

Vassar Township Board of Trustees
Special Meeting – June 2, 2026

Call to Order: 5:00pm

Roll Call:

Cheryl Kuzma – Present

Monica Whitburn – Present

Bruce Foether – Present

John Stack – Present

Ben Partridge – Absent (Arrives at 5:06pm, Departs at 5:14pm)

Approval of the Agenda:

Motion by Kuzma to approve the agenda, as written, seconded by Whitburn

(4) Ayes

(0) Nays

(1) Absent

Motion Carried

Business:

Budget Workshop:

Discussion of budget amounts

Salaries to be discussed at next budget workshop

Public Comment:

No public comment

Adjournment:

Motion by Kuzma to adjourn the meeting at 6:44pm, seconded by Whitburn

(4) Ayes

(0) Nays

(1) Absent

Motion Carried

2026/2027 budget June 2, 2026

	2023/2024 Budget	2023/2024 Actual	2024/2025 Budget	2024/2025 Actual	2025/2026 Budget	2025/2026 Actual	2026/2027 Budget
Carryover Balance	\$490,011.61	\$490,011.61	\$1,345,582.47	\$1,345,582.47	\$474,377.08	\$349,319.44	\$349,319.44
Property Tax Current	\$ 100,000.00	\$102,153.44	\$ 102,000.00	\$133,074.48	\$ 130,000.00	\$109,371.22	\$ 110,000.00
Personal Tax Delinquent	\$ 200.00	\$44.83	\$ 200.00	\$117.11	\$ 100.00	\$342.99	\$ 100.00
Trailer Park Fees	\$ 4,700.00	\$435.00	\$ 500.00	\$447.00	\$ 400.00	\$3,483.00	\$ 400.00
Administration Fees	\$ 15,000.00	\$19,694.30	\$ 20,000.00	\$2,855.27	\$ 20,000.00	\$20,026.54	\$ 20,000.00
Special Use Permits	\$ 500.00	\$175.00	\$ 500.00	\$300.00	\$ 300.00	\$350.00	\$ 300.00
Land Division Fees	\$ 500.00	\$950.00	\$ 750.00	\$445.00	\$ 500.00	\$685.00	\$ 500.00
Zoning Permits	\$ 1,000.00	\$730.00	\$ 1,000.00	\$900.00	\$ 1,000.00	\$375.00	\$ 500.00
MMFL Taxes					\$ 110,000.00	\$108,034.20	\$ 110,000.00
MMFL Fees	\$ 957,540.86	\$410,439.20	\$ 250,000.00	\$391,143.88	\$ 250,000.00	\$177,000.00	\$ 150,000.00
State Shared Revenue	\$ 426,020.00	\$423,624.00	\$ 414,815.00	\$356,132.00	\$ 425,800.00	\$424,722.03	\$ 409,000.00
Metro Act	\$ 6,000.00	\$10,716.39	\$ 6,000.00	\$568.80	\$ 6,000.00	\$595.60	\$ 6,000.00
Fire Runs	\$ 10,000.00	\$8,500.00	\$ 10,000.00	\$7,250.00	\$ 8,000.00	\$4,000.00	\$ 4,000.00
Ordinance Fines		\$181.50	\$ 500.00	\$243.56	\$ 250.00	\$16.50	\$ 100.00
Earned Interest	\$ 500.00	\$5,514.69	\$ 500.00	\$4,154.07	\$ 1,500.00	\$3,842.70	\$ 1,500.00
Transfer from Aggregate			\$ 491,499.81				
Park & Recreation Fundraising	\$ 100.00	\$75.00	\$ 100.00	\$335.00	\$ 100.00	\$664.00	\$ 500.00
Pavillion Rental	\$ -						\$ 300.00
Hall Rental						\$3,460.00	\$ 5,000.00
MISC FEE Revenue	\$ 50.00	\$20.00	\$ 50.00	\$558.34	\$ 500.00	\$467.59	\$ 500.00
Tax Overpayments/Refunds	\$ -	\$3,193.64		\$3,010.10		\$7,236.02	
Transfer from ARPA			\$ 408,500.19	\$ 408,500.19			
Total Revenue	\$ 2,012,122.47	\$1,476,458.60	\$ 3,052,497.47	\$2,655,617.27	\$ 1,428,827.08	\$1,213,991.83	\$ 1,168,019.44
Vassar Twp MMFL Royalties		\$500,172.34		\$500,172.34	\$749,948.05		\$749,948.05
ARPA		408,500.19		408,500.19			

