

**CASCO TOWNSHIP BOARD OF TRUSTEES
MINUTES, REGULAR MEETING
MONDAY, JANUARY 21, 2019 @ 7:00PM**

Approved 3/18/2019

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

Present: Overhiser, Macyauski, Winfrey, Brenner, and 9 other interest citizens.

Absent: Judy Graff because of illness.

Public Hearing:

Alfred explained that they had a hearing in October. The Head house on 107th the parents both passed away, they had some mentally challenged children, the home went into receivership, went up for taxes, the property was sold to a Garcia, whom only had a P.O. Box# with no response. Garcia was sent a notice about this hearing here tonight. The building has gotten dangerous, it is falling into its self. Alfred said at this point in time he is asking the board to declare this a dangerous building and ask for it to be demolished.

Allan asked if Mr. Garcia is present, and no one responded to that name. Allan said to let the record show that Mr. Garcia is not present at this hearing.

Paul made motion to order this house to be determined dangerous and to be demolished. Lu supported the motion.

Roll Call Vote: Paul, yes, Lu, Yes, Cheri, yes, Allan, yes,
with one absent, Judy Graff.

Lu made motion to return to the public meeting. Paul supported.

Public hearing adjourned at 7:08pm.

Public Meeting began at 7:09pm

Greg King with Lakeshore Advantage did a presentation explaining what Lakeshore Advantage is about.

PUBLIC COMMENT:

John Barkley had a question about the new Rental Compliance position, he is wondering if we were advertising for this position, if we advertised in public papers, and if we have gotten any response?

Allan responded that we have advertised in the Holland Sentinel, South Haven Paper, Allegan News, and Herald Palladium and online job postings. We had one person that responded that he was interested and then when Allan called him, he was not interested.

Reports:

Police: Kurt is on vacation, but he gave Allan a report.

There were 65 calls last month, our new car is in, and hopefully it will be marked and ready to go in February.

Clerk:

Cheri had the minutes for the 12/17/19 Regular Meeting.

Paul made a motion to approve the 12/17/19 minutes. Lu supported them.

All votes in favor. Motion Carried.

Cheri discussed the fact that Proposal 3 passed that after the Nov. election we discussed the fact that if it was possible to purchase another tabulator. Because there will be a lot more AV ballot voters. Tim Allhouse with Governmental Business Service said the cost for another tabulator is \$5,400.00. He is going to submit a quote and Cheri will bring it to the February meeting. The discussion at the clerk's meeting that there isn't anything that can be done about the machines being slow, they are picking up more information than the older tabulator. The second tabulator will be used for AV ballots only.

John Barkley asked if we know what the best tabulator is and if we need to look and see if there is a better machine than the one that we have?

Cheri explained that at a Allegan County Clerk's Association we had four different tabulators there, Dominion was the one that everyone chose. Allegan County Clerk's office chose Dominion. Dominion is the one our old tabulator was.

Cheri had an amendment to the budget.

The state of Michigan changed the Chart of Accounts for governmental accounting. Cheri spent several days changing the old numbers to the new ones.

We have about 500 accounts, so that is the reason we need to amend the budget. The only things that will be changing is the numbers and on some of the descriptions will be different, of course the amounts will stay the same.

Allan reiterated that we are only changing the numbers but not the dollar amounts. Allan asked if there were any questions. We will be looking at a different number, they are effective as of right now.

Cheri made a motion to amend the budget because of the change of chart of accounts. Paul supported.

Roll Call Vote: Lu, yes, Allan, yes, myself Cheri, yes, Paul, yes.

Yahs: 4

Nays: 0 with Judy Graff absent

Cheri continued that the board voted to put on the budget for new accounting software with BS&A. That is why we wanted to get the new chart of accounts done because the new transition will be 3/11/2019. We made our first payment to BS&A of \$10,000.00, we will have two weeks of training with the general ledger, payroll, with the new software.

Treasurers Report:

The balances for all accounts are as follow:

General Fund	Balance	\$ 557,715.79
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Parks Fund	Balance	\$ 48,162.29
Senior Services Fund	Balance	\$ 46,024.65
Fire Dept Fund	Balance	\$ 349,003.85
Road Fund	Balance	\$ 468,819.39
Police Fund	Balance	\$ 88,304.64
Cemetery Fund	Balance	\$ 105,509.29
Collected Tax Account	Balance	\$1,130,884.12
102 nd Ave. SAD	Balance	\$ 41,168.53
Beach Drive	Balance	\$ 99,239.80
Lakeview Paving	Balance	\$ 43,212.22
Lakeview Sewer	Balance	\$ 7,209.45
Lakeview Water	Balance	\$ 503.98
Pacific Sewer	Balance	\$ 6,854.92
Pacific Water	Balance	\$ 23,160.51
Orchard Sewer	Balance	\$ 24,022.87

Lu made motion to approve the following bills in the amount of \$395,838.53

General Fund	Orders# 25354-25395 in the amount of	\$ 57,940.77
Collected Tax	Orders# 3487-3492 in the amount of	\$183,873.42
Parks Fund	Orders# 1133-1141 in the amount of	\$ 623.95
Seniors Fund	Orders# 718-721 in the amount of	\$ 2,922.85
Police Fund	Orders# 238-241 in the amount of	\$ 37,738.79
Fire Fund	Orders# 3965 in the amount of	\$ 112,738.75

Paul supported. All in favor. Motion Carried.

Parks & Recreation:

Paul explained that the committee did an Annual Review of the parks plans and did some updating to that, sense the last census the population is growing. The committee is really wanting to put more effort on the Nature Preserve and also, what they are going to do with the property surrounding the hall, possibly build a pavilion. The letters going out to the Miami Park property owners concerning the care of the bluff. They are going to discuss the park attendant's duties at the February meeting. Allan thanked Paul and Andy for working on the stairs at 1st street.

Seniors:

Rachel mentioned that there is exercise on Monday & Thursday mornings 10:00 to 11:00. Tuesday is cards 1:00pm to 3:00pm. Crocheting & knitting on Wednesdays from 12:30 to 2:30. Winter time people are having a hard time paying their heat & electric bills, winter we need money to help and lots of wood. The exercise group has grown, last week there were 22 in the class.

Planning Commission:

Dave Campbell, chairperson, gave a report on what the PC is working on.

- They reviewed a site plan.
- There is going to be a High-End camp ground requesting a site-plan review at the next meeting.
- February 20th there is going to be a hearing on three issues, building heights, exterior lighting, and recreation marijuana.

Allan thanked David for taking the chairman position.

ZBA:

Paul reported that they have a meeting February 7, 2019.

SHAWSA:

Allan said there is a meeting coming up at the end of the month.

SHAES:

Allan said that they talked about renewing the contract and working with the attorney to get the paper work in order. He felt that at the February meeting he should have a renewal contract.

Road Committee:

The Road Committee met last week, Paul and Andy went to the County meeting, Blue Star will be resurfaced from Mt. Pleasant all the way to 111th Ave.

We had anticipated in paving three miles in Casco, based on some estimates last spring. Asphalt prices are up 30% plus, the estimate we received last spring for 1 mile on 107th Avenue was \$180,000 this year it is \$240,000. The Road Committee recommended that we only go for two miles this year, the two miles would be on 107th, from 102nd to 66th Street and using the crush and shake method, this will make 107th a flatter surface, this will be cheaper than asphalt. Paul made a motion to do the crush and pave method and only do the two miles on 107th. Lu supported. All votes in favor. Motion Carried.

The next Road Committee meeting will February 4, 2019 at 7:00pm.

OLD BUSINESS:

Marihuana: Prohibition of Recreation Marihuana Establishments.

This Ordinance would prohibit the sale and consumption of Marihuana in places. It has been recommended by MTA and our attorney to adopt this Ordinance.

No one has come forward that is in different with this.

Paul made a motion to adopt the Ordinance. Lu supported.

Roll Call Vote: Paul, yes, Cheri, yes, Allan, yes, Lu, yes

Yahs: 4

Nays: 0 with Judy Graff missing.

Allan made a motion to have the Planning Commission take appropriate action to review the language. Lu supported. All votes in favor. Motion Carried.

Acceptance of Audit 2017/2018:

Lu made a motion to receive the audit. Paul supported. All votes in favor. Motion Carried.

Golf Carts:

The board has had the Pere Marquette sample and last month the board asked Allan to have this shortened up. We have an Of-Road Vehicle Ordinance that is for Casco Township somewhat shortened up.

