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FRENCHTOWN CHARTER TOWNSHIP

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

A Regular Meeting of the Frenchtown Charter Township Board was held on November 16, 2021 at 2:00 PM at the Township Hall, 2744 Vivian Road, Monroe, Michigan.

PRESENT:	TRUSTEE – Matt Rimel -EXCUSED
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, Richard Weirich; Human Resources, Michelle Affholter-Ulrich; Building Official, Joe Lehmann; Twp Auditor, Daniel Clark and Assured Partners, Veronica Peromba were in attendance.

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

CHANGES TO THE AGENDA: Remove Agenda items 10 & 16.

MOTION #21.334 – AGENDA APPROVAL: Motion made by Mr. Ellison; seconded by Mr. Carlton to approve the November 16, 2021 agenda as amended. A voice vote was taken. Motion carried 6-0.

MOTION #21.335 – APPROVAL OF NOVEMBER 16, 2021 CONSENT AGENDA: Motion made by Mrs. Ellison; seconded by Mr. Klemz to approve the consent agenda as presented. A roll call vote was taken. Mr. Bryant-Yes; Mr. VanWashenova-Yes; Mrs. Ellison-Yes; Mr. Carlton-Yes; Mr. Collins-Yes; Mr. Klemz-Yes. Motion carried 6-0.

CONSENT AGENDA:

- a. November 9, 2021 – Regular Board Meeting Minutes
- b. Invoices paid between November 10, 2021 to November 12, 2021
- c. Invoices to be Paid on November 16, 2021

PUBLIC COMMENT: None

MOTION #21.336 – AUDIT REPORT: Motion made by Mr. Bryant; seconded by Mr. Carlton to accept and place on file the 2020 Audit Report/Financial Statements prepared by Rehmann and to authorize paying Rehmann \$6,000 for additional audit expenses. A roll call vote was taken. Mr. Klemz-Yes; Mr. Carlton-Yes; Mr. Bryant-Yes; Mrs. Ellison-Yes; Mr. Collins-Yes; Mr. VanWashenova-Yes. Motion carried 6-0.

MOTION #21.337 – DISCUSSION – ACCOUNTING CONSULTANT ENGAGEMENT LETTER: Motion

made by Mr. Klemz; seconded by Mr. Bryant to authorize the Township Clerk to sign the engagement letter with Rehmann as Finance Director consultant for 2021 at a cost not to exceed \$60,000.00 annually and to have the contract reviewed and approved by the Township Attorney. A roll call vote was taken. Mr. Collins-Yes; Mr. Carlton-Yes; Mrs. Ellison-Yes; Mr. Klemz-Yes; Mr. VanWashenova-Yes; Mr. Bryant-Yes. Motion carried 6-0.

MOTION #21.338 – REQUEST TO SET PUBLIC HEARING FOR 2022 BUDGET: Motion made by Mr. Bryant; seconded by Mrs. Ellison to set the Public Hearing for the 2022 Budget for December 14, 2021 at 3:00 pm. A roll call vote was taken. Mr. Klemz-Yes; Mr. Bryant-Yes; Mr. Carlton-Yes; Mr. Collins-Yes; Mrs. Ellison-Yes; Mr. VanWashenova-Yes. Motion carried 6-0.

MOTION #21.339 – RESOLUTION AUTHORIZING AMENDMENT OF 2021 BUDGET AND TRANSFER OF CERTAIN INVESTMENT FUNDS TO MISSION SQUARE RETIREMENT (FORMERLY ICMA-RC) FOR OPEB: Motion made by Mrs. Ellison; seconded by Mr. Bryant to approve the Resolution Authorizing Amendment of 2021 Budget and Transfer of Certain Investment Funds to Mission Square Retirement (Formerly ICMA-RC) for Purpose of Funding Other Post Employment Benefits as amended. A roll call vote was taken. Mr. Bryant-Yes; Mr. Klemz-Yes; Mrs. Ellison-Yes; Mr. VanWashenova-Yes; Mr. Carlton-Yes; Mr. Collins-Yes. Motion carried 6-0.

MOTION #21.340 – 2022 HOLIDAY SCHEDULE: Motion made by Mr. Collins; seconded by Mrs. Ellison to approve as amended and to add Juneteenth as a Federal Holiday to the Personnel Policy. A roll call vote was taken. Mr. Bryant-Yes; Mr. Klemz-Yes; Mr. Carlton-yes; Mr. Collins-Yes; Mr. VanWashenova-Yes; Mrs. Ellison-Yes. Motion carried 6-0.

MOTION #21.341 – MEDICAL INSURANCE PLANS FOR 2022: Motion made by Mrs. Ellison; seconded by Mr. Bryant to approve renewal of 3 Medical Health Plan options for 2022 as follows: BCBS(PPO); BCN(HMO\$2,000/0%) and BCN(HMO \$250/20%). A roll call vote was taken. Mr. Bryant-Yes; Mr. VanWashenova-Yes; Mr. Collins-Yes; Mr. Carlton-Yes; Mrs. Ellison-Yes; Mr. Klemz-Yes. Motion carried 6-0.

MOTION #21.342 – RENEWAL OF DELTA DENTAL PLAN FOR 2022: Motion made by Mr. Carlton; seconded by Mr. Bryant to approve renewal of Delta Dental plan and to offer option of Delta Dental premium to be paid by employee/retirees conditioned on approval from the IAFF union of LOU as to such coverage. A roll call vote was taken. Mr. VanWashenova-Yes; Mr. Carlton-Yes; Mrs. Ellison-Yes; Mr. Klemz-Yes; Mr. Collins-Yes; Mr. Bryant-Yes. Motion carried 6-0.

