

1. The meeting was called to order at 7:00 PM by Supervisor McConnon. Members present: Bartels, Brown, Frandsen, McConnon, McIntyre and Mojzuk. Members absent: Andersen. Also present: Chief Mojzuk & 4 spectators.
2. Public Comment: none.
3. McConnon requested that we move Approval of Agenda & Consent Agenda/Treasurer's Report/Approval of bills before the budget hearing. Motion by McIntyre, Brown supported. All yes. CARRIED.
4. Approval of Agenda & Consent Agenda- Mojzuk noted there was a mistake on the Minutes of February 6, 2019 Meeting. Mojzuk had made motion to approve Chris Farr as a potential Fire Fighter for our Township, Minutes stated that McIntyre had done so. Brown requested that we include the DARE bill for \$5,000.00 payable to the City of Rockford with our bills for payment.
  - a. Approval of Corrected Minutes/ February 6, 2019 Regular Board Meeting.
  - b. Treasurer's Report/Approval of bills for payment- General, Sewer, and Fire Funds with addition of DARE bill. Motion by Mojzuk, Bartels supported to Approve Agenda & Consent Agenda with above mentioned correction and addition. Roll call vote: Bartels- yes, Mojzuk- yes, Brown- yes, Frandsen- yes, McIntyre- yes, McConnon- yes. CARRIED.
5. BUDGET HEARING: FISCAL YEAR 2019-2020
  - a. General Fund: McConnon revised General Fund budget under Elections increase of \$5,000.00 for a total of \$10,000.00 under election wages & training, motion by Brown, Mojzuk supported. Roll call vote: Bartels-yes, Mojzuk-yes, Brown-yes, Frandsen- yes, McIntyre-yes, McConnon-yes. CARRIED.
  - b. Fire Fund: Chief Mojzuk increased salary budget for fire personnel, motion by McIntyre, Brown supported. Roll call vote: Bartels-yes, Mojzuk-yes, Brown-yes, Frandsen- yes, McIntyre-yes, McConnon-yes. CARRIED.
  - c. Sewer Fund: As proposed, motion by Brown, Mojzuk supported. Roll call vote: Bartels-yes, Mojzuk-yes, Brown-yes, Frandsen-yes, McIntyre-yes, McConnon-yes. CARRIED.
  - d. Special Assessment (Lakes): As proposed, motion by Mojzuk, Frandsen supported. Roll call vote: Bartels-yes, Mojzuk-yes, Brown-yes, Frandsen-yes, McIntyre-yes, McConnon-yes. CARRIED.
  - e. Township Board Salary as proposed, motion by Frandsen, Bartels supported. Roll call vote: Bartels-yes, Mojzuk-yes, Brown-yes, Frandsen-yes, McIntyre-yes, McConnon-yes. CARRIED.
  - f. Township Board Salary Resolution 2019-03, motion by McIntyre, Mojzuk supported to approve Resolution 2019-03. Roll call vote: Bartels-yes, Mojzuk-yes, Brown-yes, Frandsen-yes, McIntyre-yes, McConnon-yes. CARRIED.
  - g. Sewer Rate Resolution 2019-04 as proposed, motion by Frandsen, McIntyre supported. Roll call vote: Bartels-yes, Mojzuk-yes, Brown-yes, Frandsen-yes, McIntyre-yes, McConnon-yes. CARRIED.
6. Supervisor's Report/Building Permits/Board Member Reports: 1 garage and 1 windows permit for the month of February. McConnon shared that there was a sewer back-up on February 12, 2019 which affected 1 home on 11 Mile Road and 1 home on Walnut Grove. Claims have been sent to our insurance carrier to be processed. Mojzuk asked if there will be any type of penalty given to Main-Tech Services due to the fact that they were unavailable. NKSA- Their next meeting is March 7<sup>th</sup>, McConnon and Bartels will be attending this meeting. Last month's meeting they approved staff raises for this calendar year. McConnon shared that our residents will receive a 3% increase annually with regards to the sewer rate. The sewer bond will be paid in full in 2032. Main-Tech Service bill dated 3/4/19 is \$11,375.97. GVMC- no report. Rockford Community Endowment: Andersen emailed her report to Frandsen in her absence. Frandsen read the report as follows, members still working hard on the May 3<sup>rd</sup> Banquet. Cannonsburg Catering will be providing the food, Rockford's own Bret Bakita will be the keynote speaker. RHS video team is preparing a video highlighting our projects over the past 2 years. Students will be creating a video of the Disc Golf Course when weather improves. Dinner tickets are \$40.00, available from Andersen or at Rockford City offices or from any RACE member.  
Cedar Springs Area Park & Rec- Courtland's rep was unable to attend the Board Meeting. Their next meeting is April 8<sup>th</sup> at 6PM. Courtland Park & Trails: McConnon shared he will be contacting a couple of residents who have indicated an interest in enhancing our parks & trails.
7. Fire Chief's Report: Chief Mojzuk reported 48 calls from January 31, 2019 to February 28, 2019, making 88 calls

