

**Forsyth Township Board  
Regular Meeting  
Gwinn Community Center  
June 26, 2025**

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, UPEA Representative Chris Holmes, a number of township employees and concerned citizens.

**Approval of Minutes:** Motion by Lauren, supported by Kevern, to approve the minutes from the May 15, 2025 Board Meeting, as presented. Motion carried.

**Agenda:** Motion by Underwood, supported by Lauren, to approve the agenda with the additions of 12o. EMS – Remove EMT and 12p. Township Manager Contract Addendum, and deleting 12L. W/S Committee – 120 E. Sands. Motion carried.

**Retirement – Bookkeeper Lynn Rodgers:** Supervisor Kevern announced the retirement of Bookkeeper Lynn Rodgers. He gave a brief synopsis of Mrs. Rodgers' time with Forsyth Township, then thanked her for her 21 years of service.

**Public Comment:** Jim Jackson commented on unleashed dogs. UPEA Representative Chris Holmes introduced himself.

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

**Manager's Report:** Township Manager Paul Back undated the Board and Community on upcoming grants, the perfect score on the Assessing audit, the EGLE Water Audit with only 3 recommendations, and Emergency Management mutual aid. He will begin rotating community meetings, the first being on July 10<sup>th</sup>. He has been looking into repairs for the Clock Tower. Public Works will be performing repairs on various problems and listed upcoming community needs and events.

**Attorney's Report:** Attorney Nordeen passed out a report of general tasks he has completed for the month and tasks still remaining. He gave a brief summary and listed concerns on specific items.

**Approval of Bills & Vouchers:** Motion by Underwood, supported by Lauren, to approve the bills and vouchers totaling \$256,813.25, as presented. Supervisor Kevern abstained. Motion carried 4-0.

**Forsyth Township  
Bills For Approval  
6/26/25**

<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
Auto Value	Various Dept Parts	2,078.96
10-8 Video	PD Camera	1,995.50
A Cut Above Tree & Lawn Service	Spring Landscaping Maintenance	20,680.00
A Lindberg & Sons	PW Gravel	125.40
A1 Sport & Weld Supply	PD Glasses	12.71
Airgas	PW Gas & Cylinder Rental	85.24
Amazon	PD Supplies	1,145.27
American Welding	EMS Oxygen & Cylinder Rental	263.34
Anthony Baez	Reimbursement for Uniforms	666.00
Barco	PW Pet Waste Bags	113.32
Bergdahl's	PW Trimmer & Line	376.97
Bichler Concrete & Gravel	PW Baseball Concrete	1,396.10
Bound Tree	EMS Medical Supplies	2,860.20
BS&A Software	Accounting Webinar	200.00
City of Marquette	Water Testing	125.00
Core & Main	W/S Software Support	3,700.00
Country Mile Document Destruct	PD Shredding	58.93
Crossroads Truck Repair	PW Parts	168.00
CUPPAD	Recreation Plan	4,500.00
DLP Mqt Physician Practices	Physical	65.00
Drug Screen Plus	Drug Testing	64.00
Elcom	PD Speaker	238.38
Fox Marquette	PD Parts	216.00
Galls	PD Uniforms	14.98
Gordon Food Service	CH SC Food	113.87
Hannula Agency	FD Life & Accident Insurance	1,957.64
Honor CU	Various Dept Supplies	1,165.77
ImperialDade	PW EMS FD Supplies	1,254.23
Integris	Computer Support	803.20
J. Wright	PW Electrical Service	600.00
Lisa Pellegrini	Reimbursement for Grave Marker Flags	849.95
Kimberly Hawkland	Reimbursement for Tourist Park Supplies	162.66
Marquette Fence	PW Ballfield Fence 25% Quote	2,943.00
Matt Perala	EMS Reimbursement for Expo Registration	350.00
Menards	Various Dept Supplies	570.52
Michelle Borrett	SC Reimbursement for Supplies	146.16

