

1. The meeting was called to order at 7:00 PM by Supervisor McConnon. Members present: Andersen, Brown, Frandsen, McConnon, Mojzuk, and McIntyre. Members absent: none. Also present: Chief Mojzuk & 1 spectator.
2. Public Comment: None.
3. Approval of Agenda- Motion by McIntyre, Brown supported to approve agenda as presented. All yes. CARRIED.
4. Consent Agenda-
 - a. Approval of Minutes/ December 5, 2018 Regular Board Meeting.
 - b. Treasurer's Report/Approval of bills for payment- General, Sewer, and Fire Funds. Andersen wanted to clarify in reference to new business A. in December 5th minutes that her no vote was in response to the process of voting, NOT the candidate. Motion by Andersen, McIntyre supported to approve Consent Agenda. All yes. CARRIED.
5. Supervisor's Report/Building Permits/Board Member Reports: There were 0 new homes, one new Pole Barn, 2 solar installations and 4 foundations installed at Oaks of Rockford for December, making a year to date total of 32 new residences and 27 modulars. NKSA- McConnon was unable to attend December's meeting. Scott Schoolcraft, Director of NKSA will receive a raise. There is no January meeting scheduled. GVMC- McConnon reported their meeting is Wednesday January 3, 2019. Rockford Community Endowment: Andersen reported there was no December meeting. There is a January 9, 2019 meeting scheduled. Cedar Springs Area Park & Rec- There is a meeting scheduled for Monday January 7, 2019. Courtland Township has one new representative, Lisa Rodgers who will attend this meeting. Courtland Park/Trails Report- We currently have 2 possible candidates that are willing to serve on this committee.
6. Fire Chief's Report: Chief Mojzuk reported 40 calls from November 30, 2018 to December 31, 2018, making 408 calls for the year. On Saturday December 8th Santa with our Chaplain and 7 Firefighters went to the three AFC homes and gave away fruit baskets and candy canes. We all sang a few Christmas songs, it made everyone's day. Then Santa appeared at Station 1 from 1pm till 4pm, it was a very busy day. We had our Firefighter Appreciation Night on December 21st at the Rockford Lanes. Samantha Pastoor received Firefighter of the Year again!! She has a great attitude, she had the most calls along with most training hours spent. We had a very generous citizen give us over \$500.00 to cover our bowling & drinks for the night. All three big trucks went in for their annual preventative maintenance service and DOT inspection. Repairs were made and trucks went back into service all on the same day. All our SCBA's received their annual inspections as well as the compressor to fill the bottles had service. Please mark your calendar for March 23rd as we will be having our annual Pancake Breakfast.
7. Zoning Board of Appeals Report: McIntyre reported there was no December meeting. The Supervisor and Zoning Administrator are working with Jim Scales regarding the 2ft set back which is out of compliance on the front corner of 7275 Peninsula Drive. Andersen voiced her frustration with the fact that when the Township issues a fine in this type of situation and still the property owner continues to be noncompliant. The courts don't uphold our Township Ordinances.
8. Planning Commission Report: McConnon reported there was no new business. The meeting consisted of the Marihuana Ordinance that we will discuss later in the meeting under new business.
9. Old Business:

Planning Commission Member Appointments & Zoning Board of Appeals Member Appointments: Supervisor McConnon had a discussion with Township attorney Jim Scales regarding staggering the terms on these two boards. McConnon recommended the terms being 3 years or shorter and rotating Township board members with a 2 year term. McConnon recommended Andersen to serve on the Planning Commission as a board member with a term expiring in 2021.

 - A. Planning Commission Member Appointments: Motion by Mojzuk, Frandsen supported to appoint Andersen to the Planning Commission with a term expiring in 2021 and the following members and terms presented as follows, Rock Wood- 2022, Katy Nelson- 2020, Andrew Moore- 2022, Al Rau- 2020, and Mary Ann Andersen- 2021. All yes. CARRIED.
 - B. Zoning Board of Appeals Member Appointments: Motion by Andersen, Brown supported to approve the following members and terms presented as follows, Brandon Simon- 2021, Brandon Bassett- 2022,

Chris Bergeron- 2022, Katy Nelson-2020, Kimberly McIntyre- 2021, & Nate Brown (Alternate) - 2020. All yes. CARRIED.

