

**VEVAY TOWNSHIP
BOARD OF TRUSTEES
Regular Meeting
Monday, November 16, 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: Trustee Elect Pattie McNeilly and one interested resident

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 Members. None.

Set/Amend Agenda. Add Supervisor's Report – MDHHS Emergency Order under MCL 333.2253.

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

Voice Vote

Passed Unanimously

Consent Agenda.

Recommendations are preceded by an asterisk (*).

- Minutes for the Regular Meeting on 10-12-20 & Special Meeting 10-28-20. *approved & filed
- Financial Reports – October 2020: 1) Fund Balances 2) Balance Sheets 3) Revenue & Expenditures 4) Accounts Receivable, and 5) Receipt Register. * received & filed
- Report for Missing Property Transfer Affidavits. *filed
- Planning Comm. Regular 11-10-20 & Special/Work Sessions 10-14-20 & 11-5-20. *distributed
- Building Report – October 2020. *filed
- Zoning Administrator Report: Building/Enforcement Report for October 2020. *filed
- Correspondence from:
 - 1.) Mason Fire Department Revised October Response Reports. *filed
 - 2.) ICSD Sergeant Seymour Vevay Twp. Incident Report for October. *filed
 - 3.) MI Bell Telephone Franchise Fees Report 9-30-20. *filed
 - 4.) MI PSC re: Notice of Hearing for Consumers Energy Company Case #U-20802. *filed

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

Roll Call Vote

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

Items Removed from Consent Agenda. None.

Public Comment. None.

Accounts Payable Disbursement Authorization. Clerk Kean reviewed the disbursement report and highlighted Vargas Antivirus renewal, election workers hazard pay, BS&A Assessing support renewal, and the City of Mason fire protection quarterly payment.

MOTION Kean, seconded Sherwood, to approve the Disbursement Authorization Report for General Fund Checks #30708-30794 and EFT's #434, #435, #436, #437, #438, and #439 in the total amount of \$67,241.39.

Roll Call Vote

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

Supervisor's Report - MDHHS Emergency Order under MCL 333.2253. Supervisor Ramey reviewed the emergency order covering the period November 18, 2020 to December 8, 2020. Indoor nonresidential gatherings are prohibited. All indoor meetings of a public body must be held virtually. It was previously determined that all staff must be in person to complete their job duties.

Treasurer's Report – State Shared Revenue/Legislative Impact Webinar. Treasurer Sherwood stated that the July-August State Revenue check has been received in the amount of \$62,182.00. She presented a comparison report from the 2019 calendar year to the 2020 calendar year. Treasurer Sherwood reported on the “Legislative Impact on Treasurer’s” webinar she (Sherwood) and Deputy Treasurer Blair attended, and the State advising governmental units to budget the same amount for revenue sharing as for the previous year.

Treasurer's Report – City of Mason 425 Payment & Report. The payment from the City of Mason for the 425 Tax Collection Area in the amount of \$39,547.47 has been received. Treasurer Sherwood presented a synopsis of prior year amounts. The decreased payment is due to the reduction of the millage rate, as the 425 Agreement as expired as of November 2019.

Treasurer's Report – School Summer Collection Contract for 2021. Treasurer Sherwood reviewed the agreement for the collection of summer school property taxes.

MOTION Sherwood, seconded Lazet, to charge a total of \$7.50 per parcel for summer tax collections, divided as follows:

Mason School	2.50 per parcel
Ingham Intermediate	2.50 per parcel
Lansing Community College	2.50 per parcel

Roll Call Vote

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

Clerk's Report – Election Update. Clerk Kean stated, as of today, the Ingham County Board of Canvassers has certified the Ingham County results. The Vevay Township voter turnout was 75% the highest ever. Trustee Lazet said this was an election tsunami. Clerk Kean reviewed the election results. There were long lines on election day, however the residents of Vevay were patient and amenable. Clerk Kean was grateful for the Sheriff Department presence, even though, there were no issues. The COVID-19 grant allowed for the hiring of 5 extra election inspectors that were greatly needed.

Clerk's Report – COVID 19 Grant. The Bureau of Elections has informed Clerk Kean that Vevay Township is eligible for a \$400.00 reimbursement for PPE supplies. The Township will continue to benefit from some of the purchases made through the grant. A final accounting of the grant will be presented to the Board in January 2021.

Trustee Lazet's Report – Planning Commission Report. The Planning Commission has had several special meetings. The work groups continue to meet and hopefully will be completing their work soon.

