

CHARTER TOWNSHIP OF FLUSHING

6524 N. Seymour Road, Flushing, MI 48433

P (810) 659-0800 F (810) 659-4212

www.flushingtowship.com

REGULAR BOARD MEETING AGENDA

DATE: JANUARY 11, 2024

TIME: 7:00 P.M.

ADMINISTRATION MEMBERS

SUPERVISOR: Frederick R. Thorsby

CLERK: Wendy D. Meinburg

TREASURER: Terry A. Peck

TRUSTEES

William Bain

Linda Minarik

Joshua Upleger

Sharilynn K. Willette

I. DATE AGENDA POSTED: JANUARY 8, 2024

II. CALL THE MEETING TO ORDER:

ROLL CALL

PLEDGE OF ALLEGIANCE

ADOPT THE AGENDA

APPROVAL OF PREVIOUS MINUTES

APPROVE PAYMENT OF BILLS LISTED

III. PUBLIC COMMENTS: Pertaining to Agenda Items Only
Each speaker limited to three minutes

IV. UNFINISHED BUSINESS: None

V. NEW BUSINESS:

1. Fund Balance Overview presentation by Plante Moran – Supervisor Thorsby
2. Budget Policy pertaining to fund requirements – Supervisor Thorsby
3. Possible motion on RESOLUTION 24-01 CHARTER TOWNSHIP OF FLUSHING GENESEE COUNTY, MICHIGAN - RESOLUTION TO ADOPT A FIVE YEAR PARKS AND RECREATION PLAN FOR THE CHARTER TOWNSHIP OF FLUSHING—Supervisor Thorsby
4. Proposed bids for the Flushing Nature Park board walk repair and replacement—Supervisor Thorsby
5. Motion on Genesee County Road Commission agreement for the light installation at Coldwater and Deland – Supervisor Thorsby
6. Discussion and possible motion on the repair of the drainage issue on Tahquamenon with the Genesee County Road Commission – Supervisor Thorsby

VI. REPORTS:

1. Supervisor's Report – Supervisor
Monthly Building Report
Zoning and Code Enforcement Report
Fire Department Report
FANG Activity Report
2. Clerk's Report – Clerk
3. Treasurer's Report – Treasurer
Financial Report January 2024
Water Report
4. Flushing Township Police Department – Chief

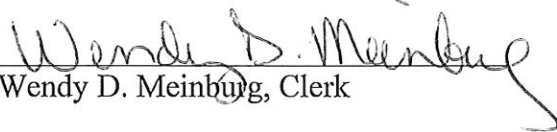
VII. PUBLIC COMMENTS: Each speaker limited to three minutes

VIII. BOARD COMMENTS

IX. NEXT REGULAR MEETING:

FEBRUARY 8, 2024 AT 7:00 P.M.

X. ADJOURNMENT


Wendy D. Meinburg, Clerk

ATTENTION: All requests for placing items on the agenda must be delivered to the Office of the Township Clerk no later than 6:00 p.m. on the Wednesday (one week prior) to the Charter Township of Flushing Board of Trustees Meeting. You may view the minutes online at www.flushingtowship.com

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REGULAR BOARD MEETING DRAFT MINUTES

DATE: DECEMBER 14, 2023 TIME: 7:00 P.M.

ADMINISTRATION MEMBERS

SUPERVISOR: Frederick R. Thorsby

CLERK: Wendy D. Meinburg

TREASURER: Terry A. Peck

TRUSTEES

William Bain

Linda Minarik

Joshua Upleger

Sharilynn K. Willette

I. DATE AGENDA POSTED: DECEMBER 11, 2023

II. MEETING CALLED TO ORDER at 7:00 P.M. by SUPERVISOR THORSBY with Roll Call and the Pledge of Allegiance to the American Flag.

ROLL CALL: Thorsby, Meinburg, Peck, Bain, Minarik, Upleger and Willette. Attorney Matt McKone was also present.

MEMBERS ABSENT: NONE

OTHER INDIVIDUALS PRESENT: ELEVEN (11)

APPROVAL OF AGENDA FOR DECEMBER 14, 2023.

TREASURER PECK MOVED, supported by Trustee Willette to approve the agenda for DECEMBER 14, 2023.

THE MOTION CARRIED.

APPROVAL OF DRAFT MINUTES FOR NOVEMBER 9, 2023 BOARD MEETING AND SPECIAL BOARD MEETING NOVEMBER 21, 2023.

TREASURER PECK MOVED, supported by Trustee Bain to approve the minutes for November 9, 2023 Board Meeting and November 21, 2023 Special Board Meeting.

THE MOTION CARRIED.

APPROVAL OF PAYMENT OF BILLS:

TREASURER PECK MOVED, supported by Clerk Meinburg to approve the payment of bills as presented.

ACTION ON THE MOTION

ROLL CALL VOTE:

AYES: Willette, Thorsby, Peck, Upleger, Bain, Minarik and Meinburg

NAYS: None

ABSENT: None

THE MOTION CARRIED UNANIMOUSLY.

III. PUBLIC COMMENTS:

OPEN FOR PUBLIC COMMENTS: 7:06 P.M.

Paul Junge spoke to the fact that he will be running for Congressional seat in place of Dan Kildee.

CLOSED PUBLIC COMMENTS: 7:08 P.M.

IV. UNFINISHED BUSINESS: None

V. NEW BUSINESS:

1. Public Hearing for Beechtree Subdivision, road repair, special assessment. – Supervisor Thorsby

OPEN FOR PUBLIC HEARING: 7:09 P.M.

Resident Susan - asked why the original proposal was \$10,000 and now is \$11,600?

Supervisor Thorsby and Resident Sherman - explained the \$10,000 was with the 25% match from GCRC and the Township.

Resident Susan - asked if they wait until 2025 for the matching funds, will the cost go up? And does this include driveway curb replacement?

Resident Warren – Are gutter pans added in the proposal?

Supervisor Thorsby - if the cost goes over 10% from the proposal, we will need another Public Hearing before continuing. As far as the curbs by the driveways, if they are damaged and causing drainage problems they will be replaced. Some bad ones have been added into the bid.

Resident Susan – So if 75% of residents don't sign petition it won't go forward?

Supervisor Thorsby – 51% is needed legally, the township requires 55%.

Resident Susan – Who will decide if the project starts in 2024 or 2025?

Supervisor Thorsby – You the residents and Genesee County Road Commission will decide. The 25% funds will not be here in 2024 but will be in 2025

Trustee Minarik – No funds will be available in 2024, but should be in 2025.

Resident Beckley – Is there a contingency? Is this a ten year pay back? And are all 30 parcels divided evenly?

Supervisor Thorsby - Yes, yes, and parcels will be divided evenly

Resident Warren – Paying upfront would save us money? Do you have the cost for us and how much the bonds will cover?

Resident Susan – If a parcel is sold during this project, will it go to the buyer?

Supervisor Thorsby – Yes paying upfront will cost you less. You can pay in full with no interest or pay on your taxes. We will have to wait for the bond information. As far selling parcels during project. It would be up to the seller and buyer to decide if that would be transferred or not.

CLOSED PUBLIC HEARING: 7:26 P.M.

2. **CLERK MEINBURG MOVED** to approve, supported by Treasurer Peck on RESOLUTION NO. 23-18 A RESOLUTION PURSUANT TO MCL 41.724(1) TO TENTATIVELY CREATE A SPECIAL ASSESSMENT DISTRICT TO REPAIR AND REPAVE THE ROADS IN BEECH TREE SUBDIVISION. Supervisor Thorsby

The petition was submitted to the Clerk with 20 confirmed signatures, which is 66% of the parcels.

Supervisor Thorsby – This Resolution is so we can move forward by letting Genesee County Road Commission know that the residents are ready to move forward in regards to starting in 2025.

ACTION ON THE MOTION

ROLL CALL VOTE:

AYES: Minarik, Upleger, Thorsby, Bain, Peck, Meinburg and Willette

NAYS: 0

ABSENT: 0

THE MOTION CARRIED UNANIMOUSLY.

3. **CLERK MEINBURG MOVED**, supported by Trustee Willette to approve hiring Rob Gavin as bond counsel and Bendzinski and Associates as financial advisor for the Beech Tree Subdivision special assessment. – Supervisor Thorsby

Supervisor Thorsby – Rob Gavin specializes in creating bonds and Bendzinski is recognized in Michigan for selling bonds to the banks.

ACTION ON THE MOTION

ROLL CALL VOTE:

AYES: Thorsby, Willette, Minarik, Upleger, Peck, Meinburg and Bain.

NAYS: 0

ABSENT: 0

THE MOTION CARRIED UNANIMOUSLY.

4. **TREASURER PECK MOVED**, supported by Trustee Upleger to approve budget amendments ending March 31, 2024 - Supervisor Thorsby

After brief discussion the following motion was made.

ACTION ON THE MOTION

ROLL CALL VOTE:

AYES: Bain, Willette, Minarik, Thorsby, Upleger, Peck and Meinburg

NAYS: 0

ABSENT: 0

THE MOTION CARRIED UNANIMOUSLY.

