

**Forsyth Township Board
Regular Meeting
Gwinn Community Center
December 19, 2024**

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

Board Members Present: Supervisor Kevern, Clerk Lauren, Treasurer Underwood, Trustee Hammond, and Trustee Fowler

Board Members Absent: None

Also Present: Attorney Nordeen, Mrs. Pearl Filizetti, Zoning Administrator Chic Hakes, a number of township employees and concerned citizens.

Approval of Minutes: Motion by Lauren, supported by Hammond, to approve the minutes from the November 21st Board Meeting, as presented.

Agenda: Motion by Underwood, supported by Lauren, to approve the agenda with the addition of action items 12i. Zoning Map, 12j. EMS Training and deleting 13a. Property Line Dispute. Motion carried.

Pearl Filizetti's 100th Birthday: On behalf of the Board, Supervisor Kevern wished Pearl Filizetti a happy 100th birthday. He went on to recognize her accomplishments for the community, one of which was serving in the Township office as Bookkeeper and Deputy Clerk for 18 years. Mrs. Filizetti thanked the Board for the warm wishes.

Retirement of Zoning Administrator Hakes: On behalf of the Board, Supervisor Kevern wished Chic Hakes a happy retirement. He acknowledged her service to the community by recognizing her 43 years of service for Forsyth Township as an EMT, Office Clerk and Zoning Administrator. He also stated she is still serving as Election Inspector and a member of the Board of Review. He wished Ms. Hakes good luck with the next chapter of her life. Ms. Hakes thanked the Board for their support.

Public Comment: None

Department Reports: The following reports were placed on file: EMS, Assessing, Zoning, Senior Center, Fire, Library, Police, General Operating Financial and Emergency Management. Supervisor Kevern asked the Board if they had any questions. No questions or comments were offered.

Attorney's Report: Attorney Nordeen handed out a report outlining the items he has completed during the month and items he is still working on. He informed the Board that there are no litigations. He then went over the items listed in his report. Treasurer Underwood asked if Firefighters can be on the Planning Commission. Attorney Nordeen confirmed they can be on the Planning Commission but cannot be on the Zoning Board of Appeals. Treasurer Underwood would like the Planning Commission changed from 7 members to 5 members. Research will be done on the proper way to make the change.

Approval of Bills & Vouchers: Motion by Lauren, supported by Underwood, to approve the bills and vouchers totaling \$334,288.66, as presented. Supervisor Kevern abstained. Motion carried 4-0.

**Forsyth Township
Bills For Approval
12/19/24**

Vendor	Description	Amount
Auto Value	Various Dept Parts	3,070.81
Airgas	PW Cylinder Rental	38.36
Amazon	PD Supplies	264.29
American Welding & Gas	EMS Cylinder Rental	147.20
Anthony Baez	Reimbursement for License	80.00
Belson Co.	FD Gear Washer and Detergent	17,899.00
Bound Tree	EMS Medical Supplies	1,635.08
Cooks Sign	Office Sign	1,769.68
Core & Main	Water Parts	2,697.28
DLP Mqt Physician Practices	Physicals	747.00
Etna Supply	PW Parts	1,120.03
Honor Credit Union	PD K9 Supplies	450.07
ImperialDade	PW Supplies	1,545.80
Integriss	Computer Support	1,783.20
Krystol Foress	Reimbursement for Uniforms	52.43
Leutz Racing	PW Truck Inspections	900.00
Marquette County Equalization	Assessing	53,502.00
Marquette County Road Commission	Road Repairs	164,622.67
Menards	Various Dept Supplies	300.48
Michelle Belcher	Reimbursement for Christmas Decorations	101.42
Midway Rentals	PW Gloves & Jacket	329.83
MML Work Comp	Audit	16,158.00
Modeltown Express	Fuel	3,099.54
NFPA	FD Membership Dues	225.00
North Country Disposal	PW Dump Recycles	305.00
O'Dea Nordeen Burnick & Pickens	Attorney Fees	3,662.00
Pitney Bowes	Postage	502.25
Pomasl	FD Gloves	1,112.89
Quill	Various Dept Supplies	393.80
Range	Miss Dig Calls	17.25
Snyder Drug	Various Dept Supplies	431.61
State of Michigan	PD SRMS/Token/Printing	1,600.50
State of Michigan	WWSL Permit	400.00
State of Michigan	EMS QA Assessment	379.93

