

CHARTER TOWNSHIP OF FLUSHING

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

DATE: SEPTEMBER 13, 2018

TIME: 6:30 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 6:30 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

Prior to the Regular Board Meeting, an Audit Presentation was given to the Board by Plante Moran for the year ending March 31, 2018 at 6:30 P.M.

OTHER INDIVIDUALS PRESENT: Eight (8)

APPROVAL OF AGENDA FOR SEPTEMBER 13, 2018:

TREASURER PECK MOVED, supported by Trustee Westenbarger to approve the agenda for September 13, 2018.

TRUSTEE ALMASSY MOVED, supported by Trustee McGrath to delete agenda item 5.

TRUSTEE MINARIK MOVED, supported by Clerk Meinburg to approve the agenda as amended.

THE MOTION CARRIED UNANIMOUSLY.

APPROVAL OF DRAFT MINUTES OF REGULAR BOARD MEETING OF AUGUST 9, 2018 MEETING.

TRUSTEE ALMASSY MOVED, supported by Trustee McGrath to approve the minutes of August 16, 2018 Board Meeting.

THE MOTION CARRIED UNANIMOUSLY.

APPROVAL OF PAYMENT OF BILLS:

TREASURER PECK MOVED, supported by Clerk Meinburg to approve the payment of bills.

THE MOTION CARRIED UNANIMOUSLY.

III. PUBLIC COMMENTS:

OPEN FOR PUBLIC COMMENTS: 7:12 P.M.

No comments

CLOSED FOR PUBLIC COMMENTS: 7:13 P.M.

IV. OLD BUSINESS:

None

V: NEW BUSINESS

1. Presentation of yearly audit by Plante Moran

TRUSTEE ALMASSY MOVED, supported by Clerk Meinburg to approve the audit as presented.

THE MOTION CARRIED UNANIMOUSLY.

2. PUBLIC HEARING – NOTICE OF PUBLIC HEARING ON TRUTH IN TAXATION MILLAGE CALCULATIONS AND RETURN MILLAGE RATES TO PRE-ROLLED BACK RATES AND 2018-19 BUDGET HEARING – Supervisor Thorsby

Supervisor Thorsby opened the public hearing at 7:27 P.M.

Treasurer Peck read the Truth in Taxation.

Supervisor Thorsby closed the public hearing at 7:34 P.M.

Supervisor Thorsby opened the public hearing on the 2019-2020 Budget at 7:35 P.M..

Supervisor Thorsby closed the public hearing at 7:40 P.M.

3. Motion to approve the RESOLUTION REGARDING MILLAGE LEVY (TRUTH IN TAXATION) FOR 2018 better known as the "Flushing Township 2018 Millage Levy Authorization" adopted pursuant to MCL211.24e(3) – Treasurer Peck

TREASURER PECK MOVED, supported by Clerk Meinburg to approve Truth in Taxation Millage calculations and return millage rates to pre-rolled back rates and 2018-19 budget hearing as stated below:

**CHARTER TOWNSHIP OF FLUSHING
RESOLUTION RE: MILLAGE LEVY (TRUTH IN TAXATION)
FOR 2018**

At the a meeting of the Township Board of Flushing Charter Township, Genesee County, Michigan ("Township"), held at 6524 N. Seymour Road, Flushing, Michigan 48433, on the 13th day of September, 2018.

PRESENT: Frederick R. Thorsby, Terry A. Peck, Wendy D. Meinburg, Jenifer Almassy, Daniel McGrath, William L. Westenbarger and Linda Minarik

ABSENT: None

WHEREAS, Section 24e of the General Property Tax Act, MCL 211.24e, required the Township provide for the holding of a public hearing for the levying of millage rates for its ensuing fiscal year; and

WHEREAS, notice of hearing to consider the millage levy was provided as required by MCL 211.24e and MCL 141.412;

THEREFORE, BE IT RESOLVED by the Township Board of Flushing Charter Township, Genesee County, Michigan, as follows:

1. This resolution shall be known as the "Flushing Township 2018 Millage Levy Authorization", adopted pursuant to MCL 211.24e(3);
2. The Board shall cause to be levied and collected the general property tax on all real and personal property within the Township upon the current tax roll at an allocated millage of .5 mills for Township operations along with voter authorized millage of 3.3441 for police purposes.
3. The taxes collected from the levied millage will be included in the budget and will fund designated Township operations for the April 1, 2019 - March 31, 2020 fiscal year.
4. The published notice setting forth the authorized millage rates; the millage rates as rolled back by Genesee County Equalization; and the differences between the roll back rates and authorized millage rates is attached and incorporated as part of this Resolution.

5. The aforementioned notice was published on August 30, 2018 and posted at the Township's office on August 30, 2018.

YEAS: 7

NAYS: 0

ABSENT: 0

RESOLUTION DECLARED ADOPTED.

STATE OF MICHIGAN)

)SS

COUNTY OF GENESEE)

I, the undersigned, the duly qualified and acting clerk for the Charter Township of Flushing, Genesee County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the Township Board at a meeting held on the 13th day of September, 2018 and further certify that the Resolution was adopted at said meeting.

