

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

Roll Call:

Present: Tom Borcharding, Michael Clinesmith, Bruce Foether, John Stack, Bill Gray
Absent: None

Minutes for Regular Meeting November 15, 2016:

Motion by Gray, seconded by Borcharding to approve the November 15, 2016 regular meeting minutes with corrections.

Vote 4-1, MOTION CARRIED.

Reports:

Treasurer's Report by John Stack:

Treasurer's Report presented and filed with the Clerk.

There was discussion about paying elected officials for the end of their terms and putting members on the same pay schedule. There was a page distributed from MCL 408.477 regarding payment of wages.

Motion by Stack

Clinesmith did not get the motion written down and asked for it to be repeated. Stack refused to repeat the motion and stated he wanted it in writing why Clinesmith did not get Stack's motion.

(Add) This explanation was not given at the meeting but is an after the fact response to Stack's request.

Clinesmith's explanation: Stack said the motion too quickly and it was long and detailed; I was looking through the meeting packet to see the check numbers he was referencing. It takes time to write a motion down, he refused to repeat it, and with short-term memory being about 15 seconds I was not able to write it down.

Discussion was tabled for guests.

New Business:

Anderson, Tuckey, Bernhardt & Doran, P.C. Audit:

Jamie Peasley for Anderson, Tuckey, Bernhardt & Doran went through the Township's audit report. She stated the corresponding letter is the best that could be given. She discussed additional questions about managing the park funds, and mentioned that all the officials should be on the same pay period.

Hartleb Agency – Insurance:

David Bellingar from Hartleb Agency discussed the Township's insurance plan for the next year. The company has free attorney services and the insurance provides both injunctive and declaratory relief.

RESOLUTION 28-2016: Approving Insurance Contract with Ted Hartleb Agency

WHEREAS, MCL 41.110b authorizes township to make contracts of insurance with an insurance company,

WHEREAS, Vassar Township needs to be prepared for various unfortunate circumstances;

WHEREAS, The Ted Hartleb Agency insurance company will cover these circumstances;

NOW, THEREFORE, BE IT RESOLVED that the Vassar Township Board of Trustees approve the Ted Hartleb Agency’s Michigan Municipal Insurance Coverage Proposal for the year 2017 for a total of \$8,176.

The foregoing resolution offered by Board Member Bruce Foether and supported by Board Member Tom Borcharding.

Upon roll call vote, the following voted **“Aye” (5):** **Gray, Stack, Foether, Clinesmith, Borcharding**

“Nay” (0): *None*

The Supervisor declared the resolution adopted.

Library Report by Onna Clinesmith read by Bruce Foether

Fire Run Report by Michael Clinesmith and Onna Clinesmith
There were two fire runs being questioned. One had an incorrect address, with the other, a person was hit by a car and the driver was not at fault. There were questions on how to address this billing.

The discussion went back to the Treasurer’s report.

Treasurer’s Report:

Meeting recessed at 8:25pm for the Clerk to check on Gray’s pay.
Meeting called to order at 8:32pm.

Motion by Stack, seconded by Borcharding, that checks 18314, 18315, 18318, 18319, 18321 be voided with new checks as regular pay upon further investigation on information the clerk is presenting on deductions from payables from December 13, 2016 payables. With the corrections, John Stack’s pay normally \$823.50, I’m going to remove the \$100 that is normally deducted, making it \$923.50, Michael Clinesmith’s pay normally \$847.67, and Bill Gray’s pay normally \$210.34 including a Planning Commission meeting to be issued tonight.

Clinesmith requested a roll call.

Roll Call: Borcharding – Yes, Gray – Yes, Clinesmith – No, Stack – Yes, Foether – Yes

Vote 4-1, MOTION CARRIED.

Motion by Foether, seconded by Borcharding to void check 18337, add a check to Bob Forbes for \$50 for phone and R&R Excavating and Trucking Co. for \$550, and eCivis for \$690.00 and void check 18343 and make adjustments to the Internal Revenue Service.

Vote 4-1, MOTION CARRIED.

