

**VEVAY TOWNSHIP
BOARD OF TRUSTEES
Budget Work Session/Special Meeting
Thursday, January 23, 2020 at 10:00 a.m.
Vevay Township Hall – 780 Eden Road, Mason**

MINUTES

Members Present: Supervisor Jesse Ramey, Clerk JoAnne Kean, Treasurer Sherwood, Trustee Richard Lacasse and Trustee John Lazet
Members Absent: None
Staff Present: Deputy Clerk Mary Ruttan
Others Present: None

The meeting was called to order by Supervisor Ramey at 10:06 a.m. and followed by the Pledge of Allegiance.

Set/Amend Agenda.

MOTION Kean, seconded Sherwood, to set agenda as presented.

Voice Vote

Passed Unanimously

Public Comment. None.

Closed Session @ 10:16 a.m. with Deputy Clerk Ruttan present.

MOTION Ramey, seconded Kean, that the Board of Trustees convene in closed session pursuant to Section 8(e) of the Open Meetings Act, re: Pending Litigation.

Roll Call Vote

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

Adjournment of Closed Session and Recommencement of Regular Meeting.

MOTION Kean, seconded Lacasse, to reconvene to open session at 10:58 a.m.

Roll Call Vote

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

MOTION Lazet, seconded Sherwood, to approve the January 23, 2020 Closed Session Minutes, as presented.

Roll Call Vote

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

As a result of the closed session, it was the consensus of the Board that Supervisor Ramey contact Mason City Manager Stewart and request that the 2019 PPT Loss Check and supporting documentation or at the very least the supporting documentation be sent to the Township.

Review of the 2020-2021 Budget. The Board reviewed each of the estimated revenue and expense line items including the reasons and rational used to determine the amount. Supervisor Ramey called for lunch recess at 12:37 p.m.

The Budget Work Session/Special Meeting resumed at 1:35 p.m.

The Board continued with their initial review of the 2020-2021 Budget Worksheet.

Trustee Lazet left the meeting at 1:55 and returned at 1:57.

The Board completed all revenue and expenditure line items through Department 265- *Building and Grounds*. Several of the line items will be reviewed again at the next Budget Work Session.

Any Other Business. Supervisor Ramey stated due to the increase of requested burials in Hawley cemetery the *Contracted Grave Openings-Hawley* budget needs to be increase. Also, the snowblower has quit working. Supervisor Ramey advised that a small blower would meet the needs of the Township.

MOTION Kean, seconded Ramey, to authorize the transfer of \$2,100 from *Road Maintenance* (GL #101-444-969.000) to *Contracted Grave Openings – Hawley* (GL #101-276-819.209) and to authorize the expense and payment up to \$500 for the purchase of a small snowblower to be charged to *TwnhallGroundsRepairs&Maintenance (Outside)* (GL #101-265-932.000) and funds transferred from *Building & Grounds Capital Outlay* (G #101-265-970.000).

Roll Call Vote

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

Clerk Kean requested that the previously approved funds for her to attend the Annual MTA Conference be used to cover the registration fees to attend the MAMC Conference on Mackinac Island.

MOTION Kean, seconded Ramey, to authorize the expense and payment in the amount of \$350 for Clerk Kean to attend the MAMC Annual Conference on Mackinac Island to be charged to *Governing Body Educational Meetings* (GL #101-101-960.000) and authorize the expense and payment in the amount of \$350 for Deputy Clerk Ruttan to attend the MAMC Annual Conference on Mackinac Island to be charged to *Clerk's Educational Meetings* (GL #101-215-960.000).

Roll Call Vote

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

Clerk Kean explained the state requirement to sequester the AVCB from the polling location. She (Kean) summarized the use of “pipe & drape”, the rental costs and the state’s reimbursement of the costs.

MOTION Kean, seconded Ramey, to authorize the expense and rental of “Pipe & Drape” to Sequester the Absentee Voter Counting Board for the March 10, 2020, Presidential Primary Election in the amount up to \$350 to be charged to *Election Supplies* (GL #101-191-728.000) and the cost center adjustment in the amount of \$350.00 be transferred from *Elections Print/Publish/Postage* (GL #101-191-900.000).

Roll Call Vote

Ayes: Ramey, Lacasse, Kean, Lazet & Sherwood

Nays: None

Adjournment: The meeting adjourned at 3:17 p.m.

JoAnne Kean, Clerk

Transcribed by Deputy Clerk Ruttan