

**MONROE CHARTER TOWNSHIP
MONROE COUNTY, MICHIGAN
Regular Meeting Minutes
August 18, 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, August 18, 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, Raymo and Shipman.

Excused: Attorney McCormick

Others Present: Chief Hernandez, Blight Officer Lee Southworth, Captain Raymond and eight (8) audience members.

INVOCATION/PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES (Regular Meeting Minutes of July 21, 2026, and Closed Meeting Session of July 21, 2026).

Motion #1. Motion by Raymo, supported by Sulfaro to approve the Regular Meeting Minutes of July 21, 2026, and Closed Meeting Minutes of July 21, 2026. As presented.

Roll call vote: Raymo yes, Sulfaro yes, Shipman yes, Heck yes, Merkle yes, Smith yes, Manor yes.

Motion carried.

APPROVE PAYMENT OF BILLS/INVOICES

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

Roll call vote: Sulfaro yes, Heck yes, Shipman yes, Raymo yes, Smith yes, Merkle yes, Manor yes.

Motion carried.

PLANNING COMMISSION REPORT

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

Roll call vote: Smith yes, Shipman yes, Merkle yes, Sulfaro yes, Heck yes, Raymo yes, Manor yes.

Motion carried.

FIRE DEPARTMENT REPORT

Motion #4. Motion by Heck, supported by Merkle to accept and place on file the Fire Department Report for the month of July 2026, as presented.

Roll call vote: Heck yes, Merkle yes, Smith yes, Raymo yes, Shipman yes, Sulfaro yes, Manor yes.

Motion carried.

MONROE CHARTER TOWNSHIP

REGULAR MEETING

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SHERIFFS OFFICE REPORT

Motion #5. Motion by Raymo, supported by Shipman to accept and place on file the Sheriff's Office Report for the month of July 2026, as presented.

Roll call vote: Raymo yes, Shipman yes, Heck yes, Merkle yes, Sulfaro yes, Smith yes, Manor yes.

Motion carried.

BLIGHT REPORT

Motion #6. Motion by Smith, supported by Sulfaro, to accept and place on file the blight report, as presented.

Roll call vote: Smith yes, Sulfaro yes, Shipman yes, Heck yes, Merkle yes, Raymo yes, Manor yes.

Motion carried.

CONSENT AGENDA

Financial Reports:

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

General Reports:

- 1. Supervisor.**
- 2. Building Official.**
- 3. Zoning Enforcement Officer.**
- 4. Parks & Recreation Committee.**

Communications:

- 1. Correspondence from DIRECTV dated July 29, 2026, Re: Annual Video Report.**

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

Roll call vote: Raymo yes, Heck yes, Merkle yes, Sulfaro yes, Smith yes, Shipman yes, Manor yes.

Motion carried.

NEW BUSINESS

Authorize the Supervisor and Clerk to sign the 2026 Tax Rate Request Form L- 4029 to include the fire millage that was approved at the August 4, 2026, Primary Election.

Motion #8. Motion by Smith, supported by Heck to authorize the Supervisor and Clerk to sign the 2026 Tax Rate Request Form L- 4029 to include the fire millage that was approved at the August 4, 2026, Primary Election, as presented.

Roll call vote: Smith yes, Heck yes, Sulfaro yes, Raymo yes, Shipman yes, Merkle yes, Manor yes.

Motion carried.

MONROE CHARTER TOWNSHIP

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NEW BUSINESS (con't)

Approve payment in the amount of \$6,132.47 to Castleberry & Lucas Attorneys at Law for services rendered.

Motion #9. Motion by Smith, supported by Raymo to approve payment in the amount of \$6,132.47 to Castleberry & Lucas Attorneys at Law for services rendered, as presented.

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

Approve Boy Scouts of America to be chartered with the Monroe Charter Township Fire Department.

Motion #10. Motion by Raymo, supported by Heck to approve Boy Scouts of America to be chartered with the Monroe Charter Township Fire Department, a presented.

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

Consider increasing the Clerk's ability to spend up to \$10,000.00 for vehicle repairs and/or vehicle damage. With secondary approval from the Supervisor or Treasurer.

Motion #11. Motion by Raymo, supported by Merkle to consider increasing the Clerk's ability to spend up to \$10,000.00 for vehicle repairs and/or vehicle damage. With secondary approval from the Supervisor or Treasurer.

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

Consider approving McKenna to move forward with updating the Master Plan at an estimated cost of \$34,500.00.

Motion #12. Motion by Smith, supported by Merkle to consider approving McKenna to move forward with updating the Master Plan at an estimated cost of \$34,500.00, as presented.

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

Approve request from Aidan Hutchison for a leave of absence from the Fire Department duties for one (1) year effective August 1, 2026.

Motion #13. Motion by Raymo, supported by Merkle to approve request from Aidan Hutchison for a leave of absence from the Fire Department duties for one (1) year effective August 1, 2026, as presented.

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

MONROE CHARTER TOWNSHIP

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NEW BUSINESS (con't)

Accept resignation of Nickolas Ottinger effective immediately.

Motion #14. Motion by Merkle, supported by Smith to accept resignation of Nickolas Ottinger effective immediately, as presented.

Roll call vote: Merkle yes, Smith yes, Heck yes, Raymo yes, Shipman yes, Sulfaro yes, Manor yes.

Motion carried.

PUBLIC COMMENTS

There were no public comments.

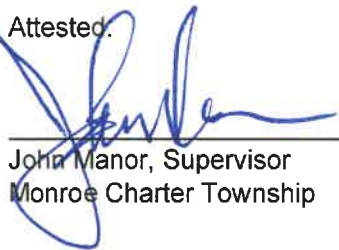
ADJOURNMENT

Motion #15. Motion by Smith, supported by Heck to adjourn the meeting at 7:16 p.m.

Roll call vote: Smith yes, Heck yes, Sulfaro yes, Raymo yes, Shipman yes, Merkle yes, Manor yes.

Motion carried.

Attested:

A handwritten signature in blue ink, appearing to read "John Manor", is written over a horizontal line.

John Manor, Supervisor
Monroe Charter Township

A handwritten signature in blue ink, appearing to read "Christina Smith", is written over a horizontal line.

Christina Smith, Clerk
Monroe Charter Township