

**VEVAY TOWNSHIP  
BOARD OF TRUSTEES  
Regular Meeting/ Public Hearing  
Monday, December 11, 2017  
Vevay Township Hall - 7:00 p.m.**

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**MINUTES**

**Members Present:** Supervisor Jesse Ramey, Clerk JoAnne Kean, Trustees John Lazet and Richard Lacasse  
**Members Absent:** Treasurer Shaun Sherwood (with notice)  
**Staff Present:** Deputy Clerk Mary Ruttan, Deputy Treasurer Debbie Blair and Legal Counsel David Revore  
**Others Present:** Tom Terres, *Mid-Michigan Collection Bureau*, Josh Holliday, *Lansing Economic Development Partnership (LEAP)*, Scott Murray, *XG Sciences, Inc.*, and two other interested residents.

The meeting was called to order by Supervisor Ramey at 7:05 p.m. followed by the Pledge of Allegiance.

**Set/Amend Agenda.** The following items were removed from the agenda

Treasurer's Report: (B1) Winter Tax Collection  
Pending Business: (G) Board Appointment

*The meeting was recessed to hear public comment on the application for an Industrial Facilities Tax (IFT) Exemption Certificate by XG Sciences, Inc., at 4215 Legion Drive, Mason, Michigan*

**MOTION Ramey, seconded Lacasse to open the public hearing on the Application for Industrial Facilities Tax (IFT) Exemption – XG Sciences, Inc., - 4215 Legion Drive, Mason Michigan.**

**A Voice Poll was recorded as follows:      All Ayes  
                                                                                 Absent: Sherwood**

Supervisor Ramey stated *XG Sciences, Inc.*, is headquartered in the Lansing area. *XG Sciences, Inc.*, has grown and expanded in a nearby Township and now seeks to expand in Vevay Township. On November 21, 2017, *XG Sciences, Inc.*, filed an application with the Clerk Township for a Tax Abatement for real and personal property to be located at 4215 Legion Drive, Mason MI. In their application, *XG Sciences, Inc.*, seeks the tax abatement for five (5) years for Building – leasehold improvements (\$575,000) and personal property (\$16,500). *XG Sciences, Inc.*, asserts that they will employ 75 persons within 2 years from the project completion if granted the Tax Abatement.

**Public Comment.** None

**Applicant or Representative.**

Josh Holliday, Tri-County Development & Placemaking Manager for LEAP, stated the total project investment would be \$15.3 million with manufacturing machinery and equipment investment. *XG Sciences, Inc.*, expects to create 75 jobs and have collaborated with the Michigan Economic Development Corporation (MEDC). Scott Murray, Vice-President of Operation at *XG Sciences, Inc.*, gave a brief history of the Corporation. He explained Graphene is a single layer of Graphite. They manufacture graphene nanoplatelets made from graphite, using two proprietary manufacturing processes. They sell their product around the world. Trustee Lacasse inquired regarding the use of the product. Mr. Murray stated they currently focus on three areas; Energy Storage, Thermal Management and Composites. These products include batteries, sporting goods and electronics. The product is an additive to almost everything. Mr. Murray thanked them for their consideration and looked forward to being a “good neighbor” and protecting our environment.

**MOTION Ramey, seconded Kean to close the public hearing on the Application for Industrial Facilities Tax (IFT) Exemption – *XG Sciences, Inc.*, - 4215 Legion Drive, Mason Michigan.**

**A Voice Poll was recorded as follows:      All Ayes  
                                                                 Absent: Sherwood**

The Public Hearing adjourned at 7:20 and the regular meeting resumed.

Due to weather road conditions, Supervisor Ramey moved Pending Business Item (A) to the next agenda action.

**Application for an Industrial Facilities Tax (IFT) Exemption Certificate by *XG Sciences, Inc.*, @ 4215 Legion Drive, Mason, Michigan.** Clerk Kean stated she worked with the Assessor to review the resolution and revised the last “WHEREAS” paragraph. The Assessor added the word “not” to the phrase “will not exceed 5%”. Trustee Lazet stated the graphene product is a developing market and a great opportunity for growth.