10. New Business:

- A. Ordinance No. 2019-01Z-Ordinance to Amend Zoning Ordinance Prohibiting Recreational Marihuana Establishments. Motion by Brown, Bartels supported to adopt Ordinance No. 2018-01Z as presented. Roll call vote: McIntyre- yes, Andersen- yes, Frandsen- yes, McConnon- yes, Brown- yes, Mojzuk- yes, & Bartels- yes. CARRIED.
- B. Lease agreement with Pitney Bowes: Frandsen highlighted the information regarding the lease agreement with Pitney Bowes for a 5 year term which will begin on March 31st 2019, our new lease cost will be \$223.00 per quarter, in comparison to our current lease cost of \$327.00 per quarter. Motion by Mojzuk, Brown supported to accept a new lease agreement with Pitney Bowes. All yes. CARRIED.

11. Public Comments: None.

12. Board Member Comments: Andersen asked what the response was to the Short Term Rental letters that were mailed November 28, 2018. Brown said she has received 5 responses out of the 10 residents that received this letter. McIntyre shared her interest in enhancing the Courtland Park/Trails. She has spoken to the grounds keeper for Wolverine World Wide Inc. There is 110 acres owed by WWW on Courtland Drive which is already considered a park with a 2 mile walking path on this property. McIntyre also shared she doesn't think it's necessary that our township include return envelopes with our Property Taxes. McIntyre would like to see the Township consider installing Solar Panels for our Township Buildings to save on our electric bills. Her husband Arn would like to come to the February board meeting and share his knowledge on Solar Energy. Andersen has been the representative for Courtland Township on the RACE committee since 2004, she is hopeful that someone would be interested in serving on the RACE committee. Andersen would like to step down from this commitment after their May event at the Rockford Sportsman's Club. If you know of anyone that would like to serve in this capacity please contact Andersen. Frandsen shared that we received a bill from Election Source for \$400.00 for modem annual service fee. Our Township owns the modems yet we are required to pay the annual service fee. This expenditure was something unexpected but upon checking with the Director of Elections, Frandsen was told this expense is the responsibility of our Township. Andersen shared her concern about the quality of our water here at the Township Hall. She said the water out of the drinking fountain in the lobby doesn't taste good. McConnon shared that he has spoken with Sue Hartman about serving as our Township representative on the CSAPR. He also mentioned the property on 10 Mile Road where the fish hatchery is located. He believes we should do something with that property, he is open to suggestions. Chief Mojzuk shared with the board that there are 3 green benches being stored in the storage room here at the Township Hall. Previous Supervisor Krygier had hopes of building a dog park and using these benches. Chief Mojzuk suggested that maybe we use two of them on either side of the volley ball court. McConnon shared with the board beginning at our February meeting we will be doing a roll call vote for every action item.

