

**VEVAY TOWNSHIP  
BOARD OF TRUSTEES  
Regular Meeting  
Wednesday, July 12, 2023, 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 Allegiance.

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

**Set/Amend Agenda.**

### Additions: Trap Shooters New Structures

## Public Comment Regarding Proposed New Office Hours

**MOTION McNeilly, seconded Lewis, to approve the agenda as amended.**

## 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 6-14-23. \*approved & filed
- Financial Reports – June 2023: 1) Cash & Investment Account Summary 2) Quarterly Investments 3) Balance Sheets, and 4) Revenue & Expenditure Report. \*received & filed
- Planning Comm. Regular Meeting Minutes 6-7-23. \*filed
- Recreation Comm. Regular Meeting Minutes 6-8-23. \*filed
- Building Report – June 2023. \*filed
- Code Enforcement Report - June 2023. \*filed
- Correspondence from:
  - Mason Fire Department re: June Response Reports. \*filed
  - IC Sheriff Office. Sgt. Newton Incident Report June. \*filed
  - MERS 2023 Retirement Conference. \*filed
  - Mason Area Chamber of Commerce. \*filed
  - Consumers Energy MPSC Case No. U-21410 & U21312. \*filed

**MOTION Kean, seconded Lewis, 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:**

**Revised Website Update.** Supervisor Lazet briefly reviewed the website power point provided by Ms. Bunnell. The scheduled website “go live” date is August 14, 23. The current website will be unavailable August 11 through August 13 to convert to the new website.

**Township Hall Rental Agreement.** This item was deferred until next month.

**Direct Deposit Policy.** The proposed policy and authorization form was reviewed by the Board Members. A correction to the meeting date was made. The proposed start date is September 1, 2023.

**VEVAY TOWNSHIP  
INGHAM COUNTY, MICHIGAN  
RESOLUTION NO. 23-12**

**A RESOLUTION ADOPTING TOWNSHIP POLICY**

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 July 12, 2023, at 6:30 p.m.

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

ABSENT: None

The following preamble and resolution was offered by Kean and supported by Lewis:

**WHEREAS**, the Board of Trustees recognize that the safe, effective, and efficient operation of local government works best when rules, policies, and procedures (collectively, “policies”) provide notice, guidance, and direction to its employees and those providing contracted services;

**WHEREAS**, the Board of Trustees has previously adopted relevant policies for the Township’s operations; and

**WHEREAS**, the Board of Trustees has reviewed the policy identified herein for the Township's operations; and

**THEREFORE**, be it Resolved that the Township of Vevay Board of Trustees hereby resolves, approves, and adopts the following policy and procedure contained therein:

**A. DIRECT DEPOSIT POLICY**

**THEREFORE**, let it be further Resolved that the Township Supervisor and Clerk, with the review of the Township Attorney, may amend the policy identified herein from time to time.

**THEREFORE**, that all previously adopted policies and procedures in conflict with the provisions of the policy identified herein are hereby repealed.

**THEREFORE**, that all Resolutions or parts of Resolutions, in conflict with the provisions of this Resolution be and the same hereby are rescinded.

The foregoing Resolution declared adopted on the date written above.

**MOTION Kean, seconded Lewis, to Adopt Resolution #23-12, Direct Deposit Policy as amended.**

**Roll Call Vote**

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

*RESOLUTION DECLARED ADOPTED.*

**New Business:**

**Discussion Gravel Mining SLU Permit #131.01 Renewal.** The Board members discussed the special conditions to be added to the new SLU permit 131.01. The Board accepted the Planning Commission's recommendations as follows:

1. The 5-year review required in Sec. 21.03 C shall be limited to the area being mined, including an amended site plan if warranted, unless operations extend into an area not covered by the current application.
2. Prior to any crushing operations, the Township be provided with a copy of the MDEQ Air Quality Division permit or letter of dismissal.
3. Excavations must only be above the water table, and no mining is to occur below the water table, and no dewatering off site.

