

**VEVAY TOWNSHIP
BOARD OF TRUSTEES
Regular Meeting
Wednesday, May 12, 2021 at 6:30 p.m.
Vevay Township Hall – 780 Eden Road, Mason**

In Person Meeting

MINUTES

Members Present: Supervisor John Lazet, Clerk JoAnne Kean, Treasurer Christopher Lewis, Trustee Richard Lacasse and Trustee Patricia McNeilly

Members Absent: None

Staff Present: Deputy Clerk Mary Ruttan

Others Present: CADL Mason Branch Head Librarian Heather Goupil, CADL Board of Trustees Chairperson Sally Trout, CADL Board of Trustee Debora Bloomquist, and one interested resident

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

Roll Call/Excuse Absent Member. Clerk Kean called the roll. All members were present.

Set/Amend Agenda. Supervisor Lazet added the following items under Supervisor Report:

- Bereavement Leave
- Pavilion Electrical Work
- Athletic Field Weed Control
- Special Board of Trustee Meeting for Zoning Ordinance Amendment
- Gravel Mining Regulation

MOTION Lacasse, seconded Lewis, to set agenda as amended.

Roll Call Vote

Ayes: Lazet, Lewis, Lacasse, McNeilly, & Kean

Nays: None

Consent Agenda. Clerk Kean highlighted the Revenue & Expenditure Report for March 31, 2021 and the Mason Fire Department Response Report for April. Trustee Lacasse expressed his appreciation on the Cash & Investment Account Summary prepared by Treasurer Lewis.

Recommendations are preceded by an asterisk (*).

- Minutes for the Regular Meeting 4-14-21. *approved & filed
- Financial Reports – April 2021: 1) Cash & Investment Account Summary 2) Balance Sheets 3) Revenues & Expenditures, and 4) DDA Disbursements. * received & filed
- Report of Missing Property Transfer Affidavits. *filed
- Planning Comm. Regular Meeting Minutes 4-7-21 and Special Meeting 4-21-21. *distributed

- Building Report – April 2021. *filed
- Zoning Administrator April Report: Same as March Report (no enclosure). *filed
- Correspondence from:
 - Mason Fire Department re: April Response Reports. *filed
 - IC Sheriff Dept. Sgt. Seymour Vevay Township Incident Report for April. *filed
 - MI Bell Telephone Franchise Fees Report 3-31-21. *filed

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

Roll Call Vote

**Ayes: Lewis, Lazet, Kean, McNeilly, & Lacasse
Nays: None**

Items Removed from Consent Agenda - Discussion. None.

Public Comment. None.

CADL 2020 Annual Report. Mason Branch Head Librarian Heather Goupil presented a synopsis of the Capital Area District Libraries 2020 annual report “Meeting The Challenge” followed by questions from the Board.

Discussion on Township Hall Rentals. The Board reviewed the proposed changes to the Rental Agreement as prepared by Attorney Revore; specifically, Section 4 “Compliance with Law” and Section 18 “Indemnification”. Clerk Kean suggested adding a revision date to the document.

MOTION Lazet, seconded Kean, to accept the revised Rental Agreement dated May 12, 2021 as presented.

Roll Call Vote

**Ayes: Lacasse, Lewis, Lazet, Kean & McNeilly
Nays: None**

Fringe Benefits Ordinance Revision. Supervisor Lazet designated Clerk Kean and Treasurer Lewis to review and to provide proposed revisions to Ordinance 46.05 (4)(c). Supervisor Lazet presented four questions for consideration. Discussion followed on each of the questions. It was the consensus of the Board not to offer full health benefits to employees and that the Trustees would not be eligible for any health benefits. Any proposed revisions to the Ordinance should include Board flexibility language versus a specific number. The first draft of proposed revisions will be presented at the June Board of Trustees Meeting.

2021 Local Roads Project. The Board reviewed the recommendations from the Ingham County Road Department for the 2021 Vevay Township Local Road Improvement paving agreement. Due to the high traffic count, the Board decided on paving Ives Road from Rolfe to M36, 2.5 miles.

MOTION Kean, seconded McNeilly, to accept the 2021 Agreement for the Local Road Improvement between the County of Ingham on behalf of the Ingham County Road Department and Township of Vevay to pave Ives Road, Rolfe-M36, 2.5 miles.

Roll Call Vote

Ayes: McNeilly, Lacasse, Lewis, Lazet, & Kean
Nays: None

Contracted Fire Services Agreement with City of Mason Fire Department. A new Fire Services Agreement with the City of Mason Fire Department will be presented at the June Board of Trustees meeting. Discussion followed on different scenarios regarding the enforcement of the rules relative to the Ordinance and the meaning of the word “response” in the Ordinance.

Accounts Payable Disbursement Authorization. Clerk Kean highlighted the payment to the City of Mason for the quarterly Fire Protection Services Contract and the May 1, 2021 payroll.

MOTION Kean, seconded Lewis, to approve the Disbursement Authorization Report for General Fund Checks #31085-31131 and EFT’s #469, #470, #471, #472, #473 and #474 in the total amount of \$57,289.72.

