

**MONROE COUNTY, MICHIGAN**  
**Regular Meeting Minutes**  
**April 28, 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, April 28, 2026, from the Monroe Charter Township Hall, 4925 East Dunbar Road, Monroe County, Michigan.

**ROLL CALL**

**Present:** Supervisor Manor, Clerk Smith, Trustees Heck, Raymo and Shipman.

**Excused:** Treasurer Sulfaro, Trustee Merkle and Attorney McCormick

**Others Present:** Chief Hernandez, Blight Inspector Southworth, Representative Will Bruck and (9) nine audience members.

**INVOCATION/PLEDGE OF ALLEGIANCE**

**APPROVAL OF MINUTES (Regular Meeting Minutes of March 17, 2026, Closed Session Minutes of March 17, 2026, and Workshop Minutes of April 9, 2026).**

**Motion #1.** Motion by Shipman, supported by Heck, to approve the Regular Meeting Minutes of March 17, 2026, Closed Session Minutes of March 17, 2026, and Workshop Minutes of April 9, 2026, as presented.

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

**APPROVE PAYMENT OF BILLS/INVOICES**

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

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

**REPRESENTATIVE BRUCK REPORT**

Representative Bruck advised the Board that the 2027 recommended budget has been submitted. He also stated that there is a \$250 increase per student and additional monies were slated for the Roads. He is proposing additional help for veterans.

Clerk Smith inquired if the elections budget has been increased to accommodate the cost of new equipment required for 2027. Monroe Charter Township will need \$150,000 allocated in the budget to cover the purchase of new tabulators.

Smith also inquired on where the Marihuana excise tax is being utilized throughout the state since they receive 35% for schools and 35% for roads.

**PLANNING COMMISSION REPORT**

**Motion #3.** Motion by Smith, supported by Shipman, to accept the Planning Commission Report, as presented.

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**PLANNING COMMISSION REPORT (con't)**

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

**FIRE DEPARTMENT REPORT**

**Motion #4.** Motion by Smith, supported by Raymo, to accept and place on file the Fire Department Report for the month of March 2026, as presented.

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

**SHERIFFS OFFICE REPORT**

**Motion #5.** Motion by Heck, supported by Smith, to accept and place on file the Sheriff's Office Report for the month of March 2026, as presented.

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

**BLIGHT REPORT**

**Motion #6.** Motion by Shipman, supported by Raymo, to accept and place on file the Blight Report for the Month of March 2026, as presented.

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

**CONSENT AGENDA**

**Financial Reports:**

1. Clerk's 2026 Budget Summary Report, period ending March 31, 2026.
2. Treasurer's Monthly Statement of Bank Accounts & Investments, period ending March 31, 2026.

**General Reports:**

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

**Communications:**

1. Correspondence Charter Communications dated March 27, 2026, Re: Upcoming changes
2. Correspondence Charter Communications dated March 26, 2026, Re: Upcoming changes
3. Correspondence Charter Communications dated March 19, 2026, Re: Upcoming changes
4. Correspondence Charter Communications dated March 6, 2026, Re: Upcoming Changes

**Motion #7.** Motion by Raymo, supported by Shipman to approve the Consent Agenda, as presented.

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

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**PROCLAMATION**

Approve Proclamation #26-01, Proclaiming May as Motorcycle Awareness Month in Monroe Charter Township.

**Motion #8.** Motion by Smith, supported by Shipman to approve Proclamation #26-01, Proclaiming May as Motorcycle Awareness Month in Monroe Charter Township, as presented.

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

**REZONING**

**Waive the first reading for request of Eihab Kinaia, LaPlaisance Two LLC, vacant property located on the west side of LaPlaisance Road, south of East Dunbar Road, north of East Albain Road, Monroe, Michigan, Property I.D. #5812-020-500- 00, to rezone a portion of vacant property from C-2 (General Commercial) to R-4 (Multiple Family Residential), total area containing approximately 1.93 acres, and to be brought back to the May 19, 2026 Board Meeting for its second reading.**

**Motion #9.** Motion by Smith, supported by Shipman to waive the first reading for request of Eihab Kinaia, LaPlaisance Two LLC, vacant property located on the west side of LaPlaisance Road, south of East Dunbar Road, north of East Albain Road, Monroe, Michigan, Property I.D. #5812-020-500- 00, to rezone a portion of vacant property from C-2 (General Commercial) to R-4 (Multiple Family Residential), total area containing approximately 1.93 acres, and to be brought back to the May 19, 2026 Board Meeting for its second reading, as presented.