	2023/2024 Budget	2023/2024 Actual	2024/2025 Budget	2024/2025 Actual	2025/2026 Budget	2025/2026 Actual	2026/2027 Budget
Twp Board Trustee Salary	\$4,640.00	\$4,639.92	\$6,000.00	\$6,886.62	\$8,000.00	\$4,999.95	\$8,000.00
Administrative Assistant Wages	\$33,000.00	\$27,538.53	\$33,000.00	\$28,632.33	\$33,000.00	\$28,434.20	\$33,000.00
Township Record Archivin						\$2,221.61	\$3,000.00
Twp Office Supplies	\$5,000.00	\$3,930.16	\$5,000.00	\$3,440.52	\$3,500.00	\$8,271.28	\$3,500.00
Twp Board Dues	\$3,000.00	\$ 2,486.62	\$3,000.00	\$ 2,555.00	\$3,000.00	\$ 5,767.38	\$5,000.00
Twp Board Assess.&Tax Adm.	\$2,000.00	\$ 257.24	\$2,000.00	\$ 2,164.41	\$2,000.00	\$ 2,508.46	\$2,000.00
Twp Board Notices	\$2,000.00	\$ 881.00	\$2,000.00	\$ 986.50	\$1,000.00	\$ 1,242.00	\$1,300.00
Housing for Training / Per	\$3,000.00	\$ 459.65	\$3,000.00	\$ -	\$1,500.00	\$ 140.12	\$1,500.00
Twp Board Seminars/workshop	\$5,000.00	\$1,695.00	\$3,000.00	\$2,548.85	\$3,000.00	\$1,884.93	\$5,000.00
Supervisor Salary	\$20,520.00	\$ 20,520.00	\$20,520.00	\$ 20,520.00	\$20,520.00	\$ 18,848.70	\$20,520.00
Supervisor Supplies	\$150.00	\$0.00	\$150.00	\$143.31	\$150.00	\$212.15	\$200.00
Supervisor Phone	\$360.00	\$ 360.00	\$360.00	\$ 360.00	\$360.00	\$ 330.00	\$360.00
Supervisor Mileage	\$400.00	\$ -	\$400.00	\$ -	\$ -	\$ -	\$ -
Deputy Supervisor Wages	\$500.00	\$273.60	\$500.00	\$260.00	\$300.00	\$0.00	\$300.00
Election Wages	\$25,000.00	\$6,133.60	\$25,000.00	\$13,422.48	\$15,000.00	\$570.00	\$20,000.00
Election Supplies	\$10,000.00	\$ 4,134.25	\$12,000.00	\$ 11,974.61	\$15,000.00	\$ 305.04	\$35,000.00
Election Mileage	\$1,000.00	\$ 34.97	\$1,000.00	\$ 241.37	\$500.00	\$ -	\$500.00
Election Notices	\$1,500.00	\$0.00	\$1,500.00	\$666.50	\$1,000.00	\$0.00	\$1,000.00
Election Repair & Maint.	\$2,000.00	\$ 1,710.00	\$2,000.00	\$ 1,749.90	\$2,000.00	\$ 1,670.10	\$2,000.00
Professional Service Audit	\$7,000.00	\$ 7,025.00	\$7,500.00	\$ 6,850.00	\$7,000.00	\$ 7,350.00	\$8,000.00
Assessor Salary	\$30,000.00	\$ 30,000.00	\$30,000.00	\$ 33,710.00	\$36,174.00	\$ 33,016.00	\$36,174.00
Assessor Supplies	\$2,000.00	\$ 1,437.04	\$2,500.00	\$ 1,050.39	\$1,500.00	\$ 125.58	\$1,500.00
Assessor- Phone						\$ 175.57	\$360.00
Assessor Fuel Allotment	\$1,560.00	\$ 1,560.00	\$1,560.00	\$ 1,430.00	\$1,560.00	\$ 130.00	\$ -
Total	\$159,630.00	\$115,076.58	\$161,990.00	\$139,592.79	\$156,064.00	\$118,203.07	\$188,214.00

