

**ALAN (AL) VANWASHENOVA**

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**FRENCHTOWN CHARTER TOWNSHIP**

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**CHRISTIAAN CARLTON**

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**GARY KLEMZ**

**MATT RIMEL**

*TRUSTEES*

**ASSESSING DEPARTMENT**

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**BOARD WORKSHOP MEETING MINUTES  
APRIL 20, 2021**

A Regular Meeting of the Frenchtown Charter Township Board was held on April 20, 2021 at 2:00 PM at the Township Hall, 2744 Vivian Road, Monroe, Michigan.

PRESENT:	TRUSTEE – Matt Rimel
SUPERVISOR – Al VanWashenova	TRUSTEE – Chris Collins
CLERK – Kyle Bryant	TRUSTEE – Christiaan Carlton
TREASURER – Julie Ellison via ZOOM	TRUSTEE – Gary Klemz
TWP ATTORNEY – Kerry Bondy	

Deputy Clerk, Jessica Burt; Utility Director, Rich Weirich; Fire Chief, Wendy Steve; Township Engineer, Mark Mathe; 3 Fire Department employees and 2 other persons were in attendance.

Supervisor VanWashenova declared there was quorum at 2:00 PM.

**CHANGES TO THE AGENDA:** Add Agenda item 12A, Retirement letter of Firefighter McFadden.

**MOTION #21.130 – AGENDA APPROVAL:** Motion made by Mr. Collins; seconded by Mr. Rimel to approve the April 20, 2021 agenda as amended. A voice vote was taken. Motion carried 7-0.

**MOTION #21.131– APPROVAL OF APRIL 20, 2021 CONSENT AGENDA:** Motion made by Mr. Bryant; seconded by Mr. Carlton to approve the consent agenda as presented. A roll call vote was taken. Mr. Carlton-Yes; Mr. Collins-Yes; Mr. Klemz-Yes; Mr. Rimel-Yes; Mrs. Ellison-Yes; Mr. Bryant-Yes. Motion carried 7-0.

**CONSENT AGENDA:**

- a. April 13, 2021 – Regular Board Meeting Minutes
- b. Invoices to be Paid between April 14, 2021 to April 16, 2021
- c. Invoices to be Paid on April 20, 2021

**PUBLIC COMMENT:** None

**MOTION #21.132 – DISCUSSION – SHERIFF CONTRACT/4th AMENDMENT/EXHIBIT:** Motion made by Mr. Rimel; seconded by Mr. Klemz to approve the 4<sup>th</sup> Amendment to the Agreement with the Monroe County Sheriff and to authorize the Township Supervisor and Clerk to sign the proposed agreement. A roll call vote was taken. Mr. Carlton-Yes; Mr. Rimel-Yes; Mr. VanWashenova- Yes; Mr. Collins-Yes; Mr. Klemz-Yes; Mrs.

Ellison-Yes; Mr. Bryant-Yes. Motion carried 7-0.

**MOTION #21.133 – DISCUSSION – REPUBLIC CART REBRANDING:** Motion made by Mr. Rimel; seconded by Mr. Bryant to table this item for further information. A voice vote was taken. Motion carried 7-0.

**MOTION #21.134 – REQUEST TO SELL – WATER DEPARTMENT VEHICLES:** Motion made by Mr. Collins; seconded by Mr. Bryant to table this item for further information. A voice vote was taken. Motion carried 7-0.

**MOTION #21.135 – DISCUSSION – PURCHASE AGREEMENT – LOT 7 FCT BUSINESS PARK:** Motion made by Mr. Bryant; seconded by Mr. Carlton to reject the proposed purchase agreement for Lot 7 for the reasons discussed. A roll call vote was taken. Mr. Bryant-Yes; Mr. VanWashenova-Yes; Mr. Rimel-Yes; Mr. Klemz-Yes; Mrs. Ellison-Yes; Mr. Carlton-Yes; Mr. Collins-Yes. Motion carried 7-0.

**MOTION #21.136 – DISCUSSION – JOB DESCRIPTION FOR ADMIN ASST TO THE SUPERVISOR:** Motion made by Mrs. Ellison; seconded by Mr. Rimel to eliminate the Multi Department Clerical position for the reason that it is no longer needed and budget purposes in light of the DTE Fermi appeal and to offer the Administrative Assistant to the Supervisor position to Natalie Askar who currently holds the Multi Department Clerical position with her current wage and benefits to continue with the understanding that a response is requested from her by April 27, 2021 and that if she rejects the job transfer then advertise for the position and if she accepts the position then the transfer to Administrative Assistant will become effective on May 28, 2021. A roll call vote was taken. Mr. VanWashenova-No; Mr. Bryant-Yes; Mrs. Ellison-Yes; Mr. Rimel-Yes; Mr. Klemz-Yes; Mr. Carlton-Yes; Mr. Collins-Yes. Motion carried 6-1.

**MOTION #21.137 – DISCUSSION – JOB DESCRIPTION FOR HR:** Motion made Mr. Collins; seconded by Mr. Rimel to allow the Township Clerk, Treasurer and Supervisor to advertise the HR position after receiving the Trustees comments on the job description with a starting wage of \$55,000.00. A roll call vote was taken. Mr. Carlton-Yes; Mr. Rimel-Yes; Mrs. Ellison-Yes; Mr. VanWashenova-Yes; Mr. Klemz-Yes; Mr. Collins-Yes; Mr. Bryant-Yes. Motion carried 7-0.

**MOTION #21.138 – RETIREMENT LETTER OF FIREFIGHTER DAVE MCFADDEN:** Motion made Mr. Carlton; seconded by Mr. Klemz to accept the retirement letter of Firefighter David McFadden with retirement effective on May 16<sup>th</sup>, 2021 and to thank him for his years of service. A roll call vote was taken. Mr. Klemz-Yes; Mr. Collins-Yes; Mr. Rimel-Yes; Mr. Bryant-Yes; Mrs. Ellison-Yes; Mr. Carlton-Yes; Mr. VanWashenova-Yes. Motion carried 7-0.

**PUBLIC COMMENT:** None

**MOTION #21.139 – REMOVING CONDITION OF DRUG SCREENING MINOR RECREATION EMPLOYEES:** Motion made by Mr. Collins; seconded by Mr. Bryant to remove the Drug Screen condition for minors working for Recreation Department. A roll call vote was taken. Mrs. Ellison-Yes; Mr. Klemz-Yes; Mr. Rimel-Yes; Mr. Carlton-Yes; Mr. VanWashenova-Yes; Mr. Collins-Yes; Mr. Bryant-Yes. Motion carried 7-0.

**MOTION #21.140 – CLEANING OF LIBRARIES:** Motion made by Mr. Carlton; seconded by Mr. Klemz to approve asking TLC cleaning service to continue to clean the Township Libraries until the Township maintenance person gets back from vacation or the part time maintenance person is able to accommodate such work. A roll call vote was taken. Mr. Klemz-Yes; Mr. Bryant-Yes; Mrs. Ellison-Yes; Mr. Collins-Yes; Mr. VanWashenova-Yes; Mr. Carlton-Yes; Mr. Rimel-Yes. Motion carried 7-0.

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**MOTION #21.141 – ADJOURNMENT:** Motion made by Mr. Bryant; seconded by Mr. VanWashenova to adjourn the April 20, 2021 Board Workshop Meeting at 4:12 PM. A voice vote was taken. Motion carried 7-0.

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Al VanWashenova, Township Supervisor

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Kyle Bryant, Township Clerk