



TOWNSHIP OF FLYNN
REGULAR MONTHLY BOARD MEETING MINUTES
February 14, 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: Trustee Bob Alexander

OTHERS: Deputy Supervisor Gene Burgess, Deputy Treasurer Tracy Banks, Commissioner Christine Lee, Assessor Thomas Lupo, Attorney Brian Garner, Brandon Walker, Randy King, Scott Stamm and Day Titcombe.

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 Wednesday, March 15 from 9 a.m. to 3 p.m. & Thursday, March 16 from 3 p.m. to 9 p.m. at the Flynn Township Senior Center.
 - Notice of Assessments will be sent shortly.
- **COMMISSIONER’S REPORT**
 - Commissioner Christine Lee’s Report is attached starting on page 5 of this document.
- **PUBLIC COMMENT**
 - King’s Ventures Processing
 - Brian Garner, Attorney for King’s Ventures Processing from Taylor Butterfield PC, spoke on behalf of his client (Randy King) to the board regarding the recently denied zoning request to operate a butcher shop at 5825 Shephard Road, Brown City, MI.
 - Mr. Garner noted the community support gathered for the business and the need for a meat processor in the area and urged the board to reconsider the Land Use Request.
 - Day Titcombe, a neighbor, noted her concerns regarding having a business at the Shephard Road location and is against approval.
 - A motion made by Treasurer Brent Banks and seconded by Trustee Jeff Keesler to table the request until the township can review it with their attorney. **MOTION CARRIED**
 - **ACTION ITEM** – Supervisor Grant Burgess to review the matter with the township attorney.
- **APPROVAL OF MINUTES**
 - A motion made by Treasurer Brent Banks and seconded by Trustee Jeff Keesler to approve the January 10th 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 February 14th. **MOTION CARRIED**

- **APPROVAL OF TOWNSHIP EXPENSES:**

- A motion made by Trustee Jeff Keesler and seconded by Treasurer Brent Banks to accept the February bills as presented for a total of \$3,411.11 on February 14th. **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; two samples have been installed for review by Cumper Brothers Electric.
 - A motion made by Trustee Jeff Keesler and seconded by Clerk Robert Vinande to have Cumper Brothers Electric replace all the overhead lighting in the Senior Center. **MOTION CARRIED**
 - Treasurer Brent Banks has Kurt Webber lined up to complete the wall patching, painting, ceiling tile installs and toilet replacements for \$2,000.
 - A motion made by Trustee Jeff Keesler and seconded by Clerk Robert Vinande to have Kurt Webber perform the wall patching, painting, ceiling tile installs and toilet replacements in the Senior Center. **MOTION CARRIED**
 - Board discussed the replacement of tables and chairs and decided to proceed only with replacement of the chairs.
 - **ACTION ITEM** – Treasurer Brent Banks to see what is available for replacement of the chairs.
 - Board discussed the need to clean the ductwork.
 - **ACTION ITEM** – Treasurer Brent Banks to look into details regarding HVAC ductwork cleaning.
 - **ACTION ITEM** – Clerk Robert Vinande to provide the township tax-exempt number as needed.
- Generac Generator
 - Clerk Robert Vinande connected the generator to the Senior Center wifi and subscribed to the Generac Mobile-Link Monitoring application. Generac has extended the warranty for the unit to 5 full years of parts and labor upon using the remote monitoring application.

- **NATURE CENTER**

- No discussion.

- **ROADS**

- Supervisor Grant Burgess shared his findings from speaking with neighboring townships and counties regarding their application of Dust Control Brine. Most use Wilkinson Solutions and more than one application is applied a season. Discussions also noted that Calcium Chloride controls road dust really well, however, is very difficult to clean off vehicles.
 - **ACTION ITEM** – Clerk Robert Vinande to inquire of Wilkinson Solutions how much it would cost for a second application of brine in late July and to report back at the March meeting.

- **CLERK’S ITEMS**

- Mowing Agreements
 - Motion made by Treasurer Brent Banks and seconded by Trustee Jeff Keesler to renew the 2023 Omard Cemetery mowing contract with McIvor Lawncare for \$4,500. **MOTION CARRIED**

NEW BUSINESS:

- **SENIOR CENTER / PARK**
 - No discussion.
- **NATURE CENTER**
 - No discussion.
- **ROADS**
 - Supervisor Grant Burgess shared the price of gravel for 2023 from Bechtel's
 - 21A @ \$19.95/ton
 - 22 @ \$11.40/ton
- **CLERK'S ITEMS**
 - 2022-2023 Budget
 - Clerk Robert Vinande reviewed the 2022-2023 Budget and actuals to-date; a small number of budget line items need to be adjusted as reviewed. Adjustments are Budget Neutral.
 - Motion made by Trustee Jeff Keesler and seconded by Treasurer Brent Banks to amend the 2022-2023 Budget Amounts as noted below. **MOTION CARRIED**
 - Building and Grounds to \$6,800
 - Assessor Expense to \$9,000
 - Cemetery Expense to \$11,600
 - License and Permits to \$600
 - Supervisor to \$11,000
 - Road Expense to \$62,000
 - Ditch Cleanout to \$500
 - Drain at Large to \$8,000
 - Legal & Accounting to \$3,900
 - Fire Protection to \$22,000
 - Other Expense to \$2,900
 - Board discussed the need for a separate budget line item for "Ditch Cleanout" and decided to include it within the "Roads" budget line item. **ACTION ITEM** – Clerk Robert Vinande will combine the "Ditch Cleanout" budget line item into the "Roads" line item prior to the 2023-2024 Budget Hearing.