SLU Application Request from Streamline Enterprise/Holy Boxing LLC @ 4171 Legion Drive, Mason. Trustee Lazet reviewed the SLU application process and stated that at its November 10, 2020 meeting the Planning Commission (PC) held the Public Hearing and approved a Sec. 15.06 site plan for an Indoor Recreational Facility from Streamline Enterprise/Holy Boxing LLC. The PC recommended the Board approve the SLU permit with special conditions for the Indoor Recreational Facility. Discussion followed on adding a condition to the SLU agreement that the permit holder notify the Township if the use ends.

MOTION Lazet, seconded Kean, to adopt the Basis of Determinations findings (Z.O. Section 16.03) as recommended in the Planning Commission minutes of November 10, 2020.

Roll Call Vote

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

Nays: None

MOTION Kean, seconded Lacasse, to add to the Special Land Use Permit Agreement a requirement that the holder of the permit notify the Township if the use ends.

Roll Call Vote

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

Nays: None

MOTION Lazet, seconded Kean, to approve the SLU Permit Application, and issue Permit No. No. 133, for a Recreational Facility, Indoors, to Streamline Enterprise & Harty Ausel/Holy Boxing LLC, on Parcel number 33-10-10-06-204-017, Commonly known as 4171 Legion Drive, Mason, MI 48854. Furthermore, to authorize the execution of the Agreement between both parties.

Roll Call Vote

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

Nays: None

Municipal Employees' Retirement System Plan Changes. 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. Clerk Kean stated that MERS requires this resolution be adopted by the end of November. The Board decided to not grant service credit during a leave at this time. A personnel leave policy will be addressed during the budget process.

**VEVAY TOWNSHIP INGHAM COUNTY
RESOLUTION 20-07
TO INFORM MERS THAT VEVAY TOWNSHIP HAS A POLICY TO NOT GRANT MERS
SERVICE CREDIT DURING LEAVES OF ABSENCE**

The following Preamble and Resolution was offered by Kean and supported by Lazet

WHEREAS, Vevay Township is a participating municipality of the Municipal Employees Retirement System of Michigan in accordance with Act No. 427, Public Acts of 1984, as amended; and,

WHEREAS, Section 2 of the Defined Benefit Plan Adoption Agreement Addendum requires the Township to develop a policy to provide how MERS Service Credit will be handled in the event an employee is off of work due to a Leave of Absence.

WHEREAS, The Municipal Employees Retirement System requires that employee contributions are collected and remitted to MERS for all Leaves of Absence where Service Credit is granted. Employee contributions shall be equal to the Service Credit Qualification adopted by the Township, in the event no wages are reported to the Municipal Employees Retirement System.

NOW, THEREFORE, BE IT RESOLVED, that the Vevay Township Board hereby adopts a Resolution that does not grant MERS Service Credit to an employee who is out on a Leave of Absence under Short – and/or Long-Term Disability.

BE IT FURTHER RESOLVED, that the Vevay Township Board hereby adopts a policy that does not grant MERS Service Credit to an employee who is out on a Leave of Absence due to Workers Compensation.

BE IT FURTHER RESOLVED, that the Vevay Township Board hereby adopts a policy that does not grant MERS Service Credit to an employee who is out on a Leave of Absence under an unpaid Family Medical Leave Act (FMLA).

BE IT FURTHER RESOLVED, that the Vevay Township's Personnel Policy Manual be amended to reflect the intent of this resolution; and,

BE I T FURTHER RESOLVED, that the Township Clerk shall file a certified copy of this resolution with the Municipal Employees Retirement System as a result of completing the Defined Benefit Plan Adoption Agreement Addendum.

Roll Call Vote

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

Nays: None

RESOLUTION DECLARED ADOPTED.

Resolution Establishing Authorized Signatories. Discussion followed on who should be the authorized signatories. This resolution only facilitates communication and implementation of decisions and actions authorized by the Township Board.

**TOWNSHIP OF VEVAY
INGHAM COUNTY, MICHIGAN
RESOLUTION ESTABLISHING AUTHORIZED SIGNATORIES
FOR MERS CONTRACTS AND SERVICE CREDIT PURCHASE APPROVALS
RESOLUTION #20-08**

The following Preamble and Resolution were offered by Kean and supported by Lacasse

This Resolution is entered into under the provisions of 1996 PA220 and the Municipal Employees' Retirement System of Michigan ("MERS") Plan Document, as each may be amended.

