

CHARTER TOWNSHIP OF FLUSHING

6524 N. SEYMOUR ROAD

FLUSHING, MICHIGAN 48433

BOARD OF TRUSTEES MINUTES

DATE: FEBRUARY 14, 2013

TIME: 7:00 P.M.

PHONE: 810-659-0800

FAX 810-659-4212

WEB PAGE: <http://www.flushingtowship.com>

ADMINISTRATION MEMBERS

SUPERVISOR: Rian R. Birchmeier

CLERK: Julia A. Morford

TREASURER: Maryion T. Lee

TRUSTEES

Shirley D. Gage

Bonnie Jean Martinson

Scott R. Matzke

Scott P. Minaudo

TOWNSHIP ATTORNEY:

STEVEN MOULTON

Cooley Moulton & Smith LLP

727 S. Grand Traverse Street

Flint, Michigan 48502

MEETING CALLED TO ORDER at 7:10 p.m. by **SUPERVISOR RIAN R. BIRCHMEIER** with Roll Call and the Pledge of Allegiance to the American Flag.

ROLL CALL: Rian R. Birchmeier, Julia A. Morford, Maryion T. Lee, Bonnie Jean Martinson, Scott R. Matzke, Scott P. Minaudo, and Attorney Steve Moulton

MEMBERS ABSENT: Shirley D. Gage

OTHER INDIVIDUALS PRESENT: Thirty-two (32) other individuals

APPROVAL OF THE AGENDA: LEE MOVED, seconded by Matzke to approve the Agenda for February 14, 2013.

ACTION OF THE MOTION

AYES: 6

NAYS: 0

ABSENT: Gage

Motion Carried.

APPROVAL OF PREVIOUS MINUTES:

- a. **Minutes of January 10, 2013: LEE MOVED**, seconded by Matzke to approve the Minutes for the January 10, 2013 Board of Trustees Meeting.

ACTION OF THE MOTION

AYES: 6

NAYS: 0

ABSENT: Gage

Motion Carried.

APPROVAL OF PAYMENT OF BILLS: MORFORD MOVED, seconded by Matzke to pay the bills as presented.

ACTION OF THE MOTION

AYES: 6

NAYS: 0

ABSENT: Gage

Motion Carried.

7:14 P.M. – OPEN FOR PUBLIC COMMENTS FOR NON AGENDA ITEMS:

None

7:15 P.M. – CLOSED FOR PUBLIC COMMENTS FOR NON AGENDA ITEMS

UNFINISHED BUSINESS:

1. Approval of Quarterly Fiscal Budget

MINAUDO MOVED, seconded by Lee to approve the Quarterly Fiscal Budget. (The approval was postponed from the January 10, 2013 Board Meeting).

ACTION OF THE MOTION:

AYES: 6
NAYS: 0
ABSENT: Gage
Motion Carried

2. Update on PA System in Board Room

The Supervisor has checked with Comcast Representative Mr. Gerald Smith (Mr. Smith), who is in charge of the Public Education Grant (PEG) Funds, regarding covering the cost of the PA System for the Auditorium. Mr. Smith stated the cost was allowable, but Attorney Steve Moulton (Attorney Moulton) will review the Comcast Contract regarding any restrictions for the PEG Funds.

Three (3) companies have given their suggestions as to what Flushing Township needs in regards to the PA System. Specifications will be put together for the project and once the specifications are on paper, the Supervisor will email the three (3) companies for their final sealed bids. A Board decision will be made at the next meeting.

NEW BUSINESS:

1-a. Explanation of Public Education Grant (PEG) Funds Regarding its Balance, Restrictions, and Uses

Public Education Grant (PEG) Funds come from Comcast Franchise Fees. The fund can only be used for capital costs/improvements related to broadcasting. The following items are acceptable from the PEG fund and would not come out of the Township's General Fund:

- a. Updated PA System in the Auditorium
- b. Videotaping of Board Meetings
- c. Replacement of floor and ceiling tiles in the Auditorium with new and updated material
- d. New and updated creation of the Charter Township of Flushing Web site

Mr. Smith has informed the Supervisor that all of the items listed above are allowable under the PEG but due to the restrictions, Attorney Moulton will be reviewing the matter. Currently, the Flushing Township PEG Fund Account has \$27,715.50; the payments are received quarterly from Comcast.

