

CASCO TOWNSHIP BOARD OF TRUSTEES
MINUTES
MONDAY, JANUARY 22, 2024 @ 7:00PM

Approved 2/19/2024

CALL TO ORDER: Overhiser called meeting to order @ 7:00pm and led in the Pledge of Allegiance.

PRESENT: Overhiser, Brenner, Clevenger, Fleming, Macyauski, Diane Rigozzi, Director of South Haven Senior Services, and 14 other interested citizens.

ABSENT: None

Diane Rigozzi was present to report on what Van Buren County Senior Services is about, what they have to offer and presently 120 people from Casco are members. She continued to explain that they are not just Van Buren County they are open to other municipalities. Currently, taxpayers in Casco pay ¼ mill for their local Senior Program. The Casco Board proposes to place an additional ¼ mill on the May 7th ballot for voters to consider. This additional mill will enable Casco taxpayers and residents to use the nine senior facilities in Van Buren County including South Haven. The Allegan County services will remain in place for Casco residents. In addition, local activities will continue at the Casco Hall.

PUBLIC COMMENT: None

- **Police:**

Deputy Cano discussed an increase in B & E's and Property Checks.

- **SHAES**

Allan reported that the Fire station in Casco will now be staffed on Fridays. Ron Ridley, whom has been on Casco Fire Department and SHEAS for a total of 45 years is retiring. Allan said that he will be missed, the young guys said they couldn't keep up with him.

- **County:** No report

- **Library:**

Bob Sherwood was present to give a report for the District Library.

- **Clerk:**

Cheri presented the minutes of the Regular Meeting of December 23, 2024. Dan made a motion to approve the minutes of the Dec. 23, 2024, meeting. Supported by Kenny. No corrections or further discussion. All Votes in Favor. Motion Carried.

Cheri made a motion to amend the following budget account:

General

| | | |
|-----------------|---------|---------|
| 101-265-851.000 | Postage | \$29.10 |
|-----------------|---------|---------|

Supported by Paul. All Votes in Favor. Motion Carried.

Cheri explained the process that her and Kathy have done with this Early Voting and all the mailings that we are required to do.

We are hosting Basic Inspector training here 2/14 from 12 noon to 3:00pm & Receiving Board training at 3:30pm to 4:45pm.

Then on 2/15 we are hosting Early In-Person training 1:00pm to 2:30pm.

- We are having our Accuracy test Thursday, 2/1/24 @ 2:00pm on our three tabulators.

I have given each of you a copy of the letter I sent to Allegan County Resource Recovery for our reimbursement for the last quarter of 2023 recycling in the amount of \$4,587.72.

- **Treasurer:**

Fund balances as of 12/31/2023:

| | | |
|-----|---------------------------|----------------|
| 101 | General Fund | \$1,177,499.18 |
| 204 | Road Fund | \$983,796.82 |
| 206 | Fire Fund | \$358,627.94 |
| 207 | Police Fund | \$227,358.35 |
| 208 | Parks & Recreation | \$193,349.84 |
| 209 | Cemetery | \$97,865.37 |
| 290 | Senior Services | \$184,400.65 |
| 863 | Lakeview Sewer SAD | \$7,406.35 |
| 864 | Lakeview Water SAD | (\$1,358.20) |
| 865 | Pacific Sewer | \$11,202.59 |
| 866 | Pacific Water | \$35,933.76 |
| 867 | Orchard Sewer | \$20,865.01 |
| 868 | 102 nd Ave SAD | \$84,825.83 |
| 869 | Casco Beach SAD | \$55,259.40 |
| 870 | Lakeview Paving SAD | \$59,866.69 |

Kenny made a motion to pay bills in the amount of \$47,792.75 as of 12/31/2023.

| | |
|--|-----------------|
| Check numbers 287774 thru 28825 in the amount of | \$47,254.46 |
| EFT # 180 | <u>\$538.29</u> |
| Total | \$47,792.75 |

Supported by Dan. No discussion. All votes in favor. Motion Carried.

Kenny said that taxes are due 2/14/2024, the office will be open that day from 9:00am to 5:00pm. There will be a 3% penalty after the 14th, you can pay at the township until March 1st. After March 1st they must be paid at the County.

- **Parks & Recreation:**

Paul reported that at the last meeting they had a discussion on the progress of the Nature Preserve. The trash is an issue because of employees retiring, a lot of the trash is from individuals eating lunch at the Preserve, Culver's bags, McDonald's etc. The committee is working on getting that taken care of.

