



TOWNSHIP OF FLYNN
REGULAR MONTHLY BOARD MEETING MINUTES
January 10, 2023

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 and Trustee Jeff Keesler

MEMBERS ABSENT: Bob Alexander, Trustee

OTHERS: Deputy Supervisor Gene Burgess, Commissioner Christine Lee and Assessor Thomas Lupo.

REGULAR AGENDA:

- **PLEDGE OF ALLEGIANCE**
- **REGULAR BOARD MEETING CALLED TO ORDER BY** Supervisor Grant Burgess at 7:00 p.m.
- **ASSESSOR’S REPORT**
 - March Board of Review (BOR) will be held on either March 13 & 14 or 15 & 16. Assessor Thomas Lupo will confirm the date at the February meeting.
 - One BOR member requires training this year; Howard Wilson will be attending the BOR Training at the Sanilac Career Center on February 8.
- **COMMISSIONER’S REPORT**
 - Commissioner Christine Lee’s Report is attached starting on page 4 of this document.
- **PUBLIC COMMENT**
 - None
- **APPROVAL OF MINUTES**
 - A motion made by Trustee Jeff Keesler and seconded by Clerk Robert Vinande to approve the December 14th as presented. **MOTION CARRIED**
- **APPROVAL OF TOWNSHIP TREASURER’S REPORT**
 - Clerk Robert Vinande inquired of rates the township receives for funds at the Tri-County Bank.
 - **ACTION ITEM** – Treasurer Brent Banks to inquire of the interest rates the township currently receives for funds at the Tri-County Bank.
 - A motion made by Clerk Robert Vinande and seconded by Trustee Jeff Keesler to accept the Treasurer’s Balance Sheet as presented on January 10th. **MOTION CARRIED**

- **APPROVAL OF TOWNSHIP EXPENSES:**

- A motion made by Trustee Jeff Keesler and seconded by Treasurer Brent Banks to accept the January bills as presented for a total of \$28,774.31 on January 10th. **MOTION CARRIED**

UNFINISHED BUSINESS:

- **ACTION ITEMS**

- Clerk Robert Vinande reviewed the current Open Action Items and updated them.

- **SENIOR CENTER / PARK**

- Senior Center Remodeling
 - Treasurer Brent Banks reviewed with the board some options for lighting in the Senior Center.
 - Treasurer Brent Banks discussed replacement of the existing drop ceiling panels.
 - Board discussed closure of the Senior Center from March 6-31 for the remodeling;
 - **ACTION ITEM** – Clerk Robert Vinande to publicize the closure on the township’s website and Facebook.
- Generac Generator
 - Supervisor Grant Burgess noted the generator installation is complete.
 - Clerk Robert Vinande suggested the board subscribe to the Generac Mobile-Link Monitoring application for \$49.99 annually; this subscription also enhances the warranty to a full 5 years for parts and labor.
 - Motion made by Treasurer Brent Banks and seconded by Trustee Jeff Keesler to subscribe to the Generac Mobile-Link Monitoring for \$49.99 a year. **MOTION CARRIED**
 - **ACTION ITEM** – Clerk Robert Vinande to connect the generator to the Senior Center Wifi and subscribe to the Generac Mobile-Link Monitoring application. Clerk Robert Vinande will perform the remote monitoring application.

- **NATURE CENTER**

- No discussion.

- **ROADS**

- Clerk Robert Vinande inquired regarding the Robert Sommer request for ditch improvements at the NE corner of Peck and Maple Valley Roads. Since the property is being sold, Clerk Robert Vinande was instructed to cancel the request with the Road Commission.
 - **ACTION ITEM** – Clerk Robert Vinande to cancel the ditch improvement request with the Road Commission.

- **CLERK’S ITEMS**

- Reminder of increases effective January 1, 2023
 - Fire Runs to \$1,500 per run
 - Land Use Permit to \$100 (\$200 for after the fact permits)
- 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 discussion.

- **NATURE CENTER**

- Deputy Clerk Gene Burgess informed the board of his efforts to assemble a group of “Friends of the Nature Center” to meet regarding activities and improvements which they may coordinate at the center.

- **ROADS**

- Supervisor Grant Burgess reviewed with the board the proposed Road Brine Agreement from the Road Commission for the 2023 season. All members noted they had received many complaints regarding the dust in 2022. Further discussion will take place at the February Meeting.
- **ACTION ITEM** – Supervisor Grant Burgess to inquire regarding what the county uses for brine and how can it be improved.
- **ACTION ITEM** – Supervisor Grant Burgess to contact other surrounding townships regarding how they handle their dust control.
- **ACTION ITEM** – Supervisor Grant Burgess to contact “Road Maintenance” of Dryden regarding what options they have for dust control.

