

**VEVAY TOWNSHIP  
BOARD OF TRUSTEES  
Special Meeting  
Thursday, September 24, 2020  
Vevay Township Hall – 780 Eden Road  
517-676-9523  
3:00 p.m.**

**VIA ZOOM MEETING ID #810 2177 6179**

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**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 and Deputy Treasurer Blair  
**Others Present:** None

The meeting was called to order by Supervisor Ramey at 3:00 p.m. and followed by the Pledge of Allegiance.

**Roll Call/Excuse Absent Member.** Clerk Kean called the roll. All members were present through remote zoom access.

**Set/Amend Agenda.**

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

**Roll Call Vote**

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

**Public Comment.** None

**Acceptance and Authorization of Grant from the Center for Tech and Civic Life (CTCL).** Clerk Kean thanked Supervisor Ramey for the special meeting and the Board members for their attendance. Clerk Kean presented a brief review of the COVID-19 Response Grant Agreement from the Center for Tech and Civic Life in the amount of \$5,000 and the timeline needed to accept the grant. The grant can only be expended on specific election administration needs. The grant information was published in the Michigan Secretary of State Bureau of Elections Newsletter.

**MOTION Kean, seconded Lacasse, to accept the \$5,000 COVID-19 Response Grant from the Center for Tech and Civic Life (CTCL), to use the grant funds in compliance with the grant agreement exclusively for the public purpose of planning and operationalizing safe and secure election administration. Furthermore, to authorize JoAnne Kean, Clerk of Vevay Township, to sign the Grant Agreement and administer the election grant requirements.**

**Roll Call Vote**

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

Discussion followed on adjusting the 2020-21 budget to reflect the grant revenues and expenditures. Clerk Kean stated that the budget needs to be amended to facilitate the receipting and disbursement of the funds. If we do not receive the funds, the budget adjustment will be reversed. Since the grant term is June 15, 2020 to December 31, 2020, previous expenditures during that time will be considered.

**Motion Kean, seconded Lacasse, to amend the 2020-21 Budget Adoption, Resolution #20-03, to reflect the acceptance of the Center for Tech and Civic Life COVID-19 Response Grant in the amount of \$5,000 for revenue to CTCL COVID-19 Response Grant (GL #101-000-548.000) and Expense to CTCL COVID-19 Response Expense (GL #101-191-848.000) to increase total budgeted revenues to \$733,292 and total budgeted expenses to \$733,262.**

**Roll Call Vote**

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

**Nays: None**

**Any Other Business that may lawfully come before the Board.** Treasurer Sherwood stated that a power surge rendered her computer and printer hardware damaged beyond repair. Under the Township's emergency expense policy, a new computer and printer has been purchased. Treasurer Sherwood recommends that \$1,250 cost center adjustment from *Treasurer Office Educational Mtgs* (GL #101-253-960.000) be transferred to *Treasurer Supplies* (GL #101-253-728.000) to cover the expense. Trustee Lazet inquired if the circumstances had anything to do with the wiring in the building. Supervisor Ramey stated the surge protector on the power strip failed. In response to Trustee Lacasse's request, Treasurer Sherwood agreed to contact the insurance company.

**Adjournment.** The meeting adjourned at 3:20 p.m.

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JoAnne Kean, Clerk

Transcribed by Deputy Clerk Ruttan