

**Forsyth Township Board
Regular Meeting
Gwinn Community Center
March 21, 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 Heikkila, supported by Boogren, to approve the Minutes from the February 22, 2024 and March 6, 2024 Board Meetings, as presented. Motion carried.

Agenda: Motion by Heikkila, supported by Lauren, to approve the agenda with the addition of 11k. Ballfield Restroom Bid, 11L. FD – Mutual Aid Agreement and the deletion of 11d. PW – BS&A Quote. Motion carried.

Public Comment: Joe Juidici commented on Little League and the Little League Tournament this summer.

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 asked Senior Center Director Michelle Borrett if she had attended the CAAM Board Meeting. Director Borrett stated she had attended. The CAAM Board will be looking into the home delivered meals.

Attorney's Report: Attorney Nordeen referred to a report he handed out to the Board Members. He is looking into Blight issues, which will be increasing with the season. He spoke with landowners regarding the Crestview easements for the heavy truck traffic issue. He is also working on a sensitive FOIA and informed the Board of the Albatross property that has received funding for demolition. He is continuing to work on various other issues.

Supervisor's Report: Supervisor Boogren referred to a report he distributed. He and Attorney Nordeen had met with the Marquette County Road Commission regarding the speed of vehicles on Iron Street. The school is located on Iron Street, consequently the MCRC will install a flashing School Zone light to help with the speeding. He believes the traffic on Pine Street/M-35 needs to be addressed also.

Approval of Bills & Vouchers: Motion by Bodenus, supported by Lauren, to approve the bills and vouchers totaling \$162,437.19, as presented. Treasurer Kevern abstained. Motion carried 4-0.

**Forsyth Township
Bills For Approval
3/21/24**

Vendor	Description	Amount
Auto Value	Various Dept Parts	1,514.85
A1 Sport & Welding Supplies	PW Safety Glasses	76.76
Airgas	PW Cylinder Rental	37.60
Amazon Business	PD Supplies	256.19
American Welding & Gas	EMS Oxygen	207.13
Anytime Fitness	PD Gym Membership	2,500.00
City of Marquette	PW Bacteriological Analysis	75.00
CMP	PD - Gun	398.09
Country Mile Doc Destruction	PD Shredding	57.77
Dalco	PW Supplies	794.10
Dorner	Water Parts	1,750.00
Emergency Medical Products	EMS Medical Supplies	1,937.59
Fox Marquette	PD Vehicle Repair	201.79
GFS	SC Food	155.17
Integris	Computer Support & Equipment	4,737.90
Industrial Marketing	PW Parts	496.83
Jamar	Waste Water Pump	4,280.24
Jane Nordeen	FD Uniform Repair	200.00
Kim Davis	FD CPR Training	665.00
Lammi Fire Protection	FD SCBA testing	367.50
Lynn Rodgers	Reimbursement for CH Food	270.88
Marquette County Health Dept	SC Food Service License	478.00
Marquette GMC	PD Vehicle Parts	1,512.93
Medline	EMS Medical Supplies	213.84
Menards	Various Dept Supplies	138.98
Michelle Borrett	Reimbursement for License, Training & Supplies	2,010.42
Modeltown Express	Various Dept Fuel	3,858.34
North Country Disposal	Dump Recycles	305.00
Quill	Various Dept Supplies	540.40
Range Telecommunications	FD Radio PW Miss Dig	21,470.56
Remy Battery	EMS PD Batteries	1,087.93
Snyder Drug	PD Supplies	48.76
State of Michigan	PW Training EMS QA Assess PD Printing	875.00
Stryker	EMS Medical Supplies	599.89
The Mining Journal	Publishing	706.32
The Office Planning Group	Copier	399.97

Unifirst	Carpet/Uniform Service	318.79
UP Lab Testing	PW Testing	52.50
UP Propane	EM Propane Tank Lease	90.00
US Post Office	SC Postage	115.41
USA Bluebook	PW Parts	419.05
Wells Fargo	Various Dept Supplies	604.74
Total		56,827.22

