

CASCO TOWNSHIP BOARD OF TRUSTEES
MINUTES, REGULAR MEETING
MONDAY, NOVEMBER 18, 2024 @ 7:00PM

Call to Order: Overhiser called meeting to order @ 7:00pm and led in the Pledge of Allegiance.

Present: Overhiser, Brenner, Macyauski, Fleming, & 25 interested people.

Absent: Clevenger

PUBLIC COMMENT: None

Reports:

Police

Deputy Zack Hoyt was present, he reported that in the next few months vacant houses maybe broken into and gas tanks at homes you should put cameras around them, diesel fuel is a popular one to siphon.

SHAES

Fire Chief, Brandon Hinz, reported that to date they have 2,374 calls, 372 were Casco calls, 34 fire & 21 ambulances. They have staffed twice a week at the Fire Station in Casco, the cadet program is going well, a new firemen person starts 12/3/24 he was with Berrien County before. A FEMA Grant just opened that they are going to apply for.

County

No report.

Library

Bob Sherwood, library board member, was present to give a report.

Library Parking lot expansion (up to 72 spaces) is in the planning process. Appropriations from Federal Government to State Department of Labor for \$1 Million to be split three ways between the library, City of Fennville and Fennville Schools. The balance of the parking lots expansion project will need to covered by a Millage. The library has also received a grant from the American Library Association for print material for those with vision issues.

Clerk

Cheri presented the minutes of the Regular Meeting, Oct. 18, 2024. Dan made a motion to approve the minutes. Supported by Paul. Dan had a correction on these minutes, in the Planning Commission -Also discussed was having an accessory building on the same

parcel. It should say dwelling instead of building. Cheri said she will correct that. No additional corrections. All Votes in Favor. Motion Carried.

Cheri made a motion to amend the following Budget Accounts:

General Fund

101-262-704.002	Election Wages	\$4,522.68
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101-262-709.000	Fica/Medicare	\$345.98
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Parks

208-751-802.003	Park Development	\$48,217.34
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Senior services

290-673-890.000	Senior Care Hospitality	\$213.89
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Supported by Dan, No corrections, All Votes in Favor. Motion Carried.

Because of the audit I had to create some new Depts & Accts to be able to complete the Journal Entries from the Audit.

General

101-000-083.000	Due from employees	
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101-000-543.000	Federal Grants	
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101-215-801.000	Treasurer- CPA Fees	\$2,600.00
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Extra Audit Expenses, because auditors spent an extra day on the Treasurer's Dept., and this caused the township to pay more than the contracted amount.

875.906.991.000	Dept Service Principal	
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875.906.995.000	Dept. Service – Interest	
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875.906.665.000	Int. earned – Capital Lease	
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875.000.084.000	Due from Fire Fund	
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208.000.543.000	Federal Grants	
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208.000.573.000	State Grants	
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290.673.801.000	Senior Services – VB Contracted Services	
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Supported by Paul. No discussion or corrections. All votes in favor. Motion Carried.

Cheri reported that on Oct. 18, 2024, we received a reimbursement from the State for the Aug. 6th election for the gross wages of the early voting workers in the amount of \$5,404.38 which is \$806.86 more than I submitted. I couldn't find on my copy of the form why it is more, but we'll take it.

The gross wages for Nov. 5 election for early voting workers including Kathy is \$6,918.11. The State reimburses us at \$15.00 per hour, we pay \$18.90 except for Kathy. I'm getting this information together for Rachel, the county will email to her with a form to fill out, the county submits the information to the state for reimbursement.

Nov. 5th election went very smoothly, our election workers, inspectors, did an excellent job, they all worked well together, our three new ones were great. We have never had to hunt for workers, they contact us, we don't even know them, we get them scheduled for training, then we meet them on election day. On Oct. 23rd we had a meeting with all the inspectors to what to expect on Election Day, and if there are any changes that the experienced workers need to know.

Mary Campbell, incoming Trustee would like to attend the virtual New Official's Training provided by MTA. Motioned by Overhiser, Supported by Macyauski. All votes in favor.

Treasurer

Cheri presented the balances of all funds as of 10/31/2024.

101	General Fund	\$1,267,440.02
204	Road Fund	\$1,126,870.65
206	Fire Fund	\$392,966.88
207	Police Fund	\$165,812.81
208	Parks & Rec Fund	\$186,248.41
209	Cemetary Fund	\$98,448.23

Cheri made a motion to approve the following bills in the amount of \$317,941.04

Checks 29452-29514 \$310,131.32

EFT 210 \$6,637.14

EFT 210 \$1,172.56

Supported by Macyauski. All votes in favor.

Planning

Survey for Master plan expired on Friday, November 16th so they will be taking a look at information from the survey.

