

**ALAN (AL) VANWASHENOVA**

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**FRENCHTOWN CHARTER TOWNSHIP**

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**CHRISTIAAN CARLTON**

**CHRIS COLLINS**

**GARY KLEMZ**

**MATT RIMEL**

*TRUSTEES*

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**BOARD WORKSHOP MEETING MINUTES  
MARCH 16, 2021**

A Regular Meeting of the Frenchtown Charter Township Board was held on March 16, 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	TRUSTEE – Gary Klemz
TWP ATTORNEY – Kerry Bondy	

Deputy Clerk, Jessica Burt; Utility Director, Rich Weirich; Fire Chief, Wendy Stevens; Township Assessor, Justin Prybylski; Township Engineer, Mark Mathe; Recreation Director, Phil Coyle, 7 Fire Department employees and 3 other persons were in attendance.

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

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

**MOTION #21.91 – AGENDA APPROVAL:** Motion made by Mrs. Ellison; seconded by Mr. Klemz to approve the March 16, 2021 agenda as presented. 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 #21.92– APPROVAL OF MARCH 16, 2021 CONSENT AGENDA:** Motion made by Mr. Collins; seconded by Mr. Rimel 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. March 9, 2021 – Regular Board Meeting Minutes
- b. Invoices to be Paid on March 16, 2021
- c. Peddler’s License – Angela Pidgeon

**PUBLIC COMMENT:** One person questioned if residents are notified of Ordinance changes. One person had questions regarding a campground within the Township.

**MOTION #21.93 – MEMBERSHIP RENEWAL – MONROE COUNTY CHAMBER OF COMMERCE:** Motion made by Mr. Klemz; seconded by Mr. Carlton to approve renewing the membership with Monroe County Chamber of Commerce at a cost not to exceed \$420.00. 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 #21.94 – RENTAL REQUEST – PORTA POTTIES FOR FRENCHTOWN PARKS:** Motion made by Mr. Rimel; seconded by Mrs. Ellison to approve contracting with Stevens Stop and Go for porta potties as proposed at the Frenchtown Parks for the months of April 1, 2021 through October 31<sup>st</sup>, 2021 at a cost not to exceed \$575.00 per month. A roll call vote was taken. Mr. Bryant-Yes; Mr. Rimel-Yes; Mr. VanWashenova-Yes; Mrs. Ellison-Yes; Mr. Collins-Yes; Mr. Carlton-Yes; Mr. Klemz-Yes. Motion carried 7-0.

**MOTION #21.95 – PURCHASE REQUEST – MVP COMBO PITCHING MACHINE – RECREATION DEPARTMENT:** Motion made by Mrs. Ellison; seconded by Mr. Klemz to approve purchasing an MVP Combo Pitching Machine from Jugs Sports at a cost not to exceed \$895.50. A roll call vote was taken. Mr. Rimel-Yes; Mr. Klemz-Yes; Mr. Bryant-Yes; Mr. Carlton-Yes; Mr. Collins-Yes; Mr. VanWashenova-Yes; Mrs. Ellison-Yes. Motion carried 7-0.

**MOTION #21.96 – PURCHASE REQUEST – FIELD SPORTS EQUIPMENT – RECREATION DEPARTMENT:** Motion made by Mr. Klemz; seconded by Mr. Carlton to approve purchasing the requested field sports equipment from BSN Sports at a cost not to exceed \$1,580.00. 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 #21.97 – DISCUSSION – 2021 NOXIOUS WEED AND GRASS CONTROL ENFORCEMENT CONTRACT:** Motion made by Mr. Klemz; seconded by Mrs. Ellison to approve contract with Jack’s Lawn Service for 2021 with the understanding that they are going to raise prices by 5% from 2016-2020 prices. A roll call vote was taken. Mr. VanWashenova-Yes; Mr. Bryant-Yes; Mrs. Ellison-Yes; Mr. Rimel-Yes; Mr. Klemz-Yes; Mr. Carlton-Yes; Mr. Collins-Yes. Motion carried 7-0.

