

# **CHARTER TOWNSHIP OF FLUSHING**

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

**DATE: February 8, 2018**

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

**PHONE: 810-659-0800**

**FAX 810-659-4212**

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

**ADMINISTRATION:**

**SUPERVISOR:** Frederick R. Thorsby  
**CLERK:** Wendy D. Meinburg  
**TREASURER:** Terry A. Peck

**TRUSTEES:**

Jenifer Almassy  
Daniel McGrath  
Linda Minarik  
William L. Westenbarger

**TOWNSHIP ATTORNEY:**

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

- I. MEETING CALLED TO ORDER** at 7:00 P.M. by **SUPERVISOR FREDERICK R. THORSBY** with Roll Call and the Pledge of Allegiance to the American Flag.
- II. ROLL CALL:** Linda Minarik, Fred Thorsby, Dan McGrath, Wendy Meinburg, William Westenbarger, and, Terry Peck. Attorney Steven Moulton was also present.

**MEMBERS ABSENT:** Jenifer Almassy

**OTHER INDIVIDUALS PRESENT:** Nine (9)

**APPROVAL OF AGENDA FOR FEBRUARY 8, 2018:**

**TREASURER PECK MOVED**, supported by Clerk Meinburg to adopt the agenda as submitted.

**THE MOTION CARRIED UNANIMOUSLY.**

**APPROVAL OF DRAFT MINUTES OF REGULAR BOARD MEETING OF JANUARY 11, 2018 MEETING.**

**CLERK MEINBURG MOVED**, supported by Treasurer Peck to approve the minutes of January 11, 2018 Board Meeting.

**THE MOTION CARRIED UNANIMOUSLY.**

**APPROVAL OF PAYMENT OF BILLS:**

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

Trustee Westenbarger noted the amount of payments for computer maintenance and repair questioning whether a new computer system should be considered.

**THE MOTION CARRIED UNANIMOUSLY.**

**III. PUBLIC COMMENTS:**

**OPEN FOR PUBLIC COMMENTS: 7:07 P.M.**

No individuals gave comments

**CLOSED FOR PUBLIC COMMENTS: 7:08 P.M.**

**IV. OLD BUSINESS:**

**NONE**

**V: NEW BUSINESS**

1. Presentation from Burnham & Flowers Agency, Inc.

Jon Johnson of Burnham and Flowers Insurance was present to give a presentation on the proposed new policy for the Township. The renewal premium was \$105,598 which was an increase from the previous year.

**ACTION ON THE MOTION:**

**ROLL CALL VOTE**

**AYES:** Peck, Meinburg, Thorsby, McGrath, Westenbarger, and Minarik

**NAYS:** None

**ABSENT:** Almassy

**THE MOTION CARRIED**

2. Prescribed burn presentation from David Mandell.

David Mandell of PlantWise (Native Landscapes and Ecological Restoration) gave a brief presentation regarding a prescribed burn at the Flushing Township Nature Park. A brief discussion ensued with the following motion being made:

**TREASURER PECK MOVED**, supported by Trustee McGrath to table the decision on the prescribed burn for the Nature Park.

**ACTION ON THE MOTION:  
THE MOTION CARRIED  
ABSENT:** Trustee Almassy

3. Adoption of Record Retention Policy – Supervisor

Attorney Steve Moulton gave a brief presentation on the proposed record retention policy.

**CLERK MEINBURG MOVED**, supported by Trustee McGrath to approve the Record Retention Policy as follows:

Schedule No.	Schedule Title	Approved/Updated
1.	Nonrecord Material Defined	06/02/2015
10.	Townships	07/01/1997, 2009, 2014
11.	Local Law Enforcement	08/02/2005, 2017
23.	Election Records	10/16/2007, 2013, 2016
25.	Township Clerks	06/17/2008
26.	Local Government Human Resources	10/07/2008
29.	Township Treasurers	09/01/2009
30.	Local Government Information Technology	12/01/2009
31.	Local Government Financial Records	04/07/2009

**ACTION ON THE MOTION:  
THE MOTION CARRIED  
ABSENT:** Trustee Almassy

4. Sale price of properties from the Land Bank. Possible closed session – Supervisor

Attorney Steve Moulton stated according to MCL15.268, sub-paragraph E to review the possible sale of properties from the Land Bank.

**SUPERVISOR THORSBY MOVED**, supported by Trustee Minarik to go into closed session according to MCL15.268, sub-paragraph E to review the sale of properties from the Land Bank.

