

**VEVAY TOWNSHIP
BOARD OF TRUSTEES
Regular Meeting
Wednesday, January 17, at 6:30 p.m.
Vevay Township Hall – 517-676-9523**

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: Two interested residents

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

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

Set/Amend Agenda.

MOTION McNeilly, seconded Kean, to approve the agenda as presented.

Roll Call Vote

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

Consent Agenda.

Recommendations are preceded by an asterisk (*).

- Minutes for the Regular Mtg. on 12-13-23 & Spl Budget Mtg. 12-21-23. *approved & filed
- Financial Reports – December 2023: 1) Cash & Investment Account Summary 2) Quarterly Investments 3) Balance Sheets, 4) Revenue & Expenditure Reports, and 5) Tax Disburse. Reports. *received & filed
- Planning Commission Regular Meeting Minutes 12-6-23. *filed
- Recreation Commission Regular Meeting Minutes 12-7-23. *filed
- 2023 Annual Report for the Planning Commission. *filed
- 2023 Annual Report for the Recreation Commission. *filed
- Building Report – December 2023. *filed
- Code Enforcement Report - December 2023. *filed
- Renewal of Capital Area Municipal Clerks Association 2024 Membership due for Clerk Kean And Deputy Clerk Ruttan. *approved & filed
- Authorization for Board of Review Training up to \$100 each for Jacob VanDeventer and Mary Ruttan. *approved & filed
- Correspondence from:
 - Mason Fire Department Report. *filed
 - IC Sheriff Office. Sgt. Newton Incident Report for December. *filed
 - Consumers Energy MPSC Case No. U-21490. *filed

Consumers Energy MPSC Case No. U-21506. *filed

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

Roll Call Vote

Ayes: Lewis, Lazet, Kean, McNeilly, & Lacasse

Nays: None

Items Removed from Consent Agenda - Discussion. None.

Public Comment. None.

Old Business:

Authorization Request for the Michigan Department of Technology, Management and Budget MiDeal Extended Purchasing Program.

MOTION Kean, seconded McNeilly, to authorize the expense and payment to the Michigan Department of Technology, Management and Budget in the amount of \$180 for the 2024 membership fee to the MiDeal extended purchasing program to be charged to Due & Subscriptions (GL 101-101-958.000).

Roll Call Vote

Ayes: Lacasse, Lewis, Lazet, Kean, & McNeilly

Nays: None

WECS Moratorium Extension.

MOTION Lazet, seconded Lewis, to extend the moratorium on receiving applications and issuing Special Land Use Permits for Large Wind Energy Conversion Systems until December 1, 2024.

Roll Call Vote

Ayes: McNeilly, Lacasse, Lewis, Lazet, & Kean

Nays: None

Discussion followed on issuing a moratorium on receiving applications and issuing Special Land Use Permits for Commercial Kennels and Home Occupations.

New Business:

SLU 134 Permit Application – Agricultural Service Establishment. The application has been submitted to the Planning Commission. All conditions have been met and approved by the Planning Commission. Supervisor Lazet provided an explanation of the Basis of Determination. There is resident support for the issuance of the Special Land Use Permit. Mr. Sheridan provided an overview of his business model.

MOTION Lazet, seconded Lewis, to adopt the Basis of Determination findings (Z.O. Section 16.03) as submitted by the Planning Commission.

Roll Call Vote

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

MOTION McNelly, seconded Lazet, to authorize the issuance of the Agricultural Service Establishment for Southyard LLC a Special Land Use Permit #134.

Roll Call Vote

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

Adoption of Resolution #24-01 Michigan Recreation Passport Grant Program Development Agreement. Supervisor Lazet provided a financial explanation of the grant. The Board must formally accept the grant.

**VEVAY TOWNSHIP
INGHAM COUNTY, MICHIGAN
RESOLUTION TO ACCEPT THE MICHIGAN RECREATION PASSPORT GRANT
PROGRAM DEVELOPMENT PROJECT AGREEMENT**

RESOLUTION # 24-01

At a regular meeting of the Board of Trustees of the Township of Vevay, located in the County of Ingham, State of Michigan, held in the Vevay Township Hall, 780 Eden Road, Mason, MI 48854, on January 17, 2024, at 6:30 p.m.

