

Casco Township Board of Trustees  
Meeting Minutes  
Monday, February 17<sup>th</sup>, 2025 @ 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, Campbell & Fleming along with 8 residents.

**Absent:** Clevenger

**Public Comment:** None

**Van Buren County Senior Services:** Diane Rigozzi was in attendance and shared with us statistics for Casco Township residents for the month of January 2025. In January, there were 12 different people who participated in Senior activities at the Casco Township Hall. There were 129 different Casco residents who participated in various activities at the Van Buren Senior Center in South Haven. This totals 141 different Seniors served in the month of January. There were 75 various activities taken part in by our Seniors here at the Hall and another 816 activities taken part in by our Casco Seniors at the Senior Center. We have a total of 412 active members on their roster from Casco. Van Buren Senior Services is also conducting a survey and have had 18 responses so far from Casco; all of which have been positive. Diane also reminded us of the hours for the Casco site as follows:

Mondays: 11-12 Exercise, 12:30-3 Cards with dessert & coffee

Thursday: 11-12 Exercise, 12-1 Lunch & 1-2 Craft/Speaker or Activity

Fridays: 11-12 Exercise

**SHAES:** Supervisor Overhiser shared that Firefighter/Paramedic, Dave Griessel plans to retire after almost 15 years of service with SHAES. He will be greatly missed!

**Police:** No report.

**County:** County Commissioner, Brad Lubbers was in attendance and reported that there will be some scheduling changes to the County meetings. Meetings will be wrapping up earlier so please plan to come earlier than later to ensure they are there. We were also reminded that the Allegan County Drain Commission has now moved to the Dumont Lake location. Lastly, Lubbers reported that Resource Recovery has announced some important dates for the County in terms of waste and recycling and they are as follows:

June 14, 2025: Hazardous Waste Collection Event at the Fennville City Hall.

August 16, 2025: Tire Collection Event at Casco Transfer Station.

Additional Events are planned for Hazardous Waste and Tire Collection in Otsego on 10/4/25 and Wayland on 5/3/25.

**Library:** No Report.

**Clerk:** Ridley presented the meeting minutes from the January meeting to the Board for approval. Two typos were corrected. Motion made by Campbell to approve, support from Fleming. All votes in favor. Ridley made a motion to amend the budget and increase the following accounts to the following amounts:

Clerk's Legal Fees ('24 IRS Notices) \$2580

Clerk's Printing \$150

Assessor's Postage \$3257.11

Building Dept. Clerical \$2000

Building Dept. Misc. Expense \$150  
Other Services/Fess (Envision Payroll) \$1350  
Airport Authority \$9498.29  
Zoning Ordinance Maintenance \$1000

Support by Fleming, All votes in favor.

The Bank Reconciliation report was presented to the Board for Approval by Clerk Ridley. Motion was made by Fleming, Support by Campbell. All votes in favor.

**Treasurer:** Clerk Ridley presented the bills for January in Clevenger's absence in the amount of \$269,398.13. Motion to approve was made by Fleming, supported by Campbell.

**Planning Commission:** No Report due to the next Meeting being on Wednesday 2/19/25. No estimate on when the survey results will be in but Trustee Fleming said he will look into this.

**Parks & Recreation:** Trustee Campbell reported that the Parks & Recreation Committee would like to see Monthly Vendor Reports to help them better understand the Park's Budget. Clerk Ridley will make sure these reports are available before Park's Meetings. As of now the LRE (Land Resource Engineers) Wetland Delineation is scheduled for May but the Park's Committee is hoping to get that rescheduled to April, with weather cooperation, to better prepare a plan before the Park's Grand Re-Opening, that is set for 6/29/25. Campbell also pointed out that the March Park's Meeting will be budget focused. The Parks Committee plans to ask Groundskeeper, Brian Ridley to attend the April meeting to discuss additional tasks he may be able to take on this Spring & Summer. Discussion was had on the Stufflebeam Driveway Request. The Parks Committee continues to feel that this driveway would be problematic for our already congested area at the First Street Park; affecting plantings, bike space, etc. The Parks Committee has decided they are not in favor of this additional driveway at 58 North Shore Drive. See continued discussion under new business: First St Driveway.

Campbell also reported that the Parks Committee is happy with Haven Maid Service, who we are using to maintain the new restroom at the Casco Nature Preserve. More discussion was had on the plan to fundraise funds for the upcoming project to provide beach access again at the Casco Nature Preserve. Possible partnerships were mentioned with the Allegan Foundation. The hope by Chairperson Andy Litts would be to meet with and gather information from the Foundation before we have our plan in place to see how they can help. This would be beneficial to the Township as they already have the platform and fundraising system needed to take on this project.

Lastly, a motion was made by Campbell, Supported by Fleming to go ahead with the Wetland Delineation Study quoted to us by LRE in the amount of \$2900. All votes were in favor.

**ZBA:** No Meeting to report.

**Senior Services:** Trustee Campbell mentioned that Area Agency on Aging Services continue to integrate with Allegan County Services. Area Agency on Aging is now offering Respite Care & Support through a Respite Certificate Program, designed to offer respite services to give caregivers the breaks they need.

**SHAWSA:** Supervisor Overhiser reported that talks continue on the Covert/Palisades Extension. The new water tower construction continues on Blue Star Hwy. This week a meeting will take place to discuss finances. The next meeting will be the last Tuesday of the month, 2/25/25.

**Mount Pleasant 100-year Celebration:** Supervisor Overhiser has drafted a resolution as requested at the January Board Meeting for the 100 Year Celebration of the Mount Pleasant Subdivision. He has asked Dep. Clerk Kathy to print this on nice certificate paper. The Board plans to invite representatives from the subdivision to the next Board meeting to honor them with this resolution.