**Forsyth Township
Additional Bills For Approval
3/21/24**

Vendor	Description	Amount
Ace Hardware	Various Dept Supplies	519.16
Amazon	FD & Office Supplies	807.33
Dalco	PW Supplies	608.74
Danielle Mason	EMS Reimburse for Testing	137.00
Emergency Medical Products	EMS Medical Supplies	257.99
Grand Traverse Resort	MTA Hotel	2,212.77
Marquette County	Ballfield Restroom Permit	1,014.00
Menards	Various Dept Supplies	22.98
Modeltown Express	Various Dept Fuel	2,929.56
MML	Property/Liability Renewal	81,005.00
North Country Disposal	Transfer Dump Fees	305.00
O'Dea, Nordeen and Pickens PC	Attorney Fees	832.00
Petty Cash	Various Dept Supplies	88.50
Quill	Supplies for Various Dept	235.40
Range	EMS Radio Repair	156.25
Safariland Group	PD Supplies	21.50
State of Michigan	MDOT W/S Project	1,837.09
Transunion	PD Background Checks	82.20
Unifirst	Uniform & Carpet Various Dept	195.50
UPEA	Engineering	12,342.00
		105,609.97
	Original Bill Listing	56,827.22
	Total Accounts Payable	162,437.19

Voucher Numbers for GO, Police, Clubhouse, Ambulance, Library, Water & Sewer: 88437-88594

Voucher Numbers for Tax 2256-2260

ACTION ITEMS:

MCRC Dust Control (11a.): Motion by Kevern, supported by Heikkila, to approve the Marquette County Road Commission Letter of Understanding for Dust Control, as presented. Trustee Heikkila questioned the overhead charges. Supervisor Boogren stated they were for services such as engineering. Motion carried.

Budget Adjustments (11b.): Motion by Kevern, supported by Lauren, to approve the budget adjustments, as presented. Motion carried.

**FORSYTH TOWNSHIP
BUDGET ADJUSTMENTS
21-Mar-24**

GENERAL FUND				
Department	Department #	Original/Amended	New	Difference
Revenue		3,510,875	3,665,370	154,495
Expense				
Contingency	190	45,500	0	(45,500)
Clerk	215	24,525	25,395	870
Tax Office	254	18,500	19,500	1,000
Office	261	130,725	128,125	(2,600)
Elections	262	22,815	26,815	4,000
Buildings & Grounds	265	180,420	274,900	94,480
Attorney	266	40,000	15,000	(25,000)
Professional Services	267	86,550	78,600	(7,950)
Fire	336	1,051,860	1,072,300	20,440
Public Works	441	146,425	166,875	20,450
Street Lighting	448	100,000	70,000	(30,000)
Landfill	526	1,000	0	(1,000)
Transfer Station	528	205,825	209,425	3,600
Ambulance	651	301,820	304,820	3,000
SOA	705	3,080	1,040	(2,040)
Transfers Out	965	1,070,000	982,700	(87,300)
			Total	(53,550)
Beginning Fund Balance	2,147,967	4/1/23		
Estimated Revenues:	3,665,370			
Estimated Expenses:	(4,144,110)			
Estimated Ending Fund Balance:	1,669,227	3/31/24		

Police	Original/Amended	New	Difference
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Revenue	1,266,365		1,267,060	695
Expenses	1,296,565		1,351,450	54,885
Beginning Fund Balance	361,225	4/1/23		
Estimated Revenues:	1,267,060			
Estimated Expenses:	(1,351,450)			
Estimated Ending Fund Balance:	276,835	3/31/24		

Ambulance Equipment				
	Original/Amended		New	Difference
Revenue	132,100		129,600	(2,500)
Expenses	50,100		50,100	0
Beginning Fund Balance	391,428	4/1/23		
Estimated Revenues:	129,600			
Estimated Expenses:	(50,100)			
Estimated Ending Fund Balance:	470,928	3/31/24		

Clubhouse/Recreation				
	Original/Amended		New	Difference
Revenue	494,920		496,770	1,850
Expenses	552,400		515,400	(37,000)
Beginning Fund Balance	513,101	4/1/23		
Estimated Revenues:	496,770			
Estimated Expenses:	(515,400)			
Estimated Ending Fund Balance:	494,471	3/31/24		

