

**Casnovia Township Regular Board Meeting for
June 9th, 2025 at 7:00 PM**

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

Regular Public Hearing: Called to order with Pledge of Allegiance at 7:00 PM by Supervisor Paul Black

Members Present: Supervisor Paul Black, Clerk Carrie Marlatt, Treasurer Penny Muma, Trustee Jason Jorgensen, and Trustee Todd Willick

Members Absent: None

Approval of Agenda: Motion to approve Agenda with the amendment to include Reducing Administrative Costs added to Board Discussion and Afton brush cleanup invoice added to Board Action Items, made by Muma, supported by Jorgensen; Voice Vote 5 Ayes, 0 Nays; CARRIED.

Motion to Approve Minutes: of May 12th, 2025, Regular Board Meeting. Motion to approve made by Jorgensen, supported by Willick; Voice Vote 5 Ayes, 0 Nays; CARRIED.

Public Comment: Began at 7:04PM

George Rusco spoke on behalf of road improvements with berm and ditch matters.

Rachel Gort offered suggestions on fund balance reporting and policies

John Behler spoke on behalf of road improvements with brining and water pooling

Judy Behler questioned the water supply at Seaman Cemetery

Public Comment closed at 7:10PM

REPORTS:

1. **FIRE DEPARTMENT:**

Chief Jones presented the Incident Run Log; 19 calls for May 13th, 2025 – June 9th, 2025 reporting. He communicated that the Annual Pancake Breakfast went well, the department participated in the Ravenna Memorial Day Parade, and Thursday June 12th they will be hosting the Senior Dinner with the menu of Pork Roast with sides. Muma confirmed with the Chief that they are renting the fire station for personal events. Black inquired on the status of the new brush truck and stated that the sale of the old truck must be approved by the board.

2. **SENIOR RESOURCES:** The next dinner will take place on June 12th, at the Bailey Christian Church. Muma discussed the proposed change in location of the senior dinners to be held at the Township Hall. Also stated recent senior allocation allowances this past month being presented as gift cards, a roof repair and working on a wheel chair ramp.



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3. **TREASURER:**

Muma presented the treasurer's report. Noted that BSA Software will require moving to cloud base. This will be costly to the township and the board should start to determine budgeting to comply with the new cloud base standards.

4. **CLERK:**

Marlatt prepared bills and payroll for payment approval. Motion made by Jorgensen to approve, supported by Muma; Voice Vote 5 Ayes, 0 Nays; CARRIED.

5. **ZONING REPORT:**

Black discussed the transition with the new Zoning Administrator and there have been 7 new various permit requests this past period. Also discussed was the ordinance enforcement involving the court system with the requirement of formal hearings and high costs to proceed. He stated that enforcement affairs need both board and financial commitment. Current violations in court proceedings include properties with an abundance of junk, and a resident residing in a camper with raw sewage concerns.

6. **SUPERVISOR'S REPORT:**

Black spoke on the Bailey Sewer with the findings of potential broken infrastructure causing pooling, pump flow testing provided that the meters are accurate and must be verified yearly, and a report is being established to review at July's meeting in regards to assessment of F&V's preliminary engineering report and EGLE.

BOARD ACTION ITEMS:

1. Resolution 2025-09 Muskegon County Hazard Mitigation Plan. Tabled to ensure the township will hold no financial responsibility in adopting the resolution, and other townships that have adopted the resolution and Muskegon Co.
2. Resolution 2025-10 Support to Advance and Adopt Article V Convention of States. Tabled to obtain more information from Senators and Representatives of the State.
3. Appointment of Recommended Individual for the Open Planning Commission Position. Motion by Willick to nominate Nick Hill, supported by Jorgensen. Voice Vote 2 Ayes, 3 Nays; FAILED TO PASS The Board is in favor of postponing the vote, continuing to accept applications and hold a special meeting to appoint an individual to sustain the remaining term of Rick Sible's resignation.
4. First Right of Refusal for Property 13-013-300-0019-00. Motion to not exercise the Township's First Right of Refusal made by Muma, supported by Willick. Voice Vote 5 Ayes, 0 Nays; CARRIED.
5. Cemetery Ordinance Compliance. Motion to formally support Casnovia Township's Cemetery Ordinance 69.010 (Use of cemetery lots and burial spaces) beginning July with full board support made Marlatt, supported by Willick. Voice Vote 5 Ayes, 0 Nays; CARRIED.



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6. Afton invoice in the amount of \$550.00. Motion to approve payment of necessary cleanup of neighboring resident's property due to Township's landscape trimming made by Willick, supported by Muma. Voice Vote 5 Ayes, 0 Nays; CARRIED.

DISCUSSION ITEMS:

1. Board Comments:
 - a. Audit Review Fiscal Year Ending 3-31-2025 – Audit packet distributed for further discussion to follow.
 - b. Reducing Administrative costs, looking to potentially eliminate Thursday's open hours. Reminded residents that all elected officials are always available by appointment outside of business hours. Further discussion to follow.
2. Next Regular Board Meeting – July 14th, 2025, at 7 PM.

Adjournment: Motion to adjourn at 8:47PM by Marlatt, seconded by Willick; CARRIED.

Respectfully submitted,
Carrie Marlatt, Clerk