

**Forsyth Township Board  
Regular Meeting  
Gwinn Community Center  
August 21, 2025**

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

**Board Members Present:** Supervisor Kevern, Treasurer Underwood and Trustee Fowler

**Board Members Absent:** Clerk Lauren and Trustee Hammond

**Also Present:** Township Manager Back, 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 July 17, 2025 Board Meeting, as presented. Motion carried.

**Agenda:** Motion by Underwood, supported by Fowler, to approve the agenda with the additions of: 10h. FD - Purchase Hose Testing Machine, 10i. CH – Cleaning Deposit, 10j. Purchasing Policy and 10k. Board Liaisons. Motion carried.

**Public Comment:** Colleen Carlyle passed out a handout to the Board Members. She commented on gardens, wildlife, pollinators and modifying the Blight Ordinance. Stacy Jo Shiller commented on pollination and gardens. Ryan Lipinski stated ground bees are federally protected. Paul Thares commented on the condition of Johnson Lake Road, pollination areas and ordinance change. Tammy Wills commented on pollination and forums for ordinance change. Brenda England stated ordinances can change.

**Manager's Report:** Township Manager Paul Back updated the Board and Community on the following items: new Water Committee members, Firefighters specifying the new fire truck, water shut offs, Senior Center copier installed, Library used book sale, Police Officer trainings, upcoming road resurfacing, workplace "employee only" areas.

**Attorney's Report:** Attorney Nordeen handed out a report to the Board Members. He met with the landfill which resulted in affirmation of small haulers needing permits from municipalities in which the rubbish is coming from, not just one permit from a neighboring community. He intends to meet with the MCRC regarding Serenity Drive. He continues to work on the MGH/Rampart charges. The Marquette County Watershed Program received a tire grant which has various drop-off locations. Army Rangers had been training in the area.

**Approval of Bills & Vouchers:** Motion by Underwood, supported by Fowler, to approve the bills and vouchers totaling \$100,464.40, as presented. Supervisor Kevern abstained. Motion carried 2-0.

**Forsyth Township  
Bills For Approval  
7/17/25**

<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
Auto Value	Various Dept Parts	1,877.77
A. Lindberg & Sons	Water Topsoil	317.50
Ace Hardware	Various Dept Supplies	1,553.93
A Cut Above Tree and Lawn Care	Sod on Boulevard	8,550.00
Airgas	PW Gas	44.47
Amazon	OFF PD Supplies	473.06
American Welding	EMS Cylinder Rental	298.12
Avis Ketola	Reimbursement for Training	100.00
Bergdahls	PW Parts	696.31
Bound Tree	EMS Medical Supplies	3,233.42
BS&A Software	Assessing Computer Support	1,637.00
City of Marquette	Water Testing	75.00
Core & Main	Water Parts	377.74
Country Mile Document	PD Shredding	58.93
Financial Systems Corp	Alarm Monitoring	263.40
Fox Marquette	PD Parts	30.60
GLS Service LLC	EMS Powerload Installation	1,950.00
GFS	SC Food	221.40
Honor CU	Various Dept Supplies	867.96
Integris	Computer Support	835.10
JF Ahern	Fire Equipment Checks	1,941.03
Jerry's Small Engine	PW Parts	78.98
Kimberly Hawkland	Reimbursement for Tourist Park Supplies	32.74
Lexipol	PD Training Program	684.67
Marquette County Road Comm.	Dust Control	8,845.27
Michelle Borrett	SC Reimbursement for Postage, Meal, Supplies	1,193.45
Modeltown Express	Fuel Various Dept	1,335.80
North Country Septic	Portable Restroom Service	205.00
Northern Design Works	CH Skylight	1,932.00
Northland	PW Parts	69.51
O'Dea, Nordeen, Burink & Pickens	Attorney Fees	1,012.00
Pitney Bowes	Postage	1,009.75
Pomasl	FD Bunker Gear	3,380.42
Quill	Various Dept Supplies	919.87
Range Telecommunications	Miss Dig	38.25

Samsara	PW PD EMS Monitoring Devices	2,247.40
Snyder Drug	PD W/S Supplies	169.05
Spielbauer Fireworks	Fireworks	12,500.00
State of Michigan	PD Printing	42.00
State of Michigan	EMS QA Assessment	379.93
Superior Lock	W/S Alarm Monitoring	359.88
The Mining Journal	Publishing	1,332.00
The Office Planning Group	SC Copier & Maintenance	7,655.45
TransUnion	PD Background Checks	110.00
TriMedia	Cemetery Mapping	6,158.75
Unifirst	Carpet/Uniform Service	427.12
Wells Fargo	Supplies for Office	23.88
Wex Bank	Fuel Various Dept	3,329.37
Zer0127 Motorsports	Signs	722.98
<b>Total</b>		<b>81,598.26</b>

**Forsyth Township  
Additional Bills For Approval  
7/17/25**

<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
A Lindberg & Sons	Cemetery Topsoil	683.25
Ace	Various Dept Supplies	788.15
Amazon	PW PD Supplies	348.66
Core & Main	Water Parts	1,827.13
ElectionSource	Election Supplies	695.78
Harris Computer Systems	W/S Bills	1,209.87
ImperialDade	Park Supplies	393.57
Integris	Computer Support	6,144.24
Mikes Auto Center	PW Truck Repair	2,750.00
Quill	Various Dept Supplies	470.29
Red Power Diesel	FD Truck Testing	2,118.68
Safelite	PD Vehicle Repair	304.78
Steven Jakubowski	Reimbursement for Water Filters	231.90
The Office Planning Group	EMS FD Toner	160.00
Unifirst	Carpet/Uniform Svc	193.81
US Postal Service	SC Newsletter Postage	75.32
Zer0127 Motorsports	PW Sign, Lettering	470.71

