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

CALL TO ORDER

A meeting of the Monroe Charter Township was called to order by Supervisor John Manor at 7:00 p.m. on Tuesday, October 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 Shipman, Heck, Merkle and Raymo.

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

INVOCATION/PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES (Regular Meeting Minutes of September 15, 2026, Special Meeting Minutes of September 18, 2026, Workshop Minutes of September 29, 2026, and Workshop Minutes of October 1, 2026)

Motion #1. Motion by Shipman, supported by Merkle to approve the Regular Meeting Minutes of September 15, 2026, Special Meeting Minutes of September 18, 2026, Workshop Minutes of September 29, 2026, and Workshop Minutes of October 1, 2026, as presented.

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

ZONING BOARD OF APPEALS REPORT

Motion #3. Motion by Shipman, supported by Merkle to accept the Zoning Board of Appeals Report, as presented.

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

FIRE DEPARTMENT REPORT

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

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

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 September 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 Merkle, supported by Heck to accept and place on file the Blight Report, as presented.

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

CONSENT AGENDA

Financial Reports: 1. Clerk's 2026 Revenue & Expense Report, period ending September 30, 2026. 2. Treasurer's Monthly Statement of Bank Accounts & Investments, period ending September 30, 2026.

General Reports:

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

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

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

RESOLUTIONS

Adopt Resolution #26-08, 2027 Medical Insurance-Blue Cross/Blue Shield.

Motion #8. Motion by Smith, supported by Raymo to adopt Resolution #26-08, Medical Insurance-Blue Cross/Blue Shield, as presented.

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

Adopt Resolution #26-09, 2026 General Fund Budget Amendment #2; Adopt Resolution # 26-10, 2026 Special Revenue Fund Budget Amendment #2; Adopt Resolution #26-11, 2026 Capital Projects Fund Budget Amendment #2; Adopt Resolution #26-12, 2026 Debt Service Budget Amendment #2.

Motion #9. Motion by Smith, supported by Sulfaro to adopt Resolution #26-09, 2026 General Fund Budget Amendment #2; Adopt Resolution # 26-10, 2026 Special Revenue Fund Budget Amendment #2;

RESOLUTIONS (con't)

Adopt Resolution #26-11, 2026 Capital Projects Fund Budget Amendment #2; Adopt Resolution #26-12, 2026 Debt Service Budget Amendment #2, as presented.

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

Adopt Resolution #26-13, Establish acceptance of payment by financial transaction device.

Motion #10. Motion by Merkle, supported by Smith to adopt Resolution #26-13, Establish acceptance of payment by financial transaction device, as presented.

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

NEW BUSINESS

Approve Trick or Treat for Saturday, October 31, 2026, from 6:00 p.m. to 8:00 p.m.

Motion #11. Motion by Heck, supported by Smith to approve Trick or Treat for Saturday, October 31, 2026, from 6:00 p.m. to 8:00 p.m., as presented.

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

Approve use of Nature Center for Orchard Meadows Condo Association meeting, Thursday, October 29, 2026, with fees waived.

Motion #12. Motion by Raymo, supported by Shipman to approve use of Nature Center for Orchard Meadows Condo Association meeting, Thursday, October 29, 2026, with fees waived, as presented.

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

Approve use of Nature Center for South Monroe Townsite Association meeting, Thursday, November 12, 2026, with fees waived.

Motion #13. Motion by Raymo, supported by Heck to approve use of Nature Center for South Monroe Townsite Association meeting, Thursday, November 12, 2026, with fees waived, as presented.

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

Consider increasing 2026 mileage reimbursement to .76/mile effective 10/21/2026 mileage rates.

Motion #14. Motion by Smith, supported by Heck to consider increasing 2026 mileage reimbursement to .76/mile effective 10/21/2026 mileage rates, as presented.

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

NEW BUSINESS (con't)

Consider approving the Clerk to attend Michigan Association of Municipal Clerks Institute March 7th -12th , 2027, to include meals, lodging, and transportation.

Motion #15. Motion by Smith, supported by Sulfaro to consider approving the Clerk to attend Michigan Association of Municipal Clerks Institute March 7th -12th , 2027, to include meals, lodging, and transportation, as presented.

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

Approve Blue Cross/Blue Shield of Michigan Health Insurance Plan renewal, effective 12/01/2026-11/30/2027.

