

**VEVAY TOWNSHIP  
BOARD OF TRUSTEES  
Regular Meeting**

**Wednesday, January 11, 2023, at 6:30 p.m.  
Vevay Township Hall – 780 Eden Road, Mason**

**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:** One interested resident

The meeting was called to order by Supervisor Lazet at 6:31 p.m. and followed by the Pledge of Allegiance.

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

**Set/Amend Agenda.**

**Additions:** Authorization Request for Payment to Muzzall Graphics Invoice & Budget Adjustment  
Authorization Request for Payment to King Motors Invoice for Truck Repair  
Authorization Request for Treasurer to Register for MMTA's Treasurer-to-Treasurer Online Panel Discussion Bundle  
**Removals:** Authorization Request for Treasurer to attend MMTA Workshop  
Consent Agenda Item K-Correspondence Subsection 1-Mason Fire Department December Report & Subsection 2-Ic Sheriff Dept December Report

**MOTION Kean, seconded Lacasse, to adopt 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.12-14-22 and Special Meeting 12-7-22. \*approved & filed
- Financial Reports – December 2022: 1) Cash & Investment Account Summary 2) Quarterly Investment Report, 3) Balance Sheets, 4) Revenue & Expenditure Report, and 5) Tax Check Register. \*received & filed
- Planning Comm. Regular Meeting/Public Hearing 12-7-22. \*filed
- Recreation Comm. Regular/Public Input Meeting 12-8-22 & Special Meeting 12-13-22. \*filed
- 2022 Annual Report for the Planning Commission. \*filed
- 2022 Annual Report for the Recreation Commission. \*filed
- Building Report - December 2022. \*filed
- Code Enforcement Report - December 2022. \*filed

**MOTION Kean, seconded McNeilly, to adopt the consent agenda as amended.**

**Roll Call Vote**

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

**Items Removed from Consent Agenda - Discussion.** None.

**Public Comment.** None.

**Financial Reporting Recommendation re: Allowance for Doubtful Accounts.** Clerk Kean explained that based on best practice guidance from the Government Finance Officers Association (GFOA), the Allowance for Doubtful Accounts should be reviewed periodically to ensure the proper recording of account balances.

**MOTION McNeilly, seconded Kean, to reduce the Allowance for Doubtful Accounts (GL #101-000-042.000) for invoices 463, 468, 483, 500, 501, 498, 504, 506, and 517 for a total of \$4,753.00 and reduce Other Current Account Receivable (GL #101-000-040.000) in the same amount to properly reflect the appropriate amount on the financial statement.**

**Roll Call Vote**

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

**Zoning Ordinance Amd. For Sections 3.09 & 3.17 on Breezeways, Setbacks, & Corner Lots.** Supervisor Lazet provided the rationale for the amendments.

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

**TOWNSHIP OF VEVAY  
COUNTY OF INGHAM, STATE OF MICHIGAN  
ORDINANCE NO. 68.53**

**AN ORDINANCE TO AMEND ORDINANCE NO. 68, THE  
VEVAY TOWNSHIP ZONING ORDINANCE, AND  
SPECIALLY TO AMEND CHAPTER 3, SECTIONS 3.09, AND  
3.17(C); TO REPEAL ANY ORDINANCES IN CONFLICT  
THEREOF; AND TO PROVIDE AN EFFECTIVE DATE  
HEREOF.**

**Roll Call Vote**

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

**(Note: The Official record of Ordinance No. 68.53 is printed in its entirety in *Vevay Township Ordinances, Volume II.*)**

***ORDINANCE DECLARED ADOPTED.***

**MTA Annual Conference April 17-20 at Grand Traverse Resort.** Clerk Kean and Trustee Lacasse expressed an interest in attending. Clerk Kean would like to attend virtually.

**MOTION** Kean, seconded McNeilly, to authorize the expense and payment in the amount up to \$600.00 to attend either in person or virtually the MTA Annual Conference April 17-20 at Grand Traverse Resort to be charged to Governing Body Educational Meetings (GL #101-101-960.000) in the amount of \$400 and to Clerk Educational Meetings (GL #101-215-960.000) in the amount of \$200.

**Roll Call Vote**

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

**Authorization Request for Treasurer to Register for MMTA's Treasurer-to-Treasurer Online Panel Discussion Bundle.**

**MOTION** Kean, seconded McNeilly, to authorize the expense and payment in the amount of \$99.00 to Michigan Municipal Treasurers Association for the Treasurer to register for the online Treasurer-to-Treasurer panel discussion bundle for the period February to December 2023 to be charged to *Treasurer's Educational Meetings* (GL #101-253-960.000).

