

Casco Township Board of Trustees
Minutes, Regular Board Meeting
Monday, April 21st, 2025 @ 7:00 PM

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

Present: Overhiser, Ridley, Clevenger, Campbell & Fleming. 16 guests in attendance.

Absent: None

Public Comment: None

SHAES: Jim Quinn reported that SHAES continues to work on updating their SOG's, Standing Operating Guidelines. The Department has been busy participating in Career days and plans to attend an upcoming Chamber of Commerce Career Day. Quinn also reported that Department Physicals have been completed for another year with BioCare. The past month the Department has been involved in a geocache training exercise that allows them to get into different neighborhoods and have a better understanding of some of these areas they may be called to. Work continues on trucks and also on the roof at the Casco Station as the wind has been relentless this Spring. Diversions out of South Haven to neighboring Hospitals have slowed. Testing continues for new hires. As always, SHAES is staying very busy!

Police: Deputy Hoyt reported that he has been paying more attention to speeds at the roundabout area at North Shore Dr and helping out when he can at Glenn School for the same reason. He also stated that larcenies are up and he encouraged residents to stay vigilant and stressed the helpfulness of security cameras. He advised that there are lots of scams going around right now and reminded people to be especially aware of scams asking for google play cards. Dep. Hoyt also has a new schedule going forward which is noon-midnight.

County: Brad Lubbers was in attendance and reported to the Board on the recent Natural Gas Outage that affected Fennville, Douglas & Saugatuck areas the previous week. MI Gas Utilities brought in over 300 workers from 5 different states. There was great effort from MI Gas Utilities, local government and residents alike to come together and get through this outage. Soon the County will hold a debriefing on this emergency so they can better understand what they can do differently and what they did well during this event. Lubbers also reported the following to the Board...

- Budget uncertainties expected in the future due to Federal Funding.
- Jennifer Teen has recently been appointed to Dep. Treasurer in the County.
- The Drain Revolving Fund has been increased from \$250k to \$625K to help with inflation costs, high project costs, etc.

Chris Machiela, newly elected Allegan County Drain Commissioner, was also in attendance. He asked for suggestions and ideas for improvement in his department which has recently changed location from the Court House to the County Services Building.

Library: Annual Reports distributed to be Board and available to the public.

Clerk: Clerk Ridley presented the regular meeting minutes from the 3/17/25 Regular Meeting to the board for approval. Motion was made by Clevenger to approve, Supported by Fleming. All votes in favor. Ridley also presented the Special Meeting Minutes from the

Budget Meeting on 3/31/25 to the Board for approval. Motion was made by Clevenger to approve, Support by Fleming. All votes in favor. Ridley motioned to amend budgets for the following:

- Clerks' Misc. Supplies
- Clerk's Legal Advertising
- Treas. CPA/Prof. Fees
- Treas. Printing
- Assessor Misc. Supplies
- Assessor Postage
- Misc. Election Expenses
- Building Dept. Clerical
- Building Dept. Snow Removal
- Building Dept. Phone/Internet
- Building Dept. Misc. Expense
- Other Activities: services & charges
- Transfer Station; Portable Service
- Transfer Station; Snow Plowing
- Cemetery Historical Records/Wages
- Other Activities -Airport Authority
- Zoning Admin. Wages

Support by Fleming. All votes in favor.

Clerk Ridley presented the Board with information on legal advertising for the township in Allegan County. We currently use the Herald Palladium which reaches around 13,156 subscribers in Covert, Grand Junction, South Haven, Bangor & Pullman. They charge \$3.87 per line. The South Haven Beacon reaches around 14,000 subscribers in Allegan & VanBuren County. They charge \$10 per column inch. A normal meeting synopsis that costs \$135.75 with the Palladium would only be \$120.00 with the Beacon/Flashes. Ridley asked the Board if they had concerns and Clevenger mentioned we should double-check if we need to notice it somewhere that it will be changing. Ridley will check into this and if so, take the necessary steps.

Treasurer: Clevenger presented the balances on all funds as of 3/31/25.

