

Vassar Township Board of Trustees  
Special Meeting September 22, 2025

**Call to Order:** 5:00pm

**Pledge of Allegiance:**

**Roll Call:**

Bruce Foether – Present  
Monica Whitburn – Present  
John Stack – Present  
Cheryl Kuzman – Present  
Ben Partridge – Present

**Approval of Agenda:**

**Motion** by Kuzma to approve the agenda as written, seconded by Partridge

(5) Ayes

(0) Nays

*Motion Carried*

**Business:**

**Bids for New Hall Grounds:**

Tabled till later in meeting

**Millington Fire Runs:**

**Motion** by Foether to pay all three delinquent fire run bills totaling \$2,600.00, seconded by Whitburn

(5) Ayes

(0) Nays

*Motion Carried*

**Parks and Recreation:**

**Motion** by Foether to accept the quote for up to \$20,000.00, seconded by Kuzma

(5) Ayes

(0) Nays

*Motion Carried*

**Motion** by Foether to pay for timbers out of \$20,000.00 and pay approximately \$8,600.00 deposit to the contractor for the woodchips, seconded by Kuzma

(5) Ayes

(0) Nays

*Motion Carried*

Insurance:

**Motion** by Whitburn to pay \$425 to insurance company for Workman Comp, seconded by Partridge

(5) Ayes

(0) Nays

*Motion Carried*

Bids for New Hall Grounds:

**Motion** by Whitburn to accept bid from R&R Excavating, seconded by Kuzma

(3) Ayes

(2) Nays

*Motion Carried*

**Additional Business:**

Whitburn to attend Road Commission meeting on Wednesday September 24<sup>th</sup> from 1p-2p

**Motion** by Stack to allow Lyla Fabbro to fill in the role of Administrative Assistant when the Administrative Assistant is absent, seconded by Foether

(5) Ayes

(0) Nays

*Motion Carried*

**Motion** by Stack to allow Lyla Fabbro to assist Clerk in organizing the Clerk's Office for 15 hours per week for 10 weeks at \$19.00 per hour, up to \$2,850.00, seconded by Kuzma

(5) Ayes

(0) Nays

*Motion Carried*

**Motion** by Whitburn that all Vassar Township and Vassar City Area non-profits can rent the hall for meetings at no charge provided they clean up after themselves, seconded by Kuzma

(5) Ayes

(0) Nays

*Motion Carried*

**Motion** by Foether to pay City of Vassar \$17,528.39 and pay our attorney \$332.20, seconded by Kuzma

(5) Ayes

(0) Nays

*Motion Carried*

**Public Comment (3 Minutes):**

Administrative Assistant Sarah Osentoski states that board should add Lyla Fabbro to Paid Sick Time Policy

**Motion** by Foether to add Lyla Fabbro to Paid Sick Time Policy, seconded by Kuzma

(5) Ayes

(0) Nays

*Motion Carried*

**Adjournment:**

**Motion** by Kuzma to adjourn the meeting at 5:58pm, seconded by Whitburn

(5) Ayes

(0) Nays

*Motion Carried*

X 

Monica Whitburn  
Clerk

X 

Bruce Foether  
Supervisor