

# CHARTER TOWNSHIP OF FLUSHING

6524 N. SEYMOUR ROAD  
FLUSHING, MICHIGAN 48433  
BOARD OF TRUSTEES MINUTES

**DATE: MARCH 11, 2021**

**TIME: 7:00 P.M.**

**PHONE: 810-659-0800**

**FAX: 810-659-4212**

**WEB PAGE: <http://flushingtowship.com>**

**ADMINISTRATION:**

**SUPERVISOR:** Frederick R. Thorsby  
**CLERK:** Wendy D. Meinburg  
**TREASURER:** Terry A. Peck

**TRUSTEES:**

William Bain  
Linda Minarik  
William L. Westenbarger  
Sharilynn K. Willette

**TOWNSHIP ATTORNEY:**

STEVEN W. MOULTON PLLC  
6258 W. Pierson Road  
Flushing, MI 48433  
810-407-7658

**THIS WAS A ZOOM MEETING**

- I. MEETING CALLED TO ORDER** at 7:02 P.M. by **SUPERVISOR FREDERICK R. THORSBY** with Roll Call and the Pledge of Allegiance to the American Flag.
- II. ROLL CALL:** Peck, Thorsby, Willette, Westenbarger, Bain, Minarik and Meinburg. Attorney Steven Moulton was also present.

**MEMBERS ABSENT:** None

**OTHER INDIVIDUALS PRESENT:** Sixty-three (63)

**APPROVAL OF AGENDA FOR MARCH 11, 2021**

**TREASURER PECK MOVED**, supported by Trustee Westenbarger to approve the agenda.

**ACTION ON THE MOTION**

**ROLL CALL VOTE:**

**AYES:** Meinburg, Westenbarger, Thorsby, Bain, Peck, Minarik, and Willette

**NAYS:** None

**THE MOTION CARRIED UNANIMOUSLY**

**APPROVAL OF DRAFT MINUTES OF THE BOARD MEETING OF FEBRUARY 11, 2021**

**CLERK MEINBURG MOVED**, supported by Treasurer Peck to approve the Minutes of the February 11, 2021 Board Meeting, with the correction being made under IV. UNFINISHED BUSINESS to clarify distinction between resident and non-resident comments.

**ACTION ON THE MOTION**

**ROLL CALL VOTE:**

**AYES:** Thorsby, Bain, Minarik, Westenbarger, Peck, Meinburg, and Willette

**NAYS:** None

**THE MOTION CARRIED UNANIMOUSLY**

**APPROVAL OF PAYMENT OF BILLS**

**TREASURER PECK MOVED**, supported by Trustee Willette to approve the payment of bills.

**ACTION ON THE MOTION**

**ROLL CALL VOTE:**

**AYES:** Peck, Bain, Meinburg, Thorsby, Westenbarger, Minarik, and Willette

**NAYS:** None

**THE MOTION CARRIED UNANIMOUSLY**

**III. PUBLIC COMMENTS:**

**OPEN FOR PUBLIC COMMENTS: 7:15 P.M.**

Three people spoke in opposition of the proposed Home Occupation ordinance.

**CLOSED FOR PUBLIC COMMENTS: 7:24 P.M.**

**IV. UNFINISHED BUSINESS:**

1. Motion to approve the Second Reading of the amendment to the Home Occupation Ordinance 21-01.

**TREASURER PECK MOVED**, supported by Trustee Willette to **UNTABLE** this agenda item and **REFER BACK** to the Planning Commission for a Public Hearing at their next Planning Commission meeting on Monday, April 12, 2021.

**ACTION ON THE MOTION**

**ROLL CALL VOTE:**

**AYES:** Meinburg, Willette, Bain, Peck, Minarik, Westenbarger and Thorsby

**NAYS:** None

**THE MOTION CARRIED UNANIMOUSLY**

**V. NEW BUSINESS:**

1. Motion to approve Budget Amendments for Fiscal Year 2020-2021 as presented.

**CLERK MEINBURG MOVED**, supported by Treasurer Peck to approve Budget Amendments for Fiscal Year 2020-2021.

A brief overview of the budget was given by Karla Carpenter, Finance Director.

**ACTION ON THE MOTION**

**ROLL CALL VOTE:**

**AYES:** Peck, Minarik, Willette, Bain, Westenbarger, Thorsby and Meinburg

**NAYS:** None

**THE MOTION CARRIED UNANIMOUSLY**

2. Motion to approve GASB 75 Service Agreement with Nyhart Company.

**TRUSTEE WILLETTE MOVED**, supported by Trustee Westenbarger to approve GASB 75 Service Agreement with Nyhart Company.

**ACTION ON THE MOTION**

**ROLL CALL VOTE:**

**AYES:** Peck, Meinburg, Minarik, Bain, Willette, Westenbarger and Thorsby

**NAYS:** None

**THE MOTION CARRIED UNANIMOUSLY**

3. Motion to select and approve the auditor for the upcoming yearly financial audit.

**TREASURER PECK MOVED**, supported by Trustee Bain to approve the hiring of Yeo and Yeo to conduct the upcoming yearly financial audit. They will replace the current auditor, Plant Moran. This will be a 5-year contract and will result in a significant savings of \$30,500 over the 5-year period.

