

MONROE COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
OCTOBER 7, 2025

I. CALL TO ORDER

The Monroe County Board of Commissioners held a Regular Meeting in the City of Monroe, on Tuesday, October 7, 2025. Chairman David Vensel called the meeting to order at 6:00 p.m.

II. ROLL CALL

Roll call by Deputy Clerk, Grace Miles, as follows:

PRESENT			ABSENT
J Henry Lievens	Brian Lamour	Jay Heinzerling	David Swartout
David Hoffman	David Vensel		
Greg Moore, Jr.	Dawn Asper		

A quorum being present, the Board proceeded to conduct business.

III. PLEDGE OF ALLEGIANCE

Monroe County 4H led the Pledge of Allegiance as well as the 4H Pledge.

IV. OPENING PRAYER

Deputy Clerk, Grace Miles led the Opening Prayer.

V. APPROVAL OF AGENDA

Motion by Vice-Chairman Lievens, supported by Commissioner Lamour to approve the October 7, 2025 Regular Meeting Agenda with the amendment to remove item two (2) under Resolutions, Special Tributes, and Presentations due to attendance.

Roll call by Clerk as follows:

AYE			NAY	EXCUSED	ABSTAIN
J Henry Lievens	Brian Lamour	Jay Heinzerling		David Swartout	
David Hoffman	David Vensel				
Greg Moore, Jr.	Dawn Asper				

Motion carried.

VI. APPROVAL OF MINUTES (09/16/2025 Regular Meeting Minutes)

Motion by Commissioner Hoffman, supported by Commissioner Lamour to approve the minutes as presented for the September 16, 2025 Regular Meeting and waive the reading thereof.

Roll call by Clerk as follows:

AYE			NAY	EXCUSED	ABSTAIN
J. Henry Lievens	Brian Lamour	Greg Moore Jr.		David Swartout	
David Hoffman	David Vensel				
Jay Heinzerling	Dawn Asper				

Motion carried.

VII. PUBLIC COMMENT—

1. Monroe County 4H

- a. Sophia Kreps: Vice-President of the Junior Livestock Association. For more than 100 years 4H has inspired families, shaped careers, and impacted communities. From October 4th-11th it is National 4H week and we will be celebrating this impact. The theme for this week is beyond ready since 4H is readying a generation in a world of change equipping youth with skills for the future while meeting them where they are today.
- b. Louis Leitner: From Godzilla House 4H club and Teen Ambassadors. Michigan 4h youth is a youth development program of Michigan State University Extension that provides fun hands-on educational opportunities that prepares youth for life and work by helping them find their spark, build real world skills, become resilient, adaptable, and lifelong learners.
- c. Lindsey Roof: President of the Junior Livestock Association. Each year more than 100,00 young people, ages 5-19, explore what excites them with Michigan 4H. The program areas range from animals to archery, engineering to entrepreneurship, and leadership to learning how to cook. 4H provides experiences that allow youth to practice and build fundamental skills that ready them for their future.
- d. Jayden Cramer: member of the Clover Clan 4H club and President of the Monroe County 4H CAT Program. Data shows that compared to their peers, 4Hers are two times more likely to have the goal of being a leader. Three times more likely to participate in community service, and two times more likely to report living life with intentionality and purpose.
- e. Samantha Pritula: Secretary of Staple Stars and the Dog Board. We would like to thank the Board of Commissioners for allowing us to celebrate national 4H week by leading the pledges with them and their continued support of the Monroe County 4H program. Your partnership greatly impacts the youth of Monroe County.
- f. Stewart Funk: Goat Caprine representative for Junior Livestock Association and he is present today to give the Board our thank you (handed Commissioners signed thank you poster).

Vice-Chairman Lievens thanked the 4H groups for coming to the meeting. Stated these students did wonderfully addressing a public body for the first time.

VIII. RESOLUTIONS, SPECIAL TRIBUTES & PRESENTATION —

1. Special Tribute recognizing Mr. Martin Kaufman for his dedication to the Commission on Aging Board.

Mr. Martin Kaufman thanked the Board for their appreciation and read his handout into the record.

