

Items Removed from Consent Agenda - Discussion. None.

Public Comment. None.

Old Business. None.

CADL 2021 Annual Report – Mason Branch Head Librarian Heather Goupil and Executive Director Scott Dimitra. Executive Director Scott Duimstra provided information on the current CADL ballot proposal. Mason Branch Head Librarian, Heather Goupil, introduced CADL Board members and presented a synopsis of the Capital Area District Libraries 2021 annual report “Standing Strong”.

Outdoor Assembly Permit Request from EAA Chapter 55.

The EAA Chapter 55 has submitted application number 2022-02, requesting an Outdoor Assembly Permit and that the required \$250 application fee and bond requirement be waived. EAA is a not-for-profit Corporation that provides Scholarships to Lansing Community College and other schools in Michigan. The “Mason Aviation Day” is a family-oriented event with free admission and parking. The waiving of the fee and bond for the EAA has been a long-standing practice.

MOTION Lewis, seconded McNeilly, to grant the EAA Chapter 55 an Outdoor Assembly Permit for Mason Aviation Day on August 20, 2022, and to waive the \$250 application fee and bond requirement contingent upon receipt of all required documents.

Roll Call Vote

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

Nays: None

Resolution for Committed Fund Balances for Fiscal Year 3-31- Clerk Kean explained the resolution is an audit requirement.

**TOWNSHIP OF VEVAY
INGHAM COUNTY, MICHIGAN
RESOLUTION FOR COMMITTED FUND BALANCE FOR
FISCAL YEAR ENDING 3/31/22
RESOLUTION #22-12**

At a regular meeting of the Township Board of Trustees of the Township of Vevay, Ingham County, Michigan, held in the Township Hall, 780 Eden Road, Mason, Michigan 48854 on the 15th day of June 2022.

PRESENT: Supervisor Lazet, Clerk Kean, Treasurer Lewis, Trustee Lacasse, and Trustee McNeilly

ABSENT: None

The following Preamble and Resolution was offered by Kean and supported by Lacasse.

WHEREAS, the Government Standards Accounting Board (GASB) has issued Statement

No. 54 establishing a hierarch clarifying the constraints that govern how a government entity can use amounts reported as fund balance; and

WHEREAS, the Board of Trustees is the highest level of decision-making authority, and has the authority to commit, assign, or evaluate existing fund balance classifications and identify the intended uses of committed or assigned funds; and

WHEREAS, the Board of Trustees has a committed fund known as the Hawley Cemetery Fund, previously considered an “endowment” and restricted fund: and

WHEREAS, the Board of Trustees’ through its officials and legal counsel have researched Howley Cemetery documents, the committed fund and its establishment, and determined that said committed fund is not an “endowment fund” subject to the Uniform Prudent Management of Institutional Funds Act, PA 87 of 2009; and no “gift instrument” transferred the Hawley Cemetery or any of its assets to the Township; and

WHEREAS, the committed fund balance classification reflects amounts subject to internal constraints self-imposed by the Board of Trustees; and

WHEREAS, once the committed fund balance constraints are imposed, it requires the constraint to be removed by the Board of Trustees prior to redirecting the funds for other purposes; and

WHEREAS, THE Board of Trustees has determined it will commit \$25,401.82 or the balance of committed funds known as Hawley Cemetery Fund (211) (Investments and Savings) to the Hawley Cemetery Fund; and

WHEREAS, the Board of Trustees has determined it will use the committed Cemetery Fund for the preservation, special maintenance, repair, and purchase of equipment for said preservation, special maintenance, repair, and to make capital improvements, and as otherwise necessary to maintain and improve Hawley Cemetery.

NOW, THEREFORE, be it resolved, that the Board of Trustees of Vevay Township, in accordance with the provisions of GABS 54 hereby commits, Cemetery Fund balance for the preservation, special maintenance, repair, and purchase of equipment for said preservation, special maintenance, repair, and to make capital improvements, and as otherwise necessary to maintain and improve Hawley Cemetery; and said Cemetery Fund cannot be used for any purpose other than directed above, unless the Board of Trustees adopts another resolution to remove or change the constraint.

