

MONROE COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
DECEMBER 16, 2025

I. CALL TO ORDER

The Monroe County Board of Commissioners held a Regular Meeting in the City of Monroe, on Tuesday, December 16, 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
David Swartout	Brian Lamour	Greg Moore, Jr.	
David Hoffman	David Vensel	Jay Heinzerling	
Dawn Asper	J. Henry Lievens	Dale Biniecki	

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

III. PLEDGE OF ALLEGIANCE

Commissioner Hoffman led the Pledge of Allegiance.

IV. OPENING PRAYER

Deputy Clerk, Grace Miles led the Opening Prayer.

V. APPROVAL OF AGENDA

Chairman Vensel stated he would like to take off the closed session as well as the first item under old business due to Ms. Gabis being unavailable tonight. Explained he would like to have it rescheduled for one of the two meetings in January.

Motion by Commissioner Lamour, supported by Commissioner Swartout to approve the December 16, 2025 Regular Meeting Agenda with the above amendment.

Roll call by Clerk as follows:

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

Motion carried.

VI. APPROVAL OF MINUTES (12/09/2025 Rescheduled Meeting Minutes)

Motion by Commissioner Lamour, supported by Commissioner Swartout to approve the minutes as presented for the December 9, 2025 Rescheduled 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	Dale Biniecki			

Motion carried.

VII. PUBLIC COMMENT—

1. Ned Birkey: Provided agricultural updates. Mr. Birkey stated the president signed a bill authorizing money for agriculture and explained how this could help the farming economy. Mr. Birkey also explained how ethanol (also known as renewable aviation fuel) could solve a lot of problems for the environment.

VIII. RESOLUTIONS, SPECIAL TRIBUTES & PRESENTATION —

IX. CLOSED SESSION

1. Closed Session to discuss the Ethics Investigation with Ms. Sarah Gabis

This agenda item was taken off.

X. FINANCE MATTERS

1. Approval of the 12/17/2025 Accounts Payable Current Claims Report in the amount of \$909,372.14.

Motion by Commissioner Swartout, supported by Commissioner Hoffman to approve the 12/17/2025 Accounts Payable Current Claims Report for \$909,372.14 and approve the Claims for the date and amount presented.

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	Dale Biniecki			

Motion carried.

XI. CONSENT AGENDA

1. Approval of Non-Claims
 - a. Check Register dated 12/12/2025 in the amount of \$491,793.66

Motion by Commissioner Lamour, supported by Vice-Chairman Lievens to confirm the non-claims payment as presented on the agenda for the date and amount listed.

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	Dale Biniecki			
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Motion carried.

XII. COMMUNICATIONS

1. Letter dated December 11, 2025 from Sergeant Marjorie Martin, Sheriff's Office requesting approval to submit a FY2025 Patrick Leahy Bulletproof Vest Grant Application in the amount of \$21,450.00 covering 50% of the total cost of the vests at \$42,900.00. If awarded, the County's portion of the total purchase will be funded within the FY2026 Sheriff's Office budget.

Motion by Commissioner Heinzerling, supported by Commissioner Asper to accept the communication, place it on file and approve the submission of a FY2025 Patrick Leahy Bulletproof Vest Grant Application in the amount of \$21,450.00. The total cost of the vests is \$42,900.00 and the County's portion will be funded within the FY2026 Sheriff's Office budget.

Roll call by Clerk as follows:

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

Motion carried.

2. Letter dated December 11, 2025 from Mr. Jeff McBee, Director of Human Resources requesting approval of the Assistant Prosecutors Collective Bargaining Agreement for a period of two (2) years, effective January 1, 2026 and expiring December 31, 2027.

Motion by Vice-Chairman Lievens, supported by Commissioner Heinzerling to approve the new Assistant Prosecutors Collective Bargaining Agreement for a period of two (2) years, effective January 1, 2026 and expiring December 31, 2027.

Roll call by Clerk as follows:

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

Motion carried.

3. Letter dated December 12, 2025 from Mr. Jeff McBee, Director of Human Resources requesting approval of the Letter of Agreement amending Article XX regarding defined benefit pension plan of the existing Collective Bargaining Agreement between the County of Monroe, the Monroe County Sheriff, and the Police Officers Association of Michigan (POAM) Deputy Sheriffs.

Motion by Vice-Chairman Lievens, supported by Commissioner Hoffman to approve the Letter of Agreement amending Article XX regarding defined benefit pension plan of the

existing Collective Bargaining Agreement between the County of Monroe, the Monroe County Sheriff, and the Police Officers Association of Michigan (POAM) Deputy Sheriffs.

Roll call by Clerk as follows:

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

Motion carried.

4. Resolution to Amend the Monroe County 2025 General Fund Budget

Motion by Commissioner Swartout, supported by Commissioner Lamour to accept the communication, place it on file and approve the Resolution to Amend the Monroe County 2025 General Fund Budget.

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	Dale Biniecki			

Motion carried.

XIII. PUBLIC HEARINGS —

XIV. OLD BUSINESS—

1. Investigation Funding Discussion

Chairman Vensel stated this will be discussed at a different meeting.

2. Michigan Indigent Defense Commission Update

Vice-Chairman Lievens stated there is nothing to report at this time and he does not anticipate anything until January.

XV. NEW BUSINESS—

XVI. PUBLIC COMMENT—

XVII. ANNOUNCEMENTS—

XVIII. MEMBERS TIME –

Commissioner Biniecki – Wished everyone a Merry Christmas and stated we live in wonderful County where there are a lot of things to do like the tree lighting and Christmas in Ida. Reminded the public to volunteer this season.

Commissioner Moore – Merry Christmas to everyone.

Commissioner Swartout – Merry Christmas everybody.

Commissioner Lamour – Merry Christmas and Happy New Year.

Commissioner Heinzerling – Merry Christmas.

Commissioner Asper – Merry Christmas and she is hoping everyone will learn more about our Savior which will make this season much more meaningful. Echoed Commissioner Biniecki in regards to volunteering because we are blessed to have everything we need so reaching out to help during this season is always helpful.

Commissioner Hoffman – Merry Christmas and have safe holidays. Remember the real reason of the season is Jesus. Amen.

Vice-Chairman Lievens – Merry Christmas and Happy New Year.

Chairman Vensel – Merry Christmas and Happy New Year. Stated he looks forward to making tremendous progress in the next year with this County board and the County in general.

- XIX. ADJOURNMENT - Chairman Vensel adjourned the meeting at 6:16 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 background.

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