

Casco Township Board of Trustees
Regular Meeting September 15, 2014
@ 7:00 pm

Final

Call to Order: Allan led in the Pledge of Allegiance and called the meeting to order at 7:05 pm.

Present: Allan Overhiser, Judy Graff, Josiah Jessup, Lu Winfrey, Cheri Brenner & 5 other people.

Absent: None

Bob Genetski was present to give an update at the State level.

Also present was Tonya Schuitmaker she did a brief introduction.

Public Comment: None.

Reports:

Clerks Report- Minutes of the 8/18/14 Regular Meeting were presented.

Judy made motion to approve the 8/18/14 minutes. Josiah seconded.

With one correction minutes approved. All votes in favor. Motion carried.

Incident report from Allegan County Sheriff Dept was presented, there were 40 incidents in Casco in the month of August.

The clerk mentioned also about the November 4, 2014 election and that Casco's Senior Care millage is on the back of the ballot.

There is an MTA seminar 9/18/14 that Cheri is going to attend in Battle Creek.

The topics are- Is your Township a Magnet for Controversy and Wait, Is That a Conflict of Interest.

The clerk's office ordered a movable cart file cabinet for election information. The cart cost \$120.99, the shipping was free. When it isn't election time the cart can be moved in to the storage room and this will free up space in the office. Before all the election and voter registration information supplies were stored in the clerk's office.

Cheri presented a quote from West Michigan Office Interiors in the amount of \$461.10 for a used desk extension and cabinet for the clerk's office. Cheri felt they could help organize the office a little better and the extension will give her more room to work at her desk.

Judy made motion to approve the purchase of the used furniture in the amount of \$461.10. Josiah seconded. All votes in favor. Motion carried.

Treasurer Report-

Balances as follows in all accounts:

General Fund	Balance	\$423,546.80
Parks Fund	Balance	\$ 18,023.34

Senior Services Fund	Balance	\$ 24,615.42
Fire Dept Fund	Balance	\$535,252.29
Road Fund	Balance	\$282,535.84
Cemetery Fund	Balance	\$130,584.87
Collected Tax Acct	Balance	\$655,702.35
Lakeview Sewer	Balance	\$ 18,938.45
Lakeview Water	Balance	\$ 18,118.45
Pacific Sewer	Balance	\$ 28,117.07
Orchard Sewer	Balance	\$173,122.06

I make a motion to approve the following anticipated bills in the amount of \$827,568.77:

General Fund	Orders #22804-22866	in the amount of	\$ 57,971.20
Parks Fund	Orders #522-536	in the amount of	\$ 5,108.26
Seniors Fund	Orders #445-448	in the amount of	\$ 3,511.44
Collected Tax	Orders #2976-2984	in the amount of	\$743,940.52
Road Fund	Orders #1094-1095	in the amount of	\$ 17,037.35

Cheri seconded. All votes in favor. Motion carried.

Lu mentioned that today, 9/15/14, was the last day to collect summer taxes.

Seniors Report-

On 9/17/14 there will be a program presented by River Ridge Retirement at 12:00 noon, and lunch will be provided.

Rachel Brenner reported that on Oct. 1st 10:00 am to 11:00 am will be a flu clinic at the Township Hall.

Parks Report-

The timer on the gate for the preserve needs to be re-set and the rest of the signs need to be

put in place yet. The property owner to the south of 1st Street are going to tear down their house and rebuild, some of the trees are obstructing the view and need to come down.

David Dobreff resigned from the Parks Committee because he relocated to Traverse City he will need to be replaced.

County report- None

Planning Commission- No report at this time.

Water/Sewer Report-

The mandatory hookups are in litigation at this time and it was found that a few people were illegally hooked up.

ZBA Report- No report.

Hospital Report- Judy Graff reported that a new doctor will be joining the Hospital staff on October 1st. and the accomplishments of the hospital so far this year.

Old Business

Police proposal (Time Frame)

Discussion on when we want the officer to start and do we want to buy our own car or lease one from the county. There was a discussion on what the advantage there would be

if we leased a car or bought a car. There wouldn't be much difference in the cost but if we leased

we would always have a car and if we purchased a car it would have Casco on it. Allan thinks it

would be a good idea to start someone in the winter (Jan. or Feb) so the officer would be

acclimated for the summer.

It was discussed to have Lt Baker attend our next township meeting.

Bike Trail Update-

There is supposedly to be a meeting set up between Ganges and Casco, but Allan has not

been notified of that meeting yet.

New Business-

Policy Book development- A copy of MTA's Policy Matters, Using Board & Administrative Policies to Manage Your Township, was given to each Board member. The board members

were asked to read the book before next board meeting, 10/20/14, for further discussion

on implementing Policy Procedures for the township.

Allan mentioned that Cheri may bring some good information from the seminars she is attending

in Battle Creek.

Light District

The same amount, \$4,310.32 will be collected this year, there has not been any changes.

Judy made motion to approve the light district collection. Lu seconded. All votes in favor.

Motion carried.

Building – Utility

There is a need for a utility building to serve the cemetery needs, equipment, etc. This would

free up space in the garage area for other things. Allan asked for permission for a 32' x 32' size building to be put out for bids. After discussion it was agreed that the cost should not exceed \$25,000.00 and to be paid out of the cemetery fund.

Judy made motion to go out for bids for 32' x 32' utility building to be built and the cost not to exceed \$25,000.00 and to be paid for out of the cemetery fund. Josiah seconded.

Roll call vote:

Ayes: Overhiser, Jessup, Graff, Winfrey, Brenner.

Nays: None

All votes in favor. Motion Carried.

Other Business

Brousseau Appraisal Services, Inc. went thru a review last winter with the State Tax Commission

A.M.A.R. There were some deficiencies found and this is the A.M.A.R Review Response Action Plan for policy procedure for the public inspection and copying of public records in lieu of customary business hours. Allan made a motion to approve the changes

and to change our procedures on how we do things. Judy approved the motion. Lu seconded.

All votes in favor. Motion carried.

Public Comment- none

Judy made motion to adjourn. Lu seconded.

Meeting adjourned at 8:45pm

Minutes prepared by Cheri Brenner, Clerk

Attachments: Light District information

AMAR letter and response action.

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Cheri Brenner

Casco Township Clerk

269-637-4441