Parks & Rec

Discussed the next step in access to the beach. We are looking closely at a pathway verses a staircase. Last meeting the Board approved \$1000 for having an engineering firm assess our project. Paul reported that Eagle has informed us they will not need to be a part of this project as we are not putting up any kind of structure or septic system. The engineering firm has advised us that most of this will be handled through permitting with Allegan County. Parks and Rec would like to move forward with the next step, which is coming up with a drawing. This is the preliminary work before we talk about financing or raising money. The engineering firm has not provided a formal quote but we are hoping to see that formal quote next week. Paul made a motion that we move forward with this plan. Support by Fleming. All votes in favor. This is contingent on the fund balance and will be addressed as funds are determined.

Macyauski also reported that purchased bulbs were planted at the Nature Preserve and fencing has been replaced as well at the Preserve. The new restroom is very close to ready, we are currently just waiting for a final inspection.

ZBA

Nothing to report at this time.

Senior Services

Mary Campbell reported on the activities that Senior Services has provided for the month of October, 2024. Programs will continue here until the end of the year. Beginning the week of January 6th, VB Senior Services will begin providing services. December 12th at 12:00 noon there will be a luncheon from VB Senior Services at Casco Township Hall to introduce our Seniors to new services.

Casco Township Senior Services Advisory Committee

Linda Teeter also reported that beginning January 6th, VB Senior Services will begin providing Senior Services both here in Casco and at the Senior Center in South Haven. Mondays will include exercise, lunch and cards. Thursdays will have some sort of activity and Fridays will have exercise, hot lunch and some sort of craft/bingo. VB Senior Services will be reaching out with a newsletter to inform residents of offerings for Casco Seniors. Moving forward, the Board will receive a monthly report breaking down how our Seniors are utilizing these services. For the next few months the Advisory Committee will meet monthly and then move to quarterly meetings.

SHAWSA

Water tower project continues in South Haven. Still in discussion on Covert Township joining SHAWSA, dependent on recent feasibility study due to Palisades.

OLD BUSINESS:

Hall Renovation

Hall Renovations talks continues. We are seeking a \$200,000 State Appropriation from Rep. Andrew's office for Senior Use. Supervisor Overhiser has informed us that we money in a fund specific to the Building Department which could also be used in this project as we would plan to move the building department into this new space as well. Motion was made by Macyauski to approve the application to move forward with the \$200,000 appropriation. Support by Brenner. All votes in favor. ROLL CALL: Fleming-YES, Brenner-YES, Overhiser-YES, Macyauski-YES, 1 absent.

NEW BUSINESS:

Cemetery Rates

Last time we raised rates was 2022.

Overhiser made a recommendation to adopt the following rates going forward:

Burial Rights Certificate/space

Resident \$200

Non Resident \$1100

Grave Openings

Resident \$675

Non Resident \$1100

Cremation

Residents \$225

Non Resident \$375

Mausoleum

Inspections \$200

Disinterment \$1100

Monument Foundations \$0.55/square inch

Motion made by Macyauski, Support by Fleming. All votes in favor.

Building Permit Extension Fee

Eric asked the Board to adopt a policy in the case when extensions are needed for building permits going past time limits. Discussion followed. Motion was made by Macyauski to grant extensions with zero additional fees. No changes made. Support by Fleming. All votes in favor.

Assessor's Contract

Overhiser provided a copy of the new contract that will be used in conjunction with the purchase of a new Ipad and software for making information more easily accessible in the field and bringing more efficiency to the Assessor's position. Motion was made to approve

by Brenner, Support by Macyauski. All votes in favor. ROLL CALL: Overhiser, YES. Brenner, YES. Macyauski, YES. Fleming, YES. 1 Absent.

Investment Policy Issues

After the recent Audit, the Board has been advised to move some funds into FDIC insured accounts. There are solutions available from Huntington Bank for options for sweep accounts that will allow us to correct the problem from our audit and also earn interest on these balances.

Delinquent Utilities

To be included in upcoming tax bills per the agreement with SHAWSA. We are required to include these on our Winter tax bill. Total \$2,689,19. Motion made by Overhiser, Support by Fleming. All votes in favor.

Fund Raising Platform

Nothing to report.

Other Business: Overhiser brought to the Board that the County has offered to put in a test well in Casco Township to monitor the aquafer. Discussion followed. Item was tabled to be discussed later. Motion to table by Fleming, Support by Macyauski. All votes in favor.

Public Comment: Julie Cowie, Casco Resident spoke to inform the Board and residents that she has started a Casco News Website to help residents stay informed on important information. She would like to collaborate in the future to help get info to our residents in a timely way.

Supervisor Overhiser led the Board in congratulations of Paul Macyauski on 25 years of service with the Township. His time with the ZBA, Parks and Recreations and as a Trustee

has been very much appreciated. He is an outgoing trustee but still plans to be a part of helping our Township.

Supervisor Overhiser also congratulated the outgoing Township Clerk, Cheri Brenner on her retirement after 12 years as Township Clerk and as a member of the Board of Review. Cheri has had many accomplishments in her time as Clerk and she was very integral in our BSA Software changeover. Cheri leaves large shoes to fill and will be missed.

Adjournment: 8:20 PM.