NOW, THEREFORE, BE IT RESOLVED that Resolution #22-12 is hereby adopted effective June 15, 2022.

MOTION Kean, seconded Lacasse, to Adopt Resolution #22-12 Committed Fund Balance for Fiscal Year 2022-23 as presented.

Roll Call Vote

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

RESOLUTION DECLARED ADOPTED

Presentation by Roger Cargill on Parks & Recreation. Recreation Commission Chairperson, Roger Cargill, presented a power point presentation called “Live and Play in Vevay”. The Recreation Commission members will use this pitch deck to promote the vision of the Vevay Township Recreation Master Plan and for fundraising opportunities. The Board members provided oral and written feedback on the presentation. Supervisor Lazet provided an update on the future of the Ingham County Trails and Parks Millage Grant and recent county funding actions.

Motion McNeilly, seconded Lacasse, to authorize the Power Point Presentative as amended and known as “Live and Play in Vevay” to be used for informational and fundraising opportunities for the projects detailed in the Vevay Township Recreation Master Plan.

Roll Call Vote

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

Authorization Request for the Treasurer to attend MMTA Zoom Meetings for FY 2022-23. Treasurer Lewis stated the “Treasurer-to-Treasurer” virtual meetings are valuable and provide relevant information.

MOTION Kean, seconded McNeilly, to authorize the expense and payment up to \$150.00 for the MMTA Monthly meetings for the fiscal year ending 3/31/23 charged to Treasurer Office Educational Mtgs (GL #101-253-960.000)

Roll Call Vote

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

Authorization Request for Clerk to execute MERS 457 Plan Payment. The Board members previously approved the MERS 457 Plan. Upon reporting of the month withholdings, it was determined that the reporting and payment submission is one function. The Defined Benefit Plan which is a twostep process.

MOTION Kean, seconded McNeilly, to authorize the Clerk’s Office to execute the monthly funding of the MERS 457 Plan Wage and Contribution Report. The Treasurer’s Office will

Authorize the funding prior to the execution of the payment for internal control purposes.

Roll Call Vote

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

Authorization Request to Display “Night Box” Public Notice Sign Per Zoning Ord. Section 20.04(13). Clerk Kean explained there are questions from residents regarding where to return their ballots in the evenings and weekends. Zoning Ordinance Chapter 20 Sign Section 20.04(13) was referenced.

MOTION Lewis, seconded Lacasse, to display a public notice sign indicating to voters where to return their absentee ballots considering the many resident questions and calls about where to return their ballots in the evenings and weekends when the office is closed as allowed in Section 20.04(13). The flag will be displayed for both the August Primary and November General elections.

Roll Call Vote

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

Pre-payment for Cellular Alarm Communicator Unit/Security Alarm System. The cellular alarm communicator is currently running on 3G. The 3G service is being discontinued. It is required that we prepay for the replacement part to be put on the waiting list because of the high demand for the part.

MOTION Kean, seconded by McNeilly, to authorize the expense and pre-payment to Central Security Alarm System in the amount of \$195.00 for an upgrade to the Cellular Alarm Communicator because of the elimination of 3G service, charged to Township Hall Supplies (GL #101-265-728.000).

Roll Call Vote

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

Office Assistant Position Vacancy. The two previously interviewed candidates accepted other positions. It was a consensus of the Board to hold a special meeting on June 17, 2022, to interview another prospective candidate.

Acceptance of Two Park Bench Donations from Spartan Barricading/McNeilly Family and Dale A. Ruttan Family. The Board expressed sincere appreciation for the donations. Clerk Kean explained a written thank you will be sent including the documentation for a tax deduction.

Motion Lewis, seconded Lacasse, to accept and thank Spartan Barricading/McNeilly Family and the Dale A. Ruttan Family for the generous funding donation of \$1,473.33 for two park benches for the Vevay Township Community Park. A written acknowledgement will be

provided for tax deduction purposes.

