

CHARTER TOWNSHIP OF FLUSHING

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

DATE: NOVEMBER 12, 2015

TIME: 7:00 P.M.

PHONE: 810-659-0800

FAX 810-659-4212

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

ADMINISTRATION:

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 W. MOULTON PLLC
6258 W. Pierson Road
Flushing MI 48433
810-407-7658

- I. **MEETING CALLED TO ORDER** at 7:00 p.m. by **SUPERVISOR RIAN BIRCHMEIER** with Roll Call and the Pledge of Allegiance to the American Flag.
- II. **ROLL CALL:** Rian R. Birchmeier, Julia A. Morford, Maryion T. Lee, Shirley D. Gage, Bonnie Jean Martinson, Scott P. Minaudo, and Attorney Steve Moulton
MEMBERS ABSENT: Scott Matzke came in a little after the meeting started.

OTHER INDIVIDUALS PRESENT: Fifteen (15) other individuals were present

ADOPTION OF THE CONSENT AGENDA FOR NOVEMBER 12, 2015:

TRUSTEE MINAUDO MOVED, supported by Treasurer Lee, to approve the agenda as presented.

CLERK MORFORD MOVED, supported by Treasurer Lee, to approve any of the Board Members and the Township Attorney attending the MTA sponsored seminar entitled "*Writing, Adopting, and Enforcing Ordinances*" in Frankenmuth MI on Tuesday, December 15, 2015 at a discounted rate of \$101 per person; if anyone signs up to attend the seminar, they will reimburse the Township for the full cost. The item will be placed under "New Business", Letter J.

ACTION ON THE MOTION

ROLL CALL VOTE:

AYES: MINAUDO, MARTINSON, GAGE, LEE, MORFORD AND BIRCHMEIER

NAYS: 0
TRUSTEE MATZKE ABSENT FOR THE VOTE
MOTION CARRIED

TREASURER LEE MOVED, supported by Clerk Morford, that the Flushing Charter Township Board to resolve that the catch basin at 8528 Apple Blossom Lane is in need of repair and the Township will share fifty (50%) percent of the estimated cost of \$2,800.00 - \$5,600.00 per basin with the Genesee County Road Commission. Our cost shall be between \$1,400.00 and \$2,800.00. The item will be under New Business, as Letter K.

ACTION ON THE MOTION

ROLL CALL VOTE:

AYES: Martinson, Gage, Lee, Morford, Birchmeier, and Minaudo

NAYS: 0

ABSENT: Matzke

MOTION CARRIED

TRUSTEE MARTINSON MOVED, supported by Birchmeier, to approve the corrected, edited, and revised, "First Quarterly Fiscal Budget" for June 2015, which will show the remaining budget balances for the *Park Department*, found on page 6 (formulas having been corrected), and the addition of \$5,000 to page 5, *Public Service*, line item *Road Improvement* not found in the Budget first given to Birchmeier, Martinson, and Minaudo in their packets.

ACTION ON THE MOTION

ROLL CALL VOTE:

AYES: Martinson, Birchmeier, and Minaudo

NAYS: Gage, Lee, Matzke, and Morford

MOTION FAILED

TREASURER LEE MOVED, supported by Trustee Minaudo, to approve the Agenda with all the amendments.

ACTION ON THE MOTION

ROLL CALL VOTE:

AYES: Gage, Lee, Morford, Birchmeier, Minaudo, Matzke, and Martinson

NAYS: 0

MOTION CARRIED

III. PUBLIC COMMENTS

7:24 P.M. OPEN FOR PUBLIC COMMENTS

One individual gave a comment.

7:25 P.M. CLOSED FOR PUBLIC COMMENTS

IV. PUBLIC HEARING: Genesee County Community Development Block Grant (CDBG) Application for 2016 Public Services

PUBLIC HEARING OPENED AT 7:26 p.m.