OTHER:

- New Land Use Permits
 - None requested since the last meeting.
- Flynn Township Website
 - Supervisor Grant Burgess noted the "Rates & Fees" data is difficult to print from the website.
 - **ACTION ITEM** – Clerk Robert Vinande will create a link on the website to a printable document for the "Rates & Fees" data.
- Brown City Fire Authority
 - No update.
- ARPA Funds Request
 - Treasurer Brent Banks reviewed with the board a letter received from the Marlette Police Department to request ARPA funds to fund a Resource Office for the Marlette Schools. The funds requested would correlate to the number of Flynn Township residents who attend the Marlette Schools.
 - Motion made by Treasurer Brent Banks and seconded by Clerk Robert Vinande to deny the request. **MOTION CARRIED**
- Clerk Robert Vinande reviewed the New Action Items from the meeting.

ADJOURNMENT:

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

NEXT MEETING:

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

Commissioner's Report – District 5 City/Village/Townships

January 13, 2023 - attended a Huron County Council on Aging meeting.

January 17, 2023:

Attended the Health Board meeting.

1. Re-keying the old Maple Valley Elementary building. Working on Maple Valley usage forms.
2. Sanilac remains at the medium level for Covid, cases are going down. This year's flu shot has a nearly 50% efficacy against hospitalization from the major strain, according to the CDC.
3. There has been a shortage of Children's fever medications locally (Tylenol and Motrin liquid especially).
4. Less cases of carbon monoxide poisoning, because of the warmer winter.
5. Dementia may be associated with moderate-to-severe hearing loss.
6. Our current school nurses have met with staff from Sandusky, Peck, and Cros-Lex. Input from these schools they have been able to prioritize some projects to start working on.

Sanilac County Board of Commissioners Meeting:

Tim Heiden was appointed to a 3-year term on the Brownfield Redevelopment Board (12/31/25)

Juanita Smith and Robert Vinande were appointed to a partial term on the Council on Aging Board (12/31/24)

Rick Mitchell was appointed to a 1-year term on the Landfill Operations & Recycling Center Advisory Board (12/31/23)

FA-004-23 Authorized the payment of 2022 current claims, identified payable report dated January 10, 2023, for the general bank account in the amount of \$80,037.48.

FA-005-23 Authorized the payment of 2023 current claims, identified payable report dated January 10, 2023, for the general bank account in the amount of \$65,978.94.

FA-006-23 Authorized the Budget Amendments, Transfers and establishes 5 accounts.

FA-007-23 Authorized the payment of additional general fund bank account checks charged to December 2022 in the amount of \$809,358.43.

FA-090-22(A) Authorizes the purchase of three Sterling Triplex Programmable Water Softeners along with two 325 Gallon Storage tanks, at a cost not to exceed \$101,436.14 with funding of \$92,312.64 from ARPA Funds and the remainder of \$9,123.50 for the Commissary Funds.

Attended the Finance & Administration Committee Meeting.

After the Board of Commission Meeting the three new commissioners tour 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.

February 1, 2023 – attended the LEPC Committee/Emergency Management Meeting

February 7, 2023:

Sanilac County Board of Commissioners Meeting:

Presentation by Trudy Bowers, County Treasurer – shared the duties of the County Treasurer.

1. dog license now because the price is going to go up at the end of February.
2. Annual auction sales of foreclosed properties are done online.

Resolution to Honor the Michigan Association of Counties on its 125th Anniversary.

NFA-044-22(A) – Approved the 2023 Remonumentation Grant Applications in the amount of \$80,637.00 to monument 57 corners and further appoint the following to complete the 2023 grant year.

1. County Representative: John Milletics - \$4,8338.00
2. Grant Administrator: Leslie Hilgendorf - \$2,500.00
3. Surveyors: John Milletics, Ben Tank, and Charles Koob of Atlas Surveying, total of \$68,400.00
4. Peer Group Members: Ben Tank, Charles Koob & Russell Brown, total of \$2,184.00

FA-008-23 Authorized the payment of current claims for 2022, identified on the account payable report dated January 31, 2023 for the general accounts in the amount of \$31,050.97.

FA-009-23 Authorized the payment of current claims for 2023, identified on the account payable report dated January 31, 2023 for the general accounts in the amount of \$12,418.38.

FA-010-23 Authorized the Budget Amendments, Transfers and establishes 13 accounts and further establish 11 accounts.

FA-011-23 Approved the 2023 DATA Management/Printing Services agreement & fees and further authorize the BOC Chair to sign the necessary documents.

FA-012-23 Approved the agreement to provide Agricultural Appraisal Services, between the county and MAC Assessing Services LLC, for 3 years with an increase of 2% for each year, at a cost not to exceed \$40,840.00 for the 2024 study, \$41,660.00 for the 2025 study and \$42,500.00 for the 2026 study, with the funding from the Equalization Budget and authorize the BOC Chair to sign the necessary agreement.

FA-013-23 Approved the 2023 agreement between the county and White Oak Appraisal at a cost not to exceed \$27,983.00 with funding from the Equalization Budget and authorize the BOC Chair to sign the necessary agreement.

Guest: Representative Greg Alexander informed us that he is in Lansing on Tuesday, Wednesday and Thursday. He is serving on the Agricultural, DNR, and ??? committee.

February 8, 2023 Attended the MAT County Administrator Nathan Roskey and Sheriff Rich were guest speakers.
Next MTA meeting July 19, 2023 at 6:00 PM (Order off the menu 5:00 PM)

*Also note my new email address and phone number. Please use these when conducting county business.

Christine J. Lee
Commissioner – District 5
clee@sanilaccounty.net
810-648-5556

On the Sanilac County Webpage, please take the Public Survey - Sanilac County Master Plan. Located in the middle of the front page. Also check the information for your township or city on the county website.