



TOWNSHIP OF FLYNN
REGULAR MONTHLY BOARD MEETING MINUTES
February 13, 2024

7:00 P.M. – Regular Monthly Board Meeting at the Flynn Township Senior Center

MEMBERS PRESENT: Supervisor Grant Burgess, Clerk Robert Vinande, Treasurer Brent Banks, Trustee Bob Alexander and Trustee Jeff Keesler

MEMBERS ABSENT: None

OTHERS: Deputy Supervisor Gene Burgess and Commissioner Christine Lee

REGULAR AGENDA:

- **PLEDGE OF ALLEGIANCE**
- **REGULAR BOARD MEETING CALLED TO ORDER BY** Supervisor Grant Burgess at 7:00 p.m.
- **ASSESSOR’S REPORT**
 - Supervisor Burgess noted the next Board of Review Meeting dates are:
 - March 11, 2024 – 3 p.m. to 9 p.m.
 - March 12, 2024 – 9 a.m. to 3 p.m.
- **COMMISSIONER’S REPORT**
 - Commissioner Christine Lee’s Report is attached starting on page 5 of this document.
- **PUBLIC COMMENT**
 - None

- **APPROVAL OF MINUTES**

- A motion made by Treasurer Brent Banks and seconded by Trustee Jeff Keesler to approve the Jan. 9th minutes. **MOTION CARRIED**

- **APPROVAL OF TOWNSHIP TREASURER’S REPORT**

- A motion made by Trustee Jeff Keesler and seconded by Clerk Robert Vinande to approve the January Treasurer’s Report. **MOTION CARRIED**

- **APPROVAL OF TOWNSHIP EXPENSES:**

- A motion made by Trustee Bob Alexander and seconded by Trustee Jeff Keesler to accept the February bills as presented on February 13, 2024 for a total of \$2,334.35. **MOTION CARRIED**

UNFINISHED BUSINESS:

- **SENIOR CENTER / PARK**

- No discussion.

- **NATURE CENTER**

- No discussion.

- **ROADS**

- No discussion.

- **CLERK’S ITEMS**

- Omark Cemetery
 - Discussion was held regarding replacement of the front fence at the Omark Cemetery; different options instead of a fence was discussed. No action taken at this time.
 - Supervisor Burgess reviewed a bid received for moving and general cleanup of the Omark Cemetery for 2024. Discussion followed and topic tabled until next meeting. **ACTION ITEM** – Clerk Vinande to add it to the March agenda.

NEW BUSINESS:

- **SENIOR CENTER / PARK**

- No discussion.

- **NATURE CENTER**

- No discussion.

- **ROADS**

- Supervisor Burgess reviewed the proposed agreement from the Sanilac County Road Commission for road gravel in 2024. Discussion followed and topic tabled until next meeting. **ACTION ITEM** – Clerk Vinande to add it to the March agenda.
- The board discussed the 2020-2023 1 mill Road Millage which has expired. **ACTION ITEM** – Clerk Vinande to research what is required to propose a 1.5 mill proposal for the August 2024 ballot.

- **CLERK’S ITEMS**

- Established Wednesday, July 10, 8 a.m. to Noon, as the 2024 Flynn Township Scrap Tire Recycling Event.
ACTION ITEM – Clerk Vinande to contact the Sherrif’s office regarding availability of the jail crew for loading assistance.
- A draft 2024-2025 Budget was shared with the board members. No 2023-2024 Budget Amendments are required.
- Clerk Vinande distributed the 2024 Candidate Filing documentation for Flynn Township Officials. Documents are available, for those interested, by request from Clerk Vinande. Those wishing to file must do so (including all required completed filing documents) by April 23 @ 4 p.m. with Clerk Vinande.
- The township is prepared for the Michigan Presidential Primary voting.

OTHER:

- Brown City Fire Authority
 - No update
- Upcoming Meetings:
 - Michigan Presidential Primary Early Voting – Sat. February 17 to Sun. February 25, 2024 @ Sanilac Emergency Operations Training Center, 95 Dawson Street in Sandusky
 - Michigan Presidential Primary Election – Tue. February 27, 2024, 7 a.m. – 8 p.m. @ Flynn Twp. Senior Center
 - Board of Review Meeting – Mon. March 11, 3 p.m. to 9 p.m. and Tue. March 12, 2024, 9 a.m. to 3 p.m.
 - Flynn Township Budget Hearing – Tue. March 12, 2024, 6:45 p.m.
 - April Flynn Township Board Meeting – Tue. April 9, 2024, 7 p.m.
 - April Sanilac County Chapter of the MTA – Wed. April 10, 2024, 6 p.m. @ Liberty Lanes.

