

1. The meeting was called to order at 7:00 PM by Supervisor McConnon. Members present: Andersen, Brown, Frandsen, McConnon, and McIntyre. Members absent: Mojzuk. Also present: Chief Mojzuk & 14 spectators.
2. Public Comment: Al Rau presented our new Supervisor McConnon with an administrator tool, a 3 minutes and 5 seconds timer.
3. Approval of Agenda- Frandsen noted three changes for the agenda were as follows, special meeting minutes for November 7, 2018 should have been noted, Ordinance No. should have no Z following the number and spelling of Marihuana should be with an H rather than a J on any legal documents. Motion by McIntyre, Brown supported to approve agenda with the three changes. All yes. CARRIED.
4. Consent Agenda-
  - a. Approval of Minutes/ November 7, 2018 Regular Board Meeting and Special Board Meeting Minutes.
  - b. Treasurer's Report/Approval of bills for payment- General, Sewer, and Fire Funds. Motion by Andersen, McIntyre supported to approve Consent Agenda. All yes. CARRIED.
5. Supervisor's Report/Building Permits/Board Member Reports: There were 2 new homes and one new Pole Barn for November, making a year to date total of 32 new residences and 22 modular. The short term rental letters have been sent out and awaiting responses from the home owners. NKSA- Supervisor McConnon reported their next meeting is December 6<sup>th</sup>. Due to a storm there was a sewer backup that affected one residence. The property owners have \$1,000.00 deductible on their home owners insurance, we are reviewing because the township is taking responsibility for the backup. GVMC- Supervisor McConnon reported their next meeting is December 6<sup>th</sup>. Rockford Community Endowment: Andersen reported that they met here at Courtland Township in November but did not have enough in attendance to have a quorum. Their next meeting is Wednesday December 12, 2018. CS Area Park & Rec- McConnon reported their meeting was Monday December 4, 2018 and Courtland is still in need of 2 representatives. Courtland Park/Trails Report- no report.
6. Fire Chief's Report: Chief Mojzuk reported 27 calls from October 31, 2018 to November 30, 2018, making 368 calls for the year. We would like to congratulate and welcome Matt as the elected Township Supervisor. We did receive a \$2,300.00 check from Consumers Energy from the cost recovery ordinance. The check is to reimburse our payroll and fuel costs, the power line was down on 11 Mile for several hours. Mojzuk stayed on sight until Consumers Energy arrived. Our new patches have arrived. I will be passing one around at the board meeting for you to see. We are working on a Firefighter appreciation night. Santa will be going with us to three AFC homes on December 8<sup>th</sup> to hand out fruit baskets. Then at 1PM Santa will be at Station 1 for pictures with kids or animals are allowed too until 4PM.
7. Zoning Board of Appeals Report: McIntyre reported they had a Public Hearing on Monday December 3<sup>rd</sup> to discuss appeal application by Miles Builders Inc., property owner is D.J. Hammingh. The address is 7275 Peninsula Drive. The request was a release from side yard setbacks, variance request was denied.
8. Planning Commission Report: McConnon reported they had no November meeting. The next meeting will be December 18<sup>th</sup> which is a Public Hearing regarding the possible amendment to Township Zoning Ordinance regarding Marihuana establishments.
9. New Business:
  - A. Trustee Applicants: We had five people apply for the open trustee position which was created when Matt McConnon was elected to be our next supervisor. All five applicants were asked to give a brief synopsis of their experience and then were asked the same five questions from each board member. McConnon instructed the board members they could vote for as many of the candidates as they chose to. Terry Bartels received support from all five board members. Motion by McIntyre, Frandsen supported to appoint Terry Bartels as Township Trustee. Roll call vote as follows; Brown-yes, Frandsen- yes, McIntyre- yes, McConnon- yes, Andersen- no. CARRIED.
  - B. Board of Review positions: Motion by McIntyre, Brown supported to appoint Al Rau, Dave Dunaven, Andy Hagenow, and Beth Morgan (Alternate) to the Board of Review for a renewal of their 2 year term. All yes.

CARRIED. The suggestion was made that in 2020 we split the terms and have one 3 year term, and two 2 year terms.

