



**TOWNSHIP OF FLYNN**  
**REGULAR MONTHLY BOARD MEETING MINUTES**  
**October 8, 2024**

8:00 P.M. – Regular Monthly Board Meeting at the Flynn Township Senior Center

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

**MEMBERS ABSENT:** Trustee Jeff Keesler

**OTHERS:** Assessor Thomas Lupo, Deputy Supervisor Gene Burgess and Commissioner Christine Lee.

**REGULAR AGENDA:**

- **PLEDGE OF ALLEGIANCE**
- **ASSESSOR’S REPORT**
  - 2025 Tax Database in process
- **COMMISSIONER’S REPORT**
  - Commissioner Christine Lee’s Report is attached starting on page 3 of this document.
- **PUBLIC COMMENT**
  - None
- **APPROVAL OF MINUTES**
  - A motion was made by Trustee Bob Alexander and seconded by Treasurer Brent Banks to approve the September 10<sup>th</sup> minutes. **MOTION CARRIED**
- **APPROVAL OF TREASURER’S REPORT**
  - A motion was made by Clerk Robert Vinande and seconded by Trustee Bob Alexander to approve the September Treasurer’s Report. **MOTION CARRIED**
- **APPROVAL OF TOWNSHIP EXPENSES:**
  - A motion was made by Treasurer Brent Banks and seconded by Trustee Bob Alexander to accept the October bills as presented on October 8, 2024 for a total of \$20,122.43. **MOTION CARRIED**

**UNFINISHED BUSINESS:**

- **SENIOR CENTER / PARK**
  - No discussion.

- **NATURE CENTER**
  - Deputy Clerk Gene Burgess noted there will be a “Friends of the Nature Center” meeting on October 11.
  - A couple campers at the Nature Center were encouraged to leave as the Nature Center is only open from Dusk to Dawn.
- **ROADS**
  - The board noted the county has applied gravel to several sections of road within the township.
- **MISCELLANEOUS ITEMS**
  - Omard Cemetery
    - Treasurer Brent Banks informed the board the new fence has been installed at the Omard Cemetery. The old fencing was placed in the hanger at the Nature Center for later use in diminishing some shore erosion. Discussion followed.
      - **Action Item** – Supervisor Grant Burgess to inquire of Glenda Burgess 1) regarding any suggestions for a new Omard Cemetery sign and 2) request to plant grass around the new fence and areas disturbed in the process of installing the new fence.
      - A motion was made by Trustee Bob Alexander and seconded by Clerk Robert Vinande to pay Treasurer Brent Banks and crew \$750 for removing the old fence and leveling the ground. **MOTION CARRIED**
  - Technology for Remote Meetings
    - Clerk Robert Vinande presented details for remote meeting participants utilizing Zoom. Supervisor Grant Burgess to review the details and cost.

**NEW BUSINESS:**

- **SENIOR CENTER / PARK**
  - No discussion.
- **NATURE CENTER**
  - No discussion.
- **ROADS**
  - Supervisor Grant Burgess noted Peck Rd will be repaved within the next couple weeks.
- **MISCELLANEOUS ITEMS**
  - November Meeting Date
    - Clerk Robert Vinande inquired regarding a different date for our November meeting. Discussion followed.
    - A motion was made by Trustee Bob Alexander and seconded by Treasurer Brent Banks to change the November meeting date to November 11 @ 7 p.m. **MOTION CARRIED**

**OTHER:**

- Brown City Fire Authority
  - No discussion.
- Upcoming Meeting
  - General Election Early Voting – Saturday, October 26 to Sunday, November 3
  - General Election – Tuesday, November 5, 7 a.m. to 8 p.m.
  - Flynn Township Board Meeting – Monday, November 11, 7 p.m.

**ADJOURNMENT:**

- A motion was made by Clerk Robert Vinande and seconded by Trustee Bob Alexander to adjourn the meeting at 9:00 p.m. **MOTION CARRIED**

# Commissioner's Report – District 5

## City/Village/Townships

### September 17, 2024

#### Public Comments:

#### PRESENTATIONS:

- County Administrator, Nathan Roskey, presented the Masterplan Award.
- CPA, Gregory H. Soule, AHP CPAs & ADVISORS, presented the 2023 Audit Report.
- Mary Gilbert, Community Nutrition Instructor, MSU Extension, gave an overview of the Senior Project Fresh program.
- Laurie Messing, Food Safety Educator, MSU Extension, briefed the Board on programs offered to the community regarding pantry food safety, food preservation, and cottage food law.

#### New Business:

FA-133-24 - APPROVES THE PAYMENT OF CURRENT CLAIMS FOR 2024 IDENTIFIED ON THE ACCOUNTS PAYABLE REPORT DATED SEPTEMBER 10, 2024, FOR THE GENERAL BANK ACCOUNT IN THE AMOUNT OF \$263,193.30.

