

**Forsyth Township Board
Regular Meeting
Gwinn Community Center
January 23, 2025**

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

He then asked for a few moments of silence for those involved in last week's accident.

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

Board Members Absent: None

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

Approval of Minutes: Motion by Underwood, supported by Fowler, to approve the minutes from the December 19, 2024, January 2, 2025 and January 9, 2025 Board Meetings, as presented.

Agenda: Motion by Lauren, supported by Underwood, to approve the agenda with the additions of 14u. PD – Credit Card, 14v. ME Transportation Agreement, 15d. Facebook Live Meetings and deletions of 14h. Hire PT Laborer, 14i. Hire Transfer Station Attendant and 15c. Clarification of TPOAM New Hire Wages. Motion carried.

Police Department Presentation: Corporal Smith and K9 Officer Zeke: Police Chief Kjellin stated this would be done at a later date.

Retirees: Superintendent of Public Works Eric Jancsi and Payroll/Billing Specialist Paula Sirois: Supervisor Kevern announced the retirement of Payroll/Billing Specialist Paula Sirois. He thanked her for her 15 plus years of service. He then announced the retirement of Superintendent of Public Works Eric Jancsi. He thanked him for his 38 plus years of service.

Public Hearing: Proposed Amended Planning Commission Ordinance: Supervisor Kevern opened the Public Hearing at 6:34 pm. He asked if anyone had any questions or comments concerning the Amended Planning Commission Ordinance. No questions or comments were offered. Supervisor Kevern closed the Public Hearing at 6:34 pm.

Public Hearing: Proposed Amended Cemetery Ordinance: Supervisor Kevern opened the Public Hearing at 6:34 pm. He asked if anyone had any questions or comments concerning the Amended Cemetery Ordinance. Ken Barrett, 55 Riling Street Lot 29, New Swanzy, asked what was changing. Supervisor Kevern and Clerk Lauren explained why the Perpetual Care portion was being deleted. They assured Mr. Barrett that the grounds would still be maintained. After no other questions or comments were offered, Supervisor Kevern closed the Public Hearing at 6:36 pm.

Public Comment: None

Department Reports: The following reports were placed on file: Assessing, Zoning, Senior Center, Fire, Library, Police, Public Works, General Operating Financial, Emergency Management and Water/Sewer Committee. Supervisor Kevern asked the Board if they had any questions. Clerk Lauren announced that the Clubhouse is open more hours during the week now.

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 stated he had met with the gravel pit owners. They would like a portion of Muehrcke Road and Serenity Drive upgraded. He is working on the Forsyth Forward Lease and the Jakubowski Easement. He has a meeting with Sun Valley Estates. He also referenced the new Sick Time Act.

Approval of Bills & Vouchers: Motion by Underwood, supported by Lauren, to approve the bills and vouchers totaling \$315,675.83, as presented. Supervisor Kevern abstained. Motion carried 4-0.

**Forsyth Township
Bills For Approval
1/23/25**

Vendor	Description	Amount
Auto Value	Various Dept Parts	1,460.24
Ace Hardware	Various Dept Supplies	178.71
Airgas	PW Cylinder Rental	39.12
Amazon	PD Supplies	580.53
American Welding & Gas	EMS Cylinder Rental	534.03
Bound Tree	EMS Medical Supplies	492.48
Brian Kjellin	Reimbursement for Fuel	20.00
City of Marquette	Water Testing	75.00
Country Mile Document Destruction	PD Shredding	57.80
Don Linnee	PW Truck Sander	1,500.00
Drug Screens Plus	Drug Testing	32.00
Elcom	EM Radio Programming	30.00
Fox Marquette	PW Truck	57,105.03
GFS	CH Concession Food	593.18
Great Lakes Testing	FD Hose Testing	8,046.15
Honor Credit Union	PD K9 Supplies	60.70
ImperialDade	PW Supplies	360.92
Integris	Computer Support	804.20
Kattie Holt	PD Uniform Alterations	15.00
Leutz Racing	PW Truck Inspections	900.00
Line-X of Escanaba	PW Truck Bed Liner & Undercoating	1,320.00
Marquette County	Election Costs / Zoning Map	615.95
Menards	Various Dept Supplies	172.99
Michelle Belcher	Reimbursement for Jacket	108.11
Michelle Borrett	Reimbursement for Party Supplies	91.16