Library				
	Original/Amended		New	Difference
Revenue	194,626		211,351	16,725
Expenses	194,106		198,929	4,823
Beginning Fund Balance	225,543	4/1/23		
Estimated Revenues:	211,351			
Estimated Expenses:	(198,929)			
Estimated Ending Fund Balance:	237,965	3/31/24		

Township Improvement				
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	Original/Amended	New	Difference
Revenue	115,000	114,500	(500)
Expenses	180,000	93,000	(87,000)
Beginning Fund Balance	1,115,918	4/1/23	
Estimated Revenues:	114,500		
Estimated Expenses:	(93,000)		
Estimated Ending Fund Balance:	1,137,418	3/31/24	

Sewer			
	Original/Amended	New	Difference
Revenue	790,700	801,600	10,900
Expenses	502,660	502,860	200
Beginning Net Position:	824,663	4/1/23	
Estimated Revenues:	801,600		
Estimated Expenses:	(502,860)		
Estimated Ending Net Position:	1,123,403	3/31/24	

Water			
	Original/Amended	New	Difference
Revenue	631,500	641,700	10,200
Expenses	697,395	724,395	27,000
Beginning Net Position:	1,780,093	4/1/23	
Estimated Revenues:	641,700		
Estimated Expenses:	(724,395)		
Estimated Ending Net Position:	1,697,398	3/31/24	

Roads			
	Original/Amended	New	Difference
Revenue	568,300	571,510	3,210
Expenses	510,050	510,050	0
Beginning Fund Balance	361,225	4/1/23	
Estimated Revenues:	571,510		
Estimated Expenses:	(510,050)		
Estimated Ending Fund Balance:	422,685	3/31/24	

2024-2025 Budget (11c.): Motion by Kevern, supported by Lauren, 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, 2024 to March 31, 2025 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: Clerk Lauren – yes, Supervisor Boogren – yes, Trustee Heikkila – yes, Trustee Bodenus – yes, Treasurer Kevern – yes. Motion carried.

PW – BS&A Quote (11d.): Deleted.

PW – Ballfield Lights (11e.): Motion by Bodenus, supported by Kevern, to approve replacing the Ballfield lights, not to exceed \$30,000. Trustee Bodenus questioned who was going to replace the lights. Superintendent Jancsi stated township employees and volunteers who are completing the project. UPEA Representative Ken Dillinger confirmed there will be a licensed electrician, a boom truck and permits will be pulled. The township employees will be assisting the volunteers. Motion carried.

EMS – 2 Resignations (11f.): Motion by Boogren, supported by Kevern, to accept, with regret, the resignations from EMTs Carla Lauren and Mia Hyland. Clerk Lauren abstained. Motion carried 4-0.

EMS – Standard Operating Procedures Updated (11g.): Motion by Bodenus, supported by Heikkila, to approve the EMS Standard Operating Procedures Manual, as presented. Clerk Lauren stated the typos should be corrected. Motion carried.

FD – Purchase Thermal Imaging Camera (11h.): Motion by Bodenus, supported by Heikkila, to approve the Fire Department purchasing a Thermal Imaging Camera, not to exceed \$4,000. The camera is 20 years old and no longer works. This item will be taken out of the 24-25 FY budget. Motion carried.

Emergency Management – Purchase Supplies and Equipment (11i.): Motion by Kevern, supported by Heikkila, to approve Emergency Management purchasing supplies and equipment as presented, not to exceed \$2,000. Discussion ensued. The FRS radios seem inadequate for the purpose. Treasurer Kevern will get with Emergency Manager Myron Hillock to purchase radios that are better suited. Motion carried.

Match on Main Grant Request (11j.): Motion by Bodenus, supported by Lauren, to approve participating in the Match on Main Grant Program. Motion carried.

Ballfield Restroom Bid (11k.): Motion by Kevern, supported by Heikkila, to approve the bid for the Ballfield Restroom from MJ Construction & Plowing LLC totaling \$43,550 plus the cost of Building, Plumbing and Mechanical materials along with the labor of two township employees. Discussion ensued. UPEA Representative Ken Dillinger clarified the bid cannot be awarded until the DNR approves it. He suggested proceeding with a budget rather than awarding a contractor. The Board has already agreed to \$125,000 for the project with the DNR match being \$50,000. Motion amended by Kevern, support amended by Heikkila, to give the Treasurer authorization to approve the bidding process for the Concession Stand/Restroom project, not to exceed \$125,000, after DNR approval. Motion carried.

