

CHARTER TOWNSHIP OF FLUSHING

6524 N. Seymour Road, Flushing, MI 48433

P (810) 659-0800 F (810) 659-4212

www.flushingtowship.com

REGULAR BOARD MEETING MINUTES

DATE DECEMBER 12TH, 2024 TIME: 7:00 P.M.

ADMINISTRATION MEMBERS

SUPERVISOR: Frederick R. Thorsby

CLERK: Wendy D. Meinburg

TREASURER: Terry A. Peck

TRUSTEES

William Bain

Linda Minarik

Joshua Upleger

Andrew Eichorn

I. DATE AGENDA POSTED: DECEMBER 10TH, 2024

II. MEETING CALLED TO ORDER at 7:00 P.M. by **SUPERVISOR THORSBY** followed by Roll Call and the Pledge of Allegiance to the American Flag.

ROLL CALL: Eichorn, Thorsby, Peck, Upleger, Bain, Minarik and Meinburg

MEMBERS ABSENT: None

OTHER INDIVIDUALS PRESENT: Twelve (12) others present.

APPROVAL OF AGENDA FOR DECEMBER 12TH, 2024.

TREASURER PECK MOVED, supported by **Trustee Bain** to approve December 12th Agenda as presented.

THE MOTION CARRIED

APPROVAL OF PREVIOUS MINUTES for November 14TH, 2024.

CLERK MEINBURG MOVED, supported by **Treasurer Peck** to approve November 14th, 2024 minutes as presented.

THE MOTION CARRIED.

APPROVE PAYMENT OF BILLS LISTED

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

ACTION ON MOTION

ROLL CALL VOTE

AYES: Thorsby, Eichorn, Minarik, Upleger, Peck, Meinburg and Bain

NAYS: None

ABSENT: None

THE MOTION CARRIED

III. PUBLIC COMMENTS:

OPEN TO PUBLIC COMMENT at 7:02 P.M.

No public comment.

CLOSED TO PUBLIC COMMENT at 7:02 P.M.

IV. UNFINISHED BUSINESS:

None.

V. NEW BUSINESS:

1. Discussion and possible motion on Sewer System Agreement for Granich Heights and Ponderosa Subdivision with Genesee County Drain Commission.

Supervisor Thorsby went over briefly why the Sewer System Agreement for Granich Heights and Ponderosa Subdivision with Genesee County Drain Commission should be eliminated due to lack of funding and 64 homes have already purchased new septic systems. Lack of funding from State due to average household income is higher than other projects that need State funding.

TREASURER PECK MOTIONED, supported by Clerk Meinburg to eliminate Sewer System Agreement for Granich Heights and Ponderosa Subdivision with Genesee County Drain Commission.

After some discussion on how many septic systems are new. And the roads still need to be redone the following motion was made.

ACTION ON MOTION

ROLL CALL VOTE:

AYES: Thorsby, Eichorn, Minarik, Upleger, Peck, Meinburg and Bain

NAYS: None

ABSENT: None

THE MOTION CARRIED.

2. Discussion and possible motion on 2025 Meeting Dates.

After some discussion about changing Planning Commission Meetings from 7pm to 6pm, with Planning Commissioners in agreement. And asking Board of Trustees if they would like to change the Board of Trustees Meetings from the second Thursday of each month at 7pm to the second Tuesday of each month at 6pm. The following motion was made.

CLERK MEINBURG MOTIONED, supported by Treasurer Peck to change Planning Commission meeting dates to the 2nd Monday of each month at 6pm and Board of Trustee meeting dates from the second Thursday of each month at 7pm to the second Tuesday of each month at 6pm.

THE MOTION CARRIED.

2025 MEETING DATES

*Indicates dates changed due to Election or Holiday

CHARTER TOWNSHIP OF FLUSHING

6524 N. SEYMOUR ROAD

FLUSHING, MICHIGAN 48433

PHONE 810-659-0800

FAX 810-659-4212

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

2025 MEETING DATES

*Indicates dates changed due to Election or Holiday

BOARD OF TRUSTEES

2nd Tuesday of the Month – 6:00p.m.

January 14, 2025
February 11, 2025
March 11, 2025
April 8, 2025
May 13, 2025
June 10, 2025

July 8, 2025
August 12, 2025
September 9, 2025
October 14, 2025
*November 18, 2025
December 9, 2025

ZONING BOARD OF APPEALS

MEETING DATES AND TIMES SET AS NEEDED

PLANNING COMMISSION

2nd Monday of the Month – 6:00 P.M.

