

Vassar Township Planning Commission April 11th 2024 Meeting Minutes AS AMENDED

Meeting was called to order at 7:03 PM, with Chair D. Foether leading the pledge.

Roll call was conducted:

Ben Partridge – Present
Orville Hartung (~~Co-Chair~~) – Present
Sam Tester – Present
Bob Reil (*Co-Chair*) – Present
Devin Foether (Chair & Acting Secretary) – Present
Shaun McDonnell – Excused
Tobias McDonnell – Excused

Chairman D. Foether moved to review and action on March 14th Planning Commission Meeting Minutes. D. Foether asked for comments or corrections

Partridge motioned to approve March 14th minutes as written. Motion seconded by Tester.

Motion passed through unanimous voice vote.

Chairman D. Foether moved to review and action on March 28th Planning Commission Meeting Minutes. D. Foether asked for comments or corrections

Tester motioned to approve March 28th minutes as written. Motion seconded by Hartung.

Motion passed through unanimous voice vote.

Chairman D. Foether moved to review of Marijuana Coordinator (MC) report. D. Foether noted lack of note for setting of any public hearings from renewals or new applications.

Chairman D. Foether moved to review of Zoning Administrator (ZA) report. Partridge discussed the Board of Trustees' (Board) approval for ZA to use attorney. Discussion around verifying that city fine with partol officer using citation power to help write Zoning Ordinance Violation Citations (ZOVC). Reil indicated that ZA currently does not have training to write ZOVC, city police do. Russ Fall recalled a time when the township had a constable that could write said citations. Reil indicated that the laws have changed and more training/schooling now required. Partridge indicated that it was being looked into. D. Foether asked for any further comments on report, and none were offered.

Chairman D. Foether moved to review of Parks & Recreation liasion (PRL) report. Tester pointed to letter filed by Fall for salary and/or equipment change consideration and asked what we need to do with the letter. Reil asked if Fall was on the Parks & Recreation Committee (PRC), and Partridge indicated that the letter was part of the packet that Todd Aymer presented on behalf of the PRC. Fall noted that letter was part of correspondence with Supervisor, but was not acknowledged at previous Board meeting. Question if letter was discussed at PRC meeting, Aymer indicated that he had the draft meeting. D. Foether asked where PC wished to start, Hartung indicated to start with letter. D. Foether asked for clarification on the ask of the letter, Fall said he would stay at same pay if the township purchased requested maintenance equipment. Partridge pointed out the point is moot as Board has already

approved the purchase of said equipment at last meeting. Reil indicated that letter was null and void then as one of the conditions was being met. Long discussion about the Board handling of grounds maintenance both at the park and at the hall. Erica Amyer asked why equipment would only be limited to park. Further discussion about what is being done. Partidge indicated that park manager position was brought up again at last Board meeting, now there is a special meeting on April 30th to discuss previous applicants. D. Foether tried to refocus discussion to letter at hand, Partridge suggested to move forward as if it were a request from the PRC. T. Aymer indicated that there was a motion made by PRC to recommend to the Board. Further discussion on purchase of equipment and job requirements. D. Foether asked Tester and Hartung if they had anything to add, no additional comments.

D. Foether motioned to recommend salary increase for park maintenance person based on letter voted on and supported by Parks & Recreation Committee assuming Board of Trustees does not purchase equipment to complete job. If equipment is purchased, the Planning Commission recommends maintaining salary as outlined in the letter. Motion seconded by Tester.

Motion passed through unanimous voice vote.

D. Foether moved to PRC request of format change for displaying park reservations. Partridge asked why new form exists, D. Foether explained that the current posting displayed personally identifying information (PII) of folks reserving the park for events. Fall indicated that it would be nice if PRC got copy of current form so PRC members so they knew who to contact if site left trashed after event. T. Aymer indicated that they did. Discussion concluded that this was similar to PC forms needed to complete job and that PRC could just change form as part of doing their job without needing PC or Board approval.

D. Foether moved to request for thank you plaques for donation to park for improvements and events, indicated that there was a different version that covered all names and form in front of PC covered less names. Reil talked about having a larger plaque indicating what names were for with smaller plaques with names added below. Partridge recommended that send be worded as up to \$100.

D. Foether motioned to recommend upto \$100 to purchase thank plaques for donation recognition system at the park. Motion seconded by Reil.

Motion passed through unanimous voice vote.

Partridge was directed to ask if members would be interested in direct deposit. In show of hands, 4 members were for the option and 1 was against.

Chairman D. Foether moved to **public comment**.

T. Amyer reminded members that park clean up day was on April 27th.

Reil indicated that Board scheduling dumpsters for annual township clean up, Partridge indicated that they were considering getting a 3rd dumpster. Discussion around space on site and alternate date to have extra dumpster. 2 included with contract, 3rd would cost. D. Foether asked if Board looked at cost to have other company bring in 3rd dumpster.

Partridge indicated Board is reviewing new garage, key policy, and weed ordinance. Approved new lines to be painted on paved roads.

Reil motioned to adjourn meeting. Motion seconded by Partridge.

Motion passed by unanimous voice vote.

Meeting adjourned at 8:12 PM.

A handwritten signature in black ink, appearing to read 'Devin Foether', with a long horizontal flourish extending to the right.

Devin Foether, Acting Planning Commission Secretary