

CASCO TOWNSHIP BOARD
MINUTES REGULAR MEETING
APRIL 17, 2017 & 7:00PM

Approved 7/17/17

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

Present: Macyauski, Overhiser, Brenner, Winfrey, Graff & 19 other interested people.

Absent: None

PUBLIC COMMENT None

Reports

Police

Deputy Kurt Katje was present and reported that Easter weekend was very busy on the roads. Kurt said that traffic was high, the drunks were out this weekend he said that his shift alone 20 drunks were lodged. He said he caught a drunk driver at 1:00 pm in the afternoon.

He said that speeds were up, the speeds were 68,69 on Blue Star & 109th. He asked the public to be cautious he doesn't want to come up on an accident and have it be someone he knows.

Kurt also reported that the monthly statistics are starting again, the county will email them to Kurt and he will send them to Cheri.

Allan thanked Kurt for coming to the Rental Committee meeting, it was very helpful to have some questions answered and how issues are handled, he spent a lot of time with them and gave a lot of good valuable information.

Kurt reported that the car breaking and entering has stopped. The person they suspected when he was questioned he disappeared from the area and the breaking and entering stopped.

Clerk

Cheri presented the 12/12/16 Special Meeting minutes, February 20, 2017 Regular Meeting Minutes, March 20, 2017 Regular Meeting minutes, and March 23, 2017 Special Meeting Minutes for approval.

Judy made motion to approve minutes **12/12/16** Special Meeting. Paul supported.

Judy stated there is a correction on pg.3 to say **fill out complaint Air BNB not A&B.**

Motion to support with correction. All in favor. Motion Carried.

2/20/17 minutes

Lu made motion to approve **2/20/17** Regular Meeting minutes. Paul supported.

All votes in favor. Motion Carried.

3/20/17 minutes

Judy made motion to approve **3/20/17** Regular Meeting minutes. Lu supported.

Judy mentioned two corrections, one on pg3 number 7 to add to last sentence **the board deferred the purchase to the 2017/2018 budget.**

Judy said we need correction on page 5 Special Assessment District last sentence add **Val said the private well system from Miami Park has capacity and a new district is not needed.** All votes in favor. Motion Carried with corrections.

3/23/17 minutes

Judy made motion to approve 3/23/17 special meeting minutes. Paul supported.

Judy said she had 2 corrections. After discussion, there were no corrections. All votes in favor. Motion Carried.

Cheri presented amendments to be made to several accounts:

Accounts to Amend

Casco General

101.100.81600	Aflac Ins. Exp.	\$ 420.00
101.191.71200	Election Wages	\$ 264.00
101.191.799	Election misc. supplies	\$1,195.75
101.191.901	Election legal advertising	\$ 881.06
101.209.798	Assessor Misc. Exp. (not budgeted)	\$1,539.00
101.209.825	Assessor Seminars	\$ 250.00
101.209.852	Assessor Postage	\$ 550.50
101.215.703	Deputy Clerk Wages	\$2,021.11
101.215.804	Clerk mileage	\$ 190.05
101.215.81600	Aflac Ins. Exp	\$ 640.00
101.253.799	Treasurer Misc. supplies	\$2,066.21
101.265.702	Building Dept. Wages (Joe Dubas)	\$ 300.00
101.265.851	Building Dept. telephone	\$ 964.65
101.276.801	Cemetery Contractual Serv	\$2,956.00
101.400.704	Zoning clerical wages	\$ 782.78
101.400.712	Zoning Plan/Bd appeals wages	\$2,822.93
101.400.802	Zoning Legal fees	\$8,729.79
101.400.901	Zoning Legal advertising	\$3,637.88
101.850.96903	Airport Authority	\$ 645.04
101.850.96906	Al-Van	\$1,500.00

PARKS

208.750.702	Recreation wages	\$1,355.00
208.750.720	Payroll Taxes	\$ 76.46
208.750.760	Consultant	\$6,757.50
208.750.804	Signage	\$1,423.18

SENIOR SERVICES

290.850.80000	Hospitality	\$ 88.20
290.850.816	Aflac Ins. Exp.	\$ 80.00
290.850.856	Mileage	\$1,068.07
ROADS		
204.446.868	Reseal Program	\$8,374.61
FIRE & AMBULANCE		
206.336.95510	Protective Equipment	\$3,769.17

Lu made motion to approve the amendments. Judy supported. All votes in favor. Motion Carried.

