

**Vassar Township Board of Trustees**  
**Regular Meeting – June 9, 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 Partridge to approve the agenda, adding “Tuscola County Road Commission” under Correspondence and “Tuscola County Treasurer” after Dangerous Buildings Ordinance, seconded by Kuzma

(5) Ayes  
(0) Nays

*Motion Carried*

**Approval of Meeting Minutes:**

**Motion** by Kuzma to approve the meeting minutes from the regular meeting on May 12, 2026, as written, seconded by Whitburn

(5) Ayes  
(0) Nays

*Motion Carried*

**Motion** by Whitburn to approve the meeting minutes from the special meeting on May 27, 2026, as written, seconded by Partridge

(5) Ayes  
(0) Nays

*Motion Carried*

**Motion** by Foether to approve the meeting minutes from the special meeting (budget workshop #1) on June 2, 2026, as written, seconded by Whitburn

(5) Ayes  
(0) Nays

*Motion Carried*

**Reports:**

Financial Report:

Whitburn to change 3<sup>rd</sup> check to “73” as the number is repeated

**Motion** by Foether to pay the payables, for \$83,097.97 seconded by Kuzma

(5) Ayes  
(0) Nays

*Motion Carried*

Zoning Administrator Report:

Marijuana Coordinator Report:

All Other Reports:

**Correspondence:**

Whitburn and Foether to attend TCRC Annual Meeting

**Business:**

Printer:

**Motion** by Partridge that we have the Township Attorney contact Xerox Corporation about our contract on our printers and bills, seconded by Whitburn

(5) Ayes  
(0) Nays

*Motion Carried*

Dangerous Buildings Ordinance:

**Motion** by Whitburn to remove the fines from the Dangerous Buildings Ordinance, 2026-01, and only have it on the current fee schedule and add to the ordinance “See Current Fee Schedule”, seconded by Kuzma

(4) Ayes  
(1) Nays

*Motion Carried*

**Motion** by Partridge to adopt Resolution 06-2026, Dangerous Buildings Ordinance, Ordinance # 2026-01, seconded by Foether

Roll Call Vote:

Partridge – Yes  
Stack – Yes  
Foether – Yes  
Whitburn – Yes  
Kuzma – Yes

(5) Ayes  
(0) Nays

*Motion Carried*

Tuscola County Treasurer:

**Motion** by Foether to refuse tax foreclosure properties from April 2, 2026, seconded by Whitburn

(5) Ayes  
(0) Nays

*Motion Carried*

Budget Amendment:

**Motion** by Foether to adopt Resolution 07-2026, Amendment to the 2025-2026 Budget, seconded by Kuzma

Roll Call Vote:

Partridge – Yes  
Stack – Yes  
Foether – Yes  
Whitburn – Yes  
Kuzma – Yes

(5) Ayes  
(0) Nays

*Motion Carried*

MTA:

**Motion** by Whitburn to go with plus program on MTA online website for a total of \$3,706.47 which includes our yearly dues, seconded by Kuzma

(5) Ayes

(0) Nays

*Motion Carried*

Hall:

Sound deadening equipment tabled till budget workshop

Policies and Procedures:

**Motion** by Foether to approve Vassar Township Polices and Procedures with revisions, on June 9, 2026, with all corrections and add-ons, seconded by Kuzma

(4) Ayes

(1) Nays

*Motion Carried*

Mushroom Dispensaries:

Board advises guests to speak with Prosecutors Office and surrounding police departments prior to bringing this back to Board of Trustees

**Public Comment (3 Minutes):**

Public Comment begins at 8:41pm and ends at \*pm

**Adjournment:**

**Motion** by \* to adjourn the meeting at \*pm, seconded by \*

(5) Ayes

(0) Nays

*Motion Carried*

X

Clerk

X

Supervisor

DRAFT

**RESOLUTION:** To approve the Vassar Township "Dangerous Building Ordinance".

**WHEREAS,** the purpose of this Resolutions is to set the Vassar Township Dangerous Building Ordinance, Ordinance No. 2026-01

**NOW, THEREFORE, BE IT RESOLVED,** that the Vassar Township board of Trustees approve the Vassar Township Dangerous Building Ordinance, Ordinance No. 2026-01

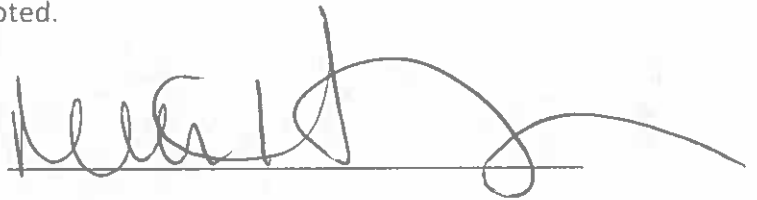
The foregoing resolution was offered by the Board Member Partridge and supported by Foether.