13. Motion by McIntyre, Brown supported to adjourn meeting at 7:55 PM.

Respectfully submitted,

Sandy Frandsen, Clerk

Receipt #	Date	Cashier	Wkstn	Received Of	Amount
C	13097	12/05/2018	ANDREA	REBECCA VANDEBUNTE	100.00
C	13098	12/05/2018	ANDREA	WILLIAM MASON	100.00
C	13099	12/05/2018	ANDREA	IMPERIAL MUNICIPAL SERVICES	443.55
C	13100	12/05/2018	ANDREA	MICHIGAN TOWNSHIPS ASSOCIATION	128.00
C	13101	12/05/2018	ANDREA	JASON MACLAREN	10.00
C	13102	12/06/2018	ANDREA	JERI DERKS	100.00
C	13103	12/06/2018	ANDREA	JERI DERKS	100.00
C	13104	12/12/2018	ANDREA	LINDA MOYER	100.00
C	13105	12/12/2018	ANDREA	PEDERSON FUNERAL HOME	775.00
C	13106	12/12/2018	ANDREA	JANETTE DODGE	10.00
C	13107	12/13/2018	ANDREA	KBH HOMES	79.55
C	13108	12/13/2018	ANDREA	JOE MIERENDORF	10.00
C	13109	12/19/2018	ANDREA	HEIDI MCCAULEY	100.00
C	13110	12/19/2018	ANDREA	DAWN GRUSKOWSKI	10.00
C	13111	12/19/2018	ANDREA	LOUISE CORMIER	300.00
C	13112	12/19/2018	ANDREA	TONYA FIFIELD	100.00
C	13113	12/19/2018	ANDREA	CURRENT TAX FUND	18,631.83
C	13114	12/19/2018	ANDREA	CURRENT TAX FUND	4,671.70
C	13115	12/19/2018	ANDREA	CURRENT TAX FUND	23,554.09
C	13116	12/19/2018	ANDREA	CURRENT TAX FUND	8.00
C	13117	12/19/2018	ANDREA	OAKS OF ROCKFORD	390.00
C	13118	12/19/2018	ANDREA	PEDERSON FUNERAL HOME	240.00
C	13119	12/20/2018	ANDREA	BRENDA PARKER	100.00
C	13120	12/26/2018	ANDREA	CORNELIUS KALEE	1,696.00
C	13121	12/26/2018	ANDREA	PEDERSON FUNERAL HOME	775.00
C	13122	12/26/2018	ANDREA	MARK SAUNDERS	240.00
C	13123	12/26/2018	ANDREA	Bliss-Witters & Pike	775.00
C	13124	12/26/2018	ANDREA	FIRE FUND	5,897.83
C	13125	12/26/2018	ANDREA	SEWER FUND	284.74
C	13126	12/27/2018	ANDREA	GINA VANHEMERT	100.00
C	13127	12/27/2018	ANDREA	COURTLAND TOWNSHIP	187.99
C	13133	12/28/2018	ANDREA	STATE OF MICHIGAN	121,205.00
C	13134	12/07/2018	ANDREA	STATE OF MICHIGAN	5,014.75
Total of 33 Receipts					186,238.03

*** TOTAL BY GL DISTRIBUTION ***

101-000-08400	DUE FROM OTHER FUNDS	6,182.57
101-000-22901	SOCIAL SECURITY W/H	5,014.75
101-000-23000	DUE TO COUNTY MHC TAXES	130.00
101-000-23800	ESCROW - SITE PLAN	79.55
101-000-40100	CURRENT PROPERTY TAX	18,581.47
101-000-42400	STREET LIGHTS	50.36
101-000-43000	MHC TAXES	260.00
101-000-47700	BUILDING PERMITS	231.15
101-000-47800	ELECTRICAL PERMITS	1,696.00
101-000-47900	PLUMBING PERMITS	61.40
101-000-48000	MECHANICAL PERMITS	151.00
101-000-57400	STATE SHARED REVENUE	121,205.00
101-000-63400	GRAVE OPENINGS	2,805.00
101-000-64300	SALE OF CEMETERY LOT	300.00
101-000-66700	RENT	900.00
101-206-72700	POSTAGE	187.99
101-215-87000	MILEAGE, SCHOOL, DUES	128.00
206-000-40100	CURRENT PROPERTY TAX	23,554.09
206-000-69000	911 ADDRESS SIGNS	40.00
590-000-40200	SEWER ON TAX ROLL	8.00
897-000-42300	CURRENT TAXES	1,000.00
898-000-42300	CURRENT TAXES	1,200.00
899-000-42300	CURRENT TAXES	2,471.70
TOTAL - ALL GL NUMBERS:		186,238.03

*** TOTAL BY FUND ***

101	GENERAL FUND	157,964.24
206	FIRE DEPT FUND	23,594.09
590	SEWER FUND	8.00
897	BIG BROWER LAKE S-A	1,000.00
898	LITTLE BROWER LK S-A	1,200.00
899	MYERS LAKE S-A	2,471.70
TOTAL - ALL FUNDS:		186,238.03

