

CASCO TOWNSHIP BOARD OF TRUSTEES
MINUTES REGULAR MEETING
MONDAY, SEPTEMBER 16, 2019 @ 7:00PM

Approved 10/21/19

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

Present: Overhiser, Brenner, Macyauski, Graff & 7 other interested citizens.

Absent: Winfrey

PUBLIC COMMENT: None

Reports:

Police: No Report

Rental Season Report:

Kathy gave the following report:

Overview

Compared to 2017 and 2018, this has been a calm year with far fewer issues reported. There have been fewer party/noise issues, fewer trash issues, and fewer parking issues reported. The number of Hotline calls has been way down (from 102 to 28), and the Host Compliance system is working much better than last year.

The addition of Paul Macyauski as the Short-Term Rental Compliance Manager has helped with both registration compliance and follow up on complaints. He worked with SHAES on inspections and tracked green emergency sign compliance.

Managing the registration process was simpler this year. Support tools were created last year, such as reminder letters, forms, mailing lists, and report formats. Procedures continue to be refined for efficiency, but it's working smoothly.

Last year we determined that we would focus some of our time on the following:

- Further enforcement
- Add subdivision to our spreadsheet to allow us to sort by subdivision/are
- Communicating with registered rental owners & contacts
- Making the registration process more efficient
- Improve process for responding to issues/complaints
- Determining the best way to follow up with callers

Over the past year, we have worked on all the above items and accomplished the following:

- With help from the Compliance Administrator we have 99% compliance for all known rentals.
- We added subdivision to our Permit List which has allowed us to publish the list of rentals on the website sorted by subdivision
- We created an owners email list and an emergency contact mailing list in addition to the owners snail mail mailing list. We sent communications via those lists, which saves the cost of paper, printing, and stamps.
- Registration letter to owners
- Add HC & Paul's numbers to your phone, sent to owners and Emergency Contacts

- First Street Beach situation letter sent to owners
- We sent an email to all the emergency contacts and owners letting them know that they needed to put both the Host Compliance number and Paul’s number in their phone so they could identify if Host Compliance was calling with an issue. That appears to have worked quite well. They are receiving the calls, acknowledging them, and the issues are being taken care of.
- Next year we will switch from mailing paper permits to owners to emailing .pdf versions of the permits, Good Neighbor Policy, and Thank you for registering note. This will save both time and money in the registration process.
- We have made significant improvements to the complaint process. Calls are coming through, and complaints this summer were resolved quickly. Streets are being matched, the emergency contact are being called, and they are following through. Paul has been on scene very quickly for noise complaints.
- Callers appreciated the follow-up calls after the fact; it became a way to get more information about the situation, to share more information about what occurred, and a way to educate if appropriate.

Hotline & 911 Calls

This year there were a total of 27 calls; last year there were 94 issues reported. We can’t definitively explain the reduction in complaints, but some possibilities include:

- Owners & agents emphasizing the need to quiet down at 10pm
- Fewer renters due to the high water/lack of beach
- Casco beginning to get a reputation for enforcing the rules
- Residents understanding trash, parking rules better
- State changes in Fireworks law
- Fewer general questions because it’s year 2 vs. year 1

Number of calls by category of complaint

	<u>2019</u>	<u>2018</u>
Noise/disturbance	10	28
General questions	3	16
Green Signs/Stickers	0	10
Trash	7 (6 occurred 1/13/31)	9
Registration related	2	6
Parking	3	5
Dog related	0	4
Renting to too many	2	4
Smoke/fire pit	0	4
Trespassing	0	4
Renter (guest) calls	0	3
Fireworks	0	1
Totals	27	94

Inspections were completed but we were not billed by SHAES yet for them.

The financial sheet is with these minutes.

Judy told Kathy it was a good report and the system is working and everyone is working together to make it work. Paul and Kathy have done a great job, working together.+

County: None

Clerk:

Minutes of the regular meeting of 8/19/19 were presented for approval.

Judy made motion to approve the minutes of 8/19/19. Paul supported. Any discussion.

