

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

Roll Call:

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

Minutes:

Motion by Gray, seconded by Forbes to approve the January 13, 2015 meeting minutes as written.
Vote 5-0, MOTION CARRIED.

Motion by Gray, seconded by Tester to approve the January 21, 2015 special meeting minutes as written.
Vote 5-0, MOTION CARRIED.

Treasurer's Report by John Stack:

Resolution 02-2015 was presented to the Board. There was discussion about Clinesmith's request to amend the budget to increase the deputy clerk and clerk mileage items.

RESOLUTION 02-2015: Amendment of 2014-2015 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	\$4,000.00	to	ELECTION WAGES,	bringing it to	\$9,000.00
Add	\$4,000.00	to	ELECTION SUPPLIES,	bringing it to	\$9,000.00
Add	\$1,544.76	to	DRAINS-AT-LARGE,	bringing it to	\$2,644.76
Add	\$1,396.00	to	REFUNDS MISCELLANEOUS,	bringing it to	\$3,396.00
Subtract	\$10,940.76	from	CONTINGENCY,	bringing it to	\$89,059.24

The foregoing resolution was offered by Board Member John Stack and supported by Board Member Michael Clinesmith.

Upon roll call vote, the following voted	“Aye” (5):	Gray, Forbes, Stack Clinesmith, Tester
	“Nay” (0):	None

The Supervisor declared the resolution adopted.

Treasurer's Report presented and filed with the clerk.

Motion by Clinesmith, seconded by Forbes to approve the February 2015 payables in the amount of \$12,378.40.

Vote 5-0, MOTION CARRIED.

No Trustee Report

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

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

Library Board Report by Tom Borcharding:

The Library is having a blood drive March 10; senior meetings are continuing on Thursdays from 1-3pm; on March 13 at 2:00pm the Flint Male Choir will be present, with two further events planned in April.

Fire Run Report by Nancy Zuzula and filed with clerk.

Training Report by Michael Clinesmith:

Clinesmith attended MTA's Annual training/meeting in Grand Rapids from January 27-30, 2015. There was grant writing training on the 27th which discussed the various places where grants are available and the process to follow in applying for them. There was an opening session on the 28th followed by training classes, with more training classes on the 29th and the annual meeting on the 30th. There was an opportunity to meet with and receive information from vendors. The theme of the conference was focused on leadership. Clinesmith has more information on the classes if anyone is interested.

Communications:

Ditch Cleanout Permit Request:

Attorney Brian Garner stated the letter was just a request for information. The information could be sent to the Drain Commission from the Treasurer or Assessor.

Guests:

Adam Barden – Tuscola County EDC:

Adam Barden from the EDC board explained that the EDC is a quasi-governmental organization that had solicited for money in the past to operate. Plans for the millage funds include operating a revolving loan fund, equipment lease fund, grant writing, master planning. It is partially funded by the county, but funds may be cut by 2016. Board members are unpaid. A millage of .20 is expected to raise about \$300,000 a year with half going to operating expenses (staff) and the other half as a county/township/city grant match. Barden passed out some fliers with more information.

Ted Hartleb Insurance:

John Koets from Ted Hartleb Insurance went through and explained the Township's insurance plan for the next year. After review by the board, Clinesmith signed a paper agreeing with the estimated value of the Township's property at the hall to be \$214,980.

MI Office Solutions proposal:

Cliff Leibold was not present, but did submit two proposals to the Township Board on plans for leasing the printers.

Motion by Forbes, seconded by Clinesmith to approve the proposal by MOS for the two printers with a monthly lease payment for \$165.75.

Vote 5-0, MOTION CARRIED.

Unfinished Business:

Photos for web site:

A photo is to be taken from one of the still frames from the video recording from Don Clinesmith's camera.

Date to Review Policy Manual:

Motion by Clinesmith, seconded by Stack to hold a special meeting on March 6, 2015 at 11am to discuss the policy manual.

Vote 5-0, MOTION CARRIED.

2015 Annual Agenda:

Clinesmith submitted three possible proposals for the goal for the year: #1 related to the overgrown ditches in the Township, #2 improving the business climate, and #3 to improve internet/phone services.

Motion by Gray, seconded by Tester to adopt the Vassar Township Annual Agenda Goal #1 for 2015.

Vote 5-0, MOTION CARRIED.

Road Work:

The Township had received multiple letters from the Road Commission:

There was a letter of denial for cleaning out ditches dated June 5, 2014, and another stating the Commission's intention to apply for a grant to remove trees from the road right of way dated January 15, 2015 with public hearing to be held on February 26, 2015 at the Road Commission Office in Caro. A third letter dated December 22, 2014 discussed structure work proposed for 2015, including Bridge Repair over the Cass River on Caine Road. A letter dated December 30, 2014 estimated road work on Oak Road from Brown to Haines to be \$75,000 and Oak Road from Saginaw to Waltan to be \$58,000. This also included an estimate of \$27,000 for Township wide pavement marking. It was brought up that maybe Hasco Road should be reviewed. A fifth letter dated January 26, 2015 asked the Township to discuss crushed limestone or gravel hauling. The MTA update discussing amendment to the Drain Code authorizing the Drain Commission to remove obstacles on a watercourse was also mentioned.

New Business:

Assessor Contract:

Supervisor Forbes, in communication with Assessor Debby Valentine stated that she was willing to extend her services at the same cost.

RESOLUTION 03-2015: Appointment of Debby Valentine as Assessor and Approving Assessor Debby Valentine's Contract

WHEREAS, Vassar Township has many property records that need to be taken care of;

WHEREAS, Assessor Debby Valentine has experience and training in keeping care of the records,

NOW, THEREFORE, BE IT RESOLVED that the Vassar Township Board of Trustees appoint Debby Valentine as assessor,

BE IT FURTHER RESOLVED that the Vassar Township Board of Trustees renew the Assessor's Contract for a 3-year period ending March 31st, 2018,

BE IT FURTHER RESOLVED that the Township agrees to compensate the Assessor the sum of \$20,600 for a full year at the rate of \$1,716.67 per month over the term of the agreement.

The foregoing resolution offered by Board Member Bob Forbes and supported by Board Member Bill Gray.

Upon roll call vote, the following voted

**“Aye” (5): Gray, Tester, Forbes
Clinesmith, Stack**

“Nay” (0): None

The Supervisor declared the resolution adopted.

Ditch Cleanup:

This was already discussed with Road Work.

Old Electronic/Office Equipment:

A list was presented to the board listing old or unused electronic and office equipment.

Motion by Stack, seconded by Gray to take the computer speaker, desktop calculator, cell phones and ink cartridges and sell them in an auction.

Vote 5-0, MOTION CARRIED.

Public Comment:

None

Motion by Gray, seconded by Tester to adjourn.

Vote 5-0, MOTION CARRIED.

Meeting Adjourned at 9:30pm.

Minutes prepared by Clerk Clinesmith.

Vassar Township Clerk

Vassar Township Supervisor