

CHARTER TOWNSHIP OF FLUSHING

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

DATE: OCTOBER 13, 2022

TIME: 7:00 P.M.

PHONE: 810-659-0800

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

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

6258 W. Pierson Road

Flushing, MI 48433

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: Seventeen (17)

APPROVAL OF AGENDA FOR OCTOBER 13, 2022

TREASURER PECK MOVED, supported by Clerk Meinburg to approve the agenda for October 13, 2022.

THE MOTION CARRIED UNANIMOUSLY.

APPROVAL OF DRAFT MINUTES OF THE BOARD MEETING OF SEPTEMBER 8, 2022

TRUSTEE WILLETTE MOVED, supported by Trustee Westenbarger to approve the minutes of the September 8, 2022 Board Meeting.

THE MOTION CARRIED UNANIMOUSLY.

APPROVAL OF PAYMENT OF BILLS

TREASURER PECK MOVED, supported by Trustee Willette 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: 7:01 P.M.

One comment was made by Mary Hood, who is a candidate running for circuit court judge in the upcoming November 8, 2022 election.

CLOSED FOR PUBLIC COMMENTS: 7:05 P.M.

IV. UNFINISHED BUSINESS:

None

V. NEW BUSINESS:

1. Presentation by H2A Architects and possible motion for evaluation of current space usage and possible building expansion renovation.

Jackie Hoist, Project Manager from H2A Architects was in attendance and gave a brief overview of the evaluation and planning services they offer for space needs analysis and potential revision/renovation of the building.

2. Second Reading of Ordinance 2022-05 AN ORDINANCE TO AMEND THE ZONING ORDINANCE TO REZONE PARCEL ~~08-12-000-008~~ 08-10-200-008 FROM C-2 GENERAL COMMERCIAL DISTRICT/RU-3 RESIDENTIAL URBAN HIGH-DENSITY DISTRICT TO RU-2 RESIDENTIAL URBAN MEDIUM-DENSITY DISTRICT. THE PROPERTY ADDRESS IS 7533 N. MCKINLEY ROAD, FLUSHING, MI 48433.

Representatives for the applicant were present and gave a brief synopsis of the potential plans for the property.

CLERK MEINBURG MOVED, supported by Treasurer Peck to approve the Second Reading of Ordinance 2022-05 AN ORDINANCE TO AMEND THE ZONING ORDINANCE TO REZONE PARCEL ~~08-12-000-008~~ 08-10-200-008 FROM C-2 GENERAL COMMERCIAL DISTRICT/RU-3 RESIDENTIAL URBAN HIGH-DENSITY DISTRICT TO RU-2 RESIDENTIAL URBAN MEDIUM-DENSITY DISTRICT. THE PROPERTY ADDRESS IS 7533 N. MCKINLEY ROAD, FLUSHING, MI 48433.

ACTION ON THE MOTION

ROLL CALL VOTE:

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

NAYS: Westenbarger

ABSENT: None

THE MOTION CARRIED.

3. Discussion and possible motion for position of administrative assistant to the clerk.

Clerk Meinburg informed the board that the deputy clerk will be leaving at the end of the year. Additional staff is necessary to allow the township to accommodate the needs

of the residents and keep the office flowing efficiently.
After discussion, the following motion was made.

TREASURER PECK MOVED, supported by Trustee Westenbarger to hire a full-time administrative assistant for the township.

ACTION ON THE MOTION

ROLL CALL VOTE:

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

NAYS: None

ABSENT: None

THE MOTION CARRIED UNANIMOUSLY.

4. Motion to approve the purchase of a salt spreader for township property.

CLERK MEINBURG MOVED, supported by Trustee Bain to approve the purchase of the SaltDogg spreader from either Site One or Townline Sales & Service, whichever is less expensive and has it in stock, up to \$6,039.98.

ACTION ON THE MOTION

ROLL CALL VOTE:

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

NAYS: None

ABSENT: None

THE MOTION CARRIED UNANIMOUSLY.

