

Casco Township  
Regular Meeting Minutes  
Tuesday, December 12, 2023

Attendance: J. Andersen, D. Goulston, G. Kaszynski, J. Stevens, C. Stover, V. Hauff – Deputy Clerk, K. Sengstock – Code Enforcement. 3 Representatives from East China Schools, 1 Representative of Six Rivers Conservancy. 8 Residents

Call to Order at 7:00 pm

Pledge to the Flag of the United States

Consent Agenda:

- A. Agenda for December 12, 2023
- B. Meeting Minutes November 14, 2023
- C. Financial Report
- D. Payment of Bills

Motion by C. Stover to approve the Consent Agenda with one addition to the agenda of R. Hi-Tech Quote for Privileged Access Management. Supported by G. Kaszynski.

Roll Call Vote: J. Andersen – yes, D. Goulston – yes, G. Kaszynski – yes, J. Stevens – yes, C. Stover – yes.  
Motion Carried.

OLD BUSINESS

- A. Budget Amendments

Postponed to next meeting.

NEW BUSINESS

- A. ECSD Operating Mills Renewal Presentation

The East China School District Superintendent made a presentation to the residents and board members on the upcoming Millage Renewal on the February 27<sup>th</sup> ballot.

- B. Preliminary Budget 2024/2025

Postponed to next meeting.

- C. Casco Township Farmland Rental Agreement Extension

Motion by C. Stover to approve the Casco Township Farmland Rental Agreement Extension for one year in the amount of \$3,343.28. Supported by D. Goulston.

Roll Call Vote: J. Andersen – yes, D. Goulston – yes, G. Kaszynski – yes, J. Stevens – yes, C. Stover – yes.  
Motion Carried.

- D. Board of Trustee Meeting Dates for 2024

Motion by C. Stover to approve the Board of Trustees Meeting Dates for 2024 as follows:

- January 9, 2024
- February 13, 2024
- March 12, 2024
- April 9, 2024
- May 14, 2024
- June 11, 2024
- July 9, 2024
- August 13, 2024
- September 10, 2024
- October 8, 2024
- November 12, 2024
- December 10, 2024

Supported by G. Kaszynski. Ayes – 5      Nays – 0      Motion Carried.

E. Casco Township Holiday Closed Schedule for 2024

Motion by J. Andersen to approve Casco Township Holiday Closed Schedule for 2024 as follows:

- Monday, January 1<sup>st</sup>, 2024– New Year’s Day
- Tuesday, January 2<sup>nd</sup>, 2024 – New Year’s Eve Observed
- Monday, January 15<sup>th</sup>, 2024 – Martin Luther King, Jr
- Monday, February 19<sup>th</sup>, 2024 – Presidents Day
- Thursday, February 29<sup>th</sup>, 2024 – Clerks office closed for Presidents Day
- Monday, May 27<sup>th</sup>, 2024 – Memorial Day
- Wednesday, June 19<sup>th</sup>, 2024 – Juneteenth
- Thursday, July 4<sup>th</sup>, 2024 – Independence Day
- Monday, September 2<sup>nd</sup>, 2024 – Labor Day
- Monday, October 14<sup>th</sup>, 2024 – Columbus Day
- Monday, November 11<sup>th</sup>, 2024 – Veteran’s Day
- Wednesday, November 27<sup>th</sup>, 2024 – Day Before Thanksgiving
- Thursday, November 28<sup>th</sup>, 2024 – Thanksgiving
- Tuesday, December 24<sup>th</sup>, 2024 – Christmas Eve
- Wednesday, December 25<sup>th</sup>, 2024 – Christmas Day
- Tuesday, December 31<sup>st</sup>, 2024 – New Year’s Eve
- Wednesday, January 1<sup>st</sup>, 2025 – New Year’s Day

Supported by G. Kaszynski. Ayes – 5      Nays – 0      Motion Carried.

F. Reappoint Sue Coppens to Planning Commission

Motion by J. Andersen to reappoint Sue Coppens to the Planning Commission for a 3-year term, starting January 1, 2024, and ending December 31, 2026. Supported by C. Stover.