5. **CLERK MEINBURG MOVED**, supported by Trustee Willette to approve RESOLUTION 23-19 A RESOLUTION FOR FLUSHING TOWNSHIP POVERTY TAX EXEMPTION GUIDELINES FOR ASSESSMENT/TAX YEAR 2024 – Supervisor Thorsby

After brief discussion the following motion was made.

ACTION ON THE MOTION

ROLL CALL VOTE:

AYES: Upleger, Thorsby, Willette, Meinburg, Minarik, Peck and Bain.

NAYS: 0

ABSENT: 0

THE MOTION CARRIED UNANIMOUSLY.

6. **TRUSTEE BAIN MOVED**, supported by Trustee Minarik for approval of Appointments to Boards and Commissions, Kyle Raup (PC) end of 2026, William Mills (PC) end of 2026, James Sarka (ZBA) end of 2026 and Amy Bolin (ZBA) end of 2026 – Supervisor Thorsby

After brief discussion the following motion was made.

ACTION ON THE MOTION

ROLL CALL VOTE:

AYES: Upleger, Thorsby, Willette, Meinburg, Minarik, Peck and Bain.

NAYS: 0

ABSENT: 0

THE MOTION CARRIED.

7. **TRUSTEE WILLETTE MOVED**, supported by Trustee Minarik to Approve Meeting Dates for 2024 – Supervisor Thorsby

After little discussion the following motion was made.

THE MOTION CARRIED UNANIMOUSLY.

8. **TREASURER PECK MOVED**, supported by Trustee Willette to approve the Apple Blossom Genesee County Road Commission local road agreement– Supervisor Thorsby

After much discussion. The following motion was made.

ACTION ON THE MOTION

ROLL CALL VOTE:

AYES: Peck, Bain, Meinburg, Thorsby, Upleger, Minarik and Willette.

NAYS: 0

ABSENT: 0

THE MOTION CARRIED UNANIMOUSLY.

9. Compensation Commission report – Supervisor Thorsby
TRUSTEE MINARIK MOVED, supported by Trustee Willette to not accept the compensation commission recommendations.

Trustee Minarik does not agree with the compensation commission recommendations.

Trustee Willette expressed how she feels that the compensation commission went a little too far with the percentage of the raises.

Supervisor Thorsby spoke on how much the duties of each individual in the Township Office have grown.

Attorney Mckone informed the board members that the vote on this would be yes if you disagree and no if you agree with the recommendations.

ACTION ON THE MOTION

ROLL CALL VOTE:

AYES: Willette and Minarik

NAYS: Meinburg, Bain, Peck, Upleger and Thorsby

ABSENT: 0

THE MOTION FAILED.

VI. REPORTS:

1. Supervisor's Report – Supervisor
Monthly Building Report
Zoning and Code Enforcement Report
Fire Department Report
FANG Activity Report

Supervisor Thorsby went over reports briefly

Zoning Administrator Czyzio went over projects in Township that are in motion including Valero Gas station, Cell Tower, Dollar Tree/Family Dollar and Bibi Villa's.

2. Clerk's Report – Clerk

Clerk Meinburg informed everyone on a few things about the Elections. Including Burton Recount, post cards for elections and nine days of early voting. Working on grants with Flushing City, for collaborative projects.

3. Treasurer's Report – Treasurer
Financial Report October 2023
Water Report

Treasurer Peck spoke briefly on each report. And informed us that state laws are requesting \$2-\$3 from each resident to help with family's in need that are having a hard time paying water bill. This will come out every month. But has not started as of yet.

4. Flushing Township Police Department – Chief

Chief Denny went over report and some of the definitions of checks that they do.

VII. PUBLIC COMMENTS:

Resident Noe wanted to thank the board for their support on the Apple Hill Estate paving project. And 60% of our residents want to thank you tonight. One little girl told him that she can now ride her bike on a smooth surface.

VIII. BOARD COMMENTS

Trustee Bain spoke to the fact that we need to stand together to keep our rights for our own land in the Township.

Treasurer Peck invited everyone to peek in the office to see the improvements being done.

Clerk Meinburg reminded everyone that the MTA's Christmas Dinner is next Thursday at 6 PM. Need a head count on anyone that would like to attend.

IX. NEXT REGULAR MEETING:

JANUARY 11, 2023 AT 7:00 P.M.

X. ADJOURNMENT:

TRUSTEE BAIN MOVED, supported by Trustee Minarik to adjourn the meeting at 8:30 P.M.

WENDY D. MEINBURG, Clerk

APPROVED DATE

FREDERICK R. THORSBY, Supervisor

RECORDING SECRETARY: JEANETTE SIZEMORE, Recording Secretary
12/14/2023

U1/UZ/2024 Us:us PM
 User: BROOK
 DB: Flushing

CHECK DISBURSEMENT REPORT FOR FLUSHING TOWNSHIP
 CHECK DATE FROM 12/01/2023 - 12/31/2023
 Banks: GEN 2

Check Date	Bank	Check #	Payee	Description	GL #	Amount
12/05/2023	GEN	340479	JCL DOORS & WINDOWS LLC	10' ATS COM LIFTMASTER 1/2 HP	208-000-975.000	1,095.00
12/05/2023	GEN	340480	KIMBERLY GODDARD	CLEANING SERVICES	101-265-930.000	150.00
		340480		CLEANING SERVICES	101-267-930.000	50.00
		340480		CLEANING SERVICES	207-000-930.000	100.00
						<u>300.00</u>
12/05/2023	GEN	340481	TERRY PECK	MILEAGE	101-253-861.000	172.92
12/05/2023	GEN	340482	TRINA CHAPPELL	HALL DEP-CHAPPELL	101-000-202.003	50.00
12/11/2023	GEN	340483	BARBARA HALLWOOD	HALL DEPOSIT REFUND-HALLWOOD	101-000-202.003	100.00
12/11/2023	GEN	340484	NIMAN SHUKAIRY DDS	DENTAL SERVICES	677-000-801.000	334.00
12/11/2023	GEN	340485	VIENNA TOWNSHIP	1-110W LED COBRA ST LIGHT AT FRANCES	101-443-926.000	32.17
12/21/2023	GEN	340486	CLINTON COUNTY ASSESSOR ASSOC	STC UPDATES CLASS CE CREDIT	101-257-911.000	40.00
12/21/2023	GEN	340487	FLUSHING AREA SENIOR CENTER	CDBG-REIMBURSEMENT REQUEST	244-000-754.002	782.99
12/21/2023	GEN	340488	FLUSHING TWP	ELECTION TRAINING-LUNCH EXPENSE	101-215-911.000	30.00
12/21/2023	GEN	340489	KIMBERLY GODDARD	CLEANING SERVICES	101-265-930.000	150.00
		340489		CLEANING SERVICES	101-267-930.000	50.00
		340489		CLEANING SERVICES	207-000-930.000	100.00
						<u>300.00</u>
12/21/2023	GEN	340490	MATTHEW J. AKIN	MOVING EXISTING COUNTERTOP TWP	301-000-801.000	3,500.00
12/21/2023	GEN	340491	MCKONE LAW FIRM, PLLC	CONTRACTUAL LEGAL FEES	101-101-826.000	1,907.55
		340491		CONTRACTUAL LEGAL FEES	207-000-826.000	2,833.37
						<u>4,740.92</u>
12/21/2023	GEN	340492	WENDY MEINBURG	MILEAGE	101-215-861.000	288.86
12/21/2023	GEN	340493	SHILA KIANDER	STC GUIDELINES	101-257-911.000	80.00
				TOTAL - ALL FUNDS		11,846.86
				TOTAL OF 15 CHECKS		
				HALL DEPOSITS PAYABLE		150.00
				LEGAL FEES		1,907.55
				MILEAGE		288.86

--- GL TOTALS ---
 101-000-202.003
 101-101-826.000
 101-215-861.000

Check Date	Bank	Check #	Payee	Description	GL #	Amount
101-215-911.000			TRAINING & CONVENTION			30.00
101-253-861.000			MILEAGE			172.92
101-257-911.000			TRAINING & CONVENTION			120.00
101-265-930.000			BUILDING MAINTENANCE			300.00
101-267-930.000			BUILDING MAINTENANCE			100.00
101-443-926.000			LIGHTS AT LARGE			32.17
207-000-826.000			LEGAL FEES			2,833.37
207-000-930.000			BUILDING MAINTENANCE			200.00
208-000-975.000			BUILDING IMPROVEMENTS			1,095.00
244-000-754.002			PROJECT COSTS-LIBRARY/SENIOR ANNEX			782.99
301-000-801.000			CONTRACTUAL SERVICES			3,500.00
677-000-801.000			CONTRACTUAL SERVICES			334.00
			TOTAL			11,846.86

