

Casco Township Board of Trustees
Minutes, Regular Meeting
Monday, December 16th, 2024 @ 7:00 PM

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

Present: Overhiser, Ridley, Clevenger, Campbell & Fleming along with 4 residents.

Absent: None

Public Comment: None

Reports: Bob Genetski gave an update from the Allegan County Clerk's and Register of Deeds office. Allegan County had a 71% Voter turnout. Cheri and her team did a great job on the November 2024 Election. 1,878 Voters in Casco, about 69.61% Voter turnout. Voters showed up and supported Early Voting and AV Voting. Bob also distributed copies of his Annual Report for 2023 and went over some key points of interest.

SHAES: Johanna Quinn reported there were 36 calls in Casco in the month of November. 407 to date for 2024 including two recent structure fires. Jess Trinklein continues to do well in her new role and is helping as Tim is out with surgery. The Department recently hired Firefighter Mason who is now in the orientation process with SHAES. Quinn also reported that SHAES is in the process of applying for a FEMA Grant that would allow them to purchase another power load stretcher to equip a 2nd ambulance.

Police: No report.

County: Brad Lubbers, newly elected County Commissioner attended and updated the Board that he will be taking office in 3 weeks. Brad's office will continue to work with 123NET to bring high speed internet to those areas in Allegan County who do not get Midwest. This project currently has an estimated completion date of 9/30/25. Brad also reported that the County continues to work with Holtec as they get closer to restart to make sure that the proper Emergency precautions are being addressed. More discussion will be had in the near future. The tentative date for a Holtec restart of Nuclear Power Plant would be in October 2025.

Library: No report.

Clerk: Ridley presented the meeting minutes from the November meeting to the Board for approval. Trustee Campbell pointed out that since the meeting, there were a couple of date changes pertaining to Senior Servies that should be noted at the end of the minutes. The following notes were made; Senior Servies at Casco Township will include Mondays-11-11:45 Exercise, 12:30-3 Card w/ coffee & dessert. Thursdays-11-11:45 Exercise, 12-1 Lunch, 1-3 Craft, special activity or speaker. Fridays-11-12 Cardio drumming. Clevenger made a motion to approve, support by Fleming. All in Favor. Ridley presented the meeting minutes from the Special Meeting that took place on December 3, 2025. Clevenger made a motion to approve, support by Fleming. All in favor. Ridley also presented a card from Resident Debbie Weaver thanking the Board for all their help in completing the bluff project.

Treasurer: Clevenger presented the balances on all funds as of 11/31/24.

101 General Fund	\$1,260,485.09
204 Road Fund	\$1,037,155.01

206 Fire Fund	\$369,526.65
207 Police Fund	\$157,748.10
208 Parks & Rec.	\$184,092.28
209 Cemetery	\$100,006.84
290 Senior Serv.	\$218,237.63
703 Current Tax Collection	\$159,217.03

Clevenger made a motion to approve check #'s 29515-29550 in the amount of \$204,372.44. Support by Fleming, All in favor.

Overhiser made a motion to pay the bill for Vanburen County Senior Services in the amount of \$163,721.00. Support by Ridley. All votes in favor.

Overhiser discussed the report from our last audit and the response that was initiated from the State. Moving forward our corrective action will be that the Clerk will receive the bank statement and then within 1 week the Clerk will make reconciliation such as interest, EFT's etc. and then return it to the Treasurer who will have 1 week to return it to the Supervisor. The Supervisor will then review and bring it to the Board for review at our monthly board meeting. Clevenger noted that he feels this will help with the importance of checks and balances and separation of duties within the Treasurer and Clerk's office going forward.

Planning Commission: Work continues for the Master Plan. They are currently working on adjusting the last plan in place to make changes needed verses starting from scratch with a whole new plan. Also still in discussion is changing the Land Division rule of needing a minimum of 250 ft and minimum housing sizes.

Parks & Recreation: Mary Campbell is a welcomed addition to the Park's Committee. The biggest project remains access to the beach at the Casco Nature Preserve. Last meeting the Board approved up to \$11,000 for LRE, Land Resource Engineering but that cost has been reduced to around \$7,900 after further investigation into the project. This will include an environmental impact study, topographical maps with elevation and a survey. Macyauski's recommended to the Board that we approve up to \$7,900 to LRE to move forward with this project. Campbell made a motion to approve. Support by Clevenger. All votes in favor. At the next meeting, a discussion will begin in terms of additional sources of fundraising and donations to help fund this project.

Macyauski reported that there is a tree down at the Casco Nature Preserve due to wind damage. Discussion was had on prior approval of tree work needing to be done at the Preserve by Fleming Tree Service. This will happen later in the month.

Overhiser updated us on a progress payment authorized by Pam Blough for Davis Landscaping of \$10,035.03. We sill have retainage left on his contract for the last step of the project, interpretive signs. Motion made by Clevenger to approve, Support by Fleming. All votes in favor.

Senior Services: Linda Teeter reported that we are now in the transition period between Casco Senior Service and VanBuren Senior Services. The recent Senior luncheon was canceled due to inclement weather but was reschedule for the following day, December 20th. There was a great turnout with around 30 Casco Seniors. As a review, Linda reported that starting January 6th, the schedule will be as follows: Monday, Exercise. Thursdays, Exercise, lunch and activity. Friday, Exercise (except for the 3rd Friday of each month.)