**ACTION ON THE MOTION:  
THE MOTION CARRIED  
ABSENT:** Trustee Almassy

**ENTER CLOSED SESSION:** 7:48 P.M.  
**RETURN FROM CLOSED SESSION:** 8:23 P.M.

**ROLL CALL ON RETURN FROM CLOSED SESSION:** Thorsby, Meinburg, Peck, Westenbarger, Minarik and McGrath. Almassy - Absent

**TREASURER PECK MOVED**, supported by Trustee Westenbarger to approve Resolution No. 18-2 as stated below:

CHARTER TOWNSHIP OF FLUSHING  
GENESEE COUNTY, MICHIGAN

RESOLUTION NO. 18-2

A RESOLUTION AUTHORIZING SALE OR OTHER DISPOSITION  
OF FORECLOSED PROPERTIES ACQUIRED FROM THE  
GENESEE COUNTY TREASURER

WHEREAS, following foreclosure for nonpayment of real property taxes, the Charter Township of Flushing has acquired from the Genesee County Treasurer, title to the following properties:

1. W. Coldwater Road, Parcel No. 08-21-526-015
2. 3412 Wyndham Road, Parcel No. 08-36-676-218
3. Buffalo Court, Parcel No. 08-22-200-015
4. 7305 Gillette Road, Parcel No. 08-10-100-032

WHEREAS, the Township desires to sell or otherwise convey each of the properties in a manner most beneficial to the Township, adjoining property owners and the public at large; and,

WHEREAS, the Township Board of Trustees believes the best manner by which to provide for the sale or other disposition of the properties is to authorize the Supervisor, Clerk and Treasurer, as they agree, to take such action as they deem appropriate to enable the Township to sell or otherwise dispose of the properties, including consulting with third parties such as real estate brokers, appraisers, title insurance company representatives, the township attorney and others and including entering into and signing any reasonably required listing agreements, purchase agreements, deeds and any other documents to effect valid sale and/or other transfer of the properties; and,

WHEREAS, the Township Board of Trustees believes it would be appropriate to authorize the Supervisor to sign, on behalf of the Township, any and all documents necessary to effect sale or other transfer the properties as stated above;

IT IS HEREBY RESOLVED:

1. The Supervisor, Clerk and Treasurer are hereby authorized to act on behalf of the Township to negotiate, as they deem appropriate, the sale or other disposition of the above listed properties.

2. The Supervisor is hereby authorized to sign, on behalf of the Township, any documents reasonably necessary to provide for the sale or other disposition of the properties, including, but not limited to, listing agreements, contracts for appraisals, requests for title insurance, purchase agreements, leases, land contracts and deeds.

3. This Resolution provides full authority to the Supervisor, Clerk and Treasurer to deal with the above-referenced properties and no further approval of this Board shall be necessary to effect sale or other disposition of the above referenced properties on behalf of the Charter Township of Flushing.

YES:

NO:

ABSENT:

THE RESOLUTION IS DECLARED \_\_\_\_\_ ADOPTED \_\_\_\_\_ NOT ADOPTED

Passed and approved by the Charter Township of Flushing Board of Trustees, on the \_\_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
Frederick Thorsby  
Flushing Township Supervisor

Dated:

\_\_\_\_\_  
Wendy Meinburg  
Flushing Township Clerk

Dated:

**ACTION ON THE MOTION:**

**ROLL CALL VOTE**

**AYES:** Minarik, Thorsby, McGrath, Westenbarger, Meinburg and Peck

**NAYS:** None

**ABSENT:** Almassy

**THE MOTION CARRIED**

- 5. Motion to reconfirm the Professional Services Agreement with Plante Moran for audit services fiscal year ending 3/31/18 – Treasurer

**TREASURER PECK MOVED**, supported by Trustee McGrath to reconfirm the Professional Services Agreement with Plante Moran for audit services fiscal year ending 3/31/18 for approximately \$20,750.

**ACTION ON THE MOTION:**

**ROLL CALL VOTE**

**AYES:** Peck, Meinburg, Thorsby, Minarik, McGrath and Westenbarger

**NAYS:** None

**ABSENT:** Almassy

**THE MOTION CARRIED**

**VI. REPORTS:**

- 1. Supervisor’s Report – Supervisor Thorsby gave a brief update on the proposed Solar Ordinance which was being worked on at the Planning Commission. He further stated the application for the return of Building Inspection to the Township was at the State. Attorney Moulton suggested contacting our State Reps, i.e. Ken Horn and Joe Graves to see if they could help with the request.

2. Clerk's Report – Clerk Meinburg reported on available grants from the DNR for road projects.
3. Treasurer's Report – Treasurer Peck reported on two conferences he had attended and also reported on C.D.'s that were coming due.
4. Supervisor Thorsby stated the Chief was at a convention and couldn't attend the Board Meeting. Trustee Westenbarger noted the amount of citations had gone up.
5. Fire Department Report given by Supervisor Thorsby

**VII. PUBLIC COMMENTS:**

**OPEN FOR PUBLIC COMMENTS: 8:33 P.M.**

No Comments

**CLOSED FOR PUBLIC COMMENTS: 8:34 P.M.**

**VIII. BOARD COMMENTS:**

No Comments

**IX. NEXT REGULAR MEETING**

MARCH 8, 2018 at 7:00 P.M.

**X. ADJOURNMENT:**

**TRUSTEE WESTENBARGER MOVED**, supported by Trustee Minarik to adjourn the meeting at 8:35 P.M.

**THE MOTION CARRIED UNANIMOUSLY.**

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WENDY D. MEINBURG, Clerk

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FREDERICK R. THORSBY, Supervisor

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

RECORDING SECRETARY: Joyce A. Wilson, Deputy Clerk  
02/08/2018