Motion #16. Motion by Sulfaro, supported by Smith to approve Blue Cross/Blue Shield of Michigan Health Insurance Plan renewal, effective 12/01/2026-11/30/2027, as presented.

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

Approve Delta Dental Plan of Michigan Renewal, effective 12/01/2026-12/01/2027.

Motion #17. Motion by Raymo, supported by Shipman to approve Delta Dental Plan of Michigan Renewal, effective 12/01/2026 -12/01/2027, as presented.

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

Approve VSP Vision Care Renewal, effective 01/01/2027 - 12/31/2027.

Motion #18. Motion by Heck, supported by Sulfaro to approve VSP Vision Care Renewal, effective 01/01/2027 - 12/31/2027, as presented.

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

Consider purchasing LTI 20-20 Truspeed LR from Laser Tech in the amount of $2,495.00 for contract Deputy use.

Motion #19. Motion by Smith, supported by Sulfaro to Consider purchasing LTI 20-20 Truspeed LR from Laser Tech in the amount of $2,495.00 for contract Deputy use, as presented.

Roll call vote: Sulfaro no, Smith yes, Heck yes, Raymo no, Shipman no, Merkle no, Manor yes. **Motion denied.**

Approve payment to Monroe County Road Commission in the amount of $30,355.96 for patch/single chip seal for Hull Road between Albain & Mortar Creek. (originally approved in the amount of $25,144.00 on 2/17/26)

Motion #20. Motion by Smith, supported by Sulfaro to approve payment to Monroe County Road Commission in the amount of $30,355.96 for patch/single chip seal for Hull Road between Albain & Mortar Creek, as presented.

NEW BUSINESS (con't)

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

Approve all Ball Diamond fence repairs in the amount of $9,000.00 from Lake Erie Fence Company.

Motion #21. Motion by Smith, supported by Sulfaro to approve all Ball Diamond fence repairs in the amount of $9,000.00 from Lake Erie Fence Company, as presented.

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

Approve Fire Chief Hernandez to attend the Fire Instructors conference in Traverse City, October 29th -31st , 2026, to include meals, lodging, and transportation.

Motion #22. Motion by Sulfaro, supported by Heck to approve Fire Chief Hernandez to attend the Fire Instructors conference in Traverse City, October 29th -31st , 2026, to include meals, lodging, and transportation, as presented.

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

Approve hiring Fire Fighter Jacob Ingham for additional help on the fire hydrant maintenance.

Motion #23. Motion by Sulfaro, supported by Heck to approve hiring Fire Fighter Jacob Ingham for additional help on the fire hydrant maintenance, as presented.

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

Accept letter of resignation from Firefighter Aidan Hutchison, effective immediately.

Motion #24. Motion by Smith, supported by Raymo to Accept letter of resignation from Firefighter Aidan Hutchison, effective immediately, as presented.

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

Consider tree removal bids (on walking trails): Timber Pro's in the amount of $7,150 and/or All Year Tree Service in the amount of $9,500.

Motion #25. Motion by Smith, supported by Merkle to approve the bid from All Year Tree Service in the amount of $9,500.00, as presented.

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

Approve request from Assessor, Cathy Cousineau, for a 12-month subscription to CREXI Property Data Platform at an annual cost of $5,500.00.

NEW BUSINESS (con't)

Motion #26. Motion by Sulfaro, supported by Raymo to approve request from Assessor, Cathy Cousineau, for a 12-month subscription to CREXI Property Data Platform at an annual cost of $5,500.00, as presented.

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

Authorize the Supervisor and Clerk to sign a payment processing contract with BS & A to allow the Treasurer's Office to accept credit card and ACH payments.

Motion #27. Motion by Smith, supported by Shipman to authorize the Supervisor and Clerk to sign a payment processing contract with BS & A to allow the Treasurer's Office to accept credit card and ACH payments, as presented.

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

Consider additional roadside mowing to include primary roads front and back during 2nd mowing in the amounts of $4,875 in 2027, $5,125 in 2028 and $5325 in 2029.

Motion #28. Motion by Sulfaro, supported by Shipman to consider additional roadside mowing to include primary roads front and back during 2nd mowing in the amounts of $4,875 in 2027, $5,125 in 2028 and $5325 in 2029, as presented.

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

UM1 LLC, renewal of marihuana adult use retailer license (Exclusive Cookies) at 14750 LaPlaisance Rd, H260, (Property I.D. #5812-010-228-10) from 11/3/26 - 11/3/27.