Check Date	Check	Vendor Name	Amount
Bank GENF GENERAL FUND			
12/06/2018	28003	ADDORIO TECHNOLOGIES	1,287.50
12/06/2018	28004	ANDREA VANSETTERS	33.90
12/06/2018	28005	AT&T	1,028.74
12/06/2018	28006	CONSUMERS ENERGY	523.05
12/06/2018	28007	GRAND OFFICE SUPPLY	368.48
12/06/2018	28008	MML WORKER'S COMP FUND	41.00
12/06/2018	28009	PETERSEN OIL CO., INC.	779.40
12/06/2018	28010	REBECCA VANDEBUNTE	125.00
12/06/2018	28011	SUPERIOR BUSINESS SOLUTIONS	427.65
12/06/2018	28012	WAM	1,865.02
12/13/2018	28013	CEDAR SPRINGS POST	240.00
12/13/2018	28014	CONSUMERS ENERGY	259.72
12/13/2018	28015	COURTLAND TOWNSHIP	240.00
12/13/2018	28016	ELECTION SOURCE	2,210.00
12/13/2018	28017	JERI DERKS	125.00
12/13/2018	28018	KENT COUNTY HEALTH DEPT.	16.00
12/13/2018	28019	ROCKFORD SQUIRE NEWSPAPER	259.00
12/13/2018	28020	SUPERIOR BUSINESS SOLUTIONS	212.96
12/20/2018	28021	AT&T	68.72
12/20/2018	28022	CONSUMERS ENERGY	24.22
12/20/2018	28023	CREATIVE CONCEPTS	17.95
12/20/2018	28024	DES MOINES STAMP	25.30
12/20/2018	28025	JAMES TERPSTRA	40.00
12/20/2018	28026	KENT COUNTY TREASURER	325.00
12/20/2018	28027	PITNEY BOWES GLOBAL	327.00
12/27/2018	28040	CONSUMERS ENERGY	424.67
12/27/2018	28041	DES MOINES STAMP	36.00
12/27/2018	28042	JANE KOLBE	22.00
12/27/2018	28043	MIKA MEYERS BECKETT & JONES PLC	3,622.50
12/27/2018	28044	PITNEY BOWES GLOBAL	3,000.00
12/27/2018	28045	PROGRESSIVE AE	675.00
12/27/2018	28046	TONYA FIFIELD	100.00
12/27/2018	28047	US BANK EQUIPMENT FINANCE	231.94
12/27/2018	28048	VENMAN'S LANDSCAPE SERV.	2,875.00
12/27/2018	28049	WILLIAMS & WORKS	306.25

GENF TOTALS:

Total of 35 Checks:	22,163.97
Less 0 Void Checks:	0.00
Total of 35 Disbursements:	<u>22,163.97</u>

Check Date	Check	Vendor Name	Amount
Bank FIREF FIRE FUND			
12/06/2018	4648	MML WORKER'S COMP FUND	725.00
12/06/2018	4649	PETERSEN OIL CO., INC.	519.73
12/13/2018	4650	CEDAR SPRINGS POST	100.80
12/13/2018	4651	CONSUMERS ENERGY	26.06
12/13/2018	4652	DTE ENERGY	650.34
12/13/2018	4653	ROCKFORD SQUIRE NEWSPAPER	126.00
12/13/2018	4654	WEX BANK	346.52
12/20/2018	4655	CONSUMERS ENERGY	149.11
12/26/2018	4656	COURTLAND TOWNSHIP	5,897.83
12/27/2018	4657	B&B FIRE DIVISION	2,363.76
12/27/2018	4658	CONSUMERS ENERGY	255.01
12/27/2018	4659	COURTLAND TOWNSHIP	165.00
12/27/2018	4660	CREATIVE CONCEPTS	14.25
12/27/2018	4661	FIRST BANKCARD	935.88
12/27/2018	4662	NYE UNIFORM COMPANY	692.00
12/27/2018	4663	NYE UNIFORM COMPANY	286.50
12/27/2018	4664	PHIL SCHEER	30.00

FIREF TOTALS:

Total of 17 Checks:	13,283.79
Less 0 Void Checks:	0.00
Total of 17 Disbursements:	13,283.79