	2023/2024 Budget	2023/2024 Actual	2024/2025 Budget	2024/2025 Actual	2025/2026 Budget	2025/2026 Actual	2026/2027 Budget
Professional Service Attorney	\$15,000.00	\$ 1,565.50	\$15,000.00	\$ 5,150.00	\$15,000.00	\$ 14,116.95	\$23,000.00
Clerk Salary	\$22,248.00	\$ 22,248.00	\$22,248.00	\$ 22,248.00	\$22,248.00	\$ 20,459.00	\$22,248.00
Clerk Supplies	\$1,000.00	\$ 580.81	\$1,000.00	\$ 162.71	\$1,000.00	\$ 1,316.07	\$1,500.00
Clerk Phone	\$360.00	\$ 360.00	\$360.00	\$ 360.00	\$360.00	\$ 330.00	\$360.00
Clerk Mileage	\$1,000.00	\$ 356.97	\$1,000.00	\$ 23.58			
Deputy Clerk-Wages	\$3,500.00	\$ 3,553.87	\$3,500.00	\$ 1,570.00	\$3,500.00	\$ 1,474.40	\$3,500.00
Deputy Clerk Milage	\$200.00	\$ -	\$200.00	\$ -			
FOIA Coordinator	\$6,000.00	\$ 222.52	\$6,000.00	\$ 250.00	\$3,000.00	\$ 420.00	\$3,000.00
Board of Review Salary	\$1,700.00	\$ 1,755.00	\$1,800.00	\$ 1,300.00	\$1,800.00	\$ 1,860.00	\$2,275.00
Board of Review Mileage	\$100.00	\$ -	\$100.00	\$ -			
Board of Review Notices	\$1,100.00	\$ 972.00	\$1,100.00	\$ 1,512.00	\$1,500.00	\$ 1,674.00	\$1,700.00
Board of Review-workshop	\$250.00	\$ -	\$300.00	\$ 50.00	\$300.00	\$ -	\$300.00
Treasurer Salary	\$20,520.00	\$ 20,520.00	\$20,520.00	\$ 20,520.00	\$20,520.00	\$ 18,810.00	\$20,520.00
Treasurer Supplies	\$2,000.00	\$ 1,985.56	\$3,000.00	\$ 2,595.15	\$3,000.00	\$ 600.20	\$3,000.00
Treasurer Mileage	\$500.00	\$ 157.33	\$500.00	\$ 64.19	\$150.00	\$ -	
Treasurer Phone	\$360.00	\$ 360.00	\$360.00	\$ 360.00	\$360.00	\$ 330.00	\$360.00
Deputy Treasurer Salary	\$3,500.00	\$ 2,776.73	\$3,500.00	\$ 3,037.95	\$3,500.00	\$ 2,128.51	\$3,500.00
Deputy Treasurer Mileage	\$100.00	\$ 0	\$100.00	\$ 0			
Twp. Hall / Property Renov.	\$2,500.00	\$ 74.29	\$2,500.00	\$ 1,725.85	\$2,500.00	\$ 122.40	\$2,500.00
Twp. Hall / Property Supplies	\$500.00	\$ 186.74	\$500.00	\$ 686.59	\$500.00	\$ 3,851.61	\$4,000.00
Twp. Hall / Property Utilities	\$5,000.00	\$ 4,347.70	\$5,000.00	\$ 7,192.32	\$7,000.00	\$ 12,382.81	\$15,000.00
Twp. Hall / Property Repair / Maint.	\$ 10,000.00	\$ 3,868.10	\$ 10,000.00	\$ 8,636.27	\$ 10,000.00	\$ 29,871.15	\$ 10,000.00
Twp. / Hall?Map / Comp.Upgrade	\$ 15,000.00	\$ 12,521.33	\$ 15,000.00	\$ 17,499.12	\$ 15,000.00	\$ 16,460.96	\$ 15,000.00
Twp. Hall / Property Equipment	\$ 5,000.00	\$ 5,718.63	\$ 7,000.00	\$ 7,305.61	\$ 7,000.00	\$ 4,327.61	\$ 5,000.00
Future Development - Hall	\$ 379,555.81	\$ 47,100.00	\$ 900,000.00	\$ 968,501.19	\$ 50,000.00	\$ 7,209.71	\$ 8,000.00
Hall Improvement	\$ 300.00	\$ -	\$ 300.00	\$ -	\$ 300.00	\$ -	\$ 30,000.00
Law Enforcement Contract	\$ 100,000.00	\$ 83,130.29	\$ 100,000.00	\$ 66,569.84	\$ 200,000.00	\$ 148,047.84	\$ 200,000.00
Fire Protection Contract	\$ 40,000.00	\$58,460.63	\$ 60,000.00	\$55,259.16	\$ 60,000.00	\$36,256.24	\$ 60,000.00
Total	\$598,685.81	\$248,067.69	\$1,142,280.00	\$1,165,018.82	\$390,290.00	\$322,049.46	\$388,015.00