Journal Number GL Number	Date Description	JNL	Description	User	DR	CR
17970 POSTED BY BROOK 101-000-001.100 101-101-948.001	12/01/2023 CASH 2 COMPUTER MANAGEMENT AGR	BP	TRICITY - COMPUTER SERVICES	BROOK		120.00
					120.00	120.00
17971 POSTED BY BROOK 101-000-001.100 101-101-718.003	12/01/2023 CASH 2 HEALTH INSURANCE	BP	HEALTH ALLIANCE- MEDICARE PART B SUPP	BROOK		99.00
					99.00	99.00
17972 POSTED BY BROOK 207-000-001.100 207-000-983.000	12/01/2023 CASH 2 CAR RENTAL	BP	SUSKI CHEVY- LEASE DEC 2023	BROOK		250.00
					250.00	250.00
17969 POSTED BY BROOK 207-000-001.100 207-000-726.000 207-000-718.002 101-000-001.100 101-253-726.000 101-253-718.002 101-219-726.000 101-219-718.001 101-257-726.000 101-257-718.001 101-215-726.000 101-215-718.001 101-191-726.000 101-191-718.001 249-000-001.100 249-000-726.000 249-000-718.001	12/04/2023 CASH 2 LIFE INSURANCE DISABILITY INSURANCE CASH 2 LIFE INSURANCE DISABILITY INSURANCE LIFE INSURANCE DISABILITY INSURANCE LIFE INSURANCE DISABILITY INSURANCE LIFE INSURANCE DISABILITY INSURANCE LIFE INSURANCE DISABILITY INSURANCE LIFE INSURANCE DISABILITY INSURANCE LIFE INSURANCE DISABILITY INSURANCE CASH 2 LIFE INSURANCE DISABILITY INSURANCE	BP	HARTFORD INS	BROOK		1,042.96
					225.68 817.28	509.10
					34.72 129.90 17.36 66.73 17.36 85.19 17.36 66.73 17.36 56.39	95.03
					1,647.09	1,647.09
17984 POSTED BY BROOK 101-000-001.100 101-253-830.000	12/04/2023 CASH 2 TAX ROLL EXPENSE	BP	KCI-2023 TAX ROLL PRINTING	BROOK		697.53
					697.53	697.53
17985 POSTED BY BROOK 207-000-001.100 207-000-934.000	12/04/2023 CASH 2 RADIO REPAIRS/MAINTENANCE	BP	PROCOMM INC-RADIO EQUIPMENT	BROOK		440.00
					440.00	440.00
17987 POSTED BY BROOK 207-000-001.100 207-000-766.000	12/04/2023 CASH 2 UNIFORM CLEANING	BP	TO REVERSE MANUAL JOURNAL ENTRY: 17986	BROOK		78.75
					78.75	78.75
17981 POSTED BY BROOK 208-000-001.100 208-000-921.000	12/05/2023 CASH 2 UTILITIES	BP	WATER - PARK	BROOK		136.62
					136.62	136.62
17982 POSTED BY BROOK 101-000-001.100 101-101-900.000	12/05/2023 CASH 2 PRINTING & PUBLISHING	BP	VIEW NEWSPAPER- PUBLICATION	BROOK		117.80
					117.80	117.80

Journal Number GL Number	Date Description	JNL	Description	User DR	CR
17983 POSTED BY BROOK	12/05/2023	BP	VERIZON- CELL PHONE	BROOK	
207-000-001.100	CASH 2				47.50
207-000-850.000	TELEPHONE EXPENSE			47.50	
101-000-001.100	CASH 2				257.51
101-171-850.000	TELEPHONE EXPENSE			82.51	
101-257-850.000	TELEPHONE EXPENSE			42.50	
101-101-850.000	TELEPHONE EXPENSE			47.50	
101-215-850.000	TELEPHONE EXPENSE			42.50	
249-000-001.100	CASH 2				30.02
249-000-850.000	TELEPHONE EXPENSE			30.02	
101-253-850.000	TELEPHONE EXPENSE			42.50	
				335.03	335.03
17986 POSTED BY BROOK	12/05/2023	BP	CHAMPS - UNIFORM CLEANING	BROOK	
207-000-001.100	CASH 2				78.75
207-000-766.000	UNIFORM CLEANING			78.75	
				78.75	78.75
17988 POSTED BY BROOK	12/05/2023	BP	CHAMPS - UNIFORM CLEANING	BROOK	
207-000-001.100	CASH 2				78.78
207-000-766.000	UNIFORM CLEANING			78.78	
				78.78	78.78
17991 POSTED BY BROOK	12/05/2023	BP	BALBOA- PHONE LEASE	BROOK	
207-000-001.100	CASH 2				135.00
207-000-853.002	TELEPHONE LEASE			135.00	
101-000-001.100	CASH 2				255.23
101-265-853.002	TELEPHONE LEASE			255.23	
				390.23	390.23
18004 POSTED BY BROOK	12/11/2023	BP	EMTERRA - TRASH SERVICES	BROOK	
226-000-001.100	CASH 2				1,735.65
226-000-759.000	GASOLINE EXPENSE			1,735.65	
				1,735.65	1,735.65
18005 POSTED BY BROOK	12/11/2023	BP	RICOH - COPIER METER FEES	BROOK	
101-000-001.100	CASH 2				634.00
101-265-854.000	COPY MACHINE METER CHARGE			634.00	
				634.00	634.00
18006 POSTED BY BROOK	12/11/2023	BP	RB CITY SEWER	BROOK	
208-000-001.100	CASH 2				500.00
208-000-801.000	CONTRACTUAL SERVICES			500.00	
				500.00	500.00
18007 POSTED BY BROOK	12/11/2023	BP	MUNICIPAL WEB SERVICE - COMPUTER	BROOK	
101-000-001.100	CASH 2				273.00
101-443-962.000	PEG SERVICES			273.00	
				273.00	273.00
18008 POSTED BY BROOK	12/11/2023	BP	COMAST - INTERNET POLICE	BROOK	
207-000-001.100	CASH 2				369.11
207-000-852.000	INTERNET SERVICES			114.90	
207-000-850.000	TELEPHONE EXPENSE			254.21	
				369.11	369.11
18009 POSTED BY BROOK	12/11/2023	BP	TO REVERSE MANUAL JOURNAL ENTRY: 18008	BROOK	
207-000-001.100	CASH 2				369.11
207-000-852.000	INTERNET SERVICES				114.90

Journal Number JL Number	Date Description	JNL	Description	User	DR	CR
07-000-850.000	TELEPHONE EXPENSE					254.21
					369.11	369.11
18010 POSTED BY BROOK	12/11/2023	BP	COMAST - INTERNET POLICE	BROOK		
107-000-001.100 107-000-852.000 107-000-850.000	CASH 2 INTERNET SERVICES TELEPHONE EXPENSE				114.90 254.20	369.10
					369.10	369.10
18011 POSTED BY BROOK	12/11/2023	BP	PITNEY BOWES - 2693	BROOK		
101-000-001.100 101-265-983.000	CASH 2 POSTAGE MACHINE RENTAL				181.98	181.98
					181.98	181.98
18012 POSTED BY BROOK	12/11/2023	BP	GILROYS - SUPPLIES	BROOK		
101-000-001.100 101-265-754.000	CASH 2 MAINTENANCE SUPPLIES				91.43	91.43
					91.43	91.43
18013 POSTED BY BROOK	12/11/2023	BP	OLIVER'S GARAGE, INC TWP VEHICLE MAINT	BROOK		
101-000-001.100 101-443-932.000	CASH 2 AUTO MAINTENANCE EXPENSE				71.35	71.35
					71.35	71.35
18014 POSTED BY BROOK	12/11/2023	BP	CONSUMERS- LIGHTS AT LARGE	BROOK		
101-000-001.100 101-443-926.000 101-443-926.000 101-443-926.000	CASH 2 LIGHTS AT LARGE LIGHTS AT LARGE LIGHTS AT LARGE				23.78 521.68 4,439.48	4,984.94
					4,984.94	4,984.94
18015 POSTED BY BROOK	12/11/2023	BP	MATTIS-VEHICLE WASH	BROOK		
207-000-001.100 207-000-932.000	CASH 2 CAR REPAIR MAINTENANCE				66.00	66.00
					66.00	66.00
18016 POSTED BY BROOK	12/11/2023	BP	CONSUMERS - ELECTRIC BILL	BROOK		
207-000-001.100 207-000-921.000 101-000-001.100 101-265-921.000 208-000-001.100 208-000-921.000	CASH 2 UTILITIES CASH 2 UTILITIES CASH 2 UTILITIES				220.18 1,313.13 237.76	1,313.13 237.76
					1,771.07	1,771.07
18017 POSTED BY BROOK	12/13/2023	BP	LOUIES TOWING- VEHICLE MAINT-BATTERY	BROOK		
207-000-001.100 207-000-932.000	CASH 2 CAR REPAIR MAINTENANCE				252.45	252.45
					252.45	252.45
18018 POSTED BY BROOK	12/13/2023	BP	FLUSHING LAWN & TRACTOR	BROOK		
208-000-752.001 208-000-752.001	OPERATING SUPPLIES OPERATING SUPPLIES				57.46	57.46
					57.46	57.46
18019 POSTED BY BROOK	12/13/2023	BP	TRICITY - COMPUTER SERVICES-FIN SCANNER	BROOK		
101-000-001.100 101-191-980.000	CASH 2 CAPITOL OUTLAY/OFFICE EQUIPMENT				959.99	959.99