A brief comment was made by Karla Carpenter pertaining to the auditing process.

**ACTION ON THE MOTION**

**ROLL CALL VOTE:**

**AYES:** Thorsby, Westenbarger, Meinburg, Bain, Peck, Willette, and Minarik

**NAYS:** None

**THE MOTION CARRIED UNANIMOUSLY**

4. Motion to approve request to grant pay raise for the Police Department Administrative Assistant.

**CLERK MEINBURG MOVED**, supported by Trustee Westenbarger to grant pay raise for the Police Department Administrative Assistant from \$18.00 per hour to \$18.54 per hour.

**ACTION ON THE MOTION**

**ROLL CALL VOTE:**

**AYES:** Peck, Thorsby, Willette, Westenbarger, Bain, Minarik and Meinburg

**NAYS:** None

**THE MOTION CARRIED UNANIMOUSLY**

5. Motion to approve the Genesee County Road Commission's price for mowing.

**CLERK MEINBURG MOVED**, supported by Treasurer Peck to approve the Genesee County Road Commission's price of \$24,417.24 for mowing various locations within the township.

**ACTION ON THE MOTION**

**ROLL CALL VOTE:**

**AYES:** Meinburg, Westenbarger, Thorsby, Bain, Peck, Minarik and Willette

**NAYS:** None

**THE MOTION CARRIED UNANIMOUSLY**

6. Motion to approve the purchase of a new Police vehicle.

**TREASURER PECK MOVED**, supported by Trustee Westenbarger to approve the purchase of a new Police vehicle.

**ACTION ON THE MOTION**

**ROLL CALL VOTE:**

**AYES:** Thorsby, Bain, Minarik, Westenbarger, Peck, Meinburg and Willette

**NAYS:** None

**THE MOTION CARRIED UNANIMOUSLY**

7. Motion to approve the price of \$4475 for the prescribed burn of the Red and Blue sections of the Flushing Township Nature Park by Plante Wise.

**CLERK MEINBURG MOVED**, supported by Trustee Willette the price of \$4475 for the prescribed burn of the Red and Blue sections of the Flushing Township Nature Park by Plante Wise.

**ACTION ON THE MOTION**

**ROLL CALL VOTE:**

**AYES:** Peck, Bain, Meinburg, Thorsby, Minarik and Willette

**NAYS:** Westenbarger

**THE MOTION CARRIED**

8. Motion to close the office other than for election purposes only on the Monday and Tuesday before an election.

**CLERK MEINBURG MOVED**, supported by Trustee Willette to approve closing the office other than for election purposes only on the Monday and Tuesday before an election.

**ACTION ON THE MOTION**

**ROLL CALL VOTE:**

**AYES:** Meinburg, Willette, Bain, Peck, Minarik, Westenbarger and Thorsby

**NAYS:** None

**THE MOTION CARRIED UNANIMOUSLY**

**VI. REPORTS:**

1. Supervisor's Report – Supervisor  
Monthly Building Report  
Monthly Code Enforcement Report  
Fire Department Report
2. Clerk's Report – Clerk
3. Treasurer's Report – Treasurer  
Water Report
4. Flushing Township Police Department – Chief Bolin

**VII. PUBLIC COMMENTS**

**OPEN FOR PUBLIC COMMENTS: 8:22 P.M.**

Seven individuals gave comment. One resident spoke in favor of the proposed Home Occupation ordinance, six people spoke who were opposed to the proposed Home Occupation ordinance.

**CLOSED FOR PUBLIC COMMENTS: 8:43 P.M.**

**VIII. BOARD COMMENTS:**

Trustee Bain gave a brief report from Genesee County Metropolitan Planning Commission.

Supervisor Thorsby welcomed Dean Gross as the new Township Code Enforcement Officer.

Trustee Willette reported the new van for the Flushing Area Senior Center would be arriving next week. They are extremely grateful for the township's role in ensuring the seniors have a safe and reliable mode of transportation.

Trustee Minarik inquired about when rental of the Flushing Township Hall would resume. Supervisor Thorsby shared this would be evaluated after April 1, 2021, contingent on how the Governor chooses to proceed regarding Covid-19 restrictions.

**IX. NEXT REGULAR MEETING:** April 8, 2021

**X. ADJOURNMENT**

**TRUSTEE WESTENBARGER MOVED**, supported by Trustee Minarik to adjourn the meeting at 8:50 P.M.

**THE MOTION CARRIED UNANIMOUSLY.**

---

WENDY D. MEINBURG, Clerk

---

FREDERICK R. THORSBY, Supervisor

APPROVED DATE \_\_\_\_\_

RECORDING SECRETARY: Mandy Hemingway, Deputy Clerk  
3/11/2021

