

**VEVAY TOWNSHIP
BOARD OF TRUSTEES
Regular Meeting**

**Wednesday, November 15, 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 (arrived at 6:33 pm)
Members Absent: None
Staff Present: Deputy Clerk Mary Ruttan
Others Present: Three 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: Authorization Request:

1. SCAG Lawn Mower Annual Maintenance
2. Treasurer Attendance at MMTA's Property Tax Collection-Rest of the Story Zoom Session
3. Treasurer & Deputy Treasurer Attendance at MMTA's Winter Workshop

MOTION Kean, 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 10-11-23. *approved & filed
- Financial Reports – October 2023: 1) Cash & Investment Account Summary 2) Balance Sheets, 3) Revenue & Expenditure Reports, and 4) Tax Disburse. Reports. *received & filed
- Planning Comm. Regular Meeting Minutes 10-4-23. *filed
- Building Report – October 2023. *filed
- Code Enforcement Report - October 2023. *filed
- Renewal of Michigan Association of Municipal Clerks 2024 Membership for Clerk Kean and Deputy Clerk Ruttan. *approved & filed
- Renewal of Michigan Municipal Treasurers Association 2024 Membership for Treasurer Lewis and Deputy Treasurer Smith. *approved & filed
- Correspondence from:
 - Mason Fire Department September & October Reports. *filed
 - IC Sheriff Office. Sgt. Newton Incident Report for October. *filed

MERS Quarterly Report ending 6/30/23. *filed
Direct TV, LLC Franchise Fees. * filed
Consumers Energy MPSC Case No. U-21423. *filed

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

Roll Call Vote

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

Items Removed from Consent Agenda - Discussion. None.

Public Comment. Robert Kerr spoke on Township business.

Old Business. None.

New Business:

Agreement Authorization: Ambulance Service with MMR Mason Area. Supervisor Lazet provided a synopsis of the proposed agreement indicating the service data was previously distributed. The agreement provides for two years of service with no charge to the Township.

MOTION Lazet, seconded Kean, to authorize a service agreement with the firm Mobile Medical Response for the purpose of providing EMS response and transport ambulance service to the residents of Vevay Township for a term ending December 31, 2025. Furthermore, to authorize Supervisor Lazet to sign the agreement.

Roll Call Vote

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

Agreement Authorization: College Road Property Lease Agreement. The current lease agreement expires on December 31, 2023. The Lessee is an excellent steward of the land.

MOTION Kean, seconded Lacasse, to authorize an extension to the lease for three (3) years, at the current rate of \$155 per acre, and the payment to be received by March 31 of each year. Furthermore, to authorize Supervisor Lazet to sign the lease agreement.

Roll Call Vote

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

Vevay Voice Winter Newsletter. A draft newsletter provided an update on each of the four priority areas of the Township Board. Transparency is essential to the Township Board. The newsletter will be posted on the website and included in the e-news. Discussion followed on including the newsletter in the tax bill.

MOTION Lewis, seconded Lacasse, to authorize the expense to include a shortened one-page overview/headline version of the newsletter in the December tax bill to be charged to GL 101-101-900.000.

Roll Call Vote

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

Authorization Request: Vargas Computer Systems, Inc. for a New Server.

MOTION Lewis, seconded Kean, to authorize the expense and payment to Vargas Computer Systems, Inc in the amount of \$7350 for a Dell Server with 1TB SAS Hard drives including installation to be charged to ARPA Digitation 285-000-962.005.

Roll Call Vote

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

Authorization Request: DBI Sit-Stand Desk for Clerk's Office.

MOTION Lewis, seconded McNeilly, to authorize the expense and payment in the amount up to \$1,300 for an electric Sit-Stand Desk, to be charged 101-210-967.000.

Roll Call Vote

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

Authorization Request: SCAG Lawn Mower Annual Maintenance.

MOTION Lazet, seconded Kean, to authorize the expense and payment to Superior Saw, LLC up to \$600 for the annual maintenance of the SCAG lawn mower to be charged to 101-265-932.000.

Roll Call Vote

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

Authorization Request: Treasurer Attendance at MMTA's Educational Program Property Tax Collection – The Rest of the Story.

MOTION Kean, seconded Lacasse to authorize the expense and payment to Michigan Municipal Treasurers Association in the amount of \$69 for the Treasurer to attend via Zoom the educational program Property Tax Collection – The Rest of the Story to be charged to 101-101-960.000.

