

**VEVAY TOWNSHIP  
BOARD OF TRUSTEES  
Regular Meeting/Public Hearing  
Tuesday, March 17, 2020 at 6:30 p.m.  
Vevay Township Hall – 780 Eden Road, Mason**

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**MINUTES**

**Members Present:** Supervisor Jesse Ramey, Clerk JoAnne Kean, Treasurer Shaun Sherwood, Trustee Richard Lacasse and Trustee John Lazet  
**Members Absent:** None  
**Staff Present:** Deputy Clerk Mary Ruttan and Deputy Treasurer Debbie Blair  
**Others Present:** Two interested residents

The meeting was called to order by Supervisor Ramey at 6:30 p.m. and followed by the Pledge of Allegiance.

**Set/Amend Agenda.** Pending Business: Add payment Authorization to the City of Mason for the 425 Gestamp Michigan Tax Tribunal refund.

**MOTION Kean, seconded Ramey, to set agenda as amended.**

**Voice Vote**

**Passed Unanimously**

**Public Comment.** None

**Review of Recommended Budget 2020-21.** Supervisor Ramey informed the Board the invoice, from the City of Mason, for the Michigan Tax Tribunal for the 425 Gestamp was received. The payment will be made in the current 2019-20 fiscal year. The 2020-21 budget for *Ing Co Tax Tribunal Refunds* (GL #101-101-957.001) can be reduced by \$5,000 with a corresponding reduction to *From Prior Years Fund Balance* (GL #101-000-699.000).

**MOTION Kean, seconded Lazet, to recess the Regular Meeting of the Board of Trustees for the Public Hearing on the 2020-21 Property Tax Millage Rate and Presentation of the 2020-21 Budget.**

**Roll Call Vote**

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

*The meeting recessed to the Public Hearing on the 2020-21 Property Tax Millage Rate and Presentation of the 2020-21 budget at 6:43 p.m.*

Supervisor Ramey asked for any public comment. There was no public comment. Clerk Kean reviewed the General Appropriations Act Resolution. The 2020-21 allocated millage rate is 1.0 mills. The 2020-21 recommended budget will be presented for Board adoption on Wednesday, March 25, 2020 at 6:30 p.m.

*Adjournment of the Public Hearing was at 6:47p.m.*

**Consent Agenda.**

**Recommendations are preceded by an asterisk (\*).**

- Meeting Minutes for the Regular Meeting on 2-10-20 and Budget Work Session 2-18-20. \*received & filed
- Financial Reports – February 2020, 1) Fund Balances 2) Balance Sheets; and 3) Revenue and Expenditure Reports. \*received & filed
- Report for Missing Property Transfer Affidavits (No Changes). \*received & filed
- Planning Commission Regular Meeting on 2-05-20. \*distributed
- Building Report – February 2020. \*received & filed
- Zoning Administrator Report: Bldg./Enforce. Report for February 2020. \*received & filed
- Correspondence from:
  - 1.) Mason Fire Department re: February 2020 Response Reports. \*filed
  - 2.) MERS Quarterly Report 12-31-19. \*filed
  - 3.) MERS Yearly Report 2019. \*filed
  - 4.) WOW! Franchise Fee for Quarter 12-31-19. \*filed
  - 5.) WOW! Notice of Fee Increase April 1<sup>st</sup>. \*filed
  - 6.) Ingham Health Plan Notice and Flyers. \*filed
  - 7.) Seventh Day Adventist Notifying Twp of Door to Door (5-29-20 to 8-5-20). \*filed
  - 8.) Tri-County Office on Aging Golf Outing. \*filed

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

**Roll Call Vote**

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

**Items Removed from Consent Agenda – Discussion.** None

**Public Comment.** None

**IC Sheriff Department Sergeant Treat Vevay Township Incident Report for February 2020.** The report was received and filed.