PRESENT: Supervisor Lazet, Clerk Kean, Treasurer Lewis, Trustee Lacasse, and Trustee McNeilly

ABSENT: None

The following preamble and resolution were offered by McNeilly and supported by Kean:

WHEREAS, the Vevay Township Board of Trustee's previously supported the submission of an application titled Vevay Township Community Park Americans with Disabilities Act (ADA) Improvements to the Michigan Department of Natural Resources Recreation Passport grant for the development of a new park entry, pathways, and additional playground equipment to make the park more ADA accessible; and,

WHEREAS, Vevay Township has been awarded a Recreation Passport Local Development Grant in the amount of \$150,000.00.

WHEREAS, the awarded grant supports the Township's 5-Year approved Parks and Recreation Plan; and,

WHEREAS, the Grant is accepted through the execution of the Michigan Recreation Passport Grant Program Development Project Agreement.

NOW THEREFORE, BE IT RESOLVED, that Vevay Township does hereby accept the terms of the Agreement as received from the Michigan Department of Natural Resources, and that the Vevay Township Board of Trustees does hereby specifically agree, but not by way of limitation, as follows:

1. To appropriate all funds necessary to complete the project during the project period and to provide Fifty Thousand (\$50,000) dollars to match the grant authorized by the DEPARTMENT.
2. To maintain satisfactory financial accounts, documents, and records to make them available to the DEPARTMENT for auditing at reasonable times.
3. To construct the project and provide such funds, services, and materials as may be necessary to satisfy the terms of said Agreement.
4. To regulate the use of the facility constructed and reserved under this Agreement to assure the use thereof by the public on equal and reasonable terms.
5. To comply with any and all terms of said Agreement including all terms not specifically set forth in the foregoing portions of this Resolution.

BE IT FURTHER RESOLVED, that Resolution #24-01 is hereby adopted effective January 17, 2024.

MOTION McNeilly, seconded Kean, to adopt Resolution #24-01 To Accept the Michigan Recreation Passport Grant Program Development Project Agreement and Authorize Clerk JoAnne Kean, as the Mi-Grant Official Signature, to sign the Agreement.

Roll Call Vote

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

RESOLUTION DECLARED ADOPTED.

Adoption of Resolution #24-02 Ingham County Payment Reduction Program (Delinquent Tax Fee Relief). Treasurer Lewis provided an explanation of the County Program. There will be no cost to the Township to participate in the program.

**VEVAY TOWNSHIP
INGHAM COUNTY, MICHIGAN
INGHAM COUNTY PAYMENT REDUCTION PROGRAM
RESOLUTION #24-02**

At a regular meeting of the Township Board of Trustees of the Township of Vevay, Ingham County, Michigan, held in the Township Hall, 780 Eden Road, Mason, Michigan, 48854 on the 17th day of January 2024.

PRESENT: Supervisor Lazet, Clerk Kean, Treasurer Lewis, Trustee Lacasse, and
Trustee McNeilly

ABSENT: None

The following Preamble and Resolution were offered by Lewis and supported by McNeilly.

WHEREAS, pursuant to the authority vested in the Ingham County Treasurer as foreclosing governmental unit under MCL 211.78g(8)(a) the Treasurer has created a Payment Reduction Program to reduce payments of delinquent taxes due from persons who have received a poverty exemption from taxes under MCL 211.7u; and

WHEREAS, the Treasurer has elected to use only one of three possible methods to reduce payments, as described in MCL 211.78g(8)(a)(iii):

Cancel all of the interest, penalties, and fees required to be paid under this act; and

WHEREAS, all the costs of such a cancellation will be borne by Ingham County and not by any city, township, village or other taxing authority; and

WHEREAS, parcels within Vevay Township will, pursuant to MCL 211.78g(10)(b)(ii), only be eligible for this program with the participation of Vevay Township through approval of this resolution; and

WHEREAS, any change in the terms of the Payment Reduction Program will take effect only after approval of an additional resolution;

NOW, THEREFORE BE IT RESOLVED, that the Board of Trustees of Vevay Township, acting pursuant to MCL 211.78g(10)(b)(ii) elects to participate in the Payment Reduction Program for delinquent taxes adopted by the Ingham County Treasurer as described in this resolution; and

BE IT FURTHER RESOLVED, that, as provided by MCL 211.78g(10)(b) the Treasurer is authorized to provide the Ingham County Treasurer with written notice of Vevay Township's participation in the Payment Reduction Program.

MOTION Lewis, seconded McNeilly, to adopt Resolution #24-02 the Ingham County Payment Reduction Program (Delinquent Tax Fee Relief).