for the year. The storms kept us busy, but overall they didn't make our run numbers go up as other departments around us. Some departments had up to 40 to 80 calls in two days. On February 26<sup>th</sup> we had preventative maintenance done on both generators. They will be serviced twice a year from now on. We will be holding an MFR class at Station #1 starting in May. We received a container of cookies and a couple of thank you letters from a family that lives in Oakfield Township. They had a pole barn fire that we responded to twice and we were first on scene both times. Please mark your calendars for March 23<sup>rd</sup> we will be having our annual Pancake Breakfast from 8AM till 11AM.

8. Zoning Board of Appeals Report: McIntyre reported there was no February meeting. They do have a March 13<sup>th</sup> and April 10<sup>th</sup> meeting scheduled.
9. Planning Commission Report: Brown reported their next meeting is March 19<sup>th</sup> for a site plan review.
10. New Business:
  - a. Kent County Road Commission Local Road Construction Plan 2019. Courtland Township's 50% of this project year is \$304,500.00. Motion by McIntyre, Brown supported. Roll call vote: Bartels-yes, Mojzuk-yes, Brown-yes, Frandsen-yes, McIntyre-yes, McConnon-yes. CARRIED.
  - b. Fertilizer Bids- Township Office & Fire Stations: Motion by McIntyre, Bartels supported to table this decision. Roll call vote: Bartels-yes, Mojzuk-yes, Brown-yes, Frandsen-yes, McIntyre-yes, McConnon-yes. CARRIED.
  - c. Cemetery Maintenance Bids/mowing & fertilizing: Motion by McIntyre, Brown supported to accept bids from Venman's Landscape. Roll call vote: Bartels-yes, Mojzuk-yes, Brown-yes, Frandsen-yes, McIntyre-yes, McConnon-yes. CARRIED.
  - d. Grave Opening Bid: Motion by McIntyre, Brown supported to accept bid from Venman's Landscape. Roll call vote: Bartels-yes, Mojzuk-yes, Brown-yes, Frandsen-yes, McIntyre-yes, McConnon-yes. CARRIED.
  - e. Bids for Spring/Fall Clean up: Motion by Mojzuk, Frandsen supported to accept bid from Plummer's. Stipulations are we will accept mattresses & box springs at no cost to residents, however we will not be accepting TV's or tires at our clean up events. Roll call vote: Bartels-yes, Mojzuk-yes, Brown-yes, Frandsen-yes, McIntyre-yes, McConnon-yes. CARRIED.
  - f. Bids for Legal Notices: Motion by Frandsen, Mojzuk supported to accept bids from Cedar Springs Post & Rockford Squire. Roll call vote: Bartels-yes, Mojzuk-yes, Brown-yes, Frandsen-yes, McIntyre-yes, McConnon-yes. CARRIED.
  - g. Construction Board of Appeals: Motion by McIntyre, Bartels supported to table the decision on creating the Construction Board of Appeals. Roll call vote: Bartels-yes, Mojzuk-yes, Brown-yes, Frandsen-yes, McIntyre-yes, McConnon-yes. CARRIED.
11. Public Comments: Chief Mojzuk asked for prayers for Cindy Nelson who is experiencing health issues. Arn McIntyre shared his interest of being a member on the Construction Board of Appeals if our Township creates such a board.
12. Board Member Comments: McIntyre shared her concerns about the DARE program in Rockford Public Schools. She is curious what they are actually teaching the students. Is it better to be naive about drugs? She also shared her concerns about the limited space that we have in our cemetery. Would a cremation wall be something that we should consider in the future?
13. Motion by McIntyre, Brown supported to adjourn meeting at 8:20 PM.