The Genesee County Community Development Block Grant Public Service Application is for a three (3) year term – May 1, 2016 through April 30, 2019. There are two (2) Projects under the CDBG Program; at this time, Flushing Township is applying for the **Public Service Projects**. The funds are for services for Low to Moderate Income families. The following Public Service Projects are eligible for CDBG funding:

- Senior Citizen Services
- Child Care Services
- Health Care Services
- Non-profit/Service Agency Activities
- Neighborhood Organization Assistance
- Job Training
- Homebuyer Assistance
- Fair Housing Activities
- Education
- Public Safety
- Homeless Services
- Drug Abuse Counseling
- Recreation

RECOMMENDATIONS/SUGGESTIONS FROM THE AUDIENCE:

1. Mr. McGrath, W. Mt. Morris Road, Flushing MI – “he has been going to the Flushing Area Senior Center for a couple years; there is a computer room and about fifty (50%) of the time you can’t use the computer room it was never dedicated for computers; understands there is someone at the Center that can help with computers but he has never seen them; would like to be able to go to the Senior Center to work on computers in order to learn how to communicate with the grandchildren; once in a while you can use the room but most of the time, you can’t due to other things going on in the room. Mr. McGrath would really like to see a *dedicated room for computers*. Good Work and good people – just need a room where he can go and use the computer.”

2. Mary Mossman, Flushing MI – “understands the estimated funds of \$8,809 will be split over a three (3) year period; the previous Township Board was approached about a *Wellness Center*, simply to get the issue on the ballot; the whole architect drawing, of a *Wellness Center*, included a huge computer room; our Township Board decided not to put the issue on the ballot; now the system is going a different route because our township was so uncooperative; the computers are old and the Center would love to have some new computers; when services apply for grants, they are limited as to what they can do with the particular grants. The local library, which Flushing Township contributes to, has many computers in the computer room; there isn’t an opportunity for a person to monopolize the computers because there is a twenty (20) minute limit on them; but if no one wants to use a computer, an individual can stay longer; the library computers, which are new up-to-date state-of-the-art computers are connected to the Senior Center”.

3. Treasurer Maryion Lee (Treasurer Lee) - “felt that perhaps the CDBG funds could be used for computers. Treasurer Lee explained that her and the Clerk had met with a CDBG Representative from the Genesee County Planning Commission; ask if purchases such as

refrigerators, etc, could be used with the funds; if an update to get a new computer, funds could be used; the amount isn't a large sum but we wanted to make sure that Flushing Township did not lose the grant money".

4. Attorney Steve Moulton (Attorney Moulton) – “if the money is approved by the Genesee County Planning Commission, and the particular project would get \$3,000 per year, and the Board specified that it wanted the funds for the Senior Citizen Services, would the money come to the Township? If the Township designated the Flushing Area Senior Center to receive the \$3,000, could the Township impose a condition that the funds be used to purchase computers”.

5. Clerk Julia Morford (Clerk Morford) – “the money comes from HUD and is appropriated to the different municipalities; she has checked with the Senior Center Director and in the past the funds have been used for General Operations, Program Supplies, Utility, Purchases, Copy Machines, etc”.

6. Attorney Moulton – “if the Township contacted Director Karen Popovits and stated that Flushing Township was going to direct the money to the Senior Center, but the Township wants Ms Popovits to use the moneys for computers, could Ms. Popovits abide by the condition and would it be legal?”

7. Clerk Morford – “the County informed Clerk Morford that whatever the Township recommended, the County would first review the request.”

8. Attorney Moulton – “if there is a need for computers at the Flushing Area Senior Center, could the Township properly request that the CDBG money go to the Flushing Senior Center; but how do you make sure that the funds are used for computers.”

9. Trustee Scott Minaudo (Trustee Minaudo) – “since Flushing Township is applying for the CDBG funds, don't the request have to be specific as to where the money is going and how it is going to be used?”

10. Clerk Morford – “The resolution has to indicate where the Township wants the funds to go.”

11. Supervisor Rian Birchmeier (Supervisor Birchmeier) – “the application also has to be filled out.”

12. Treasurer Lee – “has been approached about another program; percentages for the Public Service Projects can be used when there are more than one (1) recommendation such as fifty (50%) percent to the Senior Center and fifty (50%) percent to other high school groups in general. There is an “ABC” – *Anti Bullying Club* – at Flushing High School where a portion of the funds could be given to bring in speakers.”

