

**Vassar Township Board of Trustees  
Regular Meeting September 9, 2025**

**Call to Order:** 7:00pm

**Pledge:**

**Roll Call:**

Cheryl Kuzma – Present  
Monica Whitburn – Present  
Bruce Foether – Present  
John Stack – Present  
Ben Partridge - Present

**Approval of the Agenda:**

***Motion*** by Kuzma to approve the agenda with two changes, “Fire Runs/Fire Truck” and “Bids for New Hall Grounds”, seconded by Whitburn

(5) Ayes

(0) Nays

*Motion Carried*

**Approval of Minutes:**

***Motion*** by Partridge to approve the meeting minutes from the regular meeting on August 12, 2025, with one change, changing “provisions” to “clear vision area”, seconded by Kuzma

(5) Ayes

(0) Nays

*Motion Carried*

***Motion*** by Partridge to approve the meeting minutes from the special meeting on August 19, 2025, as written, seconded by Kuzma

(5) Ayes

(0) Nays

*Motion Carried*

**Motion** by Foether to approve the meeting minutes from the special meeting on September 3, 2025, as written, seconded by Kuzma

(5) Ayes

(0) Nays

*Motion Carried*

**Reports:**

**Motion** by Stack to move payables after the business of the fire truck, seconded by Partridge

(5) Ayes

(0) Nays

*Motion Carried*

**Business:**

Fire Run/Fire Truck:

**Motion** by Stack to rescind fire run 33-2025 motion and dismiss the \$500 fee, seconded by Foether

(5) Ayes

(0) Nays

*Motion Carried*

**Motion** by Foether to pay half of the fire truck for an amount of \$83,699.79, seconded by Kuzma

(5) Ayes

(0) Nays

*Motion Carried*

**Payables:**

**Motion** by Foether to send the bill to the insurance company for reimbursement but still pay Harper for damages, seconded by Kuzma

(3) Ayes

(2) Nays

*Motion Carried*

**Motion** by Whitburn to add John, Bruce and Deb's phones to payables for a total of \$90, changing payable amount to \$159,378.07, seconded by Stack

(5) Ayes

(0) Nays

*Motion Carried*

**Motion** by Kuzma to approve payables, seconded by Whitburn

(5) Ayes

(0) Nays

*Motion Carried*

Bids for New Hall Grounds:

**Motion** by Whitburn to allow the bid to be submitted for review, seconded by Kuzma

(5) Ayes

(0) Nays

*Motion Carried*

Foether to meet with Cooper Excavating and R&R Excavating on Thursday, September 11<sup>th</sup> at 5:00pm to discuss what work should be included in bid. Bidders will then have one week from September 11<sup>th</sup> to submit a revised bid

Boards

**Motion** by Foether to accept Gloria Coffey to Planning Commission, seconded by Whitburn

(5) Ayes

(0) Nays

*Motion Carried*

People up for renewal:

October 31, 2025: Tom Borcharding (Parks and Rec), Janice Zawol (Parks and Rec and ZBA), Bob Reil (Planning Commission), Renee Aymer (ZBA) and Grace Proffer (ZBA)

Current Openings:

Planning Commission: 0 spots

Parks and Rec: 0 spots

Board of Review: 1 spot, 2 alternates

ZBA: 1 spot

Ambulance Base Rep: 1 alternate

Park:

No current requests

Hall:

Parks and Recreation Adult Trivia Night was a success!

Attendees want to have more trivia nights in the future

Additional Business:

Foether asks board to review policies handed out and to come to next Board meeting with any revisions to discuss

**Public Comment (3 Minutes):**

Todd Aymer talks about delay between Parks and Rec, Planning Commission and Board of Trustees in reference to getting things approved

Admin Assistant Sarah Osentoski announces that Assessor is officially on maternity leave till October 31<sup>st</sup>, 2025

Bob Reil talks about safety issue at intersections regarding stop signs. Requests Township look into getting additional signage added to existing stop signs (cross traffic does not stop)

**Adjourn:**

***Motion*** by Kuzma to adjourn the meeting at 8:26pm, seconded by Whitburn

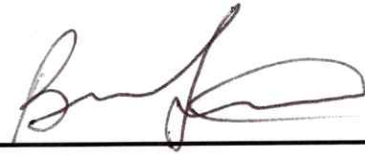
(5) Ayes

(0) Nays

*Motion Carried*

X 

Monica Whitburn  
Clerk

X 

Bruce Foether  
Supervisor