

**VEVAY TOWNSHIP  
BOARD OF TRUSTEES  
Regular Meeting  
Monday, February 8, 2016  
Vevay Township Hall – 7:00 p.m.**

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**MINUTES**

**Members Present:** Supervisor Jesse Ramey, Clerk JoAnne Kean, Treasurer Shaun Sherwood, Trustees Doug Shaw & Bruce Walker

**Members Absent:** None

**Staff Present:** Deputy Clerk Brett Linsley

**Others Present:** Planning Commission Secretary John Lazet

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 following item was added to the agenda under Pending Business:

Resolutions Approving PDR Landowner Applications for Ingham County Farmland and Open Spaces Preservation for Lovette, Cheney, and Sheridan

**Consent Agenda.** MOTION Shaw, seconded Walker, to approved the consent agenda as published.

**Roll Call Vote**

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

**Nays: None**

**\*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 (\*).**

- Minutes for Regular Meeting on 1-11-16. \*approve & file
- Financial Reports – January 2016: 1) Fund Balances 2) Balance Sheets and 3) Revenue & Expenditure Report. \*receive & file
- Planning Comm. Regular/Public Hearing Meeting on 1-6-16.\*distribute
- Adopted Planning Comm. By-Laws. \*file
- Revised 2015 Planning Commission Annual Report. \*file
- January 2016 AGS Building/Zoning Report. \*receive & file
- Correspondence from:
  - 1.) Mason Fire Department re: December 2015 & January 2016 Response Reports. \*file
  - 2.) MI Bell Telephone Co./AT&T Video Service Franchise Fees Rpt. Oct – Dec 2015. \*file
  - 3.) WOW! Business re: Programming Changes effective 1-12-16 & 2-2-16. \*file

**Accounts Payable Disbursement Authorization Report.** Clerk Kean noted that the distributed cover page inaccurately shows an additional .004 cents on the total amount. The official report that will be filed was signed by the Board members and reflects the accurate amount.

**MOTION Kean, seconded Walker, to approve the Disbursement Authorization Report as revised for General Fund Checks #27274 – #27325 and EFTs #133, #134, #135, #136 and #137 in the total amount of \$83,801.56.**

**Roll Call Vote**

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

**MTA 2016 Conference Training Reports.** Treasurer Sherwood, Clerk Kean, Supervisor Ramey, and Trustee Walker, who were in attendance at the 2016 MTA Annual Conference, shared information they had learned at the Conference. Those members expressed thanks for the Board's authorization to attend the Conference.

**Supervisor's Reports:**

**1. ICHD Water Quality Tests Results at Township Hall.** The Township Hall's water supply was tested five times in the month of January. Each test came back with negative results for bacteria. Because those tests were successful, the Township will now be on a regular testing schedule. The new water fountain should be arriving within the week.

**2. Progress Report on Delhi/Mason Connector Trail.** Supervisor Ramey attended a meeting with several local officials on January 26<sup>th</sup> regarding the Delhi-Mason connector trail. Vevay Township comprises a fairly small portion of the project. However, a bridge that would be split between Alaiedon and Vevay Townships would comprise a large cost in the project. The initial costs for building that bridge would not be Vevay's responsibility. However, the long-term issues of upkeep and liability were discussed. Millage money could be used for a certain amount for upkeep but that would not be a long term solution. If the State or County showed an interest in owning the bridge, upkeep costs and liability would not be concerns for the Township.

**Treasurer's Reports:**

**1. Tax Collection Update.** Property taxes are due on February 14<sup>th</sup>. Because this due date is a Sunday and the following day is a holiday, Treasurer Sherwood said the deadline will be February 16<sup>th</sup>. Treasurer Sherwood will collect taxes until February 29<sup>th</sup> after which time they will be turned over delinquent to County.

**2. Capital Area Treasurers (CAT) Meetings.** Treasurer Sherwood was recently elected Chairman of the Capital Area Treasurer's. Three CAT meetings are scheduled for 2016. Those meetings will take place at the Township Hall in April, August, and November.

**3. Enrollment in the Township Governance Academy.** Treasurer Sherwood enrolled in the Township Governance Academy (TGA) while at the MTA Annual Conference. Funding for these TGA courses will be discussed at the upcoming budget workshops. Treasurer Sherwood said she would be applying for a \$1,000 scholarship for the courses.