January 13, 2025
February 10, 2025
March 10, 2025
April 14, 2025
May 12, 2025
June 9, 2025

July 14, 2025
August 11, 2025
September 8, 2025
*October 6, 2025
November 10, 2025
December 8, 2025

BOARD OF REVIEW

MEETING DATES AND TIMES ARE SET BY THE ASSESSOR

Wendy D. Meinburg, Clerk

Meeting Dates Approved _____

3. Discussion and possible motion to select Architect for remodel

After some discussion on bids from John K. Costa, AIA Architectural Design & Consultation, PLLC. And H2A Architects. The following motion was made.

TREASURE PECK MOTIONED, supported by Clerk Meinburg to accept H2A's bid for office remodel.

Some discussion was made about cost difference and how H2A may have been a little higher but specified how involved they will be. Costa did not specify this, and both were sent the same bid requests.

H2A came highly recommended by Rowe Engineering. And has done other projects for us. They are very involved in the projects they do.

Clerk Meinburg would like to have project overseen by a project manager for election equipment and secured documents.

Funds from Treasurer Peck's investments are paying for the project. And Clerk Meinburg has applied for an Election Security Grant that may pay for some of the project cost as well.

ACTION ON MOTION

ROLL CALL VOTE:

AYES: Bain, Meinburg, Thorsby and Peck

NAYS: Eichorn, Minarik and Upleger

ABSENT: None

THE MOTION CARRIED.

4. Discussion and possible motion of Fee Schedule.

Supervisor Thorsby briefly explained the changes in fee schedule needing to be made.

COMMERCIAL SITE PLAN REVIEW:

-Including taking the fee off escrow and making the business responsibility so instead of \$2500 from escrow if approved, will be \$3500 to \$10,000 depending on project scope.

ZONING BOARD OF APPEALS:

-removing all additional fees and only having one fee for variance and meeting at \$650

CHARTER TOWNSHIP OF FLUSHING
 USER FEES APPROVED NOVEMBER 9th, 2023

COMMERCIAL SITE PLAN REVIEW	\$650
+ ENGINEERING REVIEW	+ \$800
+ ESCROW	+ \$2,500
+ DEPENDING ON PROJECT SCOPE	\$3500 TO \$10,000
FENCE PERMIT	\$50
DOG KENNEL PERMIT	\$100
SIGN PERMIT	
COMMERCIAL	\$200
RESIDENTIAL	\$50
PEDDLERS PERMIT (6 MONTHS)	\$150
LAND COMBINATION	
COMMERCIAL	\$300
RESIDENTIAL	\$50
LAND DIVISION	
COMMERCIAL	\$300
RESIDENTIAL	\$100
HOME OCCUPATION	
HOME BUSINESS	\$100
MEDICAL CAREGIVER PERMIT	\$250
MEDICAL CAREGIVER PERMIT RENEWAL	\$50
EARTH REMOVAL	
PERMIT (PLUS BOND WHERE NEEDED)	\$100
RENEWAL PERMIT	\$50
ZONING BOARD OF APPEALS	
VARIANCE AND MEETING (COMMERCIAL)	\$650
SPECIAL MEETING (COMMERCIAL)	\$800
VARIANCE AND MEETING (RESIDENTIAL)	\$500
SPECIAL MEETING (RESIDENTIAL)	\$600
VARIANCE AND MEETING	\$650
PLANNING COMMISSION SPECIAL MEETING	\$800

CLERK MEINBURG MOTIONED, supported by Treasurer Peck to approve new fee schedule as presented.

THE MOTION CARRIED.

- Motion to approve appointments/reappointments to the Planning Commission of Matthew Strnad for a 3-year term ending December 2027, Vicki Peivandi for a 3-year term ending December 2027, Terry Peck for a 4-year term ending December 2028, Michael Moon for a 2-year term ending December 2026 and Amy Bart-Bolin for a 3-year term ending December 2027.

After some discussion the following motion was made.

CLERK MEINBURG MOTIONED, supported by Treasurer Peck to approve appointments/reappointments to the Planning Commission of Matthew Strnad for a 3-year term ending December 2027, Vicki Peivandi for a 3-year term ending December 2027, Terry Peck for a 4-year term ending December 2028, Michael Moon for a 2-year term ending December 2026 and Amy Bart-Bolin for a 3-year term ending December 2027.

ACTION ON MOTION

ROLL CALL VOTE:

AYES: Upleger, Thorsby, Eichorn, Meinburg, Minarik, Peck and Bain

NAYS: None

ABSENT: None

THE MOTION CARRIED.

