



**TOWNSHIP OF FLYNN**  
**REGULAR MONTHLY BOARD MEETING MINUTES**  
April 11, 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, Trustee Bob Alexander and Trustee Jeff Keesler

**MEMBERS ABSENT:** None

**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**
  - The 2024 database is now being used for assessment changes by Assessor Thomas Lupo.
  - The Sanilac County Board of Commissioners approved the equalization on April 11, 2023.
  - Six veterans’ property tax exemptions were processed at the April Board of Review Meeting.
- **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 Trustee Bob Alexander to approve the March 14th minutes as presented. **MOTION CARRIED**
- **APPROVAL OF TOWNSHIP TREASURER’S REPORT**
  - Discussed need to protect township funds due to the FDIC limit of \$250,000. per account.
  - A Motion made by Clerk Robert Vinande and seconded by Treasurer Brent Banks to move \$100,000. (One Hundred Thousand Dollars) from the General Fund at Tri-County Bank to a new checking account at ChoiceOne Bank. **MOTION CARRIED**
  - A motion made by Trustee Bob Alexander and seconded by Trustee Jeff Keesler to accept the Treasurer’s Balance Sheet as presented on April 11th. **MOTION CARRIED**

- **APPROVAL OF TOWNSHIP EXPENSES:**

- A motion made by Trustee Bob Alexander and seconded by Treasurer Brent Banks to accept the April bills as presented for a total of \$21,587.46 (+ Planning Commission and Zoning Board of Appeals expenses) on April 11<sup>th</sup>. **MOTION CARRIED**

## **UNFINISHED BUSINESS:**

- **ACTION ITEMS**

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

- **SENIOR CENTER / PARK**

- Senior Center Remodeling
  - The Senior Center remodeling of the main meeting room has been completed. The board complimented Treasurer Brent Banks for leading the project.
  - Kitchen and restroom remodeling will be undertaken in the future.

- **NATURE CENTER**

- Deputy Supervisor Gene Burgess noted there will be planting of crops soon in various areas within the Nature Center.

- **ROADS**

- Supervisor Grant Burgess was contacted regarding a section of road near the crossroads of Juhl and Aitken Roads which is in very poor condition. Supervisor Burgess visited the section of road and had further discussion with the county garage.

- **CLERK'S ITEMS**

- Outside Meetings Payment Policy
  - Clerk Robert Vinande reviewed with the board the need to update the “Outside Meetings Payment Policy” to address the need to have payroll taxes withheld from the checks.
  - Motion made by Trustee Bob Alexander and seconded by Trustee Jeff Keesler for the township to pay 100% of the payroll taxes on checks cut for outside meetings (i.e. Planning Commission Meetings, Zoning Board of Appeals, ...). **MOTION CARRIED**
  - **ACTION ITEM** – Clerk Robert Vinande to update the “Outside Meetings Payment Policy” to include the decision for the township to pay 100% of the payroll taxes on checks cut for outside meetings.
- Automated External Defibrillator (AED)
  - Clerk Robert Vinande reviewed his discussion with the township’s insurance agent regarding having an AED in the Senior Center; there are no negative aspects of having an AED from an insurance/liability point of view.
  - A motion made by Clerk Robert Vinande and seconded by Trustee Bob Alexander to purchase a Phillips HeartStart FRX Defibrillator for \$1,399.00 with the use of ARPA funds. **MOTION CARRIED**
  - Clerk Robert Vinande submitted the township’s Use Tax Certificate to the vendor and no sales taxes was charged.

## **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**

- Kennel Special Exception Use Public Hearing (David Shetler on Smith Road)
  - Scheduled for Tue. April 18, 7 p.m. with the Planning Commission
- Zoning Board of Appeals for King's Ventures Inc.
  - Date TBD
- 2023 ARPA Annual Reporting Due April 30
  - Clerk Robert Vinande is compiling the information needed to satisfy the annual ARPA Funding reporting requirement which needs to be completed by April 30.
- Refinishing Outside Bench and Eagle Figurine
  - Clerk Robert Vinande shared with the board the request from Bob Conely to volunteer his time to refinish the outside bench by the Sr. Center entrance and the carved Eagle figurine provided the township provide the refinishing materials. The board fully supports the work being done.
    - **ACTION ITEM** – Deputy Supervisor Gene Burgess to follow up with Bob regarding materials needed and to proceed with the refinishing work.