Motion by Foether, seconded by Gray to approve the December 2016 payables with the changes made in the amount of \$29,870.53 plus IRS taxes.

Clinesmith requested a roll call.

Roll Call: Clinesmith – No, Foether – Yes, Borcharding – Yes, Gray – Yes, Stack – No

Vote 3-2, MOTION CARRIED.

Motion by Stack, seconded by Foether to have the Township absorb the cost for the August 13, 2016 incident F-1108 in front of 4960 Brown Road fire run.

Vote 5-0, MOTION CARRIED.

Motion by Clinesmith, seconded by Foether to approve the purchase of GIS software and put it on the next month's payables after the bill is received.

Vote 5-0, MOTION CARRIED.

The Trustee's, Zoning Administrator, Clerk's, Assessor, and other reports were not read; all but the Trustee's report were attached to the agenda.

New Business:

Budget Amendment:

RESOLUTION 30-2016: Amendment of 2016-2017 Budget

WHEREAS, the Uniform Budgeting and Accounting Act, Act 2 of 1968 prescribes that the state treasurer prescribe minimum auditing procedures and standards,

And **WHEREAS**, the Michigan Department of Treasury Uniform Budget Manual of 2001 in sections 17 and 18 requires amending the budget when a deviation such as expenditures exceeding the budget occurs,

And **WHEREAS**, The township has noticed such a deviation in its budget,

NOW, THEREFORE, BE IT RESOLVED that the Vassar Township Board of Trustees adjust its budget in the following way:

Add \$ 600.00 to DEPUTY CLERK-WAGES, bringing it to \$ 2,300.00

The foregoing resolution was offered by Board Member Bruce Foether and supported by Board Member John Stack.

Upon roll call vote, the following voted "Aye" (4): **Borcherding, Foether, Gray, Stack**

"Nay" (1): **Clinesmith**

The Supervisor declared the resolution adopted.

There was discussion about the attorney budget line item; changes to this was suggested to be put off until next month.

RESOLUTION 31-2016: Amendment of 2016-2017 Budget

WHEREAS, the Uniform Budgeting and Accounting Act, Act 2 of 1968 prescribes that the state treasurer prescribe minimum auditing procedures and standards,

And **WHEREAS**, the Michigan Department of Treasury Uniform Budget Manual of 2001 in sections 17 and 18 requires amending the budget when a deviation such as expenditures exceeding the budget occurs,

And **WHEREAS**, The township has noticed such a deviation in its budget,

NOW, THEREFORE, BE IT RESOLVED that the Vassar Township Board of Trustees adjust its budget in the following way:

Vote 5-0, MOTION CARRIED.

Motion by Foether, seconded by Borcharding to accept Fred Welsh, Bob Forbes and Erica Aymer as Board of Review appointment, and Dan Zuzula and Kendall Woodruff as Board of Review Alternate appointments from January 1, 2017 to December 31, 2018.

Clinesmith requested a roll call.

Roll Call: Clinesmith – No Borcharding – Yes, Foether – Yes, Stack – Yes, Gray – Yes

Vote 4-1. MOTION CARRIED.

Foether stated he wanted it published in the paper the Township was looking for secretary and ZBA applications and resumes. Clinesmith suggested doing the same for the Zoning Administrator.

Motion by Clinesmith, seconded by Gray to appoint Bruce Foether as Zoning Administrator until another Zoning Administrator is approved, paying gas allotment for the time serving as Zoning Administrator and only paying for the Supervisor's phone.

Clinesmith requested a roll call.

Roll Call: Stack – Yes, Foether – No, Gray – Yes, Clinesmith – Yes, Borcharding – Yes

Vote 4-1, MOTION CARRIED.

Posting for the Attorney:

Motion by Foether, seconded by Borcharding that as of December 31, 2016 that the Township has no attorney besides MTA and the insurance company, because we are not renewing the present attorney's contract. We will post in the Saginaw, Flint, Lansing, and Tuscola newspapers for attorneys.

Clinesmith requested a roll call.

Roll Cal: Gray – No, Stack – Yes, Foether – Yes, Clinesmith – No, Borcharding – Yes

Vote 3-2, MOTION CARRIED.

