



6. Motion to appoint Timothy Lloyd to the Planning Commission to complete the vacated term of Christopher Czyzio – Supervisor Thorsby
7. Set stipend for Deputy Supervisor/Deputy Clerk – Supervisor Thorsby
8. Motion to approve resolution from Consumers Energy to install a streetlight at 4335 N. Seymour Road – Supervisor Thorsby

**VI. REPORTS:**

1. Supervisor's Report - Supervisor
  - Monthly Building Report
  - Monthly Code Enforcement Report
  - Fire Department Report
  - FANG Activity Report
2. Clerk's Report - Clerk
3. Treasurer's Report - Treasurer
  - Water Report
4. Flushing Township Police Department – Sergeant Hough

**VII. PUBLIC COMMENTS:**

Each speaker limited to three minutes

**VIII. BOARD COMMENTS:**

**IX. NEXT REGULAR MEETING:**

December 8, 2022 AT 7:00 P.M.

**X. ADJOURNMENT**

  
\_\_\_\_\_  
Wendy D. Meinburg, Clerk

**ATTENTION:** All requests for placing items on the agenda must be delivered to the Office of the Township Clerk no later than 6:00 p.m. on the Wednesday (one week prior) to the Charter Township of Flushing Board of Trustees Meeting. You may view the minutes on the internet at [www.flushingtownship.com](http://www.flushingtownship.com)

# DRAFT

## CHARTER TOWNSHIP OF FLUSHING

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

**DATE: OCTOBER 13, 2022**

**PHONE: 810-659-0800**

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

**TIME: 7:00 P.M.**

**FAX: 810-659-4212**

### 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 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 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.**

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WENDY D. MEINBURG, Clerk

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FREDERICK R. THORSBY, Supervisor

APPROVED DATE 

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



**Flushing Township  
Solar Energy Zoning Ordinance Provisions  
AMENDED MONTH, YEAR**

**Article 2 DEFINITIONS**

**LANDSCAPED BERM:** An earth mound designed to provide visual interest on a site, screen undesirable views, reduce noise, or fulfill other such purposes.

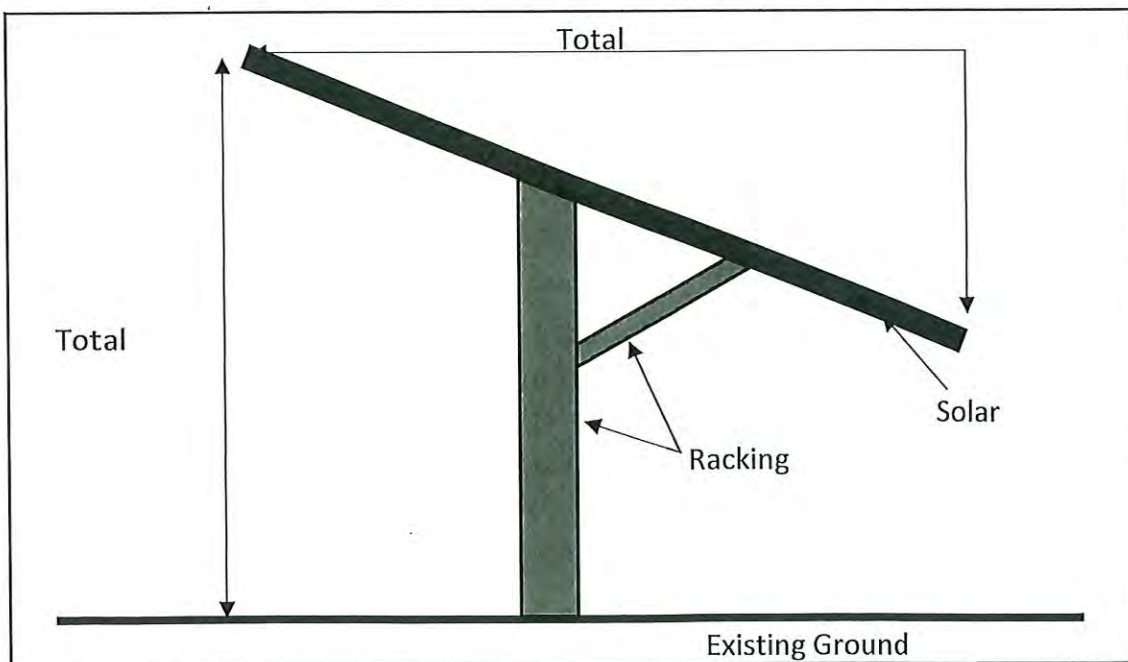
**GREENBELT:** An open area which may be cultivated or maintained in a landscaped state surrounding development or used as a buffer between land uses or to mark the edge of an urban or developed area.

**SOLAR ENERGY COLLECTOR:** A device, structure, or part of a device or structure that transforms direct solar energy into thermal, chemical, or electrical energy and that contributes significantly to a structure's energy supply.

**SOLAR ENERGY COLLECTOR, GROUND MOUNTED:** A solar energy collector that is not attached to and is separate from any building on the parcel of land on which the solar energy collector is located (Figure 1).

**SOLAR ENERGY COLLECTOR, ROOF-MOUNTED:** A solar energy collector that is attached to a building's roof on the parcel of land including solar shingles.

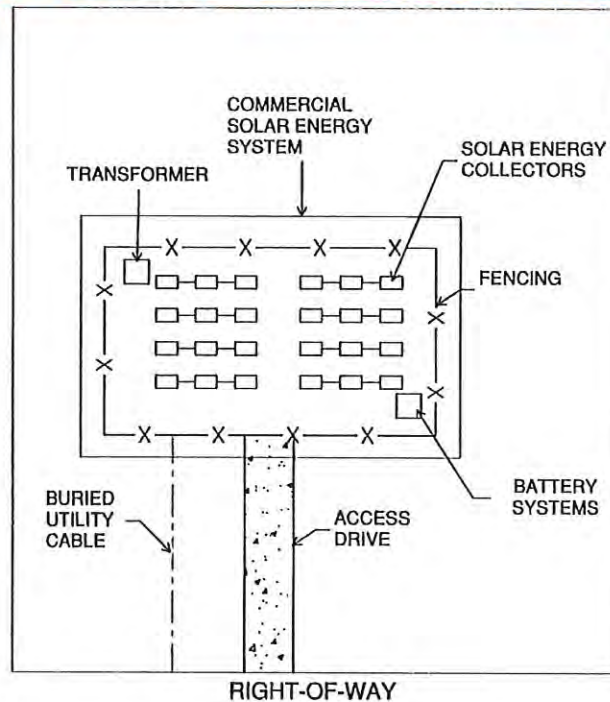
**Figure 1: Ground Mounted Solar Energy Collector Illustration**



**SOLAR ENERGY SYSTEM:** One or more solar energy collectors or structural design features of a structure that relies upon sunshine as an energy source and is capable of collecting, distributing, and storing (if appropriate to the technology) the sun's radiant energy for a beneficial use.

**SOLAR ENERGY SYSTEM, COMMERCIAL:** A utility-scale facility of ground-mounted solar energy collectors with the primary purpose of wholesale or retail sales of generated electricity, commonly referred to as solar farms. A commercial solar energy system includes the solar panels, internal and perimeter roadways, spacing for service, fencing, and any other structure, transformer, or devices of the like needed for solar production or operation of the system. See Figure 2.

**Figure 2: Commercial Solar Energy System Illustration**



**SOLAR ENERGY SYSTEM, ON-SITE:** A solar energy system designed to help meet the electrical needs within the limits of the area encompassed by the tract area or parcel of record on which the activity is conducted. An on-site solar energy system may include ground-mounted, roof-mounted solar energy collectors, or a combination of the two. The majority of the electricity generated by an on-site solar energy system must remain on the site, and not be utilized for wholesale or retail sale.

**RACKING:** Racking is any structure or building material used in the mounting of a solar panel.

SOLAR PANEL: A panel consisting of an array of solar cells used to generate electricity directly from sunlight.

## Article 3 GENERAL REGULATIONS

### Section 20-324 Landscaping and Screening

The planning commission may require the installation of a Landscaped Berm and/or Greenbelt to visually screen special land uses from the right-of-way or other uses, and when a commercial, industrial, or multi-family land use or zoning district abuts a single-family residential zoning district or use. The following are minimum standards and may be amended by the Planning Commission during site plan review.

(a) **Greenbelt:** Where required, greenbelts shall conform to the following standards:

- (1) A required greenbelt or greenbelt buffer may be interrupted only to provide for roads or driveways for vehicular access.
- (2) Grass, ground cover, or other suitable live plant material shall be planted over the entire greenbelt area, with the exception of sidewalks and driveways.
- (3) A minimum of two (2) deciduous trees or two (2) evergreen trees shall be planted for each thirty (30) linear feet or portion thereof of required greenbelt length. Required trees shall be at least five (5) feet tall and may be planted at uniform intervals, at random, or in groupings.
- (4) A minimum of four (4) eighteen (18) inch-high shrubs shall be required for each thirty (30) linear feet of greenbelt area. Required shrubs may be planted at uniform intervals, at random, or in groupings.
- (5) For the purpose of determining required plant material, required greenbelt area length shall be measured along the exterior periphery of the greenbelt area inclusive of all driveways.
- (6) Trees or shrubs shall be planted at least three (3) feet from any property line.

(b) **Landscaped Berms:** Where required, landscaped berms shall conform to the following standards:

- (1) The berm shall be at least three (3) feet above the grade elevation and shall be constructed with slopes no steeper than one (1) foot vertical for each three (3) feet horizontal. For the purposes of this provision, grade elevation shall be the ground elevation at the property line adjacent to the proposed berm.
- (2) The berm area shall be planted with grass or other suitable ground cover to ensure that it withstands wind and weather and retains its height and shape.
- (3) A minimum of one (1) deciduous or one (1) evergreen tree shall be planted for each thirty (30) linear feet or portion of required berm.
- (4) Eight (8) shrubs may be planted as substitute for each tree required in Subsection 20-324(b)(3) if the same visual screening effect is achieved.

- (5) Required trees and shrubs may be planted at uniform intervals, at random, or in groupings.
- (6) For the purpose of determining required plant material, required berm length shall be measured along the exterior periphery of the berm.
- (7) The edge of the berm shall be at least three (3) feet from any property line and shall not cause any additional stormwater runoff onto adjacent properties.

(c) **Maintenance:** All required landscaping shall be maintained in a healthy, neat, and orderly state, free from refuse and debris. Dead or diseased trees or shrubs shall be removed and replaced.

## Article 4 SITE REGULATIONS

### *Section 20-420 Solar Energy System Regulation*

- (a) All Solar Energy Collectors
  - (1) The installation of any solar panel (on-site or commercial) shall not negatively impact adjacent properties with additional or excessive stormwater runoff and/or drainage.
  - (2) It shall be shown that all panels are adequately secured to the surface upon which they are mounted and that the mounting structure has the capability of supporting the panels.
  - (3) All panels shall have tempered, non-reflective surfaces.
  - (4) Solar energy collectors shall be repaired, replaced, or removed within three months of becoming nonfunctional.
  - (5) Each system shall conform to applicable industry standards including those of the American National Standards Institute (ANSI).
  - (6) Solar energy collectors shall be installed, maintained, and used only in accordance with the manufacturer's directions. Upon request, a copy of such directions shall be submitted to the building inspector prior to installation. Building inspector approval is required.
  - (7) Solar energy collectors and installation and uses shall comply with construction code, electrical code, and other state requirements.
- (b) On-Site Roof-Mounted Solar Energy Collectors shall:
  - (1) Be such a weight to be safely supported by the building. Building inspector approval is required.
  - (2) Be considered part of the building and meet all the required building height and setback requirements.
  - (3) Not project more than 2 feet above highest point of roof or exceed maximum building height limitations allowed in that zoning district.

- (4) Not be located within 3 feet of any peak, eave, or valley to maintain adequate accessibility.

(c) On-Site Ground-Mounted Solar Energy Collectors:

- (1) Are only permitted in the side and rear yards, unless permitted in front yard by issuance of a discretionary special use permit pursuant to Section 20-1804(A) of the Ordinance.
- (2) Shall not extend into the side yard or rear setback when oriented at any designed tilt angle.
- (3) Shall not exceed 12 feet in height measured from the ground at the base of such equipment. The height of the ground-mounted solar energy collector shall be measured from ground level to the highest point of the solar panel.
- (4) Shall be a minimum of 25 feet from all-natural features including water courses, wood lots, wetlands, and 100-year floodplains.
- (5) Shall be included in calculations to determine lot coverage and shall not exceed the maximum lot coverage permitted in the relevant zoning district.
- (6) Shall be considered an accessory use in the RU-1, RU-2, RU-4, RSA, C-1, C-2, C-3, M-1, and M-2 zoning districts if the total area of ground mounted solar energy collectors and other elements of the on-site solar energy system account for fifteen (15%) percent or less of total lot coverage.
- (7) Shall require a Discretionary Special Use Permit if the total area of ground mounted solar energy collectors and other elements of the on-site solar energy system account for more than fifteen (15%) percent of total lot coverage.
- (8) Ground-mounted solar energy collectors and other elements of an on-site solar energy system shall meet the requirements of Section 20-400 Accessory Structures.

