

MONROE COUNTY BOARD OF COMMISSIONERS
RESCHEDULED MEETING MINUTES
NOVEMBER 13, 2025

I. CALL TO ORDER

The Monroe County Board of Commissioners held a Rescheduled Meeting in the City of Monroe, on Thursday, November 13, 2025. Chairman David Vensel called the meeting to order at 5:00 p.m.

II. ROLL CALL

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

PRESENT			ABSENT
David Swartout	Brian Lamour		Greg Moore, Jr.
David Hoffman	David Vensel		Jay Heinzerling
Dawn Asper	J. Henry Lievens (arrived at 5:25)		

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

III. PLEDGE OF ALLEGIANCE

Chairman Vensel led the Pledge of Allegiance.

IV. OPENING PRAYER

Deputy Clerk, Grace Miles led the Opening Prayer.

V. APPROVAL OF AGENDA

Motion by Commissioner Lamour, supported by Commissioner Swartout to approve the November 13, 2025 Rescheduled Meeting Agenda as presented.

Roll call by Clerk as follows:

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

Motion carried.

VI. APPROVAL OF MINUTES (11/04/2025 Regular Meeting Minutes)

Motion by Commissioner Swartout, supported by Commissioner Hoffman to approve the minutes as presented for the November 4, 2025 Regular Meeting and waive the reading thereof.

Roll call by Clerk as follows:

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

Motion carried.

VII. PUBLIC COMMENT—

VIII. RESOLUTIONS, SPECIAL TRIBUTES & PRESENTATION —

1. Special Tribute recognizing Mr. Paul Simonton for 19 years of dedication to the Commission on Aging Board.

Commissioner Lamour read the tribute into the record. Mr. Jason Berry and Mr. Martin Kaufman spoke on Mr. Simonton's behalf. They both explained Mr. Simonton was quite influential and had a profound commitment to the Commission on Aging board. They expressed their deepest gratitude and sent thoughts and prayers to his family.

2. Presentation from Mr. Chris Westover, Environmental Health Director regarding the Sanitary Code of Appeals Board.

Mr. Westover explained what happens at the Sanitary Code of Appeals Board Meetings and provided examples of the type of appeals the board may receive. Mr. Westover explained he is having a hard time getting people on this Board and asked if the Board of Commissioners had any recommendations, to send them his way. Mr. Westover also answered the Board's questions.

IX. FINANCE MATTERS

1. Update on status and development of 2026-2027 Budget from Mr. Michael Bosanac, Administrator/Chief Financial Officer.

Michael Bosanac explained the current status of the 2026-2027 budget with no action required on the informational matter.

Discussion was held and Mr. Bosanac explained he is going to move forward with the budget while maintaining the 911 surcharge.

X. CONSENT AGENDA

1. Approval of Non-Claims

- a. Check Register dated 11/07/2025 in the amount of \$ 531,348.80

Motion by Commissioner Asper, supported by Commissioner Swartout 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	David Swartout		Greg Moore, Jr.	
Dawn Asper	Brian Lamour		Jay Heinzerling	
David Vensel	J. Henry Lievens			

Motion carried.

XI. COMMUNICATIONS

1. Letter dated November 5, 2025 from Honorable Michael Brown, 1st Judicial District

Court requesting approval of Mr. Michael D. Lieberman as Attorney Magistrate for the 1st District Court per the Local Administration Order 2025-03.

Tom Graham explained there is a resolution in front of them that takes the same action as the suggested motion. Further explained there have been issues in the past and is hoping to avoid any future issues by adopting this resolution.

Motion by Commissioner Hoffman, supported by Vice-Chairman Lievens to accept the communication, place it on file, approve Mr. Michael D. Lieberman as Attorney Magistrate for the 1st District Court per the Local Administration Order 2025-03 and adopt the complimentary resolution to solidify the appointment and prevent legal concerns.

Roll call by Clerk as follows:

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

Motion carried.

2. Letter dated November 4, 2025 from Mr. Jason Berry, Community Planning & Engagement Director submitting the proposed updates to the Bedford Township Master Plan for review and approval of the County Planner's recommendations.

Motion by Commissioner Lamour, supported by Commissioner Asper to accept the communication, place it on file and approve the recommendations of the County Planner and transmit the recommendations to the Bedford Township Council.

Roll call by Clerk as follows:

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

Motion carried.

XII. PUBLIC HEARINGS — None

XIII. OLD BUSINESS—

1. MIDC Matters

Vice-Chairman Lievens explained the Board had an update from the forensic examiners indicating they needed additional time to mid-December to complete their review. Asked for this item to stay on the agenda until the final report is sent in.

XIV. NEW BUSINESS—

XV. PUBLIC COMMENT—

XVI. ANNOUNCEMENTS—

XVII. MEMBERS TIME –

Commissioner Moore – Excused.

Commissioner Swartout – Passed.

Commissioner Lamour – Passed.

Commissioner Heinzerling – Excused.

Commissioner Asper – Have a good evening everyone.

Commissioner Hoffman – Congratulations Mr. Dale Binecki for winning the election.

Vice-Chairman Lievens – Passed

Chairman Vensel – Passed.

XVIII. ADJOURNMENT - Chairman Vensel adjourned the meeting at 5:56 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 black ink on a white background.

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