

**VEVAY TOWNSHIP
BOARD OF TRUSTEES
Budget Work Session/Special Meeting
Friday, January 25, 2019
Vevay Township Hall - 10:00 a.m.**

MINUTES

Members Present: Supervisor Jesse Ramey, Clerk JoAnne Kean, Treasurer Sherwood,
Trustees John Lazet and Richard Lacasse

Members Absent: None

Staff Present: Deputy Clerk Mary Ruttan

Others Present: None

The meeting was called to order by Supervisor Ramey at 10:00 a.m. followed by the Pledge of Allegiance.

Set/Amend Agenda.

MOTION by Ramey, seconded Kean, to set the agenda as presented.

Voice Vote

Passed Unanimously

Public Comment. None.

Delinquent Miscellaneous Receivables. Trustee Lazet brought before the Board the outstanding miscellaneous receivable of Douglas & Tami Shaw in the amount of \$788.61. Discussion followed regarding the misunderstanding in communications regarding legal fees and the Township culpability in this matter. Clerk Kean reminded the Board this was not the first time legal fees had been charged to an applicant when they exceeded the SLU fee.

MOTION Lazet, seconded Sherwood, to remove the outstanding miscellaneous receivable of Douglas & Tami Shaw in the amount of \$788.61 from *Other Current Accounts Receivable* (GL #101-000-035.00) and consider the matter settled.

Roll Call Vote

**Ayes: Ramey, Sherwood, Lazet, Lacasse & Kean
Nays: None**

Trustee Lazet will contact Douglas & Tami Shaw by phone and Treasurer Sherwood will send a formal letter of notification on the Board's action.

2018-19 Budget Amendments as of January 24, 2019. Clerk Kean referred the Board to page three of the Revenue and Expense Report - Department 210 *General Services-Clerical Office Secretary*. Based on the current calculation the budget will be \$44.00 short. Discussion followed regarding the next two month's budgetary needs. Board action is required to transfer funds concerning payroll.

MOTION Kean, seconded Ramey, to authorize the transfer of \$200.00 from *Print/Publish/Postage (GL #101-210-900.000)* to *Clerical – Office Secretary (GL #101-210-704.000)*.

**Roll Call Vote: Ayes: Sherwood, Ramey, Kean, Lacasse & Lazet
 Nays: None**

Initial Review of 2019-20 Budgets. Supervisor Ramey gave a short overview of the 2019-20 Recommended Budget Worksheet. Trustee Lazet commended everyone for putting the document together. Trustee Lazet indicated his priorities were maximizing the road funding match, pension liability reduction and the Capital Improvement Plan. The Board reviewed each of the estimated revenue line items including the reasons and rational used to determine the amount. Supervisor Ramey called for a short break.

The break began at 11:26 a.m. The meeting resumed at 11:56 a.m.

The Board continued with their initial review of the 2019-20 Budget Worksheet until Supervisor Ramey called for a lunch recess.

The lunch break began at 12:20 p.m. The meeting resumed at 12:55 p.m.

The Board continued reviewing each individual expenditure line item. Discussion on the current needs, future needs and allocated amount for each line item ensured.

The Board worked until 2:28 p.m., completing all revenue and expenditure line items though Department 237- *Retirement Board/Department*. Several of the line items will be reviewed again at the next Budget Work Session.

Any Other Business. None

Adjournment. The meeting was adjourned at 2:28 p.m.

JoAnne Kean, Clerk

Transcribed by Mary Ruttan, Deputy Clerk