

**VEVAY TOWNSHIP  
BOARD OF TRUSTEES  
Regular Meeting  
Monday, May 11, 2015  
Vevay Township Hall – 7:00 p.m.**

MINUTES

**Members Present:** Supervisor Jesse Ramey, Clerk JoAnne Kean, Treasurer Shaun Sherwood, Trustees Douglas Shaw & Bruce Walker  
**Members Absent:** None  
**Other Present:** Ingham County Roads Department Director Bill Conklin  
**Staff Present:** Deputy Clerk Brett Linsley

The meeting was called to order by Supervisor Ramey at 7:00 p.m. and followed by the Pledge of Allegiance.

**Set/Amend Agenda.** The April Response Report from the Mason Fire Department listed on the consent agenda has not been received. It will be removed from the evening's consent agenda.

**Adoption of Consent Agenda.**

**MOTION Kean, seconded Sherwood, to adopt the consent agenda as amended.**

**Roll Call Vote**

**Ayes: Ramey, Sherwood, Shaw, Walker & Kean  
Nays: None**

**Public Comment.** Resident Greg Shaw asked if a fire had occurred at a property in Vevay Township per statements he read on social media.

**\*All items listed in Item IV are considered to be routine by the Township Board and will be enacted by one (1) motion. There will be no separate discussion of these items unless a Board member or citizen so requests, in which event the item will be removed from the Consent Agenda and considered separately. Recommendations are preceded by an asterisk (\*).**

- Regular Meeting Minutes on 4-13-15. \*approve & file
- Treasurer's Report on April 2015 Fund balances. \*receive & file
- Clerk's Report on April 2015 Balance Sheets. \*receive & file
- Disbursements for 5-11-15 Report: General Fund Checks #26668 - #26738, EFTs #104, #105 & #106 in the amount of \$51,996.93. \*approve & file
- Planning Comm. Minutes 4-8-15 Regular Mtg. & 4-21-15 Special Meeting.\*distribute
- April 2015 AGS Building/Zoning Report. \*receive & file
- Correspondence from:
  1. Mason Fire Dept. re: April Response Report. \*removed
  2. State Public Hearing Notice of Opportunity to Comment on Tri-County Electric Cooperative to fully comply w/PA 295 of 2008 no later than May 12, 2015. \*file

Correspondence (continued):

3. MI Dept of Licensing & Regulatory Affairs, Bureau of Construction Codes Notice Of Hearing on May 28, 2015. \*file
4. Office Secretary Shirley Harmon re: Thank you for the hourly rate increase. \*file

**2015 Local Road Program.** Bill Conklin, Director of the Ingham County Road Department, was present to discuss the 2015 Local Road Program. Some of the projects chosen for the 2014 program were not finished in the 2014 construction season and will be carried over to this season. The price to complete these projects will be \$52,513.56. Director Conklin clarified that the carry over projects will be charged at the cheaper rate between the 2014 and 2015 rates. Municipalities only pay material costs, while the County pays for labor.

New projects chosen for the 2015 Local Road Program will cost approximately \$65,000. Between \$30-35,000 would be expensed to the Township, while the County would match the Township up to \$30,000. Director Conklin gave estimated costs for other possible projects for this year's program. Supervisor Ramey – expressed concerns that the County's suggested improvements would exceed the Township's budget. He (Ramey) suggested Diamond Road (from M36 to Columbia) would be a feasible option. Trustee Walker – asked about improvements to Eden Road. Director Conklin – said that a portion of Eden will be chip sealed at the County's expense because the road has a "Primary Road" classification. Kipp Road repairs should be completed within the 2015 construction season. The Board and Director Conklin discussed in detail the various roads in the Township and their current conditions as well as various options for funding repairs. \$30,000 has been budgeted for this year's program. Additional funds will have to be transferred from Unappropriated Funds to cover the remaining balance of \$5,000.

Clerk Kean – again, asked about the intersection at Kipp Road and Barnes Street/Eden Road. Director Conklin – said he has asked for an updated study to be done on the intersection to see if it would qualify for funding outside of the County.

