

**VEVAY TOWNSHIP
BOARD OF TRUSTEES
Special Meeting
Thursday, June 26, 2025 at 1:00 p.m.
Vevay Township Hall – 780 Eden Road, Mason**

MINUTES

Members Present: Supervisor John Lazet, Clerk Mary Ruttan, Treasurer Christopher Lewis, Trustee Richard Lacasse and Trustee Patricia McNeilly
Members Absent: None
Staff Present: Deputy Clerk Tracy Ayres
Others Present: None

The meeting was called to order by Supervisor Lazet at 1:00 p.m. and followed by the Pledge of Allegiance.

Roll Call/Excuse Absent Member All members were present.

Set/Amend Agenda

MOTION Lewis seconded LaCasse, to adopt the agenda as presented.

Roll Call Vote

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

Public Comment

None.

Deputy Clerk Paid Time Off

MOTION Lazet seconded Lewis, to approve for the position of Deputy Clerk/Project Manager a total of twenty-four hours of personal leave time to be used within the fiscal year and three hours of accrued vacation time per month effective 4/1/25. Further, to approve 6 hours of retroactive earned personal leave time (prior fiscal year) and 15 hours of retroactive earned vacation time.

Roll Call Vote

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

Commercial Bank Account Authorization

Motion Lewis, seconded McNeilly, to add Clerk Mary Ruttan and Deputy Clerk Tracy Ayres as authorized signature on all Commercial bank accounts EXCLUDING DDA checking account ending in 5068 and DDA MMA account ending in 1106. Further, to authorized “read only” internet access to all bank accounts including DDA Checking and

DDA MMA.

Roll Call Vote

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

Clerk Position Vacancy

Draft Township Clerk job description posting was shared by Treasurer Lewis. All members made recommendations for the posting. Post cards may be used to notify township residents of position availability. Other possibilities for advertising were discussed.

Any Other Business

Supervisor Lazet reported the baseball association representative stated the Vevay fields were the best they have seen. He also reported the solar farm application has been filed by solar company with the state of Michigan.

Clerk Ruttan reported the Master Plan survey is live on the township website and went out as a special enews notification.

Adjournment. The meeting was adjourned at 2:04 p.m.


Mary Ruttan, Clerk

Recorder Deputy Tracy Ayres