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**FRENCHTOWN CHARTER TOWNSHIP**

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**HEDWIG B. KAUFMAN**

**JACK C. LINDQUIST, SR.**

**ALAN (AL) VANWASHENOVA**

**KRAIG A. YOAS**

*TRUSTEES*

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**REGULAR BOARD MEETING MINUTES  
OCTOBER 10, 2017**

A **Regular Meeting** of the Frenchtown Charter Township Board was held on October 10, 2017 at 3:00 PM at the Township Hall, 2744 Vivian Road, Monroe, Michigan.

PRESENT:	TRUSTEE – Al VanWashenova
SUPERVISOR – Jim McDevitt	TRUSTEE – Jack Lindquist, Sr.
CLERK – Mark J. Baker	TRUSTEE – Kraig Yoas
TREASURER – Julie Ellison	TRUSTEE – Hedwig Kaufman
TWP. ATTORNEY – Kerry Bondy	

Deputy Clerk, Jessica Burt; Fire Chief Wendy Stevens; Utility Director Rich Weirich and Recreation Director Larry Chinavare were in attendance.

Supervisor McDevitt declared there was a quorum at 3:00 PM.

**CHANGES TO THE AGENDA:** Add agenda item 8A, Remove from table/Discussion, PAC Engineering

**MOTION #17.243 – AGENDA APPROVAL:** Motion made by Mr. Yoas; seconded by Mr. Lindquist to approve the October 10, 2017 Agenda as amended. A voice vote was taken. Motion carried 7-0.

**MOTION #17.244 – APPROVAL OF OCTOBER 10, 2017 CONSENT AGENDA:** Motion made by Mrs. Kaufman; seconded by Mr. Baker to approve the October 10, 2017 Consent Agenda with a correction to minutes. A roll call vote was taken. Mr. VanWashenova-Yes; Mr. Lindquist-Yes; Mrs. Kaufman-Yes; Mrs. Ellison-Yes; Mr. Baker-Yes; Mr. Yoas-Yes; Mr. McDevitt-Yes. Motion carried 7-0.

**CONSENT AGENDA:**

- a) September 26, 2017 . Regular Board Meeting Minutes
- b) Invoices Paid between September 27, 2017 to October 6, 2017
- c) Invoices Paid on October 10, 2017

**PUBLIC COMMENT:** None

**MOTION #17.245 – HEISS ROAD WATER MAIN PROJECT:** Motion made by Mr. Yoas; seconded by Mr. VanWashenova to approve low bidder Lawrence M. Clarke, Inc to complete the Heiss Road Water Main project at a cost not to exceed \$333,240.00 and to allow the Township Supervisor a 10% contingency to approve any change orders. A roll call vote was taken. Mrs. Kaufman-Yes; Mr. VanWashenova-Yes; Mr. Lindquist-Yes; Mr. Yoas-Yes; Mr. McDevitt; Mrs. Ellison-Yes; Mr. Baker-Yes. Motion carried 7-0.

**MOTION #17.246 – REMOVE FROM TABLE – SECURITY UPDATE – PAC ENGINEERING:** Motion made by Mr. Yoas; seconded by Mr. Lindquist to remove from table. A voice vote was taken. Motion carried 7-0.

**MOTION #17.247 –WATER DEPARTMENT - SECURITY UPDATE – PAC ENGINEERING:** Motion made by Mrs. Kaufman; seconded by Mrs. Ellison to contract with PAC Engineering to complete a security and plant UPS back up upgrade to the Frenchtown Water Plant at a cost not to exceed \$32,500.00. A roll call vote was taken. Mr. Baker-Yes; Mr. McDevitt-Yes; Mrs. Kaufman-Yes; Mr. VanWashenova-Yes; Mrs. Ellison-Yes; Mr. Lindquist-Yes; Mr. Yoas-Yes. Motion carried 7-0.

**MOTION #17.248 – RESOLUTION – ADOPTING AMENDED SCHEDULE OF RATES AND CHARGES TO TOWNSHIP WATER SYSTEM ORDINANCE NO. 201:** Motion made by Mr. Baker; seconded by Mrs. Ellison to approve and adopt Resolution of Amended Schedule of Rates and Charges to Township Water System Ordinance No. 201. A roll call vote was taken. Mr. McDevitt-Yes; Mr. Baker-yes; Mr. Lindquist-Yes; Mr. Yoas-Yes; Mr. VanWashenova-Yes; Mrs. Kaufman-Yes; Mrs. Ellison-Yes. Motion carried 7-0.

**MOTION #17.249 – PURCHASE REQUEST – TREES FOR FRENCHTOWN PARK #3, STEWART ROAD:** Motion made by Mr. VanWashenova; seconded by Mr. Baker to approve the purchase of 10 trees from Snow& Nursery at a cost not to exceed \$750.00 with the Recreation Director to check into the types of trees that should be used. A roll call vote was taken. Mrs. Kaufman-Yes; Mr. Lindquist-Yes; Mr. McDevitt-Yes; Mr. Baker-Yes; Mr. Yoas-Yes; Mr. VanWashenova-Yes; Mrs. Ellison-Yes. Motion carried 7-0.

