

**VEVAY TOWNSHIP
BOARD OF TRUSTEES
Regular Meeting
Monday, January 13, 2020 at 6:30 p.m.
Vevay Township Hall – 780 Eden Road, Mason**

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 and Deputy Treasurer Debbie Blair
Others Present: Ingham County Sheriff Wriggelsworth and two interested residents

The meeting was called to order by Supervisor Ramey at 6:30 p.m. and followed by the Pledge of Allegiance.

Roll Call/Excuse Absent Member. None

Set/Amend Agenda.

MOTION Kean, seconded Lacasse, to set agenda as presented.

Voice Vote

Passed Unanimously

Consent Agenda.

Items Removed from Consent Agenda. Treasurer Sherwood asked that the Board of Trustees Minutes dated 12-09-19 be removed for further discussion.

Clerk Kean noted that, on the General Fund Balance Sheet, the Allowance for Doubtful Account has been established per the Auditor's request.

Recommendations are preceded by an asterisk (*).

- Meeting Minutes for the Special Meeting 12-12-19. *approved & filed
- Financial Reports – December 2019, 1) Fund Balances & Investments 2) Balance Sheets and 3) Revenue & Expenditure Reports. *received & filed
- Report for Missing Property Transfer Affidavits. *received & filed
- Planning Commission Regular Meeting on 12-04-19. *distributed
- Building Report – December 2019. *received & filed
- 2019 Annual Building Report. *received & filed
- Zoning Administrator Report: Bldg./Enforce. Report for December 2019. *received & filed
- Correspondence from:
 - 1.) Mason Fire Department re: December Response Reports. *filed

MOTION by Kean, seconded Lacasse, to adopt the consent agenda as revised.

Roll Call Vote

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

Items Removed from Consent Agenda – Discussion. Treasurer Sherwood asked that because of the historical value the following sentence be added to the Board of Trustees 12-09-19 Minutes, on page two, under Supervisor’s Report: Jordan Development Project Oil and Gas Drilling in Vevay Township: *Trustee Lazet asked Bill Rogers, who was in the audience, to speak to the matter regarding oil well development within the Township.* Clerk Kean added the word “resident” Bill Rogers.

When asked by Trustee Lazet if Bill Rogers has knowledge of and agrees with the additions, Treasurer Sherwood assured the Board that she has already received approval by Mr. Rogers to include his name and information.

MOTION Kean, seconded Sherwood, to adopt the revised regular Board of Trustee’s minutes dated December 9, 2019.

Roll Call Vote

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

Public Comment. None.

Ingham County Sheriff Wriggelsworth. Sheriff Wriggelsworth provided information and updates on the hiring of 21 deputies since 2018, the Justice Complex construction project, the inmate recitizenship project, success of the Ingham County Fair and several incidents relating directly to Vevay Township.

IC Sheriff Department Sergeant Treat Vevay Township Incident Report for December. Sergeant Treat was unable to attend the meeting. The report was received and filed.

Accounts Payable Disbursement Authorization. Clerk Kean reviewed the updated Disbursement Authorization Report.

MOTION Kean, seconded Sherwood, to approve the Disbursement Authorization Report for General Fund Checks #30140-30234 and EFT’s #383, #384, #385, #386, #387, and #388 in the total amount of \$44,285.27.

Roll Call Vote

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

Supervisor’s Report: DDA New Guidelines. Supervisor Ramey discussed the new law requirements and informational meetings. Discussion followed on the Downtown Development Authority’s proposed projects including clearing the drain tile behind the township hall, leveling the recreational field, and new concrete flooring for the pavilion.

Treasurer’s Report: Yearly Ingham County Foreclosures. Treasurer Sherwood referred the Board to the list of Vevay parcels that were included in the Notice of Show Cause and Judicial Foreclosure Hearing publication for non-payment of 2017 and prior property taxes. The publication for Ingham County is available for inspection on the counter in the Township Office. This was informational only.

