

# VIENNA TOWNSHIP BOARD MEETING

Monday, December 08, 2025

Richard T. Johnson, CLERK

**Roll Call:**   **Present:**       Rizk, Bryan, Thompson, JThomas, Muron, Johnson  
                  **Absent:**         SThomas

**Previous Minutes:** November 10, 2025. Moved by Bryan, supported by JThomas to approve the minutes of November 10, 2025, with any changes or corrections.

All in favor

**Bills:**                   Bills in the amount of \$6,227.25. were presented. Moved by Thompson, supported by Bryan to approve the payment of bills in the amount of \$6,227.25.

**ROLL CALL:**

Yeas – Rizk, Bryan, Thompson, JThomas, Muron, Johnson

Nays – None

Motion carried

**Treasurer Report:** Thompson stated the October Treasurer's Report, and the October 2025 Revenue and Expense Report are in the board packet. The general fund total as of October 31, 2025, was \$7,434,908.72. I have initiated the closure of three (3) of our money market accounts held at Huntington Bank. The funds will be moved to a MIClass account, where they will have a much higher interest rate. Winter tax bills were mailed out December 1<sup>st</sup>. Every year they are due February 14<sup>th</sup>. We will not add late fees until December 17<sup>th</sup>, because the 14<sup>th</sup> falls on the weekend. Our office is closed on December 31<sup>st</sup>. Keep that in mind, if you are trying to make a tax payment in 2025, anything received after our office reopens will be marked received in 2026. We received a signed court order to strike some delinquent personal property taxes in the amount of \$5,135.94 from our tax role. These taxes are from businesses that have closed and were considered uncollectible. The taxes were from the years of 2016 to 2019.

**Building Report:** Rizk said the building report has four (4) new build homes in Pheasant Run. We also have two (2) pole bars and some generators.

**Planning Report:** Thompson reported that the Planning Commission approved a pond at 2161 W. Wilson Road. We postponed an amendment to a site plan for the corner of Dort and Wilson Roads for an additional five (5) light post until a photometric

light study can be reviewed by Rowe Engineering. They also requested a temporary sales building at the site that was denied. Our next meeting will be December 15<sup>th</sup> at 5:30 P.M.

**ZBA:** Johnson said they approved a 99 ft front yard variance for 5232 Frances Road. Thank you to Samantha for pulling all the old minutes relating to this.

**Library Report:** Thompson relayed the library had its annual elevator inspection. The elevator needs some serious attention because of some new changes to the law. We are looking at about \$8,000.00 to meet requirements. Some of the wood framing around the main library entrance doors is rotting, also.

**Senior Center Report:** Rizk stated the Senior Center Report is in the board packet.

**Fire Authority Report:** Bryan announced tomorrow is the Fire Authority meeting. The new truck should be delivered mid-January. Training for our firefighters will occur in February, and hopefully the new truck will be in service in March. We approved a revision to our FOIA policy. Tomorrow night we should be finalizing our 2026 budget. We are always looking for more firefighters.

**BDA Report:** Director Maxwell announced the Morning Brew with the BDA will start on January 21<sup>st</sup> from 8:30 A.M. until 10:30 A.M. In December, local leaders will meet to discuss possibilities for a celebration of the 250<sup>th</sup> anniversary of the United States. More details will follow. The BDA staff and the City of Clio are planning to partner to hold our second annual Small Business Workshop in the spring of 2026. The Clio Area Chamber of Commerce will have their monthly luncheon on December 11<sup>th</sup> at the Fire Department. After a successful first season, the pickleball nets have been removed for the winter. We are going to look into some portable bathrooms and some seating out there next year. Congratulations to Cindy on her retirement. Our monthly meetings are the second Tuesday of the month at 8:30 A.M.

**Parks and Rec:** JThomas said they will meet in February.

**Sports Complex Report:** JThomas said there is nothing to report at this time.

**Supervisor Report:** Rizk announced that our Clerks Search Committee has concluded. We have a recommendation of Richard Johnson for the Clerk appointment. The new lease for the Sports Complex is almost finalized and will then be presented to the Sports Complex Board as a one-year lease. A non-disclosure was released last week, and Goodwill Industries will be moving to the current Keys Pools location. Keys Pools will be moving to a smaller location.

**Additions/Changes: Resolution #12-08-25-17**

Moved by Bryan, supported by Thompson to add Resolution #12-08-25-17 as item #11 to the December 08, 2025, agenda.

All in favor

**Correspondence:** Letter – Comcast Price Changes  
Letter - xFinity Programming Changes  
Report - November Stats Genesee County Sheriff

**Public Comment:** Members of the public will have an opportunity to speak during the public comment portion of the meeting, and such comments will be limited to three (3) minutes per person.

None

**New Business:**

**1. Final Reading and Possible Adoption - Ordinance 468**

Moved by Bryan, supported by JThomas to adopt ordinance 468 to prohibit unauthorized occupation of Township Property and set forth the disposition of items associated with unauthorized occupation.

