



**TOWNSHIP OF FLYNN**  
**REGULAR MONTHLY BOARD MEETING MINUTES**  
December 14, 2021

7:10 P.M. – Regular Monthly Board Meeting at the Flynn Township Senior Center

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

**MEMBERS ABSENT:** None

**GUESTS:** Deputy Supervisor Gene Burgess, Assessor Thomas Lupo, Deputy Treasurer Tracy Banks, District 4 Commissioner Roger Ballard,

**REGULAR AGENDA:**

- **PLEDGE OF ALLEGIANCE**
- **MEETING CALLED TO ORDER BY** Supervisor Grant Burgess
- **ASSESSOR’S REPORT**
  - Waiting on the county equalization values to determine the 2022 land values.
- **COMMISSIONER’S REPORT**
  - Commissioner Ballard’s Report attached as page 4 of this document.
- **PUBLIC COMMENT**
  - None
- **APPROVAL OF MINUTES**
  - A motion made by Trustee Bob Alexander seconded by Trustee Jeff Keesler to approve the November 9th minutes as presented. **MOTION CARRIED**
- **APPROVAL OF TOWNSHIP TREASURER’S REPORT**
  - A motion made by Trustee Jeff Keesler and seconded by Trustee Bob Alexander to accept the Treasurer’s Balance Sheet as presented on December 14th. **MOTION CARRIED**
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- **APPROVAL OF TOWNSHIP EXPENSES:**
  - A motion made by Trustee Jeff Keesler seconded by Trustee Bob Alexander to approve the new bills as presented for a total of \$12,216.85 on December 14th. **MOTION CARRIED**

## UNFINISHED BUSINESS:

- **SENIOR CENTER / PARK**
  - No discussion.
- **NATURE CENTER**
  - No discussion.
- **ROADS**
  - No discussion.
- **CLERK'S ITEMS**
  - American Rescue Plan (ARPA) / Covid-19 Relief Funding
    - Clerk Robert Vinande updated the board regarding the American Rescue Plan (ARP) / Covid-19 Relief Funding and possible uses
  - Poverty Exemption Resolution #2021-2
    - Board discussed the resolution and need for an additional asset test. Clerk Robert Vinande will research what the township has for an asset test and update it as needed for review at the January 2022 meeting.
    - Motion by Clerk Robert Vinande and seconded by Treasurer Brent Banks to adopt Resolution #2021-2 For Poverty Exemption.
    - Roll call vote: Treasurer Brent Banks-Aye, Clerk Robert Vinande-Aye, Trustee Bob Alexander-Aye, Trustee Jeff Keesler-Aye. Nay's-None. Absent-None.
    - Supervisor Grant Burgess declared the **RESOLUTION APPROVED**.
  - Solar Farm Ordinance
    - Board discussed the proposed ordinance and all agreed the perimeter setbacks need to be updated to 500' setback from the road and 250' setback from the remaining property lines. Clerk Robert Vinande will update the draft ordinance for review at the January 2022 meeting.

## NEW BUSINESS:

- **SENIOR CENTER / PARK**
  - A request was received for permission to remove the dead ash trees behind the Senior Center. No objections were voiced by the board. Supervisor Grant Burgess to contact the requester with approval to proceed.
- **NATURE CENTER**
  - No discussion.
- **ROADS**

Supervisor Grant Burgess informed the board about the small white flags by road culverts in several areas; these flags mark the culverts in the path of where fiber optic lines are being run.
- **CLERK'S ITEMS**
  - Kerr Cemetery Caretaker
    - Discussed appreciation to Mr. John Redmond for mowing the Kerr Cemetery. A token of appreciation will be sent to Mr. Redmond.
  - Right-of-Way Telecommunications Permit for Air Advantage, LLC
    - Board reviewed the permit request from Air Advantage, LLC as a part of the Michigan Metro Act
    - A motion made by Treasurer Brent Banks and seconded by Clerk Robert Vinande to accept the Right-of-Way Telecommunications Permit for Air Advantage, LLC. **MOTION CARRIED**

