

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:

Motion by Gray, seconded by Borcharding to approve the November 14, 2017 regular meeting minutes with changes.

Vote 5-0, MOTION CARRIED.

Motion by Gray, seconded by Borcharding to approve the November 28, 2017 policy workshop minutes as written.

Vote 4-1, MOTION CARRIED.

**Reports:**

Treasurer's Report by John Stack:

It was stated that the payables would be approved later.

Reports:

There was a note regarding the marijuana applications that an appointment should be set up with the zoning administrator to pick up the applications, and a 300-foot notice was in the meeting packet.

The Treasurer, Trustee, Zoning Administrator, Sheriff Deputy, Library, Vassar City Parks, Cass River Greenway and Clerk reports were in the meeting packet.

**Correspondence:**

Tuscola County Drain Commissioner:

There was a letter from the Tuscola County Drain Commissioner about a Cheboyganing Creek Intercounty Drain assessment.

Tuscola County Road Commission:

There was a letter from the Road Commission regarding a public input meeting concerning federal funding for Tuscola County projects. The Supervisor stated that Don Clinesmith was going to attend the Road Commission meetings on Wednesday and Thursday and give a report.

**New Business:**

2018 Board of Review Meeting Dates:

The Clerk read resolution 32-2017.

The Clerk suggested adding the Township phone number to the resolution.

Motion by Foether, seconded by Gray to approve Resolution 32-2017.

Roll Call: Foether – Yes, Gray – Yes, Stack – Yes, Borcharding – Yes, Clinesmith – Yes

Vote 5-0, RESOLUTION CARRIED.

**RESOLUTION 32-2017:** To set the dates and times of the 2018 Board of Review Meetings.

**WHEREAS**, MCL 211.29 requires the supervisor to submit to the Board of Review at the office of the supervisor the assessment roll for the current year on the first Tuesday following the first Monday in March, which is March 6, 2018,

And **WHEREAS**, MCL 211.30 pertains to the stipulations regarding the Board of Review as relating to the dates and times of meetings and allows the township to authorize by ordinance or resolution alternative starting dates when the board of review shall meet schedule its public hearings,

**NOW, THEREFORE, BE IT RESOLVED** that the Vassar Township Board of Trustees sets the following dates and times for the Vassar Township Board of Review to meet at the Vassar Township Hall, 4505 W Saginaw Rd, Vassar, MI, (989) 823-3541 in 2018:

March 6, 2018 at 7pm: Organizational Meeting  
March 14, 2018 at 2pm to 5pm and 6pm to 9pm: Public Hearing  
March 15, 2018 at 9am to 12pm and 1pm to 4pm: Public Hearing  
July 17, 2018 at 7pm: July Board of Review Meeting  
December 10, 2018 at 7pm: December Board of Review Meeting

The foregoing resolution was offered by Board Member Bruce Foether and supported by Board Member Bill Gray.

Upon roll call vote, the following voted "Aye" ( 5 ): Foether, Gray, Clinesmith, Stack,  
Borcherding

"Nay" ( 0 ):

The Supervisor declared the resolution adopted.

Adoption of the 2018 Federal Poverty Guidelines and Asset Test:

The Clerk read Resolution 33-2017.

Upon a question about the federal poverty guidelines, the Supervisor went to his office and made copies of the guidelines for the Board members.

Motion by Foether, seconded by Stack to approve Resolution 33-2017.

Roll Call: Clinesmith – Yes, Borcherding – Yes, Gray – Yes, Foether – Yes, Stack – Yes

Vote 5-0, RESOLUTION CARRIED.

**RESOLUTION 33-2017:** Adoption of 2018 Federal Poverty Guidelines and Asset Test

**WHEREAS**, local governing bodies are required to adopt guidelines that set income levels for poverty exemption guidelines,

**WHEREAS**, PA 390 of 1994 requires that the poverty exemption guidelines established by a governing body is required to include an asset test,

**WHEREAS**, an asset test means the amount of cash, fixed assets or other property that could be used, or converted to cash for use in the payment of property taxes and should calculate a maximum amount permitted and all other assets above that amount should be considered as available,

**WHEREAS**, the township wants to set that amount at such a level to not hinder residents in the search of employment,

**NOW, THEREFORE, BE IT RESOLVED** that the Vassar Township Board of Trustees approve the Federal Poverty Guidelines for 2018.