Superior Lock	PW Camera Repair	218.00
The Mining Journal	Publishing	2,325.88
Unifirst	Carpet/Uniform Service	461.48
UP Environmental Services	Engineering	5,358.50
Wells Fargo	Various Dept Supplies	278.81
You People	Sault Ste. Marie Tribe Pass-Through	6,900.00
Total		296,887.07

**Forsyth Township
Additional Bills For Approval
12/19/24**

Vendor	Description	Amount
Amazon	PD Supplies	128.51
Avis Meyers-Ketola	Reimbursement for Tree Lighting	104.56
Bound Tree	EMS Medical Supplies	313.98
City of Marquette	PW Water Testing	75.00
Code Electrical	W/S Supplies	1,123.24
Drug Screen Plus	Membership Dues	159.00
Fox Marquette	PD Parts	107.90
ImperialDade	PW Supplies	26.47
Integris	Computer Support	5,920.18
Marquette County	Tax Preparations/Rolls	17,988.39
Menards	Various Dept Supplies	21.99
Michelle Borrett	Reimbursement for Party Supplies	559.35
Midway Rentals	PW Clothing	306.83
MI AWWA	Water Conference	205.00
MJ Sewer & Drain	PD Clean Floor Drain	375.00
MyTana	Sewer Supplies	1,014.57
Paul Sirois	Reimbursement for Maps	33.00
Pomasl	FD Uniforms	767.63
Quill	Office Supplies	32.89
Robare Excavation	Grade Office Parking Lot	4,000.00
TEAM Trail Riders	KBIC Pass-through Agent	1,250.00
Trophy Central	FD FF of the Year Plaque	95.00
Unifirst	Carpet/Uniform Svc	71.13
UP Kubota	PW Parts	506.98
US Postal Service	SC Newsletter Postage/Stamps	150.99
Willey's Tire Shop	PD Tires	564.00

You People	KBIC Pass-through Agent	1,500.00
		37,401.59
	Original Bill Listing	296,887.07
	Total Accounts Payable	334,288.66

Voucher Numbers for GO, Police, Clubhouse, Ambulance, Library, Water & Sewer: 89706-89846
Voucher Numbers for Tax 2335-2343

ACTION ITEMS:

Office Furnace (12a.): Motion by Kevern, supported by Lauren, to approve the Prime quote for replacing the office furnace totaling \$5,945.00. Motion carried.

FD – Replace AEDs (12b.): Motion by Underwood, supported by Fowler, to approve the Fire Department replacing 4 AEDs, not to exceed \$6,200.00. Motion carried.

Zoning – Board & Committee Appointments (12c.):

Planning Commission: Motion by Hammond, supported by Underwood, to approve appointing Ken Dillinger, Ken Robers, Ross Underwood and reappointing Neil Armatti, as recommended. Discussion ensued. Treasurer Underwood explained there was confusion regarding the status of members that could be part of the Planning Commission. He continued that due to the Attorney’s clarification, Clerk Lauren could be on the Planning Commission. He would like to reduce the number of members on the Planning Commission, therefore would like to wait until next month’s meeting to make the appointments. Hammond rescinded his motion and Underwood rescinded his support. Attorney Nordeen suggested making a motion for what the Board would like regarding the amount of Planning Commission members.

Motion by Kevern, supported by Lauren, to approve the Planning Commission going from 7 members to 5 members. Roll call: Clerk Lauren – yes, Supervisor Kevern – yes, Trustee Fowler – yes, Trustee Hammond – yes, Treasurer Underwood – yes. Motion carried.

Zoning Board of Appeals: Motion by Underwood, supported by Hammond, to approve appointing Connie Heikkila to the opening in the Zoning Board of Appeals, to leave Ross Underwood as the Board Representative, and reappoint James Nowak, who meets the Planning Commission member requirement, and Cindy Bridges. Supervisor Kevern explained there was confusion with who could serve on which committees. Supervisor Kevern clarified that Lenny Bodenus is his Deputy Supervisor and had offered to sit on a committee, but due to the requirements being clarified, that is no longer required. Motion carried.

