

**VEVAY TOWNSHIP  
BOARD OF TRUSTEES  
Special Meeting  
Thursday, September 29, 2016  
Vevay Township Hall at 2:00 p.m.**

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**MINUTES**

**Members Present:** Supervisor Jesse Ramey, Clerk JoAnne Kean, Treasurer Shaun Sherwood, and Trustee Bruce Walker

**Members Absent:** Trustee Doug Shaw

**Staff Present:** Deputy Clerk Brett Linsley

The meeting was called to order at 2:02 p.m. by Supervisor Ramey and followed by the Pledge of Allegiance.

**Public Comment.** None.

**Authorization Request to Reimburse Tax Account.** The normal process for banks to receive payment for reordering deposit slips is through automatic debit. The Treasurer's Office recently submitted a reorder for a three year supply of deposit slips which automatically debited the tax account \$90.39. The Board must authorize expense and reimbursement to the tax account for this amount. Treasurer Sherwood has spoken with bank representatives about subsequent orders not automatically debiting the tax account.

**MOTION Kean, seconded Walker, to authorize the expense and reimbursement of \$90.39 to the Vevay Township Tax Account, charged to *Tax Collection Expense (GL #101-253-833.000)*.**

**Roll Call Vote**

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

**Nays: None**

**Absent: Shaw**

**Authorization Request to Pay Invoice from Pitney Bowes.** There is a \$20 late fee if invoices from Pitney Bowes for the postage meter rental are paid late. If not authorized before the October Board meeting, the invoice will be paid late.

**MOTION Sherwood, seconded Kean, to authorize expense and payment of the postage meter rental invoice from Pitney Bowes in the amount of \$99.00, and charged to *Office Equipment Leases & Repairs (GL #101-210-818.000)***

**Roll Call Vote**

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

**Nays: None**

**Absent: Shaw**

The meeting was adjourned at 2:09 p.m.

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JoAnne Kean, Clerk