

DRAFT

Casco Township Board of Trustees
Minutes, Regular Board Meeting
Monday, October 20th, 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, Clevenger, Ridley, Campbell & Fleming along with 6 guests.

Absent: None

Public Comment: None

SHAES: Johanna Quinn reported this month for SHAES. The past month has had 17 fire calls & 21 EMS calls for a total of 2,380 year to date. This is up from 2,181 total for 2024. Quinn also reported that the Department has approval to purchase a new Fire Boat. They will soon begin gathering quotes and then making a down payment. The Department is happy to have added an additional power loader so now 2 of their 4 trucks have this equipment which makes loading patients extraordinarily easier. SHAES also wants to recognize Sherm Dykstra who was recently added to the Firefighter's Memorial wall on 9/22/25. Quinn noted that the Department has hired one new staff member with three positions remaining. She anticipates offers to go out in December for new hires at the first of the year. The Department is working hard to continue their presence in the school and at ISD events to help gain more interest in the fire program. Captain Hinz wanted Quinn to mention a new House Bill they are working on that would help with Medicare reimbursements; they will continue to keep an eye on that. The Department recently visited Grace Chemical plant in South Haven for a safety drill and plant walkthrough. The new grass trucks (that will ultimately serve as plow trucks as well) were put into service last month and now they have identical trucks available at all stations. Quinn also updated the Board on SHAES response times. They obviously strive to keep these times as short as possible. In 2013, 88% of calls were less than 90 seconds. In 2020, 63% of calls were less than 90 seconds. Times are now coming back up; in 2024, 71% of calls were responded to in under 90 seconds. The Department also reports they are doing better in terms of needing less mutual aid from other departments; they have gone from 9.5% of their calls needing Mutual Aid to now 5.8%. Lastly, the Fun Fair at Fire Safety Night continues to be a great success enjoyed by all! Supervisor Overhiser commented on SHAES and the incredible job they do, serving 100 square miles!

Allegan County Sheriff Department: Deputy Zach Hoyt reported that the Public should pay close attention to abandoned homes and areas in the Township as they are seeing an uptick in squatters near 104th/65th street. They are making major effort to the West side of the County and Hoyt reminded residents to call if they see something and be vigilant as we head into Fall/Winter. Discussion was had at the time on how best to remind residents about the availability of House Checks through the Allegan County Sheriff's Department and it was requested that Kathy add it to the Township's website. Deputy Hoyt also reported that he has been assisting Lee Township with quite a few calls, but he stays in Casco as much as possible. Lee Township sees 3-4 times the number of calls that Casco does and the Department just does not have enough Deputies to cover the County. Lastly,

Deputy Hoyt reminded the Board and Residents that email is the best and quickest way to contact him, zhoyt@allegancounty.org.

County Commissioner: Allegan County Commissioner, Brad Lubbers was in attendance and reported that the County is in the final stages of editing and printing a new County map that will be distributed around Allegan County. He also reported that their Budget had been approved at \$51,000,000 for the general fund, which is up 6.6%. Levied taxes have stayed in the mid-range. Special Revenue Funds are down by 1.8%. The parks were granted \$150,000 for Parks Operation and \$250,000 for Parks Infrastructure. He notes the parks needed roughly \$10,000,000 so this amount is a small drop in the bucket to help keep our parks afloat. The County just found out that the Road Commission will receive an additional \$7,000,000 from the State of Michigan-they have not yet been told how the money will be allocated. Lubbers also noted that the budget for County Revenue Sharing remains steady with no change at the County level. It was also noted that the current Government shutdown is creating a lot of holdups in Federal funding which means the County may have to pay some differences in some of our federal programs as we wait for things to get sorted out. Commissioner Lubbers also invited the Board and Residents to join in a Grand-Reopening Ceremony for Pier Cove Park on 11/1/25 at 1PM.