Journal Number GL Number	Date Description	JNL	Description	User	DR	CR
					959.99	959.99
18020 POSTED BY BROOK	12/13/2023	BP	FIRST NATIONAL BANK OF OMAHA-CREDIT CARD	BROOK		
207-000-001.100	CASH 2					170.53
207-000-752.000	OFFICE SUPPLIES & POSTAGE			170.53		
101-000-001.100	CASH 2					735.72
101-265-930.000	BUILDING MAINTENANCE			124.94		
101-215-911.000	TRAINING & CONVENTION			444.68		
101-219-752.000	OFFICE SUPPLIES & POSTAGE			43.98		
101-265-752.000	OFFICE SUPPLIES & POSTAGE			122.12		
208-000-001.100	CASH 2					18.84
208-000-759.000	GASOLINE EXPENSE			18.84		
					925.09	925.09
18032 POSTED BY BROOK	12/21/2023	BP	COMCAST - INTERNET/PHONE	BROOK		
101-000-001.100	CASH 2					443.56
101-265-850.000	TELEPHONE EXPENSE			298.66		
101-265-852.000	INTERNET			144.90		
					443.56	443.56
18033 POSTED BY BROOK	12/21/2023	BP	ENERGY REDUCTION COALITION	BROOK		
101-000-001.100	CASH 2					162.15
101-265-921.000	UTILITIES			162.15		
					162.15	162.15
18034 POSTED BY BROOK	12/21/2023	BP	TRICITY - COMP SET UP-FURNITURE	BROOK		
101-000-001.100	CASH 2					90.00
101-253-948.001	COMPUTER MAINTENANCE AGREEMENT			90.00		
301-000-001.100	CASH 2					2,251.12
301-000-948.002	COMPUTER MAINTENANCE			2,251.12		
					2,341.12	2,341.12
					21,028.14	21,028.14
			Total:		21,028.14	21,028.14

Check Register Report For Charter Township Of Flushing
For Check Dates 12/01/2023 to 12/31/2023

Check Date	Bank	Check Number	Check Number Name	Check Gross	Physical Check Amount	Direct Deposit Status
12/04/2023	GEN 2	EFT1635	MUNICIPAL EMPLOYEES RETIREMENT SYSTEM	1,490.20	1,490.20	0.00 Cleared
12/04/2023	GEN 2	EFT1636	MUNICIPAL EMPLOYEES RETIREMENT SYSTEM	29,876.14	29,876.14	0.00 Cleared
12/04/2023	GEN 2	EFT1637	COLONIAL LIFE	420.00	420.00	0.00 Cleared
12/07/2023	GEN 2	EFT1638	FEDERAL TAX DEPOSIT	10,979.65	10,979.65	0.00 Cleared
12/07/2023	GEN 2	EFT1639	JON HANCOCK	1,639.39	1,639.39	0.00 Cleared
12/21/2023	GEN 2	EFT1640	HEALTH CARE SAVINGS	750.00	750.00	0.00 Cleared
12/21/2023	GEN 2	EFT1641	FEDERAL TAX DEPOSIT	15,784.19	15,784.19	0.00 Cleared
12/21/2023	GEN 2	EFT1642	JON HANCOCK	2,025.21	2,025.21	0.00 Cleared
12/21/2023	GEN 2	EFT1643	MICHIGAN DEPT OF TREASURY	4,572.93	4,572.93	0.00 Cleared
12/21/2023	GEN 2	EFT1644	MERS DC PAYMENT	5,670.45	5,670.45	0.00 Cleared
Totals:				73,208.16	73,208.16	0.00

Check Register Report For Charter Township Of Flushing
For Check Dates 12/01/2023 to 12/31/2023

Check Date	Bank	Check Number	Check Number Name	Check Gross	Physical Check Amount	Direct Deposit Status
12/07/2023	GEN 2	340477	TEAMSTERS LOCAL 214	417.00	417.00	0.00 Open
12/07/2023	GEN 2	340478	POLICE OFFICERS LABOR COUNCIL	402.00	402.00	0.00 Open
Totals:				819.00	819.00	0.00

Check Register Report For Charter Township Of Flushing
For Check Dates 12/01/2023 to 12/31/2023

Check Date	Bank	Check Number	Check Gross	Physical Check Amount	Direct Deposit Status	
Totals:				119,419.07	0.00	84,369.28

Fund Balance

Fund Balance

The township board believes that sound financial management principles require that sufficient funds be retained by the township to provide a stable financial base at all times. In order to do so, the township needs to maintain a fund balance sufficient to fund all cash flows of the township, to provide for financial reserves for unanticipated one-time expenditures, revenue shortfalls, and/or emergency needs.

The purpose of this policy is to identify the size and composition of the township's desired fund balance for governmental funds and to identify certain requirements for classifying fund balance in accordance with Governmental Accounting Standards Board Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*.

1. **Classifications** The following individual components shall constitute the fund balance for all of the township's governmental funds:

Non-spendable: Amounts that cannot be spent because they are either

- (a) not in spendable form or
- (b) legally or contractually required to be maintained intact.

Examples:

- Inventories
- Prepaid items
- Long-term receivables

Restricted: Fund balance should be reported as restricted when constraints placed on the use of resources are either:

- a. Externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments; or
- b. Imposed by law through constitutional provisions or enabling legislation.

Examples:

- Restricted by state statute
- Unspent bond proceeds
- Grants earned but not spent
- Taxes dedicated to a specific purpose
- Revenues restricted by enabling legislation

Restricted

Committed: Used for specific purposes pursuant to constraints imposed by formal action of the government's highest level of decision-making authority. To be classified as "committed," formal action must be taken by the township board prior to March 31st of that fiscal year.

Example: Amounts the township board sets aside by resolution

Assigned: Amounts that are constrained by the government's intent to be used for specific purposes, but are neither restricted nor committed. These amounts can be "assigned" by Treasurer.

Example:

- Township board delegates the authority to assign fund balance to the Treasurer.
- Future roads, non-motorized transportation are examples

Unassigned: Unassigned fund balance is the residual classification for the General Fund. This is fund balance that has not been reported in any other classification. The General Fund is the only

fund that can report a positive unassigned fund balance. Other governmental funds would report deficit fund balances as unassigned.

Committing Fund Balance In order to commit fund balance, the township board, as the highest level of decision-making authority, must pass a resolution to commitment funds for a specific purpose. These funds must be fully expended for their committed purpose. To make committed funds uncommitted, a new resolution must be passed by the board. Action must be taken before the last day of the fiscal year to commit funds for that year.

Assigning Fund Balance In order to assign fund balance, the township board designates the supervisor or his/her designee as the authority to assign fund balance.

2. Levels of Fund Balance The township will establish and maintain levels of fund balance for the general fund as follows:

The goal of the township board shall be to maintain a minimum unassigned fund balance of no less than 50% of general fund expenditures. For purposes of this calculation, "expenditures" will be the annual budgeted expenditures amount less non-recurring capital expenditures. If unassigned fund balance levels fall below 50% of expenditures, the general fund budget for the following year will be adjusted to restore fund balance to the 50% level.

If unassigned fund balance approaches a level that greatly exceeds 100% of expenditures, the township board will consider using unassigned fund balance for the following purposes: pay down future debt (drains/bonds), transfer funds to capital projects fund for future capital improvements, and other future obligations of the township.

Fund balance levels will be analyzed each fiscal year after the financial statement audit (typically in August).

**RESOLUTION 24-01
CHARTER TOWNSHIP OF FLUSHING
GENESEE COUNTY, MICHIGAN**

RESOLUTION TO ADOPT A FIVE YEAR PARKS AND RECREATIONAL PLAN FOR THE CHARTER TOWNSHIP OF FLUSHING.

Moved by _____, supported by _____ offered the following resolution and moved its adoption:

WHEREAS, the Charter Township of Flushing has undertaken a planning process to determine the recreation and park needs and desires of its residents during a five year period covering the years 2023-2027; and

WHEREAS, the Charter Township of Flushing has entered into this planning process in collaboration with the City of Flushing and Flushing Community Schools; and

WHEREAS, the combined area of the abovementioned local units of government creates the planning area; and

WHEREAS, the Charter Township of Flushing is of the understanding that the governing bodies of the aforementioned local units of government intend to pass a similar resolution of adoption of the Flushing Area Recreation Plan; and

WHEREAS, the Charter Township of Flushing began the process of developing a community recreation and park plan in accordance with the most recent guidelines developed by the Department of Natural Resources and made available to local communities; and

WHEREAS, the public was given an advertised opportunity and reasonable accommodations to review the draft plan for a period of at least 30 days; and

WHEREAS, a public hearing was held on Thursday, November 9, 2023 at Charter Township of Flushing Hall to provide an opportunity for all residents to express opinions, ask questions and discuss all aspects of the Flushing Area Recreation Plan; and

WHEREAS, the Charter Township of Flushing has developed the plan as a guideline for improving recreation and enhancing the Flushing Charter Township Nature Park.