Roll Call Vote

Ayes: Lewis, Lazet, Kean, McNeilly, & Lacasse

Nays: None

RESOLUTION DECLARED ADOPTED.

Elections: Authorization for Election Inspectors to Receive Paper Check. Clerk Kean explained that the Direct Deposit Policy required Board authorization for the issuance of paper checks.

MOTION Kean, seconded Lacasse, to authorize the issuance of paper general fund payroll checks to Election Inspectors for the Presidential Primary, May School Election (if needed), August Primary, and the November General Election for the 2024 Election cycle.

Roll Call Vote

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

Elections: Authorization Request to Display “Night Box” Public Notice Sign Per Zoning Ordinance Section 20.04 (A)(13).

MOTION Kean, seconded Lewis, to display a public notice sign indicating to voters where to return their “drive up” absentee ballots as allowed in Section 20.04 (A)(13) for all Elections held in 2024.

Roll Call Vote

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

Authorization to Pay Wolverine Engineers & Surveyors, Inc. Consulting Services.

MOTION Lazet, seconded Lewis, to authorize the expense and payment to Wolverine Engineers & Surveyors, Inc in the amount of \$4,700 for Zoning Maps Consulting Services to be charged to 101-101-818.000 and to transfer \$4,700 from 101-210-704.000 to 101-210-818.000.

Roll Call Vote

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

Authorization Request: Attendance @ MTA Annual Conference, April 22-25,2024. Clerk Kean would like to attend the conference by the virtual “On Demand” Package.

MOTION Kean, seconded Lacasse, to authorize the expense and payment in the amount up to \$300 for Board members to attend virtually the MTA Annual Conference April 22-25 to be charged to Governing Body Educational Meetings (GL #101-101-960.000).

Roll Call Vote

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

Accounts Payable Disbursement Authorization. Clerk Kean reviewed the Disbursement Authorization Report highlighting several invoices.

MOTION Kean, seconded McNeilly, to approve the Disbursement Authorization Report for December 14, 2023, to January 17, 2024, for General Fund Checks #32758-32788, Direct Deposits DD93-DD121 and EFT’s 654-659 for a total of \$101,923.09.

Roll Call Vote

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

Trustee McNeilly:

Planning Commission. The Planning Commission continues to work on ordinance amendments for Home Occupations.

Recreation Commission: Legacy Tree Donation Recommendations. The recommendations are on hold with the Recreation Commission pending reconsideration of the current donation request.

Supervisor Report:

Employee Position Designation.

MOTION Lazet, seconded McNeilly, that the Office Assistant be authorized to use the title Project Manager in her interactions on behalf of the Township.

Roll Call Vote

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

LSES Update. Supervisor Lazet provided an update on Leslie Township's LSES ordinance and the status of the Ranger Power LSES Project.

2024 Projects Update. Supervisor Lazet reviewed the map of the proposed Vevay Township Road repair projects provided by the Ingham County Road Department. Other projects include Municode, Zoning Ordinances priorities, DDA recreation grant match, and code enforcement-civil infraction process.

Clerk Report:

Election Update. Approximately 1,350 Absent Voter Applications were mailed with just under 600 being returned to date. Two Military Overseas ballots were sent. The early voting grant-funded equipment has been received as well as the new Absent Voter Counting Board equipment. Clerk Kean distributed a request for an election inspector compensation increase. A portion of the rate increase is reimbursable. The proposed increases will be discussed at the next Board meeting.

Budget Adjustments – Transfer Authority. Clerk Kean informed the Board of a Budget Authority transfer of \$2,000 from Educational Meetings (GL# 101-101-960.000) to Elections Print/Publish/Postage (GL# 101-262-900.000).

Treasurer Report: General Fund Financial, Revenue Sharing Graph & Tax Collection Update. Treasurer Lewis provided a comparison tax collection update as well as a review of the General Fund Financial and Revenue Sharing Graphs.

Treasurer Lewis reviewed the December quarterly investment report highlighting the Flagstar and Independent Bank Certificate of Deposits that will mature in March. Discussion followed on

reinvesting the Commercial Bank Money Market Account into MiClass. This item will be on the next agenda for consideration.

Any Other Business. Trustee McNeilly spoke on the timeliness of the mailing of the Personal Property Statement Form L4175.

Additional Public Comment. None

Adjournment. The meeting was adjourned at 8:06 p.m.



JoAnne Kean, Clerk

Recorder Deputy Clerk Ruttan