**Clerk's Reports:**

- 1. Voter Registration at Mason High School.** As in previous years Clerk Kean and Deputy Clerk Linsley organized a voter registration event at Mason High. Clerk from the City of Mason, Alaidon Aurelius, and Vevay registered sixty-eight students at the February 3<sup>rd</sup> event. This is an increase of eight more students than were registered at last year's event. WILX, Channel 10 News was also present and aired a report on the event.
- 2. MTA – ICC Quarterly Meeting.** The Ingham County Chapter meeting of MTA will be held at Aurelius Township Hall on February 24<sup>th</sup> at 6:30 p.m. The guest speaker will be Representative Tom Cochran.

**Special Land Use Permit Application Request from Doug & Tami Shaw.** Doug Shaw recused himself from voting on the issue because of a conflict of interest. The Board must review SLU permit applications using the conditions listed in Section 16.03(a) of the Zoning Ordinance. The Planning Commission's primary role in the process is to hold a public hearing to review these guidelines and make recommendation to the Board. They have recommended denying the application (see the February 3, 2016 Planning Commission minutes).

**MOTION Ramey, seconded Walker, that the SLU permit application by Doug and Tami Shaw for the rental of their building(s) and property for social events in the agricultural district be denied for the following reasons:**

- 1. The applicants were parties to a lawsuit that resulted in a Stipulation for Entry of Dismissal where they agreed that rental of any building on their property for Social Events was not permitted. The Township cannot grant a SLU permit that would be in violation of a valid court order.**
- 2. A Social Events Venue is not a permitted use in the agricultural district of Vevay Township as per Section 5.02 of the Zoning Ordinance.**
- 3. The Vevay Zoning Administrator determined the rental of any structure or social events in the agricultural district are not identified as either a permitted or special use.**
- 4. The GAAMPS for Farm Market specifies that Social Events use is to be controlled by the Township through its Zoning Ordinance.**

**The Vevay Township Zoning Ordinance requires the Board of Trustees to review SLU permit applications using as a basis of determination the conditions listed in Section 16.03 (A). The Court Order and the Zoning Ordinance do not permit the proposed use in the Ag District therefore the Board cannot make individual findings.**

**Roll Call Vote**

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

**College Road Properties Farm Lease Bids for 2016-2018.** Three bids have been submitted to the Township. The purpose of tonight's action would only be to choose a lessee whose offer would be accepted contingent upon the Township Attorney's successful review of the contract. Trustee Walker pointed out that, in addition to being the highest, the bid from Smalley Farms offers an up-front payment date that coincides with the end of the Township's current fiscal year.

Treasurer Sherwood said she has heard favorable reviews from residents of other jurisdictions who live near land farmed by Smalley. Clerk Kean explained that Mr. Smalley is familiar with farming on college road as he had aided the former lessee.

**MOTION Walker, seconded Sherwood, to offer the College Road properties farm lease to Smalley Farms for \$125 per acre for a total of \$4,417.50 per year for the years of 2016, 2017, and 2018, paid no later than March 31<sup>st</sup> each year. Furthermore, that the agreement between parties is contingent on favorable review by the Township Attorney.**

**Roll Call Vote**

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

**Scheduling 2016-2017 Budget Workshop(s) and Budget Hearing.** Tentative dates for two workshops, a public hearing, and adoption were distributed with the Board Packet. Clerk Kean noted that the second workshop may be unnecessary depending on the how expediently business is done on the 19<sup>th</sup>.

**MOTION Kean, seconded Walker, to set the 2016-2017 Fiscal Year Budget Public Hearing for Wednesday, March 16, 2016 at 7:00 p.m. during the regularly scheduled Board meeting.**

**Roll Call Vote**

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

The Board reached a consensus to hold the following meetings regarding the 2016-2017 Fiscal Year Budget:

- Budget Workshop/Special Meeting – Friday, February 19<sup>th</sup> at 11:00 a.m.
- Budget Workshop/Special Meeting (if necessary) – Friday, March 11<sup>th</sup> at 10:00 a.m.
- Budget Public Hearing – Wednesday, March 16<sup>th</sup> at 7:00 p.m.
- Special Meeting to Adopt 2016-17 Budget – Monday, March 28<sup>th</sup> at 6:00 p.m.