**Article 7 DISTRICT REGULATIONS**  
**Section 20-701 Zoning District Uses**

ZONING DISTRICT USES										
TYPE OF USES	DISTRICTS									
	RSA	RU-1	RU-2	RU-4	C-1	C-2	C-3	M-1	M-2	
<b>SCHEDULE OF USES - Uses Permitted by Right (P), Uses Permitted by Non-Discretionary Special Use Permits (NS), Uses Permitted by Discretionary Special Use Permit (DS), Accessory Uses and Buildings (A)</b>										
<b>ACCESSORY USES, STRUCTURES, AND BUILDINGS</b>										
On-Site Roof-Mounted Solar Energy Collector	A	A	A	A	A	A	A	A	A	A
On-Site Ground-Mounted Solar Energy Collector (15 percent Lot Coverage or Less)	A	A	A	A	A	A	A	A	A	A
On-Site Ground-Mounted Solar Energy Collector (Over 15 percent of Lot Coverage)	DS	DS	DS	DS	DS	DS	DS	DS	DS	DS
<b>INDUSTRIAL AND RELATED USES</b>										
Commercial Solar Energy Collector	DS								DS	DS



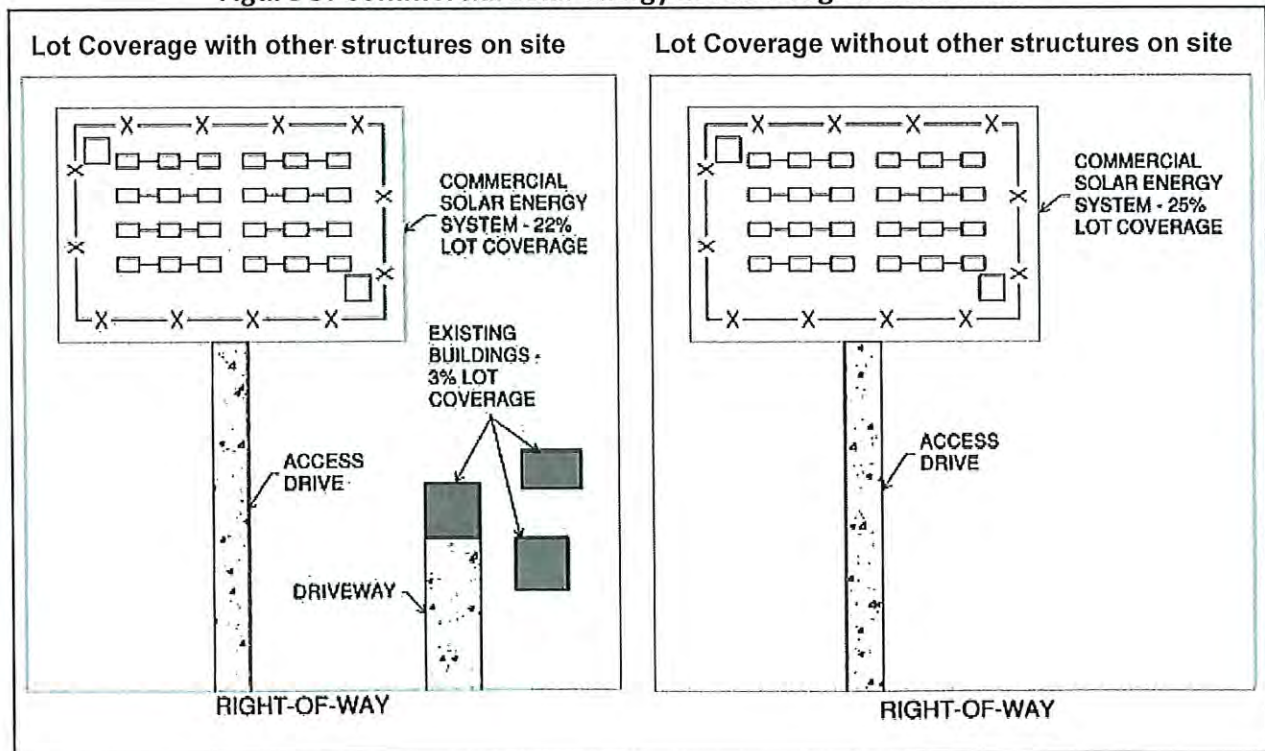
## Article 18 SPECIAL USE PERMITS

### Section 20-1804 Requirements for Permitted Special Land Uses

#### (OO) Commercial Solar Energy System

- (a) The commercial solar energy system must meet all requirements in Section 20-420 (a) all solar energy collectors.
- (b) All commercial solar energy systems shall follow the following requirements:
  - (1) Ground-mounted solar energy collectors shall not exceed 12 feet in height measured from the ground at the base of such equipment. The height of the ground-mounted solar energy collector shall be measured from ground level to the highest point of the solar panel.
  - (2) The total area of the commercial solar energy system shall be included in calculations to determine lot coverage and shall not exceed a maximum lot coverage of twenty-five (25%) percent regardless of the residing zoning district (Figure 3).

Figure 3: Commercial Solar Energy Lot Coverage Illustrations



- (3) Commercial solar energy systems must be located on lots larger than 2 acres.
- (4) Visual Buffer Requirements:
  - (i) **Residential Property:** When a commercial solar energy system is adjacent to a residential use, the system shall be set back at least **three hundred (300)** feet from the property line and at least **five hundred (500)** feet from any dwelling unit. A landscaped visual buffer shall be provided within the setback area that obscures the commercial solar energy system from view.
  - (ii) **Street Frontage:** Commercial solar energy systems shall be setback at least **three hundred (300)** feet from any road right-of-way. A landscaped visual buffer shall be provided within the setback area that obscures the commercial solar energy system from view.
  - (iii) **Visual Buffer:** A required landscaped visual buffer, including a greenbelt and/or landscaped berm, that meets the minimum standards of Section 20-324 shall be installed to effectively screen the commercial solar energy system from view. The visual buffer shall be installed prior to the placement of solar collectors to the extent feasible and must be maintained by the property owner. The Planning Commission may require the installation of additional vegetation and other landscaping or visual screening in excess of the minimum requirements to screen residential districts and uses. The planting of native ground covers shall be maintained on site during the operation, until the site is decommissioned.
  - (iv) **Setback:** Required setback areas and visual buffers may be used for agricultural purposes or left in a natural state. In addition to the residential and street frontage setback requirements in this Section, commercial solar energy systems shall meet the required front, side, and rear setbacks for the RSA zoning district. If a commercial solar energy system is located on a site that includes multiple parcels owned by the same property owner that form a single contiguous site, some setback requirements may be waived by the Planning Commission during site plan review.
  - (v) The Planning Commission may approve substitution of vegetation for an obscuring fence, wall, and other protective barriers as long as it meets requirements in Section 20-408.
  - (vi) The planting of native ground covers shall be maintained on site during the operation, until the site is decommissioned.
- (5) The applicant shall provide verification that adequate infrastructure exists to transport the electricity generated by the commercial solar energy system into the larger grid system.

- (6) Power and communication lines running between banks of solar energy collectors may be placed above ground, provided the lines are placed no higher than the top of the solar panels.
- (7) Power and communication lines to electric substations or interconnections with buildings shall be buried underground. The requirement for underground power and communication lines may be waived in the following circumstances.
  - (i) Where shallow bedrock, water courses, or other elements of the natural landscape interfere with the ability to bury lines.
  - (ii) When required by the utility company.
  - (iii) When granted a waiver by the Planning Commission during site plan review.
- (8) The installation of the ground-mounted solar energy collectors shall not disturb the existing topography.
- (9) Commercial solar energy systems shall be centrally located on a property, or in the least visibly intrusive location whenever possible.
- (10) Upon submittal of a special land use application and site plan for review by the township, the applicant shall deposit funds into an escrow account to address the costs of professional planning, engineering, legal, and other required reviews. The amount of the deposit shall be determined in the township's fee schedule, which is reviewed annually. Any remaining funds will be returned to the applicant following final action. The township may request additional funds be deposited if the escrow is expended prior to final action on the application.

(c) Decommissioning:

- (1) Any commercial solar energy system that is not operated or found to be inoperable due to disrepair for a continuous period of six (6) months shall be considered abandoned. If it is found abandoned, the Planning Commission, upon notice by the Zoning Administrator, shall provide written notice to the applicant/owner/operator of a hearing before the Planning Commission to hear evidence that the commercial solar energy system should not be decommissioned.
- (2) If a commercial solar energy system is repaired, a Licensed Professional Engineer (hired at the expense of the owner or operator) shall certify its safety prior to the resumption of operation.
- (3) Within ninety (90) days of the hearing where the Planning Commission has determined that a commercial solar energy system is abandoned or inoperable, the owner/operator shall obtain a permit from the township, and any other necessary entities to remove all structures and equipment, consistent with the approved decommissioning plan.
- (4) Failure to obtain necessary permits within the 90-day period provided in this subsection shall be grounds for the township to remove the commercial solar

energy system at the Owner's expense, consistent with the decommissioning plan.

- (5) Decommissioning shall include removal of all equipment, including all materials above and below ground, and internal or perimeter access roads. The site shall be restored to a condition that reflects the character of the site prior to installation of the commercial solar energy system including topography, vegetation, soils, drainage, and any unique environmental features.
- (6) The restoration shall include road repair and hazardous waste cleanup, if any, all re-grading, soil stabilization, and re-vegetation necessary to return the subject property to a stable condition consistent with conditions existing prior to establishment of the commercial solar energy system.
- (7) The restoration process shall comply with all state, county, or local erosion control, soil stabilization, and/or runoff requirements or ordinances and shall be completed within one year. Extensions may be granted upon request to the Planning Commission prior to expiration of the one-year requirement for completed decommissioning.

(d) Decommissioning Plan:

- (1) Prior to site plan approval, a commercial solar energy system shall have a plan approved by the township for decommissioning the site that describes the expected duration of the project, how the improvements will be decommissioned, a Professional Engineer's estimated cost of decommissioning, and the financial resources necessary to accomplish decommissioning. The decommissioning plan shall address all applicable items in the previous subsection as well as the following.
  - (i) The financial resources for decommissioning shall be in the form of a bond or similar financial instrument with a replenishment obligation and shall be deposited by an agent acceptable to the township.
  - (ii) The financial resources for decommissioning shall be one hundred twenty-five (125%) percent of the estimated removal and restoration cost. The Planning Commission shall require independent verification of the adequacy of this amount from a Professional Engineer.
  - (iii) The Planning Commission, Building Official, and Zoning Administrator shall annually review the amount deposited for removal, site restoration, and administration costs to ensure it is adequate for these purposes. If the Planning Commission determines that these amounts are not adequate, the township shall require the owner/operator to make additional deposits to increase the amount of the surety bond to cure such inadequacy.
  - (iv) If decommissioning is not completed by the applicant within one year of receiving the necessary permits for decommissioning, the township shall

have access to the financial resources for the expressed purpose of completing decommissioning. Funds may be used for administrative fees and costs associated with decommissioning.

- (v) The township is granted the right of entry onto the site, pursuant to reasonable notice, to effect or complete decommissioning.
- (vi) The township is granted the right to seek injunctive relief to effect or complete decommissioning, as well as the right to seek reimbursement from the applicant or applicant's successor for decommissioning costs in excess of the amount provided for in the decommissioning plan and to file a lien against any real estate owned by applicant or applicant's successor, or in which they have an interest, for the amount of the excess, and to take all steps allowed by law to enforce said lien.

**(e) Change in Ownership**

(1) The township must be notified in advance of any change in ownership of a commercial solar energy system. The following information shall be provided in the notification:

- (i) The current owner's name, address, and contact information (email and phone number).
- (ii) The proposed new owner's name, address, and contact information (email and phone number).
- (iii) The property address, including Parcel ID number.
- (iv) If there is to be a change in responsibility for oversight and operation of the system, the name, address, and contact information for the new operator (email and phone number) will be required as well.





October 31, 2022

Mr. Fredrick Thorsby, Supervisor  
Charter Township of Flushing  
6524 North Seymour Road  
Flushing, MI 48433

RE: Township Board – Fee Schedule Analysis

Dear Mr. Thorsby:

Per your request, ROWE Professional Services Company has conducted a fee schedule analysis of planning fees. As part of this review, we compared Flushing Township's fees to the City of Flushing, Vienna Charter Township, Thetford Township, and Genesee Charter Township. It is our recommendation to make minor adjustments to planning fees. Additional modifications to the fee schedule are adding new fee items based on items identified during the codification process and best practices. Below is a summary of suggested changes:

- To help with the organization of the fee schedule, we added heading topics and alphabetized the various items.
- Under the Assessing heading, in some locations just the term "commercial" is used while in one location it states, "commercial or industrial". To minimize confusion, we propose to use the term "non-residential".
- Under the Building heading, we recommend having one location where all the fees are listed. We took the fees based on the Construction Permit Fee Schedule document located on your website. It is a common practice for municipalities to have all this information in one central location in addition to breaking out other guiding documents.
  - Based on the original document a clear fee has not been identified by the Township Board. These include fire suppression and fire alarm plan review, plan review, and plot plan grade review. These items are highlighted to be filled in as identified by the Building Official.
- Under the Planning heading, we propose clarifying detached single-family vs non detached single-family. If an apartment complex application is submitted, we believe the intention is to require a commercial fee because it would require the same level of review. This will allow for the continued practice of having reduced costs for current residents and single-family residential development.

Flint, MI (HQ): 540 S. Saginaw Street, Suite 200, 48502 | Phone: (810) 341-7500

Civil Engineering | Surveying | Landscape Architecture | Aerial Imagery/Mapping | Planning

Flint, MI (HQ) | Lapeer, MI | Farmington Hills, MI | Kentwood, MI | Mt. Pleasant, MI | Grayling, MI | Myrtle Beach, SC | [www.rowepsc.com](http://www.rowepsc.com)

Mr. Fredrick Thorsby, Supervisor  
October 31, 2022  
Page 2

- Based on the fee analysis for planning and zoning services, we propose the following adjustments:

Permit Type	Comment	Current Fee	Proposed Fee
Site Plan Review	Add engineering review and escrow.	\$0	Engineering \$800 Escrow \$2,500
Special Use Request	Typically includes a Site Plan Review in addition to a public hearing.	\$300	\$650

- Under the Planning heading, additional items added to the fee schedule include pre-application meetings, commercial solar energy project escrow, garage sale sign review, and electrical compliance permit over 200 amps.
- We recommend the township reach out to Genesee County Water and Waste to confirm what are appropriate rates for utilities.
- Under the Other heading, one miscellaneous fee that is common for municipalities we did not see in the fee schedule but may be useful is township hall rental. Additional uses added based on the codification include entertainment license and storage of junk vehicles.

Also included is a proposed 2023 fee schedule based on these recommendations. Please let us know if you have any questions at (800) 341-7500 or [chabben@rowepsc.com](mailto:chabben@rowepsc.com).

Sincerely,  
ROWE Professional Services Company

Caitlyn Habben

Digitally signed by Caitlyn Habben  
DN: cn=Caitlyn Habben,  
o=ROWE Professional Services Company,  
c=US,  
email=chabben@rowepsc.com,  
CN=Caitlyn Habben  
Date: 2022.11.01 11:16:49-04'00'

Caitlyn Habben AICP  
Planner

Attachments

cc: Flushing Township, Township Board

R:\Projects\22C0001\Docs\Planning and Zoning Services\Other Ordinances\Codification\Other Analysis\Fee Schedule Analysis Letter.docx



**Charter Township of Flushing**  
User Fee Board Approved November 3, 2022

*Assessing*

Item	Fee
Land Combination (Non-Residential)	\$300
Land Combination (Residential)	\$50
Land Division (Non-Residential)	\$300
Land Division (Residential)	\$100

*Building*

Item	Fee
Contractor Registration (One Time)	\$15
Construction Board of Appeals Application	\$600
Earth Removal Permit (Plus Bond Where Needed)	\$100
Earth Removal Renewal Permit	\$50
Electronic Archiving Fee	\$5 Minimum
Fence Permit	\$50
Fire Suppression and Fire Alarm Plan Review	
Plan Reviews	
Plot Plan Grade Review	
Zoning Review Fee	\$50
<b><u>Building Permit Fees</u></b>	
<b>New Building Construction/Alterations</b>	
First \$1,000 Value	\$50
Each Additional \$1,000 Value	\$5
<b>All Other Building Construction/Repairs</b>	
Application	\$45
Certification of Occupancy	\$20
Demolition	\$50
<b>Expiration Permit</b>	
Extention	\$75
Renewal	\$75
<b>Inspections</b>	
Re-Inspection/Special Inspection	\$50
Final Inspection	\$40
<b>Swimming Pools</b>	
Above Ground	\$50
In Ground (Required Plumbing, Mechanical, & Eletrical Permits)	\$200

or 1% of total permit fees

**Electrical Permit Fees**

<b>New Single-Family Residence</b>	
Up to 150 amps, 30 circuits	\$200
Up to 200 amps, 40 circuits	\$250
<b>All Other Electrical Permit Fees</b>	
Application	\$45
Appliances - Dishwasher, Garbage Disposal & Range Hood	\$10
Alterations or Additions to Existing System	\$30
Circuits (each)	\$7
<b>Expiration Permit</b>	