**NOW, THEREFORE, BE IT FURTHER RESOLVED** that the Vassar Township Board of Trustees set the asset test to be 40% over the Federal Poverty Guidelines for 2018.

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" ( 5 ):        Foether, Stack, Gray, Clinesmith,  
Borcherding

"Nay" ( 0 ):

The Supervisor declared the resolution adopted.

Flag Pole:

There was discussion about the Township's flagpole and its broken pulley.

Motion by Foether to accept the bid from Helm Electric to install a flag pole with a light as in its quote.

Motion rescinded.

Motion by Stack, seconded by Borcherding to allow up to \$1,000 to repair the flag pole as soon as possible and have a check available on completion.

Vote 5-0. MOTION CARRIED.

Russ Fall Modify Old Sign for the Park:

Motion by Foether, seconded by Borcherding to authorize Russ Fall to modify the Township's old marque sign for the Township Park and dispose of the old materials and reimburse him \$42.99 for the materials he purchased.

Vote 5-0, MOTION CARRIED.

eCivis Grant Software:

Motion by Clinesmith, seconded by Foether to not renew the eCivis grant software.

Vote 5-0, MOTION CARRIED.

Harper Alarm:

There was discussion about the alarm system that no one at the Township can currently access the system to check hall access. There was not interest by the Board to track hall usage.

Speedconnect:

The Township received an email regarding the cost for using email. This has already been addressed by the Township.

Sage:

The Clerk received quotes from Sage regarding the cost for the Software for 3, 4 and 5 users. The cost increased because the Township has more than 30 employees. There have also been issues with using the Sage software such as 3 users having access at the same time and being able to change different months with multiple users. There were also concerns with Sage security in the meeting room.

Motion by Clinesmith seconded by Foether to go with 3 users for Sage at \$1495.98 for the Sage license for 2018.

Vote 5-0, MOTION CARRIED.

Staples:

Copies of approved and amended ordinances and policies are wanted to be given to all elected and appointed officials. Staples offers a discount for members to make copies. There was also discussion about wanting copies of the (*amend*) *parcel plot*-map and discussing the Staples accounts.

Motion by Stack, seconded by Foether to allow Bruce Foether the Supervisor to take the parcel map book to Staples to find out the cost and bring back the invoice authorizing writing a check out as soon as possible to pay the Staples invoice.

Vote 5-0, MOTION CARRIED.

Payables:

Additions were made to include checks to Sage, R & R Excavating, the Advertiser, Tuscola County Treasurer, Consumers Energy and Thumb Electric.

Motion by Foether, seconded by Gray to approve the December 2017 payables with the additional checks and an additional check for the underpayment to Don Clinesmith next month for a total of \$53,288.09.

Vote 5-0, MOTION CARRIED.

**Old Business:**

Facebook Made Date for Meeting:

January 4, 2018 at 5pm was set up as the date to go over the camera system and show how it operates.

Date of Policy & Procedure Workshop:

A date will be set up next month.

Fire Run:

The Clerk contacted the attorney Monday and faxed over the fire run and proposed Thumb Electric ordinance. The Supervisor requested the Clerk send the attorney the ordinance from another Township about fire run collection.

**Public Comment:**

Nancy Zuzula stated there were problems with the sewer, and that the person with the snowplow will push the snow in the toward the sewer blocked from parking.

Bruce Foether stated to not move the new pylons and mentioned the new sign.

Dick Worth stated it was a nice sign, but why was it in the clear vision area?

Bob Reil stated the sign was not in the clear vision area.

Onna Clinesmith thanked Janice for noticing about Don's underpayment; on the minutes it didn't identify who was chair. It is easier with how Paula does the minutes.

Ben Partridge stated in his comments that the meetings are running smoother. He asked if there was a way administrative things could not be done at the meeting, as an example when amending the budget, it used to be the case that somebody brought it to the Board to adjust the budget, now it is a 40-minute discussion.

Kendall Woodruff said as soon as the parcel book is available he would like one.

Chuck Stadler made some comments about the budget and there was some discussion about them.

Michael Clinesmith wished people a "Merry Christmas."

Bruce Foether said for the Board he wished people a "Merry Christmas and safe travels."

Chuck Stadler said when switching accounts the money goes from one account to a general account then to the other account.

Bruce Foether mentioned that Cory Jacobs had a good reason for being late as he was with "Shop with a Cop."

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

Meeting Adjourned at 8:55pm.

Minutes prepared by Clerk Clinesmith.

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Vassar Township Clerk

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Vassar Township Supervisor