

CHARTER TOWNSHIP OF FLUSHING

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

DATE: JUNE 11, 2020

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, and Terry Peck. Attorney Steven Moulton was also present.

MEMBERS ABSENT: Sharilynn Willette

OTHER INDIVIDUALS PRESENT: Four (4)

Board Member Sharilynn Willette arrived at 7:05 P.M.

APPROVAL OF AGENDA FOR JUNE 11, 2020:

TREASURER PECK MOVED, supported by Trustee Westenbarger to approve and amend the agenda by adding two items. Item 6. Request from Shane and Tiffany Juhl to waive the requirement to tap into the water system and be allowed to dig a well. Item 7. First reading of an ordinance to amend Section 20-1804 (A) (2) (i) and (ii) of the zoning ordinances to clarify the circumstances allowing construction of an accessory building or structure on a lot or parcel prior to construction of a residence or primary structure.

THE MOTION CARRIED UNANIMOUSLY.

APPROVAL OF DRAFT MINUTES OF THE BOARD MEETING OF APRIL 9, 2020.

CLERK MEINBURG MOVED, supported by Treasurer Peck to approve the Minutes of the April 9, 2020 Board Meeting.

THE MOTION CARRIED UNANIMOUSLY.

APPROVAL OF PAYMENT OF BILLS

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

THE MOTION CARRIED UNANIMOUSLY.

III. PUBLIC COMMENTS:

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

No Comments

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

IV. UNFINISHED BUSINESS:

None

V: NEW BUSINESS:

1. Motion to approve a bid for the parking lot lights – Supervisor Thorsby

Trustee Westenbarger secured the bids for the parking lot lighting and briefly went over the bids with the Board of Trustees stating he would recommend the bid from Weinstein Electric.

TRUSTEE WESTENBARGER MOVED, supported by Treasurer Peck to award the bid to Weinstein Electric in the amount of \$15,900.00 and to replace existing wall-mounted light fixture at east end of building with new LED fixture for \$598.00.

ACTION ON THE MOTION

ROLL CALL VOTE:

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

NAYS: None

THE MOTION CARRIED UNANIMOUSLY.

2. Motion to approve the amendment to the lease from Crown Castle for the cell tower behind the township hall – Supervisor Thorsby

Amendment Terms as follows:

- Section 2 of the Second Amendment to Ground Lease Agreement provides for five (5) additional terms of sixty (60) months and two (2) additional terms of approximately five

(5) years each (each a “Renewal Term”), with a final Lease expiration date of March 31, 2044. The Lease will be amended by adding six (6) Renewal Terms(s) of five (5) years each. Upon execution of the Lease Amendment, the new final Lease expiration date will be March 31, 2074.

- Effective April 1, 2044, monthly rent will escalate 15% every 5 years
- \$3,000.00 bonus payment

TRUSTEE WESTENBARGER MOVED, supported by Treasurer Peck to approve the amendment to the lease from Crown Castle for the cell tower.

ACTION ON THE MOTION

ROLL CALL VOTE:

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

NAYS: None

THE MOTION CARRIED UNANIMOUSLY

3. Motion to close the office other than for election purposes only on August 3 & 4 and November 2 & 3 – Clerk Meinburg

TRUSTEE ALMASSY MOVED, supported by Trustee Willette to close the office other than for election purposes only on August 3 & 4 and November 2 & 3.

THE MOTION CARRIED UNANIMOUSLY

4. Motion to approve the Reopening Office Procedures – Supervisor Thorsby

Lengthy discussion ensued by the Board of Trustees and Attorney Moulton, with Attorney Moulton suggesting getting the Reopening Procedures adopted and submit any suggestions the Board might have for discussion at the next Board Meeting. Trustee Westenbarger suggested the procedures could state, “Reopening will be in accordance with the executive order of the Governor”.

TRUSTEE ALMASSY MOVED, supported by Clerk Meinburg to approve the reopening office procedures.

ACTION ON THE MOTION

ROLL CALL VOTE:

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

NAYS: Westenbarger

THE MOTION CARRIED

5. Motion to approve the Internal Control Policy – Supervisor Thorsby

Supervisor Thorsby informed the Board an Internal Control Policy was required to be in place for grants the Township currently has or ones that might be applied for in the future.

TREASURER PECK MOVED, supported by Clerk Meinburg to approve the Internal Control Policy with the suggested grammar suggestions by Trustee Almassy.

THE MOTION CARRIED UNANIMOUSLY

6. Request from Shane and Tiffany Juhl for waiving of requirement to tap into the water system and be allowed to dig a well at 6327 North McKinley Road.

Treasurer Peck stated he had looked at the property and other parcels near or adjacent to the Juhl's and noted that some were connected to water and others had wells. He also researched past requests by other property owners and determined this decision should come to the Board of Trustees as others had done in the past.

TREASURER PECK MOVED, supported by Trustee Willette to approve the request of Shane and Tiffany Juhl to waive the requirement to tap into the water system at 6327 North McKinley Road and be allowed to dig a well.

ACTION ON THE MOTION

ROLL CALL VOTE:

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

NAYS: None

THE MOTION CARRIED UNANIMOUSLY

7. First reading of an ordinance to amend Section 20-1804 (A) (2) (i) and (ii) of the zoning ordinances to clarify the circumstances allowing construction of an accessory building or structure on a lot or parcel prior to construction of a residence or primary structure.

TRUSTEE ALMASSY MOVED, supported by Trustee Willette to approve the first reading of an ordinance to amend Section 20-1804 (A) (2) (i) and (ii) of the zoning ordinances to clarify the circumstances allowing construction of an accessory building or structure on a lot or parcel prior to construction of a residence or primary structure.

ACTION ON THE MOTION

ROLL CALL VOTE:

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

NAYS: None

THE MOTION CARRIED UNANIMOUSLY

VI. REPORTS:

1. Supervisor's Report given by Supervisor Thorsby
2. Clerk's Report – given by Clerk Meinburg
3. Treasurer's Report– given by Treasurer Peck
4. Police Department Report – given by Chief Bolin

VII. PUBLIC COMMENTS

OPEN FOR PUBLIC COMMENTS: 8:31 P.M.

No comments

CLOSED FOR PUBLIC COMMENTS: 8:32 P.M.

VIII. BOARD COMMENTS

Trustee Almassy gave a report from the Genesee County Metropolitan Planning Commission. Trustee Willette gave a report from the Flushing Area Senior Center and Supervisor Thorsby reported on upcoming road projects.

IX. NEXT REGULAR MEETING: July 9, 2020

X. ADJOURNMENT:

TRUSTEE WESTENBARGER MOVED, supported by Trustee Minarik to adjourn the meeting at 8:45 P.M.

THE MOTION CARRIED UNANIMOUSLY.

WENDY D. MEINBURG, Clerk

FREDERICK R. THORSBY, Supervisor

APPROVED DATE _____

RECORDING SECRETARY: Joyce A. Wilson, Deputy Clerk
06/11/2020

(Meeting held outside in township garage and parking lot due to Covid Pandemic)