

**FOSTER TOWNSHIP REGULAR BOARD MEETING MINUTES**  
**MAY 5, 2025**  
**1968 CLEAR LAKE ROAD, WEST BRANCH, MI 48661**

Supervisor called the meeting to order with the pledge to the flag at 5:00 p.m.

Present: Supervisor Coleman, Treasurer VanGoethem, Clerk Cooper, Trustee Kaseman, Trustee Shirey.

Regular Meeting Minutes from the April 8, 2025 meeting were reviewed. Motion was made by Kaseman to approve minutes as submitted. Seconded by Coleman. Motion carried.

Coleman made a statement providing an explanation about a meeting that took place with other board members that violated the Open Meetings Act.

**Public Comment**

None.

**Sexton**

1 burial has taken place.

**Blight**

1 citation has been given.

**Foster Township Fire Department**

Chief DuPage reported 21 calls responded to (2 lines down, 8 medical, 1 broken pole, 3 illegal burns, 1 mutual aid EMS, 1 rollover, 4 EMS coverages, 1 grass fire).

On-boarding service fee for 6 radios at \$250 each (\$1,500 total). 3 older radios will be donated to other local townships but charging the on-boarding fee of \$250 each as a reimbursement. Motion was made by Shirey. Seconded by Cooper. Rollcall: Kaseman-yes, VanGoethem-yes, Shirey-yes, Coleman-yes, Cooper-yes. Motion carried.

Resolution to approve Clear Lake Fire Auxiliary renewing 5013c to continue using Fire Station as its homebase. Motion was made by Kaseman. Seconded by Shirey. Rollcall: VanGoethem-yes, Shirey-yes, Coleman-yes, Kaseman-yes, Cooper-yes. Motion carried.

Chief DuPage reported donations were received and a correspondence was received and grant for water was denied.

### Parks

Shirey reported a baseball tournament on June 21st will take place. The leader has mentioned funds made above and beyond he would like to donate to the park fund and requested Township matches if possible in order to make improvements. The board will review this request.

TD Service proposal: fertilizing, weed spray and broadleaf weed spray for ball field totaling \$280. Motion was made by Shirey. Seconded by Coleman. Ayes: Cooper, Kaseman, Coleman, VanGethem, Shirey. Nays-none. Motion carried.

### Unfinished Business

Losey property resurveyed after steaks were removed. Pending documents from attorney.

Cost Recovery Charges apparatus/materials included in ordinance to stay at rates mentioned. Motion was made by Shirey. Seconded by Kaseman. Ayes: Cooper, Kaseman, Coleman, VanGethem, Shirey. Nays-none. Motion carried.

### New Business

Hall rentals to be completed by Roxanne at \$20 per rental. Motion was made by Kaseman. Seconded by Coleman. Ayes: Cooper, Kaseman, Coleman, VanGethem, Shirey. Nays-none. Motion carried.

Fire Department septic pumped a second time and will be visited during new budget workshop.

Supervisor reported EMS purchased 2 new rigs/pickup for 1 man assist. Assistant Chief DuPage mentioned EMS purchased new equipment and they donated an automatic CPR to CLFD.

Clerk presented bills totaling \$7,782.48. Motion was made by VanGoethem. Seconded by Kaseman. Rollcall: Coleman-yes, Kaseman-yes, VanGoethem-yes, Shirey-yes, Cooper-yes. Motion carried.

Motion made by VanGoethem to approve and obtain 4 additional credit cards from Mercantile bank with a combination limit being \$2,000. Cardholders will be Dean Coleman supervisor \$300, Nicole Cooper clerk \$300, Colleen VanGoethem treasurer \$200. John Sekely \$200 and Daryl DuPage \$1,000. Treasurer VanGoethem has authorized to sign the documents on behalf of Foster Township regarding credit cards. At the

same time General Checking debit cards in the name of Sand Miller, Karen McIntye and Colleen VanGoethem will be closed.**Seconded by Coleman. Rollcall: Kaseman-yes, VanGoethem-yes, Coleman-yes, Cooper-yes, shirey-yes.Motion carried.**

Clerk presented Fire Department pay structure previously collaborated on with Chief, Assistant Chief and Supervisor from February. VanGoethem proposed to change Chief from hourly to salary. Chief DuPage yearly salary to be set at \$7,500 and Assistant Chief stipend to be set at \$1,500 plus pay structure. **Motion was made by VanGoethem, Seconded by Cooper.Ayes: Cooper, Kaseman, Coleman, VanGethem, Shirey.Nays-none.Motion carried.**

Clerk presented Chief and Assistant Chief job descriptions previously received by Chief DuPage and recommended corrections.**Motion was made by Shirey.Seconded by Coleman.Ayes: Cooper, Kaseman, Coleman, VanGethem, Shirey.Nays-none.Motion carried.**

Clerk provided attorneys response for the Fire Department's new hire. The board is to further review.

#### Public Comment

Chief DuPage thanked Kaseman for grading the Fire Hall driveway.

A resident inquired who the Blight Officer was and Supervisor advised it was him at this time.

Leader for the tournament at the ballpark mentioned updates he would like to see and possible funds that could be received depending on tournament outcome.

Don thanks the community for being a part of Township Clean up approximately 90 bags of garbage were collected.

Meeting adjourned at 6:16 p.m.

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Nicole Cooper, Township Clerk

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Approved by Supervisor, Dean Coleman