

**VEVAY TOWNSHIP
BOARD OF TRUSTEES
Regular Meeting – In Person
Monday, October 12, 2020 at 6:30 p.m.
Vevay Township Hall – 780 Eden Road, Mason
517-676-9523**

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: Planning Commission Chair Pattie McNeilly and one interested resident

The meeting was called to order by Supervisor Ramey at 6:31 p.m. and followed by the Pledge of Allegiance.

Roll Call/Excuse Absent Members. None

Set/Amend Agenda. Clerk Kean stated each Board member was given a late invoice from *Alan Conn Video Consultant LLC*. This will be addressed under Pending Business item E.

MOTION Kean, seconded Lazet, to set agenda with addition.

Roll Call Vote

Ayes: Ramey, Sherwood, Lazet, Lacasse, & Kean

Nays: None

Consent Agenda. Clerk Kean stated each Board member was given the Mason Fire Department September Response Report.

Recommendations are preceded by an asterisk (*).

- Minutes for the Regular Meeting on 9-14-20 & Special Meeting 9-24-20. *approved & filed
- Financial Reports – September 2020: 1) Fund Balances 2) Balance Sheets 3) Revenue & Expenditures, and 4) Receipt Register. * received & filed
- Report for Missing Property Transfer Affidavits – No Changes. *filed
- Planning Commission Work Session 9-17-20 & Regular Meeting 10-7-20. *distributed
- Building Report – September 2020. *filed
- Zoning Administrator Report: Building/Enforcement Report for September 2020. *filed
- Correspondence from:
 - 1.) Mason Fire Department Revised August Response Reports. *filed
 - 2.) Mason Fire Department September Response Reports. *filed
 - 3.) ICSD Sergeant Seymour Vevay Twp. Incident Report for September. *filed
 - 4.) MI PSC re: Notice of Hearing for Consumers Energy Company Case #U-20889. *filed

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

Roll Call Vote

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

Items Removed from Consent Agenda. None

Public Comment. None

Accounts Payable Disbursement Authorization. Clerk Kean reviewed the disbursement report.

MOTION Kean, seconded Lacasse, to approve the Disbursement Authorization Report for General Fund Checks #30654-30707 and EFT's #429, #430, #431, #432, and #433 in the total amount of \$36,730.60.

Roll Call Vote

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

Supervisor's Report – COVID 19 Update. The Michigan Supreme Court declared invalid all the Governor's Executive Orders after April 30, 2020. Several of these orders were replaced by the Michigan Department of Health and Human Services (MDHHS) "Gathering Prohibition and Mask Order". The staff continues to complete the daily log and no symptoms have been reported.

Supervisor's Report – Building Repairs. The generator was repaired. The new cameras have been installed. Frank Vargas, *Vargas Computer Systems, Inc.*, needs to connect the cameras to the network server. The road repairs on Lyon, Coy, Ives, and Kelly roads have been completed. Coy Road is closed due to the railroad crossing repair.

Treasurer's Report – Winter Tax Bill & Info Sheet. Treasurer Sherwood reviewed the winter tax bill. In response to Clerk Kean's question, Treasurer Sherwood explained the March 2, 2021 delinquent turnover date to the County Treasurer.

Treasurer's Report – Winter Newsletter. The Board discussed the positive responses received regarding the Township's Newsletter and decided to include the newsletter in the winter tax bill. The information for the newsletter is due on November 13, 2020.

Clerk's Report – Rayner Creek Drain Update. The treatment of Phragmites in the detention pond will be completed in October. Residents have been sent a letter notifying them of the dates. Signage will be posted stating treatment dates, products used, and restricted area. The Rayner Creek Drain Project in the City of Mason and Ingham County will continue in the spring of 2021. The Vevay Township portion has been completed.

Clerk's Report – CTCL Grant Update. The \$5,000 grant funds have been received. Several items have been purchased for the November 3, 2020 election. The Township will be reimbursed for approximately \$700.00 for August election expenses that qualify under the grant.

Clerk's Report – Election Update. As of today, 1,351 ballots have been sent, 611 have been returned. There are 1,231 residents on the permanent Absent Voter List compared to less than 300 in 2018. Today, Clerk Kean received 22 new voter registration applications. Several will not be 18 years old before election day, requiring a letter to be sent. The increased response to voting has required additional election administration costs. This expense will be paid from the grant funds. The Public Accuracy test was completed on October 6, 2020 without error. A group of volunteers will help set up the polling precinct and AVCB location on October 16, 2020.

Trustee Lazet's Report – Planning Commission Update. A public hearing has been set for next month for a SLU request to repurpose an industrial building into an Indoor Recreational Facility. The five ordinance amendment workgroups continue meeting. Discussion followed on the upcoming Master Plan review.