- C. Ordinance No. 2018-04, Ordinance to prohibit recreational Marihuana establishments. Motion by Brown, McConnon supported to adopt Ordinance as presented. All yes. CARRIED.
  - D. CSAPR- Appointment of rep for Courtland Township. Lisa Rodgers, a Courtland resident gave a brief synopsis of her experience and shared her interest in serving our Township as a representative on the CSAPR board. Motion by McIntyre, Andersen supported to appoint Rodgers as our representative. All yes. CARRIED.
  - E. Planning Commission Member Appointment: Supervisor McConnon stated he is no longer allowed to serve on the planning commission now that he is our Supervisor. He had a letter from Michele Mojzuk indicating her interest in the position. McIntyre shared an interest as well but she currently sits on the ZBA. Motion by Brown, Andersen supported to table this appointment until next month. All yes. CARRIED.
10. Public Comments: Mary Walsh said she felt the vote procedure for the Trustee position was weird. She feels more explanation should have been given. Lorraine Nyken agreed with Mary Walsh regarding the process of voting for Trustee position. Al Rau commented that the vote was confusing but he liked the applicants being kept in the lobby until it was their turn to be interviewed. Chuck Porter shared how impressed he was that 5 people were interested in a township position. He also commented on all the memorial tributes for President George W. Bush. It makes Chuck Porter proud to be an American!!!!
11. Board Member Comments: Andersen expressed her concern about the process and handling of voting for the trustee position. She wanted to make it clear that she feels that Terry Bartels is a good candidate for the position yet there were other applicants who were also qualified. McIntyre shared her thanks to the applicants, she suggested they keep an eye out for any future open positions on any of our boards going forward. Brown mentioned to the board that we need to increase our budget line item under Electrical Permits by \$5,000.00. Our original budget was \$19,000.00 but we have exceeded that already and we have 4 months left of this fiscal year. Motion by Andersen, McIntyre supported to increase Electrical Permits budget by \$5,000.00. Roll call vote as follows: Andersen- yes, Frandsen- yes, McConnon- yes, Brown- yes, and McIntyre- yes. CARRIED.
12. Motion by McIntyre, Andersen supported to adjourn meeting at 8:30 PM.

Respectfully submitted,

Sandy Frandsen, Clerk

Receipt #	Date	Cashier	Wkstn	Received Of	Amour
C 13076	11/01/2018	ANDREA		CAROLIN HOEKSTRA	100.00
C 13077	11/01/2018	ANDREA		FIRE FUND	22,671.43
C 13078	11/01/2018	ANDREA		ROCKFORD AMBULANCE	550.00
C 13079	11/06/2018	ANDREA		IMPERIAL MUNICIPAL SERVICES	849.90
C 13080	11/06/2018	ANDREA		STATE OF MICHIGAN	121,604.00
C 13081	11/09/2018	ANDREA		RICHARD HELD	100.00
C 13082	11/12/2018	ANDREA		MICHAEL GUNNESON	100.00
C 13083	11/14/2018	ANDREA		JAMES TERPSTRA	100.00
C 13084	11/14/2018	ANDREA		CONSUMERS ENERGY	2,300.00
C 13085	11/15/2018	ANDREA		MILES BUILDERS	400.00
C 13086	11/15/2018	ANDREA		COURTLAND TOWNSHIP	977.49
C 13087	11/21/2018	ANDREA		CHARTER COMMUNICATIONS	17,070.76
C 13088	11/21/2018	ANDREA		MOORE MEDICAL	225.61
C 13089	11/21/2018	ANDREA		HAROLD GREEN	100.00
C 13090	11/21/2018	ANDREA		JAMES TERPSTRA	125.00
C 13091	11/26/2018	ANDREA		CORNELIUS KALEE	1,877.00
C 13092	11/26/2018	ANDREA		CAROLIN HOEKSTRA	125.00
C 13093	11/28/2018	ANDREA		OAKS OF ROCKFORD	387.00
C 13094	11/28/2018	ANDREA		FIRE FUND	5,871.98
C 13095	11/28/2018	ANDREA		SEWER FUND	284.74
C 13096	11/28/2018	ANDREA		CORNELIUS KALEE	148.00
Total of 21 Receipts					175,967.91

