

**VEVAY TOWNSHIP
BOARD OF TRUSTEES
Budget Work Session/Special Meeting
Thursday, March 7, 2019
Vevay Township Hall - 10:00 a.m.**

MINUTES

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

Members Absent: None

Staff Present: Deputy Clerk Mary Ruttan

Others Present: Cyndi Mark and Rick Claeys

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

Set/Amend Agenda.

Motion Ramey, seconded Kean, to set agenda as presented.

Voice Vote

Passed Unanimously

Public Comment. None.

Compensation Commission 2019-20 Recommendation Presentation. Cyndi Mark, Chairperson of the Compensation Commission and Rick Claeys introduced themselves. They referred the Board to the packet enclosed salary recommendations with a brief explanation. Trustee Lazet responded on behalf of himself and Trustee Lacasse to the recommendations. The Trustees are beginning their third year as a trustee. During that time, they have initiated sound fiscal management for funding the pension liability, road maintenance, and township infrastructure. As well as, updating policies, creating a Capital Improvement Plan, and employee performance evaluations. Discussion followed regarding the Compensation Commission salary recommendations and the initial salary for a newly elected official. The Board thanked the Compensation Commission for their service to Vevay Township.

Treasurer's Office Request for Additional Hours for Deputy Treasurer FY2018-19.

Supervisor Ramey stated due to a family emergency for Treasurer Sherwood, Deputy Treasurer Blair had to work additional hours. Supervisor Ramey suggested \$400 be added to the deputy clerk's wage line item for emergency hours. Clerk Kean commended Deputy Treasurer Blair on her cooperation on several issues. Treasurer Sherwood stated she very much appreciated Deputy Treasurer Blair during this difficult time. Trustee Lazet also expressed his appreciation and stated that all hours worked should be fully compensated. Trustee Lazet suggested adding \$800 for emergency hours. Treasurer Sherwood assured the Board, she would not use any more hours than what was needed.

MOTION Lazet, seconded Sherwood, that the additional legal fees and any future legal fees, above the base amount already paid by the Michigan Trapshootings Association for their SLU Permit #72 Amendment, be paid by the Township.

Roll Call Vote

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

At the request by Clerk Kean, the SLU Permit #72 Amendment for the Trapshootings Association will be placed on the March 25, 2019 Board Agenda.

Supervisor Ramey will contact the Michigan Trapshootings Association to inform them of the Township's decision as well as the change to the March 25, 2019 Board agenda.

Review of Draft Fee Schedule for 2019-2020. Supervisor Ramey referred the Board to the packet enclosed draft fee schedule. Discussion followed regarding specific items. The revised fee schedule will be on the March 25th meeting to be adopted with a resolution.

Zoning Administrator Position.

Motion Ramey, seconded Sherwood, to recuse Supervisor Ramey from the discussion on appointing a permanent Zoning Administrator.

Voice Vote

Passed Unanimously

Clerk Kean chaired the meeting. Trustee Lazet asked Interim Zoning Administrator Ramey several questions regarding, hours worked, responsibilities, procedures, and certifications. An employment performance evaluation was conducted by the Board. The Board expressed concern regarding the conflict of interest between a Zoning Administrator and Supervisor.

Lunch Break at 1:42 p.m.

The Budget Work Session/Special Meeting resumed at 2:05 p.m.

Compensation Commission 2019-2020 (Continued).

MOTION Ramey, to reject all the Compensation Commission Recommendations, motion not seconded, motion failed.

MOTION Ramey, seconded Sherwood, to accept the Compensation Commission recommendation for 2019 for a 1% base salary increase without the lump sum payments and the Clerk's Election lump sum payment.

Roll Call Vote

**Ayes: Sherwood, Lacasse and Ramey
Nays: Lazet and Kean**

MOTION Lacasse, seconded Ramey, to ask the Compensation Committee to establish a base salary for all newly elected officials. The base salaries should be reviewed every two years.

Roll Call Vote

Ayes: Ramey, Lazet, Sherwood and Lacasse

Nays: Kean

Review of 2019-2020 Budgets. The Board was presented with a list of pending budget issues. Discussion followed regarding each item.

MOTION Lazet, seconded Sherwood, to reclassify mileage used for educational meetings from *Transportation* (GL# 101-299-860.000) to each departments *Educational Meetings* line item.

Roll Call Vote

Ayes: Sherwood, Lacasse, Ramey, Lazet & Kean

Nays: None

MOTION Kean, to increase the mileage rate from .35 cents per mile to .40 cents per mile, motion not seconded, motion failed.

Any Other Business. None.

Adjournment. The meeting adjourned at 3:30 p.m.

JoAnne Kean, Clerk

Transcribed by Mary Ruttan, Deputy Clerk