Michigan Supreme Court Opinion & MDHHS Orders Discussion. After the Supreme Court's decision to invalidate the Governor's COVID-19 related executive orders, the MDHHS released an order reinstating some of the governor's orders relating to face masks and indoor and outdoor gatherings. Supervisor Ramey stated according to the order and room size, the Township hall can accommodate up to 25 people who must also follow social distancing. Clerk Kean stated all necessary posting of information has been completed.

Resolution Affirming Township Motions. Since the Supreme Court's decision to invalidate the Governor's executive orders relating to Township Board Meetings via telephone or videoconferencing, any decision made during those meetings could be a violation of the Opening Meetings Act. Attorney Revore recommended an in-person resolution affirming Board actions taken during the timeframe May 11, 2020 to September 24, 2020.

**TOWNSHIP OF VEVAY
INGHAM COUNTY, MICHIGAN
RESOLUTION AFFIRMING DECISIONS MADE DURING TELEPHONE OR VIDEO-
CONFERENCING BOARD MEETINGS**

RESOLUTION #20-06

At a regular meeting of the Township Board of Trustees of Vevay, Ingham County, Michigan, held in the Township Hall, 780 Eden Road, Mason, Michigan 48854 on the 12th day of October 2020.

Present: Supervisor Ramey, Clerk Kean, Treasurer Sherwood, Trustee Lazet, and Trustee Lacasse

Absent: None

The following Preamble and Resolution were offered by Kean and supported by Lazet.

WHEREAS, on March 10, 2020, Governor Whitmer, acting under the Michigan Constitution of 1963, the Emergency Management Act, 1976 PA 390, as amended (EMA), MCL 30.401 et seq., and the Emergency Powers of the Governor Act of 1945, PA 302, as amended (EPGA), MCL 10.31

et seq., declared a state of emergency across the State of Michigan as a result of the COVID-19 outbreak; and

WHEREAS, Governor Whitmer, in 2020, issued several Executive Orders to allow for remote meetings of public bodies. To the extent that the Open Meetings Act (“OMA”), 1976 PA 267, as amended, MCL 15.261 to 15.272, requires that a meeting of a public body be held in a physical place available to the general public, the Executive Orders temporarily suspended such requirement and gave local units of government, its councils, boards, commissions, committees, subcommittees, and authorities, the ability to use telephone or video-conferencing methods to conduct meetings and conduct public business during the COVID-19 emergency and the general public to continue to participate in government decision making without unduly compromising public health, safety, and welfare; and while ensuring the public has access to join the meetings; and

WHEREAS, to comply with the Governor’s Executive Orders, the Vevay Township Board of Trustees conducted Township Board Meetings via telephone or video-conferencing and authorized and approved Board actions per the following list of actions for the timeframe May 11, 2020 to September 24, 2020.

WHEREAS, the Michigan Supreme Court issued an opinion in the case of *Midwest Institute of Health, PLLC v. Governor* (In re Certified Questions from U.S. Dist. Court), SC: 161492 (Mich. Aug. 12, 2020), that under the Emergency Management Act from 1976 nor the Emergency Powers of the Governor Act from 1945, that the Governor does not have the power to extend the initial declaration of a state of emergency past April 30, 2020, when it was set to expired; and

THEREFORE, BE IT RESOLVED, that a physical quorum of the Vevay Township Board of Trustees is present; and

BE IT FURTHER RESOLVED, that the Vevay Township Board of Trustees affirms all Board actions that were previously authorized and/or approved via telephone or video-conferencing during the timeframe May 11, 2020 to September 24, 2020, are authorized and/or approved by the physical quorum of the Vevay Township Board of Trustees:

May 11, 2020

MOTION Ramey, seconded Lazet, to set agenda as amended.

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

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

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

MOTION Kean, seconded Lazet, to approve the Disbursement Authorization Report for General Fund Checks #30399-30431 and EFT’s #404, #405, #406 and #407 in the total amount of \$58,960.03.

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

MOTION Lazet, seconded Lacasse, to adopt the COVID-19 Preparedness and Response Plan dated May 11, 2020.

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

MOTION Lazet, seconded Sherwood, to grant the Michigan Steam Engine & Threshers Club and Outdoor Assembly Permit for the annual event on July 31 through August 2, 2020, contingent upon receipt of remaining required documents and the State's Executive Order allowing large gatherings.

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

MOTION Ramey, seconded Lazet, to authorization the rental of the portable toilet service from Supreme Sanitation, with an anticipated date of June, to be charged to *TwnhllGroundsRepair&Maint (outside)* (GL 101-265-932.000).