Roll Call Vote

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

Accounts Payable Disbursement Authorization. Clerk Kean reviewed the Disbursement Authorization Report highlighting several invoices.

MOTION Kean, seconded Lewis, to approve the Disbursement Authorization Report for General Fund Checks #31776-31834, EFT's #535, #536, #537, #538, #539, #540 and #541 for a total of \$46,787.74

Roll Call Vote

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

Supervisor Report: Revised Revenue Sharing for 2022-2023. Revenue sharing is being received as budgeted. Due to a higher than expected inflation rate, Supervisor Lazet anticipates the need for some budget adjustments mid fiscal year.

Supervisor Report: City of Mason Community Conservation Mtg re: 20-year Master Plan. Supervisor Lazet and Treasurer Lewis attended the City of Mason's public hearing on their 20-year Master Plan. There are no annexation plans and the plan seems to hold Vevay Township harmless.

Supervisor Report: Mason Jewett AP re: North/South Runway. The Airport Authority would like a letter of support for the elimination of the grassy North/South Runway of their Master Plan. Discussion followed, it was the consensus of the Board to not take a position and decline writing the letter of support.

Supervisor Report: ARPA Fund Expenditure Commitments. Supervisor Lazet explained the timeline for the obligation and expenditure of ARPA funds. The expenditures will center around three of the Township's priority areas: Digitization, Township Assets, and Roads. To foster transparency, the Board members reviewed the "Note to Residents on Federal Funding for the Township" that will be included in the July tax bill. Estimates for cemetery tree removal and office website design were discussed.

MOTION Lewis, seconded McNeilly, to amend the 2022-23 fiscal year budget in the amount of \$200,000 and make the following budget adjustments:

Other Federal Grants (ARPA) (GL #285-000-528.000) in the amount of \$200,000
Provision of Government Services (ARPA) (GL #285-000-965.000) in the amount of \$200,000

Roll Call Vote

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

Supervisor Report: Legislative Updates. Supervisor Lazet provided an update on gravel mining legislation. It was the consensus of the Board that Supervisor Lazet attend the next House of Representatives hearing. There will be further discussion at the June 17, 2022, special meeting.

Treasurer Report: General Fund Financial & Local Community Stabilization Act for May. Treasurer Lewis reviewed the packet enclosed graphs.

Treasurer Report: 2022 Tax Bill. The July 2022 tax bill was reviewed for form. Printing of the tax bills will begin around June 23 and the tax bills will be mailed on June 30, 2022.

Industrial Facility Tax (IFT). Treasurer Lewis provided an update on the status of the IFT certificates for Capital Steel & Wire and XG Sciences.

Clerk Report: Election Update. The public accuracy testing of election equipment and the Vevay Township Election Commission meeting will be held on June 28, 2022, at 12:30 p.m. The August primary ballots will be mailed on June 24, 2022. A recall petition has been filed for a Dansville school board member with the County Clerk for signature verification for possible placement on the November general election. The Clerk's office will have limited office hours the week of June 20-24, 2022. The clerk and deputy clerk will be attending election training.

Trustee McNeilly: Planning Commission. The Planning Commission continues to work on Home Occupation and Solar Zoning Ordinances.

Trustee McNeilly: Recreation Commission. The Recreation Commission continues to work on messaging including the preparation of an informational and fundraising brochure.

Any Other Business. Clerk Kean informed the Board members the IRS mileage rate will increase on July 1, 2022. The MTA Ingham Chapter will meet on June 22, 2022. County Controller, Greg Todd, will be the speaker on the use of ARPA funds for Broadband. Supervisor Lazet provided an update on the concrete floor in the pavilion.

Additional Public Comment. Jay Jenkins, 2661 Tomlinson Road and Jeff Carter 3379 Tomlinson Road spoke on Township Business.

Adjournment. The meeting adjourned at 8:31 p.m.

JoAnne Kean, Clerk

Recorder Deputy Clerk Ruttan