Roll call vote: Smith yes, Shipman yes, Raymo no, Heck yes, Manor yes. **Motion carried.**

**NEW BUSINESS**

**Accept with regret and place on the file retirement letter from Senior Fire Inspector, Captain Calvin Schmitt, effective July 31, 2026. Thank you, Calvin, for the 38 years of work and service to and for Monroe Charter Township.**

**Motion #10.** Motion by Smith, supported by Heck to accept with regret and place on file the retirement letter from Senior Fire Inspector, Captain Calvin Schmitt, effective July 31, 2026. Thank you, Calvin, for the 38 years of work and service to and for Monroe Charter Township, as presented.

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

**Approve use of Nature Center for Southpointe Homeowners Association meeting, Monday, May 18, 2026, with fees being waived.**

**Motion #11.** Motion by Heck, supported by Raymo to approve use of Nature Center for Southpointe Homeowners Association meeting, Monday, May 18, 2026, with fees being waived, as presented.

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

**Approve 2nd quarter service agreement for \$750.00 to the Monroe County Business Alliance.**

**Motion #12.** Motion by Smith, supported by heck to approve 2nd quarter service agreement for \$750.00 to the Monroe County Business Alliance, as presented.

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**NEW BUSINESS (con't)**

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

**Change Order Estimate from Geddis Paving & Excavating in the amount of \$14,400.00 for additional work being done at the Township Hall "Red Park."**

**Motion #13.** Motion by Smith, supported by Heck to approve change Order Estimate from Geddis Paving & Excavating in the amount of \$14,400.00 for additional work being done at the Township Hall "Red Park", as presented.

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

**Approve BS&A Software Invoice in the amount of \$31,240.00.**

**Motion #14.** Motion by Smith, supported by Raymo to approve BS&A Software Invoice in the amount of \$31,240.00, as presented.

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

**Approve one (1) year contract (May 22,2026 - May 21, 2027) with Kinzit Technologies at a cost of \$77,184.00 for IT support at the Township Hall Offices and the Township Fire Department. (no change)**

**Motion #15.** Motion by Smith, supported by Heck to approve one (1) year contract (May 22,2026 - May 21, 2027) with Kinzit Technologies at a cost of \$77,184.00 for IT support at the Township Hall Offices and the Township Fire Department, as presented.

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

**Approve proposed bid for concrete work to be done at Kay Park up to \$7,000.00.**

**Motion #16.** Motion by Smith, supported by Heck to approve proposed bid for concrete work to be done at Kay Park up to \$7,000.00, as presented.

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

**Approve proposed wording for Fire Department Millage 2026 and authorize it to be placed on the August 4, 2026 ballot.**

**Motion #17.** Motion by Heck, supported by Raymo to Approve proposed wording for Fire Department Millage 2026 and authorize it to be placed on the August 4, 2026 ballot, as presented.

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

**Consider switching from Promedica Toledo to Corazon Imaging for specific cardiac testing at a cost of \$150.00 per person.**

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**NEW BUSINESS (con't)**

**Motion #18.** Motion by Smith, supported by Raymo to consider switching from Promedica Toledo to Corazon Imaging for specific cardiac testing at a cost of \$150.00 per person, as presented.

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

**Consider approving the proposal from Toledo Mirror to replace the front man door at the Main Fire Station in the amount of \$10,902.00.**

**Motion #19.** Motion by Heck, supported by Smith to consider approving the proposal from Toledo Mirror to replace the front man door at the Main Fire Station in the amount of \$10,902.00, as presented.

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

**Fire Department Background Checks.**

**Motion #20.** Motion by Shipman, supported by Heck to approve Fire Department Background Checks, through Assure Hire at a cost of \$105.00 per person, as presented.

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

**Allow Fire Department to sell command box from the old battalion.**

**Motion #21.** Motion by Smith, supported by Heck to allow Fire Department to sell command box from the old battalion, as presented.

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

**Authorize the sale of the old phone system and actual phones.**

**Motion #22.** Motion by Smith, supported by Heck to authorize the sale of the old phone system and phones, as presented.

