

# CHARTER TOWNSHIP OF FLUSHING

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

DATE: DECEMBER 13, 2012 TIME: 7:00 P.M.

PHONE: 810-659-0800 FAX 810-659-4212

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

## ADMINISTRATION MEMBERS

SUPERVISOR: Rian R. Birchmeier  
CLERK: Julia A. Morford  
TREASURER: Maryion T. Lee

## TRUSTEES

Shirley D. Gage  
Bonnie Jean Martinson  
Scott R. Matzke  
Scott P. Minaudo

## TOWNSHIP ATTORNEY:

STEVEN MOULTON  
Cooley Moulton & Smith LLP  
727 S. Grand Traverse Street  
Flint, Michigan 48502

**MEETING CALLED TO ORDER** at 7:00 p.m. by **SUPERVISOR RIAN R. BIRCHMEIER** with Roll Call and the Pledge of Allegiance to the American Flag.

**ROLL CALL:** Rian R. Birchmeier, Julia A. Morford, Maryion T. Lee, Shirley D. Gage, Bonnie Jean Martinson, Scott R. Matzke, Scott P. Minaudo, and Attorney Steve Moulton

**MEMBERS ABSENT:** 0

**OTHER INDIVIDUALS PRESENT:** Thirty (30) other individuals

**APPROVAL OF THE AGENDA:** **LEE MOVED**, seconded by Matzke to approve the Agenda as presented.

## ACTION OF THE MOTION

AYES: 7  
NAYS: 0  
Motion Carried.

## APPROVAL OF PREVIOUS MINUTES:

- a. **Minutes of October 11, 2012:** **GAGE MOVED**, seconded by Lee to approve the Minutes of October 11, 2012 as presented.

## ACTION OF THE MOTION

AYES: 7  
NAYS: 0  
Motion Carried.

- b. **Minutes of November 8, 2012:** **LEE MOVED**, seconded by Martinson to approve the Minutes of November 8, 2012 as presented.

## ACTION OF THE MOTION

AYES: 7  
NAYS: 0  
Motion Carried.

- c. **Minutes of December 3, 2012:** **MARTINSON MOVED**, seconded by Minaudo to approve the Minutes of December 3, 2012 as presented.

## ACTION OF THE MOTION

AYES: 7  
NAYS: 0  
Motion Carried

**APPROVAL OF PAYMENT OF BILLS: MORFORD MOVED**, seconded by Matzke to pay the bills as submitted.

**ACTION OF THE MOTION**

AYES: 7  
NAYS: 0  
Motion Carried.

**7:05 P.M. – OPEN FOR PUBLIC COMMENTS FOR NON AGENDA ITEMS:**

Three (3) individuals gave their comment.

**7:10 P.M. – CLOSED FOR PUBLIC COMMENTS FOR NON AGENDA ITEMS**

**UNFINISHED BUSINESS:**

**1. PA System in the Auditorium**

Update: Two (2) people gave quotes to update the PA System (Boegner Sound System and Ralph Keller from Midwest Mobile Tech); the quotes were significantly different; Supervisor Birchmeier suggested to wait until the next Board of Trustees Meeting to make a decision; it was recommended to open up for bids again.

**NEW BUSINESS:**

**1-a. 2013 Board and Commission Appointments**

**LEE MOVED**, seconded by Morford to adopt all the names listed under the 2013 Board and Commission Appointments.

**ACTION OF THE MOTION:**

AYES: 7  
NAYS: 0  
Motion Carried

**1-b. 2013 Meeting Dates**

**MORFORD MOVED**, seconded by Lee to adopt the 2013 Meeting Dates for the Zoning Board of Appeals, Board of Trustees, Planning Commission, Parks and Recreation Committee, Board of Review, and Water and Sewer Committee.

**ACTION OF THE MOTION:**

AYES: 7  
NAYS: 0  
Motion Carried

**1-c. 2013 Committee Appointments**

**LEE MOVED**, seconded by Gage to adopt the 2013 Flushing Township Committee Appointments as presented.

**DISCUSSION:**

It was asked if there was a conflict of interest with the former Parks and Recreation Coordinator being placed on the current 2013 Parks and Recreation Committee; Attorney Steve Moulton (Attorney Moulton) stated “No” because the former Parks and Recreation Coordinator was currently not employed with Flushing Township.