5. Recommendation from Personnel Committee for hiring of new police chief for Flushing Township Police Department.

Supervisor Thorsby commended Sergeant Hough for doing a fantastic job as interim chief. He then gave an overview of the search process done for the hiring of a new police chief. There were 15 applicants, which was narrowed down to 5 excellent applications, and of those 5, one applicant unanimously stood out from the others. The Personnel Committee all felt that Dennie VanAlstine would be the best candidate for new Police Chief for Flushing Township Police Department. The Committee made a decision to recommend the hiring of Dennie VanAlstine as the next police chief.

At this time, Supervisor Thorsby invited Dennie VanAlstine to come forward and introduce himself to the board. Dennie gave a brief background of his past

experience in law enforcement. He comes with a vast amount of experience and knowledge and would truly be an asset to our police department and to our community. He expressed an eagerness and excitement to become part of this department and help it continue to grow.

Sergeant Hough expressed that Dennie VanAlstine has 100% of his support as the new chief and he is thrilled to have him become a part of the department.

6. Approval of 3-year agreement for police chief.

TREASURER PECK MOVED, supported by Trustee Westenbarger to approve the 3-year agreement for police chief for Dennie VanAlstine.

ACTION ON THE MOTION

ROLL CALL VOTE:

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

NAYS: None

ABSENT: None

THE MOTION CARRIED UNANIMOUSLY.

7. Approval of Quarterly Budget ending 9/30/22.

CLERK MEINBURG MOVED, supported by Trustee Willette to approve the Quarterly Budget ending 9/30/22.

ACTION ON THE MOTION

ROLL CALL VOTE:

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

NAYS: None

ABSENT: None

THE MOTION CARRIED UNANIMOUSLY.

VI. REPORTS:

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

Supervisor Thorsby commented he is excited to have a new police chief in place.

2. Clerk's Report – Clerk

Clerk Meinburg reported that the election preparation is well underway. Part timers and the police administrative assistants are helping to manage the work load. There is a new policy in place that will allow populations of 10,000 or more to process AV ballots early. We are not participating in this process.

3. Treasurer's Report – Treasurer
Water Report
Financial Report September 2022

Treasurer Peck gave a brief financial report and water report. He also gave an update on the parking lot repair. Treasurer Peck complimented Norm Goddard on the fabulous job he does for the township.

4. Flushing Township Police Department – Sergeant Hough

Sergeant Hough welcomed the new police chief and thanked the board for their support of the police department. Sergeant Hough gave the stats for September 2022.

VII. PUBLIC COMMENTS

OPEN FOR PUBLIC COMMENTS: 8:25 P.M.

No comments made.

CLOSED FOR PUBLIC COMMENTS: 8:26 P.M.

VIII. BOARD COMMENTS:

Trustee Bain commented he has spoken to Matt Shanafelt, Superintendent of Flushing Community Schools and Alex Patsy about the urgency for action on the "Safe Routes to School" project. Supervisor Thorsby will contact Alex Patsy to see how to move forward on this project.

Trustee Westenbarger gave an update on the generator. He also expressed concern about the drain issue of eaves and potential rotting of the roof. Something needs to be done about the insulation. The eaves on the barn need to be looked at, as there is an issue with

it being inclined. This should be addressed and repaired.

Trustee Willette welcomed Chief VanAlstine and thanked Sergeant Hough for all he has done in the interim.

IX. NEXT REGULAR MEETING: November 17, 2022

X. ADJOURNMENT

TRUSTEE WESTENBARGER MOVED, supported by Trustee Minarik to adjourn the meeting at 8:30 P.M.

THE MOTION CARRIED UNANIMOUSLY.



WENDY D. MEINBURG, Clerk



FREDERICK R. THORLBY, Supervisor

APPROVED DATE 11/17/22

RECORDING SECRETARY: Mandy Hemingway, Deputy Clerk
10/13/2022

*Typographical error is highlighted in red and has been corrected. Correction was approved at the March 9, 2023 Board of Trustees regular meeting. Motion made by Clerk Meinburg and seconded by Treasurer Peck. The motion passed.