- **CLERK’S ITEMS**

- Clerk Robert Vinande distributed the 2022 W-2 documents and discussed the 1099 documents which need to be sent.
- 2023 Mowing Agreements
 - Board discussed the need for new lawncare agreements for both the Omard Cemetery and the Senior Center & Park.
 - **ACTION ITEM** – Trustee Jeff Keesler to contact Tony Burton regarding a bid for the Senior Center & Park lawncare.
 - **ACTION ITEM** – Treasurer Brent Banks to contact Ross McIvor regarding a bid for the Omard Cemetery lawncare.
- Zoning Ordinance and “Barndominiums”
 - Clerk Robert Vinande discussed with the board if any changes need to be made to the Zoning Ordinance for “Barndominiums”. Conclusion was the current processes in place for Land Use Permits township level and permit processes (building, plumbing, electrical, ...) at the county level are sufficient to manage these type of building projects.
 - Board discussed the processes surrounding Land Use Permits and who is responsible for final approval, etc.. **ACTION ITEM** – Supervisor Grant Burgess to review what the approval process is and the role of the Planning Commission and Township Board.
- Zoning Training – Clerk Robert Vinande shared with the board a pamphlet he received regarding training available for board members and Zoning Administrators.

OTHER:

- Brown City Fire Authority
 - Flynn Township Fire Authority Representative Gene Burgess discussed the Fire Authority Acting Chief’s plan for rotation of equipment and right-sizing of equipment needed in the future.
 - Motion by Clerk Robert Vinande and seconded by Trustee Jeff Keesler to contribute \$7,200 (\$200 per section within the Fire authority) of the Township’s ARPA funds to the Fire Authority Equipment Fund provided the remaining entities in the Fire Authority also contribute their calculated amounts. **MOTION CARRIED**
- Clerk Robert Vinande reviewed the New Action Items from the meeting.

ADJOURNMENT:

- A motion was made by Treasurer Brent Banks and seconded by Trustee Jeff Keesler to adjourn the meeting. **MOTION CARRIED**

NEXT MEETING:

- The Flynn Township Board Meeting will be held on Tuesday, February 14th, 2023 7:00 p.m. at the Flynn Township Senior Center.

Commissioner's Report – District 5
Christine J. Lee
City/Village/Townships

January 3, 2023

The board re-elected District 1 Commissioner Jon Block as board chairman. District 2 Commissioner Roger Ballard as vice-chair, and District 4 Commissioner Bill Sarkella chair of the Finance and Administration committee. Joel Wyatt was appointed to a partial term on the board of public works. Michael Radford was appointed to a full-term on the board of public works. Nine other standing committee members being re-appointed.

NFA-001-23 Adopted the Commission By-Laws and Rules of Procedure and the 2023 meeting schedule.

FA-001-23 Authorized the payment of current claims for 2022 identified on the accounts payable report dated December 27, 2022, for the general bank account in the amount of \$87,443.35.

FA002-23 Authorized the payment of current claims for 2022 identified on the accounts payable report dated December 27, 2022, for the general bank account in the amount of \$97,407.17.

FA-003-23 Authorized establishing the following account, Rent-State of Michigan-Police Post.

NFA-002-23 Authorized bid payment for playground project – Parks Commission.

Sanilac County Board of Commissioners awarded and authorized Santoro Services the bid for the Forester Park playground project, at a cost not to exceed \$232,173,70, with funding of \$80,200.00, from the MDNR Trust Fund Grant and the remainder from the parks millage.

Met with County Administrator Nathan Roskey on December 12, 2022 in the morning and in the afternoon Sheriff Paul Rich and also tour the jail.

On January 11, 2023, I will be touring the Medical Care Facility, Animal Control, Recycling Center, 171 Dawson Street Building (Health Department, Medical Examiner, Medical Control Authority, Veterans Affairs, Michigan State Extension), Emergency Operations Center (Drug Task Force, 911/Central Dispatch, Emergency Management and last the Courthouse (24th Circuit /73A District Courts, Prosecuting Attorney, District Court Probation/Community Corrections Jury Room, Construction and Land Use, Family Court-Juvenile Division, Register of Deeds, County Clerk, County Treasurer, Drain Commissioner, Administration/Finance Department, Public Guardian, Equalization, Building and Grounds and Friends of the Court.

Christine J. Lee
Commissioner – District 5
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