**Roll Call Vote**

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

**Authorization Request for Muzzall Graphics & Budget Adjustment.** Assessment envelopes are normally ordered for a two-year period to take advantage of the quantity price reduction.

**MOTION** Kean, seconded Lazet, to authorize the expense and payment to Muzzall Graphics in the amount up to \$500 for the purchase of 4,000 #10 Window Envelopes to be charged to Assessor Print/Publish/Postage (GL #101-257-900.000) and to authorize the budget adjustment in the amount of \$500 from Elections Per Diem (GL #101-262-705.000) to Assessor Print/Publish/Postage (GL #101-257-900.000).

**Roll Call Vote**

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

**Authorization Request for King Motors.** The Township truck needed an emergency repair. The repair included a higher-grade battery and repair of the electrical system.

**MOTION** Lazet, seconded Lewis, to authorize the expense and payment to King Motors in the amount of \$324.83 to repair the Township Truck to be charged to Maintenance and Repairs Outside (GL #101-265-932.000).

**Roll Call Vote**

**Ayes:** Lacasse, McNeilly, Kean, Lazet, & Lewis  
**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 December 15, 2022, to January 11, 2023, for General Fund Checks #32193-32260, EFT's #580, #581, #582, #583, #584, and #585 for a total of \$40,212.31.**

**Roll Call Vote**

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

**Supervisor Report: Update on Township Hall Renovations.** The bid specifications and draft contracts have been received from Wolverine Engineers & Surveyors, Inc for the Township Hall Renovations. These documents will be reviewed at the January 26, 2023, special budget meeting.

**MOTION Lazet, seconded Lewis, to authorize Wolverine Engineers & Surveyors, Inc. to implement the sealed bid proposal process for selection of a general contractor for the Vevay Township Hall Building Upgrades and Improvement project per the specifications and contract bid documents.**

**Roll Call Vote**

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

**Supervisor Report: Questions on the 2023-24 Proposed Budget.** Supervisor Lazet asked the Board Members to re-distribute any previous information on compensation. Items to be discussed will center around the fee schedule, cemetery costs, building department costs and other items as determined by the Board Members.

**Supervisor Report: Code Enforcement Update.** Supervisor Lazet continues to follow up on code enforcement complaints. Code enforcement tickets will be issued.

**Treasurer Reports:** Treasurer Lewis reviewed the monthly general fund cash receipt/disbursement and revenue sharing graphs. Treasurer Lewis provided information on the current tax collection process, veterans disability exemption, and information from his attendance at the assessing training class including a chart on the property tax cycle.

**Trustee McNeilly: Planning Commission.** The Planning Commission continues to work on amendments to the Home Occupation Ordinance.

**Trustee McNeilly: Recreation Commission.** The Recreation Commission continues to work on grant submissions and funding strategies.

**Any Other Business.** Clerk Kean announced that she will know shortly if we have been selected for a November election audit by the state.

**Proposed Zoning Ordinance Large Solar Energy System Amendment.** The Board is in support of renewable energy. Discussion followed on the proposed amendment to the ordinance, other jurisdictions approved ordinances, Vevay Township Master Plan, and referring the proposed Large Solar Energy System amendment back to the Planning Commission. The Planning Commission was asked to consider the ordinance in light of the goals and objectives of the Master Plan, especially the desire to retain the rural and agricultural nature of the Township. Supervisor Lazet will present to the Planning Commission the directives from the Board.

**The following ordinance was introduced for adoption by Lazet and supported by McNeilly:**

**TOWNSHIP OF VEVAY  
COUNTY OF INGHAM, STATE OF MICHIGAN**

**AN ORDINANCE TO AMEND ORDINANCE NO. 68, THE  
VEVAY TOWNSHIP ZONING ORDINANCE, AND  
SPECIALLY TO AMEND CHAPTER 2, SECTION 2.19  
DEFINITIONS – S.; TO AMEND CHAPTER 3, SECTION 3.27,  
SOLAR ENERGY SYSTEMS; TO AMEND CHAPTER 16  
SPECIAL LAND USES TO ADD SECTION SS LARGE  
SOLAR ENERGY SYSTEMS (LSES) TO SECTION 16.06  
SPECIFIC SPECIAL LAND USE STANDARDS; TO  
ESTABLISH PENALTIES AND LEGAL PROCEEDINGS; TO  
REPEAL ANY ORDINANCES IN CONFLICT THEREOF; AND  
TO PROVIDE AN EFFECTIVE DATE HEREOF.**

**Roll Call Vote**

**Ayes: None**

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

***ORDINANCE DECLARED FAILED.***

**Additional Public Comment.** None

**Adjournment.** The meeting adjourned at 7.59 p.m.

  
JoAnne Kean, Clerk

Recorder Deputy Clerk Ruttan

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