NOW THEREFORE, BE IT RESOLVED, the Flushing Charter Township hereby adopts the Flushing Area Recreation Plan.

Second by Councilmember Good. 6 Yeas. 0 Nays.

Frederick Thorsby, Supervisor

Wendy D. Meinburg, Township Clerk

I, Wendy D. Meinburg, Township Clerk of the Charter Township of Flushing, hereby certify the foregoing to be a true and complete copy of a resolution adopted by the Charter Township of Flushing Council at a regular meeting held on Thursday, January 11, 2024.

Wendy D. Meinburg, Township Clerk

Date

**Qs Construction Company
L.L.C.**

Quentin McDonald
12049 Coldwater rd
Flushing, MI
+18108695522
qsconstruction92@gmail.com

ESTIMATE
EST13811

DATE
Dec 18, 2023

TOTAL
USD \$96,915.00



TO

Flushing township park Boardwalk

DESCRIPTION	RATE	QTY	AMOUNT
Demo Demo and removal of existing boardwalk deck Remvoe all deck boards, framing and posts Dumpsters included in price	\$22,500.00	1	\$22,500.00
Labor- auger holes Approx 75 holes to be dug to frost line depth	\$75.00	75	\$5,625.00
Labor- post setting Fill and set all post Post to be plumb	\$3,800.00	1	\$3,800.00
Labor- framing and decking Labor to frame and deck boardwalk path and platform Path to be 6' wide approx 350' long Platform approx 10x12	\$44,450.00	1	\$44,450.00
Material Material for entire boardwalk and platform Stainless steel screws included in quote All post to be black locust 2x8 treated joist and beams	\$20,540.00	1	\$20,540.00
	SUBTOTAL		\$96,915.00
	TAX (0%)		\$0.00

TOTAL

USD \$96,915.00

Payment terms to be discussed and set pripr to starting of work.
No permitting required

Estimate

Matt Akin
6105 N. Linden RD, Mt. Morris, MI 48458
Fax number: (810) 640-7312
Email: MatthewOakin@gmail.com
Phone number: (810) 569-2737
Phone number: (810) 569-9842

Estimate Number: 1796

Date: 12-27-2023

To Flushing Township 6524 N Seymour Rd. Flushing
MI 48433

Billing period

Description	Rate	Quantity	Amount
Remove and replace all treated wood of existing 300' of north board walk and 8x10 viewing area at river (all existing top decking and subframe), replace all rotted foundation poles with new black locust poles Rebuild 6'7" wide (currently 6' wide with a 5'5" walking area) Add 8x10 landing at board walk intersection		1	\$22,726.00
Down Payment			\$11,363.00
Remaining Total			\$11,363.00

Authorized Signature & Seal

Estimate

Matt Akin
6105 N. Linden RD, Mt. Morris, MI 48458
Fax number: (810) 640-7312
Email: MatthewOakin@gmail.com
Phone number: (810) 569-2737
Phone number: (810) 569-9842

Estimate Number: 1797

Date: 12-27-2023

To Flushing Township 6524 N Seymour Rd. Flushing
MI 48433

Billing period

Description	Rate	Quantity	Amount
-------------	------	----------	--------

Remove, replace and regrade with new stone as needed 51 retaining steps		1	\$4,500.00
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		Down Payment	\$2,250.00
--	--	---------------------	-------------------

		Remaining Total	\$2,250.00
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Authorized Signature & Seal

GENESEE COUNTY ROAD COMMISSION COST AGREEMENT FOR TRAFFIC CONTROL DEVICE

LOCATION:
COLDWATER ROAD & DELAND ROAD
FLUSHING TOWNSHIP, COUNTY OF GENESEE

PERMIT NO. T- 402
DATE: Dec. 20, 2023

TYPE OF INSTALLATION: Solar Beacon Flashers (LED) on Stop Signs (R1-1; 1W-1C-12" Red) and on Stop Ahead Warning Signs (W3-1; 1W-1C-12" Amber); GCRC Job No 489-85-W50962

Under authority of law and by actions of respective governing bodies, the undersigned hereby agree to participate in the cost of installation, maintenance, and operation of the above traffic control device based on the division of costs as shown hereinafter. Details of the installation are shown in a separate drawing. Title to equipment shall remain with the Genesee County Road Commission.

The term of this contract shall be from the date of its execution, and shall remain in full force and effect therefrom, unless otherwise terminated by either party by giving a thirty (30) day written notice of intent to cancel to the other party.

PARTICIPATION SUMMARY

Agency	Installation Share (%)	Installation Estimated Cost	Maintenance Share (%)	Operation Share (%)
GCRC	5%	\$1250	100%	NA
Flushing Township	5%	\$1250	0%	NA
MDOT Job No 218136	<u>90%</u>	<u>\$22,500</u>	<u>0%</u>	<u>NA</u>
Totals	100%	\$25,000	100%	NA

The agency responsible for performing traffic control device maintenance shall be the GENESEE COUNTY ROAD COMMISSION.

FINANCE DIVISION: Installation: Charge 5% Installation to PM GCRC and Charge 5% to AR Flushing Township
Maintenance: Charge 100% Maintenance to PM GCRC
Operation: No charges

APPROVAL:
GENESEE COUNTY ROAD COMMISSION

By: _____
Randy Dellaposta, Managing Director Date

APPROVAL:
FLUSHING TOWNSHIP

By: _____
Frederick Thorsby, Supervisor Date



GENESEE COUNTY ROAD COMMISSION

Serving the motorists of Genesee County for more than 100 years

211 W. Oakley Street
Flint, MI 48503-3995
Website: www.gcrc.org
Board meetings: first and third Tuesdays at 10:00 A.M.

Phone: (810) 767-4920
Toll Free: (800) 249-4027
Fax (810) 767-5373 – Administration
Fax (810) 767-3634 – Maintenance

December 20, 2023

Frederick Thorsby, Supervisor
Flushing Township
6524 N. Seymour Road
Flushing, Michigan 48433

Regarding: Cost Agreement for Solar Beacon Flashers
Coldwater Road & Deland Road
GCRC Signal No. T-402

Dear Mr. Thorsby,


The Genesee Road Commission applied for federal safety money to install solar powered flashing beacons for the intersection of Coldwater Road & Deland Road. The application was awarded, and the funding split is 90% federal and 10% GCRC. The Road Commission policy for beacon flashers is to share the installation costs at 50/50 with the Township. For this project, the township would be responsible for 5% of the incurred installation costs.

Attached is a cost agreement for the new installation. Please have your township board approve and sign the agreement. Once complete, return the signed document to our office for final execution.

The project is currently being designed and is scheduled for 2024 construction. The work will be performed by our signal staff.

Let me know if you have any questions.

Sincerely,
GENESEE COUNTY ROAD COMMISSION


Susan Charnesky, PE
Traffic Engineering Manager

enclosure

Cc: EJ, AP, File

Our mission, as Genesee County Road Commission employees, is to collectively provide and maintain a safe, cost-efficient and quality county road system for the motorists in Genesee County, Michigan.



RISK

MICHIGAN MUNICIPAL
RISK MANAGEMENT
A U T H O R I T Y

December 21, 2023

Fredrick Thorsby
Flushing Township
6524 N. Seymour Road
Flushing, MI 48433

Dear Fredrick Thorsby:

Thank you for your recent renewal with the Michigan Municipal Risk Management Authority (MMRMA). On behalf of the MMRMA Board of Directors, I am very pleased to provide the Flushing Township with \$1,620. This represents your share of the distribution of excess net assets from the State Pool Retention Fund to current eligible renewing State Pool Members declared by the Board in February 2023. The full amount of \$1,620 has been sent via electronic funds transfer to the bank account indicated on your ACH Authorization Form.

The Board determined whether to declare a distribution of excess net assets from the State Pool Retention Fund based on a recommendation from the State Pool Committee and the most recent analysis by our actuary of net asset adequacy of the State Pool Retention Fund at June 30, 2022. This year, the Board declared a net asset distribution from the State Pool Retention Fund of \$1,000,000 to eligible State Pool Members. Many factors contribute to the ability of the Board to declare a distribution, including better than expected loss trends, good risk management practices, responsiveness to risk control recommendations, and a successful well-diversified long-term investment strategy. A new actuarial analysis is performed each year to determine if there are excess net assets eligible for distribution; because each year's analysis is discrete, there is no guarantee of future distributions.

However, the essential and most important factor allowing MMRMA to distribute excess net assets is the long-term commitment of its State Pool Members. The method used to calculate the distribution of excess net assets recognizes and rewards those municipalities with sustained longevity. In addition to your years of continuous membership, the calculation method considers your self-insured retention (SIR) claim loss history within the State Pool's retained risk layer and your contributions to the State Pool Retention Fund over the past five years. Without your ongoing participation and commitment to best practices, such distributions would not be possible. The Board and I sincerely thank you for your loyal support of MMRMA.

