

CHARTER TOWNSHIP OF FLUSHING

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BOARD OF TRUSTEES MINUTES

DATE: APRIL 13, 2023

TIME: 7:00 P.M.

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:

MATTHEW S. MCKONE PLLC

117 W. Oliver Street

Owosso, MI 48867

810-410-4204

- I. **MEETING CALLED TO ORDER** at 7:00 P.M. by **SUPERVISOR 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 Matt McKone was also present.

MEMBERS ABSENT: None

OTHER INDIVIDUALS PRESENT: Twelve (12)

APPROVAL OF AGENDA FOR APRIL 13, 2023.

TREASURER PECK MOVED, supported by Trustee Bain to adopt the amended agenda for April 13, 2023 in which Item Five of New Business was added to the agenda.

THE MOTION CARRIED UNANIMOUSLY.

APPROVAL OF DRAFT MINUTES OF THE BOARD MEETING OF MARCH 9, 2023.

TRUSTEE WILLETTE MOVED, supported by Clerk Meinburg to approve the minutes of the March 9, 2023 Board Meeting.

THE MOTION CARRIED UNANIMOUSLY.

APPROVAL OF PAYMENT OF BILLS

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

ACTION ON THE MOTION

ROLL CALL VOTE:

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

NAYS: None

ABSENT: None

THE MOTION CARRIED UNANIMOUSLY.

III. PUBLIC COMMENTS

OPEN FOR PUBLIC COMMENTS: 7:03 P.M.

No comments were made.

CLOSED FOR PUBLIC COMMENTS: 7:04 P.M.

IV. UNFINISHED BUSINESS

None

V. NEW BUSINESS

1. Discussion about the installation of sanitary sewer in the Ponderosa and Granrich Subdivisions presented by John O'Brien.

John O'Brien from Genesee County Water and Waste and presented the possible renovation of the subdivision sewer and roads. The treasurer and supervisor have met with the county expressing the residents' concerns about roads and failing septic systems. A lengthy discussion was had. John explained that the cost estimate in the information provided to the board only included the price of the sewer system and not the cost of the roads. Supervisor Thorsby stated that there will be a public hearing when more information for the project has been collected.

NO MOTION WAS MADE.

2. Discussion on proposed renovations on the Township Offices.

Supervisor Thorsby explained that with expanding storage requirements, election process changes, and changing staff needs the clerk, treasurer, and himself have been consulting with H2A Architects on what they can do to make our current offices more efficient. Concerns were discussed about the floor plan, the efficiency, changing the front entrance, security for records, and security for the staff. The cost provided to the board was only an estimate of the construction costs at this time. With elections next year, the timing of construction is also a concern.

NO MOTION WAS MADE.

3. Motion on the purchase of additional election equipment.

TREASURER PECK MOVED, supported by Trustee Willette to approve the purchase of two additional election machines and maintenance for 6-10 years.

Clerk Meinburg explained that with the nine days of early in-person voting there's a need for more equipment. Clerk Meinburg stated that she would like to purchase the machines now so there's no worry about them arriving in time for the next election, given the demand for new machines has risen since the passing of Proposal 22-2. After further discussion, the following motion was made.

ACTION ON THE MOTION

ROLL CALL VOTE:

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

NAYS: None

ABSENT: None

THE MOTION CARRIED UNANIMOUSLY.

4. A resolution for allowing participation in the grant application for “Protecting MI Pension Grant”.

TRUSTEE WILLETTE MOVED, supported by Clerk Meinburg to approve a resolution for allowing participation in the grant application for “Protecting MI Pension Grant”.

Supervisor Thorsby explained that this would allow us to form a resolution that would then allow us to participate in the grant application that would help the pension of many former and current employees with a pension. Supervisor Thorsby stated that with a small window to apply, get approved, and receive the grant this would be helpful in ensure our best chances to receiving it. After further discussion, the following motion was made.

ACTION ON THE MOTION

ROLL CALL VOTE:

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

NAYS: None

ABSENT: None

THE MOTION CARRIED UNANIMOUSLY.