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

"Nay" (0):

"Absent" (0):

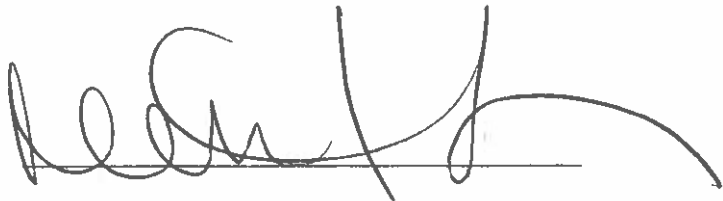
The Supervisor declared the resolution adopted.

A handwritten signature in black ink, appearing to read 'Monica Whitburn', written over a horizontal line.

Monica Whitburn, 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 Board held on June 9, 2026, at which a quorum was present, by roll call vote of said members as hereinbefore set forth.

A handwritten signature in black ink, appearing to read 'Monica Whitburn', written over a horizontal line.

Monica Whitburn, Vassar Township Clerk

**RESOLUTION: Amendment of 2025-2026 Budget**

**WHEREAS**, the uniform Budgeting and Accounting Act, Act 2 of 1968 prescribes that the state treasurer prescribe minimum auditing procedures and standards,

And **WHEREAS**, the Michigan Department of Treasury Uniform Budget Manual of 2001 in Section 17 and 18 requires amending the budget when a deviation such as expenditures exceeding the budget occurs,

And **WHEREAS**, the township has noticed such a deviation in its budget,

**NOW, THEREFORE, BE IT RESOLVED** that the Vassar Township Board of Trustees adjust its budget in the following way:

Under Expenses:

Add \$1,500.00	to TWP Board Supplies	bringing it to \$7,150.00
Add \$2,250.00	to Township Record Archivin	bringing it to \$2,250.00
Add \$600.00	to Twp Board- assess. & tax ad	bringing it to \$2,600.00
Add \$75.00	to Supervisor- Supplies	bringing it to \$225.00
Add \$500.00	to Professional Service Audit	bringing it to \$15,500.00
Add \$75.00	to Board of Review- Wages	bringing it to \$1,875.00
Add \$175.00	to Brord of Review- Notices	bringing it to \$1675.00
Add \$225.00	to Twp Hall & Prop- Supplies	bringing it to \$4,225.00
Add \$6,525.00	to Twp Hall & Prop- Utilities	bringing it to \$13,525.00
Add \$1,500.00	to Twp Hall & Prop- Repair & M	bringing it to \$30,000.00
Add \$1,856.00	to Twp Hall/ Map/Comp. upgrad	bringing it to \$16,856.00
Add \$55.00	to Plan Comm & Zba- Supplies	bringing it to \$155.00
Add \$2,890.00	to Plan Comm & Zba- Notices	bringing it to \$3,890.00
Add \$55.00	to Zoning Admin.- Supplies	bringing it to \$805.00
Add \$15.00	to Zoning Admin.- Mil	bringing it to \$15.00
Add \$29,000.00	to Ambulance-Service Contr	bringing it to \$71,000.00
Add \$1,875.00	to Park Utilities	bringing it to \$3,875.00
Add \$250.00	to Employer Payroll Expense	bringing it to \$18,750.00
Add \$40.00	to Refunds- Miscellaneous/BO	bringing it to \$1,05.00
Subtract \$49,386.00	from CONTINGENCY,	bringing it to \$74,108.78


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

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

**“Nay” (0):**

**“Absent” (0):**

The Supervisor declared the resolution adopted.



Vassar Township Clerk

**CERTIFICATE**

I, Monica Whitburn, the duly elected 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 March 10, 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.



Vassar Township Clerk