Wendy D. Meinburg, Clerk

4. Motion to adopt resolution for the Budget of Fiscal Year 2019-2020 – Supervisor Thorsby

SUPERVISOR THORSBY MOVED, supported by Treasurer Peck to adopt the resolution for the Budget of Fiscal Year 2019-2020 as listed below:

CHARTER TOWNSHIP OF FLUSHING

RESOLUTION

At a regular meeting of the Township Board of Flushing Charter Township, Genesee County, Michigan ("Township"), held at 6524 N. Seymour Road, Flushing, Michigan 48433, on the 13th day of September, 2018, at 6:00 p.m., Eastern Standard Time.

PRESENT: Frederick R. Thorsby, Terry A. Peck, Wendy D. Meinburg, Jenifer Almassy, Daniel J. McGrath, William L. Westenbarger and Linda Minarik

ABSENT: None

The following resolution was offered by Treasurer Terry Peck and supported by Clerk Wendy Meinburg:

WHEREAS, the Charter Township Act, MCL 42.1 *et seq*, as amended, requires the Township to prepare a detailed budget for the upcoming fiscal year; and

WHEREAS, the Uniform Budgeting and Accounting Act, MCL 141.421 *et seq*, as amended, which is applicable to the Township, requires that the Township pass a general appropriations act setting forth certain information for the upcoming fiscal year; and

WHEREAS, the Township Board of Flushing Charter Township (the "Board") seeks to adopt a resolution, which shall be known as the "2019-20 General Appropriations Act," which authorizes the Township to levy and collect taxes and authorize the spending of the money collected in the manner set forth below and in the approved budget document.

THEREFORE, BE IT RESOLVED by the Township Board of Flushing Charter Township, Genesee County, Michigan, as follows:

1. This resolution shall be known as the “Flushing Township 2019-20 General Appropriations Act.”

2. Pursuant to the Uniform Budgeting and Accounting Act, MCL 141.412 & 413, notice of a public hearing on Truth In Taxation and proposed budget was published in a newspaper of general circulation on August 30, 2018.

3. The Board, following notice and public hearing having approval return of the general operations levy from .4845 mills to .5 mills and the police operating levy from 3.2407 mills to 3.3441 mills, shall cause to be levied and collected the general property tax on all real and personal property within the Township upon the current tax roll at an allocated millage of .5 mills for Township operations along with voter authorized millage of 3.3796 for police purposes.

4. The Board adopts the 2018-19 fiscal year budget for the various funds by Department. The Township officials responsible for the expenditures authorized in the budget may expend township funds up to, but not to exceed, the total appropriation authorized for each Department.

5. Pursuant to MCL 41.75, as amended, all claims (bills) against the Township shall be approved by the Board prior to being paid. The Township Clerk and Treasurer may pay certain bills prior to approval by the Board to avoid late penalties, service charges and interest, and payroll in accordance with the approved salaries and wages adopted in this appropriations act. The Board shall receive a list of claims (bills) paid prior to approval so that they may be approved at the next Board meeting.

6. The fiscal year 2018-19 General Fund budget of Flushing Charter Township is hereby adopted to include wages and/or salaries as presented herein.

7. Estimated total revenues and expenditures for the various funds of the Township are:

<u>FUND</u>	<u>REVENUE</u>	<u>EXPENDITURES</u>
General	1,471,950	1,463,117
Police	1,005,628	992,093
Drug Enforcement	35	5
Trash	460,000	452,400

GENERAL FUND

REVENUE	
Taxes	235,000
Licenses and Permits	319,750
State Shared Revenue	850,000
Interest and Rentals	9,000
Other Revenue	58,200
Total Revenue and Other Sources	1,471,950
EXPENDITURES	
103 Township Board	238,952

175 Supervisor's Office	44,850
215 Clerk	61,650
201 Accounting	107,330
209 Assessing	131,690
215 Elections	30,000
253 Treasurer	127,320
265 Township Hall	71,965
270 Hall Rental Expenses	3,800
299 Public Service	499,500
218 Clerical-Water Dept	68,760
223 Zoning/Ordinance	15,000
670 Park	42,800
677 Dental	16,000
678 Vision	4,000
Total Expenditures and Other Uses	1,463,617
Net Revenues (Expenditures)	8,333
Beginning Fund Balance	1,504,844
Ending Fund Balance	1,513,177

POLICE FUND

REVENUE	1,005,628
EXPENDITURES	992,093
Net Revenues (Expenditures)	13,535
Beginning Fund Balance	621,865
Ending Fund Balance	635,400

SOLID WASTE FUND

REVENUE	460,000
EXPENDITURES	452,400
Net Revenues (Expenditures)	7,600

Beginning Fund Balance	244,114
Ending Fund Balance	251,714

8. The Township Clerk shall provide the Board at the Board meeting immediately following the end of each fiscal quarter and at the final Board meeting of the fiscal year, a report of fiscal year-to-date revenues and expenditures compared to the budgeted amounts in the various funds of the Township.

