

**VEVAY TOWNSHIP  
BOARD OF TRUSTEES  
Regular Meeting  
Wednesday, May 15, at 6:30 p.m.  
Vevay Township Hall – 517-676-9523**

**MINUTES**

**Members Present:** Supervisor John Lazet, Clerk JoAnne Kean, Treasurer Christopher Lewis, Trustee Richard Lacasse, and Trustee Patricia McNeilly  
**Members Absent:** None  
**Staff Present:** Brett Linsley  
**Others Present:** County Commissioner Karla Ruest, Ingham County 9-1-1 Dispatch Services Manager Kyla Carranco, Resident James Myall, 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.** Roll call was taken, and all members were present.

**Set/Amend Agenda.**

Deletions: None

Additions: Treasurer Reports: Distribution of Draft Policies on Over/Short & Investments

**MOTION McNeilly, seconded Lewis, to adopt the agenda as amended.**

**Roll Call Vote**

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

**Public Comment.** Resident James Myall requested the Board of Trustees to consider waiving the fee for his recent fire run.

Ingham County 9-1-1 Dispatch Services Manager Kyla Carranco presented information on RAVE, the County's new emergency notification program.

County Commissioner Karla Ruest updated the Board members on an upcoming roads project to take place at the corner of Columbia and College Roads. She also informed the Board that Ingham County will have the following two millages on the August ballot: Ingham County Elder Persons Millage and Ingham County Basic Health Services Millage.

**MOTION Lewis, seconded Kean, to amend the agenda to add resident James Myall's request to waive his fire run fee (Report #2024-72).**

**Roll Call Vote**

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

**Resident Request to Waive Fire Run Fee.** The Board members discussed resident James Myall's request to waive his fee for a fire run. The City of Mason's fire run report (#2024-72) was reviewed. Mr. Myall's public comments as well as the current burn permit stipulations were also reviewed. It was the consensus of Board members to postpone the issue until next month's meeting in order to obtain additional information from Mason Fire Department.

**Consent Agenda.**

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

- Minutes for the Regular Meeting, on 4-10-24. \*approved & filed
- Financial Reports – April 2024: 1) Cash & Investment Account Summary 2) Balance Sheets, 3) Revenue & Expenditure Reports, and 4) Tax Disbursement Report. \*received & filed
- Planning Commission Regular Meeting Minutes 4-3-24. \*filed
- Recreation Commission Regular Meeting Minutes 4-4-24. \*filed
- Building Report – April 2024. \*filed
- Code Enforcement Report – April 2024. \*filed
- Correspondence from:
  - Mason Fire Department April 2024 Report. \*filed
  - IC Sheriff Office. Sgt. Newton Incident Report for April 2024. \*filed
  - DirectTV Franchise Fee 01-01-24 to 03-31-24. \*filed
  - Wide Open West Finance, LLC Franchise Fees. \*filed
  - Consumers Energy MPSC Case No. U21258. \*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.

**Old Business: Home Occupations Proposed Zoning Ordinance Amendment #68.57, Sec. 2.09 & 3.08.** The Board members discussed updates to Zoning Ordinance #68.57 regarding Home Occupations. Within the Table of Uses in Section 5.02 and 6.02, language was changed from "Home occupation" to "Home-based business."

**MOTION McNeilly, seconded Kean, to amend Ordinance No. 68 as follows:**

**VEVAY TOWNSHIP  
INGHAM COUNTY, MICHIGAN  
ORDINANCE NO. 68.57  
PREAMBLE**

**AN ORDINANCE TO AMEND ORDINANCE NO. 68, THE  
VEVAY TOWNSHIP ZONING ORDINANCE, AND  
SPECIALLY TO AMEND CHAPTER 2, SECTION 2.09  
DEFINITIONS - H.; TO AMEND CHAPTER 3, SECTION 3.08,**