**Charter Township of Flushing**  
User Fee Board Approved November 3, 2022

	Extention	\$75	
	Renewal	\$75	
	Feeders, Bus Ducts, etc. (per 50 ft or fraction thereof)	\$10	
	<b>Fire Alarms</b>		
	Up to 10 stations & horns	\$50	
	11 -20 stations & horns	\$100	
	Over 20 stations & horns (each over 20)	\$5	
	Furance-Unit Heaters & Air Conditioner	\$10	
	<b>Generators</b>		
	Up to 15 K.V.A or H.P	\$50	
	Over 15 K.V.A. or H.P.	\$75	
	<b>Heat/Smoke Detector-First Device (Connection Only)</b>	\$7	
	Each additional alarm/ signal device	\$4	
	<b>Inspections</b>		
	Re-Inspection/Special Inspection	\$50	
	Final Inspection	\$40	
	Lighting Fixtures (per 25) & fraction thereof sockets	\$10	
	<b>Motors/Transformers (&gt;K.V.A &amp; H.P. each unit)</b>		
	Up to 20 K.V.A or H.P.	\$10	
	21 - 50 K.V.A or H.P.	\$15	
	>51 K.V.A or H.P.	\$20	
	Power Outlets (including ranges, dryers & all 220V)	\$10	
	Service (per 100 amps)	\$15	
	Signs (per circuit)	\$25	
	Swimming Pools	\$135	
	Underground Inspection (per 100 ft)	\$20	
	<b><u>Mechanical Permit Fees</u></b>		
	<b>New Single-Family Residence</b>		
	Furance, vents, ducts, chimney, air conditioner	\$155	
	+ Second Furance or air conditioner	\$80	
	<b>All Other Mechanical Permits</b>		
	Application	\$45	
	Air Conditioning (includes split system)	\$30	
	<b>Air Handlers/Hear Wheels</b>		
	10,000 or Less CFM	\$20	
	Over 10,000 CFM	\$60	
	Chiller	\$30	
	Commercial Hoods	\$15	
	Commercial Unit Ventilators & Exhaust Fans	\$25	
	Compressors	\$30	
	Cooling Towers	\$30	0.10 per ft
	Duct	\$25 Minimum	
	Evaporator Coils	\$30	
	<b>Expiration Permit</b>		
	Extention	\$75	
	Renewal	\$75	0.75 per head

## Charter Township of Flushing

User Fee Board Approved November 3, 2022

Fire Suppression/Protection	\$20 Minimum
Flue/Vent Damper	\$10
Gas Burning Fireplace	\$30
Gas/Oil Equipment (Furance) new and/or conversion units or boilers	\$30
<b>Gas Piping</b>	
1 test & 5 openings	\$30
Each additional opening over 5	\$5
Heat Pumps, Commercial (pipe not included)	\$20
Humidifiers	\$10
<b>Inspections</b>	
Re-Inspection/Special Inspection	\$50
Final Inspection	\$40
Piping/Process Piping	\$25 Minimum
Refridgerator (split system)	\$30
Residential Bath & Kitchen Exhaust	\$10
Residential Heating Zone	\$15
Solid Fuel Equipment (including Chimney)	\$30
<b>Systems Using ASME Containers</b>	
1,000 lbs Capacity	\$15
1,000 lbs to 2,500 lbs	\$20
2,501 lbs to 5,000 lbs	\$30
Over 5,000 lbs	\$40
V.A.V Boxes	\$25
Water Heater	\$15
<b><u>Pumblng Permit Fees</u></b>	
<b>New Residential Construction</b>	
Homes up to 1,750 sqft & 1 1/2 Baths	\$125
Homes over 1,750 sqft or more than 1 1/2 to 2 Baths	\$150
Homes over 3,000 sqft or more than 3 Baths	\$180
<b>All Other Pumping Permits</b>	
Application	\$45
Connection: Building Drain-Building Sewer	\$20
Fixtures, Floor Drains, Special Drains, Water Connected Appliances	\$9
<b>Expiration Permit</b>	
Extention	\$75
Renewal	\$75
<b>Inspections</b>	
Re-Inspection/Special Inspection	\$50
Final Inspection	\$40
Interceptor (Grease trap 750 Gallons & up)	\$75
Manholes/Catch Basins	\$20
Sewage Sumps, Sewage Ejectors	\$15
<b>Sewers</b>	
Sanitary or Storm Less than 6"	\$25
Sanitary or Storm 6" or More & each additional 2"	\$10
Stacks, Vents, Conductors	\$9
Sub-Sill Drains	\$15

0.05 per ft

**Charter Township of Flushing**  
User Fee Board Approved November 3, 2022

	Reducer pressure Zone Back-Flow Preventor	\$20
	<b>Water Distribution Pipe System</b>	
	3/4 "	\$15
	1"	\$20
	1 1/4"	\$25
	1 1/2"	\$30
	2"	\$35
	Over 2"	\$40
	<b>Water Heater</b>	\$15
	<b>Water Service</b>	
	Less than 2"	\$30
	2" to 6"	\$50

*Clerk*

Item	Fee
Peddlers Permit (6 Month)	\$150

*Documents*

Item	Fee
Code of Ordinances	*FOIA
Master Plan Notebook	*FOIA
Photo Copy	*FOIA
Voter Registration List (Paper Copy)	*FOIA
Zoning Ordinance Notebook (8.5x11)	*FOIA
Zoning Copies of Updates (1 to 5 Copies)	*FOIA
Zoning Map 11"x17"	*FOIA

*Planning*

Item	Fee
Dog Kennel Permit	\$100
Electrical Compliance Permit (Over 200 amps)	\$100
<b>Home Occupation Permit</b>	
Home Business	\$100
Medical Caregiver Permit	\$250
Medical Caregiver Permit Renewal	\$50
<b>Sign Permits</b>	See below
Detached Single Family Residential	\$50
Garage Sale	\$50.
Non-Detached Single Family Residential	\$100
<b>Site Plan Review</b>	\$650
+ Engineering Review	\$800
+ Escrow	\$2,500
<b>Special Meeting Planning Commission/ Zoning Board of Appeal</b>	\$800
<b>Special Use Request Permit</b>	\$650
+ Commercial Solar Energy Project Escrow	\$5,000
Pre-Application Meeting	\$250

## Charter Township of Flushing

User Fee Board Approved November 3, 2022

<b>Pond (Minimum 2 Acre Lot, Zoned RSA)</b>		\$650
	+ Bond	\$7,500
<b>Rezoning Permit</b>		
	Non Detached Single Family Residential	\$1,600
	Detached Single Family Residential	\$950
<b>Zoning Board of Appeals Application</b>		
	Detached Single Family Residential	\$500
	Non Detached Single Family Residential	\$650

### Utility

Item	Fee
<b>Municipal Water Connection</b>	
Inspection for Direct Connection to Water System	\$10
Residential - Single Family Dwelling	\$4,000
Residential - Single Family Dwelling Platted Lot	\$500
Tap-in by Adjacent Property Owner	\$4,000

In conjunction with Genesee County Water and Waste

Meter Size	Monthly Minimum (Cubic Feet)	Monthly Minimum Charges
5/8"	400	\$ 15.00
1"	1,200	\$ 35.58
1 1/2"	2,600	\$ 69.26
2"	4,800	\$ 113.52
3"	10,500	\$ 220.66
4"	19,000	\$ 377.38
6"	44,000	\$ 809.16

For all water used over the monthly minimum. For the difference in water used over the monthly minimum and three thousand five hundred (3,500) cubic feet, the rate shall be one dollar and fifteen cents (\$1.15) per one hundred (100) cubic feet.

<b>Municipal Sanitary Sewer Connection</b>	
Permit to Connect to County Sewer	\$100
Additional Fee to Connect to Township's Sewer	\$15

### Other

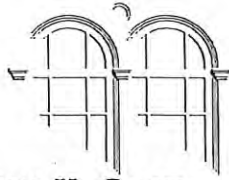
Township Hall Rental	\$65 for 4 hours
Entertainment License Sec. 9-30	\$100
Storage of Junk Motor Vehicles (No more than 4 vehicles) Sec. 19-65	\$15

### Per Freedom of Information Act (FIOA) Requirements\*

All Bonds and/or additional Planning fees set by the Township Board.

The Township shall reserve the right to charge any additional fees accrued for review of their project by the township engineer, architects, planning consultant, municipal attorney, or any other professional.





JOHN K. COSTA, AIA  
ARCHITECTURAL DESIGN  
& CONSULTATION, PLLC

October 25, 2022

Mr. Frederick R. Thorsby, Supervisor  
Charter Township of Flushing  
6524 N. Seymour Road  
Flushing, MI 48433

RE: Space Needs Assessment &  
Facility Planning

Dear Mr. Thorsby,

It was a pleasure meeting with you and your colleagues, touring the facility, and for the opportunity to provide you with this proposal. I am pleased to submit this proposal to provide architectural services for the project.

Per our discussions, it is understood that during the past few years, the Flushing Township offices have had an increased workload within the building department and elections division, such that additional personnel are being considered for several positions. As well as a shortage of storage space for elections equipment, materials, and miscellaneous supplies.

It is understood that Flushing Township is seeking a Space Needs Assessment to analyze the existing facility, interview staff to understand current work flow conditions and define future needs, and develop a space program analysis with recommendations for improvements and future implementations.

The scope of work will include the preparation of a report detailing the information gathered from the interviews with staff, a review of the existing facilities, an assessment of current and possible future space needs, and developing recommendation options detailing optional scenarios based on the assessment findings. The report will include conceptual diagrams and floor plans, and initial budget estimates and phasing options. It is understood that the original building drawings will be available for our use.

Not included in the scope of work is the cost of any civil, structural, mechanical, electrical, or plumbing engineering or drawings, construction administration, nor

417 OLDMILL DRIVE  
FLUSHING, MICHIGAN 48433  
810-659-5275 FAX 810-659-5399


any fees for submittal to governmental agencies for review or approval.  
Reimbursable expenses shall include the costs of all reproductions and plots.

The fee for architectural services as outlined above for this project shall be a lump sum amount of \$6,400.00. Extensive changes in the work and additional services shall be compensated at an hourly rate of \$80.00, or may be negotiated for an additional fixed amount. Reimbursable expenses shall include the costs of all reproductions and plots.

I can begin work immediately from the signing of the agreement and anticipate it will take 6-8 weeks for completion of the Assessment report.

Thank you for the opportunity to provide you with this proposal, and if you have any questions or require additional information, please contact me. If the foregoing meets with your approval please sign, date, and return a copy of the agreement, as well as an initial payment of \$1,000.00 as an authorization to proceed with the work.

Sincerely,

  
\_\_\_\_\_  
John K. Costa, AIA  
Architect

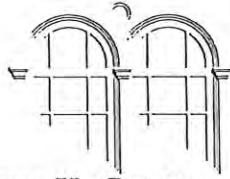
10/25/2022

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mr. Frederick R. Thorsby  
Supervisor

\_\_\_\_\_  
Date





JOHN K. COSTA, AIA  
ARCHITECTURAL DESIGN  
& CONSULTATION, PLLC

Firm Profile:

After working with other firms for many years, I had concluded that my career path had become stagnant, and the best opportunity to further my career goals was to establish my own firm. I had a long desire to establish my own practice, for both, the opportunity to pursue projects that follow my own interests, as well as for the possibility of greater financial rewards

The architectural firm was established in April 2004 with the intent of serving the greater community of Genesee County, Michigan with an alternate option for architectural services. The firm has developed a list of clients that includes local developers, business owners, and general contractors. Projects are typically awarded to the firm through repeat clients or through referrals. The firm offers professional services including project programming, existing facility surveys, site analysis and development planning, schematic design, and preparing construction documents.

To date the firm has successfully completed over 750 projects located throughout the state of Michigan and include new buildings, additions, and renovations of commercial retail and office buildings, restaurants, warehouses, churches, and residences. Although all projects are important to me, one that in particular was most rewarding, was to be selected as the local architect to assist the contractor in the multiple additions and renovations to the Flint Institute of Arts. Being a small firm, I was very grateful to have been given the opportunity to be a part of such a major project in our community. The hard work and dedication of the entire project team resulted in the building being delivered to the client on time and on budget.

Having over thirty-five years of work experience in the local community has given me the opportunity to develop relationships with building officials, general contractors, sub-contractors, suppliers, and many clients which have resulted in many successful and enjoyable projects. I believe that my outlook to value and respect all individuals, and recognize the contributions and roles that all may play in the development of a project has been at the heart of the success of the firm.



# Protecting Local Government Retirement and Benefits Act Corrective Action Plan: Defined Benefit Pension Retirement Systems

Issued under authority of Public Act 202 of 2017 (The Act).

## 1. LOCAL GOVERNMENT INFORMATION

Local Government Name: FLUSHING TOWNSHIP Six-Digit Muni Code: 251502  
Defined Benefit Pension System Name: MERS  
Contact Name (Administrative Officer): FRED THORSBY  
Title if not Administrative Officer: SUPERVISOR Telephone: 659-0800  
Email (Communication will be sent here): supervisor@flushingtwp.org  
Fiscal Year System was Determined to be Underfunded: 2020

## 2. GENERAL INFORMATION

**Corrective Action Plan:** An underfunded local government shall develop and submit for approval a corrective action plan for the local government. The local government shall determine the components of the corrective action plan. This corrective action plan shall be submitted by any local government with at least one defined benefit pension retirement system that has been determined to have an underfunded status. Underfunded status for a defined benefit pension system is defined as being less than 60% funded according to the most recent audited financial statements, and, if the local government is a city, village, township, or county, the actuarially determined contribution (ADC) for all of the defined benefit pension retirement systems of the local government is greater than 10% of the local government's annual governmental fund revenues, based on the most recent fiscal year.

**Due Date:** The local government has **180 days from the date of notification** to submit a corrective action plan to the Municipal Stability Board (the Board). The Board may extend the 180-day deadline by up to an additional 45 days if the local government submits a reasonable draft of a corrective action plan and requests an extension.

**Filing:** Per Sec. 10(1) of PA 202 of 2017 (the Act), this corrective action plan must be approved by the local government's administrative officer and its governing body. **You must provide proof of your governing body approving this corrective action plan and attach the documentation as a separate PDF document.** Failure to provide documentation that demonstrates approval from your governing body will automatically result in a disapproval of the corrective action plan.

The submitted plan must demonstrate through distinct supporting documentation how and when the local government will reach the 60% funded ratio. Or, if the local government is a city, village, township, or county, the submitted plan may demonstrate how and when the ADC for all defined benefit pension systems will be less than 10% of annual governmental fund revenues, as defined by the Act. Supporting documentation for the funding ratio and/or ADC must include an actuarial projection, an actuarial valuation, or an internally developed analysis. The local government must project governmental fund revenues using a reasonable forecast based on historical trends and projected rates of inflation.

The completed plan must be submitted via email to Treasury at [LocalRetirementReporting@michigan.gov](mailto:LocalRetirementReporting@michigan.gov) for review by the Board. **If you have multiple underfunded retirement systems, you are required to**

**complete separate plans and send a separate email for each underfunded system.** Please attach each plan as a separate PDF document in addition to all applicable supporting documentation.

The subject line of the email(s) should be in the following format: **Corrective Action Plan-20XX, Local Government Name, Retirement System Name** (e.g. Corrective Action Plan-2017, City of Lansing, Employees' Retirement System Pension Plan). Treasury will send an automatic reply acknowledging receipt of the email. Your individual email settings must allow for receipt of Treasury's automatic reply. This will be the only notification confirming receipt of the application(s).

**Municipal Stability Board:** The Board shall review and vote on the approval of a corrective action plan submitted by a local government. If a corrective action plan is approved, the Board will monitor the corrective action plan and report on the local government's compliance with the Act not less than every two years.

**Review Process:** Following receipt of the email by Treasury, the Board will receive the corrective action plan submission at the Board's next scheduled meeting. The Board shall then approve or reject the corrective action plan within 45 days from the date of the meeting.

**Considerations for Approval:** A successful corrective action plan will demonstrate the actions for correcting underfunded status as set forth in Sec. 10(7) of the Act (listed below), as well as any additional solutions to address the underfunded status. Please also include steps already taken to address your underfunded status as well as the date prospective actions will be taken. A local government may also include in its corrective action plan a review of the local government's budget and finances to determine any alternative methods available to address its underfunded status. A corrective action plan under this section may include the development and implementation of corrective options for the local government to address its underfunded status. The corrective options as described in Sec. 10(7) may include, but are not limited to, any of the following:

- (i) Closing the current defined benefit plan;
- (ii) Implementing a multiplier limit;
- (iii) Reducing or eliminating new accrued benefits;
- (iv) Implementing final average compensation standards.

**Implementation:** The local government has up to 180 days after the approval of a corrective action plan to begin to implement the corrective action plan to address its underfunded status. The Board shall monitor each underfunded local government's compliance with this Act and any corrective action plan. The Board shall adopt a schedule, not less than every 2 years, to certify that the underfunded local government is in substantial compliance with the Act. If the Board determines that an underfunded local government is not in substantial compliance under this subsection, the Board shall within 15 days provide notification and report to the local government detailing the reasons for the determination of noncompliance with the corrective action plan. The local government has 60 days from the date of the notification to address the determination of noncompliance.

### 3. DESCRIPTIONS OF PRIOR ACTIONS

Prior actions are separated into three categories below: System Design Changes, Additional Funding, and Other Considerations. Please provide a brief description of the prior actions implemented by the local government to address the retirement system's underfunded status within the appropriate category section. Within each category are sample statements that you may choose to use to indicate the changes to your system that will positively affect your funded status. For retirement systems that have multiple divisions, departments, or plans within the same retirement system, please indicate how these changes impact the retirement system as a whole.

- If applicable, prior actions listed within your waiver application(s) may also be included in your corrective action plan.

Please indicate where in the attached supporting documentation these changes are described and the impact of those changes (i.e. what has the local government done to improve its underfunded status, and which attachment(s) supports your actions).

- Please provide the name of the system impacted, the date you made the change, the relevant page number(s) within the supporting documentation, and the resulting change to the system's funded ratio.

#### Category of Prior Actions:

- System Design Changes** - System design changes may include the following: lower tier of benefits for new hires, final average compensation limitations, freeze future benefit accruals for active employees in the defined benefit system, defined contribution system for new hires, hybrid system for new hires, bridged multiplier for active employees, etc.

**Sample Statement:** *The system's multiplier for current employees was lowered from 2.5X to 2X for the **General Employees' Retirement System** on **January 1, 2019**. On page 8 of the attached actuarial supplemental valuation, it shows our funded ratio will be **60%** by fiscal year **2022**.*

The local government negotiated contract change benefits between the years of 2016-2022 from Defined benefits to Defined Contributions for all new hires. See attached union contract changes. The Patrol 02 Division was approved 7/14/17 this DC 5%ER 5%EE. There were no new hires in the Teamsters 01 Division, so this change was not submitted to MERS until 2021. So the reduction in benefits would not have showed the effect to the 2020 actuarial. As of Fiscal Year ending 2021 the Mers actuarial shows fiduciary level at 60%.

- Additional Funding** – Additional funding may include the following: voluntary contributions above the ADC, bonding, millage increases, restricted funds, etc.

**Sample Statement:** *The local government provided a lump sum payment of **\$1 million** to the **General Employees' Retirement System** on **January 1, 2019**. This lump sum payment was in addition to the ADC of the system. The additional contribution will increase the retirement system's funded ratio to **61%** by **2027**. Please see page 10 of the attached enacted budget, which highlights this contribution of **\$1 million**.*

The local government provided a lump sum annual payments of \$10,000.00 to the Teamsters 01 retirement system.

- Other Considerations** – Other considerations may include the following: outdated Form 5572 information, actuarial assumption changes, amortization policy changes, etc.

**Sample Statement:** *The information provided on the Form 5572 from the audit used actuarial data from **2017**. Attached is an updated actuarial valuation from **2019** that shows our funded ratio has improved to **62%** as indicated on page 13.*

#### 4. DESCRIPTION OF PROSPECTIVE ACTIONS

The corrective action plan allows you to submit a plan of prospective actions which are separated into three categories below: System Design Changes, Additional Funding, and Other Considerations. Please provide a brief description of the additional actions the local government is planning to implement to address the retirement system's underfunded status within the appropriate category section. Within each category are sample statements that you may choose to use to indicate the changes to your system that will positively affect your funding status. For retirement systems that have multiple divisions, departments, or plans within the same retirement system, please indicate how these changes impact the retirement system as a whole.

Please indicate where in the attached supporting documentation these changes are described and the impact of those changes (i.e. what will the local government do to improve its underfunded status, and which attachment(s) supports your actions).

##### Category of Prospective Actions:

**System Design Changes** - System design changes may include the following: Lower tier of benefits for new hires, final average compensation limitations, freeze future benefit accruals for active employees in the defined benefit system, defined contribution system for new hires, hybrid system for new hires, bridged multiplier for active employees, etc.

**Sample Statement:** Beginning with **summer 2019** contract negotiations, the local government will seek to lower the system's multiplier for current employees from 2.5X to 2X for the **General Employees' Retirement System**. On page 8 of the attached actuarial supplemental valuation, it shows our funded ratio would be **60% funded by fiscal year 2021** if these changes were adopted and implemented by **fiscal year 2020**.

The Teamsters 01 new hires DC Plan initial adoption agreement effective 12/1/21: DC 5%ER 3%EE. This change will have a impact on the future funding ratio. The attached 2021 actuarial page six shows 12/31/21 funding ratio at 60%from the prior year 12/31/20 at 56%.

The local government on 8/11/22 approved Command 20 Division removing the E2 2.5% bridge to 0.00% for new hires. Also considering closing the Command Division.

**Additional Funding** – Additional funding may include the following: voluntary contributions above the ADC, bonding, millage increases, restricted funds, etc.

**Sample Statement:** Beginning in **fiscal year 2020**, the local government will provide a lump sum payment of **\$1 million** to the **General Employees' Retirement System**. This lump sum payment will be in addition to the ADC of the system. The additional contribution will increase the retirement system's funded ratio to **61% by 2026**. Please see page 10 of the attached enacted budget, which highlights this contribution of **\$1 million**. Please see page 12 of the attached supplemental actuarial valuation showing the projected change to the system's funded ratio with this additional contribution.

The local government paid \$60,000.00 lump sum on 12/2021 to the surplus account. This lump sum payment was in addition to the ADC of the system. This voluntary lump sum payment of \$60,000 is budgeted annually.

**Other Considerations** – Other considerations may include the following: outdated Form 5572 information, actuarial assumption changes, amortization policy changes, etc.

**Sample Statement:** Beginning in **fiscal year 2020**, the local government will begin amortizing the unfunded portion of the pension liability using a **level-dollar amortization method over a closed period of 10 years**. This will allow the retirement system to reach a funded status of **62% by 2023** as shown in the attached actuarial analysis on page 13.

## 5. CONFIRMATION OF FUNDING

Please check the applicable answer:

Do the corrective actions listed in this plan allow for your local government to make, at a minimum, the ADC payment for the defined benefit pension system according to your long-term budget forecast?

Yes

No, Explain:

## 6. DOCUMENTATION ATTACHED TO THIS CORRECTIVE ACTION PLAN

Documentation should be attached as a PDF to this corrective action plan. The documentation should detail the corrective action plan that would be implemented to adequately address the local government's underfunded status. Please check all documents that are included as part of this plan and attach in successive order as provided below:

**Naming Convention:** When attaching documents, please use the naming convention shown below. If there is more than one document in a specific category that needs to be submitted, include a, b, or c for each document. For example, if you are submitting two supplemental valuations, you would name the first document "Attachment 2a" and the second document "Attachment 2b".

### Naming Convention:

- Attachment – 1
- Attachment – 1a
- Attachment – 2a
  
- Attachment – 3a
- Attachment – 4a
- Attachment – 5a
- Attachment – 6a

### Type of Document:

- This corrective action plan form (required);**
- Documentation from the governing body approving this corrective action plan (required);**
- An actuarial projection, an actuarial valuation, or an internally developed analysis (in accordance with GASB and/or actuarial standards of practice), which illustrates how and when the local government will reach the 60% funded ratio. Or, if the local government is a city, village, township, or county, how and when the ADC will be less than 10% of governmental fund revenues, as defined by the Act (required);**
- Documentation of additional payments in past years that are not reflected in your audited financial statements (e.g. enacted budget, system provided information);
- Documentation of commitment to additional payments in future years (e.g. resolution, ordinance);
- A separate corrective action plan that the local government has approved to address its underfunded status, which includes documentation of prior actions, prospective actions, and the positive impact on the system's funded ratio;
- Other documentation not categorized above.

## 7. CORRECTIVE ACTION PLAN CRITERIA

Please confirm that each of the three corrective action plan criteria listed below have been satisfied when submitting this document. Specific detail on corrective action plan criteria can be found in the Corrective Action Plan Development: Best Practices and Strategies document.

### Corrective Action Plan Criteria:

### Description:

Underfunded Status

Is there a description and adequate supporting documentation of how and when the retirement system will reach the 60% funded ratio? Or, if your local government is a city, village, township, or county, how and when the ADC of all pension systems will be less than 10% of governmental fund revenues? Do the corrective actions address the underfunded status in a reasonable timeframe?

Legality

Does the corrective action plan follow all applicable laws? Are all required administrative certifications and governing body approvals included?

Affordability

Do the corrective action(s) listed allow the local government to make the ADC payment for the pension system now and into the future without additional changes to this corrective action plan?

## 8. LOCAL GOVERNMENT'S ADMINISTRATIVE OFFICER APPROVAL OF CORRECTIVE ACTION PLAN

I, Fred Thorsby, as the government's administrative officer (Ex. City/Township Manager, Executive Director, Chief Executive Officer, etc.) (insert title) Supervisor approve this corrective action plan and will implement the prospective actions contained in this corrective action plan.

I confirm to the best of my knowledge that because of the changes listed above, one of the following statements will occur:

The MERS (insert retirement pension system name) will achieve a funded status of at least 60% by fiscal year 2021 as demonstrated by required supporting documentation listed in Section 6.

**OR, if the local government is a city, village, township, or county:**

The ADC for all the defined benefit pension retirement systems of the local government will be less than 10% of the local government's annual governmental fund revenues by fiscal year \_\_\_\_\_ as demonstrated by required supporting documentation listed in Section 6.

Signature: \_\_\_\_\_

Date: 11/10/2022





A CMS Energy Company

**CEM Support Center**

Consumers Energy, CEM Support Center, Lansing Service Center, Rm. 122, 530 W. Willow St., P.O. Box 30162 Lansing, MI 48909-7662

August 16, 2022

NOTIFICATION #:  
1062457713

FLUSHING TOWNSHIP  
6524 N SEYMOUR RD  
FLUSHING, MI 48433-1092

REFERENCE: 4335 N SEYMOUR RD, FLUSHING

Dear Valued Customer,

Thank you for contacting Consumers Energy for your energy needs. Please note the Notification Number above and include it on any correspondence you send. Please note the Account Number, located above the Account Name on your invoice, when submitting payment.

Enclosed for approval and signature is the original Authorization for Change and Resolution covering the replacement and/or installation of streetlight(s). You are responsible for the final restoration.

The estimated cost for your energy request is as follows:  
Non Refundable Agreement for Installation of Electric Facilities:

Winter Construction Costs:	\$ -
Installation Charge:	\$ 100.00
Additional Costs	
<b>Total Estimated Cost:</b>	<b>\$ 100.00</b>
Less Prepayment Received:	\$ -
<b>Total Estimated Cost Due:</b>	<b>\$ 100.00</b>

Please sign and return the original Authorization for Change and Resolution in the enclosed self-addressed envelope or email to: [POBoxCEServiceRequest@cmsenergy.com](mailto:POBoxCEServiceRequest@cmsenergy.com). Payment in full is required before the installation can be scheduled for construction.

Please review all attached materials carefully and direct inquiries for your request to:  
GABRIEL POLETTI at 810-760-3485



A CMS Energy Company

Dear New Electric Customer:

Thank you for your request for electric service. In order to expedite your request and meet your schedule, we have developed the following list of items requiring action by you (Customer Responsibilities). These requirements must be met before we can install your service.

CUSTOMER RESPONSIBILITIES

- 1) **Service Location:** A copy of our design document may be included in your customer packet. If included, your service entrance equipment should be located at the spot indicated by an "X" as shown on the design document (Form 2804). Install the meter socket 3½ - 5 feet above final grade of this location.
- 2) **Meter Socket:** Residential metering equipment furnished free of charge, owned and maintained by Consumers Energy includes: meters and one or two position self-contained meter sockets. Contact the company representative assigned to your notification for locations to pick-up the meter socket. For metering installations that require a three or more position self-contained meter socket, the customer will be required to purchase approved meter sockets from a distributor or supplier of their choice.
- 3) **Payment:** An invoice may be included in your customer packet. If included, the deposit amount on the invoice must be paid prior to installation of your service. Additional charges may apply and will be billed/or a refund issued upon completion of your service installation.
- 4) **Site Conditions:** The site must be within three (3) inches of final grade before we can install your service. If you have requested an underground service, you will need to clear a 12-foot wide path that is free of building materials, brush, trees, shrubs, etc, along the proposed service route to avoid delays. Our Forestry Department can provide this service for you at an additional charge. For overhead service, nominal line clearing will be provided at no charge. Any extensive line clearing may require additional charges. After your service is installed, we will backfill and place excavated earth over the trench. You are responsible for the final restoration and ensuring that the grading over the trench is at the required level.
- 5) **Staking:** To avoid damage, you must mark (stake) your existing private underground facilities such as: well, septic systems, sprinkler system, any underground wires, buried LPG tanks, piping, or other unusual buried facilities. These stakes must be apparent when we arrive to install the service. We cannot reimburse you for damage to facilities that are not properly staked. You do not need to stake the utilities' electric, gas or communication lines.
- 6) **Mobile Home or Temporary Service:** If you requested service to a mobile home or temporary electric service, you will be required to set your own pole or install a pipe for underground service in accordance with Consumers Energy specifications. Contact the Consumers Energy representative assigned to your notification for additional information.
- 7) **Construction Repair:** If additional line work is required to reach your location due to site conditions or other unusual circumstances, extra charges may be incurred.
- 8) **ELECTRICAL INSPECTION:** YOU ARE RESPONSIBLE FOR ENSURING THAT ALL ELECTRICAL PERMITS AND INSPECTIONS ARE OBTAINED BEFORE ANY SERVICE CONNECTIONS CAN BE MADE. WIRINGS MUST COMPLY WITH LOCAL AND STATE ELECTRICAL CODES. NOTE: CAUTION SHOULD BE USED WHEN WORKING INSIDE FUSE PANEL. PANEL MAY BE ENERGIZED AFTER SERVICE IS
- 9) **Additional Charges:** Underground services installed during the months of December through April may be subject to an additional charge. Unusual site conditions may also require an additional charge. These charges will be communicated to you in advance of construction.
- 10) **Joint Trenching:** Discounts for installation of electric and gas service in the same trench (joint trench) are applied in calculating the gas service contribution.
- 11) **Usage Rate:** Customers are billed at a general service rate while the structure is under construction. If the structure is a home, then the owner of the home, upon receiving a Certificate of Occupancy, should call 1-800-477-5050 to ensure the gas and/or electric rates are changed to an appropriate rate.

