

**MONROE CHARTER TOWNSHIP  
MONROE COUNTY, MICHIGAN  
Regular Meeting Minutes  
January 21, 2020  
7:00 p.m.**

**CALL TO ORDER**

A meeting of the Monroe Charter Township was called to order by Supervisor Alan Barron at 7:00 p.m. on Tuesday, January 21, 2020, in the Monroe Charter Township Hall, 4925 East Dunbar Road, Monroe County, Michigan.

**ROLL CALL**

**Present:** Supervisor Barron, Clerk Smith, Trustees Blank, Heck, Manor and Pancone.

**Excused:** Treasurer Barton

**Others Present:** Chief Cherney, Attorney McCormick and (6) six people in the audience.

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF MINUTES (Regular Meeting Minutes of December 17, 2019).**

**Motion #1.** Motion by Manor, supported by Blank to approve Regular Meeting Minutes of December 17, 2019, as presented

Roll call vote: Manor yes, Blank yes, Heck yes, Pancone yes, Smith yes, Barron yes. **Motion carried.**

**APPROVE PAYMENT OF BILLS/INVOICES**

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

Roll call vote: Heck yes, Pancone yes, Blank yes, Manor yes, Smith yes, Barron yes. **Motion carried.**

**FIRE DEPARTMENT REPORT**

Chief Cherney updated the Board on the fire runs for the month of December 2019.

**Motion #3.** Motion by Blank, supported by Pancone to accept and place on file the December 2019 Fire Department Report, as presented by Chief Cherney.

Roll call vote: Blank yes, Pancone yes, Heck yes, Manor yes, Smith yes, Barron yes. **Motion carried.**

**SHERIFF DEPARTMENT REPORT**

Deputy Michael Swiercz updated the Board on police activity for the month of December 2019.

**Motion #4.** Motion by Manor, supported by Blank to accept and place on file the Sheriff Department Report, as presented by Deputy Swiercz.

**MONROE CHARTER TOWNSHIP**

**REGULAR MEETING**

## MINUTES

January 21, 2020

### SHERIFF DEPARTMENT REPORT (Con't)

Roll call vote: Manor yes, Blank yes, Pancone yes, Heck yes, Smith yes, Barron yes. **Motion carried.**

### PLANNING COMMISSION REPORT

Trustee Manor updated the Board on the Planning Commission Meeting for the month of December 2019.

**Motion #5.** Motion by Heck, supported by Pancone to accept and place on file the Planning Commission Report for the month of December 2019, as presented by Trustee Manor.

Roll call vote: Heck yes, Pancone yes, Blank yes, Manor yes, Smith yes, Barron yes. **Motion carried.**

### ZONING BOARD OF APPEALS REPORT

Trustee Heck updated the Board on the cancellation of the Zoning Board of Appeals Meeting for the month of December 2019.

**Motion #6.** Motion by Heck, supported by Manor to accept and place on file the Zoning Board of Appeals Report, as presented by Trustee Heck.

Roll call vote: Heck yes, Manor yes, Blank yes, Pancone yes, Smith yes, Barron yes. **Motion carried.**

### CONSENT AGENDA

**Financial Reports:** Treasurer's Monthly Statement of Bank Accounts & Investments, period ending December 31, 2019.

**General Reports:** Supervisor, Building official, Blight Report, Fire Chief.

**Communications:** Charter Letter dated 01-09-2020; Ref: Network changes. Comcast Letter dated 01-09-2020; Ref: Upcoming changes.

**Motion #7.** Motion by Barron, supported by Smith to accept the Consent Agenda and place on file, as presented.

**Motion carried.**

### ORDINANCE

**First reading of proposed zoning ordinance # 20-01 change of parcel #5812-020-261-00, a portion of vacant property located on the South side of East Dunbar Road, from C-2 (General Commercial) to L-I (Light Industrial), as recommended by MCT Planning Commission.**

**Motion #8.** Motion by Manor, supported by Heck to waive the first reading, publish and place proposed zoning ordinance # 20-01 on the February 18, 2020 Regular Board Meeting Agenda for adoption consideration, as presented.

Roll call vote: Manor yes, Heck yes, Pancone yes, Blank yes, Smith yes, Barron yes. **Motion carried.**

## RESOLUTIONS

**Adopt Resolution # 20-01, Resolution to set poverty guidelines to be used by Township Board of Review and to repeal Resolution #19-01, dated January 15, 2019.**

**Motion #9.** Motion by Manor, supported by Pancone to adopt Resolution # 20-01 to set poverty guidelines to be used by Township Board of Review and to repeal Resolution # 19-01, dated January 15, 2019, as presented.

Roll call vote: Manor yes, Pancone yes, Heck yes, Blank yes, Smith yes, Barron yes. **Motion carried.**

## NEW BUSINESS

**Approve payment to Monroe County Business Development Corporation for 1<sup>st</sup> quarter fees for \$750.00**

**Motion #10.** Motion by Manor, supported by Blank to authorize the payment to Monroe County Business Development Corporation for 1<sup>st</sup> quarter fees of \$750.00.

Roll call vote: Manor yes, Blank yes, Pancone yes, Heck yes, Smith yes, Barron yes. **Motion carried.**

**Approve request of Monroe Missionary Baptist Church, Viasat and Selective Site Consultants to refund the \$375.00 Zoning Board of Appeals fee, as recommended by the Zoning Enforcement Officer, Kim Fortner.**

**Motion #11.** Motion by Blank, supported by Manor to approve request of Monroe Missionary Baptist Church, Viasat and Selective Site Consultants to refund the \$375.00 Zoning Board of Appeals fee, as recommended by Zoning Enforcement Officer, Kim Fortner, as presented.

