

**VEVAY TOWNSHIP
BOARD OF TRUSTEES
Regular Meeting
Monday, July 11, 2016
Vevay Township Hall at 7:00 p.m.**

MINUTES

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

Members Absent: None

Staff Present: Deputy Clerk Brett Linsley

Others Present: *Consumers Energy* Permit Agent Lindsey Kosner, John Colburn, and the following representatives of Capital Area District Library Mason Branch: Head Librarian Cheryl Lyons, Senior Associate Director Scott Dymstra, Chair Deb Bloomquist, and Vice Chair Sally Trout

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 items were added to the agenda:

Treasurer's Report: Reimbursement for Lost PPT in 2014-15
Pending Business: Payment of Invoices from *Accident Fund* and *Granger*
Pending Business: MMTA Training for the Treasurer

Consent Agenda. Treasurer Sherwood noted that \$4.70 of interest should be added to her cash report for the Money Market Account ending balance as it was omitted. Trustee Walker – suggested that the Board should discuss MERS annual actuarial valuation report at some point in the future.

MOTION Walker, seconded Shaw, to adopt the consent agenda with the notation regarding the correction to the investment report.

***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 (*).**

- **Meeting Minutes on 6-13-16. *approve & file**
- **Financial Reports – 1) Fund Balances w/Investments 2) Balance Sheets, and 3) Revenue & Expenditure Report. *receive & file**
- **Planning Comm. Minutes Regular/Public Hearing 6-8-16.*distribute**
- **June 2016 AGS Building/Zoning Report. *receive & file**
- **Correspondence from:**
 - 1.) **Mason Fire Department re: May & June Response Reports. *file**
 - 2.) **MERS Retirement re: Annual Actuarial Valuation Report as of 12-31-15. *file**
 - 3.) **WOW! Cable re: Programming Adjustments effective 7-12-16 *file**
 - 4.) **MTA re: Thank You for Renewing. *file**
 - 5.) **Michigan PSC: re: for Electric & Natural Gas Customers of Consumers Energy. *file**

Roll Call Vote

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

Public Comment. Greg Shaw – noted that the E-news from July 1st had a date listed incorrectly.

Accounts Payable Disbursement Authorization Report. MOTION Sherwood, seconded Ramey, to approve the Disbursement Authorization Report as presented for General Fund Checks #27593 – #27656 and EFTs #162, #163, #164 and #165 in the total amount of \$45,869.41.

Roll Call Vote

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

Supervisor's Report:

1074 Service Road Clean-up. The Board previously approved \$6,500 for cleanup at 1074 Service Road. After obtaining court approval, the Township hired *ServiceMaster* to do the cleanup. The Township billed the property owner for \$3,500 to cover an invoice for the same amount from *ServiceMaster*. The owner has paid back the Township and hired an individual to do the remainder of the cleanup. The Supervisor will continue to monitor the property to ensure a complete cleanup.

Treasurer's Report:

Summer Tax Bills Sent. Tax collection has begun. Treasurer Sherwood has added a section for contact information from the property owner on this year's tax bills. The collection of this information will be helpful if there were a need to contact a taxpayer regarding their payment.

Refund from Local Community Stabilization Authority (LCSA). A check was recently received from the LCSA. Due to new personal property tax reforms, the organization has reimbursed the Township for \$6,678.50 in lost PPT from 2014 and 2015. This revenue was not anticipated in the budgeting process. Treasurer Sherwood will provide more information on calculations of the reimbursement amount at a future date.

Clerk's Report:

MAMC Annual Conference. Clerk Kean and Deputy Clerk Linsley thanked the Board for approving their attendance at the MAMC Annual Conference in Lansing. The Clerk and Deputy Clerk gave brief reports on the classes they attended.

Elections Update. Clerk Kean updated the Board on the absentee voting progress. Of the 383 absentee applications that have been sent, 225 have been returned and ballots sent. About 50 voters have been added to the permanent absentee voter list since June. Trustee Walker asked about funding for new voting equipment. The State continues to recommend budgeting \$2,000 per precinct and expects to roll out the new equipment in 2017. The Township could be required to make payments in February or March 2017.

