

# **CHARTER TOWNSHIP OF FLUSHING**

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

**DATE: NOVEMBER 9, 2017**

**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:**

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

- 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:** 10

**APPROVAL OF AGENDA FOR NOVEMBER 9, 2017:**

**TRUSTEE ALMASSY MOVED**, supported by Trustee Westenbarger to adopt the agenda as submitted.

**THE MOTION CARRIED UNANIMOUSLY.**

**APPROVAL OF DRAFT MINUTES OF REGULAR BOARD MEETING OF OCTOBER 12, 2017.**

**TREASURER PECK MOVED**, supported by Trustee McGrath to approve the minutes of the October 12, 2017 meeting.

**THE MOTION CARRIED UNANIMOUSLY.**

**APPROVAL OF PAYMENT OF BILLS:**

**TREASURER WESTENBARGER MOVED**, supported by Treasurer Peck to approve the payment of bills.

There was a brief discussion regarding the police department generator being charged to the township's budget instead of the police department's.

**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. Motion to adopt an Ordinance 17-3 to amend sections 5-26 through 5-32, inclusive, of the code of ordinances to allow the township to assume responsibility for the administration and enforcement of the Stille-Derossett-Hale single state construction code Act, 1972 PA 230, MCL 125.1501, et seq., as amended; and to authorize the township to designate a qualified agent to discharge such responsibility – Supervisor

**TREASURER PECK MOVED**, supported by Clerk Meinburg to adopt an Ordinance 17-3 to amend sections 5-26 through 5-32, inclusive, of the code of ordinances to allow the township to assume responsibility for the administration and enforcement of the Stille-Derossett-Hale single state construction code Act, 1972 PA 230, MCL 125.1501, et seq., as amended; and to authorize the township to designate a qualified agent to discharge such responsibility.

The Board briefly discussed with Attorney Moulton the process of returning the township to its own building inspections and code enforcement. Attorney Moulton stated this would be considered the first reading of the ordinance and once it is adopted, it has to be published or made available at the township office. Supervisor Thorsby stated the appointment with the State for the return of the building inspection function is January 14, 2018.

**THE MOTION CARRIED UNANIMOUSLY.**

2. Motion to approve contract with Safe Built to assume the responsibility for administration and enforcement of building inspections for the township - Supervisor

**CLERK MEINBURG MOVED**, supported by Trustee Westenbarger to approve the contract with Safe Built to assume the responsibility for administration and enforcement of building inspections for the township.

Supervisor Thorsby stated the City of Flushing is using Safe Built and is satisfied with their work. There was further discussion regarding the initial outlay of approximately \$15,000 for the necessary software. Our Assessor would also have access to this software which would enable him to be able to see improvements to property in the township.

**CLERK MEINBURG MOVED TO AMEND THE MOTION**, supported by Trustee Westenbarger to become effective with the adoption and second reading of the ordinance.

**ACTION ON THE MOTION:**

**ROLL CALL VOTE**

**AYES:** Peck, Meinburg, Thorsby, McGrath, Almassy, Westenbarger and Minarik.

**NAYS:** None

**MOTION CARRIED UNANIMOUSLY**

3. Motion to purchase new tables and chairs with storage carts for the township hall in an amount not to exceed \$5,000 – Clerk

**TREASURER PECK MOVED**, supported by Trustee Westenbarger to purchase new tables and chairs with storage carts for the township hall in an amount not to exceed \$5,000.

Discussion where to purchase the tables and chairs ensued along with the types of carts to use for storage purposes.

**TRUSTEE WESTENBARGER MOVED TO AMEND THE MOTION**, supported by Clerk Meinburg, to not include an amount to exceed in the purchase of the tables and chairs.

**ACTION ON THE MOTION:**

**ROLL CALL VOTE**

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

**NAYS:** None

**MOTION CARRIED UNANIMOUSLY**

4. Motion to approve the recommendations from the Compensation Commission – Supervisor

**TRUSTEE WESTENBARGER MOVED**, supported by Trustee McGrath to approve the recommendations from the Compensation Commission.

The Board discussed attendance at meetings, with Supervisor Thorsby pointing out the Trustees were members of other committees and commissions in addition to being on the Board of Trustees where attendance is required. The general consensus was not to penalize someone from missing a meeting unless it was becoming a habitual problem.

**ACTION ON THE MOTION:**

**ROLL CALL VOTE**

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

**NAYS:** None

**MOTION CARRIED UNANIMOUSLY**

5. Closed Session – opinion of Attorney Moulton regarding a tax tribunal case

The tax tribunal case in question was now public knowledge, therefore, this item was discussed in open session.

Attorney Moulton informed the Board of the tribunal's decision in regards to Hyde Park non-profit 5013C and the ramifications it would have on the township and police department as far as property taxes were concerned. It was stated approximately \$500 reimbursement from the township and \$3,400 from the police department. Attorney Moulton stated he would look into the mechanics of how to refund the money with the County.

**TRUSTEE MCGRATH MOVED**, supported by Trustee Almassy to approve reaching a settlement to refund the amount of taxes paid, plus the statutory interest rate.

**ACTION ON THE MOTION:**

**ROLL CALL VOTE**

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

**NAYS:** None

**MOTION CARRIED UNANIMOUSLY**

**VI. REPORTS:**

1. Supervisor's Report - Supervisor Thorsby reported the parking lot lights had been replaced with LED lights and invited those present to tour the police department after the meeting and check out their lighting. He went on to discuss improving all the lighting in the township building and the savings it would generate.
2. Clerk's Report – Clerk Meinburg stated the election was a success with the new equipment and it has already been certified.

3. Treasurer's Report - Treasurer Peck stated some CD's were coming due in December. He also had met with a representative from Chase Bank regarding some of their new services.
4. Chief Fairchild gave the police report.
5. Fire report given by Supervisor Thorsby

**VII. PUBLIC COMMENTS:**

**OPEN FOR PUBLIC COMMENTS: 8:14 PM**

One individual gave comments regarding the issue of poor lighting around the drives at the township hall.

**CLOSED FOR PUBLIC COMMENTS: 8:16 PM**

**VIII. BOARD COMMENTS:** Trustees Westenbarger, Almassy and McGrath gave comments in addition to Treasurer Peck.

**IX. NEXT REGULAR MEETING:**

December 14 , 2017 at 7:00 P.M.

**X. ADJOURNMENT:**

**TRUSTEE WESTENBARGER MOVED**, supported by Trustee Minarik to adjourn the meeting at 8:26P.M.

**THE MOTION CARRIED UNANIMOUSLY.**

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WENDY D. MEINBURG, Clerk

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FREDERICK R. THORSBY, Supervisor

APPROVED DATE: December 14, 2017

RECORDING SECRETARY: Joyce A. Wilson, Deputy Clerk

11/09/2017