Warmest regards,

Michael L. Rhyner
Executive Director

cc: Tim McClorey

RISK

MICHIGAN MUNICIPAL
RISK MANAGEMENT
A U T H O R I T Y

December 21, 2023

Fredrick Thorsby
Flushing Township
6524 N. Seymour Road
Flushing, MI 48433

Dear Fredrick Thorsby:

Thank you for your recent renewal with the Michigan Municipal Risk Management Authority (MMRMA). On behalf of the MMRMA Board of Directors, I am very pleased to provide the Flushing Township with \$7,779. This represents your share of the distribution of excess net assets from MMRMA to current eligible renewing Members declared by the Board in January 2023. In accordance with your instructions, the full amount of \$7,779 has been sent via electronic funds transfer to the bank account indicated on your ACH Authorization Form.

The Board determined whether to declare a distribution of excess net assets based on a recommendation from the Investment Committee and the most recent analysis by our actuary of net asset adequacy of MMRMA at June 30, 2022. This year, the Board declared a net asset distribution of \$29,733,869 to eligible Members. Many factors contribute to the ability of the Board to declare a distribution, including better than expected loss trends, good risk management practices, responsiveness to risk control recommendations, and a successful well-diversified long-term investment strategy. A new actuarial analysis is performed each year to determine if there are excess net assets eligible for distribution; because each year's analysis is discrete, there is no guarantee of future distributions.

However, the essential and most important factor allowing MMRMA to distribute excess net assets is the long-term commitment of its Members. A majority of MMRMA Members have over 20 years of continuous membership, and several have more than 35 continuous years with our organization. The method used to calculate the distribution of excess net assets recognizes and rewards those municipalities with sustained longevity. In addition to your years of continuous membership, the calculation method considers your claim loss history in excess of your self-insured retention (SIR) layer and your contributions to the General Fund over the past five years. Without your ongoing participation and commitment to best practices, such distributions would not be possible. The ultimate recognition of the success of our organization goes to you – the MMRMA Members. The Board and I sincerely thank you for your loyal support of MMRMA.

Warmest regards,

Michael L. Rhyner
Executive Director

cc: Tim McClorey

BUILDING

Permit #	Applicant	Job Address	Fee Total	Const. Value
PB21-0001	BRADY, NOEL R	7487 W STANLEY RD	\$285.00	\$29,500
PB22-0126	BERRY CUSTOM HOMES LLC	3155 CORNERSTONE DR	\$2,727.00	\$510,000
PB23-0026	S.A.W. CONSTRUCTION	8484 W STANLEY RD	\$828.20	\$135,000
PB23-0053	CARDINAL ROOFING	3119 DILLON RD	\$210.00	\$12,000
PB23-0054	LOCKHART ROOFING	6169 JOHNSON RD	\$205.00	\$100
PB23-0056	STEVE GROSS CONSTRUCTIO	3010 WYNDHAM DR	\$920.00	\$150,000
PB23-0066	R.Y. CONSTRUCTION	195 APOLLO	\$160.00	\$10,000
PB23-0107	WORTHING, STUART	9584 PINE NEEDLE TRL	\$185.00	\$10,000
PB23-0111	GRAND BLANC CONCRETE C	106 SHEPPARD AVE	\$165.00	\$100
PB23-0118	WILLIAMS, RICHARD	9484 PINE NEEDLE TRL	\$160.00	\$100
PB23-0120	MOBILE & MODULAR HOMES I	106 SHEPPARD AVE	\$253.00	\$10,000
PB23-0123	HOME DEPOT USA INC	9511 HEDDY DR	\$178.00	\$3,649
PB23-0131	D-R SET UP INC	25 ARMSTRONG AVE	\$190.00	\$2,500

Total Permits For Type: 13
Total Fees For Type: \$6,466.20
Total Const. Value For Type: \$872,949

ELECTRICAL

Permit #	Applicant	Job Address	Fee Total	Const. Value
PE21-0165	PINNACLE ELECTRIC, INC	3155 CORNERSTONE DR	\$430.00	\$0
PE23-0039	BLESSING COMPANY	9166 N ISLAND DR	\$168.00	\$0
PE23-0053	CONSOLIDATED ELECTRICAL	3133 STRATFORD LN	\$428.00	\$0
PE23-0067	CREATIVE ELECTRICAL SOLU	3010 WYNDHAM DR	\$290.00	\$0
PE23-0073	JOHN MARCH	30 ARMSTRONG	\$125.00	\$0
PE23-0076	PIERCE, SUZANNE	7151 N MCKINLEY RD	\$481.00	\$0
PE23-0081	JOHN MARCH	25 ARMSTRONG AVE	\$125.00	\$0
PE23-0084	CHAPPLE ELECTRIC	30 ARMSTRONG	\$128.00	\$0

Total Permits For Type: 8
Total Fees For Type: \$2,175.00
Total Const. Value For Type: \$0

MECHANICAL

Permit #	Applicant	Job Address	Fee Total	Const. Value
PM23-0039	BELLE REFRIGERATION	9591 PINE NEEDLE TRL	\$400.00	\$0
PM23-0050	SAW CONSTRUCTION	8484 W STANLEY RD	\$150.00	\$0
PM23-0053	HAWKINS HEATING & COOLI	7393 N SEYMOUR RD	\$150.00	\$0
PM23-0066	FERRIGAN HEATING & COOLI	3010 WYNDHAM DR	\$245.00	\$0

PM23-0067	A-1 MECHANICAL	3133 STRATFORD LN	\$298.00	\$0
PM23-0078	D-R SET UP INC	25 ARMSTRONG AVE	\$140.00	\$0

Total Permits For Type: 6
Total Fees For Type: \$1,383.00
Total Const. Value For Type: \$0

PLUMBING

Permit #	Applicant	Job Address	Fee Total	Const. Value
PP23-0024	QUALITY PLUMBING HEATIN	8484 W STANLEY RD	\$159.00	\$0
PP23-0028	ACTION PLUMBING HEATING	3010 WYNDHAM DR	\$243.00	\$0
PP23-0029	MARK WOODMAN PLUMBING	3133 STRATFORD LN	\$218.00	\$0
PP23-0046	D-R SET UP INC	25 ARMSTRONG AVE	\$155.00	\$0

Total Permits For Type: 4
Total Fees For Type: \$775.00
Total Const. Value For Type: \$0

Report Summary

Population: All Records
Permit.DateFinaled Between
12/1/2023 12:00:00 AM AND
12/31/2023 11:59:59 PM

Grand Total Fees:	\$10,799.20
Grand Total Permits:	31
Grand Total Const. Value:	\$872,949

Enforcement List

Enforcement Number	Address/ Parcel Number	Category	Date Filed	Status	Next Action
EN 109	6389 N SEYMOUR RD 08-15-100-024	STORAGE IN FRONT	12/06/2023	CLOSED - ABATED	FOLLOW-UP :
EN23-0110	7488 NICHOLS RD 08-09-100-010	RUBBISH	12/06/2023	OPEN - COMPLAINT	FOLLOW-UP :
EN23-0111	8240 W STANLEY RD 08-11-400-002	WORK WITHOUT PER	12/06/2023	CLOSED - ABATED	CITATION
EN23-0112	5104 CHICKASAW TRL 08-22-577-095	RECREATIONAL VEH	12/07/2023	CLOSED - ABATED	FOLLOW-UP :
EN23-0113	5151 CHICKASAW TRL 08-22-577-048	VEHICLES	12/07/2023	OPEN - COMPLAINT	FOLLOW-UP :
EN23-0114	9591 PINE NEEDLE TRL 08-21-200-005	CONST DIRT ON ROA	12/13/2023	CLOSED-UNFOUND	OBSERVATIO
EN23-0115	7394 W MT MORRIS RD 08-01-300-005	RODENTS	12/13/2023	CLOSED-UNFOUND	INSPECTION

Records: 7

Population: All Records

Enforcement.DateFiled Between 12/1/2023 12:00:00 AM AND
12/31/2023 11:59:59 PM

Zoning Report for December 2023 - Flushing Township

- Zoning Valero Station status review
- Sign location Elms
- Ground mount solar questions Morrish
- Fence permit questions Dillon
- Fence permit questions River Rd
- PC Packet review
- Sign Permits Elms Rd
- Cell Tower review
- Zoning use questions Mc Kinley
- Cell Tower Application review
- Valero Station review with owner
- Valero Station review with designer
- Sign location review Elms
- Zoning property use Mt Morris
- Cell Tower review Rowe Eng
- Zoning property use Pierson Rd
- Zoning questions from resident
- Fence permit Stanley Rd
- Year end PC report
- GCDC Permit questions
- Zoning Wholesale car sales
- Zoning single family Pierson Rd
- Zoning permit questions Mt Morris Rd
- Zoning resident info on cell tower
- Zoning – ZBA request Valero
- Zoning modular home questions Carpenter
- Zoning pole barn questions Mc Kinley
- Valero update



Planning Commission
Annual Report
2023

Pursuant to the Michigan Planning Enabling Act, Public Act 33 of 2008, township planning commissions shall make an annual written report to the legislative body concerning its operations and the status of planning activities, including recommendations regarding actions by the legislative body relating to planning and development. This annual report detailing the activities over the past year, including reviews, recommendations, and ordinance updates fulfills this requirement of Public Act 33 of 2008. The Township Master Plan is used as the underlying guide for land use decisions and updates to the Township’s Zoning Ordinance.