**RESOLUTION # 17-13**

WHEREAS, *XG Sciences Inc.*, a Michigan Corporation, has applied under the provisions of 1974 PA 198, as amended, for an Industrial Facilities Exemption Certificate with regard to property located in Vevay Township which is more particularly described as:

THE W 653.4 FT OF THE S 260 FT OF THE N 1/2 OF NE FRL 1/4 OF SEC 6 ALSO  
LOT 16 MASON HEIGHTS NO. 1 SUB EXC BEG @ THE NE COR LOT 16 -S17D12'E  
ONE LOT LN 273.03 FT TO SE COR SD LOT -S89D52'W ON S LOT LN 118.79 FT –  
N0D40'10"W ON C/L DITCH 248.44 FT TO N LOT LN -N72D48'E ON N LOT LN TO  
THE POT SEC 6 T2NR1W 4.25 AC M/L

**WHEREAS**, pursuant to 1974 PA 198, as amended, the Township Board created an Industrial Development District (the “Industrial Development District”), by Resolution of the Township Board on Thursday, August 4, 1994, after due and legal notice as required by law; and

**WHEREAS**, said Industrial Development District boundaries are as outlined in Vevay Township Resolution No. 94-13, that includes the subject property described above, and commonly known as: 4215 Legion Drive, Mason MI; and

**WHEREAS**, the Township Clerk received an Application (the “Application”) for an Industrial Facilities Exemption Certificate from XG Sciences Inc., (the "Applicant") on November 13, 2017, amended November 21, 2017, with respect to real and personal property improvements described in the Application (the “Facility”) to be acquired and installed within the Industrial Development District; and

**WHEREAS**, before acting on the Application, the Township Board held a hearing on December 11, 2017 at the Township Offices, at 7:00 p.m., for which hearing the Applicant, the Township Assessor, the public and a representative of each of the affected taxing units were given written notice, and at which hearing were afforded an opportunity to be heard on the Application; and

**WHEREAS**, the proposed facility is calculated to and will at the time of issuance of said certificate have the reasonable likelihood to create employment, retain employment, or prevent a loss of employment within Vevay Township; and

**WHEREAS**, the aggregate state equalized valuation of real and personal property exempt from ad valorem taxes under said 1974 PA 198, as amended, including the requested exemption, will not exceed 5% of the sum of the state equalized valuation of this Township but will not, in the opinion of this Township Board, have the effect of substantially impeding the operation of any local government unit nor of impairing the financial soundness of any affected taxing unit.

**NOW, THEREFORE, BE IT HEREBY RESOLVED** as follows:

1. That this Township Board does hereby specifically find and determine that the granting of this Industrial Facilities Exemption Certificate shall not have the effect of substantially impeding the operation of this Township or impairing the financial soundness of a taxing unit which levies an ad valorem property tax within this Township and, further, hereby recommends approval of said application by the State Treasurer and the State Tax Commission of the State of Michigan.

2. That the requested Industrial Facilities Exemption Certificate as filed by XG Sciences Inc., be and hereby is approved as set forth herein in the amount of \$575,000.00 real property and \$16,500.00 personal property, total: \$591,500.00, to become effective December 31 of the year of completion and that for the next five (5) years the industrial facilities tax upon such improvements as are real property and personal property; and for the next five (5) years the industrial facilities tax upon such improvements as are new personal property shall be determined in accordance with the provisions of 1974 PA 198, as amended.

3. That this Township Board does hereby specifically find and determine that XG Sciences Inc., complies with all of the applicable requirements imposed by Section 9(2) of 1974 PA 198, as amended.

