

BOARD OF TRUSTEES
Regular Meeting
Monday, June 9, 2014
Vevay Township Hall – 7:00 p.m.

MINUTES

Members Present: Supervisor Gary Howe, Clerk JoAnne Kean, Treasurer Shaun Sherwood, and Trustee Bruce Walker
Members Absent: Trustee Doug Shaw
Staff Present: Deputy Clerk Brett Linsley
Others Present: CADL Director Maureen Hirten, Mason Branch Head Librarian Cheryl Lyons, Debora Bloomquist and Sally Trout

The meeting was called to order by Supervisor Howe at 7:00 p.m. followed by the Pledge of Allegiance.

Amend Agenda. The following were added/postponed:

Addition: VII. D. Clerk’s Report re: Elections Update

Postponed: VIII. B. Associated Governmental Services re: Building Services Proposal.
(Further time was needed by Legal Counsel for review)

Consent Agenda.

MOTION Kean, seconded Walker that the Consent Agenda be adopted as amended.

Roll Call Vote

Ayes: Howe, Sherwood, Walker & Kean

Nays: None Absent: Shaw

***All items listed in Item IV are considered to be routine by the Township Board and will be enacted by one (1) motion. There will be no separate discussion of these items unless a Board member or citizen so requests, in which event the item will be removed from the Consent Agenda and considered separately. Recommendations are preceded by an asterisk (*).**

- A. Regular Meeting on 5-12-14 & Special Meeting Minutes on 6-3-14. *approve & file
- B. Treasurer’s Report on May 2014 Fund balances. *receive & file
- C. Clerk’s Report – May 2014 Balance Sheets. *receive & file
- D. Disbursements: General Fund Checks #25963 - #26025, EFTs #78 & #79 in the amount of \$47,685.55. *approve & file
- E. Planning Commission Minutes 5-7-14 Regular Meeting. *distribute
- F. AGS May 2014 Building/Zoning Report. *receive & file
- G. Correspondence from:
 - 1. Mason Fire Dept. re: May Response Report. *file
 - 2. Susan G. Komen Mid-Michigan re: Ride for the Cure 8-2-14 in Vevay Twp. *file

G. Correspondence from (continued):

3. WOW! Cable re: Quarterly Payment for Period Ending 3-31-14.*file
4. WOW! Cable re: New Programming for Mid-Michigan effective 7-1-14.*file
5. Tri-County Metro Narcotics Squad re: April 2014 Activity Newsletter. *file
6. IC Treasurer Schertzing re: Foreclosed Parcels Located in Vevay for Unpaid Property Taxes. *file
7. IC Drain Commissioner Lindemann re: Inspection of Mud Creek Drain/Vevay. *file
8. Michigan Association of Municipal Clerks (MAMC) re: Clerk JoAnne Kean has Attained CMMC Certification. *file

Public Comment. None.

Approval and Continuation of Certain SLUs. The Planning Commission has recommended approval and continuation of the following SLUs:

#10	Thomas Plumhoff, 1858 W. Columbia Rd. – Radio Tower
#35.01	Larry Albert, Tomlinson/Service Rds. – Eagle View Golf Course
#72	Michigan Trap Shooting Assoc., 1534 Service Rd. – Trapshoot
#124	James H. Myall Trust, W. Columbia Rd. – Cell Tower

Discussion regarding receipt of all annual SLU fees (\$35) associated with the above permits was questioned by Trustee Walker. The report to the Board indicated that all fees had been paid. However, at the time of the June 4th Planning Commission meeting, not all of the payments had been received. This will be investigated.

MOTION Kean, seconded Walker, that Special Land Use Permits # 10, #35.01, # 72, and #124 be approved for continuation as recommended by our Planning Commission.

Roll Call Vote

Ayes: Kean, Walker, Sherwood & Howe

Nays: None Absent: Shaw

Supervisor’s Report: 1) Master Plan Review. Planning Consultant Mark Eidelson has given the Planning Commission (PC) guidelines for review of Vevay Township’s Master Plan. Michigan law stipulates that a township must review its Master Plan at least every five years following the plan’s initial adoption. Required review of Vevay’s plan will begin by the PC during the month of July. At the end of June the PC will hold a public hearing on additional Zoning Ordinance Amendments. Trustee Walker asked the Board to consider reading and providing comments on the vision and long-term goals outlined in the Master Plan.

Supervisor’s Report: 2) Vevay Recreational Fields Property Update. The Township continues to move forward with its plans to host the Mason Baseball and Softball Club’s (MB&SC) U8 program. The recreational fields are still flooded due to drain blockages.

Vevay Recreational Fields Property Update (continued). The Drain Commission recently made inspections to determine whether said drain blockages were actually on Township or neighboring properties. It was determined that blockages were indeed on Township property. Recommended repairs by the Drain Commissioner will begin on June 10th. With regards to the payment for the repairs, the Drain Commissioner will not charge for the inspection, but that the cost of actual repairs will be the responsibility of the Township.

