion of farming issues in the township. He explained the general definition of the Right To Farm Act and GAMPS. He explained GAMPS is continually changing.

Approval of Bills & Vouchers: Motion by Boogren, supported by Heikkila, to approve the bills and vouchers totaling \$180,053.45, as presented. Trustee Heikkila questioned the need to go out of the area for tires. Supervisor Boogren stated we need the best tire for the best money. Mechanic Patterson

explained purchasing locally is using a middleman, which would eliminate the government discount. Treasurer Kevern abstained. Motion carried 3-0.

**Forsyth Township
Bills For Approval
12/28/23**

Vendor	Description	Amount
A1 Sport & Welding Supply	PW Torch & Supplies	234.09
Airgas	PW Cylinder Rental	38.36
Amazon Capital Services	PD Supplies	389.56
American Welding & Gas	EMS Oxygen	333.33
Michelle Borrett	SC Reimbursement for Party Supplies	608.73
City of Marquette	PW Bacteriological Analysis	75.00
Country Mile Document Destruction	PD Shredding	57.77
CUPPAD	Membership Dues	1,238.00
Dalco	PW Supplies	889.44
Drug Screen Plus	Drug Testing	159.00
Emergency Medical Products	EMS Medical Supplies	864.66
Frobergs Clothing	PW Clothing	573.02
Forsyth Township	Taxes on Recently Purchased Property	86.29
Galls	PD EMS Uniforms	601.03
Integris	Computer Support & Equipment	5,249.15
Josh Preston	Reimbursement for Cables	56.70
Kiesler Police Supply	PD Ammo	566.00
Leutz Racing	PW MDOT Inspections	900.00
Mag & Son Clothing	FD Uniforms	3,905.00
Marquette County Road Comm	HMA Resurfacing	9,614.45
Menards	Various Dept Supplies	1,101.77
MWEA	PW Membership Renewal	95.00
Midway Rentals	PW Clothing	190.49
Modeltown Express	Various Dept Fuel	3,917.37
NFPA	FD Membership Renewal	175.00
North Country Disposal	Dump Recycles	610.00
North Shore Compressor	FD Truck Repair	716.59
O'Dea, Nordeen and Pickens	Attorney Fees	1,012.00
Pride Printing	EMS Flyer Transfer Station Slips	708.01
Quill	Various Dept Supplies	447.17
Red Power Diesel	FD Fire Truck Repair	5,120.82
Remy Battery	PW Batteries	230.00
Standard Electric	PW Street Lamp	589.41

State of Michigan	PW Training & License PD Printing	538.25
Steven Jakubowski	Reimbursement for Water Filters	76.28
Swanzy Service	PW Concession Stand Plumbing	1,410.00
T.E.A.M.	KBIC Grant Pass Through	2,500.00
The Mining Journal	Publishing	911.00
The Office Planning Group	Copier Maintenance	399.97
DLP Marquette General	EMS Medical Supplies	30.23
UniFirst	Uniform and Carpet Service	498.71
UPEA	Engineering	157.50
UP Fabricating	PW Sewer Plate	102.00
US Post Office	SC Postage Water Permit	460.40
Wells Fargo	Various Dept Supplies	920.06
Willey's Tire Shop	PW PD Tires	1,196.32
Total		50,553.93

**Forsyth Township
Additional Bills For Approval
12/28/23**

Vendor	Description	Amount
American Welding	EMS Oxygen	124.28
Ace Hardware	Various Dept Supplies	795.63
Auto Value	Supplies for Various Dept	1,222.43
CMP	PD Ammo & Guns	1,276.00
Core & Main	Water Meters	1,307.64
Country Mile Document Destruct	PD Shredding	57.77
Emergency Medical Products	EMS Medical Supplies	864.58
MDOT	M35 Water/Sewer Project	120,170.10
Modeltown Express	Various Dept Fuel	3,072.27
Quill	Supplies for Various Dept	217.59
Unifirst	Uniform & Carpet Various Dept	141.28
Wells Fargo	Supplies for Various Dept	249.95
		129,499.52
	Original Bill Listing	50,553.93
	Total Accounts Payable	180,053.45

Voucher Numbers for GO, Police, Clubhouse, Ambulance, Library, Water & Sewer: 88006-88177

Voucher Numbers for Tax 2220-2235

ACTION ITEMS:

Poverty Exemption & Asset Test Resolution (10a.): Motion by Kevern, supported by Boogren, to approve the resolution to Adopt Annual Poverty Exemption Income Guidelines and Asset Test, as presented. Roll call: Supervisor Boogren – yes, Treasurer Kevern – yes, Trustee Heikkila – yes, Trustee Bodenus – yes, Clerk Lauren – absent. Motion carried.

