

**VEVAY TOWNSHIP
BOARD OF TRUSTEES
Regular Meeting
Thursday, December 1, 2016
Vevay Township Hall at 6:00 p.m.**

MINUTES

Members Present: Supervisor Jesse Ramey, Clerk JoAnne Kean, Treasurer Shaun Sherwood, Trustees John Lazet and Richard Lacasse
Members Absent: None
Others Present: Deputy Clerk Brett Linsley

The meeting was called to order by Supervisor Ramey at 6:06 p.m. and followed by the Pledge of Allegiance.

Set/Amend Agenda. None

Public Comment. Clerk Kean welcomed both of the new Township Trustees to their first Board meeting.

Resolution Recognizing Tri-County Regional Planning Commission. Clerk Kean announced that the Tri-County Regional Planning Commission will be hosting a celebration of their 60th anniversary and that anyone interested in attending should let her know.

**TOWNSHIP OF VEVAY
INGHAM COUNTY, MICHIGAN
TRI-COUNTY REGIONAL PLANNING COMMISSION 60TH CELEBRATION
RESOLUTION NO. 16-10**

At a regular meeting of the Township Board of Trustees of the Township of Vevay, Ingham County, Michigan, held in the Township Hall, 780 Eden Road, Mason, Michigan 48854 on the 1st day of December, 2016.

PRESENT: Supervisor Jesse Ramey, Clerk JoAnne Kean, Treasurer Shaun Sherwood,
Trustees John Lazet and Richard Lacasse
ABSENT: None

The following Preamble and Resolution were offered by Ramey and supported by Kean.

Whereas the Tri-County Regional Planning Commission has been responsible for developing plans and studies which have guided the growth and development of the Tri-County Region that includes the residents and communities within Clinton, Eaton, and Ingham Counties; and

Whereas the Tri-County Regional Planning Commission acts as a forum for local governments to discuss and resolve many regional issues that cross political boundaries; and

Whereas the Tri-County Regional Planning Commission is celebrating its 60th year of facilitating and providing planning for the future of our community and our region; now

Therefore, be it resolved that Vevay Township does hereby express its congratulations and appreciation to the Tri-County Regional Planning Commission for its 60 years of service to the region.

Roll Call Vote **AYES: Ramey, Sherwood, Lazet, Lacasse & Kean**
NAYS: None

RESOLUTION DECLARED ADOPTED.

Authorization of Additional Hours for Office Assistant/Deputy Clerk. Clerk Kean – explained that the previous Board had authorized 16 training hours during the month of December for Lindsay Brower who will take the Deputy Clerk position beginning in January 2017. Clerk Kean asked for the Board to authorize an additional 10 hours of training so that Ms. Brower can be involved in year-end activities, including W-2s, 1099s, and other year-end tax issues.

Treasurer Sherwood – noted that the Board had also approved 40 hours for Ms. Brower to help in the office during the Secretary’s absence in November. Treasurer Sherwood felt that because cross-training has not been done for new employees in the past the remainder of training should not exceed the previously authorized total of 56 hours.

The Board discussed budgetary issues related to the approval of these hours. While budgeting funds for specific purposes does not necessitate spending, it does make the money available for use. Currently, there are sufficient funds available budgeted to the Deputy Clerk Wages line item to cover the \$140 expense for 10 additional hours.

MOTION Kean, seconded Lacasse, to authorize expense and payment for an additional 10 hours of training for Lindsay Brower for a total of 26 hours in the month of December at \$14 per hour, expensed to Deputy Clerk – Wages (GL #101-215-703.000).

Roll Call Vote **Ayes: Ramey, Kean, Lacasse & Lazet**
Nays: Sherwood

Summer Tax Collection. Treasurer Sherwood recently met with the Chief Financial Officer of Mason Public Schools along with the Aurelius Township Treasurer to discuss possible changes in the current summer tax collection agreement. Currently, the Township collects taxes for five different entities. In the current system, only three of those entities can legally be charged for collection expenses. Treasurer Sherwood – voiced concerns that the cost for summer collection was over-calculated when the Township signed an agreement with the schools in 1999.

Treasurer Sherwood did research to find out how much the Township currently spends for summer tax collection. The Board discussed various factors such as employee benefits, administrative fees, and overhead expenses that could have been included in calculations of the total cost of collection. Given inflation, it seems unlikely that the Township's expenses have been reduced since current agreement was signed in 1999. The Board determined that, given items not included in Treasurer Sherwood's calculations, the rate agreed on in 1999 would be a reasonable rate to start at if the Board intends to revisit the issue. Trustee Lazet – suggested that the rate of \$5 be approved for a year so that the Board can do further research to determine the most accurate and fair cost possible. Clerk Kean distributed a two page list of examples of budget costs put together by MTA that the Board may consider when calculating this rate.

The Board discussed whether the \$5 should be divided five ways and each of the three legally chargeable entities be charged \$1 per parcel or whether the \$5 should be divided three ways and each of the three legally chargeable entities be charged \$1.67. Trustee Lacasse noted that, whatever the Board calculates as the total cost of tax collection, that amount should be charged.

MOTION Ramey, seconded Kean, to charge a total of \$5 per parcel for summer tax collection for the period of one year, divided as follows:

Mason Schools	\$1.67 per parcel
Ingham Intermediate	\$1.67 per parcel
Lansing Community College	\$1.67 per parcel

Ayes: Lazet, Lacasse, Kean & Ramey
Nays: Sherwood

The Board thanked Treasurer Sherwood for her research and work in the renegotiation process.

Other Business. Clerk Kean distributed a list of suggested 2017 Board meeting dates.

The meeting was adjourned at 7:38 p.m.

JoAnne Kean, Clerk