ADJOURNMENT:

- A motion was made by Trustee Bob Alexander and seconded by Treasurer Brent Banks to adjourn the meeting. **MOTION CARRIED**

NEXT MEETING:

- The Flynn Township 2024-2025 Budget Hearing will be held on March 12, 2024 @ 6:45 p.m. at the Flynn Township Senior Center.
- The Flynn Township Board Meeting will be held on March 12, 2024 @ 7:00 p.m. at the Flynn Township Senior Center.

**Commissioner's Report – District 5
City/Village/Townships**

January 16, 2024

Board of Commissioner

APPOINTS DAN FINN TO THE S.A.V.E PARTNERSHIP MILLAGE BOARD FOR A PARTIAL THREE (3) YEAR TERM, EXPIRING 12/31/2026.

FA-008-24 - APPROVED THE PAYMENT OF CURRENT CLAIMS FOR 2023 IDENTIFIED ON THE ACCOUNTS PAYABLE REPORT DATED JANUARY 9, 2024, FOR THE GENERAL BANK ACCOUNT IN THE AMOUNT OF \$66,180.04.

FA-009-24 - APPROVED THE PAYMENT OF CURRENT CLAIMS FOR 2024 IDENTIFIED ON THE ACCOUNTS PAYABLE REPORT DATED JANUARY 9, 2024, FOR THE GENERAL BANK ACCOUNT IN THE AMOUNT OF \$128,806.40.

FA-010-24 - APPROVED THE FOLLOWING AMENDMENTS AND ESTABLISHES THE FOLLOWING ACCOUNTS:

2024 BUDGET AMENDMENTS REVENUE:

Increase: 508-751-617.002 Camping Fees-Lexington \$(1,000.00)

Increase: 508-751-617.017 Camping Fees-CC-Lexington \$(12,000.00)

Increase: 508-751-617.003 Camping Fees-Evergreen \$(20,000.00)

Increase: 508-751-617.018 Camping Fees-CC-Evergreen \$(40,000.00)

Increase: 508-751-617.001 Camping Fees-Forester \$(60,000.00)

Increase: 508-751-617.019 Camping Fees-CC-Forester \$(30,000.00)

Decrease: 508-751-400.001 Beginning Balance \$163,000.00

EXPENSE:

Increase: 508-751-975.002 Bldg Improve/Additions-Lexington \$(150,000.00)

Increase: 101-262-851.000 Postage \$(11,493.31)

Decrease: 101-849-941.000 Contingency \$11,493.31

Decrease: 508-751-941.000 Contingency \$150,000.00

FURTHER ESTABLISH THE FOLLOWING ACCOUNTS:

215-289-702.015 Wages-FTE's-Transcripts

701-000-263-224 Bonds-Const & Land Use-2024

239-000-257.000 Accrued Payroll 101-430-955.053

Misc. Expense-Storage Discussion followed.

FA-011-24 - APPROVED THE PAYMENT OF ADDITIONAL GENERAL FUND BANK ACCOUNT CHECKS CHARGED TO DECEMBER, 2023 AS FOLLOWS:

ADDITIONAL GENERAL FUND BANK ACCOUNT CHARGES FOR DECEMBER 2023

\$711,087.50 ACH PAYMENTS

\$48,890.27 ONLINE BILL PAY

\$231,380.21 CHECKS \$991,357.98 TOTAL

NFA-002-24 - SCHEDULES A PUBLIC HEARING ON THE MICHIGAN COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG); FUNDING FOR MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY'S HOUSING IMPROVING LIVABILITY (CHILL) PROGRAM FOR FEBRUARY 6, 2024, AND DIRECTS THE BOARD'S SECRETARY TO PUBLISH THE LEGAL NOTICE.

February 6, 2024

Board of Commissioner

PRESENTATION: Bryant Wilke, Health Officer of the Sanilac County Health Department, presented a Sanilac County Medical Examiner snapshot report from 2018 through 2023.

PUBLIC HEARING: Chairman Block opened the public hearing regarding the Michigan Community Development Block Grant (CDBG) Funding for Michigan State Housing Development Authority's Housing Improving Local Livability (CHILL) Program.

INTERVIEW: Drug Task Force Board - William Gray.

APPOINTS WILLIAM GRAY TO THE DRUG TASK FORCE BOARD FOR A PARTIAL TWO (2) YEAR TERM, EXPIRING 12/31/2025.

COMMISSIONER HEBERLING APPOINTED LISA KENNY, DISTRICT 3 REPRESENTATIVE, TO THE BROWNFIELD REDEVELOPMENT BOARD FOR A PARTIAL THREE (3) YEAR TERM, EXPIRING 12/31/2025.

