

**VEVAY TOWNSHIP
BOARD OF TRUSTEES
Regular Meeting/Public Hearing
Monday, March 11, 2019
Vevay Township Hall - 7:00 p.m.**

MINUTES

Members Present: Supervisor Jesse Ramey, Clerk JoAnne Kean, Treasurer Shaun Sherwood, Trustee Richard Lacasse, and Trustee John Lazet
Members Absent: None
Staff Present: Deputy Clerk Mary Ruttan and Deputy Treasurer Debbie Blair
Others Present: Five interested residents

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

Set/Amend Agenda. The following item was added to the agenda.

Pending Business: Authorization for payment to King Motors for Truck Repairs.

MOTION by Kean, seconded Lacasse, to set agenda as amended.

Voice Vote

Passed Unanimously

Public Comment. None.

Review of Recommended Budget 2019-2020. Supervisor Ramey reviewed several items on the proposed budget. He (Ramey) asked for any comment or questions regarding the proposed budget. Trustee Lazet stated that this budget finally has a “built-in” maximum road maintenance funding match and fully addresses the state pension funding requirements.

MOTION Ramey, seconded Lazet, to recess the Regular Meeting of the Board of Trustees for the Public Hearing on the 2019-2020 Property Tax Millage Rate and Presentation of the 2019-2020 Budget.

Voice Vote

Passed Unanimously

The meeting recessed to the Public Hearing on the 2019-2020 Property Tax Millage Rate and Presentation of the 2019-2020 Budget at 7:09 p.m.

Supervisor Ramey asked for any public comment. A resident inquired about line item 101-000-686.000 *Reimbursement*. Supervisor Ramey explained this line item is used when a specific revenue line item has not established. Clerk Kean gave the example of the school districts reimbursing costs for special school elections. Discussion followed on the footnote for Roads from Prior Years Fund Balance and the additional accounting support for Audit Accounting Services. Trustee Lazet expressed appreciation to Deputy Treasurer Blair for capably “stepping up” during Treasurer Sherwood’s family emergency.

Adjournment of the Public Hearing was at 7:14 p.m.

Consent Agenda.

Recommendations are preceded by an asterisk (*).

- Meeting Minutes for Regular Meeting on 2-11-19. *approved & filed
- Financial Reports – February 2019, 1) Fund Balances & Investments 2) Balance Sheets 3) Revenue & Expenditure Reports and 4) Accounts Receivable/Delinquent Reports *received & filed
- Report for Missing Property Transfer Affidavits *received & filed
- Planning Commission Regular Meeting minutes of 2-6-19 *distributed
- Correspondence from:
 - 1.) Mason Fire Department re: February Response Reports. *filed
 - 2.) WOW! Franchise Fee Quarterly Report Ending 12-31-18. *filed
 - 3.) WOW! Changes to Their Channel Lineup. *filed
 - 4.) Michigan PSC: re: Notice of Hearing for Consumers Energy Gas Company Case #U-20356. *filed
 - 5.) MERS Quarterly Report Ending 12-31-18. *filed
 - 6.) MERS Annual Report Ending 12-31-18. *filed

MOTION by Kean, seconded Lazet, to adopt the consent agenda as presented.

Roll Call Vote

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

Items Removed from Consent Agenda – Discussion. None.

Public Comment. None.

Accounts Payable Disbursement Authorization. Clerk Kean reviewed the Disbursement Authorization list.

MOTION Kean, seconded Lazet, to approve the Disbursement Authorization Report for General Fund Checks #29534-29586 and EFT's #330, #331, #332, #333, and #334 in the total amount of \$36,126.74.

Roll Call Vote

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

Treasurer's Report: Tax Collection Update. Treasurer Sherwood reported 70 parcels were turned over to the County as delinquent taxes for a total of approximately \$111,000. There were 66 parcels paid after February 14 that included the 3% township penalty for a total of \$943.63. Treasurer Sherwood referred the Board to the packet enclosed memorandum. A short discussion followed.

MOTION Sherwood, seconded Lazet, to acknowledge the memo from the Treasurer regarding taxpayers disputing their unpaid penalty for late tax payments, and to leave the unpaid amounts within the tax system noting the disputed balance due. Also, to not refund Ominex PPT penalty paid.

Roll Call Vote

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

Clerk’s Report: Elections Update. Clerk Kean stated there will be an election on May 7, 2019 for the Dansville School Sinking Fund and the Mason School Operating Millage. Absent Voter Applications were mailed on March 8, 2019. The precincts will be combined for this election due to unusually low voter turnout. For the first time, the Election Commission established an Absent Voter Counting Board (AVCB) to address the expected high turnout of absent voter ballots due to the “No Reason” Absent Voter requirement. The absent voter ballots are anticipated to double. There is pending legislation giving the Clerks the power to count absentee ballots 4 days prior to the election. She will keep the Board updated on this issue.

Interim Zoning Administrator Report: Building/Enforcement Report for February 2019. Supervisor Ramey gave a brief overview and summary of the report.

PA116 Application by Anthony & Jeanine Igl for Laxton Road. Clerk Kean referred the Board to the packet enclosed PA116 10-year application agreement from Anthony & Jeanine Igl for 23.98 acres in section 32. Letters were sent to the reviewing agencies Tri-County Planning Commission and the Ingham Conservation District. Responses are required in the next 30 days. Once approved by the Board and favorable responses received from the reviewing agencies the application will be forwarded to the State of Michigan.

MOTION Kean, seconded Lazet, to approve and forward to the State the PA116 application from Anthony and Jeanine Igl for 23.98 acres in section 32, contingent upon favorable reviews by the Tri-County Planning Commission and the Ingham Conservation District.

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

Appointment of Deputy FOIA Coordinator. Clerk Kean stated this appointment was recommended by legal counsel due to the time restraints in the FOIA statute.

MOTION Kean, seconded Lacasse, to appoint Deputy Clerk Mary Ruttan as Deputy FOIA Coordinator, effective immediately.

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

Zoning Administrator Job Description. Supervisor Ramey referred the Board to the packet enclosed Zoning Administrator job description. Discussion followed regarding the General Summary and the addition of item number 14 under Typical Duties.

MOTION Ramey, seconded Sherwood, to approve the Zoning Administrator’s job description as presented.

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

Authorization to Pay King Motors for Truck Repairs. Supervisor Ramey stated that last week the Township's truck would not start. This was an emergency expense for the replacement of the alternator and battery. This will require a cost center adjustment from *Townhall Repairs & Main (inside)* (GL# 101-265-931.000) to *TwnhllgroundsRepair&Main(Outside)* (GL#101-265-932.000). The invoice includes state tax; Treasurer Sherwood will prepare the necessary forms to have the tax removed.

MOTION Kean, seconded Ramey, to authorize the expense and payment up to \$473.92 to King Motors for the removal and replacement of the battery and alternator on the Township Truck to be charged to *TwnhllgroundsRepair&Main(Outside)* (GL# 101-265-932.000)

Roll Call Vote

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

Sergeant Treat re: Vevay Township Incident Report for February. *filed

Any Other Business. Clerk Kean stated a request from a resident has been received asking for an explanation of Sergeant Treat's acronyms in the e-news. This will be provided in the future. Clerk Kean stated the Budget Adoption Meeting will be held on Monday, March 25, 2019 at 7:00 p.m. Trustee Lazet requested the Board to complete the previously distributed Capital Improvement Plan form.

Additional Public Comment. None.

Adjournment. The meeting adjourned at 7:39 p.m.

JoAnne Kean, Clerk

Transcribed by Deputy Clerk Ruttan