

**Vassar Township Board of Trustees  
Regular Meeting – March 10, 2026**

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

**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 adding “Computers Being Destroyed” after “Dumpsters”, seconded by Whitburn

(5) Ayes  
(0) Nays

*Motion Carried*

**Approval of Meeting Minutes:**

**Motion** by Partridge to approve the regular meeting minutes from February 10, 2026, with two corrections: changing “Motion by Foether” to “Motion by Partridge” on the approval of the agenda motion and changing “January 15, 2026” to “January 13, 2026” of the approval of meeting minutes motion, seconded by Kuzma

(5) Ayes  
(0) Nays

*Motion Carried*

**Reports:**

**Financial Report:**

**Motion** by Foether to pay the payables, seconded by Kuzma

(5) Ayes  
(0) Nays

*Motion Carried*

Zoning Administrator Report:

Marijuana Coordinator Report:

Resignation letter read

**Motion** by Foether, to accept the resignation of Rachel Rabideau as the Marijuana Coordinator seconded by Whitburn

(5) Ayes

(0) Nays

*Motion Carried*

Will post opening and have all applications back by April 6<sup>th</sup> at 5:00PM

Will ask Rachel to interview all applicants

All Other Reports:

**Business:**

Printer:

Signed contract for 30-day trial, currently waiting for response and timeline moving forward

Insurance:

Received two quotes for insurance

Board requesting Insurance Rep to come to April's meeting for questions/concerns

Budget Amendment:

**Motion** by Foether to adopt Resolution 03-2026, 2025-2026 Budget Amendment, seconded by Kuzma

Roll Call Vote:

Kuzma – Yes

Whitburn – Yes

Foether – Yes

Stack – Yes

Partridge - Yes

(5) Ayes

(0) Nays

*Motion Carried*

Sarah Cell Phone:

Tabled till budget renewal

Park:

Recommend to send the pricing to Parks and Rec for discussion

**Motion** by Partridge to send the three, possibly four, playground inspection agreements to both Planning Commission and Parks and Rec simultaneously, seconded by Kuzma

(5) Ayes

(0) Nays

*Motion Carried*

Policies and Procedures:

**Motion** by Foether to approve the Sexual Abuse and Misconduct Prevention Policy, as written, seconded by Kuzma

(5) Ayes

(0) Nays

*Motion Carried*

**Motion** by Foether to approve the Key Policy, seconded by Whitburn

(5) Ayes

(0) Nays

*Motion Carried*

**Motion** by Foether to approve the Travel Policy, seconded by Whitburn

(5) Ayes

(0) Nays

*Motion Carried*

Continued conversation starting with Sealed Bids Policy to be discussed at next month's meeting

Dumpsters:

After M15 Yard Sale and Mothers Day

Board looking for individuals/scrappers to oversee dumpster drop off

Computers Being Destroyed:

**Motion** by Whitburn to have all laptops and towers destroyed up to 10 units (\$300), seconded by Kuzma

(3) Ayes

(2) Nay

*Motion Carried*

**Additional Business Not Listed:**

**Motion** by Foether to approve Lyla Fabbro to Zoning Board of Appeals, term ending October 31, 2026, seconded by Kuzma

(5) Ayes

(0) Nays

*Motion Carried*

**Motion** by Foether to approve Cheryl Kuzma to Zoning Board of Appeals, term ending October 31, 2026, seconded by Whitburn

(5) Ayes

(0) Nays

*Motion Carried*

**Public Comment (3 Minutes):**

Public Comment begins at 8:52pm and ends at 8:55pm

**Adjournment:**

**Motion** by Kuzma to adjourn the meeting at 8:55pm, seconded by Whitburn

(5) Ayes

(0) Nays

*Motion Carried*

X   
Clerk

X   
Supervisor