



TOWNSHIP OF FLYNN
REGULAR MONTHLY BOARD MEETING MINUTES
October 11, 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 and Trustee Jeff Keesler

MEMBERS ABSENT: None

GUESTS: Deputy Supervisor Gene Burgess, Roger Ballard, Assessor Thomas Lupo, Christine Lee, Deputy Treasurer Tracy Banks and Jessie Knox.

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.
 - Assessors are required to attend several classes and Assessor Thomas Lupo is busy with the required training.
- **COMMISSIONER’S REPORT**
 - Sanilac County currently does not have a Health Department Food Inspector but is in the process of trying to hire one.
 - Commissioner Roger Ballard’s Report is attached starting on page 4 of this document.
- **PUBLIC COMMENT**
 - Jessie Knox informed the board of his concern regarding the existing 50’ access path for parcel 100-0935-300-030-02 and inquired regarding why it was created. After discussion, it is unknown why the access path was carved out of the surrounding parcels; all parcels are properly surveyed.
 - Jessie Know expressed concern regarding residents in the area of his home disturbing the landfill which is no longer in operation. Those familiar with the area noted there are no plans for excavation in that area.
- **APPROVAL OF MINUTES**
 - A motion made by Trustee Bob Alexander and seconded by Trustee Jeff Keesler to approve the September 13th minutes as presented. **MOTION CARRIED**

- **APPROVAL OF TOWNSHIP TREASURER’S REPORT**

- A motion made by Clerk Robert Vinande and seconded by Trustee Jeff Keesler to accept the Treasurer’s Balance Sheet as presented on October 11th. **MOTION CARRIED**

- **APPROVAL OF TOWNSHIP EXPENSES:**

- A motion made by Trustee Jeff Keesler and seconded by Trustee Bob Alexander to accept the October bills as presented for a total of \$9,649.70 on October 11th. **MOTION CARRIED**

UNFINISHED BUSINESS:

- **ACTION ITEMS**

- Reviewed the Action Item Process Clerk Robert Vinande will follow moving forward.
- Clerk Robert Vinande reviewed the current Open Action Items and updated them.

- **SENIOR CENTER / PARK**

- Clerk Robert Vinande updated the board regarding the replacement of the eight playground swings he and his wife completed.
- Superintendent Grant Burgess presented the board with an estimate for a 24kw Generac Generator, Transfer Switches, ... and installation. The board discussed the need for a generator and reviewed the multiple estimates received. A motion was made by Trustee Jeff Keesler and seconded by Treasurer Brent Banks to accept the bid from Old’s Electric LLC. **MOTION CARRIED.** Supervisor Grant Burgess will arrange for the installation.

- **NATURE CENTER**

- No discussion.

- **ROADS**

- Clerk Robert Vinande inquired regarding the condition of Stiles Road. Supervisor Grant Burgess noted the road condition is really improving with regular grading being performed by the Road Commission.

- **CLERK’S ITEMS**

- Inquired of the board members if anyone has suggested updates for the existing “Wind Energy Conversion Systems Ordinance”; discussion resulted in no suggested updates.
- “Omard Cemetery Online” was held on Friday, Sept. 30 by Clerk Robert Vinande and 35 individuals were in attendance and the content was well received.
- Clerk Robert Vinande researched the bidding process for the township and found there is no specific threshold when multiple bids are required; per the MTA, the bidding process is established at the township level. ARPA funds, however, do have thresholds where multiple bids are required when exceeded.
- 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**

- Deputy Clerk Gene Burgess requested the board consider covering the gas required to combine the corn at the Nature Center performed by Larry Nielsen. Motion made by Trustee Bob Alexander and seconded by Trustee Jeff Keesler to reimburse Mr. Nielsen \$250 for the fuel. **MOTION CARRIED**

- **ROADS**

- Treasurer Brent Banks noted the condition of Bailey Road North of Peck Road and the need for work to be done to address the west side of the road. Supervisor Grant Burgess will discuss Bailey Road with Les at the County Garage.
- Supervisor Grant Burgess presented the board with two “Township Agreement for Improvements on Local Roads” for approval; both were signed by board members. Clerk Robert Vinande to ensure paperwork is promptly sent to the Road Commission for their signatures/approval/execution.
 - Purchase of Patching Gravel
 - Second Roadside Mowing
- Supervisor Grant Burgess informed the board regarding the County Road Commission’s work being performed on Smith Road; they are making progress with drainage issues and additional gravel.

