



Village of Casnovia

141 Main Street
Casnovia, Michigan 49318
616-675-4780

MINUTES OF THE REGULAR MEETING OF CASNOVIA VILLAGE COUNCIL
HELD AT THE CASNOVIA VILLAGE OFFICE
141 N. MAIN STREET, CANOVIA, MI 49318
February 12, 2024

SERVICE MEETING

President Pro Tem Kahrs called the regular meeting Casnovia Village Council to order at 6:00 p.m.

Opened meeting with the Pledge of Allegiance.

Members Present: Kathy Kahrs – President Pro-tem, Ken Frary – Member, and Jerry Palinski - Member

Officers Present: Shelley Carr – Treasurer, Pamela Manciu – Clerk.

Members Absent: Consuelo Morris – President, and Robert Bennett - Member.

- Roberts Rules
- Vision Plan
 - Updated to reflect.
 - Timeframe for Village curb and sidewalk repair
 - Sewer Repairs
 - Sesquicentennial Celebration
 - Request to start working on a budget.
 - Updated timeframe to replace office furniture.
 - Updated to reflect Village Hall table replacement as complete.
 - Removal of Village Hall cart replacement
- Sesquicentennial
 - Budget
 - Events
 - Volunteer needs
- Entertainment

REGULAR MEETING

Call to Order: President Pro Tem Kahrs called the regular meeting Casnovia Village Council to order at 6:30 p.m.

Members Present: Kathy Kahrs – President Pro-tem, Ken Frary – Member, and Jerry Palinski - Member

Officers Present: Shelley Carr – Treasurer, Pamela Manciu – Clerk.

Members Absent: Consuelo Morris – President, and Robert Bennett - Member.

APPROVAL OF AGENDA

Motion by Frary, supported by Palinski, to approve proposed Meeting Agenda February 12, 2024, with no changes.

Ayes:3 Nays: 0. Motion carried.

VISITORS COMMENTS

Present were Rand Kahrs of 78 W Waterloo and Zach Voogt of Moore and Bruggink.

MONTHLY MEETING MINUTES

Motion by Frary, supported by Palinski, to accept the regular monthly meeting minutes of January 8, 2024, with no changes.

Ayes:3 Nays: 0. Motion carried.

FINANCAL REPORT

Motion by Palinski, supported by Frary, to accept the Financial Report as presented. Ayes:3. Nays: 0. Motion carried.

MONTHLY BILLS

Motion by Frary, supported by Palinski, to pay the monthly bills as presented. Ayes:3. Nays: 0. Motion carried.

February Payables

Payroll	\$6,492.50
General Fund	\$6,409.73
Hall Fund	\$316.36
Sewer Fund	\$3,452.87
Street Local Fund	\$361.59
Street Major Fund	\$3254.99
Vehicle Fund	\$1302.50
Total	\$15,098.04

CLERK'S REPORT

- o Letters to Residents – None noted.
- o Updated monthly council meeting minutes to reflect summary of bills paid.
- o Resident Concerns noted and recorded barking dog and resident parking on Village Right of Way
- o Posted the 2024 Candidate Filing requirements for Village Candidates who are interested in filling Council seats.
- o Residents may contact the Tyrone township clerk (616)678-4779 for information regarding the election and applications.

TREASURER'S REPORT

- Budget vs. Actual Profit/Loss Report
- Proposed FYE 2025 Budget – Request Council members review and input at the March 11, 2024, Council meeting.
- Mika Meyers – Chophonis Update – letter was signed for. How do we proceed?
- Sesquicentennial project budget requests – Please bring budget ideas to March 11, 2024, Council meeting.
- FYE 2024 Budget – Transposed budget numbers between Office Furniture and Office Supplies. Need approval to change Office Furniture budget to \$7,500 and Office Supply Budget to \$2,500

COMMITTEE REPORTS

SEWER – Kahrs, *committee chair*. From the December 8th, 2024 (CEI) Compliance Evaluation Inspection I received a letter from the DEQ reviewing the findings. I was required to submit a response by February 8th on some of the items listed. I submitted the response and on Friday February 9th I received a second notification stating that they did not like what was submitted on two of the items and I would have to redo the response for them by March 11th. Since I was going to be at the meeting, I thought it could be reviewed verbally at the meeting.

Weed whacking the banks at the sewer ponds – have we found an alternate way to do this? We will still need to do a little spraying along the fence line, but we should not spray the banks anymore.

One item that was not in the above letter was the fact that we need to have the sludge checked in the ponds this year and once every 5 years thereafter. I have a quote from Infrastructure Alternatives to do the sludge checking.

I have spent some time on the phone with Zach from Moore and Bruggink, so I am certain we will see some billing from them.

BUILDING & GROUNDS – Kahrs, *committee chair*. Replaced light in Hall. We had 1 ½ day rental. Purchased a string mop to clean hall floors. Wanted to purchase a couple more gray floor mats to protect hall floors from traffic. The Hall refrigerator was making a noise, had a \$50 service call to pull it apart and remove a piece of plastic that was hitting the fan. There was a request from a resident to display Casnovia historical documentation in the built in Hall display shelves. The shelves are in disrepair and there was discussion with the Council members about repairing them. The shelving units are typically covered up by renters due to their appearance. The Council discussed filling in the shelves when the Hall walls are repaired and agreed it was not suitable to store historic documents in the built in shelf units. The council agreed that we could display some of the historic documents in the display case in the office. The understanding should be that the display case is not suited to retain historic documentation integrity. Historic documents may be brought to the Village office during regular hours and the office staff can place what fits in the display case.

STREETS – Morris, *committee chair*. No updates

SIDEWALKS - Palinski, *committee chair*. Contractor will begin work on the sidewalks the 2nd or 3rd week of April.

ZONING – Frary, *committee chair*. No updates.

DISMANTLED CARS – Bennitt, *committee chair*. No updates.

Motion by Kahrs, supported by Frary, to temporarily adjourn to begin Special Meeting at 7:00pm.

Roll call: Ayes: Kahrs, Frary, Palinski 3 Ayes Nays: 0. Motion carried.

Resumption of Regular Meeting:

Call to order: President Pro Tem _____ Kahrs _____ at 7:25 p.m.

Roll Call: Morris A Frary P Palinski P Kahrs P Bennitt A Carr P
Manciu P

NEW BUSINESS

- Bids were sent out for spring storm drain cleaning.
- Spring Brush Pick Up date April 22, 2024
- On a motion by Frary supported by Kahrs, **motion approved** to close both general savings accounts, with funds to be transferred to general checking account.
- On a motion by Palinski supported by Frary, **motion approved** to amend FYE 2024 budget to have Office Furniture budget be \$7,500 and Office Supply budget be \$2,500.

- On a motion by Frary supported by Kahrs, **motion approved** for up to \$3,900 for sewer sludge survey with grid and average depth.

OLD BUSINESS

- Muskegon County Senior Millage Events and Activities for May 21, 2024, and September 24, 2024.
 - Senior luncheon with presentation by Attorney Adam Sheridan, Estate Planning
 - Letters have been drafted to send to Village seniors.

There was no further business to come before the Council, on a motion by Frary supported by Palinski, to adjourn at 8:10 p.m.
Roll call: Ayes: Kahrs, Frary, Palinski Nays: 0. Motion carried.

The next regular meeting of the Casnovia Village Council will be Monday, March 11, 2024, at 6:30 p.m., with a service session beginning at 6:00 pm.

All meetings are open to the public and are held at the Casnovia Village Office, 141 N. Main Street, Casnovia, Michigan.

Submitted,
Pam Manciu,
Clerk, Village of Casnovia