Judy said on page 3 at the bottom Jurisdictional Control to add her request for a copy of the survey of the road area that is giving us the jurisdiction of.

All votes in favor. Motion Carried.

Cheri received a quote for a new copier in the clerk's office in the amount of \$3,797.37, if we want to add the fax to it would be another \$700.00. Cheri suggested that our old copier could go in the Senior Office. Allan made a motion to replace the old copier. Judy supported. Judy asked if it is a benefit to lease a machine. Cheri didn't ask about leasing. All in favor. Motion Carried.

Cheri made a motion to amend the budget for the following accounts

Senior Services Account # 290-000-403 in the amount from \$59,407 to \$59,307.00.

Police-

207-301-752 Misc. Supplies Traffic Clock \$2,719.00

This was approved but not budgeted

Cemetery

209-567-705.008 Cemetery Management \$652.00

Cemetery software-I made a new account for this

209-567-752 Misc. Supplies \$296.30

Gasoline-etc. that Joe buys for the cemetery

Road Fund

204-446-870.000 Paving \$141,864.84

Ck for \$216,297.66 brought the account balance nout of budget

Paul supported. Questions or discussion. None. All votes in favor. Motion Carried.

Treasurer:

Lu was ill, Allan gave her report.

Balance of the following accounts are as follow:

GENERAL FUND	BALANCE	\$580,992.94
PARKS FUND	BALANCE	\$75,948.68
SENIOR SERVICES FUND	BALANCE	\$80,434.86
FIRE DEPT FUND	BALANCE	\$487,119.79
ROAD FUND	BALANCE	\$247,361.56
POLICE FUND	BALANCE	\$135,868.21
CEMETERY CARE FUND	BALANCE	\$104,410.54
COLLECTED TAX ACCT	BALANCE	\$487,448.94
102 ND AVE SAD	BALANCE	\$46,271.36

BEACH DRIVE	BALANCE	\$107,251.27
LAKEVIEW PAVING	BALANCE	\$45,522.87
LAKEVIEW SEWER	BALANCE	\$6,888.12
LAKEVIEW WATER	BALANCE	\$107.45
PACIFIC SEWER	BALANCE	\$7,862.58
PACIFIC WATER	BALANCE	\$26,443.85
ORCHARD SEWER	BALANCE	\$23,453.74

Allan made motion to approve the following bills in the amount of \$1,355,703.43

GENERAL FUND	ORDERS #25738-25780	\$40,302.27
COLLECTED TAX	ORDERS#3579-3582	\$1,035,740.84
SENIORS FUND	ORDERS#753-756	\$1,865.04
PARKS FUND	ORDERS#1227-1240	\$1,362.00
POLICE FUND	ORDERS#269-271	\$2,786.87
ROAD FUND	ORDERS#1142-1144	\$230,885.14
FIRE FUND	ORDERS#3973-3974	\$41,496.70
CEMETERY FUND	ORDERS#1059-1061	\$1,264.57

Cheri supported. All in favor. Motion Carried.

Seniors:

Rachel reported that the exercise group and the breathing class are both going well. The turnout Has been great, the exercise group just keeps growing. Breathing with Barry has about 8 people now, it is on Wednesdays from 11:00am to Noon. Everyone is welcome.

There will be a Senior Luncheon in October but no date has been set yet.

Parks & Recreation

Bruce was absent- Paul gave report.

1. The committee discussed the fragile situation occurring at the bottom of stairs and recommends the board pursue the possibility of applying for a grant to stabilize the beach area around the stair supports. The Corp of Engineers Great Lakes Water Level Report indicates water levels will continue to be above the long-term average.
2. With regrets, the committee accepted the resignation of Rachel Ridley. Rachel's contributions to the Casco Community are commendable. Request the board to appoint a new member when available.
3. New committee member, Don Kuick, will help guide the committee in developing and implementing an invasive species plan.
4. The committee will monitor the maintenance of the preserve when contractors begin their efforts.