MEMBERS AND MEETINGS

The Planning Commission is a seven-member body comprised of appointed residents of the township. The commission meets on the second Monday of each month, except where the meeting dates conflict with a holiday. The commission met six times in 2023.

January 9 th	Cancelled	July 18 th	
February 13 th	Cancelled	August 14 th	Cancelled
March 13 th	Cancelled	September 11 th	
April 10 th		October 10 th	Cancelled
May 8 th		November 13 th	Cancelled
June 12 th		December 11 th	

The current Planning Commission membership consists of the following individuals appointed to 3-year terms:

COMMISSIONER	TITLE	TERM	MEETING ATTENDANCE											
			J	F	M	A	M	J	J	A	S	O	N	D
Vicki Peivandi	Chairperson	2024				X	X	X	X		X			X
William Mills	Vice Chairperson	2023				X	X	X	X		X			X
Amy Bolin	Secretary	2024				X	X	X	X		X			X
Craig Davis	Commissioner	2024					X	X						X
Timothy Lloyd	Commissioner	2024				X	X	X	X					X
Michael Moon	Commissioner	2026					X	X	X		X			X
Terry Peck	Board of Trustees Representative	2024				X	X	X	X		X			X

SUMMARY OF ACTIONS TAKEN IN 2023

Special Use Permits

Type	Request	Approved
Accessory structure in front yard	1	1
Family Dollar/Dollar Tree store	1	1
Fence in front yard	1	0
Gas station/convenience store	1	1
Heating/Cooling business	1	1
Swimming pool in front yard	1	1
Total	6	5

See page 3 for a full accounting of 2023 agenda items.

BUSINESS	APPLICANT	ADDRESS	MEETING DATE	ACTION
Site Plan for Flushing Bibi Villas	Investors Land Holdings of Flushing, LLC	7533 N. McKinley Road	April 10th	No motion taken
			May 8th	No motion taken. Discussion only.
Intro to proposed Short-Term Rental Ordinance	n/a	n/a	April 10th	No motion taken. Discussion only.
			May 8th	Motion passed 7-0 First reading approved by Board of Trustees on June 8th
SUP for Accessory Structure in front yard	Michael J. Blaszkowski	3107 N. Seymour Road	May 8th	Motion passed 7-0
SUP for Plumbing, Heating and Air Conditioning business	William Lincoln - Veteran's Mechanical, LLC	8034 N. McKinley Road	June 12th	Motion passed 7-0, contingent on GCRC approval of driveway and marked parking spaces in front of building
SUP for fence in front yard	Donna J. Finch	6377 N. Seymour Road	June 12th	Application denied with vote 7-0
Site Plan Review for swimming pool in front yard	Tim Huffman	5211 Deland Road	July 18th	Motion passed 6-0
Public Hearing and SUP for swimming pool in front yard	Tim Huffman	5211 Deland Road	July 18th	Motion passed 6-0
Site Plan Review for gas station convenience store	Rick Hansen	8464 Mt. Morris Road	July 18th	Motion passed 5-1, contingent on unmet conditions printed in red text in letter from Rowe Profession Services Site Plan Review Letter being met.
			Dec. 11th	Motion passed 6-0, contingent on denotation of canopy height, sales floor area for calc. of parking spaces, type and amount of 6 ft. privacy fencing, permit approvals from GCDC-WWS, GCRC, EGLE, and LARA
Public Hearing and SUP for gas station convenience store	Rick Hansen	8464 Mt. Morris Road	July 18th	Motion passed 6-0
Site Plan Review for Family Dollar/Dollar Tree	Wolgast Acquisition Corporation	7029 Mt. Morris Road	Sept. 11th	Motion passed 5-0, contingent on landscaping standards 36-324 being met and approvals from GCDC and GCRC are received.
Public Hearing and SUP for Family Dollar/Dollar Tree	Wolgast Acquisition Corporation	7029 Mt. Morris Road	Sept. 11th	Motion passed 5-0

2024 ACTION PLAN

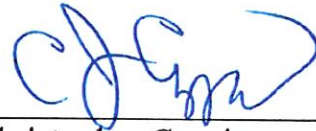
The Planning Commission looks forward to a productive year in 2024. Working with the Zoning Administrator, the Planning Commission intends to update the sign ordinance and the commercial solar ordinance to comply with new legislation, develop ordinances for commercial wind and roadside stands, and possibly review the farm animal ordinance.

On behalf of the Planning Commission, I would like to express our gratitude to the Township Board, to the dedicated volunteers on the other boards and commissions, and to the Township staff for all their hard work and support. Finally, we would like to express our appreciation to all the residents and businesses that make Flushing Township such a great place to call home.

Respectfully submitted,



Vicki Peivandi
Planning Commission Chairperson



Christopher Czyzio
Zoning Administrator

CHARTER TOWNSHIP OF FLUSHING

6524 North Seymour Road
Flushing, Michigan 48433
(810) 659-0800 Fax (810) 659-4212
www.flushingtownship.com

Supervisor – Frederick R. Thorsby
Clerk – Wendy Meinburg
Treasurer – Terry Peck

Trustees
William Bain
Linda Minarik
Josh Upleger
Sharilynn K. Willette

Fire Report December 2023

Fire Runs (Dec)	10
Structure Fire	0
Car Fire	0
Grass Fire	0
PI Accidents	0
PD Accident -Wash Down	0
Natural Gas Leak	0
Down Wires	0
Electrical Fire	0
Fire Alarms	0
Smoke Investigation	0
Open Burns	0
CO Alarm	0
Odor Investigation	0
Lift Assist	0
Assist EMS	0
Assist to Police	0
Good Intent Call	0

As Reported by Chief James Michael

FANG ACTIVITY REPORT

December 2023

12/05 – FANG detectives executed a search warrant in the city of Flint. The search warrant resulted in the seizure of 416 grams of crystal meth, \$2,238 and 1 handgun.

12/06- FANG detectives utilized a confidential informant to purchase heroin from a dealer in the Flint area. The dealer was identified, and the investigation is ongoing.

12/07 – FANG detectives utilized a confidential informant to purchase cocaine from a dealer in the Flint area. The investigation is ongoing.

12/08 – FANG detectives executed 2 separate search warrants at the residences of narcotics dealers in the Flint area. The search warrants resulted in the seizure of 40 grams of crystal meth, 6 grams of fentanyl, 2 grams of crack cocaine and \$1,565.

12/11 – FANG detectives assisted the DEA with the controlled delivery of 2 packages of crystal meth in the City of Flint.

Also on this date, FANG detectives conducted surveillance on a known fugitive in the City of Flint. A traffic stop was conducted, and the suspect was arrested. FANG detectives also seized \$1,575 and a vehicle from the suspect.

12/12– FANG detectives assisted DEA with pre-raid surveillance on a search warrant in Flint. Later that day FANG detectives conducted 3 separate CI/UC buys into narcotics dealers in the Flint area. All three investigations are ongoing.

12/14 – FANG detectives conducted search warrants at 2 separate addresses in the Flint area. The search warrants in resulted in the seizure of 58 grams of crystal meth, 48 grams of cocaine, 2 handguns and 1 assault rifle.

12/18 – FANG detectives utilized a confidential informant to purchase cocaine from a dealer in the Flint area. The suspect was identified, and the investigation is ongoing.

12/19 – FANG detectives utilized a confidential informant to introduce an undercover officer to a crystal meth dealer in the Flint area. The undercover officer was able to purchase 2 ounces of crystal from the dealer. The investigation is ongoing.

12/20 – FANG detectives conducted a search warrant at the residence of a known narcotics dealer in the Flint area. The search warrant resulted in the seizure of 7 grams of cocaine, 3 grams of crack cocaine and \$620.

Also on this date, FANG detectives utilized an undercover officer to purchase 3 firearms from a known felon in the Flint area. The investigation is ongoing.

12/21- FANG detectives responded to the scene of a BHO lab explosion. As a result, FANG detectives executed 2 search warrants. The search warrants resulted in the seizure of 40 marijuana plants, 3 firearms, \$1,990 and 1 vehicle.

12/26- FANG detectives were contacted by Flint MCU regarding a homicide suspect in the City of Flint. FANG detectives set up a surveillance detail at a residence that the suspect was believed to be hiding. After several hours FANG detectives observed a vehicle leave the residence and were able to get the vehicle stopped. The suspect was the passenger in the vehicle and was arrested without incident.

Later that day FANG detectives assisted St. Claire County Drug Task Force conduct a controlled purchase of 3 ounces of crystal meth from a known dealer in Mt. Morris Twp. A search warrant was conducted on the residence on 12/28.

12/28- FANG detectives conducted a search warrant at the residence of a known narcotics dealer in Mt. Morris Twp. The search warrant resulted in the seizure of 5 handguns, 18 grams of crystal meth, 4 grams of fentanyl, 4 grams of crack cocaine, 26 suboxone strips and \$959. The suspect who already had a 21-count felony warrant was arrested and lodged at the Genesee County Jail.