5. Motion on signing a contract with Axon Enterprises Inc. for the purchase of new tasers for the Police Department.

TREASURER PECK MOVED, supported by Trustee Westenbarger to approve signing a five-year, one-time purchase of \$28,571, contract with Axon Enterprises Inc. for the purchase of new tasers for the Police Department using ARPA funding.

Chief VanAlstine explained to the trustees that in March the contract for the police department’s current tasers expired and Axon is going to be releasing new, top-of-the-line tasers in January and they would like to sign a contract to receive them. Chief VanAlstine stated that in signing the contract presented tonight the old tasers would remain under warranty, and the department could receive new cartridges, until the new tasers are received. After further discussion, the following motion was made.

ACTION ON THE MOTION

ROLL CALL VOTE:

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

NAYS: None

ABSENT: None

THE MOTION CARRIED UNANIMOUSLY.

VI. REPORTS

1. Supervisor's Report – Supervisor
Monthly Building Report
Zoning and Code Enforcement Report
Fire Department Report
FANG Activity Report

Supervisor Thorsby stated that the recent all-day training with the staff went well and the coordinator of the training recommended that there be more office staff meetings. Zoning Administrator Chris Czyzio shared his report with the trustees, stating that currently there are more zoning activities than code enforcement activities. Mr. Czyzio also shared the drafts for the short-term rental ordinance and permit he is working on with the Planning Commission, as the board may be the next set of people to review it for approval. Trustee Willette expressed how much she appreciates Mr. Czyzio giving reports on the work he is doing in the township.

Supervisor Thorsby also announced that the township finance director has officially put in her retirement notice requiring us to begin looking at a succession plan. Supervisor Thorsby discussed changing how that position would change, both in responsibilities and salary. Supervisor Thorsby also informed the board that there could be several other retirements in the upcoming years so we are trying to begin training successors as soon as possible for multiple positions.

2. Clerk's Report – Clerk

Clerk Meinburg shared with the trustees that a zoning class is taking place in Frankenmuth and that any of the trustees can contact her if they'd like to attend. Treasurer Peck encouraged all those who are interested to attend the class as these types of classes were helpful to the Planning Commission during their time reviewing the solar ordinance. Clerk Meinburg also announced the deputy clerk may be attending a conference in August to further develop her administrative assistant skills.

3. Treasurer's Report – Treasurer

Financial Report March 2023
Water Report

Treasurer Peck shared that he had received a letter from Yeo and Yeo about this years upcoming audit and expressed how pleased he was with their pricing for their current contract with them.

4. Flushing Township Police Department – Police Chief

Chief VanAlstine stated that the officers have been doing a great job and the new part-time officer has been doing well. Chief VanAlstine also stated that the gun-shot disturbance last week has been investigated and the situation has been resolved.

VII. PUBLIC COMMENTS

OPEN FOR PUBLIC COMMENTS: 8:35 P.M.

No comments were made.

CLOSED FOR PUBLIC COMMENTS: 8:36 P.M.

VIII. BOARD COMMENTS

Trustee Minarik asked if the streetlight had been fixed at Dillion and Pierson Rd and the deputy clerk said they had received an email confirming it had been fixed today. Trustee Minarik also asked how the recent basketball game went that required multiple police department participation and Chief VanAlstine stated that it went fantastic. Trustee Willette shared that everything was going well at the senior center and there have been a lot of activities. Supervisor Thorsby shared that the tax clerk had found a builder to give us a quote on the pavilion that was discussed in previous ARPA possible projects.

IX. NEXT REGULAR MEETING: May 11, 2023

X. ADJOURNMENT

TRUSTEE WESTENBARGER MOVED, supported by Trustee Minarik to adjourn the meeting at 8:41 P.M.

THE MOTION CARRIED UNANIMOUSLY.

WENDY D. MEINBURG, Clerk

May 11, 2023
APPROVED DATE

FREDERICK R. THORSBY, Supervisor

RECORDING SECRETARY: Makenzie Dearlove, Deputy Clerk
04/13/2023