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

MOTION Ramey, seconded Lacasse, to authorize the agreement and payment of invoice upon receipt to be charged to Supplies – Hawley (GL #101-276-728.209).

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

MOTION Ramey, seconded Lazet, to authorize the 3-Year Granger Waste Collection Services Agreement at the Township Hall at the rate of EOW for 56.65 per month to be charged to *TwnhllGroundsRepair&Maint(outside)* (GL 101-265-932.000). This agreement will begin upon conclusion of the COVID-19 "Vacation Mode" arrangement.

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

June 18, 2020

MOTION Ramey, seconded Lazet, to set agenda as presented.

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

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

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

MOTION Kean, seconded Sherwood, to approve the Disbursement Authorization Report for General Fund Checks #30432-30481 and EFT's #408, #409, #410, #411, #412 and #413 in the total amount of \$38,828.36.

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

MOTION Ramey, seconded Sherwood, to authorize up to \$3,900 to cover additional court fees and costs for the 3265 Rolf Road Ordinance Violations to be charged to *Enforcement & Special Inspections* (GL#101-371-824.000).

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

MOTION Lazet, seconded Ramey, that as the applicant of SLU permit application 20-03 had a time sensitive need for the Planning Commission to meet in June, and as the Township is obligated by law to have a Planning Commission to consider such requests, and as the Township has cancelled the Planning Commission meetings for several months due to the COVID-19 restrictions, that the Township this one time, and in this one case only, consider the June 17, 2020 Planning Commission meeting as its one meeting for June, and not charge the application the cost of a special meeting.

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

MOTION Kean, seconded Lacasse, to grant the EAA Chapter 55 an Outdoor Assembly Permit for Mason Aviation Day on August 15, 2020 and to waive the \$250 application fee and bond requirement contingent upon receipt of all required documents and Executive Order restrictions.

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

MOTION Kean, seconded Lacasse, to transfer \$97.00 from *Education Meetings* (GL #101-101-960.000) to *Ing Co Tax Tribunal Refunds* (GL #101-101-957.001) to cover the budget shortage.

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

MOTION Ramey, seconded Sherwood, to authorize the expense and payment to the Ingham County Treasurer in the amount of \$96.23 for the payment of BOR/MTT Taxable Value Reductions to be charged to *Ing Co Tax Tribunal Refunds* (GL #101-101-957.001)

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

MOTION Kean, seconded Lacasse, to authorize the expense and payment to Michigan Township Association in the amount of \$2,732.21 for the 2020 Annual Dues to be charged to *Dues & Subscriptions* (GL #101-101-958.000).

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

MOTION Lazet, seconded Sherwood, that in light of the COVID-19 shut down of the economy and the corresponding prohibition of large gatherings having led to the cancellation of the 2020 Michigan Steam Engine & Threshers Club annual reunion/outdoor assembly; and the cancellation therefore being beyond the ability of the sponsors to control, that the Township this one time, and in this one

case only, refund to the applicant the applications fee of \$250 from *Miscellaneous* (GL #101-101-956.000).

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

MOTION Kean, seconded Lacasse, to authorize the expense and payment to Art Craft Display for the renting of the required sequestering “Pipe & Drape” in the amount of \$316.08 to be charged to *Election Supplies* (GL #101-191-728.000).

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

MOTION Kean, seconded Lacasse, to authorize the expense and payment up to \$150 for the purchase of 11 face shields to be charged to *Election Supplies* (GL #101-191-728.000).

Roll Call Vote Ayes: Sherwood, Lazet, Lacasse, & Kean
Nays: Ramey

MOTION Kean, seconded Lacasse, to authorize the budget adjustment for the Collection Fee expense from Congress Collection for the Miscellaneous Receivable from Delinquent Accounts in the amount of \$570 to be transfer to *M/R Collection Expense* (GL #101-101-804.000) from *Miscellaneous* (GL #101-101-956.000).

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

MOTION Lazet, seconded Sherwood, to hold in abeyance the miscellaneous receivable billings from January 1, 2020 thru September 1, 2020 until actual costs have been determined.

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

July 13, 2020

MOTION Kean, seconded Ramey to set agenda with additions and move.

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

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

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

MOTION Lazet, seconded Lacasse, to adopt the Basis of Determination findings (Z.O. Section 16.03) as drafted in the Planning Commission Minutes dated July 8, 2020.

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

MOTION Kean, seconded Lazet, to approve the SLU Permit Application #20-03, and issue it as Permit No. 132, for a Recreational Facility, Indoors, issued to Todd Hunt of HBP Legion Drive, LLC. Furthermore, to authorize the execution of the Agreement between both parties.