6. Motion to approve appointments/reappointments to the Zoning Board of Appeals of Steven Moulton for a 3-year term ending December 2027, Fred Peivandi for a 4-year term ending December 2028 and Thomas Nichols for a 4-year term ending December 2028.

After some discussion the following motion was made.

CLERK MEINBURG MOTIONED, supported by Treasurer Peck to approve appointments/reappointments to the Zoning Board of Appeals of Steven Moulton for a 3-year term ending December 2027, Fred Peivandi for a 4-year term ending December 2028 and Thomas Nichols for a 4-year term ending December 2028.

ACTION ON MOTION

ROLL CALL VOTE:

AYES: Peck, Bain, Meinburg, Thorsby, Upleger, Minarik and Eichorn

NAYS: None

ABSENT: None

THE MOTION CARRIED.

7. Motion to approve appointments/reappointments to approve reappointments to the Senior Center of Terry Pattillo, Richard Bigelow and Sharilynn Willette for the year of 2025

After some discussion the following motion was made.

CLERK MEINBURG MOTIONED, supported by Trustee Bain to approve appointments/reappointments to the Senior Center of Terry Pattillo, Richard Bigelow and Sharilynn Willette for the year of 2025

ACTION ON MOTION

ROLL CALL VOTE:

AYES: Meinburg, Eichorn, Bain, Peck, Minarik, Upleger and Thorsby

NAYS: None

ABSENT: None

THE MOTION CARRIED.

8. Motion to approve appointments/reappointments to the Compensation Commission of Alan Fahlen for a 5-year term ending December 2029, Jennifer Davidek for a 5-year term ending December 2029 and Jean Flader for a 5-year term ending December 2029

After some discussion the following motion was made.

TREASURER PECK MOTIONED, supported by Clerk Meinburg to approve appointments/reappointments to the Compensation Commission of Alan Fahlen for a 5-year term ending December 2029, Jennifer Davidek for a 5-year term ending December 2029 and Jean Flader for a 5-year term ending December 2029

ACTION ON MOTION

ROLL CALL VOTE:

AYES: Peck, Minarik, Eichorn, Bain, Upleger, Thorsby and Meinburg

NAYS: None

ABSENT: None

THE MOTION CARRIED.

VI. REPORTS:

1. Supervisor's Report – Supervisor
Monthly Building Report
FANG Activity Report

Supervisor Thorsby

- Briefly went over reports.
- Mentioned the DNR Ok'd the Kayak launch.

2. Clerk's Report – Clerk

Clerk Meinburg

- Went over Senate Bills 401-404 and how they will affect us as a Township.

3. Treasurer's Report – Treasurer
Financial Report March 2024
Water Report

Treasurer Peck

- Briefly went over reports.

4. Zoning Administrator
Zoning and Code Enforcement Report

Zoning Administrator Czyzio

- Briefly went over reports
- Valero Station is looking good and hopefully will be up and running in 20 or so days.
- Ordinances that are being looked at to bring up to date with Rowe Engineering's help with verbiage.
- Power to new Township Sign should be put in, in a week or so.

5. Flushing Township Police Department – Chief

Chief VanAlstine

- Thanked the Township for a job well done as always.
- Spoke on behalf of Tom Nichols. He is a good man.
- Next week new car will be done and ready.
- Welcomed New hire Officer Redds. Spoke of all the experience he has and how lucky we are to have him.

- 50 + toys were donated by The River Church for those in need and Flushing Schools are gift wrapping.

VII. PUBLIC COMMENTS:

Opened for public comment at 8:06 P.M.

NONE

Closed for public comment at 8:06 P.M.

VIII. BOARD COMMENTS

Opened for board comments at 8:07 P.M.

Trustee Bain – Told a heartfelt personal Christmas Story and how others in the community affected him, and reminded everyone it doesn't take a lot to let someone know you care with a small gift. It doesn't matter if it is expensive, it only matters that it was given from the heart.

Clerk Meinburg – Reminded the Board of Trustees about the Class they signed up for on Tuesday 12-17-2024 in Frankenmuth.

Trustee Minarik – wanted to make sure any late items for the packet were added to the website.

Closed for board comments at 8:14 P.M.

IX. NEXT REGULAR MEETING:

January 14th, 2024 AT 6:00 P.M.

X. ADJOURNMENT

TRUSTEE BAIN MOVED, supported by Trustee Minarik to adjourn the meeting at 8:14 P.M.

WENDY D. MEINBURG, Clerk

APPROVED DATE

FREDERICK R. THORSBY, Supervisor