

Casco Township
Regular Meeting Minutes
August 10, 2021

Present: P. Allagreen, J. Andersen, C. Stover, J. Stevens and D. Goulston
Victoria Holk, Deputy Clerk. Mr. Wes Messing, King and King CPAs. 4 audience members.

7:00 p.m. Call to Order

Motion by J. Stevens to approve Agenda with five (5) additions, under 2 – New Business – add “M” Michael Lawson/Dispute of Fire Run Charge; add “N” Approve Clerk and Deputy Clerk Training - \$353.00 and Traveling Expenses; add “O” Approve Grosso Trucking Remove Park Property Berm - \$5,500.00; add “P” Approve Teltow Contracting Remove Park Property Berm - \$9,300.00; and add “Q” Approve Ramp Repair/All Aspects Painting and Remodeling - \$2,800.00. Supported by D. Goulston. 5 Ayes. 0 Nays. Motion Carried.

Motion by C. Stover to approve meeting minutes of Tuesday July 13, 2021 as presented. Supported by J. Stevens. 5 Ayes. 0 Nays. Motion Carried.

Motion by J. Stevens to accept the Financial Report as submitted. Supported by D. Goulston. 5 Ayes. 0 Nays. Motion Carried.

1. Correspondence - NONE

2. New Business

A. Approve Audit of Township

Mr. Wes Messing of King and King CPAs addressed the Board and provided a handout – Summary Overall Fund Rating. Mr. Messing advised the Board that the audit had gone well, that there is a healthy fund balance and that the Township is in a very sound position.

Motion by J. Stevens to approve the Township audit. Supported by D. Goulston. Roll Call Vote: P. Allagreen – Yes, J. Andersen – Yes, D. Goulston – Yes, J. Stevens – Yes, C. Stover – Yes. Motion carried.

B. Approve Local Road Funding for 2022

Motion by J. Stevens to approve local road funding – asphalt overlay on St. Clair Highway from Meldrum Road to Church Road at a cost of \$70,000.00 to the Township; cost of \$70,000.00 matched by St. Clair County, for a total of \$140,000.00. Supported by C. Stover. Roll Call Vote:

P. Allagreen – Yes, J. Andersen – Yes, D. Goulston – Yes, J. Stevens – Yes, C. Stover – Yes. Motion carried.

C. Adopt Resolution 2021-10/Local Road Funding

Motion by J. Andersen to adopt Resolution 2021-10/Local Road Funding Supported by J. Stevens. Roll Call Vote: P. Allagreen – Yes, J. Andersen – Yes, D. Goulston – Yes, J. Stevens – Yes, C. Stover – Yes. Motion carried.

D. Approve Estimate of Roof Replacement from Chris Lane/\$8,200.00

D. Goulston and J. Andersen expressed concern over licensing, bonding, lack of insurance information, workmanship and shingle warranty information not being provided by Mr. Lane. Motion by D. Goulston to approve quote from Mr. Lane in the amount of \$8,200.00 contingent upon the Township’s receipt of confirmation of bonding, licensing, insurance coverage, workmanship and shingle warranty as soon as possible. Supported by J. Andersen. P. Allagreen advised she would contact Mr. Lane and request said documentation. Roll Call Vote: P. Allagreen – Yes, J. Andersen – Yes, D. Goulston – Yes, J. Stevens – Yes, C. Stover – Yes. Motion carried.

2. New Business – Continued
- E. Approve Estimate of Roof Replacement from Quality Over Quantity Roofing Renovations/\$14,818.00
Motion by J. Andersen to approve quote by from Quality Over Quantity in the amount of \$14,818.00, if Chris Lane is unable to provide the required documents to the Township. Supported by J. Stevens.
Roll Call Vote: P. Allagreen – Yes, J. Andersen – Yes, D. Goulston – Yes, J. Stevens – Yes, C. Stover – Yes. Motion carried.
- F. Approve Assessment for Section 24 Casco Drain/\$600.00
P. Allagreen advised she had “rounded up” the amount from \$585.20 to \$600.00. Motion by J. Andersen to approve payment of the assessment for Section 24 Casco Drain in the amount of \$585.10. Supported by D. Goulston. Roll Call Vote: P. Allagreen – Yes, J. Andersen – Yes, D. Goulston – Yes, J. Stevens – Yes, C. Stover – Yes. Motion carried.
- G. Adopt Federal Procurement Conflict of Interest Policy
J. Andersen advised the Board that the policy is required to be adopted in order to be eligible to receive the Federal COVID Relief monies.
Motion by D. Goulston to adopt the Federal Procurement Conflict of Interest Policy. Supported by J. Andersen. 5 Ayes. 0 Nays. Motion carried.
- H. Approve Increase of Electrical, Mechanical and Plumbing Permit Applications
P. Allagreen advised the Board that the new application and fees will become effective September 1, 2021. Motion by J. Stevens to approve increase of Electrical, Mechanical and Plumbing Permit Applications and fees as of September 1, 2021. Supported by P. Allagreen. Roll Call Vote: P. Allagreen – Yes, J. Andersen – Yes, D. Goulston – Yes, J. Stevens – Yes, C. Stover – Yes. Motion carried.
- I. Approve Forfeit of Bond/Permit #3947 - \$780.00
Motion by C. Stover to approve forfeit of Bond in the amount of \$780.00 for Permit number 3947. Supported by J. Stevens. Roll Call Vote: P. Allagreen – Yes, J. Andersen – Yes, D. Goulston – Yes, J. Stevens – Yes, C. Stover – Yes. Motion carried.
- J. Approve Forfeit of Bond/Permit #3858 - \$250.00
Motion by J. Stevens to approve forfeit of Bond in the amount of \$250.00 for Permit number 3858. Supported by J. Andersen. Roll Call Vote: P. Allagreen – Yes, J. Andersen – Yes, D. Goulston – Yes, J. Stevens – Yes, C. Stover – Yes. Motion carried.
- K. Approve Forfeit of Bond/Permit # 3890 - \$250.00
Motion by C. Stover to approve forfeit of Bond in the amount of \$250.00 for Permit number 3890. Supported by P. Allagreen. Roll Call Vote: P. Allagreen – Yes, J. Andersen – Yes, D. Goulston – Yes, J. Stevens – Yes, C. Stover – Yes. Motion Carried.
- L. Approve Forfeit of Bond/Permit #3813 - \$1,740.00
Motion by C. Stover to approve forfeit of Bond in the amount of \$1,740.00 for Permit number 3890. Supported by D. Goulston. Roll Call Vote: P. Allagreen – Yes, J. Andersen – D. Goulston – Yes, J. Stevens – Yes, C. Stover – Yes. Motion carried.

