

**VEVAY TOWNSHIP  
BOARD OF TRUSTEES  
Regular Meeting  
Wednesday, August 10, 2022, at 6:30 p.m.  
Vevay Township Hall – 780 Eden Road, Mason**

**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:** Karla Ruest candidate for Ingham County Commissioner 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.** All members were present.

**Set/Amend Agenda.**

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

<b>Roll Call Vote</b>	<b>Ayes: Lazet, Lewis, Lacasse, McNeilly, &amp; Kean Nays: None</b>
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**Consent Agenda.**

**Recommendations are preceded by an asterisk (\*).**

- Minutes for the Regular Mtg. 7-13-22. \*approved & filed
- Financial Reports – July 2022: 1) Cash & Investment Account Summary 2) Balance Sheets, 3) Revenue & Expenditure Report, and 4) Tax Check Register. \*received & filed
- Planning Comm. Regular Meeting 7-6-22 & Special Meeting 7-27-22 Minutes. \*filed
- Building Permit List July 2022. \*filed
- Code Enforcement Report July 2022. \*filed
- Correspondence from:
  - Mason Fire Department re: July Response Reports. \*filed
  - IC Sheriff Dept. Sgt. Newton Incident Report July 2022. \*filed
  - Annual Video Report from Direct TV. \*filed
  - Franchise Fees from Direct TV Quarterly Report ending 6-30-22. \*filed
  - IC Environmental Affairs Comm. Request for ARPA Funds Use on Environmental Sustainability. \*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.** County Commissioner candidate Karla Ruest thanked everyone for their support at the August 2, 2022, primary election.

**Office Assistant Position.** It was reported that last week candidate Natalia Catanzarite observed the office procedures and worked one-on-one with Supervisor Lazet and Clerk Kean. Both expressed positive results in Ms. Catanzarite willingness to learn, positive attitude, and dependability.

Clerk Kean expressed appreciation to Deputy Treasurer Smith for her “can do” attitude and willingness to “step up” during this time of transition.

**MOTION Kean, seconded Lacasse, to hire Natalia Catanzarite with the effective hire date of August 15, 2022, up to 24 hours per week, at the rate of \$15.25 per hour to be reviewed after a three-month probationary period.**

**Roll Call Vote**

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

**Ingham County Park Grant Acceptance for Project #TR097 Agreement.** Supervisor Lazet reviewed the agreement highlighting the sections on Lobbying and Political Activities and Compliance with the Law, specifically the Davis-Bacon Act. Landscape Architects and Planners (LAP) have worked with the Ingham County Park Grant Agreement before and are in full compliance with all requirements. The Agreement has been reviewed by Attorney Revore.

**MOTION Lewis, seconded Lacasse, to accept the Ingham County Trails and Parks Millage Grant Funds in the Amount of \$81,500 for the project entitled Vevay Township Community Park and 5-Year Recreation Master Plan (Project #TR097) and to authorize Supervisor Lazet to sign and execute the agreement between the County of Ingham and Vevay Township.**

**Roll Call Vote**

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

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

**MOTION Kean, seconded McNeilly, to approve the Disbursement Authorization Report for General Fund Checks #31889-31945, EFT’s #548, #549, #550, #551 #552 and #553 for a total of \$80,117.45.**

**Roll Call Vote**

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

**Supervisor Reports:**

**Parks, Grants, and Update re: Authorization to Conduct Survey.**

A survey is required to proceed with the easement agreement with Greif CorrChoice for the Vevay Township Park renovation. Attorney Revore is reviewing all documents.

**MOTION Lewis, seconded McNeilly, to authorize the expense and payment up to \$1,500 for a land survey for the execution of an easement agreement between Vevay Township and Greif CorrChoice Mason to be charged to provision of Govt Service (ARPA-Cemetery) (GL #285-000-962.000).**

**Roll Call Vote**

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

Supervisor Lazet presented the contract received from Landscape Architects and Planners to continue with the implementation of the Ingham County Trails and Parks Millage Grant for the feasibility study and Phase 1 development of the Vevay Park loop trail, playground, and ADA compliance.

