

MONROE COUNTY, MICHIGAN
Regular Meeting Minutes
January 20, 2026
7:00 p.m.

CALL TO ORDER

A meeting of the Monroe Charter Township Board was called to order by Supervisor John Manor at 7:00 p.m. on Tuesday, January 20, 2026, from the Monroe Charter Township Hall, 4925 East Dunbar Road, Monroe County, Michigan.

ROLL CALL

Present: Supervisor Manor, Clerk Smith, Treasurer Sulfaro, Trustees, Heck, Merkle and Raymo.

Excused: Trustee Shipman

Others Present: Chief Hernandez, Attorney McCormick and four (4) audience members.

INVOCATION/PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES (Regular Meeting Minutes of December 16, 2025)

Motion #1. Motion by Raymo, supported by Merkle to approve the Regular Meeting Minutes of December 16, 2025, as presented.

Roll call vote: Raymo yes, Merkle yes, Smith yes, Heck yes, Sulfaro yes, Manor yes. **Motion carried.**

APPROVE PAYMENT OF BILLS/INVOICES

Motion #2. Motion by Raymo, supported by Heck to approve the payment of bills/invoices as listed by the Clerk, as presented.

Roll call vote: Raymo yes, Heck yes, Smith yes, Merkle yes, Sulfaro yes, Manor yes. **Motion carried.**

FIRE DEPARTMENT REPORT

Motion #3. Motion by Smith, supported by Sulfaro to accept and place on file the Fire Department Report for the month of December 2025, as presented.

Roll call vote: Smith yes, Sulfaro yes, Heck yes, Raymo yes, Merkle yes, Manor yes. **Motion carried.**

SHERIFF'S OFFICE REPORT

Motion #4. Motion by Merkle, supported by Heck to accept and place on file the Sheriff's Office Report for the month of December 2025, as presented.

Roll call vote: Merkle yes, Heck yes, Raymo yes, Sulfaro yes, Smith yes, Manor yes. **Motion carried.**

BLIGHT REPORT

Motion #5. Motion by Smith, supported by Merkle to approve the Blight Report, as presented.

Roll call vote: Smith yes, Merkle yes, Heck yes, Raymo yes, Sulfaro yes, Manor yes. **Motion carried.**

MONROE CHARTER TOWNSHIP

REGULAR MEETING

MINUTES

January 20, 2026

CONSENT AGENDA

Financial Reports:

- 1. Clerk's 2025 Budget Summary Report, period ending December 31, 2025.**
- 2. Treasurer's Monthly Statement of Bank Accounts & Investments, period ending December 31, 2025.**

General Reports:

- 1. Supervisor**
- 2. Building Official**
- 3. Zoning Enforcement Officer**

Communications:

- 1. Correspondence Charter Communications dated December 15, 2025, and January 12, 2026, Re: Upcoming changes.**

Motion #6. Motion by Heck, supported by Sulfaro to approve the Consent Agenda, as presented.

Roll call vote: Heck yes, Sulfaro yes, Smith yes, Raymo yes, Merkle yes, Manor yes. **Motion carried.**

RESOLUTION

Adopt Resolution #26-01, to set Poverty Exemption Guidelines and to retain Resolution #25-01, until the end of the year 2026 for qualified applicants to the July or December Board of Review.

Motion #7. Motion by Smith, supported by Raymo to adopt Resolution #26-01, to set Poverty Exemption Guidelines and to retain Resolution #25-01, until the end of the year 2026 for qualified applicants to the July or December Board of Review, as presented.

Roll call vote: Smith yes, Raymo yes, Sulfaro yes, Merkle yes, Heck yes, Manor yes. **Motion carried.**

NEW BUSINESS

Approve May 16, 2026, as Spring Clean-up Day from 9:00 a.m. to 3:00 p.m. and October 17, 2026, as Fall Clean-up Day from 9:00 a.m. to 3:00 p.m., with Steven's Disposal as waste hauler.

Motion #8. Motion by Merkle, supported by Sulfaro to approve May 16, 2026, as Spring Clean-up Day from 9:00 a.m. to 3:00 p.m. and October 17, 2026, as Fall Clean-up Day from 9:00 a.m. to 3:00 p.m., with Steven's Disposal as waste hauler, as presented.

Roll call vote: Merkle yes, Sulfaro yes, Heck yes, Raymo yes, Smith yes, Manor yes. **Motion carried.**

Approve Salary & Wage Scale Amendment #36.

Motion #9. Motion by Smith, supported by Raymo to approve Salary & Wage Scale Amendment #36, as presented.

Roll call vote: Smith yes, Raymo yes, Sulfaro yes, Heck yes, Merkle yes, Manor yes. **Motion carried.**

Approve posting Summer Camp Kids Director position internally. If no response, authorize publishing for the position in the local newspaper.

MONROE CHARTER TOWNSHIP

REGULAR MEETING

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NEW BUSINESS (con't)

Motion #10. Motion by Smith, supported by Sulfaro to approve posting Summer Camp Kids Director position internally. If no response, authorize publishing for the position in the local newspaper, as presented.

Roll call vote: Smith yes, Sulfaro yes, Heck yes, Merkle yes, Raymo yes, Manor yes. **Motion carried.**

Approve 1st quarter service agreement for \$750.00 to the Monroe County Business Alliance.

Motion #11. Motion by Smith, supported by Heck to approve 1st quarter service agreement for \$750.00 to the Monroe County Business Alliance, as presented.

Roll call vote: Smith yes, Heck yes, Raymo yes, Merkle yes, Sulfaro yes, Manor yes. **Motion carried.**

Approve and authorize Supervisor and Clerk to sign the 2026 Agreement and Contract with Lake Erie Transit in the amount of \$54,000.00.

Motion #12. Motion by Smith, supported by Merkle to approve and authorize Supervisor and Clerk to sign the 2026 Agreement and Contract with Lake Erie Transit in the amount of \$54,000.00, as presented.

Roll call vote: Smith yes, Merkle yes, Raymo yes, Sulfaro yes, Heck yes, Manor yes. **Motion carried.**

Approve payment to the State of Michigan MiDeal in the amount of \$230.00.

Motion #13. Motion by Smith, supported by Sulfaro to approve payment to the State of Michigan MiDeal in the amount of \$230.00, as presented.

Roll call vote: Smith yes, Sulfaro yes, Raymo yes, Merkle yes, Heck yes, Manor yes. **Motion carried.**

Approve Proposed 2026 Road Improvement Projects as recommended by the Monroe County Road Commission in the amount of \$265,297.00.

Motion #14. Motion by Merkle, supported by Smith to postpone the decision on the Proposed 2026 Road Improvement Projects as recommended by the Monroe County Road Commission in the amount of \$265,297.00, as presented.

Roll call vote: Merkle yes, Smith yes, Heck yes, Sulfaro yes, Raymo yes, Manor yes. **Motion carried.**

Approve 4 firefighters (Gavin Bukovitz, Ben Calandra, Christopher Manley and Olivia Merkle) to attend Fire Academy at a cost of \$6,000.00.

Motion #15. Motion by Smith, supported by Raymo to approve 4 firefighters (Gavin Bukovitz, Ben Calandra, Christopher Manley and Olivia Merkle) to attend Fire Academy at a cost of \$6,000.00, as presented.

Roll call vote: Smith yes, Rayo yes, Sulfaro yes, Heck yes, Merkle yes, Manor yes. **Motion carried.**

MONROE CHARTER TOWNSHIP

REGULAR MEETING

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NEW BUSINESS (con't)

Approve putting the Fire Department Ford Crown Victoria up for bid, per Township Policy (the lights and identifiers have been removed for the sale).

Motion #16. Motion by Smith, supported by Sulfaro to approve putting the Fire Department Ford Crown Victoria up for bid, per Township Policy, as presented.

Roll call vote: Smith yes, Sulfaro yes, Heck yes, Merkle yes, Raymo yes, Manor yes. **Motion carried.**

Monroe Solutions LLC, DBA Dacut, (1st special event for 2026), 14921 LaPlaisance Rd, (Property I.D. #5812-020-500-01) on 03/17/2026 from 9 a.m. to 9 p.m.

Motion #17. Motion by Smith, supported by Merkle to approve Monroe Solutions LLC, DBA Dacut, (1st special event for 2026), 14921 LaPlaisance Rd, (Property I.D #5812-020-500-01) on 03/17/2026 from 9 a.m. to 9 p.m., as presented.

Roll call vote: Smith yes, Merkle yes, Heck yes, Raymo yes, Sulfaro yes, Manor yes. **Motion carried.**

Approve membership dues to River Raisin Watershed Council for 2026 in the amount of \$100.

Motion #18. Motion by Smith, supported by Sulfaro to approve membership dues to River Raisin Watershed Council for 2026 in the amount of \$100, as presented.

Roll call vote: Smith yes, Sulfaro yes, Raymo yes, Merkle yes, Heck yes, Manor yes. **Motion carried.**

Approve Supervisor and Clerk to sign Professional Service Agreement with Mannik & Smith Group for the Evergreen Acres Park project in the amount of \$24,500.00.

Motion #19. Motion by Smith, supported by Sulfaro to approve Supervisor and Clerk to sign Professional Service Agreement with Mannik & Smith Group for the Evergreen Acres Park project in the amount of \$24,500.00, as presented.

Roll call vote: Smith yes, Sulfaro yes, Raymo yes, Merkle yes, Heck yes, Manor yes. **Motion carried.**

PUBLIC COMMENTS

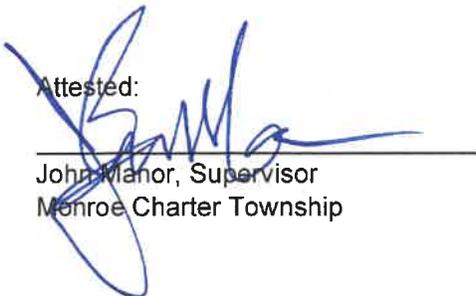
There were no public comments.

ADJOURNMENT

Motion #20. Motion by Smith, supported by Sulfaro to adjourn the meeting at 7:26 p.m.

Roll call vote: Smith yes, Sulfaro yes, Merkle yes, Heck yes, Raymo yes, Manor yes. **Motion carried.**

Attested:



John Manor, Supervisor
Monroe Charter Township



Christina Smith, Clerk
Monroe Charter Township