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

MOTION Kean, seconded Lacasse, to approve the Disbursement Authorization Report for General Fund Checks #30482-30536 and EFT's #414, #415, #416, #417, and #418 in the total amount of \$38,122.10.

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

MOTION Kean, seconded Lacasse, to accept the three anonymous donations, totaling \$115, to be applied to the balance due of \$115 for the monument foundation fee for Hawley Cemetery, Lot 91, Annex, Space 5 for David Curtis Waite.

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

MOTION Kean, seconded Sherwood, to approve the contract renewal with *Vargas Computer Systems, Inc.*, at the rate of \$565 per month for the period from 8-1-20 to 8-1-21.

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

Motion Ramey, seconded Lazet, to authorize the expense and payment not to exceed \$2,000 to Brad Hart for the treatment and testing of the Township Hall well to be charged to *TwnhallGroundsRepair & Maint* (GL #101-265-932.000).

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

MOTION Ramey, seconded Sherwood, to authorize the expense and payment to Superior Saw in the amount of \$179.99 for the purchase of a gas handheld blower to be charged to *TwnhallGroundsRepair & Maint* (GL #101-265-932.000).

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

MOTION Ramey, seconded Lazet, to authorize the expense and payment to Andersen-Fisher & Associates, Inc., not to exceed \$1,500 for the repair of the Hawley Cemetery Diamond Road Driveway to be charged to *Repairs & Maintenance – Hawley* (GL #101-276-931.209).

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

MOTION Ramey, seconded Lazet, to authorize the expense and payment, not to exceed \$500, for the purchase of a new controller/recorder to be charged to *TwnhallGroundsRepair & Maint* (GL #101-265-932.000).

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

August 12, 2020

Motion Kean, seconded Lazet, to set agenda as amended.

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

MOTION Ramey, seconded Sherwood, to adopt the consent agenda as presented.

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

MOTION Kean, seconded Lazet, to approve the Disbursement Authorization Report for General Fund Checks #30537-30592 and EFT's #419, #420, #421, #422 and #423 in the total amount of \$76,235.40.

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

MOTION Ramey, seconded Sherwood, to authorize the expense and payment to Alan Conn Video Consultant LLC, up to \$600.00, for the purchase of 5 compatible indoor & outdoor cameras to be charged to *Townhall Repairs & Main (inside)* (GL #101-265-931.000).

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

MOTION Ramey, seconded Lazet, to authorize the expense and payment, up to \$600, to Pierce Plumbing for the emergency repair of the corroded pipe to be charged to *Townhall Repairs & Main (inside)* (GL #101-265-931.000).

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

MOTION Kean, seconded Lazet, to authorize the expense and payment, up to \$12,258.00, to the David Chapman Agency for the renewal of the Liability Insurance Policy to be charged to *Insurance & Bonds* (GL #101-950-910.000).

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

MOTION Kean, seconded Sherwood, to authorize the expense and payment in the amount of \$672.00 to the David Chapman Agency for the purchase of the Cyber option to be added to the current coverage and charged to *Insurance & Bonds* (GL #101-950-910.000).

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

MOTION Kean, seconded Ramey, to authorize the expense and payment of \$24,774.24 at the rate of \$2,065.00 per month for the *Blue Care Network* HMO health insurance plan with the benefit coverage as specified by the information provided by *Burnham & Flower*, to be effective October 1, 2020 and an employee contribution rate of 20% of the monthly premium to be collected as a payroll deduction.

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

MOTION Ramey, seconded Lazet, to accept the 2020 Agreement for Local Road Improvement between the County of Ingham on behalf of the Ingham County Road Department and the Township of Vevay.

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

Motion Sherwood, seconded Lazet, to extend the moratorium on miscellaneous receivable invoicing of fire protection fees to October 1, 2020.

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

September 14, 2020

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

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

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

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

MOTION Kean, seconded Lacasse, to approve the Disbursement Authorization Report for General Fund Checks #30593-30653 and EFT's #424, #425, #426, #427 and #428 in the total amount of \$54,298.21.

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

MOTION Kean, seconded Sherwood, that the Board accept the 2019-20 Vevay Township Audit Report as presented by *Gabridge & Company*.

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

MOTION Kean, seconded Ramey, to resolve the lawsuit of *Vevay Twp v Richard Hines and Thelma Hines*, No. 19-925-CZ, the Board of Trustees of Vevay Township authorizes and directs Vevay Township attorney David Revore to execute the proposed Consent Judgment and file with court.

