

**MONROE CHARTER TOWNSHIP  
MONROE COUNTY, MICHIGAN  
Regular Meeting Minutes  
February 20, 2018  
7:00 p.m.**

**CALL TO ORDER**

A meeting of the Monroe Charter Township Board was called to order by Supervisor Alan Barron at 7:00 p.m. on Tuesday, February 20, 2018, in the Monroe Charter Township Hall, 4925 East Dunbar Road, Monroe County, Michigan.

**ROLL CALL**

**Present:** Supervisor Barron, Clerk Schnurr, Treasurer Barton, Trustees Blank, Heck, Manor and Pancone.

**Others Present:** Attorney McCormick and 14 people in the audience.

**INVOCATION/PLEDGE OF ALLEGIANCE**

**APPROVAL OF MINUTES (Regular Meeting of January 16, 2018).**

**Motion #1.** Motion by Blank, supported by Heck to approve the Regular Meeting Minutes of January 16, 2018, as presented.

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

**APPROVE PAYMENT OF BILLS/INVOICES**

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

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

**FIRE DEPARTMENT REPORT**

Chief Merkle updated the Board on fire runs for the month of January 2018.

**Motion #3.** Motion by Blank, supported by Pancone to accept and place on file the January 2018 Fire Department Report, as presented by Chief Merkle.

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

**SHERIFF DEPARTMENT REPORT**

Deputy Michael Swiercz updated the Board on police activity for the month of January 2018.

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

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

**PLANNING COMMISSION REPORT**

No February Meeting.

**ZONING BOARD OF APPEALS REPORT**

Trustee Heck updated the Board on the February 14, 2018 meeting.

**Motion #5.** Motion by Barton, supported by Manor to accept the Zoning Board of Appeals Report, as presented.

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

**CONSENT AGENDA**

**Financial Reports:** Clerk's 2018 Budget Summary Report, period ending January 31, 2018. Treasurer's Monthly Statement of Bank Accounts & Investments, period ending January 31, 2018.

**General Reports:** Supervisor, Building Official, Blight, Fire Chief, Sheriff Department, Engineer.

**Communications:** None.

**Motion #6.** Motion by Heck, supported by Barton to accept the consent agenda and place on file, as presented.

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

**PRESENTATION**

The Township insurance agent, Jason Orton from the David Chapman Agency, updated the Board on the Township's 2018 insurance plan. He also provided the Township with the 2018 Risk Reduction Grant Program Application.

**Motion #7.** Motion by Heck, supported by Blank to accept the update, as presented.

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

**PLAT EXTENSIONS**

**Consider approving a 1-year extension of Tentative Preliminary Plat for Sheffield Village Plats II and III.**

**Motion #8.** Motion by Barton, supported by Manor to approve a 1-year extension of Tentative Preliminary Plat for Sheffield Village Plats II and III.

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

**PROCLAMATIONS**

**Approve Proclamation #18-01, Proclaiming March 20, 2018 as National Agricultural Day in Monroe Charter Township.**

**Motion #9.** Motion by Heck, supported by Pancone to approve Proclamation #18-01, Proclaiming March 20, 2018 as National Agricultural Day in Monroe Charter Township, as presented.

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

**NEW BUSINESS**

**Set Spring Clean-up Day for Saturday, May 19, 2018 from 9:00 a.m. to 3:00 p.m. and Fall Clean-up Day for Saturday, October 20, 2018 from 9:00 a.m. to 3:00 p.m. at the Township Nature Center Parking Lot location using Steven's Disposal as the waste hauler.**

**Motion #10.** Motion by Barton, supported by Heck to set Spring Clean-up Day for Saturday, May 19, 2018 from 9:00 a.m. to 3:00 p.m. and Fall Clean-up Day for Saturday, October 20, 2018 from 9:00 a.m. to 3:00 p.m. at the Township Nature Center Parking Lot location using Steven's Disposal as the waste hauler.

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

**Set Open Registration Dates for Custer Baseball/Softball Leagues as March 5, 2018 thru April 20, 2018, Monday thru Friday, 8:30 a.m. to 4:30 p.m.**

**Motion #11.** Motion by Barton, supported by Manor to set Open Registration Dates for Custer Baseball/Softball Leagues as March 5, 2018 thru April 20, 2018, Monday thru Friday, 8:30 a.m. to 4:30 p.m., as presented.

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

**Authorize the Supervisor and Clerk to sign contracts with the Road Commission for local roads projects:**

- a. **Held Drive – Mill & Fill.**
- b. **Water's Edge – Mill & Fill.**
- c. **2018 Local Road Mowing.**

**Motion #12.** Motion by Manor, supported by Pancone to authorize the Supervisor and Clerk to sign contracts with the Road Commission for local roads projects: a) Held Drive – Mill & Fill, b) Waters Edge – Mill & Fill, c) Local Road Side Mowing.