Roll Call Vote

Ayes: Kean, McNeilly, Lacasse, Lewis, & Lazet
Nays: None

Supervisor Report: Progress on the DDA Ball Field Project. The athletic ballfield project is progressing. The pavilion cement floor has been removed. The wiring under the flooring was not to electrical code. The new pavilion floor will be poured this week and the pavilion project will be finish by next week.

Supervisor Report: Office Policy Discussion on #1, 6, 17, 18, 22, 25 & 30. The Board will continue the review/revision of office policies. Each Board member volunteered to review various polices.

Supervisor Report: Code Enforcement Report. Supervisor Lazet provided a verbal update on code enforcement issues.

Supervisor Report: Bereavement Leave. The Board members expressed their sincere sympathy to Shirley Harmon on the loss of her son. The Township does not have a bereavement leave policy. The Board felt it was appropriate to offer Shirley Harmon bereavement leave.

MOTION Lazet, seconded Kean, to grant the Office Secretary three days paid bereavement leave, with an additional two paid days of bereavement leave available upon written request to the Supervisor or Clerk by the Office Secretary, with the costs coming from *General Services – Office Secretary (GL#101-210-704.000)*.

Roll Call Vote

Ayes: Lazet, Kean, McNeilly, Lacasse, & Lewis
Nays: None

Supervisor Report: Pavilion Electrical Work. After the concrete floor of the pavilion was removed, it was discovered the electrical wiring did not meet code. If the DDA will not consent to adding this additional cost to the contract, the Township will be liable for the expenditure.

MOTION Lazet, seconded Lewis, to authorize the expenditure, up to \$500, for emergency electrical work on the Pavilion if the cost is not covered by the Vevay Township DDA under the existing contract with the firm performing the work on the Pavilion. Costs would be paid from *Building&Grounds, Townhall Grounds Repair & Mainenance (outside)*, (GL #101-265-932.000).

Roll Call Vote

**Ayes: Lewis, Lazet, Kean, McNeilly, & Lacasse
Nays: None**

Supervisor Report: Athletic Field Weed Control. The area surrounding the Township Hall and new athletic field has not been treated for weeds in several years. This would be a one-time treatment.

MOTION Lazet, seconded McNeilly, to authorize the expenditure, up to \$1,000, for weed control work on the Town Hall Grounds and especially on the newly renovated athletic fields. Costs would be paid from *Building&Grounds, Townhall Grounds Repair & Mainenance (outside)*, (GL #101-265-932.000).

Roll Call Vote

**Ayes: Lacasse, Lewis, Lazet, Kean, & McNeilly
Nays: None**

Supervisor Report: Special Board of Trustee Meeting for Zoning Ordinance Amendment. The Planning Commission is meeting on May 19, 2021. The Board of Trustee's may need to meet on May 20, 2021 to consider approval of an amendment to the Zoning Ordinance, Sec. 3.27, Solar Energy Systems.

MOTION Lazet, seconded Lewis, to schedule a special meeting of the Board of Trustees on Thursday, May 20, at 1:00 pm, for the purpose of considering an amendment to the Zoning Ordinance, Sec. 3.27, Solar Energy Systems.

Roll Call Vote

**Ayes: McNeilly, Lacasse, Lewis, Lazet, & Kean
Nays: None**

Supervisor Report: Gravel Mining Regulation. It was the consensus of the Board to send a letter to Senator Hertel and Representative Hope expressing opposition of the Board, on behalf of the Township to the passage of SB 429-431 in their current form, essentially removing control and citizen input into the siting, operations, and closure of gravel and sand mines.

Treasurer Report: DDA Bank Account from CP Federal Credit Union. Treasurer Lewis received an unrecorded bank statement from CP Federal Credit Union with a balance of \$5.00. The balance represented interest from a DDA certificate of deposit. The \$5.00 was recorded as interest and the account was closed.

Treasurer Report: Revenue Sharing Update. State Revenue Sharing representing the months of January thru March in the amount of \$53,216.00 has been received. This is a 4% increase over 2020.

Trustee McNeilly: Planning Commission. The Commission continues their work on ordinance revision. There has been a public hearing scheduled for the proposed amendment to Zoning Ordinance 3.27 (4)(b) Solar Energy Systems/Ground Mounted. The public hearing for the proposed amendment to Screening and Landscaping will be discussed in June.

MTA Conference Report. Clerk Kean reported on her conference sessions. The computer link to all sessions was emailed to registered members and will be available for 60 days.

Any Other Business. Clerk Kean distributed a previous copy of the Vevay Voice newsletter. This newsletter is included with the July tax bill. Clerk Kean requested that each Board member develop their submission for the newsletter which will be due in June.

Additional Public Comment. Jeff Carter, 3379 Tomlinson Road and Mary Ruttan, 266 S. Every Road spoke on Township business.

Adjournment. The meeting adjourned at 8:33 p.m.

JoAnne Kean, Clerk

Recording Deputy Clerk Ruttan