

CHARTER TOWNSHIP OF FLUSHING

6524 N. SEYMOUR ROAD

BOARD OF TRUSTEES AGENDA

DATE: AUGUST 14, 2014

TIME: 7:00 P.M.

PHONE: 810-659-0800

FAX 810-659-4212

WEB PAGE: <http://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 ATTORNEYS:

STEVEN W. MOULTON PLLC

6258 W. Pierson Road

Flushing MI 48433

810-407-7658

I. DATE AGENDA POSTED: MONDAY, AUGUST 11, 2014

II. CALL THE MEETING TO ORDER:

ROLL CALL

PLEDGE OF ALLEGIANCE

ADOPT THE AGENDA FOR AUGUST 14, 2014

APPROVAL OF CORRECTED MINUTES FROM JUNE 12, 2014

APPROVAL OF PROPOSED MINUTES FROM JULY 10, 2014 AND JULY 25, 2014

APPROVAL OF PAYMENT OF BILLS

III. PUBLIC COMMENTS:

IV. UNFINISHED BUSINESS:

1. The following items may be the subject and possible action of the Board:

A. Items from Supervisor Birchmeier:

1. Request for Supervisor to look into implementing Staff Time Clock (No Document Available)
2. Request for Clerk to be authorized to replace or re-key door for Authorized Staff/Personnel (No Document Available)
3. Request to have Policy Committee look into the matter of Township Truck Use (No Document Available)
4. Request for the Supervisor to have key to Flushing Township Nature Park Pole Barn (No Document Available)
5. Flushing Fire Department (June and July)
6. Roads, Bridges, and Ditches (June and July)
7. Water and Drain (June and July)
8. Township Emergency Manager (June and July)

9. Water Fund Payment to General Fund (DA) – Trustee Martinson
 - Referring to the 2014-2015 Budget under Revenues, **I move to change the line item that reads REIMBURSEMENT-WATER FND EXP from \$140,000 to the amount of \$100,000.** (Please refer to the two (2) charts indicating the justification for the \$40,000 decrease.
10. Policies and Procedures (DA) – Manual Update – Attorney Moulton, Birchmeier, Lee, Martinson, and Minaudo – **Motions to be made as agenda items are discussed.**
 - A. Bring ONLY draft 2 in your white three-ring binder
 - B. PLEASE throw away all other copies if water mark does not say “DRAFT2.”
 - C. No new polices or procedures will be addressed at this meeting.
 - D. PLEASE refer to attached MEMO addressed to Trustee Martinson (concerns polices discussed at the July 25th special meeting and to be placed on tonight’s agenda: pages 11, 17-18, 38-39, 47, 52-55).
 - E. What do we do next!
11. Approval of the MISS DIG Agreement and Agency Designation – Attorney Moulton
12. Flushing Township Nature Park Governance Proposed Amendment – Treasurer Lee
13. Selection of Applicants to Serve on the Flushing Township Nature Park Advisory Committee – Treasurer Lee
14. Decision regarding the Flushing Township Nature Park Pole Barn Roof – Treasurer Lee
14. Building/Grounds/Bid Committee – Search for Township Concurrent Insurance Coverage (NDA) – Treasurer Lee
15. Consideration of Quotes from Professional Architect for Bid Specification Development for Flushing Township Nature Park Boardwalk repairs – Treasurer Lee

V. NEW BUSINESS:

1. The following items may be the subject and possible action of the Board:
 - A. Approval of Fiscal Quarterly Budget – Treasurer Lee
 - B. Consideration/Discussion to fill in center of Potter Road and Stanley Road – Supervisor Birchmeier
 - C. Appointment for Planning Commission (No Document Available) – Supervisor Birchmeier
 - D. Approval of Resolution for the “*Bikes on the Bricks*”- Clerk Morford
 - E. Approval of Norton Internet Security for the Server – Clerk Morford
 - F. Approval of *Election Source* of Grand Rapids to do Test Decks for Elections – Clerk Morford
 - G. Closed Session – **1)** Unit Clarification with MERC Regarding Police Department Secretary and **2)** Dynamite Video Productions Invoice No. 40319 – Attorney Moulton

VI. REPORTS:

1. Flushing Township Police Department– Chief Fairchild
2. Flushing Fire Department – Supervisor Birchmeier
3. Flushing Township Park and Recreation Committee – Treasurer Lee
4. Flushing Area Senior Center – Clerk Morford
5. Commissions:
 - A. Planning Commission – Trustee Gage

VII. COMMITTEE REPORTS:

1. Roads, Bridges, and Ditches – Supervisor Birchmeier
2. Sewer and Water – Supervisor Birchmeier
3. Township Emergency Manager – Supervisor Birchmeier

VIII. FINANCIAL REPORT:

IX. BOARD COMMENTS:

X. PUBLIC COMMENTS:

XI. NEXT REGULAR MEETING: THURSDAY, SEPTEMBER 11, 2014 AT 7:00 P.M.

XII. ADJOURNMENT

JULIA A. MORFORD, Clerk

ATTENTION: All requests for placing items on the agenda must be delivered to the Office of the Township Clerk no later than 9:00 a.m. on the Thursday (one week prior) to the Charter Township of Flushing Board of Trustees Meeting. You may view the minutes on the internet at www.flushingtownship.com

Regular meeting agenda 08 14 2014