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**FRENCHTOWN CHARTER TOWNSHIP**

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**GARY KLEMZ**

**MATT RIMEL**

*TRUSTEES*

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**BOARD WORKSHOP MEETING MINUTES  
AUGUST 20, 2024**

A Regular Meeting of the Frenchtown Charter Township Board was held on August 20, 2024 at 3:00 PM at the Township Hall, 2744 Vivian Road, Monroe, Michigan.

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

Fire Chief, Wendy Stevens; DPW Director, Richard Weirich; Public Safety/Economic Development Director, Dave Uhl; Building Official, Gary Dahl; Twp Engineer, Mark Mathe; Recreation Director, Phil Coyle and 4 other persons were in attendance.

Supervisor VanWashenova declared there was quorum at 3:00 PM.

**CHANGES TO THE AGENDA:** Items 8 and 9 were removed from the agenda and a new Item 9 was added as Job Description for Municipal Complex Manager.

**MOTION #24.192 – AGENDA APPROVAL:** Motion made by Mr. Rimel; seconded by Mr. Carlton to approve the August 20, 2024 agenda as amended. A voice vote was taken. Motion carried 6-0.

**MOTION #24.193 – APPROVAL OF AUGUST 20, 2024 CONSENT AGENDA:** Motion made by Mrs. Ellison; seconded by Mr. Carlton to approve the consent agenda as presented. A roll call vote was taken. Mr. Rimel-Yes; Mr. Klemz-Yes; Mr. Carlton-Yes; Mrs. Ellison-Yes; Mr. Bryant-Yes; Mr. VanWashenova-Yes. Motion carried 6-0.

**CONSENT AGENDA:**

- a. August 13, 2024 –Regular Board Meeting Minutes
- b. Invoices paid between August 14, 2024 to August 15, 2024
- c. Invoices to be Paid on August 20, 2024

**PUBLIC COMMENT:** One person stated the Board has been great to work with.

**MOTION #24.194 – CLERK’S AUTHORIZATION TO CREATE JOB DESCRIPTION AND POST JOB FOR MUNICIPAL COMPLEX MANAGER POSITION :** Motion made by Mr. Klemz; seconded by Mrs. Ellison to authorize the Township Clerk to create a job description and post job description for Municipal Complex Manager Position. A roll call vote was taken. Mr. Klemz-Yes; Mr. Carlton-Yes; Mr. Bryant-Yes; Mr. VanWashenova-Yes; Mr. Rimel-Yes; Mrs. Ellison-Yes. Motion carried 6-0.

**MOTION #24.195 – DISCUSSION – REVIEW FURNITURE LIST – WHOLE MUNICIPAL PROJECT:**

Motion Mr. Bryant; seconded by Mr. Klemz to approve the furniture quote from Wolverine Commercial Furnishings as presented for the Municipal Project Complex at a cost not to exceed \$74,045.56. A roll call vote was taken. Mr. Klemz-Yes; Mr. Carlton-Yes; Mr. Bryant-Yes; Mr. VanWashenova-Yes; Mr. Rimel-Yes; Mrs. Ellison-Yes. Motion carried 6-0.

**MOTION #24.196 – DISCUSSION – REVIEW BIDS FOR WATER TREATMENT PLANT DRIVEWAY:**

Motion made by Mr. Carlton; seconded by Mr. Rimel to approve low bidder CB Asphalt Paving at a cost not to exceed \$150,000.00 for the Water Treatment Plant driveway and curb work as presented. A roll call vote was taken. Mr. Klemz-Yes; Mrs. Ellison-Yes; Mr. VanWashenova-Yes; Mr. Bryant-Yes; Mr. Carlton-Yes; Mr. Rimel-Yes. Motion carried 6-0.

**PUBLIC COMMENT:** None

**MOTION #24.197 – GO INTO CLOSED SESSION UNDER OPEN MEETINGS ACT 8D:**

Motion made by Mr. Bryant; seconded by Mrs. Ellison to go into Closed Session under Open Meetings Act 8d and to include the Township Attorney, Township Engineer and Economic Development Director. A roll call vote was taken. Mr. Klemz-Yes; Mr. Rimel-Yes; Mr. Carlton-Yes; Mr. Bryant-Yes; Mrs. Ellison-Yes; Mr. VanWashenova-Yes. Motion carried 6-0. This vote was taken at 3:24 pm.

**MOTION #24.198 – ADJOURN CLOSED SESSION/APPROVE CLOSED SESSION**

**MINUTES/RECONVENE INTO REGULAR BOARD MEETING:** Motion made by Mr. Bryant; seconded by Mrs. Ellison to approve the minutes of the Closed Session and to reconvene in open session. A voice vote was taken. Motion carried 6-0. This vote was taken at 3:48 pm.

**MOTION #24.199 – ADJOURNMENT:** Motion made by Mr. Bryant; seconded by Mr. Carlton to adjourn the August 20, 2024 Board Workshop Meeting at 4:01 PM. A voice vote was taken. Motion carried 6-0.

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Al VanWashenova, Township Supervisor

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Kyle Bryant, Township Clerk