



TOWNSHIP OF FLYNN
REGULAR MONTHLY BOARD MEETING MINUTES
April 12, 2022

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 Jeff Keesler, Trustee Bob Alexander

MEMBERS ABSENT: None

GUESTS: Deputy Supervisor Gene Burgess, Deputy Clerk Katherine Wilson, Deputy Treasurer Tracy Banks, District 4 Commissioner Roger Ballard, Assessor Thomas Lupo and Highline Internet Community Relations Jamie Chargo

REGULAR AGENDA:

- **PLEDGE OF ALLEGIANCE**
- **REGULAR BOARD MEETING CALLED TO ORDER BY** Supervisor Grant Burgess at 7:00 p.m.
- **HIGHLINE INTERNET**
 - Jamie Chargo, Community Relations for Highline, presented the plans from Highline to make high-speed fiber-optic internet connectivity available to all Flynn Township residents. Ms. Chargo can be contacted directly at 810.250.3126; their website is HighlineFAST.com.
- **ASSESSOR’S REPORT**
 - County Commissioner’s approved the 2022 Equalization.
 - Assessor Thomas Lupo will start work on the 2023 Equalization database.
- **COMMISSIONER’S REPORT**
 - Commissioner Roger Ballard’s Report is attached starting on page 5 of this document.
- **PUBLIC COMMENT**
 - None
- **APPROVAL OF MINUTES**
 - A motion made by Treasurer Brent Banks seconded by Trustee Jeff Keesler to approve the March 12th 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 April 12th. **MOTION CARRIED**

- **APPROVAL OF TOWNSHIP EXPENSES:**

- A motion made by Trustee Jeff Keesler and seconded by Trustee Bob Alexander to accept the April bills as presented for a total of \$4,459.06 on April 12th. **MOTION CARRIED**

UNFINISHED BUSINESS:

- **SENIOR CENTER / PARK**

- Treasurer Brent Banks to contact Dennis regarding polishing the floors within the Senior Center.

- **NATURE CENTER**

- No discussion.

- **ROADS**

- No discussion.

- **CLERK’S ITEMS**

- State of Michigan Revenue Sharing “Hold Harmless” legislation has been signed by Governor Whitmer; the township will receive their full April 2022 Revenue Sharing allocation.
- Omard Cemetery Records
 - Work continues to gather and enter cemetery information into the Crypt Keeper system.
- 2022 Scrap Tire Cleanup Grant
 - The 2022 Scrap Tire Cleanup will be held Wednesday, July 13 from 8 a.m. to Noon in the parking lot at the Flynn Township Senior Center.
 - Clerk Robert Vinande arranged for
 - two trailers to be provided by the recycling company and
 - secured the assistance of the Sanilac County Jail Crew in the loading of the tires.
 - The trailers will need to be removed the afternoon of Wednesday, July 13, as there is a hall rental on July 14 which requires the trailers to be removed.
- 5-Year Recreation Plan
 - No further updates have been made to the 5-Year Recreation Plan; Clerk Robert Vinande will have an updated plan ready for review at the May meeting.
- American Rescue Plan (ARPA) / Covid-19 Relief Funding
 - Clerk Robert Vinande met the first annual reporting deadline of April 30, 2022.
 - Clerk Robert Vinande inquired of the board regarding identification of projects that could utilize the ARPA funds; decision was to not use any of the funds at this time and revisit the topic at a later date.

NEW BUSINESS:

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

- **NATURE CENTER**
 - Discussed a 2022 Nature Center Open House; the decision was made to have one on Saturday, June 11 from 11 a.m. to 2 p.m. The township to provide paper products and hotdogs/buns. No discussion was held regarding who will take the lead in making arrangements for the event.
 - Clerk Robert Vinande to contact a couple different civic groups about volunteering to pick up trash left at the Nature Center.
 - Supervisor Grant Burgess informed the board he had a conversation with Sheriff Paul Rich and he iterated the Sheriff's Department support for enforcing the rules and regulations of the Nature Center just like any other property in the county.