2. The Surgical Institute of Monroe Presentation

The Board removed this item.

IX. FINANCE MATTERS

1. Payment of the 10/08/2025 Accounts Payable Current Claims Report in the amount

of \$1,343,766.87.

Motion by Commissioner Hoffman, supported by Commissioner Asper to accept the 10/08/2025 Accounts Payable Current Claims Report for \$1,343,766.87 and approve the Claims for the date and amount presented.

Roll call by Clerk as follows:

AYE			NAY	EXCUSED	ABSTAIN
J Henry Lievens	Brian Lamour	Jay Heinzerling		David Swartout	
David Hoffman	David Vensel				
Greg Moore, Jr.	Dawn Asper				

Motion carried.

- Letter dated October 1, 2025 from Mr. David Thompson, Monroe County Drain Commissioner submitting and requesting approval of the 2025 Annual Report for Special Drainage Assessments in the amount of \$2,812,380.74 and placement on the Grand Levy for spreading of assessments. [Link to Report](#)

Mr. Thompson introduced Aidan Wamer as the new Deputy Drain Commissioner for drains in the office.

Discussion was held.

Motion by Commissioner Heinzerling, supported by Commissioner Hoffman to approve the 2025 Annual Report for Special Drainage Assessments in the total amount of \$2,812,380.74 and move the model resolution be adopted.

Roll call by Clerk as follows:

AYE			NAY	EXCUSED	ABSTAIN
J Henry Lievens	Brian Lamour	Jay Heinzerling		David Swartout	
David Hoffman	David Vensel				
Greg Moore, Jr.	Dawn Asper				

Motion carried.

Motion by Commissioner Heinzerling, supported by Commissioner Lamour to approve the apportionment of 50% of the County of Monroe's at large assessment for Special Drainage Assessments of \$305,732.64 to the Monroe County Board of Road Commissioners by moving the model resolution be adopted.

Roll call by Clerk as follows:

AYE			NAY	EXCUSED	ABSTAIN
J Henry Lievens	Brian Lamour	Jay Heinzerling		David Swartout	
David Hoffman	David Vensel				
Greg Moore, Jr.	Dawn Asper				

Motion carried.

X. CONSENT AGENDA

1. Approval of Non-Claims

- a. Check Register dated 09/26/2025 in the amount of \$ 597,042.81
- b. Check Register dated 10/03/2025 in the amount of \$ 328,965.63

Motion by Commissioner Lamour, supported by Commissioner Asper to confirm the non- claims payments as presented on the agenda for the dates and amounts listed.

Roll call by Clerk as follows:

AYE			NAY	EXCUSED	ABSTAIN
David Hoffman	Jay Heinzerling	Dawn Asper		David Swartout	
Greg Moore, Jr.	Brian Lamour				
David Vensel	J. Henry Lievens				

Motion carried.

XI. COMMUNICATIONS

1. Letter Operations Committee – Report of Committee Chairman from 10/02/2025

Meeting. Link to Operations Committee 10/02/2025 Agenda Packet: [HERE](#)

- a. Letter dated September 24, 2025 from Mr. Jeffery Yorkey, Prosecuting Attorney requesting to eliminate a Victim's Rights Secretary position and add a Victim's Rights Advocate position. This upgrade does not require additional funds and would be effective October 20, 2025.

Motion by Vice-Chairman Lievens, supported by Commissioner Hoffman to accept the communication, place it on file, and approve the elimination of a Victim's Rights Secretary position and the addition of a Victim's Rights Advocate position. This upgrade does not require additional funds and would be effective October 20, 2025.

Roll Call by Clerk as follows:

AYE			NAY	EXCUSED	ABSTAIN
David Hoffman	Jay Heinzerling	Dawn Asper		David Swartout	
Greg Moore, Jr.	Brian Lamour				
David Vensel	J. Henry Lievens				

Motion carried.

2. Letter dated September 30, 2025 from D/Lt. James Jarett, Michigan State Police MANTIS requesting approval to accept the Byrne Justice Assistance Grant award in the amount of \$82,036.00 from the Michigan State Police. No matching funds are required for this grant.