Motion #29. Motion by Raymo, supported by Smith to approve UM1 LLC, renewal of marihuana adult use retailer license (Exclusive Cookies) at 14750 LaPlaisance Rd, H260, (Property I.D. #5812-010-228-10) from 11/3/26 - 11/3/27, as presented.

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

Monroe Cultivation LLC, renewal of marihuana grower license at 15600 S. Telegraph Rd, (Property I.D. #5812-020-022-61) from 11/3/26 - 11/3/27.

Motion #30. Motion by Smith, supported by Sulfaro to approve Monroe Cultivation LLC, renewal of marihuana grower license at 15600 S. Telegraph Rd, (Property I.D. #5812-020-022-61) from 11/3/26 - 11/3/27, as presented.

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

Fire Farm LLC, renewal of marihuana adult use retailer license (Crave) at 1100 S. Monroe St., (Property I.D. #5812-020-216-00) from 10/13/26 - 10/13/27.

NEW BUSINESS (con't)

Motion #31. Motion by Sulfaro, supported by Raymo to approve Fire Farm LLC, renewal of marihuana adult use retailer license (Crave) at 1100 S. Monroe St., (Property I.D. #5812-020-216-00) from 10/13/26 – 11/17/2026 to allow for taxes to be paid, as presented.

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

NU Group LLC, renewal of marihuana grower license at 14500 LaPlaisance Rd, A20-A40 (Property I.D. #5812-010-221-00) from 10/5/26 – 10/5/27.

Motion #32. Motion by Smith, supported by Sulfaro to approve NU Group LLC, renewal of marihuana grower license at 14500 LaPlaisance Rd, A20-A40 (Property I.D. #5812-010-221-00) from 10/5/26 – 10/5/27, as presented.

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

Dacut (7th & 8th special events for 2026), 14921 LaPlaisance Rd., (Property I.D. # 5812-020-500-01) on October 31st and November 27th from 9 a.m to 8 p.m.

Motion #33. Motion by Smith, supported by Sulfaro to approve Dacut (7th & 8th special events for 2026), 14921 LaPlaisance Rd., (Property I.D. # 5812-020-500-01) on October 31st and November 27th from 9 a.m to 8 p.m., as presented.

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

Happy Daze (6th, 7th and 8th special events for 2026), 14498 LaPlaisance Rd, (Property I.D. #5812-010-221-20) on October 31st, November 25th and November 27th from 9 a.m. to 8 p.m.

Motion #34. Motion by Smith, supported by Heck to approve Happy Daze (6th, 7th and 8th special events for 2026), 14498 LaPlaisance Rd, (Property I.D. #5812-010-221-20) on October 31st, November 25th and November 27th from 9 a.m. to 8 p.m., as presented.

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

Backpack Boyz (1st special event for 2026), 14501 LaPlaisance Rd, (Property I.D.#5812- 010-216-20) on October 30th from 9 a.m. to 8 p.m.

Motion #35. Motion by Smith, supported by Shipman to approve Backpack Boyz (1st special event for 2026), 14501 LaPlaisance Rd, (Property I.D.#5812- 010-216-20) on October 30th from 9 a.m. to 8 p.m., as presented.

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

King of Budz (2nd, 3rd, and 4th special events for 2026), 14500 LaPlaisance Rd, D10, (Property I.D. #5812-010-221-00) on November 6th, November 7th, and November 8th from 9 a.m. to 8 p.m.

NEW BUSINESS (con't)

Motion #36. Motion by Smith, supported by Raymo to approve King of Budz (2nd, 3rd, and 4th special events for 2026), 14500 LaPlaisance Rd, D10, (Property I.D. #5812-010-221-00) on November 6th, November 7th, and November 8th from 9 a.m. to 8 p.m., as presented.

Approve use of Nature Center for Southpointe Homeowner's Association meeting, Monday, November 9, 2026, with fees being waived.

Motion #37. Motion by Raymo, supported by Sulfaro to Approve use of Nature Center for Southpointe Homeowner's Association meeting, Monday, November 9, 2026, with fees being waived, as presented.

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

PUBLIC COMMENT

There were no public comments.

ADJOURNMENT

Motion #38. Motion by Smith, supported by Heck to adjourn the meeting at 7:42 p.m., as presented.

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

Christina Smith, Clerk
Monroe Charter Township

Attested:

John Manor, Supervisor
Monroe Charter Township