MTA	Training	50.00
Miss Dig 811	Membership Fees	1,081.66
MJ Construction & Plowing LLC	Concession Stand Restroom Project	21,775.00
MJ VanDamme	FD Parts	743.92
Modeltown Express	Fuel	3,243.65
North Country Disposal	PW Dump Recycles	305.00
O'Dea Nordeen Burnick & Pickens	Attorney Fees	1,228.00
Paul Sirois	Reimbursement for Safety Glasses	495.00
Pitney Bowes	Postage	1,009.75
Prime Specialty Contracting	Office Furnace	2,972.50
Pomasl	FD Uniforms	2,398.66
Pride Printing	Transfer Station Slips	656.01
Prime Specialty Contracting	Office Furnace Repair	391.01
Quill	Various Dept Supplies	1,177.82
Range	Miss Dig Calls	90.00
Remy Battery	Garbage Truck	128.01
Snyder Drug	Various Dept Supplies	115.72
Signs Unlimited	PD Snowmobile Graphics	125.00
State of Michigan	PD Printing	86.50
State of Michigan	PW L1 Training	45.00
State of Michigan	MI Deal Wex Cards	180.00
The Mining Journal	Publishing	647.20
The Office Planning Group	SC OFF Copier Maintenance	517.66
Unifirst	Carpet/Uniform Service	537.34
Upper Great Lakes	PW Testing	165.00
UP Environmental Services	Engineering	24,285.29
US Postal Service	SC Postage / WS Permit / Box Renewal	548.67
Wells Fargo	Various Dept Supplies	43.20
Total		140,235.87

**Forsyth Township
Additional Bills For Approval
1/23/25**

Vendor	Description	Amount
Amazon	PD Supplies	436.96
Ace Hardwar	Various Dept Supplies	1,933.69
Bound Tree	EMS Medical Supplies	373.29
Bush Furniture	Insurance Desk Replacement	1,337.00
Comfort Inn Okemos	PD Training	419.44

Election Source	Election Supplies	498.12
J. Wright	Compactor/Concession Wiring	6,021.25
Lake Superior Com. Partner.	Dues	360.00
Marquette County	Map	25.00
Marquette County Road Commission	HMA Resurfacing	114,648.86
Pitney Bowes	Postage	502.25
Pomasl	FD Uniforms / Testing	2,398.66
Pomps	EMS/PD Tires	1,367.84
Quill	Office Supplies	101.24
Remy Battery	PW Battery	142.99
Spring City	Light Pole	6,658.00
State of Michigan	MDOT Project	7,257.49
The OPG	Maintenance/Program Copier	421.56
Unifirst	Carpet/Uniform Svc	184.67
UPEA	Engineering	28,773.63
Virginia Nyquist	Reimbursement for FF Bldg Repair	942.81
Willey's Tire Shop	PD Tires	20.00
Zero127 Motorsports	PW Lettering and Alumabond	615.21
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		175,439.96
	Original Bill Listing	140,235.87
	Total Accounts Payable	315,675.83

Voucher Numbers for GO, Police, Clubhouse, Ambulance, Library, Water & Sewer: 89847-90017
Voucher Numbers for Tax 2344-2356

ACTION ITEMS:

Planning Commission Ordinance (14a.): Motion by Lauren, supported by Underwood, to approve the Amended Planning Commission Ordinance, as presented. Roll call: Supervisor Kevern - yes, Clerk Lauren - yes, Treasurer Underwood - yes, Trustee Fowler - yes, Trustee Hammond – yes. Motion carried.

Cemetery Ordinance (14b.): Motion by Underwood, supported by Kevern, to approve the Amended Cemetery Ordinance, as presented. Roll call: Trustee Hammond – yes, Trustee Fowler – yes, Clerk Lauren – yes, Treasurer Underwood – yes, Supervisor Kevern – yes. Motion carried.

Appoint Planning Commission Alternate (14c.): Motion by Underwood, supported by Lauren, to approve appointing Ken Dillinger as the Planning Commission alternate. Motion carried.

PD - Purchase Patrol Vehicle (14d.): Motion by Underwood, 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. Treasurer Underwood stated it is in the budget and is on annual rotation. Motion carried.

PD – Chief Sell Back PTO (14e.): Motion by Lauren, supported by Underwood, to approve the Chief selling back 65 hours of PTO, as requested. Motion carried.

PD – Building Sign Quote (14f.): Motion by Lauren, supported by Underwood, to approve the quote from Zero127 Motorsports & Design for 3 signs, as presented. Motion carried.

PT Laborer – Primarily Custodial Job Description (14g.): Motion by Underwood, supported by Hammond, to approve the Permanent Part-Time Laborer – Primarily Custodial, job description as presented. Supervisor Kevern explained it is a description created for a laborer that is primarily doing custodial work. Motion carried.

Hire PT Laborer - Custodial (14h.): Deleted.

Hire Transfer Station Attendant (14i.): Deleted.

Budget Adjustments (14j.): Motion by Hammond, supported by Underwood, to approve the budget adjustments as presented. Motion carried.