- Small Claims Court for Unpaid Fire Runs
  - Clerk Robert Vinande discussed the status of the Small Claims Court proceedings.
- March 2022 Board Meeting
  - Board discussed the dates for the first quarter 2022 meetings. No changes will be made at this time.
- **OTHER**
  - Omard Cemetery
    - Omard Cemetery Sexton Gene Burgess addressed the removal of a downed tree from the recent windstorm and the need to address several other rotten trees.
  - Brown City Fire Authority
    - Deputy Supervisor Gene Burgess reviewed the status of the discussions with the Brown City Fire Authority regarding the 2022 budget and salaries.

**ADJOURNMENT:** A motion was made by Trustee Bob Alexander and seconded by Trustee Jeff Keesler to adjourn the meeting. **MOTION CARRIED**

**NEXT MEETING:** The next Flynn Township Board Meeting will be held on Tuesday, January 11th, 2022 @ 7:00 p.m. at the Flynn Township Senior Center.

COMMISSIONER'S REPORT – DISTRICT 4  
ROGER C. BALLARD  
CITY / VILLAGE / TOWNSHIPS REPORT

November 16, 2021

Appointments:

Board of Public Works – Greg Alexander 3 year term exp. 12/31/24

Land Bank Authority Board – David McArthur 3 year term exp. 12/31/24

Kim Thompson partial 3 year term exp. 12/31/22

Parks Board – Joe Allen partial 3 year term exp. 4/08/23

Sanilac Transportation Board – Robert Wood 4 year term exp. 12/01/25

Veterans Millage Governing Board – Jeffery Lyall, Veteran at large 1 year term exp. 12/31/22

Adopted 2022 dog license fee schedule, no change from 2021

Awarded Park Bids for Lexington tree removal and roofs at Evergreen and Forester.

F&A meeting gave immediate approval for Medical Care Facility Operational Audit - \$85,000.00 funding from ARPA funds.

ARPA Committee will be sending out a report on their meetings and offer to Townships, City's and Villages the opportunity to present questions in advance of the next meeting. (Third Tuesday of each month, 11:00 a.m.

December 7, 2021

Approved Resolutions:

FA-183-21, Federal Grant Compliance Policy. As a precondition to receive Federal funds, prospective recipients must have effective administrative and financial internal controls (policies) in place. Policies are changed as often as updates are released on the Federal Uniform Guidance.

FA-188-21, Authorizes 9-1-1 Director to post and fill a full time Dispatcher position effective 1/1/22.

FA-189-21, Authorizes the Prosecutor to post and fill the Crime Victims Advocate position.

FA-190-21, Authorizes the Prosecutor to post and fill a Legal Secretary position.

FA-191-21, Authorizes the Parks Commission to post and fill Seasonal Park Maintenance positions at Evergreen, Forester and Lexington Parks.

FA-192-21, Approves the agreement for consulting services between San. Co. and Jim Matson (Animal Control)

FA-193-21, Approves the annual Soil Erosion and Sedimentation Control Enforcement between San. Co., the State of Mich. And Joe Allen.

FA-194-21, Authorizes Probate Court to post and fill a temporary Court Clerk.

FA-195-21, Awards bid for conversion to natural gas at Lexington Park in the amount of \$34,100.00.

FA-196-21, Approves contract between San. Co. Parks and San. Co. Road Comm. For Forester Park Erosion control, \$45,000.00.

FA-197-21, Approves bid for IT upgrades, Sanilac Co. Drug Task Force not to exceed \$12,197.01.

NFA-031—21(B), Authorizes the Administrator/Controller to submit an amended Quarter 1, 2021, 941 Federal Tax Return on behalf of the San. Co. MCF to claim and Employee Retention Tax Credit (ERTC). Funds will be held in escrow for 3 years after receipt.

Have a Merry Christmas and Happy New Year!

Roger C. Ballard  
Commissioner-District 4  
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