**ROLL CALL:**

Yeas – Bryan, Thompson, JThomas, Muron, Johnson, Rizk

Nays – None Motion carried

**2. 2026 Sheriff's Department Contract**

Moved by Bryan, supported by Johnson to approve the 2026 Agreement for Enforcement Services between the County of Genesee, The Genesee County Sheriff's Department, and Vienna Charter Township in the amount of \$1,749,916.00, as presented.

**ROLL CALL:**

Yeas – Thompson, JThomas, Muron, Johnson, Rizk, Bryan

Nays – None Motion carried

**3. 2026 SRO Agreement**

Moved by Bryan, supported by Thompson to approve 2026 SRO agreement with Clio Area Schools as presented.

**ROLL CALL:**

Yeas – JThomas, Muron, Johnson, Rizk, Bryan, Thompson

Nays – None Motion carried

**4. 2025 Budget Adjustments**

Moved by Bryan, supported by Thompson to approve the 2025 budget adjustments as presented.

ROLL CALL:

Yeas – Muron, Johnson, Rizk, Bryan, Thompson, JThomas

Nays – None

Motion carried

**5. 2025 BDA Budget Adjustments**

Moved by Bryan, supported by JThomas to approve the 2025 BDA Budget adjustments as presented.

ROLL CALL:

Yeas – Johnson, Rizk, Bryan, Thompson, JThomas, Muron

Nays – None

Motion carried

**6. 2026 Building Official Contract**

Moved by Bryan, supported by Johnson to approve the 2026 Building Official contract with Michael Mantei as presented.

ROLL CALL:

Yeas – Rizk, Bryan, Thompson, JThomas, Muron, Johnson

Nays – None

Motion carried

**7. CMOM**

Moved by Bryan, supported by JThomas to approve 10-year lateral sewer system operation and maintenance agreement with Genesee County Drain Commission beginning January 01, 2026, as presented.

ROLL CALL:

Yeas – Bryan, Thompson, JThomas, Muron, Johnson, Rizk

Nays – None

Motion carried

**8. Clerk Appointment**

Moved by Thompson, supported by JThomas to appoint Richard Johnson to the position of Township Clerk, effective January 01, 2026, and serving until November 30, 2026.

ROLL CALL:

Yeas – Thompson, JThomas, Muron, Rizk

Recused – Bryan, Johnson

Nays – None

Motion carried

### **9. Bank Signatories**

Moved by Bryan, supported by Thompson to approve signatories for Independent Bank as Richard Johnson, Clerk, Angela Thygesen, Deputy Clerk, Cathrine Thompson, Treasurer, and Jennifer Wohfeill, Deputy Treasurer.

#### **ROLL CALL:**

Yeas – Muron, Johnson, Rizk, Bryan, Thompson, JThomas

Nays – None

Motion carried

### **10. Set Public Hearing - Zoning Ordinance Text Amendments**

Moved by Bryan, supported by Johnson to set Public Hearing for Zoning Ordinance Text Amendments on January 12, 2026, at 5:30 PM.

All in favor

### **11. Resolution #12-08-25-17, Recognition of Cynthia J. Bryan**

Moved by Thompson, supported by JThomas to adopt Resolution #12-08-25-17, as presented.

#### **ROLL CALL:**

Yeas – Johnson, Rizk, Bryan, Thompson, JThomas, Muron

Nays – None

Motion carried

#### **Public Comment:**

Members of the public will have an opportunity to speak during the public comment portion of the meeting, and such comments will be limited to three (3) minutes per person.

None

#### **Board Comment:**

Johnson – I want to thank the Board and everyone who supported me. I've worked with the committees, the residents, the businesspeople, it's just a long list. One thing I will tell you right now is that this is a well-oiled machine. When I step into Cindy's office, there's going to be no change. It's going to be business as normal. You had a good tight ship, and I've got big shoes to fill. Good luck, God bless you.

Muron – Thank you for everything Cindy! Merry Christmas and Happy New Year!

Thompson – It's been an honor my friend! Merry Christmas everybody!

Bryan – This is my last meeting as the Township Clerk. I'm in my 13<sup>th</sup> year. I've seen a lot of board members and coworkers come and go in that time. It has been my absolute pleasure to work with everyone. I can say that I am going to call them team members here at the Township. They are the best. As far as I am concerned, us as elected officials look good, because of them. I wish you a lot of luck, Rick. I'm only a phone call away. I am still going to stay involved with the community. I loved serving on this board. Thank you for all of the well wishes. I'll be around. Merry Christmas. Happy New Year.

SThomas – Excused absence.

JThomas – I'm going to miss you. We had a good time working with you. We are losing a good person. Happy retirement! Merry Christmas everyone and have a safe holiday with your family.

Rizk – We do have a great machine running, hopefully it will continue that way. Have a holiday season. I can't add anything else to the great laurels everyone else is heaping on Cindy!

Moved to adjourn at 6:00 PM

---

Joseph A. Rizk  
Supervisor

---

Richard T. Johnson  
Clerk

CERTIFICATION:  
STATE OF MICHIGAN  
COUNTY OF GENESEE

I, the undersigned, do hereby certify that the foregoing is a true and complete copy of the minutes of the regular meeting of the Township Board of the Charter Township of Vienna, Genesee County, Michigan, held on the 8th day of December, 2025.

---

Richard T. Johnson  
Clerk