- | | |
|------------------------------|----------------|
| • 101 General Fund | \$1,593,434.71 |
| • 204 Road Fund | \$1,375,442.09 |
| • 206 Fire Fund | \$956,596.44 |
| • 207 Police Fund | \$140,759.53 |
| • 208 Parks & Rec. | \$211,283.71 |
| • 209 Cemetery | \$100,239.83 |
| • 290 Senior Serv. | \$81,996.07 |
| • 703 Current Tax Collection | \$ 113,947.65 |

Clevenger made a motion to approve check #'s 29773-29801 in the amount of \$80,564.37. Support by Fleming. All votes in favor.

Clevenger also reported that he is continuing to work through kinks to make sure we are PCI Compliant. He plans to partner with VC3 and gather more information from a company called PCI to make sure we are complying. He plans to bring more information to the Board at our next meeting. Clevenger also reported that \$600K was moved from the General Account to Sturgis Bank CODs to earn interest from this money. Sturgis has ensured us that we have access to this money at any time, should an emergency arise and the Township need it.

Planning Commission: Trustee Fleming reported that work continues on the Master Plan. He also reported that at the last meeting, resident Julie Cowie brought information on the Allegan County Housing Summit to take place on Friday, April 25 from 8:30-12 Noon; there will be short sessions on Master Plan and Zoning changes, along with information on State development and construction costs.

Parks & Recreation: Brian Ridley, who oversees groundskeeping at Casco Nature Preserve attended the April Park's meeting where they were able to walk around and discuss upcoming projects, maintenance, mowing expectations, etc. The Park's Committee would like to ask for 450 hours to be added to the Budget for Park's Maintenance/Groundskeeping through the next fiscal year. Supervisor Overhiser suggested we amend the budget to reflect the remaining time left in this current fiscal year so that work can begin when necessary. A motion was made by Trustee Campbell to approve \$1500 for wood for fencing materials at the park and \$1200 for power washing at the park. Support by Clevenger. All votes in favor. Campbell also made a motion to approve a budget amendment of 130 hours for Parks Maintenance/Groundskeeping for Brian Ridley for the remainder of this fiscal year. Support by Clevenger. All votes in favor. Lastly, Campbell made a motion to go ahead with using Allegan Community Foundation for help with fundraising for beach access, per the request of the Park's Committee. Support by Clevenger. All votes in favor.

ZBA: No Meeting this month but the ZBA will meet again in May to discuss a setback variance.

Senior Services: The Casco Township Senior Advisory Committee will meet again on 4/22/25. Julie Cowie, Casco Representative for Van Buren County Senior Services reported participation numbers for the month as follows:

- 10 unduplicated Casco residents at the Casco site.
- 136 unduplicated Casco residents at the South Haven site.
- 60 activities participated in by Casco residents at the Casco site.
- 1,123 activities participated in by Casco residents at the South Haven site.
- There are 375 active members reported from 1/1/24-2/14/25.

Trustee Campbell also mentioned possible future funding concerns through Area Agency on Aging and the availability of public transportation through Allegan County for our Seniors needing a ride for things like grocery shopping or Doctor's Appointments.

SHAWSA: There will be a public hearing on Thursday about Covert/Holtec sewage joining the South Haven system. After a feasibility study, an \$82,000,000 plan has been divided up into responsibilities mostly between Covert township and Holtec.

Mount Pleasant Resolution Celebration: Supervisor Overhiser, along with the Casco Township Board, presented the neighbors of Mount Pleasant Subdivision a Resolution in honor of their 100-year Celebration. Photos were taken and the neighbors expressed their appreciation to the board and shared a few memories on their 100-years of history in Casco.

State Grant Agreement: Supervisor Overhiser, along with Clerk Ridley and Julie Cowie had a phone meeting with Grant coordinator, Amber from the State to further discuss the upcoming renovation project. It was reiterated that this project will not only be focused on a Senior space but split space between senior usage and general usage within the Township. This will be a shared project between the Michigan Enhancement Grant and our local funding. \$200,000 will come from this Grant and is itemized out for repair, maintenance and infrastructure hard costs. \$220,000 will come from our local funding and itemized out for equipment and construction contingency. A motion was made by Clevenger to approve, Support by Ridley. Roll call vote: Overhiser, yes. Cambell, yes. Ridley, yes. Clevenger, yes. Fleming, No.