Sewer Clean Out (14k.): Motion by Kevern, supported by Lauren, to approve no longer doing sewer clean outs as a service. There is no cost savings for a resident to use the township and liability is not good for the township. Motion carried.

Water Thaws (14l.): Motion by Lauren, supported by Kevern, to approve no longer thawing water lines as a service. There is liability associated with this service. It is more cost effective for the resident to use an outside service. Motion carried.

Pool Filling (14m.): Motion by Hammond, supported by Lauren, to approve no longer filling pools as a service. Supervisor Kevern stated there is liability associated with this service also. Trustee Hammond explained that it takes many hours for the volunteer firemen to fill a pool with sometimes little compensation. Motion carried.

Employee Vacation Overage (14n.): Motion by Underwood, supported by Lauren, to approve Paul Sirois rolling over his vacation hours which are currently over 240 hours, as requested. Motion carried.

MTA Conference Training (14o.): Motion by Lauren, supported by Hammond, to approve MTA training expenses of \$2,147.00, plus travel and lodging expenses. Clerk Lauren explained that the office staff will be attending. Motion carried.

2025 Poverty Exemption Guidelines (14p.): Motion by Underwood, supported by Lauren, to adopt the 2025 Poverty Exemption Guidelines, as presented. Motion carried.

PW – Purchase Roll Off Truck (14q.): Motion by Kevern, supported by Underwood, to approve purchasing a roll off truck from North Country Disposal not to exceed \$140,000.00. Supervisor Kevern explained he had been searching for some time. He stated it has been in the budget for years and will pay for itself over time. Motion carried.

PW – Pump Starter for Sewer Lift Station (14r.): Motion by Lauren, supported by Underwood, to approve the estimate from Code Electrical for a sewer pump motor starter, not to exceed \$5,000.00, as presented. Motion carried.

Everbridge Contract Renewal (14s.): Motion by Kevern, supported by Underwood, to approve opting out of the Everbridge Contract renewal. Supervisor Kevern stated it is expensive and not many people have signed up. There is no point in continuing with the service. Motion carried.

W/S Committee – Committee Member Recommendations (14t.): Motion by Hammond, supported by Fowler, to approve adding Lori Cronick, Steven Collick, Dee Carter and Paul Sirois as voting members of the Water and Sewer Committee and changing Paula Sirois and Lynn Rodgers to non-voting members, as recommended. Motion carried.

PD – Credit Card (14u.): Motion by Underwood, supported by Lauren, to approve a credit card, with a \$2,000.00 limit, for the Police Department to use for expenses when they are traveling for training. Attorney Nordeen reminded the Board that it can only be used for allowable expenses. Motion carried.

ME Transportation Agreement (14v.): Motion by Kevern, supported by Lauren, to approve the Agreement for Transportation Medical Examiner Services, as presented. Attorney Nordeen suggested two changes. First, changing the first line to having an effective date of January 1, 2023 because of outstanding bills. Second, adding item 7 to read; Payment for the outstanding and unpaid calls in 2023 and 2024 will be paid as soon as possible following the full execution of this agreement at the rate of \$250.00 per call. Motion amended by Kevern, support amended by Lauren, to approve the agreement with the changes recommended by Attorney Nordeen. Motion carried.

DISCUSSION ITEMS:

Transfer Station (15a.): Clerk Lauren stated he would like to open the Transfer Station full time. Trustee Fowler suggested giving the attendant more time to drive the trash and tires to the landfill. Supervisor Kevern believes things will change at the Transfer Station with the roll off truck, compactor and the new hours. He would like a committee to go over the changes and present something to the Board at next month's meeting. He would like acting Superintendent of Public Works Paul Sirois and Trustee Fowler to form a committee with a resident from the public or whomever they see fit.

Fire Signs (15b.): Supervisor Kevern referenced the Emergency Manager's report addressing the need for fire signs. He encouraged the public to continue to reach out but would like Public Work to work on getting signs in place.

Clarification of TPOAM New Hire Wages (15c.): Deleted.

Facebook Live Meetings (15d.): Supervisor Kevern asked the Board their opinions on recording the meetings. He asked Attorney Nordeen to check the legalities of this subject and update the Board next month.

OLD BUSINESS: None

CORRESPONDENCE: None

Public Comment: A resident commented on Facebook use. Mr. Barrett asked when the next meeting will be held.

Board Comment: Trustee Hammond thanked the first responders and the Board for last week's accident involvement. Supervisor Kevern also thanked everyone who responded to the accident, the professionalism was outstanding. He wished the best for the families involved. Treasurer Underwood thanked the Fire Department for their professionalism and recognized the hardship of that department.

Adjournment: Supervisor Kevern adjourned the meeting at 7:10 p.m.

Respectfully submitted,

Stacy Linnee
Board Secretary

Ron Lauren
Forsyth Township Clerk