

FOSTER TOWNSHIP REGULAR BOARD MEETING MINUTES

JANUARY 14, 2025

1968 CLEAR LAKE ROAD, WEST BRANCH, MI 48661

Supervisor Coleman called the meeting to order with the pledge to the flag at 7:00 p.m.

Present: Supervisor Coleman, Treasurer VanGoethem, Clerk Cooper, Trustee Shirey, Trustee Kaseman. Absent: None.

Regular Meeting Minutes from the December 10, 2024 meeting were reviewed.

Motion was made by Shirey to approve minutes as submitted. Seconded by VanGoethem.

Motion carried.

Special Meeting Minutes from the December 30, 2024 meeting were reviewed.

Motion was made by Shirey to approve minutes as submitted. Seconded by Coleman.

Motion carried.

Treasurer's Report received and filed with the Clerk. Treasurer reported General Fund \$530,442.44, Fire Department \$162,973.28, CD \$76,210.69.

Motion was made by Kaseman. Seconded by Cooper.

Ayes: Coleman, VanGoethem, Cooper, Shirey, Kaseman. Nays: None. Motion carried.

Public Comment

Resident requested the board pass the presented resolution to support legal authority of the Ogemaw County Road Commission to stop private landowners from gating. The board will further review.

Assessor

Assessor's Report received and filed with the Clerk.

Resolution 25-01 2025 Poverty Exemption Income Guidelines and Asset Test

Motion was made by Shirey. Seconded by VanGoethem.

Ayes: Coleman, VanGoethem, Cooper, Shirey, Kaseman. Nays: None. Motion carried.

Resolution 25-02 Alternate Start Date of 2025 March Board of Review

Motion was made by Coleman. Seconded by Cooper.

Ayes: Coleman, VanGoethem, Cooper, Shirey, Kaseman. Nays: None. Motion carried.

Approval of 2025 Application for Tax Exemption

Motion was made by Coleman. Seconded by Shirey.

Rollcall: Kaseman-yes, Shirey-yes, VanGoethem-yes, Coleman-yes, Cooper-yes. Motion carried.

Sexton

No burials. One has been requested but at a later date.

Foster Township Fire Department

Agreement for Medical First Responder Services Contract
Motion was made by Shirey. Seconded by VanGoethem.
Ayes: Coleman, VanGoethem, Cooper, Shirey, Kaseman. Nays: None. Motion carried.

Wildland PPE Grant \$9,998.00 with being 50% / 50% match (\$4,999.00)
Rollcall: Shirey-yes, VanGoethem-yes, Coleman-yes, Cooper-yes, Kaseman-yes Motion carried.

Library

Report received and filed with the Clerk.

Unfinished Business

Supervisor has been unable to reach attorney in regards to Losey Property.

New Business

Board of Review members will be attending a training.

Previous Cost Recovery Ordinance rescinded.
Motion was made by VanGoethem. Seconded by Coleman.
Ayes: Coleman, VanGoethem, Cooper, Shirey, Kaseman. Nays: None. Motion carried.

New Cost Recovery Ordinance. Pending apparatus and charges to be separate.
Motion was made by Shirey. Seconded by VanGoethem.
Ayes: Coleman, VanGoethem, Cooper, Shirey, Kaseman. Nays: None. Motion carried.

2025/2026 Regular Board Meeting Time reviewed.
Motion was made by VanGoethem to change meeting time from 7:00 p.m. to 6:00 p.m.
Seconded by Coleman.
Ayes: Coleman, VanGoethem, Cooper, Shirey, Kaseman. Nays: None. Motion carried.

Treasurer requested signature cards and tax account updates. Signature Cards to be provided for Colleen VanGoethem, Dwight McIntyre, Nicole Cooper and Jacqueline Sholes. Tax account will have previous Deputy Treasurer Carol Riker removed and reflect Colleen VanGoethem and Dwight McIntyre.
Motion was made by VanGoethem. Seconded by Shirey.
Rollcall: Kaseman-yes, Coleman-yes, Shirey-yes, VanGoethem-yes, Cooper-yes. Motion carried.

2025/2026 Regular Board Meeting Schedule reviewed.
Motion was made by VanGoethem. Seconded by Cooper.
Ayes: Coleman, VanGoethem, Cooper, Shirey, Kaseman. Nays: None. Motion carried.