Please keep these procedures in a convenient location to review as we proceed with designing your service and constructing the job. If any of the characteristics of the service request are changed and not communicated to us, you may experience delays and/or additional charges.

If you have any questions regarding these requirements please direct inquiries to:  
GABRIEL POLETTI at 810-760-3485



A CMS Energy Company

**CEM Support Center**

Consumers Energy, Lansing Service Center, Rm. 122, 530 W. Willow St., P.O. Box 30162 Lansing, MI 48909-7662

<b>PLEASE RETURN THE CHECKED DOCUMENTS BELOW TO CONSUMERS ENERGY IN THE ENVELOPE PROVIDED</b>	
<b>TO EXPEDITE SERVICE, RETURN VIA EMAIL TO:</b>	
<a href="mailto:POBoxCEServiceRequest@cmsenergy.com"><u>POBoxCEServiceRequest@cmsenergy.com</u></a>	
<input type="checkbox"/>	AGREEMENT FOR INSTALLATION (Please return all pages of contracts) (Form 93, Form 94 and Form 95 - 2 Page Document Each) (Form 861, Form 862 and Form 230 - 4 Page Document Each)
<input checked="" type="checkbox"/>	PAYMENT WITH INVOICE STUB (BOTTOM STUB IS REQUIRED FOR PROCESSING)
<input type="checkbox"/>	REQUEST FOR ELEVATED CUSTOMER DELIVERY PRESSURE
<input checked="" type="checkbox"/>	STANDARD LIGHTING CONTRACT (MUST BE CERTIFIED BY CLERK)
<input type="checkbox"/>	SIGNED CUSTOMER ATTACHMENT PROGRAM (CAP) CONTRACT (PLEASE ENSURE TO CHECK PAYMENT OPTION ON CONTRACT)
<input checked="" type="checkbox"/>	GO READY FORM (FORM 1250) TO EXPEDITE SERVICE, RETURN VIA EMAIL TO: <a href="mailto:POBoxCEServiceRequest@cmsenergy.com"><u>POBoxCEServiceRequest@cmsenergy.com</u></a>
<input type="checkbox"/>	SITE READY PHOTO(S) TO EXPEDITE SERVICE, RETURN VIA EMAIL TO: <a href="mailto:POBoxCEServiceRequest@cmsenergy.com"><u>POBoxCEServiceRequest@cmsenergy.com</u></a>
<input type="checkbox"/>	OTHER:
<b>NOTIFICATION REFERENCE NUMBERS</b>	
ELECTRIC SERVICE NOTIFICATION:	
GAS SERVICE NOTIFICATION:	
ELECTRIC OH DISTRIBUTION NOTIFICATION:	
ELECTRIC UG DISTRIBUTION NOTIFICATION:	
GAS MAIN NOTIFICATION:	
STREETLIGHT NOTIFICATION:	1062457713



AUTHORIZATION FOR CHANGE IN  
STANDARD LIGHTING CONTRACT  
(COMPANY-OWNED) FORM 547

Contract Number: 103028807065

Consumers Energy Company is authorized as of \_\_\_\_\_, by the Township of FLUSHING, to make changes, as listed below, in the lighting system(s) covered by the existing Standard Lighting Contract between the Company and the Township of FLUSHING, dated 3/1/2017.

Lighting Type:

General Unmetered Light Emitting Diode Lighting Rate GU-LED

Notification Number(s):

1062457713

Construction Work Order Number(s):

11422916

Except for the changes in the lighting system(s) as herein authorized, all provisions of the aforesaid Standard Lighting Contract dated 3/1/2017 shall remain in full force and effect.

Township of  
FLUSHING

By:

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Printed)

Its

\_\_\_\_\_  
(Title)

This Agreement may be executed and delivered in counterparts, including by a facsimile or an electronic transmission thereof, each of which shall be deemed an original. Any document generated by the parties with respect to this Agreement, including this Agreement, may be imaged and stored electronically and introduced as evidence in any proceeding as if original business records. Neither party will object to the admissibility of such images as evidence in any proceeding on account of having been stored electronically.

RESOLUTION

RESOLVED, that it is hereby deemed advisable to authorize Consumers Energy Company to make changes in the lighting service as provided in the Standard Lighting Contract between the Company and the Township of FLUSHING, dated 3/1/2017, in accordance with the Authorization for Change in Standard Lighting Contract dated \_\_\_\_\_, heretofore submitted to and considered by this  commission  council  board ;and

RESOLVED, further, that the \_\_\_\_\_ Clerk be and are authorized to execute such authorization for change on the behalf of the Township .

STATE OF MICHIGAN

COUNTY OF Genesee

I, \_\_\_\_\_, Clerk of the Township of FLUSHING, do hereby certify that the foregoing resolution was duly adopted by the  commission  council  board of said municipality, at the meeting held on \_\_\_\_\_.

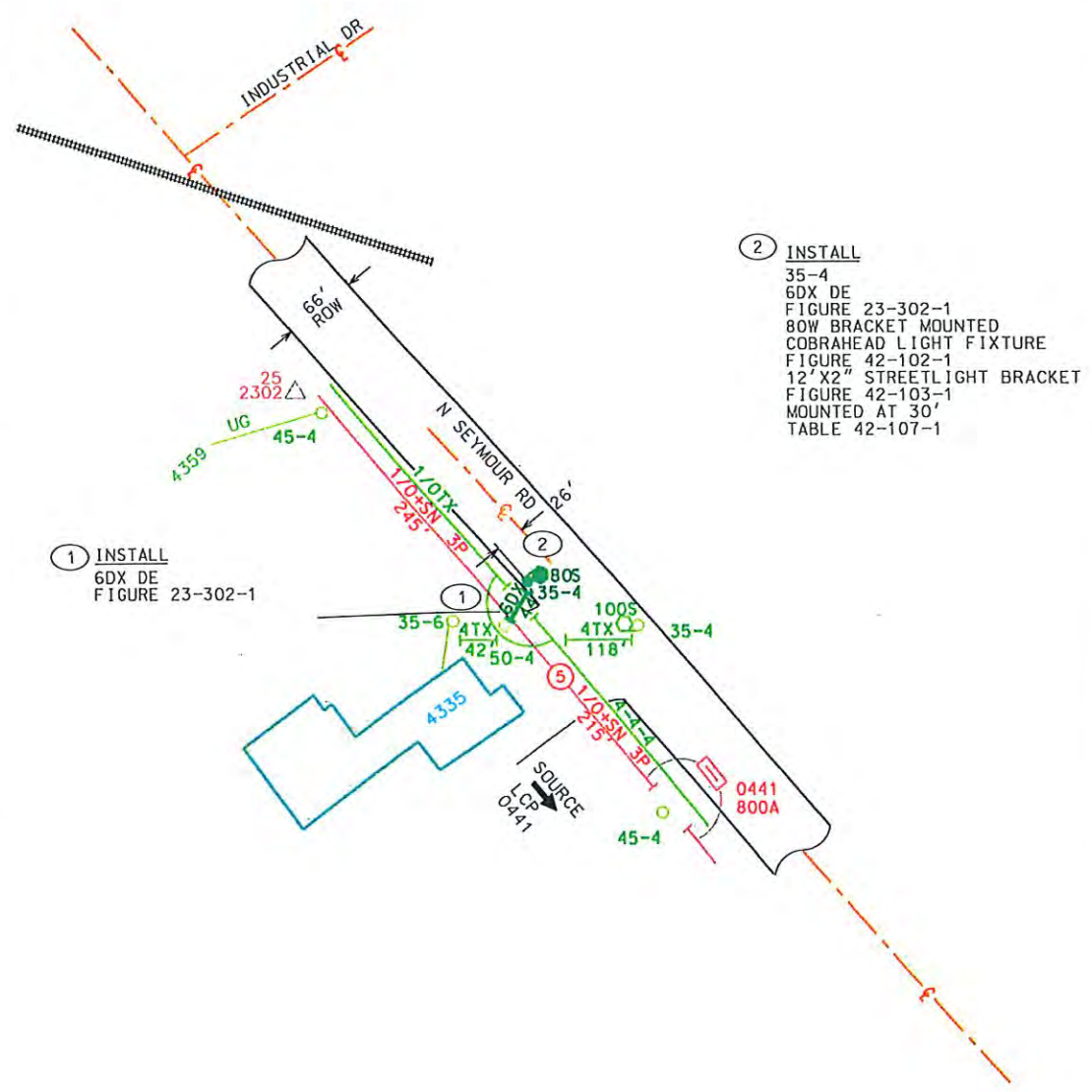
Dated:

\_\_\_\_\_  
Municipal Customer Type: Township

\_\_\_\_\_

GENERAL UNMETERED LIGHT EMITTING DIODE LIGHTING RATE GU-LED

<i>Number of Luminaires</i>	<i>Nominal Watts</i>	<i>Luminaire Type</i>	<i>Fixture Type</i>	<i>Fixture Style</i>	<i>Install Remove</i>	<i>Location</i>
1	80	LED	Cobrahead		Install	IN FRONT OF 4335 SEYMOUR RD



① INSTALL  
6DX DE  
FIGURE 23-302-1

② INSTALL  
35-4  
6DX DE  
FIGURE 23-302-1  
80W BRACKET MOUNTED  
COBRAHEAD LIGHT FIXTURE  
FIGURE 42-102-1  
12' X 2" STREETLIGHT BRACKET  
FIGURE 42-103-1  
MOUNTED AT 30'  
TABLE 42-107-1

SUBSTATION FLUSHING		WD NO. 0410	METER NUMBER		METER ORDER NUMBER		CONSUMERS ENERGY CONTACTS						
CIRCUIT SEYMOUR ROAD		CKT NO. 02	LCP NO. 0442	TLM NUMBER 08552723	# OF RDS	DHMS	ORDER TYPE ECNC STL	MAT. TYPE 1062457713	DESIGN NUMBER 11422916	ORDER NUMBER	DEPARTMENT COORDINATOR DESIGNER	NAME GABRIEL POLETTI HEATHER BARCOCK	NUMBER 810-241-8179 810-908-2288
METER LOCATION		4335 N SEYMOUR RD ECNC STL		CM NO. 100006994343		JOB PURPOSE: INSTALL STREETLIGHT ON POLE LOCATED AT 4335 N SEYMOUR RD			UPSTREAM SECTIONALIZING DEVICE: 0441-800A LOCATION: 317 SEYMOUR RD				
CE STAKING REQ'D		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		FORESTRY REQ'D		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No							
SHEET B		SHEET 01 OF 01		SCALE 1"=100'		GENESEE		CO		FLUSHING		TWP T 08 R 55 SEC. 27	



FLUSHING TOWNSHIP  
6524 N SEYMOUR RD  
FLUSHING MI 48433-1092

Amount Due: **\$100.00**  
Please pay by: **August 30, 2022**

Invoice Number	9323357046
PO Number	
PO Date	
Bill Date	08/16/22

Account: **3000 1990 8247**

4335 N SEYMOUR RD FLUSHING - STREETLIGHTING - NOTIFICATION NUMBER (s): - - - - - 1062457713 -

### NONENERGY INVOICE

DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT
Electric Streetlights-CIAC	1.0 EA	\$100.00	\$100.00

**TOTAL DUE: \$100.00**

**See Page 2 for Payment Options.**  
Consumers Energy is regulated by the Michigan Public Service Commission, Lansing, Michigan

INVOICE QUESTIONS - Contact: **GABRIEL POLETTI -810-760-3485 -**

Fold, detach and mail this stub with your check made payable to Consumers Energy. Please write your account number on your check.



CONSUMERS ENERGY  
CEM Support Ctr - Lansing RM 122  
PO Box 30162  
Lansing, MI 48909-7662

PREPAYMENT REQUEST

Account: **3000 1990 8247**

Amount Due: **\$100.00**  
Please pay by: **August 30, 2022**  
Enclosed:

6 330032619530 000000100008 0000 2056 5 300019908247 H



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**Ways to pay your nonenergy bill:**



**Same-day payment**  
ConsumersEnergy.com  
Discover® MasterCard®  
Visa® or eCheck



**Same-day payment**  
866-329-9593  
Discover® MasterCard®  
Visa® or eCheck



**By mail**  
Check, money order  
Consumers Energy  
Payment Center  
P.O. Box 740309  
Cincinnati, OH 45274-0309



**In person**  
Cash, check, card  
or money order  
Valid only at authorized payment location  
Fees may apply

**GO-READY Checklist**  
**Natural Gas & Electric Request**



Thank you for contacting Consumers Energy for your energy needs. This form is required to schedule your service installation, retirement, or alteration. Consumers Energy will contact you one to two days before our scheduled arrival. If it is deemed that any of the requirements are not met upon our arrival, Consumers Energy reserves the right to reschedule your job.

Please return completed Checklist either (1) by E-mail: [poboxceservicerequest@cmsenergy.com](mailto:poboxceservicerequest@cmsenergy.com) (preferred) or (2) by Fax: 517-374-2424.

*If neither option is available, you can mail a completed application to Consumers Energy Service Request, PO Box 30162, Lansing MI 48909-7662.*

Notification #: 1062457713

Service Address: 4335 N SEYMOUR RD, FLUSHING

**Please check all requirements on the checklist below before returning this document. Providing accurate information upon completion when submitting your form helps assure construction execution upon crew arrival.**

- |  | <u>YES</u>               | <u>N/A</u>               |
|--|--------------------------|--------------------------|
| 1. Has your payment been submitted to Consumers Energy?  | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Has your gas meter location been clearly marked, and/or your electric meter socket properly installed at the agreed upon location (service installation or alteration)? | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Has your electric meter been inspected and approved by the local city/township inspector?   | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Is the site at rough grade?   | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. Is a 12' wide path clear of debris and construction equipment?  | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. Site Ready Photo (subdivision services only). Include photo with Checklist.   | <input type="checkbox"/> | <input type="checkbox"/> |

**Making Consumers Energy aware of any customer-owned, underground facilities present, by clearly identifying and indicating the facility location reduces the risk of damages. Locate or expose any privately owned underground facilities or buried obstructions including, but not limited to:**

	<u>YES</u>	<u>N/A</u>		<u>YES</u>	<u>N/A</u>
Septic tank (Existing or future)	<input type="checkbox"/>	<input type="checkbox"/>	Underground yard lighting	<input type="checkbox"/>	<input type="checkbox"/>
Drain field (Existing or future)	<input type="checkbox"/>	<input type="checkbox"/>	Sprinkler systems	<input type="checkbox"/>	<input type="checkbox"/>
Well (Existing or future)	<input type="checkbox"/>	<input type="checkbox"/>	Electronic dog fences	<input type="checkbox"/>	<input type="checkbox"/>

Other: \_\_\_\_\_

These facilities must be marked with stakes, spray paint, or flags. Consumers Energy and/or its agents will not be held responsible for damage that occurs to customer-owned underground facilities that are not properly located and marked before service installation.