PW – Wastewater Pump Replacement (10b.): Motion by Bodenus, supported by Kevern, to approve the quote from Jamar for \$41,350.00 to rebuild and install the wastewater pump. Purchasing a new one would cost much more and take a long time to receive. Motion carried.

W/S Committee – 305 N. River Dr. (10c.): Motion by Kevern, supported by Bodenus, to approve adjusting the water and sewer bills for 305 N. River Drive and 244 W. Jasper Street and charge the ready-to-serve fee for 12 N. Smith Street, as recommended by the Water/Sewer Committee. Discussion ensued. Trustee Heikkila asked if the water issue was corrected at 12 N. Smith Street. Superintendent Jancsi stated a new line was installed but did not correct the problem. The main will be looked at in the spring. Motion carried.

W/S Committee – 244 W. Jasper St. (10d.): See 10c.

W/S Committee – 12 N. Smith St. (10e.): See 10c.

Superintendent of Public Works Contract (10f.): Motion by Boogren, supported by Kevern, to approve the Superintendent of Public Works Employment Agreement, as presented. Discussion ensued. Trustee Bodenus and Trustee Heikkila thought Superintendent Jancsi was retiring. Supervisor Boogren stated the contract should be renewed. Trustee Heikkila said things need to change in Public Works. Trustee Bodenus would like a full Board to make this decision. There are only 2 people, Superintendent Jancsi being one, that have licenses to operate the water system. The current contract expires January 31st. Motion rescinded by Boogren, support rescinded by Kevern.

Covid Pay Policy (10g.): Motion by Bodenus, supported by Heikkila, to rescind the motion from January 27, 2022 Regular Board Meeting, which states: Motion by Boogren, supported by Heikkila, to adopt a policy to pay employees, as they would normally be paid, if they are sent home for covid positive or covid exposure, consistent with the CDC guidelines. Attorney Nordeen asked the Health Department about the protocol for testing positive for COVID. He said he was informed there were no rules for exposure or positive results, although the CDC does have guidelines, it is at the discretion of the ill person. Motion carried.

PD – Explorer Bid (10h.): Motion by Kevern, supported by Heikkila, to approve the bid of \$4,151.00 by John Johnson for the 2013 Ford Explorer. Motion carried.

EMS – Remove EMT (10i.): Motion by Boogren, supported by Kevern, to approve removing EMT Leslie Frohriep from EMS, as recommended. Motion carried.

EMS – Paramedic Resignation (10j.): Motion by Kevern, supported by Heikkila, to accept the resignation from Paramedic Alyson Sundberg from EMS. Motion carried.

EMS – Purchase LUCAS 3 (10k.): Motion by Kevern, supported by Heikkila, to approve the Stryker quote of \$19,538.92 for purchasing a LUCAS 3 Chest Compression System. This was a budgeted item. Motion carried.

Zoning – Cleanup of 107 Caribou (10l.): Motion by Kevern, supported by Bodenus, to approve proceeding with the cleanup process at 107 Caribou, as presented. Motion carried.

Zoning – Planning Commission Resignation (10m.): Motion by Kevern, supported by Heikkila, to accept the resignation of Planning Commissioner George Bodenus. The Board thanked Mr. Bodenus for his 29 years of service. Motion carried.

Zoning – Planning Commission Appointment (10n.): Motion by Boogren, supported by Bodenus, to approve the appointment of James Delmont to fill the vacant position on the Planning Commission. Trustee Heikkila questioned the conflict of interest to be on the Zoning Board of Appeals and the Planning Commission. Voting on a Planning Commission issue will make it unable for the same person to vote on the Zoning Board of Appeals issue. It has very rarely been an issue. Motion carried.

FD – Hire 2 Firefighters (10o.): Motion by Kevern, supported by Bodenus, to approve hiring John Detrick and Kevin Ball to the Forsyth Township Fire Department, as recommended. Motion carried.

FD – Purchase TV (10p.): Motion by Boogren, supported by Kevern, to approve the Fire Department purchasing a TV for training, not to exceed \$1,200, including any mounting bracket required. Motion carried.