Ayes – 5      Nays – 0      Motion Carried.

G. Reappoint Jim Ewald to Zoning Board of Appeals

Motion by J. Andersen to reappoint Jim Ewald to the Zoning Board of Appeals for a 3-year term, starting January 1, 2024, and ending December 31, 2026. Supported by D. Goulston.

Ayes – 5      Nays – 0      Motion Carried.

H. Reappoint Chris Kubacki as Alternate to Zoning Board of Appeals

Motion by D. Goulston to reappoint Chris Kubacki as Alternate to Zoning Board of Appeals for a 3-year term, starting January 1, 2024, and ending December 31, 2026. Supported by G. Kaszynski.

Ayes – 5      Nays – 0      Motion Carried.

I. 2023 Winter Taxes for the Meisner Property

Motion by J. Andersen to approve payment of the 2023 Winter Taxes for the Meisner Property in the amount of \$819.70. Supported by C. Stover.

Roll Call Vote: J. Andersen – yes, D. Goulston – yes, G. Kaszynski – yes, J. Stevens – yes, C. Stover – yes. Motion Carried.

J. Invoice for Touma for Golden Hawk in the amount of \$540.00

Motion by J. Andersen to approve the Invoice for Touma in the amount of \$540.00. Supported by C. Stover.

Roll Call Vote: J. Andersen – yes, D. Goulston – yes, G. Kaszynski – yes, J. Stevens – yes, C. Stover – yes. Motion Carried.

K. Invoice for PM Blough, Inc. in the amount of \$1,290.00

Motion by C. Stover to approve the Invoice for PM Blough, Inc. in the amount of \$1,290.00 for services done for Casco Township Belle River Park. Supported by D. Goulston.

Roll Call Vote: J. Andersen – yes, D. Goulston – yes, G. Kaszynski – yes, J. Stevens – yes, C. Stover – yes. Motion Carried.

L. Hi-Tech quote for Adobe

Motion by J. Andersen to approve the Hi-Tech quote for 2 additional Adobe licenses in the amount \$1,044.00. Supported by G. Kaszynski.

Roll Call Vote: J. Andersen – yes, D. Goulston – yes, G. Kaszynski – yes, J. Stevens – yes, C. Stover – yes.  
Motion Carried.

M. Pay Increase for Election Inspectors

Motion by C. Stover to approve Pay increase for Election Inspectors - \$15.00 an hour for Election Inspectors and \$18.00 an hour for Chairperson. Supported by D. Goulston.

Roll Call Vote: J. Andersen – yes, D. Goulston – yes, G. Kaszynski – yes, J. Stevens – yes, C. Stover – yes.  
Motion Carried.

N. Postage for Mandatory Early Voting Center Postcards

Motion by C. Stover to approve postage for Mandatory Early Voting Center Postcards in the amount of \$562.09. Supported by G. Kaszynski.

Roll Call Vote: J. Andersen – yes, D. Goulston – yes, G. Kaszynski – yes, J. Stevens – yes, C. Stover – yes.  
Motion Carried.

O. Code Enforcement Update

K. Sengstock gave an update on the Code Enforcement process and how his job is going to date.

P. Township Office Addition Update

J. Stevens informed the board that the construction drawings for the township Office Addition will be in by the end of this week.

Q. Six Rivers Land Conservancy – Agreement to Purchase Cornwall Property

The Board and Six Rivers Representative discussed the agreement and the possibility of purchasing the Cornwall Property. More information is needed before the board moves forward with this. Six Rivers is going to do more research on the property to present to the board.

R. Hi-Tech quote for Privileged Access Management

Motion by D. Goulston to approve the Hi-Tech quote for Privileged Access Management at \$24.00 a month. Supported by C. Stover.

Roll Call Vote: J. Andersen – yes, D. Goulston – yes, G. Kaszynski – yes, J. Stevens – yes, C. Stover – yes.  
Motion Carried.

Citizen Comments

Time was given to Residents.

Board Comments:

Time was given to the Board Members.

Adjournment

Motion by J. Andersen to adjourn at 8:48 pm. Supported by G. Kaszynski.

Ayes – 5 Nays – 0. Motion Carried.