



WOW! 2022 – First Quarter Franchise Fees. \*filed  
Direct TV Franchise Fee Quarterly Payment 3-31-22. \*filed

**MOTION Kean, seconded Lacasse, 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.

**Michigan Uniform Video Service Local Franchise Agreement.** Mr. Miller explained the current Comcast large expansion project which includes Lansing, Delhi Twp., and Mason. Once Comcast has expanded to Mason, there will be an opportunity to extend into Vevay Township. The service would be provided through fiber coaxial cables either underground or aerial. As required by law, a Franchise Agreement must be executed. The Board reviewed the 10-year franchise agreement, completed the 3% annual service provider fee and the 0% Public, Education, and Government (PEG) fee. Attorney Revore has reviewed the agreement.

**MOTION Lazet, seconded Kean, to adopt the Uniform Video Service Local Franchise Agreement in substantial form as amended to include a 3% gross revenue franchise fee, 0% PEG fee and to authorize Supervisor Lazet to execute the agreement.**

**Roll Call Vote**

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

**2023 Local Roads Program.** Kelly Jones distributed a listing of past, current, and potential future road projects including cost estimates. Ms. Jones discussed the instability of County funding, their capacity and commitment to the Local Road Program, the costs of paving and chip sealing, and the use of a Special Assessment District for road funding. The current estimate to pave one mile of road is \$86,000 for direct material cost plus \$22,000 for indirect costs. The Township's match is one-half of the material costs. The Ingham County Road department will provide free chip sealing the year following the paving of a road. Ms. Jones has applied to the County for American Rescue Plan Act (ARPA) funding and would appreciate a letter of support from Vevay Township.

**Public Comment.** 69<sup>th</sup> House District Representative Julie Brixie introduced herself. Due to redistricting, Representative Brixie is a candidate for the 73<sup>rd</sup> House District which includes Vevay Township. Representative Brixie provided her educational background, governmental experience, and the current platform of her campaign.

**Michigan Steam Engine & Threshers Club Outdoor Assembly Permit Application 22-01,**

The Township has received an application for an Outdoor Assembly Permit from the Michigan Steam Engine & Threshers Club. The Ingham County Sheriff and Ingham County Health Department have been notified of the event. Clerk Kean stated the Health Department well water samples cannot be completed until just prior to the event.

**MOTION Kean, seconded Lacasse, to grant the Michigan Steam Engine & Threshers Club an Outdoor Assembly Permit for the annual event on July 29 through July 31, 2022, contingent upon receipt of the remaining required documents.**

**Roll Call Vote**

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

**PA 116 Applications (2) by Chris & Ali Nammack on Kipp Road, Mason.** Clerk Kean referred the Board to the two PA 116 application agreements. Application number 2022-01 is a 20-year agreement from Chris and Ali Nammack for 204.43 acres in sections 17 & 18 on Kipp Road. Application number 2022-02 is a 20-year agreement from Chris Nammack for 3.8 acres in section 18 on Kipp Road. Letters were sent to the reviewing agencies; 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 are 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, 2022, to be effective for the current year.

**MOTION Lewis, seconded McNeilly, to approve and forward to the State of Michigan the PA 116 application #2022-01 from Chris and Ali Nammack for 204.43 acres in sections 17 & 18, and application #2022-02 from Chris Nammack for 3.8 acres in section 18, contingent upon favorable reviews by the Tri-County Planning Commission and the Ingham Conservation District.**

**Roll Call Vote**

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

**Office Assistant Position Vacancy Update.** The one candidate that applied for the position has taken another position. The position has been reposted. Janice Smith, Deputy Treasurer, has offered to work additional hours until the position can be filled. Trustee Lacasse recused himself from discussion and voting on the following motion:.

**MOTION Lazet, seconded Kean, to authorize the interim appointment of Janice Smith as Office Assistant effective immediately for up to 15 hours per week at the hourly pay rate of \$16.00 to be charged to GL #101-210-704.000. This interim appointment is valid until a permanent Office Assistant has been hired. The additional hours will not affect her weekly Deputy Treasurer hours.**

**Roll Call Vote**

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

**Retiring Office Secretary Leave Time.** Shirley Harmon will be retiring effective May 31, 2022. She has earned a total of 11.5 hours of accrued vacation time. Treasurer Lewis noted that federal law requires she be paid for these hours upon leaving Township employment.