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

**Consider request from Fire Chief Merkle regarding reinstatement of firefighter Phillip Hernandez and add him to the Fire Department Active Roster, effective February 21, 2018.**

**Motion #13.** Motion by Barton, supported by Heck to approve request from Fire Chief Merkle regarding reinstatement of firefighter Phillip Hernandez and add him to the Fire Department Active Roster, effective February 21, 2018, as presented.

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

**NEW BUSINESS (Con't)**

**Consider request from Fire Chief Merkle to accept the resignation of Joseph Abel and to remove him from the Fire Department Active Roster, effective February 12, 2018.**

**Motion #14.** Motion by Manor, supported by Blank to approve request from Fire Chief Merkle to accept the resignation of Joseph Abel and to remove him from the Fire Department Active Roster, effective February 12, 2018, with regret.

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

**Consider approving request from Carrington Farms Homeowner's Association to use the Township Hall Board Room on Monday, May 21, 2018 from 7:00 p.m. to 9:00 p.m. for their Annual Homeowner's Association meeting, with fee of \$25.00 per hour.**

**Motion #15.** Motion by Heck, supported by Pancone to approve request from Carrington Farms Homeowner's Association to use the Township Hall Board Room on Monday, May 21, 2018 from 7:00 p.m. to 9:00 p.m. for their Annual Homeowner's Association meeting, with fee of \$25.00 per hour, as presented.

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

**Appoint Cheryl McLaughlin as the 2018 Custer Ball Director.**

**Motion #16.** Motion by Manor supported by Barton to appoint Cheryl McLaughlin as the 2018 Custer Ball Director, as presented.

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

**Appoint Jill Wilson as the 2018 Camp Kids Director.**

**Motion #17.** Motion by Barton supported by Heck to appoint Jill Wilson as the 2018 Camp Kids Director, as presented.

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

**Consider contract from Heinowski Appraisal and Consulting Services, LLC for Consulting & Appraisal Services for TENNECO at a cost of \$7,200 plus preapproved, if any, hard costs for copies, etc.**

**Motion #18.** Motion by Schnurr, supported by Manor to authorize the Supervisor to sign contract from Heinowski Appraisal and Consulting Services, LLC for Consulting & Appraisal Services for TENNECO at a cost of \$7,200 plus preapproved, if any, hard costs for copies, etc.

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

**Consider bids for House Demolition for 1130 Adams Street.**

Three sealed bids were received and opened in public by Supervisor Barron. Bid #1 from McBee Trucking & Excavating in the amount of \$11, 750; Bid #2 from David C. Hoffman, Inc. in the amount of \$8,475; and Bid #3 from All Decked Out, LLC in the amount of \$14,100.

**MONROE CHARTER TOWNSHIP  
MINUTES**

**REGULAR MEETING  
February 20, 2018**

**NEW BUSINESS (Con't)**

**Motion #19.** Motion by Blank, supported by Manor to award bid to the lowest bidder, David C. Hoffman Inc. in the amount of \$8,475, contingent upon Attorney and Building Official verification of legalities with the County Treasurer.

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

**Discuss request from Kelley Niblett of Elm River Enterprises, LLC to enter into a contract for the terms of completion concerning the condemned house located at 15175 Oak Knoll Drive.**

Attorney McCormick spoke on the background issues of this property. She provided points of interest for both, ordering the house to be demolished now or to enter into the agreement allowing for the house to either be completed by July 13, 2018 or use the escrow money provided by the owner to have the house demolished at that time.

There was much discussion by Board Members, the home owner, and members of the Southpointe Homeowners Association.

**Motion #20.** Motion by Barron, supported by Pancone to authorize request from Kelley Niblett of Elm River Enterprises, LLC to enter into a contract for the terms of completion concerning the condemned house located at 15175 Oak Knoll Drive and authorize the Supervisor to sign the contract, contingent upon the homeowner meeting all particulars of the Settlement Agreement and having the agreement executed no later than Tuesday, February 27, 2018.

Roll call vote: Barron yes, Pancone yes, Manor yes, Heck yes, Blank yes, Barton no, Schnurr yes.  
**Motion carried.**

**PUBLIC AND BOARD COMMENTS**

Public comments started at 8:32 p.m. There were three public and board comments. Public and Board comments ended at 8:46 p.m.

**ADJOURNMENT**

**Motion #21.** Motion by Manor, supported by Heck to adjourn the meeting at 8:47 p.m.

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

Attested:



Alan Barron, Supervisor  
Monroe Charter Township



Bob Schnurr, Clerk  
Monroe Charter Township