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

MOTION Ramey, seconded Kean, to authorize the expense and payment to *Ron Wieferrich Heating & Cooling Specialties*, up to \$800.00, for the annual maintenance on the emergency generator to be charged to *TwnhallGroundsRepairs&Main(outside)* (GL #101-265-932.000).

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

MOTION Kean, seconded Lazet, to authorize the expense and hiring of a temporary employee, at the rate of \$12.00 per hour for approximately 25-30 hours not to exceed \$360.00 to perform administrative duties for the 2020 General Election to be charged to *Elections – Contractual* (GL #101-191-818.000).

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

MOTION Kean, seconded Ramey, to authorize the expense and payment to Art Craft Display for the renting of the required sequestering “Pipe & Drape” for the November General Election in the amount of \$316.08 to be charged to *Election Supplies* (GL #101-191-728.000).

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

Motion Lazet, seconded Kean, to extend the moratorium on miscellaneous receivable invoicing of fire protection fee to January 1, 2021.

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

September 24, 2020

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

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

MOTION Kean, seconded Lacasse, to accept the \$5,000 COVID-19 Response Grant from the Center for Tech and Civic Life (CTCL), to use the grant funds in compliance with the grant agreement exclusively for the public purpose of planning and operationalizing safe and secure election administration. Furthermore, to authorize JoAnne Kean, Clerk of Vevay Township, to sign the Grant Agreement and administer the election grant requirements.

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

Motion Kean, seconded Lacasse, to amend the 2020-21 Budget Adoption, Resolution #20-03, to reflect the acceptance of the Center for Tech and Civic Life COVID-19 Response Grant in the amount of \$5,000 for revenue to CTCL COVID-19 Response Grant (GL #101-000-548.000) and Expense to CTCL COVID-19 Response Expense (GL #101-191-848.000) to increase total budgeted revenues to \$733,292 and total budgeted expenses to \$733,262.

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

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

RESOLUTION DECLARED ADOPTED.

Discussion on Township Hall Rentals. The Board discussed the new restrictions under the guidelines of the MDHHS and Ingham County’s executive order, including the Township’s liability regarding the transfer of COVID-19 from person to person. Attorney Revore will be contacted for guidance and recommendations. It was the consensus of the Board to table this item until the next Board meeting. There will be no rentals for the month of November.

Second Quarter 2020-21 Budget Adjustments. A report on State Revenue Sharing for the period 2019-20 was presented for information only. After review, there are no second quarter budget adjustments needed.

Audit Services Contract Extension with Gabridge & Company. The Board reviewed the proposed audit fees from Gabridge & Company for the next three years. Board members expressed their satisfaction with the services provided by Gabridge & Company. Clerk Kean stated that the audit, F65, Qualifying State, and MERS report for FY2019 were filed in a timely matter. The proposed audit fees are considerably lower than those quoted in an RPF provided in 2015. The presumption is that a current RFP would produce substantially higher fees. Gabridge & Company rotate auditors to prevent complacency.

MOTION Kean, seconded Lacasse, to authorize the execution of a three year contract for audit services performed by Gabridge & Company in the amount not to exceed \$5,210 for the fiscal year ending March 31, 2021, not to exceed \$5,310 for the fiscal year ending March 31, 2022, and not to exceed \$5,410 for the fiscal year ending March 31, 2023. Gabridge & Company's quote represents a substantial reduction compared to the audit RFP received in 2015.

Roll Call Vote

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

MERS Plan Changes – Leave Policy/ Defined Benefit Plan Adoption Agreement Addendum.

MERS has made several modifications/clarifications to the way in which defined benefit plans are administered. The Board must adopt a policy that does or does not grant employees MERS Service Credit when an employee is out on various types of paid or unpaid leave. Discussion followed on the different types of leaves. A policy needs to be created to address employee insurance, MERS Service Credit, and the financial procedures required for repayment of the expense. This item was tabled until the next Board meeting.

Payment Authorization to Alan Conn Video Consultant LLC. Supervisor Ramey stated the meeting room microphone amplifier failed. Alan Conn Video Consultants responded quickly to the repair for tonight's Board meeting.

MOTION Sherwood, seconded Lacasse, to authorize the expense and payment to *Alan Conn Video Consultants, LLC* for the repair of the microphone amplifier in the amount of \$308.00 to be charged to *Townhall Repairs & Main (inside)* (GL #101-265-931.00).

Roll Call Vote

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

Any Other Business. None.

Additional Public Comment. Resident Jeff Carter said, "Nice to see everyone".

Adjournment. The meeting adjourned at 7:47 p.m.

JoAnne Kean, Clerk

Scribed by Deputy Clerk Ruttan