

**VEVAY TOWNSHIP
BOARD OF TRUSTEES
Budget Work Session/Special Meeting
Thursday, January 26, 2023, at 12:30 p.m.
Vevay Township Hall – 780 Eden Road, Mason**

MINUTES

Members Present: Supervisor John Lazet, Clerk JoAnne Kean, Treasurer Christopher Lewis, Trustee Richard Lacasse, and Trustee Patricia McNeilly
Members Absent: None
Staff Present: Deputy Clerk Mary Ruttan
Others Present: None

The meeting was called to order by Supervisor Lazet at 12:30 p.m. and followed by the Pledge of Allegiance.

Roll Call/Excuse Absent Member. All members were present.

Set/Amend Agenda.

MOTION McNeilly, seconded Lewis, to adopt the agenda as presented.

Roll Call Vote	Ayes: Lazet, Lewis, Lacasse, McNeilly, & Kean
	Nays: None

Public Comment. None.

Authorization Request to Pay LAP, Inc. Invoice. This invoice is for the submission of the Spark Grant Application. Supervisor Lazet provided an update on the DDA meeting in which they extended the committed funds of \$150,000 for recreation and expanded the usage.

MOTION Lewis, seconded McNeilly, to authorize the expense and payment to Landscape Architects and Planners in the amount of \$3,400 for the submission of the Vevay Township Spark Grant to be charged to Parks & Recreation Contractual Services (GL 101-751-818.000) and to add Landscape Architects and Planners to the Post Audit Approved List.

Roll Call Vote	Ayes: Lewis, Lazet, Kean, McNeilly, & Lacasse
	Nays: None

Budget Adjustments.

MOTION Lazet, seconded Lewis, to authorize the budget adjustment in the amount of \$700 from Contracted Grave Openings – Hawley (GL #101-567-818.209) to Upkeep & Mowing – Hawley (GL #101-567-930.209).

Roll Call Vote	Ayes: Lacasse, Lewis, Lazet, Kean, & McNeilly
	Nays: None

Wolverine, Inc. Document for Township Renovations. Will be discussed at the January 30, 2023, meeting.

Bid for New Flooring for the Township Hall & Entryway. Clerk Kean presented the three bids. Carpet samples and paint colors were on display. Clerk Kean spoke with the installer from O'Leary Interiors and was impressed with his knowledge of installation. The new flooring is for the public meeting side of the Township Hall and entryway areas.

MOTION Kean, seconded Lacasse, to authorize the expense and payment to O'Leary Interiors in the amount of \$10,782.94 for the removal of the old flooring and the purchase and installation of new flooring for the Township Hall and entrance area to be charged to Provision of Govt Service – ARPA TwpHall Grounds (GL #285-000-962.002).

Roll Call Vote

Ayes: McNeilly, Lacasse, Lewis, Lazet, & Kean
Nays: None

Supervisor: Zoning Questions. Supervisor Lazet is in the process of updating the Township Zoning map and has found several discrepancies between the existing official map and the assessing data base. The Board would like Supervisor Lazet to explore the reason and provide an update at a future meeting.

Supervisor: Burning Requirements. At the request of a past Vevay Board, the City of Mason followed their direction to require Vevay residents to appear in person to obtain a copy of the burning requirements even though they are posted on the Vevay Township website. The Question of whether to continue this requirement will be discussed at a future meeting.

Supervisor: Ambulance Update. Supervisor Lazet reported on the area meeting he attended on Mobile Medical Response. It does not appear that we will need a millage at this time.

Employee Compensation Schedule. Supervisor Lazet recommended an increase to our employees who receive a per diem rate of compensation which would include housekeeping and various boards and commission. Other recommendations included a 10% increase for hourly employees so that the pay increase over a 2-year period is the same as inflation. In addition, a new employee wage scale needs to be developed, current employees need to be re-evaluated, and an objective valuation metric needs to be created. Further discussion will continue at the February 7, 2023, Budget Work Session.

Initial Review of 2023-24 Budget & Budget History. Supervisor Lazet presented the Board with an overview of the proposal budget and rational for the budget recommendations. The 2023-24 budgetary revenue was reviewed by line item. There were no changes to the recommendations.

Capital Improvement Plan. Will be discussed at the January 30, 2023, meeting.

Any Other Business. Clerk Kean announced that Vevay Township will not be subject to a state election audit. Supervisor Lazet spoke on various Township items.

Adjournment. The meeting adjourned at 2:08 p.m.



JoAnne Kean, Clerk

Recorder Deputy Clerk Ruttan

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