MOTION #21.343 – VISION COVERAGE FOR 2022: Motion made by Mr. Bryant; seconded by Mrs. Ellison to approve EyeMed for Vision Coverage for 2022 conditioned on approval from the IAFF union of LOU as to such coverage. A roll call vote was taken. Mr. VanWashenova-Yes; Mr. Bryant-Yes; Mr. Carlton-Yes; Mrs. Ellison-Yes; Mr. Klemz-Yes; Mr. Collins-Yes. Motion carried 6-0.

MOTION #21.344 – HMO HSA CONTRIBUTION FOR CALENDAR YEAR 2022: Motion made by Mr. Klemz; seconded by Mr. Bryant to approve 40% of the annual savings to the Township of higher premium plan being contributed to HSA plans for those employees participating in the Blue Care Network HMO medical plan for the 2022 calendar year and for the HSA money to be contributed in the beginning of 2022 (Single-\$576.86, Double-\$1,384.46, Family-\$1,730.54) with understanding that any new hires eligible for coverage who select BCBS HMO plan shall receive a prorated HSA amount based on months of coverage. A roll call vote was taken. Mr. Bryant-Yes; Mr. VanWashenova-Yes; Mrs. Ellison-Yes; Mr. Carlton-Yes; Mr. Collins-Yes; Mr. Klemz-Yes. Motion carried 6-0.

MOTION #21.345 – CASH IN LIEU PAYMENT: Motion made by Mrs. Ellison; seconded to Mr. Klemz to approve a 40% stipend of the full time employee single member monthly insurance rate to be paid to those employees who are eligible for coverage but opt-out of Township insurance because they have alternate insurance coverage. A roll call vote was taken. Mr. Klemz-Yes; Mr. Bryant-Yes; Mr. Carlton-Yes; Mr. Collins-Yes; Mrs. Ellison-Yes; Mr. VanWashenova-Yes. Motion carried 6-0.

MOTION #21.346 – RESOLUTION EXEMPTING FCT FROM REQUIREMENTS OF PA 152 OF 2011 FOR CALENDAR YEAR 2022: Motion made by Mr. Klemz; seconded by Mr. Bryant to adopt the Resolution Exempting Frenchtown Charter Township from Requirements of PA 152 of 2011 for Calendar Year 2022. A roll call vote was taken. Mr. Klemz-Yes; Mr. Carlton-Yes; Mr. Bryant-Yes; Mrs. Ellison-Yes; Mr. Collins-Yes; Mr. VanWashenova-Yes. Motion carried 6-0.

MOTION #21.347 – 30 DAYS NOTICE OF CHANGES TO ALL PLAN MEMBERS: Motion made by Mr. Carlton; seconded by Mr. Bryant to direct Human Resources to provide no less than 30 days notice of new coverage or changes in coverages to all plan members and retirees covered by the Township plans as well as to set dates for and advise covered employees and retirees of the Open Enrollment Dates. A roll call vote was taken. Mr. Klemz-Yes; Mr. Collins-Yes; Mr. Bryant-Yes; Mrs. Ellison-Yes; Mr. Carlton-Yes; Mr. VanWashenova-Yes. Motion carried 6-0.

MOTION #21.348 – SHORT TERM DISABILITY DAY ADJUSTMENT: Motion made by Mr. Collins; seconded by Mr. Klemz to adjust the Short Term Disability policy to a 14 day period required prior to commencement of benefits. A roll call vote was taken. Mrs. Ellison-Yes; Mr. VanWashenova-Yes; Mr. Bryant-Yes; Mr. Klemz-Yes; Mr. Collins-Yes; Mr. Carlton-Yes. Motion carried 6-0.

MOTION #21.349 – APPOINTMENT OF ACTING CHAIR FOR REMAINDER OF MEETING: Motion made by Mr. Collins; seconded by Mr. Carlton to appoint Kyle Bryant as Acting Chair for the remainder of this meeting. A voice vote was taken. Motion 6-0.

Board Member VanWashenova was excused at 3:45 pm.

MOTION #21.350 –BUDGET 2022 RESORT DISTRICT AUTHORITY: Motion made by Mr. Klemz; seconded by Mrs. Ellison to approve the 2022 Resort District Authority budget as recommended by the RDA Board. A roll call vote was taken. Mr. Bryant-Yes; Mrs. Ellison-Yes; Mr. Carlton-Yes; Mr. Klemz-Yes; Mr. Collins-Yes. Motion carried 5-0.

MOTION #21.351 – LEASE REQUEST – POSTAGE MACHINE : Motion made by Mr. Klemz; seconded by Mr. Collins to approve renewing the Postage Machine lease with Quadient for a payment of \$343.15 per month. A roll call vote was taken. Mr. Bryant-Yes; Mr. Carlton-Yes; Mrs. Ellison-Yes; Mr. Klemz-Yes; Mr. Collins-Yes. Motion carried 5-0.

PUBLIC COMMENT: None

MOTION #21.352: Motion made by Mr. Collins; seconded by Mr. Klemz to approve the request of the Building Official to allow the Clerk, Supervisor and Treasurer to have approval authority as to any overages as to the Contract Inspector contracts. A roll call vote was taken. Mr. Carlton-Yes; Mr. Collins-Yes; Mrs. Ellison-Yes; Mr. Bryant-Yes; Mrs. Ellison-Yes. Motion carried 5-0.

MOTION #21.353– ADJOURNMENT: Motion made by Mr. Carlton; seconded by Mrs. Ellison to adjourn the November 16, 2021 Board Workshop Meeting at 4:12 PM. A voice vote was taken. Motion carried 5-0.

Al VanWashenova, Township Supervisor

Kyle Bryant, Township Clerk