



TOWNSHIP OF FLYNN
REGULAR MONTHLY BOARD MEETING MINUTES
May 10, 2022

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, Trustee Jeff Keesler, Trustee Bob Alexander

MEMBERS ABSENT: None

GUESTS: Deputy Supervisor Gene Burgess, District 4 Commissioner Roger Ballard and Assessor Thomas Lupo.

REGULAR AGENDA:

- **PLEDGE OF ALLEGIANCE**
- **REGULAR BOARD MEETING CALLED TO ORDER BY** Supervisor Grant Burgess at 8:30 p.m.
- **ASSESSOR’S REPORT**
 - Assessor Thomas Lupo archived the 2022 Equalization Database.
 - Assessor Thomas Lupo is now working on the 2023 Equalization Database.
- **COMMISSIONER’S REPORT**
 - Commissioner Roger Ballard’s Report is attached starting on 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 April 12th 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 May 10th. **MOTION CARRIED**

- **APPROVAL OF TOWNSHIP EXPENSES:**

- A motion made by Trustee Jeff Keesler and seconded by Trustee Bob Alexander to accept the May bills as presented for a total of \$28,065.57 on May 10th. **MOTION CARRIED**

UNFINISHED BUSINESS:

- **SENIOR CENTER / PARK**

- Treasurer Brent Banks contacted Dennis regarding polishing/sealing the floors within the Senior Center and he has agreed to do so.

- **NATURE CENTER**

- Discussed the roads within the Nature Center and the need to add gravel to build up several trouble spots. Trustee Bob Alexander to deliver a Lead and Supervisor Grant Burgess will ensure it gets spread. Motion to purchase the gravel was approved during the June 8, 2021 meeting.
- Nature Center Open House is June 11 and will be coordinated by Clerk Robert Vinande.

- **ROADS**

- Supervisor Grant Burgess noted the county garage resources are currently grading the gravel roads in preparation for an application of brine to control road dust; expect the brine to be applied prior to Memorial Day.

- **CLERK'S ITEMS**

- Omard Cemetery Records
 - Work continues to gather and enter cemetery information into the Crypt Keeper system; work will commence again after the Memorial Day holiday.
 - The board visited the cemetery for an overview of the work being performed to document the interred and lot/gravesite ownership, etc..
- 2022 Scrap Tire Cleanup Event
 - Treasurer Brent Banks communicated 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 for safety reasons.
- 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 June/July meeting.
- 2022 Election Worker's Wages
 - Clerk Robert Vinande recommended the Election Worker's wages remain the same for the 2022 elections.
- 2022 Election Security Grant
 - Clerk Robert Vinande described the grant received by the township for election security related purchases.
 - A motion was made by Trustee Bob Alexander and seconded by Treasurer Brent Banks to authorize Clerk Robert Vinande to spend up to \$1,500 for election security grant approved items. **MOTION CARRIED**
 - The township will be reimbursed for the purchases up to \$1,500.

NEW BUSINESS:

- **SENIOR CENTER / PARK**

- No discussion.

- **NATURE CENTER**

- No discussion.

- **ROADS**
 - No discussion.
- **CLERK'S ITEMS**
 - The Blood Drive scheduled for May 11 at the Senior Center has been canceled due to a lack of resources to staff the drive.
- **OTHER**
 - Cemetery Rules and Regulations
 - Clerk Robert Vinande inquired of the board what the current Rules and Regulations are for the Omark and Kerr Cemeteries.
 - Supervisor Grant Burgess and Clerk Robert Vinande to inquire of Rules and Regulations at surrounding cemeteries and will review them at the June meeting.

ADJOURNMENT:

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

NEXT MEETING:

- Flynn Township Board Meeting will be held on Tuesday, June 14th, 2022 8:00 p.m. at the Flynn Township Senior Center.

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

April 12, 2022

Authorized Sheriff's Dept. to purchase a commercial clothes dryer, cost not to exceed \$6,192.00. Funding from the commissary fund.

Authorized funding to prepare the County's Master Plan cost not to exceed \$36,445.00. Funding from the General Fund Contingency.

Authorized the Prosecutor's Office to post and fill a Legal Secretary Position and for the Temporary Employee to remain an additional 10 days after the position is fill to assist with training.

Authorized the Recycle Center to purchase a Toyota Forklift, cost not to exceed \$44,042.00. Funding from the Recycle Center.

April 19, 2022

Approved a Resolution proclaiming May "Motorcycle Awareness Month" in Sanilac County.

Received 27 Applicants for County Administrator/Controller. Personnel Committee narrowed down the field to six.

By ballot vote, Scott Forbes of Kingston and Nathan Roskey of Sandusky were selected for interviews on May 2, 2022.

May 2, 2022 Special Board Meeting

Interviewed two candidates for the San. Co. Administrator/Controller position.

Scott Forbes of Kingston and Nathan Roskey of Sandusky.

May 3, 2022

Authorized the Administration Office to hire a temporary employee to cover a 4-5 month absence.

Authorized Animal Control to post and fill a seasonal part-time summer census worker for May-Sept.

Authorized payment to Townley Engineering for services provided to Lexington Park.

Authorized the Board Chairman to sign any necessary paperwork during the transition period to the new Administrator/Controller.

Authorized the self funded employee health insurance plans.

Roger C. Ballard

Commissioner-District 4

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