4. Fencing shall be maintained around the complete mining area, and no trespassing signs shall be posted every 500 feet.
5. The reclamation bond should be \$10,000 per acre, and a copy of the bond shall be submitted to the Township.
6. Applicants must comply with applicable Federal, state, and Local Ordinance. Any violation may be grounds for SLU revocation as stated in 16.05.

**Agricultural Services Establishments Special Land Use Permits, Proposed Zoning Ordinance Amendment, Sec. 16.06(A).** Clerk Kean stated that the Ordinance would be effective seven days following the adoption date of July 23, 2023.

The following ordinance was introduced for adoption by Kean and supported by McNeilly.

**VEVAY TOWNSHIP  
INGHAM COUNTY, MICHIGAN  
ORDINANCE NO. 68.55**

**PREAMBLE**

**AN ORDINANCE TO AMEND ORDINANCE NO. 68, THE VEVAY TOWNSHIP ZONING ORDINANCE, TO AMEND CHAPTER 16, SECTION 16.06 "SPECIFIC SPECIAL LAND USES STANDARDS", SUBSECTION A "AGRICULTURAL SERVICE ESTABLISHMENTS"; TO REPEAL PORTIONS OF ORDINANCES IN CONFLICT HEREWITH; AND TO ESTABLISH AN EFFECTIVE DATE HEREOF.**

**Roll Call Vote**

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

**(Note: The text of Ordinance No. 68.55 is printed in its entirety in the *Vevay Township Ordinances Record Book* and attached to these minutes.)**

**ORDINANCE DECLARED ADOPTED.**

**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 June 15, 2023, to July 12, 2023, for General Fund Checks #32534-32595, EFT's 617, #618, #619, #620, #621, #622, and #623 for a total of \$64,349.32.**

**Roll Call Vote**

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

**Supervisor Report: DDA Update.** There is commercial interest in the Frederick farm off Jewett Road. Supervisor Lazet provided an update on the current condition of the pavilion floor.

**Supervisor Report: Hall Renovation Update.** The renovation is complete. Clerk Kean recommended the landscaping be updated. Supervisor Lazet explained the new State Budget 1% Revenue Sharing increase contingency on the obligation of ARPA funds by December 31, 2023.

**Supervisor Report: Re-issue Ownership Certificate of Burial Rights.** The Board continued the discussion on the interpretation of the word re-issue as it relates to the \$20.00 fee for the Re-issue Ownership Certificate for Burial Rights. This matter will be brought back at the next meeting which will revise the current fee schedule by removing the fee.

**MOTION Lacasse, seconded Lewis, to authorize a moratorium on the \$20.00 fee for the Re-issue Ownership Certificate of Burial Rights fee.**

**Roll Call Vote**

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

**Supervisor Report: Trap Shooters New Structures.** The structures were only temporary and have been removed.

**Treasurer Report: General Fund Financial, Revenue Sharing, Tax Collection, and Comparison Graphs.** Treasurer Lewis reviewed and explained each of the graphs including a new graph comparing historical usage for Consumers Energy and AOS (Copier).

**Clerk Report: Election Update.** A new State funded “drive up” drop box for Elections has been ordered. Clerk Kean provided specific updates on the new legislation that was passed to implement Proposal 2. Due to our precinct size, under 10,000 voters, Vevay Township cannot process absent voter ballots during the 9 days of early voting. Due to the legislative changes, the budgeted additional tabulator will need to be purchased.

**Clerk Report: Public Comment Regarding Proposed New Office Hours.** The resident response was favorable. Several inquired about evening hours. Board members contacted residents individually and explained the reason for changing the office hours, Friday and evening hours by appointment, and the new interactive website. After explanation, residents were favorable to the change.

**Trustee McNeilly: Planning Commission.** The Planning Commission continues to review the Home Occupation Ordinance amendment, as well as Chapter 16 – Special Land Uses. A sub-committee has been established to address the Wind Energy Ordinance.

**Any Other Business.** None

**Additional Public Comment.** Resident John Fischer spoke on Township Business.

**Adjournment.** The meeting was adjourned at 7:33 p.m.

  
JoAnne Kean, Clerk

Recorder Deputy Clerk Ruttan