MTA-ICC Next Meeting. The Ingham County Chapter of the Michigan Townships Association has cancelled its July meeting. The next meeting has been scheduled for October 26th.

Capital Area District Library (CADL) 2015 Annual Report. Cheryl Lyons, head librarian at the Mason branch of CADL was present to give the 2015 annual report. This year, the library has focused on making itself a community center. Approximately 119,000 physical items were circulated this year and there were around 87,000 library visits. The library also hosted 663 programs in 2015. Ms. Lyons shared several stories about ways the library has had positive effects on people in the community. In

response to a question from Clerk Kean, Ms. Lyons explained the work experience available for special needs children and adults.

Allen S. Frederick Farm LLC/Consumers Energy Special Land Use (SLU) Agreement between Permittees. Maryann Frederick's name was listed twice for signature on the SLU agreement with *Consumers Energy*; once as the representative for the LLC and again for personal liability. She has asked that her name be removed regarding personal liability. Clerk Kean – noted that last month, the Board removed item B from the SLU agreement. Legal Counsel is satisfied with having only two signatures on the agreement. Previously there were three.

MOTION Ramey, seconded Walker to approve the Special Land Use agreement as revised.

Roll Call Vote

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

A *Consumers Energy* representative was present at the meeting to sign the agreement. Ms. Frederick's representative, John Colburn, will be transporting the agreement for her signature.

Computer Services Contract Renewal with Vargas Computer Systems, Inc. (VCS). For the past two years, the Township's agreement with VCS for computer services has remained \$483 per month. This year, VCS has requested a \$10 per month fee increase. There was no increase for the past two years.

MOTION Sherwood, seconded Walker, to accept the contract renewal with *Vargas Computer Systems, Inc.*, at the rate of \$493 per month for the period from 8-1-16 to 8-1-17.

Roll Call Vote

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

First Quarter Budget Revenues and Expenditures Report. The Board reviewed the first quarter reports for possible budget amendments. One amendment was needed for the Hawley Cemetery supplies line item. Most of the budgeted \$400 has been spent on flags and flag holders for veteran gravesites. There will soon be an expense of \$300 for the Township's cemetery management software support. Supervisor Ramey suggested a transfer from unused funds set aside for the Service Road cleanup project.

MOTION Kean, seconded Walker, to authorize the transfer of \$500 from *Contracted Refuse Cleanup* (GL #101-526-817.000) to be expensed to *Hawley Cemetery – Supplies* (GL #101-276-728.209).

Roll Call Vote

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

Authorization Request for MTA On the Road Training in Lansing, Michigan. Clerk Kean, Supervisor Ramey, and Treasurer Sherwood each expressed an interest in attending a Michigan Townships Association training that will be held in Lansing on September 30th. The registration cost would be \$101 per attendee if approved.

MOTION Kean, seconded Sherwood, to authorize expense and payment of \$101 for attendance at the MTA training in Lansing, charged to each of the following accounts:

Supervisor – Educational Meetings (GL #101-171-960.000)

Clerk – Educational Meetings (GL #101-215-960.000)

Treasurer – Educational Meetings (GL #101-253-960.000)

Roll Call Vote

Ayes: Kean, Walker, Shaw, Sherwood & Ramey

Nays: None

Adoption of Zoning Ordinance Amendment Regarding Chapter 20, Signs. A new Zoning Ordinance amendment regarding signs was reviewed and recommended by the Planning Commission at their July 6th meeting and has been forwarded to the Board for approval. Supervisor Ramey reviewed the various language changes throughout Chapter 20.

Clerk Kean –thanked Secretary Lazet for his expedient work on the July 6, 2016 Planning Commission minutes, which are a great aid for the Board as they make their decisions.