**OTHER:**

- **Planning Commission Membership**

- The board discussed the need to have additional resources named to the township's Planning Commission.
  - **ACTION ITEM** – Deputy Supervisor Gene Burgess to reach out to John Trowbridge and see if he would be willing to serve on the commission.
  - **ACTION ITEM** – Clerk Robert Vinande to reach out to Mike Pihaylic and see if he would be willing to serve on the commission.

- **Brown City Fire Authority**

- No update.

- 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, May 9th, 2023 8:00 p.m. at the Flynn Township Senior Center.

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

March 20, 2023 –

Child Abuse Prevention Council

- T-shirt fundraiser last day to order – to have for April
- Coloring contest
- Wear blue on Friday April 14th and snap a picture with your team
- April 18th going to the Capital, CTM partners will be there, speakers and then planting a pinwheel garden.
- 3 Billboards throughout the county M-53, M-19 and M-25
- Display on the courthouse lawn

Council on Aging

- 4 Meal sites in the county. Congregate anyone over the age of 60 for a total pf 691 Meals
  1. 63 Meals - Deckerville on Black River Rd, 129 Meals - Sandusky, High Rise, both places are open 10:30 – 1:30, Monday – Thursday.
  2. 214 Meals - Marlette VFW, is open 10:30 – 1:30, Monday, Tuesday, & Thursday
  3. 285 Meals - Lexington Lion Club is open 9:00 – 3:00, Monday - Thursday
- 4,394 Home Delivered Meals
- \$7.41 cost of a meal
- 71 People on a waiting list for home delivered meals. \$63,810386 to remove from the list
- Sanilac Building Ties Committee is a non-profit group that provides service to Seniors.
  1. Hosting a Senior Fair on Friday, June 23rd at Sandusky High School from 10:00 – 2:00

March 21, 2023

Health Board

- 37 COVID cases this month, 50 last month
- Early Childhood Access Fair on April 15th at Maple Valley 11:00 AM – 1:00 PM
- Health Department is updating their website
- Nearly half of US children ages 1 to 5 years don't eat vegetables daily
- Community is down 3-4 dentist. MCDC Dental Clinic is still closed (no dentist)

Board of Commissioners Meeting

Bob Brown, Executive Director, Region VII Area Agency on Aging, gave a presentation to the board highlighting services provided and fiscal oversight.

SANILAC COUNTY BOARD OF COMMISSIONERS HEREBY NOMINATED JOYCE JOHNSON, BRETT LESTER, KRISTEN MIELKE, ELVA MILLS, AND JESSICA SIMON FOR THE SANILAC COUNTY COMMUNITY MENTAL HEALTH BOARD FOR A THREE (3) YEAR TERM, EXPIRING 3/31/2026.

SANILAC COUNTY BOARD OF COMMISSIONERS HEREBY APPOINTS TEDDY PACE TO THE REGION 10 SUBSTANCE USE DISORDER ADVISORY BOARD FOR A TWO (2) YEAR TERM, EXPIRING 3/31/2025.

Appointed by Commissioner Ehardt: District 6 Rep – Dale Schwarm & Dennis Measel to the Council on Aging Partial term ending 12/312024.

FA-061-22(A) - AUTHORIZED THE RECYCLING CENTER TO PURCHASE A TOYOTA MODEL FORKLIFT FROM BELL FORKLIFT, WITH IMMEDIATE APPROVAL AT A COST NOT TO EXCEED \$42,072.00, WITH FUNDING FROM THE RECYCLING CENTER.

FA-037-23 – APPROVED THE PAYMENT OF CURRENT CLAIMS FOR 2023 IDENTIFIED ON THE ACCOUNTS PAYABLE REPORT DATED MARCH 14, 2023, FOR THE GENERAL BANK ACCOUNT IN THE AMOUNT OF \$129,892.79.

FA-039-23 - APPROVED THE PAYMENT OF ADDITIONAL GENERAL FUND BANK ACCOUNT CHECKS CHARGED TO

FEBRUARY, 2023, AS FOLLOWS: ADDITIONAL GENERAL FUND BANK ACCOUNT CHARGES FOR FEBRUARY 2023  
\$504,515.28 ACH PAYMENTS \$156,204.19 CHECKS \$660,719.47 TOTAL

FA-040-23 - AUTHORIZED THE SHERIFF'S OFFICE DISPOSE OF A 2016 FORD EXPLORER, VIN NUMBER ENDING IN 31041 WITH 129,255 MILES, 2016 CHEVROLET TAHOE, VIN NUMBER ENDING IN 29236, WITH 162,227 MILES AND A 2017 FORD EXPLORER, VIN NUMBER ENDING IN 63341 WITH 124,500 MILES THROUGH ALBRECHT AUCTION SERVICE OF VASSAR AND FURTHER AUTHORIZES ALL PROCEEDS OF THE SALES BE DEPOSITED INTO THE SHERIFF'S OFFICE VEHICLE LINE.