Cheri mentioned that Allegan County has chosen Dominion Tabulator for the new voting equipment.

Treasurer-

The balances for all accounts are as follows:

General Fund	Balance	\$550,155.24
Parks Fund	Balance	\$ 45,704.82
Senior Services Fund	Balance	\$ 52,788.47
Fire Dept. Fund	Balance	\$795,149.74
Road Fund	Balance	\$315,835.27
Police Fund	Balance	\$154,294.64
Cemetery Fund	Balance	\$114,965.47
Collected Tax Acct	Balance	\$ 22,576.34
Lakeview Sewer	Balance	\$ 17,927.12
Lakeview Water	Balance	\$ 4,550.81
Pacific Sewer	Balance	\$ 18,844.75
Pacific Water	Balance	\$ 50,228.07
Orchard Sewer	Balance	\$ 29,937.80
Lakeview Paving	Balance	\$ 55,338.95
102 nd Ave. SAD	Balance	\$ 63,467.47

Lu made motion to approve the following:

General Fund	Orders #24276-24361	in the amount of	\$ 41,845.77
Parks Fund	Orders#882-896	in the amount of	\$ 12,860.07
Seniors Fund	Orders#611-616	in the amount of	\$ 4,180.11
Collected Tax	Orders#3292-3315	in the amount of	\$1,419,724.63
Police Fund	Orders#170-173	in the amount of	\$ 7,069.53
Fire Fund	Orders#3946	in the amount of	\$ 62,317.02
Pacific Water	Orders#102	in the amount of	\$ 7,671.92

Pacific Sewer Orders#1009 in the amount of \$ 6,156.25

Paul supported. All votes in favor. Motion Carried.

Parks

Bruce presented the Goals and Objectives which is the main part of the 5-year plan and some priority projects and he asked if the board would like to look over the Goals and Objectives before the next meeting.

Bruce reported that the dog station will be removed April 30th until October 1.

Judy asked for an explanation of the Goals and Objectives. Pam explained that it is an update of the 5-year plan.

Senior Care

Rachel reported that on Wednesday, April 19, 2017, there will be a potluck and a Presentation by Dr. Tony Kostiuk, spine surgeon with South Haven Orthopedic. Also, Wednesday, May 17, 2017 @ 12:00pm at the Casco United Methodist Church the Annual Senior Appreciation Luncheon. Rachel asked to please RSVP to her.

Rachel reminded all of us to watch our senior neighbors even if winter is over they still may need help with yards, etc.

County - No report.

Fennville District Library- Allan received in the mail the 2016 Annual Report.

This will be part of the minutes.

Planning Commission

Dian Liepe reported that she has taken over as Chairperson and they are busy trying to do the Workshop with the rental issue and we are just making headway and she feels they will get there. Dian said she looks forward to working with the board.

ZBA-Meeting April 27, 2017.

Water/Sewer –

Allan gave the board a copy of the letter submitted by Bill Chambers in regard to some trees on Bill's property that were cut by B&Z Construction while working on the 102nd Avenue project in October 2016. Allan said he reached out to Bill today to try and get a meeting regarding this letter, when Bill submitted this letter, Rob Piersen went on a two-week vacation, there is supposed to be a meeting with B&Z, MidWest Civil Engineering and

the Road Commission this week. There should be some action on this pretty quick to get this problem straightened.

Allan stated that Ross Stein had a stroke and spent the weekend in the hospital.

A tentative date of May 22, 2017 for an organizational meeting for the authority.

Also, they have a draft for an ordinance that will have to be passed that must do with the operations of SHAWSA.

SHAES-

There is a new Fire Science Program at the Van Buren County ISD and the kids can go over to the ISD, there are 22 enrolled. This will save SHAES some money because they use to put this on. This is also teaching children about community service. SHAES donated an older fire truck to the program.

Allan thanked the Board of Review members Ruth Hewitt, Matt Hamlin, David Campbell and Blanche Wilkinson. It went very well this year. Allan stated that they have a good process now and it seems to run very smooth.

Judy asked Allan to explain the veteran's criteria to be exempt from taxes.

A veteran must be honorably discharged, 100% disabled or 100% unemployable.