**Authorization Request for Refunding Assessor Mackenzie for MTA Annual Training Costs.** In 2014, the Board approved Assessor Mackenzie to use his \$300 educational fund towards the MTA Annual Conference. He did not attend in 2015 but did attend in 2016. Assessor Mackenzie's request to use his funds should have been reviewed prior to the conference. Supervisor Ramey asked the Board to retroactively approve the funds.

**MOTION Ramey, seconded Walker, to authorize expense and payment of \$300 for Assessor Jeff Mackenzie's attendance at MTA's 2016 Annual Conference, charged to Assessor – Educational Meetings (GL #101-209-960.00)**

**Roll Call Vote**

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

**Authorization Request for Payment of Ingham County HazMat 2016 Dues.** Vevay Township's 2016 participation level for HazMat dues remains at \$500, the same amount it has been for the past several years. The Board discussed various situations in the past when the readiness of the HazMat team has been pivotal in handling emergencies.

**MOTION Kean, seconded Walker, to authorize expense and payment of 2016 Ingham County HazMat dues in the amount of \$500 to be charged to HazMat Funding (GL #101-336-813.000).**

Roll Call Vote

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

**Authorization Request for City of Mason Fire Services Contract Quarterly Payment for the Months of January, February, and March.** At last month's meeting, the Board authorized payment for the fire services contract with the City of Mason for the months of October, November, and December. Supervisor Ramey – noted that the City of Mason was late in delivering the invoice for those months. That is why the Board is authorizing a quarterly payment again this month. This will be the last payment for the 2015-16 Fiscal Year.

**MOTION Sherwood, seconded Walker, to authorize expense and payment of \$18,673.56 to the City of Mason for fire services, charged to *Standby Fees & 911* (GL #101-336-811.000).**

Roll Call Vote

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

**Authorization Request for Folding Machine Annual Maintenance Agreement.** Last year the Board authorized a maintenance agreement for the folding machine at the Township office. Although the machine is aging and has required repairs, the model is identical to the newest machines manufactured by Pitney Bowes. Without a service contract, repairs can run upwards of \$500 per visit and the cost for a new machine would be \$3,500. Given the machine's age, a maintenance agreement continues to be the most fiscally responsible option.

**MOTION Kean, seconded Ramey, to authorize expense and payment of \$674.40 for a maintenance agreement with *Pitney Bowes* for the folding machine at the Township Office, charged to *Office Equipment Leases & Repairs* (GL #101-210-818.000).**

Roll Call Vote

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

**Hawley Cemetery Maintenance Funds.** The Township currently holds four Certificates of Deposit (CDs) for Hawley Cemetery that have historically been referred to as "endowments." There have been questions regarding whether these funds are actually endowments. After substantial research, Supervisor Ramey said he has found no evidence to indicate that these funds are an endowment. At the recommendation of the Attorney, Supervisor Ramey requested that the Board authorize funds to seek a Probate Court judgement that would allow these CDs to be spent. This would free up about \$31,000 that could be used for specific kinds of maintenance and upkeep at Hawley Cemetery. Clerk Kean suggested that, if authorized by the Probate Court, part of the Hawley funds should be used to reimburse the general fund for costs incurred in the legal process.

**MOTION Ramey, seconded Sherwood, to authorize expense and payment of necessary fees to get authorization from the Probate Court to utilize the Hawley Cemetery Fund for Hawley Cemetery maintenance.**

**Roll Call Vote**

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

**Resolutions Approving PDR Landowner Applications for Ingham County Farmland and Open Space Preservation (ICFOSP).** The ICFOSP Board recently selected three Vevay Township landowners to participate in the permanent preservation of local farm land. Unlike a PA 116 agreement, the preservation of these lands would be permanent and the land would not be available for development. Their selection would also prohibit annexation by the City of Mason. The County requires the Township Board's approval to move forward with the application process.

**TOWNSHIP OF VEVAY, COUNTY OF INGHAM  
RESOLUTION APPROVING PDR LANDOWNER APPLICATION FOR THE  
LOVETTE FAMILY TRUST, PARCELS #33-10-10-17-100-008, #33-10-10-18-200-013,  
#33-10-10-18-200-017, AND #33-10-10-18-400-001  
RESOLUTION #16 – 02**

**WHEREAS**, agriculture and farmland is important to our community by generating economic revenue, providing important environmental benefits, maintaining our rural character and open spaces, and by contributing to our quality of life; and

**WHEREAS**, agricultural land continues to be converted to other uses as the population moves out into the more rural agricultural areas of our community; and

**WHEREAS**, the local governing body has reviewed this request for support and determined that the nomination of the property for development right purchase is compatible with the long-range goals of Vevay Township regarding farmland preservation; and

**WHEREAS**, the local governing body finds the request for the approval to the County PDR program acceptable:

**THEREFORE BE IT RESOLVED**, that the governing body of Vevay Township authorizes the Lovette Family Trust participation in the Ingham County PDR program. Vevay Township supports the efforts of the Ingham County Board of Commissioners to establish and fund an active farmland preservation program in Ingham County and encourages landowners who own land that should be preserved to apply to this program.