This resolution is being adopted by the governing body of the participating entity and applies to all reporting units of said participating entity.

WHEREAS, Vevay Township ("Employer") is a participating municipality with the Municipal Employees' Retirement System of Michigan ("MERS") and has adopted one or more retirement, insurance, investment or other post-employment benefit products administered by MERS;

WHEREAS, MERS requires signatures of an authorized representative of the Employer to execute contracts with MERS, the entry of which is authorized by the governing body and permitted under the applicable MERS Plan Documents(s);

WHEREAS, the Employer wishes to designate certain job position(s), the holder(s) of which may sign MERS' contract relating to the adoption, amendment and termination of MERS' products, and defined benefit services credit purchase approvals on behalf of Employer to implement decisions and actions of the governing body;

WHEREAS, this Resolution is not intended to apply to MERS forms or any other MERS document except as specifically mentioned herein,

Therefore, the Governing Body resolves:

The holders of the following job position(s) are hereby *Authorized Officials* that can sign: (1) MERS Adoption Agreements, Resolutions, Participation Agreements, Administrative Services Agreements, Withdrawal Agreements and any other contracts between MERS and the Employer with respect to

Employer's participation in any MERS-administered product and any amendments and addendums thereto, and (2) MERS Defined Benefit service credit purchase approvals:

1. Clerk

Optional additional job positions:

2. Supervisor

This Resolution may be revoked in writing or amended by the Governing Body at any time, provided that it will not be effective until such writing or amended Resolution is received by MERS. The Governing Body agrees that MERS may rely upon this Resolution as conferring signing authority upon the holders of the above job position(s) to bind Employer with respect to MERS.

Roll Call Vote

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

RESOLUTION DECLARED ADOPTED.

Authorization Request for Payment of Accident Fund Workers Compensation Invoice. This audit is performed every two years and payment is based on the increased amount of payroll.

MOTION Kean, seconded Lacasse, to authorize the expense and payment to *Accident Fund Insurance Company of America* for the Workers Compensation Policy Audit premium in the amount up to \$977.00 to be charged to *Insurance & Bonds* (GL #101-950-910.000).

Roll Call Vote

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

Authorization Request for MI EGLE Annual Invoice.

MOTION Sherwood, seconded Kean, to authorize the expense and payment to MI EGLE in the amount of \$138.12 for the annual Noncommunity Public Water Supply Fee to be charged to *Townhall Repairs & Maint (inside)* (GL #101-265-931.000).

Roll Call Vote

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

Discussion on Township Hall Rentals. Due to the MDHHS Emergency Order, it was the consensus of the Board that there will be no rentals for the month of December 2020.

Resolution for Supervisor Jesse Ramey. Treasurer Sherwood read the Resolution in Recognition of Jesse Ramey's five-year service as Supervisor.

**VEVAY TOWNSHIP INGHAM COUNTY
RESOLUTION IN RECOGNITION OF
JESSE RAMEY
RESOLUTION #20-09**

WHEREAS, on November 20, 2020, **Jesse Ramey's** Term on the Vevay Township Board as Supervisor will expire; and

WHEREAS, on April 1, 2015 **Jesse Ramey** was first appointed as the Supervisor; and

WHEREAS, during his 5-year tenure with the Township, **Jesse Ramey** served as member and Supervisor of the Vevay Township Board; and

WHEREAS, **Jesse Ramey** also served as the Cemetery Sexton to all three Vevay Township cemeteries; and

WHEREAS, **Jesse Ramey's** dedication and service has not gone unnoticed by the citizens of Vevay Township.

NOW, THEREFORE BE IT RESOLVED that the people of Vevay Township, hereby extends a heartfelt *thank you* to **Jesse Ramey** for his dedicated service.

BE IT FURTHER RESOLVED that the people of Vevay Township, wish **Jesse Ramey**, along with his entire family, much good health, happiness, and prosperity in his life and in any other endeavor he may pursue.

BE IT FURTHER RESOLVED that a copy of this resolution be suitably enrolled, framed, and presented to **Jesse Ramey** as a symbol of Vevay Township's sincere gratitude.

Roll Call Vote

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

RESOLUTION DECLARED ADOPTED.

Any Other Business. None.

Additional Public Comment. Patti McNeilly thanked Jesse for his service. Jeff Carter thanked Jesse for his service and, also asked Clerk Kean to provide him specific election information.

Adjournment. The meeting adjourned at 7:36 p.m.

JoAnne Kean, Clerk

Scribed by Deputy Clerk Ruttan