**MOTION Kean, seconded Walker, that \$5,000 be transferred from Unappropriated Funds (GL #101-000-676.000), for a total amount of \$35,000 to be authorized for the 2015 Local Roads Program to repair Diamond Road (From M36 to Columbia Road) and expensed to Roads Maintenance (GL #101-444-969.000).**

**Roll Call Vote**

**Ayes: Sherwood, Ramey, Kean, Walker & Shaw  
Nays: None**

**Approval and Continuation of Certain Special Land Use Permits (SLUs).** In response to the request from Roseanne Fry for the Township to discontinue her SLU (#42), the Township's legal counsel has suggested amending the Zoning Ordinance to include verbiage that more clearly outlines the cancellation process. That issue will be addressed at a later date. The Planning Commission has recommended approval and continuation of the following SLUs:

#5                      Don Launstein, 384 Every Road – Saw Mill  
#7 & #37              Family Life Broadcasting, Tomlinson & Ives Road – Radio Tower

**MOTION Walker, seconded Kean, that SLUs #5, #7, & #37 be approved for continuation and that SLU #42 be discontinued as recommended by our Planning Commission.**

**Roll Call Vote**

**Ayes: Shaw, Sherwood, Ramey, Kean & Walker**

**Nays: None**

**Supervisor's Report:**

**1. Master Plan Survey Update.** The Master Plan survey was mailed on May 1<sup>st</sup>. The Township has received about 150 completed surveys since then. The cost for mailing the surveys and providing return postage was approximately \$1,400.

**2. Capital Outlay Purchases.** Supervisor Ramey updated the Board on several purchases authorized at previous meetings. Folding chairs, playground mulch, eaves troughs, and down spouts have all been delivered and installed at the Township Hall. The old chairs were donated to Mason Schools. Additionally, the Supervisor noted that while \$1,500 was authorized for the playground mulch, only \$800 was spent.

**3. Training Report: MTA Intro to Planning & Zoning.** Two Zoning Board of Appeals members, two Planning Commission (PC) members, and the Supervisor went to MTA training in Jackson, Michigan on April 30<sup>th</sup>. Supervisor Ramey reported that the training was informative. Clerk Kean – explained that online training was purchased from MTA for former PC member Coe Emens III and never used. MTA has confirmed that those trainings can be used for new PC member Wayne Uzzle.

**Clerk's Office: Special Election Update.** At the May 5<sup>th</sup> Special Election, Vevay Township had an approximate 32% voter turnout with 900 ballots cast. Fewer election workers were present at this election to minimize cost to the State who will be reimbursing the Township for election-related costs. A preliminary report indicates the Township will be reimbursed at least \$6,500.

**Treasurer's Training Report (Not on Agenda).** At this time Treasurer Sherwood asked to add her report to the evening's meeting. She (Sherwood) thanked the Board for authorizing the funds to send her to the Michigan Municipal Treasurer's Association Institute to maintain her accreditation. Some topics covered at the Institute were personal property tax reform, economic development, reporting procedures, and disaster preparedness. On the latter issue, Treasurer Sherwood learned that the Township does not currently hold Red Cross certification but can be utilized as a warming or cooling center during emergency situations. Supervisor Ramey – stated that the power generator would also allow the Township Hall and Office to be used as a command center during emergency situations.

**Request from Planning Commission (PC) re: Proposed Medical Marijuana Ordinance.** The PC has requested that the Board authorize funds to begin consideration of a revised zoning ordinance amendment regarding medical marijuana. Planner Eidelson believes his costs for this project would be approximately \$1,000. The Township's attorney has worked on medical marijuana ordinances for other communities, and also believes his fees should be no more than \$1,000.

**MOTION Walker, seconded Kean, to authorize the PCs request to begin work on an amendment to the Zoning Ordinance regarding medical marijuana and to authorize funds for the project in the amount \$2,000 to be expensed to Legal Services (GL #101-801-826.000) and Contractual Planning Services (GL #101-801-819.002).**

Clerk Kean – explained that the Township does have a medical marijuana ordinance but that is ineffective because of rapid changes in related legislation. At the last PC meeting, Secretary Lazet noted that, given the fluid nature of legislation, it may be worthwhile to wait for relevant laws to be solidified. After in-depth discussion, the Board asked Trustee Walker to relay concerns about the enforceability of such an ordinance to the PC.