Treasurer's Report: New Report for Delinquent MR's. Treasurer Sherwood explained the new reporting format for delinquent receivables due to the establishment of the Allowance for Doubtful Accounts. Discussion followed on the total collected by Mid-Michigan Collection Bureau, the remaining balances, and accounts still outstanding.

Treasurer's Report: Update on Congress Collections Agreement. Treasurer Sherwood referred the Board to the e-mail received from Tom Terres of *Congress Collection Agency* stating they would not be able to honor the Township's request to change the proposed contract language for insurance and indemnification requirements. It was the consensus of the Board, that Treasurer Sherwood contact Attorney Revore regarding collection agency options and termination procedures.

Clerk's Report: Elections Update. Clerk Kean described in detail the three ballot options for the 2020 Presidential Primary. This includes four ballot proposals; three millage requests from the County and one from the Intermediate School District. Clerk Kean thanked the Board for the approval to hire a temporary position. Janice Smith accepted this position. With Janice's help, 813 Absentee Voter Applications were mailed on Friday. The Ballots are expected to be mailed by the end of the month.

Trustee Lazet Planning Commission Report. Trustee Lazet presented an update on the Planning Commission (PC) Zoning Ordinance amendment progress and workgroup strategy. This strategy allows the Commission to simultaneously work on multiple proposals, saving time and money. Once the group and the PC have completed their efforts, the document is sent to the Attorney for review and recommendations to be brought back to the PC. Currently workgroups are working on amendments to solar arrays, screening and fencing, home occupations, and accessory buildings and structures. Depending on how public hearings go, the PC plans to group several recommendations together to present to the Board.

PA116 Application by Doug and Tami Shaw 1826 Rolfe Road, Mason. Clerk Kean referred the Board to the packet enclosed PA116 10-year application agreement from Douglas and Tami Shaw for 20.46 acres on Rolfe Road in section 27. There is a tool shed building on this property. Letters were sent to the reviewing agencies: Mason City Planning Director; 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. The application must be turned into the State by November 1, 2020 to be effective for the current tax year. Discussion followed on the location of the 20.46 acres.

MOTION Kean, seconded Lazet, to approve and forward to the State the PA116 application from Douglas and Tami Shaw for 20.46 acres in Section 27, contingent upon favorable reviews by the Mason City Planning Director, Tri-County Planning Commission, and the Ingham Conservation District.

Roll Call Vote

Ayes: Lacasse, Lazet, Sherwood, Ramey & Kean

Nays: None

Authorization Request to attend the MSU Citizen Planner Course for Planning Commission Members Al Winters and Chris Lewis. Al Winters and Chris Lewis have requested to attend the Citizen Planner Program offered by MSU Extension. The ParPlan scholarship program will reimburse the Township for the course fees once completed by both participants. The course fee is \$295 for each person. Discussion followed on budget funding.

MOTION Lazet, seconded Sherwood, to authorize the expense and payment of \$590.00 for Al Winters and Chris Lewis to attend the Michigan State University Citizens Planner Program to be charged to *Planning Commission Educational Meetings* (GL #101-801-960.000) and \$399 be transfer from *Zoning Maps* (GL #101-801-728.001) to cover the additional expense.

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

Authorization Request for Attendance at the MTA Capital Conference on February 26, 2020. This is an excellent opportunity for officials to hear legislative updates and interact with our legislators. Clerk Kean expressed a desire to attend.

MOTION Kean, seconded Ramey, to authorize the expense and payment up to \$75.00 for the registration fee and travel expenses for Clerk Kean to attend the 2020 MTA Capital Conference to be charged to *Clerk – Educational Meetings* (GL #101-215-960.000).

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

Authorization Request for Attendance @ MTA Annual Conference in Traverse City. Supervisor Ramey referred the Board to the Annual Conference registration and housing reservation forms. Each Board member will provide confirmation of attendance no later than January 21st due to the housing registration that begins @ 9 a.m. on January 23rd. In the past, the main hotel fills within the first few hours.

