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**FRENCHTOWN CHARTER TOWNSHIP**

2744 Vivian Road - Monroe, Michigan 48162-9249 - (734) 242-3282

**HEDWIG B. KAUFMAN**  
**JACK C. LINDQUIST, SR.**  
**DONALD L. LINGAR**  
**KRAIG A. YOAS**  
TRUSTEES

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**REGULAR BOARD MEETING MINUTES**  
**SEPTEMBER 13, 2016**

A **Regular Meeting** of the Frenchtown Charter Township Board was held on September 13, 2016 at 3:00 PM at the Township Hall, 2744 Vivian Road, Monroe, Michigan.

PRESENT:	TRUSTEE – Donald Lingar
SUPERVISOR – Jim McDevitt	TRUSTEE – Jack Lindquist, Sr.
CLERK – Mark J. Baker	TRUSTEE – Kraig Yoas
TREASURER – Rhonda Sommers	TRUSTEE – Hedwig Kaufman
TWP. ATTORNEY – Kerry Bondy	

Deputy Clerk Jessica Burt, Township Assessor Sue Iott-Garrison and 8 other persons were also in attendance.

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

**CHANGES TO THE AGENDA:** There were no changes made.

**MOTION #16.216- AGENDA APPROVED:** Motion made by Mr. Yoas; seconded by Mr. Lindquist to approve the September 13, 2016 Agenda as presented. A voice vote was taken. Motion carried 7-0.

**MOTION #16.217 – APPROVAL OF SEPTEMBER 13, 2016 CONSENT AGENDA:** Motion made by Mrs. Kaufman; seconded by Mr. Lingar to approve the September 13, 2016 Consent Agenda as presented. A roll call vote was taken. Mr. Lingar-Yes; Mr. Lindquist-Yes; Mrs. Sommers-Yes; Mr. Yoas-Yes; Mr. Baker-Yes; Mr. McDevitt-Yes; Mrs. Kaufman-Yes. Motion carried 7-0.

**CONSENT AGENDA:**

- a) August 23, 2016 Board Meeting Minutes
- b) Invoices Paid between August 24, 2016 to September 9, 2016
- c) Invoices Paid on September 13, 2016

**PUBLIC COMMENT:** Stephanie Kasprzak, Executive Director of MCOP informed the Board of the status of their proposed Supportive Housing Project and asked for reconsideration of the tax exemption payment in lieu of taxes ordinance for this project.

**MOTION #16.218 – EDUCATIONAL EXPENSE REQUESTS – WATER**

**DEPARTMENT:** Motion made by Mrs. Sommers; seconded by Mrs. Kaufman to approve for Eric Bondy to attend the 2016 Water Treatment Short Course II at a cost not to exceed \$400.00 and Joe Mason to attend the Basic Math Course for Water Personnel at a cost not to exceed \$200.00 withholding the approval of no pay back requirement until confirmation that is the request from the Utility Director is received. A roll call vote was taken. Mrs. Sommers-Yes; Mr. Lingar-Yes; Mr. McDevitt-Yes; Mr. Baker-Yes; Mr. Lindquist-Yes; Mr. Yoas-Yes; Mrs. Kaufman-Yes. Motion carried 7-0.

**MOTION #16.219 – PURCHASE REQUEST – WATER DEPARTMENT – PLANT**

**LIGHTING:** Motion made by Mrs. Sommers; seconded by Mr. Baker to approve contracting with Wholesale Lighting to complete phase 2 of the lighting change over at the Water Plant to LED lights at a cost not to exceed \$15,539.00 with the expected return on investment of 1 year and a DTE reimbursement of \$6,985.00 with the condition that the lighting is in compliance with the Zoning Ordinance requirements for lighting in Section 4.38. A roll call vote was taken. Mr. Lindquist-Yes; Mr. Baker-Yes; Mrs. Sommers-Yes; Mr. Lingar-Yes; Mr. Yoas-Yes; Mrs. Kaufman-Yes; Mr. McDevitt-Yes. Motion carried 7-0.

**MOTION #16.220 – PURCHASE REQUEST – WATER DEPARTMENT – DRIVEWAY**

**SEALING:** Motion made by Mrs. Kaufman; seconded by Mr. Lindquist to approve hiring low bidder, Westfall Sealcoating and Striping Co. to seal the Water Plant driveways at a cost not to exceed \$4,200.00. A roll call vote was taken. Mrs. Sommers-Yes; Mr. Baker-Yes; Mr. Lindquist-Yes; Mr. Yoas-Yes; Mr. Lingar-Yes; Mr. McDevitt-Yes; Mrs. Kaufman-Yes. Motion carried 7-0.