**ESTA Update:** Clerk Ridley reported that we are still working towards the 2/21/25 deadline to be ready to teach our 9 hourly employees to keep in compliance and allow them to accrue sick time based upon the new law set to go into effect. On 2/13/25 we received an email from the State saying they are hopeful that there will be an extension to this deadline of at least July but as of now, that has not been confirmed so we need to move forward as planned with using Envision Payroll to help us with this. The Board previously approved this service through Envision with a one time, \$50 fee and then monthly at \$19; \$10 base fee and then \$1 for every employee needing tracking.

**Hall Renovation Project:** Julie Cowie was in attendance and spoke on the continued plan to renovate Casco Township Hall. Another meeting is needed to move forward and gain clarity on a couple of issues, including what our intentions are for the existing offices at the Township Hall and parking. Discussion was had on the Board wanting to complete this project in phases as to not disrupt current operations at the Township Hall. Julie planned to pass this information along to our Architect, Brian Peterson, so that he can move forward. A Special Meeting is set for Monday 3/3/25 at 4:00 PM to continue discussion on this project.

**Water Test for Park with New Age Laboratory:** Supervisor Overhiser spoke with New Age Laboratory about taking care of water sampling at Casco Nature Preserve for the ongoing future. We do not have a contract with them at this time but Overhiser would like to recommend we use New Age for this service going forward.

**Dust Layer:** Supervisor Overhiser recommended we continue with our previous plan to purchase three applications of Dust Layer through Southwestern Michigan Dust Control, to be applied over the course of the Summer. The cost has not changed the past few years and remains at \$14,500 per application. This would be for all of Casco's gravel roads, totaling 27.346 miles. Motion made by Overhiser, support by Fleming. All votes in favor.

**First St Driveway Access:** Previous discussion was had on this driveway request for Kevin Stufflebeam at 58 North Shore Dr. The Parks committee did not support this request. Please see Parks report for complete discussion. Supervisor Overhiser made a motion to deny the Driveway Request, support by Ridley. All votes in favor.

**Door Code Change:** Supervisor Overhiser informed the Board that new door codes would soon be programmed to ensure security at the Township Hall. At this time, a brief discussion was had regarding the clean up of the garage and hauling away of junk items or scrap metal. Overhiser motioned to request a \$2000 budget to help with the cleanup project, support by Ridley. All votes in favor.

**Boundary Line Adjustment:** Zoning Administrator, Tasha Smalley has requested a Boundary Line Adjustment between neighbors, Phillip Kayse and Ronald Bloomfield. The applicants wish to adjust the property line approximately 12-16 feet. Smalley provided the Board with maps showing us that Parcel A from Lot 3 will be adjusted to Lot 4. (Please see included maps.) Both neighbors were pleased with this solution. A motion was made by Fleming, support by Cambell. Roll call vote; Overhiser, yes. Ridley, yes. Campbell, yes. Fleming, Yes. All votes in favor.

**Pershing/Adams Street:** The Board received a letter on 2/11/25 from Sue Catherman and neighbor, Sylwester Bachleda regarding their neighborhood of 7387 Adams St and 79 Pershing St. They, along with other neighbors, wished to inquire about the possibility of streetlights in their neighborhood and also the paving of their gravel roads. They feel that not having streetlights decreases their safety and makes them vulnerable to criminal activity. The gravel roads are very dirty and mucky because of the clay and make it very hard to keep homes and vehicles clean. The yield sign at the end of their street is almost hidden by a large overgrown tree. Supervisor Overhiser explained how streetlights work in Casco Township in other neighborhoods such as the Washington St neighborhood. This happens with a special assessment project. Petitions would need to be filed with landowners' signatures and this would be funded by the neighbors in this neighborhood. Catherman stated that she would like to hold off until the completion of several other homes going into the neighborhood to help split costs more evenly once those homes are in place. She was advised to make an appointment with Supervisor Overhiser when she was ready to begin that process. In terms of paving the roads in the neighborhood, Overhiser informed the neighbors that this request would go before the Road Committee, and they would be added to the list. He did point out that there is a very long list, but he will make sure they are added. In the short term, a solution was offered to the neighbors in the way of a special gravel known as 21AA. This gravel is a crushed gravel that is stronger and packs better. It is more costly but Overhiser felt it would serve as a good short term solution to the concerns of the neighborhood. It was noted that we have tried this application on other areas of the Township and had success. Overhiser will pass this referral along to the Road Commission, along with the request to give attention to that yield sign at the Adams/Pershing intersection. A motion was made by Campbell to approve, support by Fleming. All votes in favor.

**Public Comment:**

- Casco Resident Julie Cowie inquired about our new Assessor. Supervisor Overhiser explained we are hopeful we will have an announcement soon in terms of hiring Kelli Jellison who has been our temporary Assessor since the previous Assessor's termination. This decision is based in part on whether Kelli's company, Assessing Solutions feels they can handle the workload of Casco Township. Discussion was again had about what the new Assessor's role will look like in the Township.
- Casco Resident, Phillip Kayse of Columbine Ave inquired about the paving schedule and how to get his neighborhood on the list for repaving. Overhiser advised him there could be some other options for moving forward verses repaving. Overhiser advised Mr. Kayse to write a letter to the Road Commission and that we would also request this project to be added to their list.

- Casco Resident and former Township Clerk, Cheri Brenner spoke and expressed her gratitude for the Board and Casco Township for all the years she was Clerk for the Township. The Board also expressed their appreciation for Cheri and her service!

**Adjournment:** Motion to adjourn by Overhiser, support by Fleming. All votes in favor.  
Meeting adjourned at 8:20 PM.

Rachel Ridley

Casco Township Clerk