**ACTION OF THE MOTION:**

AYES: 7  
NAYS: 0  
Motion Carried

**1-d. Update of Community Development Block Grant (CDBG) for Removal of Architectural Barriers (handicap accessibility) to the Township Office and Police Station**

Flushing Township has received a Community Development Block Grant (CDBG) which made it possible to have a handicap accessible ramp going from the drive up to the main entry of the Township Hall and the Police Station; there were indications to the Supervisor that the work wasn't properly done; Rowe Engineering was contacted and it was determined that the specifications were not done per the Michigan Department of Transportation (MDOT) requirements; the work was repaired by L.A. Construction who had been hired by Rowe Engineering through the grant to do the concrete work.

**1-e. Update on Police Services (Statistics since last report; compare stats Flushing Township Police Department/Genesee County Sheriff Department; Advantages of Genesee County Sheriff Department)**

Supervisor Birchmeier, Trustee Matzke, Attorney Moulton, and Undersheriff Swanson met on Tuesday, December 10, 2012 to discuss the existing Sheriff Contract which expires on December 31, 2012; any extension of the contract with the Sheriff Department has to be approved by the Genesee County Board of Commissioners and their last scheduled meeting date of the year was December 12, 2012, where the issue could be discussed; a tentative understanding was reached to extend the existing contract without change through March 31, 2013 which is the end of Flushing Township's fiscal year; this action would give the new Township Board the opportunity to review various alternatives as to what it wants to do going forward with respect to police protection.

A short Letter of Understanding was drawn up and sent to Genesee County Undersheriff Chris Swanson (Undersheriff Swanson) from Supervisor Birchmeier; Undersheriff Swanson presented the Letter of Understanding to the Board of Commissioners and as indicated by Commissioner Archie Bailey (during Public Comments) the contract was approved and a copy of the Resolution is on hand.

The Contract with the Genesee County Sheriff Department will run until March 31, 2013.

**DISCUSSION:**

It was asked if the Contract could have been extended another six (6) months instead of three (3) months; it was felt to just get the contract coordinated until March 31, 2013, and if that is not enough time to consider the circumstances, to sit down with Sheriff Pickell or Undersheriff Swanson. There should not be a problem negotiating a further extension.

**LEE MOVED**, seconded by Minaudo to extend the contract with the Genesee County Sheriff Department until March 31, 2013, under the same terms and conditions as the former contract.

**ACTION OF THE MOTION:**

AYES: 7  
 NAYS: 0  
 Motion Carried

**1-f. Appointment of Supervisor to MISS DIG Program**

**MORFORD MOVED**, seconded by Martinson to correct the name change for the MISS DIG Program from the former supervisor to current Supervisor Rian Birchmeier.

**ACTION OF THE MOTION:**

AYES: 7  
 NAYS: 0  
 Motion Carried

**1-g. Appointment of Supervisor to the Genesee County Water Advisory Committee**

**MORFORD MOVED**, seconded by Gage to change the name of the Supervisor of the Genesee County Water Advisory Committee from the former supervisor to current Supervisor Rian Birchmeier.

**ACTION OF THE MOTION:**

AYES: 7  
NAYS: 0  
Motion Carried

**1-h. Registration Fee for the 2013 MTA Conference and Expo**

**MORFORD MOVED**, seconded by Martinson to approve the early-bird registration fee of \$279 for the 2013 MTA Conference and Expo which runs from January 22, 2013 through January 25, 2013. (The Clerk needs the names of anyone that will be attending as soon as possible because December 18, 2012 is the deadline for the early bird price).

**ACTION OF THE MOTION:**

AYES: 7  
NAYS: 0  
Motion Carried

**1-i. New Officials Training – December 20, 2012 – Frankenmuth MI**

**MORFORD MOVED**, seconded by Minaudo to approve the early-bird price of \$149 for any newly elected official to attend the “New Officials Training” Seminar in Frankenmuth MI on December 20, 2012.

**DISCUSSION:**

It was asked if the training on December 20, 2012 would be the same that would be available at the 2013 MTA Conference; the December 20, 2012 training would be “Part 1” and “Part 2” would be held at the Conference.