Library: Bob Sherwood reported for the Fennville Library that they are happy to announce that Marilyn Jessop has been voted in as the Library Board President. She is doing a great job, and they are all happy to see her in this role. Mr. Sherwood also reported that the parking lot expansion continues but is delayed. He attributes the very long completion time to the fact that the same contractor is doing the parking lots expansion and the Fennville City Square project. It is coming along, just taking additional time. Lastly, it was reported that there is a major change coming to all library systems in the Country. The wholesale purchasing company Baker & Taylor has announced they are declaring bankruptcy and said that they see “no sustainable path to keep the wholesale library industry going.” This means that every single book order must be individually canceled and then reordered again with a new supplier. The new supplier has yet to be determined but some options include Amazon, Ingrams and even Barnes & Noble. At this point, all new book purchases are up in the air as they research their options.

Clerk: Clerk Ridley presented the meeting minutes from the September 15th Board Meeting. A motion was made by Clevenger to approve, support by Fleming. All votes in favor. Clerk Ridley reminded residents about the upcoming Election on November 4th, 2025. This will be for all South Haven voters for a Lake Michigan Collage Millage renewal. The clerk’s office has been busy with Absentee Ballots; we have received over a third back so far. The Public Accuracy Test took place on Wednesday, October 15th. All inspectors have been assigned and in place.

Treasurer: Clevenger presented the balances on all funds as of

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|--------------------|----------------|
| • 101 General Fund | \$1,179,750.24 |
| • 204 Road Fund | \$314,862.41 |
| • 206 Fire Fund | \$152,366.81 |
| • 207 Police Fund | \$92,030.87 |
| • 208 Parks & Rec. | \$294,537.71 |

- 209 Cemetery \$96,076.12
- 290 Senior Serv. \$84,406.86
- 703 Current Tax Collection \$2,994,511.74

Clevenger made a motion to approve checks 29976-300004 in the amount of \$544,018.46. Support by Fleming. All votes in favor.

Clevenger reported that the three CDs opened earlier this Spring have brought in right around \$8500 in interest since April. Supervisor Overhiser also noted that our annual audit is currently underway at the Township Hall this week.

Planning Commission: Trustee Fleming reported that the October meeting was canceled. The September meeting was primarily about Daydreamer Domes including lots of questions, comments and more requests for information and paperwork from owner, Missy Fojtik. The next meeting will be a continued Public Hearing where they will go over the new plan for Daydreamer Domes, if the complete application is returned to the Planning commission for review before then.

Parks & Recreation: Trustee Campbell reported that Parks & Recreation Committee Members Debbie Weaver and Paul Macyauski recently sent a letter to Rob Pirsein with Merritt Midwest Engineering on September 29th, 2025, to ask them to provide a proposal for a comprehensive plan for a walking path to the beach at Casco Nature Preserve. Campbell also reported that the sink has broken free from the wall in the new restroom and will need to be fixed. This Spring the Park Committee plans to order soap dispensers. Campbell made a motion to purchase two new trash containers (Matching the current ones already on the South side of the property) in the amount of \$5,600. Supported by Clevenger. All votes in favor. Campbell reported that the Committee is still looking into Security Cameras and or a Security Company for the Casco Nature Preserve. Last, Trustee Campbell reported that the discussion continues within the Parks & Recreation Committee about the wetlands, plantings and what does/does not need to be done there to manage it.

ZBA: The ZBA will meet on November 13th to discuss a couple of variances.

Trustee Campbell provided an update at this time on Allegan County Senior Services stating that on 12/3/25 the Committee on Aging plans to meet and discuss the question, are we doing enough for all Allegan County Seniors? The group wants to specifically look into millage funds for helping low-income seniors in the County.

Senior Advisory Committee: Committee Member, Linda Teeter provided the Board with participation numbers from September 2025. There were 12 unduplicated Casco Seniors who took part in activities here at the Township. There were 213 unduplicated visitors at the South Haven site. There were 118 total activities enjoyed by Casco Seniors here at the hall. There were 1,630 activities enjoyed at the South Haven site. The total is 218 total seniors enjoying activities and over 1,758 activities enjoyed! Teeter also reported that the 4th quarter Newsletter just came out. She also reported that she has spoken with Jennifer Garcia, Director of Allegan County Senior Services, and asked her to provide numbers of Casco Township Seniors who are receiving services. They record this by zip code so it will be easy to provide and will also include volunteer transportation. Lastly, Teeter reported on the fact the Director, Diane Rigozzi wants the Senior experience to be that of an “adult Disneyland” when they come to participate in an activity. This time should be fun, uninterrupted and respectful to everyone in the room. Rigozzi plans to include some

