

Vassar Township Board of Trustees
Regular Meeting – July 9, 2013
Phone: (989) 823-3541

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

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

Roll Call:

Present: John Stack, Michael Clinesmith, Bob Forbes, Sam Tester, Bill Gray
Absent: None

Motion by Gray, supported by Tester, to approve the June 11, 2013 minutes with no corrections.
Vote 5-0, MOTION CARRIED.

Motion by Gray, supported by Forbes, to approve the June 27, 2013 budget workshop minutes with no corrections.
Vote 5-0, MOTION CARRIED.

Motion by Tester, supported by Gray, to approve the June 29, 2013 special meeting/budget hearing minutes with no corrections.
Vote 4-0, with one abstention. MOTION CARRIED.

Treasurer's Report by John Stack:

Motion by Clinesmith, supported by Tester to approve the payables in the amount of \$23,861.93 but holding check 16764 and 16773 until further explanation of the billing charges.
Vote 5-0, MOTION CARRIED.

Trustee's Report presented by Bill Gray filed with clerk.

Zoning Administrator's Report presented by Curtis Pennell filed with clerk.

Assessor's Report read by Bob Forbes and filed with clerk.

Library Board Report presented by Tom Borcharding
Tom Borcharding mentioned 150 kids and 20 adults were involved with the summer reading program, and an upcoming dig into the Cass River was scheduled.

Fire Run Report:

A list of names was presented to the board for past due fire runs.

Motion by Clinesmith, supported by Forbes to take Wilburn Whitaker for November 3, 2010, Harry Sziber for July 20, 2011 and Jason Whitaker for January 13, 2012 fire runs to small claims court.
Vote 5-0, MOTION CARRIED.

Motion by Clinesmith, supported by Forbes to drop claims against Wilburn Whitaker for the June 14, 2011 and Shane Benner for December 3, 2011 fire runs.
Vote 5-0, MOTION CARRIED.

Communications:

Vassar Fire Chief/City Manager

Forbes met with the City Manager and Fire Chief and they stated they would work with the township to give better reports on fire runs.

Motion by Clinesmith, supported by Forbes to void the outstanding check and approve a new check for the costs to take the cases to small claims court.
Vote 5-0, MOTION CARRIED.

Report:

Clerk Conference:

Clerk Clinesmith discussed parts of the conference, there was a clerk 101 class which gave an overview of the many responsibilities of clerks, a day for MAMC organizational meeting, and a day with shorter classes, with topics on leadership, and a small township townhall discussing among other things I-9 forms, employment, township manuals.

Meeting recessed at 7:53pm.
Meeting reconvened at 7:57pm.

Communications:

Annual Meeting – Zoning Administrator Salary:

The electors of the township recommended a \$100/month raise of the Zoning Administrator's Salary.

Forbes offered Resolution 16-2013, supported by Tester, approving the Zoning Administrator Salary at \$700/month.

Roll Call: Gray-Yes, Stack-Yes, Forbes-Yes, tester-Yes, Clinesmith-Yes
Vote 5-0, RESOLUTION CARRIED.

Michele Deo – Website Request:

Stack read part of the email from Michele Deo showing interest in improving the township web site.

Motion by Forbes, supported by Gray to postpone decision on website request until Michele is present at meeting to give details on the request.
Vote 5-0, MOTION CARRIED.

Old Business:

Zoning Maps:

Discussion of the zoning maps would be discussed at the Planning Commission Thursday.

Road Commission – Gravel for Miller Road & Freewald Turnaround

The township has enough gravel set aside – 750 tons for Miller Road and 150 tons for the Freewald Turnaround.

Motion by Forbes, supported by Tester to contact the Road Commission to get a bid to get work done on Miller and Freewald Roads.

Vote 5-0, MOTION CARRIED.

New Business:

Meeting Schedule:

Resolution 15-2013 offered by Clinesmith, supported by Forbes to Adopt the 2013-2014 Meeting Schedule:

Now, therefore, be it resolved that the Vassar Township Board of Trustees that the Vassar Township Board of Trustees approve the following dates for its regular meetings for the 2013-2014 fiscal year. Each meeting will be at 7:00 PM located at Vassar Township Hall, 4505 W. Saginaw Rd, Vassar, MI 48768. Phone: (989) 823-3541

Tuesday, July 9, 2013
Tuesday, September 10, 2013

Tuesday, August 13, 2013
Tuesday, October 8, 2013

Tuesday, November 12, 2013
Tuesday, January 14, 2014
Tuesday, March 11, 2014
Tuesday, May 13, 2014

Tuesday, December 10, 2013
Tuesday, February 11, 2014
Tuesday, April 8, 2014
Tuesday, June 10, 2014

Roll Call: Gray – Yes, Tester – Yes, Forbes –Yes, Clinesmith – Yes, Stack - Yes
Vote 5-0, RESOLUTION CARRIED.

Budget Amendment:

Resolution 17-2013 offered by Clinesmith, seconded by Tester to Amend the 2013-2014 Budget in the following way:

Add	\$2,341.00 to CARRYOVER BALANCE,	bringing it to \$261,752.22
Add	\$4,500.00 to METRO ACT,	bringing it to \$4,500.00
Add	\$1,200.00 to ZONING ADMINISTRATOR SALARY,	bringing it to \$8,400.00
Add	\$5,000.00 to LAW ENFORCEMENT CONTRACT,	bringing it to \$80,000.00
Add	\$641.00 to ROAD WORK REGULAR,	bringing it to \$176,135.62

Changing total revenues and expenses for general budget to \$674,876.22

Roll Call: Forbes – Yes, Clinesmith – Yes, Tester – Yes, Gray – Yes, Stack – Yes
Vote 5-0, RESOLUTION CARRIED.

Zoning Board of Appeals Appointment:

The township received a letter form Debee Byrd requesting to be reappointed to the ZBA.

Motion by Forbes, supported by Clinesmith to reappointed Dedee Byrd to the Vassar township ZBA with term expiring October 2016.

Vote 5-0, MOTION CARRIED.

Notice of Appointments:

Motion by Clinesmith to put in the Advertiser a notice that the township is interested in people for the Planning Commission, ZBA and Recreation Committee.

Motion died for lack of support.

Meeting recessed at 8:39pm.
Meeting reconvened at 8:41pm.

Board of Review:

It was mentioned that the Board of Trustees should set the time for the Board of Review even if it doesn't change the date.

Motion by Clinesmith supported by Forbes that the Board of Review meet at 7:00pm on July 16, 2013.

Vote 5-0, MOTION CARRIED.

Public Comment:

Bill Gray asked about the status of the Freedom Of Information Act (FOIA) request.

Ben Partridge asked about the Township's Policy Manual, and stated that the board already has one.

Dan Jones asked about the special land use permit that was denied.

Bob Forbes stated that the township attorney stated an appeal would next go to the ZBA and no application has yet been received. Supervisor Forbes gave a few reasons he felt the permit was denied.

Janice Zawol gave a report about the Cass River Greenway. A copy was filed in the clerk's office.

Fred Welsh volunteered to see what other townships are doing with their websites to assist the township in develop a list of requirements for the site. He also suggested the board get a flat-screen.

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

Meeting Adjourned at 8:52pm.

Minutes prepared by Clerk Clinesmith.

Vassar Township Clerk

Vassar Township Supervisor