**MOTION #17.250 – EDUCATIONAL EXPENSE REQUEST – MICHAEL TURINSKY:** Motion made Mr. Yoas; seconded by Mrs. Ellison to approve the request for Building Inspector Michael Turinsky to take an online code class given by International Code Council at a cost not to exceed \$25.00. A roll call vote was taken. Mr. VanWashenova-Yes; Mr. Lindquist-Yes; Mr. Baker-Yes; Mrs. Ellison-Yes; Mr. Yoas-Yes; Mr. McDevitt-Yes; Mrs. Kaufman-Yes. Motion carried 7-0.

**MOTION #17.251 – EDUCATIONAL REIMBURSEMENT – HILLARY SCHMITZ, PLANNING COMMISSION MEMBER:** Motion made by Mrs. Kaufman; seconded by Mr. Yoas to approve the reimbursement of Hillary Schmitz, Planning Commission member for the education expense of \$295.00 for the Citizen Planner course with the understanding that she would have to reimburse all costs if she were to cease serving the Township within 2 years of the class. A roll call vote was taken. Mr. Lindquist-Yes; Mr. Baker-Yes; Mr. VanWashenova-Yes; Mr. McDevitt-Yes; Mrs. Ellison-Yes; Mrs. Kaufman-Yes; Mr. Yoas-Yes. Motion carried 7-0.

**MOTION #17.252 – PURCHASE REQUEST – MICROSOFT WINDOWS 10 PROFESSIONAL UPGRADE LICENSES:** Motion made by Mr. Baker; seconded by Mr. Yoas to purchase up to 21 licenses for Microsoft Windows 10 Professional at a cost not to exceed \$3,003.00. A roll call vote was taken. Mr. McDevitt-Yes; Mr. Yoas-Yes; Mr. Lindquist-Yes; Mr. Baker-Yes; Mrs. Kaufman-Yes; Mrs. Ellison-Yes; Mr. VanWashenova-Yes. Motion carried 7-0.

**MOTION #17.253 – FRENCHTOWN CHARTER TOWNSHIP CALENDARS FOR 2017 & 2018:** Moved made by Mrs. Kaufman; seconded by Mrs. Ellison to approve observance of Christmas Eve and New Year's Eve holidays on Tuesday December 26, 2017 and January 2, 2018 respectively and to approve the proposed 2018 Holiday Schedule. A roll call vote was taken. Mr. McDevitt-Yes; Mrs. Ellison-Yes; Mr. Yoas-Yes; Mrs. Kaufman-Yes; Mr. VanWashenova-Yes; Mr. Lindquist-Yes; Mr. Baker-Yes. Motion carried 7-0.

**DISCUSSION – HUMAN RESOURCES POSITION'S SALARY:** The Board discussed the salary range for the Human Resources Position.

**MOTION #17.254 – EDUCATIONAL EXPENSE REQUEST – FIRE DEPARTMENT - JOSH MADDOX:** Motion made Mr. Baker; seconded by Mrs. Ellison to approve the request for Fire Inspector Maddox to attend both seminars at a total cost not to exceed \$560.00. A roll call vote was taken. Mr. Yoas-Yes; Mrs. Kaufman-Yes; Mr. Baker-Yes; Mrs. Ellison-Yes; Mr. VanWashenova-Yes; Mr. McDevitt-Yes; Mr. Lindquist-Yes. Motion carried 7-0.

**MOTION #17.255 – CONTRACT – FIRE CHIEF WENDY STEVENS:** Motion made by Mr. Yoas; seconded by Mr. VanWashenova to approve request that Fire Chief Wendy Stevens receive an increase for next employment contract year to full salary of \$75,000.00 per year. A roll call vote was taken. Mrs. Ellison-Yes; Mr. McDevitt-Yes; Mr. Lindquist-Yes; Mrs. Kaufman-Yes; Mr. Yoas-Yes; Mr. Baker-Yes; Mr. VanWashenova-Yes. Motion carried 7-0.

**PUBLIC COMMENT:** None

**MOTION #17.256:** Motion made by Mrs. Kaufman; seconded by Mr. Baker to appoint Al VanWashenova an interim delegate to the River Raisin Watershed Council to attend the October 19, 2017 meeting. A roll call vote was taken. Mrs. Kaufman-Yes; Mr. McDevitt-Yes; Mrs. Ellison-Yes; Mr. Yoas-Yes; Mr. Lindquist-Yes; Mr. Baker-Yes; Mr. VanWashenova-Yes. Motion carried 7-0.

**MOTION #17.257 – ADJOURNMENT:** Motion made by Mr. Lindquist; seconded by Mr. Yoas to adjourn the October 10, 2017 Regular Board Meeting at 5:08 PM. A voice vote was called. Motion carried 6-1.

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James A. McDevitt-Supervisor

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Mark J. Baker- Clerk