1-b. Update of Authorized Signature Cards for the Genesee County Community Development Block Grant (CDBG)

MARTINSON MOVED, seconded by Minaudo that the Supervisor and Clerk's names be put on the Authorized Signature Cards for the Genesee County Community Development Block Grant.

ACTION OF THE MOTION:

AYES: 6
NAYS: 0
ABSENT: Gage
Motion Carried

1-c. Approval of Poverty Guidelines for the Charter Township of Flushing

MORFORD MOVED, seconded by Lee to approve the Poverty Guidelines for Flushing Township, Genesee County.

ACTION OF THE MOTION:

AYES: 6
NAYS: 0
ABSENT: Gage
Motion Carried

1-d. Explanation of 2013 Community Beautification Leadership Conference

The 2013 Community Beautification Leadership Conference will be held Saturday, March 9, 2013 at the Harding Mott University Center - University of Michigan-Flint from 8:00 a.m. to 1:00 p.m.; the cost is free. The Conference provides “how-to” information and “hands on” projects. There will be Fair Booths, Drawings, and Prizes. If you plan to attend, please let the Clerk know by Monday, February 18, 2013; anyone can attend. If there should be any questions, please call 810-767-9696

1-e. Use of Flushing Community Schools using the Flushing Township Nature Park and the “Welcome Center” in September (2013) for a Cross-Country Meet

MORFORD MOVED, seconded by Lee to allow Mr. Paul Brieger and the Cross Country Teams (Flushing Community Schools) to use the Flushing Township Nature Park and the Flushing Township Nature Park “Welcome Center” for a September 26, 2013 Meet.

DISCUSSION:

The Flushing Township Park and Recreation Committee will check out the Flushing Township Nature Park for any tree roots, etc that will be a hinderance to the team. Tree roots will be painted.

ACTION OF THE MOTION

AYES: 6
NAYS: 0
ABSENT: Gage
Motion Carried.

1-f. Certification of the “Basic Disaster Plan” for the Charter Township of Flushing”

MINAUDO MOVED, seconded by Morford to approve the changes to the “Basic Disaster Plan” for the Charter Township of Flushing.

DISCUSSION:

Corrections to the “Basic Disaster Plan”: 1) *Introduction Page* - name change of the former Supervisor to the current Supervisor; 2) Page 8 – “*Police Department*” will be changed to the Genesee County Sheriff Substation; 3) Page 10 - “*Law Enforcement*”, “*Flushing Township Police Chief*” will be changed to Genesee County Sheriff; 4) Page 10, paragraph 2, - “*The Police Chief*” will be eliminated.

ACTION OF THE MOTION:

AYES: 6
NAYS: 0
ABSENT: Gage
Motion Carried.

1-g. Update of the Web Page

The Web Committee recently met and discussed possibilities for the Web:

- 1) Current Webmaster, Aaron Grace has presented new and interesting ideas for the Web.
- 2) One of the Web Committee Members has been checking with other governmental web masters as to the cost and ideas that can be obtained from other municipalities. An entity by the name of *Municipal Webmaster* has been contacted regarding the cost if they (Municipal Webmaster) did the Flushing Township Web or if Flushing Township did their own. Changes will be forthcoming in the future.

1-h. Amendment of the 2013 Scheduled Meeting Dates

MORFORD MOVED, seconded by Martinson to amend the Planning Commission 2013 Scheduled Meeting Dates due to conflicts with the regular scheduled dates. The new dates are: March 4, 2013, October 14, 2013, and November 11, 2013.

ACTION OF THE MOTION

AYES: 6
NAYS: 0
ABSENT: Gage
Motion Carried.

1-i. Discussion Regarding “Volunteer Energy”

MINAUDO MOVED, seconded by Matzke to continue to stay enrolled with the Volunteer Energy Program.

DISCUSSION:

Volunteer Energy has been able to get better rates on gas and has saved Flushing Township a lot of money per the monthly statements which come from Consumers Energy. It was recommended to stay with Volunteer Energy.

ACTION OF THE MOTION

AYES: 6
NAYS: 0
ABSENT: Gage
Motion Carried.