After services are installed, excavation will be backfilled. Final restoration is your responsibility.

Thank you for your partnership!

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**BUILDING**

Permit #	Applicant	Job Address	Fee Total	Const. Value
PB21-0147	BERRY CUSTOM HOMES LLC	10127 WILLOWBROOK DR	\$1,934.15	\$350,000
PB21-0191	JERRYS MANUFACTURED HO	7329 114TH ST	\$185.00	\$10,000
PB21-0228	OMAR RAZZAK	7460 RIVER RD	\$410.00	\$48,000
PB21-0230	GRAND BLANC CONCRETE C	239 SCHIRRA	\$150.00	\$2,500
PB21-0235	GRAND BLANC CONCRETE C	204 BORMAN	\$150.00	\$2,500
PB21-0237	GRAND BLANC CONCRETE C	198 MCAULIFFE	\$150.00	\$2,500
PB21-0238	GRAND BLANC CONCRETE C	199 MCAULIFFE	\$150.00	\$2,500
PB21-0259	SIGNATURE HOMEWORKS IN	9445 PINE NEEDLE TRL	\$1,085.75	\$185,000
PB22-0035	BACKYARD CREATIONS	9043 ASPEN LN	\$305.00	\$90,000
PB22-0045	C&L WARD BROTHERS	9223 W COLDWATER RD	\$170.00	\$6,759
PB22-0088	BUCK & BOSSMAN	5221 N SEYMOUR RD	\$727.20	\$114,900
PB22-0096	JERRYS MANUFACTURED HO	7305 100TH ST	\$205.00	\$10,000
PB22-0098	JERRYS MANUFACTURED HO	7317 100TH ST	\$205.00	\$10,000
PB22-0129	CLIMAX SOLAR	9405 SPRUCEDALE DR	\$270.00	\$26,489
PB22-0130	STEPHEN J MORSE CONSTRUC	3213 DILLON RD	\$285.00	\$30,000
PB22-0133	BLADE CONSTRUCTION	7242 GILLETTE RD	\$170.00	\$6,500

**Total Permits For Type: 16**  
**Total Fees For Type: \$6,552.10**  
**Total Const. Value For Type: \$897,648**

**ELECTRICAL**

Permit #	Applicant	Job Address	Fee Total	Const. Value
PE21-0164	PINNACLE ELECTRIC, INC	10127 WILLOWBROOK DR	\$390.00	\$0
PE21-0213	AYN CONSTRUCTION & ELEC	7460 RIVER RD	\$136.00	\$0
PE22-0067	RNZ ELECTRIC	9043 ASPEN LN	\$290.00	\$0
PE22-0073	GUNNELS ELECTRIC INC	5331 EVERGREEN	\$136.00	\$0
PE22-0090	STEELES ELECTRIC	9445 PINE NEEDLE TRL	\$498.00	\$0
PE22-0109	EICHORN, ANDREW	5198 DILLON RD	\$130.00	\$0
PE22-0123	LJ ELECTRIC	4474 CEDARDALE LN	\$175.00	\$0
PE22-0125	CHAPPLE ELECTRIC	7317 100TH ST	\$175.00	\$0
PE22-0126	CHAPPLE ELECTRIC	7305 100TH ST	\$175.00	\$0
PE22-0131	CAPITOL SUPPLY & SERVICE	118 GLENN	\$100.00	\$0
PE22-0132	CAPITOL SUPPLY & SERVICE	119 GLENN	\$100.00	\$0
PE22-0133	CAPITOL SUPPLY & SERVICE	122 GLENN	\$100.00	\$0
PE22-0134	CAPITOL SUPPLY & SERVICE	117 GLENN	\$100.00	\$0

**Total Permits For Type: 13**  
**Total Fees For Type: \$2,505.00**  
**Total Const. Value For Type: \$0**



# MECHANICAL

Permit #	Applicant	Job Address	Fee Total	Const. Value
PM21-0017	JERRYS MANUFACTURED HO	7278 107TH ST	\$165.00	\$0
PM21-0185	FRALICK & SONS INC	7460 RIVER RD	\$330.00	\$0
PM22-0065	MOORE MECHANICAL PIPING	8360 W MT MORRIS RD	\$135.00	\$0
PM22-0073	BURNS HEATING	9445 PINE NEEDLE TRL	\$320.00	\$0
PM22-0112	JERRYS MANUFACTURED HO	7275 109TH ST	\$250.00	\$0
PM22-0136	KONIECZKA HEATING & COO	8391 N SEYMOUR RD	\$135.00	\$0
PM22-0138	A.G. GAS SERVICE	8211 FOUNTAIN VIEW CT	\$150.00	\$0
PM22-0139	D-R SET UP INC	117 GLENN	\$120.00	\$0
PM22-0140	D-R SET UP INC	118 GLENN	\$120.00	\$0
PM22-0141	D-R SET UP INC	122 GLENN	\$120.00	\$0
PM22-0142	D-R SET UP INC	119 GLENN	\$120.00	\$0

**Total Permits For Type: 11**

**Total Fees For Type: \$1,965.00**

**Total Const. Value For Type: \$0**

# PLUMBING

Permit #	Applicant	Job Address	Fee Total	Const. Value
PP21-0012	JERRYS MANUFACTURED HO	7278 107TH ST	\$180.00	\$0
PP22-0020	QUALITY PLUMBING	5331 EVERGREEN	\$170.00	\$0
PP22-0023	QUALITY PLUMBING	9445 PINE NEEDLE TRL	\$310.00	\$0
PP22-0054	JERRYS MANUFACTURED HO	7279 109TH ST	\$130.00	\$0
PP22-0062	D-R SET UP INC	117 GLENN	\$135.00	\$0
PP22-0063	D-R SET UP INC	118 GLENN	\$135.00	\$0
PP22-0064	D-R SET UP INC	119 GLENN	\$135.00	\$0
PP22-0065	D-R SET UP INC	122 GLENN	\$135.00	\$0

**Total Permits For Type: 8**

**Total Fees For Type: \$1,330.00**

**Total Const. Value For Type: \$0**

## Report Summary

Population: All Records  
Permit.PermitType Not =  
ZONING AND  
Permit.DateFinaled Between  
10/1/2022 12:00:00 AM AND  
10/31/2022 11:59:59 PM

**Grand Total Fees: \$12,352.10**

**Grand Total Permits: 48**

**Grand Total Const. Value: \$897,648**



# Enforcement List

Enforcement Number	Address/ Parcel Number	Category	Date Filed	Status	Next Action
EN22-0096	7306 RIVER RD 08-36-577-002	RUBBISH	10/03/2022	OPEN - COMPLAINT	FOLLOW-UP
EN22-0098	8502 SPY-DEL DR 08-23-552-018	GRASS/LAWN	10/17/2022	CLOSED-UNFOUNDED	
EN22-0099	5413 CHICKASAW TRL 08-22-577-022	PROPERTY MAINT.	10/17/2022	OPEN - COMPLAINT	FOLLOW-UP
EN22-0100	9173 NAVAJO TRL 08-22-577-071	STORAGE IN FRONT	10/24/2022	CLOSED - ABATED	FOLLOW-UP
EN22-0101	9173 NAVAJO TRL 08-22-577-071	SHED IN SETBACK	10/24/2022	OPEN - COMPLAINT	FOLLOW-UP
EN22-0102	9173 NAVAJO TRL 08-22-577-071	STORAGE IN FRONT	10/24/2022	OPEN - COMPLAINT	FOLLOW-UP

**Records: 6**

Population: All Records

Enforcement.DateFiled Between 10/1/2022 12:00:00 AM AND  
10/31/2022 11:59:59 PM





# CHARTER TOWNSHIP OF FLUSHING

6524 North Seymour Road  
Flushing, Michigan 48433  
(810) 659-0800 Fax (810) 659-4212  
[www.flushingtowship.com](http://www.flushingtowship.com)

Supervisor – Frederick R. Thorsby  
Clerk – Wendy Meinburg  
Treasurer – Terry Peck

**Trustees**  
William Bain  
Linda Minarik  
William Westenbarger  
Sharilynn K. Willette

## Fire Report Oct 2022

Fire Runs (Oct)	10
Structure Fire	0
Grass Fire	0
PI Accidents	1
Natural Gas Leak	0
Down Wires	3
Electrical Fire	0
Fire Alarms	0
Smoke Investigation	0
Open Burns	3
CO Alarm	2
Odor Investigation	0
Lift Assist	0
Assist EMS	0
Assist to Police	1
Good Intent Call	0

No property or contents loss.. Average response time was 10 min

**As Reported by Chief James Michael**

Frederick Thorsby  
Supervisor





# CHARTER TOWNSHIP OF FLUSHING POLICE DEPARTMENT

Chief of Police – Dennie VanAlstine

6524 N. Seymour Road. Flushing, MI 48433  
 Phone: (810) 659-0809 Fax: (810) 605-0218

## OCTOBER 2022 Police Department Statistics

2022					
<u>Activity / Date</u>	<u>OCT</u>	<u>Activity / Date</u>	<u>OCT</u>		
Calls for Service	210	OWI/OUID	0		
Total Complaints Taken	103				
Suspicious Situations	5				
Family Trouble	12				
Felony Arrests	1				
Misd. Arrests	4				
Juv.Felony Arrest	0				
Juv.Misd.Arrest	0				
Business Checks.	548	<u>VEHICLE</u>	<u>MILEAGE</u>	<u>USED</u>	
Vacation Checks	23	Patrol Car 27-1	2021	41586	2476
Subdivision Checks	783	Patrol Car 27-2	2017	15769	1558
Traffic Stops	53	Patrol Car 27-3	2018	51288	863
Traffic Citations	38	Patrol Car 27-4	2017	13003	1530
Traffic Warnings	52	Patrol Car 27-5	2020	74323	2459
Medicals	0	Patrol Car 27-6	2022	1556	1556
Alarms	9	Det's Car	2013	142665	1396
Reports Completed	107	Chief's Car	2019	58130	502

- 0 – Aggravated/Felonious Assault - Family – (0) Non-Family (0)
- 5 - Assault and Battery/Simple Assault
- 1 – Damage to Property
- 0– Fleeing or Eluding
- 1 - Intimidation/Threats
- 1 – Telephone Used for Harassment, Threats
- 2 – Larceny – (1) Personal Property from Yards – From Vehicle (0) – Other (1)
- 1 – Fraud – Identity Theft (0) – Other (1)
- 10 – Miscellaneous/Non-Criminal
- 0 – Failure to Appear
- 0 – Concealed Weapons
- 1 – Weapons Offense
- 1 – Miscellaneous Arrest
- 0 – Motor Vehicle Accident – Failed to Stop and Identify (0)
- 0 – Traffic – No Operators License
- 2 – Traffic – No Proof of Insurance
- 1 – Traffic – Driving on Susp/Revoked/Refused License
- 0 – Traffic – Registration Law Violation
- 1 – Traffic – Failed to Stop for a School Bus
- 0 – Traffic – Non-Criminal, Accidents
- 0 – Non-Traffic Accident
- 1 – Natural Death
- 11 – Assists – Fire Department(0) – Other Police Department(7) – EMS (4)



# CHARTER TOWNSHIP OF FLUSHING FINANCIAL REPORT FOR OCT 2022

## GENERAL FUND FOR OCT 2022

**CHECKS IN TRANSIT:**

TOTAL	-48,803.58	PREVIOUS BALANCE	\$ 3,550,217.63
		INTEREST	\$432.62
<b>ACH IN TRANSIT:</b>		GF REGISTER CHECKS:	(\$78,403.35)
Colonial Life	(422.94)	PAYROLL CHECKS	(\$62,712.60)
Mers DC- Team	(120.96)	BLDG RECEIPTS:	\$16,906.55
		RECEIPTS	\$21,107.66
		SSR	\$220,706.00
		MERS DC - TEAM	(\$120.96)
		EFTPS- IRS	(\$19,671.22)
		JOHN HANCOCK	(\$2,336.77)
		MERS MANDATORY %	(\$28,260.59)
		GOVMI - X-FER	(\$500,000.00)
	\$ (543.90)	MERS DC	(\$3,938.93)
		SOM - LIQ CONTROL/TRAINING	\$768.84
<b>DEPOSITS IN TRANSIT:</b>		SOM - SITW	(\$3,389.07)
BLDG		HEALTH CARE SAVINGS	(\$991.26)
		AFLAC	(\$422.94)
	0.00	ACH BILLS PAID:	(\$170,602.08)
			<b>\$ 2,939,289.53</b>

BANK CHECKING BALANCE	\$2,988,637.01
ACH IN TRANSIT	(\$543.90)
PAYABLES IN TRANSIT	
CHECKS TRANSIT	(\$48,803.58)

**CASH IN BANK**

101	GENERAL/PARK/DENTAL/VISION	\$809,220.72
207	POLICE FUND	\$665,412.16
249	BUILDING/ORD FUND	\$166,264.24
226	TRASH FUND	\$429,965.11
212	DRUG ENF FUND	\$3,188.21
274	CDBG	(\$1,447.26)
301	ARPA	\$642,918.46
401	BOND	\$223,767.89
	<b>TOTAL</b>	<b>\$2,939,289.53</b>

**PURCHASE DATE:**

5/16/2022	SECURITY CU	5/16/2023	0.25%	\$250,000.00
2/23/2022	WILDFIRE	2/23/2024	0.80%	\$250,000.00
12/29/2021	LAKE MI CU	12/29/2022	0.55%	\$250,000.00
10/18/2022	GOVMIC TERM	10/18/2023	4.52%	\$1,000,000.00
	GF CHK/SAV GRAND TOTAL		1.53%	\$1,750,000.00

**WATER FUND FOR OCT 2022**

<u>CHECK</u>	<u>DATE</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
3111	10/12/2022	CITY OF FLUSHING	DELD S/W	\$392.77
3112	10/12/2022	Genesee County Drain	Refund	222185.27
16336	10/5/2022	GCDC	Maintenance	2,884.47
				<u>2,884.47</u>
				\$222,578.04

PREVIOUS MONTH ENDING BALANCE	\$ 3,004,124.50
INTEREST	
RECEIPTS	\$447,477.39
WATER BILL X-FER TO BLDG PERMIT	(\$150.00)
CREDIT CARD PAYMENTS RECEIVED	\$38,146.35
GOVMIC - X-FER	(\$500,000.00)
REGISTER CHECKS	(\$222,578.04)
ACH BILLS PAID:	(\$2,884.47)
BANK CHECKING BALANCE	\$2,764,135.73
DEPOSIT ERROR	
CHECKS TRANSIT	
	<u>\$ 2,764,135.73</u>