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

**VEVAY TOWNSHIP
INGHAM COUNTY, MICHIGAN
ORDINANCE NO. 68.28
PREAMBLE**

AN ORDINANCE TO AMEND ORDINANCE NO. 68, THE VEVAY TOWNSHIP ZONING ORDINANCE AND SPECIALLY TO AMEND CHAPTER 20, SECTION 20.02, “DEFINITIONS” TO ADD PARAGRAPH F. AS AMENDED; TO RE-LETTER SUBSEQUENT SECTION 20.02 PARAGRAPHS; TO AMEND SECTION 20.04 “SIGNS PERMITTED IN ALL DISTRICTS”, PARAGRAPH 6 AND PARAGRAPH 15; TO RE-CODIFY SECTION 20.07 “NONCONFORMING SIGNS” TO SECTION 20.08; TO ADD NEW SECTION “20.07 CLASS 2 ON-PREMISES ADVERTISING SIGNS”; TO AMEND “TABLE 20-1”; AND TO REPEAL ANY ORDINANCES IN CONFLICT THEREOF; AND TO PROVIDE AN EFFECTIVE DATE HEREOF.

Roll Call Vote

Ayes: Ramey, Kean, Walker, Shaw & Sherwood

Nays: None

(Note: The official record of Ordinance No. 68.28 is printed in its entirety in Vevay Township Ordinances, Volume II.)

ORDINANCE DECLARED ADOPTED.

Clerk Kean noted that a legal notice will be posted in the newspaper this Sunday as required by law.

Distribution of Fully Revised Draft Master Plan from Community Planner Mark Eidelson.

Supervisor Ramey noted for informational purposes that the revised Master Plan draft was distributed

to Board members for review. Trustee Walker – informed the Board that he had distributed information to the PC and Mark Eidelson regarding a potential, minor change to the Plan.

Authorization for Additional Invoices. Two invoices not included in the disbursements report required authorization for payment.

MOTION Kean, seconded Sherwood, to approve expense and payment of \$79.92 to *Granger*, charged to *Township Hall Refused Service (GL #101-526-819.000)* as well as \$1,962 to *Accident Fund*, charged to *Insurance and Bonds (GL #101-950-910.000)*

Roll Call Vote

Ayes: Walker, Ramey, Kean, Shaw & Sherwood

Nays: None

Request to Attend Michigan Municipal Treasurers Association (MMTA) Training. Treasurer Sherwood requested that the Board authorize her attendance at the upcoming MMTA conference to be held on August 14-16, 2016, in Grand Rapids. She has received a scholarship that would cover the registration costs. She will be receiving her MiCPT re-accreditation at the conference. She asked that the Board approve housing for two nights and travel expenses.

MOTION Shaw, seconded Walker, to authorize expense and payment of up to \$350 for hotel and travel expenses, charged to *Treasurer – Educational Meetings (GL #101-253-960.000)* for the Treasurer’s attendance at the MMTA Conference.

Roll Call Vote

Ayes: Ramey, Sherwood, Shaw, Walker & Kean

Nays: None

Additional Public Comment. Jeffrey Stevens read a statement regarding the condition of a home adjacent to his and Tina Robinson’s home on Dansville Road. He (Stevens) said that the household has no power, water, or waste disposal, even though the Ingham County Health Department previously inspected the house four times and found no deficiencies. There is also a marijuana growing facility and he feels that does not adhere to Township zoning standards. Mr. Stevens expressed displeasure with visits made by the Supervisor. Because he feels the Township has not adequately addressed the situation, Mr. Stevens said that he will be seeking legal representation.

Greg Shaw – noted a case in Delhi Township in which a house was red tagged, and the residents were forced to move.

Jeff Carter – expressed sympathy with Mr. Stevens and Ms. Robinson’s situation. He (Carter) also said that the Board has previously intervened in such situations and that he feels the Supervisor and Board are making efforts to help the situation.

Adjournment. Meeting was adjourned at 8:08 p.m.

JoAnne Kean, Clerk