Letter of Support for BEAD Grant: There are currently some places in Allegan County still lacking Broadband coverage. Even after MEC, we still have some gaps in Allegan County and Casco Township. Carl Yastremski contacted Supervisor Overhiser on behalf of Frontier Communications. They are hoping to receive the BEAD Grant to bring broadband to these remaining areas. Allan has spoken to Jill Dunham who agreed with supporting this initiative. Allan has drafted a letter of support on behalf of the Township giving our support to Frontier receiving this grant money. A motion was made by Allan to send the letter of support. Support by Clevenger. All votes in favor.

Al-Van Contract: This is the same contract as last year to continue partnership with Al-Van for \$5000 to be paid in the next fiscal year. Motion was made by Clevenger to approve. Support by Clevenger. All votes in favor.

Expansion of Dep. Treasurer's Hours/Compensation: Nate Sherman has recently been appointed to the Dep. Treasurer's position. Over the course of the past year, the Board has noticed a need for additional staffing in the Treasurer's office and with Nate as the new Deputy, it is a perfect time to expand on those hours. Nate was originally hired at \$16/hour last year when he started helping out periodically in the Treasurer's office. A motion was made by Clevenger to expand Nate's hours to 15 hours a week and also to raise his hourly compensation to \$20/hour. This wage would be retroactive back to March 1, 2025. Support by Campbell. All votes in favor.

Budget Revisions: The Board held our first Budget meeting on 3/31/25. Budget revisions will continue, and we will bring final revisions to the May meeting for review.

Disinterment Fee Update: Our disinterment fee has not been updated in around 25 years. Overhiser made a motion to change the disinterment fee to \$2300, the Restoration fee to be determined, Stone Removal \$250 and foundation removal, \$.55/square inch. Support by Fleming. All votes in favor.

Agreement for Julie Cowie's Consultation Services: Julie Cowie has submitted a proposal for consulting services to help with the upcoming renovation process of the Township Hall at the rate of \$35/hour to help with things like the bidding process, project reporting requirements, etc. A motion was made by Allan to approve. Support by

Campbell. All votes in favor. Discussion was had detailing when to begin the bidding process and it was agreed that Julie would follow up with the Board this week with more information and dates for moving forward.

Planning Commission Appointment: Former Planning Commission member, Irene Wood has retired from the Commission. Supervisor Overhiser made a motion to appoint Paul Macyauski to the open position. Support by Fleming. All votes in favor.

Salary Resolutions: Clerk Ridley made a motion to accept the following Salary Resolutions for the Board for the 2025/2026 Fiscal year:

- Allan Overhiser, Supervisor \$47,806
Support by Clevenger. Roll call vote: Overhiser, abstained. Ridley, yes. Campbell, yes. Clevenger, yes. Fleming, yes.
- Rachel Ridley, Clerk \$50,003
Support by Fleming. Roll call vote: Overhiser, yes. Ridley, abstained. Campbell, yes. Clevenger, yes. Fleming, yes.
- Kenny Clevenger, Treasurer \$ 41,240
Support by Fleming. Roll call vote: Overhiser, yes. Ridley, yes. Clevenger, abstained. Campbell, yes. Fleming, yes.
- Mary Campbell, Trustee \$5694.50
Support by Clevenger. Roll call vote: Overhiser, yes. Ridley, yes. Clevenger, yes. Campbell, abstained. Fleming, yes.
- Dan Fleming, Trustee \$5694.50
Support by Clevenger. Roll call vote: Overhiser, yes. Ridley, yes. Clevenger, yes. Campbell, yes. Fleming, abstained.

Final Payment to Davis Landscaping: On hold while we wait for an adjustment to the final pour of the cement walk which was at a 7% grade and needs to be at 5% in order to be ADA Compliant. Signs are in.

Supervisor Overhiser distributed a letter from Casco resident, Steve Earl asking the board for consideration to amend the noise ordinance in Casco township. Discussion was had; this will be an item on the agenda for May.

Public Comment

Adjournment: 8:49 PM, Motion to adjourn by Fleming. Support by Clevenger. All votes in favor.

Rachel Ridley
Casco Township Clerk