

**VEVAY TOWNSHIP
BOARD OF TRUSTEES
Budget Work Session/Special Meeting
Tuesday, February 7, 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 (arrived at 12:47 p.m.), 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 with Treasurer Lewis arriving at 12:47 p.m.

Set/Amend Agenda.

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

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

Public Comment. None.

Budget Adjustments.

MOTION Lazet, seconded Kean, to authorize the budget transfer from Election/Contractual Services (GL #101-262-818.000) in the amount of \$150 to Park & Rec./Maintenance & Repairs Outside Ground (GL #101-751-932.000).

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

MOTION Kean, seconded Lacasse, to authorize the Deputy Treasurer to temporarily work up to 20 hours per week at the hourly rate of pay \$16 to be charged to GL #101-210-704.000 to support the office due to the vacancy of the Office Assistant.

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

Office Assistant Vacancy. The position has been posted and no response to date. Efforts continue to find and encourage qualified individuals to apply.

Continued Review of 2023-24 Budgets. The Board members continued the line-by-line discussion on the requested appropriations budget.

Treasurer Lewis arrived at 12:47 p.m.

The Board members discussed in detail the Employee Medical Insurance Buyout, 9-days of early voting, IRS standard mileage rate, road maintenance, special assessment districts, and the allocation of ARPA funds. Supervisor Lazet presented his two-year local road plan. The 2023-24 fiscal year includes Rolfe Rd.-Tuttle to Service, Diamond Rd.-M36 to Dexter Trail, and Hawley Rd.-Dexter Trail to M-36. The 2024-25 fiscal year includes Rolfe Rd.- Hawley to Ives and Hawley Rd.- Barnes to Rolfe. Trustee McNeilly addressed the need for digitization of the Zoning Ordinances (such as Municode which is now CivicPlus) including a website presence. Clerk Kean will present a revised 2023-24 Recommended Budget for review prior to the Public Hearing on March 15, 2023.

Employee Compensation Schedule. Clerk Kean presented a revised Proposed Hourly Employee Wage Schedule. Discussion followed on new employee starting wages, increases for new employees, and increases for existing employees. Action will be taken at the March 23, 2023, Budget Adoption meeting.

Capital Improvement Plan. Will be discussed at a future meeting.

Any Other Business. Trustee Lacasse provided a listing of surrounding area jurisdictions days and hours of operation. This matter will be discussed at a future meeting.

Next Budget Work Session: It was the consensus of the Board Members that the next budget work session is not needed; therefore, the February 23rd meeting was cancelled.

Adjournment. The meeting was adjourned at 3:00 p.m.


JoAnne Kean, Clerk

Recorder Deputy Clerk Ruttan