13. Trustee Shirley Gage (Trustee Gage) – “is something going on in the school for the bullying?”

14. Chief Brian Fairchild (Chief Fairchild) – “the *ABC* is a club where the School District sends the kids to seminars, etc. to learn how to cope with bullying; the kids come back to the school and spread their message. The Club is looking for funds to bring in a speaker for the day to talk to the junior and senior class, in the auditorium, regarding bullying, not just the students working among themselves.”

15. Trustee Gage – “would the program be effective for the kids by having an adult speaker come in rather than having the kids do their own thing?”

16. Chief Fairchild – “a little bit is better than nothing and when you can stop one (1) or two (2) people then you have saved five (5) or six (6) people by being bullied by the individual. If you can get people to come forward and help, then it is going to make a big difference.”

17. Donn Hinds – “he has been around the schools and so has Mr. Yenior (Mr. Hinds spent 38 years in Flushing Community Schools); the school district already has a budget for speakers.”

18. Jean Shingledecker – “there are a lot of groups at the high school; a lot of cyber bullying is also taking place.”

19. Donn Hinds – “believes the “bullying” situation is covered by funds, but maybe not as well; there has been a cut back in the number of assemblies and speakers because they don’t want to use class time for the event; all for giving some money. Perhaps should look at *public safety* which would protect the Police and the Citizens of this Community by giving the Officers body cameras. Maybe the Township could come up with additional monies.”

20. Chief Fairchild – “each camera runs approximately \$3,500.”

21. Clerk Morford – “the CDBG funds can only be used for Low to Moderate Income services; the CDBG Program available for Flushing Township at this time is the Public Service Project.”

22. Treasurer Lee – “the \$8,800 is approximately and is determined by the County.”

23. Supervisor Birchmeier – *TO GET WHO A SUPPLIER WOULD BE FOR FIRE EXTINGUISHERS, JUST CALL THE FIRE DEPARTMENT* ~~to get the fire extinguishers, just call the City of Flushing Fire Department.~~

24. Jean Shingledecker – “would the *Anti Bullying Club* fall under the Non-profit Service Agencies?”

25. Treasurer Lee – “the non-profit would have to serve low to moderate income residents.”

26. Treasurer Lee – “could play equipment be placed in the area where there are low to moderate income residents (Recreation)?”

27. Jean Shingledecker – “could we have something similar to “Coats for Kritters” and purchase multiple size coats, hats, boots, gloves, etc. to pass out to children?”

28. Treasurer Lee – “clothing from the *Coats and Critters* event goes to “Rachels Closet” and to the “Flushing Community Outreach Center.” The organization could possibly use the funds.”

29. Clerk Morford – “was told that Clayton Township gives all their CDBG funds to the Senior Center; in the past the Senior Center has purchased stoves, refrigerators, etc.”

30. Clerk Morford – “when a project or projects has been selected, the Township will designate the percentage to each organization.”

31. Keith Sparks – “during the school year, the *Outreach Center* will take children, who they have identified, into a Pantry and fill a back pack so the children will have something to eat that night after school; would like to propose fifty (50%) percent to the Senior Center and the other fifty (50%) percent to the *Flushing Community Outreach Center*. It could be designated that the funds go to the particular endeavor of feeding the hungry kids in the community; could also be designated the kids live in the township. Would be helping both ends of the spectrum by going 50/50 – Senior Citizens and the children.”

32. “would like to recommend one hundred (100%) percent to the Children; don’t believe there is a senior in the community that would like to see a child go hungry.”

33. Mary Mossman – “wanted to know if we had the sheet that showed what was considered low to moderate income families – the poverty level could also depend on the number of people in the family.”

34. Donn Hinds – “safe assumption that the low income children and their families are going to the *Flushing Community Outreach Center*; the *Flushing Area Senior Center* caters to all levels; the Senior Citizens tend to have a fairly low income, relatively speaking. Believes the suggestion is a very good proposal – 50/50.”

35. Attorney Moulton – “services to Senior Citizens are presumed low to moderate income and don’t have to be documented.”