**Roll Call Vote**

**Ayes: Walker, Sherwood, Ramey & Kean  
Nays: Shaw**

**Correspondence from Community Planner Mark Eidelson re: Zoning Map Update.**

Community Planner Eidelson has provided the Board with a newly drafted zoning map. Some inaccuracies have already been detected by the PC. Mr. Eidelson has asked the Board and PC to continue reviewing the map. After review, the new map would be adopted by the same process as a new zoning ordinance amendment. The Board discussed potential corrections to the new map. Trustee Walker will report the Board's corrections to the PC.

**Authorization Request to Pay the City of Mason \$1,850 Due to Overpayment re: PA 425 Water/Sewer Connections.**

Treasurer Sherwood – said that in 2013 the Township received payment for a PA 425 Agreement from the City of Mason for a water sewer hookup. The City Treasurer Eric Smith recently discovered that the Township was overpaid. If authorized, the Township will send a payment of \$1,850 to the City of Mason to correct this error. Documentation to support the overpayment was presented in the Board packet.

**MOTION Shaw, seconded Kean, to authorize payment of \$1,850 to the City of Mason due to overpayment, transferred from Unappropriated Funds (GL #101-000-676.000) and expensed to Governing Body - Miscellaneous (GL #101-101-956.000)**

**Roll Call Vote**

**Ayes: Kean, Walker, Shaw, Sherwood & Ramey  
Nays: None**

**Authorization Request to Attend Michigan Townships Association Trainings.**

**MOTION Kean, seconded Sherwood, to authorize funds for the Supervisor to attend MTA's *On the Road* training on June 4<sup>th</sup> in Chelsea, expensed to Supervisor Educational Meetings (GL #101-171-960.000).**

**Roll Call Vote**

**Ayes: Ramey, Kean, Walker, Shaw & Sherwood  
Nays: None**

In addition to the *On the Road* training, MTA will also be offering budgeting workshops in July. The Clerk and Supervisor said they will be able to attend. Treasurer Sherwood and Trustee Walker expressed an interest in attending and said that they will each check their availability. Clerk Kean requested funds to purchase two new books for these training sessions.

**MOTION Shaw, seconded Kean, to authorize funds for up to four Board members to attend MTA's *Money Matters & Better Budgeting* workshops in an amount not to exceed \$596 as well as the purchase of two copies of the book *Building a Better Budget* (\$28.80 per book), all to be expensed to Educational Meetings (GL #101-101-960.000).**

**Roll Call Vote**

**Ayes: Sherwood, Ramey, Kean, Walker & Shaw  
Nays: None**

**Fiber Optic Service at Township Hall.** The Township has recently become aware of an opportunity to upgrade the Township Hall internet service with fiber optics at no installation cost. The free installation will only be available for a limited period of time. The monthly fee for fiber optic service would be increased, but would also significantly improve upload and download speeds. Currently, the internet service at the Township Hall is not meeting the staff's needs. Trustee Walker – expressed concerns about the fixed overhead associated with the higher monthly cost. Treasurer Sherwood and Clerk Kean – explained problems that have occurred due to exceptionally slow internet speed, mostly corruption of large software updates caused by slow internet download speeds. These updates are downloaded twice every month. After in depth discussion regarding the three options for upgraded internet services, the Board decided to postpone the discussion for a later date.

**Mud Creek Drain Project.** At a recent meeting with the Ingham County Drain Commissioner's Office, the Board learned that the Township's portion of the Mud Creek Drain Project cost will be \$418,000 (18% of the project's total cost). If the Township makes a prepayment of \$220,000, there will be significant savings over the course of paying for project. Legal Counsel has advised the Board not to approve a resolution regarding this matter until the Drain Commission has provided final figures for the project. The Board discussed holding a special meeting to further discuss this matter.

Trustee Walker – expressed concerns about the Township's short term liquidity if the Township chooses to prepay a large portion of the bond.

**Other Business.** In response to a question from Trustee Walker, Treasurer Sherwood said that there are no updates regarding the collection of *Apex Precision Solutions Inc.*'s delinquent Industrial Facility Tax.

The Township's Legal Counsel has requested changes in the Township's three-year contract with the Mason Fire Department. Revisions should be available for review at next month's meeting.

**Adjournment.** The meeting was adjourned at 9:01 p.m.

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JoAnne Kean, Clerk