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

**Approve Treasurer Sulfaro to apply for a Business Account Membership through Gordon Foods and Costco for concession stand and any Township related needs.**

**Motion #23.** Motion by Smith, supported by Shipman to approve Treasurer Sulfaro to apply for an Executive Account Membership and line of credit through Costco and an account at Gordon Foods for concession stand and any Township related needs, as presented.

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

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**NEW BUSINESS (con't)**

**Consider Landscape Structures Proposal in the amount of \$215,762.05 with Penchura installing the equipment for Evergreen Acres Park as recommended by the Parks & Recreation Committee.**

**Motion #24.** Motion by Smith, supported by Heck to consider Landscape Structures Proposal in the amount of \$215,762.05 with Penchura installing the equipment for Evergreen Acres Park as recommended by the Parks & Recreation Committee, as presented.

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

**Hilana LLC, renewal of marihuana business adult use retailer license and marihuana business processor license (Pure Cannabis Outlet) at 15311 S. Dixie Hwy (Property I.D. #5812-010-342-10) from 6/6/26-6/6/27.**

**Motion #25.** Motion by Smith, supported by Shipman to approve Hilana LLC, renewal of marihuana business adult use retailer license and marihuana business processor license (Pure Cannabis Outlet) at 15311 S. Dixie Hwy (Property I.D. #5812-010-342-10) from 6/6/26-6/6/27, as presented.

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

**River Raisin Investments LLC, renewal of marihuana business adult use retailer license (King of Budz) at 14500 LaPlaisance Rd, D10 (Property I.D.# 5812-010- 221-00) from 5/2/26 - 5/2/27.**

**Motion #26.** Motion by Smith, supported by Shipman to approve River Raisin Investments LLC, renewal of marihuana business adult use retailer license (King of Budz) at 14500 LaPlaisance Rd, D10 (Property I.D.# 5812-010- 221-00) from 5/2/26 - 5/2/27, as presented.

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

**Monroe Dodge Superstore (1<sup>st</sup> special event for 2026), 15160 S. Dixie Hwy (Property I.D. #5812-010-317-01) on 5/26/26 from 4:26 p.m. to 7:26 p.m.**

**Motion #27.** Motion Smith, supported by Heck to approve the Monroe Dodge Superstore (1<sup>st</sup> special event for 2026), 15160 S. Dixie Hwy (Property I.D. #5812-010-317-01) on 5/26/26 from 4:26 p.m. to 7:26 p.m., as presented.

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

**Approve the Supervisor and Clerk to sign a contract with MDOT for 7th Street improvements.**

**Motion #28.** Motion by Smith, supported by Shipman to approve the Supervisor and Clerk to sign a contract with MDOT for 7th Street improvements, as presented.

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

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**NEW BUSINESS (con't)**

**Authorize payment to Mannik Smith Group in the amount of \$9,200.00 for environmental site assessment of purchased property and survey/boundary split.**

**Motion #29.** Motion by Smith, supported by Heck to authorize payment to Mannik Smith Group in the amount of \$9,200.00 for environmental site assessment of purchased property and survey/boundary split, as presented.

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

**Approve 5-new probationary firefighters to start the probational period beginning May 1st: Michael Brown, Kyle Espada, Benjamin Ferguson, Jacob Ingram, Jacob Lingar.**

**Motion #30.** Motion by Raymo, supported by Heck to approve 5-new probationary firefighters to start the probational period beginning May 1st: Michael Brown, Kyle Espada, Benjamin Ferguson, Jacob Ingram, Jacob Lingar, as presented.

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

**PUBLIC COMMENT**

**Public comment began at 8:13 p.m. and ended at 8:23 p.m.**

There were two public comments regarding road projects on South Dixie Highway and Telegraph Road. And on Albain Road between South Dixie Highway and Telegraph Road.

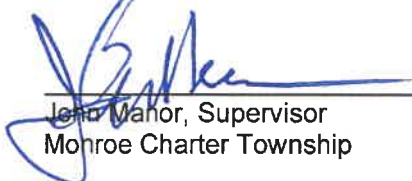
There was also mention of the Loop Trail Project.

**ADJOURNMENT**

**Motion #31.** Motion by Smith, supported by Heck, to adjourn the meeting at 8:23 p.m.

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

Attested:

  
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Jeff Manor, Supervisor  
Monroe Charter Township

  
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Christina Smith, Clerk  
Monroe Charter Township