Roll Call Vote

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

Authorization Request: Treasurer and Deputy Treasurer Attendance at MMTA's Winter Workshop.

MOTION Kean, seconded McNeilly, to authorize the expense and payment to Michigan Municipal Treasurers Association in an amount up to \$400 for the Treasurer and Deputy Treasurer to attend MMTA's Winter Workshop, January 18-19, 2024, at the Hilton Garden Inn, Lansing, to be charged to 101-101-960.000.

Roll Call Vote

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

Budget 2024-25:

Initial Discussion. The current budget addresses all four priority areas. The fund balance is up by over 30% since 2020 including the Capital Improvement Plan as a focused savings plan for upcoming major expenditures. Supervisor Lazet asked for budget recommendations from the Board members. The 2019-2025 Capital Improvement Plan is fully funded. Discussion followed on additional priority items that need to be included in the Plan. Further discussed was the amount of fund balance needed as it relates to investments in long term expenses.

Set Work Sessions, Public Hearing & Budget Adoption Date.

MOTION Kean, seconded McNeilly, to set the schedule for the Budget Work Sessions, the Budget Public Hearing, and the budget adoption of the proposed 2024-25 budget as follows:

Budget Work Session	Thursday, December 21, 2023 @ 1:00 p.m.
Budget Work Session	Thursday, January 25, 2024 @ 1:00 p.m.
Budget Work Session	Thursday, February 1, 2024 @ 1:00 p.m.
Budget Public Hearing	Wednesday, March 2024 @ Regular BOT Meeting
Budget Adoption	Thursday, March 21, 2024 @ 6:30 p.m.

Roll Call Vote

**Ayes: Lacasse, Lewis, Lazet, Kean, & McNeilly
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 October 12, 2023, to November 15, 2023, for General Fund Checks #32699-32733, Direct Deposits DD38-DD69, and EFT's 641-647 for a total of \$ 58,855.67.

Roll Call Vote

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

Trustee McNeilly Reports:

Planning Commission. The recently passed State Renewable Energy Legislation was discussed as it relates to the Township's newly adopted Large Solar Energy System Ordinance Amendment. The amendments to the Wind Energy Ordinance are being postponed. Supervisor Lazet reviewed the Commercial Kennel SLU permit requirements. He has requested that the Planning Commission consider limiting the size of commercial kennels.

Recreation Commission. The new swing set and play panels are scheduled for installation this week. The new doggie waste stations have been installed. Several of the Recreation Commission members attended the County Millage Grant presentation to the Ingham County Parks Commission. The Township has applied for two County Millage Grants. The first grant application is for improvements to the park and the second is for the extension of the Hayhoe Trail. The Recreation Commission is currently working on a recommendation to the Board for the Legacy Tree Donation policy.

Supervisor Report:

State Pre-emption of Solar/Wind Siting & Regulations Update. Supervisor Lazet provided an actual audio sound of a solar energy inverter station. Further in-depth discussion on local compatible ordinances, wind energy, and taxation of utility scale solar and wind projects.

Zoning Update. Supervisor Lazet is in the process of preparing a draft of the International Property Maintenance Code (IPMC) which will address abandoned residences, falling down barns, and junk on the premises.

Clerk Report: Election Update. Clerk Kean informed the Board that several other states election officials have received letters containing suspicious substances. However, none have been received in Michigan. The high school voter registration drive was very successful. The Presidential Primary will be held on February 27, 2024. Early voting starts on February 17 through February 25, 2024. Vevay Township is an early voting site. Due to additional notice requirements, additional funds are needed in the Elections Print/Publish/Postage account. Clerk Kean anticipates these expenses will be reimbursed by the State.

MOTION Kean, seconded McNeilly, to authorize a budget adjustment in the amount of \$4,100 from Retirement ERCON (GL #101-237-715.000) to Elections Print/Publish/Postage (GL #101-262-900.000).

Roll Call Vote

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

Nays: None

Treasurer Report: General Fund Financial Graph and Revenue Sharing. Treasurer Lewis reviewed the General Fund Financial Graph, Revenue Sharing graph, and December tax bill highlighting special assessments on the tax bill.

Any Other Business. The website traffic report was reviewed. The Board would like a monthly comparison chart. In the future, this monthly report will become part of the consent agenda.

Additional Public Comment. Robert Kerr, Mitch Mull, and Jeff Carter each spoke on Township business.

Adjournment. The meeting was adjourned at 8:00 p.m.


JoAnne Kean, Clerk

Recorder Deputy Clerk Ruttan