\*\*\* TOTAL BY GL DISTRIBUTION \*\*\*

101-000-08400 DUE FROM OTHER FUNDS	28,828.15	
101-000-23000 DUE TO COUNTY MHC TAXES	129.00	
101-000-24000 SECURITY DEPOSIT	125.00	
101-000-43000 MHC TAXES	258.00	
101-000-47400 CABLE TV FRANCHISE F	17,070.76	
101-000-47700 BUILDING PERMITS	495.95	
101-000-47800 ELECTRICAL PERMITS	2,025.00	
101-000-47900 PLUMBING PERMITS	145.70	
101-000-48000 MECHANICAL PERMITS	208.25	
101-000-57400 STATE SHARED REVENUE	121,604.00	
101-000-60800 APPEALS BOARD FEES	400.00	
101-000-66700 RENT	625.00	
101-206-72700 POSTAGE	977.49	
206-336-70500 SALARY-FIRE PERSON	1,000.00	
206-336-75500 RESCUE (MEDICAL) SUPPLIES	225.61	
206-336-77100 FUEL (EQUIPMENT)	1,300.00	
206-336-93000 BUILDING MAINT & REPAIR	550.00	
TOTAL - ALL GL NUMBERS:		175,967.91

\*\*\* TOTAL BY FUND \*\*\*

101 GENERAL FUND	172,892.30	
206 FIRE DEPT FUND	3,075.61	
TOTAL - ALL FUNDS:		175,967.91

User: ANDREA  
DB: Courtland

Check Date	Check	Vendor Name	Amount
Bank GENF GENERAL FUND			
11/15/2018	27922	ADDORIO TECHNOLOGIES	709.70
11/15/2018	27923	A-1 ASPHALT INC	934.00
11/15/2018	27924	APRIL CUNNINGHAM	183.75
11/15/2018	27925	BARBARA FLATER	187.75
11/15/2018	27926	BECKY ERSTE-HOLMBERG	215.63
11/15/2018	27927	BHT&D	1,970.00
11/15/2018	27928	CEDAR SPRINGS POST	261.60
11/15/2018	27929	CONSUMERS ENERGY	490.31
11/15/2018	27930	COURTLAND TOWNSHIP	977.49
11/15/2018	27931	DANIEL DAVIS	179.88
11/15/2018	27932	DAVID DIEPHOUSE	170.63
11/15/2018	27933	DELUXE	63.71
11/15/2018	27934	DONNA BACARELLA	182.50
11/15/2018	27935	ELEANORE PATTERSON	175.88 V
11/15/2018	27936	ELECTION SOURCE	556.66
11/15/2018	27937	EUNICE BASSETT	198.25
11/15/2018	27938	GEORGE MAYHAK	106.38
11/15/2018	27939	JACKIE MCENTIRE	198.25
11/15/2018	27940	JERRY GROSS	186.38
11/15/2018	27941	JUDY GEGLIO	57.75
11/15/2018	27942	JUDY MAYHAK	211.38
11/15/2018	27943	KAREN FOWLE	57.75
11/15/2018	27944	KENT COUNTY CLERK'S ASSOCIATION	25.00
11/15/2018	27945	LORI BIELECKI	157.50
11/15/2018	27946	MARLENE STARR	157.50
11/15/2018	27947	MARY WALSH	193.75
11/15/2018	27948	MICHAEL BREEN	154.88
11/15/2018	27949	QUILL CORPORATION	281.14
11/15/2018	27950	ROCKFORD SPRINGS COMMUNITY CHURCH	50.00
11/15/2018	27951	ROCKFORD SQUIRE NEWSPAPER	308.00
11/15/2018	27952	SANDY FRANSDEN	361.01
11/15/2018	27953	STATE OF MICHIGAN	142.16
11/15/2018	27954	STATE OF MICHIGAN	400.00
11/15/2018	27955	STEVEN GARDNER	206.13
11/15/2018	27956	SUPERIOR BUSINESS SOLUTIONS	133.82
11/15/2018	27957	SUSAN HARTMAN	231.25
11/15/2018	27958	ULINE	550.70
11/15/2018	27959	WEINGARTZ SUPPLY CO., INC	29.50
11/21/2018	27960	APRIL CUNNINGHAM	17.50
11/21/2018	27961	ARROW SWIFT PRINTING	84.84
11/21/2018	27962	AT&T	67.97
11/21/2018	27963	BARBARA FLATER	15.50
11/21/2018	27964	BECKY ERSTE-HOLMBERG	17.25
11/21/2018	27965	CONSUMERS ENERGY	391.87
11/21/2018	27966	DANIEL DAVIS	14.75
11/21/2018	27967	DAVID DIEPHOUSE	16.25
11/21/2018	27968	DONNA BACARELLA	15.00
11/21/2018	27969	ELEANORE PATTERSON	16.75
11/21/2018	27970	EUNICE BASSETT	16.50
11/21/2018	27971	GEORGE MAYHAK	7.75
11/21/2018	27972	GRAND OFFICE SUPPLY	129.37
11/21/2018	27973	JACKIE MCENTIRE	16.50
11/21/2018	27974	JANE KOLBE	87.50
11/21/2018	27975	JERRY GROSS	17.75
11/21/2018	27976	JUDY GEGLIO	5.50
11/21/2018	27977	JUDY MAYHAK	17.75
11/21/2018	27978	KAREN FOWLE	5.50
11/21/2018	27979	LORI BIELECKI	15.00
11/21/2018	27980	MARLENE STARR	15.00
11/21/2018	27981	MARY WALSH	40.50
11/21/2018	27982	MICHAEL BREEN	14.75
11/21/2018	27983	ROCKFORD PUBLIC SCHOOLS	1,707.08
11/21/2018	27984	STEVEN GARDNER	17.25
11/21/2018	27985	SUSAN HARTMAN	18.50
11/21/2018	27986	US BANK EQUIPMENT FINANCE	226.14
11/29/2018	27991	CAROLIN HOEKSTRA	100.00
11/29/2018	27992	CONSUMERS ENERGY	144.27
11/29/2018	27993	COPIES PLUS PRINTING CO. LLC	370.00
11/29/2018	27994	ELEANORE PATTERSON	175.88
11/29/2018	27995	FIRST BANKCARD	36.45
11/29/2018	27996	HAROLD GREEN	125.00
11/29/2018	27997	JAMES TERPSTRA	85.00
11/29/2018	27998	KENT COUNTY TREASURER	322.50
11/29/2018	27999	MIKA MEYERS BECKETT & JONES PLC	3,195.00
11/29/2018	28000	NATIONAL PEN CO LLC	62.44
11/29/2018	28001	VENMAN'S LANDSCAPE SERV.	834.00
11/29/2018	28002	WILLIAMS & WORKS	292.50