FD – Mutual Aid Agreement (11l.): Motion by Lauren, supported by Heikkila, to approve the Amended Michigan Mutual Aid Box Alarm System Association Agreement, as presented. Clerk Lauren explained the program. There is no cost or obligation to be part of the program. It is a huge resource if needed. Roll call: Trustee Bodenus – yes, Trustee Heikkila – yes, Clerk Lauren – yes, Treasurer Kevern – yes, Supervisor Boogren – yes. Motion carried.

Supervisor Boogren paid a special tribute to one of Forsyth Township's citizens who will be turning 100 years old tomorrow. He recognized Edwin "Chip" Nelson as he read some of the highlights of Chip's life, one of which was being a member of the VFW. The document was signed by Senator Ed McBroom of the 38th District of Michigan. He gave the document to Senior Citizens Director Michelle Borrett, who assured Chip would receive it.

DISCUSSION ITEMS:

MSHDA Grant (12a.): Clerk Lauren stated, with the help of CUPPAD, Forsyth Township was awarded a grant for \$50,000 to go towards the expense for writing the Master Plan and performing a Zoning Ordinance Review. The Board thanked Clerk Lauren for applying for the grant.

Township Manager (12b.): Clerk Lauren asked if it was the intension for this Board to go through the processes of possibly hiring a manager. If not, the development of a committee should wait until the next Board so information obtained will be current. Treasurer Kevern stated he would like to wait for the next Board. Supervisor Boogren suggested individual research continue, but the decision could be for the next Board. It was the consensus of the Board to wait for committee development until the next Board.

Sault Ste Marie Tribe of Chippewa Gwinn Housing Renovation Project (12c.): Supervisor Boogren was contacted by the Sault Ste Marie Tribe of Chippewa and feels like it may be favorable to support the project but asked Attorney Nordeen to give his opinion. Attorney Nordeen questioned the location of the housing project. He stated anywhere at KI Sawyer would be favorable. Supervisor Boogren will draft a letter of support.

UMIRA Racing (12d.): Supervisor Boogren stated that UMIRA has a notably good impact in our community. Although there are a few residents that are disturbed by the noise, it is for the greater good of the community that the program should continue. Treasurer Kevern stated they have an ongoing effort to make an ice rink that can be used by all residents.

OLD BUSINESS: None

CORRESPONDENCE:

Crestview Drive (14a.): Supervisor Boogren informed the Board that he received a letter from a resident on Crestview Drive. He informed her that the Attorney is currently working on easements for the heavy truck traffic to use an alternative route. Attorney Nordeen suggested the Board pass an ordinance to eliminate heavy truck traffic on a portion of Crestview Drive. Supervisor Boogren instructed Attorney Nordeen to draft the ordinance for next Board Meeting.

Public Comment: Gene Suardini commented on a scam currently happening with homes allegedly for sale in Forsyth Township. Supervisor Boogren stated law enforcement is involved. Jane Nordeen commented on the prior ice rink at Nordeen Park. Ross Underwood thanked the Board for the support of UMIRA.

Closed Session – Collective Bargaining: At 7:26 pm, motion by Bodenus, supported by Boogren, to go into closed session for Collective Bargaining of the POAM and TPOAM contracts. Roll call: Treasurer

Kevern – yes, Clerk Lauren – yes, Trustee Heikkila – yes, Supervisor Boogren – yes, Trustee Bodenus – yes. Motion carried.

At 7:40 pm, motion by Bodenus, supported by Lauren, to approve coming out of closed session. Motion carried.

Motion by Lauren, supported by Heikkila, to approve the staff recommendations for the contract with TPOAM. Roll call: Supervisor Boogren – yes, Treasurer Kevern – yes, Trustee Heikkila – yes, Clerk Lauren – yes, Trustee Bodenus – yes. Motion carried.

Board Comment: None

Adjournment: Supervisor Boogren adjourned the meeting at 7:42 p.m.

Respectfully submitted,

Stacy Linnee
Board Secretary

Ron Lauren
Forsyth Township Clerk