guidelines for the future to help remind people of things like no phone calls, no side bar conversations, no coming in 10 minutes late or leaving during a class. The guidelines will be shared once complete, and Seniors will be asked to sign that they understand. The hope is that this will help to create that wonderful space to come into that is quiet, patient and loving for our Seniors. Teeter also reported that the Casco Site Coordinator, Rhonda, is doing a very good job contacting those Seniors who are not here and she will continue to be mindful of that while not releasing any personal numbers. Clerk Ridley noted that the recent Sip & Canvas event was a huge success!

Short Term Rentals (STR): Kathy Stanton and Paul Macyauski were both in attendance to speak about their work with Short Term Rentals in the Township. Kathy reported the following summary of numbers for the year...

2025 Rental Registrations: 151

2024 Rental Registrations: 143

Currently Unregistered Rentals: 6 properties still being pursued for delinquent registration

Complaints: 25 total Calls (plus 2 not complaint related)

Complaints;by.Reason

- 18 calls about noise
- 4 about occupancy rates
- 2 about trash
- 1 about parking
- 1 other – unleashed dogs running on beach
- 2 General questions; one about the status of their registration; one wanting information about rentals

Complaints;by.Address

- 7 at 7411 Mitchell Ct. – noise, occupancy
- 3 at 1162 Edgewater – noise, trash
- 2 at 7414 Mitchell – noise, occupancy
- 2 at 860 Lake Michigan Dr. – noise on the same night
- 1 at 35 North Shore Dr. N - noise
- 1 at 7180 Wildwood - occupancy
- 1 at 625 Lakeshore – advertising for 16 people
- 1 at 1140 Edgewater – trash
- 1 at 7413 Mitchell – noise
- 1 at 800 Blue Star – noise, parking, illegal rental in storage shed

Kathy also reported on the STR Budget...

Incoming - Registration Fees: \$49,000.00 (151 rentals @ \$325 each)

Granicus Cost: \$11,720

STR Management:	\$13,000
STR Compliance:	\$ 9,048
SHAES Inspections:	\$ 5,000
Other Admin. time/cost:	\$ 1,500
Estimate of 2025	
Spending Cost:	\$40,268

Kathy also broke down the various responsibilities that both her and Paul have in terms of Short-Term Rentals:

STR Management Responsibilities (Kathy):

Write and send reminder emails twice before April 1 to all currently registered or recently registered owners.

Maintain the “permit” spread sheet that is sent to Host Compliance (Granicus) for updating their database. Add and update information on the sheet year to year. Send copies of Assessor’s database to Host Compliance.

Process registrations - payments documented and forwarded to Treasurer; registration forms copied, scanned, and added to Drive for access by Kathy and Paul.

Create Permits; email to Property Owners (and/or rental managers). Save and file permits. This currently means manually creating and emailing individually for each rental (151 in 2025).

Investigate unregistered properties that show up via Host Compliance or community information; pass that information on to Paul.

Make/answer phone calls from homebuyers/owners, realtors, vacations rental companies.

Write letters & emails to owners/rental managers answering questions.

STR Compliance Responsibilities (Paul):

Be on call to respond to Host Compliance Hotline calls and submitted complaints.

Contact property owners when a complaint is filed and follow up with complainant.

Schedule and participate in inspections (30 - 40 per year).

Contact delinquent Rental Owners and collect payments/fines.

Write citations as needed to collect fines.

Discussion was had on the budget, costs and proposed changes to the STR program in the future. Complete report provided. Paul noted that Kathy is doing a tremendous job keeping the STR program running smoothly and that he believes our program works much easier than most other municipalities. Paul also noted that most of the complaints have been from the Mitchell Court neighborhood and mostly noise issues. He reminded the Board and public that when calling in a complaint, the more evidence the better. He has also dealt with an issue in Glenn Shores on Edgewater Terrace where a driveway was being blocked. These have been easy situations to deal with. Paul acknowledged that many of the calls he gets have to do with parking and reminded residents that it is not illegal to park on the side of the road. Discussion was had again about an incentive program to get people to pay their rental fees in a timelier manner. The budget conversation will continue after we know more about firm costs for our Granicus Renewal for 2025. At this point, Dave

Campbell commented that he did not feel like the list of STRs on the website is updated often enough. Supervisor Overhiser mentioned that every other municipality around is using Casco Township as an example of how STR programs can and do work.