Blight Committee: Motion by Underwood, supported by Lauren, to approve reappointing Jeremy Ring, James Nowak, Sherry Juidici and Pat Johnson for full terms on the Blight Committee. Motion carried.

PD – Order Patrol Vehicle (12d.): Motion by Hammond, supported by Kevern, to approve pre-ordering a 2025 Ford Police Explorer for \$47,931.00, which will be purchased in Fiscal Year 25/26. Discussion

ensued. Clerk Lauren asked if it was budgeted. Bookkeeper Rodgers stated it was in the capital improvement plan for next year. She also cautioned the Board about pre-ordering before the budget has been settled. The capital improvement meeting will be held in January. Supervisor Kevern suggested waiting until next month's meeting. Hammond rescinded his motion, Kevern rescinded his support.

PD – School Resource Officer Proposal (12e.): Motion by Kevern, supported by Underwood, to approve hiring Police Officer Dan Braund contingent upon successful completion of NMU Police Academy and all required testing. Discussion ensued. Supervisor Kevern expressed the need for an officer in the school system. We currently do have an opening in the Police Department. There are grant opportunities for a School Resource Officer. Treasurer Underwood explained the grant process and requirements. Motion carried.

Retirees Health Care (12f.): Motion by Kevern, supported by Lauren, to approve a contract for retirees Lynn Rodgers, Paul Sirois and Paula Sirois who shall be retained for an on-call basis, with the reward of paying for their current health care package plan for one year from their respective separation dates. Supervisor Kevern stated these are key people. The knowledge and experience of these people are priceless. For clarification he stated it will include what they have currently, including vision and dental. Motion carried.

Township Manager (12g.): Motion by Lauren, supported by Kevern, to approve the proposal from the Michigan Municipal League to search for a township manager totaling \$23,000.00. Bookkeeper Rodgers stated this was not budgeted. Clerk Lauren confirmed there was money in the contingency fund. Treasurer Underwood summarized the items listed in the proposal. Supervisor Kevern stated he had initially been against a Township Manager but has changed his mind because we will be using the wages of a position that will not be refilling. Motion carried.

PW – Purchase Box Scraper (12h.): Motion by Kevern, supported by Underwood, to approve Public Works purchasing a Box Scraper totaling \$2,150.00. This will be going on the Kubota. Motion amended by Kevern, supported amended by Underwood, to approve Public Works purchasing a Box Scraper not to exceed \$2,200.00. The preference would be the Kubota brand. Motion carried.

Zoning Map (12i.): Motion by Hammond, supported by Kevern, to approve the revised zoning map, as presented. Motion carried.

EMS Training (12j.): Motion by Kevern, supported by Lauren, to approve sending 5 EMTs to Advanced EMT training totaling \$5,000.00 with a 2-year contract. Motion carried.

DISCUSSION ITEMS:

Property Line Dispute (13a.): Deleted

PW Truck (13b.): Supervisor Kevern stated that a new truck is needed and is in the budget. He referred to the quote with a plow and a spreader. The spreader is very expensive. There is a used one locally, which has been examined by the mechanic, and is found to be sound. It is \$1,500.00.

Motion by Kevern, supported by Lauren, to purchase the used spreader for \$1,500.00. Motion carried.

Motion by Underwood, supported by Kevern, to purchase the red pickup truck from Fox Marquette for the price of \$47,829.00 plus the plow for \$7,927.95. Motion carried.

OLD BUSINESS: None

CORRESPONDENCE: None

Public Comment: Bookkeeper Rodgers thanked the Board for the Health Insurance extension. This will be her last meeting. She has enjoyed her time working for the Township.

Board Comment: The Board thanked Bookkeeper Rodgers for all her hard work. Clerk Lauren informed the residents that Santa will be at the firehall. Supervisor Kevern encouraged all residents to sign up for the mass alert system. He then referenced a letter that was written to the Board. He wanted all Board Members to review and give an opinion on how to move forward. The Board wished everyone a Merry Christmas.

Adjournment: Supervisor Kevern adjourned the meeting at 7:22 p.m.

Respectfully submitted,

Stacy Linnee
Board Secretary

Ron Lauren
Forsyth Township Clerk