

Casco Township Board of Trustees  
Minutes, Special Meeting  
Monday, September 13, 2021 @ 7:00pm

Approved 9/20/2021

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

Present: Overhiser, Brenner, Macyauski, Clevenger & 3 people by virtual.

Absent: Fleming

Reason for Special Meeting:

1. Select Building Inspector Proposals
2. I.T. Right Contract
3. Point & Pay-Credit/Debit card payment service

**PUBLIC COMMENT:**

Aundria & Tony Quinn, 60 68<sup>th</sup> Street, inquiring about property 46 68<sup>th</sup> St., owned by Kevin & Mary Whiteford, concerning many noise complaints, multiple outdoor gatherings and they were suppose to have been sent multiple letters that they were in violation of building codes and that a citation was to have been issued. They are not aware that any action has been taken at this time.

Supervisor Overhiser said he would check with Al Ellingsen because he knew that Al was working with the Township Attorney on the situation.

Aundria thanked Allan for his time.

- **BUILDING INSPECTOR PROPOSALS**

Overhiser explained that Alfred Ellingsen is retiring this month, the Township needs to replace him.

Overhiser further went on to say that the township advertised for the position and that we have received two good proposals, one from Eric Davis, is formerly building inspector for Park Township and now for Saugatuck Township. His proposal would basically mirror Alfred's roll here at the township. He is an individual who would be available here at the township hall a couple days a week, he would be an employee just like Alfred is and would be compensated similar to him.

Michigan Township Services is the second proposal, this would be a contract, they would not be an employee, and they would basically operate out of Allegan except for inspections, they would be done on site. They did not want to commit to being at the hall although Tasha agreed to stay longer on Tuesdays to issue building permits. The compensation would be different, MTS would keep 90% of the fees and remit 10% back to the township. The benefits of MTS over not being an employee is that they would carry liability insurance, also they would do all of the administrative work themselves other than one of our employees doing that function.

The availability for the building inspector to be here at the hall would be a great benefit for the public to have that access. We would not have that type of access with MTS.

The amount of expenses that are generated are about \$10,000.00 that are charged to the building dept., we would only collect about \$6,000.00 from MTS in building fees, that would make us short in recouping our expenses.

Kenny made motion to hire Eric Davis to be Casco Township's Building Inspector. Paul supported.

Roll Call Vote: Paul, Kenny, Allan, Cheri, All yes votes.

Yahs: 4

Nays:0 with one member missing

Overhiser said it has been great working with Alfred, having him here at the hall to be available for the public.

- I.T. RIGHT – TECHNOLOGY SOLUTIONS CONTRACT

Kenny explained the itemized quote that Kathy put together showing what we actually need for the township. From I.T.'s original Annual Service Contract Bundle quote was \$9,200. This based on 5 desktops, 4 laptops and 1 server, we only need 4 desktops which lowered that quote \$720.00.

This would make the annual fee \$6,480.00, which is billed quarterly, the quarterly billing amount would be \$1,620.00. Including the \$2,000.00 initial onboarding setup and support fee with the adjustment of the \$720.00 the total contract amount would be \$8,480.00. The original start up contract amount was \$5,407.50, we eliminated the laptop that is used only for elections, that lowered the total to \$4,662.50, the combined total with both contracts is \$13,142.50.

Paul made motion to move forward and contract with I.T. Right. Kenny supported. No further discussion. All votes in favor. Motion Carried.

- POINT & PAY CREDIT/DEBIT CARD PAYMENT SERVICE.

Overhiser stated that the township has been looking into taking credit/debit cards for payment of various things, this service was presented a few months ago.

Kenny received a call from Gunplain Township Supervisor, they are changing their service from Point & Pay to I Cloud card payment service company. Kenny will research I-Cloud and hopefully have some information to bring to the 9/20/21 monthly meeting to review.

Allan announced that the township received a check from the Miami Parks Waste Water Association donated to the Parks & Recreation in the amount of \$499.00.

Motion to adjourn the meeting by Kenny. Supported by Paul. All votes in favor. Motion Carried.

Meeting adjourned at 7:35pm

Minutes Respectively Submitted by  
Cheryl Brenner, Clerk