Michigan Assoc. of Clerks	Clerk Membership Dues	100.00
MML	Final Executive Search Payment	11,500.00
MML	FD Fire Tournament Fireworks Ins.	750.00
MML	Work Comp Renewal	6,221.00
Michigan Township Assoc.	Membership Dues	5,191.07
MJ VanDamme Trucking	PW Ballfield Dust Control	1,500.00
Modeltown Express	Fuel Various Dept	1,008.82
MSU	Platt Books	400.00
My Web Maestro	Annual Maintenance	270.00
North Country Disposal	Container Rental	525.00
North Country Septic	Sewer Line Thaw, Portable Restrooms	1,050.00
O'Dea, Nordeen, Burink & Pickens	Attorney Fees	1,536.63
Paul Sirois	W/S Consulting	695.10
Pitney Bowes	Postage	1,009.75
Pomasl	FD Uniforms & Parts	1,614.30
Pride Printing	Envelopes & Transfer Station Slips	545.00
Quill	Various Dept Supplies	495.13
Range Telecommunications	Miss Dig	26.75
Remy Battery	PD Battery	167.00
Sehi Computer Products	Computer & Printer for Forsyth Forward	1,633.90
Snyder Drug	Supplies for Various Depts	184.77
State of Michigan	MDOT Quiz Bowl Signs	4,044.61
State of Michigan	PD Printing	168.00
StopStick	PD Parts	84.00
Stryker	EMS Power Cot	64,639.30
Superior Lock & Security	CH Camera Repair & Water Alarm Cell	895.94
Terri Larson	Reimbursement for Tourist Park Supplies	51.29
The Mining Journal	Publishing	2,420.00
Todd Patterson	Reimbursement for Postage	12.30
TransUnion	PD Background Checks	110.00
Trip Wire	PD K9 Explosive Kit	3,900.00
Uline	W/S Storage	533.09
Unifirst	Carpet/Uniform Service	571.80
UPEA	Engineering	9,803.50
US Post Office	Box Renewals & SC Newsletter Postage	270.01
USA Bluebook	W/S Paint	541.92
Wells Fargo	Supplies for Various Depts	133.91
Wex Bank	Fuel Various Dept	3,351.47
WL Construction Supply	FD Saw Blade	416.39
Zach Borrett	SC Reimbursement for Printer	423.99
Zack Kevern	Reimbursement for Tool & Meter	383.35

Zer0127 Motorsports	Various Signs and Lettering	1,738.65
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<b>Total</b>		<b>182,984.04</b>
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**Forsyth Township  
Additional Bills For Approval  
6/26/25**

<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
A1 Sport & Weld Supply	PW Freeze Kit	448.73
Ace Hardware	Various Dept Supplies	538.79
Bound Tree	EMS Medical Supplies	5,866.26
Carrot-Top Industries	PW Ballfield Flag	60.28
Chenier's Greenhouse	Beautification Planting	417.00
Country Mile Document Destruction	PD Shredding	58.93
Crossroads Truck Repair	FD Part	10.00
Galls	PD Uniforms	(14.98)
Grainger	PW Flotation Ring	141.91
Harris	Checks	504.18
ImperialDade	PW Supplies	1,071.17
Integris	Computer Support	4,961.39
Karlie Misenholder	Reimbursement for Uniforms & License	282.84
Kristy Wojtyniak	Reimbursement for License	219.00
Menards	Various Dept Supplies	218.93
Mikes Auto	PW Truck Repair	4,000.00
Modeltown Express	Various Dept Fuel	80.00
Paul Back	Moving Fees	4,500.00
Quill	Various Dept Office Supplies	257.37
Rotary Multiforms	Ballfield Restroom Plaque	219.50
Signs Unlimited	PD Car Decal	425.00
Snyder Drug	Various Dept Supplies	366.08
State of Michigan	Audit Services	21,450.00
State of Michigan	Zoning Admin Training	575.00
Superior Lock	PD Camera Repair	1,623.17
The Office Planning Group	Copier Maintenance	316.63
The Uniform Shoppe	FD Uniforms	518.65
TriMedia	Cemetery Mapping	3,043.75
Unifirst	Carpet/Uniform Svc	212.95
UP Health System	EMS Restocking Fee	220.00
UPEA	Engineering	12,373.50
UPHS - Rampart	Ambulance Billing	7,584.00

US Postal Service	SC Postage	424.19
Zach Borrett	Reimburse SC Computer	854.99
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		<b>73,829.21</b>
	<b>Original Bill Listing</b>	<b>182,984.04</b>
	<b>Total Accounts Payable</b>	<b>256,813.25</b>

Voucher Numbers for GO, Police, Clubhouse, Ambulance, Library, Water & Sewer: 90514-90674

Voucher Numbers for Tax 2375

### **ACTION ITEMS:**

**Amended Fee Schedule (12a.):** Motion by Hammond, supported by Underwood, to approve the revised Fee Schedule, as presented. Motion carried.

**Reimbursement Request for 240 Flint Street (12b.):** Motion by Fowler, supported by Lauren, to approve reimbursing 240 Flint Street \$2,000.00 for concrete replacement for a sewer line repair in 2020. Trustee Fowler explained that a new sewer was installed in 2020, which required Mr. Henry's yard to be dismantled. Supervisor Kevern stated that the contractor at the time said they would replace the concrete but had not followed through on that guarantee. He believes the homeowner should not be responsible for the replacement of the concrete, as it was the Township's responsibility to have the line replaced and follow through with the contractor promise of repair. Motion carried.

**MCRC Construction Agreement (12c.):** Motion by Underwood, supported by Lauren, to approve the Marquette County Road Commission Construction Agreement totaling \$485,181.24, as presented. Clerk Lauren announced the roads being resurfaced. Motion carried.

**SC - Copier (12d.):** Motion by Hammond, supported by Underwood, to approve the Senior Center purchasing a copier for \$7,486.05, as presented. Motion carried.

**Water/Sewer Consulting Compensation (12e.):** Motion by Lauren, supported by Fowler, to approve paying Paul Sirois his existing hourly rate for occasional fill-in services. Motion carried.