9. Whenever it appears to the Township Supervisor or the Board that the actual and probable revenues in any fund will be less than the estimated revenues upon which appropriations from such fund were based, and when it appears that expenditures will exceed an appropriation, the Township Supervisor shall present to the Board recommendations to prevent expenditures from exceeding available revenues or appropriations for the fiscal year. Such recommendations shall include proposals for reducing appropriations, increasing revenues, or both.

Yeas: 7

Nays: 0

Absentee: 0

RESOLUTION DECLARED ADOPTED.

STATE OF MICHIGAN)
) ss
 COUNTY OF GENESEE)

I, the undersigned, the duly qualified and acting clerk for the Charter Township of Flushing, Genesee County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the Township Board at a regular meeting held on the 13th day of September, 2018, and further certify that the above Resolution was adopted at said meeting.

Wendy D. Meinburg, Township Clerk

TRUSTEE ALMASSY MOVED, supported by Clerk Meinburg to amend the budget by increasing roads by \$200,000.

ACTION ON THE AMENDMENT:

ROLL CALL VOTE

AYES: Westenbarger, Almassy, Thorsby, Meinburg, McGrath, Peck and Minark

NAYS: None

THE MOTION CARRIED UNANIMOUSLY

ACTION ON THE MOTION TO ADOPT THE RESOLUTION FOR BUDGET OF FISCAL YEAR 2019-2020 AS AMENDED.

ROLL CALL VOTE

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

NAYS: None

THE MOTION CARRIED UNANIMOUSLY

5. Motion to adopt a resolution to commemorate the 100th Anniversary of the end of World War I and honor the men and women from Michigan who served our country during WWI.

TRUSTEE ALMASSY MOVED, supported by Treasurer Peck to adopt a resolution to commemorate the 100th Anniversary of the end of World War I and honor the men and women from Michigan who served our country during WWI.

TRUSTEE WESTENBARGER MOVED, supported by Clerk Meinburg to amend the motion by striking out (*of the State of Michigan*) in the first paragraph of Resolution 18-6.

ACTION ON THE MOTION:

ROLL CALL VOTE

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

NAYS: None

THE MOTION CARRIED UNANIMOUSLY

6. Creation of new fulltime police officer position starting October 1, 2018 – Supervisor Thorsby

TRUSTEE ALMASSY MOVED, supported by Trustee McGrath to create a new fulltime police officer position starting October 1, 2018.

ACTION ON THE MOTION:

ROLL CALL VOTE

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

NAYS: Westenbarger

THE MOTION CARRIED

7. Discussion tree removal and cleanup behind township hall – Supervisor Thorsby

Trustee Westenbarger spoke about clearing up the area behind the township hall of the dead trees, scrub brush, etc. He also mentioned adding another picnic table so residents who rent the township hall would have an outdoor area for use. After a brief discussion, it was decided to bring back next month after, hopefully, receiving some additional bids.

8. Approval of the cost to update the Recreational Master Plan – Supervisor Thorsby

Supervisor Thorsby explained the Recreational Master Plan would be updated by Rowe Engineering and the cost would be shared between the Township, the City of Flushing and the Flushing Schools. Total cost for update is \$8,100 divided by three for a cost of \$2,700 to the Township. Clerk Meinburg pointed out having a Recreational Master Plan in place allows the Township to apply for grants.

TRUSTEE ALMASSY MOVED, supported by Clerk Meinburg to update the Recreational Master Plan through Rowe Engineering.

ACTION ON THE MOTION:

ROLL CALL VOTE

AYES: Thorsby, Minarik, Westenbarger, Almassy, Peck and Meinburg

NAYS: McGrath

THE MOTION CARRIED

VI. REPORTS:

1. Supervisor's Report – Given by Supervisor Thorsby
2. Clerk's Report – Given by Clerk Meinburg
3. Treasurer's Report – Given by Treasurer Peck
4. Police Report – Given by Chief Fairchild
5. Fire Department Report - Given by Supervisor Thorsby

VII. PUBLIC COMMENTS:

OPEN FOR PUBLIC COMMENTS: 8:51 P.M.

One individual gave comments

CLOSED FOR PUBLIC COMMENTS: 8:54 P.M.

VIII. BOARD COMMENTS:

Board Member comments by Treasurer Peck and Trustees Westenbarger, Minarik, and Almassy.

IX. NEXT REGULAR MEETING

OCTOBER 11, 2018 at 7:00 P.M.

X. ADJOURNMENT:

TRUSTEE WESTENBARGER MOVED, supported by Trustee Minarik to adjourn the meeting at 8:21 P.M.

THE MOTION CARRIED UNANIMOUSLY.

WENDY D. MEINBURG, Clerk

FREDERICK R. THORSBY, Supervisor

APPROVED DATE _____

RECORDING SECRETARY: Joyce A. Wilson, Deputy Clerk

09/13/2018