

CASCO TOWNSHIP BOARD OF TRUSTEES  
MINUTES, REGULAR MEETING  
MONDAY, FEBRUARY 17, 2020@ 7:00PM

Approved 4/20/2020

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

Present: Overhiser, Brenner, Macyauski, Winfrey, Graff, Mary Whiteford, State Representative and 11 interested citizens.

Absent: None

Mary Whiteford, State Representative, was present to give an update on items she has been working on at the State level.

PUBLIC COMMENT: None

**Reports:**

Police: Kurt was part of the rescue on Lower Scott Lake, two individuals were ice fishing and fell in.

Clerk: Minutes from the regular meeting January 20, 2020 were presented. Judy Graff made a motion to approve the minutes. Lu Winfrey supported. All votes in favor. Motion Carried.

Cheri made a motion to amend the following accounts:

Treasurer -expense

101-253-752.00	Misc. Supplies	\$151.17
Building Dept		
101-265-752.000	Misc. Supplies	\$490.54
SHAES		
101-345-709.00	Fica	\$3.48
Inspections		
101-371-703.005	Inspections wages	\$3,630.24
101-371-704.004	office clerk	\$1,711.36
AFLAC		
101-371-72500	Ins. Expense	\$50.00
Rentals		
101-401-709.000	Fica-Medicare	\$90.76
Transfer Station		
101-528-752.000	Misc. supplies	\$12.45
Cemetery		
101-567-705.002	Historical records wages	\$172.80
Airport		
101-595-801.011	Ren's wage	\$150.00
Parks		
208-751-752000	Maint	\$8,908.39
Seniors		
290-673-725.000	Aflac	\$100.00

Paul supported. All votes in favor. Motion Carried.

On Feb. 6 Kathy and I hosted election inspectors training, 18 individuals from various townships attended.

On Wednesday Feb. 12, Cheri attended a meeting at **Community Action Of Allegan County** in regards to the 2020 census.

She explained how important the census is to a community.

Cheri read as follows:

**The census counts so do you.**

There are several ways that an organization can support the census.

1. Social Media
2. Host Meetings about the census
3. Sponsor a census event
4. Issue public endorsement of the 2020 census
5. Identify census job applicants/assist in recruiting
6. Display/distribute digital materials through your email, website, and social media.

Their main goal is to educate Allegan county residents on the value of participating in the census.<sup>101</sup>:

What, why, & when

The census bureau's mission is to serve as the leading source of quality data about the nation's people and economy. The census bureau collects information through the decennial census, the American Community Survey, the Economic Census, and many other surveys.

Federal funds, and support to states, counties and communities are based on population totals and breakdown on population totals and breakdown by sex, age, race and other factors. People in your community use census bureau data in all kind of ways, such as these:

**RESIDENTS** use the census to support community initiatives involving legislation, quality of life and consumer advocacy.

**LOCAL GOVERNMENT** officials use the census to ensure public safety and plan new schools and hospitals.

**BUSINESSES USE THE** census bureau data to decide where to build factories, offices and stores , and these create jobs.

**REAL ESTATE DEVELOPERS** and City Planners use the census to plan new homes and improve neighborhoods.

**EVERYONE COUNTS** The census counts every person living in the U.S. once, in only once, and in the right place.

**IT'S ABOUT REDISTRICTING** after each census, state officials use the results to redraw the boundaries of their congressional and state legislative districts, adapting to population shifts.

**IT'S IN THE CONSTITUTION** The U.S. constitution requires a census every 10 years. The census covers the entire county and everyone living here. The first census was in 1790.

**IT'S ABOUT FAIR REPRESENTATION**

Every 10 years, the results of the census are used to reappoint the House of Representatives, determining how many seats each state gets.

**YOUR DATA ARE CONFIDENTIAL** Federal law protects your census responses. Your answers can only be used to produce statistics.

By law we cannot share your information with immigration enforcement agencies, Law enforcement agencies, or allow it to be used to determine your eligibility for government benefits.

**IT MEANS \$675 BILLION** Census data determines how more than \$675 billion are spent, supports your state, county and community's vital programs.

