

# **CHARTER TOWNSHIP OF FLUSHING**

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

**DATE: OCTOBER 12, 2017**

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

**PHONE: 810-659-0800**

**FAX 810-659-4212**

**WEB PAGE: <http://flushingtownship.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, Jenifer Almassy, Wendy Meinburg, William Westenbarger, and, Terry Peck. Attorney Steven Moulton was also present.

**MEMBERS ABSENT:** None

**OTHER INDIVIDUALS PRESENT:** 15

**APPROVAL OF AGENDA FOR OCTOBER 12, 2017:**

**TREASURER PECK MOVED**, supported by Trustee McGrath to adopt the agenda as submitted.

**THE MOTION CARRIED UNANIMOUSLY.**

**APPROVAL OF DRAFT MINUTES OF REGULAR BOARD MEETING OF SEPTEMBER 12, 2017 MEETING AND DRAFT MINUTES OF SPECIAL BOARD MEETING OF SEPTEMBER 21, 2017.**

**TRUSTEE ALMASSY MOVED**, supported by Trustee McGrath to approve the minutes of the September 12, 2017 Regular Board Meeting and the Special Board Meeting of September 21, 2017.

**THE MOTION CARRIED UNANIMOUSLY.**

**APPROVAL OF PAYMENT OF BILLS:**

**TREASURER WESTENBARGER MOVED**, supported by Treasurer Peck to approve the payment of bills.

**THE MOTION CARRIED UNANIMOUSLY.**

Supervisor Thorsby introduced special guests in attendance: County Commissioner Marty Cousineau, Boy Scouts Carlos Martin and Devine Martin.

**III. PUBLIC COMMENTS:**

**OPEN FOR PUBLIC COMMENTS: 7:04 P.M.**

No individuals gave comments

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

**IV. OLD BUSINESS:**

None

**V: NEW BUSINESS**

1. Motion to approve the revised Board Policies – Supervisor

**TREASURER PECK MOVED**, supported by Trustee Almassy to accept the revised Board Policies.

The Board reviewed the entire Policy Manual making several revisions.

**THE MOTION CARRIED UNANIMOUSLY.**

2. Motion to repair the sunroom roof of the Township Hall – Supervisor

**TREASURER PECK MOVED**, supported by Trustee McGrath to repair the sunroom roof of the Township Hall.

**TREASURER PECK MOVED TO AMEND THE MOTION**, supported by Trustee McGrath to authorize Good's Roofing to repair the sunroom roof of the Township Hall.

Supervisor Thorsby stated Good's Roofing had also given the Township a 10% discount.

After a brief discussion regarding whether the roofing would match what was done to the Police Department, the following vote was taken:

**ACTION ON THE MOTION**

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

**NAYS:** Westenbarger

**THE MOTION CARRIED**

3. Motion to approve the Fiscal Quarterly Budget ending September 30, 2017 – Treasurer

Treasurer Peck stated he had included, for the Board's information, a printout on the salaries for elected officials in Genesee County pointing out the Compensation Commission will be given this information for their meeting later this month.

**TRUSTEE ALMASSY MOVED**, supported by Trustee Westenbarger to approve the Fiscal Quarterly Budget ending September 30, 2017.

**THE MOTION CARRIED UNANIMOUSLY.**

4. Motion to return Building Inspection and Code Enforcement to the Township – Supervisor Thorsby

Supervisor Thorsby stated action was needed in order to return Building Inspection and Code Enforcement to the Township regardless of who the Township chose.

**TREASURER PECK MOVED**, supported by Trustee Minarik to return Building Inspection and Code Enforcement to the Township.

The Board briefly discussed hiring an individual to serve as a Building Inspector or using the company, Safe Built. It was pointed out the Cities of Flushing and Montrose use this company and is satisfied with them. Supervisor Thorsby stated Safe Built would also help with the process of returning Building Inspection to the Township from the State. Supervisor Thorsby stated the Township would have to go the State Board that oversees returning Building Inspection to the Township and they only meet quarterly and it is quite an involved process.

There was discussion regarding Code Enforcement and it was pointed out Safe Built could also perform this responsibility. Trustee Westenbarger pointed out the enforcement was currently being done by the Police Department.

Trustee McGrath questioned what effect this would have on the Planning Commission and it was stated reports would be generated and shared with the Planning Commission.

**ACTION ON THE MOTION:**

**ROLL CALL VOTE**

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

**NAYS:** None

**MOTION CARRIED UNANIMOUSLY**

5. Closed Session – Opinion of Attorney Moulton regarding a tax tribunal case.

**TRUSTEE ALMASSY MOVED**, supported by Trustee Westenbarger to go into closed session according to MCL 15.268, sub-paragraph E to review an opinion of Attorney Steve Moulton’s regarding an item that is in current litigation with the Michigan Tax Tribunal.

**THE MOTION CARRIED UNANIMOUSLY.**

Treasurer Peck left the Board Meeting at 8:15 P.M.

**ENTER CLOSED SESSION:** 8:17 P.M.

**RETURN FROM CLOSED SESSION:** 8:55 P.M.

**VI. REPORTS:**

1. Supervisor’s Report - Supervisor Thorsby spoke about developing a Capital Outlay Plan for future purchases/expenditures, i.e. computer and phone system updates or improvements and maintenance items for township building. He stated he had spoken with auditors about this process. He informed those present of a walk that was being conducted by “Safe Routes to School” on October 16, 2017 at 2:30 P.M. and everyone was invited. Supervisor Thorsby also informed the Board of an improvement which was made at the Nature Park regarding the well and city water which should save about \$500.
2. Clerk’s Report – Clerk Meinburg stated the Township had met with the financial advisors today and was switching from Lord Abbett to John Hancock. The Federal Government has instituted new regulations which Lord Abbett isn’t going to follow, so a switch to John Hancock was necessary and they also offer more choices.
3. Treasurer Peck not present to give report.
4. Chief Fairchild gave the police report. Trustee Westenbarger noted the traffic citations had gone up.
5. Fire report given by Supervisor Thorsby

**VII. PUBLIC COMMENTS:**

**OPEN FOR PUBLIC COMMENTS:** 9:11 PM

No Individuals gave comments

**CLOSED FOR PUBLIC COMMENTS:** 9:12 PM

**VIII. BOARD COMMENTS:** No Comments

**IX. NEXT REGULAR MEETING:**  
November 9, 2017 at 7:00 P.M.

**X. ADJOURNMENT:**

**TRUSTEE WESTENBARGER MOVED**, supported by Trustee Minarik to adjourn the meeting at 9:14P.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

10/12/2017