

**VEVAY TOWNSHIP
BOARD OF TRUSTEES
Special Meeting
Thursday, April 20, 2017
Vevay Township Hall - 7:00 p.m.**

MINUTES

Members Present: Supervisor Jesse Ramey, Clerk JoAnne Kean, Treasurer Shaun Sherwood, Trustees John Lazet and Richard Lacasse.

Members Absent: None

Staff Present: Deputy Clerk Mary Ruttan

Others Present: None

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

Approval of Agenda: The following items were added to the agenda by Supervisor Ramey:

1. Establishing Legal Counsel
2. Assignment of New House Numbers in Vevay Township

Motion by Supervisor Ramey, seconded by Clerk Kean to accept the amended Agenda. Motion carried unanimously.

Public Comment: None.

Ingham County Road Department regarding 2017 Local Roads Program

Supervisor Ramey stated he received a response from William Conklin, ICRD Director, regarding the request for estimates for skip-paving and chip-sealing on Sitts Road from Mason City Limits a half of a mile west and Tomlinson Road from Service Road to Jewett Road a half of a mile. The estimates are \$16,000 for Sitts and \$24,000 for Tomlinson. The cost is for materials only; the ICRD would supply the labor. The current budget is only \$25,000 for the 2017 Local Roads Program. Supervisor Ramey stated a budget amendment would be needed to complete both projects. Discussion followed regarding the need to repair our roads, funding and creating a comprehensive long term road maintenance plan. Trustee Lazet requested that Mr. Conklin be invited to attend the next Board Meeting to provide information on the state of our roads, road funding and road maintenance operations.

MOTION Kean, seconded Lacasse to increase the Road Repair budget by \$15,000 from 101-000-699.000 From Prior Years Fund Balance to 101-444-969.000 Road Maintenance.

Roll Call Vote

**Ayes: Sherwood, Ramey, Kean, Lacasse, Lazet
Nays: None**

Education Requests to Attend Training for Planning Commission Members:

- a) **Al Winters @ MTA Intro to Planning & Zoning Workshop**
- b) **Christopher Lewis @ MSU Citizen Planner On-line Program**

Supervisor Ramey stated he has received a request from Planning Commission Member, Al Winters to attend the MTA's Intro to Planning & Zoning training. The early bird rate saves \$20.00 and there will be no materials or housing costs. The fee is \$81.00.

MOTION Kean, seconded Sherwood to authorize the expense and payment of \$81.00 for Al Winters to attend MTA's Intro to Planning & Zoning workshop to be charged to 101-801-960.000 *Planning Commission Educational Meetings.*

Roll Call Vote

**Ayes: Lazet, Sherwood, Ramey, Kean, Lacasse
Nays: None**

Supervisor Ramey stated he has also received a request from newly appointed Planning Commission Member Chris Lewis to attend the Michigan State University's Citizen Planner on line training course. The fee is \$137.50. Normally, the fee is \$275.00; however, they are offering a Beta program with discounted amounts.

MOTION Kean, seconded Sherwood to authorize the expense and payment of \$137.50 for Chris Lewis to participate in the online program from Michigan State University's Citizen Planner to be charged to 101-801-960.000 *Planning Commission Educational Meetings.*

Roll Call Vote

**Ayes: Lacasse, Lazet, Sherwood, Ramey, Kean
Nays: None**

Treasurer's Office: New Computer and Printer for Office Front Counter

Supervisor Ramey stated there was a need to replace the computer and printer at the front counter which serves the public. Both were aging and response time was slow. The hardware and services were ordered by the Treasurer from *Vargas Computer Systems, Inc.*, in the amount of \$544.00.

MOTION Lazet, seconded Ramey to authorize the payment of invoice #5683 from *Vargas Computer Systems, Inc.*, in the amount of \$544.00 (GL# 101-210-970.000) for hardware delivered & services completed on 3-23-2017 to be charged to the 2016-2017 Fiscal Year.

Roll Call Vote

**Ayes: Kean, Lacasse, Lazet, Sherwood, Ramey
Nays: None**

Establishing Legal Counsel

Supervisor Ramey stated it is necessary to approve Mr. David M. Revore as the Township's legal counsel. Trustee Lazet and Supervisor Ramey commended Mr. Revore on his dedication & knowledge of township laws/concerns and consciousness of expenditures charged to the township.

MOTION Lazet, seconded Kean to approve David M. Revore as legal counsel, and other counsel that he (Revore) may refer from time to time.

Roll Call Vote

Ayes: Ramey, Kean, Lacasse, Lazet, Sherwood

Nays: None

Assignment of New House Numbers /Address in Vevay Township

Supervisor Ramey explained the procedure for new construction to obtain a house number. The current situation is Consumers Power will no longer assign house numbers. The township will need procedures authorizing the supervisor's office including the assessor to assign numbers. They must also be reviewed by the 9-1-1 Operations. Treasurer Sherwood informed the board of two different Vevay residents that were having an issue being assigned a house number. Clerk Kean stated that in larger municipalities the building permit department, assessor or 9-1-1 are issuing house numbers. After further discussion, it was concluded the Board needed more information. Trustee Lacasse offered to research history, statutory requirements and Consumer Power protocols for assigning numbers. This item was tabled until the next Board meeting. MTA will also be contacted for possible information.

Any Other Business that may lawfully come before the Board. None.

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

JoAnne Kean, Clerk

*Transcribed by Deputy Clerk Mary Ruttan
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