4. That the foregoing Industrial Facilities Exemption Certificate is subject to and conditioned upon the applicant entering into a contract with the Township of Vevay pertaining to its compliance with its representations to the Township and certain sanctions and penalties for a default in such representations, as required by P.A. 334 of 1993. The Supervisor and Clerk are hereby authorized to sign this contract on the Township's behalf.

5. That the Township Clerk be and hereby is directed to forward the application of XG Sciences Inc., together with supporting documents and resolutions to the State Tax Commission of the State of Michigan for approval and for the issuance of an Industrial Facilities Exemption Certificate in accordance with the provisions of 1974 PA 198, as amended.

6. That all Resolutions or parts of Resolutions in conflict with the provisions of this Resolution be and the same hereby are rescinded.

**MOTION Lazet, seconded Kean, to adopt Resolution No. 17-13 which approves the Application for Industrial Facilities Tax (IFT) Exemption – XG Sciences, Inc.**

**Roll Call Vote**

**Ayes: Lazet, Ramey, Kean & Lacasse**

**Nays: None Absent: Sherwood**

*RESOLUTION DECLARED ADOPTED.*

Josh Holliday announced there will be an open house on December 21, 2017 at 1:30 p.m. at the Vevay Township Hall. The open house is in partnership with *XG Sciences, Inc.*, LEAP and Vevay Township. Include will be a press announcement provided by LEAP.

Also, due to weather road conditions, Supervisor Ramey moved Pending Business Item (B) to the next agenda action.

**Delinquent Miscellaneous Receivables.** Supervisor Ramey stated Treasurer Sherwood provided a Miscellaneous Receivable report for reference. There has been previous discussion regarding retaining a collection agency to aid in the collection of miscellaneous receivable debt.

**Mid-Michigan Collection Bureau (MMCB) Presentation by Tom Terres.** Mr. Terres stated he was President of MMCB along with a list of his other credentials. He gave a brief review of the company and the statutes governing the collection process. Mr. Terres answered several Board questions regarding procedural items including a time line for collections. There are still several items to be negotiated on the MMCB Debt Collection Service Agreement. Attorney Revore stated he will be in contract with Mr. Terres and will forward information to the Board. No Action will be taken tonight.

**Consent Agenda.**

**MOTION Kean, seconded Lacasse, to adopt the consent agenda as presented.**

**Roll Call Vote**

**Ayes: Ramey, Lazet, Lacasse & Kean**

**Nays: None Absent: Sherwood**

**\*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 for Regular Meeting on 11-15-17. \*approved & filed
- Financial Reports – November 2017 1) Fund Balances, 2) Balance Sheets, 3) Revenue & Expenditure Reports, and 4) Accounts Receivable Report. \*received & filed
- Planning Commission Meeting Regular/Public Hearing Minutes on 11-8-17. \*distributed
- November 2017 AGS Building/Zoning Report. \*received & filed
- MS Bike-a-thon 2018 Through Vevay Township. \*approved & filed
- IC Sheriff's Office Incident Report for Vevay Township November 2017. \*received & filed
- Correspondence from:
  - 1.) Mason Fire Department re: November Response Report. \*filed
  - 2.) WOW! Quarterly Fee Payment Ending 9-30-17. filed

**Items Removed From the Consent Agenda- Discussion.** None

**Public Comment.** None

**Accounts Payable Disbursement Authorization.** Clerk Kean stated the disbursement Authorization report is an updated version. We received six additional invoices today. Also, the report includes the lump sum payment to MERS.

**MOTION Kean, seconded Lazet, to approve the Disbursement Authorization Report for General Fund Checks #28619 - #28680 and EFTs #249, #250, #251, and #252 in the total amount of \$ 46,598.56**

**Roll Call Vote**

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

**Treasurer's Report: Mason School re: Collection of Summer School Property Taxes Update.** Supervisor Ramey stated the contract was presented and approved by the School Finance Committee. The contract was then forwarded on to the Mason School Board. No final decision, as the Mason School Board meets tonight.

