

CHARTER TOWNSHIP OF FLUSHING

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

DATE: AUGUST 12, 2021

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:

William Bain
Linda Minarik
William L. Westenbarger
Sharilynn K. Willette

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:** Peck, Thorsby, Willette, Westenbarger, Bain, Minarik and Meinburg. Attorney Steven Moulton was also present.

MEMBERS ABSENT: None

OTHER INDIVIDUALS PRESENT: Thirteen (13)

APPROVAL OF AGENDA FOR AUGUST 12, 2021:

TREASURER PECK MOVED, supported by Trustee Willette to approve the agenda as submitted for the August 12, 2021 meeting.

THE MOTION CARRIED UNANIMOUSLY.

APPROVAL OF DRAFT MINUTES OF THE BOARD MEETING OF JULY 8, 2021

CLERK MEINBURG MOVED, supported by Trustee Minarik to approve the minutes of the July 8, 2021 Board Meeting.

THE MOTION CARRIED UNANIMOUSLY.

APPROVAL OF PAYMENT OF BILLS

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

THE MOTION CARRIED UNANIMOUSLY.

III. PUBLIC COMMENTS:

OPEN FOR PUBLIC COMMENTS: 7:02 P.M.

Four individuals made comment.

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

IV. UNFINISHED BUSINESS:

None

V. NEW BUSINESS:

1. Presentation of yearly audit by Yeo and Yeo.

Ms. Jamie Rivette, of Yeo & Yeo gave a brief report of the audit that was performed by Yeo & Yeo. Karla Carpenter, Finance Director for the Charter Township of Flushing was in attendance. Ms. Rivette thanked Karla for her professionalism and hard work throughout the audit process.

2. Motion to approve the Audit as presented.

TRUSTEE WESTENBARGER MOVED, supported by Trustee Minarik to approve the Audit as presented.

ACTION ON THE MOTION

ROLL CALL VOTE:

AYES: Meinburg, Westenbarger, Thorsby, Bain, Peck, Minarik and Willette

NAYS: None

THE MOTION CARRIED UNANIMOUSLY.

3. PUBLIC HEARING – NOTICE OF PUBLIC HEARING ON TRUTH AND TAXATION MILLAGE CALCULATIONS AND RETURN MILLAGE RATES TO PREROLLED BACK RATES.

PUBLIC HEARING OPENED 7:23 P.M.

Supervisor Thorsby gave a brief explanation of the rollback with the help of Township Assessor, Dennis Judson.

-Trustee Minarik inquired if rollback was coming out of General Fund.

-Treasurer Peck commented.

-Jenny Lindeman inquired of approximate increase for tax payer.

PUBLIC HEARING CLOSED 7:29 P.M.

4. Motion to approve RESOLUTION 21-09, A RESOLUTION REGARDING MILLAGE LEVY (TRUTH IN TAXATION) FOR 2021 better known as the "Flushing Township 2021 Millage Levy Authorization" adopted pursuant to MCL 211.24e(3).

TREASURER PECK MOVED, supported by Trustee Westenbarger to approve Resolution 21-09, A RESOLUTION REGARDING MILLAGE LEVY (TRUTH IN TAXATION) FOR 2021.

ACTION ON THE MOTION

ROLL CALL VOTE:

AYES: Thorsby, Willette, Bain, Minarik, Westenbarger, Peck and Meinburg

NAYS: None

THE MOTION CARRIED UNANIMOUSLY.

5. PUBLIC HEARING - NOTICE OF PUBLIC HEARING TO CONSIDER SPECIAL ASSESSMENT FOR REPAIR AND MAINTENANCE OF THE COLDWATER ROAD EXTENSION FOR FLUSHING, MICHIGAN.

PUBLIC HEARING OPENED 7:31 P.M.

Supervisor Thorsby gave an explanation for the need of a Special Assessment for the Coldwater Road Extension, and the Township's role in collecting funds, holding funds and paying bills for repairs and maintenance authorized by property owners.

-Mr. Fred Meredith commented emphasizing the Township does not authorize any work on the road, they simply collect funds and pay the bills accordingly. Any work is determined solely by the property owners on the Coldwater Road Extension.

-Carrie Justice commented.

PUBLIC HEARING CLOSED 7:39 P.M.

Attorney Steve Moulton explained the approval process for a special assessment. Resolution 21-12 indicates that proper steps were taken, signatures obtained on a petition of the 15 separate parcel owners. With approval, the Township Board has authorized the amount of \$300 to be placed on tax bills for these 15 parcels in which the Township will collect, hold and disperse the money as directed by the property owners. The Special Assessment will identify exactly which properties are included by property owner name, address and parcel number, and will last for a period of 5 years.

CLERK MEINBURG MOVED, supported by Treasurer Peck to approve Resolution 21-12 to create a Special Assessment for Coldwater Road Extension.

ACTION ON THE MOTION

ROLL CALL VOTE:

AYES: Peck, Bain, Meinburg, Willette, Thorsby, Westenbarger and Minarik

NAYS:

THE MOTION CARRIED UNANIMOUSLY.

6. Motion to take action on Resolution 21-08, A RESOLUTION TO ESTABLISH A MORATORIUM ON ISSUANCE OF BUILDING PERMITS TO CONSTRUCT (NEW BUILD) OR REMODEL A RESIDENTIAL STRUCTURE WITH NEW OR ADDED ELECTRICAL SERVICE TOTALING MORE THAN 200 AMPS.