Digital Sign:

There were a couple quotes in the meeting packet, but discussion was to be postponed until the next meeting.

Parks & Recreation Committee – Dates:

Motion by Foether, seconded by Borcharding to appoint to the Parks & Recreation Committee:

Russ Fall, term ending October 31, 2019,

Don Clinesmith, term ending October 31, 2018,

Janice Zawol, term ending October 31, 2017,

Bob Reil, term ending October 31, 2018,

Sam Tester, term ending October 31, 2017,

also, after staggering the Parks & Recreation Committee terms are to be 3 years.

Clinesmith requested a roll call.

Roll Call: Borcharding – Yes, Clinesmith – No, Foether – Yes, Stack – Yes, Gray – Yes

Vote 4-1, MOTION CARRIED.

Don Roberts – Dirt of Hanes Rd:

Regarding the ditch petition approved by the Township the previous month, the Tuscola County Road Commission contacted the Supervisor telling him affidavits are needed from all the people that segment of Brown Road. The Supervisor asked Bob Forbes to contact the person submitting the petition.

The Supervisor mentioned another section of road needing dirt that will need to be addressed in the spring.

East Line of the Park Surveyed:

The Supervisor requested the Secretary get bids from local surveyors to survey the east line of the Township park property.

Public Comment:

Russ Fall thanked Bob Reil for the fill dirt in the park for the playground for a good price.

Onna Clinesmith asked where the vacancies for the Parks and Recreation Committee were posted. How many applications did the Township receive for the Parks and Recreation Committee?

Bruce Foether stated he did not have any applications for that committee on him right now.

Michael Clinesmith stated he did not receive any applications for the committee.

Ben Partridge stated that the Board should check its wording in its motion, if it appointed members to the Committee. He also asked who was going to post the notice in the paper, another month could go by with no notice.

There were comments regarding the recreation motion. Clinesmith read the motion which used the word "appoint", there were comments that the motion should have instead used the words "to make the term dates."

Fred Welsh stated he was on the Planning Commission and Parks and Recreation Committee, and it takes him four hours to do minutes. To additionally put a posting up would be worth more than the \$25 being offered for the position.

There were more comments about the notices.

Michael Clinesmith mentioned the online training classes that were going to expire soon.

Nancy Zuzula stated that Silverlight needed to be updated, and an administrator code is needed.

There was crosstalk about the Township's laptop.

Bob Forbes asked for Merry Christmas to be placed on the sign.

Motion by Stack, seconded by Borcharding to have the Secretary publish notices for the ZBA, Zoning Administrator, Parks and Recreation Committee, Secretary, Board of Review and Planning Commission, and the Clerk publish the notice for the lawyer until adjustments are made on the Township's policies and procedures.

Clinesmith requested a roll call.

Roll Call: Gray – Yes, Borcharding – Yes, Clinesmith – Yes, Stack – Yes, Foether – Yes
Vote 5-0, MOTION CARRIED.

Don Clinesmith stated Russ Fall typed up some information regarding the park grants and gave a sheet to the Supervisor.

Foether stated we will bring it up as new business in January.

Don Clinesmith wanted to thank the new Board; this is an extremely hard time. Some places have 5 new board members. He has been against wages for the park board, and didn't want it to be a commission. Now the Township is going to pay money for the Park Board like the Planning Commission which will go into people's pockets, but that money is not going to the park. He mentioned that Bruce said before he wasn't going to make motions. He wished "Merry Christmas" from the Parks and Recreation Commission and mentioned walking the trails.

Michael Clinesmith stated the motion the previous month was not legal to make a commission, so the group should still go with the term "Recreation Committee".

Fred Welsh requested the actual requirements, saying, "Please send it to me."

John Stack thought the motion used the word "Commission" because it was used in the resolution.

Michael Clinesmith stated the resolution said "Recreation Board."

Motion by Gray, seconded by Borcharding to adjourn.
Vote 5-0, MOTION CARRIED.

Meeting Adjourned at 11:02pm.

Minutes prepared by Clerk Clinesmith.

Vassar Township Clerk

Vassar Township Supervisor