

# CATO TOWNSHIP

## REGULAR BOARD MEETING – OFFICIAL MINUTES

Date: March 10, 2025

Time: 6:00pm

309 S. Lincoln, Lakeview MI

Pledge of Allegiance Brandi Clark-Hubbard

### Roll Call

☒ Brandi Clark-Hubbard, Supervisor  
☒ Jamie Boehm, Treasurer  
☒ Ginger Imhoff, Clerk

☒ David Behrenwald, Trustee

☒ Marcy Myers, Trustee

Also Present: Dave Kelsey, Zoning Administrator

### Agenda

Motion #1	Clark-Hubbard	Support	Myers	Yes 5	No 0
Motion to approve the agenda with a change to add representatives from Community First Credit Union and address new business before old business.					

### Minutes

Motion #2	Imhoff	Support	Behrenwald	Yes 5	No 0
Motion to approve 2/10/2025 meeting minutes as presented.					

### Public Comment

- None Received

### Treasurer

Motion #3	Myers	Support	Imhoff	Yes 5	No 0
Motion to approve Treasurer's report.					

### Clerk

Motion #4	Boehm	Support	Behrenwald	Yes 5	No 0
Motion to approve \$14,355.10 for bills 2/10/2025 through 3/10/2025.					
Roll Call: Clark-Hubbard; Boehm; Imhoff, Behrenwald; Myers					

Election Update: May 6th special election for the school operating millage.

IT/Server Update: There are ongoing IT issues with VC3's remote server support, particularly affecting the assessor. A discussion with BS&A is underway regarding a future cloud transition, with a demo to be scheduled.

### Zoning

Dave Kelsey

A permit was issued for tearing down and rebuilding Eli Schrock's sawmill after he was granted a variance for setbacks. Updates were provided on violations with ongoing fines.

Meys / Land Splits

Working with two property owners who live side by side and they want to do a property line adjustment.

### Planning Commission

Behrenwald

The Planning Commission has a meeting scheduled for 03/12/25. They will be working on lakefront residential boundaries and discussing short-term rentals and regulations regarding tiny homes.

### Fire District

Imhoff

This month, the fire department responded to a higher-than-usual number of structure fires (6). They held training sessions for 32 firefighters for CPR and AED.

Five new chainsaws were purchased.

At the Lakeview Fire Station, the portion of the building recently acquired from the village needs roof insulation, and a new roof will be required in the near future.

The annual honors banquet is scheduled to take place at the VFW on March 29th.

Supervisor  
Clark-Hubbard

<b>Events</b>
The Village of Lakeview is holding a public hearing regarding the 2025 MDNR trust fund grant application regarding the trails project. Tuesday April 15th at Coral Community Center is the Montcalm chapter of the MTA meeting and reservations are due by Tuesday April 8 <sup>th</sup> . The MTA annual educational conference is March 31st to April 3rd in Grand Rapids.
<b>Roads</b>
Received quotes from the Montcalm County Road Commission. A more detailed discussion on this matter will take place in April's meeting.
<b>Assessing</b>
The March board of review is in progress right now. The appeals hearing took place today 3/10/25 from 9 AM - 3 PM. The second appeals hearing is tomorrow, 3/11/25 from 3 PM to 9 PM.
<b>Community Advancement Committee</b>
The County has established an endowment fund that earns interest. Each year, grants will be awarded to townships or other municipalities that apply.

New  
Business

<b>World Ice Fishing Banner</b>
Mr. Tim Rasmussen and Mr. Lane Leppink attended with the 40-foot banner from the World Ice Fishing Tournament, which features signatures from many of the participating fishermen. They have offered Cato Township the opportunity to display the banner for a period of time, with the understanding that it will be returned to the Credit Union afterward. The board agreed to display the banner for several months before returning it.
<b>Cemetery Request</b>
Question about lots purchased in 1947 but no certificates. The lots were bought, but no official certificate exists. D is asking for new certificates to avoid confusion for his children. Board consensus to reissue certificates after Imhoff checks with MTA for proper procedure.

Old  
Business

<b>Fire District Agreement - Amendment</b>					
<b>Motion #5</b>	Clark-Hubbard	Support	Myers	Yes 5	No 0
Motion to approve Fire District Agreement Amendment regarding payment timing and clarifying Headlee rollback. Roll Call: Clark-Hubbard; Boehm; Imhoff, Behrenwald; Myers					
<b>Motion #6</b>	Clark-Hubbard	Support	Imhoff	Yes 5	No 0
A motion was made and approved to allocate up to \$350 from Cato Township for the shared cost with Pine, Maple Valley and Hinton township for a legal review of the fire agreement. The purpose is to clarify language and ensure the agreement remains current. Roll Call: Clark-Hubbard; Boehm; Imhoff, Behrenwald; Myers					
<b>Community Center Rental Management</b>					
Concerns were raised regarding the current rental process. Discussed bringing hall rental back in-house instead of being handled by the library. Township staff will be responsible for bookings, payments, and maintaining checks and balances between the treasurer and clerk. Options for an online booking and payment system were also discussed to streamline the process.					
<b>Motion #7</b>	Imhoff	Support	Boehm	Yes 5	No 0
Motion to transfer Community Center rental booking responsibility and management from library to back to Cato township with the clerk and treasurer sharing the responsibility.					

Old  
Business  
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#### Community Center Rental Fee Adjustments

Given rising costs for cleaning, utilities, insurance, and maintenance, the board reviewed hall rental fees and compared them with other local venues. Existing reservations with paid deposits will be honored at previous rates. Those who have not yet paid their deposit will be contacted to do so. Cancellation and usage policies will be updated in the new rental agreement.

<b>Motion #8</b>	Clark-Hubbard	Support	Myers	Yes 5	No 0
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Motion to set a new rental fee of \$100 and \$100 security deposit for Cato Township residents or taxpayers and a \$150 rental fee and \$100 security deposit for non-residents or non-taxpayers.

Amended motion:

A motion to set a new rental fee of \$100 and \$100 security deposit for Cato Township residents or taxpayers and a \$200 rental fee and \$100 security deposit for non-residents or non-taxpayers.

Roll Call: Clark-Hubbard; Boehm; Imhoff, Behrenwald; Myers

Public  
Comment

- Residents raised questions about prioritizing tiny home development in zoning discussions and the process for road improvements.
- A resident suggested the fire department consider participating in programs that provide free smoke and carbon monoxide detectors to residents

Adjourn

<b>Motion #9</b>	Myers	Support	Behrenwald	Yes 5	No 0
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Motion to adjourn at 7:11pm