**ACTION OF THE MOTION:**

AYES: 7  
NAYS: 0  
Motion Carried

**1-j. Attendance at “Treasurer’s Guide to Tax Collecting” Seminar – Lansing MI**

The new Flushing Township Treasurer did attend the “Treasurer’s Guide to Tax Collecting” Seminar in Lansing MI; due to the time frame, it was impossible to get Board approval so the Supervisor approved the attendance.

**1-k. State Tax Commission Application for Personal Property Examiner Certification (Assessor)**

**GAGE MOVED**, seconded by Minaudo to approve \$150 for the application for the State Tax Commission for Personal Property Examiner Certification for the Assessor.

**ACTION OF THE MOTION:**

AYES: 7  
NAYS: 0  
Motion Carried

**1-n. Apex Software – Annual Maintenance Renewal for Assessor**

**MORFORD MOVED**, seconded by Lee to approve the Annual Maintenance Renewal, with Apex Software, for the sketching software needed by the assessor’s job.

**ACTION OF THE MOTION:**

AYES: 7

NAYS: 0

Motion Carried

**COMMITTEE REPORTS:**

1. Flushing Area Senior Center (FASC): The Strategic Committee has had two (2) meetings since the last Flushing Township Board Meeting: 1) November 26, 2012 and 2) December 10, 2012; the Committee has been reviewing questions that were ask at the October 29, 2012 meeting with some of the issues being more parking spaces and a larger building.

**REPORTS:**

**1. Treasurer’s Report for November 2012:**

- a. Grand Total = \$886,564.56
- b. Water Fund = \$1,128,782.14
- c. Short Term Loan to Police Dept = \$330,000
- d. Tax Account Fund = \$18,205.63

**GAGE MOVED**, seconded by Morford to accept the Treasurer’s Report.

**ACTION OF THE MOTION:**

AYES: 7

NAYS: 0

Motion Carried

**BOARD COMMENTS:**

1. **MATZKE**: wished everyone a Merry Christmas and a Happy New Year.
2. **MINAUDO**: wished everyone a Merry Christmas and Happy New Year.
3. **MARTINSON**: wished everyone a Merry Christmas and Happy Joyous New Year.
4. **GAGE**: wished everyone a Happy New Year and a very Blessed Merry Christmas; thanked everyone for coming tonight, have patience with the Board because we are a little rusty since this is the first meeting.
5. **LEE**: it is an honor to be setting at the Board table and that people were willing to put her at the table; she will do her very best to serve all in attendance and the other people that were unable to be in attendance at the meeting; very relieved there is a contract and it was so easy to work with extending the contract through March 31, 2013; it should make everyone’s holidays much more joyous.
6. **MORFORD**: wished everyone a Merry Christmas and a Happy New Year; it has been confusing around the office but hopefully things will be getting back to normal; if anyone has any questions, please don’t ask your neighbor or someone that doesn’t know, please come direct to the township because we were elected to serve the residents of Flushing Township.
7. **BIRCHMEIER**: wished everyone a Merry Christmas and a Happy New Year; if you should have any questions, please feel free to contact him because his door is always open to the residents; he is a public servant and wants to prove to everyone that he can do the job; he takes the job very serious; it is an honor to serve the Charter Township of Flushing; hopes to get the community back together again; he loves this community; has lived in the community for many years and is dedicated to the community.
8. **LEE**: part of the Treasurer’s duties is to be in the Township Office between Christmas and the end of the year; come in during regular business hours on December 28, 2012, and you can pay your taxes or just come in for a cookie and punch.

**7:40 P.M. OPEN FOR PUBLIC COMMENTS**

None

**7:41 P.M. - CLOSED FOR PUBLIC COMMENTS**

**THE NEXT REGULAR SCHEDULED BOARD OF TRUSTEES MEETING WILL BE THURSDAY, JANUARY 10, 2013 AT 7:00 P.M. AT THE FLUSHING TOWNSHIP HALL.**

**ADJOURNMENT:** Due to lack of business issues, **SUPERVISOR BIRCHMEIER** adjourned the meeting at 7:42 p.m.

---

JULIA A. MORFORD, Clerk

---

RIAN R. BIRCHMEIER, Supervisor

APPROVED DATE: \_\_\_\_\_

12/13/2012 Regular Min