**MOTION Kean, seconded McNeilly, to authorize Supervisor Lazet to sign and execute the contract from Landscape Architects and Planners in the amount of \$69,000 for the Feasibility Study for the Hayhoe Trailhead and Trail Connection to the Kipp/Eden Roads intersection and the Vevay Township Community Park – Phase 1 Development which includes the Loop Trail, Playground, and ADA Compliance to be charged to Parks & Recreation Professional/Contractual Services (GL #101-751-818.000) and Grant Match Expense (GL #101-751-971.000)**

**Roll Call Vote**

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

**Solar Array re: Moratorium Motion on Commercial Grade Development.** Supervisor Lazet provided an update on the proposed Solar Farm project by Ranger Power, a solar development company. This project includes the Townships of Vevay and Leslie. Leslie Township has already adopted a moratorium through July 1, 2023. The Planning Commission needs time to review and update the Solar Ordinances to address solar farms. Supervisor Lazet informed the Board that the ordinance for commercial permits for Large Wind Energy Conversions also needs revisions and recommended a moratorium for these permits as well.

**MOTION Lazet, seconded Lewis, to approve a moratorium of Special Land Use Permits for Large Solar Energy Systems & Special Land Use permits for Large Wind Energy Conversions Systems until July 1, 2023; and further to request the Township Planning Commission to thoroughly address these topics and make recommendations to the Township Board.**

**Roll Call Vote**

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

**Cemetery Tree Removal Update.** Top Notch Tree Care will begin to remove the designated trees next week. This includes the removal of all the wood and stump grinding. Several Vevay Township residents have expressed support for the removal of the dead trees.

**ARPA re: Township Hall Roof, Road Maintenance.** There was a general discussion on the use of ARPA funds which included the three priority areas of Digitization, Road Maintenance and Township Assets. Clerk Kean offered to coordinate the township hall renovation which includes the bathrooms. Supervisor Lazet will obtain estimates on roof and air conditioner replacement. Additional building security was discussed.

**Treasurer Reports - General Fund Financial.** Treasurer Lewis reviewed the packet enclosed graph explaining the movement of the ARPA funds to a new fund category.

**Summer Tax Collection.** Total collections to date are \$367,428 which represents 174 parcels. This is a little behind last year total collections of \$395,878 which presented 224 transactions. The total levy for 2022 is \$4,010,763.

**Clerk Report: Election Update.** Very successful Primary Election. Vevay had a 32.5% voter turnout. There were 685 absentee ballots and 298 precinct ballots cast. The moving of the absent voter county board to an off-site location was very successful. There were only a couple of minor issues. The County Board of Canvassers certified the election on August 9, 2022, and the State Board of Canvassers will begin certification on August 19, 2022.

**Trustee McNeilly: Planning Commission.** The Planning Commission continues to work on amendments to the home occupation and solar energy ordinances.

**Trustee McNeilly: Recreation Commission.** Recreation Chair Cargill made a presentation to the DDA asking for monetary support. The DDA asked for a scope of work before committing funding. The Commission continues to work on messaging which includes an informational/recognition sign for the park and a new tri-fold brochure. Trustee McNeilly showed an example of the proposed sign.

**MOTION Lewis, seconded Lacasse, to authorize the installation of a Vevay Township Community Park temporary construction sign in accordance with the Vevay Township sign ordinance to be charged to Parks & Recreation Supplies (GL #101-751-728.00).**

**Roll Call Vote**

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

**MOTION McNeilly, seconded Lewis, to authorize the Recreation Commission to spend up to \$3,000 for print and messaging expenditures to be charged to Supplies (GL #101-751-900.000).**

**Roll Call Vote**

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

**Any Other Business.** Supervisor Lazet provided an update on the successful completion of Zoning Administrator Aaron Barden probationary time. Supervisor Lazet will be attending the Ingham County Drain Commission upcoming special assessment hearings. The DDA draft minutes and MERS annual meeting formation were presented. Supervisor Lazet stated there are only 6 spaces left in the old section of Hawley Cemetery and about 190 spaces in the expansion area.

**Additional Public Comment.** Resident Jeff Carter spoke on township business.

**Adjournment.** The meeting adjourned at 7:51 p.m.

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JoAnne Kean, Clerk

Recorder Deputy Clerk Ruttan