Roll call vote: Blank yes, Manor yes, Heck yes, Pancone yes, Smith yes, Barron yes, **Motion carried.**

**Approve adding Clerk Christina Smith's name on Commercial Checking and Trust and Agency Accounts effective January 27, 2020.**

**Motion #12.** Motion by Heck, supported by Pancone to approve adding Clerk Christina Smith's Name on Commercial Checking and Trust and Agency Accounts effective January 27, 2020, as presented.

Roll call vote: Heck yes, Pancone yes, Manor yes, Blank yes, Smith yes, Barron yes. **Motion carried.**

**Approve adding Clerk Christina Smith's name on First Merchants Credit Card with a \$5,000.00 limit.**

**Motion #13.** Motion by Manor, supported by Pancone to approve adding Clerk Christina Smith's name on First Merchants Credit Card with a \$5,000.00 limit, as presented.

Roll call vote: Manor yes, Pancone yes, Heck yes, Blank yes, Smith yes, Barron yes. **Motion carried.**

**Authorize Township Officials to attend the 2020 Annual Michigan Township Association Annual Educational Conference in Grand Traverse, MI, April 27-30.**

**MONROE CHARTER TOWNSHIP  
MINUTES**

**REGULAR MEETING  
January 21, 2020**

**NEW BUSINESS (Con't)**

**Motion #14.** Motion by Heck, supported by Pancone to authorize Township Officials to attend the 2020 Annual Michigan Township Association Annual Educational Conference in Grand Traverse, MI, April 27-30, as presented.

Roll call vote: Heck yes, Pancone yes, Manor yes, Blank yes, Smith yes, Barron yes. **Motion carried.**

**Accept resignation of Leslie Hill from the Monroe Charter Township Board of Review, effective immediately.**

**Motion #15.** Motion by Heck, supported by Pancone to accept resignation of Leslie Hill from the Monroe Charter Township Board of Review, effective immediately, as presented.

Roll call vote: Heck yes, Pancone yes, Manor yes, Blank yes, Smith yes, Barron yes. **Motion carried.**

**Approve 2020 Roadside mowing contract with Monroe County Road Commission for a total of \$9,600.00.**

**Motion #16.** Motion by Manor, supported by Heck to approve 2020 Roadside mowing contract with Monroe County Road Commission for a total of \$9,600.00, as presented.

Roll call vote: Manor yes, Heck yes, Pancone yes, Blank yes, Smith yes, Barron yes. **Motion carried.**

**Approve re-hiring Annette Peters in the Assessing Department effective January 27, 2020 (she resigned on 11/27/2019), as recommended by the Assessor and Executive Committee, beginning at the pay rate when she resigned and no accrued seniority.**

**Motion #17.** Motion by Heck, supported by Manor to approve re-hiring Annette Peters in the Assessing Department effective January 27, 2020 (she resigned on 11/27/2019), as recommended by the Assessor and Executive Committee, beginning at the pay rate when she resigned and no accrued seniority, as presented.

Roll call vote: Heck yes, Manor yes, Pancone yes, Blank yes, Smith yes, Barron yes. **Motion carried.**

**Approve payment to Allen Chevrolet for \$9,512.95 for fire truck repairs.**

**Motion #18.** Motion by Heck, supported by Pancone to approve payment to Allen Chevrolet for \$9,512.95 for fire truck repairs, as presented.

Roll call vote: Heck yes, Pancone yes, Manor yes, Blank yes, Smith yes, Barron yes. **Motion carried.**

## **APPOINTMENTS**

**Approve appointment of Clerk Christina Smith to; Census Committee; Election Commission; Sewer and Water Committee, as recommended by the Supervisor.**

**Motion #19.** Motion by Heck, supported by Blank to approve appointment of Clerk Christina Smith to; Census Committee; Election Commission; Sewer and Water Committee, as recommended by the Supervisor, as presented.

Roll call vote: Heck yes, Blank yes, Manor yes, Pancone yes, Smith yes, Barron yes. **Motion carried.**

**MONROE CHARTER TOWNSHIP  
MINUTES**

**REGULAR MEETING  
January 21, 2020**

## **APPOINTMENTS (Con't)**

**Appoint Adam McLaughlin to the Monroe Charter Township Board of Review, to fill term of Leslie Hill, expiring 01-01-2021.**

**Motion #20.** Motion by Manor, supported by Pancone to appoint Adam McLaughlin to the Monroe Charter Township Board of Review, to fill term of Leslie Hill, expiring 01-01-2021, as presented.

Roll call vote: Manor yes, Pancone yes, Heck yes, Blank yes, Smith yes, Barron yes. **Motion carried.**

**ANNOUNCEMENTS**

**Wednesday, February 12, 2020**  
7:00 p.m.

**Zoning Board of Appeals**  
**Regular Meeting**

**Monday, February 17, 2020**

**Presidents Day**  
**Closed**

**Tuesday, February 18, 2020**  
7:00 p.m.

**Regular Board Meeting**

**PUBLIC COMMENTS**

Public comments started at 7:30 p.m., there were two public comments. Joshua Gray, 1955 Lotus Drive, Erie, Michigan 48133 from Lake Erie Labs introduced himself and his future intentions for a medicinal marijuana dispensary. Darrick Whitaker, 4990 Southpointe Pkwy, Monroe, Michigan 48161, stated that a Township street light was out on the western side of Rutherford Blvd entrance into Southpointe Subdivision. Public Comments ended at 7:33 p.m.

**ADJOURNMENT**

**Motion #21.** Motion by Heck, supported by Manor to adjourn meeting at 7:33 p.m.

Roll call vote: Heck yes, Manor yes, Blank yes, Pancone yes, Smith yes. Barron yes.

---

Christina Smith, Clerk

Monroe Charter Township

Attested:

---

Alan Barron, Supervisor

Monroe Charter Township