1-j. Closed Session – Update on Litigation Issues

7:35 P.M. - ADJOURN TO CLOSED SESSION:

MORFORD MOVED, seconded by Matzke to meet in Closed Session to consult with its attorney in connection with pending litigation specifically to review the arbitration decision issued January 23, 2013, permitted pursuant to MCL 15.268(e).

ACTION OF THE MOTION

ROLL CALL VOTE:

AYES: Minaudo, Matzke, Martinson, Lee, Morford, and Birchmeier
NAYS: 0
ABSENT: Gage
Motion Carried.

9:05 P.M. - RECONVENED TO REGULAR SESSION:

MINAUDO MOVED, seconded by Lee to reconvene back to regular session.

ACTION OF THE MOTION

ROLL CALL VOTE:

AYES: Matzke, Martinson, Lee, Morford, Birchmeier, and Minaudo

NAYS: 0

ABSENT: Gage

Motion Carried.

COMMITTEE REPORTS:

- 1. Web Page Committee: The committee met and discussed whether to create a new web page or keep what we currently have but create a more updated, user friendly, and informative web page. Both options have been explored and discovered that the existing web page is limited to expand the information which the committee is looking to provide for the public. If PEG funds can be used to create and maintaining a web page the better of the two (2) options would be to provide all of the information for which the committee feels is needed to provide to the public.

REPORTS:

1. Financial Report for January 2013:

- a. Previous Month's Ending Balance - \$803,984.85
- b. Checks in Transit - (\$24,204.99)
- c. Savings Account with Chase Bank - \$301,502.47
- d. Grand Total in General Fund Checking/Savings Account - \$1,626,753.92
- e. Cash in Bank:
 - 1. General/Building/Park/Dental/Vision - \$507,747.76
 - 2. Police Fund - \$497,726.38
 - 3. Trash Fund - \$330,995.97
 - 4. Drug Enf Fund - \$528.92
 - 5. CDBG - (\$11,747.56)
- f. Grand Total in General Fund Checking/Savings - \$1,626,753.92
- g. Water Fund Checking/Savings Account - \$1,191,860.95
- h. Water Fund Investment Schedule - \$1,477,214.41
(The Treasurer added the Clerk's Name to the Investments which the Treasurer and the Banks felt was a good idea to add an additional person.)
- i. Short Term Loan to Police Fund - \$330,000.00
- j. Grand Total for Tax Account for January 2013 - \$148,625.40

LEE MOVED, seconded by Morford to approve the Financial Report as presented.

ACTION OF THE MOTION:

AYES: 6

NAYS: 0

ABSENT: Gage

Motion Carried

BOARD COMMENTS:

- 1. **MORFORD:** the next MTA Genesee County Chapter Monthly Meeting will be held at Atlas Township on February 21, 2013 at 7:00 p.m.
- 2. **BIRCHMEIER:**
 - a. Consumers Energy (Consumer's) will be doing cosmetic repairs on street light poles in the subdivision in the spring. If anyone has any questions regarding their street lights being out or damaged poles, please call Consumer's Energy because Consumer's actually owns the poles and lights.
 - b. Genesee County Road Commission (Road Commission) will be ditching on McKinley Road and possibly Frances Road this year. The Road Commission needs areas to dump the soil, so if anyone is interested please contact the Supervisor and fill out the forms necessary.
 - c. Mike Straighter, Representative from MERS, called and invited the Board of Trustees to a meeting with the new CEO of MERS. The meeting will

be on Thursday, February 21, 2013 at the Davison Township Hall. An RSVP is mandatory so if interested please contact Supervisor Birchmeier by Monday, February 18, 2013.

9:15 P.M. OPEN FOR PUBLIC COMMENTS

None

9:16 P.M. - CLOSED FOR PUBLIC COMMENTS

THE NEXT REGULAR SCHEDULED BOARD OF TRUSTEES MEETING WILL BE THURSDAY, MARCH 14, 2013 AT 7:00 P.M. AT THE FLUSHING TOWNSHIP HALL.

ADJOURNMENT: Due to lack of business issues, **SUPERVISOR BIRCHMEIER** adjourned the meeting at 9:16 p.m.

JULIA A. MORFORD, Clerk

RIAN R. BIRCHMEIER, Supervisor

APPROVED DATE: _____

02/14/2013 Regular Min