**Samsari Devise (12f.):** Motion by Underwood, supported by Fowler, to approve implementing the Samsara devise for 3 years, totaling \$10,800.00, as presented. Treasurer Underwood explained the tracking and diagnostic system. Motion carried.

**Crestview Signs (12g.):** Motion by Lauren, supported by Fowler, to approve placing signs on Crestview, not to exceed \$600.00, as recommended. Motion carried.

**Transfer to Water Fund (12h.):** Motion by Hammond, supported by Underwood, to approve transferring funds to the Water Fund, as presented. Clerk Lauren asked if it would be refunded. Bookkeeper Carter explained the account will be refunded when the bond comes through. Motion carried.

**Zoning – Zoning Amendment 2025-Z4 Site Plans (12i.):** Motion by Underwood, supported by Lauren, to approve the Zoning Ordinance Amendment 2025-Z4, regarding site plans and setbacks, as presented. Roll call: Supervisor Kevern – yes, Treasurer Underwood – yes, Trustee Fowler – yes, Clerk Lauren – yes, Trustee Hammond – yes. Motion carried.

**Zoning – Cleanup of 835 Ironwood (12j.):** Motion by Lauren, supported by Underwood, to approve proceeding with Blight cleanup for 835 W. Ironwood Drive, as requested. Motion carried.

**Increase Transfer Station Fees (12k.):** Motion by Underwood, supported by Kevern, to approve increasing the Transfer Station rate to 25 cents per pound and an allocation of \$50,000.00, as suggested. Discussion ensued. Tipping fees have increased and a full-time employee has been added to the expenses. Clerk Lauren suggested a higher increase, as there are needed improvements. Bookkeeper Carter noted that recycling revenue is included in the operating costs. Motion amended by Underwood, support amended by Kevern, to approve increasing the Transfer Station rate to 30 cents per pound. Motion carried.

Motion by Kevern, supported by Lauren, to approve the new rates going into effect on September 1, 2025. Motion carried.

**W/S Committee – 120 E. Sands (12l.):** Deleted

**EMS – Extended Critical Shortage pay for Firemen’s Tournament (12m.):** Motion by Underwood, supported by Fowler, to approve extending the EMS critical shortage pay for the Firemen’s Tournament, as requested. Discussion ensued. Clerk Lauren does not believe it is needed. Trustee Hammond stated EMS are on call and several will be at the Tournament. Motion failed. 0-5

**PW – Tree Removal (12n.):** Motion by Kevern, supported by Lauren, to approve tree removal at Nordeen Park totaling \$2,300.00, as presented. Supervisor Kevern stated that there are dead trees that must be removed for safety reasons. Motion carried.

**EMS – Remove EMT (12o.):** Motion by Lauren, supported by Underwood, to approve removal of Krystol Neadows from EMS, as recommended. Motion carried.

**Township Manager Contract Addendum (12p.):** Motion by Lauren, supported by Underwood, to approve the Manager Contract Addendum for Hiring and Firing Employees, as presented. Discussion ensued. Clerk Lauren stated it should have been in his contract initially. Attorney Nordeen asked the Board if they would like to include department heads or contractual employees. Motion amended by Lauren, support amended by Underwood, to approve the Township Manager Contract Addendum for hiring and firing employees except full-time contracted employees. Clarification was made. This does not include the Township Manager or the Chief of Police. Motion carried.

#### **DISCUSSION ITEMS:**

**Commercial Brush Dumping (13a.):** Treasurer Underwood was approached by several residents who were concerned that no decision was made for commercial brush dumping. Dumping of stumps is currently not permitted. Permits and cost were suggested. Clerk Lauren inquired about monitoring the site. Supervisor Kevern stated the current chipper would like more brush, rather than less. Trustee Hammond asked how many commercial people use it currently. Treasurer Underwood currently does

not see dump trucks but does see occasional dump trailers. Trustee Fowler is concerned about the decking that has been dumped.

**Motion by Kevern, supported by Lauren, to open the brush site for commercial and residential dumping of brush only, no stumps. Motion carried.**

**Review Zoning Committee Attendance (12p.):** Zoning Administrator Carter stated ZBA has many absences, due to work schedules. There are incompatible positions for the Board representative. Administrator Carter suggested moving the meeting days. Attorney Nordeen will research alternatives for the ZBA Board representative.

**OLD BUSINESS:** None

**CORRESPONDENCE:** None

**Public Comment:** None

**Board Comment:** Clerk Lauren asked UPEA Representative Chris Holmes for timing on the bond. Mr. Holmes explained the process. He is hoping it will be issued by the fall. Supervisor Kevern congratulated Lynn Rodgers on her retirement. Treasurer Underwood asked if the Concession Stand was complete. Lead Man Kevern confirmed its completion. Supervisor Kevern thanked everyone for coming.

**Adjournment:** Supervisor Kevern adjourned the meeting at 7:27 p.m.

Respectfully submitted,

Stacy Linnee  
Board Secretary

Ron Lauren  
Forsyth Township Clerk