

823-3541

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

Supervisor Foether mentioned that if the meeting went past 9:30pm, he would go to public comment at that point and call a special meeting. He also stated people need to raise their hand before speaking.

Minutes:

Motion by Gray, seconded by Borcharding to approve the May 9, 2017 regular meeting minutes as written.

Vote 5-0, MOTION CARRIED.

Motion by Borcharding, seconded by Gray to approve the May 18, 2017 special meeting minutes with corrections.

Vote 5-0, MOTION CARRIED.

Motion by Gray, seconded by Foether to approve the May 18, 2017 budget workshop minutes as written.

Vote 5-0, MOTION CARRIED.

Motion by Foether, seconded by Borcharding to approve the June 5, 2017 budget workshop minutes as written.

Vote 5-0, MOTION CARRIED.

New Monitors from Cyberlink:

Motion by Foether, seconded by Borcharding to pay Cyberlink \$599.96 for new monitors for the Township computers.

Vote 5-0, MOTION CARRIED.

Reports:

Treasurer's Report by John Stack:

Treasurer's report was presented and filed with the Clerk.

Motion by Foether, seconded by Gray to keep the election official checks on the May payables instead of the June payables.

Vote 5-0, MOTION CARRIED.

Motion by Foether, seconded by Gray to add a check of \$97.10 to Michael Clinesmith for mileage and a parking fee to Lansing.

Vote 5-0, MOTION CARRIED.

Motion by Foether seconded by Gray to approve the June 2017 payables with the change in the amount of \$26,115.42.

Vote 5-0, MOTION CARRIED.

The Trustee, Assessor and Zoning Administrator reports were in the meeting packet.

Bill Gray mentioned requests from the Planning Commission to the board:
A request for a \$100 fine to enforce park rules
A request to change the wording in the Blight Ordinance
A request to require businesses to register with a \$100 penalty for not doing so
A request to purchase red books

Motion by Foether, seconded by Gray to purchase 25 new red books from MTA and put them in the next budget year.
Vote 5-0, MOTION CARRIED.

Kendall Woodruff mentioned there is a new complaint form for residents to use available in the hall.

Correspondence:

Tuscola County Road Commission Meeting:

There was information regarding the Tuscola County Road Commission Meeting in the meeting packet.

Guest:

Library – Christian Dunham:

Christian Dunham the library director mentioned some of the activities going on at the library including downloads, new computers, wireless printing, and the summer reading program. Tom Borcharding's term of office as library representative also ends in June.

Motion by Foether, seconded by Gray to appoint Tom Borcharding as one of the Vassar Library Board representatives, with term ending June 2021.
Vote 5-0, MOTION CARRIED.

New Business:

There was mention of the survey the Planning Commission was working on for the master plan.

The Supervisor mentioned the days he was taking off over the next month.

Christian Dunham discussed remote libraries and his interest in having one at the Township Park.

Motion by Foether, seconded by Borcharding to accept the library box for Vassar Township Community Park and when the box is received, place it by the bulletin board.
Vote 5-0, MOTION CARRIED.

Nancy Zuzula mentioned that Republic Services suggested to her regarding recycling that to place the recycling container on one side of the driveway and trash bins on the other.

John Stack brought up about help needed with folding the newsletter. Gray and Foether offered to help.

Set the Date for Budget and Annual Meeting: Meeting Dates and Time:

Motion by Foether, seconded by Borcharding to set the budget hearing for June 24, 2017 at 10am with the annual meeting following the budget meeting.
Vote 5-0, MOTION CARRIED.

RESOLUTION #17-2017: Adoption of 2017-2018 Meeting Schedule

Budget Link for Park Donations and Total to Date:

There was a request from park members to have the Township save and record donations to the park to be used for recreation. There was some discussion about the budget and how to record the donations.

Tuscola County Road Commission:

In the meeting packet there were estimated prices to work on Hess and Washburn Rd. There was also a Township Agreement from the Road Commission for the Township to pay the costs for a Ditch Petition Survey. There was discussion about the Township paying this cost. The Clerk went to his office and retrieved the signed petition from the office and showed it to the Supervisor. The Supervisor said he would contact the Road Commission about the matter.

LEAD Tuscola:

Clerk Clinesmith is graduating from LEAD Tuscola program and described the program, which is a leadership development program involving classes, and trips to various county offices and a trip to Lansing. The Township was contacted by the Advertiser about purchasing an advertisement congratulating Clinesmith for his graduation from the program.

Motion by Foether to buy a 2" X 3" ad for \$54 in the Tuscola County Advertiser to congratulate Michael Clinesmith for graduating from the LEAD Tuscola program and to have a check written and included in the June payables.

Motion failed for lack of a second.

MTA Professional Development Retreat:

The Michigan Townships Association is offering retreats for the differing Board positions over the months of July and August. All five Board members stated they were interested.

Motion by Foether, seconded by Borcharding to approve the training for all Board members to be paid by a check to MTA by July 5, 2017.

Vote 5-0, MOTION CARRIED.

MTA Principles of Governance:

The Township received a letter and principles of governance that it encouraged all Boards to adopt. The Clerk read the letter and the Principles of Governance. The Supervisor said that not just the Board but all people representing the Township should sign it. The Supervisor said he would sign the Principles of Governance.