- **Planning Commission:**

Dan Fleming reported at the last meeting that they talked about the Sign Ordinance.

- **Senior Services:**

Mary Campbell gave a report on activities for the month of December.

- **ZBA:**

Paul reported that they had one applicant looking for a front yard set-back, which he was denied.

- **SHAWSA:**

Allan reported that they have a new Director, his name is Dana Byrd, he is an engineer coming from an Engineer Company, it looks like he is going to do a great job. Allan handed out a letter to the board members that explains the Capital Improvement Plan.

OLD BUSINESS

- MIAMI PARK EROSION PROJECTS & AGREEMENT:

Allan explained that we have three Revocable Erosion Abatement Easement Agreements for work to be done on Township property.

1st agreement- Archie L. & Marie F. Massicotte at property 625 Lakeshore Drive parcel number 03-02-552-001-00.

Dan made a motion to approve the project with Massicotte with the Revocable Erosion Abatement Easement Agreement. Ken supported. All Votes in Favor. Motion Carried

2nd Agreement- Linda Johnston and Walker Kevin Johnston owns property at 649 Lakeshore Drive parcel Number 03-02-543-001-00.

Allan made a motion to approve the project with Walker Kevin Johnston and Linda B. Johnston with the Revocable Erosion Abatement Easement Agreement. Paul supported. All Votes in favor. Motion Carried.

3rd agreement – James G. Hart and Karen T. Hart at 619 Lakeshore Drive, Parcel No 03-02-552-005-00.

Allan made a motion to approve the project with James G. Hart and Karen T. Hart with the Revocable Erosion Abatement Easement Agreement. Supported by Dan. All Votes in Favor. Motion Carried.

- MIAMI PARK SPECIAL ASSESSMENT DISTRICT ESTABLISHING TWO PARCELS:

Establishing a two-parcel special assessment for Debbie Weaver, Pacific Ave. parcel number 03-02-555-002-00 and Tod and Natalie Schneiderman, Pacific Ave. parcel number 03-02-555-001-00 this project will start at Pacific Ave. and the south portion of Orchard.

Dan made a motion to approve the project for a special assessment district. Supported by Paul. All Votes in Favor. Motion Carried.

- SENIOR SERVICE-BALLOT PROPOSAL AND RESOLUTION:

Allan read the information that he has sent out to people that have inquired about the millage proposal.

Currently, taxpayers in Casco pay ¼ mill for a local Senior Program and ½ mill for the County Senior Program. The Board proposes placing an additional ¼ mill on the May ballot for voters to consider. This additional millage will enable Casco taxpayers and residents to use the nine senior facilities in Van Buren County including the Center in South Haven. This ¼ mill would increase the taxes for a home valued at \$200,000 by \$25.00 per year.

The local program in Casco will continue and evolve as needed and be operated by Senior Services of Van Buren County. They would provide support and expansion to what is currently offered at the Casco Township Hall. The Allegan County Services will remain in place and our local program will continue to help residents access those services.

Dan Fleming discussed his concerns about millage dollars going towards the South Haven facility. He felt the use of tax dollars in this manner is not appropriate.

Kenny Clevenger felt that putting the question before the people would increase everyone's taxes and he was for protecting the taxpayer.

Paul explained that this would be a 2-year trial period and if it works out then we could move forward.

Paul made a motion to adopt Resolution No. 01-22-24-2. And Allan read the language –

WHEREAS, the Board of Trustees of Casco Township, Allegan County, Michigan, has determined to submit to the electors of the Township at the May 7, 2024, election a request for the approval of the Senior Services Millage Proposition;

NOW, THEREFORE, IT IS RESOLVED AS FOLLOWS:

1. Pursuant to the Michigan Election Law, the Township Board of the Township of Casco determines to submit to the qualified electors of the Township the following proposition, in substantially the following form:

SENIOR SERVICES MILLAGE PROPOSITION

Shall an increase of .25 mill (\$0.25 per \$1,000.00 of taxable value), in the limitation on the total amount of taxes which may be assessed against property in Casco Township, Allegan County, Michigan, as provided in the Michigan Constitution of 1963, be approved for the period of 2024 through 2025, inclusive, to provide funds for senior citizen services, specifically to pay to Senior Services of Van Buren County, Inc., per a contract for services, based on Public Act 39 of 1976, and shall the Township be authorized to levy this tax?

ESTIMATE OF REVENUE INCREASE: If approved by the voters, the Township estimates that it will receive \$75,863.00 of additional revenues from this millage in 2024).