Commissioner Heinzerling stated the Board appreciates the hard work MANTIS does.

Discussion was held.

Motion by Commissioner Heinzerling, supported by Commissioner Lamour to accept the communication, place it on file and approve the request to accept the Byrne Justice Assistance Grant (JAG) in the amount of \$82,036 from the Michigan State Police with no

matching funds required.

Roll Call by Clerk as follows:

AYE			NAY	EXCUSED	ABSTAIN
David Hoffman	Jay Heinzerling	Dawn Asper		David Swartout	
Greg Moore, Jr.	Brian Lamour				
David Vensel	J. Henry Lievens				

Motion carried.

- Letter dated September 25, 2025 from Mr. Michael Woolford, Monroe County Equalization Director submitting the Monroe County Apportionment Report with the Grand Levy for 2025 in the total amount of \$279,141,264.56 and recommending the Board accept and adopt the report. [Link to Report](#)

Mr. Woolford stated this generally sets the millage rates for all the taxing authorities County wide. Discussion was held.

Motion by Commissioner Lamour, supported by Commissioner Hoffman to accept the communication, place it on file and approve the 2025 Monroe County Apportionment Report and the Grand Levy in the amount of \$279,141,264.56.

Roll Call by Clerk as follow:

AYE			NAY	EXCUSED	ABSTAIN
David Hoffman	Jay Heinzerling	Dawn Asper		David Swartout	
Greg Moore, Jr.	Brian Lamour				
David Vensel	J. Henry Lievens				

Motion carried.

- Letter dated October 7, 2025 from Mr. Jason Berry, Community Planning & Engagement Director requesting to be formally appointed as the Grant Administrator for the Monroe County Survey & Remonumentation Program.

Motion by Commissioner Asper, supported by Commissioner Lamour to accept the communication and approve Jason Berry as the Grant Administrator for the Monroe County Survey & Remonumentation Program.

Roll Call by Clerk as follow:

AYE			NAY	EXCUSED	ABSTAIN
David Hoffman	Jay Heinzerling	Dawn Asper		David Swartout	
Greg Moore, Jr.	Brian Lamour				
David Vensel	J. Henry Lievens				

Motion carried.

- Letter dated October 2, 2025 from Mr. Michael Oleszkiewicz Emergency Management Director requesting approval of the FY2026 Local Emergency Management Program's

Initial Work Agreement.

Discussion was held regarding the Directors attendance for future meetings. Mr. Oleszkiewicz also explained what this agreement was.

Motion by Commissioner Hoffman, supported by Commissioner Lamour to accept the communication, place it on file and approve the FY2026 Local Emergency Management Program Agreement.

Roll call by Clerk as follows:

AYE			NAY	EXCUSED	ABSTAIN
David Hoffman	Jay Heinzerling	Dawn Asper		David Swartout	
Greg Moore, Jr.	Brian Lamour				
David Vensel	J. Henry Lievens				

Motion carried.

6. Appointment of Monroe Community Mental Health Authority Board Member
 - a. Letter dated September 24, 2025 from Ms. Rebecca Pasko, Chairperson, Monroe Community Mental Health Authority, requesting the appointment of Mr. John Cullen to the Monroe Community Mental Health Authority for an unexpired term commencing on October 8, 2025 and ending on March 31, 2027.

Motion by Commissioner Asper, supported by Commissioner Lamour to accept the communication, place it on file and approve the appointment of Mr. John Cullen to the Monroe Community Mental Health Authority for an unexpired term commencing October 8, 2025 and ending on March 31, 2027.

Roll Call by Clerk as follows:

AYE			NAY	EXCUSED	ABSTAIN
David Hoffman	Jay Heinzerling	Dawn Asper		David Swartout	
Greg Moore, Jr.	Brian Lamour				
David Vensel	J. Henry Lievens				

Motion carried.

