

Vassar Township Board of Trustees  
Regular Meeting – January 10, 2012  
Phone: (989) 823-3541

4505 W. Saginaw Rd  
PO Box 1651  
Vassar, MI 48768

The meeting was called to order by Supervisor Forbes at 7:00pm  
The pledge was led by Supervisor Forbes.

Roll Call:

Present: Clerk Clinesmith, Supervisor Forbes, Trustee Stadler, Trustee Gray  
Excused Absence: Treasurer Stack

Approval of Minutes:

Motion by Gray, supported by Forbes to approve the December 13, 2011 minutes  
with 5 corrections  
Vote 4-0 MOTION CARRIED

Treasurer's Report:

Motion by Forbes, supported by Stadler to accept the treasurer's report in the  
amount of \$18,844.99  
Vote 4-0 MOTION CARRIED

No Trustee's Report:

Zoning Administrator's Report: See attached

Guests:

Anderson, Tuckey, Bernhardt & Doran PC: Gary Anderson gave his report of the  
township's audit to the township board

Communications:

FEMA – FEMA informed Vassar Township that it has until April 3, 2012 to adopt or  
submit a floodplain management ordinance that meets NFIP (National Flood  
Insurance Program) requirements to avoid suspension from the NFIP

Saginaw Asphalt: A Payment of \$13,268.22 was issued to the township for  
22,133.70 tons at \$.60/ton

Road Commission Task Force: There are plans to pave Vassar Road. Donald  
Clinesmith informed the board that there are plans to redo the bridge in Vassar,  
closing one or both lanes.

Davis Engineering: Still waiting for zoning maps from Davis Engineering

Grant Agreement Electronic QVF Poll Book: The State of Michigan is offering grants  
for Electronic Poll Book Equipment

Motion by Forbes, seconded by Stadler to apply for Electronic QVF Grant  
Vote 4-0 MOTION CARRIED

Old Business:

Voting Machine: A check was received for the voting machine, the machine is coming tomorrow.

Unbilled Fire Runs from 2008 & 2009: Township attorney Gary Howell recommended the township bill for the fire runs, but not take the people to court.

Driveway Permits:

Motion by Forbes, supported by Clinesmith to no longer do driveway permits  
Vote 4-0 MOTION CARRIED

IRS Update: The 2008 W2 and W3 forms are done, waiting on a Q1 2008 941X from treasurer to include with forms to send to IRS

Policy on only Treasurer Collecting Money: Township attorney recommended only the treasurer should handle the money

New Business:

W-4 and I-9 Compliance: Clerk Clinesmith informed the board state and federal law requires the township to retain these forms. W-4, I-9, and emergency contact forms were passed out to the board.

Fire Run Payment Policy: People have requested to pay in payments. The board discussed the issue, including 90 days to pay the bill. Onna Clinesmith discussed a Promissory Note, and urged the board to choose someone to take overdue bills to small claims court.

Motion by Forbes, seconded by Stadler to send out a letter to those at 90 days to give 14 more days before taking to small claims court  
Vote 4-0 MOTION CARRIED

Garbage Refund: The board had received several refund requests.

Motion by Forbes, seconded by Gray to remove the garbage assessment from Rudolph Kosha, 5774 Rupprecht, Parcel Number 020-018-000-3700-07 and to reimburse for overpayment for 2011  
Vote 4-0 MOTION CARRIED

Supervisor Forbes read Resolution #017-05 from 2005 stating that the board would no longer issue refunds for special assessment tax for garbage on properties that contain a residence or domicile that may be used as a dwelling. He then read the motion by the Webbs in 2008 rescinding the motion. He stated the township attorney advised that it was an improper motion as there was no public hearing on a change of a special assessment and that resolution #017-05 is still in effect. On that basis Supervisor Forbes stated that no more garbage refunds would be given to properties that contain a residence.

ArcGIS Maps Training for Assessor: The assessor sent a letter to the board requesting assistance for training on the ArcGIS maps.

Motion by Forbes, supported by Gray that the township pays for the assessor's training to update the ArcGIS maps  
Vote 4-0 MOTION CARRIED

Tall Grass Amendment: The township attorney was out of town and there was a death in the law firm, so there was no information on this amendment

Public Comment:

Bruce Foether inquired about and welcomed the new guest at the meeting

Rhonda Schultz asked if the township needed to redo parcels with a dwelling to update garbage assessment

Bruce Foether responded that residents would have to come back every year for a rebate

Onna Clinesmith read part of the Vassar Township Fire Ordinance from 2009 and 2011 and stated that the township needs to follow the ordinance and designate someone to take the unpaid bills to court

Ben Partridge stated that the law is the law, but the board is allowed to make exceptions

Charles Stadler stated that the township needs to put an article in the paper that the Vassar Township fire ordinance will be enforced

Motion by Forbes, supported by Gray to rescind the motion to send out a letter to those over 90 days giving 14 more days  
Vote 3-1 MOTION CARRIED

Rhonda Schultz asked for the amount listed in the Aggregate account

Motion by Forbes, supported by Stadler to send the clerk to small claims court to collect for fire run with the supervisor as backup  
Vote 3-1 MOTION CARRIED

Motion by Forbes, supported by Gray to adjourn.  
MOTION CARRIED

Meeting adjourned at 9:00pm.

Minutes Prepared by Clerk Clinesmith

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Vassar Township Clerk

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Vassar Township Supervisor