FA-135-24 – APPROVES THE PAYMENT OF ADDITIONAL GENERAL FUND BANK ACCOUNT CHECKS CHARGED TO AUGUST, 2024, AS FOLLOWS: ADDITIONAL GENERAL FUND BANK ACCOUNT CHARGES FOR AUGUST 2024 \$760,116.21 ACH PAYMENTS \$618,349.97 CHECKS \$1,378,466.18 TOTAL

FA-136-24 - AUTHORIZES THE POSTING AND FILLING OF A CUSTODIAL POSITION AT A PAYGRADE 1, STEP 1. Discussion followed.

FA-137-24 - APPROVES A MEMORANDUM OF UNDERSTANDING BETWEEN SANILAC COUNTY BOARD OF COMMISSIONERS AND SANILAC COUNTY CENTRAL DISPATCH, FOR THE PURPOSE OF EXPEDITING THE FILLING OF VACANCIES AT CENTRAL DISPATCH.

FA-138-24 – APPROVES THE OTTAWA COUNTY JUVENILE DETENTION CENTER BED RENTAL AGREEMENT. FA-139-24 - AWARDS AND AUTHORIZES MARTIN CONCRETE CONTRACTING OF LEXINGTON THE BID AT A COST NOT TO EXCEED \$5,730.00, FOR IMMEDIATE APPROVAL FOR THE PURPOSE OF CONCRETE WORK AT LEXINGTON PARK, WITH FUNDING FROM THE PARKS MILLAGE.

NFA-020-24 - ACCEPTS THE 2023 AUDIT REPORT, AS PRESENTED

### October 1, 2024

#### New Business:

FA-140-24 - APPROVES THE PAYMENT OF CURRENT CLAIMS FOR 2024 IDENTIFIED ON THE ACCOUNTS PAYABLE REPORT DATED SEPTEMBER 24, 2024 FOR THE GENERAL BANK ACCOUNT IN THE AMOUNT OF \$177,825.04.

FA-142-24 - AUTHORIZES THE POSTING AND FILLING OF THE CHIEF DEPUTY/ELECTION SPECIALIST/CPL MANAGER POSITION AT A PAYGRADE 9, NOT TO EXCEED 4-6 WEEKS OF TRAINING, WITH FUNDING FROM THE COUNTY CLERK'S BUDGET AND CONTINGENCY. FURTHER, TO RECOMMEND APPROVAL OF THE UPDATED JOB DESCRIPTION.

FA-143-24 - AUTHORIZES THE POSTING & FILLING OF A DISTRICT COURT CLERK I POSITION AT A PAYGRADE 4, STEP

1. FA-144-24 - AUTHORIZES THE POSTING & FILLING OF AN ASSISTANT PROSECUTOR POSITION AT A PAYGRADE

12.5.

FA-145-24 - APPROVES THE FOLLOWING ONE (1) YEAR CONTRACT BETWEEN SANILAC COUNTY AND ROBERT HEYBOER, INDIGENT DEFENSE DIRECTOR FOR THE TERM OF OCTOBER 1, 2024 TO SEPTEMBER 30, 2025, INCLUDING A WAGE INCREASE OF TO \$105,000.

FA-146-24 - AWARDS AND AUTHORIZES ARROWHEAD UPFITTERS, INC., OF LAPEER THE BID AT A COST NOT TO EXCEED \$18,963.00, FOR THE PURPOSE OF OUTFITTING THE 2024 CHEVY TAHOE PPV K9 VEHICLE, FOR IMMEDIATE APPROVAL, WITH FUNDING FROM THE DRUG TASK FORCE MILLAGE.

FA-147-24 - APPROVES THE FY2025 SCHOOL INTERVENTION OFFICER CONTRACT, WITH NICHOLAS NEMITZ, EFFECTIVE OCTOBER 1, 2024 TO SEPTEMBER 30, 2025.

FA-148-24 - AUTHORIZES THE COUNTY TREASURER TO LOAN ROSENTEL & BRS., INDIAN CREEK, LAWSON, CUSTER COUNTY, TOPPING, PERUSKI, ANTON, ENGLE, CUMMER, CONROY & FERRIBY AND BOND DRAINS FOR A TOTAL AMOUNT NOT TO EXCEED \$68,126.81, WITH INTEREST OF 3.00%, FOR IMMEDIATE APPROVAL, WITH FUNDING FROM THE DELINQUENT TAX REVOLVING FUND.

FA-149-24 - APPROVES THE CONTRACT BETWEEN THE COUNTY OF SANILAC AND BENGEL ASSESSING SERVICES, LLC, AT AN AMOUNT NOT TO EXCEED \$80,000 AND FURTHER TO RECOMMEND THE APPOINTMENT OF KEEGAN BENGEL AS THE EQUALIZATION DIRECTOR FOR SANILAC COUNTY.

**Public Comments:**

Will Morris, Chief Executive Officer, Sanilac County Community Mental Health, gave an overview of the 2023 Annual Report.

Christine J. Lee, Commissioner – District 5