Respectfully submitted,

Sandy Frandsen, Clerk

User: ANDREA

Post Date from 02/01/2019 - 02/28/2019 Open And Completed Receipts

DB: Courtland

Receipt #	Date	Cashier	Wkstn	Received Of	Amount
C 13162	02/06/2019	ANDREA		ASHLEY WIERENGA	225.00
C 13163	02/06/2019	ANDREA		SARA BORISCH	10.00
C 13164	02/06/2019	ANDREA		IMPERIAL MUNICIPAL SERVICES	550.50
C 13165	02/06/2019	ANDREA		OAKS OF ROCKFORD	414.00
C 13166	02/07/2019	ANDREA		ROBERT BRILL	2,550.00
C 13167	02/13/2019	ANDREA		CURRENT TAX FUND	12.80
C 13168	02/13/2019	ANDREA		CURRENT TAX FUND	7,400.70
C 13169	02/13/2019	ANDREA		CURRENT TAX FUND	181.50
C 13170	02/13/2019	ANDREA		CURRENT TAX FUND	38,603.12
C 13171	02/13/2019	ANDREA		CURRENT TAX FUND	48,168.05
C 13172	02/14/2019	ANDREA		WILLIAM FEGEL	300.00
C 13173	02/14/2019	ANDREA		MATHISON ARCHITECTS	200.00
C 13174	02/20/2019	ANDREA		ANNE NELSON	10.00
C 13175	02/20/2019	ANDREA		CORNELIUS KALEE	436.00
C 13176	02/20/2019	ANDREA		CHARTER COMMUNICATIONS	17,498.06
C 13177	02/20/2019	ANDREA		BARBARA FLATER	100.00
C 13178	02/25/2019	ANDREA		FIRE FUND	5,897.83
C 13179	02/25/2019	ANDREA		SEWER FUND	284.74
C 13180	02/25/2019	ANDREA		LOCAL COMMUNITY STABILIZATION AUTHOR	415.53
C 13181	02/27/2019	ANDREA		KBH HOMES LLC	12,188.00
C 13182	02/27/2019	ANDREA		OAKS OF ROCKFORD	420.00
C 13183	02/27/2019	ANDREA		CURRENT TAX FUND	3,811.30
C 13184	02/27/2019	ANDREA		CURRENT TAX FUND	13,719.66
C 13185	02/27/2019	ANDREA		CURRENT TAX FUND	17,199.80
C 13186	02/28/2019	ANDREA		FRANK-O- SCHUYTEN	200.00
C 13188	02/28/2019	ANDREA		STATE OF MICHIGAN	113,630.00

Total of 26 Receipts

284,426.59

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

101-000-08400 DUE FROM OTHER FUNDS	6,182.57
101-000-23000 DUE TO COUNTY MHC TAXES	278.00
101-000-23800 ESCROW - SITE PLAN	2,000.00
101-000-24000 SECURITY DEPOSIT	125.00
101-000-40100 CURRENT PROPERTY TAX	51,567.38
101-000-40400 PPTX STATE REIMBURSEMENT	415.53
101-000-42400 STREET LIGHTS	755.40
101-000-43000 MHC TAXES	556.00
101-000-47400 CABLE TV FRANCHISE F	17,498.06
101-000-47700 BUILDING PERMITS	345.55
101-000-47800 ELECTRICAL PERMITS	436.00
101-000-47900 PLUMBING PERMITS	109.45
101-000-48000 MECHANICAL PERMITS	95.50
101-000-57400 STATE SHARED REVENUE	113,630.00
101-000-60800 APPEALS BOARD FEES	400.00
101-000-60900 PLANNING COMMISSION	550.00
101-000-64300 SALE OF CEMETERY LOT	300.00
101-000-65000 DOG LICENSES	12.80
101-000-66700 RENT	200.00
206-000-40100 CURRENT PROPERTY TAX	65,367.85
206-000-69000 911 ADDRESS SIGNS	20.00
590-000-21600 NKSA CONNECTION FEES	6,840.00
590-000-40200 SEWER ON TAX ROLL	181.50
590-000-47600 PERMITS	148.00
590-000-67202 DEFERRED CONNECTIONS	5,200.00
897-000-42300 CURRENT TAXES	2,750.00
898-000-42300 CURRENT TAXES	1,400.00
899-000-42300 CURRENT TAXES	7,062.00

TOTAL - ALL GL NUMBERS:

284,426.59

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

101 GENERAL FUND	195,457.24
206 FIRE DEPT FUND	65,387.85
590 SEWER FUND	12,369.50
897 BIG BROWER LAKE S-A	2,750.00
898 LITTLE BROWER LK S-A	1,400.00
899 MYERS LAKE S-A	7,062.00

TOTAL - ALL FUNDS:

284,426.59

Check Date	Check	Vendor Name	Amount
Bank GENF GENERAL FUND			
02/06/2019	28083	B S & A SOFTWARE	378.00
02/06/2019	28084	GINA VANHEMERT	100.00
02/06/2019	28085	KENT COUNTY CLERK'S ASSOCIATION	20.00
02/06/2019	28086	KENT COUNTY TREASURER	345.00
02/06/2019	28087	PETERSEN OIL CO., INC.	688.47
02/07/2019	28088	WILLIAMS & WORKS	353.50
02/14/2019	28089	BAYES WATER TREATMENT INC	1,595.00
02/14/2019	28090	CEDAR SPRINGS POST	120.00
02/14/2019	28091	CONSUMERS ENERGY	451.40
02/14/2019	28092	ROCKFORD SQUIRE NEWSPAPER	136.50
02/20/2019	28093	ANDREA VANSETTERS	61.91
02/20/2019	28094	AT&T	73.89
02/20/2019	28095	AUTOMATIC EQUIPMENT SALES & SERVICE	230.73
02/20/2019	28096	EMEDCO INC	84.41
02/20/2019	28097	FIRST BANKCARD	75.05
02/20/2019	28098	PERSONNEL CONCEPTS	22.90
02/20/2019	28099	ROCKFORD PUBLIC SCHOOLS	1,749.80
02/20/2019	28100	US BANK EQUIPMENT FINANCE	226.52
02/28/2019	28109	ARROW SWIFT PRINTING	220.95
02/28/2019	28110	CONSUMERS ENERGY	462.12
02/28/2019	28111	DANIEL HARMON	150.00
02/28/2019	28112	DES MOINES STAMP	25.30
02/28/2019	28113	JANE KOLBE	122.00
02/28/2019	28114	KENT COUNTY TREASURER	350.00
02/28/2019	28115	MIKA MEYERS BECKETT & JONES PLC	1,338.50
02/28/2019	28116	PERSONNEL CONCEPTS	22.90
02/28/2019	28117	PITNEY BOWES GLOBAL	2,000.00
02/28/2019	28118	RAYMOND DAUCHY	100.00
02/28/2019	28119	SANDY FRANDSEN	32.27
02/28/2019	28120	VENMAN'S LANDSCAPE SERV.	300.00
02/28/2019	28121	WILLIAMS & WORKS	390.00

GENF TOTALS:

Total of 31 Checks:	12,227.12
Less 0 Void Checks:	0.00
Total of 31 Disbursements:	<u>12,227.12</u>

Check Date	Check	Vendor Name	Amount
Bank FIREF FIRE FUND			
02/06/2019	4684	CREATIVE CONCEPTS	50.00
02/06/2019	4685	DOUGLASS SAFETY SYSTEMS, LLC	1,450.00
02/06/2019	4686	ED KOEHN FORD LINCOLN MERCURY	200.64
02/06/2019	4687	PETERSEN OIL CO., INC.	688.73
02/06/2019	4688	ROCKFORD AMBULANCE	100.00
02/14/2019	4689	CONSUMERS ENERGY	27.87
02/14/2019	4690	DTE ENERGY	744.66
02/14/2019	4691	KENT COUNTY HEALTH DEPT.	36.00
02/14/2019	4692	NYE UNIFORM COMPANY	127.50
02/14/2019	4693	WEX BANK	728.70
02/20/2019	4694	CLASSIC AUTO REPAIR LLC	626.76
02/20/2019	4695	FIRE EQUIPMENT ASSOCIATES	414.00
02/20/2019	4696	FIRETOOLS SOFTWARE	400.00
02/20/2019	4697	FIRST BANKCARD	410.97
02/20/2019	4698	NYE UNIFORM COMPANY	134.70
02/21/2019	4699	COURTLAND TOWNSHIP	5,897.83
02/28/2019	4700	CONSUMERS ENERGY	487.36
02/28/2019	4701	PHIL SCHEER	30.00

FIREF TOTALS:

Total of 18 Checks:	12,555.72
Less 0 Void Checks:	0.00
Total of 18 Disbursements:	<u>12,555.72</u>