- **ROADS**
 - Supervisor Grant Burgess updated the board regarding two road culverts which need to be replaced:
 - Aitken Road 2,150 feet west of Isles Road – 34”x53’ culvert, \$2,194.20
 - Mowerson Road 400 feet south of Aitken Road – 36”x42’ culvert, \$1,738.80 (\$869.40 Elk Township, \$869.40 Flynn Township)
 - A motion was made by Trustee Jeff Keesler and seconded by Clerk Robert Vinande to approve the spending of \$3,063.60 for the two culverts as listed above. **MOTION CARRIED**

- **CLERK'S ITEMS**
 - 2022 Omard Cemetery Lawn Mowing
 - Treasurer Brent Burgess spoke with Ross McIvor (McIvor Lawn Care) regarding mowing the Omard Cemetery for 2022. His bid is for a flat fee of \$4,000 for the entire mowing season.
 - A motion was made by Trustee Jeff Keesler and seconded by Treasurer Brent Banks to approve the bid from McIvor Lawn Care for mowing the Omard Cemetery in 2022 for a flat fee of \$4,000. **MOTION CARRIED**
 - 2022 Election Security Grant
 - Flynn Township received a grant of \$1,500 to improve physical security of our election location, purchase and upgrade technology and networks used to support election administration to ensure successful elections.
 - 2022 Elections
 - Clerk Robert Vinande is compiling the list of 2022 Election Inspectors/Chairpersons and making arrangements for election training required every two years for all workers.
 - Clerk Robert Vinande discussed Election Worker wages and he will review his recommendations at the May 2022 board meeting.

- **OTHER**
 - Brown City Fire Authority
 - Supervisor Grant Burgess reviewed the Flynn Township share of the 2022-2023 Brown City Fire Authority budget which is \$21,576.80.
 - A motion was made by Clerk Robert Vinande and seconded by Trustee Jeff Keesler to approve the Flynn Township share of the 2022-2023 Brown City Fire Authority budget in the amount of \$21,576.80. **MOTION CARRIED**

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

NEXT MEETINGS:

- **Flynn Township Board Meeting** will be held on Tuesday, May 10th, 2022 8:00 p.m. at the Flynn Township Senior Center.

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

March 15, 2022

Appointments made;

Community Mental Health:

3 year terms expiring 3/31/25-Robin Gorrige, William Grey, John Groustra.

Partial 3 year term expiring 3/31/2023-Jessica Simon

Planning Commission: Partial 3 year term expiring 9/1/2023-Paul Cowley.

Pension Plan Board: Michael Bower, Medical Care Rep. Expiring 5/1/23, Matt Armstrong, Sheriff's Office Rep. Expiring 5/1/24.

Region VII Area Agency on Aging Advisory Council: 3 year term expiring 5/31/25-William Walters

Authorized Motor Pool to dispose of 2 vehicles.

Awarded bid to Boom's Construction for Lexington Park Project.

Authorized Sheriff's Dept. to purchase Med Storage and Distribution Cart and Inmate Restraint Chair.

Regretfully accepted a letter of resignation from Administrator/Controller Tara Griffith Effective May 8, 2022.

April 5, 2022

Read a Resolution honoring Chief Deputy Clerk Paula Messing for over 37 years of dedicated service.

Authorized to post and fill positions:

Probate Court Clerk, Recycling Center, IT Tech

Approved the 2022 Remonumentation contracts to:

John Milletics for County Representative Services and Surveying Services, Tank Surveying, Atlas Surveying and Russel Brown, ratification services. Total of all contracts \$69,281.76.

Approve a Memorandum of Understanding between the BOC and Sheriffs Dept. for the purpose of expediting the filling of vacancies.

Authorized mirroring fulltime park employee benefits to fulltime TPOAM Union employee benefits.

Approved outfitting 2 Ford Police Interceptors from Pro Coom Inc. \$18,443.75 funding from USDA and Commissary fund.

Approved the purchase of 4 Ford Police Interceptor AWD vehicles from Tubb Brother's - \$153,699.00 funding from Sheriff Dept. vehicle budget line and commissary fund. This purchase was previously approved at the 3/1/22 Finance meeting from Signature Ford of Owosso for \$150,964.00. After discussion, for the difference of \$683.75 per vehicle the motion was amended to buy locally.

Authorized the Parking Lot Improvement Bid to Astec - \$107,096.11, funding from the Buildings and Grounds Budget.

Approved amendment to the Child Care Fund of up to \$150,000.00 from the General Fund which will generate \$75,000.00 in savings. This generates higher reimbursements from the State so in the end there is no effect on the General Budget.

Accepted the 2021 Annual Drain Commission Report.

Roger C. Ballard

Commissioner-District 4

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