	<b>18,866.14</b>
<b>Original Bill Listing</b>	<b>81,598.26</b>
<b>Total Accounts Payable</b>	<b>100,464.40</b>

Voucher Numbers for GO, Police, Clubhouse, Ambulance, Library, Water & Sewer: 90839 - 90991  
 Voucher Numbers for Tax 2377 -  
 2390

**ACTION ITEMS:**

**Clubhouse Roof Proposals (10a.):** Motion by Kevern, supported by Underwood, to approve quotes from Bell Roofing and Closner Construction to replace the roof of the clubhouse totaling \$64,518.00, as presented. Treasurer Underwood confirmed the quote does include removing the skylight. Motion carried.

**MCRC Construction Agreement (10b.):** Motion by Underwood, supported by Fowler, to approve the Marquette County Road Commission Construction Agreement for the estimated cost of \$60,933.60, as presented. Motion carried.

**SC – Intergenerational Program Expense (10c.):** Motion by Underwood, supported by Fowler, to approve the Senior Center spending \$2,600 for intergenerational programming, \$2,500 is a grant already received, as requested. Trustee Fowler explained the additional amount is only if costs have increased since the original estimate. Motion carried.

**312 Ave A Clean-Up (10d.):** Motion by Kevern, supported by Underwood, to approve proceeding with the clean-up of 312 Avenue A, as requested. Motion carried.

**W/S Committee – 18 E. Stephenson (10e.):** Motion by Underwood, supported by Fowler, to approve adjusting the water and sewer bill for 18 E. Stephenson Ave, as recommended. Motion carried.

**W/S Committee – Northernnaire Estates (10f.):** Motion by Underwood, supported by Fowler, to approve adjusting the water and sewer bill for Northernnaire Estates, as recommended. Motion carried.

**Condominium Development (10g.):** Motion by Underwood, supported by Fowler, to approve proceeding with the process of the proposed Condominium Development. Discussion ensued. Jim Delmont explained one of his companies is in a joint venture with one of Kyle Aho’s company. He stated they are looking into 3 projects for housing. He referred to a map he had previously furnished the Board Members. Mr. Delmont and Mr. Aho need the support of the Board in order to apply for grants. Mr. Aho explained the grant involved. They met with the Marquette County Land Bank and MSHDA. Attorney Nordeen explained this Board could not approve the development at this time, but could offer their support. Motion amended by Underwood, support amended by Fowler, to support the proposed Condominium Development. Trustee Fowler asked if it would be best to wait until there was a full Board. Mr. Aho explained the timing is critical to start the process now. He went on to explain the timeline of the phases involved. Motion carried.

**FD – Purchase Hose Testing Machine (10h.):** Motion by Kevern, supported by Underwood, to approve the Fire Department purchasing a hose testing machine for \$3,000.00. Discussion ensued. Supervisor Kevern asked if a certification was needed to operate. Attorney Nordeen confirmed no certification is required. The fee for annual testing by an outside company is significantly higher than purchasing the machine. Motion carried.

**CH – Cleaning Deposit (10i.):** Motion by Kevern, supported by Fowler, to approve eliminating the Clubhouse Cleaning Deposit. Motion carried.

**Purchasing Policy (10j.):** Motion by Kevern, supported by Underwood, to approve the revised Purchasing Policy. Supervisor Kevern explained the policy. He reiterated that individual Board Members will not have purchasing power. Motion carried.

*It is the policy of the Forsyth Township Board that the Lead Man – Recreation, Building & Grounds, Zoning Administrator, Fire Chief, Assessor, EMS Director and Senior Center Director have the authority to make purchases of \$500.00 or less from their respective currently approved Department Budgets. The Police Chief has the authority to make purchases of \$1,000.00 or less from the Police Department Budget. The Township Manager has the authority to make purchases of \$5,000.00 or less from the Township’s currently approved budget. These purchases must be legitimate department expenses. The exception to this policy is any type of vehicle, heavy equipment, or other purchases which may create long-term expenses to the Township. In these situations, the item must be approved by the Forsyth Township Board prior to purchasing. This policy replaces all Board Member Purchasing Policies and Department Supervisor Purchasing Policies.*

**Board Liaisons (10k.):** Motion by Underwood, supported by Kevern, to approve the revised list of Board Liaisons, as presented. He feels the Manager should be the liaisons on all other groups. Motion carried.

**DISCUSSION ITEMS:** None

**OLD BUSINESS:** None

**CORRESPONDENCE:** None

**Public Comment:** Ryan Lapinski commented on a dance to be held Friday on Scorpion Street. Natalie Thares commented on pollinators and blight.

**Board Comment:** Supervisor Kevern clarified no one is against pollinators, but the ordinance needs to fit all residents. Treasurer Underwood apologized for the condition of Johnson Lake Road. The situation has been rectified. Trustee Fowler questioned the sign on Iron Pin Trail regarding resident only brush dumping and believes the Public Works Department equipment should be stored inside.

**Adjournment:** Supervisor Kevern adjourned the meeting at 7:12 p.m.

Respectfully submitted,

Stacy Linnee  
Board Secretary

Ron Lauren  
Forsyth Township Clerk