

**VEVAY TOWNSHIP  
BOARD OF TRUSTEES  
Regular Meeting  
Wednesday, January 15, 2025 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  
**Members Excused:** Trustee Patricia McNeilly (with notice)  
**Staff Present:** Deputy Clerk Tracy Ayres  
**Others Present:** None

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

**Roll Call/Excused Member.** Roll call was taken, and a quorum was present.

**Set/Amend Agenda.**

Deletion: Digitizing Zoning Ordinance.

**MOTION Kean seconded Lewis, to approve the agenda as amended.**

**Roll Call Vote**

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

**Nays: None**

**Excused: McNeilly**

**Consent Agenda.**

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

- Minutes for the Regular Meeting on 12-3-25, 12-11-25. \*approved & filed
- Financial Reports – December 2024: 1) Cash & Investment Account Summary 2) Balance Sheets, 3) Revenue & Expenditure Reports, and 4) Tax Disbursement Reports. \*received & filed
- Recreation Commission Regular Meeting Minutes 12-5-2024. \*filed
- Building Report – December 2024. \*filed
- Code Enforcement Report – December 24. \*filed
- 2025 CAMCA Membership Dues for Clerk & Deputy Clerk. \*approved & filed
- Correspondence from:
  - Mason Fire Department December 2024 Report. \*filed
  - IC Sheriff Office Deputy Bandy – Incident Reports for Nov. & Dec. 2024. \*approved & filed
  - Capital Area District Library Mason Branch 2023 Report. \*filed
  - Consumers Energy Case No. U-21816 & U21806. \*filed

**MOTION Kean, seconded Lacasse, to approve the consent agenda as presented.**

**Roll Call Vote**

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

**Nays: None**

**Excused: McNeilly**

**Items Removed from Consent Agenda.** None.

**Public Comment.** None.

**Old Business:**

**MERS Defined Contribution Contract.** After discussion, it was the consensus of the Board that the normal retirement age for the Defined Contribution Plan will be 60 years of age.

**Vevay Township  
Ingham County, Michigan  
Resolution No. 25-01**

**TO ESTABLISH THE TOWNSHIP DEFINED CONTRIBUTION PLAN**

At a regular meeting of the Board of Trustees of the Township of Vevay, located in the County of Ingham, State of Michigan, held in the Vevay Township Hall, 780 Eden Road, Mason, MI 48854, on January 15, 2025, at 6:30 p.m.

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

ABSENT: Trustee McNeilly

The following preamble and resolution was offered by Kean and supported by Lazet:

**WHEREAS**, the Revised Statutes of 1846 Qualifications of Voters and Officers, MCL 41.110b, allows for the establishment of employment benefits.

**WHEREAS**, the Township enacted Ordinance No. 46, as amended, for employee benefits that includes pension benefits for certain qualified Township officers and employees.

**WHEREAS**, the Township enacts Ordinance No. 46.07, to amend Ordinance No. 46.07 for the establishment of the Township's participation in the Municipal Employees' Retirement System (MERS) Defined Contribution (DC) Plan for certain qualified Township officers and employees.

**THEREFORE**, be it Resolved, that the Township of Vevay hereby adopts the Municipal Employees' Retirement System (MERS) Defined Contribution Plan (DC) for certain qualified Township officers and employees, according to MERS DC Agreement and as provided herein.

- A. Township enacts Ordinance No. 46.08, to amend Ordinance No. 46.07 for the establishment of the Township's participation in the Municipal Employees' Retirement System (MERS) Defined Contribution (DC) Plan for certain qualified Township officers and employees.
- B. Township MERS Defined Contribution System:
  - 1. Township contributes 4% of employee wages into System.
  - 2. Township, additionally, will match employee contributions up to 3%.

3. Township and Employee matching funds count towards the applicable contribution cap.
  4. Employee vesting as follows:
    - a. 25% after 2 years, and
    - b. 100% after 4 years,
  5. Vesting Schedule. Normal Retirement Age of 60. If an employee is still employed with the municipality at the age specified here, their entire employer contribution balance will become 100% vested regardless of years of service.
  6. Participants may not borrow nor receive contributions from accounts or DC Plan prior to employment termination.
- C. The Township Board hereby authorizes the Township Supervisor and Clerk to execute all necessary documents and agreements to establish the Township's MERS Defined Contribution System.
- D. Resolution No.24-11 and all other Resolutions in conflict with the provisions of this Resolution be and the same hereby are rescinded.

AYES: Lacasse, Lewis, Lazet, Kean

NAYS: None      ABSENT: McNeilly

*The foregoing Resolution declared adopted.*

**Resolution Adopting the Earned Sick Time Act (ESTA) Policy – Update.** The Board received the most up-to-date revision of the ESTA resolution by Treasurer Lewis. Treasurer Lewis will attend Michigan Municipal Treasurers' Association to get more information on earned sick time policy and continue to watch developments.

**New Business:**

**2025 Passport Grant-Spalding DeDecker Proposal.**

**MOTION** Lewis, seconded Kean, to accept the proposal from Spalding DeDecker in the amount of \$4,500 to assist with the completion of the 2025 Passport Grant application for improvements at the Vevay Township Community Park. Furthermore, to authorize Supervisor John Lazet to sign the contract agreement between the parties.

