

**Casnovia Township Regular Board Meeting for
February 12th, 2024 at 7:00 PM**

“This institution is an equal opportunity provider and employer.”

Regular Board Meeting called to order with Pledge of Allegiance at 7:00 PM by Supervisor Kelli Ashbaugh

Members Present: Supervisor Kelli Ashbaugh, Treasurer Penny Muma, Clerk Carrie Marlatt, Trustee Jason Jorgensen, Trustee Todd Willick, Fire Chief David Jones, Asst. Fire Chief Dennis Deems

Members Absent: None

Approval of Agenda Motion made by Marlatt, supported by Muma; CARRIED.

Motion to Approve Minutes of January 8th, 2024, motion made by Willick, supported by Jorgensen; CARRIED.

Public Comment: began at 7:05 PM with 3 residents in attendance. Public Comment ended at 7:15 PM

REPORTS:

1. **FIRE DEPARTMENT:**

Beginning Jan 1st, 2024 Deams has stepped down from the Chief position with David Jones assuming the role. Deams will move forward acting as Assistant Chief. Motion to approve reassignment of Chief & Asst. Chief positions made by Willick, supported by Jorgensen; CARRIED

Chief Deams noted the potential of conducting another controlled burn in the township and qualifying requirements were addressed.

The Board asked the Fire Department to review Cost Recovery as a revenue source. Jones presented the Incident Run Log; 11 calls for Jan 9th-Feb 12th 2024 reporting

2. **SENIOR RESOURCES:** Dinner on January 11th, 2024; catered by Lee’s Famous Chicken, 51 attended. Dinner on February 08th, 2024; catered by Red Rock Grille, 43 attended. Next dinner will take place on March 14th, 2024

3. **TREASURER:**

Muma presented the treasurer’s report. Reviewed winter tax & delinquent personal property collections and year end employee wage statements processed & mailed. On January 29th, 2024, she attended an MTA Meeting discussing housing issues & propositions affecting the state and shared information with the Board.



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4. CLERK:

Marlatt presented bills and payroll for payment approval. Motion made by Marlatt to approve payments, seconded by Ashbaugh; CARRIED.

5. ZONING REPORT:

Ashbaugh presented the January 2024 Zoning Administrator Report

6. SUPERVISOR'S REPORT:

Ashbaugh presented the January Sewer Report noting flow summary. Evaluations for sewer propositions are still in process. Fleis & Vandenbrink sewer report was presented to the Board. Board requests a meeting with F&W to discuss long term cost planning. Township Oath book has been reviewed for the purpose of recognition with minimum 4yr term.

BOARD ACTION ITEMS:

1. Board Of Review Dates scheduled:
Monday March 11th, 2024; 9:00 AM - 12:00 PM and 1:00 PM - 4:00 PM
Wednesday March 13th, 2024; 9:00 AM - 12:00 PM and 6:00 PM - 9:00 PM
Motion by Willick, supported by Jorgensen; CARRIED
2. Budget Timeline:
March 11th, 2024 budget workshop after regular meeting
March 20th, 2024 Special Budget Public Hearing at 6:00 PM
3. Delinquent Sewer Accounts \$9,876.21; Motion to add delinquent bills to Summer Taxes 2024 made by Jorgensen, supported by Marlatt; CARRIED
4. Resolution 2024-03 – Wage and Sewer Increases for 2024-25 Budget - Motion by Jorgensen, supported by Ashbaugh. Roll Call Vote; CARRIED
5. Resolution 2024-04 – Board of Review Protest by Mail - Motion by Willick, supported by Jorgensen. Roll Call Vote; CARRIED
6. Resolution 2024-05 – ARPA Expenditures for 2023-24 Budget year & Proposed 2024-25 Budget year - Motion by Marlatt, supported by Willick. Roll Call Vote; CARRIED
7. Resolution 2024-06 – Submission of Application to Community Project Funding 2024 - Motion by Marlatt, supported by Willick. Roll Call Vote; CARRIED
8. All Around finalized bid presented to the board for Township Hall driveway & lot improvements. Discussion to add shoveling to winter quote bid stalled.
9. Township Hall Open Office days & hours to be adjusted: Monday, Wednesday & Thursday 8:00 AM – 1:00 PM; Motion by Willick, supported by Jorgensen; CARRIED



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DISCUSSION ITEMS:

1. Board Comments: None
2. Next Regular Board Meeting – March 11th, 2024, at 7 PM.

Adjournment: Motion to adjourn at 9:00 PM by Marlatt, seconded by Jorgensen;
CARRIED.

Respectfully submitted,
Carrie Marlatt, Clerk