



TOWNSHIP OF FLYNN
REGULAR MONTHLY BOARD MEETING MINUTES
August 9, 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 Bob Alexander

MEMBERS ABSENT: Trustee Jeff Keesler

GUESTS: Deputy Supervisor Gene Burgess, Deputy Treasurer Tracy Banks, District 4 Commissioner Roger Ballard, Assessor Thomas Lupo, Christine Lee and Matthew Sutton.

REGULAR AGENDA:

- **PLEDGE OF ALLEGIANCE**
- **REGULAR BOARD MEETING CALLED TO ORDER BY** Supervisor Grant Burgess at 8:00 p.m.
- **ASSESSOR’S REPORT**
 - Work continues on the 2023 database for assessments.
 - There are several land division applications in process at this time for Flynn Township.
- **COMMISSIONER’S REPORT**
 - Commissioner Roger Ballard’s Report is attached starting on page 4 of this document.
- **PUBLIC COMMENT**
 - Matthew Sutton inquired regarding the status of his Land Use Permit application. Supervisor Grant Burgess informed Mr. Sutton that it needs to go to the Zoning Board of Appeals for a variance review due to the setback from the road not meeting the township zoning code. Clerk Robert Vinande will schedule a Special Meeting for the Zoning Board of Appeals to consider the request. Costs to be paid by Mr. Sutton.
- **APPROVAL OF MINUTES**
 - A motion made by Trustee Bob Alexander and seconded by Treasurer Brent Banks to approve the July 12th minutes as presented. **MOTION CARRIED**
- **APPROVAL OF TOWNSHIP TREASURER’S REPORT**
 - A motion made by Clerk Robert Vinande and seconded by Trustee Bob Alexander to accept the Treasurer’s Balance Sheet as presented on August 9. **MOTION CARRIED**

- **APPROVAL OF TOWNSHIP EXPENSES:**

- A motion made by Trustee Bob Alexander and seconded by Treasurer Brent Banks to accept the July bills as presented for a total of \$8,767.86 on August 9th. **MOTION CARRIED**

UNFINISHED BUSINESS:

- **SENIOR CENTER / PARK**

- No discussion.

- **NATURE CENTER**

- Clerk Robert Vinande discussed the DNR Grant (“Michigan Spark Grants”) that will open this fall and be targeted for investment in nature centers; Clerk Robert Vinande and Supervisor Grant Burgess have been placed on the mailing list for when the grant application process opens up. Clerk Robert Vinande distributed a copy of the grant details to the board members.

- **ROADS**

- Supervisor Grant Burgess advised the board regarding the status of the Stiles Road repairs. The county has been grading the stretch of Stiles Road between Maple Valley Road and Cade Road and has improved it. Maple Valley Township is not interested in providing funds to assist in the improvement of this stretch of road.
- Discussion took place regarding how funds are distributed for sections of road shared between townships. Supervisor Grant Burgess to further discuss this with the county and update the board at our next meeting.
- Discussed the dust on gravel roads within the township; the 2022 application of dust control has not been very effective.

- **CLERK’S ITEMS**

- August 2 Primary Elections
 - The election went smooth and Election Inspectors made a great team.
 - 193 votes were cast in total; 43 township residents voted by absentee ballot.
- Omard Cemetery Rules and Regulations Ordinance
 - Clerk Robert Vinande presented the draft ordinance to the board and discussion followed.
 - A motion made by Treasurer Brent Banks and seconded by Trustee Bob Alexander to accept the “Omard Cemetery Rules and Regulations Ordinance #2022-2” as presented. **MOTION CARRIED**
 - Roll Call by Supervisor Grant Burgess:
 - Treasurer Brent Banks – **Yea**
 - Trustee Bob Alexander – **Yea**
 - Clerk Robert Vinande – **Yea**
 - Supervisor Grant Burgess – **Yea**
 - Clerk Robert Vinande will publish the ordinance on the Flynn Township website and a notice of the ordinance will be published in the Sanilac County News on August 24. Copies will be sent to local Funeral Directors as a FYI.
- Omard Cemetery Records
 - Work continues by Clerk Robert Vinande to gather and enter cemetery information into the Crypt Keeper system; several discrepancies have been identified and will need to be addressed.
 - Cemetery Deeds will be generated from the Crypt Keeper online system when configured.
- 2022 Scrap Tire Cleanup
 - Clerk Robert Vinande has completed the paperwork to request reimbursement from the State of Michigan for the grant funding the event.
- 5-Year Recreation Plan
 - No further updates have been made to the 5-Year Recreation Plan; Clerk Robert Vinande is searching for all the electronic attachments from the last update in 2017.