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- M. Michael Lawson/Dispute of Fire Run Charge/\$50.00
Upon considerable discussion with Mr. Lawson, it was the general consensus of the Board to allow Mr. Lawson the opportunity to submit the claim to his insurance company, to waive any applicable late fees, and to offer him payment arrangements if he so needs them.
- N. Approve Clerk and Deputy Clerk Training/\$353.00 and Travel Expenses
Motion by D. Goulston to approve Clerk and Deputy Clerk training and travel expenses. Supported by J. Stevens. Roll Call Vote:
P. Allagreen – Yes, J. Andersen – Yes, D. Goulston – Yes,
J. Stevens – Yes, C. Stover – Yes. Motion carried.
- O. Approve Quote/Grosso Trucking – Remove Park Property Berm - \$5,500.00
Motion by J. Stevens to approve Grosso Trucking quote of \$5,500.00 for removal of berm on Township park property. Supported by P. Allagreen. Roll Call Vote: P. Allagreen – Yes, J. Andersen – Yes, D. Goulston – Yes, J. Stevens – Yes, C. Stover – Yes. Motion carried.
- P. Approve Quote/Teltow Contracting – Remove Park Property Berm - \$9,300.00
Motion by J. Andersen to decline quote of \$9,300.00 from Teltow Contracting for removal of berm on Township park property. Supported by J. Stevens. Roll Call Vote: P. Allagreen – Yes, J. Andersen – Yes, D. Goulston – Yes, J. Stevens – Yes, C. Stover – Yes. Motion carried.
- Q. Approve Ramp Repair/All Aspects Painting and Remodeling - \$2,800.00
Motion by D. Goulston to accept quote in the amount of \$2,800.00 from All Aspects Painting and Remodeling. Supported by C. Stover. Roll Call Vote: P. Allagreen – Yes, J. Andersen – Yes, D. Goulston – Yes, J. Stevens – Yes, C. Stover – Yes. Motion carried.

Old Business - NONE

Payment of Bills

Motion by J. Stevens to approve payment of bills submitted (check #30744-30765) after the July 13, 2021 meeting totaling \$54,013.65; also check #1031/Parks and Rec fund - \$750.00 for King and King CPAs audit; and check #1139 Liquor Fund - \$250.00 for King and King CPAs audit; and bills submitted (check #30766-30806) for the August 10, 2021 meeting, totaling \$55,426.54 including e-file First State Bank and State of Michigan; and check #1140 to Wayne Baumgarten for Liquor Inspections and mileage. Supported by D. Goulston. Roll Call Vote: P. Allagreen – Yes, J. Andersen – Yes, D. Goulston – Yes, J. Stevens – Yes, C. Stover – Yes. Motion Carried.

Prior to Citizens Comments P. Allagreen advised that she had inquired with Nickel and Saph the Township's insurance carrier regarding Township employee auto liability coverage. J. Andersen advised the Board that she had received confirmation from the Federal government that they had received the Township's application for the COVID Relief funds; and that all municipalities in St. Clair County had made application and that all Macomb County municipalities except New Baltimore had as well.

Citizens Comments: Two (2) citizens expressed their concerns regarding drainage on Church Road and Marine City Highway; also the shooting of guns on Church Road. D. Goulston advised them that the St. Clair County Sheriff will be present at the Board's October meeting to address the issue.

Motion to Adjourn at 8:26 p.m. by J. Andersen. Supported by: J. Stevens. 5 Ayes. 0 Nays. Motion carried.

Jennifer Andersen,
Casco Township Clerk