**\$2,764,135.73**

**WATER FUND INVESTMENT SCHEDULE**

PURCHASE DATE      RENEWAL DATE

FRANKENMUTH CU	11/25/2021	11/25/2022	0.28%	\$250,000.00
MICHIGAN UNITED CU	11/17/2021	11/17/2022	0.45%	\$250,000.00
MSU	12/3/2021	12/3/2022	0.60%	\$250,000.00
ELGA	1/3/2021	1/4/2023	0.75%	\$250,000.00
DORT FEDERAL	5/6/2022	5/6/2023	0.60%	\$250,000.00
GOVMIC	10/18/2022	10/18/2022	4.52%	\$1,000,000.00
				<b>\$2,250,000.00</b>

**CD'S TOTAL**

1.20%

**\$2,250,000.00**

**TAX ACCOUNT FUND FOR OCT 2022**

<u>DATE</u>	<u>CHECK</u>	<u>PAYEE</u>	<u>AMOUNT</u>
10/12/2022			
10/12/2022	7068	FLUSHING COMMUNITY SCHOOLS	35,203.79
10/12/2022	7069	FLUSHING TOWNSHIP - GENERAL FUND	1,237.40
10/12/2022	7070	FLUSHING TOWNSHIP- WATER	1,323.76
10/12/2022	7071	GENESEE CTY TREASURER	68,270.77
10/12/2022	7072	GENESEE INTERMEDIATE SCHOOL	21,617.66
	7073	HEATHER ZOFKO-WILES	1,801.21
			129,454.59
		PREVIOUS MONTH ENDING BALANCE	\$ 49,730.27
		CREDIT CARD PAYMENTS RECEIVED	
		RECEIPTS	\$104,127.07
		NSF FEE	
		ACH- CREDIT CARD PAYMENTS	6,232.56
		BANK ENCODE ERROR	
		CHECKS	(\$129,454.59)
			\$ 30,635.31
		BANK CHECKING BALANCE	\$30,753.94
		DEPOSIT IN TRANSIT	
		BANK ENCODE ERROR	
		CHECKS TRANSIT	(\$118.63)
			\$30,635.31





Journal Number GL Number	Date Description	JNL	Description	User	DR	CR
16335 POSTED BY KARLA	10/05/2022	ACH	VERIZON- CELL PHONE	KARLA		
207-000-001.100	CASH 2					117.44
207-000-850.000	TELEPHONE EXPENSE			117.44		
101-000-001.100	CASH 2					84.92
101-257-850.000	TELEPHONE EXPENSE			42.46		
208-000-001.100	CASH 2					42.46
208-000-955.001	MISCELLANEOUS EXPENSE			42.46		
101-171-850.000	TELEPHONE EXPENSE			42.46		
249-000-001.100	CASH 2					30.02
249-000-850.000	TELEPHONE EXPENSE			30.02		
				274.84		274.84
16337 POSTED BY KARLA	10/05/2022	ACH	ENERGY REDUCTION COALITION	KARLA		
101-265-921.000	UTILITIES			162.15		
101-000-001.100	CASH 2					162.15
				162.15		162.15
16338 POSTED BY KARLA	10/05/2022	ACH	NYE UNIFORM	KARLA		
207-000-001.100	CASH 2					172.37
207-000-767.000	UNIFORMS			172.37		
				172.37		172.37
16339 POSTED BY KARLA	10/05/2022	ACH	WATER - PARK	KARLA		
208-000-001.100	CASH 2					125.70
208-000-921.000	UTILITIES			125.70		
				125.70		125.70
16340 POSTED BY KARLA	10/05/2022	ACH	MERS - COMMAND FLAT RATE	KARLA		
207-000-001.100	CASH 2					5,562.00
207-000-717.001	PENSION EXPENSE FLAT			5,562.00		
				5,562.00		5,562.00
16352 POSTED BY KARLA	10/06/2022	ACH	PRO COMM INC	KARLA		
207-000-001.100	CASH 2					10.55
207-000-767.000	UNIFORMS			10.55		
				10.55		10.55
16353 POSTED BY KARLA	10/06/2022	ACH	VIEW NEWSPAPER- PUBLICATION	KARLA		
101-000-001.100	CASH 2					179.80
101-101-900.000	PRINTING & PUBLISHING			179.80		
				179.80		179.80
16354 POSTED BY KARLA	10/06/2022	ACH	SUSKI CHEVY- LEASE	KARLA		
207-000-001.100	CASH 2					250.00
207-000-983.000	CAR RENTAL			250.00		
				250.00		250.00
16355 POSTED BY KARLA	10/06/2022	ACH	TRI CITY	KARLA		
207-000-001.100	CASH 2					100.00
207-000-948.001	COMPUTER MAINTENANCE AGREEMENT			100.00		
101-000-001.100	CASH 2					50.00
101-101-948.001	COMPUTER MANAGEMENT AGR			50.00		
301-000-001.100	CASH 2					939.99
301-000-948.002	COMPUTER MAINTENANCE			939.99		
				1,089.99		1,089.99
16360 POSTED BY KARLA	10/12/2022	ACH	EMTERRA - TRASH SERVICES	KARLA		
226-000-001.100	CASH 2					46,499.16
226-000-801.000	CONTRACTUAL SERVICES			42,398.68		

Journal Number GL Number	Date Description	JNL	Description	User	DR	CR
226-000-802.001	MISCELLANEOUS EXPENSE				166.34	
226-000-759.000	GASOLINE EXPENSE				3,934.14	
					<hr/> 46,499.16	46,499.16
16361	10/12/2022	ACH	MUNICIPAL WEB SERVICE - COMPUTER	KARLA		
POSTED BY KARLA						
101-000-001.100	CASH 2					165.00
101-443-962.000	PEG SERVICES				165.00	
301-000-001.100	CASH 2					276.00
301-000-801.000	CONTRACTUAL SERVICES				276.00	
					<hr/> 441.00	441.00
16362	10/12/2022	ACH	CONSUMERS- LIGHTS AT LARGE	KARLA		
POSTED BY KARLA						
101-000-001.100	CASH 2					352.54
101-443-926.000	LIGHTS AT LARGE				22.81	
101-443-926.000	LIGHTS AT LARGE				329.73	
					<hr/> 352.54	352.54
16363	10/12/2022	ACH	CONSUMERS - ELECTRIC BILL	KARLA		
POSTED BY KARLA						
207-000-001.100	CASH 2					159.45
207-000-921.000	UTILITIES				159.45	
101-000-001.100	CASH 2					1,003.99
101-265-921.000	UTILITIES				1,003.99	
208-000-001.100	CASH 2					202.06
208-000-921.000	UTILITIES				202.06	
					<hr/> 1,365.50	1,365.50
16387	10/13/2022	ACH	COMAST - INTERNET	KARLA		
POSTED BY KARLA						
207-000-001.100	CASH 2					267.82
207-000-852.000	INTERNET SERVICES				267.82	
					<hr/> 267.82	267.82
16388	10/17/2022	ACH	TRI CITY COMPUTER SERVICES	KARLA		
POSTED BY KARLA						
101-000-001.100	CASH 2					50.00
101-191-948.004	COMPUTER MAINTENANCE				50.00	
					<hr/> 50.00	50.00
16389	10/17/2022	ACH	MATTIS-VEHICLE WASH	KARLA		
POSTED BY KARLA						
207-000-001.100	CASH 2					230.00
207-000-932.000	CAR REPAIR MAINTENANCE				230.00	
					<hr/> 230.00	230.00
16390	10/17/2022	ACH	YEO & YEO	KARLA		
POSTED BY KARLA						
101-000-001.100	CASH 2					1,000.00
101-191-802.000	AUDIT EXPENSE				1,000.00	
					<hr/> 1,000.00	1,000.00
16392	10/18/2022	ACH	HARTFORD INS	KARLA		
POSTED BY KARLA						
207-000-726.000	LIFE INSURANCE				161.20	
207-000-718.002	DISABILITY INSURANCE				685.26	
207-000-001.100	CASH 2					846.46
101-191-726.000	LIFE INSURANCE				12.40	
101-257-726.000	LIFE INSURANCE				12.40	
101-219-726.000	LIFE INSURANCE				12.40	
101-253-726.001	LIFE INSURANCE-CLERICAL				12.40	
101-191-718.001	DISABILITY INSURANCE				63.37	
101-257-718.001	DISABILITY INSURANCE				65.91	
101-253-718.002	DISABILITY INSURANCE				47.71	
101-219-718.001	DISABILITY INSURANCE				43.97	
101-000-001.100	CASH 2					270.56
					<hr/> 1,117.02	1,117.02

Journal Number GL Number	Date Description	JNL	Description	User	DR	CR
16393 POSTED BY KARLA	10/18/2022	ACH	BCN- HEALTH INSURANCE	KARLA		
207-000-001.100	CASH 2					9,359.58
207-000-718.003	HEALTH INSURANCE			5,784.50		
101-191-718.003	HEALTH INSURANCE			1,782.64		
101-257-718.003	HEALTH INSURANCE			1,821.77		
101-253-718.003	HEALTH INSURANCE			837.88		
101-000-001.100	CASH 2					4,442.29
207-000-718.005	HEALTH INSURANCE-RETIREMENT BENEFIT			3,567.58		
207-000-718.003	HEALTH INSURANCE			7.50		
				13,801.87		13,801.87
16394 POSTED BY KARLA	10/18/2022	ACH	BALBOA- PHONE LEASE	KARLA		
207-000-001.100	CASH 2					136.00
207-000-853.002	TELEPHONE LEASE			136.00		
101-000-001.100	CASH 2					204.00
101-265-853.002	TELEPHONE LEASE			204.00		
				340.00		340.00
16395 POSTED BY KARLA	10/18/2022	ACH	BALBOA- PHONE LEASE	KARLA		
101-000-001.100	CASH 2					38.09
101-265-850.000	TELEPHONE EXPENSE			38.09		
				38.09		38.09
16396 POSTED BY KARLA	10/18/2022	ACH	COMCAST - INTERNET/PHONE	KARLA		
101-000-001.100	CASH 2					437.89
101-265-850.000	TELEPHONE EXPENSE			292.99		
101-265-852.000	INTERNET			144.90		
				437.89		437.89
16397 POSTED BY KARLA	10/18/2022	ACH	GENESEE COUNTY ROAD COMM	KARLA		
101-000-001.100	CASH 2					93,714.25
101-443-988.000	ROAD IMPROVEMENTS			93,714.25		
				93,714.25		93,714.25
16398 POSTED BY KARLA	10/18/2022	ACH	FLUSHING COMM SCH - GAS	KARLA		
207-000-001.100	CASH 2					2,569.69
207-000-759.000	GASOLINE EXPENSE			2,569.69		
101-000-001.100	CASH 2					332.40
101-443-812.000	SENIOR CITIZENS/VAN EXPENSE			268.82		
101-443-932.000	GAS/OIL/ AUTO MAINTENANCE EXPENSE			63.58		
208-000-001.100	CASH 2					63.58
208-000-759.000	GASOLINE EXPENSE			63.58		
249-000-001.100	CASH 2					35.11
249-000-759.000	GASOLINE EXPENSE			35.11		
				3,000.78		3,000.78
16409 POSTED BY KARLA	10/18/2022	ACH	FIRST NATIONAL BANK OF OMAHA	KARLA		
207-000-001.100	CASH 2					173.83
207-000-752.000	OFFICE SUPPLIES & POSTAGE			173.83		
208-000-001.100	CASH 2					246.37
208-000-802.001	MAINTENANCE SUPPLIES			246.37		
101-000-001.100	CASH 2					1,312.77
101-218-911.000	TRAINING & CONVENTION			450.00		
101-257-911.000	TRAINING & CONVENTION			310.98		
101-101-911.000	TRAINING & CONVENTION			97.51		
101-265-752.000	OFFICE SUPPLIES & POSTAGE			337.29		
101-265-752.001	OPERATING SUPPLIES			116.99		
				1,732.97		1,732.97
16441 POSTED BY KARLA	10/18/2022	ACH	TO REVERSE MANUAL JOURNAL ENTRY: 16397	KARLA		
101-000-001.100	CASH 2					93,714.25
101-443-988.000	ROAD IMPROVEMENTS			93,714.25		

Journal Number GL Number	Date Description	JNL	Description	User	DR	CR
					93,714.25	93,714.25
16442 POSTED BY KARLA 101-000-001.100 101-443-988.000	10/18/2022 CASH 2 ROAD IMPROVEMENTS	ACH	GENESEE COUNTY ROAD COMM	KARLA		93,714.25
					93,714.25	
					<hr/>	<hr/>
					93,714.25	93,714.25
16413 POSTED BY KARLA 207-000-001.100 207-000-767.000	10/25/2022 CASH 2 UNIFORMS	ACH	NYE UNIFORM	KARLA		332.38
					332.38	
					<hr/>	<hr/>
					332.38	332.38
16414 POSTED BY KARLA 101-000-001.100 101-253-830.000	10/25/2022 CASH 2 TAX ROLL EXPENSE	ACH	KCI - WINTER TAX POSTAGE	KARLA		900.00
					900.00	
					<hr/>	<hr/>
					900.00	900.00
16415 POSTED BY KARLA 101-000-001.100 101-101-900.000	10/25/2022 CASH 2 PRINTING & PUBLISHING	ACH	ADS PLUS PRINTING - LEAF PICKUP	KARLA		350.96
					350.96	
					<hr/>	<hr/>
					350.96	350.96
16416 POSTED BY KARLA 207-000-001.100 207-000-948.001 101-000-001.100 101-262-948.004 101-101-948.001	10/25/2022 CASH 2 COMPUTER MAINTENANCE AGREEMENT CASH 2 COMPUTER MAINTENANCE COMPUTER MANAGEMENT AGR	ACH	TRICITY COMPUTER SERVICES	KARLA		200.00
					200.00	523.85
					225.00	
					298.85	
					<hr/>	<hr/>
					723.85	723.85
16417 POSTED BY KARLA 101-000-001.100 101-265-754.000	10/27/2022 CASH 2 MAINTENANCE SUPPLIES	ACH	FLINT CLEANING SUPPLIES	KARLA		79.13
					79.13	
					<hr/>	<hr/>
					79.13	79.13
16418 POSTED BY KARLA 101-000-001.100 101-265-930.000	10/27/2022 CASH 2 BLDG MAINTENANCE	ACH	GOYETTE MECHANICAL - BLDG MAINT	KARLA		156.19
					156.19	
					<hr/>	<hr/>
					156.19	156.19
					<hr/>	<hr/>
					362,187.30	362,187.30
					<hr/>	<hr/>
					362,187.30	362,187.30

Total: 362,187.30 362,187.30

11/10/2022 09:32 AM

Check Register Report For Charter Township Of Flushing  
For Check Dates 10/01/2022 to 10/31/2022