Treasurer's Report: Michigan Municipal Treasurers Association (MMTA) Advanced Institute Training. Treasurer Sherwood recently attended the MMTA Advanced Institute Training back in May. Classes at the training covered investment policies, personal property tax reform, cash handling, office safety and more. Treasurer Sherwood said she is now in the process of updating cash handling procedures. She (Sherwood) appreciated the opportunity to attend.

Clerk's Report: Election Update. Absent voter applications have been mailed to members of the permanent absent voter list. Clerk Kean said that with completed applications now arriving, the preparation process for the August Primary is in full swing. She (Kean) said that during this busy time a representative of the Clerk's office should be present during all office hours to handle election-related tasks. Deputy Clerk Brett Linsley will therefore be in the office more often to continue both regular functions as well as additional election duties.

Capital Area District Library (CADL) 2013 Annual Report. Cheryl Lyons, Head Librarian at CADL's Mason Branch was present and shared the library's annual report. Ms. Lyons said that during 2013 Mason library circulated some 10,000 items monthly and hosted programs that approximately 6,000 people attended throughout the year. Appealing to families and encouraging early infant literacy were major goals of the library during 2013. CADL's current 1.56 operating millage will be up for renewal on the August ballot.

Clerk Kean wished to thank CADL for having a representative in attendance at Vevay's 175th Anniversary celebration last fall. Supervisor Howe thanked Ms. Lyons for her thorough report and to each CADL representatives for attending tonight's meeting.

Authorization of Michigan Township Association (MTA) Dues. The Township's membership in MTA requires renewal, effective July 1st. The 2014-15 annual dues for Vevay Township are \$2,320.78. There is a separate fee of \$69.62 for discretionary participation in the Legal Defense Assessment.

MOTION Kean, seconded Walker, to authorize payment of 2014-15 Michigan Township Association Legal Defense and Annual Dues at the cost of \$2,390.40 (GL# 101-101-958.000)

Roll Call Vote

Ayes: Howe, Walker, Sherwood & Kean
Nays: None Absent: Shaw

Purchase Authorization: 1) Video Surveillance. Last year, the Board discussed the possible purchase of a video surveillance system; further discussion of the matter was postponed until this fiscal year. Supervisor Howe said that, in the two years he has served the Township, approximately \$1,800 dollars of playground equipment was stolen and another \$600 in property damage at Hawley Cemetery has occurred that could have potentially been prevented by additional security. He (Howe) also noted that Vevay does not receive police coverage from the Ingham County Sheriff's Department. Alan Conn Video Consultants (ACVC) has placed a bid for the project which includes installation and hardware, including up to nine cameras. Only a minimal amount of annual maintenance will be needed and ACVC will be available to service the maintenance or emergency needs for the Township with an hourly fee.

MOTION Howe, seconded Sherwood, to authorize purchase and installation of video surveillance equipment from Alan Conn Video Consultants at the estimated cost of \$2,326.19 to be charged to General Services Capital Outlay (GL #101-210-970.000) for security at the Township Hall and grounds.

Roll Call Vote

Ayes: Sherwood, Howe, Kean & Walker
Nays: None Absent: Shaw

Purchase Authorization: 2) Emergency Generator. The Board has been discussing the possibility of purchasing an emergency power generator for about a year. Following power outages and other problems related to harsh weather this past winter, several residents have asked about emergency services the Township currently provides. Clerk Kean noted that, apart from its utility during harsh weather, a generator would not only act as a fail-safe for the voting equipment but also the building's requirements in the case of a power outage on election days.

The Township has received proposals for the new generator from Wolverine Power Systems and Ron Wieferrich. Supervisor Howe noted that \$22,000 was budgeted to Capital Outlay in March which is close to the price of Ron Wieferrich's proposal. The specifications, warranties, and services of the proposals were compared and discussed in detail.

MOTION Walker, seconded Sherwood, to authorize purchase and installation of an emergency generator from Ron Wieferrich at the estimated cost of \$21,550.00 to be charged to Building and Grounds Capital Outlay (GL #101-265-970.000) to provide residents with emergency services at the Township Hall.

Roll Call Vote

Ayes: Walker, Sherwood, Kean & Howe
Nays: None Absent: Shaw

Note: the contract with Mr. Wieferrich requires three payments; first one-third up front; one-third due on delivery of equipment; and, the balance due upon completion.

Contract Renewal with Vargas Computer Systems, Inc (VCS). The Township's contract with VCS for computer support services will expire on August 1, 2014. For the past three years, the \$463 monthly rate has not increased. The proposed contract includes a 4.4% increase to \$483 per month.

MOTION Kean, seconded Walker, to authorize the new service agreement with Vargas Computer Systems Inc. for computer services at the Township Hall at the rate of \$483.00 per month, effective August 1, 2014 through August 1, 2015.

Roll Call Vote

Ayes: Howe, Kean, Sherwood & Walker

Nays: None Absent: Shaw

Public Comment. Regarding the Township's purchase of an emergency generator, resident Greg Shaw said that one of his neighbors has chosen to use a natural gas-powered generator as his main source of power. He (Shaw) said the Township might consider doing the same.

Adjournment. The meeting was adjourned at 7:56 p.m.

JoAnne Kean, Clerk

Transcribed by Brett Linsley, Deputy Clerk
June 2014 BOT minutes