

**VEVAY TOWNSHIP
BOARD OF TRUSTEES
Regular Meeting
Wednesday, November 16, 2016
Vevay Township Hall – 7:00 p.m.**

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 and Office Assistant Lindsay Brower

Others Present: Trustees Elect John Lazet and Richard Lacasse, Planning Commission candidate Allen Winters.

The meeting was called to order by Supervisor Ramey at 7:03 p.m. and followed by the Pledge of Allegiance.

Set/Amend Agenda. The following items were added under Pending Business

Authorization Request for Tree Cutting at Hawley Cemetery

Consent Agenda. Clerk Kean explained that the fund balance issue discussed at last month's meeting was resolved after Township Officials and BS&A involved the auditor. Supervisor Ramey – commented on the status of revenue and expenditures, pointing out that expenditures are at a healthy level for this point of the year. He (Ramey) also indicated that revenues are doing well. Despite revenues from 425 agreements being lower than anticipated, the reimbursements line item has more revenue than was expected when the Board was budgeting.

MOTION Walker, seconded Ramey, to adopt the consent agenda as published.

***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 from 10-10-16 Regular Meeting. *approve & file
- Financial Reports – 1) Fund Balances/Investments (9-30-16 REVISED), 2) Balance Sheets, and 3) Revenue & Expenditure Report. *receive & file
- Planning Comm. Minutes 10-4-16 Special & 10-5-16 Regular Meeting. *distribute
- October 2016 AGS Building/Zoning Report. *receive & file
- Correspondence from:
 - 1.) MI Bell Telephone Co./AT&T Video Service Franchise Fees Rpt. July – Sept. *file
 - 2.) MI Municipal Employees Retirement System re: Quarterly Report ending 9/30/16.*file
 - 3.) Delhi Charter Township re: Realize Cedar Plan Approved. *file

Roll Call Vote

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

Public Comment. None.

Accounts Payable Disbursement Authorization. Trustee Shaw – noted that with the new water fountain, the expense for bottled water may not be necessary.

MOTION Kean, seconded Walker, to approve the Disbursement Authorization Report as presented for General Fund Checks #27845 – #27906 and EFTs #182, #183, #184, #185 (voided), #186 and #187 in the total amount of \$36,349.54.

Roll Call Vote

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

Supervisor’s Report:

Draft Master Plan Dated 10-11-16. The Planning Commission (PC) has submitted the new Draft Master Plan to the Board and recommended the authorization of its distribution to the necessary entities for review and comment. Clerk Kean – noted a minor typo in the table of contents on page ii.

MOTION Kean, seconded Walker, to approve distribution of the Draft Master Plan dated October 11, 2016 in accordance with the Michigan Planning Enabling Act.

Roll Call Vote

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

Clerk Kean thanked the PC for their diligent work throughout the Master Plan review process.

Road Department Center Line Painting Contract. The Township’s thirty-year contract with the Ingham County Road Department for road line painting will expire on December 31, 2016. Supervisor Ramey has advised the Road Department not to do any painting until the contract has been renegotiated. Currently, there are no plans to renew the contract. The Board discussed the possibility of including costs for painting with paving and other road projects.

Meeting Scheduled for Mason/Vevay Joint Planning Commission. The Township has been advised of plans for construction of a 16,680 square foot building for a *Goodwill* retail store at 652 Hull Road. This building would be within the area of the Township’s 425 agreement with the City of Mason. Approval of this project falls under the purview of the Mason/Vevay Joint Planning Commission. The Commission has scheduled a public hearing at the Township Hall at 7:30 p.m. on November 22nd to review the site plan of the project.

Treasurer’s Report:

City of Mason P.A. 425 & P.A. 108 Tax Collection Report. The Township has received payment from the City of Mason for taxes collected from P.A. 425 areas. Treasurer Sherwood noted that there has been a decrease of approximately \$11,000 in Personal Property Tax (PPT) revenues due to reforms in PPT law. Treasurer Sherwood noted that PPT collected will likely continue to decrease in coming years.

Jeopardy Assessment Filed on Munters Corporation. *Munters Corporation* (a manufacturer situated on Legion Drive) recently informed Treasurer Sherwood that the company will be

moving to Lansing by the end of this month. The company has a winter tax bill of \$4,000 in personal property tax that will be a lien as of December 1st. Treasurer Sherwood has filed a Jeopardy Assessment which will place an immediate lien on the personal property and accelerate the due date to help insure collection since the equipment will be leaving the township and collection could become much more difficult.

Clerk’s Office Report:

November General Election Results. Clerk Kean reviewed results of the November 8th General Election. There was a notable increase in both overall and absentee voting from the last Presidential Election in 2012. The Township received 690 absentee ballots requests (compared with 560 in 2012) and had an overall turnout of 2,082 voters (compared with 1,992 in 2012). Clerk Kean explained that the Township was also involved in a time study requested by the State. The average voting time for Vevay residents was between ten and fourteen minutes.

