



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
April 8, 2024**

SERVICE SESSION

President Morris called the regular meeting Casnovia Village Council to order at 6:00 p.m.
Opened meeting with the Pledge of Allegiance.

Members Present: Consuelo Morris – President, Kathy Kahrs – President Pro-tem., Ken Frary – Member, Jerry Palinski - Member, and Robert Bennett - Member.

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

Members Absent: None

- Roberts Rules
 - 15 Minute Review of Parliamentary Procedure
- Vision Plan
 - Update of Vision Plan

REGULAR MEETING

Call to Order: President Morris called the regular meeting Casnovia Village Council to order at 6:32 p.m.

Members Present: Consuelo Morris – President Kathy Kahrs – President Pro-tem, Ken Frary – Member, and Jerry Palinski – Member, and Robert Bennett - Member.

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

Members Absent: None

APPROVAL OF AGENDA

Motion by Palinski, supported by Kahrs, to approve proposed Meeting Agenda April 8, 2024, with no changes.
Ayes:5 Nays: 0. Motion carried.

VISITORS COMMENTS

No visitors were present.

OPENING OF BIDS

No Bids for April 2024

MONTHLY MEETING MINUTES

Motion by Frary, supported by Palinski , to accept the regular monthly meeting minutes of March 11, 2024, with no changes.
Ayes:5 Nays: 0. Motion carried.

FINANCAL REPORT

Motion by Palinski, supported by Frary, to accept the Financial Report as presented. Ayes:5 Nays: 0. Motion carried.

MONTHLY BILLS

Motion by Frary, supported by Palinski, to pay the monthly bills as presented. Ayes:5. Nays: 0. Motion carried.

March Payables

Payroll	\$4,247.50
General Fund	\$11,271.96
Hall Fund	\$692.36
Sewer Fund	\$7,180.27
Sidewalk Fund	\$11,575.00
Local Street Fund	\$1.50
Major Street Fund	\$13.49
Total	\$34,982.08

CLERK'S REPORT

- Letters to Residents – Sidewalk Project, Parking Violations,
- Resident Concerns/letters noted and recorded: unlicensed vehicles, chickens running loose, and accumulated junk.
- There were resident concerns regarding relationships with neighbors. The Village Council cannot respond to issues which fall outside the jurisdiction of the Village.

TREASURER'S REPORT

- Budget vs. Actual Profit/Loss Report presented.
- CDBG – We have received a preliminary grant award of \$128,150.00 which will be used for sewer system repairs. There will be a meeting scheduled in June to discuss the next steps with Kent County Community Action.
- FYE 2025 Proposed Budget – Will update all changes discussed during the meeting. The final proposed budget will be presented at the Special Public Meeting on May 13.

COMMITTEE REPORTS

SEWER – Kahrs, *committee chair*. The average daily flow was up quite a bit in March, with a fair amount of rain during the month. The sewer staff are preparing for a discharge in April and another in May as both ponds are close to full.

Infrastructure Alternatives was out on April 5th to perform testing for sludge content, which will need to be performed on a regular basis.

BUILDING & GROUNDS – Kahrs, *committee chair*. Kelly Donat volunteered to repair the squirrel damage in the hall, the hall door, and the office entry door. The front door will need to be repaired with Bondo. There are Village Street signs which will need to be replaced/repainted. Will be planting in front of Tom Bolt Highway Monument. There will be repairs to lawns damaged by the plow. There were ants in the office, which have been treated.

STREETS – Morris, *committee chair*. Street repair is set to begin at the end of May.

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

ZONING – Frary, *committee chair*. Responded to concern about resident living in a travel trailer in the Village.

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

UNFINISHED BUSINESS (formerly known as Old Business)

- The small claims court action process was reviewed.
- Increase of DPW staff wage

Special Orders (motions)

Vote Subject: Motion to approve DPW staff wage increase.

- On a motion by Kahrs, supported by Frary, **motion approved** to increase DPW staff wage increase to \$22.00 beginning on April 1, 2024.
- On a motion by Palinski, supported by Frary, **motion approved** to initiate small claims action against builder of the property at 55 E Division, based on delinquent sewer hook-up payment.
- On a motion by Frary, supported by Palinski, **motion approved** to create a special fund for Community Events.
- On a motion by Frary, supported by Palinski, **motion approved** for Special Public Meeting, May 13, 2024, for Fiscal Year End 2025 budget.

New Business:

- Replacement truck for 1985 Ford – Discussion – Placement on the Vision Plan. See revised Vision Plan
- Replace Soffit and Facia on Office and Hall – Placement on the Vision Plan. See revised Vision Plan
- Zoning Ordinance discussion regarding people living in recreational vehicles in the Village.
 - Our zoning ordinance does not allow people to live in them.

We have come to the end of our agenda, there is no further business, I (Consuelo Morris, president) declare this meeting adjourned.

Meeting adjourned at: 8:26pm.

The next regular meeting of the Casnovia Village Council will be Monday, May 13, 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