

CHARTER TOWNSHIP OF FLUSHING

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

DATE: SEPTEMBER 14, 2017

TIME: 7:00 P.M.

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

ADMINISTRATION:

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

TRUSTEES:

Jenifer Almassy
Daniel McGrath
Linda Minarik
William L. Westenbarger

TOWNSHIP ATTORNEY:

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

Prior to the Regular Board Meeting, an Audit Presentation was given to the Board by Plante Moran for the year ending March 31, 2017 at 6:00 P.M. and made a part of the official minutes.

- I. MEETING CALLED TO ORDER** at 7:00 P.M. by **SUPERVISOR FREDERICK R. THORSBY** with Roll Call and the Pledge of Allegiance to the American Flag.
- II. ROLL CALL:** Linda Minarik, Fred Thorsby, Dan McGrath, Jenifer Almassy, Wendy Meinburg, William Westenbarger, and, Terry Peck. Attorney Steven Moulton was also present.

MEMBERS ABSENT: None

OTHER INDIVIDUALS PRESENT: Eight (8)

APPROVAL OF AGENDA FOR SEPTEMBER 14, 2017:

TREASURER PECK MOVED, supported by Trustee Almassy to adopt the agenda as submitted.

Trustee Westenbarger questioned Item 2 under New Business as to whether they would be voted individually and it was stated they would. Also Item 7 should say recoat instead of resurface.

THE MOTION TO APPROVE THE AMENDED AGENDA CARRIED UNANIMOUSLY.

APPROVAL OF DRAFT MINUTES OF REGULAR BOARD MEETING OF AUGUST 10, 2017 MEETING.

TRUSTEE WESTENBARGER MOVED, supported by Trustee McGrath to approve the minutes of the August 10, 2017 Board Meeting.

THE MOTION CARRIED UNANIMOUSLY.

APPROVAL OF PAYMENT OF BILLS:

CLERK MEINBURG MOVED, supported by Treasurer Peck to approve the payment of bills.

Treasurer Peck pointed out all the expenses for the Police Dept. fire will be reimbursed by insurance. After a brief discussion regarding various items, the following action was taken.

THE MOTION CARRIED UNANIMOUSLY.

III. PUBLIC COMMENTS:

OPEN FOR PUBLIC COMMENTS: 7:10 P.M.

No individuals gave comments

CLOSED FOR PUBLIC COMMENTS: 7:11 P.M.

IV. OLD BUSINESS:

None

V: NEW BUSINESS

1. Introduction of new Police Officer, Roy Hatchette, for Middle School.

Chief Fairchild introduced Officer Hatchette and he gave a brief biography to the Board stating he was married, with three children and had been a police officer with Thetford Township.

2. Motion to approve the appointment of Don Liske and Sharilyn Willette to the Compensation Commission.

TREASURER PECK MOVED, supported by Clerk Meinburg to approve the appointment of Don Liske to the Compensation Commission.

ACTION ON THE MOTION

ROLL CALL VOTE:

AYES: Peck, Meinburg, Almassy, McGrath, Minarik and Thorsby

NAYS: Westenbarger

MOTION CARRIED

CLERK MEINBURG MOVED, supported by Treasurer Peck to approve the appointment of Sharilynn Willette to the Compensation Commission.

ACTION ON THE MOTION:

ROLL CALL VOTE

THE MOTION CARRIED UNANIMOUSLY

3. Public presentation of Audit Report by Plante Moran

Ms. Chrystal Simpson, CPA with Plante Moran gave the presentation.

4. Motion to approve MERS Resolution for the Retirement Health Care Savings Account.

TRUSTEE ALMASSY MOVED, supported by Trustee McGrath to approve MERS Resolution for the Retirement Health Care Savings Account.

THE MOTION CARRIED UNANIMOUSLY.

5. Motion to approve Supervisor Thorsby to sign the agreement with MERS for the defined contribution.

TREASURER PECK MOVED, supported by Trustee Almassy to approve Supervisor Thorsby to sign the agreement with MERS for the defined contribution.

THE MOTION CARRIED UNANIMOUSLY.

6. Motion to accept the quote for gravel for the Flushing Township Nature Park.

TRUSTEE ALMASSY MOVED, supported by Trustee Westenbarger to accept the quote for gravel for the Flushing Township Nature Park from Donaldson & Sons as it is a township business.