Check Date	Bank	Check Number	Name	Check Gross
10/26/2022	GEN 2	EFT1494	COLONIAL LIFE	422.94
10/26/2022	GEN 2	EFT1495	JON HANCOCK	1,209.53
10/26/2022	GEN 2	EFT1496	HEALTH CARE SAVINGS	991.26
10/26/2022	GEN 2	EFT1497	FEDERAL TAX DEPOSIT	9,947.96
10/26/2022	GEN 2	EFT1498	MICHIGAN DEPT OF TREASURY	3,389.07
10/26/2022	GEN 2	EFT1499	MERS DC TEAMSTER	120.96
10/26/2022	GEN 2	EFT1500	MERS DC PAYMENT	3,938.93
10/12/2022	GEN 2	EFT1492	JON HANCOCK	1,127.24
10/12/2022	GEN 2	EFT1493	FEDERAL TAX DEPOSIT	9,723.26
10/05/2022	GEN 2	EFT1491	MUNICIPAL EMPLOYEES RETIREMENT SYSTEM	22,698.59

Totals: Number of Checks: 010 53,569.74

Total Physical Checks: 10

Total Check Stubs:

11/10/2022 09:33 AM

Check Register Report For Charter Township Of Flushing  
For Check Dates 10/01/2022 to 10/31/2022

Check Date	Bank	Check Number	Name	Check Gross
10/12/2022	GEN 2	340066	TEAMSTERS LOCAL 214	255.00
10/12/2022	GEN 2	340067	POLICE OFFICERS LABOR COUNCIL	452.25

Totals: Number of Checks: 002 707.25

Total Physical Checks: 2

Total Check Stubs:

**DIRECT DEPOSIT  
OCT**

Totals: 89,150.50 62,005.35

Total Physical Checks:



CHECK DISBURSEMENT REPORT FOR FLUSHING TOWNSHIP  
 CHECK NUMBER 340058 - 340141

Check Date	Bank	Check #	Payee	Description	GL #	Amount
09/29/2022	GEN	340058	TREETOPS RESORT	CONFERENCE	101-257-911.000	222.90
10/06/2022	GEN	340059	AUSTIN & REID DDS PLLC	DENTAL SERVICES	677-000-801.000	499.00
10/06/2022	GEN	340060	FIFER INVESTIGATIONS LLC	POLICE CHIEF 11 BACKGROUND INV	301-000-801.000	1,200.00
10/06/2022	GEN	340061	FLINT AREA NARCOTICS GROUP	FANG DUES OCT22-OCT23	101-000-123.000	5,667.22
		340061		FANG DUES OCT22-OCT23	101-101-915.000	5,667.22
						<u>11,334.44</u>
10/06/2022	GEN	340062	HIGHPOINT COMM BANK	SPECIAL ASSESSMENT BOND INT PAYMENT	401-000-992.000	5,417.05
10/06/2022	GEN	340063	JERROD LOCASCIO	ELECTRICAL INSPECTIONS	249-000-801.000	660.00
10/06/2022	GEN	340064	NANCY CHIOTTI	HALL DEPOSIT REFUND - CHIOTTI	101-000-202.003	100.00
10/06/2022	GEN	340065	ROSE PEST SOLUTIONS	MOSQUITO CONTROL PTD 176524.00 FINAL	301-000-801.000	17,652.40
10/12/2022	GEN	340068	CAPITAL TIRE INC	POLICE TIRES	207-000-932.000	1,362.06
10/12/2022	GEN	340069	DR DAVID SLEZAK DDS	DENTAL SERVICES	677-000-801.000	257.00
10/12/2022	GEN	340070	GENESEE COUNTY CLERKS	BALLOT PROGRAMMING NOV 22	101-262-948.004	300.00
10/12/2022	GEN	340071	KIMBERLY GODDARD	CLEANING SERVICES	101-265-930.000	150.00
		340071		CLEANING SERVICES	101-267-930.000	50.00
		340071		CLEANING SERVICES	207-000-930.000	100.00
						<u>300.00</u>
10/12/2022	GEN	340072	MARK ST JOHN	COLDWATER EXT PRIVATE DR	101-000-045.000	75.00
10/12/2022	GEN	340073	MATPRINT	FLUSHING TWP MAT #2	301-000-752.001	695.00
10/12/2022	GEN	340074	RAPID GROUP, LLC	ON-SITE SHREDDING	101-262-752.000	175.00
10/13/2022	GEN	340075	FLUSHING AREA SENIOR CENTER	GDBG SENIOR CENTER REIMB EXPENSES	244-000-754.000	1,447.26
10/27/2022	GEN	340076	AUSTIN & REID DDS PLLC	DENTAL SERVICES	677-000-801.000	152.00
10/27/2022	GEN	340077	BEAR PACKAGING & SUPPLY, INC.	TRASH BAGS	301-000-752.001	1,257.00
10/27/2022	GEN	340078	DENNIS JUDSON	CONF MILEAGE	101-257-911.000	247.50
10/27/2022	GEN	340079	DR DAVID SLEZAK DDS	DENTAL SERVICE	677-000-801.000	140.00

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Check Date	Bank	Check #	Payee	Description	GL #	Amount
10/27/2022	GEN	340080	FLUSHING TOWNSHIP POLICE	OFFICE SUPPLIES	207-000-752.000	80.49
10/27/2022	GEN	340081	JAMES HOUGH	VISION EXENSE	678-000-801.000	199.95
10/27/2022	GEN	340082	KIMBERLY GODDARD	CLEANING SERVICES	101-265-930.000	150.00
		340082		CLEANING SERVICES	101-267-930.000	50.00
		340082		CLEANING SERVICES	207-000-930.000	100.00
						<u>300.00</u>
10/27/2022	GEN	340083	LOGAN MACWEBB	HALL DEPOSIT REFUND - MACWEBB	101-000-202.003	100.00
10/27/2022	GEN	340084	MCKONE LAW FIRM, PLLC	SEPT 22 LEGAL SERVICES	101-101-826.000	2,210.42
		340084		SEPT 22 LEGAL SERVICES	207-000-826.000	1,649.17
						<u>3,859.59</u>
10/27/2022	GEN	340085	PATRICK SCANLON	HALL DEPOSIT REFUND- SCANLON	101-000-202.003	100.00
10/27/2022	GEN	340086	SPECTRUM PRINTERS INC	VOTE TEST DECKS NOV 8 ELECTION	101-262-948.004	683.86
10/27/2022	GEN	340087	WEINSTEIN ELECTRIC CO	GENERATOR INSTALL - PARTIAL	301-000-801.000	29,537.50
10/27/2022	GEN	340088	WENDY WEINBURG	MISC MILEAGE REIMBURSEMENT	101-215-861.000	271.25
11/03/2022	GEN	340089	BLACKJACK ASPHALT & CONCRETE	REPAIR TWP PARKING LOT	301-000-801.000	11,800.00
11/03/2022	GEN	340090	CHRIS CZYZIO	DENTAL SERVICES - REIMBURSED	677-000-801.000	233.00
11/03/2022	GEN	340091	DR DAVID SLEZAK DDS	DENTAL SERVICES	677-000-801.000	325.00
11/03/2022	GEN	340092	FLUSHING AREA SENIOR CENTER	REIMBURSE CDBG GRANT EXPENSES	101-443-812.000	380.10
11/03/2022	GEN	340093	FREDERICK THORSBY	REIMBURSE MILEAGE MTA CONF	101-171-861.000	98.75
11/03/2022	GEN	340094	JAMES K CANTWIL DDS	DENTAL SERVICES	677-000-801.000	330.00
11/03/2022	GEN	340095	LAW ENFORCEMENT OFFICERS REG	FALL 22 LED ASSESSMENT TRAINING	207-000-915.000	488.96
11/03/2022	GEN	340096	MERLE E WEST II	PLUMBING & MECHANICAL INSPECTIONS	249-000-801.000	4,860.00
11/03/2022	GEN	340097	MICHIGAN MUNICIPAL TREAS ASSOC	MEMBERSHIP	101-253-915.000	99.00
11/03/2022	GEN	340098	THERESA LOOK	REFUND HALL DEPOSIT- LOOK	101-000-202.003	100.00
11/08/2022	GEN	340099	ALEXIS GOODMAN	GENERAL ELECTION WORKER	101-262-801.000	200.00
11/08/2022	GEN	340100	ANN VETEL	GENERAL ELECTION WORKER	101-262-801.000	175.00



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11/08/2022	GEN	340101	ASHLEI HAWLEY	GENERAL ELECTION WORKER	101-262-801.000	200.00
11/08/2022	GEN	340102	BARBARA RUSSELL	GENERAL ELECTION WORKER	101-262-801.000	175.00
11/08/2022	GEN	340103	BARD PETHERS	GENERAL ELECTION WORKER	101-262-801.000	175.00
11/08/2022	GEN	340104	BELINDA VAUGHN	GENERAL ELECTION- CHAIR	101-262-801.000	200.00
11/08/2022	GEN	340105	CAROL KNEESHAW	GENERAL ELECTION WORKER	101-262-801.000	200.00
11/08/2022	GEN	340106	CAROL PITTILLO	GENERAL ELECTION- CHAIR	101-262-801.000	200.00
11/08/2022	GEN	340107	CHRISTINE ANDREWS	GENERAL ELECTION WORKER	101-262-801.000	175.00
11/08/2022	GEN	340108	CHRISTINE YOUNG	GENERAL ELECTION WORKER	101-262-801.000	175.00
11/08/2022	GEN	340109	COLLEEN CAIN	ELECTION CLASS	101-262-801.000	25.00
11/08/2022	GEN	340110	COURTNEY SIAS	GENERAL ELECTION- CHAIR	101-262-801.000	200.00
11/08/2022	GEN	340111	CRAIG DAVIS	GENERAL ELECTION WORKER	101-262-801.000	175.00
11/08/2022	GEN	340112	DEANNA MAZAR	GENERAL ELECTION WORKER	101-262-801.000	175.00
11/08/2022	GEN	340113	GATLIN MEINBURG	GENERAL ELECTION WORKER	101-262-801.000	175.00
11/08/2022	GEN	340114	GEORGE MARZONIE	GENERAL ELECTION WORKER	101-262-801.000	175.00
11/08/2022	GEN	340115	GLORIA DAVIS	GENERAL ELECTION WORKER	101-262-801.000	175.00
11/08/2022	GEN	340116	JEAN FLADER	GENERAL ELECTION WORKER	101-262-801.000	175.00
11/08/2022	GEN	340117	JENNIFER DAVIDEK	GENERAL ELECTION- CHAIR	101-262-801.000	200.00
11/08/2022	GEN	340118	JOAN HENDERSON	GENERAL ELECTION WORKER	101-262-801.000	175.00
11/08/2022	GEN	340119	JULIE HARTMAN	GENERAL ELECTION WORKER	101-262-801.000	200.00
11/08/2022	GEN	340120	KAREN CZARNECKI	GENERAL ELECTION WORKER	101-262-801.000	175.00
11/08/2022	GEN	340121	KATHY VALASEK	ELECTION CLASS	101-262-801.000	25.00
11/08/2022	GEN	340122	MARGARET NORTHRUP	GENERAL ELECTION- CHAIR	101-262-801.000	200.00
11/08/2022	GEN	340123	MARY VOIGT	GENERAL ELECTION WORKER	101-262-801.000	175.00
11/08/2022	GEN	340124	MARYANNE BRADY	GENERAL ELECTION WORKER	101-262-801.000	175.00

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11/08/2022	GEN	340125	MIKE MAZAR	GENERAL ELECTION - CHAIR	101-262-801.000	200.00
11/08/2022	GEN	340126	MIKE STANTON	ELECTION CLASS	101-262-801.000	25.00
11/08/2022	GEN	340127	PAUL BOSAK	GENERAL ELECTION WORKER	101-262-801.000	175.00
11/08/2022	GEN	340128	SANDRA MURPHY	GENERAL ELECTION WORKER	101-262-801.000	175.00
11/08/2022	GEN	340129	SANDRA SNYDER	GENERAL ELECTION WORKER	101-262-801.000	175.00
11/08/2022	GEN	340130	SHERYL HENDERSON	GENERAL ELECTION WORKER	101-262-801.000	175.00
11/08/2022	GEN	340131	SUZANNE LAWRENCE	GENERAL ELECTION WORKER	101-262-801.000	175.00
11/08/2022	GEN	340132	TAMMY MAGIERA-DAVIS	GENERAL ELECTION - CHAIR	101-262-801.000	200.00
11/08/2022	GEN	340133	TERRY PATTILLO	GENERAL ELECTION WORKER	101-262-801.000	175.00
11/08/2022	GEN	340134	TODD SEIBT	GENERAL ELECTION WORKER	101-262-801.000	175.00
11/08/2022	GEN	340135	VINCE PATTILLO	GENERAL ELECTION WORKER	101-262-801.000	175.00
11/08/2022	GEN	340136	WENDY SZUKHENT	GENERAL ELECTION WORKER	101-262-801.000	200.00
11/08/2022	GEN	340137	WILLIAM VETTEL	GENERAL ELECTION WORKER	101-262-801.000	175.00
11/08/2022	GEN	340138	WILLIAM WESTENBARGER	GENERAL ELECTION WORKER	101-262-801.000	175.00
11/08/2022	GEN	340139	WILLOW KRAWCZYK	ELECTION CLASS	101-262-801.000	25.00
TOTAL - ALL FUNDS						104,216.06
TOTAL OF 80 CHECKS						
--- GL TOTALS ---						
101-000-045.000	A/R COLDWATER ROAD EXTENSION					75.00
101-000-123.000	PREPAID EXPENSES					5,667.22
101-000-202.003	HALL DEPOSITS PAYABLE					400.00
101-101-826.000	LEGAL FEES					2,210.42
101-101-915.000	MEMBERSHIP DUES					5,667.22
101-171-861.000	MILEAGE					98.75
101-215-861.000	MILEAGE					271.25
101-253-915.000	MEMBERSHIP DUES					99.00
101-257-911.000	TRAINING & CONVENTION					470.40
101-262-752.000	OFFICE SUPPLIES & POSTAGE					175.00
101-262-801.000	CONTRACTUAL SERVICES					6,875.00
101-262-948.004	COMPUTER MAINTENANCE					983.86
101-265-930.000	BUILDING MAINTENANCE					300.00
101-267-930.000	BUILDING MAINTENANCE					100.00

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101-443-812.000			SENIOR CITIZENS/VAN EXPENSE			380.10
207-000-752.000			OFFICE SUPPLIES & POSTAGE			80.49
207-000-826.000			LEGAL FEES			1,649.17
207-000-915.000			MEMBERSHIP DUES			488.96
207-000-930.000			BUILDING MAINTENANCE			200.00
207-000-932.000			AUTO MAINTENANCE EXPENSE			1,362.06
244-000-754.000			PROJECT COSTS-SENIOR CTR			1,447.26
249-000-801.000			CONTRACTUAL SERVICES			5,520.00
301-000-752.001			OFFICE SUPPLIES			1,952.00
301-000-801.000			CONTRACTUAL SERVICES			60,189.90
401-000-992.000			BOND INTEREST			5,417.05
677-000-801.000			CONTRACTUAL SERVICES			1,936.00
678-000-801.000			CONTRACTUAL SERVICES			199.95
			TOTAL			104,216.06