**HOME OCCUPATIONS; TO AMEND CHAPTER 5, SECTION 5.02, TABLE OF USES; TO AMEND CHAPTER 6, SECTION 6.02, TABLE OF USES; TO ESTABLISH PENALTIES AND LEGAL PROCEEDINGS, ET AL; TO REPEAL ANY ORDINANCES IN CONFLICT THEREOF; AND TO PROVIDE AN EFFECTIVE DATE HEREOF.**

**Roll Call Vote**

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

**(Note: The Official record of Ordinance No. 68.57 is printed in its entirety in *Vevay Township Ordinances, Volume II.*)**

*ORDINANCE DECLARED ADOPTED.*

**Outdoor Assembly Permit Application 24-01 from the MI Steam Engine & Threshers Club.**

The Township has received an application for an Outdoor Assembly Permit from the Michigan Steam Engine & Threshers Club. As required, Clerk Kean informed the Board members that the Ingham County Sheriff Office and the Ingham County Health Department have been notified of the event scheduled. Other required documents will be received closer to the event.

**MOTION Kean, seconded Lewis, to grant the Michigan Steam Engine & Threshers Club an Outdoor Assembly Permit for the annual event on July 26 through July 28, 2024, contingent upon receipt of the remaining required documents.**

**Roll Call Vote**

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

**Association of Public Treasurers of the United States and Canada.** Treasurer Lewis presented information and requested the Board consider approving his participation in the Association of Public Treasurers of the United States and Canada.

**MOTION Lewis, seconded Lacasse, to authorize the expense and payment in the amount of \$159 to the Association of Public Treasurers of the United States and Canada for their annual membership dues to be charged to Dues & Subscriptions GL #101-101-958.000.**

**Roll Call Vote**

**Ayes: Kean, McNeilly, Lacasse, Lewis & Lazet  
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 April 11, 2024, to May 15, 2024, for General Fund Checks #32886-32912, Direct Deposits DD202-DD232, and EFT's 676-682, for a total of \$53,026.61.**

**Roll Call Vote**

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

**Trustee McNeilly Reports - Planning Commission- Ordinance Codification Update.** Trustee McNeilly reviewed information on ClearZoning software that a representative from Giffels Webster presented to the Planning Commission. The Planning Commission made a motion requesting the Board of Trustees approve purchase of the software for digitizing the Zoning Ordinance. The Board members discussed utilizing the digitalization process as an opportunity to make any needed revisions to the existing Zoning Ordinance.

**Recreation Commission:** Trustee McNeilly reported that the Recreation Commission is considering establishing rules and policies for the Township's recreational grounds. They will begin review at their next meeting. Supervisor Lazet said he has been communicating with Mason City Manager Deborah Stuart about a potential memorial tree or bench for the Township's recreational grounds.

**Supervisor Reports - Project Manager's Resignation.** Supervisor Lazet said that he is not actively seeking a replacement for the recently vacated Project Manager's position. Clerk Kean noted that a replacement could be useful for walk-ins/counter support, and some up-coming Election required deadlines such as ballot processing.

**Millage Rollback & Veterans Exemption Update.** Supervisor Lazet reviewed recent information from Ingham County regarding millage reductions related to the Headlee Amendment, and changes to Veterans Exemptions.

**MERS, Ordinance and Funding.** Supervisor Lazet updated the Board members on progress made with funding the Township's pension liability. The Board members discussed potential options for a new pension program for future Township employees who work 30 hours per week.

**Fire Contract Update.** The Township's contract with City of Mason for fire services expires this year. Supervisor Lazet is discussing rate changes with Mason City Manager Deborah Stuart in preparation for renewing the contract.

**Treasurer Report: General Fund Financial & Revenue Sharing Graphs.** Treasurer Lewis updated the Board on income and expenditures, interest rate returns, and upcoming expenses. Also, Mr. Lewis distributed revised drafts of an Over/Short Policy to address small over and under-payments, and an Investment Policy that reflects compliance with additional provisions to Public Act 20. These policies will be discussed/approved at next month's meeting.

**Any Other Business.** None.

**Additional Public Comment.** None.

**Adjournment.** The meeting was adjourned at 8:07 p.m.

  
JoAnne Kean, Clerk

Recorder Brett Linsley