MOTION Lazet, seconded Sherwood, to authorize the expense and payment up to \$1,600.00 for registration fees for the Elected Officials to attend the MTA’s Annual Educational Conference & Expo to be held at the Grand Traverse Resort April 27-30, 2020 and to be charged to *Educational Meetings* (GL #101-101-960.000).

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

Assessor’s Office: Resolution re: Authorization to Change Board of Review Dates in March. Supervisor Ramey explained that the current scheduled Board of Review start date conflicts with 2020 Presidential Primary Election. Both events cannot be held at the Township Hall on the same day due to lack of space.

**TOWNSHIP OF VEVAY
INGHAM COUNTY, MICHIGAN
FOR ALTERNATIVE STARTING DATE FOR MARCH BOARD OF REVIEW
Resolution No. 20-01**

WHEREAS, the MCL 211.30(2) allows a Township Board to adopt by resolution an alternative start date of the Tuesday or Wednesday following the second Monday of March; and

WHEREAS, absent a change that start date of March Board of Review would be the same as the Michigan Presidential 2020 Primary; and

WHEREAS, Vevay Township lacks the space to have March Board of Review and the Michigan Presidential 2020 Primary on the same day in the Township Hall, 780 Eden Road, Mason, Michigan;

NOW THEREFORE BE IT RESOLVED that the starting date for the public hearing by the March Board of Review shall hereby be set on Wednesday, March 11, 2020.

The foregoing resolution offered by Board Member Kean and supported by Board Member Lazet.

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

Resolution *declared* adopted.

Set Public Hearing and Work Sessions for 2020-2021 Budgets. Supervisor Ramey stated the proposed dates for the 2020-2021 budget work sessions, public hearing, and budget adoption are included in the packet. It was the consensus of the Board to schedule the Special Work Session Meetings for January 23, 2020; January 31, 2020 at 10:00 a.m., February 18, 2020 at 12:00 p.m. (if needed) and Budget Adoption on March 25, 2020 at 6:30 p.m.

MOTION Lazet, seconded Sherwood, to schedule the Public Hearing on the proposed 2020-21 budget for March 17th at 6:30 p.m.

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

Review of Third Quarter 2019-2020 Budget Adjustments. The Board reviewed the Revenue and Expenditure Report. Clerk Kean reviewed in detail each budget adjustment and transfer authority created since the last quarterly review. The previously Board approved MERS Lump Sum payment has been processed prior to the 12-31-19 deadline.

Approval/Acceptance of Donation from Mason City Council. Supervisor Ramey stated he received from the City of Mason a \$10.00 Mason Area Chamber of Commerce gift certificate for service on Mason City LDFA Board. He (Ramey) has turned the gift certificate over to the Township to be used as a credit toward a township approved purchase.

MOTION Lazet, seconded Lacasse, to accept the \$10.00 donation and give permission to Supervisor Ramey to sign their names on a thank you note to the City of Mason.

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

Any Other Business.

Rayner Creek Drain Project. Trustee Lazet inquired about an update on the Rayner Drain Project. Clerk Kean will provide information at the next Board meeting.

Community Informational Gathering. Trustee Lacasse inquired about the response from the Community Informational Gathering held on the proposed Oil and Gas Well permit being requested by Jordan Development. Discussion was held on the comments Boards member had received after the session. Trustee Lacasse suggested, and agreed to create, a draft *thank you* letter addressed to the Division Director, Adam Wygant, at the Michigan Department of Environment, Great Lakes and Energy for the participation by EGLE's representatives at the session. Supervisor Ramey will send a *thank you* e-mail to Jordan Development. The information shared from the questions raised was informative. Many in attendance were not supportive of the permit being approved due to the close proximity to Mason High School and the athletic fields. The State of Michigan has the sole authority to issue the permit. Vevay Township has no authority on the permit approval.

Additional Public Comment. None

Adjournment. The meeting adjourned at 7:50 p.m.

JoAnne Kean, Clerk

Transcribed by Deputy Clerk Ruttan