FA-041-23 - AUTHORIZED THE REINSTATEMENT OF THE \$15,000.00, STIPEND FOR THE SHERIFF FOR THE PURPOSE OF THE MANAGEMENT, RESPONSIBILITIES AND PROCESS OF THE FEDERAL BED RENTAL PROGRAM/CONTRACT, SUBJECT TO ANNUAL REVIEW BY THE PERSONNEL COMMITTEE AND FURTHER IF THE CONTRACT CEASES SO WILL THE STIPEND EFFECTIVE UPON APPROVAL BY THE BOARD.

FA-042-23 - APPROVED A THREE (3) YEAR LEASE AGREEMENT BETWEEN THE COUNTY OF SANILAC AND SANILAC TRANSPORTATION CORPORATION FOR THE PERIOD OF JANUARY 1, 2023 THROUGH DECEMBER 31, 2025.

FA-043-23 - AUTHORIZED CENTRAL DISPATCH PURCHASE FOUR (4) MODUCOM RADIO TUESDAY, MARCH 21, 2023 69 (UNOFFICIAL MINUTES) CONSOLE COMPUTERS, AT A COST NOT TO EXCEED \$10,957.99, WITH FUNDING FROM THE 911 MILLAGE FUND, FOR IMMEDIATE APPROVAL.

FA-044-23 - AUTHORIZED A RENEWAL OF THE ANNUAL SUBSCRIPTION OF THE SMART 911 APPLICATION, AT A COST NOT TO EXCEED \$5,724.50, WITH FUNDING FROM THE 911 MILLAGE FUND.

Public Comments: Bill Walters, Agency on Aging Advisory Board Member for Sanilac County, offered information regarding dining sites in Deckerville, Lexington, Marlette, and Sandusky. Mr. Walters further updated the Board that 71 Sanilac County senior citizens are not receiving meals. He stated that the Human Development Commission would need \$63,000.00 to keep those residents fed for the rest of the year and would be interested in applying for any funds from ARPA, etc.

Mark Kenward, Fremont Township Resident, expressed to the Board his frustration with the Fremont Township Board with regard to the open office hours, conflict of interest, and having to buy copies of minutes.

Hanjoo Jun, Regional Director of the Samsung Renewable Energy Team, was present to speak with the Board regarding the Watertown Township Solar Project.

Ken Landsburg, Watertown Township Resident, requested that the Board shed some positive light on the renewable energy matters within the county to maintain their unbiased opinion.

March 22, 2023 – Attended the County Wide DPW Meeting.

March 29, 2023 – Attended the Elk Township meeting.

March 30, 2023 – Attended the Elmer Township meeting.

April 4, 2023

Board of Commissioners Meeting

Drain Commissioner, Doug Sweet, presented to the Board the 2022 Annual Drain Report with an overview of projects and accounting. Commissioner Sweet further informed the Board that his office is applying for a USDA Grant to purchase a utility vehicle to help with drain projects.

Jim Knight, Bear Lake Township Trustee of Kalkaska County and Neil Wallace, Anglers of the Au Sable Board Member, presented to the Board their opposition for the Camp Grayling Expansion. Mr. Knight and Mr. Wallace further requested that the Board adopt a resolution of the same.

SANILAC COUNTY BOARD OF COMMISSIONERS HEREBY NOMINATED JOSEPH ALLEN, JAMES BOWERMAN, META SILANCE, AND JIM TERPENNING FOR THE SANILAC COUNTY PARKS & RECREATION BOARD FOR A THREE (3) YEAR TERM, EXPIRING 4/8/2026.

SANILAC COUNTY BOARD OF COMMISSIONERS HEREBY APPOINTED JANET STANLEY TO THE SANILAC COUNTY JURY BOARD FOR A SIX (6) YEAR TERM, EXPIRING 4/30/2029.

THE SANILAC COUNTY BOARD OF COMMISSIONERS HEREBY ADOPTED THE FOLLOWING: SANILAC COUNTY BOARD OF

COMMISSIONERS RESOLUTION TO OPPOSE THE CAMP GRAYLING EXPANSION.