Mike Letter 5-30-2017:

The Supervisor told the Clerk to read his letter but be careful.

The Clerk stated he was glad the Board had just went over the Principles of Governance. He read his letter about his concerns at the Township regarding the deputy clerk budget and the way the secretary position was created, the campaign of hate by the former supervisor and secretary, and actions to take.

Working on Policy & Procedure:

The Supervisor told the Board members to review the Township's Policy and Procedure Manual.

Old Business:

Facebook Made Date for Meeting:

A meeting date for the next Facebook Committee needs to be set. It was decided to set the date for June 21, 2017 at 5pm.

Stack asked about the Township's key policy. The Township key policy was discussed.

Motion by Foether, seconded by Borcharding to approve the Vassar Township Key policy 2-5-2013 as corrected.

Vote 5-0, MOTION CARRIED.

(add) See attached corrections to the key policy.

Motion by Stack, seconded by Gray that the following personnel: the Secretaries, Clerk, Zoning Administrator and Treasurer will have a key to the lock of the sliding windows for the STA office.

Vote 5-0, MOTION CARRIED.

Public Comment:

Nancy Zuzula stated that she was one the Clerk was talking about and she read from a letter the things she said the Clerk did wrong and asked for him to apologize and resign.

Russ Fall said he wanted to start a discussion on saving the Township chairs. He was concerned about Nancy saying they were going to be thrown away. He said "We are using them. The chairs should be saved."

Robert Forbes stated that when asking the Road Commission about the conditions on Waterman Road they told him that Juniata was going to cover the cost to repair the road. He requested a list of names for the CPR training. He asked Mike if Fred Welsh was the Ambulance Representative Alternate.

Michael Clinesmith stated that Fred Welsh was the alternate.

Forbes stated that he would ask Fred to attend the next ambulance meeting because Forbes was having surgery. He also requested a copy of the BS letter Mike wrote.

Onna Clinesmith requested the Vassar Township Deputy to be present for the election in August. She said in May there were threats of destruction and intimidation of the election workers *(add) at the Ambulance Base*. There was a lot of anger and hostility displayed regarding the election.

Michael Clinesmith said he would like to talk to the attorney with the supervisor regarding the duties at the hall.

Bruce Foether told Michael to fill out a form.

Ben Partridge mentioned the letter from the Clerk. He said it mentioned setting the budget being set back to \$4,500 and that the secretaries should work with the Clerk. Partridge stated the clerk's deputy budget has steadily increased. He also asked if he was getting paid for the ZBA meeting. He was told to file another I-9 form and said there should be an I-9 on file. He was concerned that the I-9 was no longer on file. He is worried and doesn't know what to do.

Foether mentioned there was a sheet for the people on committees. He asked people to check their name, titles and emails before they leave.

John Stack stated that he will be behind the window *(amend) signing writing* checks.

Motion by Foether, seconded by Borcharding to adjourn.

Vote 5-0, MOTION CARRIED.

Meeting Adjourned at 9:52pm.

Minutes prepared by Clerk Clinesmith.

Vassar Township Clerk

Vassar Township Supervisor

VASSAR TOWNSHIP KEY POLICY 2-5-2013

The Vassar Township Board of Trustees authorizes the following people to have access to the township hall with a key and access code:

- | | |
|---------------------------|--------------|
| Clerk | Treasurer |
| Supervisor | Each Trustee |
| Planning Commission Chair | Assessor |

The following additional people may be authorized to have access to the township hall with a key and access code

- | | |
|--|-------------------------------|
| Clerk Deputy | Treasurer Deputy |
| Supervisor Deputy | Zoning Administrator |
| Cleaner | Security Company |
| Sheriff's Deputy | Zoning Board of Appeals Chair |
| One Additional Planning Commission Member (besides the Board Representative) | |
| Board of Review Chair | |

The Vassar Township Board of Trustees authorizes the following people to have access to the township hall ~~outer office~~ with a key:

- | | |
|------------|-----------|
| Clerk | Treasurer |
| Supervisor | Assessor |

The following additional people may be authorized to have access to the township hall ~~outer office~~ with a key: STA

- | | |
|------------------------------|----------------------------------|
| Clerk Deputy | Treasurer Deputy |
| Supervisor Deputy | Zoning Administrator |
| Cleaner | Security Company |
| Sheriff's Deputy | Board of Review Chair |

The Vassar Township Board of Trustees authorizes the clerk to have access to the township hall inner office with a key and access code. The following additional people may be authorized to have access to the township hall ~~inner office~~ with a key and access code:

- | | |
|---------------------------|------------------|
| Clerk Deputy <i>clerk</i> | Supervisor |
| Cleaner | Sheriff's Deputy |
| Security Company | |

Upon receiving a key, a person will sign and date a statement assuming responsibility for the key to be kept in the clerk's office. Upon return of the key, a statement is signed and dated releasing the person from the responsibility of the key.

If a key is lost, misplaced, or stolen, the person responsible for the key has the responsibility to notify the township board, after which the township board shall make a decision on how to address the issue, including but not limited to reissuing a new key, not reissuing a key, or changing the locks. If a person no longer authorized refuses to return a key, it goes to the board for further action.

Attended and approved at February 12, 2013 Vassar Township Board Meeting

Michael J. Omsmith