THE MOTION CARRIED UNANIMOUSLY.

7. Motion to accept quote to recoat the Township Parking Lot.

Treasurer Peck stated he asked for bids from several companies to repair the township parking lot. He further stated that he was told it was too late in the season to do the repair properly.

TREASURER PECK MOVED, supported by Trustee Westenbarger to postpone bids until next February, at which time, we will look at the budget and see if there is enough money to repair the parking lot and possibly split the cost between the 2017-18 and 2018-19 budget if necessary and also be able to complete the repair in good weather.

THE MOTION CARRIED UNANIMOUSLY.

8. Motion to purchase approximately 195 Fire Hydrant Flags from Michigan Pipe and Valve – Saginaw Office at a cost of \$15 each for a total not to exceed \$2,925.

Trustee Minarik questioned whether inquiries had been made to a local company, Ferguson's, on Pierson Road for the flags. After a brief discussion, it was decided to not specify a company as long as the cost did not exceed \$15 per flag.

TRUSTEE WESTENBARGER MOVED, supported by Trustee Almassy to purchase 195 fire hydrant flags not to exceed a cost of \$15 each.

THE MOTION CARRIED UNANIMOUSLY

VI. REPORTS:

1. Supervisor Thorsby stated he had contacted a federal grant agency called Safer Routes to School. The grant administrator, Katie Johnson, will be at a meeting at the middle school, September 25th at 7:00 P.M. and everyone is invited, i.e. Supervisor Thorsby, Clerk Meinburg, Tim Stein, teachers, parents, etc. to discuss the grant process to give us money to install sidewalks from middle school to high school. They allocate up to \$200,000 per school and would like to two other elementary schools which are in the City. It is an 80/20 grant with MDOT picking up the 20% part.

Supervisor Thorsby stated he met with Rowe Engineering today regarding cell towers in the Township right of ways and discussed how to preserve those right of ways.

Supervisor Thorsby gave a brief report on the Building Inspector situation with the Township, pointing out the building repair for the fire in the Police Department has been delayed while waiting for the inspections from the State Building Inspector. And, this is happening for anyone who has requested a building permit in the Township. He stated we could hire our own inspector on a contractual basis and pay out of permit fees or contract with a company called Safe Built to provide us with an inspector. City of Flushing, Mt. Morris, and Owosso are using it and are happy with the company. He pointed out that payment was based on permit fees issued, so if no permits were being issued, we would not have to pay. It would be a five year contract with Safe Built, with a 30 day cancellation clause. Code enforcement would be an additional cost. Trustee Almassy pointed out the favorable points of hiring our own inspector rather than contracting with a company for those services. There was also a brief discussion on the cost of the software from B S & A. Supervisor Thorsby stated he would do some more research and Trustee McGrath suggested contacting the MTA for information. The Police Department is currently handling the Code Enforcement.

2. Clerk Meinburg stated we are in receipt of the new voting equipment and next week the training will start.
3. Treasurer Peck stated interest rates are going up. He is working with Chemical Bank and Fifth Third right now.
4. Chief Fairchild gave the police report. He briefly touched on problems with the mobile home park on Mt. Morris Road.
5. Fire report given by Supervisor Thorsby

VII. PUBLIC COMMENTS:

OPEN FOR PUBLIC COMMENTS: 8:15 PM

One individual, Zack Baxter, an Eagle Scout candidate, gave his report on his project in the Nature Park to the Board

CLOSED FOR PUBLIC COMMENTS: 8:18 PM

VIII. BOARD COMMENTS:

Treasurer Peck spoke briefly about problems of vandalism in the Nature Park and asked for Park Visitors to be observant.

IX. NEXT REGULAR MEETING:

October 12, 2017 at 7:00 P.M.

X. ADJOURNMENT:

TRUSTEE WESTENBARGER MOVED, supported by Trustee Minarik to adjourn the meeting at 8:20P.M.

THE MOTION CARRIED UNANIMOUSLY.

WENDY D. MEINBURG, Clerk

FREDERICK R. THORSBY, Supervisor

APPROVED DATE _____

RECORDING SECRETARY: Joyce A. Wilson, Deputy Clerk

09/14/2017