Foster Township Board and Fire Department Credit Card Policy presented. Corrections will be made and presented at the following Regular Board Meeting.

Motion made by VanGoethem to remove Debit Cards and obtain Credit Cards with \$1,000.00 limits but not to exceed \$250.00 purchases prior to Board approval for Treasurer, Clerk and Sexton/. Seconded by Coleman.
Rollcall: Coleman-yes, VanGoethem-yes, Kaseman-yes, Shirey-yes, Cooper-yes. Motion carried.

Bills

Clerk stated bills were \$11,826.25

Motion was made by Shirey. Seconded by VanGoethem.

Ayes: Coleman, VanGoethem, Cooper, Shirey, Kaseman. Nays: None. Motion carried.

Snow Removal increased by \$800.00 for additional location and additional salt.

Motion was made by VanGoethem. Seconded by Shirey.

Rollcall: Kaseman-yes, Coleman-yes, Shirey-yes, VanGoethem-yes, Cooper-yes. Motion carried.

Public Comment

Verizon Tower should be presented to the Ogemaw County Planning Board in February. Permits have been pulled.


A resident questioned meetings being available for those that are not able to attend. The board is continuing to work on a solution.

Meeting Minutes being posted on the website. Until they are posted a request for unapproved drafted minutes can be sent to the Clerk.


A request for the public to view and be given a description proposed ordinances, resolutions and policies.

A request for Agenda, Ordinances, Policies to be posted on Township Website.

Supervisor adjourned the meeting at 8:16 p.m.



Nicole Cooper, Township Clerk



Approved by Supervisor, Dean Coleman

01/14/2025

ACCOUNT BALANCE REPORT FOR FOSTER TOWNSHIP
PERIOD ENDING 01/31/2025

GL NUMBER	DESCRIPTION	END BALANCE 01/31/2025
Fund 101 - GENERAL OPERATING FUND		
Assets		
101-000-001.000	CASH-CHECKING	269,829.29
101-000-002.000	CASH-SAVINGS	248,920.60
101-000-002.003	EFT/UTILITIES CHECKING	11,692.55
TOTAL ASSETS		<u>530,442.44</u>
Fund 206 - FIRE FUND		
Assets		
206-000-001.000	CASH-CHECKING	126,744.93
206-000-004.000	FIRE EQUIPMENT FUND CHECKING	36,228.35
TOTAL ASSETS		<u>162,973.28</u>
101-000-003.002	CD-CEMETERY	14,045.94
101-000-003.010	CD-PARK	6,364.58
101-000-008.000	CASH - CERTIFICATE OF DEPOSIT CHEMICAL B	55,800.17
		<u>76,210.69</u>

01/11/2025 12:39 PM
 User: NICOLE
 DB: Foster Twp

CHECK REGISTER FOR FOSTER TOWNSHIP
 CHECK DATE FROM 01/14/2025 - 01/14/2025

Check Date	Bank	Check	Vendor	Vendor Name	Invoice Vendor	Description	Amount
------------	------	-------	--------	-------------	----------------	-------------	--------

01/14/2025	EFT/U	935(E)	00029	AT&T	AT&T	TELEPHONE	137.74
------------	-------	--------	-------	------	------	-----------	--------

01/14/2025	EFT/U	936(E)	00043	CONSUMERS ENERGY	CONSUMERS ENERGY	TWP HALL GARAGE PARK FIRE HALL LED LIGHT ROAD STREET LIGHTS	119.15 30.89 28.76 278.70 379.55 411.36
------------	-------	--------	-------	------------------	------------------	--	--

01/14/2025	EFT/U	937(E)	00490	WEBSTERGARNER, INC	WEBSTERGARNER, INC	PROPANE	1,248.41
------------	-------	--------	-------	--------------------	--------------------	---------	----------

01/14/2025	EFT/U	938(E)	00341	WEX BANK	WEX BANK	FUEL	114.11
						FUEL	149.97
							264.08

EFT/U TOTALS:

Total of 4 Disbursements: 2,029.81

Bank Fire FIRE DEPARTMENT CHECKING

01/14/2025	Fire	2210	00508	AT&T MOBILITY	AT&T MOBILITY	PHONE / IPAD SERVICE	83.79
01/14/2025	Fire	2211	00409	DARYL DUPAGE	DARYL DUPAGE	OFFICE SUPPLIES	330.00
01/14/2025	Fire	2212	00510	OTR LOGISTICS LLC	OTR LOGISTICS LLC	APX UPDATE FTRMMARE	625.00
01/14/2025	Fire	2213	00490	WEBSTERGARNER, INC	WEBSTERGARNER, INC	PROPANE	480.61
01/14/2025	Fire	2214	00019	WEST BRANCH ACE HARDWARE	WEST BRANCH ACE HARDWARE	BATTERY, SEEDER, ICE MELT	368.91

FIRE TOTALS:

Total of 5 Disbursements: 1,888.31

Bank FIREQ FIRE VEHICLE & EQUIPMENT FUND

01/14/2025	FIREQ	2215	00459	AIRGAS USA, LLC	AIRGAS USA, LLC	OXYGEN	57.86
01/14/2025	FIREQ	2216	MISC	CARIO PARTNERS	CARIO PARTNERS	AED SUPPLIES	2,226.20
01/14/2025	FIREQ	2217	00485	LEXIPOOL, LLC	LEXIPOOL, LLC	TRAINING	855.93
01/14/2025	FIREQ	2218	MISC	WEST BRANCH NAPA AUTO	WEST BRANCH NAPA AUTO	TF32M RECOVERY, MIST DETAILER	195.96
01/14/2025	FIREQ	2219	MISC	CARIO PARTNERS	CARIO PARTNERS	AED SUPPLIES	473.68

FIREQ TOTALS:

Total of 5 Disbursements: 3,809.63

Bank Gener GENERAL FUND CHECKING

01/14/2025	Gener	9314	00322	ALLISON THOMPSON	ALLISON THOMPSON	POSTAGE RETMB	81.59
01/14/2025	Gener	9315	MISC	DEAN COLEMAN	DEAN COLEMAN	MTA TRAINING	34.84

CHECK REGISTER FOR FOSTER TOWNSHIP
 CHECK DATE FROM 01/14/2025 - 01/14/2025

Check Date	Bank	Check	Vendor	Vendor Name	Invoice Vendor	Description	Amount
01/14/2025	Gener	9316	00468	GFL ENVIRONMENTAL	GFL ENVIRONMENTAL	TRASH REMOVAL	562.50
01/14/2025	Gener	9317	00487	GRAYBAR FINANCIAL	GRAYBAR FINANCIAL	SERVICETELEPHONE	188.37
01/14/2025	Gener	9318	00070	HOME DEPOT CREDIT	HOME DEPOT CREDIT	SERVICESUPPLIES	343.84
01/14/2025	Gener	9320	MISC	NICOLE COOPER	NICOLE COOPER	MTA TRAINING	33.50
01/14/2025	Gener	9321	00434	OGEMAW COUNTY ECONOMIC	OGEMAW COUNTY ECONOMIC	LEDC SUPPORT	100.00
01/14/2025	Gener	9322	00050	OGEMAW COUNTY TREASURER	OGEMAW COUNTY TREASURER	ORTLY PRE BILLING	8.78
01/14/2025	Gener	9323	MISC	ROBERT KASEMAN	ROBERT KASEMAN	MTA TRAINING	71.02

01/14/2025	Gener	9324	00134	XEROX COPORATION	XEROX COPORATION	COPIER	14.00
						PRINT CHARGES	10.81
							24.81

GENER TOTALS:

Total of 11 Disbursements: 2,049.25

Bank GENER GENERAL FUND CHECKING

01/14/2025	GENER	9319	00094	MICHIGAN TOWNSHIPS ASSOC	MICHIGAN TOWNSHIPS ASSOC	NEW OFFICIALS TRAINING	600.00
------------	-------	------	-------	--------------------------	--------------------------	------------------------	--------

GENER TOTALS:

Total of 11 Disbursements: 2,049.25

REPORT TOTALS:

Total of 36 Disbursements: 11,826.25

Check Date	Bank	Check	Vendor	Invoice Vendor	Description	Amount
Bank Fire FIRE DEPARTMENT CHECKING						
01/14/2025	Fire	2210	AT&T MOBILITY	AT&T MOBILITY	PHONE / IPAD SERVICE	83.79
01/14/2025	Fire	2211	DARYL DUPAGE	DARYL DUPAGE	OFFICE SUPPLIES	330.00
01/14/2025	Fire	2212	OTR LOGISTICS LLC	OTR LOGISTICS LLC	APX UPDATE FIRMWARE	625.00
01/14/2025	Fire	2213	WEBSTERGARNER, INC	WEBSTERGARNER, INC	PROPANE	480.61
01/14/2025	Fire	2214	WEST BRANCH ACE HARDWAR	WEST BRANCH ACE HARDWAR	BATTERY,SEEDER,ICE MELT	368.91
FIRE TOTALS:						
						1,888.31

Total of 5 Disbursements:

Bank	FIREQ	FIRE VEHICLE & EQUIPMENT FUND	Amount
01/14/2025	FIREQ	2215	00459
01/14/2025	FIREQ	2216	MISC
01/14/2025	FIREQ	2217	MISC
01/14/2025	FIREQ	2218	MISC
FIREQ TOTALS:			
			1,888.31

Total of 4 Disbursements:

Bank	Gener	GENERAL FUND CHECKING	Amount
01/14/2025	Gener	9314	00322
01/14/2025	Gener	9315	MTSC
01/14/2025	Gener	9316	00468
01/14/2025	Gener	9317	00487
01/14/2025	Gener	9318	00070
01/14/2025	Gener	9320	MISC
01/14/2025	Gener	9321	00434
01/14/2025	Gener	9322	00050
01/14/2025	Gener	9323	MISC
01/14/2025	Gener	9324	00134
GENER TOTALS:			
			3,335.95

Total of 11 Disbursements:

Bank	Gener	GENERAL FUND CHECKING	Amount
01/14/2025	Gener	9319	00094
GENER TOTALS:			
			600.00

ALLISON THOMPSON
 DEAN COLEMAN
 GFL ENVIRONMENTAL
 GRAYBAR FINANCIAL SERV
 HOME DEPOT CREDIT SERV
 NICOLE COOPER
 OGEAMW COUNTY ECONOMIC
 OGEAMW COUNTY TREASURER
 ROBERT KASEMAN
 XEROX COPORATION
 XEROX COPORATION
 XEROX COPORATION
 POSTAGE REIMB
 MTA TRAINING
 TRASH REMOVAL
 TELEPHONE
 SUPPLIES
 MTA TRAINING
 EDC SUPPORT
 QRTLY PRE BILLING
 MTA TRAINING
 COPIER
 PRINT CHARGES

Expense report

PURPOSE

CREDIT CARD

DEPARTMENT

DATE 1/7/26

EMPLOYEE INFORMATION

Name DARYL DUPAGE

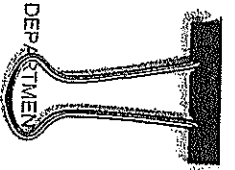
Department

Position FIRE CHIEF
Manager

Date	Account	Vendor	Description	BOARD APPROVAL DATE	Total
11/28/2024	206-336-955-000	MOB ARMOR	IPAD MOUNT / CASE		\$208.00 ✓
12/1/2024	206-336-955-000	EKO DEVICES	AMPLIFIED STETHOSCOPE		\$454.74 ✓
12/2/2024	206-336-955-000	MASTER MEDICAL	AED SUPPLIES		\$210.30 ✓

APPROVED:

Expense report



PURPOSE REIMBURSEMENT

DEPARTMENT 1

DATE 1/7/25

EMPLOYEE INFORMATION

Name DARYL DUPAGE

Department

Position FIRE CHIEF
Manager

Date	Account	Vendor	Description	BOARD APPROVAL DATE	Total
12/13/2024	206-336-752-000	WALMART	OFFICE SUPPLIES		\$204.10 ✓
12/15/2024	206-336-752-000	WALMART	OFFICE SUPPLIES		\$96.18 ✓
12/22/2024	206-336-752-000	OFFICE CENTRAL	OFFICE SUPPLIES		\$29.72 ✓

APPROVED:
