

CASCO TOWNSHIP BOARD OF TRUSTEES
MINUTES, REGULAR MEETING
APRIL 19, 2021 @ 7:00PM

Approved 5/17/2021

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

Present: Overhiser, Brenner, Clevenger, Macyauski, Fleming & Judge Marge Bakker and Linda Teeter with Allegan County Legal Assistance Center and 15 interested citizens by zoom.

Absent: None

PUBLIC COMMENT:-NONE

The meeting started with Old Business instead of reports because of so many issues on the agenda and people in the crowd that might half to leave after their presentation.

OLD BUSINESS:

- **Allegan County Legal Assistance Center:**

Judge Bakker was present to give a report on the Legal Assistance Center, as of this month the center has helped 19,000 patrons and they are going into their 9th year, and happy about their progress.

The center is located in the lower level of the courthouse 113 Chestnut Street, Allegan, Mi 49010

The center is currently open Monday -Friday.

Mon – 9:00am – 3:30pm, Tues-Thurs 9:00am – 4:30pm, Friday 8:30am – 12:30pm.

Due to current COVID safety precautions, all persons over 2 years old are required to wear a facemask, while in the building and in the ACLAC office.

Assistance is provided on a first come first serve basis and is free to all Allegan County residents and former residents who have a civil case, in Allegan County courts. Staff, interns and volunteers do not provide legal advice or represent anyone in court. They are, however, able to explain a person's legal options and the process they need to follow. An Attorney referral list is provided if legal advice is required

Court processes and procedures are often difficult to understand. ACLAC provides information and explanations of these court processes and procedures, offering proper tools and assistance with necessary paperwork. ACLAC provide web-based information through Michigan Legal Help at Allegan.michiganlegalhelp.org.

ACLAC is a 501© 3 organization, serving the public since July 30, 2012, and since that time 18,000 patrons have been assisted In order to provide this free assistance, financial support is received from the County of Allegan, the townships of Allegan, Casco, Gun Plain, Laketown, Salem, and Trowbridge, Allegan County United Way, Allegan County Community Foundation, the Mignon Sherwood DeLano Foundation and Allegan County Bar Association. ACLAC also receives private donations and engages in fundraising activities.

ACLAC office number is 269-686-5221 and the email address is alleganlac@gmail.com.

- **Compensation Committee Report**

Allan introduced the committee, Dian Liepe, Chair, ahead of 4-H in Allegan County, Linda Teeter, who has held public positions and is presently Director of the Allegan County Legal Assistance Center, and Ron Wise, former Director of SHAES. Allan explained that everyone has had public administration experience and a very professional group for this committee.

Allan turned the presentation over to Dian Liepe.

Dian thanked the board for asking her to be a part of this committee, she was on it 4 years ago with people that she new, this time she didn't know Linda or Ron and this has been a very good experience.

Dian explained that they wanted to make a written record for the next people that do this can see what this committee did and how they came to the conclusions of their report. The committee met 5 times and they did a lot of research, emails, the committee felt they had met enough to do what they need to do. With information from Casco, Laketown, Saugatuck Townships and information they found on line and trying to compare wages it was like apples to oranges.

Based on the findings the committee feels the clerk and supervisor positions have taken on more tasks and are undercompensated for the work they are called to do. Casco Township will continue to see changes including additional development. The committee feels the Township Board will need to consider full time positions in the near future.

The committee recommends:

The salaries for each of the **two trustees** be set at \$4,850 for the 2021-2022 year with an annual cost of living increase tied to the consumer price index for each of the next 4 years.

The salary for the **treasurer** be set at \$30,000 for the 2021 to 2022 year with an annual cost of living increase tied to the consumer price index for each of the next 4 years.

The salary for the **clerk and supervisor** be set at \$33,121 for the 2021 to 2022 year, \$38,641 for 2022 to 2023 year, \$44,161 for 2023 to 2024 year and cost of living increase tied to the consumer price index for the 4th year.

The complete compensation report will be part of these minutes.

- **Erosion & Coastal Resiliency**

Bob Hartman discussed the hard armoring that interfere with and degrade the natural and dynamic characteristics of the shoreline. Recommended to the board to pass an ordinance like Chickaming Township to prohibit the hard armoring. Also, Bob asked how many EGLE applications have been permitted and finally he reviewed various academic resources available to the township and urged the board to consider meeting with those resources in the near future.

Debbie Wilson asked if the township could pass an ordinance to ban the hard armoring?

Lois Swartz recommended the township pass an ordinance to ban the use of hard armoring on the lakeshore.

Mindy Turbov suggested the township put a temporary ordinance in to stop the hard armoring while you do some research

Judith Newman requested to have the Chikaming Township Ordinance be sent to her.

Lois Swartz recommended that Casco pass an ordinance to stop the hard armoring on the lake shore.

- **Casco Drain – Update**

Overhiser said the drain .is progressing as planned as far as he knows. Allan said there is some discussion that he would like to clear up, it is called the Casco drain but the need originated from the citizens back in the mid 2000's concluding in 2015, at that point we had a couple of areas that had drain issues that seem to have no solution that we could accomplish in the road right away with the Road Commissioner. The reason the Township Board decided to go ahead and contact the Drain Commissioner to see what could be done because we multiple areas that needed some coordination by the drainage for the whole area. That became to be a board of determination in 2015, then the Drain Commissioner took over. The township didn't have any roll in that other than letting them

know where the problems were. There was a scope meeting in May 2019, the engineer that was hired by the drain commissioner basically said that the drain would be completed in 2020 and the bids would go out in 2019. The frustration on the part of the board that this project took 2 or 3 years too long. It was suppose to be completed in 2020 and it didn't happen. This project was going to be costly but because of the delay of getting the drain done it now cost \$1,700,000.00 if this had been done when it was suppose to be done it most likely would of cost less. Because of the delay the Drain Commissioner should have had another public meeting and lowered the cost to the individuals in the drain district. That didn't happen. The notices of appeal went out but there should have been a dollar amount on that notice, the residents should know the dollar amount they are talking about when those appeal notices go out. The delay cost us more money, the township has to contribute \$400,000.00, the Road Commission is contributing \$225,000.00, MDOT is contributing something, and the residents in the drainage district will be contributing the balance.

- **Truck Route**

The Truck Route Ordinance is to prohibit the trucks from traveling on 71st Street south of North Shore to the county line.

Paul made motion to approve Casco Township Truck Ordinance No. 0419-21-1 to prohibit trucks from traveling on 71st Street south of North Shore to the county line. Dan supported. No further discussion.

Roll Call Vote: Allan, Cheri, Paul, Kenny, Dan all yes.

Yays: 5

Nays: 0

- **Road Bid 107th Avenue, 62nd to 60th Street**

We have a road bid on 107th Avenue, 62nd to 60th Street to approve, the Road Commission received three bids and they recommended taking the lowest bidder which is Rieth-Riley, in the amount of \$140,448.00 which will put the total project cost between \$160,000 to \$165,000 with engineering and other overhead costs added to the project. Overhiser stated it is within our budget.

Paul made motion to approve the bid from Rieth-Riley in the amount of \$140,448.00 for resurfacing 107th Avenue from 62nd to 60th Street. Dan supported.

Roll Call Vote: Paul, Dan, Kenny, Cheri, Allan, all yes.

Yays: 5

Nays: 0

- **Budget Workshop**

The board decided to have a Budget workshop on Monday April 26, 2021 at 4:00pm.

- **Insurance Quote**

Chris Arendshorst with BHS Insurance submitted a quote and would like to do a presentation to the board when we have our budget workshop if it works with his schedule. He submitted an Insurance bid and one for Workerscomp.

NEW BUSINESS

- **Casco Township Transfer Station – Issues & Improvements**

Overhiser reported that there is crumbling asphalt at the transfer station, also at the recycling trailers and at the electronics recycling trailer.

We received four bids:

First bid – Jon Isom in the amount of \$14,000.00- this does not include the ground work.

2nd bid Martin Picorta \$15,100.00

3rd bid Olson Brothers \$16,600.00 this does include the ground work and a sealant on the new blacktop

4th bid Bos Concete in the amount of \$16,368- this includes the ground work but not the sealant.-

Paul made motion to reward the project to Olson Brothers in the amount of \$16,600.00. Dan supported. No further discussion. Roll Call Vote: Dan, Kenny, Paul, Allan, and Cheri, all yes votes.

Yahs: 5

Nays: 0

Cheri reported that she had just submitted to Resource Recovery the township's 1st quarter recycling expenses for reimbursement in the amount of \$4,426.82.

- **Blight & Dangerous Buildings – Enforcement Updates:**

Overhiser reported that the township has several blight actions being taken care of right now by the township and the one that we have talked about with court orders is on 103rd and 68th Street, right now that one is getting tougher so there may be some other action, citations, so stay tuned on that issue. This is a combination of a tenant and a landowner issue.

- **Miami Park Lakeshore Drive & Coastal Erosion**

Overhiser explained that the first issue is that a portion of Lakeshore Drive is closed- down because of erosion. We received a proposal from Craig Atwood, Allegan County Road Commissioner, says that further closures of Lakeshore Drive in Miami Park have been completed due to the erosion of the bluff along Lake Michigan. In addition to the section of Lakeshore Drive between Pacific Ave. and Orchard Road that was closed in 2019, we have closed the end of Pacific Avenue and the short segment of Lakeshore Drive south of Pacific as well as between Orchard Road and Miami Ave.

As Casco Township's property along the west side of Lakeshore Drive covers the entirety of the length of Lakeshore Drive south of Pacific Avenue and the majority of the length of Lakeshore Dr between Orchard Road and Miami Ave. I would propose another jurisdictional transfer from the Allegan County Road Commission to Casco Township of these road rights of way as was done in 2019. This would allow the Township to have more flexibility in working with other adjacent property owners for uses of the rights of way.

Overhiser explained that because we own the bluff and the beach this would allow us to work with the property owners and have a trail that would preserve the right of way.

There is a group that wants to possibly make some plans to help with the erosion and possibly a special assessment to help with expenses.

- **Liquor License Request**

Overhiser explained that this issue was taken care of and he has written a letter to the Liquor Control Commission.

- **BS&A Cash Receipts Software Quote**

Clerk Brenner said that she is still doing some research on this software, the basic amount is \$5,260.00 so far she doesn't see that it would make a big difference between the treasurer and my department but she did notice that you could take credit card payments, we would have to get a credit card reader, she needs to research more with BS&A about the benefit of this software, if there is a benefit.

- **Granicus Invoice to review**

With the new company that purchased Host Compliance, Granicus, we want to illuminate compliance monitoring which would reduce the invoice \$1,712.55, because Paul and Kathy handle the monitoring.

Reports:

- Police

Deputy Katje was not able to attend the meeting, he was coaching T-Ball.

- STR Update

Kathy Stanton, Deputy Clerk, STR administrator, gave an update and her report will be apart of these minutes.

- Clerk

Clerk Brenner presented minutes from the regular meeting 12/21/2020, minutes from the Regular Meeting 3/15/2021 and minutes from the public hearing Proposal to the MNRF for a grant, 3/15/21.

Paul made motion to approve the Dec. 21, 2020 meeting, Dan supported. No discussion.

Roll Call Vote: Dan, yes, Paul, yes, Cheri, yes, Kenny, yes, Allan, yes-

Yahs: 5

Nays'0

March 15, 2021, Regular Meeting minutes.

Paul made motion to approve. Dan supported. No discussion.

Roll Call Vote: Dan, yes, Paul, yes, Cheri, yes, Allan, yes, Kenny, yes

Yahs: 5

Nays: 0

March 15, 2021, Public Hearing – Proposal to the MNRF for a grant minutes.

Paul made motion to approve the public hearing proposal minutes. Dan supported. No discussion.

Roll Call Vote: Kenny, yes, Allan, yes, Cheri, yes, Paul, yes, Dan, yes

Yahs: 5

Nays: 0

Brenner received a CERTIFICATE OF RECOGNITION FOR THE NOV.3 ELECTION from the Secretary of State. She said her name is on the certificate but her deputy, Kathy Stanton's name should have been on it also.

Letter from Seventh Day Adventist Church and their students will be in the area going door to door distributing free religious literature starting May 30 thru August 10:00am to 9pm.

Clerk Brenner made motion to amend the following accounts:

General acct expenses

101-215-704.000	Deputy Clerk Wages	\$4,300.00
101-247-709.000	fica/medicare	\$300.00
101-257-703.004	Assessor Wages	\$7,500.00
101-262-725.000	Misc. supplies – elections	\$100.00
101-371-704.004	Inspections-wages-office clerk	\$1,925.00
101-371-709.000	fica/medicare	\$447.00
101-401-709.00	fica/medicare	\$340.00
101-445-801.07	other Activities/Drains/Large	\$340.00
101-528-804.000	Transfer Station	\$15,000.00
101-567-920.000	Electricity	\$170.00
101-595-801.011	Other Activities-airport	\$75.00

101-702-805.001	Zoning Ordinance	\$5,000.00
Roads		
204-446-868.000	Roads-Reseal program	\$13,000
Police		
207-301-932.000	Repairs/Maintenance	\$600.00
Parks		
208-751.702.003	Recreation Wages	\$2,500.00
208-751-709.000	Fica/Medicare	\$170.00
Cemetery		
209-567-970.000	Capital outlay	\$15,000.00
Senior Services Fund		
290.673.911.000	Casco Sr. Care Training	\$73.60
290-673.955.000	Misc. Expense	\$75.00

Dan supported. Dan asked what the Zoning Ordinance \$5,000.00, Allan explained it was The municode.

Roll Call Vote: Kenny, yes, Allan, yes, Cheri, yes, Paul, yes, Dan, yes

Yahs: 5

Nays: 0

- Treasurer

Treasurer Clevenger said that they got a Certificate of Return from the County Treasurer that his totals matched up with the County tax roll.

Kenny's first official tax settlement since he has been treasurer.

In the Collected tax Account balance as of 3/31/21 is		\$19,548.53
General Fund	Balance as of 3/31/2021	\$579,265.83
Road Fund	Balance as of 3/31/2021	\$889,470.20
Fire Fund	Balance as of 3/31/2021	\$762,175.55
Police Fund	Balance as of 3/31/2021	\$201,579.56
Parks & Recreation	Balance as of 3/31/2021	\$143,625.11
Cemetery Fund	Balance as of 3/31/2021	\$104,192.14
Senior Services Fund	Balance as of 3/31/2021	\$139,689.28
Lakeview Sewer Fund	Balance as of 3/31/2021	\$23,913.08
Lakeview Water	Balance as of 3/31/2021	\$8,039.57
Pacific Sewer	Balance as of 3/31/2021	\$24,450.82
Pacific Water	Balance as of 3/31/2021	\$52,584.51
Orchard Sewer	Balance as of 3/31/2021	\$35,484.87
102 nd Ave.	Balance as of 3/31/2021	\$69,294.84
Beach Drive	Balance as of 3/31/2021	\$83,184.49
Lakeview Paving	Balance as of 3/31/2021	\$78,572.34

Kenny made a motion to write the following bills in the amount of \$291,450.53.

Check # 26789 thru 26848

Dan Supported.

Roll Call Vote: Paul, Cheri, Allan, Kenny, Dan all yes votes

Yahs: 5

Nays: 0

Kenny made a motion to amend the following in the Collected Tax Account:

Checks# 3777 to 3814 amount out of Collected Tax Account \$2,329,824.37

Roll Call Vote: Kenny, Dan, Paul, Cheri, Paul, all yes.

Yahs: 5

Nays: 0

- Parks & Recreation

Paul gave a report for Andy Litts.

The MNRFT grant did get submitted on time, the committee met at the Maple Grove property and discussed the tree situation, some are hazardous to the public, the need to get rid of the trees that keep falling on the fence in the parking lot, they also want to keep the Maple Grove area mowed a couple times a season, to keep the invasive species under control and clean up the broken limbs/branches so the area can be mowed soon.

- Planning Commission:

Dan Fleming, board representative, gave a report on the Golf Course project, there is a public hearing April 21, 2021 for the golf course project @ 6:00pm.

- **ZBA**

Paul Macyauski, board representative, there was a meeting Thursday, April 1, 2021, a lady wanted a 4 ft fence to keep her dog in, a 4.5 ft. fence was allowed.

There is a ZBA meeting Thursday, 4/29/21 @ 6:pm.

- **SHAES**

They continue to work on grants and the annual awards banquet will be May 1, 2021 at the fire-station.

- **SHAWSA**

They started the lead removal, they have started in the city on Kalamazoo, this will be a long -term project.

PUBLIC COMMENT:

Clay Grieffendorf asked if Casco residents are going to have to pay for the work being done on Kalamazoo St.? Allan said that no you are not.

Clay also asked about the Liquor Control application.

Dan made motion to adjourn. Paul supported.

Roll Call Vote: Kenny, Dan, Paul, Cheri, Allan, all yes.

Yahs: 5

Nays: 0

Adjournment 9:10pm

Minutes respectively submitted by,
Cheryl Brenner, Township Clerk