36. Jean Shingledecker – “would like to give one hundred (100%) percent to the children at the *Flushing Community Outreach Center*.”

OTHER SUGGESTIONS/RECOMMENDATIONS:

- Carbon Monoxide Devices
- Smoke Detectors
- Fire Extinguishers

- Salt for Seniors
- 100% to the Hungry Children
- Diaper Drive/Wipes for young families that are low to moderate income

8:07 P.M. PUBLIC HEARING CLOSED FOR THE GENESEE COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) APPLICATION FOR 2016 PUBLIC SERVICES.

V. UNFINISHED BUSINESS:
NONE

VI. NEW BUSINESS:

1-A. Motion to approve the Fiscal Quarterly Budget for September

TREASURER LEE MOVED, seconded by Trustee Gage, to approve the *Fiscally Quarterly Budget for 2015/2016*, for the end of the Second Quarter.

ACTION OF THE MOTION

ROLL CALL VOTE:

AYES: Morford, Matzke, Gage, and Lee

NAYS: Birchmeier, Minaudo, and Martinson

MOTION CARRIED.

1-B. Motion to approve the Resolution for the Community Development Block Grant 2016 Public Services

TREASURER LEE MOVED, seconded by Trustee Minaudo, to give one hundred (100%) percent to the *Flushing Christian Outreach Center* to provide backpacks of food to the children in the community who are in need. If this recommendation is not approved, the alternative will be to give one hundred (100%) percent to the Flushing Senior Center.

ACTION OF THE MOTION

ROLL CALL VOTE:

AYES: Birchmeier, Minaudo, Matzke, Martinson, Gage, Lee, and Morford

NAYS: 0

MOTION CARRIED

1-C. Motion to have the Communications Committee look into the issues stated by Supervisor Birchmeier at last meeting in order to better serve the public and to show transparency and accurate information

SUPERVISOR BIRCHMEIER MOVED, seconded by Trustee Martinson, THAT IN ORDER TO BETTER SERVE THE PUBLIC AND TO SHOW TRANSPARENCY AND ACCURATE INFORMATION, THE COMMUNICATIONS COMMITTEE IS TO LOOK INTO, WITH THE HELP OF THE CLERK, CORRECTING THE FOLLOWING ISSUES. ~~that in order to better serve the community and be transparency, the Communications Committee is to look into correcting the following issues:~~

(CLERK'S NOTE: Due to the motion being so lengthy and the softness of the Supervisor's voice, the digital recorder was unable to obtain the wording of the complete motion. A request was made by the Clerk to the Supervisor, at the Board Meeting, for the Supervisor to place a paper copy of the particular motion in the Clerk's mailbox or send an email to Juliem@ft.comcastbiz.net) A reminder was sent to the Supervisor on November 19, 2015 regarding the particular request. A response was never received.

TRUSTEE MINAUDO MOVED, seconded by Trustee Martinson, to table the issue until next month.

ACTION OF THE MOTION

ROLL CALL VOTE:

AYES: Minaudo, Matzke, Martinson, and Morford

NAYS: Gage, Lee, and Birchmeier

MOTION CARRIED

1-D. Motion to approve contracting with Bill Schneider of *Wildtypes Design* for \$900 to prepare specifications for the purpose of seeking quotes for the development of a maintenance plan for eradication of invasive species from the Flushing Township Nature Park

TREASURER LEE MOVED, seconded by Trustee Matzke, to contract with Bill Schneider of *Wildtypes Design* for the sum of \$900 to prepare specifications for the purpose of seeking quotes for the development of a maintenance plan to eradicate invasive species from the Flushing Township Nature Park.

ACTION OF THE MOTION

ROLL CALL VOTE:

AYES: Matzke, Martinson, Gage, Lee, Morford, and Minaudo

NAYS: Birchmeier

MOTION CARRIED

1-E. Motion to approve contracting with B&B Construction to replace the roof on the bathroom building in the Flushing Township Nature Park for the sum of \$600. The contractor will meet the specification of quote request

TREASURER LEE MOVED, seconded by Clerk Morford, to approve contracting with B&B Construction to replace the roof on the bathroom building in the Flushing Township Nature Park for the sum of \$600. The contractor met the specifications of the quote request received prior.