**MOTION Lazet, seconded McNeilly, to authorize payment to Shirley Harmon, the accrued vacation hours up to 11.5 at her current rate of pay on her last paycheck. Shirley Harmon is retiring effective 5/31/22.**

**Roll Call Vote**

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

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

**MOTION Kean, seconded Lewis, to approve the Disbursement Authorization Report for General Fund Checks #31729-31775, EFT's #530, #531, #532, #533, and #534 for a total of \$31,548.14.**

**Roll Call Vote**

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

**Supervisor Report: Zoning Administrator-4 Hours for Training/Reading/Learning Zoning Ordinances.** Zoning Administrator Aaron Barden has completed his first informal evaluation.

**MOTION Lazet, seconded Lacasse, to authorize the expense and payment to Aaron Barden, Zoning Administrator, 4 hours of Training/Reading/Learning time at the rate of \$30.00 per hour for a total of \$120.00 to be charged to Zoning Administrator/Code (GL #101-371-828.000). These hours are to be paid June 1, 2022.**

**Roll Call Vote**

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

**Supervisor Report: Authorization Request for Playground Mulch for the Township Playscape.** The playscape needs to be brought up to standard for safety purposes. Supervisor Lazet spoke with a certified playground installer. The recommendation was to add about 2 inches of Playground Mulch or KidKarpet. After review of suppliers, Hammond Farms was the least expensive.

**MOTION Lazet, seconded McNeilly, to authorize the expense and payment up to \$500 to Hammond Farms for the purchase of 16 cubic yards of mulch for the playscape to be charged to Recreation Maintenance and Repairs Outside (GL #101-751-932.000).**

**Roll Call Vote**

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

**Supervisor Report: ARPA Fund Expenditure Commitments.** Supervisor Lazet would like to establish ad hoc committees for recommendations on ARPA fund expenditures. Clerk Kean offered to research and make recommendations on a new website. Supervisor Lazet will make recommendations on the cemeteries, Township building & grounds, and road maintenance. Discussion followed on including a survey in the July tax bill.

**Board Appointments.**

**MOTION Lazet, seconded McNeilly, to re-appoint the following:**

<b>Fred Northrup</b>	<b>DDA</b>	<b>4-Year Term 4/5/22 to 4/5/26</b>
<b>Robert Benstein</b>	<b>DDA</b>	<b>4-Year Term 4/5/22 to 4/5/26</b>
<b>Jack Cady</b>	<b>Planning Commission</b>	<b>3-Year Term 5/17/22 to 5/17/25</b>

**Roll Call Vote**

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

**Treasurer Report: General Fund Financial & Revenue Sharing Graphs.** Treasurer Lewis reviewed the graphs on the general fund financial report and revenue sharing for the month of April.

**Treasurer Report: MMTA Training.** Treasurer Lewis thanked the Board for the approval of attendance. He completed the first year of a three-year program requirement for Treasurer Certification. The information presented at the conference was exceptional and the networking opportunities were invaluable.

**Clerk Report: MTA Annual Conference.** Clerk Kean thanked the Board for the approval of attendance. However, the virtual attendance did not include several sessions. For example, the legislative update, election update, ARPA funding, and employment law update. The session on Safety Through Situational Awareness was very informative.

**Trustee McNeilly: Planning Commission.** The Planning Commission continues to work on the Zoning Ordinance amendments to Home Occupation. Member Pinkerton is working on an update to the Large Solar Ordinance.

**Trustee McNeilly: Recreation Commission.** The Recreation Commission continues to work on messaging including a power point presentation and tri-fold brochure. The power point presentation needs Board approval and will be presented at the next meeting. The Commission is working on developing a design concept and recognition signage to be installed at the Township Park. The signage will keep the residents informed on our progress with the 5-year Master Recreation Plan.

**Any Other Business.** Clerk Kean stated the annual financial audit for fiscal year ending 3/31/22 will be conducted tomorrow (5/12/22). The August Primary election will have two tax proposals from Ingham County and one tax proposal from the Capital Area District Library.

**Additional Public Comment.** None

**Adjournment.** The meeting adjourned at 8:15 p.m.

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JoAnne Kean, Clerk

Recorder Deputy Clerk Ruttan