GENERAL FUND FOR DEC 2023

CHECKS IN TRANSIT:

TOTAL -6,248.91 PREVIOUS BALANCE \$ 1,890,610.46
SERVICE FEE (\$37.87)

ACH IN TRANSIT:

GF REGISTER CHECKS: (\$11,846.86)
PAYROLL CHECKS (\$85,188.28)
BUILDING DEP/CC \$6,249.20
RECEIPTS \$51,483.48
GRANTS \$217,422.96
MERS DC (\$5,670.45)
EFTPS- IRS (\$26,763.84)
JOHN HANCOCK (\$3,664.60)
MERS DB MANDATORY % (\$31,366.34)
GOV MIC TRANS
ELEC HAVA GRANT \$0.00
POLICE LIQUOR CONTROL

DEPOSITS IN TRANSIT: SOM - SITW (\$4,572.93)
HEALTH CARE SAVINGS (\$750.00)
COLONIAL LIFE (\$420.00)
BP BILLS PAID: (\$36,243.02)
0.00

\$ 1,959,241.91

BANK CHECKING BALANCE

\$1,965,490.82

CC DOUBLE POST

ACH IN TRANSIT

\$ -

DEPOSIT IN TRANSIT

\$0.00

CHECKS TRANSIT

(\$6,248.91)

\$1,959,241.91

CASH IN BANK

101 GENERAL/PARK/DENTAL/VISION \$954,374.79
207 POLICE FUND \$19,149.02
249 BUILDING/ORD FUND \$114,500.42
226 TRASH FUND \$312,971.30
212 DRUG ENF FUND \$5,351.04
274 CDBG (\$782.99)
301 ARPA \$318,367.68
401 BOND \$235,310.65

TOTAL \$1,959,241.91

WATER FUND FOR DEC 2023

<u>CHECK</u>	<u>DATE</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
3135	12/05/2023	GENESEE COUNTY DRAIN COMM	DECEMBER BILLING	182,262.04
3136	12/21/2023	FLUSHING FIREFIGHTERS, INC.	HYDRANTS PAINT FLUSH	7,980.33
3137	12/21/2023	NICHOLAS MILLS	CR BAL REFUND	124.92
				190,367.29

<u>BP</u>	<u>DATE</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
17989	12/4/2023	GENESEE CO DRAIN COM	MAINTENANCE	3,009.96
				3,009.96

PREVIOUS MONTH ENDING BALANCE	\$	860,886.26
INTEREST		
RECEIPTS		\$205,443.80
CREDIT CARDS		
NSF		(\$94.86)
REGISTER CHECKS		(\$190,367.29)
BP BILLS PAID:		(\$3,009.96)
	\$	872,857.95
BANK CHECKING BALANCE		\$880,838.28
DEPOSIT TRANSFER		\$0.00
CHECKS TRANSIT		(\$7,980.33)
		\$872,857.95

TX ACCOUNT FUND FOR DEC 2023

<u>DATE</u>	<u>CHECK</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
7204	12/04/2023	JODI MOSER	PRINCIPLE RESIDENCE EXEM	2,353.67
7205	12/06/2023	CHRISTOPHER BROWN	PRINCIPLE RESIDENCE EXEM	1,446.95
7206	12/06/2023	KENNETH WRIGHT	100% VETERAN EXEMPTION	744.10
7207	12/11/2023	DAVID BOTTRELL	WINTER 2023-OVER PAYME	61.41
7208	12/11/2023	THE STATE BANK	WINTER 2023-OVER PAYME	1,788.92
7209	12/19/2023	BISHOP INTER AIRPORT AUTHORITY	WINTER 2023 TAX ROLL RU	21,483.30
7210	12/19/2023	CLIO SCHOOL DISTRICT	WINTER 2023 TAX ROLL RU	1,007.99
7211	12/19/2023	FLUSHING TOWNSHIP - GENERAL FUND	WINTER 2023 TAX ROLL RU	275,085.56
7212	12/19/2023	FLUSHING TOWNSHIP- WATER	WINTER 2023 TAX ROLL RU	5,356.07
7213	12/19/2023	GENESEE CTY LAND BANK	WINTER 2023 TAX ROLL RU	73.02
7214	12/19/2023	GENESEE CTY TREASURER	WINTER 2023 TAX ROLL PAY	289,361.42
7215	12/19/2023	GENESEE INTERMEDIATE SCHOOL	WINTER 2023 TAX ROLL RU	12,799.87
7216	12/19/2023	MASS TRANSPORTATION AUTHORITY	WINTER 2023 TAX ROLL RU	54,788.62
7217	12/19/2023	MONTROSE SCHOOL DISTRICT	WINTER 2023 TAX ROLL RU	21,670.19
7218	12/19/2023	MOTT COLLEGE	WINTER 2023 TAX ROLL RU	115,231.15
				803,252.24

PREVIOUS MONTH ENDING BALANCE	\$	1,202.54
CREDIT CARD PAYMENTS RECEIVED		
RECEIPTS		\$3,106,965.20
INTERNAL TRANS		
NSF		
CHECKS		(\$803,252.24)
	\$	2,304,915.50
BANK CHECKING BALANCE		\$3,034,467.60
DEPOSIT IN TRANSIT		\$7,160.40
BANK ENCODE ERROR		
CHECKS TRANSIT		(\$736,712.50)
		\$2,304,915.50

GOVMIC TRANSFER

WATER

10/20/2023	liquid	est 5.00%	250,000.00
9/18/2023	6/7/2024	5.79%	3,000,000.00
10/17/2023	7/8/2024	5.82%	1,000,000.00

TOTAL

4,250,000.00

GENERAL FUND

10/20/2023	liquid	est 5.00%	250,000.00
9/18/2023	6/7/2024	5.79%	500,000.00
10/17/2023	7/8/2024	5.82%	1,000,000.00

WILDFIRE CD

2/23/2024

250,000.00

TOTAL

1,750,000.00

POLICE FUND

11/2/2023	liquid	est 5.00%	500,000.00
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500,000.00

TRASH FUND

GOVMIC INTEREST

WATER		GENERAL FUND	
6/21/23	5,476.23	6/21/23	5,876.22
9/18/23	92,426.54	9/18/23	18,976.32
10/17/23	48,376.69	10/17/23	44,952.33 *
10/26/23	4,109.59	10/26/23	4,109.59 *
11/2/23	936.85	11/2/23	2,079.31 *
12/4/23	1,133.99	12/4/23	1,133.99 *
1/3/24	1,172.66	1/3/24	1,172.66 *
TOTAL	<u>153,632.55</u>	TOTAL	<u>78,300.42</u>
POLICE FUND		TRASH FUND	
10/16/23	10,532.94	8/21/23	6,072.12 GF acct
12/4/23	2,192.68		
1/3/24	2,345.27		
TOTAL	<u>15,070.89</u>	TOTAL	<u>6,072.12</u>
* RESTRICTED			



CHARTER TOWNSHIP OF FLUSHING POLICE DEPARTMENT

Chief of Police – Dennie VanAlstine

6524 N. Seymour Road. Flushing, MI 48433
 Phone: (810) 659-0809 Fax: (810) 605-0218

DECEMBER 2023 Police Department Statistics

2023	<u>DEC</u>		<u>DEC</u>	
<u>Activity / Date</u>		<u>Activity / Date</u>		
Calls for Service	165	OWI/OUID	0	
Total Complaints Taken	80			
Suspicious Situations	7			
Family Trouble	3			
Felony Arrests	2			
Misd. Arrests	3			
Juv.Felony Arrest	1			
Juv.Misd.Arrest	1			
Business Checks	297	<u>VEHICLE</u>	<u>MILEAGE</u>	<u>USED</u>
Vacation Checks	60	Patrol Car 27-1	2021	66181 856
Subdivision Checks	424	Patrol Car 27-2	2017	166926 571
Traffic Stops	23	Patrol Car 27-3	2018	61798 503
Traffic Citations	12	Patrol Car 27-4	2017	82298 352
Traffic Warnings	11	Patrol Car 27-5	2020	87914 365
Medicals	1	Patrol Car 27-6	2020	35478 2285
Alarms	5	Det's Car	2013	154864 729
Reports Completed	83	Chief's Car	2019	66097 553

- 1 – Aggravated/Felonious Assault - Family – (1) Non-Family (0)
- 6 - Assault and Battery/Simple Assault
- 1 -Sex Offense Against Child (Fondling)
- 1 – Larceny – Personal Property from Vehicle (0) – From Yard (0) – Other (1 (Mail))
- 1 – Burglary – Forced Entry
- 1 – Damage to Property – Public Property (0) Private Property (1)
- 1 – Amphetamines (Possess)
- 1 – Contempt of Court
- 1 – Stalking
- 0 – Harassing Communications
- 1 _ Neglect Child
- 1 – Fraud – Impersonation (0) Identity Theft (1)
- 2 _ Civil Custodies (Incapacitation)
- 12 – Miscellaneous/Non-Criminal
- 11– Traffic – Non-Criminal, Accidents
- 2 – Natural Death
- 17– Assists – General Assist (0) – Fire Dept (1) – Other Police Department (10) – EMS (6)