ACTION OF THE MOTION

ROLL CALL VOTE:

AYES: Gage, Morford, Lee, Birchmeier, Minaudo, and Matzke

NAYS: Martinson

MOTION CARRIED

1-F. Motion to approve the Superintendent/Treasurer getting bids to have the Flushing

Township Brochure printed

TREASURER LEE MOVED, seconded by Clerk Morford, to approve the purchase of 5,000 brochures from “Ads Plus Printing”, who met all requirements of the specifications for the price of \$426.86.

ACTION OF THE MOTION

ROLL CALL VOTE:

AYES: Morford, Lee, Gage, Martinson, Matzke, and Minaudo

NAYS: Birchmeier

MOTION CARRIED

1-G. Motion to approve hiring Theresa Jensen for \$9.00 per hour as a “Temporary Employee” to work as a substitute

TREASURER LEE MOVED, seconded by Trustee Gage, to approve the hiring of Theresa Jensen for \$9 per hour as a “Temporary Employee” to work as a substitute in the Township.

ACTION OF THE MOTION

ROLL CALL VOTE:

AYES: Minaudo, Matzke, Martinson, Gage, Lee, and Morford

NAYS: Birchmeier

MOTION CARRIED

1-H. Motion to appoint Maryion Lee as the *Elected Representative*, William Bain as the *Citizen Representative*, and Shirley Gage as the *Alternate* to the Genesee County Metropolitan Alliance and approve the payment of \$150 for the 2016 Membership Dues

CLERK MORFORD MOVED, seconded by Trustee Matzke, to appoint Maryion Lee as the *Elected Representative*, William Bain as the *Citizens Representative*, and Shirley Gage as the *Alternate* to the Genesee County Metropolitan Alliance and approve the payment of \$150 for the 2016 Membership Dues.

ACTION OF THE MOTION

ROLL CALL VOTE:

AYES: Matzke, Gage, Minaudo, Morford, and Lee

NAYS: Martinson and Birchmeier

MOTION CARRIED

I-I. A. Motion to approve the Superintendent/Treasurer and Clerk attending the “County Road Association” sponsored seminar entitled “Road Funding 101” on December 8, 2015 in Mt. Pleasant MI at a cost of \$90 per person

TREASURER LEE MOVED, seconded by Trustee Minaudo, to approve the Superintendent/Treasurer and Clerk attending the “County Road Association” sponsored seminar entitled *Road Funding 101* on December 8, 2015 in Mt. Pleasant MI at a cost of \$90 per person.

SUPERVISOR BIRCHMEIER MOVED, seconded by Trustee Martinson, to amend the original motion to include all Board Member to be able to attend.

ACTION OF THE MOTION

ROLL CALL VOTE:

AYES: Martinson and Birchmeier

NAYS: Gage, Lee, Morford, Minaudo, and Matzke

MOTION FAILED

1-I B. Motion to approve the Superintendent/Treasurer and Clerk attending an MTA Sponsored Seminar entitled “Finances” in Mt. Pleasant MI on Tuesday, November 17, 2015 at a total cost of \$250

TREASURER LEE MOVED, seconded by Trustee MARTINSON ~~Matzke~~, to attend an MTA sponsored seminar entitled *Finances*, in Mt. Pleasant MI on Tuesday, November 17, 2015 at a total cost of \$250.

SUPERVISOR BIRCHMEIER MOVED, seconded by Trustee Minaudo, to amend the motion to include all members of the Board. If the Supervisor should decide to attend the Seminar, he will pay the difference between the \$125 and the \$145. If an individual registers and does not attend, they will reimburse the Township the amount of the class.

ACTION OF THE MOTION

ROLL CALL VOTE:

AYES: Lee, Birchmeier, Minaudo, Matzke, Martinson, and Morford

NAYS: Gage

MOTION CARRIED.

1-J. Motion to approve any of the Board Members and the Township Attorney attending the MTA sponsored seminar entitled “Writing, Adopting, and Enforcing Ordinances” in Frankenmuth MI on Tuesday, December 15, 2015 at a discounted rate of \$101 per person; if anyone signs up to attend the seminar, they will reimburse the Township for the full cost. The item will be placed under “New Business”, Letter J.