**Clerk's Reports: Election Update.** Clerk Kean stated the State Bureau of Elections audit found only one irregularity. On the Application to Vote, the box was not checked indicating not in possession of a photo ID signature on the reverse side of the application. In addition, the remark, not in possession of a photo ID, was not made on the individual voting record. Clerk Kean informed the Board that the County Clerk will be asking the Board of Commissioners for approval to reimburse the local government election costs. Clerk Kean has submitted a reimbursement claim in the amount of \$5,600.

**MTA Annual Conference & Expo 2018.** Clerk Kean stated the information was included in the packet. This year's conference is being held at the Grand Traverse Resort. Housing registration opens on January 3, 2018. Housing can be difficult to obtain at the Grand Traverse Resort. Clerk Kean asked that the Board members review the information, determine if he/she will be attending, and let her know as soon as possible.

**Pending Business:**

**MERS Report re: Projected Employer Contributions and Funded Ratios.**

Supervisor Ramey stated the estimated projected employer contribution and funded ratio worksheet was provided in the packet as well as proposed language changes to Ordinance No. 46.04. Discussion followed regarding the advantages of Scenario 5. Scenario 5 provided for a flat monthly payment versus a monthly percent payment. Clerk Kean offered support for Scenario 5 and stated the previous lump sum payments already made would be deposited into Scenario 5. Scenario 5 gives us flexibility in budgeting and would not require an ordinance change when MER's requires a percentage increase. The annual required contributions will be an actuarially determined flat monthly dollar amount. This amount is provided annually in the Annual Actuarial Valuation provided by MERS. Trustee Lacasse was in favor of the plan because it was not financially overbearing. Supervisor Ramey reviewed language changes to Ordinance No. 46.04. Trustee Lazet inquired why the age eligibility in Ordinance No. 46.04 was

changed back to 55 from the last presentation. Supervisor Ramey stated this may be a MERS requirement. Further investigation is required on this issue. The remaining highlighted changes in the draft ordinance were agreed upon by the Board for presentation at the January 2018 public hearing.

**MOTION Lacasse, seconded Ramey, to accept Scenario 5, from the Projected Employer Contributions and Funded Ratios report generated by MERS which moves all additional lump sum payments from 2017, 2016, and 2015 into the newly created Surplus Division.**

**Roll Call Vote**

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

**MOTION Ramey, seconded Lacasse to approve a change to Section 4(B)(2) to age 60, if allowed by MER's:**

**Roll Call Vote**

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

**Establishing 2018 Holiday Schedule.** The Board reviewed Ingham County's list of 2018 Holidays. Supervisor Ramey stated they usually follow the County holiday schedule. It is convenient for our residents to know when the County is closed then so is the Township. Clerk Kean stated the County calendar includes 13 holidays not including January 1, 2019.

**MOTION Kean, seconded Lazet, to approve the 2018 Holiday schedule as follows:**

**New Year's Day – Monday, January 1, 2018  
Martin Luther King Day – Monday, January 15, 2018  
President's Day – Monday, February 19, 2018  
Good Friday – Friday, March 30, 2018  
Memorial Day – Monday, May, 28, 2018  
Independence Day – Wednesday, July 4, 2018  
Labor Day – Monday, September 3, 2018  
Veterans Day – Monday, November 12, 2018  
Thanksgiving Day – Thursday, November 22, 2018  
& the Friday following – Friday, November 23, 2018  
Christmas Eve – Monday, December 24, 2018  
& Christmas Day – Tuesday, December 25, 2018  
New Year's Eve – Monday, December 31, 2018  
& New Year's Day – Tuesday, January 1, 2019**

**Roll Call Vote**

**Ayes: Lacasse, Kean, Ramey & Lazet**

**Nays: None Absent: Sherwood**

**Resolution to Establish 2018 Meeting Schedule.** Clerk Kean stated an updated version of the resolution has been provided. The revisions are due to the change in the July Planning Commission Meeting date and the August and November Election dates.