**MOTION #16.221 – PURCHASE REQUEST – ASSESSING DEPARTMENT:**

Motion made by Mrs. Sommers; seconded by Mr. Baker to allow the Township Assessor to purchase a computer for public use to access assessment records at a cost not to exceed \$1,139.00 but to not be completed until Township Attorney approval of legal requirements. A roll call vote was taken. Mr. McDevitt-Yes; Mrs. Kaufman-Yes; Mr. Baker-Yes; Mrs. Sommers-Yes; Mr. Lindquist-yes; Mr. Yoas-Yes; Mr. Lingar-Yes. Motion carried 7-0.

**MOTION #16.222 – STAFFING REQUEST – ASSESSING DEPARTMENT:**

Motion made by Mrs. Sommers; seconded by Mr. Lingar to allow the Township Assessor to maintain Part Time Assessing Employee Brittany Hulett at the part time pay rate and to contract with Mindy Bailey for piece work (\$6.00 per record card data entry and updating the building improvements and \$4.00 per land sketch entry) both until March 15, 2017. A roll call vote was taken. Mrs. Kaufman-yes; Mr. Lindquist-Yes; Mr. Baker-yes; Mr. McDevitt-Yes; Mrs. Sommers-Yes; Mr. Yoas-Yes; Mr. Lingar-Yes. Motion carried 7-0.

**MOTION #16.223 – DISCUSSION – MONROE COUNTY CONSERVATION DISTRICT:**

Motion made by Mr. Lingar; seconded by Mr. Baker to approve entering into an agreement with consideration in the amount of \$1,000.00 with The Monroe Conservation District for their services and to request that a synopsis of accomplishments over the course of the prior agreement from the Conservation District.

A roll call vote was taken. Mr. Baker-Yes; Mr. McDevitt-Yes; Mr. Lindquist-Yes; Mr. Lingar-Yes; Mrs. Sommers-Yes; Mr. Yoas-Yes; Mrs. Kaufman-Yes. Motion carried 7-0.

**MOTION #16.224 – DISCUSSION – BIDS TO REPLACE TOWNSHIP PARKING LOT:**

Motion made by Mr. Yoas; seconded by Mr. Lindquist to allow the Supervisor to move forward with the Township Engineer to provide options for the replacement of the Township Hall parking lot. A roll call vote was taken. Mr. McDevitt-Yes; Mrs. Kaufman-Yes; Mr. Baker-Yes; Mrs. Sommers-Yes; Mr. Yoas-Yes; Mr. Lingar-Yes; Mr. Lindquist-Yes. Motion carried 7-0.

Mrs. Kaufman was excused at 4:15 pm.

**MOTION #16.225 – DISCUSSION – REQUEST TO SELL**

**ELECTRONIC/MISCELLANEOUS EQUIPMENT AND VEHICLES:** Motion made by Mrs. Sommers; seconded by Mr. Lingar to allow Supervisor to obtain bids for unused/outdated Electronic/Miscellaneous Equipment and Vehicles in accordance with the Township Disposal Policy. A roll call vote was taken. Mr. Lindquist-Yes; Mr. Baker-Yes; Mr. McDevitt-Yes; Mr. Lingar-Yes; Mr. Yoas-Yes; Mrs. Sommers-Yes. Motion carried 6-0.

**MOTION #16.226 – DISCUSSION – RECREATION BUILDING PARKING LOT:**

Motion made by Mr. Lindquist; seconded by Mr. Baker to approve hiring low bidder, Westfall Sealcoating and Striping LLC to fill cracks, sealcoat and stripe the Recreation parking lot at a cost not to exceed \$4,302.79. A roll call vote was taken. Mr. Lindquist-Yes; Mr. Baker-Yes; Mrs. Sommers-Yes; Mr. Lingar-Yes; Mr. Yoas-Yes; Mr. McDevitt-Yes. Motion carried 6-0.

**DISCUSSION – USE OF TOWNSHIP RECREATION BUILDING:** The Board discussed the use of Township Recreation Building with Executive Director of Frenchtown Senior Citizens Inc. Barbara Mazur.

**PUBLIC COMMENT:** None

**MOTION #16.227 – ADJOURNMENT:** Motion made by Mr. Lindquist; seconded by Mrs. Sommers to adjourn the September 13, 2016 Regular Board Meeting at 5:07 PM. A voice vote was called. Motion carried 6-0.

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James A. McDevitt . Supervisor

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Mark J. Baker . Clerk