



**BOARD OF TRUSTEES**  
**REGULAR MEETING**  
**TUESDAY, JANUARY 13, 2026**

**CALL TO ORDER**

**PLEDGE**

**ROLL CALL**

Cheryl – Present  
Monica – Present  
Bruce – Present  
John – Present  
Ben – Present

**APPROVAL OF MINUTE FOR REGULAR MEETING ON DECEMBER 9, 2025**

**Motion by Foether** to approve the minutes with the header being added to include Board, Type of Meeting and Date.

**Seconded by Kuzma**

5 Ayes  
0 Nays

**MOTION CARRIES**

**REPORTS**

- Financial Report – Check Register - General Ledger
  - Jan Payables – 56,704.56
  - FCU CC – 876.80
  - December Second Half – 34,206.93                      91,788.29 Total

**Motion by Partridge** to approve January Payables

**Seconded by: Kuzma**

5 Ayes  
0 Nays

**MOTION CARRIES**

- Planning Commission – Trustee Report
- Parks & Recreation – Trustee Report
- Zoning Administrator
- Marijuana



1 Nay

**MOTION CARRIES**

**HALL**

**Motion by Foether** to have Think Creative continue to host website at annual cost of \$240 to be added to February Payables

**Seconded by Whitburn**

**POLICIES AND PROCEDURES**

Table until return of Administrative Assistant.

**PUBLIC COMMENT**

**Motion by Kuzma** to adjourn the meeting at 8:16

**Seconded by Whitburn**

5 Ayes

0 Nays

**MOTION CARRIES**

**NEXT REGULAR MEETING IS FEBURARY 10, 2026 @ 7 PM – TOWNSHIP HALL**



Bruce Foether, Supervisor



Monica Whitburn, Clerk



**RESOLUTION:** To set the dates and times of the 2026 Board of Review Meeting.

**WHEREAS,** MCL221.29 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 3, 2026,

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

**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 Vassar Township Hall, 4470 W. Saginaw Rd, Vassar, MI 48768. Phone: (989) 823-3541:

- March 3, 2026, at 4:30 pm: Organizational Meeting**
- March 11, 2026, at 2 pm to 5 pm and 6 pm to 9 pm: Public Hearing**
- March 12, 2026, at 9 am to 12 pm and 1 pm to 4 pm: Public Hearing**
- July 21, 2026, at 4:30 pm: July Board of Review Meeting**
- December 7, 2026, at 4:30 pm: December Board of Review Meeting**

The foregoing resolution was offered by Board Member Foether and supported by Board Member Partridge.

Upon roll call vote, the following voted **“Aye” (5): Kuzma, Whitburn, Foether, Stack, Partridge**

**“Nay” (0):**

The Supervisor declared the resolution Adopted.

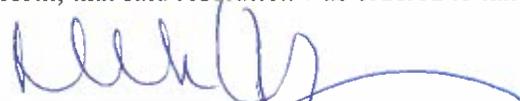



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Vassar Township Clerk

**CERTIFICATE**

I, Monica Whitburn, the duly elected and acting Clerk of Vassar Township, hereby certify that the foregoing resolution was adopted by the Township Board of said Township at the regular meeting of said Board held on January 13,2026, at which meeting a quorum was present, by a roll call vote of said members as hereinbefore set forth; that said resolution was ordered to take immediate effect.




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Vassar Township Clerk

**RESOLUTION:** Adoption of 2026 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**, the asset test means the amount of cash, fixed assets or other property that could be used, or converted to cash for use in payment of 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 2026.

**NOW, THEREFORE, BE IT FURTHER RESOLVED** that the Vassar Township Board of Trustees set the asset test, set to the Federal Poverty Guidelines for 2026.

The foregoing resolution was offered by Board Member Foether and supported by Board Member Kuzma.

Upon roll call vote, the following voted: "Aye" (5): Kuzma, Whitburn, Foether, Stack, Partridge

"Nay" (0):

The Supervisor declared the resolution adopted.



Vassar Township Clerk