The Senior Advisory Committee will continue to monitor and make sure we have a nice transition. They will meet again in January to discuss where things are at. Linda also reported that Diane Rigozzi has been working on a public transportation option for our Seniors where the Allegan County Transit and STAR bus would come to the Hall and pick up a group of 5 Seniors or more to take them into town to visit the VanBuren Senior Center for a few hours at a time. This is something that will be determined in the very near future. Linda also reported that there will be a spot on the Van Buren County Senior Services Board for a Casco resident make sure Casco's voice is represented. Sometime in January they will approach our Board for approval of their nomination.

Casco Township Senior Services Advisory Committee: Mary Campbell reported how nice the luncheon was and how the Seniors really appreciated the efforts of everyone who helped. Mary feels there is good communication between the Township and Van Buren Senior Services and that the transition should go so well because they have a good understanding of what our Casco Seniors' goals and needs are. Overhiser mentioned the importance of continued conversations with our Casco Seniors as we move forward in this transition.

SHAWSA: SHAWSA continues to evaluate Covert coming to the Authority. Still awaiting information from the feasibility study with Holtec that would be the enabler for bringing Covert in. This would be outstanding in terms of funding opportunities for the future.

ZBA: Discussion continued on Armstrong decision.

Allegan Count Test Well: Tabled from the November meeting. This well would be to monitor the level of the aquifer as time goes on. This well would be installed by the County with ownership then transferred to the Township. SHAES Board approved the placement of this well (if approved) to be placed at the station on 66th St. Discussion followed regarding the data, what it will be used for and what will come from that. Brad Lubbers weighed in how decisions were made by the County on where these test sites should go. Campbell made a motion to approve, supported by Overhiser. In favor; Campbell, Ridley, Overhiser. Opposed, Clevenger & Fleming. 3:2

Payroll Service: Ridley reported that after the Township's recent audit, it was recommended that we consider using a payroll service moving forward in 2025. Clerk Ridley reported on two Payroll services researched in the past couple of months. One being ADP, the other Envision payroll. Based on Customer service, ease of use and cost responsibility Clerk Ridley made the motion to go with Envision payroll Service at the cost of \$2920 annually which includes end of year taxes, filing w2's, etc. Support by Clevenger. All votes in favor.

Bid Opening for Black River Lots: No bids to report.

Approval of Trust Fund Extension: This was set to conclude 7/31/24 but we would like to move that to the end of January. Overhiser made a recommendation to extend. Ridley made a motion, supported by Fleming.

Clerk's Notary: Ridley requested approval to go ahead with getting her notary through a bond with South Haven Insurance Service costing \$50 and then \$10-\$20 for Notary fees through the County. Clevenger motioned to approve, supported by Fleming. All votes in favor.

Casco Township Facebook Page: Ridley suggested the creation of a informational Facebook page that would serve as another way to get information to our residents. This would be something with commenting turned off so that we don't create a township sounding board but a place to share information. This would require two people to approve before we make posts similar to the process we use for meeting synopses. A motion for support was made by Fleming, supported by Clevenger. All votes in favor.

Trustee's Regular Hours at the Hall: Trustee Campbell has requested to keep regular house at the Township Hall; Tuesdays 10:30-Noon to help foster communication. If residents are not utilizing this, it could be reviewed again after 6 months. Overhiser recommended that Mary use the old Senior Services office as to not interrupt the daily flow of offices at the Hall. Motion to approve made by Clevenger, supported by Overhiser. All in favor.

2025 Meeting Schedule: The Board would like to keep to its schedule for the 3rd Monday of each month at 7:00 PM. This was adopted except for January being in observance of Martin Luther King Jr. The January meeting will be held on Tuesday, January 21st at 7:00 PM.

Appointment of Boards & Committees: The following people were appointed to the following Boards & Committees:

Planning Commission: Kelly Hecker (3 years), Greg Knisely (3 years) & Dan Fleming (term as trustee) Motion to approve by Overhiser, support by Ridley. All votes in favor.

Zoning Board of Appeals: Alex Overhiser (3 years) & Mary Campbell (term as trustee.) Motion to approve by Overhiser, support by Clevenger. All votes in favor.

Parks & Recreations: Debbie Weaver (3 years), Don Kuick (3 years), Paul Macyauski (3 years) and Mary Campbell (term as trustee.) Motion to approve, support by Clevenger. All votes in favor.

Board of Review: Matt Hamlin (2 years), Dave Campbell (2 years), Mary Tobin (2 years), & Alex Overhiser as an alternate (2 years.) Motion to approve by Overhiser, support of Clevenger. All votes in favor.

Road Committee: Monty Brenner and Allan Overhiser (Term in office). Motion to approve by Overhiser, support by Ridley. All votes in favor.

Library: Marilyn Jessop. Motion to approve by Overhiser, support by Clevenger. All votes in favor.

SHAES: Allan Overhiser. Motion to approve by Overhiser, Support by Clevenger. All votes in favor.

SHAWSA: Allan Overhiser (term in office). Motion to approve by Overhiser, support by Clevenger. All votes in favor.

Public Comment: Dave Campbell inquired about minimum housing size decisions made by the Planning Commission. Trustee Fleming referred him to Andy Litts for more information on what the next step is in this process.

Adjournment: 8:39 PM Motion to adjourn by Clevenger, support by Fleming. All votes in favor.

Rachel Ridley; Clerk