**Accounts Payable Disbursement Authorization.** Clerk Kean reviewed the Disbursement Authorization Report.

**MOTION Kean, seconded Sherwood, to approve the Disbursement Authorization Report for General Fund Checks #30291-30339 and EFT's #394, #395, #396, #397, and #398 in the total amount of \$40,913.72.**

**Roll Call Vote**

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

**Supervisor's Report: Volunteer Offer from Capital Wire and Steel.** Supervisor Ramey informed the Board that he was contacted by Capital Wire and Steel. They have an employee program for the donation of employee time to benefit the community. Discussion followed on a potential project in Hawley Cemetery, which would include straightening and cleaning monuments. This type of activity is covered by our liability insurance.

**Treasurer's Report: Tax Collection Update.** The 2019-20 real property tax collection is concluded, and all disbursements have been completed. Fifty-nine parcels totaling approximately \$104,000 were turned over delinquent to the County Treasurer for collection. Treasurer Sherwood handed out a report detailing DDA capture. A tax capture distribution in the amount of \$30,360.02 was made to the Vevay Township DDA. This is a reduction of \$6,423.01 from last year due to decreased taxable values.

**Treasurer's Report: Delinquent Miscellaneous Receivables.** Treasurer Sherwood stated that Congress Collection (MMCB) returned to the Township 10 accounts that they will no longer be collecting. Three accounts will remain with MMCB because they are within litigation being handled by MMCB attorney. Discussion followed on the statute of limitations on collections. Treasurer Sherwood will provide information about the statutory limit on collection at the next Board meeting.

**Clerk's Report: Elections Update.** For the first time ever, more registered voters cast an Absentee Ballot (650) than in the polling location (507). Four residents registered and voted for the first time on the election day. There were 674 ballots mailed and 651 ballots returned. We mail 885 applications to vote. Clerk Kean thanked the Board for the funding approval for the additional office help. The total expense used for the additional office help was \$335 out of the \$576 amount approved. The total expenses for the election have not been completed. The reimbursement request from the State will be mailed in the next few weeks.

**Trustee Lazet Planning Commission Report.** With the full Commission, the ad hoc committees continue to review their proposed ordinance amendments, reviewing the work products on a month to month basis. He (Lazet) believes the Board will receive several Zoning Ordinance Amendment recommendations from the Planning Commission during the 2020 calendar year.

**PA116 Application by David & Laura Cheney on Hawley Road, Mason.** Clerk Kean referred the Board to the packet enclosed PA116 10-year application agreement from David and Laura Cheney for 54.30 acres on Hawley Road in Section 23. Letters were sent to the reviewing agencies: Mason City Planning Director; Tri-County Planning Commission; and, the Ingham Conservation District. Responses are required in the next 30 days. Once approved by the Board and favorable responses received from the reviewing agencies, the application will be forwarded to the State of Michigan. The application must be turned into the State by November 1, 2020 to be effective for the current tax year.

**MOTION Kean, seconded Lazet, to approve and forward to the State the PA116 application from David and Laura Cheney for 54.30 acres in Section 23, contingent upon favorable reviews by the Mason City Planning Director, Tri-County Planning Commission, and the Ingham Conservation District.**

Roll Call Vote

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

**Review of Fire Protection Services and Establishment of Fees.** Supervisor Ramey presented Attorney Revore's response to the requested information on an ordinance change and establishment of a fee schedule for providing fire services. The Fire Protection Services Rate Schedule was only a suggested amount based on another client's rates. A discussion followed on the establishment of rates. It was the consensus of the Board that additional invoicing information was need. Clerk Kean will provide the information at the next Board meeting. The agenda item was tabled until the April Board meeting.

**Proposed Zoning Ordinance Amendment Chapter 3 Solar Energy Systems.** Trustee Lazet presented historical information and reasoning for the amendment to Chapter 3 Solar Energy Systems. There were no negative comments at the Public Hearing. Clerk Kean has received from Attorney Revore the notification publication.

