

**MONROE CHARTER TOWNSHIP
MONROE COUNTY, MICHIGAN
Regular Meeting Agenda
December 19, 2023
7:00 p.m.**

- I. **CALL TO ORDER**
- II. **ROLL CALL**
- III. **INVOCATION/PLEDGE OF ALLEGIANCE**
- IV. **APPROVAL OF MINUTES (Regular Meeting Minutes of November 21, 2023 and Public Hearing/Special Meeting Minutes of November 28, 2023).**
- V. **APPROVE PAYMENT OF BILLS/INVOICES**
- VI. **ZONING BOARD OF APPEALS REPORT**
- VII. **PLANNING COMMISSION REPORT**
- VIII. **FIRE DEPARTMENT REPORT**
- VIX. **SHERIFF DEPARTMENT REPORT**
- X. **CONSENT AGENDA**
 - A. **Financial Reports:**
 - 1. Clerk's 2023 Budget Summary Report, period ending November 30, 2023.
 - 2. Treasurer's Monthly Statement of Bank Accounts & Investments, period ending November 30, 2023.
 - B. **General Reports:**
 - 1. Supervisor.
 - 2. Building Official.
 - 3. Blight Report.
 - 4. Zoning Enforcement Officer.
 - C. **Communications:**
 - 1. Correspondence Comcast Communications dated November 16, 2023,
Re: Price changes
 - 2. Correspondence Comcast Communications dated December 5, 2023,
Re: Programming Advisory
 - 3. Correspondence from Charter Communications dated November 21, 2023,
Re: Upcoming Changes
 - 4. Correspondence from Charter Communications dated November 30, 2023,
Re: Upcoming Changes
- XI. **CLOSED SESSION**
 - A. Move that the Board of Trustees convene in closed session under section 8(1)(h) of the Open Meetings Act, to consider material exempt from disclosure by state statute, section 13(1)(g) of the Freedom of Information Act, being a letter from its attorney dated December 13, 2023, for the reason that the letter is exempt from disclosure under State law due to the attorney-client privilege.

XII. RECONVENE OPEN SESSION

XIII. ORDINANCE

- A. Waive first reading to amend Zoning Ordinance 52-2010 to include text amendments to Article 11, Signs, to further regulate temporary signs, temporary outdoor special event signs, single-tenant pole signs, multi-tenant pole signs, multi-tenant ground monument signs and nonconforming signs, and to have published in the Monroe News and brought back the January 16, 2024, Regular Meeting of the Monroe Charter Township Board.

XIV. NEW BUSINESS

- A. Authorize Supervisor and Clerk to sign 2024 Monroe Charter Township Firefighters Agreement.
- B. Approve request of Robert Origel for a one year leave of absence beginning January 1, 2024-January 1, 2025, as recommended by Chief Cherney.
- C. Approve Nick Ottinger as Fire Fighter.
- D. Approve hiring of Steve Peterson as interim Plumbing Inspector to fill in as needed for Plumbing Inspector Butch Weiss, effective December 7, 2023, as recommended by Community Development Director/Zoning Officer.
- E. Approve hiring of Donald Olszewski as interim Mechanical Inspector to fill in as needed for Mechanical Inspector Butch Weiss, effective December 7, 2023, as recommended by Community Development Director/Zoning Officer.
- F. Approve payment to West Shore Services, Inc., in the amount of \$24,564.75 for Warning Siren Head replacement at 2900 W. Albain Road.
- G. Authorize payment of 2023 Annual membership dues to SEMCOG in the amount of \$1,805.00.
- H. Authorize payment of 2023-2024 Annual package renewal to David Chapman Insurance & Bond Agency in the amount of \$73,211.00.
- I. Approve 2024 Appointments, as recommended by Supervisor (new appointments are highlighted).
- J. Approve use of Nature Center for "Native Plant Sale", sponsored by Monroe Conservation District on Thursday, June 13th, 2024, from 4:00 p.m. – 7:00 p.m., (setup 1:00 p.m. – 4:00 p.m.) with fees being waived.
- K. Approve request of Michigan Department of Health and Human Services to host the Michigan Chemical Exposure Monitoring lab on February 7-9, 2024 in the Township Parking Lot.

XIV. NEW BUSINESS (cont.)

- L. Approve addendum to Employee Personnel Policy as stated: On even election years only where 9 days of early voting is required Clerk's staff may carry up to 5 vacation days to the following year and must be used within the first 3 months of the year or they can opt to be paid out on the unused days. Must be decided no later the December 15th of that year. On instances where they must work a paid Holiday due the 9 days early voting Clerk's staff may be paid additionally or take the paid holiday within 30 days following the election. **(Personnel Policy changes for the Clerk's Office only)**
- M. Approve payment to the State of Michigan MiDeal in the amount of \$230.00.

XV. ANNOUNCEMENTS

Friday, December 22, 2023	Observe Christmas Eve- Offices Closed
<i>December 26, 2023-January 14, 2024</i>	<i>Christmas Tree Recycling Program</i>
Monday, December 25, 2023	Observe Christmas Day- Offices Closed
Friday, December 29, 2023	Observe New Year's Eve- Offices Closed
Monday, January 1, 2024	Observe New Year's Day- Offices Closed
Monday, January 8, 2024 7:00 p.m.	Regular Planning Commission Meeting
Monday, January 15, 2024	Martin Luther King Jr. Day Offices Closed
Tuesday, January 16, 2024 7:00 p.m.	Regular Township Board Meeting

XVI. PUBLIC COMMENTS

XVII. ADJOURNMENT

FYI - State Exempts Utility

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ADDENDUM

- I. **Consider accepting a \$100,000 personal guarantee, with \$5,000.00 to be held in escrow from Michigan Pure Green (Dispo).**

- II. **Request authorization to order potential appraisals for Monroe Dixie LLC, properties involved are 15237 South Dixie Highway (Lino's Car Wash) and 15311 South Dixie Highway (Pure Cannabis Outlet) not to exceed \$5,000.00 as requested by Assessor Cathy Cousineau.**