OLD BUSINESS

Al-Van Contract which we have seen before to provide them with some of their supplies and their rules of governance and Lisa sent back some numbers to look at and there is no urgency on this because we are going to be talking about the budget.

Compensation Committee

Allan thanked the committee for working on this they are George Fleming, Jeanne VanZoeren, Dian Liepe, Paul Macyauski and Cheri Brenner.

Dian Liepe did a presentation, she stated that we spent time on reviewing information we got from other townships and comparing these it was like comparing apples to oranges because the townships are all different, there are some townships that have people that are employed that do a lot of the work and they also have township officials, it is like they have extras. There are also townships that have the treasurer being paid more and some townships have the clerk being paid more for example. Our supervisor, clerk, & treasurer all have different jobs but they are all equally important, they are hard to compare because everyone is doing different things but we felt that they are all equally important and they should all be paid the same. This brings everyone up to the same wage and that was \$26,400.00 per year realizing there hasn't been any raises in years and if we were to have a 3% raise each year the wages would have been more. The other thing that the committee noticed that there is more going on in Casco, we

have more responsibility, we have more meetings and when you add in the additional time spent at more meetings, workshops to go to, we really felt the trustees needed to be paid more. The committee's recommendations for the trustee's annual salary should be \$4,500, where this increase covers those extra meetings, extra activities that is over and above the per diem paid for being on committees. The other thing the committee looked at was we didn't want to be in this position net year so the committee felt that there should be a 3% cost of living raise each year. the other thing is the committee is suggesting that every five years the wages of the township officials should be reviewed. Also, these increases would go into effect July 1, 2017 the 3% would be in the following year. Dian stated that she doesn't see our township slowing down and she sees the township growing and that is growing in work, responsibilities, positions, and she really thinks we should start considering more full-time positions or more part time positions to help at the township.

Judy asked on the equal salary for all three officials how did you conclude in that decision? Dian answered that salaries were from \$24,000 to \$26,000 and there was one that was higher but that was Dorr township they are bigger and have a larger population but the committee felt that because of being on the lake we were with more value.

David Campbell recommends that we move forward on approving these salary increases.

Resolution No. 41717-1 – Supervisor Salary

RESOLUTION TO ESTABLISH TOWNSHIP OFFICERS SALARY

Judy made motion to approve Resolution No.41717-1 to pay Supervisor, Allan Overhiser, \$26,400 annually to go into effect July 1, 2017. Macyauski supported.

Roll Call Vote:

Ayes: Judy, yes, Lu, yes, Cheri, yes, Paul, yes

Nays: none

Resolution No. 41717-2 – Treasurer Salary

RESOLUTION TO ESTABLISH TOWNSHIP OFFICERS SALARY

Judy made motion to approve Resolution No. 41717-2 to pay treasurer, Lu Winfrey, \$26,400.00 annually to go into effect July 1, 2017. Macyauski supported.

Roll call votes:

Ayes: Judy, yes, Cheri, yes, Paul, yes, Allan, yes

Nays: none

Resolution No. 41717-3 – Clerk

RESOLUTION TO ESTABLISH TOWNSHIP OFFICERS SALARY

Judy made motion to approve Resolution No. 41717-3 to pay Clerk, Cheryl Brenner, \$26,400 annually to go into effect July 1, 2017. Macyauski supported.

Roll call votes:

Ayes: Judy, yes, Lu, yes, Allan, yes, Paul, yes

Nays: none

Resolution No. 41717-4 – Trustee Salary

RESOLUTION TO ESTABLISH TOWNSHIP OFFICERS SALARY

Lu made motion to approve Resolution No. 41717-4 to pay Trustee, Judy Graff, \$4,500 annually to go into effect July 1, 2017. Brenner supported.

Roll call vote:

Allan, yes, Lu, yes, Cheri, yes, Paul, yes

Ayes: Overhiser, Winfrey, Brenner

Nays: None

Resolution No. 41717-5 – Trustee Salary

RESOLUTION TO ESTABLISH TOWNSHIP OFFICERS SALARY

Lu made motion to approve Resolution No. 41717-5 to pay Trustee, Paul Macyauski, \$4,500 annually to go into effect July 1, 2017. Brenner supported.