**MOTION #21.98 – DISCUSSION – TECH EXPERTS CONTRACT RENEWAL FOR 2021:** Motion made Mr. Bryant; seconded by Mr. Collins to approve continuation of contract with Tech Experts for renewal on March 27, 2021 with the understanding the Township will do an RFP for 2022 IT services. 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 #21.99 – DISCUSSION – LETTER OF UNDERSTANDING – IAFF:** Motion made Mr. Klemz; seconded by Mr. Bryant to approve and authorize the Township Supervisor to sign the Letter of Understanding with the Local 323 IAFF union. 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.

**MOTION #21.100 – DISCUSSION – LETTER ESTABLISHING/LIMITING POWERS OF CONSTABLES:** Motion made by Mr. Rimel; seconded by Mrs. Ellison to table sending a letter to the Township Constables regarding duties for further review and to direct constables cease liquor inspections until April 2021 while the matter is reviewed. 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.

**MOTION #21.101 – LETTER OF RETIREMENT – ROSEMARY SUTTON – SUPERVISOR’S ASSISTANT:** Motion made by Mr. Carlton; seconded by Mr. Collins to accept Rosemary Sutton’s letter of retirement and to thank her for her years of service. A roll call vote was taken. Mr. Collins-Yes; Mr. VanWashenova-Yes; Mr. Carlton-Yes; Mr. Rimel-Yes; Mr. Bryant-Yes; Mrs. Ellison-Yes; Mr. Klemz-Yes. Motion carried 7-0.

**MOTION #21.102 – DISCUSSION – VACANCIES – HR GENERALIST AND ADMINISTRATIVE ASSISTANT TO THE SUPERVISOR:** Motion made by Mr. Bryant; seconded by Mr. Carlton to form a Committee of the Township Supervisor, Clerk, Treasurer, Utility Director and Fire Chief to discuss and prepare revised job descriptions. A roll call vote was taken. Mr. Bryant-Yes; Mr. Rimel-Yes; Mr. VanWashenova-Yes; Mrs. Ellison-Yes; Mr. Collins-Yes; Mr. Carlton-Yes; Mr. Klemz-Yes. Motion carried 7-0.

**PUBLIC COMMENT:** None

**MOTION #21.103 – APPOINT REPLACEMENT COVID RESPONSE SAFETY COORDINATOR:**

Motion made by Mr. Carlton; seconded by Mr. Klemz to appoint Clerk Kyle Bryant as the Township’s COVID 19 Response Safety Coordinator. 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 #21.104 – WAIVE CERTAIN BUILDING PERMITS IN RECOGNITION OF MICHIGAN WEEK:**

Motion made by Mr. Bryant; seconded by Mr. Collins to approve the waiver of residential building permit fees for the installation or replacement of windows, doors, roofing, siding and cement flat work during the week of May 3<sup>rd</sup>-May 7<sup>th</sup>, 2021 for Michigan Week. 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.

**MOTION #21.105 – ENABLING ZOOM FOR REGULAR BOARD MEETINGS:**

Motion made by Mr. Bryant; seconded by Mr. Rimel to enable ZOOM meetings for public participation on the 1<sup>st</sup> and 3<sup>rd</sup> meetings of every month only. A roll call vote was taken. Mr. Rimel-Yes; Mr. Collins-Yes; Mr. Klemz-Yes; Mr. VanWashenova-Yes; Mrs. Ellison-Yes; Mr. Bryant-Yes; Mr. Carlton-Yes. Motion carried 7-0.

**MOTION #21.106 – ADJOURNMENT:**

Motion made by Mr. Bryant; seconded by Mrs. Ellison to adjourn the March 16, 2021 Board Workshop Meeting at 4:27 PM. A roll call vote was taken. Mrs. Ellison-Yes; Mr. Bryant-Yes; Mr. VanWashenova-Yes; Mr. Collins-Yes; Mr. Carlton-Yes; Mr. Rimel-Yes; Mr. Klemz-Yes. Motion carried 7-0.

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Al VanWashenova, Township Supervisor

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Kyle Bryant, Township Clerk