XII. PUBLIC HEARINGS — None

XIII. OLD BUSINESS—

XIV. NEW BUSINESS—

XV. PUBLIC COMMENT—

1. Lisa Graham: Explained she is the CEO for Monroe Community Mental Health Authority. She is very excited to announce last week they opened the first and only Behavioral Health Urgent Care in Monroe County. There will be a community open house and ribbon cutting ceremony in November, hope you can all make it. This is a tremendous resource for our County.

2. Martin Kaufman: Explained there has always been physical brochures regarding Detroit Edison's evacuation available but he did not see them this year. Asked if the brochures could be provided to the public like normal.

XVI. ANNOUNCEMENTS—

XVII. MEMBERS TIME –

Commissioner Moore – Stated the last interaction is a perfection example of how nothing gets by Marty (Martin Kaufman). Explained he has been saying since 2016 that he wishes all boards functioned like the Commission on Aging Board. Further explained this Board has one of the most efficient and well-functioning meetings he has ever attended. Astounded by how well they work together, how they fight for Seniors, how thrifty but effective they are, and how they get the most out of their vendors. They have had great directors, both Jeff and Jason. Stated Marty will be missed but the Board appreciates all that he's done.

Commissioner Swartout – Excused.

Commissioner Lamour – Explained his appreciation towards Mr. Kaufman for his service. Reminded everyone of the construction of Telegraph and explained the negative impact this is having on the companies on this road. Stated if anyone has the time and/or patience to try to give them some business, they would appreciate it.

Commissioner Heinzerling – Echo Commissioner Moore and Commissioner Lamour comments. Thanked Mr. Kaufman for his 29 years of service. It doesn't go unnoticed. Big shoutout to Jefferson football they won 6-0 for the first time since 2006. Great accomplishment, go Bears!

Commissioner Asper – Thanked Mr. Kaufman and stated she has heard great things from her representative on this board and she is thrilled to be serving there. Stated she really appreciates all that they do. Echoed Commissioner Moore's comments. Explained the 2025 Town Hall for Community Mental Health is going to be on October 22nd from 3-5pm at Ellis Library and Reference Center. We are moving forward and doing a really wonderful work. Stated she is very proud of that board and Lisa.

Commissioner Hoffman – Thanked Marty for what he does and thanked all the department heads for coming out tonight. Explained the bike path next to the fairgrounds had some problems with the easements going down the edge of the west side of the fairgrounds but they got it solved. Stated they are finishing up that stretch of the runway now. Explained we need to be careful and make sure we pay attention since there are no signs for these bikers/walkers yet. He also stated he is glad the 4H groups came in tonight and they are the future of our farming lives. Informed the public of an important town hall meeting tomorrow night at the park regarding the 500 acres on Ann Arbor Road.

Vice-Chairman Lievens – Thanked Marty for his committed service of almost three (3) decades to the Commission on Aging. Echo's Commissioner Hoffmans comments recognizing and thanking the 4H participants who came in today. It is a big thing to have the future leader come in and tell us their future plans when there are so many distractions out there like video games. This speaks to a robust and amazing 4H program. Recognized Andrew Clark from the Museum. Stated he attended the October Nights this weekend and

they were fantastic. Asked Grace if she could see that in addition to the website and Monroe news, the Board and Commissions available appointments are shared with Michele with her social media and local publishers in Commissioner Hoffman's area. Stated he would like to see the boards and commissions occupied by folks outside of Monroe City. The Grant Administrator position request hallmarks the important of grants and that other level of revenue that we enjoy beyond the tax base and the services it provides.

Chairman Vensel – Echoed the comments of his colleagues regarding Mr. Kaufman. Explained he couldn't imagine serving on a board for twenty-nine (29) years, let alone leading the board in the role of Chairman or Vice-Chairman for nineteen (19) of those twenty-nine (29) years. This is an absolutely amazing service to our county and thanked Mr. Kaufman for all that he did.

XVIII. ADJOURNMENT - Chairman Vensel adjourned the meeting at 6:55 p.m. with no further business to discuss.

Respectfully submitted by:

A handwritten signature in cursive script that reads "Grace Miles". The signature is written in dark ink on a light-colored background.

Grace Miles
Deputy Clerk/Administrative Assistant
Monroe County Board of Commissioners