Roll Call vote:

Ayes: Judy, yes, Cheri, yes, Allan, yes, Lu, yes

Nays: none

NOISE ORDINANCE:

We have had the noise ordinance for a while now since December 2016, Allan mentioned that he has a draft of a Noise Ordinance we have been looking at, he also said there was a part of the old ordinance that Kurt liked, the new ordinance prohibits loud noises that disturb the peace. The only change made is Section 7. General exemption No. 6

Sounds made in the Agricultural Area, which Agricultural Area directly abuts the Residential Area, Commercial Area, or Industrial Area, to the extent the sounds pertain to land uses permitted in the Agricultural Area including sound emanating from the discharge of firearms.

Judy made motion to approve the 4/11/17 Noise Ordinance No. 041717. Lu supported motion.

Roll Call Vote: Judy, yes, Lu, yes, Allan, yes, Cheri, yes, Paul, yes.

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

Nays: none

All in favor. Motion Carried.

FRIENDS OF BLUE STAR TRAIL

Jeanne Van Zoeren gave a brief presentation of what the committee has accomplished from year to date. They are under construction on Blue Star Highway 64th to Blue Star – 20 miles, they hope to be done by July 2017.

She also mentioned that they are asking for letters of support from the different entities, Saugatuck, Saugatuck Township, Ganges Township, Casco Township, and City of South Haven. Allan asked for a motion for support to redo the letter from 2014.

Paul made motion to send a letter of support. Judy seconded. All votes in favor. Motion carried.

Paul made motion to Support. Judy seconded. All votes in favor. Motion carried.

RENTAL ADVISORY COMMITTEE-

Allan said that Paul was on the committee with John Barkly, Mary Campbell, Kathy Stanton, Allan thanked them for putting this committee together and he thanked Mary for this, we are blessed to have Mary because this is how she makes a living. Allan thought this was a good exercise to bring people together that don't agree on the rental subject and he feels everything was very civil. He also felt that there was a better understanding of things at the end of the meeting. There have been two meetings the first meeting was a lot brainstorming and discussion and the second meeting was to develop a Good Neighbor Policy and a Volunteer Renting Registration.

Mary Campbell thought it was a good exercise to bring people together, we gathered a lot of input in developing the Short-Term Voluntary Rental Registration and A Good Neighbor Policy and she thought the committee members did a great job.

There was a lot other discussion on this subject.

SECURITY CAMERA FOR PRESERVE PARKING LOT-

Allan has some recommendations to call for information. Judy recommended to spend up to \$3,500.

ROAD MILLAGE:

Allan stated that the conditions of the roads are bad and we don't take in enough money to keep up with the roads every year, we keep getting behind. We have discussed this before so we thought we should put on the ballot for November 2017 1 mill for roads. Cheri said the deadline to get this on the ballot for November election is August 15, 2017. Allan said he would get a resolution drafted for the wording for 1 mill.

SPECIAL ASSESSMENT DISTRICT REQUEST (BEACH DR)

Letters have gone out to the individuals in the Beach Drive district.

NEW BUSINESS

EMPLOYEE COMPENSATION

Allan recommended to compensate Ruth Hewitt she goes over and above to help everybody she is Alfred's, she is chairperson for elections, she is recording secretary for Board of Review, and she helps in the Treasurer's office. Ruth did an excellent job in organizing the expanded file

room. Allan mentioned that any township would like to have a filing/records room like we have.

Allan made a motion to give Ruth a \$2.00 an hour increase. Judy supported. All votes in favor. Motion Carried.

SENIOR SERVICES OF VAN BUREN COUNTY-

Allan mentioned he was meeting with Jennifer Carver, Director of Senior Services of Van Buren County, to discuss the possibility of combining the two senior programs.

Landscaping of the south side of the Hall

The township received a quote from Horizon in the amount of \$1,013.00.

Judy made a motion to accept the quote from Horizon Landscaping. Paul supported. All in favor. Motion Carried.

Employee Compensation

Because of Ruth Hewitt's years of working for the township and the excellent job she did Organizing the new file room, Allan proposed to give Ruth a \$2.00 increase in her pay. Ruth always goes over and above when she works.

Allan made a motion to give Ruth Hewitt a \$2.00 an hour raise, effective July 1, 2017. Judy supported. All votes in favor. Motion Carried.

PUBLIC COMMENT: None

Judy made motion to adjourn. Paul supported.

Meeting adjourned at 9:55pm.

Minutes Respectively Submitted by,
Cheri Brenner, Clerk