Check Date	Check	Vendor Name	Amount
GENF TOTALS:			
Total of 77 Checks:			20,417.03
Less 1 Void Checks:			175.88
Total of 76 Disbursements:			<u>20,241.15</u>

Check Date	Check	Vendor Name	Amount
Bank FIREF FIRE FUND			
11/01/2018	4631	COURTLAND TOWNSHIP	22,671.43
11/15/2018	4632	BATTERIES PLUS	155.25
11/15/2018	4633	CONSUMERS ENERGY	26.01
11/15/2018	4634	DAVID A. OLIVER	250.00
11/15/2018	4635	DTE ENERGY	157.50
11/15/2018	4636	ED KOEHN CHEVROLET	281.24
11/15/2018	4637	KELLERMEIER	112.50
11/15/2018	4638	KENT COUNTY FIRE CHIEF'S	480.00
11/15/2018	4639	STATE OF MICHIGAN	142.16
11/15/2018	4640	WEX BANK	524.81
11/21/2018	4641	CONSUMERS ENERGY	313.85
11/21/2018	4642	GALEN GREEN	200.00
11/21/2018	4643	KENT COUNTY HEALTH DEPT.	16.00
11/26/2018	4644	COURTLAND TOWNSHIP	5,871.98
11/29/2018	4645	FIRST BANKCARD	480.20
11/29/2018	4646	PHIL SCHEER	30.00
11/29/2018	4647	ROCKFORD ACE	20.98
FIREF TOTALS:			
Total of 17 Checks:			31,733.91
Less 0 Void Checks:			0.00
Total of 17 Disbursements:			31,733.91