General Resolutions:

ADOPTS THE FOLLOWING: COMMUNITY DEVELOPMENT BLOCK GRANT HOUSING IMPROVING LOCAL LIVABILITY (CHILL) PROGRAM RESOLUTION

ADOPTS THE FOLLOWING: SANILAC COUNTY BOARD OF COMMISSIONERS RESOLUTION TO ADOPT A NEW COUNTY MASTER PLAN.

FA-012-24 - APPROVES THE PAYMENT OF CURRENT CLAIMS FOR 2023 IDENTIFIED ON THE ACCOUNTS PAYABLE REPORT DATED JANUARY 30, 2024, FOR THE GENERAL BANK ACCOUNT IN THE AMOUNT OF \$69,964.07.

FA-013-24 – APPROVES THE PAYMENT OF CURRENT CLAIMS FOR 2024 IDENTIFIED ON THE ACCOUNTS PAYABLE REPORT DATED JANUARY 30, 2024, FOR THE GENERAL BANK ACCOUNT IN THE AMOUNT OF \$134,944.39.

FA-015-24 - AUTHORIZES THE FUNDING OF POSTAGE FOR THE STATE MANDATED ELECTION MAILING OF 31,063 POSTCARDS AT \$.363 EACH, AT A COST NOT TO EXCEED \$11,493.31, WITH FUNDING FROM THE COUNTY CLERK’S ELECTION BUDGET, FOR IMMEDIATE APPROVAL.

FA-016-24 - APPROVES THE ECONOMIC DEVELOPMENT CORPORATION AGREEMENT BETWEEN HURON COUNTY ECONOMIC DEVELOPMENT CORPORATION AND THE COUNTY OF SANILAC, FOR A ONE YEAR TERM COMMENCING ON JANUARY 1, 2024 THROUGH DECEMBER 31, 2024, AT A COST NOT TO EXCEED \$30,000.00, WITH FUNDING FROM THE ENVIRONMENTAL TRUST FUND AND FURTHER AUTHORIZES THE BOARD CHAIRMAN SIGN THE NECESSARY AGREEMENT.

FA-017-24 - AUTHORIZES THERMALNETICS TO REPLACE OR REPAIR SEVERAL ITEMS TO ROOF TOP UNIT 4 AT THE SHERIFF’S OFFICE AT A COST NOT TO EXCEED \$7,440.00, WITH FUNDING FROM SHERIFF’S MAINTENANCE FOR IMMEDIATE APPROVAL.

FA-018-24 - AUTHORIZES THE PAYMENT OF THE REGISTRATION FEES TO MICHIGAN STATE UNIVERSITY’S SCHOOL OF STAFF AND COMMAND FOR LT. NICHOLE KEINATH, AT A COST NOT TO EXCEED \$3,700.00, WITH FUNDING FROM CORRECTIONS TRAINING, ALONG WITH REIMBURSEMENT OF 75% FROM AN MMRMA GRANT UPON SUCCESSFUL COMPLETION OF THE PROGRAM.

FA-019-24 - APPROVES THE FY2024 SECTION 5311 OPERATING FORMULA GRANTS FOR RURAL AREAS PROGRAMS.

FA-020-24 - APPROVES A THREE-YEAR INDEPENDENT CONTRACT AGREEMENT BETWEEN SANILAC COUNTY AND WILLIAM STARBIRD M.D., EFFECTIVE JANUARY 1, 2024 TO DECEMBER 31, 2026, WITH FUNDING FROM THE MEDICAL EXAMINER BUDGET.

FA-021-24 - AWARDS AND AUTHORIZES GRAVES CARPENTRY, LLC, THE BID FOR THE PURPOSE OF REPLACING THE HEALTH DEPARTMENT’S FLOOR IN THE FIRST FLOOR WOMEN’S RESTROOM, AT A COST NOT TO EXCEED \$7,000.00, WITH FUNDING FROM THE BUILDING & GROUNDS BUDGET.

FA-022-24 - APPROVES THE RETIREMENT PLAN INVESTMENT ADVISORY AGREEMENT BY AND BETWEEN INTEGRATED AND SANILAC COUNTY.

FA-023-24 - APPROVES THE AMENDED CONTRACT FOR ENGINEERING SERVICES WITH ROWE PROFESSIONAL SERVICES COMPANY, FOR THE EVERGREEN PARK IMPROVEMENTS PROJECTS AT AN ADDITIONAL COST OF \$8,500.00, WITH FUNDING FROM THE PARKS MILLAGE, FOR IMMEDIATE APPROVAL.

Public Comments:

Diane Ferguson, Watertown Twp. Resident, commented on a variety of topics.

Richard Hall, Sanilac Transportation Executive Director, gave an overview of events and services that are provided.

Mr. Hall stated that the next food drive will take place on February 14th at 110 Campbell Rd., Sandusky.

Christine J. Lee, Commissioner – District 5

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