**The following ordinance was introduced for adoption by Lazet and supported by Kean:**

**VEVAY TOWNSHIP  
INGHAM COUNTY, MICHIGAN  
ORDINANCE NO. 68.49**

**PREAMBLE**

**AN ORDINANCE TO AMEND ORDINANCE NO. 68, THE VEVAY TOWNSHIP ZONING ORDINANCE, AND SPECIALLY TO AMEND CHAPTER 3, SECTION 3.27, SOLAR ENERGY SYSTEMS; TO REPEAL ANY ORDINANCES IN CONFLICT THEREOF, AND TO PROVIDE AN EFFECTIVE DATE HEREOF.**

**Roll Call Vote**

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

**(Note: The official record of Ordinance No. 68.49 is printed in its entirety in *Vevay Township Ordinances, Volume II.*)**

***ORDINANCE DECLARED ADOPTED.***

**2020 Local Roads Project.** Supervisor Ramey reviewed the road map and e-mail from William Conklin, Director *Ingham County Road Department* (ICRD). The ICRD will complete last year's projects, asphalt-paving Kelly Road from Plains to Dexter Trail and Ives from Plains to Barnes, in the 2020-21 fiscal year, with funds carried over from the current fiscal year. After visual inspection, Supervisor Ramey presented his recommended road repairs. Discussion followed on the cost and condition of the roads. It was the consensus of the Board to Skip-pave and wedge Coy Road from Hull Road to Eden Road and Lyon Road from College to Tuttle. The expense for the Skip-paving and wedging is included in the 2020-21 road budget of an additional \$45,000. The ICRD provides 4 miles of chip-sealing at no cost to the Township. It was the consensus of the Board to chip-seal Rolfe Rd from Tuttle Road to Service Road – 1 mile, Diamond Road from M36 to Dexter Trail - .5-mile, Rolfe Road from Hawley Road to Kelly

Road - 1.5 miles and the Shawano Subdivision - 1.3 miles. Discussion followed on road repair for Clayton Court. The Board requested a response from Director Conklin regarding the additional .3 miles of chip-sealing and the possibility of road repair on Clayton Court. Supervisor Ramey will convey the Board's recommendations and questions to Director Conklin and bring back the answers at the next Board meeting.

**Discussion Regarding Emergency Preparedness on Recent Health Concerns.** The Board discussed in detail the CDC recommended guidelines and the Michigan Department of Health and Human Services recommendation for mitigating COVID-19. It was the consensus of the Board to close the Township office, except for essential business, and to cancel all hall rentals for the months of March and April. All elected officials will be available to residents either by phone or e-mail. The health and safety of our residents and staff is the Board's highest priority.

**Budget Adjustments for 2019-20 Budget and Authorization for Michigan Tax Tribunal payment to the City of Mason.** Clerk Kean reviewed the fourth quarter budget adjustments.

**MOTION** Kean, seconded Lazet, to transfer \$2,800 from *Fire Dept/Capital Outlay* (GL #101-336-970.000) and \$350 from *Educational Meetings* (GL #101-101-960.00) to *City of Mason Tax Refunds* (GL #101-101-957.000) \$2,100, to *Social Security/Medicare* (GL #101-957-715.000 \$700) and to *Retirement Benefit – ERCON* (GL #101-237-874.000) \$350 and to authorize the expense and payment to the City of Mason in the amount of \$2,038.31 for the Gestamp (MTT) refund.

Roll Call Vote

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

**Planning Commission Re-appointments.**

**MOTION** Sherwood, seconded Lacasse, to re-appoint:

Bruce Walker	Planning Commission	Full (3yr.) Term 5/17/20 to 5/17/23
Christopher Lewis	Planning Commission	Full (3yr.) Term 5/17/20 to 5/17/23

Roll Call Vote

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

**Any Other Business.** None

**Additional Public Comment.** Resident, Jeff Carter, 3379 W. Tomlinson Road spoke on Planning Commission appointments.

**Adjournment.** The meeting adjourned at 8:35 p.m.

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JoAnne Kean, Clerk