NEW BUSINESS:

- **SENIOR CENTER / PARK**
 - No new discussion.
- **NATURE CENTER**
 - No new discussion.
- **ROADS**
 - Supervisor Grant Burgess discussed with the board regarding how much gravel the township should purchase for road improvements this fall.
 - A motion was made by Treasurer Brent Banks and seconded by Trustee Bob Alexander to purchase 1,000 ton. **MOTION CARRIED**
 - “Roadside Ditch Improvement” Requests
 - Supervisor Grant Burgess reviewed with the board several “Roadside Ditch Improvement” requests.
 - Clerk Robert Vinande inquired regarding how the funding is handled for the requests. He will follow up with the County Road Commission regarding how the “Petitioner” portion is paid.
 - Clerk Robert Vinande to review the “Roadside Ditch Improvements” requested for the last two years and will process them in light of what he learns from the County Road Commission regarding how the “Petitioner” portion is paid.
- **CLERK’S ITEMS**
 - Senior Center Kitchen Inspection
 - Clerk Robert Vinande met the Lapeer County Health Department Inspector (covering for Sanilac County Health Department) at the Senior Center for the inspection. No issues were identified and the kitchen facilities passed the inspection.
 - Flynn Township website and Publication of Rates & Fees
 - Clerk Robert Vinande discussed with the board the suggestion to publish, on the FlynnTopwnship.org website, the various Rates & Fees charged by the township. The board all agreed to proceed with this; Clerk Robert Vinande will make the addition to the website.
 - The November Board Meeting needs to be moved from November 8 to November 15 due to the November General Election. Clerk Robert Vinande will update the date in the appropriate documents / website.
- **OTHER**
 - Supervisor Grant Burgess proposed to the board the appointment of Cam Keesler as Zoning Administrator.
 - A motion was made by Treasurer Brent Banks and seconded by Trustee Bob Alexander to approve the nomination of Cam Keesler as Zoning Administrator. **MOTION CARRIED**

ADJOURNMENT:

- A motion was made by Trustee Bob Alexander and seconded by Clerk Robert Vinande to adjourn the meeting. **MOTION CARRIED**

NEXT MEETING:

- The Flynn Township Board Meeting will be held on Tuesday, September 13th, 2022 8:00 p.m. at the Flynn Township Senior Center.

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

July 19, 2022

Presentation of 2021 Audit Report from Yeo and Yeo Representative Jamie Rivette

Authorized Sheriff Dept. to purchase body cameras, tasers, video recording licenses, software and training from Axon Enterprises-cost not to exceed \$344,891.99 for immediate approval, funding from ARPA funds and possible \$58,000.00 reimbursement from MMRMA Grant.

Authorized DTF to fund De-escalation Training for 66 Law Enforcement Officers from Calibre Press cost not to exceed \$2,310.00.

Authorized wage increase from \$25.00 per hour to \$28.00 per hour effective Aug 1. Funding from the Federal Transportation Reimbursement.

Authorized Sheriff Dept. to purchase 8 additional cameras and upgrade to a 48 port VMS Switch cost not to exceed \$24,403.85. Funding from the Inmate Commissary Funds.

August 2, 2022

Resolution passed approving the Michigan State Police Post Lease Agreement.

Resolution passed supporting MDNR Trust Fund Project Agreement for Forester Park.

Reports presented:

Bob Brown, Executive Director of Region VII Agency on Aging.

Jerry Johnson, MSU Extension.

Ruth Macalpine, Acting Administrator of Sanilac County Medical Care Facility, request for BOC approval of millage language.

Authorized County Clerk to hire Paula Messing as a temporary employee to assist in training of new employees.

Authorized State funded 5% cost of living allocation be paid in Counseling four quarterly payments to the Victim's Service Coordinator.

Authorized servicing of the Tactic Identification Reader equipment and annual certification, cost, \$2,457.00 with funding from the Drug Task Force Millage.

Approved the annual Professional Counseling Center Life Skills Agreement for FY 2022 cost not to exceed \$90,000.00.

Approved a change order with Stone Builders to replace the roof of the existing bathhouse as part of the ADA addition project, cost, \$12,000.00.

Award bid for engineering services of Evergreen Park Sewer Extension Project to BMJ Engineers and Surveyors, cost, \$64,300.00.

Approved Millage Language for renewal of the Sanilac County Medical Care Facility at 0.2000.

Roger C. Ballard

Commissioner-District 4

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