Paul also reported that the committee thought it would be a good idea to contact Pam Blough to possibly have her write a grant to get some funds to help save the bottom of our stairs at the Preserve. Cheri said with Rachel resigning from the Park Committee, Kathy has agreed to do the Facebook for the Parks.

Planning Commission:

Dave Campbell reported that

- Andy Litts has joined the PC and Dave feels he is going to be a good addition to the committee.
- Municode is up and running.
- September 18, 2019 @ 7:00pm, will be a regular meeting.
- Wednesday Sept. 25, 2019 at 6:00pm, there will be a Public Hearing.

Allan thanked Dave Campbell for all of his work he has done for getting Municode, Mary Tobin for proof reading, and Kathy for her work on it also.

ZBA: There hasn't been any meetings, but there is one coming up in October.

Library:

Bob Sherwood was present to give a report:

The Fennville District Library received a 3 year library services grant for \$110,000.00 "Impacting Families through Literacy." The funding is provided by the Institute of Museum and Library Services & Technology Act to the states.

The Fennville Library will collaborate with Telamon Migrant Head Start Center in Pullman, Mi to implement an innovative literacy program for families attending the seasonal migrant program. The literacy program will include a reading buddies English language mentoring group, family bilingual literacy kits designed to stimulate reading and family learning, an early literacy program for infants featuring sensory learning activities. STEM kits to complement classroom learning, weekly themed literacy backpacks for preschool children family memory kits used to stimulate the collection of family oral histories and family literacy nights at the library.

SHAWSA

There might be an amendment coming our way for the SHAWSA Agreement, there looking at changing the O&M fees that everyone pays on their bills, to a township debt retirement fee so there will be no cost increase to the user, but that money will be coming back to help pay the debt. The attorney feels that the current contract is a little foggy on that. The board may have a small amendment to look at next month.

SHAES:

The process for replacing Ron Wise is getting finalized, probably we will start a search here real soon. They anticipate that this will take about 9 months, whoever is selected will have at least 3 months to work with Ron to help with the transition.

OLD BUSINESS:

- Road Update:
Allan mentioned that most of the road work is done this year, with the exception of Blue star Highway. Blue Star was slated to be paved to 111th from where it left off, it is delayed now until next year. The reason for this is MDOT didn't get the information from the engineer in time to go out for bids.

NEW BUSINESS:

- Lighting at the Round A Bout
The township gets various complaints about the round a bout, it's dark, its this and its that, with the disappearance of Cousins Restaurants lighting it is darker than it used to be. Allan looked into a light and this is the City of South Havens power that comes out there, which they are a lot cheaper than Consumers Energy. The cost to install it would be between \$150 to \$300.00 depending whether it needs a pole or not. The electrical cost per month would be \$9.00 for this light.
Judy made a motion to approve putting a light at the Round-A Bout on Blue Star and North Shore Drive. Cheri Supported. All votes in favor. Motion Carried.
- Resolution for Millage Rate
Resolution for the Millage Rates for 2019 Winter Taxes, these are the millage rates that were used to develop the various budgets that we have for the various funds, specifically the revenue.

Operating	0.4467
Roads	1.4105
Roads	0.9739
Fire	1.8000
Ambulance	0.5000
Parks & Recreation	0.2434
Senior Services	0.2463
Police	0.4500

Judy made motion to approve the Resolution for 2019 winter taxes. Paul supported.
Roll Call vote: Paul, yes, Cheri, yes, Allan, yes, Judy, yes.
YAYS: 4
NAYS: 0 With one member absent

Casco Township Millage Rate Resolution No. 91619-11
Will be part of these minutes.

PUBLIC COMMENT:

Doug Nickerson said Dr. Yellich with Michigan Geological Survey Thermal has surveyed the bluff of Mt. Pleasant and some of Miami Park. He wants to see where the water is coming from.

Judy made motion to adjourn. Paul supported. All votes in favor. Motion carried.

Meeting adjourned at 7:55pm.

Minutes Respectively submitted by,
Cheryl Brenner
Casco Township Clerk

Attachment#1 Casco Township Millage Rate Resolution No. 91619-11