CLERK MORFORD MOVED, seconded by Trustee Minaudo, to approve anyone on the Board including the Township Attorney to attend the MTA sponsored seminar entitled *Writing, Adopting, and Enforcing Ordinances* in Frankenmuth MI on December 15, 2015, at a cost of \$101 for a discounted rate. If an individual registers to attend the seminar and does not attend, they will reimburse the Township the amount of the class.

TRUSTEE MINAUDO MOVED, seconded by Trustee Matzke, to amend the original motion to include the attendance of the Flushing Police Chief at the seminar.

ACTION OF THE MOTION

ROLL CALL VOTE:

AYES: Birchmeier, Minaudo, Matzke, Martinson, Gage, Lee, and Morford

NAYS: 0

MOTION CARRIED.

1-K. Motion that the Flushing Charter Township Board to resolves that the catch basin at 8528 Apple Blossom Lane is in need of repair and the Township will share 50% of the estimated cost of \$2,800.00 - \$5,600.00 per basin with the Genesee County Road Commission. Our cost shall be between \$1,400.00 and \$2,800.00. The item will be under New Business, as Letter K.

TREASURER LEE MOVED, seconded by Trustee Minaudo, the Flushing Township Board resolves that the catch basin at 8528 Apple Blossom Lane is in need of repair and the Township will share fifty (50%) percent of the estimated cost of approximately \$2,800 to possibly \$5,600 for the basin with the Genesee County Road Commission. The Township's cost shall be between \$1,400 to \$2,800. Attorney Moulton will compose the Resolution.

ACTION OF THE MOTION

ROLL CALL VOTE:

AYES: Minaudo, Matzke, Martinson, Gage, Lee, Birchmeier, and Morford

NAYS: 0

MOTION CARRIED.

1-L. RESOLUTION FOR COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS

TRUSTEE MINAUDO MOVED, seconded by Trustee Matzke, to adopt *Resolution 15-28 Authorizing Application for 2016-2018 Community Development Block Grant* as stated:

“IT IS HEREBY RESOLVED the Application and form attached to this Resolution and the projects and dollar amounts are hereby approved and the Township Clerk shall forward a full executed copy of this Resolution, the Applications and all attachments to this Resolution and deliver to the Genesee County Metropolitan Planning Commission”.

ACTION OF THE MOTION

ROLL CALL VOTE:

AYES: Matzke, Martinson, Gage, Lee, Morford, Birchmeier, and Minaudo

NAYS: 0

MOTION CARRIED.

VII. REPORTS:

1. Supervisor's Report – Supervisor Birchmeier
2. Flushing Township Police Department – Chief Fairchild
3. Flushing Fire Department – Supervisor Birchmeier
4. Genesee County Road Commission – Treasurer Lee
5. Flushing Area Senior Center – Clerk Morford
6. Financial Report – Treasurer Lee

- 7. Superintendent's Report – Superintendent/Treasurer Lee
 - a. 2017-2020 Transportation Improvement Program (TIP)
 - b. Emergency Manager Report Regarding Sirens

VIII. COMMITTEE REPORTS:

- 1. Flushing Township Nature Park Committee – Treasurer Lee

IX. PUBLIC COMMENTS:

9:51 7:50 P.M. – OPEN FOR PUBLIC COMMENTS

One (1) individual gave a comment.

9:55 P.M. – CLOSED FOR PUBLIC COMMENTS

X. BOARD COMMENTS:

Comments were heard from Trustee Martinson, Clerk Morford, Trustee Matzke, Treasurer Lee, and Supervisor Birchmeier.

XI. THE NEXT REGULARLY SCHEDULED BOARD MEETING WILL BE THURSDAY, DECEMBER 10, 2015 AT 7:00 P.M.

XII. ADJOURNMENT: Supervisor Birchmeier adjourned the meeting at 10:06 P.M.

JULIA A. MORFORD, Clerk

RIAN R. BIRCHMEIER, Supervisor

APPROVED DATE: _____