**RESOLUTION  
NO. 17-14  
VEVAY TOWNSHIP  
BOARD MEETING RESOLUTION**

Under provisions of law and statute provided, the following resolution is hereby adopted by the Vevay Township Board of Trustees, Ingham County Michigan, in meeting assembled this 11<sup>th</sup> day of December 2017, at the Vevay Township Hall, 780 Eden Road, Mason, Michigan.

**RESOLVED**, that the Township Board of Trustees of the Township of Vevay, County of Ingham, State of Michigan, does hereby establish that there will be one (1) regular monthly meeting held by the Township Board as follows:

- 1) All regular meetings will be held at the Township Hall, 780 Eden Road.
- 2) Meetings will be held on the second (2<sup>nd</sup>) Monday of each month. With special consideration for the months of July, August, and November (\*Elections/\*Holiday closure).
- 3) All meetings shall commence promptly at 7:00 p.m.
- 4) Dates of the meetings mentioned in paragraph two (2) shall be as follows:

Monday, January 8, 2018	Monday, *July 16, 2018 (Third Monday of the Month)
Monday, February 12, 2018	Wednesday, *August 15, 2018
Monday, March 12, 2018	Monday, September 10, 2018
Monday, April 9, 2018	Monday, October 8, 2018
Monday, May 14, 2018	Wednesday, *November 14, 2018
Monday, June 11, 2018	Monday, December 10, 2018

**MOVED for adoption by Kean, and supported by Lacasse, that the foregoing resolution establishing the Township Board meeting dates for the year 2018, be hereby adopted.**

**Roll Call Vote**

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

*RESOLUTION DECLARED ADOPTED.*

**Authorization Request for Expense and Payment of the IC Drain Assessments at Large for 2017-18.** Clerk Kean stated in the packet is an invoice for the Township's Drain Tax at Large in the amount of \$19,364.44. The budgeted amount was \$21,000. Clerk Kean stated, again this year, the County Drain Commissioner waiver the interest. Clerk Kean recommended not paying the invoice until 2018, since it is not due until February 14, 2018.

**MOTION by Kean, seconded Ramey, to authorize the expense and payment of the 2017-18 Drain Assessment At Large invoice in the amount of \$19,364.44.**

**Roll Call Vote**

**Ayes: Lazet, Ramey, Kean & Lacasse**

**Nays: None Absent: Sherwood**

**Authorization Request for the Treasurer & Deputy Treasurer to Attend MMTA Winter Workshop in Lansing, MI.** Supervisor Ramey stated the request from Treasurer Sherwood is in the packet with a total cost of \$298.00. Clerk Kean stated that past precedent would pay the Deputy Treasurer a per diem rate of \$75.00/full day & \$50.00/half day. Supervisor Ramey recommended including this in the motion.

**MOTION Kean, seconded Ramey, to authorize the expense and payment in the amount not or exceed \$450.00 for the Treasurer and Deputy Treasurer to attend the MMTA Winter Workshop in Lansing; \$125.00 charged to Deputy Wages Per Diem Rate (101-253-703000) and \$298.00 charged to Treasurer's Educational Meetings (101-253-960.000).**

**Roll Call Vote**

**Ayes: Lacasse, Lazet, Ramey & Kean**

**Nays: None Absent: Sherwood**

**Any Other Business.** Clerk Kean requested additional information from Attorney Revore regarding the IFT Application. Attorney Revore reviewed what was needed for the application to be submitted to the State.

**Additional Public Comment.** Resident Jeff Carter expressed his displeasure with the work performance of the Ingham County Road Department on the Sitts Road and Tomlinson Road Project. Mr. Carter stated he was concerned about the amount of salt being deposited on the roads.

Supervisor Ramey requested an e-mail outlining his concerns.

**Adjournment.** The meeting was adjourned at 8:50 p.m.

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JoAnne Kean, Clerk