After discussing this with Allan in how involved Cheri wanted to be with this agency, which is in Allegan, Cheri didn't want to drive to Allegan for this commitment. We got a quote from Nate of what it would

cost to put something on the back of all the tax assessment notices. It was such a reasonable amount 6 cents per parcel, this way every parcel owner will get notification of the 2020 census. We will also put this on our website and on the community bulletin board in the entrance of the township hall.

Treasurer

Balances of all accounts are as follows:

GENERAL FUND	Balance	\$535,897.81
PARKS FUND	Balance	\$66,748.44
SENIOR SERVICES FUND	Balance	\$66,136.48
FIRE DEPT. FUND	Balance	\$223,025.45
ROAD FUND	Balance	\$152,891.52
POLICE FUND	Balance	\$89,062.18
CEMETERY CARE FUND	Balance	\$108,744.05
COLLECTED TAX ACCT	Balance	\$1,107,229.12
102 <sup>ND</sup> AVE SAD	Balance	\$46,290.37
BEACH DRIVE	Balance	\$41,554.10
LAKEVIEW PAVING	Balance	\$50,926.30
LAKEVIEW SEWER	Balance	\$6,890.95
LAKEVIEW WATER	Balance	\$107.49
PACIFIC SEWER	Balance	\$7,865.81
PACIFIC WATER	Balance	\$26,454.72
ORCHARD SEWER	Balance	\$23,463.38

Lu made motion to approve the following bills in the amount of \$962,492.74

GENERAL FUND	ORDERS#25940-25965	IN THE AMOUNT OF	\$28,752.69
COLLECTED TAX	ORDERS#3618-3638	IN THE AMOUNT OF	\$773,766.05
PARKS FUND	ORDERS#1279	IN THE AMOUNT OF	\$30.14
POLICE FUND	ORDERS#282-283	IN THE AMOUNT OF	\$555.34
FIRE FUND	ORDERS#3976	IN THE AMOUNT OF	\$121,836.00
ROADS FUND	ORDERS#1149	IN THE AMOUNT OF	\$37,552.52

Cheri supported. All votes in favor. Motion carried.

Lu announced that she is not running for another term as treasurer.

Parks & Recreation:

Paul reported that John Weaver was present at the January 7 meeting and presented a plan for what's coming up on the agenda for the meeting on Sat., 2/22/2020.

- 1<sup>st</sup> street quote from Davis Landscaping and Home Improvements to finish the stair project and replace the benches and to put in a path down to the steps, in the amount of \$4,100.00. The Park committee made a recommendation to present this to the board for approval and have it done in the spring or as soon as they can do it.
- Paul mentioned that last year it was approved to set \$5,000.00 aside to improve the 1<sup>st</sup> street steps.
- Some of the trees that were planted in a wet area died, Davis Landscaping said they would stand behind this for the loss and made some suggestions of what to plant in that area.

- The committee is reviewing the check list that was used for Dylan, the previous park ambassador, will be finalized at the Feb. meeting. With a new person filling that position, Karen O'shea, they will go over these duties at the next meeting.
- One member was going to get a quote for some tree cutting, one quote was quite high, they are going to get a quote from Sam Fleming.
- They are starting to talk about what can be done as far as developing the maple grove property. Paul suggested, after talking to Deputy Chief Keith Bierhalter, to put a knock-lock on the north gate, for the fire department to access if needed, they would be the only ones to have a key.

Planning Commission:

Judy Graff reported that there will be a meeting 2/19/2020, Tasha will be presenting some suggested revisions to the Zoning Ordinance. She said there is nothing urgent going on presently..

Allan reported that ZBA fees will be waived if someone has to move their home because of erosion. Paul made motion to annually waive the ZBA fees for moving a house due to erosion. Lu supported. All votes in favor. Motion Carried.

ZBA:

There are some issues coming up due to erosion.

SHAES:

The search continues for replacing Ron Wise.

SHAWSA:

Alan noted that we have a balance in the new account that was set up 101-000-689.000 Loan Repayment Water/Sewer of \$7,291.24. This is the first payment repaying the township back for the original \$500,000.00.