SANILAC COUNTY BOARD OF COMMISSIONERS HEREBY ADOPTED THE FOLLOWING: RESOLUTION AUTHORIZING ENTRY OF PARTICIPATION AGREEMENTS IN PARTIAL SETTLEMENT OF THE NATIONAL PRESCRIPTION OPIATE LITIGATION AND ENTRY OF STATE LOCAL GOVERNMENT INTRASTATE AGREEMENT CONCERNING ALLOCATION OF SETTLEMENT PROCEEDS.

FA-045-23 - APPROVED THE PAYMENT OF CURRENT CLAIMS FOR 2023 IDENTIFIED ON THE ACCOUNTS PAYABLE REPORT DATED MARCH 28, 2023, FOR THE GENERAL BANK ACCOUNT IN THE AMOUNT OF \$373,941.82.

FA-047-23 – AUTHORIZED THE PARKS & RECREATION BOARD POST AND FILL THE FORESTER PARK OFFICE MANAGER POSITION AT A PAYGRADE 3.

FA-048-23 - AUTHORIZED AND AWARDS BERGER CHEVROLET, INC., GRAND RAPIDS, MI, THE BID FOR FIVE (5) CHEVROLET TAHOE 9C1 VEHICLES, FOUR (4) TO BE ASSIGNED TO THE UNIFORM SERVICES DIVISION AND ONE (1) TO THE DRUG TASK FORCE AT A COST OF \$40,881.00, EACH, FOR A TOTAL COST NOT TO EXCEED \$204,405.00, WITH FUNDING FOR FOUR (4) VEHICLES FROM THE SHERIFF'S OFFICE VEHICLE LINE AND FUNDING FOR ONE (1) VEHICLE FROM THE DRUG TASK FORCE LINE.

FA-049-23 – AUTHORIZED AND AWARDS ARROWHEAD UPFITTERS, INC., OF LAPEER, MI, THE BID FOR FOUR (4) SETS OF VEHICLE EQUIPMENT TO OUTFIT FOUR (4) 2023 CHEVROLET TAHOE 9C1 POLICE PACKAGE VEHICLES TO BE ASSIGNED TO THE UNIFORM SERVICES DIVISION AT A COST OF \$13,934.00 EACH, FOR A TOTAL COST NOT TO EXCEED \$55,736.00, WITH FUNDING FROM THE UNIFORM SERVICES VEHICLE EQUIPMENT LINE AND COMMISSARY FUND.

FA-050-23 - APPROVED CONTRACTUAL LAW ENFORCEMENT SERVICES CONTRACTS FOR A FULL AND PART-TIME POSITION BETWEEN THE TOWNSHIP OF WORTH AND THE SANILAC COUNTY SHERIFF'S OFFICE AND FURTHER AUTHORIZES THE ADJUSTMENT OF THE FULL TIME EQUIVALENT (FTE) LIST TO REFLECT AN INCREASE OF 1.5 FTE AND IF THE CONTRACTS CEASE THE FTE LIST WILL BE REDUCED BY 1.5.

FA-051-23 - AUTHORIZED THE SHERIFF'S OFFICE TRADE IN DEFECTIVE FIREARMS AND PURCHASE A DIFFERENT MODEL THROUGH CMP DISTRIBUTORS AT A BUY BACK AMOUNT OF \$200.00 EACH FOR A TOTAL COST OF \$14,000.00 AND A COST TO PURCHASE NEW FIREARMS AT AN AMOUNT OF \$45,207.75, FOR A DIFFERENCE NOT TO EXCEED \$31,207.75, WITH FUNDING FROM ARPA.

FA-052-23 - APPROVED THE AGREEMENT FOR PROFESSIONAL SERVICES, SANILAC COUNTY GUIDEBOOK FOR ALTERNATIVE ENERGY DEVELOPMENT, AT A COST NOT TO EXCEED \$15,900, WITH FUNDING FROM ARPA FUNDS, FOR IMMEDIATE APPROVAL.

NFA-003-23 - ACCEPTED THE 2022 ANNUAL DRAIN REPORT, AS PRESENTED

April 5, 2023

LEPC Committee/Emergency Management Meeting.

- Setting up different trainings for the fire Departments.
- Next month 911 is going to be updated, along with fire department radios.

Christine J. Lee, Commissioner – District 5

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