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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*

**ASSESSING DEPARTMENT**  
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**BOARD WORKSHOP MEETING MINUTES**  
**AUGUST 18, 2020**

A **Regular Meeting** of the Frenchtown Charter Township Board was held on August 18, 2020 at 10:00 AM at the Township Hall, 2744 Vivian Road, Monroe, Michigan.

PRESENT:	TRUSTEE ó Al VanWashenova
SUPERVISOR ó Jim McDevitt	TRUSTEE ó Jack Lindquist, Sr.
CLERK ó Kyle Bryant	TRUSTEE ó Kraig Yoas
TREASURER ó Julie Ellison	TRUSTEE ó Hedwig Kaufman
TWP. ATTORNEY ó Kerry Bondy	

Deputy Clerk, Jessica Burt; Fire Chief, Wendy Stevens; Utility Director, Rich Weirich; Building Official, Joe Lehmann; Human Resources Generalist, Meagan Russell and 1 other person were in attendance.

Supervisor McDevitt declared there was quorum at 10:00 am.

**CHANGES TO THE AGENDA:** There were no changes to the agenda.

**MOTION #20.219 – AGENDA APPROVAL:** Motion made by Mr. Yoas; seconded by Mrs. Ellison to approve the August 18, 2020 Agenda as presented. A voice vote was taken. Motion carried 7-0.

**MOTION #20.220 – APPROVAL OF AUGUST 18, 2020 CONSENT AGENDA:** Motion made by Mrs. Kaufman; seconded by Mr. Lindquist to approve the August 18, 2020 Consent Agenda. A roll call vote was taken. Mrs. Ellison-Yes; Mr. McDevitt-Yes; Mr. Yoas-Yes; Mrs. Kaufman-Yes; Mr. VanWashenova-Yes; Mr. Lindquist-Yes; Mr. Bryant-Yes. Motion carried 7-0.

**CONSENT AGENDA:**

- a) August 11, 2020 ó Regular Board Meeting Minutes
- b) Invoices Paid between August 12, 2020 to August 14, 2020
- c) Invoices to be Paid on August 18, 2020
- d) Used Car Lot License ó Schall Automotive, LLC

**PUBLIC COMMENT:** None

**MOTION#20.221 - DISCUSSION – REPAIR PARKING LOTS FOR FRENCHTOWN RECREATION CENTER AND TOWNSHIP HALL:** Motion made by Mr. Yoas; seconded by Mr. Bryant to approve contracting with Jennite Company to repair the parking lots at the Township Hall and Frenchtown Recreation Center at a cost not to exceed \$8,280.00. A roll call vote was taken. Mr. Bryant-Yes; Mr. VanWashenova-Yes; Mrs. Kaufman-Yes; Mr. McDevitt-Yes; Mr. Lindquist-Yes; Mr. Yoas-Yes; Mrs. Ellison-Yes. Motion carried 7-0.

**MOTION #20.222 – DISCUSSION – RESOLUTION TAX TRIBUNAL AND APPEAL LITIGATION COST SHARING AGREEMENT:** Motion made by Mr. Bryant; seconded by Mrs. Ellison to approve adopting the Tax Tribunal and Appeal Litigation Cost Sharing Agreement Resolution. A roll call vote was taken. Mr. Yoas-Yes; Mr. VanWashenova-Yes; Mr. McDevitt-Yes; Mr. Bryant-Yes; Mr. Lindquist-Yes; Mrs. Ellison-Yes; Mrs. Kaufman-Yes. Motion carried 7-0.

**MOTION #20.223 – CLOSED SESSION/OMA SECTION 8H:** Motion made by Mrs. Ellison; seconded by Mr. Bryant to go into Closed Session under Open Meetings Act Section 8 (h) and to discuss fall COVID 19 plan and to include the Township Attorney, Township Assessor, Deputy Clerk, Fire Chief, Utility Director, Building Official and Human Resources Generalist. A roll call vote was taken. Mrs. Ellison-Yes; Mrs. Kaufman-Yes; Mr. McDevitt-Yes; Mr. Lindquist-Yes; Mr. Bryant-Yes; Mr. VanWashenova-Yes; Mr. Yoas-Yes. This vote was taken at 10:13 am.

**MOTION #20.224 – ADJOURN CLOSED SESSION/APPROVE CLOSED SESSION MINUTES/RECONVENE TO REGULAR BOARD MEETING:** Motion made by Mr. Bryant; seconded by Mrs. Kaufman to approve the minutes of the closed session and to reconvene in open session. A voice vote was taken. Motion carried 7-0. This vote was taken at 11:19 am.

**MOTION #20.225 – COVID 19 PLAN:** Motion made by Mrs. Ellison; seconded by Mrs. Kaufman to approve the Human Resources COVID plan with the following change with Step #2 being, weeks 3-12 of qualified time off being paid by Township at 75% of base wages with mandatory use of personal, sick, vacation, comp time and paid time off as to the remaining 25% . A roll call vote was taken. Mr. VanWashenova-Yes; Mr. Lindquist-Yes; Mr. McDevitt-Yes; Mrs. Ellison-Yes; Mrs. Kaufman-Yes; Mr. Yoas-Yes; Mr. Bryant-Yes. Motion carried 7-0.

**PUBLIC COMMENT:** None

**MOTION #20.226 – AMENDMENT OF PURCHASE OFFER:** Motion made by Mr. Yoas; seconded by Mrs. Kaufman to allow the Township Supervisor to enter into a purchase agreement if the property becomes available to do so at the current purchase offer amount of \$75,000.00 and to request the first right of refusal with consideration in the amount of \$3,000.00. A roll call vote was taken. Mr. Bryant-Yes; Mr. McDevitt-Yes; Mrs. Kaufman-Yes; Mr. Lindquist-Yes; Mrs. Ellison-Yes; Mr. VanWashenova-Yes; Mr. Yoas-Yes. Motion carried 7-0.

**MOTION #20.227 - SHREDDING:** Motion made by Mrs. Ellison; seconded by Mr. Yoas to contracting with Extreme Shreds at a cost not to exceed \$2,400.00. A roll call vote was taken. Mrs. Ellison-Yes, Mr. VanWashenova-Yes; Mr. Lindquist-Yes; Mr. Yoas-Yes; Mr. McDevitt-Yes; Mr. Bryant-Yes; Mrs. Kaufman-Yes. Motion carried 7-0.

**MOTION #20.228 – ADJOURNMENT:** Motion made by Mr. Lindquist; seconded by Mrs. Ellison to adjourn the August 18, 2020 Regular Board Meeting at 11:59 AM. A voice vote was called. Motion carried 7-0.

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James A. McDevitt-Supervisor

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Kyle Bryant-Clerk