OLD BUSINESS:

- Bond Update-Final document reviewed.
- Receive Audit-Judy made motion to receive the audit. Cheri Supported. All Votes in favor. Motion Carried.
- Transfer Station-Allan reported that he fired Republic Waste Services for managing the transfer station. There was two weeks that we didn't have operators show up, Karen O'Shea has been hired to operate the transfer station.
- Medical Marijuana Request - Danny Hartman, was at January's meeting wanting to grow medical marijuana, he has invited us to look at his facility. It was decided to go to Hartman's Friday, February 28<sup>th</sup> @ 10:00am to tour their facility. This would be a public meeting of the Board of Trustees.
- Insurance Claim Update-Our claim, to hopefully get something towards the loss of the beach stairs, was denied, unfortunately.

NEW BUSINESS:

- Approve Poverty Exemption Guidelines-Judy made motion to adopt the Poverty Exemption Guidelines Resolution No. 02172020-2 with the allowable income level to be excessive by 3 times.  
Roll Call Vote: Paul, yes, Cheri, yes, Allan, yes, Lu, yes, & Judy, yes.

This Resolution No. 02172020-2 will be part of these minutes.

- Boundary Line Adjustment –Tasha’s report - Donald Sappanos applied to divide a lot in half to create two buildable parcels. Lot 159, 25 ft/12.50 feet  
03-02-380-157-00 - Lot 157  
03-02-380-158-00 - Lots 158 & 159  
03-02-380-160-00 - Lots 160 & 161  
Combine lots 161, 160, 159.5 = 62.5 x 103.75  
Combine lots 159.5, 158, 157 = 62.5 x 103.75  
This proposed meets the ordinance requirements of 3.28B3b. 60x100. Tasha recommended approval.  
This division will make two buildable lots.  
Paul made motion to approve the platted lot boundary line adjustments. Judy supported. All votes in favor. Motion Carried.

Allan announced that the Southwest Michigan Land Conservancy are having a presentation on Wednesday, March 11, 2020 6:00 – 8:00pm at the South Haven Memorial Library. The title is **LAND, WATER, AND OUR VOICES. An evening of stories, inspiration, and conservation from the Black River.** Enjoy dessert while listening to folks who know and love this beautiful, wild, southwest Michigan river –*then learn what YOU can do to help protect it.*

Board of Review dates will be

The assessor, Nathan Brousseau, will be available at the Township Hall on Thursday, March 5, 2020 from 9:00am to Noon to meet with tax-payers and answer questions regarding their assessment notices.

Wednesday, March 11, 2020, 9:00am to Noon and 1:30 to 4:30pm

Thursday, March 12, 2020, 1:00 to 4:00pm and 6:00 to 9:00pm.

With Ruth Hewitt retiring, there is a need for an alternate, so Allan would like to appoint his wife, Kim Overhiser, to sit in if we ever need someone, she is the recording secretary for the Board of Review already. Allan made the motion to appoint Kim Overhiser as an alternate on the BOR. Lu supported. All votes in favor. Motion Carried.

#### **Short-Term Rental Report-**

Allan read the report prepared by Kathy Stanton.

- The 2020 registration form is available on the website and we have received several registrations and several more inquiries about registering.
- Communications (letters) for 2020 have been revised and are ready to go pending any input:
  - Owners reminder to register (will be email this year, letter previously, from Allan)
  - Thank you to owners for registering (will be email this year, sent with permit, GN Policy, from Kathy)
  - 1<sup>st</sup> Warning for non-compliance (is sent by Hosts Compliance, from Allan)
  - Final Warning for non-compliance (is sent by Host Compliance from Allan)
  - Email to Emergency Contacts (will send in April, from Kathy)
  - Letter to B&B owners to commit to B&B or STR for May – Sept. season (from Tasha)

Paul is working on his schedule of inspections and intends to complete them before April 1<sup>st</sup>.

PUBLIC COMMENT: None

Kenny Clevenger introduced himself and he is going to run for Township Treasurer position for the next term.

Allan made motion to adjourn. Lu supported.

Meeting adjourned @ 8:34PM

Minutes Respectively submitted by:  
Cheryl Brenner, Casco Township Clerk