

**MONROE CHARTER TOWNSHIP**  
**MONROE COUNTY, MICHIGAN**  
**Regular Meeting Minutes**  
**December 17, 2013**  
**7:00 p.m.**

**CALL TO ORDER**

A meeting of the Monroe Charter Township Board was called to order by Supervisor Alan Barron at 7:00 p.m. on Tuesday, December 17, 2013, in the Monroe Charter Township Hall, 4925 East Dunbar Road, Monroe County, Michigan.

**ROLL CALL**

**Present:** Supervisor Barron, Clerk Schnurr, Treasurer Barton, Trustees Heck, Janssens, Pancone and Wilson.

**Others**

**Present:** Attorney McCormick and two people in the audience.

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF MINUTES (Regular Meeting of November 19, 2013).**

**Motion #1.** Motion by Janssens, supported by Wilson to approve the Regular Meeting of November 19, 2013, as presented.

Roll call vote: Janssens yes, Wilson yes, Barton yes, Heck yes, Pancone yes, Schnurr yes, Barron yes. **Motion carried.**

**APPROVE PAYMENT OF BILLS/INVOICES**

**Motion #2.** Motion by Wilson, supported by Heck to approve the payment of bills/invoices, as listed by the Clerk.

Roll call vote: Wilson yes, Heck yes, Janssens yes, Barton yes, Pancone yes, Schnurr yes, Barron yes. **Motion carried.**

**FIRE DEPARTMENT REPORT**

**Motion #3.** Motion by Wilson, supported by Pancone to accept the Fire Department report and place on file, as presented.

Roll call vote: Wilson yes, Pancone yes, Janssens yes, Heck yes, Barton yes, Schnurr yes, Barron yes. **Motion carried.**

**CONSENT AGENDA**

**Financial Reports:** Clerk's 2013 Budget Summary Report, period ending November 30, 2013. Treasurer's Monthly Statement of Bank Accounts & Investments, period ending November 30, 2013.

**General Reports:** Supervisor, Building Official, Blight Report, Fire Chief, Fire Inspector, Sheriff, Engineer.

**Communications:** Comcast Letter dated 11-15-13 Re: Price changes; Charter Letter dated 11-21-13 Re: Price changes; and Comcast Letter dated 12-3-13 Re: Channel changes.

**Motion #4.** Motion by Janssens, supported by Heck to accept the consent agenda and place on file, as presented.

Roll call vote: Janssens yes, Heck yes, Pancone yes, Wilson yes, Barton yes, Schnurr yes, Barron yes. **Motion carried.**

**RESOLUTIONS**

**Adopt Resolution #13-23, 2013 General Fund Budget Amendment #4, Resolution #13-24, 2013 Special Revenue Fund Budget Amendment #4, Resolution #13-25, 2013 Capital Projects Fund Budget Amendment #4, and Resolution #13-26, 2013 Debt Service Fund Budget Amendment #4.**

**Motion #5.** Motion by Wilson, supported by Heck to adopt Resolution #13-23, 2013 General Fund Budget Amendment #4, Resolution #13-24, 2013 Special Revenue Fund Budget Amendment #4, Resolution #13-25, 2013 Capital Projects Fund Budget Amendment #4, and Resolution #13-26, 2013 Debt Service Fund Budget Amendment #4.

Roll call vote: Wilson yes, Heck yes, Janssens yes, Pancone yes, Barton yes, Schnurr yes, Barron yes. **Motion carried.**

**NEW BUSINESS**

**Approve 2014 Appointments, as recommended by the Supervisor.**

**Motion #6.** Motion by Barton, supported by Heck to approve 2014 Appointments, as recommended by the Supervisor.

Roll call vote: Barton yes, Heck yes, Pancone yes, Wilson yes, Janssens yes, Schnurr yes, Barron yes. **Motion carried.**

**Authorize purchase and installation of a new 95% efficient furnace for Fire Station #2 at a cost of \$4,450 from Sieb Plumbing and Heating.**

**Motion #7.** Motion by Barton, supported by Wilson to authorize purchase and installation of a new 95% efficient furnace for Fire Station #2 at a cost of \$4,450 from Sieb Plumbing and Heating, as presented.

