

Treasurer's Report: Tax Collection Update. Treasurer Sherwood reported they received over \$153,000 in taxes today. There still are 235 outstanding tax bills. The Treasurer's Office will have extended hours on Thursday, February 14, 2019 from 9a.m. to 5p.m. and on Thursday February 28, 2019 from 9a.m. to 5p.m.

Clerk's Report: Compensation Commission Update. Clerk Kean stated the Compensation Commission Packets were distributed to the members and to the Board. The Commission will meet on February 12, 19, 20, and 26 (if needed) 2019. They will meet at the Township Hall and the agendas have been posted.

Clerk's Report: FOIA Policy Update. Clerk Kean stated the FOIA update is for information only. Lawmakers have passed new legislation which has changed/added to the current legislation. These changes/additions were initiated by the "Emily" FOIA request. Clerk Kean reviewed some of the changes. The Board will be receiving a new FOIA policy for future action. A new letter will be submitted to the "Emily" request incorporating the new legislation.

Trustee Lazet left the meeting at 7:40 and returned at 7:42.

Clerk's Report: Rayner Creek Drain Project. Clerk Kean stated the Drain Commission held the "Scope" meeting on January 31, 2019. Materials were distributed. Approximately 38% of the project, involving 650 acres, is in Vevay Township. There is a total of 1,693 properties in the project. The Drain Office will be issuing a 20-year Bond. Bid notices will be sent out in mid/late spring followed by a "Day of Review". The project is to begin in late spring/early summer 2019 with an estimated completion date of fall 2019.

Clerk's Report: Ingham County Chapter-MTA. The next meeting of the Ingham County Chapter of the MTA will be held on February 27, 2019 at 6:30p.m., hosted by Williamstown Township. Guest speakers will be Kara Hope, State Representative for the 67th House District and Julie Brixie, State Representative for the 69th House District.

Clerk's Report: Election Update. Currently, Dansville School will have a ballot proposal on the May 7, 2019 election. Clerk Kean just received information that Mason Schools is considering language for a May ballot proposal. The passing of Proposal 3 has created new mandates for the Clerk regarding Election Administration. Clerk Kean reviewed some of those mandates. Ascertaining the integrity and elimination of fraud is Clerk Kean's highest concern.

Trustee Lazet Report: Capital Improvement Plan Update. Trustee Lazet reviewed with explanation the draft "Proposed Detail for 2019-2025 Capital Improvement Plan" presented to the Board. Additional information and suggestions were requested from each of the Board members. This item was tabled until the March 7, 2019 Budget/Work Session meeting.

Interim Zoning Administrator Report: January 2019 Building/Enforcement Report. Interim Zoning Administrator Ramey reviewed the report included in the packet. Trustee Lazet liked the report name change. Clerk Kean asked for an update on the issue at 3243 Kipp Road. Interim Zoning Administrator Ramey gave a brief update and timeline.

Authorization Request for the Contribution to Tri-County Office on Aging for Meals on Wheels. The Township has contributed to the Meals on Wheels program for several years to serve residents in the Township. In the past year, the Tri-County Office on Aging served 11,409

meals to 61 Vevay Township Residents. This equates to \$60,125.43 spent to support healthy, well-balanced meals delivered. MTA has informed the Township that Michigan Law Act 39 of 1976 400.572 makes this a valid expenditure of public funds.

MOTION Sherwood, seconded by Kean, to approve the expense and payment of an \$1,000 contribution to Meals on Wheels in compliance with Michigan Law Act 39 of 1976 400.572, charged to *Miscellaneous* (GL #101-101-956.000).

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

Authorization Request for the Renewal of the Folding Machine Annual Maintenance Agreement. Clerk Kean summarized who uses the folder/insertor machine and the cost associated if a maintenance agreement is not executed.

MOTION Kean, seconded by Ramey, to authorize the expense and payment of \$672.46 for the folding/inserting machine maintenance agreement with Pitney Bowes for the period 3-1-19 to 2-28-20 to be charged to *Office Equipment Leases & Repairs* (GL #101-101-818.000)

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

Authorization Request for Payment of the Ingham County 2019 HazMat Dues. Supervisor Ramey referred the Board to the packet enclosed letter. Clerk Kean explained this commitment is a result of a Township Resolution from 1996.

MOTION Kean, seconded by Ramey, to authorize the expense and payment of the 2019 annual HazMat dues in the amount of \$500.00 to be charged to *Fire Department-HazMat Funding* (GL #101-336-813.000)

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

Authorization Request for Attendance at the MTA Capital Conference on February 27, 2019. Supervisor Ramey stated the information regarding the 2019 Capital Conference is included in the Board packet. This is an excellent opportunity for officials to hear legislative updates and interact with our legislators.

MOTION RAMEY, seconded by Sherwood, to authorize the expense and payment of \$35.00 for the registration fee for Supervisor Ramey to attend the 2019 MTA Capital Conference to be charged to *Supervisor – Educational Meetings* (GL #101-171-960.000).

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

Authorization Request for Payment of the Upgraded Router by Vargas Inc. Frank Vargas from *Vargas Computer Systems, Inc.* has suggested the Township upgrade their server security firewall by installing an enhanced Dell Sonicwall TZ300 Security Appliance. The current

sonicwall router is outdated and cannot be updated. The protection and security of public data is the highest priority. Discussion followed on the funding source.

MOTION Kean, seconded by Lazet, to authorize the expense and payment of \$1,070.00 for the purchase of a Dell Sonicwall TZ300 Security Appliance, 2 years Sonicwall Comprehensive Gateway Security Suite and Sonicwall installation and configuration from Vargas Computer Systems, Inc., to be charged to Computer Services (GL #101-101-802.000) and the funds transferred from Building Permits (GL #101-371-819.000).

Roll Call Vote

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

Authorization Request for Payment of an Emergency Purchase of a Computer. Supervisor Ramey explained to the Board the need for the emergency purchase of a computer replacement for his current computer. The disk drive continued to fail on a regular basis and the computer would shut down automatically. Frank Vargas from *Vargas Computer Systems, Inc.* stated if it shuts down completely it would be extremely difficult to retrieve his files. Also, Clerk Kean explained the reason she needed a new hard drive.

MOTION Lazet, seconded by Kean, to authorize the expense and payment to Vargas Computer Systems, Inc in the amount of \$873.00 for the purchase and installation of a HP Computer System and the purchase of a Solid-State Hard Drive to be charged to Supervisor Supplies (GL #101-171-728.000) in the amount of \$790.00 and the purchase of a hard drive charged to Clerk Supplies (GL #101-215-728.000) in the amount of \$83.00.

Roll Call Vote

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

Zoning Administrator Job Description. Supervisor Ramey referred the Board to the packet enclosed job description. Discussion followed regarding adding a clause about the return of public property by the Zoning Administrator upon leaving Township employment. Trustee Lazet suggested we table the item until the next meeting and the return of Trustee Lacasse.

Any Other Business. None.

Additional Public Comment. A resident spoke concerning an assessment issue with the Drain Commission. He has not received a satisfactory response. He also informed the Board about a pending issue on the Sycamore Creek/Talmadge Drain Assessment.

Adjournment. The meeting adjourned at 8:25 p.m.

JoAnne Kean, Clerk

Transcribed by Deputy Clerk Ruttan