

Supervisor Forbes called the meeting to order at 7:05pm.
The pledge was led by Supervisor Forbes.
There was a moment of silence in remembrance of the Connecticut school tragedy.

Roll Call:

Present: Gray, Tester, Forbes, Clinesmith, Stack
Absent: None

Motion by Gray, supported by Forbes, to approve the December 11, 2012 minutes as written.
Vote 5-0, MOTION CARRIED.

Motion by Gray, supported by Forbes, to approve the December 19, 2012 minutes with the \$ correction.
Vote 5-0, MOTION CARRIED.

Treasurer's Report:

Motion by Forbes, supported by Gray, to approve the payables in the amount of \$14,092.40.
Vote 5-0, MOTION CARRIED.

Planning Commission Liaison Report presented by Bill Gray.

Zoning Administrator's Report presented by Curtis Pennell.

Assessor's Report by Debby Valentine read by Forbes.

Communications:

DEQ Flood Insurance:

Clinesmith read a letter from the DEQ about the increase of cost in flood insurance coverage offered by the Federal Government.

Cass River Greenway Projects:

The township was sent a packet of information about the Cass River Greenway Project. Forbes read some of the material. A person will be attending the township meeting in February to discuss the project.

Old Business:

Garbage Assessment Removal, Donald Rau, Parcel 020-012-000-0700-03

Motion by Forbes, supported by Stack to remove the garbage special assessment from Donald Rau's property, parcel # 020-012-000-0700-03.
Vote 5-0, MOTION CARRIED.

MTA Training:

Clinesmith, Stack, and Tester discussed some of the information they learned at the MTA training classes in Frankenmuth on December 20, 2012.

Appointment of Board of Review

Motion by Forbes, supported by Tester to reappoint Mel Jacobs to the Board of Review for 2013 and 2014.
Vote 5-0, MOTION CARRIED.

Cyberlink Backup and Web Page Bids, and Facebook:

There was a little discussion about the bids. Tester suggested a person who may be interested in developing the web page at a lower cost, and it was suggested he submit a bid to the township. The township has not yet done anything with the Facebook page, and is looking to get more information from Cyberlink on how to develop it.

Esri bid for ArcGIS:

There was some discussion on the usefulness of the software to create maps for the township. There will be a class on the software at the MTA training in Detroit.

Motion by Forbes, seconded by Tester, to postpone a decision on Esri bid until the February meeting.

Vote 5-0, MOTION CARRIED.

Purchase Orders:

There was a lengthy discussion about purchase orders, how to use them, when to use them, and needing to have a policy in place to use them.

Motion by Forbes, supported by Clinesmith to rescind the previous motion to utilize purchase orders.

Vote 2-3, MOTION FAILED.

Motion by Forbes that the three people in favor of using purchase orders come up with a policy for using purchase orders.

Motion died for lack of support.

Motion by Stack that no one is allowed to purchase on credit, but that a person has to purchase with their own money and bring the receipt to the township to be reimbursed and okayed in the check register.

Motion died for lack of support.

Motion by Clinesmith, supported by Tester to postpone the use of purchase orders until a policy is in place, which should be brought to the board by the March 2013 meeting.

Vote 4-1, MOTION CARRIED.

New Business:

New Flags:

Clinesmith brought up that yellow fringe on a flag was a source of controversy, there was some discussion on the issue with no action taken by the board.

Appointment of Board of Review:

Motion by Forbes, supported by Tester, to appoint Frederick Welsh to the Board of Review for the 2013-2014 term.

Vote 5-0, MOTION CARRIED.

Appointment of Zoning Board of Appeals:

Motion by Forbes, supported by Stack to appoint Robert Walker to the Zoning Board of Appeals for the term ending October 2015.

Vote 5-0, MOTION CARRIED.

Key Policy:

Clinesmith drafted a Vassar Township Key Policy and read it to the board.

Motion by Clinesmith, supported by Gray to postpone approving the Vassar Township Key Policy until the February Meeting.
Vote 5-0, MOTION CARRIED.

Record of PC, Zoning and Assessor Reports:

Motion by Clinesmith, supported by Forbes to have the Planning Commission, Zoning and Assessor's reports kept on file in the clerk's office instead of being inserted into the minutes.
Vote 5-0, MOTION CARRIED.

Internal Audit:

Motion by Forbes, supported by Clinesmith that a trustee be responsible for the inner audit to review the payables of the township before the township meeting.
Vote 5-0, MOTION CARRIED.

Public Comment:

Russ Fall asked about the state revenue check and the assessor's contract.

John Stack asked about the deadbolt on the back door.

Motion by Forbes, supported by Gray to adjourn.
Vote 5-0, MOTION CARRIED.

Meeting Adjourned at 8:50pm.

Minutes prepared by Clerk Clinesmith.

Vassar Township Clerk

Vassar Township Supervisor