Roll Call Vote

Ayes: Lazet, Kean, Lacasse & Lewis

Nays: None

Excused: McNeilly

**2024-25 Budget Adjustments.**

**MOTION** Kean, seconded Lazet, to authorize a 2024-25 Budget adjustment from MERS Retire Contribution – GL#101-237-715.000 for the amount of \$350 to be transferred to Defined Contribution ER – GL#101-237-717.000.

Roll Call Vote

Ayes: Lewis, Lazet, Kean & Lacasse

Nays: None

Excused: McNeilly

**Authorization Requests.**

**Purchase Request for New Printer & Monitors.**

**MOTION Lazet, seconded Kean, to authorize the purchase of one printer and two monitors up to \$600 charged to Central Office Supplies - GL#101-210-728.000.**

**Roll Call Vote**

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

**Nays: None**

**Excused: McNeilly**

**Attendance @ MTA Annual Conference/Educational Training.** After a brief discussion, the Board members stated that they were not interested in attending the MTA Capital conference nor the annual conference. In an upcoming budget work session, Supervisor Lazet would like to discuss the allowance of up to \$350 for education without prior Board approval. A suggested procedure could be an email notification to board members. Trustee McNeilly will be contacted to find out about her interest in educational training from MTA. Clerk Kean requested authorization to register for two lunch & learn sessions @ \$25 each.

**MOTION Lazet, seconded Lewis, to approve the MTA Lunch & Learn educational sessions for an amount not to exceed \$100 charged to Educational Mtgs - GL# 101-101-960.000.**

**Roll Call Vote**

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

**Nays: None**

**Excused: McNeilly**

**Board Appointments.**

**MOTION Kean, seconded Lacasse to approve the following residents to the Compensation Commission as follows:**

<b>Becky Brimley</b>	<b>5-Year Re-appointment</b>	<b>Term 10-1-23 thru 9-30-28</b>
<b>James Venier</b>	<b>5 Year Re-Appointment</b>	<b>Term 10-1-24 thru 9-30-29</b>
<b>Becky Bennett</b>	<b>2-Year Partial Appointment</b>	<b>Term 1-13-25 thru 9-30-26</b>

**Roll Call Vote**

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

**Nays: None**

**Excused: McNeilly**

**Accounts Payable Disbursement Authorization.**

**MOTION Kean, seconded Lacasse, to approve the Disbursement Authorization Report for December 12, 2024, to January 15, 2025, for General Fund Checks #33142-33174, Direct Deposits DD418-DD435, EFT's 725-730 for a total of \$56,941.12.**

**Roll Call Vote**

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

**Nays: None**

**Excused: McNeilly**

**Supervisor Reports:** Supervisor Lazet gave the following reports:

**Planning Commission.** The Planning Commission is working on the Master Plan update and Supervisor Lazet recommends contacting Cindy Dodge to hire as planning consultant. Ms. Dodge has retired from the Michigan Township Association after 18 years and is available to help townships with their mater plan review/updates.

**Recreation Commission.** Consultant Norm Cox, hired by Tri-County Regional Planning, attended the January Recreation Commission meeting. Their current plans are to connect the Lansing Regional Trail System to the Levine Regional Trail System by constructing it to Stockbridge by going along M-36/Dansville Road. Concerns regarding over 80 residences, and the hills and curves on Vevay's 2.3 miles of road were shared with the consultant. Supervisor Lazet said that the concerns shared by all were well received by Mr. Cox.

**Acceleration Solar, LLC – Solar Energy Facility.**  
**Acceleration Solar, LLC – Energy Storage Facility.**

It is Supervisor Lazet's plan to meet with Acceleration Solar after the Township has sent the response letter which is currently being drafted by legal counsel.

**IC Road Dept – 2025 Local Road Program.** Supervisor Lazet shared the Ingham County Road map showing road conditions. County recommendations were discussed. Supervisor Lazet recommends Hawley Road for repairs as a top pick and Rolfe Road as a second choice. The Township road match is just under \$60,000.

**Various Parcel Updates.** Supervisor Lazet updated the Board on a few township parcels.

**New Employee Update from Supervisor & Clerk.** Clerk Kean and Supervisor Lazet shared significant compliments regarding the new employee, Tracy Ayres. The combining of the two positions, Project Manager/Code Enforcement duties and the Deputy Clerk, have positively exceeded expectations in her beginning duties. Ms. Ayres has been a welcome addition to the office staff.

**FY 2025-26 Budget Prep.** Supervisor Lazet discussed county millages with the Board.

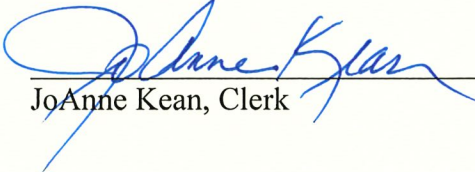
**Treasurer Report Graphs.** Treasurer Lewis briefly reviewed graphs for the December financials and revenue sharing. He distributed an update regarding winter tax collection by month.

**Overtime Policy Resolution.** Treasurer Lewis has drafted an Overtime Policy Resolution and reviewed it with the Board. No action taken.

**Any Other Business.** The Compensation Commission will meet during the month of February.

**Additional Public Comment.** None.

**Adjournment.** The meeting was adjourned at 7:27 p.m.

  
JoAnne Kean, Clerk

Recorder Deputy Clerk Ayres