New Election Equipment. Clerk Kean anticipates that the Township will be able to order new voting equipment by the end of the year or early next year. The State has still not announced a total cost. The State suggested that jurisdictions budget \$2,000 per precinct, but the actual cost could be as much as \$4,000. Because one voting system is chosen for an entire county, the chosen vendor should deliver equipment to all jurisdictions in Ingham County at the same time.

Reimbursement for Presidential Primary Election Expenses. The Township received its reimbursement for the March 8th Presidential Primary Election on October 11th. The Board budgeted for a \$5,000 expense. The actual expense was \$7,628.

Clarification of Metro Row Fees. Last July, the Township received the Metro Row fees. It was labelled incorrectly. When Clerk Kean inquired about the discrepancy, the State acknowledged their mistake and sent an email verifying that the payment was indeed for Metro Row fees. The Township anticipated \$5,000 in revenues from this payment. The actual amount received was \$6,678.50.

Adopt Zoning Ordinance Amendment re: Rezoning on Jewett Road. The Planning Commission (PC) held a Public Hearing to consider reverting the zoning of several parcels on Jewett Road that were authorized for conditional rezoning several years ago. Supervisor Ramey reviewed the PC’s findings and recommendation with the Board.

The following ordinance was introduced for adoption by Ramey and supported by Kean:

**VEVAY TOWNSHIP
INGHAM COUNTY, MICHIGAN
ORDINANCE NO. 68.29
PREAMBLE**

AN ORDINANCE TO AMEND ORDINANCE NO. 68, THE VEVAY TOWNSHIP ZONING ORDINANCE, AND OFFICIAL ZONING MAP TO REZONE THE PROPERTY DESCRIBED HEREIN FROM THE R-M MULTIPLE-FAMILY RESIDENTIAL DISTRICT TO AGRICULTURAL A-1 DISTRICT, AND PROPERTY DESCRIBED HEREIN FROM THE R-M MULTIPLE FAMILY RESIDENTIAL TO THE RESIDENTIAL ONE-FAMILY LOW DENSITY R-1B DISTRICT, AND TO REPEAL ORDINANCE NO. 66, AND ALL OTHER ORDINANCES INCONSISTENT

Authorization Request for Training for Trustees & New Deputy Clerk. The Michigan Townships Association will be providing training for new officials in Lansing on December 16th. Both newly elected Trustees as well as the new Deputy Clerk have expressed an interest in attending. The early-bird rate is \$149 per attendee. If approved, the Deputy Clerk would receive a \$75 full-day training per diem, charged to *Deputy Clerk Wages* (GL #101-215-703.000).

MOTION Sherwood, seconded Shaw to authorize the expense and payment of training costs for two Trustees, expensed to *Governing Body Educational Meetings* (GL #101-101-960.000), and the new Deputy Clerk, expensed to *Clerk Educational Meetings* (GL #101-215-960.000) (\$75 full-day training per diem charged to *Deputy Clerk Wages*, GL #101-215-703.000).

Roll Call Vote

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

Tree Removal in Hawley Cemetery. Several trees are damaged in the old section of Hawley Cemetery. Supervisor Ramey presented a proposal from *Express Tree Service* for removal of these trees. Expenses would be charged to the Hawley Fund that was recently made available for maintenance. Supervisor Ramey suggested approving this repair before winter to avoid damage caused by fallen trees.

MOTION Shaw, seconded Kean, to authorize the expense and payment of \$700 for tree removal at Hawley Cemetery, expensed to *Repair and Maintenance – Hawley Cemetery* (GL #101-276-931.209).

Trustee Walker recalled seeing proposals for similar services at cheaper rates. Supervisor Ramey explained that *Express Tree Service* is a Vevay-based company and was very helpful in explaining the maintenance needs at the cemetery.

Roll Call Vote

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

Board Appointments. Supervisor Ramey presented the suggested candidates for several Board and Commission openings.

MOTION Ramey, seconded Kean, to appoint the following:

- Allen Winters to the Planning Commission for a Partial Term effective 11-16-16 through 11-20-19
- John Lazet to the Planning Commission for the term of office effective 11-20-16 through 11-20-20
- Bruce Walker to the Planning Commission for a partial term effective 11-16-16 through 5-17-17
- Jim Minster to the Mason/Vevay Joint Planning Commission for a partial term effective 11-16-16 through 11-9-18
- Gary Howe to the Board of Review for a partial term effective 11-16-16 through 1-1-17
- Gary Howe to the Board of Review for a two-year term effective 1-1-17 through 1-1-19
- Jim Minster to the Board of Review for a two-year term of office effective 1-1-17 through 1-1-19
- Richard Lacasse to the Zoning Board of Appeals for a three-year term of office effective 12-2-16 through 12-2-19

Roll Call Vote

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

Public Comment. None.

The meeting was adjourned at 7:56 p.m.

*Transcribed by Deputy Clerk Brett Linsley
November 2016 BOT Minutes.doc*

JoAnne Kean, Clerk