Roll call vote: Barton yes, Wilson yes, Schnurr yes, Pancone yes, Janssens yes, Heck yes, Barron yes. **Motion carried.**

**Consider approving request from the Carrington Farms Homeowner's Association to use the Township Hall on Monday, May 19, 2014 from 7:00 p.m. to 8:30 p.m. for their Annual Meeting, with fee being waived.**

**Motion #8.** Motion by Wilson, supported by Janssens to approve request from the Carrington Farms Homeowner's Association to use the Township Hall on Monday, May 19, 2014 from 7:00 p.m. to 8:30 p.m. for their Annual Meeting, with fee being waived.

Roll call vote: Wilson yes, Janssens yes, Heck yes, Barton yes, Pancone yes, Schnurr yes, Barron yes. **Motion carried.**

**Accept the resignation from Probationary Firefighter Christopher Braden due to lack of time and remove him from the Active Rosters effective December 2, 2013.**

**Motion #9.** Motion by Schnurr, supported by Wilson to accept the resignation from Probationary Firefighter Christopher Braden due to lack of time and remove him from the Active Rosters effective December 2, 2013, as presented.

Roll call vote: Schnurr yes, Wilson yes, Heck yes, Janssens yes, Pancone yes, Barton yes, Barron yes. **Motion carried.**

**NEW BUSINESS (Continued)**

**Accept the resignation from Firefighter Robert Melvin due to his moving out of the township and remove him from the Active Rosters effective December 5, 2013.**

**Motion #10.** Motion by Wilson, supported by Heck to accept the resignation from Firefighter Robert Melvin due to his moving out of the township and remove him from the Active Rosters effective December 5, 2013, as presented.

Roll call vote: Wilson yes, Heck yes, Barton yes, Janssens yes, Pancone yes, Schnurr yes, Barron yes. **Motion carried.**

**Approve Assessing Department and Board of Review members to attend MTA's 2014 Board of Review Training in Ann Arbor at a cost of \$79 per member and the purchase of the Board of Review Guide at a cost of \$31.50.**

**Motion #11.** Motion by Schnurr, supported by Heck to approve the Assessing Department and Board of Review members to attend either the MTA's 2014 Board of Review Training in Ann Arbor at a cost of \$79 per member or attend another training session at a cost not to exceed \$79 per member and to purchase the Board of Review Guide at a cost of \$31.50, as presented.

Roll call vote: Schnurr yes, Heck yes, Barton yes, Wilson yes, Pancone yes, Janssens yes, Barron yes. **Motion carried**

**Accept and place on file the letter of resignation from Linda Stamper due to her retirement after 40 years of dedicated service to the township, effective December 31, 2013.**

**Motion #12.** Motion by Barton, supported by Pancone to accept and place on file the letter of resignation from Linda Stamper due to her retirement after 40 years of dedicated service to the township, effective December 31, 2013.

Roll call vote: Barton yes, Pancone yes, Wilson yes, Heck yes, Janssens yes, Schnurr yes, Barron yes. **Motion carried.**

**Authorize Supervisor and/or Clerk to interview and hire a new administrative assistant for the Clerk's office.**

**Motion #13.** Motion by Wilson, supported by Heck to authorize Supervisor and/or Clerk to interview and hire a new administrative assistant for the Clerk's office.

Roll call vote: Wilson yes, Heck yes, Janssens yes, Barton yes, Pancone yes, Schnurr yes, Barron yes. **Motion carried.**

**PUBLIC & BOARD COMMENTS**

Public comments started at 7:20 p.m. There were two comments from members of the public and the board. Public comments ended at 7:27 p.m.

**ADJOURNMENT**

**Motion #14.** Motion by Wilson, supported by Heck to adjourn the meeting at 7:28 p.m. **Motion carried.**

Attested:

  
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Bob Schnurr, Clerk  
Monroe Charter Township

  
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Alan Barron, Supervisor  
Monroe Charter Township