2. The foregoing ballot question shall be submitted to the qualified electors of Casco Township at the primary election to be held on May 7, 2024.

3. The Township Clerk shall cause notice of registration for the election referenced above to be published as required by law.

4. The Township Clerk shall cause notice of election for the election to be published as required by law.

5. The Township Clerk shall timely submit this ballot question to the Allegan County Clerk.

6. All resolutions in conflict with this resolution are revoked to the extent of such conflict.

Supported by Cheri.

Roll Call Vote: Dan, no, Kenny, no, Allan, yes, Cheri, yes, Paul, yes.

Yays: 3

Nays: 2

Resolution adopted on January 22, 2024.

- **PARK PROJECT STATUS UPDATE**

Allan discussed the Architect's certificate for payment in the amount of \$74,261.55. Paul made a motion to pay Davis Landscaping & Home Improvements LLC \$74,261.55. Supported by Dan. No further discussion. All Votes in Favor. Motion Carried.

Paul made a motion to remove the line item from Davis Landscaping contract for \$150,000.00 and purchase a bathroom facility through the township. Supported by Cheri. No further discussion. All Votes in Favor. Motion Carried.

NEW BUSINESS:

- **MASTER PLAN PROPOSALS:**

We received proposals from Williams & Works and McKenna to do an update on our master plan. Allan suggested MCKENNA, they have an understanding about rural living which means a lot. Their fee is a little less than Williams & Works. Kenny made a motion to contract with Mckenna to update our Master Plan. Supported by Paul. No further Discussion. All votes in favor. Motion Carried.

- **POVERTY EXEMPTION GUIDELINES AND RESOLUTION:**

Allan explained that the guidelines are the same, the application process. Kenny made a motion to approve Resolution No. 02-01-2024-4 RESOLUTION OF GUIDELINES FOR APPLICANTS REQUESTING CONSIDERATION FOR POVERTY EXEMPTION with the new family income guidelines for 2024. Supported by Dan.

- **TRAILER PURCHASE:**

Allan suggested that the township purchase a small trailer for the cemetery to haul the mower. Paul made a motion to purchase a small trailer for the cemetery at a cost not to exceed \$1,500.00. Supported by Kenny. No further discussion. All Votes in Favor. Motion Carried.

- **POLICE & AMBULANCE MILLAGE RENEWAL:**

The Police Millage is set at .65 mill for a 4-year renewal and the Ambulance millage is set at 1.00 millage for a 10-year renewal.

Kenny made a motion to approve the .65 4-year police millage renewal to be put on the May 7, 2024 ballot. Supported by Paul.

Roll Call Vote: Paul, Cheri, Allan, Kenny, & Dan.

Yays: 5

Nays: 0

Dan made a motion to approve the 1.00 mill 10- year ambulance renewal to be put on the May 7, 2024 ballot. Supported by Kenny.

Roll Call Vote: Paul, Cheri, Allan, Kenny, & Dan.

Yays: 5

Nays: 0

- **ELECTION INSPECTORS-COMPENSATION:**

Paul made a motion to approve the increase hourly rate for election inspectors to \$18.00 per hr. Supported by Kenny. No discussion. All Votes in Favor. Motion Carried.

- **ELECTION PARTITIONS – EARLY VOTING:**

Because of the early voting there is a need for some kind of partition to separate the early voting precinct from the rest of the room. Cheri & Kathy are trying to find something that is practical to use.

- **BUILDING INSPECTOR TRAINING EXPENSE.**

Eric Davis, Building Inspector, is requesting reimbursement for his continuing education needed to renew his Building Official License in the amount of \$719.00.

Kenny made a motion to approve the reimbursement of \$719.00 to Eric Davis for his continuing education needed for renewal of his Building Official License. Supported by Dan. All Votes in Favor. Motion Carried.

Eric Davis submitted his record of 2023 Building Permit Summary. In 2023 he issued 98 permits at a valuation of \$17,792,680 and collected fees totaling \$51,903. In 2023 there were 22 New Single-Family Dwellings.

- NEW OUTDOOR LIGHT ON 107TH AVENUE ENTRANCE DOOR.

Paul made a motion for Allan to get a new light installed at the 107th Avenue door. All Votes in Favor. Motion Carried.

PUBLIC COMMENTS: None

Paul made a motion to adjourn. All in Favor. Motion Carried.

Meeting adjourned at 8:45pm.

Minutes Respectively Submitted by
Cheryl Brenner, Township Clerk