

**VEVAY TOWNSHIP**  
**BOARD OF TRUSTEES**  
**Special Meeting**  
**Friday, May 19, 2023 at 10:45 a.m.**  
**Vevay Township Hall – 780 Eden Road, Mason**

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**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:** Katie Bunnell from *Digital Impact* and Frank Vargas from *Vargas Computers Systems, Inc.*

The meeting was called to order by Supervisor Lazet at 10:45 a.m. and followed by the Pledge of Allegiance.

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

Supervisor Lazet left the meeting at 10:48 a.m. and returned at 10:51 a.m.

**Set/Amend Agenda.**

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

|                       |  |
|-----------------------|--|
| <b>Roll Call Vote</b> | <b>Ayes: Kean, McNeilly, Lacasse, Lewis, &amp; Lazet</b> |
|                       | <b>Nays: None</b>  |

**Vevay Township Policy: Computer, Device, E-mail, Cell Phone, Internet, Media Contact and Social Media Policy.** The draft policy was previously e-mailed to the Board members. Supervisor Lazet reviewed the changes made to the final draft policy.

**VEVAY TOWNSHIP**  
**INGHAM COUNTY, MICHIGAN**  
**RESOLUTION #23-10**

**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 May 19, 2023, at 10:45 a.m.

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

ABSENT: None

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

**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. COMPUTER, DEVICE, EMAIL, CELL PHONES, INTERNET, MEDIA CONTACT, AND SOCIAL MEDIA 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.

**MOTION Lewis, seconded Kean, to adopt Resolution #23-10, Computer, Device, Email, Cell Phones, Internet, Media Contact, and Social Media Policy.**

**Roll Call Vote**

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

**Nays: None**

*RESOLUTION DECLARED ADOPTED ON THE DATE WRITTEN ABOVE.*

(See Addendum for Policy)

**Vevay Township Policy: Illegal Drugs, Marihuana Use, Possession of Marihuana Products Prohibited, Tobacco Smoking or Chewing Prohibited.** This policy will be addressed at a future meeting.

**Website Design Initial Meeting w/Digital Impact, LLC – Katie Bunnell.** Board introductions were made to Ms. Bunnell & Mr. Vargas. Supervisor Lazet provided a synopsis of the criteria of the website. It is the Board members vision, that the website be a primary and comprehensive source of information for the residents. An interactive discussion followed on platform & application, fillable forms, ADA compatibility requirements, On-line payments, E-News Distribution, Facebook, training, and a timeline. The Board members will be updated as progress is made.

Trustee McNeilly left the meeting at 12:05 p.m.

**Any Other Business.** Supervisor Lazet informed the Board members that the reclamation of the Ives Road gravel mine, food trucks, and the township hall water testing will be discussed at a future meeting. Supervisor Lazet will send an e-mail regarding each topic. The Planning Commission is holding a public hearing on the proposed zoning ordinance amendment for Large Solar Energy Systems on June 7, 2023. Supervisor Lazet requested if any Board member has any concerns to contact him.

**Additional Public Comment.** None.

**Adjournment.** The meeting was adjourned at 12:09 p.m.

  
JoAnne Kean, Clerk

Scribed by Deputy Clerk Ruttan