This Ordinance has some other requirements if we choose to go forward with this the section 2a of this ordinance must be completed with a listing of all the roads in the township where off-road vehicles will be operating. Also, the township must hold a public hearing, at least 28 days before the hearing notice of the hearing must, by certified mail, to the County Road Commission, the County Board of Commissioners', the Legislative by every other township & municipality in the county, the State Transportation Dept., is permitted road intersections of highway, resources if the township has any state forest land, before adopting the ordinance, the board must consult with the County Road Commissioners.

There are a lot of hoops to jump through to get this ordinance passed.

Paul made a motion to proceed. Lu supported. All votes in favor. Motion Carried.

Allan said he would do the foot work to get this done.

Final Rental document Approval for 2019:

Allan mentioned that the only thing that he saw on the letter that he would like changed is the paragraph next to the bottom, the last sentence in the paragraph that reads',: We plan to do an inspection on each property every three years, Allan would like to add at the end of that sentence **at a minimum.**

The Good Neighbor Policy should go out with the letter, we would like to get these out soon.

Allan mentioned that at the bottom of the Good Neighbor Policy we added the

COURTEOUS AND COMMON-SENSE REQUESTS (non-legislated)

- This is a residential neighborhood, please be considerate of your neighbors.
- Stay off the bluff to protect the environment
- All swimmers should wear life vests

Allan said the next thing is the registration form that doesn't need any changes.

Paul made a motion to approve the three documents with the changes.

Lu supported. All votes in favor. Motion Carried.

NEW BUSINESS:

Personnel Change:

Allan explained that with Ruth leaving there is a need for someone else to work a day or so extra, we also want to make sure the township hall is open Tuesday, Wednesday, & Thursday. Kathy has agreed that she would fill those extra hours, so we are lucky to have her do that and we don't need to hire another person.

We are asking Kathy to do some extra stuff and we feel she isn't compensated for the level she is at right now and some of her work, like the Cemetery work, was at a lower level than her regular pay.

Lu made a motion to raise Kathy's wage up to \$17.50 per hr. Paul supported.

All votes in favor. Motion Carried.

With Ruth retiring we are having a going away open house for her Wednesday 2/13/19 from 4:00 to 6:00pm here at the township, she has been here 20 years, she has been very valuable, Board of Review, elections, Deputy Treasurer, Zoning Asst. and Bldg Dept. she will be greatly missed. Please try to attend if you can and spread the word.

Allan announced that there will be a **Planning for Resilient Coastal Communities, a Joint Meeting Thursday, February 14, 2019; 6:00 p.m.**

Listiak Auditorium

600 Elkenburg

South Haven, Mi 49090

This meeting is a special joint meeting of the following:

Casco Township, Covert Township, City of South Haven, South Haven Charter Township

Presenters:

Mr. Harry Burkholder, Executive Director, Land Information Access Association (LIAA)

Dr. Richard Norton, University of Michigan Urban and Regional Planning

Ms. Ronda Wuycheck, Michigan Coastal Management Program Chief

This is open to the public.

Police: Mileage Renewal:

Our Police millage has expired, we need a Resolution from Ron Bultje, we would like to get this on the ballot for the May 7, 2019 election. We were hoping to have a resolution for this meeting from Ron Bultje, but he is busy right now. We will have it for the February meeting.

PUBLIC COMMENT:

Dave Campbell asked if we were going to have a meeting on the Rental Ordinance?

Allan said yes, we have some open issues, for B & B's or STR, Allan said this was an issue for us to enforce the ordinance, it was recommended to make an amendment to the rental ordinance to make the property owner declare if they want to be a STR or a B & B for the season, we have to define what a season is, 3 or 4 months, that has to be determined yet.

A B & B is required to have a manager on site, it is tough for us to know if there is someone on site.

There is one other small issue, right now we have the Zoning Administrator as the administrator of the Rental Ordinance, we need to add some language that would be a zoning admin or a designated person so we would have the ability to hire someone if needed to write citations.

Paul made a motion to hold a Public Hearing to amend the Rental Ordinance. Lu supported. All vote in favor. Motion Carried.

On February 18, 2019 @ 6:30pm we will have the Public Hearing to amend the Rental Ordinance.

PUBLIC COMMENT:

John Barkley mentioned that on the financial part of the ordinance the wording needs to be changed.

Lu made a motion to adjourn. Paul supported. All votes in favor. Motion Carried.

Meeting adjourned at 8:25 pm

Minutes Respectively Submitted by: Cheryl Brenner, Township Clerk.