**MOVED for adoption by Shaw, and supported by Walker, to adopt the foregoing resolution.**

**Roll Call Vote**

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

***RESOLUTION DECLARED ADOPTED.***

**TOWNSHIP OF VEVAY, COUNTY OF INGHAM  
RESOLUTION APPROVING PDR LANDOWNER APPLICATION FOR DAVID AND  
LAURA CHENEY, PARCELS #33-10-10-07-300-005 AND 33-10-10-07-300-007  
RESOLUTION #16 – 03**

**WHEREAS**, agriculture and farmland is important to our community by generating economic revenue, providing important environmental benefits, maintaining our rural character and open spaces, and by contributing to our quality of life; and

**WHEREAS**, agricultural land continues to be converted to other uses as the population moves out into the more rural agricultural areas of our community; and

**WHEREAS**, the local governing body has reviewed this request for support and determined that the nomination of the property for development right purchase is compatible with the long-range goals of Vevay Township regarding farmland preservation; and

**WHEREAS**, the local governing body finds the request for the approval to the County PDR program acceptable:

**THEREFORE BE IT RESOLVED**, that the governing body of Vevay Township authorizes David and Laura Cheney participation in the Ingham County PDR program. Vevay Township supports the efforts of the Ingham County Board of Commissioners to establish and fund an active farmland preservation program in Ingham County and encourages landowners who own land that should be preserved to apply to this program.

**MOVED for adoption by Sherwood, and supported by Walker, to adopt the foregoing resolution.**

**Roll Call Vote**

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

*RESOLUTION DECLARED ADOPTED.*

**TOWNSHIP OF VEVAY, COUNTY OF INGHAM  
RESOLUTION APPROVING PDR LANDOWNER APPLICATION FOR WILLIAM  
AND SALLY SHERIDAN, PARCELS 33-10-10-07-400-008 AND 33-10-10-07-400-009  
RESOLUTION #16 – 04**

**WHEREAS**, agriculture and farmland is important to our community by generating economic revenue, providing important environmental benefits, maintaining our rural character and open spaces, and by contributing to our quality of life; and

**WHEREAS**, agricultural land continues to be converted to other uses as the population moves out into the more rural agricultural areas of our community; and

**WHEREAS**, the local governing body has reviewed this request for support and determined that the nomination of the property for development right purchase is compatible with the long-range goals of Vevay Township regarding farmland preservation; and

**WHEREAS**, the local governing body finds the request for the approval to the County PDR program acceptable:

**THEREFORE BE IT RESOLVED**, that the governing body of Vevay Township authorizes William and Sally Sheridan participation in the Ingham County PDR program. Vevay Township supports the efforts of the Ingham County Board of Commissioners to establish and fund an active farmland preservation program in Ingham County and encourages landowners who own land that should be preserved to apply to this program.

**MOVED for adoption by Shaw, and supported by Kean, to adopt the foregoing resolution.**

**Roll Call Vote**

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

**Nays: None**

*RESOLUTION DECLARED ADOPTED.*

**Other Business.** Clerk Kean clarified that the date of the next Board meeting was listed incorrectly on the evening's agenda. The correct date of the next meeting is Wednesday, March 15<sup>th</sup>.

At the request of Trustee Walker, the Board discussed various issues posed by "big box" stores and whether pre-emptive actions could be taken to prevent situations that have negatively impacted other small communities.

Clerk Kean – thanked Secretary Lazet for his timely work on the February 3<sup>rd</sup> Planning Commission minutes and for recent work by the Planning Commission

**Public Comment.** Planning Commission Secretary John Lazet was present and commented that he feels very fortunate to live in this nation and in this Township.

**Adjournment.** The meeting was adjourned at 8:05 p.m.

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JoAnne Kean, Clerk