- **CLERK’S ITEMS**

- Clerk Robert Vinande provided copies of the three Proposals which will be on the November 8 General Election.
- Reviewed complaint made by a Lapeer County resident (to the State of Michigan) who was visiting Flynn Township and was upset by the manure stench. No violations were noted by the State of Michigan.
- Clerk Robert Vinande submitted the 2023 Scrap Tire Recycling Grant Application to the State of Michigan for one full-size semi-trailer.
- Land Use Permits
 - Clerk Robert Vinande discussed with the board the Land Use Permit process and the how the Zoning Administrator should be compensated.
 - Motion made by Trustee Bob Alexander and seconded by Clerk Robert Vinande to compensate the Zoning Administrator \$10 per Land Use Permit issued. **MOTION CARRIED**
- November 8 General Election
 - Clerk Robert Vinande reviewed the list of proposed Elections Inspectors for the General Election.
 - Motion made by Clerk Robert Vinande and seconded by Trustee Jeff Keesler to approve the list of Election Inspectors as proposed. **MOTION CARRIED**
 - The Public Accuracy Test will be conducted on October 27 @ 7 pm at the Senior Center; the public is invited and Clerk Robert Vinande encouraged the board members attend to understand the process.
 - Election Inspector Dry-Run / Training will be conducted on Sunday, November 6 @ 7 pm at the Senior Center.

- **OTHER**

- Deputy Clerk Gene Burgess provided an update on the current happenings at the Brown City Fire Authority.
- Clerk Robert Vinande reviewed the New Action Items from the meeting.

ADJOURNMENT:

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

NEXT MEETING:

- The Flynn Township Board Meeting will be held on Tuesday, November 15th, 2022 7:00 p.m. at the Flynn Township Senior Center.

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

September 20, 2022

Appointed Anne Soule to the S.A.V.E. Partnership Millage Board for a partial 4 year term expiring 12/31/24.

Approved FA-126-22 (A) Awarding bid for tree removal and processing at Lexington Park to King's Stump Grinding at a cost not to exceed \$8,108.00.

Approved FA-139-22 Authorizing the Health Dept. increase of the Medical Examiner's budget in the amount not to exceed \$22,604.00.

Approved FA-141-22 Authorizing the Sheriff's Dept. to install a Sewer Debris Collection System from Stormtrap, LLC at a cost not to exceed \$253,000.00 with funding from the ARPA Funds.

Approved FA-142-22 Authorizing the S.A.V.E. Partnership Millage Board to utilize up to \$5,000.00 to provide food vouchers to participants at the 2022 Harvest Hop Activity.

Approved FA-143-22 Approving the HSGP subrecipient agreement for additional radios and authorizes the Board Chairman to sign the necessary agreement.

FA-144-22 Approves the purchase of a Public Access Document Kiosk from Advanced Kiosks for the purpose of the public accessing court and county forms and print or scan documents into the system, along with submitting to various courts and departments, at a cost not to exceed \$14,402.22, with funding from the Circuit Court Coronavirus Emergency Supplemental (CESF) Grant.

Approved FA-145-22 Authorizing final payment in the amount of \$53,427.50 to Contrarian Holdings, LLC as part of the membership of the pooled Pareto Health Program for the County's Self Funded Health Insurance Model.

Approved FA-146-22 Awarding the bid for snow removal and salting to Steve Scribner A+ Lawn and Snow Care for the years 2023 and 2024 with funding from the Building and Grounds Budget.

Approved FA-147-22 Authorizing the 24th Circuit Court Juvenile Division to purchase one 2023 Ford Explorer from Signature Ford, total cost \$42,075.00, funding from , USDA Grant-\$11,500.00, Juvenile Budget-\$30,575.00. Funding for a partition, at a cost of \$2,200.00 to come from the General Fund Contingency.

Approved NFA-040-22 Appointment of Evanna Kucharczyk to the 73A District Court Magistrate Position effective August 1, 2022.

Approved NFA-040-22 Authorizing amendments to the County Credit Card Use Policy No. 408.

Approved NFA-041-22 Authorizing amendments to the County Resignation Policy No. 1044 regarding exit interviews.

Approved NFA-042-22 Authorizing amendments to the County Purchasing Policy No. 423 which increases the maximum spending limit without bids from \$2,000.00 to \$3,500.00.

October 4, 2022

Approved FA-151-22 Authorizing disposal of 1-2017 Ford Interceptor through Albrecht's Auction Service of Vassar, proceeds go to the Sheriff's Dept. Vehicle Budget Line.

Approved FA-152-22 Authorizes Sheriff's Dept. to sponsor one person to attend Delta Colleges Basic Police Academy at a cost not to exceed \$8,603.00 with funding from the Sheriff's Dept. Budget Training Line. Lt. Nathan Smith also reported that the Sheriff's Dept. has been awarded \$20,000.00 in training grants.

Approved FA-153-22 Authorizing the Board Chairman to sign the revised project authorization for FY2018 Section 5311 Capital Formula Grants for Rural Area Programs.

Finance and Administration Meeting;

FA-10/4/22 Authorized and approved for immediate action low bid of \$38,678.64 to Tri County Equipment for purchase by Parks of a John Deere tractor for Forester Park. Tractor currently in use will go to Lexington Park.

FA-10/4/22 Authorized and approved for immediate action low bid of \$11,967.18 to Common Ground Electric for connection of Lexington Park to the Municipal Water Supply.

FA-10/4/22 Supported for immediate ARPA Committee recommendation to allocate \$1,222,708.07 for paying off one of the Jail Debt Bonds. This eliminates 18 years of payments and saves the taxpayers approximately \$394,000.00 in interest.

Roger C. Ballard
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