	2023/2024 Budget	2023/2024 Actual	2024/2025 Budget	2024/2025 Actual	2025/2026 Budget	2025/2026 Actual	2026/2027 Budget
Fire Protection Rescue / Truck	\$ 50,000.00	\$ -	\$ 168,620.38	\$ -	\$ 100,000.00	\$ 100,000.00	\$ 50,000.00
Planning Comm. Salary	\$ 11,000.00	\$ 9,950.00	\$ 11,000.00	\$ 7,355.00	\$ 11,000.00	\$ 6,240.00	\$ 11,000.00
Planning Comm. & ZBA Supplies	\$ 100.00	\$ -	\$ 100.00	\$ -	\$ 100.00	\$ 120.00	\$ -
Plan. Comm. & Master Plan / Rec	\$ 45,000.00	\$ 17,308.75	\$ 20,000.00	\$ 9,067.50	\$ 15,000.00	\$ 4,480.10	\$ 15,000.00
Plan. Comm. & ZBA Mileage	\$ 200.00	\$ -	\$ 200.00	\$ -	\$ 100.00	\$ -	\$ 100.00
Plan. Comm. & ZBA Notices	\$ 500.00	\$ 693.00	\$ 1,000.00	\$ 445.50	\$ 1,000.00	\$ 1,174.50	\$ 1,200.00
Zoning Adm. Salary	\$ 14,400.00	\$ 14,400.00	\$ 14,400.00	\$ 14,400.00	\$ 14,400.00	\$ 13,200.00	\$ 14,400.00
Zoning Adm. Supplies	\$ 750.00	\$ 720.69	\$ 750.00	\$ 587.79	\$ 750.00	\$ 800.01	\$ 1,500.00
Zoning Adm. Phone	\$ 480.00	\$ 480.00	\$ 480.00	\$ 480.00	\$ 480.00	\$ 215.67	\$ 360.00
Zoning Adm. Mileage	\$ 100.00	\$ 64	\$ 100.00	\$ 0	\$ -	\$ 14	\$ 100.00
Z.A. Fuel Allotment	\$ 1,560.00	\$ 1,560.00	\$ 1,560.00	\$ 1,560.00	\$ 1,560.00	\$ 130.00	
Drains at Large	\$ 8,000.00	\$ 5,229.77	\$ 8,000.00	\$ 3,468.22	\$ 8,000.00	\$ 5,359.24	\$ 6,000.00
Roadside Cutting / Dust control	\$ 25,000.00	\$ 15,000.00	\$ 25,000.00	\$ 25,350.00	\$ 27,500.00	\$ 10,670.00	\$ 27,500.00
Blight ordinance							\$ 3,000.00
Grant Expenses	\$ 1,500.00	\$ 0.00	\$ 1,500.00	\$ 0.00	\$ -	\$ -	\$ 1,500.00
Road Work Regular	\$ 229,000.00	\$ 139,583.05	\$ 200,000.00	\$ 147,958.77	\$ 100,000.00	\$ 47,221.32	\$ 100,000.00
Ambulance Rep. Salary	\$ 660.00	\$ 275.00	\$ 660.00	\$ 440.00	\$ 660.00	\$ 410.00	\$ 660.00
Ambulance Service Contract	\$ 37,000.00	\$ 36,955.00	\$ 40,000.00	\$ 23,340.00	\$ 40,000.00	\$ 70,992.50	\$ 80,000.00
ZBA Salary	\$ 1,500.00	\$ 985.00	\$ 1,500.00	\$ 390.00	\$ 1,500.00	\$ 930.00	\$ 1,500.00
MMFL Expenses	\$ 717,540.86	\$ 250,593.29	\$ 717,540.00	\$ 182,204.25	\$ 200,320.30	\$ 115,507.33	\$ 200,000.00
City Parks & Rec. Rep Salary	\$ 820.00	\$ 820.00	\$ 1,200.00	\$ 500.00	\$ 1,200.00	\$ 330.00	\$ 1,200.00
Vassar TWP Park & Rec WA	\$ 8,000.00	\$ 3,993.20	\$ 8,000.00	\$ 4,530.23	\$ 8,000.00	\$ 5,525.00	\$ 8,000.00
Parks & Rec. Event	\$ 1,650.00		\$ 3,300.00	\$ 500.00	\$ 1,650.00		\$ 11,000.00
Park & Rec- Improvement	\$ 75,000.00	\$ 30,526.06	\$ 50,000.00	\$ 46,335.76	\$ 50,000.00	\$ 43,482.78	\$ 60,000.00
Park -Utilities	\$ 2,500.00	\$ 1,328.95	\$ 2,500.00	\$ 1,701.57	\$ 2,000.00	\$ 3,351.27	\$ 3,500.00
Municipal Maintenance Wages	\$ 15,000.00	\$ 2,954.85	\$ 7,200.00	\$ 7,825.50	\$ 12,000.00	\$ 10,735.30	\$ 12,000.00
Park Grant							
Library Rep.	\$ 400.00	\$ 275.00	\$ 400.00	\$ 165.00	\$ 400.00	\$ 150.00	\$ 400.00
Total	\$ 1,141,360.86	\$ 506,436.43	\$ 1,085,090.00	\$ 471,250.09	\$ 486,520.30	\$ 441,039.02	\$ 548,920.00

