



TOWNSHIP OF FLYNN
REGULAR MONTHLY BOARD MEETING MINUTES
January 11, 2022

7:00 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 and District 4 Commissioner Roger Ballard.

REGULAR AGENDA:

- **PLEDGE OF ALLEGIANCE**
- **MEETING CALLED TO ORDER BY** Supervisor Grant Burgess
- **ASSESSOR’S REPORT**
 - County equalization values to determine the 2022 land values received.
 - Discussed buildings being constructed with no permits being obtained.
 - Tentative Board of Review meeting set for March 14 & 15, 2022.
 - Discussed required training for BOR members; Howard Wilson is current with training; Cam Keesler, Jeff Root and Dennis Wilkins need to take the training. Assessor Thomas Lupo informed the board there will be local training conducted on Friday, February 11. Assessor Thomas Lupo will contact the board members who need the training.
- **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 December 14th minutes as presented. **MOTION CARRIED**
- **APPROVAL OF TOWNSHIP TREASURER’S REPORT**
 - A motion made by Trustee Jeff Keesler and seconded by Clerk Robert Vinande to accept the Treasurer’s Balance Sheet as presented on January 11th. **MOTION CARRIED**
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- **APPROVAL OF TOWNSHIP EXPENSES:**

- A motion made by Treasurer Brent Banks seconded by Trustee Bob Alexander to approve the new bills as presented for a total of \$4,119.80 on January 11th. **MOTION CARRIED**

UNFINISHED BUSINESS:

- **SENIOR CENTER / PARK**

- No discussion.

- **NATURE CENTER**

- No discussion.

- **ROADS**

- Clerk Robert Vinande discussed the 2022 Dust Control Contract as proposed by Wilkinson Solutions and reviewed the 2021 details regarding usage, cost, etc..
- A motion made by Trustee Jeff Keesler and seconded by Treasurer Brent Banks to approve the 2022 Dust Control Contract with Wilkinson Solutions for .165 cents per gallon. Clerk Robert Vinande will sign the contract and return it to Wilkinson Solutions; a deposit of \$1,000. will be paid to Wilkinson Solutions. **MOTION CARRIED**

- **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.
 - Preparing data for the first annual reporting due April 30, 2022; this included registering an account, identifying the responsible parties and uploading initial application documentation.
 - U.S. Department of Treasury “Final Rule” has been issued which greatly broadens the ability for the township to use the funds. Additional details will be forthcoming.
- Poverty Exemption Application and Asset Test
 - Clerk Robert Vinande presented the revised draft application and asset test to the board and discussion followed.
 - A motion made by Trustee Bob Alexander seconded by Trustee Jeff Keesler to accept the revised “Poverty Exemption Application and Asset Test” as presented. **MOTION CARRIED**
- Solar Farm Ordinance
 - Clerk Robert Vinande presented the revised draft ordinance to the board and discussion followed.
 - A motion made by Treasurer Brent Banks seconded by Trustee Jeff Keesler to accept the revised “Solar Farms Ordinance #2022-1” as presented. **MOTION CARRIED**

NEW BUSINESS:

- **SENIOR CENTER / PARK**

- No discussion.

- **NATURE CENTER**

- No discussion.

- **ROADS**

- Treasurer Brent Banks discussed with the board a complaint received regarding the condition of Aiken Road. Supervisor Grant Burgess will review the condition of the road and take appropriate action as needed.

- **CLERK'S ITEMS**

- There will be a Blood Drive on Wednesday, Jan. 12th 4-8 p.m. at the Senior Center.
- Omard Cemetery Records
 - Clerk Robert Vinande will maintain the Crypt Keeper software “system of record”.
 - Clerk Robert Vinande discussed the possible use of the Crypt Keeper Online software which would make the information available to the broader audience in a “read only” manner.
 - Clerk Robert Vinande will further research the feasibility of switching to the online version of Crypt Keeper and the board will support the switch if it makes sense.
 - Treasurer Brent Banks mentioned to the board if the Crypt Keeper Online software doesn't seem to be the best option that Clerk Robert Vinande should explore other software options.
 - A motion made by Treasurer Brent Banks and seconded by Trustee Jeff Keesler to approve the annual spend of \$60.00 for the Crypt Keeper Online software if it is determined to be the best way to proceed.
- 2022 Scrap Tire Cleanup Grant
 - Clerk Robert Vinande has applied for the grant and is waiting to hear approval. The application deadline has been extended to Friday, January 28 by the state.
- Land Division Ordinance
 - Treasurer Brent Banks and Clerk Robert Vinande discussed with the board how outdated the Land Division Ordinance and application are.
 - Clerk Robert Vinande will review the ordinance and application and will update them as needed for review at the February 15th board meeting.

MOTION CARRIED

- **OTHER**

- 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.
- February and March 2022 Board Meetings
 - Board discussed the dates for the first quarter 2022 meetings. All agreed to push the February and March meetings out one week to February 15th and March 15th.
 - Clerk Robert Vinande will update the necessary documents and the website to reflect the change in dates.
- PA116 Inquiry
 - Clerk Robert Vinande discussed a request received to ensure a resident's PA116 agreement wasn't renewed at the end of 2022.

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, February 15th, 2022 @ 7:00 p.m. at the Flynn Township Senior Center.

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

December 21, 2021

Passed a Resolution honoring retiring County Clerk Denise McGuire for over 33 years of service.

Passed a Resolution commemorating the 75th anniversary of Port Sanilac Veterans of Foreign Wars Post 8872.

FA-182-21 Approval of the S.A.V.E. Partnership Millage renewal language.

FA-202-21 Approval of Transportation Coordination Agreements-Veterans Affairs.

FA-203-21 Award bid to purchase lawn mowers-San. Co. Parks.

FA-204-21 Approval of Grant Writer/5 Year Plan Writer Contract-San. Co. Parks.

FA-205-21 Approval of Agreement for MSU Extension Services.

FA-206-21 Adopted amendments to millage based policy.

FA-207-21 Authorization to remodel Circuit Court Bathroom.

FA-208-21 Authorization of Employee Retention Tax Credit Quarters 2 and 3, Medical Care Facility. (Governor recently announced forming a committee to look into regulations and operations of facilities throughout the state.)

NFA-035-21 Authorized changes in pay grades:

Parks Office Manager

Sheriff Dept. Executive Asst.

Delinquent Tax Clerk

Trial Court Admin.

District Court Admin.

District Court Admin./Deputy Trial Court Admin.

Circuit Court Admin./Technology Liaison.

NFA-036-21 Approved Administrator/Controller contract.

NFA-037-21 Approved Economic Development Agreement.

NFA-038-21 Adopted Remote Work Policy.

January 4, 2022

Elected Commissioners Jon Block- Chairman, Joel Wyatt-Vice Chairman and Bill Sarkella Finance Chair.

Appointed Committees.

Approved engineering services for Evergreen Park, awarded to Rowe Engineering Services not to exceed \$44,000.00

Approved engineering services for parking lot improvements not to exceed \$8,307.50

Authorized 24th Circuit Court Family Division to post and fill the vacant probation officer position.

ARPA Fund Committee Tuesday, January 25, 2022 9:30 a.m., Courthouse Room 105.

I sat in on a zoom meeting concerning the re-mapping of the flood plains.

Roger C. Ballard
Commissioner-District 4
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