SHAWSA: Construction continues on the water tower in South Haven. The mural on the tank has been completed by a company in Cedar Springs, Michigan. It will be lifted into place on Friday, 10/24/25. The infrastructure on Wells Street that is needed to support this water tower remains under construction and is still about a year out in its completion. Fleming inquired about how the transfer of water from the old tank to the new will go, discussion was had.

At the point, Campbell provided the Board with information on an MTA Course called “What every Board Member needs to know about Assessing” and asked for approval to go. Board members Clevenger, Overhiser and Ridley also wish to attend so Clerk Ridley will get the four of them registered this week.

OLD BUSINESS:

Outdoor Gathering Ordinance: Continued from September meeting...The Board was provided a copy of the current ordinance along with a proposed amendment to that ordinance. Discussion was had by the Board especially on commercial vs. residential use within this ordinance. Trustee Campbell questioned, “When does this apply?” Discussion was had on campgrounds; ancillary uses and what makes sense in this current ordinance and what does not. The current ordinance allows more for “ticketed events.” Supervisor Overhiser pointed out that this ordinance was originally created for a mud run and meant more for commercial use than personal, residential use. Discussion continued on regulating people’s rights on their property and on what basis we would be allowed to turn down an application. Ultimately the Board agreed that their ultimate goal is to unencumber the graduation parties and weddings and focus on the commercial side of things. It was talked about that this ordinance could go hand in hand with a special use permit and grant temporary commercial permissions to someone who does not have that. The Board will continue to research and think about this, especially the frequency in which we would be willing to grant this permit per year. Allan will follow up without Attorney with some of the Board’s questions and report back in November.

NEW BUSINESS:

PA-116 Application: Clerk Ridley presented a recent PA-116 Application received from Robert & Laurie Dykhuis requesting two parcels be preserved as farmland. Included with this application was a letter of support from the West Michigan Regional Planning Commission. A motion to approve was made by Clevenger, supported by Campbell. All votes in favor.

Eagle View 2026 Aerial Maps: These aerial maps are recommended and used regularly by the Assessor and residents alike. Allegan County is currently picking up 50% of the costs and the remaining left to the responsibility of the Townships. Casco Township would owe roughly \$2,300/year for 5 years. A motion to approve was made by Ridley, supported by Campbell. All votes in favor.

Lighting Ordinance: Supervisor Overhiser updated the Board on a Sunset Shores neighborhood issue he has been dealing with in the case of two Casco neighbors; one with excessive lights. They feel like they were grandfathered in with their lights, as they had

them before the ordinance. Clevenger questioned, “Does the neighbor have recourse on their own without Township involvement?” Overhiser has been trying to mediate this case, but we will see where this goes, stay tuned.

Public Comment:

- Linda Teeter commented that she has secured a date and location for a Casco Township National Night Out for 2026. The event will take place on 8/4/26 at SHAES Station #1. The Casco Band is set to play from 6-7:30PM. Deputy Hoyt has agreed to be part of the committee and will invite Sheriff Baker to be a part of this as well. The Committee is still in the process of being formed.
- Dave Campbell questioned whether Meritt Midwest Engineering is exploring ALL options of getting beach access, i.e. paths, stairs, etc. or just the idea of a path and Trustee Campbell replied that a path is the Committee’s preferred route so that is what they are looking into.
- Trustee Fleming shared with the Board a newspaper clipping from a 1996 Kalamazoo Gazette regarding the drain commissioner. Discussion was had on unelected bureaucracies and the system of the Drain Commission. The question was asked, “where is the accountability?”

Adjournment A motion to adjourn was made by Ridley to adjourn at 9:08 PM. Support by Clevenger. All votes in favor.

Rachel Ridley
Casco Township Clerk