FD – Purchase File Cabinets (10q.): Motion by Bodenus, supported by Kevern, to approve the Fire Department ordering filing cabinets for \$600.00. Motion amended by Bodenus, supported amended by Kevern, to approve ordering filing cabinets not to exceed \$600.00. Motion carried.

FD – Purchase Flashlights (10r.): Motion by Bodenus, supported by Heikkila, to approve the Fire Department ordering flashlights not to exceed \$500.00. These are helmet flashlights. Motion carried.

FD – Reimbursement for Training Expenses (10s.): Motion by Boogren, supported by Heikkila, to approve reimbursing Fire Chief Stansky \$533.07 for training supplies. Motion carried.

480 Shady Lane Clean Up Bid (10t.): Motion by Kevern, supported by Heikkila, to approve the quote of \$17,000.00 from Jacobson’s Excavating for cleanup at 480 Shady Lane. Discussion ensued. Only one bid was received. Superintendent Jancsi stated it sounded like a reasonable bid. The bill will be put on the property tax bill. Motion carried.

PW – Repair Water Reducing Valve (10u.): Motion by Bodenus, supported by Kevern, to approve the proposal from Dorner Company for the repair of a water reducing valve, totaling \$2,800.00. Motion carried.

UPHS Marquette Intercept Agreement Amendment (10v.): Motion by Kevern, supported by Heikkila, to approve the UPHS Intercept Agreement Amendment, as presented. Discussion ensued. Bookkeeper Rodgers explained the current processes for paying UPHS Marquette. She asked for a review of the

amendment prior to approval. Attorney Nordeen will review the amendment. Motion rescinded by Kevern, support rescinded by Heikkila.

DISCUSSION ITEMS:

Township Manager (11a.): Supervisor Boogren sent a sample description to each of the Board Members. He explained the difference between a Charter and a General Law Township. He is in favor of having a manager and went through examples of townships with managers.

Purchase Roll Off Truck (11b.): Superintendent Jancsi and Mechanic Patterson presented the Board with some options of used roll off trucks. Mechanic Patterson suggested increasing the previous \$80,000 approval. North Country Disposal may have a used truck available. This will be addressed again during next month's meeting.

Township Offices (11c.): Supervisor Boogren explained that the current offices are all together at the Zoning office. There is space available to remodel to accommodate a better working environment. This would be to move on from the current vacant Clerk's Office. The Historical Society currently is using the building adjacent to the Clerk's Office and upstairs of the Clerk's Office. This will need to be addressed prior to selling the building. Treasurer Kevern validated that Public Works will be doing the remodel of the Assessing and Zoning building. Trustee Bodenus suggested the need for an architect or engineer to proceed with a remodel in order to be ADA compliant. UPEA Engineer Dillinger informed the Board of some possible requirements for remodeling the building. It was the consensus of the Board to have the Superintendent of Public Works work with UPEA Engineer Dillinger to look at the building for a possible remodel. Supervisor Boogren instructed Historical Society Representative Rick Wills to look for options for moving the Museum or research alternatives for keeping the building for the Museum itself.

Old/New Building (11d.): Addressed in 11c.

Grant Writer (11e.): Trustee Heikkila would like the Board to consider hiring a grant writer. She will be writing a proposal to present to the Board at the next meeting. Trustee Bodenus stated if we hire a manager, grants would be a part of that position.

Ordinance Enforcement Officer (11f.): Trustee Heikkila would like enforcement officer for pets, blight and short term rentals. Treasurer Kevern would like someone trained in dealing with animal control. Chief Kjellin has been writing citations for unlawful pets. Supervisor Boogren pointed out that we already have staffed positions to enforce ordinances and laws. Treasurer Kevern would like a combined position of animal control and zoning ordinance enforcement.

OLD BUSINESS: None

CORRESPONDENCE:

MML Loss Control (13a.): Supervisor Boogren referenced the MML Loss Control Letter. He will go through the recommendations and respond.

Library Request (13b.): Supervisor Boogren stated he is going to suggest an increase during the budget sessions but wanted the Board to be aware of the request.

Public Comment: Lynn Rodgers commented on the Christmas decorations in town. Fran Lukkarinen thanked the Board for the Library consideration. Ross Underwood thanked George Bodenus for his years of service.

Board Comment: Trustee Bodenus commented on the closing of the Little Lake Post Office and will draft a letter.

Adjournment: Supervisor Boogren adjourned the meeting at 8:25 p.m.

Respectfully submitted,

Stacy Linnee
Board Secretary

Ron Lauren
Forsyth Township Clerk