

# **CHARTER TOWNSHIP OF FLUSHING**

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

**DATE: FEBRUARY 14, 2019**

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

**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, Jenifer Almassy, Wendy Meinburg, William Westenbarger, Sharilynn Willette and, Terry Peck. Attorney Steven Moulton was also present.

**MEMBERS ABSENT:** None

**OTHER INDIVIDUALS PRESENT:** Five (5)

**APPROVAL OF AGENDA FOR FEBRUARY 14, 2019:**

**TREASURER PECK MOVED**, supported by Trustee Willette to approve the agenda as submitted for February 14, 2019.

**THE MOTION CARRIED UNANIMOUSLY.**

**APPROVAL OF DRAFT MINUTES OF THE BOARD MEETING OF JANUARY 10, 2019 MEETING.**

**TRUSTEE WESTENBARGER MOVED**, supported by Trustee Almassy to approve the Minutes of the January 10, 2019 Board Meeting.

**THE MOTION CARRIED UNANIMOUSLY.**

**APPROVAL OF PAYMENT OF BILLS:**

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

**THE MOTION CARRIED UNANIMOUSLY.**

**III. PUBLIC COMMENTS:**

**OPEN FOR PUBLIC COMMENTS: 7:05 P.M.**

No comments

**CLOSED FOR PUBLIC COMMENTS: 7:06 P.M.**

**IV. OLD BUSINESS:**

No Old Business

**V: NEW BUSINESS**

1. Presentation by Burnham and Flowers Insurance Group - Supervisor

John Johnson of Burnham and Flowers Insurance Group and Tim McClorey of Michigan Municipal Risk Management Authority gave brief presentations to the Board on proposed insurance plans for the Township.

2. Selection and approval of Township Insurance – Supervisor

**TREASURER PECK MOVED**, supported by Trustee Westenbarger to select Michigan Municipal Risk Management Authority for the Township's Insurance.

**ACTION ON THE MOTION:**

**ROLL CALL**

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

**NAYS:** None

**THE MOTION CARRIED UNANIMOUSLY**

3. Motion to approve the recommendation for the prescribed burn for the Nature Park by Plant Wise – Supervisor

**TRUSTEE ALMASSY MOVED**, supported by Clerk Meinburg to approve the recommendation for the prescribed burn as recommended by Plant Wise.

**TREASURER PECK MOVED** to amend the motion to only do the burn in one section a year.

After a brief discussion, there was no support.

**TREASURER PECK MOVED**, supported by Trustee Westenbarger to table the decision on the prescribed burn

**ACTION ON THE MOTION:**

**ROLL CALL**

**AYES:** Westenbarger and Peck

**NAYS:** Meinburg, Minarik, Thorsby, Willette and Almassy

**THE MOTION FAILED**

**ACTION ON ORIGINAL MOTION:**

**ROLL CALL**

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

**NAYS:** Westenbarger

**THE MOTION CARRIED**

After a brief discussion, it was recommended to bring to the next Board Meeting a more detailed map of the park showing the different areas and when they had been burned or were scheduled to be burned.

4. Motion to reconfirm the Professional Services Agreement with Plante Moran for audit services fiscal year ending 3/31/19 – Treasurer

**TREASURER PECK MOVED**, supported by Trustee Almassy to reconfirm the Professional Services Agreement with Plante Moran for audit services for fiscal year ending 3/31/19.

**ACTION ON THE MOTION:**

**ROLL CALL**

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

**NAYS:** None

**THE MOTION CARRIED UNANIMOUSLY**

5. Presentation by Goyette's Matt Wendling pertaining to new heating and cooling systems for the Township offices – Supervisor

Supervisor Thorsby stated Mr. Wendling was unable to attend the Board Meeting tonight but will be at the next meeting in March to give his presentation.

6. Motion to approve the upgrade to the air conditioning for the Township Offices - Supervisor

**TRUSTEE ALMASSY MOVED**, supported by Trustee Westenbarger to approve the upgrade to the air conditioning for the Township Offices.

**ACTION ON THE MOTION:**

**ROLL CALL**

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

**NAYS:** None

**THE MOTION CARRIED UNANIMOUSLY**

7. Approval of a new employee policy pertaining to use of vacation time – Supervisor

**TRUSTEE WESTENBARGER MOVED**, supported by Clerk Meinburg to approve the new employee policy pertaining to use of vacation time.

**ACTION ON THE MOTION:**

**THOSE IN FAVOR:** Westenbarger, Meinburg, Willette, Minarik, Thorsby and Peck

**OPPOSED:** Almassy

**THE MOTION CARRIED**

8. Approval of December's Quarterly Budget – Supervisor

**TRUSTEE WESTENBARGER MOVED**, supported by Trustee Willette to approve December's Quarterly Budget.

**THE MOTION CARRIED UNANIMOUSLY**

9. Motion to approve the energy efficient lighting systems by Energy Reduction Coalition, a non-profit corporation - Supervisor

**TREASURER PECK MOVED**, supported by Trustee Westenbarger to approve the energy efficient lighting systems by Energy Reduction Coalition.

**THE MOTION CARRIED UNANIMOUSLY**

**VI. REPORTS:**

1. Supervisor's Report – Given by Supervisor Thorsby
2. Fire Department Report – Given by Supervisor Thorsby
3. Clerk's Report – Given by Clerk Meinburg
4. Treasurer's Report – Given by Treasurer Peck
5. Police Report – Given by Chief Fairchild

**VII. PUBLIC COMMENTS:**

**OPEN FOR PUBLIC COMMENTS:** 8:47 P.M.

No Comments

**CLOSED FOR PUBLIC COMMENTS:** 8:48 P.M.

**VIII. BOARD COMMENTS:**

Trustee Almassy gave a brief report from the Genesee County Metropolitan Planning Commission. Trustee Willette gave a brief report from the Flushing Area Senior Center Board Meeting and Clerk Meinburg gave comments.

**IX. NEXT REGULAR MEETING**

March 21, 2019 (Note Date Change)

**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: Joyce A. Wilson, Deputy Clerk  
02/14/2019