TREASURER PECK MOVED, supported by Trustee Willette to cancel Resolution 21-08.

ACTION ON THE MOTION

ROLL CALL VOTE:

AYES: Meinburg, Willette, Bain, Peck, Minarik, Westenbarger and Thorsby

NAYS: None

THE MOTION CARRIED UNANIMOUSLY.

7. Motion to approve the Second Reading of Text Amendment to Home Occupation Ordinance No. 2021-01 AN ORDINANCE TO AMEND (1) ARTICLE II DEFINITIONS, (2) ARTICLE IV SITE REGULATIONS TO ADD SEC.20-421 HOME OCCUPATION, (3) ARTICLE VII DISTRICT REGULATIONS SECTION 20-701 ZONING DISTRICT USES, AND (4) ARTICLE XVIII SPECIAL USE PERMITS SEC. 20-1803 STANDARDS FOR NON-DISCRETIONARY SPECIAL LAND USE PERMITS (A)HOME OCCUPATION

CLERK MEINBURG MOVED, supported by Trustee Minarik to approve the Second Reading of Text Amendment to Home Occupation Ordinance No. 2021-01.

ACTION ON THE MOTION

ROLL CALL VOTE:

AYES: Peck, Minarik, Willette, Bain, Thorsby and Meinburg

NAYS: Westenbarger
THE MOTION CARRIED.

8. Motion to approve lease agreement with Crown Castle.

CLERK MEINBURG MOVED, supported by Trustee Willette to approve the lease agreement with Crown Castle.

ACTION ON THE MOTION

ROLL CALL VOTE:

AYES: Peck, Meinburg, Minarik, Bain, Willette, Westenbarger and Thorsby

NAYS: None

THE MOTION CARRIED UNANIMOUSLY.

9. Motion to approve Resolution 21-10, A RESOLUTION TO ALLOW BIKES ON THE BRICKS TO RIDE THROUGH FLUSHING TOWNSHIP ON 9/11/21.

TRUSTEE WESTENBARGER MOVED, supported by Trustee Willette to approve Resolution 21-10 to allow Bikes on the Bricks to ride through Flushing Township on 9/11/21.

THE MOTION CARRIED UNANIMOUSLY.

10. Motion to approve Resolution 21-11, A RESOLUTION TO UPDATE AUTHORIZED SIGNATURE CARD FOR GENESEE COUNTY COMMUNITY DEVELOPMENT PROGRAM GRANT.

TRUSTEE WILLETTE MOVED, supported by Clerk Meinburg to approve Resolution 21-11 to update authorized signature card for Genesee County Community Development Program Grant.

THE MOTION CARRIED UNANIMOUSLY.

11. Motion to approve quarterly budgets ending March 31, 2021 and June 30, 2021.

TREASURER PECK MOVED, supported by Trustee Willette to approve the quarterly budgets ending March 31, 2021 and June 30, 2021.

ACTION ON THE MOTION

ROLL CALL VOTE:

AYES: Thorsby, Westenbarger, Meinburg, Bain, Peck, Willette and Minarik

NAYS: None

THE MOTION CARRIED UNANIMOUSLY.

VI. REPORTS:

1. Supervisor's Report– Given by Supervisor Thorsby

Monthly Building Report
Fire Department Report

Supervisor Thorsby reported that Emterra is crediting the township \$3538.15 on their annual bill to compensate for the several weeks they were unable to pick up recycling.

2. Clerk's Report – Clerk Meinburg

Clerk Meinburg reported that Rowe Engineering is currently working on Codification of all ordinances for the Charter Township of Flushing.

- 3. Treasurer's Report– Treasurer Peck
- 4. Police Department Report – Given by Chief Bolin

Chief Bolin expressed gratitude and appreciation for the support and collaborative effort of many during the recent microburst storm which caused significant damage and destruction within the township. Chief also reported of the hiring of two new part-time administrative assistants to the Police Department, Pam Cookingham and Ashley Hawley.

VII. PUBLIC COMMENTS

OPEN FOR PUBLIC COMMENTS: 8:17 P.M.

Three individuals gave comment.

CLOSED FOR PUBLIC COMMENTS: 8:28 P.M.

VIII. BOARD COMMENTS

Trustee Westenbarger suggested that the Township should invest in a generator for the township building. Supervisor Thorsby stated he is looking into requesting federal assistance to purchase a generator for the township as it is quite costly.

Trustee Minarik inquired whether Clayton Township had agreed to share in the cost with the City of Flushing to repair the parking lot of the Flushing Area Senior Center and the Genesee District Library. No word on this yet. Trustee Minarik also inquired about when the Township's new flag pole would be placed. Treasurer Peck stated he picked up flagpole today and it should be installed within the week. Trustee Minarik also inquired as to whether the Township Hall is available for rental yet. Hall rentals have resumed.

Trustee Willette shared that Thursday, August 19, 2021 is Gary Nickel Day and there will be community events to honor him. Trustee Willette also received a compliment on Flushing Township's Nature Park about how well maintained it is.

IX. NEXT REGULAR MEETING: September 9, 2021

X. ADJOURNMENT:

TRUSTEE WESTENBARGER MOVED, supported by Trustee Minarik to adjourn the meeting at 8:32 P.M.

THE MOTION CARRIED UNANIMOUSLY.

WENDY D. MEINBURG, Clerk

FREDERICK R. THORSBY, Supervisor

APPROVED DATE _____

RECORDING SECRETARY: Wendy D. Meinburg, Clerk
08/12/2021